

**SUBMITTAL TO THE FLOOD CONTROL AND  
WATER CONSERVATION DISTRICT BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**FROM:** General Manager-Chief Engineer

**SUBMITTAL DATE:**  
June 16, 2015

**SUBJECT:** Set Public Hearing Date Concerning FY 2015-2016 Rates for Vehicles, Equipment and Administrative Costs; District All; [Total Cost \$0]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Accept the rates for vehicles, equipment and administrative costs contained in the following listed exhibits, dated June 30, 2015, for the referenced District funds; and
2. Instruct the Clerk of the Board to advertise for a public hearing to be held at 10:30 a.m. on June 30, 2015 at a regular meeting of the Board to consider approval and adoption of said rates.

**BACKGROUND:**

**Summary**

Ordinance 671 requires fully burdened rates charged to the public and District Divisions be approved and adopted by the Board of Supervisors. District rates were last submitted for approval on September 30, 2014. The District re-evaluated the Board approved rates while considering the effects of a stabilizing economy on the revenue and expense streams of the various funds and

Continued on Page 2.

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**WARREN D. WILLIAMS**  
General Manager-Chief Engineer

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ N/A	\$ N/A	\$ N/A	\$ N/A	Consent <input type="checkbox"/> Policy <input type="checkbox"/>
NET DISTRICT COST	\$ N/A	\$ N/A	\$ N/A	\$ N/A	

<b>SOURCE OF FUNDS:</b> N/A	<b>Budget Adjustment:</b> N/A
	<b>For Fiscal Year:</b> 2015-16

**C.E.O. RECOMMENDATION:**

APPROVE  
  
BY: Steven C. Horn

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

FISCAL PROCEDURES APPROVED  
JEANINE J. REY, FINANCE DIRECTOR  
BY Jeanine J. Rey 5/20/15  
JEANINE J. REY  
Departmental Concurrence

- A-30
- 4/5 Vote
- Positions Added
- Change Order

**Prev. Agn. Ref.:** | **District:** All | **Agenda Number:**

**11-5**

**SUBMITTAL TO THE FLOOD CONTROL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

**FORM 11:** Set Public Hearing Date Concerning FY 2015-2016 Rates for Vehicles, Equipment and Administrative Costs; District All; [Total Cost \$0]

**DATE:** June 16, 2015

**PAGE:** Page 2 of 2

**BACKGROUND:**

**Summary (continued)**

factoring the trends of cost recovery into the evaluation of the proposed rates presented as an attachment to this Form 11.

The calculated rates for these listed funds were developed in conformance with standard cost accounting guidelines and are intended to fully recover the replacement costs of vehicles and equipment, as well as the cost of services and the administration of these funds. The District will continue to annually evaluate and monitor the balance between unrestricted net assets and unrestricted cash while making provisions for working capital reserves, capital replacement reserves and contingency or economic uncertainty reserves in each fund.

**Impact on Residents and Businesses**

The District is proposing rate changes for the following funds:

A reduction to the administrative overhead rate is proposed for Fund 40670, Encroachment Permits, primarily due to decreasing activity in this function.

An increase in the hourly rates is proposed for Fund 48080, Data Processing. The proposed rate increase of 20% is necessary to cover the average increase in RCIT Internal Service Fund charges of 21%.

**ATTACHMENTS (if needed, in this order:)**

Attachment A – Fund 15000 Special Accounting

Attachment B – Fund 40650 Photogrammetry Operations

Attachment C – Fund 40660 Subdivision Operations

Attachment D – Fund 40670 Encroachment Permits

Attachment E – Fund 48020 Garage/Fleet Operations

Attachment F – Fund 48040 Project Maintenance Operations

Attachment G – Fund 48060 Mapping Services

Attachment H – Fund 48080 Data Processing

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ATTACHMENT A  
FUND 15000 – SPECIAL ACCOUNTING  
ADMINISTRATIVE OVERHEAD RATES

ADMINISTRATIVE OVERHEAD	CURRENT HOURLY RATE	NEW HOURLY RATE
ADMINISTRATIVE OVERHEAD – A charge to recover the administrative costs of operation of this fund to be applied to the actual direct charges approval all Projects including outside services except for Account No. 523250 Refunds; Account No. 523310 Land Management Surcharge.	15.70%	15.70%

NOTES:

- 1.) Total cost recovery for this fund will be the direct charges against each Project plus the Administrative Overhead charges applied as described above.
- 2.) Rates effective upon approval by the Board of Supervisors.

ATTACHMENT B  
FUND 40650 – PHOTOGRAMMETRY OPERATIONS  
EQUIPMENT RATES & PHOTO LAB HOURLY RATE

EQUIPMENT DESCRIPTION	CURRENT HOURLY RATE	NEW HOURLY RATE
PHOTOGRAMMETRIC IMAGING WORKSTATION	\$ 25.03	\$ 25.03
SURVEY EQUIPMENT	17.00	17.00
PHOTO LAB HOURLY RATE	69.56	69.56

NOTES:

- 1.) Total cost recovery for this fund will be the actual direct charges against each Project including the equipment charges described above.
- 2.) Total cost recovery for photo lab will be the hourly rate including all other actual direct charges against each Project.
- 3.) Rates effective upon approval by the Board of Supervisors.

ATTACHMENT C  
 FUND 40660 – SUBDIVISION OPERATIONS  
 DEPOSIT BASED FEE RATES

JOB TITLE	JOB CODE	CURRENT REGULAR HOURLY RATES	CURRENT OVERTIME HOURLY RATES	NEW REGULAR HOURLY RATES	NEW OVERTIME HOURLY RATES
OA II	13865	\$ 39.60	\$ 39.60	\$ 39.60	\$ 39.60
OA III	13866	40.92	40.92	40.92	40.92
Secretary I	13923	58.74	58.74	58.74	58.74
Staff Analyst II	74106	64.68	64.68	64.68	64.68
Real Property Coordinator	13491	40.00	40.00	40.00	40.00
Real Property Agent III	74917	74.00	74.00	74.00	74.00
Real Property Agent II	74918	59.40	59.40	59.40	59.40
Real Property Agent I	74919	48.18	48.18	48.18	48.18
Supervising Real Property Agent	74920	83.82	83.82	83.82	83.82
Sr. Real Prop. Agent	74921	98.34	98.34	98.34	98.34
Supv Land Surveyor	76403	131.34	131.34	131.34	131.34
Jr. Engineer	76420	67.32	67.32	67.32	67.32
Asst. Engineer	76421	77.22	77.22	77.22	77.22
Asst. Civil Engineer	76422	91.08	91.08	91.08	91.08
Assoc. Engineer	76423	117.48	117.48	117.48	117.48
Assoc. Civil Engineer	76424	124.08	124.08	124.08	124.08
Senior Civil Engineer	76425	138.60	138.60	138.60	138.60
Flood Control Principal Engr.	76475	166.98	N/A	166.98	N/A
Engineering Project Manager	76419	150.00	N/A	150.00	N/A
Sr. Land Surveyor	76484	133.98	133.98	133.98	133.98
Assoc. Engr. – Air or Water Quality Control	76617	91.08	91.08	91.08	91.08
Assoc. Engr. – Air or Water Quality Cont. RE	76618	117.48	117.48	117.48	117.48
Engr. Photographic Tech	92748	82.50	82.50	82.50	82.50
Principal Construction Inspector	97413	116.16	116.16	116.16	116.16
Engr. Aide	97421	56.76	56.76	56.76	56.76
Engr. Tech I	97431	56.10	56.10	56.10	56.10
Engr. Tech II	97432	84.48	84.48	84.48	84.48
Senior Engineering Tech	97433	97.68	97.68	97.68	97.68
Principal Engr. Tech	97434	116.16	116.16	116.16	116.16
Senior Engineering Tech PLS/PE	97437	99.66	99.66	99.66	99.66
Principal Engr. Tech PLS/PE	97438	85.80	85.80	85.80	85.80

NOTES:

- 1.) Total cost recovery for each DBF project will be: 1.) The appropriate DBF hourly rate applied to all direct staff hours, plus; 2.) all direct charges to Account No. 524820 Engineering Services, plus; 3.) An Administrative Overhead charge of 19.26% applied to all Engineering Service charges to recover the District's indirect costs of supporting consultant reviewed cases.
- 2.) Rates effective upon approval by the Board of Supervisors

ATTACHMENT D  
FUND 40670 – ENCROACHMENT PERMITS  
ADMINISTRATIVE OVERHEAD RATES

ADMINISTRATIVE OVERHEAD	CURRENT RATE	NEW RATE
ADMINISTRATIVE OVERHEAD – A charge to recover the administrative costs of operation of this fund to be applied to the direct charges against all Projects except for Account No. 523250 Refunds.	27.25%	16.39%

NOTES:

- 1.) Total cost recovery for this fund will be the actual direct charges against each Project plus the Administrative Overhead charge applied as described above.
- 2.) Rates effective upon approval by the Board of Supervisors.

ATTACHMENT E  
 FUND 48020 – GARAGE/FLEET OPERATIONS  
 VEHICLE & EQUIPMENT RATES

JOB TITLE	CURRENT MILEAGE RATES	CURRENT HOURLY RATES	NEW MILEAGE RATES	NEW HOURLY RATES
SEDAN	0.84		0.84	
SUV	0.83		0.83	
PASSENGER VAN	0.71		0.71	
CARGO VAN	1.15		1.15	
MINI PICK UP	0.77		0.77	
BI-FUEL TRUCK	0.54		0.54	
SURVEY CREW CAB UTILITY TRUCK	1.23		1.23	
SURVEY UTILITY TRUCK	1.56		1.56	
MAINT UTILITY TRUCK - GAS UNDER 8000 GVWR	0.71	10.00	0.71	10.00
MAINT UTILITY TRUCK - GAS OVER 8000 GVWR	1.57	12.00	1.57	12.00
MAINT UTILITY TRUCK - DIESEL UNDER 8600 GVWR	2.20	14.00	2.20	14.00
MAINT UTILITY TRUCK - DIESEL OVER 8600 GVWR		17.70		17.70
DUMP TRUCK - 1-1/2-TON		17.58		17.58
FLAT BED TRUCK - MATERIALS HANDLING		27.69		27.69
DUMP TRUCK - 6 WHEEL GAS		21.56		21.56
DUMP TRUCK - 6 WHEEL DIESEL		34.17		34.17
DUMP TRUCK - 10 WHEEL		38.03		38.03
WATER TRUCK		35.48		35.48
WATER TRUCK - FOUR WHEEL DRIVE		47.64		47.64
FENCE TRUCK		15.17		15.17
FENCE TRUCK WITH WELDER		29.70		29.70
SPRAY TRUCK - 6 WHEEL		25.76		25.76
SPRAY TRUCK - 10 WHEEL		38.00		38.00
TRUCK - 5TH WHEEL TRACTOR		87.00		87.00
BACKHOE - DEERE		40.45		40.45
DOZER D-4		24.20		24.20
DOZER D-5		63.00		63.00
DOZER D-6		72.29		72.29
DOZER D-7E		124.00		124.00
EXCAVATOR - LONG REACH		69.90		69.90
EXCAVATOR - GRADALL		70.80		70.80
LOADER - SKIP		63.36		63.36
LOADER - WHEEL		45.32		45.32
MOTOR GRADER		50.17		50.17
TRACTOR		25.74		25.74
MOWER – GEO BOY		213.07		213.07
SKID STEER – WHEEL		21.44		21.44

SKID STEER – RUBBER TRACK	69.05	69.05
EQUIP TRAILER – UNDER 20,000 GVWR	6.84	6.84
EQUIP TRAILER – OVER 20,000 GVWR	17.87	17.87
EQUIP TRAILER – LOW BOY	25.74	25.74
REFUSE TRUCK	48.03	48.03
MINI EXCAVATOR	44.13	44.13

**NOTES:**

- 1.) Rates effective upon approval by the Board of Supervisors.



ATTACHMENT F  
 FUND 48040 – PROJECT MAINTENANCE OPERATIONS  
 ADMINISTRATIVE OVERHEAD RATES

ADMINISTRATIVE OVERHEAD	CURRENT RATE	NEW RATE
ADMINISTRATIVE OVERHEAD – A charge applied to usage of all inventory items only, specifically Account No. 528020 Inventory – Stores; and Account No. 528040 Inventory – Chemicals, to recover the indirect costs of operation of this fund including the costs of non-inventory tools and supplies, travel and supplies, travel and training, and administrative costs.	10.0%	10.0%

NOTES:

- 1.) Total cost recovery for this fund will be the actual direct cost of all Inventory – Stores & Inventory – Chemicals used for a Project plus an overhead charge of 10% of the total cost of these two inventory items.
- 2.) Rates effective upon approval by the Board of Supervisors.

ATTACHMENT G  
 FUND 48060 – MAPPING SERVICES  
 REPRODUCTION PRICE LIST

<b>Minimum Charge All Orders \$5.00</b>
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<u>Topography maps</u>		<u>Current Rate</u>	<u>New Rate</u>
1st Copy of Each Section	ea.	30.00	30.00
Additional Paper Copies of Same Section	ea.	6.00	6.00
<b><u>Photocopies Narrow Format</u></b>			
<b>Black &amp; White Copies</b>			
8 1/2" x 11"	per side	0.24	0.24
8 1/2" x 14"	per side	0.31	0.31
11" x 17"	per side	0.48	0.48
Transparencies	ea.	1.20	1.20
<b>Color Copies</b>			
8 1/2" x 11"	per side	0.42	0.42
8 1/2" x 14"	per side	0.53	0.53
11" x 17"	per side	0.84	0.84
Transparencies	ea.	2.10	2.10
<b>Microfiche Prints</b>	ea.	2.50	2.50
<b><u>Photocopies Wide Format</u></b>			
<b>Black &amp; White</b>			
Bond Paper	sq. <sup>1</sup>	0.20	0.20
Vellum	sq. <sup>1</sup>	0.11	0.11
Matt Mylar Film	sq. <sup>1</sup>	0.40	0.40
Clear Mylar Film	sq. <sup>1</sup>	0.80	0.80

**Miscellaneous**

<b>Narrow Format Scanning - B&amp;W or Color</b>			
8 1/2" x 11"	ea.	0.24	0.24
8 1/2" x 14"	ea.	0.31	0.31
11" x 17"	ea.	0.48	0.48
<b>Black &amp; White Wide Format Scanning</b>	sq. <sup>1</sup>	0.20	0.20
<b>Full Color Wide Format Scanning</b>	sq <sup>1</sup>	0.84	0.84
<b>Full Color Wide Format Plotting</b>	sq <sup>1</sup>	1.70	1.70
<b>Clear Mylar / Overlay</b>	sq. <sup>1</sup>	2.00	2.00
<b><u>Divider Tabs</u></b>			
Insert	per pkg.	2.00	2.00
Laser Print	per tab	1.50	1.50
<b>Binding - Heat, Coil or Comb</b>	per book	3.00	3.00
<b>Map Pockets</b>	ea.	0.50	0.50
<b>Folding</b>			
Hand	per fold	0.10	0.10
Machine	per sheet	0.10	0.10
<b>Shipping</b>			
UPS - Ground	per pkg.	7.50	7.50
Standard Overnight UPS	per pkg.	20.00	20.00
US Mail	per pkg.	7.50	7.50
Federal Express Next Day	per pkg.	25.00	25.00
Federal Express Next Morning	per pkg.	50.00	50.00
<b>CD Writing</b>			
CD Writing - Maps & Photographs <i>(this is in</i>	1st image	10.00	10.00
<i>addition to regular price of each item)</i>	add'l images	5.00	5.00

**NOTES:** Rates effective upon approval by the Board of Supervisors.

ATTACHMENT H  
FUND 48080 – DATA PROCESSING  
EQUIPMENT RATES

ADMINISTRATIVE OVERHEAD	CURRENT RATE	NEW RATE
Standard Office Computer	\$ 4.80	\$ 5.76
Engineering Workstation Computer	\$ 8.60	\$ 10.32

NOTES:

- 1.) Total cost recovery for this fund will be the hourly usage for each equipment type times the appropriate equipment rate applied as described above.
- 2.) Equipment rates shall be prorated where a computer is shared by two or more regular users.
- 3.) Rates effective upon approval by the Board of Supervisors.