



EXHIBIT 2

City of Santa Ana Miscellaneous Fee Calculation

Department Information

Department:

Planning and Building Agency

Miscellaneous Fee Title:

Home Occupation Certificate

Instructions for Calculating the Fee

- 1) Consider all Personnel Costs involved in this fee (i.e. salary, insurance, retirement, workers comp, etc.)
- 2) Add all Miscellaneous Costs involved in the fee (i.e. supplies, rents, contracts), **only allocate the relevant portion of each cost related to the fee**
- 3) Input the current/proposed fee that is charged
- 4) If only partial recovery, please explain

| Personnel Costs | | | | |
|---|-----------------------|---------------------|---|-----------------------------|
| Salary Employee Costs | | | | |
| Job Title | Current Annual Salary | Annual Benefit Cost | % of Employment Dedicated to Miscellaneous Fee Activity | Total Salary & Benefit Cost |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| Hourly Employee Costs | | | | |
| Job Title | Hourly Rate | Hourly Benefit Cost | Hours of Employment Dedicated to Miscellaneous Fee Activity | Total Wage & Benefit Cost |
| Receptionist | 22.28 | 13.28 | 0.10 | \$ 3.56 |
| Senior Planner | 62.36 | 14.52 | 0.50 | \$ 38.44 |
| Senior Office Assistant | 24.68 | 8.60 | 0.25 | \$ 8.32 |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| Miscellaneous Costs | | | | |
| Office Supplies | | | | \$ - |
| Rent | | | | \$ - |
| Utilities | | | | \$ - |
| Contracts | | | | \$ - |
| Fleet Charges | | | | \$ - |
| Tools | | | | \$ - |
| Equipment | | | | \$ - |
| Other (Specify) | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| Total Miscellaneous Costs | | | | \$ - |
| Expense Calculation | | | | |
| Total Expenses | | | | \$ 50.32 |
| Current/Proposed Fee | | | | \$ 50.32 |
| Full Cost Recovery (Partial Cost Recovery) | | | | \$ (50.32) |
| Please explain if not full cost recovery... | | | | |
| | | | | |