



User and Regulatory Fees

Fee-Related Cost of Service Analysis

City of Signal Hill Cost of Service Analysis

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User and Regulatory Fees

Cost of Service Calculations

Building

City of Signal Hill

User and Regulatory Fee Study

Allocation of Annual Labor Effort - Building Safety

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per	Total Productive	Notes
Director of Community Dev	\$111	0.10	\$23,140	2,080	216	1,864	186	[a],[b]
Principal Building Inspector	\$60	0.45	\$55,879	2,080	216	1,864	839	[a],[b]
Planning Manager	\$79	0.10	\$16,434	2,080	216	1,864	186	[a],[b]
Associate Planner	\$52	0.10	\$10,912	2,080	216	1,864	186	[a],[b]
Assistant Planner	\$46	0.10	\$9,493	2,080	216	1,864	186	[a],[b]
Mgmt Assistant Comm Dev	\$45	0.35	\$32,571	2,080	216	1,864	652	[a],[b]
Code Enforcement Officer	\$45	0.25	\$23,270	2,080	216	1,864	466	[a],[b]
Permit Technician - (PT)	\$36	0.50	\$18,522	1,040	-	1,040	520	[a],[b]
Total		1.95	\$190,221				3,223	

Contract Services

Description	Total	Est Hrly Cost	Total Hours	Notes
Annual Contract Services	\$75,000	\$140	536	[c] 100-63-5421

Total Productive Hours	Total	Notes
In-House	3,223	
Contract	536	
Total	3,759	

Allocation of Hours	Share	Total	Notes
Indirect	33%	1,074	[b]
Direct	67%	2,149	[b]
Total	100%	3,223	

[a] Source: FY 25/26 authorized positions.

[b] Direct/Indirect hours are intended to serve as reasonable estimates. Amounts will vary from year-to-year depending on activity, projects, and City Council priorities.

[c] Amounts intended to serve as reasonable estimates of market rates for contract service providers.

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Building Safety

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Building Safety	100-63-5110	Salaries & Wages - Full-time	\$162,378	\$0	\$162,378	
General Fund	Building Safety	100-63-5115	Part-time Salaries	\$15,989	\$0	\$15,989	
General Fund	Building Safety	100-63-5130	Overtime Salaries	\$475	\$0	\$475	
General Fund	Building Safety	100-63-5160	Car Allowance	\$360	\$0	\$360	
General Fund	Building Safety	100-63-5220	FICA Contributions	\$12,681	\$0	\$12,681	
General Fund	Building Safety	100-63-5230	Retirement Contributions	\$13,811	\$0	\$13,811	
General Fund	Building Safety	100-63-5270	Other Employee Benefits	\$2,307	\$0	\$2,307	
General Fund	Building Safety	100-63-5271	Defined Contribution	\$1,276	\$0	\$1,276	
General Fund	Building Safety	100-63-5272	Workers' Compensation	\$1,558	\$0	\$1,558	
General Fund	Building Safety	100-63-5273	Health Benefits	\$34,068	\$0	\$34,068	
General Fund	Building Safety	100-63-5276	Life Insurance Benefit	\$181	\$0	\$181	
General Fund	Building Safety	100-63-5280	Wellness Benefit	\$75	\$0	\$75	
General Fund	Building Safety	100-63-5310	Dues & Memberships	\$700	\$0	\$700	
General Fund	Building Safety	100-63-5320	Travel & Training	\$2,000	\$0	\$2,000	
General Fund	Building Safety	100-63-5340	Books & Periodicals	\$1,700	\$0	\$1,700	
General Fund	Building Safety	100-63-5400	Contract Services - General	\$3,500	\$0	\$3,500	
General Fund	Building Safety	100-63-5410	Legal Services	\$3,000	(\$3,000)	\$0	
General Fund	Building Safety	100-63-5421	Plan Check Professional Svc	\$75,000	\$0	\$75,000	
General Fund	Building Safety	100-63-5422	Building Code Enforcement	\$3,000	(\$3,000)	\$0	
General Fund	Building Safety	100-63-5511	Telephone/Data	\$3,721	\$0	\$3,721	
General Fund	Building Safety	100-63-5570	Software Licensing & Support	\$3,220	\$0	\$3,220	
General Fund	Building Safety	100-63-5590	Fleet Provision Charge	\$12,874	\$0	\$12,874	
General Fund	Building Safety	100-63-5740	General Supplies	\$1,000	\$0	\$1,000	
General Fund	Building Safety	100-63-5750	Gasoline, Oil, & Tires	\$1,954	\$0	\$1,954	
Total				\$356,829	(\$6,000)	\$350,829	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	32%	\$350,829	\$112,265	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$350,829	76%	
Allocation of Citywide Overhead	\$112,265	24%	
Total	\$463,094	100%	

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Building Safety

Revenue Summary

Acct #	Acct Desc	Actual 2023/24	Projected 2024/25	2025/26 Budget	Multi-Year Avg	Percentage	Notes
100-32-4632	Building Permits	\$347,168	\$200,000	\$279,868	\$275,679	70%	
100-34-4631	Energy Fees - Building & Safety	\$356	\$3,840	\$100	\$1,432	0%	
100-34-4632	Plan Check Fees	\$97,724	\$131,881	\$100,000	\$109,868	28%	
100-34-4636	SB 1186 ADA Fee - 70% City Sha	\$6,112	\$5,992	\$5,000	\$5,701	1%	
Total		\$451,360	\$341,713	\$384,968	\$392,680	100%	

Cost Recovery

Description	Total
Average Revenue	\$392,680
Expenditures	\$463,094
Cost Recovery Rate	85%
General Fund Subsidy	\$70,413

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$463,094
Direct Hours	2,149
Fully-Burdened Hourly Rate	\$216

Calculation of Cost Multiplier for Fully-Burdened Hourly Rate (Apply to Base Salary Cost Per Hour)

Description	FTE	Annual Hours Per FTE	Total Annual Hours	Estimated Salaries	Hourly Wage Rate Only Assuming Total Annual Hours	Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier (ICR)
Building	1.95	2,080	4,056	\$190,221	\$47	\$216	4.61

Calculation of Fully-Burdened Hourly Rate by Position

Position	Total Salaries	Total FTE	Avg Salary Per FTE	Avg Salary Per Hour	ICR for Fully- Burdened Hourly Rate	Fully-Burdened Hourly Rate
Director of Community Dev	\$23,140	0.10	\$231,400	\$111	4.61	\$512
Principal Building Inspector	\$55,879	0.45	\$124,176	\$60	4.61	\$275
Planning Manager	\$16,434	0.10	\$164,341	\$79	4.61	\$364
Associate Planner	\$10,912	0.10	\$109,117	\$52	4.61	\$242
Mgmt Assistant Comm Dev	\$32,571	0.35	\$93,059	\$45	4.61	\$206
Permit Technician - (PT)	\$18,522	0.50	\$37,045	\$18	4.61	\$82

[a] Source: FY 25/26 Adopted Budget.

[b] Source: Citywide overhead cost allocation developed for purposes of this analysis. See separate worksheet for details.

City of Signal Hill

User and Regulatory Fee Study

Building Safety Fees

Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Total	Hourly Rate	Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Fee FY 25/26	Proposed Cost Recovery	Fee Change	Note	
1	HVAC Change-Out - Residential	1.25	x	\$216 =	\$270	\$203	varies	\$257	95%	\$54	
2	Water Heater Change-Out - Residential	0.75	x	\$216 =	\$162	\$122	varies	\$154	95%	\$32	
3	Residential Re-Roof	1.75	x	\$216 =	\$378	\$284	varies	\$359	95%	\$76	
4	Siding Replacement	1.00	x	\$216 =	\$216	\$162	varies	\$205	95%	\$43	
5	Service Panel Upgrade - Residential	1.25	x	\$216 =	\$270	\$203	varies	\$257	95%	\$54	
6	Battery Backup Storage	1.00	x	\$216 =	\$216	\$162	varies	\$205	95%	\$43	
7	Electric Vehicle Charger	1.00	x	\$216 =	\$216	\$162	varies	\$205	95%	\$43	
8	Generator	1.00	x	\$216 =	\$216	\$162	varies	\$205	95%	\$43	
9	Residential Solar Photovoltaic System - Solar Permit										
	a) Plan Review										
	i) Base Fee for 15kW or Less					\$200	varies	\$200		\$0	[a],[b]
	ii) Fee for Each Additional kW above 15kW					\$15	varies	\$15		\$0	[a],[b]
	b) Permit					\$250	varies	\$250		\$0	[a],[b]
10	Commercial Solar Photovoltaic System - Solar Permit										
	a) Plan Review										
	i) Base Fee 50kW or Less					\$444	varies	\$444		\$0	[a],[b]
	ii) Fee for Each Add'l kW above 50kW up to 250kW					\$7	varies	\$7		\$0	[a],[b]
	ii) Fee for Each Add'l kW above 250kW					\$5	varies	\$5		\$0	[a],[b]
	b) Permit					\$556	varies	\$556		\$0	[a],[b]
11	Swimming Pool Replaster / Equipment Change-Out	1.75	x	\$216 =	\$378	\$284	varies	\$359	95%	\$76	
12	Swimming Pool Remodel (e.g., Changing Pool Shape, Adding Cabo Shelf, etc.)	1.75	x	\$216 =	\$378	\$284	varies	\$359	95%	\$76	
13	Temporary Power										
	a) First or Main Power Distribution Pole	1.25	x	\$216 =	\$270	\$203	75%	\$257	95%	\$54	
	b) Additional Poles (same system) for distributions	0.25	x	\$216 =	\$54	\$41	75%	\$51	95%	\$11	
14	Retaining Wall	1.75	x	\$216 =	\$378	\$284	varies	\$359	95%	\$76	
15	Window / Sliding Glass Door - Repair										
	a) Up to 5	1.75	x	\$216 =	\$378	\$284	varies	\$359	95%	\$76	
	b) Per Window Over 5 Windows	0.25	x	\$216 =	\$54	\$41	varies	\$51	95%	\$11	
16	Fences	1.25	x	\$216 =	\$270	\$203	varies	\$257	95%	\$54	
17	Electrical and Irrigation Pedestals per pedestal	1.25	x	\$216 =	\$270	\$203	varies	\$257	95%	\$54	

[a] Total fees shall not exceed amounts outlined in California Government Code 66015(a)(1).

[b] The City will not collect additional permit processing fees. Amounts shown are total amount due for permit processing, plan review, and permit.

City of Signal Hill

User and Regulatory Fee Study

Building Safety Fees

Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Est. City Staff Labor Hrs		Fully- Burdened Hourly		Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Unit	Notes
Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits													
1	\$1 - \$2,000	0.75	x	\$216	=	\$162	\$122	75%	\$154	95%	\$32		
2	\$2,001 - \$25,000	0.75	x	\$216	=	\$162	\$122	75%	\$154	95%	\$32		
3	\$25,001 - \$50,000	3.00	x	\$216	=	\$648	\$486	75%	\$616	95%	\$130		
4	\$50,001 - \$100,000	6.00	x	\$216	=	\$1,296	\$972	75%	\$1,231	95%	\$259		
5	\$100,001 - \$500,000	10.00	x	\$216	=	\$2,160	\$1,620	75%	\$2,052	95%	\$432		
6	\$500,001 - \$1,000,000	32.00	x	\$216	=	\$6,912	\$5,184	75%	\$6,566	95%	\$1,382		
7	\$1,000,001 - \$5,000,000	48.00	x	\$216	=	\$10,368	\$7,776	75%	\$9,850	95%	\$2,074		
For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee													
1	Mechanical	15%				15%	15%	100%	15%	100%			
2	Plumbing	15%				15%	15%	100%	15%	100%			
3	Electrical	15%				15%	15%	100%	15%	100%			

City of Signal Hill

User and Regulatory Fee Study

Building Safety Fees

Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Est. City Staff Labor Hrs		Fully-Burdened Hourly	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
1	Building Plan Check Fees - Building									
	a) Building Plan Check Fee, if applicable	85%						85%	100%	[a]
	b) Expedited Plan Check - At Application Submittal (when applicable)	1.5x building plan check fee				1.5x building plan check fee		1.5x building plan check fee	100%	
	c) Tract Home / Master Plan Construction (Production Units)	20%				20% of standard plan check	varies	20% of standard plan check fee	100%	[b],[c]
	d) Alternate Materials and Methods Review (per hour)	1.00	x	\$216	= \$216	Acutal hourly cost of consultant or per hour billing rate for in-house review		Acutal hourly cost of consultant or per hour billing rate for in-house review	100%	
	e) Excess Plan Review Fee (4th and subsequent) (per hour)	1.00	x	\$216	= varies	Acutal hourly cost of consultant or per hour billing rate for in-house review		Acutal hourly cost of consultant or per hour billing rate for in-house review	100%	
	f) Revisions to an Approved Permit (per hour)	1.00	x	\$216	= varies	Acutal hourly cost of consultant or per hour billing rate for in-house review		Acutal hourly cost of consultant or per hour billing rate for in-house review	100%	
	g) Deferred Submittal (per hour)	1.00	x	\$216	= varies	Acutal hourly cost of consultant or per hour billing rate for in-house review		Acutal hourly cost of consultant or per hour billing rate for in-house review	100%	

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

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

[c] Fee amount shown is for repeat units. Model units/initial units pay regular building plan check fee.

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

Fee Description	Est. City Staff Labor Hrs		Fully-Burdened Hourly		Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Unit	Notes
1 Permit Processing Fee												
a) Residential	0.50	x	\$216	=	\$108	\$90	83%	\$108	100%	\$18		
b) Non-Residential	1.25	x	\$216	=	\$270	\$225	83%	\$270	100%	\$45		
2 Strong Motion Instrumentation (SMI) Fee Calculation												[a]
a) Residential						\$0.50 or valuation x .00013		\$0.50 or valuation x .00013				[a]
b) Commercial						\$0.50 or valuation x .00028		\$0.50 or valuation x .00028				[a]
3 Building Standards (SB 1473) Fee Calculation (Valuation)												[a]
a) \$1 - \$25,000						\$1		\$1		\$0		[a]
b) \$25,001 - \$50,000						\$2		\$2		\$0		[a]
c) \$50,001 - \$75,000						\$3		\$3		\$0		[a]
d) \$75,001 - \$100,000						\$4		\$4		\$0		[a]
e) Each Add'l \$25,000 or fraction thereof						Add \$1		Add \$1				[a]
4 General Plan Update Fee (percent of building permit fee)						5%		5%				[b]
5 Technology Fee (percent of permit fee)						5%		5%				[c]
6 Temporary Certificate of Occupancy	3.00	x	\$216	=	\$648	\$486	75%	\$616	95%	\$130		
7 Permit Extension	0.50	x	\$216	=	\$108	\$90	83%	\$108	100%	\$18		
8 Permit Reissuance Fee	0.50	x	\$216	=	\$108	\$90	83%	\$108	100%	\$18		
9 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.) (per hour)	1.00	x	\$216	=	\$216	\$162	75%	\$205	95%	\$43		
Other Fees												
10 After Hours Inspection (per hour) (4-hour minimum)	1.20	x	\$216	=	\$259	\$194	75%	\$246	95%	\$52		[d]
11 Re-inspection Fee (2nd Time or More) (each)	1.00	x	\$216	=	\$216	\$162	75%	\$205	95%	\$43		[e]
12 Missed Inspection Fee	1.00	x	\$216	=	\$216	\$162	75%	\$205	95%	\$43		
13 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	0.50	x	\$216	=	\$108	\$81	75%	\$103	95%	\$22		
Violation Fees												
14 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)								equal to permit fee (i.e., 2x permit fees)				

[a] Fees set by State of California.

[b] Fee applies to new construction, additions, tenant improvements, and residential remodels requiring building permits.

[c] Fee applies to all permits except solar permits.

[d] Fee is per hour, with a four-hour minimum.

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

User and Regulatory Fees

Cost of Service Calculations

Grading

City of Signal Hill

User and Regulatory Fee Study

Grading Fees

Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Est. City Staff Labor Hrs		Fully- Burdened Hourly		Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change
1	Permit Processing Fee										
	a) Residential	0.50	x	\$216	=	\$108	\$90	83%	\$108	100%	\$18
	b) Non-Residential	1.25	x	\$216	=	\$270	\$225	83%	\$270	100%	\$45
2	Grading Permit Fees Volume (CY) Not Over										
	a) 50 CY	1.00	x	\$216	=	\$216	\$162	90%	\$205	95%	\$43
	b) 100 CY	1.50	x	\$216	=	\$324	\$243	90%	\$308	95%	\$65
	c) 200 CY	2.00	x	\$216	=	\$432	\$324	90%	\$410	95%	\$86
	d) 300 CY	2.50	x	\$216	=	\$540	\$405	90%	\$513	95%	\$108
	e) 400 CY	3.00	x	\$216	=	\$648	\$486	90%	\$616	95%	\$130
	f) 500 CY	3.50	x	\$216	=	\$756	\$567	90%	\$718	95%	\$151
	g) 600 CY	4.00	x	\$216	=	\$864	\$648	90%	\$821	95%	\$173
	h) 700 CY	4.50	x	\$216	=	\$972	\$729	90%	\$923	95%	\$194
	i) 800 CY	5.00	x	\$216	=	\$1,080	\$810	90%	\$1,026	95%	\$216
	j) 900 CY	5.50	x	\$216	=	\$1,188	\$891	90%	\$1,129	95%	\$238
	k) 1000 CY	6.00	x	\$216	=	\$1,296	\$972	90%	\$1,231	95%	\$259
	l) Each Add'l 1,000 CY up to 100,000 CY	0.33	x	\$216	=	\$71	\$53	90%	\$68	95%	\$15
	m) Each Add'l 10,000 CY over 100,000 CY	0.33	x	\$216	=	\$71	\$53	90%	\$68	95%	\$15
3	Grading Plan Check (% of permit fee)	85%			=	85%	85%	100%	85%	100%	\$0

User and Regulatory Fees

Cost of Service Calculations

Oil Field Services

City of Signal Hill
 User and Regulatory Fee Study
 Oil Field Services Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Est. City Staff Labor Hrs		Fully- Burdened Hourly		Est. Cost of Service		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Notes
Oil Field Services													
1	Drilling Permit												
	a) New Non-Unit Wells (per well)	6.00	x	\$216	=	\$1,296		\$1,080	100%	\$1,296	100%	\$216	
	b) New Unit Wells from Approved Drill Site (per well)	4.00	x	\$216	=	\$864		\$720	100%	\$864	100%	\$144	
2	Redrilling Permit												
	a) New Non-Unit Wells (per well)	4.00	x	\$216	=	\$864		\$720	100%	\$864	100%	\$144	
	b) New Unit Wells from Approved Drill Site (per well)	3.00	x	\$216	=	\$648		\$540	100%	\$648	100%	\$108	
3	Issuance Fee	0.67	x	\$216	=	\$144		\$120	100%	\$144	100%	\$24	
4	Annual Tank Permit	2.00	x	\$216	=	\$432		\$360	100%	\$432	100%	\$72	
5	Annual Well Permit (per well)	3.00	x	\$216	=	\$648		\$540	100%	\$648	100%	\$108	
6	Annual Idle Well Permit							see Annual Well Permit	100%	see Annual Well Permit	100%		
7	Abandonment (per well)	3.00	x	\$216	=	\$648		\$540	100%	\$648	100%	\$108	
8	Abandonment Report Permit	3.00	x	\$216	=	\$648		\$540/well plus consultant costs	100%	\$648/well plus consultant costs	100%		
9	Discovery Permit	3.00	x	\$216	=	\$648		\$540/well plus consultant costs	100%	\$648/well plus consultant costs	100%		
10	Emergency Work Permit - wells (per well)	3.00	x	\$216	=	\$648		\$540	100%	\$648	100%	\$108	
11	Emergency Work Permit - all other							Based on Valuation		Based on Valuation			
12	Leak Testing & Observation Permit	4.00	x	\$216	=	\$864		\$720/well plus consultant costs	100%	\$864/well plus consultant costs	100%		
13	Methane Site Testing & Mitigation Permit	4.00	x	\$216	=	\$864		\$720/well plus consultant costs	100%	\$864/well plus consultant costs	100%		
14	Rework Permit (per well)	2.00	x	\$216	=	\$432		\$360	100%	\$432	100%	\$72	
15	Liability Insurance							See Note		See Note			[a]
16	Variances	4.50	x	\$216	=	\$972		\$810	100%	\$972	100%	\$162	
17	Appeals	2.25	x	\$216	=	\$486		\$405	100%	\$486	100%	\$81	

City of Signal Hill

User and Regulatory Fee Study

Oil Field Services Fees

Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Est. City Staff Labor Hrs		Fully- Burdened Hourly	=	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Notes
18	Late Fees	3.75	x	\$216	=	\$810	\$675	100%	\$810	100%	\$135	
19	Extension/Decisions	3.75	x	\$216	=	\$810	\$675	100%	\$810	100%	\$135	
20	Annual Electrical Permit											
	Total for wells, in category, not per well charge											
	a) 0-10 wells	0.25	x	\$216	=	\$54	\$45	100%	\$54	100%	\$9	
	b) 11-25 wells	0.50	x	\$216	=	\$108	\$90	100%	\$108	100%	\$18	
	c) 25-50 wells	0.75	x	\$216	=	\$162	\$135	100%	\$162	100%	\$27	
	d) 50+ wells or other facilities	1.00	x	\$216	=	\$216	\$180	100%	\$216	100%	\$36	

[a] \$300,000 for property damage to any one person. One million for property damage to any one accident. One million for personal bodily injury to any one person. Two million aggregate per single accident or occurrence.

User and Regulatory Fees

Cost of Service Calculations

Planning

City of Signal Hill

User and Regulatory Fee Study

Allocation of Annual Labor Effort - Planning

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per	Total Productive	Notes
Director of Community Dev	\$111	0.50	\$115,700	2,080	216	1,864	932	[a],[b]
Planning Manager	\$79	0.45	\$73,953	2,080	216	1,864	839	[a],[b]
Associate Planner	\$52	0.45	\$49,103	2,080	216	1,864	839	[a],[b]
Assistant Planner	\$46	0.45	\$42,719	2,080	216	1,864	839	[a],[b]
Principal Building Inspector	\$60	0.10	\$12,418	2,080	216	1,864	186	[a],[b]
Code Enforcement Officer	\$45	0.13	\$11,635	2,080	216	1,864	233	[a],[b]
Permit Technician - (PT)	\$36	0.15	\$5,557	1,040	-	1,040	156	[a],[b]
Mgmt Assistant Comm Dev	\$45	0.40	\$37,224	2,080	216	1,864	746	[a],[b]
Total		2.63	\$348,308				4,769	

In-House Labor Alloc	Share	Total	Notes
Indirect	33%	1,590	[b]
Direct	67%	3,180	[b]
Total	100%	4,769	

[a] Source: FY 25/26 authorized positions.

[b] Direct/Indirect hours are intended to serve as reasonable estimates. Amounts will vary from year-to-year depending on activity, projects, and City Council priorities.

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Planning

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Planning	100-61-5110	Salaries & Wages - Full-time	\$328,256	\$0	\$328,256	
General Fund	Planning	100-61-5115	Part-time Salaries	\$4,361	\$0	\$4,361	
General Fund	Planning	100-61-5130	Overtime Salaries	\$2,000	\$0	\$2,000	
General Fund	Planning	100-61-5139	Compensated Absences	\$0	\$0	\$0	
General Fund	Planning	100-61-5150	Commission Meetings	\$11,800	\$0	\$11,800	
General Fund	Planning	100-61-5160	Car Allowance	\$1,800	\$0	\$1,800	
General Fund	Planning	100-61-5220	FICA Contributions	\$25,313	\$0	\$25,313	
General Fund	Planning	100-61-5230	Retirement Contributions	\$186,502	\$0	\$186,502	
General Fund	Planning	100-61-5270	Other Employee Benefits	\$4,514	\$0	\$4,514	
General Fund	Planning	100-61-5271	Defined Contribution	\$6,150	\$0	\$6,150	
General Fund	Planning	100-61-5272	Workers' Compensation	\$3,604	\$0	\$3,604	
General Fund	Planning	100-61-5273	Health Benefits	\$57,605	\$0	\$57,605	
General Fund	Planning	100-61-5276	Life Insurance Benefit	\$546	\$0	\$546	
General Fund	Planning	100-61-5280	Wellness Benefit	\$363	\$0	\$363	
General Fund	Planning	100-61-5310	Dues & Memberships	\$700	\$0	\$700	
General Fund	Planning	100-61-5315	LAFCO Charge	\$1,500	\$0	\$1,500	
General Fund	Planning	100-61-5320	Travel & Training	\$500	\$0	\$500	
General Fund	Planning	100-61-5330	Meetings	\$3,650	\$0	\$3,650	
General Fund	Planning	100-61-5340	Books & Periodicals	\$260	\$0	\$260	
General Fund	Planning	100-61-5400	Contract Services - General	\$159,600	(\$159,600)	\$0	
General Fund	Planning	100-61-5410	Legal Services	\$32,000	(\$32,000)	\$0	
General Fund	Planning	100-61-5511	Telephone/Data	\$500	\$0	\$500	
General Fund	Planning	100-61-5570	Software Licensing & Support	\$2,100	\$0	\$2,100	
General Fund	Planning	100-61-5540	Vehicle Maintenance	\$0	\$0	\$0	
General Fund	Planning	100-61-5590	Fleet Provision Charge	\$5,387	\$0	\$5,387	
General Fund	Planning	100-61-5630	Media Services	\$4,000	\$0	\$4,000	
General Fund	Planning	100-61-5740	General Supplies	\$3,000	\$0	\$3,000	
General Fund	Planning	100-61-5750	Gasoline, Oil, & Tires	\$651	\$0	\$651	
Total				\$846,661	(\$191,600)	\$655,061	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	32%	\$655,061	\$209,620	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$655,061	76%	
Allocation of Citywide Overhead	\$209,620	24%	
Total	\$864,681	100%	

Allocation of Annual Labor Effort

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Planning

Description	Total	Total	Notes
Indirect: General Admin; Mgmt; Policies; Procedures; Training; Public Info	33%	\$288,227	[c]
Direct: Long-Range Planning, Current Planning	67%	\$576,454	[c]
Total	100%	\$864,681	

Allocation of Annual Labor Effort Among Core Services

Description	Total	Total	Notes
Current Planning and Permitting	40%	\$345,872	[c]
All Other Planning Services (e.g., Advance Planning / Regional Planning)	60%	\$518,809	[c]
Total	100%	\$864,681	

Revenue Summary

Acct #	Acct Desc	Actual 2023/24	Projected 2024/25	2025/26 Budget	Multi-Year Avg	Percentage	Notes
100-34-4600	Administrative Fee (CD)	\$102,054	\$117,688	\$80,000	\$99,914	59%	
100-34-4602	Planning Fees	\$29,849	\$26,656	\$20,000	\$25,502	15%	
100-34-4604	Planning Bus. Lic. Review Fee	\$12,760	\$8,460	\$5,000	\$8,740	5%	
100-34-4605	Development Rvw Processing	\$47,651	\$30,000	\$30,000	\$35,884	21%	
Total		\$192,314	\$182,804	\$135,000	\$170,039	100%	

Cost Recovery

Description	Total
Average Revenue	\$170,039
Expenditures	\$345,872
Cost Recovery Rate	49%
General Fund Subsidy	\$175,833

Calculation of Fully-Burdened Hourly Rate for Planning Fee-Related Services

Description	Total
Labor & Non-Prof Svcs/S'plies	\$655,061
Citywide OH	\$209,620
Total Costs for Hourly Rate	\$864,681
Direct Hours	3,180
Fully-Burdened Hourly Rate	\$272

Current Hourly Rate	\$154	Adjustment
Year 1 Rate - FY 24/25	\$154	0%
Year 2 Rate - FY 25/26	\$237	54%
Year 3 Rate - FY 26/27	\$272	15%

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Planning

Calculation of Cost Multiplier for Fully-Burdened Hourly Rate (Apply to Base Salary Cost Per Hour)

Description	FTE	Annual Hours Per FTE	Total Annual Hours	Estimated Salaries	Hourly Wage Rate Only Assuming Total Annual Hours	Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier (ICR)
Planning	2.63	2,080	5,460	\$348,308	\$64	\$272	4.26

Calculation of Fully-Burdened Hourly Rate by Position

Position	Total Salaries	Total FTE	Avg Salary Per FTE	Avg Salary Per Hour	ICR for Fully-Burdened Hourly Rate	Fully-Burdened Hourly Rate
Director of Community Dev	\$115,700	0.50	\$231,400	\$111	4.26	\$474
Planning Manager	\$73,953	0.45	\$164,341	\$79	4.26	\$337
Associate Planner	\$49,103	0.45	\$109,117	\$52	4.26	\$224
Assistant Planner	\$42,719	0.45	\$94,931	\$46	4.26	\$195
Principal Building Inspector	\$12,418	0.10	\$124,176	\$60	4.26	\$255
Code Enforcement Officer	\$11,635	0.13	\$93,080	\$45	4.26	\$191
Permit Technician - (PT)	\$5,557	0.15	\$37,045	\$18	4.26	\$76
Mgmt Assistant Comm Dev	\$37,224	0.40	\$93,059	\$45	4.26	\$191

[a] Source: FY 25/26 Adopted Budget.

[b] Source: Citywide overhead cost allocation developed for purposes of this analysis. See separate worksheet for details.

[c] Amounts intended to serve as reasonable estimates of direct activities v. indirect support to direct activities. Amounts may vary from year-to-year depending on activity, proje

Calculation of Estimated Cost of Service

Fee Description		Est. Labor Hours	Hourly Rate	Est. Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Fee Change	Note
Residential											
1	Residential Additions										
	a) Single-story additions to Existing Dwellings Less than 500 SF of Floor Area	4.0	x	\$272 = \$1,088	\$477	44%	\$947	87%	Fixed Fee	\$470	
	b) Second-story additions and additions of more than 500 SF of Floor Area	varies	x	\$272 = varies	\$5,000	57%	\$8,000	87%	Deposit	\$3,000	
2	New Single-Family or Duplex Dwellings										
	a) Without View Analysis	varies	x	\$272 = varies	\$6,000	57%	\$9,000	87%	Deposit	\$3,000	
	b) With View Analysis	varies	x	\$272 = varies	\$7,000	57%	\$11,000	87%	Deposit	\$4,000	
3	ADU	varies	x	\$272 = varies	\$3,500	57%	\$3,500	87%	Deposit	\$0	[a]
4	Multi-Family and Tract Developments										
	a) Fewer than 10 Dwelling Units	varies	x	\$272 = varies	\$10,000	57%	\$15,000	87%	Deposit	\$5,000	
	b) More than 10 Dwelling Units	varies	x	\$272 = varies	\$15,000	57%	\$23,000	87%	Deposit	\$8,000	
5	Administrative Site Plan and Design Review (per hour)	1.0	x	\$272 = \$272	\$154	57%	\$237	87%	Per Hour	\$83	
6	Other Planning Applications Including Parcel Map, Parcel Map Waiver, Lot Line Adjustments, Etc.	varies	x	\$272 = varies	\$5,000	57%	\$8,000	87%	Deposit	\$3,000	
7	Residential Inspections										
	a) 4 Units	4.0	x	\$272 = \$1,088	\$739	68%	\$947	87%	Fixed Fee	\$208	
	b) 5 - 10 Units	5.0	x	\$272 = \$1,360	\$923	68%	\$1,183	87%	Fixed Fee	\$260	
	c) More than 10 Units	10.0	x	\$272 = \$2,720	\$1,849	68%	\$2,366	87%	Fixed Fee	\$517	
Commercial & Industrial											
8	Compliance Plans (Trucking and Storage Yards)	6.0	x	\$272 = \$1,632	\$1,085 Plus Consultant Cost	varies	\$1,465 Plus Consultant Cost	varies	Fixed Fee Plus Consultant Costs		
9	Signs	1.5	x	\$272 = \$408	\$121	30%	\$355	87%	Fixed Fee	\$234	
10	Outdoor Sales or Temporary Events	4.0	x	\$272 = \$1,088	\$828	76%	\$1,088	100%	Fixed Fee	\$260	
11	Minor Tenant Improvements	3.0	x	\$272 = \$816	\$403	49%	\$710	87%	Fixed Fee	\$307	
12	Additions to Existing Buildings and Tenant Improvement Projects	varies	x	\$272 =	\$2,000	57%	\$3,000	87%	Deposit	\$1,000	
13	New Buildings										
	a) Up to 10,000 SF	varies	x	\$272 = varies	\$7,000	57%	\$11,000	87%	Deposit	\$4,000	
	b) More than 10,000 SF	varies	x	\$272 = varies	\$10,000	57%	\$15,000	87%	Deposit	\$5,000	
14	Administrative Site Plan and Design Review (per hour)	1.0	x	\$272 = \$272	\$154	57%	\$237	87%	Per Hour	\$83	

Calculation of Estimated Cost of Service

Fee Description					Est. Labor Hours	Hourly Rate	Est. Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Fee Change	Note		
15	Conditional Use Permits, Variances, Specific Plans, General Plan and Zoning Ordinance Amendments, Etc.					varies	x	\$272	= varies	\$5,000	57%	\$8,000	87%	Deposit	\$3,000	
16	Miscellaneous Abatement						x	\$272	= varies	Actual Costs Plus Consultant Costs	varies	Actual Costs Plus Consultant Costs	varies	Actual Costs Plus Consultant Costs		
17	Administrative Citation							n/a		\$444	n/a	\$444	n/a	Fine	\$0	
18	Appeals (Except for Administrative Citation)					16.0	x	\$272	= \$4,352	\$425	10%	\$1,000	23%	Fixed Fee	\$575	[b]
19	Banner Sign					1.0	x	\$272	= \$272	\$40	15%	\$237	87%	Fixed Fee	\$197	
20	Business License Review for Zoning					0.5	x	\$272	= \$136	\$100	74%	\$118	87%	Fixed Fee	\$18	
21	Construction Time Limits 2nd Extension Review					4.0	x	\$272	= \$1,088	\$615 Plus Consultant Cost	varies	\$947 Plus Consultant Cost	varies	Fixed Fee Plus Consultant Costs		
22	Due Diligence Letters					2.0	x	\$272	= \$544	\$335	62%	\$473	87%	Fixed Fee	\$138	
23	Garage Sales					0.3	x	\$272	= \$68	\$25	37%	\$59	87%	Fixed Fee	\$34	
24	Non-Traditional Use Review					2.0	x	\$272	= \$544	\$288 Plus Consultant Cost	varies	\$473 Plus Consultant Cost	varies	Fixed Fee Plus Consultant Costs		
25	Off-Site Plan Retrieval					0.8	x	\$272	= \$204	\$144	71%	\$177	87%	Fixed Fee per Plan Set	\$33	
26	Site Inspection						x	\$272	= varies	Actual Costs Plus Consultant Costs	varies	Actual Costs Plus Consultant Costs	varies	Actual Costs Plus Consultant Costs		
27	Site Re-Inspection						x	\$272	= varies	Actual Costs Plus Consultant Costs	varies	Actual Costs Plus Consultant Costs	varies	Actual Costs Plus Consultant Costs		
28	Rates for Services Not Specified in this Schedule															
	a) In-House Planning Staff					1.0	x	\$272	= \$272	\$154	57%	\$237	87%	per hour	\$83	
	b) Contract Service Support									Actual + 20% Admin	100%	Actual + 20% Admin	100%	Time & M'tls		

[a] ADU review includes methane review and planning review.

[b] Depending on the subject of the appeal, specialized expertise may be solicited, at the expense of the applicant, for the purpose of providing input to the City Manager, Planning Commission, other Commission or Board, or City Council.

User and Regulatory Fees

Cost of Service Calculations

General Plan / Zoning Code Update

City of Signal Hill

User and Regulatory Fee Study

Cost of Service Calculation - General Plan Update / Zoning Code Update Costs

Estimated Expenditures

Description	Total	Amortization / Update Frequency	Annual Cost	Notes
General Plan Update	\$ 1,500,000	20	\$ 75,000	[a]
Housing Element	\$ 150,000	8	\$ 18,750	[a]
Zoning Code	\$ 150,000	5	\$ 30,000	[a]
In-House Maintenance	\$ 129,702	1	\$ 129,702	[a]
Total	\$ 1,929,702		\$ 253,452	

Notes:

[a] Source: Conservative estimates of update costs. Amounts will likely be higher.

User and Regulatory Fees

Cost of Service Calculations

Code Enforcement

City of Signal Hill

User and Regulatory Fee Study

Allocation of Annual Labor Effort - Code Enforcement

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per	Total Productive	Notes
Director of Community Dev	\$111	0.10	\$23,140	2,080	216	1,864	186	[a],[b]
Planning Manager	\$79	0.10	\$16,434	2,080	216	1,864	186	[a],[b]
Associate Planner	\$52	0.10	\$10,912	2,080	216	1,864	186	[a],[b]
Assistant Planner	\$46	0.10	\$9,493	2,080	216	1,864	186	[a],[b]
Principal Building Inspector	\$60	0.40	\$49,670	2,080	216	1,864	746	[a],[b]
Code Enforcement Officer	\$45	0.25	\$23,270	2,080	216	1,864	466	[a],[b]
Mgmt Assistant Comm Dev	\$45	0.35	\$32,571	2,080	216	1,864	652	[a],[b]
Permit Technician - (PT)	\$36	0.55	\$20,375	1,040	-	1,040	572	[a],[b]
Total		1.95	\$185,865				3,182	

In-House Labor Alloc	Share	Total	Notes
Indirect	33%	1,061	[b]
Direct	67%	2,121	[b]
Total	100%	3,182	

[a] Source: FY 25/26 authorized positions.

[b] Direct/Indirect hours are intended to serve as reasonable estimates. Amounts will vary from year-to-year depending on activity, projects, and City Council priorities.

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Code

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Neighborhood Enhancement	100-62-5110	Salaries & Wages - Full-time	\$242,201	\$0	\$242,201	
General Fund	Neighborhood Enhancement	100-62-5115	Part-time Salaries	\$4,361	\$0	\$4,361	
General Fund	Neighborhood Enhancement	100-62-5130	Overtime Salaries	\$1,350	\$0	\$1,350	
General Fund	Neighborhood Enhancement	100-62-5160	Car Allowance	\$540	\$0	\$540	
General Fund	Neighborhood Enhancement	100-62-5220	FICA Contributions	\$18,633	\$0	\$18,633	
General Fund	Neighborhood Enhancement	100-62-5230	Retirement Contributions	\$21,005	\$0	\$21,005	
General Fund	Neighborhood Enhancement	100-62-5270	Other Employee Benefits	\$3,415	\$0	\$3,415	
General Fund	Neighborhood Enhancement	100-62-5271	Defined Contribution	\$2,600	\$0	\$2,600	
General Fund	Neighborhood Enhancement	100-62-5272	Workers' Compensation	\$1,331	\$0	\$1,331	
General Fund	Neighborhood Enhancement	100-62-5273	Health Benefits	\$48,411	\$0	\$48,411	
General Fund	Neighborhood Enhancement	100-62-5276	Life Insurance Benefit	\$325	\$0	\$325	
General Fund	Neighborhood Enhancement	100-62-5280	Wellness Benefit	\$150	\$0	\$150	
General Fund	Neighborhood Enhancement	100-62-5310	Dues & Memberships	\$100	\$0	\$100	
General Fund	Neighborhood Enhancement	100-62-5320	Travel & Training	\$750	\$0	\$750	
General Fund	Neighborhood Enhancement	100-62-5330	Meetings	\$6,100	\$0	\$6,100	
General Fund	Neighborhood Enhancement	100-62-5340	Books & Periodicals	\$100	\$0	\$100	
General Fund	Neighborhood Enhancement	100-62-5400	Contract Services - General	\$17,500	(\$17,500)	\$0	
General Fund	Neighborhood Enhancement	100-62-5410	Legal Services	\$25,000	(\$25,000)	\$0	
General Fund	Neighborhood Enhancement	100-62-5511	Telephone/Data	\$2,666	\$0	\$2,666	
General Fund	Neighborhood Enhancement	100-62-5570	Software Licensing & Support	\$2,100	\$0	\$2,100	
General Fund	Neighborhood Enhancement	100-62-5590	Fleet Provision Charge	\$3,744	\$0	\$3,744	
General Fund	Neighborhood Enhancement	100-62-5740	General Supplies	\$2,000	\$0	\$2,000	
General Fund	Neighborhood Enhancement	100-62-5750	Gasoline, Oil, & Tires	\$521	\$0	\$521	
Total				\$404,903	(\$42,500)	\$362,403	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	32%	\$362,403	\$115,969	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$362,403	76%	
Allocation of Citywide Overhead	\$115,969	24%	
Total	\$478,372	100%	

Allocation of Annual Labor Effort

Description	Total	Total	Notes
Indirect: General Admin; Mgmt; Policies; Procedures; Training; Public Info	33%	\$159,457	[c]
Direct: Long-Range Planning, Current Planning	67%	\$318,915	[c]
Total	100%	\$478,372	

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Code

Allocation of Annual Labor Effort Among Core Services

Description	Total	Total	Notes
Current Code Enforcement	40%	\$191,349	[c]
All Other Neighborhood Services	60%	\$287,023	[c]
Total	100%	\$478,372	

Revenue Summary

Acct #	Acct Desc	Actual 2023/24	Projected 2024/25	2025/26 Budget	Multi-Year Avg	Percentage	Notes
100-34-4621	Code Enforcement Fines	\$0	\$6,700	\$4,000	\$3,567	100%	
Total		\$0	\$6,700	\$4,000	\$3,567	100%	

Cost Recovery

Description	Total
Average Revenue	\$3,567
Expenditures	\$191,349
Cost Recovery Rate	2%
General Fund Subsidy	\$187,782

Calculation of Fully-Burdened Hourly Rate for Planning Fee-Related Services

Description	Total
Labor & Non-Prof Svcs/S'plies	\$362,403
Citywide OH	\$115,969
Total Costs for Hourly Rate	\$478,372
Direct Hours	2,121
Fully-Burdened Hourly Rate	\$226

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Code

Calculation of Cost Multiplier for Fully-Burdened Hourly Rate (Apply to Base Salary Cost Per Hour)

Description	FTE	Annual Hours Per FTE	Total Annual Hours	Estimated Salaries	Hourly Wage Rate Only Assuming Total Annual Hours	Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier (ICR)
Code Enforcement	1.95	2,080	4,056	\$185,865	\$46	\$226	4.93

Calculation of Fully-Burdened Hourly Rate by Position

Position	Total Salaries	Total FTE	Avg Salary Per FTE	Avg Salary Per Hour	ICR for Fully- Burdened Hourly Rate	Fully-Burdened Hourly Rate
Director of Community Dev	\$23,140	0.10	\$231,400	\$111	4.93	\$549
Planning Manager	\$16,434	0.10	\$164,341	\$79	4.93	\$390
Associate Planner	\$10,912	0.10	\$109,117	\$52	4.93	\$259
Assistant Planner	\$9,493	0.10	\$94,931	\$46	4.93	\$225
Principal Building Inspector	\$49,670	0.40	\$124,176	\$60	4.93	\$294
Code Enforcement Officer	\$23,270	0.25	\$93,080	\$45	4.93	\$221
Mgmt Assistant Comm Dev	\$32,571	0.35	\$93,059	\$45	4.93	\$221
Permit Technician - (PT)	\$20,375	0.55	\$37,045	\$18	4.93	\$88

[a] Source: FY 25/26 Adopted Budget.

[b] Source: Citywide overhead cost allocation developed for purposes of this analysis. See separate worksheet for details.

[c] Amounts intended to serve as reasonable estimates of direct activities v. indirect support to direct activities. Amounts may vary from year-to-year depending on activity, projects,

Calculation of Estimated Cost of Service

Fee Description		Est. Labor Hours		Hourly Rate	=	Est. Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Fee Change	Note
1	Boarding Permit Fee												
	a) Initial	1.50	x	\$226	=	\$339	\$225	66%	\$339	100%	Fixed Fee	\$114	
	b) Extension	0.50	x	\$226	=	\$113	\$75	66%	\$113	100%	Fixed Fee	\$38	
2	Mobile Food Vending Permit												
	a) Initial	1.00	x	\$226	=	\$226	\$150	66%	\$226	100%	Fixed Fee	\$76	
	b) Renewal	0.75	x	\$226	=	\$170	\$113	66%	\$170	100%	Fixed Fee	\$57	
3	Police Response Service Charge												[a]
	a) Initial Response / Warning					n/a - fine	No Charge	n/a - fine	No Charge	n/a - fine	Fixed Fine		
	b) 1st Subsequent Response					n/a - fine	\$100	n/a - fine	\$100	n/a - fine	Fixed Fine		
	c) 2nd Subsequent Response					n/a - fine	\$250	n/a - fine	\$250	n/a - fine	Fixed Fine		
	d) 3rd Subsequent Response and Any Thereafter					n/a - fine	\$500	n/a - fine	\$500	n/a - fine	Fixed Fine		
4	Sidewalk Vending Permit												
	a) Initial	1.00	x	\$226	=	\$226	\$150	66%	\$226	100%	Fixed Fee	\$76	
	b) Renewal	0.75	x	\$226	=	\$170	\$113	66%	\$170	100%	Fixed Fee	\$57	
5	Sidewalk Vending Violation												
	a) Violation with Proof of Valid Permit Issued by the City												
	i) First Violation					n/a - fine	\$100	n/a - fine	\$100	n/a - fine	Fixed Fine	\$0	
	ii) Second Violation within One (1) Year of the First Violation					n/a - fine	\$200	n/a - fine	\$200	n/a - fine	Fixed Fine	\$0	
	iii) Each Additional Violation within One (1) Year of the First Violation					n/a - fine	\$500	n/a - fine	\$500	n/a - fine	Fixed Fine	\$0	
	b) Violation without Proof of Valid Permit Issued by the City												
	i) First Violation					n/a - fine	\$250	n/a - fine	\$250	n/a - fine	Fixed Fine	\$0	
	ii) Second Violation within One (1) Year of the First Violation					n/a - fine	\$500	n/a - fine	\$500	n/a - fine	Fixed Fine	\$0	
	iii) Each Additional Violation within One (1) Year of the First Violation					n/a - fine	\$1,000	n/a - fine	\$1,000	n/a - fine	Fixed Fine	\$0	
6	Administrative Citations												
	a) Administrative Citation												
	i) First Violation					n/a - fine	\$100	n/a - fine	\$100	n/a - fine	Fixed Fine	\$0	
	ii) Second Violation within One (1) Year of the First Violation					n/a - fine	\$200	n/a - fine	\$200	n/a - fine	Fixed Fine	\$0	
	iii) Each Additional Violation within One (1) Year of the First Violation					n/a - fine	\$500	n/a - fine	\$500	n/a - fine	Fixed Fine	\$0	
	b) Administrative Citation Delinquency Penalty												
	i) Delinquency Penalty - Percent of Amount Due to the City					n/a - fine	10%	n/a - fine	10%	n/a - fine	Fixed Fine	\$0	
	ii) Delinquency Interest - Per Month, pro rata, of delinquent fine amount					n/a - fine	0.50%	n/a - fine	0.50%	n/a - fine	Fixed Fine	\$0	
7	Appeals												
	a) Hearing Officer Estimated Cos- Share of 50%	1.00	x	\$250		\$250	n/a - new	0%	\$250	100%	Fixed Fee	n/a - new	
	b) Deposit: A deposit equal to the full amount of the Citation Fees owed					Deposit	n/a -	n/a -	Varies	n/a -	Deposit	n/a - new	

[a] For multiple warnings to control the threat to the public peace, health, safety, or welfare. The City reserves the right to seek reimbursement for actual costs exceeding five hundred dollars through other legal remedies or procedure.

* Hourly rate intended to represent a reasonable estimate of the City's current full cost of service.

User and Regulatory Fees

Cost of Service Calculations

Film Permit

Calculation of Estimated Cost of Service - Film Permit Fees

Fee Description					Est. Labor Hours	Hourly Rate	Est. Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Fee Change	Note	
1	Film/Photography Permit													[a]	
	Cast and Crew Totaling One to Three Persons:														
	a) Permit Issuance Fee														
	i) Private Property					0.50	x	\$226 =	\$113	\$75	66%	\$113	100%	Fixed Fee	\$38
	ii) Private Property with Staging in Public Right of Way					1.00	x	\$226 =	\$226	\$150	66%	\$226	100%	Fixed Fee	\$76
	iii) Public Property					1.50	x	\$226 =	\$339	\$225	66%	\$339	100%	Fixed Fee	\$114
	b) Location Use Fee														
	i) Private Property								n/a	No Charge	n/a	No Charge	n/a	Per Day	
	ii) Private Property with Staging in Public Right of Way								n/a	\$100	n/a	\$100	n/a	Per Day	\$0
	iii) Public Property								n/a	\$250	n/a	\$250	n/a	Per Day	\$0
	Cast and Crew Totaling Four or More Persons:														
	a) Permit Issuance Fee														
	i) Private Property					1.00	x	\$226 =	\$226	\$150	66%	\$226	100%	Fixed Fee	\$76
	ii) Private Property with Staging in Public Right of Way					2.00	x	\$226 =	\$452	\$300	66%	\$452	100%	Fixed Fee	\$152
	iii) Public Property					3.00	x	\$226 =	\$678	\$450	66%	\$678	100%	Fixed Fee	\$228
	b) Location Use Fee														
	i) Private Property								n/a - fine	\$100	n/a	\$100	n/a	Per Day	\$0
	ii) Private Property with Staging in Public Right of Way								n/a - fine	\$200	n/a	\$200	n/a	Per Day	\$0
	iii) Public Property								n/a - fine	\$500	n/a	\$500	n/a	Per Day	\$0
	Other Fees, If Applicable														
2	Deposit for Use of City Personnel, Equipment, and Facilities									Varies - TBD		Varies - TBD		[b]	
3	Permit Extension					varies			varies	50% of permit issuance fee	0%	50% of permit issuance fee	100%	Fixed Fee	
4	Pre-Application Meeting (per meeting, upon request)					1.50	x	\$226 =	\$339	\$225	66%	\$339	100%	Fixed Fee	\$114
5	City Film Monitor (per hour, as needed)					1.00	x	\$226 =	\$226	\$150	66%	\$226	100%	Fixed Fee	\$76
	Violations:														
6	Filming/Photography without a Permit								n/a - fine	2 times applicable fees		2 times applicable fees	n/a - fine	Fine	
7	Violation of Permit					2.00	x	\$271 =	\$542	\$360	66%	\$542	100%	Per Day	\$182

[a] The City Manager may waive fees for bona fide student film/photography projects and non-profit projects with 501(c)(3) Federal Income Tax Status; however, the permitting process for filming/photography is still applicable for these projects (i.e., a permit is required). Service charges are still applicable.

[b] Initial deposit amount to be determined by City Manager or City Manager's designee depending on anticipated needs of production. Deposit will be charged against for specialized staff support and location use, as needed. Unused deposit amounts will be returned to permittee. If deposit is exhausted, additional deposit will be requested.

* Hourly rate intended to represent a reasonable estimate of the City's current full cost of service.

User and Regulatory Fees

Cost of Service Calculations

Development Specific Technology Enhancements / Land Management Tracking

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

Estimated Expenditures

#	Description	Total	Amortization / Update Frequency	Annual Cost	Note
1	Software and Licensing	\$50,000	1	\$ 50,000	[a]
2	Hardware Upgrades	\$25,000	10	\$ 2,500	[a]
3	Implementation	\$350,000	10	\$ 35,000	[a]
4	Contingency (10%)	\$50,000	10	\$ 5,000	[a]
5	Total	\$475,000		\$ 92,500	

[a] Useful life and ongoing licensing costs, and annual revenues estimated by ClearSource. Amounts are intended to represent reasonable estimates.

User and Regulatory Fees

Cost of Service Calculations

Police

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Police Support Services	100-74-5110	Salaries & Wages - Full-time	\$1,084,160	\$0	\$1,084,160	
General Fund	Police Support Services	100-74-5170	Uniform Allowance	\$3,700	\$0	\$3,700	
General Fund	Police Support Services	100-74-5220	FICA Contributions	\$29,323	\$0	\$29,323	
General Fund	Police Support Services	100-74-5230	Retirement Contributions	\$558,511	\$0	\$558,511	
General Fund	Police Support Services	100-74-5270	Other Employee Benefits	\$8,385	\$0	\$8,385	
General Fund	Police Support Services	100-74-5271	Defined Contribution	\$25,967	\$0	\$25,967	
General Fund	Police Support Services	100-74-5272	Workers' Compensation	\$69,694	\$0	\$69,694	
General Fund	Police Support Services	100-74-5273	Health Benefits	\$140,520	\$0	\$140,520	
General Fund	Police Support Services	100-74-5276	Life Insurance Benefit	\$1,966	\$0	\$1,966	
General Fund	Police Support Services	100-74-5280	Wellness Benefit	\$1,250	\$0	\$1,250	
General Fund	Police Support Services	100-74-5310	Dues & Memberships	\$2,275	\$0	\$2,275	
General Fund	Police Support Services	100-74-5320	Travel & Training	\$8,500	\$0	\$8,500	
General Fund	Police Support Services	100-74-5330	Meetings	\$4,100	\$0	\$4,100	
General Fund	Police Support Services	100-74-5340	Books & Periodicals	\$700	\$0	\$700	
General Fund	Police Support Services	100-74-5400	Contract Services - General	\$278,391	(\$278,391)	\$0	
General Fund	Police Support Services	100-74-5410	Legal Services	\$60,000	(\$60,000)	\$0	
General Fund	Police Support Services	100-74-54200	Professional Services	\$0	\$0	\$0	
General Fund	Police Support Services	100-74-5440	IT Services	\$112,000	\$0	\$112,000	
General Fund	Police Support Services	100-74-5511	Telephone	\$20,800	\$0	\$20,800	
General Fund	Police Support Services	100-74-5540	Vehicle Maintenance	\$2,000	\$0	\$2,000	
General Fund	Police Support Services	100-74-5560	Repair & Maintenance Services	\$16,000	\$0	\$16,000	
General Fund	Police Support Services	100-74-5570	Software Licensing & Support	\$64,481	\$0	\$64,481	
General Fund	Police Support Services	100-74-5590	Fleet Provision Charge	\$59,145	\$0	\$59,145	
General Fund	Police Support Services	100-74-5721	Special Department Supplies	\$500	\$0	\$500	
General Fund	Police Support Services	100-74-5740	General Supplies	\$16,000	\$0	\$16,000	
General Fund	Police Support Services	100-74-5750	Gasoline, Oil, & Tires	\$7,678	\$0	\$7,678	
Total				\$2,576,046	(\$338,391)	\$2,237,655	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	32%	\$2,237,655	\$716,049	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$2,237,655	76%	
Allocation of Citywide Overhead	\$716,049	24%	
Total	\$2,953,704	100%	

Allocation

Division	Divisional Expense	Share	Allocation	Notes
Patrol Services	\$8,144,139	66%	\$1,937,599	100-72
Investigative Services	\$1,719,331	14%	\$409,052	100-73
Police Communications/Jail	\$1,624,577	13%	\$386,508	100-75
Police Records	\$624,813	5%	\$148,651	100-76
Emergency / Disaster Services	\$220,404	2%	\$52,437	100-77
Police Community Outreach	\$81,782	1%	\$19,457	100-71
Total	\$12,415,046	100%	\$2,953,704	

[a] Source: FY 25/26 Adopted Budget.

[b] Source: Citywide overhead cost allocation developed for purposes of this analysis. See separate worksheet for details.

[c] Intended to represent a reasonable allocation of department administration costs to direct service divisions.

City of Signal Hill
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Police Department

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Patrol	Investigative Svcs	Comm'ncts / Jail	Records	Emergency / Disaster Svcs	Community Outreach	Total	Notes
General Fund	Patrol Services	100-72-5110	Salaries & Wages - Full-time	\$3,769,967	\$0	\$3,769,967	\$3,769,967						\$3,769,967	
General Fund	Patrol Services	100-72-5115	Part-time Salaries	\$25,914	\$0	\$25,914	\$25,914						\$25,914	
General Fund	Patrol Services	100-72-5130	Overtime Salaries	\$456,941	(\$456,941)	\$0	\$0						\$0	
General Fund	Patrol Services	100-72-5131	Court Overtime Salaries	\$40,665	(\$40,665)	\$0	\$0						\$0	
General Fund	Patrol Services	100-72-5132	Briefing Overtime Salaries	\$39,519	(\$39,519)	\$0	\$0						\$0	
General Fund	Patrol Services	100-72-5170	Uniform Allowance	\$24,050	\$0	\$24,050	\$24,050						\$24,050	
General Fund	Patrol Services	100-72-5220	FICA Contributions	\$59,567	\$0	\$59,567	\$59,567						\$59,567	
General Fund	Patrol Services	100-72-5230	Retirement Contributions	\$2,144,557	\$0	\$2,144,557	\$2,144,557						\$2,144,557	
General Fund	Patrol Services	100-72-5270	Other Employee Benefits	\$23,056	\$0	\$23,056	\$23,056						\$23,056	
General Fund	Patrol Services	100-72-5272	Workers' Compensation	\$234,884	\$0	\$234,884	\$234,884						\$234,884	
General Fund	Patrol Services	100-72-5273	Health Benefits	\$554,520	\$0	\$554,520	\$554,520						\$554,520	
General Fund	Patrol Services	100-72-5276	Life Insurance Benefit	\$1,966	\$0	\$1,966	\$1,966						\$1,966	
General Fund	Patrol Services	100-72-5310	Dues & Memberships	\$1,200	\$0	\$1,200	\$1,200						\$1,200	
General Fund	Patrol Services	100-72-5320	Travel & Training	\$39,200	\$0	\$39,200	\$39,200						\$39,200	
General Fund	Patrol Services	100-72-5330	Meetings	\$200	\$0	\$200	\$200						\$200	
General Fund	Patrol Services	100-72-5340	Books & Periodicals	\$450	\$0	\$450	\$450						\$450	
General Fund	Patrol Services	100-72-5400	Contract Services - General	\$114,042	(\$114,042)	\$0	\$0						\$0	
General Fund	Patrol Services	100-72-5511	Telephone	\$9,400	\$0	\$9,400	\$9,400						\$9,400	
General Fund	Patrol Services	100-72-5590	Fleet Provision Charge	\$274,650	\$0	\$274,650	\$274,650						\$274,650	
General Fund	Patrol Services	100-72-5721	Special Department Supplies	\$37,000	\$0	\$37,000	\$37,000						\$37,000	
General Fund	Patrol Services	100-72-5730	Uniforms	\$27,000	\$0	\$27,000	\$27,000						\$27,000	
General Fund	Patrol Services	100-72-5740	General Supplies	\$19,175	\$0	\$19,175	\$19,175						\$19,175	
General Fund	Patrol Services	100-72-5750	Gasoline, Oil, & Tires	\$86,216	\$0	\$86,216	\$86,216						\$86,216	
General Fund	Patrol Services	100-72-5840	Capital Outlay	\$160,000	(\$160,000)	\$0	\$0						\$0	
Total				\$8,144,139	(\$811,167)	\$7,332,972	\$7,332,972	\$0	\$0	\$0	\$0	\$0	\$7,332,972	

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Patrol	Investigative Svcs	Comm'ncts / Jail	Records	Emergency / Disaster Svcs	Community Outreach	Total	Notes
General Fund	Investigative Services	100-73-5110	Salaries & Wages - Full-time	\$887,358	\$0	\$887,358		\$887,358					\$887,358	
General Fund	Investigative Services	100-73-5115	Part-time Salaries	\$50,152	\$0	\$50,152		\$50,152					\$50,152	
General Fund	Investigative Services	100-73-5170	Uniform Allowance	\$4,625	\$0	\$4,625		\$4,625					\$4,625	
General Fund	Investigative Services	100-73-5220	FICA Contributions	\$19,360	\$0	\$19,360		\$19,360					\$19,360	
General Fund	Investigative Services	100-73-5230	Retirement Contributions	\$510,581	\$0	\$510,581		\$510,581					\$510,581	
General Fund	Investigative Services	100-73-5270	Other Employee Benefits	\$5,666	\$0	\$5,666		\$5,666					\$5,666	
General Fund	Investigative Services	100-73-5272	Workers' Compensation	\$49,453	\$0	\$49,453		\$49,453					\$49,453	
General Fund	Investigative Services	100-73-5273	Health Benefits	\$121,320	\$0	\$121,320		\$121,320					\$121,320	
General Fund	Investigative Services	100-73-5276	Life Insurance Benefit	\$454	\$0	\$454		\$454					\$454	
General Fund	Investigative Services	100-73-5310	Dues & Memberships	\$400	\$0	\$400		\$400					\$400	
General Fund	Investigative Services	100-73-5320	Travel & Training	\$7,000	\$0	\$7,000		\$7,000					\$7,000	
General Fund	Investigative Services	100-73-5330	Meetings	\$200	\$0	\$200		\$200					\$200	
General Fund	Investigative Services	100-73-5340	Books & Periodicals	\$250	\$0	\$250		\$250					\$250	
General Fund	Investigative Services	100-73-5400	Contract Services - General	\$16,700	(\$16,700)	\$0		\$0					\$0	
General Fund	Investigative Services	100-73-5511	Telephone	\$3,750	\$0	\$3,750		\$3,750					\$3,750	
General Fund	Investigative Services	100-73-5590	Fleet Provision Charge	\$28,757	\$0	\$28,757		\$28,757					\$28,757	
General Fund	Investigative Services	100-73-5721	Special Department Supplies	\$1,000	\$0	\$1,000		\$1,000					\$1,000	
General Fund	Investigative Services	100-73-5730	Uniforms	\$1,200	\$0	\$1,200		\$1,200					\$1,200	
General Fund	Investigative Services	100-73-5740	General Supplies	\$7,850	\$0	\$7,850		\$7,850					\$7,850	
General Fund	Investigative Services	100-73-5750	Gasoline, Oil, & Tires	\$3,254	\$0	\$3,254		\$3,254					\$3,254	
Total				\$1,719,331	(\$16,700)	\$1,702,631	\$0	\$1,702,631	\$0	\$0	\$0	\$0	\$1,702,631	

City of Signal Hill
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Police Department

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Patrol	Investigative Svcs	Comm'ncts / Jail	Records	Emergency / Disaster Svcs	Community Outreach	Total	Notes
General Fund	Communications/Jail	100-75-5110	Salaries & Wages - Full-time	\$633,737	\$0	\$633,737			\$633,737				\$633,737	
General Fund	Communications/Jail	100-75-5130	Overtime Salaries	\$50,804	(\$50,804)	\$0			\$0				\$0	
General Fund	Communications/Jail	100-75-5220	FICA Contributions	\$52,554	\$0	\$52,554			\$52,554				\$52,554	
General Fund	Communications/Jail	100-75-5230	Retirement Contributions	\$199,822	\$0	\$199,822			\$199,822				\$199,822	
General Fund	Communications/Jail	100-75-5270	Other Employee Benefits	\$9,209	\$0	\$9,209			\$9,209				\$9,209	
General Fund	Communications/Jail	100-75-5272	Workers' Compensation	\$27,274	\$0	\$27,274			\$27,274				\$27,274	
General Fund	Communications/Jail	100-75-5273	Health Benefits	\$172,016	\$0	\$172,016			\$172,016				\$172,016	
General Fund	Communications/Jail	100-75-5276	Life Insurance Benefit	\$561	\$0	\$561			\$561				\$561	
General Fund	Communications/Jail	100-75-5320	Travel & Training	\$7,000	\$0	\$7,000			\$7,000				\$7,000	
General Fund	Communications/Jail	100-75-5330	Meetings	\$150	\$0	\$150			\$150				\$150	
General Fund	Communications/Jail	100-75-5400	Contract Services - General	\$3,000	(\$3,000)	\$0			\$0				\$0	
General Fund	Communications/Jail	100-75-5511	Telephone	\$10,000	\$0	\$10,000			\$10,000				\$10,000	
General Fund	Communications/Jail	100-75-5552	Rental of Equipment & Vehicles	\$21,000	\$0	\$21,000			\$21,000				\$21,000	
General Fund	Communications/Jail	100-75-5560	Repair & Maintenance Svcs	\$0	\$0	\$0			\$0				\$0	
General Fund	Communications/Jail	100-75-5570	Software Licensing & Support	\$407,489	\$0	\$407,489			\$407,489				\$407,489	
General Fund	Communications/Jail	100-75-5590	Fleet Provision Charge	\$11,829	\$0	\$11,829			\$11,829				\$11,829	
General Fund	Communications/Jail	100-75-5721	Special Department Supplies	\$9,750	\$0	\$9,750			\$9,750				\$9,750	
General Fund	Communications/Jail	100-75-5730	Uniforms	\$4,500	\$0	\$4,500			\$4,500				\$4,500	
General Fund	Communications/Jail	100-75-5740	General Supplies	\$3,000	\$0	\$3,000			\$3,000				\$3,000	
General Fund	Communications/Jail	100-75-5750	Gasoline, Oil, & Tires	\$881	\$0	\$881			\$881				\$881	
Total				\$1,624,577	(\$53,804)	\$1,570,773	\$0	\$0	\$1,570,773	\$0	\$0	\$0	\$1,570,773	

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Patrol	Investigative Svcs	Comm'ncts / Jail	Records	Emergency / Disaster Svcs	Community Outreach	Total	Notes
General Fund	Police Records	100-76-5110	Salaries & Wages - Full-time	\$236,003	\$0	\$236,003				\$236,003			\$236,003	
General Fund	Police Records	100-76-5115	Part-time Salaries	\$109,899	\$0	\$109,899				\$109,899			\$109,899	
General Fund	Police Records	100-76-5130	Overtime Salaries	\$5,000	(\$5,000)	\$0				\$0			\$0	
General Fund	Police Records	100-76-5220	FICA Contributions	\$19,837	\$0	\$19,837				\$19,837			\$19,837	
General Fund	Police Records	100-76-5230	Retirement Contributions	\$69,756	\$0	\$69,756				\$69,756			\$69,756	
General Fund	Police Records	100-76-5270	Other Employee Benefits	\$3,511	\$0	\$3,511				\$3,511			\$3,511	
General Fund	Police Records	100-76-5272	Workers' Compensation	\$25,862	\$0	\$25,862				\$25,862			\$25,862	
General Fund	Police Records	100-76-5273	Health Benefits	\$65,460	\$0	\$65,460				\$65,460			\$65,460	
General Fund	Police Records	100-76-5276	Life Insurance Benefit	\$227	\$0	\$227				\$227			\$227	
General Fund	Police Records	100-76-5310	Dues & Memberships	\$200	\$0	\$200				\$200			\$200	
General Fund	Police Records	100-76-5320	Travel & Training	\$6,950	\$0	\$6,950				\$6,950			\$6,950	
General Fund	Police Records	100-76-5330	Meetings	\$100	\$0	\$100				\$100			\$100	
General Fund	Police Records	100-76-5400	Contract Services - General	\$10,000	(\$10,000)	\$0				\$0			\$0	
General Fund	Police Records	100-76-5420	Professional Services	\$47,000	(\$47,000)	\$0				\$0			\$0	
General Fund	Police Records	100-76-5590	Fleet Provision Charge	\$4,147	\$0	\$4,147				\$4,147			\$4,147	
General Fund	Police Records	100-76-5730	Uniforms	\$2,200	\$0	\$2,200				\$2,200			\$2,200	
General Fund	Police Records	100-76-5740	General Supplies	\$9,850	\$0	\$9,850				\$9,850			\$9,850	
General Fund	Police Records	100-76-5750	Gasoline, Oil, & Tires	\$8,810	\$0	\$8,810				\$8,810			\$8,810	
Total				\$624,813	(\$62,000)	\$562,813	\$0	\$0	\$0	\$562,813	\$0	\$0	\$562,813	

City of Signal Hill
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Police Department

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Patrol	Investigative Svcs	Comm'ncts / Jail	Records	Emergency / Disaster Svcs	Community Outreach	Total	Notes
General Fund	Emergency/Disaster Svcs	100-77-5110	Salaries & Wages - Full-time	\$130,139	\$0	\$130,139					\$130,139		\$130,139	
General Fund	Emergency/Disaster Svcs	100-77-5130	Overtime Salaries	\$5,000	(\$5,000)	\$0					\$0		\$0	
General Fund	Emergency/Disaster Svcs	100-77-5220	FICA Contributions	\$9,956	\$0	\$9,956					\$9,956		\$9,956	
General Fund	Emergency/Disaster Svcs	100-77-5230	Retirement Contributions	\$35,752	\$0	\$35,752					\$35,752		\$35,752	
General Fund	Emergency/Disaster Svcs	100-77-5270	Other Employee Benefits	\$1,819	\$0	\$1,819					\$1,819		\$1,819	
General Fund	Emergency/Disaster Svcs	100-77-5272	Workers' Compensation	\$1,742	\$0	\$1,742					\$1,742		\$1,742	
General Fund	Emergency/Disaster Svcs	100-77-5273	Health Benefits	\$15,420	\$0	\$15,420					\$15,420		\$15,420	
General Fund	Emergency/Disaster Svcs	100-77-5276	Life Insurance Benefit	\$76	\$0	\$76					\$76		\$76	
General Fund	Emergency/Disaster Svcs	100-77-5310	Dues & Memberships	\$500	\$0	\$500					\$500		\$500	
General Fund	Emergency/Disaster Svcs	100-77-5320	Travel & Training	\$6,800	\$0	\$6,800					\$6,800		\$6,800	
General Fund	Emergency/Disaster Svcs	100-77-5511	Telephone	\$1,200	\$0	\$1,200					\$1,200		\$1,200	
General Fund	Emergency/Disaster Svcs	100-77-5721	Special Department Supplies	\$5,000	\$0	\$5,000					\$5,000		\$5,000	
General Fund	Emergency/Disaster Svcs	100-77-5740	General Supplies	\$7,000	\$0	\$7,000					\$7,000		\$7,000	
Total				\$220,404	(\$5,000)	\$215,404	\$0	\$0	\$0	\$0	\$215,404	\$0	\$215,404	

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Patrol	Investigative Svcs	Comm'ncts / Jail	Records	Emergency / Disaster Svcs	Community Outreach	Total	Notes
General Fund	Community Outreach	100-71-5130	Overtime Salaries	\$41,393	(\$41,393)	\$0						\$0	\$0	
General Fund	Community Outreach	100-71-5320	Travel & Training	\$500	\$0	\$500						\$500	\$500	
General Fund	Community Outreach	100-71-5330	Meetings	\$3,100	\$0	\$3,100						\$3,100	\$3,100	
General Fund	Community Outreach	100-71-5590	Fleet Provision Charge	\$21,754	\$0	\$21,754						\$21,754	\$21,754	
General Fund	Community Outreach	100-71-5730	Uniforms	\$2,000	\$0	\$2,000						\$2,000	\$2,000	
General Fund	Community Outreach	100-71-5740	General Supplies	\$8,000	\$0	\$8,000						\$8,000	\$8,000	
General Fund	Community Outreach	100-71-5750	Gasoline, Oil, & Tires	\$5,035	\$0	\$5,035						\$5,035	\$5,035	
Total				\$81,782	(\$41,393)	\$40,389	\$0	\$0	\$0	\$0	\$0	\$40,389	\$40,389	

Total				\$12,415,046	(\$990,064)	\$11,424,981	\$7,332,972	\$1,702,631	\$1,570,773	\$562,813	\$215,404	\$40,389	\$11,424,981	
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Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Patrol	Investigative Svcs	Comm'ncts / Jail	Records	Emergency / Disaster Svcs	Community Outreach	Total	Notes
Citywide Overhead Allocation	32%	\$11,424,981	\$3,655,994	\$2,346,551	\$544,842	\$502,647	\$180,100	\$68,929	\$12,924	\$3,655,994	[b]

Allocation of Department Administration

Description	Total	Patrol	Investigative Svcs	Comm'ncts / Jail	Records	Emergency / Disaster Svcs	Community Outreach	Total	Notes
Police Department Administration	\$2,953,704	\$1,937,599	\$409,052	\$386,508	\$148,651	\$52,437	\$19,457	\$2,953,704	[c]

Allocation of Total Costs

Description	Total	Patrol	Investigative Svcs	Comm'ncts / Jail	Records	Emergency / Disaster Svcs	Community Outreach	Total	Notes
Direct	\$11,424,981	\$7,332,972	\$1,702,631	\$1,570,773	\$562,813	\$215,404	\$40,389	\$11,424,981	
Citywide Overhead	\$3,655,994	\$2,346,551	\$544,842	\$502,647	\$180,100	\$68,929	\$12,924	\$3,655,994	
Department Administration	\$2,953,704	\$1,937,599	\$409,052	\$386,508	\$148,651	\$52,437	\$19,457	\$2,953,704	
Total	\$18,034,680	\$11,617,121	\$2,656,524	\$2,459,929	\$891,564	\$336,771	\$72,771	\$18,034,680	

City of Signal Hill
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Police Department

Productive Hours Per FTE

Description	Total	Notes
Costs	2,080	
Less: Leave	232	
Productive Hours	1,848	
Direct Service Ratio	80%	
Direct Hours Avg Per FTE	1,478	

Total Hours

Description	FTE	Productive Hours	Direct Hours	Notes
Patrol	26.70	49,342	39,473	
Investigative Services	6.00	11,088	8,870	
Communications	8.00	14,784	11,827	
Records	5.50	10,164	8,131	
Total	46.20	85,378	68,302	

Fully-Burdened Hourly Rate Patrol

Description	Total	Notes
Costs	\$11,617,121	
Productive Hours	49,342	
Hourly Rate	\$235	

Fully-Burdened Hourly Rate Investigative Services

Description	Total	Notes
Costs	\$2,656,524	
Productive Hours	11,088	
Hourly Rate	\$240	

Fully-Burdened Hourly Rate Communications

Description	Total	Notes
Costs	\$2,459,929	
Productive Hours	14,784	
Hourly Rate	\$166	

Fully-Burdened Hourly Rate Records

Description	Total	Notes
Costs	\$891,564	
Productive Hours	10,164	
Hourly Rate	\$88	

[a] Source: FY 25/26 Adopted Budget.

[b] Source: Citywide overhead cost allocation developed for purposes of this analysis. See separate worksheet for details.

[c] See separate worksheet.

Fee Description	Patrol Svcs	Admin / Investigative Svcs	Records		\$235				\$240				\$88				Current Fee	Current Est. Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Note
					Patrol Svcs	Admin / Investigative Svcs	Records		Patrol Svcs	Admin / Investigative Svcs	Records		Patrol Svcs	Admin / Investigative Svcs	Records							
1 Reports																						
a) Copy of Accident / Incident Report			0.33	x	\$0	\$0	\$29	=	\$29	\$24	100%	\$29	100%	\$5				\$29	100%	\$5		
b) Copy of Arrest Report			0.33	x	\$0	\$0	\$29	=	\$29	\$24	100%	\$29	100%	\$5				\$29	100%	\$5		
2 DMV Discovery Request		0.50	1.25	x	\$0	\$120	\$110	=	\$230	\$197	100%	\$230	100%	\$34				\$230	100%	\$34		
3 Immigration / Passport Clearance Letter		0.17		x	\$0	\$40	\$0	=	\$40	\$36	100%	\$40	100%	\$5				\$40	100%	\$5		
4 Citation Sign-off	0.17			x	\$39	\$0	\$0	=	\$39	\$26	81%	\$39	100%	\$13				\$39	100%	\$13		
5 Preferential Parking Permit																						
a) Per Vehicle			0.17	x	\$0	\$0	\$15	=	\$15	\$12	100%	\$15	100%	\$3				\$15	100%	\$3		
b) Visitor Parking Permit			0.17	x	\$0	\$0	\$15	=	\$15	\$7	58%	\$15	100%	\$8				\$15	100%	\$8		
c) Overnight Parking Permit			0.17	x	\$0	\$0	\$15	=	\$15	\$12	100%	\$15	100%	\$3				\$15	100%	\$3		
d) Oversized Vehicle Parking Permit			0.33	x	\$0	\$0	\$29	=	\$29	\$21	88%	\$29	100%	\$8				\$29	100%	\$8		
6 Alarm Permit																						
a) Business Alarm Permit (2-Year Permit)										\$34		\$34		\$0				\$34		\$0		
b) Residential Alarm Permit (2-Year Permit)										\$17		\$17		\$0				\$17		\$0		
7 Alarm Fine (within any 12 consecutive months)																						
a) First False Alarm	0.50			x	\$118	\$0	\$0	=	\$118	\$0	0%	\$0	0%	\$0				\$0	0%	\$0		
b) Burglary Alarm: Second and Subsequent False	0.50			x	\$118	\$0	\$0	=	\$118	\$70	73%	\$118	100%	\$48				\$118	100%	\$48		
c) Robbery Alarm: Second and Subsequent False Alarm	0.75			x	\$176	\$0	\$0	=	\$176	\$140	97%	\$176	100%	\$36				\$176	100%	\$36		
8 Vehicle Impound	1.00		0.33	x	\$235	\$0	\$29	=	\$264	\$200	92%	\$264	100%	\$64				\$264	100%	\$64		
9 Repossession Fee										\$15	n/a	\$15	n/a	\$0				\$15	n/a	\$0		[a]
10 Firearm Sales Permit		0.75	0.50	x	\$0	\$180	\$44	=	\$224	\$196	100%	\$224	100%	\$28				\$224	100%	\$28		
11 Massage Permit																						
a) Massage Establishment Permit		2.00	0.75	x	\$0	\$480	\$66	=	\$546	\$480	100%	\$546	100%	\$66				\$546	100%	\$66		
b) Massage Technician Permit		1.00	0.75	x	\$0	\$240	\$66	=	\$306	\$267	100%	\$306	100%	\$39				\$306	100%	\$39		
12 Pawnbroker Permit / Renewal		0.75	0.50	x	\$0	\$180	\$44	=	\$224	\$196	100%	\$224	100%	\$28				\$224	100%	\$28		
13 Private Patrol System Permit																						
a) Per Business		0.75	0.50	x	\$0	\$180	\$44	=	\$224	\$125	64%	\$224	100%	\$99				\$224	100%	\$99		
b) Per Private Patrol Officer		0.25	0.17	x	\$0	\$60	\$15	=	\$75	\$10	15%	\$75	100%	\$65				\$75	100%	\$65		
14 Concealed Weapon Permit																						
a) New		2.00	1.00	x	\$0	\$480	\$88	=	\$568	\$498	100%	\$568	100%	\$70				\$568	100%	\$70		[b]
b) Renewal										\$25		\$25		\$0				\$25		\$0		[b]
c) Psychological Testing										\$125		\$125		\$0				\$125		\$0		[b]
d) Modification of Permit										\$10		\$10		\$0				\$10		\$0		[b]
15 Special Events Staffing										Actual Cost		Actual Cost						Actual Cost				
16 Subpoena (Officer for Civil Court)										State Max		State Max						State Max				
17 Call History List										No Charge		No Charge						No Charge				
18 Bicycle License										\$1		\$1						\$1				

[a] Fee set by State of California.

[b] In addition to amounts, shown, additional amounts due to Department of Justice and/or other agencies will be collected.

User and Regulatory Fees

Cost of Service Calculations

Public Works

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Public Works & Water

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Engineering	Environmental	Grounds	Street Maint	Water	Water Admin	Total	Notes
General Fund	Engineering	100-91-5110	Salaries & Wages - Full-time	\$334,466	\$0	\$334,466	\$334,466						\$334,466	
General Fund	Engineering	100-91-5130	Overtime Salaries	\$3,824	(\$3,824)	\$0	\$0						\$0	
General Fund	Engineering	100-91-5139	Compensated Absences	\$0	\$0	\$0	\$0						\$0	
General Fund	Engineering	100-91-5160	Car Allowance	\$1,260	\$0	\$1,260	\$1,260						\$1,260	
General Fund	Engineering	100-91-5220	FICA Contributions	\$25,683	\$0	\$25,683	\$25,683						\$25,683	
General Fund	Engineering	100-91-5230	Retirement Contributions	\$203,692	\$0	\$203,692	\$203,692						\$203,692	
General Fund	Engineering	100-91-5270	Other Employee Benefits	\$4,597	\$0	\$4,597	\$4,597						\$4,597	
General Fund	Engineering	100-91-5271	Defined Contribution	\$6,050	\$0	\$6,050	\$6,050						\$6,050	
General Fund	Engineering	100-91-5272	Workers' Compensation	\$8,653	\$0	\$8,653	\$8,653						\$8,653	
General Fund	Engineering	100-91-5273	Health Benefits	\$52,067	\$0	\$52,067	\$52,067						\$52,067	
General Fund	Engineering	100-91-5276	Life Insurance Benefit	\$577	\$0	\$577	\$577						\$577	
General Fund	Engineering	100-91-5277	Other Optional Benefit	\$0	\$0	\$0	\$0						\$0	
General Fund	Engineering	100-91-5280	Wellness Benefit	\$344	\$0	\$344	\$344						\$344	
General Fund	Engineering	100-91-5310	Dues & Memberships	\$1,660	\$0	\$1,660	\$1,660						\$1,660	
General Fund	Engineering	100-91-5320	Travel & Training	\$7,300	\$0	\$7,300	\$7,300						\$7,300	
General Fund	Engineering	100-91-5330	Meetings	\$3,000	\$0	\$3,000	\$3,000						\$3,000	
General Fund	Engineering	100-91-5340	Books & Periodicals	\$650	\$0	\$650	\$650						\$650	
General Fund	Engineering	100-91-5400	Contract Services - General	\$325,000	(\$325,000)	\$0	\$0						\$0	
General Fund	Engineering	100-91-5410	Legal Services	\$20,000	(\$20,000)	\$0	\$0						\$0	
General Fund	Engineering	100-91-5423	Engineering Services	\$50,000	\$0	\$50,000	\$50,000						\$50,000	
General Fund	Engineering	100-91-5511	Telephone	\$13,000	\$0	\$13,000	\$13,000						\$13,000	
General Fund	Engineering	100-91-5590	Fleet Provision Charge	\$20,470	\$0	\$20,470	\$20,470						\$20,470	
General Fund	Engineering	100-91-5595	Comm. Inter-Dept Charge	\$27,858	\$0	\$27,858	\$27,858						\$27,858	
General Fund	Engineering	100-91-5630	Media Services	\$2,000	\$0	\$2,000	\$2,000						\$2,000	
General Fund	Engineering	100-91-5740	General Supplies	\$4,000	\$0	\$4,000	\$4,000						\$4,000	
Total				\$1,116,152	(\$348,824)	\$767,328	\$767,328	\$0	\$0	\$0	\$0	\$0	\$767,328	

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Engineering	Environmental	Grounds	Street Maint	Water	Water Admin	Total	Notes
General Fund	Environmental Programs	100-93-5110	Salaries & Wages - Full-time	\$225,411	\$0	\$225,411		\$225,411					\$225,411	
General Fund	Environmental Programs	100-93-5130	Overtime Salaries	\$1,000	(\$1,000)	\$0		\$0					\$0	
General Fund	Environmental Programs	100-93-5160	Car Allowance	\$432	\$0	\$432		\$432					\$432	
General Fund	Environmental Programs	100-93-5220	FICA Contributions	\$17,277	\$0	\$17,277		\$17,277					\$17,277	
General Fund	Environmental Programs	100-93-5230	Retirement Contributions	\$19,237	\$0	\$19,237		\$19,237					\$19,237	
General Fund	Environmental Programs	100-93-5270	Other Employee Benefits	\$3,174	\$0	\$3,174		\$3,174					\$3,174	
General Fund	Environmental Programs	100-93-5271	Defined Contribution	\$4,162	\$0	\$4,162		\$4,162					\$4,162	
General Fund	Environmental Programs	100-93-5272	Workers' Compensation	\$3,109	\$0	\$3,109		\$3,109					\$3,109	
General Fund	Environmental Programs	100-93-5273	Health Benefits	\$38,718	\$0	\$38,718		\$38,718					\$38,718	
General Fund	Environmental Programs	100-93-5276	Life Insurance Benefit	\$481	\$0	\$481		\$481					\$481	
General Fund	Environmental Programs	100-93-5277	Other Optional Benefit	\$0	\$0	\$0		\$0					\$0	
General Fund	Environmental Programs	100-93-5280	Wellness Benefit	\$258	\$0	\$258		\$258					\$258	
General Fund	Environmental Programs	100-93-5310	Dues & Memberships	\$15,225	\$0	\$15,225		\$15,225					\$15,225	
General Fund	Environmental Programs	100-93-5320	Travel & Training	\$2,850	\$0	\$2,850		\$2,850					\$2,850	
General Fund	Environmental Programs	100-93-5330	Meetings	\$0	\$0	\$0		\$0					\$0	
General Fund	Environmental Programs	100-93-5340	Books & Periodicals	\$250	\$0	\$250		\$250					\$250	
General Fund	Environmental Programs	100-93-5400	Contract Services - General	\$254,050	(\$254,050)	\$0		\$0					\$0	
General Fund	Environmental Programs	100-93-5410	Legal Services	\$18,000	(\$18,000)	\$0		\$0					\$0	
General Fund	Environmental Programs	100-93-5420	Professional Services	\$0	\$0	\$0		\$0					\$0	
General Fund	Environmental Programs	100-93-5425	TMDL Watershed Professional S	\$161,439	(\$161,439)	\$0		\$0					\$0	
General Fund	Environmental Programs	100-93-5522	Bus Shelter Cleaning	\$0	\$0	\$0		\$0					\$0	
General Fund	Environmental Programs	100-93-5525	Street Sweeping Services	\$345,000	\$0	\$345,000		\$345,000					\$345,000	

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Public Works & Water

General Fund	Environmental Programs	100-93-5630	Media Services	\$700	\$0	\$700		\$700				\$700	
General Fund	Environmental Programs	100-93-5633	Public Education	\$5,150	\$0	\$5,150		\$5,150				\$5,150	
General Fund	Environmental Programs	100-93-5691	NPDES Fee	\$7,500	(\$7,500)	\$0		\$0				\$0	
General Fund	Environmental Programs	100-93-5740	General Supplies	\$300	\$0	\$300		\$300				\$300	
Total				\$1,123,722	(\$441,989)	\$681,733	\$0	\$681,733	\$0	\$0	\$0	\$0	\$681,733

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Engineering	Environmental	Grounds	Street Maint	Water	Water Admin	Total	Notes
General Fund	Grounds Maintenance	100-94-5110	Salaries & Wages - Full-time	\$340,148	\$0	\$340,148			\$340,148				\$340,148	
General Fund	Grounds Maintenance	100-94-5130	Overtime Salaries	\$14,021	(\$14,021)	\$0			\$0				\$0	
General Fund	Grounds Maintenance	100-94-5160	Car Allowance	\$360	\$0	\$360			\$360				\$360	
General Fund	Grounds Maintenance	100-94-5220	FICA Contributions	\$26,049	\$0	\$26,049			\$26,049				\$26,049	
General Fund	Grounds Maintenance	100-94-5230	Retirement Contributions	\$28,085	\$0	\$28,085			\$28,085				\$28,085	
General Fund	Grounds Maintenance	100-94-5270	Other Employee Benefits	\$4,871	\$0	\$4,871			\$4,871				\$4,871	
General Fund	Grounds Maintenance	100-94-5271	Defined Contribution	\$2,879	\$0	\$2,879			\$2,879				\$2,879	
General Fund	Grounds Maintenance	100-94-5272	Workers' Compensation	\$7,183	\$0	\$7,183			\$7,183				\$7,183	
General Fund	Grounds Maintenance	100-94-5273	Health Benefits	\$80,640	\$0	\$80,640			\$80,640				\$80,640	
General Fund	Grounds Maintenance	100-94-5276	Life Insurance Benefit	\$495	\$0	\$495			\$495				\$495	
General Fund	Grounds Maintenance	100-94-5277	Other Optional Benefit	\$0	\$0	\$0			\$0				\$0	
General Fund	Grounds Maintenance	100-94-5280	Wellness Benefit	\$170	\$0	\$170			\$170				\$170	
General Fund	Grounds Maintenance	100-94-5310	Dues & Memberships	\$600	\$0	\$600			\$600				\$600	
General Fund	Grounds Maintenance	100-94-5320	Travel & Training	\$4,700	\$0	\$4,700			\$4,700				\$4,700	
General Fund	Grounds Maintenance	100-94-5330	Meetings	\$500	\$0	\$500			\$500				\$500	
General Fund	Grounds Maintenance	100-94-5340	Books & Periodicals	\$100	\$0	\$100			\$100				\$100	
General Fund	Grounds Maintenance	100-94-5400	Contract Services - General	\$81,300	(\$81,300)	\$0			\$0				\$0	
General Fund	Grounds Maintenance	100-94-5511	Telephone/Data	\$1,704	\$0	\$1,704			\$1,704				\$1,704	
General Fund	Grounds Maintenance	100-94-5512	Utility Services	\$288,425	\$0	\$288,425			\$288,425				\$288,425	
General Fund	Grounds Maintenance	100-94-5530	Lawn Care Services	\$579,428	(\$579,428)	\$0			\$0				\$0	
General Fund	Grounds Maintenance	100-94-5531	Arborist Services	\$18,000	\$0	\$18,000			\$18,000				\$18,000	
General Fund	Grounds Maintenance	100-94-5560	Repair & Maintenance Services	\$0	\$0	\$0			\$0				\$0	
General Fund	Grounds Maintenance	100-94-5730	Uniforms	\$1,500	\$0	\$1,500			\$1,500				\$1,500	
General Fund	Grounds Maintenance	100-94-5740	General Supplies	\$47,000	\$0	\$47,000			\$47,000				\$47,000	
General Fund	Grounds Maintenance	100-94-5742	Tools	\$2,000	\$0	\$2,000			\$2,000				\$2,000	
General Fund	Grounds Maintenance	100-94-5750	Gasoline, Oil, & Tires	\$5,177	\$0	\$5,177			\$5,177				\$5,177	
Total				\$1,535,335	(\$674,749)	\$860,586	\$0	\$0	\$860,586	\$0	\$0	\$0	\$860,586	

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Engineering	Environmental	Grounds	Street Maint	Water	Water Admin	Total	Notes
General Fund	Street Maintenance	100-95-5110	Salaries & Wages - Full-time	\$642,523	\$0	\$642,523				\$642,523			\$642,523	
General Fund	Street Maintenance	100-95-5115	Part-time Salaries	\$5,430	\$0	\$5,430				\$5,430			\$5,430	
General Fund	Street Maintenance	100-95-5130	Overtime Salaries	\$31,123	(\$31,123)	\$0				\$0			\$0	
General Fund	Street Maintenance	100-95-5160	Car Allowance	\$360	\$0	\$360				\$360			\$360	
General Fund	Street Maintenance	100-95-5220	FICA Contributions	\$49,259	\$0	\$49,259				\$49,259			\$49,259	
General Fund	Street Maintenance	100-95-5225	PARS Contributions	\$0	\$0	\$0				\$0			\$0	
General Fund	Street Maintenance	100-95-5230	Retirement Contributions	\$191,871	\$0	\$191,871				\$191,871			\$191,871	
General Fund	Street Maintenance	100-95-5270	Other Employee Benefits	\$9,246	\$0	\$9,246				\$9,246			\$9,246	
General Fund	Street Maintenance	100-95-5271	Defined Contribution	\$3,193	\$0	\$3,193				\$3,193			\$3,193	
General Fund	Street Maintenance	100-95-5272	Workers' Compensation	\$11,068	\$0	\$11,068				\$11,068			\$11,068	
General Fund	Street Maintenance	100-95-5273	Health Benefits	\$173,136	\$0	\$173,136				\$173,136			\$173,136	
General Fund	Street Maintenance	100-95-5276	Life Insurance Benefit	\$824	\$0	\$824				\$824			\$824	
General Fund	Street Maintenance	100-95-5277	Other Optional Benefit	\$0	\$0	\$0				\$0			\$0	
General Fund	Street Maintenance	100-95-5280	Wellness Benefit	\$188	\$0	\$188				\$188			\$188	
General Fund	Street Maintenance	100-95-5310	Dues & Memberships	\$2,340	\$0	\$2,340				\$2,340			\$2,340	
General Fund	Street Maintenance	100-95-5320	Travel & Training	\$28,200	\$0	\$28,200				\$28,200			\$28,200	

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Public Works & Water

General Fund	Street Maintenance	100-95-5330	Meetings	\$800	\$0	\$800				\$800		\$800	
General Fund	Street Maintenance	100-95-5340	Books & Periodicals	\$600	\$0	\$600				\$600		\$600	
General Fund	Street Maintenance	100-95-5370	Safety Training	\$0	\$0	\$0				\$0		\$0	
General Fund	Street Maintenance	100-95-5400	Contract Services - General	\$93,000	(\$93,000)	\$0				\$0		\$0	
General Fund	Street Maintenance	100-95-5420	Contract Professional Service	\$0	\$0	\$0				\$0		\$0	
General Fund	Street Maintenance	100-95-5510	Electricity	\$216,100	\$0	\$216,100				\$216,100		\$216,100	
General Fund	Street Maintenance	100-95-5511	Telephone/Data	\$4,000	\$0	\$4,000				\$4,000		\$4,000	
General Fund	Street Maintenance	100-95-5512	Utility Services	\$30,000	\$0	\$30,000				\$30,000		\$30,000	
General Fund	Street Maintenance	100-95-5531	Arborist Services	\$209,645	\$0	\$209,645				\$209,645		\$209,645	
General Fund	Street Maintenance	100-95-5540	Vehicle Maintenance	\$100	\$0	\$100				\$100		\$100	
General Fund	Street Maintenance	100-95-5552	Rental/Lease of Equipment	\$1,500	\$0	\$1,500				\$1,500		\$1,500	
General Fund	Street Maintenance	100-95-5560	Repair & Maintenance Services	\$0	\$0	\$0				\$0		\$0	
General Fund	Street Maintenance	100-95-5581	Street Maintenance	\$77,000	\$0	\$77,000				\$77,000		\$77,000	
General Fund	Street Maintenance	100-95-5582	Public Right of Way Maintance	\$73,000	\$0	\$73,000				\$73,000		\$73,000	
General Fund	Street Maintenance	100-95-5590	Fleet Provision Charge	\$182,387	\$0	\$182,387				\$182,387		\$182,387	
General Fund	Street Maintenance	100-95-5620	Communications	\$0	\$0	\$0				\$0		\$0	
General Fund	Street Maintenance	100-95-5721	Special Dept Supplies-Graffiti	\$24,000	\$0	\$24,000				\$24,000		\$24,000	
General Fund	Street Maintenance	100-95-5730	Uniforms	\$6,300	\$0	\$6,300				\$6,300		\$6,300	
General Fund	Street Maintenance	100-95-5740	General Supplies	\$60,000	\$0	\$60,000				\$60,000		\$60,000	
General Fund	Street Maintenance	100-95-5742	Tools	\$1,500	\$0	\$1,500				\$1,500		\$1,500	
General Fund	Street Maintenance	100-95-5750	Gasoline, Oil, & Tires	\$13,988	\$0	\$13,988				\$13,988		\$13,988	
Total				\$2,142,682	(\$124,123)	\$2,018,559	\$0	\$0	\$0	\$2,018,559	\$0	\$0	\$2,018,559

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Engineering	Environmental	Grounds	Street Maint	Water	Water Admin	Total	Notes
General Fund	Water	500-40-5110	Salaries & Wages - Full-time	\$1,047,775	\$0	\$1,047,775					\$1,047,775		\$1,047,775	
General Fund	Water	500-40-5130	Overtime Salaries	\$83,586	(\$83,586)	\$0					\$0		\$0	
General Fund	Water	500-40-5160	Car Allowance	\$720	\$0	\$720					\$720		\$720	
General Fund	Water	500-40-5220	FICA Contributions	\$80,210	\$0	\$80,210					\$80,210		\$80,210	
General Fund	Water	500-40-5230	Retirement Contributions	\$262,081	\$0	\$262,081					\$262,081		\$262,081	
General Fund	Water	500-40-5270	Other Employee Benefits	\$15,016	\$0	\$15,016					\$15,016		\$15,016	
General Fund	Water	500-40-5271	Defined Contribution	\$3,909	\$0	\$3,909					\$3,909		\$3,909	
General Fund	Water	500-40-5272	Workers' Compensation	\$12,073	\$0	\$12,073					\$12,073		\$12,073	
General Fund	Water	500-40-5273	Health Benefits	\$253,132	\$0	\$253,132					\$253,132		\$253,132	
General Fund	Water	500-40-5276	Life Insurance Benefit	\$1,110	\$0	\$1,110					\$1,110		\$1,110	
General Fund	Water	500-40-5280	Wellness Benefit	\$225	\$0	\$225					\$225		\$225	
General Fund	Water	500-40-5310	Dues & Memberships	\$5,420	\$0	\$5,420					\$5,420		\$5,420	
General Fund	Water	500-40-5320	Travel & Training	\$20,000	\$0	\$20,000					\$20,000		\$20,000	
General Fund	Water	500-40-5330	Meetings	\$500	\$0	\$500					\$500		\$500	
General Fund	Water	500-40-5340	Books & Periodicals	\$500	\$0	\$500					\$500		\$500	
General Fund	Water	500-40-5360	Education	\$0	\$0	\$0					\$0		\$0	
General Fund	Water	500-40-5400	Contract Services - General	\$230,100	(\$230,100)	\$0					\$0		\$0	
General Fund	Water	500-40-5410	Legal Services	\$10,000	\$0	\$10,000					\$10,000		\$10,000	
General Fund	Water	500-40-5420	Professional Services	\$0	\$0	\$0					\$0		\$0	
General Fund	Water	500-40-5423	Engineering Services	\$200,000	\$0	\$200,000					\$200,000		\$200,000	
General Fund	Water	500-40-5450	Contract Professional Labor	\$0	\$0	\$0					\$0		\$0	
General Fund	Water	500-40-5511	Telephone/Data	\$75,000	\$0	\$75,000					\$75,000		\$75,000	
General Fund	Water	500-40-5512	Utility Services	\$315,000	\$0	\$315,000					\$315,000		\$315,000	
General Fund	Water	500-40-5540	Vehicle Maintenance	\$0	\$0	\$0					\$0		\$0	
General Fund	Water	500-40-5552	Rental/Lease of Equipment	\$2,500	\$0	\$2,500					\$2,500		\$2,500	
General Fund	Water	500-40-5560	Repair & Maintenance Services	\$250,000	\$0	\$250,000					\$250,000		\$250,000	
General Fund	Water	500-40-5570	Software Licensing & Support	\$37,395	\$0	\$37,395					\$37,395		\$37,395	
General Fund	Water	500-40-5581	Street Maintenance	\$0	\$0	\$0					\$0		\$0	
General Fund	Water	500-40-5590	Fleet Provision Charge	\$94,124	\$0	\$94,124					\$94,124		\$94,124	

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Public Works & Water

General Fund	Water	500-40-5610	Insurance	\$492,159	\$0	\$492,159					\$492,159		\$492,159	
General Fund	Water	500-40-5633	Public Education	\$10,000	\$0	\$10,000					\$10,000		\$10,000	
General Fund	Water	500-40-5692	Property Taxes	\$6,000	\$0	\$6,000					\$6,000		\$6,000	
General Fund	Water	500-40-5721	Special Department Supplies	\$120,000	\$0	\$120,000					\$120,000		\$120,000	
General Fund	Water	500-40-5730	Uniforms	\$8,700	\$0	\$8,700					\$8,700		\$8,700	
General Fund	Water	500-40-5740	General Supplies	\$125,000	\$0	\$125,000					\$125,000		\$125,000	
General Fund	Water	500-40-5742	Tools	\$3,000	\$0	\$3,000					\$3,000		\$3,000	
General Fund	Water	500-40-5750	Gasoline, Oil, & Tires	\$11,695	\$0	\$11,695					\$11,695		\$11,695	
General Fund	Water	500-40-5780	Water Supply Costs	\$2,794,050	(\$2,794,050)	\$0					\$0		\$0	
Total				\$6,570,978	(\$3,107,736)	\$3,463,243	\$0	\$0	\$0	\$0	\$3,463,243	\$0	\$3,463,243	

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Engineering	Environmental	Grounds	Street Maint	Water	Water Admin	Total	Notes
General Fund	Water Admin	500-45-5110	Salaries & Wages - Full-time	\$11,676	\$0	\$11,676						\$11,676	\$11,676	
General Fund	Water Admin	500-45-5130	Overtime Salaries	\$708	(\$708)	\$0						\$0	\$0	
General Fund	Water Admin	500-45-5160	Car Allowance	\$180	\$0	\$180						\$180	\$180	
General Fund	Water Admin	500-45-5220	FICA Contributions	\$853	\$0	\$853						\$853	\$853	
General Fund	Water Admin	500-45-5230	Retirement Contributions	\$714	\$0	\$714						\$714	\$714	
General Fund	Water Admin	500-45-5270	Other Employee Benefits	\$134	\$0	\$134						\$134	\$134	
General Fund	Water Admin	500-45-5271	Defined Contribution	\$426	\$0	\$426						\$426	\$426	
General Fund	Water Admin	500-45-5272	Workers' Compensation	\$244	\$0	\$244						\$244	\$244	
General Fund	Water Admin	500-45-5273	Health Benefits	\$771	\$0	\$771						\$771	\$771	
General Fund	Water Admin	500-45-5276	Life Insurance Benefit	\$23	\$0	\$23						\$23	\$23	
General Fund	Water Admin	500-45-5277	Other Optional Benefit	\$0	\$0	\$0						\$0	\$0	
General Fund	Water Admin	500-45-5280	Wellness Benefit	\$25	\$0	\$25						\$25	\$25	
General Fund	Water Admin	500-45-5320	Travel & Training	\$2,225	\$0	\$2,225						\$2,225	\$2,225	
General Fund	Water Admin	500-45-5400	Contract Services - General	\$500	(\$500)	\$0						\$0	\$0	
General Fund	Water Admin	500-45-5420	Professional Services	\$50,000	\$0	\$50,000						\$50,000	\$50,000	
General Fund	Water Admin	500-45-5450	Contract Professional Labor	\$8,550	\$0	\$8,550						\$8,550	\$8,550	
General Fund	Water Admin	500-45-5560	Repair & Maintenance Services	\$1,500	\$0	\$1,500						\$1,500	\$1,500	
General Fund	Water Admin	500-45-5570	Software Licensing & Support	\$35,701	\$0	\$35,701						\$35,701	\$35,701	
General Fund	Water Admin	500-45-5720	Postage	\$16,400	\$0	\$16,400						\$16,400	\$16,400	
General Fund	Water Admin	500-45-5745	General Supplies	\$1,000	\$0	\$1,000						\$1,000	\$1,000	
Total				\$131,630	(\$1,208)	\$130,422	\$0	\$0	\$0	\$0	\$0	\$130,422	\$130,422	

Total	\$12,620,499	(\$4,698,629)	\$7,921,870	\$767,328	\$681,733	\$860,586	\$2,018,559	\$3,463,243	\$130,422	\$7,921,870	
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Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Engineering	Environmental	Grounds	Street Maint	Water	Water Admin	Total	Notes
Citywide Overhead Allocation	32%	\$7,921,870	\$2,534,999	\$245,545	\$218,155	\$275,388	\$645,939	\$130,422	(\$130,422)	\$1,385,026	[b]

Allocation of Department Administration

Description	Total	Engineering	Environmental	Grounds	Street Maint	Water	Water Admin	Total	Notes
Public Works Administration								\$0	[c]

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Public Works & Water

Allocation of Total Costs

Description	Total	Engineering	Environmental	Grounds	Street Maint	Water	Water Admin	Total	Notes
Direct	\$7,921,870	\$767,328	\$681,733	\$860,586	\$2,018,559	\$3,463,243	\$130,422	\$7,921,870	
Citywide Overhead	\$2,534,999	\$245,545	\$218,155	\$275,388	\$645,939	\$130,422	(\$130,422)	\$1,385,026	
Department Administration	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total	\$10,456,869	\$1,012,873	\$899,888	\$1,135,974	\$2,664,497	\$3,593,664	\$0	\$9,306,896	

Productive Hours Per FTE

Description	Total	Notes
Costs	2,080	
Less: Leave	232	
Productive Hours	1,848	
Direct Service Ratio	80%	
Direct Hours Avg Per FTE	1,478	

Total Hours

Description	FTE	Productive Hours	Direct Hours	Notes
Engineering	6.75	12,474	9,979	100-91
Environmental	2.50	4,620	3,696	100-93
Grounds	4.00	7,392	5,914	100-94
Street Maintenance	9.00	16,632	13,306	100-95
Water	10.00	18,480	14,784	500-40
Water Admin	0.00	0	0	500-45
Total	32.25	59,598	47,678	

Fully-Burdened Hourly Rate Engineering

Description	Total	Notes
Costs	\$1,012,873	
Productive Hours	12,474	
Hourly Rate	\$81	

Fully-Burdened Hourly Rate Environmental

Description	Total	Notes
Costs	\$899,888	
Productive Hours	4,620	
Hourly Rate	\$195	

Fully-Burdened Hourly Rate Grounds

Description	Total	Notes
Costs	\$1,135,974	
Productive Hours	7,392	
Hourly Rate	\$154	

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Public Works & Water

Fully-Burdened Hourly Rate Street Maintenance

Description	Total	Notes
Costs	\$2,664,497	
Productive Hours	16,632	
Hourly Rate	\$160	

Fully-Burdened Hourly Rate Water

Description	Total	Notes
Costs	\$3,593,664	
Productive Hours	18,480	
Hourly Rate	\$194	

[a] Source: FY 25/26 Adopted Budget.

[b] Source: Citywide overhead cost allocation developed for purposes of this analysis. See separate worksheet for details.

[c] See separate worksheet.

City of Signal Hill
 User and Regulatory Fee Study
 Public Works Department Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Total		Hourly Rate		Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Note
1 Damage to City Property						Actual Cost		Actual Cost			
2 Water and Utility Fees						See SHMC Section 13.4		See SHMC Section 13.4			
3 Water Restoration Fee											
a) During Normal Operating Hours											
i) Low Income	1.00	x	\$194	=	\$194	\$50	26%	\$50	26%	\$0	
ii) All Others	1.00	x	\$194	=	\$194	\$100	52%	\$100	52%	\$0	
b) During Non-Operational Hours											
i) Low Income	2.00	x	\$233	=	\$466	\$150	32%	\$150	32%	\$0	
ii) All Others	2.00	x	\$233	=	\$466	\$250	54%	\$250	54%	\$0	
4 Annual Backflow Administration						Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		
5 Temporary Water Meter Installation											
a) Application, Installation, and Removal	4.50	x	\$194	=	\$873	\$585	67%	\$873	100%	\$288	
b) Meter Deposit (Refundable)						\$1,500		\$1,500		\$0	
6 Refuse Fees						See Fee Resolution No. 2018-06-6265; SHMC 8.80.080		See Fee Resolution No. 2018-06-6265; SHMC 8.80.080			
7 Abatement						Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		
8 Curb Painting Requests	1.50	x	\$160	=	\$240	\$125	52%	\$240	100%	\$115	
9 Commercial Curb Painting Requests	5.00	x	\$160	=	\$800	\$650	100%	\$800	100%	\$150	
10 Deed Preparation Fee						Actual Cost		Actual Cost			
11 Development Plan Check Fee						Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		
12 Encroachment Permit/roll-off bin	1.00	x	\$195	=	\$195	\$50	26%	\$195	100%	\$145	
13 Encroachment Permit/traffic control w/plan check						Actual Cost	100%	Actual Cost	100%		
14 Engineering Plan Check Fee						Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		
15 Excavation Permit	0.50	x	\$195	=	\$98	\$93	95%	\$98	100%	\$5	

City of Signal Hill
 User and Regulatory Fee Study
 Public Works Department Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Total		Hourly Rate		Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Note
16 Excavation Inspection Fee (standard specifications)						Actual Cost	100%	Actual Cost	100%		
17 Preliminary Plan Review						Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		
18 Public Works Inspection Fee (standard specifications)						Actual Cost	100%	Actual Cost	100%		
19 Public Works Inspection Fee (engineered plans)						Actual Cost	100%	Actual Cost	100%		
20 Site Plan Review						Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		
21 Records Research/Request	1.00	x	\$276	=	\$276	\$185	67%	\$276	100%	\$91	
22 Subdivision Fees											[a]
a) Parcel Map Waiver (Filing Fee)	1.50	x	\$276	=	\$414	\$278	67%	\$414	100%	\$137	[a]
b) Lot Line Adjustment Fee/Lot Merger (Filing Fee)	1.50	x	\$276	=	\$414	\$278	67%	\$414	100%	\$137	[a]
c) Vacations (Deposit)						\$2,500		\$2,500		\$0	[a]
d) Final Tract Map						Actual Cost	100%	Actual Cost	100%		[a]
e) Final Parcel Map						Actual Cost	100%	Actual Cost	100%		[a]
23 Duplication Fees (Utility Map, Address Map, Aerial Photo, Plans, etc.)											
a) First Page						\$10		\$10		\$0	
b) Each Additional Page/Copy						\$1.25		\$1.25		\$0	
24 Wireless Fees											
a) Consultant Review						Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		
b) Wireless Permit/Renewal						Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		
25 Sewer Connection Fee *						LA County Sanitation District		Visit the LA County Sanitation District website			
26 Fire Hydrant Flow Test (per fire hydrant)						\$763		\$763		\$0	
27 Sanitary Sewer & Industrial Waste						SHMC Section 13.06.04		SHMC Section 13.06.04			
28 Street Trees											
a) Street Tree Additional Trimming Charge						Actual Cost	100%	Actual Cost	100%		
b) Street Tree Removal Charge						Actual Cost	100%	Actual Cost	100%		
c) Street Tree Removal and Replacement Charge						Actual Cost	100%	Actual Cost	100%		
d) Street Tree Decision Appeal Fee	3.00	x	\$160	=	\$480	\$285	59%	\$480	100%	\$195	

City of Signal Hill
 User and Regulatory Fee Study
 Public Works Department Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Total	Hourly Rate	Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Note
29	NPDES Inspection Fees									
	a) Automotive Service Facilities	1.00	x \$195	= \$195	\$140	72%	\$195	100%	\$55	[b],[c]
	b) Retail Gasoline and Automotive Dealerships	1.00	x \$195	= \$195	\$140	72%	\$195	100%	\$55	[b],[c]
	c) Commercial/Industrial Phase I Facilities				Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		[b],[c]
	d) Commercial/Industrial Facilities - Other				Actual Cost plus consultant costs	100%	Actual Cost plus consultant costs	100%		[b],[c]
30	Urban Storm Water Mitigation Plan Check				Actual Cost plus 20% Admin Fee	100%	Actual Cost plus 20% Admin Fee	100%		
31	Const. Storm Water Pollution Prevention Plan Check				Actual Cost plus 20% Admin Fee	100%	Actual Cost plus 20% Admin Fee	100%		
32	Storm Water Plan Inspection Fees				Actual Cost plus 20% Admin Fee	100%	Actual Cost plus 20% Admin Fee	100%		
33	Electrical Vehicle Charging Fees									
	a) Electrical Vehicle Charging Fee (While Charging)				\$0.55 per kWh		\$0.55 per kWh			
	b) Electrical Vehicle Parking Fee (After 30-Minute Grace Period From End of Charge)				\$2.50 per hour		\$2.50 per hour			
34	Water Meter Installation Fees									[d]
	a) Up to 1 - inch with Meter				\$7,124.00 + \$100.00/LF		\$7,124.00 + \$100.00/LF			[d]
	b) Up to 2 - inch with Meter (>1")				\$7,304.00 + \$114.00/LF		\$7,304.00 + \$114.00/LF			[d]
35	Rates for Services Not Specified in this Schedule									
	a) Public Works Permit and Engineering Staff (per hour)	1.0	x \$195	= \$195	\$185	95%	\$195	100%	\$10	
	b) Contract Service Support				Actual + 20% Admin	100%	Actual + 20% Admin	100%		

* Please reference the Los Angeles County Sanitation District website for the most current fee schedule. (www.lacsd.org/services/wastewater-programs-permits/sewer-connection-permits-plan-review-approval)

[a] Amounts shown represent initial deposits.

[b] Fee includes one follow-up inspection if corrective action required. Any additional inspections will be billed at actual cost.

[c] Except for restaurants, the NPDES Inspection Fee shall be reduced by one-half for businesses with an Industrial Waste Inspection permit.

[d] Any other size or special installations will be on a time and materials basis. Cost of water meter installation will vary depending on actual site conditions, street and utility substructure, and location of water main. City installation dependent on Water Department resources. Applicant may be required to utilize a properly licensed contractor to pull encroachment permit and complete water service connections in the right of way.

User and Regulatory Fees

Cost of Service Calculations

Parks, Recreation, and Libraries

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery - Parks, Recreation, and Libraries Department

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Recreation	100-83-5110	Salaries & Wages - Full-time	\$307,794	\$0	\$307,794	
General Fund	Recreation	100-83-5115	Part-time Salaries	\$322,373	\$0	\$322,373	
General Fund	Recreation	100-83-5130	Overtime Salaries	\$3,000	\$0	\$3,000	
General Fund	Recreation	100-83-5160	Car Allowance	\$1,188	\$0	\$1,188	
General Fund	Recreation	100-83-5220	FICA Contributions	\$28,312	\$0	\$28,312	
General Fund	Recreation	100-83-5230	Retirement Contributions	\$99,597	\$0	\$99,597	
General Fund	Recreation	100-83-5270	Other Employee Benefits	\$4,347	\$0	\$4,347	
General Fund	Recreation	100-83-5271	Defined Contribution	\$4,232	\$0	\$4,232	
General Fund	Recreation	100-83-5272	Workers' Compensation	\$39,804	\$0	\$39,804	
General Fund	Recreation	100-83-5273	Health Benefits	\$51,525	\$0	\$51,525	
General Fund	Recreation	100-83-5276	Life Insurance Benefit	\$454	\$0	\$454	
General Fund	Recreation	100-83-5280	Wellness Benefit	\$245	\$0	\$245	
General Fund	Recreation	100-83-5310	Dues & Memberships	\$1,000	\$0	\$1,000	
General Fund	Recreation	100-83-5320	Travel & Training	\$9,200	\$0	\$9,200	
General Fund	Recreation	100-83-5330	Meetings	\$1,500	\$0	\$1,500	
General Fund	Recreation	100-83-5391	Fee Assistance	\$1,000	\$0	\$1,000	
General Fund	Recreation	100-83-5511	Telephone	\$6,422	\$0	\$6,422	
General Fund	Recreation	100-83-5560	Repair & Maintenance Services	\$5,000	\$0	\$5,000	
General Fund	Recreation	100-83-5590	Fleet Provision Charge	\$45,592	\$0	\$45,592	
General Fund	Recreation	100-83-5620	Communications	\$7,450	\$0	\$7,450	
General Fund	Recreation	100-83-5723	Event/Program Costs	\$74,600	\$0	\$74,600	
General Fund	Recreation	100-83-5730	Uniforms	\$3,500	\$0	\$3,500	
General Fund	Recreation	100-83-5740	General Supplies	\$16,000	\$0	\$16,000	
General Fund	Recreation	100-83-5750	Gasoline, Oil, & Tires	\$1,182	\$0	\$1,182	
Total				\$1,035,317	\$0	\$1,035,317	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	32%	\$1,035,317	\$331,301	

Allocation of Department Administration

Description	Subtotal	Allocation of C'wide OH	Total	Notes
Community Services Department Admin	\$1,576,508	\$504,483	\$2,080,991	100-82-5xxx

Description	Share	Total	Notes
Allocation to Library	20%	\$416,198	
Allocation to General Comm Svcs/Events	40%	\$832,396	
Allocation to Recreation	40%	\$832,396	
Total	100%	\$2,080,991	

City of Signal Hill

User and Regulatory Fee Study

Calculation of Cost Recovery - Parks, Recreation, and Libraries Department

Allocation of Total Costs

Description	Total	Notes
Direct Expenses	\$1,035,317	
Allocation of Department Administration	\$832,396	
Allocation of Citywide Overhead	\$331,301	
Total	\$2,199,014	

Revenue Summary [a]

Account	Acct Desc	FY 23/24 Actual	FY 24/25 Projected	Multi-Year Average
100-34-4802	Comm Svcs: Comm Svc	\$4,790	\$7,000	\$5,895
100-34-4803	Comm Svcs: Facility	\$14,545	\$15,000	\$14,773
100-34-4804	Comm Svcs: Excursion	\$11,673	\$9,200	\$10,437
100-34-4805	Youth Services	\$129,290	\$123,000	\$126,145
Total		\$160,298	\$154,200	\$157,249

FY 25/26 Budget	Notes
\$7,000	
\$12,000	
\$10,000	
\$123,000	
\$152,000	

Planning Fees Cost Recovery

Description	Direct Cost Recovery Total	Direct Cost Recovery + Dept OH Total	Full Cost Recovery Total
Revenue	\$152,000	\$152,000	\$152,000
Costs	\$1,035,317	\$1,867,713	\$2,199,014
Cost Recovery Rate	15%	8%	7%
General Fund Subsidy	\$883,317	\$1,715,713	\$2,047,014

[a] Source: FY 25/26 Adopted Budget.

User and Regulatory Fees

Cost of Service Calculations

Allocation of Citywide Overhead

City of Signal Hill

User and Regulatory Fee Analysis

Estimated Citywide Overhead (for Cost of Service Calculation Purposes Only)

Central Service Center - General Fund Allocation [a]

Description	Annual Expenses	Adjustment	Adjusted Expenses	Notes
City Council	\$333,993	\$0	\$333,993	100-41
City Treasurer	\$8,898	\$0	\$8,898	100-42
City Clerk	\$357,178	\$0	\$357,178	100-43
Executive Administration	\$1,428,322	\$0	\$1,428,322	100-44
Communications/Public Relations	\$289,969	\$0	\$289,969	100-45
Personnel	\$855,136	\$0	\$855,136	100-46
Economic Development	\$1,062,790	\$0	\$1,062,790	100-47
Finance - Non-Departmental	\$3,041,890	\$0	\$3,041,890	100-51
IT/Technology	\$523,661	\$0	\$523,661	100-52
Fiscal Services	\$1,441,028	\$0	\$1,441,028	100-53
Facility Maintenance	\$1,324,403	\$0	\$1,324,403	100-92
	\$10,667,268	\$0	\$10,667,268	

Direct Service Department - General Fund - Estimated Expenditures [a]

Description	Annual Expenses	Adjustment	Adjusted Expenses	Notes
Community Development	\$1,846,351	\$0	\$1,846,351	100-6x
Police	\$14,991,087	\$0	\$14,991,087	100-7x
Parks, Recreation, and Library Svcs	\$3,622,758	\$0	\$3,622,758	100-8x
Public Works	\$7,242,294	(\$1,324,403)	\$5,917,891	[b] 100-9x
Water	\$7,597,272	(\$894,664)	\$6,702,608	[c] 500-
	\$35,299,762	(\$2,219,067)	\$33,080,695	

Estimated Citywide Indirect Cost Rate - General Fund

Dept/Division	Total	Notes
Indirect Costs	\$10,667,268	
Direct Expenses	\$33,080,695	[f]
Total	32%	<<< Indirect cost rate *

* This represents a conservative indirect cost rate calculation. This estimate was developed for purposes of user and regulatory fee cost of service analysis. As part of day-to-day operations, staff may categorize, assign, or quantify indirect costs using different criteria and methods.

[a] Source: FY 25/26 adopted budget.

[b] Adjustment to exclude facility maintenance.

[c] Adjustment to exclude capital and depreciation.



Illustration of Current and Proposed Fees

City of Signal Hill

ILLUSTRATION OF CURRENT AND PROPOSED FEES

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City of Signal Hill Fee Schedule - Before and After Illustration

ADMINISTRATIVE FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
1	Printed Copies of Materials					
	a) Black and white (per page)	\$0.10	\$0.10	\$0.00		N
	b) Color (per page)	\$0.50	\$0.50	\$0.00		N
2	Digital copies produced via email or FTP site upload	No charge	No charge	\$0.00		N
3	Conversion of paper documents (8 1/2 x 11) to digital copies					
	a) Up to 30 pages	No charge	No charge	\$0.00		N
	b) Over 30 pages	Actual cost of digitization	Actual cost of digitization	\$0.00		
4	Copies of oversized drawings or plans	Actual cost of reproduction	Actual cost of reproduction	\$0.00		N
5	Microfilm copies (per page)	\$1.05	\$1.05	\$0.00		N
6	Certified Copies (per document)	\$10.00	\$10.00	\$0.00		N
7	Digital Media Copy (i.e., CD, DVC, Flash Drive) (each)	\$2.00	\$2.00	\$0.00		N
8	Video, Photo, or Audio Production	Actual Cost	Actual Cost	\$0.00	[a]	N
9	Initiative Petition Filing Fee	\$200.00	\$200.00	\$0.00	[b]	N
10	Candidate Filing Fee (non-refundable processing fee - SHMC 1.12)	\$25.00	\$25.00	\$0.00		N
11	Candidate Statement	\$750.00 deposit	\$750.00 deposit	\$0.00		N
12	FPPC Campaign Statement - Late Filing Fee	\$10.00 per day cumulative/\$100.00	\$10.00 per day cumulative/\$100.00	\$0.00		N
13	Copies of Statement of Economic Interest, Campaign Statements (per FPPC) (per page)	\$0.10	\$0.10	\$0.00		N
14	Statement of Economic Interest - Late filing Fee	\$10.00 per day maximum \$100.00	\$10.00 per day maximum \$100.00	\$0.00		N
15	Retrieval fee for Forms or Statements 5 or more years old	\$5.00	\$5.00	\$0.00		N

[a] Cost of redaction for production of documents pursuant to AB 748 and SB 1421 or otherwise include costs/fees incurred by City for third party vendor redaction services.

[b] Will be refunded if petition is deemed sufficient (EC 9202(b)).

City of Signal Hill Fee Schedule - Before and After Illustration

ANIMAL CONTROL FEES

	Description	Current Fee	Proposed Fee	Fee Change	CPI
1	Dog Licensing*				
	a) Altered Animal - One-Year License				
	i) License Fee	\$20.00	\$28.00	\$8	Y
	ii) Senior Discount	\$10.00	\$14.00	\$4	Y
	b) Unaltered Animal - One-Year License				
	i) License Fee	\$105.00	\$250.00	\$145	Y
	ii) Senior Discount	n/a	\$125.00	\$125	Y
	c) Replacement Tags	\$10.00	\$10.00	\$0	Y
	d) Late Fee Penalty	\$15.00	\$15.00	\$0	Y
2	Animal Control Fines				
	Administrative Fines for SHMC Chapter 6.04 Dog Licensing and Fowl, Rabbits and Goats				
	a) First Violation	\$100.00	\$100	\$0	N
	b) Second Violation (Within one year of initial violation)	\$200.00	\$200	\$0	N
	c) Subsequent Violations	\$250.00	\$250	\$0	N
3	Animal Shelter, Rabies Control, Police Animals and Animal Regulations				
	a) First Violation	\$100.00	\$100	\$0	N
	b) Second Violation (Within one year of initial violation)	\$200.00	\$200	\$0	N
	c) Subsequent Violations	\$500.00	\$500	\$0	N
4	Animal Breeding and Transfer				
	a) First Violation	\$350.00	\$350	\$0	N
	b) Second Violation (Within one year of initial violation)	\$700.00	\$700	\$0	N
	c) Subsequent Violations	\$1,000.00	\$1,000	\$0	N
5	Vicious Animal Penalties				
	a) First Violation	\$350.00	\$350	\$0	N
	b) Second Violation (Within one year of initial violation)	\$700.00	\$700	\$0	N
	c) Subsequent Violations	\$1,000.00	\$1,000	\$0	N
6	Appeals Process				
	a) Deposit for Vicious Animals Appeal Process Deposit refunded if the appeal is granted	Cost of Citation, plus \$1,125	Cost of Citation	\$0	N
	b) Deposit for Administrative Citation Appeal Process Deposit refunded if the appeal is granted	Cost of Citation	Cost of Citation	\$0	N

* Pursuant to the City of Signal Hill contract with the City of Long Beach, fees shall be as set forth in the City of Long Beach Schedule of Fees and Charges, as periodically established and amended by resolution and as approved by the Long Beach City Council. Please reference the City of Long Beach website for the most current fee schedule, as it is subject to periodic updates (www.longbeach.gov/acs/laws-enforcement/animal-laws/licensing/).

City of Signal Hill

BUILDING FEES

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

Fee Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
1 HVAC Change-Out - Residential	\$203	\$257	\$54		Y
2 Water Heater Change-Out - Residential	\$122	\$154	\$32		Y
3 Residential Re-Roof	\$284	\$359	\$75		Y
4 Siding Replacement	\$162	\$205	\$43		Y
5 Service Panel Upgrade - Residential	\$203	\$257	\$54		Y
6 Battery Backup Storage	\$162	\$205	\$43		Y
7 Electric Vehicle Charger	\$162	\$205	\$43		Y
8 Generator	\$162	\$205	\$43		Y
9 Residential Solar Photovoltaic System - Solar Permit					
a) Plan Review					
i) Base Fee for 15kW or Less	\$200	\$200	\$0	[a],[b]	N
ii) Fee for Each Additional kW above 15kW	\$15	\$15	\$0	[a],[b]	N
b) Permit	\$250	\$250	\$0	[a],[b]	N
10 Commercial Solar Photovoltaic System - Solar Permit					
a) Plan Review					
i) Base Fee 50kW or Less	\$444	\$444	\$0	[a],[b]	N
ii) Fee for Each Add'l kW above 50kW up to 250kW	\$7	\$7	\$0	[a],[b]	N
ii) Fee for Each Add'l kW above 250kW	\$5	\$5	\$0	[a],[b]	N
b) Permit	\$556	\$556	(\$1)	[a],[b]	N
11 Swimming Pool Replaster / Equipment Change-Out	\$284	\$359	\$75		Y
12 Swimming Pool Remodel (e.g., Changing Pool Shape, Adding Cabo Shelf, etc.)	\$284	\$359	\$75		Y
13 Temporary Power					
a) First or Main Power Distribution Pole	\$203	\$257	\$54		Y
b) Additional Poles (same system) for distributions	\$41	\$51	\$10		Y
14 Retaining Wall	\$284	\$359	\$75		Y
15 Window / Sliding Glass Door - Repair					
a) Up to 5	\$284	\$359	\$75		Y
b) Per Window Over 5 Windows	\$41	\$51	\$10		Y
16 Fences	\$203	\$257	\$54		Y
17 Electrical and Irrigation Pedestals per pedestal	\$203	\$257	\$54		Y

[a] Total fees shall not exceed amounts outlined in California Government Code 66015(a)(1).

[b] The City will not collect additional permit processing fees. Amounts shown are total amount due for permit processing, plan review, and permit.

City of Signal Hill Fee Schedule - Before and After Illustration

BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

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

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

B. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, Combined Mechanical, Electrical, and/or Plumbing Permits, and Stand-Alone Mechanical, Electrical, and/or Plumbing Permit Not Otherwise Listed in Section A of this Schedule

Description		Current Fee	Proposed Fee	Fee Change	Note	CPI
Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits						
1	Up to \$2,000 Project	\$121.50	\$153.90	\$32		Y
2	\$2,000 Project	\$121.50	\$153.90	\$32		Y
	for each add'l \$1,000 or fraction thereof, to and including \$25,000	\$15.85	\$20.07	\$4.22		Y
3	\$25,000 Project	\$486.00	\$615.60	\$129.60		Y
	for each add'l \$1,000 or fraction thereof, to and including \$50,000	\$19.44	\$24.62	\$5.18		Y
4	\$50,000 Project	\$972.00	\$1,231.20	\$259.20		Y
	for each add'l \$1,000 or fraction thereof, to and including \$100,000	\$12.96	\$16.42	\$3.46		Y
5	\$100,000 Project	\$1,620.00	\$2,052.00	\$432.00		Y
	for each add'l \$1,000 or fraction thereof, to and including \$500,000	\$8.91	\$11.29	\$2.38		Y
6	\$500,000 Project	\$5,184.00	\$6,566.40	\$1,382.40		Y
	for each add'l \$1,000 or fraction thereof, to and including \$1,000,000	\$5.18	\$6.57	\$1.39		Y
7	\$1,000,000 Project	\$7,776.00	\$9,849.60	\$2,073.60		Y
	for each add'l \$1,000 or fraction thereof, to and including \$5,000,000	\$4.41	\$5.58	\$1.17		Y
For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee						
1	Mechanical	15%	15%	0%		N
2	Plumbing	15%	15%	0%		N
3	Electrical	15%	15%	0%		N

City of Signal Hill

BUILDING FEES

C. Building Plan Review Fees

Activity Description	Fee	Charge Basis	Note	CPI
1 Building Plan Check Fees - Building				
a) Building Plan Check Fee, if applicable	85%	% of bldg permit	[a]	N
b) Expedited Plan Check - At Application Submittal (when applicable)	1.5x building plan check fee		[a]	N
c) Tract Home / Master Plan Construction (Production Units)	20% of standard plan check fee		[b],[c]	N
d) Alternate Materials and Methods Review (per hour)	Actual hourly cost of consultant or per hour billing rate for in-house review	per hour		Y
e) Excess Plan Review Fee (4th and subsequent) (per hour)	Actual hourly cost of consultant or per hour billing rate for in-house review	per hour		Y
f) Revisions to an Approved Permit (per hour)	Actual hourly cost of consultant or per hour billing rate for in-house review	per hour		Y
g) Deferred Submittal (per hour)	Actual hourly cost of consultant or per hour billing rate for in-house review	per hour		Y

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

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

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

[c] Fee amount shown is for repeat units. Model units/initial units pay regular building plan check fee.

City of Signal Hill

BUILDING FEES

D. Other Fees

Activity Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
1 Permit Processing Fee					
a) Residential	\$90	\$108	\$18		Y
b) Non-Residential	\$225	\$270	\$45		Y
2 Strong Motion Instrumentation (SMI) Fee Calculation				[a]	
a) Residential	\$0.50 or valuation x .00013			[a]	N
b) Commercial	\$0.50 or valuation x .00028			[a]	N
3 Building Standards (SB 1473) Fee Calculation				[a]	
a) \$1 - \$25,000	\$1			[a]	N
b) \$25,001 - \$50,000	\$2			[a]	N
c) \$50,001 - \$75,000	\$3			[a]	N
d) \$75,001 - \$100,000	\$4			[a]	N
e) Each Add'l \$25,000 or fraction thereof	Add \$1			[a]	N
4 General Plan Update Fee (percent of building permit fee)	5%			[b]	N
5 Technology Fee (percent of permit fee)	5%			[c]	N
6 Temporary Certificate of Occupancy	\$486	\$616	\$130		Y
7 Permit Extension	\$90	\$108	\$18		Y
8 Permit Reissuance Fee	\$90	\$108	\$18		Y
9 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.) (per hour)	\$162	\$205	\$43		Y
Other Fees					
10 After Hours Inspection (per hour) (4-hour minimum)	\$194	\$246	\$52	[d]	Y
11 Re-inspection Fee (2nd Time or More) (each)	\$162	\$205	\$43	[e]	Y
12 Missed Inspection Fee	\$162	\$205	\$43		Y
13 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$81	\$103	\$22		Y
Violation Fees					
14 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)	equal to permit fee (i.e., 2x permit fees)				N

[a] Fees set by State of California.

[b] Fee applies to new construction, additions, tenant improvements, and residential remodels requiring building permits.

[c] Fee applies to all permits except solar permits.

[d] Fee is per hour, with a four-hour minimum.

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

City of Signal Hill Fee Schedule - Before and After Illustration

FINANCE FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
1	Business License Enforcement Penalty	\$180.00	\$180	\$0.00		N
2	Business License Program Administration Fee (each)	\$60.00	\$60	\$0.00		N
3	Business License Tax	See SHMC Chapter 5.04	See SHMC Chapter 5.04			N
4	Delinquent Payment Charge	1.5% of outstanding balance	1.5% of outstanding balance			N
5	Return Check / Non-Sufficient Funds Fee (per transaction)	\$25	\$25	\$0.00		N
6	Credit Card Transaction Processing Fee (% of fee paid by credit card)	2.75%	2.75%			N

Annual business license renewals shall be due and payable in advance on the first day of January of each year, however, that the annual license tax due for any business started subsequent to said date in any year shall be due and payable on the date the such business is started: and provided, further, that if the date such business is started on after the first day of July, the taxes for the remainder of the year shall be one-half of the annual tax prescribed for the business.

City of Signal Hill Fee Schedule - Before and After Illustration

OIL FIELD SERVICES FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
	Oil Field Services					
1	Drilling Permit					
	a) New Non-Unit Wells (per well)	\$1,080	\$1,296	\$216		
	b) New Unit Wells from Approved Drill Site (per well)	\$720	\$864	\$144		
2	Redrilling Permit					
	a) New Non-Unit Wells (per well)	\$720	\$864	\$144		
	b) New Unit Wells from Approved Drill Site (per well)	\$540	\$648	\$108		
3	Issuance Fee	\$120	\$144	\$24		
4	Annual Tank Permit	\$360	\$432	\$72		
5	Annual Well Permit (per well)	\$540	\$648	\$108		
6	Annual Idle Well Permit	see Annual Well Permit	see Annual Well Permit			
7	Abandonment (per well)	\$540	\$648	\$108		
8	Abandonment Report Permit	\$540/well plus consultant costs	\$648/well plus consultant costs			
9	Discovery Permit	\$540/well plus consultant costs	\$648/well plus consultant costs			
10	Emergency Work Permit - wells (per well)	\$540	\$648	\$108		
11	Emergency Work Permit - all other	Based on Valuation	Based on Valuation			
12	Leak Testing & Observation Permit	\$720/well plus consultant costs	\$864/well plus consultant costs			
13	Methane Site Testing & Mitigation Permit	\$720/well plus consultant costs	\$864/well plus consultant costs			
14	Rework Permit (per well)	\$360	\$432	\$72		
15	Liability Insurance	See Note	See Note		[a]	
16	Variances	\$810	\$972	\$162		

City of Signal Hill Fee Schedule - Before and After Illustration

OIL FIELD SERVICES FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
17	Appeals	\$405	\$486	\$81		
18	Late Fees	\$675	\$810	\$135		
19	Extension/Decisions	\$675	\$810	\$135		
20	Annual Electrical Permit					
	a) 0-10 wells	\$45	\$54	\$9		
	b) 11-25 wells	\$90	\$108	\$18		
	c) 25-50 wells	\$135	\$162	\$27		
	d) 50+ wells or other facilities	\$180	\$216	\$36		

[a] \$300,000 for property damage to any one person. One million for property damage to any one accident. One million for personal bodily injury to any one person. Two million aggregate per single accident or occurrence.

City of Signal Hill Fee Schedule - Before and After Illustration

PLANNING FEES

	Description	Current Fee / Deposit	Proposed Fee / Deposit	Fee/Deposit Change	Charge Basis	Note	CPI
Residential							
1	Residential Additions						
	a) Single-story additions to Existing Dwellings Less than 500 SF of Floor Area	\$477	\$947	\$470	Fixed Fee		Y
	b) Second-story additions and additions of more than 500 SF of Floor Area	\$5,000	\$8,000	\$3,000	Deposit		Y
2	New Single-Family or Duplex Dwellings						
	a) Without View Analysis	\$6,000	\$9,000	\$3,000	Deposit		Y
	b) With View Analysis	\$7,000	\$11,000	\$4,000	Deposit		Y
3	ADU	\$3,500	\$3,500	varies	Deposit	[a]	Y
4	Multi-Family and Tract Developments						
	a) Fewer than 10 Dwelling Units	\$10,000	\$15,000	\$5,000	Deposit		Y
	b) More than 10 Dwelling Units	\$15,000	\$23,000	\$8,000	Deposit		Y
5	Administrative Site Plan and Design Review (per hour)	\$154	\$237	varies	Per Hour		Y
6	Other Planning Applications Including Parcel Map, Parcel Map Waiver, Lot Line Adjustments, Etc.	\$5,000	\$8,000	\$3,000	Deposit		Y
7	Residential Inspections						
	a) 4 Units	\$739	\$947	\$208	Fixed Fee		Y
	b) 5 - 10 Units	\$923	\$1,183	\$260	Fixed Fee		Y
	c) More than 10 Units	\$1,849	\$2,366	\$517	Fixed Fee		Y
Commercial & Industrial							
8	Compliance Plans (Trucking and Storage Yards)	\$1,085 Plus Consultant Cost	\$1,465 Plus Consultant Cost	\$380 Plus Consultant Cost	Fixed Fee Plus Consultant Costs		Y
9	Signs	\$121	\$355	\$234	Fixed Fee		Y
10	Outdoor Sales or Temporary Events	\$828	\$1,088	\$260	Fixed Fee		Y
11	Minor Tenant Improvements	\$403	\$710	\$307	Fixed Fee		Y
12	Additions to Existing Buildings and Tenant Improvement Projects	\$2,000	\$3,000	\$1,000	Deposit		Y
13	New Buildings						
	a) Up to 10,000 SF	\$7,000	\$11,000	\$4,000	Deposit		Y
	b) More than 10,000 SF	\$10,000	\$15,000	\$5,000	Deposit		Y
14	Administrative Site Plan and Design Review (per hour)	\$154	\$237	\$83	Per Hour		Y
15	Conditional Use Permits, Variances, Specific Plans, General Plan and Zoning Ordinance Amendments, Etc.	\$5,000	\$8,000	\$3,000	Deposit		Y

City of Signal Hill Fee Schedule - Before and After Illustration

PLANNING FEES

Description		Current Fee / Deposit	Proposed Fee / Deposit	Fee/Deposit Change	Charge Basis	Note	CPI
Miscellaneous							
16	Abatement	Actual Costs Plus Consultant Costs	Actual Costs Plus Consultant Costs		Actual Costs Plus Consultant Costs		N
17	Administrative Citation	\$444	\$444	\$0	Fine		Y
18	Appeals (Except for Administrative Citation)	\$425	\$1,000	\$575	Fixed Fee	[b]	Y
19	Banner Sign	\$40	\$237	\$197	Fixed Fee		Y
20	Business License Review for Zoning	\$100	\$118	\$18	Fixed Fee		Y
21	Construction Time Limits 2nd Extension Review	\$615 Plus Consultant Cost	\$947 Plus Consultant Cost	\$0	Fixed Fee Plus Consultant Costs		Y
22	Due Diligence Letters	\$335	\$473	\$138	Fixed Fee		Y
23	Garage Sales	\$25	\$59	\$34	Fixed Fee		Y
24	Non-Traditional Use Review	\$288 Plus Consultant Cost	\$473 Plus Consultant Cost	\$0	Fixed Fee Plus Consultant Costs		Y
25	Off-Site Plan Retrieval	\$144	\$177	\$33	Fixed Fee per Plan Set		Y
26	Site Inspection	Actual Costs Plus Consultant Costs	Actual Costs Plus Consultant Costs		Actual Costs Plus Consultant Costs		N
27	Site Re-Inspection	Actual Costs Plus Consultant Costs	Actual Costs Plus Consultant Costs		Actual Costs Plus Consultant Costs		N
28	Rates for Services Not Specified in this Schedule						
	a) In-House Planning Staff	\$154	\$237	\$83	per hour		Y
	b) Contract Service Support	Actual + 20% Admin	Actual + 20% Admin		Time & M'tls		N

[a] ADU review includes methane review and planning review.

[b] Depending on the subject of the appeal, specialized expertise may be solicited, at the expense of the applicant, for the purpose of providing input to the City Manager, Planning Commission, other Commission or Board, or City Council.

City of Signal Hill

CODE ENFORCEMENT FEES

#	Description	Fee Structure	Current Fee	Proposed Fee	Fee Change	Note
1	Boarding Permit Fee					
	a) Initial	Fixed Fee	\$225	\$339	\$114	
	b) Extension	Fixed Fee	\$75	\$113	\$38	
	c) Renewal	Fixed Fee	\$225	\$339	\$114	
2	Mobile Food Vending Permit					
	a) Initial	Fixed Fee	\$150	\$226	\$76	
	b) Renewal	Fixed Fee	\$113	\$170	\$57	
3	Police Response Service Charge					[a]
	a) Initial Response / Warning	Fixed Fine	No Charge	No Charge		
	b) 1st Subsequent Response	Fixed Fine	\$100	\$100	\$0	
	c) 2nd Subsequent Response	Fixed Fine	\$250	\$250	\$0	
	d) 3rd Subsequent Response and Any Thereafter	Fixed Fine	\$500	\$500	\$0	
4	Sidewalk Vending Permit					
	a) Initial	Fixed Fee	\$150	\$226	\$76	
	b) Renewal	Fixed Fee	\$113	\$170	\$57	
	c) Appeals Fee	Fixed Fee	\$250	\$326	\$76	
5	Sidewalk Vending Violation					
	a) Violation with Proof of Valid Permit Issued by the City					
	i) First Violation	Fixed Fine	\$100	\$100	\$0	
	ii) Second Violation within One (1) Year of the First Violation	Fixed Fine	\$200	\$200	\$0	
	iii) Each Additional Violation within One (1) Year of the First Violation	Fixed Fine	\$500	\$500	\$0	
	b) Violation without Proof of Valid Permit Issued by the City					
	i) First Violation	Fixed Fine	\$250	\$250	\$0	
	ii) Second Violation within One (1) Year of the First Violation	Fixed Fine	\$500	\$500	\$0	
	iii) Each Additional Violation within One (1) Year of the First Violation	Fixed Fine	\$1,000	\$1,000	\$0	
6	Vending Impound Fee					
	a) Initial	Fixed Fine	\$658	\$658	\$0	
	b) Appeals Fee	Fixed Fine	\$250	\$250	\$0	
7	Administrative Citations					
	a) Administrative Citation					
	i) First Violation	Fixed Fine	\$100	\$100	\$0	
	ii) Second Violation within One (1) Year of the First Violation	Fixed Fine	\$200	\$200	\$0	
	iii) Each Additional Violation within One (1) Year of the First Violation	Fixed Fine	\$500	\$500	\$0	
	b) Administrative Citation Delinquency Penalty					
	i) Delinquency Penalty - Percent of Amount Due to the City	Fixed Fine	10%	10%		
	ii) Delinquency Interest - Per Month, pro rata, of delinquent fine amount	Fixed Fine	0.50%	0.50%		
8	Appeals					
	a) Hearing Officer Estimated Cos- Share of 50%	Fixed Fee	\$250	\$250	\$0	
	b) Deposit: A deposit equal to the full amount of the Citation Fees owed	Deposit	Varies	Varies		

[a] For multiple warnings to control the threat to the public peace, health, safety, or welfare. The City reserves the right to seek reimbursement for actual costs exceeding five hundred dollars through other legal remedies or procedures.

City of Signal Hill Fee Schedule - Before and After Illustration

PUBLIC WORKS FEES

	Description	Current Fee Actual Cost	Proposed Fee Actual Cost	Fee Change	Note	CPI
1	Damage to City Property					
2	Water and Utility Fees	See SHMC Section 13.4	See SHMC Section 13.4			
3	Water Restoration Fee					
	a) During Normal Operating Hours					
	i) Low Income	\$50.00	\$50	\$0		
	ii) All Others	\$100.00	\$100	\$0		
	b) During Non-Operational Hours					
	i) Low Income	\$150.00	\$150	\$0		
	ii) All Others	\$250.00	\$250	\$0		
4	Annual Backflow Administration	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
5	Temporary Water Meter Installation					
	a) Application, Installation, and Removal	\$585.00	\$873	\$288		
	b) Meter Deposit (Refundable)	\$1,500.00	\$1,500			
6	Refuse Fees	See Fee Resolution No. 2018-06-6265; SHMC 8.80.080	See Fee Resolution No. 2018-06-6265; SHMC 8.80.080			
7	Abatement	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
8	Curb Painting Requests	\$125.00	\$240	\$115		
9	Commercial Curb Painting Requests	\$650.00	\$800	\$150		
10	Deed Preparation Fee	Actual Cost	Actual Cost			
11	Development Plan Check Fee	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
12	Encroachment Permit/roll-off bin	\$50.00	\$195	\$145		
13	Encroachment Permit/traffic control w/plan check	Actual Cost	Actual Cost			
14	Engineering Plan Check Fee	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
15	Excavation Permit	\$92.50	\$98	\$5		
16	Excavation Inspection Fee (standard specifications)	Actual Cost	Actual Cost			

City of Signal Hill Fee Schedule - Before and After Illustration

PUBLIC WORKS FEES

Description		Current Fee	Proposed Fee	Fee Change	Note	CPI
17	Preliminary Plan Review	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
18	Public Works Inspection Fee (standard specifications)	Actual Cost	Actual Cost			
19	Public Works Inspection Fee (engineered plans)	Actual Cost	Actual Cost			
20	Site Plan Review	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
21	Records Research/Request	\$185.00	\$276	\$91		
22	Subdivision Fees				[a]	
	a) Parcel Map Waiver (Filing Fee)	\$277.50	\$414	\$137	[a]	
	b) Lot Line Adjustment Fee/Lot Merger (Filing Fee)	\$277.50	\$414	\$137	[a]	
	c) Vacations (Deposit)	\$2,500.00	\$2,500	\$0	[a]	
	d) Final Tract Map	Actual Cost	Actual Cost		[a]	
	e) Final Parcel Map	Actual Cost	Actual Cost		[a]	
23	Duplication Fees					
	a) First Page	\$10.00	\$10	\$0		
	b) Each Additional Page/Copy	\$1.25	\$1.25	\$0		
24	Wireless Fees					
	a) Consultant Review	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
	b) Wireless Permit/Renewal	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
25	Sewer Connection Fee*	LA County Sanitation District	Visit the LA County Sanitation District website			
26	Fire Hydrant Flow Test (per fire hydrant)	\$763.00	\$763	\$0		
27	Sanitary Sewer & Industrial Waste	SHMC Section 13.06.04	SHMC Section 13.06.04			
28	Street Trees					
	a) Street Tree Additional Trimming Charge	Actual Cost	Actual Cost			
	b) Street Tree Removal Charge	Actual Cost	Actual Cost			
	c) Street Tree Removal and Replacement Charge	Actual Cost	Actual Cost			
	d) Street Tree Decision Appeal Fee	\$285.00	\$480	\$195		

City of Signal Hill Fee Schedule - Before and After Illustration

PUBLIC WORKS FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
29	NPDES Inspection Fees					
	a) Automotive Service Facilities	\$140.00	\$195	\$55	[b],[c]	
	b) Retail Gasoline and Automotive Dealerships	\$140.00	\$195	\$55	[b],[c]	
	c) Commercial/Industrial Phase I Facilities	Actual Cost plus consultant costs	Actual Cost plus consultant costs		[b],[c]	
	d) Commercial/Industrial Facilities - Other	Actual Cost plus consultant costs	Actual Cost plus consultant costs		[b],[c]	
30	Urban Storm Water Mitigation Plan Check	Actual Cost plus 20% Admin Fee	Actual Cost plus 20% Admin Fee			
31	Const. Storm Water Pollution Prevention Plan Check	Actual Cost plus 20% Admin Fee	Actual Cost plus 20% Admin Fee			
32	Storm Water Plan Inspection Fees	Actual Cost plus 20% Admin Fee	Actual Cost plus 20% Admin Fee			
33	Electrical Vehicle Charging Fees					
	a) Electrical Vehicle Charging Fee (While Charging)	\$0.55 per kWh	\$0.55 per kWh	\$0		
	b) Electrical Vehicle Parking Fee (After 30-Minute Grace Period From End of Charge)	\$2.50 per hour	\$2.50 per hour	\$0		
34	Water Meter Installation Fees				[d]	
	a) Up to 1 - inch with Meter	\$7,124.00 + \$100.00/LF	\$7,124.00 + \$100.00/LF	\$0	[d]	
	b) Up to 2 - inch with Meter (>1")	\$7,304.00 + \$114.00/LF	\$7,304.00 + \$114.00/LF	\$0	[d]	
35	Rates for Services Not Specified in this Schedule					
	a) Public Works Permit and Engineering Staff (per hour)	\$185	\$195	\$10		
	b) Contract Service Support	Actual + 20% Admin	Actual + 20% Admin			

[a] Amounts shown represent initial deposits.

[b] Fee includes one follow-up inspection if corrective action required. Any additional inspections will be billed at actual cost.

[c] Except for restaurants, the NPDES Inspection Fee shall be reduced by one-half for businesses with an Industrial Waste Inspection permit.

[d] Any other size or special installations will be on a time and materials basis. Cost of water meter installation will vary depending on actual site conditions, street and utility substructure, and location of water main. City installation dependent on Water Department resources. Applicant may be required to utilize a properly licensed contractor to pull encroachment permit and complete water service connections in the right of way.

* Please reference the Los Angeles County Sanitation District website for the most current fee schedule, as it is subject to periodic updates (www.lacsd.org/services/wastewater-programs-permits/sewer-connection-permits-plan-review-approval)

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Current Fee					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
1 Signal Hill Park Basketball Courts (2 hour maximum; Resident use only; Light usage/see separate fee, for Basketball Tournament Use Only)	\$12/hr per court						Y
2 Spud Field (Athletic Use Only)							
a) Outfield Use Only (Non-Exclusive use)	\$18/hr	\$28/hr		\$115	\$12		Y
b) Entire Field	\$87/hr	\$115/hr	\$115/hr	\$115	\$12		Y
3 Light/Electrical Usage Fee							
a) Basketball Court	No Charge	No Charge					Y
b) Spud Field	\$18/hr	\$18/hr					Y
c) Amphitheater - Signal Hill Park	\$18/hr	\$18/hr					Y
d) Amphitheater - Discovery Well Park	\$18/hr	\$18/hr					Y
4 Hilltop Park - Picnic Shelter Permit (4 hour maximum, 25 person limit; Children's parties not permitted in park)	\$35/4 hrs	\$105/4 hrs		\$58	\$12		Y
5 Hilltop Park - Open Grass Area (3 hour maximum, 75-person limit; 1 staff member included) (Wedding/Commitment Ceremonies rental only)	\$90/hr	\$140/hr		\$115	\$35		Y
6 Signal Hill Park - Open Grass Area (4 hour maximum; 1 staff member included) (75 person limit)	\$81/hr	\$140/hr	\$196/hr	\$115	\$35		Y
7 Reservoir Park, Signal Hill Park and Discovery Well Park* Picnic Shelter Permit - (4 hour maximum) *Disc'vry Well Park picnic shelters are for resident use only							
a) Picnic Shelter Permit - Small (25 person limit)	\$35/4 hrs	\$100/4 hrs	\$115/4 hrs	\$60	\$12		Y
b) Picnic Shelter Permit - Large (50 person limit)	\$52/4 hrs	\$120/4 hrs	\$130/4 hrs	\$60	\$12		Y
8 Signal Hill Park Amphitheater (Parks & Recreation Commission Approval Required) (4 hour maximum; 1 staff member included)	\$80/hr	\$100/hr	\$120/hr	\$115	\$35		Y
9 Jumpers and Bouncer Permit	\$45	\$65			\$12		Y

**City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES**

Attachment C

Description	Proposed Fee					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
1 Signal Hill Park Basketball Courts (2 hour maximum; Resident use only; Light usage/see separate fee, for Basketball Tournament Use Only)	\$13/hr per court						Y
2 Spud Field (Athletic Use Only)							
a) Outfield Use Only (Non-Exclusive use)	\$19/hr	\$29/hr		\$119	\$13		Y
b) Entire Field	\$90/hr	\$119/hr	\$119/hr	\$119	\$13		Y
3 Light/Electrical Usage Fee							
a) Basketball Court	No Charge	No Charge					Y
b) Spud Field	\$19/hr	\$19/hr					Y
c) Amphitheater - Signal Hill Park	\$19/hr	\$19/hr					Y
d) Amphitheater - Discovery Well Park	\$19/hr	\$19/hr					Y
4 Hilltop Park - Picnic Shelter Permit (4 hour maximum, 25 person limit; Children's parties not permitted in park)	\$36/4 hrs	\$109/4 hrs		\$62	\$13		Y
5 Hilltop Park - Open Grass Area (3 hour maximum, 75-person limit; 1 staff member included) (Wedding/Commitment Ceremonies rental only)	\$93/hr	\$145/hr		\$119	\$36		Y
6 Signal Hill Park - Open Grass Area (4 hour maximum; 1 staff member included) (75 person limit)	\$84/hr	\$145/hr	\$202/hr	\$119	\$36		Y
7 Reservoir Park, Signal Hill Park and Discovery Well Park* Picnic Shelter Permit - (4 hour maximum) *Disc'vry Well Park picnic shelters are for resident use only							
a) Picnic Shelter Permit - Small (25 person limit)	\$36/4 hrs	\$109/4 hrs	\$119/4 hrs	\$62	\$13		Y
b) Picnic Shelter Permit - Large (50 person limit)	\$54/4 hrs	\$124/4 hrs	\$134/4 hrs	\$62	\$13		Y
8 Signal Hill Park Amphitheater (Parks & Recreation Commission Approval Required) (4 hour maximum; 1 staff member included)	\$83/hr	\$103/hr	\$124/hr	\$119	\$36		Y
9 Jumpers and Bouncer Permit	\$46	\$67			\$0		Y

**City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES**

Attachment C

Description	Fee Change					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
1 Signal Hill Park Basketball Courts (2 hour maximum; Resident use only; Light usage/see separate fee, for Basketball Tournament Use Only)	\$1.00/hr per court						Y
2 Spud Field (Athletic Use Only)							
a) Outfield Use Only (Non-Exclusive use)	\$1/hr	\$1/hr		\$4	\$1		Y
b) Entire Field	\$3/hr	\$4/hr	\$4/hr	\$4	\$1		Y
3 Light/Electrical Usage Fee							
a) Basketball Court							Y
b) Spud Field	\$1/hr	\$1/hr					Y
c) Amphitheater - Signal Hill Park	\$1/hr	\$1/hr					Y
d) Amphitheater - Discovery Well Park	\$1/hr	\$1/hr					Y
4 Hilltop Park - Picnic Shelter Permit (4 hour maximum, 25 person limit; Children's parties not permitted in park)	\$1/4 hrs	\$4/4 hrs		\$4	\$1		Y
5 Hilltop Park - Open Grass Area (3 hour maximum, 75-person limit; 1 staff member included) (Wedding/Commitment Ceremonies rental only)	\$3/hr	\$5/hr		\$4	\$1		Y
6 Signal Hill Park - Open Grass Area (4 hour maximum; 1 staff member included) (75 person limit)	\$3/hr	\$5/hr	\$6/hr	\$4	\$1		Y
7 Reservoir Park, Signal Hill Park and Discovery Well Park* Picnic Shelter Permit - (4 hour maximum) *Disc'vry Well Park picnic shelters are for resident use only				\$0	\$0		
a) Picnic Shelter Permit - Small (25 person limit)	\$1/4 hrs	\$3/4 hrs	\$4/4 hrs	\$2	\$1		Y
b) Picnic Shelter Permit - Large (50 person limit)	\$2/4 hrs	\$4/4 hrs	\$4/4 hrs	\$2	\$1		Y
8 Signal Hill Park Amphitheater (Parks & Recreation Commission Approval Required) (4 hour maximum; 1 staff member included)	\$3/hr	\$3/hr	\$4/hr	\$4	\$1		Y
9 Jumpers and Bouncer Permit	\$1	\$2			(\$12)		Y

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Current Fee					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
10 Signal Hill Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$55/hr	\$75/hr					Y
b) Room - All Other	\$75/hr	\$95/hr	\$115/hr	\$250	\$35		Y
c) Purchase of Insurance Required					\$100 - \$200 Depending on Usage		Y
11 Discovery Well Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$46/hr	\$69/hr					Y
b) Room - All Other	\$69/hr	\$92/hr	\$115/hr	\$288	\$35		Y
c) Patio/Amphitheater (with building only)	\$30 Flat fee	\$52 Flat fee	\$75 Flat fee				Y
d) Purchase of Insurance Required					\$100 - \$200 Depending on Usage		Y
12 Library (3 hour minimum; 1 staff member included)							
a) Community Room							
i) Room - Monday - Thursday, 9am - 5pm rates	\$70/hr	\$92/hr					Y
ii) Room - All Other	\$115/hr	\$138/hr	\$161/hr	\$288	\$35		Y
b) Learning Center							
i) Room - Monday - Thursday, 9am - 5pm rates	\$60/hr	\$81/hr					Y
ii) Room - All Other	\$70/hr	\$92/hr	\$115/hr	\$288	\$35		Y
c) Terrace Patio							
i) Monday - Thursday, 9am - 5pm rates	\$115/hr	\$138/hr					Y
ii) All Other	\$173/hr	\$196/hr	\$219/hr	\$288	\$35		Y
d) Zinnia Courtyard	\$173/hr	\$196/hr	\$219/hr	\$288	\$35		Y
e) Community Room + Zinnia Courtyard	\$230/hr	\$253/hr	\$276/hr	\$288	\$35		Y
13 Other Fees							
Department Facility Reservation Policies							
a) Kitchen Cleaning Fee					\$35/hr		Y
b) Additional Community Services Staff - Part Time					\$25/hr		Y
c) Additional Community Services Staff - Full-Time					\$52/hr		Y
d) Date Change Fee					\$12		Y

(1) Building and Amphitheater use requires staff during the event.
The Department will determine the number of additional staff that
may be required based on the event and size of the group.

(2) Security officers may be assigned at the discretion of the City,
billed on an actual cost basis and approved by the Signal Hill Police
Dept.

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Proposed Fee					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
10 Signal Hill Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$57/hr	\$77/hr					Y
b) Room - All Other	\$77/hr	\$98/hr	\$119/hr	\$297	\$36		Y
c) Purchase of Insurance Required					\$100 - \$200 Depending on Usage		Y
11 Discovery Well Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$48/hr	\$71/hr					Y
b) Room - All Other	\$71/hr	\$95/hr	\$119/hr	\$297	\$36		Y
c) Patio/Amphitheater (with building only)	\$31 Flat fee	\$54 Flat fee	\$77 Flat fee				Y
d) Purchase of Insurance Required					\$100 - \$200 Depending on Usage		Y
12 Library (3 hour minimum; 1 staff member included)							
a) Community Room							
i) Room - Monday - Thursday, 9am - 5pm rates	\$72/hr	\$95/hr					Y
ii) Room - All Other	\$119/hr	\$143/hr	\$166/hr	\$297	\$36		Y
b) Learning Center							
i) Room - Monday - Thursday, 9am - 5pm rates	\$62/hr	\$84/hr					Y
ii) Room - All Other	\$72/hr	\$95/hr	\$119/hr	\$297	\$36		Y
c) Terrace Patio							
i) Monday - Thursday, 9am - 5pm rates	\$119/hr	\$143/hr					Y
ii) All Other	\$179/hr	\$202/hr	\$226/hr	\$297	\$36		Y
d) Zinnia Courtyard	\$179/hr	\$202/hr	\$226/hr	\$297	\$36		Y
e) Community Room + Zinnia Courtyard	\$238/hr	\$261/hr	\$285/hr	\$297	\$36		Y
13 Other Fees							
Department Facility Reservation Policies							
a) Kitchen Cleaning Fee					\$36/hr		Y
b) Additional Community Services Staff - Part Time					\$26/hr		Y
c) Additional Community Services Staff - Full-Time					\$54/hr		Y
d) Date Change Fee					\$13		Y

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Dept.

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Fee Change					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
10 Signal Hill Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$2/hr	\$2/hr					Y
b) Room - All Other	\$2/hr	\$3/hr	\$4/hr	\$47	\$1		Y
c) Purchase of Insurance Required					\$15 - \$20 Depending on Usage		Y
11 Discovery Well Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$2/hr	\$2/hr					Y
b) Room - All Other	\$2/hr	\$3/hr	\$4/hr	\$9	\$1		Y
c) Patio/Amphitheater (with building only)	\$1	\$2	\$2				Y
d) Purchase of Insurance Required					\$15 - \$20 Depending on Usage		Y
12 Library (3 hour minimum; 1 staff member included)							
a) Community Room							
i) Room - Monday - Thursday, 9am - 5pm rates	\$2/hr	\$3/hr					Y
ii) Room - All Other	\$4/hr	\$5/hr	\$5/hr	\$9	\$1		Y
b) Learning Center							
i) Room - Monday - Thursday, 9am - 5pm rates	\$2/hr	\$3/hr					Y
ii) Room - All Other	\$2/hr	\$3/hr	\$4/hr	\$9	\$1		Y
c) Terrace Patio							
i) Monday - Thursday, 9am - 5pm rates	\$4/hr	\$5/hr					Y
ii) All Other	\$6/hr	\$6/hr	\$7/hr	\$9	\$1		Y
d) Zinnia Courtyard	\$6/hr	\$6/hr	\$7/hr	\$9	\$1		Y
e) Community Room + Zinnia Courtyard	\$8/hr	\$8/hr	\$9/hr	\$9	\$1		Y
13 Other Fees							
Department Facility Reservation Policies							
a) Kitchen Cleaning Fee					\$1/hr		Y
b) Additional Community Services Staff - Part Time					\$1/hr		Y
c) Additional Community Services Staff - Full-Time					\$2/hr		Y
d) Date Change Fee					\$1		Y

(1) Building and Amphitheater use requires staff during the event.
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Dept.

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Current Fee					Note	CPI
	Resident	Resident/ Sibling Discount	Non-Resident	Non-Resident/ Sibling Discount	Other		
1 Youth Recreation Program Fees							
Bi-Weekly Rate (Rates will be prorated for holidays and program closures as appropriate)							
a) Afterschool - Kindergarten	\$85/biweekly for 10 days of programming	\$75/biweekly for 10 days of programming	\$105/biweekly for 10 days of programming	\$95/biweekly for 10 days of programming			Y
b) Afterschool - 1st to 5th grades	\$65/biweekly for 10 days of programming	\$55/biweekly for 10 days of programming	\$85/biweekly for 10 days of programming	\$75/biweekly for 10 days of programming			Y
c) Afterschool - Middle school	\$25/biweekly for 10 days of programming	\$30/biweekly for 10 days of programming	\$30/biweekly for 10 days of programming				Y
d) Afterschool - Middle school drop-in fee	\$4 per day		\$6 per day				Y
e) Intersession	\$80/week for 5 days of programming	\$70/week for 5 days of programming	\$90/week for 5 days of programming	\$80/week for 5 days of programming			Y
f) Itty Bitty Day Camp	\$85/week for 5 days of programming	\$75/week for 5 days of programming	\$95/week for 5 days of programming	\$85/week for 5 days of programming			Y
g) Late Pick-up Fee (per 15-minute period)					\$15		Y
h) Registration Fee / Per Application (Due Annual in Sept)					\$25		Y
i) Forgotten Lunch Fee					Actual Cost		Y
j) Late Payment Charge					\$5 per day		Y
2 Youth Sports Annual Fee							
a) Youth Sports Registration Fee / Per Application (September)	\$23						Y
b) Youth Sports - Uniform Fee	\$12 per jersey						Y
3 Excursions and Programs	Actual Cost		Cost + \$5				N
4 Classes and Events	Not to Exceed Actual Cost						N
5 Fitness Trainers in Parks (3 groups per park max)							
a) Annual Registration Fee	\$25		\$25				Y
b) Hourly Rate for Use of Park	\$18/hr		\$23/hr				Y
c) Cleaning/Damage Deposit - Refundable					\$100		Y

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Proposed Fee					Note	CPI
	Resident	Resident/ Sibling Discount	Non-Resident	Non-Resident/ Sibling Discount	Other		
1 Youth Recreation Program Fees							
Bi-Weekly Rate (Rates will be prorated for holidays and program closures as appropriate)							
a) Afterschool - Kindergarten	\$88/biweekly for 10 days of programming	\$78/biweekly for 10 days of programming	\$109/biweekly for 10 days of programming	\$99/biweekly for 10 days of programming			Y
b) Afterschool - 1st to 5th grades	\$68/biweekly for 10 days of programming	\$57/biweekly for 10 days of programming	\$88/biweekly for 10 days of programming	\$78/biweekly for 10 days of programming			Y
c) Afterschool - Middle school	\$26/biweekly for 10 days of programming	\$31/biweekly for 10 days of programming	\$31/biweekly for 10 days of programming				Y
d) Afterschool - Middle school drop-in fee	\$5 per day		\$7 per day				Y
e) Intersession	\$83/week for 5 days of programming	\$73/week for 5 days of programming	\$93/week for 5 days of programming	\$83/week for 5 days of programming			Y
f) Itty Bitty Day Camp	\$88/week for 5 days of programming	\$78/week for 5 days of programming	\$99/week for 5 days of programming	\$88/week for 5 days of programming			Y
g) Late Pick-up Fee (per 15-minute period)					\$16		Y
h) Registration Fee / Per Application (Due Annual in Sept)					\$26		Y
i) Forgotten Lunch Fee					Actual Cost		Y
j) Late Payment Charge					\$6 per day		Y
2 Youth Sports Annual Fee							
a) Youth Sports Registration Fee / Per Application (September)	\$24						Y
b) Youth Sports - Uniform Fee	\$13 per jersey						Y
3 Excursions and Programs	Actual Cost		Cost + \$5				N
4 Classes and Events	Not to Exceed Actual Cost						N
5 Fitness Trainers in Parks (3 groups per park max)							
a) Annual Registration Fee	\$26		\$26				Y
b) Hourly Rate for Use of Park	\$19/hr		\$24/hr				Y
c) Cleaning/Damage Deposit - Refundable					\$104		Y

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Fee Change					Note	CPI
	Resident	Resident/ Sibling Discount	Non-Resident	Non-Resident/ Sibling Discount	Other		
1 Youth Recreation Program Fees							
Bi-Weekly Rate (Rates will be prorated for holidays and program closures as appropriate)							
a) Afterschool - Kindergarten	\$3/biweekly for 10 days of programming	\$3/biweekly for 10 days of programming	\$4/biweekly for 10 days of programming	\$4/biweekly for 10 days of programming			Y
b) Afterschool - 1st to 5th grades	\$3/biweekly for 10 days of programming	\$2/biweekly for 10 days of programming	\$3/biweekly for 10 days of programming	\$3/biweekly for 10 days of programming			Y
c) Afterschool - Middle school	\$1/biweekly for 10 days of programming	\$1/biweekly for 10 days of programming	\$1/biweekly for 10 days of programming				Y
d) Afterschool - Middle school drop-in fee	\$1 per day		\$1 per day				Y
e) Intersession	\$3/week for 5 days of programming	\$3/week for 5 days of programming	\$3/week for 5 days of programming	\$3/week for 5 days of programming			Y
f) Itty Bitty Day Camp	\$3/week for 5 days of programming	\$3/week for 5 days of programming	\$4/week for 5 days of programming	\$3/week for 5 days of programming			Y
g) Late Pick-up Fee (per 15-minute period)					\$1		Y
h) Registration Fee / Per Application (Due Annual in Sept)					\$1		Y
i) Forgotten Lunch Fee					varies		Y
j) Late Payment Charge					\$1 per day		Y
2 Youth Sports Annual Fee							
a) Youth Sports Registration Fee / Per Application (September)	\$1						Y
b) Youth Sports - Uniform Fee	\$1 per jersey						Y
3 Excursions and Programs	No Change		No Change				N
4 Classes and Events	No Change						N
5 Fitness Trainers in Parks (3 groups per park max)							
a) Annual Registration Fee	\$5		\$5				Y
b) Hourly Rate for Use of Park	\$1/hr		\$1/hr				Y
c) Cleaning/Damage Deposit - Refundable					\$4		Y

City of Signal Hill Fee Schedule - Before and After Illustration

COMMUNITY GARDEN FEES

Description		Current Fee	Proposed Fee	Fee Change	Note	CPI
1	Community Garden					
	a) Plot Fee (annual)	\$115	\$119	\$4		Y
	b) Late Fee Penalty (per quarter)	\$12	\$13	\$1		Y
	c) Plot Cleaning Fee (per occurrence)	\$55	\$57	\$2		Y
	d) Cleaning/Damage Deposit - Refundable	\$100	\$104	\$4		Y

City of Signal Hill Fee Schedule - Before and After Illustration

LIBRARY SERVICES FEES

Description		Current Fee	Proposed Fee	Fee Change	CPI
1	Library Card	No Charge	No Charge	\$0.00	N
2	Duplicate/Lost Card	\$3.00	\$3.00	\$0.00	N
3	DVD	No Charge	No Charge	\$0.00	N
4	Entertainment	No Charge	No Charge	\$0.00	N
5	Educational	No Charge	No Charge	\$0.00	N
6	Damaged DVD Case	\$3.00	\$3.00	\$0.00	N
7	Exam proctor (Per test/Per person)	\$35.00	\$35.00	\$0.00	N
8	Book Fines & Overdue Materials				
	a) Book/Periodical	No charge	No charge	\$0.00	N
	b) Maximum Book Fine	No Maximum	No Maximum	\$0.00	N
	c) Interlibrary Loan Materials	\$3.00	\$3.00	\$0.00	N
	d) Missing Bar Code	\$1.00	\$1.00	\$0.00	N
	e) Lost or damage books & materials	Cost plus \$3 charge	Cost plus \$3 charge	\$0.00	N
	f) Library copier fee	\$.20/page	\$.20/page	\$0.00	N
	g) Missing RFID Tag	\$5.00	\$5.00	\$0.00	N
9	Computer Printer Fee				
	a) Black & White (8.5 x 11)	\$.20/page	\$.20/page	\$0.00	N
	b) Color (8.5 x 11)	\$.35/page	\$.35/page	\$0.00	N
	c) Black & White (8.5 x 14)	\$.35/page	\$.35/page	\$0.00	N
	d) Color (8.5 x 14)	\$.65/page	\$.65/page	\$0.00	N
	e) Black & White (11 x 17)	\$.35/page	\$.35/page	\$0.00	N
	f) Color (11 x 17)	\$.65/page	\$.65/page	\$0.00	N

City of Signal Hill Fee Schedule

Before and After Illustration

TRANSIT FEES

Activity Description	Current Fee				Note	CPI	Proposed Fee				Note	CPI
	Extreme/Low Income Waiver (All Ages)	Low/Moderate Income Waiver (All Ages)	Senior Waiver	Basic Rates			Extreme/Low Income Waiver (All Ages)	Low/Moderate Income Waiver (All Ages)	Senior Waiver	Basic Rates		
1 Transit Fees												
a) Bus Passes	\$2.75	\$5.25	\$10.50	\$21.00		N	*	*	*	*		N
b) Dial-A-Lift	\$1 per ride	\$1 per ride				N	\$2 per ride	\$2 per ride				N

* Visit Long Beach Transit to determine what fee you qualify for (<https://ridelbt.com/fares/>).

City of Signal Hill F

Before and After I

TRANSIT FEES

Activity Description	Fee Change				Note	CPI
	Extreme/Low Income Waiver (All Ages)	Low/Moderate Income Waiver (All Ages)	Senior Waiver	Basic Rates		
1 Transit Fees						
a) Bus Passes	*	*	*	*		N
b) Dial-A-Lift	\$1 per ride	\$1 per ride				N

* Visit Long Beach Transit to dete

City of Signal Hill Fee Schedule - Before and After Illustration

POLICE FEES

Activity Description	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Note	CPI
1 Reports							
a) Copy of Accident / Incident Report	\$24	100%	\$29	100%	\$5		Y
b) Copy of Arrest Report	\$24	100%	\$29	100%	\$5		Y
2 DMV Discovery Request	\$197	100%	\$230	100%	\$34		Y
3 Immigration / Passport Clearance Letter	\$36	100%	\$40	100%	\$5		Y
4 Citation Sign-off	\$26	81%	\$39	100%	\$13		N
5 Preferential Parking Permit							
a) Per Vehicle	\$12	100%	\$15	100%	\$3		Y
b) Visitor Parking Permit	\$7	58%	\$15	100%	\$8		Y
c) Overnight Parking Permit	\$12	100%	\$15	100%	\$3		Y
d) Oversized Vehicle Parking Permit	\$21	88%	\$29	100%	\$8		Y
6 Alarm Permit							
a) Business Alarm Permit (2-Year Permit)	\$34	0%	\$34	0%	\$0		Y
b) Residential Alarm Permit (2-Year Permit)	\$17	0%	\$17	0%	\$0		Y
7 Alarm Fine (within any 12 consecutive months)							
a) First False Alarm	\$0	0%	\$0	0%	\$0		Y
b) Burglary Alarm: Second and Subsequent False Alarms	\$70	73%	\$118	100%	\$48		Y
c) Robbery Alarm: Second and Subsequent False Alarm	\$140	97%	\$176	100%	\$36		Y
8 Vehicle Impound	\$200	92%	\$264	100%	\$64		Y
9 Repossession Fee	\$15	n/a	\$15	n/a	\$0	[a]	N
10 Firearm Sales Permit	\$196	100%	\$224	100%	\$28		Y
11 Massage Permit							
a) Massage Establishment Permit	\$480	100%	\$546	100%	\$66		Y
b) Massage Technician Permit	\$267	100%	\$306	100%	\$39		Y
12 Pawnbroker Permit / Renewal	\$196	100%	\$224	100%	\$28		Y

City of Signal Hill Fee Schedule - Before and After Illustration

POLICE FEES

Activity Description	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Note	CPI
13 Private Patrol System Permit							
a) Per Business	\$125	64%	\$224	100%	\$99		Y
b) Per Private Patrol Officer	\$10	15%	\$75	100%	\$65		Y
14 Concealed Weapon Permit							
a) New	\$498	100%	\$568	100%	\$70	[b]	Y
b) Renewal	\$25		\$25		\$0	[b]	N
c) Psychological Testing	\$125		\$125		\$0	[b]	N
d) Modification of Permit	\$10		\$10		\$0	[b]	N
15 Special Events Staffing	Actual Cost		Actual Cost				N
16 Subpoena (Officer for Civil Court)	State Max		State Max				N
17 Call History List	No Charge		No Charge		\$0		N
18 Bicycle License	\$1		\$1		\$0		N

[a] Fee set by State of California.

[b] In addition to amounts, shown, additional amounts due to Department of Justice and/or other agencies will be collected.

City of Signal Hill Fee Schedule - Before and After Illustration

PARKING PENALTY BAIL SCHEDULE

Code	Violation Description	Current Fine / Fee	Proposed Fine / Fee	Fine / Fee Change	CPI
SHMC 10.28.040A	Park On or In Median	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.040D	Red Curb/No Parking Zone	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.040F	Park Causing Traffic Hazard	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.040G	Street Sweeping	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.040J	Parking Within 20 Feet of Traffic Signal, Stop Sign, or Electric Flashing Device	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.050	72-Hour Parking	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.060	Displayed Vehicle for Sale	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.070	Vehicle Repairs on City Street	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.080	Washing Vehicle on City Street	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.110	Turn Wheels Against Curb When Parked on Any Grade in City	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.120	Catering/Ice Cream Vendor Vehicle Parked/Vending for Longer Than 10 Minutes in One Place	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.120	Peddlers/Vendors Vehicle Parked/Vending for Longer Than 10 Minutes in One Place	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.160	Green Curb - 20 Minute Parking	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.170	One-Hour Parking	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.180	Two-Hour Parking	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.210B	Parking Within Space Markings	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.220	No Stopping Zone	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.230	Detached Trailers	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.240E1	Permit Parking	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.250	2-6AM Commercial Vehicle Restrictions	\$81.00	\$84.00	\$3.00	Y
SHMC 10.30.020	Oversized Vehicle	\$81.00	\$84.00	\$3.00	Y
SHMC 10.32.060	Parking in Alley	\$62.00	\$64.00	\$2.00	Y
SHMC 10.32.070	Bus Zones	\$310.00	\$320.00	\$10.00	Y
SHMC 10.32.040	Yellow Loading Zone/Loading Should Only Take 20 Minutes and Applies to Commercial Vehicles	\$51.00	\$53.00	\$2.00	Y
SHMC 10.32.050	White Curb Passenger Loading Zone - Max of 3 Minutes	\$51.00	\$53.00	\$2.00	Y
CVC 22502A	18" of Curb/Wrong Way	\$51.00	\$53.00	\$2.00	Y
CVC 22522	Access Ramp Disabled	\$62.00	\$64.00	\$2.00	Y
CVC 22500(H)	Double Parking	\$62.00	\$64.00	\$2.00	Y
CVC 4000(A)(1)	Expired Registration (Reduced to \$10 with Proof of Correction)	\$81.00	\$84.00	\$3.00	Y

City of Signal Hill Fee Schedule - Before and After Illustration
PARKING PENALTY BAIL SCHEDULE

Code	Violation Description	Current Fine / Fee	Proposed Fine / Fee	Fine / Fee Change	CPI
CVC 22514	Fire Hydrant	\$81.00	\$84.00	\$3.00	Y
CVC 22500.1	Fire Lane	\$81.00	\$84.00	\$3.00	Y
CVC 22507.8	Disabled Parking	\$399.00	\$412.00	\$13.00	Y
CVC 22516	Leaving Standing a Locked Vehicle with Any Person Inside who Cannot Readily Escape From It	\$51.00	\$53.00	\$2.00	Y
CVC 21113(A)	Library/Police Parking	\$51.00	\$53.00	\$2.00	Y
CVC 5204(A)	Not Displaying Current Tags (Reduced to \$10 with Proof of Correction)	\$51.00	\$53.00	\$2.00	Y
CVC 22500(E)	Park Across Driveway	\$51.00	\$53.00	\$2.00	Y
CVC 22507.8(C)	Disabled Crosshatch	\$399.00	\$412.00	\$13.00	Y
CVC 21211(A)	Park in Bike Lane	\$51.00	\$53.00	\$2.00	Y
CVC 22500(I)	Park in Bus Stop	\$310.00	\$320.00	\$10.00	Y
CVC 22500(B)	Park in Crosswalk	\$51.00	\$53.00	\$2.00	Y
CVC 22500(A)	Park in Intersection	\$51.00	\$53.00	\$2.00	Y
CVC 22500(F)	Parking on Sidewalk	\$57.00	\$59.00	\$2.00	Y
	AB 503 Payment Plan Fee	\$5.00	\$5.00	\$0.00	N
	Correction Fee Reduction	\$11.00	\$10.00	(\$1.00)	N



Illustration of Current and Proposed Fees

City of Signal Hill

ILLUSTRATION OF CURRENT AND PROPOSED FEES

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City of Signal Hill Fee Schedule - Before and After Illustration

ADMINISTRATIVE FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
1	Printed Copies of Materials					
	a) Black and white (per page)	\$0.10	\$0.10	\$0.00		N
	b) Color (per page)	\$0.50	\$0.50	\$0.00		N
2	Digital copies produced via email or FTP site upload	No charge	No charge	\$0.00		N
3	Conversion of paper documents (8 1/2 x 11) to digital copies					
	a) Up to 30 pages	No charge	No charge	\$0.00		N
	b) Over 30 pages	Actual cost of digitization	Actual cost of digitization	\$0.00		
4	Copies of oversized drawings or plans	Actual cost of reproduction	Actual cost of reproduction	\$0.00		N
5	Microfilm copies (per page)	\$1.05	\$1.05	\$0.00		N
6	Certified Copies (per document)	\$10.00	\$10.00	\$0.00		N
7	Digital Media Copy (i.e., CD, DVC, Flash Drive) (each)	\$2.00	\$2.00	\$0.00		N
8	Video, Photo, or Audio Production	Actual Cost	Actual Cost	\$0.00	[a]	N
9	Initiative Petition Filing Fee	\$200.00	\$200.00	\$0.00	[b]	N
10	Candidate Filing Fee (non-refundable processing fee - SHMC 1.12)	\$25.00	\$25.00	\$0.00		N
11	Candidate Statement	\$750.00 deposit	\$750.00 deposit	\$0.00		N
12	FPPC Campaign Statement - Late Filing Fee	\$10.00 per day cumulative/\$100.00	\$10.00 per day cumulative/\$100.00	\$0.00		N
13	Copies of Statement of Economic Interest, Campaign Statements (per FPPC) (per page)	\$0.10	\$0.10	\$0.00		N
14	Statement of Economic Interest - Late filing Fee	\$10.00 per day maximum \$100.00	\$10.00 per day maximum \$100.00	\$0.00		N
15	Retrieval fee for Forms or Statements 5 or more years old	\$5.00	\$5.00	\$0.00		N

[a] Cost of redaction for production of documents pursuant to AB 748 and SB 1421 or otherwise include costs/fees incurred by City for third party vendor redaction services.

[b] Will be refunded if petition is deemed sufficient (EC 9202(b)).

City of Signal Hill Fee Schedule - Before and After Illustration

ANIMAL CONTROL FEES

	Description	Current Fee	Proposed Fee	Fee Change	CPI
1	Dog Licensing*				
	a) Altered Animal - One-Year License				
	i) License Fee	\$20.00	\$28.00	\$8	Y
	ii) Senior Discount	\$10.00	\$14.00	\$4	Y
	b) Unaltered Animal - One-Year License				
	i) License Fee	\$105.00	\$250.00	\$145	Y
	ii) Senior Discount	n/a	\$125.00	\$125	Y
	c) Replacement Tags	\$10.00	\$10.00	\$0	Y
	d) Late Fee Penalty	\$15.00	\$15.00	\$0	Y
2	Animal Control Fines				
	Administrative Fines for SHMC Chapter 6.04 Dog Licensing and Fowl, Rabbits and Goats				
	a) First Violation	\$100.00	\$100	\$0	N
	b) Second Violation (Within one year of initial violation)	\$200.00	\$200	\$0	N
	c) Subsequent Violations	\$250.00	\$250	\$0	N
3	Animal Shelter, Rabies Control, Police Animals and Animal Regulations				
	a) First Violation	\$100.00	\$100	\$0	N
	b) Second Violation (Within one year of initial violation)	\$200.00	\$200	\$0	N
	c) Subsequent Violations	\$500.00	\$500	\$0	N
4	Animal Breeding and Transfer				
	a) First Violation	\$350.00	\$350	\$0	N
	b) Second Violation (Within one year of initial violation)	\$700.00	\$700	\$0	N
	c) Subsequent Violations	\$1,000.00	\$1,000	\$0	N
5	Vicious Animal Penalties				
	a) First Violation	\$350.00	\$350	\$0	N
	b) Second Violation (Within one year of initial violation)	\$700.00	\$700	\$0	N
	c) Subsequent Violations	\$1,000.00	\$1,000	\$0	N
6	Appeals Process				
	a) Deposit for Vicious Animals Appeal Process Deposit refunded if the appeal is granted	Cost of Citation, plus \$1,125	Cost of Citation	\$0	N
	b) Deposit for Administrative Citation Appeal Process Deposit refunded if the appeal is granted	Cost of Citation	Cost of Citation	\$0	N

* Pursuant to the City of Signal Hill contract with the City of Long Beach, fees shall be as set forth in the City of Long Beach Schedule of Fees and Charges, as periodically established and amended by resolution and as approved by the Long Beach City Council. Please reference the City of Long Beach website for the most current fee schedule, as it is subject to periodic updates (www.longbeach.gov/acs/laws-enforcement/animal-laws/licensing/).

City of Signal Hill Fee Schedule - Before and After Illustration

FINANCE FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
1	Business License Enforcement Penalty	\$180.00	\$180	\$0.00		N
2	Business License Program Administration Fee (each)	\$60.00	\$60	\$0.00		N
3	Business License Tax	See SHMC Chapter 5.04	See SHMC Chapter 5.04			N
4	Delinquent Payment Charge	1.5% of outstanding balance	1.5% of outstanding balance			N
5	Return Check / Non-Sufficient Funds Fee (per transaction)	\$25	\$25	\$0.00		N
6	Credit Card Transaction Processing Fee (% of fee paid by credit card)	2.75%	2.75%			N

Annual business license renewals shall be due and payable in advance on the first day of January of each year, however, that the annual license tax due for any business started subsequent to said date in any year shall be due and payable on the date the such business is started: and provided, further, that if the date such business is started on after the first day of July, the taxes for the remainder of the year shall be one-half of the annual tax prescribed for the business.

City of Signal Hill Fee Schedule - Before and After Illustration

BUILDING FEES

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

Fee Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
1 HVAC Change-Out - Residential	\$203	\$257	\$54		Y
2 Water Heater Change-Out - Residential	\$122	\$154	\$32		Y
3 Residential Re-Roof	\$284	\$359	\$75		Y
4 Siding Replacement	\$162	\$205	\$43		Y
5 Service Panel Upgrade - Residential	\$203	\$257	\$54		Y
6 Battery Backup Storage	\$162	\$205	\$43		Y
7 Electric Vehicle Charger	\$162	\$205	\$43		Y
8 Generator	\$162	\$205	\$43		Y
9 Residential Solar Photovoltaic System - Solar Permit					
a) Plan Review					
i) Base Fee for 15kW or Less	\$200	\$200	\$0	[a],[b]	N
ii) Fee for Each Additional kW above 15kW	\$15	\$15	\$0	[a],[b]	N
b) Permit	\$250	\$250	\$0	[a],[b]	N
10 Commercial Solar Photovoltaic System - Solar Permit					
a) Plan Review					
i) Base Fee 50kW or Less	\$444	\$444	\$0	[a],[b]	N
ii) Fee for Each Add'l kW above 50kW up to 250kW	\$7	\$7	\$0	[a],[b]	N
ii) Fee for Each Add'l kW above 250kW	\$5	\$5	\$0	[a],[b]	N
b) Permit	\$556	\$556	(\$1)	[a],[b]	N
11 Swimming Pool Replaster / Equipment Change-Out	\$284	\$359	\$75		Y
12 Swimming Pool Remodel (e.g., Changing Pool Shape, Adding Cabo Shelf, etc.)	\$284	\$359	\$75		Y
13 Temporary Power					
a) First or Main Power Distribution Pole	\$203	\$257	\$54		Y
b) Additional Poles (same system) for distributions	\$41	\$51	\$10		Y
14 Retaining Wall	\$284	\$359	\$75		Y
15 Window / Sliding Glass Door - Repair					
a) Up to 5	\$284	\$359	\$75		Y
b) Per Window Over 5 Windows	\$41	\$51	\$10		Y
16 Fences	\$203	\$257	\$54		Y
17 Electrical and Irrigation Pedestals per pedestal	\$203	\$257	\$54		Y

[a] Total fees shall not exceed amounts outlined in California Government Code 66015(a)(1).

[b] The City will not collect additional permit processing fees. Amounts shown are total amount due for permit processing, plan review, and permit.

City of Signal Hill Fee Schedule - Before and After Illustration

BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

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

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

B. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, Combined Mechanical, Electrical, and/or Plumbing Permits, and Stand-Alone Mechanical, Electrical, and/or Plumbing Permit Not Otherwise Listed in Section A of this Schedule

Description		Current Fee	Proposed Fee	Fee Change	Note	CPI
Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits						
1	Up to \$2,000 Project	\$121.50	\$153.90	\$32		Y
2	\$2,000 Project	\$121.50	\$153.90	\$32		Y
	for each add'l \$1,000 or fraction thereof, to and including \$25,000	\$15.85	\$20.07	\$4.22		Y
3	\$25,000 Project	\$486.00	\$615.60	\$129.60		Y
	for each add'l \$1,000 or fraction thereof, to and including \$50,000	\$19.44	\$24.62	\$5.18		Y
4	\$50,000 Project	\$972.00	\$1,231.20	\$259.20		Y
	for each add'l \$1,000 or fraction thereof, to and including \$100,000	\$12.96	\$16.42	\$3.46		Y
5	\$100,000 Project	\$1,620.00	\$2,052.00	\$432.00		Y
	for each add'l \$1,000 or fraction thereof, to and including \$500,000	\$8.91	\$11.29	\$2.38		Y
6	\$500,000 Project	\$5,184.00	\$6,566.40	\$1,382.40		Y
	for each add'l \$1,000 or fraction thereof, to and including \$1,000,000	\$5.18	\$6.57	\$1.39		Y
7	\$1,000,000 Project	\$7,776.00	\$9,849.60	\$2,073.60		Y
	for each add'l \$1,000 or fraction thereof, to and including \$5,000,000	\$4.41	\$5.58	\$1.17		Y
For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee						
1	Mechanical	15%	15%	0%		N
2	Plumbing	15%	15%	0%		N
3	Electrical	15%	15%	0%		N

City of Signal Hill Fee Schedule - Before and After Illustration

BUILDING FEES

C. Building Plan Review Fees

Activity Description	Current Fee	Fee	Charge Basis	Note	CPI
1 Building Plan Check Fees - Building					
a) Building Plan Check Fee, if applicable	85%	85%	% of bldg permit	[a]	N
b) Expedited Plan Check - At Application Submittal (when applicable)	1.5x building plan check fee	1.5x building plan check fee		[a]	N
c) Tract Home / Master Plan Construction (Production Units)	20% of standard plan check fee	20% of standard plan check fee		[b],[c]	N
d) Alternate Materials and Methods Review (per hour)	Actual hourly cost of consultant or per hour billing rate for in-house review	Actual hourly cost of consultant or per hour billing rate for in-house review	per hour		Y
e) Excess Plan Review Fee (4th and subsequent) (per hour)	Actual hourly cost of consultant or per hour billing rate for in-house review	Actual hourly cost of consultant or per hour billing rate for in-house review	per hour		Y
f) Revisions to an Approved Permit (per hour)	Actual hourly cost of consultant or per hour billing rate for in-house review	Actual hourly cost of consultant or per hour billing rate for in-house review	per hour		Y
g) Deferred Submittal (per hour)	Actual hourly cost of consultant or per hour billing rate for in-house review	Actual hourly cost of consultant or per hour billing rate for in-house review	per hour		Y

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

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

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

[c] Fee amount shown is for repeat units. Model units/initial units pay regular building plan check fee.

City of Signal Hill Fee Schedule - Before and After Illustration

BUILDING FEES

D. Other Fees

Activity Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
1 Permit Processing Fee					
a) Residential	\$90	\$108	\$18		Y
b) Non-Residential	\$225	\$270	\$45		Y
2 Strong Motion Instrumentation (SMI) Fee Calculation				[a]	
a) Residential	\$0.50 or valuation x .00013	\$0.50 or valuation x .00013		[a]	N
b) Commercial	\$0.50 or valuation x .00028	\$0.50 or valuation x .00028		[a]	N
3 Building Standards (SB 1473) Fee Calculation				[a]	
a) \$1 - \$25,000	\$1	\$1	\$0	[a]	N
b) \$25,001 - \$50,000	\$2	\$2	\$0	[a]	N
c) \$50,001 - \$75,000	\$3	\$3	\$0	[a]	N
d) \$75,001 - \$100,000	\$4	\$4		[a]	N
e) Each Add'l \$25,000 or fraction thereof	Add \$1	Add \$1		[a]	N
4 General Plan Update Fee (percent of building permit fee)	5%	5%		[b]	N
5 Technology Fee (percent of permit fee)	5%	5%		[c]	N
6 Temporary Certificate of Occupancy	\$486	\$616	\$130		Y
7 Permit Extension	\$90	\$108	\$18		Y
8 Permit Reissuance Fee	\$90	\$108	\$18		Y
9 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.) (per hour)	\$162	\$205	\$43		Y
Other Fees					
10 After Hours Inspection (per hour) (4-hour minimum)	\$194	\$246	\$52	[d]	Y
11 Re-inspection Fee (2nd Time or More) (each)	\$162	\$205	\$43	[e]	Y
12 Missed Inspection Fee	\$162	\$205	\$43		Y
13 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$81	\$103	\$22		Y
Violation Fees					
14 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)	equal to permit fee (i.e., 2x permit fees)	equal to permit fee (i.e., 2x permit fees)			N

[a] Fees set by State of California.

[b] Fee applies to new construction, additions, tenant improvements, and residential remodels requiring building permits.

[c] Fee applies to all permits except solar permits.

[d] Fee is per hour, with a four-hour minimum.

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

City of Signal Hill Fee Schedule - Before and After Illustration

OIL FIELD SERVICES FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
	Oil Field Services					
1	Drilling Permit					
	a) New Non-Unit Wells (per well)	\$1,080	\$1,296	\$216		
	b) New Unit Wells from Approved Drill Site (per well)	\$720	\$864	\$144		
2	Redrilling Permit					
	a) New Non-Unit Wells (per well)	\$720	\$864	\$144		
	b) New Unit Wells from Approved Drill Site (per well)	\$540	\$648	\$108		
3	Issuance Fee	\$120	\$144	\$24		
4	Annual Tank Permit	\$360	\$432	\$72		
5	Annual Well Permit (per well)	\$540	\$648	\$108		
6	Annual Idle Well Permit	see Annual Well Permit	see Annual Well Permit			
7	Abandonment (per well)	\$540	\$648	\$108		
8	Abandonment Report Permit	\$540/well plus consultant costs	\$648/well plus consultant costs			
9	Discovery Permit	\$540/well plus consultant costs	\$648/well plus consultant costs			
10	Emergency Work Permit - wells (per well)	\$540	\$648	\$108		
11	Emergency Work Permit - all other	Based on Valuation	Based on Valuation			
12	Leak Testing & Observation Permit	\$720/well plus consultant costs	\$864/well plus consultant costs			
13	Methane Site Testing & Mitigation Permit	\$720/well plus consultant costs	\$864/well plus consultant costs			
14	Rework Permit (per well)	\$360	\$432	\$72		
15	Liability Insurance	See Note	See Note		[a]	
16	Variances	\$810	\$972	\$162		

City of Signal Hill Fee Schedule - Before and After Illustration

OIL FIELD SERVICES FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
17	Appeals	\$405	\$486	\$81		
18	Late Fees	\$675	\$810	\$135		
19	Extension/Decisions	\$675	\$810	\$135		
20	Annual Electrical Permit					
	a) 0-10 wells	\$45	\$54	\$9		
	b) 11-25 wells	\$90	\$108	\$18		
	c) 25-50 wells	\$135	\$162	\$27		
	d) 50+ wells or other facilities	\$180	\$216	\$36		

[a] \$300,000 for property damage to any one person. One million for property damage to any one accident. One million for personal bodily injury to any one person. Two million aggregate per single accident or occurrence.

City of Signal Hill Fee Schedule - Before and After Illustration

PLANNING FEES

	Description	Current Fee / Deposit	Proposed Fee / Deposit	Fee/Deposit Change	Charge Basis	Note	CPI
Residential							
1	Residential Additions						
	a) Single-story additions to Existing Dwellings Less than 500 SF of Floor Area	\$477	\$947	\$470	Fixed Fee		Y
	b) Second-story additions and additions of more than 500 SF of Floor Area	\$5,000	\$8,000	\$3,000	Deposit		Y
2	New Single-Family or Duplex Dwellings						
	a) Without View Analysis	\$6,000	\$9,000	\$3,000	Deposit		Y
	b) With View Analysis	\$7,000	\$11,000	\$4,000	Deposit		Y
3	ADU	\$3,500	\$3,500	varies	Deposit	[a]	Y
4	Multi-Family and Tract Developments						
	a) Fewer than 10 Dwelling Units	\$10,000	\$15,000	\$5,000	Deposit		Y
	b) More than 10 Dwelling Units	\$15,000	\$23,000	\$8,000	Deposit		Y
5	Administrative Site Plan and Design Review (per hour)	\$154	\$237	varies	Per Hour		Y
6	Other Planning Applications Including Parcel Map, Parcel Map Waiver, Lot Line Adjustments, Etc.	\$5,000	\$8,000	\$3,000	Deposit		Y
7	Residential Inspections						
	a) 4 Units	\$739	\$947	\$208	Fixed Fee		Y
	b) 5 - 10 Units	\$923	\$1,183	\$260	Fixed Fee		Y
	c) More than 10 Units	\$1,849	\$2,366	\$517	Fixed Fee		Y
Commercial & Industrial							
8	Compliance Plans (Trucking and Storage Yards)	\$1,085 Plus Consultant Cost	\$1,465 Plus Consultant Cost	\$380 Plus Consultant Cost	Fixed Fee Plus Consultant Costs		Y
9	Signs	\$121	\$355	\$234	Fixed Fee		Y
10	Outdoor Sales or Temporary Events	\$828	\$1,088	\$260	Fixed Fee		Y
11	Minor Tenant Improvements	\$403	\$710	\$307	Fixed Fee		Y
12	Additions to Existing Buildings and Tenant Improvement Projects	\$2,000	\$3,000	\$1,000	Deposit		Y
13	New Buildings						
	a) Up to 10,000 SF	\$7,000	\$11,000	\$4,000	Deposit		Y
	b) More than 10,000 SF	\$10,000	\$15,000	\$5,000	Deposit		Y
14	Administrative Site Plan and Design Review (per hour)	\$154	\$237	\$83	Per Hour		Y
15	Conditional Use Permits, Variances, Specific Plans, General Plan and Zoning Ordinance Amendments, Etc.	\$5,000	\$8,000	\$3,000	Deposit		Y

City of Signal Hill Fee Schedule - Before and After Illustration

PLANNING FEES

Description		Current Fee / Deposit	Proposed Fee / Deposit	Fee/Deposit Change	Charge Basis	Note	CPI
Miscellaneous							
16	Abatement	Actual Costs Plus Consultant Costs	Actual Costs Plus Consultant Costs		Actual Costs Plus Consultant Costs		N
17	Administrative Citation	\$444	\$444	\$0	Fine		Y
18	Appeals (Except for Administrative Citation)	\$425	\$1,000	\$575	Fixed Fee	[b]	Y
19	Banner Sign	\$40	\$237	\$197	Fixed Fee		Y
20	Business License Review for Zoning	\$100	\$118	\$18	Fixed Fee		Y
21	Construction Time Limits 2nd Extension Review	\$615 Plus Consultant Cost	\$947 Plus Consultant Cost	\$0	Fixed Fee Plus Consultant Costs		Y
22	Due Diligence Letters	\$335	\$473	\$138	Fixed Fee		Y
23	Garage Sales	\$25	\$59	\$34	Fixed Fee		Y
24	Non-Traditional Use Review	\$288 Plus Consultant Cost	\$473 Plus Consultant Cost	\$0	Fixed Fee Plus Consultant Costs		Y
25	Off-Site Plan Retrieval	\$144	\$177	\$33	Fixed Fee per Plan Set		Y
26	Site Inspection	Actual Costs Plus Consultant Costs	Actual Costs Plus Consultant Costs		Actual Costs Plus Consultant Costs		N
27	Site Re-Inspection	Actual Costs Plus Consultant Costs	Actual Costs Plus Consultant Costs		Actual Costs Plus Consultant Costs		N
28	Rates for Services Not Specified in this Schedule						
	a) In-House Planning Staff	\$154	\$237	\$83	per hour		Y
	b) Contract Service Support	Actual + 20% Admin	Actual + 20% Admin		Time & M'tls		N

[a] ADU review includes methane review and planning review.

[b] Depending on the subject of the appeal, specialized expertise may be solicited, at the expense of the applicant, for the purpose of providing input to the City Manager, Planning Commission, other Commission or Board, or City Council.

City of Signal Hill Fee Schedule - Before and After Illustration

CODE ENFORCEMENT FEES

#	Description	Fee Structure	Current Fee	Proposed Fee	Fee Change	Note
1	Boarding Permit Fee					
	a) Initial	Fixed Fee	\$225	\$339	\$114	
	b) Extension	Fixed Fee	\$75	\$113	\$38	
	c) Renewal	Fixed Fee	\$225	\$339	\$114	
2	Mobile Food Vending Permit					
	a) Initial	Fixed Fee	\$150	\$226	\$76	
	b) Renewal	Fixed Fee	\$113	\$170	\$57	
3	Police Response Service Charge					[a]
	a) Initial Response / Warning	Fixed Fine	No Charge	No Charge		
	b) 1st Subsequent Response	Fixed Fine	\$100	\$100	\$0	
	c) 2nd Subsequent Response	Fixed Fine	\$250	\$250	\$0	
	d) 3rd Subsequent Response and Any Thereafter	Fixed Fine	\$500	\$500	\$0	
4	Sidewalk Vending Permit					
	a) Initial	Fixed Fee	\$150	\$226	\$76	
	b) Renewal	Fixed Fee	\$113	\$170	\$57	
	c) Appeals Fee	Fixed Fee	\$250	\$326	\$76	
5	Sidewalk Vending Violation					
	a) Violation with Proof of Valid Permit Issued by the City					
	i) First Violation	Fixed Fine	\$100	\$100	\$0	
	ii) Second Violation within One (1) Year of the First Violation	Fixed Fine	\$200	\$200	\$0	
	iii) Each Additional Violation within One (1) Year of the First Violation	Fixed Fine	\$500	\$500	\$0	
	b) Violation without Proof of Valid Permit Issued by the City					
	i) First Violation	Fixed Fine	\$250	\$250	\$0	
	ii) Second Violation within One (1) Year of the First Violation	Fixed Fine	\$500	\$500	\$0	
	iii) Each Additional Violation within One (1) Year of the First Violation	Fixed Fine	\$1,000	\$1,000	\$0	
6	Vending Impound Fee					
	a) Initial	Fixed Fine	\$658	\$658	\$0	
	b) Appeals Fee	Fixed Fine	\$250	\$250	\$0	
7	Administrative Citations					
	a) Administrative Citation					
	i) First Violation	Fixed Fine	\$100	\$100	\$0	
	ii) Second Violation within One (1) Year of the First Violation	Fixed Fine	\$200	\$200	\$0	
	iii) Each Additional Violation within One (1) Year of the First Violation	Fixed Fine	\$500	\$500	\$0	
	b) Administrative Citation Delinquency Penalty					
	i) Delinquency Penalty - Percent of Amount Due to the City	Fixed Fine	10%	10%		
	ii) Delinquency Interest - Per Month, pro rata, of delinquent fine amount	Fixed Fine	0.50%	0.50%		
8	Appeals					
	a) Hearing Officer Estimated Cos- Share of 50%	Fixed Fee	\$250	\$250	\$0	
	b) Deposit: A deposit equal to the full amount of the Citation Fees owed	Deposit	Varies	Varies		

[a] For multiple warnings to control the threat to the public peace, health, safety, or welfare. The City reserves the right to seek reimbursement for actual costs exceeding five hundred dollars through other legal remedies or procedures.

City of Signal Hill Fee Schedule - Before and After Illustration

PUBLIC WORKS FEES

	Description	Current Fee Actual Cost	Proposed Fee Actual Cost	Fee Change	Note	CPI
1	Damage to City Property					
2	Water and Utility Fees	See SHMC Section 13.4	See SHMC Section 13.4			
3	Water Restoration Fee					
	a) During Normal Operating Hours					
	i) Low Income	\$50.00	\$50	\$0		
	ii) All Others	\$100.00	\$100	\$0		
	b) During Non-Operational Hours					
	i) Low Income	\$150.00	\$150	\$0		
	ii) All Others	\$250.00	\$250	\$0		
4	Annual Backflow Administration	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
5	Temporary Water Meter Installation					
	a) Application, Installation, and Removal	\$585.00	\$873	\$288		
	b) Meter Deposit (Refundable)	\$1,500.00	\$1,500			
6	Refuse Fees	See Fee Resolution No. 2018-06-6265; SHMC 8.80.080	See Fee Resolution No. 2018-06-6265; SHMC 8.80.080			
7	Abatement	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
8	Curb Painting Requests	\$125.00	\$240	\$115		
9	Commercial Curb Painting Requests	\$650.00	\$800	\$150		
10	Deed Preparation Fee	Actual Cost	Actual Cost			
11	Development Plan Check Fee	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
12	Encroachment Permit/roll-off bin	\$50.00	\$195	\$145		
13	Encroachment Permit/traffic control w/plan check	Actual Cost	Actual Cost			
14	Engineering Plan Check Fee	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
15	Excavation Permit	\$92.50	\$98	\$5		
16	Excavation Inspection Fee (standard specifications)	Actual Cost	Actual Cost			

City of Signal Hill Fee Schedule - Before and After Illustration

PUBLIC WORKS FEES

Description		Current Fee	Proposed Fee	Fee Change	Note	CPI
17	Preliminary Plan Review	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
18	Public Works Inspection Fee (standard specifications)	Actual Cost	Actual Cost			
19	Public Works Inspection Fee (engineered plans)	Actual Cost	Actual Cost			
20	Site Plan Review	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
21	Records Research/Request	\$185.00	\$276	\$91		
22	Subdivision Fees				[a]	
	a) Parcel Map Waiver (Filing Fee)	\$277.50	\$414	\$137	[a]	
	b) Lot Line Adjustment Fee/Lot Merger (Filing Fee)	\$277.50	\$414	\$137	[a]	
	c) Vacations (Deposit)	\$2,500.00	\$2,500	\$0	[a]	
	d) Final Tract Map	Actual Cost	Actual Cost		[a]	
	e) Final Parcel Map	Actual Cost	Actual Cost		[a]	
23	Duplication Fees					
	a) First Page	\$10.00	\$10	\$0		
	b) Each Additional Page/Copy	\$1.25	\$1.25	\$0		
24	Wireless Fees					
	a) Consultant Review	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
	b) Wireless Permit/Renewal	Actual Cost plus consultant costs	Actual Cost plus consultant costs			
25	Sewer Connection Fee*	LA County Sanitation District	Visit the LA County Sanitation District website			
26	Fire Hydrant Flow Test (per fire hydrant)	\$763.00	\$763	\$0		
27	Sanitary Sewer & Industrial Waste	SHMC Section 13.06.04	SHMC Section 13.06.04			
28	Street Trees					
	a) Street Tree Additional Trimming Charge	Actual Cost	Actual Cost			
	b) Street Tree Removal Charge	Actual Cost	Actual Cost			
	c) Street Tree Removal and Replacement Charge	Actual Cost	Actual Cost			
	d) Street Tree Decision Appeal Fee	\$285.00	\$480	\$195		

City of Signal Hill Fee Schedule - Before and After Illustration

PUBLIC WORKS FEES

	Description	Current Fee	Proposed Fee	Fee Change	Note	CPI
29	NPDES Inspection Fees					
	a) Automotive Service Facilities	\$140.00	\$195	\$55	[b],[c]	
	b) Retail Gasoline and Automotive Dealerships	\$140.00	\$195	\$55	[b],[c]	
	c) Commercial/Industrial Phase I Facilities	Actual Cost plus consultant costs	Actual Cost plus consultant costs		[b],[c]	
	d) Commercial/Industrial Facilities - Other	Actual Cost plus consultant costs	Actual Cost plus consultant costs		[b],[c]	
30	Urban Storm Water Mitigation Plan Check	Actual Cost plus 20% Admin Fee	Actual Cost plus 20% Admin Fee			
31	Const. Storm Water Pollution Prevention Plan Check	Actual Cost plus 20% Admin Fee	Actual Cost plus 20% Admin Fee			
32	Storm Water Plan Inspection Fees	Actual Cost plus 20% Admin Fee	Actual Cost plus 20% Admin Fee			
33	Electrical Vehicle Charging Fees					
	a) Electrical Vehicle Charging Fee (While Charging)	\$0.55 per kWh	\$0.55 per kWh	\$0		
	b) Electrical Vehicle Parking Fee (After 30-Minute Grace Period From End of Charge)	\$2.50 per hour	\$2.50 per hour	\$0		
34	Water Meter Installation Fees				[d]	
	a) Up to 1 - inch with Meter	\$7,124.00 + \$100.00/LF	\$7,124.00 + \$100.00/LF	\$0	[d]	
	b) Up to 2 - inch with Meter (>1")	\$7,304.00 + \$114.00/LF	\$7,304.00 + \$114.00/LF	\$0	[d]	
35	Rates for Services Not Specified in this Schedule					
	a) Public Works Permit and Engineering Staff (per hour)	\$185	\$195	\$10		
	b) Contract Service Support	Actual + 20% Admin	Actual + 20% Admin			

[a] Amounts shown represent initial deposits.

[b] Fee includes one follow-up inspection if corrective action required. Any additional inspections will be billed at actual cost.

[c] Except for restaurants, the NPDES Inspection Fee shall be reduced by one-half for businesses with an Industrial Waste Inspection permit.

[d] Any other size or special installations will be on a time and materials basis. Cost of water meter installation will vary depending on actual site conditions, street and utility substructure, and location of water main. City installation dependent on Water Department resources. Applicant may be required to utilize a properly licensed contractor to pull encroachment permit and complete water service connections in the right of way.

* Please reference the Los Angeles County Sanitation District website for the most current fee schedule, as it is subject to periodic updates (www.lacsd.org/services/wastewater-programs-permits/sewer-connection-permits-plan-review-approval)

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Current Fee					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
1 Signal Hill Park Basketball Courts (2 hour maximum; Resident use only; Light usage/see separate fee, for Basketball Tournament Use Only)	\$12/hr per court						Y
2 Spud Field (Athletic Use Only)							
a) Outfield Use Only (Non-Exclusive use)	\$18/hr	\$28/hr		\$115	\$12		Y
b) Entire Field	\$87/hr	\$115/hr	\$115/hr	\$115	\$12		Y
3 Light/Electrical Usage Fee							
a) Basketball Court	No Charge	No Charge					Y
b) Spud Field	\$18/hr	\$18/hr					Y
c) Amphitheater - Signal Hill Park	\$18/hr	\$18/hr					Y
d) Amphitheater - Discovery Well Park	\$18/hr	\$18/hr					Y
4 Hilltop Park - Picnic Shelter Permit (4 hour maximum, 25 person limit; Children's parties not permitted in park)	\$35/4 hrs	\$105/4 hrs		\$58	\$12		Y
5 Hilltop Park - Open Grass Area (3 hour maximum, 75-person limit; 1 staff member included) (Wedding/Commitment Ceremonies rental only)	\$90/hr	\$140/hr		\$115	\$35		Y
6 Signal Hill Park - Open Grass Area (4 hour maximum; 1 staff member included) (75 person limit)	\$81/hr	\$140/hr	\$196/hr	\$115	\$35		Y
7 Reservoir Park, Signal Hill Park and Discovery Well Park* Picnic Shelter Permit - (4 hour maximum) *Disc'vry Well Park picnic shelters are for resident use only							
a) Picnic Shelter Permit - Small (25 person limit)	\$35/4 hrs	\$100/4 hrs	\$115/4 hrs	\$60	\$12		Y
b) Picnic Shelter Permit - Large (50 person limit)	\$52/4 hrs	\$120/4 hrs	\$130/4 hrs	\$60	\$12		Y
8 Signal Hill Park Amphitheater (Parks & Recreation Commission Approval Required) (4 hour maximum; 1 staff member included)	\$80/hr	\$100/hr	\$120/hr	\$115	\$35		Y
9 Jumpers and Bouncer Permit	\$45	\$65			\$12		Y

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Proposed Fee					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
1 Signal Hill Park Basketball Courts (2 hour maximum; Resident use only; Light usage/see separate fee, for Basketball Tournament Use Only)	\$13/hr per court						Y
2 Spud Field (Athletic Use Only)							
a) Outfield Use Only (Non-Exclusive use)	\$19/hr	\$29/hr		\$119	\$13		Y
b) Entire Field	\$90/hr	\$119/hr	\$119/hr	\$119	\$13		Y
3 Light/Electrical Usage Fee							
a) Basketball Court	No Charge	No Charge					Y
b) Spud Field	\$19/hr	\$19/hr					Y
c) Amphitheater - Signal Hill Park	\$19/hr	\$19/hr					Y
d) Amphitheater - Discovery Well Park	\$19/hr	\$19/hr					Y
4 Hilltop Park - Picnic Shelter Permit (4 hour maximum, 25 person limit; Children's parties not permitted in park)	\$36/4 hrs	\$109/4 hrs		\$62	\$13		Y
5 Hilltop Park - Open Grass Area (3 hour maximum, 75-person limit; 1 staff member included) (Wedding/Commitment Ceremonies rental only)	\$93/hr	\$145/hr		\$119	\$36		Y
6 Signal Hill Park - Open Grass Area (4 hour maximum; 1 staff member included) (75 person limit)	\$84/hr	\$145/hr	\$202/hr	\$119	\$36		Y
7 Reservoir Park, Signal Hill Park and Discovery Well Park* Picnic Shelter Permit - (4 hour maximum) *Disc'vry Well Park picnic shelters are for resident use only							
a) Picnic Shelter Permit - Small (25 person limit)	\$36/4 hrs	\$109/4 hrs	\$119/4 hrs	\$62	\$13		Y
b) Picnic Shelter Permit - Large (50 person limit)	\$54/4 hrs	\$124/4 hrs	\$134/4 hrs	\$62	\$13		Y
8 Signal Hill Park Amphitheater (Parks & Recreation Commission Approval Required) (4 hour maximum; 1 staff member included)	\$83/hr	\$103/hr	\$124/hr	\$119	\$36		Y
9 Jumpers and Bouncer Permit	\$46	\$67			\$0		Y

**City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES**

Attachment C

Description	Fee Change					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
1 Signal Hill Park Basketball Courts (2 hour maximum; Resident use only; Light usage/see separate fee, for Basketball Tournament Use Only)	\$1.00/hr per court						Y
2 Spud Field (Athletic Use Only)							
a) Outfield Use Only (Non-Exclusive use)	\$1/hr	\$1/hr		\$4	\$1		Y
b) Entire Field	\$3/hr	\$4/hr	\$4/hr	\$4	\$1		Y
3 Light/Electrical Usage Fee							
a) Basketball Court							Y
b) Spud Field	\$1/hr	\$1/hr					Y
c) Amphitheater - Signal Hill Park	\$1/hr	\$1/hr					Y
d) Amphitheater - Discovery Well Park	\$1/hr	\$1/hr					Y
4 Hilltop Park - Picnic Shelter Permit (4 hour maximum, 25 person limit; Children's parties not permitted in park)	\$1/4 hrs	\$4/4 hrs		\$4	\$1		Y
5 Hilltop Park - Open Grass Area (3 hour maximum, 75-person limit; 1 staff member included) (Wedding/Commitment Ceremonies rental only)	\$3/hr	\$5/hr		\$4	\$1		Y
6 Signal Hill Park - Open Grass Area (4 hour maximum; 1 staff member included) (75 person limit)	\$3/hr	\$5/hr	\$6/hr	\$4	\$1		Y
7 Reservoir Park, Signal Hill Park and Discovery Well Park* Picnic Shelter Permit - (4 hour maximum) *Disc'vry Well Park picnic shelters are for resident use only				\$0	\$0		
a) Picnic Shelter Permit - Small (25 person limit)	\$1/4 hrs	\$3/4 hrs	\$4/4 hrs	\$2	\$1		Y
b) Picnic Shelter Permit - Large (50 person limit)	\$2/4 hrs	\$4/4 hrs	\$4/4 hrs	\$2	\$1		Y
8 Signal Hill Park Amphitheater (Parks & Recreation Commission Approval Required) (4 hour maximum; 1 staff member included)	\$3/hr	\$3/hr	\$4/hr	\$4	\$1		Y
9 Jumpers and Bouncer Permit	\$1	\$2			(\$12)		Y

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Description	Current Fee					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
10 Signal Hill Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$55/hr	\$75/hr					Y
b) Room - All Other	\$75/hr	\$95/hr	\$115/hr	\$250	\$35		Y
c) Purchase of Insurance Required					\$100 - \$200 Depending on Usage		Y
11 Discovery Well Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$46/hr	\$69/hr					Y
b) Room - All Other	\$69/hr	\$92/hr	\$115/hr	\$288	\$35		Y
c) Patio/Amphitheater (with building only)	\$30 Flat fee	\$52 Flat fee	\$75 Flat fee				Y
d) Purchase of Insurance Required					\$100 - \$200 Depending on Usage		Y
12 Library (3 hour minimum; 1 staff member included)							
a) Community Room							
i) Room - Monday - Thursday, 9am - 5pm rates	\$70/hr	\$92/hr					Y
ii) Room - All Other	\$115/hr	\$138/hr	\$161/hr	\$288	\$35		Y
b) Learning Center							
i) Room - Monday - Thursday, 9am - 5pm rates	\$60/hr	\$81/hr					Y
ii) Room - All Other	\$70/hr	\$92/hr	\$115/hr	\$288	\$35		Y
c) Terrace Patio							
i) Monday - Thursday, 9am - 5pm rates	\$115/hr	\$138/hr					Y
ii) All Other	\$173/hr	\$196/hr	\$219/hr	\$288	\$35		Y
d) Zinnia Courtyard	\$173/hr	\$196/hr	\$219/hr	\$288	\$35		Y
e) Community Room + Zinnia Courtyard	\$230/hr	\$253/hr	\$276/hr	\$288	\$35		Y
13 Other Fees							
Department Facility Reservation Policies							
a) Kitchen Cleaning Fee					\$35/hr		Y
b) Additional Community Services Staff - Part Time					\$25/hr		Y
c) Additional Community Services Staff - Full-Time					\$52/hr		Y
d) Date Change Fee					\$12		Y

(1) Building and Amphitheater use requires staff during the event.
The Department will determine the number of additional staff that
may be required based on the event and size of the group.

(2) Security officers may be assigned at the discretion of the City,
billed on an actual cost basis and approved by the Signal Hill Police
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Description	Proposed Fee					Note	CPI
	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
10 Signal Hill Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$57/hr	\$77/hr					Y
b) Room - All Other	\$77/hr	\$98/hr	\$119/hr	\$297	\$36		Y
c) Purchase of Insurance Required					\$100 - \$200 Depending on Usage		Y
11 Discovery Well Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$48/hr	\$71/hr					Y
b) Room - All Other	\$71/hr	\$95/hr	\$119/hr	\$297	\$36		Y
c) Patio/Amphitheater (with building only)	\$31 Flat fee	\$54 Flat fee	\$77 Flat fee				Y
d) Purchase of Insurance Required					\$100 - \$200 Depending on Usage		Y
12 Library (3 hour minimum; 1 staff member included)							
a) Community Room							
i) Room - Monday - Thursday, 9am - 5pm rates	\$72/hr	\$95/hr					Y
ii) Room - All Other	\$119/hr	\$143/hr	\$166/hr	\$297	\$36		Y
b) Learning Center							
i) Room - Monday - Thursday, 9am - 5pm rates	\$62/hr	\$84/hr					Y
ii) Room - All Other	\$72/hr	\$95/hr	\$119/hr	\$297	\$36		Y
c) Terrace Patio							
i) Monday - Thursday, 9am - 5pm rates	\$119/hr	\$143/hr					Y
ii) All Other	\$179/hr	\$202/hr	\$226/hr	\$297	\$36		Y
d) Zinnia Courtyard	\$179/hr	\$202/hr	\$226/hr	\$297	\$36		Y
e) Community Room + Zinnia Courtyard	\$238/hr	\$261/hr	\$285/hr	\$297	\$36		Y
13 Other Fees							
Department Facility Reservation Policies							
a) Kitchen Cleaning Fee					\$36/hr		Y
b) Additional Community Services Staff - Part Time					\$26/hr		Y
c) Additional Community Services Staff - Full-Time					\$54/hr		Y
d) Date Change Fee					\$13		Y

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	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Fee		
10 Signal Hill Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$2/hr	\$2/hr					Y
b) Room - All Other	\$2/hr	\$3/hr	\$4/hr	\$47	\$1		Y
c) Purchase of Insurance Required					\$15 - \$20 Depending on Usage		Y
11 Discovery Well Community Center (3 hour minimum; 1 staff member included)							
a) Room - Monday - Thursday, 9am - 5pm rates	\$2/hr	\$2/hr					Y
b) Room - All Other	\$2/hr	\$3/hr	\$4/hr	\$9	\$1		Y
c) Patio/Amphitheater (with building only)	\$1	\$2	\$2				Y
d) Purchase of Insurance Required					\$15 - \$20 Depending on Usage		Y
12 Library (3 hour minimum; 1 staff member included)							
a) Community Room							
i) Room - Monday - Thursday, 9am - 5pm rates	\$2/hr	\$3/hr					Y
ii) Room - All Other	\$4/hr	\$5/hr	\$5/hr	\$9	\$1		Y
b) Learning Center							
i) Room - Monday - Thursday, 9am - 5pm rates	\$2/hr	\$3/hr					Y
ii) Room - All Other	\$2/hr	\$3/hr	\$4/hr	\$9	\$1		Y
c) Terrace Patio							
i) Monday - Thursday, 9am - 5pm rates	\$4/hr	\$5/hr					Y
ii) All Other	\$6/hr	\$6/hr	\$7/hr	\$9	\$1		Y
d) Zinnia Courtyard	\$6/hr	\$6/hr	\$7/hr	\$9	\$1		Y
e) Community Room + Zinnia Courtyard	\$8/hr	\$8/hr	\$9/hr	\$9	\$1		Y
13 Other Fees							
Department Facility Reservation Policies							
a) Kitchen Cleaning Fee					\$1/hr		Y
b) Additional Community Services Staff - Part Time					\$1/hr		Y
c) Additional Community Services Staff - Full-Time					\$2/hr		Y
d) Date Change Fee					\$1		Y

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City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Current Fee					Note	CPI
	Resident	Resident/ Sibling Discount	Non-Resident	Non-Resident/ Sibling Discount	Other		
1 Youth Recreation Program Fees							
Bi-Weekly Rate (Rates will be prorated for holidays and program closures as appropriate)							
a) Afterschool - Kindergarten	\$85/biweekly for 10 days of programming	\$75/biweekly for 10 days of programming	\$105/biweekly for 10 days of programming	\$95/biweekly for 10 days of programming			Y
b) Afterschool - 1st to 5th grades	\$65/biweekly for 10 days of programming	\$55/biweekly for 10 days of programming	\$85/biweekly for 10 days of programming	\$75/biweekly for 10 days of programming			Y
c) Afterschool - Middle school	\$25/biweekly for 10 days of programming	\$30/biweekly for 10 days of programming	\$30/biweekly for 10 days of programming				Y
d) Afterschool - Middle school drop-in fee	\$4 per day		\$6 per day				Y
e) Intersession	\$80/week for 5 days of programming	\$70/week for 5 days of programming	\$90/week for 5 days of programming	\$80/week for 5 days of programming			Y
f) Itty Bitty Day Camp	\$85/week for 5 days of programming	\$75/week for 5 days of programming	\$95/week for 5 days of programming	\$85/week for 5 days of programming			Y
g) Late Pick-up Fee (per 15-minute period)					\$15		Y
h) Registration Fee / Per Application (Due Annual in Sept)					\$25		Y
i) Forgotten Lunch Fee					Actual Cost		Y
j) Late Payment Charge					\$5 per day		Y
2 Youth Sports Annual Fee							
a) Youth Sports Registration Fee / Per Application (September)	\$23						Y
b) Youth Sports - Uniform Fee	\$12 per jersey						Y
3 Excursions and Programs	Actual Cost		Cost + \$5				N
4 Classes and Events	Not to Exceed Actual Cost						N
5 Fitness Trainers in Parks (3 groups per park max)							
a) Annual Registration Fee	\$25		\$25				Y
b) Hourly Rate for Use of Park	\$18/hr		\$23/hr				Y
c) Cleaning/Damage Deposit - Refundable					\$100		Y

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Proposed Fee					Note	CPI
	Resident	Resident/ Sibling Discount	Non-Resident	Non-Resident/ Sibling Discount	Other		
1 Youth Recreation Program Fees							
Bi-Weekly Rate (Rates will be prorated for holidays and program closures as appropriate)							
a) Afterschool - Kindergarten	\$88/biweekly for 10 days of programming	\$78/biweekly for 10 days of programming	\$109/biweekly for 10 days of programming	\$99/biweekly for 10 days of programming			Y
b) Afterschool - 1st to 5th grades	\$68/biweekly for 10 days of programming	\$57/biweekly for 10 days of programming	\$88/biweekly for 10 days of programming	\$78/biweekly for 10 days of programming			Y
c) Afterschool - Middle school	\$26/biweekly for 10 days of programming	\$31/biweekly for 10 days of programming	\$31/biweekly for 10 days of programming				Y
d) Afterschool - Middle school drop-in fee	\$5 per day		\$7 per day				Y
e) Intersession	\$83/week for 5 days of programming	\$73/week for 5 days of programming	\$93/week for 5 days of programming	\$83/week for 5 days of programming			Y
f) Itty Bitty Day Camp	\$88/week for 5 days of programming	\$78/week for 5 days of programming	\$99/week for 5 days of programming	\$88/week for 5 days of programming			Y
g) Late Pick-up Fee (per 15-minute period)					\$16		Y
h) Registration Fee / Per Application (Due Annual in Sept)					\$26		Y
i) Forgotten Lunch Fee					Actual Cost		Y
j) Late Payment Charge					\$6 per day		Y
2 Youth Sports Annual Fee							
a) Youth Sports Registration Fee / Per Application (September)	\$24						Y
b) Youth Sports - Uniform Fee	\$13 per jersey						Y
3 Excursions and Programs	Actual Cost		Cost + \$5				N
4 Classes and Events	Not to Exceed Actual Cost						N
5 Fitness Trainers in Parks (3 groups per park max)							
a) Annual Registration Fee	\$26		\$26				Y
b) Hourly Rate for Use of Park	\$19/hr		\$24/hr				Y
c) Cleaning/Damage Deposit - Refundable					\$104		Y

City of Signal Hill Fee Schedule
Before and After Illustration
PARKS, REC, & LIBRARY SVCS DEPT FEES

Attachment C

Description	Fee Change					Note	CPI
	Resident	Resident/ Sibling Discount	Non-Resident	Non-Resident/ Sibling Discount	Other		
1 Youth Recreation Program Fees							
Bi-Weekly Rate (Rates will be prorated for holidays and program closures as appropriate)							
a) Afterschool - Kindergarten	\$3/biweekly for 10 days of programming	\$3/biweekly for 10 days of programming	\$4/biweekly for 10 days of programming	\$4/biweekly for 10 days of programming			Y
b) Afterschool - 1st to 5th grades	\$3/biweekly for 10 days of programming	\$2/biweekly for 10 days of programming	\$3/biweekly for 10 days of programming	\$3/biweekly for 10 days of programming			Y
c) Afterschool - Middle school	\$1/biweekly for 10 days of programming	\$1/biweekly for 10 days of programming	\$1/biweekly for 10 days of programming				Y
d) Afterschool - Middle school drop-in fee	\$1 per day		\$1 per day				Y
e) Intersession	\$3/week for 5 days of programming	\$3/week for 5 days of programming	\$3/week for 5 days of programming	\$3/week for 5 days of programming			Y
f) Itty Bitty Day Camp	\$3/week for 5 days of programming	\$3/week for 5 days of programming	\$4/week for 5 days of programming	\$3/week for 5 days of programming			Y
g) Late Pick-up Fee (per 15-minute period)					\$1		Y
h) Registration Fee / Per Application (Due Annual in Sept)					\$1		Y
i) Forgotten Lunch Fee					varies		Y
j) Late Payment Charge					\$1 per day		Y
2 Youth Sports Annual Fee							
a) Youth Sports Registration Fee / Per Application (September)	\$1						Y
b) Youth Sports - Uniform Fee	\$1 per jersey						Y
3 Excursions and Programs	No Change		No Change				N
4 Classes and Events	No Change						N
5 Fitness Trainers in Parks (3 groups per park max)							
a) Annual Registration Fee	\$5		\$5				Y
b) Hourly Rate for Use of Park	\$1/hr		\$1/hr				Y
c) Cleaning/Damage Deposit - Refundable					\$4		Y

City of Signal Hill Fee Schedule - Before and After Illustration

COMMUNITY GARDEN FEES

Description		Current Fee	Proposed Fee	Fee Change	Note	CPI
1	Community Garden					
	a) Plot Fee (annual)	\$115	\$119	\$4		Y
	b) Late Fee Penalty (per quarter)	\$12	\$13	\$1		Y
	c) Plot Cleaning Fee (per occurrence)	\$55	\$57	\$2		Y
	d) Cleaning/Damage Deposit - Refundable	\$100	\$104	\$4		Y

City of Signal Hill Fee Schedule - Before and After Illustration

LIBRARY SERVICES FEES

	Description	Current Fee	Proposed Fee	Fee Change	CPI
1	Library Card	No Charge	No Charge	\$0.00	N
2	Duplicate/Lost Card	\$3.00	\$3.00	\$0.00	N
3	DVD	No Charge	No Charge	\$0.00	N
4	Entertainment	No Charge	No Charge	\$0.00	N
5	Educational	No Charge	No Charge	\$0.00	N
6	Damaged DVD Case	\$3.00	\$3.00	\$0.00	N
7	Exam proctor (Per test/Per person)	\$35.00	\$35.00	\$0.00	N
8	Book Fines & Overdue Materials				
	a) Book/Periodical	No charge	No charge	\$0.00	N
	b) Maximum Book Fine	No Maximum	No Maximum	\$0.00	N
	c) Interlibrary Loan Materials	\$3.00	\$3.00	\$0.00	N
	d) Missing Bar Code	\$1.00	\$1.00	\$0.00	N
	e) Lost or damage books & materials	Cost plus \$3 charge	Cost plus \$3 charge	\$0.00	N
	f) Library copier fee	\$.20/page	\$.20/page	\$0.00	N
	g) Missing RFID Tag	\$5.00	\$5.00	\$0.00	N
9	Computer Printer Fee				
	a) Black & White (8.5 x 11)	\$.20/page	\$.20/page	\$0.00	N
	b) Color (8.5 x 11)	\$.35/page	\$.35/page	\$0.00	N
	c) Black & White (8.5 x 14)	\$.35/page	\$.35/page	\$0.00	N
	d) Color (8.5 x 14)	\$.65/page	\$.65/page	\$0.00	N
	e) Black & White (11 x 17)	\$.35/page	\$.35/page	\$0.00	N
	f) Color (11 x 17)	\$.65/page	\$.65/page	\$0.00	N

City of Signal Hill Fee Schedule - Before and After Illustration

TRANSIT FEES

Activity Description	Current Fee				Proposed Fee				Fee Change			
	Extreme/Low Income Waiver (All Ages)	Low/Moderate Income Waiver (All Ages)	Senior Waiver	Basic Rates	Extreme/Low Income Waiver (All Ages)	Low/Moderate Income Waiver (All Ages)	Senior Waiver	Basic Rates	Extreme/Low Income Waiver (All Ages)	Low/Moderate Income Waiver (All Ages)	Senior Waiver	Basic Rates
1 Transit Fees												
a) Bus Passes	\$2.75	\$5.25	\$10.50	\$21.00	*	*	*	*	*	*	*	*
b) Dial-A-Lift	\$1 per ride	\$1 per ride			\$2 per ride	\$2 per ride			\$1 per ride	\$1 per ride		

* Visit Long Beach Transit to determine what fee you qualify for (<https://ridelbt.com/fares/>).

City of Signal Hill Fee Schedule - Before and After Illustration

POLICE FEES

Activity Description	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Note	CPI
1 Reports							
a) Copy of Accident / Incident Report	\$24	100%	\$29	100%	\$5		Y
b) Copy of Arrest Report	\$24	100%	\$29	100%	\$5		Y
2 DMV Discovery Request	\$197	100%	\$230	100%	\$34		Y
3 Immigration / Passport Clearance Letter	\$36	100%	\$40	100%	\$5		Y
4 Citation Sign-off	\$26	81%	\$39	100%	\$13		N
5 Preferential Parking Permit							
a) Per Vehicle	\$12	100%	\$15	100%	\$3		Y
b) Visitor Parking Permit	\$7	58%	\$15	100%	\$8		Y
c) Overnight Parking Permit	\$12	100%	\$15	100%	\$3		Y
d) Oversized Vehicle Parking Permit	\$21	88%	\$29	100%	\$8		Y
6 Alarm Permit							
a) Business Alarm Permit (2-Year Permit)	\$34	0%	\$34	0%	\$0		Y
b) Residential Alarm Permit (2-Year Permit)	\$17	0%	\$17	0%	\$0		Y
7 Alarm Fine (within any 12 consecutive months)							
a) First False Alarm	\$0	0%	\$0	0%	\$0		Y
b) Burglary Alarm: Second and Subsequent False Alarms	\$70	73%	\$118	100%	\$48		Y
c) Robbery Alarm: Second and Subsequent False Alarm	\$140	97%	\$176	100%	\$36		Y
8 Vehicle Impound	\$200	92%	\$264	100%	\$64		Y
9 Repossession Fee	\$15	n/a	\$15	n/a	\$0	[a]	N
10 Firearm Sales Permit	\$196	100%	\$224	100%	\$28		Y
11 Massage Permit							
a) Massage Establishment Permit	\$480	100%	\$546	100%	\$66		Y
b) Massage Technician Permit	\$267	100%	\$306	100%	\$39		Y
12 Pawnbroker Permit / Renewal	\$196	100%	\$224	100%	\$28		Y

City of Signal Hill Fee Schedule - Before and After Illustration

POLICE FEES

Activity Description	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Change	Note	CPI
13 Private Patrol System Permit							
a) Per Business	\$125	64%	\$224	100%	\$99		Y
b) Per Private Patrol Officer	\$10	15%	\$75	100%	\$65		Y
14 Concealed Weapon Permit							
a) New	\$498	100%	\$568	100%	\$70	[b]	Y
b) Renewal	\$25		\$25		\$0	[b]	N
c) Psychological Testing	\$125		\$125		\$0	[b]	N
d) Modification of Permit	\$10		\$10		\$0	[b]	N
15 Special Events Staffing	Actual Cost		Actual Cost				N
16 Subpoena (Officer for Civil Court)	State Max		State Max				N
17 Call History List	No Charge		No Charge		\$0		N
18 Bicycle License	\$1		\$1		\$0		N

[a] Fee set by State of California.

[b] In addition to amounts, shown, additional amounts due to Department of Justice and/or other agencies will be collected.

City of Signal Hill Fee Schedule - Before and After Illustration

PARKING PENALTY BAIL SCHEDULE

Code	Violation Description	Current Fine / Fee	Proposed Fine / Fee	Fine / Fee Change	CPI
SHMC 10.28.040A	Park On or In Median	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.040D	Red Curb/No Parking Zone	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.040F	Park Causing Traffic Hazard	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.040G	Street Sweeping	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.040J	Parking Within 20 Feet of Traffic Signal, Stop Sign, or Electric Flashing Device	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.050	72-Hour Parking	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.060	Displayed Vehicle for Sale	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.070	Vehicle Repairs on City Street	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.080	Washing Vehicle on City Street	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.110	Turn Wheels Against Curb When Parked on Any Grade in City	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.120	Catering/Ice Cream Vendor Vehicle Parked/Vending for Longer Than 10 Minutes in One Place	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.120	Peddlers/Vendors Vehicle Parked/Vending for Longer Than 10 Minutes in One Place	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.160	Green Curb - 20 Minute Parking	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.170	One-Hour Parking	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.180	Two-Hour Parking	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.210B	Parking Within Space Markings	\$51.00	\$53.00	\$2.00	Y
SHMC 10.28.220	No Stopping Zone	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.230	Detached Trailers	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.240E1	Permit Parking	\$57.00	\$59.00	\$2.00	Y
SHMC 10.28.250	2-6AM Commercial Vehicle Restrictions	\$81.00	\$84.00	\$3.00	Y
SHMC 10.30.020	Oversized Vehicle	\$81.00	\$84.00	\$3.00	Y
SHMC 10.32.060	Parking in Alley	\$62.00	\$64.00	\$2.00	Y
SHMC 10.32.070	Bus Zones	\$310.00	\$320.00	\$10.00	Y
SHMC 10.32.040	Yellow Loading Zone/Loading Should Only Take 20 Minutes and Applies to Commercial Vehicles	\$51.00	\$53.00	\$2.00	Y
SHMC 10.32.050	White Curb Passenger Loading Zone - Max of 3 Minutes	\$51.00	\$53.00	\$2.00	Y
CVC 22502A	18" of Curb/Wrong Way	\$51.00	\$53.00	\$2.00	Y
CVC 22522	Access Ramp Disabled	\$62.00	\$64.00	\$2.00	Y
CVC 22500(H)	Double Parking	\$62.00	\$64.00	\$2.00	Y
CVC 4000(A)(1)	Expired Registration (Reduced to \$10 with Proof of Correction)	\$81.00	\$84.00	\$3.00	Y

City of Signal Hill Fee Schedule - Before and After Illustration
PARKING PENALTY BAIL SCHEDULE

Code	Violation Description	Current Fine / Fee	Proposed Fine / Fee	Fine / Fee Change	CPI
CVC 22514	Fire Hydrant	\$81.00	\$84.00	\$3.00	Y
CVC 22500.1	Fire Lane	\$81.00	\$84.00	\$3.00	Y
CVC 22507.8	Disabled Parking	\$399.00	\$412.00	\$13.00	Y
CVC 22516	Leaving Standing a Locked Vehicle with Any Person Inside who Cannot Readily Escape From It	\$51.00	\$53.00	\$2.00	Y
CVC 21113(A)	Library/Police Parking	\$51.00	\$53.00	\$2.00	Y
CVC 5204(A)	Not Displaying Current Tags (Reduced to \$10 with Proof of Correction)	\$51.00	\$53.00	\$2.00	Y
CVC 22500(E)	Park Across Driveway	\$51.00	\$53.00	\$2.00	Y
CVC 22507.8(C)	Disabled Crosshatch	\$399.00	\$412.00	\$13.00	Y
CVC 21211(A)	Park in Bike Lane	\$51.00	\$53.00	\$2.00	Y
CVC 22500(I)	Park in Bus Stop	\$310.00	\$320.00	\$10.00	Y
CVC 22500(B)	Park in Crosswalk	\$51.00	\$53.00	\$2.00	Y
CVC 22500(A)	Park in Intersection	\$51.00	\$53.00	\$2.00	Y
CVC 22500(F)	Parking on Sidewalk	\$57.00	\$59.00	\$2.00	Y
	AB 503 Payment Plan Fee	\$5.00	\$5.00	\$0.00	N
	Correction Fee Reduction	\$11.00	\$10.00	(\$1.00)	N