

CITY OF WEST SACRAMENTO

BOOK OF FEES

Description	Authority	Effective Date
CITYWIDE SERVICE/REIMBURSEMENT FEES	Resolution 17-60	Oct. 18, 2017

Fee Schedule

A. COST RECOVERY FEES

The City provides a combination of public services and specific services. As defined in the Government Finance Officers Association publication, *Financial Policies: Design and Implementation*, a “public” service is one in which a citizen cannot choose to be excluded or one which delivers a benefit to the general public. For example, routine police patrols are a public service (one which provides a public good and which an individual citizen cannot opt out of) whereas police presence at a special event, such as a concert, would be a specific service. The purpose of this fee category is to recover costs pertaining to the services that are of special benefit to easily identified individuals or groups. These fees will not apply to public services. The reimbursement rate formula is based on the total cost of delivering the services, including direct costs such as salaries and benefits, indirect costs such as departmental administration costs, and citywide support costs such as accounting, personnel, data processing, vehicle maintenance, and insurance. All fees are hourly rates. A fee as a means of cost recovery for a special service/reimbursement is calculated as follows.

Hourly salary and benefit rate (at step E), plus maintenance and operations expense calculated as 25% of the hourly salary and benefit rate, plus indirect costs calculated as 20% of the hourly salary and benefit rate.

Example: \$50.00 – hourly and benefit rate
 +12.50 – 25% of hourly and benefit rate
 +10.00 – 20% of hourly and benefit rate
 \$72.50 – service fee

B WORK ORDER BILLING

The purpose of these fees is to recover costs related to providing complete engineering, development services, economic development and other community development and public works services related to consultation, studies, designs, investigations, planning, economic development activities, and capital improvement projects.

These fees were approved and were located in different schedules. All the fees related to the above categories will now be reported in this fee schedule as part of a reorganization of the Book of Fees and are hourly rates.

1. Building Official’s Schedule of Hourly Rates (Community Development)

Building Official/Deputy Building Official	\$160
Clerical Support	\$ 50
Client Liaison	\$160
Code Enforcement Officer	\$ 80
Fire Plans Examiner	\$125

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B. (continued)

Inspection II	\$ 85
Inspector I/Permit Manager	\$ 75
Permit Technician	\$ 55
Plan Review Engineer	\$100
Plans Examiner	\$ 80
QA/QC	\$160
Senior Inspector	\$ 95
Senior Plan Review Engineer	\$115
Senior Plans Examiner	\$ 95
Supervising Inspector	\$110
Supervising Plan Review Engineer	\$125

2. Fees for Planning & Development Services

City Planner	\$155
Senior Analyst	\$141
Project Manager	\$135
Senior Planner	\$125
Associate Planner	\$105
Assistant Planner	\$ 90
Junior Planner	\$ 85

3. Finance Service Fees

Public Finance Manager	\$130
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4. Engineering and Construction Service Fees (Public Works)

Principal Engineer/Engineering Services Manager	\$178
Supervising Engineer	\$171
Senior Engineer	\$162
Associate Engineer	\$152
Construction Manager	\$160
Drafting Manager	\$148
Assistant Engineer	\$124
Inspector/Engineering Assistant	\$133
GIS Specialist	\$115
Engineering Technician/Drafter	\$109
Junior Engineer	\$107
Construction Specialist	\$95

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B. Continued

5. Reimbursement Agreement Fees for Affordable Housing Agreements

City Attorney	\$275
Program Manager	\$104
Administrative Analyst	\$ 90
Other HCI services	\$ 85

6. Development Agreement Services

City Attorney	\$275
Economic Development and Housing Manager	\$155
Senior Program Manager	\$125

7. Risk Management Fees

Financial Specialist	\$95
Senior Maintenance Worker	\$82
Superintendent	\$148
Operations Manager	\$178
Inspector/Traffic	\$133
Chief	\$92

HISTORY:

AUTHORITY	DATE	ACTION
Res.13-2	3/20/13	Adopt schedule
Res. 17-60	10/18/17	Update fees