

**TO:** City Council

**FROM:** James L. App, City Manager &  
Mike Compton, Director of Administrative Services

**SUBJECT:** **Cost of Services Study**

**DATE:** August 24, 2005

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**Need:** For the City Council to review and consider a cost of services evaluation and related impacts.

**Facts:**

1. The City continues to expand operating financial data available to Council Members for reference when considering policy and budget options.
2. In late 2003, the City Council authorized the preparation of a cost accounting study to document the full cost of fee-for-service City activities. Generally, the services included are those available, but not mandatory, to the public and those for which a fee is charged.
3. Study contents have been prepared by City staff, with assistance from Maximus Consulting Services, and reviewed by the Council's ad hoc committee (Council Members Heggarty & Strong).
4. The Council ad hoc committee's review focused upon the integrity and completeness of the cost accounting, the implications of documented service costs as against City Council adopted policies and budget priorities, and developing recommendations to modify service pricing to adjust for inconsistencies.
5. The Study was presented to the Council at their June 21, 2005, regular meeting.
6. Council action on the Study was postponed and sent back to ad hoc committee for reconsideration, particularly as it relates to special events.

**Analysis &  
Conclusion:**

The objective of the cost of services study (Study) was to identify the full cost of user fee activities/services offered by the City, and to provide said data to the City Council for reference in considering policy and budget options.

"Full cost" includes direct, indirect, and related support costs - the data provides a detailed summary of costs versus direct (fee-for-service) income. This data is helpful in considering options for the future allocation of general tax resources to various City services and Council priorities. Additionally, it provided the Council's ad hoc committee the opportunity to assess current tax allocation and pricing (fee-for-service)

determinations, and make recommendations for modifications where they deemed appropriate.

City fee-for-service activities have been divided into three broad categories:

- **Development services where full cost recovery is in place.**

These services include development related (planning, engineering, & public works) review and inspection. Typically, the cost to provide these professional services is calculated on a per hour basis – see Exhibit “G.”

- **Building (construction related) services where full cost recovery is in place.**

Building permit fees are currently assessed and collected based upon the Uniform Building Code, e.g., valuation based. It is recommended that fees be based upon the “standard” time incurred to complete plan check and inspection of buildings for each occupancy type. Once determined, the costs are calculated per square foot of improved building space – see Exhibit “A.”

- **Non-emergency service offered to members of the general public.**

- City utilities – service is provided on a full cost recovery basis. Some modification is suggested to address collection problems – see Exhibit “B.”
- Police services – public service other than emergency response - see Exhibit “C.”
- Emergency services – initiation of new inspection services to aid businesses in protecting their establishments from fires and other hazards - see Exhibit “D.”
- Library services – certain ancillary (other than book lending) service offered for a small charge – see Exhibit “E.”
- Recreation services – sport, class, trip, and special event activities offered to the public at various fees – see Exhibit “F.”

*NOTE: As the Council’s ad hoc committee conducted their review of Recreation services, they developed a general policy framework as an aid to their evaluation. Generally, services and facilities are offered with:*

- *Low cost recovery for youth & senior programs/uses*
- *Moderate cost recovery for adult programs/uses*
- *High cost recovery for programs/uses similar to those provided in the private sector.*

AND

- *No to low cost recovery for City-sponsored community events*
- *Low cost recovery for programs/uses that provide basic life safety skills*
- *Moderate cost recovery for program/uses by/for out-of-county users*

As noted above, the Study was referred back to the ad hoc committee for additional consideration. The ad hoc committee conducted their re-review and developed a general policy framework for special events. This general policy framework is identified as follows:

- *Use of City Park is available for rental at the rate of \$53 per hour.*
- *Community benefit\* and City initiated special events are exempt from park use fee.*
- *Individual special events\*\* (non-community or City initiated special events) will be governed by a special events "contract which will outline the obligations of the respective parties.*

\*A special event is deemed of "community benefit" when it is sponsored by either the Chamber of Commerce and/or Main Street, confirmed by Council and is specifically included/named in the economic development/business promotion services contract between the Chamber or Main Street and the City.

\*\*Contract for "individual special events" is being developed by staff for Council review and consideration later this year.

Other than the proposed special events policy, the only other changes to the fee schedules presented to the Council at their June 21, 2005, meeting are mostly cosmetic in nature.

**Fiscal**  
**Impact:**

The full cost of user-fee services included in this study is estimated at \$4,400,000. Currently, \$1,743,000 is collected (in direct fee income) to partially offset this cost; the balance of \$2,657,000 is paid from general tax resources.

The adopted FY 2006-2009 budget & financial plan includes an increase of direct fee General Fund income of approximately \$205,000 (increasing current collection from \$1,743,000 to \$1,948,000). This direct fee income frees general tax resources for other priorities (as included in the FY 06-09 budget/financial plan).

Based upon the cost recovery levels recommended by the Council's ad hoc committee, it is estimated that the following incremental revenues would be generated:

Building Division Exhibits "A-1 & A-2"	\$(192,000)
Administrative Services Exhibit "B" (non-GF)	\$ 235,200

Police Services Exhibit "C"	\$ 48,600
Emergency Services Exhibit "D"	\$ 68,600
Library Services Exhibit "E"	\$ 1,400
Recreation Services Exhibit "F-1 to F- 4"	\$ 300,200
Total All Sources - Net	<u>\$462,000</u>
General Fund Portion - Net	<u>\$226,800</u>

Note #1: It is expected that the revised "blended" hourly rates for Public Works, Planning and Engineering will likely offset the loss of revenues resulting from the change in building fee calculation methodology. If that proves out, then estimated total revenues would approach \$654,000 with the General Fund revenue portion possibly exceeding \$300,000.

Note #2: Potential revenue projections assume service levels and participant quantities remain the same as when the Study was undertaken. In the case of Administrative Services, it is expected that the quantities will decline if the recommended fees are adopted. Thus, the amount of projected revenues may not materialize. This is not necessarily bad, as reduction in the quantities, in this case, will likely reduce expenses.

**Options:**

- a. Upon close of workshop, provide direction to staff for return of resolution to adopt citywide user fees; or
- b. Amend, modify, or reject the above option.

Attachments: As Noted Above

**City of Paso Robles  
COST OF SERVICES STUDY**

**BUILDING PERMIT- PLAN CHECK - INSPECTION FEES**

**COMMUNITY DEVELOPMENT - BUILDING DIVISION**

UBC Class	Occupancy Type	SF Standard	Current Fee	RECOMMENDED FEES	
				Full Cost Recovery	Recommended Fee
A-1	-	2,000	-	\$ 2,174	\$ 2,174
		10,000	-	\$ 2,354	\$ 2,354
		20,000	-	\$ 2,730	\$ 2,730
		40,000	-	\$ 3,000	\$ 3,000
		100,000	-	\$ 3,480	\$ 3,480
		200,000	-	\$ 4,220	\$ 4,220
A-2	-	1,000	-	\$ 1,939	\$ 1,939
		5,000	-	\$ 2,100	\$ 2,100
		10,000	-	\$ 2,436	\$ 2,436
		20,000	-	\$ 2,680	\$ 2,680
		50,000	-	\$ 3,110	\$ 3,110
		100,000	-	\$ 3,760	\$ 3,760
A-2.1	-	1,000	-	\$ 1,924	\$ 1,924
		5,000	-	\$ 2,084	\$ 2,084
		10,000	-	\$ 2,418	\$ 2,418
		20,000	-	\$ 2,658	\$ 2,658
		50,000	-	\$ 3,085	\$ 3,085
		100,000	-	\$ 3,730	\$ 3,730
A-3	-	500	-	\$ 1,647	\$ 1,647
		2,500	-	\$ 1,783	\$ 1,783
		5,000	6,334	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,274	\$ 2,274
		25,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,190	\$ 3,190
A-4	-	500	-	\$ 1,647	\$ 1,647
		2,500	-	\$ 1,783	\$ 1,783
		5,000	-	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,274	\$ 2,274
		25,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,190	\$ 3,190
B	-	1,000	1,503	\$ 1,910	\$ 1,910
		5,000	4,102	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,400	\$ 2,400
		20,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,060	\$ 3,060
		100,000	-	\$ 3,700	\$ 3,700
E-1	-	500	-	\$ 1,647	\$ 1,647
		2,500	-	\$ 1,783	\$ 1,783
		5,000	-	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,274	\$ 2,274
		25,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,190	\$ 3,190
E-2	-	500	-	\$ 1,647	\$ 1,647
		2,500	-	\$ 1,783	\$ 1,783
		5,000	-	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,274	\$ 2,274
		25,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,190	\$ 3,190
E-3	-	1,000	-	\$ 1,910	\$ 1,910
		5,000	-	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,400	\$ 2,400
		20,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,060	\$ 3,060
		100,000	-	\$ 3,700	\$ 3,700
F-1	-	2,000	-	\$ 2,099	\$ 2,099
		10,000	-	\$ 2,274	\$ 2,274
		20,000	-	\$ 2,638	\$ 2,638
		40,000	-	\$ 2,900	\$ 2,900
		100,000	-	\$ 3,370	\$ 3,370
		200,000	-	\$ 4,080	\$ 4,080
F-2	-	1,000	-	\$ 1,896	\$ 1,896
		5,000	-	\$ 2,053	\$ 2,053

**City of Paso Robles  
COST OF SERVICES STUDY**

**BUILDING PERMIT- PLAN CHECK - INSPECTION FEES**

**COMMUNITY DEVELOPMENT - BUILDING DIVISION**

UBC Class	Occupancy Type	SF Standard	Current Fee	RECOMMENDED FEES	
				Full Cost Recovery	Recommended Fee
		10,000	-	\$ 2,381	\$ 2,381
		20,000	-	\$ 2,618	\$ 2,618
		50,000	-	\$ 3,035	\$ 3,035
		100,000	-	\$ 3,680	\$ 3,680
H-1	-	1,000	-	\$ 1,896	\$ 1,896
		5,000	-	\$ 2,053	\$ 2,053
		10,000	-	\$ 2,381	\$ 2,381
		20,000	-	\$ 2,618	\$ 2,618
		50,000	-	\$ 3,035	\$ 3,035
		100,000	-	\$ 3,680	\$ 3,680
H-2	-	500	-	\$ 1,647	\$ 1,647
		2,500	-	\$ 1,783	\$ 1,783
		5,000	-	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,274	\$ 2,274
		25,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,190	\$ 3,190
H-3	-	1,000	-	\$ 1,896	\$ 1,896
		5,000	-	\$ 2,053	\$ 2,053
		10,000	-	\$ 2,381	\$ 2,381
		20,000	-	\$ 2,618	\$ 2,618
		50,000	-	\$ 3,035	\$ 3,035
		100,000	-	\$ 3,680	\$ 3,680
H-4	-	1,000	-	\$ 1,896	\$ 1,896
		5,000	-	\$ 2,053	\$ 2,053
		10,000	-	\$ 2,381	\$ 2,381
		20,000	-	\$ 2,618	\$ 2,618
		50,000	-	\$ 3,035	\$ 3,035
		100,000	-	\$ 3,680	\$ 3,680
H-5	-	10,000	-	\$ 2,941	\$ 2,941
		50,000	-	\$ 3,190	\$ 3,190
		100,000	-	\$ 3,700	\$ 3,700
		200,000	-	\$ 4,080	\$ 4,080
		500,000	-	\$ 4,750	\$ 4,750
		1,000,000	-	\$ 5,700	\$ 5,700
H-6	-	100	-	\$ 1,438	\$ 1,438
		500	-	\$ 1,560	\$ 1,560
		1,000	-	\$ 1,811	\$ 1,811
		2,000	-	\$ 1,993	\$ 1,993
		5,000	-	\$ 2,315	\$ 2,315
		10,000	-	\$ 2,807	\$ 2,807
H-7	-	500	-	\$ 1,647	\$ 1,647
		2,500	-	\$ 1,783	\$ 1,783
		5,000	-	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,274	\$ 2,274
		25,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,190	\$ 3,190
I-1.1	-	500	-	\$ 1,647	\$ 1,647
		2,500	-	\$ 1,783	\$ 1,783
		5,000	-	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,274	\$ 2,274
		25,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,190	\$ 3,190
I-1.2	-	500	-	\$ 1,647	\$ 1,647
		2,500	-	\$ 1,783	\$ 1,783
		5,000	-	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,274	\$ 2,274
		25,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,190	\$ 3,190
I-2	-	1,000	-	\$ 1,833	\$ 1,833
		5,000	-	\$ 1,989	\$ 1,989
		10,000	-	\$ 2,308	\$ 2,308
		20,000	-	\$ 2,540	\$ 2,540

**City of Paso Robles  
COST OF SERVICES STUDY**

**BUILDING PERMIT- PLAN CHECK - INSPECTION FEES**

**COMMUNITY DEVELOPMENT - BUILDING DIVISION**

UBC Class	Occupancy Type	SF Standard	Current Fee	RECOMMENDED FEES	
				Full Cost Recovery	Recommended Fee
M		50,000	-	\$ 2,950	\$ 2,950
		100,000	-	\$ 3,580	\$ 3,580
		2,000	-	\$ 2,056	\$ 2,056
		10,000	-	\$ 2,227	\$ 2,227
		20,000	-	\$ 2,584	\$ 2,584
		40,000	-	\$ 2,840	\$ 2,840
		100,000	-	\$ 3,300	\$ 3,300
R-1		1,000	-	\$ 1,910	\$ 1,910
		5,000	-	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,400	\$ 2,400
		20,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,060	\$ 3,060
R-3	Custom, Model	100,000	55,897	\$ 3,700	\$ 3,700
		500	-	\$ 1,866	\$ 1,866
		1,500	2,384	\$ 2,050	\$ 2,050
		3,000	2,506	\$ 2,326	\$ 2,326
		4,000	2,878	\$ 2,454	\$ 2,454
		5,000	4,747	\$ 2,767	\$ 2,767
R-3	Production Phase, Repeats	10,000	-	\$ 3,779	\$ 3,779
		500	-	\$ 1,811	\$ 1,811
		1,500	2,384	\$ 1,995	\$ 1,995
		3,000	2,506	\$ 2,271	\$ 2,271
		4,000	2,878	\$ 2,399	\$ 2,399
R - 2.1,		5,000	4,747	\$ 2,712	\$ 2,712
		10,000	4,145	\$ 3,705	\$ 3,705
		1,000	-	\$ 2,138	\$ 2,138
		5,000	-	\$ 2,321	\$ 2,321
		10,000	-	\$ 2,694	\$ 2,694
R-2.2 &		20,000	-	\$ 2,966	\$ 2,966
		50,000	-	\$ 3,445	\$ 3,445
		100,000	-	\$ 4,180	\$ 4,180
		250	-	\$ 1,718	\$ 1,718
		1,250	-	\$ 1,862	\$ 1,862
R-2.1.1,		2,500	-	\$ 2,160	\$ 2,160
		5,000	-	\$ 2,376	\$ 2,376
		12,500	-	\$ 2,758	\$ 2,758
		25,000	-	\$ 3,340	\$ 3,340
		100	-	\$ 1,503	\$ 1,503
R-2.2.1 &		500	-	\$ 1,625	\$ 1,625
		1,000	-	\$ 1,884	\$ 1,884
		2,000	-	\$ 2,070	\$ 2,070
		5,000	-	\$ 2,399	\$ 2,399
		10,000	-	\$ 2,897	\$ 2,897
S-1		600	-	\$ 1,992	\$ 1,992
		3,000	-	\$ 2,162	\$ 2,162
		6,000	-	\$ 2,510	\$ 2,510
		12,000	-	\$ 2,764	\$ 2,764
		30,000	-	\$ 3,210	\$ 3,210
S-2		60,000	-	\$ 3,894	\$ 3,894
		200	-	\$ 1,561	\$ 1,561
		1,000	-	\$ 1,688	\$ 1,688
		2,000	-	\$ 1,958	\$ 1,958
		4,000	-	\$ 2,152	\$ 2,152
		10,000	-	\$ 2,495	\$ 2,495
		20,000	-	\$ 3,016	\$ 3,016
		2,000	1,981	\$ 2,070	\$ 2,070
		10,000	-	\$ 2,242	\$ 2,242
		20,000	-	\$ 2,602	\$ 2,602
		40,000	-	\$ 2,860	\$ 2,860
		100,000	-	\$ 3,320	\$ 3,320
		200,000	-	\$ 4,020	\$ 4,020

**City of Paso Robles  
COST OF SERVICES STUDY**

**BUILDING PERMIT- PLAN CHECK - INSPECTION FEES**

**COMMUNITY DEVELOPMENT - BUILDING DIVISION**

UBC Class	Occupancy Type	SF Standard	Current Fee	RECOMMENDED FEES	
				Full Cost Recovery	Recommended Fee
S-3	-	200	-	\$ 1,561	\$ 1,561
		1,000	-	\$ 1,688	\$ 1,688
		2,000	2,746	\$ 1,958	\$ 1,958
		4,000	4,051	\$ 2,152	\$ 2,152
		10,000	-	\$ 2,495	\$ 2,495
		20,000	-	\$ 3,016	\$ 3,016
S-5	-	500	-	\$ 1,647	\$ 1,647
		2,500	-	\$ 1,783	\$ 1,783
		5,000	1,599	\$ 2,069	\$ 2,069
		10,000	-	\$ 2,274	\$ 2,274
		25,000	-	\$ 2,638	\$ 2,638
		50,000	-	\$ 3,190	\$ 3,190
U-1	-	250	517	\$ 1,561	\$ 1,561
		1,250	-	\$ 1,688	\$ 1,688
		2,500	-	\$ 1,958	\$ 1,958
		5,000	-	\$ 2,152	\$ 2,152
		12,500	-	\$ 2,495	\$ 2,495
		25,000	-	\$ 3,015	\$ 3,015
U-2	-	1,000	-	\$ 1,104	\$ 1,104
		5,000	-	\$ 1,183	\$ 1,183
		10,000	-	\$ 1,370	\$ 1,370
		20,000	-	\$ 1,498	\$ 1,498
		50,000	-	\$ 1,725	\$ 1,725
		100,000	-	\$ 2,070	\$ 2,070
T.I.	Comm/Ind Tenant Improvement (Inter	200	-	\$ 1,282	\$ 1,282
		1,000	-	\$ 1,380	\$ 1,380
		2,000	1,838	\$ 1,600	\$ 1,600
		4,000	-	\$ 1,754	\$ 1,754
		10,000	-	\$ 2,028	\$ 2,028
		20,000	-	\$ 2,440	\$ 2,440

**SHELL BUILDINGS**

-	All Shell Buildings	1,000	-	\$ 1,599	\$ 1,599
		5,000	-	\$ 1,722	\$ 1,722
		10,000	-	\$ 1,995	\$ 1,995
		20,000	-	\$ 2,186	\$ 2,186
		50,000	-	\$ 2,530	\$ 2,530
		100,000	-	\$ 3,040	\$ 3,040
A	-	1,000	-	\$ 1,699	\$ 1,699
		5,000	-	\$ 1,832	\$ 1,832
		10,000	-	\$ 2,124	\$ 2,124
		20,000	-	\$ 2,330	\$ 2,330
		50,000	-	\$ 2,695	\$ 2,695
		100,000	-	\$ 3,250	\$ 3,250
B	-	2,000	-	\$ 1,859	\$ 1,859
		10,000	7,064	\$ 2,006	\$ 2,006
		20,000	-	\$ 2,326	\$ 2,326
		40,000	-	\$ 2,552	\$ 2,552
		100,000	-	\$ 2,960	\$ 2,960
		200,000	-	\$ 3,560	\$ 3,560
F	-	1,000	-	\$ 1,656	\$ 1,656
		5,000	-	\$ 1,785	\$ 1,785
		10,000	-	\$ 2,069	\$ 2,069
		20,000	-	\$ 2,268	\$ 2,268
		50,000	-	\$ 2,625	\$ 2,625
		100,000	-	\$ 3,160	\$ 3,160
M	-	1,000	-	\$ 1,699	\$ 1,699
		5,000	-	\$ 1,832	\$ 1,832
		10,000	6,183	\$ 2,124	\$ 2,124
		20,000	-	\$ 2,330	\$ 2,330
		50,000	-	\$ 2,695	\$ 2,695
		100,000	-	\$ 3,250	\$ 3,250



*City of Paso Robles*  
**COST OF SERVICES STUDY**

**BUILDING PERMIT- PLAN CHECK - INSPECTION FEES**

<b>COMMUNITY DEVELOPMENT - BUILDING DIVISION</b>
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UBC Class	Occupancy Type	SF Standard	Current Fee	RECOMMENDED FEES	
				Full Cost Recovery	Recommended Fee

Potential New Recurring Revenue @ 100% Cost Recovery	<b>\$ 670,400</b>
Current Revenue	\$ 851,100

Miscellaneous Permits:

Potential New Recurring Revenue @ 100% Cost Recovery	<b>\$ 110,200</b>
Current Revenue	\$ 123,900

**City of Paso Robles  
COST OF SERVICES STUDY**

**BUILDING PERMIT- PLAN CHECK - INSPECTION FEES**

COMMUNITY DEVELOPMENT - BUILDING DIVISION				
Work Item	Unit	Current Fee	UNIT COSTS	
			Full Cost Recovery	Recommended Fee
Standard Hourly Rate			\$110	
<b>MISCELLANEOUS ITEMS:</b>				
Antenna				
Cellular/Mobile Phone, free-standing	each	\$ -	\$ 552	\$ 552
Cellular/Mobile Phone, attached to building	each	\$ -	\$ 552	\$ 552
Appeal of Abatement Notice	per hour	\$ 59	\$ 110	\$ 110
Awning/Canopy (supported by building)	each	\$ -	\$ 276	\$ 276
Carport	each	\$ -	\$ 276	\$ 276
Commercial Coach (per unit) - SALES TRAILER	each unit	\$ 407	\$ 276	\$ 276
Covered Porch	each	\$ -	\$ 276	\$ 276
Deck (wood)	each	\$ 427	\$ 276	\$ 276
Demolition - Residential / Private Garages	each	\$ 79	\$ 221	\$ 221
Demolition - Commercial / Industrial	each	\$ 347	\$ 276	\$ 276
Fireplace	each	\$ -	\$ 276	\$ 276
Masonry	each	\$ 305	\$ 276	\$ 276
Pre-Fabricated / Metal	each	\$ 148	\$ 276	\$ 276
Flag pole	each	\$ -	\$ 221	\$ 221
Foundation Replacement	each	\$ 394	\$ 496	\$ 496
Garages	up to 1,000 s.f.	\$ 718	\$ 662	\$ 662
garage > 1,001 s.f	> 1,001 s.f	\$ -	\$ 772	\$ 772
Grading- Residential / Commercial Stand Alone - Issuance	each	\$ -	\$ 55	\$ 55
Grading - Residential Stand Alone Inspection		\$ -	\$ -	\$ -
Grading INSP <50 CY	each	\$ -	\$ 55	\$ 55
Grading INSP 51 - 500 CY	each	\$ -	\$ 83	\$ 83
Grading INSP 501 - 1,000 CY	each	\$ -	\$ 110	\$ 110
Grading INSP 1,001 - 5,000 CY	each	\$ -	\$ 165	\$ 165
Grading INSP 5,000 - 10,000 CY	each	\$ -	\$ 221	\$ 221
Grading INSP 10,000 CY+ (ea add'l 5,000 CY), Fl	each	\$ -	\$ 110	\$ 110
Landscape Water Meter - Permit Issuance	each	\$ 20	\$ 110	\$ 110
Landscape Electrical Meter	each	\$ 60	\$ 165	\$ 165
Lighting pole	each	\$ 462	\$ 221	\$ 221
Patio Cover -ALL	each	\$ 240	\$ 221	\$ 221
Enclosed porch/patio	each	\$ 289	\$ 331	\$ 331
Photovoltaic System	each	\$ 215	\$ 221	\$ 221
Relocated Building (w/in 25 miles of city offices)	each	\$ 201	\$ 276	\$ 276
Remodel - Residential		\$ -	\$ -	\$ -
Up to 600 s.f.	up to 600 s.f.	\$ 332	\$ 331	\$ 331
601 s.f to 900 s.f.	601 - 900 s.f	\$ 681	\$ 441	\$ 441
901 s.f. to 1,200 s.f.	901 - 1,200 s.f.	\$ -	\$ 496	\$ 496
Over 1,200 s.f.	>1,200 s.f.	\$ -	\$ 607	\$ 607
Tenant Improv. - Commercial/Industrial (In-house)		\$ -	\$ -	\$ -
Up to 250 s.f.	Up to 250 s.f.	\$ -	\$ 441	\$ 441
251 to 500 s.f.	251 to 500 s.f.	\$ -	\$ 469	\$ 469
501 s.f. to 1,000 s.f.	501 s.f. to 1,000 s.f.	\$ 520	\$ 552	\$ 552
1,000 to 1,500 s.f.	1,000 to 1,500 s.f.	\$ -	\$ 607	\$ 607
1,500 to 2,000 s.f.	1,500 to 2,000 s.f.	\$ -	\$ 717	\$ 717
>2,000 s.f. (ea add'l 500 s.f.)	>2,000 s.f. (ea add'l 500 s.f.)	\$ -	\$ 110	\$ 110
Roof Replacement	up to 2,000 s.f.	\$ 283	\$ 276	\$ 276
Additional roof replacement	> 2,001 s.f	\$ -	\$ 331	\$ 331
Room Addition		\$ -	\$ -	\$ -
Up to 300 s.f.	< 300 s.f	\$ 499	\$ 386	\$ 386
301 s.f to 600 s.f.	301 - 600 s.f	\$ -	\$ 414	\$ 414
601 s.f to 900 s.f.	601 - 900 s.f	\$ 1,289	\$ 469	\$ 469
901 s.f. to 1,200 s.f.	901 - 1,200 s.f.	\$ -	\$ 552	\$ 552
Over 1,200 s.f.	>1,200 s.f.	\$ -	\$ 607	\$ 607
Signs - all	each	\$ 272	\$ 331	\$ 331
Storage Racks	per project	\$ -	\$ 276	\$ 276
Swimming Pool / Spa - Residential	each	\$ 419	\$ 441	\$ 441
Commercial pool	each	\$ -	\$ 552	\$ 552

**City of Paso Robles  
COST OF SERVICES STUDY**

**BUILDING PERMIT- PLAN CHECK - INSPECTION FEES**

**COMMUNITY DEVELOPMENT - BUILDING DIVISION**

Work Item	Unit	Current Fee	UNIT COSTS	
			Full Cost Recovery	Recommended Fee
Temporary Utility Connection or Occupancy	each	\$ -	\$ 165	\$ 165
Well Abandonment - Permit Issuance	each	\$ 20	\$ 55	\$ 55
		\$ -	\$ -	\$ -
<b>OTHER MISCELLANEOUS FEES</b>		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
Special Submittal or Addendum	per hour	\$ 59	\$ 110	\$ 110
		\$ -	\$ -	\$ -
Board of Appeals Hearing	per hour	\$ 59	\$ 110	\$ 110
		\$ -	\$ -	\$ -
Service Required in Excess of Standard	per hour	\$ 59	\$ 110	\$ 110
		\$ -	\$ -	\$ -
Research	per 1/2 hour	\$ -	\$ 55	\$ 55
		\$ -	\$ -	\$ -
Supplemental Plan Check Fee	per hour	\$ 59	\$ 110	\$ 110
Supplemental Inspection Fee	per hour	\$ 59	\$ 110	\$ 110
		\$ -	\$ -	\$ -
Emergency (Non-scheduled) Call-Out Fee	4 hour min	\$ -	\$ 441	\$ 441
After Hours (Scheduled) Call-Out Fee	2 hour min	\$ -	\$ 221	\$ 221
Each Additional Hour	per hour	\$ -	\$ 110	\$ 110
		\$ -	\$ -	\$ -
<b>FIRE-SPECIFIC ITEMS</b>		\$ -	\$ -	\$ -
Fire Sprinkler Systems Permit Issuance	each	\$ 200	\$ 110	\$ 110
Hood Suppression System Permit Issuance	each	\$ 138	\$ 55	\$ 55
Fire Alarms Permit Issuance	each	\$ 216	\$ 55	\$ 55

Potential New Recurring Revenue @ 100% Cost Recovery  
Current Revenue

<b>\$ 7,400</b>
\$ 5,000

*City of Paso Robles*  
**COST OF SERVICES STUDY**

**ACTUAL COST RESULTS**

**ADMINISTRATIVE SERVICES DEPARTMENT**

<b>Fee #</b>	<b>Fee Service Name / Description</b>	<b>Annual Quantity</b>	<b>Current Fee</b>	<b>Full Cost Recovery</b>	<b>Recommended Fee</b>
1	Special Door Hanger	120	\$ -	\$ 38	\$ 35
2	Routine Door Hanger	2800	\$ -	\$ 26	\$ 25
3	PENALTY Water Meter Lock Tampering - 1st Offense	12	\$ 50	\$ 32	\$ 50
4	PENALTY Water Meter Lock Tampering - 2nd Offense	3	\$ 75	\$ 56	\$ 75
5	PENALTY Customer Damage to Water Meter (plus cost of new meter)	2	\$ 100	\$ 80	\$ 100
6	Meter Re-read	90	\$ -	\$ 31	\$ 30
7	Bench/Calibration Test	1	\$ 50	\$ 157	\$ 150
9	After Hours Connection	100	\$ 30	\$ 310	\$ 300
10	<30 days Hydrant Meter Rental	24	\$ 30	\$ 85	\$ 85
11	Hydrant Meter Relocation	10	\$ 20	\$ 114	\$ 115
12	Promisory Note	500	\$ -	\$ 48	\$ 25
13	New Account Activation (Turn-On)	2600	\$ -	\$ 36	\$ 35
14	New Account Deposit		\$ 25	\$ -	\$ 75
15	Service Restoration Penalty	425	\$ 15	\$ 113	\$ 75

Potential New Recurring Revenue @ Recommended Cost Recovery	<b>\$ 246,600</b>
Current Revenue	\$ 11,400

**City of Paso Robles  
COST OF SERVICES STUDY**

**ACTUAL COST RESULTS**

<b>POLICE DEPARTMENT</b>
--------------------------

Fee #	Fee or Service Name / Description	Annual Quantity	Current Fee	Full Cost Recovery	Recommended Fee
1	Crime Report	53	\$ 20	\$ 264	\$ 20
2	Traffic Collision Report- property damage only	450	\$ 20	\$ 264	\$ 30
3	Traffic Collision Report- Full Investigation	160	\$ 30	\$ 428	\$ 50
4	Daily log copies	37	\$ 5	\$ 24	\$ 5
5	Clearance Letter	17	\$ 10	\$ 67	\$ 25
6	Photos - 35mm Prints	0	\$ 12	\$ 99	\$ 25
7	Photos -Digital on CD	2	\$ 12	\$ 24	\$ 20
8	Video Tapes	0	\$ 35	\$ 164	\$ 50
9	Audio Tapes	1	\$ 10	\$ 99	\$ 50
10	Livescan Fingerprint Service	1332	\$ 10	\$ 76	\$ 25
11	Vehicle Release	352	\$ 50	\$ 217	\$ 100
12	VIN Verification	15	\$ 10	\$ 57	\$ 15
13	Citation Sign Off (No commercial...)	87	\$ 10	\$ 43	\$ 15
14	Vehicle Repossession	16	\$ 15	\$ -	\$ 15
15	Alarm Permits	90	\$ 35	\$ 43	\$ 45
16	False Alarm (after 3 responses) <sup>1</sup>	21	\$ 25	\$ -	\$ 25
17	Second Hand Gun Dealer Permit	0	\$ 105	\$ 329	\$ 250
18	Taxi Permit	0	\$ 130	\$ 329	\$ 250
19	Concealed Weapons Permit	4	\$ 100	\$ 131	\$ 100
20	Concealed Weapons Permit - renewal	1	\$ 25	\$ 99	\$ 25
21	Diversion Program	42	\$ 90	\$ 352	\$ 90
22	Subpoena Process Fee	9	\$ 15	\$ -	\$ 15
23	Massage Therapist License	0	\$ -	\$ 131	\$ 130
24	Massage Therapist License - Renewal	0	\$ -	\$ 131	\$ 65
25	Firearm seizure, impound and release	1	\$ -	\$ 65	\$ 65

Potential New Recurring Revenue @ Recommended Cost Recovery  
Current Revenue

<b>\$ 102,400</b>
\$ 53,800

<sup>1</sup> 1st alarm after 3 = \$25 fee - doubles every alarm thereafter  
<sup>2</sup> Should continue billing at actual cost

**City of PASO ROBLES  
COST OF SERVICES STUDY**

**ACTUAL COST RESULTS**

<b>EMERGENCY SERVICES</b>
---------------------------

Fee #	Fee Service Name / Description	Current Fee	Full Cost Recovery	Recommended Fee
1	Inspection - Aircraft Refueling Vehicles	\$ -	\$ 371	\$ 100
2	Inspection - Aircraft Refueling Station	\$ -	\$ 106	\$ 50
3	Open Flame (in public assembly)	\$ -	\$ 213	\$ 100
4	Carnivals and Fairs	\$ -	\$ 311	\$ 300
5	Dry Cleaning - Annual	\$ -	\$ 213	\$ 100
6	Dust Producing Operations - Annual	\$ -	\$ 213	\$ 100
7	Fireworks (per event)	\$ 50	\$ 408	\$ 300
8	Flammable or Combustible Liquids - Annual	\$ -	\$ 213	\$ 100
9	Hazardous Materials - Annual	\$ -	\$ 213	\$ 100
10	High Piled Combustible Storage - Annual	\$ -	\$ 213	\$ 100
11	Liquefied Petroleum Gasses - Annual	\$ -	\$ 213	\$ 100
12	Fueled Vehicles in Assumbly Buildings - Per Event	\$ -	\$ 214	\$ 100
13	Lumber Yards - Annual Permit	\$ -	\$ 408	\$ 200
14	Places of Assembly - Annual Permit	\$ -	\$ 213	\$ 100
15	Pyrotechnical Special Effects (per event)	\$ -	\$ 505	\$ 300
16	Repair Garages - Annual Permit	\$ -	\$ 213	\$ 100
17	Spraying or Dipping - Annual Permit	\$ -	\$ 213	\$ 100
18	Tents and Canopies - Per Event	\$ -	\$ 312	\$ 100
19	Tire Storage - Annual Permit	\$ -	\$ 213	\$ 100
20	Certificate of Occupancy Inspection <sup>1</sup>	\$ -	\$ 311	\$ 300
21	Child Day-care Facilities - Annual Permit	\$ -	\$ 213	\$ 100
22	Adult Care Facilities - Annual Permit	\$ -	\$ 214	\$ 100
23	Businesses not covered under permit - Annual Permit	\$ -	\$ 214	\$ 50
24	Business Re-inspections by Company (per instance hour)	\$ -	\$ 269	\$ 75
25	Fire Flows	\$ -	\$ 370	\$ 370
26	Restaurant Hood Systems P/C	\$ -	\$ 213	\$ 200
27	Underground Fire Lines P/C	\$ -	\$ 311	\$ 300
28	UFC Interpretation Appeals	\$ -	\$ 409	\$ 400
29	Fire Alarm System 0-15 Devices <sup>2</sup>	\$ -	\$ 214	\$ 200
30	Fire Alarm System 16 - 50 Devices <sup>2</sup>	\$ -	\$ 263	\$ 250
31	Fire Alarm System 51-100 Devices <sup>2</sup>	\$ -	\$ 310	\$ 300
32	Fire Alarm System 101-500 Devices <sup>2</sup>	\$ -	\$ 359	\$ 350
33	Fire Alarm System 500+ (ea add'l 100 devices) <sup>2</sup>	\$ -	\$ 165	\$ 150
40	Hazardous - Clean Agent Gas Systems	\$ -	\$ 214	\$ 100
41	Hazardous - Dry Chemical Systems	\$ -	\$ 214	\$ 100
42	Hazardous - Wet Chemical / Kitchen Hood	\$ -	\$ 214	\$ 200
43	Hazardous - Foam Systems	\$ -	\$ 213	\$ 200
44	Hazardous - Paint Spray Booth	\$ -	\$ 213	\$ 200
45	Hazardous - Vehicle Access Gate	\$ -	\$ 368	\$ 350
46	Extraordinary Response by company / High Use	\$ -	\$ 292	\$ 250
47	False Alarm (3rd w/in one year) - time for 3 responses	\$ -	\$ 840	\$ 300
48	DUI Response (per instance hour)	\$ -	\$ 371	\$ 371
49	EMIII Fire Chief Hourly	\$ -	\$ 245	\$ 150
50	PMIII Hourly	\$ -	\$ 203	\$ 100
51	Admin Asst II Clerical Hourly	\$ -	\$ 79	\$ 30
52	Firefighter Hourly	\$ -	\$ 111	\$ 100
53	Firefighter / Paramedic Hourly	\$ -	\$ 107	\$ 100
54	Captain - Firefighter Hourly	\$ -	\$ 132	\$ 125
55	Captain - Parmaedic Hourly	\$ -	\$ 156	\$ 125

Potential New Reoccurring Revenue @ Recommended Cost Recovery  
Current Revenue

<b>\$ 68,700</b>
\$ 100

<sup>1</sup> 4 plex or more and commercial  
<sup>2</sup> Building fees

**City of Paso Robles  
COST OF SERVICES STUDY**

**ACTUAL COST RESULTS**

<b>LIBRARY</b>
----------------

Fee #	Fee or Service Name / Description	Annual Quantity	UNIT COSTS		Recommended Fee
			Current Fee	Full Cost Recovery	
	<b>Replacement Fee for Lost or Damaged Book Beyond Repair</b>				
1	Adult fiction	24	\$ 20	\$ 50	\$ 40
2	Adult non fiction	34	\$ 25	\$ 50	\$ 40
3	Juvenile fiction	15	\$ 15	\$ 50	\$ 30
4	Juvenile non fiction	10	\$ 15	\$ 50	\$ 30
5	Non-catalogued paperbacks	11	\$ 5	\$ 44	\$ 5
6	Periodicals	6	\$ 5	\$ 50	\$ 5
7	Pamphlets	0	\$ 5	\$ 50	\$ 5
8	Audio Cassettes	2	\$ 10	\$ 69	10 per cassette
9	Book/cassette set	2	\$ 10	\$ 63	10 per cassette
10	Videocassettes & DVDs	4	\$ 30	\$ 63	\$ 30
11	CDs	0	\$ 20	\$ 69	\$ 30
	<b>Repair Damaged Book</b>				
12	Adult fiction	36	\$ 3	\$ 69	\$ 5
13	Adult non fiction	0	\$ 3	\$ 69	\$ 5
14	Juvenile fiction	0	\$ 3	\$ 69	\$ 5
15	Juvenile non fiction	0	\$ 3	\$ 69	\$ 5
16	Non-catalogued paperbacks	0	\$ -	\$ -	
17	Periodicals	0	\$ 3	\$ 38	\$ 5
18	Pamphlets	0	\$ -	\$ -	
19	Audio Cassettes	0	\$ 2	\$ 19	\$ 5
20	Book/cassette set	0	\$ 2	\$ 38	\$ 5
21	Videocassettes	0	\$ 2	\$ 19	\$ 5
22	CDs & DVDs	0	\$ -	\$ -	\$ 5

Potential New Recurring Revenue @ Recommended Cost Recovery	<b>\$ 3,500</b>
Current Revenue	\$ 2,100

**City of Paso Robles  
COST OF SERVICES STUDY**

**CITY SPONSORED - Sports, Classes and Trips**

<b>RECREATION DEPARTMENT</b>
------------------------------

Fee #	Fee or Service Name / Description	Notes	Current Fee	Full Cost Recovery	Recommended Fee
<b>Organized Sports</b>					
1	Adult softball	Per team	\$ 442	\$ 2,172	\$50 per person
2	Adult softball (summer)	Per team	\$ 442	\$ 2,172	\$50 per person
3	Adult softball (fall)	Per team	\$ 442	\$ 2,172	\$50 per person
4	Adult basketball	Per team	\$ 412	\$ 2,025	\$50 per person
5	Adult basketball (fall)	Per team	\$ 412	\$ 2,025	\$50 per person
6	Adult volleyball	Per team	\$ 212	\$ 1,042	\$50 per person
7	Adult volleyball (summer)	Per team	\$ 212	\$ 1,042	\$50 per person
8	Adult volleyball (fall)	Per team	\$ 212	\$ 1,042	\$50 per person
9	Softball Tournaments (other than BSP)	Per team	\$ 212	\$ 1,042	\$16 per hr. per field
10	Youth Basketball (winter)	Per person	\$ 50	\$ 272	\$50 per person
11	T-Ball/coach Pitch (spring)	Per person	\$ 50	\$ 272	\$50 per person
12	Taco Bell Track meet	Per person	\$ 5	\$ 27	\$ 10
13	Rentals		\$ 14,259		\$20 per hour
14	Tournaments		\$ 9,158		10-12%, 15-20% Reg (\$250 minimum)
15	Field Rentals				\$16 per hr. per field
16	Concessions		\$ 6,000		per contract
<b>Aquatics</b>			<b>Fee</b>		
17	Entrance fee		\$ 2	\$ 7	\$ 3
18	Junior Lifeguard training		\$ 62	\$ 221	\$ 62
19	Lifeguard Training Title 22 & CPR		\$ 175	\$ 623	\$ 175
20	Monthly Swim Pass		\$ 30	\$ 107	Discontinue
21	RCS Swim Lesson		\$ 37	\$ 132	\$ 50
22	Private lessons RCS		\$ 75	\$ 267	\$ 150
23	Season Swim Pass		\$ 50	\$ 178	\$ 100
24	Swim Pass - 10 Punch		\$ 15	\$ 53	\$ 20
25	Hot August Night @ Centennial Pool		\$ 3	\$ 11	\$ 5
26	AFAP Tues/Thurs (contractor payment per person)		\$ 10	\$ 34	\$ 15
27	AFAP M/W/F (contractor payment per person)		\$ 11	\$ 40	\$ 15
28	<b>Classes - All non-aquatic</b>		\$ 10	\$ 11	\$10 per person
29	<b>Trips (average)</b>		\$ 102	\$ 114	Full Cost

<b>Organized Sports</b>	
Potential New Recurring Revenue @ Recommended Cost Recovery	<b>\$ 248,300</b>
Current Revenue	\$ 135,500
<b>Barney Schwartz Park - Special Events</b>	
Potential New Recurring Revenue @ Recommended Cost Recovery	<b>\$ 38,000</b>
Current Revenue	\$ 29,600
<b>Aquatics</b>	
Potential New Recurring Revenue @ Recommended Cost Recovery	<b>\$ 105,700</b>
Current Revenue	\$ 82,900
<b>Classes</b>	
Potential New Recurring Revenue @ Recommended Cost Recovery	<b>\$ 45,500</b>
Current Revenue	\$ 45,500



**City of Paso Robles  
COST OF SERVICES STUDY**

**INDEPENDENT SPORT ACTIVITIES (Non-City sponsored)**

<b>RECREATION DEPARTMENT</b>
------------------------------

Fee #	Fee or Service Name / Description	Notes	Current Revenue	Full Cost Recovery	Recommended Fee
1	Central Coast Soccer League	Youth		\$ 39,026	\$4 per hr per field
2	Paso Robles Independent Soccer League	Adult	\$ 3,744	\$ 51,520	\$8 per hr per field
3	Paso Robles Youth Football	Youth		\$ 14,194	\$4 per hr per field
4	American Youth Soccer League	Youth		\$ 30,423	\$4 per hr per field
5	Little League	Youth		\$ 51,982	\$4 per hr per field
6	Paso Robles Region Soccer League	Adult	\$ 1,850	\$ 27,237	\$8 per hr per field
7	SLO Woman	Adult	\$ 360	\$ 1,200	\$8 per hr per field
8	North County Adult League	Adult	\$ 144	\$ 1,159	\$8 per hr per field
Note: Fees for non-county participants is recommended at twice the in-county rate above					
Full cost represents hourly m&o cost of \$16 per hour times # of annual hours of use					
					Per game or practice

Potential New Recurring Revenue @ Recommended Cost Recovery  
Current Revenue

<b>\$ 13,500</b>
\$ 6,100

City of Paso Robles  
 COST OF SERVICES STUDY

CITY WIDE SPECIAL EVENTS

**RECREATION DEPARTMENT**

Fee #	Fee or Service Name / Description	Notes	Current Revenue	Full Cost Recovery
1	Individual Fees:			
2	BMW Car Show		\$ -	\$ 252
3	Recycled Treasures		\$ -	\$ 204
4	Kitefest		\$ -	\$ 1,691
5	Wine Festival		\$ -	\$ 5,950
6	WCK Car Show - May		\$ -	\$ 25,478
7	4th of July		\$ -	\$ 15,395
8	Americana Festival		\$ -	\$ 232
9	Fishing Derby		\$ -	\$ 2,323
10	WCK Car Show - Sept		\$ -	\$ 20,146
11	Taste of Downtown		\$ -	\$ 607
12	Fun Run		\$ -	\$ 16,946
13	Pioneer Day		\$ -	\$ 10,279
14	Safe Halloween		\$ -	\$ 701
15	Elegant Evening		\$ -	\$ 64
16	Light up the Town		\$ -	\$ 1,000
17	Christmas Parade		\$ -	\$ 3,473
18	Golden Oak Festival		\$ -	\$ 1,512
19	Vine Street Showcase		\$ -	\$ 4,190
20	Easter Egg Hunt		\$ -	\$ 134
21	Downhill Derby		\$ -	\$ 1,771
22	PT Cruiser Car Show		\$ -	\$ 662
23	St Rose Auction		\$ -	\$ 395
24	Olive Festival		\$ -	\$ 278

Policy considerations:

- > Use of City Park is available at \$53.00 per hour.
- > Individual event contracts will outline the obligations of the respective parties.
- > Community-benefit and City initiated events are exempt from the park use fee.

City of Paso Robles  
 COST OF SERVICES STUDY

CITY FACILITY RENTALS

**RECREATION DEPARTMENT**

Fee #	Fee or Service Name / Description	Notes	Current Revenue	Full Cost Recovery	Recommended Fee
	<b>Centennial Park</b>				
1	Gymnasium		\$ 50	\$ 119	\$ 119
2	Game Room		\$ -	\$ 12	\$ 12
3	Acorn Room		\$ -	\$ 9	\$ 9
4	Live Oak Room		\$20-\$30	\$ 12	\$ 12
5	White Oak Room		\$20 - \$31	\$ 9	\$ 9
6	Banquet Room		\$30 - \$45	\$ 45	\$ 45
7	Kitchen		\$15 - \$30	\$ 8	\$ 8
8	Pool		\$ 50	\$ 57	\$ 57
9	Main Pool		\$ 50	\$ 52	\$ 52
	<b>Senior Center</b>				
1	Multi-purpose & Kitchen			\$ 17	\$ 17
2	Lounge		\$ 50	\$ 6	\$ 6

Potential New Recurring Revenue @ Recommended Cost Recovery  
 Current Revenue

<b>\$ 185,600</b>
\$ 40,100

*City of Paso Robles*  
**COST OF SERVICES STUDY**

**ACTUAL COST RESULTS**

**PUBLIC WORKS & COMMUNITY DEVELOPMENT RATES**

<b>Fee #</b>	<b>Fee Service Name / Description</b>	<b>Current Fee</b>	<b>Full Cost Recovery</b>	<b>Recommended Fee</b>
1	Public Works - Blended MW Hourly Rate	\$ 40	\$ 121	\$ 121
2	Community Development - Engineering Blended Hourly	\$59 to 25	\$ 132	\$ 132
3	Community Development - Planning Blended Hourly Rate	\$100 to 15	\$ 123	\$ 123

Note: CD rates were last updated in 1996.