



# FEES AND CHARGES STUDY

## CITY OF RIVERSIDE, CALIFORNIA

Final Draft Report of Findings

May 29, 2024



## TABLE OF CONTENTS

**CHAPTER 1. EXECUTIVE SUMMARY ..... 1-1**

- INTRODUCTION ..... 1-1
- STUDY SCOPE AND OBJECTIVES ..... 1-1
- STUDY FINDINGS ..... 1-3
- METHODOLOGY ..... 1-5

**CHAPTER 2. USER FEE SUMMARIES BY DEPARTMENT ..... 2-1**

- COMMUNITY DEVELOPMENT..... 2-1
- PUBLIC WORKS ..... 2-8
- POLICE ..... 2-12
- FIRE..... 2-19
- PARKS, RECREATION AND COMMUNITY SERVICES ..... 2-29
- CITY CLERK ..... 2-36
- FINANCE ..... 2-38
- LIBRARY ..... 2-42
- RIVERSIDE PUBLIC UTILITIES..... 2-47

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# CHAPTER 1. EXECUTIVE SUMMARY

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## Introduction

MGT is pleased to present the City of Riverside with this summary of findings for the recently updated fees and charges study for related city departments.

The City of Riverside had not had an external cost of service study performed since 2015. The City contracted with MGT in May of 2021 to perform a cost-of-service study using fiscal year 2020-2021 budgeted figures, staffing, and operational information.

After MGT completed the cost analysis for the departments' fees and charges, the final phase of the study, including fee recommendations and presentation to council, was put on hold by the City. In 2023, the City elected to have their own staff, with training and guidance from MGT, update MGT's costing models with fiscal year 2023-2024 budgeted expenditures and salaries/benefits, and 2023 annual volume statistics. The findings in this report represent a combination of MGT's original cost analysis and the City's updates.

This report is the culmination of an extensive study conducted by MGT in collaboration with the City's management and staff. MGT would like to take this opportunity to gratefully acknowledge all management and staff who participated in this project for their efforts and coordination. Their responsiveness and continued interest in the outcome of this study contributed greatly to its success.

## Study Scope and Objectives

The study included a review of fee-for service activities within the following departments:

- ◆ Community Development:
  - *Building & Safety\**
  - Code Enforcement
  - *Planning\**
  - Arts and Cultural Affairs
- ◆ Public Works:
  - *Engineering\**
  - Public Parking
  - Animal Services
- ◆ Police
- ◆ Fire
- ◆ Parks, Recreation and Community Services
- ◆ City Clerk
- ◆ Finance
- ◆ Library

- ◆ Riverside Public Utilities
  - RPU Electric
  - RPU Water

\*Note that the following Development Services departments' cost analysis results are not included in this report and will be presented at a later date:

- ◆ Community Development Building & Safety
- ◆ Community Development Planning
- ◆ Public Works Engineering

The study was performed under the general direction of the Finance Department with the participation of representatives from each department. The primary goals of the study were to:

- ◆ Determine the City's costs to provide specific fee-related services.
- ◆ Determine whether there are any opportunities to implement new fees.
- ◆ Identify service areas where the City might adjust fees to better reflect the full cost of services or to subsidize fees with general fund revenue to reflect other economic or policy considerations.
- ◆ Develop fiscal projections based on recommended increases (or decreases) to fees.
- ◆ Provide comparative data for what neighboring cities are charging for similar services.
- ◆ Review potential disproportionate impact of existing and recommended City fees and charges on sectors of the community and recommend mitigating actions to ensure/enhance equity in the application of City fees.

The information summarized in this report addresses each of these issues and provides the City with the tools necessary to make informed decisions about any proposed fee adjustments and the resulting impact on restricted and general fund revenues.

## Study Findings

The study's primary objective was to provide the City's decision makers with the basic data needed to make informed pricing decisions. This report details the full cost of each service for which a fee is charged and presents proposed fees and fiscal projections based on recommended cost recovery levels. The fee analysis adheres to Proposition 26 which is based on the "estimated reasonable cost of providing a service". Recommendations were based upon careful consideration of the results of the cost analysis, historical cost recovery levels, and market comparisons.

The exhibit on the following page displays the costs and projections of each department/division into the following categories:

**Column A, User Fee Costs** – This column represents what the actual cost is for each of the departments to provide annual user fee services based on the annual volume statistics. In total, this study evaluated \$24,574,079 in costs to provide user fee services. It is this amount that was the focus of this study and represents the total potential for user fee-related revenues for the City.

**Column B, Current Revenues** – This column represents what the City is currently recovering in revenue for these same services based on the annual volume statistics. Based on current fee recovery levels, the city receives fee-related cost recovery in the amount equal to \$10,987,660 and is experiencing an overall 45% cost recovery level. Cost analysis of individual fees for each department may be found in subsequent sections of this report.

**Column C, Current Subsidy** – Current fee levels recover 45% of full cost, leaving 55%, or \$13,586,418, to be funded by other sources. This subsidy represents an opportunity for an updated and more focused cost recovery effort by the City for fee-related services.

**Column D, Recommended Cost Recovery** – It is estimated that adoption of the recommended fees would increase cost recovery to \$18,985,788. This would bring the overall cost recovery level up to 77%.

**Column E, Increased Revenue** – Assuming activity levels remain relatively static, approximately \$7,998,127 in additional cost recovery could be received by the City. This would represent a 73% increase over the amounts currently being collected for these activities by the City on an annualized basis.

**City of Riverside**  
**User Fee Cost & Revenue Analysis**  
**FY 2024-2025**

	Current				Recommended			
User Fee Department	(A) Full Cost User Fee Services	(B) Current Revenue		(C) Current Subsidy		(D) Cost Recovery Policy		(E) Increased Revenue
<b>Community Development</b>								
<i>Code Enforcement</i>	\$ 1,447,978	\$ 181,011	13%	\$ 1,266,967	87%	\$ 1,447,978	100%	\$ 1,266,967
<i>Arts &amp; Cultural Affairs</i>	\$ 467,497	\$ 19,104	4%	\$ 448,393	96%	\$ 33,525	7%	\$ 14,421
<b>Public Works</b>								
<i>Public Parking</i>	\$ 29,297	\$ 18,584	63%	\$ 10,713	37%	\$ 29,297	100%	\$ 10,713
<i>Animal Services</i>	\$ 2,048,540	\$ 775,823	38%	\$ 1,272,717	62%	\$ 1,013,760	49%	\$ 237,937
<b>Police</b>	\$ 1,081,158	\$ 478,866	44%	\$ 602,292	56%	\$ 913,344	84%	\$ 434,478
<b>Parks, Recreation, &amp; Comm Svcs</b>	\$ 7,268,654	\$ 2,898,945	40%	\$ 4,369,709	60%	\$ 3,367,500	46%	\$ 468,555
<b>City Clerk</b>	\$ 35,355	\$ 48,000	136%	\$ (12,645)	(36%)	\$ 35,355	100%	\$ (12,645)
<b>Finance</b>	\$ 42,112	\$ 19,557	46%	\$ 22,555	54%	\$ 26,702	63%	\$ 7,145
<b>Fire</b>	\$ 2,305,836	\$ 1,751,248	76%	\$ 554,588	24%	\$ 2,305,836	100%	\$ 554,588
<b>Library</b>	\$ 41,345	\$ 5,792	14%	\$ 35,553	86%	\$ 6,184	15%	\$ 392
<b>RPU Electric</b>	\$ 7,343,651	\$ 3,883,940	53%	\$ 3,459,711	47%	\$ 7,343,651	100%	\$ 3,459,711
<b>RPU Water</b>	\$ 2,462,656	\$ 906,791	37%	\$ 1,555,866	63%	\$ 2,462,656	100%	\$ 1,555,866
<b>Totals:</b>	<b>\$ 24,574,079</b>	<b>\$ 10,987,660</b>	<b>45%</b>	<b>\$ 13,586,418</b>	<b>55%</b>	<b>\$ 18,985,788</b>	<b>77%</b>	<b>\$ 7,998,127</b>

## Methodology

A cost-of-service study is comprised of two basic elements:

- ◆ Hourly rates of staff providing the service.
- ◆ Time spent to provide the service.

The product of the hourly rate calculation multiplied by time spent yields the cost of providing the service.

### Hourly Rates

The hourly rate methodology used in this study builds indirect costs into city staff hourly salary and benefit rates to arrive at fully burdened hourly rates. Fully burdened hourly rates are a mechanism used to calculate the total cost of providing services. Total cost is generally recognized as the sum of the direct cost together with a proportionate share of allowable indirect costs. The proper identification of all costs (including labor, operating expense, department administration and citywide support) as “direct” or “indirect” is crucial to the determination of the total cost of providing services.

Direct costs are typically defined as those that can be identified specifically to a particular function or activity, including the labor of persons working directly on the specific service for which the fee is charged, and possibly materials or supplies those people use for the task. Indirect costs are those that support more than one program area and are not easily identifiable to specific activities. Examples of indirect costs are: 1) departmental administrative and support staff, 2) training and education time, 3) public counter and telephone time, 4) some service and supply costs, and 5) citywide overhead costs from outside of the department as identified in the City’s cost allocation plan.

MGT’s hourly rate calculation methodology includes the following:

**Personnel Services Analysis** – each staff classification within the department or division is analyzed in the study. The first burden factor is comprised of compensated absences such as vacation/holidays/sick leave days taken in a year’s time. Staff classifications are then categorized as either direct (operational) or indirect (administrative or supervisory) labor. In some cases, a classification will have both direct and indirect duties. The total indirect portion of staff cost is incorporated into hourly overhead rates.

**Indirect Cost Rate** – a ratio of indirect cost to direct labor (salaries plus benefits) is established. There are three elements of indirect cost incorporated, including:

- ◆ Indirect Labor – includes total compensation, administrative and supervisory staff costs.
- ◆ Other Operating Expenses – most services and supplies are included as a second layer of indirect cost and are prorated across all fees and services. There are some service and supply expenses classified as “allowable” direct. Some examples of these are professional services expenses, or sports supplies. These allowable direct expenses would be directly associated with specific fees or programs, as opposed to being allocated across all activities through the indirect overhead.
- ◆ External Indirect Allocations – this represents the prorated portion of citywide overhead (from the City’s cost allocation plan) which is attributable to the service for which the fee is charged.

**Fully Burdened Hourly Rates** – incorporates all the elements that comprise the hourly rates used in this cost analysis.

- ◆ Each direct or operational staff classification is listed, together with the average annual salary.
- ◆ The hourly salary rate is calculated by taking the annual salary of an employee and dividing by 2,080 available productive hours in a year.
- ◆ The benefit rate reflects the average benefit rate as a percentage of the salary rate. Multiplying this percentage by the hourly salary rate determines the benefit rate to be included in the fully burdened rate.
- ◆ The overhead rate is derived by multiplying the internal and external indirect cost rates against the salary plus benefit rates.

The total combines the salary, benefits, and overhead rates. This is the fully burdened rate for each staff classification. MGT prepared indirect overhead rates and corresponding hourly rate calculations using FY 2020-21 budgeted expenditures, and City staff updated the rates using FY 2023-2024 budgeted expenditures.

## Time Spent

Once fully burdened hourly rates were developed for city staff, the next step in the process was to identify staff time spent directly on each of the user fee activities. Each staff person involved in the user fee services identified time spent to complete each task associated with all user fee services. Annual volume statistics were also gathered in order to develop total annual workload information. This information is provided in detailed user fee workbooks which were provided to the City upon completion of the study.

## Fee Calculations and Revenue Projections

Given this information, MGT was able to calculate the cost of providing each service, both on a per-unit and total annual basis (per-unit cost multiplied by annual volume equals total annual cost). As mentioned above, costs were calculated by multiplying per-unit time estimates by the hourly labor rates; additional operating expenses directly associated with certain services were also added in. Finally, if other departments or divisions provided support for certain user fee activities, this time was accounted for and added into the analysis as a crossover support activity. Full costs are then compared to current fees/revenues collected, and subsidies (or over-recoveries) are identified.

User fee summaries by department may be seen in [Chapter 2](#) of this report.

## Legal, Economic & Policy Considerations

Calculating the true cost of providing city services is a critical step in the process of establishing user fees and corresponding cost recovery levels. Although it is an important factor, other factors must also be given consideration. City decision makers must also consider the effects that establishing fees for services will have on the individuals purchasing those services, as well as the community as a whole.



The following legal, economic and policy issues help illustrate these considerations.

- ◆ **State law** - In California, user fees are limited to the "estimated reasonable cost of providing a service" by Government Code section 66014(a) and other supplementary legislation. California voters approved Proposition 26 in November of 2010, which defined "taxes" as "any levy, charge, or exaction of any kind imposed by a local government" subject to seven exceptions. Most of the exceptions require that the City charge a fee which does not exceed the reasonable cost to the City to provide the service for which the fee is charged. Thus, if the fee exceeds the reasonable cost of service, it may be considered a "tax" which must be approved by the voters. We have calculated each fee to recover no more than the reasonable cost of each service so that none of the fee adjustments recommended herein will be considered taxes under Proposition 26. Additionally, it should be noted that some fees (e.g., certain animal control fees or oversized permit fees) may be capped by state law and may not change, regardless of any cost analysis performed.
- ◆ **Economic barriers** - It may be a desired policy to establish fees at a level that permits lower income groups to use services that they might not otherwise be able to afford.
- ◆ **Community benefit** - The Council may wish to subsidize some user fees in order to reflect policy considerations which supersede cost recovery. For example, many Community Services fees have very moderate cost recovery levels. Some programs are provided free of charge or for a minimal fee regardless of cost. Youth and senior programs tend to have the lowest recovery levels. Miscellaneous classes tend to have a moderate cost recovery level and adult sports programs typically have a higher cost recovery level.
- ◆ **Private benefit** - If a user fee primarily benefits the fee payer, we recommend the fee be set at, or close to, 100% full cost recovery. Development-related fees generally fall into this category; however, exceptions are sometimes made for services such as appeal fees or fees charged exclusively to residential applicants.
- ◆ **Service driver** - In conjunction with the third point above, the issue of who is the service recipient versus the service driver should also be considered.
- ◆ **Managing demand** - For those fees which are not subject to pure cost recovery limitations, other market considerations may inform recommended fee levels. Elasticity of demand is a factor in pricing certain city services; increasing the price of some services results in a reduction of demand for those services, and vice versa.
- ◆ **Competition** - Certain services, such as recreation classes, may be provided by neighboring communities or the private sector, and therefore demand for these services can be highly dependent on what else may be available at lower prices. Furthermore, if the City's fees are too low, demand enjoyed by private-sector competitors could be adversely affected.
- ◆ **Incentives** - Fees can be set low to encourage participation in a service, such as a youth sports program or the issuance of a water heater permit.

- ◆ **Comparative Data** - One additional tool that many agencies use when considering how to establish fees for services is a comparison of what other agencies are charging for similar services. As part of this study, MGT collected fee schedules from surrounding area cities and extracted a sampling of fees to compare with fees charged by the City of Riverside. Based on the Council adopted market basket of cities, the City's Executive Steering Committee selected six agencies, including neighboring agencies and the County of Riverside, that would provide the best comparison. The fees to compare were selected by the departments with guidance from MGT. The results of the comparative survey may be found for each department within their respective summary sections.

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## CHAPTER 2. USER FEE SUMMARIES BY DEPARTMENT

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### Community Development

The user fee/cost analyses for this department mirrors the structure of City's fee schedule and was developed separately for each division:

- ◆ Code Enforcement
- ◆ Arts and Cultural Affairs

Fees are charged in a variety of ways including:

- ◆ Flat (or fixed) fees – the fee is always the same, regardless of size or complexity of the service provided in each instance.
- ◆ Per square (or linear) foot – the fee is calculated based on the size of the project under review.
- ◆ Hourly (or time-and-materials) – city staff track time and materials expense, and fees are calculated to recover actual costs.
- ◆ Actual cost – this fee is charged to recover consultant costs as billed to the City.
- ◆ Percentage of permit – the fee is calculated as a percentage of the original permit fee.

### Code Enforcement

Code enforcement fees recover the cost of enforcing city codes and regulations. This promotes compliance by residents and businesses, ultimately achieving the City's goal of a safe and attractive community for all.

Within the Code Enforcement division, current fees recover 13% of the total costs to provide services for which fees are charged. Recommended fees are set at 100% of cost. Assuming no loss in demand, recommended fee adjustments will result in an additional \$1,266,967 revenue per year.

Recovery levels for Code Enforcement fees range from 0% to 159%. Two fees are currently recovering over 100% of cost. In keeping with State law, the target cost recovery percentage must be set at 100%.

The User Fee Summary Sheet following this narrative provides further details of MGT's fee analysis for Code Enforcement.

### Arts and Cultural Affairs

The Arts and Cultural Affairs division services offer significant economic and community benefits within the City. By keeping film permit fees below cost recovery, the City can attract film productions, boosting the local economy and enriching the community with cultural experiences. Additionally, subsidizing special event permits for non-profits allows them to host enriching events that promote social good,

cultural experiences, and economic activity. Due to the community benefit, program fees historically have been heavily subsidized by the general fund. This is in line with industry standards and with surrounding comparable agencies.

Within the Arts and Cultural Affairs division, current fees recover 4% of related fee-for-service costs. Staff has recommended a small increase to some fees to recover 7% of cost. Assuming no loss in demand, recommended fee adjustments will result in an additional \$14,421 revenue per year.

The User Fee Summary Sheet following this narrative provides further details of MGT's fee analysis for Arts and Cultural Affairs.

## Comparative Data

Surveys showing a selected group of Building, Code Enforcement, Planning, and Arts and Cultural Affairs fees in comparison to neighboring agencies can be found following this narrative. Overall, the department fees are within the range of their peers.

## Disproportionate Impact

The department did not identify any fees that may present a disproportionate impact on low-income or other sectors of the community.

## Code Enforcement User Fee Summary Sheet

City of Riverside  
 CEDD - Code Enforcement  
 2024-2025

Service Name	Fee Description	Annual Volume	Current					Recommendations								
			Per Unit		Annual			Per Unit		Annual						
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy			
<b>DANGEROUS BUILDING INSPECTIONS - Demolitions</b>																
	Original inspection		3	\$ -	\$ 942	0%	\$ 2,827	\$ -	\$ 2,827	\$ -	\$ 2,827	100%	942	\$ 2,827	\$ 2,827	\$ -
	Per re-inspection for non-compliance (no additional fee if corrected)		1	\$ 118	\$ 336	35%	\$ 336	\$ 118	\$ 218	\$ -	\$ 218	100%	336	\$ 336	\$ 218	\$ -
	Per abatement (administrative)		1	\$ 4,394	\$ 3,808	115%	\$ 3,808	\$ 4,394	\$ (586)	\$ -	\$ (586)	100%	3,808	\$ 3,808	\$ (586)	\$ -
	Plus contractor's cost		-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	Actual Cost	\$ -	\$ -	\$ -
	Summary abatement - without notice		1	\$ 4,394	\$ 2,755	159%	\$ 2,755	\$ 4,394	\$ (1,639)	\$ -	\$ (1,639)	100%	2,755	\$ 2,755	\$ (1,639)	\$ -
	Plus contractor's cost		-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	Actual Cost	\$ -	\$ -	\$ -
	Title Release Process - all abatements		1	\$ 177	\$ 297	60%	\$ 297	\$ 177	\$ 120	\$ -	\$ 120	100%	297	\$ 297	\$ 120	\$ -
	Plus county recording fees		-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	Actual Cost	\$ -	\$ -	\$ -
	Plus Building Official review and sign off		1	\$ 1,286	\$ 1,779	72%	\$ 1,779	\$ 1,286	\$ 493	\$ -	\$ 493	100%	1,779	\$ 1,779	\$ 493	\$ -
<b>TRASH/NUISANCE ABATEMENT</b>																
	Original inspection		1,300	\$ -	\$ 437	0%	\$ 567,486	\$ -	\$ 567,486	\$ -	\$ 567,486	100%	437	\$ 567,486	\$ 567,486	\$ -
	Per re-inspection for non-compliance (no additional fee if corrected)		1,300	\$ 118	\$ 383	31%	\$ 497,658	\$ 153,400	\$ 344,258	\$ -	\$ 344,258	100%	383	\$ 497,658	\$ 344,258	\$ -
	Per abatement (administrative)		30	\$ 177	\$ 297	60%	\$ 8,900	\$ 5,310	\$ 3,590	\$ -	\$ 3,590	100%	297	\$ 8,900	\$ 3,590	\$ -
	Plus cost of contractor		-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	Actual Cost	\$ -	\$ -	\$ -
	Summary abatement - without notice		20	\$ 355	\$ 1,920	18%	\$ 38,395	\$ 7,100	\$ 31,295	\$ -	\$ 31,295	100%	1,920	\$ 38,395	\$ 31,295	\$ -
	Plus contractor's cost		-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	Actual Cost	\$ -	\$ -	\$ -
<b>VEHICLE ABATEMENT</b>																
	Original property inspection		250	\$ -	\$ 354	0%	\$ 88,546	\$ -	\$ 88,546	\$ -	\$ 88,546	100%	354	\$ 88,546	\$ 88,546	\$ -
	2nd inspection, if violation corrected		140	\$ -	\$ 300	0%	\$ 42,066	\$ -	\$ 42,066	\$ -	\$ 42,066	100%	300	\$ 42,066	\$ 42,066	\$ -
	2nd inspection, if continued investigation required		50	\$ -	\$ 300	0%	\$ 15,023	\$ -	\$ 15,023	\$ -	\$ 15,023	100%	300	\$ 15,023	\$ 15,023	\$ -
	3rd inspection, if violation corrected		40	\$ -	\$ 300	0%	\$ 12,019	\$ -	\$ 12,019	\$ -	\$ 12,019	100%	300	\$ 12,019	\$ 12,019	\$ -
	3rd inspection, if continued investigation required		15	\$ -	\$ 300	0%	\$ 4,507	\$ -	\$ 4,507	\$ -	\$ 4,507	100%	300	\$ 4,507	\$ 4,507	\$ -
	Final inspection and removal		5	\$ 236	\$ 724	33%	\$ 3,619	\$ 1,180	\$ 2,439	\$ -	\$ 2,439	100%	724	\$ 3,619	\$ 2,439	\$ -
	Additional charge per vehicle over one vehicle		2	\$ 56	\$ 65	87%	\$ 129	\$ 112	\$ 17	\$ -	\$ 17	100%	65	\$ 129	\$ 17	\$ -
	Charge to remove and dispose of vehicles		-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	Actual Cost	\$ -	\$ -	\$ -



City of Riverside  
 CEDD - Code Enforcement  
 2024-2025

Service Name	Fee Description	Annual Volume	Current				Recommendations						
			Per Unit		Annual		Per Unit		Annual				
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy
<b>WEED ABATEMENT</b>													
Original inspection	No Charge	240	\$ -	\$ 519	0%	\$ 124,530	\$ -	\$ 124,530	100%	519	\$ 124,530	\$ 124,530	\$ -
Abatement administrative charge	Flat Fee	20	\$ 177	\$ 379	47%	\$ 7,580	\$ 3,540	\$ 4,040	100%	379	\$ 7,580	\$ 4,040	\$ -
Plus cost of contractor	Actual Cost	-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	100%	Actual Cost			
<b>OTHER</b>													
Hearing Officer	No Charge	120	\$ -	\$ 214	0%	\$ 25,719	\$ -	\$ 25,719	100%	214	\$ 25,719	\$ 25,719	\$ -
Total User Fees						\$1,447,978	\$181,011	\$1,266,967			\$1,447,978	\$1,266,967	\$0
% of Full Cost							13%	87%			100%	700%	0%



## Arts & Cultural Affairs User Fee Summary Sheet

City of Riverside

CEDD - Arts & Cultural Affairs

2024-25

Service Name	Fee Description	Annual Volume	Per Unit			Current			Recommendations							
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy			
FESTIVAL OF LIGHTS AND OTHER SPECIAL EVENTS VENDORS																
	18% of vendor sales	-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%	18% of vendor sales			
FACILITY RENTALS DEPOSIT																
Grier Pavilion	Deposit	-	\$ 500.00	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%	500.00	\$ -	\$ -	\$ -
The Box / Showcase	Deposit	-	\$ 500.00	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%	500.00	\$ -	\$ -	\$ -
FILM PERMIT																
Student Film	No Fee	5	\$ -	\$ 1,140	0%	\$ 5,701	\$ -	\$ 5,701	\$ -	\$ 5,701	\$ -	2%	25.00	\$ 125	\$ 125	\$ 5,576
Non-Profit Film	New Fee	10	\$ -	\$ 1,254	0%	\$ 12,545	\$ -	\$ 12,545	\$ -	\$ 12,545	\$ -	8%	100.00	\$ 1,000	\$ 1,000	\$ 11,545
Requires Street Closure	Flat Fee	7	\$ 414.00	\$ 2,482	17%	\$ 17,377	\$ 2,898	\$ 14,479	\$ 2,898	\$ 14,479	\$ -	24%	600.00	\$ 4,200	\$ 1,302	\$ 13,177
No Street Closure	Flat Fee	30	\$ 204.00	\$ 1,826	11%	\$ 54,779	\$ 6,120	\$ 48,659	\$ 6,120	\$ 48,659	\$ -	22%	400.00	\$ 12,000	\$ 5,880	\$ 42,779
Horse Carriage Permit	Flat Fee	12	\$ 53.75	\$ 978	5%	\$ 11,739	\$ 645	\$ 11,094	\$ 645	\$ 11,094	\$ -	10%	100.00	\$ 1,200	\$ 555	\$ 10,539
SPECIAL EVENT PERMIT																
<i>Residential / Neighborhood Block Party</i>																
Permit Fee	Flat Fee	20	\$ 26.75	\$ 1,654	2%	\$ 33,078	\$ 535	\$ 32,543	\$ 535	\$ 32,543	\$ -	3%	50.00	\$ 1,000	\$ 465	\$ 32,078
Late Fee (in addition to the Permit Fee)	Late Fee	-	\$ 30.00	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%	30.00	\$ -	\$ -	\$ -
<i>Non-Profit Organizations</i>																
Permit Fee	Flat Fee	100	\$ 80.50	\$ 3,077	3%	\$ 307,664	\$ 8,050	\$ 299,614	\$ 8,050	\$ 299,614	\$ -	3%	100.00	\$ 10,000	\$ 1,950	\$ 297,664
Late Fee (in addition to the Permit Fee)	Late Fee	-	\$ 300.00	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%	300.00	\$ -	\$ -	\$ -
<i>Professional Corporation, Businesses, and Other</i>																
Permit Fee	Flat Fee	8	\$ 107.00	\$ 3,077	3%	\$ 24,613	\$ 856	\$ 23,757	\$ 856	\$ 23,757	\$ -	16%	500.00	\$ 4,000	\$ 3,144	\$ 20,613
Late Fee (in addition to the Permit Fee)	Late Fee	-	\$ 300.00	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%	300.00	\$ -	\$ -	\$ -
Cancellation Fee - Student/Non-Profit	New Fee	-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%	75.00	\$ -	\$ -	\$ -
Cancellation Fee - Large Production	New Fee	-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%	300.00	\$ -	\$ -	\$ -
Total User Fees			\$467,497	\$19,104	\$448,393				\$33,525	\$14,421	\$433,972					
% of Full Cost			4%	96%	7%	75%	93%									



### Code Enforcement Fee Comparisons

Activity	Riverside Current Fee	Riverside Proposed Fee	Anaheim	Corona	County of Riverside	Long Beach	Moreno Valley	Pasadena
DANGEROUS BUILDING INSPECTIONS - Demolitions (Per abatement (administrative))	\$4,394	\$3,808	Actual Cost	Actual Cost		Violation Notice - \$505 Do Not Occupy Notice - \$225 Nuisance Abatement Levy - \$300 Nuisance Abatement Inspection - \$310	N/A	Actual Cost
TRASH/NUISANCE ABATEMENT (Per re-inspection for non-compliance) (No additional fee if corrected)	\$118	\$383	\$398	Non-Compliance Fee: \$35 for first offense \$100 for second offense \$200 for each additional offense (12 Month Period)	Code Violation Fee - \$450.04 Non-Compliance Fee - \$630.24 Extension Fee - \$247.40 Abatement Fee - \$1,665.86 Hearing Fee - \$878.50 Plus Any Additional Abatement Costs	N/A	Level 1 (4 hours or less) \$263.00 each Level 2 (More than 4 hours) \$97.00 hourly	N/A
VEHICLE ABATEMENT (Final inspection and removal)	\$236	\$724	Actual Cost	Free		Nuisance Abatement Levy - \$135 Inspection - \$135 Prepare Towing Contract - \$190	\$320	\$170
WEED ABATEMENT (Abatement administrative charge)	\$177	\$379	\$398	Actual Cost		Lot Cleaning Levy - \$135 Inspection - \$205 Prepare Lot Cleaning Contract - \$250	\$240	\$181





## Arts & Cultural Affairs Fee Comparisons

Activity	Riverside Current Fee	Riverside Proposed Fee	Anaheim	Corona	County of Riverside	Long Beach	Moreno Valley	Pasadena
Film Permit Fee (Requires Street Closure)	\$414	\$600	*Fees for a business license are as follows: <ul style="list-style-type: none"> <li>• \$68.00 – License</li> <li>• \$35.00 – Processing Fee</li> <li>• \$10.00 – For Each Employee Working on Film</li> </ul>	\$883 + Encroachment charge	Film Permit Waived Encroachment Fee - \$129/Day Inspection Fee - \$105/Day	\$525.00	\$388 Film Permit Fee plus \$80 Road Encroachment Permit Fee	Traffic Lane Closure for Parking - Filming Fee \$630
Film Permit Fee (No Street Closure)	\$204	\$400	*Fees for a business license are as follows: <ul style="list-style-type: none"> <li>• \$68.00 – License</li> <li>• \$35.00 – Processing Fee</li> <li>• \$10.00 – For Each Employee Working in Film</li> </ul>	\$883	Film Permit Waived	\$525	\$388	Standard filming: \$283 per hour
Professional Corporation, Businesses, and Other Organizations (Special Event Permit) - Permit Fee	\$107	\$500	\$332	\$133	N/R	\$410	\$217	Filming and Special Events Coordination \$78, Special Event Permit (less than 30 days) \$160
Professional Corporation, Businesses, and Other Organizations (Special Event Permit) - Cancellation Fee (Large Production)	New	\$300	N/A	N/A	N/R	\$410	Loss of Deposit + 50% of Rental Fees (5-31 days prior) / 100% of Rental Fees (0-4 days prior)	N/A

## Public Works

The user fee/cost analyses for this department mirrors the structure of City’s fee schedule and was developed separately for each division. Divisions that are included in the cost analysis include:

- ◆ Public Parking
- ◆ Animal Services

Fees are charged in a variety of ways including:

- ◆ Flat (or fixed) fees – the fee is always the same, regardless of size or complexity.
- ◆ Per square (or linear) foot – the fee is calculated based on size of the project under review.
- ◆ Hourly (or time-and-materials) – city staff track time and materials expenses, and fees are calculated to recover actual costs.
- ◆ Actual cost – this fee is charged to recover consultant costs as billed to the City.
- ◆ Per work activity – these fees are for blanket flat fees for annual citywide utility excavation permits issued to utility companies.
- ◆ Per connection or installation – the fee is calculated based on the number and type of physical connections to the City’s infrastructure, or the number of units of a particular device installed by the City on behalf of a private person.

The User Fee Summary Sheet following this narrative provides further details of MGT’s fee analysis for Engineering.

## Public Parking

Public parking regulations manage the use of on-street parking to assist residents with valid permits and their guests in finding parking near their homes. These efforts benefit both the local community and residents and are eligible for cost recovery. Within the Parking division, current fees recover 63% of costs to provide services for which fees are charged, leaving 37% to be subsidized by other funding sources. This 37% represent a total dollar amount of \$10,713 annually. Staff recommends increasing recovery levels to 100%. Assuming no loss in demand, fee adjustments result in additional annual revenues of \$10,713 per year for an overall recovery.

The User Fee Summary Sheet following this narrative provides further details of MGT’s fee analysis for Parking.

## Animal Services

The City of Riverside contracts with the County of Riverside to provide shelter and field services through the Riverside County Department of Animal Services (RCDAS). Dog licensing and kennel permit services are provided by City staff within the Public Works department.

Most fees are charged on a flat (or fixed) fee basis – the fee is the same, regardless of size or complexity, and based on the time required to provide the service applied to the fully burdened hourly rate. Fines and penalties are not limited to cost.

Animal Services fees benefit those individuals or businesses specifically requesting or utilizing the services and are therefore eligible for cost recovery. Animal services also provide a benefit to the community at large. As such, most public agencies subsidize animal control services with the idea that licensing compliance and responsible pet ownership are more important than additional revenue collection.

Current fees recover 38% of total costs to provide the services for which fees are charged. Department staff recommend that animal services fees be increased by 31% overall, while most of them will still remain subsidized due to the community benefit of providing these services.

One new penalty fee proposal is included in this analysis to incentivize timely renewal of kennel\Cattery licenses and recover the cost of additional staff time:

- ◆ **Kennel/Cattery License Late Fee** – The proposed fee is \$50.

Assuming no loss in demand, fee adjustments will result in an increase of \$237,927 in revenue next year, recovering 49% of total cost.

## Comparative Data

Public Parking and Animal Services fees were not included in the comparison survey.

## Disproportionate Impact

When meeting with the above divisions in Public Works, MGT and the staff together reviewed their current and proposed fees to determine if there may be any potential disproportionate impact on a sector of the community.

Public Parking did not identify any fees with potential disproportionate impact.

Animal Services: Providing a discount for altered dog licenses is typical of most animal service agencies to encourage owners to spay and neuter their dogs. The Animal Services division recommended an additional discount on altered dog license fees for senior citizens, since charging the full cost may present disproportionate impact on fixed or low-income seniors. Revenue from Unaltered Dog Licenses penalties may serve as a source of subsidies for citizen dog license fees.

## Public Parking User Fee Summary Sheet

City of Riverside  
 Parking  
 FY 2024 - 2025

Service Name	Fee Description	Annual Volume	Current				Recommendations						
			Per Unit		Annual		Per Unit		Annual				
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy
RESIDENTIAL PARKING PERMIT - between 10th Street, 5th Street, Brockton Avenue, and Lime Street (per month)	Per Month	12	\$ 42	\$ 64	65%	\$ 770	\$ 504	\$ 266	100%	\$ 64	\$ 770	\$ 266	\$ -
PREFERENTIAL PARKING PERMIT APPLICATION (RMC 10.52.140)	Flat Fee	416	\$ 42	\$ 64	65%	\$ 26,699	\$ 17,472	\$ 9,227	100%	\$ 64	\$ 26,699	\$ 9,227	\$ -
TEMPORARY NO PARKING APPLICATION (ENCROACHMENT)	Flat Fee	12	\$ -	\$ 15	0%	\$ 177	\$ -	\$ 177	100%	\$ 15	\$ 177	\$ 177	\$ -
PREFERENTIAL PARKING PERMIT REPLACEMENT FEE	Flat Fee	32	\$ 19	\$ 52	37%	\$ 1,651	\$ 608	\$ 1,043	100%	\$ 52	\$ 1,651	\$ 1,043	\$ -
<b>Total User Fees</b>						<b>\$29,297</b>	<b>\$18,584</b>	<b>\$10,713</b>			<b>\$29,297</b>	<b>\$10,713</b>	<b>\$0</b>
<b>% of Full Cost</b>							<b>63%</b>	<b>37%</b>			<b>100%</b>	<b>58%</b>	<b>0%</b>



## Animal Services User Fee Summary Sheet

City of Riverside  
Public Works - Animal & Pet  
2024 - 2025

Ord	Service Name	Fee Description	Current					Recommendations					
			Per Unit		Annual			Per Unit		Annual			
			Annual Volume	Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue <sup>2</sup>	Increased Revenue
1	Recoupment of Enforcement Costs (hourly)	Actual Cost	\$ -	\$ 57	\$ -	0%	\$ -	\$ -	100%	Actual Cost	\$ -	\$ -	\$ -
2	Commercial Kennel/Cattery License	Fixed Fee	-	\$ 532	\$ 541	98%	\$ -	\$ -	100%	541	\$ -	\$ -	\$ -
3	Residential Kennel/Cattery License	Fixed Fee	-	\$ 108	\$ 346	31%	\$ -	\$ -	35%	121	\$ -	\$ -	\$ -
3.1	Kennel/Cattery License Late Fee	New fee - Penalty	-	\$ -	\$ -	-	\$ -	\$ -	-	50	-	-	-
4	Altered Dog License - 1 year	Fixed Fee	10,139	\$ 17	\$ 53	32%	\$ 540,145	\$ 172,363	50%	27	\$ 270,072	\$ 97,709	\$ 270,072
5	Altered Dog License - 2 year	Fixed Fee	2,260	\$ 27	\$ 95	28%	\$ 215,147	\$ 60,455	40%	38	\$ 86,059	\$ 25,604	\$ 129,088
6	Altered Dog License - 3 year	Fixed Fee	4,500	\$ 38	\$ 137	27%	\$ 617,048	\$ 168,750	34%	46	\$ 206,711	\$ 37,961	\$ 410,337
7	Senior Citizen Altered Dog License - 1 year	Fixed Fee	2,711	\$ 11	\$ 53	20%	\$ 144,426	\$ 29,143	30%	16	\$ 43,328	\$ 14,184	\$ 101,098
8	Senior Citizen Altered Dog License - 2 year	Fixed Fee	700	\$ 16	\$ 95	17%	\$ 66,639	\$ 11,200	20%	19	\$ 13,300	\$ 2,100	\$ 53,339
9	Senior Citizen Altered Dog License - 3 year	Fixed Fee	2,300	\$ 22	\$ 137	16%	\$ 315,380	\$ 49,450	17%	23	\$ 52,900	\$ 3,450	\$ 262,480
10	Unaltered Dog License - 1 year	Fixed Fee plus penalty	2,274	\$ 100	\$ 53	188%	\$ 121,145	\$ 227,400	235%	125	\$ 284,250	\$ 56,850	\$ (163,105)
11	Unaltered Dog License - 2 year	Fixed Fee plus penalty	139	\$ 200	\$ 95	210%	\$ 13,233	\$ 27,800	210%	200	\$ 27,800	\$ -	\$ (14,567)
12	Unaltered Dog License - 3 year	Fixed Fee plus penalty	97	\$ 300	\$ 137	219%	\$ 13,301	\$ 29,100	219%	300	\$ 29,100	\$ -	\$ (15,799)
13	Cat License	Fixed Fee	30	\$ 3	\$ 53	6%	\$ 1,598	\$ 90	0%	-	\$ -	\$ (90)	\$ 1,598
14	Dangerous or Vicious Animal License	Fixed Fee	-	\$ 134	\$ 185	73%	\$ -	\$ -	100%	184	\$ -	\$ -	\$ -
15	Potbelly Pig License	Fixed Fee	9	\$ 8	\$ 53	15%	\$ 479	\$ 72	50%	27	\$ 240	\$ 168	\$ 240
16	License Late Fee	Penalty	-	\$ 25	\$ -	-	\$ -	\$ -	-	25	-	-	-
17	Senior Citizen License Late Fee	Penalty	-	\$ 16	\$ -	-	\$ -	\$ -	-	15	-	-	-
18	Replacement Dog License Tag	Fixed Fee	-	\$ 6	\$ 27	23%	\$ -	\$ -	32%	9	\$ -	\$ -	\$ -
19	Transfer of Ownership Fee	Fixed Fee	-	\$ 6	\$ 21	30%	\$ -	\$ -	32%	7	\$ -	\$ -	\$ -
Total User Fees						\$2,048,540	\$775,823	\$1,272,717		\$1,013,760	\$237,937	\$1,034,781	
% of Full Cost						38%	62%	49%	31%	51%			

**Footnotes**

- 1) Fee #1 - Change from hourly to actual cost.
- 2) Fees #2, 3 - License to operate a Kennel
- 3) Fee #3.1 - Fines and penalties can be set at City discretion to encourage compliance.
- 4) Fees #7, 8, 9, 17 - Department recommends a discount on fees for Senior Citizens. Charging the full cost may present disproportionate impact on fixed or low-income seniors.
- 5) Fees #10, 11, 12, 16 - Fines and penalties can be set at City discretion to encourage compliance. RMC mandates dogs be spayed or neutered.



## Police

Most of the Police department fees are charged on a flat (or fixed) fee basis – the fee is the same, regardless of size or complexity, and based on the time required to provide the service applied to the fully burdened hourly rate. Exceptions are copy fees, which are charged on a per page basis, along with several fees such as DUI accident response investigation that are charged at actual cost and billed in arrears. The reason for setting fees at “actual cost” instead of a fixed amount is that the time spent can vary greatly. In addition, false alarm fines and penalties, which escalate with each additional occurrence, are not limited to cost. The department also has other fines on their fee schedule that were not part of this study.

Police records and permit services benefit those individuals or businesses specifically requesting or utilizing the services and are therefore eligible for cost recovery. The recommended policy is to generally - but with some exceptions - set fees to recover 100% of all costs associated with providing fee-for-service activities.

Current fees recover 44% of total costs to provide the services for which fees are charged. Department staff recommend that fees be increased by 91% overall. Most police records and permit fees have recommended fees set at 100% of cost. Some fees will remain subsidized due to State law which caps the fee that can be charged.

The department has fourteen (14) fees that will need to be reduced to comply with California laws regarding user fees, since the current fees are greater than the full cost of service.

Two fees are recommended for removal from the City’s Master Fee Schedule because the services are no longer being provided. Each proposed fee removal is noted with a **Remove** notation in the Fee Description column on the **User Fee Study Summary Sheet** following this narrative.

Assuming no loss in demand, fee adjustments will result in an increase of \$434,478 in revenue next year, recovering 84% of total cost.

## Comparative Data

The survey showing a selected group of the Police department’s fees in comparison to neighboring agencies can be found following this narrative. Overall, the department fees are within the range of their peers.

## Disproportionate Impact

The department did not identify any fees that may have a disproportionate impact on the community.

# Police User Fee Summary Sheet

City of Riverside

Police

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Per Unit				Recommendations			
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy	
															Annual Revenue
1	Bingo Permits - New Application	Flat Fee	-	\$ 48	\$ 100	48%	-	\$ -	\$ -	100%	\$ 100	\$ -	\$ -	\$ -	\$ -
2	Bingo Permits - Renewal	Flat Fee	-	\$ 48	\$ 69	69%	-	\$ -	\$ -	100%	\$ 69	\$ -	\$ -	\$ -	\$ -
3	Concealed Weapon Permit - Initial Application	Set by State	16	\$ 100	\$ 279	36%	\$ 4,465	\$ 1,600	\$ 2,865	36%	\$ 100	\$ 1,600	\$ -	\$ 2,865	\$ 2,865
4	Concealed Weapon Permit - Renewal	Set by State	19	\$ 25	\$ 45	55%	\$ 863	\$ 475	\$ 388	55%	\$ 25	\$ 475	\$ -	\$ 388	\$ 388
5	Concealed Weapon Permit - Amended License	Set by State	-	\$ 10	\$ 30	33%	\$ -	\$ -	\$ -	33%	\$ 10	\$ -	\$ -	\$ -	\$ -
Concealed Weapon Permit - Psychological Testing															
6	(max \$150)	Actual Cost	2	\$ -	\$ -	0%	\$ -	\$ -	\$ -	100%	Actual Cost	\$ -	\$ -	\$ -	\$ -
7	Adult Oriented Business Permit - New Application	Flat Fee	-	\$ 919	\$ 561	164%	\$ -	\$ -	\$ -	100%	\$ 561	\$ -	\$ -	\$ -	\$ -
8	Adult Oriented Business Permit - Renewal	Flat Fee	-	\$ 584	\$ 561	104%	\$ -	\$ -	\$ -	100%	\$ 561	\$ -	\$ -	\$ -	\$ -
9	Fortune Telling / Occult Arts Permit - New Application	Flat Fee	-	\$ 500	\$ 561	89%	\$ -	\$ -	\$ -	100%	\$ 561	\$ -	\$ -	\$ -	\$ -
10	Fortune Telling / Occult Arts Permit - Renewal	Flat Fee	5	\$ 250	\$ 449	56%	\$ 2,244	\$ 1,250	\$ 994	100%	\$ 449	\$ 2,244	\$ 994	\$ 994	\$ -
11	License to Sell Weapons - New Application	Flat Fee	6	\$ 583	\$ 561	104%	\$ 3,363	\$ 3,498	\$ (135)	100%	\$ 561	\$ 3,363	\$ (135)	\$ -	\$ -
12	License to Sell Weapons - Renewal	Flat Fee	19	\$ 108	\$ 561	19%	\$ 10,650	\$ 2,052	\$ 8,598	100%	\$ 561	\$ 10,650	\$ 8,598	\$ -	\$ -
13	Entertainment Permit - New Application	Flat Fee	-	\$ 1,225	\$ 561	218%	\$ -	\$ -	\$ -	100%	\$ 561	\$ -	\$ -	\$ -	\$ -
14	Entertainment Permit - Renewal	Flat Fee	-	\$ 649	\$ 561	116%	\$ -	\$ -	\$ -	100%	\$ 561	\$ -	\$ -	\$ -	\$ -
15	Live Performance Permit - New Application	Flat Fee	-	\$ 294	\$ 561	52%	\$ -	\$ -	\$ -	100%	\$ 561	\$ -	\$ -	\$ -	\$ -
16	Live Performance Permit - Renewal	Flat Fee	-	\$ 294	\$ 449	66%	\$ -	\$ -	\$ -	100%	\$ 449	\$ -	\$ -	\$ -	\$ -
17	Massage Establishments Permit - New Application	Flat Fee	8	\$ 919	\$ 561	164%	\$ 4,484	\$ 7,352	\$ (2,868)	100%	\$ 561	\$ 4,484	\$ (2,868)	\$ -	\$ -
18	Massage Establishments Permit - Renewal	Flat Fee	29	\$ 584	\$ 561	104%	\$ 16,256	\$ 16,936	\$ (680)	100%	\$ 561	\$ 16,256	\$ (680)	\$ -	\$ -
19	Massage Therapists Permit - New Application	Remove	-	\$ 217	Staff has recommended to remove this fee from the fee schedule.										
20	Massage Therapists Permit - Renewal	Remove	-	\$ 118	Staff has recommended to remove this fee from the fee schedule.										
21	Poolroom Permit - New Application	Flat Fee	-	\$ 877	\$ 561	156%	\$ -	\$ -	\$ -	100%	\$ 561	\$ -	\$ -	\$ -	\$ -
22	Poolroom Permit - Renewal	Flat Fee	2	\$ 580	\$ 561	103%	\$ 1,121	\$ 1,160	\$ (39)	100%	\$ 561	\$ 1,121	\$ (39)	\$ -	\$ -
23	Second Hand Dealer Permit - New Application	Flat Fee	3	\$ 871	\$ 561	155%	\$ 1,682	\$ 2,613	\$ (931)	100%	\$ 561	\$ 1,682	\$ (931)	\$ -	\$ -
24	Second Hand Dealer Permit - Renewal	Flat Fee	9	\$ 759	\$ 561	135%	\$ 5,045	\$ 6,831	\$ (1,786)	100%	\$ 561	\$ 5,045	\$ (1,786)	\$ -	\$ -
Taxicab or Ambulance Operators Permit - New															
25	Application	Flat Fee	5	\$ 288	\$ 561	51%	\$ 2,803	\$ 1,440	\$ 1,363	100%	\$ 561	\$ 2,803	\$ 1,363	\$ -	\$ -
26	Taxicab or Ambulance Operators Permit - Renewal	Flat Fee	1	\$ 189	\$ 561	34%	\$ 561	\$ 189	\$ 372	100%	\$ 561	\$ 561	\$ 372	\$ -	\$ -
27	Application	Flat Fee	73	\$ 211	\$ 561	38%	\$ 40,920	\$ 15,403	\$ 25,517	100%	\$ 561	\$ 40,920	\$ 25,517	\$ -	\$ -
28	Tobacco Retail Establishment Permit - Renewal	Flat Fee	-	\$ 211	\$ 560	38%	\$ -	\$ -	\$ -	100%	\$ 560	\$ -	\$ -	\$ -	\$ -
29	Security Alarm Regulation/Permit	Annual	34	\$ 16	\$ 91	18%	\$ 3,103	\$ 544	\$ 2,559	100%	\$ 91	\$ 3,103	\$ 2,559	\$ -	\$ -



City of Riverside

Police

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations							
				Per Unit	Annual	Per Unit	Annual	Per Unit	Annual						
			Current Recovery %	Annual Revenue	Annual Cost	Full Cost	Recovery Level	Fee @ Policy Level	Annual Revenue	Annual Subsidy	Increased Revenue	Recommended Subsidy			
30	Background Investigation	Set by State	355	19%	\$ 45,536	\$ 128	19%	\$ 25	\$ 8,875	\$ 36,661	19%	\$ 25	\$ 8,875	\$ -	\$ 36,661
31	Expired Registration - base fine	Fine	-			\$ 116									
32	Expired Registration - delinquent fine	Fine	-			\$ 25									
33	License Plate missing - base fine	Fine	-			\$ 66									
34	License Plate missing - delinquent fine	Fine	-			\$ 25									
35	License Plate month/year tabs - base fine	Fine	-			\$ 76									
36	License Plate month/year tabs - delinquent fine	Fine	-			\$ 50									
37	Proof of correction for above fines	Fine	-			\$ 20									
38	DUI Accident Response Investigation/Reporting	Actual Cost	-	0%	\$ -	\$ -	100%	Actual Cost							
39	False Alarm Response Penalty - Permitted - 1st & 2nd Response	No Charge	13,171			\$ -									
40	False Alarm Response Penalty - Permitted - 3rd Response	Penalty	-			\$ 100									
41	False Alarm Response Penalty - Permitted - 4th Response	Penalty	-			\$ 150									
42	False Alarm Response Penalty - Permitted - 5th Response	Penalty	-			\$ 200									
43	False Alarm Response Penalty - Permitted - 6th Response	Penalty	-			\$ 250									
44	False Alarm Response Penalty - Non-Permitted - 1st Response	No Charge	-			\$ -									
45	False Alarm Response Penalty - Non-Permitted - 2nd Response	Penalty	-			\$ 350									
46	False Alarm Response Penalty - Non-Permitted - 3rd Response	Penalty	-			\$ 400									
47	False Alarm Response Penalty - Non-Permitted - 4th Response	Penalty	-			\$ 450									
48	False Alarm Response Penalty - Non-Permitted - 5th Response	Penalty	-			\$ 500									
49	False Alarm Response Penalty - Non-Permitted - 6th Response	Penalty	-			\$ 500									
50	Fingerprint Processing	Flat Fee	9	49%	\$ 278	\$ 31	100%	\$ 31	\$ 135	\$ 143	100%	\$ 31	\$ 278	\$ 143	\$ -





City of Riverside

Police

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations							
				Actual Cost	Current Fee	Full Cost	Current Recovery %	Annual Revenue	Annual Cost	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue <sup>2</sup>	Increased Revenue	Recommended Subsidy
51	Incident Response Investigation/Reporting	Fine	-	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	100%	Actual Cost	-- Fine/Penalty --		
52	Violation of RMC titles 9, 10, and 16 - base fine	Fine	-	\$ 41									-- Fine/Penalty --		
	Violation of RMC titles 9, 10, and 16 - additional fine if														
53	delinquent	Fine	-	\$ 55									-- Fine/Penalty --		
	Certain commercial vehicle and trailer parking - base														
54	fine	Fine	-	\$ 116									-- Fine/Penalty --		
	Certain commercial vehicle and trailer parking -														
55	additional fine if delinquent	Fine	-	\$ 100									-- Fine/Penalty --		
56	Commercial & recreational vehicle parking - base fine	Fine	-	\$ 71									-- Fine/Penalty --		
	Commercial & recreational vehicle parking -														
57	additional fine if delinquent	Fine	-	\$ 80									-- Fine/Penalty --		
58	Commercial vehicle, disabled - base fine	Fine	-	\$ 70									-- Fine/Penalty --		
	Commercial vehicle, disabled - additional fine if														
59	delinquent	Fine	-	\$ 105									-- Fine/Penalty --		
60	Dwelling / residing in vehicle - base fine	Fine	-	\$ 116									-- Fine/Penalty --		
	Dwelling / residing in vehicle - additional fine if														
61	delinquent	Fine	-	\$ 200									-- Fine/Penalty --		
62	Fire hydrant, prohibited parking, fire lane - base fine	Fine	-	\$ 46									-- Fine/Penalty --		
	Fire hydrant, prohibited parking, fire lane - additional														
63	fine if delinquent	Fine	-	\$ 55									-- Fine/Penalty --		
64	Handicapped parking - base fine	Fine	-	\$ 341									-- Fine/Penalty --		
65	Handicapped parking - additional fine if delinquent	Fine	-	\$ 25									-- Fine/Penalty --		
66	Leaving child or animal in vehicle - base fine	Fine	-	\$ 121									-- Fine/Penalty --		
	Leaving child or animal in vehicle - additional fine if														
67	delinquent	Fine	-	\$ 23									-- Fine/Penalty --		
68	One/two hour parking limits - base fine	Fine	-	\$ 37									-- Fine/Penalty --		
	One/two hour parking limits - additional fine if														
69	delinquent	Fine	-	\$ 45									-- Fine/Penalty --		
	Resident - GVW 10,000 lbs: unpaved lot and City														
70	Parks - base fine	Fine	-	\$ 116									-- Fine/Penalty --		
	Resident - GVW 10,000 lbs: unpaved lot and City														
71	Parks - additional fine if delinquent	Fine	-	\$ 100									-- Fine/Penalty --		





City of Riverside

Police

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations						
				Per Unit		Annual		Per Unit		Annual				
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy
90	Reproduction of Crime Scene Photos - Subpoena request - Photo negative - 1st print	Flat Fee	10	\$ 8.39	\$ 51	16%	\$ 509	\$ 84	\$ 425	100%	\$ 51	\$ 509	\$ 425	\$ -
91	Reproduction of Crime Scene Photos - Subpoena request - Photo negative - additional prints	Per print	-	\$ 0.38	8	5%	-	-	-	100%	8	-	-	-
92	Reproduction of Crime Scene Photos - Subpoena request - Digital photo print - 1st print	Flat Fee	-	\$ 5.81	18	33%	-	-	-	100%	18	-	-	-
93	Reproduction of Crime Scene Photos - Subpoena request - Digital photo print - additional prints	Per print	-	\$ 0.13	3	4%	-	-	-	100%	3	-	-	-
94	Reproduction of Crime Scene Photos - Subpoena request - CD with images from film negatives	Flat Fee	20	\$ 29.35	44	67%	\$ 874	\$ 587	\$ 287	100%	44	\$ 874	\$ 287	\$ -
95	Reproduction of Crime Scene Photos - Subpoena request - CD with images from digital source	Flat Fee	340	\$ 14.67	18	82%	\$ 6,071	\$ 4,988	\$ 1,083	100%	18	\$ 6,071	\$ 1,083	\$ -
96	Special Computer Print-out Service	Actual Cost	-	\$ -	-	0%	-	-	-	100%	-	-	-	-
97	Towing Referral Services - Per Vehicle	Flat Fee	4,262	\$ 70	70	100%	\$ 298,635	\$ 298,340	\$ 295	100%	70	\$ 298,635	\$ 295	\$ -
98	Towing Referral Services - low value vehicle	No Charge	530	\$ -	70	0%	\$ 37,031	-	\$ 37,031	100%	70	\$ 37,031	\$ 37,031	\$ -
99	Towing Referral Services - result of prior request by vehicle owner/driver	No Charge	1,460	\$ -	70	0%	\$ 102,009	-	\$ 102,009	100%	70	\$ 102,009	\$ 102,009	\$ -
100	Towing Referral Services - result of request of AAA member to official RPD towing company previously contracted by AAA to provide service	No Charge	-	\$ -	70	0%	-	-	-	0%	-	-	-	-
101	Vehicle Citation Correction Inspection	Flat Fee	363	\$ 16	21	78%	\$ 7,462	\$ 5,855	\$ 1,607	78%	16	\$ 5,855	-	\$ 1,607
102	Vehicle Release - Safe Streets Act Tows	Penalty	194	\$ 372	-	-	-	-	-	-	-	-	-	-
103	Vehicle Release - all other tows	Flat Fee	2,394	\$ 20	119	17%	\$ 285,863	\$ 47,880	\$ 237,983	100%	119	\$ 285,863	\$ 237,983	\$ -
Total User Fees							\$1,081,158	\$478,866	\$602,292		\$913,344	\$434,478	\$167,814	
% of Full Cost							44%	56%			84%	91%	16%	

Footnotes

- 1) Fees #3, 4, 5, 30, 83 - These fees are set by the State.
- 2) Fees #19, 20 - Department recommends removing these fees. Massage Therapist permits are issued by the State at a lower cost.
- 3) Fee #74 - Department recommends increasing fee from \$13 to \$20, which is in line with neighboring jurisdictions.
- 4) Fee #97 - Department recommends keeping current fee at \$0 for towing referral to drivers of low-value vehicles, as charging a fee may present a disproportionate impact on low-income residents.



### Police Fees Comparison

Activity	Riverside Current Fee	Riverside Proposed Fee	Anaheim	Corona	County of Riverside	Long Beach	Moreno Valley (Riverside County Sheriff)	Pasadena
Entertainment Permit - New	\$1,225	\$561	N/R	\$304	N/R	\$783	N/A	N/R
Entertainment Permit - Renewal	\$649	\$561	N/R	\$339	N/A	\$391	N/A	N/R
Second Hand Dealer Permit - New	\$871	\$561	N/R	\$83	N/A	\$233	N/A	N/A
Second Hand Dealer Permit - Renewal	\$759	\$561	N/R	\$83	N/R	\$233	N/A	N/A
Patrol Unit Video - per 10 minute recording	\$50	\$49	Body Cam - \$33 for walk in request	\$42	N/R	N/A	N/A	\$79

## Fire

The user fee/cost analysis for this department follows the basic structure of City's fee schedule and was developed at the department level. All divisions within the department are included in the cost analysis.

Fees are charged in either of the following ways:

- ◆ Flat (or fixed) fees – the fee is always the same, regardless of size or complexity.
- ◆ Hourly or Actual Cost – city staff track time and materials expense, and fees are calculated to recover actual costs.

The Fire fee schedule includes rentals and fines which were not included in this study.

Fire prevention and other miscellaneous fire services benefit those individuals or businesses specifically requesting or utilizing the services and are therefore eligible for cost recovery. The recommended policy is to generally - but with some exceptions - set fees to recover 100% of all costs associated with providing fee-for-service activities.

Current fees are recovering 76% of total costs to provide the services for which fees are charged. The department's recommended recovery level is 100% for all fees. Assuming no loss in demand, proposed fee adjustments will result in an increase of \$554,588 in revenue.

The department has twenty-seven (27) fees that will need to be reduced to comply with California laws regarding user fees, since the current fees are greater than the full cost of service.

Nine (9) fees are recommended for deletion since they were redundant or duplicates of other fees. Details can be found in the User Fee Study Summary Sheet following this narrative.

Twenty-one (21) new fee proposals are included in this analysis:

- ◆ Third and Subsequent Plan Review Submittal
- ◆ Final As-Built (Revision) Plan Check
- ◆ Fire Protection Plan (FPP) Review
- ◆ Hazardous Material Analysis Report
- ◆ High Pile - 0-20,000 square feet
- ◆ High Pile - 20,000+ square feet
- ◆ Defensible Space Review/Inspection
- ◆ Performance Based Review
- ◆ Alternative Means and Method Review
- ◆ Rocket Launch
- ◆ Burn Permit
- ◆ Blasting Permit
- ◆ Fire Alarm Control Panel/Communicator - change out only
- ◆ Fire and Life Safety Self-Certification Inspection

- ◆ Parking Structures: 500 square feet
- ◆ Parking Structures: 5,000 square feet
- ◆ Parking Structures: 10,000 square feet
- ◆ Parking Structures: 100,000+ square feet
- ◆ Residential Remodels and Additions
- ◆ Single Family Dwellings and Duplexes
- ◆ Accessory Dwelling Unit

## Comparative Data

The survey showing the Fire department's fees in comparison to neighboring agencies can be found following this narrative. Overall, the department's fees are within the range of their peers.

## Disproportionate Impact

The Fire department's fees are primarily charged to developers and business owners. The department did not identify any fees that may present a disproportionate impact on low-income or other sectors of the community.

# Fire User Fee Summary Sheet

City of Riverside  
 Fire  
 2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations						
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue <sup>2</sup>	Increased Revenue	Recommended Subsidy
1	Ambulance Franchise Permit\Fee	Fixed Fee	-	1,997 \$	4,711	42%	- \$	- \$	- \$	- \$	100%	4,711 \$	- \$	- \$
1.1	Ambulance Permit Inspection	Fixed Fee	-	100 \$	79	127%	- \$	- \$	- \$	- \$	100%	79 \$	- \$	- \$
<b>2</b>	<b>FIRE FACILITY RENTALS</b>													
3	Training Classroom - Large	Rental	-	134										
4	Training Classroom - Small	Rental	-	65										
5	Drill Ground Props - Auto Extrication	Rental	-	54										
6	Drill Ground Props - Class A	Rental	-	108										
7	Drill Ground Props - Confined Space	Rental	-	161										
8	Drill Ground Props - Drafting Pit	Rental	-	108										
9	Drill Ground Props - Drill Tower	Rental	-	161										
10	Drill Ground Props - Flashover	Rental	-	108										
11	Drill Ground Props - Forcible Entry	Rental	-	54										
12	Drill Ground Props - Hazmat	Rental	-	161										
13	Drill Ground Props - LARRO	Rental	-	108										
14	Drill Ground Props - Rescue Systems I	Rental	-	161										
15	Drill Ground Props - Trench Rescue	Rental	-	161										
16	Drill Ground Props - Vehicle Fire Area	Rental	-	108										
17	Drill Ground Props - Vent Over Fire	Rental	-	108										
18	Drill Ground Props - Ventilation-Roof	Rental	-	134										
<b>19</b>	<b>ADMINISTRATIVE CITATIONS</b>													
20	Administrative Citation - Warning	No Charge	-	-										
21	Administrative Citation - 1st citation	Fine	-	100										
22	Administrative Citation - 2nd citation	Fine	-	200										
23	Administrative Citation - 3rd citation	Fine	-	500										
24	Administrative Citation - subsequent citations	Fine	-	500										
25	Administrative Citation with Significant Risk - 1st citation	Fine	-	500										
26	Administrative Citation with Significant Risk - subsequent citations	Fine	-	500										
27	Administrative Civil Penalty	Fine	-	1,075										
28	Hazmat Administrative Citation - Warning	No Charge	-	-										
29	Hazmat Administrative Citation - 1st citation	Fine	-	100										
30	Hazmat Administrative Citation - 2nd citation	Fine	-	200										
31	Hazmat Administrative Citation - 3rd citation	Fine	-	500										
32	Hazmat Administrative Citation - subsequent citations	Fine	-	500										
33	Hazmat Administrative Citation with Significant Risk - 1st citation	Fine	-	500										







City of Riverside  
Fire

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations								
				Per Unit		Annual		Per Unit		Annual						
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenues	Increased Revenue	Recommended Subsidy		
66	Hazardous Material Analysis Report	New Fee	5	-	\$ 740	0%	\$ 3,699	\$ -	\$ 3,699	\$ -	\$ 3,699	100%	\$ 740	\$ 3,699	\$ 3,699	\$ -
67	High Pile - 0-20,000 square feet	New Fee	3	-	\$ 329	0%	\$ 986	\$ -	\$ 986	\$ -	\$ 986	100%	\$ 329	\$ 986	\$ 986	\$ -
68	High Pile - 20,000+ square feet	New Fee	29	-	\$ 667	0%	\$ 19,347	\$ -	\$ 19,347	\$ -	\$ 19,347	100%	\$ 667	\$ 19,347	\$ 19,347	\$ -
69	Defensible Space Review/Inspection	New Fee	-	-	\$ 167	0%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	\$ 167	\$ -	\$ -	\$ -
70	Performance Based Review	New Fee	3	-	\$ 637	0%	\$ 1,912	\$ -	\$ 1,912	\$ -	\$ 1,912	100%	\$ 637	\$ 1,912	\$ 1,912	\$ -
71	Alternative Means and Method Review	New Fee	30	-	\$ 661	0%	\$ 19,821	\$ -	\$ 19,821	\$ -	\$ 19,821	100%	\$ 661	\$ 19,821	\$ 19,821	\$ -
72	Rocket Launch	New Fee	1	-	\$ 77	0%	\$ 77	\$ -	\$ 77	\$ -	\$ 77	100%	\$ 77	\$ 77	\$ 77	\$ -
73	Burn Permit	New Fee	2	-	\$ 148	0%	\$ 295	\$ -	\$ 295	\$ -	\$ 295	100%	\$ 148	\$ 295	\$ 295	\$ -
74	Blasting Permit	New Fee	3	-	\$ 415	0%	\$ 1,245	\$ -	\$ 1,245	\$ -	\$ 1,245	100%	\$ 415	\$ 1,245	\$ 1,245	\$ -
75	Fire Alarm Control Panel/Communicator - change out only	New Fee	40	-	\$ 236	0%	\$ 9,446	\$ -	\$ 9,446	\$ -	\$ 9,446	100%	\$ 236	\$ 9,446	\$ 9,446	\$ -
76	Fire Sprinkler System Plan Check/Inspection - New Installation, residential and commercial - 1-99 sprinklers	Fixed Fee	158	445	\$ 655	68%	\$ 103,506	\$ 70,310	\$ 33,196	\$ -	\$ 33,196	100%	\$ 655	\$ 103,506	\$ 33,196	\$ -
77	Fire Sprinkler System Plan Check/Inspection - New Installation, residential and commercial - 100-199 sprinklers	Remove	-	827	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
78	Fire Sprinkler System Plan Check/Inspection - New Installation, residential and commercial - 200+ sprinklers (per 100 sprinklers)	Fixed Fee	21	382	\$ 352	108%	\$ 7,394	\$ 8,012	\$ (618)	\$ (618)	\$ (618)	100%	\$ 352	\$ 7,394	\$ (618)	\$ -
79	Fire Sprinkler System Plan Check/Inspection - Tenant Improvements, residential and commercial - 1-99 sprinklers	Fixed Fee	61	255	\$ 368	69%	\$ 22,434	\$ 15,540	\$ 6,895	\$ 6,895	\$ 6,895	100%	\$ 368	\$ 22,434	\$ 6,895	\$ -
80	Fire Sprinkler System Plan Check/Inspection - 100-199 sprinklers Improvements, residential and commercial - 200+ sprinklers (per 100 sprinklers)	Remove	-	508	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
81	Fire Sprinkler System Plan Check/Inspection - Tenant Improvements, residential and commercial - 200+ sprinklers (per 100 sprinklers)	Fixed Fee	-	382	\$ 352	108%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	\$ 352	\$ -	\$ -	\$ -
82	Fire Sprinkler System Plan Check/Inspection - Tenant Improvements, residential and commercial - 5-Year Certification	Fixed Fee	-	190	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -
83	Fixed Extinguishing Systems Plan Check - Hood Systems - New System	Fixed Fee	18	414	\$ 419	99%	\$ 7,541	\$ 7,452	\$ 89	\$ 89	\$ 89	100%	\$ 419	\$ 7,541	\$ 89	\$ -
84	Fixed Extinguishing Systems Plan Check - Hood Systems - Tenant Improvements	Fixed Fee	-	355	\$ 250	142%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	\$ 250	\$ -	\$ -	\$ -
85	Fixed Extinguishing Systems Plan Check - Clean Agent Systems - New System	Fixed Fee	-	499	\$ 537	93%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	\$ 537	\$ -	\$ -	\$ -
86	Fixed Extinguishing Systems Plan Check - Clean Agent Systems - Tenant Improvements	Fixed Fee	9	355	\$ 368	97%	\$ 3,310	\$ 3,195	\$ 115	\$ 115	\$ 115	100%	\$ 368	\$ 3,310	\$ 115	\$ -
87	Fire Protection Underground System Plan Check - Small	Fixed Fee	26	499	\$ 537	93%	\$ 13,963	\$ 12,974	\$ 989	\$ 989	\$ 989	100%	\$ 537	\$ 13,963	\$ 989	\$ -
88	Fire Protection Underground System Plan Check - Large	Fixed Fee	11	946	\$ 1,009	94%	\$ 11,102	\$ 10,406	\$ 696	\$ 696	\$ 696	100%	\$ 1,009	\$ 11,102	\$ 696	\$ -



City of Riverside

Fire

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Annual				Recommendations			
				Per Unit		Annual		Per Unit		Annual		Per Unit		Annual	
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Annual Revenue	Increased Revenue	Recommended Subsidy
89	Fire Safety Inspection Group A: A-1 Theaters, Concert Halls	Fixed Fee	6	204 \$	250 \$	82%	1,500 \$	1,226 \$	274 \$	100%	250 \$	1,500 \$	274 \$	-	
90	Fire Safety Inspection Group A: A-2 Banquet Halls, Bars	Fixed Fee	120	97 \$	199 \$	49%	23,849 \$	11,610 \$	12,239 \$	100%	199 \$	23,849 \$	12,239 \$	-	
91	Fire Safety Inspection Group A: A-3 Arcades, Churches, Bowling	Fixed Fee	136	97 \$	199 \$	49%	27,029 \$	13,158 \$	13,871 \$	100%	199 \$	27,029 \$	13,871 \$	-	
92	Fire Safety Inspection Group A: A-4 Indoor Sporting, Skating Rink	Fixed Fee	1	114 \$	301 \$	38%	301 \$	114 \$	187 \$	100%	301 \$	301 \$	187 \$	-	
93	Fire Safety Inspection Group A: A-5 Outdoor Amusement Park	Fixed Fee	1	324 \$	352 \$	92%	352 \$	324 \$	28 \$	100%	352 \$	352 \$	28 \$	-	
94	Fire Safety Inspection Group B: Multi-Story (per floor)	Fixed Fee	-	54 \$	51 \$	105%	- \$	- \$	- \$	100%	51 \$	- \$	- \$	-	
95	Fire Safety Inspection Group B: Office Type: 0-299 square feet	Fixed Fee	2,100	58 \$	96 \$	60%	202,361 \$	121,905 \$	80,456 \$	100%	96 \$	202,361 \$	80,456 \$	-	
96	Fire Safety Inspection Group B: Office Type: 300-9,999 square feet	Fixed Fee	14	97 \$	199 \$	49%	2,782 \$	1,355 \$	1,428 \$	100%	199 \$	2,782 \$	1,428 \$	-	
97	Fire Safety Inspection Group B: Office Type: 10,000+ square feet	Fixed Fee	5	173 \$	301 \$	57%	1,506 \$	865 \$	640 \$	100%	301 \$	1,506 \$	640 \$	-	
98	Fire Safety Inspection Group E: 1-100 students	Fixed Fee	133	114 \$	148 \$	77%	19,624 \$	15,155 \$	4,469 \$	100%	148 \$	19,624 \$	4,469 \$	-	
99	Fire Safety Inspection Group E: 101-500 students	Fixed Fee	14	204 \$	250 \$	82%	3,499 \$	2,860 \$	639 \$	100%	250 \$	3,499 \$	639 \$	-	
100	Fire Safety Inspection Group E: 500-1,500 students	Fixed Fee	12	371 \$	403 \$	92%	4,842 \$	4,452 \$	390 \$	100%	403 \$	4,842 \$	390 \$	-	
101	Fire Safety Inspection Group E: 1,500+ students	Fixed Fee	4	528 \$	557 \$	95%	2,228 \$	2,112 \$	116 \$	100%	557 \$	2,228 \$	116 \$	-	
102	Fire Safety Inspection Group F: Factory and Manufacturing	Fixed Fee	168	173 \$	301 \$	57%	50,588 \$	29,077 \$	21,511 \$	100%	301 \$	50,588 \$	21,511 \$	-	
103	Fire Safety Inspection Group H: Hazardous	Fixed Fee	3	204 \$	352 \$	58%	1,057 \$	613 \$	444 \$	100%	352 \$	1,057 \$	444 \$	-	
104	Fire Safety Inspection Group I: Institutional Jails	Fixed Fee	5	295 \$	455 \$	65%	2,273 \$	1,473 \$	801 \$	100%	455 \$	2,273 \$	801 \$	-	
105	Fire Safety Inspection Group M: Retail Sales: 0-9,999 square feet	Fixed Fee	433	97 \$	250 \$	39%	108,219 \$	41,893 \$	66,326 \$	100%	250 \$	108,219 \$	66,326 \$	-	
106	Fire Safety Inspection Group M: Retail Sales: 10,000+ square feet	Fixed Fee	-	173 \$	455 \$	38%	- \$	- \$	- \$	100%	455 \$	- \$	- \$	-	
107	Fire Safety Inspection Group R: Apartments, Condominiums, Hotels & Motels: 3-4 rooms	Fixed Fee	10	58 \$	96 \$	60%	964 \$	581 \$	383 \$	100%	96 \$	964 \$	383 \$	-	
108	Fire Safety Inspection Group R: Apartments, Condominiums, Hotels & Motels: 5-10 rooms	Fixed Fee	59	77 \$	96 \$	80%	5,685 \$	4,567 \$	1,119 \$	100%	96 \$	5,685 \$	1,119 \$	-	
109	Fire Safety Inspection Group R: Apartments, Condominiums, Hotels & Motels: 11-20 rooms	Fixed Fee	18	97 \$	148 \$	66%	2,656 \$	1,742 \$	914 \$	100%	148 \$	2,656 \$	914 \$	-	
110	Fire Safety Inspection Group R: Apartments, Condominiums, Hotels & Motels: 21-30 rooms	Fixed Fee	168	134 \$	199 \$	68%	33,388 \$	22,575 \$	10,813 \$	100%	199 \$	33,388 \$	10,813 \$	-	
111	Fire Safety Inspection Group R: Apartments, Condominiums, Hotels & Motels: 31-50 rooms	Fixed Fee	1,250	173 \$	250 \$	69%	312,410 \$	216,344 \$	96,066 \$	100%	250 \$	312,410 \$	96,066 \$	-	
112	Fire Safety Inspection Group R: Apartments, Condominiums, Hotels & Motels: 51-100 rooms	Fixed Fee	-	250 \$	352 \$	71%	- \$	- \$	- \$	100%	352 \$	- \$	- \$	-	
113	Fire Safety Inspection Group R: Apartments, Condominiums, Hotels & Motels: 100+ rooms	Fixed Fee	-	327 \$	455 \$	72%	- \$	- \$	- \$	100%	455 \$	- \$	- \$	-	
114	Fire Safety Inspection Group R-3: Residential Licensed Facility: 1-6 persons	No charge	-	- \$	173 \$	0%	- \$	- \$	- \$	100%	173 \$	- \$	- \$	-	



Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations						
				Per Unit		Annual		Per Unit		Annual				
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy
115	Fire Safety Inspection Group R-3: Residential Licensed Facility: 7-30 persons	Fixed Fee	25	204 \$	250	82%	6,248 \$	5,106 \$	1,142 \$	100%	250 \$	6,248 \$	1,142 \$	-
116	Fire Safety Inspection Group R-3: Residential Licensed Facility: 31+ persons	Fixed Fee	-	295 \$	352	84%	- \$	- \$	- \$	100%	352 \$	- \$	- \$	-
117	Fire Safety Inspection Group S: Storage Facilities	Fixed Fee	286	173 \$	250	69%	71,479 \$	49,499 \$	21,980 \$	100%	250 \$	71,479 \$	21,980 \$	-
118	Fire Safety Inspection Group U: Garages and Miscellaneous Bldgs: 0-300 square feet	Fixed Fee	50	58 \$	96	60%	4,818 \$	2,903 \$	1,916 \$	100%	96 \$	4,818 \$	1,916 \$	-
119	Fire Safety Inspection Group U: Garages and Miscellaneous Bldgs: 301-10,000 square feet	Fixed Fee	50	97 \$	148	66%	7,378 \$	4,838 \$	2,540 \$	100%	148 \$	7,378 \$	2,540 \$	-
120	Fire Safety Certifications (Maintenance Records- sprinkler, fire alarm, etc)	Fixed Fee	-	134 \$	301	45%	- \$	- \$	- \$	100%	301 \$	- \$	- \$	-
122	Fire and Life Safety Self-Certification Inspection	New Fee	-	45 \$	71	64%	- \$	- \$	- \$	100%	71 \$	- \$	- \$	-
123	Fireworks Display Inspection/Permit - small display (0-4 hours)	Fixed Fee	4	592 \$	569	104%	2,275 \$	2,368 \$	(93)	100%	569 \$	2,275 \$	(93)	-
124	Fireworks Display Inspection/Permit - large display (4-8 hours)	Fixed Fee	2	1,064 \$	978	109%	1,957 \$	2,128 \$	(171)	100%	978 \$	1,957 \$	(171)	-
125	Fireworks Display Inspection/Permit - extra large display (8+ hours)	Fixed Fee	2	1,892 \$	1,797	105%	3,595 \$	3,784 \$	(189)	100%	1,797 \$	3,595 \$	(189)	-
126	Fireworks Display Inspection/Permit - full hourly and burden rate of RFD personnel on stand-by	Actual Cost	-	-	-	-	-	-	-	-	-	-	-	-
127	Hazmat Usage/Permit (Business Plan) - Category 1	Fixed Fee	459	532 \$	578	92%	265,122 \$	244,188 \$	20,934 \$	100%	578 \$	265,122 \$	20,934 \$	-
128	Hazmat Usage/Permit (Business Plan) - Category 2	Fixed Fee	269	610 \$	668	91%	179,647 \$	164,090 \$	15,557 \$	100%	668 \$	179,647 \$	15,557 \$	-
129	Hazmat Usage/Permit (Business Plan) - Category 3	Fixed Fee	147	727 \$	803	91%	118,067 \$	106,869 \$	11,198 \$	100%	803 \$	118,067 \$	11,198 \$	-
130	Hazmat Usage/Permit (Business Plan) - Category 4	Fixed Fee	42	1,078 \$	1,209	89%	50,786 \$	45,276 \$	5,510 \$	100%	1,209 \$	50,786 \$	5,510 \$	-
131	Hazmat Usage/Permit (Business Plan) - Category 5	Fixed Fee	253	1,195 \$	1,345	89%	340,167 \$	302,335 \$	37,832 \$	100%	1,345 \$	340,167 \$	37,832 \$	-
132	Hazmat Usage/Permit - APSA - Tier I	Fixed Fee	73	649 \$	713	91%	52,045 \$	47,377 \$	4,668 \$	100%	713 \$	52,045 \$	4,668 \$	-
133	Hazmat Usage/Permit - APSA - Tier II	Fixed Fee	20	805 \$	893	90%	17,868 \$	16,100 \$	1,768 \$	100%	893 \$	17,868 \$	1,768 \$	-
134	Hazmat Usage/Permit - APSA - Tier III	Fixed Fee	2	961 \$	1,074	89%	2,148 \$	1,922 \$	226 \$	100%	1,074 \$	2,148 \$	226 \$	-
135	NEW CONSTRUCTION PLAN CHECK, INSPECTION, AND RE-INSPECTION													
136	Apartments: 500 square feet	Fixed Fee	-	255 \$	301	85%	- \$	- \$	- \$	100%	301 \$	- \$	- \$	-
137	Apartments: 5,000 square feet	Fixed Fee	-	414 \$	352	118%	- \$	- \$	- \$	100%	352 \$	- \$	- \$	-
138	Apartments: 10,000 square feet	Fixed Fee	-	650 \$	671	97%	- \$	- \$	- \$	100%	671 \$	- \$	- \$	-
139	Apartments: 100,000+ square feet	Fixed Fee	-	1,359 \$	1,214	112%	- \$	- \$	- \$	100%	1,214 \$	- \$	- \$	-
140	Commercial: 500 square feet	Fixed Fee	-	190 \$	301	63%	- \$	- \$	- \$	100%	301 \$	- \$	- \$	-
141	Commercial: 5,000 square feet	Fixed Fee	-	382 \$	419	91%	- \$	- \$	- \$	100%	419 \$	- \$	- \$	-

City of Riverside  
Fire

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations						
				Per Unit		Annual		Per Unit		Annual				
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenues	Increased Revenue	Recommended Subsidy
142	Commercial: 10,000 square feet	Fixed Fee	-	627 \$	671	93%	\$ -	\$ -	\$ -	\$ -	100%	\$ 671	\$ -	\$ -
143	Commercial: 100,000+ square feet	Fixed Fee	-	1,301 \$	1,112	117%	\$ -	\$ -	\$ -	\$ -	100%	\$ 1,112	\$ -	\$ -
144	Commercial Tenant Improvements: 500 square feet	Fixed Fee	-	190 \$	250	76%	\$ -	\$ -	\$ -	\$ -	100%	\$ 250	\$ -	\$ -
145	Commercial Tenant Improvements: 5,000 square feet	Fixed Fee	-	355 \$	368	97%	\$ -	\$ -	\$ -	\$ -	100%	\$ 368	\$ -	\$ -
146	Commercial Tenant Improvements: 10,000 square feet	Fixed Fee	-	601 \$	645	93%	\$ -	\$ -	\$ -	\$ -	100%	\$ 645	\$ -	\$ -
147	Commercial Tenant Improvements: 100,000+ square feet	Fixed Fee	-	1,301 \$	1,009	129%	\$ -	\$ -	\$ -	\$ -	100%	\$ 1,009	\$ -	\$ -
148	Hotels and Motels: 500 square feet	Fixed Fee	-	190 \$	301	63%	\$ -	\$ -	\$ -	\$ -	100%	\$ 301	\$ -	\$ -
149	Hotels and Motels: 5,000 square feet	Fixed Fee	-	382 \$	419	91%	\$ -	\$ -	\$ -	\$ -	100%	\$ 419	\$ -	\$ -
150	Hotels and Motels: 10,000 square feet	Fixed Fee	-	624 \$	671	93%	\$ -	\$ -	\$ -	\$ -	100%	\$ 671	\$ -	\$ -
151	Hotels and Motels: 100,000+ square feet	Fixed Fee	-	1,537 \$	1,214	127%	\$ -	\$ -	\$ -	\$ -	100%	\$ 1,214	\$ -	\$ -
152	Hotel and Motel Tenant Improvements: 500 square feet	Fixed Fee	-	190 \$	301	63%	\$ -	\$ -	\$ -	\$ -	100%	\$ 301	\$ -	\$ -
153	Hotel and Motel Tenant Improvements: 5,000 square feet	Fixed Fee	-	382 \$	419	91%	\$ -	\$ -	\$ -	\$ -	100%	\$ 419	\$ -	\$ -
154	Hotel and Motel Tenant Improvements: 10,000 square feet	Fixed Fee	-	624 \$	671	93%	\$ -	\$ -	\$ -	\$ -	100%	\$ 671	\$ -	\$ -
155	Hotel and Motel Tenant Improvements: 100,000+ square feet	Fixed Fee	-	1,301 \$	1,009	129%	\$ -	\$ -	\$ -	\$ -	100%	\$ 1,009	\$ -	\$ -
156	Industrial: 500 square feet	Remove	-	190 \$	-	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -
157	Industrial: 5,000 square feet	Remove	-	382 \$	-	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -
158	Industrial: 10,000 square feet	Remove	-	592 \$	-	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -
159	Industrial: 100,000+ square feet	Remove	-	1,301 \$	-	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -
160	Low and Moderate Hazard Storage: 500 square feet	Fixed Fee	-	317 \$	368	86%	\$ -	\$ -	\$ -	\$ -	100%	\$ 368	\$ -	\$ -
161	Low and Moderate Hazard Storage: 5,000 square feet	Fixed Fee	-	592 \$	537	110%	\$ -	\$ -	\$ -	\$ -	100%	\$ 537	\$ -	\$ -
162	Low and Moderate Hazard Storage: 10,000 square feet	Fixed Fee	-	1,005 \$	824	122%	\$ -	\$ -	\$ -	\$ -	100%	\$ 824	\$ -	\$ -
163	Low and Moderate Hazard Storage: 100,000+ square feet	Fixed Fee	-	1,596 \$	1,214	131%	\$ -	\$ -	\$ -	\$ -	100%	\$ 1,214	\$ -	\$ -
164	Parking Structures: 500 square feet	New Fee	-	-	144	0%	\$ -	\$ -	\$ -	\$ -	100%	\$ 144	\$ -	\$ -
165	Parking Structures: 5,000 square feet	New Fee	-	-	211	0%	\$ -	\$ -	\$ -	\$ -	100%	\$ 211	\$ -	\$ -
166	Parking Structures: 10,000 square feet	New Fee	-	-	329	0%	\$ -	\$ -	\$ -	\$ -	100%	\$ 329	\$ -	\$ -
167	Parking Structures: 100,000+ square feet	New Fee	-	-	514	0%	\$ -	\$ -	\$ -	\$ -	100%	\$ 514	\$ -	\$ -
168	Residential Remodels and Additions	New Fee	-	-	228	0%	\$ -	\$ -	\$ -	\$ -	100%	\$ 228	\$ -	\$ -
169	Single Family Dwellings and Duplexes	New Fee	-	-	177	0%	\$ -	\$ -	\$ -	\$ -	100%	\$ 177	\$ -	\$ -
170	Accessory Dwelling Unit	New Fee	-	-	144	0%	\$ -	\$ -	\$ -	\$ -	100%	\$ 144	\$ -	\$ -
171	Shell Bldgs for All Commercial Uses: 500 square feet	Fixed Fee	-	255 \$	199	128%	\$ -	\$ -	\$ -	\$ -	100%	\$ 199	\$ -	\$ -
172	Shell Bldgs for All Commercial Uses: 5,000 square feet	Fixed Fee	-	508 \$	265	192%	\$ -	\$ -	\$ -	\$ -	100%	\$ 265	\$ -	\$ -
173	Shell Bldgs for All Commercial Uses: 10,000 square feet	Fixed Fee	-	762 \$	466	164%	\$ -	\$ -	\$ -	\$ -	100%	\$ 466	\$ -	\$ -
174	Shell Bldgs for All Commercial Uses: 100,000+ square feet	Fixed Fee	-	1,335 \$	600	223%	\$ -	\$ -	\$ -	\$ -	100%	\$ 600	\$ -	\$ -
175	Petroleum Tank Inspection - Above Ground (APSA): less than 10,000 gallons	Remove	-	114 \$	-	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -



City of Riverside  
Fire

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current			Annual			Recommendations						
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy		
176	Petroleum Tank Inspection - Above Ground (APSA): 10,000-100,000 gallons	Remove	-	182 \$	-	0%	-	-	-	0%	-	-	-	-	-	
177	Petroleum Tank Inspection - Above Ground (APSA): 100,000+ gallons	Remove	-	318 \$	-	0%	-	-	-	0%	-	-	-	-	-	
178	Planning Application Review - all application types	Fixed Fee	-	148 \$	134	111%	-	-	-	100%	134	-	-	-	-	
179	Planning Application Review - Initial Environmental Study	Fixed Fee	-	382 \$	942	40%	-	-	-	100%	942	-	-	-	-	
180	Planning Application Review - Environmental Impact Report	Fixed Fee	-	636 \$	1,099	58%	-	-	-	100%	1,099	-	-	-	-	
<b>181 OTHER FEES</b>																
182	Copy fees - 1st page	First page per page	-	1 \$	-	0%	-	-	-	100%	-	-	-	-	-	
183	Copy fees - each additional page	No charge	-	0 \$	-	0%	-	-	-	100%	-	-	-	-	-	
184	False Alarm Response Penalties (12 mos period) - 1st Response	No charge	-	-	-	0%	-	-	-	100%	-	-	-	-	-	
185	False Alarm Response Penalties (12 mos period) - 2nd Response	No charge	-	-	-	0%	-	-	-	100%	-	-	-	-	-	
186	False Alarm Response Penalties (12 mos period) - 3rd Response	Fixed Fee	-	376 \$	-	0%	-	-	-	100%	-	-	-	-	-	
187	False Alarm Response Penalties (12 mos period) - 4th Response	Fixed Fee	-	430 \$	-	0%	-	-	-	100%	-	-	-	-	-	
188	False Alarm Response Penalties (12 mos period) - 5th Response	Fixed Fee	-	559 \$	-	0%	-	-	-	100%	-	-	-	-	-	
189	False Alarm Response Penalties (12 mos period) - Subsequent Response	Fixed Fee	-	935 \$	-	0%	-	-	-	100%	-	-	-	-	-	
190	Hazardous Materials Records Search (per hour)	Fixed Fee	-	182 \$	-	0%	-	-	-	100%	-	-	-	-	-	
191	Incident Report Copy Fee	Fixed Fee	-	5 \$	39	14%	-	-	-	100%	39	-	-	-	-	
192	In-House BEP Submittal Support - electronic	Hourly	-	127 \$	90	141%	-	-	-	100%	90	-	-	-	-	
Total User Fees				\$2,305,836	\$1,751,248	76%	\$554,588	\$554,588	24%	\$2,305,836	100%	\$554,588	32%	\$0	0%	
% of Full Cost																

Footnotes

- 1) Fee #64 - Change from flat fee to actual cost.
- 2) Fee #77, 80 - Remove this fee. Category is redundant.
- 3) Remove this category - redundant since it's the same as Commercial category.
- 4) Fees #156-157 - Remove Industrial category. Redundant since it's the same as Commercial category.
- 5) Fees #174-176 - Remove. Same as Fee #49.
- 6) Fees #178-180 - Remove. Planning Department collects these fees.
- 7) Fee #199 - Changed from flat fee to hourly.



## Fire Fees Comparison

Activity	Riverside Current Fee	Riverside Proposed Fee	Anaheim	Corona	County of Riverside	Long Beach	Moreno Valley	Pasadena
Fire Alarm System Plan Check - 1-10 Devices	\$473	\$380	0-10 devices \$88 - 3/4 hr	\$611	\$627 deposit - includes 3 reviews	\$790.00	\$525 plan check \$7 per device inspection	Fire Alarm 0 to 25 Devices \$565
Fire Alarm System Plan Check - 11+ Devices (per 10 devices)	\$244	\$262	11-100 - \$116 - 1 hr 101-400 devices \$232 - 2 hrs 401+ devices \$348 - 3 hrs	\$617 + \$6 per device	\$627 deposit - includes 3 reviews	11 to 50 devices: \$900; 51-200 Devices: \$1,575; 201-500 Devices: \$2,250; 501+ \$3,600	\$525 plan check \$7 per device inspection	Fire Alarm 26 to 100 Devices \$1,016
Fire Alarm Control Panel/Communicator - change out	New	\$236	N/A	N/A	N/A	N/A	N/A	N/A
Fire Sprinkler Plan Check/Inspections - 1-99 sprinklers (new residential or commercial)	\$445	\$655	0-50 sprinklers: \$58 per 1/2 hr 51-100 sprinklers: \$87 per 3/4 hr	1-100 Heads: \$395	\$614 deposit (Residential & TI)	1-50 Heads Plan Check: \$790; 51 - 250 Heads Plan Check: \$1,350; 1-50 Heads Inspection/Permit \$780; 51-250 Heads Inspection/Permit: \$1,175	\$525 plan check \$7 per device inspection	Sprinkler System New Commercial - 1 to 25 heads \$265 26 to 50 heads \$355 51 to 100 heads \$717
New Construction Plan Check/Inspection: Commercial: 100,000+ Square Feet	\$1,335	\$600	Plan checks: \$116/hr Inspections: \$220/hr	N/A	Building - \$1,056 deposit	Based on valuation. \$1M+: \$3,285 + \$1.64 per each add'l \$1,000	Plan Check: \$600 Inspection: \$600	N/A
New Construction Plan Check/Inspection: Single Family Dwellings and Duplexes	New	\$177	Plan checks: \$116/hr Inspections: \$220/hr	N/A	Building - \$1,056 deposit	Based on valuation. \$1M+: \$3,285 + \$1.64 per each add'l \$1,000	Based on square footage. 2000-4,999 sf: \$187 plan check, \$187 inspection	N/A

## Parks, Recreation and Community Services

The user fee/cost analysis for Parks, Recreation, and Community Services was developed for the following divisions that provide fee-for-service activities:

- ◆ Recreation (520500)
- ◆ *Administration (520000)*

Fees are charged in a variety of ways including:

- ◆ Per participant/team/use or entry for recreation programs
- ◆ Per entry for community events
- ◆ Hourly facility rentals
- ◆ Flat fees for various permit fees
- ◆ Sliding scale fees based on size of event, or user-type (resident vs. non-resident, commercial vs. non-profit, etc.)

The analysis for Parks, Recreation, and Community Services included typical parks and recreation fees like youth camps, adult sports, and rentals.

It should also be noted that not all the fees' full costs are calculated at the individual level. In the table below some fees were grouped into "programs", comparing annual program costs to annual revenues collected. The decision to analyze some of the fees this way is that it is often easier to conceptualize time spent by staff and costs associated with these fees on an annual scale rather than break down the information by the different fees charged within the program. As a brief example, a fee may have a resident and a non-resident charge, but the time and costs associated with each would be the same at the individual level. However, the revenues, and therefore, the cost recovery level, for each could be much different. The fees are grouped to show the full cost and revenues for the program to display a more accurate picture of cost recovery.

The User Fee Summary sheets on the following pages illustrate the department's proposed fee adjustments by fee or program area and provide overall cost/revenue comparisons. If adopted, the adjustments to parks and recreation fees will result in an additional \$468,555 for the City if demand for these services remains constant.

## Comparative Data

The survey showing Recreation's fees in comparison to neighboring agencies can be found following this narrative. Overall, the department's fees are within the range of their peers.

## Disproportionate Impact

A major tenet of any parks and recreation department is to provide activities and services that promote an active, healthy lifestyle to as many community members as possible. Getting outdoors, exercising, and participating in group or team activities not only positively affect our physical health and wellbeing

but our mental health as well. As such, pricing that results in a decrease in participation is rarely advised. In aggregate, parks and recreation programs typically do not recover costs, nor should they.

Using this as a background, the department and MGT team have decided to make only modest increases to select fees (see full listing in table). In fees and programs that primarily benefit youth and senior programs, the cost recovery recommendation remains low; often recovering 25% or lower of the full cost of providing the program. Additionally, programs such as an ESL class, that primarily serves lower income populations, are recommended to recover only 25% of the program costs. Higher recovery levels are primarily seen in programs such as facility rentals, that may be viewed as less essential, and adult programs, who often have more means to pay for the programs.



## Recreation User Fee Summary Sheet

City of Riverside  
 Parks, Recreation, & Community Services - Recreation (520500)  
 2024-2025

Service Name	Fee Description	Annual Volume	Current				Recommendations						
			Per Unit		Annual		Per Unit		Annual				
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Annual Subsidy	Increased Revenue
1 Day Holiday Camp	Fee	40	\$ 15	\$ 57	26%	\$ 2,265	\$ 600	\$ 1,665	51%	\$ 29	\$ 1,155	\$ 555	\$ 1,110
3 Day Holiday Camps	Fee	100	\$ 60	\$ 136	44%	\$ 13,553	\$ 6,000	\$ 7,553	60%	\$ 81	\$ 8,132	\$ 2,132	\$ 5,421
4 Day Holiday Camps	Fee	150	\$ 80	\$ 171	47%	\$ 25,575	\$ 12,000	\$ 13,575	50%	\$ 85	\$ 12,788	\$ 788	\$ 12,788
5 day Holiday Camps	Fee	375	\$ 100	\$ 203	49%	\$ 76,185	\$ 37,500	\$ 38,685	50%	\$ 102	\$ 38,093	\$ 593	\$ 38,093
Summer Day Camp ( 5 day)	Fee	600	\$ 99	\$ 338	29%	\$ 202,881	\$ 59,400	\$ 143,481	30%	\$ 101	\$ 60,864	\$ 1,464	\$ 142,017
Teen Venture Camp	Fee	150	\$ 80	\$ 295	27%	\$ 44,319	\$ 12,000	\$ 32,319	30%	\$ 89	\$ 13,296	\$ 1,296	\$ 31,023
Splash Day Camp	Fee	1,120	\$ 118	\$ 300	39%	\$ 336,366	\$ 132,160	\$ 204,206	40%	\$ 120	\$ 134,546	\$ 2,386	\$ 201,819
After School - Additional Children	Fee	600	\$ 50	\$ 327	15%	\$ 196,210	\$ 30,000	\$ 166,210	20%	\$ 65	\$ 39,242	\$ 9,242	\$ 156,968
After School Program (Extended Care)	New Fee	120	\$ 50	\$ 315	16%	\$ 37,842	\$ 6,000	\$ 31,842	10%	\$ 30	\$ 3,600	\$ (2,400)	\$ 34,242
After School Program - Late Pick-Up Charge	Fee	400	\$ 10	\$ 30	34%	\$ 11,898	\$ 4,000	\$ 7,898	40%	\$ 12	\$ 4,759	\$ 759	\$ 7,139
Cheer Program	Fee	-	\$ 5	\$ 13	38%	\$ -	\$ -	\$ -	60%	\$ 8	\$ -	\$ -	\$ -
Dance Program	Fee	420	\$ 45	\$ 205	22%	\$ 86,001	\$ 18,900	\$ 67,101	25%	\$ 51	\$ 21,500	\$ 2,600	\$ 64,501
Youth & Adult Boxing Club	Fee	300	\$ 45	\$ 205	22%	\$ 61,429	\$ 13,500	\$ 47,929	25%	\$ 51	\$ 15,357	\$ 1,857	\$ 46,072
Teen Dance	Fee	815	\$ 15	\$ 175	9%	\$ 142,601	\$ 12,225	\$ 130,376	9%	\$ 15	\$ 12,225	\$ -	\$ 130,376
Youth Flag Football	Fee	-	\$ 3	\$ 12	25%	\$ -	\$ -	\$ -	50%	\$ 6	\$ -	\$ -	\$ -
Youth Basketball	Fee	400	\$ 60	\$ 585	10%	\$ 234,043	\$ 24,000	\$ 210,043	12%	\$ 70	\$ 28,085	\$ 4,085	\$ 205,958
Pee Wee Flag Football	Fee	600	\$ 60	\$ 660	9%	\$ 396,145	\$ 36,000	\$ 360,145	11%	\$ 73	\$ 43,576	\$ 7,576	\$ 352,569
Pee Wee Basketball	Fee	300	\$ 55	\$ 486	11%	\$ 145,682	\$ 16,500	\$ 129,182	13%	\$ 63	\$ 18,939	\$ 2,439	\$ 126,743
Pee Wee Soccer	Fee	450	\$ 55	\$ 477	12%	\$ 214,431	\$ 24,750	\$ 189,681	13%	\$ 62	\$ 27,876	\$ 3,126	\$ 186,555
Teen Basketball	Fee	720	\$ 55	\$ 485	11%	\$ 349,178	\$ 39,600	\$ 309,578	13%	\$ 63	\$ 45,393	\$ 5,793	\$ 303,785
Sports for Tots	Fee	80	\$ 70	\$ 913	8%	\$ 73,040	\$ 5,600	\$ 67,440	10%	\$ 91	\$ 7,304	\$ 1,704	\$ 65,736
Adult Basketball	Fee	55	\$ 35	\$ 333	11%	\$ 18,318	\$ 1,925	\$ 16,393	18%	\$ 60	\$ 3,297	\$ 1,372	\$ 15,021
Fitness Center Daily Rate	Fee	120	\$ 300	\$ 697	43%	\$ 83,655	\$ 36,000	\$ 47,655	50%	\$ 349	\$ 41,827	\$ 5,827	\$ 41,827
Pay and Play Basketball Daily Rate	Fee	25	\$ 3	\$ 10	30%	\$ 252	\$ 75	\$ 177	30%	\$ 3	\$ 75	\$ 0	\$ 176
Pay and Play Volleyball Daily Rate	Fee	1,250	\$ 3	\$ 10	30%	\$ 12,583	\$ 3,750	\$ 8,833	30%	\$ 3	\$ 3,775	\$ 25	\$ 8,808
Fitness Center 1 Month Membership	Fee	200	\$ 3	\$ 10	30%	\$ 2,013	\$ 600	\$ 1,413	30%	\$ 3	\$ 604	\$ 4	\$ 1,409
Winter Wonderland	Fee	100	\$ 15	\$ 40	37%	\$ 4,009	\$ 1,500	\$ 2,509	40%	\$ 16	\$ 1,604	\$ 104	\$ 2,405
		900	\$ 12	\$ 52	23%	\$ 47,142	\$ 10,800	\$ 36,342	27%	\$ 14	\$ 12,728	\$ 1,928	\$ 34,413



City of Riverside  
Parks, Recreation, & Community Services - Recreation (520500)  
2024-2025

Service Name	Fee Description	Annual Volume	Current				Recommendations						
			Per Unit		Annual		Per Unit		Annual				
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy
Spring Egg Hunt	Fee	2,000	7	15	48%	29,464	14,000	15,464	60%	9	17,679	3,679	11,786
Lifeguard & Tittle 22 Training	Fee	55	65	223	29%	12,288	3,575	8,713	35%	78	4,301	726	7,987
Water Safety Instructor Course	Fee	10	140	436	32%	4,364	1,400	2,964	35%	153	1,527	127	2,837
First Aid/CPR/AED Course	Fee	15	30	77	39%	1,162	450	712	60%	46	697	247	465
Jr. Lifeguard	Fee	35	80	223	36%	7,817	2,800	5,017	38%	85	2,971	171	4,847
Swim Lessons	Fee	1,500	50	67	75%	100,357	75,000	25,357	90%	60	90,321	15,321	10,036
Time 4 Tots (5 days)	Fee	170	90	404	22%	68,729	15,300	53,429	24%	97	16,495	1,195	52,234
Time 4 Tots (4 days)	Fee	210	72	351	21%	73,756	15,120	58,636	25%	88	18,439	3,319	55,317
Little Totters Summer Day Camp	Fee	35	54	357	15%	12,510	1,890	10,620	28%	100	3,503	1,613	9,008
Special Events (Seniors) - Minor	Fee	650	3	45	7%	29,167	1,950	27,217	25%	11	7,292	5,342	21,875
Mariachi Festival	Fee	-	13	119	11%	-	-	-	0%	-	-	-	-
Mariachi Art and Salsa Contest	Fee	-	15	342	4%	-	-	-	0%	-	-	-	-
Mariachi Dance	Fee	-	40	583	7%	-	-	-	0%	-	-	-	-
Senior Computer Class	Fee	12	-	157	0%	1,884	-	1,884	0%	-	-	-	1,884
Senior ESL Class	Fee	240	-	163	0%	39,156	-	39,156	0%	-	-	-	39,156
Senior Ballroom Social	Fee	450	3	43	7%	19,436	1,350	18,086	20%	9	3,887	2,537	15,548
Senior Holiday Luncheons	Fee	1,440	3	44	7%	63,519	4,320	59,199	7%	3	4,320	-	59,199
Senior Excursions	Fee	500	60	92	65%	45,959	30,000	15,959	75%	69	34,470	4,470	11,490
Senior Special Events - Major	Fee	500	10	103	10%	51,658	5,000	46,658	25%	26	12,914	7,914	38,743
Senior Art Program	Fee	135	-	31	0%	4,206	-	4,206	0%	-	-	-	4,206
Breakfast Club	Fee	720	2	36	6%	25,904	1,440	24,464	6%	2	1,440	-	24,464
Friendly Stars	Fee	175	60	309	19%	54,136	10,500	43,636	26%	80	14,075	3,575	40,061
RAP Dance	Fee	135	70	153	46%	20,710	9,450	11,260	52%	80	10,769	1,319	9,941
RAP Music	Fee	135	70	184	38%	24,860	9,450	15,410	44%	81	10,938	1,488	13,921
RAP Art	Fee	180	70	355	20%	63,843	12,600	51,243	23%	82	14,684	2,084	49,159
<b>RENTALS</b>													
Boathouse Boat Rentals	various	1	10,000	103,278	10%	103,278	10,000	93,278	20%	20,656	20,656	10,656	82,622
Non-Motorized Boats Permit Fee - Valid from date of issuance	various	1	429	577	74%	577	429	148	100%	577	577	148	-
Tier 1 Facilities Rentals - Large Rooms	Fee	1	328,164	361,742	91%	361,742	328,164	33,578	100%	361,742	361,742	33,578	-



City of Riverside  
Parks, Recreation, & Community Services - Recreation (520500)  
2024-2025

Service Name	Fee Description	Annual Volume	Current				Recommendations					
			Per Unit		Annual		Per Unit		Annual			
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Recommended Subsidy
Tier 1 Facilities Rentals - Small Rooms	Fee	1	\$ 35,816	\$ 77,648	46%	\$ 77,648	\$ 35,816	\$ 41,832	100%	\$ 77,648	\$ 41,832	\$ -
Tier 1 Facilities Rentals - gazebo, courtyard, rose garden rentals	Fee	1	\$ 5,518	\$ 15,910	35%	\$ 15,910	\$ 5,518	\$ 10,392	50%	\$ 7,955	\$ 7,955	\$ 2,437
Tier 2 Facilities Rentals - Large Rooms	Fee	1	\$ 163,839	\$ 201,567	81%	\$ 201,567	\$ 163,839	\$ 37,727	100%	\$ 201,567	\$ 201,567	\$ 37,727
Tier 2 Facilities Rentals - Small Rooms	Fee	1	\$ 21,763	\$ 67,964	32%	\$ 67,964	\$ 21,763	\$ 46,202	60%	\$ 40,778	\$ 40,778	\$ 19,016
Tier 2 Facilities Rentals - gazebo, courtyard, rose garden rentals	Fee	1	\$ 5,285	\$ 11,051	48%	\$ 11,051	\$ 5,285	\$ 5,766	100%	\$ 11,051	\$ 11,051	\$ 5,766
Tier 3 Facilities Rentals - Large Rooms	Fee	1	\$ 43,297	\$ 111,292	39%	\$ 111,292	\$ 43,297	\$ 67,995	50%	\$ 55,646	\$ 55,646	\$ 12,349
Tier 3 Facilities Rentals - Small Rooms	Fee	1	\$ 29,274	\$ 47,484	62%	\$ 47,484	\$ 29,274	\$ 18,210	90%	\$ 42,735	\$ 42,735	\$ 13,462
Tier 3 Facilities Rentals - gazebo, courtyard, rose garden rentals	Fee	1	\$ -	\$ -	0%	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -
Tier 4 Facilities Rentals - Large Rooms	Fee	1	\$ 15,294	\$ 52,880	29%	\$ 52,880	\$ 15,294	\$ 37,586	50%	\$ 26,440	\$ 26,440	\$ 11,146
Tier 4 Facilities Rentals - Small Rooms	Fee	1	\$ 10,200	\$ 20,201	50%	\$ 20,201	\$ 10,200	\$ 10,001	75%	\$ 15,151	\$ 15,151	\$ 4,951
Tier 4 Facilities Rentals - gazebo, courtyard, rose garden rentals	Fee	1	\$ -	\$ -	0%	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -
Mobile Stage Rentals	Fee	1	\$ 7,921	\$ 10,380	76%	\$ 10,380	\$ 7,921	\$ 2,459	100%	\$ 10,380	\$ 10,380	\$ 2,459
Picnic Facility Rentals	Fee	1	\$ 41,751	\$ 83,802	50%	\$ 83,802	\$ 41,751	\$ 42,050	100%	\$ 83,802	\$ 83,802	\$ 42,050
Pool Rentals	Fee	1	\$ 41,313	\$ 63,770	65%	\$ 63,770	\$ 41,313	\$ 22,458	100%	\$ 63,770	\$ 63,770	\$ 22,458
Adult Group Field Lighting	Fee	1	\$ 74,987	\$ 76,167	98%	\$ 76,167	\$ 74,987	\$ 1,180	100%	\$ 76,167	\$ 76,167	\$ 1,180
Private Youth Group Field Lighting	Fee	1	\$ 204,531	\$ 275,195	74%	\$ 275,195	\$ 204,531	\$ 70,664	100%	\$ 275,195	\$ 275,195	\$ 70,664
Private Youth Group Field Usage	Fee	1	\$ 133,231	\$ 136,606	98%	\$ 136,606	\$ 133,231	\$ 3,375	100%	\$ 136,606	\$ 136,606	\$ 3,375
Use of Other Department Facilities	Fee	1	\$ 4,423	\$ 6,392	69%	\$ 6,392	\$ 4,423	\$ 1,969	100%	\$ 6,392	\$ 6,392	\$ 1,969
Open Space Event Facilities	Fee	1	\$ 28,880	\$ 31,836	91%	\$ 31,836	\$ 28,880	\$ 2,957	100%	\$ 31,836	\$ 31,836	\$ 2,957
Fenced Parks - White Park, Arlington Heights	Fee	1	\$ 28,880	\$ 30,353	95%	\$ 30,353	\$ 28,880	\$ 1,474	100%	\$ 30,353	\$ 30,353	\$ 1,474
Sports Park, and North Park	Fee	1	\$ 2,250	\$ 2,443	92%	\$ 2,443	\$ 2,250	\$ 193	100%	\$ 2,443	\$ 2,443	\$ 193

NEW FEES												
Experiment Tuesday's	New fee	30	\$ 25	\$ 1,308	2%	\$ 39,231	\$ 750	\$ 38,481	5%	\$ 65	\$ 1,962	\$ 1,212
Intro to Tinkercad	New fee	20	\$ 45	\$ 2,074	2%	\$ 41,472	\$ 900	\$ 40,572	4%	\$ 83	\$ 1,659	\$ 759
Chemistry for Kids	New fee	30	\$ 40	\$ 1,278	3%	\$ 38,342	\$ 1,200	\$ 37,142	6%	\$ 77	\$ 2,300	\$ 1,100



City of Riverside  
Parks, Recreation, & Community Services - Recreation (520500)  
2024-2025

Service Name	Fee Description	Annual Volume	Current				Recommendations						
			Per Unit		Annual		Per Unit		Annual				
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy
Space Club	New fee	30	\$ 40	\$ 750	5%	\$ 22,507	\$ 1,200	\$ 21,307	10%	\$ 75	\$ 2,251	\$ 1,051	\$ 20,256
STEAM Club	New fee	30	\$ 40	\$ 750	5%	\$ 22,507	\$ 1,200	\$ 21,307	10%	\$ 75	\$ 2,251	\$ 1,051	\$ 20,256
Homeschool Adventures	New fee	30	\$ 65	\$ 927	7%	\$ 27,817	\$ 1,950	\$ 25,867	11%	\$ 102	\$ 3,060	\$ 1,110	\$ 24,757
Intro to Sewing	New fee	30	\$ 40	\$ 750	5%	\$ 22,507	\$ 1,200	\$ 21,307	10%	\$ 75	\$ 2,251	\$ 1,051	\$ 20,256
Robotics for Kids	New fee	30	\$ 40	\$ 750	5%	\$ 22,507	\$ 1,200	\$ 21,307	10%	\$ 75	\$ 2,251	\$ 1,051	\$ 20,256
Beginning Music Production	New fee	30	\$ 40	\$ 750	5%	\$ 22,507	\$ 1,200	\$ 21,307	10%	\$ 75	\$ 2,251	\$ 1,051	\$ 20,256
Intro to Open Broadcast	New fee	30	\$ 45	\$ 750	6%	\$ 22,507	\$ 1,350	\$ 21,157	10%	\$ 75	\$ 2,251	\$ 1,051	\$ 20,256
Web Design	New fee	30	\$ 25	\$ 750	3%	\$ 22,507	\$ 750	\$ 21,757	10%	\$ 75	\$ 2,251	\$ 1,501	\$ 20,256
Film Studio Time	Hourly	10	\$ 75	\$ 123	61%	\$ 1,232	\$ 750	\$ 482	95%	\$ 117	\$ 1,170	\$ 420	\$ 62
Sound Studio Time	Hourly	8	\$ 65	\$ 123	53%	\$ 985	\$ 520	\$ 465	95%	\$ 117	\$ 936	\$ 416	\$ 49
SmartHub	Hourly	20	\$ 125	\$ 577	22%	\$ 11,543	\$ 2,500	\$ 9,043	25%	\$ 144	\$ 2,886	\$ 386	\$ 8,658
Multi-Media Package use of studios	Block Time	35	\$ 800	\$ 1,010	79%	\$ 35,352	\$ 28,000	\$ 7,352	85%	\$ 859	\$ 30,049	\$ 2,049	\$ 5,303
Amphitheatre/Patio	Hourly	30	\$ 125	\$ 866	14%	\$ 25,973	\$ 3,750	\$ 22,223	16%	\$ 139	\$ 4,156	\$ 406	\$ 21,817
Makerspace Time	Hourly	20	\$ 125	\$ 577	22%	\$ 11,543	\$ 2,500	\$ 9,043	26%	\$ 150	\$ 3,001	\$ 501	\$ 8,542
<b>CONTRACT SERVICES</b>													
Adult Contract Classes	various per class	1	\$ 115,000	\$ 115,314	100%	\$ 115,314	\$ 115,000	\$ 314	100%	\$ 115,314	\$ 115,314	\$ 314	\$ -
Youth Contract Classes	various per class	1	\$ 700,000	\$ 793,241	88%	\$ 793,241	\$ 700,000	\$ 93,241	88%	\$ 700,000	\$ 700,000	\$ -	\$ 93,241
Rec Swim Program	Fee	1	\$ 35,000	\$ 608,024	6%	\$ 608,024	\$ 35,000	\$ 573,024	6%	\$ 35,000	\$ 35,000	\$ -	\$ 573,024
Total User Fees						\$7,268,654	\$2,898,945	\$4,369,710	40%		\$3,367,500	\$468,555	\$3,901,154
% of Full Cost									60%		46%	16%	54%



## Parks and Recreation Fees Comparison

Activity	Riverside Current Fee	Riverside Proposed Fee	Anaheim	Corona	County of Riverside	Long Beach	Moreno Valley	Pasadena
Transit Fee for Special Transportation	N/A	N/A	N/A	\$4 for General Public \$2 for Seniors, Persons with Disabilities, and Medicare	N/A	\$3	\$3	\$0.75 for eligible passengers \$0.35 for Senior or Disabled Fare
Youth Sports Fees (Registration)	\$60	Youth Flag Football: \$70 Youth Basketball: \$73	Basketball Clinic: \$40 Basketball League: \$82	Resident Fee: \$83 Non-Resident: \$124	N/R	Ages 13-17: \$50 - \$100	Resident: \$61 - \$126.75 Non-Resident \$79.30 - \$164.78	\$0 to \$125 Resident \$0 to \$250 Non-Resident
Golf Course Greens Fees	Fairmont Golf Course: Resident/Non-Resident 1st Round (9 Holes) - \$15/\$16 Resident/Non-Resident 2nd Round (18 Holes) - \$23/\$25	Fairmont Golf Course: Resident/Non-Resident 1st Round (9 Holes) - \$15/\$16 Resident/Non-Resident 2nd Round (18 Holes) - \$23/\$25	Dad Miller Golf Course: \$65 per day/session Anaheim Hill: \$90 per day/session	N/A	N/R	Adult 18 Holes - \$17 Adult 9 Holes - \$9	Adult 9 Holes - \$10.25 (Weekday) \$12.50 (Weekend)	N/A
Open Space Fee	N/A	N/A	Non-Resident: \$20/hr Resident: \$16/hr	N/A	N/R	\$175	Park Area (Resident): \$27.25 Park Area (Non-Resident): \$38.75 Special Event Area (Resident): \$61 Special Event (Non-Resident): \$79.25	Multi-Use & Open Fields (Sports) Nonprofit Group \$64 Resident/\$98 Non-Resident Private Individual \$64 Resident/\$130 Non-Resident Commercial Group \$130 Resident/\$196 Non-Resident
Swim Lessons	\$50	\$60	Pearson Park Pool: \$42 - \$79	Weekday Residents (8 Sessions): \$140 Weekday Non-Resident (8 Sessions): \$150 Weekend Residents (4 Sessions): \$70 Weekend Non-Resident (4 Sessions): \$75	N/R	Private Lesson: \$185/Session Semi Private Lesson: \$124/Session	N/A	Private Youth and Adult: \$35 Resident/\$50 Non-Resident

## City Clerk

The user fee/cost analysis for this department follows the basic structure of City's fee schedule and was developed as a whole for the department. Most fees are charged at a flat fee basis with the exception of copy fees which are charged per page.

City Clerk fees benefit those individuals or businesses specifically requesting or utilizing the services and are therefore eligible for cost recovery. The recommended policy is to set fees to recover 100% of all costs associated with providing fee-for-service activities.

Four (4) of the City Clerk's nine (9) fees are set by the state and cannot be changed. Only one of the fees, passport photos, had activity in the preceding year so revenue numbers and projections are based on that one fee.

The passport photo fee was shown to be recovering 136% of the cost to provide the service. The current fee is \$8.00 and the total cost to provide the service is \$6.00. As mentioned elsewhere in this report, California law states that a city cannot charge a customer more than it costs to provide the service; therefore, the department is recommending the fee be lowered to \$6.00.

Assuming no change in demand, fee adjustments will result in a net reduction of \$12,645 in revenue.

Four (4) fees were shown to be recovering less than full cost:

- ◆ Document Certification
- ◆ Electronic Data Records Request – CDs and DVDs
- ◆ Electronic Data Records Request – Flash Drive
- ◆ Document Duplication – per page

All four fees are being recommended to increase to full cost. As there was no activity reported for those fees in the preceding year, no revenue projections were able to be made.

## Comparative Data

City Clerk fees were not included in the comparison survey.

## Disproportionate Impact

The City Clerk did not identify any fees potentially presenting a disproportionate impact.



## Finance

The Finance department's user fees are primarily provided by the Business Tax and Accounts Receivable units. Their fees cover a variety of services including processing returned checks, processing tax-free certificates, and issuing street vendor and transit permits.

Highlights of this division's analysis are as follows:

- ◆ **Fee Increases** – Four fees were found to be under-recovering. Three of those are being recommended to increase slightly while still remaining under full cost, while one fee, Refund Processing Charge to cover administrative cost, is being recommended to stay at the current fee.
- ◆ **Fee Decreases** – Seven fees were found to be over-recovering; that is, the full cost was less than the current fee. Since the last study, processes have been streamlined requiring less staff time, resulting in a lower cost of service. These fees are being recommended to decrease to full cost, so as to be in compliance with California user fee law.

Assuming no loss in demand, fee adjustments result in a revenue gain of \$7,145. Details on each fee can be found in the User Fee Summary Sheet on the following pages.

## Comparative Data

The survey showing a selected group of the Finance department's fees in comparison to neighboring agencies can be found on the following pages. Overall, the department's proposed fees are within the range of their peers.

One item of note:

**Credit card processing fees** – Section 6159 of the State of California Government Code grants cities the authority to assess a fee, termed a "convenience fee", for the use of a credit or debit card, not to exceed the transactional costs incurred by the City, to customers paying by credit or with debit card. The City's expenditures related to credit and debit card payments are approximately \$2.3 million. This includes an estimated \$441,744 for the General Fund.

Currently, the Parks and Recreation department charges a convenience fee to offset these processing costs. To cover these costs for most other transactions, the City will implement a convenience fee of 2.41% for online and in-person payments.

The Riverside Public Utilities (RPU) is currently evaluating a convenience fee structure to cover credit and debit card processing costs. RPU currently absorbs these costs, totaling approximately \$1.9 million annually.

While processing fees can vary, all convenience fees are set at or below the City's actual costs. To minimize any burden from these fees, a free alternative for electronic check payments (ACH) will be available. Details can be found in the survey.



## Disproportionate Impact

The department did not identify any fees potentially presenting a disproportionate impact on residents.

## Finance User Fee Summary Sheet

City of Riverside

Finance

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Per Unit				Recommendations				
				Annual Cost	Current Recovery %	Full Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy			
														Annual Cost	Current Recovery %	Full Cost
1	Close-Out Sale Permit Fee - 1st 10 days	Flat Fee	-	\$ 24.50	\$ -	0%	\$ -	\$ -	\$ -	\$ -	-- No cost analysis done. See footnote. --					
2	Close-Out Sale Permit Fee - each additional day	Flat Fee	-	\$ 7.50	\$ -	0%	\$ -	\$ -	\$ -	\$ -	-- No cost analysis done. See footnote. --					
3	Close-Out Sale Permit Extension Fee	Flat Fee	-	\$ 7.50	\$ -	0%	\$ -	\$ -	\$ -	\$ -	-- No cost analysis done. See footnote. --					
4	extension	Flat Fee	-	\$ 7.50	\$ -	0%	\$ -	\$ -	\$ -	\$ -	-- No cost analysis done. See footnote. --					
5	Non-Sufficient Funds (NSF) Processing - Initial Fee	Flat Fee	146	\$ 27.00	\$ 49	55%	\$ 7,118	\$ 3,942	\$ 3,176	\$ 3,176	62%	\$ 30.00	\$ 4,380	\$ 438	\$ 2,738	
	Non-Sufficient Funds (NSF) Processing - Subsequent															
6	Fee (each)	Flat Fee	14	\$ 37.50	\$ 73	51%	\$ 1,026	\$ 525	\$ 501	\$ 501	61%	\$ 45.00	\$ 630	\$ 105	\$ 396	
7	Taxicab Franchise Application - initial application	Flat Fee	-	\$ 543.00	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ 543.00	\$ -	\$ -	\$ -	
8	Taxicab Franchise Application - renewal application	Flat Fee	-	\$ 543.00	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ 543.00	\$ -	\$ -	\$ -	
9	Transit Permit - new application	Flat Fee	24	\$ 95.00	\$ 83	114%	\$ 1,992	\$ 2,280	\$ (288)	\$ (288)	100%	\$ 83.00	\$ 1,992	\$ (288)	\$ -	
10	Transit Permit - renewal (valid for 3 years)	Every 3 years	14	\$ 81.50	\$ 42	196%	\$ 581	\$ 1,141	\$ (560)	\$ (560)	100%	\$ 41.50	\$ 581	\$ (560)	\$ -	
	Duplicate Business Tax Registration Notice and/or certificate	Flat Fee	200	\$ 14.00	\$ 13	110%	\$ 2,550	\$ 2,800	\$ (250)	\$ (250)	100%	\$ 12.75	\$ 2,550	\$ (250)	\$ -	
12	Refund Processing Charge to cover administrative cost	Flat Fee	30	\$ 31.00	\$ 55	56%	\$ 1,658	\$ 930	\$ 728	\$ 728	56%	\$ 31.00	\$ 930	\$ -	\$ 728	
	Street Vendor Permit - new applicant/business (1 cart per year)	Flat Fee	5	\$ 37.25	\$ 30	124%	\$ 150	\$ 186	\$ (36)	\$ (36)	100%	\$ 30.00	\$ 150	\$ (36)	\$ -	
	Street Vendor Permit - new applicant/business - each additional cart (per year)	Flat Fee	-	\$ 9.00	\$ 8	120%	\$ -	\$ -	\$ -	\$ -	100%	\$ 7.50	\$ -	\$ -	\$ -	
	Street Vendor Permit - renewal applicant/business (1 cart per year)	Flat Fee	17	\$ 32.50	\$ 29	113%	\$ 489	\$ 553	\$ (64)	\$ (64)	100%	\$ 28.75	\$ 489	\$ (64)	\$ -	
	Street Vendor Permit - renewal applicant/business - each additional cart (per year)	Flat Fee	-	\$ 9.00	\$ 8	120%	\$ -	\$ -	\$ -	\$ -	100%	\$ 7.50	\$ -	\$ -	\$ -	
17	Tax-Free Certificate Processing Fee	Flat Fee	600	\$ 12.00	\$ 44	27%	\$ 26,550	\$ 7,200	\$ 19,350	\$ 19,350	56%	\$ 25.00	\$ 15,000	\$ 7,800	\$ 11,550	
	Total User Fees						\$ 42,112	\$ 19,557	\$ 22,556	\$ 22,556			\$ 26,702	\$ 7,145	\$ 15,411	
	% of Full Cost							46%	54%	54%			63%	37%	37%	

**Footnotes**

- 1) Fees #1, 2, 3, 4, 7 & 8 - These fees have not been charged in recent years so no time estimates were available for cost analysis.
- 2) Fees #5 & 6 - Government Code Section 6157(b) permits the city to collect a reasonable charge for the returned check, not to exceed the actual costs incurred by the city, to recover the city's processing and collection costs.



### Finance Fees Comparison

Activity	Riverside Current Fee	Riverside Proposed Fee	Anaheim	Corona	County of Riverside	Long Beach	Moreno Valley	Pasadena
Returned Check (NSF) Processing - initial returned check	\$26.75	\$30.00	\$25	\$22	Assessor-County Clerk-Recorder: \$32	\$35	\$34 Each	\$25 for first check; \$35 for each subsequent check
Street Vendor Permit - new applicant/business (1 cart per year)	\$37.00	\$30.00	Peddler/Solicitor Permit Fee: \$36.00	Solicitors/Peddlers - \$251 - New/Renewal	Sidewalk Vending Permit: \$79	\$393	\$29.75 - \$363 per booth	Food Vendor Registration Fee \$133
Taxicab fees	\$543.00	\$543.00	Quarterly Franchise Fee: \$100 Taxi Driver Permit Fee: \$100	N/A	\$50	\$163 Biennial Permit	Annual Application: \$159 Taxicab driver permit (Annual): \$11	N/R
Convenience Fees	<u>Parks &amp; Recreation Online Payments:</u> 4.5% for amounts \$0-\$149 3.5% for amounts \$150-\$4,499 <u>Parks &amp; Recreation In-Person:</u> \$4,499 <u>Parks &amp; Recreation In-Person:</u> 3.25% for credit card payments	<u>Parks &amp; Recreation Online Payments:</u> 4.5% for amounts \$0-\$149 3.5% for amounts \$150-\$4,499 <u>Parks &amp; Recreation In-Person:</u> 3.25% for credit card payments  <u>All Other City Payments:</u> 2.41% of payment amt for debit/credit ACH Transactions are free	No credit card fees.	No credit card fees.	Treasurer-Tax Collector: \$3.95 flat fee for debit cards 2.28% fee for credit cards <u>Superior Court:</u> Traffic citations: \$5.95 for full/initial payment, \$2.96 for all subsequent partial payments (3rd party vendor) <u>Child Support Services:</u> 1.9% of payment amt for debit/credit <u>Building:</u> 2.28% of payment amt for credit card	\$1.59 convenience fee charged by Kubra. City does not receive the fee.	No credit card fees.	No credit card fees.



## Library

The Riverside Public Library's fee schedule has fees for service as well as room rentals and fines. Meeting room rentals, as with all parks/facility/property use fees, need not be tied to cost-of-service and may be set at market rates; therefore, were not analyzed in this study. The Library currently collects fines for lost or damaged items. (In keeping with nationwide trends, the Library no longer charges fines for overdue items, so as to encourage use of Library services among all residents.) As with other penalty fees described in this study, these fees do not need to be tied to cost-of-service and were not analyzed in this study. Copy fees also have no recommendations for adjustments and were not included in this study as the Library copy machines are self-service and no staff time is involved.

The following existing fee-for-service activities were analyzed:

- ◆ **Inter-Library Book Retrieval** – This fee is recommended to remain at \$2.00.
- ◆ **Reservation Processing Fee: Main Library** – This fee is recommended to increase to \$27.25.
- ◆ **Reservation Processing Fee: Branches** – This fee is recommended to increase to \$24.75.
- ◆ **Meeting Room Cleaning Fee** – This fee is recommended to increase from \$21.00 to \$28.50.
- ◆ **Replacement of Lost Cards** – This fee is recommended to remain at no charge.
- ◆ **Replacement of Lost Library Items – Processing** – This fee is recommended to remain at \$10.75.
- ◆ **Replacement of Lost Library Items – Collection fee** – This fee is recommended to remain at \$10.00.
- ◆ **3D Printing Fee** – this fee is recommended to remain at \$0.10 per gram/filament.

Implementing the recommended fee adjustments will increase the Library's user fee cost recovery rate from 14% to 15% and assuming no loss in demand, will generate an additional \$392 in revenue on an annual basis.

## Comparative Data

The survey showing a selected group of Library fees in comparison to neighboring agencies can be found following this narrative. Overall, the department's fees are within the range of their peers.

## Disproportionate Impact

As mentioned above, the Library has eliminated collecting fines for overdue materials, citing a nationwide movement to eliminate public library late fines; not only because the cost of staff time to process and collect the fines may exceed the revenue received, but also because there are concerns and recognition among jurisdictions that assessing fines on patrons for their missing an arbitrary due date when returning books may prevent lower income residents and children from benefitting from library services.

# Library User Fee Summary Sheet

City of Riverside

Library

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations															
				Per Unit		Annual		Per Unit		Annual													
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy									
1	Damaged Material Repairs	Actual Cost	-	\$	-	\$	0%	\$	-	\$	-	100%	Actual Cost	-	\$	-	\$						
2	Historic Photograph Request	Actual Cost	-	\$	-	\$	0%	\$	-	\$	-	100%	Actual Cost	-	\$	-	\$						
3	Inter-Library Book Retrieval (per book)	Fixed Fee	39	\$	2.00	\$	3%	\$	2,700	\$	78	\$	2,622	3%	\$	2.00	\$	78	\$	-	\$	2,622	
<b>4 ROOM RENTALS</b>																							
<b>5 Main Library</b>																							
6	Reservation Processing Fee (non-refundable)	Fixed Fee	16	\$	25.00	\$	27	92%	\$	435	\$	400	\$	35	100%	\$	27	\$	435	\$	35	\$	-
7	PA System (flat rate)	Rental	7	\$	50.00																		
8	Podium (flat rate)	Rental	2	\$	50.00																		
9	Projector and Screen (flat rate)	Rental	7	\$	50.00																		
10	TV and DVD (flat rate)	Rental	2	\$	75.00																		
11	After Hours Staff Fee (per employee, minimum 2)	Hourly	37	\$	40.00																		
12	Alcohol Service (ABC license required)	Rental	-	\$	125.00																		
<b>13 Community Room and Covered Arcade</b>																							
14	Deposit	Deposit	-	\$	500.00																		
Group 1 - Nonprofit within City limits and Riverside public schools																							
15	Rental	Rental	-	\$	200.00																		
Group 2 - City residents, for-profit organizations within city, non-profits outside city																							
16	Rental	Rental	-	\$	250.00																		
17	Rental	Rental	-	\$	350.00																		
Group 3 - Non-resident and for-profit organizations outside city																							
<b>18 Main Community Room</b>																							
19	Deposit	Deposit	12	\$	500.00																		
Group 1 - Nonprofit within City limits and Riverside public schools																							
20	Rental	Rental	5	\$	105.00																		
Group 2 - City residents, for-profit organizations within city, non-profits outside city																							
21	Rental	Rental	4	\$	130.00																		
22	Rental	Rental	2	\$	180.00																		
Group 3 - Non-resident and for-profit organizations outside city																							
<b>23 Main Covered Arcade</b>																							
24	Deposit	Deposit	-	\$	500.00																		
Group 1 - Nonprofit within City limits and Riverside public schools																							
25	Rental	Rental	-	\$	160.00																		
Group 2 - City residents, for-profit organizations within city, non-profits outside city																							



City of Riverside  
Library  
2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations									
				Current Fee	Full Cost	Current Recovery %	Annual Revenue	Annual Cost	Annual Subsidy	Per Unit	Fee @ Policy Level	Recovery Level	Annual Revenue	Annual Increased Revenue	Recommended Subsidy		
27	Group 3 - Non-resident and for-profit organizations outside city	Rental	-	\$ 280.00													
28	<i>Multi-Purpose Room/Event Terrace</i>																
29	Deposit	Deposit	1	\$ 500.00													
30	Group 1 - Nonprofit within City limits and Riverside public schools	Rental	-	\$ 105.00													
31	Group 2 - City residents, for profit organizations within city, non-profits outside city	Rental	1	\$ 130.00													
32	Group 3 - Non-resident and for-profit organizations outside city	Rental	-	\$ 180.00													
33	<i>Archive Reading Room (off-hour events only)</i>																
34	Deposit	Deposit	-	\$ 250.00													
35	Group 1 - Nonprofit within City limits and Riverside public schools	Rental	-	\$ 30.00													
36	Group 2 - City residents, for profit organizations within city, non-profits outside city	Rental	-	\$ 40.00													
37	Group 3 - Non-resident and for-profit organizations outside city	Rental	-	\$ 55.00													
38	<i>Library Room Rental - All Other Branches</i>																
39	Reservation Processing Fee (non-refundable)	Fixed Fee	29	\$ 21.50	\$ 25	87%	\$ 715	\$ 624	\$ 92	100%	\$ 25	\$ 715	\$ 92	\$ -	\$ 92	\$ -	\$ -
40	Cleaning Fee - required if refreshments are served and/or use of craft materials	Fixed Fee	32	\$ 21.50	\$ 28	76%	\$ 909	\$ 688	\$ 221	100%	\$ 28	\$ 909	\$ 221	\$ -	\$ 221	\$ -	\$ -
41	Group 1 - Qualified nonprofits, government agencies, public schools, Friends and Foundation, and RPL sponsored groups	No charge	-	\$ -													
42	Group 2 - Agencies not identified in Group 1 and organizations charging entrance fee to event	Rental	5	\$ 107.50													
43	Overdue Collection Fine	No charge	-	\$ -	\$ -	0%	\$ -	\$ -	\$ -								
44	<i>Overdue Materials Processing Fines (per item, per day)</i>																
45	Adult/Young Adult Hardbacks, Hot off the Press, CDs, and Audio Books (maximum \$5.00)	No charge	-	\$ -													
46	Adult/Young Adult Magazines (maximum \$5.00)	No charge	-	\$ -													
47	Juvenile Hardbacks, Paperbacks and all audio (maximum \$3.00)	No charge	-	\$ -													
48	Juvenile Magazines (maximum \$3.00)	No charge	-	\$ -													
49	Interlibrary Loan (maximum \$3.00)	No charge	-	\$ -													
50	Videocassettes and DVDs (maximum \$10.00)	No charge	-	\$ -													
51	Pay DVD (special collection; maximum \$10.00)	No charge	-	\$ -													
52	Per day per McNaughton leased book	No charge	-	\$ -													
53	Play Away	No charge	-	\$ -													



City of Riverside  
Library

2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Annual				Recommendations					
				Per Unit	Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Annual Subsidy	Recovery Level	Annual Revenue	Annual Subsidy
54	Adult/Young Adult Paperbacks	No charge	-	\$ -													
55	Printing/Copy Services - Black and White copy (per page)	Per page	94,318	\$ 0.15													
56	Printing/Copy Services - Color copy (per page)	Per page	8,546	\$ 0.20													
57	Printing/Copy Services - Walk up (b&w or color)	Per page	61,281	\$ 0.20													
58	Replacement of Lost Cards (per card)	No charge	3,541	\$ -	\$ 5	0%	0%	\$ 16,762	\$ -	\$ 16,762	\$ -	\$ 16,762	0%	\$ -	\$ -	\$ -	\$ 16,762
59	Replacement of Lost Library Items (per item) - City Processing	Fixed Fee	176	\$ 10.75	\$ 11	95%	95%	\$ 1,999	\$ 1,892	\$ 107	\$ 107	\$ 107	95%	\$ 10.75	\$ 1,892	\$ -	\$ 107
	Replacement of Lost Library Items (per item) - Collection fee (if required)	Fixed Fee	179	\$ 10.00	\$ 61	17%	17%	\$ 10,847	\$ 1,790	\$ 9,057	\$ 9,057	\$ 9,057	17%	\$ 10.25	\$ 1,835	\$ 45	\$ 9,013
61	Replacement of Lost Library Items (per item) - Item replacement	Actual Cost	1	\$ -	\$ -	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	100%	Actual Cost	\$ -	\$ -	\$ -
62	Reservation of Library Materials	No charge	-	\$ -	\$ 5	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
63	Retrieval of Periodicals - per periodical	No charge	-	\$ -	\$ -	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
64	Retrieval of Periodicals - per microfilm/microfiche	No charge	-	\$ -	\$ 13	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
65	3D Printing (per gram/filament)	Per Print	178	\$ 1.80	\$ 39	5%	5%	\$ 6,978	\$ 320	\$ 6,658	\$ 6,658	\$ 6,658	5%	\$ 1.80	\$ 320	\$ -	\$ 6,658
Total User Fees					\$41,345			\$5,792	\$35,553					\$6,184	\$392	\$35,161	
% of Full Cost							14%	86%					15%	7%	85%		

Footnotes

- 1) Fee #3 - This is a service the Library uses to capture some of the costs related to finding these items. They are designed to be low cost to allow all customers to access this service.
- 2) Fee #43 - See nationwide movement to eliminate late fines at jurisdictions because of the cost for collection and equity/disproportionate impact concerns that this prevents lower income residents and children from use of libraries.
- 3) Fee #58 - No Charge to patrons to ensure all have can access services. Disproportionate impact to lower income residents.
- 4) Fees #62, 63, & 64 - Keep at \$0. These are basic library services that the department provides as part of the mission. Ensures all resident can access.
- 5) Fee #65 - Current fee is \$0.10 per gram/filament. In order to compare cost to revenue, current fee was converted to "per print" by dividing annual revenue by annual number of prints. Fee approved by Board of Library Trustees and City Council. Does not require cost recovery as it is a service for all customers to ensure all residents are able to access.
- 6) Fee #60 - Current fee is \$10. Library recommends keeping the fee at \$10 to not disproportionately impact low income patrons.



### Library Fees Comparison

Activity	Riverside Current Fee	Riverside Proposed Fee	Anaheim	Corona	County of Riverside	Long Beach	Moreno Valley	Pasadena
Cleaning Fee - required if refreshments are served and/or use of craft materials	\$21.50	\$28	N/R	N/R	N/R	N/A	N/A	N/R
Overdue Collection Fine	Fine Eliminated	Fine Eliminated	\$0.20 per day	No fines for overdue materials	No fines for overdue materials Adults: \$0.25 per day Children: \$0.20 per day DVDs: \$0.25 per day	No fines for overdue materials	No fines for overdue materials	No fines for overdue materials
Overdue Materials Processing Fines (per item, per day): Books (Maximum \$5 Value)	Fine Eliminated	Fine Eliminated	\$0.20 per day	No fines for overdue materials		No fines for overdue materials	No fines for overdue materials	No fines for overdue materials
Overdue Materials Processing Fines (per item, per day): Juvenile Hardbacks, Paperbacks, and all audio (Maximum \$3 Value)	Fine Eliminated	Fine Eliminated	\$0.20 per day	No fines for overdue materials		No fines for overdue materials	No fines for overdue materials	No fines for overdue materials
Overdue Materials Processing Fines (per item, per day): Adult/Young Adult Paperbacks	Fine Eliminated	Fine Eliminated	\$0.20 per day	No fines for overdue materials		No fines for overdue materials	No fines for overdue materials	No fines for overdue materials



## Riverside Public Utilities

The Riverside Public Utilities (RPU) department provides electric and water service to the city's residents. In addition to charging rates, which are governed by the public utility commission, the Electric and Water divisions also provide fees for service, such as turning service on and off, meter installation, and development-related services. MGT did not analyze electric or water rates but did analyze the full cost of the fees for service provided by the Electric and Water divisions.

### Electric

The user fee/cost analysis for the RPU Electric division follows the basic structure of City's fee schedule and was developed at the department level, meaning costs from all three divisions, Administration, Electric, and Water were included when developing fully burdened hourly rates. The indirect costs of the Electric division mirrors those of the Water division; both include administrative cost from the Administration division.

Fees are charged in either of the following ways:

- ◆ Flat (or fixed) fees – the fee is always the same, regardless of size or complexity.
- ◆ Hourly or Actual Cost – city staff track time and materials expense, and fees are calculated to recover actual costs.

The fees for service provided by the Electric division benefit those individuals or businesses specifically requesting or utilizing the services and are therefore eligible for cost recovery. The City's policy is to set fees to recover 100% of all costs associated with providing fee-for-service activities.

Current fees are recovering 53% of total costs to provide the services for which fees are charged. The department's recommended recovery level is 100% for all fees. Assuming no loss in demand, proposed fee adjustments will result in an increase of \$3,459,711 in revenue.

Three (3) fees are recommended for deletion since those services are no longer provided.

Seven (7) new fee proposals are included in this analysis:

- ◆ Service Turn-on Charge for Customers with AMI
- ◆ Service Reconnection for Customers with AMI
- ◆ Meter Spot Initial Inspection
- ◆ Plan Check for Building and Public Works
- ◆ Cancellation Fee
- ◆ Temporary Meter Removal for Main Breaker Repair
- ◆ CEQA Review

## Comparative Data

Electric fees were not included in the comparison survey.

## Disproportionate Impact

The Electric division's fees are primarily charged to developers and business owners. The division did not identify any fees that may present a disproportionate impact on low-income or other sectors of the community.

## Water

The user fee/cost analysis for the RPU Water division follows the basic structure of City's fee schedule and was developed at the department level, meaning costs from all three divisions, Administration, Electric, and Water were included when developing fully burdened hourly rates. The indirect costs of the Water division mirrors those of the Electric division; both include indirect cost from the Administration division.

Fees are charged in either of the following ways:

- ◆ Flat (or fixed) fees – the fee is always the same, regardless of size or complexity.
- ◆ Hourly or Actual Cost – city staff track time and materials expense, and fees are calculated to recover actual costs.

The fees for service provided by the Water division benefit those individuals or businesses specifically requesting or utilizing the services and are therefore eligible for cost recovery. The City's policy is to generally - but with some exceptions - set fees to recover 100% of all costs associated with providing fee-for-service activities.

Current fees are recovering 37% of total costs to provide the services for which fees are charged. The department's recommended recovery level is 100% for all fees. Assuming no loss in demand, proposed fee adjustments will result in an increase of \$1,555,866 in revenue.

Seven (7) fees are recommended for deletion since those services are no longer provided.

Five (5) new fee proposals are included in this analysis:

- ◆ Water Service Connection Charges – ¾ inch meter (non-residential/4-lane street)
- ◆ Water Service Connection Charges – 1-inch meter (non-residential/4-lane street)
- ◆ Water Supply Assessment
- ◆ Fire Flow Test
- ◆ Plan Check for Building and Public Works

Additionally, the division is recommending changing two fees from the current flat rate to actual cost based on estimated cost of installation:

- ◆ Water Service Connection Charges – 1 ½ inch meter
- ◆ Water Service Connection Charges – 2-inch meter

This change is recommended because these meters are generally for commercial applications and the cost of installation can vary greatly depending on time and materials.

## Comparative Data

Water fees were not included in the comparison survey.

## Disproportionate Impact

The Water division did not identify any fees that may present a disproportionate impact on low-income or other sectors of the community.

## RPU Electric User Fee Summary Sheet

City of Riverside  
Public Utilities Electric  
2024-2025

Service Name	Fee Description	Annual Volume	Current				Recommendations							
			Per Unit		Annual		Per Unit		Annual					
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy	
Minimum Deposit/Residential	Deposit	23,666	100.00 \$	-	0% \$	-	\$2,366,600	#####	200					
Minimum Deposit/All other classes	Deposit	536	100.00 \$	-	0% \$	-	\$3,600	(\$53,600)	200					
Minimum Deposit/Reconnection/All Classes of Service	Deposit	4,095	100.00 \$	-	0% \$	-	\$409,500	(\$409,500)	200					
Service Turn-On Charge - next day	Flat Fee	13,157	21.50 \$	49	44%	\$639,681	\$282,876	\$356,805	100%	49	\$639,681	\$356,805	\$-	
Service Turn-On Charge - same day	Flat Fee	802	37.50 \$	63	60%	\$50,382	\$30,075	\$20,307	100%	63	\$50,382	\$20,307	\$-	
Service Turn-On Charge - after hours	Flat Fee	-	53.75 \$	77	70%	\$-	\$-	\$-	100%	77	\$-	\$-	\$-	
Service Turn-On Charge for Customers with AMI	<b>New Flat Fee</b>	-	-	6	0%	\$-	\$-	\$-	100%	6	\$-	\$-	\$-	
Special Appointment Turn-on Charge added to applicable fee (Does not apply to the normal 4-hour window appointment)														
<b>Staff has recommended to remove this fee from the fee schedule.</b>														
Non-Sufficient Funds (NSF) Processing - Initial Fee	<b>Remove</b>	-	10.75											
Non-Sufficient Funds (NSF) Processing - Subsequent Fee (each)	Citywide fee	717	25.00 \$	30	83%	\$21,510	\$17,925	\$3,585	100%	30	\$21,510	\$3,585	\$-	
Meter Test/Second Request Within One Year Period	Flat Fee	-	30.00 \$	45	67%	\$-	\$-	\$-	100%	45	\$-	\$-	\$-	
Re-Read/Second Request Within Six Months	fee will be refunded	10	107.50 \$	364	30%	\$3,639	\$1,075	\$2,564	100%	364	\$3,639	\$2,564	\$-	
48-hour Field Notification (Master Metered Accounts received Multi-Unit notification)	fee will be refunded	10	26.75 \$	49	55%	\$486	\$268	\$219	100%	49	\$486	\$219	\$-	
48-hour Field Notification (Master Metered Accounts received Multi-Unit notification) - each additional notice per account	Flat Fee	120,000	21.50 \$	32	68%	\$3,819,509	\$2,580,000	\$1,239,509	100%	32	\$3,819,509	\$1,239,509	\$-	
Fund Verification Fee	Flat Fee	5	1.00 \$	6	15%	\$32	\$5	\$27	100%	6	\$32	\$27	\$-	
<b>Staff has recommended to remove this fee from the fee schedule.</b>														
Trip charge for additional field visit (cut-off for non pay, etc)	<b>Remove</b>	-	5.25											
Service Reconnection Charge - next day	Flat Fee	-	16.00 \$	34	46%	\$-	\$-	\$-	100%	34	\$-	\$-	\$-	
Service Reconnection Charge - same day	Flat Fee	-	43.00 \$	49	88%	\$-	\$-	\$-	100%	49	\$-	\$-	\$-	
Service Reconnection Charge - after hours	Flat Fee	7,238	64.50 \$	63	103%	\$454,695	\$466,851	(\$12,156)	100%	63	\$454,695	(\$12,156)	\$-	
Service Reconnection for Customers with AMI	Flat Fee	-	79.50 \$	77	103%	\$-	\$-	\$-	100%	77	\$-	\$-	\$-	
Service Reconnection - additional fee if customer has self-restored	<b>New Flat Fee</b>	-	-	6	0%	\$-	\$-	\$-	100%	6	\$-	\$-	\$-	
Actual cost		92	-	-	0%	\$-	\$-	\$-	100%	-	\$-	\$-	\$-	



**City of Riverside**  
**Public Utilities Electric**  
**2024-2025**

Service Name	Fee Description	Annual Volume	Current					Recommendations					
			Per Unit		Annual			Per Unit		Annual			
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy
Reconnection Charge/additional overhead service terminated by electrical crew	Flat Fee	3	322.50 \$	460	70%	1,380 \$	968 \$	413	100%	460 \$	1,380 \$	413 \$	-
Reconnection Charge/additional underground service terminated by electrical crew	Flat Fee	5	430.00 \$	902	48%	4,512 \$	2,150 \$	2,362	100%	902 \$	4,512 \$	2,362 \$	-
Reconnection Charge/Additional - overhead service drop removed by electrical crew	Flat Fee	6	483.75 \$	460	105%	2,760 \$	2,903 \$	(142)	100%	460 \$	2,760 \$	(142) \$	-
Reconnection Charge/Additional - underground service cable removed by electrical crew	Flat Fee	1	677.25 \$	902	75%	902 \$	677 \$	225	100%	902 \$	902 \$	225 \$	-
Temporary Overhead Electric Service	Flat Fee	15	397.75 \$	955	42%	14,332 \$	5,966 \$	8,365	100%	955 \$	14,332 \$	8,365 \$	-
Temporary Overhead Electric Service/Additional - Transformer Required	Flat Fee	5	1,182.50 \$	1,310	90%	6,549 \$	5,913 \$	637	100%	1,310 \$	6,549 \$	637 \$	-
Temporary Underground Electric Service	Flat Fee	3	1,010.50 \$	1,200	84%	3,600 \$	3,032 \$	569	100%	1,200 \$	3,600 \$	569 \$	-
Temporary Underground Electric Service/Additional - Temporary Padmounted Transformer Required	Actual cost	3	- \$	-	0%	- \$	- \$	-	100%	- \$	- \$	- \$	-
Temporary Service Larger than 200 amps	Actual cost	4	- \$	-	0%	- \$	- \$	-	100%	- \$	- \$	- \$	-
Line Extensions for new or increased loads - deposit	Deposit - per lot	16	500.00 \$	-	0%	- \$	8,000 \$	(8,000)		500			
Line Extensions for new or increased loads	Actual cost	5	- \$	-	0%	- \$	- \$	-	100%	- \$	- \$	- \$	-
Design Deposit - Multi-family Residential (100 units or less)	Deposit	7	2,687.50 \$	4,068	66%	28,475 \$	18,813 \$	9,662	100%	4,068 \$	28,475 \$	9,662 \$	-
Design Deposit - Multi-family Residential (101 units or more)	Deposit	4	5,375.00 \$	6,785	79%	27,141 \$	21,500 \$	5,641	100%	6,785 \$	27,141 \$	5,641 \$	-
Design Deposit - Commercial (0-200A)	Deposit	99	537.50 \$	748	72%	74,064 \$	53,213 \$	20,852	100%	748 \$	74,064 \$	20,852 \$	-
Design Deposit - Commercial and Industrial (400A-800A)	Deposit	37	1,075.00 \$	1,815	59%	67,171 \$	39,775 \$	27,396	100%	1,815 \$	67,171 \$	27,396 \$	-
Design Deposit - Commercial and Industrial (1000A-3000A)	Deposit	22	2,687.50 \$	2,687	100%	59,108 \$	59,125 \$	(17)	100%	2,687 \$	59,108 \$	(17) \$	-
Design Deposit - Commercial and Industrial (4000A and above)	Deposit	2	5,375.00 \$	7,897	68%	15,793 \$	10,750 \$	5,043	100%	7,897 \$	15,793 \$	5,043 \$	-
Appointment based meter reads	Flat Fee	-	26.75 \$	28	94%	- \$	- \$	-	100%	28 \$	- \$	- \$	-
Monthly rental of Remote Metering to resolve access issue	Remove	-	2.50										

**Staff has recommended to remove this fee from the fee schedule.**



**City of Riverside  
Public Utilities Electric  
2024-2025**

Service Name	Fee Description	Annual Volume	Current					Recommendations						
			Per Unit		Annual			Per Unit		Annual				
			Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy	
Temporary Turn On or Turn Off of Electric Service for Repair (normal working hours) - first aggregate hour is free	Per hour or fraction thereof	-	102.00 \$	162	63%	- \$	- \$	- \$	100%	162 \$	- \$	- \$	- \$	- \$
Temporary Turn On or Turn off Electric Service for Repair (after normal working hours) Minimum of \$130.00 for first hour	Per hour or fraction thereof	-	139.75 \$	182	77%	- \$	- \$	- \$	100%	182 \$	- \$	- \$	- \$	- \$
Street Lighting - Unit of Benefit Charge - Residential Streets	Flat Fee	1	3,416.25 \$	19,695	17%	19,695 \$	3,416 \$	16,279	100%	19,695 \$	19,695 \$	16,279 \$	-	-
Street Lighting - Unit of Benefit Charge - Arterial Streets	Flat Fee	3	3,725.75 \$	22,435	17%	67,305 \$	11,177 \$	56,128	100%	22,435 \$	67,305 \$	56,128 \$	-	-
Cost to Investigate Energy Diversion - higher of \$161.25 plus material or time and material	Flat fee plus time and material	8	161.25 \$	571	28%	4,572 \$	1,290 \$	3,282	100%	571 \$	4,572 \$	3,282 \$	-	-
Distributed Generation application and processing fee - Net Energy Metering - Initial Review - Residential	Flat Fee	600	241.75 \$	260	93%	155,788 \$	145,050 \$	10,738	100%	260 \$	155,788 \$	10,738 \$	-	-
Distributed Generation application and processing fee - Net Energy Metering - Initial Review - Commercial - Flat and Demand	Flat Fee	57	387.00 \$	722	54%	41,150 \$	22,059 \$	19,091	100%	722 \$	41,150 \$	19,091 \$	-	-
Distributed Generation application and processing fee - Net Energy Metering - Initial Review - Commercial - Time of Use (TOU)	Flat Fee	6	929.75 \$	722	129%	4,332 \$	5,579 \$	(1,247)	100%	722 \$	4,332 \$	(1,247) \$	-	-
Distributed Generation application and processing fee - Initial Review	Flat Fee	16	860.00 \$	722	119%	11,551 \$	13,760 \$	(2,209)	100%	722 \$	11,551 \$	(2,209) \$	-	-
Distributed Generation application and processing fee - Supplemented Review	Flat Fee	3	645.00 \$	722	89%	2,166 \$	1,935 \$	231	100%	722 \$	2,166 \$	231 \$	-	-
Distributed Generation application and processing fee - Full System Study	Actual cost	1	- \$	-	0%	- \$	- \$	-	100%	- \$	- \$	- \$	-	-
Meter Spot Disconnect/Reconnect	Flat Fee	850	215.00 \$	1,133	19%	963,125 \$	182,750 \$	780,375	100%	1,133 \$	963,125 \$	780,375 \$	-	-
Meter Spot Midspan	Flat Fee	150	483.75 \$	1,133	43%	169,963 \$	72,563 \$	97,401	100%	1,133 \$	169,963 \$	97,401 \$	-	-
Meter Spot Initial Inspection	New Flat Fee	1,000	- \$	93	0%	92,818 \$	- \$	92,818	100%	93 \$	92,818 \$	92,818 \$	-	-
Plan Check for Building and Public Works	New Flat Fee	1,400	- \$	519	0%	727,010 \$	- \$	727,010	100%	519 \$	727,010 \$	727,010 \$	-	-
Cancellation Fee	New Flat Fee	-	- \$	819	0%	- \$	- \$	-	100%	819 \$	- \$	- \$	-	-
EV Meter Adapter Permit - existing 240v outlet	Flat Fee	-	107.50 \$	214	50%	- \$	- \$	-	100%	214 \$	- \$	- \$	-	-
EV Meter Adapter Permit - new 240v outlet	Flat Fee	15	136.50 \$	214	64%	3,214 \$	2,048 \$	1,166	100%	214 \$	3,214 \$	1,166 \$	-	-



**City of Riverside**  
**Public Utilities Electric**  
**2024-2025**

Service Name	Fee Description	Annual Volume	Current				Recommendations						
			Current Fee	Full Cost	Current Recovery %	Annual Revenue	Annual Cost	Annual Revenue	Annual Subsidy	Per Unit	Annual		
EV Meter Adapter Permit	Flat Fee	15	725.50	\$ 903	80%	\$ 13,549	\$ 10,883	\$ 2,667	100%	\$ 903	\$ 13,549	\$ 2,667	\$ -
Temporary meter removal for main breaker repair	<b>New Flat Fee</b>	100	-	\$ 177	0%	\$ 17,748	\$ -	\$ 17,748	100%	\$ 177	\$ 17,748	\$ 17,748	\$ -
CEQA Review	<b>New Flat Fee</b>	6	-	\$ 1,650	0%	\$ 9,901	\$ -	\$ 9,901	100%	\$ 1,650	\$ 9,901	\$ 9,901	\$ -
<b>Total User Fees</b>						<b>\$7,343,651</b>	<b>\$3,883,940</b>	<b>\$3,459,711</b>			<b>\$7,343,651</b>	<b>\$3,459,711</b>	<b>\$0</b>
<b>% of Full Cost</b>							<b>53%</b>	<b>47%</b>			<b>100%</b>	<b>89%</b>	<b>0%</b>



## RPU Water User Fee Summary Sheet

City of Riverside  
Public Utilities Water  
2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current			Annual			Recommendations				
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy
1	Minimum Deposit/Residential	Deposit	10	40.00 \$	-	0%	-	400 \$	400 \$	(400)	-- Deposit --			
		\$40 min. or 2x est avg bill												
2	Minimum Deposit/All other classes		10	40.00 \$	-	0%	-	400 \$	400 \$	(400)	-- Deposit --			
		\$40 min. or 3x est avg bill												
3	Service		15,095	40.00 \$	-	0%	-	603,800 \$	603,800 \$	(603,800)	-- Deposit --			
4	Service Turn-On Charge - next day	Flat Fee	2,102	21.50 \$	49	44%	102,125 \$	45,193 \$	56,932 \$	56,932	100%	49 \$	102,125 \$	56,932 \$
5	Service Turn-On Charge - same day	Flat Fee	101	37.50 \$	63	60%	6,340 \$	3,788 \$	2,553 \$	2,553	100%	63 \$	6,340 \$	2,553 \$
6	Service Turn-On Charge - after hours	Flat Fee	-	53.75 \$	77	70%	-	-	-	-	100%	77 \$	-	-
	Special Appointment Turn-on Charge added to applicable fee (Does not apply to the normal 4-hour window appointment)	Remove	-	10.75 \$	-	0%	-	-	-	-	0%	-	-	-
7	Non-Sufficient Funds (NSF) Processing - Initial Fee	Set by City	-	26.75 \$	30	89%	-	-	-	-	100%	30 \$	-	-
	Non-Sufficient Funds (NSF) Processing - Subsequent Fee (each)	Set by City	-	37.50 \$	45	83%	-	-	-	-	100%	45 \$	-	-
9	Meter Test/Second Request Within One Year Period	Flat Fee	10	107.50 \$	329	33%	3,286 \$	1,075 \$	2,211 \$	2,211	100%	329 \$	3,286 \$	2,211 \$
10	Re-Read/Second Request Within Six Months	Flat Fee	10	26.75 \$	49	55%	486 \$	268 \$	218 \$	218	100%	49 \$	486 \$	218 \$
	48-hour Field Notification (Master Metered Accounts received Multi-Unit notification)	Flat Fee	-	21.50 \$	32	68%	-	-	-	-	100%	32 \$	-	-
12	Accounts received Multi-Unit notification													
	48-hour Field Notification (Master Metered Accounts received Multi-Unit notification) - each additional notice per account	Flat Fee	95	1.00 \$	6	16%	613 \$	95 \$	518 \$	518	100%	6 \$	613 \$	518 \$
13	Fund Verification Fee	Remove	-	5.25 \$	-	0%	-	-	-	-	100%	-	-	-
	Trip charge for additional field visit (cut-off for non pay, etc)	Flat Fee	4,445	16.00 \$	34	47%	152,878 \$	71,120 \$	81,758 \$	81,758	100%	34 \$	152,878 \$	81,758 \$
15	Service Reconnection Charge - next day	Flat Fee	-	43.00 \$	49	89%	-	-	-	-	100%	49 \$	-	-
16	Service Reconnection Charge - same day	Flat Fee	2	64.50 \$	63	103%	126 \$	129 \$	(3)	(3)	100%	63 \$	126 \$	(3)
17	Service Reconnection Charge - after hours	Flat Fee	-	53.75 \$	63	86%	-	-	-	-	86%	54 \$	-	-
18	Service Reconnection Charge - after hours	Flat Fee	-	79.50 \$	77	103%	-	-	-	-	100%	77 \$	-	-
19	Service Reconnection Charge - after hours	Flat Fee	-	79.50 \$	77	103%	-	-	-	-	100%	77 \$	-	-





City of Riverside  
Public Utilities Water  
2024-2025

Ord	Service Name	Fee Description	Annual Volume	Per Unit			Current			Recommendations						
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue <sup>2</sup>	Increased Revenue	Recommended Subsidy		
20	Service Reconnection - additional fee if customer has self-restored	Actual Cost - Time & Materials added service reconnect fee	17	- \$	- \$	0%	- \$	- \$	- \$	100%	Actual Cost					
21	Reconnection Charge/Additional - Meter Removed	Flat fee plus material cost	95	86.00 \$	277	31%	26,272 \$	8,170 \$	18,102 \$	100%	277 \$	26,272 \$	18,102 \$			
22	Temporary Water Service	Actual Cost - Time & Materials	-	- \$	- \$	0%	- \$	- \$	- \$	100%	Actual Cost					
23	Temporary Water Service-Fire Hydrant Water Meter Processing Fee	Per meter	471	43.00 \$	89	48%	41,847 \$	20,253 \$	21,594 \$	100%	89 \$	41,847 \$	21,594 \$			
24	Temporary Water Service-Fire Hydrant Water Meter Deposit	Deposit - per meter	80	2,000.00 \$	-	0%	- \$	160,000 \$	(160,000)		-- Deposit --					
25	Set, Move or Relocation of Temporary Fire Hydrant Water Meter	Actual Cost - Time & Materials	97	- \$	- \$	0%	- \$	- \$	- \$		Actual Cost					
26	Refusal to Allow Monthly Meter Read for Floating Hydrant Meters	Penalty	-	55.91 \$	-	0%	- \$	- \$	- \$		-- Penalty --					
27	Annual testing of City Department Water Meter	Per meter	-	10.75 \$	55	19%	- \$	- \$	- \$	100%	55 \$	- \$	- \$			
28	Removal of Fire Hydrant Operating Nut	Flat fee	-	32.25 \$	55	58%	- \$	- \$	- \$	100%	55 \$	- \$	- \$			
29	Rental of Backflow Prevention Assembly Per Assembly Processing Fee	Remove	-	40.00 \$	-	0%	- \$	- \$	- \$	100%	- \$	- \$	- \$			
30	Rental of Backflow Prevention Assembly Per Assembly Deposit	Remove	-	1,000.00 \$	-	0%	- \$	- \$	- \$		-- Deposit --					
31	Daily Rental Charge - Two-Inch Backflow Preventer Set or move Backflow Prevention Assembly from location	Remove	-	5.00 \$	-	0%	- \$	- \$	- \$	100%	- \$	- \$	- \$			
32	location to location	Remove	-	- \$	-	0%	- \$	- \$	- \$	100%	- \$	- \$	- \$			
33	Covenant & Agreement Charge - Preparation Charge	Flat fee	4	1,075.00 \$	553	194%	2,213 \$	4,300 \$	(2,087)	100%	553 \$	2,213 \$	(2,087)			
34	Inspection Fee - base fee	Base Fee	5	247.25 \$	2,281	11%	11,404 \$	1,236 \$	10,168	100%	2,281 \$	11,404 \$	10,168			
35	Inspection Fee - per lineal foot of pipeline	Per lineal foot	10,773	1.00 \$	3	39%	27,424 \$	10,773 \$	16,651	100%	3 \$	27,424 \$	16,651			
36	Fire Hydrant Inspection (each)	Flat Fee	23	86.00 \$	76	113%	1,756 \$	1,978 \$	(222)	100%	76 \$	1,756 \$	(222)			
37	1" service inspection (each)	Flat Fee	74	18.25 \$	34	54%	2,512 \$	1,351 \$	1,161	100%	34 \$	2,512 \$	1,161			
38	2" service inspection (each)	Flat Fee	12	53.75 \$	51	106%	611 \$	645 \$	(34)	100%	51 \$	611 \$	(34)			



City of Riverside  
Public Utilities Water  
2024-2025

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations						
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue <sup>2</sup>	Increased Revenue	Recommended Subsidy
39	4" or larger service inspection (each)	Flat Fee	7	494.50 \$	407	17%	2,851 \$	3,462 \$	(610)	100%	407	2,851 \$	(610) \$	-
40	Initial Pressure Test (for each)	Flat Fee	6	215.00 \$	1,324	16%	7,942 \$	1,290 \$	6,652	100%	1,324	7,942 \$	6,652 \$	-
41	Pressure Test (for each after initial) (re-test)	Flat Fee	-	155.75 \$	311	50%	- \$	- \$	-	100%	311	- \$	- \$	-
42	Extended Construction	Per lineal foot	-	1.00 \$	3	39%	- \$	- \$	-	100%	3	- \$	- \$	-
43	Additional Inspection Visits	Per hour	-	72.00 \$	102	71%	- \$	- \$	-	100%	102	- \$	- \$	-
44	inspectors	Flat Fee	-	215.00 \$	407	53%	- \$	- \$	-	100%	407	- \$	- \$	-
45	of 4" or larger, Cash Refundable Bond(per Connection) to guarantee final completion by private contractor	Deposit	-	500.00 \$	-	0%	- \$	- \$	-					
46	Water Meter Charges - 3/4 inch Meter	Flat Fee	22	81.50 \$	98	84%	2,147 \$	1,793 \$	354	100%	98	2,147 \$	354 \$	-
47	Water Meter Charges - 1 inch Meter	Flat Fee	160	94.50 \$	109	86%	17,510 \$	15,120 \$	2,390	100%	109	17,510 \$	2,390 \$	-
48	Water Meter Charges - 1 1/2 inch Meter	Flat Fee	6	218.00 \$	276	79%	1,658 \$	1,308 \$	350	100%	276	1,658 \$	350 \$	-
49	Water Meter Charges - 2 inch Meter	Flat Fee	23	264.25 \$	322	82%	7,408 \$	6,078 \$	1,330	100%	322	7,408 \$	1,330 \$	-
50	Water Meter Charges - 3 inch Meter or larger	Actual Cost - Estimated cost of installation	-	- \$	-	0%	- \$	- \$	-	100%	-	- \$	- \$	-
51	Water Main Oversizing Reimbursement - 8-inch Standard - 12-inch Oversized	Per lineal foot	-	(16.00) \$	(24)	67%	- \$	- \$	-	100%	(24)	- \$	- \$	-
52	Water Main Oversizing Reimbursement - 12-inch Standard - 16-inch Oversized	Per lineal foot	-	(24.00) \$	(193)	12%	- \$	- \$	-	100%	(193)	- \$	- \$	-
53	Bacteriological Testing for Water Meters 2-inch and Larger Flushing Testing Charge	Flat Fee	-	215.00 \$	438	49%	- \$	- \$	-	100%	438	- \$	- \$	-
54	Request for larger meter upon lateral replacement - 5/8 inch to 3/4 inch (in addition to any other applicable charges)	Remove	-	21.50 \$	-	0%	- \$	- \$	-	100%	-	- \$	- \$	-
55	Request for larger meter upon lateral replacement - 3/4 inch to 1 inch (in addition to any other applicable charges)	Flat Fee	-	16.00 \$	74	22%	- \$	- \$	-	100%	74	- \$	- \$	-
56	Request for larger meter. No lateral replacement (in addition to any other applicable charges)	Flat Fee	-	34.25 \$	62	55%	- \$	- \$	-	100%	61.82	- \$	- \$	-



City of Riverside  
Public Utilities Water  
2024-2025

Ord	Service Name	Fee Description	Annual Volume	Per Unit			Current			Recommendations						
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue <sup>2</sup>	Increased Revenue	Recommended Subsidy		
57	Relocation of fire hydrants	Actual Cost - Time & Materials	-	\$ -	-	0%	\$ -	\$ -	-	100%	Actual Cost	-	-	-	-	-
58	Repair of Water Facilities	Plus time and materials	-	53.75	122	44%	\$ -	\$ -	-	100%	\$ 122	\$ -	\$ -	\$ -	\$ -	\$ -
59	Water Service Connection Charges - 3/4 inch meter (residential 2 lane street)	Flat Fee	8	1,402.75	8,077	17%	\$ 64,613	\$ 11,222	\$ 53,391	100%	\$ 8,077	\$ 64,613	\$ 53,391	\$ -	\$ 53,391	\$ -
60	Water Service Connection Charges - 3/4 inch meter (non-residential/4 lane street)	New flat fee	-	-	10,065	0%	\$ -	\$ -	-	100%	\$ 10,065	\$ -	\$ -	\$ -	\$ -	\$ -
61	Water Service Connection Charges - 1 inch meter (residential 2 lane street)	Flat Fee	35	1,419.00	8,088	18%	\$ 283,097	\$ 49,665	\$ 233,432	100%	\$ 8,088	\$ 283,097	\$ 233,432	\$ -	\$ 233,432	\$ -
62	Water Service Connection Charges - 1 inch meter (non-residential/4 lane street)	New flat fee	-	-	10,077	0%	\$ -	\$ -	-	100%	\$ 10,077	\$ -	\$ -	\$ -	\$ -	\$ -
63	Water Service Connection Charges - 1 1/2 inch meter	Actual Cost - Estimated cost of installation	7	2,423.00	-	0%	\$ -	\$ 16,961	\$ (16,961)	100%	\$ -	\$ -	\$ (16,961)	\$ -	\$ (16,961)	\$ -
64	Water Service Connection Charges - 2 inch meter	Actual Cost - Estimated cost of installation	18	2,466.00	-	0%	\$ -	\$ 44,388	\$ (44,388)	100%	\$ -	\$ -	\$ (44,388)	\$ -	\$ (44,388)	\$ -
65	Water Service Connection Charges - 3 inch meter	Actual Cost - Estimated cost of installation	-	-	-	0%	\$ -	\$ -	\$ -	100%	Actual Cost	-	-	-	-	-
66	Fire Service Connection above ground (2 inch and larger)	Actual Cost - Estimated cost of installation	-	-	-	0%	\$ -	\$ -	\$ -	100%	Actual Cost	-	-	-	-	-
67	Test/Repair of Backflow Assembly	Penalty plus time and material	199	537.50	-	0%	\$ -	\$ 106,963	\$ (106,963)	-- Penalty --				-	-	-
68	Turn-On and Turn-off Water Service for Repair by Customer - Monday through Friday: 6:00 pm to 10:00 pm	Flat Fee	62	48.25	67	72%	\$ 4,168	\$ 2,992	\$ 1,177	100%	\$ 67	\$ 4,168	\$ 1,177	\$ -	\$ 1,177	\$ -



**City of Riverside**  
**Public Utilities Water**  
**2024-2025**

Ord	Service Name	Fee Description	Annual Volume	Current				Recommendations						
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Per Unit	Recovery Level	Fee @ Policy Level	Annual Revenue2	Increased Revenue
69	Turn-On and Turn-off Water Service for Repair by Customer - Monday through Friday: 10:00 pm to 7:30 am	Flat Fee	18	91.25 \$	128	71%	2,312 \$	1,643 \$	670	100%	128 \$	2,312 \$	670 \$	-
70	Turn-On and Turn-off Water Service for Repair by Customer - Weekends and Holidays: 3:30 pm to 7:30 pm	Flat Fee	53	48.25 \$	67	72%	3,563 \$	2,557 \$	1,006	100%	67 \$	3,563 \$	1,006 \$	-
71	Turn-On and Turn-off Water Service for Repair by Customer - Weekends and Holidays: 7:30 pm to 7:30 am	Flat Fee	21	91.25 \$	67	136%	1,412 \$	1,916 \$	(504)	100%	67 \$	1,412 \$	(504) \$	-
72	Gage Canal Company (Contracts Only)	Flat Fee	-	107.50 \$	169	64%	- \$	- \$	-	100%	169 \$	- \$	- \$	-
73	Cost to investigate Water Diversion	Penalty plus time and material	-	53.75 \$	-	0%	- \$	- \$	-	-	-- Penalty --	- \$	- \$	-
74	Appointment based meter reads	Flat Fee	-	26.75 \$	28	94%	- \$	- \$	-	100%	28 \$	- \$	- \$	-
75	Monthly rental of Remote Metering to resolve access issues	Rental	-	2.50 \$	35	7%	- \$	- \$	-	100%	35 \$	- \$	- \$	-
76	Fire Protection Service maintenance of below ground detector assembly - 4" - inside city	Flat fee - monthly	1,224	53.00 \$	212	25%	259,553 \$	64,872 \$	194,681	100%	212 \$	259,553 \$	194,681 \$	-
77	Fire Protection Service maintenance of below ground detector assembly - 4" - outside city	Flat fee - monthly	36	79.50 \$	224	36%	8,051 \$	2,862 \$	5,189	100%	224 \$	8,051 \$	5,189 \$	-
78	Fire Protection Service maintenance of below ground detector assembly - 6" - inside city	Flat fee - monthly	2,568	79.25 \$	242	33%	621,638 \$	203,514 \$	418,124	100%	242 \$	621,638 \$	418,124 \$	-
79	Fire Protection Service maintenance of below ground detector assembly - 6" - outside city	Flat fee - monthly	108	119.00 \$	254	47%	27,394 \$	12,852 \$	14,542	100%	254 \$	27,394 \$	14,542 \$	-
80	Fire Protection Service maintenance of below ground detector assembly - 8" - inside city	Flat fee - monthly	2,100	106.00 \$	272	39%	571,386 \$	222,600 \$	348,786	100%	272 \$	571,386 \$	348,786 \$	-
81	Fire Protection Service maintenance of below ground detector assembly - 8" - outside city	Flat fee - monthly	156	159.00 \$	284	56%	44,252 \$	24,804 \$	19,448	100%	284 \$	44,252 \$	19,448 \$	-
82	Fire Protection Service maintenance of below ground detector assembly - 10" - inside city	Flat fee - monthly	336	132.50 \$	302	44%	101,508 \$	44,520 \$	56,988	100%	302 \$	101,508 \$	56,988 \$	-
83	Fire Protection Service maintenance of below ground detector assembly - 10" - outside city	Flat fee - monthly	-	198.50 \$	314	63%	- \$	- \$	-	100%	314 \$	- \$	- \$	-



City of Riverside  
Public Utilities Water  
2024-2025

Ord	Service Name	Fee Description	Annual Volume	Per Unit			Current			Recommendations					
				Current Fee	Full Cost	Current Recovery %	Annual Cost	Annual Revenue	Annual Subsidy	Recovery Level	Fee @ Policy Level	Annual Revenue	Increased Revenue	Recommended Subsidy	
84	Fire Protection Service maintenance of below ground detector assembly - 12" - inside city	Flat fee - monthly	-	159.00 \$	332	48%	- \$	- \$	- \$	- \$	- \$	100%	332 \$	- \$	- \$
85	Fire Protection Service maintenance of below ground detector assembly - 12" - outside city	Flat fee - monthly	-	238.50 \$	332	72%	- \$	- \$	- \$	- \$	- \$	100%	332 \$	- \$	- \$
86	Water Supply Assessment	New flat fee	1	- \$	5,670	0%	5,670 \$	- \$	5,670	5,670	5,670	100%	5,670 \$	5,670 \$	- \$
87	Fire Flow Test	New flat fee	121	- \$	191	0%	23,056 \$	- \$	23,056	23,056	23,056	100%	191 \$	23,056 \$	- \$
88	Plan checking for Building and Public Works	New flat fee	473	- \$	46	0%	21,572 \$	- \$	21,572	21,572	21,572	100%	46 \$	21,572 \$	- \$
Total User Fees							\$2,462,656	\$906,791	\$1,555,866				\$2,462,656	\$1,555,866	\$0
% of Full Cost								37%	63%				100%	172%	0%

**Footnotes**

1) Fees #63 & 64 - These fees are proposed to change from "Flat Fee" to "Actual Cost" based on estimated cost of installation. 1 1/2 and 2 inch meters are generally for commercial applications, and the cost of installation can vary greatly depending on time and materials.

