

County of Ventura

County Executive Office



AMENDMENT #1

**Fiscal Year 2024-25
County Services Rates & Fees**

October 8, 2024



COUNTY of VENTURA

COUNTY EXECUTIVE OFFICE
SEVET JOHNSON, PsyD
County Executive Officer

Mike Pettit
Assistant County Executive Officer

Scott Powers
County Chief Financial Officer

Danielle Keys
County Human Resources Director
Labor Relations

October 8, 2024

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

SUBJECT: Public Hearing Regarding Adoption of Resolutions Establishing and Amending Service Rates and Fees for Various Services of the County for Fiscal Year 2024-25

RECOMMENDATION:

Approve and adopt resolutions (Exhibits 1 and 9) establishing and amending service rates and fees for various services of the County (Exhibits 2,3,5,7 and 10) for Fiscal Year (FY) 2024-25 with such rates and fees to be effective on the dates listed within this letter and/or the respective resolutions and schedules.

FISCAL/MANDATES IMPACT:

Although state law does not mandate that a county establish and impose service rates and fees, state law does set limits on certain types of fees if a county does decide to charge service rates and fees to help pay for such services. The amount of revenue collected from many service rates and fees is dependent on the volume of services demanded by the public.

DISCUSSION:

On May 21, 2024, your Board approved FY 2024-25 service rates and fees for the various services of the County based on the Board's policy of full cost recovery. Since that time, circumstances have changed that now require establishing and amending service rates and fees for the Agricultural Commissioner's Office (AGR), Health Care Agency's Public Health Department (PHD), Information Technology Services Department (ITSD), Public Works Agency (PWA), and the Resource Management Agency (RMA) Code Compliance, Environmental Health, and Planning Divisions effective on the dates listed within this letter

and/or the respective resolutions and schedules. The May 21, 2024, Board letter organized the various fees up for approval as 19 distinct “Attachments,” and within each “Attachment” included schedules of fees and individual resolutions for approval. For clarity, today’s requested action would amend by resolution multiple fee schedules within Attachment 1 related to “County, Fire Protection District and Watershed Protection District Rates and Fees for Various Services,” and Attachment 18 related to “Information Technology Services Rates and Fees.”

AGRICULTURAL COMMISSIONER

AGR seeks to amend its rates to include the newly established Agricultural/Weight & Measures Inspector job classification series approved by your Board on July 23, 2024.

Additionally, as a result of your Board’s approval on September 10, 2024, to transfer the administration of the Land Conservation Act (LCA) program from RMA to AGR, the department seeks to include the Environmental Resource Analyst I classification, and the LCA Contract Deposit fees previously charged by RMA Planning Division. RMA Planning Division also intends to remove the deposit fees from its fee schedule in today’s letter.

The County Industrial Hemp and Direct Marketing Certificate – Certified Producer rates are amended to adjust for updated rate calculations.

The amended rates are as shown below and in Exhibit 2. Exhibit 2 amends the fee schedule from the May 21, 2024, Board letter identified therein as Attachment 1, Schedule A entitled “Schedule of FY 2024-25 Service Rates & Fees for Various County Agencies, Departments, and Special Districts.” Note that Exhibit 2 herein is only a partial fee schedule intended simply to show the portions being proposed for amendment.

AGRICULTURE / WEIGHTS & MEASURES	2023-24 Adopted	2024-25 Adopted	2024-25 Amended	Effective
Agricultural/Weight & Measures Inspector I	N/A	N/A	86.99	10/8/24
Agricultural/Weight & Measures Inspector II	N/A	N/A	100.74	10/8/24
Agricultural/Weight & Measures Inspector III	N/A	N/A	113.47	10/8/24
Supervising Agricultural/Weight & Measures Inspector	N/A	N/A	122.40	10/8/24
Environmental Resource Analyst I	N/A	N/A	102.48	10/8/24
County Industrial Hemp implement, administer, and enforce – rate per hour	115.96	117.29	115.26	10/8/24
DIRECT MARKETING CERTIFICATES:				
Direct Marketing Certificate – Certified Producer	80.00	85.00	84.00	10/8/24
LAND CONSERVATION ACT (LCA) CONTRACT DEPOSIT:				
Application for LCA Contract	N/A	N/A	1,000.00	10/8/24
Tentative Cancellation, Special Area Contract, or Solar Use	N/A	N/A	1,500.00	10/8/24

Easement Contract				
Non-Renewal Notice for Entire Contract and other LCA related research and other LCA services not listed	N/A	N/A	750.00	10/8/24
<p>LCA Contract Deposit means a lump sum cash deposit, based on historical permit application data, which is billed against by the County based on actual County staff time expended, with no billing limit. County billings against the deposit are based upon the work hours expended multiplied by the current Service Hourly Rate established by the Board of Supervisors. If final County costs do not exceed the deposit amount, the unused portion of the deposit shall be refunded to the applicant. If final County costs exceed the deposit amount, the applicant shall be billed for the balance due pursuant to the fee reimbursement agreement accompanying said deposit.</p>				

HEALTH CARE AGENCY

Public Health Department

PHD seeks to establish and amend some of the service rates and fees for medical and clinic services, vaccines, and vaccine administration which are charged by the clinics, as listed below and in Exhibit 2.

	2023-24 Adopted	2024-25 Adopted	2024-25 Amended	Effective
HCA - CHILDREN'S MEDICAL SERVICES				
<u>Occupational Therapy (OT) Services For Medical Therapy Program (MTP):</u>				
Telehealth Transmission, per minute	0.24	0.24	N/A	7/1/24
Public Health Telehealth Facility Fee	25.00	25.00	N/A	7/1/24
HCA - PUBLIC HEALTH DEPARTMENT				
<u>PUBLIC HEALTH CLINIC SERVICES</u>				
Blood Glucose Testing POC	N/A	N/A	49.00	7/1/24
Patient education, not otherwise classified, nonphysician provider, individual, per session	N/A	N/A	61.00	7/1/24
<u>COST OF VACCINE</u>				
~~Vaccine for Children (VFC) and Vaccine for Adult (VFA) and State Eligible Vaccines are Free~~				
Flu Vaccine 3 years & older – Fluzone	N/A	N/A	28.00	7/1/24
Public Health Flucelvax (cclIV3) 6 months & older - Yes	N/A	N/A	36.00	9/1/24
Rabies – Pre exposure (imovax)	379.00	379.00	417.00	8/1/24
<u>VACCINE ADMINISTRATION FEE</u>				
Public Health Admin Only – Yes, CHDP	N/A	N/A	59.00	9/1/24
Public Health Admin Only – Yes, State	N/A	N/A	59.00	9/1/24
<u>CLINICAL SERVICES</u>				
Head Lice Screening and Treatment – Public Health	N/A	N/A	72.00	7/1/24
Prev med indiv counseling, 15 min	N/A	N/A	75.00	7/1/24

Prev med indiv counseling, 30 min	N/A	N/A	123.00	7/1/24
Prev med indiv counseling, 45 min	N/A	N/A	172.00	7/1/24
Prev med indiv counseling, 60 min	N/A	N/A	220.00	7/1/24

On an ongoing basis, PHD must establish charges for all services, laboratory tests and procedures performed. Thus, updated charges established after your Board’s approval of the Schedule of 2024-25 Service Rates and Fees are being presented at this time.

INFORMATION TECHNOLOGY SERVICES DEPARTMENT

The ITSD rate schedule is amended as shown below and in Exhibit 10 to correct the unit of measure for VMware Servers, from “per server” to “per GB”, effective October 8, 2024. Exhibit 10 amends the fee schedule from the May 21, 2024, Board letter identified therein as Attachment 18, Schedule A entitled “Telecommunication Equipment and Services Rate and Fee Schedule.”

Adopted

Service	Unit of Measure	2023-24 Adopted	2024-25 Adopted
VMware Servers	Per Server	N/A	17.71

Amended

Service	Unit of Measure	2023-24 Adopted	2024-25 Adopted
VMware Servers	Per GB	N/A	17.71

PUBLIC WORKS AGENCY

PWA seeks to amend its rates to include the newly established Public Works Agency Manager job classification series, the amended Engineering Manager job titles and salary ranges, and the amended salary ranges for both the Engineer job classification series and the Deputy Director Public Works Agency classification, approved by your Board on July 23, 2024. The amended rates are effective August 4, 2024, and as listed in Exhibit 2.

As was presented to your Board, the Public Works Agency Manager series allows those individuals who possess valuable institutional knowledge and leadership capabilities yet lack the relevant education and/or licensure to qualify for Engineering Manager, to lead sections or divisions within PWA, while the retitled Engineering Manager series is reserved for those who possess a professional engineering license or engineering degree. The amended salary ranges for the Engineer classification series are intended to bring the top of the salary ranges within a competitive range to attract the best

candidates, and the salary range for the Deputy Director Public Works Agency classification was increased to address salary compaction issues.

RESOURCE MANAGEMENT AGENCY

Code Compliance Division

The Code Compliance Fee Schedule is updated as shown below and in Exhibit 5 to include fees for the Sidewalk Vending Ordinance approved by your Board on July 23, 2024. The vending permit fee is based on one hour of staff time for a Code Compliance Officer. The equipment retrieval fee is based on actual staff costs and any contracted vendor costs for hauling the equipment. Exhibit 5 amends the fee schedule from the May 21, 2024, Board letter identified therein as Attachment 1, Schedule C entitled "RMA Code Compliance Fee Schedule."

SIDEWALK VENDING		
Vending Permit Fee	\$190	Nonrefundable
Equipment Retrieval Fee	--	Staff time and vendor hauling costs per contract provider fee schedule

Environmental Health Division

The Land Use Fee Schedule for Fiscal Year 2024-2025 is amended as shown below and in Exhibit 7 to correct a typographical error in the number of hours used in calculating the fee for review of subdivision projects of four or more lots for subdivisions connecting to public sewer and public water, and as correctly listed for subdivisions utilizing septic systems and private water wells. Exhibit 7 amends the fee schedule from the May 21, 2024, Board letter identified therein as Attachment 1, Schedule F entitled "RMA Environmental Health Division Land Use Permit Fees."

Adopted

12.	Review of Subdivision Projects (Parcel Maps, Tract Maps, Large Lot Subdivision)	
a.	Subdivisions connecting to public sewer and public water	
	➤ 4+ - Lot Subdivision The contract hourly rate for an Environmental Health Specialist IV position x 0.05 HOURS, for each lot in excess of 3 lots	\$755+

Amended

12.	Review of Subdivision Projects (Parcel Maps, Tract Maps, Large Lot Subdivision)	
b.	Subdivisions connecting to public sewer and public water	

	➤ 4+ - Lot Subdivision The contract hourly rate for an Environmental Health Specialist IV position x 0.5 HOURS, for each lot in excess of 3 lots	\$755+
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Planning Division

The Planning Division Fee Schedule is amended as shown in Exhibit 3 to remove the LCA Contract deposit fees resulting from the transfer of the administration of the LCA program from RMA to AGR, as previously outlined in today's board letter. Exhibit 3 amends the fee schedule from the May 21, 2024, Board letter identified therein as Attachment 1, Schedule B entitled "Planning Division Fee Schedule."

Pursuant to Government Code section 66017(a), the amended Code Compliance, Land Use, and Planning Division Fee Schedules are effective on the 60th day after the date of adoption of the resolution (Exhibit 1).

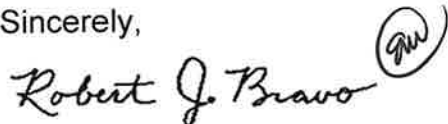
STRATEGIC PLAN PRIORITY:

The budget adjustments presented in this Board letter support the Fiscal Responsibility and Economic Vitality strategic priority of the County Strategic Plan with meeting the goal of maintaining a transparent and balanced budget, while funding essential services.

In accordance with state law, the Office of the Clerk of the Board has issued a public notice for the public hearing on establishing and amending service rates and fees for the County Board of Supervisors. Documentation justifying these changes is available to the public upon request from the respective departments, agencies or the County Executive Office. This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office and County Counsel.

If you have any questions, please contact me at (805) 662-6868.

Sincerely,



Robert Bravo
Deputy Executive Officer



Sevet Johnson, PsyD
County Executive Officer

- Exhibit 1 - Joint Resolution Establishing and Amending County, Fire Protection District and Watershed Protection District Rates and Fees for Various Services
- Exhibit 2 - Partial Fee Schedule Reflecting Proposed Changes
- Exhibit 3 - Planning Division Fee Schedule – Final
- Exhibit 4 - Planning Division Fee Schedule – Legislative
- Exhibit 5 - RMA Code Compliance Fee Schedule – Final
- Exhibit 6 - RMA Code Compliance Fee Schedule – Legislative
- Exhibit 7 - RMA Environmental Health Division Land Use Permit Fees – Final
- Exhibit 8 - RMA Environmental Health Division Land Use Permit Fees – Legislative
- Exhibit 9 - Resolution Establishing Information Technology Services Rates and Fees
- Exhibit 10 - Telecommunication Equipment and Service Rate and Fee Schedule - Final
- Exhibit 11 - Telecommunication Equipment and Service Rate and Fee Schedule - Legislative

RESOLUTION NO. 24-137

**JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF VENTURA,
THE BOARD OF DIRECTORS OF THE VENTURA COUNTY FIRE PROTECTION DISTRICT
AND THE BOARD OF SUPERVISORS OF THE VENTURA COUNTY WATERSHED
PROTECTION DISTRICT ESTABLISHING AND AMENDING RATES AND FEES FOR
VARIOUS SERVICES**

WHEREAS, the Board of Supervisors of the County of Ventura (County), the Board of Supervisors of the Ventura County Watershed Protection District (Watershed Protection District) and the Board of Directors of the Ventura County Fire Protection District (Fire Protection District) (the latter two collectively Districts) may, by resolution, establish and amend service rates and fees within their respective authority; and

WHEREAS, the Board of Supervisors of the County and Watershed Protection District (formerly Flood Control District) and the Board of Directors of the Fire Protection District, by resolution dated December 19, 1995, entitled "A Joint Resolution Establishing Rates and Fees for Various County and District Agencies and Departments" (1995 Resolution), established rates and fees for various County services and departments and the Districts; and

WHEREAS, the rates and fees established by the 1995 Resolution have been amended from time to time by subsequent resolutions, and was last amended on May 21, 2024, for fiscal year 2024-25; and

WHEREAS, the rates and fees may be amended by subsequent resolutions; and

WHEREAS, the proposed rates and fees as set forth herein are consistent with state law and the policy of the Board of Supervisors of full cost recovery whenever feasible with exceptions noted; and

WHEREAS, the proposed rates and fees are reasonably related to the burden imposed on the various County programs and the corresponding County benefits received by the service rate payer;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County and Watershed Protection District and the Board of Directors of the Fire Protection District that:

1. The service rates and fees established by the 1995 Resolution, which have been subsequently amended from time to time, are hereby amended, including the addition of new fees, as set forth in this resolution and Exhibits 2, 3, 5 and 7, which are attached hereto and incorporated herein by reference.
2. The County and District rates and fees are consistent with state law. The rates and fees charged do not exceed the estimated reasonable costs of the regulatory activity they support, and those costs are apportioned to individual payers in a manner that bears a fair or reasonable relationship to the payers' burdens on or benefits from the regulatory activity. The documentation and analysis supporting the amount of the rates and fees are on file with the County agencies and Districts involved in the calculations and are incorporated herein by reference.

3. The service rates and fees in the attached schedules are hereby amended or established and shall be effective as follows:
 - a. October 8, 2024, for Agricultural Commissioner, as set forth in Exhibit 2; and
 - b. July 1, 2024, August 1, 2024, and September 1, 2024, for Health Care Agency-Public Health Department, as set forth in Exhibit 2; and
 - c. August 4, 2024, for Public Works Agency, as set forth in Exhibit 2; and
 - d. 60 days from the adoption of this resolution, for the amended Planning Division Fee Schedule for Resource Management Agency-Planning Division, as set forth in Exhibit 3.
 - e. 60 days from the adoption of this resolution, for the amended Code Compliance Fee Schedule for Resource Management Agency-Code Compliance Division, as set forth in Exhibit 5.
 - f. 60 days from the adoption of this resolution, for the amended Land Use Fee Schedule for Resource Management Agency-Environmental Health Division, as set forth in Exhibit 7.

4. To the extent required by law, the foregoing rates and fees are ratified as of the effective dates set forth above.

On motion by Supervisor/Director *Lopez*, seconded by Supervisor/Director *Lalere*, the foregoing resolution was passed and adopted on October 8, 2024.

ATTEST:

Dr. Sevet Johnson, Clerk of the Board of Supervisors of Ventura County, State of California, and Ex-Officio Clerk of the Board of Directors of the Ventura County Fire Protection District and the Board of Supervisors of the Ventura County Watershed Protection District

COUNTY OF VENTURA
 BOARD OF SUPERVISORS
 AND
 VENTURA COUNTY FIRE PROTECTION
 DISTRICT BOARD OF DIRECTORS
 AND
 VENTURA COUNTY WATERSHED
 PROTECTION DISTRICT BOARD OF
 SUPERVISORS

BY: *Lori Key*
 Deputy Clerk of the Board of Supervisors and Deputy Ex-Officio Clerk of the Board of Directors of the Ventura County Fire Protection District and the Board of Supervisors of the Ventura County Watershed Protection District

BY: *Kelly Lopez*
 Chair, Board of Supervisors and Board of Directors



Exhibit 2

Attachment 1, Schedule A -
Partial Fee Schedule Reflecting Proposed Changes

SCHEDULE OF
2024-25 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2023-24 are shown for comparison purposes only.

	2023-24	2024-25	Amended 2024-25	Effective
AGRICULTURE / WEIGHTS & MEASURES				
Accountant I	N/A	67.35		
Agricultural Inspector/Biologist Associate	91.18	86.53		
Agricultural Inspector/Biologist	98.08	98.61		
Agricultural/Weight & Measures Inspector I	N/A	N/A	86.99	10/8/2024
Agricultural/Weight & Measures Inspector II	N/A	N/A	100.74	10/8/2024
Agricultural/Weight & Measures Inspector III	N/A	N/A	113.47	10/8/2024
Supervising Agricultural/Weight & Measures Inspector	N/A	N/A	122.40	10/8/2024
Senior Agricultural Inspector/Biologist	112.71	114.36		
Supervising Agricultural Inspector/Biologist	128.95	129.00		
Deputy Agricultural Commissioner	150.14	160.10		
Insect Detection Specialist I	62.45	60.74		
Insect Detection Specialist II	74.49	75.04		
Office Assistant II	72.40	73.25		
Environmental Resource Analyst I	N/A	N/A	102.48	10/8/2024
Environmental Resource Analyst III	110.77	117.57		
Weights & Measures Inspector I	96.28	92.53		
Weights & Measures Inspector II	106.08	110.53		
Weights & Measures Inspector III	121.10	122.30		
Weights & Measures Technician	88.33	93.25		
Management Assistant III	90.74	90.32		
Supervising W&M Inspector	117.87	118.22		
Celery Permit Fee for the Control of the Western Celery Mosaic Virus				
Per Acre in Open Fields	2.50	2.50		
Per 1,000 Plants in Greenhouse	0.01	0.01		
COMPLIANCE CERTIFICATION*: Cut Flowers, Nursery Stock, Fumigation, Container inspection, Health Treatment certificate - Per certificate	40.00	42.00		
County Industrial Hemp implement, administer and enforce – weighted rate per hour	115.96	117.29	115.26	10/8/2024
EXPORT (PHYTOSANITARY) CERTIFICATES:				
Export (Phytosanitary) Certificate - Minimum rate onsite inspection	80.00	85.00		
Includes one certificate for lots from 1 to 1,200 packages, or two certificates for lots of less than 10 packages each.				
For lots less than 10 packages - applies after the first certificate is issued at the minimum rate onsite.	40.00	42.00		
For lots from 10 to 1,200 packages	80.00	85.00		
An additional fee of \$40 applies after the first 1,200 packages for every additional 1,200 or portion thereof on federal certificates.				
1-10 packages brought to our office	40.00	42.00		
*No charge will be made for Phytosanitary Certificates or Quarantine Compliance Certificates issued to non-businesses when the products are brought to the office for certification and substantial staff time is not required for the inspection				
FIELD INSPECTION - SEED CROPS:				
First inspection Seed Crops - per hour at a rate of	80.00	85.00		
PEST CONTROL REGISTRATION:				
Pest Control Operator	75.00	75.00		
Maintenance Gardener	25.00	25.00		
Pest Control Advisor	10.00	10.00		
Pest Control Advisor (shows proof of registration from another county)	5.00	5.00		
Structural Pest Control Operator				
Branch 1	25.00	25.00		
Branch 2	10.00	10.00		
Branch 3	10.00	10.00		
Aircraft Pilots	10.00	10.00		
Aircraft Pilots (if already registered in another county)	5.00	5.00		
Farm Labor Contractor	75.00	75.00		
DIRECT MARKETING CERTIFICATES:				
Certified Producer, rate per hour (additional charge will apply for additional inspection time at actual time and mileage)	80.00	85.00	84.00	10/8/2024
Certified Farmer's Market, 1-15 vendors	300.00	315.00		
Certified Farmer's Market, 16-30 vendors	600.00	630.00		
Certified Farmer's Market, over 30 vendors	900.00	945.00		
ALL SERVICE INSPECTIONS: (subject to change every July 1)				
Senior Agricultural Inspector/Biologist - weighted rate per hour	112.71	114.36		
LAND CONSERVATION ACT (LCA) CONTRACT DEPOSIT:				
Application for LCA Contract	N/A	N/A	1,000.00	10/8/2024
Tentative Cancellation, Special Area Contract, or Solar Use Easement Contract	N/A	N/A	1,500.00	10/8/2024
Non-Renewal Notice for Entire Contract and other LCA related research and other LCA services not listed	N/A	N/A	750.00	10/8/2024
LCA Contract Deposit means a lump sum cash deposit, based on historical permit application data, which is billed against by the County based on actual County staff time expended, with no billing limit. County billings against deposit are based upon the work hours expended multiplied by the current Service Hourly Rate established by Board of Supervisors. If final County costs do not exceed the deposit amount, the unused portion of the deposit be refunded to the applicant. If final County costs exceed the deposit amount, the applicant shall be billed for balance due pursuant to the fee reimbursement agreement accompanying said deposit.				
HEALTH CARE AGENCY (HCA) - CHILDREN'S MEDICAL SERVICES				
Occupational Therapy (OT) Services For Medical Therapy Program (MTP):				
Evaluation Units MTP OT	143.00	149.00		
Evaluation Units MTP OT Additional	44.00	44.00		
Case Conference MTP OT	143.00	149.00		
Case Conference MTP OT Additional	44.00	44.00		
Treatment Units MTP OT	143.00	149.00		
Treatment Units MTP OT Additional	44.00	44.00		
Consultation Units MTP OT	30.00	29.00		
Field Visit MTP OT	57.00	55.00		

SCHEDULE OF
2024-25 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2023-24 are shown for comparison purposes only.

	2023-24	2024-25	Amended 2024-25	Effective
Mileage MTP OT	14.00	14.00		
Evaluation Units MTP OT Telehealth 30min	143.00	149.00		
Evaluation Units MTP OT Additional Telehealth 15min	44.00	44.00		
Case Conference MTP OT Telehealth 30min	143.00	149.00		
Case Conference MTP OT Additional Telehealth 15min	44.00	44.00		
Treatment Units MTP OT Telehealth 30min	143.00	149.00		
Treatment Units MTP OT Additional Telehealth 15min	44.00	44.00		
Consultation Units MTP OT Telehealth 15min	30.00	29.00		
Telehealth Transmission, per minute	0.24	0.24	N/A	7/1/2024
Public Health Telehealth Facility Fee	25.00	25.00	N/A	7/1/2024
HCA - PUBLIC HEALTH DEPARTMENT				
PUBLIC HEALTH CLINIC SERVICES				
Established patient focused exam (nurse visit)	56.00	61.00		
Amniotest/Nitrazine POC (AMB)	36.00	55.00		
Blood Glucose Testing POC	N/A	N/A	49.00	7/1/2024
Creatinine POC	9.00	55.00		
Fluoride Varnish POC	56.00	55.00		
Patient education, not otherwise classified, nonphysician provider, individual, per session	N/A	N/A	61.00	7/1/2024
Rapid HIV Testing POC	72.00	88.00		
Tuberculin skin test (PPD)	57.00	96.00		
Urine pregnancy test	49.00	55.00		
Travel Consult without Vaccine	56.00	55.00		
G8710 Antibiotic or Anti-Malarial Prescription	13.00	13.00		
G8710 Duplicate Certificate of Vaccination	13.00	13.00		
*Fluoride is free				
Note: Clinical Services Not Listed will be Charged at prevailing Medicare or Medi-Cal rate, whichever is lower.				
For services that neither Medicare nor Medi-Cal rate is available, Full Cost + 10% will be charged.				
COST OF VACCINE				
~~Vaccine for Children (VFC) and Vaccine for Adult (VFA) and State Eligible Vaccines are Free~~				
Afluria 36m (single dose syringe) QUAD	21.00	27.00		
Afluria 6m-35m (single dose syringe) QUAD	22.00	23.00		
Afluria 3yrs+ (single dose syringe) QUAD	21.00	27.00		
AMB Afluria QUAD (Multi-Dose Vial)	21.00	26.00		
AMB ADACEL Given	N/A	44.00		
AMB Bexsero Given	N/A	216.00		
AMB BOOSTRIX Given	N/A	44.00		
AMB FLU Given - Flu Vaccine High Dose	N/A	78.00		
AMB FLU Given - Prsrv (High Dose) IM	N/A	78.00		
AMB Flulaval Quadrivalent 3 yrs & older	21.00	26.00		
AMB Fluzone QUAD 6m+ (Single-Dose Syringe)	21.00	23.00		
AMB Fluzone QUAD 36m+ (Multi-Dose Vial)	20.00	27.00		
AMB Hepatitis B Adult vaccine - Engerix-B Adult	48.00	75.00		
AMB FLU Given - Flu vaccine High Dose	61.00	78.00		
AMB FLU Given - Prsrv (High Dose) IM	61.00	78.00		
Amb IMM Given	186.00	186.00		
AMB QUAD Given	269.00	269.00		
AMB TDAP Given	N/A	44.00		
AMB TT Given	46.00	44.00		
AMB HEPA Given-Yes HAVRIX 1440units/mL	69.00	76.00		
AMB TYP Given	160.00	127.00		
AMB HPV4 Gardasil Given	269.00	269.00		
AMB Prevnar 20 Given	250.00	294.00		
AMB Hepatitis A Given (Pediatric)	62.00	62.00		
AMB MMRV Given	62.00	62.00		
AMB ROTA Given	N/A	139.00		
AMB Varicella (chickenpox) Giver	N/A	164.00		
Flublock 18y+ (single dose syringe) QUAD	61.00	78.00		
Flucelvax 4y+ (single dose syringe) QUAD	30.00	39.00		
Flucelvax 4y+ (multi-dose syringe) QUAD	28.00	37.00		
Flulaval 6m+ (single dose syringe) QUAD	21.00	27.00		
FluMist 2y-49y QUAD	27.00	33.00		
Fluzone 6m+ (single dose vial) QUAD	20.00	27.00		
Fluzone 3yrs+ QUAD (single dose vial)	21.00	N/A		
Fluzone High Dose 65y+ (single dose) QUAD	61.00	78.00		
Fluarix 6m+ (single dose syringe) QUAD	18.00	27.00		
Flu Vaccine 3 years & older - Fluzone	N/A	N/A	28.00	7/1/2024
Hepatitis A & B (Twinrix)	98.00	124.00		
Hepatitis A (Adult) Havrix® Adults(Hep A)	69.00	76.00		
Hepatitis B (Adult)	48.00	N/A		
Engerix B (Adult)	N/A	75.00		
Engerix - Hep B adult Given	N/A	75.00		
Human Papillomavirus (Gardasil-9)	269.00	273.00		
Influenza - Preservative Free	16.00	N/A		
Injectable Polio Vaccine (IPV)	36.00	45.00		
Injectable Typhoid VI	160.00	127.00		
Measles, Mumps, Rubella (MMR)	90.00	93.00		
Meningococcal Conjugate (Menactra)	130.00	153.00		
Meningococcal Grp B (Trumenba)	137.00	184.00		
AMB MenQuadfi Given	140.00	316.00		
Pneumococcal - PCV 23	103.00	138.00		
Pneumococcal Vaccine - PCV 13 (Prevnar)	185.00	263.00		
Public Health Flucelvax (cclIV3) 6 months & older - Yes	N/A	N/A	36.00	9/1/2024

SCHEDULE OF
2024-25 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2023-24 are shown for comparison purposes only.

	2023-24	2024-25	Amended 2024-25	Effective
Rabies - Pre exposure (Imovax)	379.00	379.00	417.00	8/1/2024
Rapid HIV Testing POC	72.00	88.00		
Shingles (Shingrix)	171.00	188.00		
TD Only (Tenvirac)	29.00	36.00		
TDAP (Adacel)	46.00	N/A		
Varicella (Varivax)	160.00	N/A		
Note: Any increase in the cost of vaccine will be charged appropriately.				
VACCINE ADMINISTRATION FEE				
Vaccine Administration for initial vaccine	62.00	59.00		
Vaccine Administration for each additional vaccine	29.00	27.00		
Vaccine Administration J&J Covid 19 Vaccine	62.00	59.00		
Vaccine Administration J&J Covid 19 Booster Vaccine	62.00	59.00		
Vaccine Administration Moderna Covid 19 Vaccine	62.00	59.00		
Vaccine Administration Moderna Covid 19 Vaccine 2nd dose	62.00	59.00		
Vaccine Administration Moderna Covid 19 Vaccine 3rd dose	62.00	59.00		
Vaccine Administration Moderna Covid 19 Booster Vaccine	62.00	59.00		
Vaccine Administration Pfizer Covid 19 Vaccine	62.00	59.00		
Vaccine Administration Pfizer Covid 19 Vaccine 2nd dose	62.00	59.00		
Vaccine Administration Pfizer Covid 19 Vaccine 3rd dose	62.00	59.00		
Vaccine Administration Pfizer Covid 19 Booster Vaccine	62.00	59.00		
Vaccine Administration for Pneumococcal, MEDICARE ONLY	62.00	59.00		
Vaccine Administration for Influenza, MEDICARE ONLY	62.00	59.00		
AMB Only Nasal AD - Addl Admin Charge 90474	29.00	27.00		
AMB Only Nasal AD - Initial Admin Charge 90473	62.00	59.00		
AMB Only Admin - Addl Admin 0-18 yrs. 90461	29.00	27.00		
AMB Only Rota Virus Admin - Addl Admin 0-18 yrs. 90461	29.00	27.00		
AMB Xolair Admin - Addl Admin 0-18 yrs. 90461	29.00	27.00		
AMB Only Admin Prevnar - Addl Admin 0-18 yrs. 90461	29.00	27.00		
AMB Only Admin Pfizer Covid 19 (gray top) - Booster (0054A)	62.00	59.00		
AMB Only Admin Pfizer age 5y-11y mRNA vaccine - Booster (0074A)	62.00	59.00		
AMB Only Admin Pfizer Bivalent Booster (12+) - Booster (0124A)	62.00	59.00		
AMB Only Admin Moderna Bivalent Booster (6m-5y) - Booster (0164A)	62.00	59.00		
AMB Only Admin Pfizer Bivalent Booster (6m-4y) - Booster (0173A)	62.00	59.00		
AMB Only Admin Moderna Bivalent Booster (6y-11y) - Booster (0144A)	62.00	59.00		
AMB Only Pfizer Bivalent Booster (5y-11y) - Booster (0154A)	62.00	59.00		
AMB Only Admin Novavax - Booster (0044A)	62.00	59.00		
AMB Only Admin Pfizer age 5y-11y mRNA vaccine - Dose #1 (0071A)	62.00	59.00		
AMB Only Admin Pfizer age 5y-11y mRNA Vaccine - Dose #2 (0072A)	62.00	59.00		
AMB Only Admin Pfizer Covid 19 (gray top) - Dose #3 (0053A)	62.00	59.00		
AMB Only Admin Pfizer Covid 19 (gray top) - Dose #2 (0052A)	62.00	59.00		
AMB Only Admin Pfizer Covid 19 (gray top) - Dose #1 (0051A)	62.00	59.00		
AMB Only Admin Moderna 6m-5y mRNA Vax - Dose #2 (0112A)	62.00	59.00		
AMB Only Admin Moderna 6m-5y mRNA Vax - Dose #1 (0111A)	62.00	59.00		
AMB Only Admin Pfizer age 6m-4y vaccine - Dose #2 (0082A)	62.00	59.00		
AMB Only Admin Pfizer age 6m-4y vaccine - Dose #1 (0081A)	62.00	59.00		
AMB Only Admin Moderna 6y-11y Vax - Dose #2 (0092A)	62.00	59.00		
AMB Only Admin Moderna 6y-11y Vax - Dose#1 (0091A)	62.00	59.00		
AMB Only Admin Pfizer age 6m-4y vaccine - Dose #3 (0083A)	62.00	59.00		
AMB Only Admin Moderna 6m-5y mRNA Vax - Dose #3 (0113A)	62.00	59.00		
AMB Only Admin Moderna 6y-11y Vax - Dose #3 (0093A)	62.00	59.00		
AMB Only Admin Pfizer age 5y-11y mRNA vaccine - Dose #3 (0073A)	62.00	59.00		
AMB Only Admin Novavax - Dose #2 (0042A)	62.00	59.00		
AMB Only Admin Novavax - Dose #1 (0041A)	62.00	59.00		
AMB Only Admin - Intl w/Counsel 0-18 yrs 90460	62.00	59.00		
AMB Only Rota Virus Admin - Intl w/Counsel 0-18 yrs 90460	62.00	59.00		
AMB Only Admin COVID (2023-2024)	N/A	59.00		
Public Health Admin Only - Yes, CHDP	N/A	N/A	59.00	9/1/2024
Public Health Admin Only - Yes, State	N/A	N/A	59.00	9/1/2024
CLINICAL SERVICES				
Audiometric	49.00	55.00		
Consult on X-Ray	119.00	139.00		
Collection/Handling of Specimen - Outside Lab	49.00	55.00		
Collection/Handling of Specimen - Field	49.00	55.00		
Collection Venous Blood Venipuncture - PH	49.00	55.00		
Cryosurgery penis lesion(s) - PH	106.00	123.00		
Cryosurgery anal lesion(s) - PH	106.00	123.00		
Diagnostic anoscopy	N/A	123.00		
Directly Observed Therapy (Office)	91.00	101.00		
Directly Observed Therapy (Home/Field)	85.00	101.00		
H0033 Oral medication administration, direct observation	85.00	101.00		
Head Lice Screening and Treatment - Public Health	N/A	N/A	72.00	7/1/2024
Incision/Drainage of Abscess; Simple	119.00	136.00		
Removal Non-biodegradable Drug Delivery Implant (Nexplanon)	N/A	233.00		
Removal w/Insertion Drug Implant	N/A	331.00		
Simple repair of superficial wounds 2.5 cm or less	86.00	93.00		
Sputum Induction w/ aerosol/vapor	101.00	112.00		
Tuberculin Skin Test (PPD)	57.00	96.00		
Urine Analysis Dip w/o Micro	49.00	55.00		
Urine Pregnancy Test	49.00	55.00		
Vision Test	49.00	55.00		
Exams, including Education & Counseling:				

SCHEDULE OF
2024-25 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2023-24 are shown for comparison purposes only.

	2023-24	2024-25	Amended 2024-25	Effective
Established patient comprehensive	152.00	178.00		
Established patient detailed moderate	119.00	139.00		
Established patient focused exam (nurse visit)	56.00	61.00		
Established patient problem focused	92.00	107.00		
Established patient problem focused exam	65.00	75.00		
New patient complex exam	206.00	243.00		
New patient comprehensive exam	166.00	194.00		
New patient detailed exam	125.00	146.00		
New patient expanded problem focused exam	103.00	120.00		
Established home visit 2/3 low (15 min)	47.00	55.00		
Established home visit 2/3 mod (25 min)	63.00	74.00		
Established home visit 2/3 mod to high (40 min)	88.00	103.00		
Established home visit 2/3 high (60 min)	120.00	141.00		
Prev med indiv counseling, 15 min	N/A	N/A	75.00	7/1/2024
Prev med indiv counseling, 30 min	N/A	N/A	123.00	7/1/2024
Prev med indiv counseling, 45 min	N/A	N/A	172.00	7/1/2024
Prev med indiv counseling, 60 min	N/A	N/A	220.00	7/1/2024
Public Health Online digital E/M for est. pt.; 5-10 minutes	43.00	58.00		
Public Health Online digital E/M for est. pt.; 11-20 minutes	69.00	91.00		
Public Health Online digital E/M for est. pt.; 21 or more minutes	96.00	123.00		
Public Health Qual. Nonphysician health care prof online assessment; 5-10 min	32.00	45.00		
Public Health Qual. Nonphysician health care prof online assessment; 11-20 min	49.00	64.00		
Public Health Qual. Nonphysician health care prof online assessment; 21+ min	65.00	83.00		
Public Health Telephone E/M service by MD or QHCP; 5-10 minutes	43.00	58.00		
Public Health Telephone E/M service by MD or QHCP; 11-20 minutes	69.00	91.00		
Public Health Telephone E/M service by MD or QHCP; 21-30 minutes	96.00	123.00		
Note: Clinical Services Not Listed will be Charged at prevailing Medicare or Medi-Cal rate, whichever is lower.				
For services where neither a Medicare nor Medi-Cal rate is available, Full Cost + 10% will be charged.				
PUBLIC WORKS AGENCY				
DEVELOPMENT SERVICES*				
Engineering Aide	77.11	86.77		
Engineer I	132.80	149.41	164.35	8/4/2024
Engineer II	157.68	177.39	195.13	8/4/2024
Engineer III	172.14	193.68	213.05	8/4/2024
Engineer IV	190.85	214.72	236.20	8/4/2024
Engineering Manager I	205.31	263.68	N/A	8/4/2024
Engineering Manager II	256.86	252.51	N/A	8/4/2024
Engineering Manager III	286.69	315.28	N/A	8/4/2024
Engineering Manager	N/A	N/A	277.76	8/4/2024
Senior Engineering Manager	N/A	N/A	346.81	8/4/2024
PWA Manager I	N/A	N/A	263.68	8/4/2024
PWA Manager II	N/A	N/A	252.51	8/4/2024
Engineering Technician	101.09	113.75		
Engineering Technician I	125.94	138.95		
Engineering Technician II	125.94	152.83		
Engineering Technician IV	126.06	141.76		
Principal Engineer	251.01	282.43		
Public Works Inspector I	109.47	123.17		
Public Works Inspector II	132.56	150.83		
Public Works Inspector III	130.83	147.22		
Retiree - Extra Help	65.44	75.26		
Senior Public Works Inspector	164.06	N/A		
Staff/Services Specialist I	164.06	184.16		
Staff/Services Specialist II	164.06	185.36		
Student Worker I - Extra Help	35.82	43.18		
Student Worker II - Extra Help	35.82	43.18		
Student Worker III - Extra Help	37.62	45.26		
* Rates include costs for Accela Automation upgrade				
ENGINEERING SERVICES				
Administrative Assistant III	100.30	107.97		
Contract Support Specialist I	79.18	72.72		
Contract Support Specialist II	77.88	81.72		
Deputy Director - Public Works Agency	253.42	267.09	284.45	8/4/2024
Director-Engineer Services	289.05	305.38		
Engineering Aide	61.41	65.55		
Engineering Technician I	82.48	97.98		
Engineering Technician II	86.29	87.86		
Engineering Technician III	91.68	97.83		
Engineering Technician IV	99.73	106.43		
Engineer I	105.77	112.87	124.16	8/4/2024
Engineer II	125.58	134.01	147.41	8/4/2024
Engineer III	137.10	146.32	160.95	8/4/2024
Engineer IV	157.06	166.65	183.31	8/4/2024
Engineering Manager I	188.73	179.28	N/A	8/4/2024
Engineering Manager II	198.85	217.74	N/A	8/4/2024
Engineering Manager III	197.99	217.04	N/A	8/4/2024
Engineering Manager	N/A	N/A	239.52	8/4/2024
Senior Engineering Manager	N/A	N/A	238.74	8/4/2024
Management Assistant I	63.57	67.84		
Management Assistant II	71.72	76.55		
Management Assistant III	85.79	93.93		

SCHEDULE OF
2024-25 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2023-24 are shown for comparison purposes only.

	2023-24	2024-25	Amended 2024-25	Effective
Office Assistant I	54.59	58.26		
Office Assistant II	58.87	62.82		
Office Assistant III	72.60	77.40		
Office Assistant IV	68.35	72.94		
Public Works Inspector I	87.19	93.05		
Public Works Inspector II	93.56	99.83		
Public Works Inspector III	120.12	111.21		
Retiree-Extra Help	130.72	130.35		
Senior Public Works Inspector	127.36	133.98		
Staff/Services Specialist I	N/A	121.82		
Staff/Services Specialist II	N/A	134.76		
Student Worker I - Extra Help	26.67	27.87		
Student Worker II - Extra Help	26.67	27.87		
Student Worker III - Extra Help	28.02	29.21		
Supervising Contract Support Specialist	93.82	100.10		
<u>SURVEY</u>				
Engineer IV	218.82	238.62	262.48	8/4/2024
Engineering Aide	88.41	93.86		
Engineering Manager I	271.69	285.22	N/A	8/4/2024
Engineering Manager II	298.30	311.78	N/A	8/4/2024
Engineering Manager III	328.71	345.33	N/A	8/4/2024
Engineering Manager	N/A	N/A	342.96	8/4/2024
Senior Engineering Manager	N/A	N/A	379.86	8/4/2024
PWA Manager I	N/A	N/A	285.22	8/4/2024
PWA Manager II	N/A	N/A	311.78	8/4/2024
PWA Manager III	N/A	N/A	345.33	8/4/2024
Survey Technician I	115.91	123.04		
Survey Technician II	133.01	148.00		
Survey Technician III	131.95	173.97		
Survey Technician IV	143.58	152.40		
Surveyor I	152.26	161.61		
Surveyor II	211.84	202.84		
Surveyor III	231.81	246.12		
Surveyor IV	230.55	232.26		
Retiree - Extra Help	116.38	119.06		
Student Worker I - Extra Help	41.63	44.65		
Student Worker II - Extra Help	41.63	44.65		
Student Worker III - Extra Help	43.73	46.79		
<u>WATERSHED PROTECTION*</u>				
Administrative Assistant I	88.65	98.91		
Administrative Assistant II	117.69	118.90		
Administrative Assistant III	129.31	142.40		
Deputy Director - Public Works Agency	269.74	308.36	328.40	8/4/2024
Director- Watershed Management	318.94	333.63		
Engineering Aide	43.97	49.98		
Engineer I	124.27	125.49	138.04	8/4/2024
Engineer II	133.54	149.00	163.90	8/4/2024
Engineer III	158.63	181.86	200.05	8/4/2024
Engineer IV	190.67	193.53	212.89	8/4/2024
Engineering Manager I	191.99	218.64	N/A	8/4/2024
Engineering Manager II	222.32	250.41	N/A	8/4/2024
Engineering Manager III	236.94	263.48	N/A	8/4/2024
Engineering Manager	N/A	N/A	275.45	8/4/2024
Senior Engineering Manager	N/A	N/A	289.83	8/4/2024
PWA Manager I	N/A	N/A	218.64	8/4/2024
PWA Manager II	N/A	N/A	250.41	8/4/2024
PWA Manager III	N/A	N/A	263.48	8/4/2024
Engineering Technician I	85.63	95.54		
Engineering Technician II	91.74	102.36		
Engineering Technician III	103.43	108.77		
Engineering Technician IV	124.67	140.65		
Environmental Restoration Coordinator	109.60	122.29		
Hydrologist I	107.87	120.36		
Hydrologist II	128.36	143.22		
Hydrologist III	168.60	179.73		
Hydrologist IV	179.28	197.92		
Management Assistant I	67.61	75.43		
Management Assistant II	85.75	91.29		
Management Assistant III	94.79	99.89		
Office Assistant I	60.37	64.77		
Office Assistant II	65.11	69.86		
Office Assistant II - Extra Help	42.15	47.92		
Office Assistant III	70.31	75.43		
Office Assistant III - Extra Help	45.52	51.74		
Office Assistant IV	72.67	81.09		
Planner I	100.66	112.31		
Planner II	106.32	125.70		
Planner III	100.66	140.33		
Planner IV	178.06	201.18		
Public Works Inspector I	110.33	125.56		
Public Works Inspector II	121.61	131.74		
Public Works Inspector III	133.40	142.41		

SCHEDULE OF
2024-25 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2023-24 are shown for comparison purposes only.

	2023-24	2024-25	Amended 2024-25	Effective
Public Works Maintenance Worker Spec	90.87	101.39		
Senior Public Works Inspector	148.09	163.31		
Staff/Services Manager I	144.12	160.81		
Staff/Services Manager II	154.52	172.41		
Staff/Services Manager III	198.87	219.72		
Staff/Services Specialist I	137.88	141.32		
Staff/Services Specialist II	130.71	145.85		
Supervising Contract Support Specialist	97.49	113.33		
Water Resource Specialist I	104.48	120.40		
Water Resource Specialist II	111.16	125.99		
Water Resource Specialist III	133.93	141.87		
Water Resource Specialist IV	158.43	169.21		
Retiree - Extra Help	91.12	99.58		
Student Worker I - Extra Help	31.69	36.30		
Student Worker II - Extra Help	31.69	36.30		
Student Worker III - Extra Help	33.27	38.04		
* Rates include costs for Accela Automation upgrade				
WATERSHED PROTECTION MAINTENANCE				
Contract Support Specialist I	72.62	74.97		
Contract Support Specialist II	79.81	82.39		
Deputy Director - Public Works Agency	267.40	281.67	299.98	8/4/2024
Engineer I	112.73	116.38	128.01	8/4/2024
Engineer II	133.85	138.18	152.00	8/4/2024
Engineer III	172.18	181.27	199.39	8/4/2024
Engineer IV	182.19	190.33	209.36	8/4/2024
Engineering Aide	41.56	44.52		
Engineering Manager I	174.29	179.93	N/A	8/4/2024
Engineering Manager II	190.51	196.67	N/A	8/4/2024
Engineering Manager	N/A	N/A	216.34	8/4/2024
Engineering Technician I	85.82	88.60		
Engineering Technician II	106.49	93.03		
Engineering Technician III	106.54	117.39		
Engineering Technician IV	106.29	120.36		
Environmental Restoration Coordinator	111.89	N/A		
Equipment Operator I	76.22	84.23		
Equipment Operator II	97.01	102.15		
Equipment Operator III	101.25	106.62		
Equipment Operator IV	107.02	111.53		
Maintenance Worker Specialist	98.30	102.57		
Management Assistant I	67.76	69.95		
Management Assistant II	N/A	69.10		
Office Assistant I	58.18	60.07		
Office Assistant II	62.75	64.78		
Office Assistant III	67.76	69.95		
Office Assistant IV	72.84	75.20		
Public Works Maintenance Worker I	60.41	62.37		
Public Works Maintenance Worker II	61.59	64.19		
Public Works Maintenance Worker III	80.09	81.56		
Public Works Maintenance Worker IV	98.28	101.10		
Public Works Superintendent	151.16	169.09		
Retiree - Extra Help	86.13	88.69		
Staff/Services Specialist I	141.97	148.06		
Staff/Services Specialist II	133.18	145.83		
Supervisor - Public Works Maintenance	122.42	126.23		
Student Worker I - Extra Help	29.95	32.33		
Student Worker II - Extra Help	29.95	32.33		
Student Worker III - Extra Help	31.46	33.88		
TRANSPORTATION*				
Administrative Assistant I	100.28	98.23		
Administrative Assistant II	110.35	116.78		
Administrative Assistant III	121.44	107.33		
Administrative Assistant IV	133.51	130.79		
Deputy Director - Public Works Agency	264.46	277.81	295.87	8/4/2024
Director - Transportation	330.17	334.36		
Engineer I	127.23	124.63	137.10	8/4/2024
Engineer II	164.61	151.95	167.15	8/4/2024
Engineer III	178.84	186.28	204.91	8/4/2024
Engineer IV	201.09	211.38	232.52	8/4/2024
Engineering Aide	73.88	72.37		
Engineering Manager I	197.39	188.66	N/A	8/4/2024
Engineering Manager II	238.92	220.91	N/A	8/4/2024
Engineering Manager III	250.75	267.59	N/A	8/4/2024
Engineering Manager	N/A	N/A	242.99	8/4/2024
Senior Engineering Manager	N/A	N/A	294.34	8/4/2024
Engineering Technician I	118.99	112.62		
Engineering Technician II	103.78	121.21		
Engineering Technician III	128.90	121.21		
Engineering Technician IV	141.44	132.65		
Management Assistant I	N/A	74.92		
Management Assistant II	N/A	84.52		
Management Assistant III	110.17	104.87		
Office Assistant I	65.67	64.33		

SCHEDULE OF
2024-25 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2023-24 are shown for comparison purposes only.

	2023-24	2024-25	Amended 2024-25	Effective
Office Assistant II	70.82	69.38		
Office Assistant III	76.48	74.92		
Office Assistant IV	95.86	92.32		
Public Works Inspector I	124.05	97.63		
Public Works Inspector II	120.02	126.42		
Public Works Inspector III	142.97	140.92		
Retiree - Extra Help	126.81	115.21		
Staff/Services Specialist I	137.32	134.52		
Staff/Services Specialist II	176.86	167.63		
Senior Public Works Inspector	139.14	136.30		
Student Worker I - Extra Help	35.60	33.61		
Student Worker II - Extra Help	35.60	33.61		
Student Worker III - Extra Help	37.39	35.22		
* Rates include costs for Accela Automation upgrade				
TRANSPORTATION - MAINTENANCE				
Deputy Director - Public Works Agency	277.07	262.89	279.99	8/4/2024
Engineering Manager III	218.48	230.17	N/A	8/4/2024
Senior Engineering Manager	N/A	N/A	253.17	8/4/2024
Equipment Operator I	92.38	97.75		
Equipment Operator II	98.53	106.11		
Equipment Operator III	103.83	110.59		
Equipment Operator IV	109.68	115.85		
Maintenance Welder	114.82	121.28		
Office Assistant I	60.24	63.46		
Office Assistant II	64.97	68.45		
Office Assistant III	78.88	82.19		
Office Assistant IV	75.42	79.45		
Public Works Maintenance Worker I	62.55	66.93		
Public Works Maintenance Worker II	66.70	66.93		
Public Works Maintenance Worker III	82.78	84.29		
Public Works Maintenance Worker IV	103.18	104.36		
Public Works Maintenance Worker Specialist	109.08	111.34		
Public Works Superintendent	146.44	164.21		
Senior Tree Trimmer	100.70	106.39		
Supervisor - Public Works Maintenance	126.18	135.60		
Tree Trimmer I	80.09	88.65		
Tree Trimmer II	94.45	99.43		
Retiree - Extra Help	31.74	32.39		
Student Worker I - Extra Help	30.75	31.88		
Student Worker II - Extra Help	30.75	31.88		
Student Worker III - Extra Help	32.30	33.41		
WATERWORKS				
Accounting Assistant I	55.27	65.33		
Accounting Assistant II	63.73	67.51		
Senior Accounting Assistant	76.72	82.59		
Administrative Aide	N/A	80.17		
Administrative Assistant I	75.19	85.51		
Administrative Assistant II	82.76	89.23		
Administrative Assistant III	107.61	113.58		
Administrative Services Director I	181.34	185.44		
Contract Support Specialist I	72.72	74.78		
Contract Support Specialist II	79.91	82.18		
Deputy Director - Public Works Agency	261.38	282.28	300.63	8/4/2024
Director - Water and Sanitation	298.88	320.38		
Engineer I	93.34	116.07	127.68	8/4/2024
Engineer II	102.91	137.85	151.64	8/4/2024
Engineer III	156.06	179.44	197.39	8/4/2024
Engineer IV	155.81	173.16	190.47	8/4/2024
Engineering Manager I	175.49	179.47	N/A	8/4/2024
Engineering Manager II	213.25	214.75	N/A	8/4/2024
Engineering Manager III	236.02	252.82	N/A	8/4/2024
Engineering Manager	N/A	N/A	236.23	8/4/2024
Senior Engineering Manager	N/A	N/A	278.10	8/4/2024
PWA Manager I	N/A	N/A	179.47	8/4/2024
PWA Manager II	N/A	N/A	214.75	8/4/2024
PWA Manager III	N/A	N/A	252.82	8/4/2024
Engineering Technician I	87.45	94.69		
Engineering Technician II	92.22	97.43		
Engineering Technician III	97.56	103.13		
Engineering Technician IV	119.28	100.61		
Management Assistant I	67.88	69.78		
Management Assistant II	76.53	78.72		
Management Assistant III	81.66	88.87		
Office Assistant I	59.47	59.91		
Office Assistant II	62.90	64.62		
Office Assistant III	67.88	69.78		
Office Assistant IV	72.97	75.00		
Public Works Inspector I	105.36	95.69		
Public Works Inspector II	107.37	120.37		
Public Works Inspector III	119.46	114.35		
Senior Public Works Inspector	138.13	138.35		
Senior Water/Wastewater Services Worker	131.46	137.27		

SCHEDULE OF
2024-25 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2023-24 are shown for comparison purposes only.

	2023-24	2024-25	Amended 2024-25	Effective
Staff/Services Manager I	145.44	148.75		
Staff/Services Manager II	173.23	185.69		
Staff/Services Manager III	167.28	175.37		
Staff/Services Specialist I	113.45	123.25		
Staff/Services Specialist II	147.75	158.37		
Student Worker I - Extra Help	28.64	29.37		
Student Worker II - Extra Help	28.64	29.37		
Student Worker III - Extra Help	30.08	30.78		
Water/Wastewater Services Laboratory Technician	105.31	100.91		
Water/Wastewater Services Laboratory Manager	161.18	180.07		
Water/Wastewater Services Superintendent	186.40	200.81		
Water/Wastewater Services Supervisor	157.00	161.29		
Water/Wastewater Services Worker Assistant	75.19	79.45		
Water/Wastewater Services Worker I	91.69	95.75		
Water/Wastewater Services Worker II	100.23	104.18		
INTEGRATED WASTE MANAGEMENT DIVISION*				
Engineer Manager III	217.64	223.65	N/A	8/4/2024
PWA Manager I	N/A	N/A	158.21	8/4/2024
PWA Manager II	N/A	N/A	172.93	8/4/2024
PWA Manager III	N/A	N/A	223.65	8/4/2024
Environmental Resource Analyst I	106.84	105.13		
Environmental Resource Analyst II	122.66	112.57		
Environmental Resource Analyst III	140.21	137.98		
Office Assistant III	71.86	73.83		
Staff/Services Manager II	130.24	140.83		
Staff/Services Manager III	136.38	149.35		
Student Worker I - Extra Help	30.23	32.37		
Student Worker II - Extra Help	30.23	32.37		
Student Worker III - Extra Help	31.74	33.92		

* Rates include costs for Accela Automation upgrade

Planning Division Fee Schedule

County of Ventura • Resource Management Agency • Planning Division
800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2488 • <http://www.vcrma.org/planning/>

Originally Adopted: December 19, 1995
Revised Date: October 8, 2024

Attachment 1 Schedule B
Effective:

CHARGING MECHANISMS

The County's cost recovery program requires that applicable fee(s) or fee deposits be stated in a schedule such as this one. These cost recovery mechanisms are described below:

"Nonrefundable" Fee - A nonrefundable "fixed-fee" is intended to cover the average cost of processing the subject permit or service. Once paid, this fee cannot be refunded if and when the subject application is withdrawn. No additional charges will be billed by the County should the cost of processing exceed the specified amount of this fee.

"Deposit" – means a lump sum cash deposit, based on historical permit application data, which is billed against by the County based on actual County staff time expended, with no billing limit. County billings against the deposit are based upon the work hours expended multiplied by the current Contract Hourly Rate established by the Board of Supervisors. If final County costs do not exceed the deposit amount, the unused portion of the deposit shall be refunded to the applicant. If final County costs exceed the deposit amount, the applicant shall be billed for the balance due pursuant to the fee reimbursement agreement accompanying said deposit.

BILLING POLICIES AND PROCEDURES

Calculating Fees for Service

Whenever a deposit is required for County Planning services, the charge for services shall be based on the applicable contract hourly rate multiplied by the total time spent on the project. Charges for Non-refundable "Fixed-fee" services are calculated based on average time spent to provide such services multiplied by the current Contract Hourly Rate, or the annual staff costs for a program divided by the average annual number of applications processed.

Cost Recovery

The Board of Supervisors adopted the FY 2024-25 Budget Development Manual that, in part, provides for the recommendation of fees on a full cost recovery basis.

Contract Hourly Rate

The Board of Supervisors annually approves contract hourly rates. The contract hourly rate for the Planning Division is calculated to recover direct and indirect costs for chargeable activities, chiefly permit processing. The current contract hourly rate also includes: (1) a surcharge of \$13.00/hour to partially offset the cost of creating and maintaining digital information, the Planning Division Website, and Accela System for electronic permit filing and tracking; (2) a surcharge of \$12.75/hr to offset

the cost of maintaining the County's General Plan, (3) a surcharge of \$2.00/hr to partially offset the cost of the Permit Intake Coordinator. In total the current Contract Hourly Rate for services provided by RMA Planners is \$195.81. The Contract Hourly Rate for services provided by RMA Technicians is \$132.96. These rates include the base hourly rate and the surcharges described above.

Credit for Youth-Serving Non-profits

Applications pertaining to uses sponsored by nonprofit organizations, such as Scouts, 4-H Clubs, and Little Leagues, which are solely youth-oriented shall be credited \$1500 towards the processing of the subject land use entitlement request.

Billings on Permits for Illegal Uses/Structures

Notwithstanding any provisions in this Planning Division Fee Schedule/Charging Mechanism, there shall be no billing limit on any deposits or fees for application requests processed to legalize or correct violations of County land use ordinances.

Equivalent Fees for Services Not Listed

Where a proposed land use, application or service is not identified in this Schedule, the Planning Director shall review the work characteristics of the proposed use or requested service, in relation to the subject Planning matter, and determine which of the items listed in this Schedule is equivalent in type and processing time to that proposed. The fee or deposit for said use or application shall then be applied to the application requested.

Fees for Deferred Decisions

The Planning Director may defer certain decisions to the Planning Commission in accordance with the Zoning Ordinance. If a decision deferral occurs, no new application fee or deposit is required.

Agencies Reviewing and Billing Against Entitlement Applications

The following agencies, departments and districts are normally involved in the review of land development entitlement requests: Public Works Agency, Environmental Health Division, Air Pollution Control District, Fire Protection District, Sheriff's Department, Agricultural Commissioner's Office and Planning Division. For discretionary land use permits, the Planning Division shall charge and collect a single deposit from the project applicant at the time of application submittal, and all affected agencies will charge against that deposit. For all other permits, these County agencies and departments may independently assess their own regulatory fees.

Required Fees at Application Submittal

The Ventura County Ordinance Code requires that land use applications cannot be accepted for processing unless they are accompanied by the fees/deposits specified in this schedule and the applicable Fee Reimbursement Agreements.

Billing Process

Reviewing agencies and departments are required to maintain time-keeping records during the processing of entitlements. The Operations Division of the Resource Management Agency (RMA) monitors project charges and sends out statements/bills on a monthly basis. The original deposit will be applied to the current charges and the bill may show a credit or debit balance. Until the charges

exceed the deposit no payment is due. Any bill thereafter will show the current charge and be due and payable upon receipt. When the case is closed a final bill will be sent out to the responsible party listing the balance due. This balance due must be paid promptly in order to avoid accruing late fees and generating possible sanctions against one's entitlement. If the project is denied, or the application is withdrawn or closed out prior to a final decision, the case is closed and total processing costs are calculated by RMA Operations. If costs exceed the deposit, RMA Operations will bill the applicant for these costs up to the billing limit, if applicable.

If total costs are less than the deposit, a refund will be issued, unless there are outstanding costs owed the County by the same party. In such cases any balance will be applied to the amount owed. If, in the course of processing an application, the applicable billed fees and charges have not been paid within 45 days, the County may suspend processing the application, or after a hearing, DENY such application based on the applicant's failure to pay said fees and charges.

Late Fees (for Late Payment)

Charges are due and payable within 30 days of billing. Invoices unpaid after thirty (30) days will incur a 2% late fee, compounded monthly.

Standing Accounts

Persons or entities who frequently file applications with the Division may deposit, in trust, a sum of money against which County processing fees can be billed. The amount of this type of deposit or standing account and the billing terms shall be established by the Planning Director in consultation with the requesting person or entity.

Deposits and Billings for Projects with Multiple Entitlements

Where a project requires the filing of multiple land use entitlements, a single deposit fee with no billing limit may be assessed and collected. This single deposit fee shall be the highest of the required filing fees or deposits associated with the multiple land use entitlements and there shall be no billing limit. This calculation of a single deposit fee shall be in addition to and separate from the calculation and payment of a Late Filing Fee.

Treatment of Parties with Past Delinquent Accounts

All fees, charges, and deposits submitted or paid by an applicant or party owing RMA Planning Division money will be applied first to unpaid bills of more than 30 days and thereafter to the current application request. The deposit for an application shall be increased by 50% where it is determined the party signing the Reimbursement Agreement has had past bills outstanding for more than 90 days.

MISCELLANEOUS ENTITLEMENTS OR SERVICES

Zoning Clearance

Standard Application Fee to Review Construction/Demolition Zoning Clearances	\$50	This \$50 fee will be applied to the cost of the Zoning Clearance
Additions to Existing Buildings/ Structures and Construction of New Principal or Accessory Agricultural Structures	\$317	Plus \$50 per additional lot/unit/structure (nonrefundable)
Construction of New Residential Units and New Detached Residential Structures	\$424	Plus \$50 per additional lot/unit/structure (nonrefundable)
Carports, decks, spas, fences, sheds, animal shade structures, fireplaces, non-commercial antenna and the like	\$183	Plus \$35 per additional lot/unit/structure (nonrefundable)
Demolition of Existing Structures	\$183	(Nonrefundable)
Ministerial Tenant Change in an Existing Commercial or Industrial Building Tenant Space	\$183	(Nonrefundable)
Home Occupation that does not require a waiver	\$88	(Nonrefundable)
Re-review of any Zoning Clearances or related plot plans	\$95	Plus \$35 per additional lot/unit (nonrefundable)
Requiring Special Review (e.g., designated historic sites, structures over 50 years in age that are potentially historic, or projects located in areas with Area Plan design standards, Dark Skies Ordinance provisions, etc.)	\$392	(Nonrefundable) This fee is added to the base Zoning Clearance fee and includes projects subject to overlay zone requirements.
Requiring Field Inspections, Design Review, or Zoning Clearances that Require Waivers	\$330	Deposit
Accessory Dwelling Units	\$649	(Nonrefundable)

<p>¹Pursuant to Government Code section 65852.2(e), accessory dwelling units that meet the provisions listed in the Non-Costal Zoning Ordinance 8107-1.1.1(a) will require a building permit only. See Research and Report Preparation Services (pg. 8)</p>		
6409(a) Compliant Wireless Communication Facility Modification	\$552	(Nonrefundable)
Non-6409(a) Compliant Wireless Communication Facility Modification	\$349	(Nonrefundable)
Ministerial Multi-family Zoning Clearance (e.g., processing for Residential High Density (RHD) zones, streamlined multi-family housing per state law)	\$1,200	Deposit
Oil and Gas Zoning Clearances that require special review	\$330	Deposit
Emergency Shelter Zoning Clearance	\$600	Deposit
Residential Ground Mounted Solar Energy Systems (Does not apply to ground mounted equipment that exceeds ministerial standards, such as solar systems in coastal zones not exempt from obtaining a coastal development permit or site plan adjustment.)	\$317	(Nonrefundable)
Use Inauguration Related to a Permit	\$375	(Nonrefundable)
Commercial Cannabis Activity Zoning Clearance	\$2,399	(Nonrefundable)
Limited Term Trailer Permit Zoning Clearance	\$741	(Nonrefundable)
Tree Permit Review		
Ministerial		
Not requiring field inspection	\$183	(Nonrefundable)
Requiring field inspection and/or supplemental consultant evaluation; or pursuant to Section 8107-25.6(i) of the NCZO for reasonable use of property	\$375	(Nonrefundable)
Discretionary (Note: Where a discretionary tree permit is associated with another discretionary entitlement application, then: (1) the fee for the tree permit is not required; and (2) all charges for time spent on the tree permit	\$750	Deposit

application will be included in the associated discretionary billing account.)		
Mitigation Charges	--	Based on the calculated value of the loss.
Tree Trimmer Certification	\$85	(Nonrefundable)
Variance		
Variance	\$2,000	Deposit
Administrative Variance		
Administrative Variance	\$1,000	Deposit
Reasonable Accommodation		
Reasonable Accommodation	\$310	Deposit – Cost not to exceed \$1,000
Emergency Use Authorization/Emergency Coastal Development		
Emergency Use Authorization/Emergency Coastal Development Permit	\$1,000	Deposit
Time Extensions & Temporary Uses		
Continuation of Nonconformity	\$1,000	Deposit
Expansion of Nonconforming Use	\$1,000	Deposit
Temporary dwelling/ office during construction	\$183	(Nonrefundable) plus surety deposit as determined by the Planning Director
Temporary keeping of animals (per Section 8113-4 NCZO)	\$300	Deposit
Mobile Home Park Program Fees		
Discretionary Rent Increase Request and expert peer review pursuant to Section 81007 of the Mobile Home Park Rent Control Ordinance	\$585	Deposit
New Capital Improvement Request pursuant to Section 81006 of the Mobile Home Park Rent Control Ordinance	\$585	Deposit
Utility Separation Request pursuant to Section 81005(e) of the Mobile Home Park Rent Control Ordinance	\$500	Deposit

<p>Program Administration Cost</p> <p>This fee is set through annual accounting of the cost of the services provided to mobile home park owners and residents by Planning staff. The fee is proportionate to the services rendered to owners and residents by Planning staff during the prior three years. For the 2024-2026 time period, the percentages shall be as follows: residents 46%; owners 54%.</p>	\$20.65	Per space per year (nonrefundable)
<p>Violations of the Mobile Home Park Rent Control Ordinance (Note: Service Reductions confirmed by the Mobile Home Park Rent Review Board are violations.)</p>	--	Full cost recovery based on current approved hourly rate
Mobile Home Park Closure Permit		
Mobile Home Park Closure Permit	\$1,500	Deposit
Cultural Heritage Program Fees		
<p>Cultural/ Historical Resource Sites*</p> <p>*The fees listed for Cultural Heritage Board services on the Ventura County Planning Division Fee Schedule are for properties located in the unincorporated areas only. For projects within city limits, the County has agreements in place to cover County staff time to process these applications, but rates are set by the cities. Applicants are encouraged to contact the appropriate City for information on specific fees and billing practices.</p>		
Administrative Certificate of Appropriateness or Certificate of Review	\$183	(Nonrefundable)
Administrative Certificate of Appropriateness or Certificate of Review requiring a site visit or special review	\$369	(Nonrefundable)
Cultural Heritage Board Certificate of Appropriateness or Certificate of Review	\$917	(Nonrefundable)
Cultural Heritage Board Certificate of Appropriateness requiring an environmental document	\$500	Deposit
Mills Act Contract	\$610	Deposit
Mills Act Site Inspection	\$552	(Nonrefundable)

Mills Act Contract Self Certification	\$137	(Nonrefundable)
Duplicating Services		
Copying per general Public Records Act requests	B&W - \$0.040 Color - \$0.110	Per copy or printed page
Certified/Subpoena Documents	\$0.10 + \$24.00	\$0.10 per page plus \$24 per hour (to the nearest quarter hour).
Copying recorded audio tapes	\$15	Per tape/CD (includes tape/CD)
Transcribing and reviewing recordings of meetings	\$300	Deposit
Research & Report Preparation Service		
Review of Interior Accessory Dwelling Unit	\$88	(Nonrefundable)
Computerized Legal Notice Mailing Address List (when available)	\$183	(Nonrefundable), plus \$15 for each additional list (collected on behalf of RMA GIS)
Digital GIS Information	\$137	Per layer; \$1,500 annual subscription to all RMA GIS layers of information
Request for Public Hearing and/or CEQA Noticing	--	Per hour charge of the GIS Specialist rate with a minimum half hour charge. At the time of payment, noticing is valid from January through December of the current calendar year. Must be renewed each January at half the cost of the minimum fee.
General research and report preparation, including research on individual lots and inquiries/review of Environmentally Sensitive Habitat Area (ESHA) on an individual lot	\$375	(Nonrefundable) or a deposit determined by the Planning Director based on estimated time to complete the project
"Rebuild Letter" or ABC Zoning Affidavit Verification	\$137	(Nonrefundable)
Vicinity Map/Aerials for Application Submittals	\$17	Per sheet

Pre-Submittal Review/Consultation		
Pre-Submittal Review	\$400	Deposit
Environmentally Sensitive Habitat Area (ESHA) pre-application review and consultation pursuant to Coastal Area Plan 4.1.3-3, Program 2	\$1,000	Deposit
Development Review Committee	\$2,422	(Nonrefundable) (This fee is waived for proposed 100% affordable housing residential projects.)
Street Name Change		
Street Name Change	\$1,000	Deposit
Condition Compliance Review		
Periodic on-going condition compliance reviews/inspections and CEQA Mitigation Monitoring and Reporting for the life of the permit.	\$500	Deposit, unless a greater amount is specified in the permit conditions
Periodic condition compliance review/inspection of oil and gas exploration and production facilities not subject to permit with condition compliance account as initiated by the Planning Director pursuant to NCZO section 8114-3.4 or CZO section 8183-5.4	\$0	Full Cost Recovery based on adopted hourly rate(s), as amended.
Film Permit (Ministerial Zoning Clearance)		
Film Location Fee for Occasional Filming Activities	\$268	(Nonrefundable) For 1 st site/location, \$166 for each additional site/location
Film Location Fee for Occasional Filming Activities requiring a waiver or special review	\$447	(Nonrefundable) For 1 st site/location, \$300 for each additional site/location
Permit Amendment/ Modification	\$179	(Nonrefundable) For minor changes to a film permit that has already been issued that do not require a waiver (e.g., extending film days, shifting production schedules, adding film locations, etc.).

Permit Amendments/ Modifications Requiring a Waiver	\$333	(Nonrefundable) For minor changes to a film permit that has already been issued, but where waivers are required.
Still Photography Location Fee for Occasional Filming Activities	\$157	(Nonrefundable) For 1 st site/location, \$140 for each additional site/location
Film Permit Application Fee	\$356	(Nonrefundable)

Equivalency Determination

Equivalency Determination	\$500	Deposit
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Equivalent Fee for Services Not Listed

Services Not Listed	--	Amount determined by Planning Director
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Habitat Connectivity and Wildlife Corridors Permitting

Ministerial Permits (Zoning Clearances requiring Special Review)	\$375	(Nonrefundable)
Reconsideration of a Surface Water Feature Designation (Special Discretionary Review)	\$340	Deposit (Pursuant to Section 8109-4.8.3.5(d) of the Non-Coastal Zoning Ordinance, the first hour of County staff time expended to process the reconsideration request shall be at no cost to the applicant; the applicant shall be responsible for the cost of all subsequent County staff time expended to process the reconsideration request.)

GENERAL PLAN AMENDMENTS & ZONE CHANGES

General Plan Amendments	\$3,000	Deposit
Ordinance Amendments	\$3,000	Deposit
Zone Change	\$1,000	Deposit

SUBDIVISIONS & MAPS

Tentative Tract Map	\$2,500	Deposit
Tentative Parcel Map	\$2,000	Deposit
Ministerial Subdivisions pursuant to state law (SB 9)	\$2,000	Deposit
Conservation Subdivision	\$2,000	Deposit
Lot Line Adjustments	\$500	Deposit
Voluntary Mergers	\$500	Deposit
Map Amendment	\$750	Deposit
Conditional Certificate of Compliance	\$1,000	Deposit
Reversion to Acreage	\$500	Deposit

DEVELOPMENT PERMITS/ENTITLEMENTS

Planned Development Permits

Agriculture & accessory uses thereto	\$1,500	Deposit
Commercial/Industrial, Institutional and/or other uses	\$2,000	Deposit
Residential	\$1,500	Deposit
Waste Processing & Recycling facilities and centers	\$4,000	Deposit
Wildlife Corridor Vegetation Removal for Fuel Modification within a Surface Water Feature	\$0	Pursuant to Sec. 8109-4.8.3.5(a)

Conditional Use Permits

Agricultural and accessory uses thereto	\$1,500	Deposit
Commercial/Industrial, Institutional, Public Uses, and other (Coastal: Includes non-County initiated public works projects, parking lots and non-County initiated recreational uses)	\$2,000	Deposit
Mobile home park	\$1,500	Deposit
Natural resource development including renewable energy, mining,	\$4,000	Deposit

borrow areas or gravel quarries and accessory processes		
Oil and gas exploration/ production (includes pipelines and transmission lines in Coastal Zone only)	\$2,500	Deposit
Recreational vehicle park, camps, and campgrounds	\$1,500	Deposit
Residential and accessory uses thereto	\$1,500	Deposit
Waste treatment and disposal & recycling	\$4,000	Deposit
Wireless Communication Facilities	\$6,000	Deposit – At any time during permit processing, the Planning Director may require that the deposit be replenished in an amount determined by the Planning Director.

MODIFICATION, REVOCATIONS & APPEALS TO ENTITLEMENTS

Modification Application

Major	--	Equivalent to deposit fee for type of entitlement
Minor	\$750	Deposit
Wireless Communication Facilities	\$3,000	Deposit – At any time during permit processing, the Planning Director may require that the deposit be replenished in an amount determined by the Planning Director.
Permit Adjustment and Coastal Site Plan Adjustment		
Standard	\$500	Deposit

Minor (as determined by the Planning Director)	\$375	(Nonrefundable)
Modification, Suspension or Revocation Application		
Modification, Suspension or Revocation Application (non-applicant filing)	--	Equivalent to deposit fee for type of entitlement
Appeals		
Appeals related to entitlements or Planning Director and Planning Commission determinations	<p style="text-align: center;">\$1,000</p> <p>When multiple Zoning Clearance (ZC) determinations pending under a single discretionary permit are appealed, the first ZC determination appeal is \$1,000 and each subsequent ZC determination appeal is \$200.</p>	Deposit/billing limit (staff processing time, mailings and public notice costs). No billing limit where the appeal is of a violation. If the appeal is filed by the applicant or applicant's representative, the applicant will be required to pay actual staff time and costs in excess of the \$1,000 appeal fee. If the appeal fee is filed by another party, the applicant will be required to pay actual staff time and costs in excess of the appeal fee up to a maximum of \$1,000.
<p>For purposes of refunds of appeal fees, the decision-making body shall decide at the time the decision is rendered whether an appeal has been denied, granted in full, or granted in part. If an appeal is denied, there shall be no refund. If an appeal is granted in full, there shall be a refund of all appeal fees paid for that appeal hearing. If an appeal is granted in part, the decision-making body may decide to refund a portion of the appeal fees if one or more of the grounds for appeal that were raised by the appellant to the Resource Management Agency before filing the appeal were sustained and caused a material change in the matter being appealed.</p> <p>If a decision to approve a project is appealed but the project applicant withdraws its application before the appeal hearing, there shall be no hearing and all fees paid for that appeal hearing shall be refunded. All decisions regarding appeal fee refunds are final and non-appealable. If no specific action is taken on a request for an appeal fee refund at the appeal hearing, the request shall be deemed denied.</p>		

Coastal Appeals		
Coastal Appeals	\$0.00 or up to \$1,000	No fee if project is appealable to the Coastal Commission, unless the Coastal Commission approves an ordinance amendment authorizing a fee. Said fee would be a \$1,000 deposit/billing limit. No billing limit where the appeal is of a violation.
ENFORCEMENT OR COMPLIANCE RELATED ACTIONS		
Late Filing Fees		
Violation Late Filing Fees	Up to \$1,000	An amount equal to the specified fee for each of the required entitlements but not to individually exceed \$1,000 (nonrefundable). See applicable County Zoning Ordinance Sections. This fee will be collected by the Planning Division and forwarded to the appropriate division.
Abatement Releases		
Releases from Notice of Non-Compliance, Liens, and other recorded documents	\$238	(Nonrefundable) per document
Informal Office Hearing		
Informal Office Hearing	\$597	(Nonrefundable)
Bond/Surety		
Compliance Review and Release	\$500	Deposit
Substitution/Transfer	\$238	Per financial instrument (nonrefundable)
Field Compliance Check and Probation Inspection		
Field Compliance Check and Probation Inspection	\$375	Per Inspection (nonrefundable)

Compliance/Settlement Agreement		
Agreement Preparation (basic agreement and repayment plan)	\$375	(Nonrefundable)
Agreement Preparation (complex agreement or addendum)	\$747	(Nonrefundable)
Compliance Agreement Amendment	\$189	(Nonrefundable) For non-county-initiated amendments to an existing compliance agreement. Fee applies to each amendment.
SMARA Program		
SMARA Program Administration Annual administrative/consultant services assessed pursuant to California Public Resources Code Section 2207(e)	--	Deposit may be adjusted by the Planning Director based on anticipated annual costs
Mine Inspections and Financial Assurance Review	—	Full cost recovery based on current approved hourly rate
Review of proposed Reclamation Plans prepared pursuant to SMARA	\$4,000	Deposit
Review of Major Reclamation Plan Amendment	\$2,000	Deposit
Review of Minor Reclamation Plan Amendment	\$750	Deposit
Agricultural Mining Permit pursuant to 8107-9.8 of the Non-Coastal Zoning Ordinance	\$1,000	Deposit
Vested Rights Determination	\$2,000	Deposit
ENVIRONMENTAL DOCUMENT OR SPECIAL STUDY PREPARATION		
Special Consultants Used in initial studies or preparation of MNDs, EIRs and Environmental Mitigation Monitoring	--	Total prepayment or posting of an acceptable bond for the consultant's estimated cost
Biological Study Review County ISAGs – Administrative Supplement to State CEQA Guidelines, Section 11	\$2,500	Deposit
Wireless Communication Facility Technical Review Per NCZO Section 8107-45.8	\$3,500	Deposit

Appeals Related to the environmental document determination	\$1,000	Deposit/billing limit
MISCELLANEOUS FEES		
Credit Card/ATM Card Processing Fee	--	Fee established by Board of Supervisors contract for said services
Witness Fees and Research (Depositions, court appearances, analysis of records where County is not a party to the action (Gov't. Code Sec. 68096.1))	\$275	Deposit for first scheduled day of testimony (plus, per State law, any expenses exceeding that amount, if applicable). This deposit is due prior to or upon acceptance of service of subpoena. For each subsequent scheduled day of testimony, plus applicable expenses per State law, witness fees shall be charged at the current County Contract hourly rates of the personnel testifying in the case.
ABC Public Convenience or Necessity Determination	\$747	(Nonrefundable)
Returned Check Charge	\$40	(Nonrefundable)
Publishing Legal Notices	--	Prevailing rate established by publisher
Bilingual Legal Notice and/or Interpretation Service Charge for Discretionary Permit Application Processing in a County Disadvantaged Community	--	Prevailing rate established by publisher Interpretation costs per contract provider fee schedule
Recording Documents	--	Prevailing rate of the Recorder's Office
Qualified Biologist Consultant List Registration/ Update	\$196	(Nonrefundable)
Related Fees Established by State Agencies and not part of the Adopted County Fee Schedule (Provided For Information Only)		
California Department of Fish and Wildlife (CDFW) Fees* (January 1, 2023 through December 31, 2023) Payable to Ventura County Clerk		
These fees are subject to change and are listed for informational purposes only. For current fees and a description of the CDFW review process, visit https://www.wildlife.ca.gov/Conservation/CEQA/Fees		
EIR	\$4,051.25	(Nonrefundable)
ND/MND	\$2,916.75	(Nonrefundable)

Environmental Document pursuant to a Certified Regulatory Program	\$1,377.25	(Nonrefundable)
Document Handling Fee to County Clerk and Recorder	\$50.00	(Nonrefundable)

Planning Division Fee Schedule

County of Ventura • Resource Management Agency • Planning Division
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Originally Adopted: December 19, 1995
Revised Date: ~~May 21~~October 8, 2024

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The County's cost recovery program requires that applicable fee(s) or fee deposits be stated in a schedule such as this one. These cost recovery mechanisms are described below:

"Nonrefundable" Fee - A nonrefundable "fixed-fee" is intended to cover the average cost of processing the subject permit or service. Once paid, this fee cannot be refunded if and when the subject application is withdrawn. No additional charges will be billed by the County should the cost of processing exceed the specified amount of this fee.

"Deposit" – means a lump sum cash deposit, based on historical permit application data, which is billed against by the County based on actual County staff time expended, with no billing limit. County billings against the deposit are based upon the work hours expended multiplied by the current Contract Hourly Rate established by the Board of Supervisors. If final County costs do not exceed the deposit amount, the unused portion of the deposit shall be refunded to the applicant. If final County costs exceed the deposit amount, the applicant shall be billed for the balance due pursuant to the fee reimbursement agreement accompanying said deposit.

BILLING POLICIES AND PROCEDURES

Calculating Fees for Service

Whenever a deposit is required for County Planning services, the charge for services shall be based on the applicable contract hourly rate multiplied by the total time spent on the project. Charges for Non-refundable "Fixed-fee" services are calculated based on average time spent to provide such services multiplied by the current Contract Hourly Rate, or the annual staff costs for a program divided by the average annual number of applications processed.

Cost Recovery

The Board of Supervisors adopted the FY 2024-25 Budget Development Manual that, in part, provides for the recommendation of fees on a full cost recovery basis.

Contract Hourly Rate

The Board of Supervisors annually approves contract hourly rates. The contract hourly rate for the Planning Division is calculated to recover direct and indirect costs for chargeable activities, chiefly permit processing. The current contract hourly rate also includes: (1) a surcharge of \$13.00/hour to partially offset the cost of creating and maintaining digital information, the Planning Division Website, and Accela System for electronic permit filing and tracking; (2) a surcharge of \$12.75/hr to offset

the cost of maintaining the County's General Plan, (3) a surcharge of \$2.00/hr to partially offset the cost of the Permit Intake Coordinator. In total the current Contract Hourly Rate for services provided by RMA Planners is \$195.81. The Contract Hourly Rate for services provided by RMA Technicians is \$132.96. These rates include the base hourly rate and the surcharges described above.

Credit for Youth-Serving Non-profits

Applications pertaining to uses sponsored by nonprofit organizations, such as Scouts, 4-H Clubs, and Little Leagues, which are solely youth-oriented shall be credited \$1500 towards the processing of the subject land use entitlement request.

Billings on Permits for Illegal Uses/Structures

Notwithstanding any provisions in this Planning Division Fee Schedule/Charging Mechanism, there shall be no billing limit on any deposits or fees for application requests processed to legalize or correct violations of County land use ordinances.

Equivalent Fees for Services Not Listed

Where a proposed land use, application or service is not identified in this Schedule, the Planning Director shall review the work characteristics of the proposed use or requested service, in relation to the subject Planning matter, and determine which of the items listed in this Schedule is equivalent in type and processing time to that proposed. The fee or deposit for said use or application shall then be applied to the application requested.

Fees for Deferred Decisions

The Planning Director may defer certain decisions to the Planning Commission in accordance with the Zoning Ordinance. If a decision deferral occurs, no new application fee or deposit is required.

Agencies Reviewing and Billing Against Entitlement Applications

The following agencies, departments and districts are normally involved in the review of land development entitlement requests: Public Works Agency, Environmental Health Division, Air Pollution Control District, Fire Protection District, Sheriff's Department, Agricultural Commissioner's Office and Planning Division. For discretionary land use permits, the Planning Division shall charge and collect a single deposit from the project applicant at the time of application submittal, and all affected agencies will charge against that deposit. For all other permits, these County agencies and departments may independently assess their own regulatory fees.

Required Fees at Application Submittal

The Ventura County Ordinance Code requires that land use applications cannot be accepted for processing unless they are accompanied by the fees/deposits specified in this schedule and the applicable Fee Reimbursement Agreements.

Billing Process

Reviewing agencies and departments are required to maintain time-keeping records during the processing of entitlements. The Operations Division of the Resource Management Agency (RMA) monitors project charges and sends out statements/bills on a monthly basis. The original deposit will be applied to the current charges and the bill may show a credit or debit balance. Until the charges

exceed the deposit no payment is due. Any bill thereafter will show the current charge and be due and payable upon receipt. When the case is closed a final bill will be sent out to the responsible party listing the balance due. This balance due must be paid promptly in order to avoid accruing late fees and generating possible sanctions against one's entitlement. If the project is denied, or the application is withdrawn or closed out prior to a final decision, the case is closed and total processing costs are calculated by RMA Operations. If costs exceed the deposit, RMA Operations will bill the applicant for these costs up to the billing limit, if applicable.

If total costs are less than the deposit, a refund will be issued, unless there are outstanding costs owed the County by the same party. In such cases any balance will be applied to the amount owed. If, in the course of processing an application, the applicable billed fees and charges have not been paid within 45 days, the County may suspend processing the application, or after a hearing, DENY such application based on the applicant's failure to pay said fees and charges.

Late Fees (for Late Payment)

Charges are due and payable within 30 days of billing. Invoices unpaid after thirty (30) days will incur a 2% late fee, compounded monthly.

Standing Accounts

Persons or entities who frequently file applications with the Division may deposit, in trust, a sum of money against which County processing fees can be billed. The amount of this type of deposit or standing account and the billing terms shall be established by the Planning Director in consultation with the requesting person or entity.

Deposits and Billings for Projects with Multiple Entitlements

Where a project requires the filing of multiple land use entitlements, a single deposit fee with no billing limit may be assessed and collected. This single deposit fee shall be the highest of the required filing fees or deposits associated with the multiple land use entitlements and there shall be no billing limit. This calculation of a single deposit fee shall be in addition to and separate from the calculation and payment of a Late Filing Fee.

Treatment of Parties with Past Delinquent Accounts

All fees, charges, and deposits submitted or paid by an applicant or party owing RMA Planning Division money will be applied first to unpaid bills of more than 30 days and thereafter to the current application request. The deposit for an application shall be increased by 50% where it is determined the party signing the Reimbursement Agreement has had past bills outstanding for more than 90 days.

MISCELLANEOUS ENTITLEMENTS OR SERVICES

Zoning Clearance

Standard Application Fee to Review Construction/Demolition Zoning Clearances	\$50	This \$50 fee will be applied to the cost of the Zoning Clearance
Additions to Existing Buildings/ Structures and Construction of New Principal or Accessory Agricultural Structures	\$317	Plus \$50 per additional lot/unit/structure (nonrefundable)
Construction of New Residential Units and New Detached Residential Structures	\$424	Plus \$50 per additional lot/unit/structure (nonrefundable)
Carports, decks, spas, fences, sheds, animal shade structures, fireplaces, non-commercial antenna and the like	\$183	Plus \$35 per additional lot/unit/structure (nonrefundable)
Demolition of Existing Structures	\$183	(Nonrefundable)
Ministerial Tenant Change in an Existing Commercial or Industrial Building Tenant Space	\$183	(Nonrefundable)
Home Occupation that does not require a waiver	\$88	(Nonrefundable)
Re-review of any Zoning Clearances or related plot plans	\$95	Plus \$35 per additional lot/unit (nonrefundable)
Requiring Special Review (e.g., designated historic sites, structures over 50 years in age that are potentially historic, or projects located in areas with Area Plan design standards, Dark Skies Ordinance provisions, etc.)	\$392	(Nonrefundable) This fee is added to the base Zoning Clearance fee and includes projects subject to overlay zone requirements.
Requiring Field Inspections, Design Review, or Zoning Clearances that Require Waivers	\$330	Deposit
Accessory Dwelling Units	\$649	(Nonrefundable)

<p>¹Pursuant to Government Code section 65852.2(e), accessory dwelling units that meet the provisions listed in the Non-Costal Zoning Ordinance 8107-1.1.1(a) will require a building permit only. See Research and Report Preparation Services (pg. 8)</p>		
6409(a) Compliant Wireless Communication Facility Modification	\$552	(Nonrefundable)
Non-6409(a) Compliant Wireless Communication Facility Modification	\$349	(Nonrefundable)
Ministerial Multi-family Zoning Clearance (e.g., processing for Residential High Density (RHD) zones, streamlined multi-family housing per state law)	\$1,200	Deposit
Oil and Gas Zoning Clearances that require special review	\$330	Deposit
Emergency Shelter Zoning Clearance	\$600	Deposit
Residential Ground Mounted Solar Energy Systems (Does not apply to ground mounted equipment that exceeds ministerial standards, such as solar systems in coastal zones not exempt from obtaining a coastal development permit or site plan adjustment.)	\$317	(Nonrefundable)
Use Inauguration Related to a Permit	\$375	(Nonrefundable)
Commercial Cannabis Activity Zoning Clearance	\$2,399	(Nonrefundable)
Limited Term Trailer Permit Zoning Clearance	\$741	(Nonrefundable)
Tree Permit Review		
Ministerial		
Not requiring field inspection	\$183	(Nonrefundable)
Requiring field inspection and/or supplemental consultant evaluation; or pursuant to Section 8107-25.6(i) of the NCZO for reasonable use of property	\$375	(Nonrefundable)
Discretionary (Note: Where a discretionary tree permit is associated with another discretionary entitlement application, then: (1) the fee for the tree permit is not required; and (2) all charges for time spent on the tree permit	\$750	Deposit

application will be included in the associated discretionary billing account.)		
Mitigation Charges	--	Based on the calculated value of the loss.
Tree Trimmer Certification	\$85	(Nonrefundable)
Variance		
Variance	\$2,000	Deposit
Administrative Variance		
Administrative Variance	\$1,000	Deposit
Reasonable Accommodation		
Reasonable Accommodation	\$310	Deposit – Cost not to exceed \$1,000
Emergency Use Authorization/Emergency Coastal Development		
Emergency Use Authorization/Emergency Coastal Development Permit	\$1,000	Deposit
Time Extensions & Temporary Uses		
Continuation of Nonconformity	\$1,000	Deposit
Expansion of Nonconforming Use	\$1,000	Deposit
Temporary dwelling/ office during construction	\$183	(Nonrefundable) plus surety deposit as determined by the Planning Director
Temporary keeping of animals (per Section 8113-4 NCZO)	\$300	Deposit
Land Conservation Act (LCA) Contract		
Application for LCA Contract	\$1,000	Deposit
Tentative Cancellation, Special Area Contract, or Solar Use Easement Contract	\$1,500	Deposit
Non-Renewal Notice for Entire Contract and other LCA-related research and other LCA services not listed.	\$750	Deposit

Mobile Home Park Program Fees		
Discretionary Rent Increase Request and expert peer review pursuant to Section 81007 of the Mobile Home Park Rent Control Ordinance	\$585	Deposit
New Capital Improvement Request pursuant to Section 81006 of the Mobile Home Park Rent Control Ordinance	\$585	Deposit
Utility Separation Request pursuant to Section 81005(e) of the Mobile Home Park Rent Control Ordinance	\$500	Deposit
<p>Program Administration Cost</p> <p>This fee is set through annual accounting of the cost of the services provided to mobile home park owners and residents by Planning staff. The fee is proportionate to the services rendered to owners and residents by Planning staff during the prior three years. For the 2024-2026 time period, the percentages shall be as follows: residents 46%; owners 54%.</p>	\$20.65	Per space per year (nonrefundable)
Violations of the Mobile Home Park Rent Control Ordinance (Note: Service Reductions confirmed by the Mobile Home Park Rent Review Board are violations.)	--	Full cost recovery based on current approved hourly rate
Mobile Home Park Closure Permit		
Mobile Home Park Closure Permit	\$1,500	Deposit
Cultural Heritage Program Fees		
<p>Cultural/ Historical Resource Sites*</p> <p>*The fees listed for Cultural Heritage Board services on the Ventura County Planning Division Fee Schedule are for properties located in the unincorporated areas only. For projects within city limits, the County has agreements in place to cover County staff time to process these applications, but rates are set by the cities. Applicants are encouraged to contact the appropriate City for information on specific fees and billing practices.</p>		
Administrative Certificate of Appropriateness or Certificate of Review	\$183	(Nonrefundable)

Administrative Certificate of Appropriateness or Certificate of Review requiring a site visit or special review	\$369	(Nonrefundable)
Cultural Heritage Board Certificate of Appropriateness or Certificate of Review	\$917	(Nonrefundable)
Cultural Heritage Board Certificate of Appropriateness requiring an environmental document	\$500	Deposit
Mills Act Contract	\$610	Deposit
Mills Act Site Inspection	\$552	(Nonrefundable)
Mills Act Contract Self Certification	\$137	(Nonrefundable)
Duplicating Services		
Copying per general Public Records Act requests	B&W - \$0.040 Color - \$0.110	Per copy or printed page
Certified/Subpoena Documents	\$0.10 + \$24.00	\$0.10 per page plus \$24 per hour (to the nearest quarter hour).
Copying recorded audio tapes	\$15	Per tape/CD (includes tape/CD)
Transcribing and reviewing recordings of meetings	\$300	Deposit
Research & Report Preparation Service		
Review of Interior Accessory Dwelling Unit	\$88	(Nonrefundable)
Computerized Legal Notice Mailing Address List (when available)	\$183	(Nonrefundable), plus \$15 for each additional list (collected on behalf of RMA GIS)
Digital GIS Information	\$137	Per layer; \$1,500 annual subscription to all RMA GIS layers of information

Request for Public Hearing and/or CEQA Noticing	--	Per hour charge of the GIS Specialist rate with a minimum half hour charge. At the time of payment, noticing is valid from January through December of the current calendar year. Must be renewed each January at half the cost of the minimum fee.
General research and report preparation, including research on individual lots and inquiries/review of Environmentally Sensitive Habitat Area (ESHA) on an individual lot	\$375	(Nonrefundable) or a deposit determined by the Planning Director based on estimated time to complete the project
“Rebuild Letter” or ABC Zoning Affidavit Verification	\$137	(Nonrefundable)
Vicinity Map/Aerials for Application Submittals	\$17	Per sheet
Pre-Submittal Review/Consultation		
Pre-Submittal Review	\$400	Deposit
Environmentally Sensitive Habitat Area (ESHA) pre-application review and consultation pursuant to Coastal Area Plan 4.1.3-3, Program 2	\$1,000	Deposit
Development Review Committee	\$2,422	(Nonrefundable) (This fee is waived for proposed 100% affordable housing residential projects.)
Street Name Change		
Street Name Change	\$1,000	Deposit
Condition Compliance Review		
Periodic on-going condition compliance reviews/inspections and CEQA Mitigation Monitoring and Reporting for the life of the permit.	\$500	Deposit, unless a greater amount is specified in the permit conditions

Periodic condition compliance review/inspection of oil and gas exploration and production facilities not subject to permit with condition compliance account as initiated by the Planning Director pursuant to NCZO section 8114-3.4 or CZO section 8183-5.4	\$0	Full Cost Recovery based on adopted hourly rate(s), as amended.
Film Permit (Ministerial Zoning Clearance)		
Film Location Fee for Occasional Filming Activities	\$268	(Nonrefundable) For 1 st site/location, \$166 for each additional site/location
Film Location Fee for Occasional Filming Activities requiring a waiver or special review	\$447	(Nonrefundable) For 1 st site/location, \$300 for each additional site/location
Permit Amendment/ Modification	\$179	(Nonrefundable) For minor changes to a film permit that has already been issued that do not require a waiver (e.g., extending film days, shifting production schedules, adding film locations, etc.).
Permit Amendments/ Modifications Requiring a Waiver	\$333	(Nonrefundable) For minor changes to a film permit that has already been issued, but where waivers are required.
Still Photography Location Fee for Occasional Filming Activities	\$157	(Nonrefundable) For 1 st site/location, \$140 for each additional site/location
Film Permit Application Fee	\$356	(Nonrefundable)
Equivalency Determination		
Equivalency Determination	\$500	Deposit
Equivalent Fee for Services Not Listed		
Services Not Listed	--	Amount determined by Planning Director

Habitat Connectivity and Wildlife Corridors Permitting		
Ministerial Permits (Zoning Clearances requiring Special Review)	\$375	(Nonrefundable)
Reconsideration of a Surface Water Feature Designation (Special Discretionary Review)	\$340	Deposit (Pursuant to Section 8109-4.8.3.5(d) of the Non-Coastal Zoning Ordinance, the first hour of County staff time expended to process the reconsideration request shall be at no cost to the applicant; the applicant shall be responsible for the cost of all subsequent County staff time expended to process the reconsideration request.)
GENERAL PLAN AMENDMENTS & ZONE CHANGES		
General Plan Amendments	\$3,000	Deposit
Ordinance Amendments	\$3,000	Deposit
Zone Change	\$1,000	Deposit
SUBDIVISIONS & MAPS		
Tentative Tract Map	\$2,500	Deposit
Tentative Parcel Map	\$2,000	Deposit
Ministerial Subdivisions pursuant to state law (SB 9)	\$2,000	Deposit
Conservation Subdivision	\$2,000	Deposit
Lot Line Adjustments	\$500	Deposit
Voluntary Mergers	\$500	Deposit
Map Amendment	\$750	Deposit
Conditional Certificate of Compliance	\$1,000	Deposit
Reversion to Acreage	\$500	Deposit

DEVELOPMENT PERMITS/ENTITLEMENTS

Planned Development Permits		
Agriculture & accessory uses thereto	\$1,500	Deposit
Commercial/Industrial, Institutional and/or other uses	\$2,000	Deposit
Residential	\$1,500	Deposit
Waste Processing & Recycling facilities and centers	\$4,000	Deposit
Wildlife Corridor Vegetation Removal for Fuel Modification within a Surface Water Feature	\$0	Pursuant to Sec. 8109-4.8.3.5(a)
Conditional Use Permits		
Agricultural and accessory uses thereto	\$1,500	Deposit
Commercial/Industrial, Institutional, Public Uses, and other (Coastal: Includes non-County initiated public works projects, parking lots and non-County initiated recreational uses)	\$2,000	Deposit
Mobile home park	\$1,500	Deposit
Natural resource development including renewable energy, mining, borrow areas or gravel quarries and accessory processes	\$4,000	Deposit
Oil and gas exploration/ production (includes pipelines and transmission lines in Coastal Zone only)	\$2,500	Deposit
Recreational vehicle park, camps, and campgrounds	\$1,500	Deposit
Residential and accessory uses thereto	\$1,500	Deposit
Waste treatment and disposal & recycling	\$4,000	Deposit

Wireless Communication Facilities	\$6,000	Deposit – At any time during permit processing, the Planning Director may require that the deposit be replenished in an amount determined by the Planning Director.
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**MODIFICATION, REVOCATIONS & APPEALS
TO ENTITLEMENTS**

Modification Application

Major	--	Equivalent to deposit fee for type of entitlement
Minor	\$750	Deposit
Wireless Communication Facilities	\$3,000	Deposit – At any time during permit processing, the Planning Director may require that the deposit be replenished in an amount determined by the Planning Director.
Permit Adjustment and Coastal Site Plan Adjustment		
Standard	\$500	Deposit
Minor (as determined by the Planning Director)	\$375	(Nonrefundable)

Modification, Suspension or Revocation Application

Modification, Suspension or Revocation Application (non-applicant filing)	--	Equivalent to deposit fee for type of entitlement
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Appeals		
<p>Appeals related to entitlements or Planning Director and Planning Commission determinations</p>	<p>\$1,000</p> <p>When multiple Zoning Clearance (ZC) determinations pending under a single discretionary permit are appealed, the first ZC determination appeal is \$1,000 and each subsequent ZC determination appeal is \$200.</p>	<p>Deposit/billing limit (staff processing time, mailings and public notice costs). No billing limit where the appeal is of a violation. If the appeal is filed by the applicant or applicant's representative, the applicant will be required to pay actual staff time and costs in excess of the \$1,000 appeal fee. If the appeal fee is filed by another party, the applicant will be required to pay actual staff time and costs in excess of the appeal fee up to a maximum of \$1,000.</p>
<p>For purposes of refunds of appeal fees, the decision-making body shall decide at the time the decision is rendered whether an appeal has been denied, granted in full, or granted in part. If an appeal is denied, there shall be no refund. If an appeal is granted in full, there shall be a refund of all appeal fees paid for that appeal hearing. If an appeal is granted in part, the decision-making body may decide to refund a portion of the appeal fees if one or more of the grounds for appeal that were raised by the appellant to the Resource Management Agency before filing the appeal were sustained and caused a material change in the matter being appealed.</p> <p>If a decision to approve a project is appealed but the project applicant withdraws its application before the appeal hearing, there shall be no hearing and all fees paid for that appeal hearing shall be refunded. All decisions regarding appeal fee refunds are final and non-appealable. If no specific action is taken on a request for an appeal fee refund at the appeal hearing, the request shall be deemed denied.</p>		
Coastal Appeals		
<p>Coastal Appeals</p>	<p>\$0.00 or up to \$1,000</p>	<p>No fee if project is appealable to the Coastal Commission, unless the Coastal Commission approves an ordinance amendment authorizing a fee. Said fee would be a \$1,000 deposit/billing limit. No billing limit where the appeal is of a violation.</p>

ENFORCEMENT OR COMPLIANCE RELATED ACTIONS

Late Filing Fees		
Violation Late Filing Fees	Up to \$1,000	An amount equal to the specified fee for each of the required entitlements but not to individually exceed \$1,000 (nonrefundable). See applicable County Zoning Ordinance Sections. This fee will be collected by the Planning Division and forwarded to the appropriate division.
Abatement Releases		
Releases from Notice of Non-Compliance, Liens, and other recorded documents	\$238	(Nonrefundable) per document
Informal Office Hearing		
Informal Office Hearing	\$597	(Nonrefundable)
Bond/Surety		
Compliance Review and Release	\$500	Deposit
Substitution/Transfer	\$238	Per financial instrument (nonrefundable)
Field Compliance Check and Probation Inspection		
Field Compliance Check and Probation Inspection	\$375	Per Inspection (nonrefundable)
Compliance/Settlement Agreement		
Agreement Preparation (basic agreement and repayment plan)	\$375	(Nonrefundable)
Agreement Preparation (complex agreement or addendum)	\$747	(Nonrefundable)
Compliance Agreement Amendment	\$189	(Nonrefundable) For non-county-initiated amendments to an existing compliance agreement. Fee applies to each amendment.

SMARA Program		
SMARA Program Administration Annual administrative/consultant services assessed pursuant to California Public Resources Code Section 2207(e)	--	Deposit may be adjusted by the Planning Director based on anticipated annual costs
Mine Inspections and Financial Assurance Review	—	Full cost recovery based on current approved hourly rate
Review of proposed Reclamation Plans prepared pursuant to SMARA	\$4,000	Deposit
Review of Major Reclamation Plan Amendment	\$2,000	Deposit
Review of Minor Reclamation Plan Amendment	\$750	Deposit
Agricultural Mining Permit pursuant to 8107-9.8 of the Non-Coastal Zoning Ordinance	\$1,000	Deposit
Vested Rights Determination	\$2,000	Deposit
ENVIRONMENTAL DOCUMENT OR SPECIAL STUDY PREPARATION		
Special Consultants Used in initial studies or preparation of MNDs, EIRs and Environmental Mitigation Monitoring	--	Total prepayment or posting of an acceptable bond for the consultant's estimated cost
Biological Study Review County ISAGs – Administrative Supplement to State CEQA Guidelines, Section 11	\$2,500	Deposit
Wireless Communication Facility Technical Review Per NCZO Section 8107-45.8	\$3,500	Deposit
Appeals Related to the environmental document determination	\$1,000	Deposit/billing limit
MISCELLANEOUS FEES		
Credit Card/ATM Card Processing Fee	--	Fee established by Board of Supervisors contract for said services

Witness Fees and Research (Depositions, court appearances, analysis of records where County is not a party to the action (Gov't. Code Sec. 68096.1))	\$275	Deposit for first scheduled day of testimony (plus, per State law, any expenses exceeding that amount, if applicable). This deposit is due prior to or upon acceptance of service of subpoena. For each subsequent scheduled day of testimony, plus applicable expenses per State law, witness fees shall be charged at the current County Contract hourly rates of the personnel testifying in the case.
ABC Public Convenience or Necessity Determination	\$747	(Nonrefundable)
Returned Check Charge	\$40	(Nonrefundable)
Publishing Legal Notices	--	Prevailing rate established by publisher
Bilingual Legal Notice and/or Interpretation Service Charge for Discretionary Permit Application Processing in a County Disadvantaged Community	--	Prevailing rate established by publisher Interpretation costs per contract provider fee schedule
Recording Documents	--	Prevailing rate of the Recorder's Office
Qualified Biologist Consultant List Registration/ Update	\$196	(Nonrefundable)
Related Fees Established by State Agencies and not part of the Adopted County Fee Schedule (Provided For Information Only)		
California Department of Fish and Wildlife (CDFW) Fees* (January 1, 2023 through December 31, 2023) Payable to Ventura County Clerk		
These fees are subject to change and are listed for informational purposes only. For current fees and a description of the CDFW review process, visit https://www.wildlife.ca.gov/Conservation/CEQA/Fees		
EIR	\$4,051.25	(Nonrefundable)
ND/MND	\$2,916.75	(Nonrefundable)
Environmental Document pursuant to a Certified Regulatory Program	\$1,377.25	(Nonrefundable)
Document Handling Fee to County Clerk and Recorder	\$50.00	(Nonrefundable)

Code Compliance Fee Schedule

County of Ventura • Resource Management Agency • Code Compliance Division

800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2463 • <http://www.vcrma.org/codecompliance/blu/index.htm>

Originally Adopted: June 2, 2009
Revised Date: October 8, 2024

Attachment 1 Schedule C
Effective:

CHARGING MECHANISMS

The County's cost recovery program requires that applicable fee(s), service rates or fee deposits be stated in a schedule such as this one. These cost recovery mechanisms are described below:

1. "Nonrefundable" Fee - A nonrefundable "fixed-fee" is intended to cover the average cost of processing the subject permit or service. Once paid, this fee cannot be refunded if and when the subject application is withdrawn. No additional charges will be billed by the County should the cost of processing exceed the specified amount of this fee.
2. "Deposit" – means a lump sum cash deposit which is then billed against by the County based on actual County staff time expended, with no billing limit. County billings against the deposit are based upon the work hours expended multiplied by the current Contract Hourly Rate established by the Board of Supervisors. If final County costs do not exceed the deposit amount, the unused portion of the deposit shall be refunded to the applicant. If final County costs exceed the deposit amount, the applicant shall be billed for the balance due pursuant to the fee reimbursement agreement accompanying said deposit.

BILLING POLICIES AND PROCEDURES

1. Calculating Fees for Service

Whenever a deposit is required for County Code Compliance services, the charge for services shall be based on the applicable contract hourly rate multiplied by the total time spent on the project. Charges for Non-refundable "Fixed-fee" services are calculated based on average time spent to provide such services multiplied by the current Contract Hourly Rate, or the annual staff costs for a program divided by the average annual number of violations processed.

2. Cost Recovery

The Board of Supervisors adopted the FY 2024-25 Budget Development Manual that, in part, provides for the recommendation of fees on a full cost recovery basis.

3. Contract Hourly Rate

The Board of Supervisors annually approves contract hourly rates. The contract hourly rate for Code Compliance Division is calculated to recover direct and indirect costs for chargeable activities. The current contract hourly rate also includes: (1) a surcharge of \$13.00/hour to partially offset the cost of maintaining digital information and Accela System for electronic violation tracking and; (2) a surcharge of \$12.75/hour to offset

the cost of maintaining the County's General Plan. The current Contract Hourly Rate for services provided by: (1) Code Compliance Officer is \$185.03; (2) the RMA Technician II (B/S) is \$127.26; (3) the Sr Paralegal is \$153.68; and (4) Sr Code Compliance Officer is \$220.57.

4. Equivalent Fees for Services Not Listed

Where a proposed Code Compliance service is not identified in this Schedule, the Code Compliance Director shall review the work characteristics of the proposed service in relation to the subject code compliance matter, and determine which of the items listed in this Schedule is most equivalent in type and processing time to that proposed. The fee or deposit for said use or application shall then be applied to the requested service.

5. Required Fees

The Ventura County Ordinance Code requires that services not be provided nor permits be issued until all required fees/deposits are paid. Thus, no services may be rendered nor permits issued unless they are accompanied by the fees/deposits specified in this schedule.

6. Billing Process

Code Compliance staff is required to maintain time-keeping records for all cases and associated permits. The Operations Division of the Resource Management Agency (RMA) monitors project charges and sends out statements/bills on a monthly basis. Prior to closing a case, a final bill will be sent out listing the balance due. This must be paid promptly to avoid accruing late fees.

7. Late Fees (for Late Payment)

Charges are due and payable within 30 days of billing. Invoices unpaid after thirty (30) days will incur a 2% late fee, compounded monthly.

Late Filing/Investigation Fees (Permits after construction/use inauguration)

In addition to the standard permit fees collected by the Building and Safety Division and/or the Planning Division, when a permit is issued for a building, structure or activity on a property issued a Notice of Violation because such building, structure or activity took place without the proper permits, a late filing fee and/or an investigation fee is collected on behalf of the Code Compliance Division. The late filing fee is collected by the Planning Division at the time the application for the appropriate land use permit is filed. The investigation fee is collected by the Building and Safety Division prior to, or at the time, of permit issuance. The amount of the fees shall be as established within the adopted Planning Division Fee Schedule and/or the adopted Building Code (Article 2, Chapter 1, Section 108.4.1 of Ordinance No. 4369).

ENFORCEMENT OR COMPLIANCE RELATED ACTIONS

Abatement Releases

Releases from Notice of Non-Compliance, Liens, and other recorded documents	\$235	(Nonrefundable) per document
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Informal Office Hearing

Informal Office Hearing	\$500	(Nonrefundable)
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Field Compliance Check and Probation Inspection

Field Compliance Check and Probation Inspection	\$400	Per Inspection (nonrefundable)
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Compliance/Settlement Agreement/Enforcement Deferment Agreement

Agreement Preparation (basic agreement and repayment plan)	\$350	(Nonrefundable)
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Agreement Preparation (complex agreement involving multiple and/or discretionary permits)	\$685	(Nonrefundable)
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Accessory Second Dwelling Unit Enforcement Deferment Agreement (for illegal ADU established prior to 1-1-20).	\$625	(Nonrefundable)
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FEES FOR SERVICES

Copy Services: Provide copies of documents, diagrams, tables, and other data.	B&W - \$0.040	Per copy or printed page
	Color - \$0.110	

Certified/Subpoena Documents	\$0.10 + \$24.00	\$0.10 per page plus \$24 per hour (to the nearest quarter hour).
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Records Research: Research of records for other than the property owner – per address (copying costs shall be in addition to the research charge).	--	The lesser of Contract Hourly rate or \$24.00 per hour. A deposit, in an amount determined by the Division Director, may be required for research requests estimated to require significant staff time.
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MISCELLANEOUS FEES

Witness Fees and Research (Depositions, court appearances, analysis of records where County is not a party to the action (Gov't. Code Sec.68097.2))	\$275	Deposit for first scheduled day of testimony (plus, per State law, any expenses exceeding that amount, if applicable). This deposit is due prior to or upon acceptance of service of subpoena. For each subsequent scheduled day of testimony, plus applicable expenses per State law, witness fees shall be charged at the current County Contract hourly rates of the personnel testifying in the case.
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Credit Card/ATM Card Processing Fee	--	Fee established by Board of Supervisors contract for said services
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Returned Check Charge	\$40	(Nonrefundable)
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Recording Documents	--	Prevailing rate of the Recorder's Office
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Equivalent Fee for Services Not Listed

Services Not Listed	--	Amount determined by Code Compliance Director
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TEMPORARY RENTAL UNIT (TRU)

TRU Permit Application Fee	\$1,525	Nonrefundable
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TRU Re-Inspection Fee	\$200	Nonrefundable
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STR Compliance Fee	\$500	Deposit
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Homeshare Compliance Fee	\$100	Deposit
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SIDEWALK VENDING

Vending Permit Fee	\$190	Nonrefundable
Equipment Retrieval Fee	--	Staff time and vendor hauling costs per contract provider fee schedule

Code Compliance Fee Schedule

County of Ventura • Resource Management Agency • Code Compliance Division

800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2463 • <http://www.vcrma.org/codecompliance/blu/index.htm>

Originally Adopted: June 2, 2009

Attachment 1 Schedule C

Revised Date: ~~May 21~~ October 8, 2024

Effective:

CHARGING MECHANISMS

The County's cost recovery program requires that applicable fee(s), service rates or fee deposits be stated in a schedule such as this one. These cost recovery mechanisms are described below:

1. "Nonrefundable" Fee - A nonrefundable "fixed-fee" is intended to cover the average cost of processing the subject permit or service. Once paid, this fee cannot be refunded if and when the subject application is withdrawn. No additional charges will be billed by the County should the cost of processing exceed the specified amount of this fee.
2. "Deposit" – means a lump sum cash deposit which is then billed against by the County based on actual County staff time expended, with no billing limit. County billings against the deposit are based upon the work hours expended multiplied by the current Contract Hourly Rate established by the Board of Supervisors. If final County costs do not exceed the deposit amount, the unused portion of the deposit shall be refunded to the applicant. If final County costs exceed the deposit amount, the applicant shall be billed for the balance due pursuant to the fee reimbursement agreement accompanying said deposit.

BILLING POLICIES AND PROCEDURES

1. Calculating Fees for Service

Whenever a deposit is required for County Code Compliance services, the charge for services shall be based on the applicable contract hourly rate multiplied by the total time spent on the project. Charges for Non-refundable "Fixed-fee" services are calculated based on average time spent to provide such services multiplied by the current Contract Hourly Rate, or the annual staff costs for a program divided by the average annual number of violations processed.

2. Cost Recovery

The Board of Supervisors adopted the FY 2024-25 Budget Development Manual that, in part, provides for the recommendation of fees on a full cost recovery basis.

3. Contract Hourly Rate

The Board of Supervisors annually approves contract hourly rates. The contract hourly rate for Code Compliance Division is calculated to recover direct and indirect costs for chargeable activities. The current contract hourly rate also includes: (1) a surcharge of \$13.00/hour to partially offset the cost of maintaining digital information and Accela System for electronic violation tracking and; (2) a surcharge of \$12.75/hour to offset

the cost of maintaining the County's General Plan. The current Contract Hourly Rate for services provided by: (1) Code Compliance Officer is \$185.03; (2) the RMA Technician II (B/S) is \$127.26; (3) the Sr Paralegal is \$153.68; and (4) Sr Code Compliance Officer is \$220.57.

4. Equivalent Fees for Services Not Listed

Where a proposed Code Compliance service is not identified in this Schedule, the Code Compliance Director shall review the work characteristics of the proposed service in relation to the subject code compliance matter, and determine which of the items listed in this Schedule is most equivalent in type and processing time to that proposed. The fee or deposit for said use or application shall then be applied to the requested service.

5. Required Fees

The Ventura County Ordinance Code requires that services not be provided nor permits be issued until all required fees/deposits are paid. Thus, no services may be rendered nor permits issued unless they are accompanied by the fees/deposits specified in this schedule.

6. Billing Process

Code Compliance staff is required to maintain time-keeping records for all cases and associated permits. The Operations Division of the Resource Management Agency (RMA) monitors project charges and sends out statements/bills on a monthly basis. Prior to closing a case, a final bill will be sent out listing the balance due. This must be paid promptly to avoid accruing late fees.

7. Late Fees (for Late Payment)

Charges are due and payable within 30 days of billing. Invoices unpaid after thirty (30) days will incur a 2% late fee, compounded monthly.

Late Filing/Investigation Fees (Permits after construction/use inauguration)

In addition to the standard permit fees collected by the Building and Safety Division and/or the Planning Division, when a permit is issued for a building, structure or activity on a property issued a Notice of Violation because such building, structure or activity took place without the proper permits, a late filing fee and/or an investigation fee is collected on behalf of the Code Compliance Division. The late filing fee is collected by the Planning Division at the time the application for the appropriate land use permit is filed. The investigation fee is collected by the Building and Safety Division prior to, or at the time, of permit issuance. The amount of the fees shall be as established within the adopted Planning Division Fee Schedule and/or the adopted Building Code (Article 2, Chapter 1, Section 108.4.1 of Ordinance No. 4369).

ENFORCEMENT OR COMPLIANCE RELATED ACTIONS

Abatement Releases

Releases from Notice of Non-Compliance, Liens, and other recorded documents	\$235	(Nonrefundable) per document
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Informal Office Hearing

Informal Office Hearing	\$500	(Nonrefundable)
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Field Compliance Check and Probation Inspection

Field Compliance Check and Probation Inspection	\$400	Per Inspection (nonrefundable)
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Compliance/Settlement Agreement/Enforcement Deferment Agreement

Agreement Preparation (basic agreement and repayment plan)	\$350	(Nonrefundable)
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Agreement Preparation (complex agreement involving multiple and/or discretionary permits)	\$685	(Nonrefundable)
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Accessory Second Dwelling Unit Enforcement Deferment Agreement (for illegal ADU established prior to 1-1-20).	\$625	(Nonrefundable)
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FEES FOR SERVICES

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Records Research: Research of records for other than the property owner – per address (copying costs shall be in addition to the research charge).	--	The lesser of Contract Hourly rate or \$24.00 per hour. A deposit, in an amount determined by the Division Director, may be required for research requests estimated to require significant staff time.
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MISCELLANEOUS FEES

Witness Fees and Research (Depositions, court appearances, analysis of records where County is not a party to the action (Gov't. Code Sec.68097.2))	\$275	Deposit for first scheduled day of testimony (plus, per State law, any expenses exceeding that amount, if applicable). This deposit is due prior to or upon acceptance of service of subpoena. For each subsequent scheduled day of testimony, plus applicable expenses per State law, witness fees shall be charged at the current County Contract hourly rates of the personnel testifying in the case.
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Credit Card/ATM Card Processing Fee	--	Fee established by Board of Supervisors contract for said services
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Returned Check Charge	\$40	(Nonrefundable)
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Recording Documents	--	Prevailing rate of the Recorder's Office
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Equivalent Fee for Services Not Listed

Services Not Listed	--	Amount determined by Code Compliance Director
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TEMPORARY RENTAL UNIT (TRU)

TRU Permit Application Fee	\$1,525	Nonrefundable
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TRU Re-Inspection Fee	\$200	Nonrefundable
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STR Compliance Fee	\$500	Deposit
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Homeshare Compliance Fee	\$100	Deposit
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SIDEWALK VENDING

<u>Vending Permit Fee</u>	<u>\$190</u>	<u>Nonrefundable</u>
<u>Equipment Retrieval Fee</u>	<u>=</u>	<u>Staff time and vendor hauling costs per contract provider fee schedule</u>

VENTURA COUNTY ENVIRONMENTAL HEALTH DIVISION

LAND USE FEE SCHEDULE FOR FISCAL YEAR 2024-2025

Fee deposits for services rendered by the Environmental Health Division for the processing of Land Use Permits shall be charged as set forth in the following schedule.

“Fee Deposit” means a lump sum cash deposit which is then billed against by the County based on actual County staff time expended, with no billing limit. County billings against the deposit are based upon the work hours expended multiplied by the current Contract Hourly Rate established by the Board of Supervisors. If final County costs do not exceed the deposit amount, the unused portion of the deposit shall be refunded to the applicant. If final County costs exceed the deposit amount, the applicant shall be billed for the balance due pursuant to the fee reimbursement agreement accompanying said deposit.

Equivalent Fees for Services Not Listed: Where a proposed land use project or service is not identified in this Schedule, the Environmental Health Division Director shall review the work characteristics of the proposed use or requested service, in relation to the relevant matter, and determine which of the items listed in this Schedule is equivalent in type and processing time to that proposed.

Type of Project/Service		Fee Deposit
1.	Conditional Use Permit (CUP)/Major Modification	
	a. CUP Projects with no plumbing, or are connecting to public water purveyor and public sewer system	\$627
	b. CUP projects utilizing an Onsite Wastewater Treatment System (OWTS) or private water well	\$1,308
2.	Planned Development (PD)/Major Modification	
	a. PD Projects with no plumbing or are connecting to public water purveyor and public sewer system.	\$400
	b. PD Projects utilizing an OWTS or a private water well	\$800
	c. Wildlife Corridor Vegetation Removal for Fuel Modification within a Surface Water Feature	\$0
3.	Conditional Certificate of Compliance	\$786
4.	Lot Line Adjustment	
	a. Projects with no plumbing or are connected to public water purveyor and public sewer system.	\$400

	b. Projects utilizing an OWTS or private well	\$641
5.	Variance	\$647
6.	Zone Change	\$660
7.	General Plan Amendment	\$1,707
8.	Review of County-initiated Projects (Public Works Agency, General Services Agency Projects)	\$720
9.	Review of Environmental Impact Report	\$1,112
10.	Review of Minor Modification/Adjustment to an existing CUP or PD	\$221
11.	Review of Change-of-Use Notifications	\$114
12.	Review of Subdivision Projects (Parcel Maps, Tract Maps, Large Lot Subdivision)	
	a. Subdivisions connecting to public sewer and public water	
	➤ 2 - Lot Subdivision	\$701
	➤ 3 - Lot Subdivision	\$755
	➤ 4+ - Lot Subdivision The contract hourly rate for an Environmental Health Specialist IV position x 0.5 HOURS, for each lot in excess of 3 lots.	\$755+
	b. Subdivisions utilizing OWTS (septic system) or private water wells	
	➤ 2 - Lot Subdivision	\$922
	➤ 3 - Lot Subdivision	\$1,086
	➤ 4+ Lot Subdivision The contract hourly rate for an Environmental Health Specialist IV position x 0.5 HOURS for each lot in excess of 3 lots.	\$1,086+
13.	Emergency Use Authorization	\$303 ¹
14.	Equivalent Fee for Services Not Listed The contract hourly rate for an Environmental Health Specialist IV position (Minimum 1 hour).	\$165+ ¹

¹ The contract hourly rate for an Environmental Health Specialist IV position is \$165.17.

VENTURA COUNTY ENVIRONMENTAL HEALTH DIVISION

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Fee deposits for services rendered by the Environmental Health Division for the processing of Land Use Permits shall be charged as set forth in the following schedule.

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Equivalent Fees for Services Not Listed: Where a proposed land use project or service is not identified in this Schedule, the Environmental Health Division Director shall review the work characteristics of the proposed use or requested service, in relation to the relevant matter, and determine which of the items listed in this Schedule is equivalent in type and processing time to that proposed.

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11.	Review of Change-of-Use Notifications	\$114
12.	Review of Subdivision Projects (Parcel Maps, Tract Maps, Large Lot Subdivision)	
	a. Subdivisions connecting to public sewer and public water	
	➤ 2 - Lot Subdivision	\$701
	➤ 3 - Lot Subdivision	\$755
	➤ 4+ - Lot Subdivision The contract hourly rate for an Environmental Health Specialist IV position x 0.05 HOURS, for each lot in excess of 3 lots.	\$755+
	b. Subdivisions utilizing OWTS (septic system) or private water wells	
	➤ 2 - Lot Subdivision	\$922
	➤ 3 - Lot Subdivision	\$1,086
	➤ 4+ Lot Subdivision The contract hourly rate for an Environmental Health Specialist IV position x 0.5 HOURS for each lot in excess of 3 lots.	\$1,086+
13.	Emergency Use Authorization	\$303 ¹
14.	Equivalent Fee for Services Not Listed The contract hourly rate for an Environmental Health Specialist IV position (Minimum 1 hour).	\$165+ ¹

¹ The contract hourly rate for an Environmental Health Specialist IV position is \$165.17.

RESOLUTION NO. 24-138

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF VENTURA
ESTABLISHING AND AMENDING RATES AND FEES
FOR INFORMATION TECHNOLOGY SERVICES

WHEREAS, the Board of Supervisors of the County of Ventura (Board) may, by resolution, establish rates and fees for County agencies and departments; and

WHEREAS, by resolution dated May 21, 2024, the Board established and amended rates and fees for various County agencies and departments, including the Information Technology Services Department; and

WHEREAS, the rates and fees established or amended by the May 21, 2024 resolution should be adjusted in order to reflect changes in the costs of services to which they pertain; and

WHEREAS, the proposed rates and fees for the Information Technology Services Department are consistent with state law and the Board's policy of full cost recovery whenever feasible with exceptions noted; and

WHEREAS, the rates and fees for the Information Technology Services Department are for services provided exclusively to other local governments and nonprofit organizations;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board as follows:

1. The May 21, 2024, resolution is repealed effective October 8, 2024.
2. The attached schedule of rates and fees for services rendered by the Information Technology Services Department is consistent with state law. The rates and fees charged do not exceed the estimated reasonable costs of the activity they support, and those costs are apportioned to individual payers in a manner that bears a fair or reasonable relationship to the payers' burdens on or benefits from the activity. The documentation and analysis supporting the amount of the rates and fees are on file with the County agencies involved in the calculations and are incorporated herein by reference.
3. This resolution is hereby adopted, and the attached schedule shall become operative on October 8, 2024.

On motion by Supervisor Lopez, seconded by Supervisor LaYere, the foregoing resolution was passed and adopted on October 8, 2024.

Kelly Long
Chair, Board of Supervisors

ATTEST: DR. SEVET JOHNSON
Clerk of the Board of Supervisors
County of Ventura, State of California

By Lori Key
Deputy Clerk of the Board





FY 2024-25 INFORMATION TECHNOLOGY SERVICES AND NETWORK SERVICES RATES

Service	Unit of Measure	Service Rates per Month	
		FY 2023-24	FY 2024-25
Applications Architect/Supervisor	Per Hour	\$ 104.75	\$ 111.70
Chief Information Security Officer	Per Hour	N/A	\$ 154.86
Chief ITSD Telecommunications	Per Hour	\$ 123.27	\$ 135.80
Cybersecurity - CISO	Per License	\$ 2.62	\$ 4.09
Data Communications Specialist	Per Hour	\$ 104.08	\$ 116.11
Data Network Access	Per Access	\$ 16.24	\$ 14.85
Data Systems Architect	Per Hour	\$ 108.32	\$ 119.14
Data Systems Manager	Per Hour	\$ 131.24	\$ 142.86
Database Administration	Per Database	\$ 174.69	\$ 153.60
Desktop Support Analyst I	Per Hour	\$ 62.37	\$ 71.80
Desktop Support Analyst II	Per Hour	\$ 77.52	\$ 90.51
Desktop/Laptop Support Services	Per Device	\$ 102.99	\$ 110.73
Housing, IT Services Data Center	Per Watt	\$ 0.38	\$ 0.05
HSA - Manager Info Technology	Per Hour	N/A	\$ 157.25
Information Systems Analyst	Per Hour	\$ 86.82	\$ 92.36
Information Systems Programmer Analyst	Per Hour	\$ 77.35	\$ 80.37
Information Systems Security Architect	Per Hour	\$ 109.61	\$ 113.29
Information Systems Support Analyst II	Per Hour	\$ 94.39	\$ 117.88
Manager, Application Development	Per Hour	\$ 132.78	\$ 146.43
Manager, ITSD Project	Per Hour	\$ 121.33	\$ 137.61
Microwave Assisted Broadband (Ceragon MW)	Per Access	\$ 698.31	\$ 433.42
Microwave Express (Ubiquity MW)	Per Access	\$ 138.76	\$ 171.69
Mobile Device Management (MDM)	Per Device	\$ 6.47	\$ 6.19
Mobile Radios (T&M - time and materials basis)	T&M	T&M	T&M
Office 365 – E-1 License	Per License	\$ 17.24	\$ 20.56
Office 365 – E-3 License	Per License	\$ 24.77	\$ 29.38
Office Systems Support Analyst I	Per Hour	\$ 92.37	N/A
Office Systems Support Analyst II	Per Hour	\$ 103.85	N/A
Office Systems Support Analyst I/II	Per Hour	N/A	\$ 112.67
Off-Network Phone/Fax Support	Per Access	\$ 4.89	\$ 4.99
Overtime	Per Hourly Rate	1.5x	1.5x
PeopleSoft Architect	Per Hour	\$ 97.79	\$ 91.02
Principal Application Architect Supervisor	Per Hour	\$ 111.07	\$ 132.05
Principal Information Systems Support Analyst	Per Hour	\$ 101.02	\$ 126.43
Principal Network Systems Analyst	Per Hour	\$ 109.13	\$ 124.08
Principal Office Systems Support Analyst	Per Hour	\$ 116.11	\$ 126.75
Print Services	Per Printer	\$ 15.47	\$ 19.03
Radio Repeaters	Per Radio	N/A	\$ 15.26
RPT1	Per Access	\$ 108.38	N/A
RPT2	Per Access	\$ 216.76	N/A
RPT3	Per Access	\$ 693.62	N/A
RPT4	Per Access	\$ 928.96	N/A
Regional Radio System:			
Full Access	Per Radio	N/A	\$ 146.17

FY 2024-25 INFORMATION TECHNOLOGY SERVICES AND NETWORK SERVICES RATES

Service	Unit of Measure	Service Rates per Month	
		FY 2023-24	FY 2024-25
Regional Access	Per Radio	N/A	\$ 19.96
Security Services Access	Per Access	\$ 16.13	\$ 15.26
Senior Computer Operator	Per Hour	\$ 61.48	\$ 67.85
Senior Program Administrator	Per Hour	\$ 83.03	\$ 101.54
Server Back-Up Services	GB Per Server	\$ 0.14	\$ 0.14
Service Desk - IT Services	Per License	\$ 9.21	N/A
Service Desk Technician	Per Hour	\$ 50.49	\$ 56.56
Stand-by Rate	Per Hourly Rate	0.25x	0.25x
Storage Area Network	Per GB	\$ 0.04	\$ 0.08
Telecommunications Circuit Charges	Actual	Actual	Actual
Telecommunications Network Analyst III	Per Hour	\$ 101.17	\$ 109.59
Telecommunications Network Installer III	Per Hour	N/A	\$ 77.92
Telecommunications Network Specialist II	Per Hour	\$ 78.89	N/A
Telecommunications Network Specialist III	Per Hour	\$ 84.23	N/A
Telecommunications Network Specialist II/III	Per Hour	N/A	\$ 88.32
Telecommunications Network Supervisor	Per Hour	\$ 82.98	\$ 72.59
Unix / Linux Server Support Services	Per Server	\$ 661.22	\$ 1,192.62
Vault	Per Device	\$ 136.27	\$ 17.92
VMware Servers	Per GB	N/A	\$ 17.71
VMware Server – Small	Per Server	\$ 42.43	N/A
VMware Server – Medium	Per Server	\$ 93.99	N/A
VMware Server – Large	Per Server	\$ 175.33	N/A
VMware Server – Extra Large	Per Server	\$ 297.64	N/A
Voice Network Access	Per Access	\$ 30.88	\$ 30.23
Web Application Hosting	Per Application	\$ 260.74	\$ 1,030.84
Website Hosting	Per Website	N/A	\$ 646.60
Windows Server Support	Per Server	\$ 36.10	\$ 123.64

HUMAN SERVICES AGENCY

Service	FY 2023-24	FY 2024-25
Homeless Services - Homeless Management Information Services (HMIS):		
User Participation Fee per License - Single Rate	\$ 330.00	\$ 330.00



FY 2024-25 INFORMATION TECHNOLOGY SERVICES AND NETWORK SERVICES RATES

Service	Unit of Measure	Service Rates per Month	
		FY 2023-24	FY 2024-25
Applications Architect/Supervisor	Per Hour	\$ 104.75	\$ 111.70
Chief Information Security Officer	Per Hour	N/A	\$ 154.86
Chief ITSD Telecommunications	Per Hour	\$ 123.27	\$ 135.80
Cybersecurity - CISO	Per License	\$ 2.62	\$ 4.09
Data Communications Specialist	Per Hour	\$ 104.08	\$ 116.11
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HSA - Manager Info Technology	Per Hour	N/A	\$ 157.25
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Information Systems Programmer Analyst	Per Hour	\$ 77.35	\$ 80.37
Information Systems Security Architect	Per Hour	\$ 109.61	\$ 113.29
Information Systems Support Analyst II	Per Hour	\$ 94.39	\$ 117.88
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Manager, ITSD Project	Per Hour	\$ 121.33	\$ 137.61
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Microwave Express (Ubiquity MW)	Per Access	\$ 138.76	\$ 171.69
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Mobile Radios (T&M - time and materials basis)	T&M	T&M	T&M
Office 365 – E-1 License	Per License	\$ 17.24	\$ 20.56
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Radio Repeaters	Per Radio	N/A	\$ 15.26
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RPT2	Per Access	\$ 216.76	N/A
RPT3	Per Access	\$ 693.62	N/A
RPT4	Per Access	\$ 928.96	N/A
Regional Radio System:			
Full Access	Per Radio	N/A	\$ 146.17

FY 2024-25 INFORMATION TECHNOLOGY SERVICES AND NETWORK SERVICES RATES			
Service	Unit of Measure	Service Rates per Month	
		FY 2023-24	FY 2024-25
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Security Services Access	Per Access	\$ 16.13	\$ 15.26
Senior Computer Operator	Per Hour	\$ 61.48	\$ 67.85
Senior Program Administrator	Per Hour	\$ 83.03	\$ 101.54
Server Back-Up Services	GB Per Server	\$ 0.14	\$ 0.14
Service Desk - IT Services	Per License	\$ 9.21	N/A
Service Desk Technician	Per Hour	\$ 50.49	\$ 56.56
Stand-by Rate	Per Hourly Rate	0.25x	0.25x
Storage Area Network	Per GB	\$ 0.04	\$ 0.08
Telecommunications Circuit Charges	Actual	Actual	Actual
Telecommunications Network Analyst III	Per Hour	\$ 101.17	\$ 109.59
Telecommunications Network Installer III	Per Hour	N/A	\$ 77.92
Telecommunications Network Specialist II	Per Hour	\$ 78.89	N/A
Telecommunications Network Specialist III	Per Hour	\$ 84.23	N/A
Telecommunications Network Specialist II/III	Per Hour	N/A	\$ 88.32
Telecommunications Network Supervisor	Per Hour	\$ 82.98	\$ 72.59
Unix / Linux Server Support Services	Per Server	\$ 661.22	\$ 1,192.62
Vault	Per Device	\$ 136.27	\$ 17.92
VMware Servers	Per Server GB	N/A	\$ 17.71
VMware Server – Small	Per Server	\$ 42.43	N/A
VMware Server – Medium	Per Server	\$ 93.99	N/A
VMware Server – Large	Per Server	\$ 175.33	N/A
VMware Server – Extra Large	Per Server	\$ 297.64	N/A
Voice Network Access	Per Access	\$ 30.88	\$ 30.23
Web Application Hosting	Per Application	\$ 260.74	\$ 1,030.84
Website Hosting	Per Website	N/A	\$ 646.60
Windows Server Support	Per Server	\$ 36.10	\$ 123.64

HUMAN SERVICES AGENCY		
Service	FY 2023-24	FY 2024-25
Homeless Services - Homeless Management Information Services (HMIS):		
User Participation Fee per License - Single Rate	\$ 330.00	\$ 330.00