

PART A
COUNTY OF MENDOCINO
FEE SCHEDULE
FEE JUSTIFICATION CHART

Department/Fee Description	Budget Unit	Anticipated Annual Units of Service	Current Fee	Proposed Fee	Percent Change	Total Annual Increase / Decrease	Government Code Justification (if applicable)	Approved by Auditor (Yes) (No)
Department Name:		HHSA-Environmental Health						
Division:		Environmental Health						
Fee Section (Yellow highlighted in Master Fee Schedule):		Land Use						
Additional Description:		Domestic Water Fees, Liquid Waste Fees, & Land Use Fees						
1 Use Permit Renewal	4011	2	\$40.00	\$253.49	533.7%	\$426.97	Gov code 65100, 65300; H&S 101	
2 Use Permit Modification Application Review	4011	1	\$125.00	\$278.25	122.6%	\$153.25	Gov code 65100, 65300; H&S 101	
3 Administrative Permit Application Review	4011	25	\$69.00	\$92.97	34.7%	\$599.19	Gov code 65100, 65300; H&S 101	
4 Pre-Application Conference	4011	25	\$79.00	\$224.19	183.8%	\$3,629.68	Gov code 65100, 65300; H&S 101	
5								
6								
7								
8								
9								
10								
11								
Total						4,809.10		

Additional Explanation of Fee request modification (If needed):

Contact the Auditor's Office for Current Salary Figures if Needed

Salary & Benefit Calculation for Employees	Budget Unit	Hourly Rate	Annual Salary	Fringe Benefits	Services & Supplies*	A-87 Indirect Costs	Total Weighted Rate	Weighted Hourly Rate @ 1,800/yr.
DIRECTOR ENVIRONMENTAL HEALTH	4011	\$41.96	\$87,276.80	\$53,938.66	\$49,665.63	\$15,742.92	\$206,624.01	\$114.79
ENVIRONMENTAL HEALTH MANAGER	4011	\$36.21	\$75,316.80	\$46,547.16	\$42,859.69	\$13,585.58	\$178,309.23	\$99.06
SR ENVIRONMENTAL HEALTH SPECIALIST	4011	\$32.83	\$68,286.40	\$42,202.25	\$38,858.98	\$12,317.45	\$161,665.07	\$89.81
ENVIRONMENTAL HEALTH SPECIALIST II	4011	\$31.28	\$65,062.40	\$40,209.76	\$37,024.33	\$11,735.90	\$154,032.39	\$85.57
ENVIRONMENTAL HEALTH SPECIALIST I	4011	\$28.37	\$59,009.60	\$36,469.01	\$33,579.93	\$10,644.10	\$139,702.65	\$77.61
OPERATIONS SPECIALIST	4011	\$31.85	\$66,248.00	\$40,942.48	\$37,699.01	\$11,949.76	\$156,839.24	\$87.13
STAFF ASSISTANT III	4011	\$19.79	\$41,163.20	\$25,439.61	\$23,424.28	\$7,424.98	\$97,452.08	\$54.14
ENVIRONMENTAL HEALTH TECHNICIAN	4011	\$23.37	\$48,609.60	\$30,041.62	\$27,661.72	\$8,768.16	\$115,081.10	\$63.93
SECRETARY	4011	\$23.93	\$49,774.40	\$30,761.49	\$28,324.56	\$8,978.27	\$117,838.72	\$65.47
0	4011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0	4011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0	4011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0	4011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0	4011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0	4011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0	4011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0	4011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Employee Name	Service Description	HRS	COST
DIRECTOR ENVIRONMENTAL HEALTH	Collaborates with EH managers and staff to provide program oversight and policy interpretation. Meets with a variety of individuals, both internally and within the community to provide	2.03	\$232.45
ENVIRONMENTAL HEALTH MANAGER	Provides guidance and direction to staff as necessary, with policy interpretation and program oversight as required. Assist property owners in gaining compliance. Coordinates with Site Evaluators and contractors on a site by site basis. Attends	42.38	\$4,197.70
SR ENVIRONMENTAL HEALTH SPECIALIST	See EHS II	0.00	\$0.00
ENVIRONMENTAL HEALTH SPECIALIST II	Reviews applications for compliance with County and State code regarding water wells and on-site waste requirements. May conduct pre-site inspection to verify setbacks. Confers with contractors, drillers, and property owners and schedules inspections. Conducts field inspection(s) to assure compliance	37.25	\$3,187.61
ENVIRONMENTAL HEALTH SPECIALIST I	See EHS II	0.00	\$0.00
OPERATIONS SPECIALIST	Enter job duties here.	0.00	\$0.00
STAFF ASSISTANT III	Coordinates and schedules inspections, photocopies materials and prepares permits. Prepares, reviews, and maintains forms and files. Intake of all review and permit fees, processing of all	20.25	\$1,096.34
ENVIRONMENTAL HEALTH TECHNICIAN	Enter job duties here.	0.00	\$0.00

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SECRETARY	Enter job duties here.	0.00	\$0.00	
0		0.00	\$0.00	
0		0.00	\$0.00	
0		0.00	\$0.00	
0		0.00	\$0.00	
0		0.00	\$0.00	
0		0.00	\$0.00	
0		0.00	\$0.00	
0		0.00	\$0.00	
0		0.00	\$0.00	
#REF!				
<p>AUDITOR'S COMMENTS: I have reviewed the proposed fees and find they do not exceed the cost of the service provided</p> <p>RECOMMENDED FOR APPROVAL: <u>Edward Cull</u> <u>10/8/19</u></p> <p>Auditor Date</p>				
EXECUTIVE OFFICE COMMENTS:				
<p>RECOMMENDED FOR APPROVAL: <u>Darcie Antle</u> <u>10.8.19</u></p> <p>Chief Executive Officer, or Designee Date</p>				

DEPARTMENT: HHSA-Environmental Health

Budget Unit Number: 4011

Enter Information in green colored cells.

Pink cells are formula driven.

FIGURE A - EMPLOYEE INVOLVEMENT WITH FEE

[illegible]

FIGURE B - DEPARTMENTAL PERCENTAGE OF TOTAL SALARIES (per original budget)

Budget Unit Number	Approved Budget Totals from Budget Book	Percentage of Totalled Salaries	Cost Allocation Amount for Budget Unit from Auditor
4011			229,153

Obtain this amount from Auditor's Office Cost Allocation Plan (A-87) for this budget unit.

Salaries per line item

861011-Regular Employees	1,205,414	
861012-Extra Help	41,519	
861013-Overtime Reg Emp	23,463	
Total Budgeted Salaries	1,270,396	18.04%

A-87

Divides Cost Allocation by Total Salaries

Benefits per line item

861021	371,845	
861022	71,944	
861023	17,970	
861024	93,602	
861030	164,802	
861031	2,204	
861035	62,761	

Benefits as a percentage of salaries

Divides Total Benefits by Total Salaries

Services and Supplies

Services and supplies	862060	6,100	
	862101	17,329	
	862120	3,000	
	862150	2,950	
	862170	30,750	
	862185	950	
	862187	30,000	
	862189	137,169	
	862190	1,500	
	862210	-	
	862220	4,000	