

Adopted 5-23-06
Revised 5-12-09; Resolution 09-61 (eff 7-12-09)
Revised 4-27-10; Resolution 2010-43 (eff 6/28/10)
Revised 08-14-2012; Resolution 2012-123 (eff 10-13-2012)
Revised 02-05-2013; Resolution 2013-13 (eff 04-08-2013)

PART 95

COUNTY COUNSEL

Sec. 95.010. General

Sec. 95.020. Public Conservator/Public Guardian and Public Administrator Matters.

Sec. 95.030. Planning and Development Applications, Permits, Code Enforcement Matters.

Sec. 95.010. General

The fees set forth in this Part shall be paid to the Napa County Counsel. The hourly billable rate of reimbursement for Napa County Counsel shall be calculated annually, based on actual department costs, utilizing the below methodology.

Methodology:

The average Hourly Rate of each employee by classification providing a reimbursable service equals the Total Salaries and Benefits of the employee classification, plus Office Costs (B+C) divided by Number of Full Time Equivalent (FTE) employees in the job classification (D), divided by the Annual Productive Hours (E).

In other words: Hourly Rate = $[A + ((B + C) \div D)] \div E$

- A = Total Salaries and Benefits of the classification (including retirement; Medicare; worker's compensation insurance; salary; life, medical, and dental insurance) for the current fiscal year
- B = Indirect office costs as provided for in the A87 Cost Plan for the prior fiscal year
- C = Direct office costs, which includes all services and supplies and amortized office equipment costs for the prior fiscal year, but does not include outside legal services and certification review hearing contracts
- D = The number of employee full-time equivalents (FTEs) per classification for the current fiscal year
- E = The annual number of productive hours (not including vacation, personal leave, management leave, sick leave, other leave, and administrative hours)

For Fiscal Year 2016-2017, the hourly rates have been calculated as follows, hourly rates in future fiscal years will be on file with County Counsel:

Title:	Hourly Rate:
County Counsel	\$281.00
Chief Deputy County Counsel	\$203.00
Deputy County Counsel	\$175.00
County Privacy Officer	\$127.00
Legal Office Manager	\$100.00
Paralegal	\$81.00
Legal Secretary II	\$74.00
Legal Secretary I	\$68.00

Sec. 95.020. Public Conservator/Public Guardian and Public Administrator Matters

The hourly billable rate of reimbursement for Napa County Counsel services in Napa County Public Conservator/Public Guardian or Napa County Public Administrator matters that are chargeable to individuals and/or estates shall be charged hourly at the annually established rate, utilizing the above methodology. The charge to individuals and/or estates shall be subject to court review and approval.

Sec. 95.030. Planning and Development Applications, Permits, Code Enforcement Matters

(a) The fee for review of use permits	Hourly Rate
(b) The fee for review of use permit modifications	Hourly Rate
(c) The fee for review of a new or amended agricultural preserve contract	Hourly Rate
(d) The fee for attendance at a pre-application conference arranged by the Planning Division (two-hours of meeting time)	\$351.00
(e) The fee for review of all other planning and development applications or permits, code enforcement matters, general plan or zoning map amendments, development agreements, or certificates of compliance	Hourly Rate
(f) The fee for review of certificates of compliance, lot-line adjustments, or voluntary parcel mergers	Hourly Rate
(g) Certificates of Legal Non-Conformity	Hourly Rate
(h) Minor/Very Minor Use Permit Modifications	Hourly Rate

- (i) CEQA-Environmental Document Review Hourly Rate
- (j) Code Enforcement Issues Hourly Rate
- (k) Appeals Hourly Rate
- (l) A General Plan surcharge of 1.7% shall be added to fees (a)-(i) in this section.