

EXPENSE REIMBURSEMENT POLICY
FOR ENGINEERING DESIGN REVIEW;
INSPECTIONS AND ADMINISTRATION
FOR 2008

- Effective January 1, 2008, the reimbursement rate charged for engineering design review, inspection and administrative work by the Authority staff will be in accordance with the following rates:

Engineering Design Review & Inspection Fees	\$ 60.00/hr
Staff Inspection Fees	\$ 45.00/hr
Administrative Fees	\$ 40.00/hr

(Overtime hours will be charged at 1 ½ above stated fees.)

- A minimum administrative fee of \$40.00 per month will be charged to the developer's escrow account for incidental administrative duties during the course of the project. The minimum fee will be in force from the initial submission of preliminary plans to the expiration and subsequent release of the eighteen (18) month maintenance bond.
- Escrow funds, which remain in the account following the release from the bonding period, will be returned to the developer. Expenses, which exceed the escrow balance, will be billed to the developer.
- Mileage will be reimbursed at the rate of \$ 0.50 1/2 cents per mile (Federal Rate).
- Any expenses billed by the authority's solicitor, consulting engineer or other outside consultants will be charged to the developer's account.
- No interest earnings will be allocated to the administrative escrow accounts.
- Photocopies will be provided at .25 cents per page.
- Research will be charged at the Administrative Fee of \$ 40.00 per hour.
- Document - Standards For Construction \$ 15.00
- Document – Sewer System Rules & Regulations \$ 10.00

The Expense Reimbursement Policy is applicable to all parties including project developer and individual.