



**CITY OF
BRAWLEY**

USER AND REGULATORY FEE STUDY

OCTOBER 2025



7960 B Soquel Drive, Suite 363, Aptos, California 95003
CLEARSOURCEFINANCIAL.COM

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October 2025

CITY OF BRAWLEY

Attn: Silvia Luna, Finance Director
383 Main Street
Brawley, CA 92227

USER AND REGULATORY FEE STUDY

Dear Ms. Luna:

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

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

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Terry Madsen", is written over a light blue horizontal line.

TERRY MADSEN, PRESIDENT | CLEARSOURCE FINANCIAL CONSULTING

PHONE: 831.288.0608

EMAIL: TMADSEN@CLEARSOURCEFINANCIAL.COM

STUDY OVERVIEW

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

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

USER AND REGULATORY FEES

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

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

At its conclusion, this study proposes for City Council review and consideration at public hearing a new **Schedule of User and Regulatory Fees** for application in Fiscal Year 2025-2026 and continued update in subsequent years.

COST RECOVERY POLICY AND PRACTICE

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

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

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

Cost of Service information is included in Appendix II of this report.



FINDINGS AND PROPOSED ACTION

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

PRIMARY FINDINGS AND RECOMMENDATIONS

▷ GUIDING PRINCIPLES AND FACTORS CONSIDERED FOR RECOMMENDED FEES

- The outcomes and recommendations of the study are intended to comply with applicable federal, state, and local laws including providing confirmation that the proposed fees (“charges”) recommended as a result of this study are not taxes as defined in Article 13C of the California Constitution and that the proposed fees are no more than necessary to the cover the reasonable costs of the City’s activities and services addressed in the fees.
- Study recommendations regarding proposed fees are intended to reflect the City’s commitment to aligning the fee study with Measure J supported initiatives, such as maintaining essential services (e.g., public safety) and promoting economic development (e.g., downtown revitalization).
- Fees for certain services include a Preferred Use (incentivized rate) for projects that support downtown and economic development efforts.

▷ DEVELOPMENT SERVICES FEES

- Building, Planning, and Engineering fees are proposed to be recalibrated to recover a greater share of the City’s cost of service.
 - Building fees currently recover approximately 71% of the City’s cost of service. The General Fund is currently subsidizing \$142,000 of private construction review costs.
 - Engineering fees currently recover approximately 9% of the City’s cost of service. The General Fund is currently subsidizing \$249,000 of private engineering and encroachment review costs.
 - Planning fees currently recover approximately 12% of the City’s cost of service. The General Fund is currently subsidizing \$216,000 of current planning review and permitting costs.
- Development fee schedules are proposed to be restructured to allow for improved scaling of fees to reflect varying project complexity. The proposed schedules are intended to recover lower fees for less complex projects and higher fees for more complex projects.
- Proposed fee structure includes reduced fees for preferred use projects.
- Proposed land development engineering fees include a multi-year phase-in approach to enhance cost recovery over a 3-year time frame (FY 25/26; FY 26/27; and FY 27/28).
- For non-preferred use projects, enhanced cost recovery is targeted due to the regulatory



nature of the fees and the high level of direct benefit resulting from construction activities including enjoyment of property enhancements, increased property values, and the desire to avoid having other Brawley residents and businesses subsidize an individual's private construction activities.

▷ PUBLIC SAFETY FEES

- While most City public safety services such as Fire Suppression and routine Police patrol services are tax funded services, the City's public safety departments provide certain discrete services that are typically recovered via fees and charges. Examples include:
 - Fire prevention services for review of new construction and certain operations
 - Vehicle impound and release and requests for special reports.

Fees for these services are proposed to be adjusted to recover the City's costs of service.

▷ RECREATION AND FACILITY RENTAL FEES

- Community services fees for services such as reserved use of City indoor facilities, sports fields, and courts are proposed for minor modification. The City's emphasis continues to be:
 - Maintaining active, dynamic, use of public spaces and prioritizing non-profit users.
 - Providing multiple venue sizes and types with corresponding pricing to accommodate the needs of various users.
- The City's Library, Parks, and Recreation Services continue to be primarily supported by the General Fund (i.e., highly subsidized services):

▷ UTILITY SERVICES FEES

While most of the costs of City Utility Services are recovered via routine service billings (i.e., utility bills), the costs of providing certain discrete, non-routine, services are typically recovered via fees and charges. Fees for these services are proposed to be adjusted to recover the City's costs of service. Examples include:

- Service Reconnection Fees
- Meter Removal Fees

▷ FILM AND COMMERCIAL PHOTOGRAPHY PERMIT FEES

- Fees are proposed to be adjusted to scale to the scale of activity requested to be conducted within City limits, with lower fees for smaller scale/shorter duration events and productions and higher fees for larger scale/longer duration events and productions.

▷ ADMINISTRATIVE FEES

- Administrative fees have been recalibrated to reflect current costs of service and State limits for certain fee-related services.



▷ REGIONAL FEE COMPARISON

- Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions. Current and proposed fees were compared to amounts collected by other agencies. For sampling purposes, the fee comparison examined fees for:
 - City of El Centro
 - City of Imperial
 - Imperial County

For Brawley, outcomes will show that new fees may range from low, mid, to upper end of regional fee spectrum depending on the service provided. This is common among municipalities due to differing levels of service and review included among various fee categories. Scenarios considered range from smaller scale projects to larger scale projects. **Regional Fee Comparison information is included in Appendix I of this report.**

▷ FISCAL IMPACT

Additional revenues expected from proposed changes to fees and charges are intended to offset the cost of providing existing services associated with those fee-related functions. Additional fee revenue is not intended to fund new services. Fairly allocating costs to the services provided and recovering some, or all, of these costs from service recipients creates value and predictability for City customers and reimburses the City for services provided to a single party, as compared to the public at large. Collecting fees for services:

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

The anticipated fiscal impact of the proposed fee adjustments will be dependent on levels of preferred use and all other development activity. Consequently, the consultant recommends that staff implement fees and obtain updated revenue history before adjusting FY 25/26 revenue projections.

Please continue to the following technical report and appendices for further discussion of this User and Regulatory Fee Study.



SCOPE OF STUDY

The City of Brawley has completed a **User and Regulatory Fee Study**, which represents an external review of prevailing practices and development of a new **Schedule of User and Regulatory Fees**. ClearSource Financial Consulting has prepared this analysis using the City's adopted organizational information and will be available to answer questions as the City proceeds in implementing findings as it chooses.

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

- ▶ Review eligible fee-related services Citywide to establish the reasonable relationship between current fees for service and the underlying costs of service.
- ▶ Calculate the full cost of service, including estimated Citywide overhead costs.
- ▶ Recommend fees to be charged for each service.
- ▶ Recommend cost recovery strategies and best practices in setting fees, while considering the complexities and demands of responsible programs or departments.
- ▶ Identify underlying billable rates for cost recovery opportunities and as the basis for user fees.

DIRECT SERVICES UNDER REVIEW

- Building
- Engineering
- Planning
- Fire
- Police
- Animal Control
- Library and Recreation
- Utility Services
- Finance / Administrative Fees

REASON FOR STUDY

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

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



PREVAILING GUIDANCE

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

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

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

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

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



METHODOLOGY AND DATA SOURCES

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

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

- ▶ Labor expenditures for in-house personnel were based on budgeted salary and benefits expenditures.
- ▶ Contract service personnel and other services and supplies related costs were based on current industry market rates for service.
- ▶ Citywide overhead cost allocations were developed to assign a reasonable share of central service support to the City's direct service units.
- ▶ Estimated labor time spent providing fee related services were developed based on interviews with City staff and are in-line with typical direct service ratios experienced by the consultant via studies of similar municipalities throughout California. Commonly used industry data also aided in the development of time estimates and proposed fee structures.

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

An illustration of the methods used in this analysis is shown in **Exhibit 1**.



EXHIBIT 1 | STEPS IN ANALYZING COSTS OF SERVICE AND USER FEES



CONSIDERATIONS FOR IMPLEMENTATION

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

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





APPENDIX I

FEE COMPARISON



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REGIONAL FEE COMPARISON

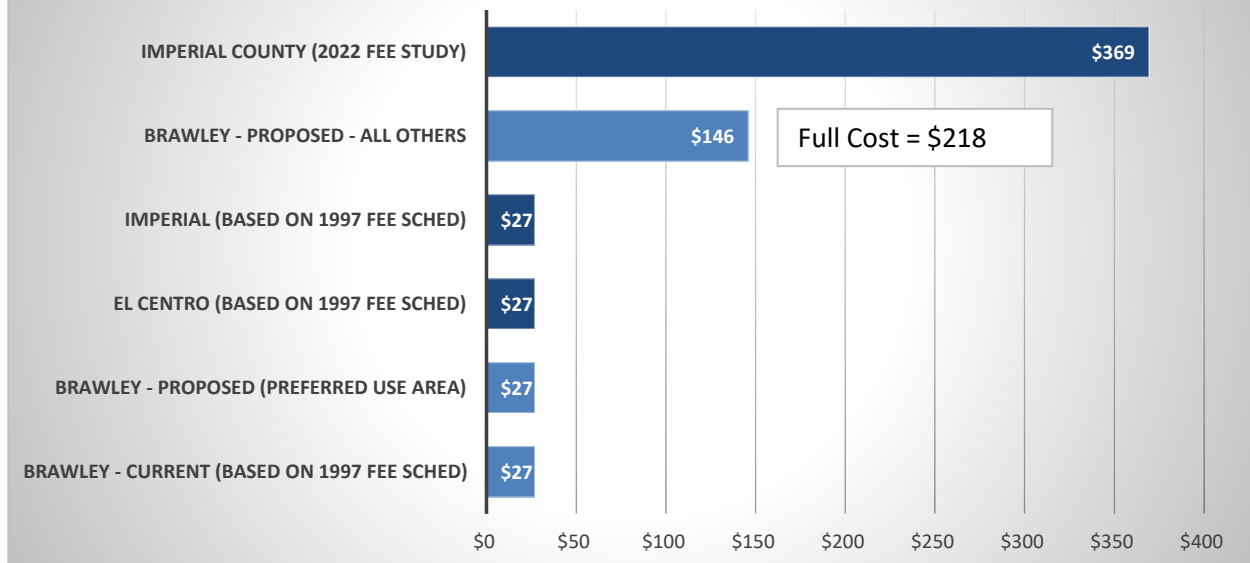
Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions.

In order to provide the City Council with additional information as it considers potential adjustments to fees, current and proposed fees were compared to amounts collected by other agencies. For sampling purposes, the fee comparison examined fees for:

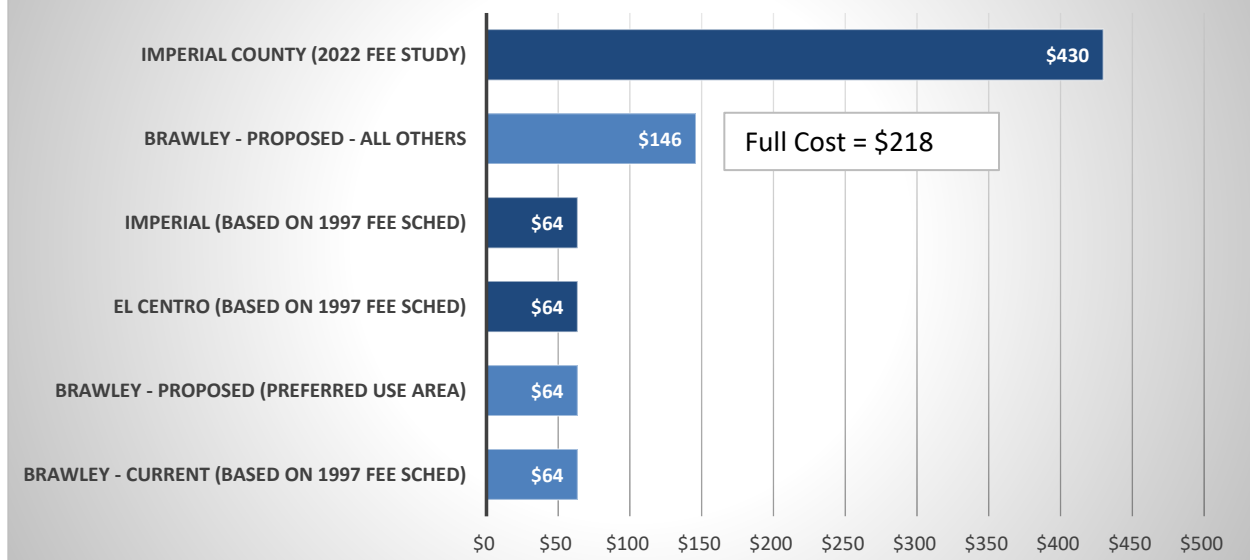
- City of El Centro
- City of Imperial
- Imperial County

The City of Brawley, consistent with other cities throughout the State, has an existing fee schedule that contemplates hundreds of potential unique requests for service. Consequently, an exhaustive comparison of all scenarios is unrealistic. Instead, comparison information for several targeted fee categories (e.g., high volume categories, fee categories of particular interest to community, etc.) are provided in order to provide the City Council with a reasonable sense of changes expected. For Brawley, outcomes will show that new fees may range from low, mid, to upper end of regional fee spectrum depending on the service provided. This is common among municipalities due to differing levels of service and review included among various fee categories. Scenarios considered range from smaller scale projects to larger scale projects. Examples are illustrated in the charts on the following pages.

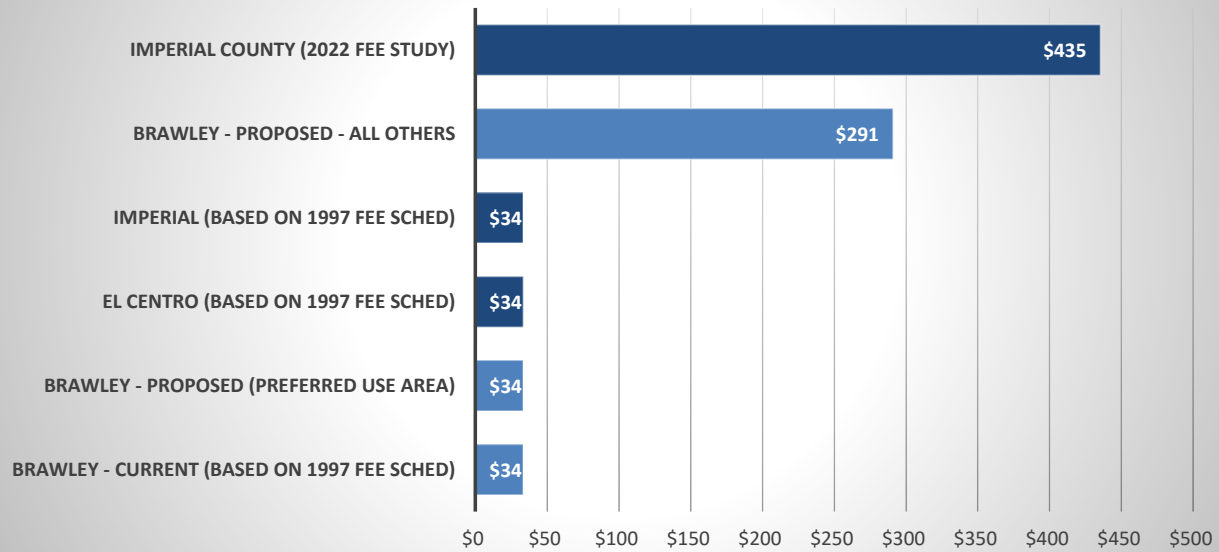
Water Heater Change-Out



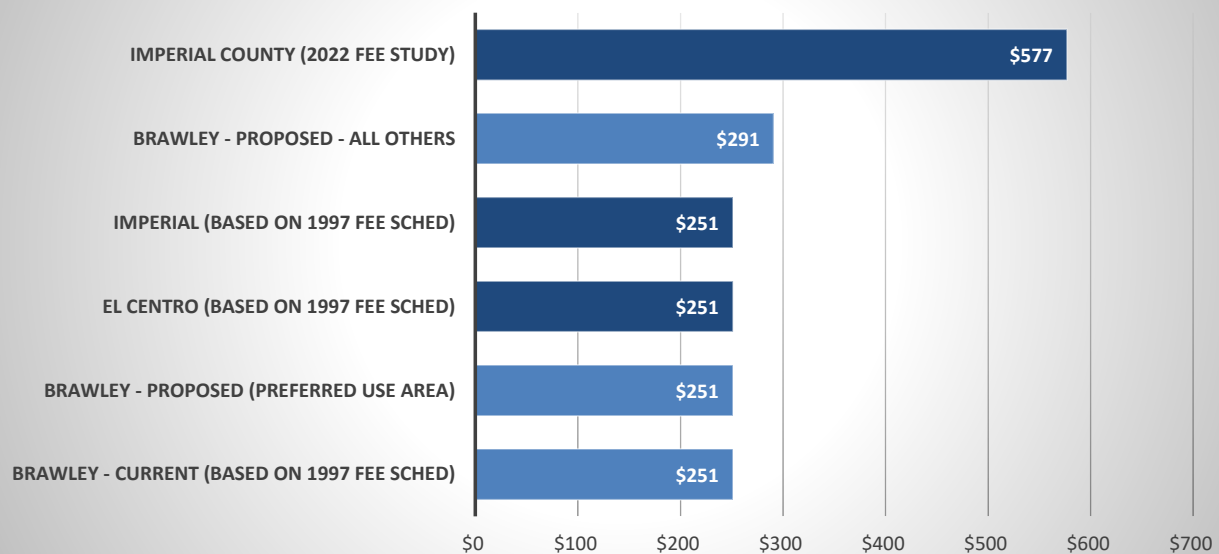
HVAC Change-Out



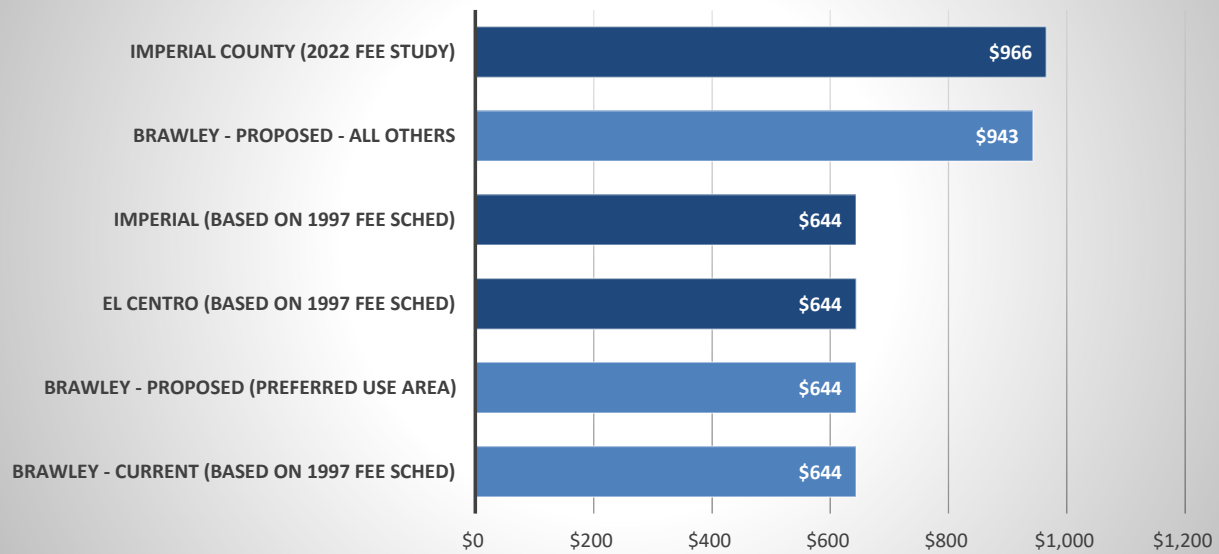
Residential Electric Service Panel Upgrade



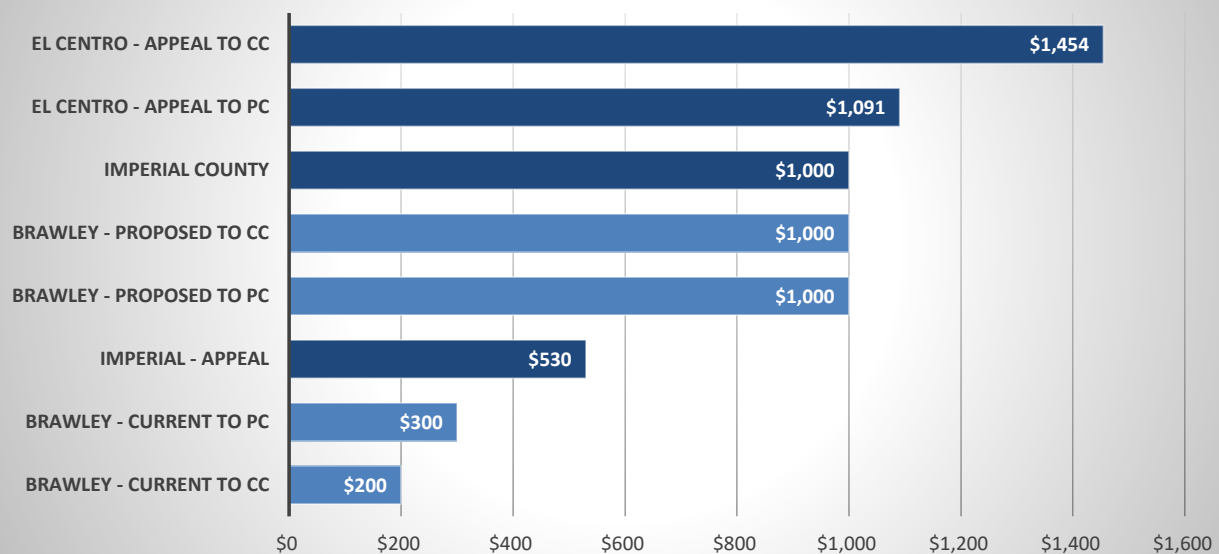
Re-Roof Residential



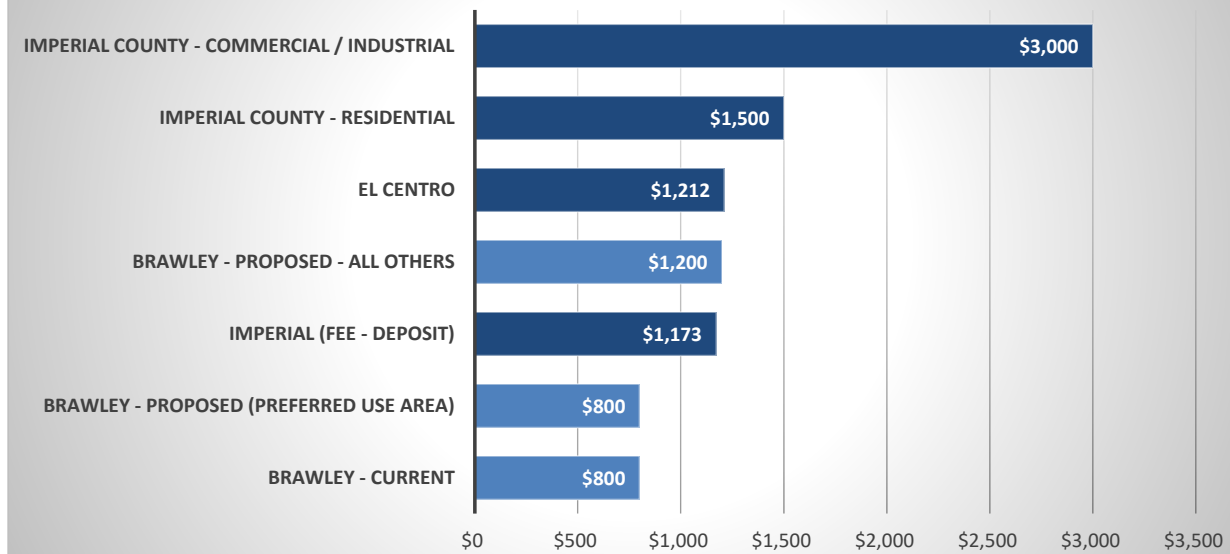
Building Permit Fee - \$50,000 Project



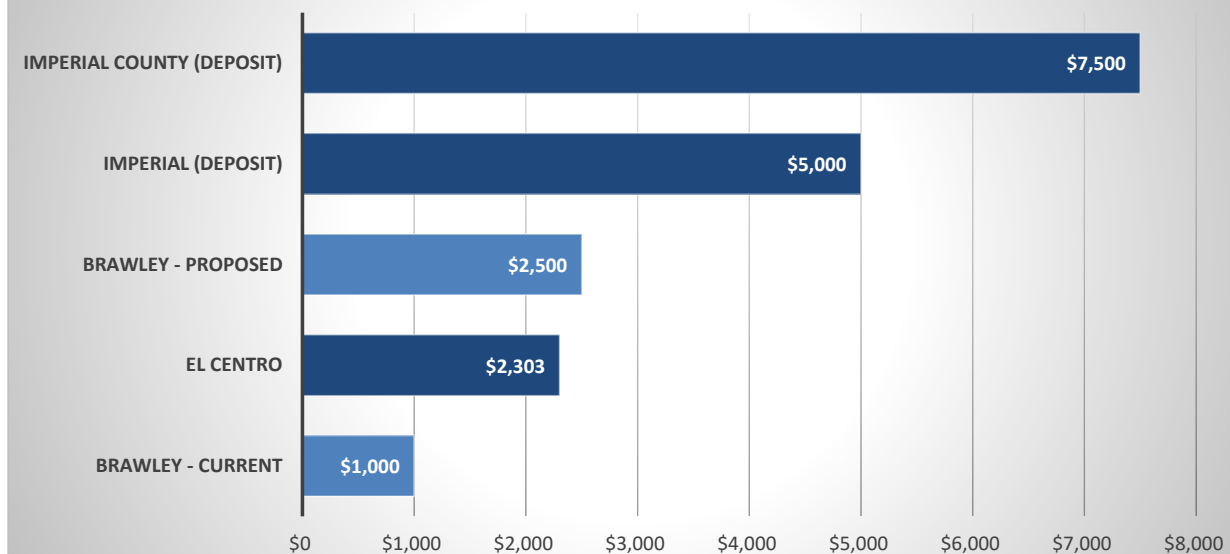
Appeal

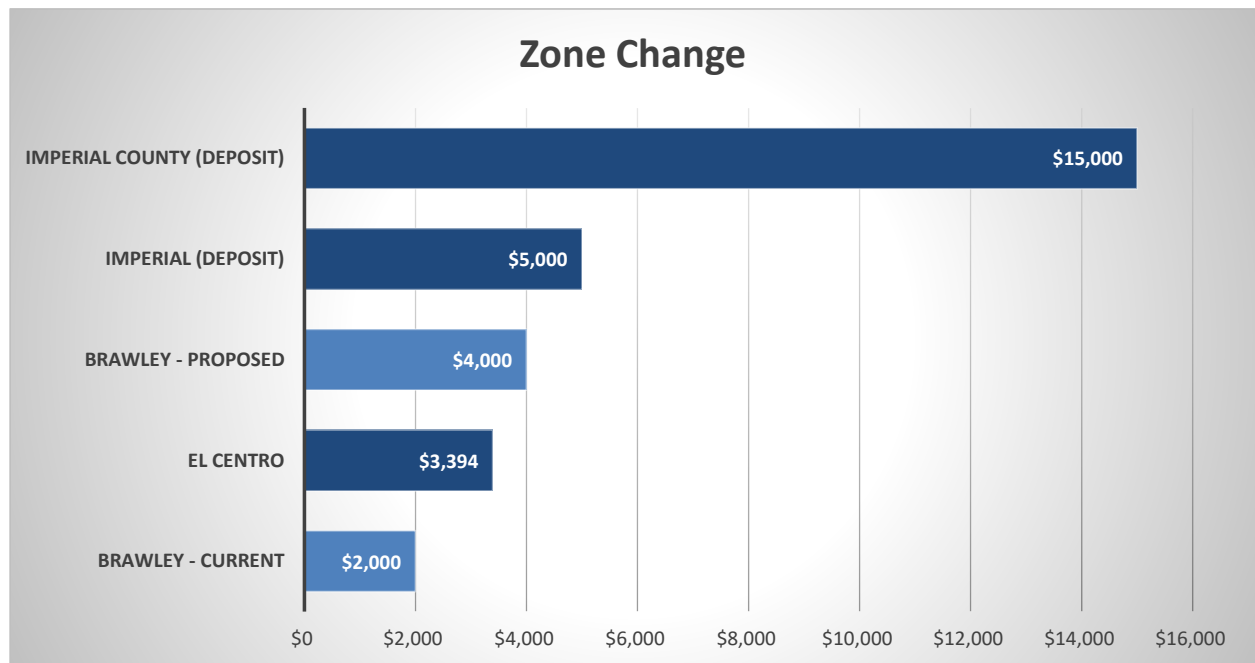


Variance



Tentative Parcel Map







APPENDIX II

COST OF SERVICE ANALYSIS



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Cost of Service Analysis

City of Brawley

Cost of Service Analysis

Description	Page
Building Fees	3
Engineering Fees	16
Planning Fees	28
Finance Fees	36
Film and Commercial Photography Permit Fees	41
Fire Fees	41
Police	59
Animal Control	68
Recreation and Facility Rental Fees	73
Utility Services Fees	80
Airport Fees	86



User and Regulatory Fees

Cost of Service Calculations

Building Fees

City of Brawley
User and Regulatory Fee Study
Allocation of Annual Labor Effort - Building Division

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Productive Hours	Notes
Interim Building Official	\$48	1.00	\$99,902	2,080	216	1,864	1,864	[a],[b]
Building Inspector	\$39	1.00	\$80,163	2,080	216	1,864	1,864	[a],[b]
Administrative Secretary	\$21	0.75	\$32,464	2,080	216	1,864	1,398	[a],[b]
Total		2.75	\$212,529				5,126	

Contract Services

Description	Total	Est Hrly Cost	Total Hours	Notes
CONSTRUCTION INSPECTION	\$900	\$110	8	[c]
PLAN CHECK SERVICE	\$13,106	\$140	94	[c]

Total Productive Hours	Total	Notes
In-House	5,126	
Contract	102	
Total	5,228	

Allocation of Hours	Share	Total	Notes
Indirect	35%	1,830	[b]
Direct	65%	3,398	[b]
Total	100%	5,228	

[a] Source: FY 24/25 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 Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Building Division

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Building	700.100	Permanent salaries	\$208,079	\$0	\$208,079	
General Fund	Building	700.300	Overtime	\$300	\$0	\$300	
General Fund	Building	701.000	Auto/Other Allowance	\$4,440	\$0	\$4,440	
General Fund	Building	701.100	Vacation Leave Buyback	\$3,263	\$0	\$3,263	
General Fund	Building	710.100	Health insurance	\$43,252	\$0	\$43,252	
General Fund	Building	710.200	F I C A	\$16,530	\$0	\$16,530	
General Fund	Building	710.300	P E R S	\$24,377	\$0	\$24,377	
General Fund	Building	710.310	PERS UAL	\$40,079	\$0	\$40,079	
General Fund	Building	710.320	Pension Obligation Debt Serv.	\$23,243	\$0	\$23,243	
General Fund	Building	710.400	Unemployment	\$942	\$0	\$942	
General Fund	Building	710.500	Workers' compensation	\$5,565	\$0	\$5,565	
General Fund	Building	720.100	Office supplies	\$1,300	\$0	\$1,300	
General Fund	Building	720.200	Books and subscriptions	\$2,500	\$0	\$2,500	
General Fund	Building	721.100	Uniforms	\$1,000	\$0	\$1,000	
General Fund	Building	721.200	Other operating supplies	\$1,600	\$0	\$1,600	
General Fund	Building	725.400	Fuel	\$4,312	\$0	\$4,312	
General Fund	Building	730.200	Technical services	\$20,528	\$0	\$20,528	
General Fund	Building	740.100	Repair & Maintenance Vehicles	\$3,000	\$0	\$3,000	
General Fund	Building	740.130	Repairs & Maintenance Equipm	\$500	\$0	\$500	
General Fund	Building	740.400	Rents & Leases	\$900	\$0	\$900	
General Fund	Building	750.100	Insurance	\$13,106	\$0	\$13,106	
General Fund	Building	750.200	Communications	\$2,500	\$0	\$2,500	
General Fund	Building	750.210	Postage	\$1,300	\$0	\$1,300	
General Fund	Building	750.400	Travel & Training	\$4,000	\$0	\$4,000	
General Fund	Building	750.600	Contributions,Memberships,Due	\$600	\$0	\$600	
Total				\$427,216	\$0	\$427,216	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	15%	\$427,216	\$64,082	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$427,216	87%	
Allocation of Citywide Overhead	\$64,082	13%	
Total	\$491,298	100%	

City of Brawley
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Building Division

Revenue Summary

Account	Account Description	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 24/25 Budget
101-231.000-420.300	Contractors licenses	\$9,161	\$8,183	\$8,389	\$8,000
101-231.000-420.400	Construction permits	\$294,841	\$426,645	\$236,431	\$300,000
101-231.000-440.120	Plan check fees	\$111,133	\$75,453	\$65,834	\$40,000
101-231.000-440.150	Inspection fees	\$61,573	\$2,856	\$0	\$1,000
Total		\$476,709	\$513,137	\$310,654	\$349,000

Description	Total
Average Revenue	\$349,000
Expenditures	\$491,298
Cost Recovery Rate	71%
General Fund Subsidy	\$142,298

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$491,298
Direct Hours	3,398
Fully-Burdened Hourly Rate	\$145

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	2.75	2,080	5,720	\$212,529	\$37	\$145	3.90

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
Interim Building Official	\$99,902	1.00	\$99,902	\$48	3.90	\$187
Building Inspector	\$80,163	1.00	\$80,163	\$39	3.90	\$150
Administrative Secretary	\$32,464	0.75	\$43,285	\$21	3.90	\$81

[a] Source: FY 24/25 Adopted Budget.

[b] For cost of service calculation only. Assumes deMinimus rate.

City of Brawley
User and Regulatory Fee Study
Building 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 Cost Recovery	Proposed Fee	Note
1	HVAC Change-Out - Residential	1.00	x	\$145	=	\$145	varies	varies	50%	\$73	[a]
2	Water Heater Change-Out - Residential	1.00	x	\$145	=	\$145	varies	varies	50%	\$73	[a]
3	Line Repair - Sewer/Water/Gas/ Ventilation/Repipe	1.50	x	\$145	=	\$218	varies	varies	100%	\$218	
4	Re-Roof - Residential (without calculations)	1.50	x	\$145	=	\$218	varies	varies	100%	\$218	
5	Siding - Residential	1.50	x	\$145	=	\$218	varies	varies	100%	\$218	
6	Service Panel Upgrade - Residential	1.50	x	\$145	=	\$218	varies	varies	100%	\$218	
7	Battery Backup Storage - Residential	1.00	x	\$145	=	\$145	varies	varies	100%	\$145	
8	Electric Vehicle Charger - Residential	1.00	x	\$145	=	\$145	varies	varies	100%	\$145	
9	Generator - Residential	1.00	x	\$145	=	\$145	varies	varies	100%	\$145	
10	Rooftop Solar Permit - Residential										
	a) 15kW or less	2.25	x	\$145	=	\$326	varies	varies	100%	\$326	[b]
	b) Above 15kW						varies	varies		\$450 base fee, plus \$15 per kW for each kW above 15kW	[b]
11	Rooftop Solar Permit - Non-Residential										
	a) 50kW or less						varies	varies		\$1,000	[b]
	b) 50kW – 250kW						varies	varies		\$1,000 base fee, plus \$7 per kW for each kW above 50kW up to 250kW	[b]
	c) Above 250kW						varies	varies		\$2,400 base fee, plus \$5 per kW for each kW above 250 kW	[b]
12	Ground-Mount Solar	2.00	x	\$145	=	\$290	varies	varies	100%	\$290	
13	Swimming Pool/Spa Equipment Change-out Only	1.00	x	\$145	=	\$145	varies	varies	100%	\$145	
14	Swimming Pool Replaster	1.50	x	\$145	=	\$218	varies	varies	100%	\$218	
15	Residential Voluntary Seismic Retrofit	1.50	x	\$145	=	\$218	varies	varies	100%	\$218	
16	Retaining Wall										
	a) Wall Under 4' in height	2.00	x	\$145	=	\$290	varies	varies	100%	\$290	
	b) Wall Over 4' in height										
	i) Up to 100 LF	4.00	x	\$145	=	\$580	varies	varies	100%	\$580	
	ii) Each Additional 100 LF	0.25	x	\$145	=	\$36	varies	varies	100%	\$36	

City of Brawley
User and Regulatory Fee Study
Building 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 Cost Recovery	Proposed Fee	Note
17	CMU Wall										
	a) Wall Under 6' in height	2.00	x	\$145	=	\$290	varies	varies	100%	\$290	
	b) Wall Over 6' in height										
	i) Up to 100 LF	4.00	x	\$145	=	\$580	varies	varies	100%	\$580	
	ii) Each Additional 100 LF	0.25	x	\$145	=	\$36	varies	varies	100%	\$36	
18	Window / Door - Retrofit / Repair	1.00	x	\$145	=	\$145	varies	varies	100%	\$145	
19	Fences Requiring a Building Permit	1.00	x	\$145	=	\$145	varies	varies	100%	\$145	

[a] Reduced fees.

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

[c] Projects for eligible uses that support downtown revitalization, community equity, or economic development may qualify for reduced fees under the City's "Preferred Use Fee" program , as approved by the City Manager or designee.

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

Fee Description		Service Time		Fully-Burdened Hourly	=	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Preferred Use Projects - Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits												
1	\$1 - \$500	1.00	x	\$145	=	\$145	\$24	16%	\$24	16%		
2	\$501 - \$2,000	1.00	x	\$145	=	\$145	\$24	16%	\$24	16%		
3	\$2,001 - \$25,000	1.50	x	\$145	=	\$218	\$69	32%	\$69	32%		
4	\$25,001 - \$50,000	4.00	x	\$145	=	\$580	\$391	67%	\$391	67%		
5	\$50,001 - \$100,000	6.50	x	\$145	=	\$943	\$644	68%	\$644	68%		
6	\$100,001 - \$500,000	10.00	x	\$145	=	\$1,450	\$994	69%	\$994	69%		
7	\$500,001 - \$1,000,000	32.00	x	\$145	=	\$4,640	\$3,234	70%	\$3,234	70%		
8	\$1,000,001 and up	56.00	x	\$145	=	\$8,120	\$5,609	69%	\$5,609	69%		
For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee												
9	Mechanical	10%					varies	varies	10%	100%		
10	Plumbing	10%					varies	varies	10%	100%		
11	Electrical	10%					varies	varies	10%	100%		

[a] Projects for eligible uses that support downtown revitalization, community equity, or economic development may qualify for reduced fees under the City's "Preferred Use Fee" program , as approved by the City Manager or designee.

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

Fee Description		Service Time		Fully-Burdened Hourly	=	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
	Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits											
1	\$1 - \$2,000	1.00	x	\$145	=	\$145	\$24	16%	\$73	50%		
2	\$2,001 - \$25,000	1.50	x	\$145	=	\$218	\$69	32%	\$218	100%		
3	\$25,001 - \$50,000	4.00	x	\$145	=	\$580	\$391	67%	\$580	100%		
4	\$50,001 - \$100,000	6.50	x	\$145	=	\$943	\$644	68%	\$943	100%		
5	\$100,001 - \$500,000	10.00	x	\$145	=	\$1,450	\$994	69%	\$1,450	100%		
6	\$500,001 - \$1,000,000	32.00	x	\$145	=	\$4,640	\$3,234	70%	\$4,640	100%		
7	\$1,000,001 and up	56.00	x	\$145	=	\$8,120	\$5,609	69%	\$8,120	100%		
	For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee											
8	Mechanical	10%					varies	varies	10%	100%		
9	Plumbing	10%					varies	varies	10%	100%		
10	Electrical	10%					varies	varies	10%	100%		

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

Fee Description		Service Time		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) Plan Review Fee, if applicable	75%				65%	87%	75%	100%	[a]
	b) Expedited Plan Check - At Application Submittal (when applicable)	1.5x standard plan check fee				n/a - new	0%	1.5x standard plan check fee	100%	
	c) Revision Application Fee									
	i) Preferred Use Fee	1.00	x	\$145	= \$145	\$47	32%	\$47	32%	[b]
	ii) All Others	1.00	x	\$145	= \$145	\$47	32%	\$145	100%	
	d) Tract Home / Master Plan Construction (Production Units) / Pre-Approved Plans	20%				varies	varies	20% of standard plan check fee	100%	[c][d]
	e) Alternate Materials and Materials Review									
	i) Preferred Use Fee	1.00	x	\$145	= \$145	\$47	32%	\$47	32%	[b]
	ii) All Others	1.00	x	\$145	= \$145	\$47	32%	\$145	100%	
	f) Excess Plan Review Fee (4th and subsequent)									
	i) Preferred Use Fee	1.00	x	\$145	= \$145	\$47	32%	\$47	32%	[b]
	ii) All Others	1.00	x	\$145	= \$145	\$47	32%	\$145	100%	
	g) Revisions									
	i) Preferred Use Fee	1.00	x	\$145	= \$145	\$47	32%	\$47	32%	[b]
	ii) All Others	1.00	x	\$145	= \$145	\$47	32%	\$145	100%	
	h) Signage Review									
	i) Preferred Use Fee	6.00	x	\$145	= \$870	varies	varies	\$200	23%	[b],[e]
	ii) All Others	6.00	x	\$145	= \$870	varies	varies	\$435	50%	[e]
2	Building Plan Check Fees - Planning (Fees Only Applied to Projects Requiring Review)									
	a) Zoning Clearance Verification									
	i) Preferred Use Fee	0.50	x	\$145	= \$73	n/a - new	0%	No Charge	0%	[b]
	ii) All Others	0.50	x	\$145	= \$73	n/a - new	0%	\$73	100%	
	b) Planning Plan Check									
	i) Preferred Use Projects	varies			varies	n/a - new	0%	No Charge	0%	[b]
	ii) All Others									
	a) Alterations/Additions - Residential	1.25	x	\$145	= \$181	n/a - new	0%	\$181	100%	
	b) New Construction - Single Family Residential	2.25	x	\$145	= \$326	n/a - new	0%	\$326	100%	
	c) New Construction - 2-4 Residential Units	4.25	x	\$145	= \$616	n/a - new	0%	\$616	100%	
	d) New Construction - 5+ Residential Units	11.00	x	\$145	= \$1,595	n/a - new	0%	\$1,595	100%	
	e) New Construction - Non-Residential	4.25	x	\$145	= \$616	n/a - new	0%	\$616	100%	
	f) Alterations/Additions - Non-Residential	2.25	x	\$145	= \$326	n/a - new	0%	\$326	100%	
	g) Permits / Plan Checks Not Listed Above	varies						See footnote		[f]

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

Fee Description		Service Time	Fully-Burdened Hourly	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
3	Building Plan Check Fees - Public Works Engineering (Fees Only Applied to Projects Requiring Review)								
	a) Preferred Use Projects	varies		varies	n/a - new	0%	No Charge	0%	[b]
	b) All Others	1.00	x \$145	= \$145	n/a - new	0%	\$145	100%	

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

[b] Projects for eligible uses that support downtown revitalization, community equity, or economic development may qualify for reduced fees under the City's "Preferred Use Fee" program , as approved by the City Manager or designee.

[c] 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.

[d] For ADU pre-approved plans.

[e] Includes review of design/footings and required inspections.

[f] Planning staff to determine hours and applicable fee at time of application.

[g] Fee amounts shown are intended to correspond to typical costs of City and any contract service costs. In the event costs exceed amounts shown above, the City reserves the right to use time and materials billings to recover the cost of service.

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

Fee Description	Service Time		Fully-Burdened Hourly		Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
1 Permit Processing Fee										
a) Preferred Use Fee	0.50	x	\$145	=	\$73	\$15	21%	\$15	21%	[a]
b) All Others	0.50	x	\$145	=	\$73	\$15	21%	\$73	100%	
2 Business License Inspection Fee										
a) Preferred Use Fee	0.50	x	\$145	=	\$73	n/a - new	0%	No Charge	0%	[a]
b) All Others										
i) Residential Home Occupation	0.50	x	\$145	=	\$73	n/a - new	0%	\$73	100%	
ii) Non-Residential	0.50	x	\$145	=	\$73	n/a - new	0%	\$73	100%	
3 Photocopies										
a) 8.5" x 11" (per page)						\$0.25		\$0.25		
b) 11" x 17" (per page)						\$0.50		\$0.50		
c) Plotting/Large Format Printing Fee (per sheet)						\$10		\$10		
4 Insufficient Funds Transaction Processing Cost						\$35		\$35		
5 Collection Fee						Pass-Through of Actual Costs		Pass-Through of Actual Costs		
6 Document Retention Fee (per page) (applies to all physical or electronic pages)						\$3		\$3		
7 General Plan Maintenance & Zoning Code Update Fee (% of permit fee)										
a) Preferred Use Fee						n/a - new	0%	No Charge	0%	[a],[b]
b) All Others						n/a - new	0%	5%		[b]
8 Technology Fee (% of plan review and permit fee)										
a) Preferred Use Fee						n/a - new	0%	5%	varies	[a],[c]
b) All Others						n/a - new	0%	10%	varies	[c]
9 Strong Motion Instrumentation Program (SMIP) Fee Calculation										
a) Residential						\$0.50 or valuation x .00013		\$0.50 or valuation x .00013		
b) Commercial						\$0.50 or valuation x .00028		\$0.50 or valuation x .00028		
10 Building Standards Administration Special Revolving Fund (BSASRF) - SB 1473 Fee Calculation (Valuation)										
a) \$1 - \$25,000						\$1		\$1		
b) \$25,001 - \$50,000						\$2		\$2		
c) \$50,001 - \$75,000						\$3		\$3		
d) \$75,001 - \$100,000						\$4		\$4		
e) Every \$25,000.01 or Fraction Thereof Above \$100,000						Add \$1		Add \$1		
11 Temporary Certificate of Occupancy (per 30 Days)	2.50	x	\$145	=	\$363	n/a - new	0%	\$363	100%	

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

Fee Description	Service Time		Fully-Burdened Hourly		Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
12 Permit Extension (Maximum 6-months Extension)	0.42	x	\$145	=	\$60	n/a - new	0%	\$60	100%	
13 Permit Reactivation Fee										
a) Reactivation Fee if All Inspections Have Been Performed and Approved Up to But Not Including Final Inspection	0.42	x	\$145	=	\$60	n/a - new	0%	\$60	100%	
b) Reactivation Fee - All Other Scenarios										
i) Permit Expired Up to One Year						n/a - new	0%	50% of Original Base Building Permit Fee		
ii) Permit Expired More than One Year						n/a - new	0%	100% of Original Base Building Permit Fee		
14 Permit Reissuance Fee	0.42	x	\$145	=	\$60	n/a - new	0%	\$60	100%	
15 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	1.50	x	\$145	=	\$218	varies	varies	\$218	100%	
Other Fees										
16 Credit Card Transaction Processing Fee					2.50%	\$1.25	varies	2.50%	100%	
17 Emergency Inspection - (After Hours) (per hour)	1.20	x	\$145	=	\$174	\$47	27%	\$174	100%	
18 Re-inspection Fee (each)	0.75	x	\$145	=	\$109	\$47	43%	\$109	100%	[d]
19 Missed Inspection Fee	0.50	x	\$145	=	\$73	n/a - new	0%	\$73	100%	
20 Duplicate Copy of Permit	0.17	x	\$145	=	\$24	n/a - new	0%	\$24	100%	
21 Permit Copy Replacement	1.00	x	\$145	=	\$145	n/a - new	0%	\$145	100%	
22 Duplicate Copy of Certificate of Occupancy	0.17	x	\$145	=	\$24	n/a - new	0%	\$24	100%	
23 Construction and Demolition Waste Management Review Fee	0.50	x	\$145	=	\$73	n/a - new	0%	\$73	100%	
24 Fees for Services Not Listed in this Fee Schedule (per hour)	1.00	x	\$145	=	\$145	\$47	32%	\$145	100%	
Violation Fees										
25 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)						n/a - new	0%	equal to permit fee		[e]
Refunds										
26 Refunds										
a) Fees Erroneously Paid or Collected by the City						n/a - new	0%	100% refund		
b) Refund of Plan Review Fees - Prior to Plan Review Commencing						n/a - new	0%	up to 80% refund		
c) Refund of Permit Fees - Prior to Inspection Commencing						n/a - new	0%	up to 80% refund		
d) 180 Days After Payment of Fees						n/a - new	0%	no refund		

[a] Projects for eligible uses that support downtown revitalization, community equity, or economic development may qualify for reduced fees under the City's "Preferred Use Fee" program , as approved by the City Manager or designee.

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

[e] For work commenced without permits or outside the scope of the permit, the applicant shall pay 2x applicable permit fees.



User and Regulatory Fees

Cost of Service Calculations

Engineering Fees

City of Brawley
User and Regulatory Fee Study
Allocation of Annual Labor Effort - Engineering Division

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Productive Hours	Notes
Development Services Director	\$70	0.50	\$72,500	2,080	216	1,864	932	[a],[b]
Associate Civil Engineer	\$52	1.00	\$109,054	2,080	216	1,864	1,864	[a],[b]
Assistant Civil Engineer	\$48	1.00	\$99,902	2,080	216	1,864	1,864	[a],[b]
Public Works Analyst	\$40	1.00	\$83,762	2,080	216	1,864	1,864	[a],[b]
Engineering Technician	\$30	1.00	\$61,610	2,080	216	1,864	1,864	[a],[b]
Labor Compliance Officer	\$30	1.00	\$61,547	2,080	216	1,864	1,864	[a],[b]
Administrative Secretary	\$21	1.00	\$43,285	2,080	216	1,864	1,864	[a],[b]
Total		6.50	\$531,660				12,116	

Contract Services

Description	Total	Est Hrly Cost	Total Hours	Notes
Annual Contract Services	\$245,000	\$165	1,485	[c]

Total Productive Hours	Total	Notes
In-House	12,116	
Contract	1,485	
Total	13,601	

Allocation of Hours	Share	Total	Notes
Indirect	35%	4,760	[b]
Direct	65%	8,841	[b]
Total	100%	13,601	

[a] Source: Director salary based on contract amount. Placeholder salary for Associate Planner. Amount is intended to serve as a reasonable estimate.

[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 Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Engineering Division

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Engineering	700.100	Permanent salaries	\$490,112	\$0	\$490,112	[a]
General Fund	Engineering	700.300	Overtime	\$19,843	\$0	\$19,843	[a]
General Fund	Engineering	701.000	Auto/Other Allowance	\$2,160	\$0	\$2,160	[a]
General Fund	Engineering	701.100	Vacation Leave Buyback	\$2,644	\$0	\$2,644	[a]
General Fund	Engineering	710.100	Health insurance	\$76,507	\$0	\$76,507	[a]
General Fund	Engineering	710.200	F I C A	\$39,379	\$0	\$39,379	[a]
General Fund	Engineering	710.300	P E R S	\$49,950	\$0	\$49,950	[a]
General Fund	Engineering	710.310	PERS UAL	\$45,147	\$0	\$45,147	[a]
General Fund	Engineering	710.320	Pension Obligation Debt Serv.	\$55,865	\$0	\$55,865	[a]
General Fund	Engineering	710.400	Unemployment	\$2,244	\$0	\$2,244	[a]
General Fund	Engineering	710.500	Workers' compensation	\$13,764	\$0	\$13,764	[a]
General Fund	Engineering	710.600	Tuition Reimbursement	\$2,000	\$0	\$2,000	[a]
General Fund	Engineering	720.100	Office supplies	\$3,500	\$0	\$3,500	[a]
General Fund	Engineering	720.200	Books and Subscriptions	\$1,000	\$0	\$1,000	[a]
General Fund	Engineering	720.500	Electrical Supplies	\$50	\$0	\$50	[a]
General Fund	Engineering	721.100	Uniforms	\$1,500	\$0	\$1,500	[a]
General Fund	Engineering	721.110	Meeting Supplies	\$250	\$0	\$250	[a]
General Fund	Engineering	721.200	Other operating supplies	\$3,500	\$0	\$3,500	[a]
General Fund	Engineering	721.900	Small tools & minor equipment	\$4,000	\$0	\$4,000	[a]
General Fund	Engineering	725.400	Fuel	\$4,868	\$0	\$4,868	[a]
General Fund	Engineering	730.100	Professional services	\$245,000	\$0	\$245,000	[a]
General Fund	Engineering	730.200	Technical services	\$6,055	\$0	\$6,055	[a]
General Fund	Engineering	740.100	Repairs & Maintenance Vehicles	\$3,000	\$0	\$3,000	[a]
General Fund	Engineering	740.120	Repairs & Maintenance Facility	\$5,000	\$0	\$5,000	[a]
General Fund	Engineering	740.130	Repairs & Maintenance Equipm	\$10,000	\$0	\$10,000	[a]
General Fund	Engineering	740.200	Cleaning Services	\$10,500	\$0	\$10,500	[a]
General Fund	Engineering	740.400	Rents & Leases	\$6,000	\$0	\$6,000	[a]
General Fund	Engineering	740.410	Vehicle & Equip Lease	\$10,363	\$0	\$10,363	[a]
General Fund	Engineering	740.411	Software Subscription	\$19,500	\$0	\$19,500	[a]
General Fund	Engineering	750.100	Insurance	\$36,080	\$0	\$36,080	[a]
General Fund	Engineering	750.200	Communications	\$10,200	\$0	\$10,200	[a]
General Fund	Engineering	750.210	Postage	\$2,500	\$0	\$2,500	[a]
General Fund	Engineering	750.400	Travel & Training	\$4,000	\$0	\$4,000	[a]
General Fund	Engineering	750.600	Contributions,Memberships,Due	\$3,500	\$0	\$3,500	[a]
General Fund	Engineering	750.650	Taxes, Fees, and Penalties	\$1,000	\$0	\$1,000	[a]
Total				\$1,190,981	\$0	\$1,190,981	

City of Brawley
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Engineering Division

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	15%	\$1,190,981	\$178,647	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$1,190,981	87%	
Allocation of Citywide Overhead	\$178,647	13%	
Total	\$1,369,628	100%	

Allocation of Annual Labor Effort Among Core Services

Description	Total	Total	Notes
Private Review and Inspection Activities (i.e., fee-related)	20%	\$273,926	[c]
Non-Private Development, Support to City Enterprises (e.g., CIP)	80%	\$1,095,703	[c]
Total	100%	\$1,369,628	

City of Brawley
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Engineering Division

Average Annual Revenues

Account	Account Description	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 24/25 Budget
101-311.000-420.410	Pavement Cuts	\$33,490	\$16,139	\$33,200	\$15,000
101-311.000-440.120	Plan Check Fees	(\$11,500)	\$5,844		\$10,000
Total		\$21,990	\$21,983	\$33,200	\$25,000

Description	Total
Average Revenue	\$25,000
Expenditures	\$273,926
Cost Recovery Rate	9%
General Fund Subsidy	\$248,926

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$1,369,628
Direct Hours	8,841
Fully-Burdened Hourly Rate	\$155

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)
Engineering	6.50	2,080	13,520	\$531,660	\$39	\$155	3.94

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
Development Services Director	\$72,500	0.50	\$145,000	\$70	3.94	\$275
Associate Civil Engineer	\$109,054	1.00	\$109,054	\$52	3.94	\$207
Assistant Civil Engineer	\$99,902	1.00	\$99,902	\$48	3.94	\$189
Public Works Analyst	\$83,762	1.00	\$83,762	\$40	3.94	\$159
Engineering Technician	\$61,610	1.00	\$61,610	\$30	3.94	\$117
Labor Compliance Officer	\$61,547	1.00	\$61,547	\$30	3.94	\$117
Administrative Secretary	\$43,285	1.00	\$43,285	\$21	3.94	\$82

[a] Source: FY 24/25 Adopted Budget.

[b] For cost of service calculation only. Assumes deMinimus rate.

[c] Amounts intended to serve as reasonable estimates. Amounts will vary from year-to-year depending on activity, projects, and City Council priorities.

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Engineering and Encroachment Permit Fees

Fee Description		Service Time		Hourly Rate		Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note
Plan Review Fees												
Drainage / WQMP / Traffic												
1	Drainage (Hydrology/Hydraulics)											
	a) Preliminary Drainage Study, if applicable	1.50	x	\$155	=	\$233	varies	varies	\$186	80%		[c]
	b) Drainage Study (Includes up to 3 Reviews)											
	i) Less than 5 Acres	6.00	x	\$155	=	\$930	varies	varies	\$744	80%		[c]
	ii) 5 - 20 Acres	8.00	x	\$155	=	\$1,240	varies	varies	\$992	80%		[c]
	iii) Greater than 20 Acres	12.00	x	\$155	=	\$1,860	varies	varies	\$1,488	80%		[c]
	c) Drainage Study (4th and Subsequent Reviews - Per Review)											
	i) Less than 5 Acres	1.20	x	\$155	=	\$186	varies	varies	\$149	80%		[c]
	ii) 5 - 20 Acres	1.60	x	\$155	=	\$248	varies	varies	\$198	80%		[c]
	iii) Greater than 20 Acres	2.40	x	\$155	=	\$372	varies	varies	\$298	80%		[c]
2	WQMP											
	a) Preliminary WQMP, if applicable	1.50	x	\$155	=	\$233	varies	varies	\$186	80%		[c]
	b) WQMP (Includes up to 3 Reviews)	10.00	x	\$155	=	\$1,550	varies	varies	\$1,240	80%		[c]
	c) WQMP (4th and Subsequent Reviews - Per Review)	2.00	x	\$155	=	\$310	varies	varies	\$248	80%		[c]
3	Traffic Study Review	8.0	x	\$155	=	\$1,240	varies	varies	\$992	80%		[c]
Improvement Plan Review - Streets, Storm Drainage, Traffic Signal												
4	Improvement Plan Review (Includes up to 3 Reviews)	5.0	x	\$155	=	\$775	varies	varies	\$620	80%	per sheet	[c]
5	Improvement Plan Review - (4th and Subsequent Reviews - Per Review)	1.0	x	\$155	=	\$155	varies	varies	\$124	80%	per sheet	[c]
6	Improvement Plan Review - Revisions / As-Builts	1.0	x	\$155	=	\$155	varies	varies	\$124	80%	per sheet	[c]

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Engineering and Encroachment Permit Fees

Fee Description		Service Time		Hourly Rate		Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note
7	Grading											
	Grading Plan Check (Includes up to 3 Reviews)											
	a) Single Dwelling Unit Less than .5 acre, less than 50 CY (Cut & Fill)	5.0	x	\$155	=	\$775	varies	varies	\$620	80%		[a],[c]
	b) Parcels under 1 acre over 50 CY	8.0	x	\$155	=	\$1,240	varies	varies	\$992	80%		[a],[c]
	c) 1.00 - 5.00 acres											
	i) First acre	8.0	x	\$155	=	\$1,240	varies	varies	\$992	80%		[a],[c]
	ii) Each additional acre, or portion thereof	2.0	x	\$155	=	\$310	varies	varies	\$248	80%		[a],[c]
	d) 5.01 - 10.00 acres											
	i) First 5.01 acres	16.0	x	\$155	=	\$2,480	varies	varies	\$1,984	80%		[a],[c]
	ii) Each additional acre, or portion thereof	3.2	x	\$155	=	\$496	varies	varies	\$397	80%		[a],[c]
	e) 10.01 - 100.00 acres											
	i) First 10.01 acres	32.0	x	\$155	=	\$4,960	varies	varies	\$3,968	80%		[a],[c]
	ii) Each additional acre, or portion thereof	1.4	x	\$155	=	\$220	varies	varies	\$176	80%		[a],[c]
	f) Over 100.01 acres											
	i) First 100.01 acres	160.0	x	\$155	=	\$24,800	varies	varies	\$19,840	80%		[a],[c]
	ii) Each additional acre, or portion thereof	0.3	x	\$155	=	\$51	varies	varies	\$41	80%		[a],[c]
8	Grading Plan Check - (4th and Subsequent Reviews - Per Review)	1.0	x	\$155	=	\$155	varies	varies	\$124	80%	per sheet	[c]
9	Grading Plan Check - Revisions / As-Builts	1.0	x	\$155	=	\$155	varies	varies	\$124	80%	per sheet	[c]

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Engineering and Encroachment Permit Fees

Fee Description		Service Time		Hourly Rate		Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note
Permit Fees												
Standard Permit Processing												
10	Encroachment	0.75	x	\$155	=	\$116	varies	varies	\$116	100%		
11	Annual Encroachment	0.75	x	\$155	=	\$116	varies	varies	\$116	100%		
12	Onsite Construction / Grading	0.75	x	\$155	=	\$116	varies	varies	\$116	100%		
13	Oversize Load / Truck Route Variance - per truck											
	a) One-Day								\$16			
	b) Annual								\$90			
14	Pool Drain	0.50	x	\$155	=	\$78	varies	varies	\$25	32%		
15	Traffic Control Plan Review	0.50	x	\$155	=	\$78	varies	varies	\$62	80%		[c]
Specialized Permit Processing (specialized permits include inspection fees)												
16	Utility Service Providers - Connection/Service/Repair up to 100 SF (Including Paving)	2.00	x	\$155	=	\$310	varies	varies	\$248	80%		[c]
17	Driveway											
	a) Residential											
	i) First Approach	3.50	x	\$155	=	\$543	varies	varies	\$275	51%		
	ii) Each Additional Approach	2.00	x	\$155	=	\$310	varies	varies	\$157	51%		
	b) Commercial											
	i) First Approach	4.50	x	\$155	=	\$698	varies	varies	\$558	80%		[c]
	ii) Each Additional Approach	2.50	x	\$155	=	\$388	varies	varies	\$310	80%		[c]
18	Catch Basin / Dry Well / Manhole / Vault (per location)	2.00	x	\$155	=	\$310	varies	varies	\$248	80%		[c]
19	Trenching/Excavation for Infrastructure Installation											
	a) Bore/Pit											
	i) Application Review Fee	1.50	x	\$155	=	\$233	varies	varies	\$186	80%		[c]
	ii) Permit and Inspection Fee (Greater of A or B)											
	a) Minimum fee per location	3.00	x	\$155	=	\$465	varies	varies	\$372	80%		[c]
	b) Fee per bore / pit / pothole	1.00	x	\$155	=	\$155	varies	varies	\$124	80%		[c]
	b) Street Cut											
	i) Application Review Fee	1.50	x	\$155	=	\$233	varies	varies	\$186	80%		[c]
	ii) Permit and Inspection Fee (Greater of A or B)											
	a) Minimum fee per location	3.00	x	\$155	=	\$465	varies	varies	\$372	80%		[c]
	b) Fee Per 100 SF	1.00	x	\$155	=	\$155	varies	varies	\$124	80%		[c]

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Engineering and Encroachment Permit Fees

Fee Description		Service Time		Hourly Rate		Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note
20	Inspection Fees											
	Public or Private Improvement Inspection (Greater of A or B)											
	a) Minimum Fee	1.00	x	\$155	=	\$155	varies	varies	\$124	80%		[c]
	b) Valuation of Improvements											
	i) First \$100,000	varies	x	\$155	=	varies	varies	varies	5%			
21	ii) Next \$100,000 (i.e., \$100,001 - \$200,000)	varies	x	\$155	=	varies	varies	varies	4%			
	iii) Remaining Balance	varies	x	\$155	=	varies	varies	varies	3%			
	Grading Inspection											
	a) Single Dwelling Unit Less than .5 acre, less than 50 CY (Cut & Fill)	2.5	x	\$155	=	\$388	varies	varies	\$310	80%		[a],[c]
	b) Parcels under 1 acre over 50 CY	4.0	x	\$155	=	\$620	varies	varies	\$496	80%		[a],[c]
	c) 1.00 - 5.00 acres											
	i) First acre	4.0	x	\$155	=	\$620	varies	varies	\$496	80%		[a],[c]
	ii) Each additional acre, or portion thereof	1.0	x	\$155	=	\$155	varies	varies	\$124	80%		[a],[c]
	d) 5.01 - 10.00 acres											
	i) First 5.01 acres	8.0	x	\$155	=	\$1,240	varies	varies	\$992	80%		[a],[c]
	ii) Each additional acre, or portion thereof	1.6	x	\$155	=	\$248	varies	varies	\$198	80%		[a],[c]
	e) 10.01 - 100.00 acres											
	i) First 10.01 acres	16.0	x	\$155	=	\$2,480	varies	varies	\$1,984	80%		[a],[c]
	ii) Each additional acre, or portion thereof	0.7	x	\$155	=	\$110	varies	varies	\$88	80%		[a],[c]
	f) Over 100.01 acres											
	i) First 100.01 acres	80.0	x	\$155	=	\$12,400	varies	varies	\$9,920	80%		[a],[c]
	ii) Each additional acre, or portion thereof	0.2	x	\$155	=	\$26	varies	varies	\$21	80%		[a],[c]

Fee Description		Service Time		Hourly Rate		Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note
Engineering / Administrative Processes												
Map Check												
22	Map Check (Includes up to 3 Reviews)											
	a) Base Fee	16.0	x	\$155	=	\$2,480	varies	varies	\$1,984	80%	per map	[c]
	b) Additional Per Lot Fee	0.25	x	\$155	=	\$39	varies	varies	\$31	80%	per lot	[c]
23	Map Check (4th and Subsequent Reviews - Per Review)											
	a) Base Fee	3.20	x	\$155	=	\$496	varies	varies	\$397	80%	per map	[c]
	b) Additional Per Lot Fee	0.05	x	\$155	=	\$8	varies	varies	\$6	80%	per lot	[c]
24	Reversion to Acreage	16.0	x	\$155	=	\$2,480	varies	varies	\$1,984	80%	per map	[c]
25	Certificate of Correction	1.0	x	\$155	=	\$155	varies	varies	\$124	80%	per application	[c]
Lot Line Adjustment / Parcel Merger												
26	Lot Line Adjustment	10.0	x	\$155	=	\$1,550	varies	varies	\$1,240	80%	per application	[c]
27	Parcel Merger	10.0	x	\$155	=	\$1,550	varies	varies	\$1,240	80%	per application	[c]
Street Dedication / Vacation												
28	Land Action Documents (ROW / Easements / Grant Deeds / Cert. of Compliance)	11.0	x	\$155	=	\$1,705	varies	varies	\$1,364	80%	per application	[c]
29	Vacation of Street / Public ROW	14.0	x	\$155	=	\$2,170	varies	varies	\$1,736	80%	per application	[c]
Annexation to CFD												
30	Annexation to CFD	20.00	x	\$155	=	\$3,100	varies	varies	\$2,480	80%		[c]
Other Fees												
31	Extension of Time	0.50	x	\$155	=	\$78	varies	varies	\$62	80%		[c]
32	Excess Inspection/Re-inspection/Missed Inspection Fee (per hour - 1/2 hour min.)	1.00	x	\$155	=	\$155	varies	varies	\$124	80%		[c]
33	Fee for Additional Services Required Due to Changes, Modifications, Additions, etc.								Actual Costs / T&M			
34	Inspections Outside of Normal Business Hours (per hour; 4-hour minimum)	1.00	x	\$186	=	\$186	varies	varies		80%		[c]
35	Work Commenced without a Permit						varies	varies	2x permit fee			

City of Brawley
 User and Regulatory Fee Study
 Cost of Service Calculation - Engineering and Encroachment Permit Fees

Fee Description		Service Time		Hourly Rate		Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note
	For service requests, which have no fees listed in this Master Fee Schedule, the City Manager or his/her designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:											
36	Engineering	1.00	x	\$155	=	\$155	varies	varies	\$155	100%	Per Hour	
37	City Attorney or other legal review								Pass-Through	100%		
38	Outside Service Providers								Pass-Through Plus 15% Admin	100%		

[a] Fee includes dust control / PM10 review.

[b] Fee amounts shown are intended to correspond to typical costs of City and any contract service costs. In the event costs exceed amounts shown above, the City reserves the right to use time and materials billings to recover the cost of service.

[c] Fee is being phased-in to full cost recovery over three-year period. FY 25/26 80% cost recovery; FY 26/27 90% cost recovery; FY 27/28 100% cost recovery. Subsequent to FY 27/28 fee will be subject to City standard CPI adjustment.



User and Regulatory Fees

Cost of Service Calculations

Planning Fees

City of Brawley
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Planning Division

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Productive Hours	Notes
Development Services Director	\$70	0.50	\$72,500	2,080	216	1,864	932	[a],[b]
Planning Technician	\$26	1.00	\$53,955	2,080	216	1,864	1,864	[a],[b]
Total		1.50	\$126,455				2,796	

Contract Services

Description	Total	Est Hrly Cost	Total Hours	Notes
Annual Contract Services	\$170,000	\$135	1,259	[c]

Total Productive Hours	Total	Notes
In-House	2,796	
Contract	1,259	
Total	4,055	

Allocation of Hours	Share	Total	Notes
Indirect	35%	1,419	[b]
Direct	65%	2,636	[b]
Total	100%	4,055	

[a] Source: Director salary based on contract amount. Placeholder salary for Associate Planner. Amount is intended to serve as a reasonable estimate.

[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 Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Planning Division

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Planning	700.100	Permanent salaries	\$111,384	\$0	\$111,384	[a]
General Fund	Planning	701.000	Auto/Other Allowance	\$3,900	\$0	\$3,900	[a]
General Fund	Planning	710.100	Health insurance	\$16,846	\$0	\$16,846	[a]
General Fund	Planning	710.200	F I C A	\$8,819	\$0	\$8,819	[a]
General Fund	Planning	710.300	P E R S	\$8,766	\$0	\$8,766	[a]
General Fund	Planning	710.310	PERS UAL	\$254	\$0	\$254	[a]
General Fund	Planning	710.320	Pension Obligation Debt Serv.	\$13,429	\$0	\$13,429	[a]
General Fund	Planning	710.400	Unemployment	\$503	\$0	\$503	[a]
General Fund	Planning	710.500	Workers' compensation	\$3,022	\$0	\$3,022	[a]
General Fund	Planning	720.100	Office supplies	\$900	\$0	\$900	[a]
General Fund	Planning	721.200	Other operating supplies	\$300	\$0	\$300	[a]
General Fund	Planning	730.100	Professional services	\$120,000	\$0	\$120,000	[a]
General Fund	Planning	730.200	Technical services	\$50,000	\$0	\$50,000	[a]
General Fund	Planning	740.130	Repairs & Maintenance Equipm	\$300	\$0	\$300	[a]
General Fund	Planning	740.400	Rents & Leases	\$650	\$0	\$650	[a]
General Fund	Planning	750.100	Insurance	\$12,968	\$0	\$12,968	[a]
General Fund	Planning	750.200	Communications	\$720	\$0	\$720	[a]
General Fund	Planning	750.210	Postage	\$600	\$0	\$600	[a]
General Fund	Planning	750.400	Travel & Training	\$3,000	\$0	\$3,000	[a]
General Fund	Planning	750.600	Contributions,Memberships,Due	\$620	\$0	\$620	[a]
Total				\$356,981	\$0	\$356,981	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	15%	\$356,981	\$53,547	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$356,981	87%	
Allocation of Citywide Overhead	\$53,547	13%	
Total	\$410,528	100%	

Allocation of Annual Labor Effort Among Core Services

Description	Total	Total	Notes
Current Planning and Permitting	60%	\$246,317	[c]
All Other Planning Services (e.g., Advance Planning / Regional Planning)	40%	\$164,211	[c]
Total	100%	\$410,528	

City of Brawley
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Community Development - Planning Division

Average Annual Revenues

Fund Desc	Acct Desc	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 24/25 Budget
General Fund	Land regulation fees	\$21,205	\$20,246	\$43,458	\$20,000
General Fund	Plan Check Fees	\$0	\$0	\$0	\$10,000
General Fund	Other revenues	\$0	\$0	\$6,526	\$0
Total		\$21,205	\$20,246	\$49,984	\$30,000

Description	Total
Average Revenue	\$30,000
Expenditures	\$246,317
Cost Recovery Rate	12%
General Fund Subsidy	\$216,317

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$410,528
Direct Hours	2,636
Fully-Burdened Hourly Rate	\$156

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	1.50	2,080	3,120	\$126,455	\$41	\$156	3.85

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
Development Services Director	\$72,500	0.50	\$145,000	\$70	3.85	\$268
Planning Technician	\$53,955	1.00	\$53,955	\$26	3.85	\$100
Associate Planner				\$50	3.85	\$192
Assistant Planner				\$44	3.85	\$169

[a] Source: FY 24/25 Adopted Budget.

[b] For cost of service calculation only. Assumes deMinimus rate.

[c] Amounts intended to serve as reasonable estimates. Amounts will vary from year-to-year depending on activity, projects, and City Council priorities.

Fee Description		Svc Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Notes
1	Addressing Address Verification Assignments / Re-assignments	8.00	x	\$156	=	\$1,248	n/a - new	0%	\$250	20%		
2	Appeal Appeal to Planning Commission	40.00	x	\$156	=	\$6,240	\$300	5%	\$1,000	16%		
3	Appeal to City Council	40.00	x	\$156	=	\$6,240	\$200	3%	\$1,000	16%		
4	Extension Time Extension	2.50	x	\$156	=	\$390	\$200	51%	\$300	77%		
5	California Environmental Quality Act (CEQA) Notice of Exemption	2.00	x	\$156	=	\$312	\$150	48%	\$300	96%		
6	Initial Assessment (Initial Study) / Negative Declaration (ND)	40.00	x	\$156	=	\$6,240	\$1,200	19%	\$6,000	96%		
7	Mitigated Negative Declaration (MND)	80.00	x	\$156	=	\$12,480	\$1,200	10%	\$12,000	96%		
8	Environmental Impact Report (EIR)	160.00	x	\$156	=	\$24,960	\$1,200	5%	\$20,000	80%		
9	Department of Fish and Wildlife Fees											
	a) Negative Declaration (ND)						\$2,968.75		\$2,968.75			[a]
	b) Mitigated Negative Declaration (MND)						\$2,968.75		\$2,968.75			[a]
	c) Environmental Impact Report (EIR)						\$4,123.50		\$4,123.50			[a]
	d) Environmental Document Pursuant to a Certified Regulatory Program (CRP)						\$1,401.75		\$1,401.75			[a]
	e) County Clerk Processing Fee						\$50.00		\$50.00			[a]
10	Variance Variance											
	a) Variance - Preferred Use Fee	12.00	x	\$156	=	\$1,872	\$800	43%	\$800	43%		[b]
	b) Variance - All Others	12.00	x	\$156	=	\$1,872	\$800	43%	\$1,200	64%		
11	General Plan Amendment / Zone Change (ZC) General Plan Amendment + ZC	40.00	x	\$156	=	\$6,240	\$2,100	34%	\$4,000	64%		
12	Zone Change	40.00	x	\$156	=	\$6,240	\$2,000	32%	\$4,000	64%		
13	Similar Use Determination Similar Use Determination	40.00	x	\$156	=	\$6,240	n/a - new	0%	\$800	13%		

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

Fee Description	Svc Time		Hourly Rate		Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Notes
14 Site Plan Review											
Site Plan Review											
a) Site Plan Review - Preferred Use Fee	16.00	x	\$156	=	\$2,496	\$600	24%	\$600	24%		[b]
b) Site Plan Review - All Others	16.00	x	\$156	=	\$2,496	\$600	24%	\$800	32%		
Specific Plan											
15 Specific Plan											
Specific Plan											
a) Specific Plan Review	40.00	x	\$156	=	\$6,240	\$4,000	64%	\$6,000	96%		
b) Specific Plan Amendment	32.00	x	\$156	=	\$4,992	\$2,100	42%	\$4,500	90%		
Subdivision Map Act											
16 Alley / Street Vacation	32.00	x	\$156	=	\$4,992	\$1,000	20%	\$1,500	30%		
17 Adjustment Plat (Lot Merger/Lot Line Adjustment)	8.00	x	\$156	=	\$1,248	\$300	24%	\$1,200	96%		
18 Certificate of Compliance	8.00	x	\$156	=	\$1,248	\$200	16%	\$1,200	96%		
19 Reversion to Acreage	24.00	x	\$156	=	\$3,744	\$1,500	40%	\$1,500	40%		
20 Parcel Map Waiver	24.00	x	\$156	=	\$3,744	\$500	13%	\$500	13%		
21 Minor Subdivision (up to 4 parcels)											
a) Tentative Parcel Map	32.00	x	\$156	=	\$4,992	\$1,000	20%	\$2,500	50%		
b) Final Parcel Map	16.00	x	\$156	=	\$2,496	\$500	20%	\$1,750	70%		
22 Adjustment Plat Correction Fee	8.00	x	\$156	=	\$1,248	n/a - new		\$1,200	96%		
23 Revisions to map within 6 months of disapproval	16.00	x	\$156	=	\$2,496	50% of original fees		\$2,250	90%		
Reports and Letters											
24 Zoning Verification Letter	8.00	x	\$156	=	\$1,248	\$25	2%	\$250	20%		
25 Real Estate Reports	8.00	x	\$156	=	\$1,248	n/a - new	0%	\$250	20%		
26 Preliminary Title Report (for Easements)	8.00	x	\$156	=	\$1,248	n/a - new	0%	\$250	20%		

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

Fee Description	Svc Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Notes
Other									
27 Annexation	120.00	x \$156 =	\$18,720	\$6630 + \$500/acre	varies	\$10,000	53%		
28 Development Agreement Review									
a) Development Agreement Review - Preferred Use Fee	40.00	x \$156 =	\$6,240	\$1,500	24%	\$1,500	24%		[b]
b) Development Agreement Review - All Others	40.00	x \$156 =	\$6,240	\$1,500	24%	\$3,000	48%		
29 Zoning Code/Ordinance Amendments	120.00	x \$156 =	\$18,720	varies	varies	\$2,000	11%		
30 Community Facilities District	120.00	x \$156 =	\$18,720	actual cost + 5% admin	varies	actual cost + 10% admin	100%		
For service requests, which have no fees listed in this Master Fee Schedule, the City Manager or his/her designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:									
31 Planning									
a) Planning - Preferred Use Fee	1.00	x \$156 =	\$156	\$140	90%	\$140	90%	Per Hour	[b]
b) Planning - All Others	1.00	x \$156 =	\$156	\$140	90%	\$156	100%	Per Hour	
32 City Attorney or other legal review						Pass-Through			
33 Outside Service Providers						Pass-Through Plus 15% Admin			

[a] Amounts are pass-through amounts collected on behalf of Department of Fish and Wildlife. Amounts are intended to mirror amounts adopted by Department of Fish and Wildlife. In the event of discrepancies, amounts adopted by Department of Fish and Wildlife shall supersede amounts shown in this schedule.

[b] Projects for eligible uses that support downtown revitalization, community equity, or economic development may qualify under the City's "Preferred Use Fee" program, as approved by the City Manager or designee.

[c] In addition to amounts shown in this schedule, applicant shall be responsible for all attorney costs and outside agency fees (e.g., LAFCO, CFD formation consulting, county recording fees, etc.).

Fee Description	Svc Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Notes
Items Removed from Schedule									
Conditional Use Permit (CUP) / Variance									
1 CUP—Planning Commission Action				\$2,000					
2 CUP—Planning Director Action				\$1,000					
3 Major Subdivision (more than 4 parcels)									
a) Tentative Tract Map				\$2,500					
b) Final Tract Map				\$1,200					



User and Regulatory Fees

Cost of Service Calculations

Finance Fees

City of Brawley
User and Regulatory Fee Study
Allocation of Annual Labor Effort - Finance Division

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Productive Hours	Notes
Finance Director	\$63	0.75	\$98,275	2,080	216	1,864	1,398	[a],[b],[c]
Assistant Finance Director	\$57	0.90	\$107,209	2,080	216	1,864	1,678	[a],[b]
Accountant	\$42	1.00	\$87,568	2,080	216	1,864	1,864	[a],[b]
Management Analyst	\$40	0.25	\$20,940	2,080	216	1,864	466	[a],[b]
Accountant/Utility Billing Support	\$37	0.70	\$53,697	2,080	216	1,864	1,305	[a],[b]
Senior Accounting Assistant	\$28	1.70	\$100,104	2,080	216	1,864	3,169	[a],[b]
Total		5.30	\$467,795				9,879	

Allocation of Hours	Share	Total	Notes
Indirect	20%	1,976	[b]
Direct	80%	7,903	[b]
Total	100%	9,879	

[a] Source: FY 24/25 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] Assume Finance Director hourly rate is 10% higher than Assistant Finance Director.

City of Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Finance Division

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Finance	700.100	Permanent salaries	\$414,500	\$0	\$414,500	
General Fund	Finance	700.200	Temporary Salaries	\$18,007	\$0	\$18,007	
General Fund	Finance	700.300	Overtime	\$900	\$0	\$900	
General Fund	Finance	700.900	Moveup Pay	\$500	\$0	\$500	
General Fund	Finance	701.000	Auto/Other Allowance	\$4,620	\$0	\$4,620	
General Fund	Finance	701.100	Vacation Leave Buyback	\$0	\$0	\$0	
General Fund	Finance	710.100	Health insurance	\$47,669	\$0	\$47,669	
General Fund	Finance	710.200	F I C A	\$33,510	\$0	\$33,510	
General Fund	Finance	710.300	P E R S	\$32,692	\$0	\$32,692	
General Fund	Finance	710.310	PERS UAL	\$20,701	\$0	\$20,701	
General Fund	Finance	710.320	Pension Obligation Debt Serv.	\$46,462	\$0	\$46,462	
General Fund	Finance	710.400	Unemployment	\$1,832	\$0	\$1,832	
General Fund	Finance	710.500	Workers' compensation	\$22,100	\$0	\$22,100	
General Fund	Finance	710.600	Tuition reimbursement	\$2,000	\$0	\$2,000	
General Fund	Finance	720.100	Office supplies	\$4,500	\$0	\$4,500	
General Fund	Finance	720.200	Books and subscriptions	\$500	\$0	\$500	
General Fund	Finance	721.200	Other operating supplies	\$200	\$0	\$200	
General Fund	Finance	721.900	Small tools & minor equipment	\$2,000	\$0	\$2,000	
General Fund	Finance	730.100	Professional Services	\$94,300	(\$94,300)	\$0	
General Fund	Finance	730.200	Technical services	\$27,649	(\$27,649)	\$0	
General Fund	Finance	740.120	Repair & Maintenance Facility	\$1,500	\$0	\$1,500	
General Fund	Finance	740.400	Rents & Leases	\$4,400	(\$4,400)	\$0	
General Fund	Finance	740.411	Software Subscription	\$13,000	(\$13,000)	\$0	
General Fund	Finance	750.100	Insurance	\$27,303	\$0	\$27,303	
General Fund	Finance	750.200	Communications	\$500	\$0	\$500	
General Fund	Finance	750.210	Postage	\$3,000	(\$3,000)	\$0	
General Fund	Finance	750.400	Travel & Training	\$7,500	\$0	\$7,500	
General Fund	Finance	750.600	Contributions,Memberships,Due	\$700	\$0	\$700	
General Fund	Finance	750.650	Taxes, Fees, and Penalties	\$500	(\$500)	\$0	
General Fund	Finance	800.400	Equipment	\$2,000	(\$2,000)	\$0	
Total				\$835,045	(\$144,849)	\$690,196	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	15%	\$690,196	\$103,529	[b]

City of Brawley
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Finance Division

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$690,196	87%	
Allocation of Citywide Overhead	\$103,529	13%	
Total	\$793,725	100%	

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$793,725
Direct Hours	7,903
Fully-Burdened Hourly Rate	\$100

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)
Utility Billing	2.95	2,080	6,136	\$175,829	\$29	\$100	3.49

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
Finance Director	\$32,758	0.25	\$131,034	\$63	3.49	\$220
Assistant Finance Director	\$11,912	0.10	\$119,122	\$57	3.49	\$200
Accountant/Utility Billing Support	\$23,013	0.30	\$76,710	\$37	3.49	\$129
Senior Accounting Assistant	\$17,665	0.30	\$58,885	\$28	3.49	\$99
Accounting Assistant	\$90,480	2.00	\$45,240	\$22	3.49	\$76
Utility Leadman				\$28	3.49	\$99
Utility Worker II				\$26	3.49	\$91
Utility Worker I				\$24	3.49	\$83

[a] Source: FY 24/25 Adopted Budget.

[b] For cost of service calculation only. Assumes deMinimus rate.

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Finance Fees

Fee Description		Service Time			Hourly Rate		Cost of Service			Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
		Finance	Police / Fire / Dev Svcs	Total	Finance	Police / Fire / Dev Svcs	Finance	Police / Fire / Dev Svcs	Total					
1	Business License Application Review Fee													
	a) New													
	i) Physical Location within City Limits	0.42	0.50	0.92	x	\$100	\$150	=	\$42	\$75	\$117	varies	varies	\$100 86%
	ii) Physical Location outside of City Limits	0.42	0.00	0.42	x	\$100	\$150	=	\$42	\$0	\$42	varies	varies	\$40 96%
	b) Renewal	0.25	0.00	0.25	x	\$100	\$150	=	\$25	\$0	\$25	varies	varies	\$25 100%
2	Business License - Other:													
	a) Business Tax Certificate for Exemption	0.25	0.00	0.25	x	\$100	\$150	=	\$25	\$0	\$25	varies	varies	No Charge 0%
	b) Duplicate Certificate	0.25	0.00	0.25	x	\$100	\$150	=	\$25	\$0	\$25	varies	varies	No Charge 0%
	c) Refund Processing	0.25	0.00	0.25	x	\$100	\$150	=	\$25	\$0	\$25	varies	varies	No Charge 0%
3	Special Event Seller's Permit	0.33	0.00	0.33	x	\$100	\$150	=	\$33	\$0	\$33	n/a - new	0%	\$25 75%
4	Bingo Permit	0.42	0.50	0.92	x	\$100	\$150	=	\$42	\$75	\$117	n/a - new	0%	\$50 43% [a]
5	Adult Business Performer Application and Licensing													
	a) New Application	1.00	1.00	2.00	x	\$100	\$150	=	\$100	\$150	\$250	n/a - new	0%	\$250 100%
	b) New License	1.00	1.00	2.00	x	\$100	\$150	=	\$100	\$150	\$250	n/a - new	0%	\$250 100%
	c) Renewal Application	0.25	0.25	0.50	x	\$100	\$150	=	\$25	\$38	\$63	n/a - new	0%	\$50 80%
	d) Renewal License	0.25	0.00	0.25	x	\$100	\$150	=	\$25	\$0	\$25	n/a - new	0%	\$25 100%
6	Massage Establishment Registration													
	a) New Establishment Registration	1.00	1.00	2.00	x	\$100	\$150	=	\$100	\$150	\$250	varies	varies	\$250 100%
	b) Renewing Establishment Registration	0.25	0.25	0.50	x	\$100	\$150	=	\$25	\$38	\$63	varies	varies	\$50 80%
7	Short-Term Rental Permit													
	a) New	0.50	0.50	1.00	x	\$100	\$150	=	\$50	\$75	\$125	varies	varies	\$125 100%
	b) Renewal	0.42	0.00	0.42	x	\$100	\$150	=	\$42	\$0	\$42	varies	varies	\$40 96%
8	Wire Transfer Fee - Outgoing Transfers	0.50	0.00	0.50	x	\$100	\$150	=	\$50	\$0	\$50	n/a - new	0%	\$35 70%
9	Non-Sufficient Funds / Returned Item Fee	0.42	0.00	0.42	x	\$100	\$150	=	\$42	\$0	\$42	\$30	72%	\$35 84% [a]
10	Credit Card Transaction Processing Fee			varies								\$1.25	varies	2.50%

[a] Fee amount limited by the State of California.

[b] Hourly rates are intended to serve as reasonable estimates of fully-burdened hourly cost of service. Amount will vary by position.



User and Regulatory Fees

Cost of Service Calculations

Film and Commercial Photography Permit Fees

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Film and Commercial Photography Permit Fees

Fee Description		Labor Hours		Hourly Rate		Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1	Permit Application Review/Processing - Per Permit											[a]
	a) Cast And Crew Totaling Up To Ten Persons	3.50	x	\$100	=	\$350	n/a - new		\$100	29%		
	b) Cast And Crew Totaling Ten Persons Or More	3.50	x	\$100	=	\$350	n/a - new		\$200	57%		
	c) Student Application	3.50	x	\$100	=	\$350	n/a - new		\$25	7%		
2	Permit Fee - Public Location Use Fee											
	a) Cast And Crew Totaling Up To Ten Persons						n/a - new		\$50		per day	
	b) Cast And Crew Totaling Ten Persons Or More						n/a - new		\$150		per day	
	c) Student Filming / Photography											
	i) First Day						n/a - new		No Charge		per day	
	ii) Each Additional Day						n/a - new		\$25		per day	
	Other Items as Required:											[b]
3	Permit Revisions	1.00	x	\$100	=	\$100	n/a - new		\$100	100%	each	
4	City Film Liaison Site Visits											
	a) First	1.00	x	\$100	=	\$100	n/a - new		No Charge	0%	each	
	b) Each Additional	1.00	x	\$100	=	\$100	n/a - new		\$100	100%	per hour	
5	Drone Administration Fee	0.50	x	\$154	=	\$77	n/a - new		\$77	100%	per application	
6	Set Inspection	1.00	x	\$154	=	\$154	n/a - new		\$154	100%	per hour	
7	Street Closure / Crowd Control						n/a - new		Bill Hourly		per hour	
8	Equipment Use / Equipment Standby Fees						n/a - new		See Caltrans Rate Schedule or CFAA Schedule			[c]

[a] Permit review/processing fee is non-refundable.

[b] Services required for film permits are subject to availability of City staff/equipment and not guaranteed.

[c] Based on the current adopted Caltrans Schedule or CFAA rate schedule.



User and Regulatory Fees

Cost of Service Calculations

Fire Fees

City of Brawley
User and Regulatory Fee Study
Allocation of Annual Labor Effort - Fire Prevention

Position	Top Step Yearly	Top Step Hourly	FTE	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Total Productive Hours	Notes
Fire Marshal	\$99,908	\$48	1.00	2,080	216	1,864	1,864	[a],[b]
Total	\$99,908		1.00				1,864	

Allocation of Hours	Share	Total	Notes
Indirect	30%	559	[c]
Direct	70%	1,305	[c]
Total	100%	1,864	

[a] Source: July 1, 2024 adopted salary schedule for Fire Marshal Position (Position 34).

[b] Holiday/leave and productive hours intended to serve as reasonable estimate. Amount will vary annually by employee.

[c] Allocation of hours are intended to serve as reasonable estimates. Amounts will vary from year-to-year depending on activity, projects, and City Council priorities.

Fire Department - Authorized Staffing

Description	FTE	Indirect	Direct	Share of Direct	Notes	
Fire Chief	1.00	1.00			[a]	
Fire Marshal	1.00		1.00	4%	[a]	
Fire Captain	6.00		6.00	26%	[a]	
Firefighter	16.00		16.00	70%	[a]	
Total	24.00	1.00	23.00	100%		

City of Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Fire Prevention

Recurring Expenditures

Fund	Department / Division	Account	Account Description	Total	Adjust	Total	Fire Operations	Fire Prevention	Notes
General Fund	Fire Station No. 1	101-221.000-700.100	Permanent salaries	\$1,780,666	\$0	\$1,780,666	\$1,709,439	\$71,227	[a],[b]
General Fund	Fire Station No. 1	101-221.000-700.300	Overtime	\$360,000	\$0	\$360,000	\$345,600	\$14,400	[a],[b]
General Fund	Fire Station No. 1	101-221.000-700.500	Holidays	\$50,374	\$0	\$50,374	\$48,359	\$2,015	[a],[b]
General Fund	Fire Station No. 1	101-221.000-700.900	Moveup Pay	\$500	\$0	\$500	\$480	\$20	[a],[b]
General Fund	Fire Station No. 1	101-221.000-701.000	Auto/Other Allowance	\$900	\$0	\$900	\$864	\$36	[a],[b]
General Fund	Fire Station No. 1	101-221.000-701.100	Vacation Leave Buyback	\$5,608	\$0	\$5,608	\$5,384	\$224	[a],[b]
General Fund	Fire Station No. 1	101-221.000-701.200	Uniform Allowance	\$22,900	\$0	\$22,900	\$21,984	\$916	[a],[b]
General Fund	Fire Station No. 1	101-221.000-701.400	Certification Bonus	\$1,000	\$0	\$1,000	\$960	\$40	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.100	Health Insurance	\$249,109	\$0	\$249,109	\$239,145	\$9,964	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.200	F I C A	\$169,864	\$0	\$169,864	\$163,069	\$6,795	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.300	P E R S	\$369,604	\$0	\$369,604	\$354,820	\$14,784	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.310	PERS UAL	\$295,111	\$0	\$295,111	\$283,307	\$11,804	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.320	Pension Obligation Debt Serv.	\$249,607	\$0	\$249,607	\$239,623	\$9,984	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.400	Unemployment	\$9,681	\$0	\$9,681	\$9,294	\$387	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.500	Workers' compensation	\$150,314	\$0	\$150,314	\$144,301	\$6,013	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.600	Tuition reimbursement	\$6,000	\$0	\$6,000	\$5,760	\$240	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.100	Office supplies	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.200	Books and subscriptions	\$200	\$0	\$200	\$192	\$8	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.400	Automotive supplies	\$600	\$0	\$600	\$576	\$24	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.500	Electrical supplies	\$300	\$0	\$300	\$288	\$12	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.600	Plumbing supplies	\$200	\$0	\$200	\$192	\$8	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.700	Construction materials	\$1,000	\$0	\$1,000	\$960	\$40	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.800	Janitorial supplies	\$4,000	\$0	\$4,000	\$3,840	\$160	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.100	Uniforms	\$54,750	\$0	\$54,750	\$52,560	\$2,190	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.110	Meeting Supplies	\$500	\$0	\$500	\$480	\$20	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.200	Other operating supplies	\$10,000	\$0	\$10,000	\$9,600	\$400	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.201	Medical Supplies	\$20,000	\$0	\$20,000	\$19,200	\$800	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.900	Small tools & minor equipment	\$7,000	\$0	\$7,000	\$6,720	\$280	[a],[b]
General Fund	Fire Station No. 1	101-221.000-725.200	Electricity	\$15,641	\$0	\$15,641	\$15,015	\$626	[a],[b]
General Fund	Fire Station No. 1	101-221.000-725.300	Natural gas	\$350	\$0	\$350	\$336	\$14	[a],[b]
General Fund	Fire Station No. 1	101-221.000-725.400	Fuel	\$41,172	\$0	\$41,172	\$39,525	\$1,647	[a],[b]
General Fund	Fire Station No. 1	101-221.000-730.200	Technical services	\$16,553	\$0	\$16,553	\$15,891	\$662	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.100	Repair & Maintenance Vehicles	\$80,000	\$0	\$80,000	\$76,800	\$3,200	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.120	Repair & Maintenance Facility	\$15,000	\$0	\$15,000	\$14,400	\$600	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.130	Repairs & Maintenance Equipm	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.400	Rents & Leases	\$3,500	\$0	\$3,500	\$3,360	\$140	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.410	Vehicle & Equip Leases	\$30,969	\$0	\$30,969	\$29,730	\$1,239	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.411	Software Subscription	\$14,085	\$0	\$14,085	\$13,522	\$563	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.100	Insurance	\$141,166	\$0	\$141,166	\$135,519	\$5,647	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.200	Communications	\$17,200	\$0	\$17,200	\$16,512	\$688	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.210	Postage	\$1,000	\$0	\$1,000	\$960	\$40	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.300	Advertising & promotion	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.400	Travel & Training	\$20,000	\$0	\$20,000	\$19,200	\$800	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.600	Contributions,Memberships,Due	\$3,000	\$0	\$3,000	\$2,880	\$120	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.650	Taxes, Fees, and Penalties	\$500	\$0	\$500	\$480	\$20	[a],[b]
General Fund	Fire Station No. 1	101-221.000-800.400	Equipment	\$65,000	\$0	\$65,000	\$62,400	\$2,600	[a],[b]
Total				\$4,290,924	\$0	\$4,290,924	\$4,119,287	\$171,637	

City of Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Fire Prevention

Recurring Expenditures, continued

Fund	Department	Account	Account Description	Total	Adjust	Total	Fire Operations	Fire Prevention	Notes
General Fund	Fire Station No. 2	101-221.100-720.100	Office supplies	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 2	101-221.100-720.400	Automotive supplies	\$600	\$0	\$600	\$576	\$24	[a],[b]
General Fund	Fire Station No. 2	101-221.100-720.600	Plumbing supplies	\$300	\$0	\$300	\$288	\$12	[a],[b]
General Fund	Fire Station No. 2	101-221.100-720.700	Construction materials	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 2	101-221.100-720.800	Janitorial supplies	\$3,000	\$0	\$3,000	\$2,880	\$120	[a],[b]
General Fund	Fire Station No. 2	101-221.100-721.200	Other operating supplies	\$5,000	\$0	\$5,000	\$4,800	\$200	[a],[b]
General Fund	Fire Station No. 2	101-221.100-721.900	Small tools & minor equipment	\$10,000	\$0	\$10,000	\$9,600	\$400	[a],[b]
General Fund	Fire Station No. 2	101-221.100-725.200	Electricity	\$14,379	\$0	\$14,379	\$13,804	\$575	[a],[b]
General Fund	Fire Station No. 2	101-221.100-725.300	Natural gas	\$700	\$0	\$700	\$672	\$28	[a],[b]
General Fund	Fire Station No. 2	101-221.100-730.200	Technical services	\$4,000	\$0	\$4,000	\$3,840	\$160	[a],[b]
General Fund	Fire Station No. 2	101-221.100-740.120	Repair & Maintenance Facility	\$15,000	\$0	\$15,000	\$14,400	\$600	[a],[b]
General Fund	Fire Station No. 2	101-221.100-740.400	Rents & Leases	\$1,500	\$0	\$1,500	\$1,440	\$60	[a],[b]
General Fund	Fire Station No. 2	101-221.100-750.100	Insurance	\$2,194	\$0	\$2,194	\$2,106	\$88	[a],[b]
General Fund	Fire Station No. 2	101-221.100-750.200	Communications	\$5,000	\$0	\$5,000	\$4,800	\$200	[a],[b]
General Fund	Fire Station No. 2	101-221.100-750.650	Taxes, Fees, and Penalties	\$300	\$0	\$300	\$288	\$12	[a],[b]
Total				\$65,973	\$0	\$65,973	\$63,334	\$2,639	
Total				\$4,356,897	\$0	\$4,356,897	\$4,182,621	\$174,276	

City of Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Fire Prevention

Allocation of Citywide Overhead

Description	C'wide OH Rate	Fire Operations		Fire Prevention		Notes
		Mod Op Exp	Allocation of C'wide OH	Mod Op Exp	Allocation of C'wide OH	
Citywide Overhead Allocation	15%	\$4,182,621	\$627,393	\$174,276	\$26,141	[c]

Allocation of Recurring Fire Prevention Costs

Description	Total	Share	Notes
Departmental Expenses	\$174,276	87%	
Allocation of Citywide Overhead	\$26,141	13%	
Total	\$200,417	100%	

Average Annual Revenues

Account	Account Description	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 24/25 Budget
101-221.000-440.340	Fire Inspection Fees	\$9,402	\$32,350	\$4,924	\$10,000
Total		\$9,402	\$32,350	\$4,924	\$10,000

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$200,417
Direct Hours	1,305
Fully-Burdened Hourly Rate	\$154

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)
Fire Prevention	1.00	2,080	2,080	\$99,908	\$48	\$154	3.21

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
Fire Marshal	\$99,908	1.00	\$99,908	\$48	3.21	\$154

[a] Source: FY 24/25 Adopted Budget.

[b] Amount intended to serve as reasonable allocation amongst direct service units. Allocation based on FTE count (rounded).

[c] For cost of service calculation only. Assumes deMinimus rate.

Fee Description		Service Time				Cost of Service				Current Fee		Current Cost Recovery		Proposed Fee			Charge Basis	Notes
		Plan Review	Permit Inspection	Total	Hourly Rate	Plan Review	Permit Inspection	Total	Plan Review					Permit Inspection	Total	Proposed Cost Recovery		
	Construction-Related Fire Review and Inspection Fees																	
1	New Multi-Residential (Hotel, Motel, Apartments, Condominiums)	3.00	2.00	5.00	x	\$154	=	\$462	\$308	\$770	varies	varies	\$462	\$308	\$770	100%	[a]	
2	New Commercial / Industrial	3.00	2.50	5.50	x	\$154	=	\$462	\$385	\$847	varies	varies	\$462	\$385	\$847	100%		
3	Residential Addition / Remodel	0.50	0.50	1.00	x	\$154	=	\$77	\$77	\$154	varies	varies	\$77	\$77	\$154	100%		
4	Commercial Tenant Improvement	1.50	1.00	2.50	x	\$154	=	\$231	\$154	\$385	varies	varies	\$231	\$154	\$385	100%		
5	Commercial / Industrial Addition or Remodel	1.50	1.50	3.00	x	\$154	=	\$231	\$231	\$462	varies	varies	\$231	\$231	\$462	100%		
6	New Single Family Dwelling (Access/Water)	0.50	0.50	1.00	x	\$154	=	\$77	\$77	\$154	varies	varies	\$77	\$77	\$154	100%		
7	Automatic Suppression System	2.00	2.00	4.00	x	\$154	=	\$308	\$308	\$616	varies	varies	\$308	\$308	\$616	100%		
8	Kitchen Hood Suppression System	1.50	1.00	2.50	x	\$154	=	\$231	\$154	\$385	varies	varies	\$231	\$154	\$385	100%		
9	Fire Suppression System - Existing Modifications	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%		
10	Fire Alarm Systems	3.50	3.00	6.50	x	\$154	=	\$539	\$462	\$1,001	varies	varies	\$539	\$462	\$1,001	100%		
11	Fire Alarm-Monitoring and Tenant Improvements	1.50	1.00	2.50	x	\$154	=	\$231	\$154	\$385	varies	varies	\$231	\$154	\$385	100%		
12	Fire Sprinkler Systems - Single Family Detached																[a]	
	a) 1-50 Sprinkler Heads	1.50	1.00	2.50	x	\$154	=	\$231	\$154	\$385	varies	varies	\$231	\$154	\$385	100%		[a]
	b) 51-100 Sprinkler Heads	1.50	1.50	3.00	x	\$154	=	\$231	\$231	\$462	varies	varies	\$231	\$231	\$462	100%		[a]
	c) Over 100 Sprinkler Heads	1.50	2.00	3.50	x	\$154	=	\$231	\$308	\$539	varies	varies	\$231	\$308	\$539	100%		
13	Fire Sprinkler Systems - Tract Master Plan	1.50	0.00	1.50	x	\$154	=	\$231	\$0	\$231	varies	varies	\$231	\$0	\$231	100%		
14	Fire Sprinkler Systems - Tract Production Home	0.00	1.00	1.00	x	\$154	=	\$0	\$154	\$154	varies	varies	\$0	\$154	\$154	100%		
15	Fire Sprinkler Systems - Multi-Family 3 or more units	2.00	1.50	3.50	x	\$154	=	\$308	\$231	\$539	varies	varies	\$308	\$231	\$539	100%	[b]	
16	Fire Sprinkler Systems - Commercial / Industrial 0 - 35,000 SF	2.50	1.50	4.00	x	\$154	=	\$385	\$231	\$616	varies	varies	\$385	\$231	\$616	100%		
17	Fire Sprinkler Systems - Commercial / Industrial 35,001 - 75,000 SF	3.00	1.75	4.75	x	\$154	=	\$462	\$270	\$732	varies	varies	\$462	\$270	\$732	100%		
18	Fire Sprinkler Systems - Commercial / Industrial 75,001 - 120,000 SF	3.50	2.50	6.00	x	\$154	=	\$539	\$385	\$924	varies	varies	\$539	\$385	\$924	100%		
19	Fire Sprinkler Systems - Commercial / Industrial > 120,000 SF	4.00	3.50	7.50	x	\$154	=	\$616	\$539	\$1,155	varies	varies	\$616	\$539	\$1,155	100%		
20	Fire Sprinkler Systems - Tenant Improvement	1.00	2.00	3.00	x	\$154	=	\$154	\$308	\$462	varies	varies	\$154	\$308	\$462	100%		

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Fire Fees

Fee Description		Service Time				Cost of Service				Current Fee		Current Cost Recovery		Proposed Fee			Proposed Cost Recovery	Charge Basis	Notes
		Plan Review	Permit Inspection	Total		Hourly Rate		Plan Review	Permit Inspection					Total	Plan Review	Permit Inspection			
21	Fire Pumps	2.00	2.00	4.00	x	\$154	=	\$308	\$308	\$616	varies	varies	\$308	\$308	\$616	100%			
22	Fire Standpipe Systems	1.50	2.00	3.50	x	\$154	=	\$231	\$308	\$539	varies	varies	\$231	\$308	\$539	100%			
23	Smoke Controls Systems	3.50	3.00	6.50	x	\$154	=	\$539	\$462	\$1,001	varies	varies	\$539	\$462	\$1,001	100%			
24	Private Fire Mains	2.00	2.00	4.00	x	\$154	=	\$308	\$308	\$616	varies	varies	\$308	\$308	\$616	100%			
25	Fire Protection Water Supply - Existing System Modifications	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%			
26	Water Storage	2.00	3.00	5.00	x	\$154	=	\$308	\$462	\$770	varies	varies	\$308	\$462	\$770	100%			
27	Public Hydrant System	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%			
28	Energy Storage Systems	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%			
29	Emergency Responder Radio Coverage	1.50	1.50	3.00	x	\$154	=	\$231	\$231	\$462	varies	varies	\$231	\$231	\$462	100%			
30	AST - Fuel Storage Tank	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%			
31	Fuel Dispensers	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%			
32	Hazardous Materials - HMIS / H-OCC	1.50	2.00	3.50	x	\$154	=	\$231	\$308	\$539	varies	varies	\$231	\$308	\$539	100%			
33	High-piled Combustible Storage	1.50	2.00	3.50	x	\$154	=	\$231	\$308	\$539	varies	varies	\$231	\$308	\$539	100%			
34	Solar PV Power System (Commercial)	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%			
35	Special Event Structure / Tent	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%			
36	Gas Detection System	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%			
37	Plan Revision Submittals - each	1.00	0.00	1.00	x	\$154	=	\$154	\$0	\$154	varies	varies	\$154	\$0	\$154	100%			
38	Plan Resubmittals (in Excess of 3 Reviews) - each	1.00	0.00	1.00	x	\$154	=	\$154	\$0	\$154	varies	varies	\$154	\$0	\$154	100%			
39	Failed or Additional Field Inspections (Excessive) - each	0.00	1.00	1.00	x	\$154	=	\$0	\$154	\$154	varies	varies	\$0	\$154	\$154	100%			

Fee Description		Service Time				Cost of Service				Current Fee	Current Cost Recovery	Proposed Fee			Proposed Cost Recovery	Charge Basis	Notes
		Plan Review	Permit Inspection	Total		Hourly Rate	Plan Review	Permit Inspection	Total			Plan Review	Permit Inspection	Total			
40	Inspection Fees																
	Annual Fire and Life Safety Inspection																
	a) Initial Inspection / Re-Inspection																
	i) Less than 20,000 SF		0.50	0.50	x	\$154	=	\$77	\$77	varies	varies		\$77	\$77	100%		
	ii) 20,000 SF - 50,000 SF		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%		
	iii) Greater than 50,000 SF		2.00	2.00	x	\$154	=	\$308	\$308	varies	varies		\$308	\$308	100%		
	b) 2nd Re-Inspection		0.50	0.50	x	\$154	=	\$77	\$77	varies	varies		\$77	\$77	100%		
	c) 3rd or More Re-Inspection (Each)		0.50	0.50	x	\$154	=	\$77	\$77	varies	varies		\$77	\$77	100%		
41	Special inspection/ Complaint inspection		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%	per hour	
42	Jails		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%	per hour	
43	Tent/Membrane Inspections																
	a) First		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$77	\$77	50%		
	b) Each Additional Five or Fraction Thereof		0.50	0.50	x	\$154	=	\$77	\$77	varies	varies		\$77	\$77	100%		
44	Hotel/Motel Inspections																
	a) 1-50 units (R-1)		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%		
	b) More than 50 units (R-1)		2.00	2.00	x	\$154	=	\$308	\$308	varies	varies		\$308	\$308	100%		
45	Multi family dwellings inspection																
	a) 1-20 Units (R-2)		0.50	0.50	x	\$154	=	\$77	\$77	varies	varies		\$77	\$77	100%		
	b) 21-50 Units (R-2)		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%		
	c) 51-100 Units (R-2)		2.00	2.00	x	\$154	=	\$308	\$308	varies	varies		\$308	\$308	100%		
	d) more than 100 units (R-2)		3.00	3.00	x	\$154	=	\$462	\$462	varies	varies		\$462	\$462	100%		
46	School Inspection		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%	per hour	
47	Residential Care Facility 24 hour care Inspection(R3.1)		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%	per hour	
48	Hospitals		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%	per hour	
49	Fire Occupancy Load Calcs.		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%	per hour	
50	850 Inspections		1.00	1.00	x	\$154	=	\$154	\$154	varies	varies		\$154	\$154	100%		
	Operational Permit																
51	Exhibits & Tradeshows	0.50	1.00	1.50	x	\$154	=	\$77	\$154	\$231	varies	varies	\$77	\$154	\$231	100%	
52	Fire Operational Permit			1.00	x	\$154	=		\$154	varies	varies			\$154	100%	Per Hour	

Fee Description		Service Time				Cost of Service				Current Fee		Current Cost Recovery		Proposed Fee			Proposed Cost Recovery	Charge Basis	Notes
		Plan Review	Permit Inspection	Total	Hourly Rate	Plan Review	Permit Inspection	Total	Plan Review			Permit Inspection	Total						
53	Other Weed Abatement a) Administrative Fee b) Contractor Fee		1.50	1.50	x	\$154 varies	=		\$231	\$231	varies varies	varies varies		\$229	\$229 Pass-Through	99% 100%	Per Issuance Each		
54	Tract access/Hydrant inspection	0.00	1.00	1.00	x	\$154	=	\$0	\$154	\$154	varies	varies	\$0	\$154	\$154	100%			
55	Fire Access Gate Assembly	1.00	1.00	2.00	x	\$154	=	\$154	\$154	\$308	varies	varies	\$154	\$154	\$308	100%			
56	Special Event Permit	1.00	1.50	2.50	x	\$154	=	\$154	\$231	\$385	varies	varies	\$154	\$231	\$385	100%			
57	Pyrotechnic Permit (Review & Standby Charge)	1.00	5.00	6.00	x	\$154	=	\$154	\$770	\$924	varies	varies	\$154	\$770	\$924	100%			
58	Fire Safety Officer Standby - Events			1.00	x	\$154	=			\$154	varies	varies			\$154	100%	Per Hour		
59	Fire Miscellaneous			1.00	x	\$154	=			\$154	varies	varies			\$154	100%	Per Hour		
60	Fire Permit Extensions (Admin Processing)		0.50	0.50	x	\$154	=	\$0	\$77	\$77	varies	varies	\$0	\$77	\$77	100%			
61	Technology Enhancement Fee (percent of permit fee) For service requests, which have no fees listed in this Master Fee Schedule, the City Manager or his/her designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:										n/a - new	0%			5%		% of Permit Fee		
62	Fire Prevention / Life Safety			1.00	x	\$154	=			\$154	varies	varies			\$154	100%	Per Hour		
63	City Attorney or other legal review														Pass-Through				
64	Outside Service Providers														Pass-Through Plus 15%				

[a] Fee will not apply for all submittals. Before applying fees, Fire Department will review project submittal to determine if review is necessary or if review fees have been collected as part of the development planning process.

[b] Fee is per building.

City of Brawley
User and Regulatory Fee Study
Allocation of Annual Labor Effort - Fire Operations

Position	Top Step Yearly	Top Step Hourly	FTE	Total Estimated Salaries	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Total Productive Hours	Notes
Fire Captain	\$83,641	\$29	6.00	\$501,844	2,912	216	2,696	16,176	[a],[b]
Firefighter	\$65,535	\$23	16.00	\$1,048,556	2,912	216	2,696	43,136	[a],[b]
Total			22.00	\$1,550,400				59,312	

Allocation of Hours	Share	Total	Notes
Indirect	10%	5,931	[c]
Direct	90%	53,381	[c]
Total	100%	59,312	

[a] Source: Estimated contract service rate for Fire Chief. July 1, 2025 top step adopted for Fire Captain and Firefighter.

[b] Holiday/leave and productive hours intended to serve as reasonable estimate. Amount will vary annually by employee.

[c] Allocation of 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 Brawley
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Fire Operations

Fire Department - Authorized Staffing

Description	FTE	Indirect	Direct	Share of Direct	Notes	
Fire Chief	1.00	1.00			[a]	
Fire Marshal	1.00		1.00	4%	[a]	
Fire Captain	6.00		6.00	26%	[a]	
Firefighter	16.00		16.00	70%	[a]	
Total	24.00	1.00	23.00	100%		

City of Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Fire Operations

Recurring Expenditures

Fund	Department / Division	Account	Account Description	Total	Adjust	Total	Fire Operations	Fire Prevention	Notes
General Fund	Fire Station No. 1	101-221.000-700.100	Permanent salaries	\$1,780,666	\$0	\$1,780,666	\$1,709,439	\$71,227	[a],[b]
General Fund	Fire Station No. 1	101-221.000-700.300	Overtime	\$360,000	\$0	\$360,000	\$345,600	\$14,400	[a],[b]
General Fund	Fire Station No. 1	101-221.000-700.500	Holidays	\$50,374	\$0	\$50,374	\$48,359	\$2,015	[a],[b]
General Fund	Fire Station No. 1	101-221.000-700.900	Moveup Pay	\$500	\$0	\$500	\$480	\$20	[a],[b]
General Fund	Fire Station No. 1	101-221.000-701.000	Auto/Other Allowance	\$900	\$0	\$900	\$864	\$36	[a],[b]
General Fund	Fire Station No. 1	101-221.000-701.100	Vacation Leave Buyback	\$5,608	\$0	\$5,608	\$5,384	\$224	[a],[b]
General Fund	Fire Station No. 1	101-221.000-701.200	Uniform Allowance	\$22,900	\$0	\$22,900	\$21,984	\$916	[a],[b]
General Fund	Fire Station No. 1	101-221.000-701.400	Certification Bonus	\$1,000	\$0	\$1,000	\$960	\$40	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.100	Health insurance	\$249,109	\$0	\$249,109	\$239,145	\$9,964	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.200	F I C A	\$169,864	\$0	\$169,864	\$163,069	\$6,795	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.300	P E R S	\$369,604	\$0	\$369,604	\$354,820	\$14,784	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.310	PERS UAL	\$295,111	\$0	\$295,111	\$283,307	\$11,804	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.320	Pension Obligation Debt Serv.	\$249,607	\$0	\$249,607	\$239,623	\$9,984	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.400	Unemployment	\$9,681	\$0	\$9,681	\$9,294	\$387	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.500	Workers' compensation	\$150,314	\$0	\$150,314	\$144,301	\$6,013	[a],[b]
General Fund	Fire Station No. 1	101-221.000-710.600	Tuition reimbursement	\$6,000	\$0	\$6,000	\$5,760	\$240	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.100	Office supplies	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.200	Books and subscriptions	\$200	\$0	\$200	\$192	\$8	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.400	Automotive supplies	\$600	\$0	\$600	\$576	\$24	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.500	Electrical supplies	\$300	\$0	\$300	\$288	\$12	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.600	Plumbing supplies	\$200	\$0	\$200	\$192	\$8	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.700	Construction materials	\$1,000	\$0	\$1,000	\$960	\$40	[a],[b]
General Fund	Fire Station No. 1	101-221.000-720.800	Janitorial supplies	\$4,000	\$0	\$4,000	\$3,840	\$160	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.100	Uniforms	\$54,750	\$0	\$54,750	\$52,560	\$2,190	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.110	Meeting Supplies	\$500	\$0	\$500	\$480	\$20	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.200	Other operating supplies	\$10,000	\$0	\$10,000	\$9,600	\$400	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.201	Medical Supplies	\$20,000	\$0	\$20,000	\$19,200	\$800	[a],[b]
General Fund	Fire Station No. 1	101-221.000-721.900	Small tools & minor equipment	\$7,000	\$0	\$7,000	\$6,720	\$280	[a],[b]
General Fund	Fire Station No. 1	101-221.000-725.200	Electricity	\$15,641	\$0	\$15,641	\$15,015	\$626	[a],[b]
General Fund	Fire Station No. 1	101-221.000-725.300	Natural gas	\$350	\$0	\$350	\$336	\$14	[a],[b]
General Fund	Fire Station No. 1	101-221.000-725.400	Fuel	\$41,172	\$0	\$41,172	\$39,525	\$1,647	[a],[b]
General Fund	Fire Station No. 1	101-221.000-730.200	Technical services	\$16,553	\$0	\$16,553	\$15,891	\$662	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.100	Repair & Maintenance Vehicles	\$80,000	\$0	\$80,000	\$76,800	\$3,200	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.120	Repair & Maintenance Facility	\$15,000	\$0	\$15,000	\$14,400	\$600	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.130	Repairs & Maintenance Equipm	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.400	Rents & Leases	\$3,500	\$0	\$3,500	\$3,360	\$140	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.410	Vehicle & Equip Leases	\$30,969	\$0	\$30,969	\$29,730	\$1,239	[a],[b]
General Fund	Fire Station No. 1	101-221.000-740.411	Software Subscription	\$14,085	\$0	\$14,085	\$13,522	\$563	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.100	Insurance	\$141,166	\$0	\$141,166	\$135,519	\$5,647	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.200	Communications	\$17,200	\$0	\$17,200	\$16,512	\$688	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.210	Postage	\$1,000	\$0	\$1,000	\$960	\$40	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.300	Advertising & promotion	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.400	Travel & Training	\$20,000	\$0	\$20,000	\$19,200	\$800	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.600	Contributions,Memberships,Due	\$3,000	\$0	\$3,000	\$2,880	\$120	[a],[b]
General Fund	Fire Station No. 1	101-221.000-750.650	Taxes, Fees, and Penalties	\$500	\$0	\$500	\$480	\$20	[a],[b]
General Fund	Fire Station No. 1	101-221.000-800.400	Equipment	\$65,000	\$0	\$65,000	\$62,400	\$2,600	[a],[b]
Total				\$4,290,924	\$0	\$4,290,924	\$4,119,287	\$171,637	

City of Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Fire Operations

Recurring Expenditures, continued

Fund	Department	Account	Account Description	Total	Adjust	Total	Fire Operations	Fire Prevention	Notes
General Fund	Fire Station No. 2	101-221.100-720.100	Office supplies	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 2	101-221.100-720.400	Automotive supplies	\$600	\$0	\$600	\$576	\$24	[a],[b]
General Fund	Fire Station No. 2	101-221.100-720.600	Plumbing supplies	\$300	\$0	\$300	\$288	\$12	[a],[b]
General Fund	Fire Station No. 2	101-221.100-720.700	Construction materials	\$2,000	\$0	\$2,000	\$1,920	\$80	[a],[b]
General Fund	Fire Station No. 2	101-221.100-720.800	Janitorial supplies	\$3,000	\$0	\$3,000	\$2,880	\$120	[a],[b]
General Fund	Fire Station No. 2	101-221.100-721.200	Other operating supplies	\$5,000	\$0	\$5,000	\$4,800	\$200	[a],[b]
General Fund	Fire Station No. 2	101-221.100-721.900	Small tools & minor equipment	\$10,000	\$0	\$10,000	\$9,600	\$400	[a],[b]
General Fund	Fire Station No. 2	101-221.100-725.200	Electricity	\$14,379	\$0	\$14,379	\$13,804	\$575	[a],[b]
General Fund	Fire Station No. 2	101-221.100-725.300	Natural gas	\$700	\$0	\$700	\$672	\$28	[a],[b]
General Fund	Fire Station No. 2	101-221.100-730.200	Technical services	\$4,000	\$0	\$4,000	\$3,840	\$160	[a],[b]
General Fund	Fire Station No. 2	101-221.100-740.120	Repair & Maintenance Facility	\$15,000	\$0	\$15,000	\$14,400	\$600	[a],[b]
General Fund	Fire Station No. 2	101-221.100-740.400	Rents & Leases	\$1,500	\$0	\$1,500	\$1,440	\$60	[a],[b]
General Fund	Fire Station No. 2	101-221.100-750.100	Insurance	\$2,194	\$0	\$2,194	\$2,106	\$88	[a],[b]
General Fund	Fire Station No. 2	101-221.100-750.200	Communications	\$5,000	\$0	\$5,000	\$4,800	\$200	[a],[b]
General Fund	Fire Station No. 2	101-221.100-750.650	Taxes, Fees, and Penalties	\$300	\$0	\$300	\$288	\$12	[a],[b]
Total				\$65,973	\$0	\$65,973	\$63,334	\$2,639	
Total				\$4,356,897	\$0	\$4,356,897	\$4,182,621	\$174,276	

City of Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Fire Operations

Allocation of Citywide Overhead

Description	C'wide OH Rate	Fire Operations		Fire Prevention		Notes
		Mod Op Exp	Allocation of C'wide OH	Mod Op Exp	Allocation of C'wide OH	
Citywide Overhead Allocation	15%	\$4,182,621	\$627,393	\$174,276	\$26,141	[c]

Allocation of Recurring Fire Operations Costs

Description	Total	Share	Notes
Departmental Expenses	\$4,182,621	87%	
Allocation of Citywide Overhead	\$627,393	13%	
Total	\$4,810,014	100%	

Average Annual Revenues

Account	Account Description	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 24/25 Budget
101-221.000-470.300	Other revenues - EMS Services	\$83,573	\$48,949	\$41,216	\$40,000
Total		\$83,573	\$48,949	\$41,216	\$40,000

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$4,810,014
Direct Hours	53,381
Fully-Burdened Hourly Rate	\$90

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)
Fire Ops	22.00	2,912	64,064	\$1,550,400	\$24	\$90	3.72

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
Fire Captain	\$501,844	6.00	\$83,641	\$29	3.72	\$107
Firefighter	\$1,048,556	16.00	\$65,535	\$23	3.72	\$84

[a] Source: FY 24/25 Adopted Budget.

[b] Amount intended to serve as reasonable allocation amongst direct service units. Allocation based on FTE count (rounded).

[c] For cost of service calculation only. Assumes deMinimus rate.

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Fire Response Fees

Fee Description		Service Time	# of Responders	Total Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Cost Recovery	Charge Basis	Notes
1	EMS Response	0.93	3.00	2.80	x	\$90	=	\$252	\$160	63%	\$160	63%	Per Response	
2	Traffic Collision/Rescue Incident Response	1.02	3.00	3.05	x	\$90	=	\$275	\$175	64%	\$275	100%	Per Response	
3	False Alarm Response	0.80	3.00	2.40	x	\$90	=	\$216	\$137	63%	\$200	93%	Per Response	
4	Hazardous Materials Response	1.00	3.00	3.00	x	\$90	=	\$270	\$172	64%	\$270	100%	Per Hour	
For service requests, which have no fees listed in this Master Fee Schedule, the City Manager or his/her designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:														
5	Consolidated Hourly Rate for Fire Operations			1.00	x	\$90	=	\$90	\$57	64%	\$90	100%	Per Hour	
6	Positional Hourly Rates for Fire Operations													
	a) Fire Captain			1.00	x	\$107	=	\$107			\$107	100%	Per Hour	
	b) Firefighter			1.00		\$84		\$84			\$84	100%	Per Hour	



User and Regulatory Fees

Cost of Service Calculations

Police Fees

City of Brawley
User and Regulatory Fee Study
Allocation of Annual Labor Effort - Police

Position	Top Step Yearly	Top Step Hourly	FTE	Total Salaries	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Total Productive Hours	Notes
Chief	\$124,800	\$60	1.00	\$124,800	2,080	216	1,864	1,864	[a],[b]
Commander	\$111,134	\$53	2.00	\$222,269	2,080	216	1,864	3,728	[a],[b]
Sergeant	\$103,286	\$50	6.00	\$619,718	2,080	216	1,864	11,184	[a],[b]
Police Agent	\$73,568	\$35	13.00	\$956,380	2,080	216	1,864	24,232	[a],[b]
Police Officer I	\$63,553	\$31	2.00	\$127,106	2,080	216	1,864	3,728	[a],[b]
Police Officer II	\$60,527	\$29	2.00	\$121,053	2,080	216	1,864	3,728	[a],[b]
Police Officer III	\$57,644	\$28	2.00	\$115,289	2,080	216	1,864	3,728	[a],[b]
Dispatcher	\$56,158	\$27	8.00	\$449,264	2,080	216	1,864	14,912	[a],[b]
Secretary	\$43,284	\$21	1.00	\$43,284	2,080	216	1,864	1,864	[a],[b]
Evidence Technician	\$52,647	\$25	1.00	\$52,647	2,080	216	1,864	1,864	[a],[b]
Community Services Officer	\$45,503	\$22	3.00	\$136,510	2,080	216	1,864	5,592	[a],[b]
Dispatch Supervisor	\$66,976	\$32	1.00	\$66,976	2,080	216	1,864	1,864	[a],[b]
Records Supervisor	\$65,736	\$32	1.00	\$65,736	2,080	216	1,864	1,864	[a],[b]
Total			43.00	\$3,101,031				80,152	

Allocation of Hours	Share	Total	Notes
Indirect	20%	16,030	[c]
Direct	80%	64,122	[c]
Total	100%	80,152	

[a] Source: July 1, 2024 adopted salary schedule for Police Sworn and Non-Sworn positions.

[b] Holiday/leave and productive hours intended to serve as reasonable estimate. Amount will vary annually by employee.

[c] Allocation of 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 Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Police

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Police Protection	700.100	Permanent salaries	\$3,016,221	\$0	\$3,016,221	
General Fund	Police Protection	700.200	Temporary Salaries	\$15,200	\$0	\$15,200	
General Fund	Police Protection	700.310	Overtime/sworn	\$476,800	(\$476,800)	\$0	
General Fund	Police Protection	700.320	Overtime/non-sworn	\$142,200	(\$142,200)	\$0	
General Fund	Police Protection	700.330	Overtime/Grants	\$104,000	(\$104,000)	\$0	
General Fund	Police Protection	700.400	Standby	\$16,000	(\$16,000)	\$0	
General Fund	Police Protection	700.500	Holidays	\$95,535	(\$95,535)	\$0	
General Fund	Police Protection	700.600	Court time	\$9,000	(\$9,000)	\$0	
General Fund	Police Protection	700.700	Shift Differential	\$27,300	(\$27,300)	\$0	
General Fund	Police Protection	700.800	Range Training	\$6,000	(\$6,000)	\$0	
General Fund	Police Protection	700.900	Moveup Pay	\$15,000	\$0	\$15,000	
General Fund	Police Protection	701.000	Auto/Other Allowance	\$1,620	\$0	\$1,620	
General Fund	Police Protection	701.100	Vacation Leave Buyback	\$20,537	\$0	\$20,537	
General Fund	Police Protection	701.200	Uniform Allowance	\$67,200	\$0	\$67,200	
General Fund	Police Protection	710.100	Health insurance	\$372,738	\$0	\$372,738	
General Fund	Police Protection	710.200	F I C A	\$292,801	\$0	\$292,801	
General Fund	Police Protection	710.300	P E R S	\$551,776	\$0	\$551,776	
General Fund	Police Protection	710.310	PERS UAL	\$468,170	\$0	\$468,170	
General Fund	Police Protection	710.320	Pension Obligation Debt Serv.	\$462,366	\$0	\$462,366	
General Fund	Police Protection	710.400	Unemployment	\$16,622	\$0	\$16,622	
General Fund	Police Protection	710.500	Workers' compensation	\$212,108	\$0	\$212,108	
General Fund	Police Protection	710.600	Tuition Reimbursement	\$3,000	\$0	\$3,000	
General Fund	Police Protection	720.100	Office supplies	\$4,500	\$0	\$4,500	
General Fund	Police Protection	720.200	Books and subscriptions	\$900	\$0	\$900	
General Fund	Police Protection	720.500	Electrical Supplies	\$250	\$0	\$250	
General Fund	Police Protection	720.800	Janitorial Supplies	\$100	\$0	\$100	
General Fund	Police Protection	720.900	Ammunition/Range Supplies	\$9,000	\$0	\$9,000	
General Fund	Police Protection	721.100	Uniforms	\$6,000	\$0	\$6,000	
General Fund	Police Protection	721.110	Meeting Supplies	\$900	\$0	\$900	
General Fund	Police Protection	721.200	Other operating supplies	\$11,500	\$0	\$11,500	
General Fund	Police Protection	721.900	Small tools & minor equipment	\$20,100	\$0	\$20,100	
General Fund	Police Protection	725.200	Electricity	\$53,209	\$0	\$53,209	
General Fund	Police Protection	725.300	Natural Gas	\$400	\$0	\$400	
General Fund	Police Protection	725.400	Fuel	\$115,036	\$0	\$115,036	
General Fund	Police Protection	730.100	Professional Services	\$30,000	\$0	\$30,000	
General Fund	Police Protection	730.200	Technical services	\$108,177	\$0	\$108,177	
General Fund	Police Protection	730.400	K-9 Officer	\$11,000	\$0	\$11,000	
General Fund	Police Protection	730.410	Volunteer Programs	\$16,000	(\$16,000)	\$0	

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

Recurring Expenditures, continued [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Police Protection	740.100	Repair & Maintenance Vehicles	\$80,000	\$0	\$80,000	
General Fund	Police Protection	740.120	Repairs & Maintenance Facilities	\$7,000	\$0	\$7,000	
General Fund	Police Protection	740.130	Repairs & Maintenance Equipm	\$6,000	\$0	\$6,000	
General Fund	Police Protection	740.200	Cleaning Services	\$54,000	\$0	\$54,000	
General Fund	Police Protection	740.400	Rents & Leases	\$8,500	\$0	\$8,500	
General Fund	Police Protection	740.410	Vehicle & Equip Lease	\$60,380	\$0	\$60,380	
General Fund	Police Protection	750.100	Insurance	\$480,046	\$0	\$480,046	
General Fund	Police Protection	750.200	Communications	\$180,732	\$0	\$180,732	
General Fund	Police Protection	750.210	Postage	\$2,500	\$0	\$2,500	
General Fund	Police Protection	750.300	Advertising & Promotion	\$2,500	\$0	\$2,500	
General Fund	Police Protection	750.400	Travel & Training	\$12,600	\$0	\$12,600	
General Fund	Police Protection	750.510	Training/POST	\$41,000	\$0	\$41,000	
General Fund	Police Protection	750.600	Contributions,Memberships,Due	\$2,000	\$0	\$2,000	
General Fund	Police Protection	750.650	Taxes, Fees, and Penalties	\$300	\$0	\$300	
General Fund	Police Protection	800.400	Equipment	\$30,000	\$0	\$30,000	
General Fund	Police Protection	800.600	Office Furniture	\$10,000	\$0	\$10,000	
Total				\$7,756,824	(\$892,835)	\$6,863,989	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	15%	\$6,863,989	\$1,029,598	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$6,863,989	87%	
Allocation of Citywide Overhead	\$1,029,598	13%	
Total	\$7,893,587	100%	

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

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$7,893,587
Direct Hours	64,122
Fully-Burdened Hourly Rate	\$123

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)
Police	43.00	2,080	89,440	\$3,101,031	\$35	\$123	3.55

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
Chief	\$124,800	1.00	\$124,800	\$60	3.55	\$213
Commander	\$222,269	2.00	\$111,134	\$53	3.55	\$190
Sergeant	\$619,718	6.00	\$103,286	\$50	3.55	\$176
Police Agent	\$956,380	13.00	\$73,568	\$35	3.55	\$125
Police Officer I	\$127,106	2.00	\$63,553	\$31	3.55	\$108
Police Officer II	\$121,053	2.00	\$60,527	\$29	3.55	\$103
Police Officer III	\$115,289	2.00	\$57,644	\$28	3.55	\$98
Dispatcher	\$449,264	8.00	\$56,158	\$27	3.55	\$96
Secretary	\$43,284	1.00	\$43,284	\$21	3.55	\$74
Evidence Technician	\$52,647	1.00	\$52,647	\$25	3.55	\$90
Community Services Officer	\$136,510	3.00	\$45,503	\$22	3.55	\$78
Dispatch Supervisor	\$66,976	1.00	\$66,976	\$32	3.55	\$114
Records Supervisor	\$65,736	1.00	\$65,736	\$32	3.55	\$112

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

Calculation of Benefit Rate

Description	Total	Notes
Permanent Salaries	\$3,016,221	[c]
Benefits	\$2,379,581	[d]
Benefit Rate	79%	

Calculation of Targeted Rate for Event Support

Description	Avg Salary Per Hour	Benefit Rate Per Hour	Subtotal	Adjust for OT Wage	Total	Notes
Sergeant	\$50	\$39	\$89	\$25	\$114	
Police Agent	\$35	\$28	\$63	\$18	\$81	
Police Officer I	\$31	\$24	\$55	\$15	\$70	
Average	\$39	\$30	\$69	\$19	\$88	

[a] Source: FY 24/25 Adopted Budget.

[b] For cost of service calculation only. Assumes deMinimus rate.

[c] Account 700.100.

[d] Accounts 710.xxx.

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Police Fees

Fee Description		Service Time				Hourly Rate			Cost of Service			Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
		Sworn	Non-Sworn	Total		Sworn	Non-Sworn		Sworn	Non-Sworn	Total					
1	ABC Letter		0.50	0.50	x	\$125	\$78	=	\$0	\$39	\$39	\$25	64%	\$35	90%	
2	Alarm Permit - Annual & Renewal											\$25		\$25		
3	Assembly / Loud Speaker Permit		0.50	0.50	x	\$125	\$78	=	\$0	\$39	\$39	\$11	28%	\$20	51%	
4	Bicycle License											\$5		\$5		
5	Citation Sign-off (Non-Brawley Issued Citation)	0.25		0.25	x	\$125	\$78	=	\$31	\$0	\$31	\$15	48%	\$20	64%	
6	Civil Witness Fee											\$275		\$275		[a]
7	Clearance Letter (Brawley Only)		0.75	0.75	x	\$125	\$78	=	\$0	\$59	\$59	\$45	77%	\$50	85%	
8	CCW Permit															
	a) Initial Application and Permit Fee															
	i) Standard CCW License: 2 Year															
	a) Police Department Application Review	8.00		8.00	x	\$125	\$78	=	\$1,000	\$0	\$1,000	\$25	3%	\$70	7%	
	b) Police Department Permit Issuance Fee		1.00		x	\$125	\$78	=	\$0	\$78	\$78	\$45	58%	\$70	90%	
	c) LiveScan and DOJ Fee											\$93		\$93		[a]
	ii) Judicial CCW License: 3 Year															
	a) Police Department Application Review	8.00		8.00	x	\$125	\$78	=	\$1,000	\$0	\$1,000	\$25	3%	\$70	7%	
	b) Police Department Permit Issuance Fee		1.00		x	\$125	\$78	=	\$0	\$78	\$78	\$45	58%	\$70	90%	
	c) LiveScan and DOJ Fee											\$115		\$115		[a]
	iii) Reserve/Custodial CCW License: 4 Year															
	a) Police Department Application Review	8.00		8.00	x	\$125	\$78	=	\$1,000	\$0	\$1,000	\$0	0%	\$0	0%	
	b) Police Department Permit Issuance Fee		1.00		x	\$125	\$78	=	\$0	\$78	\$78	\$0	0%	\$0	0%	
	c) LiveScan and DOJ Fee											\$137		\$137		[a]
	b) Renewal Fee															
	i) Standard CCW License: 2 Year															
	a) Police Department Fee	0.50	0.50	1.00	x	\$125	\$78	=	\$63	\$39	\$102	\$70	69%	\$70	69%	
	b) State Fee											\$52		\$52		[a]
	ii) Judicial CCW License: 3 Year															
	a) Police Department Fee	0.50	0.50	1.00	x	\$125	\$78	=	\$63	\$39	\$102	\$70	69%	\$70	69%	
	b) State Fee											\$74		\$74		[a]
	iii) Reserve/Custodial CCW License: 4 Year															
	a) Police Department Fee	0.50	0.50	1.00	x	\$125	\$78	=	\$63	\$39	\$102	\$0	0%	\$0	0%	
	b) State Fee											\$96		\$96		[a]
	c) Psychological Testing Fee, if required											Pass-through		Pass-through		
	d) Modification / Duplication of Permit	0.17	0.33	0.50	x	\$125	\$78	=	\$21	\$26	\$47	\$10	21%	\$20	43%	

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Police Fees

Fee Description		Service Time				Hourly Rate			Cost of Service			Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
		Sworn	Non-Sworn	Total		Sworn	Non-Sworn		Sworn	Non-Sworn	Total					
9	Copy of Report/Citation/Log Entry		0.33	0.33	x	\$125	\$78	=	\$0	\$26	\$26	\$11	42%	\$20	77%	[a]
10	Event Officer (per hour)			1.00	x			=			\$88	\$69	79%	\$88	100%	
11	False Alarm Response	0.50		0.50	x	\$125	\$78	=	\$63	\$0	\$63	\$50	80%	\$60	96%	
12	Fingerprints		0.33	0.33	x	\$125	\$78	=	\$0	\$26	\$26	\$20	77%	\$25	96%	
13	Funeral Escort	3.00		3.00	x	\$125	\$78	=	\$375	\$0	\$375	\$80	21%	\$80	21%	
14	Permit - Taxi Driver - New		1.00	1.00	x	\$125	\$78	=	\$0	\$78	\$78	\$55	71%	\$70	90%	
15	Permit - Taxi Driver - Renewal		0.75	0.75	x	\$125	\$78	=	\$0	\$59	\$59	\$40	68%	\$50	85%	
16	Permit - Taxi/Bus - Operating	0.25	1.00	1.25	x	\$125	\$78	=	\$31	\$78	\$109	\$90	82%	\$100	92%	
17	Records Research - Per Hour											\$30		\$30		
18	Records Check - Brawley		0.33	0.33	x	\$125	\$78	=	\$0	\$26	\$26	\$15	58%	\$25	96%	
19	Digital Media Request		0.33	0.33	x	\$125	\$78	=	\$0	\$26	\$26	\$22	85%	\$25	96%	
20	Redistribution of Collected Personal Property	0.08	0.25	0.33	x	\$125	\$78	=	\$10	\$20	\$30	n/a - new	0%	\$20	67%	
21	Secondhand Dealer / Pawn Licensing		1.25	1.25	x	\$125	\$78	=	\$0	\$98	\$98	\$70	72%	\$90	92%	
22	Taxi Cab Vehicle Inspection	0.50	0.25	0.75	x	\$125	\$78	=	\$63	\$20	\$82	\$35	43%	\$50	61%	
23	Vehicle Impound/Release	1.25	0.75	2.00	x	\$125	\$78	=	\$156	\$59	\$215	\$207	96%	\$210	98%	
24	Vehicle Repossession Processing Fee											\$15		\$15		
25	VIN Verification	0.25	0.00	0.25	x	\$125	\$78	=	\$31	\$0	\$31	\$25	80%	\$25	80%	
26	911 Hang-Up	0.17	0.25	0.42	x	\$125	\$78	=	\$21	\$20	\$40	\$35	87%	\$35	87%	

[a] Amounts are intended to reflect fees adopted by other agencies (e.g., State of California; Department of Justice). If other agency amounts change, these fees should be automatically adjusted to reflect other agency fees.

City of Brawley
 User and Regulatory Fee Study
 Cost of Service Calculation - Police Fees

Fee Description		Service Time			Hourly Rate		Cost of Service			Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
		Sworn	Non-Sworn	Total	Sworn	Non-Sworn	Sworn	Non-Sworn	Total				
1	Items Removed from Schedule												
2	Response—Loud Noise Complaint									\$65			
3	Tow Company Annual Inspection									\$35			
3	Traffic/Parking Control Request (Up to 3 hours)									\$745			



User and Regulatory Fees

Cost of Service Calculations

Animal Control Fees

City of Brawley
User and Regulatory Fee Study
Allocation of Annual Labor Effort - Animal Control

Position	Top Step Yearly	Top Step Hourly	FTE	Total Salaries	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Total Productive Hours	Notes
Animal Control Officer	\$47,798	\$23	1.00	\$47,798	2,080	216	1,864	1,864	[a],[b]
Total			1.00	\$47,798				1,864	

Allocation of Hours	Share	Total	Notes
Indirect	20%	373	[c]
Direct	80%	1,491	[c]
Total	100%	1,864	

[a] Source: July 1, 2024 adopted salary schedule.

[b] Holiday/leave and productive hours intended to serve as reasonable estimate. Amount will vary annually by employee.

[c] Allocation of 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 Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Animal Control

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Animal Control	700.100	Permanent salaries	\$47,798	\$0	\$47,798	
General Fund	Animal Control	700.300	Overtime	\$10,500	\$0	\$10,500	
General Fund	Animal Control	701.100	Vacation Leave Buyback	\$920	\$0	\$920	
General Fund	Animal Control	710.100	Health insurance	\$7,311	\$0	\$7,311	
General Fund	Animal Control	710.200	F I C A	\$4,530	\$0	\$4,530	
General Fund	Animal Control	710.300	P E R S	\$5,984	\$0	\$5,984	
General Fund	Animal Control	710.310	PERS UAL	\$11,269	\$0	\$11,269	
General Fund	Animal Control	710.320	Pension Obligation Debt Serv.	\$5,426	\$0	\$5,426	
General Fund	Animal Control	710.400	Unemployment	\$258	\$0	\$258	
General Fund	Animal Control	710.500	Workers' compensation	\$115,199	(\$115,199)	\$0	
General Fund	Animal Control	720.100	Office supplies	\$500	\$0	\$500	
General Fund	Animal Control	720.800	Janitorial Supplies	\$800	\$0	\$800	
General Fund	Animal Control	721.100	Uniforms	\$1,000	\$0	\$1,000	
General Fund	Animal Control	721.200	Other operating supplies	\$2,300	\$0	\$2,300	
General Fund	Animal Control	721.900	Small tools & minor equipment	\$2,500	\$0	\$2,500	
General Fund	Animal Control	725.400	Fuel	\$8,500	\$0	\$8,500	
General Fund	Animal Control	730.200	Technical services	\$36,264	(\$36,264)	\$0	
General Fund	Police Protection	740.100	Repair & Maintenance Vehicles	\$4,500	\$0	\$4,500	
General Fund	Police Protection	740.411	Software Subscription	\$1,500	\$0	\$1,500	
General Fund	Police Protection	750.100	Insurance	\$7,198	\$0	\$7,198	
General Fund	Police Protection	750.400	Travel & Training	\$3,000	\$0	\$3,000	
General Fund	Police Protection	800.300	Improvements Other than Bldg.	\$60,000	(\$60,000)	\$0	
Total				\$337,257	(\$211,463)	\$125,794	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	15%	\$125,794	\$18,869	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$125,794	87%	
Allocation of Citywide Overhead	\$18,869	13%	
Total	\$144,663	100%	

City of Brawley
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Animal Control

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$144,663
Direct Hours	1,491
Fully-Burdened Hourly Rate	\$97

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)
Animal Control	1.00	2,080	2,080	\$47,798	\$23	\$97	4.22

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
Animal Control Officer	\$47,798	1.00	\$47,798	\$23	4.22	\$97

[a] Source: FY 24/25 Adopted Budget.

[b] For cost of service calculation only. Assumes deMinimus rate.

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Animal Control Fees

Fee Description		Total	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Notes
1	Dog License									
	a) Spayed/Neutered (Altered)				\$5		\$10		Each	
	b) Not Spayed or Neutered (Unaltered)				\$10		\$40		Each	
2	Animal Pick-up / Return to Owner									
	a) Vaccinated Animal									
	i) First Offense	1.00	x	\$97 = \$97	\$10	10%	\$35	36%	Each	
	ii) Second Offense	1.00	x	\$97 = \$97	\$20	21%	\$70	54%	Each	
	iii) Third and Each Additional Offense	1.50	x	\$97 = \$146	\$30	21%	\$140	72%	Each	
	b) Additional Fee for Unvaccinated Animal						\$50		Each	
3	Boarding				\$10		\$25		Per Day; 5 Days Max.	
4	Quarantined Animal									
	a) Vaccinated - 10 day Quarantine				\$10 per day		\$210		Each	
	b) Unvaccinated - 14 day Quarantine				\$10 per day		\$270		Each	
5	Dead Animal Pick-Up	1.00	x	\$97 = \$97	\$20	21%	\$50	52%	Each	
6	Animal Trap Rental				\$25		\$35		Per Week	
	For service requests, which have no fees listed in this Master Fee Schedule, the City Manager or his/her designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:									
7	Animal Control Officer (per hour)	1.00	x	\$97 = \$97			\$97	100%	Per Hour	

Fee Description		Total	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Notes
	Items Removed from Schedule									
1	Animal Relinquishment				\$35				Each	



User and Regulatory Fees

Cost of Service Calculations

Recreation and Facility Rental Fees

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Recreation

Fee Description		Current Fee							Proposed Fee							Charge Basis	Notes
		Group 1 Service	Group 1 Non-Service	Group 2	Group 3	Group 4	Group 5	Deposit	Group 1 Service	Group 1 Non-Service	Group 2	Group 3	Group 4	Group 5	Deposit		
1	Lions Center																
	a) Gym	No Charge	\$20	\$40	\$40	\$60	\$100	\$100	No Charge	\$20	\$40	\$50	\$65	\$100	\$100	Per Hour; 4-Hour Min.	
	b) Conference Room	No Charge	\$5	\$10	\$10	\$20	\$25	\$25	No Charge	\$5	\$10	\$15	\$25	\$30	\$25	Per Hour	
	c) Kitchen	No Charge	\$5	\$5	\$10	\$20	\$25	\$25	No Charge	\$5	\$10	\$15	\$25	\$30	\$25	Per Hour	
	d) Entire Facility	No Charge	\$25	\$50	\$50	\$75	\$125	\$100	No Charge	\$25	\$50	\$65	\$90	\$130	\$100	Per Hour; 4-Hour Min.	
2	Senior Center																
	a) Main Hall	No Charge	\$10	\$25	\$25	\$40	\$60	\$100	No Charge	\$10	\$25	\$30	\$40	\$60	\$100	Per Hour; 4-Hour Min.	
	b) Meeting Room	No Charge	\$5	\$10	\$10	\$20	\$25	\$25	No Charge	\$5	\$10	\$15	\$20	\$30	\$25	Per Hour	
	c) Both Rooms	No Charge	\$10	\$25	\$25	\$50	\$75	\$100	No Charge	\$10	\$25	\$35	\$50	\$80	\$100	Per Hour; 4-Hour Min.	
3	Brawley Teen Center - Recreation Room	No Charge	\$10	\$30	\$40	\$50	\$60	\$100	No Charge	\$10	\$35	\$45	\$55	\$65	\$100	Per Hour	
4	Del Rio Community Center	No Charge	\$25	\$50	\$50	n/a	n/a	\$300	No Charge	\$30	\$60	\$60	n/a	n/a	\$300	Per Hour	
5	Cattle Call Arena																
	a) Large Arena	No Charge	No Charge	\$100	\$150	\$200	n/a	\$500	No Charge	No Charge	\$100	\$160	\$220	n/a	\$500	Per Day	
	b) Horseshow Ring	No Charge	No Charge	\$25	\$50	\$75	n/a	\$500	No Charge	No Charge	\$30	\$60	\$90	n/a	\$500	Per Day	

Fee Description		Current Fee						Proposed Fee						Charge Basis	Notes
		Number of Guards	Group 1	Group 2	Group 3	Group 4	Deposit	Number of Guards	Group 1	Group 2	Group 3	Group 4	Deposit		
1	Lions Center Pool														
	a) 0 - 100 Swimmers	2	\$30	\$40	\$40	\$60	\$100	2	\$30	\$40	\$60	\$80	\$100	Per Hour	
	b) 100 - 200 Swimmers	4	\$50	\$60	\$60	\$80	\$100	4	\$50	\$60	\$80	\$100	\$100	Per Hour	
	c) 200 - 300 Swimmers	6	\$60	\$80	\$80	\$100	\$100	6	\$60	\$80	\$100	\$120	\$100	Per Hour	

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Recreation

Fee Description		Current Fee					Proposed Fee					Charge Basis	Notes
		Group 1	Group 2	Group 3	Group 4	Group 5	Group 1	Group 2	Group 3	Group 4	Group 5		
1	Reserved Field Use - Athletic Fields												
	a) Soccer, Baseball, Softball												
	i) Without Lights						No Charge	No Charge	\$10	\$15	\$20	Per Hour; Max 2 Hours	
	ii) With Lights						No Charge	No Charge	\$20	\$25	\$30	Per Hour; Max 2 Hours	
	b) All day tournament						No Charge	No Charge	\$50	\$65	\$70	Per Day	
	c) Batting Cages						No Charge	No Charge	\$10	\$15	\$20	Per Hour; Max 2 Hours	
	d) Throw Bases						No Charge	No Charge	\$25	\$25	\$25	Per Request	
	e) Bases						No Charge	No Charge	\$50	\$50	\$50	Per Request	
	f) Chalk Equipment												
	i) Chalk Equipment						No Charge	No Charge	\$25	\$25	\$25	Per Request	
	ii) Deposit						No Charge	No Charge	\$250	\$250	\$250	Per Request	
	g) Field Dragging Equipment												
	i) Rake and Hand Drag						No Charge	No Charge	\$50	\$50	\$50	Per Request	
	ii) Deposit						No Charge	No Charge	\$250	\$250	\$250	Per Request	
	h) Chalking/Lining Fields						n/a	n/a	n/a	n/a	n/a		
	i) Dragging						n/a	n/a	n/a	n/a	n/a		
2	Field Use for City Council Approved Events												
	a) Field Use	No Charge	\$250			\$500	No Charge	\$250	\$350	\$450	\$500	Flat Rate	
	b) Personnel						Actual	Actual	Actual	Actual	Actual	Per Hour	

City of Brawley
 User and Regulatory Fee Study
 Cost of Service Calculation - Recreation

Fee Description		Current Fee Resident	Current Fee Non-Resident	Proposed Fee Resident	Proposed Fee Non-Resident	Charge Basis	Notes
1	Ramadas / Shelters			\$25	\$30	Per Day	
2	Electricity Use (Kiosk)			\$20	\$20	Per Day	
3	Table and Chairs						
	a) Set-Up and Breakdown of Tables/Chairs			\$50	\$65	Per Event	
	b) Cleaning of Tables/Chairs by Staff			\$50	\$65	Per Event	

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Recreation

Fee Description		Current Fee Resident	Current Fee Non-Resident	Proposed Fee Resident	Proposed Fee Non-Resident	Charge Basis	Notes
1	Sports/Athletics Fees						
	a) Soccer	\$60	\$85	\$65	\$90	Per Season	
	b) Basketball	\$60	\$85	\$65	\$90	Per Season	
	c) Softball	\$70	\$85	\$70	\$90	Per Season	
2	Summer Day Camp	\$85	\$110	\$90	\$115	Per Registration	
3	Mini Camp	\$60	\$85	\$65	\$90	Per Registration	
4	Swim Lessons	\$40	\$65	\$45	\$70	Per Registration	
5	Mom, Dads, and Tots	\$40	\$65	\$45	\$70	Per Registration	

City of Brawley
 User and Regulatory Fee Study
 Cost of Service Calculation - Recreation

Fee Description		Current Fee	Proposed Fee	Charge Basis	Notes
1	Public / Family Swim				
	a) 15 Years Old and Under	\$0.50	\$0.75	Each	
	b) 16 Years Old and Over	\$1.00	\$1.25	Each	
2	Adult Lap Swim				
	a) Per Day	\$2	\$3	Each	
	b) Per Month	\$30	\$30	Each	
	c) Three Month Pass	\$50	\$60	Each	
3	Pickleball				
	a) Per Day	\$3	\$3	Each	
	b) Per Month	\$30	\$30	Each	



User and Regulatory Fees

Cost of Service Calculations

Utility Services Fees

City of Brawley
User and Regulatory Fee Study
Allocation of Annual Labor Effort - Utility Billing Division

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Productive Hours	Notes
Finance Director	\$63	0.25	\$32,758	2,080	216	1,864	466	[a],[b],[c]
Assistant Finance Director	\$57	0.10	\$11,912	2,080	216	1,864	186	[a],[b]
Accountant/Utility Billing Support	\$37	0.30	\$23,013	2,080	216	1,864	559	[a],[b]
Senior Accounting Assistant	\$28	0.30	\$17,665	2,080	216	1,864	559	[a],[b]
Accounting Assistant	\$22	2.00	\$90,480	2,080	216	1,864	3,728	[a],[b]
Total		2.95	\$175,829				5,499	

Allocation of Hours	Share	Total	Notes
Indirect	30%	1,650	[b]
Direct	70%	3,849	[b]
Total	100%	5,499	

[a] Source: FY 24/25 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] Assume Finance Director hourly rate is 10% higher than Assistant Finance Director.

City of Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Utility Billing Division

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
General Fund	Utility Billing	700.100	Permanent salaries	\$158,808	\$0	\$158,808	
General Fund	Utility Billing	700.200	Temporary Salaries	\$1,000	\$0	\$1,000	
General Fund	Utility Billing	700.300	Overtime	\$1,500	\$0	\$1,500	
General Fund	Utility Billing	701.100	Vacation Leave Buyback	\$0	\$0	\$0	
General Fund	Utility Billing	710.100	Health insurance	\$27,091	\$0	\$27,091	
General Fund	Utility Billing	710.200	F I C A	\$12,264	\$0	\$12,264	
General Fund	Utility Billing	710.300	P E R S	\$12,577	\$0	\$12,577	
General Fund	Utility Billing	710.310	PERS UAL	\$361	\$0	\$361	
General Fund	Utility Billing	710.320	Pension Obligation Debt Serv.	\$22,114	\$0	\$22,114	
General Fund	Utility Billing	710.400	Unemployment	\$699	\$0	\$699	
General Fund	Utility Billing	710.500	Workers' compensation	\$12,420	\$0	\$12,420	
General Fund	Utility Billing	720.100	Office supplies	\$10,000	\$0	\$10,000	
General Fund	Utility Billing	721.200	Other operating supplies	\$200	\$0	\$200	
General Fund	Utility Billing	721.900	Small tools & minor equipment	\$1,500	\$0	\$1,500	
General Fund	Utility Billing	730.100	Professional Services	\$66,000	(\$66,000)	\$0	
General Fund	Utility Billing	730.200	Technical services	\$7,000	\$0	\$7,000	
General Fund	Utility Billing	730.300	Merchant services	\$189,000	(\$189,000)	\$0	
General Fund	Utility Billing	740.120	Repair & Maintenance Facility	\$500	\$0	\$500	
General Fund	Utility Billing	740.130	Repairs & Maintenance Equipm	\$2,000	\$0	\$2,000	
General Fund	Utility Billing	740.400	Rents & Leases	\$8,000	\$0	\$8,000	
General Fund	Utility Billing	750.100	Insurance	\$17,732	\$0	\$17,732	
General Fund	Utility Billing	750.210	Postage	\$10,000	(\$10,000)	\$0	
General Fund	Utility Billing	750.400	Travel & Training	\$1,200	\$0	\$1,200	
General Fund	Utility Billing	800.600	Office furniture	\$5,000	\$0	\$5,000	
Total				\$566,966	(\$265,000)	\$301,966	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	15%	\$301,966	\$45,295	[b]

Allocation of Total Costs

Description	Total	Share	Notes
Direct Expenses	\$301,966	87%	
Allocation of Citywide Overhead	\$45,295	13%	
Total	\$347,261	100%	

City of Brawley
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Utility Billing Division

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$347,261
Direct Hours	3,849
Fully-Burdened Hourly Rate	\$90

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)
Utility Billing	2.95	2,080	6,136	\$175,829	\$29	\$90	3.14

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
Finance Director	\$32,758	0.25	\$131,034	\$63	3.14	\$198
Assistant Finance Director	\$11,912	0.10	\$119,122	\$57	3.14	\$180
Accountant/Utility Billing Support	\$23,013	0.30	\$76,710	\$37	3.14	\$116
Senior Accounting Assistant	\$17,665	0.30	\$58,885	\$28	3.14	\$89
Accounting Assistant	\$90,480	2.00	\$45,240	\$22	3.14	\$68
Utility Leadman				\$28	3.14	\$89
Utility Worker II				\$26	3.14	\$81
Utility Worker I				\$24	3.14	\$75

[a] Source: FY 24/25 Adopted Budget.

[b] For cost of service calculation only. Assumes deMinimus rate.

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Utility Services Fees

Fee Description		Svc Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Notes
1	Water Service Establishment	1.00	x	\$90	=	\$90	n/a - new	0%	\$20	22%		
2	Water Turn Off/Turn On											
	a) Regular Hours											
	i) Low Income	1.00	x	\$90	=	\$90	\$20	22%	\$50	56%		
	ii) All Others	1.00	x	\$90	=	\$90	\$20	22%	\$70	78%		
	b) After Hours											
	i) Low Income	2.00	x	\$108	=	\$216	\$30	14%	\$100	46%		
	ii) All Others	2.00	x	\$108	=	\$216	\$30	14%	\$140	65%		
3	Temporary Turn Off (TT)											
	a) Regular Hours											
	i) Low Income	1.00	x	\$90	=	\$90	n/a - new	0%	\$50	56%		
	ii) All Others	1.00	x	\$90	=	\$90	n/a - new	0%	\$70	78%		
	b) After Hours											
	i) Low Income	2.00	x	\$108	=	\$216	n/a - new	0%	\$100	46%		
	ii) All Others	2.00	x	\$108	=	\$216	n/a - new	0%	\$140	65%		
4	Water Reconnect (Delinquent Account)											
	a) Regular Hours											
	i) Low Income	1.00	x	\$90	=	\$90	\$25	28%	\$50	56%		[b]
	ii) All Others	1.00	x	\$90	=	\$90	\$25	28%	\$70	78%		
	b) After Hours											
	i) Low Income	2.00	x	\$108	=	\$216	\$50	23%	\$100	46%		[b]
	ii) All Others	2.00	x	\$108	=	\$216	\$50	23%	\$140	65%		
5	Trip to Meter (Requested)	1.00	x	\$90	=	\$90	n/a - new	0%	\$70	78%		
6	Backflow Device Testing	1.50	x	\$90	=	\$135	\$25		\$100	74%		
7	Water Hydrant											
	a) Installation	0.50	x	\$90	=	\$45	n/a - new	0%	\$45	100%		[b]
	b) Relocation	1.25	x	\$90	=	\$113	n/a - new	0%	\$113	100%		
8	Meter Removal											
	a) 3/4"	1.00	x	\$90	=	\$90	n/a - new	0%	\$90	100%		[b]
	b) 1"	2.00	x	\$90	=	\$180	n/a - new	0%	\$180	100%		

City of Brawley
 User and Regulatory Fee Study
 Cost of Service Calculation - Utility Services Fees

Fee Description	Svc Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Notes
9 Replacement of Broken or Cut Lock				\$50		\$50			
10 Unauthorized Restoration (Tampering Fee)									
a) 1st Occurrence				n/a - new	0%	\$315			
b) 2nd Occurrence, and Each Additional Occurrence				n/a - new	0%	\$430			
11 Unauthorized Meter Relocation Fee (MM - Penalty per meter)				n/a - new	0%	\$275			
12 Returned Check Fee (NSF)				\$30		\$35			[a]
13 Water Deposit				\$250		\$250			

[a] Fee amount limited by the State of California.

[b] For residential customers who demonstrate to the City a household income below 200 percent of the federal poverty line, the City will limit any service restoration charges during normal operating hours to fifty dollars (\$50), and during nonoperational hours to one hundred fifty dollars (\$150). These limits are subject to an annual adjustment for changes in the Bureau of Labor Statistics Consumer Price Index for All Urban Consumers (CPI-U) beginning January 1, 2021.



User and Regulatory Fees

Cost of Service Calculations

Airport Services Fees

City of Brawley
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Airport

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Productive Hours	Notes
Maintenance Worker	\$25	0.30	\$15,350	2,080	216	1,864	559	[a],[b]
Total		0.30	\$15,350				559	

Allocation of Hours	Share	Total	Notes
Indirect	20%	112	[b]
Direct	80%	447	[b]
Total	100%	559	

[a] Source: FY 24/25 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 Brawley
User and Regulatory Fee Study
Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Airport

Recurring Expenditures [a]

Fund	Division	Account	Acct Desc	Budget	Adjust	Total	Notes
Airport Fund No. 531	Airport	700.100	Permanent salaries	\$12,888	\$0	\$12,888	
Airport Fund No. 531	Airport	710.100	Health insurance	\$1,103	\$0	\$1,103	
Airport Fund No. 531	Airport	710.200	F I C A	\$986	\$0	\$986	
Airport Fund No. 531	Airport	710.300	P E R S	\$1,014	\$0	\$1,014	
Airport Fund No. 531	Airport	710.310	PERS UAL	\$28	\$0	\$28	
Airport Fund No. 531	Airport	710.320	Pension Obligation Debt Serv.	\$1,441	\$0	\$1,441	
Airport Fund No. 531	Airport	710.400	Unemployment	\$56	\$0	\$56	
Airport Fund No. 531	Airport	720.300	Chemicals	\$500	(\$500)	\$0	
Airport Fund No. 531	Airport	720.600	Plumbing supplies	\$100	(\$100)	\$0	
Airport Fund No. 531	Airport	720.800	Janitorial supplies	\$1,000	(\$1,000)	\$0	
Airport Fund No. 531	Airport	721.900	Small tools & minor equipment	\$11,000	(\$11,000)	\$0	
Airport Fund No. 531	Airport	725.200	Electricity	\$8,775	(\$8,775)	\$0	
Airport Fund No. 531	Airport	725.400	Fuel	\$400	(\$400)	\$0	
Airport Fund No. 531	Airport	730.100	Professional Services	\$17,102	(\$17,102)	\$0	
Airport Fund No. 531	Airport	730.200	Technical services	\$3,600	(\$3,600)	\$0	
Airport Fund No. 531	Airport	740.120	Repair & Maintenance Facility	\$16,200	(\$16,200)	\$0	
Airport Fund No. 531	Airport	740.130	Repairs & Maintenance Equipm	\$12,200	(\$12,200)	\$0	
Airport Fund No. 531	Airport	740.400	Rents & Leases	\$500	\$0	\$500	
Airport Fund No. 531	Airport	750.100	Insurance	\$10,411	\$0	\$10,411	
Airport Fund No. 531	Airport	750.200	Communications	\$600	\$0	\$600	
Airport Fund No. 531	Airport	750.400	Travel & Training	\$2,000	\$0	\$2,000	
Airport Fund No. 531	Airport	750.600	Contributions,Memberships,Due	\$100	\$0	\$100	
Airport Fund No. 531	Airport	750.650	Taxes, Fees, and Penalties	\$3,400	(\$3,400)	\$0	
Airport Fund No. 531	Airport	900.300	Admin Cost Allocation	\$20,644	\$0	\$20,644	
Airport Fund No. 531	Airport	900.400	Utilities Allocation	\$23,594	(\$23,594)	\$0	
Airport Fund No. 531	Airport	900.600	Engineering Allocation	\$14,746	(\$14,746)	\$0	
Airport Fund No. 531	Airport	900.700	ERP Cost Allocation	\$1,424	\$0	\$1,424	
Total				\$165,812	(\$112,617)	\$53,195	

Allocation of Citywide Overhead

Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Notes
Citywide Overhead Allocation	see above	see above	see above	[b]

City of Brawley
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Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Airport

Revenue Summary

Account	Account Description	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 24/25 Budget
531-351.000-440.400	Concessions - Fuel Surcharge	\$3,059	\$3,464	\$2,568	\$3,000
531-351.000-470.120	Hangar rentals	\$100,779	\$104,168	\$79,630	\$100,000
531-351.000-470.130	Building rentals	\$1,620	\$810	\$1,331	\$1,620
531-351.000-470.140	Ground lease	\$19,200	\$7,571	\$15,857	\$21,000
Total		\$124,658	\$116,012	\$99,386	\$125,620

Description	Total
Average Revenue	\$125,620
Expenditures	\$165,812
Cost Recovery Rate	76%
General Fund Subsidy	\$40,192

Calculation of Fully-Burdened Hourly Rate

Description	Total
Costs	\$53,195
Direct Hours	447
Fully-Burdened Hourly Rate	\$119

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)
Airport	0.30	2,080	624	\$15,350	\$25	\$119	4.84

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
Maintenance Worker	\$15,350	0.30	\$51,168	\$25	4.84	\$119

[a] Source: FY 24/25 Adopted Budget.

[b] Overhead cost allocation is included in Airport FY 24/25 operating budget.

City of Brawley
User and Regulatory Fee Study
Cost of Service Calculation - Airport

Fee Description		Svc Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Notes
1	Hangar Rental									
	a) Small Hangar				\$120		\$120		per month	
	b) Large Hangar				\$180		\$180		per month	
2	Office Rental									
	a) End of Hangar Office				\$20		\$20		per month	
	b) End of Hangar Office with A/C				\$75		\$75		per month	
3	Other Rental									
	a) Loading Pad				\$800		\$800		per year	
	b) Non-Aeronautical Use of Hangar				\$0.30		\$0.30		per SF	
	c) FBO				\$2,200		\$2,200		per month	
4	Land Lease									
	a) Main Hangar Rent				\$500		\$500		per month	
	b) Farm Aviation Ground Lease				\$741.63		\$741.63		per month	
	c) Through the Fence Agreement Fee				\$820.06		\$820.06		per year	
	d) Other				By Agreement		By Agreement			