



# Board Agenda Item 16

DATE: June 20, 2017

TO: Board of Supervisors

SUBMITTED BY: Steven E. White, Director  
Department of Public Works and Planning

SUBJECT: Amendment to Master Schedule of Fees - Public Works and Planning

RECOMMENDED ACTION(S):

1. **Conduct first hearing to amend the County of Fresno Master Schedule of Fees, Charges, and Recovered Costs Ordinance by amending Sections 1000 - Computer Services (EMIS); 1500 - Parks and Recreation; and 2200 - Public Works; waive the reading of the Ordinance in its entirety and set the second hearing for July 11, 2017;**
2. **Designate County Counsel to prepare a fair and adequate summary of the proposed ordinance;**
3. **Direct the Clerk to the Board to post and publish the required summary in accordance with Government Code Section 25124(b)(1).**

Approval of the recommended actions would revise existing fees in the Master Schedule of Fees, Charges, and Recovered Costs (MSF) (Sections 1000, 1500, and 2200) based on actual Public Works and Planning costs. The fees are used for reimbursement of staff costs for projects requested by County departments and outside public agencies.

ALTERNATIVE ACTION(S):

Your Board may direct staff to use current fees or propose alternative fees which may not recover 100% of costs

FISCAL IMPACT:

There is no increase in Net County Cost with the recommended actions. It is anticipated that with the amendment of these fees, Public Works and Planning will ensure 100% cost recovery for salaries, benefits, and indirect costs.

DISCUSSION:

MSF Subsection 1001 under Section 1000 (Computer Services-EMIS), sets forth the hourly rate used for requests from outside of the County for computer related services (parcel checks, map checks, etc). The proposed increase in the hourly rate is due to salary and benefit increases. The current and proposed fee rates are shown in Exhibit A.

The attached Exhibit B shows the current fees and proposed fee changes to Subsection 1509 - Parks Staff under Section 1500 (Parks and Recreation). These hourly rates are used to charge outside public agencies

(e.g. San Joaquin River Conservancy) upon request and for estimating work for County Departments for grant funded projects.

Subsections 2207, 2208, and 2209 under Section 2200 (Public Works) specify the fees (hourly rates) applied to projects requested by outside agencies (e.g. Zoo Authority), projects using tax-exempt bonds, and other special County Department projects with grant funding. The current fees (rates) and proposed changes to such hourly rates are presented in Exhibit C. Changes in some of the rates stem from changes to staffing composition within each classification. Changes are due to increased salary and benefits, promotions, and step increases.

The proposed fees ensure proper cost recovery for salary and benefits and indirect costs. The proposed fees have been reviewed and recommended to be updated in the MSF by the Auditor-Controller/Treasurer-Tax Collector to ensure 100% cost recovery. These fees were last updated in FY 2016-17.

The proposed fee (rate) changes will take effect 30 days after the second reading if adopted by your Board.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Exhibits A - C  
Ordinance

CAO ANALYST:

John Hays