



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...				