

RESOLUTION NO. 2023-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA TO ADOPT REVISED FEES AND DEPOSITS PREVIOUSLY APPROVED AND ESTABLISHED BY THE CITY COUNCIL IN TITLES 4, 5, 6, 8, 10, 12, AND 13 OF THE GRAND TERRACE MUNICIPAL CODE

WHEREAS, Titles 4, 5, 6, 8, 10, 12, and 13 of the Grand Terrace Municipal Code establish the exact fee and deposit costs for the various regulatory permits and services provided by the City; and

WHEREAS, the City Council adopted Ordinance No. 330 in May 2020, which authorized the City Council to adopt certain fees and deposits by resolution; and

WHEREAS, the scope of Ordinance No. 330 was limited to allowing the Council to establish and adjust such fees by resolution and did not repeal or rescind any fees or deposits established in Titles 4, 5, 6, 8, 10, 12, and 13 of the Grand Terrace Municipal Code; and

WHEREAS, Resolution 2020-12 allows the City Council to review the complete fee schedule and make changes as necessary by resolution rather than through an ordinance anytime a particular fee needs to be adjusted.

WHEREAS, the City Council seeks to adjust its fees to effectively allow the City to recover increased costs for services provided.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GRAND TERRACE DOES RESOLVE, DETERMINE, AND AS FOLLOWS:

1. The City Council finds that the above recitals are true and correct and, accordingly, are incorporated herein by this reference.
2. The City Council has duly considered the Fee Study and Fee Update, and hereby approves the updated Fee Schedules, which are attached hereto as Attachment 2 and incorporated herein by reference.
3. If this Resolution conflicts with any other resolution or ordinance of the City Council relating to fees and deposits, including, but not limited to, Resolution No. 2015-02, then such other resolutions and ordinances shall govern over this Resolution to the extent that this Resolution provides for a fee or deposit that is less than what is provided by such other resolutions and ordinances.

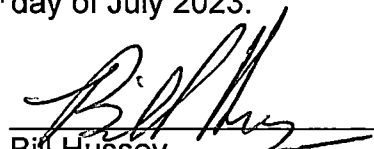
4. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The City Council of the City of Grand Terrace hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase, or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional.

5. This Resolution shall go into full force and effect immediately, but the individual fees shall become effective as provided by the applicable provisions of State Law.

6. The City Clerk shall certify to the adoption of this Resolution.


7. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Grand Terrace, California, at a regular meeting held on the 11th day of July 2023.



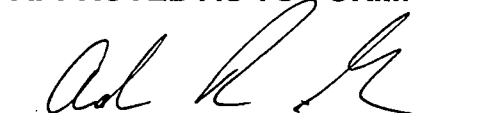
Bill Hussey
Mayor

ATTEST:



Debra L. Thomas
City Clerk

APPROVED AS TO FORM:



Adrian R. Guerra
City Attorney

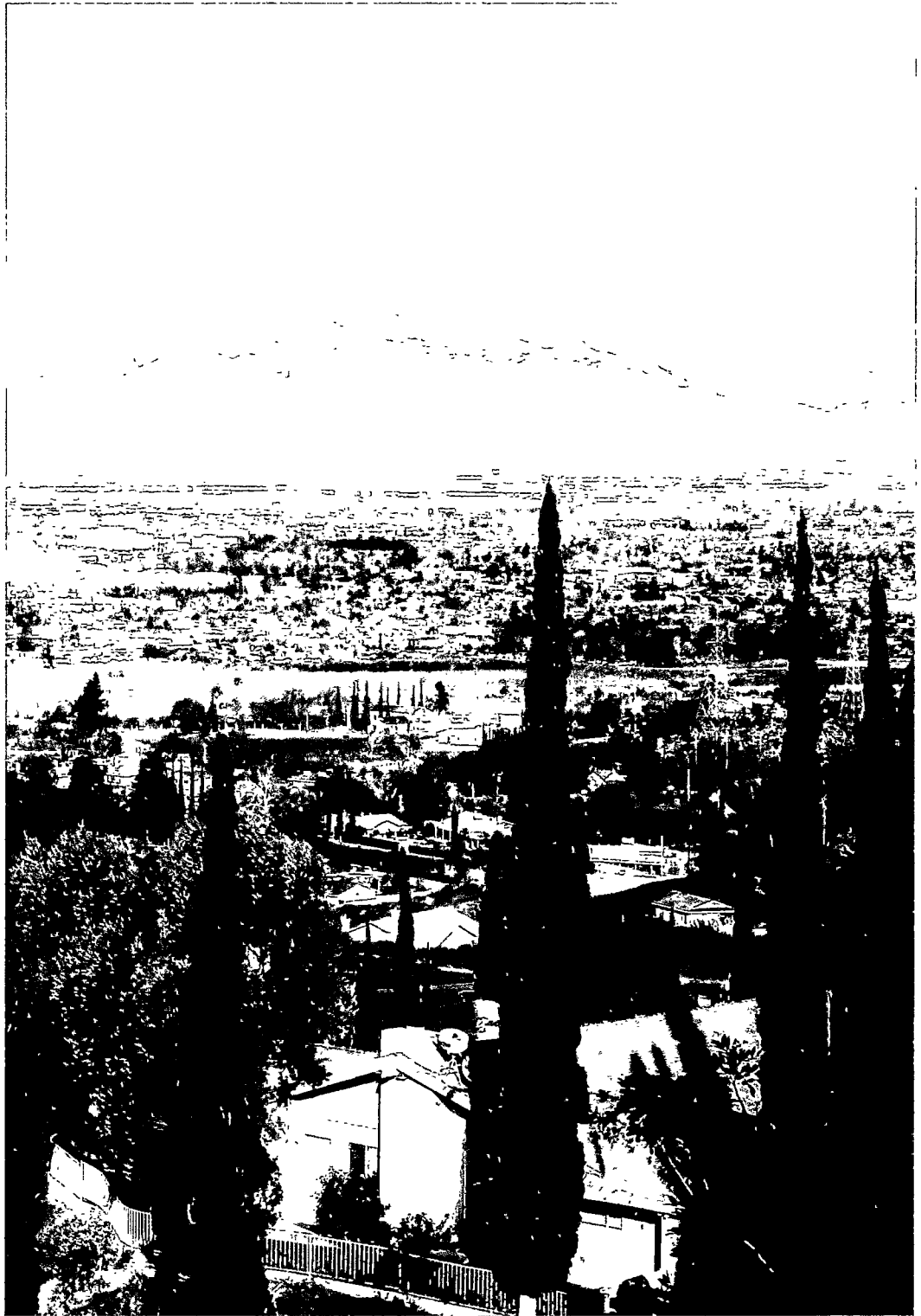
Attachment 2 Fees and Deposits

Cost of Services Study for the City of Grand Terrace

June 2023



Prepared by:
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Fullerton, CA 92831
www.revenuecost.com





June 15, 2023

City of Grand Terrace
22795 Barton Rd
Grand Terrace, CA 92313

Honorable Mayor, City Council, and City Manager:

This Report is submitted pursuant to our contract with the City to perform a revenue and cost analysis for the City for its services; and this will result in updated user fees for the City of Grand Terrace.

The motivation for this cost of services study is the need of both the City Council and City staff to maintain City's services at a level commensurate with the standards previously set by the City Council, and to maintain effective policy and management control of City services.

RCS wishes to thank all City department heads and staff for their assistance and cooperation extended to us during the accomplishment of our work, without whose aid this Report could not have been produced. The response, awareness and information gathered and supplied by numerous City employees make this Report the sound one we believe it to be.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "Eric Johnson", written over a light blue horizontal line.

ERIC JOHNSON
President

A handwritten signature in black ink, appearing to be "Chu Thai", written over a light blue horizontal line.

CHU THAI
Partner

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EXECUTIVE SUMMARY

Revenue & Cost Specialists (RCS) is pleased to present the City of Grand Terrace with this Cost of Services Study. This study was based on the City of Grand Terrace's adopted FY 2022-23 budget and staffing information and latest fee schedule available to the public.

Fiscal Impact

If all the recommendations and suggestions made in this study are adopted, the City of Grand Terrace would increase cost recovery by \$213,900 on an annual basis. Typical with other studies we have performed, development services could achieve the greatest cost recovery from new revenues.

Possible New Revenues from Fee Increases – City of Grand Terrace

SERVICE	TOTAL FEE REVENUE	TOTAL SERVICE COST	TOTAL PROFIT/ (SUBSIDY)	PCT. RECOVERY FROM FEES		POSSIBLE NEW REVENUE
				ACTUAL	SUGGEST	
[S-001 to S-053] DEVELOPMENT SERVICES	\$314,995	\$849,096	(\$534,101)	37.1%	VAR.	\$164,100
[S-054 to S-062] PUBLIC WORKS	\$218,025	\$341,465	(\$123,440)	63.8%	VAR.	\$13,100
[S-063 to S-074] CODE ENFORCEMENT	\$74,455	\$433,271	(\$358,816)	17.2%	VAR.	\$19,200
[S-075 to S-084] ADMINISTRATION	\$956	\$24,344	(\$23,388)	3.9%	VAR.	\$17,500
ALL FEE SERVICES	\$608,431	\$1,648,180	(\$1,039,745)	36.9%		\$213,900

While RCS calculates a \$1,039,745 subsidy from all the fee related services, we estimate \$213,900 in possible new revenues, based on factors discussed later in this report. By adopting RCS' recommendations, far more equity between taxpayers and fee-payers would be gained, and the City's financial picture would be improved.

Comprehensive Approach

Grand Terrace's fee study kicked off in November 2022, followed by a series of focused meetings going into the details of every user fee. All the data were reviewed multiple times to ensure confidence by City staff. The draft and final reports were reviewed by Grand Terrace administration from March 2023 through June 2023. This fee study addressed departments providing development services, public works; code enforcement, and administration services.

RCS' Cost of Services Study did more than calculate the full cost of all city services. This process gave the City an opportunity to add new fees for services which the City is already providing, without a fee. We also recommended removal of fees which are no longer valid and modifying some user fee structures to improve city services. Our comprehensive approach includes a review of city fees and their legal feasibility, a discussion of fee invoicing and collections, and conversation of user fee trends and market demands.

RCS highly encourage the City to adopt updated user fees based on our study, as our findings include fees that are grossly subsidized, no longer valid, can be legally challenged or currently inefficient to use.

Text Topics

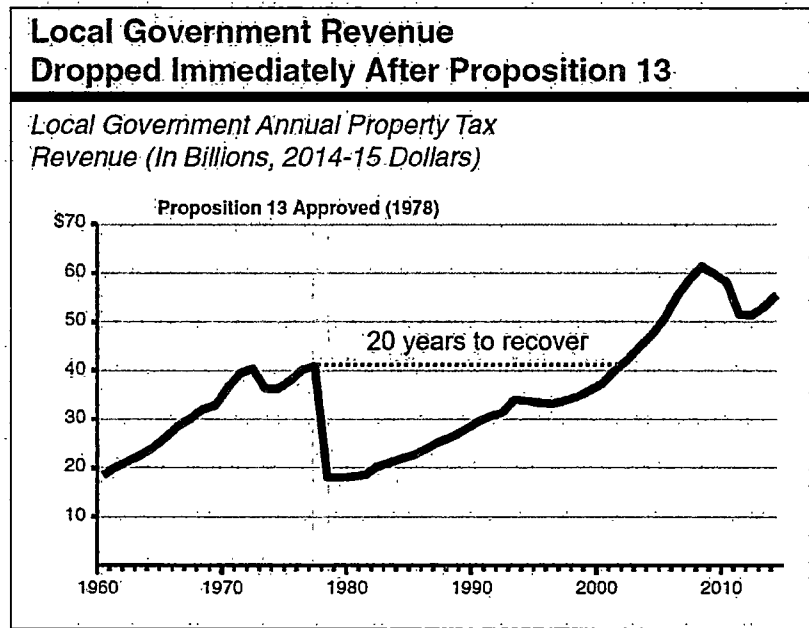
The remaining Chapters of this study address the following topics:

- I. Background of Study
- II. Calculating the Full Costs
- III. Cost Recovery Recommendations
- IV. Conclusion

CHAPTER I – BACKGROUND OF STUDY

Impact of Propositions 13, 4, 218 and 26

Proposition 13 passed by California voters in 1978, forever changing city budgets. Prior to 1978, cities and counties balanced their budgets with a property tax formula. The property tax which property owners paid could increase dramatically year over year, creating hardship for those with fixed incomes. Proposition 13 capped property tax rates at 1%, with annual inflation increase no more than 2%. The passage of Proposition 13 immediately reduced property tax payments from homes, businesses and farms by 57%.



Common Claims About Proposition 13 (2016) – Legislative Analyst's Office

The following year, Proposition 4 was passed primarily to clean up language related to taxes and appropriations limits after the wake of Proposition 13. However, there is one phrase in section 8(c) of the proposition text which better defines user charges and user fees.

"Proceeds of taxes" shall include, but not be restricted to, all tax revenues and the proceeds to an entity of government, from (1) regulatory licenses, user charges, and user fees to the extent that those proceeds exceed the costs reasonably borne by that entity in providing the regulation, product, or service..."

Restated, any proceeds from user charges and user fees which exceed the "costs reasonably borne" are considered taxes. The legal ability for government agencies to charge fees in California in the

wake of all of the changes wrought by Proposition 13 comes out of that little phrase. The importance, and the deeper meaning, is detailed in this section of the author's intent documents:

"The phrase 'costs reasonably borne by such entity in providing the regulation, product, or service' is intended to incorporate all appropriations by an entity for reasonable costs appropriate for the continuation of service over time. This includes ongoing expenses such as operation costs and a reasonable allocation for overhead and administration, but it also includes responsible allocations for capital replacement, expansion of services, and repayment of related bond issuances would be considered 'costs reasonably borne'."

Then, Proposition 218, passed in 1996 and becoming Articles XIII C & D, further restricting municipal utility rates charged on property owners. Prop 13, 4 and 218 have had, and will continue to have, a profound effect on California governments.

But it was left to the passage of Proposition 26, passed in 2010, to codify many of the fee setting practices of the previous 30 years. Article XIII C of the State Constitution was amended to formally declare that fees are not considered taxes if they do not exceed the reasonable costs of the service. Government Code Section 66014 further defined that statement for development fees.

Some of the types of services for which reasonable fees are allowable are:

- A charge imposed for a specific benefit conferred or privilege granted directly to the payor 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 payor 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.

Article XIII C also provides that a local government agency must demonstrate that the amount of revenue to be generated by a fee is no more than necessary to cover the reasonable costs of the governmental activity supported by the fee, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor's burdens on, or benefits received from,

the governmental activity. Therefore, a fee on liquor store owners to fund an alcohol education program would not be allowed.

While Proposition 26 was built on the foundations of Propositions 4 and 218, it provided a sharper definition of the reach and limits of service fees, and the courts have looked to it when reviewing fee challenges.

Legal Approach to Cost of Services Study

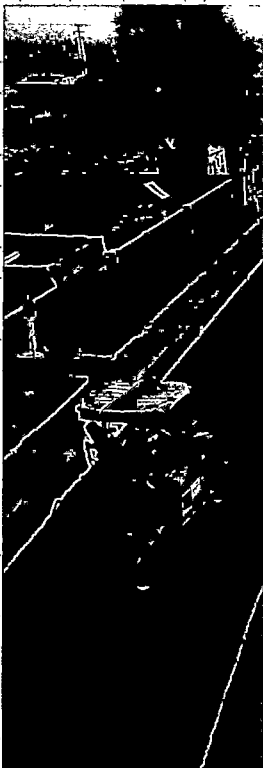
This report presents the analytical advantages which are available to the City through the institution of a comprehensive system designed by RCS to implement Article XIII B of the California Constitution.

Systematic and Documented Approach. This analysis was designed to provide the City with a systematic and documented approach to understand, control, and recapture the costs which are forced on it by normal service demands, growth and general economic inflation.

Constitutional Methodology. The methodology used for this analysis is the "costs reasonably borne" test established by Section 8(c) of Proposition 4, now Article XIII B of the California Constitution. In following that process, RCS has analyzed the ways in which City services can be financed more equitably to assure the City's future financial viability.

Full Business Costs Determined. The methodology followed by both the Authors of Proposition 4, and consequently by RCS, determines the full business cost of providing the reported City services. It also identifies the beneficiaries of those services and determines if they are paying in relationship to benefits derived or if they are deserving of a subsidy paid from the taxes paid by all local citizens and businesses. Thus, the City Council will have full knowledge and cannot ignore the costs which are occurring.

Financial Integrity Established. This text summarizes the work accomplished and presents recommendations. These recommendations, if implemented, would firmly establish the financial integrity of the analyzed City services, and would establish a continuing cost control system following the business principles which are generally espoused for government, but often are ignored in application.



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CHAPTER II – CALCULATING THE FULL COSTS

There are three basic steps in the process used by RCS to identify and cost out service centers. The first step is to identify the services offered by the City. Next, the service costs are calculated. Finally, the revenue currently received is matched to the cost of providing the service to determine if there is a subsidy from taxes.

Identifying Service Centers

Two techniques were utilized to identify the service centers for which revenue and cost data were gathered and around which the service cost analysis of this Report is built.

Revenue Analysis. The first technique involved gathering revenue information for the past fiscal year, and then updating and revising the budget estimates for the same revenue sources for the fiscal year during which the analysis was performed by RCS. The Budget and financial reports for the current fiscal year were secured and analyzed. Budgeted and received revenues for all fee-supported services were extracted from those reports; where such information was available, RCS has divided services into far smaller "service centers" than the City has traditionally designated.

Service Center Identification. The second technique involved several scheduled meetings with City staff to identify each type of service being provided with or without charge. In a series of meetings held with City staff, department by department, RCS developed a comprehensive list of services, and then allocated staff time to the appropriate services. This service time was refined over the course of these meetings until all available staff time was allocated and represented an accurate allocation.

Resultant Service Centers

"Service Center" Defined. The "service revenue," fee or charge for a service, and the related "service cost" comprise a "service center". Each service center has a unique "Revenue and Cost Summary Worksheet" and a matching "Cost Detail Worksheet", which are found in Appendix B of this Report. These "Service Center Worksheets" are matched to one another on facing pages.

Detailed Back-Up Workpapers. The costs are backed up by detailed analyses, which have been turned over to the City in several volumes of work papers and detailed cost distribution reports.

Basis for Cost of Services

The costs determined by RCS for the various service centers are based on the definitions of "costs reasonably borne" as utilized in Article XIII B (Proposition 4) and as further defined by its Authors in their background documents. The Authors of Proposition 4 intended their full business costing definitions to be used by California governments. Thus, the City can know and control its costs, using

To validate the reasonableness of the Study, 100% of the available work hours for all City employees were distributed and accounted for, even if it's not public serving.

those Constitutionally-set business principles and legally set elements and definitions of "costs reasonably borne".

Listing of Detailed Full Business Cost Definitions. Thus, the following are put forward by the Authors as the accepted elements of "costs reasonably borne":

- a) Labor costs
- b) Employee benefit costs
- c) Operational services and supply expenses
- d) Overhead expense
- e) Administrative costs
- f) Start-up costs
- g) Future capital expenses
- h) Capital replacement expense
- i) Costs of expansion of services
- j) Repayment of debt

Authors' Background. It is not surprising that the authors used such business definitions and elements of "cost" as quoted herein. They represented several known business organizations:

- The California Taxpayers Association
- The California Chamber of Commerce
- The National Tax Limitation Committee
- The California Association of Realtors

In effect, the pillars of California business and their thinking were represented, and their ideas were adopted overwhelmingly by the electorate of California at referendum. Thus, by definition, the premises of this report process have a California electoral mandate.

Principle Involved. A basic principle involved in this report was the recognition of those full business costs as used and as defined by the authors of the Constitutional amendment.

Types of Costs

The following costs, identified above as part of "costs reasonably borne" by the Authors of Proposition 4, make up the cost detail found on the right-hand page in Appendix B for each service center.

Salaries and Wages. City government is in fact a service industry, and therefore, it is natural that salaries make up the largest single element of cost for most services. In order to allocate the salaries, lengthy interviews were held, documents sought and researched, and reports and accounting

records examined by RCS. The result was, in most cases, a percentage or hours distribution of individual employee personal services costs.

To validate the reasonableness of the Study, 100% of the available work hours for all City employees were distributed and accounted for, even if it's not public serving. In other words, one staff member cannot state they overworked on fee services beyond 100% of their hours, and another staff member cannot account for 100% of their time. No judgments were made about what personnel should or might be doing. Their time was distributed to those service centers where the time was expended.

Employee Fringe Benefits. Since fractional time, to as low as three minutes per unit of service or one-twentieth of a percent of the annual time of an employee has been allocated to service centers, fringe benefit costs also must be fractionalized to distribute those ancillary personnel costs carefully and accurately.

The City finances numerous benefits for its employees, thereby incurring measurable costs for these items, including:

- Retirement and Social Security
- Group Health Insurance and Employee Benefit Plan
- Medicare and Unemployment Insurance
- Workers Compensation Insurance

All of these costs are current operating expenses, and the amounts were isolated. Actual costs were determined and reduced to a percentage of salary for each of the positions.

Available Workhours. After the individual elements of cost for positions was compiled, the total cost for each position was divided by the number of available workhours. Available work hours were calculated as the total possible workhours in a year, 2,080, less the following away-from-work benefit hours:

- Holidays
- Vacations
- Personal Leave
- Sick Leave
- Morning/Afternoon Breaks
- Start Up/Down Time

Maintenance and Operation Costs. All maintenance and operation costs, including non-personnel expenses such as professional services, insurance, operating supplies etc., were derived from the



current year Council-approved budget and allocated via percentages or through actual allocation to each of the service centers identified in a department or division.

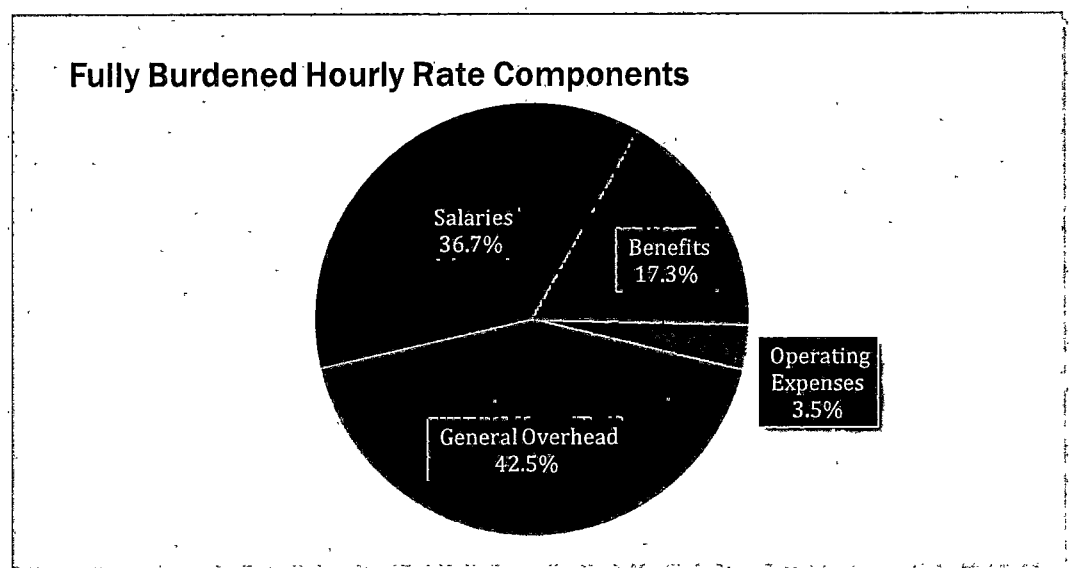
General and Departmental Overhead Costs. Overhead costs provide the vital glue that holds an organization together operationally and provide important coordinating capabilities. They also provide the day-to-day support services and facilities required for the organization to function effectively. RCS calculated the city's Cost Allocation Plan (CAP) to identify and allocate these costs to the remainder of the City organization. In the CAP, costs were allocated to end-user departments and divisions by applying an agreed-upon overhead allocation factor. Each factor was related to the work effort of its particular overhead element and was assessed for relevance and reasonableness.

General City Overhead. These services primarily set policy and support other departments without providing a deliverable service to the public. Where they do perform an end-user service, such costs have not been allocated to other departments.

Departmental Administration. Costs in this category involve intra-departmental support functions, outside the above listed general City overhead functions, and involve the allocation of staff time within and among departmental functions. These services also do not provide end-user deliverables to the public, but instead provide vital administrative support within specific departments.

Fully Burdened Hourly Rates (FBHR)

All of the above items make up the fully burdened hourly rate which is calculated for each position in the City. The makeup of each component of the City-wide average fully burdened hourly rate is detailed in the chart below.



CHAPTER II – CALCULATING THE FULL COSTS

Comparing Full Costs to Revenue Sources

Local government funding for city services comes from a multitude of revenue sources such as taxes, fines, grants, use of property, user fees, utility rates, etc. Our Study accounts for all revenues and focuses on the relationship between fees and taxes. As an example, [S-001] ADMIN. CONDITIONAL USE PERMIT in the following schedule estimates the full costs at \$2,658. These expenses are offset by current fee revenues of \$620, and \$2,038 of the City's limited tax revenues must be used to pay for the remaining. The city is currently recovering 23.3% from these administrative conditional use permit fees, and to the extent that fees are NOT increased, general City taxes paid by all taxpayers are the only alternative revenue source.

SCHEDULE 1
TOTAL SERVICE COSTS AND RESOURCES USED
FISCAL YEAR 2022-23

REF# (1)	SERVICE (2)	TOTAL SERVICE COST (3)	RESOURCES USED TO FINANCE SERVICE	
			FEES (4)	TAXES (5)
S-001	ADMIN. CONDITIONAL USE PERMIT	\$2,658	\$620	\$2,038
S-002	STANDARD CONDITIONAL USE PERMIT	\$0	\$0	\$0
S-003	ADMIN. SITE & ARCHITECTURAL REVIEW	\$30,767	\$13,485	\$17,282
S-004	FULL SITE & ARCHITECTURAL REVIEW	\$0	\$0	\$0
S-005	VOLUNTARY DAB PRELIMINARY MEETING	\$4,906	\$0	\$4,906
S-006	MINOR DEVIATION	\$920	\$930	(\$10)
S-007	STANDARD VARIANCE	\$3,782	\$3,000	\$782
S-008	DETERMINATION OF USE	\$3,986	\$1,240	\$2,746
S-009	GENERAL PLAN AMENDMENT	\$0	\$0	\$0
S-010	ZONE CHANGE	\$0	\$0	\$0
S-011	SPECIFIC PLAN	\$0	\$0	\$0
S-012	SPECIFIC PLAN AMENDMENT	\$0	\$0	\$0
S-013	ANNEXATION	\$0	\$0	\$0
S-014	DEVELOPMENT AGREEMENT	\$0	\$0	\$0
S-015	TENTATIVE PARCEL MAP	\$8,177	\$3,600	\$4,577
S-016	TENTATIVE TRACT MAP	\$21,772	\$8,600	\$13,172
S-017	REVISED PARCEL MAP	\$3,884	\$1,800	\$2,084
S-018	REVISED TRACT MAP	\$3,986	\$1,800	\$2,186
S-019	REVERSION TO ACREAGE	\$4,089	\$775	\$3,314
S-020	FINAL PARCEL MAP	\$1,942	\$620	\$1,322
S-021	FINAL TRACT MAP	\$2,147	\$775	\$1,372
S-022	LOT LINE ADJUSTMENT	\$2,351	\$775	\$1,576
S-023	LOT MERGER	\$4,702	\$1,240	\$3,462
S-024	SB9 LOT SPLIT	\$2,351	\$465	\$1,886
S-025	CERTIFICATE OF COMPLIANCE	\$4,089	\$775	\$3,314
S-026	CEQA NOTICE OF EXEMPTION	\$8,688	\$3,961	\$4,727
S-027	ENVIRONMENTAL REVIEW	\$0	\$0	\$0
S-028	SIGN PROGRAM	\$3,066	\$465	\$2,601
S-029	SIGN PROGRAM AMENDMENT	\$1,022	\$0	\$1,022
S-030	STANDARD SIGN PERMIT	\$2,555	\$775	\$1,780
S-031	TEMPORARY SIGN PERMIT	\$1,942	\$2,945	(\$1,003)

CHAPTER II – CALCULATING THE FULL COSTS

REF# (1)	SERVICE (2)	TOTAL SERVICE COST (3)	RESOURCES USED TO FINANCE SERVICE	
			FEES (4)	TAXES (5)
S-032	SIGN VARIANCE	\$3,066	\$465	\$2,601
S-033	HOME OCCUPATION PERMIT	\$5,131	\$1,455	\$3,676
S-034	LAND USE APPLICATION	\$27,764	\$10,282	\$17,482
S-035	SPECIAL EVENT PERMIT	\$21,743	\$8,990	\$12,753
S-036	TEMPORARY USE PERMIT	\$6,133	\$0	\$6,133
S-037	STREET VENDOR PERMIT	\$458	\$0	\$458
S-038	FIREWORKS BOOTH REVIEW	\$720	\$147	\$573
S-039	MINOR MODIFICATION REVIEW	\$511	\$65	\$446
S-040	PLANNING TIME EXTENSION	\$307	\$310	(\$3)
S-041	APPEAL TO PLANNING COMMISSION	\$2,658	\$930	\$1,728
S-042	APPEAL TO CITY COUNCIL	\$2,249	\$1,550	\$699
S-043	ZONING VERIFICATION LETTER	\$409	\$155	\$254
S-044	PROPERTY HISTORY LETTER	\$1,329	\$0	\$1,329
S-045	LANDSCAPE PLAN REVIEW/INSPECTION	\$0	\$0	\$0
S-046	PLANNING BUILDING PLAN REVIEW	\$0	\$0	\$0
S-047	DEVELOPMENT ATTORNEY REVIEW	\$0	\$0	\$0
S-048	PLANNING EXTRA PLAN REVIEW	\$0	\$0	\$0
S-049	PLANNING EXTRA MEETING	\$0	\$0	\$0
S-050	MISCELLANEOUS PLANNING REVIEW	\$0	\$0	\$0
S-051	PLANNING PUBLIC NOTICING	\$0	\$0	\$0
S-052	BUILDING PLAN CHECK/INSPECTION	\$627,836	\$242,000	\$385,836
S-053	COMM. DEV. TECHNOLOGY SURCHARGE	\$25,000	\$0	\$25,000
S-054	ENCROACHMENT PERMIT PROCESSING	\$4,726	\$4,640	\$86
S-055	ENCROACHMENT INSPECTION	\$5,080	\$5,080	\$0
S-056	TEMPORARY ENCROACHMENT PERMIT	\$123	\$0	\$123
S-057	DEVELOP ENGINEER PLAN REV/INSPECT	\$138,529	\$150,000	(\$11,471)
S-058	STORMWATER PLAN CHECK/INSPECTION	\$6,328	\$0	\$6,328
S-059	PUBLIC WORKS LIEN SET-UP/RELEASE	\$11,043	\$0	\$11,043
S-060	ENGINEERING CONTRACT ADMIN	\$29,391	\$22,500	\$6,891
S-061	BALLFIELD/FACILITY RENTAL	\$23,698	\$35,805	(\$12,107)
S-062	SENIOR TRANSIT SERVICES	\$122,547	\$0	\$122,547
S-063	RESIDENTIAL RENTAL INSPECTION	\$38,215	\$48,150	(\$9,935)
S-064	CODE ENFORCEMENT INSPECTION	\$103,020	\$0	\$103,020
S-065	INSPECTION WARRANT	\$1,374	\$0	\$1,374
S-066	ABATEMENT WARRANT	\$1,374	\$0	\$1,374
S-067	NUISANCE ABATEMENT	\$0	\$0	\$0
S-068	CODE ENFORCEMENT LIEN RELEASE	\$1,923	\$0	\$1,923
S-069	TOWED VEHICLE RELEASE	\$2,029	\$805	\$1,224
S-070	GARAGE/YARD SALE PERMIT	\$4,551	\$1,500	\$3,051
S-071	ANIMAL PICK-UP	\$31,455	\$12,300	\$19,155
S-072	ANIMAL TRAP RENTAL	\$920	\$200	\$720
S-073	IN-HOUSE ANIMAL QUARANTINE	\$2,060	\$0	\$2,060
S-074	ANIMAL CONTROL SERVICES	\$246,350	\$11,500	\$234,850
S-075	BUSINESS LICENSE PROCESSING	\$13,366	\$0	\$13,366
S-076	NSF CHECK PROCESSING	\$105	\$16	\$89
S-077	CREDIT CARD PROCESSING	\$3,258	\$0	\$3,258
S-078	PEDDLING/SOLICITING/HAWKING PERMIT	\$645	\$550	\$95
S-079	DOCUMENT REPRODUCTION	\$401	\$35	\$366

CHAPTER II – CALCULATING THE FULL COSTS

REF# (1)	SERVICE (2)	TOTAL SERVICE COST (3)	RESOURCES USED TO FINANCE SERVICE	
			FEES (4)	TAXES (5)
S-080	ELECTRONIC FILE COPY	\$57	\$55	\$2
S-081	DOCUMENT CERTIFICATION	\$571	\$0	\$571
S-082	NOTARY PUBLIC SERVICES	\$2,285	\$300	\$1,985
S-083	LOCAL CANDIDATE PROCESSING	\$1,371	\$0	\$1,371
S-084	LOCAL INITIATIVE PROCESSING	\$2,285	\$0	\$2,285
	TOTAL ALL FEE SERVICES	\$1,648,176	\$608,431	\$1,039,745

Schedule 1 above shows that the City provides \$1,648,176 in fee services annually and recovers \$608,431 from fee revenues. Each year, an additional \$1,039,745, coming from other funding sources, is needed to pay for these fee services.

The City provides \$1,648,176 in fee services annually and recovers \$608,431 from fee revenues. Each year, an additional \$1,039,745, coming from other funding sources, is needed to pay for these fee services.

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CHAPTER III – COST RECOVERY RECOMMENDATIONS

Service Groups

RCS has organized Personal Choice Services into the following service groups for purposes of discussion:

1. Development Services
2. Public Works
3. Code Enforcement
4. Administration

These groups, explained in turn, are program oriented. Each group includes a table summarizing the revenues and costs of each service. The table summarizing the group tables is found at the end of this Chapter.

Appendix A, following the text, summarizes the current fees and the proposed fees for each of the Personal Choice service centers.

Service Center details found in **Appendix B**, are in sequence by the Reference Number (Column 1 on each of the following Tables), include detail information for each service on two facing pages. The left page has textual and summary information including RCS's suggested service fee. The right page has the service cost detail.

Explanation of Table Columns

Each table has eight columns, explained here:

- Column 1 is the Report Reference Number.
- Column 2 is the title of the service.
- Columns 3, 4 & 5 are the same amounts for revenue, cost and profit (subsidy) found on the left page of the detail service sheets in Appendix B.
- Column 6 is the current percentage of costs recovered from the user fees and charges with the difference being subsidized by taxes.
- Column 7 is the percentage of user fee cost recovery which might be obtainable without tax subsidy. Of course, decisions regarding tax subsidies to a service are a City Council policy decision on how to allocate its tax and general revenues.
- Column 8 contains the estimated amount of revenues which RCS suggests could be raised or reduced.

Special Circumstances

The table also footnotes which identify special circumstances for some fees. For a service that is marked (a), there is insufficient data to determine the financial impact. When a service is marked (b), the fee is deposit based and financial estimations are not possible. Services marked (c), are restricted by law, and cannot be adjusted for full cost recovery. Finally, services marked (d) are suggested to be removed from the City's fee schedule for various reasons.

CHAPTER III – COST RECOVERY RECOMMENDATIONS

Development Services

When basic City development services are supported by general taxes, there is little reason for taxes to also finance those Personal Choice services which mainly benefit a developer or specific property owner. Thus, the expenses distributed across these service centers are primarily the incremental additional expenses caused by development. Were no development to take place, most of these costs could be eliminated, or at least significantly reduced.

TABLE 1 – DEVELOPMENT SERVICES

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES		POSSIBLE NEW REVENUE (8)	
					ACTUAL (6)	SUGGEST (7)		
S-001	ADMIN. CONDITIONAL USE PERMIT	\$620	\$2,658	(\$2,038)	23.3%	100%	\$0	(a)
S-002	STANDARD CONDITIONAL USE PERMIT	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-003	ADMIN. SITE & ARCHITECTURAL REVIEW	\$13,485	\$30,767	(\$17,282)	43.8%	100%	\$17,300	
S-004	FULL SITE & ARCHITECTURAL REVIEW	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-005	VOLUNTARY DAB PRELIMINARY MEETING	\$0	\$4,906	(\$4,906)	0.0%	100%	\$4,900	
S-006	MINOR DEVIATION	\$930	\$920	\$10	101.1%	100%	\$0	
S-007	STANDARD VARIANCE	\$3,000	\$3,782	(\$782)	79.3%	100%	\$800	
S-008	DETERMINATION OF USE	\$1,240	\$3,986	(\$2,746)	31.1%	100%	\$0	(a)
S-009	GENERAL PLAN AMENDMENT	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-010	ZONE CHANGE	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-011	SPECIFIC PLAN	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-012	SPECIFIC PLAN AMENDMENT	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-013	ANNEXATION	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-014	DEVELOPMENT AGREEMENT	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-015	TENTATIVE PARCEL MAP	\$3,600	\$8,177	(\$4,577)	44.0%	100%	\$4,600	
S-016	TENTATIVE TRACT MAP	\$8,600	\$21,772	(\$13,172)	39.5%	100%	\$0	(a)
S-017	REVISED PARCEL MAP	\$1,800	\$3,884	(\$2,084)	46.3%	100%	\$0	(a)
S-018	REVISED TRACT MAP	\$1,800	\$3,986	(\$2,186)	45.2%	100%	\$0	(a)
S-019	REVERSION TO ACREAGE	\$775	\$4,089	(\$3,314)	19.0%	100%	\$0	(a)
S-020	FINAL PARCEL MAP	\$620	\$1,942	(\$1,322)	31.9%	100%	\$1,300	
S-021	FINAL TRACT MAP	\$775	\$2,147	(\$1,372)	36.1%	100%	\$0	(a)
S-022	LOT LINE ADJUSTMENT	\$775	\$2,351	(\$1,576)	33.0%	100%	\$0	(a)
S-023	LOT MERGER	\$1,240	\$4,702	(\$3,462)	26.4%	100%	\$3,500	
S-024	SB9 LOT SPLIT	\$465	\$2,351	(\$1,886)	19.8%	100%	\$0	(a)
S-025	CERTIFICATE OF COMPLIANCE	\$775	\$4,089	(\$3,314)	19.0%	100%	\$0	(a)
S-026	CEQA NOTICE OF EXEMPTION	\$3,961	\$8,688	(\$4,727)	45.6%	100%	\$4,700	
S-027	ENVIRONMENTAL REVIEW	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-028	SIGN PROGRAM	\$465	\$3,066	(\$2,601)	15.2%	100%	\$0	(a)
S-029	SIGN PROGRAM AMENDMENT	\$0	\$1,022	(\$1,022)	0.0%	100%	\$0	(a)
S-030	STANDARD SIGN PERMIT	\$775	\$2,555	(\$1,780)	30.3%	100%	\$1,800	
S-031	TEMPORARY SIGN PERMIT	\$2,945	\$1,942	\$1,003	151.7%	100%	(\$1,000)	
S-032	SIGN VARIANCE	\$465	\$3,066	(\$2,601)	15.2%	100%	\$0	(a)
S-033	HOME OCCUPATION PERMIT	\$1,455	\$5,131	(\$3,676)	28.4%	100%	\$3,700	
S-034	LAND USE APPLICATION	\$10,282	\$27,764	(\$17,482)	37.0%	100%	\$17,500	
S-035	SPECIAL EVENT PERMIT	\$8,990	\$21,743	(\$12,753)	41.4%	100%	\$12,800	
S-036	TEMPORARY USE PERMIT	\$0	\$6,133	(\$6,133)	0.0%	100%	\$6,100	
S-037	STREET VENDOR PERMIT	\$0	\$458	(\$458)	0.0%	100%	\$500	
S-038	FIREWORKS BOOTH REVIEW	\$147	\$720	(\$573)	20.4%	100%	\$600	
S-039	MINOR MODIFICATION REVIEW	\$65	\$511	(\$446)	12.7%	100%	\$0	(a)
S-040	PLANNING TIME EXTENSION	\$310	\$307	\$3	101.0%	100%	\$0	(a)

CHAPTER III – COST RECOVERY RECOMMENDATIONS

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT RECOVERY FROM FEES		POSSIBLE NEW REVENUE (8)	
					ACTUAL (6)	SUGGEST (7)		
S-041	APPEAL TO PLANNING COMMISSION	\$930	\$2,658	(\$1,728)	35.0%	100%	\$0	(a)
S-042	APPEAL TO CITY COUNCIL	\$1,550	\$2,249	(\$699)	68.9%	100%	\$0	(a)
S-043	ZONING VERIFICATION LETTER	\$155	\$409	(\$254)	37.9%	100%	\$0	(a)
S-044	PROPERTY HISTORY LETTER	\$0	\$1,329	(\$1,329)	0.0%	100%	\$0	(a)
S-045	LANDSCAPE PLAN REVIEW/INSPECTION	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-046	PLANNING BUILDING PLAN REVIEW	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-047	DEVELOPMENT ATTORNEY REVIEW	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-048	PLANNING EXTRA PLAN REVIEW	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-049	PLANNING EXTRA MEETING	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-050	MISCELLANEOUS PLANNING REVIEW	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-051	PLANNING PUBLIC NOTICING	\$0	\$0	\$0	0.0%	100%	\$0	(b)
S-052	BUILDING PLAN CHECK/INSPECTION	\$242,000	\$627,836	(\$385,836)	38.6%	100%	\$60,000	
S-053	COMM. DEV. TECHNOLOGY SURCHARGE	\$0	\$25,000	(\$25,000)	0.0%	100%	\$25,000	
SUBTOTAL - DEVELOPMENT SERVICES		\$314,995	\$849,096	(\$534,101)	37.1%		\$164,100	

NOTES:

(a) Insufficient data to determine financial impact

(b) Deposit based service/fee

(c) Fee restricted by Law

Development Services provided to individuals and businesses account for \$849,096 in total service costs, and the City is able to recover 37.1% from the current fees. RCS' suggested fees could recover an additional \$164,100 annually for the City, of which \$60,000 would be from increases to Building Plan Check and Inspection related fees (detailed in Appendix C).

Public Works

These service centers are identified for various public works engineering, permitting and inspection services. Ballfield/facility rental and senior transit services are also included.

TABLE 2 – PUBLIC WORKS

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES		POSSIBLE NEW REVENUE (8)
					ACTUAL (6)	SUGGEST (7)	
S-054	ENCROACHMENT PERMIT PROCESSING	\$4,640	\$4,726	(\$86)	98.2%	100%	\$100
S-055	ENCROACHMENT INSPECTION	\$5,080	\$5,080	\$0	100.0%	100%	\$0
S-056	TEMPORARY ENCROACHMENT PERMIT	\$0	\$123	(\$123)	0.0%	100%	\$0
S-057	DEVELOP ENGINEER PLAN REV/INSPECT	\$150,000	\$138,529	\$11,471	108.3%	100%	\$0
S-058	STORMWATER PLAN CHECK/INSPECTION	\$0	\$6,328	(\$6,328)	0.0%	100%	\$0
S-059	PUBLIC WORKS LIEN SET-UP/RELEASE	\$0	\$11,043	(\$11,043)	0.0%	100%	\$0
S-060	ENGINEERING CONTRACT ADMIN	\$22,500	\$29,391	(\$6,891)	76.6%	100%	\$6,900
S-061	BALLFIELD/FACILITY RENTAL	\$35,805	\$23,698	\$12,107	151.1%	100%	\$0
S-062	SENIOR TRANSIT SERVICES	\$0	\$122,547	(\$122,547)	0.0%	5%	\$6,100
SUBTOTAL - PUBLIC WORKS		\$218,025	\$341,465	(\$123,440)	63.8%		\$13,100

NOTES:

- (a) Insufficient data to determine financial impact
- (b) Deposit based service/fee
- (c) Fee restricted by Law

The inspection and permit services are established as deposit-based fees to fully capture actual contract costs. RCS calculated the staff engineering contract administration to be 20% of the contract amount. A \$1 per rider fee is recommended for the senior Dial-A-Ride transit services to the community.

Code Enforcement

Code Enforcement provides property related inspection and abatement services for the City. They also oversee animal control services.

TABLE 3 – CODE ENFORCEMENT

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES		POSSIBLE NEW REVENUE (8)
					ACTUAL (6)	SUGGEST (7)	
S-063	RESIDENTIAL RENTAL INSPECTION	\$48,150	\$38,215	\$9,935	126.0%	100%	(\$9,900)
S-064	CODE ENFORCEMENT INSPECTION	\$0	\$103,020	(\$103,020)	0.0%	100%	\$0
S-065	INSPECTION WARRANT	\$0	\$1,374	(\$1,374)	0.0%	100%	\$1,400
S-066	ABATEMENT WARRANT	\$0	\$1,374	(\$1,374)	0.0%	100%	\$1,400
S-067	NUISANCE ABATEMENT	\$0	\$0	\$0	0.0%	100%	\$0
S-068	CODE ENFORCEMENT LIEN RELEASE	\$0	\$1,923	(\$1,923)	0.0%	100%	\$0
S-069	TOWED VEHICLE RELEASE	\$805	\$2,029	(\$1,224)	39.7%	100%	\$1,200
S-070	GARAGE/YARD SALE PERMIT	\$1,500	\$4,551	(\$3,051)	33.0%	100%	\$3,100
S-071	ANIMAL PICK-UP	\$12,300	\$31,455	(\$19,155)	39.1%	100%	\$19,200
S-072	ANIMAL TRAP RENTAL	\$200	\$920	(\$720)	21.7%	100%	\$700
S-073	IN-HOUSE ANIMAL QUARANTINE	\$0	\$2,060	(\$2,060)	0.0%	100%	\$2,100
S-074	ANIMAL CONTROL SERVICES	\$11,500	\$246,350	(\$234,850)	4.7%	5%	\$0
SUBTOTAL - CODE ENFORCEMENT		\$74,455	\$433,271	(\$358,816)	17.2%		\$19,200

NOTES.

- (a) Insufficient data to determine financial impact
- (b) Deposit based service/fee
- (c) Fee restricted by Law

Our study discovered the fees collected for residential rental inspections exceed the full cost of providing the services. The recommended fee reduces the fees to be 100% cost recovery. The animal pick-up fee is also recommended to fully recover the cost of the service.

Administration

Administration services include returned check processing, peddling/soliciting/hawking permits, document certification, and business license processing.

The Business License service in most cities provides two different functions. The first is the collection of the city's business tax, in which the tax rates are embedded within the municipal code. The business tax should pay for the city's business tax collection and enforcement costs. The second function of the Business license is to record, permit and enforce business codes within the City. This function is more time-consuming and may require coordination with several departments. The various business license fees below are to provide business licensing services.

TABLE 4 – ADMINISTRATION

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES		POSSIBLE NEW REVENUE (8)
					ACTUAL (6)	SUGGEST (7)	
S-075	BUSINESS LICENSE PROCESSING	\$0	\$13,366	(\$13,366)	0.0%	100%	\$13,400
S-076	NSF CHECK PROCESSING	\$16	\$105	(\$89)	15.2%	100%	\$0 (a)
S-077	CREDIT CARD PROCESSING	\$0	\$3,258	(\$3,258)	0.0%	100%	\$3,300
S-078	PEDDLING/SOLICITING/HAWKING PERMIT	\$550	\$645	(\$95)	85.3%	100%	\$100
S-079	DOCUMENT REPRODUCTION	\$35	\$401	(\$366)	8.7%	10%	\$0 (c)
S-080	ELECTRONIC FILE COPY	\$55	\$57	(\$2)	96.5%	100%	\$0 (c)
S-081	DOCUMENT CERTIFICATION	\$0	\$571	(\$571)	0.0%	100%	\$600
S-082	NOTARY PUBLIC SERVICES	\$300	\$2,285	(\$1,985)	13.1%	15%	\$0 (c)
S-083	LOCAL CANDIDATE PROCESSING	\$0	\$1,371	(\$1,371)	0.0%	10%	\$100 (c)
S-084	LOCAL INITIATIVE PROCESSING	\$0	\$2,285	(\$2,285)	0.0%	10%	\$0 (c)
SUBTOTAL - ADMINISTRATION		\$956	\$24,344	(\$23,388)	3.9%		\$17,500

NOTES:

- (a) Insufficient data to determine financial impact
- (b) Deposit based service/fee
- (c) Fee restricted by Law

Administration services provided to individuals and businesses account for \$24,344 in total service costs, and the City is able to recover 3.9% from the current fees. RCS' suggested fees could recover an additional \$17,500 annually for the City.

CHAPTER III – COST RECOVERY RECOMMENDATIONS

Summary of Personal Choice Services

The purpose of this Chapter is to present the services which RCS has initially labeled as Personal Choice and to suggest the magnitude of possible cost recovery. The following Table summarizes the recommendations and suggestions made in this Chapter.

TABLE 5 – SUMMARY

SERVICE	TOTAL FEE REVENUE	TOTAL SERVICE COST	TOTAL PROFIT/ (SUBSIDY)	PCT. RECOVERY FROM FEES		POSSIBLE NEW REVENUE
				ACTUAL	SUGGEST	
[S-001 to S-053] DEVELOPMENT SERVICES	\$314,995	\$849,096	(\$534,101)	37.1%	VAR.	\$164,100
[S-054 to S-062] PUBLIC WORKS	\$218,025	\$341,465	(\$123,440)	63.8%	VAR.	\$13,100
[S-063 to S-074] CODE ENFORCEMENT	\$74,455	\$433,271	(\$358,816)	17.2%	VAR.	\$19,200
[S-075 to S-084] ADMINISTRATION	\$956	\$24,344	(\$23,388)	3.9%	VAR.	\$17,500
ALL FEES SERVICES	\$608,431	\$1,648,176	(\$1,039,745)	36.9%		\$213,900

If all the recommendations made in this Chapter and suggested fees in Appendix A are adopted, the City would raise \$213,900 on an annual basis.

The above table shows that the City is subsidizing \$1,039,745 of Personal Choice Services with City tax dollars. Should the City Council feel that tax dollars are insufficient, or use for different purposes, this chapter has shown that there are opportunities to either increase the user fees or lower the cost of Personal Choice Services.

CHAPTER IV – CONCLUSION

RCS has subjected the City's operations to a detailed analysis seeking alternate and more equitable ways to finance its services. This report presents the analytical advantages which are available to the City through the institution of a comprehensive system designed by RCS to implement Article XIII B of the California Constitution.

Elimination of Subsidies

This Report highlights and recommends that most tax subsidies be eliminated as being unintentional. Service users thus can vote with their dollars and not use a service for which they are unwilling or unable to pay. Hidden subsidies, which have existed for many of the City's supposedly self-financed and self-supporting services, can now be re-evaluated.

Result of Acceptance of Fee Suggestions

If RCS' suggested fee recommendations are adopted, then a significant amount of added revenues will be available to the City, which would provide taxpayer equity. Most of these new revenues will be from fee increases to replace tax monies used to make up the difference between fees collected and costs incurred in providing the services, which will then be available for those services which can only be funded from taxes.

These tax "diversions" are the now-documented tax subsidies to potentially self-supporting City services. Thus, additional monies could be made available for police services, infrastructure maintenance, and other City services which are not generally conducive to service charges, thereby achieving much closer equity between benefits and associated payments.

Policy Guidance. More importantly, the Council would be able to make its decisions based on business principles as much as is possible.

Understanding of Equitable Charging for Government. The City Council now has to assist its constituents to understand that under the California Constitution the intent is that:

- Taxes finance services for which there is no alternative way to finance them.
- Service charges should be utilized to finance those things for which benefits can be determined.
- Beneficiaries of such services be charged in direct relationship to the benefits derived.

A Master Fee Resolution

RCS recommends that the City adopt a Master Fee Resolution which the Finance Department updates and the City Council adopts annually. RCS will work with Finance to help implement this Resolution.

Policy Regarding “New” Services

RCS also recommends that the City Council adopt a policy of not starting any new service without a cost analysis, using the costing approach utilized in this Report, so as to determine ways in which the service could be fee-financed, if at all possible. This approach could be used when considering new parks or public buildings, improved police protection, or any other desired function or service.

Final Thoughts

The City has appropriately responded to the mandate and spirit of Proposition 4. It is utilizing the passage of Propositions 4, 13 and 218 and the attention given to them as an opportunity to review its financial structure and philosophy, and to institute a businesslike cost control system, tailored to the City's needs, to supplement its governmental accounting and budgeting systems.

The cooperation, excellent support and data provided in accomplishment of the work reported herein speaks well of the way in which a City organization can adapt to the so-called "new realities" of California governmental finance.

APPENDIX A – SUMMARY OF CURRENT AND PROPOSED FEES

**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-001	TITLE: ADMIN. CONDITIONAL USE PERMIT
<u>CURRENT FEE</u> \$620 per application	<u>RECOMMENDED FEE</u> \$2,660 per application
REF #: S-002	TITLE: STANDARD CONDITIONAL USE PERMIT
<u>CURRENT FEE</u> \$2,400 deposit with Actual Costs	<u>RECOMMENDED FEE</u> \$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
REF #: S-003	TITLE: ADMIN. SITE & ARCHITECTURAL REVIEW
<u>CURRENT FEE</u> Minimum - \$310 per application 0-500 square feet - \$465 per application 501-14,999 square feet - \$1,395 per application 15,000-100,000 square feet - \$1,860 per application 100,000+ square feet - \$3,100 per application	<u>RECOMMENDED FEE</u> 0-500 square feet - \$2,250 per application 501-5,000 square feet - \$2,555 per application 5,001-15,000 square feet - \$2,760 per application 15,000+ square feet - \$3,270 per application
REF #: S-004	TITLE: FULL SITE & ARCHITECTURAL REVIEW
<u>CURRENT FEE</u> Preliminary Review - \$3,000 Deposit with Actual Costs \$2,200 Deposit with Actual Costs	<u>RECOMMENDED FEE</u> \$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
REF #: S-005	TITLE: VOLUNTARY DAB PRELIMINARY MEETING
<u>CURRENT FEE</u> None.	<u>RECOMMENDED FEE</u> \$1,225 per meeting. 50% of this fee will be credited towards the application fees for this project if it is submitted within 6 months of the first meeting.
REF #: S-006	TITLE: MINOR DEVIATION
<u>CURRENT FEE</u> \$465 per application RV Minor Variance = \$155 per application	<u>RECOMMENDED FEE</u> \$460 per application

June 15, 2023

**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-007

TITLE: STANDARD VARIANCE

CURRENT FEE

\$1,500 per application

RECOMMENDED FEE

\$1,890 per application

REF #: S-008

TITLE: DETERMINATION OF USE

CURRENT FEE

Staff - \$310 per application
Planning Commission - \$930 per application

RECOMMENDED FEE

Staff - \$1,430 per application
Planning Commission - \$2,555 per application

REF #: S-009

TITLE: GENERAL PLAN AMENDMENT

CURRENT FEE

\$3,720 Deposit with Actual Costs

RECOMMENDED FEE

\$10,000 deposit with charges at the fully allocated hourly rates
for all personnel involved plus any outside costs

REF #: S-010

TITLE: ZONE CHANGE

CURRENT FEE

\$3,720 Deposit with Actual Costs

RECOMMENDED FEE

\$10,000 deposit with charges at the fully allocated hourly rates
for all personnel involved plus any outside costs

REF #: S-011

TITLE: SPECIFIC PLAN

CURRENT FEE

\$3,720 Deposit with Actual Costs

RECOMMENDED FEE

\$10,000 deposit with charges at the fully allocated hourly rates
for all personnel involved plus any outside costs

REF #: S-012

TITLE: SPECIFIC PLAN AMENDMENT

CURRENT FEE

\$1,860 Deposit with Actual Costs

RECOMMENDED FEE

\$10,000 deposit with charges at the fully allocated hourly rates
for all personnel involved plus any outside costs

June 15, 2023

**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-013

TITLE: ANNEXATION

CURRENT FEE

None

RECOMMENDED FEE

\$20,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs

REF #: S-014

TITLE: DEVELOPMENT AGREEMENT

CURRENT FEE

Actual Cost plus .15% Admin Fee

RECOMMENDED FEE

\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs

REF #: S-015

TITLE: TENTATIVE PARCEL MAP

CURRENT FEE

\$1,800 per application

RECOMMENDED FEE

\$4,090 per application

REF #: S-016

TITLE: TENTATIVE TRACT MAP

CURRENT FEE

\$2,150 per application

RECOMMENDED FEE

5-15 lots - \$4,090 per application plus \$112 per lot over 5 lots
16-30 lots - \$5,210 per application plus \$34 per lot over 15 lots
31+ lots - \$5,720 per application plus \$34 per lot over 30 lots

REF #: S-017

TITLE: REVISED PARCEL MAP

CURRENT FEE

\$1,800 per application

RECOMMENDED FEE

\$3,885 per application

REF #: S-018

TITLE: REVISED TRACT MAP

CURRENT FEE

\$1,800 per application

RECOMMENDED FEE

\$3,985 per application

June 15, 2023

**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-019

TITLE: REVERSION TO ACREAGE

CURRENT FEE

\$775 per application

RECOMMENDED FEE

\$4,090 per application

REF #: S-020

TITLE: FINAL PARCEL MAP

CURRENT FEE

\$620 per map

RECOMMENDED FEE

\$1,940 per map

REF #: S-021

TITLE: FINAL TRACT MAP

CURRENT FEE

\$775 per map

RECOMMENDED FEE

\$2,145 per map

REF #: S-022

TITLE: LOT LINE ADJUSTMENT

CURRENT FEE

\$775 per application

RECOMMENDED FEE

\$2,350 per application

REF #: S-023

TITLE: LOT MERGER

CURRENT FEE

\$620 per application

RECOMMENDED FEE

\$2,350 per application

REF #: S-024

TITLE: SB9 LOT SPLIT

CURRENT FEE

Minimum - \$310 per application
0-500 square feet - \$465 per application
501-14,999 square feet - \$1,395 per application
15,000-100,000 square feet - \$1,860 per application
100,000+ square feet - \$3,100 per application

RECOMMENDED FEE

\$2,350 per application

June 15, 2023

**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-025		TITLE: CERTIFICATE OF COMPLIANCE	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
\$775 per application		\$4,090 per application	
REF #: S-026		TITLE: CEQA NOTICE OF EXEMPTION	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
\$233 per application		\$510 per application	
Applicant pays any County or State fees		Applicant pays any County or State fees	
REF #: S-027		TITLE: ENVIRONMENTAL REVIEW	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
Initial Study (Negative Declaration) - \$930 per Actual Cost plus 15% Admin Fee		Actual consultant/contract costs plus 15% Admin Fee	
Initial Study (Mitigated Negative Declaration) - \$1,550 per Actual Cost plus 15% Admin Fee			
Environmental Impact Report - Actual Cost plus 15% Admin Fee			
Applicant pays any County or State fees			
REF #: S-028		TITLE: SIGN PROGRAM	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
\$465 per application		\$3,065 per application	
REF #: S-029		TITLE: SIGN PROGRAM AMENDMENT	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
None		\$1,020 per application	

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**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-030

TITLE: STANDARD SIGN PERMIT

CURRENT FEE

\$155 per application

RECOMMENDED FEE

\$510 per application

REF #: S-031

TITLE: TEMPORARY SIGN PERMIT

CURRENT FEE

\$155 per application

RECOMMENDED FEE

\$100 per application

REF #: S-032

TITLE: SIGN VARIANCE

CURRENT FEE

\$465 per application

RECOMMENDED FEE

\$3,065 per application

REF #: S-033

TITLE: HOME OCCUPATION PERMIT

CURRENT FEE

\$97 per application

RECOMMENDED FEE

\$340 per application

REF #: S-034

TITLE: LAND USE APPLICATION

CURRENT FEE

\$97 per application

RECOMMENDED FEE

\$260 per application

REF #: S-035

TITLE: SPECIAL EVENT PERMIT

CURRENT FEE

1-200 people - \$310 per application
201-500 people - \$620 per application
501+ people - \$620 deposit with Actual Costs

RECOMMENDED FEE

1-200 people - \$1,230 per application
201-500 people - \$1,435 per application
501+ people - \$2,000 deposit with Actual Costs

Plus a security deposit determined by staff.

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**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-036		TITLE: TEMPORARY USE PERMIT	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
None		\$1,020 per application	
REF #: S-037		TITLE: STREET VENDOR PERMIT	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
None		\$460 per application	
REF #: S-038		TITLE: FIREWORKS BOOTH REVIEW	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
\$97 per booth plus \$50 for temporary sign		\$720 per booth	
REF #: S-039		TITLE: MINOR MODIFICATION REVIEW	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
Staff - \$65 per application Planning Commission - \$1,550 per application		\$510 per application	
REF #: S-040		TITLE: PLANNING TIME EXTENSION	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
\$310 per application		\$305 per application	
REF #: S-041		TITLE: APPEAL TO PLANNING COMMISSION	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
\$930 per appeal		\$2,660 per appeal	

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**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-042

TITLE: APPEAL TO CITY COUNCIL

CURRENT FEE

Resident - \$310 per appeal
Non-Resident - \$1,550 per appeal

RECOMMENDED FEE

\$2,250 per appeal

REF #: S-043

TITLE: ZONING VERIFICATION LETTER

CURRENT FEE

\$155 per letter

RECOMMENDED FEE

\$410 per letter

REF #: S-044

TITLE: PROPERTY HISTORY LETTER

CURRENT FEE

None

RECOMMENDED FEE

\$1,330 per letter plus the fully allocated hourly rates for all time over 6.5 hours

REF #: S-045

TITLE: LANDSCAPE PLAN REVIEW/INSPECTION

CURRENT FEE

\$2,000 Deposit with Actual Costs

RECOMMENDED FEE

\$2,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs

REF #: S-046

TITLE: PLANNING BUILDING PLAN REVIEW

CURRENT FEE

\$620 Deposit with Actual Costs

RECOMMENDED FEE

\$1,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs

REF #: S-047

TITLE: DEVELOPMENT ATTORNEY REVIEW

CURRENT FEE

Actual Cost plus 15% Admin Fee

RECOMMENDED FEE

Actual Contract Cost plus 15% Admin Fee

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**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-048		TITLE: PLANNING EXTRA PLAN REVIEW	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
None		Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs	
REF #: S-049		TITLE: PLANNING EXTRA MEETING	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
None		Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs	
REF #: S-050		TITLE: MISCELLANEOUS PLANNING REVIEW	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
None		Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs	
REF #: S-051		TITLE: PLANNING PUBLIC NOTICING	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
Actual costs plus 15% Admin Fee		Charges determined by staff based on actual newspaper advertising costs	
REF #: S-052		TITLE: BUILDING PLAN CHECK/INSPECTION	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
Various fees based on construction valuation or fixture count. See Appendix C for fee detail		Various fees based on construction valuation or fixture count. See Appendix C for fee detail	
REF #: S-053		TITLE: COMM. DEV. TECHNOLOGY SURCHARGE	
<u>CURRENT FEE</u>		<u>RECOMMENDED FEE</u>	
None		7.5% of all Building and Safety fees	

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**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-054	TITLE: ENCROACHMENT PERMIT PROCESSING
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$58 per permit	\$60 per permit
REF #: S-055	TITLE: ENCROACHMENT INSPECTION
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
Actual Costs	Actual Contract Costs
REF #: S-056	TITLE: TEMPORARY ENCROACHMENT PERMIT
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$58 permit processing plus actual inspection costs	\$60 permit processing plus actual contract costs
REF #: S-057	TITLE: DEVELOP ENGINEER PLAN REV/INSPECT
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$58 permit processing plus actual contract costs	\$60 permit processing plus actual contract costs
REF #: S-058	TITLE: STORMWATER PLAN CHECK/INSPECTION
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
None	Actual Contract Costs
REF #: S-059	TITLE: PUBLIC WORKS LIEN SET-UP/RELEASE
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
County Fees	\$35 per release plus County fees

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**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-060 **TITLE: ENGINEERING CONTRACT ADMIN**

CURRENT FEE

15% of contract amount

RECOMMENDED FEE

20% of contract amount

REF #: S-061 **TITLE: BALLFIELD/FACILITY RENTAL**

CURRENT FEE

See Appendix D for fee detail

RECOMMENDED FEE

See Appendix D for fee detail

REF #: S-062 **TITLE: SENIOR TRANSIT SERVICES**

CURRENT FEE

None

RECOMMENDED FEE

\$1 per rider

REF #: S-063 **TITLE: RESIDENTIAL RENTAL INSPECTION**

CURRENT FEE

Apartment - 1-199 units - \$48 per unit
Apartment - 200+ units - \$36 per unit
Single Family Home - \$95 per inspection
Re-Inspection - \$47 per inspection

RECOMMENDED FEE

Apartment - 1-199 units - \$185 per inspection
Apartment - 200+ units - \$290 per inspection
Single Family Home - \$85 per inspection
Re-Inspection - \$70 per inspection

REF #: S-064 **TITLE: CODE ENFORCEMENT INSPECTION**

CURRENT FEE

None

RECOMMENDED FEE

\$70 per inspection

REF #: S-065 **TITLE: INSPECTION WARRANT**

CURRENT FEE

None

RECOMMENDED FEE

\$685 per warrant plus any City Attorney costs and court fees

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**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-066	TITLE: ABATEMENT WARRANT
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
None	\$685 per warrant plus any City Attorney costs and court fees
REF #: S-067	TITLE: NUISANCE ABATEMENT
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
Actual contract costs	Actual Contract costs plus 20% administrative fee
REF #: S-068	TITLE: CODE ENFORCEMENT LIEN RELEASE
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
County fees	\$480 per release plus County fees
REF #: S-069	TITLE: TOWED VEHICLE RELEASE
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$115 per vehicle	\$290 per vehicle
REF #: S-070	TITLE: GARAGE/YARD SALE PERMIT
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$5 per permit	\$15 per permit
REF #: S-071	TITLE: ANIMAL PICK-UP
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
Live Animal - \$300 per animal	Live Animal - \$550 per animal
Dead Animal - \$40 per animal	Dead Animal - \$105 per animal
Large Animal - Actual Costs	Large Animal - Actual Costs

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**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

<hr/>	
REF #: S-072	TITLE: ANIMAL TRAP RENTAL
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$20 per ten-day rental plus additional after-hour fees	\$90 per ten-day rental plus additional after-hour fees
<hr/>	
REF #: S-073	TITLE: IN-HOUSE ANIMAL QUARANTINE
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
None	\$205 per animal
<hr/>	
REF #: S-074	TITLE: ANIMAL CONTROL SERVICES
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
Various license and shelter fees	No Changes are recommended
<hr/>	
REF #: S-075	TITLE: BUSINESS LICENSE PROCESSING
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
New - None	New - \$11 plus contract cost (currently \$15)
Renewal - None	Renewal - \$20 plus contract cost (currently \$15)
Duplicate/Amended License - \$15	Duplicate/Amended License - contract cost (currently \$15)
<hr/>	
REF #: S-076	TITLE: NSF CHECK PROCESSING
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
\$16 per NSF Check	\$105 per NSF Check
<hr/>	
REF #: S-077	TITLE: CREDIT CARD PROCESSING
<u>CURRENT FEE</u>	<u>RECOMMENDED FEE</u>
None	2% of the amount charged

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**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-078

TITLE: PEDDLING/SOLICITING/HAWKING PERMIT

CURRENT FEE

\$40 per quarter (less \$50 license tax)

RECOMMENDED FEE

\$130 per permit (license taxes are in addition to this fee)

REF #: S-079

TITLE: DOCUMENT REPRODUCTION

CURRENT FEE

\$0.20 per copy

RECOMMENDED FEE

1st 10 copies - No Charge

\$0.25 per copy after 10 copies

11x17 - \$0.50 per copy

Blueprints - Actual reproduction costs

REF #: S-080

TITLE: ELECTRONIC FILE COPY

CURRENT FEE

\$11 per tape

RECOMMENDED FEE

\$13 per device (includes cost of device)

REF #: S-081

TITLE: DOCUMENT CERTIFICATION

CURRENT FEE

None

RECOMMENDED FEE

\$55 per document

REF #: S-082

TITLE: NOTARY PUBLIC SERVICES

CURRENT FEE

\$15 per signature

RECOMMENDED FEE

Fee is set by the State

\$15 per signature

REF #: S-083

TITLE: LOCAL CANDIDATE PROCESSING

CURRENT FEE

None

RECOMMENDED FEE

\$25 per candidate

Fee is set by the State

June 15, 2023

**CITY OF GRAND TERRACE
FEE COMPARISON REPORT
FY 2022/23**

REF #: S-084

TITLE: LOCAL INITIATIVE PROCESSING

CURRENT FEE

None

RECOMMENDED FEE

\$200 per initiative

Fee is refundable to the filer, if within one year of filing the notice of intent, the elections official certifies the sufficiency of the petition.

This fee is limited by the State Law - Elections Code Section 9202(b)

June 15, 2023

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ADMIN. CONDITIONAL USE PERMIT		REFERENCE NO. S-001	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a Conditional Use Permit approved by City staff for compliance with City codes and standards.			
CURRENT FEE STRUCTURE \$620 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$620.00	TOTAL REVENUE:	\$620
UNIT COST:	\$2,658.00	TOTAL COST:	\$2,658
UNIT PROFIT (SUBSIDY):	\$(2,038.00)	TOTAL PROFIT (SUBSIDY):	\$(2,038)
TOTAL UNITS:	1	PCT. COST RECOVERY:	23.33%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$2,660 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE ADMIN. CONDITIONAL USE PERMIT				REFERENCE NO. S-001		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		13.00	\$2,657.59	1	\$2,658
		TYPE SUBTOTAL	13.00	\$2,657.59		\$2,658
		TOTALS	13.00	\$2,658.00		\$2,658

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE STANDARD CONDITIONAL USE PERMIT		REFERENCE NO. S-002	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a Conditional Use Permit approved by the Planning Commission for compliance with City codes and standards.			
CURRENT FEE STRUCTURE \$2,400 deposit with Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$0.00</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$0</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE STANDARD CONDITIONAL USE PERMIT				REFERENCE NO. S-002		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER	Deposit	0.00	\$0.00	1	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
		TOTALS	0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ADMIN. SITE & ARCHITECTURAL REVIEW		REFERENCE NO. S-003	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a Site and Architectural Plan by City staff for compliance with City codes and standards.			
CURRENT FEE STRUCTURE Minimum - \$310 per application 0-500 square feet - \$465 per application 501-14,999 square feet - \$1,395 per application 15,000-100,000 square feet - \$1,860 per application 100,000+ square feet - \$3,100 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE: \$1,123.75		TOTAL REVENUE: \$13,485	
UNIT COST: \$2,563.92		TOTAL COST: \$30,767	
UNIT PROFIT (SUBSIDY): <u>\$(1,440.17)</u>		TOTAL PROFIT (SUBSIDY): <u>\$(17,282)</u>	
TOTAL UNITS: 12		PCT. COST RECOVERY: 43.83%	
SUGGESTED FEE FOR COST RECOVERY OF: 100% 0-500 square feet - \$2,250 per application 501-5,000 square feet - \$2,555 per application 5,001-15,000 square feet - \$2,760 per application 15,000+ square feet - \$3,270 per application			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE ADMIN. SITE & ARCHITECTURAL REVIEW				REFERENCE NO. S-003		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 12		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER	0-500 Sq Ft	11.00	\$2,248.73	4	\$8,995
		TYPE SUBTOTAL	11.00	\$2,248.73		\$8,995
PLANNING	SENIOR PLANNER	501-5,000 Sq Ft	12.50	\$2,555.38	4	\$10,222
		TYPE SUBTOTAL	12.50	\$2,555.38		\$10,222
PLANNING	SENIOR PLANNER	5,001-15,000 Sq Ft	13.50	\$2,759.81	3	\$8,279
		TYPE SUBTOTAL	13.50	\$2,759.81		\$8,279
PLANNING	SENIOR PLANNER	15,001+ Sq Ft	16.00	\$3,270.88	1	\$3,271
		TYPE SUBTOTAL	16.00	\$3,270.88		\$3,271
TOTALS			53.00	\$2,563.92		\$30,767

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE FULL SITE & ARCHITECTURAL REVIEW		REFERENCE NO. S-004	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a Site and Architectural Plan by the Planning Commission for compliance with City codes and standards, including any preliminary review.			
CURRENT FEE STRUCTURE Preliminary Review - \$3,000 Deposit with Actual Costs \$2,200 Deposit with Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	8	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE FULL SITE & ARCHITECTURAL REVIEW				REFERENCE NO. S-004		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 8		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER	Deposit	0.00	\$0.00	8	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE VOLUNTARY DAB PRELIMINARY MEETING		REFERENCE NO. S-005	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE MEETING	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a preliminary plan voluntarily submitted to the Development Advisory Board for initial feedback on the proposed project.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$1,226.50	TOTAL COST:	\$4,906
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(1,226.50)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(4,906)</div>
TOTAL UNITS:	4	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$1,225 per meeting 50% of this fee will be credited towards the application fees for this project if it is submitted within 6 months of the first meeting.			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE VOLUNTARY DAB PRELIMINARY MEETING				REFERENCE NO. S-005		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 4		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		6.00	\$1,226.58	4	\$4,906
		TYPE SUBTOTAL	6.00	\$1,226.58		\$4,906
		TOTALS	6.00	\$1,226.50		\$4,906

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE MINOR DEVIATION		REFERENCE NO. S-006	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed minor deviation from the Zoning code.			
CURRENT FEE STRUCTURE \$465 per application RV Minor Variance = \$155 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$465.00	TOTAL REVENUE:	\$930
UNIT COST:	\$460.00	TOTAL COST:	\$920
UNIT PROFIT (SUBSIDY):	<hr style="width: 100%;"/> \$5.00	TOTAL PROFIT (SUBSIDY):	<hr style="width: 100%;"/> \$10
TOTAL UNITS:	2	PCT. COST RECOVERY:	101.09%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$460 per application			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE MINOR DEVIATION				REFERENCE NO. S-006		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 2		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		2.25	\$459.97	2	\$920
		TYPE SUBTOTAL	2.25	\$459.97		\$920
		TOTALS	2.25	\$460.00		\$920

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE STANDARD VARIANCE		REFERENCE NO. S-007	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed variance to the Zoning Code. This service is for the additional review necessary when submitted with another application.			
CURRENT FEE STRUCTURE \$1,500 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$1,500.00	TOTAL REVENUE:	\$3,000
UNIT COST:	\$1,891.00	TOTAL COST:	\$3,782
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(391.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(782)</div>
TOTAL UNITS:	2	PCT. COST RECOVERY:	79.32%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$1,890 per application			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE				REFERENCE NO.		
STANDARD VARIANCE				S-007		
NOTE				TOTAL UNITS		
Unit Costs are an Average of Total Units				2		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		9.25	\$1,890.98	2	\$3,782
		TYPE SUBTOTAL	9.25	\$1,890.98		\$3,782
TOTALS			9.25	\$1,891.00		\$3,782

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE DETERMINATION OF USE		REFERENCE NO. S-008	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a request for an interpretation of the Zoning Code to determine if a proposed use is appropriate			
CURRENT FEE STRUCTURE Staff - \$310 per application Planning Commission - \$930 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$620.00	TOTAL REVENUE:	\$1,240
UNIT COST:	\$1,993.00	TOTAL COST:	\$3,986
UNIT PROFIT (SUBSIDY):	<u>\$(1,373.00)</u>	TOTAL PROFIT (SUBSIDY):	<u>\$(2,746)</u>
TOTAL UNITS:	2	PCT. COST RECOVERY:	31.11%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Staff - \$1,430 per application Planning Commission - \$2,555 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE DETERMINATION OF USE				REFERENCE NO. S-008		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 2		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER	Staff	7.00	\$1,431.01	1	\$1,431
		TYPE SUBTOTAL	7.00	\$1,431.01		\$1,431
PLANNING	SENIOR PLANNER	Planning Commission	12.50	\$2,555.38	1	\$2,555
		TYPE SUBTOTAL	12.50	\$2,555.38		\$2,555
TOTALS			19.50	\$1,993.00		\$3,986

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE GENERAL PLAN AMENDMENT		REFERENCE NO. S-009	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed amendment to the City General Plan.			
CURRENT FEE STRUCTURE \$3,720 Deposit with Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE GENERAL PLAN AMENDMENT				REFERENCE NO. S-009		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS <div style="text-align: right;">1</div>		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ZONE CHANGE		REFERENCE NO. S-010	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed change to the City Zoning Code.			
CURRENT FEE STRUCTURE \$3,720 Deposit with Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE ZONE CHANGE				REFERENCE NO. S-010		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS <div style="text-align: right;">1</div>		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE SPECIFIC PLAN		REFERENCE NO. S-011	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed new specific plan.			
CURRENT FEE STRUCTURE \$3,720 Deposit with Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE SPECIFIC PLAN				REFERENCE NO. S-011		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
		TOTALS	0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE SPECIFIC PLAN AMENDMENT		REFERENCE NO. S-012	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed amendment to an existing Specific Plan.			
CURRENT FEE STRUCTURE \$1,860 Deposit with Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$0.00</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$0</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE SPECIFIC PLAN AMENDMENT				REFERENCE NO. S-012		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ANNEXATION		REFERENCE NO. S-013	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed annexation into the City.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$20,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE ANNEXATION				REFERENCE NO. S-013		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE DEVELOPMENT AGREEMENT		REFERENCE NO. S-014	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review and negotiation of a proposed Development Agreement.			
CURRENT FEE STRUCTURE Actual Cost plus 15% Admin Fee			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE DEVELOPMENT AGREEMENT				REFERENCE NO. S-014		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS <div style="text-align: right;">1</div>		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE TENTATIVE PARCEL MAP		REFERENCE NO. S-015	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a tentative parcel map for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$1,800 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$1,800.00	TOTAL REVENUE:	\$3,600
UNIT COST:	\$4,088.50	TOTAL COST:	\$8,177
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(2,288.50)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(4,577)</div>
TOTAL UNITS:	2	PCT. COST RECOVERY:	44.03%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$4,090 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE TENTATIVE PARCEL MAP				REFERENCE NO. S-015		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 2		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		20.00	\$4,088.60	2	\$8,177
		TYPE SUBTOTAL	20.00	\$4,088.60		\$8,177
		TOTALS	20.00	\$4,088.50		\$8,177

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE TENTATIVE TRACT MAP		REFERENCE NO. S-016	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a tentative tract map for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$2,150 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$2,150.00	TOTAL REVENUE:	\$8,600
UNIT COST:	\$5,443.00	TOTAL COST:	\$21,772
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(3,293.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(13,172)</div>
TOTAL UNITS:	4	PCT. COST RECOVERY:	39.50%
SUGGESTED FEE FOR COST RECOVERY OF: 100% 5-15 lots - \$4,090 per application plus \$112 per lot over 5 lots 16-30 lots - \$5,210 per application plus \$34 per lot over 15 lots 31+ lots - \$5,720 per application plus \$34 per lot over 30 lots			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE TENTATIVE TRACT MAP				REFERENCE NO. S-016		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 4		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER	5 Lots	20.00	\$4,088.60	1	\$4,089
		TYPE SUBTOTAL	20.00	\$4,088.60		\$4,089
PLANNING	SENIOR PLANNER	15 Lots	25.50	\$5,212.97	1	\$5,213
		TYPE SUBTOTAL	25.50	\$5,212.97		\$5,213
PLANNING	SENIOR PLANNER	30 Lots	28.00	\$5,724.04	1	\$5,724
		TYPE SUBTOTAL	28.00	\$5,724.04		\$5,724
PLANNING	SENIOR PLANNER	60 Lots	33.00	\$6,746.19	1	\$6,746
		TYPE SUBTOTAL	33.00	\$6,746.19		\$6,746
TOTALS			106.50	\$5,443.00		\$21,772

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE REVISED PARCEL MAP		REFERENCE NO. S-017	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed revision to an approved tentative parcel map for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$1,800 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$1,800.00	TOTAL REVENUE:	\$1,800
UNIT COST:	\$3,884.00	TOTAL COST:	\$3,884
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(2,084.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(2,084)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	46.34%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$3,885 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE REVISED PARCEL MAP				REFERENCE NO. S-017		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		19.00	\$3,884.17	1	\$3,884
		TYPE SUBTOTAL	19.00	\$3,884.17		\$3,884
TOTALS			19.00	\$3,884.00		\$3,884

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE REVISED TRACT MAP		REFERENCE NO. S-018	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed revision to an approved tentative tract map for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$1,800 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$1,800.00	TOTAL REVENUE:	\$1,800
UNIT COST:	\$3,986.00	TOTAL COST:	\$3,986
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(2,186.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(2,186)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	45.16%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$3,985 per application			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE REVISED TRACT MAP				REFERENCE NO. S-018		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		19.50	\$3,986.39	1	\$3,986
		TYPE SUBTOTAL	19.50	\$3,986.39		\$3,986
		TOTALS	19.50	\$3,986.00		\$3,986

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE REVERSION TO ACREAGE		REFERENCE NO. S-019	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed merger of multiple lots into one lot for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$775 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$775.00	TOTAL REVENUE:	\$775
UNIT COST:	\$4,089.00	TOTAL COST:	\$4,089
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(3,314.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(3,314)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	18.95%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$4,090 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE REVERSION TO ACREAGE				REFERENCE NO. S-019		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		20.00	\$4,088.60	1	\$4,089
		TYPE SUBTOTAL	20.00	\$4,088.60		\$4,089
TOTALS			20.00	\$4,089.00		\$4,089

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE FINAL PARCEL MAP		REFERENCE NO. S-020	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE MAP	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a final parcel map for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$620 per map			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE: \$620.00		TOTAL REVENUE: \$620	
UNIT COST: \$1,942.00		TOTAL COST: \$1,942	
UNIT PROFIT (SUBSIDY): <u>\$(1,322.00)</u>		TOTAL PROFIT (SUBSIDY): <u>\$(1,322)</u>	
TOTAL UNITS: 1		PCT. COST RECOVERY: 31.93%	
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$1,940 per map			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE FINAL PARCEL MAP				REFERENCE NO. S-020		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		9.50	\$1,942.09	1	\$1,942
		TYPE SUBTOTAL	9.50	\$1,942.09		\$1,942
		TOTALS	9.50	\$1,942.00		\$1,942

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE FINAL TRACT MAP		REFERENCE NO. S-021	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE MAP	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a final tract map for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$775 per map			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$775.00	TOTAL REVENUE:	\$775
UNIT COST:	\$2,147.00	TOTAL COST:	\$2,147
UNIT PROFIT (SUBSIDY):	\$(1,372.00)	TOTAL PROFIT (SUBSIDY):	\$(1,372)
TOTAL UNITS:	1	PCT. COST RECOVERY:	36.10%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$2,145 per map			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE FINAL TRACT MAP				REFERENCE NO. S-021		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		10.50	\$2,146.52	1	\$2,147
		TYPE SUBTOTAL	10.50	\$2,146.52		\$2,147
		TOTALS	10.50	\$2,147.00		\$2,147

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE LOT LINE ADJUSTMENT		REFERENCE NO. S-022	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed lot line adjustment for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$775 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$775.00	TOTAL REVENUE:	\$775
UNIT COST:	\$2,351.00	TOTAL COST:	\$2,351
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(1,576.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(1,576)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	32.96%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$2,350 per application			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE LOT LINE ADJUSTMENT				REFERENCE NO. S-022		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		11.50	\$2,350.95	1	\$2,351
		TYPE SUBTOTAL	11.50	\$2,350.95		\$2,351
		TOTALS	11.50	\$2,351.00		\$2,351

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE LOT MERGER		REFERENCE NO. S-023	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed merger of two lots into one lot for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$620 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$620.00	TOTAL REVENUE:	\$1,240
UNIT COST:	\$2,351.00	TOTAL COST:	\$4,702
UNIT PROFIT (SUBSIDY):	\$(1,731.00)	TOTAL PROFIT (SUBSIDY):	\$(3,462)
TOTAL UNITS:	2	PCT. COST RECOVERY:	26.37%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$2,350 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE LOT MERGER				REFERENCE NO. S-023		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 2		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		11.50	\$2,350.95	2	\$4,702
		TYPE SUBTOTAL	11.50	\$2,350.95		\$4,702
		TOTALS	11.50	\$2,351.00		\$4,702

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE SB9 LOT SPLIT		REFERENCE NO. S-024	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a split of an existing lot within the terms of Senate Bill 9.			
CURRENT FEE STRUCTURE Minimum - \$310 per application 0-500 square feet - \$465 per application 501-14,999 square feet - \$1,395 per application 15,000-100,000 square feet - \$1,860 per application 100,000+ square feet - \$3,100 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$465.00	TOTAL REVENUE:	\$465
UNIT COST:	\$2,351.00	TOTAL COST:	\$2,351
UNIT PROFIT (SUBSIDY):	\$(1,886.00)	TOTAL PROFIT (SUBSIDY):	\$(1,886)
TOTAL UNITS:	1	PCT. COST RECOVERY:	19.78%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$2,350 per application			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE SB9 LOT SPLIT				REFERENCE NO. S-024		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		11.50	\$2,350.95	1	\$2,351
		TYPE SUBTOTAL	11.50	\$2,350.95		\$2,351
		TOTALS	11.50	\$2,351.00		\$2,351

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE CERTIFICATE OF COMPLIANCE		REFERENCE NO. S-025	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed certificate of compliance for compliance with City codes and standards, and the Subdivision Map Act.			
CURRENT FEE STRUCTURE \$775 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$775.00	TOTAL REVENUE:	\$775
UNIT COST:	\$4,089.00	TOTAL COST:	\$4,089
UNIT PROFIT (SUBSIDY):	\$(3,314.00)	TOTAL PROFIT (SUBSIDY):	\$(3,314)
TOTAL UNITS:	1	PCT. COST RECOVERY:	18.95%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$4,090 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE CERTIFICATE OF COMPLIANCE				REFERENCE NO. S-025		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		20.00	\$4,088.60	1	\$4,089
		TYPE SUBTOTAL	20.00	\$4,088.60		\$4,089
		TOTALS	20.00	\$4,089.00		\$4,089

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE CEQA NOTICE OF EXEMPTION		REFERENCE NO. S-026	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review and processing a notice of categorical exemption under the terms of the California Environmental Quality Act (CEQA).			
CURRENT FEE STRUCTURE \$233 per application Applicant pays any County or State fees			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$233.00	TOTAL REVENUE:	\$3,961
UNIT COST:	\$511.06	TOTAL COST:	\$8,688
UNIT PROFIT (SUBSIDY):	\$(278.06)	TOTAL PROFIT (SUBSIDY):	\$(4,727)
TOTAL UNITS:	17	PCT. COST RECOVERY:	45.59%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$510 per application Applicant pays any County or State fees			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE CEQA NOTICE OF EXEMPTION				REFERENCE NO. S-026		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 17		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		2.50	\$511.08	17	\$8,688
		TYPE SUBTOTAL	2.50	\$511.08		\$8,688
		TOTALS	2.50	\$511.06		\$8,688

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ENVIRONMENTAL REVIEW		REFERENCE NO. S-027	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE PROJECT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Environmental review of a proposed development for compliance with the California Environmental Quality Act (CEQA).			
CURRENT FEE STRUCTURE Initial Study (Negative Declaration) - \$930 per Actual Cost plus 15% Admin Fee Initial Study (Mitigated Negative Declaration) - \$1,550 per Actual Cost plus 15% Admin Fee Environmental Impact Report - Actual Cost plus 15% Admin Fee Applicant pays any County or State fees			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Actual consultant/contract costs plus 15% Admin Fee			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE ENVIRONMENTAL REVIEW				REFERENCE NO. S-027		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
		TOTALS	0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE SIGN PROGRAM		REFERENCE NO. S-028	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a commercial master sign program for compliance with City codes and standards.			
CURRENT FEE STRUCTURE \$465 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$465.00	TOTAL REVENUE:	\$465
UNIT COST:	\$3,066.00	TOTAL COST:	\$3,066
UNIT PROFIT (SUBSIDY):	\$(2,601.00)	TOTAL PROFIT (SUBSIDY):	\$(2,601)
TOTAL UNITS:	1	PCT. COST RECOVERY:	15.17%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$3,065 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE SIGN PROGRAM				REFERENCE NO. S-028		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		15.00	\$3,066.45	1	\$3,066
		TYPE SUBTOTAL	15.00	\$3,066.45		\$3,066
		TOTALS	15.00	\$3,066.00		\$3,066

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE SIGN PROGRAM AMENDMENT		REFERENCE NO. S-029	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a minor amendment to an approved Sign Program which can be approved by City staff.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$1,022.00	TOTAL COST:	\$1,022
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(1,022.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(1,022)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$1,020 per application			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE SIGN PROGRAM AMENDMENT				REFERENCE NO. S-029		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		5.00	\$1,022.15	1	\$1,022
		TYPE SUBTOTAL	5.00	\$1,022.15		\$1,022
		TOTALS	5.00	\$1,022.00		\$1,022

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE STANDARD SIGN PERMIT		REFERENCE NO. S-030	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a standard sign permit for compliance with City codes and standards.			
CURRENT FEE STRUCTURE \$155 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$155.00	TOTAL REVENUE:	\$775
UNIT COST:	\$511.00	TOTAL COST:	\$2,555
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(356.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(1,780)</div>
TOTAL UNITS:	5	PCT. COST RECOVERY:	30.33%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$510 per application			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE STANDARD SIGN PERMIT				REFERENCE NO. S-030		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 5		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		2.50	\$511.08	5	\$2,555
		TYPE SUBTOTAL	2.50	\$511.08		\$2,555
		TOTALS	2.50	\$511.00		\$2,555

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE TEMPORARY SIGN PERMIT		REFERENCE NO. S-031	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a temporary sign for compliance with City codes and standards.			
CURRENT FEE STRUCTURE \$155 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$155.00	TOTAL REVENUE:	\$2,945
UNIT COST:	\$102.21	TOTAL COST:	\$1,942
UNIT PROFIT (SUBSIDY):	<hr/> \$52.79 <hr/>	TOTAL PROFIT (SUBSIDY):	<hr/> \$1,003 <hr/>
TOTAL UNITS:	19	PCT. COST RECOVERY:	151.65%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$100 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE TEMPORARY SIGN PERMIT				REFERENCE NO. S-031		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 19		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		0.50	\$102.22	19	\$1,942
		TYPE SUBTOTAL	0.50	\$102.22		\$1,942
		TOTALS	0.50	\$102.21		\$1,942

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE SIGN VARIANCE		REFERENCE NO. S-032	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a proposed variance of sign standards from the Zoning Code.			
CURRENT FEE STRUCTURE \$465 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$465.00	TOTAL REVENUE:	\$465
UNIT COST:	\$3,066.00	TOTAL COST:	\$3,066
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(2,601.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(2,601)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	15.17%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$3,065 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE SIGN VARIANCE				REFERENCE NO. S-032		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		15.00	\$3,066.45	1	\$3,066
		TYPE SUBTOTAL	15.00	\$3,066.45		\$3,066
		TOTALS	15.00	\$3,066.00		\$3,066

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE HOME OCCUPATION PERMIT		REFERENCE NO. S-033	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a request to operate a business out of a residence.			
CURRENT FEE STRUCTURE \$97 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$97.00	TOTAL REVENUE:	\$1,455
UNIT COST:	\$342.07	TOTAL COST:	\$5,131
UNIT PROFIT (SUBSIDY):	\$(245.07)	TOTAL PROFIT (SUBSIDY):	\$(3,676)
TOTAL UNITS:	15	PCT. COST RECOVERY:	28.36%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$340 per application			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE HOME OCCUPATION PERMIT				REFERENCE NO. S-033		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 15		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
FINANCE	FINANCE TECHNICIAN		0.17	\$14.68	15	\$220
PLANNING	ASSISTANT PLANNER		2.50	\$327.40	15	\$4,911
		TYPE SUBTOTAL	2.67	\$342.08		\$5,131
		TOTALS	2.67	\$342.07		\$5,131

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE LAND USE APPLICATION		REFERENCE NO. S-034	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Zoning review of a new business and small building items, such as patios, sheds, pools/spas, and one-story additions of less than 500 square feet.			
CURRENT FEE STRUCTURE \$97 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$97.00	TOTAL REVENUE:	\$10,282
UNIT COST:	\$261.92	TOTAL COST:	\$27,764
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(164.92)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(17,482)</div>
TOTAL UNITS:	106	PCT. COST RECOVERY:	37.03%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$260 per application			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE LAND USE APPLICATION				REFERENCE NO. S-034		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 106		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	ASSISTANT PLANNER		2.00	\$261.92	106	\$27,764
		TYPE SUBTOTAL	2.00	\$261.92		\$27,764
		TOTALS	2.00	\$261.92		\$27,764

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE SPECIAL EVENT PERMIT		REFERENCE NO. S-035	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a request for a private special event.			
CURRENT FEE STRUCTURE 1-200 people - \$310 per application 201-500 people - \$620 per application 501+ people - \$620 deposit with Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$599.33	TOTAL REVENUE:	\$8,990
UNIT COST:	\$1,449.53	TOTAL COST:	\$21,743
UNIT PROFIT (SUBSIDY):	\$(850.20)	TOTAL PROFIT (SUBSIDY):	\$(12,753)
TOTAL UNITS:	15	PCT. COST RECOVERY:	41.35%
SUGGESTED FEE FOR COST RECOVERY OF: 100% 1-200 people - \$1,230 per application 201-500 people - \$1,435 per application 501+ people - \$2,000 deposit with Actual Costs Plus a security deposit determined by staff.			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE				REFERENCE NO.		
SPECIAL EVENT PERMIT				S-035		
NOTE				TOTAL UNITS		
Unit Costs are an Average of Total Units				15		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PUBLIC WORKS	SR MAINT CREW LEADER		1.00	\$209.31	15	\$3,140
		TYPE SUBTOTAL	1.00	\$209.31		\$3,140
PLANNING	SENIOR PLANNER	Minor	5.00	\$1,022.15	1	\$1,022
		TYPE SUBTOTAL	5.00	\$1,022.15		\$1,022
PLANNING	SENIOR PLANNER	Mid-Sized	6.00	\$1,226.58	13	\$15,946
		TYPE SUBTOTAL	6.00	\$1,226.58		\$15,946
PLANNING	SENIOR PLANNER	Major	8.00	\$1,635.44	1	\$1,635
		TYPE SUBTOTAL	8.00	\$1,635.44		\$1,635
TOTALS			20.00	\$1,449.53		\$21,743

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE TEMPORARY USE PERMIT		REFERENCE NO. S-036	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a request for a temporary zoning use for compliance with City codes and standards.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$1,022.17	TOTAL COST:	\$6,133
UNIT PROFIT (SUBSIDY):	\$(1,022.17)	TOTAL PROFIT (SUBSIDY):	\$(6,133)
TOTAL UNITS:	6	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$1,020 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE TEMPORARY USE PERMIT				REFERENCE NO. S-036		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 6		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		5.00	\$1,022.15	6	\$6,133
		TYPE SUBTOTAL	5.00	\$1,022.15		\$6,133
		TOTALS	5.00	\$1,022.17		\$6,133

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE STREET VENDOR PERMIT		REFERENCE NO. S-037	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a request for a vendor in the public right-of-way for compliance with City codes and standards.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$458.00	TOTAL COST:	\$458
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(458.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(458)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$460 per application			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE STREET VENDOR PERMIT				REFERENCE NO. S-037		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	ASSISTANT PLANNER		3.50	\$458.36	1	\$458
		TYPE SUBTOTAL	3.50	\$458.36		\$458
		TOTALS	3.50	\$458.00		\$458

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE FIREWORKS BOOTH REVIEW		REFERENCE NO. S-038	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE BOOTH	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a fireworks booth for compliance with City codes and standards			
CURRENT FEE STRUCTURE \$97 per booth plus \$50 for temporary sign			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$147.00	TOTAL REVENUE:	\$147
UNIT COST:	\$720.00	TOTAL COST:	\$720
UNIT PROFIT (SUBSIDY):	<hr/> \$(573.00)	TOTAL PROFIT (SUBSIDY):	<hr/> \$(573)
TOTAL UNITS:	1	PCT. COST RECOVERY:	20.42%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$720 per booth			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE FIREWORKS BOOTH REVIEW				REFERENCE NO. S-038		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	ASSISTANT PLANNER		5.50	\$720.28	1	\$720
		TYPE SUBTOTAL	5.50	\$720.28		\$720
		TOTALS	5.50	\$720.00		\$720

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE MINOR MODIFICATION REVIEW		REFERENCE NO. S-039	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a request for a minor modification (up to a 10% change) to an approved project for compliance with City codes and standards.			
CURRENT FEE STRUCTURE Staff - \$65 per application Planning Commission - \$1,550 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$65.00	TOTAL REVENUE:	\$65
UNIT COST:	\$511.00	TOTAL COST:	\$511
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(446.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(446)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	12.72%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$510 per application			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE MINOR MODIFICATION REVIEW				REFERENCE NO. S-039		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		2.50	\$511.08	1	\$511
		TYPE SUBTOTAL	2.50	\$511.08		\$511
		TOTALS	2.50	\$511.00		\$511

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE PLANNING TIME EXTENSION		REFERENCE NO. S-040	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a project time extension at the request of the applicant.			
CURRENT FEE STRUCTURE \$310 per application			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$310.00	TOTAL REVENUE:	\$310
UNIT COST:	\$307.00	TOTAL COST:	\$307
UNIT PROFIT (SUBSIDY):	<hr/> \$3.00 <hr/>	TOTAL PROFIT (SUBSIDY):	<hr/> \$3 <hr/>
TOTAL UNITS:	1	PCT. COST RECOVERY:	100.98%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$305 per application			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE PLANNING TIME EXTENSION				REFERENCE NO. S-040		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		1.50	\$306.65	1	\$307
		TYPE SUBTOTAL	1.50	\$306.65		\$307
		TOTALS	1.50	\$307.00		\$307

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE APPEAL TO PLANNING COMMISSION		REFERENCE NO. S-041	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPEAL	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review and processing an appeal of a staff decision to the Planning Commission.			
CURRENT FEE STRUCTURE \$930 per appeal			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$930.00	TOTAL REVENUE:	\$930
UNIT COST:	\$2,658.00	TOTAL COST:	\$2,658
UNIT PROFIT (SUBSIDY):	<u>\$(1,728.00)</u>	TOTAL PROFIT (SUBSIDY):	<u>\$(1,728)</u>
TOTAL UNITS:	1	PCT. COST RECOVERY:	34.99%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$2,660 per appeal			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE APPEAL TO PLANNING COMMISSION				REFERENCE NO. S-041		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		13.00	\$2,657.59	1	\$2,658
		TYPE SUBTOTAL	13.00	\$2,657.59		\$2,658
		TOTALS	13.00	\$2,658.00		\$2,658

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE APPEAL TO CITY COUNCIL		REFERENCE NO. S-042	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE APPEAL	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review and processing an appeal of a Planning Commission decision to the City Council.			
CURRENT FEE STRUCTURE Resident - \$310 per appeal Non-Resident - \$1,550 per appeal			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$1,550.00	TOTAL REVENUE:	\$1,550
UNIT COST:	\$2,249.00	TOTAL COST:	\$2,249
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(699.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(699)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	68.92%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$2,250 per appeal			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE APPEAL TO CITY COUNCIL				REFERENCE NO. S-042		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		11.00	\$2,248.73	1	\$2,249
		TYPE SUBTOTAL	11.00	\$2,248.73		\$2,249
		TOTALS	11.00	\$2,249.00		\$2,249

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ZONING VERIFICATION LETTER		REFERENCE NO. S-043	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE LETTER	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Providing a letter detailing the zoning of a particular property on request.			
CURRENT FEE STRUCTURE \$155 per letter			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$155.00	TOTAL REVENUE:	\$155
UNIT COST:	\$409.00	TOTAL COST:	\$409
UNIT PROFIT (SUBSIDY):	\$(254.00)	TOTAL PROFIT (SUBSIDY):	\$(254)
TOTAL UNITS:	1	PCT. COST RECOVERY:	37.90%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$410 per letter			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23 ***

SERVICE ZONING VERIFICATION LETTER				REFERENCE NO. S-043		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		2.00	\$408.86	1	\$409
		TYPE SUBTOTAL	2.00	\$408.86		\$409
TOTALS			2.00	\$409.00		\$409

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE PROPERTY HISTORY LETTER		REFERENCE NO. S-044	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE LETTER	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Research of the property history of a particular property on request.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE: \$0.00		TOTAL REVENUE: \$0	
UNIT COST: \$1,329.00		TOTAL COST: \$1,329	
UNIT PROFIT (SUBSIDY): \$(1,329.00)		TOTAL PROFIT (SUBSIDY): \$(1,329)	
TOTAL UNITS: 1		PCT. COST RECOVERY: 0.00%	
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$1,330 per letter plus the fully allocated hourly rates for all time over 6.5 hours			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE PROPERTY HISTORY LETTER				REFERENCE NO. S-044		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PLANNING	SENIOR PLANNER		6.50	\$1,328.80	1	\$1,329
		TYPE SUBTOTAL	6.50	\$1,328.80		\$1,329
		TOTALS	6.50	\$1,329.00		\$1,329

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE LANDSCAPE PLAN REVIEW/INSPECTION		REFERENCE NO. S-045	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE PLAN	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of on-site landscape plans and inspection of the installation for compliance with City codes and standards.			
CURRENT FEE STRUCTURE \$2,000 Deposit with Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$2,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE LANDSCAPE PLAN REVIEW/INSPECTION				REFERENCE NO. S-045		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE PLANNING BUILDING PLAN REVIEW		REFERENCE NO. S-046	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE PLAN	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Planning review of Building construction plans.			
CURRENT FEE STRUCTURE \$620 Deposit with Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$1,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE PLANNING BUILDING PLAN REVIEW				REFERENCE NO. S-046		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
		TOTALS	0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE DEVELOPMENT ATTORNEY REVIEW		REFERENCE NO. S-047	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE HOUR	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review by contract attorneys related to a development project.			
CURRENT FEE STRUCTURE Actual Cost plus 15% Admin Fee			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Actual Contract Cost plus 15% Admin Fee			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE DEVELOPMENT ATTORNEY REVIEW				REFERENCE NO. S-047		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS <div style="text-align: right;">1</div>		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE PLANNING EXTRA PLAN REVIEW		REFERENCE NO. S-048	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE REVIEW	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Extra plan review of a project submittal due to the actions of the applicant.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE PLANNING EXTRA PLAN REVIEW				REFERENCE NO. S-048		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE PLANNING EXTRA MEETING		REFERENCE NO. S-049	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE MEETING	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Processing and staff time for extra DAB, Planning Commission, or City Council meetings due to the actions of the applicant.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE PLANNING EXTRA MEETING				REFERENCE NO. S-049		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
		TOTALS	0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE MISCELLANEOUS PLANNING REVIEW		REFERENCE NO. S-050	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE REVIEW	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of miscellaneous planning applications not otherwise covered in the fee schedule.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE MISCELLANEOUS PLANNING REVIEW				REFERENCE NO. S-050		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
		TOTALS	0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE PLANNING PUBLIC NOTICING		REFERENCE NO. S-051	
PRIMARY DEPARTMENT PLANNING	UNIT OF SERVICE NOTICE	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Costs related to the public noticing of development projects.			
CURRENT FEE STRUCTURE Actual costs plus 15% Admin Fee			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	\$0.00	TOTAL PROFIT (SUBSIDY):	\$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Charges determined by staff based on actual newspaper advertising costs			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE PLANNING PUBLIC NOTICING				REFERENCE NO. S-051		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
			0.00	\$0.00	0	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
		TOTALS	0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE BUILDING PLAN CHECK/INSPECTION		REFERENCE NO. S-052	
PRIMARY DEPARTMENT BUILDING	UNIT OF SERVICE PLAN/PERMIT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of Building construction plans and inspection of the resulting construction for compliance with City codes and standards.			
CURRENT FEE STRUCTURE Various fees based on construction valuation or fixture count. See Appendix C for fee detail			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$242,000.00	TOTAL REVENUE:	\$242,000
UNIT COST:	\$627,836.00	TOTAL COST:	\$627,836
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;"> \$(385,836.00) </div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;"> \$(385,836) </div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	38.55%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Various fees based on construction valuation or fixture count. See Appendix C for fee detail			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE BUILDING PLAN CHECK/INSPECTION				REFERENCE NO. S-052		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
BUILDING & SAFETY	BUILDING OFFICIAL	100%	1,624.00	\$295,356.88	1	\$295,357
BUILDING & SAFETY	BUILDING PERMIT TECHNICIA	100%	1,583.50	\$187,058.86	1	\$187,059
BUILDING & SAFETY	OVERTIME	\$630	2,000.00	\$1,920.00	1	\$1,920
BUILDING & SAFETY		Prof/Spec Services	0.00	\$68,500.00	1	\$68,500
BUILDING & SAFETY		Willdan	0.00	\$75,000.00	1	\$75,000
		TYPE SUBTOTAL	5,207.50	\$627,835.74		\$627,836
TOTALS			5,207.50	\$627,836.00		\$627,836

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE COMM. DEV. TECHNOLOGY SURCHARGE		REFERENCE NO. S-053	
PRIMARY DEPARTMENT BUILDING	UNIT OF SERVICE N/A	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Surcharge for the replacement and maintenance of Community Development technology needs.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$25,000.00	TOTAL COST:	\$25,000
UNIT PROFIT (SUBSIDY):	\$(25,000.00)	TOTAL PROFIT (SUBSIDY):	\$(25,000)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% 7.5% of all Building and Safety fees			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE COMM. DEV. TECHNOLOGY SURCHARGE				REFERENCE NO. S-053		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
BUILDING & SAFETY		Technology Costs	0.00	\$25,000.00	1	\$25,000
		TYPE SUBTOTAL	0.00	\$25,000.00		\$25,000
		TOTALS	0.00	\$25,000.00		\$25,000

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ENCROACHMENT PERMIT PROCESSING		REFERENCE NO. S-054	
PRIMARY DEPARTMENT PUBLIC WORKS	UNIT OF SERVICE PERMIT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Processing and issuing an encroachment permit.			
CURRENT FEE STRUCTURE \$58 per permit			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$58.00	TOTAL REVENUE:	\$4,640
UNIT COST:	\$59.08	TOTAL COST:	\$4,726
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(1.08)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(86)</div>
TOTAL UNITS:	80	PCT. COST RECOVERY:	98.18%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$60 per permit			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE ENCROACHMENT PERMIT PROCESSING				REFERENCE NO. S-054		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 80		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
BUILDING & SAFETY	BUILDING PERMIT TECHNICIA		0.50	\$59.07	80	\$4,726
		TYPE SUBTOTAL	0.50	\$59.07		\$4,726
		TOTALS	0.50	\$59.08		\$4,726

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ENCROACHMENT INSPECTION		REFERENCE NO. S-055	
PRIMARY DEPARTMENT PUBLIC WORKS	UNIT OF SERVICE PERMIT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Inspection of improvements in the public right-of-way.			
CURRENT FEE STRUCTURE Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$63.50	TOTAL REVENUE:	\$5,080
UNIT COST:	\$63.50	TOTAL COST:	\$5,080
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$0.00</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$0</div>
TOTAL UNITS:	80	PCT. COST RECOVERY:	100.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Actual Contract Costs			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE ENCROACHMENT INSPECTION				REFERENCE NO. S-055		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 80		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PUBLIC WORKS		Willdan - 30 Min	0.00	\$63.50	80	\$5,080
		TYPE SUBTOTAL	0.00	\$63.50		\$5,080
		TOTALS	0.00	\$63.50		\$5,080

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE TEMPORARY ENCROACHMENT PERMIT		REFERENCE NO. S-056	
PRIMARY DEPARTMENT PUBLIC WORKS	UNIT OF SERVICE PERMIT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Processing and inspection of a temporary encroachment in the public right-of-way, such as dumpsters.			
CURRENT FEE STRUCTURE \$58 permit processing plus actual inspection costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$123.00	TOTAL COST:	\$123
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(123.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(123)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$60 permit processing plus actual contract costs			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE TEMPORARY ENCROACHMENT PERMIT				REFERENCE NO. S-056		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
BUILDING & SAFETY	BUILDING PERMIT TECHNICIA		0.50	\$59.07	1	\$59
PUBLIC WORKS		Willdan - 30 Min	0.00	\$63.50	1	\$64
		TYPE SUBTOTAL	0.50	\$122.57		\$123
TOTALS			0.50	\$123.00		\$123

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE DEVELOP ENGINEER PLAN REV/INSPECT		REFERENCE NO. S-057	
PRIMARY DEPARTMENT PUBLIC WORKS	UNIT OF SERVICE PLAN	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Engineering review of development and construction plans and inspection of those improvements and grading.			
CURRENT FEE STRUCTURE \$58 permit processing plus actual contract costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$150,000.00	TOTAL REVENUE:	\$150,000
UNIT COST:	\$138,529.00	TOTAL COST:	\$138,529
UNIT PROFIT (SUBSIDY):	\$11,471.00	TOTAL PROFIT (SUBSIDY):	\$11,471
TOTAL UNITS:	1	PCT. COST RECOVERY:	108.28%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$60 permit processing plus actual contract costs			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE DEVELOP ENGINEER PLAN REV/INSPECT				REFERENCE NO. S-057		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PUBLIC WORKS		Willdan	0.00	\$138,529.00	1	\$138,529
		TYPE SUBTOTAL	0.00	\$138,529.00		\$138,529
TOTALS			0.00	\$138,529.00		\$138,529

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE STORMWATER PLAN CHECK/INSPECTION		REFERENCE NO. S-058	
PRIMARY DEPARTMENT PUBLIC WORKS	UNIT OF SERVICE PROJECT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Plan review of stormwater improvements and impacts and resulting inspections for compliance with state and federal regulations.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$6,328.00	TOTAL COST:	\$6,328
UNIT PROFIT (SUBSIDY):	\$(6,328.00)	TOTAL PROFIT (SUBSIDY):	\$(6,328)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Actual Contract Costs			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE STORMWATER PLAN CHECK/INSPECTION				REFERENCE NO. S-058		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PUBLIC WORKS		Contract Costs	0.00	\$6,328.00	1	\$6,328
		TYPE SUBTOTAL	0.00	\$6,328.00		\$6,328
		TOTALS	0.00	\$6,328.00		\$6,328

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE PUBLIC WORKS LIEN SET-UP/RELEASE		REFERENCE NO. S-059	
PRIMARY DEPARTMENT PUBLIC WORKS	UNIT OF SERVICE LIEN	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Set-up and release of a lien due to non-payment of Public Works fees.			
CURRENT FEE STRUCTURE County Fees			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$32.77	TOTAL COST:	\$11,043
UNIT PROFIT (SUBSIDY):	\$(32.77)	TOTAL PROFIT (SUBSIDY):	\$(11,043)
TOTAL UNITS:	337	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$35 per release plus County fees			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE PUBLIC WORKS LIEN SET-UP/RELEASE				REFERENCE NO. S-059		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 337		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
FINANCE	FINANCE DIRECTOR	Set-Up - 1.5 Hr/Yr	0.00	\$0.98	337	\$330
PUBLIC WORKS	SR MANAGEMENT ANALYST	5 H/W - 12 Wks	0.18	\$31.79	337	\$10,713
		TYPE SUBTOTAL	0.18	\$32.77		\$11,043
		TOTALS	0.18	\$32.77		\$11,043

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ENGINEERING CONTRACT ADMIN		REFERENCE NO. S-060	
PRIMARY DEPARTMENT PUBLIC WORKS	UNIT OF SERVICE N/A	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Administration of Engineering plan check and inspection contracts.			
CURRENT FEE STRUCTURE 15% of contract amount			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$22,500.00	TOTAL REVENUE:	\$22,500
UNIT COST:	\$29,391.00	TOTAL COST:	\$29,391
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(6,891.00)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(6,891)</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	76.55%
SUGGESTED FEE FOR COST RECOVERY OF: 100% 20% of contract amount			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE ENGINEERING CONTRACT ADMIN				REFERENCE NO. S-060		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PUBLIC WORKS	SR MANAGEMENT ANALYST	10%	162.40	\$29,391.15	1	\$29,391
		TYPE SUBTOTAL	162.40	\$29,391.15		\$29,391
		TOTALS	162.40	\$29,391.00		\$29,391

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE BALLFIELD/FACILITY RENTAL		REFERENCE NO. S-061	
PRIMARY DEPARTMENT PUBLIC WORKS	UNIT OF SERVICE RENTAL	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Rental of City facilities and fields by the public.			
CURRENT FEE STRUCTURE See Appendix D for fee detail			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$213.13	TOTAL REVENUE:	\$35,805
UNIT COST:	\$141.06	TOTAL COST:	\$23,698
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;"> \$72.07 </div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;"> \$12,107 </div>
TOTAL UNITS:	168	PCT. COST RECOVERY:	151.09%
SUGGESTED FEE FOR COST RECOVERY OF: 100% See Appendix D for fee detail			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE BALLFIELD/FACILITY RENTAL				REFERENCE NO. S-061		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 168		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
PUBLIC WORKS	MAINT WORKER I	1 Hour/Week Of 1	0.61	\$60.78	168	\$10,211
PARKS MAINTENANCE	MAINT WORKER II	1 Hour/Week Of 2	0.61	\$80.28	168	\$13,487
		TYPE SUBTOTAL	1.22	\$141.06		\$23,698
TOTALS			1.22	\$141.06		\$23,698

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE SENIOR TRANSIT SERVICES		REFERENCE NO. S-062	
PRIMARY DEPARTMENT SENIOR SERVICES	UNIT OF SERVICE N/A	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Providing senior Dial-A-Ride transit services to the community.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$122,547.00	TOTAL COST:	\$122,547
UNIT PROFIT (SUBSIDY):	\$(122,547.00)	TOTAL PROFIT (SUBSIDY):	\$(122,547)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 5% \$1 per rider			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE SENIOR TRANSIT SERVICES				REFERENCE NO. S-062		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
SENIOR BUS PROGRAM	BUS DRIVER	100%	1,624.00	\$120,646.96	1	\$120,647
SENIOR BUS PROGRAM	OVERTIME	\$630	2,000.00	\$1,900.00	1	\$1,900
		TYPE SUBTOTAL	3,624.00	\$122,546.96		\$122,547
TOTALS			3,624.00	\$122,547.00		\$122,547

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE RESIDENTIAL RENTAL INSPECTION		REFERENCE NO. S-063	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE INSPECTION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Inspection of rental housing located within the City.			
CURRENT FEE STRUCTURE Apartment - 1-199 units - \$48 per unit Apartment - 200+ units - \$36 per unit Single Family Home - \$95 per inspection Re-Inspection - \$47 per inspection			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$104.22	TOTAL REVENUE:	\$48,150
UNIT COST:	\$82.72	TOTAL COST:	\$38,215
UNIT PROFIT (SUBSIDY):	\$21.50	TOTAL PROFIT (SUBSIDY):	\$9,935
TOTAL UNITS:	462	PCT. COST RECOVERY:	126.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Apartment - 1-199 units - \$185 per inspection Apartment - 200+ units - \$290 per inspection Single Family Home - \$85 per inspection Re-Inspection - \$70 per inspection			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE RESIDENTIAL RENTAL INSPECTION				REFERENCE NO. S-063		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 462		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	1-199 Units	1.25	\$171.70	10	\$1,717
		TYPE SUBTOTAL	1.25	\$171.70		\$1,717
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	200+ Units	2.00	\$274.72	2	\$549
		TYPE SUBTOTAL	2.00	\$274.72		\$549
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	Single Family Home	0.50	\$68.68	350	\$24,038
		TYPE SUBTOTAL	0.50	\$68.68		\$24,038
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	Reinspection	0.50	\$68.68	100	\$6,868
		TYPE SUBTOTAL	0.50	\$68.68		\$6,868
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	Prog Admin - 18 H/Y	0.10	\$13.93	362	\$5,043
		TYPE SUBTOTAL	0.10	\$13.93		\$5,043
TOTALS			4.35	\$82.72		\$38,215

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE CODE ENFORCEMENT INSPECTION		REFERENCE NO. S-064	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE INSPECTION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Code Enforcement inspections necessary due to the actions of the property owner.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$68.68	TOTAL COST:	\$103,020
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(68.68)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(103,020)</div>
TOTAL UNITS:	1,500	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$70 per inspection			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE CODE ENFORCEMENT INSPECTION				REFERENCE NO. S-064		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1,500		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC		0.50	\$68.68	1,500	\$103,020
		TYPE SUBTOTAL	0.50	\$68.68		\$103,020
		TOTALS	0.50	\$68.68		\$103,020

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE INSPECTION WARRANT		REFERENCE NO. S-065	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE WARRANT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Obtaining a warrant to be able to access a property to perform a Code Enforcement inspection.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$687.00	TOTAL COST:	\$1,374
UNIT PROFIT (SUBSIDY):	\$(687.00)	TOTAL PROFIT (SUBSIDY):	\$(1,374)
TOTAL UNITS:	2	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$685 per warrant plus any City Attorney costs and court fees			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE INSPECTION WARRANT				REFERENCE NO. S-065		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 2		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC		5.00	\$686.80	2	\$1,374
		TYPE SUBTOTAL	5.00	\$686.80		\$1,374
		TOTALS	5.00	\$687.00		\$1,374

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ABATEMENT WARRANT		REFERENCE NO. S-066	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE WARRANT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Obtaining a warrant to be able to abate a property.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$687.00	TOTAL COST:	\$1,374
UNIT PROFIT (SUBSIDY):	\$(687.00)	TOTAL PROFIT (SUBSIDY):	\$(1,374)
TOTAL UNITS:	2	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$685 per warrant plus any City Attorney costs and court fees			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE ABATEMENT WARRANT				REFERENCE NO. S-066		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 2		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	SR CODE ENF/AC.OFF/SPEC		5.00	\$686.80	2	\$1,374
		TYPE SUBTOTAL	5.00	\$686.80		\$1,374
		TOTALS	5.00	\$687.00		\$1,374

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE NUISANCE ABATEMENT		REFERENCE NO. S-067	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE LOT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Abatement of a code nuisance of a property due to the inaction of the property owner.			
CURRENT FEE STRUCTURE Actual contract costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$0.00	TOTAL COST:	\$0
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$0.00</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$0</div>
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Actual Contract costs plus 20% administrative fee			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE NUISANCE ABATEMENT				REFERENCE NO. S-067		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	Actual Costs	0.00	\$0.00	1	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
		TOTALS	0.00	\$0.00		\$0

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE CODE ENFORCEMENT LIEN RELEASE		REFERENCE NO. S-068	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE LIEN	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Set-up and release of a lien due to non-payment of Code Enforcement fines and fees.			
CURRENT FEE STRUCTURE County fees			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$480.75	TOTAL COST:	\$1,923
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(480.75)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(1,923)</div>
TOTAL UNITS:	4	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$480 per release plus County fees			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE CODE ENFORCEMENT LIEN RELEASE				REFERENCE NO. S-068		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 4		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC		3.50	\$480.76	4	\$1,923
		TYPE SUBTOTAL	3.50	\$480.76		\$1,923
		TOTALS	3.50	\$480.75		\$1,923

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE TOWED VEHICLE RELEASE		REFERENCE NO. S-069	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE VEHICLE	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Impound and release of a vehicle towed by the City.			
CURRENT FEE STRUCTURE \$115 per vehicle			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$115.00	TOTAL REVENUE:	\$805
UNIT COST:	\$289.86	TOTAL COST:	\$2,029
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;"> \$(174.86) </div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;"> \$(1,224) </div>
TOTAL UNITS:	7	PCT. COST RECOVERY:	39.67%
SUGGESTED FEE FOR COST RECOVERY OF: 100%			
\$290 per vehicle			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE TOWED VEHICLE RELEASE				REFERENCE NO. S-069		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 7		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	DEPARTMENT SECRETARY		0.17	\$15.17	7	\$106
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC		2.00	\$274.72	7	\$1,923
		TYPE SUBTOTAL	2.17	\$289.89		\$2,029
		TOTALS	2.17	\$289.86		\$2,029

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE GARAGE/YARD SALE PERMIT		REFERENCE NO. S-070	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE PERMIT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Processing a garage or yard sale permit.			
CURRENT FEE STRUCTURE \$5 per permit			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$5.00	TOTAL REVENUE:	\$1,500
UNIT COST:	\$15.17	TOTAL COST:	\$4,551
UNIT PROFIT (SUBSIDY):	\$(10.17)	TOTAL PROFIT (SUBSIDY):	\$(3,051)
TOTAL UNITS:	300	PCT. COST RECOVERY:	32.96%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$15 per permit			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE GARAGE/YARD SALE PERMIT				REFERENCE NO. S-070		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 300		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	DEPARTMENT SECRETARY		0.17	\$15.17	300	\$4,551
		TYPE SUBTOTAL	0.17	\$15.17		\$4,551
		TOTALS	0.17	\$15.17		\$4,551

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ANIMAL PICK-UP		REFERENCE NO. S-071	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE ANIMAL	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Pick-up of an animal on request.			
CURRENT FEE STRUCTURE Live Animal - \$300 per animal Dead Animal - \$40 per animal Large Animal - Actual Costs			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$40.86	TOTAL REVENUE:	\$12,300
UNIT COST:	\$104.50	TOTAL COST:	\$31,455
UNIT PROFIT (SUBSIDY):	\$(63.64)	TOTAL PROFIT (SUBSIDY):	\$(19,155)
TOTAL UNITS:	301	PCT. COST RECOVERY:	39.10%
SUGGESTED FEE FOR COST RECOVERY OF: 100% Live Animal - \$550 per animal Dead Animal - \$105 per animal Large Animal - Actual Costs			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE ANIMAL PICK-UP				REFERENCE NO. S-071		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 301		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	Live	4.00	\$549.44	1	\$549
		TYPE SUBTOTAL	4.00	\$549.44		\$549
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	Dead	0.75	\$103.02	300	\$30,906
		TYPE SUBTOTAL	0.75	\$103.02		\$30,906
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	Large - Actual Costs	0.00	\$0.00	1	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			4.75	\$104.50		\$31,455

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ANIMAL TRAP RENTAL		REFERENCE NO. S-072	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE TRAP	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Rental of an animal trap on request			
CURRENT FEE STRUCTURE \$20 per ten-day rental plus additional after-hour fees			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$20.00	TOTAL REVENUE:	\$200
UNIT COST:	\$92.00	TOTAL COST:	\$920
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;"> \$(72.00) </div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;"> \$(720) </div>
TOTAL UNITS:	10	PCT. COST RECOVERY:	21.74%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$90 per ten-day rental plus additional after-hour fees			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE ANIMAL TRAP RENTAL				REFERENCE NO. S-072		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 10		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC		0.67	\$92.03	10	\$920
		TYPE SUBTOTAL	0.67	\$92.03		\$920
		TOTALS	0.67	\$92.00		\$920

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE IN-HOUSE ANIMAL QUARANTINE		REFERENCE NO. S-073	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE ANIMAL	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Review of a required in-house animal quarantine.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$206.00	TOTAL COST:	\$2,060
UNIT PROFIT (SUBSIDY):	\$(206.00)	TOTAL PROFIT (SUBSIDY):	\$(2,060)
TOTAL UNITS:	10	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$205 per animal			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE IN-HOUSE ANIMAL QUARANTINE				REFERENCE NO. S-073		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 10		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC		1.50	\$206.04	10	\$2,060
		TYPE SUBTOTAL	1.50	\$206.04		\$2,060
		TOTALS	1.50	\$206.00		\$2,060

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ANIMAL CONTROL SERVICES		REFERENCE NO. S-074	
PRIMARY DEPARTMENT CODE ENFORCEMENT	UNIT OF SERVICE LICENSE	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Providing animal control services to the community			
CURRENT FEE STRUCTURE Various license and shelter fees			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$2.30	TOTAL REVENUE:	\$11,500
UNIT COST:	\$49.27	TOTAL COST:	\$246,350
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(46.97)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(234,850)</div>
TOTAL UNITS:	5,000	PCT. COST RECOVERY:	4.67%
SUGGESTED FEE FOR COST RECOVERY OF: 5% No Changes are recommended			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE ANIMAL CONTROL SERVICES				REFERENCE NO. S-074		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 5,000		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
RENTAL INSP PROG	DEPARTMENT SECRETARY	License Processing	0.25	\$22.30	5,000	\$111,500
RENTAL INSP PROG	SR CODE ENF/AC OFF/SPEC	30% Of 2	0.19	\$26.77	5,000	\$133,850
ENFORCEMENT PROGR		Dog Licensing	0.00	\$0.20	5,000	\$1,000
		TYPE SUBTOTAL	0.44	\$49.27		\$246,350
TOTALS			0.44	\$49.27		\$246,350

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE BUSINESS LICENSE PROCESSING		REFERENCE NO. S-075	
PRIMARY DEPARTMENT FINANCE	UNIT OF SERVICE APPLICATION	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Processing business license information.			
CURRENT FEE STRUCTURE New - None Renewal - None Duplicate/Amended License - \$15			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE: \$0.00		TOTAL REVENUE: \$0	
UNIT COST: \$17.73		TOTAL COST: \$13,366	
UNIT PROFIT (SUBSIDY): \$(17.73)		TOTAL PROFIT (SUBSIDY): \$(13,366)	
TOTAL UNITS: 754		PCT. COST RECOVERY: 0.00%	
SUGGESTED FEE FOR COST RECOVERY OF: 100% New - \$11 plus contract cost (currently \$15) Renewal - \$20 plus contract cost (currently \$15) Duplicate/Amended License - contract cost (currently \$15)			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE BUSINESS LICENSE PROCESSING				REFERENCE NO. S-075		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 754		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
FINANCE	FINANCE DIRECTOR	New-20 Min Ev 2 Wk	0.05	\$11.05	180	\$1,989
		TYPE SUBTOTAL	0.05	\$11.05		\$1,989
FINANCE	FINANCE DIRECTOR	Renew-13 Hr Ev 2 Wk	0.02	\$5.21	572	\$2,980
FINANCE	FINANCE TECHNICIAN	Renewal	0.17	\$14.68	572	\$8,397
		TYPE SUBTOTAL	0.19	\$19.89		\$11,377
FINANCE	FINANCE DIRECTOR	Duplicate - HdL	0.00	\$0.00	1	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
FINANCE	FINANCE DIRECTOR	Amended HdL	0.00	\$0.00	1	\$0
		TYPE SUBTOTAL	0.00	\$0.00		\$0
TOTALS			0.24	\$17.73		\$13,366

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE NSF CHECK PROCESSING		REFERENCE NO. S-076	
PRIMARY DEPARTMENT FINANCE	UNIT OF SERVICE NSF CHECK	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Processing a check returned for insufficient funds.			
CURRENT FEE STRUCTURE \$16 per NSF Check			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$16.00	TOTAL REVENUE:	\$16
UNIT COST:	\$105.00	TOTAL COST:	\$105
UNIT PROFIT (SUBSIDY):	\$(89.00)	TOTAL PROFIT (SUBSIDY):	\$(89)
TOTAL UNITS:	1	PCT. COST RECOVERY:	15.24%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$105 per NSF Check			

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CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE NSF CHECK PROCESSING				REFERENCE NO. S-076		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
FINANCE	FINANCE/ACCNTING MANAGER		0.50	\$89.48	1	\$89
FINANCE		Bank Charge	0.00	\$16.00	1	\$16
		TYPE SUBTOTAL	0.50	\$105.48		\$105
TOTALS			0.50	\$105.00		\$105

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE CREDIT CARD PROCESSING		REFERENCE NO. S-077	
PRIMARY DEPARTMENT FINANCE	UNIT OF SERVICE N/A	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Recovery of Credit Card processing fees.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$3,258.00	TOTAL COST:	\$3,258
UNIT PROFIT (SUBSIDY):	\$(3,258.00)	TOTAL PROFIT (SUBSIDY):	\$(3,258)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% 2% of the amount charged			

June 15, 2023

CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23

SERVICE CREDIT CARD PROCESSING				REFERENCE NO. S-077		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
FINANCE		Credit Card Fees	0.00	\$3,258.00	1	\$3,258
		TYPE SUBTOTAL	0.00	\$3,258.00		\$3,258
		TOTALS	0.00	\$3,258.00		\$3,258

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE PEDDLING/SOLICITING/HAWKING PERMIT		REFERENCE NO. S-078	
PRIMARY DEPARTMENT CITY CLERK	UNIT OF SERVICE PERMIT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Processing a request for peddling, soliciting, or hawking within the City.			
CURRENT FEE STRUCTURE \$40 per quarter (less \$50 license tax)			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$110.00	TOTAL REVENUE:	\$550
UNIT COST:	\$129.00	TOTAL COST:	\$645
UNIT PROFIT (SUBSIDY):	\$(19.00)	TOTAL PROFIT (SUBSIDY):	\$(95)
TOTAL UNITS:	5	PCT. COST RECOVERY:	85.27%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$130 per permit (license taxes are in addition to this fee)			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE PEDDLING/SOLICITING/HAWKING PERMIT				REFERENCE NO. S-078		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 5		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
CITY CLERK	CITY CLERK		0.50	\$114.25	5	\$571
FINANCE	FINANCE TECHNICIAN		0.17	\$14.68	5	\$73
		TYPE SUBTOTAL	0.67	\$128.93		\$645
		TOTALS	0.67	\$129.00		\$645

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE DOCUMENT REPRODUCTION		REFERENCE NO. S-079	
PRIMARY DEPARTMENT CITY CLERK	UNIT OF SERVICE COPY	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Providing copies of city records on request.			
CURRENT FEE STRUCTURE \$0.20 per copy			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE: \$0.20		TOTAL REVENUE: \$35	
UNIT COST: \$2.29		TOTAL COST: \$401	
UNIT PROFIT (SUBSIDY): \$(2.09)		TOTAL PROFIT (SUBSIDY): \$(366)	
TOTAL UNITS: 175		PCT. COST RECOVERY: 8.73%	
SUGGESTED FEE FOR COST RECOVERY OF: 10% 1st 10 copies - No Charge \$0.25 per copy after 10 copies 11x17 - \$0.50 per copy Blueprints - Actual reproduction costs			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE DOCUMENT REPRODUCTION				REFERENCE NO. S-079		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 175		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
CITY CLERK	CITY CLERK		0.01	\$2.29	175	\$401
		TYPE SUBTOTAL	0.01	\$2.29		\$401
		TOTALS	0.01	\$2.29		\$401

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE ELECTRONIC FILE COPY		REFERENCE NO. S-080	
PRIMARY DEPARTMENT CITY CLERK	UNIT OF SERVICE DEVICE	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Providing city documents electronically on a device, such as a disk or thumb drive.			
CURRENT FEE STRUCTURE \$11 per tape			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$11.00	TOTAL REVENUE:	\$55
UNIT COST:	\$11.40	TOTAL COST:	\$57
UNIT PROFIT (SUBSIDY):	\$(0.40)	TOTAL PROFIT (SUBSIDY):	\$(2)
TOTAL UNITS:	5	PCT. COST RECOVERY:	96.49%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$13 per device (includes cost of device)			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE ELECTRONIC FILE COPY				REFERENCE NO. S-080		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 5		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
CITY CLERK	CITY CLERK		0.05	\$11.43	5	\$57
		TYPE SUBTOTAL	0.05	\$11.43		\$57
TOTALS			0.05	\$11.40		\$57

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE DOCUMENT CERTIFICATION		REFERENCE NO. S-081	
PRIMARY DEPARTMENT CITY CLERK	UNIT OF SERVICE DOCUMENT	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Certifying a City document on request.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$57.10	TOTAL COST:	\$571
UNIT PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(57.10)</div>	TOTAL PROFIT (SUBSIDY):	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$(571)</div>
TOTAL UNITS:	10	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 100% \$55 per document			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE DOCUMENT CERTIFICATION				REFERENCE NO. S-081		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 10		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
CITY CLERK	CITY CLERK		0.25	\$57.13	10	\$571
		TYPE SUBTOTAL	0.25	\$57.13		\$571
		TOTALS	0.25	\$57.10		\$571

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE NOTARY PUBLIC SERVICES		REFERENCE NO. S-082	
PRIMARY DEPARTMENT CITY CLERK	UNIT OF SERVICE SIGNATURE	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Notarizing a signature on a document on request.			
CURRENT FEE STRUCTURE \$15 per signature			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$15.00	TOTAL REVENUE:	\$300
UNIT COST:	\$114.25	· TOTAL COST:	\$2,285
UNIT PROFIT (SUBSIDY):	<hr/> \$(99.25)	TOTAL PROFIT (SUBSIDY):	<hr/> \$(1,985)
TOTAL UNITS:	20	PCT. COST RECOVERY:	13.13%
SUGGESTED FEE FOR COST RECOVERY OF: 15% Fee is set by the State \$15 per signature			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE NOTARY PUBLIC SERVICES				REFERENCE NO. S-082		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 20		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
CITY CLERK	CITY CLERK		0.50	\$114.25	20	\$2,285
		TYPE SUBTOTAL	0.50	\$114.25		\$2,285
		TOTALS	0.50	\$114.25		\$2,285

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE LOCAL CANDIDATE PROCESSING		REFERENCE NO. S-083	
PRIMARY DEPARTMENT CITY CLERK	UNIT OF SERVICE CANDIDATE	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Processing an application to be a candidate in a local election.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$228.50	TOTAL COST:	\$1,371
UNIT PROFIT (SUBSIDY):	\$(228.50)	TOTAL PROFIT (SUBSIDY):	\$(1,371)
TOTAL UNITS:	6	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 10% \$25 per candidate Fee is set by the State			

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**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE LOCAL CANDIDATE PROCESSING				REFERENCE NO. S-083		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 6		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
CITY CLERK	CITY CLERK		1.00	\$228.50	6	\$1,371
		TYPE SUBTOTAL	1.00	\$228.50		\$1,371
		TOTALS	1.00	\$228.50		\$1,371

**CITY OF GRAND TERRACE
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23**

SERVICE LOCAL INITIATIVE PROCESSING		REFERENCE NO. S-084	
PRIMARY DEPARTMENT CITY CLERK	UNIT OF SERVICE INITIATIVE	SERVICE RECIPIENT	
DESCRIPTION OF SERVICE Processing an application to place a local initiative on the ballot.			
CURRENT FEE STRUCTURE None			
<u>REVENUE AND COST COMPARISON</u>			
UNIT REVENUE:	\$0.00	TOTAL REVENUE:	\$0
UNIT COST:	\$2,285.00	TOTAL COST:	\$2,285
UNIT PROFIT (SUBSIDY):	\$(2,285.00)	TOTAL PROFIT (SUBSIDY):	\$(2,285)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%
SUGGESTED FEE FOR COST RECOVERY OF: 10% \$200 per initiative Fee is refundable to the filer, if within one year of filing the notice of intent, the elections official certifies the sufficiency of the petition. This fee is limited by the State Law - Elections Code Section 9202(b)			

June 15, 2023

**CITY OF GRAND TERRACE
COST DETAIL WORKSHEET
FY 2022/23**

SERVICE LOCAL INITIATIVE PROCESSING				REFERENCE NO. S-084		
NOTE Unit Costs are an Average of Total Units				TOTAL UNITS 1		
<u>DEPARTMENT</u>	<u>POSITION</u>	<u>TYPE</u>	<u>UNIT TIME</u>	<u>UNIT COST</u>	<u>ANN. UNITS</u>	<u>TOTAL COST</u>
CITY CLERK	CITY CLERK		10.00	\$2,285.00	1	\$2,285
		TYPE SUBTOTAL	10.00	\$2,285.00		\$2,285
		TOTALS	10.00	\$2,285.00		\$2,285

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APPENDIX C – BUILDING FEES

**CITY OF GRAND TERRACE
BUILDING & SAFETY FEE SCHEDULE
BUILDING PERMIT & PLAN CHECK FEES**

CURRENT SERVICE	CURRENT FEE
BUILDING CONSTRUCTION INSPECTION/PERMITS	
Building Permit Up To \$2,000 Valuation	\$69.25
Building Permit \$2,001-\$25,000 Valuation	\$69.25 + \$14 for each \$1,000 over \$2,000
Building Permit \$25,001-\$50,000 Valuation	\$391.75 + \$10.10 for each \$1,000 over \$25,000
Building Permit \$50,001-\$75,000 Valuation	\$643.75 + \$7 for each \$1,000 over \$50,000
Building Permit \$75,001-\$100,000 Valuation	\$818.75 + \$7 for each \$1,000 over \$75,000
Building Permit \$100,001-\$250,000 Valuation	\$993.75 + \$5.60 for each \$1,000 over \$100,000
Building Permit \$250,001-\$500,000 Valuation	\$1,833.75 + \$5.60 for each \$1,000 over \$250,000
Building Permit \$500,001-\$750,000 Valuation	\$3,233.75 + \$4.75 for each \$1,000 over \$500,000
Building Permit \$750,001-\$1,000,000 Valuation	\$4,421.25 + \$4.75 for each \$1,000 over \$750,000
Building Permit \$1,000,001-\$2,000,000 Valuation	\$5,608.75 + \$3.65 for each \$1,000 over \$1,000,000
Building Permit Over \$2,000,000 Valuation	\$9,258.75 + \$3.65 for each \$1,000 over \$2,000,000
BUILDING PLAN CHECKING	
Building Plan Check Up To \$2,000 Valuation	\$45.00
Building Plan Check \$2,001-\$25,000 Valuation	\$45 + \$9.10 for each \$1,000 over \$2,000
Building Plan Check \$25,001-\$50,000 Valuation	\$254.64 + \$6.57 for each \$1,000 over \$25,000
Building Plan Check \$50,001-\$75,000 Valuation	\$418.44 + \$4.55 for each \$1,000 over \$50,000
Building Plan Check \$75,001-\$100,000 Valuation	\$532.19 + \$4.55 for each \$1,000 over \$75,000
Building Plan Check \$100,001-\$250,000 Valuation	\$645.94 + \$3.64 for each \$1,000 over \$100,000
Building Plan Check \$250,001-\$500,000 Valuation	\$1,191.94 + \$3.64 for each \$1,000 over \$250,000
Building Plan Check \$500,001-\$750,000 Valuation	\$2,101.94 + \$3.09 for each \$1,000 over \$500,000
Building Plan Check \$750,001-\$1,000,000 Valuation	\$2,873.81 + \$3.09 for each \$1,000 over \$750,000
Building Plan Check \$1,000,001-\$2,000,000 Valuation	\$3,645.69 + \$2.37 for each \$1,000 over \$1,000,000
Building Plan Check Over \$2,000,000 Valuation	\$6,018.19 + \$2.37 for each \$1,000 over \$2,000,000
Plan Re-Check	Hourly Rate
Other Plan Checks not specified	Hourly Rate
CASP Application and Evaluation	Hourly Rate
Safety Inspection	Hourly Rate
Inspection of Unpermitted Work	Hourly Rate
Re-Inspections/Other Services not specified	Hourly Rate
After Hours Inspection	Hourly Rate

PROPOSED SERVICE	PROPOSED FEE
BUILDING CONSTRUCTION INSPECTION/PERMITS	
Permit Issuance	\$59.00
Building Permit Up To \$2,000 Valuation	\$452.00
Building Permit \$2,001-\$25,000 Valuation	\$452 + \$6.50 for each \$1,000 over \$2,000
Building Permit \$25,001-\$50,000 Valuation	\$602 + \$3.50 for each \$1,000 over \$25,000
Building Permit \$50,001-\$75,000 Valuation	\$690 + \$20.50 for each \$1,000 over \$50,000
Building Permit \$75,001-\$100,000 Valuation	\$1,203 + \$10.75 for each \$1,000 over \$75,000
Building Permit \$100,001-\$250,000 Valuation	\$1,472 + \$5.75 for each \$1,000 over \$100,000
Building Permit \$250,001-\$500,000 Valuation	\$2,335 + \$8 for each \$1,000 over \$250,000
Building Permit \$500,001-\$750,000 Valuation	\$4,335 + \$2.75 for each \$1,000 over \$500,000
Building Permit \$750,001-\$1,000,000 Valuation	\$5,023 + \$6 for each \$1,000 over \$750,000
Building Permit \$1,000,001-\$2,000,000 Valuation	\$6,523 + \$3.50 for each \$1,000 over \$1,000,000
Building Permit Over \$2,000,000 Valuation	\$10,023 + \$2.25 for each \$1,000 over \$2,000,000
BUILDING PLAN CHECKING	
Building Plan Check Up To \$2,000 Valuation	\$90.00
Building Plan Check \$2,001-\$25,000 Valuation	\$90 + \$15.75 for each \$1,000 over \$2,000
Building Plan Check \$25,001-\$50,000 Valuation	\$452 + \$25 for each \$1,000 over \$25,000
Building Plan Check \$50,001-\$75,000 Valuation	\$1,077 + \$11 for each \$1,000 over \$50,000
Building Plan Check \$75,001-\$100,000 Valuation	\$1,352 + \$14.50 for each \$1,000 over \$75,000
Building Plan Check \$100,001-\$250,000 Valuation	\$1,715 + \$3 for each \$1,000 over \$100,000
Building Plan Check \$250,001-\$500,000 Valuation	\$2,165 + \$2 for each \$1,000 over \$250,000
Building Plan Check \$500,001-\$750,000 Valuation	\$2,665 + \$3 for each \$1,000 over \$500,000
Building Plan Check \$750,001-\$1,000,000 Valuation	\$3,415 + \$4.50 for each \$1,000 over \$750,000
Building Plan Check \$1,000,001-\$2,000,000 Valuation	\$4,540 + \$3.50 for each \$1,000 over \$1,000,000
Building Plan Check Over \$2,000,000 Valuation	\$8,040 + \$3.50 for each \$1,000 over \$2,000,000
Plan Re-Check	Hourly Rate
Other Plan Checks not specified	Hourly Rate
CASP Application and Evaluation	Hourly Rate
Safety Inspection	Hourly Rate
Inspection of Unpermitted Work	Hourly Rate
Re-Inspections/Other Services not specified	Hourly Rate
After Hours Inspection	Hourly Rate (4 hour minimum)

**CITY OF GRAND TERRACE
BUILDING TRADE TIMES**

Description	On-Site Inspector	Drive Time Inspector	Bldg Prmt Tech I	Plans Examiner	Total Costs	Current Fee	Notes
Standard Hourly Rate	\$167.72	\$80.72	\$97.36	\$136.72			
Permit Issuance			0.50		\$59		
Spa or Hot Tub Built-in	3.50	1.75	0.75	1.00	\$1,218	\$35/\$70	Combo
Spa or Hot Tub Portable	2.00	1.00	0.75	1.00	\$811	\$35/\$70	Combo
Swimming Pool Incl plumb/elec							
Above Ground/Vinyl	2.00	1.00	0.75	1.00	\$811	\$115	Combo
Fiberglass in ground	3.50	1.75	0.75	1.00	\$1,218	\$115	Combo
Private Gunite	3.50	1.75	0.75	1.00	\$1,218	\$115	Combo
Public Gunite	5.00	2.50	0.75	2.00	\$1,805	\$160	Combo
Demolition Permit	0.50	0.25	1.00	0.50	\$343		\$1/Sq Ft Deposit
City-Standard Flat Fees							
Patio Cover							
Pre-Engineered/City Standard	1.65	1.25		1.00	\$705	\$75	
(Custom will be valuation-based fee)							
Decks	1.65	1.25		1.00	\$705	valuation	
Building Relocation - Deposit							Actual Costs
NPDES Stormwater Inspection - Deposit							
pass through contractor costs						\$185	Actual Costs
Building Occupancy Inspection	1.00	0.25			\$226	\$33	
After Hours Inspection (4 hour minimum)	4.00				\$723		Actual Costs
MECHANICAL PERMIT FEES							
Stand Alone Mechanical Plan Check				1.00	\$181		Hourly
Permit Processing			0.33		\$39		
Furnaces forced air or gravity, incl ducts & vents	0.50	0.25			\$136	\$20	
Heater (Wall, Suspended, or Floor)	0.50	0.25			\$136	\$15	
HVAC Combination Units							
up to 100,000 BTU/h	0.50	0.25			\$136	\$15	
over 100,000 BTU/h	1.00	0.50			\$271	\$15	
Appliance Vent	0.50	0.25			\$136	\$10	
Repair/Additions to systems	0.50	0.25			\$136	\$15	
Boilers, Compressors, Absorption Systems							
up to 3 HP/100,000 BTU/hr	0.25	0.25			\$90	\$15	
over 3HP/100,000 to 15 HP/500,000 BTU/hr	1.00	0.25			\$226	\$25	
over 15HP/500,000 to 30 HP/1,000,000 BTU/hr	1.00	0.25			\$226	\$30	
over 30HP/1,000,000 to 50 HP/1,750,000 BTU/hr	1.00	0.25			\$226	\$35	
over 50 HP/1,750,000 BTU/hr	2.00	0.25			\$407	\$40	
Air Handler w/ducts to 10,000 CFM	0.50	0.25			\$136	\$15	
over 10,000 CFM	1.00	0.50			\$271	\$20	
Evaporative Cooler	0.50	0.25			\$136	\$15	
Make-up Air System	0.50	0.25			\$136	\$15	
Moisture Exhaust Duct (Clothes Dryer)	0.50	0.25			\$136	\$15	
Variable Air Volume Box (Including Duct Work)	0.50	0.25			\$136	\$15	
Ventilation or Exhaust Fan (Single Duct) - each	0.50	0.25			\$136	\$10	
Kitchen Stove Hood incl Duct (Residential)	5.00	0.25			\$949	\$15	
Exhaust Hood - Type I (Commercial Grease Hood)	3.00	0.75			\$678	\$40	
Exhaust Hood - Type II (Commercial Steam Hood)	3.00	0.75			\$678	\$40	
Incinerator, commercial	3.00	0.75			\$678	\$15	
Refrigerator Condenser, remote	1.00	0.25			\$226	\$15	
Walk-in Box / Refrigerator	2.00	0.50			\$452	\$15	
Gas System (up to 4 outlets)	1.00	0.25			\$226	\$15	
each additional outlet	0.25				\$45		
Other Mechanical Inspections (per hour)	1.00				\$181		Hourly

**CITY OF GRAND TERRACE
BUILDING TRADE TIMES**

Description	On-Site	Drive Time	Bldg Prmt	Plans	Total	Current	Notes
	Inspector	Inspector	Tech I	Examiner	Costs	Fee	
Stand Alone Hourly Rate	\$180.72	\$180.72	\$117.33	\$180.72			
PLUMBING PERMIT FEES							
Stand Alone Plumbing Plan Check				1.00	\$181		Hourly
Plumbing Permit Issuance			0.33		\$39		
Plumbing Fixture or Trap	0.25	0.25			\$90	\$11	
Building Sewer	0.50	0.25			\$136	\$30	
Private Sewer Line - up to 5 connections	1.25	0.25			\$271	\$40	
Private Sewer Line - each connection over 5 connections	0.25				\$45	\$5	
Grease Trap	1.50	0.75			\$407	\$18	
Industrial Interceptor incl drain and vent	1.50	0.75			\$407	\$18	
Ejector Pump	0.50	0.50			\$181		
Backflow Preventer	0.50	0.50			\$181	\$15	
Roof Drain - Rainwater System per building	0.50	0.25			\$136		
Water Heater incl vent	0.25	0.25			\$90	\$15	
Water Heater Relocation	0.25	0.25			\$90		
Water Heater - Tankless	0.25	0.25		0.50	\$181	\$15	
Gas System 1-10 outlets	0.50	0.25			\$136	\$20	
each additional outlet	0.05				\$9	\$3	
Water Pipe Installation/Alteration/Repair/Water	0.50	0.25			\$136	\$15	
Re-Piping - 150 LF	0.75	0.25			\$181		
Drain-Vent Repair / Alterations	0.50	0.25			\$136	\$15	
Medical Gas System (Each Outlet)	0.50	0.25			\$136		
Above Ground Water Storage Tanks over 5,000 gal	2.00	1.00			\$542		
Solar water heating system	0.50	0.25			\$136		
Water Softener	0.50	0.25			\$136	\$15	
Septic tank	2.00	1.00			\$542	\$40	
Private Sewage Lift Station/Sump Pump	2.00	1.00			\$542		
Up to 1 HP	0.50	0.25			\$136	\$18	
Over 1 HP	1.00	0.25			\$226	\$22	
Other Plumbing and Gas Inspections (per hour)	1.00				\$181		Hourly
ELECTRICAL PERMIT FEES							
Stand Alone Electrical Plan Check				1.00	\$181		
Other Electrical Inspections (per hour)	1.00				\$181		Hourly
Permit Processing			0.33		\$39		
Services							
1 to 400 Amps	0.50	0.50			\$181	\$35	
401 to 1,000 Amps	1.50	0.75			\$407	\$69	
over 1,000 Amps	2.50	1.25			\$678	\$115	
Individual Circuit 15 to 40 Amp	0.25	0.25			\$90		
41 to 200 Amps	0.25	0.25			\$90	\$8-\$60	
201 Amps and larger circuits	0.25	0.25			\$90	\$8-\$60	
Wiring Installation or Re-Wiring						\$0.13-0.14/sq ft	
300 linear feet	0.50	0.25			\$136		
Meter Reset	1.00	0.25			\$226	\$25	
Temporary Service (each) Includes 5 poles	0.50	0.25			\$136	\$35	
Temporary Pole (each pole over 5 poles)	0.08				\$14	\$12	
Outdoor Lighting, Pole mounted, 1 to 2 units	0.75	0.50			\$226	\$15	
each additional 2 units	0.25				\$45		
Outdoor Lighting, Mounted on Building, vapor, halide, high intensity							
First Five Units	0.25	0.25			\$90	\$8-\$60	
Each additional unit over 5	0.08				\$14		
Receptacles/Switches/Outlets							
Base (1-10 units)	0.50	0.25			\$136	\$8-\$60	
Each Additional 10 Units	0.25				\$45		

**CITY OF GRAND TERRACE
BUILDING TRADE TIMES**

Description	On-Site Inspector	Drive Time Inspector	Bldg Prmt Tech I	Plans Examiner	Total Costs	Current Fee	Notes
Standard Fixed Fee	\$100	\$100	\$100	\$100			
Solar Photovoltaic Systems							
Residential					\$450	\$75	
each Kilowatt over 15 kW					\$15		
Commercial					\$1,000	\$75	
0-50 kW					\$7		
51kW - 250kW, per Kilowatt					\$5		
.251kW+, per Kilowatt							
EV Charging System							
Residential	1.00	0.25		1.00	\$407		
Commercial	2.50	1.25		4.00	\$1,401		
Motor, Transformer, Heater, Compressor, Generator-Each							
up to 1 HP/KW/KVA	0.25	0.25			\$90	\$8-\$60	
2 to 10 HP/KW/KVA	0.25	0.25			\$90	\$8-\$60	
11 to 50 HP/KW/KVA	0.25	0.25			\$90	\$8-\$60	
51 to 100 HP/KW/KVA	0.50	0.25			\$136	\$8-\$60	
Over 100 HP/KW/KVA	1.00	0.25			\$226	\$8-\$60	
Miscellaneous Apparatus; Conduits and Conductors	0.25	0.25			\$90	\$40	

CITY OF GRAND TERRACE
WORKSHEET FOR SERVICE TIME (IN MINUTES), BY STAFF POSITION, BY STEP

BURDENED HOURLY RATE	\$180.72	\$180.72	\$117.38	
TIMES INCLUDE CONSTRUCTION AND TRADES				
TASKS	PLAN CHECK	INSPECTION	PERMIT TECH	TOTAL TIME

PERMIT ISSUANCE

TOTAL HOURS	0.00	0.00	0.50	0.50
TOTAL COST	\$0.00	\$0.00	\$58.69	\$58.69
SUGGESTED FEE				\$59

PERMIT ISSUANCE - WITH PLAN CHECK
(P/C routing time and permit issuance time)

TOTAL HOURS	0.00	0.00	0.00	0.00
TOTAL COST	\$0.00	\$0.00	\$0.00	\$0.00
SUGGESTED FEE				\$0

DRIVE TIME = 15 MINUTES

BUILDING PLAN CHECK & PERMIT (\$2,000)

TOTAL HOURS	0.50	2.50	0.00	3.00
TOTAL COST	\$90.36	\$451.80	\$0.00	\$542.16
SUGGESTED FEE				\$542

BUILDING PLAN CHECK & PERMIT (\$25,000)

TOTAL HOURS	2.50	3.00	0.50	6.00
TOTAL COST	\$451.80	\$542.16	\$58.69	\$1,052.65
SUGGESTED FEE				\$1,053

BUILDING PLAN CHECK & PERMIT (\$50,000)

TOTAL HOURS	6.00	3.48	0.50	9.98
TOTAL COST	\$1,084.32	\$628.91	\$58.69	\$1,771.92
SUGGESTED FEE				\$1,772

BUILDING PLAN CHECK & PERMIT (\$75,000)

TOTAL HOURS	7.50	6.00	1.00	14.50
TOTAL COST	\$1,355.40	\$1,084.32	\$117.38	\$2,557.10
SUGGESTED FEE				\$2,557

BUILDING PLAN CHECK & PERMIT (\$100,000)

TOTAL HOURS	9.50	7.50	1.00	18.00
TOTAL COST	\$1,716.84	\$1,355.40	\$117.38	\$3,189.62
SUGGESTED FEE				\$3,190

CITY OF GRAND TERRACE
WORKSHEET FOR SERVICE TIME (IN MINUTES), BY STAFF POSITION, BY STEP

	\$180.72	\$180.72	\$117.38	
BUILDING PLAN CHECK & PERMIT (\$250,000)				
TASKS	PLAN CHECK	INSPECTION	PERMIT TECH	TOTAL TIME

BUILDING PLAN CHECK & PERMIT (\$250,000)

TOTAL HOURS	12.00	11.25	2.50	25.75
TOTAL COST	\$2,168.64	\$2,033.10	\$293.45	\$4,495.19
SUGGESTED FEE				\$4,495

BUILDING PLAN CHECK & PERMIT (\$500,000)

TOTAL HOURS	14.50	22.50	2.50	39.50
TOTAL COST	\$2,620.44	\$4,066.20	\$293.45	\$6,980.09
SUGGESTED FEE				\$6,980

BUILDING PLAN CHECK & PERMIT (\$750,000)

TOTAL HOURS	19.00	25.00	4.50	48.50
TOTAL COST	\$3,433.68	\$4,518.00	\$528.21	\$8,479.89
SUGGESTED FEE				\$8,480

BUILDING PLAN CHECK & PERMIT (\$1,000,000)

TOTAL HOURS	25.00	31.00	7.50	63.50
TOTAL COST	\$4,518.00	\$5,602.32	\$880.35	\$11,000.67
SUGGESTED FEE				\$11,001

BUILDING PLAN CHECK & PERMIT (\$2,000,000)

TOTAL HOURS	45.00	50.00	9.50	104.50
TOTAL COST	\$8,132.40	\$9,036.00	\$1,115.11	\$18,283.51
SUGGESTED FEE				\$18,284

BUILDING PLAN CHECK & PERMIT (OVER \$2 MIL) EACH ADD'L \$100,000

TOTAL HOURS	2.00	0.50	1.15	3.65
TOTAL COST	\$361.44	\$90.36	\$134.99	\$586.79
SUGGESTED FEE				\$587

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APPENDIX D – FACILITY & FIELD RENTAL FEES

FACILITY & FIELD RENTAL FEES

Any person, group or organization desiring to use the facilities of the City shall pay rates as set forth below. Fees shall be periodically reviewed and, if necessary, recommended for revision by the City Council.

COMMUNITY ROOM OR SENIOR CENTER		***Maximum Occupancy: 50
Grand Terrace Residents		\$30.00 per hour
Non-Grand Terrace Residents		\$50.00 per hour
Non-profits during business hours (must show proof of non-profit status)		No Charge
All event and room reservations require the following:		
\$10.00 Registration Fee (Non-Refundable)		
\$200.00 Refundable Deposit (Refunded after post-event inspection is complete and there are no damages)		

PICNIC SHELTERS		Maximum Occupancy: 50
Grand Terrace Residents		\$10.00 per hour, minimum 2-hour rental
Non-Grand Terrace Residents		\$15.00 per hour, minimum 2-hour rental
All park reservations require the following:		
\$10.00 Registration Fee (Non-Refundable)		
\$50.00 Refundable Deposit (If there are no damages, decorations, or trash left behind)		

SOCCER FIELD RENTAL	
Private League or Resident Use	\$50.00 per hour, minimum 2-hour rental \$2.00 per player fee included for reoccurring
Grand Terrace Soccer and Little League: \$5 per player per agreement term	Due at the end of the first month of the agreement term
Grand Terrace Basketball: \$3 per player per agreement term	Due at the end of the first month of the agreement term
\$10.00 Registration Fee (Non-Refundable)	
\$200.00 Private Use Refundable Deposit (As long as there are no damages to the field or buildings during reservation)	

BASEBALL/SOCCER FIELD LIGHTING	
\$20.00 per hour	June - September. Due at the end of the agreement term.
\$20.00 per hour	October - May. Due at the end of the agreement term.
BASKETBALL COURT LIGHTING	
\$2.00 per hour	Due at the end of agreement term

**Fees are subject to change after cost study is complete

***Subject to change

Contact Information



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Company Information



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Fullerton, CA 92831
Tel (714) 992-9020
www.revenuecost.com

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF GRAND TERRACE)

I Debra L. Thomas, City Clerk of the CITY OF GRAND TERRACE, CALIFORNIA, DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2023-30 was duly passed, approved and adopted by the City Council, approved and signed by the Mayor, and attested by the City Clerk, at the regular meeting of said City Council held on the 11th day of July, 2023, and that the same was passed and adopted by the following vote:


AYES: Council Members Ken Henderson, Jeff Allen, Sylvia Rodriguez-Robles; Mayor Pro Tem Doug Wilson; and Mayor Bill Hussey

NOES: None.

ABSENT: None.

ABSTAIN: None.

Executed this 12th day of July 2023, at Grand Terrace, California.


Debra L. Thomas
City Clerk

