



Staff Report

City Council

Cathedral City

Item No. 5.A

Meeting Date: September 8, 2021

From: Stone James, Economic Development Director

Title: **City User and Regulatory Fees Update: Recovering Incurred Costs of Service**

City Council

RECOMMENDATION:

Pursuant to Council direction provided in the July 28, 2021 and August 25, 2021 Council meetings, Staff recommends the City Council adopt the schedule of user and regulatory fees. The new fees will go into effect on December 1, 2021.

BACKGROUND:

On July 28, 2021 and August 25, 2021, the City Council received presentations providing an overview of findings and recommendations from the recently completed user and regulatory fee study. At the conclusion of each presentation, the City Council provided general direction to staff. Staff has incorporated the following City Council feedback and direction.

- City Council Request: Clearly identify the proposed pattern of annual adjustments to fees
 - Staff Action: A column has been added to each section of the fee schedule that identifies anticipated annual adjustments to fees. The column is labeled “CPI”. The column included the following identifiers:
 - “Y” = annually adjust fees by the yearly change in regional consumer price index
 - “Y – See Note” = annually adjust fees using pre-determined pattern for Engineering and Encroachment Fees:
 - FY 2022/23 adjust fees to 92.5% cost recovery
 - FY 2023/24 adjust fees to 100% cost recovery
 - “N” = do not apply CPI adjustment. This typically applies for fees for public records request, fees limited by the State of California, or fees that are applied as a percentage of another fee.
- City Council Request: Minimize the number of areas targeting less than full cost recovery:

- Staff Action: Business license fees now target 100% recovery
- City Council Request: Leave alarm permit and false alarm response fees unchanged from current levels.
 - Staff Action: No changes are proposed to alarm permit or false alarm response fees.
- Target less than full cost recovery for some minor permits, certain outward facing services, and categories intended to foster collaboration between the community and City departments.
 - Staff Action: Less than full cost recovery is targeted for:
 - Garage sale permits
 - Street vendor renewal permits
 - Pool drain permits
 - Minor conditional use permits
 - Property and zoning information letters
 - Fees associated with curing or maintaining distressed properties.
 - Alarm permits and false alarm responses
 - Appeals

Attachment 1 of this staff report provides the resolution and fee schedule proposed for adoption.

Attachment 2 provides the cost-of-service analysis that was used to inform the proposed fee updates.

Attachment 3 provides an illustration of current fees, proposed fees, and cost of service.

Staff has provided formal notice of this item to be considered in a public hearing format at a regularly scheduled City Council meeting.

Additionally, staff has delivered the user and regulatory fee study report to interested stakeholders and has held follow-up meetings, as requested, with representatives of the Desert Valleys Builders Association and SoCalGas.

For historic reference only, below is a summary of the July 28, 2021 study session staff report:

DISCUSSION:

Industry best practice and California statute support establishing user and regulatory fees in accordance with the estimated reasonable cost of service. These costs of service are city specific. All fees should bear a fair and reasonable relationship to the payer's burdens on, or benefits received from, the activities and/or services provided by the City. Additionally, ongoing review and adjustment of fees provides multiple benefits, including:

- Keeping pace with general cost inflation.
- Avoiding fee spikes that are more likely to occur when municipalities leave fees unchanged for a multi-year period.

- Providing fee payers, city staff, and city policymakers with a pattern of consistency that provides information for forecasting and decision-making purposes.
- Helps meet fee-payer service level expectations by collecting fees to fund the existing level of services provided.
- Encouraging generational equity among fee payers by avoiding long-term stagnation of fees followed by significant fee increases.

Fee Categories that Were Examined in this Study

This study specifically examined fee categories including, but not limited to:

- Building Fees, such as permitting of new construction or modifications to existing structures
- Planning Fees, such as entitlement review and review for compliance with the zoning code
- Land Development Engineering Fees, such as public improvement review
- Encroachment Permit Fees, for work or activities conducted in the City right-of-way
- Fire Prevention Fees – such as plan review and inspection for compliance with Fire Code
- Police Department Fees – such as vehicle impound and false alarm response

Items Not Examined in this Study

This study specifically excluded examination of the following:

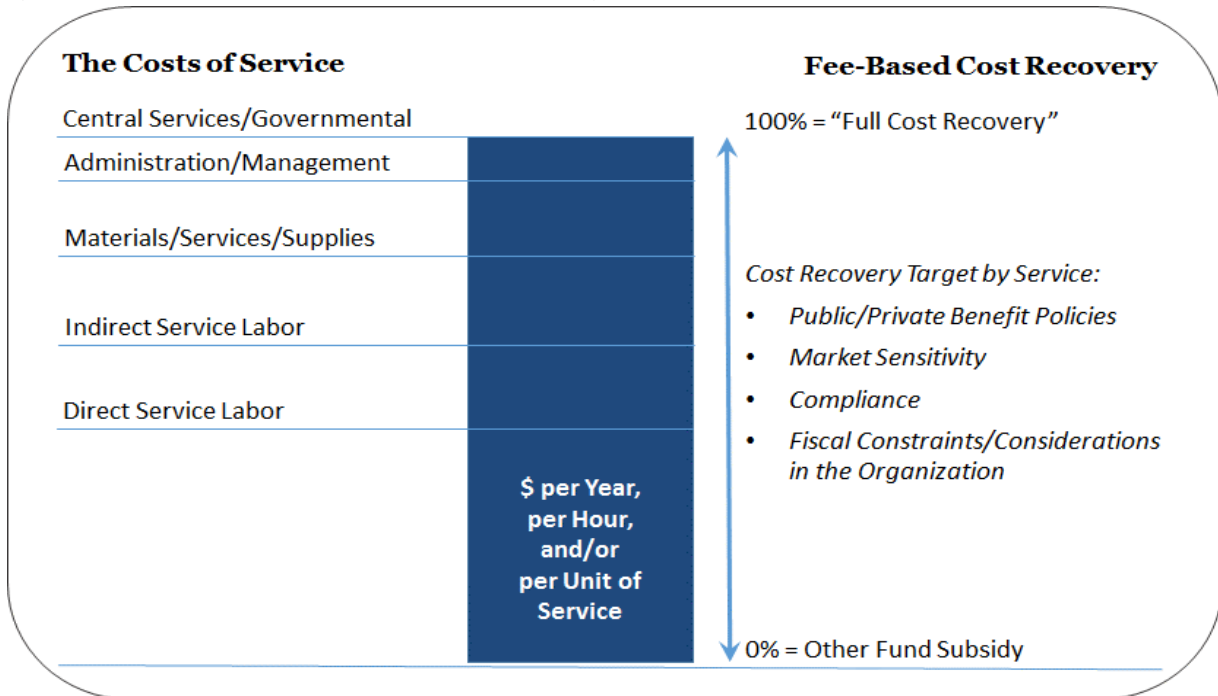
- Development Impact Fees
- Taxes
- Assessments
- Fines or Penalties
- Franchise Fees
- Utility Rates and Services Charges

These items are subject to different approval thresholds or are not subject to the same cost of service limitations as the fees examined as part of this study. Consequently, they are specifically excluded from the scope of this study.

The proposed fees are intended to comply with applicable federal, state, and local laws including providing confirmation that the proposed fees and charges are not a tax as defined in Article 13C of the California Constitution and that the proposed fees are no more than necessary to cover the reasonable costs of the City's activities and services addressed in the fees. Additionally, the way costs are allocated to a payor bear a fair and reasonable relationship to the payor's burdens on, or benefits received from the activities and services provided by the City.

Nearly every service for which a fee is imposed can be illustrated as follows, contrasting the components of the full cost of service, which is the maximum fee amount justified, against the local agency's goals for cost recovery:

Based on the consultant's experience working with municipalities throughout California, most fee-paying stakeholders and city councilmembers accept high-cost recovery targets for development-related fees as long as:



- The elements of the cost of service and assumptions are clearly communicated.
- The city clearly communicates that only eligible costs are included in fees.

PRIMARY STUDY OUTCOMES

Building Fees

- Cities throughout the State typically target full cost recovery from building permit fees.
- Full cost recovery is targeted from proposed fees.
- The building fee schedule is proposed to be simplified to facilitate application of fees to projects and assist customers in estimating permit fees.
- Establish fixed, consolidated fees for the City's most common minor permits. This will allow applicants to easily estimate permit fees and allow staff to efficiently administer the fee calculation and collection process.
- Use a fee methodology that results in lower fees for less complex projects and higher fees for more complex projects (i.e., establish a nexus between fees and typical service requirements).

Planning Fees

- Due to the nature of development within California, many projects take a significant amount of resources over a multi-month and potentially multi-year timeframe, depending on project complexity and magnitude.
- The division has many fees in place that have not been modified in more than a decade. During that time costs have increased significantly resulting in under-recovery for the City's planning application review services.

- Flat fees are collected for projects that typically exhibit less variability in processing time than deposit-based fee services. Current recovery for flat (fixed) fee services varies widely.
- Most fee-related services provided by the Division are proposed to be billed on an hourly basis, with a minimum initial deposit due. This billing method is intended to recover the cost of time and materials provided by City staff and contract service personnel during the review of fee-related service applications.
- In order for the billing system to function properly, the City must have systems in place to track time amongst the various development requests examined by staff and contractors. For deposit-based projects the City should bill project applicants for effort including intake, processing, technical reviews, inspections, meetings, and issuance/approvals.

Engineering and Encroachment Permit Fees

- The department uses a combination of outside service providers and internal staff to perform certain plan review and inspection activities. The proposed fee structure encourages recovery of City costs in addition to contract service provider costs, while developing fixed fees intended to scale to reflect project complexity.
- The proposed fees are calculated based on project characteristics such as the number of sheets reviewed, the number of acres inspected, or the type of project reviewed and inspected. These modifications are consistent with industry trends in calculating fees for service.

Fire Prevention Fees

- Use fee methodology that results in lower fees for less complex projects and higher fees for more complex projects (i.e., a nexus between fees and typical service requirements).
- Adopting a more comprehensive array of fees will allow the City to use more fixed fee billings rather than deposit-based billings.

Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions.

FISCAL IMPACT:

Based on the matching of user-requested services with the current cost of providing said services, the anticipated increase would be approximately \$1.7 million to the city's General Fund.

ATTACHMENTS:

Resolution Fee Study

20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS Report 09.08.2021 FINAL

RESOLUTION NO. 2021-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CATHEDRAL CITY, CALIFORNIA, ADOPTING A SCHEDULE OF USER AND REGULATORY FEES FOR VARIOUS CITY SERVICES

WHEREAS user and regulatory fees are established by the City Council; and

WHEREAS the City recently completed a study to identify the cost of providing various user and regulatory fee-related services; and,

WHEREAS the study examined fee-related services provided by the City, the costs reasonably borne by the City in providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and,

WHEREAS the City Council finds that providing these services is of special benefit to applicants both separate and apart from the general benefit to the public; and therefore, in the interests of fairness to the general public, the City desires to better recover the costs of providing these services from applicants who have sought or require the City's services by revising its schedule of fees; and,

WHEREAS the City Council hereby finds that the study provides adequate evidence to conclude that the revised fees do not exceed the cost to provide the services for which the fees are charged; and,

WHEREAS the City Council has publicly held two work sessions to provide feedback and clarity to the schedule of fees on July 28th, 2021 and August 25, 2021; and,

WHEREAS the City Council desires annually that the City Manager may update the various fees based on the percentage change, for 12-months ending March of the current fiscal year, in the All Urban Consumers Price Index (CPI-U) for Riverside-San Bernardino-Ontario, to become effective July 1 of the subsequent fiscal year. If the CPI-U does not change or goes down in a given year, no change shall be made to the fee schedule that year; and

WHEREAS, in order to assist staff in implementing the requested annual adjustments, if any, Exhibit "A" includes a column identified as "CPI" that illustrates the recommended annual adjustment pattern for the fees set forth in Exhibit "A"; and

WHEREAS, in adopting this Resolution, the City Council is taking action only on those fees for the services, programs or products set forth in Exhibit "A" which have been modified from prior resolutions of the City Council. The remaining fees that have not been modified from prior resolutions shall remain in full force and effect.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CATHEDRAL CITY, DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. INCORPORATION OF RECITALS

The City Council hereby finds the recitals set forth above are true and correct.

SECTION 2. ESTABLISHMENT AND UPDATE OF FEES, CHARGES, AND RATES

The City Council hereby adopts the fees, charges, and rates as set forth in attached Exhibit "A" and incorporated by this reference.

SECTION 3. EFFECTIVE DATE

Any new or adjusted fees adopted by this Resolution shall go into effect sixty days after adoption of this resolution.

SECTION 4. CERTIFICATION

The City Clerk shall attest to and certify the vote adopting this resolution.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Cathedral City held on this 8th day of September 2021, by the following vote:

- Ayes:
- Noes:
- Absent:
- Abstain:

Raymond Gregory, Mayor

ATTEST:

APPROVED AS TO FORM:

Tracey R. Martinez, City Clerk

Eric S. Vail, City Attorney

Attachment: Resolution Fee Study [Revision 2] (2859 : City User and Regulatory Fees Update: Appropriately Recovering City Costs)

“Exhibit A”

Resolution Exhibit “A”: Master Schedule of User and Regulatory Fees

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS Report



Cathedral City

Master Schedule of User and Regulatory Fees

Effective December 1, 2021

City of Cathedral City
Master Schedule of User and Regulatory Fees

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City of Cathedral City

MASTER FEE SCHEDULE - ADMINISTRATIVE FEES

Fee Description	Fee	Charge Basis	Note	CPI
1 Returned Check Fee				
a) First Check	\$25	each	[a]	N
b) Each Additional Check	\$35	each	[a]	N
2 EFT/ACH Return / Error	\$25	each		N
3 Postage	Actual Cost	each		N
4 Digital Media Device	\$10	each		N
5 Documents - Hard Copy				
a) Standard Size	\$0.10	per single-sided page		N
b) Non-standard Size	Actual Cost	per page		N
6 Subpoena Response / Retrieval Fees	Max. Authorized by State	per request		N

[a] California Civil Code Sec. 1719.

City of Cathedral City

MASTER FEE SCHEDULE - BUSINESS LICENSE APPLICATION REVIEW AND INSPECTION FEES

Fee Description	Fee	Charge Basis	Note	CPI
1 Business License Processing Fee				
a) New	\$84	each		Y
b) Renewal	\$42	each		Y
2 Duplicate License	\$5	each		Y
3 Review for Home Occupation License	\$95	each		Y
4 Fire Inspection Review for Business License	\$78	each		Y
5 Building Inspection for Business License	\$78	each		Y
6 Planning Inspection for Business License, If Required	\$95	each		Y
7 Engineering Inspection for Business License, If Required	\$94	each		Y
8 Police Review for Business License				
a) Massage - Establishment				
i) Initial	\$261	each		Y
ii) Renewal	\$87	each		Y
b) Massage - Therapist / Practitioner				
i) Initial	\$261	each		Y
ii) Renewal	\$87	each		Y
c) Pawnbroker, Secondhand dealer, ice cream truck, etc.				
i) Initial - (pawnbroker, secondhand dealer, handbills, ice	\$131	each		Y
ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice	\$87	each		Y
cream truck, etc.)				
d) Sexually Oriented Business				
i) Initial	\$261	each		Y
ii) Renewal	\$87	each		Y
e) All Others, If Required				
i) Initial	\$131	each		Y
ii) Renewal	\$87	each		Y
9 Bingo Permit	\$50	each	[a]	N

[a] Maximum permit fee established by State of California.

City of Cathedral City

MASTER FEE SCHEDULE - CANNABIS BUSINESS LICENSING AND USER PERMIT FEES

Fee Description	Fee	Charge Basis	Note	CPI
1 Cannabis License				
a) Initial Deposit for Review of License Application	\$7,500	initial deposit	[a]	Y
b) Renewal or Modification of License				
i) License Renewal	\$5,900	flat fee		Y
ii) Modification/Change of Ownership	\$4,500	initial deposit		Y
c) Background Investigation (per person)	\$3,500	initial deposit		Y

[a] Includes one background investigation.

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MASTER FEE SCHEDULE - BUILDING FEES

A. Fees for Commonly Requested Building Permit Types. Fees shown in this section (Section A.) include all applicable inspection, and plan review fees. Additional permit processing fees apply. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California).

Fee Description	Fee	Charge Basis	Note	CPI
1 HVAC Change-Out - Residential	\$136	per permit		Y
2 HVAC Change-Out - Commercial (per unit)	\$220	per permit		Y
3 Residential Solar Photovoltaic System - Solar Permit				
a) 15kW or less	\$388	per permit		Y
b) Above 15kW – base	\$388	per permit		Y
c) Above 15kW – per kW	\$15	per permit		N
4 Commercial Solar Photovoltaic System - Solar Permit				
a) 50kW or less	\$1,000	per permit		N
b) 50kW – 250kW – Base	\$1,000	per permit		N
c) 50kW – 250kW – per kW above 50kW	\$7	per permit		N
d) Above 250kW – base	\$2,400	per permit		N
e) Above 250kW – per kW	\$5	per permit		N
5 Service Panel Upgrade - Residential	\$136	per permit		Y
6 Service Panel Upgrade - Commercial	\$220	per permit		Y
7 Water Heater Changeout - Residential	\$136	per permit		Y
8 Water Heater Changeout - Commercial	\$233	per permit		Y
9 Line Repair - Sewer / Water / Gas	\$161	per permit		Y
10 New Sewer Connection	\$355	per permit		Y
11 Re-pipe	\$297	per permit		Y
12 Residential Re-Roof				
a) Up to 2,000 SF (Roof Area)	\$271	per permit		Y
b) Each Add'l 1,000 SF or fraction thereof	\$78	per permit		Y
13 Commercial Re-Roof		per permit		
a) Up to 2,000 SF (Roof Area)	\$426	per permit		Y
b) Each Add'l 1,000 SF or fraction thereof	\$155	per permit		Y

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

A. Fees for Commonly Requested Building Permit Types. Fees shown in this section (Section A.) include all applicable inspection, and plan review fees. Additional permit processing fees apply. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California).

Fee Description	Fee	Charge Basis	Note	CPI
14 Demolition - Residential Single Family	\$155	per permit		Y
15 Demolition - Commercial	\$310	per permit		Y
16 Temporary Power Pole	\$136	per permit		Y
17 Swimming Pool/Spa				
a) Swimming Pool / Spa	\$853	per permit		Y
b) Detached Spa / Water Feature	\$297	per permit		Y
c) Guniting Alteration	\$452	per permit		Y
d) Equipment Change-out Alone	\$194	per permit		Y
18 Patio				
a) Standard (Wood/Metal Frame)				
i) Up to 200 SF	\$233	per permit		Y
ii) Greater than 200 SF	\$310	per permit		Y
b) Upgraded (with electrical, stucco, fans, etc.)				
i) Up to 200 SF	\$452	per permit		Y
ii) Greater than 200 SF	\$530	per permit		Y
19 Window / Sliding Glass Door				
a) Retrofit / Repair				
i) Up to 5	\$194	per permit		Y
ii) Each additional 5	\$39	per permit		Y
b) New / Alteration				
i) First	\$271	per permit		Y
ii) Each additional	\$58	per permit		Y



City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

• Project valuations shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. For determining project valuations for new construction, the Building Official may use data published by the International Code Council (ICC) (building valuation data table, typically updated in February and August of each year). The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

Note: For construction projects with permit fees calculated using Section B, C, D, or E, additional fees apply for permit issuance. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

B. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits

Total Valuation	Permit Fee			CPI
\$1 to \$4,000	\$155.00			
\$4,001 to \$10,000	\$155.00 for the first \$4,000	plus \$38.76 for each add'l \$1,000 or fraction thereof, to and including \$1,000		Y
\$10,001 to \$50,000	\$387.50 for the first \$10,000	plus \$13.56 for each add'l \$1,000 or fraction thereof, to and including \$1,000		Y
\$50,001 to \$100,000	\$930.00 for the first \$50,000	plus \$12.40 for each add'l \$1,000 or fraction thereof, to and including \$100,000		Y
\$100,001 to \$500,000	\$1,550.00 for the first \$100,000	plus \$6.98 for each add'l \$1,000 or fraction thereof, to and including \$500,000		Y
\$500,001 to \$1,000,000	\$4,340.00 for the first \$500,000	plus \$3.72 for each add'l \$1,000 or fraction thereof, to and including \$1,000,000		Y
\$1,000,001 and up	\$6,200.00 for the first \$1,000,000	plus \$2.98 for each additional \$1,000 or fraction thereof over \$1,000,000		Y

For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee

Plumbing inspection fees = Base permit fee x .10	N
Electrical inspection fees = Base permit fee x .10	N
Mechanical inspection fees = Base permit fee x .10	N

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

C. Permit Fee for Stand-Alone Mechanical Permit

Total Valuation	Permit Fee			CPI
Up to \$2,000	\$155.00			Y
\$2,001 to \$4,000	\$232.50			Y
\$4,001 to \$10,000	\$310.00	for the first \$1,000	plus \$12.92 for each additional \$1,000 or fraction thereof over \$4,000	Y
\$10,000 and up	\$387.50	for the first \$10,000	plus \$5.17 for each additional \$1,000 or fraction thereof over \$10,000	Y

D. Permit Fee for Stand-Alone Plumbing Permit

Total Valuation	Permit Fee			CPI
Up to \$2,000	\$155.00			Y
\$2,001 to \$4,000	\$232.50			Y
\$4,001 to \$10,000	\$310.00	for the first \$1,000	plus \$12.92 for each additional \$1,000 or fraction thereof over \$4,000	Y
\$10,000 and up	\$387.50	for the first \$10,000	plus \$5.17 for each additional \$1,000 or fraction thereof over \$10,000	Y

E. Permit Fee for Stand-Alone Electrical Permit

Total Valuation	Permit Fee			CPI
Up to \$2,000	\$155.00			Y
\$2,001 to \$4,000	\$232.50			Y
\$4,001 to \$10,000	\$310.00	for the first \$1,000	plus \$12.92 for each additional \$1,000 or fraction thereof over \$4,000	Y
\$10,000 and up	\$387.50	for the first \$10,000	plus \$5.17 for each additional \$1,000 or fraction thereof over \$10,000	Y

Clarification of Fee Structure Application for Permit Fees

Assigned project valuation for fee-setting purposes is intended to correlate to the typical level of inspections required.

The example provided below is applicable to stand-alone trade permits:

Valuation Up to \$2,000 = 2 inspection typically required (1 hours)

Valuation \$2,001 - \$4,000 = 2 to 3 inspections typically required (1.5 hours)

Valuation \$4,001 - \$10,000 = 3 to 4 inspections typically required (2 hours)

Valuation \$10,000 and up = 4 or more inspections typically required (2.5 or more hours)

Additional fees will apply for permit processing and plan review, as required

Building Permit fees are also established to correspond to the typical level of inspections required.

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

F. Permit Fee for Stand-Alone or Combination Permits Not Identified Elsewhere in this Schedule

Note: For construction projects with permit fees calculated using Section F, additional fees apply for permit issuance. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

Activity Description	Fee	Charge Basis	Note	CPI
1 Stand-Alone or Combination Permit Fees (Alternative Calculation)				
a) One Inspection Required	\$78			Y
b) Two Inspections Required	\$155			Y
c) Three Inspections Required	\$233			Y
d) Four Inspections Required	\$310			Y
e) Each Additional Inspection	\$78			Y

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

G. Building Plan Review Fees

Activity Description	Fee	Charge Basis	Note	CPI
1 Plan Check Fees				
a) Plan Review Fee, if applicable	65% of Building Permit Fee		[a]	N
b) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg			N
c) Expedited Plan Check (when applicable)	1.5x standard plan check fee			N
d) Tract Home (Production Units)	10% of standard plan check fee		[b]	N
e) Alternate Materials and Materials Review (per hour)	\$155			Y
g) Revisions of Approved Plans	Hourly			Y

When applicable, plan check fees shall be paid at the time of application for a building permit.
The plan checking fee is in addition to the building permit fee

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

H. Other Fees

Activity Description	Fee	Note	CPI
1 Permit Issuance Fee	\$65		Y
2 General Plan Maintenance Fee (fee per \$1,000 valuation)	\$0.60	[a]	Y
3 Technology Fee (percent of permit fee)	3%		Y
4 Strong Motion Instrumentation (SMI) Fee Calculation			
a) Residential	\$0.50 or valuation x .00013		N
b) Commercial	\$0.50 or valuation x .00028		N
5 Building Standards (SB 1473) Fee Calculation (Valuation)			
a) \$1 - \$25,000	\$1		N
b) \$25,001 - \$50,000	\$2		N
c) \$50,001 - \$75,000	\$3		N
d) \$75,001 - \$100,000	\$4		N
e) Each Add'l \$25,000 or fraction thereof	Add \$1		N
6 Document Imaging			
a) First Sheet	\$13		Y
b) Each Additional Sheet	\$5		Y
7 Certificate of Occupancy			
a) Temporary Certificate of Occupancy (per 30 Days)	\$465		Y
b) Certificate of Occupancy			
i) Single Family Residential	\$155		Y
ii) Multi-Family Residential / Commercial	\$310		Y
8 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	\$233		Y
Copies, Re-Print, Change Of Contractor			
9 Printing Scanned / Archived Drawings	\$10		Y
10 Job Card / Permit Re-Print	\$51		Y
11 Change Of Contractor	\$78		Y

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

H. Other Fees

Activity Description	Fee	Note	CPI
Violation Fees			
12 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)	equal to permit fee		N
Other Fees			
13 Phased Inspection Fee (per inspection)	\$78		Y
14 After Hours Inspection (per hour) (2-hour minimum)	\$186		Y
15 Re-inspection Fee (2nd Time or More) (each)	\$78	[b]	Y
16 Missed inspection Fee	\$78		Y
17 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$78		Y

[a] Fee only applies to permits for new construction and additions.

[b] Reinspection fee applies after the first re-inspection.

City of Cathedral City

MASTER FEE SCHEDULE - CODE COMPLIANCE FEES

Fee Description	Fee	Charge Basis	Note	CPI
1 Garage Sale Permit	\$30	each		Y
2 Street Vendor Permit				
a) Initial	\$192	each		Y
b) Renewal	\$100	each		Y
3 Release of Notice of Pendency Fee	\$225	per recorded document		Y
4 Abandoned Property Registration & Monitoring Fee				
a) Registration Fee				
i) Initial	\$70	per year		Y
ii) Renewal	\$70	per year		Y
b) Monitoring Fee				
i) Initial	\$230	per year		Y
ii) Renewal	\$230	per year		Y

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
Land Subdivision				
1 Parcel Map:				
a) Final Parcel Map				
i) Initial Sheet	\$2,322	per sheet	Y - See note	
ii) Each Additional Sheet	\$641	per sheet	Y - See note	
b) Final Parcel Map - Amendment				
i) Initial Sheet	\$2,322	per sheet	Y - See note	
ii) Each Additional Sheet	\$641	per sheet	Y - See note	
c) Substantial Conformance Review				
i) Initial Sheet	\$2,763	per sheet	Y - See note	
ii) Each Additional Sheet	\$1,201	per sheet	Y - See note	
2 Tract Map:				
a) Final Tract Map				
i) Initial Sheet	\$2,483	per sheet	Y - See note	
ii) Each Additional Sheet	\$721	per sheet	Y - See note	
b) Final Tract Map - Amendment				
i) Initial Sheet	\$2,483	per sheet	Y - See note	
ii) Each Additional Sheet	\$721	per sheet	Y - See note	
c) Substantial Conformance Review				
i) Initial Sheet	\$2,763	per sheet	Y - See note	
ii) Each Additional Sheet	\$1,201	per sheet	Y - See note	
3 Reversion to Acreage:				
a) Initial Sheet	\$2,563	per sheet	Y - See note	
b) Each Additional Sheet	\$641	per sheet	Y - See note	
4 Lot Line Adjustment/Parcel Merger				
a) Lot Line Adjustment	\$2,073	per request	Y - See note	
b) Parcel Merger	\$2,073	per request	Y - See note	
5 Street Dedication/Vacation				
a) Land Action Documents (Right-of-Way Easements/Grant Deeds, etc.)	\$2,120	per request	Y - See note	
b) Vacation of Street/Public Right-of-Way	\$2,638	per request	Y - See note	

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
6 Land Survey				
a) Record of Survey	\$521	per request		Y - See note
b) Certificate of Correction	\$681	per request		Y - See note
Grading / Project Improvements				
7 Plan Review (First 3 Reviews):				
a) Mass Grading / Stockpile				
i) Initial Sheet	\$283	per sheet		Y - See note
ii) Each Additional Sheet	\$94	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$94	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$94	per sheet		Y - See note
b) Rough Grading				
i) Initial Sheet	\$1,321	per sheet		Y - See note
ii) Each Additional Sheet	\$721	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$1,121	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$801	per sheet		Y - See note
c) Precise Grading - Commercial				
i) Initial Sheet	\$1,802	per sheet		Y - See note
ii) Each Additional Sheet	\$1,121	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$1,441	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$961	per sheet		Y - See note
d) Precise Grading - Tract Homes				
i) Initial Sheet	\$1,041	per sheet		Y - See note
ii) Each Additional Sheet	\$200	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$561	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$200	per sheet		Y - See note
e) Precise Grading				
i) Precise Grading - Infill Home	\$480			Y - See note
ii) Precise Grading - Custom Home	\$961			Y - See note

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
f) PM 10 (Fugitive Dust Control)				
i) PM 10 Packet	\$471	each		Y - See note
ii) PM 10 Full Size Plan	\$754	each		Y - See note
iii) Revisions - Packet	\$377	per sheet		Y - See note
iv) Revisions - Full Size Plan	\$283	per sheet		Y - See note
g) Street Improvements				
i) Initial Sheet	\$1,441	per sheet		Y - See note
ii) Each Additional Sheet	\$641	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$961	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$480	per sheet		Y - See note
h) Storm Drain				
i) Initial Sheet	\$1,441	per sheet		Y - See note
ii) Each Additional Sheet	\$641	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$961	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$480	per sheet		Y - See note
i) Signing and Striping				
i) Initial Sheet	\$1,281	per sheet		Y - See note
ii) Each Additional Sheet	\$641	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$1,121	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$641	per sheet		Y - See note
j) Traffic Signal				
i) Initial Sheet	\$1,922	per sheet		Y - See note
ii) Each Additional Sheet	\$961	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$801	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$480	per sheet		Y - See note
k) Sidewalk (when submitted separately from grading plan)				
i) Initial Sheet	\$801	per sheet		Y - See note
ii) Each Additional Sheet	\$320	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$641	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$320	per sheet		Y - See note
l) Traffic Control Plan	\$320	per sheet		Y - See note

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
m) Record Drawings Review				
i) Initial Sheet	\$801	per sheet		Y - See note
ii) Each Additional Sheet	\$160	per sheet		Y - See note
n) Hydrology Report	\$1,441	per report		Y - See note
i) Revisions	\$480	per report		Y - See note
o) Traffic Study	\$2,073	per study		Y - See note
p) Traffic Letter	\$377	per letter		Y - See note
q) Water Quality Mgmt. Plan Report (WQMP)	\$2,261	per report		Y - See note
i) Revisions	\$942	per report		Y - See note
r) Stormwater Pollution Prevention Plan (SWPPP)	\$480	per plan		Y - See note
i) Revisions	\$160	per plan		Y - See note
s) Sewer and Water - Onsite or Offsite				
i) Initial Sheet	\$160	per sheet		Y - See note
ii) Each Additional Sheet	\$80	per sheet		Y - See note
iii) Revisions - Initial Sheet	\$80	per sheet		Y - See note
iv) Revisions - Each Additional Sheet	\$80	per sheet		Y - See note
8 Plan Review (>3 Reviews)	\$160	per hour		Y - See note
9 Expedited Plan Review Fee	1.5x standard fee		[a]	N
10 Permit Inspection				
a) Mass Grading / Stockpile				
i) Per 1,056 CY	\$160			Y - See note
b) Rough Grading				
i) First 3 Acres	\$801			Y - See note
ii) Each Additional Acre	\$120			Y - See note

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
c) Precise Grading				
i) Single Family Infill Lot	\$480			Y - See note
ii) Single Family Custom Home Lot	\$641			Y - See note
iii) Tract Home (per lot)	\$320			Y - See note
iv) All Others				
a) Without Rough Grading				
i) First 3 Acres	\$801			Y - See note
ii) Each Additional Acre	\$160			Y - See note
b) Subsequent to Rough Grading				
i) First 3 Acres	\$480			Y - See note
ii) Each Additional Acre	\$80			Y - See note
d) Street Improvements - On-Site				
i) Up to 500 LF	\$1,922		[d],[f]	Y - See note
ii) 500 - 1,000 LF	\$3,203		[d],[e],[f]	Y - See note
iii) Each Additional 1,000 LF	\$1,602		[d],[e],[f]	Y - See note
e) On-Site Improvements Other Than Street Improvements				
i) Up to 5,000 Sq Ft	\$2,082		[e],[f]	Y - See note
ii) 5,000 Sq Ft - 10,000 Sq Ft	\$4,004		[e],[f]	Y - See note
iii) Each Additional 10,000 Sq Ft	\$480		[e],[f]	Y - See note
f) PM10 (per year)				
i) Single Family Infill Lot <10,000 Sq Ft	\$641		[b]	Y - See note
ii) > 10,000 Sq Ft - < 10 Acres	\$1,922		[b] , [c]	Y - See note
iii) 10 - 50 Acres	\$2,883		[b] , [c]	Y - See note
iv) 51 - 200 Acres	\$3,844		[b] , [c]	Y - See note
v) > 200 Acres	\$4,805		[b] , [c]	Y - See note
11 Encroachment Permits				
a) Street Improvements - Off-Site				
i) Up to 500 LF	\$2,723		[d]	Y - See note
ii) 500 - 1,000 LF	\$4,485		[d],[e]	Y - See note
iii) Each Additional 1,000 LF	\$2,082		[d],[e]	Y - See note



City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
b) Storm Drain Line				
i) Up to 500 LF	\$1,281			Y - See note
ii) 500 - 1,000 LF	\$2,242		[e]	Y - See note
iii) Each Additional 1,000 LF	\$961		[e]	Y - See note
c) Storm Drain Inlet/Outlet Structures				
i) Up to 5	\$641			Y - See note
ii) Each Additional	\$160			Y - See note
d) Storm Drain Retention (Underground Systems)	\$961	per unit		Y - See note
e) Off-site Signing and Striping				
i) Up to 500 LF	\$641		[g]	Y - See note
ii) 500 - 1,000 LF	\$1,281		[e],[g]	Y - See note
iii) Each Additional 1,000 LF	\$240		[e],[g]	Y - See note
f) Traffic Signal	\$5,125			Y - See note
g) NPDES				
i) SWPPP				
a) Single Family Infill Lot <10,000 Sq Ft	\$320	per year	[h]	Y - See note
b) > 10,000 Sq Ft - < 10 Acres	\$961	per year	[h]	Y - See note
c) 10 - 50 Acres	\$1,441	per year	[h]	Y - See note
d) 51 - 200 Acres	\$1,922	per year	[h]	Y - See note
e) > 200 Acres	\$2,402	per year	[h]	Y - See note
ii) Water Quality Mgmt. Plan (WQMP)	\$961	each	[i]	Y - See note
h) Bond Reduction Request	\$1,842			Y - See note
i) Final Inspection/Acceptance				
i) Single Family Lot <10,000 Sq Ft	\$160		[j]	Y - See note
ii) > 10,000 Sq Ft - < 2 Acres	\$480		[k]	Y - See note
ii) > 2 Acres - < 10 Acres	\$641		[k]	Y - See note
iii) > 10 - < 50 Acres	\$961		[k]	Y - See note
iv) > 50 - 200 Acres	\$1,281		[k]	Y - See note
v) > 200 Acres	\$1,602		[k]	Y - See note

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
j) Traffic Control				
i) Up to Two Consecutive Days	\$200		[l]	Y - See note
ii) Three - Five Consecutive Days	\$480			Y - See note
iii) Each Additional Consecutive Day (Up to 10 Days)	\$120	per day		Y - See note
iv) 11+ Days (Up to 60 Calendar Days Max)	\$1,602			Y - See note
k) Cut/Bore/Vault/Pot Hole	\$320	each		Y - See note
l) Driveway				
i) Residential	\$400			Y - See note
ii) Commercial	\$641			Y - See note
m) Excavation / Trenching				
i) First 100 LF	\$480			Y - See note
ii) Each Additional 100 LF	\$80			Y - See note
n) Sidewalk				
i) Up to 20 Lineal Feet	\$240			Y - See note
ii) 20 - 100 Lineal Feet	\$320			Y - See note
iii) Each Additional 100 Lineal Feet	\$160			Y - See note
o) Sewer and Water - Private On Site	\$641			Y - See note
p) Night Work (per night)	\$1,281			Y - See note
q) Excess Inspection / Missed Inspection / Re-Inspection / Re-Call Compliance Inspections	\$160			Y - See note
r) Stop Work Notice Release	\$480			Y - See note
12 Research/Administrative				
a) Subdivision Improvement Agreement (SIA)	\$1,922	per request		Y - See note
b) SIA - Time Extension	\$1,121	per request		Y - See note
c) Assignment & Assumptions Agreement	\$2,082	per request		Y - See note
d) Flood Plain				
i) Research/FEMA App	\$480	per request		Y - See note
ii) Community Acknowledgement Form	\$240	per request		Y - See note
e) Bid Protest Review	\$1,281			Y - See note
f) Misc Research (per request, per hour)	\$160		[m]	Y - See note
g) Misc Covenant Review & Approval	\$400			Y - See note
h) CC&R Review (per request)	\$2,563			Y - See note
i) Streetlight Application Review and Covenant	\$400			Y - See note

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
13 Reactivation of Permit				
a) Reactivation of an Expired Minor Permit	10% of original permit fee	each	[n]	N
b) Reactivation of an Expired Major Permit	20% of original permit fee	each	[n]	N
14 Technology Enhancement Fee	3% of fee			Y - See note
15 Transportation Permits				
a) Annual	\$90	each		N
b) Single Event	\$16	each		N
16 Pool Drain Permit	\$31	each		N
17 Business License Inspection	\$94	each		Y - See note
18 NPDES Inspections				
a) Food Use	\$188			Y - See note
b) Hazardous Waste				
i) without Storage	\$188			Y - See note
ii) with Storage	\$236			Y - See note
19 Park/Gazebo Rentals			[o]	

[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.

[b] For PM10 annual permit.

[c] Fee generally assumes one inspection per month. Additional inspections billed using re-inspection fee.

[d] Includes, curb, gutter, and sidewalk. Excludes driveways.

[e] Rounded up to nearest thousand feet.

[f] Excluding building foundation footprint.

[g] Footage based on centerline street length.

[h] Annual inspection cost.

[i] Includes Water Quality Management Plan specific covenant.

[j] Includes tract single family homes, does not include tract final.

[k] Includes tract finals.

[l] Permanent patching of pavement at same location will count as a subsequent consecutive day.

[m] Estimate provided up front.

[n] Assumes no changes to original permit.

[o] Based on recommendation from PACE and final approval by City Council.

Notes regarding annual fee adjustments:

- 1) For Fiscal Year 2022/23 fees shall be adjusted to recover 92.5% of cost of service.
- 2) For Fiscal Year 2023/24 fees shall be adjusted to recover 100% of cost of service.
- 3) For subsequent years, fee adjustments shall follow City's standard CPI adjustment.

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note	CPI
1 Water Based Fire Protection Systems (1)				
a) Fire Sprinkler Commercial/Multi Family/Other - New System				
i) Plan Review (up to 50 heads)	\$429	per installation		Y
ii) Inspection (up to 50 heads)	\$585	per installation		Y
b) Fire Sprinkler Commercial/Multi Family/Other - Alteration				
i) Plan Review (up to 25 heads)	\$195	per installation		Y
ii) Inspection (up to 25 heads)	\$273	per installation		Y
c) Fire Sprinkler, Per additional head - New or Alteration				
i) Plan Review	\$1	per head		Y
ii) Inspection	\$2	per head		Y
d) Fire Sprinkler Single Family/Duplex - New System				
i) Plan Review	\$234	per installation		Y
ii) Inspection	\$390	per installation		Y
e) Fire Sprinkler Single Family/Duplex - Alteration of Existing System				
i) Plan Review	\$234	per installation		Y
ii) Inspection	\$234	per installation		Y
f) Standpipe				
i) Plan Review (per vertical standpipe)	\$312	per system		Y
ii) Inspection (per vertical standpipe)	\$624	per system		Y
g) Fire Protection Underground System				
i) Plan Review	\$234	each		Y
ii) Inspection	\$624	each		Y
h) Per Additional Sprinkler Riser or Hydrant				
i) Plan Review	\$234	each		Y
ii) Inspection	\$312	each		Y

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note	CPI
2 Fire Alarm System (1):				
a) Fire Alarm - New System				
i) Plan Review (up to 25 devices)	\$156	per system		Y
ii) Inspection (up to 25 devices)	\$156	per system		Y
b) Fire Alarm - Alteration				
i) Plan Review (up to 5 devices)	\$156	per system		Y
ii) Inspection (up to 5 devices)	\$156	per system		Y
c) Per Additional Device				
i) Plan Review - New or Alteration	\$2	per device		Y
ii) Inspection - New or Alteration	\$3	per device		Y
3 Alternative Automatic Extinguishing Systems (Dry, Wet, CO2, Halon, UL				
a) Plan Review	\$234	per system		Y
b) Inspection	\$351	per system		Y
4 Other Fire Construction Reviews and Inspections (2):				
a) LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, Industrial Oven, & other Fire Construction Permit				
i) Plan Review	\$234	per system		Y
ii) Inspection	\$2	per system		Y
b) Public School Access & Water Supply Plan Check (hourly) - Minimum 1 hour review deposit required (3)	\$156	per review		Y
5 Hazardous Activities Installation/Removal Permits Above Ground - Hazardous Materials Tank and/or Pipe Installation or Removal (1 tank)(4):	\$312	per tank system		Y
Permits to Operate (Type of Permit Activity)				
6 Amusement Building	\$78			Y
7 Carnivals and Fairs	\$156			Y
8 Combustible Dust Operations	\$78			Y
9 Covered Mall Buildings	\$312			Y
10 Exhibits and Trade Shows	\$156			Y
11 Explosives or Blasting Agents	\$156			Y
12 Mobile Fueling	\$78			Y
13 Recreational or Bon Fire	\$156			Y
14 Theatrical Fire Performance	\$312			Y
15 High Pile Storage	\$78			Y

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note	CPI
16 Hot Work Operations	\$78			Y
17 Industrial Ovens	\$78			Y
18 Lumber Yards	\$156			Y
19 Misc. Combustible Storage	\$156			Y
20 Places of Assembly				
a) Less than 300 occupant load	\$156			Y
b) 300 - 999 occupant load	\$156			Y
c) 1,000 or more occupant load	\$312			Y
21 Commercial Day Care Facility				
a) 7 - 49 persons	\$78			Y
b) 50 - 149 persons	\$156			Y
c) 150 or more persons	\$234			Y
22 Institutional				
a) Less than 6 patients	\$78			Y
b) 6 or more patients	\$78			Y
c) Detention facilities	\$312			Y
23 Apartments/Hotels/Motels				
a) 3 - 16 units	\$156			Y
b) 17 - 32 units	\$234			Y
c) 33 or more units	\$312			Y
24 Large Family Day Care				
a) Large Family Day Care	\$78			Y
b) Pre-inspection (at hourly rate)	\$78			Y
25 850 Inspections				
a) 850 Inspection (at hourly rate)	\$78			Y

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note	CPI
26 Residential Care Facilities				
a) 7 or more residents	\$78			Y
b) Pre-inspection (at hourly rate)	\$78			Y
27 Temporary Membrane Structures (Tents/Canopies)				
a) 401 - 1,499 SF	\$78			Y
b) 1,500 - 2,999 SF	\$78			Y
c) 3,000 - 5,999 SF	\$156			Y
d) 6,000 or more SF	\$234			Y
28 Annual Inspection: Above Ground - Flammable / Combustible Liquid Tank and/or Pipe	\$156	per tank system		Y
29 New Construction Plan Check (6):				
a) A - Assembly	\$390	each		Y
b) B, I, M - Business, Institutional, Mercantile	\$312	each		Y
c) E, R-1, R-2 - Educational, Multi-Family	\$390	each		Y
d) F, S, H - Factory, Storage, Hazardous	\$390	each		Y
e) R-3 - Single Family	\$156	each		Y
f) All Tenant Improvements	\$156	each		Y
g) U - Utility Structures and Buildings	\$156	each		Y
h) All Shell Buildings	\$156	each		Y
Other Miscellaneous Fees				
30 Copy of Incident Report (per incident)	\$15			Y
31 Media Reproduction (audio, video, photographic)	Actual Cost			N
32 Emergency Response Caused by DUI	Actual Cost			N
33 Weed Abatement Administrative Parcel Fee	\$312			Y
34 Code Appeal (per hour)	\$156			Y
35 Fire Flow / Hydrant Test	\$468			Y
36 Minimum Intake Fee	\$156			Y
37 Voluntary Inspection	\$312			Y
38 Technical Report (alternate material or method request)	\$624			Y
39 Inspection Requests (after normal business hours) (7)	1.5 x charge amount			N
40 Excessive resubmittals and inspections	\$156	each		Y
41 Administrative Fee (work without a permit)	\$390			Y
42 Code Review or Design Consultation (per hour)	\$156			Y
43 Fire Prevention Division Hourly Rate	\$156			Y

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note	CPI
44 Late Payment Penalty for Permits				
a) 30 days past due	\$50			N
b) 60 days past due	\$100			N
c) 90 days past due	\$200			N
45 Special Request for Fire Department Personnel Services	overtime rate by rank	per hour		Y

(1) Fee includes up to two plan checks or three inspections. Additional costs to be recovered at staff hourly rate.

(2) Fee includes up to two plan checks or two inspections. Additional costs to be recovered at staff hourly rate.

(3) Actual costs - may also be charged by actual costs using the fully burdened hourly rates plus any outside consultant costs if applicable.

Review time exceeding initial hours assumed for establishing deposit is billed at hourly rate.

(4) Fee includes plan check and up to two inspections. Additional costs to be recovered at staff hourly rate.

(5) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request.

The standard number of hours estimated can be calculated by dividing the fee amount by \$157, the Division's fully-burdened hourly rate.

For example, a fee amount of \$314 assumes roughly 2.00 hours will be required to perform a standard request for the fee related service.

Review and inspection efforts that exceed the standard number of hours used to calculate the fee by more than one hour will be billed hourly for any time spent in excess of the standard hours built into the fee.

(6) Planning submittals for fire review and related correspondence, meetings, etc. may be charged for at hourly rate during the construction plan review.

(7) Inspection outside normal work hours will require hourly fees in addition to other required fees.

City of Cathedral City

MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note	CPI
ADULT ORIENTED BUSINESSES:					
1 Sexually Oriented Business New Permit	\$2,457		flat fee		Y
2 Sexually Oriented Business Renewal Permit	\$1,229		flat fee		Y
3 ANNEXATION TO CATHEDRAL CITY:		\$20,000	deposit		Y
APPEALS:					
4 Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	\$1,000		flat fee		Y
SIMILAR USE DETERMINATION:					
5 Similar use determination - Administration	\$473		flat fee		Y
6 Similar use determination by PC	\$1,134		flat fee		Y
CONDITIONAL USE PERMITS:					
7 CUP - Including design review for new structure or modification		\$8,514	minimum fee / initial deposit		Y
8 CUP - Use only - no structural alteration / modification		\$1,890	minimum fee / initial deposit		Y
9 CUP - Alcohol, Garage > 800 sq ft, Other Minor		\$756	minimum fee / initial deposit		Y
10 CUP - Revisions / Modifications - Major		\$4,158	minimum fee / initial deposit		Y
11 CUP - Revisions / Modifications - Minor		\$1,890	minimum fee / initial deposit		Y
DESIGN REVIEWS:					
12 Design Review - Administrative Approval					
a) without Architectural Review Committee Required		\$1,134	minimum fee / initial deposit		Y
b) with Architectural Review Committee Required		\$2,457	minimum fee / initial deposit		Y
13 Design Review - Discretionary Approval		\$8,514	minimum fee / initial deposit		Y
14 Design Review - Duplex 3-4 Units		\$1,512	minimum fee / initial deposit		Y

City of Cathedral City

MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note	CPI
ENVIRONMENTAL PROCESSING:					
15 Negative Declaration		\$4,725	minimum fee / initial deposit		Y
16 Environmental Impact Report		\$16,443	minimum fee / initial deposit		Y
FILM PERMITS:					
17 Film Permit - Still Fee	\$945		flat fee		Y
a) plus Daily Fee, or	\$284		flat fee		Y
b) Weekly Fee	\$945		flat fee		Y
18 Film/Video	\$945		flat fee		Y
a) plus Daily Fee, or	\$284		flat fee		Y
b) Weekly Fee	\$945		flat fee		Y
PLANNED UNIT DEVELOPMENTS:					
19 PUD		\$16,065	minimum fee / initial deposit		Y
20 Amended/Revised PUD		\$7,938	minimum fee / initial deposit		Y
PLANS:					
21 General Plan Amendment		\$7,655	minimum fee / initial deposit		Y
22 Change of Zone		\$7,655	minimum fee / initial deposit		Y
23 Change of Zone w / GPA		\$10,962	minimum fee / initial deposit		Y
24 Specific Plan		\$20,034	minimum fee / initial deposit		Y
25 Specific Plan Amendment		\$8,505	minimum fee / initial deposit		Y
26 Development Agreements		\$8,411	minimum fee / initial deposit		Y
SIGN PERMITS:					
27 Master Sign Program	\$1,512		flat fee		Y
28 Window Signs - NonExempt	\$95		flat fee	[a]	Y
29 Drive thru menu boards	\$851		flat fee	[a]	Y
30 Subdivision sign	\$1,229		flat fee	[a]	Y
31 New Sign - Wall	\$378		flat fee	[a]	Y
32 Monument Signs					
a) Shopping Center	\$1,323		flat fee	[a]	Y
b) All Others	\$662		flat fee	[a]	Y
33 Billboards	\$6,048		flat fee	[a]	Y

City of Cathedral City

MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note	CPI
34 Temporary Signs	\$95		flat fee	[a]	Y
35 Alteration of sign face	\$95		flat fee	[a]	Y
36 Special permit for noncommercial murals			fixed by resolution, section 9.62.070, ord 554,2001		N
SUBDIVISION MAPS:					
37 Tentative / Vesting Parcel Maps-up to 4 parcels		\$4,725	minimum fee / initial deposit		Y
38 Tentative / Vesting Tract Maps-up to 10 lots		\$6,615	minimum fee / initial deposit		Y
39 Tentative Tract Maps - per additional lot		\$50	minimum fee / initial deposit		Y
40 Map Revisions		\$2,268	minimum fee / initial deposit		Y
41 Reversion to Acreage		\$4,725	minimum fee / initial deposit		Y
MISCELLANEOUS:					
INSPECTIONS:					
42 Final Inspection (2)	\$284		flat fee		Y
43 Re-inspections for Final Approval	\$189		flat fee		Y
44 Final Landscape Inspection	\$284		flat fee		Y
45 Inspection - Commercial					
a) Alterations/Additions - Non-Residential	\$284		flat fee		Y
b) New Construction - Up to 5 acres	\$473		flat fee		Y
c) New Construction - 5 acres or greater	\$1,134		flat fee		Y
46 Inspection - Residential					
a) Alterations/Additions - Residential	\$95		flat fee		Y
b) Residential - SFD	\$189		flat fee		Y
c) Residential - MFD - up to 4 units	\$473		flat fee		Y
d) Residential - Multi-family over 4 units	\$1,134		flat fee		Y
PLAN CHECK:					
47 Final Landscape Plan	\$1,040	\$1,040	minimum fee / initial deposit		Y
48 Plan Check Fee - Commercial					
a) Alterations / Additions - Non-Residential		\$198	minimum fee / initial deposit		Y
b) Up to 5 acres		\$2,079	minimum fee / initial deposit		Y
c) 5 acres or greater		\$3,119	minimum fee / initial deposit		Y

City of Cathedral City

MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note	CPI
49 Plan Check Fees - Residential					
a) Alterations / Additions - Residential	\$95		flat fee		Y
b) Residential - SFD	\$236		flat fee		Y
c) Residential - MFD - up to 4 units	\$614		flat fee		Y
d) Residential - Multi-family over 4 units		\$2,457	minimum fee / initial deposit		Y
STREET NAME CHANGE:					
50 Street Name Change	\$2,563		flat fee		Y
TIME EXTENSIONS:					
51 Time Extensions	\$1,890		flat fee		Y
SPECIAL USE PERMITS:					
52 Special Use Permits (SUP) - Minor	\$567		flat fee		Y
53 Special Use Permits (SUP)	\$1,512		flat fee		Y
54 Downtown Core SUP (Includes C'wide Events)	\$2,268		flat fee		Y
55 Dance Permit	\$1,134		flat fee		Y
VARIANCES:					
56 Variance		\$4,158	minimum fee / initial deposit		Y
57 Administrative Variance - Minor	\$567		flat fee		Y
58 Administrative Variance	\$1,512		flat fee		Y
OTHER FEES:					
59 General Plan & Zoning Letter (Zoning Confirmation Letter)	\$295		flat fee		Y
60 Zoning Compliance Letter	\$1,512		flat fee		Y
61 RV Parking Permit	\$425		flat fee		Y
62 Handbill Permit	\$331		flat fee		Y
HOUSING:					
63 Senate Bill (SB) 330 Application Review	\$1,512		flat fee		Y
PRE-APPLICATION / CONCEPTUAL DESIGN REVIEW:					
64 Conceptual Design Review	\$1,323		flat fee		Y
PUBLIC NOTICING:					
65 Public Noticing	\$500		flat fee		Y
HOURLY BILLING RATES FOR DEPOSITS					
66 Hourly Billing Rates		See rate sched	per hour		Y

[a] Fee reduced by 50% if part of sign program.

City of Cathedral City
MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note	CPI
Full Cost Deposits and Deposit Replenishment					
<p>Applicants for full cost (deposit-based) submittals shall pay for all City staff and contract service provider time and materials required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule will be subject to a full cost reimbursement agreement to be approved by the City Manager and/or City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.</p>					
<p>Initial deposits will be collected and held by the City in a deposit account at the time the application is submitted. Project billing amounts will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.</p>					
<p>Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. Any deposit amounts remaining after final project close out will be returned to applicant (less bond amounts held by the City).</p>					
<p>As may be required for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.</p>					
Overview of Fee Structure					
<p>Fees may be either fixed fees, deposits, or deposits with a minimum fee amount due. When a fee is deposit-based, the City will collect the initial deposits and bill against that deposit. The minimum total amount charged for deposit-based fees shall be the amount shown in the minimum fee / initial deposit column.</p>					

City of Cathedral City

MASTER FEE SCHEDULE - POLICE FEES

Fee Description	Fee	Charge Basis	Note	CPI
1 Report Copies				
a) Traffic Collision Report	\$20	per report		N
b) All Other Reports	\$0.25 / page	per page		N
c) Photos / Digital Media (e.g. Flash Drive) if provided by City	\$10	per device		N
2 Citation Sign-Off				
a) CCPD Citation, CC Resident	No Charge	per citation		N
b) Non-CCPD Citation, CC Resident	\$15	per citation		N
c) Non-Resident	\$25	per citation		N
3 Residency Letter	\$45	per request		Y
4 Local Criminal History	\$45	per request		Y
5 ABC Letter	\$45	per request		Y
6 Vehicle Release	\$225	per request		Y
7 Repossession Receipt	\$15	each	[a]	N
8 Alarm User Permit				
a) Initial permit application	\$35	each		N
b) Renewal permit application	\$30	each		N
c) Late Filing Fees				
i) 30 days Late Fee (add to base permit fee)	\$10	each		N
ii) 90 Days Late Fee (add to base permit fee)	\$20	each		N
d) Re-Issued Alarm User Permit	\$200	each		N
9 Excessive False Alarms (Permitted Alarm Systems):				
a) First false alarm				
i) Burglary	No Charge	each		N
ii) Duress/robbery	No Charge	each		N
b) Second false alarm				
i) Burglary	\$100	each		N
ii) Duress/robbery	\$100	each		N
c) Third false alarm				
i) Burglary	\$150	each		N
ii) Duress/robbery	\$150	each		N
d) Fourth false alarm and Each Additional				
i) Burglary	\$200	each		N
ii) Duress/robbery	\$200	each		N

City of Cathedral City

MASTER FEE SCHEDULE - POLICE FEES

Fee Description	Fee	Charge Basis	Note	CPI
10 Excessive False Alarms (Non-Permitted Alarm Systems):				
a) First false alarm				
i) Burglary	\$100	each		N
ii) Duress/robbery	\$100	each		N
b) Second and Each Additional				
i) Burglary	\$200	each		N
ii) Duress/robbery	\$200	each		N
11 Online Alarm Education Diversion Course	\$25	each		N
12 Carry Concealed Weapon License				
a) Initial Application (Plus applicable DOJ fees)	\$200	per application		Y
b) Renewal (Plus applicable DOJ fees)	\$173	per application		Y
c) Duplicate / Amended License (Plus applicable DOJ fees)	\$25	per request		N
d) Psychological Testing, if Required (Plus applicable DOJ fees)	Actual Cost	each		N
13 Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	\$132	per response		N
14 DUI Traffic Collision Response	\$520	per incident		Y
15 Special Service Requests				
a) Regular Time				
i) Police Sergeant	\$135	per hour		Y
ii) Police Officer	\$94	per hour		Y
b) Over-Time				
i) Police Sergeant	\$171	per hour		Y
ii) Police Officer	\$120	per hour		Y

[a] Fee established by State of California.

City of Cathedral City

MASTER FEE SCHEDULE - SHORT TERM RENTAL PERMIT FEES

Fee Description	Fee	Charge Basis	Note	CPI
1 Short-Term Rental Permit Fee				
a) Homesharing Permit	\$525	per year		Y
b) Short-Term Vacation Rental Permit	\$1,950	per year		Y

City of Cathedral City

MASTER FEE SCHEDULE - HOURLY BILLING RATES

BILLING RATES FOR FEE-RELATED SERVICES (HOURLY / T&M BILLINGS)

Fee Category / Division	Position	Hourly Billing Rate	Inflator Added to Base Salary	Note	CPI
1 Planning	Director	\$326			Y
2 Planning	Associate Planner	\$191			Y
3 Planning	Assistant Planner	\$174			Y
4 Planning	Office Assistant	\$88			Y
5 Planning	Uniform Hourly Billing Rate	\$189			Y
6 Planning	All Other Positions		3.29	[a]	N
7 Planning	Contract Service Support	Pass-through + 15% Admin		[b]	N
8 Building	Uniform Hourly Billing Rate	\$155		[c]	Y
9 Building	Contract Service Support	Pass-through + 15% Admin		[b]	N
10 Engineering	Eng Pub Works Director	\$335			Y
11 Engineering	City Engineer	\$335			Y
12 Engineering	Senior Engineer	\$187			Y
13 Engineering	Development Project Manager	\$187			Y
14 Engineering	Program Administrator	\$169			Y
15 Engineering	Associate Civil Engineer	\$169			Y
16 Engineering	Assistant Civil Engineer	\$159			Y
17 Engineering	Engineering Tech II	\$131			Y
18 Engineering	Engineering Tech I	\$114			Y
19 Engineering	Comm Dev Specialist	\$91			Y
20 Engineering	Office Assistant	\$91			Y
21 Engineering	Uniform Hourly Billing Rate	\$188			Y
22 Engineering	All Other Positions		3.38	[a]	N
23 Engineering	Contract Service Support	Pass-through + 15% Admin		[b]	N
24 Code Enforcement	Code Compliance/Dev Manager	\$231			Y
25 Code Enforcement	Code Compliance Officer II	\$133			Y
26 Code Enforcement	Analyst II	\$143			Y
27 Code Enforcement	Administrative Assistant I	\$122			Y
28 Code Enforcement	Uniform Hourly Billing Rate	\$144			Y
29 Code Enforcement	All Other Positions		3.44	[a]	N
30 Code Enforcement	Contract Service Support	Pass-through + 15% Admin		[b]	N

City of Cathedral City

MASTER FEE SCHEDULE - HOURLY BILLING RATES

BILLING RATES FOR FEE-RELATED SERVICES (HOURLY / T&M BILLINGS)

Fee Category / Division	Position	Hourly Billing Rate	Inflator Added to Base Salary	Note	CPI
31 Fire Prevention	Uniform Hourly Billing Rate	\$156		[c]	Y
32 Fire Prevention	Contract Service Support	Pass-through + 15% Admin		[b]	N
33 Finance	Deputy Finance Director	\$224			Y
34 Finance	Accountant II	\$138			Y
35 Finance	Analyst II	\$108			Y
36 Finance	Payroll Coordinator	\$108			Y
37 Finance	Analyst I	\$98			Y
38 Finance	Admin Assistant I	\$89			Y
39 Finance	Uniform Hourly Billing Rate	\$126			Y
40 Finance	All Other Positions		2.49	[a]	N
41 Finance	Contract Service Support	Pass-through + 15% Admin		[b]	N
42 City Clerk	City Clerk	\$161			Y
43 City Clerk	Office Assistant	\$61			Y
44 City Clerk	Uniform Hourly Billing Rate	\$111			Y
45 City Clerk	All Other Positions		2.29	[a]	N
46 City Clerk	Contract Service Support	Pass-through + 15% Admin		[b]	N
47 Police	Police Chief	\$369			Y
48 Police	Police Commander	\$287			Y
49 Police	Police Sergeant	\$248			Y
50 Police	Police Officer	\$174			Y
51 Police	Public Safety Dispatch Supervisor	\$148			Y
52 Police	Administrative Analyst II	\$146			Y
53 Police	Crime Analyst	\$140			Y
54 Police	Lead Dispatcher	\$134			Y
55 Police	Admin. Office Coordinator	\$130			Y
56 Police	Training Coordinator	\$130			Y
57 Police	Property & Evidence Tech II	\$130			Y
58 Police	Public Safety Dispatcher II	\$127			Y
59 Police	Police Records Specialist II	\$118			Y
60 Police	STVR Compliance Officer	\$130			Y
61 Police	Public Safety Dispatcher I	\$110			Y
62 Police	Police Records Specialist I	\$90			Y
63 Police	Uniform Hourly Billing Rate	\$174			Y
64 Police	All Other Positions		3.37	[a]	N
65 Police	Contract Service Support	Pass-through + 15% Admin		[b]	N

City of Cathedral City

MASTER FEE SCHEDULE - HOURLY BILLING RATES

BILLING RATES FOR FEE-RELATED SERVICES (HOURLY / T&M BILLINGS)

Fee Category / Division	Position	Hourly Billing Rate	Inflator Added to Base Salary	Note	CPI
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[a] To calculate hourly rate for positions not listed, multiply base salary rate per hour by factor shown. Outcome is fully-burdened hourly rate. Fully-burdened hourly rate includes benefits, adjustment for productive hours, indirect costs, etc. Example: \$90,000 annual salary / 2,080 hours = \$43.27/hr. Multiple by factor of 3.38 to calculate fully-burdened hourly rate of \$146/hr.

[b] For deposit-based or pass-through billings.

[c] Positional billings are not used for building fees. Use uniform hourly billing rate when required.

**Attachment 2:
Listing of Fees Proposed to be Modified to
Less Than Full Cost Recovery**



Cathedral City

Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

City of Cathedral City
 Master Fee Schedule Update
 Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

Fee Description	Cost of Service	Current Fee	Proposed Fee	Proposed Cost Recovery	Reason for Exception
Building Fees					
1 General Plan Maintenance Fee (fee per \$1,000 valuation)	\$2.41	\$0.50	\$0.60	25%	Fee proposed to increase by 20% over current level. Also, assume some general community wide benefit from General Plan update.
Business License Fees					
1 Duplicate License	\$11	\$5	\$5	48%	Fostering collaboration with business community and considerate of changing technologies.
2 Bingo Permit	\$84	\$53	\$50	60%	Maximum permit fee established by State of California.
Code Enforcement Fees					
1 Garage Sale Permit	\$72	\$25	\$30	42%	Encourage compliance.
2 Street Vendor Permit b) Renewal	\$192	\$50	\$100	52%	Encourage compliance.
3 Release of Notice of Pendency Fee	\$648	\$97	\$225	35%	Associated with curing distressed property issue.
4 Abandoned Property Registration & Monitoring Fee					
a) Registration Fee					
i) Initial	\$72	\$70	\$70	97%	Targeting approximately full cost recovery. Amount rounded.
ii) Renewal	\$72	\$70	\$70	97%	Targeting approximately full cost recovery. Amount rounded.
b) Monitoring Fee					
i) Initial	\$360	n/a	\$230	64%	No fee currently in place. Monitor fee performance. Associated with curing distressed property issue.
ii) Renewal	\$360	n/a	\$230	64%	No fee currently in place. Monitor fee performance. Associated with curing distressed property issue.
1 Engineering and Encroachment Permit Fees					Phase-in to full cost recovery over 2-year window. Year 1 = 92.5%; Year 2 = 100%
2 Transportation Permits					
a) Annual	\$ 471	\$ 90	\$90	19%	Set fee to mirror amounts established by California Department of Transportation.
b) Single Event	\$ 283	\$ 16	\$16	6%	Set fee to mirror amounts established by California Department of Transportation.
3 Pool Drain Permit	\$ 47	\$ -	\$31	65%	Encourage compliance.
Planning Fees					
APPEALS:					
1 Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	\$2,174	\$270	\$1,000	46%	Fee proposed to increase from current amount of \$270 to new amount of \$1,000. Updated fee attempts to acknowledge significant expense associated with processing appeals, while continuing to express a community goal of supporting an applicant or community member's ability to appeal decisions.
CONDITIONAL USE PERMITS:					
2 CUP - Alcohol, Garage > 800 sq ft, Other Minor	\$1,512	\$1,030	\$756	50%	Encourage compliance. Encourage collaboration with business community and residents.
OTHER FEES:					
3 General Plan & Zoning Letter (Zoning Confirmation Letter)	\$803	\$100	\$295	37%	Encourage collaboration with business community and residents.

City of Cathedral City
 Master Fee Schedule Update
 Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

Fee Description	Cost of Service	Current Fee	Proposed Fee	Proposed Cost Recovery	Reason for Exception
Police Fees					
1 Report Copies					
a) Traffic Collision Report	\$23	\$0.25 / page	\$20	89%	Fee amount takes service request into consideration and regional comparison of fees.
2 Citation Sign-Off					
b) Non-CCPD Citation, CC Resident	\$37	\$10	\$15	41%	Fee amount takes service request into consideration and regional comparison of fees.
c) Non-Resident	\$37	\$20	\$25	68%	Fee amount takes service request into consideration and regional comparison of fees.
3 Vehicle Release	\$260	\$110 - \$155	\$225	86%	Fee proposed to increase by approximately \$100. Fee amount takes service into consideration and regional comparison of fees.
4 Repossession Receipt	\$23	\$15	\$15	67%	Maximum permit fee established by State of California.
5 Alarm User Permit					
a) Initial permit application	\$73	\$35	\$35	48%	Encourage use of alarm systems as crime deterrent and community aide. No changes proposed. ↓
b) Renewal permit application	\$49	\$30	\$30	62%	
c) Late Filing Fees					
i) 30 days Late Fee (add to base permit fee)	\$24	\$10	\$10	41%	
ii) 90 Days Late Fee (add to base permit fee)	\$49	\$20	\$20	41%	
6 Excessive False Alarms (Permitted Alarm Systems):					
a) First false alarm					
i) Burglary	\$136	No Charge	No Charge	0%	
ii) Duress/robbery	\$223	No Charge	No Charge	0%	
b) Second false alarm					
i) Burglary	\$136	\$100	\$100	37%	
ii) Duress/robbery	\$223	\$100	\$100	22%	
c) Third false alarm					
i) Burglary	\$136	\$150	\$150	61%	
ii) Duress/robbery	\$223	\$150	\$150	37%	
d) Fourth false alarm and Each Additional					
i) Burglary	\$201	\$200	\$200	74%	
ii) Duress/robbery	\$288	\$200	\$200	47%	
7 Carry Concealed Weapon License					
a) Initial Application (Plus applicable DOJ fees)	\$586	\$100	\$200	34%	Fee amount is proposed to double. Amount is in-line with Riverside County Sheriff Dept.
c) Duplicate / Amended License (Plus applicable DOJ fees)	\$43	\$0	\$25	58%	Fee amount established by State of California.

20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost



Attachment 3 User and Regulatory Fees Cost of Service Analysis



Cathedral City

User and Regulatory Fees

Fee-Related Cost of Service Analysis

City of Cathedral City Cost of Service Analysis

Fee Type	Page
FULLY-BURDENED HOURLY RATE CALCULATIONS	
City Clerk	4
Building	6
Code Compliance	8
Engineering	10
Finance	12
Fire Prevention	14
Planning	16
Police	18
COST OF SERVICE CALCULATIONS	
Business License Application Review and Inspection Fees	22
Cannabis Business Licensing and Use Permit Fees	25
Building Permit and Plan Review Fees	28
Code Compliance Fees (Garage Sale Permit, Street Vendor Permit, etc.)	35
Engineering and Encroachment Fees	36
Fire Prevention	45
Planning	49
General Plan Update	59
Technology Enhancement Fee	60
Police	61
Short Term Rental Permits	67



Cathedral City

User and Regulatory Fees

Fully-Burdened Hourly Rate Calculations

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - City Clerk

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$212,888	\$84,062	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.39	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$212,888	\$11,400	[a][b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.05	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$212,888	\$127,733	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	0%	[d]
Direct	100%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	100%	1,864	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.12	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.39	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.05	
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.05	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - City Clerk

Calculation of Fully-Burdened Hourly Rates by Position

Position	Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Fully-Burdened Hourly Rate	Final Hourly Bill Factor	Notes
City Clerk	\$70.53	1.12	\$78.70	1.05	\$161	2.29	[e]
Office Assistant	\$26.82	1.12	\$29.93	1.05	\$61	2.29	[e]

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
City Clerk	1.00	1,864	1,864	\$161	\$300,104	[f]
Office Assistant	1.00	1,864	1,864	\$61	\$113,704	[f]
Total	2.00	3,728	3,728		\$413,808	
Composite Hourly Billing Rate					\$111	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] For purposes of City Clerk hourly rate calculation assume 100% direct.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Building

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$436,495	\$190,120	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.44	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$436,495	\$61,387	[a][b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.14	

Calculation of Departmental Indirect Cost Ratio (Billing Factor)

Description	Salaries	Dept Admin	Notes
Departmental Administration Cost Factor	\$436,495	\$59,265	[c]
Departmental Administration Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Department Administration Costs)		0.14	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$436,495	\$261,897	[d]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	33%	[e]
Direct (Plan Review, Permitting, Inspection)	67%	[e]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	67%	1,249	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.67	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.44	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.14	
Department Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of Dept. OH)	0.14	
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.31	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Building

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Fully-Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Bldg Official	\$67.17	1.67	\$111.87	1.31	\$259	3.85	[f]
Senior Building Inspector	\$45.92	1.67	\$76.48	1.31	\$177	3.85	[f][g]
Building Inspector II	\$40.92	1.67	\$68.15	1.31	\$158	3.85	[f][g]
Permit Tech II	\$35.05	1.67	\$58.38	1.31	\$135	3.85	[f][g]
Permit Tech I	\$31.05	1.67	\$51.71	1.31	\$120	3.85	[f][g]
Office Assistant I	\$26.82	1.67	\$44.67	1.31	\$103	3.85	[f][g]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Bldg Official	1.00	1,249	1,249	\$259	\$323,460	
Senior Building Inspector	1.00	1,249	1,249	\$177	\$221,052	
Building Inspector II	1.00	1,249	1,249	\$158	\$197,323	
Permit Tech II	2.00	1,249	2,498	\$135	\$337,198	
Permit Tech I	1.00	1,249	1,249	\$120	\$149,866	
Office Assistant I	1.00	1,249	1,249	\$103	\$128,635	
Total	7.00	7,493	8,742		\$1,357,533	
Composite Hourly Billing Rate					\$155	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Portion of Planning/Building Director Position (20%). Amount is budgeted to Planning, this is a manual adjustment for this analysis.
- [d] Based on citywide overhead cost allocation calculated as part of this analysis.
- [e] Based on interviews with department staff.
- [f] Adopted salary schedule for FY 21/22.
- [g] Adopted position schedule for FY 21/22.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Code Compliance

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$535,362	\$269,584	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.50	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$535,362	\$110,320	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.21	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$535,362	\$321,217	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	25%	[d]
Direct	75%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	75%	1,398	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.49	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.50	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.21	
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.31	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Code Compliance

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Fully-Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Code Compliance/Dev Manager	\$67.17	1.49	\$99.94	1.31	\$231	3.44	[e][f]
Code Compliance Officer II	\$38.68	1.49	\$57.55	1.31	\$133	3.44	[e][f]
Code Compliance Officer I	\$33.39	1.49	\$49.68	1.31	\$115	3.44	[e][f]
Analyst II	\$41.58	1.49	\$61.86	1.31	\$143	3.44	[e][f]
Administrative Assistant I	\$35.62	1.49	\$53.00	1.31	\$122	3.44	[e][f]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Code Compliance/Dev Manager	1.00	1,398	1,398	\$231	\$322,938	
Code Compliance Officer II	3.00	1,398	4,194	\$133	\$557,802	
Code Compliance Officer I	1.00	1,398	1,398	\$115	\$160,770	
Analyst II	1.00	1,398	1,398	\$143	\$199,914	
Administrative Assistant I	1.00	1,398	1,398	\$122	\$170,556	
Total	7.00	6,990	9,786		\$1,411,980	
Composite Hourly Billing Rate					\$144	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that directly recoverable.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Based on interviews with department staff.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Engineering

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$566,878	\$219,826	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.39	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$566,878	\$74,486	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.13	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$566,878	\$340,127	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	30%	[d]
Direct (Plan Review, Permitting, Inspection)	70%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	70%	1,305	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.59	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.39	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.13	
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.12	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Engineering

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Fully-Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Eng Pub Works Director	\$99.24	1.59	\$158.20	1.12	\$335	3.38	[e]
City Engineer	\$99.24	1.59	\$158.20	1.12	\$335	3.38	[e]
Senior Engineer	\$55.26	1.59	\$88.09	1.12	\$187	3.38	[e]
Development Project Manager	\$55.26	1.59	\$88.09	1.12	\$187	3.38	[e]
Program Administrator	\$50.02	1.59	\$79.74	1.12	\$169	3.38	[e]
Associate Civil Engineer	\$50.02	1.59	\$79.74	1.12	\$169	3.38	[e]
Assistant Civil Engineer	\$47.02	1.59	\$74.96	1.12	\$159	3.38	[e]
Engineering Tech II	\$38.67	1.59	\$61.64	1.12	\$131	3.38	[e]
Engineering Tech I	\$33.67	1.59	\$53.67	1.12	\$114	3.38	[e]
Comm Dev Specialist	\$26.82	1.59	\$42.75	1.12	\$91	3.38	[e]
Office Assistant	\$26.82	1.59	\$42.75	1.12	\$91	3.38	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Eng Pub Works Director	1.00	1,305	1,305	\$335	\$437,108	[f]
City Engineer		1,305	0	\$335	\$0	[f]
Senior Engineer		1,305	0	\$187	\$0	[f]
Development Project Manager	1.00	1,305	1,305	\$187	\$243,998	[f]
Program Administrator	1.00	1,305	1,305	\$169	\$220,511	[f]
Associate Civil Engineer	2.00	1,305	2,610	\$169	\$441,022	[f]
Assistant Civil Engineer	1.00	1,305	1,305	\$159	\$207,463	[f]
Engineering Tech II	1.00	1,305	1,305	\$131	\$170,929	[f]
Engineering Tech I		1,305	0	\$114	\$0	[f]
Comm Dev Specialist		1,305	0	\$91	\$0	[f]
Office Assistant		1,305	0	\$91	\$0	[f]
Total	7.00	14,353	9,134		\$1,721,031	
Composite Hourly Billing Rate					\$188	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Based on interviews with department staff.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Finance

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$1,191,638	\$459,956	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.39	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$1,191,638	\$25,400	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.02	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$1,191,638	\$714,983	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	10%	[d]
Direct	90%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	90%	1,678	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.24	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.39	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.02	
<i>Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.</i>	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.01	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Finance

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Fully-Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Deputy Finance Director	\$90.02	1.24	\$111.61	1.01	\$224	2.49	[e]
Accounting Services Manager	\$77.71	1.24	\$96.35	1.01	\$193	2.49	[e]
Fiscal Officer	\$55.26	1.24	\$68.52	1.01	\$138	2.49	[e]
Accountant II	\$55.26	1.24	\$68.52	1.01	\$138	2.49	[e]
Senior Admin Analyst	\$47.74	1.24	\$59.19	1.01	\$119	2.49	[e]
Analyst II	\$43.30	1.24	\$53.69	1.01	\$108	2.49	[e]
Analyst I	\$39.27	1.24	\$48.69	1.01	\$98	2.49	[e]
Licensing Officer	\$43.30	1.24	\$53.69	1.01	\$108	2.49	[e]
Payroll Coordinator	\$43.30	1.24	\$53.69	1.01	\$108	2.49	[e]
Admin Assistant I	\$35.62	1.24	\$44.16	1.01	\$89	2.49	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Deputy Finance Director	1.00	1,678	1,678	\$224	\$375,782	[f]
Accounting Services Manager	0.00	1,678	0	\$193	\$0	[f]
Fiscal Officer	1.00	1,678	1,678	\$138	\$231,509	[f]
Accountant II	2.00	1,678	3,355	\$138	\$463,018	[f]
Senior Admin Analyst	0.00	1,678	0	\$119	\$0	[f]
Analyst II	2.00	1,678	3,355	\$108	\$362,362	[f]
Analyst I	1.00	1,678	1,678	\$98	\$164,405	[f]
Licensing Officer	1.00	1,678	1,678	\$108	\$181,181	[f]
Payroll Coordinator	1.00	1,678	1,678	\$108	\$181,181	[f]
Admin Assistant I	0.80	1,678	1,342	\$89	\$119,445	[f]
Total	9.80	16,776	16,440		\$2,078,882	
Composite Hourly Billing Rate					\$126	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Allocation for purposes of this analysis only, primarily a tax funded service.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Fire Prevention

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$66,968	\$40,053	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.60	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$66,968	\$30,000	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.45	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$66,968	\$40,181	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	37%	[d]
Direct (Plan Review, Permitting, Inspection)	63%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	63%	1,174	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.77	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.60	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.45	
<i>Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.</i>	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.65	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Fire Prevention

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Fully-Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Life/Safety Inspector	\$33.39	1.77	\$59.14	1.65	\$156	4.69	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Life/Safety Inspector	1.00	1,174	1,174	\$156	\$183,194	[f]
Total	1.00	1,174	1,174		\$183,194	
Composite Hourly Billing Rate					\$156	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Based on interviews with department staff.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Planning

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$601,775	\$235,932	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.39	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$601,775	\$42,541	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.07	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$601,775	\$361,065	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	30%	[d]
Direct (Plan Review, Zoning Review, Permitting, Inspection)	70%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	70%	1,305	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.59	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.39	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.07	
<i>Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.</i>	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.06	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Planning

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Fully-Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Director	\$99.24	1.59	\$158.20	1.06	\$326	3.29	[e]
Associate Planner	\$58.02	1.59	\$92.49	1.06	\$191	3.29	[e]
Assistant Planner	\$53.02	1.59	\$84.52	1.06	\$174	3.29	[e]
Office Assistant	\$26.82	1.59	\$42.75	1.06	\$88	3.29	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Director	0.80	1,305	1,044	\$326	\$340,292	[f][g]
Associate Planner	2.00	1,305	2,610	\$191	\$498,434	[f]
Assistant Planner	1.00	1,305	1,305	\$174	\$227,035	[f]
Office Assistant	1.00	1,305	1,305	\$88	\$114,822	[f]
Total	4.80	5,219	6,263		\$1,180,583	
Composite Hourly Billing Rate					\$189	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Based on interviews with department staff.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.
- [g] Adjustment to account for 20% allocation to Building.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Police

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$9,389,482	\$5,988,683	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.64	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$9,389,482	\$3,080,915	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.33	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$9,389,482	\$5,633,689	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	15%	[d]
Direct	85%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	85%	1,584	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs)			1.12		1.31	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.64	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.33	
Citywide Overhead Rate	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.57	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Police

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Fully-Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Police Chief	\$109.41	1.31	\$143.63	1.57	\$369	3.37	[e]
Police Captain	\$93.84	1.31	\$123.19	1.57	\$316	3.37	[e]
Police Commander	\$85.11	1.31	\$111.73	1.57	\$287	3.37	[e]
Police Sergeant	\$73.60	1.31	\$96.62	1.57	\$248	3.37	[e]
Police Officer	\$51.60	1.31	\$67.74	1.57	\$174	3.37	[e]
Public Safety Dispatch Supervisor	\$43.94	1.31	\$57.68	1.57	\$148	3.37	[e]
Administrative Analyst II	\$43.30	1.31	\$56.84	1.57	\$146	3.37	[e]
Crime Analyst	\$41.58	1.31	\$54.59	1.57	\$140	3.37	[e]
Lead Dispatcher	\$39.70	1.31	\$52.12	1.57	\$134	3.37	[e]
Admin. Office Coordinator	\$38.68	1.31	\$50.78	1.57	\$130	3.37	[e]
Training Coordinator	\$38.68	1.31	\$50.78	1.57	\$130	3.37	[e]
Property & Evidence Tech II	\$38.68	1.31	\$50.78	1.57	\$130	3.37	[e]
Public Safety Dispatcher II	\$37.70	1.31	\$49.49	1.57	\$127	3.37	[e]
Police Records Specialist II	\$35.06	1.31	\$46.03	1.57	\$118	3.37	[e]
STVR Compliance Officer	\$38.68	1.31	\$50.78	1.57	\$130	3.37	[e]
Public Safety Dispatcher I	\$32.60	1.31	\$42.80	1.57	\$110	3.37	[e]
Police Records Specialist I	\$26.82	1.31	\$35.21	1.57	\$90	3.37	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff		Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
	Allocation (In-House)	Direct Hours Per FTE				
Police Chief	1.00	1,584	1,584	\$369	\$584,644	[f]
Police Captain	1.00	1,584	1,584	\$316	\$500,670	[f]
Police Commander	3.00	1,584	4,753	\$287	\$1,364,168	[f]
Police Sergeant	8.00	1,584	12,675	\$248	\$3,143,450	[f]
Police Officer	37.00	1,584	58,623	\$174	\$10,200,367	[f]
Public Safety Dispatch Supervisor	2.00	1,584	3,169	\$148	\$468,982	[f]
Administrative Analyst II	1.00	1,584	1,584	\$146	\$231,322	[f]
Crime Analyst	1.00	1,584	1,584	\$140	\$221,816	[f]
Lead Dispatcher	0.00	1,584	0	\$134	\$0	[f]
Admin. Office Coordinator	1.00	1,584	1,584	\$130	\$205,972	[f]
Training Coordinator	1.00	1,584	1,584	\$130	\$205,972	[f]
Property & Evidence Tech II	1.00	1,584	1,584	\$130	\$205,972	[f]
Public Safety Dispatcher II	8.00	1,584	12,675	\$127	\$1,609,750	[f]
Police Records Specialist II	4.00	1,584	6,338	\$118	\$747,837	[f]
STVR Compliance Officer	4.00	1,584	6,338	\$130	\$823,888	[f]
Public Safety Dispatcher I	4.00	1,584	6,338	\$110	\$697,136	[f]
Police Records Specialist I	0.00	1,584	0	\$90	\$0	[f]
Total	77.00	26,935	121,999		\$21,211,947	
Composite Hourly Billing Rate					\$174	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Police

Calculation of Hourly Rate for DUI Collision Response, Special Service Requests, and Over-Time Support

Description	Current Staff		Productive Hours Factor	Hourly Rate Regular Time	Hourly Rate Over-Time	Notes
	Allocation (In-House)	Benefits				
Police Chief	\$109.41	\$69.78	1.12	\$200	n/a	
Police Captain	\$93.84	\$59.85	1.12	\$172	\$218	
Police Commander	\$85.11	\$54.28	1.12	\$156	\$198	
Police Sergeant	\$73.60	\$46.94	1.12	\$135	\$171	
Police Officer	\$51.60	\$32.91	1.12	\$94	\$120	
Public Safety Dispatch Supervisor	\$43.94	\$28.03	1.12	\$80	\$102	
Administrative Analyst II	\$43.30	\$27.62	1.12	\$79	\$101	
Crime Analyst	\$41.58	\$26.52	1.12	\$76	\$97	
Lead Dispatcher	\$39.70	\$25.32	1.12	\$73	\$92	
Admin. Office Coordinator	\$38.68	\$24.67	1.12	\$71	\$90	
Training Coordinator	\$38.68	\$24.67	1.12	\$71	\$90	
Property & Evidence Tech II	\$38.68	\$24.67	1.12	\$71	\$90	
Public Safety Dispatcher II	\$37.70	\$24.05	1.12	\$69	\$88	
Police Records Specialist II	\$35.06	\$22.36	1.12	\$64	\$82	
STVR Compliance Officer	\$38.68	\$24.67	1.12	\$71	\$90	
Public Safety Dispatcher I	\$32.60	\$20.79	1.12	\$60	\$76	
Police Records Specialist I	\$26.82	\$17.11	1.12	\$49	\$62	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Allocation for purposes of this analysis only, primarily a tax funded service, with significant training time and chain of command heirarchy.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost



Cathedral City

User and Regulatory Fees

Cost of Service Calculations

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance Department - Business Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enfr'cmt	Total	
1 Business License Processing Fee									
a) New	0.67							0.67	x
b) Renewal	0.33							0.33	x
2 Duplicate License	0.08							0.08	x
3 Review for Home Occupation License		0.50						0.50	x
4 Fire Inspection Review for Business License				0.50				0.50	x
5 Building Inspection for Business License			0.50					0.50	x
6 Planning Inspection for Business License, If Required		0.50						0.50	x
7 Engineering Inspection for Business License, If Required						0.50		0.50	x
8 Police Review for Business License									
a) Massage - Establishment									
i) Initial					1.50			1.50	x
ii) Renewal					0.50			0.50	x
b) Massage - Therapist / Practitioner									
i) Initial					1.50			1.50	x
ii) Renewal					0.50			0.50	x
c) Pawnbroker, Secondhand dealer, ice cream truck, etc.									
i) Initial - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)					0.75			0.75	x
ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)					0.50			0.50	x
d) Sexually Oriented Business									
i) Initial					1.50			1.50	x
ii) Renewal					0.50			0.50	x
e) All Others, If Required									
i) Initial					0.75			0.75	x
ii) Renewal					0.50			0.50	x
9 Bingo Permit	0.67							0.67	x

[a] Maximum permit fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance Department - Business Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enfr'cmt	Estimated Cost of Service
1 Business License Processing Fee								
a) New	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$84
b) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$42
2 Duplicate License	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$11
3 Review for Home Occupation License	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$95
4 Fire Inspection Review for Business License	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$78
5 Building Inspection for Business License	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$78
6 Planning Inspection for Business License, If Required	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$95
7 Engineering Inspection for Business License, If Required	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$94
8 Police Review for Business License								
a) Massage - Establishment								
i) Initial	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$261
ii) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
b) Massage - Therapist / Practitioner								
i) Initial	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$261
ii) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
c) Pawnbroker, Secondhand dealer, ice cream truck, etc.								
i) Initial - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$131
ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
d) Sexually Oriented Business								
i) Initial	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$261
ii) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
e) All Others, If Required								
i) Initial	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$131
ii) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
9 Bingo Permit	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$84

[a] Maximum permit fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance Department - Business Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Business License Processing Fee						
	a) New	\$20	24%	\$84	100%	each	
	b) Renewal	\$7	17%	\$42	100%	each	
2	Duplicate License	\$5	48%	\$5	48%	each	
3	Review for Home Occupation License	\$40	42%	\$95	100%	each	
4	Fire Inspection Review for Business License	\$26	33%	\$78	100%	each	
5	Building Inspection for Business License	\$24	31%	\$78	100%	each	
6	Planning Inspection for Business License, If Required	\$24	25%	\$95	100%	each	
7	Engineering Inspection for Business License, If Required	\$24	26%	\$94	100%	each	
8	Police Review for Business License						
	a) Massage - Establishment						
	i) Initial	\$220	84%	\$261	100%	each	
	ii) Renewal	\$220	253%	\$87	100%	each	
	b) Massage - Therapist / Practitioner						
	i) Initial	\$220	84%	\$261	100%	each	
	ii) Renewal	\$220	253%	\$87	100%	each	
	c) Pawnbroker, Secondhand dealer, ice cream truck, etc.						
	i) Initial - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	varies	varies	\$131	100%	each	
	ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	varies	varies	\$87	100%	each	
	d) Sexually Oriented Business						
	i) Initial	\$220	84%	\$261	100%	each	
	ii) Renewal	\$220	253%	\$87	100%	each	
	e) All Others, If Required						
	i) Initial	varies	varies	\$131	100%	each	
	ii) Renewal	varies	varies	\$87	100%	each	
9	Bingo Permit	\$53	63%	\$50	60%	each	[a]

[a] Maximum permit fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Cannabis Permitting and Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enfr'cmt	Total	
1	Cannabis License									
	a) Initial Deposit for Review of License Application			Full Cost Recovery Using Deposit - No Changes Proposed						
	b) Renewal or Modification of License									
	i) License Renewal			Full Cost Recovery Using Deposit - No Changes Proposed						
	ii) Modification/Change of Ownership			Full Cost Recovery Using Deposit - No Changes Proposed						
	c) Background Investigation (per person)			Full Cost Recovery Using Deposit - No Changes Proposed						

[a] Includes one background investigation.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Cannabis Permitting and Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enfr'cmt	Estimated Cost of Service
1	Cannabis License								
	a) Initial Deposit for Review of License Application		Full Cost Recovery Using Deposit - No Changes Proposed						varies
	b) Renewal or Modification of License								
	i) License Renewal		Full Cost Recovery Using Deposit - No Changes Proposed						varies
	ii) Modification/Change of Ownership		Full Cost Recovery Using Deposit - No Changes Proposed						varies
	c) Background Investigation (per person)		Full Cost Recovery Using Deposit - No Changes Proposed						varies

[a] Includes one background investigation.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Cannabis Permitting and Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Cannabis License						
	a) Initial Deposit for Review of License Application	\$7,500	100%	\$7,500	100%	initial deposit	[a]
	b) Renewal or Modification of License						
	i) License Renewal	\$5,900	100%	\$5,900	100%	flat fee	
	ii) Modification/Change of Ownership	\$4,500	100%	\$4,500	100%	initial deposit	
	c) Background Investigation (per person)	\$3,500	100%	\$3,500	100%	initial deposit	

[a] Includes one background investigation.

City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Admin; Scheduling; Notes; Etc.	Inspection	PC	Total		Hourly Rate	=	Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Cost Recovery	Proposed Fee	Note
1 HVAC Change-Out - Residential	0.25	0.50	0.13	0.88	x	\$155	=	\$136			100%	\$136	
2 HVAC Change-Out - Commercial (per unit)	0.42	0.50	0.50	1.42	x	\$155	=	\$220			100%	\$220	
3 Residential Solar Photovoltaic System - Solar Permit													
a) 15kW or less	0.25	1.25	1.00	2.50	x	\$155	=	\$388			100%	\$388	
b) Above 15kW – base												\$388	
c) Above 15kW – per kW												\$15	
4 Commercial Solar Photovoltaic System - Solar Permit													
a) 50kW or less												\$1,000	
b) 50kW – 250kW – Base												\$1,000	
c) 50kW – 250kW – per kW above 50kW												\$7	
d) Above 250kW – base												\$2,400	
e) Above 250kW – per kW												\$5	
5 Service Panel Upgrade - Residential	0.25	0.50	0.13	0.88	x	\$155	=	\$136			100%	\$136	
6 Service Panel Upgrade - Commercial	0.42	0.50	0.50	1.42	x	\$155	=	\$220			100%	\$220	
7 Water Heater Changeout - Residential	0.25	0.50	0.13	0.88	x	\$155	=	\$136			100%	\$136	
8 Water Heater Changeout - Commercial	0.25	1.00	0.25	1.50	x	\$155	=	\$233			100%	\$233	
9 Line Repair - Sewer / Water / Gas	0.42	0.50	0.13	1.04	x	\$155	=	\$161			100%	\$161	
10 New Sewer Connection	0.42	1.50	0.38	2.29	x	\$155	=	\$355			100%	\$355	
11 Re-pipe	0.42	0.75	0.75	1.92	x	\$155	=	\$297			100%	\$297	
12 Residential Re-Roof													
a) Up to 2,000 SF (Roof Area)	0.25	1.00	0.50	1.75	x	\$155	=	\$271			100%	\$271	
b) Each Add'l 1,000 SF or fraction thereof		0.50		0.50	x	\$155	=	\$78			100%	\$78	
13 Commercial Re-Roof													
a) Up to 2,000 SF (Roof Area)	0.25	2.00	0.50	2.75	x	\$155	=	\$426			100%	\$426	
b) Each Add'l 1,000 SF or fraction thereof		1.00		1.00	x	\$155	=	\$155			100%	\$155	
14 Demolition - Residential Single Family	0.50	0.50		1.00	x	\$155	=	\$155			100%	\$155	
15 Demolition - Commercial	0.50	1.50		2.00	x	\$155	=	\$310			100%	\$310	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Admin; Scheduling; Notes; Etc.	Inspection	PC	Total		Hourly Rate	=	Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Cost Recovery	Proposed Fee	Note
16 Temporary Power Pole	0.25	0.50	0.13	0.88	x	\$155	=	\$136			100%	\$136	
17 Swimming Pool/Spa													
a) Swimming Pool / Spa	0.50	2.50	2.50	5.50	x	\$155	=	\$853			100%	\$853	
b) Detached Spa / Water Feature	0.42	1.00	0.50	1.92	x	\$155	=	\$297			100%	\$297	
c) Gunite Alteration	0.42	2.00	0.50	2.92	x	\$155	=	\$452			100%	\$452	
d) Equipment Change-out Alone	0.25	0.75	0.25	1.25	x	\$155	=	\$194			100%	\$194	
18 Patio													
a) Standard (Wood/Metal Frame)													
i) Up to 200 SF	0.25	0.75	0.50	1.50	x	\$155	=	\$233			100%	\$233	
ii) Greater than 200 SF	0.25	1.00	0.75	2.00	x	\$155	=	\$310			100%	\$310	
b) Upgraded (with electrical, stucco, fans, etc.)													
i) Up to 200 SF	0.42	1.50	1.00	2.92	x	\$155	=	\$452			100%	\$452	
ii) Greater than 200 SF	0.42	2.00	1.00	3.42	x	\$155	=	\$530			100%	\$530	
19 Window / Sliding Glass Door													
a) Retrofit / Repair													
i) Up to 5	0.25	0.50	0.50	1.25	x	\$155	=	\$194			100%	\$194	
ii) Each additional 5		0.25		0.25	x	\$155	=	\$39			100%	\$39	
b) New / Alteration													
i) First	0.25	0.75	0.75	1.75	x	\$155	=	\$271			100%	\$271	
ii) Each additional		0.25	0.13	0.38	x	\$155	=	\$58			100%	\$58	

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City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Est. City Staff Labor Hrs	Fully-Burdened Hourly	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits									
1 \$1 - \$4,000	1.00	x \$155	= \$155	\$15 - \$63	10% - 40%	\$155	100%		
2 \$4,001 - \$10,000	1.00	x \$155	= \$155	\$63 - \$117	30% - 40%	\$155	100%		
3 \$10,001 - \$50,000	2.50	x \$155	= \$388	\$117 - \$414	30% - 45%	\$388	100%		
4 \$50,001 - \$100,000	6.00	x \$155	= \$930	\$414 - \$639	41% - 45%	\$930	100%		
5 \$100,001 - \$500,000	10.00	x \$155	= \$1,550	\$639 - \$2,039	41% - 47%	\$1,550	100%		
6 \$500,001 - \$1,000,000	28.00	x \$155	= \$4,340	\$2,039 - \$3,539	47% - 57%	\$4,340	100%		
7 \$1,000,001 and up	40.00	x \$155	= \$6,200	\$3,539 and up	57%	\$6,200	100%		
For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee									
1 Mechanical	10%					10%	100%		
2 Plumbing	10%					10%	100%		
3 Electrical	10%					10%	100%		
Permit Fee for Stand-Alone Mechanical Permit									
1 Up to \$2,000	1.00	x \$155	= \$155			\$155	100%		
2 \$2,001 - \$4,000	1.50	x \$155	= \$233			\$233	100%		
3 \$4,001 - \$10,000	2.00	x \$155	= \$310			\$310	100%		
4 \$10,001 and up	2.50	x \$155	= \$388			\$388	100%		
Permit Fee for Stand-Alone Plumbing Permit									
1 Up to \$2,000	1.00	x \$155	= \$155			\$155	100%		
2 \$2,001 - \$4,000	1.50	x \$155	= \$233			\$233	100%		
3 \$4,001 - \$10,000	2.00	x \$155	= \$310			\$310	100%		
4 \$10,001 and up	2.50	x \$155	= \$388			\$388	100%		
Permit Fee for Stand-Alone Electrical Permit									
1 Up to \$2,000	1.00	x \$155	= \$155			\$155	100%		
2 \$2,001 - \$4,000	1.50	x \$155	= \$233			\$233	100%		
3 \$4,001 - \$10,000	2.00	x \$155	= \$310			\$310	100%		
4 \$10,001 and up	2.50	x \$155	= \$388			\$388	100%		

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City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Est. City Staff Labor Hrs	Fully-Burdened Hourly	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Stand-Alone or Combination Permit Fees (Alternative Calculation)									
	a) One Inspection Required	0.50	x \$155	= \$78	varies	varies	\$78	100%	per permit	
	b) Two Inspections Required	1.00	x \$155	= \$155	varies	varies	\$155	100%	per permit	
	c) Three Inspections Required	1.50	x \$155	= \$233	varies	varies	\$233	100%	per permit	
	d) Four Inspections Required	2.00	x \$155	= \$310	varies	varies	\$310	100%	per permit	
	e) Each Additional Inspection	0.50	x \$155	= \$78	varies	varies	\$78	100%	per permit	

City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Est. City Staff Labor Hrs	Fully-Burdened Hourly	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Plan Check Fees									
	a) Plan Review Fee, if applicable	65%					65% of Building Permit Fee	100%		[a]
	b) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg					1.5x full plan check fee for entire bldg	100%		
	c) Expedited Plan Check (when applicable)	1.5x standard plan check fee					1.5x standard plan check fee	100%		
	d) Tract Home (Production Units)	varies					10% of standard plan check fee	100%		[b]
	e) Alternate Materials and Materials Review (per hour)	1.00	x \$155	= \$155			\$155	100%		
	f) Excess Plan Review Fee (4th and subsequent) (per hour)	1.00	x \$155	= \$155			\$155	100%		
	g) Revisions of Approved Plans	varies	x	=			Hourly	100%		

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Est. City Staff Labor Hrs		Fully-Burdened Hourly	=	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1 Permit Issuance Fee	0.42	x	\$155	=	\$65	\$30	46%	\$65	100%		
2 General Plan Maintenance Fee (fee per \$1,000 valuation)					\$2.41	\$0.50	21%	\$0.60	25%		[a]
3 Technology Fee (percent of permit fee)					3%	n/a		3%	100%		
4 Strong Motion Instrumentation (SMI) Fee Calculation											
a) Residential						\$0.50 or valuation x .00013		\$0.50 or valuation x .00013			
b) Commercial						\$0.50 or valuation x .00028		\$0.50 or valuation x .00028			
5 Building Standards (SB 1473) Fee Calculation (Valuation)											
a) \$1 - \$25,000						\$1		\$1			
b) \$25,001 - \$50,000						\$2		\$2			
c) \$50,001 - \$75,000						\$3		\$3			
d) \$75,001 - \$100,000						\$4		\$4			
e) Each Add'l \$25,000 or fraction thereof						Add \$1		Add \$1			
6 Document Imaging											
a) First Sheet	0.08	x	\$155	=	\$13			\$13	100%		
b) Each Additional Sheet	0.03	x	\$155	=	\$5			\$5	100%		
7 Certificate of Occupancy											
a) Temporary Certificate of Occupancy (per 30 Days)	3.00	x	\$155	=	\$465			\$465	100%		
b) Certificate of Occupancy											
i) Single Family Residential	1.00	x	\$155	=	\$155			\$155	100%		
ii) Multi-Family Residential / Commercial	2.00	x	\$155	=	\$310			\$310	100%	per certificate	
8 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	1.50	x	\$155	=	\$233			\$233	100%		
Copies, Re-Print, Change Of Contractor											
9 Printing Scanned / Archived Drawings	0.07	x	\$155	=	\$10			\$10	100%	per page	
10 Job Card / Permit Re-Print	0.33	x	\$155	=	\$51			\$51	100%	per permit	
11 Change Of Contractor	0.50	x	\$155	=	\$78			\$78	100%		

City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Est. City Staff Labor Hrs	Fully-Burdened Hourly	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Violation Fees									
12 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)						equal to permit fee			
Other Fees									
13 Phased Inspection Fee (per inspection)	0.50	x \$155	= \$78			\$78	100%		
14 After Hours Inspection (per hour) (2-hour minimum)	1.20	x \$155	= \$186			\$186	100%		
15 Re-inspection Fee (2nd Time or More) (each)	0.50	x \$155	= \$78			\$78	100%		[b]
16 Missed inspection Fee	0.50	x \$155	= \$78			\$78	100%		
17 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	0.50	x \$155	= \$78			\$78	100%		

[a] Fee only applies to permits for new construction and additions.

[b] Reinspection fee applies after the first re-inspection.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Code Enforcement Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Hours		Estimated Cost of Service	=	Estimated Cost of Service	Cost Recovery Information				Unit	Notes
						Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
1 Garage Sale Permit	0.50	x	\$144	=	\$72	\$25	35%	\$30	42%	each	
2 Street Vendor Permit											
a) Initial	1.33	x	\$144	=	\$192	\$200	104%	\$192	100%	each	
b) Renewal	1.33	x	\$144	=	\$192	\$50	26%	\$100	52%	each	
3 Release of Notice of Pendency Fee	4.50	x	\$144	=	\$648	\$97	15%	\$225	35%	per recorded document	
4 Abandoned Property Registration & Monitoring Fee											
a) Registration Fee											
i) Initial	0.50	x	\$144	=	\$72	\$70	97%	\$70	97%	per year	
ii) Renewal	0.50	x	\$144	=	\$72	\$70	97%	\$70	97%	per year	
b) Monitoring Fee											
i) Initial	2.50	x	\$144	=	\$360	n/a	n/a	\$230	64%	per year	
ii) Renewal	2.50	x	\$144	=	\$360	n/a	n/a	\$230	64%	per year	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1 Land Subdivision									
Parcel Map:									
a) Final Parcel Map									
i) Initial Sheet	14.50	\$188	\$ 2,732	\$1,560 plus \$21 per lot	60%	\$2,322	85%	per sheet	
ii) Each Additional Sheet	4.00	\$188	\$ 754		n/a	\$641	85%	per sheet	
b) Final Parcel Map - Amendment									
i) Initial Sheet	14.50	\$188	\$ 2,732	\$ -	n/a	\$2,322	85%	per sheet	
ii) Each Additional Sheet	4.00	\$188	\$ 754	\$ -	n/a	\$641	85%	per sheet	
c) Substantial Conformance Review									
i) Initial Sheet	17.25	\$188	\$ 3,250	\$ 1,070	33%	\$2,763	85%	per sheet	
ii) Each Additional Sheet	7.50	\$188	\$ 1,413	\$ -	n/a	\$1,201	85%	per sheet	
2 Tract Map:									
a) Final Tract Map									
i) Initial Sheet	15.50	\$188	\$ 2,921	\$1,890 plus \$21 per lot	72%	\$2,483	85%	per sheet	
ii) Each Additional Sheet	4.50	\$188	\$ 848		n/a	\$721	85%	per sheet	
b) Final Tract Map - Amendment									
i) Initial Sheet	15.50	\$188	\$ 2,921	\$ -	n/a	\$2,483	85%	per sheet	
ii) Each Additional Sheet	4.50	\$188	\$ 848	\$ -	n/a	\$721	85%	per sheet	
c) Substantial Conformance Review									
i) Initial Sheet	17.25	\$188	\$ 3,250	Bill hourly	varies	\$2,763	85%	per sheet	
ii) Each Additional Sheet	7.50	\$188	\$ 1,413		n/a	\$1,201	85%	per sheet	
3 Reversion to Acreage:									
a) Initial Sheet	16.00	\$188	\$ 3,015		n/a	\$2,563	85%	per sheet	
b) Each Additional Sheet	4.00	\$188	\$ 754		n/a	\$641	85%	per sheet	
4 Lot Line Adjustment/Parcel Merger									
a) Lot Line Adjustment	11.00	\$ 188	\$ 2,073	\$ 1,070	52%	\$2,073	100%	per request	
b) Parcel Merger	11.00	\$ 188	\$ 2,073	\$ 1,070	52%	\$2,073	100%	per request	

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
5 Street Dedication/Vacation									
a) Land Action Documents (Right-of-Way Easements/Grant Deeds, etc.)	11.25	\$188	\$ 2,120	\$ 450	21%	\$2,120	100%	per request	
b) Vacation of Street/Public Right-of-Way	14.00	\$188	\$ 2,638	\$ 450	17%	\$2,638	100%	per request	
6 Land Survey									
a) Record of Survey	3.25	\$ 188	\$ 612	Bill hourly	varies	\$521	85%	per request	
b) Certificate of Correction	4.25	\$ 188	\$ 801	Bill hourly	varies	\$681	85%	per request	
Grading / Project Improvements									
7 Plan Review (First 3 Reviews):									
a) Mass Grading / Stockpile									
i) Initial Sheet	1.50	\$ 188	\$ 283		n/a	\$283	100%	per sheet	
ii) Each Additional Sheet	0.50	\$ 188	\$ 94		n/a	\$94	100%	per sheet	
iii) Revisions - Initial Sheet	0.50	\$ 188	\$ 94		n/a	\$94	100%	per sheet	
iv) Revisions - Each Additional Sheet	0.50	\$ 188	\$ 94		n/a	\$94	100%	per sheet	
b) Rough Grading									
i) Initial Sheet	8.25	\$ 188	\$ 1,555	Bill hourly	varies	\$1,321	85%	per sheet	
ii) Each Additional Sheet	4.50	\$ 188	\$ 848	Bill hourly	varies	\$721	85%	per sheet	
iii) Revisions - Initial Sheet	7.00	\$ 188	\$ 1,319	Bill hourly	varies	\$1,121	85%	per sheet	
iv) Revisions - Each Additional Sheet	5.00	\$ 188	\$ 942	Bill hourly	varies	\$801	85%	per sheet	
c) Precise Grading - Commercial									
i) Initial Sheet	11.25	\$ 188	\$ 2,120	Bill hourly	varies	\$1,802	85%	per sheet	
ii) Each Additional Sheet	7.00	\$ 188	\$ 1,319	Bill hourly	varies	\$1,121	85%	per sheet	
iii) Revisions - Initial Sheet	9.00	\$ 188	\$ 1,696	Bill hourly	varies	\$1,441	85%	per sheet	
iv) Revisions - Each Additional Sheet	6.00	\$ 188	\$ 1,131	Bill hourly	varies	\$961	85%	per sheet	
d) Precise Grading - Tract Homes									
i) Initial Sheet	6.50	\$ 188	\$ 1,225	Bill hourly	varies	\$1,041	85%	per sheet	
ii) Each Additional Sheet	1.25	\$ 188	\$ 236	Bill hourly	varies	\$200	85%	per sheet	
iii) Revisions - Initial Sheet	3.50	\$ 188	\$ 660	Bill hourly	varies	\$561	85%	per sheet	
iv) Revisions - Each Additional Sheet	1.25	\$ 188	\$ 236	Bill hourly	varies	\$200	85%	per sheet	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
e) Precise Grading									
i) Precise Grading - Infill Home	3.00	\$ 188	\$ 565	Bill hourly	varies	\$480	85%		
ii) Precise Grading - Custom Home	6.00	\$ 188	\$ 1,131	Bill hourly	varies	\$961	85%		
f) PM 10 (Fugitive Dust Control)									
i) PM 10 Packet	2.50	\$ 188	\$ 471	\$ 570	121%	\$471	100%	each	
ii) PM 10 Full Size Plan	4.00	\$ 188	\$ 754	\$ -	n/a	\$754	100%	each	
iii) Revisions - Packet	2.00	\$ 188	\$ 377	\$ -	n/a	\$377	100%	per sheet	
iv) Revisions - Full Size Plan	1.50	\$ 188	\$ 283	\$ -	n/a	\$283	100%	per sheet	
g) Street Improvements									
i) Initial Sheet	9.00	\$ 188	\$ 1,696	\$ 1,490	88%	\$1,441	85%	per sheet	
ii) Each Additional Sheet	4.00	\$ 188	\$ 754	\$ 683	91%	\$641	85%	per sheet	
iii) Revisions - Initial Sheet	6.00	\$ 188	\$ 1,131	\$ -	n/a	\$961	85%	per sheet	
iv) Revisions - Each Additional Sheet	3.00	\$ 188	\$ 565	\$ -	n/a	\$480	85%	per sheet	
h) Storm Drain									
i) Initial Sheet	9.00	\$ 188	\$ 1,696	\$ 1,390	82%	\$1,441	85%	per sheet	
ii) Each Additional Sheet	4.00	\$ 188	\$ 754	\$ 683	91%	\$641	85%	per sheet	
iii) Revisions - Initial Sheet	6.00	\$ 188	\$ 1,131	\$ -	n/a	\$961	85%	per sheet	
iv) Revisions - Each Additional Sheet	3.00	\$ 188	\$ 565	\$ -	n/a	\$480	85%	per sheet	
i) Signing and Striping									
i) Initial Sheet	8.00	\$ 188	\$ 1,507	\$ 410	27%	\$1,281	85%	per sheet	
ii) Each Additional Sheet	4.00	\$ 188	\$ 754	\$ 410	54%	\$641	85%	per sheet	
iii) Revisions - Initial Sheet	7.00	\$ 188	\$ 1,319	\$ -	n/a	\$1,121	85%	per sheet	
iv) Revisions - Each Additional Sheet	4.00	\$ 188	\$ 754	\$ -	n/a	\$641	85%	per sheet	
j) Traffic Signal									
i) Initial Sheet	12.00	\$ 188	\$ 2,261	\$ 750	33%	\$1,922	85%	per sheet	
ii) Each Additional Sheet	6.00	\$ 188	\$ 1,131	\$ 683	60%	\$961	85%	per sheet	
iii) Revisions - Initial Sheet	5.00	\$ 188	\$ 942	\$ -	n/a	\$801	85%	per sheet	
iv) Revisions - Each Additional Sheet	3.00	\$ 188	\$ 565	\$ -	n/a	\$480	85%	per sheet	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
k) Sidewalk (when submitted separately from grading plan)									
i) Initial Sheet	5.00	\$ 188	\$ 942	\$ 1,490	158%	\$801	85%	per sheet	
ii) Each Additional Sheet	2.00	\$ 188	\$ 377	\$ 683	181%	\$320	85%	per sheet	
iii) Revisions - Initial Sheet	4.00	\$ 188	\$ 754	\$ -	n/a	\$641	85%	per sheet	
iv) Revisions - Each Additional Sheet	2.00	\$ 188	\$ 377	\$ -	n/a	\$320	85%	per sheet	
l) Traffic Control Plan	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$320	85%	per sheet	
m) Record Drawings Review									
i) Initial Sheet	5.00	\$ 188	\$ 942	Bill Hourly	varies	\$801	85%	per sheet	
ii) Each Additional Sheet	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%	per sheet	
n) Hydrology Report	9.00	\$ 188	\$ 1,696	Bill Hourly	varies	\$1,441	85%	per report	
i) Revisions	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%	per report	
o) Traffic Study	11.00	\$ 188	\$ 2,073	Bill Hourly	varies	\$2,073	100%	per study	
p) Traffic Letter	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$377	100%	per letter	
q) Water Quality Mgmt. Plan Report (WQMP)	12.00	\$ 188	\$ 2,261	Bill Hourly	varies	\$2,261	100%	per report	
i) Revisions	5.00	\$ 188	\$ 942	Bill Hourly	varies	\$942	100%	per report	
r) Stormwater Pollution Prevention Plan (SWPPP)	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%	per plan	
i) Revisions	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%	per plan	
s) Sewer and Water - Onsite or Offsite									
i) Initial Sheet	1.00	\$ 188	\$ 188	\$ 1,240	658%	\$160	85%	per sheet	
ii) Each Additional Sheet	0.50	\$ 188	\$ 94	\$ 683	725%	\$80	85%	per sheet	
iii) Revisions - Initial Sheet	0.50	\$ 188	\$ 94	\$ -	n/a	\$80	85%	per sheet	
iv) Revisions - Each Additional Sheet	0.50	\$ 188	\$ 94	\$ -	n/a	\$80	85%	per sheet	
8 Plan Review (>3 Reviews)	1.00	\$ 188	\$ 188	\$200 per sheet	n/a	\$160	85%	per hour	
9 Expedited Plan Review Fee	varies	\$ 188	varies		n/a	1.5x standard fee	varies		[a]
10 Permit Inspection									
a) Mass Grading / Stockpile									
i) Per 1,056 CY	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%	1,056	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
b) Rough Grading									
i) First 3 Acres	5.00	\$ 188	\$ 942	Bill Hourly	varies	\$801	85%		
ii) Each Additional Acre	0.75	\$ 188	\$ 141	Bill Hourly	varies	\$120	85%		
c) Precise Grading									
i) Single Family Infill Lot	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		
ii) Single Family Custom Home Lot	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		
iii) Tract Home (per lot)	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$320	85%		
iv) All Others									
a) Without Rough Grading									
i) First 3 Acres	5.00	\$ 188	\$ 942	Bill Hourly	varies	\$801	85%		
ii) Each Additional Acre	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%		
b) Subsequent to Rough Grading									
i) First 3 Acres	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		
ii) Each Additional Acre	0.50	\$ 188	\$ 94	Bill Hourly	varies	\$80	85%		
d) Street Improvements - On-Site									
i) Up to 500 LF	12.00	\$ 188	\$ 2,261	Bill Hourly	varies	\$1,922	85%		[d],[f]
ii) 500 - 1,000 LF	20.00	\$ 188	\$ 3,769	Bill Hourly	varies	\$3,203	85%		[d],[e],[f]
iii) Each Additional 1,000 LF	10.00	\$ 188	\$ 1,884	Bill Hourly	varies	\$1,602	85%		[d],[e],[f]
e) On-Site Improvements Other Than Street Improvements									
i) Up to 5,000 Sq Ft	13.00	\$ 188	\$ 2,450	Bill Hourly	varies	\$2,082	85%		[e],[f]
ii) 5,000 Sq Ft - 10,000 Sq Ft	25.00	\$ 188	\$ 4,711	Bill Hourly	varies	\$4,004	85%		[e],[f]
iii) Each Additional 10,000 Sq Ft	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		[e],[f]
f) PM10 (per year)									
i) Single Family Infill Lot <10,000 Sq Ft	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		[b]
ii) > 10,000 Sq Ft - < 10 Acres	12.00	\$ 188	\$ 2,261	Bill Hourly	varies	\$1,922	85%		[b] , [c]
iii) 10 - 50 Acres	18.00	\$ 188	\$ 3,392	Bill Hourly	varies	\$2,883	85%		[b] , [c]
iv) 51 - 200 Acres	24.00	\$ 188	\$ 4,522	Bill Hourly	varies	\$3,844	85%		[b] , [c]
v) > 200 Acres	30.00	\$ 188	\$ 5,653	Bill Hourly	varies	\$4,805	85%		[b] , [c]

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
11 Encroachment Permits									
a) Street Improvements - Off-Site									
i) Up to 500 LF	17.00	\$ 188	\$ 3,203	Bill Hourly	varies	\$2,723	85%		[d]
ii) 500 - 1,000 LF	28.00	\$ 188	\$ 5,276	Bill Hourly	varies	\$4,485	85%		[d],[e]
iii) Each Additional 1,000 LF	13.00	\$ 188	\$ 2,450	Bill Hourly	varies	\$2,082	85%		[d],[e]
b) Storm Drain Line									
i) Up to 500 LF	8.00	\$ 188	\$ 1,507	Bill Hourly	varies	\$1,281	85%		
ii) 500 - 1,000 LF	14.00	\$ 188	\$ 2,638	Bill Hourly	varies	\$2,242	85%		[e]
iii) Each Additional 1,000 LF	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%		[e]
c) Storm Drain Inlet/Outlet Structures									
i) Up to 5	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		
ii) Each Additional	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%		
d) Storm Drain Retention (Underground Systems)	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%	per unit	
e) Off-site Signing and Striping									
i) Up to 500 LF	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		[g]
ii) 500 - 1,000 LF	8.00	\$ 188	\$ 1,507	Bill Hourly	varies	\$1,281	85%		[e],[g]
iii) Each Additional 1,000 LF	1.50	\$ 188	\$ 283	Bill Hourly	varies	\$240	85%		[e],[g]
f) Traffic Signal	32.00	\$ 188	\$ 6,030	Bill Hourly	varies	\$5,125	85%		
g) NPDES									
i) SWPPP									
a) Single Family Infill Lot <10,000 Sq Ft	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$320	85%	per year	[h]
b) > 10,000 Sq Ft - < 10 Acres	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%	per year	[h]
c) 10 - 50 Acres	9.00	\$ 188	\$ 1,696	Bill Hourly	varies	\$1,441	85%	per year	[h]
d) 51 - 200 Acres	12.00	\$ 188	\$ 2,261	Bill Hourly	varies	\$1,922	85%	per year	[h]
e) > 200 Acres	15.00	\$ 188	\$ 2,826	Bill Hourly	varies	\$2,402	85%	per year	[h]
ii) Water Quality Mgmt. Plan (WQMP)	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%	each	[i]
h) Bond Reduction Request	11.50	\$ 188	\$ 2,167	Bill Hourly	varies	\$1,842	85%		

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
i) Final Inspection/Acceptance									
i) Single Family Lot <10,000 Sq Ft	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%		[j]
ii) > 10,000 Sq Ft - < 2 Acres	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		[k]
ii) > 2 Acres - < 10 Acres	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		[k]
iii) > 10 - < 50 Acres	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%		[k]
iv) > 50 - 200 Acres	8.00	\$ 188	\$ 1,507	Bill Hourly	varies	\$1,281	85%		[k]
v) > 200 Acres	10.00	\$ 188	\$ 1,884	Bill Hourly	varies	\$1,602	85%		[k]
j) Traffic Control									
i) Up to Two Consecutive Days	1.25	\$ 188	\$ 236	Bill Hourly	varies	\$200	85%		[l]
ii) Three - Five Consecutive Days	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		
iii) Each Additional Consecutive Day (Up to 10 Days)	0.75	\$ 188	\$ 141	Bill Hourly	varies	\$120	85%	per day	
iv) 11+ Days (Up to 60 Calendar Days Max)	10.00	\$ 188	\$ 1,884	Bill Hourly	varies	\$1,602	85%		
k) Cut/Bore/Vault/Pot Hole	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$320	85%	each	
l) Driveway									
i) Residential	2.50	\$ 188	\$ 471	\$ 106	23%	\$400	85%		
ii) Commercial	4.00	\$ 188	\$ 754	\$ 106	14%	\$641	85%		

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrlly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
m) Excavation / Trenching									
i) First 100 LF	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		
ii) Each Additional 100 LF	0.50	\$ 188	\$ 94	Bill Hourly	varies	\$80	85%		
n) Sidewalk									
i) Up to 20 Lineal Feet	1.50	\$ 188	\$ 283	Bill Hourly	varies	\$240	85%		
ii) 20 - 100 Lineal Feet	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$320	85%		
iii) Each Additional 100 Lineal Feet	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%		
o) Sewer and Water - Private On Site	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		
p) Night Work (per night)	8.00	\$ 188	\$ 1,507	Bill Hourly	varies	\$1,281	85%		
q) Excess Inspection / Missed Inspection / Re-Inspection / Re-Call Compliance Inspections	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%		
r) Stop Work Notice Release	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		
12 Research/Administrative									
a) Subdivision Improvement Agreement (SIA)	12.00	\$ 188	\$ 2,261	\$ 570	25%	\$1,922	85%	per request	
b) SIA - Time Extension	7.00	\$ 188	\$ 1,319		n/a	\$1,121	85%	per request	
c) Assignment & Assumptions Agreement	13.00	\$ 188	\$ 2,450	\$ 570	23%	\$2,082	85%	per request	
d) Flood Plain									
i) Research/FEMA App	3.00	\$ 188	\$ 565		n/a	\$480	85%	per request	
ii) Community Acknowledgement Form	1.50	\$ 188	\$ 283		n/a	\$240	85%	per request	
e) Bid Protest Review	8.00	\$ 188	\$ 1,507		n/a	\$1,281	85%		
f) Misc Research (per request, per hour)	1.00	\$ 188	\$ 188		n/a	\$160	85%		[m]
g) Misc Covenant Review & Approval	2.50	\$ 188	\$ 471		n/a	\$400	85%		
h) CC&R Review (per request)	16.00	\$ 188	\$ 3,015		n/a	\$2,563	85%		
i) Streetlight Application Review and Covenant	2.50	\$ 188	\$ 471		n/a	\$400	85%		
13 Reactivation of Permit									
a) Reactivation of an Expired Minor Permit	varies	\$ 188	varies		varies	10% of original permit fee	varies	each	[n]
b) Reactivation of an Expired Major Permit	2.00	\$ 188	\$ 377		n/a	20% of original permit fee	100%	each	[n]
14 Technology Enhancement Fee					n/a	3% of fee	n/a		

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
15 Transportation Permits									
a) Annual	2.50	\$ 188	\$ 471	\$ 90	19%	\$90	19%	each	
b) Single Event	1.50	\$ 188	\$ 283	\$ 16	6%	\$16	6%	each	
16 Pool Drain Permit	0.25	\$ 188	\$ 47		n/a	\$31	65%	each	
17 Business License Inspection	0.50	\$ 188	\$ 94		n/a	\$94	100%	each	
18 NPDES Inspections									
a) Food Use	1.00	\$ 188	\$ 188		n/a	\$188	100%		
b) Hazardous Waste									
i) without Storage	1.00	\$ 188	\$ 188		n/a	\$188	100%		
ii) with Storage	1.25	\$ 188	\$ 236		n/a	\$236	100%		
19 Park/Gazebo Rentals									[o]

[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.

[b] For PM10 annual permit.

[c] Fee generally assumes one inspection per month. Additional inspections billed using re-inspection fee.

[d] Includes, curb, gutter, and sidewalk. Excludes driveways.

[e] Rounded up to nearest thousand feet.

[f] Excluding building foundation footprint.

[g] Footage based on centerline street length.

[h] Annual inspection cost.

[i] Includes Water Quality Management Plan specific covenant.

[j] Includes tract single family homes, does not include tract final.

[k] Includes tract finals.

[l] Permanent patching of pavement at same location will count as a subsequent consecutive day.

[m] Estimate provided up front.

[n] Assumes no changes to original permit.

[o] Based on recommendation from PACE and final approval by City Council.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Fire Prevention Division of the Fire Department
 Calculation of the Estimated Costs of Providing Fee Related Services

					Cost Recovery Information								
Fee Description					Estimated Labor Hours	Estimated Cost of Service	Estimated Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Water Based Fire Protection Systems (1)												
	a) Fire Sprinkler Commercial/Multi Family/Other - New System												
					2.75	x \$156 =	\$429	varies	varies	\$429	100%	per installation	
					3.75	x \$156 =	\$585	varies	varies	\$585	100%	per installation	
	b) Fire Sprinkler Commercial/Multi Family/Other - Alteration												
					1.25	\$156 =	\$195	varies	varies	\$195	100%	per installation	
					1.75	\$156 =	\$273	varies	varies	\$273	100%	per installation	
	c) Fire Sprinkler, Per additional head - New or Alteration												
					0.01	\$156 =	\$1	varies	varies	\$1	100%	per head	
					0.01	\$156 =	\$2	varies	varies	\$2	100%	per head	
	d) Fire Sprinkler Single Family/Duplex - New System												
					1.50	\$156 =	\$234	varies	varies	\$234	100%	per installation	
					2.50	\$156 =	\$390	varies	varies	\$390	100%	per installation	
	e) Fire Sprinkler Single Family/Duplex - Alteration of Existing System												
					1.50	\$156 =	\$234	varies	varies	\$234	100%	per installation	
					1.50	\$156 =	\$234	varies	varies	\$234	100%	per installation	
	f) Standpipe												
					2.00	\$156 =	\$312	varies	varies	\$312	100%	per system	
					4.00	\$156 =	\$624	varies	varies	\$624	100%	per system	
	g) Fire Protection Underground System												
					1.50	\$156 =	\$234	varies	varies	\$234	100%	each	
					4.00	\$156 =	\$624	varies	varies	\$624	100%	each	
	h) Per Additional Sprinkler Riser or Hydrant												
					1.50	\$156 =	\$234	varies	varies	\$234	100%	each	
					2.00	\$156 =	\$312	varies	varies	\$312	100%	each	
2	Fire Alarm System (1):												
	a) Fire Alarm - New System												
					1.00	\$156 =	\$156	varies	varies	\$156	100%	per system	
					1.00	\$156 =	\$156	varies	varies	\$156	100%	per system	
	b) Fire Alarm - Alteration												
					1.00	\$156 =	\$156	varies	varies	\$156	100%	per system	
					1.00	\$156 =	\$156	varies	varies	\$156	100%	per system	
	c) Per Additional Device												
					0.02	\$156 =	\$2	varies	varies	\$2	100%	per device	
					0.02	\$156 =	\$3	varies	varies	\$3	100%	per device	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Fire Prevention Division of the Fire Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Hours	Estimated Cost of Service	Estimated Cost of Service	Cost Recovery Information						
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes	
3 Alternative Automatic Extinguishing Systems (Dry, Wet, CO2, Halon, UL 300, Clean										
a) Plan Review	1.50	\$156	= \$234	varies	varies	\$234	100%	per system		
b) Inspection	2.25	\$156	= \$351	varies	varies	\$351	100%	per system		
4 Other Fire Construction Reviews and Inspections (2):										
a) LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, Industrial Oven, & other Fire Construction Permit										
i) Plan Review	1.50	\$156	= \$234	varies	varies	\$234	100%	per system		
ii) Inspection	0.01	\$156	= \$2	varies	varies	\$2	100%	per system		
b) Public School Access & Water Supply Plan Check (hourly) - Minimum 1 hour review deposit required (3)	1.00	\$156	= \$156	varies	varies	\$156	100%	per review		
5 Hazardous Activities Installation/Removal Permits Above Ground - Hazardous Materials Tank and/or Pipe Installation or Removal (1 tank){4):	2.00	\$156	= \$312	varies	varies	\$312	100%	per tank system		
Permits to Operate (Type of Permit Activity)										
6 Amusement Building	0.50	\$156	= \$78	varies	varies	\$78	100%			
7 Carnivals and Fairs	1.00	\$156	= \$156	varies	varies	\$156	100%			
8 Combustible Dust Operations	0.50	\$156	= \$78	varies	varies	\$78	100%			
9 Covered Mall Buildings	2.00	\$156	= \$312	varies	varies	\$312	100%			
10 Exhibits and Trade Shows	1.00	\$156	= \$156	varies	varies	\$156	100%			
11 Explosives or Blasting Agents	1.00	\$156	= \$156	varies	varies	\$156	100%			
12 Mobile Fueling	0.50	\$156	= \$78	varies	varies	\$78	100%			
13 Recreational or Bon Fire	1.00	\$156	= \$156	varies	varies	\$156	100%			
14 Theatrical Fire Performance	2.00	\$156	= \$312	varies	varies	\$312	100%			
15 High Pile Storage	0.50	\$156	= \$78	varies	varies	\$78	100%			
16 Hot Work Operations	0.50	\$156	= \$78	varies	varies	\$78	100%			
17 Industrial Ovens	0.50	\$156	= \$78	varies	varies	\$78	100%			
18 Lumber Yards	1.00	\$156	= \$156	varies	varies	\$156	100%			
19 Misc. Combustible Storage	1.00	\$156	= \$156	varies	varies	\$156	100%			
20 Places of Assembly										
a) Less than 300 occupant load	1.00	\$156	= \$156	varies	varies	\$156	100%			
b) 300 - 999 occupant load	1.00	\$156	= \$156	varies	varies	\$156	100%			
c) 1,000 or more occupant load	2.00	\$156	= \$312	varies	varies	\$312	100%			

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Fire Prevention Division of the Fire Department
 Calculation of the Estimated Costs of Providing Fee Related Services

				Cost Recovery Information					
Fee Description	Estimated Labor Hours	Estimated Cost of Service	Estimated Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
21 Commercial Day Care Facility									
a) 7 - 49 persons	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) 50 - 149 persons	1.00	\$156	= \$156	varies	varies	\$156	100%		
c) 150 or more persons	1.50	\$156	= \$234	varies	varies	\$234	100%		
22 Institutional									
a) Less than 6 patients	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) 6 or more patients	0.50	\$156	= \$78	varies	varies	\$78	100%		
c) Detention facilities	2.00	\$156	= \$312	varies	varies	\$312	100%		
23 Apartments/Hotels/Motels									
a) 3 - 16 units	1.00	\$156	= \$156	varies	varies	\$156	100%		
b) 17 - 32 units	1.50	\$156	= \$234	varies	varies	\$234	100%		
c) 33 or more units	2.00	\$156	= \$312	varies	varies	\$312	100%		
24 Large Family Day Care									
a) Large Family Day Care	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) Pre-inspection (at hourly rate)	0.50	\$156	= \$78	varies	varies	\$78	100%		
25 850 Inspections									
a) 850 Inspection (at hourly rate)	0.50	\$156	= \$78	varies	varies	\$78	100%		
26 Residential Care Facilities									
a) 7 or more residents	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) Pre-inspection (at hourly rate)	0.50	\$156	= \$78	varies	varies	\$78	100%		
27 Temporary Membrane Structures (Tents/Canopies)									
a) 401 - 1,499 SF	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) 1,500 - 2,999 SF	0.50	\$156	= \$78	varies	varies	\$78	100%		
c) 3,000 - 5,999 SF	1.00	\$156	= \$156	varies	varies	\$156	100%		
d) 6,000 or more SF	1.50	\$156	= \$234	varies	varies	\$234	100%		
28 Annual Inspection: Above Ground - Flammable / Combustible Liquid Tank and/or Pipe	1.00	\$156	= \$156	varies	varies	\$156	100%	per tank system	
29 New Construction Plan Check (6):									
a) A - Assembly	2.50	\$156	= \$390	varies	varies	\$390	100%	each	
b) B, I, M - Business, Institutional, Mercantile	2.00	\$156	= \$312	varies	varies	\$312	100%	each	
c) E, R-1, R-2 - Educational, Multi-Family	2.50	\$156	= \$390	varies	varies	\$390	100%	each	
d) F, S, H - Factory, Storage, Hazardous	2.50	\$156	= \$390	varies	varies	\$390	100%	each	
e) R-3 - Single Family	1.00	\$156	= \$156	varies	varies	\$156	100%	each	
f) All Tenant Improvements	1.00	\$156	= \$156	varies	varies	\$156	100%	each	
g) U - Utility Structures and Buildings	1.00	\$156	= \$156	varies	varies	\$156	100%	each	
h) All Shell Buildings	1.00	\$156	= \$156	varies	varies	\$156	100%	each	

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Fire Prevention Division of the Fire Department
 Calculation of the Estimated Costs of Providing Fee Related Services

				Cost Recovery Information					
Fee Description	Estimated Labor Hours	Estimated Cost of Service	Estimated Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Other Miscellaneous Fees									
30 Copy of Incident Report (per incident)	0.50	\$156	= \$78	varies	varies	\$15			
31 Media Reproduction (audio, video, photographic)	varies			varies	varies	Actual Cost			
32 Emergency Response Caused by DUI	varies			varies	varies	Actual Cost			
33 Weed Abatement Administrative Parcel Fee	2.00	\$156	= \$312	varies	varies	\$312			
34 Code Appeal (per hour)	1.00	\$156	= \$156	varies	varies	\$156			
35 Fire Flow / Hydrant Test	3.00	\$156	= \$468	varies	varies	\$468			
36 Minimum Intake Fee	1.00	\$156	= \$156	varies	varies	\$156			
37 Voluntary Inspection	2.00	\$156	= \$312	varies	varies	\$312			
38 Technical Report (alternate material or method request)	4.00	\$156	= \$624	varies	varies	\$624			
39 Inspection Requests (after normal business hours) (7)				varies	varies	1.5 x charge amount			
40 Excessive resubmittals and inspections	1.00	\$156	= \$156	varies	varies	\$156		each	
41 Administrative Fee (work without a permit)	2.50	\$156	= \$390	varies	varies	\$390			
42 Code Review or Design Consultation (per hour)	1.00	\$156	= \$156	varies	varies	\$156			
43 Fire Prevention Division Hourly Rate	1.00	\$156	= \$156	varies	varies	\$156			
44 Late Payment Penalty for Permits									
a) 30 days past due						\$50			
b) 60 days past due						\$100			
c) 90 days past due						\$200			
45 Special Request for Fire Department Personnel Services	overtime rate by rank	overtime rate by rank	overtime rate by rank	overtime rate by rank		overtime rate by rank	100%	per hour	

- (1) Fee includes up to two plan checks or three inspections. Additional costs to be recovered at staff hourly rate.
- (2) Fee includes up to two plan checks or two inspections. Additional costs to be recovered at staff hourly rate.
- (3) Actual costs - may also be charged by actual costs using the fully burdened hourly rates plus any outside consultant costs if applicable. Review time exceeding initial hours assumed for establishing deposit is billed at hourly rate.
- (4) Fee includes plan check and up to two inspections. Additional costs to be recovered at staff hourly rate.
- (5) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request. The standard number of hours estimated can be calculated by dividing the fee amount by \$157, the Division's fully-burdened hourly rate. For example, a fee amount of \$314 assumes roughly 2.00 hours will be required to perform a standard request for the fee related service. Review and inspection efforts that exceed the standard number of hours used to calculate the fee by more than one hour will be billed hourly for any time spent in excess of the standard hours built into the fee.
- (6) Planning submittals for fire review and related correspondence, meetings, etc. may be charged for at hourly rate during the construction plan review.
- (7) Inspection outside normal work hours will require hourly fees in addition to other required fees.

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)					Estimated Cost of Service						
		Plan'g	Eng'rg	Bldg	PD	Fire	Total Hours	\$189	\$188	\$155	\$189	\$156	Total
								Plan'g	Eng'rg	Bldg	PD	Fire	Cost of Service
ADULT ORIENTED BUSINESSES:													
1	Sexually Oriented Business New Permit	10.00			3.00		13.00	\$1,890	\$0	\$0	\$567	\$0	\$2,457
2	Sexually Oriented Business Renewal Permit	3.50			3.00		6.50	\$662	\$0	\$0	\$567	\$0	\$1,229
3	ANNEXATION TO CATHEDRAL CITY:	215.00					215.00	\$40,635	\$0	\$0	\$0	\$0	\$40,635
APPEALS:													
4	Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	11.50					11.50	\$2,174	\$0	\$0	\$0	\$0	\$2,174
SIMILAR USE DETERMINATION:													
5	Similar use determination - Administration	2.50					2.50	\$473	\$0	\$0	\$0	\$0	\$473
6	Similar use determination by PC	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$1,134
CONDITIONAL USE PERMITS:													
7	CUP - Including design review for new structure or modification	42.00	1.00	2.50			45.50	\$7,938	\$188	\$388	\$0	\$0	\$8,514
8	CUP - Use only - no structural alteration / modification	10.00					10.00	\$1,890	\$0	\$0	\$0	\$0	\$1,890
9	CUP - Alcohol, Garage > 800 sq ft, Other Minor	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$1,512
10	CUP - Revisions / Modifications - Major	22.00					22.00	\$4,158	\$0	\$0	\$0	\$0	\$4,158
11	CUP - Revisions / Modifications - Minor	10.00					10.00	\$1,890	\$0	\$0	\$0	\$0	\$1,890
DESIGN REVIEWS:													
12	Design Review - Administrative Approval												
	a) without Architectural Review Committee Required	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$1,134
	b) with Architectural Review Committee Required	13.00					13.00	\$2,457	\$0	\$0	\$0	\$0	\$2,457
13	Design Review - Discretionary Approval	42.00	1.00	2.50			45.50	\$7,938	\$188	\$388	\$0	\$0	\$8,514
14	Design Review - Duplex 3-4 Units	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$1,512
15	Design Review - Single Family	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
16	Design Review - Discretionary Revisions	22.00					22.00	\$4,158	\$0	\$0	\$0	\$0	\$4,158

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
ADULT ORIENTED BUSINESSES:										
1	Sexually Oriented Business New Permit	\$840		flat fee	34%	100%	\$2,457		flat fee	
2	Sexually Oriented Business Renewal Permit	\$600		flat fee	49%	100%	\$1,229		flat fee	
3	ANNEXATION TO CATHEDRAL CITY:		\$16,260	deposit	40%	100%		\$20,000	deposit	
APPEALS:										
4	Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	\$270		flat fee	12%	46%	\$1,000		flat fee	
SIMILAR USE DETERMINATION:										
5	Similar use determination - Administration	\$120		flat fee	25%	100%	\$473		flat fee	
6	Similar use determination by PC	\$460		flat fee	41%	100%	\$1,134		flat fee	
CONDITIONAL USE PERMITS:										
7	CUP - Including design review for new structure or modification		\$2,170	deposit	25%	100%		\$8,514	minimum fee / initial deposit	
8	CUP - Use only - no structural alteration / modification		\$1,030	deposit	54%	100%		\$1,890	minimum fee / initial deposit	
9	CUP - Alcohol, Garage > 800 sq ft, Other Minor		\$1,030	deposit	68%	50%		\$756	minimum fee / initial deposit	
10	CUP - Revisions / Modifications - Major		\$1,540	deposit	37%	100%		\$4,158	minimum fee / initial deposit	
11	CUP - Revisions / Modifications - Minor		\$1,540	deposit	81%	100%		\$1,890	minimum fee / initial deposit	
DESIGN REVIEWS:										
12	Design Review - Administrative Approval									
	a) without Architectural Review Committee Required		\$680	deposit	60%	100%		\$1,134	minimum fee / initial deposit	
	b) with Architectural Review Committee Required		\$680	deposit	28%	100%		\$2,457	minimum fee / initial deposit	
13	Design Review - Discretionary Approval		\$2,170	deposit	25%	100%		\$8,514	minimum fee / initial deposit	
14	Design Review - Duplex 3-4 Units		\$680	deposit	45%	100%		\$1,512	minimum fee / initial deposit	
15	Design Review - Single Family		\$120	deposit	42%	100%		\$284	minimum fee / initial deposit	
16	Design Review - Discretionary Revisions		\$1,140	deposit	27%	100%		\$4,158	minimum fee / initial deposit	

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)					Estimated Cost of Service						
		Plan'g	Eng'rg	Bldg	PD	Fire	Total Hours	\$189	\$188	\$155	\$189	\$156	Total
								Plan'g	Eng'rg	Bldg	PD	Fire	Cost of Service
	ENVIRONMENTAL PROCESSING:												
15	Negative Declaration	25.00					25.00	\$4,725	\$0	\$0	\$0	\$0	\$4,725
16	Environmental Impact Report	87.00					87.00	\$16,443	\$0	\$0	\$0	\$0	\$16,443
	FILM PERMITS:												
17	Film Permit - Still Fee	5.00					5.00	\$945	\$0	\$0	\$0	\$0	\$945
	a) plus Daily Fee, or	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
	b) Weekly Fee	5.00					5.00	\$945	\$0	\$0	\$0	\$0	\$945
18	Film/Video	5.00					5.00	\$945	\$0	\$0	\$0	\$0	\$945
	a) plus Daily Fee, or	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
	b) Weekly Fee	5.00					5.00	\$945	\$0	\$0	\$0	\$0	\$945
	PLANNED UNIT DEVELOPMENTS:												
19	PUD	85.00					85.00	\$16,065	\$0	\$0	\$0	\$0	\$16,065
20	Amended/Revised PUD	42.00					42.00	\$7,938	\$0	\$0	\$0	\$0	\$7,938
	PLANS:												
21	General Plan Amendment	40.50					40.50	\$7,655	\$0	\$0	\$0	\$0	\$7,655
22	Change of Zone	40.50					40.50	\$7,655	\$0	\$0	\$0	\$0	\$7,655
23	Change of Zone w / GPA	58.00					58.00	\$10,962	\$0	\$0	\$0	\$0	\$10,962
24	Specific Plan	106.00					106.00	\$20,034	\$0	\$0	\$0	\$0	\$20,034
25	Specific Plan Amendment	45.00					45.00	\$8,505	\$0	\$0	\$0	\$0	\$8,505
26	Development Agreements	44.50					44.50	\$8,411	\$0	\$0	\$0	\$0	\$8,411

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
ENVIRONMENTAL PROCESSING:										
15	Negative Declaration		\$1,540	deposit	33%	100%		\$4,725	minimum fee / initial deposit	
16	Environmental Impact Report		\$15,000	deposit	91%	100%		\$16,443	minimum fee / initial deposit	
FILM PERMITS:										
17	Film Permit - Still Fee	\$50		flat fee	5%	100%	\$945		flat fee	
	a) plus Daily Fee, or	\$10		flat fee	4%	100%	\$284		flat fee	
	b) Weekly Fee	\$50		flat fee	5%	100%	\$945		flat fee	
18	Film/Video	\$100		flat fee	11%	100%	\$945		flat fee	
	a) plus Daily Fee, or	\$25		flat fee	9%	100%	\$284		flat fee	
	b) Weekly Fee	\$125		flat fee	13%	100%	\$945		flat fee	
PLANNED UNIT DEVELOPMENTS:										
19	PUD		\$3,190	deposit	20%	100%		\$16,065	minimum fee / initial deposit	
20	Amended/Revised PUD		\$2,000	deposit	25%	100%		\$7,938	minimum fee / initial deposit	
PLANS:										
21	General Plan Amendment		\$2,570	deposit	34%	100%		\$7,655	minimum fee / initial deposit	
22	Change of Zone		\$2,570	deposit	34%	100%		\$7,655	minimum fee / initial deposit	
23	Change of Zone w / GPA		\$7,650	deposit	70%	100%		\$10,962	minimum fee / initial deposit	
24	Specific Plan		\$5,950	deposit	30%	100%		\$20,034	minimum fee / initial deposit	
25	Specific Plan Amendment		\$2,980	deposit	35%	100%		\$8,505	minimum fee / initial deposit	
26	Development Agreements		\$5,000	deposit	59%	100%		\$8,411	minimum fee / initial deposit	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)					Estimated Cost of Service							
		Plan'g	Eng'rg	Bldg	PD	Fire	Total Hours	\$189	\$188	\$155	\$189	\$156	Total	
								Plan'g	Eng'rg	Bldg	PD	Fire	Cost of Service	
	SIGN PERMITS:													
27	Master Sign Program	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$0	\$1,512
28	Window Signs - NonExempt	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$0	\$95
29	Drive thru menu boards	4.50					4.50	\$851	\$0	\$0	\$0	\$0	\$0	\$851
30	Subdivision sign	6.50					6.50	\$1,229	\$0	\$0	\$0	\$0	\$0	\$1,229
31	New Sign - Wall	2.00					2.00	\$378	\$0	\$0	\$0	\$0	\$0	\$378
32	Monument Signs													
	a) Shopping Center	7.00					7.00	\$1,323	\$0	\$0	\$0	\$0	\$0	\$1,323
	b) All Others	3.50					3.50	\$662	\$0	\$0	\$0	\$0	\$0	\$662
33	Billboards	32.00					32.00	\$6,048	\$0	\$0	\$0	\$0	\$0	\$6,048
34	Temporary Signs	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$0	\$95
35	Alteration of sign face	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$0	\$95
36	Special permit for noncommercial murals													
	SUBDIVISION MAPS:													
37	Tentative / Vesting Parcel Maps-up to 4 parcels	25.00					25.00	\$4,725	\$0	\$0	\$0	\$0	\$0	\$4,725
38	Tentative / Vesting Tract Maps-up to 10 lots	35.00					35.00	\$6,615	\$0	\$0	\$0	\$0	\$0	\$6,615
39	Tentative Tract Maps - per additional lot	0.25					0.25	\$47	\$0	\$0	\$0	\$0	\$0	\$47
40	Map Revisions	12.00					12.00	\$2,268	\$0	\$0	\$0	\$0	\$0	\$2,268
41	Reversion to Acreage	25.00					25.00	\$4,725	\$0	\$0	\$0	\$0	\$0	\$4,725

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
	SIGN PERMITS:									
27	Master Sign Program	\$600		flat fee	40%	100%	\$1,512		flat fee	
28	Window Signs - NonExempt	\$40		flat fee	42%	100%	\$95		flat fee	[a]
29	Drive thru menu boards	\$220		flat fee	26%	100%	\$851		flat fee	[a]
30	Subdivision sign	\$540		flat fee	44%	100%	\$1,229		flat fee	[a]
31	New Sign - Wall	\$160		flat fee	42%	100%	\$378		flat fee	[a]
32	Monument Signs									
	a) Shopping Center	\$300		flat fee	23%	100%	\$1,323		flat fee	[a]
	b) All Others	\$300		flat fee	45%	100%	\$662		flat fee	[a]
33	Billboards	varies		flat fee		100%	\$6,048		flat fee	[a]
34	Temporary Signs	\$40		flat fee	42%	100%	\$95		flat fee	[a]
35	Alteration of sign face	\$40		flat fee	42%	100%	\$95		flat fee	[a]
36	Special permit for noncommercial murals			fixed by resolution, section 9.62.070,					fixed by resolution, section 9.62.070,	
	SUBDIVISION MAPS:									
37	Tentative / Vesting Parcel Maps-up to 4 parcels		\$2,170	deposit	46%	100%		\$4,725	minimum fee / initial deposit	
38	Tentative / Vesting Tract Maps-up to 10 lots		\$2,980	deposit	45%	100%		\$6,615	minimum fee / initial deposit	
39	Tentative Tract Maps - per additional lot	\$19		per lot fee	40%	100%		\$50	minimum fee / initial deposit	
40	Map Revisions		\$1,030	deposit	45%	100%		\$2,268	minimum fee / initial deposit	
41	Reversion to Acreage		\$2,170	deposit	46%	100%		\$4,725	minimum fee / initial deposit	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)					Estimated Cost of Service						
		Plan'g	Eng'rg	Bldg	PD	Fire	Total Hours	\$189	\$188	\$155	\$189	\$156	Total
								Plan'g	Eng'rg	Bldg	PD	Fire	Cost of Service
	MISCELLANEOUS:												
	INSPECTIONS:												
42	Final Inspection (2)	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
43	Re-inspections for Final Approval	1.00					1.00	\$189	\$0	\$0	\$0	\$0	\$189
44	Final Landscape Inspection	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
45	Inspection - Commercial												
	a) Alterations/Additions - Non-Residential	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
	b) New Construction - Up to 5 acres	2.50					2.50	\$473	\$0	\$0	\$0	\$0	\$473
	c) New Construction - 5 acres or greater	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$1,134
46	Inspection - Residential												
	a) Alterations/Additions - Residential	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$95
	b) Residential - SFD	1.00					1.00	\$189	\$0	\$0	\$0	\$0	\$189
	c) Residential - MFD - up to 4 units	2.50					2.50	\$473	\$0	\$0	\$0	\$0	\$473
	d) Residential - Multi-family over 4 units	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$1,134
	PLAN CHECK:												
47	Final Landscape Plan	5.50					5.50	\$1,040	\$0	\$0	\$0	\$0	\$1,040
48	Plan Check Fee - Commercial												
	a) Alterations / Additions - Non-Residential	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
	b) Up to 5 acres	11.00					11.00	\$2,079	\$0	\$0	\$0	\$0	\$2,079
	c) 5 acres or greater	16.50					16.50	\$3,119	\$0	\$0	\$0	\$0	\$3,119
49	Plan Check Fees - Residential												
	a) Alterations / Additions - Residential	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$95
	b) Residential - SFD	1.25					1.25	\$236	\$0	\$0	\$0	\$0	\$236
	c) Residential - MFD - up to 4 units	3.25					3.25	\$614	\$0	\$0	\$0	\$0	\$614
	d) Residential - Multi-family over 4 units	13.00					13.00	\$2,457	\$0	\$0	\$0	\$0	\$2,457

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
MISCELLANEOUS:										
INSPECTIONS:										
42	Final Inspection (2)	varies		flat fee	0%	100%	\$284		flat fee	
43	Re-inspections for Final Approval	varies		flat fee	0%	100%	\$189		flat fee	
44	Final Landscape Inspection	varies		flat fee	0%	100%	\$284		flat fee	
45	Inspection - Commercial									
	a) Alterations/Additions - Non-Residential	varies		flat fee	0%	100%	\$284		flat fee	
	b) New Construction - Up to 5 acres	varies		flat fee	0%	100%	\$473		flat fee	
	c) New Construction - 5 acres or greater	varies		flat fee	0%	100%	\$1,134		flat fee	
46	Inspection - Residential									
	a) Alterations/Additions - Residential	varies		flat fee	0%	100%	\$95		flat fee	
	b) Residential - SFD	varies		flat fee	0%	100%	\$189		flat fee	
	c) Residential - MFD - up to 4 units	varies		flat fee	0%	100%	\$473		flat fee	
	d) Residential - Multi-family over 4 units	varies		flat fee	0%	100%	\$1,134		flat fee	
PLAN CHECK:										
47	Final Landscape Plan	varies	\$460	deposit	44%	100%	\$1,040	\$1,040	minimum fee / initial deposit	
48	Plan Check Fee - Commercial									
	a) Alterations / Additions - Non-Residential	varies		deposit	0%	100%		\$198	minimum fee / initial deposit	
	b) Up to 5 acres	varies	\$920	deposit	44%	100%		\$2,079	minimum fee / initial deposit	
	c) 5 acres or greater	varies	\$1,380	deposit	44%	100%		\$3,119	minimum fee / initial deposit	
49	Plan Check Fees - Residential									
	a) Alterations / Additions - Residential	\$100		flat fee	106%	100%	\$95		flat fee	
	b) Residential - SFD	\$100		flat fee	42%	100%	\$236		flat fee	
	c) Residential - MFD - up to 4 units	\$270		flat fee	44%	100%	\$614		flat fee	
	d) Residential - Multi-family over 4 units		\$600	deposit	24%	100%		\$2,457	minimum fee / initial deposit	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)					Total Hours	Estimated Cost of Service							
		Plan'g	Eng'rg	Bldg	PD	Fire		\$189	\$188	\$155	\$189	\$156	Total		
	STREET NAME CHANGE:														
50	Street Name Change	7.00		8.00			15.00	\$1,323	\$0	\$1,240	\$0	\$0	\$0	\$0	\$2,563
	TIME EXTENSIONS:														
51	Time Extensions	10.00					10.00	\$1,890	\$0	\$0	\$0	\$0	\$0	\$0	\$1,890
	SPECIAL USE PERMITS:														
52	Special Use Permits (SUP) - Minor	3.00					3.00	\$567	\$0	\$0	\$0	\$0	\$0	\$0	\$567
53	Special Use Permits (SUP)	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$0	\$0	\$1,512
54	Downtown Core SUP (Includes C'wide Events)	12.00					12.00	\$2,268	\$0	\$0	\$0	\$0	\$0	\$0	\$2,268
55	Dance Permit	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$0	\$0	\$1,134
	VARIANCES:														
56	Variance	22.00					22.00	\$4,158	\$0	\$0	\$0	\$0	\$0	\$0	\$4,158
57	Administrative Variance - Minor	3.00					3.00	\$567	\$0	\$0	\$0	\$0	\$0	\$0	\$567
58	Administrative Variance	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$0	\$0	\$1,512
	OTHER FEES:														
59	General Plan & Zoning Letter (Zoning Confirmation Letter)	4.25					4.25	\$803	\$0	\$0	\$0	\$0	\$0	\$0	\$803
60	Zoning Compliance Letter	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$0	\$0	\$1,512
61	RV Parking Permit	2.25					2.25	\$425	\$0	\$0	\$0	\$0	\$0	\$0	\$425
62	Handbill Permit	1.75					1.75	\$331	\$0	\$0	\$0	\$0	\$0	\$0	\$331
	HOUSING:														
63	Senate Bill (SB) 330 Application Review	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$0	\$0	\$1,512
	PRE-APPLICATION / CONCEPTUAL DESIGN REVIEW:														
64	Conceptual Design Review	14.00					14.00	\$2,646	\$0	\$0	\$0	\$0	\$0	\$0	\$2,646
65	PUBLIC NOTICING:														
	Public Noticing														\$500
	HOURLY BILLING RATES FOR DEPOSITS														
66	Hourly Billing Rates														

[a] Fee reduced by 50% if part of sign program.

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
	STREET NAME CHANGE:									
50	Street Name Change	\$430		flat fee	17%	100%	\$2,563		flat fee	
	TIME EXTENSIONS:									
51	Time Extensions	50%		of original processing cost	0%	100%	\$1,890		flat fee	
	SPECIAL USE PERMITS:									
52	Special Use Permits (SUP) - Minor	\$300		flat fee	53%	100%	\$567		flat fee	
53	Special Use Permits (SUP)	\$300		flat fee	20%	100%	\$1,512		flat fee	
54	Downtown Core SUP (Includes C'wide Events)	\$510		flat fee	22%	100%	\$2,268		flat fee	
55	Dance Permit	\$220		flat fee	19%	100%	\$1,134		flat fee	
	VARIANCES:									
56	Variance		\$2,170	deposit	52%	100%		\$4,158	minimum fee / initial deposit	
57	Administrative Variance - Minor	\$110		flat fee	19%	100%	\$567		flat fee	
58	Administrative Variance	\$110		flat fee	7%	100%	\$1,512		flat fee	
	OTHER FEES:									
59	General Plan & Zoning Letter (Zoning Confirmation Letter)	\$100		flat fee	12%	37%	\$295		flat fee	
60	Zoning Compliance Letter	\$100		flat fee	7%	100%	\$1,512		flat fee	
61	RV Parking Permit	\$300		flat fee	71%	100%	\$425		flat fee	
62	Handbill Permit	\$140		flat fee	42%	100%	\$331		flat fee	
	HOUSING:									
63	Senate Bill (SB) 330 Application Review					100%	\$1,512		flat fee	
	PRE-APPLICATION / CONCEPTUAL DESIGN REVIEW:									
64	Conceptual Design Review					50%	\$1,323		flat fee	
65	PUBLIC NOTICING:									
	Public Noticing					100%	\$500		flat fee	
	HOURLY BILLING RATES FOR DEPOSITS									
66	Hourly Billing Rates					100%		See rate sched	per hour	

[a] Fee reduced by 50% if part of sign program.

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - General Plan Update Fee

Estimated Expenditures

Description	Total	Amortization / Update Frequency	Annual Cost	Notes
General Plan Update	\$ 1,500,000	15	\$ 100,000	[a]
Housing Element	\$ 100,000	4	\$ 25,000	[a]
Zoning Code	\$ 50,000	1	\$ 50,000	[a]
Total	\$ 1,650,000		\$ 175,000	

Average Revenue

Description	FY 18/19	FY 19/20	Average	Notes
General Plan Maint Fees	\$ 29,815	\$ 42,763	\$ 36,289	

Current Cost Recovery

Description	Total	Notes
Current Annual Fee Revenue	\$ 36,289	
Annual Revenue Requirement	\$ 175,000	
General Plan Update Fee as % of Permit Fee	20.74%	

Cost Recovery Analysis

Description	Current Fee	Increase Required for Full Cost Recovery	Cost of Svc	Target Cost Recovery	Proposed Fee	Fee Change	Notes
General Plan Maintenance Fee (per \$1,000 valuation)	\$0.50	382.24%	\$2.41	25.00%	\$0.60	20.56%	

Notes:

[a] Source: Conservative estimates of update costs. Amounts will likely be higher when factoring in costs of in-house labor.

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Technology Enhancement Fee

Estimated Expenditures

#	Description	Total	Amortization / Update Frequency	Annual Cost	Note
1	Software	\$42,248	10	\$ 4,225	[a]
2	Hardware	\$65,000	10	\$ 6,500	[a]
3	Implementation	\$443,460	10	\$ 44,346	[a]
4	Contingency (10%)	\$44,346	10	\$ 4,435	[a]
5	Total	\$595,054		\$ 59,505	

Estimated Base for Revenue

#	Acct Desc	Total	Note
6	Fees With Tech Fee Applied	\$ 1,500,000	[b]
7		\$ 1,500,000	

Calculation of Fee at Full Cost Recovery

#	Description	Total
8	Annual Revenue Requirement	\$ 59,505
9	Estimated Annual Permit Fees	\$ 1,500,000
10	Technology Fee as a Percent of Permit Fee	4%

Cost Recovery Analysis

#	Description	Current Fee	Fee at Full Cost Recovery	Proposed Fee	Notes
11	Technology Enhancement Fee	n/a	4%	5%	

Revenue Analysis

#	Description	Current Revenue	Revenue at Full Cost Recovery	Revenue at Targeted Fee	GF Subsidy at Current Fee	GF Subsidy at Proposed Fee
12	Technology Enhancement Fee	n/a	\$59,505	\$ 59,505	\$ 59,505	\$0
13	Cost Recovery %			100%		

[a] Useful life and ongoing licensing costs, and annual revenues estimated by ClearSource. Amounts are intended to represent reasonable estimates. Based on actual project costs for growing community.
 [b] Fee revenue will vary from year-to-year based on annual volume.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Hourly Billing Rate Type	Sergeant	Officer	Analyst	Prop & Evidence Tech II	Police Svc Assistant	Records Specialist	Total	
1	Report Copies									
	a) Traffic Collision Report	FBHR						0.25	0.25	x
	b) All Other Reports	FBHR						0.25	0.25	x
	c) Photos / Digital Media (e.g. Flash Drive) if provided by City	FBHR							0.00	x
2	Citation Sign-Off									
	a) CCPD Citation, CC Resident	FBHR		0.17				0.08	0.25	x
	b) Non-CCPD Citation, CC Resident	FBHR		0.17				0.08	0.25	x
	c) Non-Resident	FBHR		0.17				0.08	0.25	x
3	Residency Letter	FBHR						0.50	0.50	x
4	Local Criminal History	FBHR						0.50	0.50	x
5	ABC Letter	FBHR						0.50	0.50	x
6	Vehicle Release	FBHR	0.17	1.00				0.50	1.67	x
7	Repossession Receipt	FBHR						0.25	0.25	x
8	Alarm User Permit									
	a) Initial permit application	FBHR			0.50				0.50	x
	b) Renewal permit application	FBHR			0.33				0.33	x
	c) Late Filing Fees									
	i) 30 days Late Fee (add to base permit fee)	FBHR			0.17				0.17	x
	ii) 90 Days Late Fee (add to base permit fee)	FBHR			0.33				0.33	x
	d) Re-Issued Alarm User Permit	FBHR			(fee collected for non-compliance)					
9	Excessive False Alarms (Permitted Alarm Systems):									
	a) First false alarm									
	i) Burglary	FBHR		0.50	0.33				0.83	x
	ii) Duress/robbery	FBHR		1.00	0.33				1.33	x
	b) Second false alarm									
	i) Burglary	FBHR		0.50	0.33				0.83	x
	ii) Duress/robbery	FBHR		1.00	0.33				1.33	x
	c) Third false alarm									
	i) Burglary	FBHR		0.50	0.33				0.83	x
	ii) Duress/robbery	FBHR		1.00	0.33				1.33	x
	d) Fourth false alarm and Each Additional									
	i) Burglary	FBHR	0.17	0.50	0.50				1.17	x
	ii) Duress/robbery	FBHR	0.17	1.00	0.50				1.67	x

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Hourly Billing Rate Type	Sergeant	Officer	Analyst	Prop & Evidence Tech II	Police Svc Assistant	Records Specialist	Total	
10	Excessive False Alarms (Non-Permitted Alarm Systems):									
	a) First false alarm									
	i) Burglary	FBHR								(fee collected for non-compliance)
	ii) Duress/robbery	FBHR								(fee collected for non-compliance)
	b) Second and Each Additional									
	i) Burglary	FBHR								(fee collected for non-compliance)
	ii) Duress/robbery	FBHR								(fee collected for non-compliance)
11	Online Alarm Education Diversion Course									
12	Carry Concealed Weapon License									
	a) Initial Application (Plus applicable DOJ fees)	FBHR	2.00					1.00	3.00	x
	b) Renewal (Plus applicable DOJ fees)	FBHR	0.33					1.00	1.33	x
	c) Duplicate / Amended License (Plus applicable DOJ fees)	FBHR	0.08					0.25	0.33	x
	d) Psychological Testing, if Required (Plus applicable DOJ fees)	FBHR								
13	Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	Labor		1.00	0.50				1.50	x
14	DUI Traffic Collision Response	Labor	0.50	4.00	1.00				5.50	x
15	Special Service Requests									
	a) Regular Time									
	i) Police Sergeant	Labor	1.00						1.00	x
	ii) Police Officer	Labor		1.00					1.00	x
	b) Over-Time									
	i) Police Sergeant	Labor	1.00						1.00	x
	ii) Police Officer	Labor		1.00					1.00	x

[a] Fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Sergeant	Officer	Analyst	Prop & Evidence Tech II	Police Svc Assistant	Records Specialist		Estimated Cost of Service		Materials		Total Cost of Service
1 Report Copies												
a) Traffic Collision Report	\$248	\$174	\$146	\$130	\$130	\$90	=	\$23	+	\$0	=	\$23
b) All Other Reports	\$248	\$174	\$146	\$130	\$130	\$90	=	\$23	+	\$0	=	\$23
c) Photos / Digital Media (e.g. Flash Drive) if provided by City	\$248	\$174	\$146	\$130	\$130	\$90	=	\$0	+	\$10	=	\$10
2 Citation Sign-Off												
a) CCPD Citation, CC Resident	\$248	\$174	\$146	\$130	\$130	\$90	=	\$37	+	\$0	=	\$37
b) Non-CCPD Citation, CC Resident	\$248	\$174	\$146	\$130	\$130	\$90	=	\$37	+	\$0	=	\$37
c) Non-Resident	\$248	\$174	\$146	\$130	\$130	\$90	=	\$37	+	\$0	=	\$37
3 Residency Letter	\$248	\$174	\$146	\$130	\$130	\$90	=	\$45	+	\$0	=	\$45
4 Local Criminal History	\$248	\$174	\$146	\$130	\$130	\$90	=	\$45	+	\$0	=	\$45
5 ABC Letter	\$248	\$174	\$146	\$130	\$130	\$90	=	\$45	+	\$0	=	\$45
6 Vehicle Release	\$248	\$174	\$146	\$130	\$130	\$90	=	\$260	+	\$0	=	\$260
7 Repossession Receipt	\$248	\$174	\$146	\$130	\$130	\$90	=	\$23	+	\$0	=	\$23
8 Alarm User Permit												
a) Initial permit application	\$248	\$174	\$146	\$130	\$130	\$90	=	\$73	+	\$0	=	\$73
b) Renewal permit application	\$248	\$174	\$146	\$130	\$130	\$90	=	\$49	+	\$0	=	\$49
c) Late Filing Fees												
i) 30 days Late Fee (add to base permit fee)	\$248	\$174	\$146	\$130	\$130	\$90	=	\$24	+	\$0	=	\$24
ii) 90 Days Late Fee (add to base permit fee)	\$248	\$174	\$146	\$130	\$130	\$90	=	\$49	+	\$0	=	\$49
d) Re-Issued Alarm User Permit												
9 Excessive False Alarms (Permitted Alarm Systems):												
a) First false alarm												
i) Burglary	\$248	\$174	\$146	\$130	\$130	\$90	=	\$136	+	\$0	=	\$136
ii) Duress/robbery	\$248	\$174	\$146	\$130	\$130	\$90	=	\$223	+	\$0	=	\$223
b) Second false alarm												
i) Burglary	\$248	\$174	\$146	\$130	\$130	\$90	=	\$136	+	\$0	=	\$136
ii) Duress/robbery	\$248	\$174	\$146	\$130	\$130	\$90	=	\$223	+	\$0	=	\$223
c) Third false alarm												
i) Burglary	\$248	\$174	\$146	\$130	\$130	\$90	=	\$136	+	\$0	=	\$136
ii) Duress/robbery	\$248	\$174	\$146	\$130	\$130	\$90	=	\$223	+	\$0	=	\$223
d) Fourth false alarm and Each Additional												
i) Burglary	\$248	\$174	\$146	\$130	\$130	\$90	=	\$201	+	\$0	=	\$201
ii) Duress/robbery	\$248	\$174	\$146	\$130	\$130	\$90	=	\$288	+	\$0	=	\$288

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Sergeant	Officer	Analyst	Prop & Evidence Tech II	Police Svc Assistant	Records Specialist	Estimated Cost of Service	Materials	Total Cost of Service
10 Excessive False Alarms (Non-Permitted Alarm Systems):									
a) First false alarm									
i) Burglary									
ii) Duress/robbery									
b) Second and Each Additional									
i) Burglary									
ii) Duress/robbery									
11 Online Alarm Education Diversion Course									
12 Carry Concealed Weapon License									
a) Initial Application (Plus applicable DOJ fees)	\$248	\$174	\$146	\$130	\$130	\$90	= \$586	+ \$0	= \$586
b) Renewal (Plus applicable DOJ fees)	\$248	\$174	\$146	\$130	\$130	\$90	= \$173	+ \$0	= \$173
c) Duplicate / Amended License (Plus applicable DOJ fees)	\$248	\$174	\$146	\$130	\$130	\$90	= \$43	+ \$0	= \$43
d) Psychological Testing, if Required (Plus applicable DOJ fees)									
13 Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	\$135	\$94	\$76	\$71	\$71	\$49	= \$132	+ \$0	= \$132
14 DUI Traffic Collision Response	\$135	\$94	\$76	\$71	\$71	\$49	= \$520	+ \$0	= \$520
15 Special Service Requests									
a) Regular Time									
i) Police Sergeant	\$135	\$94	\$76	\$71	\$71	\$49	= \$135	+ \$0	= \$135
ii) Police Officer	\$135	\$94	\$76	\$71	\$71	\$49	= \$94	+ \$0	= \$94
b) Over-Time									
i) Police Sergeant	\$171	\$120	\$97	\$90	\$90	\$62	= \$171	+ \$0	= \$171
ii) Police Officer	\$171	\$120	\$97	\$90	\$90	\$62	= \$120	+ \$0	= \$120

[a] Fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	
1	Report Copies						
	a) Traffic Collision Report	\$0.25 / page	varies	\$20	89%	per report	
	b) All Other Reports	\$0.25 / page	varies	\$0.25 / page	varies	per page	
	c) Photos / Digital Media (e.g. Flash Drive) if provided by City	\$5	50%	\$10	100%	per device	
2	Citation Sign-Off						
	a) CCPD Citation, CC Resident	No Charge	0%	No Charge	0%	per citation	
	b) Non-CCPD Citation, CC Resident	\$10	27%	\$15	41%	per citation	
	c) Non-Resident	\$20	55%	\$25	68%	per citation	
3	Residency Letter	\$20	44%	\$45	100%	per request	
4	Local Criminal History	\$20	44%	\$45	100%	per request	
5	ABC Letter	\$20	44%	\$45	100%	per request	
6	Vehicle Release	\$110 - \$155	60%	\$225	86%	per request	
7	Repossession Receipt	\$15	67%	\$15	67%	each	[a]
8	Alarm User Permit						
	a) Initial permit application	\$35	48%	\$35	48%	each	
	b) Renewal permit application	\$30	62%	\$30	62%	each	
	c) Late Filing Fees						
	i) 30 days Late Fee (add to base permit fee)	\$10	41%	\$10	41%	each	
	ii) 90 Days Late Fee (add to base permit fee)	\$20	41%	\$20	41%	each	
	d) Re-Issued Alarm User Permit	\$200	n/a	\$200	n/a	each	
9	Excessive False Alarms (Permitted Alarm Systems):						
	a) First false alarm						
	i) Burglary	No Charge	0%	No Charge	0%	each	
	ii) Duress/robbery	No Charge	0%	No Charge	0%	each	
	b) Second false alarm						
	i) Burglary	\$100	37%	\$100	37%	each	
	ii) Duress/robbery	\$100	22%	\$100	22%	each	
	c) Third false alarm						
	i) Burglary	\$150	61%	\$150	61%	each	
	ii) Duress/robbery	\$150	37%	\$150	37%	each	
	d) Fourth false alarm and Each Additional						
	i) Burglary	\$200	74%	\$200	74%	each	
	ii) Duress/robbery	\$200	47%	\$200	47%	each	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
10	Excessive False Alarms (Non-Permitted Alarm Systems):						
	a) First false alarm						
	i) Burglary	\$100		\$100		each	
	ii) Duress/robbery	\$100		\$100		each	
	b) Second and Each Additional						
	i) Burglary	\$200		\$200		each	
	ii) Duress/robbery	\$200		\$200		each	
11	Online Alarm Education Diversion Course	\$25		\$25		each	
12	Carry Concealed Weapon License						
	a) Initial Application (Plus applicable DOJ fees)	\$100	17%	\$200	34%	per application	
	b) Renewal (Plus applicable DOJ fees)	\$90	52%	\$173	100%	per application	
	c) Duplicate / Amended License (Plus applicable DOJ fees)			\$25	58%	per request	
	d) Psychological Testing, if Required (Plus applicable DOJ fees)			Actual Cost	100%	each	
13	Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	Actual Cost	100%	\$132	100%	per response	
14	DUI Traffic Collision Response	Actual Cost	100%	\$520	100%	per incident	
15	Special Service Requests						
	a) Regular Time						
	i) Police Sergeant	Actual Cost	100%	\$135	100%	per hour	
	ii) Police Officer	Actual Cost	100%	\$94	100%	per hour	
	b) Over-Time						
	i) Police Sergeant	Actual Cost	100%	\$171	100%	per hour	
	ii) Police Officer	Actual Cost	100%	\$120	100%	per hour	

[a] Fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Short-Term Rental Permit
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enfr'cmt	Total
1	Short-Term Rental Permit Fee								
	a) Homesharing Permit			Examined in 2020 - No Changes Proposed					
	b) Short-Term Vacation Rental Permit			Examined in 2020 - No Changes Proposed					

[a] Maximum permit fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Short-Term Rental Permit
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enfr'cmt	Estimated Cost of Service
1	Short-Term Rental Permit Fee								
	a) Homesharing Permit			Examined in 2020 - No Changes Proposed					\$525
	b) Short-Term Vacation Rental Permit			Examined in 2020 - No Changes Proposed					\$1,950

[a] Maximum permit fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Short-Term Rental Permit
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Short-Term Rental Permit Fee						
	a) Homesharing Permit	\$525	100%	\$525	100%	per year	
	b) Short-Term Vacation Rental Permit	\$1,950	100%	\$1,950	100%	per year	

[a] Maximum permit fee established by State of California.

Attachment 4



Cathedral City

Illustration of Proposed Fee Changes

City of Cathedral City

Illustration of Proposed Fee Changes

Fee Type	Page
Business License Application Review and Inspection Fees	1
Cannabis Business Licensing and Use Permit Fees	2
Building Permit Fees	3
Code Enforcement Fees (Garage Sale Permit, Street Vendor Permit, etc.)	5
Engineering	6
Fire Prevention Fees	17
Planning	24
Police	30
Short Term Rental Permits	33

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - BUSINESS LICENSE APPLICATION REVIEW AND INSPECTION FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Business License Processing Fee					
a) New	\$84	\$20	\$84	each	
b) Renewal	\$42	\$7	\$42	each	
2 Duplicate License	\$11	\$5	\$5	each	
3 Review for Home Occupation License	\$95	\$40	\$95	each	
4 Fire Inspection Review for Business License	\$78	\$26	\$78	each	
5 Building Inspection for Business License	\$78	\$24	\$78	each	
6 Planning Inspection for Business License, If Required	\$95	\$24	\$95	each	
7 Engineering Inspection for Business License, If Required	\$94	\$24	\$94	each	
8 Police Review for Business License					
a) Massage - Establishment					
i) Initial	\$261	\$220	\$261	each	
ii) Renewal	\$87	\$220	\$87	each	
b) Massage - Therapist / Practitioner					
i) Initial	\$261	\$220	\$261	each	
ii) Renewal	\$87	\$220	\$87	each	
c) Pawnbroker, Secondhand dealer, ice cream truck, etc.					
i) Initial - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	\$131	varies	\$131	each	
ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	\$87	varies	\$87	each	
d) Sexually Oriented Business					
i) Initial	\$261	\$220	\$261	each	
ii) Renewal	\$87	\$220	\$87	each	
e) All Others, If Required					
i) Initial	\$131	varies	\$131	each	
ii) Renewal	\$87	varies	\$87	each	
9 Bingo Permit	\$84	\$53	\$50	each	[a]

[a] Maximum permit fee established by State of California.

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - CANNABIS BUSINESS LICENSING AND USE PERMIT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Cannabis License					
a) Initial Deposit for Review of License Application	varies	\$7,500	\$7,500	initial deposit	[a]
b) Renewal or Modification of License					
i) License Renewal	varies	\$5,900	\$5,900	flat fee	
ii) Modification/Change of Ownership	varies	\$4,500	\$4,500	initial deposit	
c) Background Investigation (per person)	varies	\$3,500	\$3,500	initial deposit	

[a] Includes one background investigation.

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - BUILDING PERMIT AND PLAN REVIEW FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Permit Issuance Fee	\$65	\$15 - \$30	\$65		
2 General Plan Maintenance Fee (fee per \$1,000 valuation)	\$2.41	\$0.50	\$0.60		[a]
3 Technology Fee (percent of permit fee)	3%	n/a	3%		

[a] Fee only applies to permits for new construction and additions.

Note: Significant fee restructuring is proposed for building fees. Amounts shown are for illustrative purposes and intended to identify an order of magnitude shift in fees. Regional fee comparison information is provided for sample permits. Existing fee schedule is included as a separate attachment.

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - BUILDING PERMIT AND PLAN REVIEW FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits					
a) \$1 - \$4,000	\$155	\$15 - \$63	\$155		
b) \$4,001 - \$10,000	\$155 - \$387.5	\$63 - \$117	\$155 - \$387.5		
c) \$10,001 - \$50,000	\$387.5 - \$930	\$117 - \$414	\$387.5 - \$930		
d) \$50,001 - \$100,000	\$930 - \$1550	\$414 - \$639	\$930 - \$1550		
e) \$100,001 - \$500,000	\$1550 - \$4340	\$639 - \$2,039	\$1550 - \$4340		
f) \$500,001 - \$1,000,000	\$4340 - \$6200	\$2,039 - \$3,539	\$4340 - \$6200		
g) \$1,000,001 and up	\$6200 - and up	\$3,539 and up	\$6200 - and up		

Note: Significant fee restructuring is proposed for building fees. Amounts shown are for illustrative purposes and intended to identify an order of magnitude shift in fees. Regional fee comparison information is provided for sample permits. Existing fee schedule is included as a separate attachment.

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - CODE COMPLIANCE FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Garage Sale Permit	\$72	\$25	\$30	each	
2 Street Vendor Permit					
a) Initial	\$192	\$200	\$192	each	
b) Renewal	\$192	\$50	\$100	each	
3 Release of Notice of Pendency Fee	\$648	\$97	\$225	per recorded document	
4 Abandoned Property Registration & Monitoring Fee					
a) Registration Fee					
i) Initial	\$72	\$70	\$70	per year	
ii) Renewal	\$72	\$70	\$70	per year	
b) Monitoring Fee					
i) Initial	\$360	n/a	\$230	per year	
ii) Renewal	\$360	n/a	\$230	per year	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
Land Subdivision					
1 Parcel Map:					
a) Final Parcel Map					
i) Initial Sheet	\$2,732	\$1,560 plus \$21 per lot	\$2,322	per sheet	
ii) Each Additional Sheet	\$754		\$641	per sheet	
b) Final Parcel Map - Amendment					
i) Initial Sheet	\$2,732		\$2,322	per sheet	
ii) Each Additional Sheet	\$754		\$641	per sheet	
c) Substantial Conformance Review					
i) Initial Sheet	\$3,250	\$1,070	\$2,763	per sheet	
ii) Each Additional Sheet	\$1,413		\$1,201	per sheet	
2 Tract Map:					
a) Final Tract Map					
i) Initial Sheet	\$2,921	\$1,890 plus \$21 per lot	\$2,483	per sheet	
ii) Each Additional Sheet	\$848		\$721	per sheet	
b) Final Tract Map - Amendment					
i) Initial Sheet	\$2,921		\$2,483	per sheet	
ii) Each Additional Sheet	\$848		\$721	per sheet	
c) Substantial Conformance Review					
i) Initial Sheet	\$3,250	Bill hourly	\$2,763	per sheet	
ii) Each Additional Sheet	\$1,413		\$1,201	per sheet	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
3 Reversion to Acreage:					
a) Initial Sheet	\$3,015		\$2,563	per sheet	
b) Each Additional Sheet	\$754		\$641	per sheet	
<hr/>					
4 Lot Line Adjustment/Parcel Merger					
a) Lot Line Adjustment	\$2,073	\$1,070	\$2,073	per request	
b) Parcel Merger	\$2,073	\$1,070	\$2,073	per request	
<hr/>					
5 Street Dedication/Vacation					
a) Land Action Documents (Right-of-Way Easements/Grant Deeds, etc.)	\$2,120	\$450	\$2,120	per request	
b) Vacation of Street/Public Right-of-Way	\$2,638	\$450	\$2,638	per request	
<hr/>					
6 Land Survey					
a) Record of Survey	\$612	Bill hourly	\$521	per request	
b) Certificate of Correction	\$801	Bill hourly	\$681	per request	
<hr/>					
Grading / Project Improvements					
7 Plan Review (First 3 Reviews):					
a) Mass Grading / Stockpile					
i) Initial Sheet	\$283		\$283	per sheet	
ii) Each Additional Sheet	\$94		\$94	per sheet	
iii) Revisions - Initial Sheet	\$94		\$94	per sheet	
iv) Revisions - Each Additional Sheet	\$94		\$94	per sheet	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
b) Rough Grading					
i) Initial Sheet	\$1,555	Bill hourly	\$1,321	per sheet	
ii) Each Additional Sheet	\$848	Bill hourly	\$721	per sheet	
iii) Revisions - Initial Sheet	\$1,319	Bill hourly	\$1,121	per sheet	
iv) Revisions - Each Additional Sheet	\$942	Bill hourly	\$801	per sheet	
c) Precise Grading - Commercial					
i) Initial Sheet	\$2,120	Bill hourly	\$1,802	per sheet	
ii) Each Additional Sheet	\$1,319	Bill hourly	\$1,121	per sheet	
iii) Revisions - Initial Sheet	\$1,696	Bill hourly	\$1,441	per sheet	
iv) Revisions - Each Additional Sheet	\$1,131	Bill hourly	\$961	per sheet	
d) Precise Grading - Tract Homes					
i) Initial Sheet	\$1,225	Bill hourly	\$1,041	per sheet	
ii) Each Additional Sheet	\$236	Bill hourly	\$200	per sheet	
iii) Revisions - Initial Sheet	\$660	Bill hourly	\$561	per sheet	
iv) Revisions - Each Additional Sheet	\$236	Bill hourly	\$200	per sheet	
e) Precise Grading					
i) Precise Grading - Infill Home	\$565	Bill hourly	\$480		
ii) Precise Grading - Custom Home	\$1,131	Bill hourly	\$961		
f) PM 10 (Fugitive Dust Control)					
i) PM 10 Packet	\$471	\$570	\$471	each	
ii) PM 10 Full Size Plan	\$754		\$754	each	
iii) Revisions - Packet	\$377		\$377	per sheet	
iv) Revisions - Full Size Plan	\$283		\$283	per sheet	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
g) Street Improvements					
i) Initial Sheet	\$1,696	\$1,490	\$1,441	per sheet	
ii) Each Additional Sheet	\$754	\$683	\$641	per sheet	
iii) Revisions - Initial Sheet	\$1,131		\$961	per sheet	
iv) Revisions - Each Additional Sheet	\$565		\$480	per sheet	
h) Storm Drain					
i) Initial Sheet	\$1,696	\$1,390	\$1,441	per sheet	
ii) Each Additional Sheet	\$754	\$683	\$641	per sheet	
iii) Revisions - Initial Sheet	\$1,131		\$961	per sheet	
iv) Revisions - Each Additional Sheet	\$565		\$480	per sheet	
i) Signing and Striping					
i) Initial Sheet	\$1,507	\$410	\$1,281	per sheet	
ii) Each Additional Sheet	\$754	\$410	\$641	per sheet	
iii) Revisions - Initial Sheet	\$1,319		\$1,121	per sheet	
iv) Revisions - Each Additional Sheet	\$754		\$641	per sheet	
j) Traffic Signal					
i) Initial Sheet	\$2,261	\$750	\$1,922	per sheet	
ii) Each Additional Sheet	\$1,131	\$683	\$961	per sheet	
iii) Revisions - Initial Sheet	\$942		\$801	per sheet	
iv) Revisions - Each Additional Sheet	\$565		\$480	per sheet	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
k) Sidewalk (when submitted separately from grading plan)					
i) Initial Sheet	\$942	\$1,490	\$801	per sheet	
ii) Each Additional Sheet	\$377	\$683	\$320	per sheet	
iii) Revisions - Initial Sheet	\$754		\$641	per sheet	
iv) Revisions - Each Additional Sheet	\$377		\$320	per sheet	
l) Traffic Control Plan	\$377	Bill Hourly	\$320	per sheet	
m) Record Drawings Review					
i) Initial Sheet	\$942	Bill Hourly	\$801	per sheet	
ii) Each Additional Sheet	\$188	Bill Hourly	\$160	per sheet	
n) Hydrology Report	\$1,696	Bill Hourly	\$1,441	per report	
i) Revisions	\$565	Bill Hourly	\$480	per report	
o) Traffic Study	\$2,073	Bill Hourly	\$2,073	per study	
p) Traffic Letter	\$377	Bill Hourly	\$377	per letter	
q) Water Quality Mgmt. Plan Report (WQMP)	\$2,261	Bill Hourly	\$2,261	per report	
i) Revisions	\$942	Bill Hourly	\$942	per report	
r) Stormwater Pollution Prevention Plan (SWPPP)	\$565	Bill Hourly	\$480	per plan	
i) Revisions	\$188	Bill Hourly	\$160	per plan	
s) Sewer and Water - Onsite or Offsite					
i) Initial Sheet	\$188	\$1,240	\$160	per sheet	
ii) Each Additional Sheet	\$94	\$683	\$80	per sheet	
iii) Revisions - Initial Sheet	\$94		\$80	per sheet	
iv) Revisions - Each Additional Sheet	\$94		\$80	per sheet	
8 Plan Review (>3 Reviews)	\$188	\$200 per sheet	\$160	per hour	
9 Expedited Plan Review Fee	varies		1.5x standard fee		[a]

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
10 Permit Inspection					
a) Mass Grading / Stockpile					
i) Per 1,056 CY	\$188	Bill Hourly	\$160	1,056	
b) Rough Grading					
i) First 3 Acres	\$942	Bill Hourly	\$801		
ii) Each Additional Acre	\$141	Bill Hourly	\$120		
c) Precise Grading					
i) Single Family Infill Lot	\$565	Bill Hourly	\$480		
ii) Single Family Custom Home Lot	\$754	Bill Hourly	\$641		
iii) Tract Home (per lot)	\$377	Bill Hourly	\$320		
iv) All Others					
a) Without Rough Grading					
i) First 3 Acres	\$942	Bill Hourly	\$801		
ii) Each Additional Acre	\$188	Bill Hourly	\$160		
b) Subsequent to Rough Grading					
i) First 3 Acres	\$565	Bill Hourly	\$480		
ii) Each Additional Acre	\$94	Bill Hourly	\$80		
d) Street Improvements - On-Site					
i) Up to 500 LF	\$2,261	Bill Hourly	\$1,922		[d],[f]
ii) 500 - 1,000 LF	\$3,769	Bill Hourly	\$3,203		
iii) Each Additional 1,000 LF	\$1,884	Bill Hourly	\$1,602		[d] [e] [f]

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
e) On-Site Improvements Other Than Street Improvements					
i) Up to 5,000 Sq Ft	\$2,450	Bill Hourly	\$2,082		[e],[f]
ii) 5,000 Sq Ft - 10,000 Sq Ft	\$4,711	Bill Hourly	\$4,004		[e],[f]
iii) Each Additional 10,000 Sq Ft	\$565	Bill Hourly	\$480		[e],[f]
f) PM10 (per year)					
i) Single Family Infill Lot <10,000 Sq Ft	\$754	Bill Hourly	\$641		[b]
ii) > 10,000 Sq Ft - < 10 Acres	\$2,261	Bill Hourly	\$1,922		[b] , [c]
iii) 10 - 50 Acres	\$3,392	Bill Hourly	\$2,883		[b] , [c]
iv) 51 - 200 Acres	\$4,522	Bill Hourly	\$3,844		[b] , [c]
v) > 200 Acres	\$5,653	Bill Hourly	\$4,805		[b] , [c]
11 Encroachment Permits					
a) Street Improvements - Off-Site					
i) Up to 500 LF	\$3,203	Bill Hourly	\$2,723		[d]
ii) 500 - 1,000 LF	\$5,276	Bill Hourly	\$4,485		[d],[e]
iii) Each Additional 1,000 LF	\$2,450	Bill Hourly	\$2,082		[d],[e]
b) Storm Drain Line					
i) Up to 500 LF	\$1,507	Bill Hourly	\$1,281		
ii) 500 - 1,000 LF	\$2,638	Bill Hourly	\$2,242		[e]
iii) Each Additional 1,000 LF	\$1,131	Bill Hourly	\$961		[e]
c) Storm Drain Inlet/Outlet Structures					
i) Up to 5	\$754	Bill Hourly	\$641		
ii) Each Additional	\$188	Bill Hourly	\$160		
d) Storm Drain Retention (Underground Systems)	\$1,131	Bill Hourly	\$961	per unit	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
e) Off-site Signing and Striping					
i) Up to 500 LF	\$754	Bill Hourly	\$641		[g]
ii) 500 - 1,000 LF	\$1,507	Bill Hourly	\$1,281		[e],[g]
iii) Each Additional 1,000 LF	\$283	Bill Hourly	\$240		[e],[g]
f) Traffic Signal	\$6,030	Bill Hourly	\$5,125		
g) NPDES					
i) SWPPP					
a) Single Family Infill Lot <10,000 Sq Ft	\$377	Bill Hourly	\$320	per year	[h]
b) > 10,000 Sq Ft - < 10 Acres	\$1,131	Bill Hourly	\$961	per year	[h]
c) 10 - 50 Acres	\$1,696	Bill Hourly	\$1,441	per year	[h]
d) 51 - 200 Acres	\$2,261	Bill Hourly	\$1,922	per year	[h]
e) > 200 Acres	\$2,826	Bill Hourly	\$2,402	per year	[h]
ii) Water Quality Mgmt. Plan (WQMP)	\$1,131	Bill Hourly	\$961	each	[i]
h) Bond Reduction Request	\$2,167	Bill Hourly	\$1,842		
i) Final Inspection/Acceptance					
i) Single Family Lot <10,000 Sq Ft	\$188	Bill Hourly	\$160		[j]
ii) > 10,000 Sq Ft - < 2 Acres	\$565	Bill Hourly	\$480		[k]
ii) > 2 Acres - < 10 Acres	\$754	Bill Hourly	\$641		[k]
iii) > 10 - < 50 Acres	\$1,131	Bill Hourly	\$961		[k]
iv) > 50 - 200 Acres	\$1,507	Bill Hourly	\$1,281		[k]
v) > 200 Acres	\$1,884	Bill Hourly	\$1,602		[k]

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
j) Traffic Control					
i) Up to Two Consecutive Days	\$236	Bill Hourly	\$200		[1]
ii) Three - Five Consecutive Days	\$565	Bill Hourly	\$480		
iii) Each Additional Consecutive Day (Up to 10 Days)	\$141	Bill Hourly	\$120	per day	
iv) 11+ Days (Up to 60 Calendar Days Max)	\$1,884	Bill Hourly	\$1,602		
k) Cut/Bore/Vault/Pot Hole	\$377	Bill Hourly	\$320	each	
l) Driveway					
i) Residential	\$471	\$106	\$400		
ii) Commercial	\$754	\$106	\$641		
m) Excavation / Trenching					
i) First 100 LF	\$565	Bill Hourly	\$480		
ii) Each Additional 100 LF	\$94	Bill Hourly	\$80		
n) Sidewalk					
i) Up to 20 Lineal Feet	\$283	Bill Hourly	\$240		
ii) 20 - 100 Lineal Feet	\$377	Bill Hourly	\$320		
iii) Each Additional 100 Lineal Feet	\$188	Bill Hourly	\$160		
o) Sewer and Water - Private On Site	\$754	Bill Hourly	\$641		
p) Night Work (per night)	\$1,507	Bill Hourly	\$1,281		
q) Excess Inspection / Missed Inspection / Re-Inspection / Re-Call Compliance Inspections	\$188	Bill Hourly	\$160		
r) Stop Work Notice Release	\$565	Bill Hourly	\$480		

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
12 Research/Administrative					
a) Subdivision Improvement Agreement (SIA)	\$2,261	\$570	\$1,922	per request	
b) SIA - Time Extension	\$1,319		\$1,121	per request	
c) Assignment & Assumptions Agreement	\$2,450	\$570	\$2,082	per request	
d) Flood Plain					
i) Research/FEMA App	\$565		\$480	per request	
ii) Community Acknowledgement Form	\$283		\$240	per request	
e) Bid Protest Review	\$1,507		\$1,281		
f) Misc Research (per request, per hour)	\$188		\$160		[m]
g) Misc Covenant Review & Approval	\$471		\$400		
h) CC&R Review (per request)	\$3,015		\$2,563		
i) Streetlight Application Review and Covenant	\$471		\$400		
13 Reactivation of Permit					
a) Reactivation of an Expired Minor Permit	varies		10% of original permit fee	each	[n]
b) Reactivation of an Expired Major Permit	\$377		20% of original permit fee	each	[n]
14 Technology Enhancement Fee					
			3% of fee		
15 Transportation Permits					
a) Annual	\$471	\$90	\$90	each	
b) Single Event	\$283	\$16	\$16	each	
16 Pool Drain Permit					
	\$47		\$31	each	
17 Business License Inspection					
	\$94		\$94	each	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
18 NPDES Inspections					
a) Food Use	\$188		\$188		
b) Hazardous Waste					
i) without Storage	\$188		\$188		
ii) with Storage	\$236		\$236		

- [a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.
- [b] For PM10 annual permit.
- [c] Fee generally assumes one inspection per month. Additional inspections billed using re-inspection fee.
- [d] Includes, curb, gutter, and sidewalk. Excludes driveways.
- [e] Rounded up to nearest thousand feet.
- [f] Excluding building foundation footprint.
- [g] Footage based on centerline street length.
- [h] Annual inspection cost.
- [i] Includes Water Quality Management Plan specific covenant.
- [j] Includes tract single family homes, does not include tract final.
- [k] Includes tract finals.
- [l] Permanent patching of pavement at same location will count as a subsequent consecutive day.
- [m] Estimate provided up front.
- [n] Assumes no changes to original permit.
- [o] Based on recommendation from PACE and final approval by City Council.

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Water Based Fire Protection Systems (1)					
a) Fire Sprinkler Commercial/Multi Family/Other - New System					
i) Plan Review (up to 50 heads)	\$429	varies	\$429	per installation	
ii) Inspection (up to 50 heads)	\$585	varies	\$585	per installation	
b) Fire Sprinkler Commercial/Multi Family/Other - Alteration					
i) Plan Review (up to 25 heads)	\$195	varies	\$195	per installation	
ii) Inspection (up to 25 heads)	\$273	varies	\$273	per installation	
c) Fire Sprinkler, Per additional head - New or Alteration					
i) Plan Review	\$1	varies	\$1	per head	
ii) Inspection	\$2	varies	\$2	per head	
d) Fire Sprinkler Single Family/Duplex - New System					
i) Plan Review	\$234	varies	\$234	per installation	
ii) Inspection	\$390	varies	\$390	per installation	
e) Fire Sprinkler Single Family/Duplex - Alteration of Existing System					
i) Plan Review	\$234	varies	\$234	per installation	
ii) Inspection	\$234	varies	\$234	per installation	
f) Standpipe					
i) Plan Review (per vertical standpipe)	\$312	varies	\$312	per system	
ii) Inspection (per vertical standpipe)	\$624	varies	\$624	per system	
g) Fire Protection Underground System					
i) Plan Review	\$234	varies	\$234	each	
ii) Inspection	\$624	varies	\$624	each	
h) Per Additional Sprinkler Riser or Hydrant					
i) Plan Review	\$234	varies	\$234	each	
ii) Inspection	\$312	varies	\$312	each	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
2 Fire Alarm System (1):					
a) Fire Alarm - New System					
i) Plan Review (up to 25 devices)	\$156	varies	\$156	per system	
ii) Inspection (up to 25 devices)	\$156	varies	\$156	per system	
b) Fire Alarm - Alteration					
i) Plan Review (up to 5 devices)	\$156	varies	\$156	per system	
ii) Inspection (up to 5 devices)	\$156	varies	\$156	per system	
c) Per Additional Device					
i) Plan Review - New or Alteration	\$2	varies	\$2	per device	
ii) Inspection - New or Alteration	\$3	varies	\$3	per device	
<hr/>					
3 Alternative Automatic Extinguishing Systems (Dry, Wet, CO2, Halon, UL 300, Clean Agent, Spray Booth, Other) (2):					
a) Plan Review	\$234	varies	\$234	per system	
b) Inspection	\$351	varies	\$351	per system	
<hr/>					
4 Other Fire Construction Reviews and Inspections (2):					
a) LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, Industrial Oven, & other Fire Construction Permit					
i) Plan Review	\$234	varies	\$234	per system	
ii) Inspection	\$2	varies	\$2	per system	
b) Public School Access & Water Supply Plan Check (hourly) - Minimum 1 hour review deposit required (3)	\$156	varies	\$156	per review	
<hr/>					
5 Hazardous Activities Installation/Removal Permits Above Ground - Hazardous Materials Tank and/or Pipe Installation or Removal (1 tank)(4):	\$312	varies	\$312	per tank system	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
Permits to Operate (Type of Permit Activity)					
6 Amusement Building	\$78	varies	\$78		
7 Carnivals and Fairs	\$156	varies	\$156		
8 Combustible Dust Operations	\$78	varies	\$78		
9 Covered Mall Buildings	\$312	varies	\$312		
10 Exhibits and Trade Shows	\$156	varies	\$156		
11 Explosives or Blasting Agents	\$156	varies	\$156		
12 Mobile Fueling	\$78	varies	\$78		
13 Recreational or Bon Fire	\$156	varies	\$156		
14 Theatrical Fire Performance	\$312	varies	\$312		
15 High Pile Storage	\$78	varies	\$78		
16 Hot Work Operations	\$78	varies	\$78		
17 Industrial Ovens	\$78	varies	\$78		
18 Lumber Yards	\$156	varies	\$156		
19 Misc. Combustible Storage	\$156	varies	\$156		

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
20 Places of Assembly					
a) Less than 300 occupant load	\$156	varies	\$156		
b) 300 - 999 occupant load	\$156	varies	\$156		
c) 1,000 or more occupant load	\$312	varies	\$312		
21 Commercial Day Care Facility					
a) 7 - 49 persons	\$78	varies	\$78		
b) 50 - 149 persons	\$156	varies	\$156		
c) 150 or more persons	\$234	varies	\$234		
22 Institutional					
a) Less than 6 patients	\$78	varies	\$78		
b) 6 or more patients	\$78	varies	\$78		
c) Detention facilities	\$312	varies	\$312		
23 Apartments/Hotels/Motels					
a) 3 - 16 units	\$156	varies	\$156		
b) 17 - 32 units	\$234	varies	\$234		
c) 33 or more units	\$312	varies	\$312		
24 Large Family Day Care					
a) Large Family Day Care	\$78	varies	\$78		
b) Pre-inspection (at hourly rate)	\$78	varies	\$78		
25 850 Inspections					
a) 850 Inspection (at hourly rate)	\$78	varies	\$78		
26 Residential Care Facilities					
a) 7 or more residents	\$78	varies	\$78		
b) Pre-inspection (at hourly rate)	\$78	varies	\$78		

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
27 Temporary Membrane Structures (Tents/Canopies)					
a) 401 - 1,499 SF	\$78	varies	\$78		
b) 1,500 - 2,999 SF	\$78	varies	\$78		
c) 3,000 - 5,999 SF	\$156	varies	\$156		
d) 6,000 or more SF	\$234	varies	\$234		
28 Annual Inspection: Above Ground - Flammable / Combustible Liquid Tank and/or Pipe	\$156	varies	\$156	per tank system	
29 New Construction Plan Check (6):					
a) A - Assembly	\$390	varies	\$390	each	
b) B, I, M - Business, Institutional, Mercantile	\$312	varies	\$312	each	
c) E, R-1, R-2 - Educational, Multi-Family	\$390	varies	\$390	each	
d) F, S, H - Factory, Storage, Hazardous	\$390	varies	\$390	each	
e) R-3 - Single Family	\$156	varies	\$156	each	
f) All Tenant Improvements	\$156	varies	\$156	each	
g) U - Utility Structures and Buildings	\$156	varies	\$156	each	
h) All Shell Buildings	\$156	varies	\$156	each	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
Other Miscellaneous Fees					
30 Copy of Incident Report (per incident)	\$78	varies	\$15		
31 Media Reproduction (audio, video, photographic)		varies	Actual Cost		
32 Emergency Response Caused by DUI		varies	Actual Cost		
33 Weed Abatement Administrative Parcel Fee	\$312	varies	\$312		
34 Code Appeal (per hour)	\$156	varies	\$156		
35 Fire Flow / Hydrant Test	\$468	varies	\$468		
36 Minimum Intake Fee	\$156	varies	\$156		
37 Voluntary Inspection	\$312	varies	\$312		
38 Technical Report (alternate material or method request)	\$624	varies	\$624		
39 Inspection Requests (after normal business hours) (7)		varies	1.5 x charge amount		
40 Excessive resubmittals and inspections	\$156	varies	\$156	each	
41 Administrative Fee (work without a permit)	\$390	varies	\$390		
42 Code Review or Design Consultation (per hour)	\$156	varies	\$156		
43 Fire Prevention Division Hourly Rate	\$156	varies	\$156		

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
44 Late Payment Penalty for Permits					
a) 30 days past due			\$50		
b) 60 days past due			\$100		
c) 90 days past due			\$200		
45 Special Request for Fire Department Personnel Services	overtime rate by rank	overtime rate by rank	overtime rate by rank	per hour	

- (1) Fee includes up to two plan checks or three inspections. Additional costs to be recovered at staff hourly rate.
- (2) Fee includes up to two plan checks or two inspections. Additional costs to be recovered at staff hourly rate.
- (3) Actual costs - may also be charged by actual costs using the fully burdened hourly rates plus any outside consultant costs if applicable.
Review time exceeding initial hours assumed for establishing deposit is billed at hourly rate.
- (4) Fee includes plan check and up to two inspections. Additional costs to be recovered at staff hourly rate.
- (5) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request.
The standard number of hours estimated can be calculated by dividing the fee amount by \$157, the Division's fully-burdened hourly rate.
For example, a fee amount of \$314 assumes roughly 2.00 hours will be required to perform a standard request for the fee related service.
Review and inspection efforts that exceed the standard number of hours used to calculate the fee by more than one hour will be billed hourly for any time spent in excess of the standard hours built into the fee.
- (6) Planning submittals for fire review and related correspondence, meetings, etc. may be charged for at hourly rate during the construction plan review.
- (7) Inspection outside normal work hours will require hourly fees in addition to other required fees.

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
ADULT ORIENTED BUSINESSES:							
1 Sexually Oriented Business New Permit	\$2,457	\$840		\$2,457		flat fee	
2 Sexually Oriented Business Renewal Permit	\$1,229	\$600		\$1,229		flat fee	
3 ANNEXATION TO CATHEDRAL CITY:	\$40,635		\$16,260		\$20,000	deposit	
APPEALS:							
4 Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	\$2,174	\$270		\$1,000		flat fee	
SIMILAR USE DETERMINATION:							
5 Similar use determination - Administration	\$473	\$120		\$473		flat fee	
6 Similar use determination by PC	\$1,134	\$460		\$1,134		flat fee	
CONDITIONAL USE PERMITS:							
7 CUP - Including design review for new structure or modification	\$8,514		\$2,170		\$8,514	minimum fee / initial deposit	
8 CUP - Use only - no structural alteration / modification	\$1,890		\$1,030		\$1,890	minimum fee / initial deposit	
9 CUP - Alcohol, Garage > 800 sq ft, Other Minor	\$1,512		\$1,030		\$756	minimum fee / initial deposit	
10 CUP - Revisions / Modifications - Major	\$4,158		\$1,540		\$4,158	minimum fee / initial deposit	
11 CUP - Revisions / Modifications - Minor	\$1,890		\$1,540		\$1,890	minimum fee / initial deposit	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
DESIGN REVIEWS:							
12	Design Review - Administrative Approval						
	a) without Architectural Review Committee Required	\$1,134		\$680	\$1,134	minimum fee / initial deposit	
	b) with Architectural Review Committee Required	\$2,457		\$680	\$2,457	minimum fee / initial deposit	
13	Design Review - Discretionary Approval	\$8,514		\$2,170	\$8,514	minimum fee / initial deposit	
14	Design Review - Duplex 3-4 Units	\$1,512		\$680	\$1,512	minimum fee / initial deposit	
ENVIRONMENTAL PROCESSING:							
15	Negative Declaration	\$4,725		\$1,540	\$4,725	minimum fee / initial deposit	
16	Environmental Impact Report	\$16,443		\$15,000	\$16,443	minimum fee / initial deposit	
FILM PERMITS:							
17	Film Permit - Still Fee	\$945	\$50	\$945		flat fee	
	a) plus Daily Fee, or	\$284	\$10	\$284		flat fee	
	b) Weekly Fee	\$945	\$50	\$945		flat fee	
18	Film/Video	\$945	\$100	\$945		flat fee	
	a) plus Daily Fee, or	\$284	\$25	\$284		flat fee	
	b) Weekly Fee	\$945	\$125	\$945		flat fee	
PLANNED UNIT DEVELOPMENTS:							
19	PUD	\$16,065		\$3,190	\$16,065	minimum fee / initial deposit	
20	Amended/Revised PUD	\$7,938		\$2,000	\$7,938	minimum fee / initial deposit	

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
PLANS:							
21	General Plan Amendment		\$7,655		\$2,570	\$7,655	minimum fee / initial deposit
22	Change of Zone		\$7,655		\$2,570	\$7,655	minimum fee / initial deposit
23	Change of Zone w / GPA		\$10,962		\$7,650	\$10,962	minimum fee / initial deposit
24	Specific Plan		\$20,034		\$5,950	\$20,034	minimum fee / initial deposit
25	Specific Plan Amendment		\$8,505		\$2,980	\$8,505	minimum fee / initial deposit
26	Development Agreements		\$8,411		\$5,000	\$8,411	minimum fee / initial deposit
SIGN PERMITS:							
27	Master Sign Program		\$1,512	\$600		\$1,512	flat fee
28	Window Signs - NonExempt		\$95	\$40		\$95	flat fee [a]
29	Drive thru menu boards		\$851	\$220		\$851	flat fee [a]
30	Subdivision sign		\$1,229	\$540		\$1,229	flat fee [a]
31	New Sign - Wall		\$378	\$160		\$378	flat fee [a]
32	Monument Signs						
	a) Shopping Center		\$1,323	\$300		\$1,323	flat fee [a]
	b) All Others		\$662	\$300		\$662	flat fee [a]
33	Billboards		\$6,048	varies		\$6,048	flat fee [a]
34	Temporary Signs		\$95	\$40		\$95	flat fee [a]
35	Alteration of sign face		\$95	\$40		\$95	flat fee [a]
36	Special permit for noncommercial murals						fixed by resolution, section 9.62.070, ord 554,2001

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
SUBDIVISION MAPS:							
37 Tentative / Vesting Parcel Maps-up to 4 parcels	\$4,725		\$2,170		\$4,725	minimum fee / initial deposit	
38 Tentative / Vesting Tract Maps-up to 10 lots	\$6,615		\$2,980		\$6,615	minimum fee / initial deposit	
39 Tentative Tract Maps - per additional lot	\$47	\$19			\$50	minimum fee / initial deposit	
40 Map Revisions	\$2,268		\$1,030		\$2,268	minimum fee / initial deposit	
41 Reversion to Acreage	\$4,725		\$2,170		\$4,725	minimum fee / initial deposit	
MISCELLANEOUS:							
INSPECTIONS:							
42 Final Inspection (2)	\$284	varies		\$284		flat fee	
43 Re-inspections for Final Approval	\$189	varies		\$189		flat fee	
44 Final Landscape Inspection	\$284	varies		\$284		flat fee	
45 Inspection - Commercial							
a) Alterations/Additions - Non-Residential	\$284	varies		\$284		flat fee	
b) New Construction - Up to 5 acres	\$473	varies		\$473		flat fee	
c) New Construction - 5 acres or greater	\$1,134	varies		\$1,134		flat fee	
46 Inspection - Residential							
a) Alterations/Additions - Residential	\$95	varies		\$95		flat fee	
b) Residential - SFD	\$189	varies		\$189		flat fee	
c) Residential - MFD - up to 4 units	\$473	varies		\$473		flat fee	
d) Residential - Multi-family over 4 units	\$1,134	varies		\$1,134		flat fee	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
PLAN CHECK:							
47 Final Landscape Plan	\$1,040	varies	\$460	\$1,040	\$1,040	minimum fee / initial deposit	
48 Plan Check Fee - Commercial							
a) Alterations / Additions - Non-Residential	\$284	varies			\$198	minimum fee / initial deposit	
b) Up to 5 acres	\$2,079	varies	\$920		\$2,079	minimum fee / initial deposit	
c) 5 acres or greater	\$3,119	varies	\$1,380		\$3,119	minimum fee / initial deposit	
49 Plan Check Fees - Residential							
a) Alterations / Additions - Residential	\$95	\$100		\$95		flat fee	
b) Residential - SFD	\$236	\$100		\$236		flat fee	
c) Residential - MFD - up to 4 units	\$614	\$270		\$614		flat fee	
d) Residential - Multi-family over 4 units	\$2,457		\$600		\$2,457	minimum fee / initial deposit	
STREET NAME CHANGE:							
50 Street Name Change	\$2,563	\$430		\$2,563		flat fee	
TIME EXTENSIONS:							
51 Time Extensions	\$1,890	\$1		\$1,890		flat fee	
SPECIAL USE PERMITS:							
52 Special Use Permits (SUP) - Minor	\$567	\$300		\$567		flat fee	
53 Special Use Permits (SUP)	\$1,512	\$300		\$1,512		flat fee	
54 Downtown Core SUP (Includes C'wide Events)	\$2,268	\$510		\$2,268		flat fee	
55 Dance Permit	\$1,134	\$220		\$1,134		flat fee	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

**City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - PLANNING FEES**

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
VARIANCES:							
56 Variance	\$4,158		\$2,170		\$4,158	minimum fee / initial deposit	
57 Administrative Variance - Minor	\$567	\$110		\$567		flat fee	
58 Administrative Variance	\$1,512	\$110		\$1,512		flat fee	
OTHER FEES:							
59 General Plan & Zoning Letter (Zoning Confirmation Letter)	\$803	\$100		\$295		flat fee	
60 Zoning Compliance Letter	\$1,512	\$100		\$1,512		flat fee	
61 RV Parking Permit	\$425	\$300		\$425		flat fee	
62 Handbill Permit	\$331	\$140		\$331		flat fee	
HOUSING:							
63 Senate Bill (SB) 330 Application Review	\$1,512			\$1,512		flat fee	
PRE-APPLICATION / CONCEPTUAL DESIGN REVIEW:							
64 Conceptual Design Review	\$2,646			\$1,323		flat fee	
65 PUBLIC NOTICING:							
Public Noticing	\$500			\$500		flat fee	
HOURLY BILLING RATES FOR DEPOSITS							
66 Hourly Billing Rates					See rate sched	per hour	

[a] Fee reduced by 50% if part of sign program.

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - POLICE FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Report Copies					
a) Traffic Collision Report	\$23	\$0.25 / page	\$20	per report	
b) All Other Reports	\$23	\$0.25 / page	\$0.25 / page	per page	
c) Photos / Digital Media (e.g. Flash Drive) if provided by City	\$10	\$5	\$10	per device	
2 Citation Sign-Off					
a) CCPD Citation, CC Resident	\$37	No Charge	No Charge	per citation	
b) Non-CCPD Citation, CC Resident	\$37	\$10	\$15	per citation	
c) Non-Resident	\$37	\$20	\$25	per citation	
3 Residency Letter	\$45	\$20	\$45	per request	
4 Local Criminal History	\$45	\$20	\$45	per request	
5 ABC Letter	\$45	\$20	\$45	per request	
6 Vehicle Release	\$260	\$110 - \$155	\$225	per request	
7 Repossession Receipt	\$23	\$15	\$15	each	[a]
8 Alarm User Permit					
a) Initial permit application	\$73	\$35	\$35	each	
b) Renewal permit application	\$49	\$30	\$30	each	
c) Late Filing Fees					
i) 30 days Late Fee (add to base permit fee)	\$24	\$10	\$10	each	
ii) 90 Days Late Fee (add to base permit fee)	\$49	\$20	\$20	each	
d) Re-Issued Alarm User Permit	\$0	\$200	\$200	each	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - POLICE FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
9 Excessive False Alarms (Permitted Alarm Systems):					
a) First false alarm					
i) Burglary	\$136	No Charge	No Charge	each	
ii) Duress/robbery	\$223	No Charge	No Charge	each	
b) Second false alarm					
i) Burglary	\$136	\$100	\$100	each	
ii) Duress/robbery	\$223	\$100	\$100	each	
c) Third false alarm					
i) Burglary	\$136	\$150	\$150	each	
ii) Duress/robbery	\$223	\$150	\$150	each	
d) Fourth false alarm and Each Additional					
i) Burglary	\$201	\$200	\$200	each	
ii) Duress/robbery	\$288	\$200	\$200	each	
10 Excessive False Alarms (Non-Permitted Alarm Systems):					
a) First false alarm					
i) Burglary	\$0	\$100	\$100	each	
ii) Duress/robbery	\$0	\$100	\$100	each	
b) Second and Each Additional					
i) Burglary	\$0	\$200	\$200	each	
ii) Duress/robbery	\$0	\$200	\$200	each	
11 Online Alarm Education Diversion Course		\$25	\$25	each	
12 Carry Concealed Weapon License					
a) Initial Application (Plus applicable DOJ fees)	\$586	\$100	\$200	per application	
b) Renewal (Plus applicable DOJ fees)	\$173	\$90	\$173	per application	
c) Duplicate / Amended License (Plus applicable DOJ fees)	\$43	\$0	\$25	per request	
d) Psychological Testing, if Required (Plus applicable DOJ fees)	\$0	\$0	Actual Cost	each	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - POLICE FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
13 Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	\$132	Actual Cost	\$132	per response	
14 DUI Traffic Collision Response	\$520	Actual Cost	\$520	per incident	
15 Special Service Requests					
a) Regular Time					
i) Police Sergeant	\$135	Actual Cost	\$135	per hour	
ii) Police Officer	\$94	Actual Cost	\$94	per hour	
b) Over-Time					
i) Police Sergeant	\$171	Actual Cost	\$171	per hour	
ii) Police Officer	\$120	Actual Cost	\$120	per hour	

[a] Fee established by State of California.

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - SHORT TERM RENTAL PERMIT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Short-Term Rental Permit Fee					
a) Homesharing Permit	\$525	\$525	\$525	per year	
b) Short-Term Vacation Rental Permit	\$1,950	\$1,950	\$1,950	per year	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost

Attachment 5

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS Report

JULY 2021

User and Regulatory Fee Study

DRAFT

ClearSource Financial Consulting

TERRY MADSEN | PRINCIPAL CONSULTANT

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www.clearsourcefinancial.com

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July 2021

CATHEDRAL CITY

Attn: Tami Scott, Administrative Services Director
68700 Avenida Lalo Guerrero
Cathedral City, CA 92234

User and Regulatory Fee Study

Dear Tami:

ClearSource Financial Consulting submits the following report describing the findings of our preparation of a User and Regulatory Fee Study for Cathedral City.

Please refer to the Executive Summary for the key findings of the analysis and estimated impacts to City funds. The balance of the report and its appendices provide the necessary documentation to support those outcomes.

Thank you for the opportunity to serve the City on this topic. We are happy to continue discussion on this study as the need arises or consult with you on additional topics.

Sincerely,



TERRY MADSEN, PRESIDENT | CLEARSOURCE FINANCIAL CONSULTING

PHONE NUMBER: 831.288.0608
EMAIL ADDRESS: tmadsen@clearsourcefinancial.com

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS Report

EXECUTIVE SUMMARY

STUDY OVERVIEW

Cathedral City has completed a **User and Regulatory Fee Study**. California cities regularly conduct these studies to justify fee amounts imposed and to optimize the overall portfolio of revenues available to the municipality to fund its services.

Industry practice and fiscal conditions in the state have led most cities to link cost recovery for services of individual action, cause, or benefit to that same individual through user fee revenue, relieving the agency's general revenues as much as possible for use toward services of broader community benefit.

USER AND REGULATORY FEES

Cities derive annual revenue from a number of sources. These include, but are not limited to, property taxes, sales taxes, license fees, franchise fees, fines, rents, and user and regulatory fees. **User and regulatory fees are intended to cover all, or a portion of, the costs incurred by the City for providing fee-related services and activities that are not otherwise provided to those not paying the fee.**

California law provides guidance regarding the amounts the City may charge for fee-related services and activities. Specifically, in order to avoid being considered taxes, the **fees charged shall not exceed the estimated reasonable cost of providing the services**, activities, or materials for which fees are charged.

At its conclusion, this study proposes for City Council review and consideration at public hearing a new **Schedule of User Fees and Charges** for application in Fiscal Year 2021-2022 and continued update in subsequent years.

COST RECOVERY POLICY AND PRACTICE

Recovering the costs of providing fee-related services directly influences the City's fiscal health and increases the City's ability to meet the service level expectations of fee payers.

The services for which the City imposes a user or regulatory fee typically derive from an individual person or entity's action, request, or behavior. Therefore, except in cases where there is an overwhelming public benefit generated by the City's involvement in the individual action, **a fee for service ensures that the individual bears most, if not all, of the cost incurred by the City to provide that service.** When a fee targets "100% or full cost recovery," the individual is bearing the entirety of the cost. When a fee targets less than full cost recovery, another City revenue source – in most cases, the General Fund – subsidizes the individualized activity.

Generally, **fees for service are targeted to full cost recovery, inclusive of operating, direct, indirect, and capital costs, except in cases where the City Council cites a public interest in lower fees.** The City may also be influenced by market conditions, comparing to municipalities of similar size and service profile.

EXECUTIVE SUMMARY

ILLUSTRATION OF COST RECOVERY SCENARIOS

EXHIBIT 1 | ILLUSTRATION OF COST RECOVERY SCENARIOS

COST RECOVERY THRESHOLD	CHARACTERISTIC OF THE SERVICE / ACTION
<p>“NONE”</p> <p>No Recovery of the Costs of Service</p>	<ul style="list-style-type: none"> • Acute interest in protecting: <ul style="list-style-type: none"> – Public safety – Integrity of City infrastructure, assets, and operations – Vulnerable populations • Collection of fees is not feasible or cost-effective
<p>“LOW”</p> <p>Up to 50% of the Full Cost of Service</p>	<ul style="list-style-type: none"> • The broader public benefits greatly from the individual service provided • Larger fee amounts may discourage compliance with City requirements • Market sensitivities may negatively impact demand for services deemed important to the character of the community • City policy directs an influence on fee amounts for: <ul style="list-style-type: none"> – Concern for low-income participation – Concern for specific sectors, such as owner-occupied residences or small business – Priority for resident participation, versus non-resident
<p>“MODERATE”</p> <p>Greater than 50% of the Full Cost of Service</p>	<ul style="list-style-type: none"> • While the individual benefits greatly from service provided, public benefit or public interest in compliance/participation is present • Factors described in lower thresholds retain some influence • Though service benefits the individual to a high degree, fee levels should be sensitive to the encouragement of current City initiatives
<p>“FULL”</p> <p>100% of the Full Cost of Service</p>	<ul style="list-style-type: none"> • Service benefits the individual to a great degree • Service is highly regulatory • Fee amounts do not materially impact compliance or demand • Fee amounts for comparable service are in line with other regional communities • The City discourages the activity
<p>“PENALTY”</p> <p>Greater than Full Cost</p>	<ul style="list-style-type: none"> • Must be a fine/penalty for non-compliance with City code

EXECUTIVE SUMMARY

FINDINGS AND PROPOSED ACTION

During the course of study, information and analysis was generated and is discussed substantively throughout this report and its technical appendices. However, summarized in the following findings statements by broad fee category, are outcomes and proposals of particular interest to City leaders and policymakers.

Building Fees

#	Finding / Recommendation	Description
1	Current fees recover the less than the full cost of providing fee-related services	<ul style="list-style-type: none"> Cities throughout the State typically target full cost recovery from building permit fees. Full cost recovery is targeted from proposed fees.
2	Restructure fees and/or reformat fee schedule to facilitate more consistent application of the fee schedule	<ul style="list-style-type: none"> The building fee schedule is proposed to be simplified to facilitate application of fees to projects and assist customers in estimating permit fees. Establish fixed fees for the City's most common minor permits. This will allow applicants to more easily estimate permit fees, and allow staff to more efficiently administer the fee calculation and collection process. Use fee methodology that results in lower fees for less complex projects and higher fees for more complex projects (i.e., establish a nexus between fees and typical service requirements).

Planning Fees

#	Finding / Recommendation	Description
1	Current fees recover less than the full cost of providing services	<ul style="list-style-type: none"> Due to the nature of development within California, many projects take a significant amount of resources over a multi-month and potentially multi-year timeframe, depending on project complexity and magnitude. The division has many fees in place that have not been modified in more than a decade. During that time costs have increased significantly resulting in under-recovery for several of the City's application review services. Flat fees are collected for projects that typically exhibit less variability in processing time than deposit-based fee services. Current recovery for flat (fixed) fee services varies widely.

EXECUTIVE SUMMARY

2	Targeting full cost recovery for development projects, including Planning fees has become more common throughout the State	<ul style="list-style-type: none"> The majority of fee-related services provided by the Division are proposed to be billed on an hourly basis, with a minimum initial deposit due. This billing method is intended to recover the cost of time and materials provided by City staff and contract service personnel during the review of fee-related service applications. In order for the billing system to function properly, the City must have systems in place to track time amongst the various development requests examined by staff and contractors. For deposit-based projects the City should bill project applicants for effort including intake, processing, technical reviews, inspections, meetings, and issuance/approvals.
3	Target less than full cost recovery for minor permits or permits with high community benefits	<ul style="list-style-type: none"> Less than full cost recovery is proposed for letters verifying zoning, and appeals.

Land Development Engineering and Encroachment Fees

#	Finding / Recommendation	Description
1	Restructure fees to encourage cost recovery of City staff and outside service provider costs with less reliance on deposit management	<ul style="list-style-type: none"> The department uses a combination of outside service providers and internal staff to perform certain plan review and inspection activities. The proposed fee structure encourages recovery of City costs in addition to contract service provider costs, while developing fixed fees intended to scale to reflect project complexity.
2	Align fee structures to project characteristics	<ul style="list-style-type: none"> The proposed fees are calculated based on project characteristics such as the number of sheets reviewed, the number of acres inspected, or the type of project reviewed and inspected. These modifications are consistent with industry trends in calculating fees for service.

Fire Prevention Fees

#	Finding / Recommendation	Description
1	Modify fee schedule to allow for scaling of fees	<ul style="list-style-type: none"> Use fee methodology that results in lower fees for less complex projects and higher fees for more complex projects (i.e., a nexus between fees and typical service requirements).

EXECUTIVE SUMMARY

2	Adopt broad schedule of fees to reflect the array of services provided by the division	<ul style="list-style-type: none"> Adopting a more comprehensive array of fees will allow the City to use more fixed fee billings rather than deposit-based billings.
---	--	--

Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions.

Fairly allocating costs to the services provided and recovering some, or all, of these costs from service recipients creates value and predictability for City customers and reimburses the City for services provided to a single party, as compared to the public at large. Collecting fees for services:

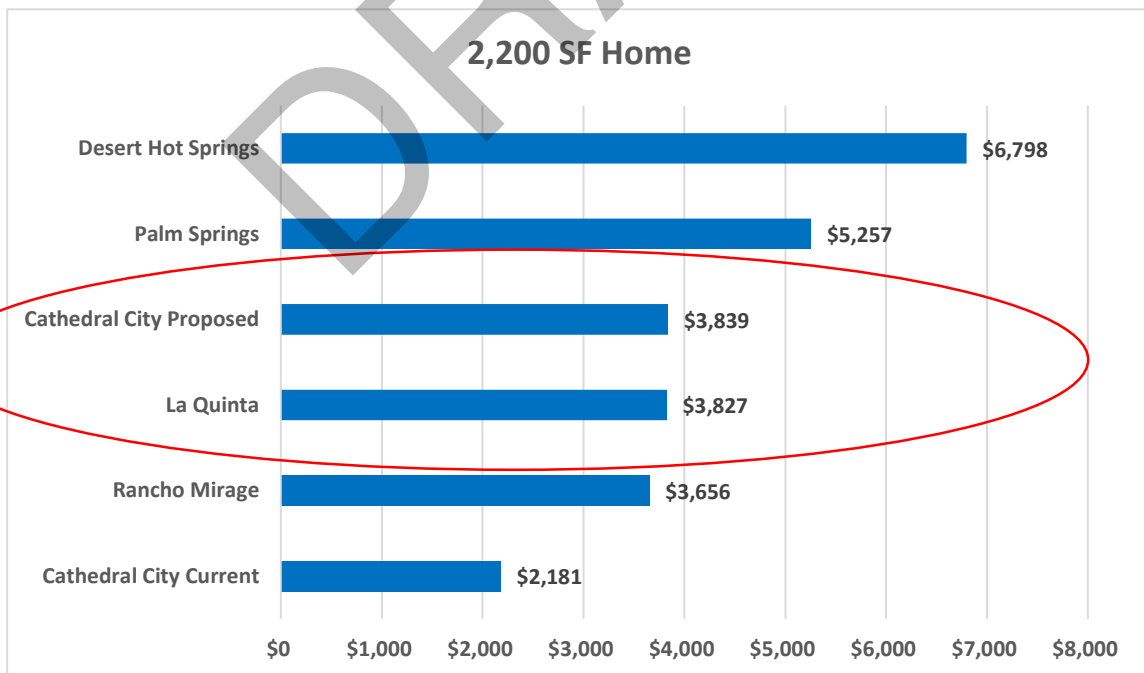
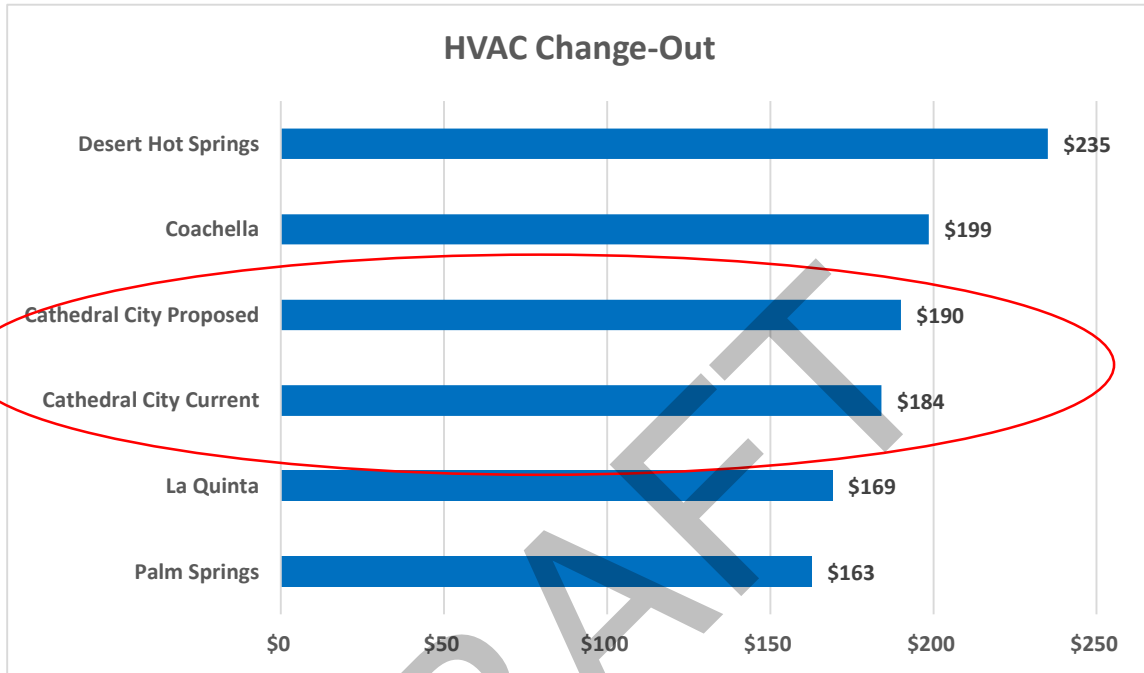
- Increases the availability of General Fund revenues to be used for services and activities available to all residents and businesses, such as public safety and public works services.
- Helps meet fee-payer service level expectations by collecting fees to fund the existing level of services provided.

DRAFT

FEE COMPARISON

Building Fees

Updated building permit and plan review fees, if adopted, would be in-range with amounts collected by other municipalities throughout the region and state of California.



PROJECT ORIENTATION

SCOPE OF STUDY

Cathedral City has completed a **User and Regulatory Fee Study**, which represents an external review of prevailing practices and development of a new **Schedule of User Fees and Charges**. ClearSource Financial Consulting has prepared this analysis during Fiscal Year 2020-2021 and will be available to answer questions as the City proceeds in implementing findings as it chooses.

Key tasks expected by the City from this study included the following:

- Review eligible fee-related services citywide to establish the reasonable relationship between current fees for service and the underlying costs of service.
- Calculate the full cost of service, including estimated citywide overhead costs.
- Recommend fees to be charged for each service.
- Recommend cost recovery strategies and best practices in setting fees, while considering the complexities and demands of responsible programs or departments.
- Identify new fees and/or revenue sources for eligible services, where discovered and applicable.
- Identify underlying billable rates for cost recovery opportunities and as the basis for user fees.
- Maintain a thoroughly documented analysis to ensure compliance with Proposition 26, and other statutes, as applicable.

DIRECT SERVICES UNDER REVIEW

Fee Categories

City fees under review in this project focused on direct services eligible for user fee methodology, as listed in the City's published fee schedules. Additionally, the project was tasked with identifying any relevant additions for services performed without a fee or for under-quantified or ineffectively structured fees. Current services shown in the City's various prevailing fee schedules and addressed in this study are summarized as follows:

- **Building** – Services include building permits for construction and sub-trades.
- **Planning** – Services include development review/current planning, other community permitting, and miscellaneous labor.
- **Engineering** – Services include land development review and encroachment permitting.
- **Fire Prevention** – Services include review of business operations, construction, fire sprinkler and alarm systems for compliance with Fire Code.

PROJECT ORIENTATION

REASON FOR STUDY

Cities derive annual revenue from a number of sources. These include, but are not limited to, property taxes, sales taxes, franchise fees, fines, rents, and user and regulatory fees. User and regulatory fees are intended to cover all, or a portion of, the costs incurred by a city for providing fee-related services and activities that are not otherwise provided to those not paying the fee.

California cities regularly conduct fee studies to justify fee amounts imposed and to optimize the overall body of revenues available to the municipality to fund its services. Widespread industry practice and fiscal conditions in the state have led most cities to link cost recovery for services of individual action, cause, or benefit to that individual through user fee revenue, relieving the agency's general revenues for services of broader community benefit.

PREVAILING GUIDANCE

The objectives of this study, the methodology used to complete the study, and the formulation of outcomes and recommendations for future consideration were significantly influenced by Article 13C of the California Constitution and Section 66014 of the California Government Code.

Article 13C states that the local government bears the burden of proving by a preponderance of the evidence that a levy, charge, or other exaction is not a tax, that the amount is no more than necessary to cover the reasonable costs of the governmental activity, and that the manner in which those costs are allocated to a payer bear a fair or reasonable relationship to the payer's burdens on, or benefits received from, the governmental activity. Additionally, Article 13C identifies the following as items that are not defined as taxes:

- A charge imposed for a specific benefit conferred or privilege granted directly to the payer that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege.
- A charge imposed for a specific government service or product provided directly to the payer that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.
- A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof.
- A charge imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property.
- A fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government, as a result of a violation of law.
- A charge imposed as a condition of property development.
- Assessments and property-related fees imposed in accordance with the provisions of Article XIII D.

PROJECT ORIENTATION

Section 66014(a) of the California Government Code includes the following, “Notwithstanding any other provision of law, when a local agency charges fees for zoning variances; zoning changes; use permits; building inspections; building permits; ...the processing of maps under the provisions of the Subdivision Map Act...; or planning services...; those fees may not exceed the estimated reasonable cost of providing the service for which the fee is charged, unless a question regarding the amount of the fee charged in excess of the estimated reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue.

The outcomes and recommendations of the study are intended to comply with applicable federal, state, and local laws including providing confirmation that the proposed fees (“charges”) recommended as a result of this study are not taxes as defined in Article 13C of the California Constitution and that the proposed fees are no more than necessary to cover the reasonable costs of the City’s activities and services addressed in the fees. Additionally, this report is intended to show that the manner in which the costs are allocated to a payer bear a fair and reasonable relationship to the payer’s burdens on, or benefits received from the activities and services provided by the City.

METHODOLOGY AND DATA SOURCES

This study calculated the estimated reasonable cost of providing various fee-related services across the City organization. Generally, the estimated reasonable cost of providing the fee-related services and activities examined in this study can be calculated as the product of the composite fully-burdened hourly labor rate of the division responsible for providing services and the estimated labor time required to process a typical request for service.

The composite fully-burdened hourly rates calculated in this study are based on the estimated annual hours spent providing fee related services, and estimated labor, services and supplies, and citywide overhead expenditures, sourced as follows:

- Estimated annual hours spent providing fee related services were developed based on interviews with City staff and are in-line with typical direct service ratios experienced by the consultant via studies of similar municipalities throughout California.
- Labor expenditures for in-house personnel were based on budgeted salary and benefits expenditures.
- Contract service personnel related costs were based on the rates currently used by the City’s contract service providers.
- All other services and supplies expenditures were based on historical actual expenditures.
- Citywide overhead cost allocations were based on actual expenditures for the most recently completed fiscal year.
- Estimated labor times were developed based on responses from the staff primarily responsible for the provision of services examined in the study. Commonly used industry data also aided in the development of time estimates and proposed fee structures.

PROJECT ORIENTATION

Once cost of service levels are identified, the City may use this information to inform targeted cost recovery from fees. Fees set at the cost of service target full cost recovery. Fees set at any amount less than the cost of service target less than full cost recovery.

An illustration of the methods used in this analysis is shown below.

EXHIBIT 4 | STEPS IN ANALYZING COSTS OF SERVICE AND USER FEES



PROJECT ORIENTATION

CONSIDERATIONS FOR IMPLEMENTATION

If the City decides to adopt or otherwise utilize outcomes generated through this study, it should:

- **Update Systems for Fee Outcomes** – Ensure that City staff begin using updated fees and associated outcomes once the updated schedule of fees becomes effective. Values should be included in all official fee schedules used throughout the City (e.g., departmental pamphlets, counter schedules, and online information). Additionally, ensure collections processes are updated, which may include coding in billing systems and training for personnel who handle fees directly with the public.
- **Actively Monitor the Use of Fees** – In order to recover accurate and eligible amounts expected, the City should be diligent about tracking time to projects and ensuring fees are applied in the correct amount and using the correct and intended basis.
- **Monitor Feedback and Permit Statistics** – Monitor permit and application volume and applicant feedback to determine if fee modifications are resulting in any unanticipated changes in project frequency and to increase the level of detail available for revenue forecasting.
- **Annually Review and Adjust Fee Values** – In order to generally maintain pace with regional cost inflation and/or the City's salary cost inflation, the City should adjust its fees on an annual basis. A commonly used, reasonable inflation index is the annual change in the all-urban Consumer Price Index (CPI) representative of the region.
- **Periodically Perform Comprehensive Analysis** – A comprehensive fee study should be conducted periodically (e.g. every three to five years) to ensure fee levels remain at or below legal limits and are consistent with evolving service practices and local conditions.

BUILDING PERMIT FEES

The Building Division provides permitting, plan check, and inspection services for all new construction, alterations, and additions throughout the City, enforcing the provisions of the California Building Standards Code. Additionally, the division serves as a primary building code resource to contractors, architects, engineers, developers, business owners, and property owners. Only the costs of providing fee-related services are proposed to be recovered from fees. Costs associated with non-fee related services are proposed to be paid from other sources, typically the City's General Fund revenues.

Building Fees: Study Outcomes and Recommendations

#	Finding / Recommendation	Description
1	Current fees recover the less than the full cost of providing fee-related services	<ul style="list-style-type: none"> Cities throughout the State typically target full cost recovery from building permit fees. Full cost recovery is targeted from proposed fees.
2	Restructure fees and/or reformat fee schedule to facilitate more consistent application of the fee schedule	<ul style="list-style-type: none"> Use fee methodology that results in lower fees for less complex projects and higher fees for more complex projects (i.e. establish a nexus between fees and typical service requirements).

The current building fee schedule is complex as it includes a different method for calculating rates of the various disciplines (plumbing, mechanical and electrical) which requires counting of fixtures, watts amperage, etc. The methodology makes it difficult to project fees for proposed projects and results in a cumbersome process of calculating fees and may at times results in inaccuracies. A comparison of current and proposed structures is illustrated in the following tables. Additionally, a listing of all current and proposed fees is included in the Appendix of this report.

Current Format for Calculating Various Permit Fees

#	Fee Description
1	Plumbing fixtures and/or drains, each
2	Vent Fan to Single Duct, each
3	Rain Water System, each
4	Garbage disposal – residential, each
5	Receptacles / lights, each
6	Light standards, each
7	Hose bibbs, each
8	Motor – Up to 5 HP
9	Motor – 5.1 to 15 HP
10	Motor – 15.1 to 100 HP (two add'l categories based on HP)

BUILDING PERMIT FEES

The proposed fee methodology establishes a nexus between fees and typical service requirements. It results in lower fees for less complex projects and higher fees for more complex projects. The restructured fees and reformatted fee schedule is also intended to facilitate more consistent application of the fee schedule.

Sample of Proposed Format for Most Commonly Requested Permit Types (Minor Permits)

#	Fee Description
1	HVAC Change-Out
2	Panel Upgrade
3	Window Change-Out
4	Residential Re-Roof
5	...

DRAFT

CURRENT PLANNING FEES

The City's in-house planning staff and contract service providers maintain and implement the City's Zoning Code and prepare other specialized planning documents. The division reviews development requests for conformance with the City's planning policies and standards. Division staff also oversee the City's advance planning efforts. The costs of providing fee-related services are proposed to be recovered in part, or in full, from fees. Costs associated with non-fee related services are proposed to be paid from other sources, typically the City's General Fund revenues.

Planning Fees: Study Outcomes and Recommendations

#	Finding / Recommendation	Description
1	Current fees recover less than the full cost of providing services	<ul style="list-style-type: none"> • Due to the nature of development within California, many projects take a significant amount of resources over a multi-month and potentially multi-year timeframe, depending on project complexity and magnitude. • The division has many fees in place that have not been modified in more than a decade. During that time costs have increased significantly resulting in under-recovery for several of the City's application review services. • Flat fees are collected for projects that typically exhibit less variability in processing time than deposit-based fee services. Current recovery for flat (fixed) fee services varies widely.
2	Targeting full cost recovery for development projects, including Planning fees has become more common throughout the State	<ul style="list-style-type: none"> • The majority of fee-related services provided by the Division are proposed to be billed on an hourly basis, with a minimum fee due. This billing method is intended to recover the cost of time and materials provided by City staff and contract service personnel during the review of fee-related service applications. • In order for the billing system to function properly, the City must have systems in place to track time amongst the various development requests examined by staff and contractors. For deposit-based projects the City should bill project applicants for effort including intake, processing, technical reviews, inspections, meetings, and issuance/approvals.
3	Target less than full cost recovery for minor permits or permits with high community benefits	<ul style="list-style-type: none"> • Less than full cost recovery is proposed for reviews for letters verifying zoning, and appeals.

LAND DEVELOPMENT AND ENCROACHMENT PERMIT FEES

Land development engineering and encroachment permit fees are collected to offset the costs of regulating activities impacting public facilities, infrastructure, and the right of way. Staff and contract service providers review development, construction, and other requests for conformance with the City's policies and standards. The costs of providing services generated by individualized action, such as encroachments and excavations, are proposed to be recovered in full, or in part, from fees. Costs associated with non-fee related services will be paid from other sources, typically General Fund revenues.

Land Development Engineering and Encroachment Fees: Study Outcomes and Recommendations

#	Finding / Recommendation	Description
1	Restructure fees to encourage cost recovery of City staff and outside service provider costs with less reliance on deposit management	<ul style="list-style-type: none"> The department uses a combination of outside service providers and internal staff to perform certain plan review and inspection activities. The proposed fee structure encourages recovery of City costs in addition to contract service provider costs, while developing fixed fees intended to scale to reflect project complexity.
2	Align fee structures to project characteristics	<ul style="list-style-type: none"> The proposed fees are calculated based on project characteristics such as the number of sheets reviewed, the number of acres inspected, or the type of project reviewed and inspected. These modifications are consistent with industry trends in calculating fees for service.

APPENDIX A

COST OF SERVICE ANALYSIS

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Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS Report



Cathedral City

User and Regulatory Fees
Fee-Related Cost of Service Analysis

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City of Cathedral City

Cost of Service Analysis

Fee Type	Page
FULLY-BURDENED HOURLY RATE CALCULATIONS	
City Clerk	4
Building	6
Code Compliance	8
Engineering	10
Finance	12
Fire Prevention	14
Planning	16
Police	18
COST OF SERVICE CALCULATIONS	
Business License Application Review and Inspection Fees	22
Cannabis Business Licensing and Use Permit Fees	25
Building Permit and Plan Review Fees	28
Code Compliance Fees (Garage Sale Permit, Street Vendor Permit, etc.)	35
Engineering and Encroachment Fees	36
Fire Prevention	45
Planning	49
General Plan Update	59
Technology Enhancement Fee	60
Police	61
Short Term Rental Permits	67

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost



Cathedral City

User and Regulatory Fees
Fully-Burdened Hourly Rate Calculations

DRAFT

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - City Clerk

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$212,888	\$84,062	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.39	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$212,888	\$11,400	[a][b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.05	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$212,888	\$127,733	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	0%	[d]
Direct	100%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	100%	1,864	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.12	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.39	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.05	
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.05	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - City Clerk

Calculation of Fully-Burdened Hourly Rates by Position

Position	Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Burdened Hourly Rate	Final Hourly Bill Factor	Notes
City Clerk	\$70.53	1.12	\$78.70	1.05	\$161	2.29	[e]
Office Assistant	\$26.82	1.12	\$29.93	1.05	\$61	2.29	[e]

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
City Clerk	1.00	1,864	1,864	\$161	\$300,104	[f]
Office Assistant	1.00	1,864	1,864	\$61	\$113,704	[f]
Total	2.00	3,728	3,728		\$413,808	
Composite Hourly Billing Rate					\$111	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] For purposes of City Clerk hourly rate calculation assume 100% direct.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.



City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Building

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$436,495	\$190,120	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.44	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$436,495	\$61,387	[a][b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.14	

Calculation of Departmental Indirect Cost Ratio (Billing Factor)

Description	Salaries	Dept Admin	Notes
Departmental Administration Cost Factor	\$436,495	\$59,265	[c]
Departmental Administration Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Department Administration Costs)		0.14	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$436,495	\$261,897	[d]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	33%	[e]
Direct (Plan Review, Permitting, Inspection)	67%	[e]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	67%	1,249	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.67	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.44	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.14	
Department Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of Dept. OH)	0.14	
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.31	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Building

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Bldg Official	\$67.17	1.67	\$111.87	1.31	\$259	3.85	[f]
Senior Building Inspector	\$45.92	1.67	\$76.48	1.31	\$177	3.85	[f][g]
Building Inspector II	\$40.92	1.67	\$68.15	1.31	\$158	3.85	[f][g]
Permit Tech II	\$35.05	1.67	\$58.38	1.31	\$135	3.85	[f][g]
Permit Tech I	\$31.05	1.67	\$51.71	1.31	\$120	3.85	[f][g]
Office Assistant I	\$26.82	1.67	\$44.67	1.31	\$103	3.85	[f][g]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Bldg Official	1.00	1,249	1,249	\$259	\$323,460	
Senior Building Inspector	1.00	1,249	1,249	\$177	\$221,052	
Building Inspector II	1.00	1,249	1,249	\$158	\$197,323	
Permit Tech II	2.00	1,249	2,498	\$135	\$337,198	
Permit Tech I	1.00	1,249	1,249	\$120	\$149,866	
Office Assistant I	1.00	1,249	1,249	\$103	\$128,635	
Total	7.00	7,493	8,742		\$1,357,533	
Composite Hourly Billing Rate					\$155	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Portion of Planning/Building Director Position (20%). Amount is budgeted to Planning, this is a manual adjustment for this analysis.
- [d] Based on citywide overhead cost allocation calculated as part of this analysis.
- [e] Based on interviews with department staff.
- [f] Adopted salary schedule for FY 21/22.
- [g] Adopted position schedule for FY 21/22.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Code Compliance

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$535,362	\$269,584	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.50	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$535,362	\$110,320	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.21	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$535,362	\$321,217	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	25%	[d]
Direct	75%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	75%	1,398	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.49	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.50	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.21	
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.31	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Code Compliance

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Code Compliance/Dev Manager	\$67.17	1.49	\$99.94	1.31	\$231	3.44	[e][f]
Code Compliance Officer II	\$38.68	1.49	\$57.55	1.31	\$133	3.44	[e][f]
Code Compliance Officer I	\$33.39	1.49	\$49.68	1.31	\$115	3.44	[e][f]
Analyst II	\$41.58	1.49	\$61.86	1.31	\$143	3.44	[e][f]
Administrative Assistant I	\$35.62	1.49	\$53.00	1.31	\$122	3.44	[e][f]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff		Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
	Allocation (In-House)	Direct Hours Per FTE				
Code Compliance/Dev Manager	1.00	1,398	1,398	\$231	\$322,938	
Code Compliance Officer II	3.00	1,398	4,194	\$133	\$557,802	
Code Compliance Officer I	1.00	1,398	1,398	\$115	\$160,770	
Analyst II	1.00	1,398	1,398	\$143	\$199,914	
Administrative Assistant I	1.00	1,398	1,398	\$122	\$170,556	
Total	7.00	6,990	9,786		\$1,411,980	
Composite Hourly Billing Rate					\$144	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that directly recoverable.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Based on interviews with department staff.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Engineering

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$566,878	\$219,826	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.39	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$566,878	\$74,486	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.13	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$566,878	\$340,127	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	30%	[d]
Direct (Plan Review, Permitting, Inspection)	70%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	70%	1,305	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.59	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.39	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.13	
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.12	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Engineering

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Eng Pub Works Director	\$99.24	1.59	\$158.20	1.12	\$335	3.38	[e]
City Engineer	\$99.24	1.59	\$158.20	1.12	\$335	3.38	[e]
Senior Engineer	\$55.26	1.59	\$88.09	1.12	\$187	3.38	[e]
Development Project Manager	\$55.26	1.59	\$88.09	1.12	\$187	3.38	[e]
Program Administrator	\$50.02	1.59	\$79.74	1.12	\$169	3.38	[e]
Associate Civil Engineer	\$50.02	1.59	\$79.74	1.12	\$169	3.38	[e]
Assistant Civil Engineer	\$47.02	1.59	\$74.96	1.12	\$159	3.38	[e]
Engineering Tech II	\$38.67	1.59	\$61.64	1.12	\$131	3.38	[e]
Engineering Tech I	\$33.67	1.59	\$53.67	1.12	\$114	3.38	[e]
Comm Dev Specialist	\$26.82	1.59	\$42.75	1.12	\$91	3.38	[e]
Office Assistant	\$26.82	1.59	\$42.75	1.12	\$91	3.38	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Eng Pub Works Director	1.00	1,305	1,305	\$335	\$437,108	[f]
City Engineer		1,305	0	\$335	\$0	[f]
Senior Engineer		1,305	0	\$187	\$0	[f]
Development Project Manager	1.00	1,305	1,305	\$187	\$243,998	[f]
Program Administrator	1.00	1,305	1,305	\$169	\$220,511	[f]
Associate Civil Engineer	2.00	1,305	2,610	\$169	\$441,022	[f]
Assistant Civil Engineer	1.00	1,305	1,305	\$159	\$207,463	[f]
Engineering Tech II	1.00	1,305	1,305	\$131	\$170,929	[f]
Engineering Tech I		1,305	0	\$114	\$0	[f]
Comm Dev Specialist		1,305	0	\$91	\$0	[f]
Office Assistant		1,305	0	\$91	\$0	[f]
Total	7.00	14,353	9,134		\$1,721,031	
Composite Hourly Billing Rate					\$188	

[a] Source: FY 21/22 Adopted budget.
 [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
 [c] Based on citywide overhead cost allocation calculated as part of this analysis.
 [d] Based on interviews with department staff.
 [e] Adopted salary schedule for FY 21/22.
 [f] Adopted position schedule for FY 21/22.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Finance

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$1,191,638	\$459,956	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.39	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$1,191,638	\$25,400	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.02	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$1,191,638	\$714,983	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	10%	[d]
Direct	90%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	90%	1,678	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.24	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.39	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.02	
<i>Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.</i>	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.01	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Finance

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Deputy Finance Director	\$90.02	1.24	\$111.61	1.01	\$224	2.49	[e]
Accounting Services Manager	\$77.71	1.24	\$96.35	1.01	\$193	2.49	[e]
Fiscal Officer	\$55.26	1.24	\$68.52	1.01	\$138	2.49	[e]
Accountant II	\$55.26	1.24	\$68.52	1.01	\$138	2.49	[e]
Senior Admin Analyst	\$47.74	1.24	\$59.19	1.01	\$119	2.49	[e]
Analyst II	\$43.30	1.24	\$53.69	1.01	\$108	2.49	[e]
Analyst I	\$39.27	1.24	\$48.69	1.01	\$98	2.49	[e]
Licensing Officer	\$43.30	1.24	\$53.69	1.01	\$108	2.49	[e]
Payroll Coordinator	\$43.30	1.24	\$53.69	1.01	\$108	2.49	[e]
Admin Assistant I	\$35.62	1.24	\$44.16	1.01	\$89	2.49	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff		Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
	Allocation (In-House)	Direct Hours Per FTE				
Deputy Finance Director	1.00	1,678	1,678	\$224	\$375,782	[f]
Accounting Services Manager	0.00	1,678	0	\$193	\$0	[f]
Fiscal Officer	1.00	1,678	1,678	\$138	\$231,509	[f]
Accountant II	2.00	1,678	3,355	\$138	\$463,018	[f]
Senior Admin Analyst	0.00	1,678	0	\$119	\$0	[f]
Analyst II	2.00	1,678	3,355	\$108	\$362,362	[f]
Analyst I	1.00	1,678	1,678	\$98	\$164,405	[f]
Licensing Officer	1.00	1,678	1,678	\$108	\$181,181	[f]
Payroll Coordinator	1.00	1,678	1,678	\$108	\$181,181	[f]
Admin Assistant I	0.80	1,678	1,342	\$89	\$119,445	[f]
Total	9.80	16,776	16,440		\$2,078,882	
Composite Hourly Billing Rate					\$126	

[a] Source: FY 21/22 Adopted budget.
 [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
 [c] Based on citywide overhead cost allocation calculated as part of this analysis.
 [d] Allocation for purposes of this analysis only, primarily a tax funded service.
 [e] Adopted salary schedule for FY 21/22.
 [f] Adopted position schedule for FY 21/22.

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Fire Prevention

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$66,968	\$40,053	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.60	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$66,968	\$30,000	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.45	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$66,968	\$40,181	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	37%	[d]
Direct (Plan Review, Permitting, Inspection)	63%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	63%	1,174	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.77	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.60	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.45	
<i>Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.</i>	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.65	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Fire Prevention

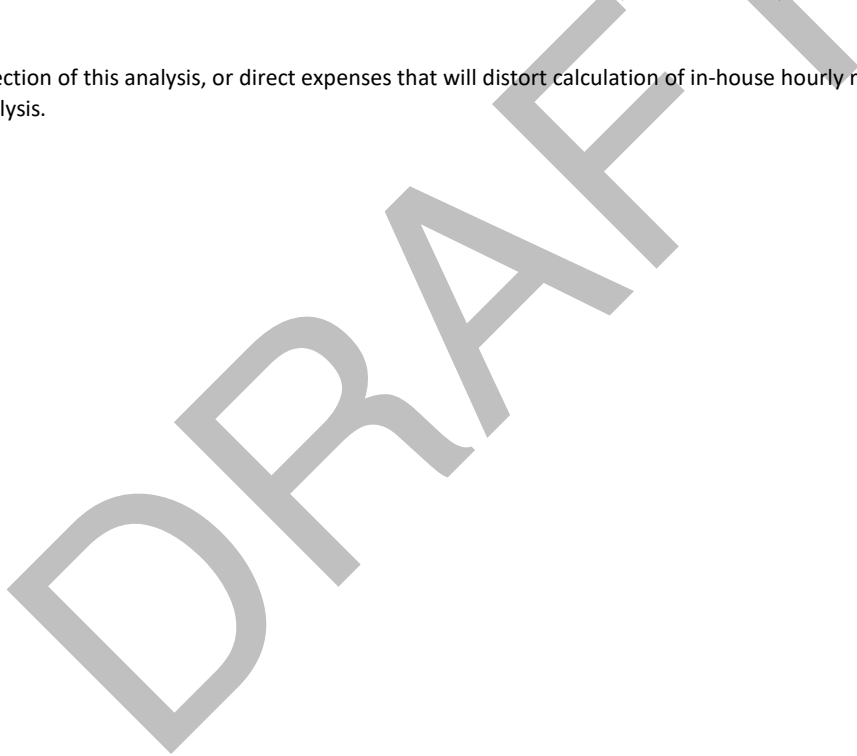
Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Life/Safety Inspector	\$33.39	1.77	\$59.14	1.65	\$156	4.69	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Life/Safety Inspector	1.00	1,174	1,174	\$156	\$183,194	[f]
Total	1.00	1,174	1,174		\$183,194	
Composite Hourly Billing Rate					\$156	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Based on interviews with department staff.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.



City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Planning

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$601,775	\$235,932	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.39	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$601,775	\$42,541	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.07	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$601,775	\$361,065	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Allocation of Annual Labor Effort

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	30%	[d]
Direct (Plan Review, Zoning Review, Permitting, Inspection)	70%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	70%	1,305	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.59	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.39	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.07	
Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.06	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Planning

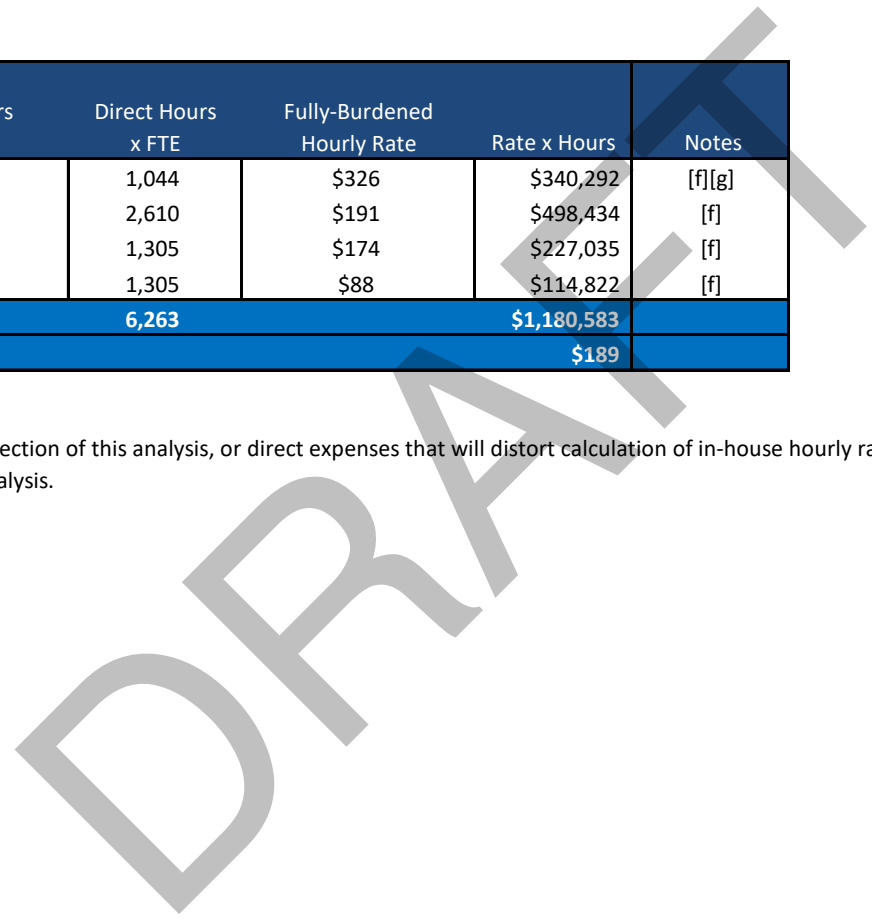
Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Director	\$99.24	1.59	\$158.20	1.06	\$326	3.29	[e]
Associate Planner	\$58.02	1.59	\$92.49	1.06	\$191	3.29	[e]
Assistant Planner	\$53.02	1.59	\$84.52	1.06	\$174	3.29	[e]
Office Assistant	\$26.82	1.59	\$42.75	1.06	\$88	3.29	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Director	0.80	1,305	1,044	\$326	\$340,292	[f][g]
Associate Planner	2.00	1,305	2,610	\$191	\$498,434	[f]
Assistant Planner	1.00	1,305	1,305	\$174	\$227,035	[f]
Office Assistant	1.00	1,305	1,305	\$88	\$114,822	[f]
Total	4.80	5,219	6,263		\$1,180,583	
Composite Hourly Billing Rate					\$189	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Based on interviews with department staff.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.
- [g] Adjustment to account for 20% allocation to Building.



City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Police

Calculation of Benefit Ratio (Billing Factor)

Description	Salaries	Benefits	Notes
Benefit Factor	\$9,389,482	\$5,988,683	[a]
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)		0.64	

Calculation of Divisional Indirect Cost Ratio (Billing Factor)

Description	Salaries	Divisional Indirect	Notes
Indirect Cost Factor	\$9,389,482	\$3,080,915	[b]
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)		0.33	

Calculation of Citywide Overhead Cost Ratio (Billing Factor)

Description	Indirect Rate	Salaries	Citywide Overhead	Notes
Citywide Overhead Rate	60%	\$9,389,482	\$5,633,689	[c]
Citywide Overhead Bill Factor (For Every \$ of Salary Add this amount for Recovery of C'Wide OH)			0.60	

Note: Alternative expression of rate is 19% of modified operating expenses. Rate calculated as % of salary for ease of administration.

Description	Total	Notes
Indirect (Admin; Training; Div Leadership; Policies and Procedures Update; Public Info)	15%	[d]
Direct	85%	[d]
Total	100%	

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	85%	1,584	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total H)			1.12		1.31	

Summary of Billing Ratios (Billing Factors)

Description	Total	Notes
Benefit Bill Factor (For Every \$ of Salary Add this amount for Recovery of Benefits)	0.64	
Divisional Indirect Cost Bill Factor (For Every \$ of Salary Add this amount for Recovery of Divisional Indirect Costs)	0.33	
Citywide Overhead Rate	0.60	
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)	1.57	

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Police

Calculation of Fully-Burdened Hourly Rates by Position

Position	Top Step Salary	Salary Adjustment for Direct Hours	Salary for Direct Hours	Bill Factor for Indirects	Burdened Hourly Rate	Final Hourly Bill Factor	Notes
Police Chief	\$109.41	1.31	\$143.63	1.57	\$369	3.37	[e]
Police Captain	\$93.84	1.31	\$123.19	1.57	\$316	3.37	[e]
Police Commander	\$85.11	1.31	\$111.73	1.57	\$287	3.37	[e]
Police Sergeant	\$73.60	1.31	\$96.62	1.57	\$248	3.37	[e]
Police Officer	\$51.60	1.31	\$67.74	1.57	\$174	3.37	[e]
Public Safety Dispatch Supervisor	\$43.94	1.31	\$57.68	1.57	\$148	3.37	[e]
Administrative Analyst II	\$43.30	1.31	\$56.84	1.57	\$146	3.37	[e]
Crime Analyst	\$41.58	1.31	\$54.59	1.57	\$140	3.37	[e]
Lead Dispatcher	\$39.70	1.31	\$52.12	1.57	\$134	3.37	[e]
Admin. Office Coordinator	\$38.68	1.31	\$50.78	1.57	\$130	3.37	[e]
Training Coordinator	\$38.68	1.31	\$50.78	1.57	\$130	3.37	[e]
Property & Evidence Tech II	\$38.68	1.31	\$50.78	1.57	\$130	3.37	[e]
Public Safety Dispatcher II	\$37.70	1.31	\$49.49	1.57	\$127	3.37	[e]
Police Records Specialist II	\$35.06	1.31	\$46.03	1.57	\$118	3.37	[e]
STVR Compliance Officer	\$38.68	1.31	\$50.78	1.57	\$130	3.37	[e]
Public Safety Dispatcher I	\$32.60	1.31	\$42.80	1.57	\$110	3.37	[e]
Police Records Specialist I	\$26.82	1.31	\$35.21	1.57	\$90	3.37	[e]
Bill Factor (For Every \$ of Salary Add this amount for Recovery of Fully-Burdened Rate)							

Calculation of Composite Fully-Burdened Hourly Rate

Description	Current Staff Allocation (In-House)	Direct Hours Per FTE	Direct Hours x FTE	Fully-Burdened Hourly Rate	Rate x Hours	Notes
Police Chief	1.00	1,584	1,584	\$369	\$584,644	[f]
Police Captain	1.00	1,584	1,584	\$316	\$500,670	[f]
Police Commander	3.00	1,584	4,753	\$287	\$1,364,168	[f]
Police Sergeant	8.00	1,584	12,675	\$248	\$3,143,450	[f]
Police Officer	37.00	1,584	58,623	\$174	\$10,200,367	[f]
Public Safety Dispatch Supervisor	2.00	1,584	3,169	\$148	\$468,982	[f]
Administrative Analyst II	1.00	1,584	1,584	\$146	\$231,322	[f]
Crime Analyst	1.00	1,584	1,584	\$140	\$221,816	[f]
Lead Dispatcher	0.00	1,584	0	\$134	\$0	[f]
Admin. Office Coordinator	1.00	1,584	1,584	\$130	\$205,972	[f]
Training Coordinator	1.00	1,584	1,584	\$130	\$205,972	[f]
Property & Evidence Tech II	1.00	1,584	1,584	\$130	\$205,972	[f]
Public Safety Dispatcher II	8.00	1,584	12,675	\$127	\$1,609,750	[f]
Police Records Specialist II	4.00	1,584	6,338	\$118	\$747,837	[f]
STVR Compliance Officer	4.00	1,584	6,338	\$130	\$823,888	[f]
Public Safety Dispatcher I	4.00	1,584	6,338	\$110	\$697,136	[f]
Police Records Specialist I	0.00	1,584	0	\$90	\$0	[f]
Total	77.00	26,935	121,999		\$21,211,947	
Composite Hourly Billing Rate					\$174	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS

City of Cathedral City
 User and Regulatory Fee Study
 Fully-Burdened Hourly Rate Calculation - Police

Calculation of Hourly Rate for DUI Collision Response, Special Service Requests, and Over-Time Support

Description	Current Staff		Productive Hours Factor	Hourly Rate Regular Time	Hourly Rate Over-Time	Notes
	Allocation (In-House)	Benefits				
Police Chief	\$109.41	\$69.78	1.12	\$200	n/a	
Police Captain	\$93.84	\$59.85	1.12	\$172	\$218	
Police Commander	\$85.11	\$54.28	1.12	\$156	\$198	
Police Sergeant	\$73.60	\$46.94	1.12	\$135	\$171	
Police Officer	\$51.60	\$32.91	1.12	\$94	\$120	
Public Safety Dispatch Supervisor	\$43.94	\$28.03	1.12	\$80	\$102	
Administrative Analyst II	\$43.30	\$27.62	1.12	\$79	\$101	
Crime Analyst	\$41.58	\$26.52	1.12	\$76	\$97	
Lead Dispatcher	\$39.70	\$25.32	1.12	\$73	\$92	
Admin. Office Coordinator	\$38.68	\$24.67	1.12	\$71	\$90	
Training Coordinator	\$38.68	\$24.67	1.12	\$71	\$90	
Property & Evidence Tech II	\$38.68	\$24.67	1.12	\$71	\$90	
Public Safety Dispatcher II	\$37.70	\$24.05	1.12	\$69	\$88	
Police Records Specialist II	\$35.06	\$22.36	1.12	\$64	\$82	
STVR Compliance Officer	\$38.68	\$24.67	1.12	\$71	\$90	
Public Safety Dispatcher I	\$32.60	\$20.79	1.12	\$60	\$76	
Police Records Specialist I	\$26.82	\$17.11	1.12	\$49	\$62	

- [a] Source: FY 21/22 Adopted budget.
- [b] Excludes non-fee related expenses or expenses recovered via another section of this analysis, or direct expenses that will distort calculation of in-house hourly rate.
- [c] Based on citywide overhead cost allocation calculated as part of this analysis.
- [d] Allocation for purposes of this analysis only, primarily a tax funded service, with significant training time and chain of command heirarchy.
- [e] Adopted salary schedule for FY 21/22.
- [f] Adopted position schedule for FY 21/22.



Cathedral City

User and Regulatory Fees

Cost of Service Calculations

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance Department - Business Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enf'rcmt	Total
1	Business License Processing Fee								
	a) New	0.67							0.67 x
	b) Renewal	0.33							0.33 x
2	Duplicate License	0.08							0.08 x
3	Review for Home Occupation License		0.50						0.50 x
4	Fire Inspection Review for Business License				0.50				0.50 x
5	Building Inspection for Business License			0.50					0.50 x
6	Planning Inspection for Business License, If Required		0.50						0.50 x
7	Engineering Inspection for Business License, If Required						0.50		0.50 x
8	Police Review for Business License								
	a) Massage - Establishment								
	i) Initial					1.50			1.50 x
	ii) Renewal					0.50			0.50 x
	b) Massage - Therapist / Practitioner								
	i) Initial					1.50			1.50 x
	ii) Renewal					0.50			0.50 x
	c) Pawnbroker, Secondhand dealer, ice cream truck, etc.								
	i) Initial - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)					0.75			0.75 x
	ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)					0.50			0.50 x
	d) Sexually Oriented Business								
	i) Initial					1.50			1.50 x
	ii) Renewal					0.50			0.50 x
	e) All Others, If Required								
	i) Initial					0.75			0.75 x
	ii) Renewal					0.50			0.50 x
9	Bingo Permit	0.67							0.67 x

[a] Maximum permit fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance Department - Business Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enf'rcmt	Estimated Cost of Service
1	Business License Processing Fee								
	a) New	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$84
	b) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$42
2	Duplicate License	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$11
3	Review for Home Occupation License	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$95
4	Fire Inspection Review for Business License	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$78
5	Building Inspection for Business License	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$78
6	Planning Inspection for Business License, If Required	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$95
7	Engineering Inspection for Business License, If Required	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$94
8	Police Review for Business License								
	a) Massage - Establishment								
	i) Initial	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$261
	ii) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
	b) Massage - Therapist / Practitioner								
	i) Initial	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$261
	ii) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
	c) Pawnbroker, Secondhand dealer, ice cream truck, etc.								
	i) Initial - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$131
	ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
	d) Sexually Oriented Business								
	i) Initial	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$261
	ii) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
	e) All Others, If Required								
	i) Initial	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$131
	ii) Renewal	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$87
9	Bingo Permit	\$126	\$189	\$155	\$156	\$174	\$188	\$144	= \$84

[a] Maximum permit fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance Department - Business Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information				Unit	Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
1	Business License Processing Fee						
	a) New	\$20	24%	\$40	48%	each	
	b) Renewal	\$7	17%	\$20	48%	each	
2	Duplicate License	\$5	48%	\$5	48%	each	
3	Review for Home Occupation License	\$40	42%	\$50	53%	each	
4	Fire Inspection Review for Business License	\$26	33%	\$40	51%	each	
5	Building Inspection for Business License	\$24	31%	\$78	100%	each	
6	Planning Inspection for Business License, If Required	\$24	25%	\$95	100%	each	
7	Engineering Inspection for Business License, If Required	\$24	26%	\$94	100%	each	
8	Police Review for Business License						
	a) Massage - Establishment						
	i) Initial	\$220	84%	\$245	94%	each	
	ii) Renewal	\$220	253%	\$80	92%	each	
	b) Massage - Therapist / Practitioner						
	i) Initial	\$220	84%	\$245	94%	each	
	ii) Renewal	\$220	253%	\$80	92%	each	
	c) Pawnbroker, Secondhand dealer, ice cream truck, etc.						
	i) Initial - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	varies	varies	\$131	100%	each	
	ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	varies	varies	\$75	86%	each	
	d) Sexually Oriented Business						
	i) Initial	\$220	84%	\$245	94%	each	
	ii) Renewal	\$220	253%	\$80	92%	each	
	e) All Others, If Required						
	i) Initial	varies	varies	\$131	100%	each	
	ii) Renewal	varies	varies	\$75	86%	each	
9	Bingo Permit	\$53	63%	\$50	60%	each	[a]

[a] Maximum permit fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Cannabis Permitting and Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enf'rcmt	Total	
1	Cannabis License									
	a) Initial Deposit for Review of License Application			Full Cost Recovery Using Deposit - No Changes Proposed						
	b) Renewal or Modification of License									
	i) License Renewal			Full Cost Recovery Using Deposit - No Changes Proposed						
	ii) Modification/Change of Ownership			Full Cost Recovery Using Deposit - No Changes Proposed						
	c) Background Investigation (per person)			Full Cost Recovery Using Deposit - No Changes Proposed						

[a] Includes one background investigation.

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Cannabis Permitting and Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enf'rcmt	Estimated Cost of Service	
1	Cannabis License									
	a) Initial Deposit for Review of License Application		Full Cost Recovery Using Deposit - No Changes Proposed							varies
	b) Renewal or Modification of License									
	i) License Renewal		Full Cost Recovery Using Deposit - No Changes Proposed							varies
	ii) Modification/Change of Ownership		Full Cost Recovery Using Deposit - No Changes Proposed							varies
	c) Background Investigation (per person)		Full Cost Recovery Using Deposit - No Changes Proposed							varies

[a] Includes one background investigation.

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Cannabis Permitting and Licensing
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Cannabis License						
	a) Initial Deposit for Review of License Application	\$7,500	100%	\$7,500	100%	initial deposit	[a]
	b) Renewal or Modification of License						
	i) License Renewal	\$5,900	100%	\$5,900	100%	flat fee	
	ii) Modification/Change of Ownership	\$4,500	100%	\$4,500	100%	initial deposit	
	c) Background Investigation (per person)	\$3,500	100%	\$3,500	100%	initial deposit	

[a] Includes one background investigation.

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City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Admin; Scheduling; Notes; Etc.	Inspection	PC	Total		Hourly Rate	=	Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Cost Recovery	Proposed Fee	Note
1 HVAC Change-Out - Residential	0.25	0.50	0.13	0.88	x	\$155	=	\$136			100%	\$136	
2 HVAC Change-Out - Commercial (per unit)	0.42	0.50	0.50	1.42	x	\$155	=	\$220			100%	\$220	
3 Residential Solar Photovoltaic System - Solar Permit													
a) 15kW or less	0.25	1.25	1.00	2.50	x	\$155	=	\$388			100%	\$388	
b) Above 15kW – base												\$388	
c) Above 15kW – per kW												\$15	
4 Commercial Solar Photovoltaic System - Solar Permit													
a) 50kW or less												\$1,000	
b) 50kW – 250kW – Base												\$1,000	
c) 50kW – 250kW – per kW above 50kW												\$7	
d) Above 250kW – base												\$2,400	
e) Above 250kW – per kW												\$5	
5 Service Panel Upgrade - Residential	0.25	0.50	0.13	0.88	x	\$155	=	\$136			100%	\$136	
6 Service Panel Upgrade - Commercial	0.42	0.50	0.50	1.42	x	\$155	=	\$220			100%	\$220	
7 Water Heater Changeout - Residential	0.25	0.50	0.13	0.88	x	\$155	=	\$136			100%	\$136	
8 Water Heater Changeout - Commercial	0.25	1.00	0.25	1.50	x	\$155	=	\$233			100%	\$233	
9 Line Repair - Sewer / Water / Gas	0.42	0.50	0.13	1.04	x	\$155	=	\$161			100%	\$161	
10 New Sewer Connection	0.42	1.50	0.38	2.29	x	\$155	=	\$355			100%	\$355	
11 Re-pipe	0.42	0.75	0.75	1.92	x	\$155	=	\$297			100%	\$297	
12 Residential Re-Roof													
a) Up to 2,000 SF (Roof Area)	0.25	1.00	0.50	1.75	x	\$155	=	\$271			100%	\$271	
b) Each Add'l 1,000 SF or fraction thereof		0.50		0.50	x	\$155	=	\$78			100%	\$78	
13 Commercial Re-Roof													
a) Up to 2,000 SF (Roof Area)	0.25	2.00	0.50	2.75	x	\$155	=	\$426			100%	\$426	
b) Each Add'l 1,000 SF or fraction thereof		1.00		1.00	x	\$155	=	\$155			100%	\$155	
14 Demolition - Residential Single Family	0.50	0.50		1.00	x	\$155	=	\$155			100%	\$155	
15 Demolition - Commercial	0.50	1.50		2.00	x	\$155	=	\$310			100%	\$310	

City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Admin; Scheduling; Notes; Etc.	Inspection	PC	Total		Hourly Rate	=	Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Cost Recovery	Proposed Fee	Note
16 Temporary Power Pole	0.25	0.50	0.13	0.88	x	\$155	=	\$136			100%	\$136	
17 Swimming Pool/Spa													
a) Swimming Pool / Spa	0.50	2.50	2.50	5.50	x	\$155	=	\$853			100%	\$853	
b) Detached Spa / Water Feature	0.42	1.00	0.50	1.92	x	\$155	=	\$297			100%	\$297	
c) Gunite Alteration	0.42	2.00	0.50	2.92	x	\$155	=	\$452			100%	\$452	
d) Equipment Change-out Alone	0.25	0.75	0.25	1.25	x	\$155	=	\$194			100%	\$194	
18 Patio													
a) Standard (Wood/Metal Frame)													
i) Up to 200 SF	0.25	0.75	0.50	1.50	x	\$155	=	\$233			100%	\$233	
ii) Greater than 200 SF	0.25	1.00	0.75	2.00	x	\$155	=	\$310			100%	\$310	
b) Upgraded (with electrical, stucco, fans, etc.)													
i) Up to 200 SF	0.42	1.50	1.00	2.92	x	\$155	=	\$452			100%	\$452	
ii) Greater than 200 SF	0.42	2.00	1.00	3.42	x	\$155	=	\$530			100%	\$530	
19 Window / Sliding Glass Door													
a) Retrofit / Repair													
i) Up to 5	0.25	0.50	0.50	1.25	x	\$155	=	\$194			100%	\$194	
ii) Each additional 5		0.25		0.25	x	\$155	=	\$39			100%	\$39	
b) New / Alteration													
i) First	0.25	0.75	0.75	1.75	x	\$155	=	\$271			100%	\$271	
ii) Each additional		0.25	0.13	0.38	x	\$155	=	\$58			100%	\$58	

City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Est. City Staff Labor Hrs	Fully-Burdened Hourly	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits									
1 \$1 - \$4,000	1.00	x \$155	= \$155	\$15 - \$63	10% - 40%	\$155	100%		
2 \$4,001 - \$10,000	1.00	x \$155	= \$155	\$63 - \$117	30% - 40%	\$155	100%		
3 \$10,001 - \$50,000	2.50	x \$155	= \$388	\$117 - \$414	30% - 45%	\$388	100%		
4 \$50,001 - \$100,000	6.00	x \$155	= \$930	\$414 - \$639	41% - 45%	\$930	100%		
5 \$100,001 - \$500,000	10.00	x \$155	= \$1,550	\$639 - \$2,039	41% - 47%	\$1,550	100%		
6 \$500,001 - \$1,000,000	28.00	x \$155	= \$4,340	\$2,039 - \$3,539	47% - 57%	\$4,340	100%		
7 \$1,000,001 and up	40.00	x \$155	= \$6,200	\$3,539 and up	57%	\$6,200	100%		
For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee									
1 Mechanical	10%					10%	100%		
2 Plumbing	10%					10%	100%		
3 Electrical	10%					10%	100%		
Permit Fee for Stand-Alone Mechanical Permit									
1 Up to \$2,000	1.00	x \$155	= \$155			\$155	100%		
2 \$2,001 - \$4,000	1.50	x \$155	= \$233			\$233	100%		
3 \$4,001 - \$10,000	2.00	x \$155	= \$310			\$310	100%		
4 \$10,001 and up	2.50	x \$155	= \$388			\$388	100%		
Permit Fee for Stand-Alone Plumbing Permit									
1 Up to \$2,000	1.00	x \$155	= \$155			\$155	100%		
2 \$2,001 - \$4,000	1.50	x \$155	= \$233			\$233	100%		
3 \$4,001 - \$10,000	2.00	x \$155	= \$310			\$310	100%		
4 \$10,001 and up	2.50	x \$155	= \$388			\$388	100%		
Permit Fee for Stand-Alone Electrical Permit									
1 Up to \$2,000	1.00	x \$155	= \$155			\$155	100%		
2 \$2,001 - \$4,000	1.50	x \$155	= \$233			\$233	100%		
3 \$4,001 - \$10,000	2.00	x \$155	= \$310			\$310	100%		
4 \$10,001 and up	2.50	x \$155	= \$388			\$388	100%		

City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Est. City Staff Labor Hrs	Fully-Burdened Hourly	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Stand-Alone or Combination Permit Fees (Alternative Calculation)									
	a) One Inspection Required	0.50	x \$155 =	\$78	varies	varies	\$78	100%	per permit	
	b) Two Inspections Required	1.00	x \$155 =	\$155	varies	varies	\$155	100%	per permit	
	c) Three Inspections Required	1.50	x \$155 =	\$233	varies	varies	\$233	100%	per permit	
	d) Four Inspections Required	2.00	x \$155 =	\$310	varies	varies	\$310	100%	per permit	
	e) Each Additional Inspection	0.50	x \$155 =	\$78	varies	varies	\$78	100%	per permit	

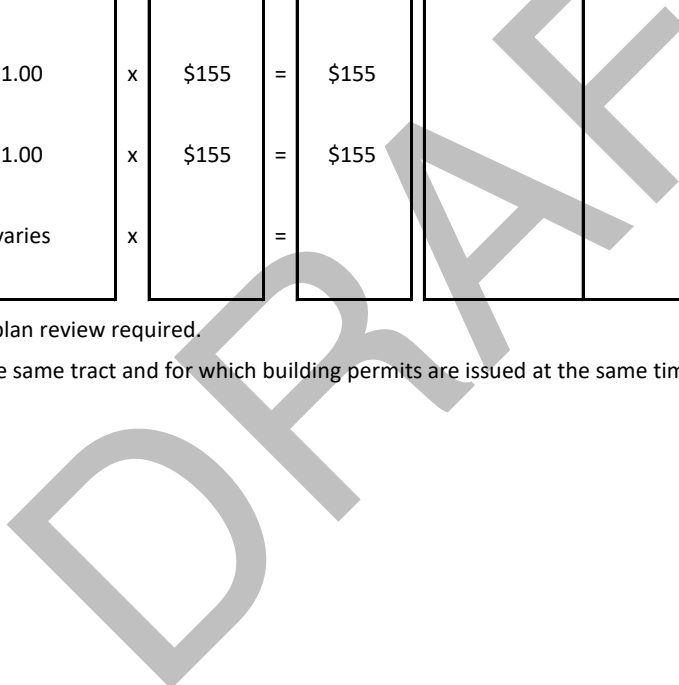
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City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Est. City Staff Labor Hrs	Fully-Burdened Hourly	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1 Plan Check Fees									
a) Plan Review Fee, if applicable	65%					65% of Building Permit Fee	100%		[a]
b) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg					1.5x full plan check fee for entire bldg	100%		
c) Expedited Plan Check (when applicable)	1.5x standard plan check fee					1.5x standard plan check fee	100%		
d) Tract Home (Production Units)	varies					10% of standard plan check fee	100%		[b]
e) Alternate Materials and Materials Review (per hour)	1.00	x \$155 =	\$155			\$155	100%		
f) Excess Plan Review Fee (4th and subsequent) (per hour)	1.00	x \$155 =	\$155			\$155	100%		
g) Revisions of Approved Plans	varies	x =				Hourly	100%		

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.



City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Est. City Staff Labor Hrs		Fully-Burdened Hourly	=	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1 Permit Issuance Fee	0.42	x	\$155	=	\$65	\$30	46%	\$65	100%		
2 General Plan Maintenance Fee (fee per \$1,000 valuation)					\$2.41	\$0.50	21%	\$0.60	25%		[a]
3 Technology Fee (percent of permit fee)					3%	n/a		3%	100%		
4 Strong Motion Instrumentation (SMI) Fee Calculation											
a) Residential						\$0.50 or valuation x .00013		\$0.50 or valuation x .00013			
b) Commercial						\$0.50 or valuation x .00028		\$0.50 or valuation x .00028			
5 Building Standards (SB 1473) Fee Calculation (Valuation)											
a) \$1 - \$25,000						\$1		\$1			
b) \$25,001 - \$50,000						\$2		\$2			
c) \$50,001 - \$75,000						\$3		\$3			
d) \$75,001 - \$100,000						\$4		\$4			
e) Each Add'l \$25,000 or fraction thereof						Add \$1		Add \$1			
6 Document Imaging											
a) First Sheet	0.08	x	\$155	=	\$13			\$13	100%		
b) Each Additional Sheet	0.03	x	\$155	=	\$5			\$5	100%		
7 Certificate of Occupancy											
a) Temporary Certificate of Occupancy (per 30 Days)	3.00	x	\$155	=	\$465			\$465	100%		
b) Certificate of Occupancy											
i) Single Family Residential	1.00	x	\$155	=	\$155			\$155	100%		
ii) Multi-Family Residential / Commercial	2.00	x	\$155	=	\$310			\$310	100%	per certificate	
8 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	1.50	x	\$155	=	\$233			\$233	100%		
Copies, Re-Print, Change Of Contractor											
9 Printing Scanned / Archived Drawings	0.07	x	\$155	=	\$10			\$10	100%	per page	
10 Job Card / Permit Re-Print	0.33	x	\$155	=	\$51			\$51	100%	per permit	
11 Change Of Contractor	0.50	x	\$155	=	\$78			\$78	100%		

City of Cathedral City
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Est. City Staff Labor Hrs		Fully-Burdened Hourly	=	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Violation Fees											
12 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)								equal to permit fee			
Other Fees											
13 Phased Inspection Fee (per inspection)	0.50	x	\$155	=	\$78			\$78	100%		
14 After Hours Inspection (per hour) (2-hour minimum)	1.20	x	\$155	=	\$186			\$186	100%		
15 Re-inspection Fee (2nd Time or More) (each)	0.50	x	\$155	=	\$78			\$78	100%		[b]
16 Missed inspection Fee	0.50	x	\$155	=	\$78			\$78	100%		
17 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	0.50	x	\$155	=	\$78			\$78	100%		

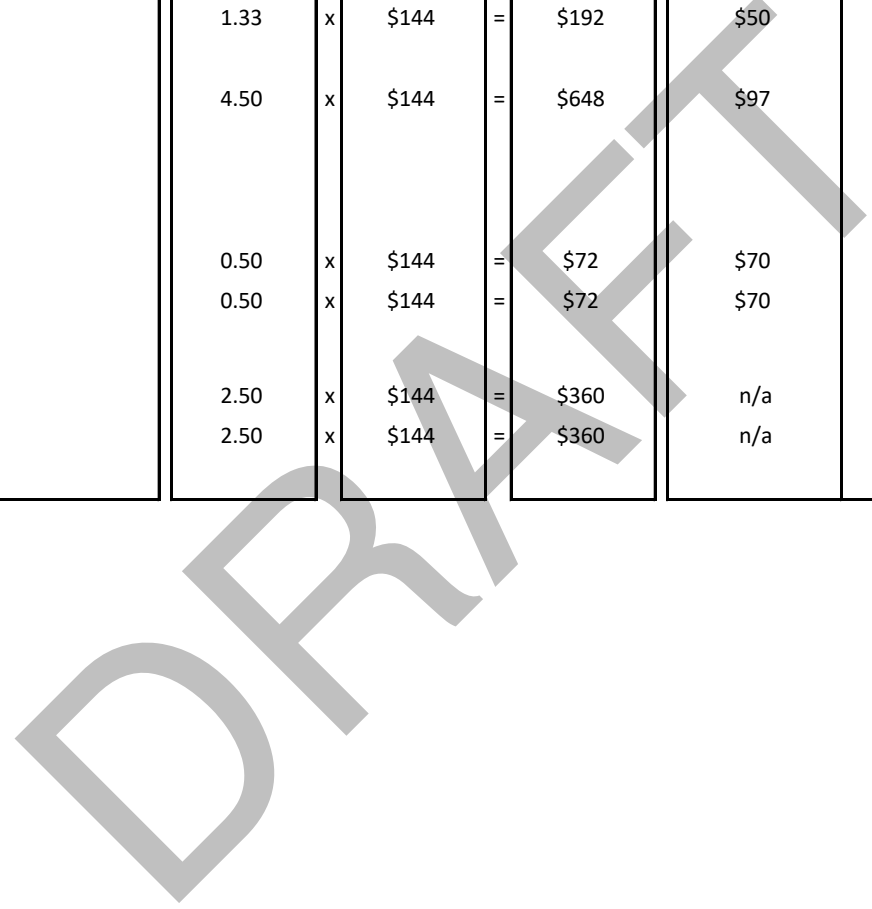
[a] Fee only applies to permits for new construction and additions.

[b] Reinspection fee applies after the first re-inspection.

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Code Enforcement Division
 Calculation of the Estimated Costs of Providing Fee Related Services

					Cost Recovery Information					
Fee Description		Estimated Labor Hours	Estimated Cost of Service	Estimated Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Garage Sale Permit	0.50	x \$144 =	\$72	\$25	35%	\$30	42%	each	
2	Street Vendor Permit									
	a) Initial	1.33	x \$144 =	\$192	\$200	104%	\$200	104%	each	
	b) Renewal	1.33	x \$144 =	\$192	\$50	26%	\$100	52%	each	
3	Release of Notice of Pendency Fee	4.50	x \$144 =	\$648	\$97	15%	\$225	35%	per recorded document	
4	Abandoned Property Registration & Monitoring Fee									
	a) Registration Fee									
	i) Initial	0.50	x \$144 =	\$72	\$70	97%	\$70	97%	per year	
	ii) Renewal	0.50	x \$144 =	\$72	\$70	97%	\$70	97%	per year	
	b) Monitoring Fee									
	i) Initial	2.50	x \$144 =	\$360	n/a	n/a	\$230	64%	per year	
	ii) Renewal	2.50	x \$144 =	\$360	n/a	n/a	\$230	64%	per year	



City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

				Cost Recovery Information							
Fee Description		Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes	
1	Land Subdivision										
	Parcel Map:										
	a) Final Parcel Map										
	i) Initial Sheet		14.50	\$188	\$ 2,732	\$1,560 plus \$21 per lot	60%	\$2,322	85%	per sheet	
	ii) Each Additional Sheet		4.00	\$188	\$ 754		n/a	\$641	85%	per sheet	
	b) Final Parcel Map - Amendment										
	i) Initial Sheet		14.50	\$188	\$ 2,732	\$ -	n/a	\$2,322	85%	per sheet	
	ii) Each Additional Sheet		4.00	\$188	\$ 754	\$ -	n/a	\$641	85%	per sheet	
	c) Substantial Conformance Review										
	i) Initial Sheet		17.25	\$188	\$ 3,250	\$ 1,070	33%	\$2,763	85%	per sheet	
ii) Each Additional Sheet		7.50	\$188	\$ 1,413	\$ -	n/a	\$1,201	85%	per sheet		
2	Tract Map:										
	a) Final Tract Map										
	i) Initial Sheet		15.50	\$188	\$ 2,921	\$1,890 plus \$21 per lot	72%	\$2,483	85%	per sheet	
	ii) Each Additional Sheet		4.50	\$188	\$ 848		n/a	\$721	85%	per sheet	
	b) Final Tract Map - Amendment										
	i) Initial Sheet		15.50	\$188	\$ 2,921	\$ -	n/a	\$2,483	85%	per sheet	
	ii) Each Additional Sheet		4.50	\$188	\$ 848	\$ -	n/a	\$721	85%	per sheet	
	c) Substantial Conformance Review										
	i) Initial Sheet		17.25	\$188	\$ 3,250	Bill hourly	varies	\$2,763	85%	per sheet	
	ii) Each Additional Sheet		7.50	\$188	\$ 1,413		n/a	\$1,201	85%	per sheet	
3	Reversion to Acreage:										
	a) Initial Sheet		16.00	\$188	\$ 3,015		n/a	\$2,563	85%	per sheet	
	b) Each Additional Sheet		4.00	\$188	\$ 754		n/a	\$641	85%	per sheet	
4	Lot Line Adjustment/Parcel Merger										
	a) Lot Line Adjustment		11.00	\$ 188	\$ 2,073	\$ 1,070	52%	\$2,073	100%	per request	
	b) Parcel Merger		11.00	\$ 188	\$ 2,073	\$ 1,070	52%	\$2,073	100%	per request	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrlly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
5 Street Dedication/Vacation									
a) Land Action Documents (Right-of-Way Easements/Grant Deeds, etc.)	11.25	\$188	\$ 2,120	\$ 450	21%	\$2,120	100%	per request	
b) Vacation of Street/Public Right-of-Way	14.00	\$188	\$ 2,638	\$ 450	17%	\$2,638	100%	per request	
6 Land Survey									
a) Record of Survey	3.25	\$ 188	\$ 612	Bill hourly	varies	\$521	85%	per request	
b) Certificate of Correction	4.25	\$ 188	\$ 801	Bill hourly	varies	\$681	85%	per request	
Grading / Project Improvements									
7 Plan Review (First 3 Reviews):									
a) Mass Grading / Stockpile									
i) Initial Sheet	1.50	\$ 188	\$ 283		n/a	\$283	100%	per sheet	
ii) Each Additional Sheet	0.50	\$ 188	\$ 94		n/a	\$94	100%	per sheet	
iii) Revisions - Initial Sheet	0.50	\$ 188	\$ 94		n/a	\$94	100%	per sheet	
iv) Revisions - Each Additional Sheet	0.50	\$ 188	\$ 94		n/a	\$94	100%	per sheet	
b) Rough Grading									
i) Initial Sheet	8.25	\$ 188	\$ 1,555	Bill hourly	varies	\$1,321	85%	per sheet	
ii) Each Additional Sheet	4.50	\$ 188	\$ 848	Bill hourly	varies	\$721	85%	per sheet	
iii) Revisions - Initial Sheet	7.00	\$ 188	\$ 1,319	Bill hourly	varies	\$1,121	85%	per sheet	
iv) Revisions - Each Additional Sheet	5.00	\$ 188	\$ 942	Bill hourly	varies	\$801	85%	per sheet	
c) Precise Grading - Commercial									
i) Initial Sheet	11.25	\$ 188	\$ 2,120	Bill hourly	varies	\$1,802	85%	per sheet	
ii) Each Additional Sheet	7.00	\$ 188	\$ 1,319	Bill hourly	varies	\$1,121	85%	per sheet	
iii) Revisions - Initial Sheet	9.00	\$ 188	\$ 1,696	Bill hourly	varies	\$1,441	85%	per sheet	
iv) Revisions - Each Additional Sheet	6.00	\$ 188	\$ 1,131	Bill hourly	varies	\$961	85%	per sheet	
d) Precise Grading - Tract Homes									
i) Initial Sheet	6.50	\$ 188	\$ 1,225	Bill hourly	varies	\$1,041	85%	per sheet	
ii) Each Additional Sheet	1.25	\$ 188	\$ 236	Bill hourly	varies	\$200	85%	per sheet	
iii) Revisions - Initial Sheet	3.50	\$ 188	\$ 660	Bill hourly	varies	\$561	85%	per sheet	
iv) Revisions - Each Additional Sheet	1.25	\$ 188	\$ 236	Bill hourly	varies	\$200	85%	per sheet	

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrlly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
e) Precise Grading									
i) Precise Grading - Infill Home	3.00	\$ 188	\$ 565	Bill hourly	varies	\$480	85%		
ii) Precise Grading - Custom Home	6.00	\$ 188	\$ 1,131	Bill hourly	varies	\$961	85%		
f) PM 10 (Fugitive Dust Control)									
i) PM 10 Packet	2.50	\$ 188	\$ 471	\$ 570	121%	\$471	100%	each	
ii) PM 10 Full Size Plan	4.00	\$ 188	\$ 754	\$ -	n/a	\$754	100%	each	
iii) Revisions - Packet	2.00	\$ 188	\$ 377	\$ -	n/a	\$377	100%	per sheet	
iv) Revisions - Full Size Plan	1.50	\$ 188	\$ 283	\$ -	n/a	\$283	100%	per sheet	
g) Street Improvements									
i) Initial Sheet	9.00	\$ 188	\$ 1,696	\$ 1,490	88%	\$1,441	85%	per sheet	
ii) Each Additional Sheet	4.00	\$ 188	\$ 754	\$ 683	91%	\$641	85%	per sheet	
iii) Revisions - Initial Sheet	6.00	\$ 188	\$ 1,131	\$ -	n/a	\$961	85%	per sheet	
iv) Revisions - Each Additional Sheet	3.00	\$ 188	\$ 565	\$ -	n/a	\$480	85%	per sheet	
h) Storm Drain									
i) Initial Sheet	9.00	\$ 188	\$ 1,696	\$ 1,390	82%	\$1,441	85%	per sheet	
ii) Each Additional Sheet	4.00	\$ 188	\$ 754	\$ 683	91%	\$641	85%	per sheet	
iii) Revisions - Initial Sheet	6.00	\$ 188	\$ 1,131	\$ -	n/a	\$961	85%	per sheet	
iv) Revisions - Each Additional Sheet	3.00	\$ 188	\$ 565	\$ -	n/a	\$480	85%	per sheet	
i) Signing and Striping									
i) Initial Sheet	8.00	\$ 188	\$ 1,507	\$ 410	27%	\$1,281	85%	per sheet	
ii) Each Additional Sheet	4.00	\$ 188	\$ 754	\$ 410	54%	\$641	85%	per sheet	
iii) Revisions - Initial Sheet	7.00	\$ 188	\$ 1,319	\$ -	n/a	\$1,121	85%	per sheet	
iv) Revisions - Each Additional Sheet	4.00	\$ 188	\$ 754	\$ -	n/a	\$641	85%	per sheet	
j) Traffic Signal									
i) Initial Sheet	12.00	\$ 188	\$ 2,261	\$ 750	33%	\$1,922	85%	per sheet	
ii) Each Additional Sheet	6.00	\$ 188	\$ 1,131	\$ 683	60%	\$961	85%	per sheet	
iii) Revisions - Initial Sheet	5.00	\$ 188	\$ 942	\$ -	n/a	\$801	85%	per sheet	
iv) Revisions - Each Additional Sheet	3.00	\$ 188	\$ 565	\$ -	n/a	\$480	85%	per sheet	

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrlly Rate	Cost of Service	Cost Recovery Information						
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes	
k) Sidewalk (when submitted separately from grading plan)										
i) Initial Sheet	5.00	\$ 188	\$ 942	\$ 1,490	158%	\$801	85%	per sheet		
ii) Each Additional Sheet	2.00	\$ 188	\$ 377	\$ 683	181%	\$320	85%	per sheet		
iii) Revisions - Initial Sheet	4.00	\$ 188	\$ 754	\$ -	n/a	\$641	85%	per sheet		
iv) Revisions - Each Additional Sheet	2.00	\$ 188	\$ 377	\$ -	n/a	\$320	85%	per sheet		
l) Traffic Control Plan	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$320	85%	per sheet		
m) Record Drawings Review										
i) Initial Sheet	5.00	\$ 188	\$ 942	Bill Hourly	varies	\$801	85%	per sheet		
ii) Each Additional Sheet	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%	per sheet		
n) Hydrology Report	9.00	\$ 188	\$ 1,696	Bill Hourly	varies	\$1,441	85%	per report		
i) Revisions	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%	per report		
o) Traffic Study	11.00	\$ 188	\$ 2,073	Bill Hourly	varies	\$2,073	100%	per study		
p) Traffic Letter	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$377	100%	per letter		
q) Water Quality Mgmt. Plan Report (WQMP)	12.00	\$ 188	\$ 2,261	Bill Hourly	varies	\$2,261	100%	per report		
i) Revisions	5.00	\$ 188	\$ 942	Bill Hourly	varies	\$942	100%	per report		
r) Stormwater Pollution Prevention Plan (SWPPP)	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%	per plan		
i) Revisions	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%	per plan		
s) Sewer and Water - Onsite or Offsite										
i) Initial Sheet	1.00	\$ 188	\$ 188	\$ 1,240	658%	\$160	85%	per sheet		
ii) Each Additional Sheet	0.50	\$ 188	\$ 94	\$ 683	725%	\$80	85%	per sheet		
iii) Revisions - Initial Sheet	0.50	\$ 188	\$ 94	\$ -	n/a	\$80	85%	per sheet		
iv) Revisions - Each Additional Sheet	0.50	\$ 188	\$ 94	\$ -	n/a	\$80	85%	per sheet		
8 Plan Review (>3 Reviews)	1.00	\$ 188	\$ 188	\$200 per sheet	n/a	\$160	85%	per hour		
9 Expedited Plan Review Fee	varies	\$ 188	varies		n/a	1.5x standard fee	varies			[a]
10 Permit Inspection										
a) Mass Grading / Stockpile										
i) Per 1,056 CY	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%	1,056		

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrlly Rate	Cost of Service	Cost Recovery Information				Unit	Notes
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
b) Rough Grading									
i) First 3 Acres	5.00	\$ 188	\$ 942	Bill Hourly	varies	\$801	85%		
ii) Each Additional Acre	0.75	\$ 188	\$ 141	Bill Hourly	varies	\$120	85%		
c) Precise Grading									
i) Single Family Infill Lot	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		
ii) Single Family Custom Home Lot	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		
iii) Tract Home (per lot)	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$320	85%		
iv) All Others									
a) Without Rough Grading									
i) First 3 Acres	5.00	\$ 188	\$ 942	Bill Hourly	varies	\$801	85%		
ii) Each Additional Acre	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%		
b) Subsequent to Rough Grading									
i) First 3 Acres	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		
ii) Each Additional Acre	0.50	\$ 188	\$ 94	Bill Hourly	varies	\$80	85%		
d) Street Improvements - On-Site									
i) Up to 500 LF	12.00	\$ 188	\$ 2,261	Bill Hourly	varies	\$1,922	85%		[d],[f]
ii) 500 - 1,000 LF	20.00	\$ 188	\$ 3,769	Bill Hourly	varies	\$3,203	85%		[d],[e],[f]
iii) Each Additional 1,000 LF	10.00	\$ 188	\$ 1,884	Bill Hourly	varies	\$1,602	85%		[d],[e],[f]
e) On-Site Improvements Other Than Street Improvements									
i) Up to 5,000 Sq Ft	13.00	\$ 188	\$ 2,450	Bill Hourly	varies	\$2,082	85%		[e],[f]
ii) 5,000 Sq Ft - 10,000 Sq Ft	25.00	\$ 188	\$ 4,711	Bill Hourly	varies	\$4,004	85%		[e],[f]
iii) Each Additional 10,000 Sq Ft	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		[e],[f]
f) PM10 (per year)									
i) Single Family Infill Lot <10,000 Sq Ft	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		[b]
ii) > 10,000 Sq Ft - < 10 Acres	12.00	\$ 188	\$ 2,261	Bill Hourly	varies	\$1,922	85%		[b] , [c]
iii) 10 - 50 Acres	18.00	\$ 188	\$ 3,392	Bill Hourly	varies	\$2,883	85%		[b] , [c]
iv) 51 - 200 Acres	24.00	\$ 188	\$ 4,522	Bill Hourly	varies	\$3,844	85%		[b] , [c]
v) > 200 Acres	30.00	\$ 188	\$ 5,653	Bill Hourly	varies	\$4,805	85%		[b] , [c]

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrlly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
11 Encroachment Permits									
a) Street Improvements - Off-Site									
i) Up to 500 LF	17.00	\$ 188	\$ 3,203	Bill Hourly	varies	\$2,723	85%		[d]
ii) 500 - 1,000 LF	28.00	\$ 188	\$ 5,276	Bill Hourly	varies	\$4,485	85%		[d],[e]
iii) Each Additional 1,000 LF	13.00	\$ 188	\$ 2,450	Bill Hourly	varies	\$2,082	85%		[d],[e]
b) Storm Drain Line									
i) Up to 500 LF	8.00	\$ 188	\$ 1,507	Bill Hourly	varies	\$1,281	85%		
ii) 500 - 1,000 LF	14.00	\$ 188	\$ 2,638	Bill Hourly	varies	\$2,242	85%		[e]
iii) Each Additional 1,000 LF	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%		[e]
c) Storm Drain Inlet/Outlet Structures									
i) Up to 5	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		
ii) Each Additional	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%		
d) Storm Drain Retention (Underground Systems)	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%	per unit	
e) Off-site Signing and Striping									
i) Up to 500 LF	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		[g]
ii) 500 - 1,000 LF	8.00	\$ 188	\$ 1,507	Bill Hourly	varies	\$1,281	85%		[e],[g]
iii) Each Additional 1,000 LF	1.50	\$ 188	\$ 283	Bill Hourly	varies	\$240	85%		[e],[g]
f) Traffic Signal	32.00	\$ 188	\$ 6,030	Bill Hourly	varies	\$5,125	85%		
g) NPDES									
i) SWPPP									
a) Single Family Infill Lot <10,000 Sq Ft	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$320	85%	per year	[h]
b) > 10,000 Sq Ft - < 10 Acres	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%	per year	[h]
c) 10 - 50 Acres	9.00	\$ 188	\$ 1,696	Bill Hourly	varies	\$1,441	85%	per year	[h]
d) 51 - 200 Acres	12.00	\$ 188	\$ 2,261	Bill Hourly	varies	\$1,922	85%	per year	[h]
e) > 200 Acres	15.00	\$ 188	\$ 2,826	Bill Hourly	varies	\$2,402	85%	per year	[h]
ii) Water Quality Mgmt. Plan (WQMP)	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%	each	[i]
h) Bond Reduction Request	11.50	\$ 188	\$ 2,167	Bill Hourly	varies	\$1,842	85%		

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
i) Final Inspection/Acceptance									
i) Single Family Lot <10,000 Sq Ft	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%		[j]
ii) > 10,000 Sq Ft - < 2 Acres	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		[k]
ii) > 2 Acres - < 10 Acres	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%		[k]
iii) > 10 - < 50 Acres	6.00	\$ 188	\$ 1,131	Bill Hourly	varies	\$961	85%		[k]
iv) > 50 - 200 Acres	8.00	\$ 188	\$ 1,507	Bill Hourly	varies	\$1,281	85%		[k]
v) > 200 Acres	10.00	\$ 188	\$ 1,884	Bill Hourly	varies	\$1,602	85%		[k]
j) Traffic Control									
i) Up to Two Consecutive Days	1.25	\$ 188	\$ 236	Bill Hourly	varies	\$200	85%		[l]
ii) Three - Five Consecutive Days	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%		
iii) Each Additional Consecutive Day (Up to 10 Days)	0.75	\$ 188	\$ 141	Bill Hourly	varies	\$120	85%	per day	
iv) 11+ Days (Up to 60 Calendar Days Max)	10.00	\$ 188	\$ 1,884	Bill Hourly	varies	\$1,602	85%		
k) Cut/Bore/Vault/Pot Hole									
i) Residential	2.50	\$ 188	\$ 471	\$ 106	23%	\$400	85%	each	
ii) Commercial	4.00	\$ 188	\$ 754	\$ 106	14%	\$641	85%		

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrlly Rate	Cost of Service	Cost Recovery Information						
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes	
m) Excavation / Trenching										
i) First 100 LF	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%			
ii) Each Additional 100 LF	0.50	\$ 188	\$ 94	Bill Hourly	varies	\$80	85%			
n) Sidewalk										
i) Up to 20 Lineal Feet	1.50	\$ 188	\$ 283	Bill Hourly	varies	\$240	85%			
ii) 20 - 100 Lineal Feet	2.00	\$ 188	\$ 377	Bill Hourly	varies	\$320	85%			
iii) Each Additional 100 Lineal Feet	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%			
o) Sewer and Water - Private On Site	4.00	\$ 188	\$ 754	Bill Hourly	varies	\$641	85%			
p) Night Work (per night)	8.00	\$ 188	\$ 1,507	Bill Hourly	varies	\$1,281	85%			
q) Excess Inspection / Missed Inspection / Re-Inspection / Re-Call Compliance Inspections	1.00	\$ 188	\$ 188	Bill Hourly	varies	\$160	85%			
r) Stop Work Notice Release	3.00	\$ 188	\$ 565	Bill Hourly	varies	\$480	85%			
12 Research/Administrative										
a) Subdivision Improvement Agreement (SIA)	12.00	\$ 188	\$ 2,261	\$ 570	25%	\$1,922	85%	per request		
b) SIA - Time Extension	7.00	\$ 188	\$ 1,319		n/a	\$1,121	85%	per request		
c) Assignment & Assumptions Agreement	13.00	\$ 188	\$ 2,450	\$ 570	23%	\$2,082	85%	per request		
d) Flood Plain										
i) Research/FEMA App	3.00	\$ 188	\$ 565		n/a	\$480	85%	per request		
ii) Community Acknowledgement Form	1.50	\$ 188	\$ 283		n/a	\$240	85%	per request		
e) Bid Protest Review	8.00	\$ 188	\$ 1,507		n/a	\$1,281	85%			
f) Misc Research (per request, per hour)	1.00	\$ 188	\$ 188		n/a	\$160	85%			[m]
g) Misc Covenant Review & Approval	2.50	\$ 188	\$ 471		n/a	\$400	85%			
h) CC&R Review (per request)	16.00	\$ 188	\$ 3,015		n/a	\$2,563	85%			
i) Streetlight Application Review and Covenant	2.50	\$ 188	\$ 471		n/a	\$400	85%			
13 Reactivation of Permit										
a) Reactivation of an Expired Minor Permit	varies	\$ 188	varies		varies	10% of original permit fee	varies	each		[n]
b) Reactivation of an Expired Major Permit	2.00	\$ 188	\$ 377		n/a	20% of original permit fee	100%	each		[n]
14 Technology Enhancement Fee					n/a	3% of fee	n/a			

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Engineering Division
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Time (Hours)	Fully-Burd'nd Hrly Rate	Cost of Service	Cost Recovery Information					
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
15 Transportation Permits									
a) Annual	2.50	\$ 188	\$ 471	\$ 90	19%	\$90	19%	each	
b) Single Event	1.50	\$ 188	\$ 283	\$ 16	6%	\$16	6%	each	
16 Pool Drain Permit	0.25	\$ 188	\$ 47		n/a	\$31	65%	each	
17 Business License Inspection	1.00	\$ 188	\$ 188		n/a	\$188	100%	each	
18 NPDES Inspections									
a) Food Use	1.00	\$ 188	\$ 188		n/a	\$188	100%		
b) Hazardous Waste									
i) without Storage	1.00	\$ 188	\$ 188		n/a	\$188	100%		
ii) with Storage	1.25	\$ 188	\$ 236		n/a	\$236	100%		
19 Park/Gazebo Rentals									[o]

[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.

[b] For PM10 annual permit.

[c] Fee generally assumes one inspection per month. Additional inspections billed using re-inspection fee.

[d] Includes, curb, gutter, and sidewalk. Excludes driveways.

[e] Rounded up to nearest thousand feet.

[f] Excluding building foundation footprint.

[g] Footage based on centerline street length.

[h] Annual inspection cost.

[i] Includes Water Quality Management Plan specific covenant.

[j] Includes tract single family homes, does not include tract final.

[k] Includes tract finals.

[l] Permanent patching of pavement at same location will count as a subsequent consecutive day.

[m] Estimate provided up front.

[n] Assumes no changes to original permit.

[o] Based on recommendation from PACE and final approval by City Council.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Fire Prevention Division of the Fire Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Hours	Estimated Cost of Service	Estimated Cost of Service	Cost Recovery Information						
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes	
1 Water Based Fire Protection Systems (1)										
a) Fire Sprinkler Commercial/Multi Family/Other - New System										
i) Plan Review (up to 50 heads)	2.75	\$156	\$429	varies	varies	\$429	100%	per installation		
ii) Inspection (up to 50 heads)	3.75	\$156	\$585	varies	varies	\$585	100%	per installation		
b) Fire Sprinkler Commercial/Multi Family/Other - Alteration										
i) Plan Review (up to 25 heads)	1.25	\$156	\$195	varies	varies	\$195	100%	per installation		
ii) Inspection (up to 25 heads)	1.75	\$156	\$273	varies	varies	\$273	100%	per installation		
c) Fire Sprinkler, Per additional head - New or Alteration										
i) Plan Review	0.01	\$156	\$1	varies	varies	\$1	100%	per head		
ii) Inspection	0.01	\$156	\$2	varies	varies	\$2	100%	per head		
d) Fire Sprinkler Single Family/Duplex - New System										
i) Plan Review	1.50	\$156	\$234	varies	varies	\$234	100%	per installation		
ii) Inspection	2.50	\$156	\$390	varies	varies	\$390	100%	per installation		
e) Fire Sprinkler Single Family/Duplex - Alteration of Existing System										
i) Plan Review	1.50	\$156	\$234	varies	varies	\$234	100%	per installation		
ii) Inspection	1.50	\$156	\$234	varies	varies	\$234	100%	per installation		
f) Standpipe										
i) Plan Review (per vertical standpipe)	2.00	\$156	\$312	varies	varies	\$312	100%	per system		
ii) Inspection (per vertical standpipe)	4.00	\$156	\$624	varies	varies	\$624	100%	per system		
g) Fire Protection Underground System										
i) Plan Review	1.50	\$156	\$234	varies	varies	\$234	100%	each		
ii) Inspection	4.00	\$156	\$624	varies	varies	\$624	100%	each		
h) Per Additional Sprinkler Riser or Hydrant										
i) Plan Review	1.50	\$156	\$234	varies	varies	\$234	100%	each		
ii) Inspection	2.00	\$156	\$312	varies	varies	\$312	100%	each		
2 Fire Alarm System (1):										
a) Fire Alarm - New System										
i) Plan Review (up to 25 devices)	1.00	\$156	\$156	varies	varies	\$156	100%	per system		
ii) Inspection (up to 25 devices)	1.00	\$156	\$156	varies	varies	\$156	100%	per system		
b) Fire Alarm - Alteration										
i) Plan Review (up to 5 devices)	1.00	\$156	\$156	varies	varies	\$156	100%	per system		
ii) Inspection (up to 5 devices)	1.00	\$156	\$156	varies	varies	\$156	100%	per system		
c) Per Additional Device										
i) Plan Review - New or Alteration	0.02	\$156	\$2	varies	varies	\$2	100%	per device		
ii) Inspection - New or Alteration	0.02	\$156	\$3	varies	varies	\$3	100%	per device		

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 Fire Prevention Division of the Fire Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Labor Hours	Estimated Cost of Service	Estimated Cost of Service	Cost Recovery Information						
				Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes	
3 Alternative Automatic Extinguishing Systems (Dry, Wet, CO2, Halon, UL 300, Clean										
a) Plan Review	1.50	\$156	= \$234	varies	varies	\$234	100%	per system		
b) Inspection	2.25	\$156	= \$351	varies	varies	\$351	100%	per system		
4 Other Fire Construction Reviews and Inspections (2):										
a) LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, Industrial Oven, & other Fire Construction Permit										
i) Plan Review	1.50	\$156	= \$234	varies	varies	\$234	100%	per system		
ii) Inspection	0.01	\$156	= \$2	varies	varies	\$2	100%	per system		
b) Public School Access & Water Supply Plan Check (hourly) - Minimum 1 hour review deposit required (3)	1.00	\$156	= \$156	varies	varies	\$156	100%	per review		
5 Hazardous Activities Installation/Removal Permits Above Ground - Hazardous Materials Tank and/or Pipe Installation or Removal (1 tank)(4):	2.00	\$156	= \$312	varies	varies	\$312	100%	per tank system		
Permits to Operate (Type of Permit Activity)										
6 Amusement Building	0.50	\$156	= \$78	varies	varies	\$78	100%			
7 Carnivals and Fairs	1.00	\$156	= \$156	varies	varies	\$156	100%			
8 Combustible Dust Operations	0.50	\$156	= \$78	varies	varies	\$78	100%			
9 Covered Mall Buildings	2.00	\$156	= \$312	varies	varies	\$312	100%			
10 Exhibits and Trade Shows	1.00	\$156	= \$156	varies	varies	\$156	100%			
11 Explosives or Blasting Agents	1.00	\$156	= \$156	varies	varies	\$156	100%			
12 Mobile Fueling	0.50	\$156	= \$78	varies	varies	\$78	100%			
13 Recreational or Bon Fire	1.00	\$156	= \$156	varies	varies	\$156	100%			
14 Theatrical Fire Performance	2.00	\$156	= \$312	varies	varies	\$312	100%			
15 High Pile Storage	0.50	\$156	= \$78	varies	varies	\$78	100%			
16 Hot Work Operations	0.50	\$156	= \$78	varies	varies	\$78	100%			
17 Industrial Ovens	0.50	\$156	= \$78	varies	varies	\$78	100%			
18 Lumber Yards	1.00	\$156	= \$156	varies	varies	\$156	100%			
19 Misc. Combustible Storage	1.00	\$156	= \$156	varies	varies	\$156	100%			
20 Places of Assembly										
a) Less than 300 occupant load	1.00	\$156	= \$156	varies	varies	\$156	100%			
b) 300 - 999 occupant load	1.00	\$156	= \$156	varies	varies	\$156	100%			
c) 1,000 or more occupant load	2.00	\$156	= \$312	varies	varies	\$312	100%			

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 Fire Prevention Division of the Fire Department
 Calculation of the Estimated Costs of Providing Fee Related Services

				Cost Recovery Information					
Fee Description	Estimated Labor Hours	Estimated Cost of Service	Estimated Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
21 Commercial Day Care Facility									
a) 7 - 49 persons	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) 50 - 149 persons	1.00	\$156	= \$156	varies	varies	\$156	100%		
c) 150 or more persons	1.50	\$156	= \$234	varies	varies	\$234	100%		
22 Institutional									
a) Less than 6 patients	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) 6 or more patients	0.50	\$156	= \$78	varies	varies	\$78	100%		
c) Detention facilities	2.00	\$156	= \$312	varies	varies	\$312	100%		
23 Apartments/Hotels/Motels									
a) 3 - 16 units	1.00	\$156	= \$156	varies	varies	\$156	100%		
b) 17 - 32 units	1.50	\$156	= \$234	varies	varies	\$234	100%		
c) 33 or more units	2.00	\$156	= \$312	varies	varies	\$312	100%		
24 Large Family Day Care									
a) Large Family Day Care	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) Pre-inspection (at hourly rate)	0.50	\$156	= \$78	varies	varies	\$78	100%		
25 850 Inspections									
a) 850 Inspection (at hourly rate)	0.50	\$156	= \$78	varies	varies	\$78	100%		
26 Residential Care Facilities									
a) 7 or more residents	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) Pre-inspection (at hourly rate)	0.50	\$156	= \$78	varies	varies	\$78	100%		
27 Temporary Membrane Structures (Tents/Canopies)									
a) 401 - 1,499 SF	0.50	\$156	= \$78	varies	varies	\$78	100%		
b) 1,500 - 2,999 SF	0.50	\$156	= \$78	varies	varies	\$78	100%		
c) 3,000 - 5,999 SF	1.00	\$156	= \$156	varies	varies	\$156	100%		
d) 6,000 or more SF	1.50	\$156	= \$234	varies	varies	\$234	100%		
28 Annual Inspection: Above Ground - Flammable / Combustible Liquid Tank and/or	1.00	\$156	= \$156	varies	varies	\$156	100%	per tank system	
29 New Construction Plan Check (6):									
a) A - Assembly	2.50	\$156	= \$390	varies	varies	\$390	100%	each	
b) B, I, M - Business, Institutional, Mercantile	2.00	\$156	= \$312	varies	varies	\$312	100%	each	
c) E, R-1, R-2 - Educational, Multi-Family	2.50	\$156	= \$390	varies	varies	\$390	100%	each	
d) F, S, H - Factory, Storage, Hazardous	2.50	\$156	= \$390	varies	varies	\$390	100%	each	
e) R-3 - Single Family	1.00	\$156	= \$156	varies	varies	\$156	100%	each	
f) All Tenant Improvements	1.00	\$156	= \$156	varies	varies	\$156	100%	each	
g) U - Utility Structures and Buildings	1.00	\$156	= \$156	varies	varies	\$156	100%	each	
h) All Shell Buildings	1.00	\$156	= \$156	varies	varies	\$156	100%	each	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Fire Prevention Division of the Fire Department
 Calculation of the Estimated Costs of Providing Fee Related Services

				Cost Recovery Information					
Fee Description	Estimated Labor Hours	Estimated Cost of Service	Estimated Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Other Miscellaneous Fees									
30 Copy of Incident Report (per incident)	0.50	\$156 =	\$78	varies	varies	\$15			
31 Media Reproduction (audio, video, photographic)	varies			varies	varies	Actual Cost			
32 Emergency Response Caused by DUI	varies			varies	varies	Actual Cost			
33 Weed Abatement Administrative Parcel Fee	2.00	\$156 =	\$312	varies	varies	\$312			
34 Code Appeal (per hour)	1.00	\$156 =	\$156	varies	varies	\$156			
35 Fire Flow / Hydrant Test	3.00	\$156 =	\$468	varies	varies	\$468			
36 Minimum Intake Fee	1.00	\$156 =	\$156	varies	varies	\$156			
37 Voluntary Inspection	2.00	\$156 =	\$312	varies	varies	\$312			
38 Technical Report (alternate material or method request)	4.00	\$156 =	\$624	varies	varies	\$624			
39 Inspection Requests (after normal business hours) (7)				varies	varies	1.5 x charge amount			
40 Excessive resubmittals and inspections	1.00	\$156 =	\$156	varies	varies	\$156		each	
41 Administrative Fee (work without a permit)	2.50	\$156 =	\$390	varies	varies	\$390			
42 Code Review or Design Consultation (per hour)	1.00	\$156 =	\$156	varies	varies	\$156			
43 Fire Prevention Division Hourly Rate	1.00	\$156 =	\$156	varies	varies	\$156			
44 Late Payment Penalty for Permits									
a) 30 days past due						\$50			
b) 60 days past due						\$100			
c) 90 days past due						\$200			
45 Special Request for Fire Department Personnel Services	overtime rate by rank	overtime rate by rank	overtime rate by rank	overtime rate by rank		overtime rate by rank	100%	per hour	

- (1) Fee includes up to two plan checks or three inspections. Additional costs to be recovered at staff hourly rate.
- (2) Fee includes up to two plan checks or two inspections. Additional costs to be recovered at staff hourly rate.
- (3) Actual costs - may also be charged by actual costs using the fully burdened hourly rates plus any outside consultant costs if applicable. Review time exceeding initial hours assumed for establishing deposit is billed at hourly rate.
- (4) Fee includes plan check and up to two inspections. Additional costs to be recovered at staff hourly rate.
- (5) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request. The standard number of hours estimated can be calculated by dividing the fee amount by \$157, the Division's fully-burdened hourly rate. For example, a fee amount of \$314 assumes roughly 2.00 hours will be required to perform a standard request for the fee related service. Review and inspection efforts that exceed the standard number of hours used to calculate the fee by more than one hour will be billed hourly for any time spent in excess of the standard hours built into the fee.
- (6) Planning submittals for fire review and related correspondence, meetings, etc. may be charged for at hourly rate during the construction plan review.
- (7) Inspection outside normal work hours will require hourly fees in addition to other required fees.

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)						Estimated Cost of Service					
		Plan'g	Eng'rg	Bldg	PD	Fire	Total Hours	\$189	\$188	\$155	\$189	\$156	Total
	ADULT ORIENTED BUSINESSES:												
1	Sexually Oriented Business New Permit	10.00			3.00		13.00	\$1,890	\$0	\$0	\$567	\$0	\$2,457
2	Sexually Oriented Business Renewal Permit	3.50			3.00		6.50	\$662	\$0	\$0	\$567	\$0	\$1,229
3	ANNEXATION TO CATHEDRAL CITY:	215.00					215.00	\$40,635	\$0	\$0	\$0	\$0	\$40,635
	APPEALS:												
4	Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	11.50					11.50	\$2,174	\$0	\$0	\$0	\$0	\$2,174
	SIMILAR USE DETERMINATION:												
5	Similar use determination - Administration	2.50					2.50	\$473	\$0	\$0	\$0	\$0	\$473
6	Similar use determination by PC	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$1,134
	CONDITIONAL USE PERMITS:												
7	CUP - Including design review for new structure or modification	42.00	1.00	2.50			45.50	\$7,938	\$188	\$388	\$0	\$0	\$8,514
8	CUP - Use only - no structural alteration / modification	10.00					10.00	\$1,890	\$0	\$0	\$0	\$0	\$1,890
9	CUP - Alcohol, Garage > 800 sq ft, Other Minor	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$1,512
10	CUP - Revisions / Modifications - Major	22.00					22.00	\$4,158	\$0	\$0	\$0	\$0	\$4,158
11	CUP - Revisions / Modifications - Minor	10.00					10.00	\$1,890	\$0	\$0	\$0	\$0	\$1,890
	DESIGN REVIEWS:												
12	Design Review - Administrative Approval												
	a) without Architectural Review Committee Required	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$1,134
	b) with Architectural Review Committee Required	13.00					13.00	\$2,457	\$0	\$0	\$0	\$0	\$2,457
13	Design Review - Discretionary Approval	42.00	1.00	2.50			45.50	\$7,938	\$188	\$388	\$0	\$0	\$8,514
14	Design Review - Duplex 3-4 Units	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$1,512
15	Design Review - Single Family	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
16	Design Review - Discretionary Revisions	22.00					22.00	\$4,158	\$0	\$0	\$0	\$0	\$4,158

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
ADULT ORIENTED BUSINESSES:										
1	Sexually Oriented Business New Permit	\$840		flat fee	34%	100%	\$2,457		flat fee	
2	Sexually Oriented Business Renewal Permit	\$600		flat fee	49%	100%	\$1,229		flat fee	
3	ANNEXATION TO CATHEDRAL CITY:		\$16,260	deposit	40%	100%		\$20,000	deposit	
APPEALS:										
4	Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	\$270		flat fee	12%	46%	\$1,000		flat fee	
SIMILAR USE DETERMINATION:										
5	Similar use determination - Administration	\$120		flat fee	25%	100%	\$473		flat fee	
6	Similar use determination by PC	\$460		flat fee	41%	100%	\$1,134		flat fee	
CONDITIONAL USE PERMITS:										
7	CUP - Including design review for new structure or modification		\$2,170	deposit	25%	100%		\$8,514	minimum fee / initial deposit	
8	CUP - Use only - no structural alteration / modification		\$1,030	deposit	54%	100%		\$1,890	minimum fee / initial deposit	
9	CUP - Alcohol, Garage > 800 sq ft, Other Minor		\$1,030	deposit	68%	50%		\$756	minimum fee / initial deposit	
10	CUP - Revisions / Modifications - Major		\$1,540	deposit	37%	100%		\$4,158	minimum fee / initial deposit	
11	CUP - Revisions / Modifications - Minor		\$1,540	deposit	81%	100%		\$1,890	minimum fee / initial deposit	
DESIGN REVIEWS:										
12	Design Review - Administrative Approval									
	a) without Architectural Review Committee Required		\$680	deposit	60%	100%		\$1,134	minimum fee / initial deposit	
	b) with Architectural Review Committee Required		\$680	deposit	28%	100%		\$2,457	minimum fee / initial deposit	
13	Design Review - Discretionary Approval		\$2,170	deposit	25%	100%		\$8,514	minimum fee / initial deposit	
14	Design Review - Duplex 3-4 Units		\$680	deposit	45%	100%		\$1,512	minimum fee / initial deposit	
15	Design Review - Single Family		\$120	deposit	42%	100%		\$284	minimum fee / initial deposit	
16	Design Review - Discretionary Revisions		\$1,140	deposit	27%	100%		\$4,158	minimum fee / initial deposit	

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City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)						Estimated Cost of Service						
		Plan'g	Eng'rg	Bldg	PD	Fire	Total Hours	\$189	\$188	\$155	\$189	\$156	Total	
	ENVIRONMENTAL PROCESSING:													
15	Negative Declaration	25.00					25.00	\$4,725	\$0	\$0	\$0	\$0	\$0	\$4,725
16	Environmental Impact Report	87.00					87.00	\$16,443	\$0	\$0	\$0	\$0	\$0	\$16,443
	FILM PERMITS:													
17	Film Permit - Still Fee	5.00					5.00	\$945	\$0	\$0	\$0	\$0	\$0	\$945
	a) plus Daily Fee, or	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$0	\$284
	b) Weekly Fee	5.00					5.00	\$945	\$0	\$0	\$0	\$0	\$0	\$945
18	Film/Video	5.00					5.00	\$945	\$0	\$0	\$0	\$0	\$0	\$945
	a) plus Daily Fee, or	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$0	\$284
	b) Weekly Fee	5.00					5.00	\$945	\$0	\$0	\$0	\$0	\$0	\$945
	PLANNED UNIT DEVELOPMENTS:													
19	PUD	85.00					85.00	\$16,065	\$0	\$0	\$0	\$0	\$0	\$16,065
20	Amended/Revised PUD	42.00					42.00	\$7,938	\$0	\$0	\$0	\$0	\$0	\$7,938
	PLANS:													
21	General Plan Amendment	40.50					40.50	\$7,655	\$0	\$0	\$0	\$0	\$0	\$7,655
22	Change of Zone	40.50					40.50	\$7,655	\$0	\$0	\$0	\$0	\$0	\$7,655
23	Change of Zone w / GPA	58.00					58.00	\$10,962	\$0	\$0	\$0	\$0	\$0	\$10,962
24	Specific Plan	106.00					106.00	\$20,034	\$0	\$0	\$0	\$0	\$0	\$20,034
25	Specific Plan Amendment	45.00					45.00	\$8,505	\$0	\$0	\$0	\$0	\$0	\$8,505
26	Development Agreements	44.50					44.50	\$8,411	\$0	\$0	\$0	\$0	\$0	\$8,411

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
ENVIRONMENTAL PROCESSING:										
15	Negative Declaration		\$1,540	deposit	33%	100%		\$4,725	minimum fee / initial deposit	
16	Environmental Impact Report		\$15,000	deposit	91%	100%		\$16,443	minimum fee / initial deposit	
FILM PERMITS:										
17	Film Permit - Still Fee	\$50		flat fee	5%	100%	\$945		flat fee	
	a) plus Daily Fee, or	\$10		flat fee	4%	100%	\$284		flat fee	
	b) Weekly Fee	\$50		flat fee	5%	100%	\$945		flat fee	
18	Film/Video	\$100		flat fee	11%	100%	\$945		flat fee	
	a) plus Daily Fee, or	\$25		flat fee	9%	100%	\$284		flat fee	
	b) Weekly Fee	\$125		flat fee	13%	100%	\$945		flat fee	
PLANNED UNIT DEVELOPMENTS:										
19	PUD		\$3,190	deposit	20%	100%		\$16,065	minimum fee / initial deposit	
20	Amended/Revised PUD		\$2,000	deposit	25%	100%		\$7,938	minimum fee / initial deposit	
PLANS:										
21	General Plan Amendment		\$2,570	deposit	34%	100%		\$7,655	minimum fee / initial deposit	
22	Change of Zone		\$2,570	deposit	34%	100%		\$7,655	minimum fee / initial deposit	
23	Change of Zone w / GPA		\$7,650	deposit	70%	100%		\$10,962	minimum fee / initial deposit	
24	Specific Plan		\$5,950	deposit	30%	100%		\$20,034	minimum fee / initial deposit	
25	Specific Plan Amendment		\$2,980	deposit	35%	100%		\$8,505	minimum fee / initial deposit	
26	Development Agreements		\$5,000	deposit	59%	100%		\$8,411	minimum fee / initial deposit	

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)						Estimated Cost of Service						
		Plan'g	Eng'rg	Bldg	PD	Fire	Total Hours	\$189	\$188	\$155	\$189	\$156	Total	
	SIGN PERMITS:													
27	Master Sign Program	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$0	\$1,512
28	Window Signs - NonExempt	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$0	\$95
29	Drive thru menu boards	4.50					4.50	\$851	\$0	\$0	\$0	\$0	\$0	\$851
30	Subdivision sign	6.50					6.50	\$1,229	\$0	\$0	\$0	\$0	\$0	\$1,229
31	New Sign - Wall	2.00					2.00	\$378	\$0	\$0	\$0	\$0	\$0	\$378
32	Monument Signs													
	a) Shopping Center	7.00					7.00	\$1,323	\$0	\$0	\$0	\$0	\$0	\$1,323
	b) All Others	3.50					3.50	\$662	\$0	\$0	\$0	\$0	\$0	\$662
33	Billboards	32.00					32.00	\$6,048	\$0	\$0	\$0	\$0	\$0	\$6,048
34	Temporary Signs	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$0	\$95
35	Alteration of sign face	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$0	\$95
36	Special permit for noncommercial murals													
	SUBDIVISION MAPS:													
37	Tentative / Vesting Parcel Maps-up to 4 parcels	25.00					25.00	\$4,725	\$0	\$0	\$0	\$0	\$0	\$4,725
38	Tentative / Vesting Tract Maps-up to 10 lots	35.00					35.00	\$6,615	\$0	\$0	\$0	\$0	\$0	\$6,615
39	Tentative Tract Maps - per additional lot	0.25					0.25	\$47	\$0	\$0	\$0	\$0	\$0	\$47
40	Map Revisions	12.00					12.00	\$2,268	\$0	\$0	\$0	\$0	\$0	\$2,268
41	Reversion to Acreage	25.00					25.00	\$4,725	\$0	\$0	\$0	\$0	\$0	\$4,725

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
SIGN PERMITS:										
27	Master Sign Program	\$600		flat fee	40%	100%	\$1,512		flat fee	
28	Window Signs - NonExempt	\$40		flat fee	42%	100%	\$95		flat fee	[a]
29	Drive thru menu boards	\$220		flat fee	26%	100%	\$851		flat fee	[a]
30	Subdivision sign	\$540		flat fee	44%	100%	\$1,229		flat fee	[a]
31	New Sign - Wall	\$160		flat fee	42%	100%	\$378		flat fee	[a]
32	Monument Signs									
	a) Shopping Center	\$300		flat fee	23%	100%	\$1,323		flat fee	[a]
	b) All Others	\$300		flat fee	45%	100%	\$662		flat fee	[a]
33	Billboards	varies		flat fee		100%	\$6,048		flat fee	[a]
34	Temporary Signs	\$40		flat fee	42%	100%	\$95		flat fee	[a]
35	Alteration of sign face	\$40		flat fee	42%	100%	\$95		flat fee	[a]
36	Special permit for noncommercial murals			fixed by resolution, section 9.62.070, 1999 0000					fixed by resolution, section 9.62.070, 1999 0000	
SUBDIVISION MAPS:										
37	Tentative / Vesting Parcel Maps-up to 4 parcels		\$2,170	deposit	46%	100%		\$4,725	minimum fee / initial deposit	
38	Tentative / Vesting Tract Maps-up to 10 lots		\$2,980	deposit	45%	100%		\$6,615	minimum fee / initial deposit	
39	Tentative Tract Maps - per additional lot	\$19		per lot fee	40%	100%		\$50	minimum fee / initial deposit	
40	Map Revisions		\$1,030	deposit	45%	100%		\$2,268	minimum fee / initial deposit	
41	Reversion to Acreage		\$2,170	deposit	46%	100%		\$4,725	minimum fee / initial deposit	

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)						Estimated Cost of Service					
		Plan'g	Eng'rg	Bldg	PD	Fire	Total Hours	\$189	\$188	\$155	\$189	\$156	Total
	MISCELLANEOUS:												
	INSPECTIONS:												
42	Final Inspection (2)	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
43	Re-inspections for Final Approval	1.00					1.00	\$189	\$0	\$0	\$0	\$0	\$189
44	Final Landscape Inspection	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
45	Inspection - Commercial												
	a) Alterations/Additions - Non-Residential	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
	b) New Construction - Up to 5 acres	2.50					2.50	\$473	\$0	\$0	\$0	\$0	\$473
	c) New Construction - 5 acres or greater	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$1,134
46	Inspection - Residential												
	a) Alterations/Additions - Residential	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$95
	b) Residential - SFD	1.00					1.00	\$189	\$0	\$0	\$0	\$0	\$189
	c) Residential - MFD - up to 4 units	2.50					2.50	\$473	\$0	\$0	\$0	\$0	\$473
	d) Residential - Multi-family over 4 units	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$1,134
	PLAN CHECK:												
47	Final Landscape Plan	5.50					5.50	\$1,040	\$0	\$0	\$0	\$0	\$1,040
48	Plan Check Fee - Commercial												
	a) Alterations / Additions - Non-Residential	1.50					1.50	\$284	\$0	\$0	\$0	\$0	\$284
	b) Up to 5 acres	11.00					11.00	\$2,079	\$0	\$0	\$0	\$0	\$2,079
	c) 5 acres or greater	16.50					16.50	\$3,119	\$0	\$0	\$0	\$0	\$3,119
49	Plan Check Fees - Residential												
	a) Alterations / Additions - Residential	0.50					0.50	\$95	\$0	\$0	\$0	\$0	\$95
	b) Residential - SFD	1.25					1.25	\$236	\$0	\$0	\$0	\$0	\$236
	c) Residential - MFD - up to 4 units	3.25					3.25	\$614	\$0	\$0	\$0	\$0	\$614
	d) Residential - Multi-family over 4 units	13.00					13.00	\$2,457	\$0	\$0	\$0	\$0	\$2,457

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City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
MISCELLANEOUS:										
INSPECTIONS:										
42	Final Inspection (2)	varies		flat fee	0%	100%	\$284		flat fee	
43	Re-inspections for Final Approval	varies		flat fee	0%	100%	\$189		flat fee	
44	Final Landscape Inspection	varies		flat fee	0%	100%	\$284		flat fee	
45	Inspection - Commercial									
	a) Alterations/Additions - Non-Residential	varies		flat fee	0%	100%	\$284		flat fee	
	b) New Construction - Up to 5 acres	varies		flat fee	0%	100%	\$473		flat fee	
	c) New Construction - 5 acres or greater	varies		flat fee	0%	100%	\$1,134		flat fee	
46	Inspection - Residential									
	a) Alterations/Additions - Residential	varies		flat fee	0%	100%	\$95		flat fee	
	b) Residential - SFD	varies		flat fee	0%	100%	\$189		flat fee	
	c) Residential - MFD - up to 4 units	varies		flat fee	0%	100%	\$473		flat fee	
	d) Residential - Multi-family over 4 units	varies		flat fee	0%	100%	\$1,134		flat fee	
PLAN CHECK:										
47	Final Landscape Plan	varies	\$460	deposit	44%	100%	\$1,040	\$1,040	minimum fee / initial deposit	
48	Plan Check Fee - Commercial									
	a) Alterations / Additions - Non-Residential	varies		deposit	0%	100%		\$198	minimum fee / initial deposit	
	b) Up to 5 acres	varies	\$920	deposit	44%	100%		\$2,079	minimum fee / initial deposit	
	c) 5 acres or greater	varies	\$1,380	deposit	44%	100%		\$3,119	minimum fee / initial deposit	
49	Plan Check Fees - Residential									
	a) Alterations / Additions - Residential	\$100		flat fee	106%	100%	\$95		flat fee	
	b) Residential - SFD	\$100		flat fee	42%	100%	\$236		flat fee	
	c) Residential - MFD - up to 4 units	\$270		flat fee	44%	100%	\$614		flat fee	
	d) Residential - Multi-family over 4 units		\$600	deposit	24%	100%		\$2,457	minimum fee / initial deposit	

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City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Estimated Labor Time (Hours)						Estimated Cost of Service						
		Plan'g	Eng'rg	Bldg	PD	Fire	Total Hours	\$189	\$188	\$155	\$189	\$156	Total	
	STREET NAME CHANGE:													
50	Street Name Change	7.00		8.00			15.00	\$1,323	\$0	\$1,240	\$0	\$0	\$2,563	
	TIME EXTENSIONS:													
51	Time Extensions	10.00					10.00	\$1,890	\$0	\$0	\$0	\$0	\$1,890	
	SPECIAL USE PERMITS:													
52	Special Use Permits (SUP) - Minor	3.00					3.00	\$567	\$0	\$0	\$0	\$0	\$567	
53	Special Use Permits (SUP)	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$1,512	
54	Downtown Core SUP (Includes C'wide Events)	12.00					12.00	\$2,268	\$0	\$0	\$0	\$0	\$2,268	
55	Dance Permit	6.00					6.00	\$1,134	\$0	\$0	\$0	\$0	\$1,134	
	VARIANCES:													
56	Variance	22.00					22.00	\$4,158	\$0	\$0	\$0	\$0	\$4,158	
57	Administrative Variance - Minor	3.00					3.00	\$567	\$0	\$0	\$0	\$0	\$567	
58	Administrative Variance	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$1,512	
	OTHER FEES:													
59	General Plan & Zoning Letter (Zoning Confirmation Letter)	4.25					4.25	\$803	\$0	\$0	\$0	\$0	\$803	
60	Zoning Compliance Letter	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$1,512	
61	RV Parking Permit	2.25					2.25	\$425	\$0	\$0	\$0	\$0	\$425	
62	Handbill Permit	1.75					1.75	\$331	\$0	\$0	\$0	\$0	\$331	
	HOUSING:													
63	Senate Bill (SB) 330 Application Review	8.00					8.00	\$1,512	\$0	\$0	\$0	\$0	\$1,512	
	PRE-APPLICATION / CONCEPTUAL DESIGN REVIEW:													
64	Conceptual Design Review	14.00					14.00	\$2,646	\$0	\$0	\$0	\$0	\$2,646	
65	PUBLIC NOTICING:													
	Public Noticing												\$500	
	HOURLY BILLING RATES FOR DEPOSITS													
66	Hourly Billing Rates													

[a] Fee reduced by 50% if part of sign program.

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Current Fixed Fee or Minimum Fee	Current Initial Deposit	Current Fee Structure	Current Cost Recovery	Targeted Cost Recovery	Proposed Fixed Fee or Minimum Fee	Proposed Initial Deposit	Proposed Fee Structure	Note
	STREET NAME CHANGE:									
50	Street Name Change	\$430		flat fee	17%	100%	\$2,563		flat fee	
	TIME EXTENSIONS:									
51	Time Extensions	50%		of original processing cost	0%	100%	\$1,890		flat fee	
	SPECIAL USE PERMITS:									
52	Special Use Permits (SUP) - Minor	\$300		flat fee	53%	100%	\$567		flat fee	
53	Special Use Permits (SUP)	\$300		flat fee	20%	100%	\$1,512		flat fee	
54	Downtown Core SUP (Includes C'wide Events)	\$510		flat fee	22%	100%	\$2,268		flat fee	
55	Dance Permit	\$220		flat fee	19%	100%	\$1,134		flat fee	
	VARIANCES:									
56	Variance		\$2,170	deposit	52%	100%		\$4,158	minimum fee / initial deposit	
57	Administrative Variance - Minor	\$110		flat fee	19%	100%	\$567		flat fee	
58	Administrative Variance	\$110		flat fee	7%	100%	\$1,512		flat fee	
	OTHER FEES:									
59	General Plan & Zoning Letter (Zoning Confirmation Letter)	\$100		flat fee	12%	37%	\$295		flat fee	
60	Zoning Compliance Letter	\$100		flat fee	7%	100%	\$1,512		flat fee	
61	RV Parking Permit	\$300		flat fee	71%	100%	\$425		flat fee	
62	Handbill Permit	\$140		flat fee	42%	100%	\$331		flat fee	
	HOUSING:									
63	Senate Bill (SB) 330 Application Review					100%	\$1,512		flat fee	
	PRE-APPLICATION / CONCEPTUAL DESIGN REVIEW:									
64	Conceptual Design Review					50%	\$1,323		flat fee	
65	PUBLIC NOTICING:									
	Public Noticing					100%	\$500		flat fee	
	HOURLY BILLING RATES FOR DEPOSITS									
66	Hourly Billing Rates					100%		See rate sched	per hour	

[a] Fee reduced by 50% if part of sign program.

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - General Plan Update Fee

Estimated Expenditures

Description	Total	Amortization / Update Frequency	Annual Cost	Notes
General Plan Update	\$ 1,500,000	15	\$ 100,000	[a]
Housing Element	\$ 100,000	4	\$ 25,000	[a]
Zoning Code	\$ 50,000	1	\$ 50,000	[a]
Total	\$ 1,650,000		\$ 175,000	

Average Revenue

Description	FY 18/19	FY 19/20	Average	Notes
General Plan Maint Fees	\$ 29,815	\$ 42,763	\$ 36,289	

Current Cost Recovery

Description	Total	Notes
Current Annual Fee Revenue	\$ 36,289	
Annual Revenue Requirement	\$ 175,000	
General Plan Update Fee as % of Permit Fee	20.74%	

Cost Recovery Analysis

Description	Current Fee	Increase Required for Full Cost Recovery	Cost of Svc	Target Cost Recovery	Proposed Fee	Fee Change	Notes
General Plan Maintenance Fee (per \$1,000 valuation)	\$0.50	382.24%	\$2.41	25.00%	\$0.60	20.56%	

Notes:

[a] Source: Conservative estimates of update costs. Amounts will likely be higher when factoring in costs of in-house labor.

City of Cathedral City
 User and Regulatory Fee Study
 Cost of Service Calculation - Technology Enhancement Fee

Estimated Expenditures

#	Description	Total	Amortization / Update Frequency	Annual Cost	Note
1	Software	\$42,248	10	\$ 4,225	[a]
2	Hardware	\$65,000	10	\$ 6,500	[a]
3	Implementation	\$443,460	10	\$ 44,346	[a]
4	Contingency (10%)	\$44,346	10	\$ 4,435	[a]
5	Total	\$595,054		\$ 59,505	

Estimated Base for Revenue

#	Acct Desc	Total	Note
6	Fees With Tech Fee Applied	\$ 1,500,000	[b]
7		\$ 1,500,000	

Calculation of Fee at Full Cost Recovery

#	Description	Total
8	Annual Revenue Requirement	\$ 59,505
9	Estimated Annual Permit Fees	\$ 1,500,000
10	Technology Fee as a Percent of Permit Fee	4%

Cost Recovery Analysis

#	Description	Current Fee	Fee at Full Cost Recovery	Proposed Fee	Notes
11	Technology Enhancement Fee	n/a	4%	5%	

Revenue Analysis

#	Description	Current Revenue	Revenue at Full Cost Recovery	Revenue at Targeted Fee	GF Subsidy at Current Fee	GF Subsidy at Proposed Fee
12	Technology Enhancement Fee	n/a	\$59,505	\$ 59,505	\$ 59,505	\$0
13	Cost Recovery %			100%		

[a] Useful life and ongoing licensing costs, and annual revenues estimated by ClearSource. Amounts are intended to represent reasonable estimates. Based on actual project costs for growing community.
 [b] Fee revenue will vary from year-to-year based on annual volume.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Hourly Billing Rate Type	Sergeant	Officer	Analyst	Prop & Evidence Tech II	Police Svc Assistant	Records Specialist	Total	
1	Report Copies									
	a) Traffic Collision Report	FBHR						0.25	0.25	x
	b) All Other Reports	FBHR						0.25	0.25	x
	c) Photos / Digital Media (e.g. Flash Drive) if provided by City	FBHR							0.00	x
2	Citation Sign-Off									
	a) CCPD Citation, CC Resident	FBHR		0.17				0.08	0.25	x
	b) Non-CCPD Citation, CC Resident	FBHR		0.17				0.08	0.25	x
	c) Non-Resident	FBHR		0.17				0.08	0.25	x
3	Residency Letter	FBHR						0.50	0.50	x
4	Local Criminal History	FBHR						0.50	0.50	x
5	ABC Letter	FBHR						0.50	0.50	x
6	Vehicle Release	FBHR	0.17	1.00				0.50	1.67	x
7	Repossession Receipt	FBHR						0.25	0.25	x
8	Alarm User Permit									
	a) Initial permit application	FBHR			0.50				0.50	x
	b) Renewal permit application	FBHR			0.33				0.33	x
	c) Late Filing Fees									
	i) 30 days Late Fee (add to base permit fee)	FBHR			0.17				0.17	x
	ii) 90 Days Late Fee (add to base permit fee)	FBHR			0.33				0.33	x
	d) Re-Issued Alarm User Permit	FBHR			(fee collected for non-compliance)					
9	Excessive False Alarms (Permitted Alarm Systems):									
	a) First false alarm									
	i) Burglary	FBHR		0.50	0.33				0.83	x
	ii) Duress/robbery	FBHR		1.00	0.33				1.33	x
	b) Second false alarm									
	i) Burglary	FBHR		0.50	0.33				0.83	x
	ii) Duress/robbery	FBHR		1.00	0.33				1.33	x
	c) Third false alarm									
	i) Burglary	FBHR		0.50	0.33				0.83	x
	ii) Duress/robbery	FBHR		1.00	0.33				1.33	x
	d) Fourth false alarm and Each Additional									
	i) Burglary	FBHR	0.17	0.50	0.50				1.17	x
	ii) Duress/robbery	FBHR	0.17	1.00	0.50				1.67	x

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Hourly Billing Rate Type	Sergeant	Officer	Analyst	Prop & Evidence Tech II	Police Svc Assistant	Records Specialist	Total	
10	Excessive False Alarms (Non-Permitted Alarm Systems):									
	a) First false alarm									
	i) Burglary	FBHR								(fee collected for non-compliance)
	ii) Duress/robbery	FBHR								(fee collected for non-compliance)
	b) Second and Each Additional									
	i) Burglary	FBHR								(fee collected for non-compliance)
	ii) Duress/robbery	FBHR								(fee collected for non-compliance)
11	Online Alarm Education Diversion Course									
12	Carry Concealed Weapon License									
	a) Initial Application (Plus applicable DOJ fees)	FBHR	2.00					1.00	3.00	x
	b) Renewal (Plus applicable DOJ fees)	FBHR	0.33					1.00	1.33	x
	c) Duplicate / Amended License (Plus applicable DOJ fees)	FBHR	0.08					0.25	0.33	x
	d) Psychological Testing, if Required (Plus applicable DOJ fees)	FBHR								
13	Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	Labor		1.00	0.50				1.50	x
14	DUI Traffic Collision Response	Labor	0.50	4.00	1.00				5.50	x
15	Special Service Requests									
	a) Regular Time									
	i) Police Sergeant	Labor	1.00						1.00	x
	ii) Police Officer	Labor		1.00					1.00	x
	b) Over-Time									
	i) Police Sergeant	Labor	1.00						1.00	x
	ii) Police Officer	Labor		1.00					1.00	x

[a] Fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Sergeant	Officer	Analyst	Prop & Evidence Tech II	Police Svc Assistant	Records Specialist	Estimated Cost of Service	Materials	Total Cost of Service
1	Report Copies									
	a) Traffic Collision Report	\$248	\$174	\$146	\$130	\$130	\$90	= \$23	+ \$0	= \$23
	b) All Other Reports	\$248	\$174	\$146	\$130	\$130	\$90	= \$23	+ \$0	= \$23
	c) Photos / Digital Media (e.g. Flash Drive) if provided by City	\$248	\$174	\$146	\$130	\$130	\$90	= \$0	+ \$10	= \$10
2	Citation Sign-Off									
	a) CCPD Citation, CC Resident	\$248	\$174	\$146	\$130	\$130	\$90	= \$37	+ \$0	= \$37
	b) Non-CCPD Citation, CC Resident	\$248	\$174	\$146	\$130	\$130	\$90	= \$37	+ \$0	= \$37
	c) Non-Resident	\$248	\$174	\$146	\$130	\$130	\$90	= \$37	+ \$0	= \$37
3	Residency Letter	\$248	\$174	\$146	\$130	\$130	\$90	= \$45	+ \$0	= \$45
4	Local Criminal History	\$248	\$174	\$146	\$130	\$130	\$90	= \$45	+ \$0	= \$45
5	ABC Letter	\$248	\$174	\$146	\$130	\$130	\$90	= \$45	+ \$0	= \$45
6	Vehicle Release	\$248	\$174	\$146	\$130	\$130	\$90	= \$260	+ \$0	= \$260
7	Repossession Receipt	\$248	\$174	\$146	\$130	\$130	\$90	= \$23	+ \$0	= \$23
8	Alarm User Permit									
	a) Initial permit application	\$248	\$174	\$146	\$130	\$130	\$90	= \$73	+ \$0	= \$73
	b) Renewal permit application	\$248	\$174	\$146	\$130	\$130	\$90	= \$49	+ \$0	= \$49
	c) Late Filing Fees									
	i) 30 days Late Fee (add to base permit fee)	\$248	\$174	\$146	\$130	\$130	\$90	= \$24	+ \$0	= \$24
	ii) 90 Days Late Fee (add to base permit fee)	\$248	\$174	\$146	\$130	\$130	\$90	= \$49	+ \$0	= \$49
	d) Re-Issued Alarm User Permit									
9	Excessive False Alarms (Permitted Alarm Systems):									
	a) First false alarm									
	i) Burglary	\$248	\$174	\$146	\$130	\$130	\$90	= \$136	+ \$0	= \$136
	ii) Duress/robbery	\$248	\$174	\$146	\$130	\$130	\$90	= \$223	+ \$0	= \$223
	b) Second false alarm									
	i) Burglary	\$248	\$174	\$146	\$130	\$130	\$90	= \$136	+ \$0	= \$136
	ii) Duress/robbery	\$248	\$174	\$146	\$130	\$130	\$90	= \$223	+ \$0	= \$223
	c) Third false alarm									
	i) Burglary	\$248	\$174	\$146	\$130	\$130	\$90	= \$136	+ \$0	= \$136
	ii) Duress/robbery	\$248	\$174	\$146	\$130	\$130	\$90	= \$223	+ \$0	= \$223
	d) Fourth false alarm and Each Additional									
	i) Burglary	\$248	\$174	\$146	\$130	\$130	\$90	= \$201	+ \$0	= \$201
	ii) Duress/robbery	\$248	\$174	\$146	\$130	\$130	\$90	= \$288	+ \$0	= \$288

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Sergeant	Officer	Analyst	Prop & Evidence Tech II	Police Svc Assistant	Records Specialist	Estimated Cost of Service	Materials	Total Cost of Service
10	Excessive False Alarms (Non-Permitted Alarm Systems):									
	a) First false alarm									
	i) Burglary									
	ii) Duress/robbery									
	b) Second and Each Additional									
	i) Burglary									
	ii) Duress/robbery									
11	Online Alarm Education Diversion Course									
12	Carry Concealed Weapon License									
	a) Initial Application (Plus applicable DOJ fees)	\$248	\$174	\$146	\$130	\$130	\$90	= \$586	+ \$0	= \$586
	b) Renewal (Plus applicable DOJ fees)	\$248	\$174	\$146	\$130	\$130	\$90	= \$173	+ \$0	= \$173
	c) Duplicate / Amended License (Plus applicable DOJ fees)	\$248	\$174	\$146	\$130	\$130	\$90	= \$43	+ \$0	= \$43
	d) Psychological Testing, if Required (Plus applicable DOJ fees)									
13	Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	\$135	\$94	\$76	\$71	\$71	\$49	= \$132	+ \$0	= \$132
14	DUI Traffic Collision Response	\$135	\$94	\$76	\$71	\$71	\$49	= \$520	+ \$0	= \$520
15	Special Service Requests									
	a) Regular Time									
	i) Police Sergeant	\$135	\$94	\$76	\$71	\$71	\$49	= \$135	+ \$0	= \$135
	ii) Police Officer	\$135	\$94	\$76	\$71	\$71	\$49	= \$94	+ \$0	= \$94
	b) Over-Time									
	i) Police Sergeant	\$171	\$120	\$97	\$90	\$90	\$62	= \$171	+ \$0	= \$171
	ii) Police Officer	\$171	\$120	\$97	\$90	\$90	\$62	= \$120	+ \$0	= \$120

[a] Fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Report Copies						
	a) Traffic Collision Report	\$0.25 / page	varies	\$20	89%	per report	
	b) All Other Reports	\$0.25 / page	varies	\$0.25 / page	varies	per page	
	c) Photos / Digital Media (e.g. Flash Drive) if provided by City	\$5	50%	\$10	100%	per device	
2	Citation Sign-Off						
	a) CCPD Citation, CC Resident	No Charge	0%	No Charge	0%	per citation	
	b) Non-CCPD Citation, CC Resident	\$10	27%	\$15	41%	per citation	
	c) Non-Resident	\$20	55%	\$25	68%	per citation	
3	Residency Letter	\$20	44%	\$45	100%	per request	
4	Local Criminal History	\$20	44%	\$45	100%	per request	
5	ABC Letter	\$20	44%	\$45	100%	per request	
6	Vehicle Release	\$110 - \$155	60%	\$225	86%	per request	
7	Repossession Receipt	\$15	67%	\$15	67%	each	[a]
8	Alarm User Permit						
	a) Initial permit application	\$35	48%	\$50	68%	each	
	b) Renewal permit application	\$30	62%	\$40	82%	each	
	c) Late Filing Fees						
	i) 30 days Late Fee (add to base permit fee)	\$10	41%	\$15	62%	each	
	ii) 90 Days Late Fee (add to base permit fee)	\$20	41%	\$25	51%	each	
	d) Re-Issued Alarm User Permit	\$200	n/a	\$200	n/a	each	
9	Excessive False Alarms (Permitted Alarm Systems):						
	a) First false alarm						
	i) Burglary	No Charge	0%	No Charge	0%	each	
	ii) Duress/robbery	No Charge	0%	No Charge	0%	each	
	b) Second false alarm						
	i) Burglary	\$100	37%	\$125	46%	each	
	ii) Duress/robbery	\$100	22%	\$125	28%	each	
	c) Third false alarm						
	i) Burglary	\$150	61%	\$175	74%	each	
	ii) Duress/robbery	\$150	37%	\$175	45%	each	
	d) Fourth false alarm and Each Additional						
	i) Burglary	\$200	74%	\$225	86%	each	
	ii) Duress/robbery	\$200	47%	\$225	55%	each	

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Police Department
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information				Unit	Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
10	Excessive False Alarms (Non-Permitted Alarm Systems):						
	a) First false alarm						
	i) Burglary	\$100		\$125		each	
	ii) Duress/robbery	\$100		\$125		each	
	b) Second and Each Additional						
	i) Burglary	\$200		\$225		each	
	ii) Duress/robbery	\$200		\$225		each	
11	Online Alarm Education Diversion Course	\$25		\$25		each	
12	Carry Concealed Weapon License						
	a) Initial Application (Plus applicable DOJ fees)	\$100	17%	\$200	34%	per application	
	b) Renewal (Plus applicable DOJ fees)	\$90	52%	\$150	87%	per application	
	c) Duplicate / Amended License (Plus applicable DOJ fees)			\$25	58%	per request	
	d) Psychological Testing, if Required (Plus applicable DOJ fees)			Actual Cost	100%	each	
13	Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	Actual Cost	100%	\$125	95%	per response	
14	DUI Traffic Collision Response	Actual Cost	100%	\$520	100%	per incident	
15	Special Service Requests						
	a) Regular Time						
	i) Police Sergeant	Actual Cost	100%	\$135	100%	per hour	
	ii) Police Officer	Actual Cost	100%	\$94	100%	per hour	
	b) Over-Time						
	i) Police Sergeant	Actual Cost	100%	\$171	100%	per hour	
	ii) Police Officer	Actual Cost	100%	\$120	100%	per hour	

[a] Fee established by State of California.

City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Short-Term Rental Permit
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enf'rcmt	Total
1	Short-Term Rental Permit Fee								
	a) Homesharing Permit			Examined in 2020 - No Changes Proposed					
	b) Short-Term Vacation Rental Permit			Examined in 2020 - No Changes Proposed					

[a] Maximum permit fee established by State of California.

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Short-Term Rental Permit
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Finance	Planning	Building	Fire Prev	Police	Engin'rg	Code Enf'rcmt	Estimated Cost of Service
1	Short-Term Rental Permit Fee								
	a) Homesharing Permit			Examined in 2020 - No Changes Proposed					\$525
	b) Short-Term Vacation Rental Permit			Examined in 2020 - No Changes Proposed					\$1,950

[a] Maximum permit fee established by State of California.

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City of Cathedral City
 Cost of Service Study for Analyzing User and Regulatory Fees
 Short-Term Rental Permit
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Short-Term Rental Permit Fee						
	a) Homesharing Permit	\$525	100%	\$525	100%	per year	
	b) Short-Term Vacation Rental Permit	\$1,950	100%	\$1,950	100%	per year	

[a] Maximum permit fee established by State of California.

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APPENDIX B

ILLUSTRATION OF COST OF SERVICE AND PROPOSED FEE CHANGES

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Illustration of Proposed Fee Changes

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City of Cathedral City Illustration of Proposed Fee Changes

Fee Type	Page
Business License Application Review and Inspection Fees	3
Cannabis Business Licensing and Use Permit Fees	4
Building Permit Fees	5
Code Enforcement Fees (Garage Sale Permit, Street Vendor Permit, etc.)	7
Engineering	8
Fire Prevention Fees	19
Planning	26
Police	32
Short Term Rental Permits	35

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City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - BUSINESS LICENSE APPLICATION REVIEW AND INSPECTION FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Business License Processing Fee					
a) New	\$84	\$20	\$40	each	
b) Renewal	\$42	\$7	\$20	each	
2 Duplicate License	\$11	\$5	\$5	each	
3 Review for Home Occupation License	\$95	\$40	\$50	each	
4 Fire Inspection Review for Business License	\$78	\$26	\$40	each	
5 Building Inspection for Business License	\$78	\$24	\$78	each	
6 Planning Inspection for Business License, If Required	\$95	\$24	\$95	each	
7 Engineering Inspection for Business License, If Required	\$94	\$24	\$94	each	
8 Police Review for Business License					
a) Massage - Establishment					
i) Initial	\$261	\$220	\$245	each	
ii) Renewal	\$87	\$220	\$80	each	
b) Massage - Therapist / Practitioner					
i) Initial	\$261	\$220	\$245	each	
ii) Renewal	\$87	\$220	\$80	each	
c) Pawnbroker, Secondhand dealer, ice cream truck, etc.					
i) Initial - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	\$131	varies	\$131	each	
ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice cream truck, etc.)	\$87	varies	\$75	each	
d) Sexually Oriented Business					
i) Initial	\$261	\$220	\$245	each	
ii) Renewal	\$87	\$220	\$80	each	
e) All Others, If Required					
i) Initial	\$131	varies	\$131	each	
ii) Renewal	\$87	varies	\$75	each	
9 Bingo Permit	\$84	\$53	\$50	each	[a]

[a] Maximum permit fee established by State of California.

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - CANNABIS BUSINESS LICENSING AND USE PERMIT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Cannabis License					
a) Initial Deposit for Review of License Application	varies	\$7,500	\$7,500	initial deposit	[a]
b) Renewal or Modification of License					
i) License Renewal	varies	\$5,900	\$5,900	flat fee	
ii) Modification/Change of Ownership	varies	\$4,500	\$4,500	initial deposit	
c) Background Investigation (per person)	varies	\$3,500	\$3,500	initial deposit	

[a] Includes one background investigation.

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City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - BUILDING PERMIT AND PLAN REVIEW FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Permit Issuance Fee	\$65	\$15 - \$30	\$65		
2 General Plan Maintenance Fee (fee per \$1,000 valuation)	\$2.41	\$0.50	\$0.60		[a]
3 Technology Fee (percent of permit fee)	3%	n/a	3%		

[a] Fee only applies to permits for new construction and additions.

Note: Significant fee restructuring is proposed for building fees. Amounts shown are for illustrative purposes and intended to identify an order of magnitude shift in fees. Regional fee comparison information is provided for sample permits. Existing fee schedule is included as a separate attachment.

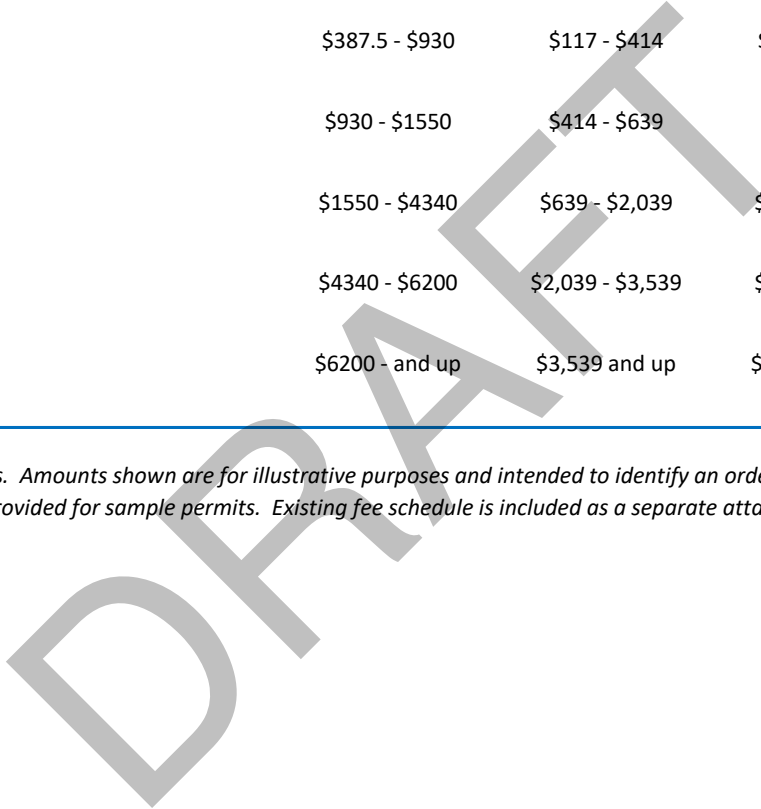
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City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - BUILDING PERMIT AND PLAN REVIEW FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits					
a) \$1 - \$4,000	\$155	\$15 - \$63	\$155		
b) \$4,001 - \$10,000	\$155 - \$387.5	\$63 - \$117	\$155 - \$387.5		
c) \$10,001 - \$50,000	\$387.5 - \$930	\$117 - \$414	\$387.5 - \$930		
d) \$50,001 - \$100,000	\$930 - \$1550	\$414 - \$639	\$930 - \$1550		
e) \$100,001 - \$500,000	\$1550 - \$4340	\$639 - \$2,039	\$1550 - \$4340		
f) \$500,001 - \$1,000,000	\$4340 - \$6200	\$2,039 - \$3,539	\$4340 - \$6200		
g) \$1,000,001 and up	\$6200 - and up	\$3,539 and up	\$6200 - and up		

Note: Significant fee restructuring is proposed for building fees. Amounts shown are for illustrative purposes and intended to identify an order of magnitude shift in fees. Regional fee comparison information is provided for sample permits. Existing fee schedule is included as a separate attachment.



City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - CODE COMPLIANCE FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Garage Sale Permit	\$72	\$25	\$30	each	
2 Street Vendor Permit					
a) Initial	\$192	\$200	\$200	each	
b) Renewal	\$192	\$50	\$100	each	
3 Release of Notice of Pendency Fee	\$648	\$97	\$225	per recorded document	
4 Abandoned Property Registration & Monitoring Fee					
a) Registration Fee					
i) Initial	\$72	\$70	\$70	per year	
ii) Renewal	\$72	\$70	\$70	per year	
b) Monitoring Fee					
i) Initial	\$360	n/a	\$230	per year	
ii) Renewal	\$360	n/a	\$230	per year	

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City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
Land Subdivision					
1 Parcel Map:					
a) Final Parcel Map					
i) Initial Sheet	\$2,732	\$1,560 plus \$21 per lot	\$2,322	per sheet	
ii) Each Additional Sheet	\$754		\$641	per sheet	
b) Final Parcel Map - Amendment					
i) Initial Sheet	\$2,732		\$2,322	per sheet	
ii) Each Additional Sheet	\$754		\$641	per sheet	
c) Substantial Conformance Review					
i) Initial Sheet	\$3,250	\$1,070	\$2,763	per sheet	
ii) Each Additional Sheet	\$1,413		\$1,201	per sheet	
2 Tract Map:					
a) Final Tract Map					
i) Initial Sheet	\$2,921	\$1,890 plus \$21 per lot	\$2,483	per sheet	
ii) Each Additional Sheet	\$848		\$721	per sheet	
b) Final Tract Map - Amendment					
i) Initial Sheet	\$2,921		\$2,483	per sheet	
ii) Each Additional Sheet	\$848		\$721	per sheet	
c) Substantial Conformance Review					
i) Initial Sheet	\$3,250	Bill hourly	\$2,763	per sheet	
ii) Each Additional Sheet	\$1,413		\$1,201	per sheet	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
3 Reversion to Acreage:					
a) Initial Sheet	\$3,015		\$2,563	per sheet	
b) Each Additional Sheet	\$754		\$641	per sheet	
4 Lot Line Adjustment/Parcel Merger					
a) Lot Line Adjustment	\$2,073	\$1,070	\$2,073	per request	
b) Parcel Merger	\$2,073	\$1,070	\$2,073	per request	
5 Street Dedication/Vacation					
a) Land Action Documents (Right-of-Way Easements/Grant Deeds, etc.)	\$2,120	\$450	\$2,120	per request	
b) Vacation of Street/Public Right-of-Way	\$2,638	\$450	\$2,638	per request	
6 Land Survey					
a) Record of Survey	\$612	Bill hourly	\$521	per request	
b) Certificate of Correction	\$801	Bill hourly	\$681	per request	
Grading / Project Improvements					
7 Plan Review (First 3 Reviews):					
a) Mass Grading / Stockpile					
i) Initial Sheet	\$283		\$283	per sheet	
ii) Each Additional Sheet	\$94		\$94	per sheet	
iii) Revisions - Initial Sheet	\$94		\$94	per sheet	
iv) Revisions - Each Additional Sheet	\$94		\$94	per sheet	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
b) Rough Grading					
i) Initial Sheet	\$1,555	Bill hourly	\$1,321	per sheet	
ii) Each Additional Sheet	\$848	Bill hourly	\$721	per sheet	
iii) Revisions - Initial Sheet	\$1,319	Bill hourly	\$1,121	per sheet	
iv) Revisions - Each Additional Sheet	\$942	Bill hourly	\$801	per sheet	
c) Precise Grading - Commercial					
i) Initial Sheet	\$2,120	Bill hourly	\$1,802	per sheet	
ii) Each Additional Sheet	\$1,319	Bill hourly	\$1,121	per sheet	
iii) Revisions - Initial Sheet	\$1,696	Bill hourly	\$1,441	per sheet	
iv) Revisions - Each Additional Sheet	\$1,131	Bill hourly	\$961	per sheet	
d) Precise Grading - Tract Homes					
i) Initial Sheet	\$1,225	Bill hourly	\$1,041	per sheet	
ii) Each Additional Sheet	\$236	Bill hourly	\$200	per sheet	
iii) Revisions - Initial Sheet	\$660	Bill hourly	\$561	per sheet	
iv) Revisions - Each Additional Sheet	\$236	Bill hourly	\$200	per sheet	
e) Precise Grading					
i) Precise Grading - Infill Home	\$565	Bill hourly	\$480		
ii) Precise Grading - Custom Home	\$1,131	Bill hourly	\$961		
f) PM 10 (Fugitive Dust Control)					
i) PM 10 Packet	\$471	\$570	\$471	each	
ii) PM 10 Full Size Plan	\$754		\$754	each	
iii) Revisions - Packet	\$377		\$377	per sheet	
iv) Revisions - Full Size Plan	\$283		\$283	per sheet	

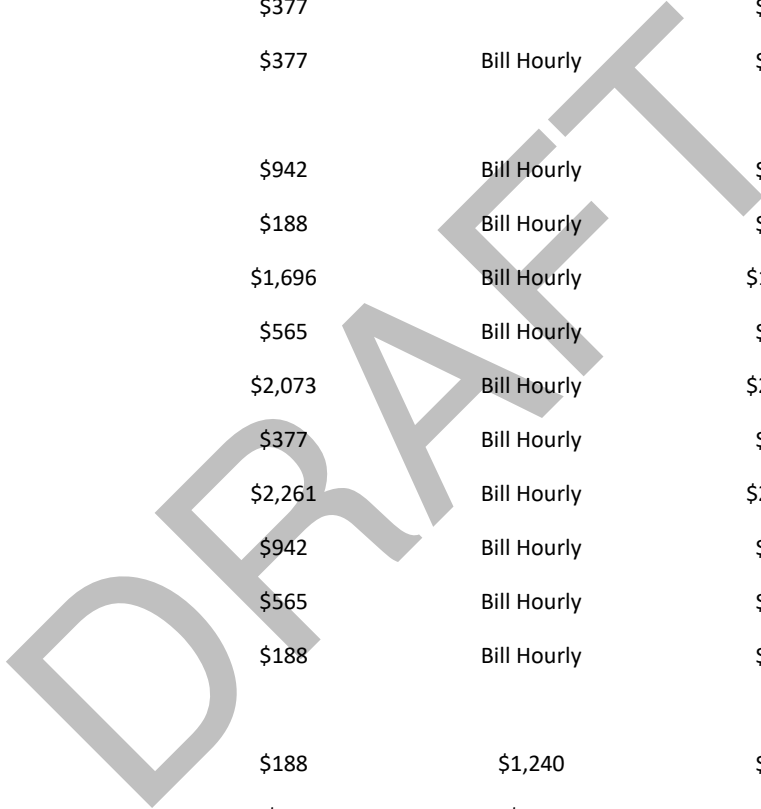
City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
g) Street Improvements					
i) Initial Sheet	\$1,696	\$1,490	\$1,441	per sheet	
ii) Each Additional Sheet	\$754	\$683	\$641	per sheet	
iii) Revisions - Initial Sheet	\$1,131		\$961	per sheet	
iv) Revisions - Each Additional Sheet	\$565		\$480	per sheet	
h) Storm Drain					
i) Initial Sheet	\$1,696	\$1,390	\$1,441	per sheet	
ii) Each Additional Sheet	\$754	\$683	\$641	per sheet	
iii) Revisions - Initial Sheet	\$1,131		\$961	per sheet	
iv) Revisions - Each Additional Sheet	\$565		\$480	per sheet	
i) Signing and Striping					
i) Initial Sheet	\$1,507	\$410	\$1,281	per sheet	
ii) Each Additional Sheet	\$754	\$410	\$641	per sheet	
iii) Revisions - Initial Sheet	\$1,319		\$1,121	per sheet	
iv) Revisions - Each Additional Sheet	\$754		\$641	per sheet	
j) Traffic Signal					
i) Initial Sheet	\$2,261	\$750	\$1,922	per sheet	
ii) Each Additional Sheet	\$1,131	\$683	\$961	per sheet	
iii) Revisions - Initial Sheet	\$942		\$801	per sheet	
iv) Revisions - Each Additional Sheet	\$565		\$480	per sheet	

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
k) Sidewalk (when submitted separately from grading plan)					
i) Initial Sheet	\$942	\$1,490	\$801	per sheet	
ii) Each Additional Sheet	\$377	\$683	\$320	per sheet	
iii) Revisions - Initial Sheet	\$754		\$641	per sheet	
iv) Revisions - Each Additional Sheet	\$377		\$320	per sheet	
l) Traffic Control Plan	\$377	Bill Hourly	\$320	per sheet	
m) Record Drawings Review					
i) Initial Sheet	\$942	Bill Hourly	\$801	per sheet	
ii) Each Additional Sheet	\$188	Bill Hourly	\$160	per sheet	
n) Hydrology Report	\$1,696	Bill Hourly	\$1,441	per report	
i) Revisions	\$565	Bill Hourly	\$480	per report	
o) Traffic Study	\$2,073	Bill Hourly	\$2,073	per study	
p) Traffic Letter	\$377	Bill Hourly	\$377	per letter	
q) Water Quality Mgmt. Plan Report (WQMP)	\$2,261	Bill Hourly	\$2,261	per report	
i) Revisions	\$942	Bill Hourly	\$942	per report	
r) Stormwater Pollution Prevention Plan (SWPPP)	\$565	Bill Hourly	\$480	per plan	
i) Revisions	\$188	Bill Hourly	\$160	per plan	
s) Sewer and Water - Onsite or Offsite					
i) Initial Sheet	\$188	\$1,240	\$160	per sheet	
ii) Each Additional Sheet	\$94	\$683	\$80	per sheet	
iii) Revisions - Initial Sheet	\$94		\$80	per sheet	
iv) Revisions - Each Additional Sheet	\$94		\$80	per sheet	
8 Plan Review (>3 Reviews)	\$188	\$200 per sheet	\$160	per hour	
9 Expedited Plan Review Fee	varies		1.5x standard fee		[a]

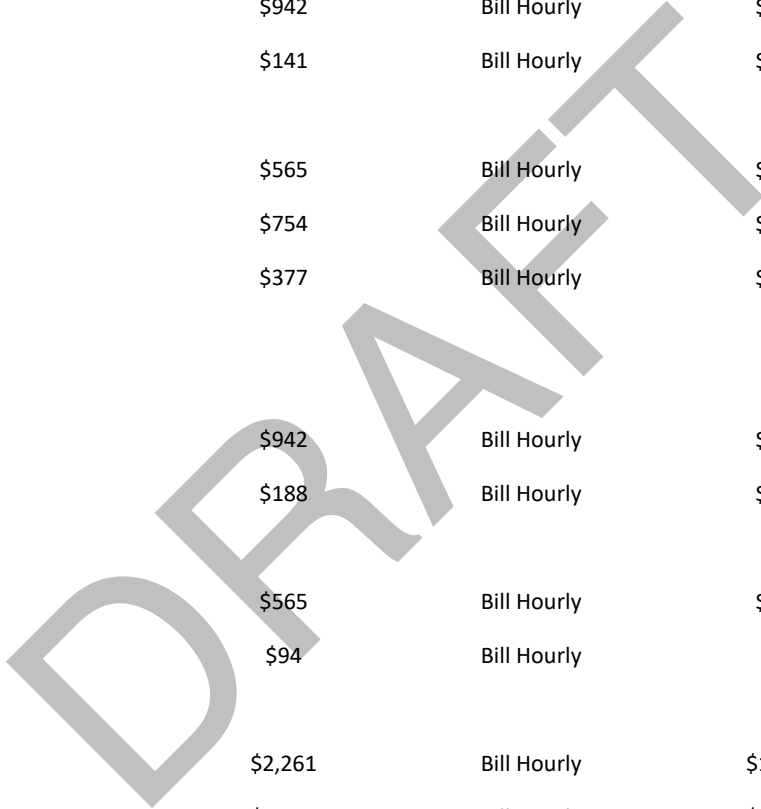


Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary,

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
10 Permit Inspection					
a) Mass Grading / Stockpile					
i) Per 1,056 CY	\$188	Bill Hourly	\$160	1,056	
b) Rough Grading					
i) First 3 Acres	\$942	Bill Hourly	\$801		
ii) Each Additional Acre	\$141	Bill Hourly	\$120		
c) Precise Grading					
i) Single Family Infill Lot	\$565	Bill Hourly	\$480		
ii) Single Family Custom Home Lot	\$754	Bill Hourly	\$641		
iii) Tract Home (per lot)	\$377	Bill Hourly	\$320		
iv) All Others					
a) Without Rough Grading					
i) First 3 Acres	\$942	Bill Hourly	\$801		
ii) Each Additional Acre	\$188	Bill Hourly	\$160		
b) Subsequent to Rough Grading					
i) First 3 Acres	\$565	Bill Hourly	\$480		
ii) Each Additional Acre	\$94	Bill Hourly	\$80		
d) Street Improvements - On-Site					
i) Up to 500 LF	\$2,261	Bill Hourly	\$1,922		[d],[f]
ii) 500 - 1,000 LF	\$3,769	Bill Hourly	\$3,203		[d] [e] [f]
iii) Each Additional 1,000 LF	\$1,884	Bill Hourly	\$1,602		[d] [e] [f]



Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary,

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
e) On-Site Improvements Other Than Street Improvements					
i) Up to 5,000 Sq Ft	\$2,450	Bill Hourly	\$2,082		[e],[f]
ii) 5,000 Sq Ft - 10,000 Sq Ft	\$4,711	Bill Hourly	\$4,004		[e],[f]
iii) Each Additional 10,000 Sq Ft	\$565	Bill Hourly	\$480		[e],[f]
f) PM10 (per year)					
i) Single Family Infill Lot <10,000 Sq Ft	\$754	Bill Hourly	\$641		[b]
ii) > 10,000 Sq Ft - < 10 Acres	\$2,261	Bill Hourly	\$1,922		[b] , [c]
iii) 10 - 50 Acres	\$3,392	Bill Hourly	\$2,883		[b] , [c]
iv) 51 - 200 Acres	\$4,522	Bill Hourly	\$3,844		[b] , [c]
v) > 200 Acres	\$5,653	Bill Hourly	\$4,805		[b] , [c]
11 Encroachment Permits					
a) Street Improvements - Off-Site					
i) Up to 500 LF	\$3,203	Bill Hourly	\$2,723		[d]
ii) 500 - 1,000 LF	\$5,276	Bill Hourly	\$4,485		[d],[e]
iii) Each Additional 1,000 LF	\$2,450	Bill Hourly	\$2,082		[d],[e]
b) Storm Drain Line					
i) Up to 500 LF	\$1,507	Bill Hourly	\$1,281		
ii) 500 - 1,000 LF	\$2,638	Bill Hourly	\$2,242		[e]
iii) Each Additional 1,000 LF	\$1,131	Bill Hourly	\$961		[e]
c) Storm Drain Inlet/Outlet Structures					
i) Up to 5	\$754	Bill Hourly	\$641		
ii) Each Additional	\$188	Bill Hourly	\$160		
d) Storm Drain Retention (Underground Systems)	\$1,131	Bill Hourly	\$961	per unit	

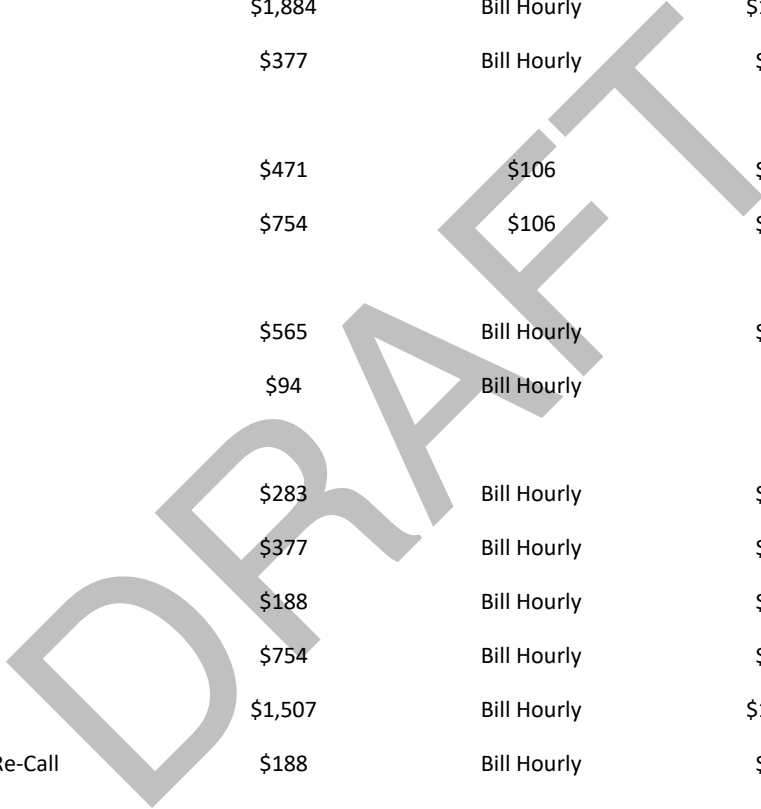
City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
e) Off-site Signing and Striping					
i) Up to 500 LF	\$754	Bill Hourly	\$641		[g]
ii) 500 - 1,000 LF	\$1,507	Bill Hourly	\$1,281		[e],[g]
iii) Each Additional 1,000 LF	\$283	Bill Hourly	\$240		[e],[g]
f) Traffic Signal	\$6,030	Bill Hourly	\$5,125		
g) NPDES					
i) SWPPP					
a) Single Family Infill Lot <10,000 Sq Ft	\$377	Bill Hourly	\$320	per year	[h]
b) > 10,000 Sq Ft - < 10 Acres	\$1,131	Bill Hourly	\$961	per year	[h]
c) 10 - 50 Acres	\$1,696	Bill Hourly	\$1,441	per year	[h]
d) 51 - 200 Acres	\$2,261	Bill Hourly	\$1,922	per year	[h]
e) > 200 Acres	\$2,826	Bill Hourly	\$2,402	per year	[h]
ii) Water Quality Mgmt. Plan (WQMP)	\$1,131	Bill Hourly	\$961	each	[i]
h) Bond Reduction Request	\$2,167	Bill Hourly	\$1,842		
i) Final Inspection/Acceptance					
i) Single Family Lot <10,000 Sq Ft	\$188	Bill Hourly	\$160		[j]
ii) > 10,000 Sq Ft - < 2 Acres	\$565	Bill Hourly	\$480		[k]
ii) > 2 Acres - < 10 Acres	\$754	Bill Hourly	\$641		[k]
iii) > 10 - < 50 Acres	\$1,131	Bill Hourly	\$961		[k]
iv) > 50 - 200 Acres	\$1,507	Bill Hourly	\$1,281		[k]
v) > 200 Acres	\$1,884	Bill Hourly	\$1,602		[k]

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
j) Traffic Control					
i) Up to Two Consecutive Days	\$236	Bill Hourly	\$200		[1]
ii) Three - Five Consecutive Days	\$565	Bill Hourly	\$480		
iii) Each Additional Consecutive Day (Up to 10 Days)	\$141	Bill Hourly	\$120	per day	
iv) 11+ Days (Up to 60 Calendar Days Max)	\$1,884	Bill Hourly	\$1,602		
k) Cut/Bore/Vault/Pot Hole	\$377	Bill Hourly	\$320	each	
l) Driveway					
i) Residential	\$471	\$106	\$400		
ii) Commercial	\$754	\$106	\$641		
m) Excavation / Trenching					
i) First 100 LF	\$565	Bill Hourly	\$480		
ii) Each Additional 100 LF	\$94	Bill Hourly	\$80		
n) Sidewalk					
i) Up to 20 Lineal Feet	\$283	Bill Hourly	\$240		
ii) 20 - 100 Lineal Feet	\$377	Bill Hourly	\$320		
iii) Each Additional 100 Lineal Feet	\$188	Bill Hourly	\$160		
o) Sewer and Water - Private On Site	\$754	Bill Hourly	\$641		
p) Night Work (per night)	\$1,507	Bill Hourly	\$1,281		
q) Excess Inspection / Missed Inspection / Re-Inspection / Re-Call Compliance Inspections	\$188	Bill Hourly	\$160		
r) Stop Work Notice Release	\$565	Bill Hourly	\$480		



City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
12 Research/Administrative					
a) Subdivision Improvement Agreement (SIA)	\$2,261	\$570	\$1,922	per request	
b) SIA - Time Extension	\$1,319		\$1,121	per request	
c) Assignment & Assumptions Agreement	\$2,450	\$570	\$2,082	per request	
d) Flood Plain					
i) Research/FEMA App	\$565		\$480	per request	
ii) Community Acknowledgement Form	\$283		\$240	per request	
e) Bid Protest Review	\$1,507		\$1,281		
f) Misc Research (per request, per hour)	\$188		\$160		[m]
g) Misc Covenant Review & Approval	\$471		\$400		
h) CC&R Review (per request)	\$3,015		\$2,563		
i) Streetlight Application Review and Covenant	\$471		\$400		
13 Reactivation of Permit					
a) Reactivation of an Expired Minor Permit	varies		10% of original permit fee	each	[n]
b) Reactivation of an Expired Major Permit	\$377		20% of original permit fee	each	[n]
14 Technology Enhancement Fee					
			3% of fee		
15 Transportation Permits					
a) Annual	\$471	\$90	\$90	each	
b) Single Event	\$283	\$16	\$16	each	
16 Pool Drain Permit	\$47		\$31	each	
17 Business License Inspection	\$188		\$188	each	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
18 NPDES Inspections					
a) Food Use	\$188		\$188		
b) Hazardous Waste					
i) without Storage	\$188		\$188		
ii) with Storage	\$236		\$236		

- [a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.
- [b] For PM10 annual permit.
- [c] Fee generally assumes one inspection per month. Additional inspections billed using re-inspection fee.
- [d] Includes, curb, gutter, and sidewalk. Excludes driveways.
- [e] Rounded up to nearest thousand feet.
- [f] Excluding building foundation footprint.
- [g] Footage based on centerline street length.
- [h] Annual inspection cost.
- [i] Includes Water Quality Management Plan specific covenant.
- [j] Includes tract single family homes, does not include tract final.
- [k] Includes tract finals.
- [l] Permanent patching of pavement at same location will count as a subsequent consecutive day.
- [m] Estimate provided up front.
- [n] Assumes no changes to original permit.
- [o] Based on recommendation from PACE and final approval by City Council.

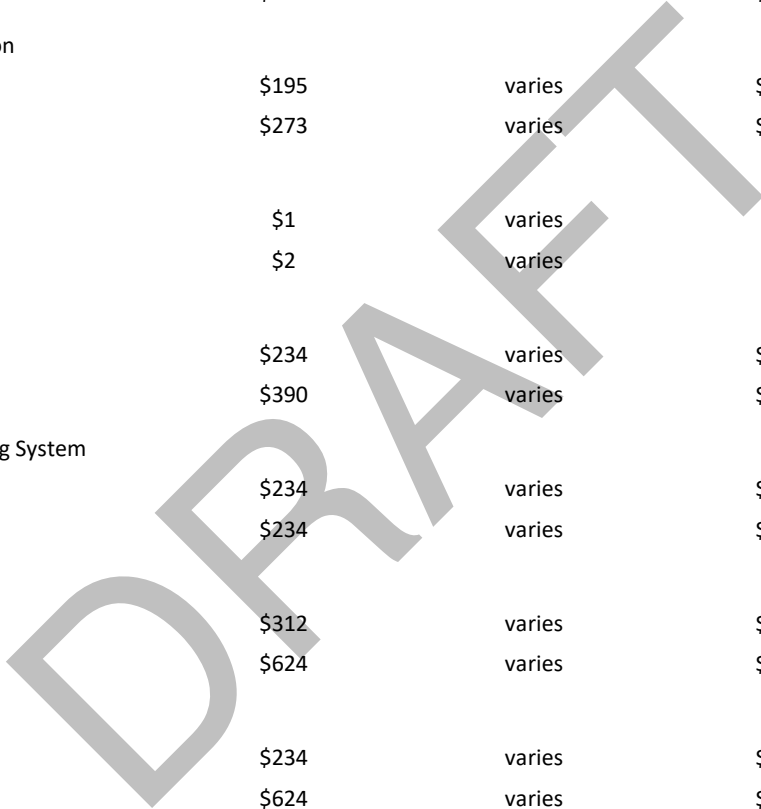
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City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Water Based Fire Protection Systems (1)					
a) Fire Sprinkler Commercial/Multi Family/Other - New System					
i) Plan Review (up to 50 heads)	\$429	varies	\$429	per installation	
ii) Inspection (up to 50 heads)	\$585	varies	\$585	per installation	
b) Fire Sprinkler Commercial/Multi Family/Other - Alteration					
i) Plan Review (up to 25 heads)	\$195	varies	\$195	per installation	
ii) Inspection (up to 25 heads)	\$273	varies	\$273	per installation	
c) Fire Sprinkler, Per additional head - New or Alteration					
i) Plan Review	\$1	varies	\$1	per head	
ii) Inspection	\$2	varies	\$2	per head	
d) Fire Sprinkler Single Family/Duplex - New System					
i) Plan Review	\$234	varies	\$234	per installation	
ii) Inspection	\$390	varies	\$390	per installation	
e) Fire Sprinkler Single Family/Duplex - Alteration of Existing System					
i) Plan Review	\$234	varies	\$234	per installation	
ii) Inspection	\$234	varies	\$234	per installation	
f) Standpipe					
i) Plan Review (per vertical standpipe)	\$312	varies	\$312	per system	
ii) Inspection (per vertical standpipe)	\$624	varies	\$624	per system	
g) Fire Protection Underground System					
i) Plan Review	\$234	varies	\$234	each	
ii) Inspection	\$624	varies	\$624	each	
h) Per Additional Sprinkler Riser or Hydrant					
i) Plan Review	\$234	varies	\$234	each	
ii) Inspection	\$312	varies	\$312	each	



City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

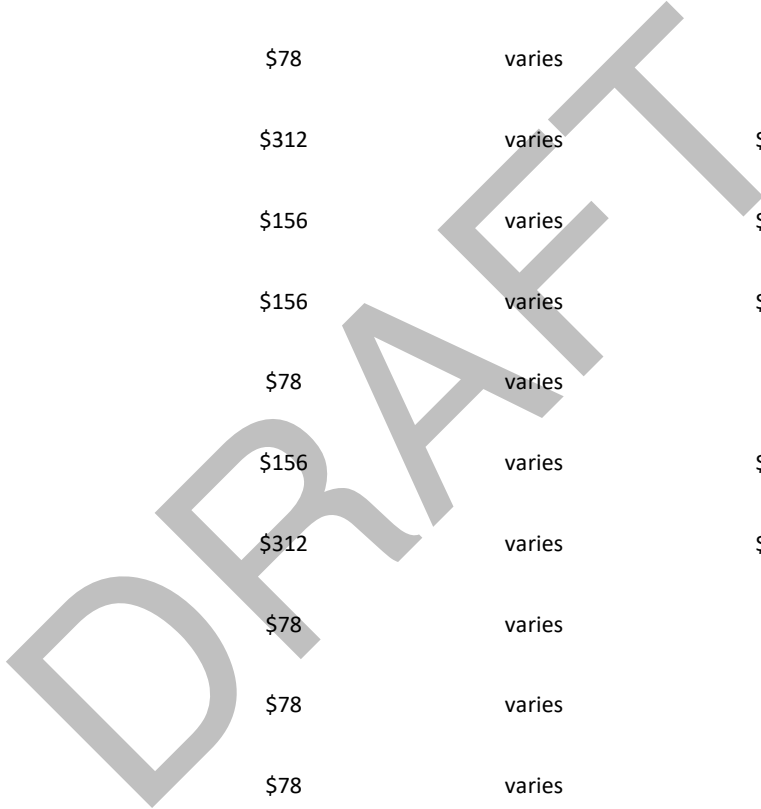
Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
2 Fire Alarm System (1):					
a) Fire Alarm - New System					
i) Plan Review (up to 25 devices)	\$156	varies	\$156	per system	
ii) Inspection (up to 25 devices)	\$156	varies	\$156	per system	
b) Fire Alarm - Alteration					
i) Plan Review (up to 5 devices)	\$156	varies	\$156	per system	
ii) Inspection (up to 5 devices)	\$156	varies	\$156	per system	
c) Per Additional Device					
i) Plan Review - New or Alteration	\$2	varies	\$2	per device	
ii) Inspection - New or Alteration	\$3	varies	\$3	per device	
3 Alternative Automatic Extinguishing Systems (Dry, Wet, CO2, Halon, UL 300, Clean Agent, Spray Booth, Other) (2):					
a) Plan Review	\$234	varies	\$234	per system	
b) Inspection	\$351	varies	\$351	per system	
4 Other Fire Construction Reviews and Inspections (2):					
a) LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, Industrial Oven, & other Fire Construction Permit					
i) Plan Review	\$234	varies	\$234	per system	
ii) Inspection	\$2	varies	\$2	per system	
b) Public School Access & Water Supply Plan Check (hourly) - Minimum 1 hour review deposit required (3)	\$156	varies	\$156	per review	
5 Hazardous Activities Installation/Removal Permits Above Ground - Hazardous Materials Tank and/or Pipe Installation or Removal (1 tank)(4):	\$312	varies	\$312	per tank system	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
Permits to Operate (Type of Permit Activity)					
6 Amusement Building	\$78	varies	\$78		
7 Carnivals and Fairs	\$156	varies	\$156		
8 Combustible Dust Operations	\$78	varies	\$78		
9 Covered Mall Buildings	\$312	varies	\$312		
10 Exhibits and Trade Shows	\$156	varies	\$156		
11 Explosives or Blasting Agents	\$156	varies	\$156		
12 Mobile Fueling	\$78	varies	\$78		
13 Recreational or Bon Fire	\$156	varies	\$156		
14 Theatrical Fire Performance	\$312	varies	\$312		
15 High Pile Storage	\$78	varies	\$78		
16 Hot Work Operations	\$78	varies	\$78		
17 Industrial Ovens	\$78	varies	\$78		
18 Lumber Yards	\$156	varies	\$156		
19 Misc. Combustible Storage	\$156	varies	\$156		



City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

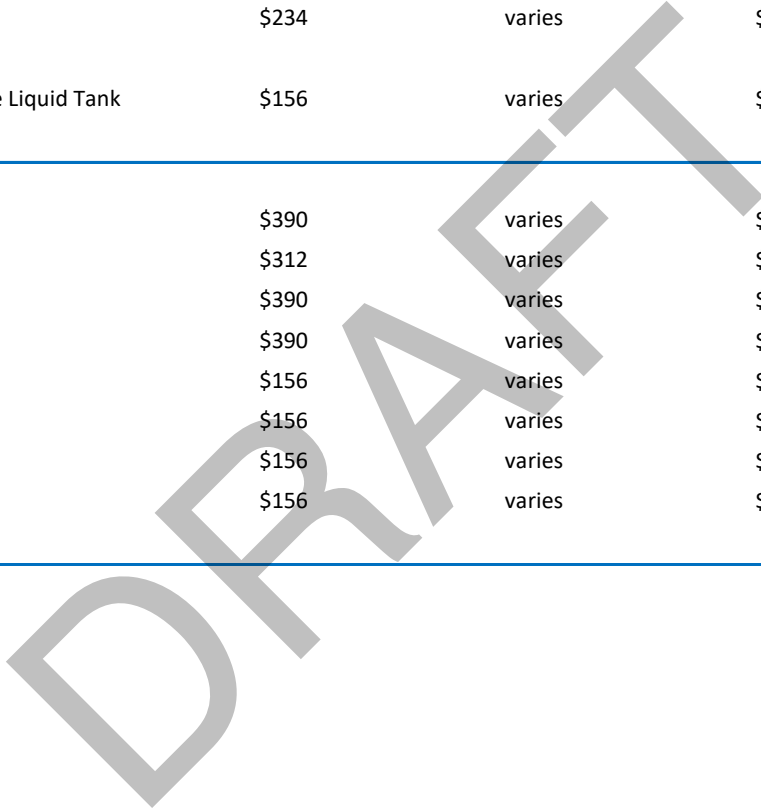
Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
20 Places of Assembly					
a) Less than 300 occupant load	\$156	varies	\$156		
b) 300 - 999 occupant load	\$156	varies	\$156		
c) 1,000 or more occupant load	\$312	varies	\$312		
21 Commercial Day Care Facility					
a) 7 - 49 persons	\$78	varies	\$78		
b) 50 - 149 persons	\$156	varies	\$156		
c) 150 or more persons	\$234	varies	\$234		
22 Institutional					
a) Less than 6 patients	\$78	varies	\$78		
b) 6 or more patients	\$78	varies	\$78		
c) Detention facilities	\$312	varies	\$312		
23 Apartments/Hotels/Motels					
a) 3 - 16 units	\$156	varies	\$156		
b) 17 - 32 units	\$234	varies	\$234		
c) 33 or more units	\$312	varies	\$312		
24 Large Family Day Care					
a) Large Family Day Care	\$78	varies	\$78		
b) Pre-inspection (at hourly rate)	\$78	varies	\$78		
25 850 Inspections					
a) 850 Inspection (at hourly rate)	\$78	varies	\$78		
26 Residential Care Facilities					
a) 7 or more residents	\$78	varies	\$78		
b) Pre-inspection (at hourly rate)	\$78	varies	\$78		

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
27 Temporary Membrane Structures (Tents/Canopies)					
a) 401 - 1,499 SF	\$78	varies	\$78		
b) 1,500 - 2,999 SF	\$78	varies	\$78		
c) 3,000 - 5,999 SF	\$156	varies	\$156		
d) 6,000 or more SF	\$234	varies	\$234		
28 Annual Inspection: Above Ground - Flammable / Combustible Liquid Tank and/or Pipe	\$156	varies	\$156	per tank system	
29 New Construction Plan Check (6):					
a) A - Assembly	\$390	varies	\$390	each	
b) B, I, M - Business, Institutional, Mercantile	\$312	varies	\$312	each	
c) E, R-1, R-2 - Educational, Multi-Family	\$390	varies	\$390	each	
d) F, S, H - Factory, Storage, Hazardous	\$390	varies	\$390	each	
e) R-3 - Single Family	\$156	varies	\$156	each	
f) All Tenant Improvements	\$156	varies	\$156	each	
g) U - Utility Structures and Buildings	\$156	varies	\$156	each	
h) All Shell Buildings	\$156	varies	\$156	each	

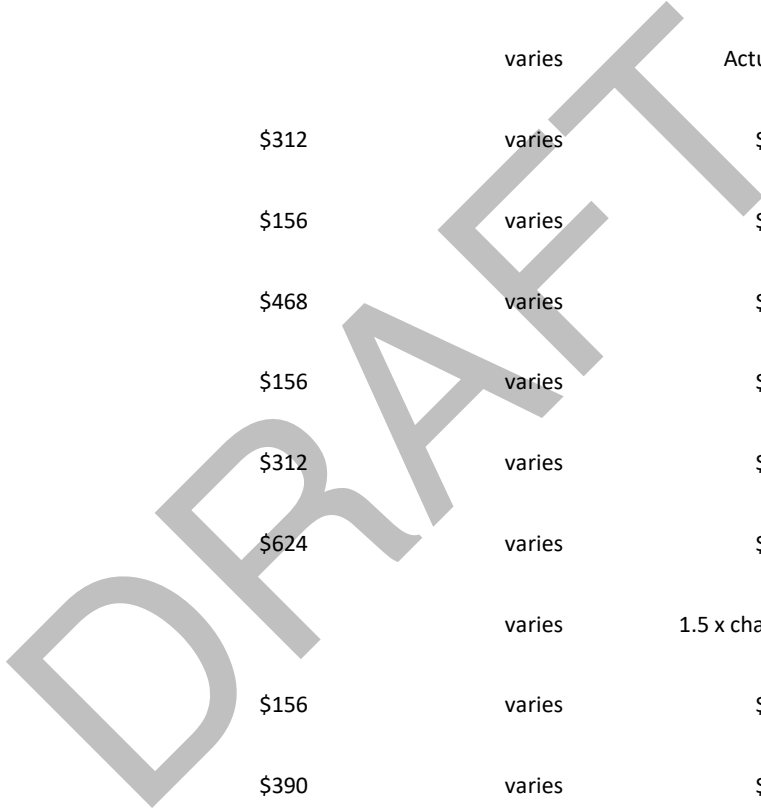


City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
Other Miscellaneous Fees					
30 Copy of Incident Report (per incident)	\$78	varies	\$15		
31 Media Reproduction (audio, video, photographic)		varies	Actual Cost		
32 Emergency Response Caused by DUI		varies	Actual Cost		
33 Weed Abatement Administrative Parcel Fee	\$312	varies	\$312		
34 Code Appeal (per hour)	\$156	varies	\$156		
35 Fire Flow / Hydrant Test	\$468	varies	\$468		
36 Minimum Intake Fee	\$156	varies	\$156		
37 Voluntary Inspection	\$312	varies	\$312		
38 Technical Report (alternate material or method request)	\$624	varies	\$624		
39 Inspection Requests (after normal business hours) (7)		varies	1.5 x charge amount		
40 Excessive resubmittals and inspections	\$156	varies	\$156	each	
41 Administrative Fee (work without a permit)	\$390	varies	\$390		
42 Code Review or Design Consultation (per hour)	\$156	varies	\$156		
43 Fire Prevention Division Hourly Rate	\$156	varies	\$156		



City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

Note: Significant fee restructuring is proposed for fire prevention fees. Division currently bills hourly for services provided.

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
44 Late Payment Penalty for Permits					
a) 30 days past due			\$50		
b) 60 days past due			\$100		
c) 90 days past due			\$200		
45 Special Request for Fire Department Personnel Services	overtime rate by rank	overtime rate by rank	overtime rate by rank	per hour	

- (1) Fee includes up to two plan checks or three inspections. Additional costs to be recovered at staff hourly rate.
- (2) Fee includes up to two plan checks or two inspections. Additional costs to be recovered at staff hourly rate.
- (3) Actual costs - may also be charged by actual costs using the fully burdened hourly rates plus any outside consultant costs if applicable.
Review time exceeding initial hours assumed for establishing deposit is billed at hourly rate.
- (4) Fee includes plan check and up to two inspections. Additional costs to be recovered at staff hourly rate.
- (5) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request.
The standard number of hours estimated can be calculated by dividing the fee amount by \$157, the Division's fully-burdened hourly rate.
For example, a fee amount of \$314 assumes roughly 2.00 hours will be required to perform a standard request for the fee related service.
Review and inspection efforts that exceed the standard number of hours used to calculate the fee by more than one hour will be billed hourly for any time spent in excess of the standard hours built into the fee.
- (6) Planning submittals for fire review and related correspondence, meetings, etc. may be charged for at hourly rate during the construction plan review.
- (7) Inspection outside normal work hours will require hourly fees in addition to other required fees.

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
ADULT ORIENTED BUSINESSES:							
1 Sexually Oriented Business New Permit	\$2,457	\$840		\$2,457		flat fee	
2 Sexually Oriented Business Renewal Permit	\$1,229	\$600		\$1,229		flat fee	
3 ANNEXATION TO CATHEDRAL CITY:	\$40,635		\$16,260		\$20,000	deposit	
APPEALS:							
4 Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	\$2,174	\$270		\$1,000		flat fee	
SIMILAR USE DETERMINATION:							
5 Similar use determination - Administration	\$473	\$120		\$473		flat fee	
6 Similar use determination by PC	\$1,134	\$460		\$1,134		flat fee	
CONDITIONAL USE PERMITS:							
7 CUP - Including design review for new structure or modification	\$8,514		\$2,170		\$8,514	minimum fee / initial deposit	
8 CUP - Use only - no structural alteration / modification	\$1,890		\$1,030		\$1,890	minimum fee / initial deposit	
9 CUP - Alcohol, Garage > 800 sq ft, Other Minor	\$1,512		\$1,030		\$756	minimum fee / initial deposit	
10 CUP - Revisions / Modifications - Major	\$4,158		\$1,540		\$4,158	minimum fee / initial deposit	
11 CUP - Revisions / Modifications - Minor	\$1,890		\$1,540		\$1,890	minimum fee / initial deposit	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
DESIGN REVIEWS:							
12	Design Review - Administrative Approval						
	a) without Architectural Review Committee Required	\$1,134		\$680	\$1,134	minimum fee / initial deposit	
	b) with Architectural Review Committee Required	\$2,457		\$680	\$2,457	minimum fee / initial deposit	
13	Design Review - Discretionary Approval	\$8,514		\$2,170	\$8,514	minimum fee / initial deposit	
14	Design Review - Duplex 3-4 Units	\$1,512		\$680	\$1,512	minimum fee / initial deposit	
ENVIRONMENTAL PROCESSING:							
15	Negative Declaration	\$4,725		\$1,540	\$4,725	minimum fee / initial deposit	
16	Environmental Impact Report	\$16,443		\$15,000	\$16,443	minimum fee / initial deposit	
FILM PERMITS:							
17	Film Permit - Still Fee	\$945	\$50		\$945	flat fee	
	a) plus Daily Fee, or	\$284	\$10		\$284	flat fee	
	b) Weekly Fee	\$945	\$50		\$945	flat fee	
18	Film/Video	\$945	\$100		\$945	flat fee	
	a) plus Daily Fee, or	\$284	\$25		\$284	flat fee	
	b) Weekly Fee	\$945	\$125		\$945	flat fee	
PLANNED UNIT DEVELOPMENTS:							
19	PUD	\$16,065		\$3,190	\$16,065	minimum fee / initial deposit	
20	Amended/Revised PUD	\$7,938		\$2,000	\$7,938	minimum fee / initial deposit	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
PLANS:							
21 General Plan Amendment	\$7,655		\$2,570		\$7,655	minimum fee / initial deposit	
22 Change of Zone	\$7,655		\$2,570		\$7,655	minimum fee / initial deposit	
23 Change of Zone w / GPA	\$10,962		\$7,650		\$10,962	minimum fee / initial deposit	
24 Specific Plan	\$20,034		\$5,950		\$20,034	minimum fee / initial deposit	
25 Specific Plan Amendment	\$8,505		\$2,980		\$8,505	minimum fee / initial deposit	
26 Development Agreements	\$8,411		\$5,000		\$8,411	minimum fee / initial deposit	
SIGN PERMITS:							
27 Master Sign Program	\$1,512	\$600		\$1,512		flat fee	
28 Window Signs - NonExempt	\$95	\$40		\$95		flat fee	[a]
29 Drive thru menu boards	\$851	\$220		\$851		flat fee	[a]
30 Subdivision sign	\$1,229	\$540		\$1,229		flat fee	[a]
31 New Sign - Wall	\$378	\$160		\$378		flat fee	[a]
32 Monument Signs							
a) Shopping Center	\$1,323	\$300		\$1,323		flat fee	[a]
b) All Others	\$662	\$300		\$662		flat fee	[a]
33 Billboards	\$6,048	varies		\$6,048		flat fee	[a]
34 Temporary Signs	\$95	\$40		\$95		flat fee	[a]
35 Alteration of sign face	\$95	\$40		\$95		flat fee	[a]
36 Special permit for noncommercial murals						fixed by resolution, section 9.62.070, ord 554,2001	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
SUBDIVISION MAPS:							
37 Tentative / Vesting Parcel Maps-up to 4 parcels	\$4,725		\$2,170		\$4,725	minimum fee / initial deposit	
38 Tentative / Vesting Tract Maps-up to 10 lots	\$6,615		\$2,980		\$6,615	minimum fee / initial deposit	
39 Tentative Tract Maps - per additional lot	\$47	\$19			\$50	minimum fee / initial deposit	
40 Map Revisions	\$2,268		\$1,030		\$2,268	minimum fee / initial deposit	
41 Reversion to Acreage	\$4,725		\$2,170		\$4,725	minimum fee / initial deposit	
MISCELLANEOUS:							
INSPECTIONS:							
42 Final Inspection (2)	\$284	varies		\$284		flat fee	
43 Re-inspections for Final Approval	\$189	varies		\$189		flat fee	
44 Final Landscape Inspection	\$284	varies		\$284		flat fee	
45 Inspection - Commercial							
a) Alterations/Additions - Non-Residential	\$284	varies		\$284		flat fee	
b) New Construction - Up to 5 acres	\$473	varies		\$473		flat fee	
c) New Construction - 5 acres or greater	\$1,134	varies		\$1,134		flat fee	
46 Inspection - Residential							
a) Alterations/Additions - Residential	\$95	varies		\$95		flat fee	
b) Residential - SFD	\$189	varies		\$189		flat fee	
c) Residential - MFD - up to 4 units	\$473	varies		\$473		flat fee	
d) Residential - Multi-family over 4 units	\$1,134	varies		\$1,134		flat fee	

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
PLAN CHECK:							
47 Final Landscape Plan	\$1,040	varies	\$460	\$1,040	\$1,040	minimum fee / initial deposit	
48 Plan Check Fee - Commercial							
a) Alterations / Additions - Non-Residential	\$284	varies			\$198	minimum fee / initial deposit	
b) Up to 5 acres	\$2,079	varies	\$920		\$2,079	minimum fee / initial deposit	
c) 5 acres or greater	\$3,119	varies	\$1,380		\$3,119	minimum fee / initial deposit	
49 Plan Check Fees - Residential							
a) Alterations / Additions - Residential	\$95	\$100		\$95		flat fee	
b) Residential - SFD	\$236	\$100		\$236		flat fee	
c) Residential - MFD - up to 4 units	\$614	\$270		\$614		flat fee	
d) Residential - Multi-family over 4 units	\$2,457		\$600		\$2,457	minimum fee / initial deposit	
STREET NAME CHANGE:							
50 Street Name Change	\$2,563	\$430		\$2,563		flat fee	
TIME EXTENSIONS:							
51 Time Extensions	\$1,890	\$1		\$1,890		flat fee	
SPECIAL USE PERMITS:							
52 Special Use Permits (SUP) - Minor	\$567	\$300		\$567		flat fee	
53 Special Use Permits (SUP)	\$1,512	\$300		\$1,512		flat fee	
54 Downtown Core SUP (Includes C'wide Events)	\$2,268	\$510		\$2,268		flat fee	
55 Dance Permit	\$1,134	\$220		\$1,134		flat fee	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary,

City of Cathedral City
BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Cost of Service	Current Fixed Fee	Current Initial Deposit	Proposed Fixed Fee	Proposed Minimum Fee / Initial Deposit	Charge Basis	Note
VARIANCES:							
56 Variance	\$4,158		\$2,170		\$4,158	minimum fee / initial deposit	
57 Administrative Variance - Minor	\$567	\$110		\$567		flat fee	
58 Administrative Variance	\$1,512	\$110		\$1,512		flat fee	
OTHER FEES:							
59 General Plan & Zoning Letter (Zoning Confirmation Letter)	\$803	\$100		\$295		flat fee	
60 Zoning Compliance Letter	\$1,512	\$100		\$1,512		flat fee	
61 RV Parking Permit	\$425	\$300		\$425		flat fee	
62 Handbill Permit	\$331	\$140		\$331		flat fee	
HOUSING:							
63 Senate Bill (SB) 330 Application Review	\$1,512			\$1,512		flat fee	
PRE-APPLICATION / CONCEPTUAL DESIGN REVIEW:							
64 Conceptual Design Review	\$2,646			\$1,323		flat fee	
65 PUBLIC NOTICING:							
Public Noticing	\$500			\$500		flat fee	
HOURLY BILLING RATES FOR DEPOSITS							
66 Hourly Billing Rates					See rate sched	per hour	

[a] Fee reduced by 50% if part of sign program.

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary,

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - POLICE FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Report Copies					
a) Traffic Collision Report	\$23	\$0.25 / page	\$20	per report	
b) All Other Reports	\$23	\$0.25 / page	\$0.25 / page	per page	
c) Photos / Digital Media (e.g. Flash Drive) if provided by City	\$10	\$5	\$10	per device	
2 Citation Sign-Off					
a) CCPD Citation, CC Resident	\$37	No Charge	No Charge	per citation	
b) Non-CCPD Citation, CC Resident	\$37	\$10	\$15	per citation	
c) Non-Resident	\$37	\$20	\$25	per citation	
3 Residency Letter	\$45	\$20	\$45	per request	
4 Local Criminal History	\$45	\$20	\$45	per request	
5 ABC Letter	\$45	\$20	\$45	per request	
6 Vehicle Release	\$260	\$110 - \$155	\$225	per request	
7 Repossession Receipt	\$23	\$15	\$15	each	[a]
8 Alarm User Permit					
a) Initial permit application	\$73	\$35	\$50	each	
b) Renewal permit application	\$49	\$30	\$40	each	
c) Late Filing Fees					
i) 30 days Late Fee (add to base permit fee)	\$24	\$10	\$15	each	
ii) 90 Days Late Fee (add to base permit fee)	\$49	\$20	\$25	each	
d) Re-Issued Alarm User Permit	\$0	\$200	\$200	each	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - POLICE FEES

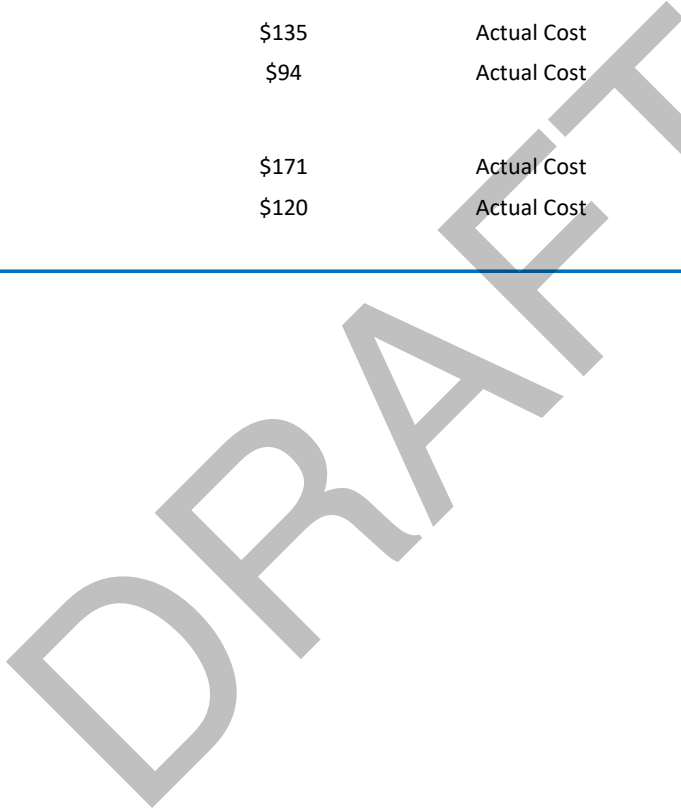
Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
9 Excessive False Alarms (Permitted Alarm Systems):					
a) First false alarm					
i) Burglary	\$136	No Charge	No Charge	each	
ii) Duress/robbery	\$223	No Charge	No Charge	each	
b) Second false alarm					
i) Burglary	\$136	\$100	\$125	each	
ii) Duress/robbery	\$223	\$100	\$125	each	
c) Third false alarm					
i) Burglary	\$136	\$150	\$175	each	
ii) Duress/robbery	\$223	\$150	\$175	each	
d) Fourth false alarm and Each Additional					
i) Burglary	\$201	\$200	\$225	each	
ii) Duress/robbery	\$288	\$200	\$225	each	
10 Excessive False Alarms (Non-Permitted Alarm Systems):					
a) First false alarm					
i) Burglary	\$0	\$100	\$125	each	
ii) Duress/robbery	\$0	\$100	\$125	each	
b) Second and Each Additional					
i) Burglary	\$0	\$200	\$225	each	
ii) Duress/robbery	\$0	\$200	\$225	each	
11 Online Alarm Education Diversion Course		\$25	\$25	each	
12 Carry Concealed Weapon License					
a) Initial Application (Plus applicable DOJ fees)	\$586	\$100	\$200	per application	
b) Renewal (Plus applicable DOJ fees)	\$173	\$90	\$150	per application	
c) Duplicate / Amended License (Plus applicable DOJ fees)	\$43	\$0	\$25	per request	
d) Psychological Testing, if Required (Plus applicable DOJ fees)	\$0	\$0	Actual Cost	each	

City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - POLICE FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
13 Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	\$132	Actual Cost	\$125	per response	
14 DUI Traffic Collision Response	\$520	Actual Cost	\$520	per incident	
15 Special Service Requests					
a) Regular Time					
i) Police Sergeant	\$135	Actual Cost	\$135	per hour	
ii) Police Officer	\$94	Actual Cost	\$94	per hour	
b) Over-Time					
i) Police Sergeant	\$171	Actual Cost	\$171	per hour	
ii) Police Officer	\$120	Actual Cost	\$120	per hour	

[a] Fee established by State of California.



City of Cathedral City

BEFORE AND AFTER ILLUSTRATION - SHORT TERM RENTAL PERMIT FEES

Activity Description	Cost of Service	Current Fee	Proposed Fee	Charge Basis	Note
1 Short-Term Rental Permit Fee					
a) Homesharing Permit	\$525	\$525	\$525	per year	
b) Short-Term Vacation Rental Permit	\$1,950	\$1,950	\$1,950	per year	

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APPENDIX C

ILLUSTRATION OF PROPOSED FEE SCHEDULE

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Cathedral City

Master Schedule of User and Regulatory Fees

Proposed for Use in Fiscal Year 2021/22

This is a "DRAFT version" - Not Final

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City of Cathedral City
Master Schedule of User and Regulatory Fees

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City of Cathedral City

MASTER FEE SCHEDULE - ADMINISTRATIVE FEES

Fee Description	Fee	Charge Basis	Note
1 Returned Check Fee			
a) First Check	\$25	each	[a]
b) Each Additional Check	\$35	each	[a]
2 EFT/ACH Return / Error	\$25	each	
3 Postage	Actual Cost	each	
4 Digital Media Device	\$10	each	
5 Documents - Hard Copy			
a) Standard Size	\$0.10	per single-sided page	
b) Non-standard Size	Actual Cost	per page	
6 Subpoena Response / Retrieval Fees	Max. Authorized by State	per request	

[a] California Civil Code Sec. 1719.

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City of Cathedral City

MASTER FEE SCHEDULE - BUSINESS LICENSE APPLICATION REVIEW AND INSPECTION FEES

Fee Description	Fee	Charge Basis	Note
1 Business License Processing Fee			
a) New	\$40	each	
b) Renewal	\$20	each	
2 Duplicate License	\$5	each	
3 Review for Home Occupation License	\$50	each	
4 Fire Inspection Review for Business License	\$40	each	
5 Building Inspection for Business License	\$78	each	
6 Planning Inspection for Business License, If Required	\$95	each	
7 Engineering Inspection for Business License, If Required	\$94	each	
8 Police Review for Business License			
a) Massage - Establishment			
i) Initial	\$245	each	
ii) Renewal	\$80	each	
b) Massage - Therapist / Practitioner			
i) Initial	\$245	each	
ii) Renewal	\$80	each	
c) Pawnbroker, Secondhand dealer, ice cream truck, etc.			
i) Initial - (pawnbroker, secondhand dealer, handbills, ice cream	\$131	each	
ii) Renewal - (pawnbroker, secondhand dealer, handbills, ice	\$75	each	
cream truck, etc.)			
d) Sexually Oriented Business			
i) Initial	\$245	each	
ii) Renewal	\$80	each	
e) All Others, If Required			
i) Initial	\$131	each	
ii) Renewal	\$75	each	
9 Bingo Permit	\$50	each	[a]

[a] Maximum permit fee established by State of California.

City of Cathedral City

MASTER FEE SCHEDULE - CANNABIS BUSINESS LICENSING AND USER PERMIT FEES

Fee Description	Fee	Charge Basis	Note
1 Cannabis License			
a) Initial Deposit for Review of License Application	\$7,500	initial deposit	[a]
b) Renewal or Modification of License			
i) License Renewal	\$5,900	flat fee	
ii) Modification/Change of Ownership	\$4,500	initial deposit	
c) Background Investigation (per person)	\$3,500	initial deposit	

[a] Includes one background investigation.

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City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

A. Fees for Commonly Requested Building Permit Types. Fees shown in this section (Section A.) include all applicable inspection, and plan review fees. Additional permit processing fees apply. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California).

Fee Description	Fee	Charge Basis	Note
1 HVAC Change-Out - Residential	\$136	per permit	
2 HVAC Change-Out - Commercial (per unit)	\$220	per permit	
3 Residential Solar Photovoltaic System - Solar Permit			
a) 15kW or less	\$388	per permit	
b) Above 15kW – base	\$388	per permit	
c) Above 15kW – per kW	\$15	per permit	
4 Commercial Solar Photovoltaic System - Solar Permit			
a) 50kW or less	\$1,000	per permit	
b) 50kW – 250kW – Base	\$1,000	per permit	
c) 50kW – 250kW – per kW above 50kW	\$7	per permit	
d) Above 250kW – base	\$2,400	per permit	
e) Above 250kW – per kW	\$5	per permit	
5 Service Panel Upgrade - Residential	\$136	per permit	
6 Service Panel Upgrade - Commercial	\$220	per permit	
7 Water Heater Changeout - Residential	\$136	per permit	
8 Water Heater Changeout - Commercial	\$233	per permit	
9 Line Repair - Sewer / Water / Gas	\$161	per permit	
10 New Sewer Connection	\$355	per permit	
11 Re-pipe	\$297	per permit	
12 Residential Re-Roof			
a) Up to 2,000 SF (Roof Area)	\$271	per permit	
b) Each Add'l 1,000 SF or fraction thereof	\$78	per permit	
13 Commercial Re-Roof		per permit	
a) Up to 2,000 SF (Roof Area)	\$426	per permit	
b) Each Add'l 1,000 SF or fraction thereof	\$155	per permit	

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

A. Fees for Commonly Requested Building Permit Types. Fees shown in this section (Section A.) include all applicable inspection, and plan review fees. Additional permit processing fees apply. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California).

Fee Description	Fee	Charge Basis	Note
14 Demolition - Residential Single Family	\$155	per permit	
15 Demolition - Commercial	\$310	per permit	
16 Temporary Power Pole	\$136	per permit	
17 Swimming Pool/Spa			
a) Swimming Pool / Spa	\$853	per permit	
b) Detached Spa / Water Feature	\$297	per permit	
c) Gunite Alteration	\$452	per permit	
d) Equipment Change-out Alone	\$194	per permit	
18 Patio			
a) Standard (Wood/Metal Frame)			
i) Up to 200 SF	\$233	per permit	
ii) Greater than 200 SF	\$310	per permit	
b) Upgraded (with electrical, stucco, fans, etc.)			
i) Up to 200 SF	\$452	per permit	
ii) Greater than 200 SF	\$530	per permit	
19 Window / Sliding Glass Door			
a) Retrofit / Repair			
i) Up to 5	\$194	per permit	
ii) Each additional 5	\$39	per permit	
b) New / Alteration			
i) First	\$271	per permit	
ii) Each additional	\$58	per permit	

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

• Project valuations shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. For determining project valuations for new construction, the Building Official may use data published by the International Code Council (ICC) (building valuation data table, typically updated in February and August of each year). The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

Note: For construction projects with permit fees calculated using Section B, C, D, or E, additional fees apply for permit issuance. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

B. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits

Total Valuation	Permit Fee	
\$1 to \$4,000	\$155.00	
\$4,001 to \$10,000	\$155.00 for the first \$4,000	plus \$38.76 for each add'l \$1,000 or fraction thereof, to and including \$1,000
\$10,001 to \$50,000	\$387.50 for the first \$10,000	plus \$13.56 for each add'l \$1,000 or fraction thereof, to and including \$1,000
\$50,001 to \$100,000	\$930.00 for the first \$50,000	plus \$12.40 for each add'l \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,550.00 for the first \$100,000	plus \$6.98 for each add'l \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$4,340.00 for the first \$500,000	plus \$3.72 for each add'l \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6,200.00 for the first \$1,000,000	plus \$2.98 for each additional \$1,000 or fraction thereof over \$1,000,000

For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee

Plumbing inspection fees = Base permit fee x .10

Electrical inspection fees = Base permit fee x .10

Mechanical inspection fees = Base permit fee x .10

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

C. Permit Fee for Stand-Alone Mechanical Permit

Total Valuation		Permit Fee	
Up to \$2,000	\$155.00		
\$2,001 to \$4,000	\$232.50		
\$4,001 to \$10,000	\$310.00	for the first \$1,000	plus \$12.92 for each additional \$1,000 or fraction thereof over \$4,000
\$10,000 and up	\$387.50	for the first \$10,000	plus \$5.17 for each additional \$1,000 or fraction thereof over \$10,000

D. Permit Fee for Stand-Alone Plumbing Permit

Total Valuation		Permit Fee	
Up to \$2,000	\$155.00		
\$2,001 to \$4,000	\$232.50		
\$4,001 to \$10,000	\$310.00	for the first \$1,000	plus \$12.92 for each additional \$1,000 or fraction thereof over \$4,000
\$10,000 and up	\$387.50	for the first \$10,000	plus \$5.17 for each additional \$1,000 or fraction thereof over \$10,000

E. Permit Fee for Stand-Alone Electrical Permit

Total Valuation		Permit Fee	
Up to \$2,000	\$155.00		
\$2,001 to \$4,000	\$232.50		
\$4,001 to \$10,000	\$310.00	for the first \$1,000	plus \$12.92 for each additional \$1,000 or fraction thereof over \$4,000
\$10,000 and up	\$387.50	for the first \$10,000	plus \$5.17 for each additional \$1,000 or fraction thereof over \$10,000

Clarification of Fee Structure Application for Permit Fees

Assigned project valuation for fee-setting purposes is intended to correlate to the typical level of inspections required.

The example provided below is applicable to stand-alone trade permits:

Valuation Up to \$2,000 = 2 inspection typically required (1 hours)

Valuation \$2,001 - \$4,000 = 2 to 3 inspections typically required (1.5 hours)

Valuation \$4,001 - \$10,000 = 3 to 4 inspections typically required (2 hours)

Valuation \$10,000 and up = 4 or more inspections typically required (2.5 or more hours)

Additional fees will apply for permit processing and plan review, as required

Building Permit fees are also established to correspond to the typical level of inspections required.

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

F. Permit Fee for Stand-Alone or Combination Permits Not Identified Elsewhere in this Schedule

Note: For construction projects with permit fees calculated using Section F, additional fees apply for permit issuance. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

Activity Description	Fee	Charge Basis	Note
1 Stand-Alone or Combination Permit Fees (Alternative Calculation)			
a) One Inspection Required	\$78		
b) Two Inspections Required	\$155		
c) Three Inspections Required	\$233		
d) Four Inspections Required	\$310		
e) Each Additional Inspection	\$78		

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City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

G. Building Plan Review Fees

Activity Description	Fee	Charge Basis	Note
1 Plan Check Fees			
a) Plan Review Fee, if applicable	65% of Building Permit Fee		[a]
b) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg		
c) Expedited Plan Check (when applicable)	1.5x standard plan check fee		
d) Tract Home (Production Units)	10% of standard plan check fee		[b]
e) Alternate Materials and Materials Review (per hour)	\$155		
g) Revisions of Approved Plans	Hourly		

When applicable, plan check fees shall be paid at the time of application for a building permit.
The plan checking fee is in addition to the building permit fee

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

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City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

H. Other Fees

Activity Description	Fee	Note
1 Permit Issuance Fee	\$65	
2 General Plan Maintenance Fee (fee per \$1,000 valuation)	\$0.60	[a]
3 Technology Fee (percent of permit fee)	3%	
4 Strong Motion Instrumentation (SMI) Fee Calculation		
a) Residential	\$0.50 or valuation x .00013	
b) Commercial	\$0.50 or valuation x .00028	
5 Building Standards (SB 1473) Fee Calculation (Valuation)		
a) \$1 - \$25,000	\$1	
b) \$25,001 - \$50,000	\$2	
c) \$50,001 - \$75,000	\$3	
d) \$75,001 - \$100,000	\$4	
e) Each Add'l \$25,000 or fraction thereof	Add \$1	
6 Document Imaging		
a) First Sheet	\$13	
b) Each Additional Sheet	\$5	
7 Certificate of Occupancy		
a) Temporary Certificate of Occupancy (per 30 Days)	\$465	
b) Certificate of Occupancy		
i) Single Family Residential	\$155	
ii) Multi-Family Residential / Commercial	\$310	
8 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	\$233	
Copies, Re-Print, Change Of Contractor		
9 Printing Scanned / Archived Drawings	\$10	
10 Job Card / Permit Re-Print	\$51	
11 Change Of Contractor	\$78	

City of Cathedral City

MASTER FEE SCHEDULE - BUILDING FEES

H. Other Fees

Activity Description	Fee	Note
Violation Fees		
12 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)	equal to permit fee	
Other Fees		
13 Phased Inspection Fee (per inspection)	\$78	
14 After Hours Inspection (per hour) (2-hour minimum)	\$186	
15 Re-inspection Fee (2nd Time or More) (each)	\$78	[b]
16 Missed inspection Fee	\$78	
17 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$78	

[a] Fee only applies to permits for new construction and additions.

[b] Reinspection fee applies after the first re-inspection.

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City of Cathedral City

MASTER FEE SCHEDULE - CODE COMPLIANCE FEES

Fee Description	Fee	Charge Basis	Note
1 Garage Sale Permit	\$30	each	
2 Street Vendor Permit			
a) Initial	\$200	each	
b) Renewal	\$100	each	
3 Release of Notice of Pendency Fee	\$225	per recorded document	
4 Abandoned Property Registration & Monitoring Fee			
a) Registration Fee			
i) Initial	\$70	per year	
ii) Renewal	\$70	per year	
b) Monitoring Fee			
i) Initial	\$230	per year	
ii) Renewal	\$230	per year	

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City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note
Land Subdivision			
1 Parcel Map:			
a) Final Parcel Map			
i) Initial Sheet	\$2,322	per sheet	
ii) Each Additional Sheet	\$641	per sheet	
b) Final Parcel Map - Amendment			
i) Initial Sheet	\$2,322	per sheet	
ii) Each Additional Sheet	\$641	per sheet	
c) Substantial Conformance Review			
i) Initial Sheet	\$2,763	per sheet	
ii) Each Additional Sheet	\$1,201	per sheet	
2 Tract Map:			
a) Final Tract Map			
i) Initial Sheet	\$2,483	per sheet	
ii) Each Additional Sheet	\$721	per sheet	
b) Final Tract Map - Amendment			
i) Initial Sheet	\$2,483	per sheet	
ii) Each Additional Sheet	\$721	per sheet	
c) Substantial Conformance Review			
i) Initial Sheet	\$2,763	per sheet	
ii) Each Additional Sheet	\$1,201	per sheet	
3 Reversion to Acreage:			
a) Initial Sheet	\$2,563	per sheet	
b) Each Additional Sheet	\$641	per sheet	
4 Lot Line Adjustment/Parcel Merger			
a) Lot Line Adjustment	\$2,073	per request	
b) Parcel Merger	\$2,073	per request	
5 Street Dedication/Vacation			
a) Land Action Documents (Right-of-Way Easements/Grant Deeds, etc.)	\$2,120	per request	
b) Vacation of Street/Public Right-of-Way	\$2,638	per request	

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note
6 Land Survey			
a) Record of Survey	\$521	per request	
b) Certificate of Correction	\$681	per request	
Grading / Project Improvements			
7 Plan Review (First 3 Reviews):			
a) Mass Grading / Stockpile			
i) Initial Sheet	\$283	per sheet	
ii) Each Additional Sheet	\$94	per sheet	
iii) Revisions - Initial Sheet	\$94	per sheet	
iv) Revisions - Each Additional Sheet	\$94	per sheet	
b) Rough Grading			
i) Initial Sheet	\$1,321	per sheet	
ii) Each Additional Sheet	\$721	per sheet	
iii) Revisions - Initial Sheet	\$1,121	per sheet	
iv) Revisions - Each Additional Sheet	\$801	per sheet	
c) Precise Grading - Commercial			
i) Initial Sheet	\$1,802	per sheet	
ii) Each Additional Sheet	\$1,121	per sheet	
iii) Revisions - Initial Sheet	\$1,441	per sheet	
iv) Revisions - Each Additional Sheet	\$961	per sheet	
d) Precise Grading - Tract Homes			
i) Initial Sheet	\$1,041	per sheet	
ii) Each Additional Sheet	\$200	per sheet	
iii) Revisions - Initial Sheet	\$561	per sheet	
iv) Revisions - Each Additional Sheet	\$200	per sheet	
e) Precise Grading			
i) Precise Grading - Infill Home	\$480		
ii) Precise Grading - Custom Home	\$961		

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note
f) PM 10 (Fugitive Dust Control)			
i) PM 10 Packet	\$471	each	
ii) PM 10 Full Size Plan	\$754	each	
iii) Revisions - Packet	\$377	per sheet	
iv) Revisions - Full Size Plan	\$283	per sheet	
g) Street Improvements			
i) Initial Sheet	\$1,441	per sheet	
ii) Each Additional Sheet	\$641	per sheet	
iii) Revisions - Initial Sheet	\$961	per sheet	
iv) Revisions - Each Additional Sheet	\$480	per sheet	
h) Storm Drain			
i) Initial Sheet	\$1,441	per sheet	
ii) Each Additional Sheet	\$641	per sheet	
iii) Revisions - Initial Sheet	\$961	per sheet	
iv) Revisions - Each Additional Sheet	\$480	per sheet	
i) Signing and Striping			
i) Initial Sheet	\$1,281	per sheet	
ii) Each Additional Sheet	\$641	per sheet	
iii) Revisions - Initial Sheet	\$1,121	per sheet	
iv) Revisions - Each Additional Sheet	\$641	per sheet	
j) Traffic Signal			
i) Initial Sheet	\$1,922	per sheet	
ii) Each Additional Sheet	\$961	per sheet	
iii) Revisions - Initial Sheet	\$801	per sheet	
iv) Revisions - Each Additional Sheet	\$480	per sheet	
k) Sidewalk (when submitted separately from grading plan)			
i) Initial Sheet	\$801	per sheet	
ii) Each Additional Sheet	\$320	per sheet	
iii) Revisions - Initial Sheet	\$641	per sheet	
iv) Revisions - Each Additional Sheet	\$320	per sheet	
l) Traffic Control Plan	\$320	per sheet	

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note
m) Record Drawings Review			
i) Initial Sheet	\$801	per sheet	
ii) Each Additional Sheet	\$160	per sheet	
n) Hydrology Report	\$1,441	per report	
i) Revisions	\$480	per report	
o) Traffic Study	\$2,073	per study	
p) Traffic Letter	\$377	per letter	
q) Water Quality Mgmt. Plan Report (WQMP)	\$2,261	per report	
i) Revisions	\$942	per report	
r) Stormwater Pollution Prevention Plan (SWPPP)	\$480	per plan	
i) Revisions	\$160	per plan	
s) Sewer and Water - Onsite or Offsite			
i) Initial Sheet	\$160	per sheet	
ii) Each Additional Sheet	\$80	per sheet	
iii) Revisions - Initial Sheet	\$80	per sheet	
iv) Revisions - Each Additional Sheet	\$80	per sheet	
8 Plan Review (>3 Reviews)	\$160	per hour	
9 Expedited Plan Review Fee	1.5x standard fee		[a]
10 Permit Inspection			
a) Mass Grading / Stockpile			
i) Per 1,056 CY	\$160	1,056	
b) Rough Grading			
i) First 3 Acres	\$801		
ii) Each Additional Acre	\$120		

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note
c) Precise Grading			
i) Single Family Infill Lot	\$480		
ii) Single Family Custom Home Lot	\$641		
iii) Tract Home (per lot)	\$320		
iv) All Others			
a) Without Rough Grading			
i) First 3 Acres	\$801		
ii) Each Additional Acre	\$160		
b) Subsequent to Rough Grading			
i) First 3 Acres	\$480		
ii) Each Additional Acre	\$80		
d) Street Improvements - On-Site			
i) Up to 500 LF	\$1,922		[d],[f]
ii) 500 - 1,000 LF	\$3,203		[d],[e],[f]
iii) Each Additional 1,000 LF	\$1,602		[d],[e],[f]
e) On-Site Improvements Other Than Street Improvements			
i) Up to 5,000 Sq Ft	\$2,082		[e],[f]
ii) 5,000 Sq Ft - 10,000 Sq Ft	\$4,004		[e],[f]
iii) Each Additional 10,000 Sq Ft	\$480		[e],[f]
f) PM10 (per year)			
i) Single Family Infill Lot <10,000 Sq Ft	\$641		[b]
ii) > 10,000 Sq Ft - < 10 Acres	\$1,922		[b] , [c]
iii) 10 - 50 Acres	\$2,883		[b] , [c]
iv) 51 - 200 Acres	\$3,844		[b] , [c]
v) > 200 Acres	\$4,805		[b] , [c]
11 Encroachment Permits			
a) Street Improvements - Off-Site			
i) Up to 500 LF	\$2,723		[d]
ii) 500 - 1,000 LF	\$4,485		[d],[e]
iii) Each Additional 1,000 LF	\$2,082		[d],[e]

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note
b) Storm Drain Line			
i) Up to 500 LF	\$1,281		
ii) 500 - 1,000 LF	\$2,242		[e]
iii) Each Additional 1,000 LF	\$961		[e]
c) Storm Drain Inlet/Outlet Structures			
i) Up to 5	\$641		
ii) Each Additional	\$160		
d) Storm Drain Retention (Underground Systems)	\$961	per unit	
e) Off-site Signing and Striping			
i) Up to 500 LF	\$641		[g]
ii) 500 - 1,000 LF	\$1,281		[e],[g]
iii) Each Additional 1,000 LF	\$240		[e],[g]
f) Traffic Signal	\$5,125		
g) NPDES			
i) SWPPP			
a) Single Family Infill Lot <10,000 Sq Ft	\$320	per year	[h]
b) > 10,000 Sq Ft - < 10 Acres	\$961	per year	[h]
c) 10 - 50 Acres	\$1,441	per year	[h]
d) 51 - 200 Acres	\$1,922	per year	[h]
e) > 200 Acres	\$2,402	per year	[h]
ii) Water Quality Mgmt. Plan (WQMP)	\$961	each	[i]
h) Bond Reduction Request	\$1,842		
i) Final Inspection/Acceptance			
i) Single Family Lot <10,000 Sq Ft	\$160		[j]
ii) > 10,000 Sq Ft - < 2 Acres	\$480		[k]
iii) > 2 Acres - < 10 Acres	\$641		[k]
iv) > 10 - < 50 Acres	\$961		[k]
v) > 50 - 200 Acres	\$1,281		[k]
vi) > 200 Acres	\$1,602		[k]

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note
j) Traffic Control			
i) Up to Two Consecutive Days	\$200		[l]
ii) Three - Five Consecutive Days	\$480		
iii) Each Additional Consecutive Day (Up to 10 Days)	\$120	per day	
iv) 11+ Days (Up to 60 Calendar Days Max)	\$1,602		
k) Cut/Bore/Vault/Pot Hole	\$320	each	
l) Driveway			
i) Residential	\$400		
ii) Commercial	\$641		
m) Excavation / Trenching			
i) First 100 LF	\$480		
ii) Each Additional 100 LF	\$80		
n) Sidewalk			
i) Up to 20 Lineal Feet	\$240		
ii) 20 - 100 Lineal Feet	\$320		
iii) Each Additional 100 Lineal Feet	\$160		
o) Sewer and Water - Private On Site	\$641		
p) Night Work (per night)	\$1,281		
q) Excess Inspection / Missed Inspection / Re-Inspection / Re-Call Compliance Inspections	\$160		
r) Stop Work Notice Release	\$480		
<hr/>			
12 Research/Administrative			
a) Subdivision Improvement Agreement (SIA)	\$1,922	per request	
b) SIA - Time Extension	\$1,121	per request	
c) Assignment & Assumptions Agreement	\$2,082	per request	
d) Flood Plain			
i) Research/FEMA App	\$480	per request	
ii) Community Acknowledgement Form	\$240	per request	
e) Bid Protest Review	\$1,281		
f) Misc Research (per request, per hour)	\$160		[m]
g) Misc Covenant Review & Approval	\$400		
h) CC&R Review (per request)	\$2,563		
i) Streetlight Application Review and Covenant	\$400		

City of Cathedral City

MASTER FEE SCHEDULE - LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note
13 Reactivation of Permit			
a) Reactivation of an Expired Minor Permit	10% of original permit fee	each	[n]
b) Reactivation of an Expired Major Permit	20% of original permit fee	each	[n]
14 Technology Enhancement Fee	3% of fee		
15 Transportation Permits			
a) Annual	\$90	each	
b) Single Event	\$16	each	
16 Pool Drain Permit	\$31	each	
17 Business License Inspection	\$188	each	
18 NPDES Inspections			
a) Food Use	\$188		
b) Hazardous Waste			
i) without Storage	\$188		
ii) with Storage	\$236		
19 Park/Gazebo Rentals			[o]

[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.

[b] For PM10 annual permit.

[c] Fee generally assumes one inspection per month. Additional inspections billed using re-inspection fee.

[d] Includes, curb, gutter, and sidewalk. Excludes driveways.

[e] Rounded up to nearest thousand feet.

[f] Excluding building foundation footprint.

[g] Footage based on centerline street length.

[h] Annual inspection cost.

[i] Includes Water Quality Management Plan specific covenant.

[j] Includes tract single family homes, does not include tract final.

[k] Includes tract finals.

[l] Permanent patching of pavement at same location will count as a subsequent consecutive day.

[m] Estimate provided up front.

[n] Assumes no changes to original permit.

[o] Based on recommendation from PACE and final approval by City Council.

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note
1 Water Based Fire Protection Systems (1)			
a) Fire Sprinkler Commercial/Multi Family/Other - New System			
i) Plan Review (up to 50 heads)	\$429	per installation	
ii) Inspection (up to 50 heads)	\$585	per installation	
b) Fire Sprinkler Commercial/Multi Family/Other - Alteration			
i) Plan Review (up to 25 heads)	\$195	per installation	
ii) Inspection (up to 25 heads)	\$273	per installation	
c) Fire Sprinkler, Per additional head - New or Alteration			
i) Plan Review	\$1	per head	
ii) Inspection	\$2	per head	
d) Fire Sprinkler Single Family/Duplex - New System			
i) Plan Review	\$234	per installation	
ii) Inspection	\$390	per installation	
e) Fire Sprinkler Single Family/Duplex - Alteration of Existing System			
i) Plan Review	\$234	per installation	
ii) Inspection	\$234	per installation	
f) Standpipe			
i) Plan Review (per vertical standpipe)	\$312	per system	
ii) Inspection (per vertical standpipe)	\$624	per system	
g) Fire Protection Underground System			
i) Plan Review	\$234	each	
ii) Inspection	\$624	each	
h) Per Additional Sprinkler Riser or Hydrant			
i) Plan Review	\$234	each	
ii) Inspection	\$312	each	

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note
2 Fire Alarm System (1):			
a) Fire Alarm - New System			
i) Plan Review (up to 25 devices)	\$156	per system	
ii) Inspection (up to 25 devices)	\$156	per system	
b) Fire Alarm - Alteration			
i) Plan Review (up to 5 devices)	\$156	per system	
ii) Inspection (up to 5 devices)	\$156	per system	
c) Per Additional Device			
i) Plan Review - New or Alteration	\$2	per device	
ii) Inspection - New or Alteration	\$3	per device	
3 Alternative Automatic Extinguishing Systems (Dry, Wet, CO2, Halon, UL			
a) Plan Review	\$234	per system	
b) Inspection	\$351	per system	
4 Other Fire Construction Reviews and Inspections (2):			
a) LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, Industrial Oven, & other Fire Construction Permit			
i) Plan Review	\$234	per system	
ii) Inspection	\$2	per system	
b) Public School Access & Water Supply Plan Check (hourly) - Minimum 1 hour review deposit required (3)	\$156	per review	
5 Hazardous Activities Installation/Removal Permits Above Ground - Hazardous Materials Tank and/or Pipe Installation or Removal (1 tank)(4):	\$312	per tank system	
Permits to Operate (Type of Permit Activity)			
6 Amusement Building	\$78		
7 Carnivals and Fairs	\$156		
8 Combustible Dust Operations	\$78		
9 Covered Mall Buildings	\$312		
10 Exhibits and Trade Shows	\$156		
11 Explosives or Blasting Agents	\$156		
12 Mobile Fueling	\$78		

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note
13 Recreational or Bon Fire	\$156		
14 Theatrical Fire Performance	\$312		
15 High Pile Storage	\$78		
16 Hot Work Operations	\$78		
17 Industrial Ovens	\$78		
18 Lumber Yards	\$156		
19 Misc. Combustible Storage	\$156		
20 Places of Assembly			
a) Less than 300 occupant load	\$156		
b) 300 - 999 occupant load	\$156		
c) 1,000 or more occupant load	\$312		
21 Commercial Day Care Facility			
a) 7 - 49 persons	\$78		
b) 50 - 149 persons	\$156		
c) 150 or more persons	\$234		
22 Institutional			
a) Less than 6 patients	\$78		
b) 6 or more patients	\$78		
c) Detention facilities	\$312		
23 Apartments/Hotels/Motels			
a) 3 - 16 units	\$156		
b) 17 - 32 units	\$234		
c) 33 or more units	\$312		
24 Large Family Day Care			
a) Large Family Day Care	\$78		
b) Pre-inspection (at hourly rate)	\$78		
25 850 Inspections			
a) 850 Inspection (at hourly rate)	\$78		

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note
26 Residential Care Facilities			
a) 7 or more residents	\$78		
b) Pre-inspection (at hourly rate)	\$78		
27 Temporary Membrane Structures (Tents/Canopies)			
a) 401 - 1,499 SF	\$78		
b) 1,500 - 2,999 SF	\$78		
c) 3,000 - 5,999 SF	\$156		
d) 6,000 or more SF	\$234		
28 Annual Inspection: Above Ground - Flammable / Combustible Liquid Tank and/or Pipe	\$156	per tank system	
<hr/>			
29 New Construction Plan Check (6):			
a) A - Assembly	\$390	each	
b) B, I, M - Business, Institutional, Mercantile	\$312	each	
c) E, R-1, R-2 - Educational, Multi-Family	\$390	each	
d) F, S, H - Factory, Storage, Hazardous	\$390	each	
e) R-3 - Single Family	\$156	each	
f) All Tenant Improvements	\$156	each	
g) U - Utility Structures and Buildings	\$156	each	
h) All Shell Buildings	\$156	each	
<hr/>			
Other Miscellaneous Fees			
30 Copy of Incident Report (per incident)	\$15		
31 Media Reproduction (audio, video, photographic)	Actual Cost		
32 Emergency Response Caused by DUI	Actual Cost		
33 Weed Abatement Administrative Parcel Fee	\$312		
34 Code Appeal (per hour)	\$156		
35 Fire Flow / Hydrant Test	\$468		
36 Minimum Intake Fee	\$156		
37 Voluntary Inspection	\$312		
38 Technical Report (alternate material or method request)	\$624		
39 Inspection Requests (after normal business hours) (7)	1.5 x charge amount		
40 Excessive resubmittals and inspections	\$156	each	
41 Administrative Fee (work without a permit)	\$390		
42 Code Review or Design Consultation (per hour)	\$156		
43 Fire Prevention Division Hourly Rate	\$156		

City of Cathedral City

MASTER FEE SCHEDULE - FIRE CONSTRUCTION PERMIT FEES

Activity Description	Fee	Unit	Note
44 Late Payment Penalty for Permits			
a) 30 days past due	\$50		
b) 60 days past due	\$100		
c) 90 days past due	\$200		
45 Special Request for Fire Department Personnel Services	overtime rate by rank	per hour	

- (1) Fee includes up to two plan checks or three inspections. Additional costs to be recovered at staff hourly rate.
- (2) Fee includes up to two plan checks or two inspections. Additional costs to be recovered at staff hourly rate.
- (3) Actual costs - may also be charged by actual costs using the fully burdened hourly rates plus any outside consultant costs if applicable. Review time exceeding initial hours assumed for establishing deposit is billed at hourly rate.
- (4) Fee includes plan check and up to two inspections. Additional costs to be recovered at staff hourly rate.
- (5) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request. The standard number of hours estimated can be calculated by dividing the fee amount by \$157, the Division's fully-burdened hourly rate. For example, a fee amount of \$314 assumes roughly 2.00 hours will be required to perform a standard request for the fee related service. Review and inspection efforts that exceed the standard number of hours used to calculate the fee by more than one hour will be billed hourly for any time spent in excess of the standard hours built into the fee.
- (6) Planning submittals for fire review and related correspondence, meetings, etc. may be charged for at hourly rate during the construction plan review.
- (7) Inspection outside normal work hours will require hourly fees in addition to other required fees.

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City of Cathedral City

MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
ADULT ORIENTED BUSINESSES:				
1 Sexually Oriented Business New Permit	\$2,457		flat fee	
2 Sexually Oriented Business Renewal Permit	\$1,229		flat fee	
3 ANNEXATION TO CATHEDRAL CITY:		\$20,000	deposit	
APPEALS:				
4 Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	\$1,000		flat fee	
SIMILAR USE DETERMINATION:				
5 Similar use determination - Administration	\$473		flat fee	
6 Similar use determination by PC	\$1,134		flat fee	
CONDITIONAL USE PERMITS:				
7 CUP - Including design review for new structure or modification		\$8,514	minimum fee / initial deposit	
8 CUP - Use only - no structural alteration / modification		\$1,890	minimum fee / initial deposit	
9 CUP - Alcohol, Garage > 800 sq ft, Other Minor		\$756	minimum fee / initial deposit	
10 CUP - Revisions / Modifications - Major		\$4,158	minimum fee / initial deposit	
11 CUP - Revisions / Modifications - Minor		\$1,890	minimum fee / initial deposit	
DESIGN REVIEWS:				
12 Design Review - Administrative Approval				
a) without Architectural Review Committee Required		\$1,134	minimum fee / initial deposit	
b) with Architectural Review Committee Required		\$2,457	minimum fee / initial deposit	
13 Design Review - Discretionary Approval		\$8,514	minimum fee / initial deposit	
14 Design Review - Duplex 3-4 Units		\$1,512	minimum fee / initial deposit	

City of Cathedral City

MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
ENVIRONMENTAL PROCESSING:				
15 Negative Declaration		\$4,725	minimum fee / initial deposit	
16 Environmental Impact Report		\$16,443	minimum fee / initial deposit	
FILM PERMITS:				
17 Film Permit - Still Fee	\$945		flat fee	
a) plus Daily Fee, or	\$284		flat fee	
b) Weekly Fee	\$945		flat fee	
18 Film/Video	\$945		flat fee	
a) plus Daily Fee, or	\$284		flat fee	
b) Weekly Fee	\$945		flat fee	
PLANNED UNIT DEVELOPMENTS:				
19 PUD		\$16,065	minimum fee / initial deposit	
20 Amended/Revised PUD		\$7,938	minimum fee / initial deposit	
PLANS:				
21 General Plan Amendment		\$7,655	minimum fee / initial deposit	
22 Change of Zone		\$7,655	minimum fee / initial deposit	
23 Change of Zone w / GPA		\$10,962	minimum fee / initial deposit	
24 Specific Plan		\$20,034	minimum fee / initial deposit	
25 Specific Plan Amendment		\$8,505	minimum fee / initial deposit	
26 Development Agreements		\$8,411	minimum fee / initial deposit	
SIGN PERMITS:				
27 Master Sign Program	\$1,512		flat fee	
28 Window Signs - NonExempt	\$95		flat fee	[a]
29 Drive thru menu boards	\$851		flat fee	[a]
30 Subdivision sign	\$1,229		flat fee	[a]
31 New Sign - Wall	\$378		flat fee	[a]
32 Monument Signs				
a) Shopping Center	\$1,323		flat fee	[a]
b) All Others	\$662		flat fee	[a]
33 Billboards	\$6,048		flat fee	[a]

City of Cathedral City

MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
34 Temporary Signs	\$95		flat fee	[a]
35 Alteration of sign face	\$95		flat fee	[a]
36 Special permit for noncommercial murals			fixed by resolution, section 9.62.070, ord 554,2001	
SUBDIVISION MAPS:				
37 Tentative / Vesting Parcel Maps-up to 4 parcels		\$4,725	minimum fee / initial deposit	
38 Tentative / Vesting Tract Maps-up to 10 lots		\$6,615	minimum fee / initial deposit	
39 Tentative Tract Maps - per additional lot		\$50	minimum fee / initial deposit	
40 Map Revisions		\$2,268	minimum fee / initial deposit	
41 Reversion to Acreage		\$4,725	minimum fee / initial deposit	
MISCELLANEOUS:				
INSPECTIONS:				
42 Final Inspection (2)	\$284		flat fee	
43 Re-inspections for Final Approval	\$189		flat fee	
44 Final Landscape Inspection	\$284		flat fee	
45 Inspection - Commercial				
a) Alterations/Additions - Non-Residential	\$284		flat fee	
b) New Construction - Up to 5 acres	\$473		flat fee	
c) New Construction - 5 acres or greater	\$1,134		flat fee	
46 Inspection - Residential				
a) Alterations/Additions - Residential	\$95		flat fee	
b) Residential - SFD	\$189		flat fee	
c) Residential - MFD - up to 4 units	\$473		flat fee	
d) Residential - Multi-family over 4 units	\$1,134		flat fee	
PLAN CHECK:				
47 Final Landscape Plan	\$1,040	\$1,040	minimum fee / initial deposit	
48 Plan Check Fee - Commercial				
a) Alterations / Additions - Non-Residential		\$198	minimum fee / initial deposit	
b) Up to 5 acres		\$2,079	minimum fee / initial deposit	
c) 5 acres or greater		\$3,119	minimum fee / initial deposit	

City of Cathedral City

MASTER FEE SCHEDULE - PLANNING FEES

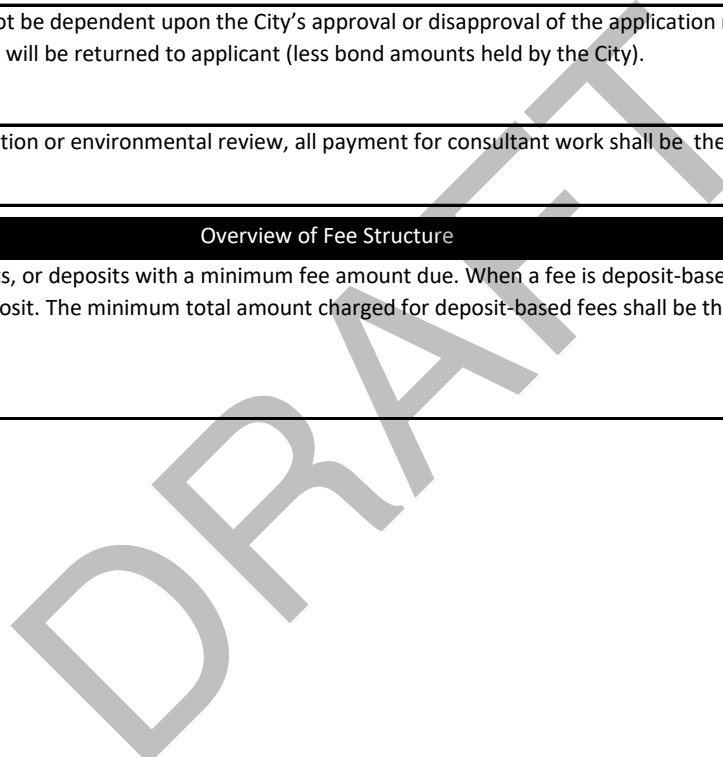
Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
49 Plan Check Fees - Residential				
a) Alterations / Additions - Residential	\$95		flat fee	
b) Residential - SFD	\$236		flat fee	
c) Residential - MFD - up to 4 units	\$614		flat fee	
d) Residential - Multi-family over 4 units		\$2,457	minimum fee / initial deposit	
STREET NAME CHANGE:				
50 Street Name Change	\$2,563		flat fee	
TIME EXTENSIONS:				
51 Time Extensions	\$1,890		flat fee	
SPECIAL USE PERMITS:				
52 Special Use Permits (SUP) - Minor	\$567		flat fee	
53 Special Use Permits (SUP)	\$1,512		flat fee	
54 Downtown Core SUP (Includes C'wide Events)	\$2,268		flat fee	
55 Dance Permit	\$1,134		flat fee	
VARIANCES:				
56 Variance		\$4,158	minimum fee / initial deposit	
57 Administrative Variance - Minor	\$567		flat fee	
58 Administrative Variance	\$1,512		flat fee	
OTHER FEES:				
59 General Plan & Zoning Letter (Zoning Confirmation Letter)	\$295		flat fee	
60 Zoning Compliance Letter	\$1,512		flat fee	
61 RV Parking Permit	\$425		flat fee	
62 Handbill Permit	\$331		flat fee	
HOUSING:				
63 Senate Bill (SB) 330 Application Review	\$1,512		flat fee	
PRE-APPLICATION / CONCEPTUAL DESIGN REVIEW:				
64 Conceptual Design Review	\$1,323		flat fee	
PUBLIC NOTICING:				
65 Public Noticing	\$500		flat fee	
HOURLY BILLING RATES FOR DEPOSITS				
66 Hourly Billing Rates		See rate sched	per hour	

[a] Fee reduced by 50% if part of sign program.

City of Cathedral City

MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
Full Cost Deposits and Deposit Replenishment				
<p>Applicants for full cost (deposit-based) submittals shall pay for all City staff and contract service provider time and materials required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule will be subject to a full cost reimbursement agreement to be approved by the City Manager and/or City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.</p>				
<p>Initial deposits will be collected and held by the City in a deposit account at the time the application is submitted. Project billing amounts will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.</p>				
<p>Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. Any deposit amounts remaining after final project close out will be returned to applicant (less bond amounts held by the City).</p>				
<p>As may be required for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.</p>				
Overview of Fee Structure				
<p>Fees may be either fixed fees, deposits, or deposits with a minimum fee amount due. When a fee is deposit-based, the City will collect the initial deposits and bill against that deposit. The minimum total amount charged for deposit-based fees shall be the amount shown in the minimum fee / initial deposit column.</p>				



City of Cathedral City

MASTER FEE SCHEDULE - POLICE FEES

Fee Description	Fee	Charge Basis	Note
1 Report Copies			
a) Traffic Collision Report	\$20	per report	
b) All Other Reports	\$0.25 / page	per page	
c) Photos / Digital Media (e.g. Flash Drive) if provided by City	\$10	per device	
2 Citation Sign-Off			
a) CCPD Citation, CC Resident	No Charge	per citation	
b) Non-CCPD Citation, CC Resident	\$15	per citation	
c) Non-Resident	\$25	per citation	
3 Residency Letter	\$45	per request	
4 Local Criminal History	\$45	per request	
5 ABC Letter	\$45	per request	
6 Vehicle Release	\$225	per request	
7 Repossession Receipt	\$15	each	[a]
8 Alarm User Permit			
a) Initial permit application	\$50	each	
b) Renewal permit application	\$40	each	
c) Late Filing Fees			
i) 30 days Late Fee (add to base permit fee)	\$15	each	
ii) 90 Days Late Fee (add to base permit fee)	\$25	each	
d) Re-Issued Alarm User Permit	\$200	each	
9 Excessive False Alarms (Permitted Alarm Systems):			
a) First false alarm			
i) Burglary	No Charge	each	
ii) Duress/robbery	No Charge	each	
b) Second false alarm			
i) Burglary	\$125	each	
ii) Duress/robbery	\$125	each	
c) Third false alarm			
i) Burglary	\$175	each	
ii) Duress/robbery	\$175	each	
d) Fourth false alarm and Each Additional			
i) Burglary	\$225	each	
ii) Duress/robbery	\$225	each	

City of Cathedral City

MASTER FEE SCHEDULE - POLICE FEES

Fee Description	Fee	Charge Basis	Note
10 Excessive False Alarms (Non-Permitted Alarm Systems):			
a) First false alarm			
i) Burglary	\$125	each	
ii) Duress/robbery	\$125	each	
b) Second and Each Additional			
i) Burglary	\$225	each	
ii) Duress/robbery	\$225	each	
11 Online Alarm Education Diversion Course	\$25	each	
12 Carry Concealed Weapon License			
a) Initial Application (Plus applicable DOJ fees)	\$200	per application	
b) Renewal (Plus applicable DOJ fees)	\$150	per application	
c) Duplicate / Amended License (Plus applicable DOJ fees)	\$25	per request	
d) Psychological Testing, if Required (Plus applicable DOJ fees)	Actual Cost	each	
13 Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	\$125	per response	
14 DUI Traffic Collision Response	\$520	per incident	
15 Special Service Requests			
a) Regular Time			
i) Police Sergeant	\$135	per hour	
ii) Police Officer	\$94	per hour	
b) Over-Time			
i) Police Sergeant	\$171	per hour	
ii) Police Officer	\$120	per hour	

[a] Fee established by State of California.

City of Cathedral City

MASTER FEE SCHEDULE - SHORT TERM RENTAL PERMIT FEES

Fee Description	Fee	Charge Basis	Note
1 Short-Term Rental Permit Fee			
a) Homesharing Permit	\$525	per year	
b) Short-Term Vacation Rental Permit	\$1,950	per year	

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City of Cathedral City

MASTER FEE SCHEDULE - HOURLY BILLING RATES

BILLING RATES FOR FEE-RELATED SERVICES (HOURLY / T&M BILLINGS)

Fee Category / Division	Position	Hourly Billing Rate	Inflator Added to Base Salary	Note
1 Planning	Director	\$326		
2 Planning	Associate Planner	\$191		
3 Planning	Assistant Planner	\$174		
4 Planning	Office Assistant	\$88		
5 Planning	Uniform Hourly Billing Rate	\$189		
6 Planning	All Other Positions		3.29	[a]
7 Planning	Contract Service Support	Pass-through + 15% Admin		[b]
8 Building	Uniform Hourly Billing Rate	\$155		[c]
9 Building	Contract Service Support	Pass-through + 15% Admin		[b]
10 Engineering	Eng Pub Works Director	\$335		
11 Engineering	City Engineer	\$335		
12 Engineering	Senior Engineer	\$187		
13 Engineering	Development Project Manager	\$187		
14 Engineering	Program Administrator	\$169		
15 Engineering	Associate Civil Engineer	\$169		
16 Engineering	Assistant Civil Engineer	\$159		
17 Engineering	Engineering Tech II	\$131		
18 Engineering	Engineering Tech I	\$114		
19 Engineering	Comm Dev Specialist	\$91		
20 Engineering	Office Assistant	\$91		
21 Engineering	Uniform Hourly Billing Rate	\$188		
22 Engineering	All Other Positions		3.38	[a]
23 Engineering	Contract Service Support	Pass-through + 15% Admin		[b]
24 Code Enforcement	Code Compliance/Dev Manager	\$231		
25 Code Enforcement	Code Compliance Officer II	\$133		
26 Code Enforcement	Analyst II	\$143		
27 Code Enforcement	Administrative Assistant I	\$122		
28 Code Enforcement	Uniform Hourly Billing Rate	\$144		
29 Code Enforcement	All Other Positions		3.44	[a]
30 Code Enforcement	Contract Service Support	Pass-through + 15% Admin		[b]

City of Cathedral City

MASTER FEE SCHEDULE - HOURLY BILLING RATES

BILLING RATES FOR FEE-RELATED SERVICES (HOURLY / T&M BILLINGS)

Fee Category / Division	Position	Hourly Billing Rate	Inflator Added to Base Salary	Note
31 Fire Prevention	Uniform Hourly Billing Rate	\$156		[c]
32 Fire Prevention	Contract Service Support	Pass-through + 15% Admin		[b]
33 Finance	Deputy Finance Director	\$224		
34 Finance	Accountant II	\$138		
35 Finance	Analyst II	\$108		
36 Finance	Payroll Coordinator	\$108		
37 Finance	Analyst I	\$98		
38 Finance	Admin Assistant I	\$89		
39 Finance	Uniform Hourly Billing Rate	\$126		
40 Finance	All Other Positions		2.49	[a]
41 Finance	Contract Service Support	Pass-through + 15% Admin		[b]
42 City Clerk	City Clerk	\$161		
43 City Clerk	Office Assistant	\$61		
44 City Clerk	Uniform Hourly Billing Rate	\$111		
45 City Clerk	All Other Positions		2.29	[a]
46 City Clerk	Contract Service Support	Pass-through + 15% Admin		[b]
47 Police	Police Chief	\$369		
48 Police	Police Commander	\$287		
49 Police	Police Sergeant	\$248		
50 Police	Police Officer	\$174		
51 Police	Public Safety Dispatch Supervisor	\$148		
52 Police	Administrative Analyst II	\$146		
53 Police	Crime Analyst	\$140		
54 Police	Lead Dispatcher	\$134		
55 Police	Admin. Office Coordinator	\$130		
56 Police	Training Coordinator	\$130		
57 Police	Property & Evidence Tech II	\$130		
58 Police	Public Safety Dispatcher II	\$127		
59 Police	Police Records Specialist II	\$118		
60 Police	STVR Compliance Officer	\$130		

City of Cathedral City

MASTER FEE SCHEDULE - HOURLY BILLING RATES

BILLING RATES FOR FEE-RELATED SERVICES (HOURLY / T&M BILLINGS)

Fee Category / Division	Position	Hourly Billing Rate	Inflator Added to Base Salary	Note
61 Police	Public Safety Dispatcher I	\$110		
62 Police	Police Records Specialist I	\$90		
63 Police	Uniform Hourly Billing Rate	\$174		
64 Police	All Other Positions		3.37	[a]
65 Police	Contract Service Support	Pass-through + 15% Admin		[b]

[a] To calculate hourly rate for positions not listed, multiply base salary rate per hour by factor shown. Outcome is fully-burdened hourly rate. Fully-burdened hourly rate includes benefits, adjustment for productive hours, indirect costs, etc. Example: \$90,000 annual salary / 2,080 hours = \$43.27/hr. Multiple by factor of 3.38 to calculate fully-burdened hourly rate of \$146/hr.

[b] For deposit-based or pass-through billings.

[c] Positional billings are not used for building fees. Use uniform hourly billing rate when required.

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APPENDIX D

FEES PROPOSED TO BE MODIFIED TO LESS THAN FULL COST RECOVERY

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Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS Report



Cathedral City

Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

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City of Cathedral City
 Master Fee Schedule Update
 Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

Fee Description	Cost of Service	Current Fee	Proposed Fee	Proposed Cost Recovery	Reason for Exception
Building Fees					
1 General Plan Maintenance Fee (fee per \$1,000 valuation)	\$2.41	\$0.50	\$0.60	25%	Fee proposed to increase by 20% over current level. Also, assume some general community wide benefit from General Plan update.
Business License Fees					
1 Business License Processing Fee					
a) New	\$84	\$20	\$40	48%	Fee recommended for increase while taking into consideration other applicable fees; base issuance and inspection fees for business requiring new license issuance, building and fire inspections moves from \$70 to \$158.
b) Renewal	\$42	\$7	\$20	48%	Current fee is \$7; significant increase recommended. Monitor feedback and phase-in future adjustments.
2 Duplicate License	\$11	\$5	\$5	48%	Fostering collaboration with business community and considerate of changing technologies.
3 Review for Home Occupation License	\$95	\$40	\$50	53%	Encourage compliance. Fee is proposed to increase by 25%.
4 Fire Inspection Review for Business License	\$78	\$26	\$40	51%	Fee recommended for increase while taking into consideration other applicable fees; base issuance and inspection fees for business requiring new license issuance, building and fire inspections moves from \$70 to \$158.
8 Police Review for Business License					
a) Massage - Establishment					
i) Initial	\$261	\$220	\$245	94%	Fees proposed for \$25 adjustment. Close to full cost recovery. Other applicable business license fees apply and are proposed for increase.
b) Massage - Therapist / Practitioner					
i) Initial	\$261	\$220	\$245	94%	Fees proposed for \$25 adjustment. Close to full cost recovery. Other applicable business license fees apply and are proposed for increase.
d) Sexually Oriented Business					
i) Initial	\$261	\$220	\$245	94%	Fees proposed for \$25 adjustment. Close to full cost recovery. Other applicable business license fees apply and are proposed for increase.
9 Bingo Permit	\$84	\$53	\$50	60%	Maximum permit fee established by State of California.
Code Enforcement Fees					
1 Garage Sale Permit	\$72	\$25	\$30	42%	Encourage compliance.
2 Street Vendor Permit					
b) Renewal	\$192	\$50	\$100	52%	Encourage compliance.
3 Release of Notice of Pendency Fee	\$648	\$97	\$225	35%	Associated with curing distressed property issue.
4 Abandoned Property Registration & Monitoring Fee					
a) Registration Fee					
i) Initial	\$72	\$70	\$70	97%	Targeting approximately full cost recovery. Amount rounded.
ii) Renewal	\$72	\$70	\$70	97%	Targeting approximately full cost recovery. Amount rounded.
b) Monitoring Fee					
i) Initial	\$360	n/a	\$230	64%	No fee currently in place. Monitor fee performance. Associated with curing distressed property issue.
ii) Renewal	\$360	n/a	\$230	64%	No fee currently in place. Monitor fee performance. Associated with curing distressed property issue.

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS Report 09.08.2021 FINAL

City of Cathedral City
 Master Fee Schedule Update
 Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

Fee Description	Cost of Service	Current Fee	Proposed Fee	Proposed Cost Recovery	Reason for Exception	
Engineering Fees						
Land Subdivision						
1 Parcel Map:						
a) Final Parcel Map						
i) Initial Sheet	\$ 2,732	560 plus \$21 per lot	\$2,322	85%	Significant changes proposed for Engineering fee structures and organizational staffing. Monitor performance. Phase-in to full cost recovery over 3-year window. Year 1 = 90%; Year 2 = 95%; Year 3 = 100%. Allows time for further refinement of fee adjustments based on performance monitoring. ↓	
ii) Each Additional Sheet	\$ 754	\$ -	\$641	85%		
b) Final Parcel Map - Amendment						
i) Initial Sheet	\$ 2,732	\$ -	\$2,322	85%		
ii) Each Additional Sheet	\$ 754	\$ -	\$641	85%		
c) Substantial Conformance Review						
i) Initial Sheet	\$ 3,250	\$ 1,070	\$2,763	85%		
ii) Each Additional Sheet	\$ 1,413	\$ -	\$1,201	85%		
2 Tract Map:						
a) Final Tract Map						
i) Initial Sheet	\$ 2,921	890 plus \$21 per lot	\$2,483	85%		
ii) Each Additional Sheet	\$ 848	\$ -	\$721	85%		
b) Final Tract Map - Amendment						
i) Initial Sheet	\$ 2,921	\$ -	\$2,483	85%		
ii) Each Additional Sheet	\$ 848	\$ -	\$721	85%		
c) Substantial Conformance Review						
i) Initial Sheet	\$ 3,250	Bill hourly	\$2,763	85%		
ii) Each Additional Sheet	\$ 1,413		\$1,201	85%		
3 Reversion to Acreage:						
a) Initial Sheet	\$ 3,015	\$ -	\$2,563	85%		
b) Each Additional Sheet	\$ 754	\$ -	\$641	85%		
6 Land Survey						
a) Record of Survey	\$ 612	Bill hourly	\$521	85%		
b) Certificate of Correction	\$ 801	Bill hourly	\$681	85%		
Grading / Project Improvements						
7 Plan Review (First 3 Reviews):						
b) Rough Grading						
i) Initial Sheet	\$ 1,555	Bill hourly	\$1,321	85%		
ii) Each Additional Sheet	\$ 848	Bill hourly	\$721	85%		
iii) Revisions - Initial Sheet	\$ 1,319	Bill hourly	\$1,121	85%		
iv) Revisions - Each Additional Sheet	\$ 942	Bill hourly	\$801	85%		
c) Precise Grading - Commercial						
i) Initial Sheet	\$ 2,120	Bill hourly	\$1,802	85%		
ii) Each Additional Sheet	\$ 1,319	Bill hourly	\$1,121	85%		
iii) Revisions - Initial Sheet	\$ 1,696	Bill hourly	\$1,441	85%		
iv) Revisions - Each Additional Sheet	\$ 1,131	Bill hourly	\$961	85%		

City of Cathedral City
 Master Fee Schedule Update
 Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

Fee Description	Cost of Service	Current Fee	Proposed Fee	Proposed Cost Recovery	Reason for Exception
d) Precise Grading - Tract Homes					
i) Initial Sheet	\$ 1,225	Bill hourly	\$1,041	85%	Significant changes proposed for Engineering fee structures and organizational staffing. Monitor performance.
ii) Each Additional Sheet	\$ 236	Bill hourly	\$200	85%	Phase-in to full cost recovery over 3-year window. Year 1 = 90%; Year 2 = 95%; Year 3 = 100%
iii) Revisions - Initial Sheet	\$ 660	Bill hourly	\$561	85%	Allows time for further refinement of fee adjustments based on performance monitoring.
iv) Revisions - Each Additional Sheet	\$ 236	Bill hourly	\$200	85%	↓
e) Precise Grading					
i) Precise Grading - Infill Home	\$ 565	Bill hourly	\$480	85%	
ii) Precise Grading - Custom Home	\$ 1,131	Bill hourly	\$961	85%	
g) Street Improvements					
i) Initial Sheet	\$ 1,696	\$ 1,490	\$1,441	85%	
ii) Each Additional Sheet	\$ 754	\$ 683	\$641	85%	
iii) Revisions - Initial Sheet	\$ 1,131	\$ -	\$961	85%	
iv) Revisions - Each Additional Sheet	\$ 565	\$ -	\$480	85%	
h) Storm Drain					
i) Initial Sheet	\$ 1,696	\$ 1,390	\$1,441	85%	
ii) Each Additional Sheet	\$ 754	\$ 683	\$641	85%	
iii) Revisions - Initial Sheet	\$ 1,131	\$ -	\$961	85%	
iv) Revisions - Each Additional Sheet	\$ 565	\$ -	\$480	85%	
i) Signing and Striping					
i) Initial Sheet	\$ 1,507	\$ 410	\$1,281	85%	
ii) Each Additional Sheet	\$ 754	\$ 410	\$641	85%	
iii) Revisions - Initial Sheet	\$ 1,319	\$ -	\$1,121	85%	
iv) Revisions - Each Additional Sheet	\$ 754	\$ -	\$641	85%	
j) Traffic Signal					
i) Initial Sheet	\$ 2,261	\$ 750	\$1,922	85%	
ii) Each Additional Sheet	\$ 1,131	\$ 683	\$961	85%	
iii) Revisions - Initial Sheet	\$ 942	\$ -	\$801	85%	
iv) Revisions - Each Additional Sheet	\$ 565	\$ -	\$480	85%	
k) Sidewalk (when submitted separately from grading plan)					
i) Initial Sheet	\$ 942	\$ 1,490	\$801	85%	
ii) Each Additional Sheet	\$ 377	\$ 683	\$320	85%	
iii) Revisions - Initial Sheet	\$ 754	\$ -	\$641	85%	
iv) Revisions - Each Additional Sheet	\$ 377	\$ -	\$320	85%	
l) Traffic Control Plan	\$ 377	Bill Hourly	\$320	85%	
m) Record Drawings Review					
i) Initial Sheet	\$ 942	Bill Hourly	\$801	85%	
ii) Each Additional Sheet	\$ 188	Bill Hourly	\$160	85%	
n) Hydrology Report	\$ 1,696	Bill Hourly	\$1,441	85%	
i) Revisions	\$ 565	Bill Hourly	\$480	85%	

Attachment: 20210831 UFS Exhibit A Master Schedule of User Regulatory Fees, Less-than-Full Cost Recovery Summary, and Full UFS Report 09.08.2021 FINAL

City of Cathedral City
 Master Fee Schedule Update
 Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

Fee Description	Cost of Service	Current Fee	Proposed Fee	Proposed Cost Recovery	Reason for Exception
r) Stormwater Pollution Prevention Plan (SWPPP)	\$ 565	Bill Hourly	\$480	85%	Significant changes proposed for Engineering fee structures and organizational staffing. Monitor performance. Phase-in to full cost recovery over 3-year window. Year 1 = 90%; Year 2 = 95%; Year 3 = 100% Allows time for further refinement of fee adjustments based on performance monitoring. ↓
i) Revisions	\$ 188	Bill Hourly	\$160	85%	
s) Sewer and Water - Onsite or Offsite					
i) Initial Sheet	\$ 188	\$ 1,240	\$160	85%	
ii) Each Additional Sheet	\$ 94	\$ 683	\$80	85%	
iii) Revisions - Initial Sheet	\$ 94	\$ -	\$80	85%	
iv) Revisions - Each Additional Sheet	\$ 94	\$ -	\$80	85%	
8 Plan Review (>3 Reviews)	\$ 188	\$200 per sheet	\$160	85%	
10 Permit Inspection					
a) Mass Grading / Stockpile					
i) Per 1,056 CY	\$ 188	Bill Hourly	\$160	85%	
b) Rough Grading					
i) First 3 Acres	\$ 942	Bill Hourly	\$801	85%	
ii) Each Additional Acre	\$ 141	Bill Hourly	\$120	85%	
c) Precise Grading					
i) Single Family Infill Lot	\$ 565	Bill Hourly	\$480	85%	
ii) Single Family Custom Home Lot	\$ 754	Bill Hourly	\$641	85%	
iii) Tract Home (per lot)	\$ 377	Bill Hourly	\$320	85%	
iv) All Others					
a) Without Rough Grading					
i) First 3 Acres	\$ 942	Bill Hourly	\$801	85%	
ii) Each Additional Acre	\$ 188	Bill Hourly	\$160	85%	
b) Subsequent to Rough Grading					
i) First 3 Acres	\$ 565	Bill Hourly	\$480	85%	
ii) Each Additional Acre	\$ 94	Bill Hourly	\$80	85%	
d) Street Improvements - On-Site					
i) Up to 500 LF	\$ 2,261	Bill Hourly	\$1,922	85%	
ii) 500 - 1,000 LF	\$ 3,769	Bill Hourly	\$3,203	85%	
iii) Each Additional 1,000 LF	\$ 1,884	Bill Hourly	\$1,602	85%	
e) On-Site Improvements Other Than Street Improvements					
i) Up to 5,000 Sq Ft	\$ 2,450	Bill Hourly	\$2,082	85%	
ii) 5,000 Sq Ft - 10,000 Sq Ft	\$ 4,711	Bill Hourly	\$4,004	85%	
iii) Each Additional 10,000 Sq Ft	\$ 565	Bill Hourly	\$480	85%	
f) PM10 (per year)					
i) Single Family Infill Lot <10,000 Sq Ft	\$ 754	Bill Hourly	\$641	85%	
ii) > 10,000 Sq Ft - < 10 Acres	\$ 2,261	Bill Hourly	\$1,922	85%	
iii) 10 - 50 Acres	\$ 3,392	Bill Hourly	\$2,883	85%	
iv) 51 - 200 Acres	\$ 4,522	Bill Hourly	\$3,844	85%	
v) > 200 Acres	\$ 5,653	Bill Hourly	\$4,805	85%	

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City of Cathedral City
 Master Fee Schedule Update
 Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

Fee Description	Cost of Service	Current Fee	Proposed Fee	Proposed Cost Recovery	Reason for Exception
11 Encroachment Permits					
a) Street Improvements - Off-Site					
i) Up to 500 LF	\$ 3,203	Bill Hourly	\$2,723	85%	Significant changes proposed for Engineering fee structures and organizational staffing. Monitor performance.
ii) 500 - 1,000 LF	\$ 5,276	Bill Hourly	\$4,485	85%	Phase-in to full cost recovery over 3-year window. Year 1 = 90%; Year 2 = 95%; Year 3 = 100%
iii) Each Additional 1,000 LF	\$ 2,450	Bill Hourly	\$2,082	85%	Allows time for further refinement of fee adjustments based on performance monitoring.
b) Storm Drain Line					↓
i) Up to 500 LF	\$ 1,507	Bill Hourly	\$1,281	85%	
ii) 500 - 1,000 LF	\$ 2,638	Bill Hourly	\$2,242	85%	
iii) Each Additional 1,000 LF	\$ 1,131	Bill Hourly	\$961	85%	
c) Storm Drain Inlet/Outlet Structures					
i) Up to 5	\$ 754	Bill Hourly	\$641	85%	
ii) Each Additional	\$ 188	Bill Hourly	\$160	85%	
d) Storm Drain Retention (Underground Systems)	\$ 1,131	Bill Hourly	\$961	85%	
e) Off-site Signing and Striping					
i) Up to 500 LF	\$ 754	Bill Hourly	\$641	85%	
ii) 500 - 1,000 LF	\$ 1,507	Bill Hourly	\$1,281	85%	
iii) Each Additional 1,000 LF	\$ 283	Bill Hourly	\$240	85%	
f) Traffic Signal	\$ 6,030	Bill Hourly	\$5,125	85%	
g) NPDES					
i) SWPPP					
a) Single Family Infill Lot <10,000 Sq Ft	\$ 377	Bill Hourly	\$320	85%	
b) > 10,000 Sq Ft - < 10 Acres	\$ 1,131	Bill Hourly	\$961	85%	
c) 10 - 50 Acres	\$ 1,696	Bill Hourly	\$1,441	85%	
d) 51 - 200 Acres	\$ 2,261	Bill Hourly	\$1,922	85%	
e) > 200 Acres	\$ 2,826	Bill Hourly	\$2,402	85%	
ii) Water Quality Mgmt. Plan (WQMP)	\$ 1,131	Bill Hourly	\$961	85%	
h) Bond Reduction Request	\$ 2,167	Bill Hourly	\$1,842	85%	
i) Final Inspection/Acceptance					
i) Single Family Lot <10,000 Sq Ft	\$ 188	Bill Hourly	\$160	85%	
ii) > 10,000 Sq Ft - < 2 Acres	\$ 565	Bill Hourly	\$480	85%	
iii) > 2 Acres - < 10 Acres	\$ 754	Bill Hourly	\$641	85%	
iv) > 10 - < 50 Acres	\$ 1,131	Bill Hourly	\$961	85%	
v) > 50 - 200 Acres	\$ 1,507	Bill Hourly	\$1,281	85%	
vi) > 200 Acres	\$ 1,884	Bill Hourly	\$1,602	85%	
j) Traffic Control					
i) Up to Two Consecutive Days	\$ 236	Bill Hourly	\$200	85%	
ii) Three - Five Consecutive Days	\$ 565	Bill Hourly	\$480	85%	
iii) Each Additional Consecutive Day (Up to 10 Days)	\$ 141	Bill Hourly	\$120	85%	
iv) 11+ Days (Up to 60 Calendar Days Max)	\$ 1,884	Bill Hourly	\$1,602	85%	

City of Cathedral City
 Master Fee Schedule Update
 Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

Fee Description	Cost of Service	Current Fee	Proposed Fee	Proposed Cost Recovery	Reason for Exception	
k) Cut/Bore/Vault/Pot Hole	\$ 377	Bill Hourly	\$320	85%	Significant changes proposed for Engineering fee structures and organizational staffing. Monitor performance. Phase-in to full cost recovery over 3-year window. Year 1 = 90%; Year 2 = 95%; Year 3 = 100% Allows time for further refinement of fee adjustments based on performance monitoring.	
l) Driveway						
i) Residential	\$ 471	\$ 106	\$400	85%		
ii) Commercial	\$ 754	\$ 106	\$641	85%		
m) Excavation / Trenching						
i) First 100 LF	\$ 565	Bill Hourly	\$480	85%		
ii) Each Additional 100 LF	\$ 94	Bill Hourly	\$80	85%		
n) Sidewalk						
i) Up to 20 Lineal Feet	\$ 283	Bill Hourly	\$240	85%		
ii) 20 - 100 Lineal Feet	\$ 377	Bill Hourly	\$320	85%		
iii) Each Additional 100 Lineal Feet	\$ 188	Bill Hourly	\$160	85%		
o) Sewer and Water - Private On Site	\$ 754	Bill Hourly	\$641	85%		
p) Night Work (per night)	\$ 1,507	Bill Hourly	\$1,281	85%		
q) Excess Inspection / Missed Inspection / Re-Inspection / Re-Call	\$ 188	Bill Hourly	\$160	85%		
r) Stop Work Notice Release	\$ 565	Bill Hourly	\$480	85%		
12 Research/Administrative						
a) Subdivision Improvement Agreement (SIA)	\$ 2,261	\$ 570	\$1,922	85%		
b) SIA - Time Extension	\$ 1,319	\$ -	\$1,121	85%		
c) Assignment & Assumptions Agreement	\$ 2,450	\$ 570	\$2,082	85%		
d) Flood Plain						
i) Research/FEMA App	\$ 565	\$ -	\$480	85%		
ii) Community Acknowledgement Form	\$ 283	\$ -	\$240	85%		
e) Bid Protest Review	\$ 1,507	\$ -	\$1,281	85%		
f) Misc Research (per request, per hour)	\$ 188	\$ -	\$160	85%		
g) Misc Covenant Review & Approval	\$ 471	\$ -	\$400	85%		
h) CC&R Review (per request)	\$ 3,015	\$ -	\$2,563	85%		
i) Streetlight Application Review and Covenant	\$ 471	\$ -	\$400	85%		
15 Transportation Permits						
a) Annual	\$ 471	\$ 90	\$90	19%	Set fee to mirror amounts established by California Department of Transportation.	
b) Single Event	\$ 283	\$ 16	\$16	6%	Set fee to mirror amounts established by California Department of Transportation.	
16 Pool Drain Permit	\$ 47	\$ -	\$31	65%	Encourage compliance.	
Planning Fees						
APPEALS:						
4 Appeal Fee of determination of City Planner, Architectural Review Committee, or Planning Commission	\$2,174	\$270	\$1,000	46%	Fee proposed to increase from current amount of \$270 to new amount of \$1,000. Updated fee attempts to acknowledge significant expense associated with processing appeals, while continuing to express a community goal of supporting an applicant or community member's ability to appeal decisions.	
CONDITIONAL USE PERMITS:						
9 CUP - Alcohol, Garage > 800 sq ft, Other Minor	\$1,512	\$1,030	\$756	50%	Encourage compliance. Encourage collaboration with business community and residents.	
OTHER FEES:						
59 General Plan & Zoning Letter (Zoning Confirmation Letter)	\$803	\$100	\$295	37%	Encourage collaboration with business community and residents.	

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City of Cathedral City
 Master Fee Schedule Update
 Listing of Fees Proposed to be Modified to Less Than Full Cost Recovery

Fee Description	Cost of Service	Current Fee	Proposed Fee	Proposed Cost Recovery	Reason for Exception
Police Fees					
1 Report Copies					
a) Traffic Collision Report	\$23	\$0.25 / page	\$20	89%	Fee amount takes service request into consideration and regional comparison of fees.
2 Citation Sign-Off					
b) Non-CCPD Citation, CC Resident	\$37	\$10	\$15	41%	Fee amount takes service request into consideration and regional comparison of fees.
c) Non-Resident	\$37	\$20	\$25	68%	Fee amount takes service request into consideration and regional comparison of fees.
6 Vehicle Release	\$260	\$110 - \$155	\$225	86%	Fee proposed to increase by approximately \$100. Fee amount takes service into consideration and regional comparison of fees.
7 Repossession Receipt	\$23	\$15	\$15	67%	Maximum permit fee established by State of California.
8 Alarm User Permit					
a) Initial permit application	\$73	\$35	\$50	68%	Encourage use of alarm systems as crime deterrent and community aide. Fees proposed for minor adjustment. ↓
b) Renewal permit application	\$49	\$30	\$40	82%	
c) Late Filing Fees					
i) 30 days Late Fee (add to base permit fee)	\$24	\$10	\$15	62%	
ii) 90 Days Late Fee (add to base permit fee)	\$49	\$20	\$25	51%	
9 Excessive False Alarms (Permitted Alarm Systems):					
a) First false alarm					Foster community collaboration and education. Scale fee to encourage modification of behavior. Increase existing fees by \$25 at each threshold (i.e., increase 2nd response fee by \$25; increase 3rd by \$25, etc.)
i) Burglary	\$136	No Charge	No Charge	0%	
ii) Duress/robbery	\$223	No Charge	No Charge	0%	
b) Second false alarm					
i) Burglary	\$136	\$100	\$125	46%	
ii) Duress/robbery	\$223	\$100	\$125	28%	
c) Third false alarm					
i) Burglary	\$136	\$150	\$175	74%	
ii) Duress/robbery	\$223	\$150	\$175	45%	
d) Fourth false alarm and Each Additional					
i) Burglary	\$201	\$200	\$225	86%	
ii) Duress/robbery	\$288	\$200	\$225	55%	
12 Carry Concealed Weapon License					
a) Initial Application (Plus applicable DOJ fees)	\$586	\$100	\$200	34%	Fee amount is proposed to double. Amount is in-line with Riverside County Sheriff Dept.
b) Renewal (Plus applicable DOJ fees)	\$173	\$90	\$150	87%	Continue to adjust to move to full cost recovery.
c) Duplicate / Amended License (Plus applicable DOJ fees)	\$43	\$0	\$25	58%	
13 Loud Party Response / Noise Disturbance (Second and Each Add'l Response)	\$132	Actual Cost	\$125	95%	Fee targets approximately full cost recovery. Amount rounded. Similar to false alarm response fee.