



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve an Amendment to Title 15 of the City Code Pertaining to Overtime Fees for Building Inspections
Presenter:	Bob Vann, Building and Code Enforcement Division Manager

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (02/09/2015)		City Council
	Public Hearing		

Estimated Cost:	None	Budgeted:	YES		NO	X
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If NO, please explain how item will be funded:

Executive Summary:

The Building and Code Enforcement Division provides contractors an option to request overtime inspections. Overtime inspections typically occur before or after normal business hours during the week or on weekends, normally on Saturday. These inspections are conducted upon request only and are not imposed on contractors.

The City's current practice is to charge a two-hour minimum of the inspector's productive rate at time and a half of the inspector's wage. The proposed amendment would allow the city to recover the actual cost to conduct the inspection, mileage costs, and the administrative costs incurred by both the Building Division administrative staff and the Finance Department.

A flat overtime fee is not an additional charge as much as it provides a comprehensive and transparent cost for services, while making it easier to administer on our end.

Current overtime fee based on productive rate per hour for a minimum two-hour inspection ranges from \$172.78 (OT1) to \$222.48 (OT2).

The revised flat overtime fee is as follows:

- OT1 - \$190.00 (2 hour minimum)
- OT2 - \$240.00 (2 hour minimum)
- Any additional hours shall be billed at \$90.00/per hour

Attachments: *(please list)*

Ordinance amending Title 15

Recommendation / Suggested Action *(briefly explain):*

Staff recommends approval of the amendment to Title 15 of the City Code pertaining to Overtime Fees for Building Inspections.

<i>For office use only:</i>	<i>Agenda Item Number: 3e</i>
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City of St. Charles
Ordinance No. _____

**An Ordinance Amending Title 15 of the St Charles Municipal Code, Entitled
“Building Construction”, Chapter 15.101 Administration, Enforcement, Fees,
and Penalties, Section 15.101.50 “Permit and Inspection Fees”**

WHEREAS, the City Council of the City of St. Charles hereby finds that it is in the City’s best interest to provide the developer with the option to request overtime inspection times; and

WHEREAS, the City has analyzed the costs related to providing overtime inspections; and

WHEREAS, the City has determined that providing this service with a scheduled cost provides the developer a set fee should they determine to request such service;

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois as follows:

SECTION ONE: That Title 15, “Building and Construction”, Chapter 15.101 “Administration, Enforcement, Fees, and Penalties”, Section 15.101.150 “Permit and Inspection Fees” is amended by adding line K in subsection 7 “Additional Fees” as follows”

k. Requested after normal business hours, overtime inspections/consultations shall be billed at a minimum two (2) hour charge of:

- Overtime 1 (OT1) - \$190.00
- Overtime 2 (OT2) - \$240.00

Any additional hours shall be billed at \$90.00 per hour

SECTION TWO: That after the adoption and approval hereof this Ordinance shall be printed or published in book or pamphlet form, published by the authority of the City Council.

SECTION THREE: That this Ordinance shall be in full force and effect from and after its passage in accordance with law and this ordinance is authorized to be printed or published in book or pamphlet form by the authority of the City Council.

Presented to the City Council of the City of St. Charles, Illinois this ____ day of _____, 2015.

Passed by the City Council of the City of St. Charles, Illinois this ____ day of _____, 2015.

Approved by the Mayor of the City of St. Charles, Illinois this ____ day of _____, 2015.

Mayor

Attest:

City Clerk

Council Vote:

Ayes: _____

Nays: _____

Abstain: _____

Absent: _____

Approved as to Form:

City Attorney

Date: _____