

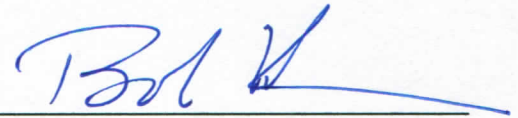
# CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

## FEE-FOR-SERVICE POLICY \_\_ GUIDELINES

September 20, 2018

Under Division 9 districts are empowered to charge fees for services rendered, so long as charges for services do not exceed the actual cost of rendering them (§9403.5). Beyond this, districts also need to consider the potential impact of district competition on any businesses within the district who offer similar services. Districts may assist the local community by providing various services such as Geographic Information System (GIS) assistance, brush clearing and chipping, or any other services of which the district has knowledge or technical expertise. The following list includes items you may wish to consider including in a district fee-for-services policy.

1. The fees charged for services will be based on the actual cost to the RCD, including employee hourly rate of pay, benefits, and overhead for each project.
2. All proposals for the RCD to provide services and charge fees pursuant to this policy must be approved by the district board of directors through a contract. However, the district sometimes receives requests for services on short notice. To enable the district to respond and take action on a request under a tight time frame, agreements for Fee-for Service projects for less than \$1,000 and less than 40 hours of staff time may be approved by the district manager or board president.
3. The RCD's services are provided on a non-discriminatory basis, without regard to race, color, national origin, ancestry, sex, age, religion, marital status, medical condition, or physical handicap.



Bob Dean, President  
Board of Directors  
Calaveras County Resource Conservation District