

**City of Morgan Hill: Fund 206 Fee Study  
FY 2024-2025**

**Fund 206 Employee Time Resources**

Fund 206 - Planning		Distribution of Work (%)			Distribution of Work (Hours)		
Position	FTE	Admin	Public Info	Permits	Admin	Public Info	Permits
City Manager	0.04	100%	0%	0%	64	-	-
Asst City Mgr. For Comm Dev	0.30	64%	21%	15%	314	105	73
Comm Development Director	0.30	54%	7%	39%	266	35	191
Senior Planner	1.00	22%	7%	71%	353	120	1,167
Associate Planner	0.80	25%	29%	46%	352	400	643
Assistant Planner	0.80	25%	28%	47%	354	400	673
Development Services Technician	0.05	6%	94%	0%	5	81	-
Development Services Technician	0.90	13%	70%	17%	206	1,080	255
Part-Time / Temp	0.50	12%	3%	85%	123	25	852
Economic Development Coordinator	0.10	100%	0%	0%	168	-	-
Assistant City Attorney	0.17	33%	5%	62%	92	15	172
Business Assistant	0.10	100%	0%	0%	174	-	-
Municipal Service Assistant	0.80	100%	0%	0%	1,382	-	-
Management Analyst	0.07	100%	0%	0%	125	-	-
<b>Total</b>	<b>5.93</b>	<b>39%</b>	<b>22%</b>	<b>39%</b>	<b>3,978</b>	<b>2,261</b>	<b>4,026</b>

Fund 206 - Land Development		Distribution of Work (%)			Distribution of Work (Hours)		
Position	FTE	Admin	Public Info	Permits	Admin	Public Info	Permits
City Manager	0.02	100%	0%	0%	32	-	-
Public Services Director	0.03	33%	0%	67%	16	-	33
Comm Development Director	0.10	87%	0%	13%	143	-	21
Deputy Director for Engineering	0.15	33%	0%	67%	80	-	166
Senior Civil Engineer	0.75	43%	2%	55%	527	30	673
Supervising Civil Engineer	1.00	31%	7%	62%	503	120	1,017
Assistant Engineer	0.50	23%	17%	60%	206	150	540
Junior Engineer	0.75	23%	17%	60%	309	225	810
Senior Public Works Inspector	0.70	16%	0%	84%	97	-	502
Senior Public Works Inspector	0.70	16%	0%	84%	98	-	510
Environmental Programs Coordinator	0.45	56%	0%	44%	453	-	353
Assistant City Attorney	0.07	32%	0%	68%	37	-	78
Business Assistant	0.25	100%	0%	0%	436	-	-
Municipal Service Assistant	0.05	100%	0%	0%	86	-	-
Management Analyst	0.00	0%	0%	0%	-	-	-
<b>Total</b>	<b>5.52</b>	<b>37%</b>	<b>6%</b>	<b>57%</b>	<b>3,023</b>	<b>525</b>	<b>4,703</b>

Fund 206 - Building		Distribution of Work (%)			Distribution of Work (Hours)		
Position	FTE	Admin	Public Info	Permits	Admin	Public Info	Permits
City Manager	0.02	100%	0%	0%	32	-	-
Asst City Mgr. For Comm Dev	0.05	100%	0%	0%	82	-	-
Comm Development Director	0.20	100%	0%	0%	328	-	-
Building Official	1.00	40%	2%	58%	663	25	952
Building Division Manager	1.00	24%	0%	76%	393	-	1,247
Development Services Technician	0.75	13%	11%	76%	172	140	972
Development Services Technician	0.10	12%	40%	47%	21	69	81
Development Services Technician	1.00	12%	9%	79%	217	165	1,410
Development Services Technician	1.00	12%	10%	78%	212	165	1,335
Building Inspector II	1.00	12%	0%	88%	214	-	1,522
Building Inspector II	1.00	12%	0%	88%	214	-	1,530
Building Inspector II	1.00	12%	0%	88%	217	-	1,575
Plan Check Engineer	1.00	12%	0%	88%	216	-	1,552
Assistant City Attorney	0.16	100%	0%	0%	262	-	-
Business Assistant	0.10	100%	0%	0%	174	-	-
Municipal Service Assistant	0.05	100%	0%	0%	86	-	-
Management Analyst	0.07	100%	0%	0%	125	-	-
<b>Total</b>	<b>9.50</b>	<b>22%</b>	<b>3%</b>	<b>75%</b>	<b>3,514</b>	<b>564</b>	<b>12,176</b>

**Notes**

DPW Admin hours include floodplain and special projects