



## UPDATE TO PUBLIC WORKS 2015/16 USER FEES AND CHARGES

Department of Public Works

City Council  
July 11, 2017

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### BACKGROUND

1. Last updated in 2015
2. Fully burdened labor rate of \$114 per hour
3. Labor rate used to set base fees and adopted by the City Council on September 8, 2015



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## BACKGROUND

4. Streamline Riverside - improve our customers' experiences
5. Evaluating key business processes and researching best practices, 3 processes were identified:
  - a) Expedited Review
  - b) Lane Closing
  - c) Wide, Overweight/Long-Load



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## EXPEDITED REVIEW

Public Works would align with other divisions (Planning, Fire Prevention, Public Utilities and Building and Safety) with options for expedited review for example:

Water Quality Management Plan - Prelim  
 Water Quality Management Plan - Final  
 Traffic Impact Analysis  
 Plan Checks (Grading & Engineering)



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## EXPEDITED REVIEWS

### Sampling of Plan Review Turnaround Times

Review Services	Current Times (workdays)		Proposed Expedited Times (workdays)	
	Initial	Resubmittal	Initial	Resubmittal
WQMP – Preliminary	20	10	10-12	5-7
WQMP – Final	20	10	10-12	5-7
Traffic Impact Analysis	20	10	10-12	5-7
Plan Check – Grading	20	10	10-12	5-7
Plan Check – Engineering	20	10	10-12	5-7

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## LANE CLOSING PERMITS

1. Currently, a singular fee - one fee does not fit all
2. Propose - Lane Closing fee for smaller scope of work

Permit	Average Total Completion Time (in hours)
Street Opening (current)	8.75
Lane Closing (proposed)	3.0

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## WIDE, OVERWEIGHT/LONG-LOAD PERMITS

1. California Vehicle Code requires special permit while transporting large, oversize, or wide loads
2. Routes of travel, proof of business license, proof of insurance, and dates/times of travel



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## WIDE, OVERWEIGHT/LONG-LOAD PERMITS

3. California Vehicle Code §35795 allows local authorities to charge a fee
4. Currently, the California Department of Transportation has established the following fees:

Single Trip Permit	\$16
Annual Permit	\$90



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## FEE COMPARISONS

Expedited - WQMP – Preliminary			Amount
Base Fee (a)			\$1,085
Expedited Fee (b)	Fully Burdened Labor Rate	Labor Hours	
	\$114	10.0	\$1,140
Total Estimated Fee			\$2,225
(a) Subject to General Plan Surcharge and Document Imaging Fee.			
(b) Actual hours – Fee recovery 100% of cost of activity / service.			



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## FEE COMPARISONS (CONT'D)

Service	Current Fee Structure	Proposed Fee Structure
Street Opening Permits	\$948.00	\$948.00
Lane Closing Permits	N/A	\$324.00
Wide, Overweight/Long-Load Permits		
Single Trip Permit	\$12.00	\$16.00
Annual Permit	\$12.00	\$90.00



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## RECOMMENDATIONS

That the City Council

1. Update the 2015/16 Fees and Charges for Public Works services to include a new fee for expedited reviews, a new lane closing fee, and a revised wide, overweight/long-load permit fee
2. Introduce and adopt an ordinance to revise Section 3.30.030 of the Riverside Municipal Code to provide for proposed fee adjustments; and
3. Adopt a resolution authorizing and establishing a schedule of fees and charges for proposed fee adjustments



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