



Policy 0807-40

Fees and Charges

- ⁷ Fees and charges will be reviewed and updated on an ongoing basis to ensure that they keep pace with the cost of providing the goods and/or services for which the fees and charges are collected as well as changes in methods or levels of service or goods provided.
- ⁹ The following general concepts will be used in developing and implementing fees and charges:
 - ¹¹ Revenues should not exceed the reasonable cost of providing the goods or service.
 - ¹³ Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance, and insurance.
 - ¹⁵ The method of assessing and collecting fees should be as simple as possible in order to reduce the administrative cost of collection.
 - ¹⁷ Rate structures should be sensitive to the “market” for similar services as well as to smaller, infrequent users of the service.