

**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

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!

AUDITOR'S COMMENTS: I have reviewed the proposed fees and find they do not exceed the cost of the service provided

RECOMMENDED FOR APPROVAL
Edward Call *10/8/19*
 Auditor Date

EXECUTIVE OFFICE COMMENTS:

RECOMMENDED FOR APPROVAL
Daniel Antle *10.8.19*
 Chief Executive Officer, or Designee Date

HHS-Environmental Health - Land Use

DEPARTMENT: HHS-Environmental Health

Budget Unit Number: 4011

Enter Information in green colored cells.

Pink cells are formula driven.

FIGURE A - EMPLOYEE INVOLVEMENT WITH FEE

Position Title	Hourly Benefit	Annual Salary	Benefits	Services & Supplies	A-87	Weighted Hourly
DIRECTOR ENVIRONMENTAL HEALTH	41.96	87,277	53,939	49,666	15,743	114.79
ENVIRONMENTAL HEALTH MANAGER	36.21	75,317	46,547	42,860	13,586	99.06
SR ENVIRONMENTAL HEALTH SPECIALI	32.83	68,286	42,202	38,859	12,317	89.81
ENVIRONMENTAL HEALTH SPECIALIST	31.28	65,062	40,210	37,024	11,736	85.57
ENVIRONMENTAL HEALTH SPECIALIST	28.37	59,010	36,469	33,580	10,644	77.61
OPERATIONS SPECIALIST	31.85	66,248	40,942	37,699	11,950	87.13
STAFF ASSISTANT III	19.79	41,163	25,440	23,424	7,425	54.14
ENVIRONMENTAL HEALTH TECHNICIAN	23.37	48,610	30,042	27,662	8,768	63.93
SECRETARY	23.93	49,774	30,761	28,325	8,978	65.47
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	-	-	-	-	-	-
	-	-	-	-	-	-
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	-	-	-	-	-	-
	-	-	-	-	-	-
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	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-

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	
Total Budgeted Benefits	785,128	61.80%
Total Sal & Ben to verify	2,055,524	

Benefits as a percentage of salaries
Divides Total Benefits by Total Salaries

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	