

**SUBJECT:** Proposed Changes to Building & Safety Division Fees for FY21

The Building & Safety Division proposes to raise fees across the board by 3% to keep pace with increases in operational expenditures. An additional 5% increase to fund identified staffing needs is proposed to Section 2 - Building and Safety Fees. The total proposed increase to Section 2 – Building and Safety Fees is 8%.

The proposed 5% increase to Section 2 fees was determined by using the fee model developed during the 2019 Land Development Team (LDT) Fee Study. The two positions that are being proposed to be funded through fee increases are a 1 FTE Building Inspector and a 0.50 FTE Applications Administrator. The consultant who conducted the study added the new positions into the fee model and determined an increase of 5% on Building and Safety fees would be necessary to offset the increase in costs. The tables below show the costing for the positions, both combined and individually.

All dollar amounts and substantive text revisions to Building and Safety Division fees are noted in tracked changes.

CITY OF SANTA BARABARA SUMMARY OF UPDATED EXPENSES SCENARIO - 0.50 FTE APPLICATIONS ADMINISTRATOR AND 1.0 FTE BUILDING INSPECTOR					
REF #	SERVICE TITLE	18-19 COST	UPDATED COST	DIFFERENCE	PERCENT CHANGE
T-600	BUILDING PLAN CHECK/INSPECTION	\$3,605,472	\$3,830,272	\$224,800	
T-800	RECORDS MANAGMENT/SCANNING	\$342,422	\$341,521	(\$901)	
T-800A	CASHIER SERVICES	\$126,864	\$126,531	(\$333)	
T-801	PLAN SCANNING	\$38,060	\$37,960	(\$100)	
T-802	BUILDING/PUBLIC WORKS TECHNOLOGY	\$281,379	\$281,379	\$0	
T-805	ARCHIVED PLANS DUPLICATION	\$38,949	\$38,892	(\$57)	
T-806	RECORD CERTIFICATION	\$189	\$189	\$0	
<b>SUBTOTAL - BUILDING &amp; SAFETY</b>		<b>\$4,433,335</b>	<b>\$4,656,744</b>	<b>\$223,409</b>	<b>5.04%</b>
ADDED ACCELA ADMINISTRATOR COSTS TO BUILDING PLAN CHECK/INSPECTION (T-600)					
ADDED BUILDING INSPECTOR TO BUILDING INSPECTION ADMIN (55%) AND BUILDING INSPECTION (45%) TO MATCH THE TIME ALLOCATION OF THE OTHER INSPECTORS PERFORMING PERMIT INSPECTIONS.					

CITY OF SANTA BARABARA SUMMARY OF UPDATED EXPENSES SCENARIO - 0.50 FTE APPLICATIONS ADMINISTRATOR					
REF #	SERVICE TITLE	18-19 COST	UPDATED COST	DIFFERENCE	PERCENT CHANGE
T-600	BUILDING PLAN CHECK/INSPECTION	\$3,605,472	\$3,675,472	\$70,000	
T-800	RECORDS MANAGMENT/SCANNING	\$342,422	\$342,422	\$0	
T-800A	CASHIER SERVICES	\$126,864	\$126,864	\$0	
T-801	PLAN SCANNING	\$38,060	\$38,060	\$0	
T-802	BUILDING/PUBLIC WORKS TECHNOLOGY	\$281,379	\$281,379	\$0	
T-805	ARCHIVED PLANS DUPLICATION	\$38,949	\$38,949	\$0	
T-806	RECORD CERTIFICATION	\$189	\$189	\$0	
<b>SUBTOTAL - BUILDING &amp; SAFETY</b>		<b>\$4,433,335</b>	<b>\$4,503,335</b>	<b>\$70,000</b>	<b>1.58%</b>
ADDED ACCELA ADMINISTRATOR COSTS TO BUILDING PLAN CHECK/INSPECTION (T-600)					

CITY OF SANTA BARABARA  
SUMMARY OF UPDATED EXPENSES  
**SCENARIO - 1.0 FTE BUILDING INSPECTOR**

REF #	SERVICE TITLE	18-19 COST	UPDATED COST	DIFFERENCE	PERCENT CHANGE
T-600	BUILDING PLAN CHECK/INSPECTION	\$3,605,472	\$3,760,272	\$154,800	
T-800	RECORDS MANAGMENT/SCANNING	\$342,422	\$341,521	(\$901)	
T-800A	CASHIER SERVICES	\$126,864	\$126,531	(\$333)	
T-801	PLAN SCANNING	\$38,060	\$37,960	(\$100)	
T-802	BUILDING/PUBLIC WORKS TECHNOLOGY	\$281,379	\$281,379	\$0	
T-805	ARCHIVED PLANS DUPLICATION	\$38,949	\$38,892	(\$57)	
T-806	RECORD CERTIFICATION	\$189	\$189	\$0	
<b>SUBTOTAL - BUILDING &amp; SAFETY</b>		<b>\$4,433,335</b>	<b>\$4,586,744</b>	<b>\$153,409</b>	<b>3.46%</b>

ADDED BUILDING INSPECTOR TO BUILDING INSPECTION ADMIN (55%) AND BUILDING INSPECTION (45%)  
TO MATCH THE TIME ALLOCATION OF THE OTHER INSPECTORS PERFORMING PERMIT INSPECTIONS.