

Attachment A

Cost of Service Studies



User and Regulatory Fees

Appeal of Administrative Citation to Hearing Officer

					Hourly Rate														
					\$250	\$145	\$326												
					Cost of Service														
					Service Time														
#	Fee Description	Hearing Officer	Fiscal Specialist	Police (Other)	Total	Hearing Officer	Fiscal Specialist	Police (Other)	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Fee Change (\$)	Fee Change (%)	Note	Yearly Inflator	Study Note
1	Appeal of Administrative Citation to Hearing Officer																		[a],[b]
	a) Appellant Successful	2.00	1.25	0.75	4.00	\$500	\$181	\$245	\$926	\$0	0%	\$0	0%	Each	No Change	No		N	[c]
	b) Appellant Unsuccessful	2.00	1.25	0.75	4.00	\$500	\$181	\$245	\$926	\$0	0%	\$185	20%	Each	No Change	n/a - new		N	[c]

[a] Hourly rates for Hearing Officer based on current average contract rate for services. Hourly rates for Fiscal Specialist and Police Services based on most recently completed cost of service studies.

[b] Appeals of administrative citations are typically linked to administrative citations issued by Police Department or via the City's Code Enforcement Division. Since vast majority of appeals are linked to citations originating via the Police Department, service time used for the cost of service analysis is based on typical Police Department time. Service time and cost of service is typically higher for appeals linked to citations issued via Code Enforcement Division, however these represent the minority of appeals.

[c] 0% cost recovery when the appellant is successful. 20% cost recovery when the appellant is unsuccessful.



User and Regulatory Fees

Tobacco Retailer's Permit Fee

City of Newport Beach
User and Regulatory Fee Study
Cost of Service Calculation - Tobacco Retailer's Permit

Service Time			Hourly Rate												
			\$214												
			Cost of Service												
Fee Description		Civilian Investigator	Total	x	Civilian Investigator	=	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Change %	Change \$	Note
1 Tobacco Retailer's Permit		2.00	2.00		\$214		\$428	N/A - new	N/A - new	\$428	100%	operator	new	new	[a], [b]

[a] Civilian Investigator fully burdened cost determined in FY 25/26 cost of service study.
[b] Fee is based on City staff time for cost recovery. Applicant must obtain any required state license independently.



User and Regulatory Fees

Wireless Facility Permit Fee / Eligible Facilities Request (Section 6409(a)) Permit

Fee Description		Service Time			Hourly Rate													
					\$236	\$172												
					Cost of Service													
		Civil Engineer - Associate	Permit Tech II	Total		Civil Engineer - Associate	Permit Tech II		Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Charge Basis	Change %	Change \$	Note	
1	Wireless Facility Permit																	[a]
	a) Initial Permit	4.50	0.50	5.00	x	\$1,062	\$86	=	\$1,148	N/A - new	N/A - new	\$1,148	100%	per permit	new	new		
	b) Extension or Renewal	0.00	1.00	1.00		\$0	\$172		\$172	N/A - new	N/A - new	\$172	100%	per extension	new	new		
2	Eligible Facilities Request (Section 6409(a)) Permit																	[a]
	a) Initial Permit	4.50	0.50	5.00	x	\$1,062	\$86	=	\$1,148	N/A - new	N/A - new	\$1,148	100%	per permit	new	new		
	b) Extension or Renewal	0.00	1.00	1.00		\$0	\$172		\$172	N/A - new	N/A -new	\$172	100%	per extension	new	new		

[a] Fully burdened cost determined in FY 23/24 cost of service study, grown by CPI factors in effect for FY25/26 and FY26/27.