

**Kittitas County Public Health Department
Water Fee Schedule Calculations**

WATER							
Fee	Item	Units	Rate	Total			Notes
				2014	2013	Diff	
				2014 Proposed Fee			
Water & Sewage Evaluation							
	EH Professional Time	4.35	\$44.00	\$191.40			Application review and research (0.5 hrs), Scheduling site visit (0.25 hrs), Total Est. travel time (1.33 hrs), Site visit (0.75 hrs), Packaging and shipping water sample (0.25 hrs), Reviewing test result (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hrs), Informing client of result (0.25), and archiving files (0.33 hrs)
	Support Staff Time	1.6	\$24.00	\$38.40			Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$73.20	\$73.20			Cost of water test paid via health department, Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$312.79	\$320.00	\$7.21	SAME
Re-evaluations							
	EH Professional Time	3.3	\$44.00	\$143.00			Research (0.5 hrs), Scheduling site visit (0.25 hrs), Total Est. travel time (1.0 hr), Site visit (0.33 hrs), Packaging and shipping water sample (0.17 hrs), Reviewing test result (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.17 hrs), Informing client of result (0.17), and archiving files (0.25 hrs)
	Support Staff Time	1.6	\$24.00	\$38.40			Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$73.20	\$73.20			Cost of water test paid via health department, Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$264.39	\$195.00	(\$69.39)	\$265.00

**Kittitas County Public Health Department
Water Fee Schedule Calculations**

**Water OR Sewage
Evaluation**

	Application review and research (0.25 hrs), Scheduling site visit (0.17 hrs), Total Est. travel time (0.75 hrs), Site visit (0.33 hrs), Packaging and shipping water sample (0.17 hrs), Reviewing test result (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.17 hrs), Informing client of result (0.17), and archiving files (0.25 hrs) --- In some cases for sewage evaluations a site visit is not needed, so the number of hours were reduced to try to reflect this.			
EH Professional Time	2.35	\$44.00	\$103.40	
Support Staff Time	1.6	\$24.00	\$38.40	
Health Officer Time	0.083	\$118.00	\$9.79	
Incidentals	1	\$43.20	\$73.20	
Total Cost Recovery			<u>\$224.79</u>	\$235.00 \$10.21 SAME

**Water Sample
collected by EH Staff**

	Application review and research (0.33 hrs), Scheduling site visit (0.25 hrs), Total Est. travel time (1.33 hrs), Site visit (0.5 hrs), Packaging and shipping water sample (0.17 hrs), Reviewing test result (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.17 hrs), Informing client of result (0.17), and archiving files (0.25 hrs)			
EH Professional Time	3.55	\$44.00	\$156.20	
Support Staff Time	1.6	\$24.00	\$38.40	
Health Officer Time	0.083	\$118.00	\$9.79	
Incidentals	1	\$43.20	\$73.20	
Total Cost Recovery			<u>\$277.59</u>	\$200.00 (\$77.59) \$280.00

**Kittitas County Public Health Department
Water Fee Schedule Calculations**

Well Site Review

EH Professional Time	1.5	\$44.00	\$63.80					Application review and further research (0.33 hrs), Additional phone calls to gather more information (0.17 hrs), Database entry (0.25 hrs), Informing client and well driller of approval or denial status (0.17), Environmental Health Management (0.25 hrs), and archiving files (0.25 hrs)
Support Staff Time	1.9	\$24.00	\$45.60					Application intake and research (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$162.39</u>	\$125.00	(\$37.39)	\$165.00		

Well Site Inspection

EH Professional Time	3.95	\$44.00	\$173.80					Application review and research (0.5 hrs), Scheduling site visit (0.25 hrs), Total Est. travel time (1.33 hrs), Site visit (0.75 hrs), Environmental Health Management (0.25 hrs), Additional paperwork (0.25 hrs), Database entry (0.25 hrs), and archiving files (0.33 hrs)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$265.19</u>	\$275.00	\$9.81	SAME		

**Group B Water System
Application Review &
Approval**

EH Professional Time	8.65	\$44.00	\$380.60					Initial application review and research (1.5 hrs), Correspondence with applicant, authorized agent, WA Dept. of Health (2.5 hrs), Environmental Health Management (0.25 hrs), Final application review and research (0.75 hrs), Scheduling site visit (0.25 hrs), Final Inspection Total Est. travel time (1.33 hrs), Site visit (0.75 hrs), Additional paperwork (0.75 hrs), Database entry (0.25 hrs), and archiving files (0.33 hrs)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$471.99</u>	\$480.00	\$8.01	SAME		

**Kittitas County Public Health Department
Water Fee Schedule Calculations**

Potable Water Hauler License

EH Professional Time	3.16	\$44.00	\$139.04		Application review and research (0.33 hrs), Scheduling inspection visit (0.25 hrs), Inspection (1.0 hrs), Reviewing disinfection water test results (0.33 hrs), Reviewing inspection results with licensee (0.17 hrs), Database entry (0.25 hrs), Environmental Health Management (0.25 hrs), Issuing license (0.25), and archiving files (0.33 hrs) Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs) Health Officer Consultation (0.083 hrs) Software license, Computer replacement, Vehicle replacement cost, Water hauler license card
Support Staff Time	1.6	\$24.00	\$38.40		
Health Officer Time	0.083	\$118.00	\$9.79		
Incidentals	1	\$43.20	\$43.20		
Total Cost Recovery			<u>\$230.43</u>	\$240.00 \$9.57 SAME	

Time of Sale Potable Water Storage/Cistern System Inspection

EH Professional Time	7.55	\$44.00	\$332.20		Initial application review and research (0.5 hrs), Review of site evaluation (0.25 hrs), Correspondence (applicant, real estate agent, WA Dept. of Health - 0.75 hrs), Final application review and prep (0.45 hrs), Environmental Health Management (0.25 hrs), Permit issuance (0.25 hrs), Informing engineer of approval status (0.17 hrs), Scheduling final inspection and gathering paperwork (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (1.0 hr), Additional paperwork prep (0.5 hrs), Final approval (0.25 hrs), Database entry (0.25 hrs), Informing septic designer/installer of approval status (0.17 hrs), and archiving files (0.33 hrs) Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs) Health Officer Consultation (0.083 hrs) Software license, Computer replacement, Vehicle replacement cost
Support Staff Time	1.6	\$24.00	\$38.40		
Health Officer Time	0.083	\$118.00	\$9.79		
Incidentals	1	\$43.20	\$43.20		
Total Cost Recovery			<u>\$423.59</u>	\$435.00 \$11.41 SAME	

Annual Potable Water Storage/Cistern Water Test Results Review

EH Professional Time	0.4	\$44.00	\$17.60		Water Test Results Review, database entry, and archiving files (0.40 hrs) Receipting & handling monies (0.25 hrs), Data Assessment (0.1 hrs) Health Officer Consultation (0.083 hrs)
Support Staff Time	0.35	\$24.00	\$8.40		
Health Officer Time	0.05	\$118.00	\$5.90		
Total Cost Recovery			<u>\$31.90</u>	\$35.00 \$3.10 SAME	

***Kittitas County Public Health Department
Water Fee Schedule Calculations***

**Kittitas County Public Health Department
Water Fee Schedule Calculations**

ADEQUATE WATER SUPPLY DETERMINATION							
Fee	Item	Units	Rate	Total	Notes		
Adequate Water Supply Determination (Inv, Shared well, Group B, Group A TNC and NTNC)							
				2014	2013	Diff	2014 Proposed Fee
	EH Professional Time	4.25	\$44.00	\$187.00			Pre-application review/assistance/research with applicant (0.5 hrs), Application review and research (0.5 hrs), Additional correspondence with (applicant, authorized agent, Kittitas County legal, building department, WA Dept. Ecology/Health - 1.0 hrs), Public hearings/study sessions (0.25), Database entry (0.16 hrs), Notifying applicant and building department of approval status (0.33 hrs), Environmental Health Management (0.5 hrs), Additional paperwork (0.33), and archiving files (0.33 hrs)
	Support Staff Time	1.9	\$24.00	\$45.60			Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
	Health Officer Time	0.12	\$118.00	\$14.16			Health Officer Consultation (0.12 hrs)
	Incidentals	1	\$43.20	\$43.20			Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$289.96	\$300.00	\$10.04	SAME
Adequate Water Supply Determination (Group A Community)							
	EH Professional Time	1.75	\$44.00	\$77.00			Application review/assistance/research with applicant (0.25 hrs), Additional correspondence with (applicant, authorized agent, water system manager, Kittitas County legal, building department, WA Dept. Ecology/Health - 0.33 hrs), Database entry (0.33 hrs), Notifying applicant and building department of approval status (0.17 hrs), Environmental Health Management (0.25 hrs), Additional paperwork (0.17), and archiving files (0.25 hrs)
	Support Staff Time	1.45	\$24.00	\$34.80			Application intake (0.5 hrs), Database entry (0.25 hrs), Receipting & handling monies (0.5 hrs), Data Assessment (0.2 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20			Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$164.79	\$175.00	\$10.21	SAME

**Kittitas County Public Health Department
Water Fee Schedule Calculations**

**Adequate Water
Supply Determination -
1 year one-time
Renewal/Reactivation**

EH Professional Time	1.61	\$44.00	\$70.84		
Support Staff Time	1.4	\$24.00	\$33.60	Initial application review, research, verify application is not expired (0.17 hrs), Correspondence with applicant, authorized agent, water system manager, Kittitas County legal, building department, WA Dept. Ecology/Health (0.17 hrs), Permit application review and extension accepted/denied (0.25 hrs), Environmental Health Management (0.17 hrs), Additional paperwork (0.17 hrs), Database entry (0.17 hrs), Database management (0.17), Informing applicant of approval status (0.17 hrs), and files management (0.17 hrs)	
Health Officer Time	0.083	\$118.00	\$9.79	Application intake (0.25 hrs), Database entry (0.25 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)	
Incidentals	1	\$43.20	\$43.20	Health Officer Consultation (0.083 hrs)	
Total Cost Recovery			<u>\$157.43</u>	Software license, Computer replacement, Vehicle replacement cost	
			\$ 165.00		SAME
			\$7.57		

**ADEQUATE WATER
SUPPLY
DETERMINATION
(LIMITED REVIEW)**

EH Professional Time	0.7	\$44.00	\$30.80		
Support Staff Time	0.45	\$24.00	\$10.80	Application review/assistance/research with applicant (0.25 hrs), Additional correspondence with (applicant, authorized agent, water system manager, Kittitas County legal, building department, WA Dept. Ecology/Health - 0.25 hrs), Database entry (0.05 hrs), Notifying applicant and building department of approval status (0.05 hrs), and archiving files (0.1 hrs)	
Health Officer Time	0.083	\$118.00	\$9.79	Application intake (0.15 hrs), Database entry (0.15 hrs), Receipting & handling monies (0.15 hrs)	
Incidentals	1	\$43.20	\$43.20	Health Officer Consultation (0.083 hrs)	
Total Cost Recovery			<u>\$94.59</u>	Software license, Computer replacement, Vehicle replacement cost	
			NEW FEE		\$95.00

**Kittitas County Public Health Department
Solid Waste Fee Schedule Calculations**

SOLID WASTE - GENERAL							
Fee	Item	Units	Rate	Total	Notes		
				2014	2013	Diff	2014 Proposed Fee
MSW Landfill							
	EH Professional Time	42.45	\$44.00	\$1,867.80			Application review and research (16.0 hrs), Total Est. travel time (4-6 inspections X 1.33 hrs), Site visit (4-6 X 1.0 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4-6 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
	Support Staff Time	1.6	\$24.00	\$38.40			Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20			Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$1,959.19	\$1,970.00	\$10.81	SAME
Transfer Station							
	EH Professional Time	32.05	\$44.00	\$1,410.20			Application review and research (4.0 hrs), Total Est. travel time (4-6 inspections X 1.33 hrs), Site visit (4-6 X 1.5 hr), Inspection report preparation (4-6 X 1.0 hr), Environmental Health Management (0.25 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
	Support Staff Time	1.6	\$24.00	\$38.40			Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20			Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$1,501.59	\$1,510.00	\$8.41	SAME

**Kittitas County Public Health Department
Solid Waste Fee Schedule Calculations**

Composting Site Level 1

EH Professional Time	23.35	\$44.00	\$1,027.40					Application review and research (3.0 hrs), Total Est. travel time (4 inspections X 1.33 hrs), Site visit (4 X 1.0 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.1	\$118.00	\$11.80					Health Officer Consultation (0.1 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,120.80</u>	\$1,130.00	\$9.20	SAME		

Composting Site Level 2

EH Professional Time	37.48	\$44.00	\$1,649.12					Application review and research (6.0 hrs), Total Est. travel time (6 inspections X 1.33 hrs), Site visit (6 X 1.5 hr), Environmental Health Management (1.5 hrs), Inspection report preparation (6 X 0.75 hrs), Review of environmental impact statements, annual complaints, waste stream source, and well monitoring or leachate test results (4 x 0.75 hr), Annual report review (2 hrs), Database entry (1.75 hr), and archiving files (1.75 hr)
Support Staff Time	3.63	\$24.00	\$87.12					Application intake (0.33 hrs), Database entry (0.5 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (2.0 hrs)
Health Officer Time	0.5	\$118.00	\$59.00					Health Officer Consultation (0.5 hrs)
Incidentals	1	\$163.20	\$163.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,958.44</u>	\$1,980.00	\$21.56	SAME		

Composting Site Level 3

EH Professional Time	62.14	\$44.00	\$2,734.16					Application review and research (10.0 hrs), Total Est. travel time (8 inspections X 1.33 hrs), Site visit (8 X 2.0 hr), Environmental Health Management (3.0 hrs), Inspection report preparation (8 X 1.0 hrs), Waste stream source and product delivery review (3.0 hrs), Review of environmental impact statements, annual complaints, and well monitoring or leachate test results (6 x 0.75 hr), Annual report review (3.0 hrs), Database entry (2.0 hrs), and archiving files (2.0 hrs)
Support Staff Time	4.63	\$24.00	\$111.12					Application intake (0.33 hrs), Database entry (0.5 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (3.0 hrs)
Health Officer Time	1	\$118.00	\$118.00					Health Officer Consultation (1.0 hr)
Incidentals	1	\$403.20	\$403.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$3,366.48</u>	\$3,390.00	\$23.52	SAME		currently no facilities under this fee, additional fees may apply

***Kittitas County Public Health Department
Solid Waste Fee Schedule Calculations***

**Kittitas County Public Health Department
Solid Waste Fee Schedule Calculations**

Digester

EH Professional Time	23.35	\$44.00	\$1,027.40					Application review and research (3.0 hrs), Total Est. travel time (4 inspections X 1.33 hrs), Site visit (4 X 1.0 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.1	\$118.00	\$11.80					Health Officer Consultation (0.1 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,120.80</u>	\$1,130.00	\$9.20	SAME		

Recycling Center

EH Professional Time	11.25	\$44.00	\$495.00					Application review and research (1.5 hrs), Total Est. travel time (4 inspections X 1.0 hr), Site visit (4 X 0.60 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4 X 0.5 hrs), Annual report review (0.25 hr), Database entry (0.5 hr), and archiving files (0.5 hr)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$586.39</u>	\$595.00	\$8.61	SAME		

Biosolids Utilization

EH Professional Time	23.35	\$44.00	\$1,027.40					Application review and research (3.0 hrs), Total Est. travel time (4 inspections X 1.33 hrs), Site visit (4 X 1.0 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,118.79</u>	\$1,130.00	\$11.21	SAME		

**Kittitas County Public Health Department
Solid Waste Fee Schedule Calculations**

**Demolition/Inert
Landfill Level 1**

EH Professional Time	23.35	\$44.00	\$1,027.40					Application review and research (3.0 hrs), Total Est. travel time (4 inspections X 1.33 hrs), Site visit (4 X 1.0 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,118.79</u>	\$1,130.00	\$11.21	SAME		

Wood waste

EH Professional Time	23.35	\$44.00	\$1,027.40					Application review and research (3.0 hrs), Total Est. travel time (4 inspections X 1.33 hrs), Site visit (4 X 1.0 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,118.79</u>	\$1,130.00	\$11.21	SAME		

Closed Landfill

EH Professional Time	23.35	\$44.00	\$1,027.40					Application review and research (3.0 hrs), Total Est. travel time (4 inspections X 1.33 hrs), Site visit (4 X 1.0 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,118.79</u>	\$1,130.00	\$11.21	SAME		

**Kittitas County Public Health Department
Solid Waste Fee Schedule Calculations**

**Limited Purpose
Landfill**

EH Professional Time	42.45	\$44.00	\$1,867.80					Application review and research (16.0 hrs), Total Est. travel time (4-6 inspections X 1.33 hrs), Site visit (4-6 X 1.0 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4-6 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,959.19</u>	\$1,970.00	\$10.81	SAME		

**Moderate Risk Waste
Facility Level 1**

EH Professional Time	34.65	\$44.00	\$1,524.60					Application review and research (6.5 hrs), Total Est. travel time (4-6 inspections X 1.33 hrs), Site visit (4-6 X 1.5 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4-6 X 1.0 hr), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,615.99</u>	\$1,625.00	\$9.01	SAME		

**Moderate Risk Waste
Facility Level 2**

EH Professional Time	83.88	\$44.00	\$3,690.72					Application review and research (10 hrs), Total Est. travel time (4-6 inspections X 1.33 hrs), Site visit (14 X 2.0 hr), Environmental Health Management (1.2 hrs), Inspection report preparation (4-6 X 1 hr), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (2 hrs), Database entry (1.5 hr), and archiving files (1.2 hr)
Support Staff Time	5.6	\$24.00	\$134.40					Application intake (0.4 hrs), Database entry (0.4 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (4 hrs)
Health Officer Time	3.25	\$118.00	\$383.50					Health Officer Consultation (3.25 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$4,251.82</u>	\$4,260.00	\$8.18	SAME		currently no facilities operating under this fee, therefore the fee may be adjusted based on actual amount of time spent

**Kittitas County Public Health Department
Solid Waste Fee Schedule Calculations**

Petroleum contaminated Soils (PCS)

EH Professional Time	23.35	\$44.00	\$1,027.40				Application review and research (3.0 hrs), Total Est. travel time (4 inspections X 1.33 hrs), Site visit (4 X 1.0 hr), Environmental Health Management (0.25 hrs), Inspection report preparation (4 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (4 x 1.0 hr), Annual report review (1.25 hr), Database entry (1.25 hr), and archiving files (1.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$1,118.79</u>	\$1,130.00	\$11.21	SAME	

New Application Review

EH Professional Time	42.14	\$44.00	\$1,854.16				Application review (several drafts, Ecology review, correspondence and technical assistance with applicant), research, reviewing public comments, public meetings (32.0 hrs), Total Est. travel time (2 trips X 1.33 hrs), Site visits (2 X 1.0 hr), Environmental Health Management (0.25 hrs), Site visit report preparation (2 X 0.75 hrs), Review of Environmental impact statements and well monitoring test results (2 x 1.0 hr), Database entry (0.75 hr), and archiving files (1.0 hr)
Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				*** SEPA fee will be paid separately to cover the cost of the SEPA process and newspaper postings. However, beyond 2 notices and 2 newspaper posting the applicant must re-pay the SEPA fee. Also, any hours spent working on the project over 42.9 hours, the applicant shall be billed at the departments hourly rate to achieve cost recovery.
Total Cost Recovery			<u>\$1,945.55</u>	\$1,955.00	\$9.45	SAME	Software license, Computer replacement, Vehicle replacement cost

**Kittitas County Public Health Department
Solid Waste Fee Schedule Calculations**

**Renewal Application
Review**

EH Professional Time	1.5	\$44.00	\$66.00				*** Comes in with annual permit fee, so actual hours have been reduced due to cost sharing - Application review and research (0.75 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hr), and archiving files (0.25 hr)
Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$157.39</u>	\$165.00	\$7.61	SAME	

Meth Lab Investigation

EH Professional Time	16.25	\$44.00	\$715.00				Site background review and research (liaison between: WA Dept. of Health, local law enforcement, and property owner; additional correspondence and technical assistance), responding to public comments and attending meetings if applicable (6.0 hrs), Environmental Health Management (0.25 hrs), Total Est. travel time (2 trips X 1.33 hrs), Site visits (2 X 1.0 hr), Site visit report preparation (2 X 1.0 hr), Review of Environmental impact statements and lab results (2 x 1.0 hr), Database entry (0.5 hr), and archiving files (0.75 hr)
Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$806.39</u>	\$815.00	\$8.61	SAME	

Inactive Facility

60% of Regular Permit Cost							
EH Professional Time	16.25	\$44.00	\$715.00				Site background review and research (liaison between: WA Dept. of Health, local law enforcement, and property owner; additional correspondence and technical assistance), responding to public comments and attending meetings if applicable (6.0 hrs), Environmental Health Management (0.25 hrs), Total Est. travel time (2 trips X 1.33 hrs), Site visits (2 X 1.0 hr), Site visit report preparation (2 X 1.0 hr), Review of Environmental impact statements and lab results (2 x 1.0 hr), Database entry (0.5 hr), and archiving files (0.75 hr)
Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost

***Kittitas County Public Health Department
Solid Waste Fee Schedule Calculations***

Total Cost Recovery

\$806.39

60% of regular fee

SAME

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

GENERAL							
Fee	Item	Units	Rate	Total			Notes
				2014	2013	Diff	2014 Proposed Fee
Septic Tank Pumper License							
	EH Professional Time	2.55	\$44.00	\$112.20			Application review and research (0.33 hrs), Scheduling inspection visit (0.25 hrs), Environmental Health Management (0.25 hrs), Inspection (0.75 hrs), Reviewing inspection results with licensee (0.17 hrs), Database entry (0.25 hrs), Issuing license (0.25), and archiving files (0.33 hrs)
	Support Staff Time	1.6	\$24.00	\$38.40			Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$46.20	\$46.20			Software license, Computer replacement, Vehicle replacement cost, Pumper license card
	Total Cost Recovery			\$206.59	\$215.00	\$8.41	SAME
On-Site Sewage System Installer Exam or License							
	EH Professional Time	2.55	\$44.00	\$112.20			Application and installer work history background review (0.33 hrs), Scheduling exam date and time (0.25 hrs), Proctor of exam (0.5 hrs), Evaluation of exam results (0.5 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hrs), Informing examinee of exam results/issuing license (0.25), and archiving files (0.33 hrs)
	Support Staff Time	1.6	\$24.00	\$38.40			Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$46.20	\$46.20			Software license, Computer replacement, Vehicle replacement cost, Pumper license card
	Total Cost Recovery			\$206.59	\$215.00	\$8.41	SAME

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

**On-Site Sewage System
Site Evaluation**

								Initial application review and research (0.75 hrs), Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (2.0 hrs), Site visit (1.0 hr), Correspondence with (applicant, septic designer, WA Dept. of Health - 1.0 hr), Environmental Health Management (0.33 hrs), Final application review and prep (0.5 hrs), Additional paperwork (0.5 hrs), Database entry (0.25 hrs), Informing septic designer of approval status (0.17 hrs), and archiving files (0.33 hrs)
EH Professional Time	7.13	\$44.00	\$313.72					
Support Staff Time	1.9	\$24.00	\$45.60					Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.084	\$118.00	\$9.91					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$412.43</u>	\$425.00	\$12.57		SAME	

**Multiple Site
Evaluations Same
Location (4 or more)**

								Initial application review and research (0.75 hrs), Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (1.0 hrs), Site visit (1.0 hr), Correspondence with (applicant, septic designer, WA Dept. of Health - 1.0 hr), Environmental Health Management (0.25 hrs), Final application review and prep (0.25 hrs), Additional paperwork (0.5 hrs), Database entry (0.25 hrs), Informing septic designer of approval status (0.15 hrs), and archiving files (0.25 hrs)
EH Professional Time	5.65	\$44.00	\$248.60					
Support Staff Time	1.82	\$24.00	\$43.68					Application intake (0.5 hrs), Database entry (0.25 hrs), Receipting & handling monies (0.80 hrs)
Health Officer Time	0.084	\$118.00	\$9.91					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$345.39</u>	NEW FEE			\$350.00	

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

**On-Site Sewage
Redesign Submittal
(Same Designer)**

Item	Units	Rate	Total	Notes
EH Professional Time	2.6	\$44.00	\$114.40	Initial application review, research, verify application is not expired (0.25 hrs), Correspondence with applicant, septic designer, WA Dept. of Health (0.5 hrs), Permit application review and modifications (0.5 hrs), Environmental Health Management (0.25 hrs), Additional paperwork (0.33 hrs), Database entry (0.25 hrs), Informing designer of approval/denied/changes needed status (0.25 hrs), and files management (0.25 hrs)
Support Staff Time	1.6	\$24.00	\$38.40	Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79	Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20	Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			\$205.79	
			\$185.00	
			(\$20.79)	
			\$210.00	

GRAVITY SYSTEM

Fee	Item	Units	Rate	Total	Notes
OSS System New/Repair Permit*					
	EH Professional Time	7.38	\$44.00	\$324.72	Initial application review and research (0.5 hrs), Review of site evaluation (0.25 hrs), Correspondence (applicant, septic designer, WA Dept. of Health - 0.5 hrs), Final application review and prep (0.45 hrs), Permit issuance (0.25 hrs), Informing septic designer of approval status (0.17 hrs), Scheduling final inspection and gathering paperwork (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (1.0 hr), Additional paperwork prep (0.5 hrs), Environmental Health Management (0.33 hrs), Final approval (0.25 hrs), Database entry (0.25 hrs), Informing septic designer/installer of approval status (0.17 hrs), and archiving files (0.33 hrs)
	Support Staff Time	1.9	\$24.00	\$45.60	Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79	Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20	Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$423.31	
				\$435.00	
				\$11.69	
				SAME	

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

**OSS System
Homeowner Design***

								Initial application review and research (0.5 hrs), Review of site evaluation (0.25 hrs), Correspondence (applicant, septic designer, WA Dept. of Health - 0.75 hrs), Final application review and prep (0.33 hrs), Environmental Health Management (0.33 hrs), Permit issuance (0.25 hrs), Informing septic designer of approval status (0.25 hrs), Scheduling final inspection (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (1.0 hr), Additional paperwork prep (0.5 hrs), Final approval (0.25 hrs), Database entry (0.25 hrs), Informing septic designer/installer of approval status (0.25 hrs), and archiving files (0.33 hrs)
EH Professional Time	3.08	\$44.00	\$135.52					
Support Staff Time	1.9	\$24.00	\$45.60					Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			\$234.11	\$245.00	\$10.89	SAME		

PRESSURE SYSTEM

Fee	Item	Units	Rate	Total				Notes
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**OSS System
New/Repair Permit**

								Initial application review and research (0.75 hrs), Review of site evaluation (0.25 hrs), Correspondence (applicant, septic designer, WA Dept. of Health - 0.5 hrs), Final application review and prep (0.75 hrs), Environmental Health Management (0.33 hrs), Permit issuance (0.25 hrs), Informing septic designer of approval status (0.17 hrs), Scheduling final inspection and gathering paperwork (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (1.25 hr), Additional paperwork prep (0.5 hrs), Final approval (0.25 hrs), Database entry (0.25 hrs), Informing septic designer/installer of approval status (0.17 hrs), and archiving files (0.33 hrs)
EH Professional Time	8.22	\$44.00	\$361.68					
Support Staff Time	1.9	\$24.00	\$45.60					Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			\$460.27	\$470.00	\$9.73	SAME		

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

ALTERNATIVE SYSTEM						
Fee	Item	Units	Rate	Total	Notes	
OSS System						
New/Repair Permit						
	EH Professional Time	9.83	\$44.00	\$432.52	Initial application review and research (0.75 hrs), Review of site evaluation (0.33 hrs), Correspondence (applicant, septic designer, WA Dept. of Health - 0.5 hr), Final application review and prep (1.0 hrs), Environmental Health Management (0.33 hrs), Permit issuance (0.33 hrs), Informing septic designer of approval status (0.17 hrs), Scheduling final inspection and gathering paper work (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (1.5 hr), Additional paperwork prep (0.75 hrs), Monitoring and maintenance agreements from property owner (0.5 hrs), Final approval (0.25 hrs), Database entry (0.50 hrs), Informing septic designer/installer of approval status (0.17 hrs), and archiving files (0.33 hrs)	
	Support Staff Time	1.9	\$24.00	\$45.60	Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)	
	Health Officer Time	0.083	\$118.00	\$9.79	Health Officer Consultation (0.083 hrs)	
	Incidentals	1	\$43.20	\$43.20	Software license, Computer replacement, Vehicle replacement cost	
	Total Cost Recovery			\$531.11	\$540.00	\$8.89 SAME

COMMUNITY SYSTEM						
Fee	Item	Units	Rate	Total	Notes	
OSS System						
New/Repair Permit						
	EH Professional Time	12.1	\$44.00	\$532.40	Initial application review, pre-app meeting, and research (1.0 hr), Review of site evaluation (0.33 hrs), Correspondence (applicant, septic designer, WA Dept. of Health - 1.0 hr), Final application review and prep (1.25 hrs), Environmental Health Management (0.33 hrs), Permit issuance (0.33 hrs), Informing septic designer of approval status (0.17 hrs), Scheduling final inspection and gathering paperwork (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (2.0 hrs), Additional paperwork prep (1.0 hrs), Monitoring and maintenance agreements from property owners (0.75 hrs), Final approval (0.25 hrs), Database entry (0.60 hrs), Informing septic designer/installer of approval status (0.17 hrs), and archiving files (0.50 hrs)	
	Support Staff Time	1.9	\$24.00	\$45.60	Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)	
	Health Officer Time	0.083	\$118.00	\$9.79	Health Officer Consultation (0.083 hrs)	
	Incidentals	1	\$43.20	\$43.20	Software license, Computer replacement, Vehicle replacement cost	

***Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations***

Total Cost Recovery

\$630.99 \$640.00 \$9.01 SAME

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

COMMERCIAL SYSTEM						
Fee	Item	Units	Rate	Total	Notes	
OSS System						
New/Repair Permit						
					Initial application review, pre-app meeting, and research (1.0 hr), Review of site evaluation (0.33 hrs), Correspondence (applicant, septic designer, WA Dept. of Health - 1.0 hr), Final application review and prep (1.25 hrs), Environmental Health Management (0.33 hrs), Permit issuance (0.33 hrs), Informing septic designer of approval status (0.17 hrs), Scheduling final inspection and gathering paperwork (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (2.0 hrs), Additional paperwork prep (1.0 hrs), Monitoring and maintenance agreements from property owners (0.75 hrs), Final approval (0.25 hrs), Database entry (0.60 hrs), Informing septic designer/installer of approval status (0.17 hrs), and archiving files (0.50 hrs)	
	EH Professional Time	12.1	\$44.00	\$532.40		
	Support Staff Time	1.9	\$24.00	\$45.60	Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)	
	Health Officer Time	0.083	\$118.00	\$9.79	Health Officer Consultation (0.083 hrs)	
	Incidentals	1	\$43.20	\$43.20	Software license, Computer replacement, Vehicle replacement cost	
	Total Cost Recovery			\$630.99	\$640.00	\$9.01 SAME

DRY CABIN						
Fee	Item	Units	Rate	Total	Notes	
Privy/Compost Toilet Permit						
					Initial application review and research (0.33 hrs), Correspondence (applicant, WA Dept. of Health - 0.5 hrs), Final application review and prep (0.33 hrs), Permit issuance (0.25 hrs), Informing property owner of approval status (0.17 hrs), Scheduling final inspection and gathering paperwork (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (0.66 hr), Additional paperwork prep (0.33 hrs), Environmental Health Management (0.33 hrs), Final approval (0.25 hrs), Database entry (0.25 hrs), Informing property owner of approval status (0.17 hrs), and archiving files (0.25 hrs)	
	EH Professional Time	6.22	\$44.00	\$273.68		
	Support Staff Time	1.9	\$24.00	\$45.60	Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)	
	Health Officer Time	0.083	\$118.00	\$9.79	Health Officer Consultation (0.083 hrs)	
	Incidentals	1	\$43.20	\$43.20	Software license, Computer replacement, Vehicle replacement cost	
	Total Cost Recovery			\$372.27	\$335.00	(\$37.27) \$375.00

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

Experimental Sewage System

							Initial application review, pre-app meeting, and research (1.0 hr), Review of site evaluation (0.33 hrs), Correspondence (applicant, septic designer, WA Dept. of Health - 1.25 hr), Final application review and prep (1.25 hrs), Environmental Health Management (2.08 hrs), Permit issuance (0.33 hrs), Informing septic designer of approval status (0.17 hrs), Scheduling final inspection and gathering paperwork (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (2.0 hrs), Additional paperwork prep (1.0 hrs), Monitoring and maintenance agreements from property owners (0.75 hrs), Final approval (0.25 hrs), Database entry (0.60 hrs), Informing septic designer/installer of approval status (0.17 hrs), and archiving files (0.50 hrs)
EH Professional Time	14.1	\$44.00	\$620.40				
Support Staff Time	1.9	\$24.00	\$45.60				Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$718.99</u>	\$730.00	\$11.01	SAME	

Greywater Wastewater Disposal System

							Initial application review and research (0.5 hrs), Review of site evaluation (0.25 hrs), Correspondence (applicant, septic designer, WA Dept. of Health - 0.5 hrs), Final application review and prep (0.45 hrs), Permit issuance (0.25 hrs), Informing septic designer of approval status (0.17 hrs), Scheduling final inspection and gathering paperwork (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (1.0 hr), Additional paperwork prep (0.5 hrs), Environmental Health Management (0.33 hrs), Final approval (0.25 hrs), Database entry (0.25 hrs), Informing septic designer/installer of approval status (0.17 hrs), and archiving files (0.33 hrs)
EH Professional Time	7.38	\$44.00	\$324.72				
Support Staff Time	1.9	\$24.00	\$45.60				Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$423.31</u>	\$435.00	\$11.69	SAME	

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

Incineration Toilet

							Initial application review and research (0.33 hrs), Correspondence (applicant, WA Dept. of Health - 0.5 hrs), Final application review and prep (0.33 hrs), Permit issuance (0.25 hrs), Informing property owner of approval status (0.17 hrs), Scheduling final inspection and gathering paperwork (0.25 hrs), Verifying that permit is still valid (0.17 hrs), Total Est. travel time (2.0 hrs), Site visit for final inspection (0.66 hr), Additional paperwork prep (0.33 hrs), Environmental Health Management (0.33 hrs), Final approval (0.25 hrs), Database entry (0.25 hrs), Informing property owner of approval status (0.17 hrs), and archiving files (0.25 hrs)
EH Professional Time	6.22	\$44.00	\$273.68				
Support Staff Time	1.9	\$24.00	\$45.60				Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$372.27</u>	\$380.00	\$7.73	SAME	

**Septic Tank
Replacement**

							Initial application review and research (0.33 hrs), Correspondence (applicant, septic installer, WA Dept. of Health - 0.5 hrs), Final application review and prep (0.33 hrs), Environmental Health Management (0.33 hrs), Permit issuance (0.25 hrs), Informing septic designer of approval status (0.17 hrs), Review inspection report from installer (0.17), Verifying that permit is still valid (0.17 hrs), Additional paperwork prep (0.25 hrs), Final approval (0.25 hrs), Database entry (0.25 hrs), Informing septic designer/installer of approval status (0.17 hrs), and archiving files (0.25 hrs)
EH Professional Time	3.43	\$44.00	\$150.92				
Support Staff Time	1.9	\$24.00	\$45.60				Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$249.51</u>	\$260.00	\$10.49	SAME	

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

Temporary Holding Tank

EH Professional Time	7.98	\$44.00	\$351.12				<p>Initial application review and research (0.75 hrs), Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (2.0 hrs), Site visit (1.5 hr), Correspondence with (applicant, septic designer, WA Dept. of Health - 1.0 hr), Environmental Health Management (0.68 hrs), Final application review and prep (0.5 hrs), Additional paperwork (0.5 hrs), Database entry (0.25 hrs), Informing septic designer of approval status (0.17 hrs), and archiving files (0.33 hrs)</p> <p>Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)</p> <p>Health Officer Consultation (0.083 hrs)</p> <p>Software license, Computer replacement, Vehicle replacement cost</p>
Support Staff Time	1.9	\$24.00	\$45.60				
Health Officer Time	0.083	\$118.00	\$9.79				
Incidentals	1	\$43.20	\$43.20				
Total Cost Recovery			<u>\$449.71</u>	\$460.00	\$10.29	SAME	

Design Archiving Fee

EH Professional Time	0.35	\$44.00	\$15.40				<p>The plan was for Admin staff to perform archiving activities; however, we are short on admin staff and professional staff have been performing these duties.</p>
Administrative Time	0.1	\$24.00	\$2.40				
Archiving Company Fee	1		\$0.00				
Total Cost Recovery			<u>\$17.80</u>	\$25.00	\$7.20	SAME	

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

Permit copy / Realtor request

EH Professional Time	0	\$44.00	\$0.00			
Support Staff Time	0.2	\$24.00	\$4.80			
Incidentals			\$0.00			
Total Cost Recovery			\$4.80	\$6.00	\$1.20	SAME

Search archives (0.083 hrs), Print out copies (0.33 hrs), Provide copies to requestor (0.017)

Long Plat Fee

EH Professional Time	14.75	\$44.00	\$649.00			
Support Staff Time	1.8	\$24.00	\$43.20			
Health Officer Time	0.25	\$118.00	\$29.50			
Incidentals	1	\$43.20	\$43.20			
Total Cost Recovery			\$764.90	\$725.00	(\$39.90)	\$765.00

Pre-application meetings (2.0 hrs), Initial application (review, file prep, research, comment letter prep to planner, letter issued to applicant to notify applicant of health department requirements for land subdivisions - 1.66 hrs), Scheduling site visit for soil logs and gathering paperwork (0.33 hrs), Total Est. travel time (2.0 hrs), Site visit (2.0 hr), Correspondence with (applicant, authorized agent, Kittitas County legel, WA Dept. of Health/Ecology - 2.0 hr), Study sessions and Public hearings (1.0 hr), Environmental Health Management (0.75 hrs), Review of proposed water systems and technical reports (1.0 hr), Request for final application review for signiture and recommendation for approval (0.75 hrs), Additional paperwork (0.5 hrs), Database entry (0.25 hrs), Informing planner of approval status (0.17 hrs), and archiving files (0.33 hrs)

Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Consultation (0.083 hrs)
Software license, Computer replacement, Vehicle replacement cost

**Kittitas County Public Health Department
On-Site Sewage Fee Schedule Calculations**

Short Plat Fee

							Pre-application meetings (1.0 hrs), Initial application (review, file prep, research, comment letter prep to planner, letter issued to applicant to notify applicant of health department requirements for land subdivisions - 1.25 hrs), Scheduling site visit for soil logs and gathering paperwork (0.33 hrs), Total Est. travel time (2.0 hrs), Site visit (1.0 hr), Correspondence with (applicant, authorized agent, Kittitas County legel, WA Dept. of Health/Ecology - 1.0 hr), Study sessions and Public hearings (0.25 hr), Environmental Health Management (0.75 hrs), Review of proposed water systems and technical reports (0.5 hr), Request for final application review for signature and recommendation for approval (0.5 hrs), Additional paperwork (0.33 hrs), Database entry (0.25 hrs), Informing planner of approval status (0.17 hrs), and archiving files (0.33 hrs)
EH Professional Time	9.65	\$44.00	\$424.60				
Support Staff Time	1.8	\$24.00	\$43.20				Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.25	\$118.00	\$29.50				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery Fee			<u>\$540.50</u>	\$470.00	(\$70.50)	\$545.00	

Boundary Line Adjustment

							Pre-application meetings (0.25 hrs), Initial application (review, file prep, research, comment letter prep to planner, letter issued to applicant to notify applicant of health department requirements for land subdivisions - 0.33 hrs), Correspondence with (applicant, authorized agent, Kittitas County legel, WA Dept. of Health/Ecology - 0.5 hrs), Study sessions and Public hearings (0.17 hr), Environmental Health Management (0.33 hrs), Additional paperwork (0.33 hrs), Database entry (0.17 hrs), Informing planner of approval status (0.17 hrs), and archiving files (0.25 hrs)
EH Professional Time	2.13	\$44.00	\$93.72				
Support Staff Time	1.9	\$24.00	\$45.60				Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$192.31</u>	\$205.00	\$12.69	SAME	

GENERAL FOOD SERVICE

Fee	Item	Units	Rate	Total			2014 Proposed Fee	Notes
				2014	2013	Diff		
Food Service Level 1								
	EH Professional Time	4.07	\$44.00	\$179.08				Initial application review and research (0.25 hrs), Review of permit application (0.17 hrs), Correspondence (applicant, owner, empolyees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.17 hrs), Scheduling inspection and gathering paperwork (0.25 hrs), Total Est. travel time (1.0 hrs), Site visit for yearly inspection (0.5 hr), Environmental Health Management (0.33 hrs), Additional paperwork prep (0.17 hrs), Database entry (0.25 hrs), archiving files (0.33 hrs), Foodborne Illness Outbreak Response (0.25)
	Support Staff Time	1.9	\$24.00	\$45.60				Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$277.67	\$285.00	\$7.33	SAME	
Food Service Level 2								
	EH Professional Time	7.21	\$44.00	\$317.24				Initial application review and research (0.25 hrs), Review of permit application (0.17 hrs), Correspondence (applicant, owner, empolyees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.25 hrs), Environmental Health Management (0.33 hrs), Scheduling inspection and gathering paperwork (2 x 0.25 hrs), Total Est. travel time (2 x 1.0 hrs), Site visit for yearly inspection (2 x 0.66 hr), Additional paperwork prep (2 x 0.25 hrs), Database entry (2 x 0.25 hrs), and archiving files (2 x 0.33 hrs), Foodborne Illness Outbreak Response (0.25)
	Support Staff Time	1.9	\$24.00	\$45.60				Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$415.83	\$425.00	\$9.17	SAME	

Food Service Level 3

EH Professional Time	9.09	\$44.00	\$399.96		Initial application review and research (0.5 hrs), Review of permit application (0.25 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.75 hrs), Final application review, prep, permit issuance and mailing (0.75 hrs), Scheduling inspection and gathering paperwork (2 x 0.25 hrs), Total Est. travel time (2 x 1.25 hrs), Site visit 2 inspections yearly (2 x 0.8 hr), Environmental Health Management (0.33 hrs), Additional paperwork prep (2 x 0.25 hrs), Database entry (2 x 0.25 hrs), and archiving files (2 x 0.33 hrs), Foodborne Illness Outbreak Response (0.25)
Support Staff Time	1.9	\$24.00	\$45.60		Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs)
Health Officer Time	0.083	\$118.00	\$9.79		Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20		Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			\$498.55	\$510.00	\$11.45 SAME

MOBILE FOOD SERVICE						
Fee	Item	Units	Rate	Total		Notes

Mobile Service Level 1

EH Professional Time	4.74	\$44.00	\$208.56		Initial application review and research (0.25 hrs), Review of permit application (0.17 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.17 hrs), Locating Mobile Unit, Scheduling inspection and gathering paperwork (0.75 hrs), Total Est. travel time (1.0 hrs), Site visit for yearly inspection (0.5 hr), Environmental Health Management (0.25 hrs), Additional paperwork prep (0.17 hrs), Database entry (0.25 hrs), archiving files (0.33 hrs), Foodborne Illness Outbreak Response (0.25)
Support Staff Time	1.8	\$24.00	\$43.20		Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79		Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20		Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			\$304.75	\$315.00	\$10.25 SAME

GROCERY STORE

Fee	Item	Units	Rate	Total				Notes
Large Grocery Service ≥ 5,000 Sq. Ft.								
	EH Professional Time	6.4	\$44.00	\$281.60				Initial application review and research (0.5 hrs), Review of permit application (0.25 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.33 hrs), Scheduling inspection and gathering paperwork (2 x 0.25 hrs), Total Est. travel time (2 x 0.5 hrs), Site visit for yearly inspection (2 x 0.5 hr), Environmental Health Management (0.25 hrs), Additional paperwork prep (2 x 0.33 hrs), Database entry (2 x 0.25 hrs), archiving files (2 x 0.33 hrs), Foodborne Illness Outbreak Response (0.25)
	Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			<u>\$372.99</u>	\$380.00	\$7.01	SAME	
Meat/Seafood Department								
	EH Professional Time	6.9	\$44.00	\$303.60				Initial application review and research (0.5 hrs), Review of permit application (0.25 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.33 hrs), Scheduling inspection and gathering paperwork (2 x 0.25 hrs), Total Est. travel time (2 x 0.5 hrs), Site visit for yearly inspection (2 x 0.75 hr), Environmental Health Management (0.25 hrs), Additional paperwork prep (2 x 0.33 hrs), Database entry (2 x 0.25 hrs), archiving files (2 x 0.33 hrs), Foodborne Illness Outbreak Response (0.25)
	Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			<u>\$394.99</u>	\$405.00	\$10.01	SAME	

Deli Department

								Initial application review and research (0.5 hrs), Review of permit application (0.25 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.33 hrs), Scheduling inspection and gathering paperwork (2 x 0.25 hrs), Total Est. travel time (2 x 0.5 hrs), Site visit for yearly inspection (2 x 0.5 hr), Environmental Health Management (0.25 hrs), Additional paperwork prep (2 x 0.33 hrs), Database entry (2 x 0.25 hrs), archiving files (2 x 0.33 hrs), Foodborne Illness Outbreak Response (0.25)
EH Professional Time	6.4	\$44.00	\$281.60					
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$372.99</u>	\$380.00	\$7.01	SAME		

Bakery Department

								Initial application review and research (0.5 hrs), Review of permit application (0.25 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.33 hrs), Scheduling inspection and gathering paperwork (2 x 0.25 hrs), Total Est. travel time (2 x 0.5 hrs), Site visit for yearly inspection (2 x 0.5 hr), Environmental Health Management (0.25 hrs), Additional paperwork prep (2 x 0.33 hrs), Database entry (2 x 0.25 hrs), archiving files (2 x 0.33 hrs), Foodborne Illness Outbreak Response (0.25)
EH Professional Time	6.4	\$44.00	\$281.60					
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			<u>\$372.99</u>	\$380.00	\$7.01	SAME		

Grocery Espresso

EH Professional Time	6.4	\$44.00	\$281.60					Initial application review and research (0.5 hrs), Review of permit application (0.25 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.33 hrs), Scheduling inspection and gathering paperwork (2 x 0.25 hrs), Total Est. travel time (2 x 0.5 hrs), Site visit for yearly inspection (2 x 0.5 hr), Environmental Health Management (0.25 hrs), Additional paperwork prep (2 x 0.33 hrs), Database entry (2 x 0.25 hrs), archiving files (2 x 0.33 hrs), Foodborne Illness Outbreak Response (0.25)
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			\$372.99	\$380.00	\$7.01	SAME		

Meat/Seafood Market or Store (with no other food permits)

Fee	Item	Units	Rate	Total				Notes
Meat/Seafood Market or Store								
	EH Professional Time	7.4	\$44.00	\$325.60				Initial application review and research (0.5 hrs), Review of permit application (0.25 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.33 hrs), Scheduling inspection and gathering paperwork (2 x 0.25 hrs), Total Est. travel time (2 x 1.0 hrs), Site visit for yearly inspection (2 x 0.5 hr), Environmental Health Management (0.25 hrs), Additional paperwork prep (2 x 0.33 hrs), Database entry (2 x 0.25 hrs), archiving files (2 x 0.33 hrs), Foodborne Illness Outbreak Response (0.25)
	Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$416.99	\$425.00	\$8.01	SAME	

CATERING

Fee	Item	Units	Rate	Total				Notes
Catering								
	EH Professional Time	8.15	\$44.00	\$358.60				Initial application review and research (0.25 hrs), Review of permit application (0.17 hrs), Correspondence (applicant, owner, empolyees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.25 hrs), Environmental Health Management (0.25 hrs), Locating Catering Event, Scheduling inspection, and gathering paperwork (2 x 0.75 hrs), Total Est. travel time (2 x 1.0 hrs), Site visit for yearly inspection (2 x 0.66 hr), Additional paperwork prep (2 x 0.25 hrs), Database entry (2 x 0.25 hrs), archiving files (2 x 0.33 hrs), Foodborne Illness Outbreak Response (0.25) Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs) Health Officer Consultation (0.083 hrs) Software license, Computer replacement, Vehicle replacement cost
	Support Staff Time	1.6	\$24.00	\$38.40				
	Health Officer Time	0.083	\$118.00	\$9.79				
	Incidentals	1	\$43.20	\$43.20				
	Total Cost Recovery			<u>\$449.99</u>	\$410.00	(\$39.99)	\$450.00	
Supplemental Catering								
	EH Professional Time	4.07	\$44.00	\$179.08				Initial application review and research (0.25 hrs), Review of permit application (0.17 hrs), Correspondence (applicant, owner, empolyees, WA Dept. of Health - 0.5 hrs), Final application review, prep, permit issuance and mailing (0.17 hrs), Scheduling inspection and gathering paperwork (0.25 hrs), Total Est. travel time (1.0 hrs), Site visit for yearly inspection (0.5 hr), Environmental Health Management (0.33 hrs), Additional paperwork prep (0.17 hrs), Database entry (0.25 hrs), archiving files (0.33 hrs), Foodborne Illness Outbreak Response (0.25) Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs) Health Officer Consultation (0.083 hrs) Software license, Computer replacement, Vehicle replacement cost
	Support Staff Time	1.9	\$24.00	\$45.60				
	Health Officer Time	0.083	\$118.00	\$9.79				
	Incidentals	1	\$43.20	\$43.20				
	Total Cost Recovery Fee			<u>\$277.67</u>	\$290.00	\$12.33	SAME	

COMMISSARY KITCHEN (with no other food permits)

Fee	Item	Units	Rate	Total				Notes
Public Commissary Plan Review								
	EH Professional Time	2.59	\$44.00	\$113.96				Application review and research (0.25 hrs), Scheduling inspection visit (0.25 hrs), Inspection (0.75 hrs), Reviewing inspection results with licensee (0.17 hrs), Database entry (0.25 hrs), Environmental Health Management (0.17 hrs), Issuing license (0.25), archiving files (0.25 hrs), Foodborne Illness Outbreak Response (0.25)
	Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$205.35	\$215.00	\$9.65	SAME	

Food Service Plan and Menu Review

Fee	Item	Units	Rate	Total				Notes
New Construction								
	EH Professional Time	6.4	\$44.00	\$281.60				Initial application/plan review and research (0.5 hrs), Review of permit application (0.33 hrs), Menu Review (0.33), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.75 hrs), Final application/plan review, prep, permit issuance and mailing (0.33 hrs), Scheduling pre-inspection and gathering paperwork (0.25 hrs), Total Est. travel time (1.5 hrs), Site visit for pre-inspection and follow-up (1.0 hr), Environmental Health Management (0.25 hrs), Additional paperwork prep (0.33 hrs), Database entry (0.25 hrs), archiving files (0.33 hrs), Foodborne Illness Outbreak Response (0.25)
	Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79				Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$372.99	\$380.00	\$7.01	SAME	

Reopening

	EH Professional Time	1.05	\$44.00	\$46.20				Application review, research prep, permit issuance and mailing (0.25 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.08 hrs), Scheduling inspection and gathering paperwork (0.08 hrs), Total Est. travel time (0.25 hrs), Site visit for inspection (0.33 hr), Environmental Health Management (0.08 hrs), Additional paperwork prep (0.08 hrs), Database entry (0.08 hrs), and archiving files (0.08 hrs)
	Support Staff Time	0.56	\$24.00	\$13.44				Application intake (0.17 hrs), Database entry (0.17 hrs), Receipting & handling monies (0.17 hrs), Data Assessment (0.05 hrs)
	Health Officer Time	0.05	\$118.00	\$5.90				Health Officer Consultation (0.05 hrs)
	Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement cost
	Total Cost Recovery			\$108.74	\$110.00	\$1.26	SAME	

HACCP Technical Assistance Plan Review

	EH Professional Time	7.07	\$44.00	\$311.08				Initial application review and research (0.75 hrs), Review of permit application (0.5 hrs), Menu Review (0.5), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.75 hrs), Final plan, menu, and permit application review, prep, permit issuance and mailing (0.5 hrs), Scheduling meeting with applicant (0.25 hrs), Total Est. travel time (1.0 hrs), Site visit to provide technical assistance (0.66 hr), Environmental Health Management (1.0 hrs), Additional paperwork prep (0.33 hrs), Database entry (0.25 hrs), archiving files (0.33 hrs), Foodborne Illness Outbreak Response (0.25)
	Support Staff Time	1.6	\$24.00	\$38.40				Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.58	\$118.00	\$68.44				Health Officer Consultation (0.58 hrs)
	Incidentals	1	\$43.20	\$43.20				Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$461.12	\$470.00	\$8.88	SAME	

Market/Seasonal/Temporary Event

Fee	Item	Units	Rate	Total				Notes
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Farmer's Market									
	EH Professional Time	2.1	\$44.00	\$92.40					Application review, research prep, permit issuance and mailing (0.25 hrs), Correspondence (applicant, owner, empolyees, WA Dept. of Health - 0.25 hrs), Scheduling inspection and gathering paperwork (0.17 hrs), Total Est. travel time (0.33 hrs), Site visit for yearly inspection (0.5 hr), Environmental Health Management (0.17 hrs), Additional paperwork prep (0.17 hrs), Database entry (0.17 hrs), and archiving files (0.17 hrs) Application intake (0.25 hrs), Database entry (0.25 hrs), Receipting & handling monies (0.6 hrs), Data Assessment (0.1 hrs) Health Officer Consultation (0.05 hrs)
	Support Staff Time	1.2	\$24.00	\$28.80					
	Health Officer Time	0.05	\$118.00	\$5.90					
	Incidentals	\$1.00	\$43.20	\$43.20					
	Total Cost Recovery			\$170.30	\$175.00	\$4.70	SAME		

Temporary Food Service Level 1 (Demonstration/Tasting Single Event)

	EH Professional Time	X	\$44.00					
	Support Staff Time	X	\$24.00					
	Health Officer Time	X	\$118.00					
	Incidentals							
	Total Cost Recovery				60% of Temporary Food Service Level 2 Fee		\$55.00	

Temporary Food Service Level 2 (Single event)

	EH Professional Time	1.05	\$44.00	\$46.20					Application review, research prep, permit issuance and mailing (0.25 hrs), Correspondence (applicant, owner, empolyees, WA Dept. of Health - 0.08 hrs), Scheduling inspection and gathering paperwork (0.08 hrs), Total Est. travel time (0.25 hrs), Site visit for inspection (0.33 hr), Environmental Health Management (0.08 hrs), Additional paperwork prep (0.08 hrs), Database entry (0.08 hrs), and archiving files (0.08 hrs) Application intake (0.17 hrs), Database entry (0.17 hrs), Receipting & handling monies (0.17 hrs), Data Assessment (0.05 hrs) Health Officer Consultation (0.05 hrs) Software license, Computer replacement cost
	Support Staff Time	0.56	\$24.00	\$13.44					
	Health Officer Time	0.05	\$118.00	\$5.90					
	Incidentals	1	\$21.34	\$21.34					
	Total Cost Recovery			\$86.88	\$90.00	\$3.12	SAME		

**Temporary Food Service
Level 3 (Fair, carnival,
festival)**

	EH Professional Time	3.91	\$44.00	\$172.04						Application review, research prep, permit issuance and mailing (0.25 hrs), Correspondence (applicant, owner, employees, WA Dept. of Health - 0.33 hrs), Scheduling inspection and gathering paperwork (0.1 hrs x 5), Total Est. travel time (0.1 hrs x 5), Site visit for daily inspection (0.25 hrs x 5), Environmental Health Management (0.33 hrs), Additional paperwork prep (0.25 hrs), Database entry (0.25 hrs), and archiving files (0.25 hrs) Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.3 hrs) Health Officer Consultation (0.083 hrs) Software license, Computer replacement, Vehicle replacement cost
	Support Staff Time	1.8	\$24.00	\$43.20						
	Health Officer Time	0.083	\$118.00	\$9.79						
	Incidentals	1	\$21.34	\$21.34						
	Total Cost Recovery			\$246.37	\$255.00	\$8.63	SAME			

School Food Service Inspection

Fee	Item	Units	Rate	Total					Notes
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**K-12 School Kitchen
Inspection**

	EH Professional Time	2.5	\$44.00	\$110.00						File review, scheduling site visit - 0.17 hrs, Total Est. travel time (1.0 hr), Site visit inspection (0.5 hrs), Reviewing inspection results with interested parties (0.17 hrs), Database entry (0.17 hrs), Environmental Health Management (0.17 hrs), Correspondence with interested parties (0.17), and archiving files (0.17 hrs) Receipting & handling monies (0.60 hrs), Data Assessment (0.1 hrs) Health Officer Consultation (0.05 hrs) Software license, Computer replacement, Vehicle replacement cost
	Support Staff Time	0.7	\$24.00	\$16.80						
	Health Officer Time	0.05	\$118.00	\$5.90						
	Incidentals	1	\$43.20	\$43.20						
	Total Cost Recovery			\$175.90	\$180.00	\$4.10	SAME			

Food Safety Education

Fee	Item	Units	Rate	Total					Notes
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**Food & Beverage Permit
Replacement**

	Support Staff Time	0.25	\$24.00	\$6.00					
	Incidentals			\$0.00					
	Total Cost Recovery			\$6.00	\$6.00	\$0.00	SAME		

**Kittitas County Public Health Department
Living Environment Fee Schedule Calculations**

CAMP							
Fee	Item	Units	Rate	Total	Notes		
Camp				2014	2013	Diff	2014 Proposed Fee
	EH Professional Time	7.05	\$44.00	\$310.20			Initial application review and research (0.5 hrs), Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (1.5 hrs), Inspection visit (2.1 hrs), Correspondence with (applicant, authorized agent, WA Dept. of Health - 0.75 hrs), Final application review inspection report and prep (0.66 hrs), Environmental Health Management (0.25 hrs), Additional paperwork (0.33 hrs), Database entry (0.25 hrs), Informing applicant of approval status and mailing permit (0.17 hrs), and archiving files (0.33 hrs)
	Support Staff Time	1.6	\$24.00	\$38.40			Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20			Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$401.59	\$410.00	\$8.41	SAME
Park							
	EH Professional Time	5.15	\$44.00	\$226.60			Initial application review and research (0.5 hrs), Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (1.33 hrs), Inspection visit (1.0 hr), Correspondence with (applicant, authorized agent, WA Dept. of Health - 0.5 hrs), Environmental Health Management (0.25 hrs), Final application review inspection report and prep (0.33 hrs), Additional paperwork (0.25 hrs), Database entry (0.25 hrs), Informing applicant of approval status and mailing permit (0.17 hrs), and archiving files (0.33 hrs)
	Support Staff Time	1.6	\$24.00	\$38.40			Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20			Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$317.99	\$325.00	\$7.01	SAME

**Kittitas County Public Health Department
Living Environment Fee Schedule Calculations**

SCHOOL HEALTH & SAFETY INSPECTIONS							
Fee	Item	Units	Rate	Total	Notes		
0-100 Students				2013	2012	Diff	2013 Proposed Fee
							Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (0.75 hr), Inspection visit (0.33 hrs), Correspondence with (School district - 0.17 hrs), Inspection report and prep (0.33 hrs), Additional paperwork (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hrs), Informing school district of inspection report (0.17 hrs), and archiving files (0.25 hrs)
	EH Professional Time	2.92	\$44.00	\$128.48			
	Support Staff Time	0.85	\$24.00	\$20.40			Receiving & handling monies (0.75 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20			Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$201.87	\$205.00	\$3.13	SAME
101-200 Students							
							Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (1.25 hrs), Inspection visit (1.0 hrs), Correspondence with (School district - 0.33 hrs), Inspection report and prep (0.33 hrs), Additional paperwork (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hrs), Informing school district of inspection report (0.17 hrs), and archiving files (0.25 hrs)
	EH Professional Time	4	\$44.00	\$176.00			
	Support Staff Time	0.85	\$24.00	\$20.40			Receiving & handling monies (0.75 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20			Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$249.39	\$255.00	\$5.61	SAME
201-500 Students							
							Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (1.25 hrs), Inspection visit (2.25 hrs), Correspondence with (School district - 0.66 hrs), Inspection report and prep (0.33 hrs), Additional paperwork (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hrs), Informing school district of inspection report (0.17 hrs), and archiving files (0.33 hrs)
	EH Professional Time	5.5	\$44.00	\$242.00			
	Support Staff Time	0.85	\$24.00	\$20.40			Receiving & handling monies (0.75 hrs), Data Assessment (0.1 hrs)
	Health Officer Time	0.083	\$118.00	\$9.79			Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$43.20	\$43.20			Software license, Computer replacement, Vehicle replacement cost
	Total Cost Recovery			\$315.39	\$320.00	\$4.61	SAME

**Kittitas County Public Health Department
Living Environment Fee Schedule Calculations**

501-1000 Students

									Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (1.25 hrs), Inspection visit (4.5 hrs), Correspondence with (School district - 1.0 hrs), Inspection report and prep (0.5 hrs), Additional paperwork (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hrs), Informing school district of inspection report (0.17 hrs), and archiving files (0.33 hrs)
EH Professional Time	8.5	\$44.00	\$374.00						Receiving & handling monies (0.75 hrs), Data Assessment (0.1 hrs)
Support Staff Time	0.85	\$24.00	\$20.40						Health Officer Consultation (0.083 hrs)
Health Officer Time	0.083	\$118.00	\$9.79						Software license, Computer replacement, Vehicle replacement cost
Incidentals	1	\$43.20	\$43.20						
Total Cost Recovery			\$447.39	\$450.00	\$2.61	SAME			

>1000 Students

									Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (1.25 hr), Inspection visit (9.0 hrs), Correspondence with (School district - 1.25 hrs), Inspection report and prep (0.5 hrs), Additional paperwork (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hrs), Informing school district of inspection report (0.17 hrs), and archiving files (0.33 hrs)
EH Professional Time	13.3	\$44.00	\$585.20						Receiving & handling monies (0.75 hrs), Data Assessment (0.1 hrs)
Support Staff Time	0.85	\$24.00	\$20.40						Health Officer Consultation (0.083 hrs)
Health Officer Time	0.083	\$118.00	\$9.79						Software license, Computer replacement, Vehicle replacement cost
Incidentals	1	\$43.20	\$43.20						
Total Cost Recovery			\$658.59	\$665.00	\$6.41	SAME			

PUBLIC POOL & SPA						
Fee	Item	Units	Rate	Total		Notes

**Pool, Spa, Wading or
Spray Pool: Open LESS
THAN 6 MONTHS**

									Initial application review and research (0.5 hrs), Scheduling site visit and gathering paperwork (0.25 hrs), Total Est. travel time (1.33 hrs), Inspection visit (0.75 hrs), Correspondence with (applicant, authorized agent, WA Dept. of Health - 0.33 hrs), Final application review, inspection report and prep (0.33 hrs), Additional paperwork (0.17 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hrs), Informing applicant of approval status and mailing permit (0.17 hrs), and archiving files (0.33 hrs)
EH Professional Time	4.65	\$44.00	\$204.60						Application intake (0.33 hrs), Database entry (0.33 hrs), Receiving & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Support Staff Time	1.6	\$24.00	\$38.40						Health Officer Consultation (0.083 hrs)
Health Officer Time	0.083	\$118.00	\$9.79						Software license, Computer replacement, Vehicle replacement cost
Incidentals	1	\$43.20	\$43.20						
Total Cost Recovery			\$295.99	\$280.00	(\$15.99)	\$300.00			

***Kittitas County Public Health Department
Living Environment Fee Schedule Calculations***

**Kittitas County Public Health Department
Living Environment Fee Schedule Calculations**

**Pool, Spa, Wading or
Spray Pool: Open 6-12
Months**

								Initial application review and research (0.5 hrs), Scheduling site visit and gathering paperwork (2 x 0.25 hrs), Total Est. travel time (2 x 1.33 hrs), Inspection visit (2 x 0.75 hrs), Correspondence with (applicant, authorized agent, WA Dept. of Health - 0.66 hrs), Final application review, inspection report and prep (0.66 hrs), Additional paperwork (0.33 hrs), Environmental Health Management (0.25 hrs), Database entry (0.25 hrs), Informing applicant of approval status and mailing permit (0.17 hrs), and archiving files (0.33 hrs)
EH Professional Time	7.85	\$44.00	\$345.40					
Support Staff Time	1.6	\$24.00	\$38.40					Application intake (0.33 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.1 hrs)
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			\$436.79	\$400.00	(\$36.79)	\$440.00		

**NEW CONSTRUCTION
(POOL, SPA, WADING
OR SPRAY POOL)**

								Initial application/plan review and research (0.5 hrs), Review of permit application (0.50 hrs), Plan Review (0.50), Correspondence (applicant, owner, employees, WA Dept. of Health - 2.5 hrs), Final application/plan review, prep, permit issuance and mailing (0.33 hrs), Scheduling pre-inspection and gathering paperwork (0.25 hrs), Total Est. travel time (1.5 hrs), Site visit for pre-inspection and follow-up (1.0 hr), Environmental Health Management (0.25 hrs), Additional paperwork prep (0.25 hrs), Database entry (0.25 hrs), archiving files (0.33 hrs)
EH Professional Time	8.16	\$44.00	\$359.04					
Support Staff Time		\$24.00	\$0.00					covered in annual permit application
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	1	\$43.20	\$43.20					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			\$412.03	NEW FEE		\$415.00		

**SMOKING IN PUBLIC PLACES ENFORCEMENT
RE-INSPECTION AFTER VIOLATION**

								travel time (0.5 hrs), inspection time (0.5 hrs), data entry (0.25 hrs)
EH Professional Time	1.25	\$44.00	\$55.00					
Support Staff Time	0	\$24.00	\$0.00					
Health Officer Time	0.083	\$118.00	\$9.79					Health Officer Consultation (0.083 hrs)
Incidentals	0.25	\$43.20	\$10.80					Software license, Computer replacement, Vehicle replacement cost
Total Cost Recovery			\$75.59	\$	75.00	\$	(0.59)	\$
								80.00