Brawley City Council &
Successor Agency to Brawley
Community Redevelopment Agency
Regular Meeting Agenda
December 2, 2025, at 5:30 PM
City Council Chambers
383 Main Street
Brawley, California 92227

This meeting will be broadcast live at https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

Gil Rebollar, Mayor
JJ Galvan, Mayor Pro-Tempore
Timothy Kelley, Council Member
John Grass, Council Member
Perry Monita, Council Member

Ana Gutierrez, City Clerk
William S. Smerdon, Acting City Treasurer
William S. Smerdon, City Attorney
Rebecca Terrazas-Baxter, City Manager/ Executive Director

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

1. **APPROVAL OF AGENDA**

2. **CLOSED SESSION**

   CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
   Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (Two Cases)

   CONFERENCE WITH REAL PROPERTY NEGOTIATORS
   Property: La Paloma Subdivision - Unit 1
   Agency negotiator: City Manager and Public Works Director
   Negotiating parties: La Paloma Development, Inc.
   Under negotiation: Development Conditions

3. **PUBLIC APPEARANCES/COMMENTS** (Not to exceed 4 minutes)

This is the time for the public to address the Council **on any item not appearing on the agenda** that is within the subject matter jurisdiction of the City Council. The Mayor will recognize you and when you come to the microphone, please state your name for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous, or which may invade an individual's personal privacy. Please direct your questions and comments to the City Council.

Any member of the public is invited to submit public comments in advance of the meeting to be read at the meeting. Please email your questions to valerie.sonico@brawley-ca.gov or call 760-351-3048 any time before 2:30 PM, - December 2, 2025.

a. Public Comments for Items not on the Agenda.

b. Proclamation Honoring Chief of Police Jimmy Duran on the Occasion of Retirement. Presented by Mayor Gil Rebollar.

4. **PUBLIC HEARING 6:00 P.M.**

a. Public Hearing to consider the Adoption of the Citywide User and Regulatory Fee Study and Updated Master Fee Schedule.
   1. Conduct the Public Hearing to receive comments on the Citywide User and Regulatory Fee Study.
   2. Adopt Resolution approving the updated Master Fee Schedule based on the results of the Citywide User and Regulatory Fee Study.
   3. Approve implementation of updated fees effective February 1, 2026, allowing for compliant noticing periods and administrative setup.

(5 attachments)

5. CONSENT AGENDA

a. Approve City Council Meeting Minutes:

- November 18, 2025 Meeting

(1 attachment)

b. Approve Accounts Payable: November 1, 2025, to November 14, 2025.
(2 attachments)

c. Approval of LED Sports Facility Lighting Replacement Project Change Order #1 for the Replacement of four (4) exterior light fixtures and fourteen (14) interior lights at the Lion Center Gym and Authorize the City Manager to sign any change orders in an amount not to exceed $6900.00
(2 attachments)

d. Approve the one-year Employment Contract for Armando Garibay, Information Technology Director, covering the term July 1, 2025 through June 30, 2026 (retroactive to July 1, 2025)
(2 attachments)

6. REGULAR BUSINESS

a. Potential Action to Request Council direction regarding deferral of Development Impact Fees for Roben Homes' The Dunes development in the Luckey Ranch Subdivision. Presented by Cristhian Barajas, Development Services Director.
(5 attachments)

b. Potential Action to authorize the City Manager to execute the SCAG Planning for Main Streets project Memorandum of Understanding to provide meaningful involvement and support the project's alignment with the Brawley community's needs. Presented by: Cristhian Barajas, Development Services Director.
(2 attachments)

7. CITY MANAGER REPORT

8. CITY COUNCIL REPORT

9. CITY ATTORNEY REPORT

ADJOURNMENT: ***Regular Meeting December 16, 2025*** @ *6:00 PM*, 383 Main Street, Brawley, California. Supporting Documents are available for public review in the Office of the City Clerk, 383 Main Street, Brawley, California 92227 - Monday through Friday during Regular Business Hours; Individuals who require special accommodations are requested to give 48 hours prior notice. Contact: Office of the City Clerk 760-351-3048.

Ana Gutierrez, City Clerk

City of Brawley

City Council
December 2, 2025
Agenda Item No. 4a

STAFF REPORT

To:	City Council
From:	Silvia Luna, Finance Director
Prepared by:	Silvia Luna, Finance Director
Subject:	Public Hearing – Adoption of the Citywide User and Regulatory Fee Study and Updated Master Fee Schedule

RECOMMENDATION:

Staff recommends that the City Council:

1. Conduct the Public Hearing to receive comments on the proposed Citywide User and Regulatory Fee Study.
2. Adopt Resolution No. 2025 -XXX, approving the updated Master Fee Schedule based on the results of the Citywide Fee Study.
3. Approve implementation of updated fees effective February 1,2026, allowing for compliant noticing periods and administrative setup.

BACKGROUND INFORMATION:

The City of Brawley charges various user fees, regulatory fees, and service charges to recover the cost of providing services that benefit individual users rather than the community as a whole. The City has not updated its fees in more than 20 years, creating a need to analyze the City's current General Fund cost structure. As a result, the City engaged ClearSource Financial Consulting to conduct a comprehensive review of the City's user and regulatory fee structure.

The objectives of the study are to ensure that the City's fees:

- Comply with California Government Code (e.g., fee amounts do not exceed the cost of service)
- Reflect the full direct and indirect costs of providing services
- Reduce structural General Fund subsidies
- Increase transparency and defensibility should fees be challenged

City departments, working in coordination with ClearSource Financial Consulting, conducted a thorough analysis of the City's cost structure, including a service time study for various departmental processes. This methodology evaluates the true cost of service by examining:

- Direct labor and benefits
- Operating costs
- Overhead and administrative support
- Time spent per service activity
- Cost allocation for shared Citywide services

4a

On November 18, City staff—alongside ClearSource Financial—presented the initial Comprehensive Citywide User and Regulatory Fee Study findings, recommendations, and an updated analysis of the City's cost of providing fee-related services. The presentation also included a proposed User and Regulatory Fee Master Schedule. This information assisted the City Council in determining appropriate updates to the City's fee schedule and resulted in the approval of a Public Hearing scheduled for December 2, 2025, providing the public, residents, and stakeholders an opportunity to comment on the proposed fees.

To support community engagement, City staff conducted outreach by creating a dedicated fee study webpage to centralize all relevant materials. The website includes the full User and Regulatory Fee Study Report, a Frequently Asked Questions (FAQ) sheet, a draft of the proposed fee schedules, and a recording of the November 18 Council workshop. These materials were made available throughout the public comment period, November 20 – December 1. The public, residents, and stakeholders were encouraged to submit comments online and ask questions directed to the appropriate City departments.

To comply with California Government Code, the City published a Notice of Public Hearing in a regional newspaper on Friday, November 21, and also posted the notice on the City's website and social media platforms. In addition, the City distributed a flyer to broaden outreach and promote public participation.

The December 2 Public Hearing provides the public with time to offer comments, request clarification, or express concerns, and allows the City Council to determine whether adoption of the updated fees best supports the City of Brawley's financial sustainability, while ensuring the new fees are fair, transparent, and equitable in relation to the services provided. The Council may also direct staff to make updates or modifications.

User and regulatory fees are established at the discretion of the City Council following a properly noticed public hearing to consider the adoption of new or revised fees.

About the Citywide User and Regulatory Fee Study

User and regulatory fees are generally imposed in response to an individual's specific action, request, or activity. Except in cases where a significant public benefit results from the City's involvement, these fees ensure that the individual or entity requesting the service bears most, if not all, of the associated cost. When a fee is designed for full cost recovery (100%), the individual pays the entire cost of the service. Conversely, when a fee targets less than full cost recovery, another City revenue source—typically the General Fund—subsidizes the activity.

Industry best practice and California statute are in harmony: User and regulatory fees should be set according to the estimated reasonable cost of service and should bear a fair and reasonable relationship to the payer's burdens on, or benefits received from, the activities and/or services provided by the City.

Ongoing review and adjustment of fees provides multiple benefits, including:

- Increasing the availability of General Fund revenues to be used for services and activities available to all Brawley residents and businesses, such as public safety services.
- Keeping pace with general cost inflation.
- Avoiding fee spikes that are more likely to occur when municipalities leave fees unchanged for a multi-year period.

4a

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

<u>Items Examined in this Study</u>
This study specifically examined fee categories including, but not limited to:

- Building Fees: such as permitting of new construction or modifications to existing structures
- Planning Fees: such as entitlement review and review for compliance with the zoning code
- Land Development Engineering Fees: such as review and inspection of requests for subdivision and grading
- Encroachment Permit Fees: for work or activities conducted in the City right-of-way
- Fire Fees: for review of construction and specialized operations for compliance with fire code
- Police Fees: for specialized services provided such as vehicle releases and report delivery
- Recreation and Reserved Facility Use Fees: such as reservation fees for exclusive use of City facilities.

<u>Items Not Examined in this Study</u>
This study specifically *excluded* examination of the following:

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

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

<u>General Findings and Recommendations</u>
Summarized in the following section by broad fee category, are outcomes and proposals that may be of particular interest to City leaders and policymakers.

- <u>Guiding Principles and Factors Considered for Recommended Fees</u>
    - 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.

4a

- 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.
    - 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 funded by the General Fund, representing highly subsidized community 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 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.

4a

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

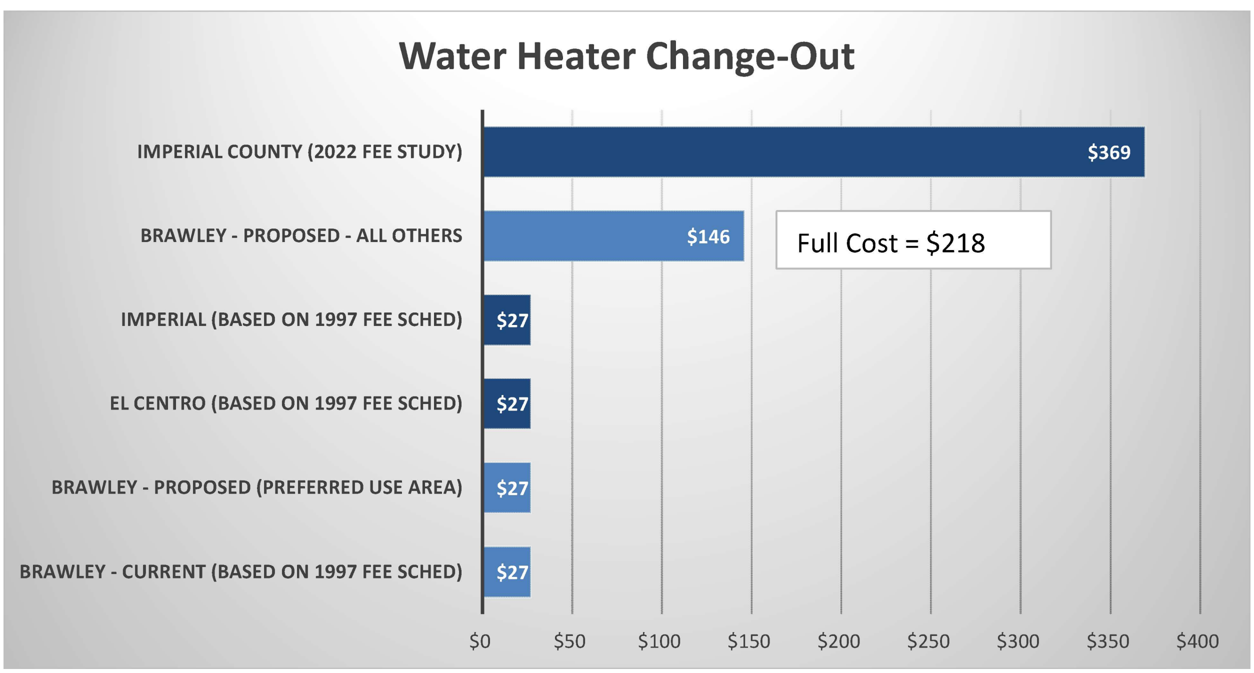
Fee Comparison Information

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.

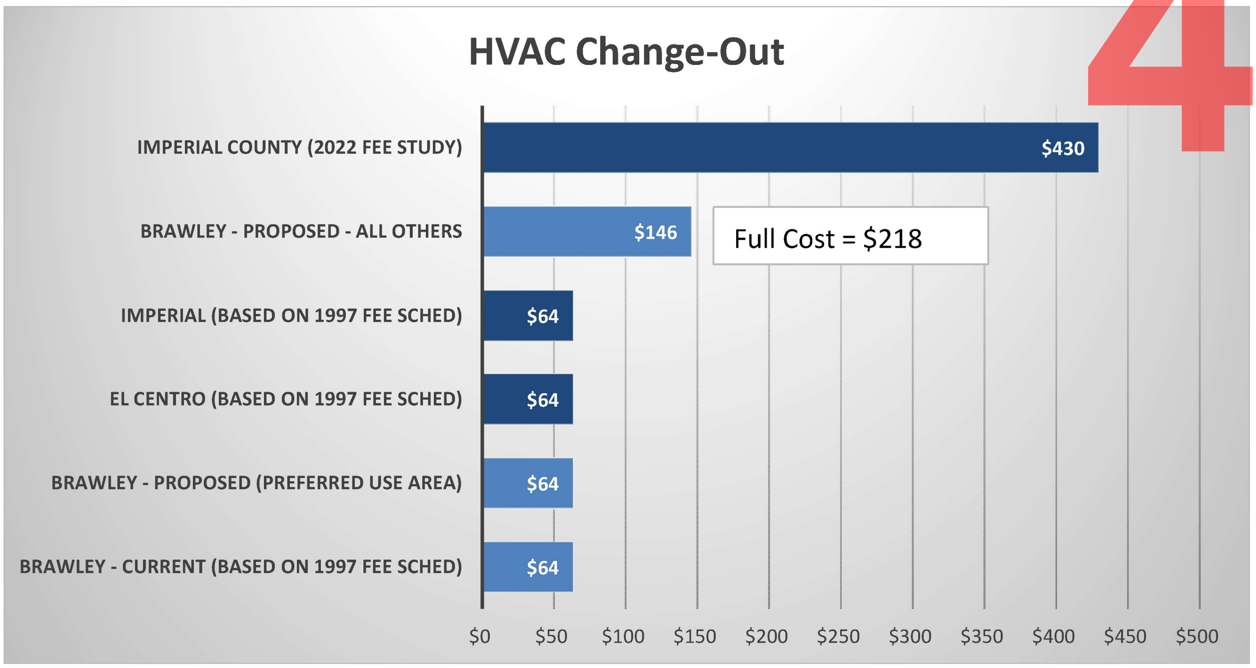
In order to provide the City Council with additional information as it considers potential adjustments to fees, current and proposed fees were compared to amounts collected by other agencies. For sampling purposes, the fee comparison examined fees for:

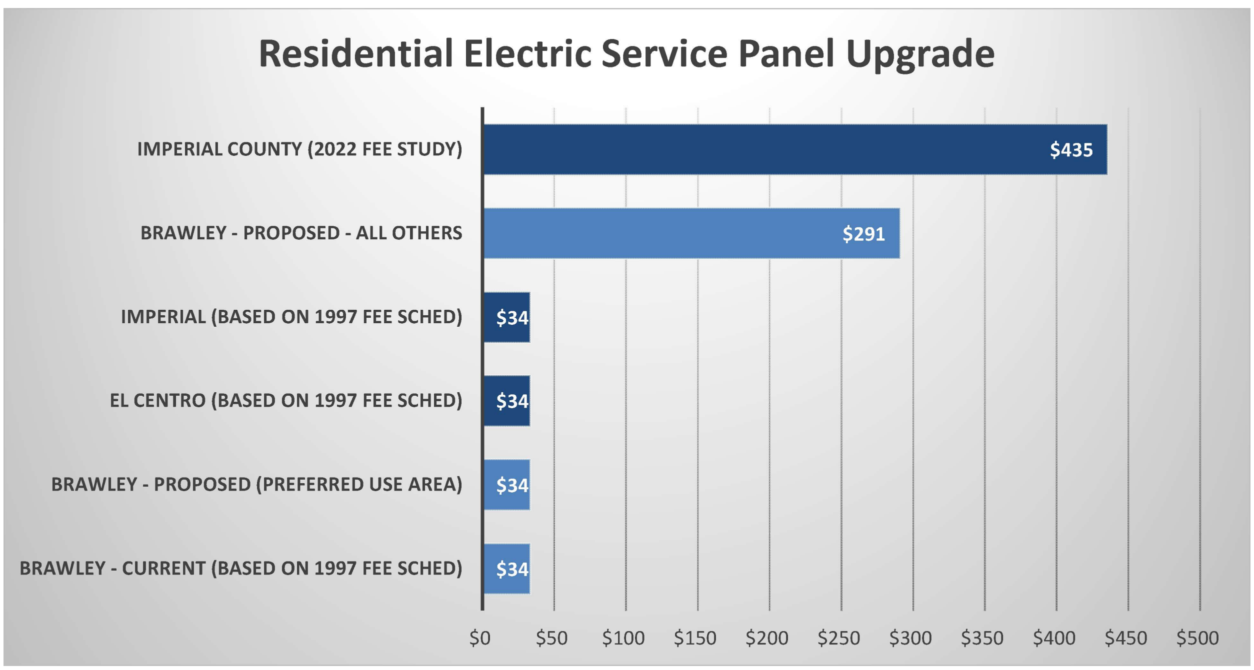
- City of El Centro
- City of Imperial
- Imperial County

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 following charts:

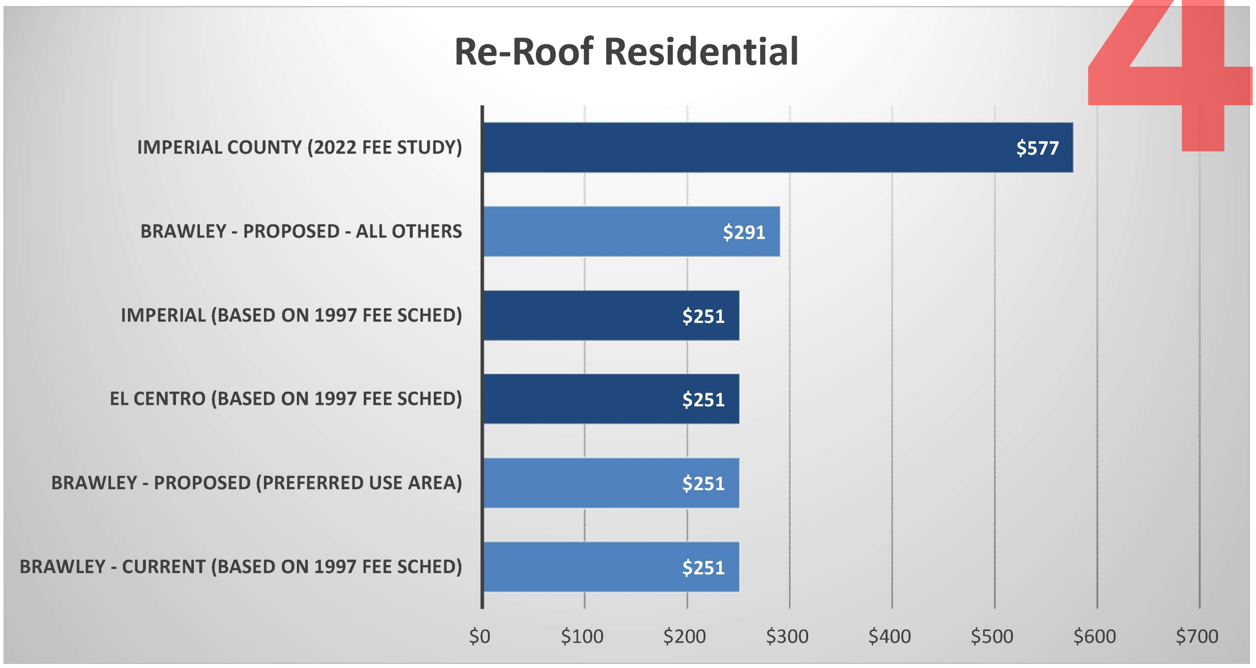


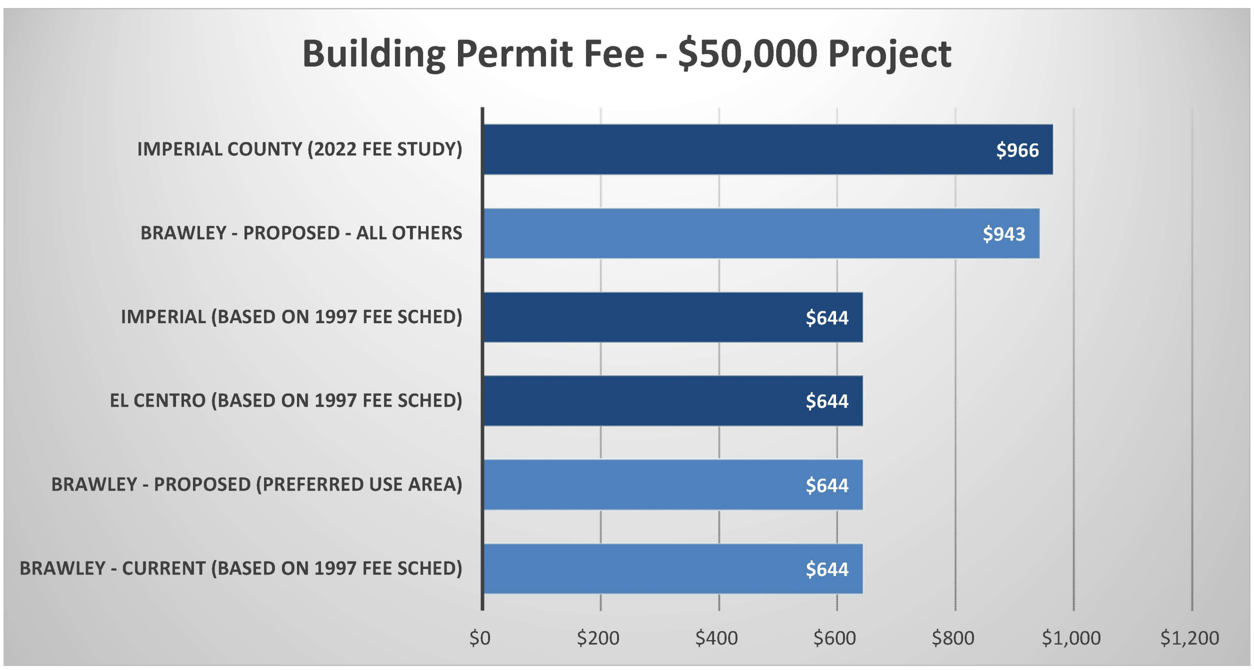
4a


HVAC Change-Out
IMPERIAL COUNTY (2022 FEE STUDY)
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (BASED ON 1997 FEE SCHED)
EL CENTRO (BASED ON 1997 FEE SCHED)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT (BASED ON 1997 FEE SCHED)
$430
$146
Full Cost = $218
$64
$64
$64
$64
$0
$50
$100
$150
$200
$250
$300
$350
$400
$450
$500

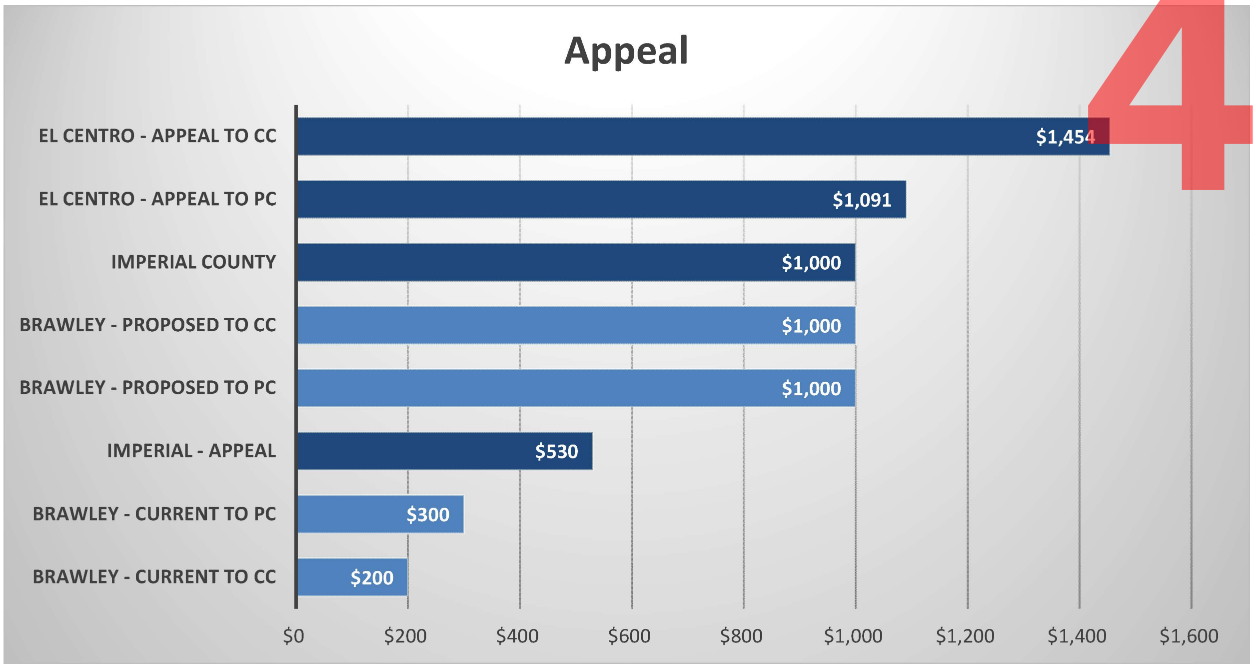

Residential Electric Service Panel Upgrade
IMPERIAL COUNTY (2022 FEE STUDY)
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (BASED ON 1997 FEE SCHED)
EL CENTRO (BASED ON 1997 FEE SCHED)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT (BASED ON 1997 FEE SCHED)
$435
$291
$34
$34
$34
$34
$0
$50
$100
$150
$200
$250
$300
$350
$400
$450
$500

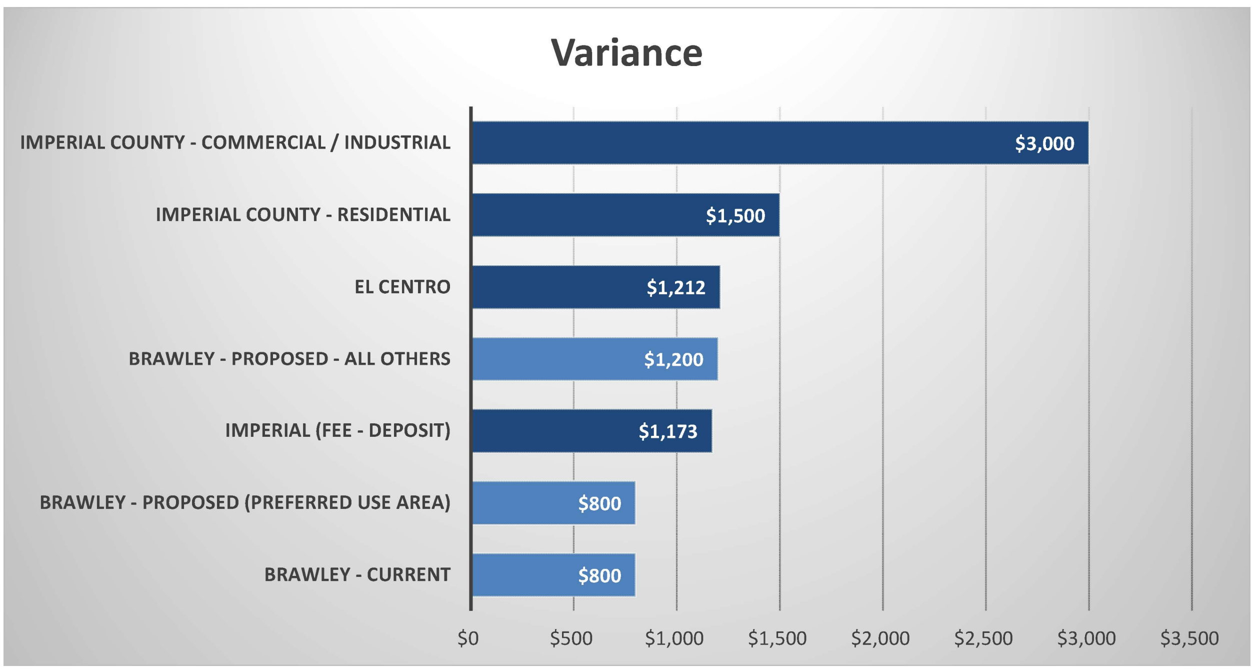
4a


Re-Roof Residential
IMPERIAL COUNTY (2022 FEE STUDY)
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (BASED ON 1997 FEE SCHED)
EL CENTRO (BASED ON 1997 FEE SCHED)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT (BASED ON 1997 FEE SCHED)
$577
$291
$251
$251
$251
$251
$0
$100
$200
$300
$400
$500
$600
$700

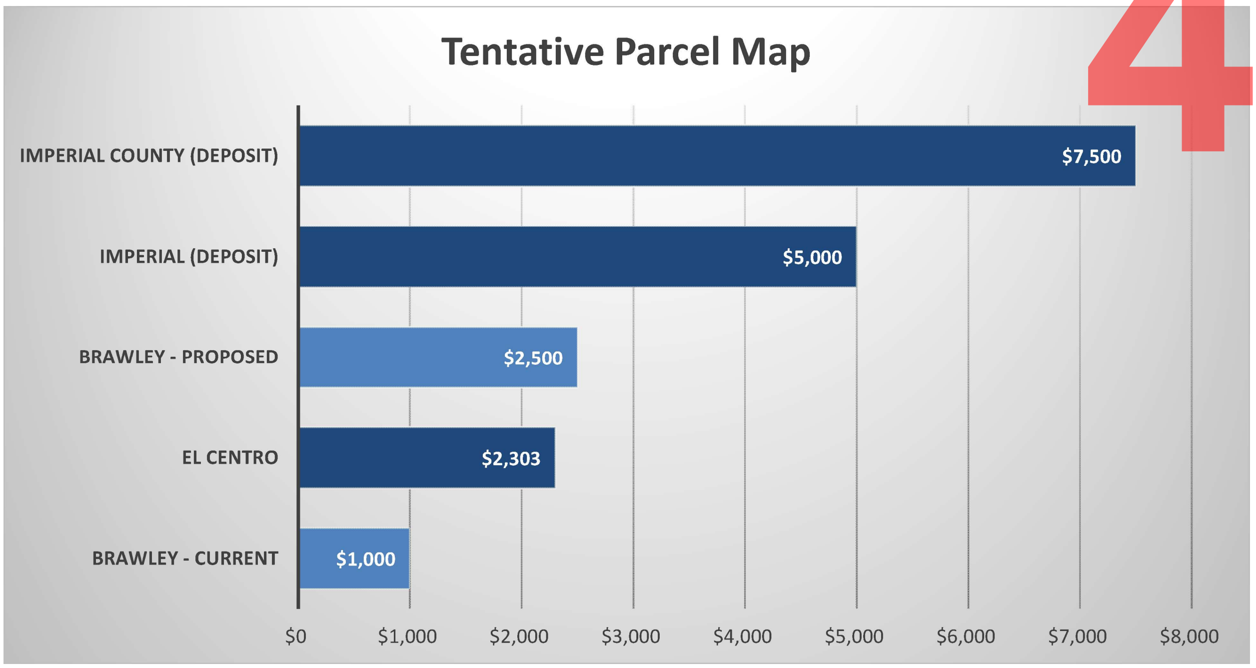

Building Permit Fee - $50,000 Project
IMPERIAL COUNTY (2022 FEE STUDY)
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (BASED ON 1997 FEE SCHED)
EL CENTRO (BASED ON 1997 FEE SCHED)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT (BASED ON 1997 FEE SCHED)
$966
$943
$644
$644
$644
$644
$0
$200
$400
$600
$800
$1,000
$1,200

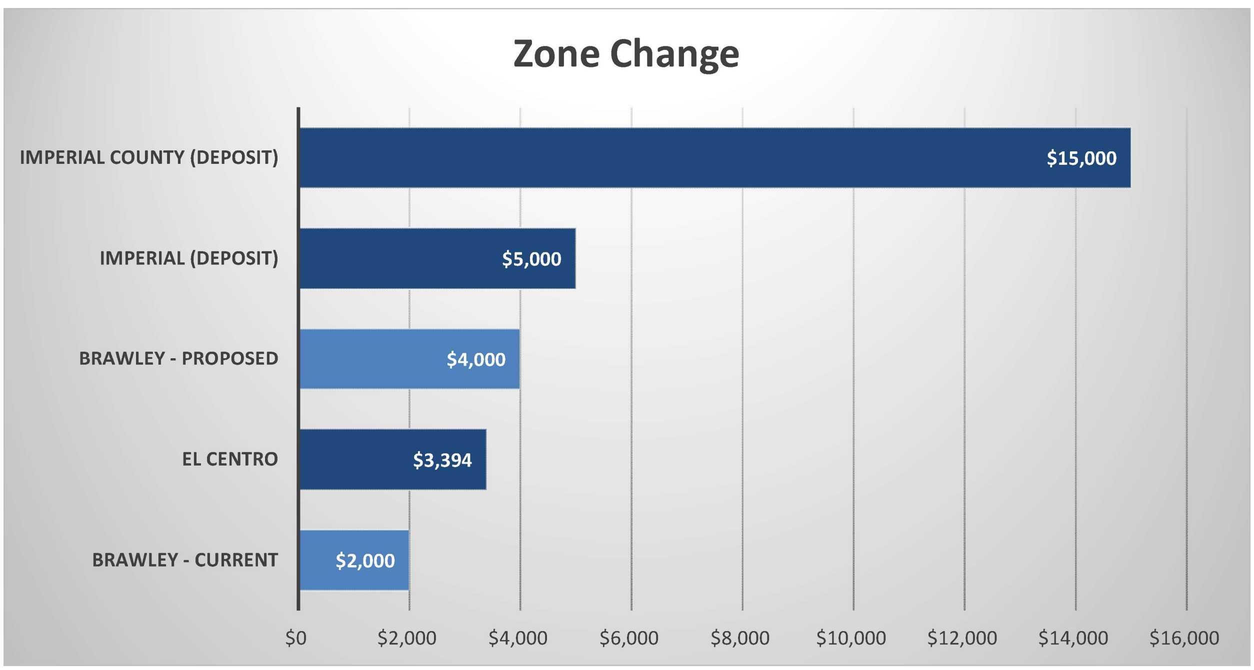
4a


Appeal
EL CENTRO - APPEAL TO CC
EL CENTRO - APPEAL TO PC
IMPERIAL COUNTY
BRAWLEY - PROPOSED TO CC
BRAWLEY - PROPOSED TO PC
IMPERIAL - APPEAL
BRAWLEY - CURRENT TO PC
BRAWLEY - CURRENT TO CC
$1,454
$1,091
$1,000
$1,000
$1,000
$530
$300
$200
$0
$200
$400
$600
$800
$1,000
$1,200
$1,400
$1,600


Variance
IMPERIAL COUNTY - COMMERCIAL / INDUSTRIAL
IMPERIAL COUNTY - RESIDENTIAL
EL CENTRO
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (FEE - DEPOSIT)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT
$3,000
$1,500
$1,212
$1,200
$1,173
$800
$800
$0
$500
$1,000
$1,500
$2,000
$2,500
$3,000
$3,500

4a


Tentative Parcel Map
IMPERIAL COUNTY (DEPOSIT)
$7,500
IMPERIAL (DEPOSIT)
$5,000
BRAWLEY - PROPOSED
$2,500
EL CENTRO
$2,303
BRAWLEY - CURRENT
$1,000
$0
$1,000
$2,000
$3,000
$4,000
$5,000
$6,000
$7,000
$8,000


Zone Change
IMPERIAL COUNTY (DEPOSIT)
$15,000
IMPERIAL (DEPOSIT)
$5,000
BRAWLEY - PROPOSED
$4,000
EL CENTRO
$3,394
BRAWLEY - CURRENT
$2,000
$0
$2,000
$4,000
$6,000
$8,000
$10,000
$12,000
$14,000
$16,000

On-Going Annual Inflationary Adjustments for Fees
The City anticipates that it will comprehensively examine fees every three to five years. In the years between studies, staff has proposed an annual inflationary adjustment to fees based on the annual change in regional cost inflation (CPI). If the CPI does not change or decreases in any given year, no change shall be made to the user fee schedule applicable that year.

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

Implementation of the Fees

If the proposed fees and findings presented as part of this study meet City Council's expectations, a Public Hearing will be scheduled for November 18, 2025, to consider adoption of the new fees by resolution. If adopted, the new fees will take effect on February 1, 2026, allowing sufficient time for City staff and the Finance Department to update forms, systems, and related processes. The implementation period is estimated to take 30 to 60 days to ensure a smooth transition to the updated fee schedule.

FISCAL IMPACT:

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.

ALTERNATIVES:

City Council alternatives include:

1) Adopt the fee study and updated Master Fee Schedule as presented.
2) Continue the Public Hearing to a future date to allow additional review.
3) Reject the fee study and maintain existing fees (not recommended due to continued structural subsidy)

ATTACHMENTS:

1) Citywide User & Regulatory Fee Study (Final Report)
2) Resolution No. 2025 -XXX – Adoption of the Updated Master Fee Schedule
3) Proposed Master Fee Schedule
4) Public Notice of Hearing

REPORT COORDINATED WITH (other than the person preparing the staff report):

Input for the completion of the study and development of the proposed fees was obtained from all City Department Heads, most Division Managers, City staff, and the City Manager. Their collaboration ensured that the study accurately reflects current operations, service levels, and cost recovery objectives across all departments.

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency	Status – Date of Status
Rebecca Terrazas-Baxter, City Manager	Approved – 11/21/2025
Silvia Luna, Finance Director	Approved – 11/20/2025

4a

RESOLUTION NO 2025-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA, UPDATING AND ESTABLISHING VARIOUS USER AND REGULATORY FEES

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

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

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

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

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

WHEREAS, the City Council desires that annually the City Manager, or City Manager designee may update the fees by an amount not to exceed the prior year annual percentage change in the Consumer Price Index All Urban Consumers, Los Angeles-Long Beach-Anaheim, CA (CPI). If the CPI does not change or goes down in a given year, no change shall be made to the fee schedule that year; and

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

WHEREAS, the establishment or revision of fees pursuant to this Resolution is exempt from environmental review under Public Resources Code Section 21080(b)(8) of the California Environmental Quality Act, which provides an exemption for the establishment or modification of charges by public agencies which the public agency finds are for the purpose of meeting operating expenses.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brawley, California, as follows:

1. The City's User and Regulatory Fees are amended as outlined in "Exhibit A" attached hereto. Updated fees will be effective February 1, 2026.

APPROVED, PASSED, AND ADOPTED at a regular meeting of the Brawley City Council held on December 2, 2025, by the following vote:

AYES:
NAYES:
ABSTAIN:
ABSENT:

4a.1

CITY OF BRAWLEY, CALIFORNIA

____

Gil Rebollar, Mayor

ATTEST:

____

Ana Gutierrez, City Clerk

I, ANA GUTIERREZ, City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Resolution No. 2025- was passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 2nd day of December and that it was so adopted by the following roll call vote:

AYES:
NAYES:
ABSTAIN:
ABSENT:

DATED: December 2, 2025

____

Ana Gutierrez, City Clerk

"Exhibit A"

4a.1

4a.2

CITY OF BRAWLEY

USER AND REGULATORY FEE STUDY

OCTOBER 2025

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

CONTENTS

4a.2

REPORTING

APPENDIX

clearsource FINANCIAL CONSULTING

4a.2

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,

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.

4a.2

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

4a.2

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.

4a.2

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.

4a.2

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 the 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.

4a.2

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**.

4a.2

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

COST OF SERVICE ANALYSIS | Process and Methods	
1 | ANNUAL LABOR TIME	➲ Identify annual hours spent providing fee services for each participating division ➲ Information is developed and tested using a combination of interviews, questionnaires, historical project information, and historical revenue information
2 | ANNUAL EXPENDITURES	➲ Identify annual cost of providing fee services for each participating division ➲ Information is developed and tested using a combination of information found in the City's adopted budget, expenditure history, and the overhead cost plan.
3 | FULLY BURDENED HOURLY RATES	➲ Calculate the estimated fully burdened hourly rate using information from Steps 1 and 2 *Annual Cost ÷ Annual Hours = Hourly Rate*
4 | SERVICE/ACTIVITY LABOR TIME	➲ Estimate labor time required to process individual request for service ➲ Information is developed and tested using a combination of interviews, questionnaires, commonly used measures, and information developed in Step 1
5 | UNIT COST OF SERVICE	➲ Calculate the estimated cost of service using information from Steps 3 and 4 *Hourly Rate x Labor Hours = Unit Cost of Service*
6 | CURRENT COST RECOVERY	➲ Calculate current cost recovery level for a specific service *Current Fee ÷ Unit Cost of Service = Current Cost Recovery*
7 | TARGETED COST RECOVERY	➲ Use laws, industry standards, goals and policies, and historical trends to determine targeted cost recovery *Proposed Fee ÷ Unit Cost of Service = Targeted Cost Recovery*
8 | TEST FOR REASONABLENESS	➲ Test to confirm forecast revenue from fees will not exceed program costs ➲ Use historical permit volume and proposed fees to forecast anticipated revenue from fees ➲ Forecasted revenues should not exceed program costs

4a.2

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.

4a.2

APPENDIX I

FEE COMPARISON

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

4a.2

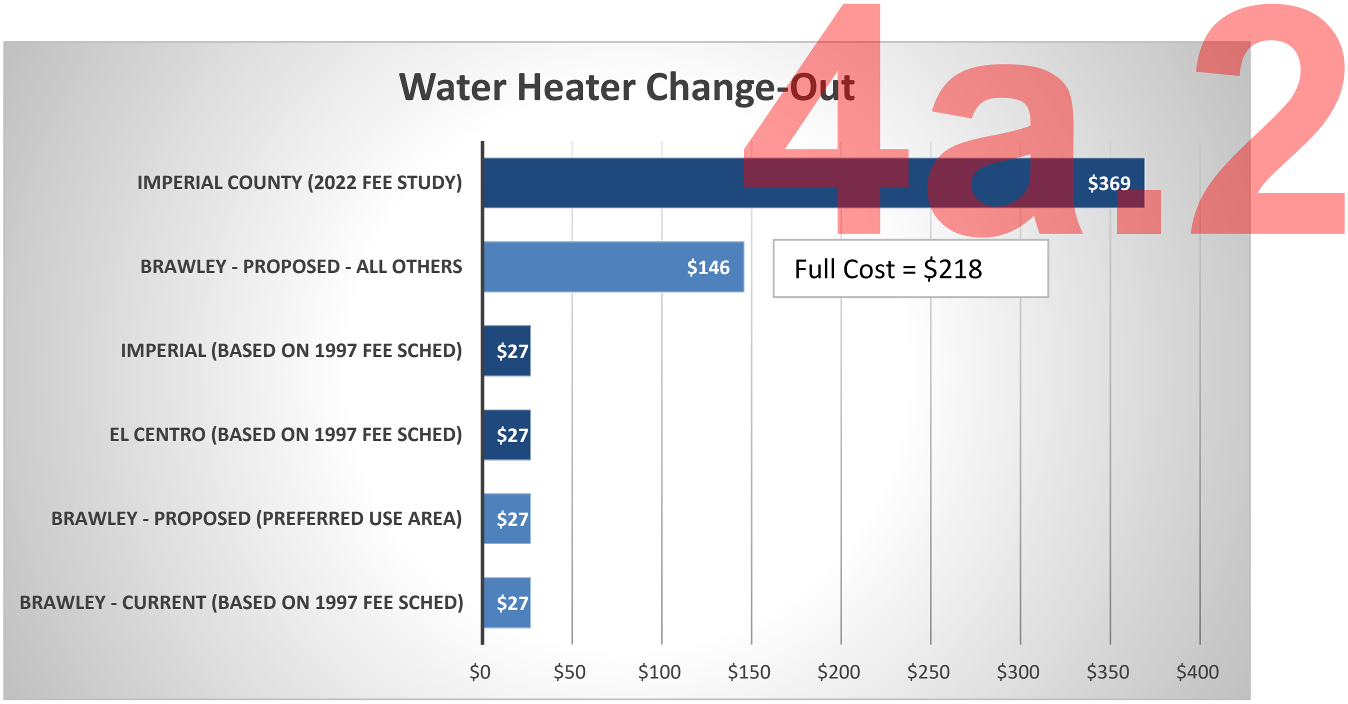
REGIONAL FEE COMPARISON

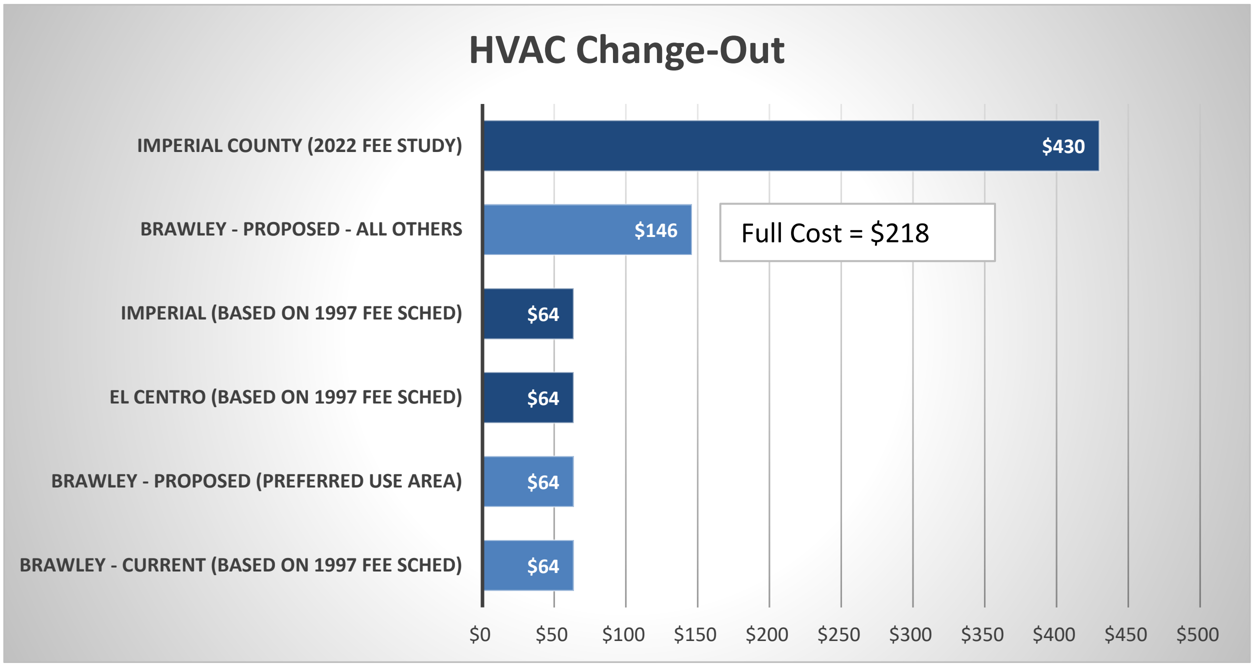
Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions.

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:

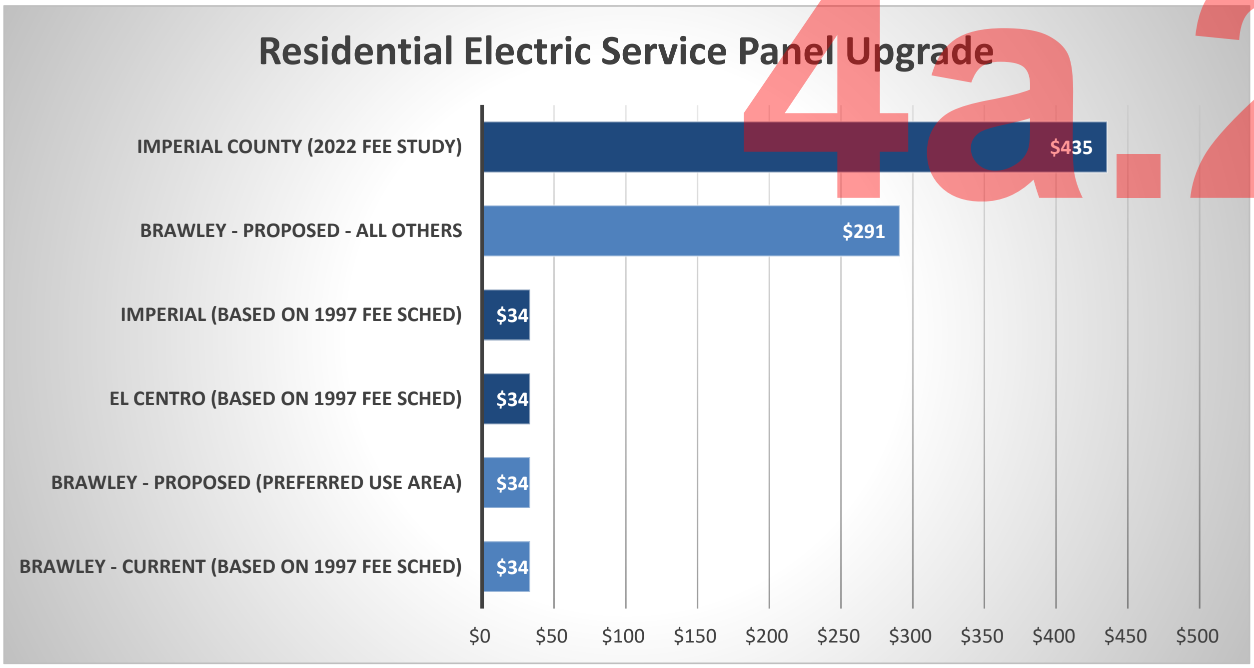
- City of El Centro
- City of Imperial
- Imperial County

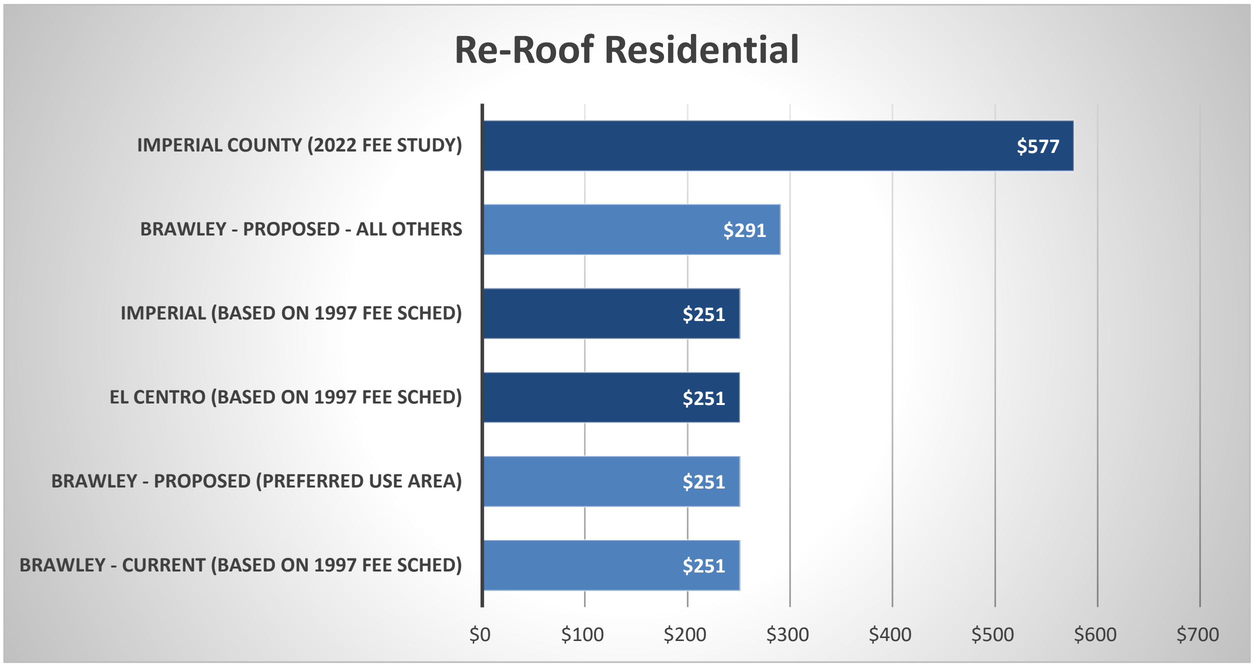
The City of Brawley, consistent with other cities throughout the State, has an existing fee schedule that contemplates hundreds of potential unique requests for service. Consequently, an exhaustive comparison of all scenarios is unrealistic. Instead, comparison information for several targeted fee categories (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.


4a.2
Water Heater Change-Out
IMPERIAL COUNTY (2022 FEE STUDY)
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (BASED ON 1997 FEE SCHED)
EL CENTRO (BASED ON 1997 FEE SCHED)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT (BASED ON 1997 FEE SCHED)
$369
$146
Full Cost = $218
$27
$27
$27
$27
$0
$50
$100
$150
$200
$250
$300
$350
$400

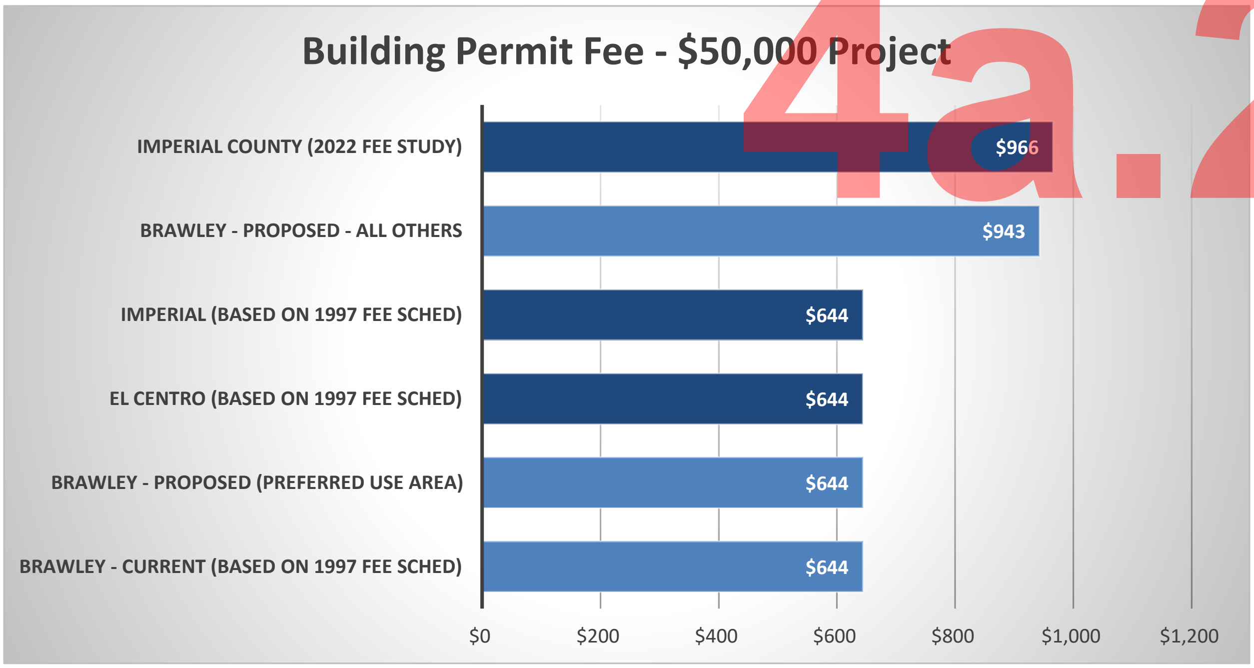

HVAC Change-Out
IMPERIAL COUNTY (2022 FEE STUDY)
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (BASED ON 1997 FEE SCHED)
EL CENTRO (BASED ON 1997 FEE SCHED)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT (BASED ON 1997 FEE SCHED)
$430
$146
Full Cost = $218
$64
$64
$64
$64
$0
$50
$100
$150
$200
$250
$300
$350
$400
$450
$500

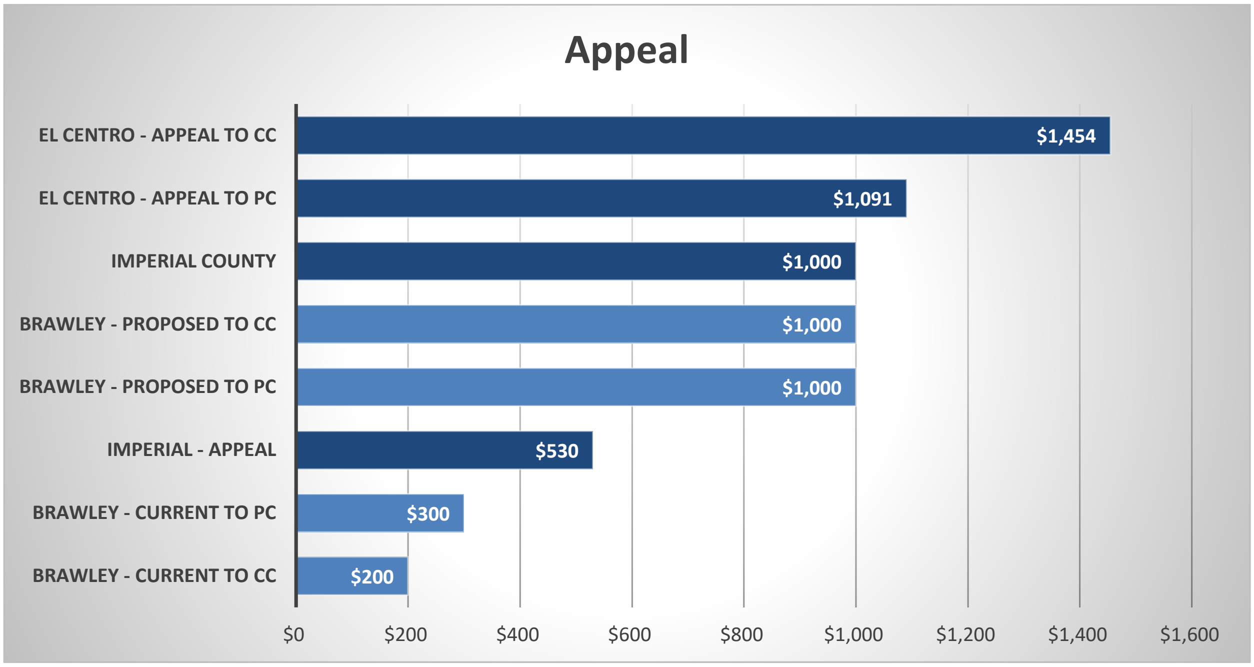
4a.2


Residential Electric Service Panel Upgrade
IMPERIAL COUNTY (2022 FEE STUDY)
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (BASED ON 1997 FEE SCHED)
EL CENTRO (BASED ON 1997 FEE SCHED)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT (BASED ON 1997 FEE SCHED)
$435
$291
$34
$34
$34
$34
$0
$50
$100
$150
$200
$250
$300
$350
$400
$450
$500

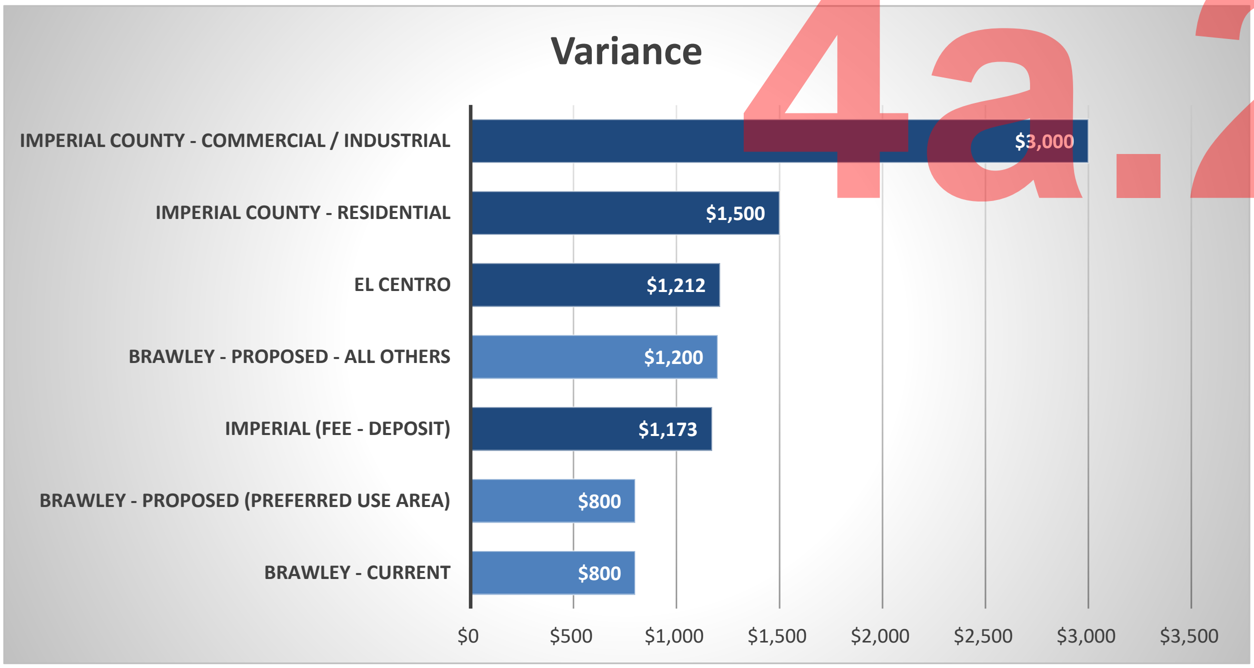

Re-Roof Residential
IMPERIAL COUNTY (2022 FEE STUDY)
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (BASED ON 1997 FEE SCHED)
EL CENTRO (BASED ON 1997 FEE SCHED)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT (BASED ON 1997 FEE SCHED)
$577
$291
$251
$251
$251
$251
$0
$100
$200
$300
$400
$500
$600
$700

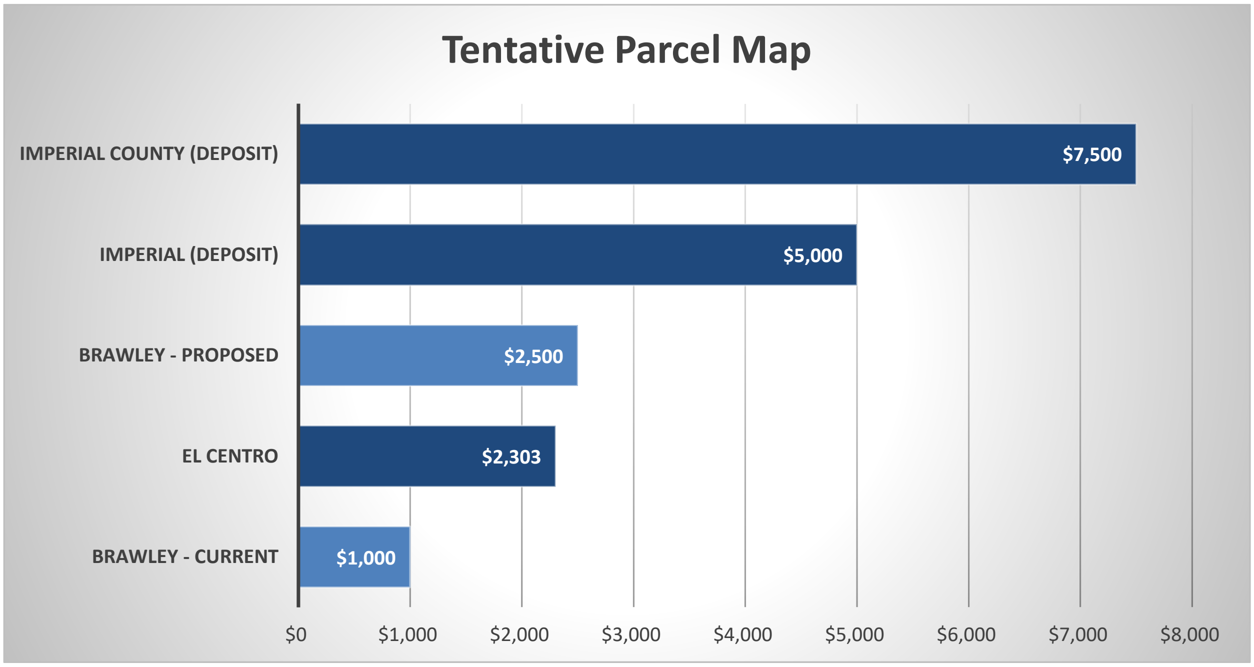
4a.2

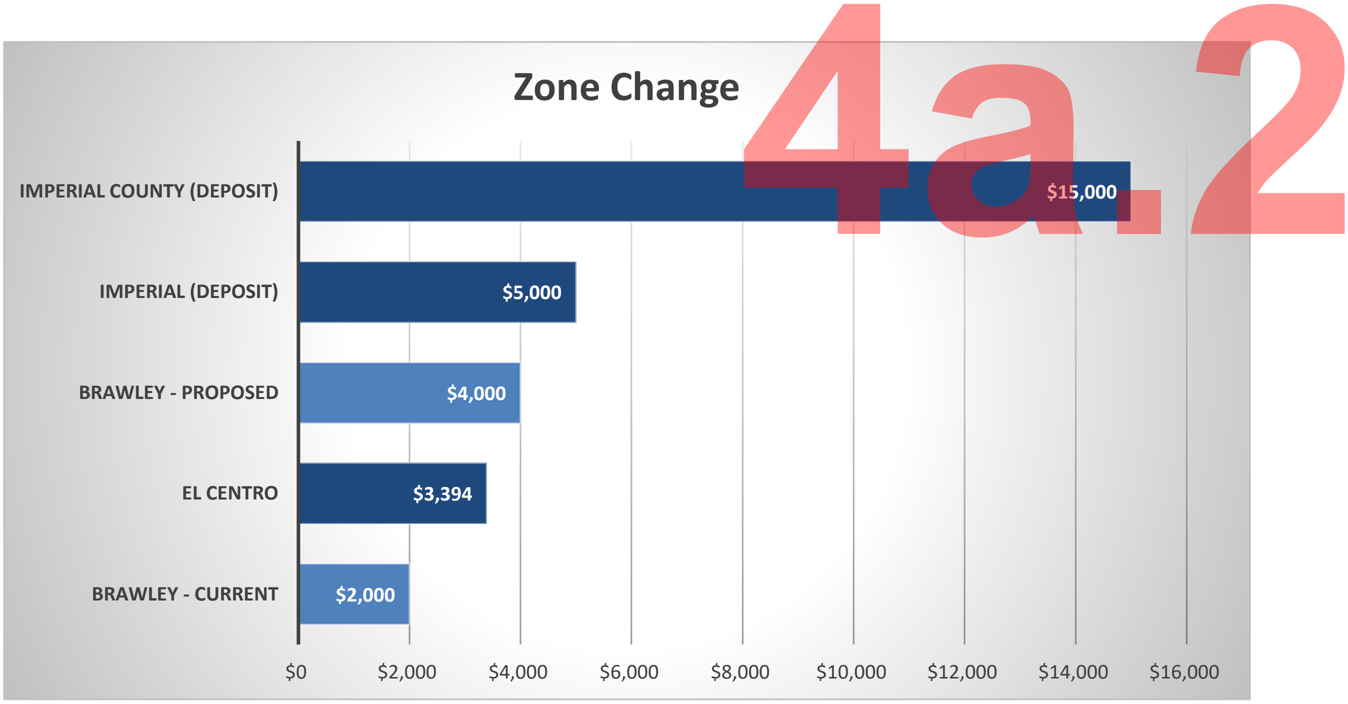

Building Permit Fee - $50,000 Project
IMPERIAL COUNTY (2022 FEE STUDY)
BRAWLEY - PROPOSED - ALL OTHERS
IMPERIAL (BASED ON 1997 FEE SCHED)
EL CENTRO (BASED ON 1997 FEE SCHED)
BRAWLEY - PROPOSED (PREFERRED USE AREA)
BRAWLEY - CURRENT (BASED ON 1997 FEE SCHED)
$966
$943
$644
$644
$644
$644
$0
$200
$400
$600
$800
$1,000
$1,200


Appeal
EL CENTRO - APPEAL TO CC
EL CENTRO - APPEAL TO PC
IMPERIAL COUNTY
BRAWLEY - PROPOSED TO CC
BRAWLEY - PROPOSED TO PC
IMPERIAL - APPEAL
BRAWLEY - CURRENT TO PC
BRAWLEY - CURRENT TO CC
$1,454
$1,091
$1,000
$1,000
$1,000
$530
$300
$200
$0
$200
$400
$600
$800
$1,000
$1,200
$1,400
$1,600

4a.2


Variance
IMPERIAL COUNTY - COMMERCIAL / INDUSTRIAL
$3,000
IMPERIAL COUNTY - RESIDENTIAL
$1,500
EL CENTRO
$1,212
BRAWLEY - PROPOSED - ALL OTHERS
$1,200
IMPERIAL (FEE - DEPOSIT)
$1,173
BRAWLEY - PROPOSED (PREFERRED USE AREA)
$800
BRAWLEY - CURRENT
$800
$0
$500
$1,000
$1,500
$2,000
$2,500
$3,000
$3,500


Tentative Parcel Map
IMPERIAL COUNTY (DEPOSIT)
$7,500
IMPERIAL (DEPOSIT)
$5,000
BRAWLEY - PROPOSED
$2,500
EL CENTRO
$2,303
BRAWLEY - CURRENT
$1,000
$0
$1,000
$2,000
$3,000
$4,000
$5,000
$6,000
$7,000
$8,000


Zone Change
IMPERIAL COUNTY (DEPOSIT)
$15,000
IMPERIAL (DEPOSIT)
$5,000
BRAWLEY - PROPOSED
$4,000
EL CENTRO
$3,394
BRAWLEY - CURRENT
$2,000
$0
$2,000
$4,000
$6,000
$8,000
$10,000
$12,000
$14,000
$16,000
4a.2

4a.2

APPENDIX II

COST OF SERVICE ANALYSIS

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

4a.2

Cost of Service Analysis

4a.2

City of Brawley
Cost of Service Analysis

4a.2

User and Regulatory Fees

Cost of Service Calculations

Building Fees

4a.2

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.

4a.2

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 Equipme	$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%	

4a.2

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

4a.2

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

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.

4a.2

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.

4a.2

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.

4a.2

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%		

4a.2

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.

4a.2

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%	

4a.2

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.

4a.2

<u>User and Regulatory Fees</u>

Cost of Service Calculations

Engineering Fees

4a.2

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 Directo	$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

4a.2

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 Equipme	$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	

4a.2

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

4a.2

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

4a.2

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

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.

4a.2

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]

4a.2

	Fee Description	Service Time		Hourly Rate		Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note
	Grading											
7	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]

4a.2

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
	Inspection Fees											
20	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%			
	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%			
21	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]

4a.2

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
	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	$149	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.

4a.2

User and Regulatory Fees

Cost of Service Calculations

Planning Fees

4a.2

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 Directo	$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.

4a.2

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 Equipme	$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	

4a.2

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

4a.2

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

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.

4a.2

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
	Addressing											
1	Address Verification Assignments / Re-assignments	8.00	x	$156	=	$1,248	n/a - new	0%	$250	20%		
	Appeal											
2	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%		
	Extension											
4	Time Extension	2.50	x	$156	=	$390	$200	51%	$300	77%		
	California Environmental Quality Act (CEQA)											
5	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]
	Variance											
10	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%		
	General Plan Amendment / Zone Change (ZC)											
11	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%		
	Similar Use Determination											
13	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
	Site Plan Review											
14	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											
	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%		

4a.2

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~~					

4a.2

User and Regulatory Fees

Cost of Service Calculations

Finance Fees

4a.2

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]

4a.2

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.

4a.2

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

		Service Time				Hourly Rate			Cost of Service							
	Fee Description	Finance	Police / Fire / Dev Svcs	Total		Finance	Police / Fire / Dev Svcs		Finance	Police / Fire / Dev Svcs	Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
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.

4a.2

User and Regulatory Fees

Cost of Service Calculations

Film and Commercial Photography Permit Fees

4a.2

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.

4a.2

User and Regulatory Fees

Cost of Service Calculations

Fire Fees

4a.2

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.

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

4a.2

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%		

4a.2

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 Equipme	$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	

4a.2

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	

4a.2

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

Allocation of Citywide Overhead

		Fire Operations		Fire Prevention		
Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Mod Op Exp	Allocation of C'wide OH	Notes
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.

4a 2

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

		Service Time						Cost of Service					Proposed Fee					
	Fee Description	Plan Review	Permit Inspection	Total		Hourly Rate		Plan Review	Permit Inspection	Total	Current Fee	Current Cost Recovery	Plan Review	Permit Inspection	Total	Proposed Cost Recovery	Charge Basis	Notes
	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%		
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%		[a]
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) 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%		[a]
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%		

4a2

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

		Service Time						Cost of Service					Proposed Fee					
	Fee Description	Plan Review	Permit Inspection	Total		Hourly Rate		Plan Review	Permit Inspection	Total	Current Fee	Current Cost Recovery	Plan Review	Permit Inspection	Total	Proposed Cost Recovery	Charge Basis	Notes
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%		

4a 2

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

		Service Time						Cost of Service					Proposed Fee					
	Fee Description	Plan Review	Permit Inspection	Total		Hourly Rate		Plan Review	Permit Inspection	Total	Current Fee	Current Cost Recovery	Plan Review	Permit Inspection	Total	Proposed Cost Recovery	Charge Basis	Notes
	Inspection Fees																	
40	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	

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

		Service Time						Cost of Service					Proposed Fee					
	Fee Description	Plan Review	Permit Inspection	Total		Hourly Rate		Plan Review	Permit Inspection	Total	Current Fee	Current Cost Recovery	Plan Review	Permit Inspection	Total	Proposed Cost Recovery	Charge Basis	Notes
	Other																	
53	Weed Abatement																	
	a) Administrative Fee		1.50	1.50	x	$154	=		$231	$231	varies	varies		$229	$229	99%	Per Issuance	
	b) Contractor Fee					varies					varies	varies			Pass-Through	100%	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)										n/a - new	0%			5%		% 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:																	
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.

4a.2

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

4a.2

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%		

4a.2

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 Equipme	$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	

4a.2

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

Allocation of Citywide Overhead

		Fire Operations		Fire Prevention		
Description	C'wide OH Rate	Mod Op Exp	Allocation of C'wide OH	Mod Op Exp	Allocation of C'wide OH	Notes
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.

4a.2

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	

4a.2

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.

4a.2

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	

4a.2

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 Equipme	$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%	

4a.2

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

4a.2

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.

4a.2

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

	Fee Description	Service Time				Hourly Rate			Cost of Service							
		Sworn	Non-Sworn	Total		Sworn	Non-Sworn		Sworn	Non-Sworn	Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
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%	

4a.2

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

	Fee Description	Service Time				Hourly Rate			Cost of Service							
		Sworn	Non-Sworn	Total		Sworn	Non-Sworn		Sworn	Non-Sworn	Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
9	Copy of Report/Citation/Log Entry		0.33	0.33	x	$125	$78	=	$0	$26	$26	$11	42%	$20	77%	
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		[a]
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: Sworn	Service Time: Non-Sworn	Service Time: Total	Hourly Rate: Sworn	Hourly Rate: Non-Sworn	Cost of Service: Sworn	Cost of Service: Non-Sworn	Cost of Service: Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
	Items Removed from Schedule													
~~1~~	~~Response - Loud Noise Complaint~~									~~$65~~				
~~2~~	~~Tow Company Annual Inspection~~									~~$35~~				
~~3~~	~~Traffic/Parking Control Request (Up to 3 hours)~~									~~$745~~				

4a.2

4a.2

User and Regulatory Fees

Cost of Service Calculations

Animal Control Fees

4a.2

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.

4a.2

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%	

4a.2

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

4a.2

	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~~	

4a.2

User and Regulatory Fees

Cost of Service Calculations

Recreation and Facility Rental Fees

4a.2

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

		Current Fee							Proposed Fee								
	Fee Description	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	Charge Basis	Notes
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	

4a.2

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

		Current Fee						Proposed Fee							
Fee Description		Number of Guards	Group 1	Group 2	Group 3	Group 4	Deposit	Number of Guards	Group 1	Group 2	Group 3	Group 4	Deposit	Charge Basis	Notes
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	

4a.2

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

		Current Fee					Proposed Fee						
Fee Description		Group 1	Group 2	Group 3	Group 4	Group 5	Group 1	Group 2	Group 3	Group 4	Group 5	Charge Basis	Notes
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	

4a.2

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	

4a.2

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	

4a.2

User and Regulatory Fees

Cost of Service Calculations

Utility Services Fees

4a.2

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.

4a.2

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 Equipme	$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%	

4a.2

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.

4a.2

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 Ocurrence				n/a - new	0%	$315			
	b) 2nd Ocurrence, 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.

4a.2

<u>User and Regulatory Fees</u>

Cost of Service Calculations

Airport Services Fees

4a.2

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.

4a.2

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 Equipme	$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]

4a.2

City of Brawley
User and Regulatory Fee Study
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

4a.2

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 Hanger				$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			

4a.3

Schedule of Current Fees, Proposed Fees and Proposed Cost Recovery

City of Brawley

Schedule of Current Fees, Proposed Fees and Proposed Cost Recovery

4a.3

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

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

Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Note	CPI
1 HVAC Change-Out - Residential	varies	$145	$73	50%	[a]	Y
2 Water Heater Change-Out - Residential	varies	$145	$73	50%	[a]	Y
3 Line Repair - Sewer/Water/Gas/ Ventilation/Repipe	varies	$218	$218	100%		Y
4 Re-Roof - Residential (without calculations)	varies	$218	$218	100%		Y
5 Siding - Residential	varies	$218	$218	100%		Y
6 Service Panel Upgrade - Residential	varies	$218	$218	100%		Y
7 Battery Backup Storage - Residential	varies	$145	$145	100%		Y
8 Electric Vehicle Charger - Residential	varies	$145	$145	100%		Y
9 Generator - Residential	varies	$145	$145	100%		Y
10 Rooftop Solar Permit - Residential	$0					
a) 15kW or less	varies	$326	$326	100%	[b]	Y
b) Above 15kW	varies		$450 base fee, plus $15 per kW for each kW above 15kW		[b]	N
11 Rooftop Solar Permit - Non-Residential						
a) 50kW or less	varies		$1,000		[b]	N
b) 50kW – 250kW	varies		$1,000 base fee, plus $7 per kW for each kW above 50kW up to 250kW		[b]	N
c) Above 250kW	varies		$2,400 base fee, plus $5 per kW for each kW above 250 kW		[b]	N
12 Ground-Mount Solar	varies	$290	$290	100%		Y
13 Swimming Pool/Spa Equipment Change-out Only	varies	$145	$145	100%		Y
14 Swimming Pool Replaster	varies	$218	$218	100%		Y
15 Residential Voluntary Seismic Retrofit	varies	$218	$218	100%		Y
16 Retaining Wall						
a) Wall Under 4' in height	varies	$290	$290	100%		Y
b) Wall Over 4' in height						
i) Up to 100 LF	varies	$580	$580	100%		Y
ii) Each Additional 100 LF	varies	$36	$36	100%		Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

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

Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Note	CPI
17 CMU Wall						
a) Wall Under 6' in height	varies	$290	$290	100%		Y
b) Wall Over 6' in height						
i) Up to 100 LF	varies	$580	$580	100%		Y
ii) Each Additional 100 LF	varies	$36	$36	100%		Y
18 Window / Door - Retrofit / Repair	varies	$145	$145	100%		Y
19 Fences Requiring a Building Permit	varies	$145	$145	100%		Y

[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

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

● Building Valuation shall be based on the higher of 1) the applicant's estimated valuation or 2) the most current Building Valuation as printed and published by the International Code Council. Building permit valuation shall include total value of the work for which a permit is being issued, such as electrical, gas, mechanical, plumbing equipment, and other permanent systems, including materials and labor. The final building permit valuation is intended to allow the City to recover its costs of applicant plan check, permit and inspection activities.

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

B. <u>Base Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Mechanical, Electrical, and/or Plumbing Permits Not Identified Elsewhere in This Fee Schedule</u>

Total Valuation			Current Permit Fee				
$1	to	$500	$23.50				
$501	to	$2,000	$23.50	for the first $500,000	plus	$3.05	for each add'l $100 or fraction thereof, to and including $2,000
$2,001	to	$25,000	$69.25	for the first $2,000	plus	$14.00	for each add'l $1,000 or fraction thereof, to and including $25,000
$25,001	to	$50,000	$391.25	for the first $25,000	plus	$10.10	for each add'l $1,000 or fraction thereof, to and including $50,000
$50,001	to	$100,000	$643.75	for the first $50,000	plus	$7.00	for each add'l $1,000 or fraction thereof, to and including $100,000
$100,001	to	$500,000	$993.75	for the first $100,000	plus	$5.60	for each add'l $1,000 or fraction thereof, to and including $500,000
$500,001	to	$1,000,000	$3,233.75	for the first $501,000	plus	$4.75	for each add'l $1,000 or fraction thereof, to and including $1,000,000
$1,000,001	and	up	$5,608.75	for the first $1,000,000	plus	$3.15	for each additional $1,000 or fraction thereof over $1,000,000

City of Brawley

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

● Building Valuation shall be based on the higher of 1) the applicant's estimated valuation or 2) the most current Building Valuation as printed and published by the International Code Council. Building permit valuation shall include total value of the work for which a permit is being issued, such as electrical, gas, mechanical, plumbing equipment, and other permanent systems, including materials and labor. The final building permit valuation is intended to allow the City to recover its costs of applicant plan check, permit and inspection activities.

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

B. <u>Preferred Use Projects - Base Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Mechanical, Electrical, and/or Plumbing Permits Not Identified Elsewhere in This Fee Schedule</u>

Total Valuation			Proposed Permit Fee					CPI
$1	to	$500	$23.50					Y
$501	to	$2,000	$23.50	for the first $2,000	plus	$3.05	for each add'l $100 or fraction thereof, to and including $2,000	Y
$2,001	to	$25,000	$69.25	for the first $2,000	plus	$14.00	for each add'l $1,000 or fraction thereof, to and including $25,000	Y
$25,001	to	$50,000	$391.25	for the first $25,000	plus	$10.10	for each add'l $1,000 or fraction thereof, to and including $50,000	Y
$50,001	to	$100,000	$643.75	for the first $50,000	plus	$7.00	for each add'l $1,000 or fraction thereof, to and including $100,000	Y
$100,001	to	$500,000	$993.75	for the first $100,000	plus	$5.60	for each add'l $1,000 or fraction thereof, to and including $500,000	Y
$500,001	to	$1,000,000	$3,233.75	for the first $500,000	plus	$4.75	for each add'l $1,000 or fraction thereof, to and including $1,000,000	Y
$1,000,001	and	up	$5,608.75	for the first $1,000,000	plus	$3.15	for each additional $1,000 or fraction thereof over $1,000,000	Y

For permits for new construction, additions, tenant improvements or residential remodels requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee

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

[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

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

4a.3

Determination of Valuation for Fee-Setting Purposes

● Building Valuation shall be based on the higher of 1) the applicant's estimated valuation or 2) the most current Building Valuation as printed and published by the International Code Council. Building permit valuation shall include total value of the work for which a permit is being issued, such as electrical, gas, mechanical, plumbing equipment, and other permanent systems, including materials and labor. The final building permit valuation is intended to allow the City to recover its costs of applicant plan check, permit and inspection activities.

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

B. <u>Base Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Mechanical, Electrical, and/or Plumbing Permits Not Identified Elsewhere in This Fee Schedule</u>

Total Valuation			Proposed Permit Fee					CPI
$1	to	$2,000	$72.50					Y
$2,001	to	$25,000	$217.50	for the first $2,000	plus	$15.76	for each add'l $1,000 or fraction thereof, to and including $25,000	Y
$25,001	to	$50,000	$580.00	for the first $25,000	plus	$14.50	for each add'l $1,000 or fraction thereof, to and including $50,000	Y
$50,001	to	$100,000	$942.50	for the first $50,000	plus	$10.15	for each add'l $1,000 or fraction thereof, to and including $100,000	Y
$100,001	to	$500,000	$1,450.00	for the first $100,000	plus	$7.98	for each add'l $1,000 or fraction thereof, to and including $500,000	Y
$500,001	to	$1,000,000	$4,640.00	for the first $500,000	plus	$6.96	for each add'l $1,000 or fraction thereof, to and including $1,000,000	Y
$1,000,001	and	up	$8,120.00	for the first $1,000,000	plus	$4.18	for each additional $1,000 or fraction thereof over $1,000,000	Y

For permits for new construction, additions, tenant improvements or residential remodels requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee

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

Reduced Fees

1) Permit fees for residential HVAC and Water Heater change-outs are reduced. Reduced amounts are listed in Section A of this Schedule.

2) Building permit fees for construction of affordable living units, beyond inclusionary housing requirement, shall be reduced by 25% from amounts listed in this schedule.

3) Building permit fees for improvements to the home of a person with a disability that are made to accommodate that disability, shall be reduced by 25% from amounts listed in this schedule.

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

C. Building Plan Review Fees

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

City of Brawley

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

C. Building Plan Review Fees

Activity Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
3 **Building Plan Check Fees - Public Works Engineering (Fees Only Applied to Projects Requiring Review)**							
a) Preferred Use Projects	n/a - new	varies	No Charge	0%	Per Hour	[b]	N
b) All Others	n/a - new	$145	$145	100%	Per Hour		Y

Plan check fees shall be paid at the time of application submittal.
The plan checking fee is in addition to the building permit fee. Plan check fee applies to base building permit fee and mechanical, electrical, and plumbing inspection fees, when applicable.

[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.

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

D. Other Fees

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

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

D. Other Fees

	Activity Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Note	CPI
11	Temporary Certificate of Occupancy (per 30 Days)	n/a - new	$363	$363	100%		Y
12	Permit Extension (Maximum 6-months Extension)	n/a - new	$60	$60	100%		Y
13	Permit Reactivation Fee						
	a) Reactivation Fee if All Inspections Have Been Performed and Approved Up to But Not Including Final Inspection	n/a - new	$60	$60	100%		Y
	b) Reactivation Fee - All Other Scenarios						
	i) Permit Expired Up to One Year	n/a - new		50% of Original Base Building Permit Fee			N
	ii) Permit Expired More than One Year	n/a - new		100% of Original Base Building Permit Fee			N
14	Permit Reissuance Fee	n/a - new	$60	$60	100%		Y
15	Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	varies	$218	$218	100%		Y
	Other Fees						
16	Credit Card Transaction Processing Fee	$1	$0	2.50%	100%		N
17	Emergency Inspection - (After Hours) (per hour)	$47	$174	$174	100%		Y
18	Re-inspection Fee (each)	$47	$109	$109	100%	[d]	Y
19	Missed Inspection Fee	n/a - new	$73	$73	100%		Y
20	Duplicate Copy of Permit	n/a - new	$24	$24	100%		Y
21	Permit Copy Replacement	n/a - new	$145	$145	100%		Y
22	Duplicate Copy of Certificate of Occupancy	n/a - new	$24	$24	100%		Y
23	Construction and Demolition Waste Management Review Fee	n/a - new	$73	$73	100%		Y
24	Fees for Services Not Listed in this Fee Schedule (per hour)	$47	$145	$145	100%		Y
	Violation Fees						
25	Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)	n/a - new		equal to permit fee		[e]	N

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

D. Other Fees

	Activity Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Note	CPI
	Refunds						
26	Refunds						
	a) Fees Erroneously Paid or Collected by the City	n/a - new		100% refund			N
	b) Refund of Plan Review Fees - Prior to Plan Review Commencing	n/a - new		up to 80% refund			N
	c) Refund of Permit Fees - Prior to Inspection Commencing	n/a - new		up to 80% refund			N
	d) 180 Days After Payment of Fees	n/a - new		no refund			N

[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.

City of Brawley
BEFORE AND AFTER ILLUSTRATION - ENGINEERING FEES

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

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - ENGINEERING FEES

	Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
	Grading							
7	Grading Plan Check (Includes up to 3 Reviews)							
	a) Single Dwelling Unit Less than .5 acre, less than 50 CY (Cut & Fill)	varies	$775	$620	80%		[a],[c]	Y
	b) Parcels under 1 acre over 50 CY	varies	$1,240	$992	80%		[a],[c]	Y
	c) 1.00 - 5.00 acres							
	i) First acre	varies	$1,240	$992	80%		[a],[c]	Y
	ii) Each additional acre, or portion thereof	varies	$310	$248	80%		[a],[c]	Y
	d) 5.01 - 10.00 acres							
	i) First 5.01 acres	varies	$2,480	$1,984	80%		[a],[c]	Y
	ii) Each additional acre, or portion thereof	varies	$496	$397	80%		[a],[c]	Y
	e) 10.01 - 100.00 acres							
	i) First 10.01 acres	varies	$4,960	$3,968	80%		[a],[c]	Y
	ii) Each additional acre, or portion thereof	varies	$220	$176	80%		[a],[c]	Y
	f) Over 100.01 acres							
	i) First 100.01 acres	varies	$24,800	$19,840	80%		[a],[c]	Y
	ii) Each additional acre, or portion thereof	varies	$51	$41	80%		[a],[c]	Y
8	Grading Plan Check - (4th and Subsequent Reviews - Per Review)	varies	$155	$124	80%	per sheet	[c]	Y
9	Grading Plan Check - Revisions / As-Builts	varies	$155	$124	80%	per sheet	[c]	Y
	Permit Fees							
	Standard Permit Processing							
10	Encroachment	varies	$116	$116	100%			Y
11	Annual Encroachment	varies	$116	$116	100%			Y
12	Onsite Construction / Grading	varies	$116	$116	100%			Y
13	Oversize Load / Truck Route Variance - per truck							
	a) One-Day			$16				N
	b) Annual			$90				N
14	Pool Drain	varies	$78	$25	32%			N
15	Traffic Control Plan Review	varies	$78	$62	80%		[c]	Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - ENGINEERING FEES

Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
Specialized Permit Processing (specialized permits include inspection fees)							
16 Utility Service Providers - Connection/Service/Repair up to 100 SF (Including Paving)	varies	$310	$248	80%		[c]	Y
17 Driveway							
a) Residential							
i) First Approach	varies	$543	$275	51%			Y
ii) Each Additional Approach	varies	$310	$157	51%			Y
b) Commercial							
i) First Approach	varies	$698	$558	80%		[c]	Y
ii) Each Additional Approach	varies	$388	$310	80%		[c]	Y
18 Catch Basin / Dry Well / Manhole / Vault (per location)	varies	$310	$248	80%		[c]	Y
19 Trenching/Excavation for Infrastructure Installation							
a) Bore/Pit							
i) Application Review Fee	varies	$233	$186	80%		[c]	Y
ii) Permit and Inspection Fee (Greater of A or B)							
a) Minimum fee per location	varies	$465	$372	80%		[c]	Y
b) Fee per bore / pit / pothole	varies	$155	$124	80%		[c]	Y
b) Street Cut							
i) Application Review Fee	varies	$233	$186	80%		[c]	Y
ii) Permit and Inspection Fee (Greater of A or B)							
a) Minimum fee per location	varies	$465	$372	80%		[c]	Y
b) Fee Per 100 SF	varies	$155	$124	80%		[c]	Y
Inspection Fees							
20 Public or Private Improvement Inspection (Greater of A or B)							
a) Minimum Fee	varies	$155	$124	80%		[c]	Y
b) Valuation of Improvements							
i) First $100,000	varies	varies	5%				N
ii) Next $100,000 (i.e., $100,001 - $200,000)	varies	varies	4%				N
iii) Remaining Balance	varies	varies	3%				N

City of Brawley

BEFORE AND AFTER ILLUSTRATION - ENGINEERING FEES

	Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
21	Grading Inspection							
	a) Single Dwelling Unit Less than .5 acre, less than 50 CY (Cut & Fill)	varies	$388	$310	80%		[a],[c]	Y
	b) Parcels under 1 acre over 50 CY	varies	$620	$496	80%		[a],[c]	Y
	c) 1.00 - 5.00 acres							
	i) First acre	varies	$620	$496	80%		[a],[c]	Y
	ii) Each additional acre, or portion thereof	varies	$155	$124	80%		[a],[c]	Y
	d) 5.01 - 10.00 acres							
	i) First 5.01 acres	varies	$1,240	$992	80%		[a],[c]	Y
	ii) Each additional acre, or portion thereof	varies	$248	$198	80%		[a],[c]	Y
	e) 10.01 - 100.00 acres							
	i) First 10.01 acres	varies	$2,480	$1,984	80%		[a],[c]	Y
	ii) Each additional acre, or portion thereof	varies	$110	$88	80%		[a],[c]	Y
	f) Over 100.01 acres							
	i) First 100.01 acres	varies	$12,400	$9,920	80%		[a],[c]	Y
	ii) Each additional acre, or portion thereof	varies	$26	$21	80%		[a],[c]	Y
	Engineering / Administrative Processes							
	Map Check							
22	Map Check (Includes up to 3 Reviews)							
	a) Base Fee	varies	$2,480	$1,984	80%	per map	[c]	Y
	b) Additional Per Lot Fee	varies	$39	$31	80%	per lot	[c]	Y
23	Map Check (4th and Subsequent Reviews - Per Review)							
	a) Base Fee	varies	$496	$397	80%	per map	[c]	Y
	b) Additional Per Lot Fee	varies	$8	$6	80%	per lot	[c]	Y
24	Reversion to Acreage	varies	$2,480	$1,984	80%	per map	[c]	Y
25	Certificate of Correction	varies	$155	$124	80%	per application	[c]	Y
	Lot Line Adjustment / Parcel Merger							
26	Lot Line Adjustment	varies	$1,550	$1,240	80%	per application	[c]	Y
27	Parcel Merger	varies	$1,550	$1,240	80%	per application	[c]	Y
	Street Dedication / Vacation							
28	Land Action Documents (ROW / Easements / Grant Deeds / Cert. of Compliance)	varies	$1,705	$1,364	80%	per application	[c]	Y
29	Vacation of Street / Public ROW	varies	$2,170	$1,736	80%	per application	[c]	Y

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - ENGINEERING FEES

	Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
	Annexation to CFD							
30	Annexation to CFD	varies	$3,100	$2,480	80%		[c]	Y
	Other Fees							
31	Extension of Time	varies	$78	$62	80%		[c]	Y
32	Excess Inspection/Re-inspection/Missed Inspection Fee (per hour - 1/2 hour min.)	varies	$155	$124	80%		[c]	Y
33	Fee for Additional Services Required Due to Changes, Modifications, Additions, etc.			Actual Costs / T&M				N
34	Inspections Outside of Normal Business Hours (per hour; 4-hour minimum)	varies	$186	$149	80%		[c]	Y
35	Work Commenced without a Permit	varies		2x permit fee				N
	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	varies	$155	$155	100%	Per Hour		Y
37	City Attorney or other legal review			Pass-Through	100%			Y
38	Outside Service Providers			Pass-Through Plus 15% Admin	100%			Y

[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.

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

	Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
	Addressing							
1	Address Verification Assignments / Re-assignments	n/a - new	$1,248	$250	20%			Y
	Appeal							
2	Appeal to Planning Commission	$300	$6,240	$1,000	16%			N
3	Appeal to City Council	$200	$6,240	$1,000	16%			N
	Extension							
4	Time Extension	$200	$390	$300	77%			Y
	California Environmental Quality Act (CEQA)							
5	Notice of Exemption	$150	$312	$300	96%			Y
6	Initial Assessment (Initial Study) / Negative Declaration (ND)	$1,200	$6,240	$6,000	96%			Y
7	Mitigated Negative Declaration (MND)	$1,200	$12,480	$12,000	96%			Y
8	Environmental Impact Report (EIR)	$1,200	$24,960	$20,000	80%			Y
9	Department of Fish and Wildlife Fees							
	a) Negative Declaration (ND)	$2,969		$2,969			[a]	N
	b) Mitigated Negative Declaration (MND)	$2,969		$2,969			[a]	N
	c) Environmental Impact Report (EIR)	$4,124		$4,124			[a]	N
	d) Environmental Document Pursuant to a Certified Regulatory Program (CRP)	$1,402		$1,402			[a]	N
	e) County Clerk Processing Fee	$50		$50			[a]	N
	Variance							
10	Variance							
	a) Variance - Preferred Use Fee	$800	$1,872	$800	43%		[b]	Y
	b) Variance - All Others	$800	$1,872	$1,200	64%			Y
	General Plan Amendment / Zone Change (ZC)							
11	General Plan Amendment + ZC	$2,100	$6,240	$4,000	64%			Y
12	Zone Change	$2,000	$6,240	$4,000	64%			Y
	Similar Use Determination							
13	Similar Use Determination	n/a - new	$6,240	$800	13%			Y

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

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

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

	Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
	Other							
27	Annexation	$6630 + $500/acre	$18,720	$10,000	53%			Y
28	Development Agreement Review							
	a) Development Agreement Review - Preferred Use Fee	$1,500	$6,240	$1,500	24%		[b]	Y
	b) Development Agreement Review - All Others	$1,500	$6,240	$3,000	48%			Y
29	Zoning Code/Ordinance Amendments	varies	$18,720	$2,000	11%			Y
30	Community Facilities District	actual cost + 5% admin	$18,720	actual cost + 10% admin	100%			Y
	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	$140	$156	$140	90%	Per Hour	[b]	Y
	b) Planning - All Others	$140	$156	$156	100%	Per Hour		Y
32	City Attorney or other legal review			Pass-Through				N
33	Outside Service Providers			Pass-Through Plus 15% Admin				N

[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.).

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

	Activity Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
	Construction-Related Fire Review and Inspection Fees							
1	New Multi-Residential (Hotel, Motel, Apartments, Condominiums)	varies	$770	$770	100%			Y
2	New Commercial / Industrial	varies	$847	$847	100%			Y
3	Residential Addition / Remodel	varies	$154	$154	100%			Y
4	Commercial Tenant Improvement	varies	$385	$385	100%			Y
5	Commercial / Industrial Addition or Remodel	varies	$462	$462	100%			Y
6	New Single Family Dwelling (Access/Water)	varies	$154	$154	100%		[a]	Y
7	Automatic Suppression System	varies	$616	$616	100%			Y
8	Kitchen Hood Suppression System	varies	$385	$385	100%			Y
9	Fire Suppression System - Existing Modifications	varies	$308	$308	100%			Y
10	Fire Alarm Systems	varies	$1,001	$1,001	100%			Y
11	Fire Alarm-Monitoring and Tenant Improvements	varies	$385	$385	100%			Y
12	Fire Sprinkler Systems - Single Family Detached							
	a) 1-50 Sprinkler Heads	varies	$385	$385	100%		[a]	Y
	b) 51-100 Sprinkler Heads	varies	$462	$462	100%		[a]	Y
	c) Over 100 Sprinkler Heads	varies	$539	$539	100%		[a]	Y
13	Fire Sprinkler Systems - Tract Master Plan	varies	$231	$231	100%			Y
14	Fire Sprinkler Systems - Tract Production Home	varies	$154	$154	100%			Y
15	Fire Sprinkler Systems - Multi-Family 3 or more units	varies	$539	$539	100%		[b]	Y
16	Fire Sprinkler Systems - Commercial / Industrial 0 - 35,000 SF	varies	$616	$616	100%			Y
17	Fire Sprinkler Systems - Commercial / Industrial 35,001 - 75,000 SF	varies	$732	$732	100%			Y
18	Fire Sprinkler Systems - Commercial / Industrial 75,001 - 120,000 SF	varies	$924	$924	100%			Y
19	Fire Sprinkler Systems - Commercial / Industrial > 120,000 SF	varies	$1,155	$1,155	100%			Y
20	Fire Sprinkler Systems - Tenant Improvement	varies	$462	$462	100%			Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

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

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

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

City of Brawley

BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION FEES

	Activity Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
	Other							
53	Weed Abatement							
	a) Administrative Fee	varies	$231	$229	99%	Per Issuance		Y
	b) Contractor Fee	varies		Pass-Through	100%	Each		N
54	Tract access/Hydrant inspection	varies	$154	$154	100%			Y
55	Fire Access Gate Assembly	varies	$308	$308	100%			Y
56	Special Event Permit	varies	$385	$385	100%			Y
57	Pyrotechnic Permit (Review & Standby Charge)	varies	$924	$924	100%			Y
58	Fire Safety Officer Standby - Events	varies	$154	$154	100%	Per Hour		Y
59	Fire Miscellaneous	varies	$154	$154	100%	Per Hour		Y
60	Fire Permit Extensions (Admin Processing)	varies	$77	$77	100%			Y
61	Technology Enhancement Fee (percent of permit fee)	n/a - new		5%		% of Permit Fee		N
	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:							
62	Fire Prevention / Life Safety	varies	$154	$154	100%	Per Hour		Y
63	City Attorney or other legal review			Pass-Through				N
64	Outside Service Providers			Pass-Through Plus 15% Admin				N

[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

BEFORE AND AFTER ILLUSTRATION - FIRE SPECIALIZED RESPONSE FEES

	Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
1	EMS Response	$160	$90	$160	63%	Per Response		Y
2	Traffic Collision/Rescue Incident Response	$175	$90	$275	100%	Per Response		Y
3	False Alarm Response	$137	$90	$200	93%	Per Response		Y
4	Hazardous Materials Response	$172	$90	$270	100%	Per Hour		Y
	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	$57	$90	$90	100%	Per Hour		Y
6	Positional Hourly Rates for Fire Operations							
	a) Fire Captain		$107	$107	100%	Per Hour		Y
	b) Firefighter		$84	$84	100%	Per Hour		Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - LIBRARY FEES

Fee Description	Current Fee	Proposed Fee	Increase/Decrease	Charge Basis	Note	CPI
1 Document Copies	$0.15	$0.15	$0.00	per single-sided page		N
2 Damaged/Lost Materials Processing Fee	$2	$2	$0	each		N
3 Damaged/Lost Technology Fee	$400	$400	$0	each		N
4 Conference Room Rental	$40	$40	$0	per hour		Y

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - CURRENT FEES

Activity Description	Group 1 Service	Group 1 Non-Service	Group 2	Group 3	Group 4	Group 5	Deposit	Charge Basis	Note	CPI
1 Lions Center										
a) Gym	No Charge	$20	$40	$40	$60	$100	$100	Per Hour; 4-Hour Min.		Y
b) Conference Room	No Charge	$5	$10	$10	$20	$25	$25	Per Hour		Y
c) Kitchen	No Charge	$5	$5	$10	$20	$25	$25	Per Hour		Y
d) Entire Facility	No Charge	$25	$50	$50	$75	$125	$100	Per Hour; 4-Hour Min.		Y
2 Senior Center										
a) Main Hall	No Charge	$10	$25	$25	$40	$60	$100	Per Hour; 4-Hour Min.		Y
b) Meeting Room	No Charge	$5	$10	$10	$20	$25	$25	Per Hour		Y
c) Both Rooms	No Charge	$10	$25	$25	$50	$75	$100	Per Hour; 4-Hour Min.		Y
3 Brawley Teen Center - Recreation Room	No Charge	$10	$30	$40	$50	$60	$100	Per Hour		Y
4 Del Rio Community Center	No Charge	$25	$50	$50	n/a	n/a	$300	Per Hour		Y
5 Cattle Call Arena										
a) Large Arena	No Charge	No Charge	$100	$150	$200	n/a	$500	Per Day		Y
b) Horseshow Ring	No Charge	No Charge	$25	$50	$75	n/a	$500	Per Day		Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - PROPOSED FEES

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

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - CURRENT FEES

Activity Description	Number of Guards	Group 1	Group 2	Group 3	Group 4	Deposit	Charge Basis	Note	CPI
1 Lions Center Pool									
a) 0 - 100 Swimmers	2	$30	$40	$40	$60	$100	Per Hour		Y
b) 100 - 200 Swimmers	4	$50	$60	$60	$80	$100	Per Hour		Y
c) 200 - 300 Swimmers	6	$60	$80	$80	$100	$100	Per Hour		Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - PROPOSED FEES

	Activity Description	Number of Guards	Group 1	Group 2	Group 3	Group 4	Deposit	Charge Basis	Note	CPI
1	Lions Center Pool									
	a) 0 - 100 Swimmers	2	$30	$40	$60	$80	$100	Per Hour		Y
	b) 100 - 200 Swimmers	4	$50	$60	$80	$100	$100	Per Hour		Y
	c) 200 - 300 Swimmers	6	$60	$80	$100	$120	$100	Per Hour		Y

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - CURRENT FEES

Activity Description	Group 1	Group 2	Group 3	Group 4	Group 5	Charge Basis	Note	CPI
1 Reserved Field Use - Athletic Fields								
a) Soccer, Baseball, Softball								
i) Without Lights						Per Hour; Max 2 Hours		Y
ii) With Lights						Per Hour; Max 2 Hours		Y
b) All day tournament						Per Day		Y
c) Batting Cages						Per Hour; Max 2 Hours		N
d) Throw Bases						Per Request		N
e) Bases						Per Request		N
f) Chalk Equipment								
i) Chalk Equipment						Per Request		N
ii) Deposit						Per Request		N
g) Field Dragging Equipment								
i) Rake and Hand Drag						Per Request		N
ii) Deposit						Per Request		N
h) Chalking/Lining Fields								N
i) Dragging								N
2 Field Use for City Council Approved Events								
a) Field Use	No Charge	$250			$500	Flat Rate		Y
b) Personnel						Per Hour		Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - PROPOSED FEES

Activity Description	Group 1	Group 2	Group 3	Group 4	Group 5	Charge Basis	Note	CPI
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		Y
ii) With Lights	No Charge	No Charge	$20	$25	$30	Per Hour; Max 2 Hours		Y
b) All day tournament	No Charge	No Charge	$50	$65	$70	Per Day		Y
c) Batting Cages	No Charge	No Charge	$10	$15	$20	Per Hour; Max 2 Hours		N
d) Throw Bases	No Charge	No Charge	$25	$25	$25	Per Request		N
e) Bases	No Charge	No Charge	$50	$50	$50	Per Request		N
f) Chalk Equipment								
i) Chalk Equipment	No Charge	No Charge	$25	$25	$25	Per Request		N
ii) Deposit	No Charge	No Charge	$250	$250	$250	Per Request		N
g) Field Dragging Equipment								
i) Rake and Hand Drag	No Charge	No Charge	$50	$50	$50	Per Request		N
ii) Deposit	No Charge	No Charge	$250	$250	$250	Per Request		N
h) Chalking/Lining Fields	n/a	n/a	n/a	n/a	n/a			N
i) Dragging	n/a	n/a	n/a	n/a	n/a			N
2 Field Use for City Council Approved Events								
a) Field Use	No Charge	$250	$350	$450	$500	Flat Rate		Y
b) Personnel	Actual	Actual	Actual	Actual	Actual	Per Hour		Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - CURRENT FEES

Activity Description		Resident	Non-Resident	Charge Basis	Note	CPI
1	Ramadas / Shelters			Per Day		Y
2	Electricity Use (Kiosk)			Per Day		Y
3	Table and Chairs					
	a) Set-Up and Breakdown of Tables/Chairs			Per Event		Y
	b) Cleaning of Tables/Chairs by Staff			Per Event		Y

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - PROPOSED FEES

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

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - CURRENT FEES

Activity Description		Resident	Non-Resident	Charge Basis	Note	CPI
1	Sports/Athletics Fees					
	a) Soccer	$60	$85	Per Season		Y
	b) Basketball	$60	$85	Per Season		Y
	c) Softball	$70	$85	Per Season		Y
2	Summer Day Camp	$85	$110	Per Registration		Y
3	Mini Camp	$60	$85	Per Registration		Y
4	Swim Lessons	$40	$65	Per Registration		Y
5	Mom, Dads, and Tots	$40	$65	Per Registration		Y

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - PROPOSED FEES

Activity Description		Resident	Non-Resident	Charge Basis	Note	CPI
1	Sports/Athletics Fees					
	a) Soccer	$65	$90	Per Season		Y
	b) Basketball	$65	$90	Per Season		Y
	c) Softball	$70	$90	Per Season		Y
2	Summer Day Camp	$90	$115	Per Registration		Y
3	Mini Camp	$65	$90	Per Registration		Y
4	Swim Lessons	$45	$70	Per Registration		Y
5	Mom, Dads, and Tots	$45	$70	Per Registration		Y

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - CURRENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
1 Public / Family Swim				
a) 15 Years Old and Under	$0.50	Each		N
b) 16 Years Old and Over	$1.00	Each		N
2 Adult Lap Swim				
a) Per Day	$2	Each		N
b) Per Month	$30	Each		N
c) Three Month Pass	$50	Each		N
3 Pickleball				
a) Per Day	$3	Each		N
b) Per Month	$30	Each		N

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - PARKS AND RECREATION - PROPOSED FEES

Activity Description		Fee	Charge Basis	Note	CPI
1	Public / Family Swim				
	a) 15 Years Old and Under	$0.75	Each		N
	b) 16 Years Old and Over	$1.25	Each		N
2	Adult Lap Swim				
	a) Per Day	$3	Each		N
	b) Per Month	$30	Each		N
	c) Three Month Pass	$60	Each		N
3	Pickleball				
	a) Per Day	$3	Each		N
	b) Per Month	$30	Each		N

City of Brawley

BEFORE AND AFTER ILLUSTRATION - CLERK / ADMINISTRATIVE FEES

Fee Description	Current Fee	Proposed Fee	Increase / Decrease	Charge Basis	Note	CPI
1 Document Copies and Public Record Requests Copies						
a) Black and White Copy	$0.15	$0.15	$0.00	per single-sided page		N
b) Color Copy	$0.75	$0.75	$0.00	per single-sided page		N
2 Outside Vendor Copies (all copy types including maps and large documents)	actual cost	actual cost		each		N
3 Maps and Large Document Copies (copy charge of outside vendor)	actual cost	actual cost		each		N
4 Flash Drive / DVD / CD	$6	$6	$0	each		N
5 Campaign Statements and Statements of Economic Interests	$0.10	$0.10	$0.00	per page	[a]	N

[a] Fee set by State of California (Political Reform Act of 1974). Government Code Section 81008.

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - FINANCE FEES

Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Note	CPI
1 Business License Application Review Fee						
a) New						
i) Physical Location within City Limits	varies	$117	$100	86%		Y
ii) Physical Location outside of City Limits	varies	$42	$40	96%		Y
b) Renewal	varies	$25	$25	100%		Y
2 Business License - Other:						
a) Business Tax Certificate for Exemption	varies	$25	No Charge	0%		N
b) Duplicate Certificate	varies	$25	No Charge	0%		N
c) Refund Processing	varies	$25	No Charge	0%		N
3 Special Event Seller's Permit	n/a - new	$33	$25	75%		Y
4 Bingo Permit	n/a - new	$117	$50	43%	[a]	N
5 Adult Business Performer Application and Licensing						
a) New Application	n/a - new	$250	$250	100%		Y
b) New License	n/a - new	$250	$250	100%		Y
c) Renewal Application	n/a - new	$63	$50	80%		Y
d) Renewal License	n/a - new	$25	$25	100%		Y
6 Massage Establishment Registration						
a) New Establishment Registration	varies	$250	$250	100%		Y
b) Renewing Establishment Registration	varies	$63	$50	80%		Y
7 Short-Term Rental Permit						
a) New	varies	$125	$125	100%		Y
b) Renewal	varies	$42	$40	96%		Y
8 Wire Transfer Fee - Outgoing Transfers	n/a - new	$50	$35	70%		N
9 Non-Sufficient Funds / Returned Item Fee	$30	$42	$35	84%	[a]	N
10 Credit Card Transaction Processing Fee	$1.25		2.50%			N

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

City of Brawley

BEFORE AND AFTER ILLUSTRATION - FILM AND COMMERCIAL PHOTOGRAPHY PERMIT FEES

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

[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.

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - UTILITY SERVICES FEES

	Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
1	Water Service Establishment	n/a - new	$90	$20	22%			Y
2	Water Turn Off/Turn On							
	a) Regular Hours							
	i) Low Income	$20	$90	$50	56%			Y
	ii) All Others	$20	$90	$70	78%			Y
	b) After Hours							
	i) Low Income	$30	$216	$100	46%			Y
	ii) All Others	$30	$216	$140	65%			Y
3	Temporary Turn Off (TT)							
	a) Regular Hours							
	i) Low Income	n/a - new	$90	$50	56%			Y
	ii) All Others	n/a - new	$90	$70	78%			Y
	b) After Hours							
	i) Low Income	n/a - new	$216	$100	46%			Y
	ii) All Others	n/a - new	$216	$140	65%			Y
4	Water Reconnect (Delinquent Account)							
	a) Regular Hours							
	i) Low Income	$25	$90	$50	56%		[b]	Y
	ii) All Others	$25	$90	$70	78%			Y
	b) After Hours							
	i) Low Income	$50	$216	$100	46%		[b]	Y
	ii) All Others	$50	$216	$140	65%			Y
5	Trip to Meter (Requested)	n/a - new	$90	$70	78%			Y
6	Backflow Device Testing	$25	$135	$100	74%			Y
7	Water Hydrant							
	a) Installation	n/a - new	$45	$45	100%		[b]	Y
	b) Relocation	n/a - new	$113	$113	100%			Y
8	Meter Removal							
	a) 3/4"	n/a - new	$90	$90	100%		[b]	Y
	b) 1"	n/a - new	$180	$180	100%			Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - UTILITY SERVICES FEES

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

[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.

City of Brawley

BEFORE AND AFTER ILLUSTRATION - AIRPORT FEES

Fee Description	Current Fee	Proposed Fee	Increase/Decrease	Charge Basis	Note	CPI
1 Hangar Rental						
a) Small Hangar	$120	$120	$0	per month		N
b) Large Hanger	$180	$180	$0	per month		N
2 Office Rental						
a) End of Hangar Office	$20	$20	$0	per month		N
b) End of Hangar Office with A/C	$75	$75	$0	per month		N
3 Other Rental						
a) Loading Pad	$800	$800	$0	per year		N
b) Non-Aeronautical Use of Hangar	$0.30	$0.30	$0.00	per SF		N
c) FBO	$2,200	$2,200	$0	per month		N
4 Land Lease						
a) Main Hangar Rent	$500	$500	$0	per month		N
b) Farm Aviation Ground Lease	$741.63	$741.63	$0.00	per month		N
c) Through the Fence Agreement Fee	$820.06	$820.06	$0.00	per year		N
d) Other	By Agreement	By Agreement				N

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - POLICE FEES

Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Note	CPI
1 ABC Letter	$25	$39	$35	90%		Y
2 Alarm Permit - Annual & Renewal	$25		$25			N
3 Assembly / Loud Speaker Permit	$11	$39	$20	51%		Y
4 Bicycle License	$5		$5			N
5 Citation Sign-off (Non-Brawley Issued Citation)	$15	$31	$20	64%		N
6 Civil Witness Fee	$275		$275		[a]	N
7 Clearance Letter (Brawley Only)	$45	$59	$50	85%		Y
8 CCW Permit						
a) Initial Application and Permit Fee						
i) Standard CCW License: 2 Year						
a) Police Department Application Review Fee	$25	$1,000	$70	7%		Y
b) Police Department Permit Issuance Fee	$45	$78	$70	90%		Y
c) LiveScan and DOJ Fee	$93		$93		[a]	N
ii) Judicial CCW License: 3 Year						
a) Police Department Application Review Fee	$25	$1,000	$70	7%		Y
b) Police Department Permit Issuance Fee	$45	$78	$70	90%		Y
c) LiveScan and DOJ Fee	$115		$115		[a]	N
iii) Reserve/Custodial CCW License: 4 Year						
a) Police Department Application Review Fee	$0	$1,000	$0	0%		N
b) Police Department Permit Issuance Fee	$0	$78	$0	0%		N
c) LiveScan and DOJ Fee	$137		$137		[a]	N
b) Renewal Fee						
i) Standard CCW License: 2 Year						
a) Police Department Fee	$70	$102	$70	69%		Y
b) State Fee	$52		$52		[a]	N
ii) Judicial CCW License: 3 Year						
a) Police Department Fee	$70	$102	$70	69%		Y
b) State Fee	$74		$74		[a]	N
iii) Reserve/Custodial CCW License: 4 Year						
a) Police Department Fee	$0	$102	$0	0%		N
b) State Fee	$96		$96		[a]	Y
c) Psychological Testing Fee, if required	Pass-through		Pass-through			
d) Modification / Duplication of Permit	$10	$47	$20	43%		Y

City of Brawley

BEFORE AND AFTER ILLUSTRATION - POLICE FEES

4a.3

Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Note	CPI
9 Copy of Report/Citation/Log Entry	$11	$26	$20	77%		Y
10 Event Officer (per hour)	$69	$88	$88	100%		Y
11 False Alarm Response	$50	$63	$60	96%		Y
12 Fingerprints	$20	$26	$25	96%		Y
13 Funeral Escort	$80	$375	$80	21%		N
14 Permit - Taxi Driver - New	$55	$78	$70	90%		Y
15 Permit - Taxi Driver - Renewal	$40	$59	$50	85%		Y
16 Permit - Taxi/Bus - Operating	$90	$109	$100	92%		Y
17 Records Research - Per Hour	$30		$30			N
18 Records Check - Brawley	$15	$26	$25	96%		Y
19 Digital Media Request	$22	$26	$25	96%		Y
20 Redistribution of Collected Personal Property	n/a - new	$30	$20	67%		Y
21 Secondhand Dealer / Pawn Licensing	$70	$98	$90	92%		Y
22 Taxi Cab Vehicle Inspection	$35	$82	$50	61%		Y
23 Vehicle Impound/Release	$207	$215	$210	98%		Y
24 Vehicle Repossession Processing Fee	$15		$15		[a]	N
25 VIN Verification	$25	$31	$25	80%		N
26 911 Hang-Up	$35	$40	$35	87%		Y

[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

BEFORE AND AFTER ILLUSTRATION - ANIMAL CONTROL FEES

Fee Description	Current Fee	Cost of Service	Proposed Fee	Proposed Cost Recovery	Charge Basis	Note	CPI
1 Dog License							
a) Spayed/Neutered (Altered)	$5		$10		Each		Y
b) Not Spayed or Neutered (Unaltered)	$10		$40		Each		Y
2 Animal Pick-up / Return to Owner							
a) Vaccinated Animal							
i) First Offense	$10	$97	$35	36%	Each		Y
ii) Second Offense	$20	$97	$70	54%	Each		Y
iii) Third and Each Additional Offense	$30	$146	$140	72%	Each		Y
b) Additional Fee for Unvaccinated Animal			$50		Each		N
3 Boarding	$10		$25		Per Day; 5 Days Max.		Y
4 Quarantined Animal							
a) Vaccinated - 10 day Quarantine	$10 per day		$210		Each		Y
b) Unvaccinated - 14 day Quarantine	$10 per day		$270		Each		Y
5 Dead Animal Pick-Up	$20	$97	$50	52%	Each		Y
6 Animal Trap Rental	$25		$35		Per Week		Y
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)		$97	$97	100%	Per Hour		Y

4a.3

City of Brawley

BEFORE AND AFTER ILLUSTRATION - FINES

Fee Description	Current Fees City Fine	Current Fees County Fee	Current Fees Total	Proposed Fees City Fine	Proposed Fees County Fee	Proposed Fees Total	Increase / Decrease	Note	CPI
1 Unlawfully Double Parked	$20	$11	$31	$20	$11	$31	$0		N
2 Unlawfully Parking in Fire Lane	$35	$11	$46	$35	$11	$46	$0		N
3 No Evidence of Current Registration	$50	$11	$61	$50	$11	$61	$0		N
4 Displaying Vehicle for Sale	$20	$11	$31	$20	$11	$31	$0		N
5 After 21 Days - Displaying Vehicle for Sale	$38	$11	$49	$38	$11	$49	$0		N
6 17.62 B.C.O. Unlawful Parking in Red Zone	$20	$11	$31	$20	$11	$31	$0		N
7 No Parking in Alley	$20	$11	$31	$20	$11	$31	$0		N
8 After 21 Days - No Parking in Alley	$38	$11	$49	$38	$11	$49	$0		N
9 No Truck or Trailer Parking in Residential Zone	$100	$11	$111	$100	$11	$111	$0		N
10 No Truck or Trailer Parking in Handicapped Space	$100	$11	$111	$100	$11	$111	$0		N
11 Blocking Driveway	$19	$11	$30	$19	$11	$30	$0		N
12 Blocking Sidewalk	$20	$11	$31	$20	$11	$31	$0		N
13 After 21 Days Fee - Unlawfully Parking in Fire Lane	$75	$11	$86	$75	$11	$86	$0		N
14 Failure to Park Parallel on Right Side	$51	$11	$62	$51	$11	$62	$0		N
15 Park on State Route	$34	$11	$45	$34	$11	$45	$0		N
16 After 21 Days - Park on State Route	$77	$11	$88	$77	$11	$88	$0		N
17 Parking in/blocking space for disabled prohibited	$250	$11	$261	$250	$11	$261	$0		N
18 After 21 Days - Parking in space for disabled	$275	$11	$286	$275	$11	$286	$0		N
19 Parked within 15 ft of Fire Hydrant	$20	$11	$31	$20	$11	$31	$0		N
20 After 21 Days - No Evidence of Current Registration	$160	$11	$171	$160	$11	$171	$0		N
21 Current tabs must be attached	$25	$11	$36	$25	$11	$36	$0		N
22 21 Days After - Current tabs must be attached	$91	$11	$102	$91	$11	$102	$0		N
23 Illegal Fireworks	$1,000	$0	$1,000	$1,000	$0	$1,000	$0		N

4a.4

CITY OF BRAWLEY

NOTICE OF PUBLIC HEARING

Notice of Public Hearing to be held by the City Council of the City of Brawley at 6:00 p.m. or soon thereafter on the 2nd of December, 2025 in the Council Chambers located at 383 Main Street, Brawley, California 92227.

The purpose of the Public Hearing is to solicit comments regarding:

1. **Consideration and Adoption of the City of Brawley User Fee Study Report and Updated User Fees** The City of Brawley has completed a comprehensive User Fee Study to review the cost of providing services and to recommend updates to the City's user fee schedule. The purpose of the study is to ensure compliance with California Government Code Sections 66014 and 66016, which require that fees not exceed the reasonable cost of providing services. Adoption of the updated user fees will allow the City to recover the costs of providing certain services and reduce the subsidy from the City's General Fund.

All interested persons and groups are invited to attend the public hearing and provide comments. Testimony may be presented orally at the hearing or submitted in writing to the Office of the City Clerk at **383 Main Street, Brawley, California 92227**, by email at **cityclerk@brawley-ca.gov**, or by phone at **(760) 351-3048** prior to the meeting.

Copies of the report and supporting documents are available for public review online at https://www.brawley-ca.gov/user-fee-study-public-information or in person at the Office of the City Clerk, Monday through Friday, between **8:00 a.m. and 5:00 p.m.** For further information, please contact the Finance Department at **Finance@Brawley-ca.gov** or by phone at **(760) 344-8941**Handicapped access is provided. The City of Brawley does not discriminate in housing or employment on the basis of race, religion, sex, age, national origin, disability or handicap. If assistance is needed to participate in the Public Hearing, please contact the City Clerk 24-hours in advance for any accommodations.

4a.4

CIUDAD DE BRAWLEY

NOTICIA DE AUDIENCIA PUBLICA

Se avisa que una audiencia pública se llevara a cabo ante el Concilio de la Ciudad de Brawley el día 2 de Diciembre, 2025 a las 6:00 de la tarde o pronto después de eso, en la Cámara del Concilio ubicado en 383 Calle Main, Brawley, California 92227.

La razón de la audiencia pública es para solicitar comentarios referentes a:

1. **Consideración y adopción del informe de estudio de tarifas de usuario de la ciudad de Brawley y Tarifas de Usuario Actualizadas.** La Ciudad de Brawley ha completado un Estudio Integral de Tarifas de Usuario para evaluar el costo de proveer servicios municipales y recomendar actualizaciones al programa de tarifas de usuario de la Ciudad. El propósito del estudio es asegurar el cumplimiento con las Secciones 66014 **y** 66016 del Código de Gobierno de California, las cuales requieren que las tarifas no excedan el costo razonable de proveer los servicios. La adopción de las tarifas de usuario actualizadas permitirá a la Ciudad recuperar el costo de ciertos servicios y reducir el subsidio proveniente del Fondo General de la Ciudad.

Se invita a todas las personas y grupos interesados a asistir a la audiencia pública y presentar comentarios. Los testimonios pueden ser presentados oralmente en la audiencia o enviados por escrito a la Oficina de la Secretaria Municipal en **383 Main Street, Brawley, California 92227**, por correo electrónico a **cityclerk@brawley-ca.gov**, o por teléfono al **(760) 351-3048** antes de la reunión.

Copias del informe y documentos de apoyo están disponibles para revisión pública en línea en la siguiente liga https://www.brawley-ca.gov/user-fee-study-public-information y en persona en la Oficina de la Secretaria Municipal, de lunes a viernes de **8:00 a.m. y 5:00 p.m.** Para más información, por favor comuníquese con el Departamento de Finanzas a **Finance@Brawley-ca.gov** o por teléfono al **(760) 344-8941**.

El acceso para personas con discapacidades está disponible. La Ciudad de Brawley no discrimina en vivienda ni empleo por motivos de raza, religión, sexo, edad, origen nacional, discapacidad o incapacidad. Si necesita asistencia para participar en la audiencia pública, por favor comuníquese con la Oficina de la Secretaria Municipal con 24 horas de anticipación para solicitar los apoyos necesarios.

5a

CITY OF BRAWLEY
CITY COUNCIL MEETING MINUTES
November 18, 2025

The City Council of the City of Brawley, California, met in a regular meeting at 5:30 p.m. at the City Council Chambers. The date, time, and place of said meeting were duly established. The City Clerk attests to the posting of the agenda pursuant to Cal. Govt. Code § 54954.2.

SPECIAL MEETING:

Mayor Rebollar called the meeting to order at 5:30 p.m.

PRESENT:	Monita, Grass, Kelley, Galvan, Rebollar
PRESENT VIA ZOOM:	None
ABSENT:	None

INVOCATION: CM Grass

PLEDGE OF ALLEGIANCE: Mayor Pro-Tempore Galvan

1. APPROVAL OF AGENDA

The Agenda was approved. **m/s/c Kelley/Grass/5-0**

2. CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: Luckey Ranch Subdivision
Agency negotiator: City Manager, Public Works Director, and City Attorney.
Negotiating parties: MFC Imperial I LLC
Under negotiation: Terms of Development Agreement.
Approved m/s/c Grass/Monita/5-0

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (Three Cases)
Information given, no action taken.

3. PUBLIC APPEARANCES/COMMENTS: (Not to exceed four minutes)

This is the time for the public to address the Council **on any item not appearing on the agenda** that is within the subject matter jurisdiction of the City Council. The Mayor will recognize you and when you come to the microphone, please state your name for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous, or which may invade an individual's personal privacy. Please direct your questions and comments to the City Council.

Any member of the public is invited to submit public comments in advance of the meeting to be read at the meeting. Please email your questions to valerie.sonico@brawley-ca.gov or call 760-351-3048 any time before 2:30 PM, November 18, 2025.

a. Public Comments on Items not on the Agenda.
   None

5a

4. CONSENT AGENDA.
m/s/c Kelley/Monita/5-0

a. Approve Accounts Payable: October 18, 2025, to October 31, 2025

b. Approval of Application for Article 3, Bicycle /Pedestrian project funds.

c. Approval of Application for Article 8e, FY 24-25 bus transfer terminal funds.

d. Approve Geotechnical and Material Testing Services for Ocotillo Springs Lanes and Sidewalks Installation.

e. Potential Action to Reject bids for the Water Treatment Plant Finished Water Storage Tanks Rehabilitation.

f. Approve and Authorize the City of Brawley Parks and Recreation to Access State and Federal Level Summary Criminal History Information Via Live Scan Finger Printing.

g. Potential Action to Review and Approve a Memorandum of Understanding (MOU) with the California National Guard – Counterdrug Task Force and to Allow the Chief of Police to Execute the MOU.

h. Approve and Award of Contract for Street Lights Installation on Main Street to Tom Watson Inc.

Comments may be heard here:
https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

5. REGULAR BUSINESS

a. Potential Action to Approve the Catholic Community of Brawley to facilitate a procession and approve the road closure for the event. Presented by John Tang, Interim Parks and Recreation Manager.
Approved: m/s/c Galvan/Grass/5-0

b. Potential Action to Approve Contract for Construction Management Services. Presented by William Smerdon, City Attorney.
Approved: m/s/c Kelley/Monita/5-0

c. Potential action to Reclassify Previously Budgeted Planning Position from Associate Planner to Senior Planner and amend the Management, Confidential, & Unrepresented List. Presented by Cristhian Barajas, Development Services Director.
Approved: m/s/c Kelley/Grass/5-0

d. Citywide User and Regulatory Fee Study – Presentation of Findings and Direction to Schedule Public Hearing for Proposed Fee Adjustments. Presented by Silvia Luna, Finance Director.
Approved: m/s/c Kelley/Monita/5-0

Comments may be heard here:
https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

6. CITY MANAGER REPORT
Comments may be heard here:
https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

7. CITY COUNCIL MEMBER REPORTS

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

8. CITY ATTORNEY REPORT

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

9. INFORMATIONAL REPORTS

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

The meeting was adjourned at 7:51 p.m.

____

Ana Gutierrez, City Clerk

City of Brawley

City Council
Dec 02, 2025
Agenda Item No. 5b

5b

STAFF REPORT

To: City Council
From: Marcela Tapia, Assistant Finance Director
Prepared by: Jesse Sanchez, Sr. Accounting Assistant
Subject: Demand check registers processed from November 1, 2025 to November 14, 2025

RECOMMENDATION:

Approve demand check registers processed from November 1, 2025 to November 14, 2025.

BACKGROUND INFORMATION:

Routine bills and payroll processed between Council meetings included the following:

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	224	124	0.00	772,248.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	9	9	0.00	154,375.25
EFT's	27	14	0.00	107,138.97
	260	**148**	**0.00**	**1,033,762.93**

Utility refunds included the following:

None.

FISCAL IMPACT:

No additional fiscal impact to approve these reports.

5b

ALTERNATIVES:

None.

ATTACHMENTS:

1. Check Report by Check Number

REPORT COORDINATED WITH (other than person preparing the staff report):

None.

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency	Status – Date of Status
Rebecca Terrazas-Baxter, City Manager	Approved – 11/21/2025
Silvia Luna, Finance Director	Approved – 11/20/2025

5b.1

City of Brawley

Check Report

By Check Number

Date Range: 11/01/2025 - 11/14/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount	Payment Amount / Payable Amount	Number
Bank Code: US Bank-US Bank Operating Account							
02747	Allen Shaffer		11/06/2025	EFT	0.00	1,397.97	1134
10321	Invoice	11/05/2025	Cordless Telephone Base/Push to Talk Ad...		0.00	1,397.97	
02405	Brawley Analytical Inc.		11/06/2025	EFT	0.00	7,749.00	1135
001443	Invoice	11/04/2025	Water Testing/Labs 8/27/25		0.00	1,625.00	
001451	Invoice	11/04/2025	Water Testing/Labs 9/10/25 & 9/17/25		0.00	479.50	
001525	Invoice	11/04/2025	Water Testing/Labs 10/8/25		0.00	2,115.00	
001526	Invoice	11/04/2025	Water Testing/Labs 10/15/25		0.00	1,050.00	
001529	Invoice	11/04/2025	Water Testing/Labs 10/21/25		0.00	450.00	
001530	Invoice	11/04/2025	Water Testing/Labs 10/15/25 & 10/21/25		0.00	2,029.50	
00248	Brenntag Pacific, Inc.		11/06/2025	EFT	0.00	5,198.93	1136
BPI557268	Invoice	11/05/2025	CHEMICAL DELIVERIES		0.00	5,198.93	
02424	California Commercial Pools Inc.		11/06/2025	EFT	0.00	62,323.00	1137
006	Invoice	06/30/2024	Lions Center Pool Rehabilitation Project		0.00	30,970.00	
007	Invoice	06/30/2024	Lions Center Pool Rehabilitation Project		0.00	16,625.00	
008	Invoice	11/05/2025	Lions Center Pool Rehabilitation Project		0.00	14,728.00	
02590	GoGov, Inc		11/06/2025	EFT	0.00	8,820.00	1138
25-582	Invoice	11/05/2025	GOGOV INV 25-582		0.00	8,820.00	
02588	Karla Rendon		11/06/2025	EFT	0.00	575.00	1139
INV0003	Invoice	11/05/2025	Ballons Arrangement/Face Painting Servic...		0.00	575.00	
01609	Staples Business Credit		11/06/2025	EFT	0.00	58.27	1140
6045907519	Invoice	11/05/2025	Fan		0.00	22.30	
6045907520	Invoice	11/05/2025	Write Pads Pack		0.00	19.78	
6045907521	Invoice	11/05/2025	Binder		0.00	16.19	
02576	Thomas Scientific Holdings, LLC		11/06/2025	EFT	0.00	231.77	1141
186287	Invoice	11/05/2025	Drugs Test Kits		0.00	231.77	
02405	Brawley Analytical Inc.		11/14/2025	EFT	0.00	2,954.50	1142
001445	Invoice	11/12/2025	Water Testing/Labs 9/16/25		0.00	450.00	
001544	Invoice	11/12/2025	Water Testing/Labs 10/28/25		0.00	450.00	
001550	Invoice	11/12/2025	Water Testing/Labs 10/21/25 & 10/29/25		0.00	479.50	
001554	Invoice	11/12/2025	Water Testing/Labs 10/29/25		0.00	1,575.00	
00248	Brenntag Pacific, Inc.		11/14/2025	EFT	0.00	7,889.45	1143
BPI558458	Invoice	11/13/2025	CHEMICAL DELIVERIES		0.00	3,965.25	
BPI560226	Invoice	11/13/2025	CHEMICAL DELIVERIES		0.00	3,924.20	
02613	Entravision Communications Corporation		11/14/2025	EFT	0.00	286.00	1144
764541-9	Invoice	11/13/2025	Grant Outreach		0.00	286.00	
02299	Infosend Inc.		11/14/2025	EFT	0.00	4,585.08	1145
297487	Invoice	11/13/2025	FY25-26 UB Mailing Services- Year 3		0.00	4,585.08	
02290	ScribSoft Holdings Inc.		11/14/2025	EFT	0.00	150.00	1146
PER00042400	Invoice	11/10/2025	Permitium Handling Fees/October 2025		0.00	150.00	
02471	Sloan Electric Corporation		11/14/2025	EFT	0.00	4,920.00	1147
574730	Invoice	11/12/2025	Service Call/Ethernet Card Installation		0.00	4,920.00	
00009	AA Electric		11/06/2025	Regular	0.00	982.88	307645
3048	Invoice	11/03/2025	Srvc Rpl/Cobra heads/Photocells/Cattle Cal..		0.00	982.88	

5b.1

Check Report — Date Range: 11/01/2025 - 11/14/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
00015	Acme Safety & Supply Corp		11/06/2025	Regular	0.00	1,223.23	307646
171594-00	Invoice	11/03/2025	Signs/Paint		0.00	1,223.23	
02579	Alejandra Jones		11/06/2025	Regular	0.00	200.00	307647
10-25Refund	Invoice	11/05/2025	Refund/Facility Requested/Softball/10/25...		0.00	200.00	
00075	Allied Waste Services #467		11/06/2025	Regular	0.00	139,990.77	307648
0467-001761668	Invoice	11/04/2025	Solid Waste Services/October 2025		0.00	139,990.77	
00076	Allstar Fire Equipment Inc		11/06/2025	Regular	0.00	429.38	307649
266255	Invoice	11/03/2025	Leather Boots		0.00	429.38	
00084	Alsco American Linen Div Steiner Corp		11/06/2025	Regular	0.00	248.95	307650
LYUM1917854	Invoice	11/04/2025	Cleaning Srvcs/Supplies/WWTP		0.00	143.21	
LYUM1918493	Invoice	11/05/2025	Cleaning Srvcs/Supplies/Recreation Dept		0.00	34.74	
LYUM1918496	Invoice	11/04/2025	Cleaning Srvcs/Supplies/PW		0.00	33.64	
LYUM1918506	Invoice	11/04/2025	Cleaning Srvs/Supplies/City Hall		0.00	37.36	
02604	Antonia Mendez		11/06/2025	Regular	0.00	350.00	307651
158	Invoice	11/05/2025	Shaved Ice Cupes/FD#2		0.00	350.00	
00176	Auto Zone Inc #2804		11/06/2025	Regular	0.00	87.43	307652
02804531433	Invoice	11/03/2025	Wiper Blade/Air Freshener		0.00	69.67	
02804533352	Invoice	11/03/2025	Mini Fuses/Shine Wash & Wax		0.00	17.76	
00184	Babcock Laboratories Inc		11/06/2025	Regular	0.00	556.10	307653
CF50112-2441	Invoice	11/04/2025	Water Testing Labs		0.00	556.10	
00208	Best Best & Krieger LLP		11/06/2025	Regular	0.00	1,969.00	307654
1038055	Invoice	11/05/2025	FY25-26 Legal Services as needed (BB&K)		0.00	324.50	
1040808	Invoice	11/05/2025	FY25-26 Legal Services as needed (BB&K)		0.00	1,644.50	
01300	Blackman Plumbing Inc.		11/06/2025	Regular	0.00	1,150.00	307655
25-70490	Invoice	11/05/2025	Plumbing Services/Hydrojetting		0.00	1,150.00	
02075	Boot Barn		11/06/2025	Regular	0.00	239.18	307656
INV00535816	Invoice	11/04/2025	Safety Boots/Ivan Ibarra/9/22/25		0.00	239.18	
00228	Brawley Ace Hardware		11/06/2025	Regular	0.00	2,010.88	307657
B43598/2	Invoice	11/04/2025	Engine Oil/Rake		0.00	41.25	
B43919/2	Invoice	11/04/2025	Rope/Tape/Battery		0.00	71.49	
B43971/2	Invoice	11/04/2025	Bleach		0.00	52.15	
B44022/2	Invoice	11/04/2025	Battery Pack/Hardware		0.00	11.49	
B44030/2	Invoice	11/04/2025	Battery/Exchange		0.00	7.61	
B44061/2	Invoice	11/04/2025	Padlock/Trap/Bleach/Disinfectant		0.00	84.74	
B44400/2	Invoice	11/04/2025	Glue/Fly Trap/Bleach/Shovel		0.00	85.84	
B44479/2	Invoice	11/05/2025	Tape/Drywall Mud/Knife/Screw DW/Vario...		0.00	162.26	
B44568/2	Invoice	11/05/2025	Measuring Wheel/Gloves/Bottled Water		0.00	77.00	
B44844/2	Invoice	11/04/2025	Paint/Joint Pliers/Screwdriver Set/Mech T...		0.00	173.56	
B45518/2	Invoice	11/03/2025	Vinegar/Filter/Mop Handle		0.00	44.55	
B46347/2	Invoice	11/04/2025	Coolant/Pruners		0.00	59.57	
B46366/2	Invoice	11/04/2025	Paint Roller/Paint Tray		0.00	138.91	
B46621/2	Invoice	11/05/2025	Lighter/Utility Knife/Blade/Paint Roller		0.00	33.23	
B46765/2	Invoice	11/03/2025	Tape/Power Strip/Power Strip/Lighter/Sa...		0.00	450.73	
B46790/2	Invoice	11/04/2025	Extension Pole		0.00	54.35	
B46956/2	Invoice	11/04/2025	Bleach		0.00	41.72	
B47086/2	Invoice	11/04/2025	Clorox Germicidl/Fan		0.00	252.25	
X28018/2	Invoice	11/04/2025	Pushbroom		0.00	43.49	
X28036/2	Invoice	11/04/2025	Spayer Pump		0.00	65.79	
X28063/2	Invoice	11/14/2025	Hose Coupling/Hose Mender Kit		0.00	23.02	
X28111/2	Invoice	11/03/2025	Weed & Grass Killer		0.00	35.88	
	Void		11/06/2025	Regular	0.00	0.00	307658
01850	Brawley Plumbing LLC		11/06/2025	Regular	0.00	603.30	307659

5b.1

Check Report Date Range: 11/01/2025 - 11/14/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount	Payment Amount / Payable Amount	Number
90001	Invoice	11/05/2025	Service Repair/Garbage Disposal & Toilet		0.00	603.30	
02668	Brawley Tire Shop		11/06/2025	Regular	0.00	922.80	307660
43277	Invoice	11/04/2025	Service/New Tires/Dump Trailer		0.00	922.80	
00245	Brax Company, Inc		11/06/2025	Regular	0.00	1,083.66	307661
60195	Invoice	11/04/2025	Morse Gland Half		0.00	1,083.66	
00261	Burke Williams & Sorensen LLP		11/06/2025	Regular	0.00	16,879.50	307662
352872	Invoice	11/03/2025	Professional Services Rendered Through 9…		0.00	16,879.50	
00287	California State Disbursement		11/06/2025	Regular	0.00	2,008.59	307663
INV0007097	Invoice	10/31/2025	Child Support Deductions		0.00	1,571.06	
INV0007115	Invoice	10/31/2025	Child Support Deductions		0.00	437.53	
02420	Derma's Floor Covering		11/06/2025	Regular	0.00	1,680.00	307664
14579	Invoice	11/05/2025	Installation/Commercial Carpet/FD#1		0.00	1,680.00	
02819	Diana Chavarria		11/06/2025	Regular	0.00	100.00	307665
11-25Refund	Invoice	11/05/2025	Refund/Facility Requested/Birthday Party…		0.00	100.00	
00569	Empire Southwest LLC		11/06/2025	Regular	0.00	4,496.66	307666
EMWK4117878	Invoice	11/04/2025	Service Repair/Leaking Seals		0.00	3,628.20	
EPWK0683384	Invoice	11/04/2025	Service Repair/Trobuleshoot Generator		0.00	868.46	
00629	Federal Express Corp		11/06/2025	Regular	0.00	13.61	307667
9-041-23520	Invoice	11/05/2025	Postage		0.00	13.61	
00647	Fire Service Corp		11/06/2025	Regular	0.00	2,212.10	307668
26M 935404	Invoice	11/03/2025	Fire Extinguisher Maintenance		0.00	1,091.49	
26M 935405	Invoice	11/03/2025	Fire Extinguisher Maintenance		0.00	219.19	
26M 935406	Invoice	11/03/2025	Fire Extinguisher Maintenance		0.00	901.42	
00660	Franchise Tax Boards State Of California		11/06/2025	Regular	0.00	1,048.69	307669
INV0007108	Invoice	10/31/2025	Earnings Withholding		0.00	508.69	
INV0007123	Invoice	10/31/2025	Earnings Withholding		0.00	540.00	
00799	Imperial County Sheriff Civil Division		11/06/2025	Regular	0.00	50.00	307670
INV0007098	Invoice	10/31/2025	Earnings Withholdings		0.00	50.00	
00809	Imperial Printers		11/06/2025	Regular	0.00	370.87	307671
25-2475	Invoice	11/04/2025	Evelopes Backflow		0.00	144.46	
25-3188	Invoice	11/03/2025	Single Receipt Books		0.00	226.41	
00813	Imperial Truss & Lumber Co		11/06/2025	Regular	0.00	495.62	307672
B80091	Invoice	11/05/2025	Lumber Materials		0.00	470.86	
B80126	Invoice	11/05/2025	Lumber		0.00	123.48	
B80127	Credit Memo	11/05/2025	Lumber		0.00	-77.17	
B80128	Credit Memo	11/05/2025	Lumber		0.00	-21.55	
01820	J & A Plumbing LLC		11/06/2025	Regular	0.00	255.00	307673
5619	Invoice	11/05/2025	Service Repair/Toilet Flapper & Filter Valve		0.00	255.00	
00861	Jade Security Systems Inc		11/06/2025	Regular	0.00	62.99	307674
0227810	Invoice	11/03/2025	Monitoring Electronic Fire System/FD#2		0.00	62.99	
02453	Jesus Alvarez		11/06/2025	Regular	0.00	42.61	307675
10-25Reimburse	Invoice	11/05/2025	Door Decoration Supplies/Contest		0.00	42.61	
02820	Julian Ochoa		11/06/2025	Regular	0.00	150.00	307676
10-25Refund	Invoice	11/05/2025	MLS GO/Refund Withdrawn/A.Ochoa		0.00	75.00	
10-25Refund2	Invoice	11/05/2025	MLS GO/Refund Withdrawn/S.Ochoa		0.00	75.00	
00995	Kaz-Bros Design Shop		11/06/2025	Regular	0.00	157.56	307677
12689	Invoice	11/05/2025	T Shirts/Summer Day Camp		0.00	119.51	

5b.1

Check Report Date Range: 11/01/2025 - 11/14/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount	Payment Amount	Number
12693	Invoice	11/05/2025	Polo Shirt		0.00	38.05	
00979	K-C Welding Rentals Inc		11/06/2025	Regular	0.00	620.95	307678
219648	Invoice	11/05/2025	Safety Boots/J.Palomares/10/21/25		0.00	270.61	
53323	Invoice	11/04/2025	Nut/Washer/Spark Plug/Filter/Starter/Scr...		0.00	345.69	
53392	Invoice	11/03/2025	Bolts/Washers/Nuts		0.00	4.65	
01022	L.N. Curtis & Sons		11/06/2025	Regular	0.00	869.53	307679
INV1001070	Invoice	11/03/2025	Vehicle Charging Station		0.00	869.53	
01025	LaBrucherie Irrigation Supp LLC		11/06/2025	Regular	0.00	104.20	307680
OM50946	Invoice	11/04/2025	Marking Paint		0.00	24.12	
OM50961	Invoice	11/05/2025	Cement/Tee/Coupling/Cap/Flood Bubbler...		0.00	80.08	
01096	Mallory Safety & Supply LLC		11/06/2025	Regular	0.00	232.99	307681
6277513	Invoice	10/20/2025	Safety Supplies		0.00	159.20	
6282924	Invoice	11/04/2025	Vest/Hard Hat		0.00	45.99	
6283812	Invoice	11/04/2025	Vest		0.00	27.80	
02309	Mark Cano		11/06/2025	Regular	0.00	1,132.36	307682
11-25Travel	Invoice	11/05/2025	Travel Adv/POST Mngmt Course MOD B/N...		0.00	1,132.36	
01183	McNeece Bros Oil Company		11/06/2025	Regular	0.00	277.57	307683
372636	Invoice	11/05/2025	Fuel		0.00	72.73	
372642	Invoice	11/04/2025	Misc Gas Can 5 Gallons		0.00	204.84	
02103	Municipal Emergency Services, Inc.		11/06/2025	Regular	0.00	350.00	307684
IN2361626	Invoice	11/03/2025	Compressor Service Call/Air Sample/Calibr...		0.00	350.00	
02821	Norma Bustamante		11/06/2025	Regular	0.00	100.00	307685
10-25Refund	Invoice	11/05/2025	Refund/Facility Requested/Baby Shower/...		0.00	100.00	
01891	NV5 Inc		11/06/2025	Regular	0.00	9,732.50	307686
430208	Invoice	11/05/2025	Professional Srvcs from 8/5/24 - 10/7/24/...		0.00	1,310.00	
439304	Invoice	11/05/2025	Professional Srvcs 01/29/25 - 02/28/25/P...		0.00	1,862.50	
476947	Invoice	11/05/2025	Professional Srvcs through August31,2025...		0.00	885.00	
478560	Invoice	11/05/2025	Engineering Services		0.00	2,772.50	
478562	Invoice	11/05/2025	Engineering Services		0.00	95.00	
478563	Invoice	11/05/2025	Engineering Services		0.00	2,807.50	
01297	Orange County Sheriff's Office		11/06/2025	Regular	0.00	175.00	307687
11-25TCB	Invoice	11/05/2025	Traffic Collision Basic/Eloy Silvas/Nov17-20..		0.00	175.00	
01470	Rockwood Chemical		11/06/2025	Regular	0.00	206.62	307688
45087	Invoice	11/05/2025	Herbicides		0.00	206.62	
02328	SD Electric and Hvac/R Inc		11/06/2025	Regular	0.00	2,665.67	307689
1478	Invoice	11/05/2025	Service/Flood Parking Light LED/New Ciur...		0.00	2,665.67	
01596	Southern California Gas Co		11/06/2025	Regular	0.00	38.63	307690
10-25GasFD#1	Invoice	11/03/2025	Natural Gas Consumption/9/9/25 - 10/8/25		0.00	38.63	
01611	State WA Resources Control BD		11/06/2025	Regular	0.00	70.00	307691
12-25Renewal	Invoice	11/05/2025	Renewal Appl/WWT Operator Cert./D.Cast...		0.00	70.00	
01884	Sunbelt Rentals		11/06/2025	Regular	0.00	255.27	307692
175955334-0001	Invoice	11/05/2025	Square Line		0.00	171.27	
176201935-0001	Invoice	11/05/2025	Service Pressure Washer/Cleaned Water Fi..		0.00	84.00	
01666	The Counseling Team		11/06/2025	Regular	0.00	400.00	307693
INV106926	Invoice	11/05/2025	Psychologoical Assesments/Screening/A.T...		0.00	400.00	
01649	T-Mobile USA Inc		11/06/2025	Regular	0.00	2,231.97	307694
10-25TMobileBld...	Invoice	11/03/2025	Ipad Usage/Building Dept/9/21/25 - 10/20...		0.00	62.00	
10-25TMobilePD	Invoice	11/03/2025	On Call PD Cell Phone Usage/9/21/25 - 10...		0.00	2,169.97	

5b.1

Check Report Date Range: 11/01/2025 - 11/14/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount	Payment Amount	Number
01717	United Way of Imperial County		11/06/2025	Regular	0.00	5.00	307695
INV0007107	Invoice	10/31/2025	United Way Deductions		0.00	5.00	
01732	Valley Pest Services Inc		11/06/2025	Regular	0.00	50.00	307696
14355199 MT	Invoice	11/05/2025	Monthly Pest Control/City Council		0.00	50.00	
02687	VIQ Solutions, Inc		11/06/2025	Regular	0.00	163.68	307697
VIQU7497	Invoice	11/05/2025	Transcription Srvcs/Case 2024-03		0.00	163.68	
01768	Wal-Mart Stores Inc #01-1555		11/06/2025	Regular	0.00	135.55	307698
3545 5812 9118 ...	Invoice	11/05/2025	Coffee/Cream/Cups/Plates/Forks/Napkins		0.00	70.05	
6884 3722 3607 ...	Invoice	11/05/2025	Pumpkins		0.00	65.50	
01772	Waxie Sanitary Supply		11/06/2025	Regular	0.00	1,124.86	307699
83591405	Invoice	11/05/2025	Squeegee Roll Wheel Kit		0.00	32.30	
83591409	Invoice	11/05/2025	Janitorial Supplies/Lion's Center		0.00	958.14	
83591410	Invoice	11/05/2025	Janitorial Supplies/Lions Center		0.00	134.42	
01802	Xerox Corporation		11/06/2025	Regular	0.00	400.55	307700
024547209	Invoice	11/05/2025	Meter Usage/Charges/Admin/9/21/25 - 1...		0.00	400.55	
01818	Zoll Medical Corporation		11/06/2025	Regular	0.00	1,250.36	307701
4333625	Invoice	11/03/2025	CPR Stat-Padz Electrode/Case		0.00	628.85	
4351140	Invoice	11/03/2025	Pediatric Pads Electrodes/One Pair		0.00	621.51	
00009	AA Electric		11/14/2025	Regular	0.00	1,748.07	307702
3075	Invoice	11/12/2025	Replace/Cobra heads at Cattle Call Park		0.00	982.88	
3076	Invoice	11/12/2025	Replace Non Working Light on Main Street		0.00	765.19	
00015	Acme Safety & Supply Corp		11/14/2025	Regular	0.00	736.10	307703
171736-00	Invoice	11/12/2025	Safety Supplies/Streets		0.00	736.10	
02616	Alexander Gonzalez		11/14/2025	Regular	0.00	220.00	307704
10-25Soccer2	Invoice	11/12/2025	Brawley YouthSoccer 2025/Referee/Oct16...		0.00	220.00	
00084	Alsco American Linen Div Steiner Corp		11/14/2025	Regular	0.00	660.60	307705
LYUM1872616	Invoice	11/12/2025	Cleaning Services/Supplies/Rec/Admin		0.00	180.39	
LYUM1918494	Invoice	11/10/2025	Cleaning Srvcs/Supplies/Planning		0.00	75.83	
LYUM1918505	Invoice	11/10/2025	Cleaning Srvcs/Supplies/PD		0.00	184.03	
LYUM1918512	Invoice	11/12/2025	Cleaning Services/Supplies/WTP		0.00	77.14	
LYUM1919339	Invoice	11/12/2025	Cleaning Services/Supplies/WWTP		0.00	143.21	
02825	Analya Camarena		11/14/2025	Regular	0.00	160.00	307706
10-25Soccer	Invoice	11/12/2025	Brawley Youth Soccer 2025/Referee/Oct 1...		0.00	160.00	
02023	Ashworth Leininger Group		11/14/2025	Regular	0.00	16,718.75	307707
40961	Invoice	11/13/2025	Agreement		0.00	9,616.25	
41085	Invoice	11/13/2025	Agreement		0.00	7,102.50	
00172	ATCO International		11/14/2025	Regular	0.00	99.52	307708
I0650826	Invoice	11/12/2025	Safety Gloves		0.00	99.52	
00184	Babcock Laboratories Inc		11/14/2025	Regular	0.00	615.53	307709
CJ51631-2441	Invoice	11/12/2025	Water Testing/Labs		0.00	556.10	
CJ51634-2441	Invoice	11/12/2025	Water Testing/Labs		0.00	59.43	
00215	Biometrics4All Inc		11/14/2025	Regular	0.00	11.25	307710
BRAWL0137	Invoice	11/10/2025	RELAY FEES/October 2025		0.00	11.25	
02828	Bryan Velasquez		11/14/2025	Regular	0.00	160.00	307711
10-25Soccer	Invoice	11/12/2025	Brawley Youth Soccer 2025/Referee/Oct 2...		0.00	160.00	
02824	Carlos Rodrigo Salinas Martinez		11/14/2025	Regular	0.00	100.00	307712
10-25Soccer	Invoice	11/12/2025	Brawley Youth Soccer 2025/Referee/Oct 1...		0.00	100.00	
02233	CivicPlus LLC		11/14/2025	Regular	0.00	1,990.02	307713

Check Report | **Date Range: 11/01/2025 - 11/14/2025**

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount	Payment Amount / Payable Amount	Number
351343	Invoice	11/10/2025	Online Supplementation/Print/PDF/Subscr...		0.00	1,990.02	
00392	Core & Main LP		11/14/2025	Regular	0.00	5,288.56	307714
Y038058	Invoice	11/12/2025	Hydrant Head/Plastic Cap		0.00	4,964.35	
Y038069	Invoice	11/12/2025	Riser/Boltkit/Gasket		0.00	324.21	
02191	Data Ticket Inc		11/14/2025	Regular	0.00	200.00	307715
184858	Invoice	11/10/2025	Code Enforcing Processing/SSN Search/Sep..		0.00	200.00	
00486	Department of Transportation		11/14/2025	Regular	0.00	22,268.43	307716
SL260099	Invoice	11/10/2025	Signals & Lighting Billing/July 2025 - Sep 2...		0.00	22,268.43	
02420	Derma's Floor Covering		11/14/2025	Regular	0.00	3,365.00	307717
14602	Invoice	11/12/2025	Commercial Carpet Installation/FD Confer...		0.00	3,365.00	
00493	Desert Air Conditioning Inc		11/14/2025	Regular	0.00	209.00	307718
318690	Invoice	11/10/2025	Tune Up Service/Air Conditioner		0.00	209.00	
02560	Desert RV Service & Towing LLC		11/14/2025	Regular	0.00	14,738.57	307719
2164	Invoice	11/13/2025	Command Unit Outfit		0.00	14,738.57	
02826	Eloy Silvas		11/14/2025	Regular	0.00	920.30	307720
11-25Travel	Invoice	11/12/2025	Travel Adv/TCB Course/Nov 17-21		0.00	920.30	
00569	Empire Southwest LLC		11/14/2025	Regular	0.00	2,517.00	307721
EPWK0683701	Invoice	11/13/2025	Generators service contract		0.00	2,166.00	
EPWK0683705	Invoice	11/13/2025	Generators service contract		0.00	351.00	
00613	Events By Liz		11/14/2025	Regular	0.00	198.00	307722
3752	Invoice	11/10/2025	Table Cover		0.00	198.00	
00626	Farmers Land Leveling, Inc		11/14/2025	Regular	0.00	538.34	307723
240501	Invoice	11/13/2025	Purchase of Rock & Asphalt Products		0.00	538.34	
00629	Federal Express Corp		11/14/2025	Regular	0.00	64.57	307724
9-050-58365	Invoice	11/10/2025	Postage		0.00	64.57	
00653	Flock Safety		11/14/2025	Regular	0.00	1,300.00	307725
INV-78450	Invoice	11/10/2025	Pole Replacement/Camera Replacement/...		0.00	1,300.00	
02327	Garda CL West Inc. Lockbox #233209		11/14/2025	Regular	0.00	395.87	307726
10833213	Invoice	11/10/2025	Armored Transportation Service/Novembe..		0.00	395.87	
01722	HD Supply, Inc.		11/14/2025	Regular	0.00	613.82	307727
INV00757777	Invoice	11/12/2025	Mesh/Hach pH buffer/Buffer Pillows		0.00	335.82	
INV00856879	Invoice	11/12/2025	Water Distribution Grades 1&2/ISBN:9781...		0.00	139.00	
INV00859633	Invoice	11/12/2025	Water Distribution Grades 3 & 4/ISBN:978...		0.00	139.00	
00748	HDL Coren & Cone		11/14/2025	Regular	0.00	3,409.70	307728
SIN055749	Invoice	11/13/2025	Property Tax Analysis		0.00	3,409.70	
02695	HMS Construction, Inc.		11/14/2025	Regular	0.00	25,038.44	307729
Invoice 2	Invoice	11/13/2025	Traffic Signal Synchronization		0.00	10,517.69	
Invoice 3	Invoice	11/13/2025	Traffic Signal Synchronization		0.00	14,520.75	
00763	Home Grown Apparel		11/14/2025	Regular	0.00	776.04	307730
46147	Invoice	11/10/2025	Tie/Tie Bar		0.00	14.12	
46148	Invoice	11/10/2025	Shoulder Patch		0.00	144.22	
46149	Invoice	11/10/2025	Patch/Right & Lefth Sleeve		0.00	617.70	
02755	Hugo Ortega Jr.		11/14/2025	Regular	0.00	80.00	307731
10-25Soccer2	Invoice	11/12/2025	Brawley Youth Soccer 2025/Referee/Oct 1...		0.00	80.00	
02614	Imperial Flying Service, Inc.		11/14/2025	Regular	0.00	2,200.00	307732
10.01.2025	Invoice	11/13/2025	Airport Manager and Fixed Base Operator		0.00	2,200.00	

5b.1

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount	Payment Amount / Payable Amount	Number
00805	Imperial Irrigation District		11/14/2025	Regular	0.00	55,683.84	307733
10-25IIDBestRd	Invoice	11/13/2025	Power Bill/Various Depts		0.00	55,683.84	
00805	Imperial Irrigation District		11/14/2025	Regular	0.00	12,236.00	307734
10-25CanalWtrM...	Invoice	11/13/2025	Canal Water/Mansfield/October 2025		0.00	11,988.00	
10-25CanalWtrO...	Invoice	11/13/2025	Canal Water/OKY 100-001/October 2025		0.00	248.00	
00809	Imperial Printers		11/14/2025	Regular	0.00	986.27	307735
25-2493	Invoice	11/12/2025	Business Cards/A. Chan		0.00	54.38	
25-3178	Invoice	11/12/2025	Business Cards/Morales		0.00	54.38	
25-3203	Invoice	11/10/2025	Field Property Receipts		0.00	877.51	
00813	Imperial Truss & Lumber Co		11/14/2025	Regular	0.00	367.06	307736
B80150	Invoice	11/10/2025	Wood/Nut/Washer		0.00	367.06	
02606	Jennissa J Herrera Soto		11/14/2025	Regular	0.00	60.00	307737
10-25Soccer2	Invoice	11/12/2025	Brawley Youth Soccer 2025/Referee/Oct 1...		0.00	60.00	
01946	Juan Manuel Cabrera		11/14/2025	Regular	0.00	275.00	307738
11-25Reimburse	Invoice	11/12/2025	Safety Boots/El Vaquero/J. Cabrera/11/5/...		0.00	275.00	
00995	Kaz-Bros Design Shop		11/14/2025	Regular	0.00	239.24	307739
13388	Invoice	11/10/2025	Name Badges/Silver Flexi/Chief Names		0.00	76.13	
13389	Invoice	11/10/2025	Glass Award Engraved/D. Holetz		0.00	163.11	
00979	K-C Welding Rentals Inc		11/14/2025	Regular	0.00	414.30	307740
53434	Invoice	11/12/2025	Hitch Lock/Ball Mount		0.00	142.44	
53446	Invoice	11/10/2025	Safety Boots/Freddy Ramos		0.00	271.86	
01025	LaBrucherie Irrigation Supp LLC		11/14/2025	Regular	0.00	2,193.28	307741
OM50983	Invoice	11/10/2025	Nipple		0.00	11.57	
OM50996	Invoice	11/10/2025	Plumbing Supplies		0.00	115.35	
OM51005	Invoice	11/10/2025	Riser Extender		0.00	43.94	
OM51051	Invoice	11/10/2025	Rotor with Valve		0.00	564.80	
OM51077	Invoice	11/10/2025	Marking Paint/Lubricant Can		0.00	18.84	
OM51087	Invoice	11/10/2025	Glove		0.00	15.14	
OM51094	Invoice	11/10/2025	Coupling/Tee		0.00	31.47	
OM51124	Invoice	11/10/2025	Clamp		0.00	413.30	
OM51158	Invoice	11/10/2025	Valve		0.00	373.88	
OM51174	Invoice	11/10/2025	Clamp/Nut/Washer		0.00	459.69	
OM51178	Invoice	11/10/2025	Nozzle/Nipple		0.00	24.66	
OM51235	Invoice	11/10/2025	Straw hat/Pipe Cutter/Shrubbler Dripr/Ca...		0.00	120.64	
02171	Leslie Castaneda		11/14/2025	Regular	0.00	42.27	307742
11-25Reimburse	Invoice	11/12/2025	Candy/L.Castaneda/Mariachi Night & Para...		0.00	42.27	
02204	Luis Emmanuel Somoza		11/14/2025	Regular	0.00	60.00	307743
10-25Soccer2	Invoice	11/12/2025	Brawley Youth Soccer 2025/Referee/Oct 1...		0.00	60.00	
01096	Mallory Safety & Supply LLC		11/14/2025	Regular	0.00	322.69	307744
6285727	Invoice	11/10/2025	Gloves/Vest/Earplug		0.00	304.33	
6290600	Invoice	11/12/2025	Hard Hat		0.00	18.36	
02558	Mark Storms		11/14/2025	Regular	0.00	2,006.17	307745
11-21Travel	Invoice	11/13/2025	Travel Adv/61st CNOA Taining/Nov 21-25		0.00	2,006.17	
02717	Melissa Ortega		11/14/2025	Regular	0.00	40.00	307746
10-25Soccer	Invoice	11/12/2025	Brawley Youth Soccer 2025/Referee/Oct 21		0.00	40.00	
01238	Mylo Janitorial Inc		11/14/2025	Regular	0.00	9,131.00	307747
5078474	Invoice	11/13/2025	Janitorial Service		0.00	9,131.00	
01286	Office Depot Inc		11/14/2025	Regular	0.00	117.84	307748
443066078001	Invoice	11/12/2025	Copy Paper/Tape		0.00	117.84	

5b.1

Check Report Date Range: 11/01/2025 - 11/14/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount	Payment Amount / Payable Amount	Number
01289	OK Rubber Tires		11/14/2025	Regular	0.00	23.26	307749
111052	Invoice	11/10/2025	Tire Repair/Rubber Valve		0.00	23.26	
01282	O'Reilly Auto Parts		11/14/2025	Regular	0.00	417.53	307750
2648-181350	Invoice	11/10/2025	Absorber/Car Was Soap/Paper		0.00	36.07	
2648-181842	Invoice	11/10/2025	Battery/Terminal		0.00	189.23	
2648-182073	Invoice	11/10/2025	Battery		0.00	109.60	
2648-182247	Invoice	11/12/2025	Wiper Blade		0.00	82.63	
02811	Oscar Alejandro Anaya Mojica		11/14/2025	Regular	0.00	40.00	307751
10-25Soccer2	Invoice	11/12/2025	Brawley Youth Soccer 2025/Referee/Oct 27		0.00	40.00	
02199	Pacific Ag Rentals LLC		11/14/2025	Regular	0.00	3,815.19	307752
158381	Invoice	11/10/2025	Rental/Basic&ADA Restroom/Hand Wash ...		0.00	3,815.19	
01352	Precision Electric Co Inc		11/14/2025	Regular	0.00	1,756.79	307753
0124503-IN	Invoice	11/12/2025	Hub/Cover Grid Assy		0.00	1,756.79	
01361	Pro Record Storage Inc		11/14/2025	Regular	0.00	388.60	307754
0032735	Invoice	11/10/2025	Storage/Tracking/Shredding Srvcs/Admin...		0.00	146.02	
0032805	Invoice	11/10/2025	Storage/Tracking/Shredding/City Hall/Oct ...		0.00	242.58	
01373	Quadient Finance USA Inc		11/14/2025	Regular	0.00	500.00	307755
10-25Postage	Invoice	11/12/2025	City Hall Postage		0.00	500.00	
01379	R & K Air Conditioning		11/14/2025	Regular	0.00	13,500.00	307756
53423	Invoice	11/13/2025	A/C Unit Replacement 5 Ton		0.00	13,500.00	
01453	RN Enterprises		11/14/2025	Regular	0.00	2,430.81	307757
2025-082	Invoice	11/10/2025	Safety Sensor/Troubleshooting		0.00	1,950.81	
2025-091	Invoice	11/10/2025	Service Repair/Centrifugue Troubleshoot		0.00	480.00	
01489	Rove Engineering Inc		11/14/2025	Regular	0.00	323,849.83	307758
7316	Invoice	11/13/2025	Water Line Installation from 1st St. to East...		0.00	323,849.83	
01569	Shred-It		11/14/2025	Regular	0.00	71.34	307759
8012411250	Invoice	11/10/2025	STERI-Safe Budget Subscription/Nov 2025		0.00	71.34	
02078	Southwest Traffic Signal Service Co. Inc		11/14/2025	Regular	0.00	1,507.94	307760
84642	Invoice	11/12/2025	Service Call/Traffic Signal Repairs		0.00	1,507.94	
01987	STC Traffic, Inc		11/14/2025	Regular	0.00	16,649.15	307761
7813	Invoice	11/13/2025	Design of 8th & Main Street		0.00	1,380.00	
8015	Invoice	11/13/2025	Design of 8th & Main Street		0.00	7,284.15	
8325	Invoice	11/13/2025	Amendment No. 1 for Design & CM Signal ...		0.00	765.00	
8404	Invoice	11/13/2025	Amendment No. 1 for Design & CM Signal ...		0.00	1,190.00	
8405	Invoice	11/13/2025	Design of 8th & Main Street		0.00	6,030.00	
01884	Sunbelt Rentals		11/14/2025	Regular	0.00	294.32	307762
175493745-0001	Invoice	11/10/2025	Service Repair/Chainsaw		0.00	101.72	
175844565-0001	Invoice	11/10/2025	Service Repair/Pole Prunner		0.00	109.53	
176551523-0001	Invoice	11/10/2025	Rental Equiptment/Combination Hitch		0.00	83.07	
01641	SWRCB Fees		11/14/2025	Regular	0.00	4,615.00	307763
EA-RE-0226-2980	Invoice	11/12/2025	ELAP Renewal Application Fee		0.00	4,615.00	
01649	T-Mobile USA Inc		11/14/2025	Regular	0.00	72.40	307764
10-25TMobilePW	Invoice	11/12/2025	Ipad Usage/PW/9/21/25 - 10/20/25		0.00	72.40	
01709	Underground Service Alert of Southern CA		11/14/2025	Regular	0.00	269.81	307765
1020250085	Invoice	11/12/2025	New Ticket Charges/Monthly Database Ma..		0.00	220.00	
25-261229	Invoice	11/12/2025	Ca State Fee for Regulatory Costs		0.00	49.81	
01738	Verizon Wireless		11/14/2025	Regular	0.00	211.15	307766
6107824917	Invoice	11/12/2025	Cell Phone Services/City Council/2/7/25 - ...		0.00	211.15	

5b.1

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount	Payment Amount	Number
01768	Wal-Mart Stores Inc #01-1555		11/14/2025	Regular	0.00	45.03	307767
6448 8191 6292 ...	Invoice	11/13/2025	Halloween Candy		0.00	45.03	
01772	Waxie Sanitary Supply		11/14/2025	Regular	0.00	764.50	307768
83605539	Invoice	11/10/2025	Towel Dispenser/Bath Tissue Dispenser		0.00	151.93	
83610014	Invoice	11/10/2025	Janitorial Supplies/Lions Center/Cattle Call		0.00	105.26	
83614442	Invoice	11/10/2025	Janitorial Supplies/Lions Center		0.00	351.40	
83614443	Invoice	11/10/2025	Janitorial Supplies/Senior Center		0.00	155.91	
01793	William S Smerdon		11/14/2025	Regular	0.00	4,845.00	307769
2842	Invoice	11/10/2025	Attorney Services/9/29/25 - 11/2/25		0.00	4,845.00	
00836	Internal Revenue Service		11/03/2025	Bank Draft	0.00	22,906.29	DFT0004614
INV0007109	Invoice	10/31/2025	Federal Taxes		0.00	22,906.29	
00836	Internal Revenue Service		11/03/2025	Bank Draft	0.00	10,735.12	DFT0004615
INV0007110	Invoice	10/31/2025	Medicare Taxes		0.00	10,735.12	
00836	Internal Revenue Service		11/05/2025	Bank Draft	0.00	45,901.94	DFT0004616
INV0007111	Invoice	10/31/2025	Social Security Taxes		0.00	45,901.94	
00571	Employment Development Dept		11/03/2025	Bank Draft	0.00	9,847.21	DFT0004617
INV0007112	Invoice	10/31/2025	State Taxes		0.00	9,847.21	
00836	Internal Revenue Service		11/03/2025	Bank Draft	0.00	9,659.06	DFT0004627
INV0007124	Invoice	10/31/2025	Federal Taxes		0.00	9,659.06	
00836	Internal Revenue Service		11/03/2025	Bank Draft	0.00	4,735.02	DFT0004628
INV0007125	Invoice	10/31/2025	Medicare Taxes		0.00	4,735.02	
00836	Internal Revenue Service		11/03/2025	Bank Draft	0.00	20,246.42	DFT0004629
INV0007126	Invoice	10/31/2025	Social Security Taxes		0.00	20,246.42	
00277	California Department of Tax & Fee Administrat		11/03/2025	Bank Draft	0.00	1,657.00	DFT0004642
9-25Sales Tax	Invoice	11/04/2025	Q3 Sales & Use Tax Return/Period/7/1/25 -..		0.00	1,657.00	
01784	WEX Bank		11/04/2025	Bank Draft	0.00	28,687.19	DFT0004653
108355631	Invoice	11/12/2025	Monthly Fuel Cost/Oct 2025		0.00	28,687.19	

Bank Code US Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	224	124	0.00	772,248.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	9	9	0.00	154,375.25
EFT's	27	14	0.00	107,138.97
	260	**148**	**0.00**	**1,033,762.93**

5b.1

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	224	124	0.00	772,248.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	9	9	0.00	154,375.25
EFT's	27	14	0.00	107,138.97
	260	**148**	**0.00**	**1,033,762.93**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	11/2025	1,033,762.93
			1,033,762.93

5c

City of Brawley

City Council
December 2, 2025
Agenda Item No. 5c

STAFF REPORT

To:	City Council
From:	John Tang, Interim Parks & Recreation Manager
Prepared by:	John Tang, Interim Parks & Recreation Manager
Subject:	Approval of LED Sports Facility Lighting Replacement Project Change Order #1 for the Replacement of three (3) exterior light fixtures at the Lion Center Gym and authorize the City Manager to sign any change orders in an amount not to exceed $6900.00.

RECOMMENDATION:

It is recommended that the City Council of the City of Brawley authorize and approve Change Order No. 1 to the LED Sports Facility Lighting Replacement Project, in an amount not to exceed $6900.00, and authorize the City Manager to execute the change order and any related documents within that amount.

BACKGROUND INFORMATION:

City Council Report – LED Sports Facility Lighting Replacement Project

On July 1, 2025, the City Council authorized the acceptance of a $35,000 grant award from the Imperial Irrigation District's (IID) GLOW Grant Program for the LED Sports Facility Lighting Replacement Project. The approved project sites included:

1. Lions Center Gymnasium (Interior) – 225 A Street, Brawley, CA
2. Gonzalez Basketball Courts – 2nd & E Street, Brawley, CA
3. Hinojosa Basketball Courts – 901 E. I Street, Brawley, CA
4. Beechy Softball Field Buildings – 3rd Street & A Street, Brawley, CA

On October 7, 2025, the City awarded a construction contract for the LED Sports Facility Lighting Replacement Project to Sfadia, Inc. for $28,000, along with a $2,800 contingency, and authorized the City Manager to approve any contract changes within that contingency amount.

Following the award of the contract, a remaining grant balance of $7,000 was identified. Parks Staff evaluated eligible needs and identified four (4) exterior "flood light" fixtures at the Lions Center Gymnasium that qualify under the IID GLOW Grant Program. The remaining grant funds will cover the removal and disposal of the existing fixtures and the installation of 14 new LED, energy-efficient interior fixtures.

IID has reviewed and approved the amended grant application and updated scope of work to include these additional fixtures.

Therefore, Parks Staff respectfully requests that the City Council authorize acceptance of Change Order No. 1 and authorize the City Manager to execute it.

5c

FISCAL IMPACT:

Funding for this project is included in the 25/26 fiscal year budget as Capital Improvement Project #2025-10.

The City received 50% of the award on July 21, 2025, and will receive the 50% balance upon completion of the project.

ALTERNATIVES:

City Council may elect not to approve Change Order #1.

ATTACHMENTS:

1. Change Order #1

REPORT COORDINATED WITH (other than person preparing the staff report):

Staff, Title or Consultant, Agency
Jesus Alvarez, Parks Coordinator

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency	Status – Date of Status
Rebecca Terrazas-Baxter, City Manager	

5c.1

IMPERIAL IRRIGATION DISTRICT GLOW – LED LIGHT GRANT SCOPE OF WORK REVISION
CITY OF BRAWLEY

Applicant Information:

- Date of Revision: November 19, 2025
- Organization Name & Contact Info.: City of Brawley
  383 Main Street, Brawley, CA 92227
  760-699-2359
  Denise.garcia@brawley-ca.gov
- City of Brawley is a Government Entity/Non-Profit Municipality
- Project Name: LED Sports Facility Lighting Replacement Project
- Organization Contact Information: Denise Garcia, Special Projects Manager
  383 Main Street, Brawley, California 92227
  Denise.garcia@brawley-ca.gov
  760-699-2359
- The purpose of the grant is to support the installation of energy efficient lighting systems at our Lions Center indoor/outdoor gymnasium, Beechy Softball Field, Hinojosa Basketball Courts, and Gonzalez Basketball Courts.
- Grant Amount Requested: $35,000
- Project will be completed by: December 1, 2025

Purpose of Revision:

This revised Scope of Work shall be supplemental to the previous project summary, dated June 17, 2025. Revisions will supersede the prior budget summary while incorporating changes resulting from final bid results and additional lighting replacement needs identified during site visits at the onset of project initiation, as well as adjustments in material and labor costs.

Summary of Changes:

A. **Added Work:**
   - **Lions Center Gymnasium – Outdoor/Contract Acct.#50216654 & 50046049**
     - 225 A Street, Brawley, CA
     - A total of two (2) existing exterior gymnasium 250W metal halide fixtures will be replaced with two (2) 120 W led wall packs.
     - One (1) exterior 250 W metal halide fixture will be replaced with one (1) 120W led wall pack.
     - One (1) exterior 250W metal halide fixture will be replaced with one (1) 150W led shoebox.
     - Fourteen (14) interior three-lamp, four foot, T8 32W wrap around fixtures will be replaced with fourteen (14) 30W led wrap arounds.
     - $6,900.00 Total
     - Work will be initiated upon District approval.
     - Work will be completed before November 30, 2025.

5c.1

The gymnasium facility has antiquated interior and exterior lights that are not energy efficient. The fixtures and bulbs, consisting of incandescent and halogen bulbs, are all over ten years old. Coupled with safety concerns and the anticipated extended use of the facility in the evenings, the City wishes to replace the existing aged fixtures and bulbs to ease the use of power that these inefficient lights require.

B. Cost Adjustments:

With the addition of four (4) exterior lights and fourteen (14) interior lights totaling $6,900.00 and final bid results coming in lower than the original quote, the total project amount is now $35,000.00 as detailed below.

AMENDED GLOW GRANT BUDGET & INVOICING		
Lion Center (Interior Gymnasium)		$ 17,740.00
Hinojosa		$ 4,018.50
Beechy Field		$ 3,562.50
Gonzalez		$ 2,679.00
Lion Center (Exterior & Interior Gymnasium)		$ 6,900.00
Labor & Materials Total:		$ 34,900.00
GLOW GRANT MAX AWARD	$ 35,000.00	$ 34,900.00

Attachments:

- **Licensed Contractor Quote/Final Bid & Manufacture's Specs**
- **Project Location, Site Map, & Pictures**
- **Detailed Energy Analysis with Estimated Energy Savings**

5c.1

GREEN ENERGY INNOVATIONS

www.GEInnovationsInc.com

Prepared For

City of Brawley - Lions Center Exterior & Interior Lighting

Project ID: GEI-225 A St. 1119

Nov 19, 2025

ENERGY SOLUTION CONSULTANT
GEI In House
323-622-1930
project@geinnovationsinc.com

PREPARED BY
Brian Cho
323-622-1930
brian.cho@geinnovationsinc.com

GREEN ENERGY INNOVATIONS

5c.1

Project ID : GEI-225 A St.1119

Return on Investment

Simple Payback Period	Est. Annual Savings	Est. Monthly Savings	Total Project Amount	Payback Period
	$1,839.18	$153.27	$6,900.00	3.75 Years

Energy Consumption	kWh
Old kWh	8,015
New kWh	2,760
kWh Savings	5,255

Cost Benefit Analysis	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Est. Annual Payback Amount	0.00	(1,839.18)	(1,839.18)	(1,839.18)	(1,379.39)	0.00	0.00	0.00	0.00	0.00	0.00
Annual Net Benefit	0.00	0.00	0.00	0.00	459.79	1,839.18	1,839.18	1,839.18	1,839.18	1,839.18	1,839.18
Annual Electricity Costs(Old)	0.00	2,805.18	2,805.18	2,805.18	2,805.18	2,805.18	2,805.18	2,805.18	2,805.18	2,805.18	2,805.18
Annual Electricity Costs(New)	0.00	966.00	966.00	966.00	966.00	966.00	966.00	966.00	966.00	966.00	966.00
Annual Electricity Savings	0.00	1,839.18	1,839.18	1,839.18	1,839.18	1,839.18	1,839.18	1,839.18	1,839.18	1,839.18	1,839.18
Total Cumulative Benefit	0.00	0.00	0.00	0.00	459.79	2,298.97	4,138.15	5,977.33	7,816.51	9,655.69	11,494.87

Greenhouse gas emissions reduced: 4 tons per year

Greenhouse gas emissions from:		Which is equivalent to:		Carbon absorbed by:
420	OR	473,825	OR	4
Gallons of gasoline consumed annually		smartphones charged annually		acres of U.S. forests in one year

LEGEND

kWh = kilowatt hours (measure of energy usage)

Measure = Light Fixtures

System Savings = total kWh hour savings between existing lighting and proposed lighting fixtures

Annual Hours = total operating hours of the lighting in a 12 month period

14545 Valley View Ave, Ste J
Santa Fe Springs, CA 90670
P: 323.622.1930 | F: 323.622.1937

GREEN ENERGY INNOVATIONS

5c.1

Project ID : GEI-225 A St.1119

Itemized List of Current and Proposed Light Fixtures

Existing Fixture Qty	Location	Old Measure	Existing Measure Wattage	Proposed Fixture Qty	Proposed Measure INTERNAL	Fixture Type	Missing Item Group	Height	Model	Proposed Measure	Proposed Meaure Wattage	Annual Hours	Total System Savings kWh
2	Exterior	Metal Halide 250W Barn Light	295	2	LOC - 65W LED Barn Light Area Light - 5000K	Barn Light	FALSE		LOC-BL-MW|35/50/65|M	LOC-BL-MW|35/50/65|MCCT|30/40/50|	65	4380	2014.8
1	Exterior	Metal Halide 250W Wall Pack	295	1	LOC - 120W LED Traditional Wall Pack - 5000K	Wall Pack	FALSE		LOC-WP-MW|60/80/100/	LOC-WP-MW|60/80/100/120|50K0LV	120	4380	766.5
1	Exterior	Metal Halide 250W Shoebox Square	295	1	LOC - 150W LED Flood Light - 5000K	Shoebox Square	Shoebox		LOC-RGAL-MW|75/100/120	LOC-RGAL-MW|75/100/120/150|50K0-T3LV	150	4380	635.1
12	Interior	3L 4ft T8 32W 2x4 Wrap	89	12	DIM - 30W 4-ft LED Utility Wrap Fixture - 5000K	2x4 Wrap	2x4		DM-WR4FT303540W-3545K	DM-WR4FT303540W-3545K	30	2400	1699.2
2	Interior	2L 4ft T8 32W 2x4 Wrap	59	2	DIM - 30W 4-ft LED Utility Wrap Fixture - 5000K	2x4 Wrap	2x4		DM-WR4FT303540W-	DM-WR4FT303540W-3545K	30	2400	139.2

EQUIPMENT RENTAL/LABOR		Units
	Lift Rental - Per Day	1
	Labor	1
Total		2

Product Subtotal	$ 2,620.00
Equipment Rental/Labor	$ 4,280.00
Total Project Cost	$ 6,900.00

Lions Center Gym

- 225 A Street, Brawley, CA
- A total of two (2) existing exterior 250-watt metal halide fixtures to be replaced with 65 watt led barn lights and connections
- A total of one (1) existing exterior 250-watt metal halide fixture to be replaced with 120 watt led wall pack and connections
- A total of one (1) existing exterior 250-watt metal halide fixture to be replaced with 150 watt led shoebox and connections
- A total of fourteen (14) existing interior three-lamp, four foot, T8, 32-watt wrap around fixtures to be replaced with 30 watt led wrap arounds and connections

GREEN ENERGY INNOVATIONS

5c.1

Project ID : GEI-225 A St.1119

Terms & Conditions

Terms & Conditions

1. I, the Customer, acknowledge, accept, and agree to the Total Project Cost stated in this proposal.

2. Any changes to this Scope of Work (limited to installation changes) must be agreed to, in writing, by both the Customer and GEI. Customer is responsible for all additional costs and agrees to pay the adjusted amount prior to/during the installation or upon GEI's inspection. Additional costs may be incurred during installation, which may include but are not limited to: lift rental fees, extra equipment fee, any applicable labor, socket change. If additional costs are incurred during installation, these will be reflected on the final invoice.

3. If the Customer requests off-hour installation, GEI requires Customer to provide an on-site representative to observe the installation. There may also be an additional charge for off-hour installation, to be determined based on project type and scope.

4. Products installed by GEI are covered by the manufacturer's product warranty for 5 years (Exact warranty period varies by manufacturer and installed model). Manufacturer product warranty is conditional and may not be honored if the defect is a result of the item not being professionally installed or tampering. Warranty claims will only be honored if the defective material is returned to GEI.

5.Projects installed by GEI are covered under 12-month parts and labor warranty. After the 12-month period, any service performed by GEI will be billed at a rate of $150/hr plus any equipment rental costs (if applicable). Customers who wish to install product themselves after the 12-month period will have the option to will-call the product from our warehouse in San Leandro or have the product shipped with payment of shipping costs. If Customer wishes to have material delivered, GEI will assess a delivery charge dependent upon distance. A quote for delivery services will be provided to the Customer prior to delivery.

6. Estimate and calculation of savings is based on a site survey consisting of a sample of the existing lighting at the property along with industry standard reasonable assumptions (e.g. lighting uniformity throughout the property). The estimate and calculation of savings are not guarantees. Pre/Post system wattage may vary. GEI will endeavor to estimate savings as accurately as possible. However, GEI will not be held liable for any discrepancy between estimated and actual savings.

7. If hazardous waste removal service is not requested, customer assumes sole responsibility for hazardous waste disposal in accordance with applicable state and/or local guidelines and GEI is not liable for any non-compliance with these guidelines. 8. GEI will perform an inspection of the electrical system and existing lighting prior to beginning installation. If any underlying or pre-existing issues are found, GEI will remove those areas from the scope of work until the issues are fixed at the Customer's expense by a licensed electrician. GEI is not liable for any outages caused by pre-existing electrical or wiring issues. If issues are not found during our pre-installation inspection, but are discovered during installation, GEI will inform the Customer and immediately cease all work. Work will recommence once the Customer has a licensed electrician correct the issues and give GEI the approval to continue installation.

9. Customer acknowledges and agrees to the following payment plan throughout the project: Upon agreement and signature of the project proposal, the Customer shall pay 10% of the Total Project Cost. Upon shipment of the required materials the Customer shall pay 40% of the Total Project Cost. Upon completion of installation and inspection, the Customer shall pay the remaining 50% of the Total Project Cost.

10. If GEI receives payment from the Customer more than 15 days after the invoice date, GEI may impose a late fee of $50.00. For any returned checks, Customer shall pay $25 for the first check passed on insufficient funds, and $35 for each subsequent check passed on insufficient funds. If GEI receives payment from the Customer more than 30 days after the invoice date, GEI may assess interest equal to one percent (1%) of the unpaid balance for each month, or a portion of the month the balance is unpaid. If the Customer has not paid an invoice for more than 90 days, GEI may refer collection of the unpaid amount to an attorney or collections agency. If the Customer's unpaid invoices are referred to an attorney or collections agency, customer shall pay all costs, reasonable attorney's fees and collection agency fees.

11. By signing below, I, the Customer acknowledge that I have read, understood, and agreed to all terms and conditions stated above and agree that the total price & quantity of materials for my facility to be accurate and correct. This proposal is valid for 30 days ONLY.

Scope of Work Notes

Customer Signature: ____________________	GEI Signature: ____________________
Customer Name: ____________________	GEI Name: ____________________
Customer Title: ____________________	GEI Title: ____________________
Date: ____________________	Date: ____________________

5c.1

LIGHT

— Your Reliable & One-Stop Lighting Supplier —

WRAPAROUND LIGHT

WRL Series

■ ADVANTAGE

- Wattage switchable : 15W/20W/24W (2ft) 30W/35W/40W (4ft) 64W/75W/90W (8ft)
- CCT switchable: 3500K/4000K/5000K
- 0-10 V dimmable
- CRI >80, PF >0.9
- Input voltage: AC100-277V
- Lumen: 135Lm/W
- Long lifespan and reliable
- DLC 5.1 premium & ETL certified

■ DETAILS

Features

- Outstanding thermal solution to support better heat dissipation.
- PMMA Lens to maximize light output and distribution.
- High-density LEDs for uniform light output.
- Wattage and CCT switchable through dip-switches.

Installations

- Suspend the wraparound light by using suspension wire.
- Can be surface mounted to walls and ceilings.

Application

- perfect for garages, office, workshops, utility rooms, storage rooms, equipment rooms, etc.

Certifications

- DLC premium.
- Comply with the requirements of the Standard(s) for Luminaires and are identified with the cETL Listed Mark.

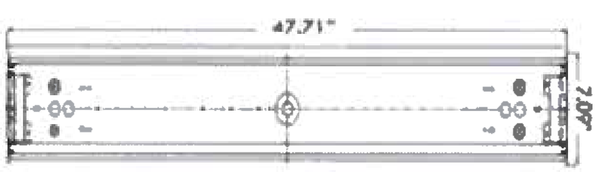
Accessories

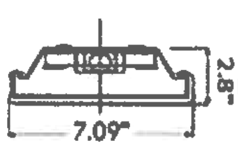
- Emergency battery , motion sensor, surface mounted kits for option.

Warranty

- All products from DIMI LIGHT are guaranteed with 5 years' warranty.
- See Warranty policy from DIMI LIGHT for additional information.

■ DIMENSIONS





SIZE	Length(inch)	Width (inch)	Height(inch)
2ft	24.10"	7.09"	2.90"
4ft	47.71"	7.09"	2.90"
8ft	94.42"	7.09"	2.90"

DIMI LIGHT

— Your Reliable & One-Stop Lighting Supplier —

WRAPAROUND LIGHT

WRL Series

5c.1

■ SPECIFICATION

	MODEL	SIZE	WATT	CCT	LUMEN	EFFICACY
☐	DM-WR2FT152024W-3545K	2ft	15W/20W/24W	3500K/4000K/5000K switchable	1950Lm 2600Lm 3120Lm	130Lm/W
☐	DM-WR4FT303540W-3545K	4ft	30W/35W/40W switchable	3500K/4000K/5000K switchable	3900Lm 4550Lm 6500Lm	130Lm/W
☐	DM-WR8FT647590W-3545K	8ft	64W/75W/90W switchable	3500K/4000K/5000K switchable	3900Lm 4550Lm 6500Lm	130Lm/W

■ ACCESSORIES (order separately)

- ☐ Emergency Battery
- ☐ Suspension Mounted Kit
- ☐ Motion Sensor
- ☐ Remote Controller

Emergency Battery

- UL listed approved
- Emergency power: 20W
- Charging time: 24 hours
- Illumination time: 90 minutes

Motion Battery

- Output Dimming: 0-10V
- Max Installation height: 40ft
- Microwave, Bi-level sensor
- Detection Distance: 26ft

Remote Controller

- LCD screen display
- Memory and apply function
- Universal smart controller for dimmable sensor

Suspension Mounted Kit

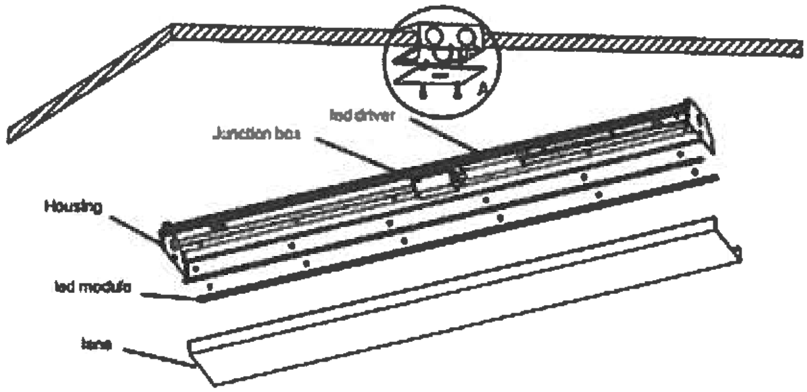
- For suspending the Highbay
- Material: stainless steel

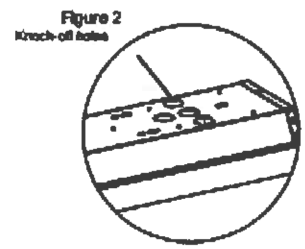
■ PACKING INFO

SIZE	4PCS/CARTON			CONTAINER		
	DIMENSION(INCH)	N.W(LBS)	G.W(LBS)	20'GP(PCS)	40'GP(PCS)	40HQ(PCS)
4ft	49.21"x8.27"x12.99"	22.49	25.57	1600	3300	3500

INSTALLATIONS

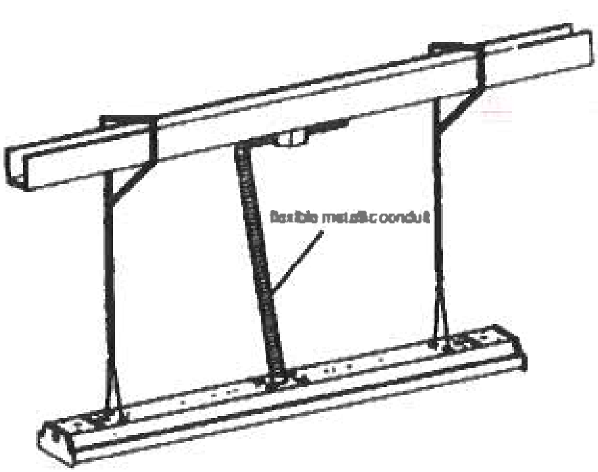
Surface Mounting

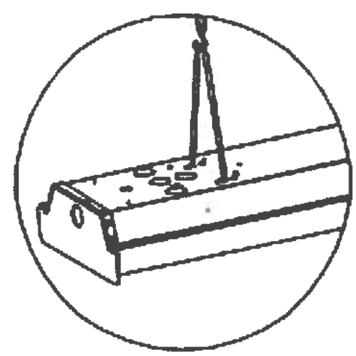




Step1. Remove product from packaging.
Step2. Remove lens by pulling from one side of the fixture and hinge on the other.
Step3. For mounting, using the provided mounting holes on each end of the fixture housing.
Step4. Make electrical connections according to code.
Step5. Install channel cover.
Step6. Install lens on one side of the fixture and rotate to engage the opposite side.

Suspension Mounting





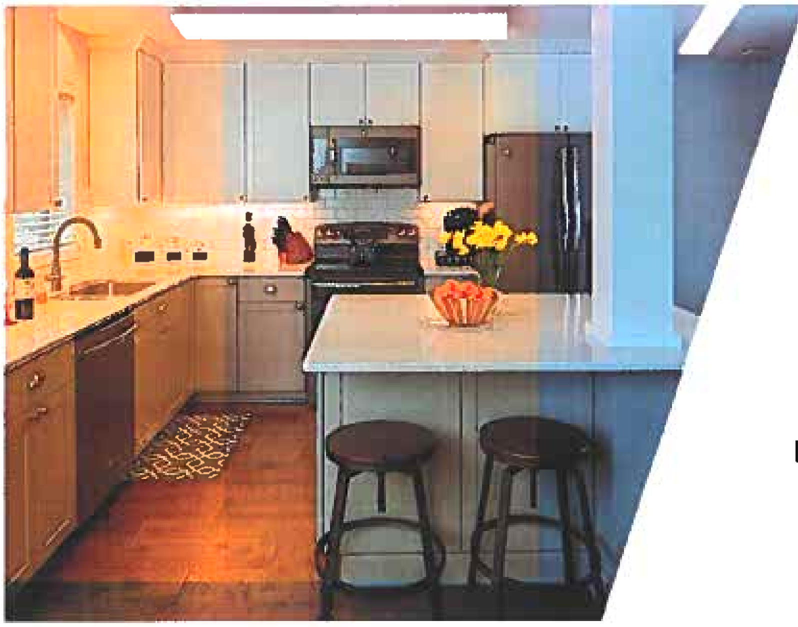
DIMI LIGHT
— Your Reliable & One-Stop Lighting Supplier —

WRAPAROUND LIGHT

WRL Series

5c.1

■ APPLICATION



SELECTABLE COLOR TEMPERATURE

Decorate your space with the perfect lighting solution that offer 3 color temperature ranging from 3500K to 5000K.

GREEN ENERGY INNOVATIONS

5c.1

Project ID : GEI-225 A St.1119

Itemized List of Current and Proposed Light Fixtures

Existing Fixture Qty	Location	Old Measure	Existing Measure Wattage	Proposed Fixture Qty	Proposed Measure	Proposed Meaure Wattage	Annual Hours	Total System Savings kWh
2	Exterior	Metal Halide 250W Barn Light	295	2	LOC-BL-MW(35/50/65)MCCT(30/40/50)	65	4380	2014.8
1	Exterior	Metal Halide 250W Wall Pack	295	1	LOC-WP-MW(60/80/100/120)50KDLV	120	4380	766.5
1	Exterior	Metal Halide 250W Shoebox Square	295	1	YR-PL295-W150 5K	145.6	4380	654.372
14	Interior	3L 4ft T8 32W 2x4 Wrap	89	14	DM-WR4FT303540W-3545K	30	2400	1982.4

EQUIPMENT RENTAL/LABOR		Units
Lift Rental - Per Day		1
Labor		1
Total		2

Product Subtotal	$	2,620.00
Equipment Rental/Labor	$	4,280.00
Total Project Cost	$	6,900.00

Lions Center Gym
- 225 A Street, Brawley, CA
- A total of two (2) existing exterior 250-watt metal halide fixtures to be replaced with 65 watt led barn lights and connections
- A total of one (1) existing exterior 250-watt metal halide fixture to be replaced with 120 watt led wall pack and connections
- A total of one (1) existing exterior 250-watt metal halide fixture to be replaced with 150 watt led shoebox and connections
- A total of fourteen (14) existing interior three-lamp, four foot, T8, 32-watt wrap around fixtures to be replaced with 30 watt led wrap arounds and connections

14545 Valley View Ave, Ste J
Santa Fe Springs, CA 90670
P: 323.622.1930 | F: 323.622.1937

5c.1

LEDone®

Date: ____________ Location: ____________________

Product: ____________ Project: ____________________

Quantity: ____________ Catalog #: ____________________

5c.1

LED Barn Light (Dusk to Dawn) Series

FEATURES

- Default Wattage: 65W
- Default CCT: 5,000K
- ON / OFF Photocell switch
- IP66 rated
- Corrosion resistant
- 50,000 hours lifetime

SUITABLE APPLICATIONS

- Commercial buildings
- Schools
- Barns
- Yards & Loading Docks
- Streets

CONSTRUCTION:
Cold forged aluminum housing with PC lens

ELECTRICAL:
Available as 120-277V input. -40°C to 45°C

OPTICAL SYSTEM:
SMD 2835 LED chips. 140° beam

INSTALLATION & MOUNTING:
Wall Mount or Arm Mount

Minimum Pole Size: 1.48"

Maximum Pole Size: 16.1"

WARRANTY:
5-year limited warranty. Actual performance may differ as a result of end-user environment and application.

DLC LISTED PREMIUM

UL CERTIFIED

MODEL NUMBER	WATTAGE	LUMENS	EFFICACY	CRI	POWER FACTOR	THD
LOC-BL-MW(35/50/65)MCCT(30/40/50)	35W	4,396.7LM	125.62LM/W	72.1	0.8923	18.86%
LOC-BL-MW(35/50/65)MCCT(30/40/50)	50W	6,281LM	125.62LM/W	72.1	0.8923	18.86%
LOC-BL-MW(35/50/65)MCCT(30/40/50)	65W	8,074.6LM	125.62LM/W	72.1	0.8923	18.86%

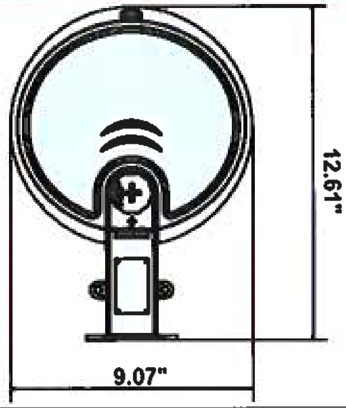
DLC Product ID:
- LOC-BL-MW(35/50/65)MCCT(30/40/50) – PLS630Y2HXDH

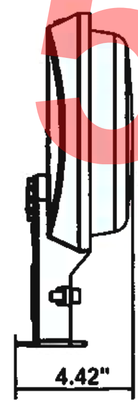
Phone: (844) LEDONE6 | Fax: 1-510-217-9461 | Web: www.ledonecorp.com

5c.1

LEDone

MEASUREMENTS





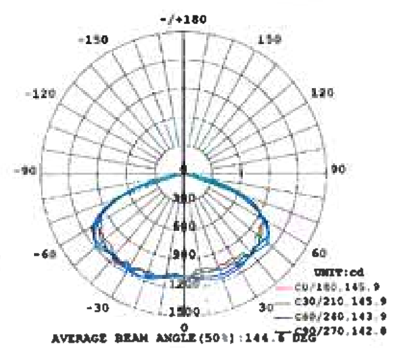
MODEL	QUANTITY	WEIGHT	UPC CODE
LOC-BL-MW(35/50/65)MCCT(30/40/50)	1	3.31 lbs	00810050940368

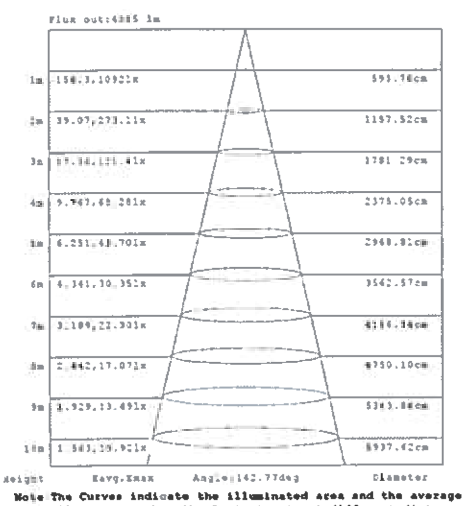
OPTIONAL ACCESSORIES

Arm Mount

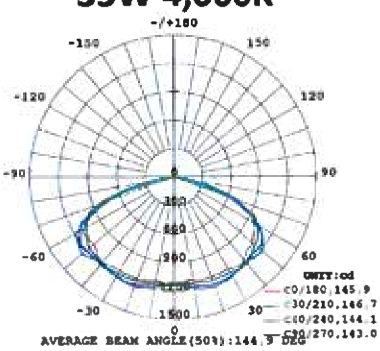
PHOTOMETRIC DATA

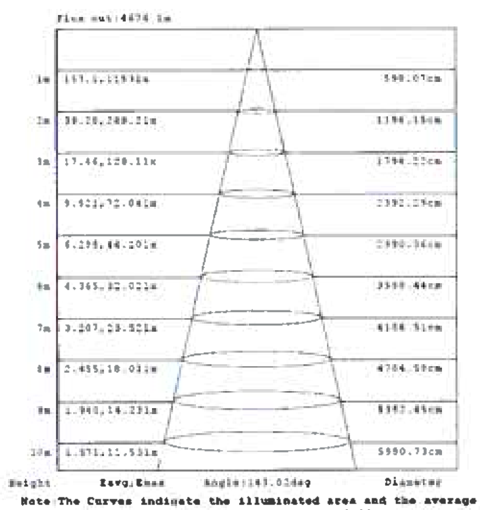
35W 3,000K



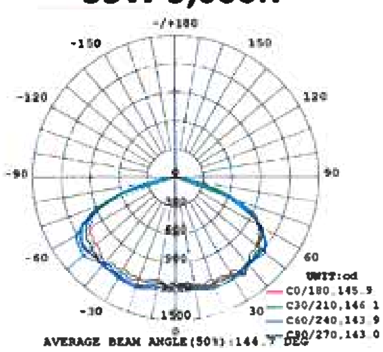


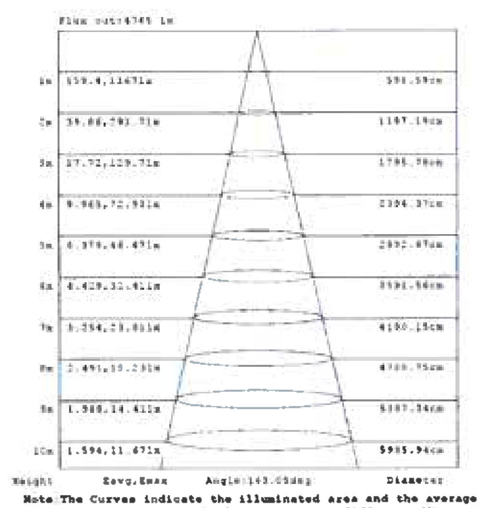
35W 4,000K





35W 5,000K

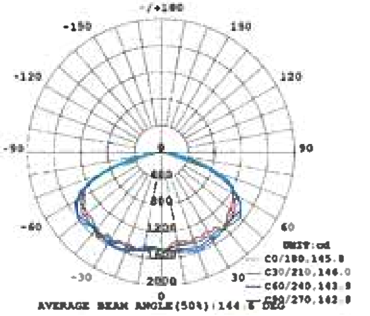


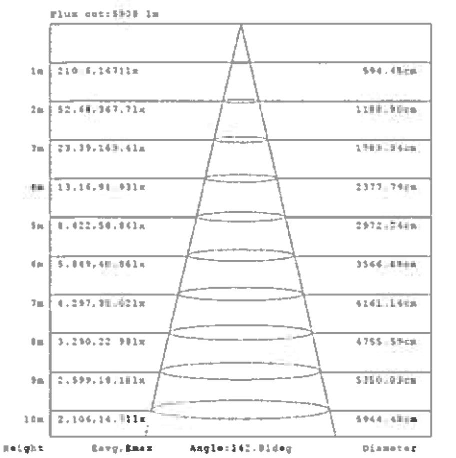


PHOTOMETRIC DATA

5c.1

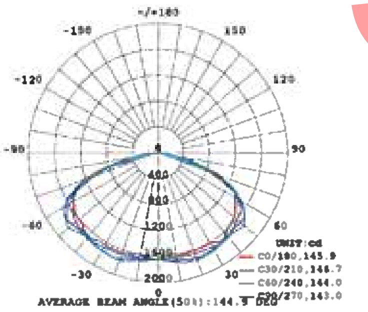
50W 3,000K

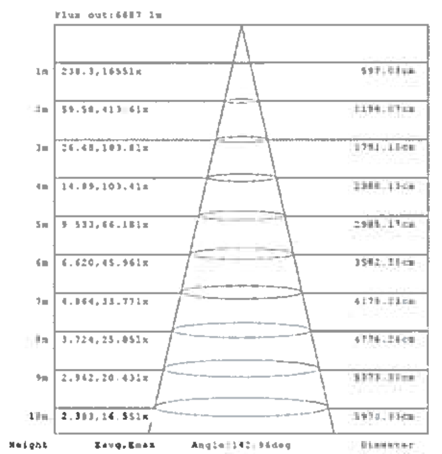




Note: The Curves indicate the illuminated area and the average illumination when the luminaire is at different distance.

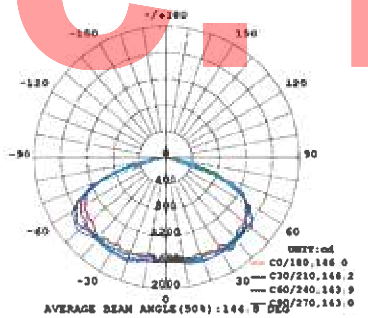
50W 4,000K

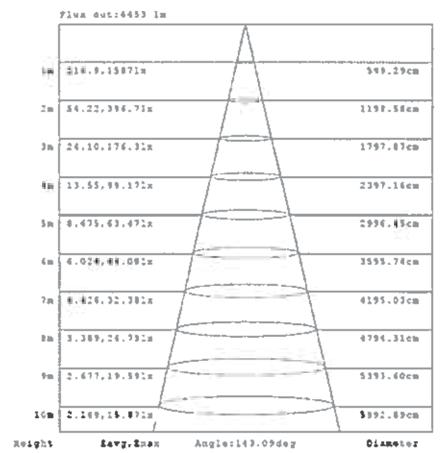




Note: The Curves indicate the illuminated area and the average illumination when the luminaire is at different distance

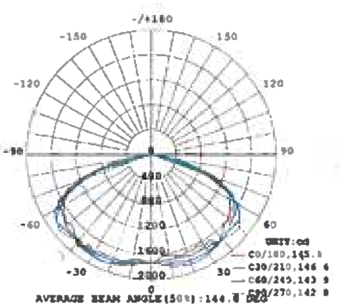
50W 5,000K

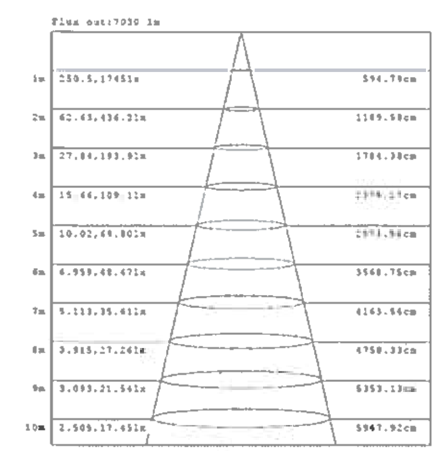




Note: The Curves indicate the illuminated area and the average illumination when the luminaire is at different distance.

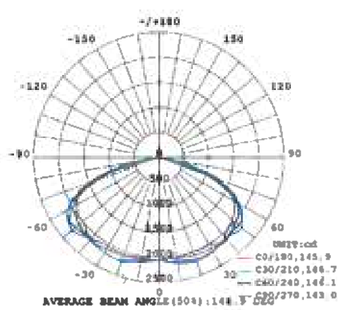
65W 3,000K

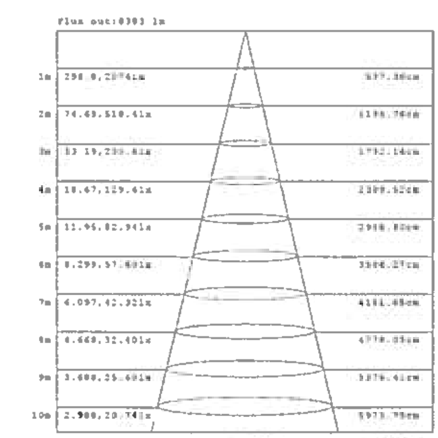




Note: The Curves indicate the illuminated area and the average illumination when the luminaire is at different distance

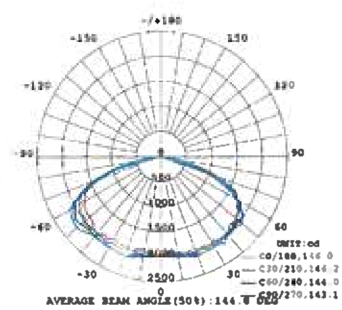
65W 4,000K

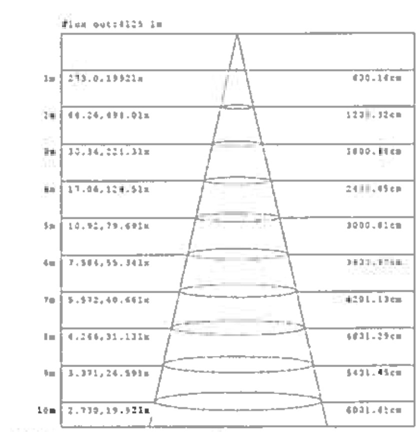




Note: The Curves indicate the illuminated area and the average illumination when the luminaire is at different distance.

65W 5,000K





Note: The Curves indicate the illuminated area and the average illumination when the luminaire is at different distance.

5c.1

LEDone®

Date: ____________ Location: ____________

Product: ____________ Project: ____________

Quantity: ____________ Catalog #: ____________

5c.1

LED LOC-RGAL Area Light Family Series

75W / 100W / 120W / 150W

160W / 200W / 240W / 320W

CONSTRUCTION:
Bronze die-cast aluminum housing treated by anodic oxidation.

OPTICAL SYSTEM:
Lumileds 3030 LED chips. 120° beam angle. Type 3 lens standard.

WARRANTY:
5-year limited warranty. Actual performance may differ as a result of end-user environment and application.

ELECTRICAL:
Available as 120-277V or 347-480V input. 10KV surge protection. -40°C to 40°C, -40°F to 104°F

INSTALLATION & MOUNTING:
Pole Mounting - Extruded Adjustable Arm, Adjustable Slip Fitter, Trunnion or U-Bracket.

CONTROLS & DIMMING:
0-10V dimming comes standard. Motion sensor, photocell and remote-control options available.

FEATURES

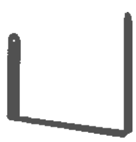
- Default Wattages:
  - 150W
  - 320W
- Default CCT: 5,000K
- IP65 rated
- Full cut off
- Easy installation and maintenance
- Corrosion and rust proof
- 50,000 hours lifetime

SUITABLE APPLICATIONS

- Warehouses
- Stadiums
- Factories
- Parking Lots
- Supermarkets
- Logistic Centers
- Exhibition Halls

MOUNTING OPTIONS:

Adjustable Arm



150W U-Bracket
320W U-Bracket

Adjustable Slip Fitter

Trunnion

DLC Product ID:

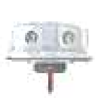
- LOC-RGAL-MW(75/100/120/150)50KD-T3LV - P6Z40T5F
- LOC-RGAL-MW(160/200/240/320)50KD-T3LV - PT2FSPUV
- LOC-RGAL-MW(75/100/120/150)50KD-T3HV – S-W1XC4I
- LOC-RGAL-MW(160/200/240/320)50KD-T3HV – S-NIYTVM
- LOC-RGAL-MW(75/100/120/150)MCCT(30/40/50)D-T3LV – S-18XFBR
- LOC-RGAL-MW(160/200/240/320)MCCT(30/40/50)D-T3LV – S-0YHNGQ

DLC LISTED PREMIUM

ETL us Intertek

TAA COMPLIANT

OPTIONAL ACCESSORIES:



Microwave Sensor
LOC-ACY-S-MWS-01-G1
(Compatible with LOC-RC-WHITE-G1)

Microwave Bluetooth Sensor
LOC-ACY-S-MWS-BT-01-G1
(Compatible with App)

150W Rear Shield
320W Rear Shield

PIR Sensor
LOC-ACY-S-PIRS-01-G1
(Compatible with LOC-RC-WHITE-G1)

PIR Bluetooth Sensor
LOC-ACY-S-PIRS-BT-01-G1
(Compatible with App)

Remote Control
LOC-RC-WHITE-G1

WATTAGE	BUG RATING	EPA
75W	B3-U2-G2	0.96
100W	B3-U2-G3	0.96
120W	B3-U2-G3	0.96
150W	B4-U1-G3	0.96
160W	B5-U3-G3	1.96
200W	B5-U3-G3	1.96
240W	B5-U3-G4	1.96
320W	B5-U3-G4	1.96

Phone: (844) LEDONE6 | Fax: 1-510-217-9461 | Web: www.ledonecorp.com

LED LOC-RGAL Area Light Family Series

5c.1

LEDone

LOC-RGAL-MW(75/100/120/150)50KD-T3LV

WATTAGE SELECTABLE	CCT	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
75W	5000K	12,000LM	148.45lm/W	120-277V	70	0.974	8%	175W – 600W HID
100W	5000K	14,845LM	148.45lm/W	120-277V	70	0.974	8%	175W – 600W HID
120W	5000K	17,814LM	148.45lm/W	120-277V	70	0.974	8%	175W – 600W HID
150W	5000K	22,386LM	148.45lm/W	120-277V	70	0.974	8%	175W – 600W HID

LOC-RGAL-MW(160/200/240/320)50KD-T3LV

WATTAGE SELECTABLE	CCT	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
160W	5000K	25,600LM	144lm/W	120-277V	70	0.9	20%	600W – 1,000W HID
200W	5000K	28,800LM	144lm/W	120-277V	70	0.9	20%	600W – 1,000W HID
240W	5000K	34,560LM	144lm/W	120-277V	70	0.9	20%	600W – 1,000W HID
320W	5000K	46,000LM	144lm/W	120-277V	70	0.9	20%	600W – 1,000W HID

LOC-RGAL-MW(75/100/120/150)50KD-T3HV

WATTAGE SELECTABLE	CCT	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
75W	5000K	11,250LM	150lm/W	347-480V	70	0.9	20%	175W – 600W HID
100W	5000K	15,000LM	150lm/W	347-480V	70	0.9	20%	175W – 600W HID
120W	5000K	18,000LM	150lm/W	347-480V	70	0.9	20%	175W – 600W HID
150W	5000K	22,500LM	150lm/W	347-480V	70	0.9	20%	175W – 600W HID

LOC-RGAL-MW(160/200/240/320)50KD-T3HV

WATTAGE SELECTABLE	CCT	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
160W	5000K	24,000LM	150lm/W	347-480V	70	0.9	20%	600W – 1,000W HID
200W	5000K	30,000LM	150lm/W	347-480V	70	0.9	20%	600W – 1,000W HID
240W	5000K	36,000LM	150lm/W	347-480V	70	0.9	20%	600W – 1,000W HID
320W	5000K	48,000LM	150lm/W	347-480V	70	0.9	20%	600W – 1,000W HID

LOC-RGAL-MW(75/100/120/150)MCCT(30/40/50)D-T3LV

WATTAGE SELECTABLE	CCT SELECTABLE	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
75W	3000K / 4000K / 5000K	10,240.5LM	145LM/W	120-277V	71	0.974	8.3%	175W – 600W HID
100W	3000K / 4000K / 5000K	13,654LM	145LM/W	120-277V	71	0.974	8.3%	175W – 600W HID
120W	3000K / 4000K / 5000K	16,384.8LM	136.54LM/W	120-277V	71	0.974	8.3%	175W – 600W HID
150W	3000K / 4000K / 5000K	20,481LM	136.54LM/W	120-277V	71	0.974	8.3%	175W – 600W HID

LOC-RGAL-MW(160/200/240/320)MCCT(30/40/50)D-T3LV

WATTAGE SELECTABLE	CCT SELECTABLE	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
160W	3000K / 4000K / 5000K	23,200LM	145lm/W	120-277V	70	0.9	20%	600W – 1,000W HID
200W	3000K / 4000K / 5000K	29,000LM	145lm/W	120-277V	70	0.9	20%	600W – 1,000W HID
240W	3000K / 4000K / 5000K	34,800LM	145lm/W	120-277V	70	0.9	20%	600W – 1,000W HID
320W	3000K / 4000K / 5000K	46,400LM	145lm/W	120-277V	70	0.9	20%	600W – 1,000W HID

LED LOC-RGAL Area Light Family Series

LEDone

5c.1

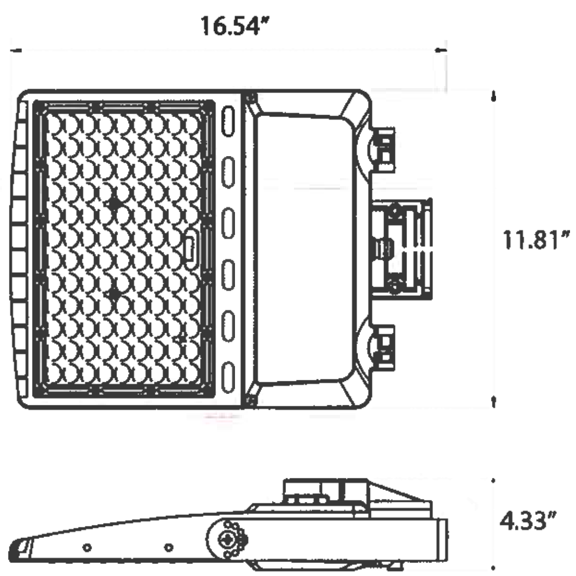
LOC-RGAL-MW(75/100/120/150)MCCT(30/40/50)D-T3HV

WATTAGE SELECTABLE	CCT SELECTABLE	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
75W	3000K / 4000K / 5000K	10,240.5LM	145LM/W	347-480V	71	0.974	8.3%	175W – 600W HID
100W	3000K / 4000K / 5000K	13,654LM	145LM/W	347-480V	71	0.974	8.3%	175W – 600W HID
120W	3000K / 4000K / 5000K	16,384.8LM	136.54LM/W	347-480V	71	0.974	8.3%	175W – 600W HID
150W	3000K / 4000K / 5000K	20,481LM	136.54LM/W	347-480V	71	0.974	8.3%	175W – 600W HID

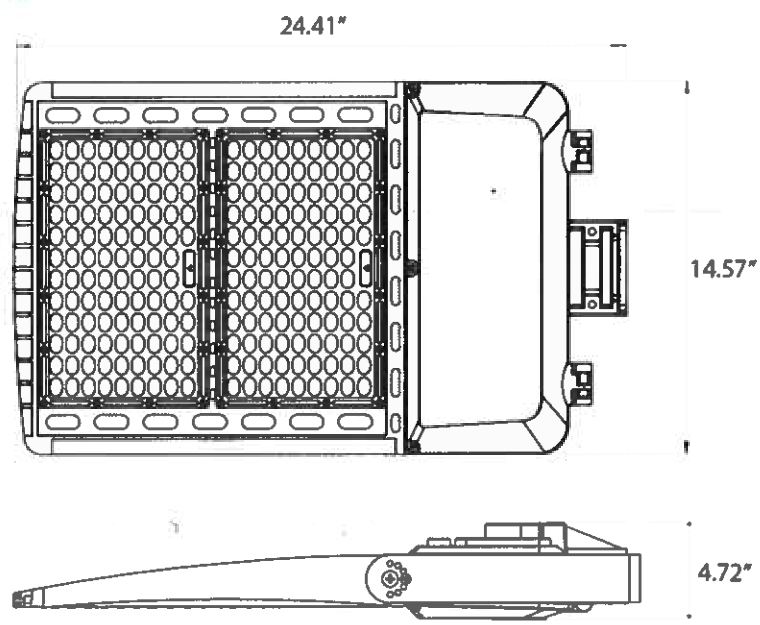
LOC-RGAL-MW(160/200/240/320)MCCT(30/40/50)D-T3HV

WATTAGE SELECTABLE	CCT SELECTABLE	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
160W	3000K / 4000K / 5000K	23,200LM	145lm/W	347-480V	70	0.9	20%	600W – 1,000W HID
200W	3000K / 4000K / 5000K	29,000LM	145lm/W	347-480V	70	0.9	20%	600W – 1,000W HID
240W	3000K / 4000K / 5000K	34,800LM	145lm/W	347-480V	70	0.9	20%	600W – 1,000W HID
320W	3000K / 4000K / 5000K	46,400LM	145lm/W	347-480V	70	0.9	20%	600W – 1,000W HID

MEASUREMENTS



75W / 100W / 120W / 150W



160W / 200W / 240W / 320W

MODEL	QUANTITY	WEIGHT	UPC CODE
LOC-RGAL-MW(75/100/120/150)50KD-T3LV	1	8.25lbs	00810050945943
LOC-RGAL-MW(160/200/240/320)50KD-T3LV	1	15.25lbs	00810050945929
LOC-RGAL-MW(75/100/120/150)50KD-T3HV	1	8.25lbs	00810050945950
LOC-RGAL-MW(160/200/240/320)50KD-T3HV	1	15.25lbs	00810050945936
LOC-RGAL-MW(75/100/120/150)MCCT(30/40/50)D-T3LV	1	8.25lbs	00810050944038
LOC-RGAL-MW(160/200/240/320)MCCT(30/40/50)D-T3LV	1	15.25lbs	00810050944045
LOC-RGAL-MW(75/100/120/150)MCCT(30/40/50)D-T3HV	1	8.25lbs	00810050944052
LOC-RGAL-MW(160/200/240/320)MCCT(30/40/50)D-T3HV	1	15.25lbs	00810050944069

5c.1

LEDone®

5c.1

Date: ____________ Location: ____________

Product: ____________ Project: ____________

Quantity: ____________ Catalog #: ____________

LED LOC-WP Multi Watt Wall Pack Light Family Series

20W / 25W / 40W / 60W

60W / 80W / 100W / 120W

CONSTRUCTION:
Heavy die-cast aluminum alloy housing with bronze powder-coated finish. Glass lens.

OPTICAL SYSTEM:
Lumileds LUXEON 3030 2D LED chips. High quality tempered glass optics. 120° beam angle.

WARRANTY:
5-year limited warranty. Actual performance may differ as a result of end-user environment and application.

ELECTRICAL:
Available as 120-277V input. -40°C to 40°C, -40°F to 104°F

INSTALLATION & MOUNTING:
Wall Mounting with quick mount back plate for easy installation.

CONTROLS & DIMMING:
0-10V dimming comes standard. Photocell is included.

FEATURES

- **Made in Taiwan**
- Default Wattage:
  - 60W
  - 120W
- IP65 rated
- Easy installation and maintenance
- Corrosion and rust proof
- Photocell included
- Semi cut-off
- 50,000 hours lifetime

SUITABLE APPLICATIONS

- Warehouses
- Stadiums
- Factories
- Parking Lots
- Shopping Malls
- Supermarkets
- Logistic Centers
- Auto dealerships

MOUNTING OPTIONS:

Quick Mount Back Plate

DLC Product ID:

- LOC-WP-MW(20/25/40/60)50KDLV – P26JSZIL
- LOC-WP-MW(60/80/100/120)50KDLV – P30ZMFXW

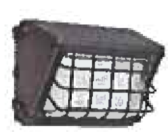
DLC LISTED PREMIUM

TAA COMPLIANT

Intertek

OPTIONAL ACCESSORIES:

Cut-off Shield



Wire Guard

WATTAGE	BUG RATING
20W/25W/40W/60W	B3-U4-G3
60W/80W/100W/120W	B3-U5-G4

LED LOC-WP Multi Watt Wall Pack Light Family Series

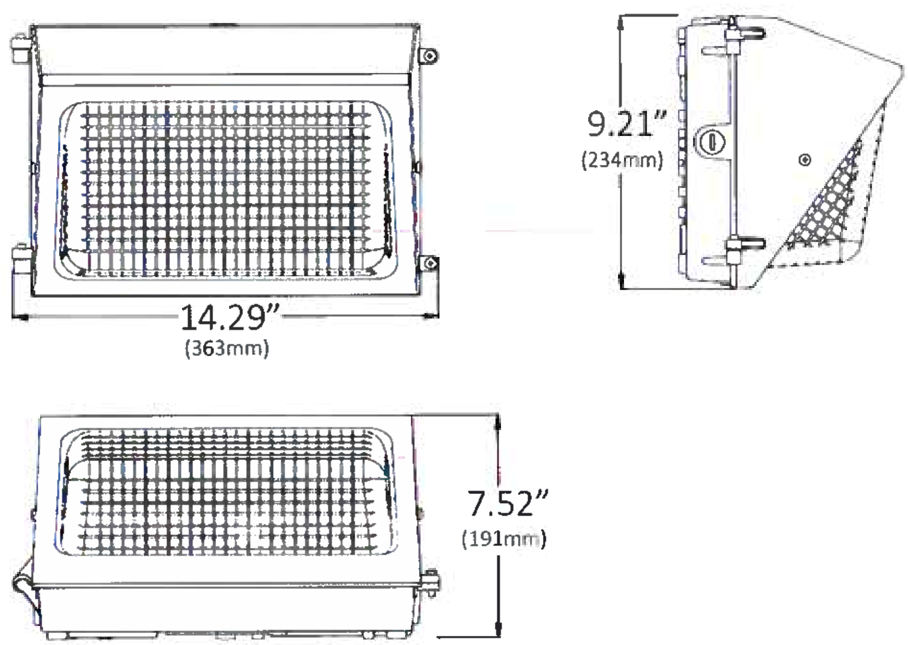
5c.1

LEDone

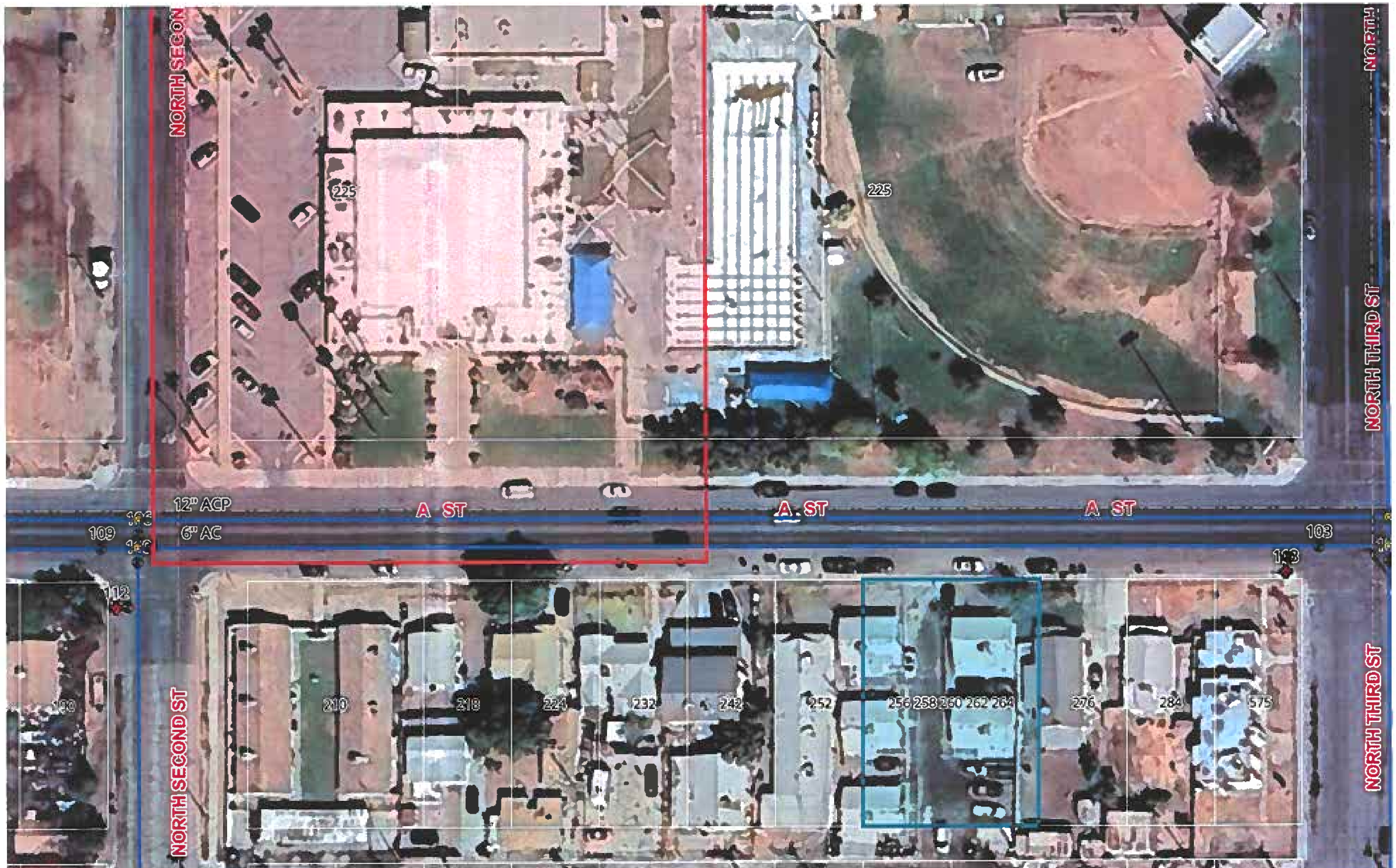
LOC-WP-MW(20/25/40/60)50KDLV								
WATTAGE SELECTABLE	CCT	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
20W	5000K	2,700LM	135lm/W	120-277V	70	0.9	20%	70W – 150W HID
25W	5000K	3,375LM	135lm/W	120-277V	70	0.9	20%	70W – 150W HID
40W	5000K	5,400LM	135lm/W	120-277V	70	0.9	20%	175W – 250W HID
60W	5000K	8,100LM	135lm/W	120-277V	70	0.9	20%	175W – 250W HID

LOC-WP-MW(60/80/100/120)50KDLV								
WATTAGE SELECTABLE	CCT	LUMENS	EFFICACY	VOLTAGE	CRI	POWER FACTOR	THD	REPLACES
60W	5000K	8,286LM	138.1lm/W	120-277V	74	0.967	8%	175W – 250W HID
80W	5000K	11,048LM	138.1lm/W	120-277V	74	0.967	8%	175W – 250W HID
100W	5000K	13,810LM	138.1lm/W	120-277V	74	0.967	8%	320W – 400W HID
120W	5000K	16,572LM	138.1lm/W	120-277V	74	0.967	8%	320W – 400W HID

MEASUREMENTS



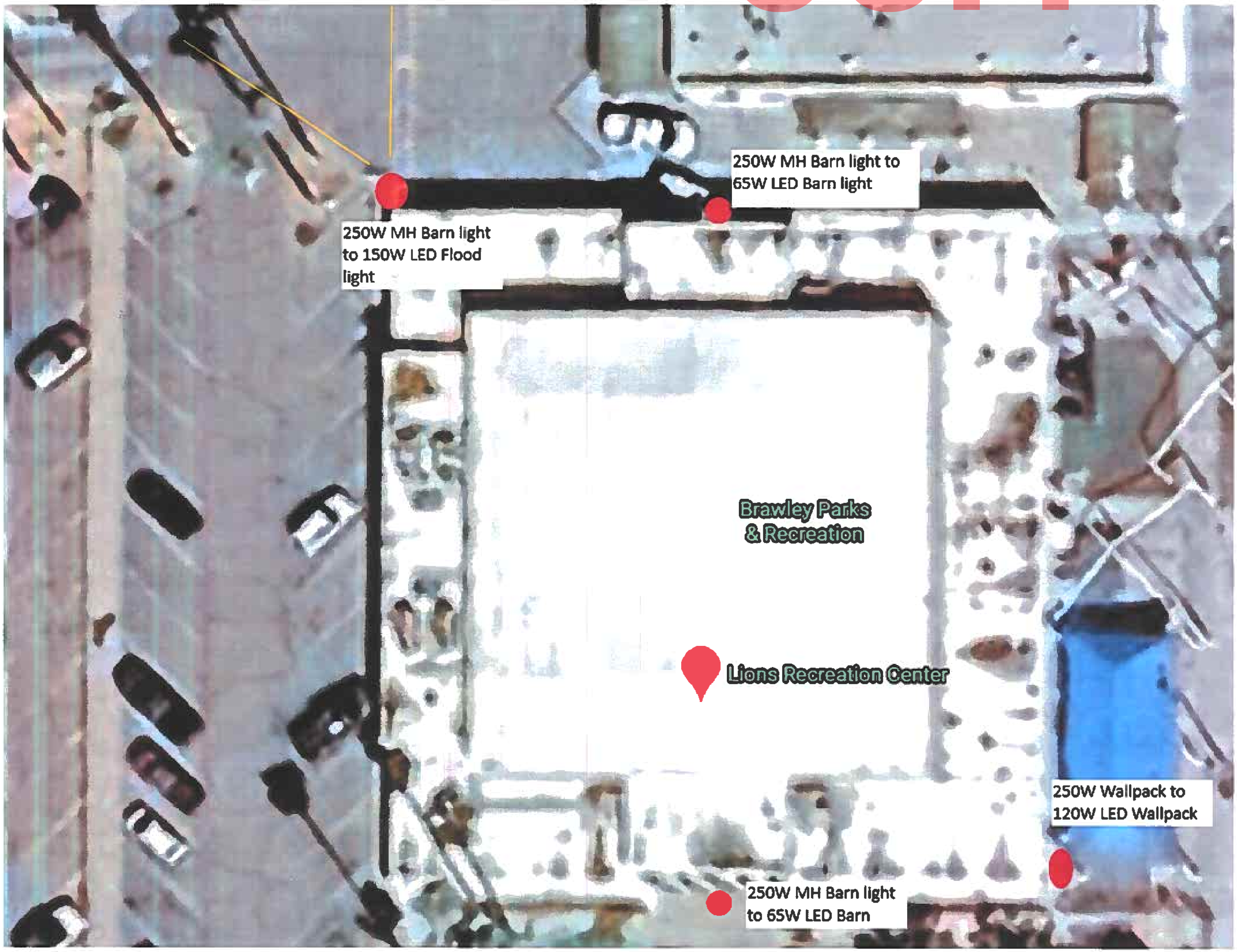
MODEL	QUANTITY	WEIGHT	UPC CODE
LOC-WP-MW(20/25/40/60)50KDLV	1	7.94lbs	00810050945813
LOC-WP-MW(60/80/100/120)50KDLV	1	9.26lbs	00810050945912

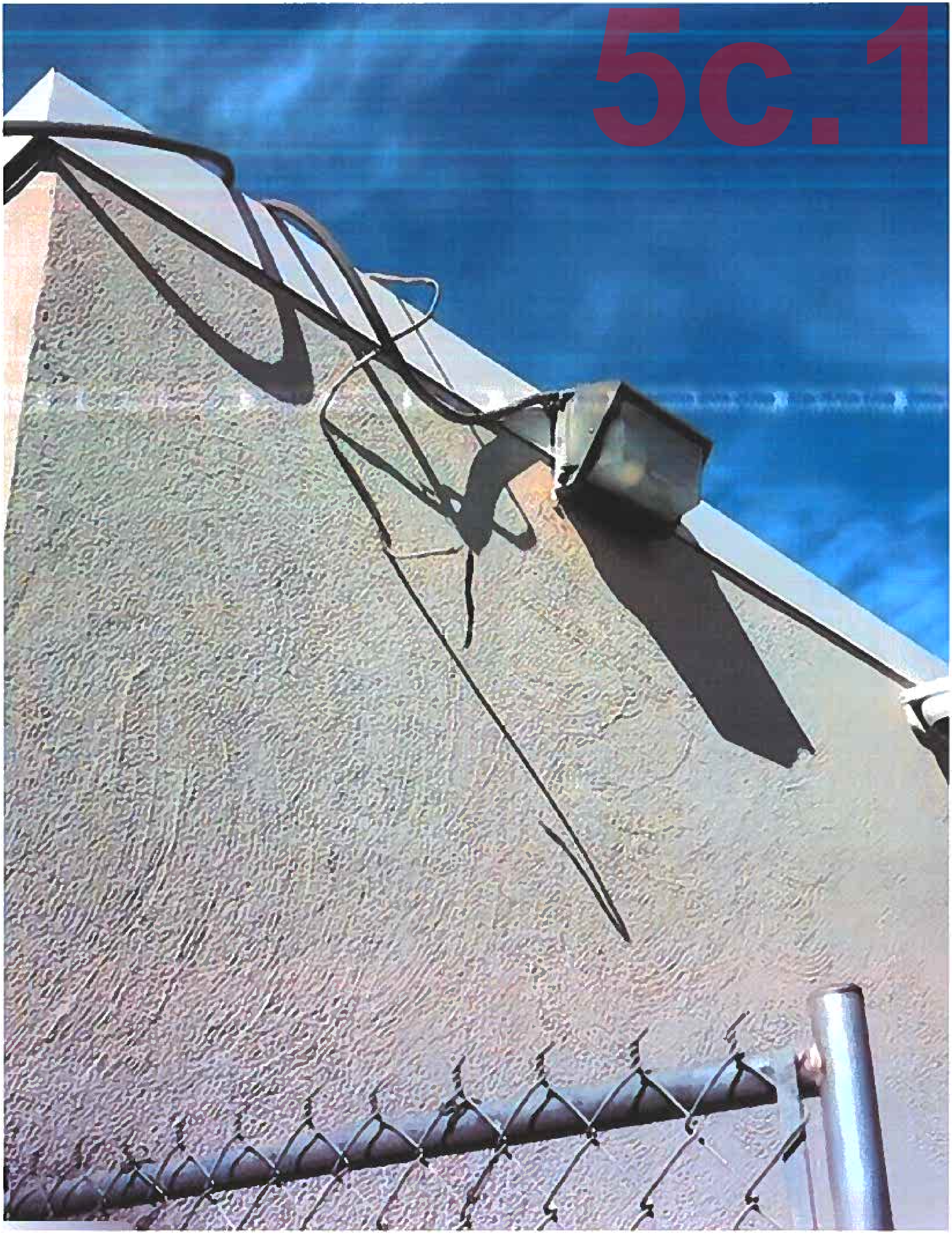


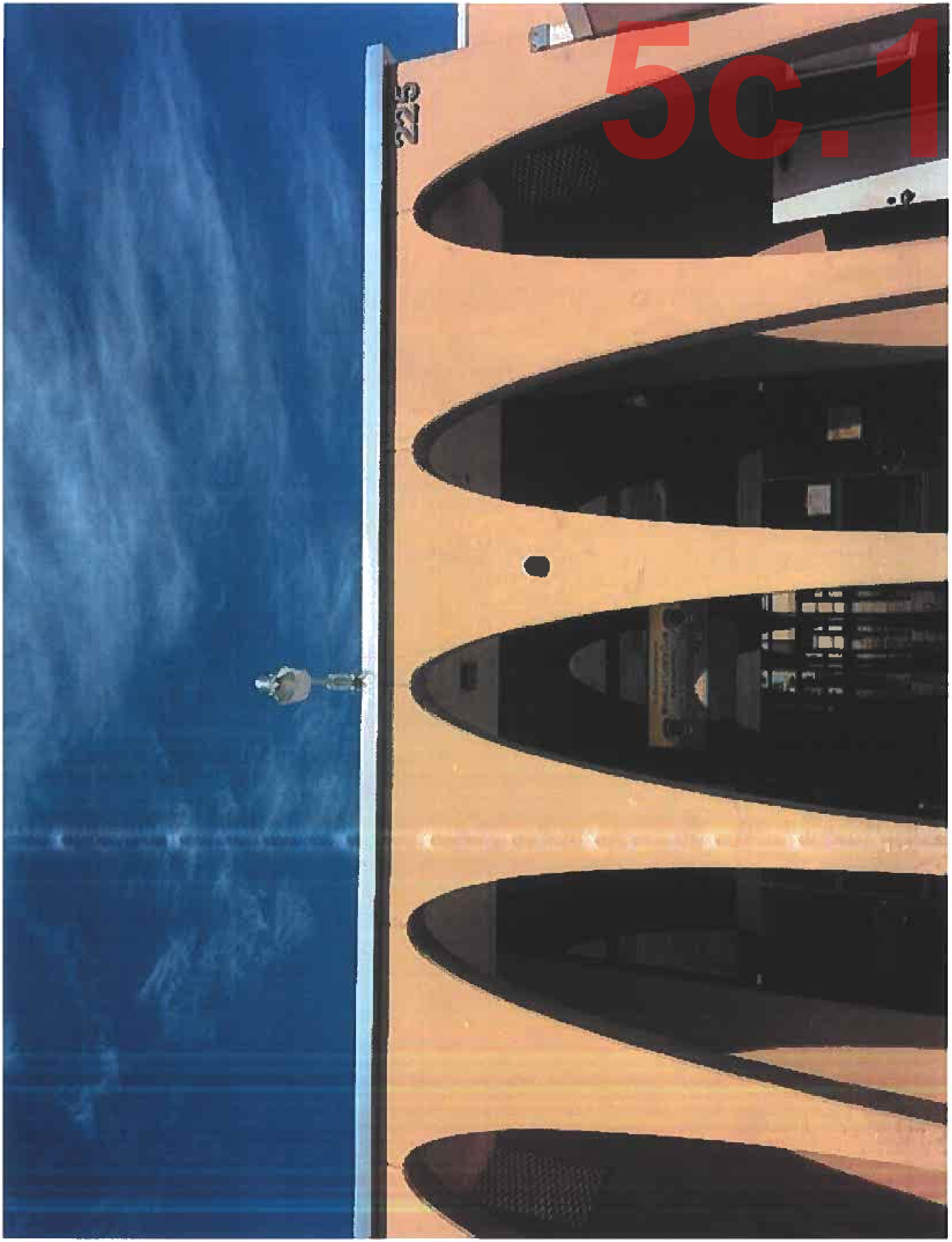
1" = 81 ft	Lions Center Gym	11/18/2025	CITY OF BRAWLEY INCORPORATED 1908

This map may represent a visual display of related geographic information. Data provided here is not a guarantee of actual field conditions. To ensure complete accuracy, please contact the responsible staff for the most up-to-date information.

5c.1


250W MH Barn light to 150W LED Flood light
250W MH Barn light to 65W LED Barn light
Brawley Parks & Recreation
Lions Recreation Center
250W Wallpack to 120W LED Wallpack
250W MH Barn light to 65W LED Barn

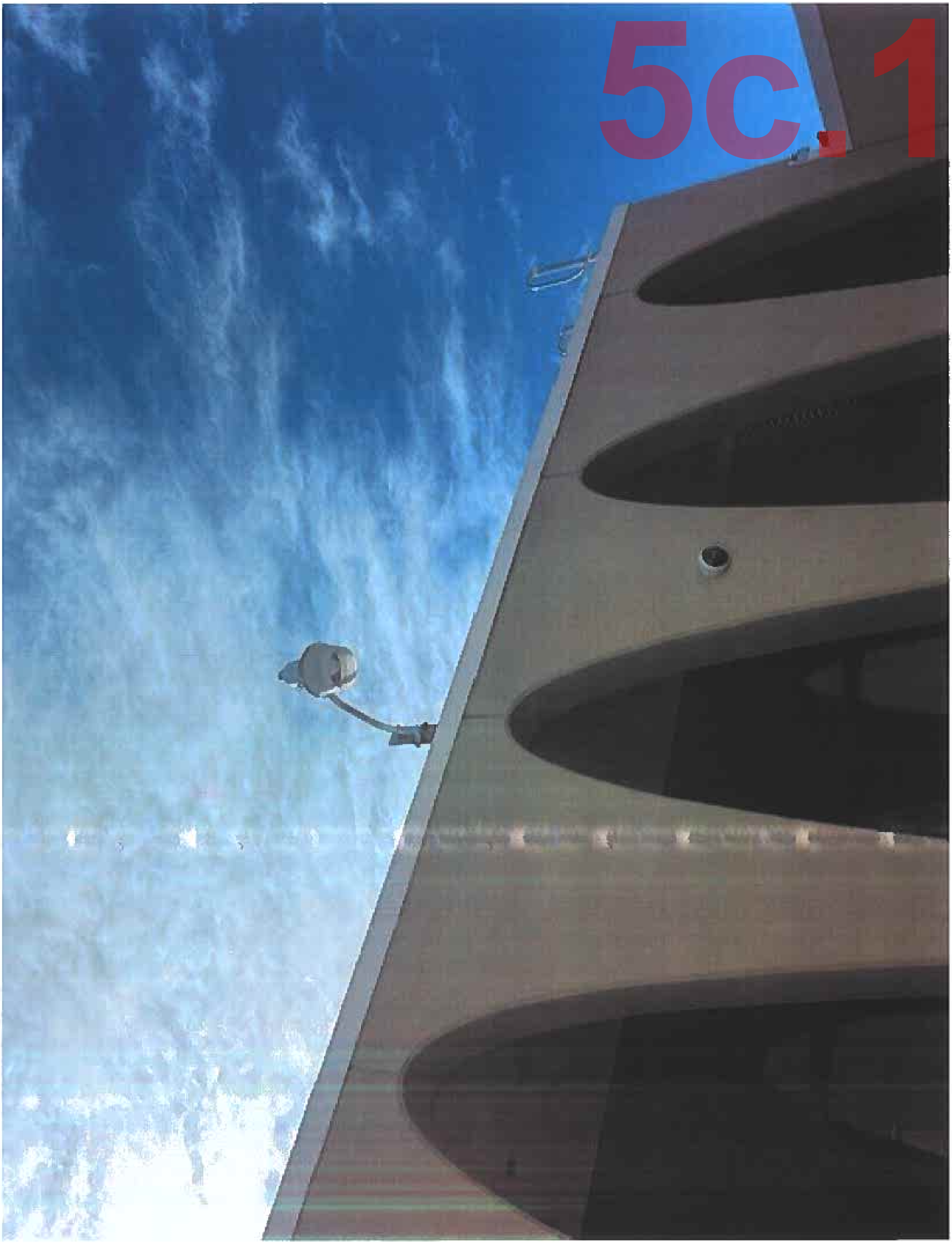

5c.1



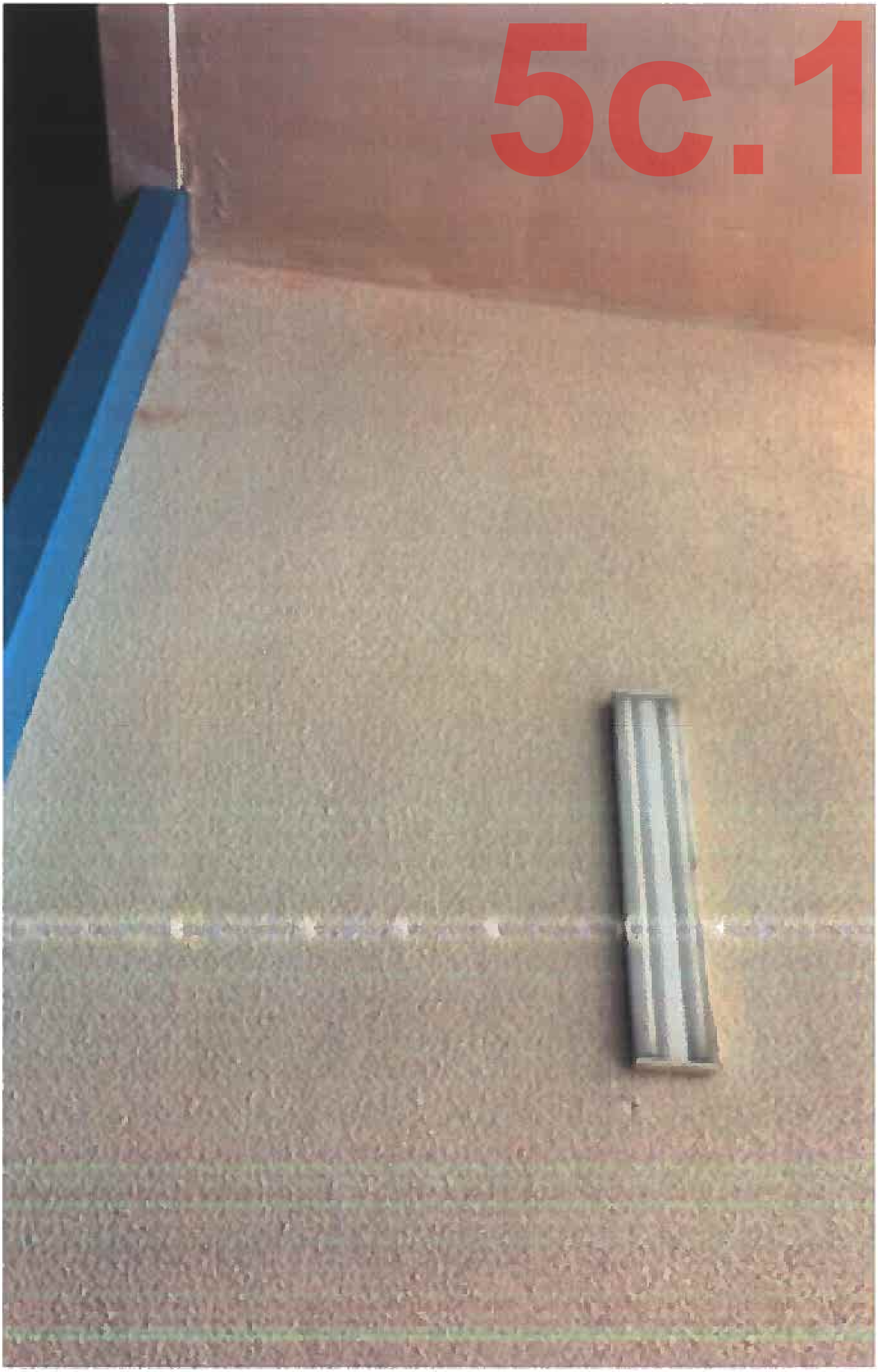
5c.1


5c.1

5c.1



5c.1


5c.1


5c.1

5c.1

GREEN ENERGY INNOVATIONS

Project ID : GEI-1119

Itemized List of Current and Proposed Light Fixtures

Existing Fixture Qty	Location	Old Measure	Existing Measure Wattage	Proposed Fixture Qty	Proposed Measure	Proposed Meaure Wattage	Annual Hours	Total System Savings kWh
41	Interior Lions Center Gym	Metal Halide 250W Highbay	295	41	LOC-ELHB-MW(80/100/150)50KD-LV-V2	120	2400	17220
6	Exterior Gonzalez Basketball Courts	Metal Halide 400W Flood Light	458	6	LOC-FL-MW(240/350/450)MCCT(30/40/50)D	300	4380	4152.24
9	Exterior Hinojosa Basketball Courts	Metal Halide 400W Flood Light	458	9	LOC-FL-MW(240/350/450)MCCT(30/40/50	300	4380	6228.36
2	Exterior Beechy Softball Fields	High Pressure Sodium 175W Barn Light	219	2	LOC-RGAL-MW(75/100/120/150)50KD-T3LV	120	4380	867.24
3	Exterior Beechy Softball Fields	High Pressure Sodium 175W Wall Pack	219	3	LOC-WP-MW(60/80/100/120)50KDLV	120	4380	1300.86

Lions Center Gym
o 225 A Street, Brawley, CA
o A total of forty-one (41) existing interior gymnasium 250-watt metal halide fixtures to be replaced with 150 watt led high bays and connections.
Gonzalez Basketball Courts
o 2nd & E Street, Brawley, CA
o A total of six (6) existing exterior metal halide light fixtures will be replaced with 300 watt led floods and connections.
Hinojosa Basketball Courts
o 901 E. I Street, Brawley, CA
o A total of nine (9) existing exterior 400 water metal halide light fixtures will be replaced with 300 watt led floods and connections.
Beechy Softball Fields
o 3rd Street and A Street, Brawley, CA
o A total of eight (8) 120 watt led floods will be installed to replace six (6) 175 watt high pressure sodium existing exterior working and non-working lights surrounding baseball field building facilities.

GREEN ENERGY INNOVATIONS

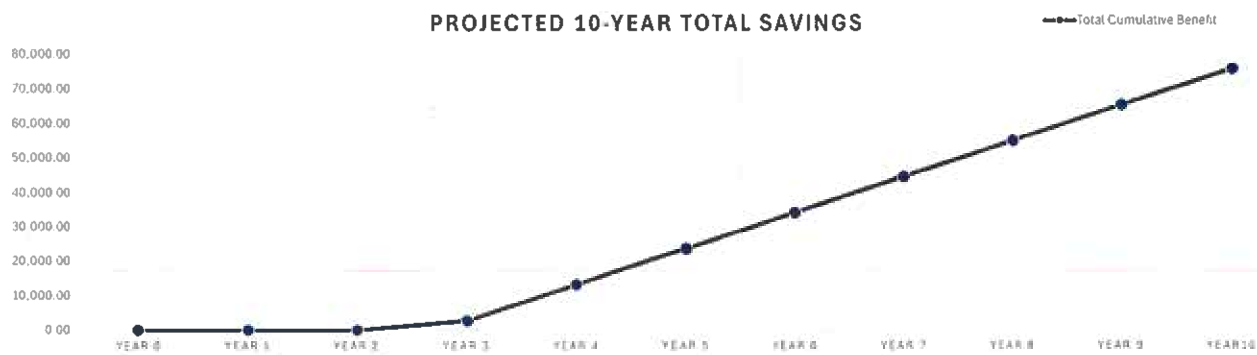
Project ID : GEI-1119

Return on Investment

Simple Payback Period	Est. Annual Savings	Est. Monthly Savings	Total Project Amount	Payback Period
	$10,419.05	$868.25	$28,500.00	2.74 Years

Energy Consumption	kWh
Old kWh	63,915
New kWh	34,146
kWh Savings	29,769

Cost Benefit Analysis	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year10
Est. Annual Payback Amount	0.00	(10,419.05)	(10,419.05)	(7,710.10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Annual Net Benefit	0.00	0.00	0.00	0.00	10,419.05	10,419.05	10,419.05	10,419.05	10,419.05	10,419.05	10,419.05
Annual Electricity Costs(Old)	0.00	22,370.15	22,370.15	22,370.15	22,370.15	22,370.15	22,370.15	22,370.15	22,370.15	22,370.15	22,370.15
Annual Electricity Costs(New)	0.00	11,951.10	11,951.10	11,951.10	11,951.10	11,951.10	11,951.10	11,951.10	11,951.10	11,951.10	11,951.10
Annual Electricity Savings	0.00	10,419.05	10,419.05	10,419.05	10,419.05	10,419.05	10,419.05	10,419.05	10,419.05	10,419.05	10,419.05
Total Cumulative Benefit	0.00	0.00	0.00	2,708.95	13,128.00	23,547.04	33,966.09	44,385.13	54,804.18	65,223.22	75,642.27



Greenhouse gas emissions reduced: 23 tons per year

Greenhouse gas emissions from:		Which is equivalent to:		Carbon absorbed by:
2,381	OR	2,684,244	OR	25
Gallons of gasoline consumed annually		smartphones charged annually		acres of U.S. forests in one year

LEGEND
kWh = kilowatt hours (measure of energy usage)
Measure = Light Fixtures
System Savings = total kWh hour savings between existing lighting and proposed lighting fixtures
Annual Hours = total operating hours of the lighting in a 12 month period

14545 Valley View Ave, Ste J
Santa Fe Springs, CA 90670
P: 323.622.1930 | F: 323.622.1937

City of Brawley

City Council
December 02, 2025
Agenda Item No 5d

5d

STAFF REPORT

To:	City Council
From:	Sylvia Vizcarra, HR Administrator
Prepared by:	Sylvia Vizcarra, HR Administrator
Subject:	**Employment Contract**

RECOMMENDATION:

Staff recommends that the City Council approve the one-year Employment Contract for Armando Garibay, Information Technology Director, covering the term July 1, 2025 through June 30, 2026 (retroactive to July 1, 2025), with an annual salary of $125,151.06, and authorize the City Manager to execute the agreement.

BACKGROUND INFORMATION:

Armando Garibay has served the City of Brawley since 2016 in the role of Information Technology Director. Throughout his tenure, he has overseen the City's information technology infrastructure, cybersecurity efforts, network administration, software systems, and critical technical support across all departments.

Mr. Garibay's most recent employment agreement was a three-year contract effective July 1, 2022, later amended in June 2023 to incorporate City-approved cost-of-living adjustments applicable to Management, Confidential, and Unrepresented employees. His current annual salary under that agreement is $118,067.04.

As part of the contract renewal process—and based on job performance, operational needs, and internal salary alignment—the City Manager is recommending approval of a new one-year employment agreement.

Under the proposed agreement, Mr. Garibay's salary will increase to $125,151.06 for the term of July 1, 2025 through June 30, 2026, retroactive to July 1, 2025. All other terms and conditions remain consistent with those provided to unrepresented management employees.

FISCAL IMPACT:

The annual salary for the IT Director will increase from $118,067.04 to $125,151.06, resulting in an annual increase of $7,084.02.A retroactive salary adjustment will be processed from July 1, 2025 through the current payroll period.
Funding for this position is included in the FY 2025–26 Budget under the Information Technology Department.

ALTERNATIVES:

5d

Approve the employment contract as presented or Modify the terms of the contract and provide direction to staff.

ATTACHMENTS:

1. Employment Contract IT Director

REPORT COORDINATED WITH (other than person preparing the staff report):

Staff, Title or Consultant, Agency

, , ,

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency	Status – Date of Status
Rebecca Terrazas-Baxter, City Manager	Approved - 11/24/2025
Silvia Luna, Finance Director	Approved - 11/24/2025

5d.1

AGREEMENT TO EXTEND THE TERM OF THE EMPLOYMENT AGREEMENT BETWEEN THE CITY OF BRAWLEY AND ARMANDO GARIBAY

This Agreement to extend the term of the employment agreement (hereinafter "Extension") shall be effective as of July 1, 2025 and is made by and between the City of Brawley, a municipal corporation, (hereinafter "Employer"), and Armando Garibay, (hereinafter "Employee").

WITNESSETH

WHEREAS, the Employer and Employee entered into an Employment Agreement dated July 1, 2022, (hereinafter "Agreement") whereby employer appointed employee to serve in the position of Information Technology Director. A true and correct copy of said Agreement is attached hereto as Exhibit "A"; and

WHEREAS, the Agreement was extended on June 30, 2025 and the extension expired on July 1, 2025; and

WHEREAS, the Employer and the Employee desire to extend the term of the Agreement for an additional year.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. For good and valuable consideration, the parties agree that the term of the Agreement is hereby extended to June 30, 2026.

2. For the period of the extension, the Employee's annual salary shall be increased to $125,151.06, payable in installments pursuant to the City's established pay dates;

3. Upon approval of this Extension by the City Council, the Employee shall receive retroactive pay from July 1, 2025 through the most recent pay day prior to approval of the Extension;

4. Employee's existing vehicle and cell phone allowance shall remain in place.

5. The parties further agree that the remaining terms of the Agreement which are hereby incorporated by this reference shall remain in full force and effect throughout the term of this Extension.

IN WITNESS WHEREOF the parties have executed this Extension as of this ____ day of December, 2025.

5d.1

EMPLOYER

By______________________________
Rebecca Terrazas-Baxter, City Manager

EMPLOYEE

____
Armando Garibay

APPROVED AS TO FORM:

By______________________________
William S. Smerdon, City Attorney

ATTEST:

By ______________________________
Ana Gutierrez, City Clerk

City of Brawley

City Council
December 02, 2025
Agenda Item No 6a

6a

STAFF REPORT

To: City Council
From: Cristhian Barajas, Development Services Director
Prepared by: Adrian Ople, Planning Technician
Subject: **Request Council direction regarding deferral of Development Impact Fees for Roben Homes' The Dunes development in the Luckey Ranch Subdivision**

RECOMMENDATION:

Staff recommends approval of Roben Homes' request to defer the payment of Development Impact Fees for The Dunes residential development located in the Luckey Ranch Subdivision.

BACKGROUND INFORMATION:

Roben Homes is developing Lots 321-329, 331-346, and 349-366 of Unit 1 of the Luckey Ranch Residential Subdivision with 43 single-family homes. As part of this development, improvements will be provided along portions of Seabolt Drive and Lexington Street, as well as all of Lindburgh Court. The developer is requesting that the payment of Development Impact Fees for this project be pushed to a later date. That option is available to applicants under Municipal Code Section 10A.6, which allows for the deferral and/or waiver of fees upon Council action.

The anticipated Development Impact Fees to be collected are estimated at $171,088.83.

The City, along with the developer, wishes to activate the Luckey Ranch development. While City staff remains committed to ensuring new and ongoing development applicants adhere to established workflows and procedures, such as the duly and timely payment of project fees, staff also believe that the City may reasonably accommodate measures that ensure prompt development of this subdivision. Construction of the Luckey Ranch development was paused following the 2008 financial crisis, leaving most lots in the area vacant. Existing single-family homes and duplexes sometimes faced burglary, squatting, arson, and other undesirable activities. The revitalization of this area of Brawley with new homes is likely to support existing and proposed commercial development around the eastern end of Main Street, bringing new activity to a long-neglected part of the city.

Public Works and Development Services staff have determined that if the Council allows fees to be deferred, the most appropriate time to collect the fees would be at the time of the Certificate of Occupancy (COO). Roben Homes expects the first COOs to be issued in Q2 2026. Subsequent units are expected to be completed at a rate of eight homes per month.

FISCAL IMPACT:

The City will delay its collection of the Development Impact Fees tied to this project until before the issuance of COOs.

ALTERNATIVES:

City Council may choose to reject the request for the deferral of Development Impact Fees prior to COOs, resulting in a scheduled collection during the Building Permit phase of development.

ATTACHMENTS:

1. Parcel Map
2. Subdivision Map
3. Development Impact Fee Implementation
4. Request letter for Development Impact Fee Deferral

REPORT COORDINATED WITH (other than person preparing the staff report):

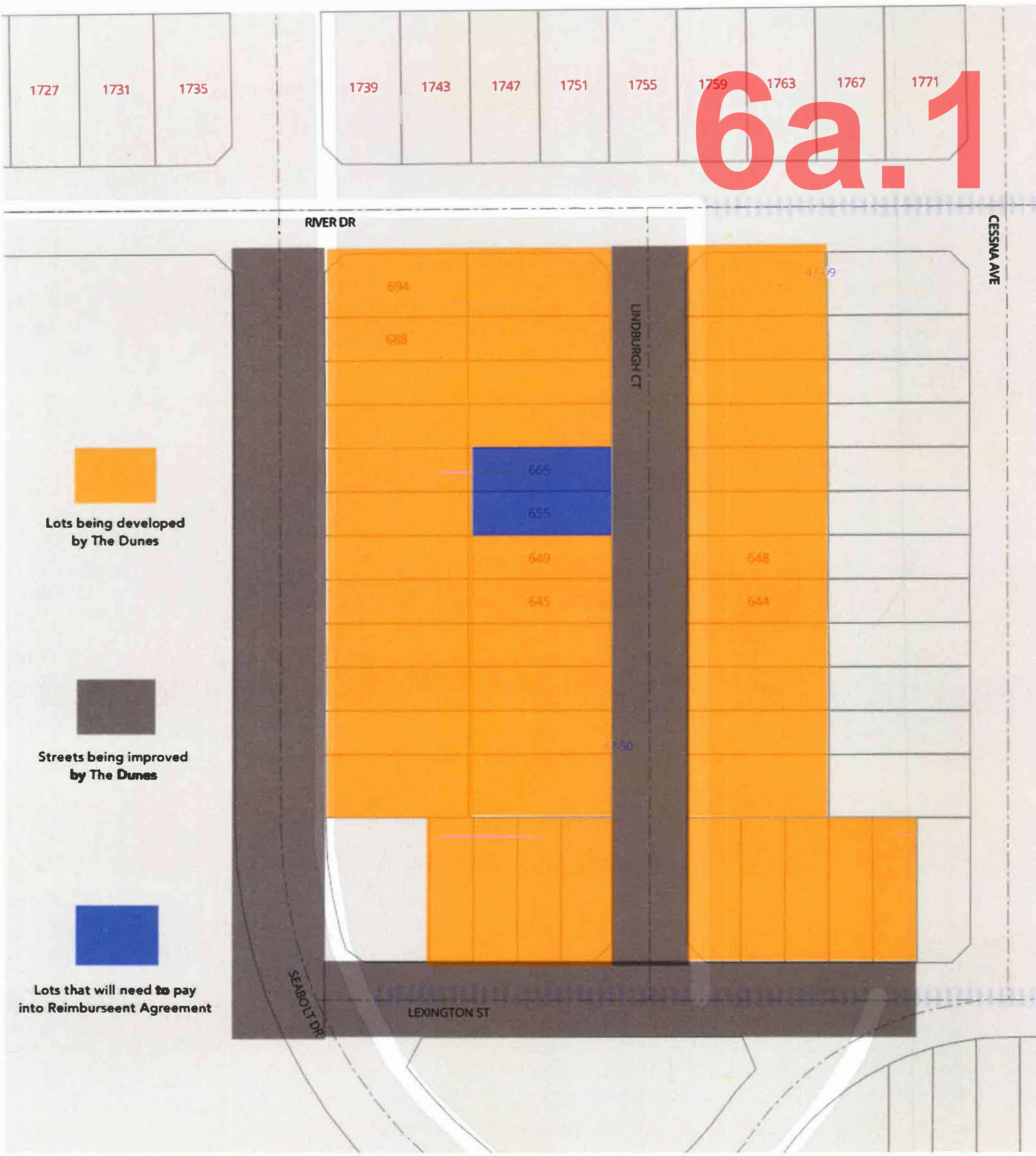
Staff, Title or Consultant, Agency

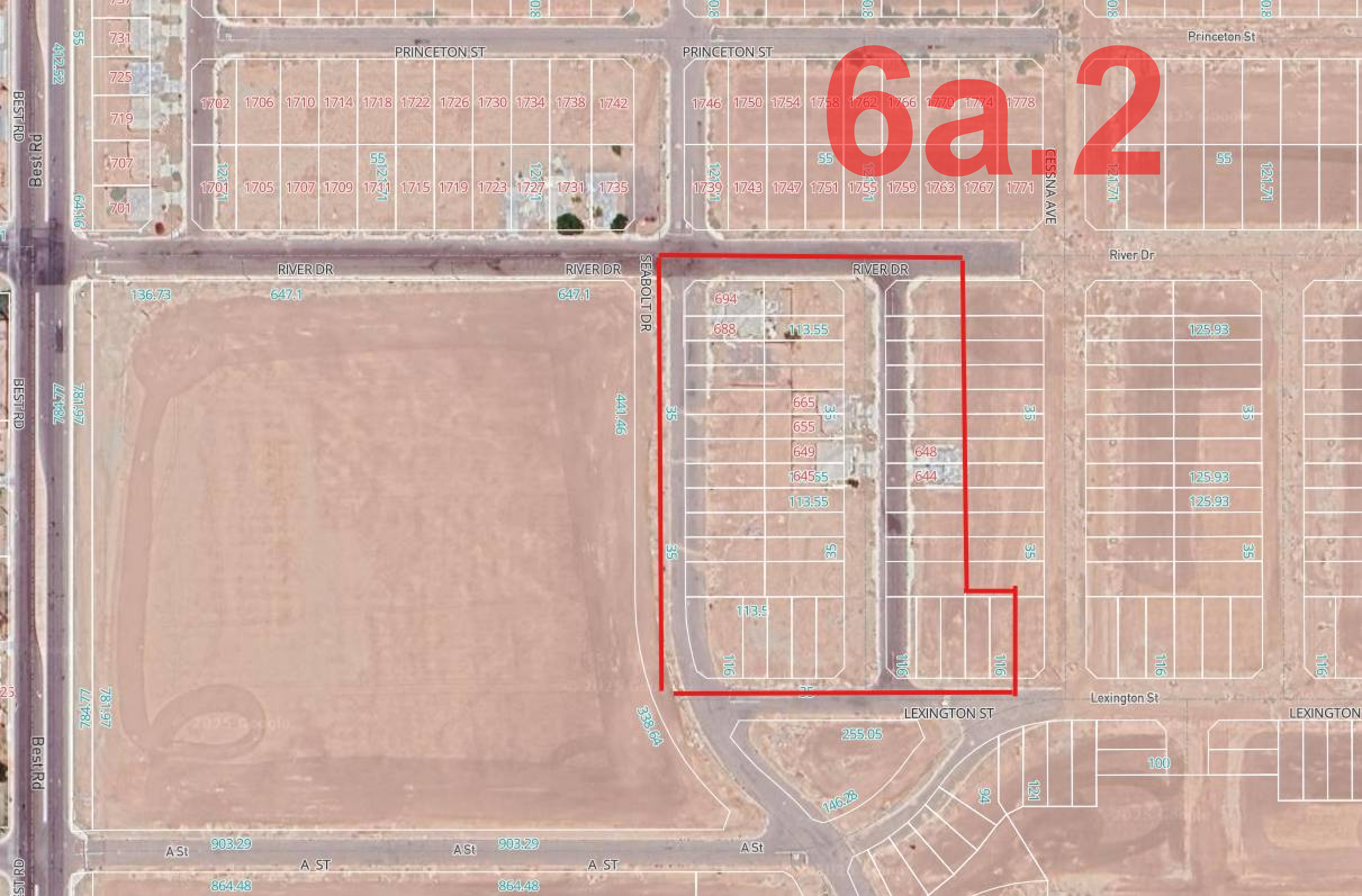
Cristhian Barajas, Development Services Director, ,
Romualdo Medina, Public Works Director, ,

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency	Status – Date of Status
Silvia Luna, Finance Director	Approved - 11/24/2025
Rebecca Terrazas-Baxter, City Manager	Approved - 11/24/2025

6a.1


1727
1731
1735
1739
1743
1747
1751
1755
1759
1763
1767
1771
RIVER DR
CESSNA AVE
LINDBURGH CT
SEABOLT DR
LEXINGTON ST
694
688
665
655
649
645
648
644
Lots being developed by The Dunes
Streets being improved by The Dunes
Lots that will need to pay into Reimburseent Agreement


6a.2
PRINCETON ST
PRINCETON ST
Princeton St
RIVER DR
RIVER DR
RIVER DR
River Dr
SEABOLT DR
CESSNA AVE
LEXINGTON ST
Lexington St
LEXINGTON
BEST RD
Best Rd
A St
A ST
731
725
719
707
701
1702
1706
1710
1714
1718
1722
1726
1730
1734
1738
1742
1746
1750
1754
1758
1762
1766
1770
1774
1778
1701
1705
1707
1709
1711
1715
1719
1723
1727
1731
1735
1739
1743
1747
1751
1755
1759
1763
1767
1771
694
688
665
655
649
1645
648
644
136.73
647.1
647.1
113.55
113.55
125.93
125.93
125.93
441.46
784.77
781.97
255.05
338.64
146.28
903.29
903.29
864.48
864.48
100
121
94
116
35
55
121.71

6a.3

EXHIBIT A

DEVELOPMENT IMPACT FEE IMPLEMENTATION SCHEDULE

Effective: 4/25/2011

Facility	Residential* Single Family ($ per unit)	Residential* Multi-Family ($ per unit)	Non-Residential Commercial ($ per 1,000 BSF)	Non-Residential Industrial ($ per 1,000 BSF)
General Government Facilities	$ 180.18	$ 135.30	$ 189.09	$ 48.51
Library Facilities	$ 281.82	$ 211.53	N/A	N/A
Parks and Recreation Facilities	$ 1,096.26	$ 822.03	N/A	N/A
Airport Facilities	$ -	$ -	$ -	$ -
Police Facilities	$ 239.25	$ 179.52	$ 251.13	$ 64.35
Fire Facilities	$ 224.40	$ 168.30	$ 235.29	$ 60.39
Animal Control Facilities	$ 10.89	$ 8.25	$ 11.55	$ 2.97
Transportation	$ 1,836.45	$ 1,285.68	$ 5,642.34	$ 938.19
Storm Water Facilities	$ 93.39	$ 47.52	$ 66.99	$ 53.13
Administration	$ 16.17	$ 11.55	$ 24.75	$ 4.62
TOTALS	$ 3,978.81	$ 2,869.68	$ 6,421.14	$ 1,172.16

$3,978.81 × 43 units = $\boxed{\$171,088.83}$

6a.4

Date: November 20, 2025

Attn: **City of Brawley**

RE: Request for Development Impact Fee Deferral – The Dunes Subdivision

City Council Members and City Staff,

On behalf of **Roben Homes**, we respectfully submit this formal request to defer the payment of Development Impact Fees ("DIF") associated with the **The Dunes** subdivision located within the Luckey Ranch Specific Plan

Our development team is fully committed to delivering high-quality, attainable housing within the City of Brawley and appreciates City Staff's support in helping us move the project toward construction and delivery of new homes. To support project feasibility and timely progress, we respectfully request approval to defer all DIF payments until Certificate of Occupancy for each unit. This method directly aligns fees with the completion and absorption of homes, ensuring both smoother project cash flow and faster delivery of housing that meets the community's needs.

We anticipate that the first Certificates of Occupancy (CO) will be issued in approximately Q2 2026. Following this, subsequent units are expected to be completed on a consistent monthly schedule, targeting 8 homes per month. We commit to working collaboratively with City staff and providing regular updates on construction progress and the achievement of milestones.

Our team greatly values the partnership with the City of Brawley and remains committed to contributing to the City's long-term economic and housing goals. Approval of this DIF deferral request is essential in maintaining project momentum and ensuring the successful delivery of new homes for Brawley residents.

Thank you for your continued guidance and consideration. We look forward to presenting this request at the upcoming Council meeting and welcome any questions or further information needed.

Respectfully,

Signed by:
Ray Roben
98EC71939F9A438...

Ray D. Roben

President

Roben Homes

ray@robenrealestate.com

760-996-3469

6b

City of Brawley

City Council
December 02, 2025
Agenda Item No 6b

STAFF REPORT

To:	City Council
From:	Cristhian Barajas, Development Services Director
Prepared by:	Cristhian Barajas, Development Services Director
Subject:	**Request to authorize the City Manager to sign the SCAG project Memorandum of Understanding (MOU) to provide technical assistance with the Planning for Main Streets initiative.**

RECOMMENDATION:

City staff recommends authorizing the City Manager to execute the SCAG Planning for Main Streets project MOU to provide meaningful involvement and support the project's alignment with the Brawley community's needs.

BACKGROUND INFORMATION:

BACKGROUND INFORMATION:

On October 30, 2025, the Southern California Association of Governments reached out to the City of Brawley, requesting the City Manager's signature via DocuSign to execute the Memorandum of Understanding that would define partnership roles between SCAG and the City for the implementation of the "Planning for Main Streets" project. The role of the City of Brawley, as outlined in the MOU, entails providing technical assistance through staff time and expertise to guide the project in alignment with the needs of the Brawley community. The role of SCAG is to procure a consultant team and to facilitate interagency coordination, assuming all financial responsibility of the project.

The Planning for Main Streets project is a regional effort led by SCAG to reimagine state highway corridors that double as community main streets. The project focuses on four corridors—State Route (SR) 1, SR 18, SR 86, and SR 39 in Los Angeles, San Bernardino, Orange, and Imperial counties—and aims to transform these roads into people-centered places that balance transportation needs with community well-being. Through this initiative, SCAG and its partners will address transportation inequities, improve safety and mobility for all users, and align infrastructure with everyday needs of residents, workers, and visitors (scag.ca.gov/main-streets).

This project includes planning, design, and community engagement to create safer, more accessible, and vibrant streetscapes. By collaborating with local jurisdictions, community organizations, and the public, the project will identify feasible improvements and implementation strategies that promote equity, health, and sustainability in the region (scag.ca.gov/main-streets).

The relevant study area of the project is defined as the State Route 86 from Las Flores Drive to Legion Road in Brawley, approximately two miles. SR 86 is a gateway to Brawley's Main Street, the city's downtown core, lined with many businesses. Residents use this road to travel between their homes and surrounding communities. The Brawley Circulator and Imperial Valley Transit operate in areas adjacent to the corridor (scag.ca.gov/main-streets).

6b

Partners in this effort include the City of Brawley, Caltrans District 11, Imperial Valley Transit, and the Imperial County Transportation Commission.

Community engagement is expected to commence soon and has been identified as a key project component, where partners are expected to provide assistance. Per SCAG, activities will include the following:

- Walk Audits – guided tours of each corridor where community members identify community assets, safety concerns, and opportunities.
- Surveys – gathered online and in-person to gather broad input.
- Workshops & Pop-up Events – interactive sessions, including the use of demonstrations and augmented reality tools, to test and visualize potential street improvements.
- Community and Technical Advisory Committees – groups of community members, local agencies, and technical experts guiding each stage of the study.

Partnering with SCAG enables the City to have a leading voice in the planning process, ensuring that City and community needs are represented. The Development Services Director would be the primary point of contact between SCAG and the City. The Development Services Director would also participate in the Technical Advisory Committee meetings (four total), with occasional additional coordination throughout the project's life.

The City of Brawley would also assist in reviewing the project. According to SCAG, the study will result in:

- Conceptual designs showing how streets could be reconfigured to improve safety, access, and placemaking.
- Fact sheets and visual renderings that make proposed improvements easy to understand.
- Grant-ready materials with cost estimates and funding strategies.
- A final report that summarizes the process, findings, and recommendations for each corridor.

The deliverab

FISCAL IMPACT:

All project expenses are carried out by SCAG. Through the MOU, the City of Brawley would commit staff time to provide technical advice, participate in some community engagement activities, conduct project reviews, and facilitate other coordination as needed. No additional funding from the General Fund or any other City revenue source is being committed to this project.

ALTERNATIVES:

The City may choose to decline participation in the Planning for Main Street projects as a technical partner and instead opt to engage as a project stakeholder, resulting in a more limited scope of involvement in the project.

ATTACHMENTS:

1. SCAG MOU

REPORT COORDINATED WITH (other than person preparing the staff report):

Staff, Title or Consultant, Agency

, , ,

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency	Status – Date of Status
Silvia Luna, Finance Director	Approved - 11/24/2025
Rebecca Terrazas-Baxter, City Manager	Approved - 11/24/2025

6b

MEMORANDUM OF UNDERSTANDING
No. M-014-26

BETWEEN THE
SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
AND THE CITY OF BRAWLEY
FOR TECHNICAL ASSISTANCE RELATING TO THE PLANNING FOR MAIN STREETS PROJECT

(SCAG Project/OWP No. 145.4957.01)

This Memorandum of Understanding ("MOU") is entered into by and between the **Southern California Association of Governments** ("SCAG") and **the City of Brawley** ("Agency"), for technical assistance relating to the Planning for Main Streets Project. SCAG and the Agency may be individually referred to as "Party" and collectively as "Parties."

RECITALS

WHEREAS, the California Department of Transportation ("Caltrans") created the Sustainable Transportation Planning Grant Program ("STPG Program") to encourage local and regional planning that supports state goals, implements the Regional Transportation Plan/Sustainable Communities Strategy ("RTP/SCS"), and achieves the State of California's greenhouse gas ("GHG") reduction targets;

WHEREAS, Caltrans administers the STPG Program pursuant to Senate Bill 1 (The Road Repair and Accountability Act of 2017), a transportation funding bill that aims to maintain and integrate the State's multi-modal transportation system;

WHEREAS, Caltrans released the Fiscal Year ("FY") 2024-25 STPG Program Application Guide and Call for Applications for transportation planning projects statewide;

WHEREAS, SCAG is the federally designated MPO for Southern California, primarily responsible for the development of a Regional Transportation Plan/Sustainable Communities Strategy ("RTP/SCS" also known as "Connect SoCal") for the counties of Imperial, Los Angeles, Orange, San Bernardino, Riverside, and Ventura;

WHEREAS, SCAG, in partnership with Caltrans, identified several State highway main streets in the SCAG region and developed the Planning for Main Streets project ("Project") which Caltrans awarded a total of $500,000.00 in Grant Funding under the STPG Program – Strategic Partnerships (FHWA SPR Part I);

WHEREAS, SCAG will procure the services of a consultant ("Consultant") to oversee and manage the Project, complete Project tasks and deliverables, and achieve the Project objectives;

WHEREAS, the Project will assess existing conditions, engage with surrounding communities to define a vision and refine corridor priorities, and develop conceptual plans and associated cost estimates for sustainable transportation improvements to position the State highway main streets for future grant funding opportunities and/or incorporation into future workplans with the goal of improvements implementation;

WHEREAS, Agency is a local jurisdiction located along one of the State highways and identified as a key stakeholder and Project partner who will support, cooperate, collaborate, and provide guidance as needed to complete the Project by participating in technical advisory committee meetings and other community engagement activities as facilitated by the Consultant; and

WHEREAS, the purpose of this MOU is to describe the responsibilities of the Parties.

NOW THEREFORE, IT IS MUTUALLY AGREED THAT:

1. **MOU Contents**

   This MOU consists of the Recitals above, the terms and conditions below, and the attached exhibits which are hereby incorporated by reference and made a part of this MOU. The MOU Contents contains the entire agreement of the Parties. This MOU supersedes all prior negotiations, discussions and previous agreements between the Parties.

2. **Term**

   This MOU is effective as of the last date on which it is executed by all Parties ("Effective Date") and continues until June 30, 2027 ("Completion Date"), unless terminated earlier in accordance with the termination provisions of this MOU. Time is of the essence in the performance of Services under this MOU.

3. **Responsibilities of the Parties:**

   a. SCAG will:

      i. Contribute funding for the Project in accordance with Section 5, Funding, below.

      ii. Provide technical assistance to Agency by:

         1. Procuring a Consultant.

         2. Overseeing and managing the Consultant's activities in performing the Scope of Work.

         3. Reviewing, approving, and paying the Consultant's invoices.

         4. Reviewing and approving Consultant's deliverables in consultation with Agency.

      iii. Complete the Project.

   b. Agency will:

      i. Fulfill any obligations in compliance with this MOU, the STPG Program Guidelines, the Funding Requirements, and all federal, state and local laws, rules and regulations.

ii. Commit to supporting the Project by:

1. Cooperating with SCAG and Consultant.

2. Meeting with SCAG and Consultant as determined by SCAG.

3. Participating in public outreach for the main street corridor located within Agency's jurisdiction, as facilitated by the Consultant.

4. Providing guidance and decisions without delay.

5. Responding to requests for information and records as requested by Consultant or SCAG as promptly as practicable.

6. Providing access to Agency's facilities and data upon reasonable notice.

7. Reviewing, providing feedback, and approving deliverables.

8. Coordinating with Consultant on a presentation of final deliverables to Agency's governing body for proposed acceptance or adoption.

9. Completing the Project.

c. Agency certifies, to the best of its knowledge and belief, that no State or Federal funds have been paid or will be paid, by or on behalf of Agency to any person for influencing or attempting to influence an officer or employee of any State or Federal agency, a Member of the State Legislature or United States Congress, an officer or employee of the Legislature or Congress, or any employee of a Member of the Legislature or Congress in connection with the awarding of any State or Federal contract, the making of any State or Federal grant, the making of any State or Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any State or Federal contract, grant, loan, or cooperative agreement.

If any funds other than State or Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, Agency shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities" in accordance with those form instructions.

4. **Program Management**

a. All work under this MOU shall be coordinated with SCAG and Agency through the Project Managers.

b. For purposes of this MOU, SCAG designates the following individual as its Project Manager:

Rachel Om
Senior Regional Planner
(213) 630-1550
om@scag.ca.gov

c. For purposes of this MOU, Agency designates the following individual as its Project Manager:

Cristhian Barajas
Development Services Director
Phone: (760) 344-8622 Ext. 2501
cristhian.barajas@brawley-ca.gov

Either Party may change the designation upon written notice to the other Party.

5. Funding

SCAG's contribution to the Project is funded with STPG Program – Strategic Partnerships (FHWA SPR Part I) funds. No funds will be provided to Agency. SCAG reserves the right, in its sole discretion, to discontinue funding the Project and terminate this MOU.

6. Work Products

a. For purposes of this MOU, "Work Products" shall mean all deliverables created or produced under this MOU including, but not limited to, all deliverables conceived or made either solely or jointly with others during the term of this MOU and for six months after, which relates to the Project. Work Products shall not include real property or capital improvements. Work Products includes all inventions, innovations, improvements, or other works of authorship directly related to this MOU that Agency or Consultant may conceive of or develop during the term of this MOU and for six months after, whether or not they are eligible for patent, copyright, trademark, trade secret or other legal protection.

b. SCAG shall own all Work Products and may, in its sole discretion, grant to the Agency a license to use the Work Products. Any reproduction, publishing, or reuse of the Work Products will be at the Agency's sole risk and without liability or legal exposure to SCAG.

7. Amendments

No amendment or variation of the terms of this MOU shall be valid unless made in writing, signed by the Parties and approved as required.

8. Notices

Any notice(s) to be given may be personally served or served by certified mail, return receipt requested, to the following addresses:

To SCAG: Cindy Giraldo
Chief Financial Officer
Southern California Association of Governments
900 Wilshire Blvd., Suite 1700
Los Angeles, CA 90017
(213) 630-1413
giraldo@scag.ca.gov

To Agency: Ana Gutierrez
City Clerk
City of Brawley
383 Main Street, Brawley, CA 92227
760-351-3048
cityclerk@brawley-ca.gov

Either Party may change the designation upon written notice to the other Party.

9. Indemnification and Release

a. Agency assumes all risk of injury to its employees, agents, and Subconsultants, including loss or damage to property.

b. When the law establishes a professional standard of care, to the fullest extent permitted by law, Agency shall indemnify, protect, defend, and hold harmless SCAG, its members, officers, Regional Council Board members, employees, and agents from and against any and all losses, liabilities, damages, costs, and expenses, including attorney's fees and costs to the extent caused in whole or in part by any act, error, or omission of Agency, its agents, employees, or subconsultants arising out of, pertaining to, or related to this MOU.

c. For all other services performed by Agency pursuant to this MOU, Agency shall indemnify, protect, defend, and hold harmless SCAG, its members, officers, Regional Council members, employees, and agents from and against any and all losses, liabilities, damages, costs, and expenses, including reasonable attorney's fees and costs where the same arises out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this MOU by Agency, its agents, employees, or Subconsultants; provided, however, that Agency's duty to indemnify and hold harmless shall not include any claims or liability arising from the intentional or willful misconduct of SCAG, its members, officers, Regional Council members, employees, and agents.

d. Agency acknowledges that SCAG in no way whatsoever insures or guarantees the Work Product or the Project, and that Agency is accepting the Work Product and Project from SCAG and its Consultant "AS IS" without warranty of any kind, either express or implied, including without limitation any warranties of merchantability or fitness for a particular purpose.

10. Disputes

The Parties shall make their best efforts to resolve disputes that occur under this MOU by good faith negotiations whenever possible. Both Parties shall meet and confer in good faith in order to foster a spirit of cooperation and efficiency in the administration and monitoring of performance and compliance by each other with the terms, provisions and conditions of this MOU.

11. Termination of MOU

a. Termination Resulting from Lack of Funding: In the event the Project provided for under this MOU is not approved in the SCAG Comprehensive Budget or Comprehensive Budget Amendments, this MOU is deemed to be terminated effective June 30th of the applicable Fiscal Year. In the event the funding agency reduces or eliminates the available funding, this MOU may be terminated effective immediately upon notice.

b. Termination for Convenience: Either Party may terminate this MOU for convenience if mutually agreed upon by the Parties. In addition, SCAG may terminate this MOU at any time for any reason or for no reason, by giving written notice to Agency of such termination at least thirty (30) calendar days before the effective date of such termination. Upon receipt of the notice of termination, Agency shall immediately avoid incurring any additional obligation costs or expense except as may be necessary to terminate its activities or the activities of Consultant. In such event, all finished or unfinished Work Products, at the option of SCAG, become SCAG's property. If this MOU is terminated by SCAG, as provided herein, SCAG's only obligation shall be the payment of fees and expenses incurred prior to the termination date, in accordance with the cost provisions of this MOU.

c. Termination for Cause: If through any cause, Agency shall fail to fulfill in a timely and proper manner its obligations under this MOU, or if Agency violates any of the covenants, terms, or stipulations of this MOU, SCAG shall thereupon have the right to terminate this MOU by giving not less than ten (10) calendar days written notice to Agency of the intent to terminate and specifying the effective date thereof. In such event, all finished or unfinished Work Products shall, at the option of SCAG, become SCAG's property.

12. Records Retention, Monitoring, and Audits

a. Agency shall maintain its source documents, books and records connected with the Project for a minimum of five (5) years after the termination or expiration of this MOU. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

b. If any litigation, claim, negotiation, audit, monitoring, inspection, or other action has been started before the expiration of the required record retention period, all records shall be retained by Agency for five (5) years after: (a) the conclusion or resolution of the matter; (b) the date an audit resolution is achieved for each annual SCAG OWP; or (c) the termination or expiration of this MOU, whichever is later.

c. SCAG may monitor activities of Agency as SCAG deems necessary.

d. Agency agrees that SCAG, or any authorized agency, or their designated representatives shall have the right to review, obtain, and copy all records and supporting documentation related to the performance of this MOU. Agency agrees to provide any relevant information requested. Copies shall be made and furnished to SCAG upon request at no cost to SCAG.

e. Agency agrees to permit SCAG, or any authorized agency, or their designated representatives access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees who might reasonably have information related to such records and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation.

13. Compliance with Laws, Rules and Regulations

a. Partner Agency agrees to comply with all federal, state and local laws, rules and regulations.

b. During the performance of this MOU, Agency assures that no person shall be denied the MOU's benefits, be excluded from participation or employment, be denied Project benefits, or be subjected to discrimination based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, under the Project or any program or activity funded by this MOU, as required by Title VI of the Civil Rights Act of 1964, the Fair Housing Act (42 U.S.C. §§ 3601-20) and all implementing regulations, the Americans with Disabilities Act ("ADA") of 1990 (42 U.S.C. §§ 12101 et seq.) and all applicable regulations and guidelines issued pursuant to the ADA, and the Age Discrimination Act of 1975 and all implementing regulations. Agency shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.

c. During the performance of this MOU, Agency shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code § 12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs. tit. 2, § 11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§ 11135-11139.5), and the regulations or standards adopted to implement such article.

d. During the performance of this MOU, Agency shall comply with the Americans with Disabilities act of 1990 and nondiscrimination program requirements of Title VI of the Civil Rights Act of 1964. Accordingly, 49 CFR Part 21, and 23 CFR Part 200 are made applicable to this MOU by this reference. Wherever the term "Contractor" appears therein, it shall mean Agency. Annually, Agency shall submit a "Title VI Compliance Report," attached as Exhibit A, to document compliance with Title VI requirements.

14. Conflict of Interest

The Parties shall comply with all applicable federal and state conflict of interest laws, regulations, and policies.

15. Independent Contractor

Agency and its officers, employees, and agents shall be independent contractors in the performance of this MOU, and not officers, employees, contractors or agents of SCAG.

16. Assignment

Neither Party shall assign any rights or interests in this MOU, or any part thereof, without the written consent of each Party to this MOU, which consent may be granted, withheld or conditioned in the consenting Party's sole and absolute discretion. Any assignment without such written consent shall be void and unenforceable. The covenants and agreement of this MOU shall inure to the benefit of and shall be binding upon each of the Parties and their respective successors and assignees.

17. Non-Exclusivity

This MOU shall not create an exclusive arrangement between SCAG and Agency and nothing shall restrict SCAG from acquiring similar, equal or like services from other entities or sources. Nothing in this MOU shall be construed to limit or restrict the remedies available to SCAG in both at law and in equity.

18. Severability

If any provision of this MOU is held to be illegal, invalid, or unenforceable, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid, and enforceable, and the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.

19. Survival

The following sections survive expiration or termination of this MOU:

Section 6 (Work Products)
Section 9 (Indemnification and Release)
Section 10 (Disputes)
Section 12 (Records Retention, Monitoring, and Audits)
Section 20 (Jurisdiction and Venue)

20. Jurisdiction and Venue

This Agreement shall be interpreted under the laws of the State of California. Venue shall be Los Angeles County.

21. Waiver

No delay or failure by either Party to exercise or enforce at any time any right or provision of this MOU shall be considered a waiver thereof of such Party's right thereafter to exercise or enforce each and every right and provision of this MOU. A waiver to be valid shall be in writing but need not be supported by consideration. No single waiver shall constitute a continuing or subsequent waiver.

22. Order of Precedence

In the event of any conflict between the following documents, the order of precedence shall be as follows:

Amendment(s)
MOU
Exhibits

23. Execution

This MOU, or any amendments related thereto, may be executed in multiple counterparts, each of which shall be deemed to be an original, but all of which shall constitute one and the same agreement. The signature page of this MOU or any amendments may be executed by way of a manual or authorized digital signature. Delivery of an executed counterpart of a signature page to this MOU or an amendment by electronic transmission scanned pages shall be deemed effective as a delivery of a manually or digitally executed counterpart to this MOU or any amendment.

24. Authority

The person(s) executing this MOU on behalf of the Parties warrant that they are duly authorized to execute this agreement on behalf of said Parties, and that by doing so the Parties are formally bound to the provisions of this MOU.

[SIGNATURE PAGE FOLLOWS]

6b.1

MOU No.:M-014-26
SCAG Project/OWP No.:145.4957.01

MEMORANDUM OF UNDERSTANDING
NO. M-014-26

IN WITNESS WHEREOF, the Parties have caused this MOU to be executed by their duly authorized representatives as of the dates indicated below:

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG)

By: ______________________________ ______________
Cindy Giraldo Date
Chief Financial Officer

APPROVED AS TO FORM:

By: ______________________________ ______________
Richard Lam
Senior Deputy Legal Counsel

CITY OF BRAWLEY (AGENCY)

By: ______________________________ ______________
Rebecca Terrazas-Baxter Date
City Manager

6b.1

Annual Title VI Compliance Report

1. Instructions for Agency

As a recipient of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds, the Southern California Association of Governments (SCAG) is required to ensure that all federally funded programs, services, and activities are conducted in compliance with Title VI of the Civil Rights Act of 1964 and related nondiscrimination laws. These laws prohibit discrimination on the basis of race, color, national origin, sex, age, and disability in federally assisted programs.

SCAG is responsible to monitoring Subrecipients and beneficiaries of FHWA/FTA funds to ensure their compliance with Title VI requirements. As a beneficiary of FHWA funds, your agency is required to implement Title VI policies and procedures to prevent discrimination and ensure equitable service delivery.

The purpose of this Annual Title VI Compliance Report is to document your agency's ongoing compliance with Title VI requirements. This report must be completed and submitted to SCAG by December 31, 2025 to demonstrate adherence to federal nondiscrimination obligations.

Failure to comply with Title VI requirements may result in corrective actions, increased monitoring, or suspension of the FHWA funding. If any compliance deficiencies exist, please attach a corrective action plan outlining the steps you will take to achieve compliance.

2. General Information

Name of Agency:

Project Name/ Number: ______________________

Date of Review: ______________________

Reviewer Name & Title: ______________________

3. Annual Certifications

a. Title VI Policy and Training

Do you have an adopted Title VI Policy?

[ ] Yes.[ ] No*. If no, explain why not. ______________________

____

____

Do you have a Title VI Coordinator?

[ ] Yes.[ ] No*. If no, explain why not. ______________________

____

____

Have you required your employees to receive Title VI training in the last two years?

[ ] Yes.[ ] No*. If no, explain why not. ______

Is your Title VI Policy publicly available and posted in appropriate locations?

[ ] Yes.[ ] No*. If no, explain why not. ______

Are Title VI complaints logged, investigated, and resolved appropriately?

[ ] Yes.[ ] No*. If no, explain why not. ______

b. <u>Public Engagement and Limited English Proficiency (LEP)</u>

Are your public meetings held in accessible locations?

[ ] Yes.[ ] No*. If no, explain why not. ______

Do you have a LEP plan in place and follow the plan?

[ ] Yes.[ ] No*. If no, explain why not. ______

Are LEP individuals provided interpretation and translated materials, as needed?

[ ] Yes.[ ] No*. If no, explain why not. ______

Do your engagement efforts include minority, low-income, and underserved communities?

[ ] Yes.[ ] No*. If no, explain why not. ______

6b.1

c. Data Collection and Reporting

Do you collect demographic data on program beneficiaries, as applicable?

[ ] Yes.[ ] No*. If no, explain why not. ____

____

____

Do you work to identify and address disparities in services or benefits?

[ ] Yes.[ ] No*. If no, explain why not. ____

____

____

d. Complaint Monitoring and Resolution

Is your Title VI complaint process clearly communicated to the public?

[ ] Yes.[ ] No*. If no, explain why not. ____

____

____

Do you track complaints and resolve them within required timeframes?

[ ] Yes.[ ] No*. If no, explain why not. ____

____

____

Have you ensured that no patterns of discrimination were identified in complaint reviews?

[ ] Yes.[ ] No*. If no, explain why not. ____

____

____

4. Certification and Signature

By signing below, I certify that the information provided in this report is true and accurate to the best of my knowledge. I acknowledge that failure to comply with Title VI requirements may result in corrective actions, increased monitoring, or suspension of the FHWA funding.

<u>* If any compliance deficiencies exist, I have attached a corrective action plan outlining the steps my agency will take to achieve compliance.</u>

Name: ______________________

Title: ______________________

Signature: ______________________

Date: ______________________________