

**RESOLUTION NO. 2019 - 290**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINCOLN  
APPROVING CHANGES TO THE MASTER FEE SCHEDULE  
FOR USER AND REGULATORY FEE UPDATE**

**WHEREAS**, the current Master Fee Schedule has not been updated since 2012; and

**WHEREAS**, the City of Lincoln has contracted with ClearSource Financial Consulting to perform a full and comprehensive study of the actual costs to the City for providing services related to user and regulatory fees; and

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

**WHEREAS**, the City Council hereby finds that the study provides adequate evidence to conclude that the current service fees and development fees charged for the City's services do not adequately recoup the City's costs of providing certain services and thus, a significant amount of these costs are currently paid out of the City's general fund and, therefore, borne by the general public; and

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

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

**WHEREAS**, the City Council desires that annually the Finance Director may increase various fees based on the annual percentage change in the all-urban Consumer Price Index for the San Francisco-Oakland-Hayward Area (CPI). If the CPI does not change or goes down in a given year, no change shall be made to the fee schedule that year unless an adjustment is made to targeted cost recovery levels or fee study findings indicate that an adjustment is appropriate; and;

**WHEREAS**, prior to adopting adjustments to fees, the City Council shall have the opportunity to review and consider said adjustments; and

**WHEREAS**, this action is found to be in compliance with the requirements of California Government Code § 66016 and 66018; and

**WHEREAS**, enactment of this resolution does not constitute a "Project" as that term is defined under the California Environmental Quality Act (CEQA), CEQA Guidelines Section 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and Section 15060(c)(3) (the activity is not a project as defined in Section 15378). Furthermore, the City Council finds that there is no possibility that the adoption of these fees could have a significant effect on the environment, therefore, no further environmental review is necessary in accordance with CEQA Guidelines Section 15061(b)(3).

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Lincoln as follows:

1. Approving Changes to the Master Fee Schedule for User and Regulatory Fee Update.
2. Changes to the Master Fee Schedule for User and Regulatory Fee Update shall become effective sixty (60) days following the adoption of this resolution.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of December, 2019.

AYES: COUNCILMEMBERS: Andreatta, Gilbert, Joiner, Silhi, Karleskint

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None

  
\_\_\_\_\_  
Dan Karleskint, Mayor

ATTEST:

  
\_\_\_\_\_  
Dia Gix, Deputy City Clerk

## Attachment A



**Illustration of Current and Proposed Hourly Billing Rates**

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Schedule of Hourly Billing Rates**

#	Functional Assignment	Job Title	Current	Proposed		Difference	Note
			Current Hourly Billing Rate	Hourly Billing Rate - Regular Hours	Hourly Billing Rate - OT Hours (If Applicable)	Difference	
1	Admin	Office Assistant I	\$43	\$52	\$64	\$9	
2	Admin	Office Assistant II	\$45	\$57	\$70	\$12	
3	Admin	Senior Office Assistant	\$49	\$63	\$77	\$13	
4	Admin	Senior Office Assistant (GFE)	\$49	\$66	\$81	\$16	
5	Admin	Office Supervisor	\$54	\$68	\$84	\$14	
6	Admin	Confidential Secretary	\$57	\$69	\$85	\$12	
7	Admin	Confidential Secretary	\$57	\$68	\$85	\$12	
8	Admin	Executive Asst	\$55	\$84	\$104	\$30	
9	Admin	Records Coordinator	\$58	\$68	\$85	\$11	
10	Airport	Airport Maintenance Worker I	\$50	\$67	\$81	\$16	
11	Airport	Airport Maintenance Worker II	\$55	\$73	\$89	\$18	
12	Airport	Senior Airport Maintenance Worker	\$71	\$94	\$114	\$23	
13	Airport	Airport Manager	\$130	\$149	\$184	\$19	
14	City Manager	Assistant City Manager	\$184	\$187	n/a	\$2	
15	City Manager	City Manager	\$233	\$234	n/a	\$1	
16	City Attorney	City Attorney		\$237	n/a		
17	Clerk	Deputy City Clerk		\$87	n/a		
18	Clerk	City Clerk	\$100	\$118	n/a	\$18	
19	Economic Dev	Economic Development Specialist	\$104	\$117	\$145	\$13	
20	Economic Dev	Economic Development Manager	\$118	\$133	\$165	\$15	
21	Finance / Admin	Account Clerk I	\$50	\$57	\$70	\$7	
22	Finance / Admin	Account Clerk I (GFE)	\$50	\$60	\$74	\$10	
23	Finance / Admin	Account Clerk II	\$55	\$63	\$77	\$8	
24	Finance / Admin	Account Clerk II (GFE)	\$55	\$66	\$81	\$11	
25	Finance / Admin	Accounts Payable Specialist	\$60	\$69	\$85	\$9	
26	Finance / Admin	Senior Account Clerk	\$60	\$69	\$85	\$9	
27	Finance / Admin	Senior Account Clerk (GFE)	\$60	\$73	\$90	\$12	
28	Finance / Admin	Accountant I	\$70	\$80	\$99	\$10	
29	Finance / Admin	Accountant II	\$77	\$88	\$109	\$11	
30	Finance / Admin	Senior Accountant	\$85	\$97	\$120	\$13	
31	Finance / Admin	Payroll Tech	\$78	\$89	\$110	\$11	
32	Finance / Admin	Grant Coordinator	\$74	\$88	\$108	\$14	
33	Finance / Admin	Administrative Analyst I	\$71	\$87	\$107	\$15	
34	Finance / Admin	Administrative Analyst II	\$79	\$95	\$118	\$17	
35	Finance / Admin	Administrative Analyst I/PIO	\$74	\$87	\$107	\$13	
36	Finance / Admin	Administrative Analyst II/PIO	\$82	\$96	\$119	\$14	
37	Finance / Admin	Senior Administrative Analyst (GFE)	\$90	\$121	\$149	\$31	
38	Finance / Admin	Senior Administrative Analyst (Confidential)	\$92	\$122	\$151	\$30	

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Schedule of Hourly Billing Rates**

#	Functional Assignment	Job Title	Current	Proposed		Difference	Note
			Current Hourly Billing Rate	Hourly Billing Rate - Regular Hours	Hourly Billing Rate - OT Hours (If Applicable)	Difference	
39	Finance / Admin	Principal Accountant	\$121	\$138	\$170	\$17	
40	Finance / Admin	Accounting Manager	\$121	\$138	\$170	\$17	
41	Finance / Admin	Budget Manager	\$121	\$138	\$170	\$17	
42	Finance / Admin	Financial Analyst	\$126	\$158	\$196	\$32	
43	Housing / Special Projects	Housing & Spcl Projects Coord.	\$64	\$73	\$90	\$9	
44	Human Resources	Human Resources Tech I	\$50	\$65	\$81	\$15	
45	Human Resources	Human Resources Tech II	\$55	\$72	\$89	\$17	
46	Human Resources	Senior Human Resources Tech	\$61	\$79	\$98	\$18	
47	Human Resources	Human Resources Analyst I	\$68	\$88	\$109	\$20	
48	Human Resources	Human Resources Analyst II	\$75	\$97	\$121	\$23	
49	Human Resources	Human Resources Manager	\$109	\$128	n/a	\$19	
50	IT / GIS	Information Systems Tech I	\$63	\$73	\$90	\$9	
51	IT / GIS	Information Systems Tech II	\$70	\$80	\$99	\$10	
52	IT / GIS	Senior Information Systems Tech	\$77	\$88	\$108	\$11	
53	IT / GIS	GIS Analyst I		\$98	\$121		
54	IT / GIS	GIS Analyst II		\$119	\$147		
55	IT / GIS	Information Systems Manager	\$126	\$142	\$176	\$17	
56	Library	Librarian I	\$63	\$73	\$90	\$10	
57	Library	Librarian II	\$69	\$80	\$99	\$11	
58	Library	Library Assistant	\$53	\$61	\$75	\$8	
59	Library	Library Clerk	\$45	\$52	\$64	\$7	
60	Library	Library Coordinator	\$65	\$75	\$92	\$10	
61	Library	Library Manager		\$92	n/a		
62	Library	Library Media Teacher	\$113	\$129	\$160	\$16	
63	Library	Director of Library Services	\$142	\$136	n/a	(\$5)	
64	Maintenance	Mechanic Helper	\$51	\$62	\$75	\$11	
65	Maintenance	Equipment Mechanic I	\$70	\$85	\$103	\$15	
66	Maintenance	Equipment Mechanic II	\$77	\$93	\$113	\$17	
67	Maintenance	Senior Equipment Mechanic	\$85	\$103	\$124	\$18	
68	Maintenance	Senior Equipment Mechanic (GFE)	\$85	\$119	\$144	\$34	
69	Maintenance	Maintenance Worker I	\$50	\$67	\$81	\$17	
70	Maintenance	Maintenance Worker II	\$55	\$73	\$89	\$18	
71	Maintenance	Senior Maintenance Worker	\$71	\$85	\$103	\$14	
72	Maintenance	Maintenance Svcs Manager	\$122	\$149	\$184	\$28	
73	Purchasing	Purchasing Clerk I	\$61	\$57	\$71	(\$3)	
74	Purchasing	Purchasing Clerk II	\$67	\$63	\$78	(\$4)	
75	Purchasing	Purchasing Officer I	\$77	\$73	\$90	(\$4)	
76	Purchasing	Purchasing Officer II	\$85	\$81	\$100	(\$5)	

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Schedule of Hourly Billing Rates**

#	Functional Assignment	Job Title	Current	Proposed		Difference	Note
			Current Hourly Billing Rate	Hourly Billing Rate - Regular Hours	Hourly Billing Rate - OT Hours (If Applicable)	Difference	
77	Purchasing	Purchasing Manager	\$113	\$106	\$131	(\$7)	
78	Recreation	Recreation Coordinator	\$58	\$62	\$76	\$4	
79	Recreation	Recreation Supervisor	\$65	\$75	\$92	\$9	
80	Recreation	Recreation Program Manager	\$89	\$101	\$124	\$12	
81	Recreation	Asst Dir of Recreation	\$126	\$142	\$176	\$17	
82	Support Svcs Director	Asst Dir of Support Svcs		\$158	\$196		
83	Support Svcs Director	Director of Support Services	\$148	\$151	n/a	\$3	
84	Transit	Senior Transit Driver	\$48	\$73	\$89	\$25	
85	Transit	Transit Operator	\$46	\$70	\$85	\$24	
86	Transit	Transit Supervisor	\$52	\$69	\$85	\$18	
87	Utilities	Meter Reader	\$51	\$67	\$81	\$16	
88	Utilities	Customer Service Representative	\$58	\$66	\$81	\$8	
89	Utilities	Customer Service Supervisor	\$70	\$97	\$120	\$27	
90	Utilities	Senior Water Technician	\$79	\$98	\$119	\$19	
91	Utilities	Wastewater Mechanical Maintenance Tech I	\$73	\$81	\$98	\$8	
92	Utilities	Wastewater Mechanical Maintenance Tech II	\$80	\$89	\$108	\$9	
93	Utilities	Wastewater Plant Operator I	\$69	\$77	\$93	\$8	
94	Utilities	Wastewater Plant Operator II	\$76	\$85	\$103	\$9	
95	Utilities	Wastewater System Technician I	\$72	\$81	\$98	\$9	
96	Utilities	Wastewater System Technician II	\$80	\$89	\$108	\$9	
97	Utilities	Wastewater Treatment Plant Lab Analyst	\$84	\$93	\$113	\$10	
98	Utilities	Water Technician I	\$65	\$81	\$98	\$16	
99	Utilities	Water Technician II	\$72	\$89	\$108	\$17	
100	Utilities	Public Services Supervisor	\$91	\$97	\$120	\$6	
101	Utilities	Supervising Water Facilities Oper	\$100	\$109	\$134	\$9	
102	Utilities	Utilities Maintenance Supervisor	\$100	\$115	\$142	\$15	
103	Utilities	Environmental Svcs Manager	\$119	\$149	\$184	\$31	
104	Building	Building Inspector I	\$86	\$100	\$115	\$14	
105	Building	Building Inspector II	\$95	\$110	\$126	\$15	
106	Building	Building Inspector III	\$100	\$116	\$133	\$16	
107	Building	Supervising Building Inspector	\$110	\$127	\$146	\$18	
108	Building	Building Official	\$162	\$188	\$215	\$26	
109	Planning	Planning Tech	\$69	\$103	\$115	\$34	
110	Planning	Assistant Planner	\$88	\$131	\$147	\$43	
111	Planning	Associate Planner	\$107	\$160	\$178	\$53	
112	Planning	Senior Planner	\$118	\$176	\$197	\$58	
113	Planning	Planning Manager		\$238	\$266		
114	Encroach / LD - PC / Ins	Engineer Tech I	\$80	\$101	\$114	\$21	

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Schedule of Hourly Billing Rates**

#	Functional Assignment	Job Title	Current	Proposed		Difference	Note
			Current Hourly Billing Rate	Hourly Billing Rate - Regular Hours	Hourly Billing Rate - OT Hours (If Applicable)	Difference	
115	Encroach / LD - PC / Ins	Engineer Tech II	\$89	\$113	\$127	\$24	
116	Encroach / LD - PC / Ins	Engineer Tech III	\$98	\$124	\$140	\$26	
117	Encroach / LD - PC / Ins	Construction Inspector I	\$66	\$113	\$127	\$46	
118	Encroach / LD - PC / Ins	Construction Inspector II	\$73	\$124	\$140	\$51	
119	Encroach / LD - PC / Ins	Assistant Engineer	\$98	\$124	\$140	\$26	
120	Encroach / LD - PC / Ins	Associate Civil Engineer	\$125	\$159	\$179	\$33	
121	Encroach / LD - PC / Ins	Senior Civil Engineer	\$151	\$186	\$210	\$34	
122	Encroach / LD - PC / Ins	Construction Manager	\$113	\$193	\$218	\$80	
123	Encroach / LD - PC / Ins	Engineering Manager		\$214	\$242		
124	Encroach / LD - PC / Ins	City Engineer	\$169	\$225	\$254	\$56	
125	Community Development Admin	Permit Tech I	\$69	\$93	\$105	\$24	
126	Community Development Admin	Permit Tech II	\$69	\$99	\$111	\$30	
127	Community Development Admin	Div Mgr (PW or Community Development)		\$226	\$254		
128	Community Development Admin	Asst Dir of Community Development	\$159	\$226	n/a	\$67	
129	Community Development Admin	Director of Community Development	\$182	\$251	n/a	\$69	
130	Community Development Admin	Director of Public Svcs	\$148	\$264	n/a	\$116	
131	Code Enforcement	Code Enforcement Officer I	\$76	\$88	\$101	\$12	
132	Code Enforcement	Code Enforcement Officer II	\$84	\$97	\$112	\$13	
133	Fire	Firefighter	\$57	\$108	\$126	\$51	
134	Fire	Fire Engineer		\$113	\$131		
135	Fire	Fire Captain	\$73	\$126	\$147	\$53	
136	Fire	Fire Batallion Chief	\$98	\$135	\$167	\$37	
137	Fire	Fire Batallion Chief (GFE)	\$98	\$135	\$167	\$37	
138	Fire	Fire Division Chief		\$135	n/a		
139	Fire	Fire Chief	\$129	\$200	n/a	\$71	
140	Police	Police Officer	\$78	\$126	\$147	\$48	
141	Police	Police Sergeant	\$94	\$160	\$187	\$66	
142	Police	Police Lieutenant	\$136	\$164	\$192	\$28	
143	Police	Police Chief	\$191	\$201	n/a	\$9	
144	Police	Confidential Secretary	\$63	\$78	\$90	\$15	
145	Police	Admin. Analyst I / PIO	\$74	\$98	\$114	\$25	
146	Police	Admin. Analyst II / PIO	\$82	\$109	\$126	\$27	
147	Police	Community Service Officer	\$69	\$78	\$90	\$9	
148	Police	PD Dispatcher I	\$69	\$87	\$101	\$17	
149	Police	PD Dispatcher II	\$77	\$96	\$111	\$19	
150	Police	PD Sr. Dispatcher	\$79	\$114	\$133	\$35	
151	Seasonal - Hourly	Assistant Pool Manager		\$27	\$34		
152	Seasonal - Hourly	College Intern		\$23	\$29		



Schedule of Hourly Billing Rates

			Current	Proposed		Difference	
#	Functional Assignment	Job Title	Current Hourly Billing Rate	Hourly Billing Rate - Regular Hours	Hourly Billing Rate - OT Hours (If Applicable)	Difference	Note
153	Seasonal - Hourly	Lifeguard		\$23	\$29		
154	Seasonal - Hourly	Pool Manager		\$29	\$37		
155	Seasonal - Hourly	Recreation Aide I		\$23	\$29		
156	Seasonal - Hourly	Recreation Aide II		\$25	\$32		
157	Seasonal - Hourly	Senior Recreation Aide		\$27	\$34		
158	Seasonal - Hourly	Water Safety Instructor		\$25	\$32		

Schedule of Admin Charge for Contract Billings

#	Functional Assignment	Job Title / Bargaining Unit	Current	Proposed	Difference	Note
1	All	Administrative Rate Applied to Contract Svc T&M Billing	20% - 45%	40%	varies	

**Schedule of Factors for Calculating Hourly Billing Rates by Position and Salary Step**

#	Functional Assignment	Job Title / Bargaining Unit	Current	Proposed		Difference	Note
			Multiple Base Hourly Salary For Employee Applicable Step by the Following Factor	Multiple Base Hourly Salary For Employee Applicable Step by the Following Factor	Multiple OT Hourly Salary (Regular 1.5) For Employee Applicable Step by the Following Factor	Difference	
1	Building	All	n/a	3.39	2.59	n/a	
2	Planning	All	n/a	4.25	3.17	n/a	
3	Encroach / LD - PC / Ins	All	n/a	3.83	2.89	n/a	
4	Comm Dev Admin	Permit Tech I	n/a	3.82	2.88	n/a	
5	Comm Dev Admin	Permit Tech II	n/a	3.82	2.88	n/a	
6	Comm Dev Admin	Div Mgr (PW or Comm Dev)	n/a	4.04	3.03	n/a	
7	Comm Dev Admin	Asst Dir of Dev Svcs	n/a	4.04	n/a	n/a	
8	Comm Dev Admin	Director of Dev Svcs	n/a	4.04	n/a	n/a	
9	Comm Dev Admin	Director of Public Svcs	n/a	4.04	n/a	n/a	
10	Code Enforcement	All	n/a	3.30	2.53	n/a	
11	Fire	Firefighter	n/a	4.55	3.53	n/a	
12	Fire	Fire Engineer	n/a	4.01	3.09	n/a	
13	Fire	Fire Captain	n/a	3.73	2.91	n/a	
14	Fire	Fire Batallion Chief	n/a	3.37	2.78	n/a	
15	Fire	Fire Batallion Chief (GFE)	n/a	2.64	2.18	n/a	
16	Fire	Fire Division Chief	n/a	1.88	n/a	n/a	
17	Fire	Fire Chief	n/a	3.24	n/a	n/a	
18	Police	Sworn	n/a	2.93	2.29	n/a	
19	Police	Non-Sworn & CSO	n/a	3.21	2.48	n/a	
20	Police	Dispatch	n/a	3.11	2.41	n/a	
21	Seasonal - Hourly	All	n/a	1.75	1.50	n/a	
22	All Others	CLAS	n/a	3.20	2.58	n/a	
23	All Others	LPFA	n/a	See Above	See Above	n/a	
24	All Others	LPOA	n/a	See Above	See Above	n/a	
25	All Others	MMCF	n/a	2.83	2.33	n/a	
26	All Others	PFMM	n/a	See Above	See Above	n/a	
27	All Others	PROF	n/a	2.85	2.35	n/a	
28	All Others	Unrepresented	n/a	2.52	n/a	n/a	

## Attachment B



**Schedule of User and Regulatory Fees**

# City of Lincoln

## MASTER FEE SCHEDULE

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# City of Lincoln

## MASTER FEE SCHEDULE - BUILDING FEES

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

Activity Description	Fee	Charge Basis	Note
1 HVAC Change-Out - Residential	\$170	per permit	
2 HVAC Change-Out - Commercial (per unit)	\$231	per permit	
3 Residential Solar < 10 kW	\$435	per permit	
4 Service Panel Upgrade - Residential	\$170	per permit	
5 Service Panel Upgrade - Commercial	\$231	per permit	
6 Water Heater Change-Out	\$170	per permit	
7 Line Repair - Sewer / Water / Gas	\$170	per permit	
8 Re-pipe	\$312	per permit	
9 Residential Re-Roof			
a) Up to 2,000 SF	\$312	per permit	
b) Each Add'l 1,000 SF or fraction thereof	\$82	per permit	
10 Demolition	\$245	per permit	
11 Temporary Power Pole	\$170	per permit	
12 Swimming Pool/Spa			
a) Swimming Pool / Spa	\$1,060	per permit	
b) Detached Spa / Water Feature	\$312	per permit	
c) Gunite Alteration	\$475	per permit	
d) Equipment Change-out Alone	\$272	per permit	
13 Patio			
a) Standard (Wood/Metal Frame)			
i) Up to 200 SF	\$272	per permit	
ii) Greater than 200 SF	\$353	per permit	
b) Upgraded (with electrical, stucco, fans, etc.)			
i) Up to 200 SF	\$475	per permit	
ii) Greater than 200 SF	\$557	per permit	
14 Window / Sliding Glass Door			
a) Retrofit / Repair			
i) Up to 5	\$231	per permit	
ii) Each additional 5	\$41	per permit	
b) New / Alteration			
i) First	\$312	per permit	
ii) Each additional	\$61	per permit	

# City of Lincoln

## MASTER FEE SCHEDULE - BUILDING FEES

### Determination of Valuation for Fee-Setting Purposes

- Project valuations for new construction shall be based on data published by the International Code Council (ICC) (building valuation data table, typically updated in February and August of each year).
- Project valuations for tenant improvements, remodels, and additions shall be determined using 50% of the ICC building valuation data table when available. Project valuations for general construction shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

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

### B. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits

Total Valuation	Permit Fee		
\$1 to \$4,000	\$163.00		
\$4,001 to \$10,000	\$163.00 for the first \$4,000	plus \$40.76	for each add'l \$1,000 or fraction thereof, to and including \$1,000
\$10,001 to \$50,000	\$407.50 for the first \$10,000	plus \$14.26	for each add'l \$1,000 or fraction thereof, to and including \$1,000
\$50,001 to \$100,000	\$978.00 for the first \$50,000	plus \$13.04	for each add'l \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,630.00 for the first \$100,000	plus \$5.71	for each add'l \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,912.00 for the first \$500,000	plus \$3.91	for each add'l \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,868.00 for the first \$1,000,000	plus \$3.13	for each additional \$1,000 or fraction thereof over \$1,000,000

For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee

**Plumbing inspection fees = Base permit fee x .12**

**Electrical inspection fees = Base permit fee x .12**

**Mechanical inspection fees = Base permit fee x .12**



# City of Lincoln

## MASTER FEE SCHEDULE - BUILDING FEES

### C. Permit Fee for Stand-Alone Mechanical Permit

Total Valuation	Permit Fee		
Up to \$2,000	\$81.50		
\$2,001 to \$4,000	\$163.00		
\$4,001 to \$10,000	\$163.00	for the first \$1,000	plus \$27.66 for each additional \$1,000 or fraction thereof over \$4,000
\$10,000 and up	\$326.00	for the first \$10,000	plus \$11.06 for each additional \$1,000 or fraction thereof over \$10,000

### D. Permit Fee for Stand-Alone Plumbing Permit

Total Valuation	Permit Fee		
Up to \$2,000	\$81.50		
\$2,001 to \$4,000	\$163.00		
\$4,001 to \$10,000	\$163.00	for the first \$1,000	plus \$27.66 for each additional \$1,000 or fraction thereof over \$4,000
\$10,000 and up	\$326.00	for the first \$10,000	plus \$11.06 for each additional \$1,000 or fraction thereof over \$10,000

### E. Permit Fee for Stand-Alone Electrical Permit

Total Valuation	Permit Fee		
Up to \$2,000	\$81.50		
\$2,001 to \$4,000	\$163.00		
\$4,001 to \$10,000	\$163.00	for the first \$1,000	plus \$27.66 for each additional \$1,000 or fraction thereof over \$4,000
\$10,000 and up	\$326.00	for the first \$10,000	plus \$11.06 for each additional \$1,000 or fraction thereof over \$10,000

# City of Lincoln

## MASTER FEE SCHEDULE - BUILDING FEES

### F. Building Plan Review Fees

Activity Description	Proposed Fee	Charge Basis	Note
<b>1 Plan Check Fees</b>			
a) Building Plan Review Fee, if applicable	75%	% of building permit fee	[a]
b) Building Energy Review Fee, if applicable	5%	% of building permit fee	
c) Planning Plan Review Fee, if applicable	Bill Hourly; \$45 Minimum	per hour	
d) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg	% of full plan check fee for entire building	[b]
e) Expedited Plan Check (when applicable)	1.5x standard plan check fee		
f) Master Plan			
i) Master Plan	100% of standard plan check fee		
ii) Production Phase Units / Identical Buildings	25% of standard plan check fee		
g) Alternate Materials and Materials Review (per hour)	\$163	per hour	
h) Excess Plan Review Fee (3rd and subsequent) (per hour)	\$163	per hour	

When applicable, plan check fees shall be paid at the time of application for a building permit.  
The plan checking fee is in addition to the building permit fee

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

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

# City of Lincoln

## MASTER FEE SCHEDULE - BUILDING FEES

### G. Other Fees

Activity Description	Fee	Note
1 Permit Issuance Fee	\$68	
2 General Plan Maintenance Fee (fee per \$1,000 valuation)	\$0.79	[a]
3 Technology Fee (percent of permit fee)	4%	
4 Strong Motion Instrumentation (SMI)		
a) Residential	\$0.50 or valuation x .00013	
b) Commercial	\$0.50 or valuation x .00028	
5 Building Standards (SB 1473) Fee Calculation (Valuation)		
a) \$1 - \$25,000	\$1	
b) \$25,001 - \$50,000	\$2	
c) \$50,001 - \$75,000	\$3	
d) \$75,001 - \$100,000	\$4	
e) Each Add'l \$25,000 or fraction thereof	Add \$1	
6 Certificate of Occupancy		
a) Temporary Certificate of Occupancy (per 30 Days)	\$245	
b) Certificate of Occupancy	\$122	
7 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	\$489	
<b>Copies, Re-Print, Change Of Contractor</b>		
8 Printing Scanned / Archived Drawings	\$11	
9 Job Card / Permit Re-Print	\$54	
10 Change Of Contractor	\$82	
<b>Violation Fees</b>		
11 Investigation Fee For Work Done Without Permits	2x Permit Fee	
<b>Other Fees</b>		
1 Fire Plan Review and Inspection - % of Base Building Permit Fee, if applicable	12%	
2 Phased Inspection Fee (per inspection)	\$82	
3 After Hours Inspection (per hour) (2-hour minimum)	\$196	
4 Re-inspection Fee (3rd Time or More) (each)	\$82	[b]
5 Missed inspection Fee	\$82	
6 Credit Card Transaction Fee	3% - Pass-thru	
7 Fees for Services Not Listed in this Fee Schedule (per hour)	\$163	

[a] Fee not to exceed \$20,000.

[b] Reinspection fee applies after second re-inspection.

# City of Lincoln

## MASTER FEE SCHEDULE - PLANNING FEES

Activity Description		Deposit	Minimum Fee or Fixed Fee	Note
<b>Appeals</b>				
1	Appeal to Planning Commission	\$5,000	\$3,000	
2	Appeal to City Council	\$5,000	\$3,000	
<b>Annexation</b>				
3	Annexation Review	\$15,000	\$10,920	
<b>Business License Review</b>				
4	Home Occupation		\$45	
5	Non-Residential		\$30	
<b>Conditional Use Permit</b>				
6	Conditional Use Permit - New Construction	\$10,000	\$8,190	
7	Conditional Use Permit - Existing	\$3,500	\$3,276	
8	Conditional Use Permit - Renewal	\$3,000	\$2,730	
<b>Design Review</b>				
9	Design Review - Residential	\$5,000	\$4,000	
10	Design Review - Commercial	\$10,000	\$5,824	
11	Design Review - Administrative	\$2,500	\$1,456	
12	Design Review - Administrative actions requiring Planning Commission	\$3,500	\$1,820	
13	Design Review - Modifications	\$2,500	\$1,456	
<b>Determination of Public Convenience or Necessity</b>				
14	Determination of Public Convenience or Necessity	\$3,500	\$3,276	
<b>Development Agreement</b>				
15	Development Agreement	\$15,000	\$10,920	
16	Development Agreement - Amendment	\$15,000	\$10,920	
<b>Development Permits</b>				
17	Development Permits	\$10,000	\$5,824	
18	Planned Unit Development	\$10,000	\$5,824	
19	General Development Plan	\$10,000	\$5,824	
<b>Environmental Review</b>				
20	Environmental Categorical Exemption Review		\$273	
21	Environmental Initial Study	\$4,000	\$2,000	
22	Negative Declaration	\$5,000	\$3,000	
23	Mitigated Negative Declaration	\$10,000	\$8,000	
24	Environmental Impact Report Review	\$20,000	\$15,000	
<b>Extension</b>				
25	Extension for Design Review, Conditional Use & Variance	\$2,500	\$1,911	
26	Extension to Spec Dev Plan/Dev Permit	\$4,500	\$3,276	

# City of Lincoln

## MASTER FEE SCHEDULE - PLANNING FEES

Activity Description		Deposit	Minimum Fee or Fixed Fee	Note
<b>General Plan Amendment</b>				
27	General Plan Amendment	\$15,000	\$10,920	
<b>Map Review</b>				
28	Tentative Parcel Map Review	\$6,000	\$4,368	
29	Tentative Subdivision Map Review - 1 to 50 Lots	\$10,000	\$8,736	
30	Tentative Subdivision Map Review - More than 50 Lots	\$15,000	\$10,920	
31	Certificate of Compliance	\$2,000	\$1,638	
32	Tentative Map Amendment	\$5,000	\$4,000	
<b>Pre-Application</b>				
33	Pre Application Conference	\$1,500	\$728	
<b>Pre-Zoning</b>				
34	Pre-Zoning	\$4,500	\$3,000	
<b>Reversion to Acreage</b>				
35	Reversions to Acreage Review	\$5,000	\$4,368	
<b>Signs</b>				
36	Signs - Temporary Sign/Banner Permit and Captive Balloons		\$273	
37	Signs - "A" Frame Signs		\$273	
38	Temporary Subdivision Sign Review	\$3,000	\$1,456	
<b>Special District Processing</b>				
39	Assessment District / CFD / Special District Processing Fee - Annexation	\$25,000	\$0	
40	Assessment District / CFD / Special District Processing Fee - Formation	\$50,000	\$0	
<b>Specific Plan</b>				
41	Specific Plan	\$25,000	\$21,840	
42	Specific Plan Amendment	\$20,000	\$16,380	
43	Specific Development Plan and Development Permit	\$5,000	\$4,000	
<b>Street Name Processing / Address Processing</b>				
44	Building Address Processing	\$500	\$273	
45	Building Re-Address Processing	\$500	\$273	
46	Street Naming Processing	\$2,500	\$1,911	
<b>Street Right-of-Way Abandonment</b>				
47	Street/R-O-W Abandonment Process	\$8,000	\$6,552	
<b>Substantial Conformance</b>				
48	Substantial Conformance Finding	\$3,000	\$2,000	
<b>Tree (Protected Tree Removal)</b>				
49	Protected Tree Removal Inspection Application - 0-5 Trees		\$200	
50	Protected Tree Removal Inspection Application - 6+ Trees		\$1,000	

# City of Lincoln

## MASTER FEE SCHEDULE - PLANNING FEES

Activity Description		Deposit	Minimum Fee or Fixed Fee	Note
<b>Variance</b>				
51	Administrative Variance	\$1,500	\$1,092	
52	Variance Application	\$5,000	\$4,368	
<b>Zone Change</b>				
53	Rezone Review - Less than 10 Acres	\$10,000	\$8,190	
54	Rezone Review - 10 Acres or More	\$15,000	\$10,920	
<b>Planning Inspection</b>				
55	Planning Inspection		\$100	
<b>CDD Determination Zoning</b>				
56	CDD Determination Zoning	\$1,000	\$700	
<b>Other</b>				
57	Credit Card Transaction Fee		3% - Pass-Thru	
58	Conditions of Approval - Amendment	\$1,500	\$1,092	
59	Land Use Certification Letter	\$500	\$364	
60	Modification of Municipal Code	\$7,500	\$5,460	
61	Transfer Agreement Review and Approval	\$2,000	\$1,092	
62	Special Commission Meeting		\$1,456	
63	Staff Research for Documents or Records	\$250	\$91	
<b>In-Lieu / Mitigation Fee</b>				
64	Parking In-Lieu Fee (per parking space)		\$6,460	
65	Protected Oak Tree Removal Mitigation Fee (per inch)		\$150	[a]
<b>Fees for Services Not Identified In Schedule</b>				
66	See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate Schedule	
<b>Hourly Billing Rates for Deposit-Based Billings</b>				
67	See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate Schedule	

### Full Cost Deposits and Deposit Replenishment

Applicants for Full Cost Entitlement Applications shall pay for all City staff time required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule (as determined by the Community Development Director) will be subject to a full cost reimbursement agreement to be approved by the City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.

Initial deposits as shown on the fee schedule will be collected and held by the City in a deposit account at the time the application is submitted. The cost of staff time will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.

When more than one Full Cost application is submitted, the sum total of the initial full cost deposit amount can be reduced by 20%.

# City of Lincoln

## MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Deposit	Minimum Fee or Fixed Fee	Note
Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. The deposit account will be held open for 90 days after project approval for City to complete any miscellaneous clean up items and to account for all project related costs. Any deposit amounts remaining after final project close out will be returned to applicant. In the event that the deposit account is exhausted prior to final close out, the balance owed to the City will be credited against the plan check and inspection fee deposit at time of improvement plan review.			
As may be required by the Community Development Department for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.			

Refund Policy
<p>Application fees are not refundable except as follows:</p> <p>A. Refund of 100% shall be made if a determination is made by the Community Development Director that the permit and associated fee are not required by the City's Municipal Code or adopted City Resolution.</p> <p>B. If an applicant requests to withdraw a fixed fee application prior to project evaluation, refund of 50% of the applicable fee shall be</p> <p>C. No refund of application fees shall be made after initial project evaluation has commenced, unless a fee waiver is approved by the City Council.</p>

[a] Triple fee if done without prior City approval.

# City of Lincoln

## MASTER FEE SCHEDULE - ENGINEERING/INSPECTION/ENCROACHMENT PERMITS

Activity Description	Deposit or Fee	Fee Structure	Note
1 Final Subdivision Map / Parcel Map Review	\$5,000	Deposit	
2 Map Corrections and Amendments	\$3,000	Deposit	
3 Lot Line Adjustments	\$3,000	Deposit	
4 Improvement Plan Check	\$25,000	Deposit	
5 Improvement Inspection	\$50,000	Deposit	
6 Grading Plan Check - Custom Lot	\$10,000	Deposit	
7 Grading Plan Check - Other	\$25,000	Deposit	
8 Grading Inspection - Custom Lot	\$10,000	Deposit	
9 Grading Inspection - Other	\$50,000	Deposit	
10 Easement Plan Check	\$5,000	Deposit	
11 Water Quality Management Plan	\$3,000	Deposit	
12 Review of Project CC&R's	\$10,000	Deposit	
13 Technical Review	\$1,500	Deposit	
14 Encroachment Permit Inspection (Annual)	\$1,500	Deposit	
<b>General Encroachment Permits</b>			
15 Encroachment Permit - Pool Construction	\$246	Fixed Fee	
16 Encroachment Permit - Residential Driveway (Per Opening)	\$574	Fixed Fee	
17 Encroachment Permit - Temporary Signs	\$82	Fixed Fee	
18 Encroachment Permit - Block Party	\$82	Fixed Fee	
19 Encroachment Permit - Food Carts / Temp Bins	\$82	Fixed Fee	
20 Encroachment Permit - All Others (for Work Expected to Last No More Than Two Days)			[a]
a) Base Fee - Up to Two Days	\$410	Fixed Fee	
b) Each Additional Day	\$164	Fixed Fee	
21 General Encroachment Permit - All Others (for Work Expected to Last More Than Two Days)	\$1,000	Deposit	[a]
22 Construction and Demolition Materials Management Plan - Application Plan Review and Deposit Administration Fee	\$123 plus Deposit	Fixed Fee plus Deposit	
23 Sidewalk Vending Permit			
a) Initial	\$164	Fixed Fee	
b) Renewal	\$82	Fixed Fee	
24 Transportation Permit			
a) Single Trip	\$16	Fixed Fee	[b]
b) Annual	\$90	Fixed Fee	[b]
25 Credit Card Transaction Fee	3% - Direct pass-through to vendor	Fixed Fee	
26 Work Without a Permit or Work Beyond Scope of Permit	2x Permit Fee	Fixed Fee	
27 Additional Inspections (After First Re-inspection)	See Hourly Rate Schedule; 1 hour minimum	Fixed Fee	



# City of Lincoln

## MASTER FEE SCHEDULE - ENGINEERING/INSPECTION/ENCROACHMENT PERMITS

Activity Description	Deposit or Fee	Fee Structure	Note
28 Missed Inspections	See Hourly Rate Schedule; 1 hour minimum	Fixed Fee	
29 Inspections Outside of Normal Business Hours	See Hourly Rate Schedule; 4 hour minimum	Fixed Fee	
30 Additional Plan Review (After 3rd Plan Check)	See Hourly Rate Schedule; 1 hour minimum	Fixed Fee	
<b>Fees for Services Not Identified In Schedule</b>			
31 See Hourly Billing Rate Section of the Fee Schedule	See Hourly Rate Schedule	Deposit	
<b>Hourly Billing Rates for Deposit-Based Billings</b>			
32 See Hourly Billing Rate Section of the Fee Schedule	See Hourly Rate Schedule	Deposit	

### Full Cost Deposits and Deposit Replenishment

Applicants for Full Cost Entitlement Applications shall pay for all City staff time required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule (as determined by the Public Works or Community Development Director) will be subject to a full cost reimbursement agreement to be approved by the City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.
Initial deposits as shown on the fee schedule will be collected and held by the City in a deposit account at the time the application is submitted. The cost of staff time will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.
When more than one Full Cost application is submitted, the sum total of the initial full cost deposit amount can be reduced by 20%.
Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. The deposit account will be held open for 90 days after project approval for City to complete any miscellaneous clean up items and to account for all project related costs. Any deposit amounts remaining after final project close out will be returned to applicant. In the event that the deposit account is exhausted prior to final close out.
As may be required by the Public Works Department or Community Development Department for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.

### Refund Policy

Application fees are not refundable except as follows: A. Refund of 100% shall be made if a determination is made by the Public Works Director or Community Development Director that the permit and associated fee are not required by the City's Municipal Code or adopted City Resolution. B. If an applicant requests to withdraw a fixed fee application prior to project evaluation, refund of 50% of the applicable fee shall be refunded. C. No refund of application fees shall be made after initial project evaluation has commenced, unless a fee waiver is approved by the City Council.
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[a] General encroachment work includes any activity within the public right of way. Fixed fee permit applies to typical utility work with standard WATCH manual traffic control. More complex work requiring additional plan check/traffic control, plan review, testing, and/or inspection, requires a deposit.

[b] Fee is intended to mirror amounts established by State of California.

# City of Lincoln

## MASTER FEE SCHEDULE - PUBLIC SERVICES FEES

Activity Description	Fee	Note
1 Damage to City Property Repair	Actual Cost	
2 Utility Service Application - New Home	\$60	
3 Utility Service Application - Change in Existing Service (Ownership)	\$20	
4 Refuse & Green Waste Collection - Pick Up Call Back	\$25	
5 Refuse & Green Waste Collection - Special Pick Up	\$25, plus disposal costs	
6 Refuse Services - Request for Service Change	\$65	[a]
7 Commercial Key Charge (per month, per dumpster/enclosure)	\$6	
8 Dumpster Replacement (e.g. bins / lids)	Actual Cost	[b]
9 Refuse Container Replacement (e.g. bins / lids)	Actual Cost	[b]
10 Water Meter - Construction Hydrant	\$3,000 Deposit; \$180 One-Time Administrative Fee; \$50 per month rental fee; actual cost of water	
11 Fire - Flow Test		
a) Five Lots or Less	\$350	
b) Subdivisions or Commercial Centers / 5+ Lots	Bill Hourly; \$1,000 Deposit	
12 Water Delinquent Turn Off/On		
a) Monday - Friday 7am - 3pm	\$50	
b) After Hours	\$150	
c) Delinquent Bill Charge	\$1	
d) Tagging Charge	\$7.25	
13 Water Delinquent Turn Off/On (second time - result of customer turning on water without authority)	\$75	
14 Water Delinquent Turn Off/On (third time - result of customer cutting lock and turning on water without authority)	\$110 plus cost of lock	
15 Water Shutoff/Reconnect Fee (due to resident voluntarily discontinuing service and/or service shutoff for resident failing to sign up for service)		
a) Monday - Friday 7am - 3pm	\$50	
b) After Hours	\$150	
16 Water Meter Test (per test - refundable is meter is running fast)	\$110	
17 All Other Services Provided (e.g. review services provided to other divisions / services not listed in this schedule)	See hourly rate schedule	
18 Refuse & Green Waste Collection - Pick Up	See Utility Rate Schedule	
19 Refuse & Green Waste Collection - Second Can Rate	See Utility Rate Schedule	
20 Temporary Bin Requests	See Utility Rate Schedule	
21 Refuse - Extra Pick Up Fee	See Utility Rate Schedule - Commercial Pickup Fee	
22 Sewer Rate	See Utility Rate Schedule	
23 Sewer Connection - High Strength Discharge	See Utility Rate Schedule	
24 Water Rate	See Utility Rate Schedule	
25 Construction Water	See Utility Rate Schedule	
26 Sewer Connection Fee	See Impact Fee Schedule	
27 Transportation Fee	See Impact Fee Schedule	
28 Water Connection Fee (City)	See Impact Fee Schedule	
29 All Other City Impact / Mitigation Fees	See Impact Fee Schedule	

[a] For recovery and pickup of service containers because customer elects to change service needs within 3 months of prior service change.

[b] For lost, damaged, or stolen container.

City of Lincoln

MASTER FEE SCHEDULE - CODE ENFORCEMENT

Activity Description	Fee	Charge Basis	Note
1 Removal of Vehicle Equipment			
a) Costs of Abatement (outside services)	pass-through	per removal	
b) Staff Costs (per hour)	see hourly schedule	per removal	
c) Municipal Citation, if applicable	see LMC	per removal	
2 Nuisance Abatement			
a) Costs of Abatement (outside services)	pass-through	per incident	
b) Staff Costs (per hour)	see hourly schedule	per incident	
c) Municipal Citation, if applicable	see LMC	per incident	

# City of Lincoln

## MASTER FEE SCHEDULE - SPECIAL EVENT

Activity Description		Fee	Note
1	Jump House Permit		
	a) Fee (Per Inflatable)	\$25	
	b) Damage/Cleaning Deposit Fee (Refundable)	\$100	
2	Banner Permit	\$125	
3	Neighborhood Block Party Permit	\$150	
4	Special Event Permit		
	a) Application Review Fee (Non-Refundable)		
	i) Minor: No Special Events and Incident (SEI) Committee Review Required	\$150	
	ii) Major: SEI Committee Review Required	\$300	
	b) Service Charges for Staff Support at Event	T&M - Actual Costs	
	c) Commercial Park Use Permit Fee		
	i) Per Month	\$50	
	ii) Per Year	\$300	
	d) Park/Facility Rental Fee	Varies by Location	
	e) Initial Deposit		
	i) Minor: No Special Events and Incident (SEI) Committee Review Required	\$250	
	ii) Major: SEI Committee Review Required	\$500	

# City of Lincoln

## MASTER FEE SCHEDULE - FIRE PREVENTION

Activity Description		Fee	Charge Basis	Note
<b>Operational Permits</b>				
1	Aerosol Products	\$470	per permit	
2	Amusement Building	\$470	per permit	
3	Apartments/Hotels/Motels			
	a) 3 - 16 Units	\$383	per permit	
	b) 17 - 32 Units	\$470	per permit	
	c) 33 or more Units	\$644	per permit	
4	Candles/Open Flames	\$470	per permit	
5	Carnivals and Fairs	\$470	per permit	
6	Combustible Dust Operations	\$470	per permit	
7	Combustible Storage	\$470	per permit	
8	Commercial Day Care Facility			
	a) 7 - 49 Persons	\$470	per permit	
	b) 50 - 149 Persons	\$644	per permit	
	c) 150 or more Persons	\$818	per permit	
9	Compressed Gases	\$470	per permit	
10	Covered Mall Buildings	\$470	per permit	
11	Cryogenics	\$470	per permit	
12	Dry Cleaning Plant	\$644	per permit	
13	Dust Producing Operations/Storage	\$470	per permit	
14	Explosives Blasting Agent Storage	\$992	per permit	
15	Flammable/Combustible Liquids	\$470	per permit	
16	Garage Repairs/Motor Vehicle Fuel	\$470	per permit	
17	Hazardous Materials	\$644	per permit	
18	Hazardous Production Facilities	\$992	per permit	
19	High Piled Storage	\$470	per permit	
20	Hot Food Vendor - Annual	\$383	per permit	
21	Hot Works/ Cutting & Welding	\$470	per permit	
22	Institutional			
	a) Less Than 6 Patients	\$470	per permit	
	b) 6 or More Patients	\$644	per permit	
	c) Detention Facilities	\$818	per permit	
23	Knox Box Servicing	\$470	per permit	
24	Large Family Day Care			
	a) Large Family Day Care Inspection	\$174	per hour	
	b) Pre-Inspection (at Hourly Rate)	\$174	per hour	
25	Liquid Petroleum Gas (Lpg)	\$470	per permit	
26	Lumber Yard/Woodwork	\$470	per permit	
27	Organic Coating Application	\$470	per permit	
28	Ovens (Industrial Baking/Drying)	\$470	per permit	
29	Places Of Assembly			
	a) Less than 300 Occupant Load	\$470	per permit	
	b) 300 - 999 Occupant Load	\$644	per permit	
	c) 1,000-1500 Occupant Load	\$818	per permit	
	d) 1,500 or more Occupant Load	\$174	per hour	

# City of Lincoln

## MASTER FEE SCHEDULE - FIRE PREVENTION

Activity Description	Fee	Charge Basis	Note
30 Pyrotechnics & Special Effects (Not Fireworks)			
a) Additional Standby Time (per hour)	\$174	per hour	
b) Additional Engine Company (if needed)	\$522	per hour	
31 Pyrotechnics Display (3 Hours)			
a) Additional Standby Time (per hour)	\$174	per hour	
b) Additional Engine Company (if needed)	\$522	per hour	
32 Radioactive Materials	\$470	per permit	
33 Refrigeration Equipment	\$470	per permit	
34 Residential Care Facilities			
a) RCFE	\$174	per hour	
b) 7 or more Residents	\$174	per hour	
c) Pre-Inspection (at Hourly Rate)	\$174	per hour	
35 Spraying Or Dipping	\$470	per permit	
36 Temporary Membrane Structures			
37 Tire Storage	\$470	per permit	
38 Wood Products	\$470	per permit	
<b>Construction Permits</b>			
39 Compressed Gas Systems Inspection			
a) General	\$470	per permit	
b) Hazardous Material	\$470	per permit	
c) Medical Gas	\$470	per permit	
40 Electric Gate Inspection	\$470	per permit	
41 Fire Alarm			
a) New Installation	\$1,479	per permit	
b) Tenant Improvement	\$609	per permit	
c) High Rise	\$174	per hour	
d) Large Fire Alarm Project (+50 Devices)	\$2,523	per permit	
42 Fire Code Board Of Appeals	\$2,088	per permit	
43 Fire Pump System	\$1,827	per permit	
44 Fire Sprinkler System (Commercial)			
a) New Installation < 100 Heads	\$1,131	per permit	
b) New Installation 100-199 Heads	\$1,653	per permit	
c) New Installation 200+ Heads	\$2,871	per permit	
d) Tenant Improvement 1-50 Heads	\$783	per permit	
e) Tenant Improvement 51+ Heads	\$1,131	per permit	
45 Fire Stand Pipe System	\$783	per permit	
46 Hood And Duct System	\$609	per permit	
47 Off Hours Inspections	\$218	per hour	
48 Open Space & Eva	\$870	per permit	
49 Project Plan Revision Review Per Hour	\$174	per hour	
50 Radio Amplification Systems	\$174	per hour	
51 Re-Inspection Fee	\$174	per hour	
52 Smoke Management Systems	\$174	per hour	
53 Special Consultation Services	\$174	per hour	

# City of Lincoln

## MASTER FEE SCHEDULE - FIRE PREVENTION

Activity Description		Fee	Charge Basis	Note
54	Spray Booths	\$783	per permit	
55	Underground Water Systems	\$957	per permit	
<b>Services &amp; Inspections</b>				
56	Ambulance Assistance	\$179	per hour	
57	Emergency (Spilled Load, Hazmat, DUI, ETC. Responses)	\$269	per hour	
58	False Alarm Response			
	a) Up to 3 per 12 months	No Charge	each	
	b) Each after 3 per 12 months	\$269	each	
59	Fire Board Contractor Permit Application	\$392	each	
60	Fire Board Up Use/Evaluation	\$827	each	
61	Fire Flow Hydrant Test	\$174	per hour	
62	Fireworks Sales Permits (Booths)	\$566	per permit	
63	Large Family Day Care Pre-Inspection (At Hourly Rate)	\$174	per hour	
64	Other Fire Code Permits	\$174	per hour	
65	Other Required Inspections Not Specifically Listed	\$174	per hour	
66	Residential Care Facilities Pre-Inspection (At Hourly Rate)	\$174	per hour	
67	Theatrical Fire Performance	\$508	each	
68	Vegetation Management/Grazing/Nuisance Abatement Activities			
	a) Grazing Permit	\$174	per hour	
	b) Fire Fuel/WUI Reduction Compliance Activity	\$174	per hour	
69	Weed Abatement	\$174	per hour	
70	Will Serve Letters/Special Requests	\$522	each	
71	Business General Fire & Life Safety Inspections	\$261		

# City of Lincoln

## MASTER FEE SCHEDULE - POLICE

Activity Description	Fee	Note
1 Alarm Permit	\$20	
2 Alarm Permit Renewal	\$20	
3 Arson Investigation	See Hourly Rate Schedule	
4 Catch and Return Animal to Owner	\$50	
5 Dog Licensing Fee	See PCSO	
6 DUI Accident Response Investigation	See Hourly Rate Schedule	
7 Fingerprinting Service - Ink Prints		
a) Resident	\$18	
b) Non-Resident	\$25	
8 Fingerprinting Service - Live Scan	\$18	
9 Fingerprint - Department of Justice	\$32	[a]
10 Fingerprint - FBI	\$17	[a]
11 Golf Cart Permit	\$50	
12 Impound Vehicle Release	\$125	
13 Liquor Permit Application	\$0	
14 Marijuana Cultivation Permit	\$50	
15 Massage Establishment Permit	\$800	[b]
16 Massage Establishment Permit - Renewal	\$250	[b]
17 Massage Technician Permit	\$250 per permit; \$125 if technician is owner	[b]
18 Massage Technician Permit - Renewal	\$250 per permit; \$125 if technician is owner	[b]
19 Noise Disturbance Response - Call Back	\$95	[c]
20 Police Audio Tape Reproduction	\$10	
21 Police Photo Reproduction	\$10	
22 Police Report Copy	\$10	
23 Records Checks/Clearance Letter	\$25	
24 Permit: Range, Hunting, Special Ag Shooting - Initial	\$25	
25 Permit: Range, Hunting, Special Ag Shooting - Renewal	\$10	
26 Taxi Cab Operations Permit	\$200	
27 Taxi Cab Permit	\$50	
28 Tow Truck Permit	\$200	
29 Vehicle Equipment Correction Inspection		
a) Citations issued by Lincoln PD	\$0	
b) Citations issued by Other Agency	\$10	
30 VIN Verification	\$25	

[a] This fee is not established by the City of Lincoln. It may be collected on behalf of, or directly by, a third party (e.g. vendor; other public agency). The fee schedule is intended to mirror amounts adopted by third parties. If the amount charged by a third party changes, the amounts collected by the City on behalf of the third party are presumed to change simultaneously. Amounts shown in the fee schedule will be updated as soon as practicable after the City receives notice of the fee change.

[b] Required every two years.

[c] Responding to a noise disturbance call more than once in a 24-hour period of time. No charge for first response. Fee applies for each response after first.



# City of Lincoln

## MASTER FEE SCHEDULE - LIBRARY

Activity Description		Fee	Charge Basis	Note
1	Extended Loan/Overdue Fine — DVDs	\$1	per DVD, per day	
2	Extended Loan/Overdue Fine — Other Items			
	a) Per Day	\$0.25	per item	
	b) Maximum	\$7.50	per item	
3	Damage to Item			
	a) Repairable	\$5	per occurrence	
	b) Unusable			
	i) Processing Fee	\$7.50	per item	
	ii) Replacement Cost of Item	Actual Cost	per item	
4	Lost Item			
	a) Unusable	\$7.50	per item	
	b) Processing Fee	Actual Cost	per item	
5	Photocopies or printouts			
	a) black and white	\$0.25	per page	
	b) color	\$0.50	per page	
6	Fax/Scan	\$1	per page	
7	Test Proctor	\$25	per test	

# City of Lincoln

## MASTER FEE SCHEDULE - LIBRARY (ROOM RENTALS)

Activity Description	Resident Non-Profit	Resident	Non-Resident	Charge Basis	Note
1 Community Room or Homework Center Rental	\$30	\$40	\$60	per hour	[a]
2 Small Meeting Room Rental	\$15	\$20	\$25	per hour	[a]
3 Technology Center Rental	\$150	\$200	\$300	per hour	[a]; [b]
4 Library Rental-One Floor Carnegie	\$15	\$20	\$25	per hour	[a]
5 Library Rental-Both Floors Carnegie	\$30	\$40	\$60	per hour	[a]
6 Meeting Rooms - Twelve Bridges	\$150	\$250	\$300	per hour	[a]
7 Full Library Rental - Twelve Bridges	\$250	\$350	\$500	per hour	[a]

Activity Description	Fee	Charge Basis	Note
8 Room Rental Deposit			
a) Deposit	\$250	per rental	
b) Minimum cleaning charge	\$50	per rental	[c]
9 Meeting Room Cancellation, Setup or Breakdown			
a) Cancellation	\$25	each	
b) Setup or Breakdown	\$25	each	
10 Private programs by staff	Cost of meeting room, setup, breakdown, and staffing		
11 Staff for rental of Library or internal meeting rooms when required, especially when library is closed	\$25	per staff member, per hour	

### Notes:

[a] All rentals require additional insurance at the cost of the renter, see guidelines. Additional charges for clean up and staffing may

[b] Does not include Redwood Technology Center.

[c] Charge for cleaning and maintenance if room is not returned to original condition.

City of Lincoln
MASTER FEE SCHEDULE - AIRPORT FEES

Activity Description	Fee	Charge Basis	Note
1 After Hour Jet Fuel Service	\$118	per hour, 2-hour minimum	
2 Aircraft Tie Down Fee			
a) Per Day	\$8		
b) Per Month	\$75		
3 Construction Oversight Fee	\$776		[a]
4 Corporate Jet Landing & Ramp Fee	\$113		

[a] Plus pass-through of City Attorney and outside agency/vendor review costs when applicable.

# City of Lincoln

## MASTER FEE SCHEDULE - ADMINISTRATIVE FEES

Activity Description		Fee	Charge Basis	Note
1	Providing Materials on Digital Media			
	a) Cost of Digital Media	actual cost		
	b) Mailing Costs (Postage & Materials), if applicable	actual cost		
2	Document Reproduction			
	a) 8.5" x 11" - 8.5" x 17"	\$0.20	per side	
	b) Oversize	actual cost		
3	Returned Check Fee			
	a) First	\$25	each	
	b) Each Additional	\$35	each	
4	EFT/ACH Return/Error	\$25	each	
5	Finance Charge on Delinquent Accounts	1%	per month	
6	Requests Requiring Formatting, Development, etc.	See hourly billing rate schedule		[a]

[a] Plus outside agency/vendor review costs when applicable.

# City of Lincoln

## MASTER FEE SCHEDULE - BUSINESS LICENSES TAXES / FEES

Activity Description		Fee	Note
<b><u>Business License Tax</u></b>			
1	Business License Tax - Late Payment Penalty	40% of license tax per month; max penalty of 50% of license tax due	
2	Business License Tax - Annual	\$30 / license	
3	Business License Tax - Rental of Residential Property	\$50 for first six units per year and \$10 per year for each add'l unit	
4	Business License Tax - Solicitor Permit	\$80 per person per year	
5	Business License Tax - Street Vendors	\$100 per year	
6	Business License Tax - Utilities	\$24 per year	
7	Issuance of Duplicate Business License	\$5	
<b><u>Business License Fees</u></b>			
1	Application - Commercial	\$30	
2	Application - (Residential/Home Occupation)	\$45	
3	Application - (Street Vendor Permit)	\$80	
4	Application - (Non-Profit/Veteran)	\$0	
5	Business License Renewal	\$5	

\* Additional fees apply for any amounts collected on behalf of the State of California.

# City of Lincoln

## MASTER FEE SCHEDULE - FACILITY RENTAL FEES

Activity Description	Fee	Charge Basis	Note
<b>1 Lincoln Community Center Gym Rental</b>			
a) Court Use			
i) Resident	\$40	per hour	
ii) Non-Resident	\$50	per hour	
b) Court Setup (per court)	\$25	per court	[a]
c) Volleyball Equipment	\$25	per court / per day	[a]
d) Scoreboard	\$50	per day	
e) Scorekeepers	\$20	per hour per staff	
f) Refuse			
i) Up to 500 people	\$50		
ii) 501 - 1,000 people	\$100		
iii) Over 1,000 people	\$150		
g) Damage Deposit	\$400	refundable deposit	
<b>2 Lincoln Community Center Gym/Stage Rental</b>			[b]
<b>Non-Athletic Event</b>			
a) Gym / Stage Use	\$75	per hour	[b]
b) Refuse & Gym Floor Cleaning Fee			
i) Without Food	\$100		
ii) With Food	\$200		
c) Damage Deposit	\$400	refundable deposit	
<b>3 Lincoln Community Center Classroom</b>			
a) Room Rental			
i) Resident	\$25	per hour	
ii) Non-Resident	\$30	per hour	
b) Damage Deposit	\$200	refundable deposit	
<b>4 Lincoln Community Center Conference Room</b>			
a) Room Rental			
i) Resident	\$12.50	per hour	
ii) Non-Resident	\$15	per hour	
b) Damage Deposit	\$100	refundable deposit	
<b>5 McBean Park Gazebo/Bandstand</b>			
a) Rental Fee			
i) Resident	\$25	per hour	
ii) Non-Resident	\$30	per hour	
b) Damage Deposit	\$400	refundable deposit	
<b>6 McBean Park (Open Space)</b>			
a) Rental Fee			
i) Resident	\$25	per hour	
ii) Non-Resident	\$30	per hour	
b) Damage Deposit	\$400	refundable deposit	
<b>7 Beerman's Plaza</b>			
a) Rental Fee			
i) Resident	\$25	per hour	
ii) Non-Resident	\$30	per hour	
b) Damage Deposit	\$400	refundable deposit	

# City of Lincoln

## MASTER FEE SCHEDULE - FACILITY RENTAL FEES

Activity Description	Fee	Charge Basis	Note
<b>8 Civic Center</b>			
a) Full Day			
i) Resident	\$880	per day	
ii) Non-Resident	\$1,010	per day	
b) Half Day			
i) Resident	\$575	per day	
ii) Non-Resident	\$660	per day	
c) Hourly Rental - (Monday - Thursday Only) w/ No Set-up & Clean-up			
i) Resident	\$60	per hour	
ii) Non-Resident	\$75	per hour	
iii) Set-up / Clean-up Fee; if Requested/Required (Add to Hourly Fee)	\$300		
d) Damage Deposit	\$400	refundable deposit	

[a] Includes use of 20 chairs for team seating.

[b] Set-up and tear-down is not provided and must be done by renter. Tables are not available for rent. Event scheduling based on availability.

City of Lincoln

MASTER FEE SCHEDULE - MCBEAN STADIUM RENTAL FEES

Activity Description	Fee	Charge Basis	Note
1 McBean Stadium Rental			
a) Matinee (weekdays before 4pm)	\$50	per hour	
b) Prime Time (weekdays after 4pm, weekends & holidays)	\$75	per hour	
c) Half Day (up to 6 hours)	\$300		
d) Full Day (7am - 10pm)	\$750		
e) Lights	\$25	per hour	
f) Maintenance	\$125	per hour	[a]
g) Damage Deposit	\$1,000	refundable deposit	

[a] Fee per man hour for maintenance to be withheld from damage deposit should the non-compliance with any guidelines, rules, regulations or procedures require the attention of City staff.



# City of Lincoln

## MASTER FEE SCHEDULE - PAVILION / BBQ AREA FEES

Activity Description		Fee	Charge Basis	Note
<b>Pavilion Rental</b>				
1	Pavilion - Full Day Rental (Over 6 hours)			
	a) Rental Rate			
	i) Resident	\$1,055	per day	
	ii) Non-Resident	\$1,235	per day	
	iii) Resident Non-Profit (Sunday - Friday Only)	\$790	per day	
	b) Additional Non-Refundable Clean-up Fee for Crab/Lobster Feeds/Fund Raisers	\$100		
	c) Damage Deposit	\$400 - \$600	refundable deposit	
2	Pavilion - Half Day Rental (Up to 6 hours) (Monday - Thursday Only)			[a]
	a) Rental Rate			
	i) Resident	\$705	per day	
	ii) Non-Resident	\$835	per day	
	b) Additional Non-Refundable Clean-up Fee for Crab/Lobster Feeds/Fund Raisers	\$100		
	c) Damage Deposit	\$400 - \$600	refundable deposit	
<b>BBQ Area Rental</b>				
3	BBQ Area Rental (Monday - Thursday Only)			
	a) Rental Rate			
	i) Resident	\$705	per day	
	ii) Non-Resident	\$835	per day	
	b) Damage Deposit	\$400 - \$600	refundable deposit	
<b>Pavilion / BBQ Area - Hourly Rate (Monday - Thursday Only)</b>				
4	BBQ / Pavilion BBQ Area Rental w/ No Set-up & Clean-up			[a]
	a) Rental Rate			
	i) Resident	\$75	per hour	
	ii) Non-Resident	\$100	per hour	
	b) Set-up / Clean-up Fee; if Requested/Required (Add to Hourly Fee)	\$375		
5	Kitchen (with BBQ Area Rental)	\$100		
<b>Covered Picnic Area Rental</b>				
6	Covered Picnic Area Rental			
	a) Nathan Dubin Small Shade Structure	\$75	per day	
	b) Nathan Dubin Large Shade Structure	\$100	per day	
	c) Nathan Dubin Both Shade Structures	\$150	per day	
	d) Markham Park	\$75	per day	

[a] Rental rate applies Monday through Thursday only.

# City of Lincoln

## MASTER FEE SCHEDULE - SPORTS FIELD / COURT RENTAL FEES

Activity Description	Fee	Charge Basis	Note
<b>1 Sports Field Rental</b>			
a) Sports Field Rental - Local Youth Organization	\$15	per player, per season	
b) Soccer Field Rental			
i) Resident	\$25	per hour	
ii) Non-Resident	\$30	per hour	
iii) Tournaments	\$27.50	per hour	
c) Softball/Baseball Field Rental			
i) Resident	\$15	per hour	
ii) Non-Resident	\$20	per hour	
iii) Tournaments	\$17.50	per hour	
d) Damage Deposit (per field)	\$250	refundable deposit	
<b>2 Sports Field Rental - Light Use</b>			
a) Local Youth Organization / Resident	\$15	per hour	
b) Non-Resident	\$22.50	per hour	
c) Tournament	\$17.50	per hour	
<b>3 Field Preparation, Maintenance, Scoreboard, etc.</b>			
a) Softball Field Rental - Initial Field Preps	\$37.50	per field	
b) Softball Field Rental - Maintenance			[a]
i) Maintenance Fee	\$300	per day	
ii) Additional Maintenance Fee (after 12 hours)	\$30	per hour	
c) Softball Field Rental - Scoreboard	\$25	per day, per field	
d) Softball Field Rental - Temporary Fence Set-up	\$62.50	per field	
e) Softball/Soccer Field Rental - Refuse			
i) Up to 500 people	\$50		
ii) 501 - 1,000 people	\$100		
iii) Over 1,000 people	\$150		
<b>4 Tennis Court Rental Fee</b>	\$10	per hour	

[a] Restrooms, trash, between game preps, etc.

City of Lincoln
MASTER FEE SCHEDULE - AQUATICS FACILITY RENTAL FEES

Activity Description	Fee	Charge Basis	Note
1 Pool Rental			
a) Per Hour - 2 hour minimum; up to 50 persons	\$125	per hour	
b) Additional Lifeguard Fee (for rentals in excess of 50 persons)	\$30	per hour, per guard	[a]

[a] For rentals with attendance in excess of 50 persons, additional lifeguard fee applies per 20 people in excess of the first 50 attendees.



**Schedule of Hourly Billing Rates**

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Schedule of Hourly Billing Rates**

#	Functional Assignment	Job Title	Hourly Billing Rate - Regular Hours	Hourly Billing Rate - OT Hours (If Applicable)
1	Admin	Office Assistant I	\$52	\$64
2	Admin	Office Assistant II	\$57	\$70
3	Admin	Senior Office Assistant	\$63	\$77
4	Admin	Senior Office Assistant (GFE)	\$66	\$81
5	Admin	Office Supervisor	\$68	\$84
6	Admin	Confidential Secretary	\$69	\$85
7	Admin	Confidential Secretary	\$68	\$85
8	Admin	Executive Asst	\$84	\$104
9	Admin	Records Coordinator	\$68	\$85
10	Airport	Airport Maintenance Worker I	\$67	\$81
11	Airport	Airport Maintenance Worker II	\$73	\$89
12	Airport	Senior Airport Maintenance Worker	\$94	\$114
13	Airport	Airport Manager	\$149	\$184
14	City Manager	Assistant City Manager	\$187	n/a
15	City Manager	City Manager	\$234	n/a
16	City Attorney	City Attorney	\$237	n/a
17	Clerk	Deputy City Clerk	\$87	n/a
18	Clerk	City Clerk	\$118	n/a
19	Economic Dev	Economic Development Specialist	\$117	\$145
20	Economic Dev	Economic Development Manager	\$133	\$165
21	Finance / Admin	Account Clerk I	\$57	\$70
22	Finance / Admin	Account Clerk I (GFE)	\$60	\$74
23	Finance / Admin	Account Clerk II	\$63	\$77
24	Finance / Admin	Account Clerk II (GFE)	\$66	\$81
25	Finance / Admin	Accounts Payable Specialist	\$69	\$85
26	Finance / Admin	Senior Account Clerk	\$69	\$85
27	Finance / Admin	Senior Account Clerk (GFE)	\$73	\$90
28	Finance / Admin	Accountant I	\$80	\$99
29	Finance / Admin	Accountant II	\$88	\$109
30	Finance / Admin	Senior Accountant	\$97	\$120
31	Finance / Admin	Payroll Tech	\$89	\$110
32	Finance / Admin	Grant Coordinator	\$88	\$108
33	Finance / Admin	Administrative Analyst I	\$87	\$107
34	Finance / Admin	Administrative Analyst II	\$95	\$118
35	Finance / Admin	Administrative Analyst I/PIO	\$87	\$107
36	Finance / Admin	Administrative Analyst II/PIO	\$96	\$119
37	Finance / Admin	Senior Administrative Analyst (GFE)	\$121	\$149
38	Finance / Admin	Senior Administrative Analyst (Confidential)	\$122	\$151
39	Finance / Admin	Principal Accountant	\$138	\$170
40	Finance / Admin	Accounting Manager	\$138	\$170
41	Finance / Admin	Budget Manager	\$138	\$170
42	Finance / Admin	Financial Analyst	\$158	\$196
43	Housing / Special Projects	Housing & Spcl Projects Coord.	\$73	\$90

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Schedule of Hourly Billing Rates**

#	Functional Assignment	Job Title	Hourly Billing Rate - Regular Hours	Hourly Billing Rate - OT Hours (If Applicable)
44	Human Resources	Human Resources Tech I	\$65	\$81
45	Human Resources	Human Resources Tech II	\$72	\$89
46	Human Resources	Senior Human Resources Tech	\$79	\$98
47	Human Resources	Human Resources Analyst I	\$88	\$109
48	Human Resources	Human Resources Analyst II	\$97	\$121
49	Human Resources	Human Resources Manager	\$128	n/a
50	IT / GIS	Information Systems Tech I	\$73	\$90
51	IT / GIS	Information Systems Tech II	\$80	\$99
52	IT / GIS	Senior Information Systems Tech	\$88	\$108
53	IT / GIS	GIS Analyst I	\$98	\$121
54	IT / GIS	GIS Analyst II	\$119	\$147
55	IT / GIS	Information Systems Manager	\$142	\$176
56	Library	Librarian I	\$73	\$90
57	Library	Librarian II	\$80	\$99
58	Library	Library Assistant	\$61	\$75
59	Library	Library Clerk	\$52	\$64
60	Library	Library Coordinator	\$75	\$92
61	Library	Library Manager	\$92	n/a
62	Library	Library Media Teacher	\$129	\$160
63	Library	Director of Library Services	\$136	n/a
64	Maintenance	Mechanic Helper	\$62	\$75
65	Maintenance	Equipment Mechanic I	\$85	\$103
66	Maintenance	Equipment Mechanic II	\$93	\$113
67	Maintenance	Senior Equipment Mechanic	\$103	\$124
68	Maintenance	Senior Equipment Mechanic (GFE)	\$119	\$144
69	Maintenance	Maintenance Worker I	\$67	\$81
70	Maintenance	Maintenance Worker II	\$73	\$89
71	Maintenance	Senior Maintenance Worker	\$85	\$103
72	Maintenance	Maintenance Svcs Manager	\$149	\$184
73	Purchasing	Purchasing Clerk I	\$57	\$71
74	Purchasing	Purchasing Clerk II	\$63	\$78
75	Purchasing	Purchasing Officer I	\$73	\$90
76	Purchasing	Purchasing Officer II	\$81	\$100
77	Purchasing	Purchasing Manager	\$106	\$131
78	Recreation	Recreation Coordinator	\$62	\$76
79	Recreation	Recreation Supervisor	\$75	\$92
80	Recreation	Recreation Program Manager	\$101	\$124
81	Recreation	Asst Dir of Recreation	\$142	\$176
82	Support Svcs Director	Asst Dir of Support Svcs	\$158	\$196
83	Support Svcs Director	Director of Support Services	\$151	n/a
84	Transit	Senior Transit Driver	\$73	\$89
85	Transit	Transit Operator	\$70	\$85
86	Transit	Transit Supervisor	\$69	\$85

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Schedule of Hourly Billing Rates**

#	Functional Assignment	Job Title	Hourly Billing Rate - Regular Hours	Hourly Billing Rate - OT Hours (If Applicable)
87	Utilities	Meter Reader	\$67	\$81
88	Utilities	Customer Service Representative	\$66	\$81
89	Utilities	Customer Service Supervisor	\$97	\$120
90	Utilities	Senior Water Technician	\$98	\$119
91	Utilities	Wastewater Mechanical Maintenance Tech I	\$81	\$98
92	Utilities	Wastewater Mechanical Maintenance Tech II	\$89	\$108
93	Utilities	Wastewater Plant Operator I	\$77	\$93
94	Utilities	Wastewater Plant Operator II	\$85	\$103
95	Utilities	Wastewater System Technician I	\$81	\$98
96	Utilities	Wastewater System Technician II	\$89	\$108
97	Utilities	Wastewater Treatment Plant Lab Analyst	\$93	\$113
98	Utilities	Water Technician I	\$81	\$98
99	Utilities	Water Technician II	\$89	\$108
100	Utilities	Public Services Supervisor	\$97	\$120
101	Utilities	Supervising Water Facilities Oper	\$109	\$134
102	Utilities	Utilities Maintenance Supervisor	\$115	\$142
103	Utilities	Environmental Svcs Manager	\$149	\$184
104	Building	Building Inspector I	\$100	\$115
105	Building	Building Inspector II	\$110	\$126
106	Building	Building Inspector III	\$116	\$133
107	Building	Supervising Building Inspector	\$127	\$146
108	Building	Building Official	\$188	\$215
109	Planning	Planning Tech	\$103	\$115
110	Planning	Assistant Planner	\$131	\$147
111	Planning	Associate Planner	\$160	\$178
112	Planning	Senior Planner	\$176	\$197
113	Planning	Planning Manager	\$238	\$266
114	Encroach / LD - PC / Ins	Engineer Tech I	\$101	\$114
115	Encroach / LD - PC / Ins	Engineer Tech II	\$113	\$127
116	Encroach / LD - PC / Ins	Engineer Tech III	\$124	\$140
117	Encroach / LD - PC / Ins	Construction Inspector I	\$113	\$127
118	Encroach / LD - PC / Ins	Construction Inspector II	\$124	\$140
119	Encroach / LD - PC / Ins	Assistant Engineer	\$124	\$140
120	Encroach / LD - PC / Ins	Associate Civil Engineer	\$159	\$179
121	Encroach / LD - PC / Ins	Senior Civil Engineer	\$186	\$210
122	Encroach / LD - PC / Ins	Construction Manager	\$193	\$218
123	Encroach / LD - PC / Ins	Engineering Manager	\$214	\$242
124	Encroach / LD - PC / Ins	City Engineer	\$225	\$254
125	Community Development Admin	Permit Tech I	\$93	\$105
126	Community Development Admin	Permit Tech II	\$99	\$111
127	Community Development Admin	Div Mgr (PW or Community Development)	\$226	\$254
128	Community Development Admin	Asst Dir of Community Development	\$226	n/a
129	Community Development Admin	Director of Community Development	\$251	n/a

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Schedule of Hourly Billing Rates**

#	Functional Assignment	Job Title	Hourly Billing Rate - Regular Hours	Hourly Billing Rate - OT Hours (If Applicable)
130	Community Development Admin	Director of Public Svcs	\$264	n/a
131	Code Enforcement	Code Enforcement Officer I	\$88	\$101
132	Code Enforcement	Code Enforcement Officer II	\$97	\$112
133	Fire	Firefighter	\$108	\$126
134	Fire	Fire Engineer	\$113	\$131
135	Fire	Fire Captain	\$126	\$147
136	Fire	Fire Batallion Chief	\$135	\$167
137	Fire	Fire Batallion Chief (GFE)	\$135	\$167
138	Fire	Fire Division Chief	\$135	n/a
139	Fire	Fire Chief	\$200	n/a
140	Police	Police Officer	\$126	\$147
141	Police	Police Sergeant	\$160	\$187
142	Police	Police Lieutenant	\$164	\$192
143	Police	Police Chief	\$201	n/a
144	Police	Confidential Secretary	\$78	\$90
145	Police	Admin. Analyst I / PIO	\$98	\$114
146	Police	Admin. Analyst II / PIO	\$109	\$126
147	Police	Community Service Officer	\$78	\$90
148	Police	PD Dispatcher I	\$87	\$101
149	Police	PD Dispatcher II	\$96	\$111
150	Police	PD Sr. Dispatcher	\$114	\$133
151	Seasonal - Hourly	Assistant Pool Manager	\$27	\$34
152	Seasonal - Hourly	College Intern	\$23	\$29
153	Seasonal - Hourly	Lifeguard	\$23	\$29
154	Seasonal - Hourly	Pool Manager	\$29	\$37
155	Seasonal - Hourly	Recreation Aide I	\$23	\$29
156	Seasonal - Hourly	Recreation Aide II	\$25	\$32
157	Seasonal - Hourly	Senior Recreation Aide	\$27	\$34
158	Seasonal - Hourly	Water Safety Instructor	\$25	\$32



City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Administrative Charge Applicable to T&M Invoices Received from Professional Services Support**

Description	Total
Administrative Rate Applied to Contract Svc T&M Billing	40%

**Schedule of Factors for Calculating Hourly Billing Rates by Position and Salary Step**

#	Functional Assignment	Job Title / Bargaining Unit	Multiple Base Hourly Salary For Employee Applicable Step by the Following Factor	Multiple OT Hourly Salary (Regular 1.5) For Employee Applicable Step by the Following Factor
1	Building	All	3.39	2.59
2	Planning	All	4.25	3.17
3	Encroach / Land Dev - PC / Ins	All	3.83	2.89
4	Community Development Admin	Permit Tech I	3.82	2.88
5	Community Development Admin	Permit Tech II	3.82	2.88
6	Community Development Admin	Div Mgr (PW or Community Development)	4.04	3.03
7	Community Development Admin	Asst Dir of Community Development	4.04	n/a
8	Community Development Admin	Director of Community Development	4.04	n/a
9	Community Development Admin	Director of Public Svcs	4.04	n/a
10	Code Enforcement	All	3.30	2.53
11	Fire	Firefighter	4.55	3.53
12	Fire	Fire Engineer	4.01	3.09
13	Fire	Fire Captain	3.73	2.91
14	Fire	Fire Batallion Chief	3.37	2.78
15	Fire	Fire Batallion Chief (GFE)	2.64	2.18
16	Fire	Fire Division Chief	1.88	n/a
17	Fire	Fire Chief	3.24	n/a
18	Police	Sworn	2.93	2.29
19	Police	Non-Sworn & CSO	3.21	2.48
20	Police	Dispatch	3.11	2.41
21	Seasonal / Hourly	All	1.75	1.50
22	All Others	CLAS	3.20	2.58
23	All Others	LPFA	See Above	See Above
24	All Others	LPOA	See Above	See Above
25	All Others	MMCF	2.83	2.33
26	All Others	PFMM	See Above	See Above
27	All Others	PROF	2.85	2.35
28	All Others	Unrepresented	2.52	n/a

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

**Composite Hourly Billing Rates for Fixed Fee Services**

Functional Unit	Total
Planning	\$182
Fire Prevention	\$174
Encroachments / Engineering / Land Dev - PC, Inspections	\$164
Building	\$163

## Attachment C



**BEFORE AND AFTER ILLUSTRATION OF FEES**

***SIGNIFICANT FEE RESTRUCTURING IS PROPOSED. CURRENT FEE AMOUNTS SHOWN ARE FOR INFORMATIONAL PURPOSES ONLY, IN ORDER TO PROVIDE ORDER OF MAGNITUDE INFORMATION.***

**City of Lincoln**  
**BEFORE AND AFTER ILLUSTRATION OF FEES**  
**SIGNIFICANT FEE RESTRUCTURING IS PROPOSED. CURRENT FEE AMOUNTS SHOWN ARE FOR INFORMATIONAL**  
**PURPOSES ONLY, IN ORDER TO PROVIDE ORDER OF MAGNITUDE INFORMATION.**

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City of Lincoln
BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

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

Activity Description		Current Fee	Proposed Fee	Difference	Charge Basis	Note
1	HVAC Change-Out - Residential	\$145	\$170	\$25	per permit	
2	HVAC Change-Out - Commercial (per unit)	\$201	\$231	\$30	per permit	
3	Residential Solar < 10 kW	\$445	\$435	(\$10)	per permit	
4	Service Panel Upgrade - Residential	\$98	\$170	\$72	per permit	
5	Service Panel Upgrade - Commercial	\$98	\$231	\$133	per permit	
6	Water Heater Change-Out	\$86	\$170	\$84	per permit	
7	Line Repair - Sewer / Water / Gas	\$73	\$170	\$97	per permit	
8	Re-pipe	\$299	\$312	\$13	per permit	
9	Residential Re-Roof					
	a) Up to 2,000 SF	varies - depends on valuation	\$312	varies	per permit	
	b) Each Add'l 1,000 SF or fraction thereof	varies - depends on valuation	\$82	varies	per permit	
10	Demolition	\$104	\$245	\$141	per permit	
11	Temporary Power Pole	\$84	\$170	\$86	per permit	
12	Swimming Pool/Spa					
	a) Swimming Pool / Spa	varies - depends on valuation	\$1,060	varies	per permit	
	b) Detached Spa / Water Feature	varies - depends on valuation	\$312	varies	per permit	
	c) Gunite Alteration	varies - depends on valuation	\$475	varies	per permit	
	d) Equipment Change-out Alone	varies - depends on valuation	\$272	varies	per permit	
13	Patio					
	a) Standard (Wood/Metal Frame)					
	i) Up to 200 SF	varies - depends on valuation	\$272	varies	per permit	
	ii) Greater than 200 SF	varies - depends on valuation	\$353	varies	per permit	
	b) Upgraded (with electrical, stucco, fans, etc.)					
	i) Up to 200 SF	varies - depends on valuation	\$475	varies	per permit	
	ii) Greater than 200 SF	varies - depends on valuation	\$557	varies	per permit	
14	Window / Sliding Glass Door					
	a) Retrofit / Repair					
	i) Up to 5	varies - depends on valuation	\$231	varies	per permit	
	ii) Each additional 5	varies - depends on valuation	\$41	varies	per permit	
	b) New / Alteration					
	i) First	varies - depends on valuation	\$312	varies	per permit	
	ii) Each additional	varies - depends on valuation	\$61	varies	per permit	

City of Lincoln  
BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

- Project valuations for new construction shall be based on data published by the International Code Council (ICC) (building valuation data table, typically updated in February and August of each year).
- Project valuations for tenant improvements, remodels, and additions shall be determined using 50% of the ICC building valuation data table when available. Project valuations for general construction shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

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

B. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits

Total Valuation	Current Permit Fee					Proposed Permit Fee					Difference	Note
\$1 to \$4,000	\$43.50					\$163.00					\$120	
\$4,001 to \$10,000	\$134.50	for the first \$4,000	plus	\$15.00	for each add'l \$1,000 or fraction thereof, to and including \$1,000	\$163.00	for the first \$4,000	plus	\$40.76	for each add'l \$1,000 or fraction thereof, to and including \$1,000	\$29	
\$10,001 to \$50,000	\$224.50	for the first \$10,000	plus	\$11.10	for each add'l \$1,000 or fraction thereof, to and including \$1,000	\$407.50	for the first \$10,000	plus	\$14.26	for each add'l \$1,000 or fraction thereof, to and including \$1,000	\$183	New structure allows for calculation of M,P,E permits rather than having to rely on fixture counts, HP, appliance type, etc.
\$50,001 to \$100,000	\$726.75	for the first \$50,000	plus	\$7.00	for each add'l \$1,000 or fraction thereof, to and including \$100,000	\$978.00	for the first \$50,000	plus	\$13.04	for each add'l \$1,000 or fraction thereof, to and including \$100,000	\$251	
\$100,001 to \$500,000	\$1,076.75	for the first \$100,000	plus	\$5.60	for each add'l \$1,000 or fraction thereof, to and including \$500,000	\$1,630.00	for the first \$100,000	plus	\$5.71	for each add'l \$1,000 or fraction thereof, to and including \$500,000	\$553	
\$500,001 to \$1,000,000	\$3,316.75	for the first \$500,000	plus	\$5.75	for each add'l \$1,000 or fraction thereof, to and including \$1,000,000	\$3,912.00	for the first \$500,000	plus	\$3.91	for each add'l \$1,000 or fraction thereof, to and including \$1,000,000	\$595	Significant restructuring proposed. Current fees are for estimation purposes only.
\$1,000,001 and up	\$6,191.75	for the first \$1,000,000	plus	\$4.65	for each additional \$1,000 or fraction thereof over \$1,000,000	\$5,868.00	for the first \$1,000,000	plus	\$3.13	for each additional \$1,000 or fraction thereof over \$1,000,000	(\$324)	

For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee

- Plumbing inspection fees = Base permit fee x .12
- Electrical inspection fees = Base permit fee x .12
- Mechanical inspection fees = Base permit fee x .12



City of Lincoln  
BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

C. Permit Fee for Stand-Alone Mechanical Permit

Total Valuation	Permit Fee					Permit Fee					Difference	Note
Up to \$2,000	\$43.50					\$81.50					\$38	
\$2,001 to \$4,000	\$104.50					\$163.00					\$59	
\$4,001 to \$10,000	\$134.50	for the first \$1,000	plus	\$15.00	for each additional \$1,000 or fraction thereof over \$4,000	\$163.00	for the first \$1,000	plus	\$27.66	for each additional \$1,000 or fraction thereof over \$4,000	\$29	
\$10,000 and up	\$224.50	for the first \$10,000	plus	\$15.00	for each additional \$1,000 or fraction thereof over \$10,000	\$326.00	for the first \$10,000	plus	\$11.06	for each additional \$1,000 or fraction thereof over \$10,000	\$102	

D. Permit Fee for Stand-Alone Plumbing Permit

Total Valuation	Permit Fee					Permit Fee					Difference	New structure allows for calculation of M,P,E permits rather than having to rely on fixture counts, HP, appliance type, etc.  Significant restructuring proposed. Current fees are for estimation purposes only and assume use of building permit valuation fee table.
Up to \$2,000	\$43.50					\$81.50					\$38	
\$2,001 to \$4,000	\$104.50					\$163.00					\$59	
\$4,001 to \$10,000	\$134.50	for the first \$1,000	plus	\$15.00	for each additional \$1,000 or fraction thereof over \$4,000	\$163.00	for the first \$1,000	plus	\$27.66	for each additional \$1,000 or fraction thereof over \$4,000	\$29	
\$10,000 and up	\$224.50	for the first \$10,000	plus	\$15.00	for each additional \$1,000 or fraction thereof over \$10,000	\$326.00	for the first \$10,000	plus	\$11.06	for each additional \$1,000 or fraction thereof over \$10,000	\$102	

E. Permit Fee for Stand-Alone Electrical Permit

Total Valuation	Permit Fee					Permit Fee					Difference
Up to \$2,000	\$43.50					\$81.50					\$38
\$2,001 to \$4,000	\$104.50					\$163.00					\$59
\$4,001 to \$10,000	\$134.50	for the first \$1,000	plus	\$15.00	for each additional \$1,000 or fraction thereof over \$4,000	\$163.00	for the first \$1,000	plus	\$27.66	for each additional \$1,000 or fraction thereof over \$4,000	\$29
\$10,000 and up	\$224.50	for the first \$10,000	plus	\$15.00	for each additional \$1,000 or fraction thereof over \$10,000	\$326.00	for the first \$10,000	plus	\$11.06	for each additional \$1,000 or fraction thereof over \$10,000	\$102

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

F. Building Plan Review Fees

Activity Description	Current Fee	Proposed Fee	Difference	Charge Basis	Note
1 Plan Check Fees					
a) Building Plan Review Fee, if applicable	Deposit	75%	varies	% of building permit fee	[a]
b) Building Energy Review Fee, if applicable	Deposit	5%	varies	% of building permit fee	
c) Planning Plan Review Fee, if applicable	Deposit	Bill Hourly; \$45 Minimum	varies	per hour	
d) Phased Plan Check (when applicable)	Deposit	1.5x full plan check fee for entire bldg	varies	% of full plan check fee for entire building	[b]
e) Expedited Plan Check (when applicable)	n/a	1.5x standard plan check fee	1.5x standard plan check fee		
f) Master Plan					
i) Master Plan	Deposit	100% of standard plan check fee	varies		
ii) Production Phase Units / Identical Buildings	Deposit	25% of standard plan check fee	varies		
g) Alternate Materials and Materials Review (per hour)	varies	\$163	varies	per hour	
h) Excess Plan Review Fee (3rd and subsequent) (per hour)	varies	\$163	varies	per hour	

When applicable, plan check fees shall be paid at the time of application for a building permit.

The plan checking fee is in addition to the building permit fee

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

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

G. Other Fees

Activity Description		Current Fee	Proposed Fee	Difference	Note
1	Permit Issuance Fee	\$60	\$68	\$8	
2	General Plan Maintenance Fee (fee per \$1,000 valuation)		\$0.79	\$0.79	[a]
3	Technology Fee (percent of permit fee)		4%	4%	
4	Strong Motion Instrumentation (SMI)				
	a) Residential	\$0.50 or valuation x .00013	\$0.50 or valuation x .00013	\$0	
	b) Commercial	\$0.50 or valuation x .00028	\$0.50 or valuation x .00028	\$0	
5	Building Standards (SB 1473) Fee Calculation (Valuation)				
	a) \$1 - \$25,000	\$1	\$1	\$0	
	b) \$25,001 - \$50,000	\$2	\$2	\$0	
	c) \$50,001 - \$75,000	\$3	\$3	\$0	
	d) \$75,001 - \$100,000	\$4	\$4	\$0	
	e) Each Add'l \$25,000 or fraction thereof	Add \$1	Add \$1	\$0	
6	Certificate of Occupancy				
	a) Temporary Certificate of Occupancy (per 30 Days)		\$245		
	b) Certificate of Occupancy		\$122		
7	Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)		\$489		
	<b>Copies, Re-Print, Change Of Contractor</b>				
8	Printing Scanned / Archived Drawings	n/a	\$11	\$11	
9	Job Card / Permit Re-Print	n/a	\$54	\$54	
10	Change Of Contractor	n/a	\$82	\$82	
	<b>Violation Fees</b>				
11	Investigation Fee For Work Done Without Permits	n/a	2x Permit Fee	2x Permit Fee	
	<b>Other Fees</b>				
1	Fire Plan Review and Inspection - % of Base Building Permit Fee, if applicable	varies	12%	varies	
2	Phased Inspection Fee (per inspection)	n/a	\$82	\$82	
3	After Hours Inspection (per hour) (2-hour minimum)	varies	\$196	varies	
4	Re-inspection Fee (3rd Time or More) (each)	n/a	\$82	\$82	[b]
5	Missed inspection Fee	n/a	\$82	\$82	
6	Credit Card Transaction Fee	n/a	3% - Pass-thru	3% - Pass-thru	
7	Fees for Services Not Listed in this Fee Schedule (per hour)	varies	\$163	varies	

[a] Fee not to exceed \$20,000.  
[b] Reinspection fee applies after second re-inspection.

# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

		Current	Current	Proposed	Proposed	Difference	Difference	
Activity Description		Deposit	Minimum Fee or Fixed Fee	Deposit	Minimum Fee or Fixed Fee	Deposit	Minimum Fee or Fixed Fee	Note
Appeals								
1	Appeal to Planning Commission	\$1,000	\$600	\$5,000	\$3,000	\$4,000	\$2,400	
2	Appeal to City Council	\$1,000	\$525	\$5,000	\$3,000	\$4,000	\$2,475	
Annexation								
3	Annexation Review	\$5,000 - \$15,000	\$350	\$15,000	\$10,920		\$10,570	
Business License Review								
4	Home Occupation				\$45			
5	Non-Residential				\$30			
Conditional Use Permit								
6	Conditional Use Permit - New Construction		\$3,210	\$10,000	\$8,190		\$4,980	
7	Conditional Use Permit - Existing		\$1,605	\$3,500	\$3,276		\$1,671	
8	Conditional Use Permit - Renewal		\$300	\$3,000	\$2,730		\$2,430	
Design Review								
9	Design Review - Residential	\$1,000	\$525	\$5,000	\$4,000	\$4,000	\$3,475	
10	Design Review - Commercial	\$1,000	\$525	\$10,000	\$5,824	\$9,000	\$5,299	
11	Design Review - Administrative	\$300	\$175	\$2,500	\$1,456	\$2,200	\$1,281	
12	Design Review - Administrative actions requiring Planning Commission		\$500	\$3,500	\$1,820		\$1,320	
13	Design Review - Modifications	\$1,000	\$525	\$2,500	\$1,456	\$1,500	\$931	
Determination of Public Convenience or Necessity								
14	Determination of Public Convenience or Necessity		\$1,150	\$3,500	\$3,276		\$2,126	
Development Agreement								
15	Development Agreement	\$10,000	\$1,200	\$15,000	\$10,920	\$5,000	\$9,720	
16	Development Agreement - Amendment	\$5,000	\$1,200	\$15,000	\$10,920	\$10,000	\$9,720	
Development Permits								
17	Development Permits	\$1,000	\$525	\$10,000	\$5,824	\$9,000	\$5,299	
18	Planned Unit Development	\$2,000	\$600	\$10,000	\$5,824	\$8,000	\$5,224	
19	General Development Plan	\$2,000	\$525	\$10,000	\$5,824	\$8,000	\$5,299	
Environmental Review								
20	Environmental Categorical Exemption Review		\$335		\$273		(\$62)	
21	Environmental Initial Study	\$1,215	\$600	\$4,000	\$2,000	\$2,785	\$1,400	
22	Negative Declaration	\$2,500	\$1,780	\$5,000	\$3,000	\$2,500	\$1,220	
23	Mitigated Negative Declaration	\$2,500	\$1,780	\$10,000	\$8,000	\$7,500	\$6,220	
24	Environmental Impact Report Review	\$5,000	\$600	\$20,000	\$15,000	\$15,000	\$14,400	

City of Lincoln
BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

		Current	Current	Proposed	Proposed	Difference	Difference	Note
Activity Description		Deposit	Minimum Fee or Fixed Fee	Deposit	Minimum Fee or Fixed Fee	Deposit	Minimum Fee or Fixed Fee	
Extension								
25	Extension for Design Review, Conditional Use & Variance	\$300	\$175	\$2,500	\$1,911	\$2,200	\$1,736	
26	Extension to Spec Dev Plan/Dev Permit	\$2,000	\$600	\$4,500	\$3,276	\$2,500	\$2,676	
General Plan Amendment								
27	General Plan Amendment	\$5,000	\$600	\$15,000	\$10,920	\$10,000	\$10,320	
Map Review								
28	Tentative Parcel Map Review	\$5,200	\$600	\$6,000	\$4,368	\$800	\$3,768	
29	Tentative Subdivision Map Review - 1 to 50 Lots		\$7,765	\$10,000	\$8,736		\$971	
30	Tentative Subdivision Map Review - More than 50 Lots		\$8,580	\$15,000	\$10,920		\$2,340	
31	Certificate of Compliance	\$3,075	\$525	\$2,000	\$1,638	(\$1,075)	\$1,113	
32	Tentative Map Amendment			\$5,000	\$4,000			
Pre-Application								
33	Pre Application Conference	\$1,200	\$525	\$1,500	\$728	\$300	\$203	
Pre-Zoning								
34	Pre-Zoning	\$1,200	\$525	\$4,500	\$3,000	\$3,300	\$2,475	
Reversion to Acreage								
35	Reversions to Acreage Review	\$5,000	\$600	\$5,000	\$4,368	\$0	\$3,768	
Signs								
36	Signs - Temporary Sign/Banner Permit and Captive Balloons		\$50		\$273		\$223	
37	Signs - "A" Frame Signs		\$65		\$273		\$208	
38	Temporary Subdivision Sign Review		\$795	\$3,000	\$1,456		\$661	
Special District Processing								
39	Assessment District / CFD / Special District Processing Fee - Annexation	\$10,000	1.1% of Par Value	\$25,000	\$0	\$15,000	0%	
40	Assessment District / CFD / Special District Processing Fee - Formation	\$10,000	1.1% of Par Value	\$50,000	\$0	\$40,000	0%	
Specific Plan								
41	Specific Plan	\$2,000	\$525	\$25,000	\$21,840	\$23,000	\$21,315	
42	Specific Plan Amendment	\$2,000	\$525	\$20,000	\$16,380	\$18,000	\$15,855	
43	Specific Development Plan and Development Permit	\$2,000	\$525	\$5,000	\$4,000	\$3,000	\$3,475	
Street Name Processing / Address Processing								
44	Building Address Processing	Bill Hourly		\$500	\$273			
45	Building Re-Address Processing	\$215	\$175	\$500	\$273	\$285	\$98	
46	Street Naming Processing	\$1,000	\$210	\$2,500	\$1,911	\$1,500	\$1,701	

City of Lincoln
BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

		Current	Current	Proposed	Proposed	Difference	Difference	
Activity Description		Deposit	Minimum Fee or Fixed Fee	Deposit	Minimum Fee or Fixed Fee	Deposit	Minimum Fee or Fixed Fee	Note
Street Right-of-Way Abandonment								
47	Street/R-O-W Abandonment Process	\$5,000	\$525	\$8,000	\$6,552	\$3,000	\$6,027	
Substantial Conformance								
48	Substantial Conformance Finding		\$735	\$3,000	\$2,000		\$1,265	
Tree (Protected Tree Removal)								
49	Protected Tree Removal Inspection Application - 0-5 Trees		\$265		\$200		(\$65)	
50	Protected Tree Removal Inspection Application - 6+ Trees		\$530		\$1,000		\$470	
Variance								
51	Administrative Variance	\$1,330	\$525	\$1,500	\$1,092	\$170	\$567	
52	Variance Application		\$3,655	\$5,000	\$4,368		\$713	
Zone Change								
53	Rezone Review - Less than 10 Acres		\$3,365	\$10,000	\$8,190		\$4,825	
54	Rezone Review - 10 Acres or More		\$6,730	\$15,000	\$10,920		\$4,190	
Planning Inspection								
55	Planning Inspection				\$100		\$100	
CDD Determination Zoning								
56	CDD Determination Zoning			\$1,000	\$700		\$700	
Other								
57	Credit Card Transaction Fee				3% - Pass-Thru		3% - Pass-Thru	
58	Conditions of Approval - Amendment	\$1,000	\$525	\$1,500	\$1,092	\$500	\$567	
59	Land Use Certification Letter	\$250	\$85	\$500	\$364	\$250	\$279	
60	Modification of Municipal Code	\$5,000	\$3,000	\$7,500	\$5,460	\$2,500	\$2,460	
61	Transfer Agreement Review and Approval	\$1,000	\$200	\$2,000	\$1,092	\$1,000	\$892	
62	Special Commission Meeting		\$1,500		\$1,456		(\$44)	
63	Staff Research for Documents or Records	\$250		\$250	\$91	\$0		
In-Lieu / Mitigation Fee								
64	Parking In-Lieu Fee (per parking space)		\$6,460		\$6,460		\$0	
65	Protected Oak Tree Removal Mitigation Fee (per inch)		\$150		\$150		\$0	[a]
Fees for Services Not Identified In Schedule								
66	See Hourly Billing Rate Section of the Fee Schedule				See Hourly Rate Schedule			
Hourly Billing Rates for Deposit-Based Billings								
67	See Hourly Billing Rate Section of the Fee Schedule				See Hourly Rate Schedule			

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

	Current	Current	Proposed	Proposed	Difference	Difference	
Activity Description	Deposit	Minimum Fee or Fixed Fee	Deposit	Minimum Fee or Fixed Fee	Deposit	Minimum Fee or Fixed Fee	Note
Full Cost Deposits and Deposit Replenishment							
Applicants for Full Cost Entitlement Applications shall pay for all City staff time required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule (as determined by the Community Development Director) will be subject to a full cost reimbursement agreement to be approved by the City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.							
Initial deposits as shown on the fee schedule will be collected and held by the City in a deposit account at the time the application is submitted. The cost of staff time will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.							
When more than one Full Cost application is submitted, the sum total of the initial full cost deposit amount can be reduced by 20%.							
Funds expended for staff time shall not be dependent upon the City’s approval or disapproval of the application request. The deposit account will be held open for 90 days after project approval for City to complete any miscellaneous clean up items and to account for all project related costs. Any deposit amounts remaining after final project close out will be returned to applicant. In the event that the deposit account is exhausted prior to final close out, the balance owed to the City will be credited against the plan check and inspection fee deposit at time of improvement plan review.							
As may be required by the Community Development Department for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.							
Refund Policy							
<p>Application fees are not refundable except as follows:</p> <p>A. Refund of 100% shall be made if a determination is made by the Community Development Director that the permit and associated fee are not required by the City's Municipal Code or adopted City Resolution.</p> <p>B. If an applicant requests to withdraw a fixed fee application prior to project evaluation, refund of 50% of the applicable fee shall be refunded.</p> <p>C. No refund of application fees shall be made after initial project evaluation has commenced, unless a fee waiver is approved by the City Council.</p>							

[a] Triple fee if done without prior City approval.

# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - ENGINEERING/INSPECTION/ENCROACHMENT PERMITS

Activity Description	Current	Proposed	Fee Structure	Difference	Note
	Deposit or Fee	Deposit or Fee		Deposit or Fee	
1 Final Subdivision Map / Parcel Map Review	\$550 Minimum Fee; varies depending on # of lots	\$5,000	Deposit	varies - set deposit to recover base level effort	
2 Map Corrections and Amendments	\$550 Minimum Fee; \$1,100 deposit	\$3,000	Deposit	increase deposit to better reflect likely cost	
3 Lot Line Adjustments	\$550 Minimum Fee; \$1,100 deposit	\$3,000	Deposit	\$400 increase in initial deposit	
4 Improvement Plan Check	\$1,000 Minimum fee; 5% deposit	\$25,000	Deposit	increase deposit to better reflect likely cost	
5 Improvement Inspection	\$1,000 Minimum fee; 5% deposit	\$50,000	Deposit	increase deposit to better reflect likely cost	
6 Grading Plan Check - Custom Lot	\$1,000 Minimum fee; 5% deposit	\$10,000	Deposit	increase deposit to better reflect likely cost	
7 Grading Plan Check - Other	\$1,000 Minimum fee; 5% deposit	\$25,000	Deposit	increase deposit to better reflect likely cost	
8 Grading Inspection - Custom Lot	\$1,000 Minimum fee; 5% deposit	\$10,000	Deposit	increase deposit to better reflect likely cost	
9 Grading Inspection - Other	\$1,000 Minimum fee; 5% deposit	\$50,000	Deposit	increase deposit to better reflect likely cost	
10 Easement Plan Check	\$1,000 deposit	\$5,000	Deposit	increase deposit to better reflect likely cost	
11 Water Quality Management Plan	varies	\$3,000	Deposit	establish intital deposit that reflects likely cost	
12 Review of Project CC&R's	varies	\$10,000	Deposit	establish intital deposit that reflects likely cost	
13 Technical Review	\$1,000 deposit	\$1,500	Deposit	increase deposit by \$500	
14 Encroachment Permit Inspection (Annual)	\$1,000 deposit	\$1,500	Deposit	increase deposit by \$500	
<b>General Encroachment Permits</b>					
15 Encroachment Permit - Pool Construction	\$225	\$246	Fixed Fee	\$21	
16 Encroachment Permit - Residential Driveway (Per Opening)	\$225	\$574	Fixed Fee	\$349	
17 Encroachment Permit - Temporary Signs		\$82	Fixed Fee		
18 Encroachment Permit - Block Party		\$82	Fixed Fee		
19 Encroachment Permit - Food Carts / Temp Bins		\$82	Fixed Fee		
20 Encroachment Permit - All Others (for Work Expected to Last No More Than Two Days)					[a]
a) Base Fee - Up to Two Days	\$225	\$410	Fixed Fee	\$185	
b) Each Additional Day		\$164	Fixed Fee	\$164	
21 General Encroachment Permit - All Others (for Work Expected to Last More Than Two Days)	\$1,000	\$1,000	Deposit	\$0	[a]



# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - ENGINEERING/INSPECTION/ENCROACHMENT PERMITS

Activity Description	Current	Proposed	Fee Structure	Difference	Note
	Deposit or Fee	Deposit or Fee		Deposit or Fee	
22 Construction and Demolition Materials Management Plan - Application Plan Review and Deposit Administration Fee		\$123 plus Deposit	Fixed Fee plus Deposit	\$123 plus Deposit	
23 Sidewalk Vending Permit					
a) Initial		\$164	Fixed Fee	\$164	
b) Renewal		\$82	Fixed Fee	\$82	
24 Transportation Permit					
a) Single Trip	\$60	\$16	Fixed Fee	(\$44)	[b]
b) Annual	\$300	\$90	Fixed Fee	(\$210)	[b]
25 Credit Card Transaction Fee		3% - Direct pass-through to vendor	Fixed Fee	3%	
26 Work Without a Permit or Work Beyond Scope of Permit		2x Permit Fee	Fixed Fee	2x Permit Fee	
27 Additional Inspections (After First Re-inspection)		See Hourly Rate Schedule; 1 hour minimum	Fixed Fee	See Hourly Rate Schedule; 1 hour minimum	
28 Missed Inspections		See Hourly Rate Schedule; 1 hour minimum	Fixed Fee	See Hourly Rate Schedule; 1 hour minimum	
29 Inspections Outside of Normal Business Hours		See Hourly Rate Schedule; 4 hour minimum	Fixed Fee	See Hourly Rate Schedule; 4 hour minimum	
30 Additional Plan Review (After 3rd Plan Check)		See Hourly Rate Schedule; 1 hour minimum	Fixed Fee	See Hourly Rate Schedule; 1 hour minimum	
<b>Fees for Services Not Identified In Schedule</b>					
31 See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate Schedule	Deposit		
<b>Hourly Billing Rates for Deposit-Based Billings</b>					
32 See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate Schedule	Deposit		

Full Cost Deposits and Deposit Replenishment
Applicants for Full Cost Entitlement Applications shall pay for all City staff time required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule (as determined by the Public Works or Community Development Director) will be subject to a full cost reimbursement agreement to be approved by the City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.
Initial deposits as shown on the fee schedule will be collected and held by the City in a deposit account at the time the application is submitted. The cost of staff time will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.
When more than one Full Cost application is submitted, the sum total of the initial full cost deposit amount can be reduced by 20%.
Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. The deposit account will be held open for 90 days after project approval for City to complete any miscellaneous clean up items and to account for all project related costs. Any deposit amounts remaining after final project close out will be returned to applicant. In the event that the deposit account is exhausted prior to final close out.
As may be required by the Public Works Department or Community Development Department for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.

City of Lincoln
BEFORE AND AFTER ILLUSTRATION - ENGINEERING/INSPECTION/ENCROACHMENT PERMITS

	Current	Proposed		Difference	
Activity Description	Deposit or Fee	Deposit or Fee	Fee Structure	Deposit or Fee	Note
Refund Policy					
Application fees are not refundable except as follows: A. Refund of 100% shall be made if a determination is made by the Public Works Director or Community Development Director that the permit and associated fee are not required by the City's Municipal Code or adopted City Resolution. B. If an applicant requests to withdraw a fixed fee application prior to project evaluation, refund of 50% of the applicable fee shall be refunded. C. No refund of application fees shall be made after initial project evaluation has commenced, unless a fee waiver is approved by the City Council.					

[a] General encroachment work includes any activity within the public right of way. Fixed fee permit applies to typical utility work with standard WATCH manual traffic control. More complex work requiring additional plan check/traffic control, plan review, testing, and/or inspection, requires a deposit.

[b] Fee is intended to mirror amounts established by State of California.

# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - PUBLIC SERVICES FEES

Activity Description		Current Fee	Proposed Fee	Difference	Note
1	Damage to City Property Repair	Actual Cost	Actual Cost		
2	Utility Service Application - New Home	\$50	\$60	\$10	
3	Utility Service Application - Change in Existing Service (Ownership)	\$12	\$20	\$8	
4	Refuse & Green Waste Collection - Pick Up Call Back	\$15	\$25	\$10	
5	Refuse & Green Waste Collection - Special Pick Up	\$25, plus disposal costs	\$25, plus disposal costs		
6	Refuse Services - Request for Service Change	\$60	\$65	\$5	[a]
7	Commercial Key Charge (per month, per dumpster/enclosure)	\$6	\$6	\$0	
8	Dumpster Replacement (e.g. bins / lids)	Actual Cost	Actual Cost		[b]
9	Refuse Container Replacement (e.g. bins / lids)	Actual Cost	Actual Cost		[b]
10	Water Meter - Construction Hydrant	\$3,000 Deposit; \$180 One-Time Administrative Fee; \$50 per month rental fee; actual cost of water	\$3,000 Deposit; \$180 One-Time Administrative Fee; \$50 per month rental fee; actual cost of water		
11	Fire - Flow Test				
	a) Five Lots or Less	\$346	\$350	\$4	
	b) Subdivisions or Commercial Centers / 5+ Lots	varies	Bill Hourly; \$1,000 Deposit		
12	Water Delinquent Turn Off/On				
	a) Monday - Friday 7am - 3pm	\$25	\$50	\$25	
	b) After Hours	\$70	\$150	\$80	
	c) Delinquent Bill Charge	\$1	\$1	\$0	
	d) Tagging Charge	\$7	\$7	\$0	
13	Water Delinquent Turn Off/On (second time - result of customer turning on water without authority)	\$35	\$75	\$40	
14	Water Delinquent Turn Off/On (third time - result of customer cutting lock and turning on water without authority)	\$100 plus cost of lock	\$110 plus cost of lock	\$10	
15	Water Shutoff/Reconnect Fee (due to resident voluntarily discontinuing service and/or service shutoff for resident failing to sign up for service)				
	a) Monday - Friday 7am - 3pm	\$25	\$50	\$25	
	b) After Hours	\$70	\$150	\$80	
16	Water Meter Test (per test - refundable is meter is running fast)	\$110	\$110	\$0	
17	All Other Services Provided (e.g. review services provided to other divisions / services not listed in this schedule)	See hourly rate schedule	See hourly rate schedule		
18	Refuse & Green Waste Collection - Pick Up	See Utility Rate Schedule	See Utility Rate Schedule		
19	Refuse & Green Waste Collection - Second Can Rate	See Utility Rate Schedule	See Utility Rate Schedule		
20	Temporary Bin Requests	See Utility Rate Schedule	See Utility Rate Schedule		
21	Refuse - Extra Pick Up Fee	See Utility Rate Schedule - Commercial Pickup Fee	See Utility Rate Schedule - Commercial Pickup Fee		
22	Sewer Rate	See Utility Rate Schedule	See Utility Rate Schedule		
23	Sewer Connection - High Strength Discharge	See Utility Rate Schedule	See Utility Rate Schedule		

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - PUBLIC SERVICES FEES

Activity Description		Current Fee	Proposed Fee	Difference	Note
24	Water Rate	See Utility Rate Schedule	See Utility Rate Schedule		
25	Construction Water	See Utility Rate Schedule	See Utility Rate Schedule		
26	Sewer Connection Fee	See Impact Fee Schedule	See Impact Fee Schedule		
27	Transportation Fee	See Impact Fee Schedule	See Impact Fee Schedule		
28	Water Connection Fee (City)	See Impact Fee Schedule	See Impact Fee Schedule		
29	All Other City Impact / Mitigation Fees	See Impact Fee Schedule	See Impact Fee Schedule		

[a] For recovery and pickup of service containers because customer elects to change service needs within 3 months of prior service change.

[b] For lost, damaged, or stolen container.

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - CODE ENFORCEMENT

Activity Description		Current Fee	Proposed Fee	Difference	Charge Basis	Note
1	Removal of Vehicle Equipment	Bill hourly for T&M		varies		
	a) Costs of Abatement (outside services)		pass-through		per removal	
	b) Staff Costs (per hour)		see hourly schedule		per removal	
	c) Municipal Citation, if applicable		see LMC		per removal	
2	Nuisance Abatement					
	a) Costs of Abatement (outside services)	Bill hourly for T&M	pass-through	varies	per incident	
	b) Staff Costs (per hour)		see hourly schedule		per incident	
	c) Municipal Citation, if applicable		see LMC		per incident	

# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION

Activity Description		Current Fee	Proposed Fee	Difference	Charge Basis	Note
<b>Operational Permits</b>						
1	Aerosol Products	n/a	\$470	\$470	per permit	
2	Amusement Building	n/a	\$470	\$470	per permit	
3	Apartments/Hotels/Motels					
	a) 3 - 16 Units	n/a	\$383	\$383	per permit	
	b) 17 - 32 Units	n/a	\$470	\$470	per permit	
	c) 33 or more Units	n/a	\$644	\$644	per permit	
4	Candles/Open Flames	n/a	\$470	\$470	per permit	
5	Carnivals and Fairs	n/a	\$470	\$470	per permit	
6	Combustible Dust Operations	n/a	\$470	\$470	per permit	
7	Combustible Storage	n/a	\$470	\$470	per permit	
8	Commercial Day Care Facility					
	a) 7 - 49 Persons	n/a	\$470	\$470	per permit	
	b) 50 - 149 Persons	n/a	\$644	\$644	per permit	
	c) 150 or more Persons	n/a	\$818	\$818	per permit	
9	Compressed Gases	n/a	\$470	\$470	per permit	
10	Covered Mall Buildings	n/a	\$470	\$470	per permit	
11	Cryogens	n/a	\$470	\$470	per permit	
12	Dry Cleaning Plant	n/a	\$644	\$644	per permit	
13	Dust Producing Operations/Storage	n/a	\$470	\$470	per permit	
14	Explosives Blasting Agent Storage	n/a	\$992	\$992	per permit	
15	Flammable/Combustible Liquids	n/a	\$470	\$470	per permit	
16	Garage Repairs/Motor Vehicle Fuel	n/a	\$470	\$470	per permit	
17	Hazardous Materials	n/a	\$644	\$644	per permit	
18	Hazardous Production Facilities	n/a	\$992	\$992	per permit	
19	High Piled Storage	n/a	\$470	\$470	per permit	
20	Hot Food Vendor - Annual	n/a	\$383	\$383	per permit	
21	Hot Works/ Cutting & Welding	n/a	\$470	\$470	per permit	
22	Institutional					
	a) Less Than 6 Patients	n/a	\$470	\$470	per permit	
	b) 6 or More Patients	n/a	\$644	\$644	per permit	
	c) Detention Facilities	n/a	\$818	\$818	per permit	
23	Knox Box Servicing	n/a	\$470	\$470	per permit	
24	Large Family Day Care					
	a) Large Family Day Care Inspection	n/a	\$174	\$174	per hour	
	b) Pre-Inspection (at Hourly Rate)	n/a	\$174	\$174	per hour	
25	Liquid Petroleum Gas (Lpg)	n/a	\$470	\$470	per permit	
26	Lumber Yard/Woodwork	n/a	\$470	\$470	per permit	
27	Organic Coating Application	n/a	\$470	\$470	per permit	
28	Ovens (Industrial Baking/Drying)	n/a	\$470	\$470	per permit	
29	Places Of Assembly					
	a) Less than 300 Occupant Load	n/a	\$470	\$470	per permit	

# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION

Activity Description		Current Fee	Proposed Fee	Difference	Charge Basis	Note
	b) 300 - 999 Occupant Load	n/a	\$644	\$644	per permit	
	c) 1,000-1500 Occupant Load	n/a	\$818	\$818	per permit	
	d) 1,500 or more Occupant Load	n/a	\$174	\$174	per hour	
30	Pyrotechnics & Special Effects (Not Fireworks)					
	a) Additional Standby Time (per hour)	n/a	\$174	\$174	per hour	
	b) Additional Engine Company (if needed)	n/a	\$522	\$522	per hour	
31	Pyrotechnics Display (3 Hours)					
	a) Additional Standby Time (per hour)	n/a	\$174	\$174	per hour	
	b) Additional Engine Company (if needed)	n/a	\$522	\$522	per hour	
32	Radioactive Materials	n/a	\$470	\$470	per permit	
33	Refrigeration Equipment	n/a	\$470	\$470	per permit	
34	Residential Care Facilities					
	a) RCFE	n/a	\$174	\$174	per hour	
	b) 7 or more Residents	n/a	\$174	\$174	per hour	
	c) Pre-Inspection (at Hourly Rate)	n/a	\$174	\$174	per hour	
35	Spraying Or Dipping	n/a	\$470	\$470	per permit	
36	Temporary Membrane Structures					
37	Tire Storage	n/a	\$470	\$470	per permit	
38	Wood Products	n/a	\$470	\$470	per permit	
<b>Construction Permits</b>						
39	Compressed Gas Systems Inspection					
	a) General	n/a	\$470	\$470	per permit	
	b) Hazardous Material	n/a	\$470	\$470	per permit	
	c) Medical Gas	n/a	\$470	\$470	per permit	
40	Electric Gate Inspection	n/a	\$470	\$470	per permit	
41	Fire Alarm					
	a) New Installation	n/a	\$1,479	\$1,479	per permit	
	b) Tenant Improvement	n/a	\$609	\$609	per permit	
	c) High Rise	n/a	\$174	\$174	per hour	
	d) Large Fire Alarm Project (+50 Devices)	n/a	\$2,523	\$2,523	per permit	
42	Fire Code Board Of Appeals	n/a	\$2,088	\$2,088	per permit	
43	Fire Pump System	n/a	\$1,827	\$1,827	per permit	
44	Fire Sprinkler System (Commercial)					
	a) New Installation < 100 Heads	n/a	\$1,131	\$1,131	per permit	
	b) New Installation 100-199 Heads	n/a	\$1,653	\$1,653	per permit	
	c) New Installation 200+ Heads	n/a	\$2,871	\$2,871	per permit	
	d) Tenant Improvement 1-50 Heads	n/a	\$783	\$783	per permit	
	e) Tenant Improvement 51+ Heads	n/a	\$1,131	\$1,131	per permit	
45	Fire Stand Pipe System	n/a	\$783	\$783	per permit	
46	Hood And Duct System	n/a	\$609	\$609	per permit	
47	Off Hours Inspections	n/a	\$218	\$218	per hour	

# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - FIRE PREVENTION

Activity Description	Current Fee	Proposed Fee	Difference	Charge Basis	Note
48 Open Space & Eva	n/a	\$870	\$870	per permit	
49 Project Plan Revision Review Per Hour	n/a	\$174	\$174	per hour	
50 Radio Amplification Systems	n/a	\$174	\$174	per hour	
51 Re-Inspection Fee	n/a	\$174	\$174	per hour	
52 Smoke Management Systems	n/a	\$174	\$174	per hour	
53 Special Consultation Services	n/a	\$174	\$174	per hour	
54 Spray Booths	n/a	\$783	\$783	per permit	
55 Underground Water Systems	n/a	\$957	\$957	per permit	
<b>Services &amp; Inspections</b>					
56 Ambulance Assistance	n/a	\$179	\$179	per hour	
57 Emergency (Spilled Load, Hazmat, DUI, ETC. Responses)	n/a	\$269	\$269	per hour	
58 False Alarm Response					
a) Up to 3 per 12 months	\$0 first 2; \$75 after	No Charge	\$0	each	
b) Each after 3 per 12 months	\$75	\$269	\$194	each	
59 Fire Board Contractor Permit Application	n/a	\$392	\$392	each	
60 Fire Board Up Use/Evaluation	n/a	\$827	\$827	each	
61 Fire Flow Hydrant Test	n/a	\$174	\$174	per hour	
62 Fireworks Sales Permits (Booths)	n/a	\$566	\$566	per permit	
63 Large Family Day Care Pre-Inspection (At Hourly Rate)	n/a	\$174	\$174	per hour	
64 Other Fire Code Permits	n/a	\$174	\$174	per hour	
65 Other Required Inspections Not Specifically Listed	n/a	\$174	\$174	per hour	
66 Residential Care Facilities Pre-Inspection (At Hourly Rate)	n/a	\$174	\$174	per hour	
67 Theatrical Fire Performance	n/a	\$508	\$508	each	
68 Vegetation Management/Grazing/Nuisance Abatement Activities					
a) Grazing Permit	n/a	\$174	\$174	per hour	
b) Fire Fuel/WUI Reduction Compliance Activity	n/a	\$174	\$174	per hour	
69 Weed Abatement	\$40	\$174	\$134	per hour	
70 Will Serve Letters/Special Requests	n/a	\$522	\$522	each	
71 Business General Fire & Life Safety Inspections	\$100	\$261	\$161		



# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - POLICE

Activity Description		Current Fee	Proposed Fee	Difference	Note
1	Alarm Permit	\$20	\$20	\$0	
2	Alarm Permit Renewal	\$20	\$20	\$0	
3	Arson Investigation	See Hourly Rate Schedule	See Hourly Rate Schedule		
4	Catch and Return Animal to Owner	\$25	\$50	\$25	
5	Dog Licensing Fee	See PCSO	See PCSO		
6	DUI Accident Response Investigation	See Hourly Rate Schedule	See Hourly Rate Schedule		
7	Fingerprinting Service - Ink Prints				
	a) Resident	\$10	\$18	\$8	
	b) Non-Resident	\$15	\$25	\$10	
8	Fingerprinting Service - Live Scan	\$12	\$18	\$6	
9	Fingerprint - Department of Justice	\$32	\$32	\$0	[a]
10	Fingerprint - FBI	\$17	\$17	\$0	[a]
11	Golf Cart Permit	\$50	\$50	\$0	
12	Impound Vehicle Release	\$100	\$125	\$25	
13	Liquor Permit Application	\$0	\$0	\$0	
14	Marijuana Cultivation Permit	\$50	\$50	\$0	
15	Massage Establishment Permit	\$800	\$800	\$0	[b]
16	Massage Establishment Permit - Renewal	\$250	\$250	\$0	[b]
17	Massage Technician Permit	\$250 per permit; \$125 if technician is owner	\$250 per permit; \$125 if technician is owner	\$0	[b]
18	Massage Technician Permit - Renewal	\$250 per permit; \$125 if technician is owner	\$250 per permit; \$125 if technician is owner	\$0	[b]
19	Noise Disturbance Response - Call Back	\$85	\$95	\$10	[c]
20	Police Audio Tape Reproduction	\$1	\$10	\$9	
21	Police Photo Reproduction	\$70, plus reproduction costs	\$10		
22	Police Report Copy	\$0 first 10 pages; \$0.20/pg thereafter	\$10		
23	Records Checks/Clearance Letter	\$25	\$25	\$0	
24	Permit: Range, Hunting, Special Ag Shooting - Initial	\$25	\$25	\$0	
25	Permit: Range, Hunting, Special Ag Shooting - Renewal	\$10	\$10	\$0	
26	Taxi Cab Operations Permit	\$200	\$200	\$0	
27	Taxi Cab Permit	\$50	\$50	\$0	
28	Tow Truck Permit	\$200	\$200	\$0	
29	Vehicle Equipment Correction Inspection				
	a) Citations issued by Lincoln PD	\$0	\$0	\$0	
	b) Citations issued by Other Agency	\$0	\$10	\$10	
30	VIN Verification	\$0	\$25	\$25	

[a] This fee is not established by the City of Lincoln. It may be collected on behalf of, or directly by, a third party (e.g. vendor; other public agency). The fee schedule is intended to mirror amounts adopted by third parties. If the amount charged by a third party changes, the amounts collected by the City on behalf of the third party are presumed to change simultaneously. Amounts shown in the fee schedule will be updated as soon as practicable after the City receives notice of the fee change.

[b] Required every two years.

[c] Responding to a noise disturbance call more than once in a 24-hour period of time. No charge for first response. Fee applies for each response after first.

# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - LIBRARY

Activity Description		Current Fee	Proposed Fee	Difference	Charge Basis	Note
1	Extended Loan/Overdue Fine — DVDs	\$1	\$1	\$0	per DVD, per day	
2	Extended Loan/Overdue Fine — Other Items					
	a) Per Day	\$0.25	\$0.25	\$0	per item	
	b) Maximum	\$7.50	\$7.50	\$0	per item	
3	Damage to Item					
	a) Repairable	\$5	\$5	\$0	per occurrence	
	b) Unusable					
	i) Processing Fee	\$7.50	\$7.50	\$0	per item	
	ii) Replacement Cost of Item	Actual Cost	Actual Cost	\$0	per item	
4	Lost Item					
	a) Unusable	\$7.50	\$7.50	\$0	per item	
	b) Processing Fee	Actual Cost	Actual Cost	\$0	per item	
5	Photocopies or printouts					
	a) black and white	\$0.25	\$0.25	\$0	per page	
	b) color	\$0.50	\$0.50	\$0	per page	
6	Fax/Scan	\$1	\$1	\$0	per page	
7	Test Proctor	\$25	\$25	\$0	per test	

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - LIBRARY (ROOM RENTALS)

		Current	Current	Current	Current	Proposed	Proposed	Proposed	Proposed	Difference		
Activity Description		Contributing Svc Org	Resident Non-Profit	Resident	Non-Resident	Contributing Svc Org	Resident Non-Profit	Resident	Non-Resident	Difference	Charge Basis	Note
1	Community Room or Homework Center Rental	\$20	\$30	\$40	\$60		\$30	\$40	\$60	\$0	per hour	[a]
2	Small Meeting Room Rental	\$10	\$15	\$20	\$25		\$15	\$20	\$25	\$0	per hour	[a]
3	Technology Center Rental	\$100	\$150	\$200	\$300		\$150	\$200	\$300	\$0	per hour	[a]; [b]
4	Library Rental-One Floor Carnegie	\$10	\$15	\$20	\$25	Remove category	\$15	\$20	\$25	\$0	per hour	[a]
5	Library Rentai-Both Floors Carnegie	\$20	\$30	\$40	\$60		\$30	\$40	\$60	\$0	per hour	[a]
6	Meeting Rooms - Twelve Bridges	\$100	\$150	\$250	\$300		\$150	\$250	\$300	\$0	per hour	[a]
7	Full Library Rental - Twelve Bridges	\$150	\$250	\$350	\$500		\$250	\$350	\$500	\$0	per hour	[a]

Activity Description		Fee		Charge Basis	Fee		Charge Basis	Difference	Note
8	Room Rental Deposit								
	a) Deposit		\$250	per rental		\$250	per rental	0	
	b) Minimum cleaning charge		\$50	per rental		\$50	per rental	0	[c]
9	Meeting Room Cancellation, Setup or Breakdown								
	a) Cancellation		\$25	each		\$25	each	\$0	
	b) Setup or Breakdown		\$25	each		\$25	each	\$0	
10	Private programs by staff	Cost of meeting room, setup, breakdown, and staffing			Cost of meeting room, setup, breakdown, and staffing				
11	Staff for rental of Library or internal meeting rooms when required, especially when library is closed		\$15	per staff member, per hour		\$25	per staff member, per hour	\$10	

Notes:

[a] All rentals require additional insurance a the cost of the renter, see guidelines Additional charges for clean up and staffing may occur.

[b] Does not include Redwood Technology Center.

[c] Charge for cleaning and maintenance if room is not returned to original condition.

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - AIRPORT FEES

Activity Description		Current Fee	Proposed Fee *	Difference	Charge Basis	Note
1	After Hour Jet Fuel Service	\$71	\$118	\$47	per hour, 2-hour minimum	
2	Aircraft Tie Down Fee					
	a) Per Day	\$5	\$8	\$3		
	b) Per Month	\$50	\$75	\$25		
3	Construction Oversight Fee	\$496	\$776	\$280		[a]
4	Corporate Jet Landing & Ramp Fee	\$75	\$113	\$38		

\* [a] Plus pass-through of City Attorney and outside agency/vendor review costs when applicable.

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - ADMINISTRATIVE FEES

Activity Description		Current Fee	Proposed Fee *	Difference	Charge Basis	Note
1	Providing Materials on Digital Media					
	a) Cost of Digital Media	\$20	actual cost	varies		
	b) Mailing Costs (Postage & Materials), if applicable	n/a	actual cost	varies		
2	Document Reproduction					
	a) 8.5" x 11" - 8.5" x 17"	\$0.20	\$0.20		per side	
	b) Oversize	n/a	actual cost			
3	Returned Check Fee					
	a) First	\$25	\$25		each	
	b) Each Additional	\$25	\$35		each	
4	EFT/ACH Return/Error	n/a	\$25		each	
5	Finance Charge on Delinquent Accounts	1%	1%		per month	
6	Requests Requiring Formatting, Development, etc.		See hourly billing rate schedule			[a]

[a] Plus pass-through of outside agency/vendor review costs when applicable.

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - BUSINESS LICENSES TAXES / FEES

Activity Description		Current Fee	Proposed Fee *	Difference	Charge Basis	Note
<b><u>Business License Tax</u></b>						
1	Business License Tax - Late Payment Penalty	40% of license tax per month; max penalty of 50% of license tax due	40% of license tax per month; max penalty of 50% of license tax due	\$0		
2	Business License Tax - Annual	\$30 / license	\$30 / license	\$0		
3	Business License Tax - Rental of Residential Property	\$50 for first six units per year and \$10 per year for each add'l unit	\$50 for first six units per year and \$10 per year for each add'l unit	\$0		
4	Business License Tax - Solicitor Permit	\$80 per person per year	\$80 per person per year	\$0		
5	Business License Tax - Street Vendors	\$100 per year	\$100 per year	\$0		
6	Business License Tax - Utilities	\$24 per year	\$24 per year	\$0		
7	Issuance of Duplicate Business License	\$5	\$5	\$0		
<b><u>Business License Fees</u></b>						
1	Application - Commercial	\$30	\$30	\$0		
2	Application - (Residential/Home Occupation)	\$45	\$45	\$0		
3	Application - (Street Vendor Permit)	n/a	\$80			
4	Application - (Non-Profit/Veteran)	\$0	\$0	\$0		
5	Business License Renewal	\$5	\$5	\$0		

\* Additional fees apply for any amounts collected on behalf of the State of California.

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - SPECIAL EVENT

Activity Description		Current Fee	Proposed Fee	Difference	Charge Basis	Note
1	Jump House Permit					
	a) Fee (Per Inflatable)	\$70	\$25	(\$45)		
	b) Damage/Cleaning Deposit Fee (Refundable)	\$105	\$100	(\$5)		
2	Banner Permit	\$95	\$125	\$30		
3	Neighborhood Block Party Permit	\$95	\$150	\$55		
4	Special Event Permit					
	a) Application Review Fee (Non-Refundable)					
	i) Minor: No Special Events and Incident (SEI) Committee Review Required	\$95 - \$150	\$150	varies		
	ii) Major: SEI Committee Review Required	\$95 - \$150	\$300	varies		
	b) Service Charges for Staff Support at Event	n/a	T&M - Actual Costs			
	c) Commercial Park Use Permit Fee					
	i) Per Month	n/a	\$50			
	ii) Per Year	n/a	\$300			
	d) Park/Facility Rental Fee	n/a	Varies by Location			
	e) Initial Deposit					
	i) Minor: No Special Events and Incident (SEI) Committee Review Required	n/a	\$250			
	ii) Major: SEI Committee Review Required	n/a	\$500			

# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - FACILITY RENTAL FEES

Activity Description		Current Fee	Proposed Fee	Difference	Charge Basis	Note
<b>1 Lincoln Community Center Gym Rental</b>						
a) Court Use						
i) Resident		\$25/hr youth - \$40/hr adult	\$40	\$0 - \$15	per hour	
ii) Non-Resident		\$40	\$50	\$10	per hour	
b) Court Setup (per court)		\$25	\$25	\$0	per court	[a]
c) Volleyball Equipment		\$25	\$25	\$0	per court / per day	[a]
d) Scoreboard		\$40	\$50	\$10	per day	
e) Scorekeepers		\$15	\$20	\$5	per hour per staff	
f) Refuse						
i) Up to 500 people		\$50	\$50	\$0		
ii) 501 - 1,000 people		\$100	\$100	\$0		
iii) Over 1,000 people		\$150	\$150	\$0		
g) Damage Deposit			\$400		refundable deposit	
<b>2 Lincoln Community Center Gym/Stage Rental</b>						[b]
<b>Non-Athletic Event</b>						
a) Gym / Stage Use		\$60	\$75	\$15	per hour	[b]
b) Refuse & Gym Floor Cleaning Fee						
i) Without Food		\$25	\$100	\$75		
ii) With Food		\$100	\$200	\$100		
c) Damage Deposit		\$200	\$400	\$200	refundable deposit	
<b>3 Lincoln Community Center Classroom</b>						
a) Room Rental						
i) Resident		\$20	\$25	\$5	per hour	
ii) Non-Resident		\$30	\$30	\$0	per hour	
b) Damage Deposit			\$200		refundable deposit	
<b>4 Lincoln Community Center Classroom</b>						
a) Room Rental						
i) Resident		n/a	\$12.5		per hour	
ii) Non-Resident		n/a	\$15		per hour	
b) Damage Deposit			\$100		refundable deposit	
<b>5 McBean Park Gazebo/Bandstand</b>						
a) Rental Fee						
i) Resident		\$80	\$25	(\$55)	per hour	
ii) Non-Resident		\$130	\$30	(\$100)	per hour	
b) Damage Deposit		\$400	\$400	\$0	refundable deposit	
<b>6 McBean Park (Open Space)</b>						
a) Rental Fee						
i) Resident		\$710 per day	\$25		per hour	



City of Lincoln
BEFORE AND AFTER ILLUSTRATION - FACILITY RENTAL FEES

Activity Description	Current Fee	Proposed Fee	Difference	Charge Basis	Note
ii) Non-Resident	\$890 per day	\$30		per hour	
b) Damage Deposit	\$600	\$400	(\$200)	refundable deposit	
7 Beerman's Plaza					
a) Rental Fee					
i) Resident	\$80	\$25	(\$55)	per hour	
ii) Non-Resident	\$130	\$30	(\$100)	per hour	
b) Damage Deposit	\$400	\$400	\$0	refundable deposit	
8 Civic Center					
a) Full Day					
i) Resident	\$60 - \$70 per hour	\$880		per day	
ii) Non-Resident	\$75 - \$85 per hour	\$1,010		per day	
b) Half Day					
i) Resident	\$60 - \$70 per hour	\$575		per day	
ii) Non-Resident	\$75 - \$85 per hour	\$660		per day	
c) Hourly Rental - (Monday - Thursday Only) w/ No Set-up &					
i) Resident	\$60	\$60	\$0	per hour	
ii) Non-Resident	\$75	\$75	\$0	per hour	
iii) Set-up / Clean-up Fee; if Requested/Required (Add to Hourly Fee)	\$100	\$300	\$200		
d) Damage Deposit	\$400	\$400		refundable deposit	

[a] Includes use of 20 chairs for team seating.

[b] Set-up and tear-down is not provided and must be done by renter. Tables are not available for rent. Event scheduling based on availability.

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - MCBEAN STADIUM RENTAL FEES

Activity Description	Current Fee	Proposed Fee	Difference	Charge Basis	Note
1    McBean Stadium Rental					
a) Matinee (weekdays before 4pm)	\$50	\$50	\$0	per hour	
b) Prime Time (weekdays after 4pm, weekends & holidays)	\$75	\$75	\$0	per hour	
c) Half Day (up to 6 hours)	\$300	\$300	\$0		
d) Full Day (7am - 10pm)	\$750	\$750	\$0		
e) Lights	\$25	\$25	\$0	per hour	
f) Maintenance	\$125	\$125	\$0	per hour	[a]
g) Damage Deposit	\$1,000	\$1,000	\$0		

[a] Fee per man hour for maintenance to be withheld from damage deposit should the non-compliance with any guidelines, rules, regulations or procedures require the attention of City staff.

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - PAVILION / BBQ AREA FEES

Activity Description	Current Fee	Proposed Fee	Difference	Charge Basis	Note
<b>Pavilion Rental</b>					
1 Pavilion - Full Day Rental (Over 6 hours)					
a) Rental Rate					
i) Resident	\$910	\$1,055	\$145	per day	
ii) Non-Resident	\$1,070	\$1,235	\$165	per day	
iii) Resident Non-Profit (Sunday - Friday Only)	\$610	\$790	\$180	per day	
b) Additional Non-Refundable Clean-up Fee for Crab/Lobster Feeds/Fund Raisers	\$100	\$100	\$0		
c) Damage Deposit	\$400 - \$600	\$400 - \$600	No Change	refundable deposit	
2 Pavilion - Half Day Rental (Up to 6 hours) (Monday - Thursday Only)					
a) Rental Rate					
i) Resident	\$400	\$705	\$305	per day	
ii) Non-Resident	\$500	\$835	\$335	per day	
b) Additional Non-Refundable Clean-up Fee for Crab/Lobster Feeds/Fund Raisers	\$100	\$100	\$0		
c) Damage Deposit	\$400 - \$600	\$400 - \$600	No Change	refundable deposit	
<b>BBQ Area Rental</b>					
3 BBQ Area Rental (Monday - Thursday Only)					
a) Rental Rate					
i) Resident	\$460	\$705	\$245	per day	
ii) Non-Resident	\$560	\$835	\$275	per day	
b) Damage Deposit	\$400 - \$600	\$400 - \$600	No Change	refundable deposit	
<b>Pavilion / BBQ Area - Hourly Rate (Monday - Thursday Only)</b>					
4 BBQ / Pavilion BBQ Area Rental w/ No Set-up & Clean-up					
a) Rental Rate					
i) Resident	No fee set	\$75	n/a	per hour	
ii) Non-Resident	No fee set	\$100	n/a	per hour	
b) Set-up / Clean-up Fee; if Requested/Required (Add to Hourly Fee)	No fee set	\$375	n/a		
5 Kitchen (with BBQ Area Rental)	\$0 for CSO, non-profit, youth \$92 for resident & non-resident	\$100	\$8 - \$92		
<b>Covered Picnic Area Rental</b>					
6 Covered Picnic Area Rental					
a) Nathan Dubin Small Shade Structure		\$75	\$75	per day	
b) Nathan Dubin Large Shade Structure		\$100	\$100	per day	
c) Nathan Dubin Both Shade Structures		\$150	\$150	per day	
d) Markham Park		\$75	\$75	per day	

# City of Lincoln

## BEFORE AND AFTER ILLUSTRATION - SPORTS FIELD / COURT RENTAL FEES

Activity Description	Current Fee	Proposed Fee	Difference	Charge Basis	Note
<b>1 Sports Field Rental</b>					
a) Sports Field Rental - Local Youth Organization	\$10	\$15	\$5	per player, per season	
b) Soccer Field Rental					
i) Resident	\$10 - \$20 depending on res %	\$25	\$5 - \$15	per hour	
ii) Non-Resident	\$25	\$30	\$5	per hour	
iii) Tournaments	\$25	\$27.50	\$2.50	per hour	
c) Softball/Baseball Field Rental					
i) Resident	\$10 - \$20 depending on res %	\$15	(\$5) - \$5	per hour	
ii) Non-Resident	\$20	\$20	\$0	per hour	
iii) Tournaments	\$15	\$17.50	\$2.50	per hour	
d) Damage Deposit (per field)		\$250		refundable deposit	
<b>2 Sports Field Rental - Light Use</b>					
a) Local Youth Organization / Resident	\$10 - \$20 depending on res %	\$15	(\$5) - \$5	per hour	
b) Non-Resident	\$20	\$22.50	\$2.50	per hour	
c) Tournament	\$15	\$17.50	\$2.50	per hour	
<b>3 Field Preparation, Maintenance, Scoreboard, etc.</b>					
a) Softball Field Rental - Initial Field Preps	\$30	\$37.50	\$7.50	per field	
b) Softball Field Rental - Maintenance					
i) Maintenance Fee	\$250	\$300	\$50	per day	[a]
ii) Additional Maintenance Fee (after 12 hours)		\$30		per hour	
c) Softball Field Rental - Scoreboard	\$20	\$25	\$5	per day, per field	
d) Softball Field Rental - Temporary Fence Set-up	\$50	\$62.50	\$13	per field	
e) Softball/Soccer Field Rental - Refuse					
i) Up to 500 people	\$50	\$50	\$0		
ii) 501 - 1,000 people	\$100	\$100	\$0		
iii) Over 1,000 people	\$150	\$150	\$0		
<b>4 Tennis Court Rental Fee</b>	n/a	\$10	n/a	per hour	

[a] Restrooms, trash, between game preps, etc.

City of Lincoln

BEFORE AND AFTER ILLUSTRATION - AQUATICS FEES

Activity Description	Current Fee	Proposed Fee	Difference	Charge Basis	Note
1 Pool Rental					
a) Per Hour - 2 hour minimum; up to 50 persons	\$75 - \$85	\$125		per hour	
b) Additional Lifeguard Fee (for rentals in excess of 50 persons)	\$50	\$30	(\$20)	per hour, per guard	[a]

[a] For rentals with attendance in excess of 50 persons, additional lifeguard fee applies per 20 people in excess of the first 50 attendees.

## Attachment D



**Calculation of Fully-Burdened Hourly Rates**

## Cost of Service Analysis Table of Contents

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Calculation of Fully-Burdened Hourly Rates

Building Fees

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

Name	Building Official	Bldg Inspector	Bldg Inspector (Contract)	Bldg Inspector (Contract)	Plan Check (Contract)
<b>Indirect</b>					
Building	55%	20%	15%	15%	10%
<b>Direct</b>					
Building	45%	80%	85%	85%	90%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Description	Building Official	Bldg Inspector	Bldg Inspector (Contract)	Bldg Inspector (Contract)	Plan Check (Contract)	Total	Note
Annual Salary & Wages	\$ 131,698	\$ 67,785	\$ -	\$ -	\$ -	\$ 199,483	
Annual Benefits	\$ 36,436	\$ 36,255	\$ -	\$ -	\$ -	\$ 72,691	
Overtime	\$ 1,297	\$ 1,297	\$ -	\$ -	\$ -	\$ 2,594	
Contract Svcs			\$ 137,500	\$ 137,500	\$ 125,000	\$ 400,000	
<b>Total</b>	<b>\$ 169,431</b>	<b>\$ 105,337</b>	<b>\$ 137,500</b>	<b>\$ 137,500</b>	<b>\$ 125,000</b>	<b>\$ 674,768</b>	

Name	Building Official	Bldg Inspector	Bldg Inspector (Contract)	Bldg Inspector (Contract)	Plan Check (Contract)	Total
<b>Indirect</b>						
Building	\$ 93,187	\$ 21,067	\$ 20,625	\$ 20,625	\$ 12,500	\$ 168,004
<b>Direct</b>						
Building	\$ 76,244	\$ 84,270	\$ 116,875	\$ 116,875	\$ 112,500	\$ 506,764
<b>Total [must equal wages and benefits]</b>	<b>\$ 169,431</b>	<b>\$ 105,337</b>	<b>\$ 137,500</b>	<b>\$ 137,500</b>	<b>\$ 125,000</b>	<b>\$ 674,768</b>

Description	Building Official	Bldg Inspector	Bldg Inspector (Contract)	Bldg Inspector (Contract)	Plan Check (Contract)	Add: Alloc of CD Admin	Total
FTE (Equivalent)	1.00	1.00	1.00	1.00	0.50		
Annual Hours	2,080	2,080					
Productive Hours	1,800	1,800	1,725	1,725	1,000	6,840	14,890

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

Name	Building Official	Bldg Inspector	Bldg Inspector (Contract)	Bldg Inspector (Contract)	Plan Check (Contract)	Add: Alloc of CD Admin	Weighted Total
<b>Indirect</b>							
General Administration and Management	40%	15%	10%	10%	10%	30%	23%
Certification and Training	2%	0%	0%	0%	0%	0%	0%
Code, Policies, and Procedures Update	8%	0%	0%	0%	0%	0%	1%
Public Info - Non-Dev Related	0%	0%	0%	0%	0%	4%	2%
Public Info - Dev Related w/out active app	5%	5%	5%	5%	0%	19%	11%
<b>Direct Hours</b>							
Long-range Planning	0%	0%	0%	0%	0%	0%	0%
Capital Projects / City Projects (non-fee)	5%	0%	0%	0%	0%	0%	1%
Code Enforcement and Compliance	5%	0%	0%	0%	0%	0%	1%
Building Prmt, Plan Rvw, Inspection	35%	80%	85%	85%	90%	47%	61%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Name	Building Official	Bldg Inspector	Bldg Inspector (Contract)	Bldg Inspector (Contract)	Plan Check (Contract)	Add: Alloc of CD Admin	Total
<b>Indirect Hours</b>							
General Administration and Management	720	270	173	173	100	2,027	3,462
Certification and Training	36	-	-	-	-	-	36
Code, Policies, and Procedures Update	144	-	-	-	-	-	144
Public Info - Non-Dev Related	-	-	-	-	-	274	274
Public Info - Dev Related w/out active app	90	90	86	86	-	1,300	1,652
<b>Direct Hours</b>							
Long-range Planning	-	-	-	-	-	-	-
Capital Projects / City Projects (non-fee)	90	-	-	-	-	-	90
Code Enforcement and Compliance	90	-	-	-	-	-	90
Building Prmt, Plan Rvw, Inspection	630	1,440	1,466	1,466	900	3,240	9,143
<b>Total [must equal 100%]</b>	<b>1,800</b>	<b>1,800</b>	<b>1,725</b>	<b>1,725</b>	<b>1,000</b>	<b>6,840</b>	<b>14,890</b>

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Building

**Labor Expenditures**

Description	Building	Notes
Salary, Wages, Benefits (Building)	\$ 274,768	[a]
Salary, Wages, Benefits (Comm Dev Admin, Incl'd Contract Svc)	\$ 374,346	[b]
Contract Services (Building Inspection and Plan Check)	\$ 400,000	[c]
<b>Total</b>	<b>\$ 1,049,114</b>	

**Recurring Non-Labor Expenditures [a]**

Description	Total	Adjustments	Subtotal	Notes
<b>100-4230-Building</b>				
100-4230-50111-0000 Insurance	\$ 4,078	\$ -	\$ 4,078	
100-4230-50140-0000 Materials & Supplies	\$ 500	\$ -	\$ 500	
100-4230-50140-1186 Materials & Supplies	\$ 4,000	\$ -	\$ 4,000	
100-4230-50150-0000 Fuel & Oil	\$ 1,500	\$ -	\$ 1,500	
100-4230-50190-0000 Uniforms & Clothing	\$ 1,300	\$ -	\$ 1,300	
100-4230-50220-0000 Advertising	\$ 160	\$ -	\$ 160	
100-4230-50400-0000 Professional Services	\$ 150,000	\$ (150,000)	\$ -	[d]
<b>Subtotal</b>	<b>\$ 161,538</b>	<b>\$ (150,000)</b>	<b>\$ 11,538</b>	

Description	Total	Adjustments	Subtotal	Notes
<b>248-4230-Building</b>				
248-4230-50111-0000 Insurance	\$ 1,884	\$ -	\$ 1,884	
248-4230-50140-0000 Materials & Supplies	\$ 1,500	\$ -	\$ 1,500	
248-4230-50220-0000 Advertising	\$ 240	\$ -	\$ 240	
248-4230-50250-0000 Communications	\$ 2,380	\$ -	\$ 2,380	
248-4230-50400-0000 Professional Services	\$ 250,000	\$ (250,000)	\$ -	[d]
248-4230-50500-0000 Membership/Dues	\$ 990	\$ -	\$ 990	
248-4230-50540-0000 Training/Travel/Conf/Mtgs	\$ 20,000	\$ -	\$ 20,000	
<b>Subtotal</b>	<b>\$ 276,994</b>	<b>\$ (250,000)</b>	<b>\$ 26,994</b>	

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Building

**Allocation of Central Services**

Description	Indirect Rate	Direct Salary	Allocated Citywide Overhead	Notes
Allocation of Citywide Overhead	61%	\$ 495,889	\$ 303,980	[e]

**Indirect Support Costs Allocated from Community Development Admin**

Description	Total	Notes
Non-Labor Comm Dev Admin	\$ 157,971	[b]

**Total Initial Allocation**

Description	Total	Allocation Share
Labor Expenditures & Contract Svc Support (Incl'dg Comm Dev Admin)	\$ 1,049,114	68%
Recurring Non-Labor (Including Comm Dev Admin)	\$ 196,503	13%
Citywide Overhead	\$ 303,980	20%
Total	\$ 1,549,597	100%

**Calculation of Fully-Burdened Hourly Rate**

Description	Allocation	Labor	Non-Labor	C'wide Overhead	Total	Targeted Recovery from Fees	Amount Recoverable from Fees	Targeted Hourly Rate
<b>Indirect</b>								
General Administration and Management	23%	\$ 243,921	\$ 45,687	\$ 70,676	\$ 360,284	96%	\$ 345,755	\$ 38
Certification and Training	0%	\$ 2,536	\$ 475	\$ 735	\$ 3,746	96%	\$ 3,595	\$ 0
Code, Policies, and Procedures Update	1%	\$ 10,146	\$ 1,900	\$ 2,940	\$ 14,986	96%	\$ 14,381	\$ 2
Public Info - Non-Dev Related	2%	\$ 19,277	\$ 3,611	\$ 5,585	\$ 28,473	0%	\$ -	\$ -
Public Info - Dev Related w/out active app	11%	\$ 116,401	\$ 21,802	\$ 33,727	\$ 171,931	100%	\$ 171,931	\$ 19
<b>Direct Hours</b>								
Long-range Planning	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Capital Projects / City Projects (non-fee)	1%	\$ 6,341	\$ 1,188	\$ 1,837	\$ 9,366	0%	\$ -	\$ -
Code Enforcement and Compliance	1%	\$ 6,341	\$ 1,188	\$ 1,837	\$ 9,366	0%	\$ -	\$ -
Building Prmt, Plan Rvw, Inspection	61%	\$ 644,150	\$ 120,652	\$ 186,642	\$ 951,444	100%	\$ 951,444	\$ 104
Total	100%	\$ 1,049,114	\$ 196,503	\$ 303,980	\$ 1,549,597	96%	\$ 1,487,107	\$ 163
							Direct Hours	9,143

**Calculation of Indirect Cost Rate Multiplier for Hourly Billing Assuming Full Cost Recovery (100% Cost Recovery) - Using Hourly Wages as Calculator**

Description	Est FTE	Annual Hours Per FTE	Total Est. Annual Hours	Est. Salaries and Wages	Hrly Wage Rate Only Assuming Total Annual Hours	Estimated Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Notes
Building	2.00	2,080	4,160	\$ 199,483	\$ 48	\$ 163	<b>3.39</b>	

	Regular Hours			Overtime (If Applicable)		
Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate	OT Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate
Building Inspector	\$ 33	3.39	\$ 111	\$ 49	2.59	\$ 127
Building Official	\$ 63	3.39	\$ 215	\$ 95	2.59	\$ 246

Functional Division	Billing Factor - Applied to Regular Hourly Wage	Billing Factor - Applied to OT Hourly Wage
Building	3.39	2.59

- [a] Source: FY 19/20 adopted budget.  
[b] See separate worksheet for allocation.  
[c] Amounts based on multi-year average (17/18 - 19/20).  
[d] Adjustment to avoid double counting. Expenditures included in labor section of this analysis.  
[e] See central service cost allocation plan.

## Calculation of Fully-Burdened Hourly Rates

### Planning Fees

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

Name	Planning Manager	Senior Planner	Assoc Planner
<b>Indirect</b>			
Planning	35%	25%	50%
<b>Direct</b>			
Planning	65%	75%	50%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Description	Planning Manager	Senior Planner	Assoc Planner	Total
Annual Salary & Wages	\$ 112,596	\$ 94,734	\$ 59,462	\$ 266,792
Annual Benefits	\$ 40,826	\$ 62,876	\$ 21,387	\$ 125,090
Contract Svcs				\$ -
<b>Total</b>	<b>\$ 153,422</b>	<b>\$ 157,610</b>	<b>\$ 80,849</b>	<b>\$ 391,882</b>

Name	Planning Manager	Senior Planner	Assoc Planner	Total
<b>Indirect</b>				
Planning	\$ 53,698	\$ 39,403	\$ 40,425	\$ 133,525
<b>Direct</b>				
Planning	\$ 99,724	\$ 118,208	\$ 40,425	\$ 258,357
<b>Total [must equal wages and benefits]</b>	<b>\$ 153,422</b>	<b>\$ 157,610</b>	<b>\$ 80,849</b>	<b>\$ 391,882</b>

Description	Planning Manager	Senior Planner	Assoc Planner	Add: Alloc of CD Admin	Total
FTE (Equivalent)	1.00	1.00	1.00		
Annual Hours	2,080	2,080	2,080		
Productive Hours	1,800	1,800	1,800	1,800	7,200



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

Name	Planning Manager	Senior Planner	Assoc Planner	Add: Alloc of CD Admin	Weighted Total
<b>Indirect</b>					
General Administration and Management	20%	10%	10%	30%	18%
Certification and Training	2%	2%	2%	0%	2%
Code, Policies, and Procedures Update	3%	3%	3%	0%	2%
Public Info - Non-Dev Related	0%	0%	23%	4%	7%
Public Info - Dev Related w/out active app	10%	10%	12%	6%	10%
<b>Direct Hours</b>					
Long-range Planning	15%	0%	0%	0%	4%
Capital Projects / City Projects (non-fee)	0%	0%	0%	0%	0%
Code Enforcement and Compliance	0%	0%	0%	0%	0%
Bldg Permit Zoning Plan Check	11%	25%	5%	20%	15%
Current Planning	39%	50%	45%	40%	44%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Name	Planning Manager	Senior Planner	Assoc Planner	Add: Alloc of CD Admin	Total
<b>Indirect Hours</b>					
General Administration and Management	360	180	180	540	1,260
Certification and Training	36	36	36	-	108
Code, Policies, and Procedures Update	54	54	54	-	162
Public Info - Non-Dev Related	-	-	414	72	486
Public Info - Dev Related w/out active app	180	180	216	108	684
<b>Direct Hours</b>					
Long-range Planning	270	-	-	-	270
Capital Projects / City Projects (non-fee)	-	-	-	-	-
Code Enforcement and Compliance	-	-	-	-	-
Bldg Permit Zoning Plan Check	198	450	90	360	1,098
Current Planning	702	900	810	720	3,132
<b>Total [must equal 100%]</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>	<b>7,200</b>

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Planning

**Labor Expenditures [a]**

Description	Total	Notes
Salary, Wages, Benefits (Planning)	\$ 391,882	
Salary, Wages, Benefits (Comm Dev Admin, Incl'd Contract Svc)	\$ 155,239	[b]
Contract Services (Current Planning)	\$ -	[c]
<b>Total</b>	<b>\$ 547,121</b>	

**Recurring Non-Labor Expenditures [a]**

Description	Total	Adjustments	Subtotal	Notes
<b>100-4220-Planning</b>				
100-4220-50111-0000 Insurance	\$ 2,956	\$ -	\$ 2,956	
100-4220-50250-0000 Communications	\$ 435	\$ -	\$ 435	
100-4220-50500-0000 Membership/Dues	\$ 750	\$ -	\$ 750	
<b>Subtotal</b>	<b>\$ 4,141</b>	<b>\$ -</b>	<b>\$ 4,141</b>	

Description	Total	Adjustments	Subtotal	Notes
<b>248-4220-Planning</b>				
248-4220-50111-0000 Insurance	\$ 5,548	\$ -	\$ 5,548	
248-4220-50140-0000 Materials & Supplies	\$ 5,000	\$ -	\$ 5,000	
248-4220-50400-0000 Professional Services	\$ 120,000	\$ (120,000)	\$ -	[d]
248-4220-50500-0000 Membership/Dues	\$ 2,150	\$ -	\$ 2,150	
248-4220-50540-0000 Training/Travel/Conf/Mtgs	\$ 4,000	\$ -	\$ 4,000	
<b>Subtotal</b>	<b>\$ 136,698</b>	<b>\$ (120,000)</b>	<b>\$ 16,698</b>	

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Planning

**Allocation of Central Services**

Description	Indirect Rate	Direct Salary	Allocated Citywide Overhead	Notes
Allocation of Citywide Overhead	61%	\$ 413,372	\$ 253,397	[e]

**Indirect Support Costs Allocated from Community Development Admin**

Description	Total
Non-Labor Comm Dev Admin	\$ 65,510

**Total Initial Allocation**

Description	Total	Allocation Share
Labor Expenditures & Contract Svc Support (Incl'dg Comm Dev Admin)	\$ 547,121	62%
Recurring Non-Labor (Including Comm Dev Admin)	\$ 86,349	10%
Citywide Overhead	\$ 253,397	29%
Total	\$ 886,867	100%

**Calculation of Fully-Burdened Hourly Rate**

Description	Allocation	Labor	Non-Labor	C'wide Overhead	Total	Targeted Recovery from Fees	Amount Recoverable from Fees	Targeted Hourly Rate
<b><u>Indirect</u></b>								
General Administration and Management	18%	\$ 95,746	\$ 15,111	\$ 44,344	\$ 155,202	87%	\$ 134,508	\$ 32
Certification and Training	2%	\$ 8,207	\$ 1,295	\$ 3,801	\$ 13,303	87%	\$ 11,529	\$ 3
Code, Policies, and Procedures Update	2%	\$ 12,310	\$ 1,943	\$ 5,701	\$ 19,955	87%	\$ 17,294	\$ 4
Public Info - Non-Dev Related	7%	\$ 36,931	\$ 5,829	\$ 17,104	\$ 59,864	0%	\$ -	\$ -
Public Info - Dev Related w/out active app	10%	\$ 51,977	\$ 8,203	\$ 24,073	\$ 84,252	100%	\$ 84,252	\$ 20
<b><u>Direct Hours</u></b>								
Long-range Planning	4%	\$ 20,517	\$ 3,238	\$ 9,502	\$ 33,258	0%	\$ -	\$ -
Capital Projects / City Projects (non-fee)	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Code Enforcement and Compliance	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Bldg Permit Zoning Plan Check	15%	\$ 83,436	\$ 13,168	\$ 38,643	\$ 135,247	100%	\$ 135,247	\$ 32
Current Planning	44%	\$ 237,998	\$ 37,562	\$ 110,228	\$ 385,787	100%	\$ 385,787	\$ 91
Total	100%	\$ 547,121	\$ 86,349	\$ 253,397	\$ 886,867	87%	\$ 768,618	\$ 182
							Direct Hours	4,230

**Calculation of Indirect Cost Rate Multiplier for Hourly Billing Assuming Full Cost Recovery (100% Cost Recovery) - Using Hourly Wages as Calculator**

Description	Est FTE	Annual Hours Per FTE	Total Est. Annual Hours	Est. Salaries and Wages	Hrly Wage Rate Only Assuming Total Annual Hours	Estimated Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Notes
Planning	3.00	2,080	6,240	\$ 266,792	\$ 43	\$ 182	<b>4.25</b>	

	Regular Hours			Overtime (If Applicable)		
Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate	OT Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate
Assoc Planner	\$ 29	4.25	\$ <b>121</b>	\$ 43	3.17	\$ <b>136</b>
Senior Planner	\$ 46	4.25	\$ <b>194</b>	\$ 68	3.17	\$ <b>216</b>
Planning Manager	\$ 54	4.25	\$ <b>230</b>	\$ 81	3.17	\$ <b>257</b>

Functional Division	Billing Factor - Applied to Regular Hourly Wage	Billing Factor - Applied to OT Hourly Wage
Planning	4.25	3.17

- [a] Source: FY 19/20 adopted budget.  
[b] See separate worksheet for allocation.  
[c] Amounts based on multi-year average (17/18 - 19/20). Amounts assume full staffing of department.  
[d] Adjustment to avoid double counting. Expenditures included in labor section of this analysis.  
[e] See central service cost allocation plan.

Calculation of Fully-Burdened Hourly Rates

Private Land Development Engineering / Encroachments / Improvement Inspection Fees

Name	PW Director	Office Asst II	Senior Engineer	Assoc LD Engineer	LD Eng / Encr'mt (Contract)
<b>Indirect</b>					
Land Development Eng / Encroach	100%	50%	30%	30%	0%
<b>Direct</b>					
Land Development Eng / Encroach	0%	50%	70%	70%	100%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Description	PW Director	Office Asst II	Senior Engineer	Assoc LD Engineer	LD Eng / Encr'mt (Contract)	Total
Annual Salary & Wages	\$ 31,004	\$ 61,021	\$ 105,025	\$ 88,345		\$ 285,395
Annual Benefits	\$ 11,332	\$ 15,516	\$ 41,897	\$ 26,618		\$ 95,363
Contract Svcs					\$ 461,000	\$ 461,000
<b>Total</b>	<b>\$ 42,336</b>	<b>\$ 76,537</b>	<b>\$ 146,923</b>	<b>\$ 114,963</b>	<b>\$ 461,000</b>	<b>\$ 841,759</b>

Name	PW Director	Office Asst II	Senior Engineer	Assoc LD Engineer	LD Eng / Encr'mt (Contract)	Total
<b>Indirect</b>						
Land Development Eng / Encroach	\$ 42,336	\$ 38,269	\$ 44,077	\$ 34,489	\$ -	\$ 159,170
<b>Direct</b>						
Land Development Eng / Encroach	\$ -	\$ 38,269	\$ 102,846	\$ 80,474	\$ 461,000	\$ 682,588
<b>Total [must equal wages and benefits]</b>	<b>\$ 42,336</b>	<b>\$ 76,537</b>	<b>\$ 146,923</b>	<b>\$ 114,963</b>	<b>\$ 461,000</b>	<b>\$ 841,759</b>

Description	PW Director	Office Asst II	Senior Engineer	Assoc LD Engineer	LD Eng / Encr'mt (Contract)	Add: Alloc of CD Admin	Total
FTE (Equivalent)	0.20	1.00	1.00	1.00			
Annual Hours	416	2,080	2,080	2,080			
Productive Hours	360	1,800	1,800	1,800	3,169	360	9,289

User and Regulatory Fee Study

Allocation of Annual Labor Effort - Land Development Engineering - Private Land Development Engineering / Encroachments / Improvement Inspection

Name	PW Director	Office Asst II	Senior Engineer	Assoc LD Engineer	LD Eng / Encr'mt (Contract)	Add: Alloc of CD Admin	Weighted Total
<b>Indirect</b>							
General Administration and Management	100%	50%	18%	18%	0%	100%	24%
Certification and Training	0%	0%	2%	2%	0%	0%	1%
Code, Policies, and Procedures Update	0%	0%	5%	0%	0%	0%	1%
Public Info - Non-Dev Related	0%	0%	0%	0%	0%	0%	0%
Public Info - Dev Related w/out active app	0%	0%	5%	10%	0%	0%	3%
<b>Direct Hours</b>							
Long-range Planning	0%	0%	0%	0%	0%	0%	0%
Capital Projects / City Projects (non-fee)	0%	0%	0%	0%	0%	0%	0%
Code Enforcement and Compliance	0%	0%	0%	0%	0%	0%	0%
Private Development / Encroachm'ts	0%	50%	70%	70%	100%	0%	71%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Name	PW Director	Office Asst II	Senior Engineer	Assoc LD Engineer	LD Eng / Encr'mt (Contract)	Add: Alloc of CD Admin	Total
<b>Indirect Hours</b>							
General Administration and Management	360	900	324	324	-	360	2,268
Certification and Training	-	-	36	36	-	-	72
Code, Policies, and Procedures Update	-	-	90	-	-	-	90
Public Info - Non-Dev Related	-	-	-	-	-	-	-
Public Info - Dev Related w/out active app	-	-	90	180	-	-	270
<b>Direct Hours</b>							
Long-range Planning	-	-	-	-	-	-	-
Capital Projects / City Projects (non-fee)	-	-	-	-	-	-	-
Code Enforcement and Compliance	-	-	-	-	-	-	-
Private Development / Encroachm'ts	-	900	1,260	1,260	3,169	-	6,589
<b>Total [must equal 100%]</b>	<b>360</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>	<b>3,169</b>	<b>360</b>	<b>9,289</b>

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Estimated Land Development Consultant Hourly Billings - Private Land Development Engineering / Encroachments / Improvement Inspection

**Labor Expenditures**

Description	Rate	12/31/2017	1/31/2018	2/28/2018	3/31/2018	4/30/2018	5/31/2018	6/30/2018
Development Projects	\$ 115	56.50	133.00	-	-	-	-	-
Development Projects	\$ 125	-	-	102.50	140.50	122.00	79.25	87.00
Development Projects	\$ 130	-	-	8.00	3.50	1.00	1.50	1.25
Development Projects	\$ 150	10.00	11.50	11.00	9.50	3.00	0.50	12.00
Development Projects	\$ 155	-	-	-	-	-	-	-
Development Projects	\$ 115	5.50	-	-	-	-	-	-
Total Hours		72.00	144.50	121.50	153.50	126.00	81.25	100.25
Hourly Billing		\$ 8,630	\$ 17,020	\$ 15,503	\$ 19,443	\$ 15,830	\$ 10,176	\$ 12,838
Vehicle Charges		\$ 818	\$ 1,925	\$ 1,808	\$ 2,035	\$ 1,835	\$ 1,190	\$ 1,208
Total Monthly Billing		\$ 9,448	\$ 18,945	\$ 17,310	\$ 21,478	\$ 17,665	\$ 11,366	\$ 14,045
Average Hourly Rate		\$ 131	\$ 131	\$ 142	\$ 140	\$ 140	\$ 140	\$ 140

Description	Rate	7/31/2018	8/31/2018	9/30/2018	10/31/2018	11-Month	Per Month	1-Yr Est.
Development Projects	\$ 115	-	-	-	-	189.50		
Development Projects	\$ 125	-	-	-	-	531.25		
Development Projects	\$ 130	54.00	152.25	127.50	209.00	558.00		
Development Projects	\$ 150	-	-	-	-	57.50		
Development Projects	\$ 155	23.25	13.00	21.50	34.25	92.00		
Development Projects	\$ 115	-	-	-	-	5.50		
Total Hours		77.25	165.25	149.00	243.25	1,433.75	130.34	1,564.09
Hourly Billing		\$ 10,624	\$ 21,808	\$ 19,908	\$ 32,479			
Vehicle Charges		\$ 661	\$ 1,713	\$ 1,980	\$ 4,818			
Total Monthly Billing		\$ 11,285	\$ 23,520	\$ 21,888	\$ 37,296			
Average Hourly Rate		\$ 146	\$ 142	\$ 147	\$ 153	\$ 141		\$ 145



City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Private Land Development Engineering / Encroachments / Improvement Inspection

**Labor Expenditures [a]**

Description	Total	Notes
Salary, Wages, Benefits (LD, Encroachments, Improv'mt Inspect.)	\$ 380,759	[b]
Salary, Wages, Benefits (Comm Dev Admin, Incl'd Contract Svc)	\$ 39,339	
Contract Services (LD, Encroachments, Improv'mt Inspect.)	\$ 461,000	
<b>Total</b>	<b>\$ 881,097</b>	

**Recurring Non-Labor Expenditures [a]**

Description	Total	Adjustments	Subtotal	Notes
<b>100-4225-ComDev Engineering</b>				
100-4225-50111-0000 Insurance	\$ 1,421	\$ -	\$ 1,421	
100-4225-50500-0000 Membership/Dues	\$ 300	\$ -	\$ 300	
<b>Subtotal</b>	<b>\$ 1,721</b>	<b>\$ -</b>	<b>\$ 1,721</b>	

Description	Total	Adjustments	Subtotal	Notes
<b>248-4225-ComDev Engineering</b>				
248-4225-50111-0000 Insurance	\$ 4,262	\$ -	\$ 4,262	[c]
248-4225-50140-0000 Materials & Supplies	\$ 450	\$ -	\$ 450	
248-4225-50400-0000 Professional Services	\$ 10,000	\$ (10,000)	\$ -	
248-4225-50500-0000 Membership/Dues	\$ 1,800	\$ -	\$ 1,800	
248-4225-50540-0000 Training/Travel/Conf/Mtgs	\$ 1,000	\$ -	\$ 1,000	
<b>Subtotal</b>	<b>\$ 17,512</b>	<b>\$ (10,000)</b>	<b>\$ 7,512</b>	

Description	Total	Adjustments	Subtotal	Notes
<b>248-6830-Engineering</b>				
248-6830-50400-0000 Professional Services	\$ 451,000	\$ (451,000)	\$ -	[c]
<b>Subtotal</b>	<b>\$ 451,000</b>	<b>\$ (451,000)</b>	<b>\$ -</b>	

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Private Land Development Engineering / Encroachments / Improvement Inspection

**Allocation of Central Services**

Description	Indirect Rate	Direct Salary	Allocated Citywide Overhead	Notes
Allocation of Citywide Overhead	61%	\$ 285,395	\$ 174,947	[d]

**Indirect Support Costs Allocated from Community Development Admin**

Description	Total
Non-Labor Comm Dev Admin	\$ 16,601

**Total Initial Allocation**

Description	Total	Allocation Share
Labor Expenditures & Contract Svc Support (Incl'dg Comm Dev Admin)	\$ 881,097	81%
Recurring Non-Labor (Including Comm Dev Admin)	\$ 25,834	2%
Citywide Overhead	\$ 174,947	16%
Total	\$ 1,081,878	100%

**Calculation of Fully-Burdened Hourly Rate**

Description	Allocation	Labor	Non-Labor	C'wide Overhead	Total	Targeted Recovery from Fees	Amount Recoverable from Fees	Targeted Hourly Rate
<b><u>Indirect</u></b>								
General Administration and Management	24%	\$ 215,126	\$ 6,307	\$ 42,714	\$ 264,148	100%	\$ 264,148	\$ 40
Certification and Training	1%	\$ 6,829	\$ 200	\$ 1,356	\$ 8,386	100%	\$ 8,386	\$ 1
Code, Policies, and Procedures Update	1%	\$ 8,537	\$ 250	\$ 1,695	\$ 10,482	100%	\$ 10,482	\$ 2
Public Info - Non-Dev Related	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Public Info - Dev Related w/out active app	3%	\$ 25,610	\$ 751	\$ 5,085	\$ 31,446	100%	\$ 31,446	\$ 5
<b><u>Direct Hours</u></b>								
Long-range Planning	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Capital Projects / City Projects (non-fee)	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Code Enforcement and Compliance	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Private Development / Encroachm'ts	71%	\$ 624,996	\$ 18,325	\$ 124,097	\$ 767,417	100%	\$ 767,417	\$ 116
Total	100%	\$ 881,097	\$ 25,834	\$ 174,947	\$ 1,081,878	100%	\$ 1,081,878	\$ 164
							Direct Hours	6,589

**Calculation of Indirect Cost Rate Multiplier for Hourly Billing Assuming Full Cost Recovery (100% Cost Recovery) - Using Hourly Wages as Calculator**

Description	Est FTE	Annual Hours Per FTE	Total Est. Annual Hours	Est. Salaries and Wages	Hrly Wage Rate Only Assuming Total Annual Hours	Estimated Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Notes
Land Development Engineering / Inspection	3.20	2,080	6,656	\$ 285,395	\$ 43	\$ 164	<b>3.83</b>	

	Regular Hours			Overtime (If Applicable)		
Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate	OT Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate
Office Asst II	\$ 29	3.83	\$ 112	\$ 44	2.89	\$ 127
Construction Inspector	\$ 34	3.83	\$ 130	\$ 51	2.89	\$ 147
Assoc LD Engineer	\$ 42	3.83	\$ 163	\$ 64	2.89	\$ 184
Senior Engineer	\$ 50	3.83	\$ 193	\$ 76	2.89	\$ 219
PW Director	\$ 75	3.83	\$ 285	n/a	n/a	n/a

Functional Division	Billing Factor - Applied to Regular Hourly Wage	Billing Factor - Applied to OT Hourly Wage
Encroachments / Land Dev - PC, Inspect	3.83	2.89

- [a] Source: FY 19/20 adopted budget.  
[b] See separate worksheet for allocation.  
[c] Adjustment to avoid double counting. Expenditures included in labor section of this analysis.  
[d] See central service cost allocation plan.

Allocation of Labor and Costs

Community Development Administration

City of Lincoln  
User and Regulatory Fee Study  
Allocation of Annual Labor Effort - Community Development Administration

	In-House				Contract
Name	Comm Dev Director	Sr Admin Analyst	Office Assistant	Permit Tech	Permit Tech
<b>Direct Support</b>					
Building		23%	23%	68%	68%
Planning	40%	3%	3%	8%	8%
Land Development Engineering					
<b>Indirect Support</b>					
Building	20%	68%	68%	23%	23%
Planning	20%	8%	8%	3%	3%
Land Development Engineering	20%	0%	0%	0%	0%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Description	Comm Dev Director	Sr Admin Analyst	Office Assistant	Permit Tech	Permit Tech	Total
Annual Salary & Wages	\$ 150,660	\$ 101,866	\$ 36,479	\$ 46,387		\$ 335,392
Annual Benefits	\$ 46,034	\$ 35,330	\$ 30,238	\$ 35,330		\$ 146,932
Contract Svc Amount					\$ 86,600	\$ 86,600
<b>Total</b>	<b>\$ 196,694</b>	<b>\$ 137,196</b>	<b>\$ 66,717</b>	<b>\$ 81,717</b>	<b>\$ 86,600</b>	<b>\$ 568,924</b>

Name	Comm Dev Director	Sr Admin Analyst	Office Assistant	Permit Tech	Permit Tech	Total
<b>Direct Support</b>						
Building	\$ -	\$ 30,869	\$ 15,011	\$ 55,159	\$ 58,455	\$ 159,494
Planning	\$ 78,678	\$ 3,430	\$ 1,668	\$ 6,129	\$ 6,495	\$ 96,399
Land Development Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Indirect Support</b>						
Building	\$ 39,339	\$ 92,607	\$ 45,034	\$ 18,386	\$ 19,485	\$ 214,851
Planning	\$ 39,339	\$ 10,290	\$ 5,004	\$ 2,043	\$ 2,165	\$ 58,840
Land Development Engineering	\$ 39,339	\$ -	\$ -	\$ -	\$ -	\$ 39,339
<b>Total [must equal wages and benef</b>	<b>\$ 196,694</b>	<b>\$ 137,196</b>	<b>\$ 66,717</b>	<b>\$ 81,717</b>	<b>\$ 86,600</b>	<b>\$ 568,924</b>

User and Regulatory Fee Study  
Allocation of Annual Labor Effort - Community Development Administration

Description	Comm Dev Director	Sr Admin Analyst	Office Assistant	Permit Tech	Permit Tech
FTE	1.00	1.00	1.00	1.00	[contract]
Annual Hours	2,080	2,080	2,080	2,080	1,800
Productive Hours	1,800	1,800	1,800	1,800	1,800

Name	Comm Dev Director	Sr Admin Analyst	Office Assistant	Permit Tech	Permit Tech	Total
<b>Direct Support</b>						
Building	-	405	405	1,215	1,215	3,240
Planning	720	45	45	135	135	1,080
Land Development Engineering	-	-	-	-	-	-
<b>Indirect Support</b>						
Building	360	1,215	1,215	405	405	3,600
Planning	360	135	135	45	45	720
Land Development Engineering	360	-	-	-	-	360
<b>Total [must equal productive hours]</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>	<b>9,000</b>

City of Lincoln  
User and Regulatory Fee Study  
Allocation of Divisional Costs - Community Development Administration

**Labor Expenditures [a]**

Description	Total	Notes
Salary and Wages	\$ 335,392	
Benefits	\$ 146,932	
Contract Svcs	\$ 86,600	[b]
Total	\$ 568,924	

**Divisional Budget [a]**

Description	Fd 100	Fd 248	Subtotal	Adjustment	Total	Notes
Insurance	\$ 4,385	\$ 6,101	\$ 10,486	\$ -	\$ 10,486	
Materials & Supplies		\$ 400	\$ 400	\$ -	\$ 400	
Communications	\$ 600	\$ 600	\$ 1,200	\$ -	\$ 1,200	
Lease		\$ 4,400	\$ 4,400	\$ -	\$ 4,400	
Professional Services	\$ 42,500	\$ 44,100	\$ 86,600	\$ (86,600)	\$ -	[c]
Membership/Dues		\$ 1,800	\$ 1,800	\$ -	\$ 1,800	
Training/Travel/Conf/Mtgs	\$ 600	\$ 600	\$ 1,200	\$ -	\$ 1,200	
Regulatory Fees	\$ 15,000		\$ 15,000	\$ -	\$ 15,000	
Subtotal	\$ 63,085	\$ 58,001	\$ 121,086	\$ (86,600)	\$ 34,486	

**Allocation of Central Services**

Description	Indirect Rate	Direct Salary	Allocated Overhead	Notes
Estimated Citywide Overhead	61%	\$ 335,392	\$ 205,595	[d]

**Total Initial Allocation**

Description	Total	Allocation Share
Labor Expenditures	\$ 568,924	70%
Recurring Non-Labor	\$ 34,486	4%
Citywide Overhead	\$ 205,595	25%
Total	\$ 809,005	100%

[a] Source: FY 19/20 adopted budget.

[b] See separate worksheet for allocation.

[c] Adjustment to avoid double counting. Expenditures included in labor section of this analysis.

[d] See central service cost allocation plan.

City of Lincoln  
User and Regulatory Fee Study  
Allocation of Costs - Community Development Administration

Name	Labor	Recurring Svcs & Supplies	Allocation of Central Svcs	Total
<b>Direct Support</b>				
Building	\$ 159,494	\$ 9,668	\$ 57,637	\$ 226,800
Planning	\$ 96,399	\$ 5,843	\$ 34,836	\$ 137,079
Land Development Engineering	\$ -	\$ -	\$ -	\$ -
<b>Indirect Support</b>				
Building	\$ 214,851	\$ 13,023	\$ 77,642	\$ 305,517
Planning	\$ 58,840	\$ 3,567	\$ 21,263	\$ 83,670
Land Development Engineering	\$ 39,339	\$ 2,385	\$ 14,216	\$ 55,939
<b>Total</b>	<b>\$ 568,924</b>	<b>\$ 34,486</b>	<b>\$ 205,595</b>	<b>\$ 809,005</b>



Calculation of Indirect Cost Rate Multiplier for Hourly Billing Assuming Full Cost Recovery (100% Cost Recovery) - Using Hourly Wages as Calculator

Description	Est FTE	Annual Hours Per FTE	Total Est. Annual Hours	Est. Salaries and Wages	Hrly Wage Rate Only Assuming Total Annual Hours	Notes
Community Development Administration	4.00	2,080	8,320	\$ 335,392	\$ 40	

	Regular Hours			Overtime (If Applicable)		
Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate
Permit Tech	\$ 22	3.82	\$ 85	\$ 33	2.88	\$ 96

	Regular Hours			Overtime (If Applicable)		
Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate
Office Assistant	\$ 18	4.04	\$ 71	\$ 26	3.03	\$ 80
Sr Admin Analyst	\$ 49	4.04	\$ 198	\$ 73	3.03	\$ 222
Community Development Director	\$ 72	4.04	\$ 293	n/a	n/a	n/a

Functional Division	Billing Factor - Applied to Regular Hourly Wage	Billing Factor - Applied to OT Hourly Wage
Permit Techs	3.82	2.88
Other Comm Dev Admin	4.04	3.03

Calculation of Fully-Burdened Hourly Rates

Fire

City of Lincoln  
User and Regulatory Fee Study  
Fire Department - Labor Cost Detail

Project/Position	Name	Salary	Benefits	Total Labor	FTE	Hours Per FTE	Annual Hours	Vacation	Holiday	Sick	Admin Leave	Productive Hours	Fully-Loaded Labor Rate
<b>Department Administration</b>													
Chief	PD/Fire Chief	\$ 105,753	\$ 39,036	\$ 144,788	0.50	2,080	1,040	60	48	48	-	884	\$ 164
<b>Subtotal</b>		\$ 105,753	\$ 39,036	\$ 144,788	0.50	2,080	1,040	60	48	48	-	884	\$ 164
<b>Fire Operations Division Administration</b>													
Battalion Chief (EMT)	Dworak, Tolan	\$ 190,015	\$ 97,556	\$ 287,572	1.00	2,920	2,920	-	-	-	-	2,920	\$ 98
Battalion Chief	Davis, Mike	\$ 189,115	\$ 97,314	\$ 286,429	1.00	2,920	2,920	-	-	-	-	2,920	\$ 98
<b>Subtotal</b>		\$ 379,131	\$ 194,870	\$ 574,001	2.00	5,840	5,840	-	-	-	-	5,840	\$ 98
<b>Fire Operations</b>													
Fire Captain	Kent, Norman	\$ 123,591	\$ 78,923	\$ 202,514	1.00	2,920	2,920	-	-	-	-	2,920	\$ 69
Fire Captain	Cass, Alfred	\$ 127,982	\$ 80,379	\$ 208,361	1.00	2,920	2,920	-	-	-	-	2,920	\$ 71
Fire Captain	Faddis, Evan	\$ 123,591	\$ 78,923	\$ 202,514	1.00	2,920	2,920	-	-	-	-	2,920	\$ 69
Fire Captain	Lombardi, Scott	\$ 123,591	\$ 78,923	\$ 202,514	1.00	2,920	2,920	-	-	-	-	2,920	\$ 69
Fire Captain	Macias, Mark	\$ 124,491	\$ 79,221	\$ 203,712	1.00	2,920	2,920	-	-	-	-	2,920	\$ 70
Fire Captain	Spence, Jacob	\$ 127,982	\$ 80,148	\$ 208,130	1.00	2,920	2,920	-	-	-	-	2,920	\$ 71
Fire Captain	McKinney, Scott	\$ 123,591	\$ 78,692	\$ 202,283	1.00	2,920	2,920	-	-	-	-	2,920	\$ 69
Fire Captain	Richards, Joshua	\$ 123,591	\$ 78,923	\$ 202,514	1.00	2,920	2,920	-	-	-	-	2,920	\$ 69
Fire Captain	Thomas, Timothy	\$ 121,942	\$ 78,375	\$ 200,317	1.00	2,920	2,920	-	-	-	-	2,920	\$ 69
Fire Engineer	Allison, Michael	\$ 93,243	\$ 38,591	\$ 131,834	1.00	2,920	2,920	-	-	-	-	2,920	\$ 45
Fire Engineer	Bjorgum, Aaron	\$ 104,038	\$ 72,437	\$ 176,475	1.00	2,920	2,920	-	-	-	-	2,920	\$ 60
Fire Engineer	Hartley, William J.	\$ 104,038	\$ 72,437	\$ 176,475	1.00	2,920	2,920	-	-	-	-	2,920	\$ 60
Fire Engineer	Leighty, Corey	\$ 104,038	\$ 72,206	\$ 176,244	1.00	2,920	2,920	-	-	-	-	2,920	\$ 60
Fire Engineer	MacCracken, Richard	\$ 109,542	\$ 56,576	\$ 166,118	1.00	2,920	2,920	-	-	-	-	2,920	\$ 57
Fire Engineer	Manley, Pete	\$ 104,038	\$ 72,437	\$ 176,475	1.00	2,920	2,920	-	-	-	-	2,920	\$ 60
Fire Engineer	Olson, Ronald	\$ 104,038	\$ 68,124	\$ 172,162	1.00	2,920	2,920	-	-	-	-	2,920	\$ 59
Fire Engineer	Robertson, Louis	\$ 102,654	\$ 60,119	\$ 162,773	1.00	2,920	2,920	-	-	-	-	2,920	\$ 56
Fire Engineer	Ferry, John	\$ 102,654	\$ 71,978	\$ 174,632	1.00	2,920	2,920	-	-	-	-	2,920	\$ 60
<b>Subtotal</b>		\$ 2,048,636	\$ 1,297,411	\$ 3,346,047	18.00	52,560	52,560	-	-	-	-	52,560	\$ 64
<b>Total</b>		\$ 2,533,519	\$ 1,531,317	\$ 4,064,836	20.50	60,480	59,440	60	48	48	-	59,284	\$ 69

\* Source: Salary Planner data for FY 19/20

Full-Time Equivalent (FTE) Statistics [a]

Functional Division	FTE	Share of Total FTE	Notes
Department Administration	0.50	2%	
Fire Operations Division Administration	2.00	10%	
Fire Operations Direct Services	18.00	88%	
Total	20.50	100%	

Labor Expenditures and Statistics [a]

Description	Fire Department	Functional Division			Notes
		Department Admin	Fire Ops Division Admin	Fire Operations Direct Svcs	
Salary	\$ 2,533,519	\$ 105,753	\$ 379,131	\$ 2,048,636	
Benefits	\$ 1,531,317	\$ 39,036	\$ 194,870	\$ 1,297,411	
Total Labor Costs	\$ 4,064,836	\$ 144,788	\$ 574,001	\$ 3,346,047	
Full-Time Equivalents	20.50	0.50	2.00	18.00	
Productive Hours *	59,440	884	5,840	52,560	[b]

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Fire

Recurring Non-Labor Expenditures [c]

				Allocation to Functional Division				
Description		Adopted Budget	Adjustments	Subtotal	Department Admin	Fire Ops Division Admin	Fire Operations Direct Svcs	Notes
100-3140-Fire-Operations								
100-3140-50101-0501	Office Expense	\$ 4,590	\$ -	\$ 4,590	\$ -	\$ -	\$ 4,590	
100-3140-50101-0502	Office Expense	\$ 600	\$ -	\$ 600	\$ -	\$ -	\$ 600	
100-3140-50101-0504	Office Expense	\$ 500	\$ -	\$ 500	\$ -	\$ -	\$ 500	
100-3140-50101-0505	Office Expense	\$ 500	\$ -	\$ 500	\$ -	\$ -	\$ 500	
100-3140-50111-0501	Insurance	\$ 100,001	\$ -	\$ 100,001	\$ -	\$ -	\$ 100,001	
100-3140-50140-0501	Materials & Supplies	\$ 1,750	\$ -	\$ 1,750	\$ -	\$ -	\$ 1,750	
100-3140-50140-0502	Materials & Supplies	\$ 21,500	\$ -	\$ 21,500	\$ -	\$ -	\$ 21,500	
100-3140-50140-0503	Materials & Supplies	\$ 199,051	\$ -	\$ 199,051	\$ -	\$ -	\$ 199,051	
100-3140-50140-0504	Materials & Supplies	\$ 7,900	\$ -	\$ 7,900	\$ -	\$ -	\$ 7,900	
100-3140-50140-0505	Materials & Supplies	\$ 16,600	\$ -	\$ 16,600	\$ -	\$ -	\$ 16,600	
100-3140-50150-0505	Fuel & Oil	\$ 36,000	\$ -	\$ 36,000	\$ -	\$ -	\$ 36,000	
100-3140-50190-0503	Uniforms & Clothing	\$ 57,500	\$ -	\$ 57,500	\$ -	\$ -	\$ 57,500	
100-3140-50250-0501	Communications	\$ 30,426	\$ -	\$ 30,426	\$ -	\$ -	\$ 30,426	
100-3140-50310-0505	Utilities	\$ 59,500	\$ -	\$ 59,500	\$ -	\$ -	\$ 59,500	
100-3140-50400-0501	Professional Services	\$ 41,708	\$ -	\$ 41,708	\$ -	\$ -	\$ 41,708	
100-3140-50400-0502	Professional Services	\$ 19,775	\$ -	\$ 19,775	\$ -	\$ -	\$ 19,775	
100-3140-50400-0503	Professional Services	\$ 26,086	\$ -	\$ 26,086	\$ -	\$ -	\$ 26,086	
100-3140-50400-0505	Professional Services	\$ 2,100	\$ -	\$ 2,100	\$ -	\$ -	\$ 2,100	
100-3140-50500-0501	Membership/Dues	\$ 960	\$ -	\$ 960	\$ -	\$ -	\$ 960	
100-3140-50500-0504	Membership/Dues	\$ 660	\$ -	\$ 660	\$ -	\$ -	\$ 660	
100-3140-50540-0501	Training/Travel/Conf/Mtgs	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	
100-3140-50540-0502	Training/Travel/Conf/Mtgs	\$ 4,100	\$ -	\$ 4,100	\$ -	\$ -	\$ 4,100	
100-3140-50540-0504	Training/Travel/Conf/Mtgs	\$ 7,520	\$ -	\$ 7,520	\$ -	\$ -	\$ 7,520	
100-3140-50540-0505	Training/Travel/Conf/Mtgs	\$ 16,500	\$ -	\$ 16,500	\$ -	\$ -	\$ 16,500	
Subtotal		\$ 660,827	\$ -	\$ 660,827	\$ -	\$ -	\$ 660,827	

				Allocation to Functional Division			
Description	Adopted Budget	Adjustments	Subtotal	Department Admin	Fire Ops Division Admin	Fire Operations Direct Svcs	Notes
248-3140-Fire-Operations							
248-3140-50400-0501 Professional Services	\$ 95,000	\$ (95,000)	\$ -	\$ -	\$ -	\$ -	[d]
Subtotal	\$ 95,000	\$ (95,000)	\$ -	\$ -	\$ -	\$ -	

**Allocation of Central Services**

				Allocation to Functional Division			
Description	Indirect Rate	Direct Salary	Allocated Citywide Overhead	Department Admin	Fire Ops Division Admin	Fire Operations Direct Svcs	Notes
Allocation of Citywide Overhead	61%	\$ 2,533,519	\$ 1,553,047	\$ 64,826	\$ 232,407	\$ 1,255,814	[e]

**Allocation of Department Administration Expenditures**

		Alloc to Functional Division		
Description	Amount	Fire Ops Division Admin	Fire Operations Direct Svcs	Notes
Labor Expenditures	\$ 144,788	\$ -	\$ 144,788	
Recurring Non-Labor Expenditures	\$ -	\$ -	\$ -	
Citywide Overhead Allocation	\$ 64,826	\$ -	\$ 64,826	
<b>Total</b>	<b>\$ 209,615</b>	<b>\$ -</b>	<b>\$ 209,615</b>	

**Allocation of Division Administration Expenditures**

		Allocation		
Description	Fire Ops Division Admin	Fire Operations Direct Svcs	Notes	
Labor Expenditures	\$ 574,001	\$ 574,001		
Recurring Non-Labor Expenditures	\$ -	\$ -		
Citywide Overhead Allocation	\$ 232,407	\$ 232,407		
Department Administration Expenditures	\$ -	\$ -		
<b>Total</b>	<b>\$ 806,408</b>	<b>\$ 806,408</b>		

Calculation of Fully-Burdened Hourly Rates

Fire Operations

Description	Total	Hourly Rate
Labor Expenditures	\$ 3,346,047	\$ 64
Recurring Non-Labor Expenditures	\$ 660,827	\$ 13
Departmental Administration	\$ 209,615	\$ 4
Divisional Administration	\$ 806,408	\$ 15
Citywide Overhead	\$ 1,255,814	\$ 24
<b>Total</b>	<b>\$ 6,278,710</b>	<b>\$ 119</b>
<b>Productive Hours</b>		<b>52,560</b>

Fully-Burdened Hourly Rate by Employee Rank

	Regular Fully-Burdened Hourly Rate					Overtime Fully-Burdened Hourly Rate					
					Factor Applied to Base Salary for Billing Rate - Regular Hours						Factor Applied to Base Salary for Billing Rate - OT Hours
Employee Rank	Regular Labor Rate	Benefit Rate	Rate for All Non-Labor Costs	Hourly Rate - Regular Hours		Overtime Labor Adjustment Factor	Overtime Labor Rate	Benefit Rate	Rate for All Non-Labor Costs	Hourly Rate - OT	
Fire Engineer	\$ 35	\$ 22	\$ 56	\$ 113	3.21	1.50	\$ 53	\$ 22	\$ 56	\$ 131	2.47
Fire Captain	\$ 43	\$ 27	\$ 56	\$ 126	2.94	1.50	\$ 64	\$ 27	\$ 56	\$ 147	2.30
Batallion Chief	\$ 65	\$ 33	\$ 36	\$ 135	2.08	1.50	\$ 97	\$ 33	\$ 36	\$ 167	1.72
Chief	\$ 120	\$ 44	\$ 36	\$ 200	1.67	n/a	n/a	n/a	n/a	n/a	n/a

[a] Source: FY 2019/20 Salary Planner data.  
[b] Productive hours for for Operations staff assumes 2,920 hours per year.  
[c] Source: Fiscal year 2019/20 adopted budget.  
[d] Adjustment to exclude direct reimbursement expenditures.  
[e] Source: Citywide overhead cost allocation plan.

Calculation of Fully-Burdened Hourly Rate

Description	Fully-Burdened Hourly Rate	Allocation	Notes
Contract Share	\$ 110	71%	[a]
City Share	\$ 44	29%	[b]
Fully-Burdened Hourly Rate	\$ 154	100%	

Description	Fully-Burdened Hourly Rate	Allocation	Allocation	Notes
Contract Share	\$ 154	1.00	\$ 154	
City Support	\$ 135	0.15	\$ 20	
Fully-Burdened Hourly Rate			\$ 174	

Notes:  
[a] Source: Hourly rates based on existing service contract.  
[b] See administrative service charge calculation worksheet.



Calculation of Fully-Burdened Hourly Rates

Police

City of Lincoln  
User and Regulatory Fee Study  
Police Department - Labor Cost Detail

Project/Position	Name	Salary	Benefits	Total Labor	FTE	Hours Per FTE	Annual Hours	Vacation	Holiday	Sick	Admin Leave	Productive Hours	Fully-Loaded Labor Rate
<b>Department Administration</b>													
Chief	PD/Fire Chief	\$ 211,505	\$ 78,071	\$ 289,577	1.00	2,080	2,080	120	96	96	-	1,768	\$ 164
<b>Subtotal</b>		\$ 211,505	\$ 78,071	\$ 289,577	1.00	2,080	2,080	120	96	96	-	1,768	\$ 164
<b>Police Operations Division Administration</b>													
Police Lieutenant	Alves, Matthew	\$ 145,659	\$ 80,365	\$ 226,024	1.00	2,184	2,184	120	96	64	-	1,904	\$ 119
<b>Subtotal</b>		\$ 145,659	\$ 80,365	\$ 226,024	1.00	2,184	2,184	120	96	64	-	1,904	\$ 119
<b>Police Ops: Sworn</b>													
Police Sergeant	Johnson, Keith	\$ 124,408	\$ 74,727	\$ 199,136	1.00	2,184	2,184	120	96	64	-	1,904	\$ 105
Police Sergeant	Ibarra, David	\$ 133,220	\$ 77,458	\$ 210,678	1.00	2,184	2,184	120	96	64	-	1,904	\$ 111
Police Sergeant	Klemp, Kevin	\$ 132,320	\$ 77,211	\$ 209,532	1.00	2,184	2,184	120	96	64	-	1,904	\$ 110
Police Sergeant	Henson, Jeromy	\$ 120,132	\$ 73,462	\$ 193,595	1.00	2,184	2,184	120	96	64	-	1,904	\$ 102
Police Officer (Corporal)	French, Peter	\$ 110,973	\$ 59,870	\$ 170,843	1.00	2,184	2,184	120	96	64	-	1,904	\$ 90
Police Officer (Corporal)	Morse, Jeffrey	\$ 105,808	\$ 68,995	\$ 174,802	1.00	2,184	2,184	120	96	64	-	1,904	\$ 92
Police Officer (EMT)	Schneider, Brett	\$ 111,873	\$ 59,161	\$ 171,034	1.00	2,184	2,184	120	96	64	-	1,904	\$ 90
Police Officer (Detective)	Shaw, Jon Paul	\$ 100,229	\$ 67,576	\$ 167,804	1.00	2,080	2,080	120	96	64	-	1,800	\$ 93
Police Officer	Collins, Wesley	\$ 110,073	\$ 66,405	\$ 176,479	1.00	2,184	2,184	120	96	64	-	1,904	\$ 93
Police Officer	McCauley, Jesse	\$ 96,078	\$ 47,375	\$ 143,453	1.00	2,184	2,184	120	96	64	-	1,904	\$ 75
Police Officer	vacant	\$ 86,022	\$ 63,374	\$ 149,395	1.00	2,184	2,184	120	96	64	-	1,904	\$ 78
Police Officer	Searle, Daniel	\$ 86,105	\$ 63,398	\$ 149,503	1.00	2,184	2,184	120	96	64	-	1,904	\$ 79
Police Officer	Rogers, Bryce	\$ 101,532	\$ 30,883	\$ 132,416	1.00	2,184	2,184	120	96	64	-	1,904	\$ 70
Police Officer	Krueger, Steve	\$ 110,412	\$ 52,855	\$ 163,267	1.00	2,184	2,184	120	96	64	-	1,904	\$ 86
Police Officer	Savage, Laura	\$ 88,670	\$ 46,470	\$ 135,141	1.00	2,184	2,184	120	96	64	-	1,904	\$ 71
Police Officer	Williamson, Matthew	\$ 110,973	\$ 70,754	\$ 181,727	1.00	2,184	2,184	120	96	64	-	1,904	\$ 95
Police Officer	Sober, Cody	\$ 97,017	\$ 28,079	\$ 125,097	1.00	2,184	2,184	120	96	64	-	1,904	\$ 66
Police Officer	Parson, Travis	\$ 85,041	\$ 44,958	\$ 129,999	1.00	2,184	2,184	120	96	64	-	1,904	\$ 68
Police Officer	Goin, Scott	\$ 86,023	\$ 60,131	\$ 146,155	1.00	2,184	2,184	120	96	64	-	1,904	\$ 77
<b>Subtotal</b>		\$ 1,996,910	\$ 1,133,143	\$ 3,130,053	19.00	41,392	41,392	2,280	1,824	1,216	-	36,072	\$ 87
<b>Police Ops: Non-Sworn and CSO</b>													
Confidential Secretary	Maldonado, Renee	\$ 68,533	\$ 40,617	\$ 109,150	1.00	2,080	2,080	120	96	64	-	1,800	\$ 61
Admin. Analyst II / PIO	Thompson, Jill	\$ 81,585	\$ 56,390	\$ 137,976	1.00	2,080	2,080	120	96	64	-	1,800	\$ 77
Community Service Officer	Tyler, Paul	\$ 68,431	\$ 35,173	\$ 103,604	1.00	2,080	2,080	120	96	64	-	1,800	\$ 58
<b>Subtotal</b>		\$ 218,549	\$ 132,181	\$ 350,730	3.00	6,240	6,240	360	288	192	-	5,400	\$ 65
<b>Police Ops: Dispatch</b>													
PS Dispatcher I	vacant	\$ 55,280	\$ 35,840	\$ 91,121	1.00	2,184	2,184	120	96	64	-	1,904	\$ 48
PS Dispatcher I	Tambini, Kymberley	\$ 55,280	\$ 35,932	\$ 91,212	1.00	2,184	2,184	120	96	64	-	1,904	\$ 48
PS Dispatcher II	Marsh, Cathy	\$ 89,918	\$ 57,901	\$ 147,819	1.00	2,184	2,184	120	96	64	-	1,904	\$ 78
PS Dispatcher II	Williamson, Staci	\$ 84,117	\$ 41,651	\$ 125,768	1.00	2,184	2,184	120	96	64	-	1,904	\$ 66
PS Senior Dispatcher	Clark, Vincent	\$ 94,406	\$ 62,803	\$ 157,210	1.00	2,184	2,184	120	96	64	-	1,904	\$ 83
PS Senior Dispatcher	Leedy, Terry	\$ 99,910	\$ 46,123	\$ 146,033	1.00	2,184	2,184	120	96	64	-	1,904	\$ 77
<b>Subtotal</b>		\$ 478,912	\$ 280,251	\$ 759,163	6.00	13,104	13,104	720	576	384	-	11,424	\$ 66
<b>Total</b>		\$ 3,051,536	\$ 1,704,012	\$ 4,755,547	30.00	65,000	65,000	3,600	2,880	1,952	-	56,568	\$ 84

\* Source: Salary Planner data for FY 19/20

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Police

**Full-Time Equivalent (FTE) Statistics [a]**

Functional Division	FTE	Share of Total FTE	Notes
Department Administration	1.00	9%	
Police Operations Division Administration	1.00	9%	
Police Ops Direct Services: Sworn	6.00	55%	
Police Ops Direct Services: Non-Sworn and CSO	3.00	27%	
<b>Total</b>	<b>11.00</b>	<b>100%</b>	

**Labor Expenditures and Statistics [a]**

Description	Functional Division						Notes
	Police Department	Department Admin	Police Ops Division Admin	Police Ops Direct Svcs: Sworn	Police Ops Direct Svcs: Non-Sworn/CSO	Police Ops Direct Svcs: Dispatch	
Salary	\$ 3,051,536	\$ 211,505	\$ 145,659	\$ 1,996,910	\$ 218,549	\$ 478,912	
Benefits	\$ 1,704,012	\$ 78,071	\$ 80,365	\$ 1,133,143	\$ 132,181	\$ 280,251	
Total Labor Costs	\$ 4,755,547	\$ 289,577	\$ 226,024	\$ 3,130,053	\$ 350,730	\$ 759,163	
Full-Time Equivalents	30.00	1.00	1.00	19.00	3.00	6.00	
Productive Hours *	56,568	1,768	1,904	36,072	5,400	11,424	

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Police

Recurring Non-Labor Expenditures [b]

				Allocation to Functional Division						
Description	Adopted Budget	Adjustments	Subtotal	Department Admin	Police Ops Division Admin	Police Ops Direct Svcs: Sworn	Police Ops Direct Svcs: Non-Sworn/CSO	Police Ops Direct Svcs: Dispatch	Notes	
<b>100-4150-Police-Operations</b>										
100-4150-50111-0000 Insurance	\$ 113,582	\$ -	\$ 113,582	\$ -	\$ -	\$ 77,074	\$ 12,170	\$ 24,339		
100-4150-50140-0000 Materials & Supplies	\$ 83,008	\$ -	\$ 83,008	\$ -	\$ -	\$ 56,327	\$ 8,894	\$ 17,787		
100-4150-50150-0000 Fuel & Oil	\$ 48,250	\$ -	\$ 48,250	\$ -	\$ -	\$ 48,250	\$ -	\$ -		
100-4150-50190-0000 Uniforms & Clothing	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 10,179	\$ 1,607	\$ 3,214		
100-4150-50250-0000 Communications	\$ 99,305	\$ -	\$ 99,305	\$ -	\$ -	\$ 67,386	\$ 10,640	\$ 21,280		
100-4150-50310-0000 Utilities	\$ 38,900	\$ -	\$ 38,900	\$ -	\$ -	\$ 26,396	\$ 4,168	\$ 8,336		
100-4150-50350-0000 Lease Expense	\$ 38,263	\$ -	\$ 38,263	\$ -	\$ -	\$ 25,964	\$ 4,100	\$ 8,199		
100-4150-50400-0000 Professional Services	\$ 403,478	\$ (403,478)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[c]	
100-4150-50415-0000 Booking Fees	\$ 25,000	\$ (25,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[c]	
100-4150-50500-0000 Membership/Dues	\$ 3,270	\$ -	\$ 3,270	\$ -	\$ -	\$ 2,219	\$ 350	\$ 701		
100-4150-50540-0000 Training/Travel/Conf/Mtgs	\$ 21,000	\$ -	\$ 21,000	\$ -	\$ -	\$ 14,250	\$ 2,250	\$ 4,500		
<b>Subtotal</b>	<b>\$ 889,056</b>	<b>\$ (428,478)</b>	<b>\$ 460,578</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 328,044</b>	<b>\$ 44,178</b>	<b>\$ 88,356</b>		

**Allocation of Central Services**

				Allocation to Functional Division						
Description	Indirect Rate	Direct Salary	Allocated Citywide Overhead	Department Admin	Police Ops Division Admin	Police Ops Direct Svcs: Sworn	Police Ops Direct Svcs: Non-Sworn/CSO	Police Ops Direct Svcs: Dispatch	Notes	
Allocation of Citywide Overhead	61%	\$ 3,051,536	\$ 1,870,591	\$ 129,653	\$ 89,289	\$ 1,224,106	\$ 133,970	\$ 293,573	[d]	

**Allocation of Department Administration Expenditures**

		Alloc to Functional Division					
Description	Amount	Police Ops Division Admin	Police Ops Direct Svcs: Sworn	Police Ops Direct Svcs: Non-Sworn/CSO	Police Ops Direct Svcs: Dispatch	Notes	
Labor Expenditures	\$ 289,577	\$ -	\$ 196,499	\$ 31,026	\$ 62,052		
Recurring Non-Labor Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -		
Citywide Overhead Allocation	\$ 129,653	\$ -	\$ 87,979	\$ 13,891	\$ 27,783		
<b>Total</b>	<b>\$ 419,230</b>	<b>\$ -</b>	<b>\$ 284,477</b>	<b>\$ 44,917</b>	<b>\$ 89,835</b>		

**Allocation of Division Administration Expenditures**

		Allocation				
Description	Police Ops Division Admin	Police Ops Direct Svcs: Sworn	Police Ops Direct Svcs: Non-Sworn/CSO	Police Ops Direct Svcs: Dispatch	Notes	
Labor Expenditures	\$ 226,024	\$ 153,374	\$ 24,217	\$ 48,434		
Recurring Non-Labor Expenditures	\$ -	\$ -	\$ -	\$ -		
Citywide Overhead Allocation	\$ 89,289	\$ 60,589	\$ 9,567	\$ 19,133		
Department Administration Expenditures	\$ -	\$ -	\$ -	\$ -		
<b>Total</b>	<b>\$ 315,313</b>	<b>\$ 213,963</b>	<b>\$ 33,784</b>	<b>\$ 67,567</b>		

**Calculation of Fully-Burdened Hourly Rates**

**Police Operations**

	Sworn		Non-Sworn & CSO		Dispatch	
Description	Total	Hourly Rate	Total	Hourly Rate	Total	Hourly Rate
Labor Expenditures	\$ 3,130,053	\$ 87	\$ 350,730	\$ 65	\$ 759,163	\$ 66
Recurring Non-Labor Expenditures	\$ 328,044	\$ 9	\$ 44,178	\$ 8	\$ 88,356	\$ 8
Departmental Administration	\$ 284,477	\$ 8	\$ 44,917	\$ 8	\$ 89,835	\$ 8
Divisional Administration	\$ 213,963	\$ 6	\$ 33,784	\$ 6	\$ 67,567	\$ 6
Citywide Overhead	\$ 1,224,106	\$ 34	\$ 133,970	\$ 25	\$ 293,573	\$ 26
<b>Total</b>	<b>\$ 5,180,643</b>	<b>\$ 144</b>	<b>\$ 607,579</b>	<b>\$ 113</b>	<b>\$ 1,298,495</b>	<b>\$ 114</b>
<b>Productive Hours</b>		<b>36,072</b>		<b>5,400</b>		<b>11,424</b>

**Calculation of Indirect Cost Rate Multiplier for Hourly Billing Assuming Full Cost Recovery (100% Cost Recovery) - Using Hourly Wages as Calculator**

Description	Est FTE	Annual Hours Per FTE	Total Est. Annual Hours	Est. Salaries and Wages	Hrly Wage Rate Only Assuming Total Annual Hours	Estimated Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Notes
Sworn	20.00	2,184	43,680	\$ 2,142,569	\$ 49	\$ 144	<b>2.93</b>	
Non-Sworn & CSO	3.00	2,080	6,240	\$ 218,549	\$ 35	\$ 113	<b>3.21</b>	
Dispatch	6.00	2,184	13,104	\$ 478,912	\$ 37	\$ 114	<b>3.11</b>	

**Fully-Burdened Hourly Rate by Employee Rank**

	Regular Fully-Burdened Hourly Rate					Overtime Fully-Burdened Hourly Rate					
Employee Rank	Regular Labor Rate	Benefit Rate	Rate for All Non-Labor Costs	Hourly Rate - Regular Hours	Factor Applied to Base Salary for Billing Rate - Regular Hours	Overtime Labor Adjustment Factor	Overtime Labor Rate	Benefit Rate	Rate for All Non-Labor Costs	Hourly Rate - OT	Factor Applied to Base Salary for Billing Rate - OT Hours
Police Chief	\$ 120	\$ 44	\$ 43	\$ 207	1.73	n/a	n/a	n/a	n/a	n/a	n/a

	Regular Hours			Overtime (If Applicable)		
Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate	OT Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	OT Hourly Billing Rate
Sworn	\$ 49	2.93	\$ 144	\$ 74	2.29	\$ 168
Non-Sworn & CSO	\$ 35	3.21	\$ 113	\$ 53	2.48	\$ 130
Dispatch	\$ 37	3.11	\$ 114	\$ 55	2.41	\$ 132

City of Lincoln  
 User and Regulatory Fee Study  
 Calculation of Fully-Burdened Hourly Rate - Police

Functional Division	Billing Factor - Applied to Regular Hourly Wage	Billing Factor - Applied to OT Hourly Wage
Sworn	2.93	2.29
Non-Sworn & CSO	3.21	2.48
Dispatch	3.11	2.41

[a] Source: FY 2019/20 Salary Planner data.

[b] Source: Fiscal year 2019/20 adopted budget.

[c] Adjustment to exclude expenditures not associated with Police Fees.

[d] Source: Citywide overhead cost allocation plan.

## Calculation of Fully-Burdened Hourly Rates

### Code Enforcement



City of Lincoln  
User and Regulatory Fee Study  
Allocation of Annual Labor Effort - Code Enforcement

Name	Code Enf. Officer II
<b>Indirect</b>	
Code Enforcement	20%
<b>Direct</b>	
Code Enforcement	80%
<b>Total [must equal 100%]</b>	<b>100%</b>

Description	Code Enf. Officer II
Annual Salary & Wages	\$ 70,730
Annual Benefits	\$ 48,253
Overtime	\$ -
Contract Svcs	
<b>Total</b>	<b>\$ 118,983</b>

Name	Code Enf. Officer II
<b>Indirect</b>	
Code Enforcement	\$ 23,797
<b>Direct</b>	
Code Enforcement	\$ 95,186
<b>Total [must equal wages and benefits]</b>	<b>\$ 118,983</b>

Description	Code Enf. Officer II
FTE (Equivalent)	1.00
Annual Hours	2,080
Productive Hours	1,864

User and Regulatory Fee Study  
Allocation of Annual Labor Effort - Code Enforcement

Name	Code Enf. Officer II
<b>Indirect</b>	
General Administration and Management	15%
Certification and Training	2%
Code, Policies, and Procedures Update	3%
Public Info - Non-Dev Related	0%
Public Info - Dev Related w/out active app	0%
<b>Direct Hours</b>	
Long-range Planning	0%
Capital Projects / City Projects (non-fee)	0%
Code Enforcement and Compliance	80%
Building Prmt, Plan Rvw, Inspection	0%
<b>Total [must equal 100%]</b>	<b>100%</b>

Name	Code Enf. Officer II
<b>Indirect Hours</b>	
General Administration and Management	280
Certification and Training	37
Code, Policies, and Procedures Update	56
Public Info - Non-Dev Related	-
Public Info - Dev Related w/out active app	-
<b>Direct Hours</b>	
Long-range Planning	-
Capital Projects / City Projects (non-fee)	-
Code Enforcement and Compliance	1,491
Building Prmt, Plan Rvw, Inspection	-
<b>Total [must equal 100%]</b>	<b>1,864</b>

Labor Expenditures

Description	Code Enforc'mt	Notes
Salary, Wages, Benefits (Code Enforcement)	\$ 118,983	[a]
Total	\$ 118,983	

Recurring Non-Labor Expenditures [a]

Description	Total	Adjustments	Subtotal	Notes
<b>100-1040-City Attorney</b>				
100-1040-50140-0000 Materials & Supplies	\$ 1,000	\$ -	\$ 1,000	
100-1040-50190-0000 Uniforms	\$ 700	\$ -	\$ 700	
100-1040-50250-0000 Communications	\$ 953	\$ -	\$ 953	
100-1040-50400-0000 Professional Services	\$ 25,000	\$ (25,000)	\$ -	[b]
100-1040-50500-0000 Membership/Dues	\$ 100	\$ -	\$ 100	
100-1040-50540-0000 Training/Travel/Conf/Mtgs	\$ 2,000	\$ -	\$ 2,000	
<b>Subtotal</b>	<b>\$ 29,753</b>	<b>\$ (25,000)</b>	<b>\$ 4,753</b>	

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Code Enforcement

**Allocation of Central Services**

Description	Indirect Rate	Direct Salary	Allocated Citywide Overhead	Notes
Allocation of Citywide Overhead	61%	\$ 70,730	\$ 43,357	[c]

**Total Initial Allocation**

Description	Total	Allocation Share
Labor Expenditures & Contract Svc Support	\$ 118,983	71%
Recurring Non-Labor	\$ 4,753	3%
Citywide Overhead	\$ 43,357	26%
Total	\$ 167,093	100%

**Calculation of Fully-Burdened Hourly Rate**

Description	Allocation	Labor	Non-Labor	C'wide Overhead	Total	Targeted Recovery from Fees	Amount Recoverable from Fees	Targeted Hourly Rate
<b>Indirect</b>								
General Administration and Management	15%	\$ 17,847	\$ 713	\$ 6,504	\$ 25,064	100%	\$ 25,064	\$ 17
Certification and Training	2%	\$ 2,380	\$ 95	\$ 867	\$ 3,342	100%	\$ 3,342	\$ 2
Code, Policies, and Procedures Update	3%	\$ 3,569	\$ 143	\$ 1,301	\$ 5,013	100%	\$ 5,013	\$ 3
Public Info - Non-Dev Related	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Public Info - Dev Related w/out active app	0%	\$ -	\$ -	\$ -	\$ -	100%	\$ -	\$ -
<b>Direct Hours</b>								
Long-range Planning	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Capital Projects / City Projects (non-fee)	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Code Enforcement and Compliance	80%	\$ 95,186	\$ 3,802	\$ 34,686	\$ 133,675	100%	\$ 133,675	\$ 90
Building Prmt, Plan Rvw, Inspection	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Total	100%	\$ 118,983	\$ 4,753	\$ 43,357	\$ 167,093	100%	\$ 167,093	\$ 112
							Direct Hours	1,491

**Calculation of Indirect Cost Rate Multiplier for Hourly Billing Assuming Full Cost Recovery (100% Cost Recovery) - Using Hourly Wages as Calculator**

Description	Est FTE	Annual Hours Per FTE	Total Est. Annual Hours	Est. Salaries and Wages	Hrly Wage Rate Only Assuming Total Annual Hours	Estimated Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Notes
Code Enforcement	1.00	2,080	2,080	\$ 70,730	\$ 34	\$ 112	<b>3.30</b>	

	Regular Hours			Overtime (If Applicable)		
Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate	OT Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	OT Hourly Billing Rate
Code Enforcement Officer II	\$ 34	3.30	\$ 112	\$ 51	2.53	\$ 129

Functional Division	Billing Factor - Applied to Regular Hourly Wage	Billing Factor - Applied to OT Hourly Wage
Code Enforcement	3.30	2.53

- [a] Source: FY 19/20 adopted budget.  
 [b] Adjustment to exclude expenditures not associated with hourly billing rate.  
 [c] See central service cost allocation plan.

Calculation of Fully-Burdened Hourly Rates

Airport

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

Name	Sr. Airport Maint Worker	Airport Maint Worker II
<b>Indirect</b>		
Airport	15%	15%
<b>Direct</b>		
Airport	85%	85%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>

Description	Sr. Airport Maint Worker	Airport Maint Worker II	Total
Annual Salary & Wages	\$ 36,453	\$ 57,711	\$ 94,164
Annual Benefits	\$ 31,043	\$ 58,628	\$ 89,671
Overtime	\$ -	\$ -	\$ -
Contract Svcs			
<b>Total</b>	<b>\$ 67,496</b>	<b>\$ 116,339</b>	<b>\$ 183,835</b>

Name	Sr. Airport Maint Worker	Airport Maint Worker II	Total
<b>Indirect</b>			
Airport	\$ 10,124	\$ 17,451	\$ 27,575
<b>Direct</b>			
Airport	\$ 57,372	\$ 98,888	\$ 156,260
<b>Total [must equal wages and benefits]</b>	<b>\$ 67,496</b>	<b>\$ 116,339</b>	<b>\$ 183,835</b>

Description	Sr. Airport Maint Worker	Airport Maint Worker II	Total
FTE (Equivalent)	0.50	1.00	1.50
Annual Hours	1,040	2,080	3,120
Productive Hours	900	1,800	2,700

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

Name	Sr. Airport Maint Worker	Airport Maint Worker II	Total
<b>Indirect</b>			
Airport	15%	15%	15%
<b>Direct Hours</b>			
Airport	85%	85%	85%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Name	Sr. Airport Maint Worker	Airport Maint Worker II	Total
<b>Indirect Hours</b>			
Airport	135	270	405
<b>Direct Hours</b>			
Airport	765	1,530	2,295
<b>Total [must equal 100%]</b>	<b>900</b>	<b>1,800</b>	<b>2,700</b>



City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Airport

**Labor Expenditures**

Description	Airport	Notes
Salary, Wages, Benefits (Airport)	\$ 183,835	[a]
Total	\$ 183,835	

**Recurring Non-Labor Expenditures [a]**

Description	Total	Adjustments	Subtotal	Notes
<b>750-6885-Airport</b>				
750-6885-50111-0000 Insurance	\$ 3,571	\$ -	\$ 3,571	
750-6885-50140-0000 Materials & Supplies	\$ 15,500	\$ (15,500)	\$ -	
750-6885-50150-0000 Fuel & Oil	\$ 5,000	\$ (5,000)	\$ -	
750-6885-50190-0000 Uniforms & Clothing	\$ 1,350	\$ -	\$ 1,350	
750-6885-50220-0000 Advertising	\$ 300	\$ (300)	\$ -	
750-6885-50250-0000 Communications	\$ 9,619	\$ (9,619)	\$ -	
750-6885-50270-0000 Equipment Maintenance	\$ 1,000	\$ -	\$ 1,000	
750-6885-50280-0000 Building Maint.	\$ 3,500	\$ -	\$ 3,500	
750-6885-50300-0000 Facility/Grounds Maintenance	\$ 3,500	\$ -	\$ 3,500	
750-6885-50310-0000 Utilities	\$ 56,700	\$ (56,700)	\$ -	
750-6885-50320-0000 Taxes	\$ 27,198	\$ (27,198)	\$ -	
750-6885-50400-0000 Professional Services	\$ 42,855	\$ (42,855)	\$ -	
750-6885-50500-0000 Membership/Dues	\$ 2,000	\$ -	\$ 2,000	
750-6885-50540-0000 Training/Travel/Conf/Mtgs	\$ 1,000	\$ -	\$ 1,000	
750-6885-50710-0000 Regulatory Fees	\$ 7,350	\$ (7,350)	\$ -	
750-6885-57510-0000 Airport Fuel	\$ 690,000	\$ (690,000)	\$ -	
750-6885-80070-0000 Construction in Progress	\$ 28,548	\$ (28,548)	\$ -	
<b>Subtotal</b>	<b>\$ 898,991</b>	<b>\$ (883,070)</b>	<b>\$ 15,921</b>	

Allocation of Central Services

Description	Indirect Rate	Direct Salary	Allocated Citywide Overhead	Notes
Allocation of Citywide Overhead	61%	\$ 57,711	\$ 35,377	[b]

Total Initial Allocation

Description	Total	Allocation Share
Labor Expenditures & Contract Svc Support	\$ 183,835	78%
Recurring Non-Labor	\$ 15,921	7%
Citywide Overhead	\$ 35,377	15%
Total	\$ 235,133	100%

Calculation of Fully-Burdened Hourly Rate

Description	Allocation	Labor	Non-Labor	C'wide Overhead	Total	Targeted Recovery from Fees	Amount Recoverable from Fees	Targeted Hourly Rate
<b>Indirect</b>								
Airport	15%	\$ 27,575	\$ 2,388	\$ 5,307	\$ 35,270	100%	\$ 35,270	\$ 15
<b>Direct Hours</b>								
Airport	85%	\$ 156,260	\$ 13,533	\$ 30,070	\$ 199,863	100%	\$ 199,863	\$ 87
Total	100%	\$ 183,835	\$ 15,921	\$ 35,377	\$ 235,133	100%	\$ 235,133	\$ 102
Direct Hours								2,295

Calculation of Indirect Cost Rate Multiplier for Hourly Billing Assuming Full Cost Recovery (100% Cost Recovery) - Using Hourly Wages as Calculator

Description	Est FTE	Annual Hours Per FTE	Total Est. Annual Hours	Est. Salaries and Wages	Hrly Wage Rate Only Assuming Total Annual Hours	Estimated Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Notes
Airport	1.50	2,080	3,120	\$ 94,164	\$ 30	\$ 102	3.39	

Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate Business Hours	Hourly Billing Rate Overtime
Sr. Airport Maintenance Worker	\$ 35	3.39	\$ 119	\$ 137
Airport Maintenance Worker II	\$ 28	3.39	\$ 94	\$ 108
Consolidated Hourly Billing Rate	\$ 30	3.39	\$ 102	\$ 118

[a] Source: FY 19/20 adopted budget.  
[b] See central service cost allocation plan.

Calculation of Fully-Burdened Hourly Rates

Clerk / Administration

City of Lincoln  
User and Regulatory Fee Study  
Allocation of Annual Labor Effort - Clerk / Administration

Name	City Clerk	Deputy City Clerk
<b>Indirect</b>		
Clerk	20%	20%
<b>Direct</b>		
Clerk	80%	80%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>

Description	City Clerk	Deputy City Clerk	Total
Annual Salary & Wages	\$ 99,952	\$ 63,258	\$ 163,209
Annual Benefits	\$ 63,830	\$ 53,040	\$ 116,870
Overtime	\$ -	\$ -	\$ -
Contract Svcs			
<b>Total</b>	<b>\$ 163,782</b>	<b>\$ 116,298</b>	<b>\$ 280,079</b>

Name	City Clerk	Deputy City Clerk	Total
<b>Indirect</b>			
Clerk	\$ 32,756	\$ 23,260	\$ 56,016
<b>Direct</b>			
Clerk	\$ 131,025	\$ 93,038	\$ 224,064
<b>Total [must equal wages and benefits]</b>	<b>\$ 163,782</b>	<b>\$ 116,298</b>	<b>\$ 280,079</b>

Description	City Clerk	Deputy City Clerk	Total
FTE (Equivalent)	1.00	1.00	2.00
Annual Hours	2,080	2,080	4,160
Productive Hours	1,800	1,800	3,600

User and Regulatory Fee Study  
Allocation of Annual Labor Effort - Clerk / Administration

Name	City Clerk	Deputy City Clerk	Total
<b>Indirect</b>			
Clerk	20%	20%	20%
<b>Direct Hours</b>			
Clerk	80%	80%	80%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Name	City Clerk	Deputy City Clerk	Total
<b>Indirect Hours</b>			
Clerk	360	360	720
<b>Direct Hours</b>			
Clerk	1,440	1,440	2,880
<b>Total [must equal 100%]</b>	<b>1,800</b>	<b>1,800</b>	<b>3,600</b>

City of Lincoln  
User and Regulatory Fee Study  
Calculation of Fully-Burdened Hourly Rate - Clerk / Administration

Labor Expenditures

Description	Clerk	Notes
Salary, Wages, Benefits (Clerk)	\$ 280,079	[a]
Total	\$ 280,079	

Recurring Non-Labor Expenditures [a]

Description	Total	Adjustments	Subtotal	Notes
<b>600-2040-Clerk</b>				
600-2040-50111-0000 Insurance	\$ 6,078	\$ -	\$ 6,078	
600-2040-50140-0000 Materials & Supplies	\$ 3,402	\$ -	\$ 3,402	
600-2040-50220-0000 Advertising	\$ 84,000	\$ (84,000)	\$ -	
600-2040-50250-0000 Communications	\$ 1,190	\$ -	\$ 1,190	
600-2040-50400-0000 Professional Services	\$ 55,600	\$ (55,600)	\$ -	
600-2040-50500-0000 Membership/Dues	\$ 800	\$ -	\$ 800	
600-2040-50540-0000 Training/Travel/Conf/Mtgs	\$ 15,650	\$ -	\$ 15,650	
<b>Subtotal</b>	<b>\$ 166,720</b>	<b>\$ (139,600)</b>	<b>\$ 27,120</b>	

City of Lincoln  
 User and Regulatory Fee Study  
 Calculation of Fully-Burdened Hourly Rate - Clerk / Administration

**Allocation of Central Services**

Description	Indirect Rate	Direct Salary	Allocated Citywide Overhead	Notes
Allocation of Citywide Overhead	61%	\$ 57,711	\$ 35,377	[b]

**Total Initial Allocation**

Description	Total	Allocation Share
Labor Expenditures & Contract Svc Support	\$ 280,079	82%
Recurring Non-Labor	\$ 27,120	8%
Citywide Overhead	\$ 35,377	10%
Total	\$ 342,576	100%

**Calculation of Fully-Burdened Hourly Rate**

Description	Allocation	Labor	Non-Labor	C'wide Overhead	Total	Targeted Recovery from Fees	Amount Recoverable from Fees	Targeted Hourly Rate
<b>Indirect</b>								
Clerk	20%	\$ 56,016	\$ 5,424	\$ 7,075	\$ 68,515	100%	\$ 68,515	\$ 24
<b>Direct Hours</b>								
Clerk	80%	\$ 224,064	\$ 21,696	\$ 28,301	\$ 274,061	100%	\$ 274,061	\$ 95
Total	100%	\$ 280,079	\$ 27,120	\$ 35,377	\$ 342,576	100%	\$ 342,576	\$ 119
Direct Hours								2,880



Calculation of Indirect Cost Rate Multiplier for Hourly Billing Assuming Full Cost Recovery (100% Cost Recovery) - Using Hourly Wages as Calculator

Description	Est FTE	Annual Hours Per FTE	Total Est. Annual Hours	Est. Salaries and Wages	Hrly Wage Rate Only Assuming Total Annual Hours	Estimated Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Notes
Clerk	2.00	2,080	4,160	\$ 163,209	\$ 39	\$ 119	3.03	

Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate
City Clerk	\$ 48	3.03	\$ 146
Deputy City Clerk	\$ 30	3.03	\$ 92
Consolidated Hourly Billing Rate	\$ 39	3.03	\$ 119

[a] Source: FY 19/20 adopted budget.  
[b] See central service cost allocation plan.

Calculation of Fully-Burdened Hourly Rates

Business License

City of Lincoln  
User and Regulatory Fee Study  
Allocation of Annual Labor Effort - Business License

Name	Sr. Acct Clerk	Acct Clerk II
<b>Indirect</b>		
Business License	20%	20%
<b>Direct</b>		
Business License	80%	80%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>

Description	Sr. Acct Clerk	Acct Clerk II	Total
Annual Salary & Wages	\$ 55,763	\$ 52,784	\$ 108,547
Annual Benefits	\$ 48,214	\$ 51,125	\$ 99,339
Overtime	\$ -	\$ -	\$ -
Contract Svcs			
<b>Total</b>	<b>\$ 103,976</b>	<b>\$ 103,909</b>	<b>\$ 207,886</b>

Name	Sr. Acct Clerk	Acct Clerk II	Total
<b>Indirect</b>			
Business License	\$ 20,795	\$ 20,782	\$ 41,577
<b>Direct</b>			
Business License	\$ 83,181	\$ 83,128	\$ 166,309
<b>Total [must equal wages and benefits]</b>	<b>\$ 103,976</b>	<b>\$ 103,909</b>	<b>\$ 207,886</b>

Description	Sr. Acct Clerk	Acct Clerk II	Total
FTE (Equivalent)	1.00	1.00	2.00
Annual Hours	2,080	2,080	4,160
Productive Hours	1,800	1,800	3,600

User and Regulatory Fee Study  
Allocation of Annual Labor Effort - Business License

Name	Sr. Acct Clerk	Acct Clerk II	Total
<b>Indirect</b>			
Business License	15%	15%	15%
<b>Direct Hours</b>			
Business License	85%	85%	85%
<b>Total [must equal 100%]</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Name	Sr. Acct Clerk	Acct Clerk II	Total
<b>Indirect Hours</b>			
Business License	270	270	540
<b>Direct Hours</b>			
Business License	1,530	1,530	3,060
<b>Total [must equal 100%]</b>	<b>1,800</b>	<b>1,800</b>	<b>3,600</b>

Labor Expenditures

Description	Business License	Notes
Salary, Wages, Benefits (Business License)	\$ 207,886	[a]
Total	\$ 207,886	

Recurring Non-Labor Expenditures [a]

Description	Total	Adjustments	Subtotal	Notes
<b>600-4060-Finance</b>				
600-4060-50111-0000 Insurance	\$ 16,120	\$ (12,896)	\$ 3,224	
600-4060-50140-0000 Materials & Supplies	\$ 4,200	\$ (3,360)	\$ 840	
600-4060-50400-0000 Professional Services	\$ 290,695	\$ (290,695)	\$ -	
600-4060-50500-0000 Membership/Dues	\$ 2,100	\$ (1,680)	\$ 420	
600-4060-50540-0000 Training/Travel/Conf/Mtgs	\$ 15,000	\$ (12,000)	\$ 3,000	
<b>Subtotal</b>	<b>\$ 328,115</b>	<b>\$ (320,631)</b>	<b>\$ 7,484</b>	

Allocation of Central Services

Description	Indirect Rate	Direct Salary	Allocated Citywide Overhead	Notes
Allocation of Citywide Overhead	61%	\$ 108,547	\$ 66,539	[b]

Total Initial Allocation

Description	Total	Allocation Share
Labor Expenditures & Contract Svc Support	\$ 207,886	74%
Recurring Non-Labor	\$ 7,484	3%
Citywide Overhead	\$ 66,539	24%
Total	\$ 281,909	100%

Calculation of Fully-Burdened Hourly Rate

Description	Allocation	Labor	Non-Labor	C'wide Overhead	Total	Targeted Recovery from Fees	Amount Recoverable from Fees	Targeted Hourly Rate
<b>Indirect</b>								
Business License	15%	\$ 31,183	\$ 1,123	\$ 9,981	\$ 42,286	100%	\$ 42,286	\$ 14
<b>Direct Hours</b>								
Business License	85%	\$ 176,703	\$ 6,361	\$ 56,558	\$ 239,623	100%	\$ 239,623	\$ 78
Total	100%	\$ 207,886	\$ 7,484	\$ 66,539	\$ 281,909	100%	\$ 281,909	\$ 92
Direct Hours								3,060

Calculation of Indirect Cost Rate Multiplier for Hourly Billing Assuming Full Cost Recovery (100% Cost Recovery) - Using Hourly Wages as Calculator

Description	Est FTE	Annual Hours Per FTE	Total Est. Annual Hours	Est. Salaries and Wages	Hrly Wage Rate Only Assuming Total Annual Hours	Estimated Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Notes
Business License	2.00	2,080	4,160	\$ 108,547	\$ 26	\$ 92	3.53	

Position	Hrly Wage Rate Only Assuming Total Annual Hours	Indirect Cost Rate Multiplier	Hourly Billing Rate
Sr. Account Clerk	\$ 27	3.53	\$ 95
Acct Clerk II	\$ 25	3.53	\$ 90
Acct Clerk I	\$ 19	3.53	\$ 68
Consolidated Hourly Billing Rate	\$ 26	3.53	\$ 92

[a] Source: FY 19/20 adopted budget.  
[b] See central service cost allocation plan.

Calculation of Administrative Rate for Contract Services

Development Services Department Contract Service Providers



City of Lincoln  
User and Regulatory Fee Study  
Calculation of Administrative Rate for Contract Services - Development Services Department Contract Service Providers

Name	Labor (Including In-House and Contract Service Labor)	Services and Supplies	Citywide Overhead	Total
Building	\$ 1,006,807	\$ 188,579	\$ 291,721	\$ 1,487,107
Planning	\$ 474,172	\$ 74,836	\$ 219,611	\$ 768,618
Land Development Engineering	\$ 881,097	\$ 25,834	\$ 174,947	\$ 1,081,878
Total	\$ 2,362,076	\$ 289,248	\$ 686,279	\$ 3,337,603

Name	Direct Hours
Building	9,143
Planning	4,230
Land Development Engineering	6,589
Total	19,962

Administrative Rate for Development Services Divisions

Name	Labor (Including In-House and Contract Service Labor)	Services and Supplies	Citywide Overhead	Total	Cost of Service - Indirect Rate to Apply to Hourly Contract Billing Rate	Target Amount
Development Services Divisions	\$ 118	\$ 14	\$ 34	\$ 167	41%	40%

Hourly Rate Calculations

Staff Billing Rates

Hourly Rate Calculation - Support Service Units, Airport and Utilities

Functional Assignment	Job Title	Base Hourly Wage Rate (Mid Step)	Annual Wage Rate	OT Hourly Wage Rate (If Applicable)	Total Paid Hours	Estimated Leave	Paid Hours Less Leave	Estimated Mandatory Rest / Admin	Productive Hours	Bargaining Unit	Benefit Rate - % of Salaries	Citywide OH Rate % of Salaries
Admin	Office Assistant I	\$18.06	\$37,577.28	\$27.09	2,080	216	1,864	310	1,554	PROF	52%	61%
Admin	Office Assistant II	\$19.91	\$41,428.92	\$29.87	2,080	216	1,864	310	1,554	PROF	52%	61%
Admin	Senior Office Assistant	\$21.95	\$45,675.50	\$32.93	2,080	216	1,864	310	1,554	PROF	52%	61%
Admin	Senior Office Assistant (GFE)	\$23.05	\$47,959.34	\$34.58	2,080	216	1,864	310	1,554	PROF	52%	61%
Admin	Office Supervisor	\$23.87	\$49,653.50	\$35.81	2,080	216	1,864	310	1,554	PROF	52%	61%
Admin	Confidential Secretary	\$24.21	\$50,357.06	\$36.32	2,080	216	1,864	310	1,554	PROF	52%	61%
Admin	Confidential Secretary	\$24.21	\$50,357.06	\$36.32	2,080	216	1,864	310	1,554	MMCF	50%	61%
Admin	Executive Asst	\$29.82	\$62,027.42	\$44.73	2,080	216	1,864	310	1,554	MMCF	50%	61%
Admin	Records Coordinator	\$24.21	\$50,357.06	\$36.32	2,080	216	1,864	310	1,554	MMCF	50%	61%
Airport	Airport Maintenance Worker I	\$20.80	\$43,271.80	\$31.20	2,080	216	1,864	310	1,554	CLAS	78%	61%
Airport	Airport Maintenance Worker II	\$22.91	\$47,662.42	\$34.37	2,080	216	1,864	310	1,554	CLAS	78%	61%
Airport	Senior Airport Maintenance Worker	\$29.34	\$61,042.02	\$44.01	2,080	216	1,864	310	1,554	CLAS	78%	61%
Airport	Airport Manager	\$52.72	\$109,672.16	\$79.08	2,080	216	1,864	310	1,554	MMCF	50%	61%
City Manager	Assistant City Manager	\$74.04	\$154,007.35	n/a	2,080	216	1,864	310	1,554	UNREP	27%	61%
City Manager	City Manager	\$93.02	\$193,499.63	n/a	2,080	216	1,864	310	1,554	UNREP	27%	61%
City Attorney	City Attorney	\$94.08	\$195,699.82	n/a	2,080	216	1,864	310	1,554	UNREP	27%	61%
Clerk	Deputy City Clerk	\$30.89	\$64,263.94	n/a	2,080	216	1,864	310	1,554	MMCF	50%	61%
Clerk	City Clerk	\$41.57	\$86,483.28	n/a	2,080	216	1,864	310	1,554	MMCF	50%	61%
Economic Dev	Economic Development Specialist	\$41.40	\$86,127.86	\$62.10	2,080	216	1,864	310	1,554	MMCF	50%	61%
Economic Dev	Economic Development Manager	\$47.10	\$97,984.64	\$70.65	2,080	216	1,864	310	1,554	MMCF	50%	61%
Finance / Admin	Account Clerk I	\$19.91	\$41,428.92	\$29.87	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Account Clerk I (GFE)	\$20.91	\$43,500.34	\$31.37	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Account Clerk II	\$21.95	\$45,675.50	\$32.93	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Account Clerk II (GFE)	\$23.05	\$47,959.34	\$34.58	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Accounts Payable Specialist	\$24.21	\$50,357.06	\$36.32	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Senior Account Clerk	\$24.21	\$50,357.06	\$36.32	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Senior Account Clerk (GFE)	\$25.42	\$52,874.90	\$38.13	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Accountant I	\$28.02	\$58,294.86	\$42.03	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Accountant II	\$30.89	\$64,269.92	\$46.34	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Senior Accountant	\$34.06	\$70,857.54	\$51.09	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Payroll Tech	\$31.43	\$65,390.78	\$47.15	2,080	216	1,864	310	1,554	MMCF	50%	61%
Finance / Admin	Grant Coordinator	\$30.66	\$63,782.94	\$45.99	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Administrative Analyst I	\$30.31	\$63,063.78	\$45.47	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Administrative Analyst II	\$33.42	\$69,527.64	\$50.13	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	Administrative Analyst I/PIO	\$30.65	\$63,758.24	\$45.98	2,080	216	1,864	310	1,554	MMCF	50%	61%
Finance / Admin	Administrative Analyst II/PIO	\$34.05	\$70,842.46	\$51.08	2,080	216	1,864	310	1,554	MMCF	50%	61%
Finance / Admin	Senior Administrative Analyst (GFE)	\$42.37	\$88,142.60	\$63.56	2,080	216	1,864	310	1,554	PROF	52%	61%
Finance / Admin	(Confidential)	\$43.17	\$89,809.46	\$64.76	2,080	216	1,864	310	1,554	MMCF	50%	61%
Finance / Admin	Principal Accountant	\$48.67	\$101,251.02	\$73.01	2,080	216	1,864	310	1,554	MMCF	50%	61%
Finance / Admin	Accounting Manager	\$48.67	\$101,251.02	\$73.01	2,080	216	1,864	310	1,554	MMCF	50%	61%
Finance / Admin	Budget Manager	\$48.67	\$101,251.02	\$73.01	2,080	216	1,864	310	1,554	MMCF	50%	61%
Finance / Admin	Financial Analyst	\$55.96	\$116,414.22	\$83.94	2,080	216	1,864	310	1,554	MMCF	50%	61%
Housing / Special Projects	Housing & Spcl Projects Coord.	\$25.42	\$52,875.16	\$38.13	2,080	216	1,864	310	1,554	PROF	52%	61%

Hourly Rate Calculation - Support Service Units, Airport and Utilities

Functional Assignment	Job Title	Benefit Rate - Per Hour	Citywide OH Rate - Per Hour	Total Cost Per Paid Hour	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)
Admin	Office Assistant I	\$9.39	\$11.07	\$38.52	\$52	\$64	\$43	2.85	2.35
Admin	Office Assistant II	\$10.35	\$12.20	\$42.47	\$57	\$70	\$45	2.85	2.35
Admin	Senior Office Assistant	\$11.41	\$13.46	\$46.82	\$63	\$77	\$49	2.85	2.35
Admin	Senior Office Assistant (GFE)	\$11.99	\$14.13	\$49.17	\$66	\$81	\$49	2.85	2.35
Admin	Office Supervisor	\$12.41	\$14.63	\$50.91	\$68	\$84	\$54	2.85	2.35
Admin	Confidential Secretary	\$12.59	\$14.84	\$51.64	\$69	\$85	\$57	2.85	2.35
Admin	Confidential Secretary	\$12.11	\$14.84	\$51.16	\$68	\$85	\$57	2.83	2.33
Admin	Executive Asst	\$14.91	\$18.28	\$63.01	\$84	\$104	\$55	2.83	2.33
Admin	Records Coordinator	\$12.11	\$14.84	\$51.16	\$68	\$85	\$58	2.83	2.33
Airport	Airport Maintenance Worker I	\$16.22	\$12.75	\$49.77	\$67	\$81	\$50	3.20	2.58
Airport	Airport Maintenance Worker II	\$17.87	\$14.04	\$54.82	\$73	\$89	\$55	3.20	2.58
Airport	Senior Airport Maintenance Worker	\$22.89	\$17.99	\$70.21	\$94	\$114	\$71	3.20	2.58
Airport	Airport Manager	\$26.36	\$32.32	\$111.40	\$149	\$184	\$130	2.83	2.33
City Manager	Assistant City Manager	\$19.99	\$45.39	\$139.42	\$187	n/a	\$184	2.52	n/a
City Manager	City Manager	\$25.12	\$57.02	\$175.16	\$234	n/a	\$233	2.52	n/a
City Attorney	City Attorney	\$25.40	\$57.67	\$177.15	\$237	n/a		2.52	n/a
Clerk	Deputy City Clerk	\$15.45	\$18.94	\$65.27	\$87	n/a		2.83	n/a
Clerk	City Clerk	\$20.79	\$25.48	\$87.84	\$118	n/a	\$100	2.83	n/a
Economic Dev	Economic Development Specialist	\$20.70	\$25.38	\$87.48	\$117	\$145	\$104	2.83	2.33
Economic Dev	Economic Development Manager	\$23.55	\$28.87	\$99.52	\$133	\$165	\$118	2.83	2.33
Finance / Admin	Account Clerk I	\$10.35	\$12.20	\$42.47	\$57	\$70	\$50	2.85	2.35
Finance / Admin	Account Clerk I (GFE)	\$10.87	\$12.82	\$44.60	\$60	\$74	\$50	2.85	2.35
Finance / Admin	Account Clerk II	\$11.41	\$13.46	\$46.82	\$63	\$77	\$55	2.85	2.35
Finance / Admin	Account Clerk II (GFE)	\$11.99	\$14.13	\$49.17	\$66	\$81	\$55	2.85	2.35
Finance / Admin	Accounts Payable Specialist	\$12.59	\$14.84	\$51.64	\$69	\$85	\$60	2.85	2.35
Finance / Admin	Senior Account Clerk	\$12.59	\$14.84	\$51.64	\$69	\$85	\$60	2.85	2.35
Finance / Admin	Senior Account Clerk (GFE)	\$13.22	\$15.58	\$54.22	\$73	\$90	\$60	2.85	2.35
Finance / Admin	Accountant I	\$14.57	\$17.18	\$59.77	\$80	\$99	\$70	2.85	2.35
Finance / Admin	Accountant II	\$16.06	\$18.94	\$65.89	\$88	\$109	\$77	2.85	2.35
Finance / Admin	Senior Accountant	\$17.71	\$20.88	\$72.65	\$97	\$120	\$85	2.85	2.35
Finance / Admin	Payroll Tech	\$15.72	\$19.27	\$66.41	\$89	\$110	\$78	2.83	2.33
Finance / Admin	Grant Coordinator	\$15.94	\$18.79	\$65.40	\$88	\$108	\$74	2.85	2.35
Finance / Admin	Administrative Analyst I	\$15.76	\$18.58	\$64.65	\$87	\$107	\$71	2.85	2.35
Finance / Admin	Administrative Analyst II	\$17.38	\$20.49	\$71.28	\$95	\$118	\$79	2.85	2.35
Finance / Admin	Administrative Analyst I/PIO	\$15.33	\$18.79	\$64.76	\$87	\$107	\$74	2.83	2.33
Finance / Admin	Administrative Analyst II/PIO	\$17.03	\$20.87	\$71.95	\$96	\$119	\$82	2.83	2.33
Finance / Admin	Senior Administrative Analyst (GFE)	\$22.03	\$25.97	\$90.38	\$121	\$149	\$90	2.85	2.35
Finance / Admin	(Confidential)	\$21.59	\$26.46	\$91.22	\$122	\$151	\$92	2.83	2.33
Finance / Admin	Principal Accountant	\$24.34	\$29.83	\$102.84	\$138	\$170	\$121	2.83	2.33
Finance / Admin	Accounting Manager	\$24.34	\$29.83	\$102.84	\$138	\$170	\$121	2.83	2.33
Finance / Admin	Budget Manager	\$24.34	\$29.83	\$102.84	\$138	\$170	\$121	2.83	2.33
Finance / Admin	Financial Analyst	\$27.98	\$34.30	\$118.24	\$158	\$196	\$126	2.83	2.33
Housing / Special Projects	Housing & Spcl Projects Coord.	\$13.22	\$15.58	\$54.22	\$73	\$90	\$64	2.85	2.35

Functional Assignment	Job Title	Base Hourly Wage Rate (Mid Step)	Annual Wage Rate	OT Hourly Wage Rate (If Applicable)	Total Paid Hours	Estimated Leave	Paid Hours Less Leave	Estimated Mandatory Rest / Admin	Productive Hours	Bargaining Unit	Benefit Rate - % of Salaries	Citywide OH Rate % of Salaries
Human Resources	Human Resources Tech I	\$23.05	\$47,959.34	\$34.58	2,080	216	1,864	310	1,554	MMCF	50%	61%
Human Resources	Human Resources Tech II	\$25.42	\$52,874.90	\$38.13	2,080	216	1,864	310	1,554	MMCF	50%	61%
Human Resources	Senior Human Resources Tech	\$28.02	\$58,294.86	\$42.03	2,080	216	1,864	310	1,554	MMCF	50%	61%
Human Resources	Human Resources Analyst I	\$31.28	\$65,067.08	\$46.92	2,080	216	1,864	310	1,554	MMCF	50%	61%
Human Resources	Human Resources Analyst II	\$34.46	\$71,689.54	\$51.69	2,080	216	1,864	310	1,554	MMCF	50%	61%
Human Resources	Human Resources Manager	\$50.67	\$105,411.34	\$76.01	2,080	216	1,864	310	1,554	UNREP	27%	61%
IT / GIS	Information Systems Tech I	\$25.43	\$52,894.92	\$38.15	2,080	216	1,864	310	1,554	PROF	52%	61%
IT / GIS	Information Systems Tech II	\$27.97	\$58,184.88	\$41.96	2,080	216	1,864	310	1,554	PROF	52%	61%
IT / GIS	Senior Information Systems Tech	\$30.77	\$64,003.16	\$46.16	2,080	216	1,864	310	1,554	PROF	52%	61%
IT / GIS	GIS Analyst I	\$34.32	\$71,398.08	\$51.48	2,080	216	1,864	310	1,554	PROF	52%	61%
IT / GIS	GIS Analyst II	\$41.82	\$86,989.50	\$62.73	2,080	216	1,864	310	1,554	PROF	52%	61%
IT / GIS	Information Systems Manager	\$50.33	\$104,689.00	\$75.50	2,080	216	1,864	310	1,554	MMCF	50%	61%
Library	Librarian I	\$25.42	\$52,875.16	\$38.13	2,080	216	1,864	310	1,554	PROF	52%	61%
Library	Librarian II	\$28.02	\$58,294.86	\$42.03	2,080	216	1,864	310	1,554	PROF	52%	61%
Library	Library Assistant	\$21.37	\$44,459.74	\$32.06	2,080	216	1,864	310	1,554	PROF	52%	61%
Library	Library Clerk	\$18.06	\$37,577.28	\$27.09	2,080	216	1,864	310	1,554	PROF	52%	61%
Library	Library Coordinator	\$26.18	\$54,465.06	\$39.27	2,080	216	1,864	310	1,554	PROF	52%	61%
Library	Library Manager	\$36.39	\$75,703.12	\$54.59	2,080	216	1,864	310	1,554	UNREP	27%	61%
Library	Library Media Teacher	\$45.65	\$94,955.90	\$68.48	2,080	216	1,864	310	1,554	MMCF	50%	61%
Library	Director of Library Services	\$54.01	\$112,354.17	\$81.02	2,080	216	1,864	310	1,554	UNREP	27%	61%
Maintenance	Mechanic Helper	\$19.35	\$40,261.00	\$29.03	2,080	216	1,864	310	1,554	CLAS	78%	61%
Maintenance	Equipment Mechanic I	\$26.49	\$55,106.22	\$39.74	2,080	216	1,864	310	1,554	CLAS	78%	61%
Maintenance	Equipment Mechanic II	\$29.18	\$60,709.74	\$43.77	2,080	216	1,864	310	1,554	CLAS	78%	61%
Maintenance	Senior Equipment Mechanic	\$32.15	\$66,887.60	\$48.23	2,080	216	1,864	310	1,554	CLAS	78%	61%
Maintenance	Senior Equipment Mechanic (GFE)	\$37.19	\$77,361.96	\$55.79	2,080	216	1,864	310	1,554	CLAS	78%	61%
Maintenance	Maintenance Worker I	\$20.80	\$43,271.80	\$31.20	2,080	216	1,864	310	1,554	CLAS	78%	61%
Maintenance	Maintenance Worker II	\$22.93	\$47,697.26	\$34.40	2,080	216	1,864	310	1,554	CLAS	78%	61%
Maintenance	Senior Maintenance Worker	\$26.49	\$55,106.22	\$39.74	2,080	216	1,864	310	1,554	CLAS	78%	61%
Maintenance	Maintenance Svcs Manager	\$52.72	\$109,672.16	\$79.08	2,080	216	1,864	310	1,554	MMCF	50%	61%
Purchasing	Purchasing Clerk I	\$20.09	\$41,794.22	\$30.14	2,080	216	1,864	310	1,554	PROF	52%	61%
Purchasing	Purchasing Clerk II	\$22.15	\$46,077.98	\$33.23	2,080	216	1,864	310	1,554	PROF	52%	61%
Purchasing	Purchasing Officer I	\$25.64	\$53,340.82	\$38.46	2,080	216	1,864	310	1,554	PROF	52%	61%
Purchasing	Purchasing Officer II	\$28.27	\$58,808.62	\$42.41	2,080	216	1,864	310	1,554	PROF	52%	61%
Purchasing	Purchasing Manager	\$37.55	\$78,120.38	\$56.33	2,080	216	1,864	310	1,554	MMCF	50%	61%
Recreation	Recreation Coordinator	\$21.55	\$44,834.14	\$32.33	2,080	216	1,864	310	1,554	PROF	52%	61%
Recreation	Recreation Supervisor	\$26.10	\$54,296.06	\$39.15	2,080	216	1,864	310	1,554	PROF	52%	61%
Recreation	Recreation Program Manager	\$35.54	\$73,941.40	\$53.31	2,080	216	1,864	310	1,554	MMCF	50%	61%
Recreation	Asst Dir of Recreation	\$50.33	\$104,689.00	\$75.50	2,080	216	1,864	310	1,554	MMCF	50%	61%
Support Svcs Director	Asst Dir of Support Svcs	\$55.96	\$116,414.22	\$83.94	2,080	216	1,864	310	1,554	MMCF	50%	61%
Support Svcs Director	Director of Support Services	\$59.74	\$124,268.16	\$89.61	2,080	216	1,864	310	1,554	UNREP	27%	61%
Transit	Senior Transit Driver	\$22.91	\$47,662.42	\$34.37	2,080	216	1,864	310	1,554	CLAS	78%	61%
Transit	Transit Operator	\$21.84	\$45,440.20	\$32.76	2,080	216	1,864	310	1,554	CLAS	78%	61%
Transit	Transit Supervisor	\$24.21	\$50,357.06	\$36.32	2,080	216	1,864	310	1,554	PROF	52%	61%

Hourly Rate Calculation - Support Service Units, Airport and Utilities

Functional Assignment	Job Title	Benefit Rate - Per Hour	Citywide OH Rate - Per Hour	Total Cost Per Paid Hour	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)
Human Resources	Human Resources Tech I	\$11.53	\$14.13	\$48.70	\$65	\$81	\$50	2.83	2.33
Human Resources	Human Resources Tech II	\$12.71	\$15.58	\$53.71	\$72	\$89	\$55	2.83	2.33
Human Resources	Senior Human Resources Tech	\$14.01	\$17.18	\$59.21	\$79	\$98	\$61	2.83	2.33
Human Resources	Human Resources Analyst I	\$15.64	\$19.17	\$66.09	\$88	\$109	\$68	2.83	2.33
Human Resources	Human Resources Analyst II	\$17.23	\$21.12	\$72.81	\$97	\$121	\$75	2.83	2.33
Human Resources	Human Resources Manager	\$13.68	\$31.06	\$95.41	\$128	n/a	\$109	2.52	n/a
IT / GIS	Information Systems Tech I	\$13.22	\$15.59	\$54.24	\$73	\$90	\$63	2.85	2.35
IT / GIS	Information Systems Tech II	\$14.54	\$17.15	\$59.66	\$80	\$99	\$70	2.85	2.35
IT / GIS	Senior Information Systems Tech	\$16.00	\$18.86	\$65.63	\$88	\$108	\$77	2.85	2.35
IT / GIS	GIS Analyst I	\$17.85	\$21.04	\$73.20	\$98	\$121		2.85	2.35
IT / GIS	GIS Analyst II	\$21.75	\$25.64	\$89.20	\$119	\$147		2.85	2.35
IT / GIS	Information Systems Manager	\$25.17	\$30.85	\$106.35	\$142	\$176	\$126	2.83	2.33
Library	Librarian I	\$13.22	\$15.58	\$54.22	\$73	\$90	\$63	2.85	2.35
Library	Librarian II	\$14.57	\$17.18	\$59.77	\$80	\$99	\$69	2.85	2.35
Library	Library Assistant	\$11.11	\$13.10	\$45.58	\$61	\$75	\$53	2.85	2.35
Library	Library Clerk	\$9.39	\$11.07	\$38.52	\$52	\$64	\$45	2.85	2.35
Library	Library Coordinator	\$13.61	\$16.05	\$55.84	\$75	\$92	\$65	2.85	2.35
Library	Library Manager	\$9.83	\$22.31	\$68.52	\$92	n/a		2.52	n/a
Library	Library Media Teacher	\$22.83	\$27.98	\$96.46	\$129	\$160	\$113	2.83	2.33
Library	Director of Library Services	\$14.58	\$33.11	\$101.70	\$136	n/a	\$142	2.52	n/a
Maintenance	Mechanic Helper	\$15.09	\$11.86	\$46.30	\$62	\$75	\$51	3.20	2.58
Maintenance	Equipment Mechanic I	\$20.66	\$16.24	\$63.39	\$85	\$103	\$70	3.20	2.58
Maintenance	Equipment Mechanic II	\$22.76	\$17.89	\$69.83	\$93	\$113	\$77	3.20	2.58
Maintenance	Senior Equipment Mechanic	\$25.08	\$19.71	\$76.93	\$103	\$124	\$85	3.20	2.58
Maintenance	Senior Equipment Mechanic (GFE)	\$29.01	\$22.80	\$89.00	\$119	\$144	\$85	3.20	2.58
Maintenance	Maintenance Worker I	\$16.22	\$12.75	\$49.77	\$67	\$81	\$50	3.20	2.58
Maintenance	Maintenance Worker II	\$17.89	\$14.06	\$54.87	\$73	\$89	\$55	3.20	2.58
Maintenance	Senior Maintenance Worker	\$20.66	\$16.24	\$63.39	\$85	\$103	\$71	3.20	2.58
Maintenance	Maintenance Svcs Manager	\$26.36	\$32.32	\$111.40	\$149	\$184	\$122	2.83	2.33
Purchasing	Purchasing Clerk I	\$10.45	\$12.32	\$42.85	\$57	\$71	\$61	2.85	2.35
Purchasing	Purchasing Clerk II	\$11.52	\$13.58	\$47.25	\$63	\$78	\$67	2.85	2.35
Purchasing	Purchasing Officer I	\$13.33	\$15.72	\$54.69	\$73	\$90	\$77	2.85	2.35
Purchasing	Purchasing Officer II	\$14.70	\$17.33	\$60.30	\$81	\$100	\$85	2.85	2.35
Purchasing	Purchasing Manager	\$18.78	\$23.02	\$79.34	\$106	\$131	\$113	2.83	2.33
Recreation	Recreation Coordinator	\$11.21	\$13.21	\$45.97	\$62	\$76	\$58	2.85	2.35
Recreation	Recreation Supervisor	\$13.57	\$16.00	\$55.67	\$75	\$92	\$65	2.85	2.35
Recreation	Recreation Program Manager	\$17.77	\$21.79	\$75.10	\$101	\$124	\$89	2.83	2.33
Recreation	Asst Dir of Recreation	\$25.17	\$30.85	\$106.35	\$142	\$176	\$126	2.83	2.33
Support Svcs Director	Asst Dir of Support Svcs	\$27.98	\$34.30	\$118.24	\$158	\$196		2.83	2.33
Support Svcs Director	Director of Support Services	\$16.13	\$36.62	\$112.49	\$151	n/a	\$148	2.52	n/a
Transit	Senior Transit Driver	\$17.87	\$14.04	\$54.82	\$73	\$89	\$48	3.20	2.58
Transit	Transit Operator	\$17.04	\$13.39	\$52.26	\$70	\$85	\$46	3.20	2.58
Transit	Transit Supervisor	\$12.59	\$14.84	\$51.64	\$69	\$85	\$52	2.85	2.35

City of Lincoln  
User and Regulatory Fee Study  
Calculated Hourly Billing Rates for City Services

Hourly Rate Calculation - Support Service Units, Airport and Utilities

Functional Assignment	Job Title	Base Hourly Wage Rate (Mid Step)	Annual Wage Rate	OT Hourly Wage Rate (If Applicable)	Total Paid Hours	Estimated Leave	Paid Hours Less Leave	Estimated Mandatory Rest / Admin	Productive Hours	Bargaining Unit	Benefit Rate - % of Salaries	Citywide OH Rate % of Salaries
Utilities	Meter Reader	\$20.80	\$43,271.80	\$31.20	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	Customer Service Representative	\$23.05	\$47,959.34	\$34.58	2,080	216	1,864	310	1,554	PROF	52%	61%
Utilities	Customer Service Supervisor	\$34.06	\$70,857.54	\$51.09	2,080	216	1,864	310	1,554	PROF	52%	61%
Utilities	Senior Water Technician	\$30.63	\$63,723.40	\$45.95	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	I	\$25.24	\$52,502.84	\$37.86	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	II	\$27.80	\$57,839.60	\$41.70	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	Wastewater Plant Operator I	\$24.04	\$50,023.74	\$36.06	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	Wastewater Plant Operator II	\$26.49	\$55,106.22	\$39.74	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	Wastewater System Technician I	\$25.24	\$52,502.84	\$37.86	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	Wastewater System Technician II	\$27.80	\$57,839.60	\$41.70	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	Wastewater Treatment Plant Lab Analyst	\$29.18	\$60,709.74	\$43.77	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	Water Technician I	\$25.24	\$52,502.84	\$37.86	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	Water Technician II	\$27.80	\$57,839.60	\$41.70	2,080	216	1,864	310	1,554	CLAS	78%	61%
Utilities	Public Services Supervisor	\$34.06	\$70,857.54	\$51.09	2,080	216	1,864	310	1,554	PROF	52%	61%
Utilities	Supervising Water Facilities Oper	\$38.15	\$79,356.42	\$57.23	2,080	216	1,864	310	1,554	PROF	52%	61%
Utilities	Utilities Maintenance Supervisor	\$40.43	\$84,109.22	\$60.65	2,080	216	1,864	310	1,554	PROF	52%	61%
Utilities	Environmental Svcs Manager	\$52.72	\$109,672.16	\$79.08	2,080	216	1,864	310	1,554	MMCF	50%	61%

Functional Assignment	Job Title	Benefit Rate - Per Hour	Citywide OH Rate - Per Hour	Total Cost Per Paid Hour	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)
Utilities	Meter Reader	\$16.22	\$12.75	\$49.77	\$67	\$81	\$51	3.20	2.58
Utilities	Customer Service Representative	\$11.99	\$14.13	\$49.17	\$66	\$81	\$58	2.85	2.35
Utilities	Customer Service Supervisor	\$17.71	\$20.88	\$72.65	\$97	\$120	\$70	2.85	2.35
Utilities	Senior Water Technician	\$23.89	\$18.78	\$73.30	\$98	\$119	\$79	3.20	2.58
Utilities	I	\$19.69	\$15.47	\$60.40	\$81	\$98	\$73	3.20	2.58
Utilities	II	\$21.68	\$17.04	\$66.53	\$89	\$108	\$80	3.20	2.58
Utilities	Wastewater Plant Operator I	\$18.75	\$14.74	\$57.53	\$77	\$93	\$69	3.20	2.58
Utilities	Wastewater Plant Operator II	\$20.66	\$16.24	\$63.39	\$85	\$103	\$76	3.20	2.58
Utilities	Wastewater System Technician I	\$19.69	\$15.47	\$60.40	\$81	\$98	\$72	3.20	2.58
Utilities	Wastewater System Technician II	\$21.68	\$17.04	\$66.53	\$89	\$108	\$80	3.20	2.58
Utilities	Wastewater Treatment Plant Lab Analyst	\$22.76	\$17.89	\$69.83	\$93	\$113	\$84	3.20	2.58
Utilities	Water Technician I	\$19.69	\$15.47	\$60.40	\$81	\$98	\$65	3.20	2.58
Utilities	Water Technician II	\$21.68	\$17.04	\$66.53	\$89	\$108	\$72	3.20	2.58
Utilities	Public Services Supervisor	\$17.71	\$20.88	\$72.65	\$97	\$120	\$91	2.85	2.35
Utilities	Supervising Water Facilities Oper	\$19.84	\$23.39	\$81.37	\$109	\$134	\$100	2.85	2.35
Utilities	Utilities Maintenance Supervisor	\$21.02	\$24.78	\$86.24	\$115	\$142	\$100	2.85	2.35
Utilities	Environmental Svcs Manager	\$26.36	\$32.32	\$111.40	\$149	\$184	\$119	2.83	2.33



Hourly Rate Calculation - Building

		Base Hourly Wage Rate (Mid Step)	OT Hourly Wage Rate	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)	
Functional Area	Job Title								Notes
Building	Building Inspector I	\$29.42	\$44.13	\$100	\$115	\$86	3.39	2.59	See hourly rate calc for billing factor calc
Building	Building Inspector II	\$32.44	\$48.66	\$110	\$126	\$95	3.39	2.59	See hourly rate calc for billing factor calc
Building	Building Inspector III	\$34.06	\$51.09	\$116	\$133	\$100	3.39	2.59	See hourly rate calc for billing factor calc
Building	Supervising Building Inspector	\$37.55	\$56.33	\$127	\$146	\$110	3.39	2.59	See hourly rate calc for billing factor calc
Building	Building Official	\$55.36	\$83.04	\$188	\$215	\$162	3.39	2.59	See hourly rate calc for billing factor calc

Hourly Rate Calculation - Planning

		Base Hourly Wage Rate (Mid Step)	OT Hourly Wage Rate	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)	
Functional Area	Job Title								Notes
Planning	Planning Tech	\$24.21	\$36.32	\$103	\$115	\$69	4.25	3.17	See hourly rate calc for billing factor calc
Planning	Assistant Planner	\$30.89	\$46.34	\$131	\$147	\$88	4.25	3.17	See hourly rate calc for billing factor calc
Planning	Associate Planner	\$37.55	\$56.33	\$160	\$178	\$107	4.25	3.17	See hourly rate calc for billing factor calc
Planning	Senior Planner	\$41.40	\$62.10	\$176	\$197	\$118	4.25	3.17	See hourly rate calc for billing factor calc
Planning	Planning Manager	\$56.00	\$84.00	\$238	\$266		4.25	3.17	See hourly rate calc for billing factor calc

Hourly Rate Calculation - Encroachment / Land Dev - PC / Inspection

		Base Hourly Wage Rate (Mid Step)	OT Hourly Wage Rate	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)	
Functional Area	Job Title								Notes
Encroach / LD - PC / Ins	Engineer Tech I	\$26.39	\$39.59	\$101	\$114	\$80	3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	Engineer Tech II	\$29.42	\$44.13	\$113	\$127	\$89	3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	Engineer Tech III	\$32.44	\$48.66	\$124	\$140	\$98	3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	Construction Inspector I	\$29.42	\$44.13	\$113	\$127	\$66	3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	Construction Inspector II	\$32.44	\$48.66	\$124	\$140	\$73	3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	Assistant Engineer	\$32.44	\$48.66	\$124	\$140	\$98	3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	Associate Civil Engineer	\$41.40	\$62.10	\$159	\$179	\$125	3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	Senior Civil Engineer	\$48.46	\$72.69	\$186	\$210	\$151	3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	Construction Manager	\$50.33	\$75.50	\$193	\$218	\$113	3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	Engineering Manager	\$56.00	\$84.00	\$214	\$242		3.83	2.89	See hourly rate calc for billing factor calc
Encroach / LD - PC / Ins	City Engineer	\$58.76	\$88.14	\$225	\$254	\$169	3.83	2.89	See hourly rate calc for billing factor calc

Hourly Rate Calculation - Permit Tech

Functional Area	Job Title	Base Hourly Wage Rate (Mid Step)	OT Hourly Wage Rate	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)	Notes
Community Development Admin	Permit Tech I	\$24.21	\$36.32	\$93	\$105	\$69	3.82	2.88	See hourly rate calc for billing factor calc
Community Development Admin	Permit Tech II	\$25.77	\$38.66	\$99	\$111	\$69	3.82	2.88	See hourly rate calc for billing factor calc

Hourly Rate Calculation - Community Development Administration

Functional Area	Job Title	Base Hourly Wage Rate (Mid Step)	OT Hourly Wage Rate	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)	Notes
Community Development Admin	Div Mgr (PW or Community Development)	\$55.96	\$83.94	\$226	\$254		4.04	3.03	See hourly rate calc for billing factor calc
Community Development Admin	Asst Dir of Community Development	\$55.96	\$83.94	\$226	n/a	\$159	4.04	n/a	See hourly rate calc for billing factor calc
Community Development Admin	Director of Community Development	\$62.08	\$93.12	\$251	n/a	\$182	4.04	n/a	See hourly rate calc for billing factor calc
Community Development Admin	Director of Public Svcs	\$65.23	\$97.85	\$264	n/a	\$148	4.04	n/a	See hourly rate calc for billing factor calc

Hourly Rate Calculation - Code Enforcement

		Base Hourly Wage Rate (Mid Step)	OT Hourly Wage Rate	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)	Notes
Functional Area	Job Title								
Code Enforcement	Code Enforcement Officer I	\$26.69	\$40.04	\$88	\$101	\$76	3.30	2.53	See hourly rate calc for billing factor calc
Code Enforcement	Code Enforcement Officer II	\$29.42	\$44.13	\$97	\$112	\$84	3.30	2.53	See hourly rate calc for billing factor calc

Hourly Rate Calculation - Fire

		Base Hourly Wage Rate (Mid Step)	OT Hourly Wage Rate	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)	
Functional Area	Job Title								Notes
Fire	Firefighter	\$23.80	\$35.70	\$108	\$126	\$57	4.55	3.53	See hourly rate calc for billing factor calc
Fire	Fire Engineer	\$28.29	\$42.44	\$113	\$131		4.01	3.09	See hourly rate calc for billing factor calc
Fire	Fire Captain	\$33.63	\$50.45	\$126	\$147	\$73	3.73	2.91	See hourly rate calc for billing factor calc
Fire	Fire Batallion Chief	\$40.04	\$60.06	\$135	\$167	\$98	3.37	2.78	See hourly rate calc for billing factor calc
Fire	Fire Batallion Chief (GFE)	\$51.11	\$76.67	\$135	\$167	\$98	2.64	2.18	See hourly rate calc for billing factor calc
Fire	Fire Division Chief	\$71.55	n/a	\$135	n/a		1.88	n/a	See hourly rate calc for billing factor calc
Fire	Fire Chief	\$61.84	n/a	\$200	n/a	\$129	3.24	n/a	See hourly rate calc for billing factor calc

Hourly Rate Calculation - Police

		Base Hourly Wage Rate (Mid Step)	OT Hourly Wage Rate	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)	
Functional Area	Job Title								Notes
Police	Police Officer	\$42.99	\$64.49	\$126	\$147		2.93	2.29	See hourly rate calc for billing factor calc
Police	Police Sergeant	\$54.68	\$82.02	\$160	\$187		2.93	2.29	See hourly rate calc for billing factor calc
Police	Police Lieutenant	\$56.06	\$84.09	\$164	\$192		2.93	2.29	See hourly rate calc for billing factor calc
Police	Police Chief	\$68.52	n/a	\$201	n/a		2.93	2.29	See hourly rate calc for billing factor calc
Police	Confidential Secretary	\$24.21	\$36.32	\$78	\$90		3.21	2.48	See hourly rate calc for billing factor calc
Police	Admin. Analyst I / PIO	\$30.65	\$45.98	\$98	\$114		3.21	2.48	See hourly rate calc for billing factor calc
Police	Admin. Analyst II / PIO	\$34.05	\$51.08	\$109	\$126		3.21	2.48	See hourly rate calc for billing factor calc
Police	Community Service Officer	\$24.29	\$36.44	\$78	\$90		3.21	2.48	See hourly rate calc for billing factor calc
Police	PD Dispatcher I	\$27.94	\$41.91	\$87	\$101		3.11	2.41	See hourly rate calc for billing factor calc
Police	PD Dispatcher II	\$30.83	\$46.25	\$96	\$111		3.11	2.41	See hourly rate calc for billing factor calc
Police	PD Sr. Dispatcher	\$36.79	\$55.19	\$114	\$133		3.11	2.41	See hourly rate calc for billing factor calc



Hourly Rate Calculation - Seasonal - Hourly

		Base Hourly Wage Rate (Mid Step)	OT Hourly Wage Rate (if Applicable)	Benefit Rate - % of Salaries	Citywide OH Rate % of Salaries	Benefit Rate - Per Hour	Citywide OH Rate - Per Hour	Total Cost Per Paid Hour	Fully-Burdened Hourly Rate - Regular Hours	Fully-Burdened Hourly Rate - OT (if applicable)	Current Hourly Billing Rate	Billing Rate Factor Applied to Base Salary for Billing Rate Calc - Regular Hours	Billing Rate Factor Applied to OT Base Salary for Billing Rate Calc - OT Hours (if applicable)
Functional Area	Job Title												
Seasonal - Hourly	Assistant Pool Manager	\$15.29	\$22.94	13%	61%	\$2.06	\$9.37	\$26.72	\$27	\$34		1.75	1.50
Seasonal - Hourly	College Intern	\$13.11	\$19.67	13%	61%	\$1.77	\$8.04	\$22.91	\$23	\$29		1.75	1.50
Seasonal - Hourly	Lifeguard	\$13.11	\$19.67	13%	61%	\$1.77	\$8.04	\$22.91	\$23	\$29		1.75	1.50
Seasonal - Hourly	Pool Manager	\$16.51	\$24.77	13%	61%	\$2.22	\$10.12	\$28.85	\$29	\$37		1.75	1.50
Seasonal - Hourly	Recreation Aide I	\$13.11	\$19.67	13%	61%	\$1.77	\$8.04	\$22.91	\$23	\$29		1.75	1.50
Seasonal - Hourly	Recreation Aide II	\$14.16	\$21.24	13%	61%	\$1.91	\$8.68	\$24.75	\$25	\$32		1.75	1.50
Seasonal - Hourly	Senior Recreation Aide	\$15.29	\$22.94	13%	61%	\$2.06	\$9.37	\$26.72	\$27	\$34		1.75	1.50
Seasonal - Hourly	Water Safety Instructor	\$14.16	\$21.24	13%	61%	\$1.91	\$8.68	\$24.75	\$25	\$32		1.75	1.50

## Attachment E



**Cost of Service Analysis**

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Calculation of the Costs of Providing Fee Related Services

Building

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

Fee Description		Intake, Issuance, Processing, Admin	Inspection	PC	Total		Hourly Rate		Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Cost Recovery	Proposed Fee	Note
1	HVAC Change-Out - Residential	0.42	0.50	0.13	1.04	x	\$163	x	\$170	\$145	85%	100%	\$170	
2	HVAC Change-Out - Commercial (per unit)	0.42	0.50	0.50	1.42	x	\$163	x	\$231	\$201	87%	100%	\$231	
3	Residential Solar < 10 kW	0.42	1.25	1.00	2.67	x	\$163	x	\$435	\$445	102%	100%	\$435	
4	Service Panel Upgrade - Residential	0.42	0.50	0.13	1.04	x	\$163	x	\$170	\$98	58%	100%	\$170	
5	Service Panel Upgrade - Commercial	0.42	0.50	0.50	1.42	x	\$163	x	\$231	\$98	42%	100%	\$231	
6	Water Heater Change-Out	0.42	0.50	0.13	1.04	x	\$163	x	\$170	\$86	51%	100%	\$170	
7	Line Repair - Sewer / Water / Gas	0.42	0.50	0.13	1.04	x	\$163	x	\$170	\$73	43%	100%	\$170	
8	Re-pipe	0.42	0.75	0.75	1.92	x	\$163	x	\$312	\$299	96%	100%	\$312	
9	Residential Re-Roof													
	a) Up to 2,000 SF	0.42	1.00	0.50	1.92	x	\$163	x	\$312			100%	\$312	
	b) Each Add'l 1,000 SF or fraction thereof		0.50		0.50	x	\$163	x	\$82			100%	\$82	
10	Demolition	0.50	0.50	0.50	1.50	x	\$163	x	\$245			100%	\$245	
11	Temporary Power Pole	0.42	0.50	0.13	1.04	x	\$163	x	\$170			100%	\$170	
12	Swimming Pool/Spa													
	a) Swimming Pool / Spa	0.50	3.00	3.00	6.50	x	\$163	x	\$1,060			100%	\$1,060	
	b) Detached Spa / Water Feature	0.42	1.00	0.50	1.92	x	\$163	x	\$312			100%	\$312	
	c) Gunite Alteration	0.42	2.00	0.50	2.92	x	\$163	x	\$475			100%	\$475	
	d) Equipment Change-out Alone	0.42	1.00	0.25	1.67	x	\$163	x	\$272			100%	\$272	
13	Patio													
	a) Standard (Wood/Metal Frame)													
	i) Up to 200 SF	0.42	0.75	0.50	1.67	x	\$163	x	\$272			100%	\$272	
	ii) Greater than 200 SF	0.42	1.00	0.75	2.17	x	\$163	x	\$353			100%	\$353	
	b) Upgraded (with electrical, stucco, fans, etc.)													
	i) Up to 200 SF	0.42	1.50	1.00	2.92	x	\$163	x	\$475			100%	\$475	
	ii) Greater than 200 SF	0.42	2.00	1.00	3.42	x	\$163	x	\$557			100%	\$557	
14	Window / Sliding Glass Door													
	a) Retrofit / Repair													
	i) Up to 5	0.42	0.50	0.50	1.42	x	\$163	x	\$231			100%	\$231	
	ii) Each additional 5		0.25		0.25	x	\$163	x	\$41			100%	\$41	
	b) New / Alteration													
	i) First	0.42	0.75	0.75	1.92	x	\$163	x	\$312			100%	\$312	
	ii) Each additional		0.25	0.13	0.38	x	\$163	x	\$61			100%	\$61	
BL	Business License Inspection		0.50		0.50	x	\$163	x	\$82			100%	\$82	

[a] Current fees vary based on project valuation and fixture types/counts. Current fees shown are intended to provide a reasonable estimate for purposes of estimating impact of fee changes. They are not intended to serve as exact estimates.

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

Fee Description		Est. City Staff Labor Hrs		Fully- Burdened Hourly	=	Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	Unit	Notes
1	Permit Issuance Fee	0.42	x	\$163	=	\$68			\$68	100%				[a]
2	General Plan Maintenance Fee (fee per \$1,000 valuation)					\$1.19	n/a		\$0.79	67%				
3	Technology Fee (percent of permit fee)					6%	n/a		4%	68%				
4	Strong Motion Instrumentation (SMI)													
	a) Residential						\$0.50 or valuation x .00013		\$0.50 or valuation x .00013					
	b) Commercial						\$0.50 or valuation x .00028		\$0.50 or valuation x .00028					
5	Building Standards (SB 1473) Fee Calculation (Valuation)													
	a) \$1 - \$25,000						\$1		\$1					
	b) \$25,001 - \$50,000						\$2		\$2					
	c) \$50,001 - \$75,000						\$3		\$3					
	d) \$75,001 - \$100,000						\$4		\$4					
	e) Each Add'l \$25,000 or fraction thereof						Add \$1		Add \$1					
6	Certificate of Occupancy													
	a) Temporary Certificate of Occupancy (per 30 Days)	1.50	x	\$163	=	\$245			\$245	100%				
	b) Certificate of Occupancy	0.75	x	\$163	=	\$122			\$122	100%				
7	Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	3.00	x	\$163	=	\$489			\$489	100%				
	<b>Copies, Re-Print, Change Of Contractor</b>													
8	Printing Scanned / Archived Drawings	0.07	x	\$163	=	\$11			\$11	100%				
9	Job Card / Permit Re-Print	0.33	x	\$163	=	\$54			\$54	100%				
10	Change Of Contractor	0.50	x	\$163	=	\$82			\$82	100%				
	<b>Violation Fees</b>													
11	Investigation Fee For Work Done Without Permits								2x Permit Fee					
	<b>Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits</b>													
1	\$1 - \$4,000	1.00	x	\$163	=	\$163			\$163	100%				
2	\$4,001 - \$10,000	1.00	x	\$163	=	\$163			\$163	100%				
3	\$10,001 - \$50,000	2.50	x	\$163	=	\$408			\$408	100%				
4	\$50,001 - \$100,000	6.00	x	\$163	=	\$978			\$978	100%				
5	\$100,001 - \$500,000	10.00	x	\$163	=	\$1,630			\$1,630	100%				
6	\$500,001 - \$1,000,000	24.00	x	\$163	=	\$3,912			\$3,912	100%				
7	\$1,000,001 and up	36.00	x	\$163	=	\$5,868			\$5,868	100%				

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

Fee Description		Est. City Staff Labor Hrs		Fully-Burdened Hourly		Est. Cost of Service		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	Unit	Notes
	<b>For permits requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee</b>														
1	Mechanical	12%								12%	100%				
2	Plumbing	12%								12%	100%				
3	Electrical	12%								12%	100%				
	<b>Permit Fee for Stand-Alone Mechanical Permit</b>														
1	Up to \$2,000	0.50	x	\$163	=	\$82				\$82	100%				
2	\$2,001 - \$4,000	1.00	x	\$163	=	\$163				\$163	100%				
3	\$4,001 - \$10,000	1.00	x	\$163	=	\$163				\$163	100%				
4	\$10,001 and up	2.00	x	\$163	=	\$326				\$326	100%				
	<b>Permit Fee for Stand-Alone Plumbing Permit</b>														
1	Up to \$2,000	0.50	x	\$163	=	\$82				\$82	100%				
2	\$2,001 - \$4,000	1.00	x	\$163	=	\$163				\$163	100%				
3	\$4,001 - \$10,000	1.00	x	\$163	=	\$163				\$163	100%				
4	\$10,001 and up	2.00	x	\$163	=	\$326				\$326	100%				
	<b>Permit Fee for Stand-Alone Electrical Permit</b>														
1	Up to \$2,000	0.50	x	\$163	=	\$82				\$82	100%				
2	\$2,001 - \$4,000	1.00	x	\$163	=	\$163				\$163	100%				
3	\$4,001 - \$10,000	1.00	x	\$163	=	\$163				\$163	100%				
4	\$10,001 and up	2.00	x	\$163	=	\$326				\$326	100%				
1	<b>Plan Check Fees</b>														
	a) Building Plan Review Fee, if applicable	75%								75%	100%				
	b) Building Energy Review Fee, if applicable	5%								5%	100%				
	c) Planning Plan Review Fee, if applicable	varies								Bill Hourly; \$45 Minimum	100%				
	d) Phased Plan Check (when applicable)	1.5x full plan check fee for								1.5x full plan check fee for entire bldg	100%				
	e) Expedited Plan Check (when applicable)	1.5x standard plan check								1.5x standard plan check fee	100%				
	f) Master Plan														
	i) Master Plan	100% of standard plan check								100% of standard plan check fee	100%				
	ii) Production Phase Units / Identical Buildings	25% of standard plan check								25% of standard plan check fee	100%				
	g) Alternate Materials and Materials Review (per hour)	1.00	x	\$163	=	\$163				\$163	100%				
	h) Excess Plan Review Fee (3rd and subsequent) (per hour)	1.00	x	\$163	=	\$163				\$163	100%				



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

Fee Description		Est. City Staff Labor Hrs		Fully- Burdened Hourly		Est. Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	Unit	Notes
	<b>Other Fees</b>													
1	Fire Plan Review and Inspection - % of Base Building Permit Fee, if	12%							12%	100%				
2	Phased Inspection Fee (per inspection)	0.50	x	\$163	=	\$82			\$82	100%				
3	After Hours Inspection (per hour) (2-hour minimum)	1.20	x	\$163	=	\$196			\$196	100%				
4	Re-inspection Fee (3rd Time or More) (each)	0.50	x	\$163	=	\$82			\$82	100%				[b]
5	Missed inspection Fee	0.50	x	\$163	=	\$82			\$82	100%				
6	Credit Card Transaction Fee								3% - Pass-thru					
7	Fees for Services Not Listed in this Fee Schedule (per hour)	1.00	x	\$163	=	\$163			\$163	100%				

[a] Fee only applies to permits for new construction and additions.

[b] Reinspection fee applies after second re-inspection.

## Calculation of the Costs of Providing Fee Related Services

### Planning

Fee Description		Flat Fee / Deposit	Total		Fully-Burdened Hourly		Total	Current		
								Deposit	Minimum Fee	Cost Recovery
	<b>Appeals</b>									
1	Appeal to Planning Commission	Deposit	32.00	x	\$182	=	\$5,824	\$1,000	\$600	varies
2	Appeal to City Council	Deposit	32.00	x	\$182	=	\$5,824	\$1,000	\$525	varies
	<b>Annexation</b>									
3	Annexation Review	Deposit	80.00	x	\$182	=	\$14,560	\$5,000 - \$15,000	\$350	varies
	<b>Business License Review</b>									
4	Home Occupation	Flat Fee	0.50	x	\$182	=	\$91			
5	Non-Residential	Flat Fee	0.63	x	\$182	=	\$114			
	<b>Conditional Use Permit</b>									
6	Conditional Use Permit - New Construction	Deposit	60.00	x	\$182	=	\$10,920		\$3,210	29%
7	Conditional Use Permit - Existing	Deposit	24.00	x	\$182	=	\$4,368		\$1,605	37%
8	Conditional Use Permit - Renewal	Deposit	20.00	x	\$182	=	\$3,640		\$300	8%
	<b>Design Review</b>									
9	Design Review - Residential	Deposit	32.00	x	\$182	=	\$5,824	\$1,000	\$525	varies
10	Design Review - Commercial	Deposit	64.00	x	\$182	=	\$11,648	\$1,000	\$525	varies
11	Design Review - Administrative	Deposit	16.00	x	\$182	=	\$2,912	\$300	\$175	varies
12	Design Review - Administrative actions requiring Planning Commission consultation/10-day appeal period	Deposit	20.00	x	\$182	=	\$3,640		\$500	14%
13	Design Review - Modifications	Deposit	16.00	x	\$182	=	\$2,912	\$1,000	\$525	varies
	<b>Determination of Public Convenience or Necessity</b>									
14	Determination of Public Convenience or Necessity	Deposit	24.00	x	\$182	=	\$4,368		\$1,150	26%
	<b>Development Agreement</b>									
15	Development Agreement	Deposit	80.00	x	\$182	=	\$14,560	\$10,000	\$1,200	varies
16	Development Agreement - Amendment	Deposit	80.00	x	\$182	=	\$14,560	\$5,000	\$1,200	varies
	<b>Development Permits</b>									
17	Development Permits	Deposit	64.00	x	\$182	=	\$11,648	\$1,000	\$525	varies
18	Planned Unit Development	Deposit	64.00	x	\$182	=	\$11,648	\$2,000	\$600	varies
19	General Development Plan	Deposit	64.00	x	\$182	=	\$11,648	\$2,000	\$525	varies
	<b>Environmental Review</b>									
20	Environmental Categorical Exemption Review	Flat Fee	1.50	x	\$182	=	\$273		\$335	123%
21	Environmental Initial Study	Deposit	24.00	x	\$182	=	\$4,368	\$1,215	\$600	varies
22	Negative Declaration	Deposit	32.00	x	\$182	=	\$5,824	\$2,500	\$1,780	varies
23	Mitigated Negative Declaration	Deposit	64.00	x	\$182	=	\$11,648	\$2,500	\$1,780	varies
24	Environmental Impact Report Review	Deposit	120.00	x	\$182	=	\$21,840	\$5,000	\$600	varies
	<b>Extension</b>									
25	Extension for Design Review, Conditional Use & Variance	Deposit	14.00	x	\$182	=	\$2,548	\$300	\$175	varies
26	Extension to Spec Dev Plan/Dev Permit	Deposit	24.00	x	\$182	=	\$4,368	\$2,000	\$600	varies

Fee Description							Current			
		Flat Fee / Deposit	Total		Fully-Burdened Hourly	=	Total	Deposit	Minimum Fee	Cost Recovery
27	<b>General Plan Amendment</b>									
	General Plan Amendment	Deposit	80.00	x	\$182	=	\$14,560	\$5,000	\$600	varies
	<b>Map Review</b>									
28	Tentative Parcel Map Review	Deposit	32.00	x	\$182	=	\$5,824	\$5,200	\$600	varies
29	Tentative Subdivision Map Review - 1 to 50 Lots	Deposit	64.00	x	\$182	=	\$11,648		\$7,765	67%
30	Tentative Subdivision Map Review - More than 50 Lots	Deposit	80.00	x	\$182	=	\$14,560		\$8,580	59%
31	Certificate of Compliance	Deposit	12.00	x	\$182	=	\$2,184	\$3,075	\$525	varies
32	Tentative Map Amendment	Deposit	28.00	x	\$182	=	\$5,096			
	<b>Pre-Application</b>									
33	Pre Application Conference	Deposit	8.00	x	\$182	=	\$1,456	\$1,200	\$525	varies
	<b>Pre-Zoning</b>									
34	Pre-Zoning	Deposit	28.00	x	\$182	=	\$5,096	\$1,200	\$525	varies
	<b>Reversion to Acreage</b>									
35	Reversions to Acreage Review	Deposit	32.00	x	\$182	=	\$5,824	\$5,000	\$600	varies
	<b>Signs</b>									
36	Signs - Temporary Sign/Banner Permit and Captive Balloons	Flat Fee	1.50	x	\$182	=	\$273		\$50	18%
37	Signs - "A" Frame Signs	Flat Fee	1.50	x	\$182	=	\$273		\$65	24%
38	Temporary Subdivision Sign Review	Deposit	20.00	x	\$182	=	\$3,640		\$795	22%
	<b>Special District Processing</b>									
39	Assessment District / CFD / Special District Processing Fee - Annexation	Deposit	varies	x	varies	=	varies	\$10,000	1.1% of Par Value	varies
40	Assessment District / CFD / Special District Processing Fee - Formation	Deposit	varies	x	varies	=	varies	\$10,000	1.1% of Par Value	varies
	<b>Specific Plan</b>									
41	Specific Plan	Deposit	160.00	x	\$182	=	\$29,120	\$2,000	\$525	varies
42	Specific Plan Amendment	Deposit	120.00	x	\$182	=	\$21,840	\$2,000	\$525	varies
43	Specific Development Plan and Development Permit	Deposit	32.00	x	\$182	=	\$5,824	\$2,000	\$525	varies
	<b>Street Name Processing / Address Processing</b>									
44	Building Address Processing	Deposit	2.00	x	\$182	=	\$364	Bill Hourly		varies
45	Building Re-Address Processing	Deposit	2.00	x	\$182	=	\$364	\$215	\$175	varies
46	Street Naming Processing	Deposit	14.00	x	\$182	=	\$2,548	\$1,000	\$210	varies
	<b>Street Right-of-Way Abandonment</b>									
47	Street/R-O-W Abandonment Process	Deposit	48.00	x	\$182	=	\$8,736	\$5,000	\$525	varies
	<b>Substantial Conformance</b>									
48	Substantial Conformance Finding	Deposit	20.00	x	\$182	=	\$3,640		\$735	20%
	<b>Tree (Protected Tree Removal)</b>									
49	Protected Tree Removal Inspection Application - 0-5 Trees	Flat Fee	4.00	x	\$182	=	\$728		\$265	36%
50	Protected Tree Removal Inspection Application - 6+ Trees	Flat Fee	6.00	x	\$182	=	\$1,092		\$530	49%
	<b>Variance</b>									
51	Administrative Variance	Deposit	8.00	x	\$182	=	\$1,456	\$1,330	\$525	varies
52	Variance Application	Deposit	32.00	x	\$182	=	\$5,824		\$3,655	63%

Fee Description						Current		
						Deposit	Minimum Fee	Cost Recovery
53	<b>Zone Change</b>							
	Rezone Review - Less than 10 Acres	Deposit	60.00	x	\$182	=	\$10,920	31%
54	Rezone Review - 10 Acres or More	Deposit	80.00	x	\$182	=	\$14,560	46%
	<b>Planning Inspection</b>							
55	Planning Inspection	Flat Fee	0.63	x	\$182	=	\$114	n/a
	<b>CDD Determination Zoning</b>							
56	CDD Determination Zoning	Deposit	8.00	x	\$182	=	\$1,456	
	<b>Other</b>							
57	Credit Card Transaction Fee							
58	Conditions of Approval - Amendment	Deposit	8.00	x	\$182	=	\$1,456	varies
59	Land Use Certification Letter	Deposit	4.00	x	\$182	=	\$728	varies
60	Modification of Municipal Code	Deposit	40.00	x	\$182	=	\$7,280	varies
61	Transfer Agreement Review and Approval	Deposit	12.00	x	\$182	=	\$2,184	varies
62	Special Commission Meeting	Flat Fee	8.00	x	\$182	=	\$1,456	103%
63	Staff Research for Documents or Records	Deposit	1.00	x	\$182	=	\$182	varies
	<b>In-Lieu / Mitigation Fee</b>							
64	Parking In-Lieu Fee (per parking space)	Flat Fee	n/a				\$6,460	n/a
65	Protected Oak Tree Removal Mitigation Fee (per inch)	Flat Fee	n/a				\$150	n/a
	<b>Fees for Services Not Identified In Schedule</b>							
66	See Hourly Billing Rate Section of the Fee Schedule							
	<b>Hourly Billing Rates for Deposit-Based Billings</b>							
67	See Hourly Billing Rate Section of the Fee Schedule							

[a] Triple fee if done without prior City approval.

Fee Description		Proposed			Note
		Deposit	Minimum Fee	Proposed Cost Recovery	
	<b>Appeals</b>				
1	Appeal to Planning Commission	\$5,000	\$3,000	100%	
2	Appeal to City Council	\$5,000	\$3,000	100%	
	<b>Annexation</b>				
3	Annexation Review	\$15,000	\$10,920	100%	
	<b>Business License Review</b>				
4	Home Occupation		\$45	49%	
5	Non-Residential		\$30	26%	
	<b>Conditional Use Permit</b>				
6	Conditional Use Permit - New Construction	\$10,000	\$8,190	100%	
7	Conditional Use Permit - Existing	\$3,500	\$3,276	100%	
8	Conditional Use Permit - Renewal	\$3,000	\$2,730	100%	
	<b>Design Review</b>				
9	Design Review - Residential	\$5,000	\$4,000	100%	
10	Design Review - Commercial	\$10,000	\$5,824	100%	
11	Design Review - Administrative	\$2,500	\$1,456	100%	
12	Design Review - Administrative actions requiring Planning Commission consultation/10-day appeal period	\$3,500	\$1,820	100%	
13	Design Review - Modifications	\$2,500	\$1,456	100%	
	<b>Determination of Public Convenience or Necessity</b>				
14	Determination of Public Convenience or Necessity	\$3,500	\$3,276	100%	
	<b>Development Agreement</b>				
15	Development Agreement	\$15,000	\$10,920	100%	
16	Development Agreement - Amendment	\$15,000	\$10,920	100%	
	<b>Development Permits</b>				
17	Development Permits	\$10,000	\$5,824	100%	
18	Planned Unit Development	\$10,000	\$5,824	100%	
19	General Development Plan	\$10,000	\$5,824	100%	
	<b>Environmental Review</b>				
20	Environmental Categorical Exemption Review		\$273	100%	
21	Environmental Initial Study	\$4,000	\$2,000	100%	
22	Negative Declaration	\$5,000	\$3,000	100%	
23	Mitigated Negative Declaration	\$10,000	\$8,000	100%	
24	Environmental Impact Report Review	\$20,000	\$15,000	100%	
	<b>Extension</b>				
25	Extension for Design Review, Conditional Use & Variance	\$2,500	\$1,911	100%	
26	Extension to Spec Dev Plan/Dev Permit	\$4,500	\$3,276	100%	

Fee Description		Proposed			Note
		Deposit	Minimum Fee	Proposed Cost Recovery	
27	<b>General Plan Amendment</b>				
	General Plan Amendment	\$15,000	\$10,920	100%	
	<b>Map Review</b>				
28	Tentative Parcel Map Review	\$6,000	\$4,368	100%	
29	Tentative Subdivision Map Review - 1 to 50 Lots	\$10,000	\$8,736	100%	
30	Tentative Subdivision Map Review - More than 50 Lots	\$15,000	\$10,920	100%	
31	Certificate of Compliance	\$2,000	\$1,638	100%	
32	Tentative Map Amendment	\$5,000	\$4,000	100%	
	<b>Pre-Application</b>				
33	Pre Application Conference	\$1,500	\$728	100%	
	<b>Pre-Zoning</b>				
34	Pre-Zoning	\$4,500	\$3,000	100%	
	<b>Reversion to Acreage</b>				
35	Reversions to Acreage Review	\$5,000	\$4,368	100%	
	<b>Signs</b>				
36	Signs - Temporary Sign/Banner Permit and Captive Balloons		\$273	100%	
37	Signs - "A" Frame Signs		\$273	100%	
38	Temporary Subdivision Sign Review	\$3,000	\$1,456	100%	
	<b>Special District Processing</b>				
39	Assessment District / CFD / Special District Processing Fee - Annexation	\$25,000		100%	
40	Assessment District / CFD / Special District Processing Fee - Formation	\$50,000		100%	
	<b>Specific Plan</b>				
41	Specific Plan	\$25,000	\$21,840	100%	
42	Specific Plan Amendment	\$20,000	\$16,380	100%	
43	Specific Development Plan and Development Permit	\$5,000	\$4,000	100%	
	<b>Street Name Processing / Address Processing</b>				
44	Building Address Processing	\$500	\$273	100%	
45	Building Re-Address Processing	\$500	\$273	100%	
46	Street Naming Processing	\$2,500	\$1,911	100%	
	<b>Street Right-of-Way Abandonment</b>				
47	Street/R-O-W Abandonment Process	\$8,000	\$6,552	100%	
	<b>Substantial Conformance</b>				
48	Substantial Conformance Finding	\$3,000	\$2,000	100%	
	<b>Tree (Protected Tree Removal)</b>				
49	Protected Tree Removal Inspection Application - 0-5 Trees		\$200	27%	
50	Protected Tree Removal Inspection Application - 6+ Trees		\$1,000	92%	
	<b>Variance</b>				
51	Administrative Variance	\$1,500	\$1,092	100%	
52	Variance Application	\$5,000	\$4,368	100%	

Fee Description		Proposed			Note
		Deposit	Minimum Fee	Proposed Cost Recovery	
	<b>Zone Change</b>				
53	Rezone Review - Less than 10 Acres	\$10,000	\$8,190	100%	
54	Rezone Review - 10 Acres or More	\$15,000	\$10,920	100%	
	<b>Planning Inspection</b>				
55	Planning Inspection		\$100	88%	
	<b>CDD Determination Zoning</b>				
56	CDD Determination Zoning	\$1,000	\$700	100%	
	<b>Other</b>				
57	Credit Card Transaction Fee		3% - Pass-Thru	100%	
58	Conditions of Approval - Amendment	\$1,500	\$1,092	100%	
59	Land Use Certification Letter	\$500	\$364	100%	
60	Modification of Municipal Code	\$7,500	\$5,460	100%	
61	Transfer Agreement Review and Approval	\$2,000	\$1,092	100%	
62	Special Commission Meeting		\$1,456	100%	
63	Staff Research for Documents or Records	\$250	\$91	100%	
	<b>In-Lieu / Mitigation Fee</b>				
64	Parking In-Lieu Fee (per parking space)		\$6,460		
65	Protected Oak Tree Removal Mitigation Fee (per inch)		\$150		[a]
	<b>Fees for Services Not Identified In Schedule</b>				
66	See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate		
	<b>Hourly Billing Rates for Deposit-Based Billings</b>				
67	See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate		

[a] Triple fee if done without prior City approval.



Calculation of the Costs of Providing Fee Related Services

Public Works

City of Lincoln  
Public Works and Community Development Department Engineering Plan Review and Inspection  
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Labor Hours		Hourly Rate		Cost of Service	Current Fee	Current Cost Recovery	Targeted Cost Recovery	Proposed Deposit or Fee	Proposed Fee Structure	Note
1	Final Subdivision Map / Parcel Map Review	Deposit	x	varies		varies	\$1,000	varies	100%	\$5,000	Deposit	
2	Map Corrections and Amendments	Deposit	x	varies		varies	varies	varies	100%	\$3,000	Deposit	
3	Lot Line Adjustments	Deposit	x	varies		varies	varies	varies	100%	\$3,000	Deposit	
4	Improvement Plan Check	Deposit	x	varies		varies	varies	varies	100%	\$25,000	Deposit	
5	Improvement Inspection	Deposit	x	varies		varies	varies	varies	100%	\$50,000	Deposit	
6	Grading Plan Check - Custom Lot	Deposit	x	varies		varies	varies	varies	100%	\$10,000	Deposit	
7	Grading Plan Check - Other	Deposit	x	varies		varies	varies	varies	100%	\$25,000	Deposit	
8	Grading Inspection - Custom Lot	Deposit	x	varies		varies	varies	varies	100%	\$10,000	Deposit	
9	Grading Inspection - Other	Deposit	x	varies		varies	varies	varies	100%	\$50,000	Deposit	
10	Easement Plan Check	Deposit	x	varies		varies	varies	varies	100%	\$5,000	Deposit	
11	Water Quality Management Plan	Deposit	x	varies		varies	varies	varies	100%	\$3,000	Deposit	
12	Review of Project CC&R's	Deposit	x	varies		varies	varies	varies	100%	\$10,000	Deposit	
13	Technical Review	Deposit	x	varies		varies	varies	varies	100%	\$1,500	Deposit	
14	Encroachment Permit Inspection (Annual)	Deposit	x	varies		varies	varies	varies	100%	\$1,500	Deposit	
General Encroachment Permits												
15	Encroachment Permit - Pool Construction	1.50	x	\$164	=	\$246	varies	varies	100%	\$246	Fixed Fee	
16	Encroachment Permit - Residential Driveway (Per Opening)	3.50	x	\$164	=	\$574	varies	varies	100%	\$574	Fixed Fee	
17	Encroachment Permit - Temporary Signs	0.50	x	\$164	=	\$82	varies	varies	100%	\$82	Fixed Fee	
18	Encroachment Permit - Block Party	0.50	x	\$164	=	\$82	varies	varies	100%	\$82	Fixed Fee	
19	Encroachment Permit - Food Carts / Temp Bins	0.50	x	\$164	=	\$82	varies	varies	100%	\$82	Fixed Fee	
20	Encroachment Permit - All Others (for Work Expected to Last No More Than Two Days)											[a]
	a) Base Fee - Up to Two Days	2.5	x	\$164	=	\$410	varies	varies	100%	\$410	Fixed Fee	
	b) Each Additional Day	1.0	x	\$164	=	\$164	varies	varies	100%	\$164	Fixed Fee	
21	General Encroachment Permit - All Others (for Work Expected to Last More Than Two Days)	Deposit				varies	varies	varies	100%	\$1,000	Deposit	[a]
22	Construction and Demolition Materials Management Plan - Application Plan Review and Deposit Administration Fee	0.75	x	\$164	=	\$123			100%	\$123 plus Deposit	Fixed Fee plus Deposit	
23	Sidewalk Vending Permit											
	a) Initial	1.0	x	\$164	=	\$164			100%	\$164	Fixed Fee	
	b) Renewal	0.5	x	\$164	=	\$82			100%	\$82	Fixed Fee	
24	Transportation Permit											
	a) Single Trip	n/a				n/a			n/a	\$16	Fixed Fee	[b]

City of Lincoln  
Public Works and Community Development Department Engineering Plan Review and Inspection  
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Labor Hours	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery	Targeted Cost Recovery	Proposed Deposit or Fee	Proposed Fee Structure	Note
	b) Annual	n/a		n/a			n/a	\$90	Fixed Fee	[b]
25	Credit Card Transaction Fee						100%	3% - Direct pass-through to vendor	Fixed Fee	
26	Work Without a Permit or Work Beyond Scope of Permit							2x Permit Fee	Fixed Fee	
27	Additional Inspections (After First Re-inspection)							See Hourly Rate Schedule; 1 hour minimum	Fixed Fee	
28	Missed Inspections							See Hourly Rate Schedule; 1 hour minimum	Fixed Fee	
29	Inspections Outside of Normal Business Hours							See Hourly Rate Schedule; 4 hour minimum	Fixed Fee	
30	Additional Plan Review (After 3rd Plan Check)							See Hourly Rate Schedule; 1 hour minimum	Fixed Fee	
	<b>Fees for Services Not Identified In Schedule</b>									
31	See Hourly Billing Rate Section of the Fee Schedule							See Hourly Rate Schedule	Deposit	
	<b>Hourly Billing Rates for Deposit-Based Billings</b>									
32	See Hourly Billing Rate Section of the Fee Schedule							See Hourly Rate Schedule	Deposit	

Note: Deposit amounts listed are typical minimum amounts. The City reserves the right to request a higher deposit based on complexity of project or frequency of inspections needed.

[a] General encroachment work includes any activity within the public right of way. Fixed fee permit applies to typical utility work with standard WATCH manual traffic control. More complex work requiring additional plan check/traffic control, plan review, testing, and/or inspection, requires a deposit.

[b] Fee is intended to mirror amounts established by State of California.

Calculation of the Costs of Providing Fee Related Services

Technology Enhancement Fee

City of Lincoln  
 User and Regulatory Fee Study  
 Cost of Service Calculation - Technology Enhancement Fee

**Estimated Expenditures**

Description	Total	Amortization / Update Frequency	Annual Cost	Notes
Initial Outlay for Enhanced Permit/Project Tracking	\$ 500,000	8	\$ 62,500	[a]
Initial Upgrades to Hardware (e.g. monitor, computers)	\$ 20,000	4	\$ 5,000	[a]
On-going Licensing	\$ 50,000	1	\$ 50,000	[a]
Total - Labor Expenditures	\$ 570,000		\$ 117,500	

**Calculation of Fee at Full Cost Recovery**

Description	Total	Notes
Annual Revenue Requirement	\$ 117,500	
Estimated Annual Permit Fees	\$ 2,000,000	[b]
Technology Fee as % of Permit Fee	5.88%	

**Cost Recovery Analysis**

Description	Current Fee	Fee at Full Cost Recovery	Targeted Fee	Notes
Technology Enhancement Fee	0.00%	5.88%	4.00%	

**Revenue Analysis**

Description	Current Revenue	Revenue at Full Cost Recovery	Revenue at Targeted Fee	Over/Under Recovery at Current Fee	Over/Under Recovery at Proposed Fee	Notes
Technology Enhancement Fee	\$ -	\$ 117,500	\$ 80,000	\$ (117,500)	\$ (37,500)	

Notes:

[a] Source: Estimate developed by consultant based on population, recent information from other communities, and City's current licensing expenses.

[b] Source: Multi-year average permit fees for Planning, Public Works, and Building Fees.

Calculation of the Costs of Providing Fee Related Services

General Plan Maintenance Fee

City of Lincoln  
User and Regulatory Fee Study  
Cost of Service Calculation - General Plan Update Fee

**Estimated Expenditures**

Description	Total	Amortization / Update Frequency	Annual Cost	Notes
General Plan Update	\$ 1,500,000	15	\$ 100,000	[a]
Housing Element	\$ 100,000	4	\$ 25,000	[a]
Zoning Code	\$ 50,000	2	\$ 25,000	[a]
In-House Labor	\$ 33,258	1	\$ 33,258	[a]
Total - Expenditures	\$ 1,683,258		\$ 183,258	

**Calculation of Fee at Full Cost Recovery**

Description	Total	Notes
Annual Revenue Requirement	\$ 183,258	
Total Construction Valuation	\$ 154,601,859	[b]
Construction Valuation in Thousands ('000)	\$154,602	
General Plan Fee Per \$1,000 Valuation	\$1.1854	

**Cost Recovery Analysis**

Description	Current Fee	Fee at Full Cost Recovery	Targeted Fee	Notes
General Plan Maintenance Fee - Per \$1,000 Valuation	\$ -	\$ 1.19	\$ 0.79	

**Revenue Analysis**

Description	Current Revenue	Revenue at Full Cost Recovery	Revenue at Targeted Fee	Over/Under Recovery at Current Fee	Over/Under Recovery at Proposed Fee	Notes
General Plan Maintenance Fee	\$ -	\$ 183,258	\$ 122,172	\$ (183,258)	\$ (61,086)	

Notes:

[a] Source: Conservative estimates of update costs.

[b] Source: Prior year construction valuation.

Calculation of the Costs of Providing Fee Related Services

Code Enforcement



City of Lincoln  
User and Regulatory Fee Study  
Code Enforcement Fees  
Calculation of Estimated Cost of Service

Fee Description		Est. Labor Hours		Hourly Rate	=	Est. Cost of Svc	Current Fee	Current Est. Cost Recovery	Targeted Cost Recovery	Proposed Fee	Note
1	Removal of Vehicle Equipment										
	a) Costs of Abatement (outside services)	varies	x	n/a	=	varies	pass-through	100%	100%	pass-through	
	b) Staff Costs (per hour)	1.0	x	\$112	=	\$112	varies	varies	100%	see hourly schedule	
	c) Municipal Citation, if applicable	n/a	x	n/a	=	varies	see LMC	n/a	n/a	see LMC	
2	Nuisance Abatement										
	a) Costs of Abatement (outside services)	varies	x	n/a	=	varies	pass-through	100%	100%	pass-through	
	b) Staff Costs (per hour)	1.0	x	\$112	=	\$112	varies	varies	100%	see hourly schedule	
	c) Municipal Citation, if applicable	n/a	x	n/a	=	varies	see LMC	n/a	n/a	see LMC	

Calculation of the Costs of Providing Fee Related Services

Special Events

City of Lincoln  
User and Regulatory Fee Study  
Special Event Fees  
**Calculation of Estimated Cost of Service**

Fee Description		Est. Labor Hours		Hourly Rate	=	Est. Cost of Svc	Current Fee	Current Est. Cost Recovery	Targeted Cost Recovery	Proposed Fee	Note
1	Jump House Permit										
	a) Fee (Per Inflatable)	1.0	x	\$101	=	\$101	\$70	69%	25%	\$25	
	b) Damage/Cleaning Deposit Fee (Refundable)	n/a					\$105			\$100	
2	Banner Permit	2.0	x	\$85	=	\$170	\$95	56%	74%	\$125	
3	Neighborhood Block Party Permit	2.0	x	\$101	=	\$202	\$95	47%	74%	\$150	
4	Special Event Permit										
	a) Application Review Fee (Non-Refundable)										
	i) Minor: No Special Events and Incident (SEI) Committee Review Required	2.0	x	\$101	=	\$202	\$95 - \$150	varies	74%	\$150	
	ii) Major: SEI Committee Review Required	8.0	x	\$101	=	\$808	\$95 - \$150	varies	37%	\$300	
	b) Service Charges for Staff Support at Event	varies		varies		varies	n/a	0%	100%	T&M - Actual Costs	
	c) Commercial Park Use Permit Fee										
	i) Per Month						n/a			\$50	
	ii) Per Year						n/a			\$300	
	d) Park/Facility Rental Fee	n/a					n/a	0%		Varies by Location	
	e) Initial Deposit										
	i) Minor: No Special Events and Incident (SEI) Committee Review Required						n/a			\$250	
	ii) Major: SEI Committee Review Required						n/a			\$500	
5	<del>Road Closures Permit</del>						\$50				
6	<del>Alcohol Sales/Consumption Permit</del>						\$50				

\* Note: hourly rate used to calculate application review cost of service based on Recreation Manager position. If SEI review is required multiple staff members will participate at varying hourly rates. Using uniform hourly rate to develop a reasonable, conservative, estimate of the cost of service.

Calculation of the Costs of Providing Fee Related Services

Fire Prevention

City of Lincoln  
Fire Prevention Fees  
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Total		Fully-Burdened Hourly		Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery
	<b>Operational Permits</b>									
1	Aerosol Products	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
2	Amusement Building	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
3	Apartments/Hotels/Motels									
	a) 3 - 16 Units	2.20	x	\$174	=	\$383	n/a	varies	\$383	100%
	b) 17 - 32 Units	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
	c) 33 or more Units	3.70	x	\$174	=	\$644	n/a	varies	\$644	100%
4	Candles/Open Flames	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
5	Carnivals and Fairs	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
6	Combustible Dust Operations	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
7	Combustible Storage	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
8	Commercial Day Care Facility									
	a) 7 - 49 Persons	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
	b) 50 - 149 Persons	3.70	x	\$174	=	\$644	n/a	varies	\$644	100%
	c) 150 or more Persons	4.70	x	\$174	=	\$818	n/a	varies	\$818	100%
9	Compressed Gases	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
10	Covered Mall Buildings	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
11	Cryogenics	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
12	Dry Cleaning Plant	3.70	x	\$174	=	\$644	n/a	varies	\$644	100%
13	Dust Producing Operations/Storage	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
14	Explosives Blasting Agent Storage	5.70	x	\$174	=	\$992	n/a	varies	\$992	100%
15	Flammable/Combustible Liquids	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
16	Garage Repairs/Motor Vehicle Fuel	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
17	Hazardous Materials	3.70	x	\$174	=	\$644	n/a	varies	\$644	100%
18	Hazardous Production Facilities	5.70	x	\$174	=	\$992	n/a	varies	\$992	100%
19	High Piled Storage	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
20	Hot Food Vendor - Annual	2.20	x	\$174	=	\$383	n/a	varies	\$383	100%
21	Hot Works/ Cutting & Welding	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
22	Institutional	-								
	a) Less Than 6 Patients	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
	b) 6 or More Patients	3.70	x	\$174	=	\$644	n/a	varies	\$644	100%
	c) Detention Facilities	4.70	x	\$174	=	\$818	n/a	varies	\$818	100%
23	Knox Box Servicing	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
24	Large Family Day Care									
	a) Large Family Day Care Inspection	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
	b) Pre-Inspection (at Hourly Rate)	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
25	Liquid Petroleum Gas (Lpg)	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
26	Lumber Yard/Woodwork	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
27	Organic Coating Application	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
28	Ovens (Industrial Baking/Drying)	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%

City of Lincoln  
Fire Prevention Fees  
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Total		Fully-Burdened Hourly		Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery
29	Places Of Assembly									
	a) Less than 300 Occupant Load	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
	b) 300 - 999 Occupant Load	3.70	x	\$174	=	\$644	n/a	varies	\$644	100%
	c) 1,000-1500 Occupant Load	4.70	x	\$174	=	\$818	n/a	varies	\$818	100%
	d) 1,500 or more Occupant Load	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
30	Pyrotechnics & Special Effects (Not Fireworks)									
	a) Additional Standby Time (per hour)	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
	b) Additional Engine Company (if needed)	3.00	x	\$174	=	\$522	n/a	varies	\$522	100%
31	Pyrotechnics Display (3 Hours)									
	a) Additional Standby Time (per hour)	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
	b) Additional Engine Company (if needed)	3.00	x	\$174	=	\$522	n/a	varies	\$522	100%
32	Radioactive Materials	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
33	Refrigeration Equipment	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
34	Residential Care Facilities									
	a) RCFE	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
	b) 7 or more Residents	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
	c) Pre-Inspection (at Hourly Rate)	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
35	Spraying Or Dipping	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
36	Temporary Membrane Structures	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
37	Tire Storage	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
38	Wood Products	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
	<b>Construction Permits</b>									
39	Compressed Gas Systems Inspection									
	a) General	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
	b) Hazardous Material	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
	c) Medical Gas	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
40	Electric Gate Inspection	2.70	x	\$174	=	\$470	n/a	varies	\$470	100%
41	Fire Alarm									
	a) New Installation	8.50	x	\$174	=	\$1,479	n/a	varies	\$1,479	100%
	b) Tenant Improvement	3.50	x	\$174	=	\$609	n/a	varies	\$609	100%
	c) High Rise	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
	d) Large Fire Alarm Project (+50 Devices)	14.50	x	\$174	=	\$2,523	n/a	varies	\$2,523	100%
42	Fire Code Board Of Appeals	12.00	x	\$174	=	\$2,088	n/a	varies	\$2,088	100%
43	Fire Pump System	10.50	x	\$174	=	\$1,827	n/a	varies	\$1,827	100%
44	Fire Sprinkler System (Commercial)									
	a) New Installation < 100 Heads	6.50	x	\$174	=	\$1,131	n/a	varies	\$1,131	100%
	b) New Installation 100-199 Heads	9.50	x	\$174	=	\$1,653	n/a	varies	\$1,653	100%
	c) New Installation 200+ Heads	16.50	x	\$174	=	\$2,871	n/a	varies	\$2,871	100%
	d) Tenant Improvement 1-50 Heads	4.50	x	\$174	=	\$783	n/a	varies	\$783	100%
	e) Tenant Improvement 51+ Heads	6.50	x	\$174	=	\$1,131	n/a	varies	\$1,131	100%

City of Lincoln  
Fire Prevention Fees  
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Total		Fully-Burdened Hourly	=	Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery
45	Fire Stand Pipe System	4.50	x	\$174	=	\$783	n/a	varies	\$783	100%
46	Hood And Duct System	3.50	x	\$174	=	\$609	n/a	varies	\$609	100%
47	Off Hours Inspections	1.25	x	\$174	=	\$218	n/a	varies	\$218	100%
48	Open Space & Eva	5.00	x	\$174	=	\$870	n/a	varies	\$870	100%
49	Project Plan Revision Review Per Hour	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
50	Radio Amplification Systems	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
51	Re-Inspection Fee	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
52	Smoke Management Systems	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
53	Special Consultation Services	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
54	Spray Booths	4.50	x	\$174	=	\$783	n/a	varies	\$783	100%
55	Underground Water Systems	5.50	x	\$174	=	\$957	n/a	varies	\$957	100%
<b>Services &amp; Inspections</b>										
56	Ambulance Assistance	1.50	x	\$119	=	\$179	n/a	varies	\$179	100%
57	Emergency (Spilled Load, Hazmat, DUI, ETC. Responses)	2.25	x	\$119	=	\$269	n/a	varies	\$269	100%
58	False Alarm Response									
	a) Up to 3 per 12 months	2.25	x	\$119	=	\$269	No Charge	varies	\$0	0%
	b) Each after 3 per 12 months	2.25	x	\$119	=	\$269	\$75	varies	\$269	100%
59	Fire Board Contractor Permit Application	2.25	x	\$174	=	\$392	n/a	varies	\$392	100%
60	Fire Board Up Use/Evaluation	4.75	x	\$174	=	\$827	n/a	varies	\$827	100%
61	Fire Flow Hydrant Test	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
62	Fireworks Sales Permits (Booths)	3.25	x	\$174	=	\$566	n/a	varies	\$566	100%
63	Large Family Day Care Pre-Inspection (At Hourly Rate)	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
64	Other Fire Code Permits	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
65	Other Required Inspections Not Specifically Listed	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
66	Residential Care Facilities Pre-Inspection (At Hourly Rate)	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
67	Theatrical Fire Performance	4.25	x	\$119	=	\$508	n/a	varies	\$508	100%
68	Vegetation Management/Grazing/Nuisance Abatement Activities									
	a) Grazing Permit	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
	b) Fire Fuel/WUI Reduction Compliance Activity	1.00	x	\$174	=	\$174	n/a	varies	\$174	100%
69	Weed Abatement	1.00	x	\$174	=	\$174	\$40	varies	\$174	100%
70	Will Serve Letters/Special Requests	3.00	x	\$174	=	\$522	n/a	varies	\$522	100%
71	Business General Fire & Life Safety Inspections	1.50	x	\$174	=	\$261	\$100	varies	\$261	100%

Calculation of the Costs of Providing Fee Related Services

Police



City of Lincoln  
Police Fees  
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Sworn	Non-Sworn		Sworn	Non-Sworn	=	Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Note
1	Alarm Permit			x	\$144	\$113	=		\$20		\$20		*
2	Alarm Permit Renewal			x	\$144	\$113	=		\$20		\$20		*
3	Arson Investigation			x	\$144	\$113	=		See Hourly Rate Schedule		See Hourly Rate Schedule		
4	Catch and Return Animal to Owner		0.50	x	\$144	\$113	=	\$57	\$25		\$50		
5	Dog Licensing Fee			x	\$144	\$113	=		See PCSO		See PCSO		
6	DUI Accident Response Investigation			x	\$144	\$113	=		See Hourly Rate Schedule		See Hourly Rate Schedule		
7	Fingerprinting Service - Ink Prints												
	a) Resident		0.33	x	\$144	\$113	=	\$37	\$10	27%	\$18	48%	
	b) Non-Resident		0.33	x	\$144	\$113	=	\$37	\$15	40%	\$25	67%	
8	Fingerprinting Service - Live Scan		0.33	x	\$144	\$113	=	\$37	\$12	32%	\$18	48%	
9	Fingerprint - Department of Justice			x	\$144	\$113	=		\$32		\$32		[a]
10	Fingerprint - FBI			x	\$144	\$113	=		\$17	varies	\$17		[a]
11	Golf Cart Permit		0.50	x	\$144	\$113	=	\$57	\$50	varies	\$50	88%	
12	Impound Vehicle Release	0.50	0.50	x	\$144	\$113	=	\$129	\$100	varies	\$125	97%	
13	Liquor Permit Application	0.08		x	\$144	\$113	=	\$12	\$0	varies	\$0	0%	
14	Marijuana Cultivation Permit			x	\$144	\$113	=		\$50	varies	\$50		*
15	Massage Establishment Permit			x	\$144	\$113	=		\$800	varies	\$800		[b]
16	Massage Establishment Permit - Renewal			x	\$144	\$113	=		\$250	varies	\$250		[b]
17	Massage Technician Permit			x	\$144	\$113	=		\$250 per permit; \$125 if technician is owner	varies	\$250 per permit; \$125 if technician is owner		[b]
18	Massage Technician Permit - Renewal			x	\$144	\$113	=		\$250 per permit; \$125 if technician is owner	varies	\$250 per permit; \$125 if technician is owner		[b]
19	Noise Disturbance Response - Call Back	0.50		x	\$144	\$113	=	\$72	\$85	varies	\$95	100%	[c]
20	Police Audio Tape Reproduction	0.50		x	\$144	\$113	=	\$72	\$1	varies	\$10	14%	
21	Police Photo Reproduction	0.50		x	\$144	\$113	=	\$72	\$70, plus reproduction costs	varies	\$10	14%	
22	Police Report Copy		0.50	x	\$144	\$113	=	\$57	\$0 first 10 pages; \$0.20/pg thereafter	varies	\$10	18%	
23	Records Checks/Clearance Letter		0.25	x	\$144	\$113	=	\$28	\$25	varies	\$25	88%	
24	Permit: Range, Hunting, Special Ag Shooting - Initial			x	\$144	\$113	=	\$0	\$25	varies	\$25		*
25	Permit: Range, Hunting, Special Ag Shooting - Renewal			x	\$144	\$113	=	\$0	\$10	varies	\$10		*
26	Taxi Cab Operations Permit	1.00		x	\$144	\$113	=	\$144	\$200	varies	\$200		*
27	Taxi Cab Permit	1.00		x	\$144	\$113	=	\$144	\$50	varies	\$50		*
28	Tow Truck Permit	1.00		x	\$144	\$113	=	\$144	\$200	varies	\$200		*
29	Vehicle Equipment Correction Inspection												
	a) Citations issued by Lincoln PD		0.25	x	\$144	\$113	=	\$28	\$0	varies	\$0	0%	
	b) Citations issued by Other Agency		0.25	x	\$144	\$113	=	\$28	\$0	varies	\$10	35%	
30	VIN Verification	0.50		x	\$144	\$113	=	\$72	\$0	varies	\$25	35%	

[a] This fee is not established by the City of Lincoln. It may be collected on behalf of, or directly by, a third party (e.g. vendor; other public agency). The fee schedule is intended to mirror amounts adopted by third parties. If the amount charged by a third party changes, the amounts collected by the City on behalf of the third party are presumed to change simultaneously. Amounts shown in the fee schedule will be updated as soon as practicable after the City receives notice of the fee change.

[b] Required every two years.

[c] Responding to a noise disturbance call more than once in a 24-hour period of time. No charge for first response. Fee applies for each response after first.

\* Fee not examined as part of this study.

Calculation of the Costs of Providing Fee Related Services

Public Services

City of Lincoln  
Public Services Fees  
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Admin	Maint		Admin	Maint		Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Note
1	Damage to City Property Repair			x			=		Actual Cost		Actual Cost		
2	Utility Service Application - New Home	0.58	0.33	x	\$66	\$89	=	\$61	\$50	83%	\$60	99%	
3	Utility Service Application - Change in Existing Service (Ownership)	0.33		x	\$66	\$89	=	\$22	\$12		\$20	91%	
4	Refuse & Green Waste Collection - Pick Up Call Back	0.08	0.33	x	\$66	\$89	=	\$35	\$15		\$25	71%	
5	Refuse & Green Waste Collection - Special Pick Up	0.08	0.33	x	\$66	\$89	=	\$35	\$25, plus disposal costs		\$25, plus disposal costs	71%	
6	Refuse Services - Request for Service Change	0.33	0.50	x	\$66	\$89	=	\$67	\$60		\$65	98%	[a]
7	Commercial Key Charge (per month, per dumpster/enclosure)			x	\$66	\$89	=		\$6		\$6		
8	Dumpster Replacement (e.g. bins / lids)			x	\$66	\$89	=		Actual Cost		Actual Cost		[b]
9	Refuse Container Replacement (e.g. bins / lids)			x	\$66	\$89	=		Actual Cost		Actual Cost		[b]
10	Water Meter - Construction Hydrant			x	\$66	\$89	=		\$3,000 Deposit; \$180 One-Time Administrative Fee; \$50 per month rental fee; actual cost of water		\$3,000 Deposit; \$180 One-Time Administrative Fee; \$50 per month rental fee; actual cost of water		
11	Fire - Flow Test												
	a) Five Lots or Less		4.00	x	\$66	\$89	=	\$356	\$346		\$350	98%	
	b) Subdivisions or Commercial Centers / 5+ Lots		varies	x	\$66	\$89	=		varies		Bill Hourly; \$1,000 Deposit	100%	
12	Water Delinquent Turn Off/On												
	a) Monday - Friday 7am - 3pm	0.17	0.75	x	\$66	\$89	=	\$78	\$25	32%	\$50	64%	
	b) After Hours	0.17	2.00	x	\$66	\$108	=	\$227	\$70	31%	\$150	66%	
	c) Delinquent Bill Charge			x	\$66	\$89	=	\$0	\$1		\$1		
	d) Tagging Charge	0.08	0.08	x	\$66	\$89	=	\$13	\$7.25		\$7.25	56%	
13	Water Delinquent Turn Off/On (second time - result of customer turning on water without authority)	0.17	0.75	x	\$66	\$89	=	\$78	\$35	45%	\$75	96%	
14	Water Delinquent Turn Off/On (third time - result of customer cutting lock and turning on water without authority)	0.33	1.00	x	\$66	\$89	=	\$111	\$100 plus cost of lock	90%	\$110 plus cost of lock	100%	
15	Water Shutoff/Reconnect Fee (due to resident voluntarily discontinuing service and/or service shutoff for resident failing to sign up for service)												
	a) Monday - Friday 7am - 3pm	0.17	0.75	x	\$66	\$89	=	\$78	\$25	32%	\$50	64%	
	b) After Hours	0.17	2.00	x	\$66	\$108	=	\$227	\$70	31%	\$150	66%	
16	Water Meter Test (per test - refundable is meter is running fast)	0.33	1.00	x	\$66	\$89	=	\$111	\$110	99%	\$110	99%	
17	All Other Services Provided (e.g. review services provided to other divisions / services not listed in this schedule)								See hourly rate schedule		See hourly rate schedule		
18	Refuse & Green Waste Collection - Pick Up								See Utility Rate Schedule		See Utility Rate Schedule		*
19	Refuse & Green Waste Collection - Second Can Rate								See Utility Rate Schedule		See Utility Rate Schedule		*
20	Temporary Bin Requests								See Utility Rate Schedule		See Utility Rate Schedule		*
21	Refuse - Extra Pick Up Fee								See Utility Rate Schedule -		See Utility Rate Schedule -		*
22	Sewer Rate								See Utility Rate Schedule		See Utility Rate Schedule		*
23	Sewer Connection - High Strength Discharge								See Utility Rate Schedule		See Utility Rate Schedule		*
24	Water Rate								See Utility Rate Schedule		See Utility Rate Schedule		*
25	Construction Water								See Utility Rate Schedule		See Utility Rate Schedule		*

City of Lincoln  
Public Services Fees  
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Admin	Maint	Admin	Maint	Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Note
26	Sewer Connection Fee						See Impact Fee Schedule		See Impact Fee Schedule		*
27	Transportation Fee						See Impact Fee Schedule		See Impact Fee Schedule		*
28	Water Connection Fee (City)						See Impact Fee Schedule		See Impact Fee Schedule		*
29	All Other City Impact / Mitigation Fees						See Impact Fee Schedule		See Impact Fee Schedule		*

[a] For recovery and pickup of service containers because customer elects to change service needs within 3 months of prior service change.

[b] For lost, damaged, or stolen container.

\* Fee not examined as part of this study.

## Cost Recovery Analysis

Airport Fund

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

Fee Description		Airport Direct Regular Hours	Airport Direct OT Hours	PW Director	Total		Airport Direct Regular Hours Hrly	Airport Direct OT Hours Hrly Rate	PW Director Hrly Rate	=	Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Cost Recovery	Proposed Fee	Note
1	After Hour Jet Fuel Service		1.00		1.00	x	\$102	\$118	\$285	=	\$118	\$71	60%	100%	\$118	
2	Aircraft Tie Down Fee															
	a) Per Day											\$5	n/a	n/a	\$8	
	b) Per Month											\$50	n/a	n/a	\$75	
3	Construction Oversight Fee	2.00		2.00	4.00	x	\$102	\$118	\$285	=	\$776	\$496	64%	100%	\$776	[a]
4	Corporate Jet Landing & Ramp Fee											\$75	n/a	n/a	\$113	

**Estimated Expenditures - Based on 18/19 YTD Actuals**

Description	Fuel	All Other	Total	Notes
6885 Airport - Expenditures	\$ 694,362	\$ 418,120	\$ 1,112,482	[a]
1040 Airport - Expenditures (Attorney)	\$ -	\$ 22,557	\$ 22,557	[a]
4060 Airport - Expenditures (Finance)	\$ -	\$ 19,195	\$ 19,195	[a]
6810 Airport - Expenditures (Public Svcs Admin)	\$ -	\$ 24,833	\$ 24,833	[a]
Transfer to ISF	\$ -	\$ 160,651	\$ 160,651	[a]
IT	\$ -	\$ 784	\$ 784	[a]
Bad Debt	\$ -	\$ 6	\$ 6	[a]
Transfer	\$ -	\$ 32,806	\$ 32,806	[a]
Interest & Debt Service	\$ -	\$ 140,708	\$ 140,708	[a]
Total - Expenditures	\$ 694,362	\$ 819,660	\$ 1,514,022	

**Revenues**

Description	Total	Notes
Curr Unsecur Aircraft Prop Tax	\$ 33,803	[a]
Leases Rows N,P,Q,R,S,T	\$ 212,597	[a]
Airport Fuel & Oil Sales	\$ 950,971	[a]
Airport Rents/Tiedowns/Leases	\$ 364,126	[a]
Penalties & Service Charges	\$ 4,230	[a]
Rents & Concessions	\$ 46,283	[a]
Other Revenue	\$ 9,355	[a]
Total - Revenues	\$1,621,365	

**Cost Recovery Analysis**

Description	Revenues	Expenses	Total	Notes
Total	\$1,621,365	\$ 1,514,022	107%	

Notes:

[a] Source: FY 19/20 adopted budget

**Estimated Expenditures - Based on FY 19/20 Adopted Budget**

Description	Fuel	All Other	Total	Notes
6885 Airport - Expenditures	\$ 690,000	\$ 373,553	\$ 1,063,553	[a]
1040 Airport - Expenditures (Attorney)	\$ -	\$ 12,081	\$ 12,081	[a]
4060 Airport - Expenditures (Finance)	\$ -	\$ 18,696	\$ 18,696	[a]
6810 Airport - Expenditures (Public Svcs Admin)	\$ -	\$ 29,961	\$ 29,961	[a]
Transfer to ISF	\$ -	\$ 171,414	\$ 171,414	[a]
Transfer	\$ -	\$ 22,631	\$ 22,631	[a]
Interest & Debt Service	\$ -	\$ 140,725	\$ 140,725	[a]
Total - Expenditures	\$ 690,000	\$ 769,061	\$ 1,459,061	

**Revenues**

Description	Total	Notes
Curr Unsecur Aircraft Prop Tax	\$ 34,000	[a]
Leases Rows N,P,Q,R,S,T	\$ 220,000	[a]
Airport Fuel & Oil Sales	\$ 903,900	[a]
Airport Rents/Tiedowns/Leases	\$ 375,000	[a]
Penalties & Service Charges	\$ 2,000	[a]
Rents & Concessions	\$ 46,624	[a]
Other Revenue	\$ 4,000	[a]
Construction Valuation in Thousands ('000)	\$1,585,524	

**Cost Recovery Analysis**

Description	Revenues	Expenses	Total	Notes
Total	\$1,585,524	\$ 1,459,061	109%	

Notes:

[a] Source: FY 19/20 adopted budget



**Estimated Expenditures - Based on FY 19/20 Adopted Budget plus Assumed Funding of Additional .5 FTE**

Description	Fuel	All Other	Add Staffing	Total	Notes
6885 Airport - Expenditures	\$ 690,000	\$ 373,553	\$ 67,497	\$ 1,131,050	[a];[b]
1040 Airport - Expenditures (Attorney)	\$ -	\$ 12,081	\$ 2,183	\$ 14,264	[a]
4060 Airport - Expenditures (Finance)	\$ -	\$ 18,696	\$ 109	\$ 18,805	[a]
6810 Airport - Expenditures (Public Svcs Admin)	\$ -	\$ 29,961	\$ 9	\$ 29,970	[a]
Transfer to ISF	\$ -	\$ 171,414	\$ 4	\$ 171,418	[a]
Transfer	\$ -	\$ 22,631	\$ -	\$ 22,631	[a]
Interest & Debt Service	\$ -	\$ 140,725	\$ -	\$ 140,725	[a]
Total - Expenditures	\$ 690,000	\$ 769,061	\$ 69,802	\$ 1,528,863	

**Revenues**

Description	Total	Notes
Curr Unsecur Aircraft Prop Tax	\$ 34,000	[a]
Leases Rows N,P,Q,R,S,T	\$ 220,000	[a]
Airport Fuel & Oil Sales	\$ 903,900	[a]
Airport Rents/Tiedowns/Leases	\$ 375,000	[a]
Penalties & Service Charges	\$ 2,000	[a]
Rents & Concessions	\$ 46,624	[a]
Other Revenue	\$ 4,000	[a]
Construction Valuation in Thousands ('000)	\$1,585,524	

**Cost Recovery Analysis**

Description	Revenues	Expenses	Total	Notes
Total	\$1,585,524	\$ 1,528,863	104%	

Notes:

[a] Source: FY 19/20 adopted budget

[b] Assumes addition of .5 FTE Sr. Maintenance Worker

Cost Recovery Analysis

Business License Fees

City of Lincoln  
User and Regulatory Fee Study  
Business License Fees  
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Business License	Dept Review	Total		Business License	Field Inspect / Encroach Rvw, etc.		Cost of Svc	Current Fee	Current Est. Cost Recovery	Proposed Cost Recovery	Proposed Fee	Note
	<b>Business License Fees</b>													
1	Application - Commercial	0.50	See Planning	0.50	x		\$182	=		\$30			\$30	
2	Application - (Residential/Home Occupation)	0.50	See Planning	0.50	x		\$182	=		\$45			\$45	
3	Application - (Street Vendor Permit)	0.50	0.50	1.00	x		\$164	=	\$82	n/a			\$80	
4	Application - (Non-Profit/Veteran)	0.50		0.50	x		\$182	=		\$0			\$0	
5	Business License Renewal	0.17		0.17	x			=		\$5			\$5	

## Cost Recovery Analysis

### Recreation

City of Lincoln  
User and Regulatory Fee Study  
Cost Recovery Analysis - Recreation Department

**Expenditures**

Description	Account	FY 19/20 Budget	Existing								
			4810 Rec Admin	4812 Adult Sports	4813 Youth Sports	4814 Camps	4816 Spec Events	4817 Contract Cls	4818 Aquatics	6875 Parks	6890 Facilities
<b>Recreation</b>											
Salaries - FT	40000	\$ 360,953	\$ 109,272	\$ 21,653	\$ 48,873	\$ 58,702	\$ 47,172	\$ 17,000	\$ 4,127	\$ 54,154	\$ -
Safety Allowance	40550	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -
Salaries - PT	43000	\$ 340,113	\$ -	\$ 24,650	\$ 55,500	\$ 110,500	\$ 2,500	\$ -	\$ 90,000	\$ 56,963	\$ -
Salaries - OT	44000	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -
Retirement	48050	\$ 25,010	\$ 7,935	\$ 2,205	\$ 2,203	\$ 3,193	\$ 2,607	\$ 933	\$ 420	\$ 5,514	\$ -
PERS Unfunded	48055	\$ 40,152	\$ 20,360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,792	\$ -
Workers Comp	48060	\$ 21,940	\$ 1,630	\$ 1,121	\$ 2,526	\$ 4,095	\$ 1,202	\$ 158	\$ 2,278	\$ 8,930	\$ -
OPEB	48065	\$ 36,750	\$ 30,625	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,125	\$ -
Med/Den/Life Ins	48070	\$ 75,089	\$ 16,722	\$ 14,527	\$ 765	\$ 198	\$ 19,488	\$ 3,966	\$ 86	\$ 19,337	\$ -
SUI	48080	\$ 12,625	\$ 357	\$ 917	\$ 2,061	\$ 4,002	\$ 330	\$ 55	\$ 3,067	\$ 1,836	\$ -
FICA	48090	\$ 54,524	\$ 8,359	\$ 3,542	\$ 7,985	\$ 12,944	\$ 3,800	\$ 1,301	\$ 7,201	\$ 9,392	\$ -
Insurance	50111	\$ 22,650	\$ 17,037	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,113	\$ -
Materials & Supplies	50140	\$ 183,703	\$ 2,000	\$ 4,050	\$ 31,275	\$ 47,503	\$ 18,875	\$ -	\$ 9,000	\$ 17,000	\$ 54,000
Materials & Supplies (Park)	50140 PARK	\$ 10,000	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ -
Fuel & Oil	50150	\$ 4,500	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -
Uniforms & Clothing	50190	\$ 4,270	\$ 500	\$ -	\$ 1,000	\$ 650	\$ 500	\$ -	\$ 1,000	\$ 620	\$ -
Advertising	50220	\$ 47,650	\$ 41,700	\$ 500	\$ 1,270	\$ 1,280	\$ 2,900	\$ -	\$ -	\$ -	\$ -
Communications	50250	\$ 18,272	\$ 7,692	\$ 650	\$ 650	\$ 990	\$ 650	\$ -	\$ 540	\$ 650	\$ 6,450
Utilities	50310	\$ 336,386	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,300	\$ 253,086
Professional Services	50400	\$ 535,519	\$ 21,000	\$ 18,900	\$ 28,105	\$ 45,550	\$ 11,340	\$ 94,050	\$ -	\$ 500	\$ 316,074
Mayors Cup Expense	50401	\$ 17,500	\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Membership/Dues	50500	\$ 43,465	\$ 31,750	\$ 4,000	\$ 1,700	\$ 750	\$ 2,715	\$ -	\$ -	\$ 2,550	\$ -
Training/Travel/Conf/Mtgs	50540	\$ 9,600	\$ 6,500	\$ -	\$ 850	\$ 200	\$ -	\$ -	\$ 1,250	\$ 800	\$ -
Regulatory Fees	50710	\$ 9,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,600
Special Events	50905	\$ 37,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,000
Mayor's Cup Youth Programs	54440	\$ 19,445	\$ -	\$ -	\$ 7,590	\$ 5,305	\$ 2,000	\$ 2,000	\$ 2,550	\$ -	\$ -
<b>Total</b>		\$ 2,274,216	\$ 345,439	\$ 98,215	\$ 192,353	\$ 295,862	\$ 116,079	\$ 119,463	\$ 121,519	\$ 309,076	\$ 676,210

City of Lincoln  
User and Regulatory Fee Study  
Cost Recovery Analysis - Recreation Department

**Program Revenue and Expenditure Summary**

Description	Account	FY 19/20 Budget	4810 Rec Admin	4812 Adult Sports	4813 Youth Sports	4814 Camps	4816 Spec Events	4817 Contract Cls	4818 Aquatics	6875 Parks	6890 Facilities
Grant Revenue (GSSA)	32200	\$ 2,500			\$ 2,500						
Pavilion Rental	33511	\$ 45,000									\$ 45,000
BBQ Area Rental	33512	\$ 1,500									\$ 1,500
Civic Center Rental	33513	\$ 500									\$ 500
Jump House Permit Fee	33518	\$ 500								\$ 500	
Community Center Rental	33530	\$ 42,500									\$ 42,500
Sports-Facility Ops/Rentals	33531	\$ 125,000								\$ 125,000	
Pool-Rental/Parties	33535	\$ 3,500							\$ 3,500		
Pool-Recreation/Family Swim	33540	\$ 8,500							\$ 8,500		
Pool-Swimming Lessons	33550	\$ 60,000							\$ 60,000		
Pool-Classes/Programs	33560	\$ 15,000							\$ 15,000		
Pool-Swim Team	33565	\$ 15,000							\$ 15,000		
Camps	33570	\$ 220,000				\$ 220,000					
Classes	33572	\$ 135,000						\$ 135,000			
Recreation Sponsor/Donation	33577	\$ 61,200	\$ 61,200								
Mayor's Cup Revenue	33578	\$ 35,000	\$ 35,000								
Pool-Resale Items	33582	\$ 2,000							\$ 2,000		
Regional Park-Concessions	33585	\$ 7,500								\$ 7,500	
Special Events Fees	33586	\$ 30,750					\$ 30,750				
Sports-Adult Leagues	33590	\$ 50,000		\$ 50,000							
Sports-Youth Leagues	33591	\$ 145,000			\$ 145,000						
Total		\$ 1,005,950	\$ 96,200	\$ 50,000	\$ 147,500	\$ 220,000	\$ 30,750	\$ 135,000	\$ 104,000	\$ 133,000	\$ 89,500

**Program Cost Recovery Overview - Including Parks and Facilities Expenditures, Excluding Citywide Overhead**

Description	FY 19/20 Budget	4810 Rec Admin	4812 Adult Sports	4813 Youth Sports	4814 Camps	4816 Spec Events	4817 Contract Cls	4818 Aquatics	6875 Parks	6890 Facilities
Revenue	\$ 1,005,950	\$ 96,200	\$ 50,000	\$ 147,500	\$ 220,000	\$ 30,750	\$ 135,000	\$ 104,000	\$ 133,000	\$ 89,500
Direct Expenses	\$ 2,274,216	\$ 345,439	\$ 98,215	\$ 192,353	\$ 295,862	\$ 116,079	\$ 119,463	\$ 121,519	\$ 309,076	\$ 676,210
Cost Recovery %	44%	28%	51%	77%	74%	26%	113%	86%	43%	13%
City Subsidy	\$ 1,268,266	\$ 249,239	\$ 48,215	\$ 44,853	\$ 75,862	\$ 85,329	\$ (15,537)	\$ 17,519	\$ 176,076	\$ 586,710

**Program Cost Recovery Overview - All Revenues (Excluding Citywide Overhead, Excluding Parks and Facilities Expenses)**

Description	FY 19/20 Budget
Revenue	\$ 1,005,950
Direct Expenses	\$ 1,288,930
Cost Recovery %	78%
City Subsidy	\$ 282,980

**Program Cost Recovery Overview - All Revenues (Excluding Citywide Overhead, Excluding Department Administration, Excluding Parks and Facilities Expenses)**

Description	FY 19/20 Budget
Revenue	\$ 1,005,950
Direct Expenses	\$ 943,491
Cost Recovery %	107%
City Subsidy	\$ (62,459)

## Attachment F



**CITY OF LINCOLN**

**PUBLIC HEARING | DECEMBER 10, 2019**

# **UPDATE OF USER AND REGULATORY FEES**

**ClearSource** Financial Consulting

**TERRY MADSEN | PRINCIPAL CONSULTANT**

**tmadsen@clearsourcefinancial.com | 831.288.0608**

**www.clearsourcefinancial.com**

# RECAP OF RECENT MEETINGS

**On October 8, 2019, City Council received a presentation outlining proposed adjustments to development related user and regulatory fees (service-based fees)**

- City Council reviewed draft outcomes and directed staff to schedule a public hearing to consider updated schedule of fees

# RECAP OF RECENT MEETINGS

**On November 4, 2019, staff met with representatives of the Building Industry Association (BIA) to discuss proposed update to the Master Fee Schedule**

- BIA's primary questions and concerns are associated with administrative rate applied to consultant services to support private development projects

# ADMINISTRATIVE RATE

## ➔ Current Administrative Rate

- Ranges from 20% - 45% added to consultant invoices to recover the City's indirect costs

## ➔ Proposed Administrative Rate

- 40% added to consultant invoices to recover the City's indirect costs

Development Services Divisions	Total Cost Per Hour
Labor (In-House & Contract Labor)	\$118
Services & Supplies	\$14
Citywide Overhead	\$34
Total	\$167

Indirect costs intended to be recovered via administrative rate. 40% of labor rate

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## **SIGNIFICANT FINDINGS AND IMPACTS OF POTENTIAL ACTION**

# FEE RESTRUCTURING

## Restructuring of the Existing Fee Schedule

- ➔ Easily identifiable, fixed, flat fees are proposed for the City's most common permit requests
- ➔ Restructure fees to enhance the nexus between services provided and fees collected
- ➔ Recalibrate initial deposit amounts to minimize multiple rounds of deposit replenishment (improve application review efficiency)
- ➔ Develop updated schedule of hourly billing rates that reflects City's current costs
- ➔ Seasonal recreation fees are proposed to be removed from the fee schedule allowing the City to be more agile in responding to community needs and program demand
- ➔ Update facility rental fees while maintaining focus on providing access to residents and local youth organizations

# FIRE FEES

## Establish Fee Schedule that Allows for Cost Recovery of

- ➔ Mandated Inspections
- ➔ Construction Project related review and inspection costs
  - Fire Sprinkler Review
  - Fire Alarm Review
- ➔ Operational Permits

*Residents and Businesses will only pay for services received*

*Adopting schedule of fees allows for on-going development of fire prevention program*

# IMPROVE COST RECOVERY

DIRECT FEE-RELATED SERVICES	PREVAILING FEES				PROPOSED FEES		
	Annual Cost of Service	Annual Fee Revenue	City Subsidy	Overall Current Cost Recovery	Annual Fee Revenue	New Revenue to City	Targeted Cost Recovery
Development Services	\$3,338,000	\$2,669,000	\$669,000	80%	\$3,338,000	\$669,000	100%
General Plan Update	\$183,000	\$0	\$183,000	0%	\$122,000	\$122,000	67%
Technology Enhancement	\$117,000	\$0	\$117,000	0%	\$80,000	\$80,000	68%
Total	\$3,638,000	\$2,669,000	\$969,000	73%	\$3,540,000	\$871,000	97%

***City currently subsidizes approximately \$1M annually of the costs of providing private development review, permitting, and inspection.***

***Updated fees are anticipated to recover approximately \$900K of new revenue to the City.***

***Revenues are intended to offset the costs of existing services***



# HOURLY RATES FOR SERVICES

Description	Hourly Rate
Building Fees	\$163
Development Engineering / Encroachments	\$164
Fire Prevention	\$174
Planning	\$182

*Rates are consistent with cost of service calculated for other communities*

# PURPOSE OF THIS EVENING

## Action requested from City Council

Determine whether to adopt updated schedule of fees

**CITY OF LINCOLN**

**UPDATE OF USER AND REGULATORY FEES**

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# **DISCUSSION & QUESTIONS**

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