

AMENDMENTS (MINOR)

	-	-	-	-	-	0.08	-	-	-	-
Non- Personnel Costs										
Copying										
Postage										

AMENDMENTS (MINOR)

Department			
Police CSO	Total Hours	TOTAL COST	Notes
	0.17	8.79	
	-	-	
	-	-	
	-	-	
	-	-	
-	0.17	8.79	Total Personnel Cost
100.00	0.35	35.00	
		\$ 43.79	Total Costs
		\$ 34.00	FY22/23 Proposed Fee
		\$ 36.00	FY19/20 Current Fee Schedule
		\$ (2.00)	Inc/Dec
Department			
Police CSO	Total Hours	TOTAL COST	Notes
	0.08	4.39	
	-	-	
	-	-	
	-	-	
	-	-	

Staff Fully Loaded Rates FY 25/26

Updated: 7/25/25

Position	Hourly Rate w/ Benefits	OT Rate	OMB Indirect Cost Rate (27.1%)	Total Fully Loaded Rate = Indirect + Hourly + Benefits
4130 Administration				
Administrative Analyst	54.29	52.41	14.71	\$ 69.00
Administrative Assistant	38.25	44.89	10.37	\$ 48.62
City Clerk	57.40		15.56	\$ 72.96
City Manager	130.30		35.31	\$ 165.61
Human Resources Manager	62.66		16.98	\$ 79.64
Public Experience Liaison	24.91	16.82	6.75	\$ 31.66
4150 Finance				
Finance Director	76.91		20.84	\$ 97.75
Finance Technician I	45.38	41.73	12.30	\$ 57.68
Finance Technician III	58.90	51.17	15.96	\$ 74.86
Government Accountant I	62.48	56.37	16.93	\$ 79.41
4200 Police Department				
Administrative Analyst	65.93	52.17	17.87	\$ 83.80
Administrative Assistant - Police	56.06	48.08	15.19	\$ 71.25
Police Captain	123.71		33.53	\$ 157.24
Police Chief - Executive POST	183.99		49.86	\$ 233.85
Police Officer Basic	75.41	65.94	20.44	\$ 95.85
Police Sergeant Advance	120.48	92.80	32.65	\$ 153.12
Police Sergeant Intermediate	96.57	81.57	26.17	\$ 122.74
Special Investigator Advanced	107.10	79.32	29.02	\$ 136.13
4202 CRU				
Grants Analyst	29.53	20.19	8.00	\$ 37.54
Social Services Liaison	53.65	55.61	14.54	\$ 68.19
4320- Community Development				
Administrative Assistant	49.73	58.35	13.48	\$ 63.20
Assistant Planner	50.16	59.59	13.59	\$ 63.75
Code Enforcement Officer	50.94	75.72	13.80	\$ 64.74
Community Development Director	86.11		23.34	\$ 109.44
4330- Public Works				
Administrative Analyst	43.97	52.17	11.92	\$ 55.89
Assistant City Engineer	57.01	64.95	15.45	\$ 72.46
Assistant City Engineer	64.72	64.95	17.54	\$ 82.25
Assistant Director Engineering	59.15		16.03	\$ 75.18
Engineering Technician	55.12	58.93	14.94	\$ 70.05
Public Works Director	92.01		24.93	\$ 116.94
4131 - Economic Development				
Economic Development Manager	67.34		18.25	\$ 85.59
Grants Coordinator	46.96	43.64	12.73	\$ 59.68
4394- IT				
Audiovisual Technician	24.93	16.01	6.76	\$ 31.69
Audiovisual Technician	24.93	16.01	6.76	\$ 31.69
Systems Analyst	52.88	58.06	14.33	\$ 67.21
Systems Analyst - Lead	63.46	71.19	17.20	\$ 80.65

4550- Fleet				
Mechanic	53.05	50.81	14.38	\$ 67.43
4570 Corporation Yard				
Maintenance Division Supervisor	75.48	61.68	20.46	\$ 95.94
Maintenance Worker I	41.21	38.77	11.17	\$ 52.38
Maintenance Worker II	50.86	45.71	13.78	\$ 64.64
Maintenance Worker IV	53.30	54.78	14.44	\$ 67.74
Water & Wastewater				
Environmental Compliance Coordinator	60.52	68.15	16.40	\$ 76.92
Laborer	12.04	6.95	3.26	\$ 15.30
Operations Manager	71.84		19.47	\$ 91.30
Treatment Division Supervisor	38.29	44.57	10.38	\$ 48.67
Treatment Plant Operator II	46.67	42.66	12.65	\$ 59.32
Treatment Plant Operator III	48.24	56.41	13.07	\$ 61.32
Treatment Plant Operator-in-Training	41.08	39.61	11.13	\$ 52.21
CV Starr				
Administrative Coordinator	38.28	40.43	10.37	\$ 48.65
Maintenance Supervisor	45.75	56.34	12.40	\$ 58.14
Maintenance Worker I - CV Starr	34.20	39.00	9.27	\$ 43.47
Maintenance Worker II - CV Starr	37.40	42.46	10.13	\$ 47.53
Parks & Recreation Director	60.19	68.01	16.31	\$ 76.50
Recreation Supervisor	48.96	60.24	13.27	\$ 62.23
Senior Administrative Assistant	32.27	36.79	8.75	\$ 41.02

AMENDMENTS (MINOR)

Department			
Police CSO	Total Hours	TOTAL COST	Notes
	0.17		
	-	-	
	-	-	
	-	-	
-	0.17	9.61	Total Personnel Cost
450.00	0.25	112.50	
		\$ 122.11	Total Costs
FY22/23 Proposed Fee		\$ 69.00	
FY19/20 Current Fee Schedule		\$ 68.00	
	Inc/Dec	\$ 1.00	

AMENDMENTS (MINOR)

Expedited Business License- Intial License - 2 days or less											
	<i>CDD</i>						<i>Finance</i>				<i>Public</i>
	CD/PW Director	Associate Planner	Asst Planner	AA-CDD	Code Enforce officer	Admin Analyst	Asst Finance Director	Govt Acct I	Finance Tech	Average Finace tech/govt Acc I	PWD
<u>Personnel Costs</u>											
Review Application				0.50							
Process Fee/Answer										0.67	
Process Paperwork										0.67	
*Fire Inspection											
	-	-	-	0.50	-	-	-	-	-	1.33	-
<u>Non- Personnel Costs</u>											
Copying											
Postage											
Legal Ad for Public Notice											

AMENDMENTS (MINOR)

Return Check										
	<i>CDD</i>		<i>Finance</i>			<i>Public Works</i>			<i>Police</i>	
	CD/PW Director	Associate Planner	Asst Finance Director	Lead Accountant	Finance Tech	Average Finance tech/govt Acc I	PWD	Ass.Direct Eng	Water Lead	Chief of Police
Personnel Costs										
Look up account, reverse charges, contact customer.				0.17	0.33					
Bank Rec										
	-	-	-	0.17	0.33	-	-	-	-	-
Non- Personnel Costs										
Copying										
Postage										
US Bank charges										

AMENDMENTS (MINOR)

Replace Payroll Checks										
	CDD		Finance				Public Works			Police
	CD/PW Director	Associate Planner	Asst Finance Director	Lead Gov Acct	Finance Tech	Average Finace tech/govt Acc I	PWD	Ass.Direct Eng	Water Lead	Chief of Police
Personnel Costs										
Look up account, reverse charges, contact customer.				0.25	0.50					
	-	-	-	0.25	0.50	-	-	-	-	-
Non- Personnel Costs										
Copying										
Postage										
WFB charges										

AMENDMENTS (MINOR)

Department			
Police CSO	Total Hours	TOTAL COST	Notes
	0.75	37.57	
	-	-	
	-	-	
	-	-	
	-	-	
-	0.75	37.57	Total Personnel Cost
0.25		-	
		\$ 37.57	Total Costs
	FY22/23 Proposed Fee	\$ 42.00	New Fee
	FY19/20 Current Fee Schedule	\$ 42.00	
	Inc/Dec	\$ -	

AMENDMENTS (MINOR)

Replace AP or Payroll Checks										
	CDD		Finance				Public Works			Police
	CD/PW Director	Associate Planner	Asst Finance Director	Govt Acct I	Finance Tech	Average Finace tech/govt Acc I	PWD	Ass.Direct Eng	Water Lead	Chief of Police
Personnel Costs										
Verify check hasn't cleared, stop payment, pull invoice, void check, issue replacement				0.25	0.50					
	-	-	-	0.25	0.50	-	-	-	-	-
Non- Personnel Costs										
Copying										
Postage										
WFB charges										

City of Fort Bragg
2019 Fee Schedule

FINANCE DEPARTMENT FEES				
CATEGORY	Actual Costs	2022/23 Fee	2026 Proposed Fees	Inc/Dec
Reports, Billing, etc.				
Audit Reports - Complete Set	\$ 43.79	34.00	\$ 44	22.73%
Audit Reports - Subsets	\$ 21.89	16.00	\$ 22	27.27%
Replace Lost Accounts Payable or Payroll Check	\$ 38.31	42.00	\$ 38	-10.53%
Return Check Fee (Charge for return of bad check)	\$ 36.24	42.00	\$ 36	-16.67%
Budget Document	\$ 122.11	69.00	\$ 122	43.50%
Credit Card processing fee		2.5% of transaction	2.5% of transaction	0.00%
Utility Bill Payment by Phone	\$ 7.03	5.00	\$ 5	0.00%
Utility Bills - Final Notice Penalty	\$ 78.09	58.00	\$ 78	25.64%
Utility Profile Fee (one free in 12-month period)	\$ 61.16	57.00	\$ 61	6.56%
Licenses				
Bingo License (12 month period)	Standard	\$20	\$20	
Business License Fees:				
* Initial License <i>**Waive Business License Fee for 1st Time Businesses Res#</i>	\$ 98.40	83.00	\$ 98	15.31%
Expedited Business license- 48 hours	\$ 283.84	158.00	\$ 284	44.37%
* Initial License for Home Occupation	\$ 85.41	53.00	\$ 85	37.65%
* Change of Name	\$ 13.96	13.00	\$ 14	7.14%
* Change of Ownership	\$ 203.46	70.00	\$ 203	65.52%
* Change of Business Location	\$ 171.74	93.00	\$ 172	45.93%
* Contractor's Business License Fee		0.04% of building permit valuation	0.04% of building permit valuation	0.00%
* Duplicate License	\$ 9.92	\$10	\$ 10	0.00%
* Flat Rate:				
* Junk dealer, per year	-	\$75	\$ 75	0.00%
* Pawnbroker, per year	-	\$100	\$ 100	0.00%
* Peddler, including food, regular routes with truck,	-	\$75	\$ 75	0.00%
* Peddler, solicitor, transient business, peddling	-	\$20	\$ 20	0.00%

**City of Fort Bragg
2019 Fee Schedule**

* License Renewal (Annually)	\$ 92.82	\$79	\$ 93	15.05%
* License Renewal for Home Occupancy (Annually)	\$ 36.48	\$36	\$ 36	-1.35%
* Non-Profit Business License	\$ 56.25	\$45	\$ 56	19.64%
* Small, one-time jobs (under \$2,000)	20.00	\$20	\$ 20	0.00%
* Vehicle Delivery Business - Operational Rate, per year	-	\$50	\$ 50	0.00%
Tobacco Sellers License Fees:				
* Annual License	\$ 224.14	187.00	\$ 224	16.52%
* Change of Business Location	\$ 39.61	43.00	\$ 40	-7.50%
* Change of Name	\$ 20.19	15.00	\$ 20	25.00%
* Change of Ownership	\$ 64.56	43.00	\$ 65	33.85%
* Duplicate License	\$ 16.80	10.00	\$ 17	41.18%

**City of Fort Bragg
2019 Fee Schedule**



Justification



Increased printing costs
Increased printing costs

Increased printing costs
Increased printing costs



Previously billed \$10/semi-annually

**City of Fort Bragg
2019 Fee Schedule**



Reduced staff rates

Reduced staff rates

Reduced staff rates

AMENDMENTS (MINOR)

	-	-	-	0.25	-	-	-	-	0.25	0.50	-
Non- Personnel Costs											
Copying											
Postage											
Legal Ad for Public Notice											
Change of Ownership											
	CDD						Finance				P
	CD/PW Director	Associate Planner	Asst Planner	AA-CDD	Code Enforce officer	Admin Analyst	Asst Finance Director	Govt Acct I	Finance Tech	Average Finace tech/govt Acc I	PWD
Personnel Costs											
Review Application											
Process Fee/Answer									0.33		
Process Paperwork									0.33		
*Fire Inspection											
	-	-	-	-	-	-	-	-	0.67	-	-
Non- Personnel Costs											
Copying											
Postage											
Legal Ad for Public Notice											
Change of Name											

AMENDMENTS (MINOR)

	CDD						Finance				P
	CD/PW Director	Associate Planner	Asst Planner	AA-CDD	Code Enforce officer	Admin Analyst	Asst Finance Director	Govt Acct I	Finance Tech	Average Finace tech/govt Acc I	PWD
Personnel Costs											
Review Application											
Process Fee/Answer									1/12		
Process Paperwork										0.08	
*Fire Inspection											
	-	-	-	-	-	-	-	-	0.08	0.08	-
Non- Personnel Costs											
Copying											
Postage											
Legal Ad for Public Notice											
Change of Business Location											
	CDD						Finance				P
	CD/PW Director	Associate Planner	Asst Planner	AA-CDD	Code Enforce officer	Admin Analyst	Asst Finance Director	Govt Acct I	Finance Tech	Average Finace tech/govt Acc I	PWD
Personnel Costs											
Review Application			0.25								
Process Fee/Answer										0.30	
Process Paperwork									0.05	0.42	
*Fire Inspection											
	-	-	0.25	-	-	-	-	-	0.05	0.72	-

AMENDMENTS (MINOR)

-	-	-	-	1.00	83.23	Total Personnel Cost
			\$ 0.35	4.00	1.40	
					0.78	
					\$ 85.41	Total Costs
				FY22/23 Proposed Fee	\$ 53.00	
				FY19/20Current Fee Schedule	\$ 58.00	
				Inc/Dec	\$ (5.00)	
Public Works						
Ass.Direct Eng	Operations Manager	Fire Department	Attorney	Total Hours	TOTAL COST	Notes
			-	-	-	
			-	0.33		
				0.33		
		1.00		1.00		
				-		
-	-	1.00	-	1.67	201.28	Total Personnel Cost
			\$ 0.35	4.00	1.40	
					0.78	
					\$ 203.46	Total Costs
				FY22/23 Proposed Fee	\$ 70.00	
				FY19/20Current Fee Schedule	\$ 78.00	
				Inc/Dec	\$ (8.00)	

AMENDMENTS (MINOR)

			\$ 0.35	3.00	1.05 0.78	
					\$ 171.74	Total Costs
				FY22/23 Proposed Fee	\$ 93.00	
				FY19/20 Current Fee Schedule	\$ 92.00	
				Inc/Dec	\$ 1.00	
Public Works						
Ass. Direct Eng	Operations Manager	Fire Department	Attorney	Total Hours	TOTAL COST	Notes
			-	-	-	
			-	0.08	4.39	
				0.08	4.39	
				-	-	
				-	-	
-	-	-	-	0.17	8.79	Total Personnel Cost
			\$ 0.35	1.00	0.35 0.78	
					\$ 9.92	Total Costs
				FY22/23 Proposed Fee	\$ 10.00	
				FY19/20 Current Fee Schedule	\$ 10.00	
				Inc/Dec	\$ -	
Public Works						

AMENDMENTS (MINOR)

			0.74	2.00	1.48	
					\$ 36.48	Total Costs
				FY22/23 Proposed Fee	\$ 60.00	
				FY19/20 Current Fee Schedule	\$ 61.00	
				Inc/Dec	\$ (1.00)	
Public Works						
Ass. Direct Eng	Operations Manager	Fire Department	Attorney	Total Hours	TOTAL COST	Notes
			-	0.25		
			-	0.25		
				0.25		
				-		
				-		
-	-	-	-	0.75	53.37	Total Personnel Cost
			\$ 0.35	4.00	1.40	
			0.74	2.00	1.48	
					\$ 56.25	Total Costs
				FY22/23 Proposed Fee	\$ 45.00	
				FY19/20 Current Fee Schedule	\$ 45.00	
				Inc/Dec	\$ -	

AMENDMENTS (MINOR)

	CDD						Finance				Pt
	CD/PW Director	Associate Planner	Asst Planner	AA-CDD	Code Enforce officer	Admin Analyst	Asst Finance Director	Govt Acct I	Finance Tech	Average Finace tech/govt Acc I	PWD
Personnel Costs											
Review Application									0.25		
Process Fee/Answer									0.25		
Process Paperwork											
*Fire Inspection											
									0.50		
	-	-	-	-	-	-	-	-		-	-
Non- Personnel Costs											
Copying											
Postage											
Legal Ad for Public Notice											
Tobacco Seller- Duplicate License											
	CDD						Finance				Pt
	CD/PW Director	Associate Planner	Asst Planner	AA-CDD	Code Enforce officer	Admin Analyst	Asst Finance Director	Govt Acct I	Finance Tech	Average Finace tech/govt Acc I	PWD
Personnel Costs											
Review Application											
Process Fee/Answer									0.20		
Process Paperwork											
*Fire Inspection											
									0.20		
	-	-	-	-	-	-	-	-		-	-
Non- Personnel Costs											

AMENDMENTS (MINOR)

Copying												
Postage												
Legal Ad for Public Notice												

AMENDMENTS (MINOR)

-	-	-	-	0.25	18.71	Total Personnel Cost
			\$ 0.35	2.00	0.70	
					0.78	
					\$ 20.19	Total Costs
				FY22/23 Proposed Fee	\$ 15.00	
				FY19/20 Current Fee Schedule	\$ 15.00	
				Inc/Dec	\$ -	
Public Works						
Ass. Direct Eng	Operations Manager	Fire Department	Attorney	Total Hours	TOTAL COST	Notes
			-	-		
			-	0.50		
				0.33		
				-		
				-		
-	-	-	-	0.83	62.38	Total Personnel Cost
			\$ 0.35	4.00	1.40	
					0.78	
					\$ 64.56	Total Costs
				FY22/23 Proposed Fee	\$ 43.00	
				FY19/20 Current Fee Schedule	\$ 42.00	
				Inc/Dec	\$ 1.00	

AMENDMENTS (MINOR)

			\$ 0.35	3.00	1.05	
					0.78	
					\$ 16.80	Total Costs
				<i>FY22/23 Proposed Fee</i>	\$ 10.00	
				FY19/20Current Fee Schedule	\$ 10.00	
				Inc/Dec	\$ -	

AMENDMENTS (MINOR)

UB- Final Notice Penalty											
	<i>CDD</i>		<i>Finance</i>				<i>Public Works</i>				
	CD/PW Director	Associate Planner	Asst Finance Director	Govt Acct I	Finance Tech	Average Finance tech/govt Acc I	Operations Manager	Lead Maint Worker	Maint Worker III	Maint Worker II	Maint Worker I
<u>Personnel Costs</u>											
Printing/Mailing					0.75						
Reviwing List & Turning off Water										0.50	
	-	-	-	-	0.75	-	-	-	-	0.50	-
<u>Non- Personnel Costs</u>											
Copy											
Postage											
Text/Email											

AMENDMENTS (MINOR)

Police Department					
Water Lead	Chief of Police	Police CSO	Total Hours	TOTAL COST	Notes
			0.13	7.03	
			-	-	
			-	-	
			-	-	
-	-	-	0.13	7.03	Total Personnel Cost
		0.25			
				\$ 7.03	Total Costs
				FY22/23 Proposed Fee	\$ 5.00
				FY19/20 Current Fee Schedule	\$ 5.00
			Inc/Dec	\$	-

AMENDMENTS (MINOR)

UB PROFILE											
	CDD		Finance				Public Works				
	CD/PW Director	Associate Planner	Asst Finance Director	Govt Acct I	Finance Tech	Average Finance tech/govt Acc I	Operations Manager	Lead Maint Worker	Maint Worker III	Maint Worker II	Maint Worker I
<u>Personnel Costs</u>											
Prepare Workorder					0.25						
Download Information from Handheld Computer									0.50		
Report Customer					0.25						
	-	-	-	-	0.50	-	-	-	-	0.50	-
<u>Non- Personnel Costs</u>											
Copy											
Postage											
ROBOCALL SERVICE											

