

CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Tuesday, March 21, 2023

7:00 PM

Council Chamber and Virtual Platform (Zoom)

City Council

CITY COUNCIL MEETING

NOTICE: The City Council will hold a hybrid meeting in Council Chambers and virtually via Zoom.

PUBLIC PARTICIPATION

How to observe the Meeting:

1. Comcast TV Channel 15
2. Live stream <https://hayward.legistar.com/Calendar.aspx>
3. YouTube Live stream: <https://www.youtube.com/user/cityofhayward>

How to submit written Public Comment:

1. Use eComment on the City's Meeting & Agenda Center webpage at: <https://hayward.legistar.com/Calendar.aspx>. eComments are directly sent to the iLegislate application used by City Council and City staff. Comments received before 3:00 p.m. the day of the meeting will be exported into a report, distributed to the City Council and staff, and published on the City's Meeting & Agenda Center under Documents Received After Published Agenda.

2. Send an email to List-Mayor-Council@hayward-ca.gov by 3:00 p.m. the day of the meeting. Please identify the Agenda Item Number in the subject line of your email. Emails will be compiled into one file, distributed to the City Council and staff, and published on the City's Meeting & Agenda Center under Documents Received After Published Agenda. Documents received after 3:00 p.m. through the adjournment of the meeting will be included as part of the meeting record and published the following day.

How to provide live Public Comment during the City Council Meeting:

Participate in the Council Chambers or click link below to join the meeting:

<https://hayward.zoom.us/j/83584518480?pwd=VUIYZ0dJV1BlcFlQNGhmY0tKL2dVUT09>

Meeting ID: 835 8451 8480

Password: CC3/21@7pm

or

Dial: +1 669 900 6833 or +1 646 931 3860

Meeting ID: 835 8451 8480

Password: 5884605508

CALL TO ORDER: Mayor Salinas

Pledge of Allegiance: Council Member Roche

AB 2449 TELECONFERENCE NOTIFICATIONS AND CONSIDERATION

ROLL CALL

PRESENTATION

2023 March for Meals Proclamation

PUBLIC COMMENTS

The Public Comment section provides an opportunity to address the City Council on items not listed on the agenda or Information Items. The Council welcomes comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Council is prohibited by State law from discussing items not listed on the agenda, items will be taken under consideration and may be referred to staff.

CITY MANAGER'S COMMENTS

An oral report from the City Manager on upcoming activities, events, or other items of general interest to Council and the Public.

ACTION ITEMS

The Council will permit comment as each item is called for the Consent Calendar, Public Hearings, and Legislative Business. In the case of the Consent Calendar, a specific item will need to be pulled by a Council Member in order for the Council to discuss the item or to permit public comment on the item. Please notify the City Clerk any time before the Consent Calendar is voted on by Council if you wish to speak on a Consent Item.

CONSENT

1. [MIN 23-037](#) Approve the City Council Minutes of the City Council Meeting on February 28, 2023

Attachments: [Attachment I Draft Minutes of 2/28/2023](#)

2. [MIN 23-038](#) Approve the City Council Minutes of the City Council Meeting on March 7, 2023

Attachments: [Attachment I Draft Minutes of 3/7/2023](#)

3. [CONS 23-150](#) Adopt an Ordinance Amending Chapter 10, Article 1, Section 10-1.2750 (Alcoholic Beverage Outlets) of the Hayward Municipal Code to Update the Regulations Governing Alcoholic Beverage Outlets Throughout the City

Attachments: [Attachment I Staff Report](#)
 [Attachment II Summary of Ordinance Published](#)

4. [CONS 23-153](#) Adopt a Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2023

Attachments: [Attachment I Staff Report](#)
 [Attachment II Resolution](#)
 [Attachment III FY23 Salary Plan](#)

5. [CONS 23-143](#) Adopt a Resolution Authorizing the City Manager to Execute an Amendment to the Agreement with Dutchover & Associates for Landscape Architect Services, Increasing the Not-to-Exceed Amount to \$405,000

Attachments: [Attachment I Staff Report](#)
 [Attachment II Resolution](#)

6. [CONS 23-152](#) Adopt a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with the Renaissance Entrepreneurship Center and the Pop Up Guide in the Amount Not-to-Exceed \$150,000 for the Management and Implementation of the Downtown Activation Pilot Program

Attachments: [Attachment I Staff Report](#)
 [Attachment II Resolution](#)
 [Attachment III Scope of Work and Program Descriptions](#)
 [Attachment IV RFP Response](#)

7. [CONS 23-154](#) Adopt a Resolution Authorizing the City Manager to Execute an MOU and Partnership Agreement, and to Accept and Appropriate up to \$101,000 for the Operation of Family Education Program Services for Hayward Unified School District (HUSD) Schools

Attachments: [Attachment I Staff Report](#)
[Attachment II Resolution Execute HUSD MOU](#)
[Attachment III Resolution Execute CSUEB Agreement](#)
[Attachment IV Resolution HUSD Fund Appropriation](#)
[Attachment V Resolution CSUEB Fund Appropriation](#)

8. [CONS 23-155](#) Adopt a Resolution Authorizing the City Manager to Accept and Appropriate the Pieces of Art Being Donated to Hayward Public Library by Monica Chan and Dean Quock

Attachments: [Attachment I Staff Report](#)
[Attachment II Resolution](#)

9. [CONS 23-160](#) Adopt a Resolution Authorizing the City Manager to Appropriate \$228,000 from the Mutual Aid Revenue Project of the Capital Projects General Fund (Fund 405 - Project 05002) to Purchase a Telehandler Heavy-Duty Forklift for Use at the Hayward Fire/Rescue Training Center and During/to Prepare For Emergency Disasters

Attachments: [Attachment I Staff Report](#)
[Attachment II Resolution](#)

PUBLIC HEARING

10. [PH 23-014](#) Master Fee Schedule: Adopt a Resolution Approving the FY 2024 Master Fee Schedule, and Finding the Action is Exempt from CEQA Review (Report from Finance Director Gonzales)

Attachments: [Attachment I Staff Report](#)
[Attachment II Resolution](#)
[Attachment III CCO FY24 Master Fee Schedule Changes](#)
[Attachment IV CMO FY24 Master Fee Schedule Changes](#)
[Attachment V Dev Svc Bldg FY24 Master Fee Schedule Changes](#)
[Attachment Va Exhibit A](#)
[Attachment VI Dev Svc Plg FY24 Master Fee Schedule Changes](#)
[Attachment VII Library FY24 Master Fee Schedule Changes](#)
[Attachment VIII Pub Works FY24 Master Fee Schedule Changes](#)
[Attached IX Proposed FY24 Master Fee Schedule](#)

COUNCIL REPORTS AND ANNOUNCEMENTS

Council Members can provide oral reports on attendance at intergovernmental agency meetings, conferences, seminars, or other Council events to comply with AB 1234 requirements (reimbursable expenses for official activities).

COUNCIL REFERRALS

Council Members may bring forward a Council Referral Memorandum (Memo) on any topic to be considered by the entire Council. The intent of this Council Referrals section of the agenda is to provide an orderly means through which an individual Council Member can raise an issue for discussion and possible direction by the Council to the appropriate Council Appointed Officers for action by the applicable City staff.

11. [RPT 23-037](#) City Council Referral: Accelerating BART Transit Oriented Development in Hayward (Report from Council Member Andrews and Syrop)

Attachments: [Attachment I Council Referral Memo](#)

ADJOURNMENT

NEXT MEETING, March 28, 2023, 7:00 PM

PUBLIC COMMENT RULES

Any member of the public desiring to address the Council shall limit their address to three (3) minutes unless less or further time has been granted by the Presiding Officer or in accordance with the section under Public Hearings. The Presiding Officer has the discretion to shorten or lengthen the maximum time members may speak. Speakers will be asked for their name before speaking and are expected to honor the allotted time.

PLEASE TAKE NOTICE

That if you file a lawsuit challenging any final decision on any public hearing or legislative business item listed in this agenda, the issues in the lawsuit may be limited to the issues that were raised at the City's public hearing or presented in writing to the City Clerk at or before the public hearing.

PLEASE TAKE FURTHER NOTICE

That the City Council adopted Resolution No. 87-181 C.S., which imposes the 90-day deadline set forth in Code of Civil Procedure section 1094.6 for filing of any lawsuit challenging final action on an agenda item which is subject to Code of Civil Procedure section 1094.5.

****Materials related to an item on the agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office, City Hall, 777 B Street, 4th Floor, Hayward, during normal business hours. An online version of this agenda and staff reports are available on the City's website. Written comments submitted to the Council in connection with agenda items will be posted on the City's website. All Council Meetings are broadcast simultaneously on the City website, Cable Channel 15 - KHRT, and YouTube.****

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Clerk at (510) 583-4400 or cityclerk@hayward-ca.gov.

Assistance will be provided to those requiring language assistance. To ensure that interpreters are available at the meeting, interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Clerk at (510) 583-4400.



CITY OF HAYWARD

Hayward City Hall
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File #: MIN 23-037

DATE: March 21, 2023

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Approve the City Council Minutes of the City Council Meeting on February 28, 2023

RECOMMENDATION

That the Council approves the City Council meeting minutes of February 28, 2023.

SUMMARY

The City Council held a meeting on February 28, 2023.

ATTACHMENTS

Attachment I Draft Minutes of February 28, 2023



CITY COUNCIL MEETING
777 B Street, Hayward, CA 94541

Virtual Platform (Zoom)

<https://hayward.zoom.us/j/88521514106?pwd=bTZtMzRtZnIyYmYzdmMwNlhLOStmdz09>

Tuesday, February 28, 2023, 7:00 p.m.

The City Council meeting was called to order by Mayor Salinas at 7:00 p.m. The City Council held a hybrid meeting in the Council Chambers and virtually via the Zoom platform.

Pledge of Allegiance: Council Member Goldstein

Present: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche, Syrop, Zermeño
MAYOR Salinas

Absent: None

CLOSED SESSION ANNOUNCEMENT

The City Council convened in closed session at 5:30 p.m., with all members present and no public comment, regarding two items: (1) annual performance evaluation of the City Clerk pursuant to Government Code section 54957; and (2) conference with property negotiators pursuant to Government Code section 54956.8 regarding Master Lease Renewal - Hayward Area Recreation and Park District; 28846 Bay Heights Rd, N Third St at Crescent Ave, 27020 Fielding Dr, 19501 Hesperian Blvd, 26780 Chiplay Ave, 22325 N 3rd St, 30504 Vanderbilt St, 27182 Patrick Ave, 275 Industrial Parkway West, Farm Hill Dr and Daisy Ct, N 3rd St and Crescent Ave, Colette St & Luvena Dr, Ward Creek Canyon, Eden Ave & Middle Ln, 27600 Decatur Way, Dickens Ave and Folsom Ave, 25610 Spring Dr, Stratford Rd & Canterbury Ln, Hamrick Ln and Rieger Ave, E 10th and Jefferson St, 301 Arrowhead Way, Santa Clara St and Winton Ave, 275 Goodwin St, 2580 Eden Park Pl, Tahoe Ave and Morningside Dr, 27798 Ross Pl, Panjon St and Huntwood Ave, 24176 Mission Blvd, Leonardo Way and Reed Way, 2841 Seahaven Ct, 22737 Main St, Bush Ln, 25625 Cypress Ave.

Senior Assistant City Attorney Vigilia reported that Council discussed both items on the agenda and took no reportable action. The closed session adjourned at 6:32 p.m.

PUBLIC COMMENTS

Ms. TJ, Hayward Concerned Citizens representative, retracted her comments expressed during the February 21, 2023 Council meeting about public comments not being captured in the December 6, 2022 Council minutes, and noted it was brought to her attention that the comments were appropriately noted in minutes.

Mr. Vladimir Balazosa, owner of El Causa Peruvian food truck operating at the Hayward Ranch site, shared that his business was given twenty days to vacate the area, and requested Council's consideration to allow his business to continue to operate or an extension to vacate.

Mr. Ralph Farias shared the City's Planning Division had issued a 30-day notice to vacate businesses leasing at the Hayward Ranch property, urged for a Zoning ordinance amendment

that would allow small businesses to continue to operate until the property owner finalizes plans for the site; and underscored the importance of returning foot traffic to downtown and remaining competitive with neighboring cities.

Mr. Rusty Fox, Hayward Ranch Property Manager, expressed support for the food truck businesses leasing space at the property noting the economic and safety benefit to downtown; and added that the current use was not permanent as the property owner had plans to develop the site.

Mr. Ivan Medina, via a Spanish interpreter, indicated he was the owner of Tacos El Camara food truck, requested that Council reconsider the decision to vacate businesses at the Hayward Ranch property; and added that businesses keep the area clean and the operations at the site prevent the congregation of homeless individuals.

Ms. Reena Johl, Hayward property owner, spoke about the challenges she had with tenants who were not paying rent and were causing damage to her property, acknowledged that the County eviction moratorium was about to expire, and urged the Council to consider protections for tenants and landlords.

Council Member Márquez acknowledged Mayor Pro Tempore Andrews in honor of Black History Month and as the first Black African American woman elected to the City Council and presented her with a bouquet of flowers. Mayor Pro Tempore Andrews thanked all for the recognition.

CITY MANAGER'S COMMENTS

City Manager McAdoo noted that COVID-19 state of emergency for California, Alameda County and Hayward was ending February 28, 2023; stated that the City's committee, commission and task force meetings were resuming in-person meetings with limited exceptions and hybrid participation available for some meeting bodies; added the City's new solid waste and recycling contract with Alameda County Waste Management starts March 1, 2023; and shared that unleaded aviation fuel was now provided for at the Hayward Executive Airport.

CONSENT

Mayor Salinas announced that Consent Item 3 was continuing to the March 21, 2023 Council meeting. Consent Items No. 1, 2, 4, 5, 6, and 7 were removed from the Consent Calendar for comment and separate vote.

1. Adopt a Resolution Approving Plans and Specifications and Call for Bids for the FY23 Pavement Improvement Project No. 05240 **CONS 23-082**

Staff report submitted by Public Works Director Ameri, dated February 28, 2023, was filed.



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<https://hayward.zoom.us/j/88521514106?pwd=bTZtMzRtZnIyYmYzdmMwNlhLOStmdz09>

Tuesday, February 28, 2023, 7:00 p.m.

Council Member Syrop communicated his interest in making sure the City is building protected bike lanes, noting there was an opportunity to make the city more bikeable and to reach sustainability goals.

Council Member Roche echoed comments expressed by Council Member Syrop advocating for designing bike lanes properly and supporting the collaboration with Bike East Bay.

It was moved by Council Member Syrop, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas

NOES: None

ABSENT: None

ABSTAIN: None

Resolution 23-045, "Resolution Approving Plans and Specifications for the FY23 Pavement Improvement Project, Project No. 05240 and Call for Bids"

2. Adopt a Resolution Approving Plans and Specifications and Call for Bids for the La Vista Park Project No. 06914 **CONS 23-114**

Staff report submitted by Director of Public Works Ameri, dated February 28, 2023, was filed.

In response to Council Member Syrop's inquiry about keyway funding, any impact to the construction of the park, and whether the developer of the landscape and lighting district would pay for the changes, City Manager McAdoo noted keyways were required to help facilitate the development on the Caltrans Parcel Group 3, and help build the park, noted City staff was working with Hayward Area Recreation and Park District (HARD) to figure out funding options for keyways, and ongoing maintenance could potentially be funded through a Geologic Hazard Abatement District (GHAD) which Parcel Group 3 would be required to join.

In response to Council Member Goldstein's inquiry if there were more recent conversations with HARD about the changes in the budget, City Manager McAdoo shared that she was in communication with the General Manager and Public Works staff was in communication with HARD staff regarding capital planning and the funding agreement for La Vista Park.

It was moved by Council Member Syrop, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 23-046, "Resolution Approving Plans and Specifications and Call for Bids for the La Vista Park Project No. 06914"

3. Adopt Resolutions Authorizing the City Manager to Execute MOUs and Accepting and Appropriating up to \$101,000 for the Operation of Family Education Program Services for Hayward Unified School District (HUSD) Schools **CONS 23-090**

Staff report submitted by Library Services Director Addleman, dated February 28, 2023, was filed.

It was moved by Council Member Syrop, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the resolutions.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 23-047, "Resolution Authorizing the City Manager to Execute MOUs with Hayward Unified School District (HUSD) and California State University, East Bay (CSUEB), Allowing the Library to Offer Library Programs and Mobile Outreach Services at Four (4) HUSD Schools During the 2022-2023 School Year"

Resolution 23-048, "Resolution Authorizing the City Manager to Accept and Appropriate Up to \$101,000 for the Operation of Family Education Program Services for Hayward Unified School District Schools"

4. Adopt a Resolution Authorizing the City Manager to Execute Amendment No. 3 to the Professional Services Agreement with EKI Environment & Water, Inc., for As-Needed Technical Support Related to Implementation of the Groundwater Management Plan Increasing the Contract Amount by \$50,000 for a Total Not-to-Exceed Amount of \$145,000 **CONS 23-095**



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<https://hayward.zoom.us/j/88521514106?pwd=bTZtMzRtZnIyYmYzdmMwNlhLOStmdz09>

Tuesday, February 28, 2023, 7:00 p.m.

Staff report submitted by Public Works Director Ameri, dated February 28, 2023, was filed.

It was moved by Council Member Syrop, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 23-049, "Resolution Authorizing the City Manager to Execute Amendment No. 3 to the Agreement with EKI Environment & Water, Inc. for As-Needed Technical Support Related to Implementation of the Groundwater Management Plan Increasing the Contract Amount by \$50,000 for a Total Not-to exceed Amount of \$145,000"

5. Adopt a Resolution Authorizing the City Manager to Negotiate and Execute a Landscape Maintenance Contract for the Hayward Medians with Brightview Landscape in an Annual Amount of \$122,406 for a Total Not-to-Exceed Amount of \$489,624, and Appropriate \$30,000 from the General Fund to Fund the Annual Contingency **CONS 23-103**

Staff report submitted by Maintenance Services Director Rullman and Landscape Maintenance Manager Nield, dated February 28, 2023, was filed.

It was moved by Council Member Syrop, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 23-050, “Resolution Authorizing the City Manager to Negotiate and Execute a Contract for Hayward Median Maintenance with Brightview Landscape in an Annual Amount of \$122,406 for a Total Not-to-Exceed Amount of \$489,624 and Appropriating \$30,000 from the General Fund to Fund the Annual Contingency”

6. Adopt a Resolution Authorizing the City Manager to Execute an Agreement with Galls to Purchase Point-Blank (Origin) Ballistic Body Armor for Hayward Police Department Special Response Unit Members, in an Amount-Not-to-Exceed \$130,000 **CONS 23-109**

Staff report submitted by Acting Chief of Police Matthews, dated February 28, 2023, was filed.

Council Member Syrop received confirmation that funds for the purchase of body armor would come from monies allocated to Hayward Police Department (HPD) from the City’s Capital Improvement Program (CIP). In response to Council Member Syrop’s question about ballistic vests, Acting Chief Matthews explained they have a five-year warranty and are issued when onboarding staff and replaced five years thereafter.

Council Member Syrop spoke about the research he conducted on expired bulletproof vests and noted that the five-year warranty by the manufacturer was a way to continue to have agencies purchase their product; added that \$130,000 was sufficient to fund a staffing position with benefits to provide community services; referenced the 2/21 Council packet noting that approximately \$70,000 in grant funding was accepted from the Alameda County Sheriff’s Office for operations; and expressed reservations about staff’s proposed recommendation.

Council Member Zermeño thanked Acting Chief Matthews for the information, underscored that the ballistic vests were for the safety of officers and moved the item per staff recommendation. Council Member Goldstein seconded the motion.

It was moved by Council Member Zermeño, seconded by Council Member Goldstein, and carried by the following roll call vote, to adopt the resolution.

AYES:	COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche, Zermeño MAYOR Salinas
NOES:	COUNCIL MEMBER Syrop
ABSENT:	None
ABSTAIN:	None

Resolution 23-051, “Resolution Authorizing the City Manager to Execute an Agreement with Galls for the Purchase of Point-Blank (Origin) Ballistic Body Armor for Hayward Police Department Special Response Unit Members, in an Amount Not to Exceed \$130,000”



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<https://hayward.zoom.us/j/88521514106?pwd=bTZtMzRtZnIyYmYzdmMwNlhLOStmdz09>

Tuesday, February 28, 2023, 7:00 p.m.

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7. Adopt a Resolution Authorizing the City Manager to Accept Up to 1.5 million Dollars in Revenue from Bay Area Rapid Transit as the Fiscal Agent for the South Hayward Bay Area Rapid Transit Station Access Authority **CONS 23-112**

Staff report submitted by Assistant City Manager Claussen, dated February 28, 2023, was filed.

Council Member Syrop stated that in the Agenda Questions and Answers log it was noted that staff could evaluate whether funds could be utilized towards incentivizing transit-oriented-development or housing at the South Hayward BART; and he expressed his interest as the item becomes available for review by the Council Infrastructure Committee.

It was moved by Council Member Syrop, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 23-052, "Resolution Authorizing the City Manager to Accept and Appropriate up to \$1.5 Million Dollars to Fund 295 in Revenue from Bay Area Rapid Transit as the Fiscal Agent for the South Hayward Bay Area Rapid Transit Station Access Authority"

LEGISLATIVE BUSINESS

8. Cannabis Regulations Revised Ordinance: Introduction of an Ordinance Amending Article 14, Chapter 6 of the Hayward Municipal Code Regarding Commercial Cannabis Businesses by Amending Section 6-14.13 Relating to Commercial Cannabis Permit Applications, Amending Section 6-14.14 Relating to Operating and Performance Standards and Adding Section 6-14.18 Relating to Enforcement; Finding that this Action is Subject to CEQA Common Sense Exemption **LB 23-009**

Staff report submitted by City Attorney Lawson, dated February 28, 2023, was filed.

Senior Assistant City Attorney Vigilia provided a synopsis of the staff report.

Discussion ensued among members of the City Council and City staff regarding: the first cannabis violation would be set at \$5,000 and the penalty amount would increase for subsequent violations up to \$15,000; a violation for establishments operating outside of the conditions of the approved license and the proposed penalties provided an additional enforcement tool that could be applied in addition to any criminal activities; the fees were non-refundable as there was uncaptured cost and unreimbursed time; the 2021 update included a provision that any change in branding or any change of mode or character of operation would require City approval; the process to obtain a cannabis license to operate in the city was explained; the updated ordinance was not too different from what the state requires in terms of background checks; calls for service for HPD and Code Enforcement were stemming from illegal operations and the proposed penalty structure was to serve as a deterrent; the \$2,500 fee covers the cost of staff review which includes hiring an outside consultant that has expertise to guide staff and ensure the City gets solid operators; in terms of land use entitlements, there are certain expirations protected in the Hayward Municipal Code that give certain time limits to vest before they expire; staff confirmed that Garden of Eden is not located in Hayward and was within Alameda County's jurisdiction; and Code Enforcement tracks complaints, especially for illegal cannabis, and has not received any reports related to activities outside of active cannabis shops, and has a way to monitor and conduct enforcement.

Council Member Andrews suggested that staff explore specific restorative justice programs with respect to enforcement and partner with the Keep Hayward Clean and Green Task Force or other community service groups to benefit the community.

There being no public comment, Mayor Salinas opened and closed the public hearing at 8:03 p.m.

Council Member Márquez made a motion to approve staff recommendation. Council Member Roche seconded the motion.

Council Member Syrop concurred with Council Members Andrews' suggestion about a restorative justice approach; was reluctant to vote in favor of the ordinance without further violation data from HPD; was concerned the ordinance would continue to punish cannabis retailers who lack capital to create official brick and mortar businesses; noted the state background check was another discriminatory practice against individuals who have a record due to building a market for cannabis; and preferred approving the ordinance after it is adjusted to be more proactive with developing entrepreneurs who may be violating the law currently, and with the City's support, may be able to support the City through tax revenue.

Council Member Andrews asked if the maker of the motion would consider a friendly amendment for staff to consider review of restorative justice elements as an alternative response to violations and consider working with the Economic Development Division to create an infographic on how to submit a permit application.



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<https://hayward.zoom.us/j/88521514106?pwd=bTZtMzRtZnIyYmYzdmMwNlhLOStmdz09>

Tuesday, February 28, 2023, 7:00 p.m.

In response to Council Member Marquez’s request for clarification on the timeline, Council Member Andrews was agreeable for staff to explore and return to Council in six months with updates.

Council Member Márquez and Council Member Roche were amenable to the friendly amendment.

It was moved by Council Member Márquez, seconded by Council Member Roche, and carried by the following roll call vote, to approve the introduction of the ordinance with a friendly amendment for staff to consider a review of restorative justice elements as an alternative response to violations and to consider working with the Economic Development Division to create an infographic on how to submit a permit application; and return to Council in six months with updates.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Intro Ordinance 23-, “Ordinance of the City of Hayward, California Amending Article 14, Chapter 6 of the Hayward Municipal Code Regarding Commercial Cannabis Businesses by Amending Section 6-14.13(D) Relating to Commercial Cannabis Permit Application, Amending Section 6-14.14 Relating to Operating and Performance Standards and Adding Section 6-14.18 Relating to Enforcement”

COUNCIL REPORTS AND ANNOUNCEMENTS

In response to Council Member Roche’s inquiry if a thirty-day extension for the food truck businesses operating at the Hayward Ranch property was an option, City Manager McAdoo noted the use was permitted during COVID-19’s state of emergency provisions and current Zone regulations do not allow temporary use permits for longer than one year; and noted that some of the concerns raised would be addressed in the street vendor ordinance. Council Member Roche favored continued communication about the matter and supported an opportunity to extend allowing food trucks if the Hayward Ranch property owner encountered delays developing the site.

Council Member Márquez spoke about her attendance, along with Council Member Andrews, at the Oscar Grant Foundation Gala on February 25, 2023.

Council Member Andrews mentioned the Tri-City Delta Sigma Theta Sorority was having a listening session for African American students and parents grades six through twelve on March 18, 2023 at the Hayward downtown library.

Council Member Zermeño shared that Chabot College Men's Basketball team had qualified for the California Community College Championship Tournament and congratulated Chabot College.

Council Member Syrop shared that on February 24, 2023, HARD, HUSD and the Deputy Sheriff's Activity League worked together to open a futsal court at Cherryland Elementary School for the community to use and play.

Council Member Andrews commented that February 28, 2023, marked the last day of Black History Month and acknowledged that March was Women's History Month.

COUNCIL REFERRALS

There were none.

ADJOURNMENT

Mayor Salinas adjourned the City Council meeting at 8:29 p.m., in memory of longtime City employee Louis Jordan, former Public Works employee Majid Hafezieh and Alameda County Supervisor Richard Valle.

Mr. Louis Jordan worked for the City of Hayward for twenty-nine years, was the first African American employee to retire from active duty from the City, had volunteered for many hours as a member of the Northern California Chapter of the Boys and Girls Club, was active in other community service organizations, and highly revered and respected by staff.

Mr. Majid Hafezieh, started working for the City of Hayward in 1990 as an Assistant Engineer, later as an Associate Engineer, and promoted to Acting City Traffic Engineer until he retired in 2018, throughout his career he worked on every major traffic and road project in the City, and was well liked by his colleagues.

Mayor Salinas shared that on February 25, 2023, individuals in Alameda County gathered at the Union City Veterans Memorial to honor the contributions and the memory of Alameda County Board Supervisor, District 2, Richard Valle. Council Members shared fondly memories about his character and dedication to the community and expressed thoughtful comments about the legacy Supervisor Valle left for the community through his commitment toward service on the County Board, Tri-CED Community Recycling, and Raising Leaders among other initiatives. Council Member Zermeño suggested considering naming the future Stack Center after Supervisor Valle as he had started the project.



CITY COUNCIL MEETING
777 B Street, Hayward, CA 94541
Virtual Platform (Zoom)
<https://hayward.zoom.us/j/88521514106?pwd=bTZtMzRtZnIyYmYzdmMwNlhLOStmdz09>
Tuesday, February 28, 2023, 7:00 p.m.

Mayor Salinas asked City staff to plant trees in memory of Louis Jordan, Majid Hafezieh, and Alameda County Board of Supervisor Richard Valle.

APPROVED

Mark Salinas
Mayor, City of Hayward

ATTEST:

Miriam Lens
City Clerk, City of Hayward



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: MIN 23-038

DATE: March 21, 2023

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Approve the City Council Minutes of the City Council Meeting on March 7, 2023

RECOMMENDATION

That the Council approves the City Council meeting minutes of March 7, 2023.

SUMMARY

The City Council held a meeting on March 7, 2023.

ATTACHMENTS

Attachment I Draft Minutes of March 7, 2023



CITY COUNCIL MEETING
777 B Street, Hayward, CA 94541
Virtual Platform (Zoom)
<https://hayward.zoom.us/j/85125536468?pwd=azZUMm9UTm1LUnNQTzhXWjUvcCtodz09>
Tuesday, March 7, 2023, 7:00 p.m.

The City Council meeting was called to order by Mayor Salinas at 7:02 p.m. The City Council held a hybrid meeting in the Council Chambers and virtually via the Zoom platform.

CALL TO ORDER: Mayor Salinas

Pledge of Allegiance: Council Member Márquez

Present: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche, Syrop, Zermeño
MAYOR Salinas

Absent: None

CLOSED SESSION ANNOUNCEMENT

The City Council convened in closed session at 5:30 p.m., with all members present and no public comment, regarding the annual performance evaluation of the City Clerk pursuant to Government Code section 54957. Mayor Salinas noted there was no reportable action and the meeting adjourned at 6:05 p.m.

PRESENTATION

Mayor Salinas read a proclamation declaring March 2023 as American Red Cross Month in the City of Hayward and presented it to Mr. Michael Gregory who accepted such honor on behalf of the American Red Cross Bay Area Chapter, Alameda County Leadership Council.

PUBLIC COMMENTS

Ms. TJ, Hayward Concerned Citizens representative, referenced the 2/28 Council item related to the approval of ballistic body armor for Hayward Police Department's Response Unit members and expressed support for allocating \$130,000 and not withholding on public safety.

Ms. Peggy Guernsey expressed concern that when an item is assigned to a staff member, residents cannot offer input because there is limited collaboration, and urged for more public participation.

CITY MANAGER'S COMMENTS

There were none.

CONSENT

Consent Item No. 3 was removed from the Consent Calendar for public comment and separate vote.

- 1. Approve the City Council Minutes of the City Council Meeting on February 21, 2023 **MIN 23-028**

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried unanimously, to approve the minutes of the City Council meeting on February 21, 2023.

- 2. Adopt an Ordinance Amending Article 14, Chapter 6 of the Hayward Municipal Code Regarding Commercial Cannabis Businesses by Amending Section 6-14.13(d) Relating to Commercial Cannabis Permit Application, Amending Section 6-14.14 Relating to Operating and Performance Standards and Adding Section 6-14.18 Relating to Enforcement **CONS 23-131**

Staff report submitted by City Clerk Lens, dated March 7, 2023, was filed.

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried by the following roll call vote, to adopt the ordinance.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche, Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Ordinance 23-02, “Ordinance of the City of Hayward, California Amending Article 14, Chapter 6 of the Hayward Municipal Code Regarding Commercial Cannabis Businesses by Amending Section 6-14.13(D) Relating to Commercial Cannabis Permit Application, Amending Section 6-14.14 Relating to Operating and Performance Standards and Adding Section 6-14.18 Relating to Enforcement”

- 3. Adopt a Resolution Approving Addendum No. 1, Awarding a Construction Contract to Bear Construction, Inc., for the FY23 Median Landscape Improvement - Phase 1, Project No. 05281 in the Amount of \$935,620, and Authorizing a Construction Contingency Change Order Budget of \$189,380, for a Not-to-Exceed Contract Amount of \$1,125,000 **CONS 23-124**

Staff report submitted by Public Works Director Ameri, dated March 7, 2023, was filed.



CITY COUNCIL MEETING
777 B Street, Hayward, CA 94541
Virtual Platform (Zoom)
<https://hayward.zoom.us/j/85125536468?pwd=azZUMm9UTm1LUnNQTzhXWjUvcCtodz09>
Tuesday, March 7, 2023, 7:00 p.m.

Mayor Salinas opened public comment at 7:15 p.m.

Ms. Peggy Guernsey inquired if the proposal allowed for input regarding public landscapes and their maintenance and noted that a plant similar to acacia causes allergies and requested that the Landscaping Division look into it.

Mayor Salinas closed public comment at 7:18 p.m.

City Manager McAdoo indicated the project had already gone through the design process.

In response to Council Member Syrop's inquiry about an analysis of health issues that might occur prior to recommending projects, City Manager McAdoo noted that selection of plants is based on arborist recommendations and added that staff can look into whether plants included in the project are allergenic.

Council Member Roche made a motion to approve the staff's recommendation and Council Member Márquez seconded the motion.

Council Member Márquez noted that concerns expressed by Ms. Guernsey could be addressed at a future Council Infrastructure Committee meeting.

Council Member Andrews noted she looked forward to learning more about landscaping opportunities.

It was moved by Council Member Roche, seconded by Council Member Márquez, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 23-050, "Resolution Approving Addendum No. 1, Awarding a Construction Contract to Bear Construction, Inc., for the FY23 Median Landscape Improvement - Phase 1, Project No. 05281 in the Amount of \$935,620, and Authorizing a Construction Contingency Change Order Budget of \$189,380, for a Not-to-Exceed Contract Amount of \$1,125,000"

4. Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with First Shield Security and Patrol, Inc. to Provide Unarmed Security Services at Various City Locations for a Term of Three Years with Two One-Year Options to Extend in a Contract Amount of \$4,600,900 and a Contingency Amount of \$225,000, for a Total Not-to-Exceed Amount of \$4,825,900 **CONS 23-134**

Staff report submitted by Maintenance Services Director Rullman, dated March 7, 2023, was filed.

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 23-051, "Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with First Shield Security and Patrol, Inc. to Provide Unarmed Security Services at Various City Locations for a Term of Three Years with Two One-Year Options to Extend in a Contract Amount of \$4,600,900 and a Contingency Amount of \$225,000, for a Total Not-to-Exceed Amount of \$4,825,900"

5. Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Amendment to the Agreement with AEI Consultants for Environmental Investigation Services to Support the Stack Center Project by Increasing the Not-to-Exceed Amount of the Agreement from \$59,950 to \$200,000 **CONS 23-144**

Staff report submitted by Assistant City Manager Youngblood, dated March 7, 2023, was filed.

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None



CITY COUNCIL MEETING
777 B Street, Hayward, CA 94541
Virtual Platform (Zoom)
<https://hayward.zoom.us/j/85125536468?pwd=azZUMm9UTm1LUnNQTzhXWjUvcCtodz09>
Tuesday, March 7, 2023, 7:00 p.m.

Resolution 23-052, "Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Amendment to the Agreement with AEI Consultants for Environmental Investigation Services to Support the Stack Center Project by Increasing the Not-to-Exceed Amount of the Agreement from \$59,950 to \$200,000"

PUBLIC HEARING

6. Alcoholic Beverage Regulations Update: Adopt a Resolution Amending Chapter 10, Article 1, Section 10-1.2750 (Alcoholic Beverage Outlets) of the Hayward Municipal Code to Make Updates to the Regulations Governing Alcoholic Beverage Outlets Throughout the City, and Finding that the Action is Exempt from CEQA Review and Introducing an Ordinance Codifying the Amendments **PH 23-013**

Staff report submitted by Acting Development Services Director Buizer, dated March 7, 2023, was filed.

Acting Development Services Director Buizer announced the item and introduced Associate Planner Kowalski who provided a synopsis of the staff report.

Discussion ensued among members of the City Council and City staff regarding: food trucks would not satisfy the food requirement for a separated kitchen and bar on the same premises; happy hour times and proposed modification from 4pm-9pm to 3pm-8pm reflected feedback received from the business community and the Hayward Police Department (HPD) was involved in crafting the amendments and did not offer any objections; if a restaurant was no longer a component at a particular premise that had a bar, under the City's current regulations, a standalone bar would be subjected to a conditional use permit and staff would work with the entity to bring them into compliance before following up with enforcement action; the City would work in partnership with the State Department of Alcoholic Beverage Control (ABC) to enforce liquor license requirements and any local regulations for alcohol establishments; the proposed regulations were heard by the Council Economic Development Committee (CEDC) in September 2022 and outreach was done to businesses citywide; the process for a new business to secure an ABC license; it was noted that no establishment's license had been revoked or suspended in the last two years; the proposed was a modern concept throughout the nation where a brewery entrepreneur handles the beer production, sales and tasting elements and partners with a bona fide restaurateur that operates a standalone kitchen; existing regulations have precluded a number of microbreweries considering Hayward their next home and updating current regulations would give the City an equal footing with neighboring communities that do not have stringent requirements; Economic Development would reengage businesses that shared that current regulations posed a barrier to their entry into the market; and it

was clarified that the proposed regulation was for full-service or standalone kitchen attached to the ground located on the same premise as the bar.

Mayor Salinas opened the public hearing at 7:49 p.m.

Ms. Peggy Guernsey was concerned that the earlier timeframe coincided with the time schools get out, did not appreciate comments that the earlier happy hour timeframe would be of benefit to underpaid teachers, noted the Hayward Chamber of Commerce did have an opinion, and urged that the ratio of food-to-alcohol sales remain at 60:40.

Mr. Eric Yeverino, Dirty Bird Lounge owner, supported the proposed amendments, and recognized that most bars which previously served just alcohol now sell food to remain competitive in the market, and stated that restaurants make their profits on alcohol sales.

In response to Council Member Márquez's inquiry as to what makes an effective restaurant business model, Mr. Yeverino noted that good management includes sound decision-making and encourages a clean model.

In response to Council Member Zermeño's inquiry about thoughts on the proposed changes to happy hour, Mr. Yeverino indicated that happy hour should be reflective of the establishment goals.

Mayor Salinas closed the public hearing at 7:58 p.m.

Members of the City Council thanked public members for their input and staff for the staff report.

In response to Council Member Andrews' inquiry as to what happens if an establishment has too many inebriated customers or high arrest numbers, Detective Wright responded that patrol officers would make arrests, connect with ABC and the owner of the establishment, and the worst-case scenario would include revoking a business license.

Council Member Zermeño shared that his family was successful operating a restaurant and bar for twenty-five years due to good cooking, loyalty by customers, alcohol sales, and taking responsibility for securing transportation for intoxicated customers; expressed that the proposed updates would benefit the City by allowing more businesses to open; supported having a microbrewery and kitchen next to the Bank of the West location which sat vacant since 1960; recommended that staff conduct a poll as to the need for happy hour; favored having specify language informing patrons how to secure transportation; and made a motion to approve staff recommendation.

Council Member Syrop seconded the motion noting the proposed happy hour modification was reasonable; noted the innovative proposal would allow several small businesses to develop and build a name for themselves at a time when rents were high; stated that third spaces provide a place to socialize for those of legal drinking age; and offered a friendly amendment to remove the 60:40 ratio of food to alcohol sales noting the ratio was



CITY COUNCIL MEETING
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Tuesday, March 7, 2023, 7:00 p.m.

unattainable by most restaurants and underscored the need for a realistic ordinance to align with other cities in the region.

Council Member Zermeño was amenable to removing the food to alcohol sales ratio and wanted to hear from his colleagues.

Associate Planner Kowalski clarified an earlier public comment by indicating the proposed ordinance amendments would apply to restaurants throughout the city.

Council Member Roche expressed the proposed amendments were innocuous to current establishments and were innovative to spur economic development; however, she was concerned about the friendly amendment and thought it needed more exploring to avoid disrupting what was in place with current establishments.

Discussion ensued about the proposed friendly amendment to remove the food to alcohol ratio.

Council Member Roche supported the staff recommendation and proposed ordinance amendments but did not support the friendly amendment.

In response to Council Member Andrews' inquiry for specific language in the ordinance about information for patrons on safe transportation alternatives to get home, City Manager McAdoo cautioned against including specific language other than asking the Police Chief to determine how to roll out the program as transportation methods may change.

Council Member Andrews expressed the model of food service delivery was changing; noted that sometimes establishments take a long time to get started and the proposal provided them an opportunity to practice their skill, establish themselves and bring new businesses to Hayward; and supported innovative thinking that would support economic development.

Council Member Márquez expressed she supported the staff recommendation but not the friendly amendment due to concerns about process and transparency, and did not feel comfortable adopting something that was a substantial change and not in line with what was published in the report; stated it would be fair and reasonable to revisit the friendly amendment at a later date; and reminded the community that Council agendas are available a few days prior to the meeting.

Council Member Goldstein concurred with Council Member Márquez; expressed the proposed friendly amendment was a big change; noted there was nothing substantive to be gained or lost from making the change; favored open and transparent governance where citizens are aware of what decisions the Council is going to make; appreciated the public speakers who stand up for safety around schools, in the downtown, and throughout Hayward, and shared a

personal experience; supported having places in Hayward for residents to hang out, have fun and build community; was open to the possibility for businesses to be more successful in Hayward so future businesses can be attracted to Hayward as a place to open or expand a business; noted that sales tax revenue generated from businesses would help fund staffing levels in the City; and favored the staff recommendation but not the friendly amendment.

Mayor Salinas thanked Council Member Andrews for thinking about economic development in new creative ways; shared his experience about a new age of breweries and restaurants along the Central Coast; underscored the proposal was Hayward's version of redefining the landscape by decoupling food from liquor and having two separate entities in the same building; stated that cities were following the model to give entrepreneurs opportunities to establish restaurants and give existing owners a creative space to explore new innovative ways; commented the space between the Masonic building and Union Bank will be redefined; expressed that ABC already has a 50:50 food to alcohol ratio that has to be obeyed and restaurant owners have to follow regulations set by their permit and ABC license; and supported the proposed 50:50 food to alcohol sales ratio which was a state standard and one that was followed by other cities.

Council Member Syrop noted he wanted to put the amendment forward as it would give businesses the best chance at surviving and being able to get a foothold and thrive; commented that members of the Council were elected to represent interests of the community and it was his obligation to weigh in at the public meeting as he thinks voters expect him to; and favored keeping the friendly amendment on the floor.

In response to Council Member Zermeño's inquiry for staff to evaluate not having a happy hour or no ratio within the next year, City Manager McAdoo noted that it may not be feasible; however, Council could give staff direction and reprioritize other competing projects.

Council Member Zermeño, as the maker of the motion, did not accept adding the friendly amendment to his motion.

Council Member Syrop withdrew seconding the motion and Council Member Goldstein seconded the motion.

It was moved by Council Member Zermeño, seconded by Council Member Goldstein, and carried by the following roll call vote, to adopt the resolution and approve the introduction of an ordinance.

AYES:	COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche, Syrop, Zermeño MAYOR Salinas
NOES:	None
ABSENT:	None
ABSTAIN:	None



CITY COUNCIL MEETING
777 B Street, Hayward, CA 94541
Virtual Platform (Zoom)
<https://hayward.zoom.us/j/85125536468?pwd=azZUMm9UTm1LUnNQTzhXWjUvcCtodz09>
Tuesday, March 7, 2023, 7:00 p.m.

Resolution 23-053 “Alcoholic Beverage Regulations Update: Adopt a Resolution Amending Chapter 10, Article 1, Section 10-1.2750 (Alcoholic Beverage Outlets) of the Hayward Municipal Code to Make Updates to the Regulations Governing Alcoholic Beverage Outlets Throughout the City, and Finding that the Action is Exempt from CEQA Review and Introducing an Ordinance Codifying the Amendments”

Intro Ordinance 23- “An Ordinance Amending Chapter 10, Article 1, Section 10- 1.2750 (Alcoholic Beverage Outlets) of the Hayward Municipal Code to Update the Regulations Governing Alcoholic Beverage Outlets Throughout the City”

LEGISLATIVE BUSINESS

7. FY 2023 Mid-Year Budget: Adopt a Resolution Approving the FY 2023 Mid-Year Budget Update and Five-Year General Fund Update **LB 23-011**

Staff report submitted by Finance Director Gonzales, dated March 7, 2023, was filed.

Director of Finance Gonzales provided a synopsis of the staff report.

In response to Council Member Zermeño’s inquiry regarding the drop in revenues from 2023 to 2024, Finance Director Gonzales noted the change was attributed to one-time transfer of American Rescue Plan Act (ARPA) funds.

In response to Council Member Zermeño’s inquiry about the possibility in the future to set aside Measure C funds for a new police building, City Manager McAdoo stated that Measure C expires in 2034 and might not be possible; shared that funds were being used for the initial design work and conceptual thinking; and staff would provide more information to the Council Budget and Finance Committee (CBFC) and subsequently to the Council.

In response to Council Member Andrews’ questions about Measure T (Real Property Transfer Tax) revenues and other revenue generators, Finance Director Gonzales responded there was no projected change at midyear and a report on adjusting the Transient Occupancy Tax would be presented at an upcoming CBFC meeting. Council Member Andrews encouraged staff to explore more opportunities as hotels were not doing well financially.

City Manager McAdoo added that a consulting firm would assist with evaluating the 2016 financial model and during a work session the Council could explore strategies to focus on over the next couple years.

In response to Council Member Syrop's inquiry about Measure C operating expenditures over the next ten years, Finance Director Gonzales responded that an escalation factor was built in for approximately 7% each year for police and maintenance services that can be used for employee related expense increases such as benefits, medical, cost of living adjustments, and contract needs; and added that other funds were transfers to unfunded liabilities for other post-employment benefits.

In response to Council Member Syrop's question about budget allocations for current vacancies and capital improvement, City Manager McAdoo responded that Measure C funds were used for specific intent of the ballot measure underscoring that vacancy savings would go to the General Fund first; and noted that staff was evaluating building modular locker rooms at HPD with ARPA and Measure C funds.

In response to Council Member Márquez's request for an overview of CBFC discussion at the previous week, Finance Director Gonzales shared there was discussion about the \$5.9 million appropriation related to workers' compensation, consideration of potential public safety facility improvements using Measure C funds, Measure C updates as a standing item at CBFC meetings, staff would look at finance policies related to real property transfer tax and threshold and a policy related to revenue received in excess of its threshold, and noted that these policies would be presented to CBFC for potential changes to be included in the City budget. Council Member Márquez noted there was also a request to get a historical chronological timeline of ballot measures.

In response to Council Member Roche's inquiry related to the request for \$500,000 for fuel cost and what was being done to convert the fleet to electric, Finance Director Gonzales responded that as vehicles are replaced the City considers hybrid and electric vehicles as options, but there were specific vehicles related to public safety that did not lend for electric vehicle types. In response to Council Member Roche's inquiry regarding increasing the fund the City had in place for rental assistance since the County's eviction moratorium was ending, City Manager McAdoo shared that staff was assessing the impact and having a supplemental budget for additional resources, and staff was determining what programs the City can offer to assist tenants.

In response to Council Member Goldstein's inquiry on whether the midyear appropriations include the expense for 68 vacancies in public safety, Finance Director Gonzales responded that the appropriations were related to cost-of-living adjustments for HPOA, Local 1909, and unrepresented staff; and indicated that every budgeted position was included assuming vacant positions are filled in order to get a true projection of the impact it would have in future fiscal years.

There being no public comment, Mayor Salinas opened and closed the public hearing at 9:06 p.m.



CITY COUNCIL MEETING
777 B Street, Hayward, CA 94541
Virtual Platform (Zoom)
<https://hayward.zoom.us/j/85125536468?pwd=azZUMm9UTm1LUnNQZzhXWjUvcCtodz09>
Tuesday, March 7, 2023, 7:00 p.m.

Council Member Márquez made a motion to move the staff recommendation and Council Member Roche seconded the motion.

Council Member Márquez appreciated City Manager McAdoo’s announcement that the Council will be reengaging the fiscal model to see fiscal impacts of decisions, and asked if the Finance team could collaborate with the Economic Development team in advance of the work session to get their perspective on revenue generation. Council Member Márquez added that while it was great to consider ballot measures, the City cannot always go to voters and hoped to bank on the expertise of Economic Development to have a menu of options.

It was moved by Council Member Márquez, seconded by Council Member Roche, and carried by the following roll call vote, to approve the resolutions.

AYES: COUNCIL MEMBERS Andrews, Goldstein, Márquez, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 23-054, “Resolution Amending Resolution 22-146, as Amended, the Budget Resolution for the City of Hayward Operating Budget for Fiscal Year 2023, Relating to an Appropriation of Funds”

Resolution 23-055, “FY 2023 Mid-Year Budget: Adopt a Resolution Approving the FY 2023 Mid-Year Budget Update and Five-Year General Fund Update”

COUNCIL REPORTS AND ANNOUNCEMENTS

Council Member Roche wished everyone a Happy St. Patrick’s Day.

Council Member Andrews announced the Keep Hayward Clean and Green Task Force was organizing a neighborhood beautification event at St. Joachim Catholic Church on March 25, 2023.

Council Member Zermeño invited all to the downtown street party to celebrate the 147th birthday of the City of Hayward on March 11, 2023.

Mayor Salinas acknowledged City Manager McAdoo for allocating necessary funds for the unhoused population in anticipation of the upcoming storm and confirmed there were sandbags available at 16 Barnes Court.

COUNCIL REFERRALS

There were none.

ADJOURNMENT

Mayor Salinas adjourned the City Council meeting at 9:14 p.m.

APPROVED

Mark Salinas
Mayor, City of Hayward

ATTEST:

Miriam Lens
City Clerk, City of Hayward



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: CONS 23-150

DATE: March 21, 2023

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Adopt an Ordinance Amending Chapter 10, Article 1, Section 10-1.2750 (Alcoholic Beverage Outlets) of the Hayward Municipal Code to Update the Regulations Governing Alcoholic Beverage Outlets Throughout the City

RECOMMENDATION

That the Council adopts the Ordinance introduced on March 7, 2023.

SUMMARY

This item entails adoption of an Ordinance amending Article 1, Chapter 10 of the Hayward Municipal Code, introduced on March 7, 2023, by Council Member Zermeño.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Summary of Ordinance Published



DATE: March 21, 2023
TO: Mayor and City Council
FROM: City Clerk
SUBJECT: Adopt an Ordinance Amending Chapter 10, Article 1, Section 10-1.2750 (Alcoholic Beverage Outlets) of the Hayward Municipal Code to Update the Regulations Governing Alcoholic Beverage Outlets Throughout the City

RECOMMENDATION

That the Council adopts the Ordinance introduced on March 7, 2023.

SUMMARY

This item entails adoption of an Ordinance amending Chapter 10, Article 1, Section 10-1.2750 (Alcoholic Beverage Outlets) of the Hayward Municipal Code, introduced on March 7, 2023, by Council Member Zermeño.

BACKGROUND

The Ordinance was introduced by Council Member Zermeño at the March 7, 2023, meeting of the City Council with the following vote:

AYES:	COUNCIL MEMBERS: Andrews, Goldstein, Márquez, Roche, Syrop, Zermeño MAYOR Salinas
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to one of the priorities outlined in the Council’s Strategic Roadmap.

FISCAL IMPACT

There is no fiscal impact associated with this report.

PUBLIC CONTACT

The summary of the Ordinance was published in the Daily Review c/o Bay Area News Group-East Bay on Friday, March 17, 2023. Adoption, at this time, is therefore appropriate.

NEXT STEPS

The Hayward Municipal Code and other related documents will be updated accordingly.

Prepared and Recommended by:

Miriam Lens, City Clerk

Approved by:

A handwritten signature in black ink, appearing to read 'Kelly McAdoo', with a long horizontal flourish extending to the right.

Kelly McAdoo, City Manager

PUBLIC NOTICE OF AN INTRODUCTION OF AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF HAYWARD

AN ORDINANCE AMENDING CHAPTER 10, ARTICLE 1, SECTION 10-1.2750 (ALCOHOLIC BEVERAGE OUTLETS) OF THE HAYWARD MUNICIPAL CODE TO UPDATE THE REGULATIONS GOVERNING ALCOHOLIC BEVERAGE OUTLETS THROUGHOUT THE CITY

NOW THEREFORE THE CITY COUNCIL OF THE CITY OF HAYWARD DOES ORDAIN AS FOLLOWS:

Section 1. Provisions. The City Council incorporates by reference the findings contained in Resolution No. 23-054 approving the below Zoning Text Amendments to the Hayward Municipal Code.

Section 2. Chapter 10, Article 1, Section 10-1.2750 (Alcoholic Beverage Outlets) of the Hayward Municipal Code is hereby amended.

SEC. 10-1.2751 DEFINITIONS.

SEC. 10-1.2752 PERFORMANCE STANDARDS FOR ALCOHOLIC BEVERAGE SALES ESTABLISHMENTS.

SEC. 10-1.2769 DEEMED APPROVED PERFORMANCE STANDARDS.

Section 3. California Environmental Quality Act. The City Council independently finds and determines that the Zoning Text Amendments are exempt from the California Environmental Quality Act (CEQA) under the “common sense” exception set forth in CEQA Guidelines Section 15061(b)(3) in that it can be seen with certainty that there is no possibility that their adoption could have a significant effect on the environment.

Section 4. Severance. Should any part of this Ordinance be declared by a final decision by a court or tribunal of competent jurisdiction to be unconstitutional, invalid, or beyond the authority of the City, such decision shall not affect the validity of the remainder of this Ordinance, which shall continue in full force and effect, provided that the remainder of the Ordinance, absent the unexcised portion, can be reasonably interpreted to give effect to the intentions of the City Council.

Section 5. Effective Date. In accordance with the provisions of Section 620 of the City Charter, the Ordinance shall become effective 30 days following adoption.

Introduced at a meeting of the City Council of the City of Hayward, held the 7th day of March, 2023, by Council Member Zermeño.

This Ordinance will be considered for adoption at the regular meeting of the Hayward City Council, to be held on March 21, 2023, at 7:00 p.m. Please note the City Council will hold a hybrid meeting which will allow for participation in the Council Chamber and virtually via the Zoom platform. The full text of this Ordinance is available for examination by the public by contacting the City Clerk's office at cityclerk@hayward-ca.gov or (510) 583-4400.

Dated: March 17, 2023
Miriam Lens, City Clerk
City of Hayward



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: CONS 23-153

DATE: March 21, 2023

TO: Mayor and City Council

FROM: Director of Human Resources

SUBJECT

Adopt a Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2023

RECOMMENDATION

That Council adopts a resolution (Attachment II) approving an amendment to the City of Hayward Salary Plan for Fiscal Year 2023 (FY 2023), which designates all classifications and corresponding salary range for employment in the City of Hayward as of March 27, 2023, superseding Resolution No. 23-042.

SUMMARY

As required by the Municipal Code, the FY 2023 Salary Plan has been updated to reflect salary corrections to two (2) classifications in the City's classified service. On March 9, 2023, the Personnel Commission held a public hearing in which it reviewed the two classifications and recommended to Council the correction for each position, effective March 27, 2023.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	FY23 Salary Plan



DATE: March 21, 2023

TO: Mayor and City Council

FROM: Director of Human Resources

SUBJECT: Adopt a Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2023

RECOMMENDATION

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SUMMARY

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BACKGROUND/DISCUSSION

Salary Corrections:

In December 2022, the Personnel Commission recommended to Council the approval of a ten percent (10%) salary increase to the salaries for Crime Scene Specialist and Crime Scene Technician based on a letter of understanding between the City of Hayward and Service Employee International Union, Local 1021 (SEIU). Pursuant to the letter of understanding, the salary increases were retroactive to December 20, 2021. Due to an administrative error, the salaries for Crime Scene Specialist and Crime Scene Technician that were presented to the City Council on January 17, 2023, were not reflective of a 3% COLA adjustment SEIU employees received in July 2022. As such, the salaries for Crime Scene Specialist and Crime Scene Technician have been revised to reflect the 3% COLA adjustment.

CRIME SCENCE SPECIALIST (C687): The salary range for Crime Scene Specialist is \$42.69 per hour at Step A and \$51.07 per hour at Step E

CRIME SCENE TECHNICIAN (C685): The salary range for Crime Scene Technician is \$38.81 per hour at Step A and \$46.42 per hour at Step E

FISCAL IMPACT

CRIME SCENE SPECIALIST: There is no additional annual fiscal impact for Crime Scene Specialist. The fiscal impact presented to the City Council on January 17, 2023, accounted for the 3% COLA adjustment.

CRIME SCENE TECHNICIAN: There is no additional annual fiscal impact for Crime Scene Technician. The fiscal impact presented to the City Council on January 17, 2023, accounted for the 3% COLA adjustment.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to one of the City Council's Strategic Roadmap initiatives.

NEXT STEPS

If approved, salary corrections will be implemented with coordination between the Human Resources and Finance Departments.

Prepared by: Valeria Cazares, Human Resources Technician

Recommended by: Brittney Frye, Director of Human Resources
Regina Youngblood, Assistant City Manager

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 23-____

Introduced by Council Member _____

RESOLUTION APPROVING THE AMENDED FISCAL YEAR 2023 SALARY PLAN DESIGNATING POSITIONS OF EMPLOYMENT IN THE CITY OF HAYWARD AND SALARY RANGE; AND SUPERSEDING RESOLUTION NO. 23-042 AND ALL AMENDMENTS THERETO

WHEREAS, the Salary Plan has been revised to correct the salaries of two classifications; and

WHEREAS, the Salary Plan must be amended to ensure it is reflective of these changes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward, as follows:

Section 1. That a revised Positions and Salaries Schedule relating to the positions of employment in the City of Hayward, and the hourly rates of pay for those positions, is hereby set forth in Attachment "III," attached hereto and made a part hereof. The positions enumerated under the columns headed "Classification Title" are hereby designated as the positions of employment in the City of Hayward, and the hourly, bi-weekly, monthly, and annual rates of pay shown in the adjacent rows under the headings "Step A" through "Step E" are the salary rates or the minimum and maximum rates of pay for such positions.

Section 2. Salaries paid to occupants of said positions shall be administered in accordance with the Personnel Rules and Memoranda of Understanding and Side Letter Agreements approved by the City Council and currently in effect.

Section 3. All class titles used herein refer to the specifications of the position classification plan as reviewed by the Personnel Commission of the City of Hayward, or as set forth in the City Charter.

Section 4. The salary ranges set forth in Attachment "III" shall be revised to reflect salary changes provided in any Memorandum of Understanding, Side Letters of Agreement, or resolution setting forth the wages, hours, and other terms and conditions of employment for a bargaining unit or group of unrepresented employees of the City. Any revisions made pursuant to the provisions of this section shall be incorporated into a document prepared by the Human Resources Director and distributed to affected employees or their representatives that reflects the date of the revision and cites both the authority provided by this section and the provision of the memorandum or resolution being effectuated by the revision.

Section 5. This resolution supersedes Resolution No. 23-042 and all amendments thereto.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2023

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2023**

ATTACHMENT III
Recommended by
Personnel Commission
on March 9, 2023
Approved by Council
on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
CITY ELECTED OFFICIALS/APPOINTED OFFICERS/EXECUTIVES								
MAYOR	E100	Unclassified	Hourly					
			Bi-Weekly					
			Monthly					
			Annual				39,960.00	
CITY COUNCIL	E110	Unclassified	Hourly					
			Bi-Weekly					
			Monthly					
			Annual				24,975.00	
CITY MANAGER	A120	Unclassified	Hourly				152.76	
			Bi-Weekly				12,220.80	
			Monthly				26,478.40	
			Annual				317,740.80	
CITY ATTORNEY	A100	Unclassified	Hourly				132.36	
			Bi-Weekly				10,588.80	
			Monthly				22,942.40	
			Annual				275,308.80	
CITY CLERK	A110	Unclassified	Hourly				80.11	
			Bi-Weekly				6,408.80	
			Monthly				13,885.73	
			Annual				166,628.80	
ASSISTANT CITY MANAGER	U735	Unclassified	Hourly	104.68	109.92	115.41	121.18	127.24
			Bi-Weekly	8,374.40	8,793.60	9,232.80	9,694.40	10,179.20
			Monthly	18,144.53	19,052.80	20,004.40	21,004.53	22,054.93
			Annual	217,734.40	228,633.60	240,052.80	252,054.40	264,659.20
CHIEF OF POLICE	P500	Unclassified	Hourly	105.93	111.21	116.78	122.62	128.74
			Bi-Weekly	8,474.40	8,896.80	9,342.40	9,809.60	10,299.20
			Monthly	18,361.20	19,276.40	20,241.87	21,254.13	22,314.93
			Annual	220,334.40	231,316.80	242,902.40	255,049.60	267,779.20
COMMUNICATIONS AND MARKETING OFFICER / PUBLIC INFORMATION OFFICER (PIO)	U311	Unclassified	Hourly	73.99	77.70	81.56	85.66	89.95
			Bi-Weekly	5,919.20	6,216.00	6,524.80	6,852.80	7,196.00
			Monthly	12,824.93	13,468.00	14,137.07	14,847.73	15,591.33
			Annual	153,899.20	161,616.00	169,644.80	178,172.80	187,096.00
DEPUTY CITY MANAGER	U505	Unclassified	Hourly	95.51	100.28	105.30	110.58	116.09
			Bi-Weekly	7,640.80	8,022.40	8,424.00	8,846.40	9,287.20
			Monthly	16,555.07	17,381.87	18,252.00	19,167.20	20,122.27
			Annual	198,660.80	208,582.40	219,024.00	230,006.40	241,467.20
DIRECTOR OF DEVELOPMENT SERVICES	U700	Unclassified	Hourly	93.41	98.07	102.99	108.14	113.54
			Bi-Weekly	7,472.80	7,845.60	8,239.20	8,651.20	9,083.20
			Monthly	16,191.07	16,998.80	17,851.60	18,744.27	19,680.27
			Annual	194,292.80	203,985.60	214,219.20	224,931.20	236,163.20
DIRECTOR OF FINANCE	U725	Unclassified	Hourly	91.63	96.20	101.03	106.08	111.37
			Bi-Weekly	7,330.40	7,696.00	8,082.40	8,486.40	8,909.60
			Monthly	15,882.53	16,674.67	17,511.87	18,387.20	19,304.13
			Annual	190,590.40	200,096.00	210,142.40	220,646.40	231,649.60
DIRECTOR OF HUMAN RESOURCES	U705	Unclassified	Hourly	95.51	100.27	105.29	110.55	116.07
			Bi-Weekly	7,640.80	8,021.60	8,423.20	8,844.00	9,285.60
			Monthly	16,555.07	17,380.13	18,250.27	19,162.00	20,118.80
			Annual	198,660.80	208,561.60	219,003.20	229,944.00	241,425.60
DIRECTOR OF INFORMATION TECHNOLOGY / CHIEF INFORMATION OFFICER (CIO)	U720	Unclassified	Hourly	94.31	98.99	103.96	109.17	114.62
			Bi-Weekly	7,544.80	7,919.20	8,316.80	8,733.60	9,169.60
			Monthly	16,347.07	17,158.27	18,019.73	18,922.80	19,867.47
			Annual	196,164.80	205,899.20	216,236.80	227,073.60	238,409.60
DIRECTOR OF LIBRARY SERVICES	U710	Unclassified	Hourly	93.41	98.07	102.99	108.14	113.54
			Bi-Weekly	7,472.80	7,845.60	8,239.20	8,651.20	9,083.20
			Monthly	16,191.07	16,998.80	17,851.60	18,744.27	19,680.27
			Annual	194,292.80	203,985.60	214,219.20	224,931.20	236,163.20
DIRECTOR OF MAINTENANCE SERVICES	U715	Unclassified	Hourly	93.41	98.07	102.99	108.14	113.54
			Bi-Weekly	7,472.80	7,845.60	8,239.20	8,651.20	9,083.20
			Monthly	16,191.07	16,998.80	17,851.60	18,744.27	19,680.27
			Annual	194,292.80	203,985.60	214,219.20	224,931.20	236,163.20
DIRECTOR OF PUBLIC WORKS	U730	Unclassified	Hourly	95.16	99.94	104.93	110.20	115.68
			Bi-Weekly	7,612.80	7,995.20	8,394.40	8,816.00	9,254.40
			Monthly	16,494.40	17,322.93	18,187.87	19,101.33	20,051.20
			Annual	197,932.80	207,875.20	218,254.40	229,216.00	240,614.40
FIRE CHIEF	F800	Unclassified	Hourly	115.80	121.57	127.66	134.05	140.75
			Bi-Weekly	9,264.00	9,725.60	10,212.80	10,724.00	11,260.00
			Monthly	20,072.00	21,072.13	22,127.73	23,235.33	24,396.67
			Annual	240,864.00	252,865.60	265,532.80	278,824.00	292,760.00

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2023**

ATTACHMENT III
Recommended by
Personnel Commission
on March 9, 2023
Approved by Council
on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
CITY WIDE ADMINISTRATIVE/ANALYTICAL SUPPORT								
SENIOR MANAGEMENT ANALYST	H115	Classified	Hourly	55.59	58.34	61.26	64.32	67.53
			Bi-Weekly	4,447.20	4,667.20	4,900.80	5,145.60	5,402.40
			Monthly	9,635.60	10,112.27	10,618.40	11,148.80	11,705.20
			Annual	115,627.20	121,347.20	127,420.80	133,785.60	140,462.40
MANAGEMENT ANALYST II	H110	Classified	Hourly	50.54	53.07	55.72	58.50	61.41
			Bi-Weekly	4,043.20	4,245.60	4,457.60	4,680.00	4,912.80
			Monthly	8,760.27	9,198.80	9,658.13	10,140.00	10,644.40
			Annual	105,123.20	110,385.60	115,897.60	121,680.00	127,732.80
MANAGEMENT ANALYST I	H105	Classified	Hourly	45.95	48.26	50.66	53.18	55.84
			Bi-Weekly	3,676.00	3,860.80	4,052.80	4,254.40	4,467.20
			Monthly	7,964.67	8,365.07	8,781.07	9,217.87	9,678.93
			Annual	95,576.00	100,380.80	105,372.80	110,614.40	116,147.20
EXECUTIVE ASSISTANT	U315	Unclassified	Hourly	44.85	46.91	49.03	51.13	53.38
			Bi-Weekly	3,588.00	3,752.80	3,922.40	4,090.40	4,270.40
			Monthly	7,774.00	8,131.07	8,498.53	8,862.53	9,252.53
			Annual	93,288.00	97,572.80	101,982.40	106,350.40	111,030.40
ADMINISTRATIVE SUPERVISOR	H120	Classified	Hourly	44.42	46.62	48.96	51.38	53.96
			Bi-Weekly	3,553.60	3,729.60	3,916.80	4,110.40	4,316.80
			Monthly	7,699.47	8,080.80	8,486.40	8,905.87	9,353.07
			Annual	92,393.60	96,969.60	101,836.80	106,870.40	112,236.80
ADMINISTRATIVE SECRETARY	C120	Classified	Hourly	41.57	43.28	44.98	46.68	48.53
			Bi-Weekly	3,325.60	3,462.40	3,598.40	3,734.40	3,882.40
			Monthly	7,205.47	7,501.87	7,796.53	8,091.20	8,411.87
			Annual	86,465.60	90,022.40	93,558.40	97,094.40	100,942.40
SENIOR SECRETARY	C115	Classified	Hourly	38.00	39.48	41.09	42.60	44.24
			Bi-Weekly	3,040.00	3,158.40	3,287.20	3,408.00	3,539.20
			Monthly	6,586.67	6,843.20	7,122.27	7,384.00	7,668.27
			Annual	79,040.00	82,118.40	85,467.20	88,608.00	92,019.20
SECRETARY	C110	Classified	Hourly	33.44	34.97	36.74	38.44	40.26
			Bi-Weekly	2,675.20	2,797.60	2,939.20	3,075.20	3,220.80
			Monthly	5,796.27	6,061.47	6,368.27	6,662.93	6,978.40
			Annual	69,555.20	72,737.60	76,419.20	79,955.20	83,740.80
ADMINISTRATIVE CLERK II	C105	Classified	Hourly	29.32	30.53	31.77	33.19	34.82
			Bi-Weekly	2,345.60	2,442.40	2,541.60	2,655.20	2,785.60
			Monthly	5,082.13	5,291.87	5,506.80	5,752.93	6,035.47
			Annual	60,985.60	63,502.40	66,081.60	69,035.20	72,425.60
ADMINISTRATIVE CLERK I	C100	Classified	Hourly	25.81	27.19	28.56	30.09	31.66
			Bi-Weekly	2,064.80	2,175.20	2,284.80	2,407.20	2,532.80
			Monthly	4,473.73	4,712.93	4,950.40	5,215.60	5,487.73
			Annual	53,684.80	56,555.20	59,404.80	62,587.20	65,852.80
ADMINISTRATIVE INTERN	Z120	Classified	Hourly				15.82	20.00
			Bi-Weekly				1,265.60	1,600.00
			Monthly				2,742.13	3,466.67
			Annual				32,905.60	41,600.00
MAIL CLERK	C410	Classified	Hourly			17.73	18.59	19.53
			Bi-Weekly			1,418.40	1,487.20	1,562.40
			Monthly			3,073.20	3,222.27	3,385.20
			Annual			36,878.40	38,667.20	40,622.40

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2023**

ATTACHMENT III
Recommended by
Personnel Commission
on March 9, 2023
Approved by Council
on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
CITY WIDE MAINTENANCE								
ELECTRICIAN II	M410	Classified	Hourly	48.62	50.55	52.54	54.78	57.04
			Bi-Weekly	3,889.60	4,044.00	4,203.20	4,382.40	4,563.20
			Monthly	8,427.47	8,762.00	9,106.93	9,495.20	9,886.93
			Annual	101,129.60	105,144.00	109,283.20	113,942.40	118,643.20
ELECTRICIAN I	M405	Classified	Hourly	44.21	46.03	47.85	49.85	51.89
			Bi-Weekly	3,536.80	3,682.40	3,828.00	3,988.00	4,151.20
			Monthly	7,663.07	7,978.53	8,294.00	8,640.67	8,994.27
			Annual	91,956.80	95,742.40	99,528.00	103,688.00	107,931.20
MAINTENANCE WORKER	M305	Classified	Hourly	37.78	39.28	40.88	42.32	43.96
			Bi-Weekly	3,022.40	3,142.40	3,270.40	3,385.60	3,516.80
			Monthly	6,548.53	6,808.53	7,085.87	7,335.47	7,619.73
			Annual	78,582.40	81,702.40	85,030.40	88,025.60	91,436.80
LABORER	M200 M300 M830 M905	Classified	Hourly	28.73	29.79	30.97	32.24	33.39
			Bi-Weekly	2,298.40	2,383.20	2,477.60	2,579.20	2,671.20
			Monthly	4,979.87	5,163.60	5,368.13	5,588.27	5,787.60
			Annual	59,758.40	61,963.20	64,417.60	67,059.20	69,451.20
CITY ATTORNEY DEPARTMENT								
SENIOR ASSISTANT CITY ATTORNEY	U215	Classified	Hourly	84.27	88.52	92.94	97.59	102.47
			Bi-Weekly	6,741.60	7,081.60	7,435.20	7,807.20	8,197.60
			Monthly	14,606.80	15,343.47	16,109.60	16,915.60	17,761.47
			Annual	175,281.60	184,121.60	193,315.20	202,987.20	213,137.60
ASSISTANT CITY ATTORNEY	U210	Classified	Hourly	76.62	80.45	84.50	88.71	93.14
			Bi-Weekly	6,129.60	6,436.00	6,760.00	7,096.80	7,451.20
			Monthly	13,280.80	13,944.67	14,646.67	15,376.40	16,144.27
			Annual	159,369.60	167,336.00	175,760.00	184,516.80	193,731.20
DEPUTY CITY ATTORNEY II	U205	Classified	Hourly	63.35	66.49	69.81	73.29	76.99
			Bi-Weekly	5,068.00	5,319.20	5,584.80	5,863.20	6,159.20
			Monthly	10,980.67	11,524.93	12,100.40	12,703.60	13,344.93
			Annual	131,768.00	138,299.20	145,204.80	152,443.20	160,139.20
DEPUTY CITY ATTORNEY I	U200	Classified	Hourly	57.57	60.45	63.47	66.65	69.98
			Bi-Weekly	4,605.60	4,836.00	5,077.60	5,332.00	5,598.40
			Monthly	9,978.80	10,478.00	11,001.47	11,552.67	12,129.87
			Annual	119,745.60	125,736.00	132,017.60	138,632.00	145,558.40
SENIOR PARALEGAL	U196	Classified	Hourly	43.88	46.09	48.38	50.79	53.33
			Bi-Weekly	3,510.40	3,687.20	3,870.40	4,063.20	4,266.40
			Monthly	7,605.87	7,988.93	8,385.87	8,803.60	9,243.87
			Annual	91,270.40	95,867.20	100,630.40	105,643.20	110,926.40
PARALEGAL	U195	Classified	Hourly	39.88	41.88	43.98	46.16	48.48
			Bi-Weekly	3,190.40	3,350.40	3,518.40	3,692.80	3,878.40
			Monthly	6,912.53	7,259.20	7,623.20	8,001.07	8,403.20
			Annual	82,950.40	87,110.40	91,478.40	96,012.80	100,838.40
LEGAL SECRETARY II	C935	Classified	Hourly	36.09	38.19	41.06	41.92	44.07
			Bi-Weekly	2,887.20	3,055.20	3,284.80	3,353.60	3,525.60
			Monthly	6,255.60	6,619.60	7,117.07	7,266.13	7,638.80
			Annual	75,067.20	79,435.20	85,404.80	87,193.60	91,665.60
LEGAL SECRETARY I	C930	Classified	Hourly	32.50	34.21	36.02	37.96	39.96
			Bi-Weekly	2,600.00	2,736.80	2,881.60	3,036.80	3,196.80
			Monthly	5,633.33	5,929.73	6,243.47	6,579.73	6,926.40
			Annual	67,600.00	71,156.80	74,921.60	78,956.80	83,116.80
CITY CLERK DEPARTMENT								
DEPUTY CITY CLERK	H500	Classified	Hourly	50.54	53.08	55.71	58.50	61.42
			Bi-Weekly	4,043.20	4,246.40	4,456.80	4,680.00	4,913.60
			Monthly	8,760.27	9,200.53	9,656.40	10,140.00	10,646.13
			Annual	105,123.20	110,406.40	115,876.80	121,680.00	127,753.60

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FY 2023**

ATTACHMENT III
Recommended by
Personnel Commission
on March 9, 2023
Approved by Council
on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
CITY MANAGER DEPARTMENT								
OFFICE OF THE CITY MANAGER								
EQUITY AND INCLUSION OFFICER	U340	Classified	Hourly	61.79	64.88	68.11	71.52	75.09
			Bi-Weekly	4,943.20	5,190.40	5,448.80	5,721.60	6,007.20
			Monthly	10,710.27	11,245.87	11,805.73	12,396.80	13,015.60
			Annual	128,523.20	134,950.40	141,668.80	148,761.60	156,187.20
ASSISTANT TO CITY MANAGER	U320	Unclassified	Hourly	61.79	64.88	68.11	71.52	75.09
			Bi-Weekly	4,943.20	5,190.40	5,448.80	5,721.60	6,007.20
			Monthly	10,710.27	11,245.87	11,805.73	12,396.80	13,015.60
			Annual	128,523.20	134,950.40	141,668.80	148,761.60	156,187.20
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified	Hourly	36.49	38.27	40.31	42.31	44.36
			Bi-Weekly	2,919.20	3,061.60	3,224.80	3,384.80	3,548.80
			Monthly	6,324.93	6,633.47	6,987.07	7,333.73	7,689.07
			Annual	75,899.20	79,601.60	83,844.80	88,004.80	92,268.80
DIGITAL APPLICATIONS DEVELOPER	T470	Classified	Hourly	51.80	54.37	57.09	59.94	62.95
			Bi-Weekly	4,144.00	4,349.60	4,567.20	4,795.20	5,036.00
			Monthly	8,978.67	9,424.13	9,895.60	10,389.60	10,911.33
			Annual	107,744.00	113,089.60	118,747.20	124,675.20	130,936.00
MANAGEMENT FELLOW	U300	Classified	Hourly					39.76
			Bi-Weekly					3,180.80
			Monthly					6,891.73
			Annual					82,700.80
COMMUNITY SERVICES								
COMMUNITY SERVICES MANAGER	H745	Classified	Hourly	69.72	73.21	76.88	80.74	84.75
			Bi-Weekly	5,577.60	5,856.80	6,150.40	6,459.20	6,780.00
			Monthly	12,084.80	12,689.73	13,325.87	13,994.93	14,690.00
			Annual	145,017.60	152,276.80	159,910.40	167,939.20	176,280.00
COMMUNITY PROGRAMS SPECIALIST	T705	Classified	Hourly	45.50	47.87	50.30	52.77	55.35
			Bi-Weekly	3,640.00	3,829.60	4,024.00	4,221.60	4,428.00
			Monthly	7,886.67	8,297.47	8,718.67	9,146.80	9,594.00
			Annual	94,640.00	99,569.60	104,624.00	109,761.60	115,128.00
SENIOR PROPERTY REHABILITATION SPECIALIST	T730	Classified	Hourly	50.03	52.63	55.30	58.04	60.87
			Bi-Weekly	4,002.40	4,210.40	4,424.00	4,643.20	4,869.60
			Monthly	8,671.87	9,122.53	9,585.33	10,060.27	10,550.80
			Annual	104,062.40	109,470.40	115,024.00	120,723.20	126,609.60
PROPERTY REHABILITATION SPECIALIST	T725	Classified	Hourly	45.50	47.87	50.30	52.77	55.35
			Bi-Weekly	3,640.00	3,829.60	4,024.00	4,221.60	4,428.00
			Monthly	7,886.67	8,297.47	8,718.67	9,146.80	9,594.00
			Annual	94,640.00	99,569.60	104,624.00	109,761.60	115,128.00
PARATRANSIT COORDINATOR	T715	Classified	Hourly	43.38	45.54	47.74	50.17	52.62
			Bi-Weekly	3,470.40	3,643.20	3,819.20	4,013.60	4,209.60
			Monthly	7,519.20	7,893.60	8,274.93	8,696.13	9,120.80
			Annual	90,230.40	94,723.20	99,299.20	104,353.60	109,449.60
ECONOMIC DEVELOPMENT								
CHIEF ECONOMIC DEVELOPMENT OFFICER	U330	Classified	Hourly	76.69	80.53	84.57	88.81	93.23
			Bi-Weekly	6,135.20	6,442.40	6,765.60	7,104.80	7,458.40
			Monthly	13,292.93	13,958.53	14,658.80	15,393.73	16,159.87
			Annual	159,515.20	167,502.40	175,905.60	184,724.80	193,918.40
ECONOMIC DEVELOPMENT MANAGER	H710	Classified	Hourly	69.72	73.21	76.88	80.74	84.75
			Bi-Weekly	5,577.60	5,856.80	6,150.40	6,459.20	6,780.00
			Monthly	12,084.80	12,689.73	13,325.87	13,994.93	14,690.00
			Annual	145,017.60	152,276.80	159,910.40	167,939.20	176,280.00
ECONOMIC DEVELOPMENT SPECIALIST	T745	Classified	Hourly	49.38	51.86	54.39	57.16	59.95
			Bi-Weekly	3,950.40	4,148.80	4,351.20	4,572.80	4,796.00
			Monthly	8,559.20	8,989.07	9,427.60	9,907.73	10,391.33
			Annual	102,710.40	107,868.80	113,131.20	118,892.80	124,696.00
NEIGHBORHOOD PARTNERSHIP SERVICES								
NEIGHBORHOOD DEVELOPMENT MANAGER	H735	Classified	Hourly	68.85	72.26	75.87	79.66	83.65
			Bi-Weekly	5,508.00	5,780.80	6,069.60	6,372.80	6,692.00
			Monthly	11,934.00	12,525.07	13,150.80	13,807.73	14,499.33
			Annual	143,208.00	150,300.80	157,809.60	165,692.80	173,992.00
NEIGHBORHOOD PARTNERSHIP MANAGER	H730	Classified	Hourly	61.90	65.00	68.23	71.66	75.24
			Bi-Weekly	4,952.00	5,200.00	5,458.40	5,732.80	6,019.20
			Monthly	10,729.33	11,266.67	11,826.53	12,421.07	13,041.60
			Annual	128,752.00	135,200.00	141,918.40	149,052.80	156,499.20

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ATTACHMENT III
Recommended by
Personnel Commission
on March 9, 2023
Approved by Council
on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
HOUSING AUTHORITY								
HOUSING MANAGER	H715	Classified	Hourly	69.72	73.21	76.88	80.74	84.75
			Bi-Weekly	5,577.60	5,856.80	6,150.40	6,459.20	6,780.00
			Monthly	12,084.80	12,689.73	13,325.87	13,994.93	14,690.00
			Annual	145,017.60	152,276.80	159,910.40	167,939.20	176,280.00
HOUSING DEVELOPMENT SPECIALIST	T750	Classified	Hourly	49.38	51.86	54.39	57.16	59.95
			Bi-Weekly	3,950.40	4,148.80	4,351.20	4,572.80	4,796.00
			Monthly	8,559.20	8,989.07	9,427.60	9,907.73	10,391.33
			Annual	102,710.40	107,868.80	113,131.20	118,892.80	124,696.00
HOMEOWNERSHIP COORDINATOR	T710	Classified	Hourly	43.38	45.54	47.74	50.17	52.62
			Bi-Weekly	3,470.40	3,643.20	3,819.20	4,013.60	4,209.60
			Monthly	7,519.20	7,893.60	8,274.93	8,696.13	9,120.80
			Annual	90,230.40	94,723.20	99,299.20	104,353.60	109,449.60
DEVELOPMENT SERVICES DEPARTMENT								
DEVELOPMENT SERVICE ADMINISTRATION								
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES	U515	Classified	Hourly	81.07	85.15	89.41	93.87	98.58
			Bi-Weekly	6,485.60	6,812.00	7,152.80	7,509.60	7,886.40
			Monthly	14,052.13	14,759.33	15,497.73	16,270.80	17,087.20
			Annual	168,625.60	177,112.00	185,972.80	195,249.60	205,046.40
BUILDING DIVISION								
CITY BUILDING OFFICIAL	H335	Classified	Hourly	71.57	75.16	78.90	82.88	87.00
			Bi-Weekly	5,725.60	6,012.80	6,312.00	6,630.40	6,960.00
			Monthly	12,405.47	13,027.73	13,676.00	14,365.87	15,080.00
			Annual	148,865.60	156,332.80	164,112.00	172,390.40	180,960.00
SUPERVISING BUILDING INSPECTOR	H330	Classified	Hourly	61.08	64.13	67.34	70.71	74.25
			Bi-Weekly	4,886.40	5,130.40	5,387.20	5,656.80	5,940.00
			Monthly	10,587.20	11,115.87	11,672.27	12,256.40	12,870.00
			Annual	127,046.40	133,390.40	140,067.20	147,076.80	154,440.00
SENIOR BUILDING INSPECTOR/STRUCTURAL	T365	Classified	Hourly	53.77	56.64	59.50	62.30	65.41
			Bi-Weekly	4,301.60	4,531.20	4,760.00	4,984.00	5,232.80
			Monthly	9,320.13	9,817.60	10,313.33	10,798.67	11,337.73
			Annual	111,841.60	117,811.20	123,760.00	129,584.00	136,052.80
SENIOR BUILDING INSPECTOR/PLUMBING-MECHANICAL	T360	Classified	Hourly	53.77	56.64	59.50	62.30	65.41
			Bi-Weekly	4,301.60	4,531.20	4,760.00	4,984.00	5,232.80
			Monthly	9,320.13	9,817.60	10,313.33	10,798.67	11,337.73
			Annual	111,841.60	117,811.20	123,760.00	129,584.00	136,052.80
SENIOR BUILDING INSPECTOR/ELECTRICAL	T355	Classified	Hourly	53.77	56.64	59.50	62.30	65.41
			Bi-Weekly	4,301.60	4,531.20	4,760.00	4,984.00	5,232.80
			Monthly	9,320.13	9,817.60	10,313.33	10,798.67	11,337.73
			Annual	111,841.60	117,811.20	123,760.00	129,584.00	136,052.80
BUILDING INSPECTOR	T350	Classified	Hourly	46.42	48.61	51.08	53.68	57.19
			Bi-Weekly	3,713.60	3,888.80	4,086.40	4,294.40	4,575.20
			Monthly	8,046.13	8,425.73	8,853.87	9,304.53	9,912.93
			Annual	96,553.60	101,108.80	106,246.40	111,654.40	118,955.20
PLAN CHECKING ENGINEER	T335	Classified	Hourly	57.03	59.78	62.80	66.08	69.43
			Bi-Weekly	4,562.40	4,782.40	5,024.00	5,286.40	5,554.40
			Monthly	9,885.20	10,361.87	10,885.33	11,453.87	12,034.53
			Annual	118,622.40	124,342.40	130,624.00	137,446.40	144,414.40
SUPERVISING PLAN CHECKER AND EXPEDITOR	H325	Classified	Hourly	64.82	68.05	71.47	75.05	78.81
			Bi-Weekly	5,185.60	5,444.00	5,717.60	6,004.00	6,304.80
			Monthly	11,235.47	11,795.33	12,388.13	13,008.67	13,660.40
			Annual	134,825.60	141,544.00	148,657.60	156,104.00	163,924.80
SENIOR PLAN CHECKER	T330	Classified	Hourly	53.77	56.64	59.50	62.30	65.41
			Bi-Weekly	4,301.60	4,531.20	4,760.00	4,984.00	5,232.80
			Monthly	9,320.13	9,817.60	10,313.33	10,798.67	11,337.73
			Annual	111,841.60	117,811.20	123,760.00	129,584.00	136,052.80
PLAN CHECKER	T325	Classified	Hourly	48.90	51.46	54.09	56.66	59.49
			Bi-Weekly	3,912.00	4,116.80	4,327.20	4,532.80	4,759.20
			Monthly	8,476.00	8,919.73	9,375.60	9,821.07	10,311.60
			Annual	101,712.00	107,036.80	112,507.20	117,852.80	123,739.20

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SUPERVISING PERMIT TECHNICIAN	H340	Classified	Hourly	43.60	45.78	48.06	50.47	52.99
			Bi-Weekly	3,488.00	3,662.40	3,844.80	4,037.60	4,239.20
			Monthly	7,557.33	7,935.20	8,330.40	8,748.13	9,184.93
			Annual	90,688.00	95,222.40	99,964.80	104,977.60	110,219.20
SENIOR PERMIT TECHNICIAN	C205	Classified	Hourly	40.20	41.86	43.48	45.36	47.67
			Bi-Weekly	3,216.00	3,348.80	3,478.40	3,628.80	3,813.60
			Monthly	6,968.00	7,255.73	7,536.53	7,862.40	8,262.80
			Annual	83,616.00	87,068.80	90,438.40	94,348.80	99,153.60
PERMIT TECHNICIAN II	C200	Classified	Hourly	36.25	37.68	39.21	40.91	42.97
			Bi-Weekly	2,900.00	3,014.40	3,136.80	3,272.80	3,437.60
			Monthly	6,283.33	6,531.20	6,796.40	7,091.07	7,448.13
			Annual	75,400.00	78,374.40	81,556.80	85,092.80	89,377.60
PERMIT TECHNICIAN I	C199	Classified	Hourly	32.95	34.25	35.64	37.16	39.06
			Bi-Weekly	2,636.00	2,740.00	2,851.20	2,972.80	3,124.80
			Monthly	5,711.33	5,936.67	6,177.60	6,441.07	6,770.40
			Annual	68,536.00	71,240.00	74,131.20	77,292.80	81,244.80
PLANNING DIVISION								
PLANNING MANAGER	H320	Classified	Hourly	71.90	75.48	79.25	83.20	87.39
			Bi-Weekly	5,752.00	6,038.40	6,340.00	6,656.00	6,991.20
			Monthly	12,462.67	13,083.20	13,736.67	14,421.33	15,147.60
			Annual	149,552.00	156,998.40	164,840.00	173,056.00	181,771.20
PRINCIPAL PLANNER	H315	Classified	Hourly	61.90	65.00	68.23	71.66	75.24
			Bi-Weekly	4,952.00	5,200.00	5,458.40	5,732.80	6,019.20
			Monthly	10,729.33	11,266.67	11,826.53	12,421.07	13,041.60
			Annual	128,752.00	135,200.00	141,918.40	149,052.80	156,499.20
SENIOR PLANNER	H310	Classified	Hourly	55.47	58.22	61.14	64.19	67.40
			Bi-Weekly	4,437.60	4,657.60	4,891.20	5,135.20	5,392.00
			Monthly	9,614.80	10,091.47	10,597.60	11,126.27	11,682.67
			Annual	115,377.60	121,097.60	127,171.20	133,515.20	140,192.00
ASSOCIATE PLANNER	T315	Classified	Hourly	49.51	51.94	54.53	57.33	60.08
			Bi-Weekly	3,960.80	4,155.20	4,362.40	4,586.40	4,806.40
			Monthly	8,581.73	9,002.93	9,451.87	9,937.20	10,413.87
			Annual	102,980.80	108,035.20	113,422.40	119,246.40	124,966.40
ASSISTANT PLANNER	T310	Classified	Hourly	40.64	42.62	44.91	47.11	49.51
			Bi-Weekly	3,251.20	3,409.60	3,592.80	3,768.80	3,960.80
			Monthly	7,044.27	7,387.47	7,784.40	8,165.73	8,581.73
			Annual	84,531.20	88,649.60	93,412.80	97,988.80	102,980.80
JUNIOR PLANNER	T305	Classified	Hourly	36.03	37.92	39.70	41.70	43.73
			Bi-Weekly	2,882.40	3,033.60	3,176.00	3,336.00	3,498.40
			Monthly	6,245.20	6,572.80	6,881.33	7,228.00	7,579.87
			Annual	74,942.40	78,873.60	82,576.00	86,736.00	90,958.40
DEVELOPMENT REVIEW SPECIALIST	T320	Classified	Hourly	45.46	47.65	50.27	52.73	55.41
			Bi-Weekly	3,636.80	3,812.00	4,021.60	4,218.40	4,432.80
			Monthly	7,879.73	8,259.33	8,713.47	9,139.87	9,604.40
			Annual	94,556.80	99,112.00	104,561.60	109,678.40	115,252.80
LANDSCAPE ARCHITECT	H300	Classified	Hourly	65.36	68.62	72.06	75.66	79.46
			Bi-Weekly	5,228.80	5,489.60	5,764.80	6,052.80	6,356.80
			Monthly	11,329.07	11,894.13	12,490.40	13,114.40	13,773.07
			Annual	135,948.80	142,729.60	149,884.80	157,372.80	165,276.80
ASSOCIATE LANDSCAPE ARCHITECT	T370	Classified	Hourly	49.51	51.94	54.53	57.33	60.08
			Bi-Weekly	3,960.80	4,155.20	4,362.40	4,586.40	4,806.40
			Monthly	8,581.73	9,002.93	9,451.87	9,937.20	10,413.87
			Annual	102,980.80	108,035.20	113,422.40	119,246.40	124,966.40
CODE ENFORCEMENT DIVISION								
CODE ENFORCEMENT MANAGER	H703	Classified	Hourly	56.57	59.40	62.35	65.47	68.73
			Bi-Weekly	4,525.60	4,752.00	4,988.00	5,237.60	5,498.40
			Monthly	9,805.47	10,296.00	10,807.33	11,348.13	11,913.20
			Annual	117,665.60	123,552.00	129,688.00	136,177.60	142,958.40
CODE ENFORCEMENT SUPERVISOR	H700	Classified	Hourly	49.17	51.64	54.23	56.92	59.78
			Bi-Weekly	3,933.60	4,131.20	4,338.40	4,553.60	4,782.40
			Monthly	8,522.80	8,950.93	9,399.87	9,866.13	10,361.87
			Annual	102,273.60	107,411.20	112,798.40	118,393.60	124,342.40
SENIOR CODE ENFORCEMENT INSPECTOR	T610	Classified	Hourly	48.56	50.99	53.53	56.21	59.02
			Bi-Weekly	3,884.80	4,079.20	4,282.40	4,496.80	4,721.60
			Monthly	8,417.07	8,838.27	9,278.53	9,743.07	10,230.13
			Annual	101,004.80	106,059.20	111,342.40	116,916.80	122,761.60
CODE ENFORCEMENT INSPECTOR II	T605	Classified	Hourly	44.14	46.33	48.64	51.09	53.63
			Bi-Weekly	3,531.20	3,706.40	3,891.20	4,087.20	4,290.40
			Monthly	7,650.93	8,030.53	8,430.93	8,855.60	9,295.87
			Annual	91,811.20	96,366.40	101,171.20	106,267.20	111,550.40
CODE ENFORCEMENT INSPECTOR I	T600	Classified	Hourly	40.12	42.12	44.21	46.43	48.77
			Bi-Weekly	3,209.60	3,369.60	3,536.80	3,714.40	3,901.60
			Monthly	6,954.13	7,300.80	7,663.07	8,047.87	8,453.47
			Annual	83,449.60	87,609.60	91,956.80	96,574.40	101,441.60

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FINANCE DEPARTMENT								
ADMINISTRATION DIVISION								
DEPUTY DIRECTOR OF FINANCE	U500	Classified	Hourly	74.08	77.78	81.67	85.76	90.03
			Bi-Weekly	5,926.40	6,222.40	6,533.60	6,860.80	7,202.40
			Monthly	12,840.53	13,481.87	14,156.13	14,865.07	15,605.20
			Annual	154,086.40	161,782.40	169,873.60	178,380.80	187,262.40
BUDGET OFFICER	H170	Classified	Hourly	58.21	61.14	64.18	67.39	70.74
			Bi-Weekly	4,656.80	4,891.20	5,134.40	5,391.20	5,659.20
			Monthly	10,089.73	10,597.60	11,124.53	11,680.93	12,261.60
			Annual	121,076.80	127,171.20	133,494.40	140,171.20	147,139.20
FINANCIAL ANALYST	H165	Classified	Hourly	50.75	53.28	55.92	58.72	61.67
			Bi-Weekly	4,060.00	4,262.40	4,473.60	4,697.60	4,933.60
			Monthly	8,796.67	9,235.20	9,692.80	10,178.13	10,689.47
			Annual	105,560.00	110,822.40	116,313.60	122,137.60	128,273.60
FINANCE TECHNICIAN	C320	Classified	Hourly	38.77	40.70	42.73	44.87	47.13
			Bi-Weekly	3,101.60	3,256.00	3,418.40	3,589.60	3,770.40
			Monthly	6,720.13	7,054.67	7,406.53	7,777.47	8,169.20
			Annual	80,641.60	84,656.00	88,878.40	93,329.60	98,030.40
ACCOUNTING DIVISION								
ACCOUNTING MANAGER	H150	Classified	Hourly	67.34	70.69	74.22	77.93	81.84
			Bi-Weekly	5,387.20	5,655.20	5,937.60	6,234.40	6,547.20
			Monthly	11,672.27	12,252.93	12,864.80	13,507.87	14,185.60
			Annual	140,067.20	147,035.20	154,377.60	162,094.40	170,227.20
SENIOR ACCOUNTANT	H145	Classified	Hourly	51.05	53.58	56.25	59.06	62.00
			Bi-Weekly	4,084.00	4,286.40	4,500.00	4,724.80	4,960.00
			Monthly	8,848.67	9,287.20	9,750.00	10,237.07	10,746.67
			Annual	106,184.00	111,446.40	117,000.00	122,844.80	128,960.00
ACCOUNTANT	H140	Classified	Hourly	46.38	48.69	51.13	53.67	56.37
			Bi-Weekly	3,710.40	3,895.20	4,090.40	4,293.60	4,509.60
			Monthly	8,039.20	8,439.60	8,862.53	9,302.80	9,770.80
			Annual	96,470.40	101,275.20	106,350.40	111,633.60	117,249.60
SENIOR ACCOUNT CLERK	C305	Classified	Hourly	33.57	35.20	36.73	38.49	40.29
			Bi-Weekly	2,685.60	2,816.00	2,938.40	3,079.20	3,223.20
			Monthly	5,818.80	6,101.33	6,366.53	6,671.60	6,983.60
			Annual	69,825.60	73,216.00	76,398.40	80,059.20	83,803.20
ACCOUNT CLERK	C300	Classified	Hourly	30.58	31.95	33.45	34.98	36.75
			Bi-Weekly	2,446.40	2,556.00	2,676.00	2,798.40	2,940.00
			Monthly	5,300.53	5,538.00	5,798.00	6,063.20	6,370.00
			Annual	63,606.40	66,456.00	69,576.00	72,758.40	76,440.00
REVENUE DIVISION								
REVENUE MANAGER	H160	Classified	Hourly	67.34	70.69	74.22	77.93	81.84
			Bi-Weekly	5,387.20	5,655.20	5,937.60	6,234.40	6,547.20
			Monthly	11,672.27	12,252.93	12,864.80	13,507.87	14,185.60
			Annual	140,067.20	147,035.20	154,377.60	162,094.40	170,227.20
FINANCE SUPERVISOR	H155	Classified	Hourly	50.75	53.28	55.92	58.72	61.67
			Bi-Weekly	4,060.00	4,262.40	4,473.60	4,697.60	4,933.60
			Monthly	8,796.67	9,235.20	9,692.80	10,178.13	10,689.47
			Annual	105,560.00	110,822.40	116,313.60	122,137.60	128,273.60
SUPERVISING CUSTOMER ACCOUNT CLERK	C332	Classified	Hourly	36.45	38.29	40.17	42.19	44.31
			Bi-Weekly	2,916.00	3,063.20	3,213.60	3,375.20	3,544.80
			Monthly	6,318.00	6,636.93	6,962.80	7,312.93	7,680.40
			Annual	75,816.00	79,643.20	83,553.60	87,755.20	92,164.80
SENIOR CUSTOMER ACCOUNT CLERK	C330	Classified	Hourly	33.57	35.20	36.73	38.49	40.29
			Bi-Weekly	2,685.60	2,816.00	2,938.40	3,079.20	3,223.20
			Monthly	5,818.80	6,101.33	6,366.53	6,671.60	6,983.60
			Annual	69,825.60	73,216.00	76,398.40	80,059.20	83,803.20
CUSTOMER ACCOUNT CLERK	C325	Classified	Hourly	30.58	31.95	33.45	34.98	36.75
			Bi-Weekly	2,446.40	2,556.00	2,676.00	2,798.40	2,940.00
			Monthly	5,300.53	5,538.00	5,798.00	6,063.20	6,370.00
			Annual	63,606.40	66,456.00	69,576.00	72,758.40	76,440.00
MAIL AND REVENUE CLERK	C322	Classified	Hourly	25.81	27.19	28.56	30.09	31.66
			Bi-Weekly	2,064.80	2,175.20	2,284.80	2,407.20	2,532.80
			Monthly	4,473.73	4,712.93	4,950.40	5,215.60	5,487.73
			Annual	53,684.80	56,555.20	59,404.80	62,587.20	65,852.80
PURCHASING DIVISION								
PURCHASING AND SERVICES MANAGER	H180	Classified	Hourly	58.20	61.11	64.16	67.36	70.71
			Bi-Weekly	4,656.00	4,888.80	5,132.80	5,388.80	5,656.80
			Monthly	10,088.00	10,592.40	11,121.07	11,675.73	12,256.40
			Annual	121,056.00	127,108.80	133,452.80	140,108.80	147,076.80
PURCHASING TECHNICIAN	C345	Classified	Hourly	38.77	40.70	42.73	44.87	47.13
			Bi-Weekly	3,101.60	3,256.00	3,418.40	3,589.60	3,770.40
			Monthly	6,720.13	7,054.67	7,406.53	7,777.47	8,169.20
			Annual	80,641.60	84,656.00	88,878.40	93,329.60	98,030.40
MAIL AND PURCHASING CLERK	C335	Classified	Hourly	27.84	29.24	30.60	32.20	33.77
			Bi-Weekly	2,227.20	2,339.20	2,448.00	2,576.00	2,701.60
			Monthly	4,825.60	5,068.27	5,304.00	5,581.33	5,853.47
			Annual	57,907.20	60,819.20	63,648.00	66,976.00	70,241.60

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on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
FIRE DEPARTMENT								
SWORN								
DEPUTY FIRE CHIEF (40 HR)	F600	Classified	Hourly	105.21	110.47	116.00	121.80	127.88
			Bi-Weekly	8,416.80	8,837.60	9,280.00	9,744.00	10,230.40
			Monthly	18,236.40	19,148.13	20,106.67	21,112.00	22,165.87
			Annual	218,836.80	229,777.60	241,280.00	253,344.00	265,990.40
FIRE MARSHAL - EMT (40 HR)	F401	Classified	Hourly	84.70	88.94	93.39	98.06	102.95
			Bi-Weekly	6,776.00	7,115.20	7,471.20	7,844.80	8,236.00
			Monthly	14,681.33	15,416.27	16,187.60	16,997.07	17,844.67
			Annual	176,176.00	184,995.20	194,251.20	203,964.80	214,136.00
FIRE MARSHAL (40 HR)	F400	Classified	Hourly	91.49	96.06	100.86	105.90	111.20
			Bi-Weekly	7,319.20	7,684.80	8,068.80	8,472.00	8,896.00
			Monthly	15,858.27	16,650.40	17,482.40	18,356.00	19,274.67
			Annual	190,299.20	199,804.80	209,788.80	220,272.00	231,296.00
FIRE TRAINING OFFICER (40 HR)	F420	Classified	Hourly	91.49	96.06	100.86	105.90	111.20
			Bi-Weekly	7,319.20	7,684.80	8,068.80	8,472.00	8,896.00
			Monthly	15,858.27	16,650.40	17,482.40	18,356.00	19,274.67
			Annual	190,299.20	199,804.80	209,788.80	220,272.00	231,296.00
BATTALION CHIEF (56 HR)	F410	Classified	Hourly	59.40	62.37	65.49	68.77	72.21
			Bi-Weekly	6,652.80	6,985.44	7,334.88	7,702.24	8,087.52
			Monthly	14,414.40	15,135.12	15,892.24	16,688.19	17,522.96
			Annual	172,972.80	181,621.44	190,706.88	200,258.24	210,275.52
BATTALION CHIEF (40 HR)	F415	Classified	Hourly	83.16	87.31	91.70	96.28	101.08
			Bi-Weekly	6,652.80	6,984.80	7,336.00	7,702.40	8,086.40
			Monthly	14,414.40	15,133.73	15,894.67	16,688.53	17,520.53
			Annual	172,972.80	181,604.80	190,736.00	200,262.40	210,246.40
STAFF FIRE CAPTAIN (40 HR)	F240	Classified	Hourly			80.08	84.08	88.29
			Bi-Weekly			6,406.40	6,726.40	7,063.20
			Monthly			13,880.53	14,573.87	15,303.60
			Annual			166,566.40	174,886.40	183,643.20
STAFF FIRE CAPTAIN - EMT (40 HR)	F241	Classified	Hourly			74.14	77.85	81.74
			Bi-Weekly			5,931.20	6,228.00	6,539.20
			Monthly			12,850.93	13,494.00	14,168.27
			Annual			154,211.20	161,928.00	170,019.20
FIRE CAPTAIN (56 HR)	F245	Classified	Hourly			51.98	54.58	57.33
			Bi-Weekly			5,821.76	6,112.96	6,420.96
			Monthly			12,613.81	13,244.75	13,912.08
			Annual			151,365.76	158,936.96	166,944.96
FIRE CAPTAIN (40 HR)	F250	Classified	Hourly			72.80	76.43	80.24
			Bi-Weekly			5,824.00	6,114.40	6,419.20
			Monthly			12,618.67	13,247.87	13,908.27
			Annual			151,424.00	158,974.40	166,899.20
FIRE PREVENTION INSPECTOR (56 HR)	F225	Classified	Hourly	44.06	46.24	48.54	50.98	53.52
			Bi-Weekly	4,934.72	5,178.88	5,436.48	5,709.76	5,994.24
			Monthly	10,691.89	11,220.91	11,779.04	12,371.15	12,987.52
			Annual	128,302.72	134,650.88	141,348.48	148,453.76	155,850.24
FIRE PREVENTION INSPECTOR - EMT (40 HR)	F221	Classified	Hourly	57.06	59.92	62.92	66.07	69.37
			Bi-Weekly	4,564.80	4,793.60	5,033.60	5,285.60	5,549.60
			Monthly	9,890.40	10,386.13	10,906.13	11,452.13	12,024.13
			Annual	118,684.80	124,633.60	130,873.60	137,425.60	144,289.60
FIRE PREVENTION INSPECTOR (40 HR)	F220	Classified	Hourly	61.62	64.72	67.95	71.35	74.90
			Bi-Weekly	4,929.60	5,177.60	5,436.00	5,708.00	5,992.00
			Monthly	10,680.80	11,218.13	11,778.00	12,367.33	12,982.67
			Annual	128,169.60	134,617.60	141,336.00	148,408.00	155,792.00
APPARATUS OPERATOR (56 HR)	F210	Classified	Hourly	41.70	43.79	45.98	48.28	50.69
			Bi-Weekly	4,670.40	4,904.48	5,149.76	5,407.36	5,677.28
			Monthly	10,119.20	10,626.37	11,157.81	11,715.95	12,300.77
			Annual	121,430.40	127,516.48	133,893.76	140,591.36	147,609.28
APPARATUS OPERATOR - EMT (56 HR)	F211	Classified	Hourly	38.63	40.54	42.58	44.70	46.94
			Bi-Weekly	4,326.56	4,540.48	4,768.96	5,006.40	5,257.28
			Monthly	9,374.21	9,837.71	10,332.75	10,847.20	11,390.77
			Annual	112,490.56	118,052.48	123,992.96	130,166.40	136,689.28
APPARATUS OPERATOR (40 HR)	F215	Classified	Hourly	58.33	61.25	64.31	67.52	70.91
			Bi-Weekly	4,666.40	4,900.00	5,144.80	5,401.60	5,672.80
			Monthly	10,110.53	10,616.67	11,147.07	11,703.47	12,291.07
			Annual	121,326.40	127,400.00	133,764.80	140,441.60	147,492.80
FIREFIGHTER (56 HR)	F200	Classified	Hourly	39.30	41.27	43.33	45.51	47.79
			Bi-Weekly	4,401.60	4,622.24	4,852.96	5,097.12	5,352.48
			Monthly	9,536.80	10,014.85	10,514.75	11,043.76	11,597.04
			Annual	114,441.60	120,178.24	126,176.96	132,525.12	139,164.48
FIREFIGHTER (40 HR)	F205	Classified	Hourly	55.04	57.78	60.66	63.70	66.89
			Bi-Weekly	4,403.20	4,622.40	4,852.80	5,096.00	5,351.20
			Monthly	9,540.27	10,015.20	10,514.40	11,041.33	11,594.27
			Annual	114,483.20	120,182.40	126,172.80	132,496.00	139,131.20
FIREFIGHTER TRAINEE (40 HR)	F100	Classified	Hourly	47.38	49.74			
			Bi-Weekly	3,790.40	3,979.20			
			Monthly	8,212.53	8,621.60			
			Annual	98,550.40	103,459.20			

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PROFESSIONAL STAFF								
HAZARDOUS MATERIALS PROGRAM COORDINATOR	H590	Classified	Hourly	63.13	66.28	69.59	73.08	76.72
			Bi-Weekly	5,050.40	5,302.40	5,567.20	5,846.40	6,137.60
			Monthly	10,942.53	11,488.53	12,062.27	12,667.20	13,298.13
			Annual	131,310.40	137,862.40	144,747.20	152,006.40	159,577.60
FIRE PROTECTION ENGINEER	T510	Classified	Hourly	57.03	59.78	62.80	66.08	69.43
			Bi-Weekly	4,562.40	4,782.40	5,024.00	5,286.40	5,554.40
			Monthly	9,885.20	10,361.87	10,885.33	11,453.87	12,034.53
			Annual	118,622.40	124,342.40	130,624.00	137,446.40	144,414.40
EMERGENCY MEDICAL SERVICES COORDINATOR	H585	Classified	Hourly	55.55	58.33	61.22	64.28	67.51
			Bi-Weekly	4,444.00	4,666.40	4,897.60	5,142.40	5,400.80
			Monthly	9,628.67	10,110.53	10,611.47	11,141.87	11,701.73
			Annual	115,544.00	121,326.40	127,337.60	133,702.40	140,420.80
ENVIRONMENTAL SPECIALIST	T505	Classified	Hourly	55.61	58.38	61.30	64.38	67.60
			Bi-Weekly	4,448.80	4,670.40	4,904.00	5,150.40	5,408.00
			Monthly	9,639.07	10,119.20	10,625.33	11,159.20	11,717.33
			Annual	115,668.80	121,430.40	127,504.00	133,910.40	140,608.00
HAZARDOUS MATERIALS INSPECTOR	T500	Classified	Hourly	52.98	55.62	58.41	61.33	64.38
			Bi-Weekly	4,238.40	4,449.60	4,672.80	4,906.40	5,150.40
			Monthly	9,183.20	9,640.80	10,124.40	10,630.53	11,159.20
			Annual	110,198.40	115,689.60	121,492.80	127,566.40	133,910.40
FIRE SERVICES SUPERVISOR	H580	Classified	Hourly	55.59	58.38	61.27	64.33	67.56
			Bi-Weekly	4,447.20	4,670.40	4,901.60	5,146.40	5,404.80
			Monthly	9,635.60	10,119.20	10,620.13	11,150.53	11,710.40
			Annual	115,627.20	121,430.40	127,441.60	133,806.40	140,524.80
SENIOR FIRE TECHNICIAN	C260	Classified	Hourly	40.20	41.86	43.48	45.36	47.67
			Bi-Weekly	3,216.00	3,348.80	3,478.40	3,628.80	3,813.60
			Monthly	6,968.00	7,255.73	7,536.53	7,862.40	8,262.80
			Annual	83,616.00	87,068.80	90,438.40	94,348.80	99,153.60
FIRE TECHNICIAN II	C255	Classified	Hourly	35.36	37.12	38.98	40.94	42.97
			Bi-Weekly	2,828.80	2,969.60	3,118.40	3,275.20	3,437.60
			Monthly	6,129.07	6,434.13	6,756.53	7,096.27	7,448.13
			Annual	73,548.80	77,209.60	81,078.40	85,155.20	89,377.60
FIRE TECHNICIAN I	C250	Classified	Hourly	32.12	33.72	35.41	37.18	39.05
			Bi-Weekly	2,569.60	2,697.60	2,832.80	2,974.40	3,124.00
			Monthly	5,567.47	5,844.80	6,137.73	6,444.53	6,768.67
			Annual	66,809.60	70,137.60	73,652.80	77,334.40	81,224.00
HUMAN RESOURCES DEPARTMENT								
DEPUTY DIRECTOR OF HUMAN RESOURCES	U520	Classified	Hourly	79.83	83.81	88.00	92.41	97.02
			Bi-Weekly	6,386.40	6,704.80	7,040.00	7,392.80	7,761.60
			Monthly	13,837.20	14,527.07	15,253.33	16,017.73	16,816.80
			Annual	166,046.40	174,324.80	183,040.00	192,212.80	201,801.60
HUMAN RESOURCES MANAGER	U135	Classified	Hourly	72.55	76.18	79.99	83.99	88.19
			Bi-Weekly	5,804.00	6,094.40	6,399.20	6,719.20	7,055.20
			Monthly	12,575.33	13,204.53	13,864.93	14,558.27	15,286.27
			Annual	150,904.00	158,454.40	166,379.20	174,699.20	183,435.20
SENIOR HUMAN RESOURCES ANALYST	U120	Classified	Hourly	55.60	58.35	61.27	64.33	67.55
			Bi-Weekly	4,448.00	4,668.00	4,901.60	5,146.40	5,404.00
			Monthly	9,637.33	10,114.00	10,620.13	11,150.53	11,708.67
			Annual	115,648.00	121,368.00	127,441.60	133,806.40	140,504.00
HUMAN RESOURCES ANALYST II	U115	Classified	Hourly	50.55	53.08	55.73	58.50	61.43
			Bi-Weekly	4,044.00	4,246.40	4,458.40	4,680.00	4,914.40
			Monthly	8,762.00	9,200.53	9,659.87	10,140.00	10,647.87
			Annual	105,144.00	110,406.40	115,918.40	121,680.00	127,774.40
HUMAN RESOURCES ANALYST I	U110	Classified	Hourly	45.95	48.27	50.67	53.18	55.85
			Bi-Weekly	3,676.00	3,861.60	4,053.60	4,254.40	4,468.00
			Monthly	7,964.67	8,366.80	8,782.80	9,217.87	9,680.67
			Annual	95,576.00	100,401.60	105,393.60	110,614.40	116,168.00
HUMAN RESOURCES TECHNICIAN	U100	Classified	Hourly	41.79	43.89	46.09	48.37	50.77
			Bi-Weekly	3,343.20	3,511.20	3,687.20	3,869.60	4,061.60
			Monthly	7,243.60	7,607.60	7,988.93	8,384.13	8,800.13
			Annual	86,923.20	91,291.20	95,867.20	100,609.60	105,601.60
HUMAN RESOURCES ADMINISTRATIVE ASSISTANT	U105	Classified	Hourly	43.66	45.45	47.24	49.02	50.96
			Bi-Weekly	3,492.80	3,636.00	3,779.20	3,921.60	4,076.80
			Monthly	7,567.73	7,878.00	8,188.27	8,496.80	8,833.07
			Annual	90,812.80	94,536.00	98,259.20	101,961.60	105,996.80

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LIBRARY SERVICES DEPARTMENT								
LIBRARY SERVICES DIVISION								
LIBRARY OPERATIONS MANAGER	H755	Classified	Hourly	48.16	50.56	53.09	55.73	58.52
			Bi-Weekly	3,852.80	4,044.80	4,247.20	4,458.40	4,681.60
			Monthly	8,347.73	8,763.73	9,202.27	9,659.87	10,143.47
			Annual	100,172.80	105,164.80	110,427.20	115,918.40	121,721.60
SUPERVISING LIBRARIAN I	H750	Classified	Hourly	48.16	50.56	53.09	55.73	58.52
			Bi-Weekly	3,852.80	4,044.80	4,247.20	4,458.40	4,681.60
			Monthly	8,347.73	8,763.73	9,202.27	9,659.87	10,143.47
			Annual	100,172.80	105,164.80	110,427.20	115,918.40	121,721.60
LIBRARIAN II	T795	Classified	Hourly	38.15	40.07	41.99	44.13	46.21
			Bi-Weekly	3,052.00	3,205.60	3,359.20	3,530.40	3,696.80
			Monthly	6,612.67	6,945.47	7,278.27	7,649.20	8,009.73
			Annual	79,352.00	83,345.60	87,339.20	91,790.40	96,116.80
LIBRARIAN I	T790	Classified	Hourly	34.60	36.33	38.15	39.96	42.00
			Bi-Weekly	2,768.00	2,906.40	3,052.00	3,196.80	3,360.00
			Monthly	5,997.33	6,297.20	6,612.67	6,926.40	7,280.00
			Annual	71,968.00	75,566.40	79,352.00	83,116.80	87,360.00
LEAD LIBRARY ASSISTANT	C520	Classified	Hourly	33.66	35.36	37.05	38.86	40.91
			Bi-Weekly	2,692.80	2,828.80	2,964.00	3,108.80	3,272.80
			Monthly	5,834.40	6,129.07	6,422.00	6,735.73	7,091.07
			Annual	70,012.80	73,548.80	77,064.00	80,828.80	85,092.80
SENIOR LIBRARY ASSISTANT	C515	Classified	Hourly	31.08	32.46	33.94	35.43	37.14
			Bi-Weekly	2,486.40	2,596.80	2,715.20	2,834.40	2,971.20
			Monthly	5,387.20	5,626.40	5,882.93	6,141.20	6,437.60
			Annual	64,646.40	67,516.80	70,595.20	73,694.40	77,251.20
LIBRARY ASSISTANT	C510	Classified	Hourly	28.16	29.47	30.80	32.21	33.72
			Bi-Weekly	2,252.80	2,357.60	2,464.00	2,576.80	2,697.60
			Monthly	4,881.07	5,108.13	5,338.67	5,583.07	5,844.80
			Annual	58,572.80	61,297.60	64,064.00	66,996.80	70,137.60
SENIOR LIBRARY PAGE (.6 FTE)	C505	Classified	Hourly					22.65
			Bi-Weekly					1,087.20
			Monthly					2,355.60
			Annual					28,267.20
LIBRARY PAGE (.3 FTE)	C500	Classified	Hourly					20.58
			Bi-Weekly					493.92
			Monthly					1,070.16
			Annual					12,841.92
EDUCATION SERVICES MANAGER	H760	Classified	Hourly	48.16	50.56	53.09	55.73	58.52
			Bi-Weekly	3,852.80	4,044.80	4,247.20	4,458.40	4,681.60
			Monthly	8,347.73	8,763.73	9,202.27	9,659.87	10,143.47
			Annual	100,172.80	105,164.80	110,427.20	115,918.40	121,721.60
EDUCATIONAL SERVICES COORDINATOR	T780	Classified	Hourly	33.81	35.51	37.30	39.15	41.12
			Bi-Weekly	2,704.80	2,840.80	2,984.00	3,132.00	3,289.60
			Monthly	5,860.40	6,155.07	6,465.33	6,786.00	7,127.47
			Annual	70,324.80	73,860.80	77,584.00	81,432.00	85,529.60
LITERACY PROGRAM COORDINATOR	T785	Classified	Hourly	33.85	35.57	37.33	39.11	41.12
			Bi-Weekly	2,708.00	2,845.60	2,986.40	3,128.80	3,289.60
			Monthly	5,867.33	6,165.47	6,470.53	6,779.07	7,127.47
			Annual	70,408.00	73,985.60	77,646.40	81,348.80	85,529.60
LEAD PROGRAM ASSISTANT	C508	Classified	Hourly	33.66	35.36	37.05	38.86	40.91
			Bi-Weekly	2,692.80	2,828.80	2,964.00	3,108.80	3,272.80
			Monthly	5,834.40	6,129.07	6,422.00	6,735.73	7,091.07
			Annual	70,012.80	73,548.80	77,064.00	80,828.80	85,092.80
PROGRAM ASSISTANT	C506	Classified	Hourly	28.16	29.47	30.80	32.21	33.72
			Bi-Weekly	2,252.80	2,357.60	2,464.00	2,576.80	2,697.60
			Monthly	4,881.07	5,108.13	5,338.67	5,583.07	5,844.80
			Annual	58,572.80	61,297.60	64,064.00	66,996.80	70,137.60

**SALARY PLAN FOR ALL CLASSIFICATIONS
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FY 2023**

ATTACHMENT III
Recommended by
Personnel Commission
on March 9, 2023
Approved by Council
on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
MAINTENANCE SERVICES DEPARTMENT								
FACILITIES MANAGEMENT								
FACILITIES AND BUILDING MANAGER	H605	Classified	Hourly	64.28	67.47	70.85	74.40	78.12
			Bi-Weekly	5,142.40	5,397.60	5,668.00	5,952.00	6,249.60
			Monthly	11,141.87	11,694.80	12,280.67	12,896.00	13,540.80
			Annual	133,702.40	140,337.60	147,368.00	154,752.00	162,489.60
FACILITIES LEADWORKER	M135	Classified	Hourly	60.44	62.85	65.28	67.97	70.86
			Bi-Weekly	4,835.20	5,028.00	5,222.40	5,437.60	5,668.80
			Monthly	10,476.27	10,894.00	11,315.20	11,781.47	12,282.40
			Annual	125,715.20	130,728.00	135,782.40	141,377.60	147,388.80
HVAC MECHANIC	M140	Classified	Hourly	48.62	50.55	52.54	54.78	57.04
			Bi-Weekly	3,889.60	4,044.00	4,203.20	4,382.40	4,563.20
			Monthly	8,427.47	8,762.00	9,106.93	9,495.20	9,886.93
			Annual	101,129.60	105,144.00	109,283.20	113,942.40	118,643.20
FACILITIES PAINTER II	M130	Classified	Hourly	42.65	44.39	46.12	48.03	50.04
			Bi-Weekly	3,412.00	3,551.20	3,689.60	3,842.40	4,003.20
			Monthly	7,392.67	7,694.27	7,994.13	8,325.20	8,673.60
			Annual	88,712.00	92,331.20	95,929.60	99,902.40	104,083.20
FACILITIES PAINTER I	M125	Classified	Hourly	38.80	40.39	42.00	43.75	45.50
			Bi-Weekly	3,104.00	3,231.20	3,360.00	3,500.00	3,640.00
			Monthly	6,725.33	7,000.93	7,280.00	7,583.33	7,886.67
			Annual	80,704.00	84,011.20	87,360.00	91,000.00	94,640.00
FACILITIES CARPENTER II	M120	Classified	Hourly	42.36	44.04	45.87	47.77	49.76
			Bi-Weekly	3,388.80	3,523.20	3,669.60	3,821.60	3,980.80
			Monthly	7,342.40	7,633.60	7,950.80	8,280.13	8,625.07
			Annual	88,108.80	91,603.20	95,409.60	99,361.60	103,500.80
FACILITIES CARPENTER I	M115	Classified	Hourly	38.53	40.12	41.77	43.46	45.28
			Bi-Weekly	3,082.40	3,209.60	3,341.60	3,476.80	3,622.40
			Monthly	6,678.53	6,954.13	7,240.13	7,533.07	7,848.53
			Annual	80,142.40	83,449.60	86,881.60	90,396.80	94,182.40
FACILITIES SERVICEWORKER II	M110	Classified	Hourly	34.34	35.70	37.16	38.47	39.96
			Bi-Weekly	2,747.20	2,856.00	2,972.80	3,077.60	3,196.80
			Monthly	5,952.27	6,188.00	6,441.07	6,668.13	6,926.40
			Annual	71,427.20	74,256.00	77,292.80	80,017.60	83,116.80
FACILITIES SERVICEWORKER I	M105	Classified	Hourly	31.22	32.47	33.77	34.98	36.32
			Bi-Weekly	2,497.60	2,597.60	2,701.60	2,798.40	2,905.60
			Monthly	5,411.47	5,628.13	5,853.47	6,063.20	6,295.47
			Annual	64,937.60	67,537.60	70,241.60	72,758.40	75,545.60
FLEET MANAGEMENT DIVISION								
FLEET MAINTENANCE MANAGER	H635	Classified	Hourly	64.28	67.47	70.85	74.40	78.12
			Bi-Weekly	5,142.40	5,397.60	5,668.00	5,952.00	6,249.60
			Monthly	11,141.87	11,694.80	12,280.67	12,896.00	13,540.80
			Annual	133,702.40	140,337.60	147,368.00	154,752.00	162,489.60
SENIOR EQUIPMENT MECHANIC	M620	Classified	Hourly	43.47	45.50	47.80	50.29	52.77
			Bi-Weekly	3,477.60	3,640.00	3,824.00	4,023.20	4,221.60
			Monthly	7,534.80	7,886.67	8,285.33	8,716.93	9,146.80
			Annual	90,417.60	94,640.00	99,424.00	104,603.20	109,761.60
EQUIPMENT MECHANIC II	M615	Classified	Hourly	37.45	39.20	41.19	43.34	45.48
			Bi-Weekly	2,996.00	3,136.00	3,295.20	3,467.20	3,638.40
			Monthly	6,491.33	6,794.67	7,139.60	7,512.27	7,883.20
			Annual	77,896.00	81,536.00	85,675.20	90,147.20	94,598.40
EQUIPMENT MECHANIC I	M610	Classified	Hourly	34.09	35.80	37.64	39.49	41.44
			Bi-Weekly	2,727.20	2,864.00	3,011.20	3,159.20	3,315.20
			Monthly	5,908.93	6,205.33	6,524.27	6,844.93	7,182.93
			Annual	70,907.20	74,464.00	78,291.20	82,139.20	86,195.20
EQUIPMENT PARTS STOREKEEPER	M605	Classified	Hourly	31.75	33.46	35.06	36.84	38.71
			Bi-Weekly	2,540.00	2,676.80	2,804.80	2,947.20	3,096.80
			Monthly	5,503.33	5,799.73	6,077.07	6,385.60	6,709.73
			Annual	66,040.00	69,596.80	72,924.80	76,627.20	80,516.80
EQUIPMENT SERVICE ATTENDANT	M600	Classified	Hourly	29.31	30.46	31.72	32.80	34.07
			Bi-Weekly	2,344.80	2,436.80	2,537.60	2,624.00	2,725.60
			Monthly	5,080.40	5,279.73	5,498.13	5,685.33	5,905.47
			Annual	60,964.80	63,356.80	65,977.60	68,224.00	70,865.60

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Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
LANDSCAPE MAINTENANCE DIVISION								
LANDSCAPE MAINTENANCE MANAGER	H615	Classified	Hourly	64.28	67.47	70.85	74.40	78.12
			Bi-Weekly	5,142.40	5,397.60	5,668.00	5,952.00	6,249.60
			Monthly	11,141.87	11,694.80	12,280.67	12,896.00	13,540.80
			Annual	133,702.40	140,337.60	147,368.00	154,752.00	162,489.60
LANDSCAPE MAINTENANCE SUPERVISOR	H610	Classified	Hourly	50.74	52.77	54.90	56.88	59.05
			Bi-Weekly	4,059.20	4,221.60	4,392.00	4,550.40	4,724.00
			Monthly	8,794.93	9,146.80	9,516.00	9,859.20	10,235.33
			Annual	105,539.20	109,761.60	114,192.00	118,310.40	122,824.00
GROUNDSKEEPER III	M215	Classified	Hourly	45.62	47.43	49.35	51.12	53.09
			Bi-Weekly	3,649.60	3,794.40	3,948.00	4,089.60	4,247.20
			Monthly	7,907.47	8,221.20	8,554.00	8,860.80	9,202.27
			Annual	94,889.60	98,654.40	102,648.00	106,329.60	110,427.20
GROUNDSKEEPER II	M210	Classified	Hourly	39.67	41.26	42.92	44.44	46.15
			Bi-Weekly	3,173.60	3,300.80	3,433.60	3,555.20	3,692.00
			Monthly	6,876.13	7,151.73	7,439.47	7,702.93	7,999.33
			Annual	82,513.60	85,820.80	89,273.60	92,435.20	95,992.00
GROUNDSKEEPER I	M205	Classified	Hourly	36.03	37.46	39.04	40.40	41.96
			Bi-Weekly	2,882.40	2,996.80	3,123.20	3,232.00	3,356.80
			Monthly	6,245.20	6,493.07	6,766.93	7,002.67	7,273.07
			Annual	74,942.40	77,916.80	81,203.20	84,032.00	87,276.80
TREE TRIMMER	M220	Classified	Hourly	39.67	41.26	42.92	44.44	46.15
			Bi-Weekly	3,173.60	3,300.80	3,433.60	3,555.20	3,692.00
			Monthly	6,876.13	7,151.73	7,439.47	7,702.93	7,999.33
			Annual	82,513.60	85,820.80	89,273.60	92,435.20	95,992.00
STREET MAINTENANCE DIVISION								
STREETS MAINTENANCE MANAGER	H625	Classified	Hourly	64.28	67.47	70.85	74.40	78.12
			Bi-Weekly	5,142.40	5,397.60	5,668.00	5,952.00	6,249.60
			Monthly	11,141.87	11,694.80	12,280.67	12,896.00	13,540.80
			Annual	133,702.40	140,337.60	147,368.00	154,752.00	162,489.60
STREETS MAINTENANCE SUPERVISOR	H620	Classified	Hourly	56.28	58.44	60.86	63.02	65.43
			Bi-Weekly	4,502.40	4,675.20	4,868.80	5,041.60	5,234.40
			Monthly	9,755.20	10,129.60	10,549.07	10,923.47	11,341.20
			Annual	117,062.40	121,555.20	126,588.80	131,081.60	136,094.40
SENIOR MAINTENANCE LEADER	M315	Classified	Hourly	47.82	49.67	51.73	53.56	55.61
			Bi-Weekly	3,825.60	3,973.60	4,138.40	4,284.80	4,448.80
			Monthly	8,288.80	8,609.47	8,966.53	9,283.73	9,639.07
			Annual	99,465.60	103,313.60	107,598.40	111,404.80	115,668.80
MAINTENANCE LEADER	M310	Classified	Hourly	41.58	43.20	44.99	46.57	48.35
			Bi-Weekly	3,326.40	3,456.00	3,599.20	3,725.60	3,868.00
			Monthly	7,207.20	7,488.00	7,798.27	8,072.13	8,380.67
			Annual	86,486.40	89,856.00	93,579.20	96,865.60	100,568.00
LEAD SWEEPER EQUIPMENT OPERATOR	M702	Classified	Hourly	40.87	42.24	43.95	45.82	47.64
			Bi-Weekly	3,269.60	3,379.20	3,516.00	3,665.60	3,811.20
			Monthly	7,084.13	7,321.60	7,618.00	7,942.13	8,257.60
			Annual	85,009.60	87,859.20	91,416.00	95,305.60	99,091.20
SWEEPER EQUIPMENT OPERATOR	M700	Classified	Hourly	37.16	38.40	39.95	41.66	43.31
			Bi-Weekly	2,972.80	3,072.00	3,196.00	3,332.80	3,464.80
			Monthly	6,441.07	6,656.00	6,924.67	7,221.07	7,507.07
			Annual	77,292.80	79,872.00	83,096.00	86,652.80	90,084.80
POLICE DEPARTMENT								
SWORN								
POLICE CAPTAIN	P300	Classified	Hourly	93.49	98.15	103.08	108.22	113.62
			Bi-Weekly	7,479.20	7,852.00	8,246.40	8,657.60	9,089.60
			Monthly	16,204.93	17,012.67	17,867.20	18,758.13	19,694.13
			Annual	194,459.20	204,152.00	214,406.40	225,097.60	236,329.60
POLICE LIEUTENANT	P215	Classified	Hourly		83.57		87.64	
			Bi-Weekly				6,685.60	7,011.20
			Monthly				14,485.47	15,190.93
			Annual				173,825.60	182,291.20
POLICE SERGEANT	P210	Classified	Hourly		71.60		75.05	78.90
			Bi-Weekly				5,728.00	6,004.00
			Monthly				12,410.67	13,008.67
			Annual				148,928.00	156,104.00
POLICE OFFICER	P200	Classified	Hourly	52.58	55.10	57.78	60.57	63.45
			Bi-Weekly	4,206.40	4,408.00	4,622.40	4,845.60	5,076.00
			Monthly	9,113.87	9,550.67	10,015.20	10,498.80	10,998.00
			Annual	109,366.40	114,608.00	120,182.40	125,985.60	131,976.00
POLICE OFFICER TRAINEE	P100	Classified	Hourly	38.47	40.37			
			Bi-Weekly	3,077.60	3,229.60			
			Monthly	6,668.13	6,997.47			
			Annual	80,017.60	83,969.60			

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PROFESSIONAL STAFF								
PERSONNEL AND TRAINING ADMINISTRATOR	H450	Classified	Hourly	71.40	74.97	78.74	82.66	86.79
			Bi-Weekly	5,712.00	5,997.60	6,299.20	6,612.80	6,943.20
			Monthly	12,376.00	12,994.80	13,648.27	14,327.73	15,043.60
			Annual	148,512.00	155,937.60	163,779.20	171,932.80	180,523.20
PERSONNEL OPERATIONS SPECIALIST	H460	Classified	Hourly	45.74	47.60	49.47	51.33	53.38
			Bi-Weekly	3,659.20	3,808.00	3,957.60	4,106.40	4,270.40
			Monthly	7,928.27	8,250.67	8,574.80	8,897.20	9,252.53
			Annual	95,139.20	99,008.00	102,897.60	106,766.40	111,030.40
SENIOR CRIME AND INTELLIGENCE ANALYST	H406	Classified	Hourly	55.59	58.34	61.26	64.32	67.53
			Bi-Weekly	4,447.20	4,667.20	4,900.80	5,145.60	5,402.40
			Monthly	9,635.60	10,112.27	10,618.40	11,148.80	11,705.20
			Annual	115,627.20	121,347.20	127,420.80	133,785.60	140,462.40
CRIME AND INTELLIGENCE ANALYST	H405	Classified	Hourly	50.54	53.07	55.72	58.50	61.41
			Bi-Weekly	4,043.20	4,245.60	4,457.60	4,680.00	4,912.80
			Monthly	8,760.27	9,198.80	9,658.13	10,140.00	10,644.40
			Annual	105,123.20	110,385.60	115,897.60	121,680.00	127,732.80
POLICE PROGRAMS ANALYST	H400	Classified	Hourly	50.54	53.07	55.72	58.50	61.41
			Bi-Weekly	4,043.20	4,245.60	4,457.60	4,680.00	4,912.80
			Monthly	8,760.27	9,198.80	9,658.13	10,140.00	10,644.40
			Annual	105,123.20	110,385.60	115,897.60	121,680.00	127,732.80
SPECIAL OPERATIONS DIVISION								
CRIME PREVENTION SPECIALIST II	C671	Classified	Hourly	38.95	40.89	42.94	45.10	47.35
			Bi-Weekly	3,116.00	3,271.20	3,435.20	3,608.00	3,788.00
			Monthly	6,751.33	7,087.60	7,442.93	7,817.33	8,207.33
			Annual	81,016.00	85,051.20	89,315.20	93,808.00	98,488.00
CRIME PREVENTION SPECIALIST I	C670	Classified	Hourly	35.40	37.16	39.03	40.99	43.03
			Bi-Weekly	2,832.00	2,972.80	3,122.40	3,279.20	3,442.40
			Monthly	6,136.00	6,441.07	6,765.20	7,104.93	7,458.53
			Annual	73,632.00	77,292.80	81,182.40	85,259.20	89,502.40
RESERVE OFFICER COORDINATOR	H455	Classified	Hourly	64.95	68.20	71.61	75.07	78.90
			Bi-Weekly	5,196.00	5,456.00	5,728.80	6,005.60	6,312.00
			Monthly	11,258.00	11,821.33	12,412.40	13,012.13	13,676.00
			Annual	135,096.00	141,856.00	148,948.80	156,145.60	164,112.00
INVESTIGATION DIVISION								
YOUTH AND FAMILY SERVICES ADMINISTRATOR	H445	Classified	Hourly	71.40	74.97	78.74	82.66	86.79
			Bi-Weekly	5,712.00	5,997.60	6,299.20	6,612.80	6,943.20
			Monthly	12,376.00	12,994.80	13,648.27	14,327.73	15,043.60
			Annual	148,512.00	155,937.60	163,779.20	171,932.80	180,523.20
COUNSELING SUPERVISOR	H440	Classified	Hourly	52.44	55.07	57.81	60.69	63.74
			Bi-Weekly	4,195.20	4,405.60	4,624.80	4,855.20	5,099.20
			Monthly	9,089.60	9,545.47	10,020.40	10,519.60	11,048.27
			Annual	109,075.20	114,545.60	120,244.80	126,235.20	132,579.20
FAMILY COUNSELOR	T550	Classified	Hourly	42.39	44.49	46.73	48.87	51.42
			Bi-Weekly	3,391.20	3,559.20	3,738.40	3,909.60	4,113.60
			Monthly	7,347.60	7,711.60	8,099.87	8,470.80	8,912.80
			Annual	88,171.20	92,539.20	97,198.40	101,649.60	106,953.60
CERTIFIED LATENT PRINT EXAMINER	T560	Classified	Hourly	55.61	58.38	61.30	64.38	67.60
			Bi-Weekly	4,448.80	4,670.40	4,904.00	5,150.40	5,408.00
			Monthly	9,639.07	10,119.20	10,625.33	11,159.20	11,717.33
			Annual	115,668.80	121,430.40	127,504.00	133,910.40	140,608.00
SUPPORT SERVICES DIVISION								
OPERATIONS SUPPORT SERVICES MANAGER	U400	Classified	Hourly	80.15	84.15	89.22	93.68	98.34
			Bi-Weekly	6,412.00	6,732.00	7,137.60	7,494.40	7,867.20
			Monthly	13,892.67	14,586.00	15,464.80	16,237.87	17,045.60
			Annual	166,712.00	175,032.00	185,577.60	194,854.40	204,547.20
PROPERTY/EVIDENCE AND CRIME SCENE ADMINISTRATOR	H415	Classified	Hourly	55.59	58.35	61.26	64.33	67.55
			Bi-Weekly	4,447.20	4,668.00	4,900.80	5,146.40	5,404.00
			Monthly	9,635.60	10,114.00	10,618.40	11,150.53	11,708.67
			Annual	115,627.20	121,368.00	127,420.80	133,806.40	140,504.00
PROPERTY AND EVIDENCE SUPERVISOR	H410	Classified	Hourly	41.03	43.08	45.23	47.48	49.84
			Bi-Weekly	3,282.40	3,446.40	3,618.40	3,798.40	3,987.20
			Monthly	7,111.87	7,467.20	7,839.87	8,229.87	8,638.93
			Annual	85,342.40	89,606.40	94,078.40	98,758.40	103,667.20
POLICE ID SPECIALIST	T555	Classified	Hourly	37.37	39.24	41.21	43.29	45.32
			Bi-Weekly	2,989.60	3,139.20	3,296.80	3,463.20	3,625.60
			Monthly	6,477.47	6,801.60	7,143.07	7,503.60	7,855.47
			Annual	77,729.60	81,619.20	85,716.80	90,043.20	94,265.60
CRIME SCENE SPECIALIST	C687	Classified	Hourly	42.69	44.62	46.67	48.75	51.07
			Bi-Weekly	3,415.20	3,569.60	3,733.60	3,900.00	4,085.60
			Monthly	7,399.60	7,734.13	8,089.47	8,450.00	8,852.13
			Annual	88,795.20	92,809.60	97,073.60	101,400.00	106,225.60
CRIME SCENE TECHNICIAN	C685	Classified	Hourly	38.81	40.56	42.42	44.32	46.42
			Bi-Weekly	3,104.80	3,244.80	3,393.60	3,545.60	3,713.60
			Monthly	6,727.07	7,030.40	7,352.80	7,682.13	8,046.13
			Annual	80,724.80	84,364.80	88,233.60	92,185.60	96,553.60
PROPERTY & EVIDENCE TECHNICIAN	C665	Classified	Hourly	34.09	35.57	37.29	38.99	40.84
			Bi-Weekly	2,727.20	2,845.60	2,983.20	3,119.20	3,267.20
			Monthly	5,908.93	6,165.47	6,463.60	6,758.27	7,078.93
			Annual	70,907.20	73,985.60	77,563.20	81,099.20	84,947.20

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2023**

ATTACHMENT III
Recommended by
Personnel Commission
on March 9, 2023
Approved by Council
on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
ANIMAL SERVICES ADMINISTRATOR	H430	Classified	Hourly	55.59	58.35	61.26	64.33	67.55
			Bi-Weekly	4,447.20	4,668.00	4,900.80	5,146.40	5,404.00
			Monthly	9,635.60	10,114.00	10,618.40	11,150.53	11,708.67
			Annual	115,627.20	121,368.00	127,420.80	133,806.40	140,504.00
SHELTER OPERATIONS SUPERVISOR	C621	Classified	Hourly	37.56	39.23	41.06	42.94	44.98
			Bi-Weekly	3,004.80	3,138.40	3,284.80	3,435.20	3,598.40
			Monthly	6,510.40	6,799.87	7,117.07	7,442.93	7,796.53
			Annual	78,124.80	81,598.40	85,404.80	89,315.20	93,558.40
ANIMAL CONTROL OFFICER	C610	Classified	Hourly	32.29	33.95	35.49	37.16	38.92
			Bi-Weekly	2,583.20	2,716.00	2,839.20	2,972.80	3,113.60
			Monthly	5,596.93	5,884.67	6,151.60	6,441.07	6,746.13
			Annual	67,163.20	70,616.00	73,819.20	77,292.80	80,953.60
ANIMAL CARE ATTENDANT	C600	Classified	Hourly	26.86	28.01	29.12	30.40	31.91
			Bi-Weekly	2,148.80	2,240.80	2,329.60	2,432.00	2,552.80
			Monthly	4,655.73	4,855.07	5,047.47	5,269.33	5,531.07
			Annual	55,868.80	58,260.80	60,569.60	63,232.00	66,372.80
SHELTER VOLUNTEER COORDINATOR	C607	Classified	Hourly	26.86	28.01	29.12	30.40	31.91
			Bi-Weekly	2,148.80	2,240.80	2,329.60	2,432.00	2,552.80
			Monthly	4,655.73	4,855.07	5,047.47	5,269.33	5,531.07
			Annual	55,868.80	58,260.80	60,569.60	63,232.00	66,372.80
COMMUNICATIONS ADMINISTRATOR	H435	Classified	Hourly	55.59	58.35	61.26	64.33	67.55
			Bi-Weekly	4,447.20	4,668.00	4,900.80	5,146.40	5,404.00
			Monthly	9,635.60	10,114.00	10,618.40	11,150.53	11,708.67
			Annual	115,627.20	121,368.00	127,420.80	133,806.40	140,504.00
COMMUNICATIONS SUPERVISOR	C645	Classified	Hourly	46.51	48.84	51.29	53.85	56.57
			Bi-Weekly	3,720.80	3,907.20	4,103.20	4,308.00	4,525.60
			Monthly	8,061.73	8,465.60	8,890.27	9,334.00	9,805.47
			Annual	96,740.80	101,587.20	106,683.20	112,008.00	117,665.60
COMMUNICATIONS OPERATOR	C635	Classified	Hourly	40.36	42.42	44.49	46.77	49.12
			Bi-Weekly	3,228.80	3,393.60	3,559.20	3,741.60	3,929.60
			Monthly	6,995.73	7,352.80	7,711.60	8,106.80	8,514.13
			Annual	83,948.80	88,233.60	92,539.20	97,281.60	102,169.60
CALL TAKER	C633	Classified	Hourly	33.59	35.23	37.01	38.86	40.81
			Bi-Weekly	2,687.20	2,818.40	2,960.80	3,108.80	3,264.80
			Monthly	5,822.27	6,106.53	6,415.07	6,735.73	7,073.73
			Annual	69,867.20	73,278.40	76,980.80	80,828.80	84,884.80
RECORDS ADMINISTRATOR	H425	Classified	Hourly	55.59	58.35	61.26	64.33	67.55
			Bi-Weekly	4,447.20	4,668.00	4,900.80	5,146.40	5,404.00
			Monthly	9,635.60	10,114.00	10,618.40	11,150.53	11,708.67
			Annual	115,627.20	121,368.00	127,420.80	133,806.40	140,504.00
RECORDS SUPERVISOR	C705	Classified	Hourly	40.37	42.39	44.50	46.73	49.07
			Bi-Weekly	3,229.60	3,391.20	3,560.00	3,738.40	3,925.60
			Monthly	6,997.47	7,347.60	7,713.33	8,099.87	8,505.47
			Annual	83,969.60	88,171.20	92,560.00	97,198.40	102,065.60
POLICE RECORDS CLERK II	C695	Classified	Hourly	31.39	32.64	33.95	35.43	37.17
			Bi-Weekly	2,511.20	2,611.20	2,716.00	2,834.40	2,973.60
			Monthly	5,440.93	5,657.60	5,884.67	6,141.20	6,442.80
			Annual	65,291.20	67,891.20	70,616.00	73,694.40	77,313.60
POLICE RECORDS CLERK I	C690	Classified	Hourly	27.59	29.03	30.57	32.07	33.80
			Bi-Weekly	2,207.20	2,322.40	2,445.60	2,565.60	2,704.00
			Monthly	4,782.27	5,031.87	5,298.80	5,558.80	5,858.67
			Annual	57,387.20	60,382.40	63,585.60	66,705.60	70,304.00
JAIL ADMINISTRATOR	H420	Classified	Hourly	55.59	58.35	61.26	64.33	67.55
			Bi-Weekly	4,447.20	4,668.00	4,900.80	5,146.40	5,404.00
			Monthly	9,635.60	10,114.00	10,618.40	11,150.53	11,708.67
			Annual	115,627.20	121,368.00	127,420.80	133,806.40	140,504.00
JAIL SUPERVISOR	C660	Classified	Hourly	42.72	44.51	46.66	48.83	51.17
			Bi-Weekly	3,417.60	3,560.80	3,732.80	3,906.40	4,093.60
			Monthly	7,404.80	7,715.07	8,087.73	8,463.87	8,869.47
			Annual	88,857.60	92,580.80	97,052.80	101,566.40	106,433.60
COMMUNITY SERVICE OFFICER	C650	Classified	Hourly	37.32	38.94	40.81	42.69	44.72
			Bi-Weekly	2,985.60	3,115.20	3,264.80	3,415.20	3,577.60
			Monthly	6,468.80	6,749.60	7,073.73	7,399.60	7,751.47
			Annual	77,625.60	80,995.20	84,884.80	88,795.20	93,017.60

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ATTACHMENT III
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Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
PUBLIC WORKS & UTILITIES DEPARTMENT								
ADMINISTRATION								
ASSISTANT DIRECTOR OF PUBLIC WORKS-UTILITIES	U525	Classified	Hourly	85.93	90.24	94.75	99.49	104.47
			Bi-Weekly	6,874.40	7,219.20	7,580.00	7,959.20	8,357.60
			Monthly	14,894.53	15,641.60	16,423.33	17,244.93	18,108.13
			Annual	178,734.40	187,699.20	197,080.00	206,939.20	217,297.60
DEPUTY DIRECTOR OF PUBLIC WORKS	U510	Classified	Hourly	78.13	82.03	86.15	90.45	94.98
			Bi-Weekly	6,250.40	6,562.40	6,892.00	7,236.00	7,598.40
			Monthly	13,542.53	14,218.53	14,932.67	15,678.00	16,463.20
			Annual	162,510.40	170,622.40	179,192.00	188,136.00	197,558.40
WATER RESOURCES MANAGER	H875	Classified	Hourly	78.10	82.01	86.13	90.44	94.95
			Bi-Weekly	6,248.00	6,560.80	6,890.40	7,235.20	7,596.00
			Monthly	13,537.33	14,215.07	14,929.20	15,676.27	16,458.00
			Annual	162,448.00	170,580.80	179,150.40	188,115.20	197,496.00
UTILITIES ENGINEERING MANAGER	H880	Classified	Hourly	78.10	82.01	86.13	90.44	94.95
			Bi-Weekly	6,248.00	6,560.80	6,890.40	7,235.20	7,596.00
			Monthly	13,537.33	14,215.07	14,929.20	15,676.27	16,458.00
			Annual	162,448.00	170,580.80	179,150.40	188,115.20	197,496.00
SENIOR UTILITY SERVICE REPRESENTATIVE	M820	Classified	Hourly	44.94	47.14	49.41	51.95	54.49
			Bi-Weekly	3,595.20	3,771.20	3,952.80	4,156.00	4,359.20
			Monthly	7,789.60	8,170.93	8,564.40	9,004.67	9,444.93
			Annual	93,475.20	98,051.20	102,772.80	108,056.00	113,339.20
STOREKEEPER - EXPEDITER	M100	Classified	Hourly	33.17	34.55	35.83	37.19	38.61
			Bi-Weekly	2,653.60	2,764.00	2,866.40	2,975.20	3,088.80
			Monthly	5,749.47	5,988.67	6,210.53	6,446.27	6,692.40
			Annual	68,993.60	71,864.00	74,526.40	77,355.20	80,308.80
AIRPORT DIVISION SUMMARY								
AIRPORT MANAGER	H205	Classified	Hourly	68.85	72.26	75.87	79.66	83.65
			Bi-Weekly	5,508.00	5,780.80	6,069.60	6,372.80	6,692.00
			Monthly	11,934.00	12,525.07	13,150.80	13,807.73	14,499.33
			Annual	143,208.00	150,300.80	157,809.60	165,692.80	173,992.00
AIRPORT OPERATIONS SUPERVISOR	H200	Classified	Hourly	57.38	60.22	63.24	66.41	69.72
			Bi-Weekly	4,590.40	4,817.60	5,059.20	5,312.80	5,577.60
			Monthly	9,945.87	10,438.13	10,961.60	11,511.07	12,084.80
			Annual	119,350.40	125,257.60	131,539.20	138,132.80	145,017.60
AIRPORT BUSINESS SUPERVISOR	H198	Classified	Hourly	55.59	58.34	61.26	64.32	67.53
			Bi-Weekly	4,447.20	4,667.20	4,900.80	5,145.60	5,402.40
			Monthly	9,635.60	10,112.27	10,618.40	11,148.80	11,705.20
			Annual	115,627.20	121,347.20	127,420.80	133,785.60	140,462.40
AIRPORT OPERATIONS SPECIALIST	T270	Classified	Hourly	35.54	37.35	39.19	41.06	43.17
			Bi-Weekly	2,843.20	2,988.00	3,135.20	3,284.80	3,453.60
			Monthly	6,160.27	6,474.00	6,792.93	7,117.07	7,482.80
			Annual	73,923.20	77,688.00	81,515.20	85,404.80	89,793.60
SENIOR AIRPORT MAINTENANCE WORKER	M510	Classified	Hourly	43.50	45.10	46.90	48.82	50.78
			Bi-Weekly	3,480.00	3,608.00	3,752.00	3,905.60	4,062.40
			Monthly	7,540.00	7,817.33	8,129.33	8,462.13	8,801.87
			Annual	90,480.00	93,808.00	97,552.00	101,545.60	105,622.40
AIRPORT MAINTENANCE WORKER	M505	Classified	Hourly	39.67	41.26	42.91	44.44	46.15
			Bi-Weekly	3,173.60	3,300.80	3,432.80	3,555.20	3,692.00
			Monthly	6,876.13	7,151.73	7,437.73	7,702.93	7,999.33
			Annual	82,513.60	85,820.80	89,252.80	92,435.20	95,992.00
AIRPORT ATTENDANT	M500	Classified	Hourly	31.22	32.47	33.77	34.98	36.32
			Bi-Weekly	2,497.60	2,597.60	2,701.60	2,798.40	2,905.60
			Monthly	5,411.47	5,628.13	5,853.47	6,063.20	6,295.47
			Annual	64,937.60	67,537.60	70,241.60	72,758.40	75,545.60
ENGINEERING/TRANSPORTATION DIVISION								
REAL PROPERTY MANAGER	H225	Classified	Hourly	50.49	53.03	55.67	58.47	61.38
			Bi-Weekly	4,039.20	4,242.40	4,453.60	4,677.60	4,910.40
			Monthly	8,751.60	9,191.87	9,649.47	10,134.80	10,639.20
			Annual	105,019.20	110,302.40	115,793.60	121,617.60	127,670.40
REAL PROPERTY ASSOCIATE	T260	Classified	Hourly	44.82	47.18	49.53	51.94	54.51
			Bi-Weekly	3,585.60	3,774.40	3,962.40	4,155.20	4,360.80
			Monthly	7,768.80	8,177.87	8,585.20	9,002.93	9,448.40
			Annual	93,225.60	98,134.40	103,022.40	108,035.20	113,380.80
REAL PROPERTY ASSISTANT	T255	Classified	Hourly	38.21	40.12	42.02	44.13	46.34
			Bi-Weekly	3,056.80	3,209.60	3,361.60	3,530.40	3,707.20
			Monthly	6,623.07	6,954.13	7,283.47	7,649.20	8,032.27
			Annual	79,476.80	83,449.60	87,401.60	91,790.40	96,387.20
SENIOR CIVIL ENGINEER	H240	Classified	Hourly	66.40	69.71	73.22	76.86	80.70
			Bi-Weekly	5,312.00	5,576.80	5,857.60	6,148.80	6,456.00
			Monthly	11,509.33	12,083.07	12,691.47	13,322.40	13,988.00
			Annual	138,112.00	144,996.80	152,297.60	159,868.80	167,856.00
ASSOCIATE CIVIL ENGINEER	T215	Classified	Hourly	58.69	61.66	64.65	67.93	71.24
			Bi-Weekly	4,695.20	4,932.80	5,172.00	5,434.40	5,699.20
			Monthly	10,172.93	10,687.73	11,206.00	11,774.53	12,348.27
			Annual	122,075.20	128,252.80	134,472.00	141,294.40	148,179.20
ASSISTANT CIVIL ENGINEER	T210	Classified	Hourly	50.55	53.18	55.90	58.58	61.53
			Bi-Weekly	4,044.00	4,254.40	4,472.00	4,686.40	4,922.40
			Monthly	8,762.00	9,217.87	9,689.33	10,153.87	10,665.20
			Annual	105,144.00	110,614.40	116,272.00	121,846.40	127,982.40

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ENGINEERING TECHNICIAN	T200	Classified	Hourly	38.25	40.11	42.14	44.23	46.35
			Bi-Weekly	3,060.00	3,208.80	3,371.20	3,538.40	3,708.00
			Monthly	6,630.00	6,952.40	7,304.27	7,666.53	8,034.00
			Annual	79,560.00	83,428.80	87,651.20	91,998.40	96,408.00
SURVEY ENGINEER	H230	Classified	Hourly	59.09	62.06	65.17	68.42	71.82
			Bi-Weekly	4,727.20	4,964.80	5,213.60	5,473.60	5,745.60
			Monthly	10,242.27	10,757.07	11,296.13	11,859.47	12,448.80
			Annual	122,907.20	129,084.80	135,553.60	142,313.60	149,385.60
SURVEYOR	T265	Classified	Hourly	47.79	50.15	52.63	55.25	58.03
			Bi-Weekly	3,823.20	4,012.00	4,210.40	4,420.00	4,642.40
			Monthly	8,283.60	8,692.67	9,122.53	9,576.67	10,058.53
			Annual	99,403.20	104,312.00	109,470.40	114,920.00	120,702.40
SENIOR TRANSPORTATION ENGINEER	H215	Classified	Hourly	66.39	69.71	73.20	76.86	80.69
			Bi-Weekly	5,311.20	5,576.80	5,856.00	6,148.80	6,455.20
			Monthly	11,507.60	12,083.07	12,688.00	13,322.40	13,986.27
			Annual	138,091.20	144,996.80	152,256.00	159,868.80	167,835.20
ASSOCIATE TRANSPORTATION ENGINEER	T240	Classified	Hourly	58.69	61.66	64.65	67.93	71.24
			Bi-Weekly	4,695.20	4,932.80	5,172.00	5,434.40	5,699.20
			Monthly	10,172.93	10,687.73	11,206.00	11,774.53	12,348.27
			Annual	122,075.20	128,252.80	134,472.00	141,294.40	148,179.20
ASSISTANT TRANSPORTATION ENGINEER	T235	Classified	Hourly	50.55	53.18	55.90	58.58	61.53
			Bi-Weekly	4,044.00	4,254.40	4,472.00	4,686.40	4,922.40
			Monthly	8,762.00	9,217.87	9,689.33	10,153.87	10,665.20
			Annual	105,144.00	110,614.40	116,272.00	121,846.40	127,982.40
SENIOR TRANSPORTATION PLANNER	H210	Classified	Hourly	55.47	58.22	61.14	64.19	67.40
			Bi-Weekly	4,437.60	4,657.60	4,891.20	5,135.20	5,392.00
			Monthly	9,614.80	10,091.47	10,597.60	11,126.27	11,682.67
			Annual	115,377.60	121,097.60	127,171.20	133,515.20	140,192.00
ASSOCIATE TRANSPORTATION PLANNER	T225	Classified	Hourly	49.51	51.94	54.53	57.33	60.08
			Bi-Weekly	3,960.80	4,155.20	4,362.40	4,586.40	4,806.40
			Monthly	8,581.73	9,002.93	9,451.87	9,937.20	10,413.87
			Annual	102,980.80	108,035.20	113,422.40	119,246.40	124,966.40
TRAFFIC SIGNAL TECHNICIAN	T220	Classified	Hourly	40.17	42.11	44.25	46.44	48.66
			Bi-Weekly	3,213.60	3,368.80	3,540.00	3,715.20	3,892.80
			Monthly	6,962.80	7,299.07	7,670.00	8,049.60	8,434.40
			Annual	83,553.60	87,588.80	92,040.00	96,595.20	101,212.80
SUPERVISING CONSTRUCTION INSPECTOR	H235	Classified	Hourly	61.08	64.13	67.34	70.71	74.25
			Bi-Weekly	4,886.40	5,130.40	5,387.20	5,656.80	5,940.00
			Monthly	10,587.20	11,115.87	11,672.27	12,256.40	12,870.00
			Annual	127,046.40	133,390.40	140,067.20	147,076.80	154,440.00
SENIOR CONSTRUCTION INSPECTOR	T250	Classified	Hourly	53.77	56.64	59.50	62.30	65.41
			Bi-Weekly	4,301.60	4,531.20	4,760.00	4,984.00	5,232.80
			Monthly	9,320.13	9,817.60	10,313.33	10,798.67	11,337.73
			Annual	111,841.60	117,811.20	123,760.00	129,584.00	136,052.80
CONSTRUCTION INSPECTOR	T245	Classified	Hourly	45.05	47.36	49.57	52.09	54.73
			Bi-Weekly	3,604.00	3,788.80	3,965.60	4,167.20	4,378.40
			Monthly	7,808.67	8,209.07	8,592.13	9,028.93	9,486.53
			Annual	93,704.00	98,508.80	103,105.60	108,347.20	113,838.40

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ATTACHMENT III
Recommended by
Personnel Commission
on March 9, 2023
Approved by Council
on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
RECYCLING-SOLID WASTE								
SOLID WASTE PROGRAM MANAGER	H800	Classified	Hourly	55.59	58.34	61.26	64.32	67.53
			Bi-Weekly	4,447.20	4,667.20	4,900.80	5,145.60	5,402.40
			Monthly	9,635.60	10,112.27	10,618.40	11,148.80	11,705.20
			Annual	115,627.20	121,347.20	127,420.80	133,785.60	140,462.40
RECYCLING SPECIALIST	T800	Classified	Hourly	38.54	40.46	42.42	44.58	46.80
			Bi-Weekly	3,083.20	3,236.80	3,393.60	3,566.40	3,744.00
			Monthly	6,680.27	7,013.07	7,352.80	7,727.20	8,112.00
			Annual	80,163.20	84,156.80	88,233.60	92,726.40	97,344.00
SENIOR SUSTAINABILITY SPECIALIST	T804	Classified	Hourly	48.55	50.96	53.52	56.19	59.00
			Bi-Weekly	3,884.00	4,076.80	4,281.60	4,495.20	4,720.00
			Monthly	8,415.33	8,833.07	9,276.80	9,739.60	10,226.67
			Annual	100,984.00	105,996.80	111,321.60	116,875.20	122,720.00
SUSTAINABILITY SPECIALIST	T803	Classified	Hourly	44.14	46.33	48.65	51.08	53.64
			Bi-Weekly	3,531.20	3,706.40	3,892.00	4,086.40	4,291.20
			Monthly	7,650.93	8,030.53	8,432.67	8,853.87	9,297.60
			Annual	91,811.20	96,366.40	101,192.00	106,246.40	111,571.20
SUSTAINABILITY TECHNICIAN	T802	Classified	Hourly	40.13	42.12	44.22	46.42	48.75
			Bi-Weekly	3,210.40	3,369.60	3,537.60	3,713.60	3,900.00
			Monthly	6,955.87	7,300.80	7,664.80	8,046.13	8,450.00
			Annual	83,470.40	87,609.60	91,977.60	96,553.60	101,400.00
WATER POLLUTION CONTROL FACILITY (WPCF)								
WATER POLLUTION CONTROL FACILITY MANAGER	H870	Classified	Hourly	78.10	82.01	86.13	90.44	94.95
			Bi-Weekly	6,248.00	6,560.80	6,890.40	7,235.20	7,596.00
			Monthly	13,537.33	14,215.07	14,929.20	15,676.27	16,458.00
			Annual	162,448.00	170,580.80	179,150.40	188,115.20	197,496.00
WPCF OPERATIONS AND MAINTENANCE MANAGER	H865	Classified	Hourly	63.71	66.89	70.25	73.77	77.46
			Bi-Weekly	5,096.80	5,351.20	5,620.00	5,901.60	6,196.80
			Monthly	11,043.07	11,594.27	12,176.67	12,786.80	13,426.40
			Annual	132,516.80	139,131.20	146,120.00	153,441.60	161,116.80
WPCF MAINTENANCE SUPERVISOR	H860	Classified	Hourly	57.95	60.83	63.88	67.08	70.43
			Bi-Weekly	4,636.00	4,866.40	5,110.40	5,366.40	5,634.40
			Monthly	10,044.67	10,543.87	11,072.53	11,627.20	12,207.87
			Annual	120,536.00	126,526.40	132,870.40	139,526.40	146,494.40
WPCF OPERATIONS SUPERVISOR	H855	Classified	Hourly	57.95	60.83	63.88	67.08	70.43
			Bi-Weekly	4,636.00	4,866.40	5,110.40	5,366.40	5,634.40
			Monthly	10,044.67	10,543.87	11,072.53	11,627.20	12,207.87
			Annual	120,536.00	126,526.40	132,870.40	139,526.40	146,494.40
WPCF LEAD OPERATOR	M935	Classified	Hourly	53.41	55.53	57.75	60.01	62.45
			Bi-Weekly	4,272.80	4,442.40	4,620.00	4,800.80	4,996.00
			Monthly	9,257.73	9,625.20	10,010.00	10,401.73	10,824.67
			Annual	111,092.80	115,502.40	120,120.00	124,820.80	129,896.00
WPCF OPERATOR	M930	Classified	Hourly	48.54	50.48	52.49	54.55	56.76
			Bi-Weekly	3,883.20	4,038.40	4,199.20	4,364.00	4,540.80
			Monthly	8,413.60	8,749.87	9,098.27	9,455.33	9,838.40
			Annual	100,963.20	104,998.40	109,179.20	113,464.00	118,060.80
OPERATOR-IN-TRAINING	M925	Classified	Hourly	42.42	44.08	45.92	47.50	49.36
			Bi-Weekly	3,393.60	3,526.40	3,673.60	3,800.00	3,948.80
			Monthly	7,352.80	7,640.53	7,959.47	8,233.33	8,555.73
			Annual	88,233.60	91,686.40	95,513.60	98,800.00	102,668.80

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			A	B	C	D	E	
LAB SUPERVISOR	H850	Classified	Hourly	57.95	60.83	63.88	67.08	70.43
			Bi-Weekly	4,636.00	4,866.40	5,110.40	5,366.40	5,634.40
			Monthly	10,044.67	10,543.87	11,072.53	11,627.20	12,207.87
			Annual	120,536.00	126,526.40	132,870.40	139,526.40	146,494.40
CHEMIST	T807	Classified	Hourly	45.51	47.79	50.18	52.68	55.30
			Bi-Weekly	3,640.80	3,823.20	4,014.40	4,214.40	4,424.00
			Monthly	7,888.40	8,283.60	8,697.87	9,131.20	9,585.33
			Annual	94,660.80	99,403.20	104,374.40	109,574.40	115,024.00
LABORATORY TECHNICIAN	T805	Classified	Hourly	39.58	41.06	42.65	44.40	46.06
			Bi-Weekly	3,166.40	3,284.80	3,412.00	3,552.00	3,684.80
			Monthly	6,860.53	7,117.07	7,392.67	7,696.00	7,983.73
			Annual	82,326.40	85,404.80	88,712.00	92,352.00	95,804.80
WATER POLLUTION SOURCE CONTROL								
ENVIRONMENTAL SERVICES MANAGER	H805	Classified	Hourly	67.38	70.74	74.30	78.01	81.91
			Bi-Weekly	5,390.40	5,659.20	5,944.00	6,240.80	6,552.80
			Monthly	11,679.20	12,261.60	12,878.67	13,521.73	14,197.73
			Annual	140,150.40	147,139.20	154,544.00	162,260.80	170,372.80
WATER POLLUTION CONTROL ADMINISTRATOR	H845	Classified	Hourly	58.56	61.51	64.56	67.82	71.21
			Bi-Weekly	4,684.80	4,920.80	5,164.80	5,425.60	5,696.80
			Monthly	10,150.40	10,661.73	11,190.40	11,755.47	12,343.07
			Annual	121,804.80	127,940.80	134,284.80	141,065.60	148,116.80
SENIOR WATER POLLUTION SOURCE CONTROL INSPECTOR	T815	Classified	Hourly	49.41	51.97	54.58	57.17	60.10
			Bi-Weekly	3,952.80	4,157.60	4,366.40	4,573.60	4,808.00
			Monthly	8,564.40	9,008.13	9,460.53	9,909.47	10,417.33
			Annual	102,772.80	108,097.60	113,526.40	118,913.60	125,008.00
WATER POLLUTION SOURCE CONTROL INSPECTOR II	T810	Classified	Hourly	44.90	47.25	49.40	51.94	54.53
			Bi-Weekly	3,592.00	3,780.00	3,952.00	4,155.20	4,362.40
			Monthly	7,782.67	8,190.00	8,562.67	9,002.93	9,451.87
			Annual	93,392.00	98,280.00	102,752.00	108,035.20	113,422.40
WATER POLLUTION SOURCE CONTROL INSPECTOR I	T809	Classified	Hourly	40.41	42.52	44.46	46.75	49.07
			Bi-Weekly	3,232.80	3,401.60	3,556.80	3,740.00	3,925.60
			Monthly	7,004.40	7,370.13	7,706.40	8,103.33	8,505.47
			Annual	84,052.80	88,441.60	92,476.80	97,240.00	102,065.60
TECHNICAL INTERN	Z125	Classified	Hourly					15.82
			Bi-Weekly					1,265.60
			Monthly					2,742.13
			Annual					32,905.60
SENIOR WATER RESOURCES ENGINEER	H813	Classified	Hourly	65.10	68.35	71.77	75.36	79.11
			Bi-Weekly	5,208.00	5,468.00	5,741.60	6,028.80	6,328.80
			Monthly	11,284.00	11,847.33	12,440.13	13,062.40	13,712.40
			Annual	135,408.00	142,168.00	149,281.60	156,748.80	164,548.80
SENIOR UTILITIES ENGINEER	H810	Classified	Hourly	66.40	69.71	73.22	76.86	80.70
			Bi-Weekly	5,312.00	5,576.80	5,857.60	6,148.80	6,456.00
			Monthly	11,509.33	12,083.07	12,691.47	13,322.40	13,988.00
			Annual	138,112.00	144,996.80	152,297.60	159,868.80	167,856.00
SEWER COLLECTIONS & WATER DISTRIBUTION								
UTILITIES OPERATIONS AND MAINTENANCE MANAGER	H835	Classified	Hourly	71.91	75.48	79.25	83.21	87.38
			Bi-Weekly	5,752.80	6,038.40	6,340.00	6,656.80	6,990.40
			Monthly	12,464.40	13,083.20	13,736.67	14,423.07	15,145.87
			Annual	149,572.80	156,998.40	164,840.00	173,076.80	181,750.40
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified	Hourly	59.92	62.89	66.06	69.35	72.82
			Bi-Weekly	4,793.60	5,031.20	5,284.80	5,548.00	5,825.60
			Monthly	10,386.13	10,900.93	11,450.40	12,020.67	12,622.13
			Annual	124,633.60	130,811.20	137,404.80	144,248.00	151,465.60
UTILITIES FIELD SERVICES SUPERVISOR	H825	Classified	Hourly	59.92	62.89	66.06	69.35	72.82
			Bi-Weekly	4,793.60	5,031.20	5,284.80	5,548.00	5,825.60
			Monthly	10,386.13	10,900.93	11,450.40	12,020.67	12,622.13
			Annual	124,633.60	130,811.20	137,404.80	144,248.00	151,465.60
WASTEWATER COLLECTIONS SYSTEM SUPERVISOR	H823	Classified	Hourly	57.95	60.83	63.88	67.08	70.43
			Bi-Weekly	4,636.00	4,866.40	5,110.40	5,366.40	5,634.40
			Monthly	10,044.67	10,543.87	11,072.53	11,627.20	12,207.87
			Annual	120,536.00	126,526.40	132,870.40	139,526.40	146,494.40
WATER INSTALLATION AND MAINTENANCE SUPERVISOR	H815	Classified	Hourly	47.23	49.61	52.07	54.69	57.42
			Bi-Weekly	3,778.40	3,968.80	4,165.60	4,375.20	4,593.60
			Monthly	8,186.53	8,599.07	9,025.47	9,479.60	9,952.80
			Annual	98,238.40	103,188.80	108,305.60	113,755.20	119,433.60

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SENIOR UTILITY FIELD SERVICES LEADER	M827	Classified	Hourly	48.57	50.50	52.56	54.43	56.54
			Bi-Weekly	3,885.60	4,040.00	4,204.80	4,354.40	4,523.20
			Monthly	8,418.80	8,753.33	9,110.40	9,434.53	9,800.27
			Annual	101,025.60	105,040.00	109,324.80	113,214.40	117,603.20
SENIOR UTILITY CUSTOMER SERVICE LEADER	M825	Classified	Hourly	47.31	48.93	50.86	52.97	55.13
			Bi-Weekly	3,784.80	3,914.40	4,068.80	4,237.60	4,410.40
			Monthly	8,200.40	8,481.20	8,815.73	9,181.47	9,555.87
			Annual	98,404.80	101,774.40	105,788.80	110,177.60	114,670.40
CROSS CONNECTION CONTROL SPECIALIST	M815	Classified	Hourly	41.12	42.55	44.23	46.08	47.93
			Bi-Weekly	3,289.60	3,404.00	3,538.40	3,686.40	3,834.40
			Monthly	7,127.47	7,375.33	7,666.53	7,987.20	8,307.87
			Annual	85,529.60	88,504.00	91,998.40	95,846.40	99,694.40
WATER METER MECHANIC	M810	Classified	Hourly	39.97	41.51	43.22	45.00	46.79
			Bi-Weekly	3,197.60	3,320.80	3,457.60	3,600.00	3,743.20
			Monthly	6,928.13	7,195.07	7,491.47	7,800.00	8,110.27
			Annual	83,137.60	86,340.80	89,897.60	93,600.00	97,323.20
CUSTOMER FIELD TECHNICIAN	M807	Classified	Hourly	35.72	37.15	38.65	40.07	41.67
			Bi-Weekly	2,857.60	2,972.00	3,092.00	3,205.60	3,333.60
			Monthly	6,191.47	6,439.33	6,699.33	6,945.47	7,222.80
			Annual	74,297.60	77,272.00	80,392.00	83,345.60	86,673.60
BACKFLOW/CROSS CONNECTION TESTER	M800	Classified	Hourly	34.57	36.21	37.89	39.74	41.67
			Bi-Weekly	2,765.60	2,896.80	3,031.20	3,179.20	3,333.60
			Monthly	5,992.13	6,276.40	6,567.60	6,888.27	7,222.80
			Annual	71,905.60	75,316.80	78,811.20	82,659.20	86,673.60
UTILITIES MAINTENANCE SUPERVISOR	H820	Classified	Hourly	54.31	57.01	59.87	62.88	66.02
			Bi-Weekly	4,344.80	4,560.80	4,789.60	5,030.40	5,281.60
			Monthly	9,413.73	9,881.73	10,377.47	10,899.20	11,443.47
			Annual	112,964.80	118,580.80	124,529.60	130,790.40	137,321.60
UTILITIES SERVICE WORKER	M900	Classified	Hourly	39.41	40.97	42.68	44.16	45.89
			Bi-Weekly	3,152.80	3,277.60	3,414.40	3,532.80	3,671.20
			Monthly	6,831.07	7,101.47	7,397.87	7,654.40	7,954.27
			Annual	81,972.80	85,217.60	88,774.40	91,852.80	95,451.20
GENERAL MAINTENANCE								
EQUIPMENT OPERATOR	M400	Classified	Hourly	40.02	41.60	43.35	44.84	46.59
			Bi-Weekly	3,201.60	3,328.00	3,468.00	3,587.20	3,727.20
			Monthly	6,936.80	7,210.67	7,514.00	7,772.27	8,075.60
			Annual	83,241.60	86,528.00	90,168.00	93,267.20	96,907.20
SENIOR UTILITY LEADER	M845	Classified	Hourly	49.85	51.84	54.00	55.87	58.05
			Bi-Weekly	3,988.00	4,147.20	4,320.00	4,469.60	4,644.00
			Monthly	8,640.67	8,985.60	9,360.00	9,684.13	10,062.00
			Annual	103,688.00	107,827.20	112,320.00	116,209.60	120,744.00
UTILITY LEADER	M840	Classified	Hourly	43.36	45.07	46.95	48.61	50.47
			Bi-Weekly	3,468.80	3,605.60	3,756.00	3,888.80	4,037.60
			Monthly	7,515.73	7,812.13	8,138.00	8,425.73	8,748.13
			Annual	90,188.80	93,745.60	97,656.00	101,108.80	104,977.60
UTILITY WORKER	M835	Classified	Hourly	39.41	40.97	42.68	44.16	45.89
			Bi-Weekly	3,152.80	3,277.60	3,414.40	3,532.80	3,671.20
			Monthly	6,831.07	7,101.47	7,397.87	7,654.40	7,954.27
			Annual	81,972.80	85,217.60	88,774.40	91,852.80	95,451.20
SENIOR UTILITY LEADER - SEWER	M920	Classified	Hourly	48.57	50.50	52.56	54.43	56.54
			Bi-Weekly	3,885.60	4,040.00	4,204.80	4,354.40	4,523.20
			Monthly	8,418.80	8,753.33	9,110.40	9,434.53	9,800.27
			Annual	101,025.60	105,040.00	109,324.80	113,214.40	117,603.20
UTILITY LEADER - SEWER	M915	Classified	Hourly	42.24	43.92	45.71	47.31	49.15
			Bi-Weekly	3,379.20	3,513.60	3,656.80	3,784.80	3,932.00
			Monthly	7,321.60	7,612.80	7,923.07	8,200.40	8,519.33
			Annual	87,859.20	91,353.60	95,076.80	98,404.80	102,232.00
UTILITY WORKER - SEWER	M910	Classified	Hourly	38.39	39.93	41.57	43.01	44.69
			Bi-Weekly	3,071.20	3,194.40	3,325.60	3,440.80	3,575.20
			Monthly	6,654.27	6,921.20	7,205.47	7,455.07	7,746.27
			Annual	79,851.20	83,054.40	86,465.60	89,460.80	92,955.20
UTILITIES MAINTENANCE MECHANIC	M415	Classified	Hourly	48.54	50.48	52.49	54.55	56.76
			Bi-Weekly	3,883.20	4,038.40	4,199.20	4,364.00	4,540.80
			Monthly	8,413.60	8,749.87	9,098.27	9,455.33	9,838.40
			Annual	100,963.20	104,998.40	109,179.20	113,464.00	118,060.80

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INFORMATION TECHNOLOGY DEPARTMENT								
DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY	U530	Classified	Hourly	74.08	77.78	81.67	85.76	90.03
			Bi-Weekly	5,926.40	6,222.40	6,533.60	6,860.80	7,202.40
			Monthly	12,840.53	13,481.87	14,156.13	14,865.07	15,605.20
			Annual	154,086.40	161,782.40	169,873.60	178,380.80	187,262.40
INFORMATION SYSTEMS MANAGER	H565	Classified	Hourly	61.61	64.68	67.91	71.32	74.88
			Bi-Weekly	4,928.80	5,174.40	5,432.80	5,705.60	5,990.40
			Monthly	10,679.07	11,211.20	11,771.07	12,362.13	12,979.20
			Annual	128,148.80	134,534.40	141,252.80	148,345.60	155,750.40
INFORMATION TECHNOLOGY MANAGER	H566	Classified	Hourly	68.45	71.87	75.48	79.26	83.23
			Bi-Weekly	5,476.00	5,749.60	6,038.40	6,340.80	6,658.40
			Monthly	11,864.67	12,457.47	13,083.20	13,738.40	14,426.53
			Annual	142,376.00	149,489.60	156,998.40	164,860.80	173,118.40
DATA AND SYSTEMS COORDINATOR	H560	Classified	Hourly	55.42	58.20	61.12	64.17	67.37
			Bi-Weekly	4,433.60	4,656.00	4,889.60	5,133.60	5,389.60
			Monthly	9,606.13	10,088.00	10,594.13	11,122.80	11,677.47
			Annual	115,273.60	121,056.00	127,129.60	133,473.60	140,129.60
NETWORK SYSTEMS SPECIALIST	H555	Classified	Hourly	54.79	57.54	60.43	63.43	66.61
			Bi-Weekly	4,383.20	4,603.20	4,834.40	5,074.40	5,328.80
			Monthly	9,496.93	9,973.60	10,474.53	10,994.53	11,545.73
			Annual	113,963.20	119,683.20	125,694.40	131,934.40	138,548.80
GEOGRAPHIC INFO SYSTEMS COORDINATOR	T460	Classified	Hourly	59.53	62.50	65.47	68.77	73.33
			Bi-Weekly	4,762.40	5,000.00	5,237.60	5,501.60	5,866.40
			Monthly	10,318.53	10,833.33	11,348.13	11,920.13	12,710.53
			Annual	123,822.40	130,000.00	136,177.60	143,041.60	152,526.40
SYSTEMS ANALYST II	T455	Classified	Hourly	56.06	58.80	61.84	64.90	68.10
			Bi-Weekly	4,484.80	4,704.00	4,947.20	5,192.00	5,448.00
			Monthly	9,717.07	10,192.00	10,718.93	11,249.33	11,804.00
			Annual	116,604.80	122,304.00	128,627.20	134,992.00	141,648.00
SYSTEMS ANALYST I	T454	Classified	Hourly	50.96	53.45	56.22	59.00	61.91
			Bi-Weekly	4,076.80	4,276.00	4,497.60	4,720.00	4,952.80
			Monthly	8,833.07	9,264.67	9,744.80	10,226.67	10,731.07
			Annual	105,996.80	111,176.00	116,937.60	122,720.00	128,772.80
WEB SPECIALIST	T450	Classified	Hourly	46.31	48.64	51.07	53.60	56.29
			Bi-Weekly	3,704.80	3,891.20	4,085.60	4,288.00	4,503.20
			Monthly	8,027.07	8,430.93	8,852.13	9,290.67	9,756.93
			Annual	96,324.80	101,171.20	106,225.60	111,488.00	117,083.20
INFORMATION TECHNOLOGY ANALYST II	T435	Classified	Hourly	51.80	54.37	57.09	59.94	62.95
			Bi-Weekly	4,144.00	4,349.60	4,567.20	4,795.20	5,036.00
			Monthly	8,978.67	9,424.13	9,895.60	10,389.60	10,911.33
			Annual	107,744.00	113,089.60	118,747.20	124,675.20	130,936.00
INFORMATION TECHNOLOGY ANALYST I	T430	Classified	Hourly	47.07	49.43	51.91	54.52	57.21
			Bi-Weekly	3,765.60	3,954.40	4,152.80	4,361.60	4,576.80
			Monthly	8,158.80	8,567.87	8,997.73	9,450.13	9,916.40
			Annual	97,905.60	102,814.40	107,972.80	113,401.60	118,996.80
TECHNOLOGY SOLUTIONS ANALYST II	T445	Classified	Hourly	51.80	54.37	57.09	59.94	62.95
			Bi-Weekly	4,144.00	4,349.60	4,567.20	4,795.20	5,036.00
			Monthly	8,978.67	9,424.13	9,895.60	10,389.60	10,911.33
			Annual	107,744.00	113,089.60	118,747.20	124,675.20	130,936.00
TECHNOLOGY SOLUTIONS ANALYST I	T440	Classified	Hourly	47.07	49.43	51.91	54.52	57.21
			Bi-Weekly	3,765.60	3,954.40	4,152.80	4,361.60	4,576.80
			Monthly	8,158.80	8,567.87	8,997.73	9,450.13	9,916.40
			Annual	97,905.60	102,814.40	107,972.80	113,401.60	118,996.80
GEOGRAPHIC INFO SYSTEM TECHNICIAN II	T465	Classified	Hourly	42.66	44.79	47.01	49.37	51.87
			Bi-Weekly	3,412.80	3,583.20	3,760.80	3,949.60	4,149.60
			Monthly	7,394.40	7,763.60	8,148.40	8,557.47	8,990.80
			Annual	88,732.80	93,163.20	97,780.80	102,689.60	107,889.60
GEOGRAPHIC INFO SYSTEM TECHNICIAN I	T464	Classified	Hourly	38.80	40.72	42.77	44.91	47.16
			Bi-Weekly	3,104.00	3,257.60	3,421.60	3,592.80	3,772.80
			Monthly	6,725.33	7,058.13	7,413.47	7,784.40	8,174.40
			Annual	80,704.00	84,697.60	88,961.60	93,412.80	98,092.80
INFORMATION TECHNOLOGY TECHNICIAN II	T425	Classified	Hourly	42.66	44.79	47.01	49.37	51.87
			Bi-Weekly	3,412.80	3,583.20	3,760.80	3,949.60	4,149.60
			Monthly	7,394.40	7,763.60	8,148.40	8,557.47	8,990.80
			Annual	88,732.80	93,163.20	97,780.80	102,689.60	107,889.60
INFORMATION TECHNOLOGY TECHNICIAN I	T424	Classified	Hourly	38.80	40.72	42.77	44.91	47.16
			Bi-Weekly	3,104.00	3,257.60	3,421.60	3,592.80	3,772.80
			Monthly	6,725.33	7,058.13	7,413.47	7,784.40	8,174.40
			Annual	80,704.00	84,697.60	88,961.60	93,412.80	98,092.80
INFORMATION SYSTEMS SUPPORT TECHNICIAN	T415	Classified	Hourly	34.95	36.68	38.56	40.48	42.42
			Bi-Weekly	2,796.00	2,934.40	3,084.80	3,238.40	3,393.60
			Monthly	6,058.00	6,357.87	6,683.73	7,016.53	7,352.80
			Annual	72,696.00	76,294.40	80,204.80	84,198.40	88,233.60
DATA SYSTEMS OPERATOR	C450	Classified	Hourly	31.86	33.28	34.95	36.61	38.32
			Bi-Weekly	2,548.80	2,662.40	2,796.00	2,928.80	3,065.60
			Monthly	5,522.40	5,768.53	6,058.00	6,345.73	6,642.13
			Annual	66,268.80	69,222.40	72,696.00	76,148.80	79,705.60
AUDIO VIDEO SPECIALIST	T410	Classified	Hourly	33.29	34.92	36.71	38.52	40.35
			Bi-Weekly	2,663.20	2,793.60	2,936.80	3,081.60	3,228.00
			Monthly	5,770.27	6,052.80	6,363.07	6,676.80	6,994.00
			Annual	69,243.20	72,633.60	76,356.80	80,121.60	83,928.00
VIDEO ASSISTANT	T400	Classified	Hourly					18.28
			Bi-Weekly					1,462.40
			Monthly					3,168.53
			Annual					38,022.40

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2023**

ATTACHMENT III
Recommended by
Personnel Commission
on March 9, 2023
Approved by Council
on March 21, 2023

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E
INFORMATION TECHNOLOGY INTERN	Z121	Classified	Hourly			15.82	20.00
			Bi-Weekly			1,265.60	1,600.00
			Monthly			2,742.13	3,466.67
			Annual			32,905.60	41,600.00



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: CONS 23-143

DATE: March 21, 2023

TO: Mayor and City Council

FROM: Acting Director of Development Services

SUBJECT

Adopt a Resolution Authorizing the City Manager to Execute an Amendment to the Agreement with Dutchover & Associates for Landscape Architect Services, Increasing the Not-to-Exceed Amount to \$405,000

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute an amendment to the agreement with Dutchover & Associates increasing the not-to-exceed amount to \$405,000.

SUMMARY

Staff recommends that the Council authorize the City Manager to execute an amendment to the agreement with Dutchover & Associates, to increase the contract amount by an additional \$75,000, for a total agreement amount not-to-exceed \$405,000, and to extend the term of the agreement to December 31, 2023.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution



DATE: March 21, 2023

TO: Mayor and City Council

FROM: Acting Director of Development Services

SUBJECT: Adopt a Resolution Authorizing the City Manager to Execute an Amendment to the Agreement with Dutchover & Associates for Landscape Architect Services, increasing the Not to Exceed Amount to \$405,000

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute an amendment to the agreement with Dutchover & Associates increasing the not to exceed amount to \$405,000.

SUMMARY

Staff recommends that the Council authorize the City Manager to execute an amendment to the agreement with Dutchover & Associates, to increase the contract amount by an additional \$75,000, for a total agreement amount not to exceed \$405,000, and to extend the term of the agreement to December 31, 2023.

BACKGROUND

The Planning Division has one approved FTE for the position of Landscape Architect. The Landscape Architect is responsible for the review of landscape plans, coordinating projects, beautification, park dedication fees, and tree preservation activities. An Associate Landscape Architect position was approved in the FY20 Operating Budget; however, this position was frozen for FY21 as part of the budget reductions due to COVID-19.

On March 16, 2020, Alameda County issued a Shelter-In-Place Order restricting all non-essential residential and commercial construction. Effective May 3, 2020, the Shelter-In-Place Order was revised to allow construction activities utilizing safety protocols. Since construction activities have resumed, permit activity has substantially increased. In 2023, the Planning Division has received 2,724 permit applications, compared to a total in 2020 of 163 applications received during the same period. It has remained critical to contract with an outside firm for Landscape Architect services to maintain the day-to-day operations and plan review in the Planning Division.

The City executed an agreement with Dutchover & Associates on September 1, 2017, to provide qualified temporary staffing to perform Landscape Architect services for an amount not to exceed \$50,000. Council has since authorized the City Manager to execute amendments to this agreement, most recently including an eleventh amendment that was executed on June 16, 2022 to extend the term through December 31, 2022. There was no increase to the compensation amount at that time.

DISCUSSION

Associated with the original agreement, Dutchover & Associates has provided a qualified professional, Brian Dutchover, who has been assisting with plan review, applicant inquiries, and field inspections. Mr. Dutchover has been working remotely on a part-time basis, to assist with the workload. The additional assistance allows the City's current Landscape Architect to focus on more complex projects, as well as handle the larger on-site inspections.

The current request to amend the agreement with Dutchover & Associates relates to retaining Mr. Dutchover to continue his assistance in the Planning Division on a part-time basis through December 31, 2023, and would increase the overall contract amount to an amount not to exceed \$405,000.

FISCAL IMPACT

All costs for this professional services agreement will be paid for through a combination of appropriated funds within the Development Services Department FY 2023 Operating Budget, and fees charged to development projects as appropriate, relating to review of project plans and/or inspections. There is no additional impact to the General Fund.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to any of the six priorities outlined in the Council's Strategic Roadmap.

SUSTAINABILITY FEATURES

The recommended action for this report will not directly result in physical development, purchase or service, new policy or legislation related to sustainability. However, ensuring proper and efficient landscaping that follows the overall landscape goals and regulations of the City, and its beautification efforts are directly related to the General Plan. Staff, and consultants acting as agents of the City, encourage all applicants to adhere to the General Plan guidelines.

NEXT STEPS

If the Council adopts the attached resolution, staff will prepare an amendment to the Agreement between the City of Hayward and Dutchover & Associates for execution by the City Manager, in a form approved by the City Attorney.

Prepared by: Tera Maroney, Management Analyst

Recommended by: Sara Buizer, AICP, Acting Director of Development Services

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 23-

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AMENDMENT TO THE AGREEMENT WITH DUTCHOVER & ASSOCIATES, FOR LANDSCAPE ARCHITECT SERVICES INCREASING THE NOT TO EXCEED AMOUNT TO \$405,000

WHEREAS, an Agreement with Dutchover & Associates was executed on September 1, 2017, to provide Landscape Architect services to the City of Hayward for an amount not to exceed \$50,000; and

WHEREAS, on July 2, 2019, Council adopted Resolution No. 19-149 authorizing the City Manager to execute and amendment to the agreement increasing the not to exceed amount to \$255,000; and

WHEREAS, on October 20, 2020, Council adopted Resolution No. 20-179 authorizing the City Manager to execute and amendment to the agreement increasing the not to exceed amount to \$330,000; and

WHEREAS, the Associate Landscape Architect position has been eliminated from the FY21 Operating Budget due to budget reductions due to COVID-19; and

WHEREAS, Dutchover & Associates has provided a qualified professional to assist with plan review, Permit Center counter inquiries, and field inspections; and

WHEREAS, the cost to amend the agreement with Dutchover & Associates will be paid for through a combination of approved funds within the Development Services Department FY 2023 Operating Budget and fees billed to development projects as appropriate and as they relate to review of project plans or inspections.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward, hereby authorizes the City Manager to negotiate and execute an amendment to the City's Agreement with Dutchover & Associates, increasing the not to exceed amount by an additional \$75,000 for a total amount not to exceed 405,000 and extend the term through December 31, 2023, in a form approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2023.

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: CONS 23-152

DATE: March 21, 2023

TO: Mayor and City Council

FROM: City Manager

SUBJECT

Adopt a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with the Renaissance Entrepreneurship Center and the Pop Up Guide in the Amount Not-to-Exceed \$150,000 for the Management and Implementation of the Downtown Activation Pilot Program

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute an agreement with the Renaissance Entrepreneurship Center and The Pop-Up Guide for program management services of the Downtown Activation Pilot Program, for a total not-to-exceed contract amount of \$150,000.

SUMMARY

As part of the City of Hayward COVID-19 economic recovery plan that was reviewed by the Council Economic Development Committee in June 2021, the Together for Hayward Open for Business program was included as one of nine programs utilizing ARPA funding to assist the business community to bring customers back to the stores. These Downtown Activation programs are one component of the Open for Business program and are designed to activate the Downtown district to attract customers back to the area. These programs are designed to be a pilot program that will last for approximately 6 months time. At the end of the program, an evaluation will be done to determine if a longer more permanent option should continue.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Scope of Work and Program Descriptions
Attachment IV	RFP Response - Renaissance Entrepreneurship Center/The Pop Up Guide



DATE: March 21, 2023

TO: City Council

FROM: City Manager

SUBJECT: Adopt a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with the Renaissance Entrepreneurship Center and the Pop Up Guide in the Amount Not to Exceed \$150,000 for the Management and Implementation of the Downtown Activation Pilot Program

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute an agreement with the Renaissance Entrepreneurship Center and The Pop-Up Guide for program management services of the Downtown Activation Pilot Program, for a total not-to-exceed contract amount of \$150,000.

SUMMARY

As part of the City of Hayward COVID-19 economic recovery plan that was reviewed by the Council Economic Development Committee in June 2021, the Together for Hayward Open for Business program was included as one of nine programs utilizing ARPA funding to assist the business community to bring customers back to the stores. These Downtown Activation programs are one component of the Open for Business program and are designed to activate the Downtown district to attract customers back to the area. These programs are designed to be a pilot program that will last for approximately 6 months time. At the end of the program, an evaluation will be done to determine if a longer more permanent option should continue.

BACKGROUND

Downtown Hayward was experiencing a positive resurgence when the pandemic hit in March 2020. Many businesses across the downtown saw supply chains interrupted, demand for goods and services dwindle and, in some cases, extensive mandatory business closures due to State and County health orders. Over the past two and a half years, Downtown Hayward has seen several business closures including such notable ones as Buffalo Bills, Brews and Brats, Charlotte's, High Scores, and others. While some new businesses have also opened, including

Kansai Sushi, Stack Cutz II, Stacks Record Shop, and Ska Dog Records, the overall foot traffic of consumers in the downtown has decreased significantly.

DISCUSSION

Downtown Activation Pilot Programs

To encourage customers to return to the Downtown area, staff recommends the creation of the following programs. These three pilot programs aim at creating vibrancy and energy through the introduction of music, art, and the entrepreneurial spirit. All of the proposed programs take place within the public right-of-way, to allow implementation in an expedited manner. Due to the pilot status of these programs, staff anticipates midstream modifications will be required to best suit the needs of the district and improve effectiveness.

Implementation of the Programs

Staff seeks to engage a partner organization that will coordinate and schedule the artists and musicians, confirm that their performance and attendance occurred, and pay the program stipend to them. In addition, utilizing an outside organization to manage the program will allow for a master encroachment permit to be issued and only one insurance certificate to be held rather than each artist and vendor providing their individual insurance policies, which can be costly.

In November 2023, staff issued a Request for Proposals ([RFP# 2317-111422](#)) to seek out organizations both local to Hayward and those located within the greater Bay Area region who may be interested in staffing and operating the new pilot program aimed at activating the Downtown district. Staff also solicited responses from organizations that previously requested funding for art programs through the Community Services Division's community agency funding process. Staff received responses from three (3) interested parties. Staff evaluated each of the proposals, conducted interviews with all three groups, and selected the Renaissance Entrepreneurship Center and The Pop Up Guide as program managers.

The partnership of the Renaissance Entrepreneurship Center and the Pop Up Guide brings a unique set of skills to the pilot programs. Their combined experience in working with artists, musicians and pop-up vendors through education and training sessions to help these small business owners become successful and at similar types of events around the bay area was a deciding factor for moving forward with this group as the program managers. Both the Renaissance Entrepreneurship Center and the Pop Up Guide group are very familiar with the Hayward community and look forward to bringing exciting offerings to the downtown while also engaging existing community groups and the merchant community. A copy of their Response to the RFP can be found as Attachment IV.

Staff is seeking approval to authorize the City Manager to enter into the professional services agreement with the Renaissance Entrepreneurship Center and their partner The Pop Up Guide for management of the three programs as described below. The agreement would be for a not to exceed amount of \$150,000 and will expire no later than December 31, 2023.

Downtown Activation Pilot Program Description

Pathways for Performers

Pathways for Performers is a pilot street performance initiative designed to activate public spaces in Downtown Hayward with live music. The program would engage 15 – 30 performers per weekend that would play live non-amplified music at four designated locations. Each performer would receive a modest stipend for two hours of performance at the pre-determined time and location. Any musical performer with at least two hours of musical performance material is eligible for participation in Pathways for Performers. While the focus is to support and showcase local performers, performers from outside of the local region may be showcased if they are in line with the community goals of inclusion and diversity. Performers from outside of Hayward may also bring new potential customers to the downtown area as they come to support and listen to the performers.

Art in Action

Art in Action is a pilot initiative designed to activate public spaces in Downtown Hayward with artists actively in the process of creating art pieces. The program would engage 15 – 30 artists per weekend that would set up a station to actively create art at a location. Each artist would receive a modest stipend for two - four hours of time at the pre-determined time and location. Any artist that will actively create art, engage with audience members, or provide interactive art experiences are eligible for participation in Art in Action. Large scale paintings, active sculpture/carving, sidewalk chalk art, interactive participatory art experiences, etc are highly sought and encouraged.

Patio Pop-ups

Patio Pop-ups is a pilot program aimed to help create additional retail density in the downtown. The idea would be to allow pop-up vendors to set up their booths in the patios in the downtown that are not utilized by existing restaurants. The vendors would be located across the sidewalk from the buildings for those buildings with operating tenants. If the building is currently vacant, a pop-up vendor would be placed adjacent to the building. In either case pedestrian access must be maintained. Vendors can sell goods such as clothing, jewelry and accessories, home décor items, pet items, and more. No food sales can occur at the booths.

Days and Times of Performances and Pop-ups

During the initial pilot period, performers, artists, and vendors will be scheduled Fridays and Saturdays. Additional days may be added based on feedback from businesses, number of interested parties participating in the program, and overall success of the program. Performance times will be initially scheduled between 2:00 PM and 8:00 PM with a focus on the dinner rush of 5:00 PM – 8:00 PM. These times may be adjusted to provide the most benefit to the downtown district and the community at large.

COUNCIL ECONOMIC DEVELOPMENT COMMITTEE REVIEW OF PILOT PROGRAMS

The Council Economic Development Committee (CEDC) reviewed the proposed Downtown Activation Pilot Programs at their meeting on February 23, 2023. All committee members were in support of the proposed programs as presented, the use of American Rescue Plan Act (ARPA) dollars to fund the pilot program, and a professional service agreement with a Program Manager for the implementation of the programs. The Committee directed staff to move forward to the City Council to seek authorization for execution of the Agreement with the proposed Program Managers.

A full description of the Downtown Activation Pilot Program, including proposed locations of performers and artists, and other details can be found in Attachment III, Scope of Work and Program Descriptions.

FISCAL IMPACT

Staff is proposing a 6-month period to launch these three pilot programs. At the end of the 6-month period, the program will be evaluated as to whether it should be continued. Staff has calculated an estimated cost of \$150,000 for the three programs. This amount would cover a full schedule on Fridays from 4 pm – 8 pm and Saturdays from 2 pm – 8pm, which include up to 35 artists and musicians, and a management fee for a partner organization to run and manage the three programs.

Currently there is no cost to the General Fund for the implementation of the pilot programs. Staff is proposing the use of existing ARPA funds allocated to the Together for Hayward Open for Business program within the City's COVID-19 Economic Recovery Plan to cover these program management costs. Economic Development staff labor hours for monitoring and reporting will be absorbed as part of their existing duties. However, if the program should continue beyond this pilot stage, staff will need to identify additional funding sources and long-term impact on staffing capacity.

ECONOMIC IMPACT

The goal of the Downtown Activation programs is to reinvigorate the Downtown district and bring back the cultural vibrancy that existed prior to the COVID shutdowns. The use of performers, artists, and additional retail, may attract more customers to the district, thus supporting the existing brick and mortar stores that operate in the area and possibly encourage new retail and restaurant operations to open in the currently vacant buildings.

STRATEGIC ROADMAP

This agenda item supports the Strategic Priority to Grow the Economy by Investing in Plans and Programs that Create Thriving Commercial Corridors. By receiving the professional services from the Renaissance Entrepreneurship Center and The Pop Up Guide, the new

Downtown Activation Pilot Program can be implemented in the Downtown District with the intent to bring cultural activity, vibrancy and customers back to the area expeditiously.

NEXT STEPS

If Council approves this request, the City Manager will execute a Professional Services Agreement in the amount of \$150,000 with the Renaissance Entrepreneurship Center and The Pop Up Guide through December 31, 2023. The Program Managers will present a schedule to the City within 14 days of execution of the agreement to move the Pilot Programs forward.

Prepared by: Catherine Ralston, Economic Development Specialist

Recommended by: Paul Nguyen, Chief Economic Development Officer
Regina Youngblood, Assistant City Manager

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 23 -

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT WITH THE RENAISSANCE ENTREPRENEURSHIP CENTER AND THE POP UP GUIDE FOR PROGRAM MANAGEMENT SERVICES FOR THE DOWNTOWN ACTIVATION PILOT PROGRAM FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$150,000 THROUGH DECEMBER 31, 2023

WHEREAS, the Downtown district was a thriving commercial district with cultural events, new retail and restaurant operations, and new residential units under construction prior to March 2020; and

WHEREAS, the shutdowns associated with the COVID-19 pandemic had a significant negative impact on the downtown district with customers slow to return to the area; and

WHEREAS, the proposed Downtown Activation Pilot Program is designed to help restore some of the vibrancy to the Downtown Commercial Corridor through the use of musical performances, interactive art, and pop-up retail; and

WHEREAS, the City issued a Request for Proposals seeking Program Managers for the implementation of the Pilot Program and received proposals from three interested parties; and

WHEREAS, the Renaissance Entrepreneurship Center and The Pop Up Guide were selected due to their team's demonstrated their experience and capacity, existing knowledge and contacts with artists, performers, and vendors to implement the proposed Downtown Activation Pilot Program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized to execute an agreement with the Renaissance Entrepreneurship Center and The Pop Up Guide for program management services for the downtown activation pilot program in an amount not-to-exceed amount of \$150,000, with a termination date of December 31, 2023 in a form approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA _____,2023

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

Scope of Work

Downtown Hayward Activation Pilot Program

As the selected agency for implementing the Downtown Activation Programs as described below, the following scope of work includes:

- 1. Program Kick-off** – Within 14 days of execution of the agreement between the City of Hayward, herein identified as “The City”, and Renaissance Entrepreneurship Center and The Pop Up Guide, herein identified as “The Program Managers”, the Program Managers shall create an anticipated program schedule including dates for completing items listed in this scope of work, anticipated date of first performance weekend and conclusion of the pilot period of these programs.
- 2. Conduct outreach to local community organizations and downtown stakeholders** – In order for these pilot programs to be successful, the City needs the support of our local community organizations, downtown property owners and downtown merchants. The Program Managers shall conduct outreach to seek assistance from local community organizations, in identifying local artists, performers and pop-up retailers that may be interested in participating in the three pilot programs. The organizations that have reached out to the City to participate will be introduced by the Economic Development team.

In addition, the program managers shall craft a call for artists, performers and vendors that the City of Hayward can send out via their social media and newsletter networks to attract local participants. As identified in the [Commitment for an Inclusive, Equitable, and Compassionate Community \(CIECC\) document](#), the Program Manager will support the selection of performers, artists and vendors designed to encourage inclusion and celebrate diversity in the Hayward community.
- 3. Conduct Performer, Artist and Vendor Recruitment** – In collaboration with community arts, music and business organizations, the Program Managers will recruit performers, artists and vendors to participate in weekly activations. The recruitment opportunities will also be promoted in the local community-wide marketing campaign. Interested parties will be required to fill out an application selecting the dates they would like to participate and collect the necessary items for promotion, insurance and permits. The Program Managers will create the application form and utilize a detailed vetting process to ensure all participants meet the community's goals of inclusion and celebrating diversity. The program managers will have final vetting approval for all participating performers, artists and vendors.

4. **Performer, Artist and Vendor Management** – The Program Managers will manage the performer, artist and vendor recruitment, coordination and management in accordance with the individual programs as described below.
5. **Pre-event Management** – The Program Managers will manage pre-event needs including, but not limited to, creating site maps, obtaining any and all required permits and insurance, and ensuring that necessary permits such as vendor business license and Alameda County health permits have been obtained prior to their participation. Renaissance will provide support to vendor businesses to receive the necessary items to participate in events as well as other resources provided in their programming that can pertain to businesses, artists and performers.
6. The Program Managers will engage with the businesses in the downtown district to encourage active participation by the business community during this pilot program. The Program Managers will share ideas with the businesses regarding upcoming themes for the weekend events, encouraging businesses to stay open during the evening hours while performers and customers are present, and potential cross marketing/promotional ideas. In addition, the Program Managers will work with the businesses to help ensure conflicts between performers and events within a business that are scheduled are minimalized to the extent possible.
7. **Day-of Management** – The Program Managers will manage the day-of logistics for the activations including staffing, coordinating vendors, on-site maps, event setup, and other necessary services. The Program Managers shall provide on-site contact information to City Staff. This shall include the names and cell phone numbers of the Program Manager staff on hand and any additional emergency telephone numbers for upper organization staff should a need arise. This information will be passed along to the City of Hayward Police Department and any other City Departments in need of such information.
8. **Artists and Performers Agreements and Stipends** – The Program Managers will manage any agreements with artists and performers. The Program Managers will also manage the distribution of stipends to artists and performers.
9. **Consultant Fee Distribution**- Renaissance Entrepreneurship Center in coordination with The Pop Up Guide will manage the payment distribution to any outside vendors,

participating musicians and artists. Renaissance Entrepreneurship Center will also manage payment to The Pop Up Guide for services provided.

10. **Marketing** – An extensive marketing campaign is the key component in ensuring the success of these new pilot programs and bringing customers to downtown. With the launch of these programs, Economic Development staff in coordination with Community and Media Relations staff and the Program Managers will launch a marketing campaign that will include social media, electronic billboard ads on I-880, print articles in local papers and The Stack newsletter, and other marketing sources. As part of the marketing campaign, efforts will include the Hayward area as well as the larger Bay Area region with the intent to attract customers and audiences from the region, not just Hayward. The Program Managers shall provide to the City draft press releases as well as language to be used to create a webpage on the City of Hayward website that will describe the program, include a list of performers, artists, vendors and bios/descriptions of the goods for sale or art/music being created.

Other marketing options that may be explored and implemented include but are not limited to:

- Ads on mobile apps - This includes gaming apps that target those based in Hayward and the Bay Area that sends them to a website.
- Ads in local media sources - This includes ads in newspapers, online media sources, radio, and tv.
- Transit focused ads - Ads to be placed in area AC Transit stops and on BART.
- Dedicated website - A website to be developed that would be separate from the City of Hayward website and would include highlights of the vendors, performers and artists, an interactive map of activations, and an online store. The website would be mobile-responsive to make it easy for people to view on their devices.
- Window displays - City owned buildings and vacant storefronts could display graphics, art or merchandise.
- Direct mail campaigns - Targeted mail to be sent to people that live in Hayward.
- Video/photo/content social media channels - Dedicated social media channels to be developed with unique content that includes video and photos highlight the event, vendors, performers and artists.

These additional marketing options will be explored pending funds available in the marketing budget, timing and capacity of Program Managers and City Staff.

11. **Post Event Management & Reporting** – The Program Managers will provide a report each week on any feedback, issues, or adjustments the Program Managers have

received, or feel are needed to improve the Pilot Programs and meet the intended goals of the City.

- a. The Program Managers will provide monthly reports to the City providing data that includes demographic information on participating performers, artists and vendors, payments made to the participants, estimated attendance of audience where applicable, and marketing data (posts, views, engagements, etc.)

- b. Demographic reports requirements:

The City of Hayward receives funding for this program from the American Rescue Plan Act (ARPA) Program administered by the Federal Government. The Program Managers’ monthly report to the City will include the following demographic information for all vendors participating in the pilot programs in accordance to Federal requirements:.

Ethnicity (Select One) <i>Etnia (seleccione una)</i>	
Not Hispanic	Hispanic
Race (Select One) <i>Raza (seleccione uno)</i>	
White	Native Hawaiian/ Hawaiian/Asian Pacific Islander
Black/African American	Black/African American/White
American Indian/Alaskan Native	American Indian/Alaskan Native/White
Chinese	Asian/White
Japanese	Arab
Vietnamese	Asian Indian
Filipino	Am. Indian/Alaskan Native & Black/African American
Korean	Other Multi-Racial

Other Demographic Data (Select All That Apply)	
<i>Otros datos demográficos (seleccione todos los que correspondan)</i>	
Woman-Owned Business <i>Dueña de una empresa</i>	Minority Business Owner <i>Propietario de una empresa minoritaria</i>

Female Head of Household <i>Mujer jefa de hogar</i>	Senior (over 62+) <i>Personas Mayores (más de 62 años)</i>
Disabled-Owned Business <i>Negocio propiedad de discapacitados</i>	Veteran-Owned Business <i>Negocio propiedad de veteranos</i>
Employee-Owned Business Cooperative <i>Cooperativa comercial propiedad de los empleados</i>	Disabled Veteran-Owned Business <i>Negocio propiedad de veteranos discapacitados</i>

Other voluntary information to be collected could include (participants do not have to answer and will not limit their participation):

- Age range (youth under 18, 18-25, 25-35, 35-50, 50-62, 62+)
- LGBTQ+ status
- Income level
- Employment status
- Education level
- US entry status (non-citizen, immigrant, 1st generation, 2nd generation)

Pilot Program Number 1: Pathways for Performers

Program Overview:

Pathways for Performers is a pilot street performance initiative designed to activate public spaces in Downtown Hayward with live music.

The program would engage performers who will play live non-amplified music at designated locations. Each performer would receive a modest stipend. Performers are allowed to receive tips/donations from the public while performing but they must act in accordance with all regulations governing street performance as well as rules established by Pathways for Performers program managers. They may also sell copies of their own recordings during their allotted time period.

Any musical performer with at least two hours of musical performance material is eligible for participation in Pathways for Performers. At this time, this program is open to music-centric performances only such as singers and instrument players. While the focus is to support and showcase local performers, performers from outside of the local region may be showcased as long as they are in line with the community goals of inclusion and diversity.

Program Managers to vet performers to ensure they align with community goals.

Responsibilities of Performers:

Performers are responsible for bringing everything they need to the site, including tables, chairs, instruments, etc. and for setting up and taking down their space.

Additional Option: Program Manager to rent tables, chairs and tents for those that meet a certain income threshold. This could include being part of a local performance organization that is providing them with assistance. Program Managers to organize the rentals. For those that don't meet that threshold, they will have the opportunity to pay, at-cost, for the rentals.

Days and Times of Performances:

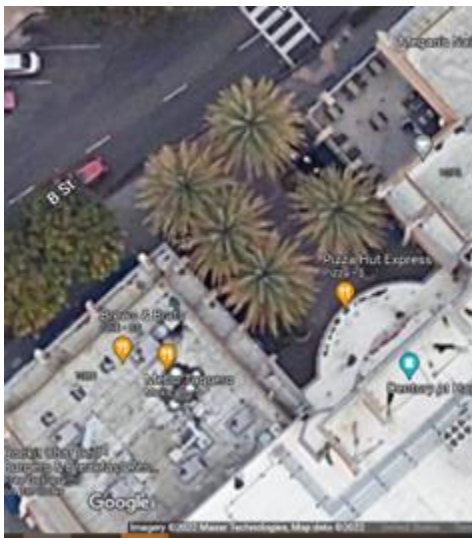
During the initial pilot period, performers will be scheduled Fridays and Saturdays. Additional days may be added based on feedback from businesses, number of performers interested in participating in the program, and overall success of the program. Performance times will be scheduled between 4:00 PM – 8:00 PM on Fridays and 2:00 PM - 8:00 PM on Saturdays. Hours of performances may be adjusted by the Program Managers to maximize the positive impact to downtown based on feedback collected from monitoring and evaluating the program. Days and times are subject to change based on this feedback. For instance, Friday evening could change from 4-8 PM to 5-9 PM or Sunday could be added. Program Managers will inform the City of proposed changes before changes to the schedule are made.

Locations of Pathways to Performers designated performance spaces:

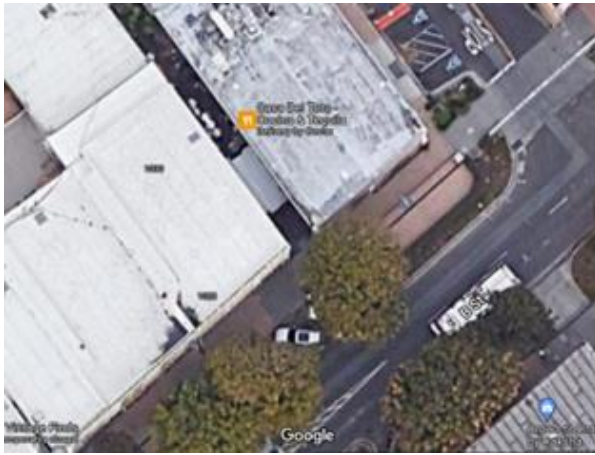
Registered performers will be assigned one of the designated performance spaces for their assigned block of time. The space is located within the public sidewalk. It is a 10' x 10' space. All equipment and tip collection items must remain within the designated areas so as not to block access for pedestrians.

Additional locations may be added after consultation between the Program Managers and the City.

- **Location 1 – Cinema Plaza (near 1069 B Street)**



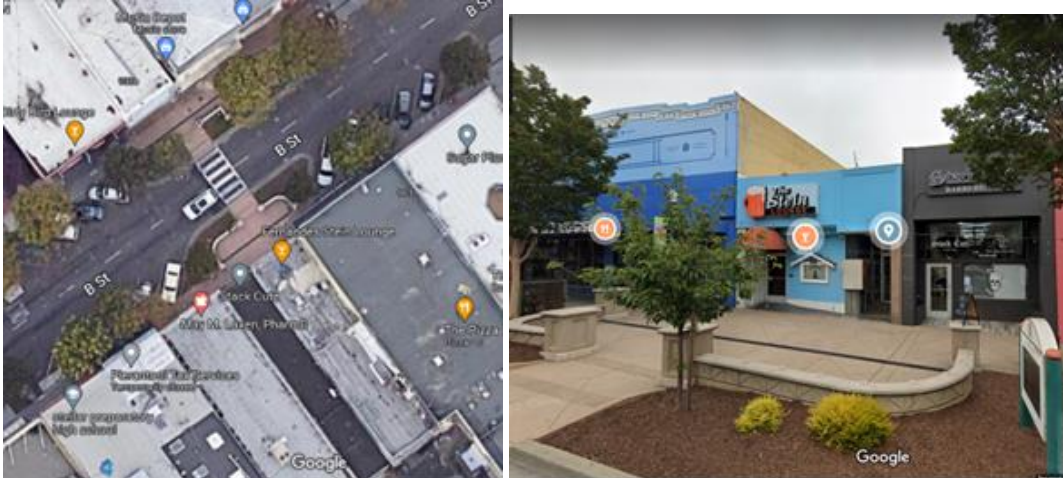
- **Location 2 – Near Casa Del Torro (near 1034 B Street)**



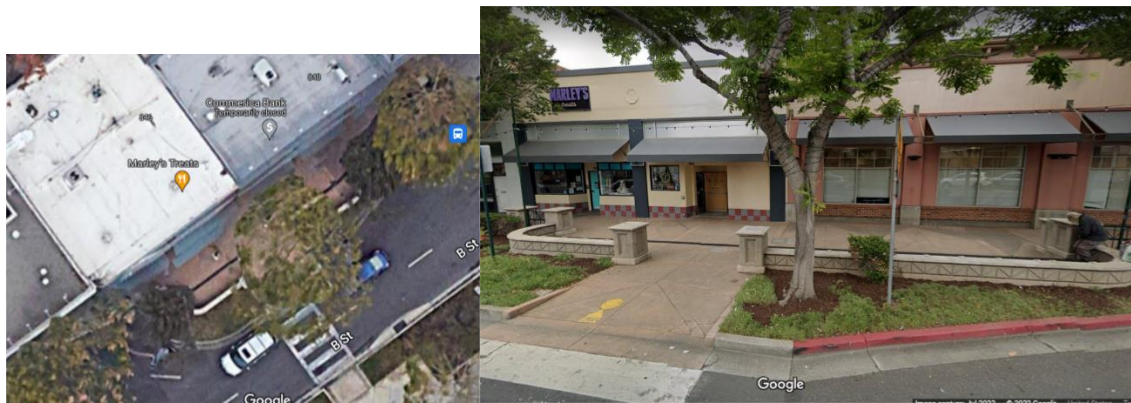
- Location 3 – Near Kansai Sushi Patio Area (near 954 B Street)



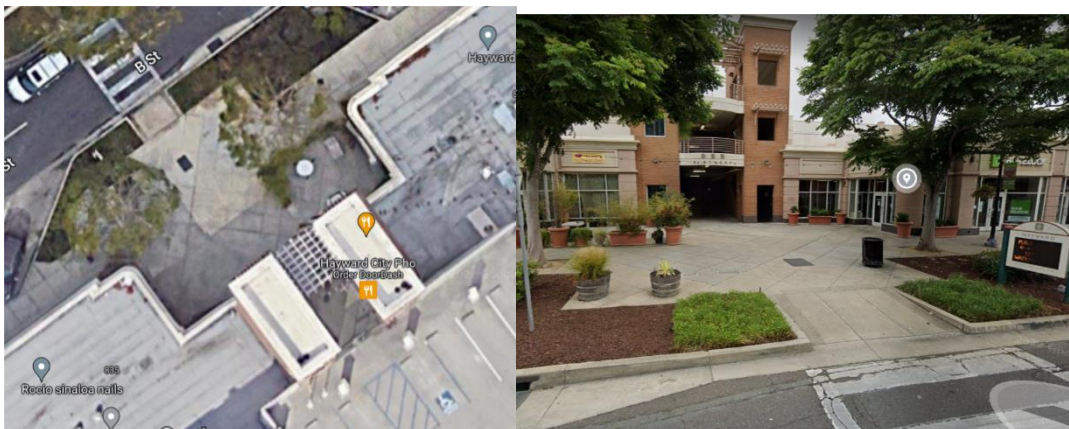
- Location 4 – Patio near Stack Cutz Barber Shop (near 935 B Street)



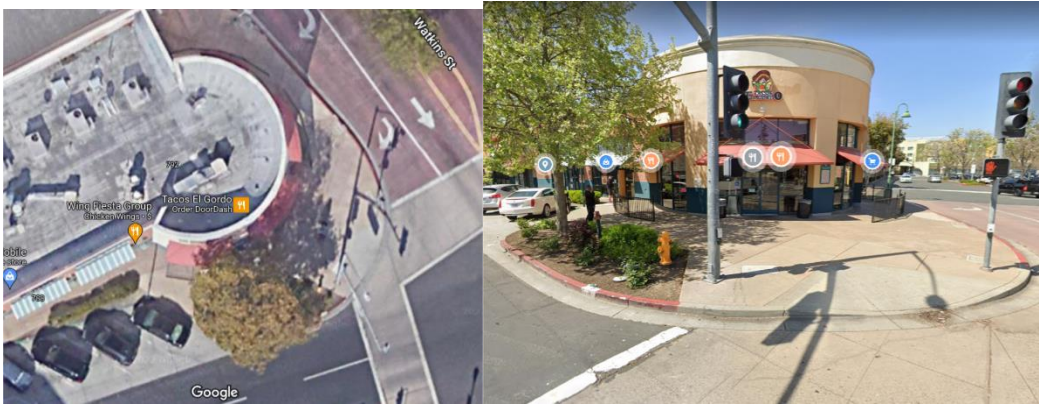
- Location 5 – Patio near Marley's Treat (near 846 B Street)



- Location 6 – Patio near Hayward City Pho (near 855 B Street)



- **Location 7 – Patio near Tacos El Gordo (near 792 B Street)**



Pilot Program Number 2: Art in Action

Program Overview:

Art in Action is a pilot initiative designed to activate public spaces in Downtown Hayward with artists actively in the process of creating art pieces.

The Program Managers will invite artists to set up a station to actively create art at various downtown locations. Each artist would receive a modest stipend for their time spent creating art at the pre-determined time and location. Artists are allowed to receive tips/donations from the public while creating their work, but they must act in accordance with all regulations governing street performance as well as rules established by Pathways for Performers program managers. Artists may also have other original pieces available for sale. Sale pieces must fit within the designated performance space.

Any artist that will actively create art, engage with audience members, or provide interactive art experiences are eligible for participation in Art in Action. At this time, this program is open to artists that draw, paint, sculpt, or create other original pieces using various mediums. Large scale paintings, active sculpture/carving, sidewalk chalk art, interactive participatory art experiences, etc are highly sought and encouraged.

Responsibilities of Artist:

Artists are responsible for bringing everything they need to the site, including tables, chairs, display boards, etc. and for setting up and taking down their booths.

Artists must work on and/or complete at least one original art piece during their assigned time.

Artists must leave their designated area clean and free of any spilled art mediums.

Additional Option: Program Manager to rent tables, chairs and tents to those that meet a certain income threshold. This could include being a participant in a local artist organization that is providing them with assistance. Program Managers would organize the rentals. For those that don't meet that threshold, they will have the opportunity to pay, at-cost, for the rentals.

Days and Times of Performances:

During the initial pilot period, the Program Manager will schedule artists on Fridays and Saturdays. Additional days may be added based on feedback from businesses, number of artists interested in participating in the program, and overall success of the program. Times will be scheduled between 4:00 PM – 8:00 PM on Fridays and 2:00 PM and 8:00 PM on Saturdays with a focus on the dinner rush of 5:00 PM – 8:00 PM. Hours of performances may be adjusted by the Program Managers to maximize the positive impact to downtown businesses based on feedback collected from monitoring and evaluating the program. Days and times are subject to change based on this feedback. For instance, Friday evening could change from 4-8 PM to 5-9 PM or Sunday could be added. Program Managers will inform the City of proposed changes before changes to the schedule are made.

Locations of Art in Action designated performance spaces:

The Program Manager will assign Registered artists one of the designated art creation spaces for the entirety of the event, unless longer than 4 hours. The space is located within the public sidewalk. It is a 10' x 10' space. All equipment, goods for sale and tip collection items must remain within the designated areas to not block access for pedestrians. A list of the spaces and photos of the locations can be found under the Pathways for Performers program.

Pilot Program Number 3: Patio Pop-ups***Program Overview:***

Patio Pop-ups is a pilot program aimed to help create additional retail density in the downtown. The idea would be to allow pop-up vendors to set up their booths in the sidewalk bump-out patios in the downtown that are not utilized by existing restaurants. The vendors would be located across the sidewalk from the buildings, for those buildings with operating tenants. If the building is currently vacant, a pop-up vendor would be placed in front of the vacant storefront. In either case pedestrian access must be maintained.

The Program Managers will engage a rotating group of 10-12 pop-up vendors (or more depending on the availability of space) on a weekly basis. The vendors would operate on Friday and Saturday to correspond with the other two activation programs for the downtown. Vendors would not be charged to use the spaces. Vendors can sell goods such as clothing, jewelry and accessories, home décor items, pet items, and more. No on-site prepared food sales are allowed.

Responsibilities of Vendors:

Vendors must provide all of their own equipment including tables, chairs, tents, etc. Vendors are responsible for setting up and removing their own equipment and must remove all trash from the area when their time is complete.

All vendors must have a valid City of Hayward Business License in order to operate a booth.

Additional Option: Table, chairs and tents to be provided for vendors that meet a certain income threshold (ie, they are a Renaissance client). Program Managers will handle all aspects of the rentals. For those that don't meet that threshold, they will have the opportunity to pay, at-cost, for the rentals. The City will not provide any equipment or payment for any equipment outside of this agreement.

Days and Times of Pop-ups:

During the initial pilot period, the Program Managers will schedule vendors Fridays and Saturdays. Additional days may be added based on feedback from businesses, number of vendors interested in participating in the program, and overall success of the program. Times will be scheduled between 4:00 PM – 8:00 PM Fridays and 2:00 PM- 8:00 PM on Saturdays with a focus on the dinner rush of 5:00 PM – 8:00 PM. Hours of operations for the pop-ups may be adjusted by the Program Manager to maximize the positive impact to downtown. Program Managers will inform the City of proposed changes before changes to the schedule are made.

Locations of Patio Pop-up designated spaces:

The Program Manager will assign registered Pop-ups a designated space for their business. The space is located within the public right-of-way. It is a 10' x 10' space in the patio areas or a 5' x 20' space when adjacent to a vacant building (exact size of space will be determined by program managers based on pedestrian safety and accessibility and available space in the area). All equipment, goods for sale and associated items must remain within the designated areas so as not to block access for pedestrians. The locations for these vendors will be evaluated each month to ensure updates occur as new businesses move into existing vacant tenant spaces.



renaissance Downtown Hayward Activation
 entrepreneurship center **Pilot Program - 2023**

Section 1: Organizational Qualifications & Relevant Experience

1. Your organization's name, address, contact name and contact information.

Renaissance Entrepreneurship Center (Lead Collaborator)
 1500 MacDonald Avenue
 Richmond, CA 94801
 Tim Russell
trussell@rencenter.org

In collaboration with:

The Pop Up Guide LLC (Co-collaborator)
 1465 13th Street
 Oakland, CA 94607
 Aaron Lander
aaron@thepopupguide.com

2. A brief overview of your organization's experience organizing, producing or managing events and programs similar or related to the proposed Downtown activation programs:

Over the last several years, Renaissance has hosted, in collaboration with principal of The Pop Up Guide, Aaron Lander, monthly Pop-Ups and holiday markets that include music, arts, culture while supporting Bay Area entrepreneurs. We have been doing this in Hayward at New Hope Christian Fellowship for the last year through a grant from the County.

Prior to Aaron Lander starting The Pop Up Guide LLC, that does business consulting, coaching, space activations and courses for entrepreneurs, he ran a company called PopUpsters that organized and produced hundreds of events that activated empty, underused and public space across the country over its longevity. These included weekly open space activations, monthly markets, and yearly or one-time special events combining cultural, social and economic activity.

3. Examples of previous experience including the name, location, description, and associated budget of the event/program;

Monthly Renaissance Entrepreneurship Markets in Hayward -

These were monthly themed events that took advantage of the New Hope Christian Fellowship unused parking lot on Fridays/Saturdays. We had family fun nights, holiday markets and other events that showcased local entrepreneurs that went through a 4 week Pop Up Accelerator course, that participate in Renaissance programming or that were referred to us (we also had



renaissance Downtown Hayward Activation entrepreneurship center Pilot Program - 2023

several youth entrepreneurs between the ages of 6-13 involved). Those vendors that participated in Renaissance programming also received their tent, table and chairs.

Each event had some form of activities or entertainment like art, music, crafting, games, and more.

The cost per event was \$5-10K including rentals, insurance, permits and entertainment.

4. The staffing and volunteer count for the event/program; and

The staffing per event included two consultants that organized, planned and managed the event, and 2-3 day-of event staff.

5. The operations budget for the event/program(s).

The operations budget was approximately \$5K that included labor costs for the planning and day of management.

Section 2: Technical Approach to the Pilot Programs

Provide a brief description of how your organization would operate and manage either one, two or all three of the proposed pilot programs. If your organization is only interested in one or two of the programs, please identify those programs, and why these are your chosen programs. Also include why your organization did not choose the other program(s). If your organization has a novel approach to achieving the program's goals via alternate means or programs, please include them here.

This proposal is for all three programs.

Scope of Work

Performer, Artist and Vendor Recruitment - In collaboration with community arts, music and business organizations, Renaissance and The Pop Up Guide will recruit performers, artists and vendors to participate in weekly activations. The recruitment opportunities will also be promoted in the local community-wide marketing campaign as described in Attachment I. Interested parties will be required to fill out an application selecting the dates they would like to participate and collect the necessary items for promotion, insurance and permits.

Performer, Artist and Vendor Management - The Pop Up Guide will manage the vendor recruitment, coordination and management. Coordination of day-of logistics of where they will set-up.



renaissance Downtown Hayward Activation entrepreneurship center Pilot Program - 2023

Pre-event Management - The Pop Up Guide will manage pre-event needs including creating site maps, obtaining permits and insurance, and receiving necessary permits that vendors need. Renaissance will provide support to businesses to receive the necessary items to participate in events as well as other resources provided in their programming that can pertain to businesses, artists and performers.

Day-of Management - The Pop Up Guide will manage the day-of logistics for the activations including staffing, coordinating vendors, on-site maps, event setup, and other services necessary.

Artists and Performers Stipends - Renaissance will manage the distribution of stipends to artists and performers.

Consultant Fee Distribution - Renaissance will manage the payment distribution to any outside vendors including event management team, The Pop Up Guide.

Alternate Option Idea:

MetaH(ayward) - MetaCities is a new platform that allows for cities to showcase their communities in the Metaverse. A MetaH could be developed to allow residents, employees and tourists to discover businesses, artists and entertainers around Hayward.

Section 3: Anticipated Budget & Staffing

A rough estimate of the staffing and operating costs for these proposed programs in Hayward. The City of Hayward will provide the funding to the selected organization for payment to the musicians and artists in those respected programs. The selected organization would be responsible for making the payments to those participating artists and musicians. The selected organization(s) would also be responsible for obtaining any required insurance and permits.

Est. Budget

Staffing (Pre-event Weekend) -

Vendor, Artist, Performer Recruitment - Approximately \$1000/event

Vendor, Artist, Performer Management - Approximately \$1500/event

Event Management - Approximately \$1000/event

Staffing (Day-of Event Friday)

Coordinator 1 - \$300

Coordinator 2 - \$300

Staffing (Day-of Event Saturday)

Coordinator 1 - \$400

Coordinator 2 - \$400



renaissance Downtown Hayward Activation
entrepreneurship center **Pilot Program - 2023**

Other costs -

Insurance - Approximately \$120 per weekend

Permits - TBD by working with the City but costs will be associated with fees for facilities and application

Stipends - Depends on number of artists and performers throughout each day

6. A schedule outlining how quickly your organization would be able to fully staff this program and begin operating the program, if awarded the contract.

We could begin the program planning (pre-event management) as soon as awarded, with a tentative start date of February 10, 2023 (the weekend before Valentine's Day) if awarded in December 2022. If a January 2023 award date, the planning can start immediately with a tentative start date between February and March 2023.



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: CONS 23-154

DATE: March 21, 2023

TO: Mayor and City Council

FROM: Director of Library Services

SUBJECT

Adopt a Resolution Authorizing the City Manager to Execute an MOU and Partnership Agreement, and to Accept and Appropriate up to \$101,000 for the Operation of Family Education Program Services for Hayward Unified School District (HUSD) Schools

RECOMMENDATION

That Council adopts resolutions authorizing the City Manager to execute an MOU with Hayward Unified School District (HUSD) (Attachment III) and, a Partnership Agreement with California State University, East Bay (Attachment III), and adopts resolutions (Attachments IV and V) authorizing the City Manager to accept and appropriate up to \$101,000 in funding from HUSD and CSUEB for Family Education Program services and Bookmobile Program Services to be provided at requested HUSD school sites during academic school year 2022-2023.

The funding will be appropriated In Fund 240 (Local Grants), and distributed as follows:

- 1) Up to \$80,000 from HUSD for services to be provided at four (4) school sites during the 2022-2023 academic school year; and
- 2) \$21,000 from CSUEB for the training, supervision, and tutor/mentorship placements of CSUEB's College Corps students in Homework Support Centers during the 2022-2023 academic school year.

SUMMARY

The City provides robust educational support services to Hayward Unified School District (HUSD) students and families through its Library Services department. Since 2011, the City has consistently received funding from HUSD to share costs for Family Education Program services. The total cost to operate said services is \$40,000 per school, with HUSD and the Library sharing the cost. The City leverages federal, state, and local special revenue funding to further support the costs of programming.

Some of the tutoring services at the Homework Support Centers (HSCs) will be provided by California State University, East Bay (CSUEB) students participating in the College Corps program. CSUEB will provide \$21,000 in funding over the 2022-2023 school year (in two payments of \$10,500) to support this

program.

Staff requests Council authorization for the City Manager to execute the MOU with HUSD, execute the agreement with CSUEB, and accept and appropriate up to \$101,000 in the Local Grants Fund (240) from HUSD and CSUEB for FY 2023. With Council approval, staff will appropriate the funding into the Library Department's Education Services budget and provide services per the terms and conditions of the agreements with HUSD and CSUEB.

ATTACHMENTS

- | | |
|----------------|---------------------------------------|
| Attachment I | Staff Report |
| Attachment II | Resolution - Execute HUSD MOU |
| Attachment III | Resolution - Execute CSUEB Agreement |
| Attachment IV | Resolution - HUSD Fund Appropriation |
| Attachment V | Resolution - CSUEB Fund Appropriation |



DATE: March 21, 2023

TO: Mayor and City Council

FROM: Director of Library Services

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RECOMMENDATION

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program. CSUEB will provide \$21,000 in funding over the 2022-2023 school year (in two payments of \$10,500) to support this program.

Staff requests Council authorization for the City Manager to execute the MOU with HUSD, execute the agreement with CSUEB, and accept and appropriate up to \$101,000 in the Local Grants Fund (240) from HUSD and CSUEB for FY 2023. With Council approval, staff will appropriate the funding into the Library Department's Education Services budget and provide services per the terms and conditions of the agreements with HUSD and CSUEB.

BACKGROUND AND DISCUSSION

The Library provides Family Education Program services, including school-based after-school Homework Support Centers at both libraries and at participating Hayward schools through a partnership with Hayward Unified School District (HUSD), and English Conversation Circle programming at strategic community locations, attracting parents from HSC school sites and at both library locations. Each HSC features laptop computers, chromebooks, hotspots, homework and project supplies, on-site trained tutors, and access to the Library's free real-time tutoring program, Tutor.com. Schools are also trained on how to utilize Library E-resources, and library cards.

Per the agreed upon MOU between the City and HUSD for Family Education Program services in 2022-2023, HUSD will provide a maximum of \$80,000 for program services rendered at four (4) school sites locations, determined by HUSD (\$20,000 per school). The City will leverage federal, state, and local special revenue funding to support the costs of programming. For the 2022-2023 year, Curbie, the Library's Bookmobile, will also be providing services at various school locations that can accommodate the vehicle at no additional charge to HUSD.

Some of the tutoring services at the HSCs will be provided by California State University, East Bay (CSUEB) students participating in the College Corps program. The Library serves as a "Partner Site" for this program providing training, supervision, and tutor/mentorship placements for the CSUEB College Corps students. CSUEB will be providing \$21,000 in funding over the 2022-2023 school year (in two payments of \$10,500) to support this program.

Staff requests that Council adopts resolutions authorizing the City Manager to execute an MOU with Hayward Unified School District (HUSD), to execute a Partnership Agreement with California State University, East Bay (CSUEB), and to accept and appropriate up to \$101,000 in funding from HUSD and CSUEB for Family Education Program services (after-school Homework Support Center programming and adult English Conversation Circles) and Bookmobile Program Services to be provided at requested HUSD school sites during academic school year 2022-2023.

With Council approval, staff will appropriate the funding into the Library Department's Education Services budget and provide services per the terms and conditions of the agreements with HUSD and CSUEB.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to a specific strategic roadmap item.

FISCAL IMPACT

The grant funding from HUSD and CSUEB will be appropriated into the Local Grants Fund (Fund 240). This grant funding will provide supplemental funding to allow the Library's Education Services Division to continue providing Family Education Program services at local school site locations. There is no impact on the General Fund from accepting these supplemental funds.

NEXT STEPS

Staff will use the appropriated funding to provide Family Education Program services at requested HUSD school sites during the academic school year.

Prepared by: Brad Olson, Management Analyst II
Lindsey Vien, Education Services Manager

Recommended by: Jayanti Addleman, Director of Library Services

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 23-

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN MOU WITH HAYWARD UNIFIED SCHOOL DISTRICT (HUSD) ALLOWING THE LIBRARY TO OFFER LIBRARY PROGRAMS AND MOBILE OUTREACH SERVICES AT FOUR (4) HUSD SCHOOLS DURING THE 2022-2023 SCHOOL YEAR

WHEREAS, The City recognizes the value of education and thus provides robust educational support services to HUSD students and families through its Library Department; and

WHEREAS, The Library provides Family Education Program (FEP) services, including school-based after-school Homework Support Centers (HSCs) at both libraries and at participating Hayward schools through a partnership with Hayward Unified School District (HUSD), and English Conversation Circle (ECC) programming at strategic community locations, attracting parents from HSC school sites and at both library locations; and

WHEREAS, HUSD has provided funding in past years to help cover the costs of the Homework Support Centers; and

WHEREAS, the MOU between the City and HUSD for academic year 2022-2023 provides up to \$80,000 in match funding for Family Education Program and Bookmobile services at four (4) school site locations, determined by HUSD (\$20,000 per school);

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward authorizes the City Manager to execute an MOU with HUSD allowing the Library to offer library programs and mobile outreach services at four (4) HUSD schools during the 2022-2023 school year.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2023

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 23-_____

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PARTNERSHIP AGREEMENT WITH THE CENTER FOR COMMUNITY ENGAGEMENT AT THE CALIFORNIA STATE UNIVERSITY, EAST BAY (CSUEB), PROVIDING FUNDING OR THE TRAINING, SUPERVISION, AND TUTOR/MENTORSHIP PLACEMENTS OF CSUEB COLLEGE CORPS STUDENTS IN THE HOMEWORK SUPPORT CENTERS AT FOUR (4) HUSD SCHOOLS DURING THE 2022-2023 SCHOOL YEAR.

WHEREAS, The City recognizes the value of education and thus provides robust educational support services to HUSD students and families through its Library Department; and

WHEREAS, The Library provides Family Education Program (FEP) services, including school-based after-school Homework Support Centers (HSCs) at both libraries and at participating Hayward schools through a partnership with Hayward Unified School District (HUSD), and English Conversation Circle (ECC) programming at strategic community locations, attracting parents from HSC school sites and at both library locations; and

WHEREAS, The College Corps Partnership Agreement with the Center for Community Engagement (CCE) at California State University, East Bay (CSUEB) provides \$21,000 in funding to the City for the training, supervision, and tutor/mentorship placements of CSUEB College Corps students in the HSCs;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward authorizes the City Manager to execute a partnership agreement with CSUEB providing funding for the training, supervision, and tutor/mentorship placements of CSUEB College Corps students in the HSCs at four (4) HUSD schools during the 2022-2023 school year.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2023

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 23-

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT AND APPROPRIATE UP TO \$80,000 FROM HAYWARD UNIFIED SCHOOL DISTRICT (HUSD) FOR THE OPERATION OF FAMILY EDUCATION PROGRAM SERVICES AT FOUR (4) HUSD SCHOOLS IN FY 2023

WHEREAS, The City recognizes the value of education and thus provides robust educational support services to HUSD students and families through its Library Department; and

WHEREAS, The Library provides Family Education Program (FEP) services, including school-based after-school Homework Support Centers (HSCs) at both libraries and at participating Hayward schools through a partnership with Hayward Unified School District (HUSD), and English Conversation Circle (ECC) programming at strategic community locations, attracting parents from HSC school sites and at both library locations; and

WHEREAS, HUSD has provided funding in past years to help cover the costs of the Homework Support Centers; and

WHEREAS, The agreed upon MOU between the City and HUSD for academic year 2022-2023 provides up to \$80,000 in match funding during the 2022-2023 school year for Family Education Program and Bookmobile services at four (4) school site locations, determined by HUSD (\$20,000 per school);

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward authorizes the City Manager to accept and appropriate up to \$80,000 from Hayward Unified School District for FEP services at HUSD s in FY 2023; and

FURTHER, BE IT RESOLVED, that the City Council of the City of Hayward authorizes the amendment of FY 2023 Budget Resolution for an increase in appropriation in the amount of \$80,000 in the Local Grants Fund (Fund 240).

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2023

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 23-_____

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT AND APPROPRIATE \$21,000 FROM THE CENTER FOR COMMUNITY ENGAGEMENT AT THE CALIFORNIA STATE UNIVERSITY, EAST BAY (CSUEB) FOR THE OPERATION OF FAMILY EDUCATION PROGRAM SERVICES AT HUSD SCHOOLS AND BOTH LIBRARY LOCATIONS IN FY 2023

WHEREAS, The City recognizes the value of education and thus provides robust educational support services to HUSD students and families through its Library Department; and

WHEREAS, The Library provides Family Education Program (FEP) services, including school-based after-school Homework Support Centers (HSCs) at both libraries and at participating Hayward schools through a partnership with Hayward Unified School District (HUSD), and English Conversation Circle (ECC) programming at strategic community locations, attracting parents from HSC school sites and at both library locations; and

WHEREAS, The College Corps Partnership Agreement with the Center for Community Engagement at California State University, East Bay (CSUEB), will provide \$21,000 in funding to the City for the training, supervision, and tutor/mentorship placements of CSUEB College Corps students in the HSCs; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward authorizes the City Manager to accept and appropriate \$21,000 from CSUEB in FY 2023 for the operation of FEP services at HUSD schools during the 2022-2023 school year; and

FURTHER, BE IT RESOLVED, that the City Council of the City of Hayward authorizes the amendment of FY 2023 Budget Resolution for an increase in appropriation in the amount of \$21,000 in the Local Grants Fund (Fund 240).

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2023

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: CONS 23-155

DATE: March 21, 2023

TO: Mayor and City Council

FROM: Director of Library Services

SUBJECT

Adopt a Resolution Authorizing the City Manager to Accept and Appropriate the Pieces of Art Being Donated to Hayward Public Library by Monica Chan and Dean Quock

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to accept and appropriate the pieces of art being donated to Hayward Public Library by Monica Chan and Dean Quock.

SUMMARY

Hayward Public Library received a donation of art pieces from Monica Chan and Dean Quock. There are nine (9) art pieces total, including original art and prints of illustrations for children's books. The pieces of art will be displayed in the Downtown Library's Children's section, at the Weekes Branch, and at the Hayward Airport. Based on the appraisals and invoices provided by the donor, the combined value of the art pieces is \$13,690. Staff requests Council accept and appropriate the pieces of art being donated by Monica Chan and Dean Quock.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution



DATE: March 21, 2023

TO: Mayor and City Council

FROM: Director of Library Services

SUBJECT: Authorize the City Manager to Accept and Appropriate the Pieces of Art Being Donated to Hayward Public Library by Monica Chan and Dean Quock

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to accept and appropriate the pieces of art being donated to Hayward Public Library by Monica Chan and Dean Quock.

SUMMARY

Hayward Public Library received a donation of art pieces from Monica Chan and Dean Quock. There are nine (9) art pieces total, including original art and prints of illustrations for children's books. The pieces of art will be displayed in the Downtown Library's Children's section, at the Weekes Branch, and at the Hayward Airport. Based on the appraisals and invoices provided by the donor, the combined value of the art pieces is \$13,690. Staff requests Council accept and appropriate the pieces of art being donated by Monica Chan and Dean Quock.

BACKGROUND AND DISCUSSION

The 21st Century Library & Community Learning Center (Downtown Library) in downtown Hayward opened in 2019 and has showcased commissioned art, as well as other permanent and revolving collections of art pieces from the beginning. In partnership with the Hayward Arts Council, Hayward Public Library promotes Hayward as a cultural center and makes art easily accessible to all members of the community.

Recently, Monica Chan and Dean Quock reached out to the Library to donate some art pieces that had belonged to their mother, Joan Marie Chin Quock. These pieces include original art and prints of illustrations from children's books. The family had moved to Hayward in 1980 and the children, Dean and Monica, had spent much time at local museums and libraries, including Hayward Public Library. Joan Marie Chin Quock loved to read, and passed on this love of reading to her children and grandchildren.

Although both Monica and Dean no longer live in Hayward, upon Joan's death in 2020, they felt that making this donation to Hayward Public Library would be a fitting way to honor their mother's legacy. Based on the appraisals and invoices provided by the donors, the combined value of the art pieces is \$13,690.

The current plan is to display eight (8) of the nine (9) the pieces at the Downtown Library's Children's section and at the Weekes Branch. The ninth piece, which depicts the B-25 Raiders led by Lt Col. Jimmy Dolittle in World War II, will be displayed at Hayward Airport. Staff requests Council accept and appropriate the pieces of art being donated by Monica Chan and Dean Quock.

STRATEGIC INITIATIVES

This agenda item is a routine operational item does not relate to a specific Strategic Initiative.

FISCAL IMPACT

There is no negative impact to the General Fund from accepting these art pieces.

Prepared by: Brad Olson, Management Analyst II

Recommended by: Jayanti Addleman, Director of Library Services

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 23-

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT AND APPROPRIATE THE PIECES OF ART BEING DONATED TO HAYWARD PUBLIC LIBRARY BY MONICA CHAN AND DEAN QUOCK

WHEREAS, Since the opening of the 21st Century Library & Community Learning Center (Downtown Library) in September of 2019, Hayward Public Library (HPL) has partnered with the Hayward Arts Council to promote Hayward as a cultural center and to make art easily accessible to all members of the community; and

WHEREAS, HPL continues to showcase new and interesting art for the community; and

WHEREAS, From time to time, HPL receives donations of funds, books, and other items from members of the community; and

WHEREAS, Recently, Monica Chan and Dean Quock donated a collection of nine (9) pieces of art from their late mother Joan Marie Chin Quock's collection to HPL, including original art and prints of illustrations for children's books; and

WHEREAS, Based on the appraisals and invoices provided by the donor, the combined value of the art pieces is \$13,690; and

WHEREAS, HPL plans to display the donated art in the Downtown Library's Children's section, at the Weekes Branch, and at the Hayward Airport; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward authorizes the City Manager to accept and appropriate the pieces of art being donated to Hayward Public Library by Monica Chan and Dean Quock.

IN COUNCIL, HAYWARD, CALIFORNIA March 21, 2023

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: CONS 23-160

DATE: March 21, 2023

TO: Mayor and City Council

FROM: Fire Chief

SUBJECT

Adopt a Resolution Authorizing the City Manager to Appropriate \$228,000 From the Mutual Aid Revenue Project of the Capital Projects General Fund (Fund 405 - Project 05002) to Purchase a Telehandler Heavy-Duty Forklift For Use at the Hayward Fire/Rescue Training Center And During/to Prepare For Emergency Disasters

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to appropriate \$228,000 of surplus mutual aid reimbursement funds (Fund 405 - Project 05002) to purchase a Telehandler, heavy-duty forklift for use at the Hayward Fire/Resource Training Center, during an actual emergency disaster, and to prepare for emergency disasters.

SUMMARY

The \$228,000 that HFD proposes is appropriated from the Mutual Aid Revenue Project of the Capital Projects General Fund (Fund 405-Project 05002) and was reimbursement received from the California Governor's Office of Emergency Services per a Master Mutual Aid Agreement. The money will be spent on purchasing the Telehandler heavy-duty forklift, which HFD will use to, among other things, organize the extensive disaster cache/containers that the HFD maintains as well as emergency food, water, cots, etc. for the Emergency Operations Center.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution



DATE: March 21, 2023

TO: Mayor and City Council

FROM: Fire Chief

SUBJECT: Adopt a Resolution Authorizing the City Manager to Appropriate \$228,000 From the Mutual Aid Revenue Project of the Capital Projects General Fund (Fund 405 – Project 05002) to Purchase a Telehandler Heavy-Duty Forklift For Use at the Hayward Fire/Rescue Training Center And During/to Prepare For Emergency Disasters

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to appropriate \$228,000 of surplus mutual aid reimbursement funds (Fund 405 - Project 05002) to purchase a Telehandler, heavy-duty forklift for use at the Hayward Fire/Resource Training Center, during an actual emergency disaster, and to prepare for emergency disasters.

SUMMARY

The \$228,000 that HFD proposes is appropriated from the Mutual Aid Revenue Project of the Capital Projects General Fund (Fund 405—Project 05002) and was reimbursement received from the California Governor’s Office of Emergency Services per a Master Mutual Aid Agreement. The money will be spent on purchasing the Telehandler heavy-duty forklift, which HFD will use to, among other things, organize the extensive disaster cache/containers that the HFD maintains as well as emergency food, water, cots, etc. for the Emergency Operations Center.

BACKGROUND AND DISCUSSION

The Hayward Fire Department (HFD) entered into a Master Mutual Aid Agreement with the California Governor’s Office of Emergency Services (Cal OES). As part of the California Master Mutual Aid Agreement, the City receives reimbursements for direct and indirect costs associated with response efforts as outlined in the California Fire Assistance Agreement. Through the Mutual Aid Agreement, Cal OES strategically maintains 160 in-service fire engines in various departments to guarantee fulfilled mutual aid response and pre-positioning practices.

Cal OES and other local agencies reimburse HFD for mutual aid deployments, including apparatus usage, support, equipment, and an additional 16 percent for administrative costs. The majority of mutual aid reimbursements replenish the General Fund balance for overtime costs and a portion is allocated to Fleet Management for ongoing apparatus maintenance. Staff is requesting to appropriate a portion of the remaining surplus reimbursement funds—intended for equipment replacement—in the Capital Projects General Fund (Fund 405—Project 05002). These funds will be used for a one-time purchase to procure a Telehandler, a heavy-duty forklift that is useful, efficient, and practically indispensable for moving, lifting, unloading and stacking heavy cargo among other things. This will be used and located at the Hayward Fire/Rescue Training Center. This particular machine will also be utilized for organizing the extensive disaster cache/containers that HFD maintains. In addition, emergency food, water, cots, etc. for the Emergency Operations Center will be organized in large totes that will be handled using this new piece of equipment. This is a resource that will now be available for other purposes. This equipment would have been invaluable during the City’s most recent Covid-19 food distribution efforts.

Mutual aid reimbursements have contributed \$240,000 to Fire Equipment CIP 07487. Staff estimates that approximately \$717,000 of the mutual aid revenue received has been added to the balance of Capital Projects General Fund (Fund 405). Staff recommends that Council authorize an appropriation of \$228,000 in the Capital Projects General Fund (Fund 405) to enable the Department to make this operational purchase.

STRATEGIC ROADMAP

This agenda item supports the Strategic Priority of Quality of Life. However, this item is not specifically related to a project identified in the Strategic Roadmap.

FISCAL IMPACT

Since 2015, the Department has collected \$8.5 million in mutual aid revenue and contributed \$1.4 million to Capital Projects General Fund (Fund 405). As discussed above, this purchase is needed to allow for ease of operations at the Fire Station Training Center and for handling and planning for emergency disasters. This action requires the appropriation of \$228,000 from the Mutual Aid Project Revenue Project of the Capital Projects General Fund (Fund 405—Project 05002).

NEXT STEPS

If Council adopts the attached resolution, staff will complete the request to appropriate \$228,000 from the Mutual Aid Revenue Project 05002 (Fund 405) and make the purchase.

Prepared by: Tara Reyes, Fire Services Supervisor

Recommended by: Garrett Contreras, Fire Chief

Approved by:

A handwritten signature in black ink, appearing to read 'Kelly McAdoo', with a long horizontal stroke extending to the right.

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 23-

Introduced by Council Member _____

ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROPRIATE \$228,000 FROM THE MUTUAL AID REVENUE PROJECT OF THE CAPITAL PROJECTS GENERAL FUND (FUND 405-PROJECT 05002) TO PURCHASE A TELEHANDLER HEAVY DUTY FORK LIFT FOR USE AT THE HAYWARD FIRE/RESCUE TRAINING CENTER AND DURING/TO PREPARE FOR EMERGENCY DISASTERS

WHEREAS, Hayward Fire Department has an existing mutual aid agreement with state and local agencies to support requests outside of their official duty station by deploying to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response; and

WHEREAS, Since 2015, Hayward Fire Department has responded to 125 incidents that called for mutual aid deploying both equipment and workforce to support response efforts to 84 fires, three requests for Urban Search and Rescue (USAR), provided 122 strike teams, 667 sworn staff, pre-positioned 17 strike teams and contributed 12,700 hours (528 days); and

WHEREAS, Hayward Fire Department received \$8.5 million in mutual aid revenue since 2015 and contributed to both Fleet Management and Capital Improvement Projects in Fund 405; and

WHEREAS, this operating budget increase from mutual aid reimbursements will be used to replenish and maintain the minimum standard supply and allow the Department to implement unfunded mandates and scope of practice changes imposed by Alameda County and the State of California; and

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Hayward hereby authorizes the City Manager to appropriate a portion of mutual aid surplus from Project Number 05002, in the amount of \$228,000 in the Capital Projects (General Fund) Fund 405 to purchase a Telehandler heavy duty fork lift.

FURTHER, BE IT RESOLVED, that the City Council of the City of Hayward hereby authorize the amendment to the FY 2023 Adopted Budget Resolution, Resolution 22-147, Capital Improvement Program Budget, with the increase in appropriation in the amount of \$228,000 to the Capital Projects (General Fund) Fund 405.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2023

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: PH 23-014

DATE: March 21, 2023

TO: Mayor and City Council

FROM: Director of Finance

SUBJECT

Master Fee Schedule: Adopt a Resolution Approving the FY 2024 Master Fee Schedule, and Finding the Action is Exempt from CEQA Review

RECOMMENDATION

That the City Council adopts a resolution approving the Fiscal Year 2024 Master Fee Schedule (Attachment II) and finds the action exempt from CEQA review.

SUMMARY

Annually, City staff completes a review of the City's Master Fee Schedule to identify and determine necessary adjustments to fees charged for services. Approved fee changes will become effective July 1, 2023.

A complete and detailed listing of fees is reflected in the proposed FY 2024 Master Fee Schedule and can be found on the Master Fee website link found on the City's website:

<https://www.hayward-ca.gov/your-government/documents/master-fee-schedule>.

ATTACHMENTS

- | | |
|-----------------|--|
| Attachment I | Staff Report |
| Attachment II | Resolution |
| Attachment III | City Clerk FY 2024 Proposed Master Fee Schedule Changes |
| Attachment IV | City Manager FY 2024 Proposed Master Fee Schedule Changes |
| Attachment V | Development Services (Building) FY 2024 Proposed Master Fee Schedule Changes |
| Attachment Va | Exhibit A |
| Attachment VI | Development Services (Planning) FY 2024 Proposed Master Fee Schedule Changes |
| Attachment VII | Library FY 2024 Proposed Master Fee Schedule Changes |
| Attachment VIII | Public Works FY 2024 Proposed Master Fee Schedule Changes |
| Attachment IX | Proposed FY 2024 Master Fee Schedule |



DATE: March 21, 2023

TO: Mayor and City Council

FROM: Director of Finance

SUBJECT: Master Fee Schedule: Adopt a Resolution Approving the FY 2024 Master Fee Schedule, and Finding the Action is Exempt from CEQA Review

RECOMMENDATION

That the City Council adopts a resolution approving the Fiscal Year 2024 Master Fee Schedule (Attachment II) and finds the action exempt from CEQA review.

SUMMARY

Annually, City staff completes a review of the City's Master Fee Schedule to identify and determine necessary adjustments to fees charged for services. Approved fee changes will become effective July 1, 2023.

A complete and detailed listing of fees is reflected in the proposed FY 2024 Master Fee Schedule and can be found on the Master Fee website link found below.¹

BACKGROUND

The City's Master Fee Schedule identifies the fees for various City services. The fees in the Master Fee Schedule are based on recovery for the cost of delivering services (e.g., various building and fire inspections) and must comply with provisions of current legislation.

As part of a general cost recovery strategy, local governments have adopted user fees to fund programs and services that provide direct benefit to a specified user or have limited or no direct benefit to the community. To the extent that the City uses general tax monies to provide services that it could recover full cost for, but does not, a subsidy is provided, and this reduces funds that may be available to provide other community-wide benefits. Unlike most revenue sources, the City has more control over the level of user fees they charge to recover costs. As the City works to balance levels of service and the variability of demand, Council has become increasingly aware of subsidies provided by the General Fund for fees that do not recapture full costs.

¹ Master Fee Schedule: <https://www.hayward-ca.gov/your-government/documents/master-fee-schedule>

A comprehensive user fee study conducted by Willdan Financial Services was adopted on October 25, 2016, by City Council. The study reviewed all costs associated with internal effort and third-party expenses to develop full cost recovery fees.

Legislative Requirements

Proposition 26 Review and Compliance

In November 2010, California voters approved Proposition 26, which amended Articles XIII A and XIII C of the State constitution regarding the adoption of fees and taxes. Proposition 26 seeks to assure that taxes are not disguised as fees: taxes must be approved by voters whereas legislative bodies, such as a City Council, can approve fees.

Proposition 218 Review and Compliance

In November 1996, California voters passed Proposition 218, the “Right to Vote on Taxes Act.” This constitutional amendment protects taxpayers by limiting the methods by which local governments can create or increase taxes, fees, and charges without taxpayer consent. Proposition 218 requires voter approval prior to imposition or increase of general taxes, assessments, and certain user fees.

The proposed Master Fee Schedule has been reviewed for compliance with Propositions 26 and 218 and, in the City Attorney's opinion, is compliant.

DISCUSSION

Summary of Changes in Fees by Program Area

City Clerk (See Attachment III)

1. Updated language in the Reproduction of City Council and Planning Commission Meetings- Reproduction of DVDs replaced with USB flash drive.
2. Changes in Express Mail from City of Hayward mailed to US Department of State and Express Mail from US Department of State mailed to Customer-Fees set by the United States Postal Service and US Department of State respectively.
3. New Passport Card Fee for those under age 16 and those age 16 and over-Fees set by the US Department of State as of February 2023.

City Manager (See Attachment IV)

In FY 2024, the Housing Division is proposed to move to the Development Services Department. The transition of the Housing Division to the Development Services Department will streamline customer care and delivery of services to the Hayward community as it relates to work on projects and programs related to housing and development. The Housing Division section in the Master Fee Schedule will move to the Development Services Department section, and all Housing Division related fees will be removed from City Manager's Office section. This includes the Rent Stabilization Administration Fees and the Loan Servicing Fees.

Development Services (See Attachments IV, V, VI and Exhibit A)

1. Create a Housing section under the Development Services Department and move Housing Division related fees under this new section (See Attachment IV).

- Add new fee

New Fee	Amount
Tenant Relocation Assistance Ordinance Hearings	
a. Hearing Fee: Administrative, Special Assessment, Administrative Citation, and Lien Hearings	\$946/per hearing

- Update hourly rate for Housing staff under Affordable Rental Housing section from \$95.00 to \$122.00 based on the 2016 User Fee Study.

- Affordable Housing In-Lieu Fees

Residential Development Projects Ten Units or More	Current Fee	Proposed Fee
High Density Condominiums (35 units per acre or more)	\$17.85	\$19.35
All Other Dwelling Unit Types	\$21.64	\$23.46

Fees paid at occupancy	Current Fee	Proposed Fee
High Density Condominiums	\$19.64	\$21.29
All Other Dwelling Unit Types	\$23.80	\$25.81

2. Building (See Attachment V and Va Exhibit A)

The current Building Permit Fees, section A. (p.10) of the Building Permit Fees Calculated by Valuation matrix based on International Code Council (ICC) Building Valuation Data is based on data from 2015 and are not reflective of current construction costs. Exhibit A displays the current values and all values increased by 68% based on the 2022 ICC Building Valuation Data.

3. Cannabis Licensing Program, License Renewal, Inspection, Penalties, & Fees (Code Enforcement)

There are no changes to the fees and penalties. The reorganization of the section is necessary for consistency with an amendment to City’s Cannabis Ordinance.

4. Park Impact Fees (See Attachment VI)

This increase reflects Resolution 19-245 to adopt updated Park Impact Fees based on the percentage change in the Engineering News-Record Construction Cost Index, San Francisco Area.

Residential	Old Fee	Proposed Fee
ADU that is 750+ sq. ft.	\$3,453	\$3,815
Studio/0 bedroom Unit	\$3,453	\$3,815
1 Bedroom Unit	\$5,407	\$5,973
2 Bedroom Unit	\$9,753	\$10,774
3 Bedroom Unit	\$17,034	\$18,817
4+ Bedroom Unit	\$23,694	\$26,175
Industrial Development	Old Fee	New Fee
Gross Floor Area	\$.87 per sq. ft.	\$0.96

Based on the nexus study completed by Community Attributes, Inc (CAI) in 2018, the fees remain below the maximum allowable amount, and align with current economic and development activities within Hayward, and competition for new developments with neighboring jurisdictions.

Fire

1. Format changes in order to present updated code section numbers and language.
2. New items in the Adopted California Fire Code

Fire Code	Fee
Additive Manufacturing (3D Printing) (105.5.1)	\$885/per year
Energy Storage Systems (105.5.14)	\$885/per year
Mobile Fueling of Hydrogen-Fueled Vehicles (105.5.32)	\$885/per year
Lithium Batteries (105.5.53)	\$885/per year
Additional Permits (105.5.54)	\$885/per year

Information Technology

Increase the amount for GIS Map Printing to align with the cost of staff (Systems Analyst) who perform this task.

	Old Fee	New Fee
GIS Map Printing	\$76/per hour	\$98/per hour

Library (See Attachment VII)

1. New Makerspace Materials Fees (21st Century Library and Learning Center): The proposed fees cover the cost of materials used in the Makerspace at the 21st Century Library and Learning Center.

Maintenance Services

1. Administrative Correction: On June 25, 2019, Resolution 19-141 amended the Adopted FY 2020 Master Fee Schedule to update new fees and charges in the Maintenance Services section specific to facility rentals at City Hall and in the 21st Century Library and Learning Center.² This update was not incorporated into the Master Fee Schedule; the Proposed FY 2024 Master Fee Schedule incorporates the previously approved changes from Resolution 19-141 and updates the fees.

Police

1. Reformatted the Police Administration section to streamline language and location of fees.
2. Increase Firearms Range Maintenance Fees: Proposed fee increase from \$1,250 to \$2,000 due to maintenance costs increasing for outside agencies to use the firing range.

Utilities & Environmental Services (See Attachment VIII)

Updates were made in the following sections of the Proposed FY 2024 Master Fee Schedule for Engineering and Transportation, and Utilities and Environmental Services. Due to the numerous updates, the memos for the updates in each section are provided in Attachment VIII.

- Airport Services
- Water Service Charges and Installation Fees
- New Fee: Annual Lease Charge for Use of City Pole for Wireless Communication Facilities
- Stormwater Inspection Fees
- Miscellaneous Wastewater Fees

Environmental Review

Section 15273 of the California Environmental Quality Act (CEQA) Guidelines states that CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by public agencies which the public agency finds are for the purposes of:

1. Meeting operating expenses, including employee wage rates and fringe benefits;
2. Purchasing or leasing supplies, equipment, or materials;
3. Meeting financial reserve needs and requirements;
4. Obtaining funds necessary for capital projects necessary to maintain service within existing service areas; or

² Resolution 19-141 [CITY OF HAYWARD - File #: PH 19-058 \(legistar.com\)](#)

5. Obtaining funds necessary to maintain intra-city transfers as are authorized by City Charter; and

Consequently, this action is exempt from CEQA review based on the foregoing provisions.

ECONOMIC IMPACT

Approval of the attached resolution will have a minor economic impact on the community in that only certain fees will be increased or added.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not specifically relate to any of the six priorities outlined in the Council's Strategic Roadmap.

FISCAL IMPACT

Adopting these fee changes will minimally impact overall City revenues and will offset the staff time spent performing the various activities supported by the fees.

PUBLIC CONTACT

A public notice was published in The Daily Review on March 10, 2023 and March 17, 2023. The public notice contained the meeting date announcing the time, location, and subject matter of this public hearing.

NEXT STEPS

Upon approval of the attached resolution the fees will be effective as of July 1, 2023, to allow for the required sixty-day notice period.

Prepared by: Nicholas Mullins, Management Analyst

Recommended by: Nicole Gonzales, Director of Finance

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 23-____

Introduced by Council Member _____

RESOLUTION ADOPTING THE FY 2024 MASTER FEE SCHEDULE THAT REFLECTS UPDATED FEES AND CHARGES FOR DEPARTMENTS IN THE CITY OF HAYWARD AND RESCINDING RESOLUTION NO. 22-073 AND ALL AMENDMENTS THERETO AND FINDING THAT THE ACTION IS EXEMPT FROM CEQA REVIEW

WHEREAS, Section 15273 of the California Environmental Quality Act (CEQA) Guidelines states that CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by public agencies which the public agency finds are for the purposes of:

1. Meeting operating expenses, including employee wage rates and fringe benefits;
2. Purchasing or leasing supplies, equipment, or materials;
3. Meeting financial reserve needs and requirements;
4. Obtaining funds necessary for capital projects necessary to maintain service within existing service areas; or
5. Obtaining funds necessary to maintain intra-city transfers as are authorized by City Charter; and

WHEREAS, the City Council finds and determines that this action is exempt from CEQA based on the foregoing provisions; and

WHEREAS, in November 2010, California voters approved Proposition 26, which amended Article XIII C of the State Constitution regarding the adoption of fees and taxes. Proposition 26 seeks to assure that taxes, which must be approved by the voters, are not disguised as fees, which can be approved by legislative bodies, such as a city council. The proposed Master Fee Schedule (MFS) is compliant.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby adopts with changes the Master Fee Schedule relating to fees and charges for all departments of the City of Hayward incorporated herein by reference and as outlined in the March 21, 2023 City Council report; either on its face or as applied, the invalidity of one provision shall not affect the other provisions of this Master Fee Schedule, and the applications thereof; and to that end the provisions of this Master Fee Schedule shall be deemed severable.

BE IT FURTHER RESOLVED that Resolution No. 22-073, and all amendments thereto are hereby rescinded.

ATTACHMENT II

BE IT FURTHER RESOLVED that this resolution shall become effective as of July 1, 2023.

BE IT FURTHER RESOLVED that this action is determined to be exempt from CEQA review for the reasons stated herein.

IN COUNCIL, HAYWARD, CALIFORNIA March 21, 2023.

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

MEMORANDUM

Date: February 17, 2023

To: Nicole Gonzales, Director of Finance
Nicholas Mullins, Management Analyst II

From: Avinta Madhukansh, Deputy City Clerk

Through: Miriam Lens, City Clerk

Subject: **FY 2024 Master Fee Schedule Changes – City Clerk’s Office**

The following are required fee increases/changes reflected in the proposed 2024 Master Fee Schedule:

Fee Type	Change From	Change To	Justification
Reproduction of DVD of Meetings a. City Council b. Planning Commission	DVD	USB flash drive	DVDs replaced with USB flash drive.
Passport Card Fee (age 16 and over)	*not listed on current schedule	\$30.00	Set by US Department of State, as of February 2023
Passport Card Fee (under age 16)	*not listed on current schedule	\$15.00	Set by US Department of State, as of February 2023
Express Mail from City of Hayward mailed to US Department of State	\$26.95	\$28.75	Set by United States Postal Service and payable to City
Express Mail from US Department of State mailed to Customer	\$18.32	\$19.53	Set by and payable to US Department of State





Interoffice Memorandum

DATE: February 23, 2023

TO: Nicole Gonzales, Acting Director of Finance

THROUGH: Christina Morales, Housing Manager

FROM: Dustin Claussen, Assistant City Manager

SUBJECT: **FY 24 Master Fee Schedule Update**

The Housing Division under the City Manager's Office is tasked with servicing residential and rental housing development loans and administering the resale restrictions related to the City's Below Market Rate (BMR) housing portfolio as well as the administration and compliance of the Affordable Housing Ordinance (AHO), Residential Rent Stabilization and Tenant Protection Ordinance (RRSO) and Tenant Relocation Assistance Ordinance (TRAO), including the collection of fees related to each ordinance.

The division was previously under the City Manager's Office but is moving under the Development Services Department (DSD) in FY 2024 to consolidate divisions that work on projects and programs related to housing and development under one department in order to streamline customer care and delivery of services to the Hayward community.

Because Housing Division is transferring, we are requesting the creation of a "Housing" section under Development Services Department in the Master Fee Schedule and moving the Rent Stabilization Administration Fee and Loan Servicing Fee to this section. We are also requesting an update to the user fee amount for Housing staff under the Loan Servicing Section from \$95 to \$122 based on the last User Fee Study Report conducted by the City in 2016. Lastly, Housing Division is requesting the addition of a Tenant Relocation Assistance Ordinance Hearing Fee be added to the newly created Housing Section to standardize this type of fee across the City and allowable under the TRAO.

All changes related to this request have been added to the attached Proposed FY 2024 Master Fee Schedule PDF as directed by Finance. Please contact doris.tang@hayward-ca.gov with any questions about these changes.

DEVELOPMENT SERVICES DEPARTMENT

B. Planning

Item 40 – Affordable Housing In-Lieu Fee

Office of the City Manager
Housing Division
777 B Street, 4th Floor
Hayward, CA 94541-5007
T: 510.583.4454 | F: 510.583.3650 | www.hayward-ca.gov



The Affordable Housing In-Lieu Fees have always been listed under Planning and will remain in this section. This fee is increased 8.4% based on the ENR report and is authorized under Section 4 of Resolution 17-167.

E. Housing – new section requested

1. Rent Stabilization Administration

- | | |
|---------------------------------------|---------|
| a. Annual Fee per Rental Unit | \$19.00 |
| b. Annual Fee per Covered Rental Unit | \$40.00 |
| c. Annual Fee per Mobilehome Space | \$5.00 |

The fees set forth herein shall be payable immediately and shall be delinquent if not received by the Housing Division on or before 5 pm on August 31, 2023 for Residential and Mobile-home.

2. Tenant Relocation Assistance Ordinance Hearings

- | | | |
|--|----------|-------------|
| a. Hearing fee: Administrative, Special Assessment, Administrative Citation, and Lien Hearings | \$946.00 | Per Hearing |
|--|----------|-------------|

3. Loan Servicing

- | | | |
|---------------------------------------|-------------------------------------|---------------------------------------|
| a. General | | |
| i. Title Report | Actual Costs | Per Report |
| ii. Property Appraisal Report | Actual Costs | Per Report |
| iii. Recording Fee | Actual Costs or
\$50.00 Min. | Per Document |
| iv. Public Document Preparation Fee | \$100.00 | Per Document |
| b. Homeownership Loan Programs | | |
| i. Subordination Fee | \$600.00 | Per Transaction |
| ii. Late Payment Fee | The greater of 6%
or \$5.00 Min. | Monthly Loan Payment
after 15 days |
| c. Below Market Rate Program Fees | | |
| i. Subordination Fee | \$600.00 | Per Transaction |
| ii. Resale Fee | 0.5% | Purchase Price |
| iii. Exercise City Option to Purchase | 3% | Maximum Restricted
Resale Price |
| d. Affordable Rental Housing | | |
| i. Loan Modification Fee | Actual Costs | Time and Materials ¹ |
| ii. Subordination Fee | Actual Costs | Time and Materials ¹ |
| iii. Monitoring Fee | \$50.00 | Per Unit |
| iv. Resale Fee | Actual Costs | Time and Materials ¹ |
| v. Legal Fee | Actual Costs | Per Transaction |



¹Cost may include but are not limited to: hourly rate for staff time, recording fees, legal fees, title reports, appraisals, and public noticing costs. Hourly rates may vary by department, but the hourly rate for Housing staff is \$122.

Attached:

ENR Report
Resolution 17-167
Comprehensive User Fee Study Report dated October 12, 2016

Cc: Sara Buizer, Acting Director of Development Services
Christina Morales, Housing Manager
Amy Cole, Management Analyst
Tera Maroney, Management Analyst



City Cost Index - San Francisco - As of January 2023

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The building and construction cost indexes for ENR's individual cities use the same components and weighting as those for the 20-city national indexes. The city indexes use local prices for portland cement and 2 X 4 lumber and the national average price for structural steel. The city's BCI uses local union wages, plus fringes, for carpenters, bricklayers and iron workers. The city's CCI uses the same union wages for laborers.

To find more recent cost index data, go to this webpage (link below) and click on the link for the year you need, and then navigate to the week you need. Keep in mind that the city cost index figures are always published in the second weekly issue of the month.

http://www.enr.com/economics/current_costs

Go back to [view all City Indexes](#).

ENR COST INDEXES IN SAN FRANCISCO (1978-2022)

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2023	January	10205.32	+13.3	15498.78	+8.4
2022	December	9684.48	+8.4	14977.94	+5.3
2022	November	9819.99	+7.6	15113.51	+4.8
2022	October	9847.88	+7.5	15141.40	+4.8
2022	September	9789.74	+18.1	15083.26	+11.0
2022	August	9757.65	+14.5	15051.17	+8.9
2022	July	10346.61	+22.2	15640.10	+13.6
2022	June	10062.91	+23.2	15356.33	+14.1
2022	May	10033.57	+23.4	15326.99	+14.2
2022	April	9810.39	+24.8	15103.81	+14.8
2022	March	9833.42	+25.4	15126.84	+15.1
2022	February	9102.28	+16.5	14396.70	+9.8
2022	January	9007.82	+15.4	14301.24	+9.2
2021	December	8934.82	+13.5	14228.24	+8.0
2021	November	9127.62	+15.9	14421.03	+9.5
2021	October	9158.49	+16.3%	14451.91	+9.8%
2021	September	8290.40	+7.5	13583.81	+4.4
2021	August	8524.32	+11.8	13817.73	+6.9

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2021	July	8468.17	+11.2	13762.01	+6.6
2021	June	8165.26	+5.6	13459.10	+3.4
2021	May	8131.51	+8.1	13425.35	+4.7
2021	April	7863.57	+4.5	13157.41	+2.7
2021	March	7843.32	+4.3	13137.16	+2.5
2021	Feb	7816.32	+4.0	13110.16	+2.4
2021	Jan	7804.07	+3.9	13097.91	+2.3
2020	Dec	7874.92	+5.3	13168.76	+3.2
2020	Nov	7877.92	6.0%	13171.76	3.5%
2020	Oct	7874.17	+7.3	13168.01	+5.1
2020	Sept	7711.82	+6.0	13005.66	+5.2
2020	Aug	7626.76	+4.8	12920.60	+4.5
2020	July	7614.09	+4.9	12907.92	+4.5
2020	June	7728.87	+6.4	13022.70	+5.4
2020	May	7525.33	+3.9	12819.17	+3.9
2020	April	7522.83	+5.7	12816.67	+4.9
2020	March	7516.83	+8.1	12810.67	+6.3
2020	Feb	7513.83	+6.8	12807.67	+5.6
2020	Jan	7512.33	+7.0	12806.17	+5.7
2019	Dec	7479.68	+6.5	12764.52	+5.4
2019	Nov	7429.65	+5.9	12723.43	+5.1
2019	Oct	7341.15	+4.7	12524.93	+3.4
2019	Sept	7271.94	+3.7	12365.71	+2.2
2019	Aug	7274.44	+4.2	12368.21	+2.4
2019	July	7260.69	+4.2	12354.46	+2.5
2019	June	7260.69	+4.9	12354.46	+2.8
2019	May	7239.64	+4.6	12333.48	+2.7
2019	April	7228.39	+4.4	12322.23	+2.6
2019	Mar	6954.89	+0.5	12048.19	+0.3
2019	Feb	7038.07	+1.7	12131.37	+1.0
2019	Jan	7021.57	+1.4	12114.87	+0.8
2018	Dec	7022.07	+1.5	12115.37	+0.8
2018	Nov	7016.57	+1.4	12109.87	+0.8

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2018	Oct	7014.08	+1.3	12107.38	+0.8
2018	Sept	7010.58	+0.9	12103.88	+0.6
2018	Aug	6981.42	+0.5	12074.72	+0.3
2018	July	6966.67	+2.5	12050.97	+2.8
2018	June	6921.42	+1.9	12014.72	+2.5
2018	May	6921.42	+2.4	12014.72	+2.8
2018	Apr	6921.42	+2.3	12014.72	+2.7
2018	Mar	6921.42	+3.6	12014.72	+3.5
2018	Feb	6921.42	+3.6	12014.72	+3.5
2018	Jan	6921.42	+3.6	12014.72	+3.5
2017	Dec	6921.42	+3.6	12014.72	+3.5
2017	Nov	6921.42	+4.1	12014.72	+3.8
2017	Oct	6921.42	+4.1	12014.72	+3.8
2017	Sept	6945.92	+4.5	12037.27	+4.0
2017	Aug	6943.98	+4.8	12037.27	+4.2
2017	Jul	6796.47	2.6	11725.52	1.5
2017	Jun	6793.10	+2.6	11722.15	+1.5
2017	May	6761.99	+2.1	11691.03	+1.2
2017	Apr	6767.41	+2.1	11696.47	+1.2
2017	Mar	6680.37	+0.8	11609.44	+0.5
2017	Feb	6680.37	+4.2	11609.44	+3.9
2017	Jan	6680.37	+4.6	11609.44	+4.1
2016	Dec	6680.37	+4.6	11609.44	+4.1
2016	Nov	6650.28	+4.2	11579.33	+3.8
2016	Oct	6649.28	+4.0	11578.33	+3.8
2016	Sep	6647.28	+3.9	11576.33	+3.7
2016	Aug	6625.60	+3.70	11554.65	+3.60
2016	Jul	6626.10	+3.70	11555.15	+3.60
2016	Jun	6619.35	+3.60	11548.40	+3.50
2016	May	6621.35	+3.40	11550.40	+3.40
2016	Apr	6630.10	+3.50	11559.15	+3.50
2016	Mar	6628.85	+3.50	11557.90	+3.50
2016	Feb	6408.87	-0.10	11174.79	0.00

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2016	Jan	6387.49	-0.30	11153.41	-0.20
2015	Dec	6389.49	+2.30	11155.41	+2.20
2015	Nov	6390.46	+2.20	11154.06	+2.10
2015	Oct	6390.80	+2.40	11169.31	+2.40
2015	Sep	6395.22	+2.60	11158.82	+2.40
2015	Aug	6391.47	+2.60	11155.07	+2.40
2015	Jul	6391.47	0.00	11155.07	0.00
2015	Jun	6391.47	-0.22	11155.07	-0.13
2015	May	6405.72	0.00	11169.32	0.00
2015	Apr	6398.97	+2.8	11162.57	+2.5
2015	Mar	6405.72	+2.9	11169.32	+2.6
2015	Feb	6414.1	3	11177.7	2.6
2015	Jan	6409.56	2.9	11173.16	2.5
2014	Dec	6248.05	3.1	10915.84	5
2014	Nov	6252.05	3.1	10919.84	5
2014	Oct	6240.05	3.1	10907.84	5
2014	Sep	6230.55	3	10898.34	4.9
2014	Aug	6229.80	3.0	10897.59	4.9
2014	Jul	6229.80	3.0	10897.59	4.9
2014	Jun	6231.80	3.1	10899.59	4.9
2014	May	6228.05	3.1	10895.84	4.9
2014	Apr	6227.05	3.3	10894.84	5.0
2014	Mar	6224.05	3.3	10891.84	5.1
2014	Feb	6226.80	3.3	10894.59	5.1
2014	Jan	6228.55	3.5	10896.34	5.2
2013	Dec	6231.05	3.6	10898.84	5.3
2013	Nov	6233.30	3.5	10901.09	5.2
2013	Oct	6241.30	3.6	10909.09	5.2
2013	Sep	6047.27	0.4	10389.59	0.2
2013	Aug	6046.02	0.4	10388.34	0.2
2013	Jul	6048.77	0.2	10391.09	0.1
2013	Jun	6046.52	0.1	10388.84	0.0
2013	May	6040.77	-0.1	10383.09	0.0

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2013	Apr	6031.02	0.0	10373.34	0.0
2013	Mar	6025.77	0.0	10368.09	0.0
2013	Feb	6026.77	1.3	10369.09	1.6
2013	Jan	6018.52	1.1	10360.84	1.5
2012	Dec	6012.77	1.1	10355.09	1.5
2012	Nov	6024.02	1.3	10366.34	1.6
2012	Oct	6025.02	1.4	10367.34	1.7
2012	Sep	6022.02	1.4	10364.34	1.7
2012	Aug	6024.21	1.5	10366.54	1.7
2012	Jul	6039.21	2.0	10381.54	2.0
2012	Jun	6043.21	2.2	10385.54	2.2
2012	May	6043.71	2.3	10386.04	2.2
2012	May	6043.71	2.3	10386.04	2.2
2012	Apr	6028.96	2.1	10371.29	2.1
2012	Mar	6027.21	2.2	10369.54	2.2
2012	Feb	5952.27	1.0	10207.79	0.6
2012	Feb	5952.27	1.0	10207.79	0.6
2012	Jan	5952.27	1.6	10207.79	0.9
2011	Dec	5949.27	1.4	10204.79	0.8
2011	Nov	5948.77	1.4	10204.29	0.8
2011	Oct	5943.77	1.4	10199.29	0.8
2011	Sep	5937.27	6.4	10192.79	3.1
2011	Aug	5936.02	6.0	10191.54	2.8
2011	Jul	5923.27	5.8	10178.79	2.7
2011	Jun	5911.77	5.7	10167.29	2.7
2011	May	5906.02	5.9	10161.54	2.8
2011	Apr	5905.02	7.9	10160.54	4.4
2011	Mar	5895.52	7.8	10151.04	4.4
2011	Feb	5892.52	7.9	10148.04	4.4
2011	Jan	5860.77	7.3	10116.29	4.1
2010	Dec	5864.77	7.3	10120.29	4.1
2010	Nov	5868.02	7.5	10123.54	4.2
2010	Oct	5859.52	7.3	10115.04	4.1

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2010	Sep	5579.61	2.1	9888.54	1.7
2010	Aug	5600.74	2.5	9909.67	1.9
2010	Jul	5600.24	2.5	9909.17	1.9
2010	Jun	5593.74	2.1	9902.67	1.7
2010	May	5576.99	1.6	9885.92	1.4
2010	Apr	5471.56	-0.5	9730.17	-0.3
2010	Mar	5469.56	-0.5	9728.17	-0.3
2010	Feb	5463.56	-0.6	9722.17	-0.3
2010	Jan	5461.81	-0.9	9720.42	-0.5
2009	Dec	5463.56	-1.1	9722.17	-0.6
2009	Nov	5460.81	-2.1	9719.42	-1.2
2009	Oct	5460.56	-2.4	9719.17	-1.4
2009	Sep	5465.31	1.7	9723.92	4.1
2009	Aug	5466.06	2.7	9724.67	4.7
2009	Jul	5464.31	2.8	9722.92	4.7
2009	Jun	5477.06	4.4	9735.67	5.6
2009	May	5489.81	5.5	9748.42	6.3
2009	Apr	5497.31	6.1	9755.92	6.6
2009	Mar	5499.06	6.2	9757.67	6.6
2009	Feb	5496.56	6.5	9755.17	6.8
2009	Jan	5510.81	6.8	9769.42	7
2008	Dec	5523.06	7.1	9781.67	7.1
2008	Nov	5576.06	8.1	9834.67	7.7
2008	Oct	5594.81	9.8	9853.42	8.5
2008	Sep	5372.35	5.4	9344.67	2.9
2008	Aug	5320.6	6.7	9292.92	2.4
2008	Jul	5313.85	6.6	9286.17	2.4
2008	Jun	5244.1	5.3	9216.42	1.7
2008	May	5202.1	3.4	9174.42	0.6
2008	Apr	5182.85	3.3	9155.17	0.6
2008	Mar	5177.85	3.2	9150.17	0.5
2008	Feb	5161.24	2.9	9133.56	0.4
2008	Jan	5161.24	2.9	9133.56	0.4

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2007	Dec	5159.49	2.7	9131.81	0.3
2007	Nov	5156.99	2.3	9129.31	0.1
2007	Oct	5096.9	1.6	9079.42	-0.2
2007	Sep	5095.9	5.8	9078.42	7.2
2007	Aug	4988.64	3.8	9071.91	7.3
2007	Jul	4986.64	3.8	9069.91	7.2
2007	Jun	4980.14	4	9063.41	7.4
2007	May	5033.45	5	9116.72	8
2007	Apr	5019.45	4.7	9102.72	7.8
2007	Mar	5019.41	4.7	9102.68	7.8
2007	Feb	5016.91	4.5	9100.18	7.7
2007	Jan	5017.41	4.2	9100.68	7.5
2006	Dec	5025.39	4.5	9108.66	7.6
2006	Nov	5040.37	5.4	9123.64	8.2
2006	Oct	5015.62	5.5	9098.89	8.3
2006	Sep	4815.14	1.8	8466.48	1
2006	Aug	4812.89	5.7	8464.23	2.5
2006	Jul	4805.89	5.3	8457.23	2.3
2006	Jun	4789.39	4.7	8440.73	1.9
2006	May	4794.36	5.3	8445.69	2.2
2006	Apr	4796.11	5.3	8447.44	2.3
2006	Mar	4793.11	6	8444.44	2.6
2006	Feb	4799.11	6.1	8450.44	2.7
2006	Jan	4817.11	6.5	8468.45	2.9
2005	Dec	4811.11	6.4	8462.45	2.8
2005	Nov	4783.86	6.3	8435.2	2.8
2005	Oct	4752.26	5.9	8403.59	2.6
2005	Sep	4731.12	5.4	8382.45	2.3
2005	Aug	4552.32	4.7	8259.2	1.2
2005	Jul	4564.32	5.3	8271.2	1.5
2005	Jun	4575.43	5.6	8282.31	1.7
2005	May	4553.53	6	8260.41	1.9
2005	Apr	4553.51	6.7	8260.39	2.3

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2005	Mar	4520.24	7	8227.12	2.4
2005	Feb	4522.24	8.2	8229.12	5.4
2005	Jan	4522.74	10	8229.62	5.7
2004	Dec	4521.51	9.9	8228.39	5.6
2003	Dec	4113.11	0.5	7788.8	1.9
2002	Dec	4093.21	1.7	7644.46	3.3
2001	Dec	4025.65	-0.5	7399.07	-0.7
2000	Dec	4044.2	3.7	7447.99	9.3
1999	Dec	3898.57	-0.7	6816.7	-0.4
1998	Dec	3927.46	3.1	6845.59	1.7
1997	Dec	3809.11	4.8	6731.08	1.5
1996	Dec	3634.25	2	6629.61	1.1
1995	Dec	3561.6	1.2	6558.16	0.4
1994	Dec	3519.17	2.7	6530.35	0.8
1993	Dec	3428.04	3.9	6477.95	2.9
1992	Dec	3298.09	3.2	6294.84	1.2
1991	Dec	3270.9	0.8	6222.06	2.8
1990	Dec	3245.04	4	6055.61	2.1
1989	Dec	3119.95	1.4	5932.57	3.5
1988	Dec	3076.27	1.1	5734.48	0
1987	Dec	3044.27	2.8	5732.37	4.1
1986	Dec	2961.47	5	5508.43	9
1985	Dec	2819.5	2.3	5055.04	0.1
1984	Dec	2756.35	-2.5	5049.13	-1.4
1983	Dec	2826.13	0.9	5122.74	2.6
1982	Dec	2799.96	9.4	4993.3	8.7
1981	Dec	2558.49	6.8	4592.45	5
1980	Dec	2395.21	10.2	4371.96	14.9
1979	Dec	2172.96	12	3806.14	11.5
1978	Dec	1940.78	9.7	3412.2	8.3

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HAYWARD CITY COUNCIL

RESOLUTION NO. 17-167

Introduced by Council Member Mendall

RESOLUTION RESCINDING RESOLUTION 16-189 AND ESTABLISHING AFFORDABLE HOUSING IN-LIEU FEES

WHEREAS, to assure that future housing development in the City of Hayward (the "City") contributes to the production of residential units in the City that are affordable to very low, low- and moderate-income households and mitigates its impact on the need for affordable housing in the City, the City Council has considered and introduced on this same date an ordinance to amend the Affordable Housing Ordinance (Chapter 10, Article 17 of the City's Municipal Code) (the "Affordable Housing Ordinance"); and

WHEREAS, the Affordable Housing Ordinance authorizes the imposition of Affordable Housing In-Lieu Fees on for-sale and rental residential developments to provide funds equal to the cost of providing affordable housing on-site and to mitigate the impact of market-rate housing development on the need for affordable housing, where applicants elect to pay Affordable Housing In-Lieu Fees rather than provide affordable units on- or off-site; and

WHEREAS, to ensure that the Affordable Housing In-Lieu Fees adopted by this Resolution do not exceed the cost of providing affordable housing on-site or the actual affordable housing impacts attributable to the development projects on which the fee is imposed, the City Council has received and considered a report from Keyser Marston Associates dated October 31, 2017 and entitled "Summary, Context Materials, and Recommendations: City of Hayward Affordable Housing Ordinance Update," which includes, among other information, an affordability gap analysis, a residential nexus analysis, a financial feasibility analysis, and an on-site compliance cost analysis (the "KMA Study"); and

WHEREAS, the KMA Study demonstrates that, to fully mitigate the burdens created by residential development on the need for extremely low, very low, low, median, and moderate-income housing, an affordable housing impact fee of \$28.90 to \$44.90 per square foot of new market rate residential development would be needed, and that the cost of on-site compliance is equivalent to approximately \$18 to \$22 per square foot of new market rate residential development; and

WHEREAS, the City Council now desires to rescind the Affordable Housing Impact Fees previously adopted under Resolution 16-189 and to adopt Affordable Housing In-Lieu Fees for residential developments as authorized by the Affordable Housing Ordinance; and

WHEREAS, the KMA Study found that the Affordable Housing In-Lieu Fees imposed by this Resolution are economically feasible and will not pose a constraint on the construction of housing in the City; and

WHEREAS, notice of the hearing on the proposed fee was published twice in the manner set forth in Government Code Section 6062a as required by Government Code Sections 66004 and 66018; and

WHEREAS, the City Council has reviewed the information contained in this Resolution and the accompanying staff report and attachments thereto at a meeting held on November 7, 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAYWARD THAT:

Section 1. The City Council finds as follows:

A. The foregoing recitals are true and correct and incorporated into this Resolution by this reference.

B. The purpose of the Affordable Housing In-Lieu Fee is to provide funds to the City to develop and construct affordable housing as would otherwise be provided on-site and to mitigate the burdens created by new residential and nonresidential development projects on the need for extremely low, very low, low, and moderate-income housing. An applicant for a residential development project may elect to provide affordable units on-site, to pay the Affordable Housing In-Lieu Fee, to provide affordable units off-site, or to provide affordable housing through other means.

C. In compliance with the Affordable Housing Ordinance, all affordable housing impact fees collected shall be deposited into the City's Affordable Housing Trust Fund to be used solely to increase and preserve the supply of housing affordable to households of extremely low, very low, low, median, and moderate incomes (including reasonable administrative costs).

D. There is a need in the City for housing affordable to households of extremely low, very low, low, and moderate incomes.

E. The KMA Study sets forth cost estimates that are reasonable for constructing affordable housing, and the fees expected to be generated by new development will not exceed these costs.

F. Based on the KMA Study, the proposed Affordable Housing In-Lieu Fees are economically feasible and will not pose a constraint on housing production.

G. Adoption of this Resolution is exempt from the California Environmental Quality Act because the adoption of this Resolution is not a project, in that it is a government funding mechanism which does not involve any commitment to any specific project. (CEQA Guidelines Section 15378(b) (4).)

Section 2. The City Council hereby rescinds and removes the Affordable Housing Impact Fee established by Resolution No. 16-189.

Section 3. The City Council hereby adopts the following Affordable Housing In-Lieu Fees:

1. Residential Development Projects – Ten Units or More

- a. High-Density Condominiums
(35 units per acre or more) \$15.00/Square Foot of Habitable Space*
- b. All Other Dwelling Unit Types \$18.18/Square Foot of Habitable Space*

*Notes:

Affordable housing in-lieu fees shall be paid either prior to issuance of a building permit or prior to approval of a final inspection or issuance of an occupancy permit. Fees paid at occupancy shall be increased by 10 percent to \$16.50/sq. ft. of habitable space for high density condominiums and to \$20/sq. ft. of habitable space for all other dwelling unit types.

"Habitable Space" means floor area within a dwelling unit designed, used, or intended to be used exclusively for living and sleeping purposes and exclusive of vent shafts, eaves, overhangs, atriums, covered entries and courts and any portion of a structure above ground used for parking, parking aisles, loading areas, or accessory uses.

2. Residential Development Projects - Two to Nine Units

Projects of two to nine units shall pay the following percentage of the fee calculated pursuant to Section 1 above:

<u>Number of Units in Project</u>	<u>Percentage of Calculated Fee</u>
2	50%
3	67%
4	75%
5	80%
6	83%
7	86%
8	88%
9	89%

3. Fractional Units. If an applicant provides on-site Affordable Units under Chapter 10, Article 17 of the Hayward Municipal Code and elects to pay Affordable Housing In-Lieu Fees for a fractional unit, the fractional in-lieu fee payment shall be calculated as follows:

Fractional Unit/Total Affordable Unit Requirement x Per Square Foot Fee x Total Habitable Square Footage in the Project

Example: 42-unit townhouse project totaling 85,000 habitable sq. ft. has on-site requirement of 10%, or 4.2 units. Developer elects to provide 4 affordable units and pay an in-lieu fee for the fractional unit. The payment is calculated as follows:

0.2/4.2 x \$18.18 x 85,000 sq. ft. = \$73,586

4. Applications for Residential Development Projects of Two or More Units Deemed Complete as of December 20, 2017
 - a. Projects receiving all discretionary approvals by February 1, 2018: Affordable Housing Impact Fees in effect on December 20, 2017.
 - b. Projects not receiving all discretionary approvals by February 1, 2018, provided that all discretionary approvals and building permit(s) are obtained within two (2) years of December 20, 2017: 50% of the Affordable Housing In-Lieu Fee calculated under either Section 1 or Section 2 above, as applicable depending on the size of the project.

Section 4. The City Council may review and amend the Affordable Housing In-Lieu Fee from time to time. Beginning January 1, 2019, for any annual period during which the City Council does not review the affordable housing impact fee, fee amounts shall be adjusted once by the City Manager or designee based on the percentage change in the Engineering New Record(ENR) Construction Cost Index applicable to the San Francisco Area.

Section 5. An Affordable Housing In-Lieu Fee as shown in Section 3 shall be paid by all developments subject to the fee.

Section 6. This Resolution shall go into full force and effect on February 1, 2018.

Section 7. Any judicial action or proceeding to attack, review, set aside, void or annul this Resolution shall be brought within the 90-day time period as established by Code of Civil Procedure Section 1094.6.

IN COUNCIL, HAYWARD, CALIFORNIA November 7, 2017

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS: Zermeño, Márquez, Mendall, Peixoto, Lamnin, Salinas

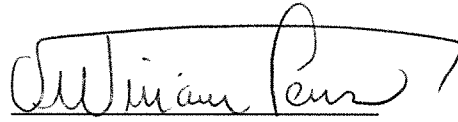
MAYOR: Halliday

NOES: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

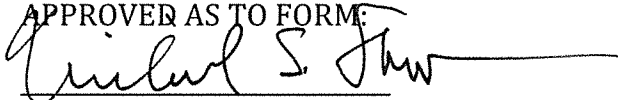
ABSENT: COUNCIL MEMBERS: None

ATTEST:



City Clerk of the City of Hayward

APPROVED AS TO FORM:



City Attorney of the City of Hayward

City of Hayward

Comprehensive User Fee Study Report

October 12, 2016



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TABLE OF CONTENTS

Executive Summary 1

User Fee Background 2

 Background2

 California User Fee History2

 Additional Policy Considerations3

Study Objective..... 4

 Scope of the Study5

 Aim of the Report5

Project Approach and Methodology..... 6

 Conceptual Approach6

 Fully Burdened Hourly Rates6

 Summary Steps of the Study.....7

 Allowable Costs.....7

 Methodology8

 Quality Control / Quality Assurance8

 Reasons for cost increases / decreases over current fees.....9

 City Staff Contributions.....9

Hayward User Fees 10

 Cost Recovery10

 Subsidization.....10

 Impact on Demand (Elasticity).....11

 Summary.....11

City Clerk and City Wide..... 12

Finance 12

City Manager 13

Development Services 13

Police..... 15

Fire 15

Information Technology..... 16

Library and Community Services department.....	16
Maintenance Services Department	16
Public Works.....	17
Utilities & Environmental Services	18
Appendix A – Total Allowable Cost to be Recovered	19
Appendix B – Fully Burdened Hourly Rates.....	20
Appendix C – Cost Recovery Analysis & Suggested Fee Levels	30

EXECUTIVE SUMMARY

The City of Hayward (the City) engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identifies 100% full cost recovery for City services and the recommended level of recovery as determined through discussion with departmental staff.

The reality of the local government fee environment is that significant increases to achieve 100% cost recovery can often not be feasible, desirable, or appropriate depending on policy direction - particularly in a single year. The recommended fees identified herein are either at or less than full cost recovery.

USER FEE BACKGROUND

BACKGROUND

As part of a general cost recovery strategy, local governments have adopted user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefit. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee.

CALIFORNIA USER FEE HISTORY

Before Proposition 13, California cities were less concerned with potential subsidies and recovering the cost of their services from individual fee payers. In times of fiscal shortages, cities simply raised property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Since the public continues to resist efforts to raise local government taxes, cities have little control and very few successful options for new revenues. Compounding this limitation, the State of California took a series of actions in the 1990's and 2000's to improve the State's fiscal situation—at the expense of local governments. Most recently, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees have severely reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven categories of exceptions. The vast majority of fees that cities would seek to adopt will most likely fall into one or more of these exemptions.

ADDITIONAL POLICY CONSIDERATIONS

In recent years, there has been a growing trend for municipalities to update their fee schedules to reflect the actual costs of certain public services primarily benefitting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover support costs. Support costs are those costs relating to a local government's central service departments that are properly allocable to the local government's operating departments. Central services support cost allocations were derived from the City's Cost Allocation Plan.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City Council, by resolution, to annually increase or decrease the fees.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor more directly to the personnel costs can be suitable if there is a clear method for obtaining said factor. For example, if a departments' personnel costs increase by 5% and account for 50% of that departments' total budget, then the inflator to account for the personnel cost increase would be 2.5%. Department budgets can be volatile from year to year, which could result in fee confusion for the community if there are constant unpredictable changes in the fees as a result of the previous calculation. To mitigate this effect, a substitute inflator such as one or a combination of personnel COLA's, Step increase levels, PERS, and/or healthcare cost increases are generally less volatile on a yearly basis, and can be applied Citywide to fees and services.

Each City should use an inflator that they believe works the best for their specific situation and needs. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every three to five years, which would include adding or removing fees for any new or eliminated programs/services.

STUDY OBJECTIVE

As the City of Hayward seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. These tools provide assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principle goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Enhancing fairness and equity
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

SCOPE OF THE STUDY

The scope of this study encompasses a review and calculation of the user fees charged by the following Hayward departments and fee groups:

- City Wide and City Clerk
- Finance
- City Manager
- Development
- Police
- Fire
- Information Technology
- Library and Community Services
- Maintenance
- Public Works
- Utilities and Environmental

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

AIM OF THE REPORT

The User Fee Study focused on the cost of City services, as City staff currently provides them at existing, known, or reasonably anticipated service and staff levels. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide influential dissertation on the qualities of the utilized tools, techniques, or other approaches.

PROJECT APPROACH AND METHODOLOGY

CONCEPTUAL APPROACH

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for property-related (non-discretionary) fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

FULLY BURDENED HOURLY RATES

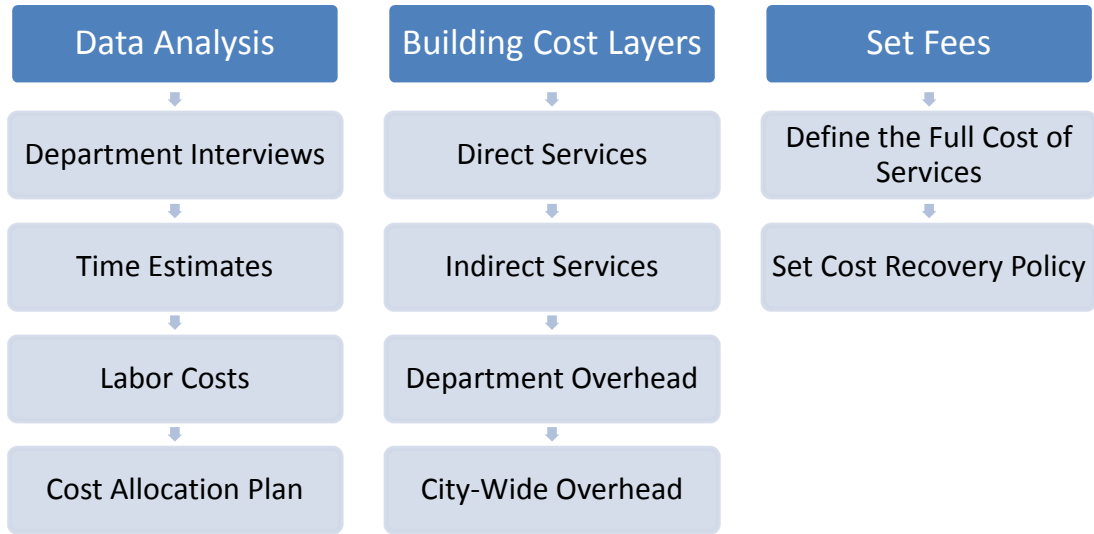
The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits, but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Internal Service Costs charged to each department
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

The FBHRs are then used in conjunction with time estimates, when appropriate, to calculate a fees' cost based on the personnel and the amount of their time that is involved in providing each service.

SUMMARY STEPS OF THE STUDY

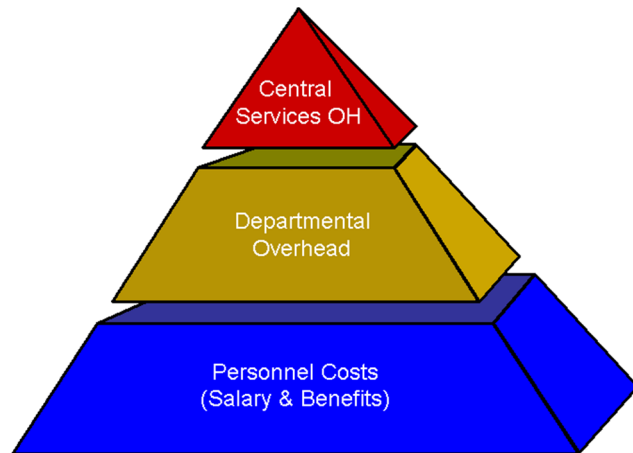
The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



ALLOWABLE COSTS

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (Appendix A). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City’s central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor:** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs, detailed in the City’s Cost Allocation Plan, represent services provided by those Central Services Departments whose primary function is to support other City departments.



METHODOLOGY

The two methods of analysis for calculating fees used in this report are the:

Case Study Method: This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

Programmatic Approach: The standard Case Study approach relies upon the detailed analysis of specific time estimates, salaries and benefits, expenditures, and overhead costs. In many instances, the underlying data are not available or vary widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence fee levels more than other types of services. With these general constraints, and in order to maximize the utility of this analysis, Willdan employed a different methodology where appropriate.

Valuation Based Fees: This manner of collection is used when the valuation of the improvement can be used as a proxy for the amount of effort it would take for City staff to complete the service provided. More specifically, this approach is commonly used for certain User Fees in the Building Division.

QUALITY CONTROL / QUALITY ASSURANCE

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Normalcy/expectation ranges
- Confirmation of staff hours
- FTE balancing
- Internal and external reviews
- Cross-checking

REASONS FOR COST INCREASES / DECREASES OVER CURRENT FEES

Within the fee tables in [Appendix C](#), the differences identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Staffing levels and the positions that complete fee and service activity may vary from when the previous costs were calculated
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
- Costs that this study has identified as part of the full cost of services may not have been accounted for in a previous study
 - Departmental overhead and administration costs
 - Indirect overhead from the Cost Allocation Plan
- Changes in processes and procedures within a department, or the city as a whole

CITY STAFF CONTRIBUTIONS

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct and indirect work hours (billable/non-billable)
- Time estimates to complete work tasks
- Frequency and current fee levels
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments—on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

HAYWARD USER FEES

COST RECOVERY

The cost recovery models, by department/division fee type, are presented in detail in [Appendix C](#). Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were predominately determined by Willdan and City Staff through a time and materials survey conducted for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time and materials survey used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The principle goal of this study was to identify the cost of City services, in order to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility to determine the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

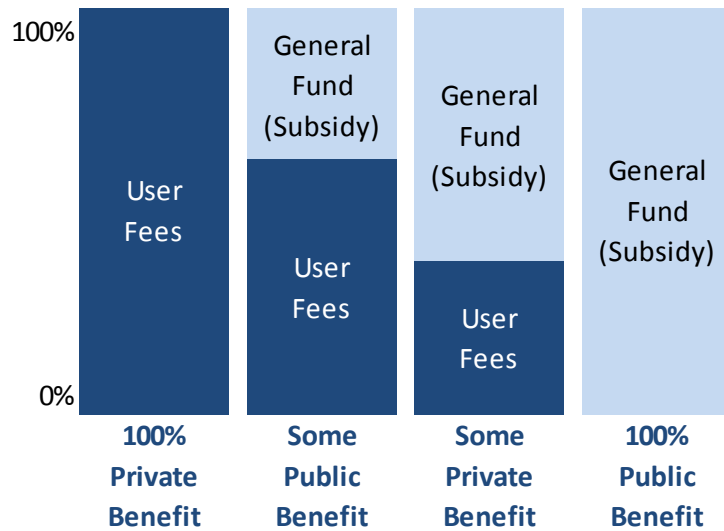
City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Hayward, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

SUBSIDIZATION

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) whom receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, a large number of services fall into the range between these two extremes (i.e., Library and Recreation services). The graphic on the following page illustrates the potential decision basis.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City. It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool, since it can be used to reduce fees to encourage certain activities (such as sports programs and educational classes) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can be an appropriate and justifiable action, such as to allow citizens to rightfully access services, (such as appeals of discretionary actions) without burdensome costs.



Despite the intent, it is important for the City and public to understand that subsidies must be covered by another

revenue source, such as the General Fund. Therefore, the general taxpayer will potentially help to fund private benefits, and/or other City services will not receive funds that are otherwise directed to cover subsidies.

IMPACT ON DEMAND (ELASTICITY)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The Cost of Service Study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

SUMMARY

If the City’s overriding goal of this study were to maximize revenues from user fees, Willdan would recommend setting user fees at 100% of the full cost identified in this study. However, we understand that revenue enhancement is not the only goal of a cost of service study, and sometimes full-cost recovery is not needed, desired, or appropriate. Other City and departmental goals, City Council priorities, policy initiatives, past experience, implementation issues, and other internal and external factors may influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and creation of a consistent and comprehensive fee schedule was the primary objective of this study. City staff has reviewed the full costs and identified the “recommended fee levels” for consideration by City Council. The attached appendices exhibit these unit fees individually.

The preceding sections provide background for each department or division and the results of this study’s analysis of their fees. For the full list of each fee’s analysis, refer to [Appendix C](#) of this report.

CITY CLERK AND CITY WIDE

The mission of the Office of the City Clerk is: to ensure the security and accessibility of all official City records; to serve as the information and records manager of all legislative proceedings; to conduct all aspects of municipal elections; and to serve as a support office to the City Council, City staff, City Boards and Commissions, and the residents of Hayward.

ANALYSIS

Willdan individually reviewed the services provided by City Clerk and other City wide services. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in City Clerk and the City wide fees relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. It is recommended that the City set fees at or near 100% cost recovery for most fees. As a result, while there will be increases to some fees and decreases to a few others as detailed in [Appendix C](#), the average fee change is 0% for City Clerk and 5% for City wide fees.

FINANCE

The Finance Department provides fiscal oversight and management of the City's financial operations and various related organizations. This includes financial reporting, fiscal analysis, budgeting, all accounting functions in the management of the city's finances, oversight of an external financial audit for compliance with City laws and policies, debt management, investment of the City's cash, grants administration, provision of purchasing services and ensuring compliance with all purchasing laws and policies, service to all the City's sales and use tax payers, billing and collections of the City's utility and tax bills.

ANALYSIS

Willdan individually reviewed the services provided by Finance. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The services in Finance are predominately related to business permit and parking activity. The analysis relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. It is recommended that the City set Finance services at 100% cost recovery for most fees. As a result, while there will be increases to some fees and decreases to a few others as detailed in [Appendix C](#), the average fee change is a decrease of 11%, not accounting for new services.

CITY MANAGER

The City Manager's Office maintains operational responsibility for economic development, neighborhood partnerships, community preservation, and communications and media relations. Management of the Successor Agency to the Hayward Redevelopment Agency also falls under the purview of this department.

ANALYSIS

Willdan individually reviewed the services and programs associated with the City Manager's Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The services covered under the City Manager are primary for economic development and film permit purposes. There are a couple fees that were determined based on the flat cost of providing service, and are recommended to be set at 100% cost recovery. The film permit fees were not adjusted as part of this study and are stated at their current levels. As a result, there are no suggested changes to the fees for City Manager.

DEVELOPMENT SERVICES

The Development Services Department is comprised of the Administration, Building, Code Enforcement and Planning Divisions. A primary task of the department is to assist Council, in planning for and regulating development in Hayward, in order to assure the economic, aesthetic, and environmental health of the community and a high quality of life for its residents. The Department seeks to protect the health and safety of the community through building inspection and enforcement of local, state, and federal standards; and to work with applicants and residents to achieve development that will add value to the City of Hayward within the goals and policies established by Council.

BUILDING ANALYSIS

Willdan individually reviewed the services and programs associated with Building. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The Building division underwent a very intensive internal analysis to determine the time and materials cost of providing service in order to calculate the full cost of providing services. The fee schedule listed in Appendix C is the result of that analysis that utilized the cost build up approach whereby the time of staff involved in each service is determined, and through the use of fully burdened hourly rates, the full cost was determined. The fees listed in Appendix C are at or near 100% cost recovery for most fees.

PLANNING ANALYSIS

Willdan individually reviewed the services and programs associated with Planning. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The services provided by Planning are predominantly provided through the use of deposit systems where a reasonable deposit is collected upon inception of the service request and as staff expends effort on the project, the deposit is drawn down using the fully burdened hourly rates of staff. If additional cost is, or anticipated to be, expended above the deposit amount the City initially collected, the requestor will be billed for the additional amount. For all flat fees a standard unit cost build-up approach, whereby we determined the reasonable cost of

each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. It is recommended that the City set Planning services at 100% cost recovery for most fees. As a result, while there will be increases to some fees and decreases to others as detailed in [Appendix C](#), the average fee change is an increase of 57%.

CODE ENFORCEMENT ANALYSIS

Willdan individually reviewed the services and programs associated with Code Enforcement. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The two programs analyzed as part of this study was the Community Preservation Program and the Rental Housing & Hotel Inspection Fee Programs. The analysis of the Community Preservation Program a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis has shown that the fees are under recovering the cost of providing service. It is recommended that the City set these fees at 100% cost recovery for all fees except for Abatement and Lien Processing.

The Rental Housing & Hotel Inspection Fee Program involved the use of both a unit cost calculation for inspections above the initial inspection and first progress check, and a program cost analysis that includes the cost of maintaining the program and the initial inspection that is anticipated to be performed for each parcel every 5 years. This program cost is recovered through the annual fee for the program. Where previously there was an additional inspection fee per hotel and motel room, to simplify the structure of the fee schedule and to account for a relatively constant average amount of time spent on an inspection, the fees were changed to be assessed on a per parcel basis instead. As a result of the analysis it was determined that the fees are currently under covering the cost of maintaining the program as a whole, and that this difference will only grow as more rentals are opened in the City. Due to the removal of a per room or per unit charge for follow up inspections it was determined that the inspection fees were under recovering for instances where less than 4 units or rooms were inspected, and over recovering for 4 or greater units or rooms. Staff recommends that the fees be adjusted to the suggested levels as listed in [Appendix C](#). The revenue effect of these changes are estimated to be an overall increase to the entire program. The variable factors that make a more accurate estimate difficult are knowing the elasticity effect of increased penalties on the occurrence level of re-inspections, and it is unknown what the precise revenue affect the change to remove the per rental unit charge from the re-inspection fees will be.

Both programs also have penalty amounts that will apply for avoidable conditions, and those can be set at the City's discretion. The recommended penalty amounts are also detailed in [Appendix C](#).

POLICE

The members of the Hayward Police Department are committed to enhancing the quality of life in the city by maintaining partnerships with our diverse community, together creating safe and cohesive neighborhoods. They safeguard the lives and property of the people we serve, and to reduce the incidence and fear of crime. Animal Control services are included under Police in this analysis.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Police Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Police and Animal Control services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee would recover the costs associated with the requested service. This analysis has shown that the costs associated with Police and Animal Control services are greater than the amounts charged for most fees. It is recommended that the City set Police services at or near 100% cost recovery for most fees. There are additional services included in the fee schedule that are set based on factors outside the control of the Department such as State codes and previously established resolutions. Those fees should remain at their designated levels. All penalties are recommended to remain at their current levels as well. As a result, while there will be increases to some fees and decreases to others as detailed in [Appendix C](#), the average fee change is an increase of 34%.

FIRE

The mission of the Hayward Fire Department is to protect lives and property by providing superior fire suppression and emergency medical services (EMS), supported by prevention through responsible and innovative regulatory and educational programs.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Fire Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Fire services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee would recover the costs associated with the requested service. This analysis has shown that the costs associated with Fire services are generally greater than the amounts charged for a majority of fees. It is recommended that the City set Fire services at 100% cost recovery for most fees. As a result, while there will be increases to some fees and decreases to others as detailed in [Appendix C](#), the average fee change is an increase of 4% for fire prevention services and 13% for hazardous materials services.

INFORMATION TECHNOLOGY

The Information Technology Department prioritizes, coordinates, and implements technology initiatives that are consistent with the strategic goals and resources of the City. This includes identifying new approaches and emerging technologies that can respond to the changing methods of delivering City services to mobile constituents and staff, and to the unique operational needs of City departments.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Information Technology Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Information Technology services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee would recover the costs associated with the requested service. This analysis has shown that the costs associated with Information Technology services are greater than the amounts charged for fees. It is recommended that the City set Information Technology services at 100% cost recovery for most fees. As a result, there would be increases to fees as detailed in [Appendix C](#), the average fee change is an increase of 31%.

LIBRARY AND COMMUNITY SERVICES DEPARTMENT

The mission of the Library and Community Services Department is to deliver equal opportunity in education to every Hayward resident, and to preserve and enhance the quality of life for all members of the Hayward community.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Library and Community Services Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Library and Community services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee would recover the costs associated with the requested service. Staff proposes that fees remain at their current levels.

MAINTENANCE SERVICES DEPARTMENT

The Maintenance Services Department provides front line services that are visible to residents and contribute to a safe, clean, and green community, consistent with Council's priorities. The Department is responsible for a wide range of functions including: maintaining the City's streets; graffiti removal on public property; illegal dumping

removal in the public right-of-way; major road corridor maintenance and improvement; street sweeping and cleaning of storm drains; emergency response to street, landscape, or hazardous material spill emergencies; maintenance of public landscaping; maintenance and operation of City buildings and structures; and acquisition, maintenance, and repair of City vehicles and equipment.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Maintenance Services Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Maintenance services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee would recover the personnel costs associated with the requested service. This analysis has shown that the costs associated with Maintenance services are generally greater than the amounts charged. It is recommended that the City set Maintenance services at 100% cost recovery for most fees. As a result, there would be increases to fees as detailed in [Appendix C](#), the average fee change is an increase of 34%.

PUBLIC WORKS

The Public Works-Engineering and Transportation Department is organized into six divisions: Administration, Design/Development Services, Construction Services, Transportation, Survey, and the Executive Airport Enterprise. The Department is responsible for providing engineering and transportation support to City operating departments and divisions and for implementation of the City's Capital Improvement Program. The Department is also charged with providing oversight to and support of daily Airport operations.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Public Works Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The primary programs included in the study for Public Works is Airport and Engineering. There are no proposed changes to the Airport fees. The analysis of Engineering services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee would recover the costs associated with the requested service. This analysis has shown that the costs associated with Public Works services are generally greater than the amounts charged for a majority of fees. It is recommended that the City set most Public Works services at or near 100% cost recovery, with some individual exceptions as identified in [Appendix C](#). As a result, there would be increases to fees as detailed in [Appendix C](#), the average fee change is an increase of 10% for Engineering Services.

UTILITIES & ENVIRONMENTAL SERVICES

The Utilities & Environmental Department is responsible for management of the City's Water Distribution System and Wastewater Collection and Treatment Systems, as well as the Solid Waste and Recycling Program, and the Stormwater Management System. In addition to operating and maintaining utilities facilities and equipment, this Department is responsible for compliance with all applicable local, state, and federal regulatory requirements related to Department operations, and has responsibility for developing, implementing, coordinating, and managing sustainability programs and activities in the City, including implementation of strategies and programs contained in the City's adopted Climate Action Plan.

ANALYSIS

Willdan individually reviewed the services and programs associated with the Utilities & Environmental Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Utilities & Environmental services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee would recover the costs associated with the requested service. This analysis has shown that the costs associated with Environmental & Utilities services are generally greater than the amounts charged for a majority of fees. It is recommended that the City set most Utilities & Environmental services at or near 100% cost recovery, with some individual exceptions as identified in Exhibit B. In consultation with staff, it is recommended that the City adopt the fee increases as an incremental increase initially in the first year and a second increase in the second year to help mitigate impacts of getting to full cost for services. As a result, the average fee increase is 17% for the first year and 45% for the second year. As a result, there will be an overall increase in revenues associated with fee activity if participation levels remain the same.

APPENDIX A – TOTAL ALLOWABLE COST TO BE RECOVERED

Below are the total allowable costs that may be recovered through User Fees; however, only a percentage of the total allowable cost is realized as staff not only works on services related to User Fees, but also works on an array of other City functions during the operational hours of the City.

City of Hayward - User Fee Overhead Rate Calculations

Department	Salary and Benefits	Department Operations and Maintenance	Direct Overhead %	Cap Allocation %
CITY ATTORNEYS OFFICE	986,306	96,600	9.8%	0.0%
CITY CLERK	456,164	131,618	28.9%	0.0%
CITY MANAGERS OFFICE	2,902,841	1,274,922	43.9%	0.0%
FINANCE	3,020,742	805,255	26.7%	0.0%
FIRE	30,577,474	3,913,870	12.8%	5.9%
HUMAN RESOURCES	1,204,577	630,971	52.4%	0.0%
INFORMATION TECHNOLOGY	2,508,579	2,028,554	80.9%	0.0%
LIBRARY AND COMMUNITY SERVICES	3,256,361	1,658,337	50.9%	12.6%
MAINTENANCE SERVICES	3,440,730	1,342,412	39.0%	15.7%
MAYOR AND COUNCIL	414,403	113,399	27.4%	0.0%
POLICE	53,556,800	6,926,397	12.9%	6.5%
PUBLIC WORKS - ENGINEERING & T	4,969,082	604,014	12.2%	22.3%
PUBLIC WORKS - UTILITIES & ENV	-	2,929	0.0%	2.5%

Development Breakdown

ADMINISTRATION	682,575	50,663	7.4%	14.7%
PLANNING	2,300,280	1,596,190	69.4%	14.7%
BUILDING INSPECTION	2,399,615	1,145,894	47.8%	14.7%
CODE ENFORCEMENT	1,386,085	307,616	22.2%	14.7%

Fire Breakdown

HAZARDOUS MATERIALS	749,681	113,113	15.1%	5.9%
FIRE PREVENTION	1,850,219	390,682	21.1%	5.9%
OPERATIONS	27,262,441	3,391,141	12.4%	5.9%

APPENDIX B – FULLY BURDENED HOURLY RATES

Below are fully burdened hourly rates on an average department scale and at the staff position level for all City personnel. The FBHRs were used to determine the full cost of each service detailed in [Appendix C](#). They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. For positions in central service departments, such as the City Clerk and Finance, the overhead of central service departments is not included, as that cost is recovered through the cost allocation plan. When a central service department position works on a fee or project in the purview of an operating department, the overhead rates of the operating department (shown in [Appendix A](#)) will be applied to that central service positions' salary and benefit rate for full cost recovery. For any user fee service request that is outside the scope of the fees detailed in [Appendix C](#), or for services for which there is no fee currently set up, the City can charge up to the full cost of the FBHR for personnel involved.

City of Hayward - User Fee

Fully Burdened Hourly Rate Calculation - Full Time Employees

Department	Dept/Position	Fully Burdened Hourly Rate
CITY ATTORNEYS OFFICE	CITY ATTORNEYS OFFICE	112.53
CITY CLERK	CITY CLERK	101.84
CITY MANAGERS OFFICE	CITY MANAGERS OFFICE	121.27
PUBLIC WORKS - ENGINEERING & T	PUBLIC WORKS - ENGINEERING & T	122.56
FINANCE	FINANCE	90.38
FIRE	FIRE	158.46
HUMAN RESOURCES	HUMAN RESOURCES	113.83
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY	168.99
MAYOR AND COUNCIL	MAYOR AND COUNCIL	29.43
MAINTENANCE SERVICES	MAINTENANCE SERVICES	115.50
POLICE	POLICE	132.30
LIBRARY AND COMMUNITY SERVICES	LIBRARY AND COMMUNITY SERVICES	106.85
PUBLIC WORKS - UTILITIES & ENV	PUBLIC WORKS - UTILITIES & ENV	80.76
PLANNING	PLANNING	163.58
BUILDING INSPECTION	BUILDING INSPECTION	142.87
CODE ENFORCEMENT	CODE ENFORCEMENT	105.15
FIRE	HAZARDOUS MATERIALS	165.21
FIRE	FIRE PREVENTION	221.26
FIRE	OPERATIONS	160.76

City of Hayward - User Fee

Fully Burdened Hourly Rate Calculation - Full Time Employees

Department	Dept/Position	Fully Burdened Hourly Rate
BUILDING INSPECTION	Bldg: Administrative Clerk II	88.04
BUILDING INSPECTION	Bldg: Building Inspector	146.72
BUILDING INSPECTION	Bldg: City Building Official	232.83
BUILDING INSPECTION	Bldg: Permit Technician	112.61
BUILDING INSPECTION	Bldg: Plan Checker	118.39
BUILDING INSPECTION	Bldg: Plan Checking Engineer	190.67
BUILDING INSPECTION	Bldg: Secretary	110.17
BUILDING INSPECTION	Bldg: Senior Permit Technician	108.32
BUILDING INSPECTION	Bldg: Senior Plan Checker	153.46
BUILDING INSPECTION	Bldg: Sr Bldg Inspector/Electrical	170.38
BUILDING INSPECTION	Bldg: Sr Bldg Inspector/Plum-Mech	167.28
BUILDING INSPECTION	Bldg: Sr Bldg Inspector/Structural	159.39
BUILDING INSPECTION	Bldg: Supervising Building Inspector	179.81
BUILDING INSPECTION	Bldg: Supervising Plan Chkr & Exped	172.72
CITY ATTORNEYS OFFICE	CA: Assistant City Attorney	125.94
CITY ATTORNEYS OFFICE	CA: City Attorney	175.87
CITY ATTORNEYS OFFICE	CA: Deputy City Attorney II	96.83
CITY ATTORNEYS OFFICE	CA: Legal Secretary II	76.84
CITY ATTORNEYS OFFICE	CA: Paralegal	79.72
CITY CLERK	CC: City Clerk	127.01
CITY CLERK	CC: Deputy City Clerk	99.92
CITY CLERK	CC: Management Analyst II	103.50
CITY CLERK	CC: Senior Secretary	76.92
ADMINISTRATION	CD Admin: Administrative Clerk II	53.21
ADMINISTRATION	CD Admin: Administrative Secretary	78.85
ADMINISTRATION	CD Admin: Dep Dir Of Dev Services	163.05
ADMINISTRATION	CD Admin: Director Of Development Svcs	184.55
ADMINISTRATION	CD Admin: Management Analyst II	103.37
CODE ENFORCEMENT	Code: Administrative Clerk I	73.60
CODE ENFORCEMENT	Code: Administrative Clerk II	74.47
CODE ENFORCEMENT	Code: Code Enforcement Inspector II	116.78
CODE ENFORCEMENT	Code: Code Enforcement Supervisor	134.40
CODE ENFORCEMENT	Code: Senior Secretary	84.20
CODE ENFORCEMENT	Code: Sr Code Enforcement Inspector	117.24
CITY MANAGERS OFFICE	CM: Administrative Clerk I	73.93
CITY MANAGERS OFFICE	CM: Administrative Clerk II	74.80
CITY MANAGERS OFFICE	CM: Assistant City Manager	245.06
CITY MANAGERS OFFICE	CM: Audio Video Specialist	98.47

City of Hayward - User Fee

Fully Burdened Hourly Rate Calculation - Full Time Employees

Department	Dept/Position	Fully Burdened Hourly Rate
CITY MANAGERS OFFICE	CM: City Manager	274.19
CITY MANAGERS OFFICE	CM: Code Enforcement Inspector II	117.29
CITY MANAGERS OFFICE	CM: Code Enforcement Supervisor	134.99
CITY MANAGERS OFFICE	CM: Comm & Media Relations Officer	137.15
CITY MANAGERS OFFICE	CM: Econ Development Specialist	124.27
CITY MANAGERS OFFICE	CM: Economic Development Manager	181.84
CITY MANAGERS OFFICE	CM: Executive Assistant	103.86
CITY MANAGERS OFFICE	CM: Management Analyst II	126.55
CITY MANAGERS OFFICE	CM: Management Fellow	54.68
CITY MANAGERS OFFICE	CM: Neighborhood Development Mgr	187.44
CITY MANAGERS OFFICE	CM: Senior Secretary	84.57
CITY MANAGERS OFFICE	CM: Sr Code Enforcement Inspector	117.75
CITY MANAGERS OFFICE	CM: Video Assistant	47.19
CITY MANAGERS OFFICE	CM: Web Specialist	123.76
PUBLIC WORKS - ENGINEERING & T	Engin: Administrative Secretary	82.77
PUBLIC WORKS - ENGINEERING & T	Engin: Airport Maintenanceworker	93.31
PUBLIC WORKS - ENGINEERING & T	Engin: Airport Manager	166.54
PUBLIC WORKS - ENGINEERING & T	Engin: Airport Operations Supervisor	144.30
PUBLIC WORKS - ENGINEERING & T	Engin: Assistant City Engineer	179.81
PUBLIC WORKS - ENGINEERING & T	Engin: Assistant Transportation Engr	131.32
PUBLIC WORKS - ENGINEERING & T	Engin: Assoc Civil Engineer	133.66
PUBLIC WORKS - ENGINEERING & T	Engin: Assoc Transportation Engineer	132.93
PUBLIC WORKS - ENGINEERING & T	Engin: Assoc Transportation Planner	126.24
PUBLIC WORKS - ENGINEERING & T	Engin: Construction Inspector	115.95
PUBLIC WORKS - ENGINEERING & T	Engin: Director Of Public Works	230.98
PUBLIC WORKS - ENGINEERING & T	Engin: Engineering Technician	100.80
PUBLIC WORKS - ENGINEERING & T	Engin: Management Analyst II	115.10
PUBLIC WORKS - ENGINEERING & T	Engin: Noise Abatement Analyst	80.87
PUBLIC WORKS - ENGINEERING & T	Engin: Secretary	80.05
PUBLIC WORKS - ENGINEERING & T	Engin: Senior Civil Engineer	145.19
PUBLIC WORKS - ENGINEERING & T	Engin: Senior Construction Inspector	133.78
PUBLIC WORKS - ENGINEERING & T	Engin: Senior Secretary	84.47
PUBLIC WORKS - ENGINEERING & T	Engin: Senior Transportation Engineer	160.96
PUBLIC WORKS - ENGINEERING & T	Engin: Sr Airport Maintenance Worker	100.20
PUBLIC WORKS - ENGINEERING & T	Engin: Supervising Construction Insp	154.69
PUBLIC WORKS - ENGINEERING & T	Engin: Survey Engineer	149.65
PUBLIC WORKS - ENGINEERING & T	Engin: Surveyor	121.70
PUBLIC WORKS - ENGINEERING & T	Engin: Traffic Signal Technician	101.88
PUBLIC WORKS - ENGINEERING & T	Engin: Transportation Manager	146.37

City of Hayward - User Fee

Fully Burdened Hourly Rate Calculation - Full Time Employees

Department	Dept/Position	Fully Burdened Hourly Rate
FINANCE	Fin: Accountant	84.50
FINANCE	Fin: Accounting Manager	137.71
FINANCE	Fin: Administrative Clerk I	66.13
FINANCE	Fin: Budget Officer	124.02
FINANCE	Fin: Customer Account Clerk	62.19
FINANCE	Fin: Data Systems Operator	67.22
FINANCE	Fin: Deputy Director Of Finance	139.84
FINANCE	Fin: Director Of Finance	208.66
FINANCE	Fin: Finance Technician	90.75
FINANCE	Fin: Mail & Purchasing Clerk	60.17
FINANCE	Fin: Management Analyst II	100.41
FINANCE	Fin: Purchasing & Services Manager	113.15
FINANCE	Fin: Purchasing Technician	78.71
FINANCE	Fin: Revenue Manager	142.99
FINANCE	Fin: Senior Account Clerk	76.15
FINANCE	Fin: Senior Accountant	122.83
FINANCE	Fin: Senior Customer Account Clerk	78.84
FIRE	Fire: Administrative Clerk II	61.35
FIRE	Fire: Apparatus Operator (56 Hr)	159.41
FIRE	Fire: Battalion Chief (56 Hr)	227.54
FIRE	Fire: Deputy Fire Chief (40 Hr)	267.24
FIRE	Fire: Emergency Medical Svcs Coord	115.32
FIRE	Fire: Environmental Specialist	123.72
FIRE	Fire: Fire Captain (56 Hr)	180.92
FIRE	Fire: Fire Chief	260.54
FIRE	Fire: Fire Marshal (40 Hr)	212.02
FIRE	Fire: Fire Prevention Insp (40 Hr)	145.09
FIRE	Fire: Fire Protection Engineer	134.41
FIRE	Fire: Fire Services Supervisor	117.58
FIRE	Fire: Fire Services Technician II	81.54
FIRE	Fire: Fire Training Officer (40 Hr)	232.37
FIRE	Fire: Firefighter (56 Hr)	135.02
FIRE	Fire: Haz Mat Investigator	100.96
FIRE	Fire: Haz Mat Program Coordinator	136.88
FIRE	Fire: Mail Clerk	62.67
FIRE	Fire: Management Analyst II	113.23
FIRE	Fire: Senior Secretary	68.85
FIRE	Fire: Staff Fire Captain (40 Hr)	180.59

City of Hayward - User Fee

Fully Burdened Hourly Rate Calculation - Full Time Employees

Department	Dept/Position	Fully Burdened Hourly Rate
HUMAN RESOURCES	HR: Administrative Intern	51.95
HUMAN RESOURCES	HR: Director Of Human Resources	208.68
HUMAN RESOURCES	HR: Human Resources Analyst II	121.22
HUMAN RESOURCES	HR: Human Resources Technician	87.76
HUMAN RESOURCES	HR: Senior Human Resources Analyst	134.72
INFORMATION TECHNOLOGY	IT: Administrative Secretary	136.06
INFORMATION TECHNOLOGY	IT: Director Of Info Tech/Cio	240.86
INFORMATION TECHNOLOGY	IT: Geographic Info Systems Coord	174.82
INFORMATION TECHNOLOGY	IT: Information Technology Manager	195.99
INFORMATION TECHNOLOGY	IT: It Analyst II	173.31
INFORMATION TECHNOLOGY	IT: It Technician	152.99
INFORMATION TECHNOLOGY	IT: Programmer Analyst	150.19
INFORMATION TECHNOLOGY	IT: Tech Solutions Analyst II	171.04
MAYOR AND COUNCIL	M&C: City Council	26.24
MAYOR AND COUNCIL	M&C: Mayor	48.57
MAINTENANCE SERVICES	Maint: Administrative Secretary	120.98
MAINTENANCE SERVICES	Maint: Director Of Maintenance Svcs	204.79
MAINTENANCE SERVICES	Maint: Electrician II	146.01
MAINTENANCE SERVICES	Maint: Equipment Mechanic II	114.40
MAINTENANCE SERVICES	Maint: Equipment Parts Storekeeper	106.21
MAINTENANCE SERVICES	Maint: Facilities & Building Manager	161.76
MAINTENANCE SERVICES	Maint: Facilities Carpenter II	131.20
MAINTENANCE SERVICES	Maint: Facilities Painter II	128.50
MAINTENANCE SERVICES	Maint: Facilities Serviceworker II	91.73
MAINTENANCE SERVICES	Maint: Fleet Management Supervisor	158.50
MAINTENANCE SERVICES	Maint: Groundskeeper I	101.42
MAINTENANCE SERVICES	Maint: Groundskeeper II	117.02
MAINTENANCE SERVICES	Maint: Groundskeeper III	105.21
MAINTENANCE SERVICES	Maint: Hvac Mechanic	146.01
MAINTENANCE SERVICES	Maint: Landscape Maint Supervisor	150.32
MAINTENANCE SERVICES	Maint: Maintenance Leader	116.51
MAINTENANCE SERVICES	Maint: Maintenance Worker	97.71
MAINTENANCE SERVICES	Maint: Management Analyst II	143.70
MAINTENANCE SERVICES	Maint: Senior Maintenance Leader	129.38
MAINTENANCE SERVICES	Maint: Senior Secretary	97.33
MAINTENANCE SERVICES	Maint: Streets Maintenance Manager	170.63
MAINTENANCE SERVICES	Maint: Sweeper Equipment Operator	108.27
MAINTENANCE SERVICES	Maint: Tree Trimmer	118.14

City of Hayward - User Fee

Fully Burdened Hourly Rate Calculation - Full Time Employees

Department	Dept/Position	Fully Burdened Hourly Rate
PLANNING	Plan: Administrative Clerk II	104.64
PLANNING	Plan: Assistant Planner	140.60
PLANNING	Plan: Associate Planner	173.47
PLANNING	Plan: Development Review Engineer	223.70
PLANNING	Plan: Development Review Specialist	130.79
PLANNING	Plan: Landscape Architect	195.15
PLANNING	Plan: Planning Manager	231.60
PLANNING	Plan: Principal Planner	229.38
PLANNING	Plan: Secretary	105.81
PLANNING	Plan: Senior Planner	178.73
PLANNING	Plan: Senior Secretary	115.99
POLICE	Police:	132.58
POLICE	Police: Administrative Secretary	84.01
POLICE	Police: Animal Care Attendant	59.92
POLICE	Police: Animal Control Officer	68.74
POLICE	Police: Animal Services Administrator	119.31
POLICE	Police: Call Taker	74.87
POLICE	Police: Chief Of Police	282.84
POLICE	Police: Communications Administrator	111.28
POLICE	Police: Communications Operator	86.07
POLICE	Police: Communications Supervisor	98.28
POLICE	Police: Community Service Officer	80.42
POLICE	Police: Counseling Supervisor	117.95
POLICE	Police: Crime Analyst	113.95
POLICE	Police: Crime Prevention Specialist	81.61
POLICE	Police: Crime Scene Technician	76.04
POLICE	Police: Environmental Specialist	110.90
POLICE	Police: Family Counselor I	93.53
POLICE	Police: Inspector	179.06
POLICE	Police: Jail Administrator	116.56
POLICE	Police: Jail Supervisor	92.00
POLICE	Police: Operations Support Svcs Mgr	161.15
POLICE	Police: P & T Administrator	131.78
POLICE	Police: Police Captain	236.89
POLICE	Police: Police Lieutenant	215.17
POLICE	Police: Police Officer	152.37
POLICE	Police: Police Programs Analyst	105.74
POLICE	Police: Police Records Clerk II	66.15

City of Hayward - User Fee

Fully Burdened Hourly Rate Calculation - Full Time Employees

Department	Dept/Position	Fully Burdened Hourly Rate
POLICE	Police: Police Sergeant	188.94
POLICE	Police: Prop & Evidence Administrator	116.87
POLICE	Police: Property Technician	74.75
POLICE	Police: Records Administrator	112.10
POLICE	Police: Records Supervisor	92.76
POLICE	Police: Secretary	70.48
POLICE	Police: Senior Management Analyst	115.24
POLICE	Police: Shelter Operations Supervisor	74.82
POLICE	Police: Shelter Volunteer Coord	66.72
POLICE	Police: Supervising Librarian I	122.61
POLICE	Police: Yfsb Administrator	135.47
LIBRARY AND COMMUNITY SERVICES	Rec: Administrative Clerk II	96.81
LIBRARY AND COMMUNITY SERVICES	Rec: Administrative Secretary	111.64
LIBRARY AND COMMUNITY SERVICES	Rec: Community Services Manager	172.28
LIBRARY AND COMMUNITY SERVICES	Rec: Director Of Lib & Comnty Svcs	258.78
LIBRARY AND COMMUNITY SERVICES	Rec: Housing Development Specialist	154.46
LIBRARY AND COMMUNITY SERVICES	Rec: Info Systems Support Tech	126.52
LIBRARY AND COMMUNITY SERVICES	Rec: Lead Library Assistant	93.53
LIBRARY AND COMMUNITY SERVICES	Rec: Librarian I	109.87
LIBRARY AND COMMUNITY SERVICES	Rec: Librarian I Pt	115.00
LIBRARY AND COMMUNITY SERVICES	Rec: Library Assistant	79.09
LIBRARY AND COMMUNITY SERVICES	Rec: Library Assistant Pt	78.37
LIBRARY AND COMMUNITY SERVICES	Rec: Library Operations Manager	134.52
LIBRARY AND COMMUNITY SERVICES	Rec: Library Page	35.95
LIBRARY AND COMMUNITY SERVICES	Rec: Literacy Program Coordinator	122.49
LIBRARY AND COMMUNITY SERVICES	Rec: Management Analyst II	152.90
LIBRARY AND COMMUNITY SERVICES	Rec: Senior Library Assistant	102.14
LIBRARY AND COMMUNITY SERVICES	Rec: Senior Library Page	63.99
LIBRARY AND COMMUNITY SERVICES	Rec: Sr Property Rehab Spec	170.18
LIBRARY AND COMMUNITY SERVICES	Rec: Supervising Librarian I	135.17
LIBRARY AND COMMUNITY SERVICES	Rec: Volunteer Prog Asst	79.14
LIBRARY AND COMMUNITY SERVICES	Rec: Volunteer Prog Asst Pt	106.02
PUBLIC WORKS - UTILITIES & ENV	Util: Accounting Manager	105.83
PUBLIC WORKS - UTILITIES & ENV	Util: Administrative Intern	51.93
PUBLIC WORKS - UTILITIES & ENV	Util: Administrative Secretary	68.25
PUBLIC WORKS - UTILITIES & ENV	Util: Assoc Civil Engineer	103.74
PUBLIC WORKS - UTILITIES & ENV	Util: Assoc Civil Engineer Pt	109.13
PUBLIC WORKS - UTILITIES & ENV	Util: Backflow/Cross Connect Tester	70.04

City of Hayward - User Fee

Fully Burdened Hourly Rate Calculation - Full Time Employees

Department	Dept/Position	Fully Burdened Hourly Rate
PUBLIC WORKS - UTILITIES & ENV	Util: Chemist	74.15
PUBLIC WORKS - UTILITIES & ENV	Util: Cross Connect Control Spec	67.69
PUBLIC WORKS - UTILITIES & ENV	Util: Director Of Public Works	171.83
PUBLIC WORKS - UTILITIES & ENV	Util: Electrician II	95.09
PUBLIC WORKS - UTILITIES & ENV	Util: Environmental Services Manager	122.56
PUBLIC WORKS - UTILITIES & ENV	Util: Equipment Operator	69.97
PUBLIC WORKS - UTILITIES & ENV	Util: Lab Supervisor	108.48
PUBLIC WORKS - UTILITIES & ENV	Util: Laboratory Technician	79.35
PUBLIC WORKS - UTILITIES & ENV	Util: Maintenance Worker	63.88
PUBLIC WORKS - UTILITIES & ENV	Util: Management Analyst II	79.25
PUBLIC WORKS - UTILITIES & ENV	Util: Operator-In-Training	72.38
PUBLIC WORKS - UTILITIES & ENV	Util: Secretary	58.32
PUBLIC WORKS - UTILITIES & ENV	Util: Senior Management Analyst	98.25
PUBLIC WORKS - UTILITIES & ENV	Util: Senior Secretary	67.11
PUBLIC WORKS - UTILITIES & ENV	Util: Senior Utilities Engineer	108.60
PUBLIC WORKS - UTILITIES & ENV	Util: Senior Utility Leader	85.69
PUBLIC WORKS - UTILITIES & ENV	Util: Senior Utility Leader - Sewer	90.05
PUBLIC WORKS - UTILITIES & ENV	Util: Senior Utility Service Rep.	89.97
PUBLIC WORKS - UTILITIES & ENV	Util: Solid Waste Manager	108.00
PUBLIC WORKS - UTILITIES & ENV	Util: Sr Utility Customer Svc Leader	82.94
PUBLIC WORKS - UTILITIES & ENV	Util: Sr Wpsc Inspector	90.58
PUBLIC WORKS - UTILITIES & ENV	Util: Storekeeper - Expediter	68.49
PUBLIC WORKS - UTILITIES & ENV	Util: Sustainability Tech/Assist	61.34
PUBLIC WORKS - UTILITIES & ENV	Util: Technical Intern	52.86
PUBLIC WORKS - UTILITIES & ENV	Util: Util Field Svcs Supervisor	100.17
PUBLIC WORKS - UTILITIES & ENV	Util: Utilities Maintenance Mechanic	78.90
PUBLIC WORKS - UTILITIES & ENV	Util: Utilities O & M Manager	108.08
PUBLIC WORKS - UTILITIES & ENV	Util: Utilities O & M Supervisor	113.98
PUBLIC WORKS - UTILITIES & ENV	Util: Utilities Service Worker	60.02
PUBLIC WORKS - UTILITIES & ENV	Util: Utility Leader	76.23
PUBLIC WORKS - UTILITIES & ENV	Util: Utility Leader-Sewer	79.79
PUBLIC WORKS - UTILITIES & ENV	Util: Utility Worker	70.01
PUBLIC WORKS - UTILITIES & ENV	Util: Utility Worker-Sewer	68.03
PUBLIC WORKS - UTILITIES & ENV	Util: Water Meter Mechanic	72.11
PUBLIC WORKS - UTILITIES & ENV	Util: Water Meter Reader	66.25
PUBLIC WORKS - UTILITIES & ENV	Util: Water Meter Reader Pt	64.41
PUBLIC WORKS - UTILITIES & ENV	Util: Water Pollution Control Admin	99.75
PUBLIC WORKS - UTILITIES & ENV	Util: Wpcf Lead Operator	84.35

City of Hayward - User Fee

Fully Burdened Hourly Rate Calculation - Full Time Employees

Department	Dept/Position	Fully Burdened Hourly Rate
PUBLIC WORKS - UTILITIES & ENV	Util: Wpcf Maintenance Supervisor	113.65
PUBLIC WORKS - UTILITIES & ENV	Util: Wpcf Manager	113.70
PUBLIC WORKS - UTILITIES & ENV	Util: Wpcf Operations Supervisor	107.00
PUBLIC WORKS - UTILITIES & ENV	Util: Wpcf Operator	68.41
PUBLIC WORKS - UTILITIES & ENV	Util: Wpcf Ops & Maintenance Mgr	118.41
PUBLIC WORKS - UTILITIES & ENV	Util: Wpsc Inspector	84.96
PUBLIC WORKS - UTILITIES & ENV	Util: Wstewtr Coll Sys Sprvsr	107.56

APPENDIX C – COST RECOVERY ANALYSIS & SUGGESTED FEE LEVELS

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees in which the full cost, percent targeted cost recovery level, or percent change is listed as “NA”, the amount or percentage was not calculable based on cost data or variable fee structure. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one to one basis, a full cost was not calculated (for penalties and fines), or when there is not a current fee amount to compare against.

All City Departments

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Administrative Citations	First Violation			NA	100.00	NA	\$ 100.00	0%
Administrative Citations	Second Violation			NA	200.00	NA	\$ 200.00	0%
Administrative Citations	Third and Subsequent Violations			NA	500.00	NA	\$ 500.00	0%
CD-ROM or DVD		each		\$ 20.00	20.00	100%	\$ 20.00	0%
Dishonored or Returned Payment from Bank or Credit Card	If paid within 30 days of notification			NA	\$25 + check amount	100%	\$25 + check amount	NA
Dishonored or Returned Payment from Bank or Credit Card	If paid after 30 days of notification		Subject to forgiveness of all or a portion of the fee by the Director of Finance. As authorized by the California Civil Code 1719 but not less than \$25.00	NA	As authorized by Civil Code 1719	100%	As authorized by Civil Code 1719	NA
Credit/Debit Card Payment Transaction Fee		per transaction		NA	3.95	100%	\$ 3.95	0%
Clerk-Assited Telephone Credit/Debit Card Payment			or 3%, whichever is greater	NA	3.95	100%	\$ 3.95	0%
Photocopying of File Materials	Black and White Copy (letter or legals)	per page		Variable	.5 first ten, .10 thereafter	100%	.5 first ten, .10 thereafter	NA
Photocopying of File Materials	Black and White Copy (11x17)	per page		Variable	1.00 first ten, .20 thereafter	100%	1.00 first ten, .20 thereafter	NA
Photocopying of File Materials	Color Copy (letter amd legal sizes)	per page		Variable	0.75	100%	\$ 0.75	0%
Photocopying of File Materials	Color Copy (11x17)	per page		Variable	1.50	100%	\$ 1.50	0%
	Research or Analysis of Records	per hour	involving more than 15 minutes (min \$20 charge)	\$ 76.92	39.00	100%	\$ 76.00	95%
Smoking Ordinance	Smokers Violating the Ordinance	per violation		NA	50.00	NA	\$ 50.00	0%
Smoking Ordinance	Fine for Business failure to enforce (1st Offense)			NA	1,000.00	NA	\$ 1,000.00	0%
Smoking Ordinance	Fine for Business failure to enforce (2nd Offense)			NA	1,500.00	NA	\$ 1,500.00	0%
Smoking Ordinance	Fine for Business failure to enforce (3rd Offense)			NA	2,000.00	NA	\$ 2,000.00	0%
Tobacco Ordinance	First Offense		penalty; 30 day TRL suspension	NA	1,500.00	NA	\$ 1,500.00	0%
Tobacco Ordinance	Second Offense		penalty; 30 day TRL suspension	NA	3,000.00	NA	\$ 3,000.00	0%
Tobacco Ordinance	Third Offense		penalty; 30 day TRL suspension	NA	5,000.00	NA	\$ 5,000.00	0%
Reinspection Fee				\$ 117.24	125.00	100%	\$ 117.00	-6%

City Clerk

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Certification of Documents	First Page			\$ 13.32	15.00	100%	\$ 13.00	-13%
Certification of Documents	Each Succeeding Pages	per page		\$ 6.91	6.00	100%	\$ 7.00	17%
Certificate of Residency		per issuance		\$ 19.23	15.00	78%	\$ 15.00	0%
Photocopying of Public Records Black & White Copy: 8.5x11 or 14		first page		Variable	0.50	100%	\$ 0.50	0%
Photocopying of Public Records Black & White Copy: 8.5x11 or 14		each subsequent page	same document	Variable	0.10	100%	\$ 0.10	0%
Photocopying of Public Records Black & White Copy: 11x17		first page		Variable	1.00	100%	\$ 1.00	0%
Photocopying of Public Records Black & White Copy: 11x17		each subsequent page	same document	Variable	0.20	100%	\$ 0.20	0%
Photocopying of Public Records Color Copy: 8.5x11 or 14		per page		Variable	0.75	100%	\$ 0.75	0%
Photocopying of Public Records Color Copy: 11x17		per page		Variable	1.50	100%	\$ 1.50	0%
Photocopying of Public Records Photocopying of FPPC forms/statements		per page	Per Government Code 81008	NA	0.10	100%	\$ 0.10	0%
Traffic Code				NA	10.00	NA	\$ 10.00	0%
Traffic Regulations				NA	10.00	NA	\$ 10.00	0%
Reproduction of DVD of Meetings	City Council	per Disc	admin fee +actual contractor's invoice charges	\$ 20.00	20.00	100%	\$ 20.00	0%
Reproduction of DVD of Meetings	Planning Commission	per Disc	admin fee +actual contractor's invoice charges	\$ 20.00	20.00	100%	\$ 20.00	0%
Publication of "Notice of Intent to Circulate a Petition for Municipal Initiative"			refundable if a sufficient petition is filed within one year; Per Cal Election Code 9202b	NA	200.00	NA	\$ 200.00	0%
Election Year	Publication cost of the candidate's statement in the sample ballot pamphlet			Variable	actual printer cost	100%	actual printer cost	NA
Notary Service		per document	set by state statute	NA	10.00	NA	\$ 10.00	0%
Passport Service	Passport Fee (age 16 and over)		Set and Payable to US Dept of State	NA	110.00	NA	\$ 110.00	0%
Passport Service	Passport Fee (under 16)		Set and Payable to US Dept of State	NA	80.00	NA	\$ 80.00	0%
Passport Service	Passport Execution Fee		Set by US Dept of State, Payable to City of Hayward	NA	25.00	NA	\$ 25.00	0%
Passport Service	Express Mail from COH to LA		Set by USPS, Payable to City of Hayward	NA	22.95	NA	Set by USPS	NA
Passport Service	Express Mail from State to Customer		Set and Payable to US Dept of State	NA	20.66	NA	Set by US Dept of State	NA
Passport Service	Passport Photo		Payable to City of Hayward	\$ 19.23	7.50	39%	\$ 7.50	0%

Finance

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee
Operating Permits	Bingo Permit - Initial or Renewal			\$ 28.85	50.00	100%	\$ 28.00
Operating Permits	Card Club Permit - Application Fee			\$ 94.67	40.00	100%	\$ 94.00
Operating Permits	Card Club Permit - Annual Table Fee	per table		\$ 142.01	8,693.00	100%	\$ 142.00
Operating Permits	Closeout Sale Permit - Initial Fee			\$ 24.50	76.00	100%	\$ 24.00
Operating Permits	Closeout Sale Permit - Renewal			\$ 24.50	67.00	100%	\$ 24.00
Operating Permits	Cabarets and Dance Licenses and Permits: Annual License	per year	payable quarterly in advance	\$ 24.50	103.00	100%	\$ 24.00
Operating Permits	Preferential Parking Permit - Initial Fee & Biennial Renewal Fee		up to two residential or visitor permits	\$ 18.55	50.00	100%	\$ 18.00
Operating Permits	Preferential Parking Permit - Each additional residential permit			\$ 6.68	25.00	100%	\$ 6.00
Operating Permits	Preferential Parking Permit - Each additional visitor permit			\$ 6.68	25.00	100%	\$ 6.00
Operating Permits	Preferential Parking Permit - Permit Replacement Fee			\$ 11.87	10.00	100%	\$ 11.00
Operating Permits	Tobacco Retailer License - Initial or Renewal Fee			\$ 10.37	400.00	100%	\$ 10.00
Miscellaneous Fees	Monthly Listing of New Hayward Based Businesses	per month		\$ 15.12	5.50	100%	\$ 15.00
Miscellaneous Fees	Business Verification/Ownership Research	per business		\$ 23.51	8.00	100%	\$ 23.00
Miscellaneous Fees	Parking Tax Offset Fee			\$ 2.50	2.50	100%	\$ 2.50
Miscellaneous Fees	Credit/Debit Card Payment Transaction Fee	per Transaction		\$ 3.95	3.95	100%	\$ 3.95
Miscellaneous Fees	Clerk-Assisted Telephone Credit/Debit Card Payment			\$ 2.50	3.95 or 3% whichever is higher	100%	\$ 2.50
Annual Business License Processing Fee	Cost for maintaining/processing business records in our Munis system - Database Fee	per record		\$ 19.31	New	52%	\$ 10.00
Customer Initiated Chargeback Fee	Cost recovery for time spent processing chargebacks.	per chargeback		\$ 62.40	New	40%	\$ 25.00

City Manager

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Administrative Services	Economic Development Committee Agenda		per year		\$ 4.00	4.00	100%	\$ 4.00	0%
Administrative Services	Economic Development Committee Minutes		per year		\$ 4.00	4.00	100%	\$ 4.00	0%
Administrative Services	Economic Profile or Plan		each		\$ 5.00	5.00	100%	\$ 5.00	0%
Administrative Services	Annual Bonds Issue Fees				NA	1/8 of 1% of bond amount	NA	1/8 of 1% of bond amount	NA
Administrative Services	Low Income Mortgage Credit				NA	2% of first year's credit payable as part of State Fee	NA	2% of first year's credit payable as part of State Fee	NA
Economic Development	Hayward Film Permit	Film Permit applications	per day		NA	125.00	NA	\$ 125.00	0%
Economic Development	Hayward Film Permit	Expedited Film Permit (3-5 days)		excludes larger productions	NA	250.00	NA	\$ 250.00	0%
Economic Development	Hayward Film Permit	Film Permit (TV series, movies, feature films, pilots)	per day		NA	175.00	NA	\$ 175.00	0%
Economic Development	Hayward Film Permit	Minor Encroachment Permit (filming)	flat fee	excluding work to be performed by Public Works, i.e. no traffic control plan provided, just review	NA	834.00	NA	\$ 834.00	0%
Economic Development	Hayward Film Permit	Major Encroachment Permit (filming)	flat fee	includes work from Public Works, traffic control plan	NA	1,507.00	NA	\$ 1,507.00	0%
Economic Development	Hayward Film Permit	Police clearance (filing)	hourly		NA	105.00	NA	\$ 105.00	0%
Economic Development	Hayward Film Permit	Fire Permit (filming)	flat fee	does not include cost if presence is required at event	NA	100.00	NA	\$ 100.00	0%
Economic Development	Hayward Film Permit	Filming on City Property/Facilities/Hangers (varies)	per day	Airport Property and Hangars- filming and photography requests will be authorized at the discretion of the Airport Manager provided that the requested activity will in no way interfere with the safe, orderly and uninterrupted use of Airport facilities by Airport users or portrays the Airport in a negative manner. (extra labor, security, engineering or comparable cost are not included)	NA	1,500.00	NA	\$ 1,500.00	0%
Economic Development	Hayward Film Permit	Filming at City Hall	per day	Does not include cost of guard, janitorial and insurance	NA	575.00	NA	\$ 575.00	0%

Planning

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Planning	Pre Application Meeting				NA	No Charge	0%	No Charge	NA
Planning	Code Assistance Meeting				NA	No Charge	0%	No Charge	NA
Planning	Annexation Proceedings		Deposit		NA	15,000.00	100%	\$ 15,000.00	0%
Planning	LAFCO Utility Service Agreement		Deposit	Preparation of documents in connection with utility service to property outside of the City limits	NA	5,000.00	100%	\$ 5,000.00	0%
Planning	Environment Assessment (Contract) Consultant Oversight		Deposit		NA	5,000.00	100%	\$ 5,000.00	0%
Planning	General Plan Amendment		Deposit		NA	12,000.00	100%	\$ 12,000.00	0%
Planning	Text Change to Zoning Ordinance		Deposit		NA	12,000.00	100%	\$ 12,000.00	0%
Planning	Rezoning and Prezoning		Deposit	Including New or Major Modification to a Planned Development	NA	12,000.00	100%	\$ 12,000.00	0%
Planning	Rezoning		Deposit	Planned Development Precise Plan or Preliminary Plan Minor Modification	NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Conditional Use Permit		Deposit		NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Administrative Use Permit	Chickens	Per Application		NA	500.00	NA	\$ 500.00	0%
Planning	Administrative Use Permit	Food Vendors	Per Box		NA	700.00	NA	\$ 700.00	0%
Planning	Administrative Use Permit	Unattended Collection Boxes	Deposit		NA	1,300.00	100%	\$ 1,300.00	0%
Planning	Administrative Use Permit	Processed Administratively	Deposit		NA	2,000.00	100%	\$ 2,000.00	0%
Planning	Administrative Use Permit	Involving Public Hearing	Deposit		NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Site Plan Review	Processed Administratively	Deposit		NA	2,000.00	100%	\$ 2,000.00	0%
Planning	Site Plan Review	Involving Public Hearing	Deposit		NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Variance/Warrants - Processed Administratively		Deposit		NA	2,000.00	100%	\$ 2,000.00	0%
Planning	Variance/Warrants & Exceptions - Involving Public Hearing		Deposit		NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Modifications of Approved Development Plan - Processed Administratively		Deposit		NA	2,000.00	100%	\$ 2,000.00	0%
Planning	Modification of Rehearing Approved Development Plan - Involving Public Hearing		Deposit		NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Extension of Approved Development Plan/ Applications	Extension of Approved Development Plan/ Applications	Deposit		NA	1,000.00	100%	\$ 1,000.00	0%
Planning	Designation of Historical or Architectural Significance		Deposit		NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Development Agreement	Annual Review	Deposit		NA	12,000.00	100%	\$ 12,000.00	0%
Planning	Development Agreement	Amendment Processing	Deposit		NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Development Agreement	Review of application, negotiation of agreements. Processing through Planning Commission and City Council	Deposit		NA	1,000.00	100%	\$ 1,000.00	0%
Planning	Written Verification of Zoning Designation or Similar Requests		Per Application		NA	500.00	NA	\$ 500.00	0%
Planning	Research		Per hour after first 15 minutes	\$41 for first 15 minutes	\$ 163.58	\$216 plus \$41	100%	\$ 163.00	NA
Planning	Zoning Conformance Permit		Per Application		NA	210.00	NA	\$ 210.00	0%
Planning	Sign Permits	One Business			\$ 327.16	300.00	100%	\$ 327.00	9%
Planning	Sign Permits	Each Additional Business - same application			\$ 327.16	250.00	100%	\$ 327.00	31%
Planning	Sign Permits	Temporary Sign Permit	Deposit	Banners, Flags, Streamers, Pennants, Bunting, Searchlights, Inflatable Signs, Human Signs; plus \$200 Deposit	NA	\$100 fee + \$200	100%	\$100 fee + \$200	NA
Planning	Sign Permits	Portable/A-Fram Signs		Revocable Encroachment Permit	\$ 327.16	50.00	100%	\$ 327.00	554%
Planning	Sign Permits	Mural Art Signs		Registration Fee	\$ 490.74	50.00	100%	\$ 490.00	880%
Planning	Sign Program				\$ 817.91	1,500.00	100%	\$ 817.00	-46%
Planning	Appeal Fee for Applicant		Deposit		NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Appeal Fee Other Than Applicant				\$ 408.95	250.00	100%	\$ 408.00	63%
Planning	Tentative Tract or Tentative Parcel Map	Processed Administratively	Deposit		NA	4,000.00	100%	\$ 4,000.00	0%
Planning	Tentative Tract or Tentative Parcel Map	Involving Public Hearing	Deposit		NA	6,000.00	100%	\$ 6,000.00	0%
Planning	Final Parcel Map		Deposit		NA	2,000.00	100%	\$ 2,000.00	0%
Planning	Final Tract Map		Deposit		NA	6,000.00	100%	\$ 6,000.00	0%

Planning

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Planning	Lot Line Adjustment		Deposit		NA	4,000.00	100%	\$ 4,000.00	0%
Planning	Certificate of Merger or Certificate of Compliance		Deposit		NA	4,000.00	100%	\$ 4,000.00	0%
Planning	Grading Permit Application				\$ 1,635.82	4,000.00	100%	\$ 1,635.00	-59%
Planning	Security Gate Application				\$ 1,635.82	2,000.00	100%	\$ 1,635.00	-18%
Planning	Encroachment Permit - Street Events			The City Manager may waive this fee for certain events	\$ 2,944.47	1,500.00	100%	\$ 2,944.00	96%
Planning	Encroachment Permit Application - Major Work				\$ 2,453.72	4,000.00	100%	\$ 2,453.00	-39%
Planning	Encroachment Permit Application - Minor Work				\$ 1,308.65	2,000.00	100%	\$ 1,308.00	-35%
Planning	Food Sharing Event				NA	No Charge	0%	No Charge	NA
Planning	Tree Preservation	Annual Pruning Certification			\$ 817.91	126.00	100%	\$ 817.00	548%
Planning	Tree Preservation	Tree removal/pruning			\$ 490.74	211.00	100%	\$ 490.00	132%
Planning	Mobilehome Park Closure/Change of Use				\$ 9,814.90	12,000.00	100%	\$ 9,814.00	-18%
Planning	Review of Building Permit Applications	Commercial/Industrial Tenant Improvements or additions			\$ 490.74	416.00	100%	\$ 490.00	18%
Planning	Review of Building Permit Applications	Addition - Single Family Dwelling			\$ 327.16	274.00	100%	\$ 327.00	19%
Planning	Review of Building Permit Applications	Addition - Multi Family Dwelling			\$ 327.16	568.00	100%	\$ 327.00	-42%
Planning	Review of Building Permit Applications	New accessory structure			\$ 327.16	186.00	100%	\$ 327.00	76%
Planning	Review of Building Permit Applications	New Single Family Dwelling			\$ 490.74	499.00	100%	\$ 490.00	-2%
Planning	Review of Building Permit Applications	New Single Family Dwelling - Hillside			\$ 490.74	721.00	100%	\$ 490.00	-32%
Planning	Review of Building Permit Applications	New Industrial Building			\$ 654.33	686.00	100%	\$ 654.00	-5%
Planning	Review of Building Permit Applications	New Commercial Building			\$ 654.33	742.00	100%	\$ 654.00	-12%
Planning	Review of Building Permit Applications	Over-the Counter approvals			\$ 163.58	149.00	100%	\$ 163.00	9%
Planning	Inspections - Planning and Landscape	Single Family Residential - Subdivision			\$ 1,145.07	212.00	100%	\$ 1,145.00	440%
Planning	Inspections - Planning and Landscape	Multi Family Residential Development			\$ 1,145.07	319.00	100%	\$ 1,145.00	259%
Planning	Inspections - Planning and Landscape	Single Family Residential - Hillside			\$ 817.91	255.00	100%	\$ 817.00	220%
Planning	Inspections - Planning and Landscape	Re-Inspection			\$ 490.74	212.00	100%	\$ 490.00	131%
Planning	Inspections - Planning and Landscape	Miscellaneous			\$ 327.16	79.00	100%	\$ 327.00	314%
Planning	General Plan Update Fee			12 % of Building Permit Fee	NA	12% of Building Permit Fee	100%	12% of Building Permit Fee	NA

Code Enforcement - Rental Housing & Hotel Inspection

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Rental Housing & Hotel Inspection Fees and Penalties	Annual fee for rental housing, hotel or motel units	Single Family, duplex, triplex or fourplex			\$ 88.51	41.00	100%	\$ 88.51	116%
Rental Housing & Hotel Inspection Fees and Penalties	Annual fee for rental housing, hotel or motel units	Five or more units	per unit		\$ 22.13	10.00	100%	\$ 22.13	121%
Rental Housing & Hotel Inspection Fees and Penalties	Request for postponement of initial inspection or progress check	First request			\$ -	No Charge	100%	No Charge	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Initial Inspection (No violations found)			\$ 350.33	No Charge	100%	Included in Annual Fee	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Initial Inspection (Violations found)			\$ 350.33	\$272 per parcel + \$27 hotel/motel room with violation	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - First Progress Check (Violations corrected)			\$ 350.33	No Charge	100%	No Charge	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - First Progress Check (Violations not corrected)			\$ 350.33	\$154 per parcel + \$53 hotel/motel room with violation	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - Second Progress Check		plus \$400 penalty	\$ 350.33	\$154 per parcel + \$53 hotel/motel room with violation + \$200 penalty	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - Third Progress Check		plus \$800 penalty	\$ 350.33	\$154 per parcel + \$53 hotel/motel room with violation + \$400 penalty	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - Fourth and subsequent Progress Check		plus \$1600 penalty	\$ 350.33	\$154 per parcel + \$53 hotel/motel room with violation + \$800 penalty	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Initial Inspection or Progress Check - No Access or Re-schedule	No Access - First Site Visit		plus \$400 penalty	\$ 116.78	100.00	100%	\$ 116.78	17%
Rental Housing & Hotel Inspection Fees and Penalties	Initial Inspection or Progress Check - No Access or Re-schedule	No Access - Second Site Visit		plus \$800 penalty	\$ 116.78	200.00	100%	\$ 116.78	-42%
Rental Housing & Hotel Inspection Fees and Penalties	Initial Inspection or Progress Check - No Access or Re-schedule	No Access - Third and subsequent Site Visit		plus \$1600 penalty	\$ 116.78	400.00	100%	\$ 116.78	-71%
Rental Housing & Hotel Inspection Fees and Penalties	Rent Control Deregulation Inspection pursuant to Ord. No. 83-023, as amended	Initial inspection/survey and one re-inspection			\$ 700.65	246.00	100%	\$ 700.65	185%
Rental Housing & Hotel Inspection Fees and Penalties	Rent Control Deregulation Inspection pursuant to Ord. No. 83-023, as amended	Additional re-inspections	per inspection		\$ 350.33	154.00	100%	\$ 350.33	127%
Rental Housing & Hotel Inspection Fees and Penalties	Lien (per parcel)				\$ 630.90	342.00	100%	\$ 630.90	84%
Rental Housing & Hotel Inspection Fees and Penalties	AdministrativeHearing Fee				\$ 946.35	225.00	100%	\$ 946.35	321%

Code Enforcement - Community Preservation Program

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Community Preservation Program	Request for Postponement of Inspection	1st Request			\$ 84.20	No Charge	100%	\$ 84.00	NA
Community Preservation Program	Request for Postponement of Inspection	2nd Request		plus \$100 penalty	\$ 84.20	No Charge	100%	\$ 84.00	NA
Community Preservation Program	Request for Postponement of Inspection	3rd Request		plus \$200 penalty	\$ 84.20	No Charge	100%	\$ 84.00	NA
Community Preservation Program	Request for Postponement of Inspection	"No Show" for Inspection		plus \$200 penalty	\$ 392.68	175.00	100%	\$ 392.00	124%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Initial inspection)			\$ 626.70	No Charge	100%	\$ 626.00	NA
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Reinspection shows violation eliminated)			\$ 626.70	No Charge	100%	\$ 626.00	NA
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Reinspection shows violation still exists)		plus \$100 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Second inspection shows violation still exists)		plus \$200 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Third inspection shows violation still exists)		plus \$500 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Fourth inspection shows violation still exists)		plus \$500 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (fifth and subsequent inspections shows violation still exists)		plus \$500 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	Subsequent violation within 1 year (Initial inspection and notices)		plus \$800 penalty	\$ 743.71	651.00	100%	\$ 743.00	14%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	Subsequent violation within 1 year (Each subsequent inspection violation still exists)		plus \$1000 penalty	\$ 626.70	506.00	100%	\$ 626.00	24%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	Abatement Costs	per parcel	plus contractor costs	\$ 1,325.86	992.00	75%	\$ 992.00	0%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	Lien/Special Assessment Processing	per parcel		\$ 1,811.98	342.00	19%	\$ 342.00	0%
Community Preservation Program		Hearing Fee	per hearing	Administrative, special Assessment, Administrative Citation, and Lien Hearings	\$ 761.10	225.00	100%	\$ 761.00	238%

Police

Fee Group 1	Fee Group 2	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Animal Control	Impounding Charges	For each dog and cat	1st impoundment			\$ 86.03	35.00	100%	\$ 86.00	146%
Animal Control	Impounding Charges	For each dog and cat	2nd impoundment within one year			\$ 81.03	75.00	100%	\$ 81.00	8%
Animal Control	Impounding Charges	For each dog and cat	3rd impoundment within one year			\$ 149.77	150.00	100%	\$ 149.00	-1%
Animal Control	Impounding Charges	For each dog and cat	Impound dangerous animal			\$ 148.67	150.00	100%	\$ 148.00	-1%
Animal Control	Impounding Charges	For each dog and cat	Field Impound			\$ 125.75	100.00	100%	\$ 125.00	25%
Animal Control	Impounding Charges	For any unsterilized dog or cat impounded, an additional fee is assessed as mandated by the State of California Food & Agricultural Code.	1st Impoundment		State mandated penalty - F & A 30804.7	NA	35.00	NA	\$ 35.00	0%
Animal Control	Impounding Charges	For any unsterilized dog or cat impounded, an additional fee is assessed as mandated by the State of California Food & Agricultural Code.	2nd Impoundment		State mandated penalty - F & A 30804.7	NA	50.00	NA	\$ 50.00	0%
Animal Control	Impounding Charges	For any unsterilized dog or cat impounded, an additional fee is assessed as mandated by the State of California Food & Agricultural Code.	3rd Impoundment		State mandated penalty - F & A 30804.7	NA	100.00	NA	\$ 100.00	0%
Animal Control	Impounding Charges	For each horse, bull, cow, steer, calf, colt, sheep, lamb, goat or hog	1st impoundment		minimum \$40 (Charge will be total direct)	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Impounding Charges	For each horse, bull, cow, steer, calf, colt, sheep, lamb, goat or hog	2nd impoundment within one year		minimum \$40	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Impounding Charges	For each horse, bull, cow, steer, calf, colt, sheep, lamb, goat or hog	3rd impoundment within one year		minimum \$40	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Impounding Charges		For each non-specified animal (rabbit, monkey, rat, etc.)		minimum \$40	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Feeding and Boarding Charges		For each dog, cat or small domestic pet	per day		\$ 30.98	14.00	100%	\$ 30.00	114%
Animal Control	Feeding and Boarding Charges		Special needs animal (medications given, treatment)	per day		\$ 39.97	30.00	100%	\$ 39.00	30%
Animal Control	Feeding and Boarding Charges		For each horse, bull, cow, hog, steer, lamb, sheep, goat, colt, or calf.	per day	minimum (RTO); Fees will depend on actual board cost charged by ranch or 3rd party facility	Variable	10.00	100%	Based on Animal Needs	NA
Animal Control	Feeding and Boarding Charges		For each non-specified animal	per day	minimum (RTO)	\$ 19.97	2.00	100%	\$ 19.00	850%
Animal Control	Special Services		Owner surrender of adult unlicensed animals (includes boarding fees for the State mandated holding period)	per animal	plus 4 days of mandated board charged seperately	\$ 46.52	85.00	58%	\$ 27.00	-68%
Animal Control	Special Services		Owner surrender of additional animals less than ten weeks of age. Boarding fees for the State mandated holding period will also be charged.	per animal		\$ 13.29	5.00	100%	\$ 13.00	160%
Animal Control	Special Services		Owner surrenders - small animals/bird	per animal		\$ 46.52	30.00	100%	\$ 46.00	53%
Animal Control	Special Services		Owner brings dead animal to shelter for disposal (Under 50 lbs.)	per animal		\$ 37.02	54.00	100%	\$ 37.00	-31%
Animal Control	Special Services		Owner brings dead animal to shelter for disposal (Over 50 lbs.)	per animal		\$ 42.01	67.00	100%	\$ 42.00	-37%
Animal Control	Special Services		Transport fee for any owned animal, live or dead, transported to shelter	per animal		\$ 96.73	133.00	100%	\$ 96.00	-28%
Animal Control	Special Services		Transportation of stray injured or sick animal to a veterinarian, where owner is later identified.			Variable	Case by Case	100%	Case by Case	NA
Animal Control	Special Services		Veterinary treatment provided to an animal housed in the Shelter where the owner is later identified			Variable	Actual Vet Costs	100%	Actual Vet Costs	NA
Animal Control	Special Services		Rabies vaccination certificate			Variable	Actual Vet Costs	100%	Actual Vet Costs	NA
Animal Control	Special Services		Para-influenza type vaccine			Variable	Actual Vet Costs	100%	Actual Vet Costs	NA
Animal Control	Special Services		Medical Testing		Minimum (\$50 maximum)	\$ 17.98	10.00	100%	\$ 17.00	70%
Animal Control	Special Services		Microchip Insertion (Animal adopted from the Shelter)			\$ 30.00	15.00	100%	\$ 29.00	93%
Animal Control	Special Services		Microchip Insertion (Animals not adopted from the Shelter)			\$ 30.00	25.00	100%	\$ 29.00	16%
Animal Control	Animal Licence and Permit Fees	Unsterilized dog or cat	Flat fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate (not to exceed 3 years)			\$ 16.03	17.00	100%	\$ 16.00	-6%
Animal Control	Animal Licence and Permit Fees	Unsterilized dog or cat	Unsterilized animal		penalty	NA	35.00	NA	\$ 35.00	0%
Animal Control	Animal Licence and Permit Fees	Unsterilized dog or cat	Unsterilized license renewal		plus penalty	NA	17.00	NA	\$ 17.00	0%

Police

Fee Group 1	Fee Group 2	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Flat Fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate duration (not to exceed 3 years)			\$ 16.03	17.00	100%	\$ 16.00	-6%
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Sterilized, license renewal			\$ 13.82	17.00	100%	\$ 13.00	-24%
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Late Penalty			NA	5.00	NA	\$ 5.00	0%
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Replacement/Duplicate License			\$ 13.82	8.00	100%	\$ 13.00	63%
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Seeing or hearing dog			\$ 16.03	No Charge	0%	No Charge	NA
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Fancier's Permit			\$ 243.26	250.00	100%	\$ 243.00	-3%
Animal Control	Pick-up and Disposal of Dead Animals from Veterinarian		For 1 to 5 animals			\$ 107.89	50.00	100%	\$ 107.00	114%
Animal Control	Pick-up and Disposal of Dead Animals from Veterinarian		For Over 5 animals	each		\$ 12.50	10.00	100%	\$ 12.00	20%
Animal Control	Observation Fees		For each dog, cat or small domestic pet for quarantine, evidence and protective custody.		per day	\$ 4.49	14.00	100%	\$ 4.00	-71%
Animal Control	Observation Fees		Other Animals			Variable	Actual Costs	100%	Actual Costs	NA
Animal Control	Observation Fees		Property inspections (required prior to home quarantines and for the private retention of all animals declared dangerous outside a City of Hayward hearing).		per inspection	\$ 72.64	53.00	100%	\$ 72.00	36%
Animal Control	Adoption Fees		The fees charged for dogs and cats offered for adoption shall be set by the Animal Services Manager. In no case shall this amount be less than \$5.00. In no case shall animals listed as "Owner Surrendered" be adopted by the previous owner without payment of all fees and charges (as specified in the schedule) for shelter service in impounding and caring for the animal.		minimum \$5	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Adoption Fees		All Other Animals			Variable	Market Value	100%	Market Value	NA
Animal Control	Adoption Fees		Spaying and neutering (mandated for dogs and cats prior to adoption)			Variable	Veterinary contract cost	100%	Veterinary contract cost	NA
Animal Control	Adoption Fees		Administrative processing fee for the return of animals adopted from the shelter			\$ 11.03	10.00	100%	\$ 11.00	10%
Animal Control			Hearing Fee			\$ 496.63	150.00	100%	\$ 496.00	231%
Police Administration	Photocopying of Reports		Traffic Accident Reports	per report		\$ 16.54	12.00	100%	\$ 16.00	33%
Police Administration	Photocopying of Reports		Other Reports	per report		\$ 16.54	5.50	100%	\$ 16.00	191%
Police Administration			Photographs			\$ 24.92	Time & Motion	100%	\$ 24.00	NA
Police Administration			Fingerprinting	each	Fingerprint processing fees established by Federal or State agencies shall be additional charge	\$ 26.81	23.00	100%	\$ 26.00	13%
Police Administration	Traffic & Police Security Services		Traffic control and police security services for pre-planned, non-city sponsored events			Variable	Time & Motion	100%	Actual Cost	NA
Police Administration	Traffic & Police Security Services		Planned traffic control for contractors and utilities			Variable	Time & Motion	100%	Actual Cost	NA
Police Administration	Permit Processing	Taxi Drivers	Initial Permit			\$ 609.48	260.00	100%	\$ 609.00	134%
Police Administration	Permit Processing	Taxi Drivers	Annual renewal			\$ 304.74	186.00	100%	\$ 304.00	63%
Police Administration	Permit Processing	Taxi Drivers	Annual taxi operating sticker			\$ 152.37	247.00	100%	\$ 152.00	-38%
Police Administration	Permit Processing	Taxi Drivers	Lost permit replacement			\$ 26.81	91.00	100%	\$ 26.00	-71%
Police Administration	Permit Processing	Tow Permits	Company 1st License			\$ 304.74	297.00	100%	\$ 304.00	2%
Police Administration	Permit Processing	Tow Permits	Company Annual Renewal			\$ 40.21	297.00	100%	\$ 40.00	-87%
Police Administration	Permit Processing	Tow Permits	Driver 1st License			\$ 304.74	297.00	100%	\$ 304.00	2%
Police Administration	Permit Processing	Tow Permits	Driver Annual Renewal			\$ 40.21	297.00	100%	\$ 40.00	-87%
Police Administration	Permit Processing	Tow Permits	Lost Permit Replacement			\$ 40.21	74.00	100%	\$ 40.00	-46%
Police Administration	Permit Processing	Massage Establishment/technician permit	Initial Inspection/application and processing of new massage establishment			\$ 761.85	300.00	100%	\$ 761.00	154%
Police Administration	Permit Processing	Massage Establishment/technician permit	Annual Renewal fee for massage establishment			\$ 241.26	150.00	100%	\$ 241.00	61%
Police Administration	Permit Processing	Massage Establishment/technician permit	Badge Replacement			\$ 80.42	76.00	100%	\$ 80.00	5%
Police Administration	Permit Processing	Massage Establishment/technician permit	Massage Out-Call initial inspection /application			\$ 761.85	600.00	100%	\$ 761.00	27%
Police Administration	Permit Processing	Massage Establishment/technician permit	Massage Out-Call Renewal			\$ 241.26	300.00	100%	\$ 241.00	-20%

Police

Fee Group 1	Fee Group 2	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Police Administration	Permit Processing	Card clubs employee permit	Initial permit			\$ 241.26	153.00	100%	\$ 241.00	58%
Police Administration	Permit Processing	Card clubs employee permit	Annual renewal			\$ 160.84	153.00	100%	\$ 160.00	5%
Police Administration	Permit Processing	Card clubs employee permit	Lost permit replacement			\$ 80.42	76.00	100%	\$ 80.00	5%
Police Administration	Permit Processing		Auto Sales/Repair Permit			\$ 160.84	175.00	100%	\$ 160.00	-9%
Police Administration	Permit Processing		Background investigation			Variable	Time & Motion	100%	Time & Motion	NA
Police Administration	Permit Processing		Firearm dealers annual permit			\$ 1,294.99	513.00	100%	\$ 1,294.00	152%
Police Administration	Permit Processing		Diversion program			Variable	Time & Motion	0%	Time & Motion	NA
Police Administration	Permit Processing		Petty Theft Workshop	per participant		NA	80.00	0%	\$ 80.00	0%
Police Administration	Permit Processing		Other permit processing			Variable	Time & Motion	100%	Time & Motion	NA
Police Administration	Permit Processing		Alcohol Sales-Special Event Permits			\$ 304.74	42.00	100%	\$ 304.00	624%
Police Administration	Alarm Permit Fee		new and annual renewal			\$ 16.54	32.00	100%	\$ 16.00	-50%
Police Administration	Alarm Permit Fee		Low income or persons in a temporary or permanent disabled status			\$ 22.05	15.00	100%	\$ 22.00	47%
Police Administration	False Alarm Fees		First False Alarm Fee			\$ 185.45	No Charge	100%	\$ 185.00	NA
Police Administration	False Alarm Fees		Second False Alarm Fee			\$ 185.45	182.00	100%	\$ 185.00	2%
Police Administration	False Alarm Fees		Third False Alarm Fee		plus \$50 penalty	\$ 185.45	182.00	100%	\$ 185.00	2%
Police Administration	False Alarm Fees		Fourth False Alarm Fee		plus \$200 penalty	\$ 185.45	182.00	100%	\$ 185.00	2%
Police Administration	False Alarm Fees		Fifth and Each Fee		plus \$400 penalty	\$ 185.45	182.00	100%	\$ 185.00	2%
Police Administration			Vehicle Release Fee			\$ 33.08	235.00	100%	\$ 33.00	-86%
Police Administration	Vehicle Verification or Administrative Fee		Onsite verification			\$ 76.18	43.00	100%	\$ 76.00	77%
Police Administration	Vehicle Verification or Administrative Fee		Offsite verification			\$ 152.37	175.00	100%	\$ 152.00	-13%
Police Administration			Communication Tapes		per tape	\$ 98.28	103.00	100%	\$ 98.00	-5%
Police Administration			DVD or Flash Drive video requests			\$ 20.00	New	100%	\$ 20.00	NA
Police Administration			Clearance Letters		per letter	\$ 38.59	43.00	100%	\$ 38.00	-12%
Police Administration			Vehicle Abatement		per vehicle	\$ 160.84	263.00	100%	\$ 160.00	-39%
Police Administration	Prisoner Booking Fee		Cite & Release		per prisoner	NA	89.00	NA	\$ 89.00	0%
Police Administration	Prisoner Booking Fee		Hold for Court		per prisoner	NA	180.00	NA	\$ 180.00	0%
Police Administration	Prisoner Booking Fee		Transfer to Santa Rita		per prisoner	NA	199.00	NA	\$ 199.00	0%
Police Administration	Social Host Accountability Ordinance		First Violation		per sec 4-11.20 HMC - PENALTY	NA	750.00	NA	\$ 750.00	0%
Police Administration	Social Host Accountability Ordinance		Second Violation		per sec 4-11.20 HMC - PENALTY	NA	1,500.00	NA	\$ 1,500.00	0%
Police Administration	Social Host Accountability Ordinance		Third & Subsequent Violations		per sec 4-11.20 HMC - PENALTY	NA	2,500.00	NA	\$ 2,500.00	0%
Police Administration	Social Host Accountability Ordinance		Recovery of the cost of the public safety response to a "Social Host" ordinance violation using the fully burdened cost allocation rate		per sec 4-11.20 HMC - PENALTY	NA	Time & Motion	NA	Time & Motion	NA
Police Administration			Firearms Range Maintenance Fees		apportions the upkeep of the firearms range among user law enforcement agencies over a fiscal year period	NA	1,250.00	NA	\$ 1,250.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Level I		per sec 10-1.2750 HMC - fee set in Alcohol ordinance	NA	280.00	NA	\$ 280.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Level II		per sec 10-1.2750 HMC - fee set in Alcohol ordinance	NA	1,120.00	NA	\$ 1,120.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Critical Incident Fee		per sec 10-1.2750 HMC	NA	Time & Motion	NA	Time & Motion	NA
Police Administration	Alcoholic Beverage Outlets Fees		Violation of Ordinance: First Offense		per sec 10-1.2750 HMC - PENALTY	NA	750.00	NA	\$ 750.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Violation of Ordinance: Second Offense		per sec 10-1.2750 HMC - PENALTY	NA	1,500.00	NA	\$ 1,500.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Violation of Ordinance: Third Offense		per sec 10-1.2750 HMC - PENALTY	NA	2,500.00	NA	\$ 2,500.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Reinspection Fee		per sec 10-1.2750 HMC	NA	Time & Motion	NA	Time & Motion	NA
Police Administration	Alcoholic Beverage Outlets Fees		Alcohol Sales - Special Event Permit		per sec 10-1.2750 HMC - fee set in Alcohol ordinance	NA	42.00	NA	\$ 42.00	0%

Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
	Standard Hourly Rate		per hour		\$ 221.26	210.00	100%	\$ 221.00	5%
	Overtime (Afterhour Inspection)		per hour		\$ 331.89	316.00	100%	\$ 331.00	5%
	Expedited Plan Review		per hour		\$ 331.89	316.00	100%	\$ 331.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	1-29 Heads	per floor or system		\$ 1,548.81	1,476.00	100%	\$ 1,548.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	30-100 Heads	per floor or system		\$ 1,880.70	1,793.00	100%	\$ 1,880.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	101-200 Heads	per floor or system		\$ 2,101.96	2,004.00	100%	\$ 2,101.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	201-350 Heads	per floor or system		\$ 2,433.85	2,320.00	100%	\$ 2,433.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	351+ Heads	per floor or system		\$ 2,986.99	2,847.00	100%	\$ 2,986.00	5%
	Fire Sprinkler — Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	LESS THAN 30 HEADS W/ NO HYDRO		Minor plan check required-only one inspection	\$ 663.78	630.00	100%	\$ 663.00	5%
	Fire Sprinkler — Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	LESS THAN 30 HEADS WITH HYDRO		Minor plan check required-only one inspection	\$ 885.04	840.00	100%	\$ 885.00	5%
	Fire Sprinkler — Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	30-100 Heads	per floor or system		\$ 1,659.44	1,582.00	100%	\$ 1,659.00	5%
	Fire Sprinkler — Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	101-200 Heads	per floor or system		\$ 2,101.96	2,004.00	100%	\$ 2,101.00	5%
	Fire Sprinkler — Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	201-350 Heads	per floor or system		\$ 2,433.85	2,320.00	100%	\$ 2,433.00	5%
	Fire Sprinkler — Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	351+ Heads	per floor or system		\$ 2,986.99	2,847.00	100%	\$ 2,986.00	5%
	TRACT REVIEW – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*	Duplicate TRACT Plan Check: 13D SYSTEM (SFD/TOWNHOUSE)	per floor or system		\$ 885.04	840.00	100%	\$ 885.00	5%
	TRACT REVIEW – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*	Duplicate TRACT Plan Check: 13 SYSTEM (BUILDING)	per floor or system	200 Heads and Below	\$ 1,106.29	1,050.00	100%	\$ 1,106.00	5%
	TRACT REVIEW – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*	Duplicate TRACT Plan Check: 13 SYSTEM (BUILDING)	per floor or system	201 – 350 Heads	\$ 1,327.55	1,260.00	100%	\$ 1,327.00	5%
	TRACT REVIEW – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*	Duplicate TRACT Plan Check: 13 SYSTEM (BUILDING)	per floor or system	351+ Heads	\$ 1,548.81	1,470.00	100%	\$ 1,548.00	5%
	Additional Fire Sprinkler Review Items	Hydraulic Calculation*	per remote area		\$ 885.04	843.00	100%	\$ 885.00	5%
	Additional Fire Sprinkler Review Items	Antifreeze System	per system		\$ 1,659.44	1,582.00	100%	\$ 1,659.00	5%
	Additional Fire Sprinkler Review Items	Dry Pipe Valve	per valve		\$ 1,770.07	1,687.00	100%	\$ 1,770.00	5%
	Additional Fire Sprinkler Review Items	Deluge/Pre Action	per valve		\$ 2,101.96	2,004.00	100%	\$ 2,101.00	5%
	Additional Fire Sprinkler Review Items	Pressure Reducing Station	per valve		\$ 2,433.85	2,320.00	100%	\$ 2,433.00	5%
		Fire Pump	per pump		\$ 2,876.37	2,742.00	100%	\$ 2,876.00	5%
		Water Storage Tank: Gravity	per tank		\$ 1,659.44	1,582.00	100%	\$ 1,659.00	5%
		Water Storage Tank: Pressure	per tank		\$ 1,659.44	1,582.00	100%	\$ 1,659.00	5%
	Fire Standpipe System	Class I, II, III & Article 81	per standpipe		\$ 1,991.33	1,898.00	100%	\$ 1,991.00	5%
	Fire Alarm System -New	0-15 Devices	per system	All Initiating and indicating appliances, including Dampers	\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
	Fire Alarm System -New	16-50 Devices	per system		\$ 1,548.81	1,476.00	100%	\$ 1,548.00	5%
	Fire Alarm System -New	51-100 Devices	per system		\$ 1,991.33	1,898.00	100%	\$ 1,991.00	5%
	Fire Alarm System -New	101-500 Devices	per system		\$ 2,433.85	2,320.00	100%	\$ 2,433.00	5%
	Fire Alarm System -New	Each additional 25 devices up to 1,000	per system		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
	Fire Alarm System -New	1001+	per system		\$ 4,425.18	4,219.00	100%	\$ 4,425.00	5%

Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Fire Alarm System -New	Each additional 100 devices		per system		\$ 2,212.59	2,109.00	100%	\$ 2,212.00	5%
	Existing system under 8 devices				\$ 663.78	630.00	100%	\$ 663.00	5%
Additional Fire Alarm Review Items	Hi/Lo Alarms		each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Additional Fire Alarm Review Items	Low Air/Temp Alarms		each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Additional Fire Alarm Review Items	Graphic Annunciator Review		each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses	Installation Permits: Clean Agent Gas Systems		each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses	Installation Permits: Dry Chemical Systems		each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses	Installation Permits: Wet Chemical/Kitchen Hood		each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses	Installation Permits: Foam Systems		each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses	Installation Permits: Paint Spray Booth		each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses	Installation Permits: Vehicle Access Gate		each		\$ 553.15	526.00	100%	\$ 553.00	5%
Hazardous Activities or Uses	Installation Permits: Monitoring		each		\$ 663.78	632.00	100%	\$ 663.00	5%
Hazardous Activities or Uses	Installation Permits: Aboveground—Flammable/Combustible Liquid Tank and/or Pipe		per site		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Hazardous Activities or Uses	Installation Permits: Underground—Flammable/Combustible Liquid Tank and/or Pipe		per site		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Hazardous Activities or Uses	Installation Permits: Fuel Dispensing System Complete		per site		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses	Installation Permits: High Piled/Rack/Shelf Storage		each		\$ 1,438.18	1,371.00	100%	\$ 1,438.00	5%
Hazardous Activities or Uses	Installation Permits: Smoke Control CFC		each		\$ 1,438.18	1,371.00	100%	\$ 1,438.00	5%
Hazardous Activities or Uses	Installation Permits: Medical Gas Alarms		per system		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses	Installation Permits: Refrigerant System		each		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Hazardous Activities or Uses	Installation Permits: Refrigerant Monitoring System		each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
	AMMR Review		each		\$ 663.78	632.00	100%	\$ 663.00	5%
Activity Permits (Single Event/One-Time)	Open Flames and Candles (105.6.32)		per permit		\$ 885.04	843.00	100%	\$ 885.00	5%
Activity Permits (Single Event/One-Time)	Carnivals and Fairs (105.6.4)		per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)	Seasonal Lots (Christmas Tree/Pumpkin Lot)		per permit		\$ 221.26	210.00	100%	\$ 221.00	5%
Activity Permits (Single Event/One-Time)	Special Events (Haunted House/Camps)		per permit		\$ 221.26	210.00	100%	\$ 221.00	5%
Activity Permits (Single Event/One-Time)	Explosives (105.6.14)		per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)	Fireworks; Displays (105.6.14)		per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)	Hot-Works Operations (105.6.23)		per permit		\$ 885.04	843.00	100%	\$ 885.00	5%
Activity Permits (Single Event/One-Time)	LP-Gas (105.6.27)		per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)	Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.26)		per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)	Covered Mall Buildings (105.6.9)		per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)	Open Burning (105.6.30)		per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)	Pyrotechnical Special Effects Material (105.6.36)		per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)	Small Tent Structure (750 Sq. Ft. or less)		per permit		\$ 553.15	526.00	95%	\$ 526.00	0%

Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Activity Permits (Single Event/One-Time)		Large Tent Structure (751 Sq. Ft. or above)	per permit		\$ 663.78	647.00	97%	\$ 647.00	0%
Activity Permits (Single Event/One-Time)		Fire Safety Inspections	per application		\$ 885.04	843.00	100%	\$ 885.00	5%
Activity Permits (Single Event/One-Time)		Non-Compliance Inspections	per inspection		\$ 885.04	843.00	100%	\$ 885.00	5%
Activity Permits (Single Event/One-Time)		Outside Agency	per inspection		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated Pre-Inspections		6 or less Occupants	per facility		\$ 774.41	50.00	6%	\$ 50.00	0%
Annual State-Mandated Pre-Inspections		7 or more Occupants	per facility		\$ 885.04	100.00	11%	\$ 100.00	0%
Annual State-Mandated		Apartments	per facility		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated		Apartments: More than 100 Units	per facility		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Annual State-Mandated	24 Hour Community Care Facilities	7 to 49	per facility		\$ 829.72	791.00	100%	\$ 829.00	5%
Annual State-Mandated	24 Hour Community Care Facilities	50 or More	per facility		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated	Day Care Centers	Residential 9-14	per facility		\$ 221.26	384.00	100%	\$ 221.00	-42%
Annual State-Mandated	Day Care Centers	Commercial 15+	per facility		\$ 442.52	436.00	100%	\$ 442.00	1%
Annual State-Mandated		High Rise Building	per facility		\$ 1,327.55	1,265.00	100%	\$ 1,327.00	5%
Annual State-Mandated		Homes for the Mentally Impaired (7 or more Occupants)	per facility		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated		Hospital and Jail	per facility		\$ 1,991.33	1,898.00	100%	\$ 1,991.00	5%
Annual State-Mandated		Hotels/Motels	per facility		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated		School	per facility		\$ 995.66	949.00	100%	\$ 995.00	5%
Reports		Life Safety Report	per report	\$0.10 each additional page of same document	Variable	\$0.50/page for first ten (10) pages of each document	100%	.5 first ten, .10 thereafter	NA
Reports		Life Safety Report Photographs	per photograph set		Variable	Direct cost of Duplication	100%	Direct cost of Duplication	NA
Reports		Subpoenaed Reports	per report	\$0.10 each additional page of same document	Variable	\$0.50/page for first ten (10) pages of each document	100%	.5 first ten, .10 thereafter	NA
Other Fire Fees		Technology Fee	per permit		NA	17.00	NA	\$ 17.00	0%
Other Fire Fees		Underground Fire Service Plan Check	each		\$ 1,991.33	1,898.00	100%	\$ 1,991.00	5%
Other Fire Fees		Emergency Underground Repair	each		\$ 663.78	630.00	100%	\$ 663.00	5%
Other Fire Fees		Hydrant Flow Test (existing Hydrants)	each		\$ 774.41	738.00	100%	\$ 774.00	5%
Other Fire Fees		Fire Plans Examiner Miscellaneous	each		\$ 331.89	316.00	100%	\$ 331.00	5%
Other Fire Fees		Re-Inspection Fee	per hour		\$ 387.20	369.00	100%	\$ 387.00	5%
Other Fire Fees		False Alarm Response *	per billed incident		\$ 995.66	949.00	100%	\$ 995.00	5%
Other Fire Fees		Fire Hydrants	per hydrant		\$ 221.26	210.00	100%	\$ 221.00	5%
Other Fire Fees		Re-roofing Permits /Siding/Windows (Applicable only in Wildland/Urban Interface)	per application		\$ 110.63	105.00	100%	\$ 110.00	5%
Other Fire Fees		Fire Permit Extension Fee	per 6-month extension		\$ 110.63	105.00	100%	\$ 110.00	5%
		Pre-Application/General Plan Review/Code Assistance	per meeting		\$ 885.04	843.00	100%	\$ 885.00	5%
		Self Inspection Program	per facility		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
		Planning/Engineering Referrals (HWD)	per application		\$ 885.04	843.00	100%	\$ 885.00	5%
		Business License Reviews	each		\$ 774.41	738.00	100%	\$ 774.00	5%
		Fairview Planning Referrals	each		\$ 331.89	316.00	100%	\$ 331.00	5%
		Fairview New Construction	per application		\$ 995.66	949.00	100%	\$ 995.00	5%
Annual Permits		Aerosol Products (105.6.1)	per year		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%

Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Annual Permits		Amusement Buildings (105.6.2)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Aviation Facilities (105.6.3)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Carnivals and Fairs (105.6.4)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Cellulose Nitrate Film (105.6.5)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Combustible Dust-Producing Operations (105.6.6)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Combustible Fibers (105.6.7)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Compressed Gases (105.6.8)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Covered Mall Buildings (105.6.9)	per year		\$ 2,433.85	2,300.00	100%	\$ 2,433.00	6%
Annual Permits		Cryogenic Fluids (105.6.10)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Cutting and Welding (105.6.11)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Dry Cleaning Plants (105.6.12)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Exhibits and Trade Shows (105.6.13)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Explosives (105.6.14)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Fire Hydrants and Valves (105.6.15)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Flammable and Combustible Liquids (105.6.16)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Floor Finishing (105.6.17)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Fruit and Crop Ripening (105.6.18)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Fumigation or Thermal Insecticide Fogging (105.6.19)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Hazardous Materials (105.6.20)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		HPM facilities (105.6.21)	per year		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Annual Permits		High-Piled Storage < 12000 SF (105.6.22)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		High-Piled Storage > 12000 SF (105.6.22)	per year		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Annual Permits		Hot-Works Operations (105.6.23)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Industrial Ovens (105.6.24)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Lumber Yards and WoodWorking Plants (105.6.25)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.26)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		LP-Gas (105.6.27)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Magnesium (105.6.28)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Miscellaneous Combustible Storage (105.6.29)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Open Burning (105.6.30)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Open Flames and Torches (105.6.31)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Open Flames and Candles (105.6.32)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Organic Coatings (105.6.33)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Places of Assembly < 300 (105.6.34)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Places of Assembly > 300 (105.6.34)	per year		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Annual Permits		Private Fire Hydrants (105.6.35)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Pyrotechnical Special Effects Material (105.6.36)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Pyroxylin Plastics (105.6.37)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Refrigeration Equipment (105.6.38)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Repair Garages and Motor Fuel-Dispensing Facilities (105.6.39)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Rooftop Heliports (105.6.40)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Spraying or Dipping (105.6.41)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Storage of Scrap Tires and Tire Byproducts (105.6.42)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Tire-Rebuilding Plants (105.6.44)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Waste Handling (105.6.45)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Wood Products (105.6.46)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Essential City Facilities	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Fire Department Miscellaneous Fees: Building Permits		Minor Tenant Improvement	per permit		\$ 663.78	630.00	100%	\$ 663.00	5%

Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Fire Department Miscellaneous Fees: Building Permits		Revision-minor changes to (E) permit	per permit		\$ 331.89	316.00	100%	\$ 331.00	5%
Fire Department Miscellaneous Fees: Building Permits		Cellular Sites: Existing Site	per permit		\$ 663.78	630.00	100%	\$ 663.00	5%
Fire Department Miscellaneous Fees: Building Permits		Cellular Sites: New Site	per square footage		Variable	SEE CHART	100%	Variable	NA
Fire Department Miscellaneous Fees: Building Permits		Equipment Installations	per permit		\$ 663.78	630.00	100%	\$ 663.00	5%
Fire Department Miscellaneous Fees: Building Permits		HVAC/air units If over 2,000 cfm	per permit		\$ 221.26	210.00	100%	\$ 221.00	5%
New Construction Permits and Fees	New Construction				Variable	NA	100%	35%	NA

Hazardous Materials

Fee Group	Title	Sub Title	Unit	Notes	Full Cost per Inspt/Project	Avg Annual Cost per Inspt*	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Hazardous Materials Storage Permit	1A: Storage of one (1) or more types	Solid up to 500 lbs (pounds)	per year	Municipal Code, Chapter 3, Article 8	\$ 702.13	\$ 234.04	245.00	100%	\$ 234.00	-4%
Hazardous Materials Storage Permit	1A: Storage of one (1) or more types	Liquid up to 55 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 702.13	\$ 234.04	245.00	100%	\$ 234.00	-4%
Hazardous Materials Storage Permit	1A: Storage of one (1) or more types	Gaseous up to 2,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 702.13	\$ 234.04	245.00	100%	\$ 234.00	-4%
Hazardous Materials Storage Permit	2A: Storage of one (1) or more types	Solid between 500 & 5,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 743.43	\$ 247.81	279.00	100%	\$ 247.00	-11%
Hazardous Materials Storage Permit	2A: Storage of one (1) or more types	Liquid between 55 & 550 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 743.43	\$ 247.81	279.00	100%	\$ 247.00	-11%
Hazardous Materials Storage Permit	2A: Storage of one (1) or more types	Gaseous between 200 & 2,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 743.43	\$ 247.81	279.00	100%	\$ 247.00	-11%
Hazardous Materials Storage Permit	3A: Storage of one (1) to five (5) types	Solid between 5,000 & 25,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 784.73	\$ 261.58	346.00	100%	\$ 261.00	-25%
Hazardous Materials Storage Permit	3A: Storage of one (1) to five (5) types	Liquid between 550 & 2,750 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 784.73	\$ 261.58	346.00	100%	\$ 261.00	-25%
Hazardous Materials Storage Permit	3A: Storage of one (1) to five (5) types	Gaseous between 2,000 & 10,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 784.73	\$ 261.58	346.00	100%	\$ 261.00	-25%
Hazardous Materials Storage Permit	3B: Storage of six (6) or more types	Solid between 5,000 & 25,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 867.33	\$ 289.11	380.00	100%	\$ 289.00	-24%
Hazardous Materials Storage Permit	3B: Storage of six (6) or more types	Liquid between 550 & 2,750 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 867.33	\$ 289.11	380.00	100%	\$ 289.00	-24%
Hazardous Materials Storage Permit	3B: Storage of six (6) or more types	Gaseous between 2,000 & 10,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 867.33	\$ 289.11	380.00	100%	\$ 289.00	-24%
Hazardous Materials Storage Permit	4A: Storage of one (1) to five (5) types	Solid between 25,000 & 50,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 908.64	\$ 302.88	397.00	100%	\$ 302.00	-24%
Hazardous Materials Storage Permit	4A: Storage of one (1) to five (5) types	Liquid between 2,750 & 5,000 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 908.64	\$ 302.88	397.00	100%	\$ 302.00	-24%
Hazardous Materials Storage Permit	4A: Storage of one (1) to five (5) types	Gaseous between 10,000 & 20,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 908.64	\$ 302.88	397.00	100%	\$ 302.00	-24%
Hazardous Materials Storage Permit	4B: Storage of six (6) or more types	Solid between 25,000 & 50,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 949.94	\$ 316.65	414.00	100%	\$ 316.00	-24%
Hazardous Materials Storage Permit	4B: Storage of six (6) or more types	Liquid between 2,750 & 5,000 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 949.94	\$ 316.65	414.00	100%	\$ 316.00	-24%
Hazardous Materials Storage Permit	4B: Storage of six (6) or more types	Gaseous between 10,000 & 20,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 949.94	\$ 316.65	414.00	100%	\$ 316.00	-24%
Hazardous Materials Storage Permit	5A: Storage of one (1) to five (5) types	Solid 50,000 pounds or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,073.84	\$ 357.95	448.00	100%	\$ 357.00	-20%
Hazardous Materials Storage Permit	5A: Storage of one (1) to five (5) types	Liquid 5,000 gallons or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,073.84	\$ 357.95	448.00	100%	\$ 357.00	-20%
Hazardous Materials Storage Permit	5A: Storage of one (1) to five (5) types	Gaseous 20,000 cu. ft. or more at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 1,073.84	\$ 357.95	448.00	100%	\$ 357.00	-20%
Hazardous Materials Storage Permit	5B: Storage of six (6) to ten (10) types	Solid 50,000 pounds or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,197.75	\$ 399.25	482.00	100%	\$ 399.00	-17%
Hazardous Materials Storage Permit	5B: Storage of six (6) to ten (10) types	Liquid 5,000 gallons or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,197.75	\$ 399.25	482.00	100%	\$ 399.00	-17%
Hazardous Materials Storage Permit	5B: Storage of six (6) to ten (10) types	Gaseous 20,000 cu. ft. or more at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 1,197.75	\$ 399.25	482.00	100%	\$ 399.00	-17%
Hazardous Materials Storage Permit	5C: Storage of eleven (11) or more types	Solid 50,000 pounds or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,239.05	\$ 413.02	516.00	100%	\$ 413.00	-20%
Hazardous Materials Storage Permit	5C: Storage of eleven (11) or more types	Liquid 5,000 gallons or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,239.05	\$ 413.02	516.00	100%	\$ 413.00	-20%
Hazardous Materials Storage Permit	5C: Storage of eleven (11) or more types	Gaseous 20,000 cu. ft. or more at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 1,239.05	\$ 413.02	516.00	100%	\$ 413.00	-20%
Other CUPA Program Elements	Annual State Surcharges	CUPA Program Oversight	per facility	Set by State	NA	N/A	24.00	NA	\$ 24.00	0%
Other CUPA Program Elements	Annual State Surcharges	Underground Storage Tanks (UST) Program	per UST	Set by State	NA	N/A	15.00	NA	\$ 15.00	0%
Other CUPA Program Elements	Annual State Surcharges	CalARP Program	per site	Set by State	NA	N/A	270.00	NA	\$ 270.00	0%
Other CUPA Program Elements	Annual State Surcharges	California Electronic Reporting System (CERS)	per facility	Set by State	NA	N/A	25.00	NA	\$ 25.00	0%
Other CUPA Program Elements	Hazardous Waste Generator Program	Up to 27 gallons; 220 lbs generated per month	per year		\$ 536.92	\$ 178.97	183.00	100%	\$ 178.00	-3%

Hazardous Materials

Fee Group	Title	Sub Title	Unit	Notes	Full Cost per Insp/Project	Avg Annual Cost per Insp*	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Other CUPA Program Elements	Hazardous Waste Generator Program	28 to 270 gallons; 221 to 2,220 lbs per month	per year		\$ 991.24	\$ 330.41	206.00	100%	\$ 330.00	60%
Other CUPA Program Elements	Hazardous Waste Generator Program	271 gallons or more; 2,221 lbs or more per month	per year		\$ 1,321.65	\$ 440.55	313.00	100%	\$ 440.00	41%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Permit by Rule (Fixed Units)	per facility per year		\$ 1,321.65	\$ 440.55	282.00	100%	\$ 440.00	56%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Permit by Rule (Transportable units)	per facility per year		\$ 1,321.65	\$ 440.55	282.00	100%	\$ 440.00	56%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Authorization	per facility per year		\$ 743.43	\$ 247.81	248.00	100%	\$ 247.00	0%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Exemption, Specified Waste	per facility per year		\$ 660.83	\$ 220.28	214.00	100%	\$ 220.00	3%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Exemption, Small Quantity Treatment	per facility per year		\$ 660.83	\$ 220.28	214.00	100%	\$ 220.00	3%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Exemption, Commercial Laundry	per facility per year		\$ 660.83	\$ 220.28	214.00	100%	\$ 220.00	3%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Exemption, Limited	per facility per year		\$ 660.83	\$ 220.28	214.00	100%	\$ 220.00	3%
Other CUPA Program Elements		Hazardous Materials Business Plan (HMBP)	per facility per year		\$ 743.43	\$ 247.81	206.00	100%	\$ 247.00	20%
Other CUPA Program Elements		Underground Storage Tank (UST) Program	for 1st UST per year		\$ 1,239.05	\$ 1,239.05	656.00	100%	\$ 1,239.00	89%
Other CUPA Program Elements		Underground Storage Tank (UST) Program	per addn'l UST per year		\$ 536.92	\$ 536.92	142.00	100%	\$ 536.00	277%
Other CUPA Program Elements	California Accidental Release Prevention (CalARP) Program	Aboveground Petroleum Storage Act Program - Spill Prevention Control and Countermeasure Plan	per facility per year		\$ 908.64	\$ 302.88	233.00	100%	\$ 302.00	30%
Other CUPA Program Elements	California Accidental Release Prevention (CalARP) Program	Small CalARP facility	per facility per year		\$ 2,560.70	\$ 2,560.70	1,244.00	100%	\$ 2,560.00	106%
Other CUPA Program Elements	California Accidental Release Prevention (CalARP) Program	Large CalARP facility	per facility per year		\$ 2,643.31	\$ 2,643.31	2,490.00	100%	\$ 2,643.00	6%
New Construction Permits and Fees	New Construction	Large, Tenant Improvement – New Facility			\$ -	Valuation Based	3,969.00	100%	Valuation Based	NA
New Construction Permits and Fees	New Construction	Medium, Tenant Improvement – New Facility			\$ -	Valuation Based	2,605.00	100%	Valuation Based	NA
New Construction Permits and Fees	New Construction	Small, Tenant Improvement – New Facility			\$ -	Valuation Based	1,319.00	100%	Valuation Based	NA
New Construction Permits and Fees	New Facility – No Construction	Medium to Large			\$ 1,982.48		1,601.00	100%	\$ 1,982.00	24%
New Construction Permits and Fees	New Facility – No Construction	Small			\$ 991.24		776.00	100%	\$ 991.00	28%
New Construction Permits and Fees	Underground Storage Tank	System Installation - VPH			\$ 4,171.47		3,433.00	100%	\$ 4,171.00	21%
New Construction Permits and Fees	Underground Storage Tank	Piping Installation			\$ 1,445.56		1,191.00	100%	\$ 1,445.00	21%
New Construction Permits and Fees	Underground Storage Tank	Piping Installation - VPH			\$ 1,775.97		New	100%	\$ 1,775.00	NA
New Construction Permits and Fees	Underground Storage Tank	UDC/Sump Installation			\$ 1,445.56		1,191.00	100%	\$ 1,445.00	21%
New Construction Permits and Fees	Underground Storage Tank	UDC/Sump Installation - VPH			\$ 1,775.97		New	100%	\$ 1,775.00	NA
New Construction Permits and Fees	Underground Storage Tank	System Removal			\$ 1,817.27		1,480.00	100%	\$ 1,817.00	23%
New Construction Permits and Fees	Underground Storage Tank	Piping Removal			\$ 1,156.45		957.00	100%	\$ 1,156.00	21%
New Construction Permits and Fees	Underground Storage Tank	UDC/Sump Removal			\$ 1,156.45		957.00	100%	\$ 1,156.00	21%
New Construction Permits and Fees	Underground Storage Tank	EVR Phase I Installation or Upgrade			\$ 660.83		542.00	100%	\$ 660.00	22%
New Construction Permits and Fees	Underground Storage Tank	EVR Phase II Installation or Upgrade			\$ 1,197.75		989.00	100%	\$ 1,197.00	21%
New Construction Permits and Fees	Underground Storage Tank	Monitoring System Installation or Upgrade			\$ 1,073.84		889.00	100%	\$ 1,073.00	21%
New Construction Permits and Fees	Underground Storage Tank	System Tank/Piping Repair			\$ 1,899.88		1,598.00	100%	\$ 1,899.00	19%
New Construction Permits and Fees	Underground Storage Tank	System Tank/Piping Repair - VPH			\$ 2,230.29		New	100%	\$ 2,230.00	NA
New Construction Permits and Fees	Underground Storage Tank	System Miscellaneous Component Repair - Major			\$ 1,899.88		1,598.00	100%	\$ 1,899.00	19%
New Construction Permits and Fees	Underground Storage Tank	System Miscellaneous Component Repair - Major - VPH			\$ 2,230.29		1,882.00	100%	\$ 2,230.00	18%
New Construction Permits and Fees	Underground Storage Tank	System Miscellaneous Component Repair - Minor			\$ 784.73		656.00	100%	\$ 784.00	20%
New Construction Permits and Fees	Underground Storage Tank	System Miscellaneous Component Repair - Minor - VPH			\$ 1,115.14		940.00	100%	\$ 1,115.00	19%
New Construction Permits and Fees	Underground Storage Tank	Temporary Closure			\$ 1,486.86		1,256.00	100%	\$ 1,486.00	18%
New Construction Permits and Fees	Aboveground Storage Tanks	System Installation			\$ 1,239.05		1,064.00	100%	\$ 1,239.00	16%

Hazardous Materials

Fee Group	Title	Sub Title	Unit	Notes	Full Cost per Insp/Project	Avg Annual Cost per Insp*	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
New Construction Permits and Fees	Aboveground Storage Tanks	System Removal			\$ 1,073.84		915.00	100%	\$ 1,073.00	17%
New Construction Permits and Fees	Aboveground Storage Tanks	System Repair or Modification			\$ 949.94		793.00	100%	\$ 949.00	20%
New Construction Permits and Fees	California Accidental Release Prevention (CalARP) Program	Large- Risk Management Plan Review			\$ 7,103.88		6,692.00	100%	\$ 7,103.00	6%
New Construction Permits and Fees	California Accidental Release Prevention (CalARP) Program	Small- Risk Management Plan Review			\$ 4,460.58		4,202.00	100%	\$ 4,460.00	6%
New Construction Permits and Fees	California Accidental Release Prevention (CalARP) Program	Other costs incurred, including but not limited to third-party review, laboratory work, public notice, communication and correspondence			\$ 165.21		142.00	100%	\$ 165.00	16%
New Construction Permits and Fees	Meetings	Code Assistance Meeting			\$ 413.02		348.00	100%	\$ 413.00	19%
New Construction Permits and Fees	Meetings	Pre-Application Meeting			\$ 330.41		281.00	100%	\$ 330.00	17%
New Construction Permits and Fees	Request for Alternate Means of Protection (AMP)	Review			\$ 660.83		232.00	100%	\$ 660.00	184%
Miscellaneous	Facility Closure	3A and above – full facility closure			\$ 1,817.27		1,520.00	100%	\$ 1,817.00	20%
Miscellaneous	Facility Closure	3A and above – partial facility closure			\$ 1,032.54		860.00	100%	\$ 1,032.00	20%
Miscellaneous	Facility Closure	Below 3A – full facility closure			\$ 619.52		521.00	100%	\$ 619.00	19%
Miscellaneous	Facility Closure	Below 3A – partial facility closure			\$ 413.02		346.00	100%	\$ 413.00	19%
Miscellaneous	Contamination	Staff Oversight	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Sire Clearance	New construction/use – large			\$ 413.02		386.00	100%	\$ 413.00	7%
Miscellaneous	Sire Clearance	New construction/use – small			\$ 247.81		230.00	100%	\$ 247.00	7%
Miscellaneous	Sire Clearance	Property transfer – large			\$ 413.02		386.00	100%	\$ 413.00	7%
Miscellaneous	Sire Clearance	Property transfer – small			\$ 247.81		230.00	100%	\$ 247.00	7%
Miscellaneous	Other Inspections and Compliance Verification	Re-inspection (CUPA and non-CUPA)	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Other Inspections and Compliance Verification	Re-inspection beyond allowed by permit	per inspection		\$ 330.41		270.00	100%	\$ 330.00	22%
Miscellaneous	Other Inspections and Compliance Verification	After-hours inspection	per hour		\$ 247.81		214.00	100%	\$ 247.00	15%
Miscellaneous	Other Inspections and Compliance Verification	Miscellaneous Inspections and Activities	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Other Inspections and Compliance Verification	Compliance verification	per notice		\$ 82.60		72.00	100%	\$ 82.00	14%
Miscellaneous	California Environmental Reporting System	Assistance Fee	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	California Environmental Reporting System	Assistance Fee (after hours)	per hour		\$ 247.81		214.00	100%	\$ 247.00	15%
Miscellaneous	Plan Checking	Review Fee	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Plan Checking	Checking Fee	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Plan Checking	Expedited Plan Checking Fee	per hour		\$ 247.81		214.00	100%	\$ 247.00	15%

*All elements of permitted facilities are inspected once every three (3) years, with the exception of the UST and CalARP elements, which is why the full cost of the inspection must be divided by three (3) for all the other elements in order to get the annual cost of inspector

Technology Services

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee
Video Technician	Video Services including editing and duplication	Per hour, per technician		\$ 98.47	75.00	100%	\$ 98.00
	GIS Map Fee		plus materials	\$ 76.49	Variable	100%	\$ 76.00

Library and Community Services

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Overdue Fines	Print material, videotapes and sound recordings	per day	maximum - cost of item	NA	0.25	NA	\$ 0.25	0%
Overdue Fines	DVD's	per day	maximum - cost of item	NA	0.25	NA	\$ 0.25	0%
Overdue Fines	Reference materials (return within 7 days)	per day	maximum - cost of item	NA	3.00	NA	\$ 3.00	0%
Overdue Fines	Billing Fee – reference materials (returns after 7 days)			NA	75.00	NA	\$ 75.00	0%
Overdue Fines	Billing Fee – all others			NA	20.00	NA	\$ 20.00	0%
Overdue Fines	Fine Limit (non-returns)			Variable	Original cost of item plus Billing and Processing Fees	NA	Original cost of item plus Billing and Processing Fees	NA
Replacement of Lost/Damaged Pamphlet			(includes \$0.50 for Barcode Replacement)	\$ 2.00	2.00	100%	\$ 2.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Multiple Cassettes/CD/DVD Cases			\$ 9.00	9.00	100%	\$ 9.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Cassette Bags			\$ 3.00	3.00	100%	\$ 3.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Single Compact Disc and DVD Cases			\$ 3.00	3.00	100%	\$ 3.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Video Cassette Cases			\$ 4.00	4.00	100%	\$ 4.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Video Booklet			\$ 3.00	3.00	100%	\$ 3.00	0%
	Inter-Library Loan		(+ any charges imposed by the lending library)	\$ 5.34	5.00	100%	\$ 5.00	0%
	Processing fee for lost item		(in addition to original cost of item)	\$ 26.71	6.00	22%	\$ 6.00	0%
	Replacement of lost library card (borrower's card)			\$ 2.00	2.00	100%	\$ 2.00	0%
	Replacement lost/damaged bar codes			\$ 1.00	1.00	100%	\$ 1.00	0%
	Teacher Loan Box		(includes \$0.50 for Barcode Replacement)	NA	10.00	100%	\$ 10.00	0%
	Mailing of library materials		Cost of mailing	Variable	Cost of mailing	100%	Cost of mailing	NA
"Fines-Free" Library Loan Program Membership Fees	Extended loan of up to 3 items at a time	per month		NA	2.99	NA	\$ 2.99	NA
"Fines-Free" Library Loan Program Membership Fees	Extended loan of up to 5 items at a time	per month		NA	4.99	NA	\$ 4.99	NA
"Fines-Free" Library Loan Program Membership Fees	Extended loan of up to 10 items at a time	per month		NA	8.99	NA	\$ 8.99	NA
	Rental of Equipment		Deposit based on cost of equipment	Variable	New	100%	Variable	NA

Maintenance Services

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
City Hall Rental	Rotunda	Per Event	Includes 20 tables and 150 chairs	NA	675.00	0%	Market Based	NA
City Hall Rental	Prefunction Area	Per Event	Includes 20 tables and 150 chairs	NA	408.00	0%	Market Based	NA
City Hall Rental	Plaza – Half Day Rental	4-Hour Rental		NA	470.00	0%	Market Based	NA
City Hall Rental	Plaza – Full Day Rental	All Day Rental		NA	517.00	0%	Market Based	NA
City Hall Rental	Council Chambers	Per Event		NA	470.00	0%	Market Based	NA
City Hall Rental	Security Admin Fee	Per Event	plus security contract cost	\$ 57.75	47.00	100%	\$ 57.00	21%
City Hall Rental	Janitorial Admin Fee	Per Event	plus janitorial contract cost	\$ 57.75	47.00	100%	\$ 57.00	21%
City Hall Rental	Portable Bar	Per Event		\$ 76.00	76.00	100%	\$ 76.00	0%
City Hall Rental	Sound System	Per Event		\$ 133.00	133.00	100%	\$ 133.00	0%
City Hall Rental	Insurance Admin Fee – Third Party	Per Issuance		\$ 86.62	54.00	100%	\$ 86.00	59%
City Hall Rental	Cleaning and Damage Deposit	Per Event	Range from \$250 upwards, depending on size and nature of event	Variable	250.00	NA	\$ 250.00	0%
Equipment Rental	Chair Rental	per chair	(for one setup and per day)	\$ 3.85	3.00	100%	\$ 3.00	0%
Equipment Rental	60" Round Table (seats 8-10)	per table	(for one setup and per day)	\$ 11.55	9.00	100%	\$ 11.00	22%
Equipment Rental	24" Round Table (Bistro)	per table	(for one setup and per day)	\$ 9.62	8.00	100%	\$ 9.00	13%
Equipment Rental	8 Foot Long Table	per table	(for one setup and per day)	\$ 9.62	8.00	100%	\$ 9.00	13%
Equipment Rental	8 Foot Long Class Room Table	per table	(for one setup and per day)	\$ 9.62	8.00	100%	\$ 9.00	13%
Equipment Rental	Indoor Dance Floor (12' x 12')		(setup and take-down fee)	\$ 259.87	240.00	100%	\$ 259.00	8%
Equipment Rental	Table Linen: White - Round		(setup, take-down, laundry, and replacement/damage)	\$ 11.55	9.00	100%	\$ 11.00	22%
Equipment Rental	Table Linen: White - Small Round Cocktail Tables		(setup, take-down, laundry, and replacement/damage)	\$ 11.55	9.00	100%	\$ 11.00	22%
Equipment Rental	Table Linen: White - Square		(setup, take-down, laundry, and replacement/damage)	\$ 11.55	9.00	100%	\$ 11.00	22%
Equipment Rental	Table Linen: Banquet Drapes (5ft)		(setup, take-down, laundry, and replacement/damage)	\$ 15.40	12.00	100%	\$ 15.00	25%
Equipment Rental	Table Linen: Banquet Drapes (6ft)		(setup, take-down, laundry, and replacement/damage)	\$ 17.32	12.00	100%	\$ 17.00	42%
Equipment Rental	Table Linen: Banquet Drapes (8ft)		(setup, take-down, laundry, and replacement/damage)	\$ 21.17	17.00	100%	\$ 21.00	24%
Street Maintenance	Cart retrieval fee			\$ 379.16	91.00	100%	\$ 379.00	316%
Street Maintenance	Sign Fabricated & Installed by City Crew			\$ 566.43	317.00	100%	\$ 566.00	79%
Street Maintenance	Illegal Dumping on Public Right-of-Way - First Violation - Initial Inspection		No Penalty	\$ 224.28	No Charge	0%	No Charge	NA
Street Maintenance	Illegal Dumping on Public Right-of-Way - First Violation - First Follow-up inspection shows violation eliminated		No Penalty	\$ 339.78	No Charge	0%	No Charge	NA

Maintenance Services

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Street Maintenance	Illegal Dumping on Public Right-of-Way - First Follow-up inspection shows violation still exists, City abates illegal dumping		plus \$100 Penalty	\$ 1,181.18	920.00	100%	\$ 1,181.00	28%
Street Maintenance	Illegal Dumping on Public Right-of-Way - Subsequent Violation (within 12 months/same owner) Initial Inspection		No Penalty	\$ 224.28	No Charge	0%	No Charge	NA
Street Maintenance	Illegal Dumping on Public Right-of-Way - Subsequent Violation (within 12 months/same owner) First Follow-up inspection shows violation eliminated		No Penalty	\$ 339.78	No Charge	0%	No Charge	NA
Street Maintenance	Illegal Dumping on Public Right-of-Way - Subsequent Violation (within 12 months/same owner) First Follow-up inspection shows violation still exists, City abates illegal dumping		\$800 Penalty	\$ 1,181.18	920.00	100%	\$ 1,181.00	28%
Street Maintenance	Illegal Dumping on Public Right-of-Way - Subsequent Violation (within 12 months/same owner) Each subsequent inspection shows violation still exists		\$1000 Penalty	\$ 1,181.18	920.00	100%	\$ 1,181.00	28%
Street Maintenance	Illegal Dumping on Public Right-of-way - Special Assessment	per parcel		NA	342.00	NA	\$ 342.00	0%
	Special Events	per hour		\$ 115.50	New	100%	\$ 115.00	NA

Public Works

Fee Group 1	Fee Group 2	Fee Group 3	Fee Group 4	Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage			Aircraft Hangar Waiting List Application		Refundable Deposit	NA	100.00	NA	\$ 100.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Row "A" T-Hangars	per month		NA	242.00	NA	\$ 242.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Standard T-Hangars	per month		NA	340.00	NA	\$ 340.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Large T-Hangars	per month		NA	466.00	NA	\$ 466.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Exec	per month		NA	848.00	NA	\$ 848.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Executive I Hangars	per month		NA	1,119.00	NA	\$ 1,119.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Executive II Hangars	per month		NA	1,221.00	NA	\$ 1,221.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Small	per month		NA	71.00	NA	\$ 71.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Medium	per month		NA	90.00	NA	\$ 90.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Large	per month		NA	174.00	NA	\$ 174.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Extra Large	per month		NA	222.00	NA	\$ 222.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Office Spaces	per month		NA	647.00	NA	\$ 647.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		Single Engine	per month	3,500 lb.	NA	60.00	NA	\$ 60.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		Twin Engine	per month	12,500 lb. less than 50 ft.	NA	75.00	NA	\$ 75.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		12,501 - 25,000 lb. more than 50 ft.	per month		NA	108.00	NA	\$ 108.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		25,001 - 75,000 lb.	per month		NA	161.00	NA	\$ 161.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		Excess of 75,000 lbs.	per month		NA	216.00	NA	\$ 216.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		Single Engine	per month	3,500 lb. less than 40 ft.	NA	6.00	NA	\$ 6.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		Twin Engine	per month	12,500 lb. less than 50 ft.	NA	8.00	NA	\$ 8.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		12,501 - 25,000 lb. more than 50 ft.	per month		NA	12.00	NA	\$ 12.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		25,001 - 75,000 lb.	per month		NA	23.00	NA	\$ 23.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		Excess of 75,000 lbs	per month		NA	29.00	NA	\$ 29.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		Lighter-than air Airships	per month		NA	20.00	NA	\$ 20.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage			Late Charge		whichever is greater	NA	\$15 or 5% of rent	NA	\$15 or 5% of rent	NA
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage			service of a member firm of the California Association of Photocopiers and Process Servers			NA	50.00	NA	\$ 50.00	0%
Airport Services	Permits			Airport Annual Business Permit			NA	120.00	NA	\$ 120.00	0%
Airport Services	Permits			Taxiway Access Permit			NA	786.00	NA	\$ 786.00	0%
Airport Services	Gate Access Cards			Initial Issue			NA	Free	NA	Free	NA
Airport Services	Gate Access Cards			Initial Issue for non-direct Airport Tenants			NA	35.00	NA	\$ 35.00	0%
Airport Services	Gate Access Cards			Replacement			NA	25.00	NA	\$ 25.00	0%
Airport Services	Hangar Padlock Keys			Duplicate Key			NA	5.00	NA	\$ 5.00	0%
Airport Services	Hangar Padlock Keys			Re-key Padlock			NA	35.00	NA	\$ 35.00	0%

Public Works

Fee Group 1	Fee Group 2	Fee Group 3	Fee Group 4	Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Airport Services	Landing Fee			0 - 3,500 pounds	Per Landing		NA	2.00	NA	\$ 2.00	0%
Airport Services	Landing Fee			3,501 - 6,250 pounds	Per Landing		NA	4.00	NA	\$ 4.00	0%
Airport Services	Landing Fee			6,251 - 12,500 pounds	Per Landing		NA	8.00	NA	\$ 8.00	0%
Airport Services	Landing Fee			12,501 - 25,000 pounds	Per Landing		NA	16.00	NA	\$ 16.00	0%
Airport Services	Landing Fee			25,001 - 50,000 pounds	Per Landing		NA	32.00	NA	\$ 32.00	0%
Airport Services	Landing Fee			50,001 pounds and above	Per Landing		NA	64.00	NA	\$ 64.00	0%
Airport Services	Landing Fee			0 - 3,500 pounds	Daily		NA	5.00	NA	\$ 5.00	0%
Airport Services	Landing Fee			3,501 - 6,250 pounds	Daily		NA	10.00	NA	\$ 10.00	0%
Airport Services	Landing Fee			6,251 - 12,500 pounds	Daily		NA	20.00	NA	\$ 20.00	0%
Airport Services	Landing Fee			12,501 - 25,000 pounds	Daily		NA	40.00	NA	\$ 40.00	0%
Airport Services	Landing Fee			25,001 - 50,000 pounds	Daily		NA	80.00	NA	\$ 80.00	0%
Airport Services	Landing Fee			50,001 pounds and above	Daily		NA	160.00	NA	\$ 160.00	0%
Airport Services	Landing Fee			0 - 3,500 pounds	Monthly		NA	13.00	NA	\$ 13.00	0%
Airport Services	Landing Fee			3,501 - 6,250 pounds	Monthly		NA	26.00	NA	\$ 26.00	0%
Airport Services	Landing Fee			6,251 - 12,500 pounds	Monthly		NA	52.00	NA	\$ 52.00	0%
Airport Services	Landing Fee			12,501 - 25,000 pounds	Monthly		NA	104.00	NA	\$ 104.00	0%
Airport Services	Landing Fee			25,001 - 50,000 pounds	Monthly		NA	208.00	NA	\$ 208.00	0%
Airport Services	Landing Fee			50,001 pounds and above	Monthly		NA	416.00	NA	\$ 416.00	0%
Airport Services	Hangar Exchange			Administration Fee for Exchange between Tenants	each Tenant		NA	60.00	NA	\$ 60.00	0%
Airport Services	Hangar Exchange			Administration Fee for Exchange into Vacant Hangar			NA	60.00	NA	\$ 60.00	0%
Airport Services				Tie-Down Exchange		Administration Fee to Exchange tie-down spaces	NA	25.00	NA	\$ 25.00	0%
Airport Services	Vacated Hangar Cleanup			Cleanup and disposal of items, minimum charge of 2 hours			NA	150.00	NA	\$ 150.00	0%
Airport Services	Vacated Hangar Cleanup			Additional hours, hourly rate			NA	75.00	NA	\$ 75.00	0%
Airport Services				Ramp Sweeping Services			NA	90.00	NA	\$ 90.00	0%
Airport Services				Maintenance Staff Service Charge	hourly	plus materials	NA	75.00	NA	\$ 75.00	0%
Airport Services	Airport Administration Building Meeting Room			Non-profit Aviation organization charging no fee to the public			NA	No charge	NA	No charge	NA
Airport Services	Airport Administration Building Meeting Room			For-profit Aviation organization charging a fee to the public	per day		NA	200.00	NA	\$ 200.00	0%
Engineering Services	Publication			Standard Detail			\$ 68.97	17.00	49%	\$ 34.00	100%
Engineering Services	Publication			No Parking Signs			\$ 25.78	14.00	100%	\$ 25.00	79%
Engineering Services	Publication			Copy and print full size prints (24x36) first 10 pages			\$ 5.00	5.00	100%	\$ 5.00	0%
Engineering Services	Publication			Copy and print full size prints (24x36) 11+ pages			\$ 2.00	2.00	100%	\$ 2.00	0%
Engineering Services	Survey			Curb and gutter staking, up to 100 linear ft.			\$ 851.41	760.00	100%	\$ 851.00	12%
Engineering Services	Survey			Curb and gutter staking: after 100 linear feet - each additional 50 linear feet			\$ 372.15	190.00	100%	\$ 372.00	96%
Engineering Services	Survey			Grade calculations and cut sheets per location			\$ 372.15	342.00	100%	\$ 372.00	9%
Engineering Services	Survey			Form checking: up to 100 linear feet			\$ 761.28	760.00	100%	\$ 761.00	0%
Engineering Services	Survey			Form checking: after 100 linear feet - each additional 50 linear feet			\$ 190.11	190.00	100%	\$ 190.00	0%
Engineering Services	Sidewalk Rehabilitation Program			Single Family Residential lots			\$ 2,542.00	550.00	22%	\$ 550.00	0%
Engineering Services	Sidewalk Rehabilitation Program			Multi Family with 1 or 2 damaged locations			\$ 2,542.00	550.00	22%	\$ 550.00	0%
Engineering Services	Sidewalk Rehabilitation Program			Additional locations			\$ 2,542.00	550.00	22%	\$ 550.00	0%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Concrete		Major Street Improvement Plan Review Curb, gutter, and/or sidewalk (including driveway) first 100 linear feet	Deposit	Time and Materials	\$ 2,520.29	2,400.00	100%	\$ 2,520.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Concrete		Each additional 100 linear feet or fraction thereof			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Concrete		Driveway, handicapped ramp, curb return			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Concrete		Planter strip fill (each property)			\$ 154.62	146.00	100%	\$ 154.00	5%

Public Works

Fee Group 1	Fee Group 2	Fee Group 3	Fee Group 4	Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Drainage system and appurtenance, first 100 linear feet			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Each additional 100 linear feet or fraction thereof			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Drainage tie-in to existing structures			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Non-standard structures (other than above)			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Manholes, vaults, area drains, storm water inlets, other standard structures			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Storm Water Interceptors			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Street cuts, trenches, up to 100 linear feet			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Each additional 100 linear feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Street cuts, other, up to 100 square feet			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Each additional 100 sq. feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Debris box placed in right-of-way			\$ 270.63	259.00	100%	\$ 270.00	4%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Sidewalk area obstruction fee, first week			\$ 579.84	578.00	100%	\$ 579.00	0%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Sidewalk area obstruction fee, each additional week			\$ 115.95	108.00	100%	\$ 115.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Compaction tests - each test as required per hour			\$ 115.95	Time & Materials	100%	Time & Materials	NA
Engineering Services	Public Works Encroachment Permit Inspection Fees	Monitoring well inspection and plan review		First well: Inspection			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Monitoring well inspection and plan review		First well: Plan Review			\$ 534.64	436.00	100%	\$ 534.00	22%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Monitoring well inspection and plan review		Each additional well at same site: Inspection			\$ 193.29	184.00	100%	\$ 193.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Utility Services - New or Repaired		Each new or replaced utility pole location			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Utility Services - New or Repaired		Each utility service connection in sidewalk or street (gas, electric, telephone, etc.)			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	From main in street or easement to building up to 100 linear feet			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Each additional 100 linear feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Add for monitoring structure if required			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	From existing stub at right-of-way to building up to 100 linear feet			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Each additional 100 linear feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Each building sewer repair or replacement: In public right-of-way, complete			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Each building sewer repair or replacement: In public right-of-way, complete: In private property (no street evacuation)			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Building Court Mains	Each building court main when plan, profile and cut sheet are required, initial 100 feet or less			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Building Court Mains	Each additional 100 feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Building Court Mains	Each building court main when plan only is required for initial 100 feet or less			\$ 483.16	457.00	100%	\$ 483.00	6%

Public Works

Fee Group 1	Fee Group 2	Fee Group 3	Fee Group 4	Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Building Court Mains	Each additional 100 feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Additional Inspectors				For any public works encroachment permit on which an unreasonable number of inspections are required, an additional fee per inspection will be charged for each inspection over and above the number deemed reasonable by the City Engineer.	\$ 270.63	259.00	100%	\$ 270.00	4%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Development Plan Review		Industrial/Commercial			Variable	730.00	100%	\$ 730.00	0%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Development Plan Review		Residential			Variable	360.00	100%	\$ 360.00	0%
Penalties	Public Works penalty for grading without a permit						NA	2,000.00	NA	\$ 2,000.00	0%
Penalties	Code violation illegal project, penalty fee may be applied daily						NA	125.00	NA	\$ 125.00	0%
Penalties	Code Enforcement Investigations fees for permit not yet obtained						NA	2,000.00	NA	\$ 2,000.00	0%

Utilities & Environmental Services

							2017		
Fee Group 1	Fee Group 2	Fee Group 3	Title	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	
Water Service Charges			Fire Flow Test	Does not apply to special circumstances as determined by City	\$ 326.57	300.00	100%	\$ 326.00	
Water Service Charges	Other Water System Fees and Charges		Account Establishment Fee		\$ 70.69	40.00	72%	\$ 51.00	
Water Service Charges	Other Water System Fees and Charges		After-Hours Meter Activation Fee		\$ 72.34	70.00	97%	\$ 70.00	
Water Service Charges	Other Water System Fees and Charges		Meter Lock Fee		\$ 92.06	80.00	87%	\$ 80.00	
Water Service Charges	Other Water System Fees and Charges		Meter Removal Fee		\$ 90.22	80.00	89%	\$ 80.00	
Water Service Charges	Other Water System Fees and Charges		Meter Test Fee (≤ 1 inch meter)		\$ 223.25	70.00	48%	\$ 106.00	
Water Service Charges	Other Water System Fees and Charges		Meter Test Fee (1 1/2 - 2 inch meter)		\$ 295.37	290.00	98%	\$ 290.00	
Water Service Charges	Other Water System Fees and Charges		Meter Test Fee (≥ 3 inch meter)		\$ 367.48	290.00	100%	\$ 367.00	
Water Service Charges	Other Water System Fees and Charges		Noticing Fee		\$ 6.57	5.00	76%	\$ 5.00	
Water Service Charges	Development Plan Review		Industrial		\$ 179.93	N/A	50%	\$ 89.00	
Water Service Charges	Development Plan Review		Commercial		\$ 112.46	N/A	50%	\$ 56.00	
Water Service Charges	Development Plan Review		Residential		\$ 67.47	N/A	50%	\$ 33.00	
Stormwater System Service Charges			Stormwater Treatment Measure Inspection		\$ 352.87	275.00	100%	\$ 352.00	
Stormwater System Service Charges	Stormwater Facility Inspections		Industrial (under State Permit)		\$ 303.88	185.00	76%	\$ 229.00	
Stormwater System Service Charges	Stormwater Facility Inspections		Industrial (not under State Permit)		\$ 303.88	150.00	66%	\$ 200.00	
Stormwater System Service Charges	Stormwater Facility Inspections		Restaurant		\$ 196.39	130.00	80%	\$ 156.00	
Stormwater System Service Charges	Stormwater Facility Inspections		Commercial		\$ 165.90	110.00	80%	\$ 132.00	
Solid Waste Plan Review Fees	Development Plan Review		Single Family or Remodel		\$ 52.07	50.00	96%	\$ 50.00	
Solid Waste Plan Review Fees	Development Plan Review		Tract Development		\$ 169.15	160.00	95%	\$ 160.00	
Solid Waste Plan Review Fees	Development Plan Review	Commercial/Industrial	Tennant Improvement w/ Trash Enclosure		\$ 128.73	120.00	93%	\$ 120.00	
Solid Waste Plan Review Fees	Development Plan Review	Commercial/Industrial	Tennant Improvement w/o Trash Enclosure		\$ 87.84	80.00	91%	\$ 80.00	
Solid Waste Plan Review Fees	Development Plan Review		Mixed Use (Commercial & Residential)		Variable	Actual Cost	100%	Actual Cost	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Development Plan Review		Industrial		\$ 338.37	165.00	66%	\$ 221.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Development Plan Review		Commercial		\$ 338.37	95.00	44%	\$ 148.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Development Plan Review		Residential		\$ 206.47	50.00	39%	\$ 80.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Categorical	New Permit		\$ 3,103.50	2,210.00	83%	\$ 2,581.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Categorical	Permit Renewal		\$ 2,131.50	1,500.00	83%	\$ 1,760.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Categorical	Amendment		\$ 761.01	560.00	85%	\$ 645.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Categorical Significant	New Permit		\$ 2,101.84	1,410.00	80%	\$ 1,687.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Categorical Significant	Permit Renewal		\$ 1,525.67	1,010.00	80%	\$ 1,215.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Categorical Significant	Amendment		\$ 594.58	410.00	82%	\$ 485.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Groundwater	New Permit		\$ 1,109.98	740.00	100%	\$ 1,109.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Groundwater	Permit Renewal		\$ 594.58	440.00	100%	\$ 594.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Groundwater	Amendment		\$ 367.08	270.00	100%	\$ 367.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Sewered Credit	New Permit		\$ 334.64	410.00	100%	\$ 334.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Sewered Credit	Permit Renewal		\$ 334.64	410.00	100%	\$ 334.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Special Purpose	New Permit	One time Discharge	\$ 600.20	390.00	100%	\$ 600.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Compliance Schedule		Compliance Schedule	for correction violations	\$ 701.39	695.00	99%	\$ 695.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Composite Sample with Lab Costs		\$ 583.35	580.00	99%	\$ 580.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Composite Sample without Lab Costs		\$ 313.35	300.00	96%	\$ 300.00	
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Grab Sample		\$ 270.87	185.00	100%	\$ 270.00	

Utilities & Environmental Services

								2017
Fee Group 1	Fee Group 2	Fee Group 3	Title	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Violation Follow-Up Sample with Lab Cost		\$ 590.90	585.00	99%	\$ 585.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Violation Follow-Up Sample without Lab Cost		\$ 320.90	300.00	93%	\$ 300.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Sampling Equipment Fee		\$ 25.00	25.00	100%	\$ 25.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Violation follow-up inspection		Violation follow-up inspection		\$ 509.62	345.00	81%	\$ 411.00

A. Building Permit Fees

BUILDING PERMIT FEES CALCULATED BY VALUATION

This includes all new buildings, additions, tenant improvements, residential remodels and cell sites

- Valuation is defined as the fair market value of materials and labor for the work.
- Valuation shall be the higher of the stated valuation or the figure from the current International Code Council valuation table below.
- The current ICC Valuation data table below is adjusted with a regional construction cost modifier for the San Francisco Bay Area of 16%*.
**Source: The local modifier is 1.16 times the cost per square foot as published in the Building Standards Journal, April 2002 edition.*
- The valuation for tenant improvements, residential remodels or other projects that do not involve new square footage, shall be a minimum of **60%** of the cost per square foot in the valuation table below.

**Construction Type and
Minimum Cost Per Square Foot**

International Building Code Group

**Building Division staff will help determine the valuation for occupancies or construction types not listed in this table.*

	IIA	IIB	IIIA	IIIB	VA	VB
A-1 Assembly, theaters, with stage	250.68	240.19	225.83	219.32	206.42	198.60
A-1 Assembly, theaters, without stage	228.45	217.96	203.72	197.21	184.31	176.49
A-2 Assembly, restaurants, bars, banquet halls	192.64	186.17	173.98	170.26	157.39	153.11
A-3 Assembly, churches	230.86	220.38	206.42	199.91	187.02	179.20
A-3 Assembly, general, community halls, libraries	189.02	179.70	164.41	159.06	145.00	138.34
A-4 Assembly, arenas	226.13	216.80	201.40	196.05	181.99	175.33
B Business	197.57	187.78	171.16	164.72	150.21	143.56
E Educational	208.97	199.66	186.44	176.96	162.93	157.97
F-1 Factory and industrial, moderate hazard	113.48	109.24	97.87	93.45	80.62	75.91
F-2 Factory and industrial, low hazard	113.48	108.08	97.87	92.29	80.62	74.75
H-1 High Hazard, explosives	106.56	101.15	91.18	85.60	73.93	N/A
H-2 H-3 H-4 High Hazard	106.56	101.15	91.18	85.60	73.93	68.06
H-5 (HPM) semiconductor fabrication	197.57	187.78	171.16	164.72	150.21	143.56
I-1 Institutional, supervised environment	198.33	188.77	174.64	169.92	156.62	151.64
I-2 Institutional, hospitals	343.28	333.50	315.69	N/A	294.74	N/A
I-2 Institutional, nursing homes	233.15	223.37	207.90	N/A	186.95	N/A
I-4 Institutional, day care facilities	198.33	188.77	174.64	169.92	156.62	151.64
M Mercantile	141.28	134.80	123.37	119.65	106.78	102.50
R-1 Residential, hotels	200.16	190.60	176.76	172.04	158.75	153.76
R-2 Residential, multiple family	165.67	156.11	142.97	138.25	124.96	119.97
R-3 Residential, one- and two-family	158.35	154.08	148.42	144.55	138.89	130.68
R-4 Residential, care	198.33	188.77	174.64	169.92	156.62	151.64
S-1 Storage, moderate hazard	104.24	99.99	88.86	84.44	71.61	66.90
S-2 Storage, low hazard	104.24	98.83	88.86	83.28	71.61	65.74
U Utility, miscellaneous	80.09	76.01	68.70	64.16	54.32	51.77

BUILDING PERMIT FEES CALCULATED BY VALUATION

This includes all new buildings, additions, tenant improvements, residential remodels and cell sites

**All sub-permits (plumbing, mechanical and electrical) are included in the plan check and inspection fees for valuation based projects.*

- Once the valuation for the project is established, use the table below to determine the Building Inspection Fee. Several other fees are based on the Building Inspection Fee and this is outlined on the next page.

TOTAL VALUATION (Materials and Labor)	BUILDING INSPECTION FEE
\$1 to \$500	\$29.77
\$501 to \$2000	\$29.77 for the first \$500 plus \$3.87 for each additional \$100 or fraction thereof, to and including \$2000
\$2,001 to \$25,000	\$87.82 for the first \$2000 plus \$17.74 for each additional \$1000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$495.68 for the first \$25,000 plus \$12.80 for each additional \$1000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$815.70 for the first \$50,000 plus \$8.87 for each additional \$1000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1259.15 for the first \$100,000 plus \$7.09 for each additional \$1000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$4097.18 for the first \$500,000 plus \$6.02 for each additional \$1000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$7109.14 for the first \$1,000,000 plus \$4.00 for each additional \$1000 or fraction thereof

BUILDING PERMIT FEES CALCULATED BY VALUATION*

This includes all new buildings, additions, tenant improvements, residential remodels and cell sites.

*All sub-permits (plumbing, mechanical and electrical) are included in the plan check and inspection fees for valuation based projects.

INSPECTION FEES

**Fire re-inspection fees are \$387

*Hazardous Materials Inspection Fees vary on complexity of project (see Hazardous Materials comments below in Plan Review Fee Section for examples and contacts for estimates.)

BUILDING INSPECTION FEE	<i>Based from Fee Table</i>	\$ _____
**FIRE INSPECTION FEE	<i>Flat Rate</i>	\$221
*HAZ-MAT INSPECTION FEE	<i>Minimum</i>	\$284/inspection

PLAN REVIEW FEES

The Building Plan Check Fee applies to all permits. Other review fees will be applied based on the specific scope of work.

*Hazardous Materials Review and Inspection fees generally range from \$1,300 for small projects, such as cellular communication sites to \$4,000 for larger or more complex projects, such as those that may have H-Occupancies. Please contact the Hayward Fire Department at (510) 583-4900 for an estimate for your specific project.

BUILDING INSPECTION FEE x 1.0 = **BUILDING PLAN CHECK FEE:** \$ _____

Plan Check fees for master plans shall be 1.25 x the BUILDING INSPECTION FEE

BUILDING INSPECTION FEE x .35 = **PLANNING REVIEW FEE:** \$ _____

BUILDING INSPECTION FEE x .35 = ***FIRE REVIEW FEE:** \$ _____

***HAZ-MAT REVIEW FEE** *Minimum* \$142/hour

SOLID WASTE REVIEW FEE *Flat Rate* \$80

PLOT PLAN REVIEW FEE (Planning and Building) *Flat Rate per Plot* \$441

This only applies to production homes.

FIRE PLOT PLAN REVIEW FEE *Flat Rate per Plot* \$110

This only applies to production homes.

BUILDING INSPECTION FEE x .03 = **TECHNOLOGY FEE:** \$ _____

BUILDING INSPECTION FEE x .16 = **COMMUNITY PLANNING FEE:** \$ _____

PERMIT ISSUANCE FEE (Flat Rate applies to all permits) \$147

ADMINISTRATIVE FEES

Administrative fees apply to all permits. This includes the individual permits not calculated by valuation on the following pages.

SMIP FEE RESIDENTIAL:
.00013% OF VALUATION

SMIP FEE COMMERCIAL:
.00028% OF VALUATION

CA BUILDING STANDARDS FEE:
\$1.00 (Valuation \$1-25k)
\$2.00 (Valuation \$25-50k)
\$3.00 (Valuation \$50-75k)
\$4.00 (Valuation \$75-100k)
Add \$1 per every 25k over 100k

SMIP: \$ _____

CA BLDG. STANDARDS FEE \$ _____

BUILDING PERMIT FEE: \$ _____

The Building Permit Fee is defined as the sum of the plan check, inspection, and administrative fees. Some projects will also have impact fees which are calculated separately.

<u>Miscellaneous Permit Fees – Not Calculated by Valuation</u>	Unit	Fee
1. Standard Hourly Rate (or fraction thereof) for Plan Check and Inspections	hour	\$147/hour
2. Revision (permit issuance fee and hourly plan check will also be charged)	hour	\$147
3. Permit Issuance Fee (applies to all permits)	each	\$147
4. Miscellaneous Items (for items that do not have a set fee)	each	\$147
5. Plot Plan Review		
a. Plot Plan Review and Processing (in addition to permit issuance fee)		\$441
6. Address Assignment		
a. Single	each	\$220.50
b. Multiple	each	\$73.50
		Building Inspection Fee
7. Demolition		
a. Commercial/Residential demolition up to 3,000 square feet	0-3000 sf	\$294
b. Each additional 3,000 square feet	each	\$147
8. Equipment Installation	first piece	\$294
a. Additional Equipment at Same Site	each	\$147
b. Equipment Pad	each	\$220.50
9. Damaged Building Survey Fire, flood, vehicle or similar damage		\$588
10. Patio Covers		
a. Patio Cover (requires drawings and hourly plan check)	each	\$294
b. Enclosed Patio (requires drawings and hourly plan check)	each	\$588
11. Photovoltaic Systems		
a. Residential (for systems that are not flush mounted, hourly plan check fees apply)	each system	\$300
b. Commercial, up to 50 kilowatts (hourly plan check fees apply)	each system	\$1,000
c. Commercial, each additional kilowatt 51kw-250kw (hourly plan check fees apply)	each kw	\$7
d. Commercial, each additional kilowatt over 250kw (hourly plan check fees apply)	each kw	\$5
12. Residential Package Permits		
a. Tub / Shower Enclosure (includes trades)		\$147
b. Remodel- Complete Bathroom (includes trades)		\$220.50
c. Remodel- Kitchen (includes trades)		\$441
13. Storage Racks		
a. Up to 100 linear feet	first 100lf	\$441
b. Each additional 100 linear feet	each 100lf	\$147

<u>Plumbing Mechanical & Electrical Fees – Not Calculated by Valuation</u>	Unit	Building Inspection Fee
14. Plumbing Permits – Residential (single-family and duplexes)		
a. Water Heater	each	\$73.50
b. Fixtures – covers 2 Inspections for any type or number of fixtures	2 site visits	\$147
c. Water Service Repair / Replacement	each	\$73.50
d. Water Pipe (Repair or Replacement)	each	\$147
e. Sewer on private property or Cleanout Installation	each	\$147
f. Sewer Ejector System	each	\$147
g. Solar Water Heating System - <i>Hourly plan check fees may apply for systems that are not flush mounted or have other structural issues.</i>	each	\$147
h. Residential Gas Piping		\$147
i. Residential Gas Test or Meter Reset	each	\$147
15. Plumbing Permits – Commercial + Multi-Family		
a. Water Heater (Repair or Replacement)	each	\$147
b. Water Service (Repair or Replacement)	each	\$147
c. Sewer Ejector System	each	\$147
d. Industrial / Commercial Process Piping System	Each 100 linear feet or fraction thereof	\$147
e. Gas Piping	Each 100 linear feet or fraction thereof	\$147
f. Gas Test / Meter Reset	each	\$147
g. Sewer on private property or Cleanout Installation	each	\$147
h. Grease Trap	each	\$147
i. Grease Interceptor	each	\$147
j. Vacuum Breaker, Backflow Preventer or Pressure Regulator	each	\$147
16. Mechanical Permits – Residential (single-family and duplexes)		
a. Heating and/or Cooling Equipment (including ducts)	each	\$147
b. Wall Furnace	each	\$147
c. Kitchen Hood and Bathroom Vents	each	\$73.50
17. Mechanical Permits – Commercial + Multi-Family		
<i>*For units over 400 pounds or for replacements that are not in the same location, hourly plan review fees apply.</i>		
a. *HVAC unit (includes all associated sub-permits)	each	\$220.50
d. *Air Handler Unit	each	\$147
b. Vent System	each	\$147
c. Exhaust Hood Replacement (additional hourly plan check may apply)	each	\$147
18. Electrical Permits – Commercial, Residential + Multi-Family		
a. General Electrical Permit - Residential (rough and final)	each	\$294
b. General Electrical Permit – Commercial + Multi-Family (rough and final)	each	\$441
c. Service Upgrade -- Residential	each	\$514.50
d. Additional Meter Reset (general electrical permit for first)	each	\$73.50
e. Temporary Power Installation	each	\$147

Electrical Permits (Continued)

Building Inspection Fee

f. Residential E.V. charger	each	\$73.50
g. Commercial E.V. charger (may require additional hourly plan review)	each	\$294
h. Minor Residential Electrical Permit (final only- no rough)	each	\$147
i. Minor Commercial Electrical Permit (final only- no rough)	each	\$220.50

Additional Services and Violations – Not Calculated by Valuation

Unit

Fee

19. Expedited Services

a. Expedited Hourly Plan Review	hour	\$220.50/hour
b. Expedited Plan Review	each	200% of Plan Review Fee
c. Phased Approval Permits	each	\$588
d. Temporary Certificate of Occupancy	each	\$588

22. Copies, Re-Print + Change of Contractor

a. Microfilm Reproduction (8.5" x 11")	each	\$3 for first sheet \$1 for each additional
b. Printing Scanned / Archived Drawings	each	\$10 per sheet
c. Job Card / Permit Re-Print	each	\$147
d. Change of Contractor	each	\$147

23. Special Inspector Qualification Review

a. Initial Review for Approved Inspector List	each	\$588
b. Renewal Review (after 3 years)	each	\$294

24. Violation Fees

a. Investigation Fee for work done without Permits (in addition to the regular permit fees)	Each project	200% of the Building Permit Fee
b. Filing of Notice of Substandard or Hazardous Structure	each	\$147
c. Removal of Notice of Substandard or Hazardous Structure	each	\$147
d. Placards for Condemnation	each	\$147
e. Notice and Order	each	\$147

DATE: February 27, 2023
TO: Nicole Gonzales, Finance Director
FROM: Sara Buizer, Acting Director of Development Services
SUBJECT: FY 24 Master Fee Schedule Update

The Building Division under the Development Services Department has requested an update to the Building Permit Fees, section A. (p.10) of the Building Permit Fees Calculated by Valuation matrix based on International Code Council (ICC) Building Valuation Data. The current fees are based on ICC Building Valuation Data from 2015 and are not reflective of current construction costs.

The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

All values are increased by 68% based on the 2022 ICC Building Valuation Data. The changes related to this request have been added to the attached Proposed FY 2024 Master Fee Schedule PDF as directed by Finance.

A. Building Permit Fees

BUILDING PERMIT FEES CALCULATED BY VALUATION

This table is utilized to calculate fees for all new buildings, facilities, additions, tenant improvements and residential remodels when an inaccurate construction valuation is provided by the applicant/developer.

- Valuation is defined as the fair market value of materials and labor for the work.
- Valuation shall be the higher of the stated valuation as provided by the applicant/developer or the figure from the current International Code Council valuation table below.
- The current ICC Valuation data table attached is adjusted with a regional construction cost modifier for the San Francisco Bay Area of 16%*. * Source: The local modifier is 1.16 times the cost per square foot as published in the Building Standards Journal, April 2002 edition.
- The valuation for tenant improvements, residential remodels or other projects that do not involve new square footage, shall be a minimum of 60% of the cost per square foot in the valuation table.

Attached:

International Code Council Building Valuation Data dated August 2022

Cc:

Omar Noorzad, City Building Official
Tera Maroney, Management Analyst

Development Services Department

A. Building Permit Fees

BUILDING PERMIT FEES CALCULATED BY VALUATION

This table is utilized to calculate fees for all new buildings, facilities, additions, tenant improvements and residential remodels when an inaccurate construction valuation is provided by the applicant/developer.

- Valuation is defined as the fair market value of materials and labor for the work.
- Valuation shall be the higher of the stated valuation or the figure from the current International Code Council valuation table below.
- The current ICC Valuation data table attach is adjusted with a regional construction cost modifier for the San Francisco Bay Area of 16%*. * Source: The local modifier is 1.16 per square foot as published in the Building Standards Journal, April 2002 edition.
- The valuation for tenant improvements, residential remodels or other projects that do not involve new square footage, shall be a minimum of 60% of the cost per square foot in the valuation table

	Adopted FY15								Proposed FY24							
	IA	IB	IIA	IIB	IIIA	IIIB	VA	VB	IA	IB	IIA	IIB	IIIA	IIIB	VA	VB
A-1 Assembly, theaters, with stage	265.67	256.95	250.68	240.19	225.83	219.32	206.42	198.60	396.56	383.19	374.18	359.99	338.67	328.20	314.05	304.05
A-1 Assembly, theaters, without stage	243.45	234.73	228.45	217.96	203.72	197.21	184.31	176.49	362.89	349.54	340.53	326.33	305.02	294.55	280.40	270.40
A-2 Assembly, nightclubs	205.19	200.51	200.51	194.96	176.30	171.42	159.70	154.27	319.10	309.64	300.83	290.63	272.55	264.78	247.92	239.08
A-2 Assembly, restaurants, bars, banquet halls	205.19	199.35	192.64	186.17	173.98	170.26	157.39	153.11	317.94	308.48	298.51	289.47	270.23	263.62	245.42	238.55
A-3 Assembly, churches	245.86	237.14	230.86	220.38	206.42	199.91	187.02	179.20	368.22	354.87	345.84	331.66	310.87	300.39	286.24	276.24
A-3 Assembly, general, community halls, libraries, museums	205.18	199.46	189.02	179.70	164.41	159.06	145.00	138.34	314.13	300.78	290.60	277.56	255.42	246.11	230.79	221.97
A-4 Assembly, arenas	242.29	233.57	226.13	216.80	201.40	196.05	181.99	175.33	361.73	348.38	338.21	325.17	302.70	293.39	278.08	269.24
B Business	212.15	204.36	197.57	187.78	171.16	164.72	150.21	143.56	308.13	296.84	285.88	273.82	249.41	239.62	220.11	210.17
E Educational	223.06	215.15	208.97	199.66	186.44	176.96	162.93	157.97	327.92	316.70	308.37	295.08	275.43	261.52	240.73	233.23
F-1 Factory and industrial, moderate hazard	126.42	120.63	113.48	109.24	97.87	93.45	80.62	75.91	187.57	178.88	167.85	162.33	144.68	137.47	119.94	112.32
F-2 Factory and industrial, low hazard	125.26	119.47	113.48	108.08	97.87	92.29	80.62	74.75	186.41	177.72	167.85	161.17	144.68	136.31	119.94	111.16
H-1 high Hazard, explosives	118.33	112.54	106.56	101.15	91.18	85.60	73.93	N.P.	174.99	166.30	156.41	149.73	133.60	125.23	108.88	N.P.
H234 High Hazard	118.33	112.54	106.56	101.15	91.18	85.60	73.93	68.06	174.99	166.30	156.41	149.73	133.60	125.23	108.88	100.08
H-5 HPM	212.15	204.36	197.57	187.78	171.16	164.72	150.21	143.56	308.13	296.84	285.88	273.82	249.41	240.07	220.11	210.17
I-1 Institutional, supervised environment	211.73	204.02	198.33	188.77	174.64	169.92	156.62	151.64	312.17	301.46	292.49	280.69	258.12	250.99	231.40	224.45
I-2 Institutional, hospitals	357.87	350.07	343.28	333.50	315.69	N.P.	294.74	N.P.	513.16	501.86	490.90	478.84	453.11	N.P.	423.82	N.P.
I-2 Institutional, nursing homes	247.74	238.94	233.15	223.37	207.90	N.P.	186.95	N.P.	356.96	345.66	334.71	322.63	300.01	N.P.	270.72	N.P.
I-3 Institutional restrained	241.71	233.93	227.13	217.35	202.47	194.86	181.52	172.54	349.72	338.42	327.46	315.39	293.07	282.14	263.78	251.51
I-4 Institutional, day care facilities	211.73	204.02	198.33	188.77	174.64	169.92	156.62	151.64	312.17	301.46	292.49	280.69	258.12	250.99	231.40	224.45
M Mercantile	153.83	147.98	141.28	134.80	123.37	119.65	106.78	102.50	238.06	228.59	218.63	209.58	191.20	184.59	166.39	159.53
R-1 Residential, hotels	213.57	205.85	200.16	190.60	176.76	172.04	158.75	153.76	315.46	304.76	295.78	283.97	261.03	253.90	234.31	227.36
R-2 Residential, multiple family	179.08	171.37	165.67	156.11	142.97	138.25	124.96	119.97	264.06	253.36	244.39	232.58	211.14	204.02	184.43	177.48
R-3 residential, one- and two family ^d	166.95	162.36	158.35	154.08	148.42	144.55	138.89	130.68	245.92	239.26	233.09	227.35	220.72	212.73	204.76	192.65
R-4 Residential, care/assisted living facilities	211.73	204.02	198.33	188.77	174.64	169.92	156.62	151.64	312.17	301.46	292.49	280.69	258.12	250.99	231.40	224.45
S-1 Storage, moderate hazard	117.17	111.38	104.24	99.99	88.86	84.44	71.61	66.90	173.83	165.14	154.09	148.57	131.28	124.07	106.56	98.92
S-2 Storage, low hazard	116.01	110.22	104.24	98.83	88.86	83.28	71.61	65.74	172.67	163.98	154.09	147.41	131.28	122.91	106.56	97.76
U Utility, miscellaneous	90.27	85.23	80.09	76.01	68.70	64.16	108.88	51.77	133.96	126.38	119.06	113.83	102.65	94.99	80.92	77.12

determine the valuation for occupancies or construction types not listed in this table. The values below are based on the August 2022 ICC Building Valuation Data with the Building Standards Journal 16% local cost modifier included.

DATE: February 15, 2023
TO: Nicole Gonzales, Finance Director
FROM: Sara Buizer, Acting Director of Development Services
SUBJECT: FY24 Master Fee Schedule Update

The following items are requested updates to the Master Fee Schedule as they relate to the Planning Division.

Planning

a. *Item #39 Park Impact Fees*

- All Park Impact fees are increased 10.47% based on the ENR attached in accordance with Section 3 of Resolution 19-245 also attached for reference.

	Adopted FY23	Proposed FY24
ENR CCI Annual Increase		10.47%
<i>Residential</i>		
ADU that is 750+ s.f.	\$3,453	\$3,815
Studio/0 Bedroom Unit	\$3,453	\$3,815
1 Bedroom Unit	\$5,407	\$5,973
2 Bedroom Unit	\$9,753	\$10,774
3 Bedroom Unit	\$17,034	\$18,817
4+ Bedroom Unit	\$23,694	\$26,175
<i>Industrial</i>		
Gross Floor Area (per s.f.)	\$0.87	\$0.96

cc: Sara Buizer, Acting Director of Development Services
Tera Maroney, Management Analyst

City Cost Index - San Francisco - As of January 2023

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The building and construction cost indexes for ENR's individual cities use the same components and weighting as those for the 20-city national indexes. The city indexes use local prices for portland cement and 2 X 4 lumber and the national average price for structural steel. The city's BCI uses local union wages, plus fringes, for carpenters, bricklayers and iron workers. The city's CCI uses the same union wages for laborers.

To find more recent cost index data, go to this webpage (link below) and click on the link for the year you need, and then navigate to the week you need. Keep in mind that the city cost index figures are always published in the second weekly issue of the month.

http://www.enr.com/economics/current_costs

Go back to [view all City Indexes](#).

ENR COST INDEXES IN SAN FRANCISCO (1978-2022)

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2023	January	10205.32	+13.3	15498.78	+8.4
2022	December	9684.48	+8.4	14977.94	+5.3
2022	November	9819.99	+7.6	15113.51	+4.8
2022	October	9847.88	+7.5	15141.40	+4.8
2022	September	9789.74	+18.1	15083.26	+11.0
2022	August	9757.65	+14.5	15051.17	+8.9
2022	July	10346.61	+22.2	15640.10	+13.6
2022	June	10062.91	+23.2	15356.33	+14.1
2022	May	10033.57	+23.4	15326.99	+14.2
2022	April	9810.39	+24.8	15103.81	+14.8
2022	March	9833.42	+25.4	15126.84	+15.1
2022	February	9102.28	+16.5	14396.70	+9.8
2022	January	9007.82	+15.4	14301.24	+9.2
2021	December	8934.82	+13.5	14228.24	+8.0
2021	November	9127.62	+15.9	14421.03	+9.5
2021	October	9158.49	+16.3%	14451.91	+9.8%
2021	September	8290.40	+7.5	13583.81	+4.4
2021	August	8524.32	+11.8	13817.73	+6.9

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2021	July	8468.17	+11.2	13762.01	+6.6
2021	June	8165.26	+5.6	13459.10	+3.4
2021	May	8131.51	+8.1	13425.35	+4.7
2021	April	7863.57	+4.5	13157.41	+2.7
2021	March	7843.32	+4.3	13137.16	+2.5
2021	Feb	7816.32	+4.0	13110.16	+2.4
2021	Jan	7804.07	+3.9	13097.91	+2.3
2020	Dec	7874.92	+5.3	13168.76	+3.2
2020	Nov	7877.92	6.0%	13171.76	3.5%
2020	Oct	7874.17	+7.3	13168.01	+5.1
2020	Sept	7711.82	+6.0	13005.66	+5.2
2020	Aug	7626.76	+4.8	12920.60	+4.5
2020	July	7614.09	+4.9	12907.92	+4.5
2020	June	7728.87	+6.4	13022.70	+5.4
2020	May	7525.33	+3.9	12819.17	+3.9
2020	April	7522.83	+5.7	12816.67	+4.9
2020	March	7516.83	+8.1	12810.67	+6.3
2020	Feb	7513.83	+6.8	12807.67	+5.6
2020	Jan	7512.33	+7.0	12806.17	+5.7
2019	Dec	7479.68	+6.5	12764.52	+5.4
2019	Nov	7429.65	+5.9	12723.43	+5.1
2019	Oct	7341.15	+4.7	12524.93	+3.4
2019	Sept	7271.94	+3.7	12365.71	+2.2
2019	Aug	7274.44	+4.2	12368.21	+2.4
2019	July	7260.69	+4.2	12354.46	+2.5
2019	June	7260.69	+4.9	12354.46	+2.8
2019	May	7239.64	+4.6	12333.48	+2.7
2019	April	7228.39	+4.4	12322.23	+2.6
2019	Mar	6954.89	+0.5	12048.19	+0.3
2019	Feb	7038.07	+1.7	12131.37	+1.0
2019	Jan	7021.57	+1.4	12114.87	+0.8
2018	Dec	7022.07	+1.5	12115.37	+0.8
2018	Nov	7016.57	+1.4	12109.87	+0.8

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2018	Oct	7014.08	+1.3	12107.38	+0.8
2018	Sept	7010.58	+0.9	12103.88	+0.6
2018	Aug	6981.42	+0.5	12074.72	+0.3
2018	July	6966.67	+2.5	12050.97	+2.8
2018	June	6921.42	+1.9	12014.72	+2.5
2018	May	6921.42	+2.4	12014.72	+2.8
2018	Apr	6921.42	+2.3	12014.72	+2.7
2018	Mar	6921.42	+3.6	12014.72	+3.5
2018	Feb	6921.42	+3.6	12014.72	+3.5
2018	Jan	6921.42	+3.6	12014.72	+3.5
2017	Dec	6921.42	+3.6	12014.72	+3.5
2017	Nov	6921.42	+4.1	12014.72	+3.8
2017	Oct	6921.42	+4.1	12014.72	+3.8
2017	Sept	6945.92	+4.5	12037.27	+4.0
2017	Aug	6943.98	+4.8	12037.27	+4.2
2017	Jul	6796.47	2.6	11725.52	1.5
2017	Jun	6793.10	+2.6	11722.15	+1.5
2017	May	6761.99	+2.1	11691.03	+1.2
2017	Apr	6767.41	+2.1	11696.47	+1.2
2017	Mar	6680.37	+0.8	11609.44	+0.5
2017	Feb	6680.37	+4.2	11609.44	+3.9
2017	Jan	6680.37	+4.6	11609.44	+4.1
2016	Dec	6680.37	+4.6	11609.44	+4.1
2016	Nov	6650.28	+4.2	11579.33	+3.8
2016	Oct	6649.28	+4.0	11578.33	+3.8
2016	Sep	6647.28	+3.9	11576.33	+3.7
2016	Aug	6625.60	+3.70	11554.65	+3.60
2016	Jul	6626.10	+3.70	11555.15	+3.60
2016	Jun	6619.35	+3.60	11548.40	+3.50
2016	May	6621.35	+3.40	11550.40	+3.40
2016	Apr	6630.10	+3.50	11559.15	+3.50
2016	Mar	6628.85	+3.50	11557.90	+3.50
2016	Feb	6408.87	-0.10	11174.79	0.00

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2016	Jan	6387.49	-0.30	11153.41	-0.20
2015	Dec	6389.49	+2.30	11155.41	+2.20
2015	Nov	6390.46	+2.20	11154.06	+2.10
2015	Oct	6390.80	+2.40	11169.31	+2.40
2015	Sep	6395.22	+2.60	11158.82	+2.40
2015	Aug	6391.47	+2.60	11155.07	+2.40
2015	Jul	6391.47	0.00	11155.07	0.00
2015	Jun	6391.47	-0.22	11155.07	-0.13
2015	May	6405.72	0.00	11169.32	0.00
2015	Apr	6398.97	+2.8	11162.57	+2.5
2015	Mar	6405.72	+2.9	11169.32	+2.6
2015	Feb	6414.1	3	11177.7	2.6
2015	Jan	6409.56	2.9	11173.16	2.5
2014	Dec	6248.05	3.1	10915.84	5
2014	Nov	6252.05	3.1	10919.84	5
2014	Oct	6240.05	3.1	10907.84	5
2014	Sep	6230.55	3	10898.34	4.9
2014	Aug	6229.80	3.0	10897.59	4.9
2014	Jul	6229.80	3.0	10897.59	4.9
2014	Jun	6231.80	3.1	10899.59	4.9
2014	May	6228.05	3.1	10895.84	4.9
2014	Apr	6227.05	3.3	10894.84	5.0
2014	Mar	6224.05	3.3	10891.84	5.1
2014	Feb	6226.80	3.3	10894.59	5.1
2014	Jan	6228.55	3.5	10896.34	5.2
2013	Dec	6231.05	3.6	10898.84	5.3
2013	Nov	6233.30	3.5	10901.09	5.2
2013	Oct	6241.30	3.6	10909.09	5.2
2013	Sep	6047.27	0.4	10389.59	0.2
2013	Aug	6046.02	0.4	10388.34	0.2
2013	Jul	6048.77	0.2	10391.09	0.1
2013	Jun	6046.52	0.1	10388.84	0.0
2013	May	6040.77	-0.1	10383.09	0.0

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2013	Apr	6031.02	0.0	10373.34	0.0
2013	Mar	6025.77	0.0	10368.09	0.0
2013	Feb	6026.77	1.3	10369.09	1.6
2013	Jan	6018.52	1.1	10360.84	1.5
2012	Dec	6012.77	1.1	10355.09	1.5
2012	Nov	6024.02	1.3	10366.34	1.6
2012	Oct	6025.02	1.4	10367.34	1.7
2012	Sep	6022.02	1.4	10364.34	1.7
2012	Aug	6024.21	1.5	10366.54	1.7
2012	Jul	6039.21	2.0	10381.54	2.0
2012	Jun	6043.21	2.2	10385.54	2.2
2012	May	6043.71	2.3	10386.04	2.2
2012	May	6043.71	2.3	10386.04	2.2
2012	Apr	6028.96	2.1	10371.29	2.1
2012	Mar	6027.21	2.2	10369.54	2.2
2012	Feb	5952.27	1.0	10207.79	0.6
2012	Feb	5952.27	1.0	10207.79	0.6
2012	Jan	5952.27	1.6	10207.79	0.9
2011	Dec	5949.27	1.4	10204.79	0.8
2011	Nov	5948.77	1.4	10204.29	0.8
2011	Oct	5943.77	1.4	10199.29	0.8
2011	Sep	5937.27	6.4	10192.79	3.1
2011	Aug	5936.02	6.0	10191.54	2.8
2011	Jul	5923.27	5.8	10178.79	2.7
2011	Jun	5911.77	5.7	10167.29	2.7
2011	May	5906.02	5.9	10161.54	2.8
2011	Apr	5905.02	7.9	10160.54	4.4
2011	Mar	5895.52	7.8	10151.04	4.4
2011	Feb	5892.52	7.9	10148.04	4.4
2011	Jan	5860.77	7.3	10116.29	4.1
2010	Dec	5864.77	7.3	10120.29	4.1
2010	Nov	5868.02	7.5	10123.54	4.2
2010	Oct	5859.52	7.3	10115.04	4.1

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2010	Sep	5579.61	2.1	9888.54	1.7
2010	Aug	5600.74	2.5	9909.67	1.9
2010	Jul	5600.24	2.5	9909.17	1.9
2010	Jun	5593.74	2.1	9902.67	1.7
2010	May	5576.99	1.6	9885.92	1.4
2010	Apr	5471.56	-0.5	9730.17	-0.3
2010	Mar	5469.56	-0.5	9728.17	-0.3
2010	Feb	5463.56	-0.6	9722.17	-0.3
2010	Jan	5461.81	-0.9	9720.42	-0.5
2009	Dec	5463.56	-1.1	9722.17	-0.6
2009	Nov	5460.81	-2.1	9719.42	-1.2
2009	Oct	5460.56	-2.4	9719.17	-1.4
2009	Sep	5465.31	1.7	9723.92	4.1
2009	Aug	5466.06	2.7	9724.67	4.7
2009	Jul	5464.31	2.8	9722.92	4.7
2009	Jun	5477.06	4.4	9735.67	5.6
2009	May	5489.81	5.5	9748.42	6.3
2009	Apr	5497.31	6.1	9755.92	6.6
2009	Mar	5499.06	6.2	9757.67	6.6
2009	Feb	5496.56	6.5	9755.17	6.8
2009	Jan	5510.81	6.8	9769.42	7
2008	Dec	5523.06	7.1	9781.67	7.1
2008	Nov	5576.06	8.1	9834.67	7.7
2008	Oct	5594.81	9.8	9853.42	8.5
2008	Sep	5372.35	5.4	9344.67	2.9
2008	Aug	5320.6	6.7	9292.92	2.4
2008	Jul	5313.85	6.6	9286.17	2.4
2008	Jun	5244.1	5.3	9216.42	1.7
2008	May	5202.1	3.4	9174.42	0.6
2008	Apr	5182.85	3.3	9155.17	0.6
2008	Mar	5177.85	3.2	9150.17	0.5
2008	Feb	5161.24	2.9	9133.56	0.4
2008	Jan	5161.24	2.9	9133.56	0.4

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2007	Dec	5159.49	2.7	9131.81	0.3
2007	Nov	5156.99	2.3	9129.31	0.1
2007	Oct	5096.9	1.6	9079.42	-0.2
2007	Sep	5095.9	5.8	9078.42	7.2
2007	Aug	4988.64	3.8	9071.91	7.3
2007	Jul	4986.64	3.8	9069.91	7.2
2007	Jun	4980.14	4	9063.41	7.4
2007	May	5033.45	5	9116.72	8
2007	Apr	5019.45	4.7	9102.72	7.8
2007	Mar	5019.41	4.7	9102.68	7.8
2007	Feb	5016.91	4.5	9100.18	7.7
2007	Jan	5017.41	4.2	9100.68	7.5
2006	Dec	5025.39	4.5	9108.66	7.6
2006	Nov	5040.37	5.4	9123.64	8.2
2006	Oct	5015.62	5.5	9098.89	8.3
2006	Sep	4815.14	1.8	8466.48	1
2006	Aug	4812.89	5.7	8464.23	2.5
2006	Jul	4805.89	5.3	8457.23	2.3
2006	Jun	4789.39	4.7	8440.73	1.9
2006	May	4794.36	5.3	8445.69	2.2
2006	Apr	4796.11	5.3	8447.44	2.3
2006	Mar	4793.11	6	8444.44	2.6
2006	Feb	4799.11	6.1	8450.44	2.7
2006	Jan	4817.11	6.5	8468.45	2.9
2005	Dec	4811.11	6.4	8462.45	2.8
2005	Nov	4783.86	6.3	8435.2	2.8
2005	Oct	4752.26	5.9	8403.59	2.6
2005	Sep	4731.12	5.4	8382.45	2.3
2005	Aug	4552.32	4.7	8259.2	1.2
2005	Jul	4564.32	5.3	8271.2	1.5
2005	Jun	4575.43	5.6	8282.31	1.7
2005	May	4553.53	6	8260.41	1.9
2005	Apr	4553.51	6.7	8260.39	2.3

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2005	Mar	4520.24	7	8227.12	2.4
2005	Feb	4522.24	8.2	8229.12	5.4
2005	Jan	4522.74	10	8229.62	5.7
2004	Dec	4521.51	9.9	8228.39	5.6
2003	Dec	4113.11	0.5	7788.8	1.9
2002	Dec	4093.21	1.7	7644.46	3.3
2001	Dec	4025.65	-0.5	7399.07	-0.7
2000	Dec	4044.2	3.7	7447.99	9.3
1999	Dec	3898.57	-0.7	6816.7	-0.4
1998	Dec	3927.46	3.1	6845.59	1.7
1997	Dec	3809.11	4.8	6731.08	1.5
1996	Dec	3634.25	2	6629.61	1.1
1995	Dec	3561.6	1.2	6558.16	0.4
1994	Dec	3519.17	2.7	6530.35	0.8
1993	Dec	3428.04	3.9	6477.95	2.9
1992	Dec	3298.09	3.2	6294.84	1.2
1991	Dec	3270.9	0.8	6222.06	2.8
1990	Dec	3245.04	4	6055.61	2.1
1989	Dec	3119.95	1.4	5932.57	3.5
1988	Dec	3076.27	1.1	5734.48	0
1987	Dec	3044.27	2.8	5732.37	4.1
1986	Dec	2961.47	5	5508.43	9
1985	Dec	2819.5	2.3	5055.04	0.1
1984	Dec	2756.35	-2.5	5049.13	-1.4
1983	Dec	2826.13	0.9	5122.74	2.6
1982	Dec	2799.96	9.4	4993.3	8.7
1981	Dec	2558.49	6.8	4592.45	5
1980	Dec	2395.21	10.2	4371.96	14.9
1979	Dec	2172.96	12	3806.14	11.5
1978	Dec	1940.78	9.7	3412.2	8.3

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HAYWARD CITY COUNCIL

RESOLUTION NO. 19-245

Introduced by Council Member Zermeño

RESOLUTION AMENDING CHAPTER 10, ARTICLE 16 OF THE HAYWARD MUNICIPAL CODE AND ADOPTING UPDATED PARK IMPACT FEES

WHEREAS, to assure that future housing and industrial development in the City of Hayward (the "City") mitigates its impact on the City's park and recreation facilities, the City Council has considered and introduced on this same date an ordinance to amend Chapter 10, Article 16 of the City's Municipal Code, Property Developers – Obligations for Parks and Recreation; and

WHEREAS, Chapter 10, Article 16 of the City's Municipal Code authorizes the imposition of Park Impact Fees on residential subdivisions and developments and industrial developments to provide funds not to exceed the cost of mitigating the impact of the development on the City's parks and recreation system; and

WHEREAS, to ensure that the Park Impact Fees adopted by this Resolution do not exceed the cost of mitigating the impacts to the City's parks and recreation system attributable to the subdivisions and development projects on which the fee is imposed, the City Council has received and considered a report from Community Attributes, Inc. dated November 6, 2019 and entitled "City of Hayward Parks Development Impact Fee Nexus Study" (the "Nexus Study"); and

WHEREAS, the Nexus Study demonstrates that to fully mitigate the burdens created by new development on the City's parks and recreation system, a Park Impact Fee of \$4,416.39 to \$30,301.40 per residential dwelling unit and \$0.78 to \$9.72 per square foot of non-residential development would be needed; and

WHEREAS, the City Council now desires to adopt Park Impact Fees for residential subdivisions and development and industrial development as authorized by Chapter 10, Article 16 of the City's Municipal Code; and

WHEREAS, due to the reduction of the residential Park Impact Fee below the maximum allowable fees calculated by the Nexus Study and the exemption of all non-residential development, with the exception of industrial development, the Park Impact Fees imposed by this Resolution are economically reasonable and are not expected to pose a constraint on new development in the City; and

WHEREAS, notice of the hearing on the proposed fee was published twice in the manner set forth in Government Code Section 6062a as required by Government Code Sections 66004 and 66018; and

WHEREAS, the City Council has reviewed the information contained in this Resolution and the accompanying staff report and attachments thereto at a meeting held on December 17, 2019.

NOW, THEREFORE, BE IT RESOLVED, the City Council hereby adopts the following findings and takes the following actions:

Section 1. The City Council finds as follows:

A. The foregoing recitals are true and correct and incorporated into this Resolution by this reference.

B. The purpose of the Park Impact Fee is to provide funds to the City to develop and construct parks and recreation facilities to mitigate the burdens on the City's park and recreation system created by new residential and industrial development. An applicant for a residential subdivision or development or an industrial development must pay the Park Impact Fee. Partial or full credit toward the fee may be allowed for dedicated land or private parkland that is accessible to the public, in compliance with Chapter 10, Article 16 of the City's Municipal Code and in consultation with the Hayward Area Recreation and Park District (HARD).

C. In compliance with Chapter 10, Article 16 of the City's Municipal Code, all Park Impact Fees collected shall be deposited into a special park and recreation trust fund to be used solely for the purpose of acquiring necessary land and developing or rehabilitating existing park or recreational facilities reasonably related to serving the city.

D. There is a need in the City for parks and recreation facilities to serve new development.

E. The Nexus Study sets forth cost estimates that are reasonable for acquiring and developing parks and recreation facilities, and the Park Impact Fees expected to be generated by new development will not exceed these costs.

F. Setting residential Park Impact Fees below the maximum allowable level will help ensure that multifamily residential development remains financially feasible.

G. Exempting non-residential development other than industrial development will ensure that Park Impact Fees do not pose a barrier to attracting commercial development to the City.

H. Adoption of this Resolution is exempt from the California Environmental Quality Act because the adoption of this Resolution is not a project, in that it is a government funding mechanism which does not involve any commitment to any specific project. (CEQA Guidelines Section 15378(b)(4).)

Section 2. The City Council hereby adopts the following Park Impact Fees:

<i>Type of Development</i>	<i>Park Impact Fee</i>
Residential	
0 Bedrooms/Accessory Dwelling Unit	\$3,091/dwelling unit
1 Bedroom	\$4,841/dwelling unit
2 Bedrooms	\$8,732/dwelling unit
3 Bedrooms	\$15,249/dwelling unit
4+ Bedrooms	\$21,211/dwelling unit
Non-Residential	
Industrial	\$0.78/square foot of gross floor area

Notes:

1. "Bedroom," "dwelling unit," and "gross floor area" as defined by HMC Sec. 10-1.3500.
2. Projects receiving all discretionary approvals by the effective date of this Resolution shall be subject to the parkland dedication and in-lieu fee requirements in effect immediately prior to the effective date of this Resolution.

Section 3. The City Council may review and amend the Park Impact Fees from time to time. Beginning January 1, 2021, for any annual period during which the City Council does not review the Park Impact Fee, fee amounts shall be adjusted once by the City Manager or designee based on the percentage change in the Engineering News-Record Construction Cost Index, San Francisco Area.

Section 4. A Park Impact Fee as shown in Section 2 shall be paid by all developments subject to the fee.

Section 5. This Resolution shall go into full force and effect on February 20, 2020.

Section 6. Any judicial action or proceeding to attack, review, set aside, void or annul this Resolution shall be brought within the 90-day time period as established by Code of Civil Procedure Section 1094.6.

IN COUNCIL, HAYWARD, CALIFORNIA December 17, 2019

ADOPTED BY THE FOLLOWING VOTE:

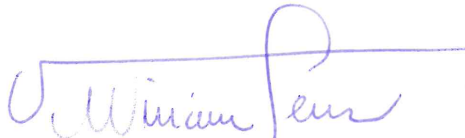
AYES: COUNCIL MEMBERS: Zermeño, Mendall, Lamnin, Salinas
MAYOR: Halliday

NOES: COUNCIL MEMBERS: Wahab

ABSTAIN: COUNCIL MEMBERS: None


ABSENT: COUNCIL MEMBERS: Márquez

ATTEST:



City Clerk of the City of Hayward

APPROVED AS TO FORM:



City Attorney of the City of Hayward

MAKERSPACE MATERIALS FEES (21ST CENTURY LIBRARY)

1. Carvey Materials
 - a. Birch material \$2.50 each
 - b. 2-color ABS \$2.50 each

2. Laser Cutter Materials
 - a. Birch material \$3.00 each
 - b. Clear acrylic \$3.00 each

3. Cricut & Scan N Cut Materials
 - a. Iron-on vinyl \$1.00 per sq. ft.
 - b. Perm adhesive vinyl \$1.00 each
 - c. 12" x 12" Cardstock \$0.50 each
 - d. Transfer tape \$0.50 each


4. Wide-format Printer Paper (per page)
 - a. 11" x 17" matte \$0.50
 - b. 11" x 17" photo \$1.00
 - c. 13" x 19" matte \$1.25
 - d. 13" x 19" photo \$3.00



Memorandum

DATE: February 16, 2023

TO: Nicole Gonzales, Acting Director of Finance

FROM: Alex Ameri, Director of Public Works 

SUBJECT: Proposed Revisions to Master Fee Schedule FY 2024 – Airport Fees

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to Airport Services (Engineering and Transportation Services, Section A).

The Hayward Executive Airport owns and leases 206 enclosed hangars and 116 tie-down spaces that accommodate aircraft of various sizes, from small single-engine airplanes to corporate jets. Many fees and charges that support airport operations and maintenance have not been revised in a number of years. Staff have reviewed the current fees and charges and determined that adjustments are appropriate for fees associated with the administration of the waiting list, hangar and tie-down exchanges, and ramp sweeping services for private leaseholds.

In order to improve cost recovery for these services, staff recommend including the following changes to the Master Fee Schedule starting FY 2024:

Fee Type	Current	Proposed
Aircraft Hangar Waiting List Application Refundable Deposit	\$100	\$150
Hangar Exchange Fee – Administration Fee for Exchange between Tenants (each Tenant)	\$60/tenant	\$85/tenant
Hangar Exchange Fee – Administration Fee for Exchange into Vacant Hangar	\$60	\$85
Tie-Down Exchange – Administration Fee to Exchange tie-down spaces	\$25	\$50
Ramp Sweeping Services, hourly rate	\$90/hour	\$125/hour



Memorandum

DATE: February 16, 2023

TO: Nicole Gonzales, Acting Director of Finance

FROM: Alex Ameri, Director of Public Works 

SUBJECT: Proposed Revisions to Master Fee Schedule FY 2024 – Dedicated Fire Service Connections

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to the Water Service Charges and Installation Fees (Section G).

Upon review of the current policies for fireline accounts, staff recommend including the following changes to the Master Fee Schedule starting FY 2024.

1. Remove Domestic Sewer Service Charge for Dedicated Fire Service Connections

Customers with dedicated fire service connections, also known as firelines, are currently billed a domestic sewer service charge when their fire service connection is used for an unauthorized purpose (a purpose other than extinguishing a fire or performing an authorized test). Staff have determined that water released through firelines does not typically impact sewer system operations and maintenance. As such, staff recommend removing the domestic sewer charge for all dedicated fireline accounts. Customers with fireline accounts will continue to be billed a 50% consumption surcharge for all unauthorized usage.

2. Implement a Refund Policy for Authorized Usage or Inaccurate Readings for Fireline Accounts

The Master Fee Schedule does not currently include information on the refund policy for authorized use or false usage registered by a fireline meter. Staff recommend adding clarifying language to the Master Fee Schedule regarding refunds.

Proposed text to be added to Section G:

Customers with appropriate documentation may qualify for a full or partial refund in specific circumstances such as:

- *Authorized water usage (e.g., for extinguishing fires or planned test of fire protection systems). Fire service connections are not intended for day-to-day water consumption, but may occasionally be authorized for specific uses. In instances where customers can provide documentation for authorized water usage, customers will only be billed for consumption and will be refunded if a 50% surcharge has been applied to their account.*
- *False usage volume (e.g. due to a faulty check valves). In instances where customers can provide proof that water consumption was due to an inaccurate meter reading, refunds can be issued for any false consumption, inclusive of the 50% surcharge.*



Memorandum

DATE: February 16, 2023

TO: Nicole Gonzales, Acting Director of Finance

FROM: Alex Ameri, Director of Public Works 

SUBJECT: Proposed Revisions to Master Fee Schedule FY 2024 – Water Hydrant Meter Deposit Fee and Monthly Service Charges

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to the Water Service Charges and Installation Fees Section B (Water Service, Construction Work, Temporary Service).

1. Adjust Water Hydrant Meter Deposit Fee and Add to FY 2024 Master Fee Schedule

Customers receive metered water service for construction and related activities through temporary water hydrant meters. The City provides meters upon receipt of the water hydrant deposit fee, which is currently \$1,600. The City retains this deposit in the event that the meter is damaged or not returned. This fee has historically not been included in the Master Fee Schedule and has also remained unchanged for a number of years. Staff recommends adding the Water Hydrant Meter Deposit Fee to the Master Fee Schedule and implementing a marginal increase beginning in FY 2024.

Per Municipal Code Chapter 11, Article 2, Section 11-2.22, the water hydrant meter deposit should cover the full cost of replacement of the meter and backflow assembly and estimated cost of water consumption for two months. However, the current \$1,600 deposit fee only recovers approximately 60% of the cost of approximately \$2,600. In order to achieve full cost recovery in compliance with the municipal code while minimizing the impact to customers, staff recommends that this fee be reviewed annually and increased incrementally over multiple fiscal years. In the first year, staff recommends increasing the water hydrant meter deposit fee by 12.5% to \$1,800.

The following table compares the City’s proposed water hydrant meter deposit fee to comparable services in other public agencies in Alameda County: Alameda County Water District (ACWD), Dublin San Ramon Sanitary District (DSRSD), and the City of Pleasanton. The results indicate that the proposed fee is generally within a reasonable range of those charged by other agencies.

Comparison of water hydrant meter deposit fees (for a 3” hydrant meter):

Hayward (Current)	Hayward (Proposed)	ACWD	DSRSD	Pleasanton
\$1,600	\$1,800	\$1,643	\$2,000 (2”)	\$2,000

2. Adjust Hydrant and Construction Meter Monthly Service Charges

The monthly meter service fees currently charged to hydrant and construction meter customers have not been updated in many years. Staff recommends increasing the monthly service charge by 20% to more closely recover the current cost of providing services.

The following table compares the City's proposed hydrant and construction meter service charges to comparable services in other public agencies in Alameda County: Alameda County Water District (ACWD), Dublin San Ramon Sanitary District (DSRSD), and the City of Pleasanton. The proposed fees for FY 2024 are within a reasonable range of those charged by other agencies.

Comparison of monthly hydrant and construction meter service charges:

Meter Size	Hayward (Current)	Hayward (Proposed)	DSRSD	Pleasanton	ACWD
3/4" meter	\$6	\$8	N/A	\$15	N/A
3" meter	\$62	\$75	\$121 (2")	\$175	\$312
4" meter	\$97	\$117	\$549	\$499	N/A
6" meter	\$194	\$233	\$1,167	\$997	N/A



Memorandum

DATE: February 16, 2023

TO: Nicole Gonzales, Acting Director of Finance

FROM: Alex Ameri, Director of Public Works 

SUBJECT: Proposed Revisions to Master Fee Schedule FY 2024 – Annual Lease Charge for Use of City Pole for Wireless Communication Facilities

The Department of Public Works and Utilities requests the addition of a new charge in the section of the Master Fee Schedule pertaining to Section 7-4 Wireless Communication Facilities (Engineering and Transportation Services, Section B).

Federal Communications Commission Order FCC-18-133 was adopted on January 14, 2019 to remove barriers to wireless infrastructure deployment and promote the use of small cell wireless communication facilities (WCFs). Wireless service providers approved by the state to use public rights-of-way (PROW) can install small cell WCFs on existing city-owned poles and structures (e.g. streetlights) or privately-owned utility poles in the public right-of-way. All small cell WCFs are subject to City guidelines for siting, design, and construction and the terms of a Master Lease Agreement with the City. These guidelines are developed and subject to change by the Public Works Department and the City Attorney's Office.

Per the FCC-18-133, the City may establish an annual lease charge in the amount of \$270 per site per calendar year for use of the city property in PROW. This charge may be increased by 3% on each subsequent January 14 (the Effective Date for FCC-13-133). The Master Fee Schedule currently includes service fees for permitting and administration but does not include the lease charges for use of city-owned poles. Staff recommend codifying the \$270 annual lease charge for use of city poles in the Master Fee Schedule, starting in FY 2024, and implementing 3% increases on each following January 14.

The table below outlines the recommended fee schedule for FY 2024.

Effective Date	Fee
July 1, 2023	\$270.00
January 14, 2024	\$278.10



Memorandum

DATE: February 16, 2023

TO: Nicole Gonzales, Acting Director of Finance

FROM: Alex Ameri, Director of Public Works 

SUBJECT: Proposed Revisions to Master Fee Schedule FY 2024 – Stormwater Inspection Fees

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to Stormwater Inspection Fees.

The City’s Water Pollution Source Control (WPSC) staff are responsible for inspecting facilities to ensure compliance with all stormwater requirements and regulations. These regulations are intended to minimize the risk of polluted runoff to stormwater drains and ultimately the San Francisco Bay.

Three years ago, staff reviewed costs of providing these services and determined that adjustments are appropriate to incorporate updated levels of effort, hourly rate adjustments and overhead charges. In most cases, full cost recovery was determined to require incremental increases over multiple fiscal years. As such, staff proposed that the fees identified below be reviewed annually and adjusted as needed in order to limit the impact on affected businesses. The proposed rates below have been identified during the third annual review of these fees. Recommended adjustments for FY 2024 are as follows:

Stormwater Facility Inspections	Current	Proposed
Industrial (under State permit)*	\$398	\$415
Industrial (not under State permit)*	\$398	\$415
Restaurant*	\$257	\$265
Commercial*	\$216	\$225
Stormwater Treatment Measure*	\$462	\$485

*Fees for these services require higher increases for full cost recovery. However, to reduce the impact on businesses, the proposed increases have been capped at a maximum of 5% (rounded to the nearest five dollars). The need for further adjustments will be reviewed, and appropriate increases proposed, in future years.

The following table compares the City’s proposed fee for Industrial inspections for facilities under the State permit, which is the most common fee category. Staff selected comparable services in other Alameda County cities: Livermore, Oakland, and Dublin. The results indicate that the proposed fees are generally within a reasonable range of those charged by other agencies.

Service	Hayward (Proposed)	Dublin	Oakland	Livermore
Industrial (under State permit)	\$415	\$437	\$381	\$1,767



Memorandum

DATE: February 16, 2023

TO: Nicole Gonzales, Acting Director of Finance

FROM: Alex Ameri, Director of Public Works 

SUBJECT: Proposed Revisions to Master Fee Schedule FY 2024 – Miscellaneous Wastewater Fees

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to Wastewater Discharge Permit Fees and Miscellaneous Charges.

The City’s Water Pollution Source Control (WPSC) staff are responsible for issuing permits and monitoring sanitary sewer discharges from significant industrial users to ensure compliance with all Federal, State, and Local requirements and limits. Depending on the nature and volume of discharge, the permits may be classified as “Categorical” or “Non-Categorical Significant.” Other permits may be issued for special purposes or short-term durations. WPSC also monitors discharge from permitted industries and follows up as necessary to ensure compliance with all regulations.

Three years ago, staff reviewed costs of providing these services and determined that adjustments are appropriate to incorporate updated levels of effort, hourly rate adjustments and overhead charges. In most cases, full cost recovery was determined to require incremental increases over multiple fiscal years. As such, staff proposed that the fees identified below be reviewed annually and adjusted as needed in order to limit the impact on affected businesses. The proposed rates below have been identified during the annual review of these fees.

Recommended adjustments for FY 2024 are as follows:

Wastewater Discharge Permits	New Permit		Permit Renewal		Amendment	
	Current	Proposed	Current	Proposed	Current	Proposed
Categorical*	\$4,073	\$4,275	\$2,797	\$2,935	\$999	\$1,045
Non-Categorical Significant*	\$2,757	\$2,890	\$2,001	\$2,100	\$780	\$815
Groundwater*	\$1,455	\$1,525	\$780	\$815	\$482	\$505
Non-Sewered Credit*	\$179	\$185	\$179	\$185	N/A	N/A
Special Purpose (One-Time)*	\$788	\$825	N/A	N/A	N/A	N/A

Wastewater Sampling	Current	Proposed
Composite Sample with Lab Costs*	\$673	\$705
Composite Sample without Lab Costs*	\$312	\$325
Grab Sample*	\$321	\$335
Violation Follow-up Sample with Lab Costs*	\$673	\$705
Violation Follow-up Sample without Lab Costs*	\$312	\$325
Sampling Equipment Fee	\$25	\$25

Compliance Schedule	Current	Proposed
Compliance Schedule (for Correction of Violations)*	\$695	\$725

Violation Follow-Up Inspection	Current	Proposed
Violation Follow-Up Inspection*	\$586	\$615

Development Plan Review	Current	Proposed
Industrial*	\$433	\$450
Commercial*	\$433	\$450
Residential*	\$271	\$280

*Fees for these services require higher increases for full cost recovery. However, to reduce the impact on businesses, the proposed increases have been capped at a maximum of 5% (rounded to the nearest five dollars). The need for further adjustments will be reviewed, and appropriate increases proposed, in future years.

The following table compares the City’s proposed fees for the most common fee types with those of nearby agencies: Oro Loma Sanitary District (Oro Loma); East Bay Municipal Utility District (EBMUD); City of San Leandro; and Dublin San Ramon Services District (DSRSD). Each agency recovers these costs in different ways, so the comparisons listed below are approximate. The proposed fees for FY 2024 remain within a reasonable range of those charged by other agencies.


Service	Hayward (Proposed)	Oro Loma	San Leandro	DSRSD	EBMUD
Categorical Permits – New	\$4,275	\$1,230 + \$15,484 annual monitoring service fee	\$1,585+ \$972 annual service charge	\$3,230	\$3,130 + \$1,720 annual monitoring fees
Violation Follow-Up Sample	\$705	\$459	\$1,063	\$770	Based on actual tests
Violation Follow-Up Inspection	\$615	\$459	\$695 + \$176/hour	\$1,085	\$780 minimum + testing fees



Memorandum

DATE: February 16, 2023

TO: Nicole Gonzales, Acting Director of Finance

FROM: Alex Ameri, Director of Public Works 

SUBJECT: Proposed Revisions to Master Fee Schedule FY 2024 – Water Service Charges and Installation Fees

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to the Water Service Charges and Installation Fees (Section A).

Increase Charges For Single Services and Manifold Services

Per Hayward Municipal Code Sec. 11-2.04 and 2.05, customers shall be charged for the cost of new water service connections, which includes installation fees, cost of materials, labor and equipment, other costs incurred on site during installation, and overhead/administrative costs. The fees identified below in the Master Fee Schedule have not been revised since FY 2011, and staff estimate that actual costs incurred by the City to provide these services are at least 30% higher than what is currently charged.

In order to improve cost recovery, staff recommend increasing water service charges and installation fees for single services and manifold services by 20% in FY 2024. Full cost recovery will require incremental increases over several fiscal years. As such, fees will be reviewed annually and adjusted as needed in such a way that limits impacts to water users.

Recommended adjustments for FY 2024 are as follows:

Single Service		
Meter Size and Service Size	Current Fee	Proposed Fee*
5/8" x 3/4"	\$3,500	\$4,200
3/4" x 3/4"	\$3,500	\$4,200
3/4" x 1"	\$3,500	\$4,200
1" x 1"	\$3,500	\$4,200
1" x 1-1/2"	\$4,140	\$4,960
1-1/2" x 1-1/2"	\$4,580	\$5,490
1-1/2" x 2"	\$4,580	\$5,490
2" x 2"	\$4,870	\$5,840
Larger than 2" x 2"	Actual cost of labor, materials, & equipment**	Actual cost of labor, materials, & equipment**

Manifold Service			
Meter Size	Service Size	Current Fee	Proposed Fee*
5/8" x 5/8"	1"	\$4,450	\$5,340
3/4" x 3/4"	1"	\$4,450	\$5,340
1" x 1"	1-1/2"	\$4,450	\$5,340
1" x 1-1/2"	2"	\$4,740	\$5,680
1-1/2" x 1-1/2"	2"	\$5,020	\$6,020
1-1/2" x 2"	2"	\$5,180	\$6,210
2" x 2"	2"	\$5,360	\$6,430
More than two meters or larger than 2" service line		Actual cost of labor, materials, & equipment**	Actual cost of labor, materials, & equipment**

*Fees for these services require higher increases for full cost recovery. To limit impact to water customers, increases have been capped at 20% (rounded to the nearest ten dollars). The need for further adjustments will be reviewed, and appropriate increases proposed, in future years.

** Per Hayward Municipal Code Sec. 11-2.05, actual costs can be charged for services larger than two inches and unusually long or difficult service connections of any size.

Increase Charges for Meters Set on Existing Service

The current fees for meters set on existing service have also not been updated since FY 2011. Staff have calculated the actual costs incurred by the City to provide these services recommend increasing fees as shown in the table below to achieve full cost recovery.

Meters Set on Existing Service		
Meter Size and Service Size	Current Fee	Proposed Fee
5/8"	\$180	\$340
3/4"	\$200	\$380
1"	\$310	\$420
1-1/2"	\$530	\$640
2"	\$660	\$810
Larger than 2"	Actual cost of labor, materials, & equipment**	Actual cost of labor, materials, & equipment**

Comparison with Other Service Providers

The following table compares the City's proposed fees for the most common fee types to those of other nearby agencies: East Bay Municipal Utility District (EBMUD), Alameda County Water District (ACWD), Dublin San Ramon Services District (DSRSD), and the City of Pleasanton. The results indicate that the proposed fee is generally within a reasonable range of those charged by other agencies.

Single Services			
Meter Size and Service Size	Hayward (Proposed)	ACWD	EBMUD
5/8" x 3/4"	\$4,200	\$5,451 (SFR)	\$5,145 (unpaved)
		\$4,578 (MFR)	\$9,499 (paved)
1" x 1"	\$4,200	\$5,451 (SFR)	\$5,145 (unpaved)
		\$4,578 (MFR)	\$9,499 (paved)

Meters Set on Existing Service				
Meter Size	Hayward (Proposed)	ACWD	Pleasanton	DSRSD
3/4"	\$380	\$261	\$453 (short) \$478 (long)	\$614
1"	\$420	\$273	\$614	\$662



Proposed Master Fee Schedule

Fiscal Year ~~2023~~2024

Director of Finance: ~~Dustin Claussen~~Nicole Gonzales

Table of Contents

Introduction	<u>34</u>
Proposition 26 Review and Compliance	<u>34</u>
All City Departments.....	<u>45</u>
City Clerk.....	<u>67</u>
City Manager	<u>89</u>
Development Services Department.....	<u>1011</u>
Engineering and Transportation Services.....	<u>2726</u>
Finance	<u>3432</u>
Fire Department	<u>3634</u>
Information Technology.....	<u>4846</u>
Library and Community Services.....	<u>4947</u>
Maintenance Services Department.....	<u>5148</u>
Police Department	<u>5752</u>
Utilities & Environmental Services.....	<u>6459</u>
Glossary of Terms	<u>7570</u>

Introduction

The Master Fee Schedule Resolution reports fees for services that are provided to our citizens. Fees that do not recover the full cost of providing the service result in a subsidy which shifts funds away from the critical, high priority needs of job creation, public safety initiatives, utility services, and neighborhood programs.

Before a fee increase was considered the Department responsible for the service demonstrated that the services are being provided as efficiently and effectively as possible. There are a minimal number of fees that were considered for an increase in this year's amendment. For these fees, each respective department demonstrated that services are provided in a best practice manner, and that all reasonable opportunities for savings have been exhausted. As a result of this critical analysis, only fees for new programs or services have been added. Additionally, other fees have been lowered, deleted, or to clarify actual fees charged for services.

Proposition 26 Review and Compliance

In November 2010, California voters approved Proposition 26, which amended Article's XIII A and XIII C of the state constitution regarding the adoption of fees and taxes. Proposition 26 seeks to assure that taxes, which must be approved by the voters, are not disguised as fees, which can be approved by legislative bodies, such as a city council. The proposed Master Fee Schedule (MFS) was reviewed for compliance with Proposition 26, and in the City Attorney's opinion, the MFS is compliant.

All City Departments

A. ADMINISTRATIVE CITATIONS – Authorized by Hayward Municipal Code (HMC) Article 7 – Administrative Citations have fines set pursuant to Government Code (GC) Section 53069 and 36900. Unless otherwise specified by Ordinance, Fee Schedule or Code, the fine amount for any violation of any section of the Municipal Code shall be:

1. First Violation	\$100.00
2. Second Violation	\$200.00
3. Third and Subsequent Violations	\$500.00

B. ADMINISTRATIVE HEARING FEE \$761.00

C. ~~CD-ROM or DVD~~ USB FLASH DRIVE \$20.00 each

D. DISHONORED OR RETURNED PAYMENT FROM BANK OR CREDIT CARD

1. If paid within 30 days of notification	\$25.00 + check amount
2. <u>If paid after 30 days of notification, subject to forgiveness of all or a portion of the fee by the Director of Finance.</u>	As authorized by California Civil Code 1719, but not less than \$25.00

E. GROSS HOUSEHOLD INCOME

The State of California annually publishes an Official State Income Limits guideline for each county. This document is available through the California Department of Housing and Community Development website at <https://www.hcd.ca.gov/>. Municipal programs offering income-based discounts will use the 'Alameda County – Very Low Income' figures to determine eligibility.

F. LATE AND DELINQUENT PAYMENTS

Unless specifically provided otherwise, the manner of payment, delinquency status, and assessment and collection of penalties for delinquent payment of the fees imposed or reflected by this master fee schedule shall be as follows:

DAILY FEE:	Due on its effective date and delinquent at 5:00 PM on due date.
MONTHLY FEE:	Due on the first day of each month for which licenses, permits, fees are sought and delinquent at 5:00 PM on the tenth day of the month.
QUARTERLY FEE:	Due on the first day of the yearly quarter period and delinquent at 5:00 PM on the tenth day of the first month in which the quarterly fee is due.
ANNUAL FEES:	Due on the first day of the established annual period and delinquent at 5:00 PM on the tenth day of the first month in which the annual fee is due.

A late payment fee of \$5.00 per month shall be applied to all accounts paid after the established due date.

The delinquent account(s) shall be assessed an interest charge of one percent (1%) per month of the unpaid delinquent balance and related interest charge. The interest charge shall be applied to all accounts delinquent for any calendar month or portion of such month and shall not be prorated.

If the delinquent payment is paid within 30 days of notification, the interest fee may be subject to forgiveness based on hardship. The Director of Finance shall review and document all interest fees not collected.

G. PHOTOCOPYING OF FILE MATERIALS

- | | |
|--|--|
| 1. <u>Black and White Copy</u> – 8½ x 11 inches
or 8½ x 14 inches | \$0.50 per page for first ten (10) pages of each document
\$0.10 each additional page of same document |
| 2. <u>Black and White Copy</u> – 11 x 17 inches | \$1.00 per page for first ten (10) pages of each document
\$0.20 per page each additional page of same document |
| 3. <u>Color Copy</u> – 8½ x 11 inches or 8½ x 14 inches | \$0.75 per page |
| 4. <u>Color Copy</u> – 11 x 17 inches | \$1.50 per page |

H. RESEARCH OR ANALYSIS OF RECORDS (involving more than 15 minutes)

- | | |
|---------------------|--------------------------|
| 1. \$76.00 per hour | (minimum charge \$20.00) |
|---------------------|--------------------------|

I. SMOKING ORDINANCE

- | | |
|--|-----------------------|
| 1. Smokers Violating the Ordinance | \$50.00 per violation |
| 2. Fines for businesses that fail to enforce the smoking ordinance | |
| (1) First Offense | \$1,000.00 |
| (2) Second Offense | \$1,500.00 |
| (3) Third Offense | \$2,000.00 |

J. TOBACCO ORDINANCE

- | | |
|---------------------|--|
| 1. Offense Fees | |
| (1) First Offense | \$1,500.00 penalty/30 day TRL suspension |
| (2) Second Offense | \$3,000.00 penalty/30 day TRL suspension |
| (3) Third Offense | \$5,000.00 penalty/30 day TRL suspension or revocation |
| 2. Reinspection Fee | \$117.00 per visit |

City Clerk

A. GENERAL SCHEDULE OF CHARGES

- | | |
|---|---|
| 1. Certification of Documents | \$13.00 for first page
\$7.00 each succeeding page |
| 2. Certificate of Residency | \$15.00 per issuance |
| 3. Photocopying of Public Records | |
| a. Black and White Copy | \$0.50 per page for the first ten pages |
| 8½ x 11 inches or 8½ x 14 inches | \$0.10 per page for each additional page of the same document |
| b. Black and White Copy | \$1.00 per page for the first ten pages |
| 11 x 17 inches | \$0.20 per page for each additional page of same document |
| c. Color Copy – 8½ x 11 inches or 8½ x 14 inches | \$0.75 per page |
| d. Color Copy – 11 x 17 inches | \$1.50 per page |
| e. Photocopying of FPPC Forms/Statements of Government Code 81008 | \$0.10 per page, plus \$5 retrieval fee for reports & statements 5 or more years old |
| 4. Reproduction of DVD of Meetings <u>on USB Flash Drive</u> | \$20.00 per DVD <u>per USB flash drive</u> |
| a. City Council | |
| b. Planning Commission | |
| 5. Fee to File “Notice of Intent to Circulate a Petition for Municipal Initiative” (refundable if a sufficient petition is filed within one year) Elections Code 9202 (b) | \$200.00 |
| 6. Candidate Statement (Election Year) | |
| a. Publication cost of the candidate’s statement in Sample Ballot Pamphlet set by Alameda County Registrar of Voters | Cost of printing, handling |
| 7. Notary Service – Government Code 8211 | \$15.00 per signature |
| 8. Passport Service | \$130.00 (age 16 and over) |
| a. Passport <u>Book</u> Fee set by and payable to US Department of State | \$100.00 (under 16)
(note: additional \$60.00 for expedited service) |
| <u>b. Passport Card Fee set by and payable to US Department of State</u> | <u>\$30.00 (age 16 and over)</u>
<u>\$15.00 (under 16)</u> |
| <u>b-c. Passport Execution Fee set by US Department of State, payable to City of Hayward</u> | \$35.00 |

e.d. Express Mail from City of Hayward to US Department of State set by USPS, payable to City of Hayward	\$286.795
d.e. Express Mail from US Department of State to Customer set by and payable to US Department of State	\$18,329.53
e. Passport Photo	\$7.50

City Manager

A. ADMINISTRATIVE SERVICES

- 1. Economic Development Committee Agenda \$4.00 per year
- 2. Economic Development Committee Minutes \$4.00 per year
- 3. Economic Profile or Plan \$5.00 each
- 4. Community Services Commission Agenda \$15.00 per year
- 5. Community Services Commission Minutes \$15.00 per year
- 6. Annual Bonds Issue Fees 1/8 of 1% of bond amount
- 7. Low Income Mortgage Credit 2% of first year's credit payable as part of State Fee

B. ECONOMIC DEVELOPMENT

- Hayward Film Permit
- 1. Film Permit applications \$125.00 per day
 - 2. Expedited Film Permit (3-5 days) \$250.00 (excludes larger productions)
 - 3. Film Permit (TV series, movies, feature films, pilots) \$175.00 per day
 - 4. Minor Encroachment Permit (filming) – excluding work to be performed by Public Works, i.e., no traffic control plan provided, just review \$834.00 flat fee
 - 5. Major Encroachment Permit (filming) – includes work from Public Works, i.e., traffic control plan \$1,507.00 flat fee
 - 6. Police clearance (filming) \$105.00 hourly
 - 7. Fire Permit (filming) \$100.00 flat fee (does not include cost if presence is required at event)
 - 8. Filming on City Property/Facilities/Hangars (varies) \$1,500.00 daily fee (extra labor, security engineering or comparable cost are not included)
Airport Property and Hangars – filming and Photography requests will be authorized at the discretion of the Airport Manager provided that the requested activity will in no way interfere with the safe, orderly, and uninterrupted use of Airport facilities by Airport users or portrays the Airport in a negative manner.
 - 9. Filming at City Hall \$575.00 daily fee (does not include cost of guard, janitorial and insurance)

~~**C. RENT STABILIZATION ADMINISTRATION**~~

1. Annual Fee per Rental Unit	\$19.00
2. Annual Fee per Covered Rental Unit	\$40.00
3. Annual Fee per Mobile home Space	\$5.00

The fees set forth herein shall be payable immediately and shall be delinquent if not received by the Housing Division on or before 5 p.m., August 31, 2022 for Residential and Mobile home.

A. LOAN SERVICING

General

1. Title Report	Actual Costs	Per Report
2. Property Appraisal Report	Actual Costs	Per Report
3. Recording Fee	Actual Costs or \$50.00 minimum	Per Document
4. Document Preparation Fee	\$100.00	Per Document

Homeownership Loan Programs

1. Subordination Fees (does not apply to CDBG and HOME)	\$600.00	Per Transaction
2. Late Payment Fee	The greater of 6% Monthly Loan or \$5.00 minimum	Payment after 15 days

Below Market Rate Program Fees

1. Subordination Fees	\$600.00	Per Transaction
2. Resale Fee	0.5%	Purchase Price
3. Exercise City Option to Purchase	3%	Maximum Restricted Resale Price

Affordable Rental Housing

1. Loan Modification Fee	Actual Costs	Time and Materials ¹
2. Subordination Fee	Actual Costs	Time and Materials ¹
3. Monitoring Fee	\$50.00	Per Unit
4. Resale Fee	Actual Costs	Time and Materials ¹
5. Legal Fee	Actual Costs	Per Transaction

¹Costs may include but are not limited to: hourly rate for staff time, recording fees, title reports, appraisals, and public noticing costs. Hourly rate may vary by department, but the hourly rate for Housing staff is \$95.00.

Development Services Department

A. BUILDING PERMIT FEES

BUILDING PERMIT FEES CALCULATED BY VALUATION

This includes all new buildings, facilities, additions, tenant improvements and residential remodels.

- Valuation is defined as the fair market value of materials and labor for the work.
- Valuation shall be the higher of the stated valuation or the figure from the current International Code Council valuation table below.
- The current ICC Valuation data table below is adjusted with a regional construction cost modifier for the San Francisco Bay Area of 16%*. * Source: *The local modifier is 1.16 times the cost per square foot as published in the Building Standards Journal, April 2002 edition.*
- The valuation for tenant improvements, residential remodels or other projects that do not involve new square footage, shall be a minimum of **60%** of the cost per square foot in the valuation table below.

International Building Code Group Building Division staff will help determine the valuation for occupancies or construction types not listed in this table. The values below are based on the February 2015 August 2022 ICC Building Valuation Data with the Building Standards Journal 16% local cost modifier included.	Construction Type and Minimum Cost Per Square Foot							
	IA	IB	IIA	IIB	IIIA	IIIB	VA	VB
A-1 Assembly, theaters, with stage	<u>396.56</u> <u>265.67</u>	<u>383.19</u> <u>256.95</u>	<u>374.18</u> <u>250.68</u>	<u>359.99</u> <u>240.19</u>	<u>338.67</u> <u>225.83</u>	<u>328.20</u> <u>219.32</u>	<u>314.05</u> <u>206.42</u>	<u>304.05</u> <u>198.60</u>
A-1 Assembly, theaters, without stage	<u>362.89</u> <u>243.45</u>	<u>349.54</u> <u>234.73</u>	<u>340.53</u> <u>228.45</u>	<u>326.33</u> <u>217.96</u>	<u>305.02</u> <u>203.72</u>	<u>294.55</u> <u>197.21</u>	<u>280.40</u> <u>184.31</u>	<u>270.40</u> <u>176.49</u>
A-2 Assembly, nightclubs	<u>319.10</u> <u>205.19</u>	<u>309.64</u> <u>200.51</u>	<u>300.83</u> <u>200.51</u>	<u>290.63</u> <u>194.96</u>	<u>272.55</u> <u>176.30</u>	<u>264.78</u> <u>171.42</u>	<u>247.92</u> <u>159.70</u>	<u>239.08</u> <u>154.27</u>
A-2 Assembly, restaurants, bars, banquet halls	<u>317.94</u> <u>205.19</u>	<u>308.48</u> <u>199.35</u>	<u>298.51</u> <u>192.64</u>	<u>289.47</u> <u>186.17</u>	<u>270.23</u> <u>173.98</u>	<u>263.62</u> <u>170.26</u>	<u>245.42</u> <u>157.39</u>	<u>238.55</u> <u>153.11</u>
A-3 Assembly, churches	<u>368.22</u> <u>245.86</u>	<u>354.87</u> <u>237.14</u>	<u>345.84</u> <u>230.86</u>	<u>331.66</u> <u>220.38</u>	<u>310.87</u> <u>206.42</u>	<u>300.39</u> <u>199.91</u>	<u>286.24</u> <u>187.02</u>	<u>276.24</u> <u>179.20</u>
A-3 Assembly, general, community halls, libraries, museums	<u>314.13</u> <u>205.18</u>	<u>300.78</u> <u>199.46</u>	<u>290.60</u> <u>189.02</u>	<u>277.56</u> <u>179.70</u>	<u>255.42</u> <u>164.41</u>	<u>246.11</u> <u>159.06</u>	<u>230.79</u> <u>145.00</u>	<u>221.97</u> <u>138.34</u>
A-4 Assembly, arenas	<u>361.73</u> <u>242.29</u>	<u>348.38</u> <u>233.57</u>	<u>338.21</u> <u>226.13</u>	<u>325.17</u> <u>216.80</u>	<u>302.70</u> <u>201.40</u>	<u>293.39</u> <u>196.05</u>	<u>278.08</u> <u>181.99</u>	<u>269.24</u> <u>175.33</u>
B Business	<u>308.13</u> <u>212.15</u>	<u>296.84</u> <u>204.36</u>	<u>285.88</u> <u>197.57</u>	<u>273.82</u> <u>187.78</u>	<u>249.41</u> <u>171.16</u>	<u>239.62</u> <u>164.72</u>	<u>220.11</u> <u>150.21</u>	<u>210.17</u> <u>143.56</u>
E Educational	<u>327.92</u> <u>223.06</u>	<u>316.70</u> <u>215.15</u>	<u>308.37</u> <u>208.97</u>	<u>295.08</u> <u>199.66</u>	<u>275.43</u> <u>186.44</u>	<u>261.52</u> <u>176.96</u>	<u>240.73</u> <u>162.93</u>	<u>233.23</u> <u>157.97</u>
F-1 Factory and industrial, moderate hazard	<u>187.57</u> <u>126.42</u>	<u>178.88</u> <u>120.63</u>	<u>167.85</u> <u>113.48</u>	<u>162.33</u> <u>109.24</u>	<u>144.68</u> <u>97.87</u>	<u>137.47</u> <u>93.45</u>	<u>119.94</u> <u>80.62</u>	<u>112.32</u> <u>75.91</u>
F-2 Factory and industrial, low hazard	<u>186.41</u> <u>125.26</u>	<u>177.72</u> <u>119.47</u>	<u>167.85</u> <u>113.48</u>	<u>161.17</u> <u>108.08</u>	<u>144.68</u> <u>97.87</u>	<u>136.31</u> <u>92.29</u>	<u>119.94</u> <u>80.62</u>	<u>111.16</u> <u>74.75</u>
H-1 high Hazard, explosives	<u>174.99</u> <u>118.33</u>	<u>166.30</u> <u>112.54</u>	<u>156.41</u> <u>106.56</u>	<u>149.73</u> <u>101.15</u>	<u>133.60</u> <u>91.18</u>	<u>125.23</u> <u>85.60</u>	<u>108.88</u> <u>73.93</u>	<u>N.P.N/A</u> <u>A</u>
H-2 H-3 H-4 High Hazard	<u>174.99</u> <u>118.33</u>	<u>166.30</u> <u>112.54</u>	<u>156.41</u> <u>106.56</u>	<u>149.73</u> <u>101.15</u>	<u>133.60</u> <u>91.18</u>	<u>125.23</u> <u>85.60</u>	<u>108.88</u> <u>73.93</u>	<u>100.08</u> <u>68.06</u>
H-5 HPM	<u>308.13</u> <u>212.15</u>	<u>296.84</u> <u>204.36</u>	<u>285.88</u> <u>197.57</u>	<u>273.82</u> <u>187.78</u>	<u>249.41</u> <u>171.16</u>	<u>240.07</u> <u>164.72</u>	<u>220.11</u> <u>150.21</u>	<u>210.17</u> <u>143.56</u>
I-1 Institutional, supervised environment	<u>312.17</u> <u>211.73</u>	<u>301.46</u> <u>204.02</u>	<u>292.49</u> <u>198.33</u>	<u>280.69</u> <u>188.77</u>	<u>258.12</u> <u>174.64</u>	<u>250.99</u> <u>169.92</u>	<u>231.40</u> <u>156.62</u>	<u>224.45</u> <u>151.64</u>

I-2 Institutional, hospitals	<u>513.16</u> <u>357.87</u>	<u>501.86</u> <u>350.07</u>	<u>490.90</u> <u>343.28</u>	<u>478.84</u> <u>333.50</u>	<u>453.11</u> <u>315.69</u>	<u>N.P.N/A</u> <u>A</u>	<u>423.82</u> <u>294.74</u>	<u>N.P.N/A</u> <u>A</u>
I-2 Institutional, nursing homes	<u>356.96</u> <u>247.74</u>	<u>345.66</u> <u>239.94</u>	<u>334.71</u> <u>233.15</u>	<u>322.63</u> <u>223.37</u>	<u>300.01</u> <u>207.90</u>	<u>N.P.N/A</u> <u>A</u>	<u>270.72</u> <u>186.95</u>	<u>N.P.N/A</u> <u>A</u>
I-3 Institutional restrained	<u>349.72</u> <u>241.71</u>	<u>338.42</u> <u>233.93</u>	<u>327.46</u> <u>227.13</u>	<u>315.39</u> <u>217.35</u>	<u>293.07</u> <u>202.47</u>	<u>282.14</u> <u>194.86</u>	<u>263.78</u> <u>181.52</u>	<u>251.51</u> <u>172.54</u>
I-4 Institutional, day care facilities	<u>312.17</u> <u>211.73</u>	<u>301.46</u> <u>204.02</u>	<u>292.49</u> <u>198.33</u>	<u>280.69</u> <u>188.77</u>	<u>258.12</u> <u>174.64</u>	<u>250.99</u> <u>169.92</u>	<u>231.40</u> <u>156.62</u>	<u>224.45</u> <u>151.64</u>
M Mercantile	<u>238.06</u> <u>153.83</u>	<u>228.59</u> <u>147.98</u>	<u>218.63</u> <u>141.28</u>	<u>209.58</u> <u>134.80</u>	<u>191.20</u> <u>123.37</u>	<u>184.59</u> <u>119.65</u>	<u>166.39</u> <u>106.78</u>	<u>159.53</u> <u>102.50</u>
R-1 Residential, hotels	<u>315.46</u> <u>213.57</u>	<u>304.76</u> <u>205.85</u>	<u>295.78</u> <u>200.16</u>	<u>283.97</u> <u>190.60</u>	<u>261.03</u> <u>176.76</u>	<u>253.90</u> <u>172.04</u>	<u>234.31</u> <u>158.75</u>	<u>227.36</u> <u>153.76</u>
R-2 Residential, multiple family	<u>264.06</u> <u>179.08</u>	<u>253.36</u> <u>171.37</u>	<u>244.39</u> <u>165.67</u>	<u>232.58</u> <u>156.11</u>	<u>211.14</u> <u>142.97</u>	<u>204.02</u> <u>138.25</u>	<u>184.43</u> <u>124.96</u>	<u>177.48</u> <u>119.97</u>
R-3 residential, one- and two-family^d	<u>245.92</u> <u>166.95</u>	<u>239.26</u> <u>162.36</u>	<u>233.09</u> <u>158.35</u>	<u>227.35</u> <u>154.08</u>	<u>220.72</u> <u>148.42</u>	<u>212.73</u> <u>144.55</u>	<u>204.76</u> <u>138.89</u>	<u>192.65</u> <u>130.68</u>
R-4 Residential, care/assisted living facilities	<u>312.17</u> <u>211.73</u>	<u>301.46</u> <u>204.02</u>	<u>292.49</u> <u>198.33</u>	<u>280.69</u> <u>188.77</u>	<u>258.12</u> <u>174.64</u>	<u>250.99</u> <u>169.92</u>	<u>231.40</u> <u>156.62</u>	<u>224.45</u> <u>151.64</u>
S-1 Storage, moderate hazard	<u>173.83</u> <u>117.17</u>	<u>165.14</u> <u>111.38</u>	<u>154.09</u> <u>104.24</u>	<u>148.57</u> <u>99.99</u>	<u>131.28</u> <u>88.86</u>	<u>124.07</u> <u>84.44</u>	<u>106.56</u> <u>71.61</u>	<u>98.926</u> <u>6.90</u>
S-2 Storage, low hazard	<u>172.67</u> <u>116.01</u>	<u>163.98</u> <u>110.22</u>	<u>154.09</u> <u>104.24</u>	<u>147.41</u> <u>98.83</u>	<u>131.28</u> <u>88.86</u>	<u>122.91</u> <u>83.28</u>	<u>106.56</u> <u>71.61</u>	<u>97.766</u> <u>5.74</u>
U Utility, miscellaneous	<u>133.96</u> <u>90.27</u>	<u>126.38</u> <u>85.23</u>	<u>119.06</u> <u>80.09</u>	<u>113.83</u> <u>76.01</u>	<u>102.65</u> <u>68.70</u>	<u>94.996</u> <u>4.16</u>	<u>80.925</u> <u>4.32</u>	<u>77.125</u> <u>1.77</u>

BUILDING PERMIT FEES CALCULATED BY VALUATION

This includes all new buildings, facilities, additions, tenant improvements and residential remodels

**All sub-permits (plumbing, mechanical and electrical) are included in the plan check and inspection fees for valuation based projects.*

- Once the valuation for the project is established, use the table below to determine the Building Inspection Fee. Several other fees are based on the Building Inspection Fee and this is outlined on the next page.

TOTAL VALUATION (Materials and Labor)	BUILDING INSPECTION FEE
\$1 to \$500	\$29.77
\$501 to \$2000	\$29.77 for the first \$500 plus \$3.87 for each additional \$100 or fraction thereof, to and including \$2000
\$2,001 to \$25,000	\$87.82 for the first \$2000 plus \$17.74 for each additional \$1000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$495.68 for the first \$25,000 plus \$12.80 for each additional \$1000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$815.70 for the first \$50,000 plus \$8.87 for each additional \$1000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1259.15 for the first \$100,000 plus \$7.09 for each additional \$1000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$4097.18 for the first \$500,000 plus \$6.02 for each additional \$1000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$7109.14 for the first \$1,000,000 plus \$4.00 for each additional \$1000 or fraction thereof

BUILDING PERMIT FEES CALCULATED BY VALUATION*

This includes all new buildings, facilities, additions, tenant improvements and residential remodels.

*All sub-permits (plumbing, mechanical and electrical) are included in the plan check and inspection fees for valuation based projects.

INSPECTION FEES

**Fire re-inspection fees are \$387

*Hazardous Materials Inspection Fees vary on complexity of project (see Hazardous Materials comments below in Plan Review Fee Section for examples and contacts for estimates.)

BUILDING INSPECTION FEE	<i>Based from Fee Table</i>	\$ _____
**FIRE INSPECTION FEE	<i>Flat Rate</i>	\$221
*HAZ-MAT INSPECTION FEE	<i>Minimum</i>	\$330/inspection
PLANNING + LANDSCAPE INSPECTION FEE	<i>Flat Rate</i>	\$212

PLAN REVIEW FEES

The Building Plan Check Fee applies to all permits. Other review fees will be applied based on the specific scope of work.

*Hazardous Materials Review and Inspection fees generally range from \$1,319 for small projects, such as cellular communication sites to \$3,969 for larger or more complex projects, such as those that may have H-Occupancies. Please contact the Hayward Fire Department at (510) 583-4900 for an estimate for your specific project.

BUILDING INSPECTION FEE x 1.0 = BUILDING PLAN CHECK FEE:	\$ _____
<i>Plan Check fees for master plans shall be 1.25 x the BUILDING INSPECTION FEE</i>	
BUILDING INSPECTION FEE x .35 = PLANNING REVIEW FEE:	\$ _____
BUILDING INSPECTION FEE x .35 = FIRE REVIEW FEE:	\$ _____
*HAZ-MAT REVIEW FEE	<i>Minimum</i> \$165/hour
SOLID WASTE REVIEW FEE	<i>Flat Rate</i> \$80
BUILDING PLOT PLAN REVIEW FEE	<i>Flat Rate per Plot</i> \$294
<i>This only applies to production homes.</i>	
PLANNING PLOT PLAN REVIEW FEE	<i>Flat Rate per Plot</i> \$491
<i>This only applies to production homes.</i>	
FIRE PLOT PLAN REVIEW FEE	<i>Flat Rate per Plot</i> \$110
<i>This only applies to production homes.</i>	

ADMINISTRATIVE FEES

Administrative fees apply to all permits. This includes the individual permits not calculated by valuation on the following pages.

BUILDING INSPECTION FEE x .09= TECHNOLOGY FEE:	\$ _____
BUILDING INSPECTION FEE x .16 = POLICY PLANNING FEE:	\$ _____
PERMIT ISSUANCE FEE (Flat Rate Applies to All Permits)	\$147

SMIP FEE RESIDENTIAL: .00013% OF VALUATION	CA BUILDING STANDARDS FEE: \$1.00 (Valuation \$1-25k) \$2.00 (Valuation \$25-50k) \$3.00 (Valuation \$50-75k) \$4.00 (Valuation \$75-100k) Add \$1 per every 25k over 100k	SMIP: \$ _____
SMIP FEE COMMERCIAL: .00028% OF VALUATION		CA BLDG. STANDARDS FEE \$ _____

BUILDING PERMIT FEE: \$ _____

The Building Permit Fee is defined as the sum of the plan check, inspection, and administrative fees. Some projects will also have impact fees which are calculated separately.

FLAT RATE PERMIT FEES

These items will also have administrative fees added to the permit. In some cases, hourly plan review fees will also be required.

<u>Miscellaneous Permit Fees – Not Calculated by Valuation</u>	Unit	Fee
1. Standard Hourly Rate (or fraction thereof) for plan check, inspections or other administrative services	hourly	\$147
a. Overtime Rate for Plan Check or Inspection Services	hourly	\$220.50
2. Revision (permit issuance fee and hourly plan check will also be charged)	hourly	\$147
3. Permit Issuance Fee (applies to all permits)	each	\$147
4. Miscellaneous Items (for items that do not have a set fee)	each	\$147
5. Plot Plan Review		
a. Planning Division Plot Plan Review	each plot	\$441
b. Building Division Plot Plan Review and processing	each plot	\$294
6. Address Assignment		
a. New Address	each	\$220.50
b. Accessory Dwelling Unit Address	each	\$73.50
		<u>Inspection Fee</u>
7. Demolition		
a. Commercial/Residential demolition up to 3,000 square feet	0-3000 sf	\$294
b. Each additional 3,000 square feet	each	\$147
8. Equipment Installation	first piece	\$294
a. Additional Equipment at Same Site	each	\$147
b. Equipment Pad	each	\$220.50
9. Voluntary Residential Seismic Retrofit Using “Plan Set A” Only applies to single family homes with a crawlspace less than or equal to 4 feet high	each	\$147 flat rate – no admin fees
10. Damaged Building Survey Fire, flood, vehicle, or similar damage		\$588
11. Patio Covers		
a. Patio Cover (requires drawings and hourly plan check)	each	\$294
b. Enclosed Patio (requires drawings and hourly plan check)	each	\$588
12. Photovoltaic Systems		

a. Residential (for systems that are not flush mounted, hourly plan check fees apply)	each system	\$300 flat rate - no admin fees
b. Commercial, up to 50 kilowatts (hourly plan check fees apply)	each system	\$1,000
c. Commercial, each additional kilowatt 51kw-250kw (hourly plan check fees apply)	each kw	\$7
d. Commercial, each additional kilowatt over 250kw (hourly plan check fees apply)	each kw	\$5

13. Residential Package Permits

a. Tub/Shower Enclosure (includes trades)		\$147
b. Remodel – Complete Bathroom (includes trades)		\$220.50
c. Remodel – Kitchen (includes trades)		\$441

14. Storage Racks

a. Up to 100 linear feet	first 100 lf	\$441
b. Each additional 100 linear feet	each 100 lf	\$147

FLAT RATE PERMIT FEES

These items will also have administrative fees added to the permit. In some cases, hourly plan review fees will also be required.

<u>Plumbing Mechanical & Electrical Fees – Not Calculated by Valuation</u>	Unit	<u>Inspection Fee</u>
15. Plumbing Permits – Residential (single-family and duplexes)		
a. Water Heater	each	\$73.50
b. Fixtures – covers 2 Inspections for any type or number of fixtures	2 site visits	\$147
c. Water Service Repair / Replacement	each	\$73.50
d. Water Pipe (Repair or Replacement)	each	\$147
e. Sewer on private property or Cleanout Installation	each	\$147
f. Sewer Ejector System	each	\$147
g. Solar Water Heating System - <i>Hourly plan check fees may apply for systems that are not flush mounted or have other structural issues.</i>	each	\$147
h. Residential Gas Piping		\$147
i. Residential Gas Test or Meter Reset	each	\$147
16. Plumbing Permits – Commercial + Multi-Family		
a. Water Heater (Repair or Replacement)	each	\$147
b. Water Service (Repair or Replacement)	each	\$147
c. Sewer Ejector System	each	\$147
d. Industrial / Commercial Process Piping System	Each 100 linear feet or fraction thereof	/-100 feet \$147
e. Gas Piping	Each 100 linear feet or fraction thereof	/-100 feet
f. Gas Test / Meter Reset	each	\$147
g. Sewer on private property or Cleanout Installation	each	\$147
h. Grease Trap	each	\$147
i. Grease Interceptor	each	\$147

j. Vacuum Breaker, Backflow Preventer or Pressure Regulator	each	\$147
17. Mechanical Permits – Residential (single-family and duplexes)		
a. Heating and/or Cooling Equipment (including ducts)	each	\$147
b. Wall Furnace	each	\$147
c. Kitchen Hood and Bathroom Vents	each	\$73.50
18. Mechanical Permits – Commercial + Multi-Family		
<i>*For units over 400 pounds or for replacements that are not in the same location, hourly plan review fees apply.</i>		
a. *HVAC unit (includes all associated sub-permits)	each	\$220.50
b. *Air Handler Unit	each	\$147
c. Vent System	each	\$147
d. Exhaust Hood Replacement (additional hourly plan check may apply)	each	\$147
19. Electrical Permits – Residential (single-family and duplexes)		
a. General Electrical Permit - Residential (rough and final)	each	\$220.50
b. Residential E.V. charger	each	\$73.50
c. Service Upgrade -- Residential	each	\$73.50
d. Meter Reset	each	\$73.50
e. Temporary Power Installation	each	\$147
f. Minor Residential Electrical Permit (final only- no rough)	each	\$147

FLAT RATE PERMIT FEES

These items will also have administrative fees added to the permit. In some cases, hourly plan review fees will also be required.

		<u>Inspection Fee</u>
20. Electrical Permits – Commercial + Multi-Family		
a. General Electrical Permit – Commercial + Multi-Family (rough and final)	each	\$441
b. Commercial E.V. charger (may require additional hourly plan review)	each	\$294
c. Commercial Service Upgrade	each	\$147
d. Commercial Meter Reset	each	\$73.50
e. Minor Commercial Electrical Permit (final only- no rough)	each	\$220.50
f. Signs (illuminated exterior signage)	each	\$147

Additional Services and Violations – Not Calculated by Valuation

21. Special Review Services

		Unit
a. Expedited Hourly Plan Review	hour	\$220.50
b. Expedited Plan Review	each	200% of Plan Review
c. Phased Approval Permits	each	\$588
d. Temporary Certificate of Occupancy	each	\$588
e. Alternate Materials and Methods Review	each	\$588

22. Copies, Re-Print + Change of Contractor

a. Printing Scanned / Archived Drawings	each	\$10 per sheet
b. Job Card / Permit Re-Print	each	\$73.50
c. Change of Contractor	each	\$147

23. Special Inspector Qualification Review

a. Initial Review for Approved Inspector List	each	\$588
b. Renewal Review (after 3 years)	each	\$294

24. Violation Fees

a. Investigation Fee for work done without Permits (in addition to the regular permit fees)	Each project	205% of the Building Permit Fee
b. Filing of Notice of Substandard or Hazardous Structure	hourly	\$147 -per hour
c. Removal of Notice of Substandard or Hazardous Structure	hourly	\$147 per hour
d. Placards for Condemnation	hourly	\$147 per hour
e. Notice and Order	hourly	\$147 per hour
f. Stop Work Order / Red Tag	hourly	\$147 per hour

B. PLANNING

1. Conceptual Development Review Meeting¹	No charge for 1 st meeting	Subsequent meetings** billed at \$328 per hour
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**Subsequent meetings related to same project/project site

2. SB330 Preliminary Application	\$	1000 Time & Material; Initial Deposit ²
3. Code Assistance Meeting¹	No Charge	
4. Review of Business License	\$	82 Per License
5. Annexation Proceedings Costs shall also include, but not be limited to, current annexation filing fees established by the Board of Equalization in manner provided by the State Government Code Section 54902.5.	\$	15,000 Time & Material; Initial Deposit ²
6. LAFCO Utility Service Agreement (Preparation and processing of documents in connection with utility service to property outside of the City limits)	\$	5,000 Time & Material; Initial Deposit ²
7. Environmental/Technical Analysis (Contract) Consultant	\$	5,000 Time & Material; Initial

		Deposit ²
8. General Plan Amendment¹	\$	12,000 Time & Material; Initial Deposit ²
9. Text Change to Zoning Ordinance¹	\$	12,000 Time & Material; Initial Deposit ²
10. Rezoning and Pre-zoning (including new or major modification to a Planned Development)¹	\$	12,000 Time & Material; Initial Deposit ²
11. Rezoning (Planned Development Precise Plan or Preliminary Plan Minor Modification)	\$	6,000 Time & Material; Initial Deposit ²
12. Conditional Use Permit¹	\$	6,000 Time & Material; Initial Deposit ²
13. Administrative Use Permit¹		
a. Livestock	\$	500 Per Application
b. Food Vendors	\$	700 Per Application
c. Processed Administratively	\$	2,000 Time & Material; Initial Deposit ²
d. Involving Public Hearing	\$	6,000 0 Time & Material; Initial Deposit ²
14. Site Plan Review¹		
a. Processed Administratively	\$	2,000 Time & Material; Initial Deposit ²
b. Involving Public Hearing	\$	6,000 Time & Material; Initial Deposit ²
15. Variance/Warrants - Processed Administratively	\$	2,000 Time & Material; Initial Deposit ²
16. Variance/Warrants & Exceptions - Involving Public Hearing	\$	6,000 Time & Material; Initial Deposit ²
17. Modification of Approved Development Plan - Processed Administratively -	\$	2,000 Time & Material; Initial Deposit ²
18. Modification of Approved Development Plan - Involving Public Hearing -	\$	6,000 Time & Material; Initial

		Deposit ²
19. Extension of Approved Development Plan/Applications	\$	1,000 Time & Material; Initial Deposit ²
20. Designation of Historical or Architectural Significance¹	\$	6,000 Time & Material; Initial Deposit ²
21. Development Agreement		
a. Review of application, negotiation of agreements, processing through Planning Commission and City Council		12,000 Time & Material; Initial Deposit ²
b. Amendment Processing		6,000 Time & Material; Initial Deposit ²
c. Annual Review		1,000 Time & Material; Initial Deposit ²
22. Written Verification of Zoning Designation or Similar Request	\$	500 Per Application
23. Research	\$	164 per hour after first 15 minutes
24. Zoning Conformance Permit		
a. Tier One: Apiaries, Unattended Collection Boxes	\$	210 Per Application
b. Tier Two: Household Pets (when required)	\$	53 Per Application
c. Tier Three: Accessory Dwelling Unit	\$	328 Per Unit
25. Sign Permits		
a. Sign Permit (one business)	\$	327
b. Sign Permit (each additional business – same application)	\$	327
c. Temporary Sign Permit (Banners, Flags, Streamers, Pennants, Buntin, Searchlights, Inflatable Signs, Human Signs)	\$	100 Fee plus 200 Deposit*
*Temporary sign deposits to be refunded upon removal of signage		
d. Portable/A-Frame Signs	\$	50 Encroachment Permit
e. Mural Art	\$	50
Note: Revocable Encroachment Permit also applies to Human signs in the public right of way, see Engineering and Transportation section for applicable fee(s).		
26. Sign Program	\$	817
27. Appeal Fee for Applicant	\$	6,000 Time & Material; Initial Deposit ²
28. Appeal Fee Other Than Applicant	\$	400
29. Tentative Tract or Tentative Parcel Map		

a. Processed Administratively	\$	4,000 Time & Material; Initial Deposit ²
b. Involving Public Hearing	\$	6,000 Time & Material; Initial Deposit ²
30. Landscape Lighting Assessment District Benefit Zone Annexation & Formation	\$	15,000 Time & Material; Initial Deposit ² ; plus Consultant Fees
31. Lot Line Adjustment	\$	4,000 Time & Material; Initial Deposit ²
32. Certificate of Merger or Certificate of Compliance	\$	4,000 Time & Material; Initial Deposit ²
33. Security Gate Application	\$	1,635
34. Street Event Permit	\$	2,944

The Development Services Director or designee may reduce or waive this fee for certain events. *(See Fee Reduction, Waiver, and Sponsorship for Special Events Policy)*

35. Tree Preservation		
a. Annual Pruning Certification	\$	817
b. Tree Removal/pruning*	\$	490
*A Minor Encroachment Permit may also be required – See Engineering Services Section		
c. Investigation and Violation Fee for work done without Permits (in addition to the regular permit fees)	\$	200% of Tree Permit Fee
36. Mobile-home Park Closure/Change of Use	\$	9,814
37. Inspections – Planning and Landscape		
a. Code Enforcement Compliance Inspection Fee	\$	125
b. Landscape Inspection and/or Re-inspection Fee	\$	164 Per Hour
38. Policy Planning Fee		16% of Building Permit Fee
39. Park Impact Fee		
Residential		
a. ADU that is 750+ s.f.	\$	<u>3,815,453</u>
b. Studio/0-bedroom Unit	\$	<u>3,815,453</u>
c. 1 Bedroom Unit	\$	<u>5,407,973</u>
d. 2 Bedroom Unit	\$	<u>9,753,10,774</u>
e. 3 Bedroom Unit	\$	<u>17,034,18,817</u>
f. 4+ Bedroom Unit	\$	<u>23,694,26,175</u>
(Industrial Development (Industrial us in IL, IP, or IG		

zoning district)
 g. Gross Floor Area \$ 0.8796 per s.f.
 Notes: \$

1. "Bedroom", "dwelling unit", "gross floor area", as defined by HMC Sec. 10-1.3500.
2. Projects receiving all discretionary approvals by the effective date of this Resolution shall be subject to the parkland dedication and in-lieu fee requirements in effect immediately prior to the effective date of Resolution 19-245.

40. Affordable Housing In-Lieu Fees

1. Residential Development Projects Ten Units or More
 - a. High-Density Condominiums (35 units per acre or more) \$17,859.35/Square Foot of Habitable Space*
 - b. All other Dwelling Unit Types \$234,644.6/Square Foot of Habitable Space*

*Note: Affordable housing In-Lieu Fees shall be paid either prior to issuance of a building permit or prior to approval of a final inspection or issuance of an occupancy permit. Fees paid at occupancy shall be increased by 10 percent (10%) to \$19,642.29/sq. ft. of habitable space for high density condominiums and to \$253,801/sq. ft. of habitable space for all other Dwelling Unit types. Regardless of the option chosen, no final inspection will be approved, and no occupancy permit will be issued for any Dwelling Unit unless all required Affordable Housing In-Lieu Fees for the project have been paid in full. "Habitable Space" means floor area within a Dwelling Unit designed, used, or intended to be used exclusively for living and sleeping purposes and exclusive of vents, shafts, eaves, overhangs, atriums, covered entries and courts and any portion of a structure above ground used for parking, parking aisles, loading areas, or accessory uses.

2. Residential Development Projects – Two to Nine Units
 Projects of two to nine units shall pay the following percentage of the fee calculated pursuant to Section 1 above:

Number of Units in the Project	Percentage of Calculated Fee
2	50%
3	67%
4	75%
5	80%
6	83%
7	86%
8	88%
9	89%

3. Fractional Units
 If an applicant provides on-site Affordable Units under Chapter 10, Article 17 of the Hayward Municipal Code and elects to pay Affordable Housing In-Lieu Fees for a fractional unit, the fractional in-lieu fee payment shall be calculated as follows:

Fractional Unit/Total Affordable Unit Requirement x Per Square Foot Fee x Total Habitable Square Footage in the Project

4. Applications for Residential Development Projects of Two or More Units Deemed Complete as of December 20, 2017:
 - a. Projects receiving all discretionary approvals by February 1, 2018: Affordable Housing Impact Fees in effect on December 20, 2017.
 - b. Projects not receiving all discretionary approvals by February 1, 2018, provided that all

discretionary approvals and building permit(s) are obtained within two (2) years of December 20, 2017: 50% of the Affordable Housing In-Lieu Fee calculated under either Section 3(1) or Section 3(2) of RES 17 – 167, as applicable depending on the size of the project.

¹It is recommended that major projects be reviewed at a Pre-Application Meeting prior to submittal of a Development Review Application. A Code Assistance Meeting is also recommended involving project design to allow professionals to address technical code questions.

²This is an initial deposit only to cover staff labor hours and materials. The hourly rate may vary by department; the hourly rate of Planning staff is \$164. Materials being deducted from deposits may include costs associated with the distribution of required public noticing, such as legal ads and post cards; an overhead charge of \$0.10 per post card (in addition to applicable postage costs) will be applied to cover material and administrative costs. If during the review of the project the Planning Director estimates that the charges will exceed the deposit, additional deposit(s) will be required. Also, the Planning Director may authorize a lesser initial deposit than shown if he/she determines that processing of an application will not entail need for the full initial deposit. Prompt payments of deposits or outstanding fees owed in association with the application will assure continued staff review of the project. Any surplus deposit remaining shall be refunded promptly upon project completion.

C. CODE ENFORCEMENT - COMMUNITY PRESERVATION PROGRAM

1. Request for Postponement of Inspection

a. First Request	No charge	
b. Second Request for	No charge	+\$400 penalty
c. Third Request	No charge	+\$800 penalty
d. "No Show" for Inspection Appointment	\$392	+\$1,600 penalty

2. Violation of Community Preservation, Sign, Vehicle, Weed Abatement, Building, Public Nuisance, Zoning Ordinances, and HMC Code violations

a. First Violation		
(1) Initial inspection	No charge	
(2) Reinspection shows violation eliminated	No charge	
(3) Reinspection shows violation still exists	\$626	+\$400 penalty
(4) Second inspection violation still exists	\$626	+\$800 penalty
(5) Third, Fourth, Fifth and Subsequent inspection shows violation still exists	\$626	+\$1,600 penalty
b. Subsequent violation(s)		
(1) Initial inspection and notices	\$743	+\$800 penalty
(2) Each subsequent inspection violation still exists	\$626	+\$1,600 penalty
c. Abatement costs (per parcel)	\$1,325	plus contractor costs
d. Lien/Special Assessment (per parcel)	\$1,811	per parcel

3. Hearing Fee: Administrative, Special Assessment, Administrative Citation, and Lien Hearings)

	\$946	per hearing
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4. Egregious Violation(s) Penalties

On-going health and safety violations, public nuisances and illegal uses, including but not limited to: garage conversion, room additions, accessory structures, construction without permits, home occupation, use permits or site plan review, unpermitted uses related to environmental hazards.

a. Tier 1 for first verified violation(s)	\$1,500
b. Tier 2 for second verified violation(s)	\$3,000

c. Tier 3 for third and subsequent verified violation(s)	\$5,000	
5. Tobacco Retailer License, Initial or Renewal Fee	\$400	annual fee
a. First Offense	\$1,500	penalty/30-day TRL suspension
b. Second Offense	\$3,000	penalty/30-day TRL suspension
c. Third Offense	\$5,000	penalty/30-day TRL suspension
Reinspection Fee	\$117	per visit
<u>6. Cannabis Licensing Program, License Renewal, Inspection, Penalties Fees</u>		
a. Preliminary Determination of Eligibility/Screening Application	\$2,500	
b. Initial Commercial Cannabis Business Permit Application	\$15,000	
*Covers cost of consultant review of business and operating plan, initial site inspections to verify compliance by applicable City staff, administrative costs, and program management, including HPD decoy operations.		
c. Annual Cannabis Permit Renewal Fee, Per License Type		
*Covers cost of follow-up site inspections to verify compliance and related administrative costs.		
Delivery	\$5,000	
Distribution	\$5,000	
Cultivation	\$8,000	
Manufacturing	\$8,000	
Retail Dispensaries (Storefront)	\$10,000	
Microbusiness (includes all activities)	\$20,000	
Testing Labs	\$3,000	
<u>d. Temporary Cannabis Permit Activity</u>	<u>\$2,500</u>	<u>deposit/hourly</u>
<u>e. Modification to Existing Commercial Cannabis Permit</u>	<u>\$2,000</u>	<u>deposit/hourly</u>
*Does Not Include Revisions to Planning Entitlements		
<u>f. Employee Work Permit Application Fee</u>		
<u>1) Initial Application Fee</u>	<u>\$299</u>	
<u>(Including, but not limited to, Fingerprints, Live Scan, and Badge)</u>		
<u>2) Renewal Fee w/o Live Scan</u>	<u>\$160</u>	
<u>g. Inspection Fees</u>		
<u>1) Initial Inspection</u>	<u>\$0</u>	
<u>2) Reinspection (up to three hours)</u>	<u>\$500</u>	
<u>3) Reinspection (greater than three hours)</u>	<u>\$200</u>	<u>/hour</u>
<u>h. Penalties for Non-Cultivation Related Violations</u>		
<u>1) First Violation</u>	<u>\$5000</u>	
<u>2) Second Violation</u>	<u>\$10,000</u>	
<u>3) Third Violation</u>	<u>\$15,000</u>	
<u>4) Selling Cannabis Product to a Minor</u>	<u>\$2,500</u>	<u>/incident</u>
<u>i. Penalties for Cultivation Violations</u>		
<u>1) First violation</u>	<u>\$1,000</u>	<u>per plant</u>
<u>2) Second violation within 2 years</u>	<u>\$2,500</u>	<u>per plant</u>
<u>3) Third violation within 2 years</u>	<u>\$5,000</u>	<u>per plant</u>
— Inspection Fees and Penalties		
0) Initial Inspection (No violations)	\$0	
0) Initial Inspection (Violations)	\$5,000	

0) 2nd reinspection (No violations)	\$500 reinspection fee
0) 2nd reinspection (Violations)	\$10,000 + \$500 reinspection fee
0) 3rd & subsequent reinspection (No violations)	\$500 reinspection fee
0) 3rd & subsequent reinspection (Violations)	\$15,000 + \$500 reinspection fee
0) Subsequent Violations	\$10,000 + \$500 reinspection fee
0) Subsequent reinspection (No violations)	\$500 reinspection fee
0) Subsequent reinspection (Violations)	\$15,000 + \$500 reinspection fee
0) Any required inspections after the initial inspection greater than three hours will be assessed an hourly code enforcement inspection fee of \$200/hr.	
Employee Work Permit Application Fee	
0) Initial Application Fee (Including but not limited to, Fingerprints, Live Scan, and Badge)	\$299
0) Renewal Fee w/o Live Scan	\$160
Penalties For Illegal Operations	
0) \$1,000 per plant for the first violation	
0) \$2,500 per plant for the second violation within 2 years; and	
0) \$5,000 per plant for the third violation within 2 years	
0) An additional \$100 per plant, per day, the unpermitted cannabis use continues past the 5th day of the date of mailing, posting, or person service of the notice and order, whichever is earlier.	
Penalties for Selling Cannabis Products to a Minor	\$2,500 Per Incident
Temporary Cannabis Permit Activity	\$2,500 Deposit/Hourly
Modification to Existing Commercial Cannabis Permit	\$2,000 Deposit/Hourly
*Does Not Include Revisions to Planning Entitlements	

82.7. Grading or Encroachment Permit

- | | |
|---|---------|
| a. Code violation illegal project, penalty fee may be applied daily | \$125 |
| b. Code Enforcement Investigation fees, for permit not obtained | \$2,000 |

83.8. Building Violation Fees

- | | |
|---|-----------------------------|
| a. Investigation Fee for work done without Permits (in addition to the regular permit fees) | 200% of Building Permit Fee |
| b. Filing of Notice of Substandard or Hazardous Structure | \$164 per hour |
| c. Removal of Notice Substandard or Hazardous Structure | \$164 per hour |
| d. Placards for Condemnation | \$164 per hour |
| e. Notice and Order | \$164 per hour |

84.9. Vacant Property Monitoring

Annual Vacant Property Registration and Monitoring Fee \$2,550 (minimum of one inspection per year)

Program Fees:

Initial Inspection, no violation found	No charge
Initial Inspection, violation found	\$1,500
2 nd Re-inspection, no violation found	\$500 re-inspection fee
2 nd Re-inspection, violation found	\$3,000
3 rd and subsequent re-inspection, no violations	\$500 re-inspection fee
3 rd and subsequent re-inspection, violations found	\$5,000
Any required inspections after the initial inspection greater than three hours will be assessed an hourly code enforcement inspection fee	\$200 per hour

Request for Administrative Hearing fee	\$946
Special Assessment/Lien Fee	\$1,811

D. CODE ENFORCEMENT – RENTAL HOUSING & HOTEL INSPECTION PROGRAM

- 1. Annual Fee for rental housing, hotel or motel**
 - a. Single-family, duplex, triplex, or fourplex \$88
 - b. Five or more units \$22 per unit
- 2. First request for postponement of initial inspection or progress check** No charge
- 3. Inspection, report, and enforcement actions pursuant to HMC, Ch. 9, Art. 5, rental unit parces**
 - a. Initial inspection, no violations found Included in annual fee
 - b. Initial inspection, violations found \$350
 - c. First Progress Check, violations corrected No charge
 - d. First Progress Check, violations not corrected \$350
 - e. Second Progress Check \$350 + \$400 penalty
 - f. Third Progress Check \$350 + \$800 penalty
 - g. Fourth and Subsequent Progress Check \$350 + \$1,600 penalty
- 4. Initial Inspection or Progress Check, No Access or Re-schedule**
 - a. First Site Visit \$116 + \$400 penalty
 - b. Second Site Visit \$116 + \$800 penalty
 - c. Third and Subsequent Site Visit \$116 + \$1,600 penalty
- 5. Rent Control Deregulation Inspection pursuant to Ordinance No. 83-023 as amended.**
 - a. Initial inspection/survey and one re-inspection \$700
 - b. Additional re-inspections \$350 per inspection
- 6. Lien/Special Assessment** \$1,811 per parcel
- 7. Administrative Hearing Fee** \$946

E. HOUSING

1. RENT STABILIZATION ADMINISTRATION

<u>a. Annual Fee per Rental Unit</u>	<u>\$19.00</u>
<u>b. Annual Fee per Covered Rental Unit</u>	<u>\$40.00</u>
<u>c. Annual Fee per Mobile-home Space</u>	<u>\$5.00</u>

The fees set forth herein shall be payable immediately and shall be delinquent if not received by the Housing Division on or before 5 p.m., August 31, 2023, for Residential and Mobile-home.

2. TENANT RELOCATION ASSISTANCE ORDINANCE HEARINGS

- a. Hearing Fee: Administrative, Special Assessment, Administrative Citation, and Lien Hearings \$946.00 per hearing

F. LOAN SERVICING

General

<u>1. Title Report</u>	<u>Actual Costs</u>	<u>Per Report</u>
<u>2. Property Appraisal Report</u>	<u>Actual Costs</u>	<u>Per Report</u>
<u>3. Recording Fee</u>	<u>Actual Costs or \$50.00 minimum</u>	<u>Per Document</u>
<u>4. Document Preparation Fee</u>	<u>\$100.00</u>	<u>Per Document</u>

Homeownership Loan Programs

<u>1. Subordination Fees (does not apply to CDBG and HOME)</u>	<u>\$600.00</u>	<u>Per Transaction</u>
<u>2. Late Payment Fee</u>	<u>The greater of 6% Monthly Loan or \$5.00 minimum</u>	<u>Payment after 15 days</u>

Below Market Rate Program Fees

<u>1. Subordination Fees</u>	<u>\$600.00</u>	<u>Per Transaction</u>
<u>2. Resale Fee</u>	<u>0.5%</u>	<u>Purchase Price</u>
<u>3. Exercise City Option to Purchase</u>	<u>3%</u>	<u>Maximum Restricted Resale Price</u>

Affordable Rental Housing

<u>1. Loan Modification Fee</u>	<u>Actual Costs</u>	<u>Time and Materials¹</u>
<u>2. Subordination Fee</u>	<u>Actual Costs</u>	<u>Time and Materials¹</u>
<u>3. Monitoring Fee</u>	<u>\$50.00</u>	<u>Per Unit</u>
<u>4. Resale Fee</u>	<u>Actual Costs</u>	<u>Time and Materials¹</u>
<u>5. Legal Fee</u>	<u>Actual Costs</u>	<u>Per Transaction</u>

¹Costs may include but are not limited to: hourly rate for staff time, recording fees, title reports, appraisals, and public noticing costs. Hourly rate may vary by department, but the hourly rate for Housing staff is \$122.00.

Engineering and Transportation Services

A. AIRPORT SERVICES

1. Monthly and Daily Fees for Aircraft Parking and Storage.

Aircraft Hangar Waiting List Application Refundable Deposit of \$~~100~~150.00

	<u>Monthly Charges</u>
a. Hangar Space	
(1) Small T-Hangars	\$294.00
(2) Standard T-Hangars	\$455.00
(3) Large T-Hangars	\$566.00
(4) Small Executive Hangar	\$982.00
(5) Standard Executive Hangars	\$1,359.00
(6) Large Executive Hangars	\$1,483.00
b. Hangar Storage Rooms	
(1) Small	\$73.00
(2) Medium	\$101.00
(3) Large	\$196.00
(4) Extra Large	\$250.00
c. Office Spaces	\$650.00
d. Tie Downs (Aircraft Gross Weight/Wing Span)	
(1) Single Engine 3,500 lb. and Single Engine Helicopters	\$60.00
(2) Twin Engine 12,500 lb. less than 50 ft and Twin Engine Helicopters	\$75.00
(3) 12,501 - 25,000 lb. more than 50 ft	\$108.00
(4) 25,001 - 75,000 lb.	\$161.00
(5) Excess of 75,000 lbs.	\$216.00
<u>a.e.</u> Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)	
First Four (4) Hours Free	
	<u>Daily Charge</u>
(1) Single Engine 3,500 lb. less than 40 ft	\$6.00
(2) Twin Engine 12,500 lb. less than 50 ft and all Helicopters	\$8.00
(3) 12,501 - 25,000 lb. more than 50 ft	\$12.00
(4) 25,001 - 75,000 lb.	\$23.00
(5) Excess of 75,000 lbs.	\$29.00
(6) Lighter-than air Airships	\$20.00
<u>b.f.</u> Effective July 1, 1997, a late charge of \$15.00 or 5% of the monthly rent per month, whichever is greater, shall be assessed if rent is not paid within ten (10) days of its due date (does not apply to daily rent).	

b.g. Effective July 1, 1997, if the service of a member firm of the California Association of Photocopies and Process Servers must be utilized, a \$50 fee shall be charged to the individual or business necessitating said process service.

b.h. The City shall charge a fee equal to the sum of the following: Five cents for each gallon of petroleum products delivered during the previous calendar month from the Leased Premises, or an amount equal to 3 percent of the gross receipts (including fuel and gasoline taxes for which Lessee sold fuel products during the previous calendar month on or from the Airport, whichever amount is greater.

b.i. All month-to-month Airport leases shall include a security deposit equal to one month's rent.

2. Permits

	<u>Annual</u>
a. Airport Annual Business Permit	\$120.00
b. Taxiway Access Permit	\$786.00

3. Airport Land Values

Airport Land Value is on file in the Airport Administration Office and available for review.

4. Gate Access Cards

a. Initial Issue for Airport Tenants	Free
b. Initial Issue for non-direct Airport Tenants	\$41.00
c. Replacement	\$41.00

5. Hangar Padlock Keys

a. Duplicate Key	\$12.00
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6. Chocks and Chains Replacement

\$60.00

7. Landing Fee

Commercial aircraft operations (shall include landings of all non-based general aviation aircraft that conduct air taxi, charter, or cargo operations under FAR Part 121 or Part 135) based on maximum certificated gross landing weight:

	<u>Per Landing</u>	<u>Daily</u>	<u>Monthly</u>
0 - 3,500 pounds	\$2	\$5	\$13
3,501 - 6,250 pounds	\$4	\$10	\$26
6,251 - 12,500 pounds	\$8	\$20	\$52
12,501 - 25,000 pounds	\$16	\$40	\$104
25,001 - 50,000 pounds	\$32	\$80	\$208
50,001 pounds and above	\$64	\$160	\$416

8. Hangar Exchange

Administration Fee for Exchange between Tenants (each Tenant)	<u>\$85.00</u>
Administration Fee for Exchange into Vacant Hangar	<u>\$85.00</u>

9. Tie-Down Exchange

Administration Fee to Exchange tie-down spaces	<u>\$5025.00</u>
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10. Vacated Hangar Cleanup

Cleanup and disposal of items, minimum charge of 2 hours (per person)	\$166.00
Additional hours, hourly rate	\$83.00
11. Ramp Sweeping Services, hourly rate	\$12590.00
12. Maintenance Staff Service Charge per hour	\$83.00 plus materials
13. Airport Administration Building Meeting Room	
Non-profit Aviation organization charging no fee to the public	No charge
For-profit Aviation organization charging a fee to the public	\$200.00/day
14. Airport Project Administration Fee	\$5,000.00

B. ENGINEERING SERVICES

1. Publication

- a. Standard Detail \$34.00
- b. "No Parking" Signs \$25.00
- c. Copy and print full size prints (24x36) first 10 pages (fee is per page) \$5.00
- d. Copy and print full size prints (24x36) first 11+ pages (fee is per page) \$2.00

2. Survey

- a. Curb and gutter staking, up to 100 linear ft. \$851.00
- b. Curb and gutter skating; after 100 linear feet – each additional 50 linear feet \$372.00
- c. Grade calculations and cut sheets per location \$372.00
- d. Form checking: up to 100 linear feet \$761.00
- e. Form checking: after 100 linear feet – each additional 50 linear feet \$190.00

3. Sidewalk Rehabilitation Program

- a. Single Family Residential lots \$550.00
- b. Multi-family with 1 or 2 damaged locations \$550.00
- c. Additional locations \$550.00

4. Major Street Improvement Plan Review \$2,520.00
 (Deposit – T&M)
 \$327 plus Public Works inspection fee

5. Encroachment Permit Application – Minor Work

- a. Concrete
- (1) Curb, gutter, and/or sidewalk (including driveway) First 100 linear feet \$425.00

(2) Each additional 100 linear feet or fraction thereof	\$309.00
(3) Driveway, handicapped ramp, curb return	\$425.00
(4) Planter strip fill (each property)	\$154.00
b. Drainage	
(1) Drainage system and appurtenance, first 100 linear feet	\$541.00
(2) Each additional 100 linear feet or fraction thereof	\$425.00
(3) Drainage tie-in to existing structures	\$425.00
(4) Non-standard structures (other than above	\$541.00
(5) Manholes, vaults, area drains, storm water inlets other standard structures	\$541.00
(6) Storm Water Interceptors	\$541.00
c. Street Work & Miscellaneous	
(1) Street trenches or bores up to 100 linear feet	\$425.00
(2) Each additional 100 linear feet or fraction thereof	\$309.00
(3) Street cuts, other, up to 100 square feet	\$425.00
(4) Each additional 100 sq. feet or fraction thereof	\$309.00
(5) Temporary placement of Debris Box or Storage Container within public right-of-way. (cost per month)	\$270.00
(6) Sidewalk area obstruction fee, first week only	\$579.00
a. Sidewalk area obstruction fee, each additional week or fraction thereof	\$115.00
(7) Compaction tests – each test as required per hour	
(8) Temporary lane closure only (no construction), first week only	\$309.00
a. Temporary lane closure only (no construction), each additional week or fraction thereof	\$115.00
d. Monitoring well inspection and plan review	
(1) First well	
a. Inspection	\$425.00
b. Plan review	\$534.00
(2) Each additional well within the same general location	
a. Inspection	\$193.00
e. Utility Services – New or Repaired	
(1) Each new or replaced utility pole location, guy wire, etc.	\$309.00

(2) Each utility service connection in sidewalk or street (gas electric, telephone, etc.)	\$425.00
f. Sanitary Sewers	
(1) Sanitary Sewer Laterals	
a. From main in street or easement to building up to 100 linear feet	\$541.00
b. Each additional 100 linear feet or fraction thereof	\$309.00
c. Add for monitoring structure if required	\$541.00
d. From existing stub at right-of-way to building up to 100 linear feet	\$425.00
e. Each additional 100 linear feet or fraction thereof	\$309.00
f. Each building sewer repair or replacement	
(i) In public right-of-way, complete	\$541.00
(ii) In private property (no street evacuation)	\$425.00
(2) Sanitary Sewer Building Court Mains	
a. Each building court main when plan, profile, and cut sheet are required, initial	\$541.00
b. Each additional 100 feet or fraction thereof	\$309.00
c. Each building court main when plan only is required for Initial 100 feet or less	\$483.00
d. Each additional 100 feet or fraction thereof	\$309.00
g. Additional Inspections	\$270.00
For any public works encroachment permit on which an unreasonable number of inspections are required, an additional fee per inspection will be charged for each inspection over and above the number deemed reasonable by the City Engineer.	
h. Permit Amendment Fee (extensions for expired permit, additional permits not originally obtained, etc.)	\$147.00 (per occurrence)
i. Traffic Control Plan Review	\$100.00 (per submittal)
(a) For additional sheets over 6 pages	\$20.00 (per sheet)
6. Encroachment Permit Application – Major Work (road closures, traffic control, more than 500 linear feet of work, etc.)	\$4,000.00 (Deposit – T&M)
7. Development Plan Review	
a. Parcel Map Application	\$5,000.00 (Deposit – T&M)
b. Final Map Application	\$15,000.00 (Deposit – T&M)

- c. Grading Permit Application \$4,000.00
(Deposit – T&M)
- d. Geological Investigation and Report Peer Review \$4,000.00
(Deposit – T&M)
- e. Construction Inspection 3% of Imp. Cost
(Deposit – T&M)

8. Penalties

Failure to comply with this notice will result in further enforcement action by the Code Enforcement Division including, but not limited to; additional permit, inspection and penalty fees, and/or other available legal remedies.

- a. Public Works penalty for work in public right-of-way or grading without a permit \$2,000.00
- b. Code violation illegal project, penalty fee may be applied daily \$125.00
- c. Code Enforcement Investigation fees for permit not yet obtained \$2,000.00

9. Dig-Once Policy

- a. Engineering Plan Review \$2,500.00
(Deposit – T&M)
- b. Moratorium Override Request Fee \$5,000.00
(Deposit – T&M)

10. Section 7-4 Wireless Communication Facilities

- a. Wireless Communication Facilities in the Public Right of Way (WCF PROW)
 - (1) WCF PROW Permit Application Fee \$2,000.00
(Deposit – T&M)
 - (2) Renewal Fee 100% of Application Fee
 - (3) Appeal Fee \$400.00
 - (4) Application Pre-Submittal Review Fee No charge
- b. Small Cell Master License Agreement (MLA)
 - (1) MLA Processing \$4,000.00
(Deposit – T&M)
 - (2) Pole License Administrative Fee \$2,500.00
(Deposit – T&M)
 - (3) Annual Lease Charge for Use of City Poles \$270.00
(Effective July 1, 2023
\$278.10
(3% Increase Effective
January 14, 2024)

11. Traffic Impact Fee

- a. Residential
 - (1) Single-Family Resident/Unit \$3,475/unit
 - (2) Townhome/Unit \$3,475.92/unit

<u>(3) Multi-Family/Unit</u>	<u>\$0/unit</u>
<u>b. Non-Residential</u>	
<u>(1) Retail/KSF</u>	<u>\$0/KSF</u>
<u>(2) Office/KSF</u>	<u>\$0/KFS</u>
<u>(3) General Industrial/KSF</u>	<u>\$3,243/KSF</u>
<u>(4) Distribution or e-commerce/KSF</u>	<u>\$5,757/KSF</u>
<u>c. Appeal Fee</u>	<u>\$400</u>
<u>d. Annual Adjustment</u>	

The traffic impact fees listed above shall be automatically adjusted on the first of the fiscal year based on the preceding calendar year average California Cost Index (CCI) for the San Francisco Bay Area as produced by the Engineering News Record (ENR).

Finance

A. ASSESSMENT DISTRICT FEES

- | | |
|---|------------------------------|
| 1. <u>Establishment Fee</u> (applicable to all districts petitioned or requested after September 9, 1988) | \$3,084.00 |
| 2. <u>Annual Administration Fee</u> (applicable to all districts) | \$2,934.00 |
| 3. <u>Bond Call Fee</u> (applicable to all districts) | \$302.00 |
| 4. <u>Annual Adjustment</u> : The 3 fees listed above shall be adjusted annually. Each fee shall increase by the lesser of: (1) 5% or (2) the percentage of increase, if any, in the San Francisco Bay Area consumer Price Index (CPI-U) or (3) the City's actual incremental cost. When the 3 fees are adjusted, the adjusted fees shall become the new base. The CPI for the San Francisco Bay Area in effect at the time of each annual updating of the Master Fee Resolution shall be used in determining each set of annual adjustments. | Calculated Adjustment |
| 5. <u>Irrevocability of the Establishment Fee</u> : Whether or not a proposed Local improvement district becomes legally established, the establishment Fee applies as the City's charge for initiating the transaction. | Same as amount paid in A (1) |
| 6. <u>Special Assessment Inquiries</u> | \$26.00 each |
| 7. <u>Secondary Disclosure Reporting</u> | \$256.00/
District |

B. OPERATING PERMITS

- | | |
|---|------------------------------------|
| 1. <u>Bingo Permit</u> (Reference HMC 4-3)
a. Initial or renewal Fee | \$28.00 |
| 2. <u>Card Club Permit</u> (Reference HMC 4-3)
a. Application Fee
b. Annual Table Fee | \$94.00
\$8,693.00
per table |
| 3. <u>Closeout Sale Permit</u> (Reference HMC 6-4)
a. Initial Fee
b. Renewal | \$24.00
\$24.00 |
| 4. <u>Cabarets and Dance Licenses and Permits</u> (Reference HMC 6-2)
a. Annual License (payable quarterly in advance)

b. Single Event Permit | \$315.00
per year
\$105.00 |
| 5. <u>Preferential Parking Permit</u> (Reference Hayward Traffic Regulations Section 3.95 and Hayward Traffic Code 6.36) | |

a.	Initial Fee and Biennial Renewal Fee (for first residential or visitor permit)	\$50.00
b.	Each additional residential permit	\$25.00
c.	Each additional visitor permit	\$25.00
d.	Permit Replacement fee	\$25.00
6.	<u>Peep Show Permit</u> (Reference HMC 6-9)	
a.	Peep Show Device	Time & Material
b.	Investigation Fee	Time & Material
7.	<u>Tobacco Retailer License</u> (Reference HMC 10-1.2780)	
a.	Initial or renewal Fee	\$400.00
C. MISCELLANEOUS FEES		
1.	Monthly Listing of New Hayward Based Businesses month	\$15.00 per
2.	Business Verification/Ownership Research business	\$23.00 per
3.	Parking Tax Offset Fee	\$2.50
4.	Online Credit/Debit Card Payment Transaction Fee transaction	\$3.95 per
5.	Business License Application Fee	\$25.00 per application
6.	Business License Technology Fee	\$10.00 per business
7.	Chargeback/Returned Payment Fee	\$35.00 per Chargeback

Fire Department

A. FIRE PREVENTION

Standard Hourly Rate	per hour	\$221.00
OVERTIME (AFTERHOUR INSPECTION 2 hour minimum)	per hour	\$331.00
Expedited Plan Review (2 hour minimum)	per hour	\$331.00

New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)

1-29 Heads	per floor or system	\$1,548.00
30-100 Heads	per floor or system	\$1,880.00
101-200 Heads	per floor or system	\$2,101.00
201-350 Heads	per floor or system	\$2,433.00
351+ Heads	per floor or system	\$2,986.00

Fire Sprinkler —Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)

		\$663.00
LESS THAN 30 HEADS W/ NO HYDRO - Minor plan check required-only one inspection		
LESS THAN 30 HEADS WITH HYDRO - Minor plan check required-only one inspection		\$885.00
Minor plan check required-only one inspection		
30-100 Heads	per floor or system	\$1,659.00
101-200 Heads	per floor or system	\$2,101.00
201-350 Heads	per floor or system	\$2,433.00
351+ Heads	per floor or system	\$2,986.00

Tract Review – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*

Duplicate TRACT Plan Check 13D SYSTEM (SFD/TOWNHOUSE)	per floor or system	\$885.00
Duplicate TRACT Plan Check 13 SYSTEM (BUILDING) - 200 Heads and Below	per floor or system	\$1,106.00
Duplicate TRACT Plan Check 13 SYSTEM (BUILDING) - 201 – 350 Heads	per floor or system	\$1,327.00
Duplicate TRACT Plan Check 13 SYSTEM (BUILDING) - 351+ Heads	per floor or system	\$1,548.00

Additional Fire Sprinkler Review Items

Hydraulic Calculation*	per remote area	\$885.00
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Antifreeze System	per system	\$1,659.00
Dry Pipe Valve	per valve	\$1,770.00
Deluge/Pre Action	per valve	\$2,101.00
Pressure Reducing Station	per valve	\$2,433.00
Fire Pump	per pump	\$2,876.00

Water Storage Tank

Gravity	per tank	\$1,659.00
Pressure	per tank	\$1,659.00

Fire Standpipe System

Class I, II, III & Article 81	per standpipe	\$1,991.00
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Fire Alarm System -New

0-15 Devices*	per system	\$1,106.00
16-50 Devices	per system	\$1,548.00
51-100 Devices	per system	\$1,991.00
101-500 Devices	per system	\$2,433.00
Each additional 25 devices up to 1,000	per system	\$1,106.00
1001+	per system	\$4,425.00
Each additional 100 devices	per system	\$2,212.00

*Devices=All Initiating and indicating appliances, including Dampers

Existing system under 8 devices		\$663.00
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Additional Fire Alarm Review Items

Hi/Lo Alarms	each	\$1,216.00
Low Air/Temp Alarms	each	\$1,216.00
Graphic Annunciator Review	each	\$1,216.00

Hazardous Activities or Uses

Installation Permits	each	
Clean Agent Gas Systems	each	\$1,216.00
Dry Chemical Systems	each	\$1,216.00
Wet Chemical/Kitchen Hood	each	\$1,216.00
Foam Systems	each	\$1,216.00
Paint Spray Booth	each	\$1,216.00
Vehicle Access Gate	each	\$553.00

Monitoring	each	\$663.00
Aboveground—Flammable/Combustible Liquid Tank and/or Pipe	per site	\$1,106.00
Underground—Flammable/Combustible Liquid Tank and/or Pipe	per site	\$1,106.00
Fuel Dispensing System Complete	per site	\$1,216.00
High Piled/Rack/Shelf Storage	each	\$1,438.00
Smoke Control CFC	each	\$1,438.00
Medical Gas Alarms	per system	\$1,216.00
Refrigerant System	each	\$1,106.00
Refrigerant Monitoring System	each	\$1,216.00

AMMR Review

Activity Permits (Single Event/One-Time)	each	\$663.00
Open Flames and Candles (105.6.3)	per permit	\$885.00
Carnivals and Fairs (105.6.4)	per permit	\$1,106.00
Seasonal Lots (Christmas Tree/Pumpkin Lot)	per permit	\$221.00
Special Events (Haunted House/Camps)	per permit	\$221.00
Explosives (105.6.14)	per permit	\$1,106.00
Fireworks; Displays (105.6.14)	per permit	\$1,106.00
Hot-Works Operations (105.6.23)	per permit	\$885.00
LP-Gas (105.6.27)	per permit	\$1,106.00
Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.37)	per permit	\$1,106.00
(1) Covered Mall Buildings (105.6.9)	per permit	\$1,106.00
(2) Open Burning (105.6.32)	per permit	\$1,106.00
Pyrotechnical Special Effects Material (105.6.40)	per permit	\$1,106.00
Temporary Membrane Structures, Tents and Canopies (105.6.4749)		
(1) Small Tent Structure (-750 Sq. Ft. or less)	per permit	\$526.00
(2) Large Tent Structure (751 Sq. Ft. or above)	per permit	\$647.00
(3) Fire Safety Inspections	per application	\$885.00
(4) Non-Compliance Inspections	per inspection	\$885.00
(5) Outside Agency	per inspection	\$885.00

Facility Inspections

Annual State-Mandated Pre-Inspections (6 or less Occupants)	per facility	\$50.00
Annual State-Mandated Pre-Inspections (7 or more Occupants)	per facility	\$100.00

Apartments

Small Apartments (3-15 units)	per facility	\$55.25
Medium Apartments (16-100) units More	per facility	\$885.00
Large Apartments (>100 units)	per facility	\$1,106.00
24 Hour Community Care Facilities		
7 to 49	per facility	\$414.00
50 or more	per facility	\$885.00
Day Care Centers		
Residential 9-14	per facility	\$221.00
Commercial 15+	per facility	\$442.00
High Rise Building	per facility	\$1,327.00
Homes for the Mentally Impaired (7 or more Occupants)	per facility	\$885.00
Hospital and Jail	per facility	\$1,991.00
Hotels/Motels	per facility	\$885.00
School	per facility	\$995.00
Reports		
Life Safety Report	per report	\$0.50/page for first ten (10) pages of each document \$0.10 each additional page of same document
Life Safety Report Photographs	per photograph set	Direct cost of Duplication
Subpoenaed Reports	per report	\$0.50/page for first ten (10) pages of each document \$0.10 each additional page of same document

Other Fire Fees

Underground Fire Service Plan Check	each	\$1,991.00
Emergency Underground Repair	each	\$663.00
Hydrant Flow Test (existing Hydrants)	each	\$774.00
Fire Plans Examiner Miscellaneous	each	\$331.00
Re-Inspection Fee	per hour	\$387.00
False Alarm Response*	per billed incident	\$995.00
Fire Hydrants	per hydrant	\$221.00
Re-roofing Permits /Siding/Windows (Applicable only in Wildland/Urban Interface)	per application	\$110.00
Fire Permit Extension Fee	per 6-month extension	\$110.00
Cannabis Facilities	per year	\$885.00
Pre-Application/General Plan Review/Code Assistance	per meeting	\$885.00
Planning/Engineering Referrals (HWD)	per application	\$885.00
Business License Reviews	each	\$774.00
Fairview Planning Referrals	each	\$331.00
Fairview New Construction	per application	\$995.00

Annual Permits

<u>Additive Manufacturing (3D Printing) (105.5.1)</u>	<u>per year</u>	<u>\$885.00</u>
Aerosol Products (105. 6.15.2)	per year	\$1,106.00
Amusement Buildings (105. 6.25.3)	per year	\$885.00
Aviation Facilities (105. 6.35.4)	per year	\$885.00
Carnivals and Fairs (105. 6.45.5)	per year	\$885.00
Cellulose Nitrate Film (105. 6.55.6)	per year	\$885.00
Combustible Dust-Producing Operations (105. 6.65.7)	per year	\$885.00
Combustible Fibers (105. 6.75.8)	per year	\$885.00
Compressed Gases (105. 6.85.9)	per year	\$885.00
Covered Mall Buildings (105. 6.95.10)	per year	\$2,433.00
Cryogenic Fluids (105. 6.105.11)	per year	\$885.00
Cutting and Welding (105. 5.126.11)	per year	\$885.00
Dry Cleaning Plants (105. 6.125.13)	per year	\$885.00
<u>Energy Storage Systems (105.5.14)</u>	<u>per year</u>	<u>\$885.00</u>
Exhibits and Trade Shows (105. 6.135.15)	per year	\$885.00

Explosives (105.6.145.16)	per year	\$885.00
Fire Hydrants and Valves (105.6.155.17)	per year	\$885.00
Flammable and Combustible Liquids (105.6.165.18)	per year	\$885.00
Mobile Fueling of hydrogen-fueled vehicles (105.6.16.1)	per year	\$885.00
Floor Finishing (105.6.175.19)	per year	\$885.00
Fruit and Crop Ripening (105.6.185.20)	per year	\$885.00
Fumigation or Thermal Insecticide Fogging (105.6.195.21)	per year	\$885.00
Hazardous Materials (105.6.205.22)	per year	\$885.00
HPM facilities (105.6.215.23)	per year	\$1,106.00
High-Piled Storage < 12000 SF (105.6.225.24)	per year	\$885.00
High-Piled Storage > 12000 SF (105.6.225.24)	per year	\$1,106.00
Hot-Works Operations (105.6.235.25)	per year	\$885.00
Industrial Ovens (105.6.245.26)	per year	\$885.00
Lumber Yards and Woodworking Plants (105.6.255.27)	per year	\$885.00
Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.265.28)	per year	\$885.00
LP-Gas (105.6.275.29)	per year	\$885.00
Magnesium (105.6.285.30)	per year	\$885.00
Miscellaneous Combustible Storage (105.6.295.31)	per year	\$885.00
<u>Mobile Fueling of Hydrogen-Fueled Vehicles (105.5.32)</u>	<u>per year</u>	<u>\$885.00</u>
Mobile food preparation vehicles (105.6.30)	per year	\$885.00
Motor fuel-dispensing facilities (105.6.315.33)	per year	\$885.00
Open Burning (105.6.325.34)	per year	\$885.00
Open Flames and Torches (105.6.35.35)	per year	\$885.00
Open Flames and Candles (105.6.35.36)	per year	\$885.00
Organic Coatings (105.6.355.37)	per year	\$885.00
Outdoor assembly event (105.6.365.38)	per year	\$885.00
Places of Assembly < 300 (105.6.375.39)	per year	\$885.00
Places of Assembly > 300 (105.6.375.39)	per year	\$1,106.00
Plant extraction systems (105.6.385.40)	per year	\$885.00
Private Fire Hydrants (105.6.355.41)	per year	\$885.00
Pyrotechnical Special Effects Material (105.6.405.42)	per year	\$885.00

Pyroxylin Plastics (105. 6.415.43)	per year	\$885.00
Refrigeration Equipment (105. 6.425.44)	per year	\$885.00
Repair Garages and Motor Fuel-Dispensing Facilities (105. 6.435.45)	per year	\$885.00
Rooftop Heliports (105. 6.45.46)	per year	\$885.00
Spraying or Dipping (105. 6.45.47)	per year	\$885.00
Storage of Scrap Tires and Tire Byproducts (105. 6.45.48)	per year	\$885.00
Technology Fee	per year	6% of annual permit fee
Tire-Rebuilding Plants (105. 6.485.50)	per year	\$885.00
Waste Handling (105. 6.495.51)	per year	\$885.00
Wood Products (105. 5.526.50)	per year	\$885.00
<u>Lithium Batteries (105.5.53)</u>	<u>per year</u>	<u>\$885.00</u>
<u>Additional Permits (105.5.54)</u>	<u>per year</u>	<u>\$885.00</u>
Essential City Facilities	per year	\$885.00

Miscellaneous Fees - Building Permits

Minor Tenant Improvement	per permit	\$663.00
Revision-minor changes to (E) permit	per permit	\$331.00
Cellular Sites		
Existing Site	per permit	\$663.00
New Site	per square footage	VARIABLE - SEE CHART
Equipment Installations	per permit	\$663.00
HVAC/air units		
If over 2,000 cfm	per permit	\$221.00

B. HAZARDOUS MATERIALS OFFICE

Annual Certified Unified Program Agency (CUPA) Program Permit and Registration Fees

1. Hazardous Materials Storage Permit

Annual permit per facility for storage and/or handling of hazardous materials as defined in Hayward Municipal Code, Chapter 3, Article 8.

1A Storage of one (1) or more types	\$234.00 per year
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Solid - up to 500 pounds

Liquid - up to 55 gallons

Gaseous - up to 2,000 cubic feet at STP

2A Storage of one (1) or more types \$247.00 per year

Solid - over 500 & up to 5,000 pounds Liquid - over 55 & up to 550 gallons

Gaseous - over 200 & up to 2,000 cubic feet at STP

3A Storage of one (1) to five (5) types \$261.00 per year

Solid - over 5,000 & up to 25,000 pounds Liquid - over 550 & up to 2,750 gallons

Gaseous - over 2,000 & up to 10,000 cubic feet at STP

3B Storage of six (6) or more types \$289.00 per year

Solid - over 5,000 & up to 25,000 pounds

Liquid - over 550 & up to 2,750 gallons

Gaseous - over 2,000 & up to 10,000 cubic feet at STP

4A Storage of one (1) to five (5) types \$302.00 per year

Solid - over 25,000 & up to 50,000 pounds Liquid - over 2,750 & up to 5,000 gallons

Gaseous - over 10,000 & up to 20,000 cubic feet at STP

4B Storage of six (6) or more types \$316.00 per year

Solid - over 25,000 & up to 50,000 pounds Liquid - over 2,750 & up to 5,000 gallons

Gaseous - over 10,000 & up to 20,000 cubic feet at STP

5A Storage of one (1) to five (5) types \$357.00 per year

Solid - over 50,000 pounds Liquid - over 5,000 gallons

Gaseous - over 20,000 cubic feet at STP

5B Storage of six (6) to ten (10) types \$399.00 per year

Solid - over 50,000 pounds Liquid - over 5,000 gallons

Gaseous - over 20,000 cubic feet at STP

5C Storage of eleven (11) or more types \$413.00 per year

Solid - over 50,000 pounds Liquid - over 5,000 gallons

Gaseous - over 20,000 cubic feet at STP

2. Hazardous Waste Generator Program

a. Conditionally Exempt Small Quantity Generator (CESQG) – Up to \$178.00 per year
an including 100 kilograms per month (approximately up to and including 27 gallons or 220 pounds per month) or less than or equal to 1 kilogram of acutely hazardous waste per month

b. Small Quantity Generator (SQG) – Over 100 kilograms up to and \$330.00 per year
including 1000 kilograms per month (approximately over 27

gallons up to and including 270 gallons or over 220 pounds up to and including 2,220 pounds per month)

- c. Large Quantity Generator (LQG) – Greater than 1000 kilograms per month (approximately over 270 gallons or 2,220 pounds per month) or greater than 1 kilogram of acutely hazardous waste per month \$440.00 per year
3. Hazardous Waste Treatment (Tiered Permit) Program
 - a. Permit by Rule (Fixed Units) \$440.00 per facility per year
 - b. Permit by Rule (Transportable units) \$440.00 per facility per year
 - c. Conditional Authorization \$247.00 per facility per year
 - d. Conditional Exemption, Specified Waste \$220.00 per facility per year
 - e. Conditional Exemption, Small Quantity Treatment \$220.00 per facility per year
 - f. Conditional Exemption, Commercial Laundry \$220.00 per facility per year
 - g. Conditional Exemption, Limited \$220.00 per facility per year
 4. Hazardous Materials Business Plan (HMBP) \$247.00 per facility per year
 5. Underground Storage Tank (UST) Program \$1,239.00 for 1st UST per year \$536.00 per add'l UST per year
 6. Aboveground Petroleum Storage Act Program (APSA) -
Spill Prevention Control and Countermeasure Plan (SPCC) \$302.00 per facility per year
 7. California Accidental Release Prevention (CalARP) Program
 - a. Small CalARP facility \$2,560.00 per facility per year
 - b. Large CalARP facility \$2,643.00 per facility per year
 8. Annual State Surcharges*
 - a. CUPA Program Oversight Current State Fee*
 - b. Underground Storage Tanks (UST) Program Current State Fee*
 - c. CalARP Program Current State Fee*
 - d. California Electronic Reporting System (CERS) Current State Fee*

- | | |
|--|--------------------|
| e. Above-ground Petroleum Storage Act (APSA) | Current State Fee* |
|--|--------------------|

*These fees are established through a regular fee adoption process by the State of California and are required to be collected at the current State of California rate by the Hayward Fire Department’s Certified Unified Program Agency (CUPA). The fees are then required to be remitted by the City of Hayward Fire Department to the State of California on a quarterly basis. The fees are set by the State of California per Title 27 California Code of Regulations Section 15240.

- | | |
|-------------------|-------------------------|
| 9. Technology Fee | 6% of annual permit fee |
|-------------------|-------------------------|

New Construction Permits and Fees

0.1 New Construction

- | | |
|--|------------|
| a. Large, Tenant Improvement – New Facility | \$3,969.00 |
| b. Medium, Tenant Improvement – New Facility | \$2,605.00 |
| c. Small, Tenant Improvement – New Facility | \$1,319.00 |

0.2 New Facility – No Construction

- | | |
|--------------------|------------|
| a. Medium to Large | \$1,982.00 |
| b. Small | \$991.00 |

0.3 Underground Storage Tank

- | | |
|---|------------|
| a. System Installation – VPH* up to 3 tanks | \$4,171.00 |
| System Installation – VPH* each tank over 3 tanks | \$990.00 |
| b. Piping Installation | \$1,445.00 |
| c. Piping Installation – VPH* | \$1,775.00 |
| d. UDC/Sump Installation | \$1,445.00 |
| e. UDC/Sump Installation – VPH* | \$1,775.00 |
| f. System Removal up to 3 tanks | \$1,817.00 |
| System Removal each tank over 3 tanks | \$247.50 |
| g. Piping Removal | \$1,156.00 |
| h. UDC/Sump Removal | \$1,156.00 |
| i. EVR Phase I Installation or Upgrade | \$660.00 |
| j. EVR Phase II Installation or Upgrade | \$1,197.00 |
| k. Monitoring System Installation or Upgrade | \$1,073.00 |
| l. System Tank/Piping Repair | \$1,899.00 |
| m. System Tank/Piping Repair – VPH* | \$2,230.00 |
| n. System Miscellaneous Component Repair - Major | \$1,899.00 |

o. System Miscellaneous Component Repair – Major– VPH*	\$2,230.00
p. System Miscellaneous Component Repair - Minor	\$784.00
p. <u>(Including Monitoring System (“Cold Starts”))</u>	
q. System Miscellaneous Component Repair – Minor– VPH*	\$1,115.00
q. <u>(Including Monitoring System (“Cold Starts”))</u>	
r. Spill Bucket/Overfill Protection Replacement	\$1,320.00
s. Temporary Closure	\$1,486.00
*VPH - Vacuum, Pressure, and Hydrostatic Continuously Monitored Systems	
<u>1.4.</u> Aboveground Storage Tanks	
a. System Installation	\$1,239.00
b. System Removal	\$1,073.00
c. System Repair or Modification	\$949.00
<u>1.5.</u> California Accidental Release Prevention (CalARP) Program	
a. Large - Risk Management Plan Review	\$7,103.00
b. Small - Risk Management Plan Review	\$4,460.00
c. Other costs incurred, including but not limited to third- party review, laboratory work, public notice, communication and correspondence	\$165.00 per hour or cost
<u>1.6.</u> Meetings	
a. Code Assistance Meeting	\$413.00
b. Pre-Application Meeting	\$330.00
<u>1.7.</u> Request for Alternate Means of Protection (AMP)	
a. Review	\$660.00

Miscellaneous Fees

0.1. Operational Permits

Mobile Fueling Operation

a. Initial Permit and Verification Inspection	\$660.00 per site
b. Annual Permit Fee	\$165.00 per year

0.2. Facility Closure

a. 3A and above – full facility closure	\$1,817.00
b. 3A and above – partial facility closure	\$1,032.00
c. Below 3A – full facility closure	\$619.00

d. Below 3A – partial facility closure	\$413.00
<u>0.3.</u> Contamination	
a. Staff oversight	\$165.00 per hour
<u>0.4.</u> Site Clearance	
a. New construction/use – large	\$413.00
b. New construction/use – small	\$247.00
c. Property transfer – large	\$413.00
d. Property transfer – small	\$247.00
<u>0.5.</u> Other Inspections and Compliance Verification	
a. Re-inspection (CUPA and non-CUPA)	\$165.00 per hour
b. Re-inspection beyond allowed by permit	\$330.00 per insp.
c. After-hours inspection	\$247.00 per hour
d. Miscellaneous Inspections and Activities	\$165.00 per hour
e. Compliance verification	\$82.00 per notice
<u>0.6.</u> Plan Review/Checking Fees - General	
a. Planning Review Fee	\$165.00 per hour
b. Plan Checking Fee	\$330.00 per insp.
c. Expedited Plan Checking Fee (two hours minimum)	\$247.00 per hour
<u>0.7.</u> California Environmental Reporting System	
a. Assistance Fee	\$165.00 per hour
b. Assistance Fee (after hours)	\$247.00 per hour
c. Non-Compliance Fee	\$495.00

Information Technology

Video Technician

Video services, including editing and duplication, provided
forevents per hour \$98.00

GIS Map Printing per hour ~~\$7698.00~~

Library and Community Services

A. GENERAL SCHEDULE OF CHARGES:

1. Item Replacement Fees

a. Print material, videotapes and sound recordings	Original cost of item plus processing fee
b. DVD's	Original cost of item plus processing fee
c. Reference materials (return within 7 days)	Original cost of item plus processing fee
d. Processing Fee	\$6.00

~~3.2.~~ Replacement of Lost/Damaged Audio/Visual Case

a. Single Cassette/CD/DVD Case	\$3.00 <u>each</u>
b. Multiple Cassette/CDs/DVD Cases	\$9.00 <u>each</u>

3. Printing/Copying Fees (per page)

a. Printing (B&W)	\$0.15
b. Printing (Color)	\$0.30
c. Copying (B&W)	\$0.15
d. Copying (Color)	\$0.30

4. Replacement of lost library cards (~~borrower's card~~ 1 free per year) \$2.00

~~6.5.~~ Replacement lost/damaged bar code or RFID tag \$1.00

~~7.6.~~ Agenda & Minutes Library Commission \$30.00 per year

~~8.7.~~ Mailing of library materials Cost of mailing

B. ADMINISTRATIVE SERVICES

1. Community Services Commission Agenda \$15.00 per year

2. Community Services Commission Minutes \$15.00 per year

C. MAKERSPACE MATERIALS FEES (21ST CENTURY LIBRARY)

1. Carvey Materials

a. Birch material	\$2.50 each
b. 2-color ABS	\$2.50 each

2. Laser Cutter Materials

a. Birch material	\$3.00 each
b. Clear acrylic	\$3.00 each

3. Cricut & Scan N Cut Materials

a. Iron-on vinyl	<u>\$1.00 per sq. ft.</u>
b. Perm adhesive vinyl	<u>\$1.00 each</u>
c. 12" x 12" Cardstock	<u>\$0.50 each</u>
d. Transfer tape	<u>\$0.50 each</u>

4. Wide-format Printer Paper (per page)

a. 11" x 17" matte	<u>\$0.50</u>
b. 11" x 17" photo	<u>\$1.00</u>
c. 13" x 19" matte	<u>\$1.25</u>
d. 13" x 19" photo	<u>\$3.00</u>

Maintenance Services Department

A. HAYWARD CITY HALL CITY HALL RENTALS

USER GROUPS

Users are classified into the following groups for determining scheduling priority and the applicable fees and charges.

- a. Individuals living in Hayward
- b. Individuals living outside of Hayward
- c. Non-profits [501(c) 3,4, or 6] and other public or private civic, cultural, educational, or charitable groups
- ~~A.d.~~ Businesses and other commercial groups

1. ~~Fees for the use of Hayward City Hall, attached hereto and by this reference made a part hereof:~~

RENTAL RATES:

<u>FEE RATES BY USER GROUP **ALL RATES HOURLY**</u>							
			<u>Individual</u>	<u>Organization</u>			
<u>City Hall Facilities</u>	<u>Seating</u>	<u>Deposit</u>	<u>A. Hayward Resident</u>	<u>B. Non-Hayward Resident</u>	<u>C. Non-Profit</u>	<u>D. Commercial</u>	
<u>City Hall – Rotunda (4 hr. min)</u>	<u>160</u>	<u>\$300*</u>	<u>\$115 (\$920 daily max)</u>	<u>\$145 (\$1160 daily max)</u>	<u>\$125 (\$920 daily max)</u>	<u>\$175 (\$1400 daily max)</u>	
<u>City Hall – Council Chambers (4 hr. min)</u>	<u>166</u>	<u>\$300*</u>	<u>\$65 (\$520 daily max)</u>	<u>\$95 (\$760 daily max)</u>	<u>\$75 (\$520 daily max)</u>	<u>\$125 (\$1000 daily max)</u>	
<u>City Hall – Pre-function Area 2nd floor (4 hr. min)</u>	<u>100</u>	<u>\$300*</u>	<u>\$55 (\$440 daily max)</u>	<u>\$85 (\$680 daily max)</u>	<u>\$65 (\$440 daily max)</u>	<u>\$115 (\$920 daily max)</u>	
<u>City Hall – Plaza (4 hr. min)</u>	<u>-</u>	<u>\$500*</u>	<u>\$70 (\$560 daily max)</u>	<u>\$100 (\$800 daily max)</u>	<u>\$80 (\$560 daily max)</u>	<u>\$130 (\$1040 daily max)</u>	

<u>Rotunda**</u>	<u>\$880.00</u>	<u>Per Event</u>
<u>Pre-function Area**</u>	<u>\$408.00</u>	<u>Per Event</u>
<u>Plaza – Half Day Rental</u>	<u>\$470.00</u>	<u>4 Hour Rental</u>
<u>Plaza – Full Day Rental</u>	<u>\$517.00</u>	<u>All Day Rental</u>
<u>Council Chambers</u>	<u>\$470.00</u>	<u>Per Event</u>
<u>Security Admin Fee (plus security contract cost)</u>	<u>\$57.00</u>	<u>Per Event</u>
<u>Janitorial Admin Fee (plus janitorial contract cost)</u>	<u>\$57.00</u>	<u>Per Event</u>
<u>Portable Bar</u>	<u>\$76.00</u>	<u>Per Event</u>
<u>Sound System</u>	<u>\$133.00</u>	<u>Per Event</u>
<u>Insurance Admin Fee – City Purchased</u>	<u>\$79.00</u>	<u>Per Issuance</u>

Insurance Admin Fee – Third Party	\$86.00	Per Issuance
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~~*Non-refundable processing fee of \$75 (up to \$225 / \$425 refundable)**Rental fee includes the use of a maximum of 20 tables and 150 chairs. Additional tables and chairs will be the responsibility of the user.~~

~~Application Procedures~~

- ~~• File application with Facilities Management at least 60 days in advance.~~

~~Days/Hours of Use~~

- ~~• DAYS: Friday, Saturday, Sunday only. Rental is not available Monday thru Friday.~~
- ~~• CITY HALL INDOOR EVENT HOURS: Friday (5 pm – 10 pm), Saturday and Sunday (8 am – 10 pm.)~~
- ~~• PLAZA EVENT HOURS: From 8 am until 30 minutes before sundown, or 8pm at the latest.~~

~~Equipment & Cleanup~~

- ~~• Any equipment needed will be the responsibility of the user, including, staging, and audio-visual equipment. The City must approve any equipment, apparatus, or materials utilized. The user must setup their equipment and remove all equipment after event. All equipment and cleanup must end prior to 11 pm.~~
- ~~• If dancing is desired, a dance floor will be required at the expense of the user. Users are responsible for rental, set-up and removal of the dance floor.~~
- ~~• Users will pay for all cleanup and janitorial services associated with the event.~~
- ~~• The City will arrange for trash containers and portable restrooms at Plaza events at the expense of the user.~~

~~Insurance Requirements~~

- ~~• Users will be responsible for providing a certificate of general liability insurance of \$1,000,000 coverage naming the city as additional insured.~~

~~Security & Staffing Requirements~~

- ~~• Events may require security guards; the City will determine the number. Users will pay for all guard services.~~
- ~~• Certain events may require Police and Facilities Attendant services, cost of which will be the responsibility of the user. The City will determine if these services are necessary.~~

~~Prohibited Uses~~

- ~~• Cooking or heating with gas-fired equipment, i.e., natural gas, propane, butane, etc.~~
- ~~• Flaming food, beverages, liquids or gases~~
- ~~• Pyrotechnic displays~~
- ~~• Gas or liquid fueled appliances, tools or apparatus~~
- ~~• Hazardous or toxic Materials~~

~~Chaffing dishes fueled by Sterno are allowed~~

~~Deposits~~

- A cleaning and damage deposit is required per event. This deposit will range from \$250 upwards, depending on the size and nature of the event.
- The lessee will be responsible for any damages to the buildings, furniture or equipment accruing through occupancy or use of the City Hall/Plaza by the lessee. Any, and all, lost equipment or damages sustained to the above, and that exceeds the original rental deposit, shall be compensated within five (5) days.

OTHER CITY HALL FEES Other Charges and Fees (note all equipment fees are for one setup and per day)

Note: All equipment fees are for one setup and per day

<u>Facility Fee</u>	<u>Rate (All User Groups)</u>
<u>Room Setup Fee</u>	<u>\$150 per event</u>
<u>Security Admin Fee</u>	<u>\$57.00 per event, plus security contract cost</u>
<u>Janitorial Admin Fee</u>	<u>\$57.00 per event, plus janitorial contract cost</u>
<u>Insurance Admin Fee</u>	<u>\$86.00 per issuance</u>

- Additional Chairs ————— \$3.00 per chair
- Additional Tables
 - 60" round (seats 8-10) ————— \$11.00 per table
 - 24" round (Bistro Table) ————— \$9.00 per table
 - 8 Feet Long Table ————— \$9.00 per table
 - 8 Feet Long Classroom Table ————— \$9.00 per table
- Indoor Dance Floor (12' x 12') — Set Up and Take Down Fee: \$259.00
- Table Linens: By size (below): Set Up, Take Down, Laundry, and Replacement/Damage Fees:

<u>Linen: Rental Fees: Fully draped (table legs covered):</u>	<u>Fee:</u>
<u>White, poly cotton — round tables</u>	<u>\$11.00</u>
<u>White, Poly cotton — Small Round Cocktail Tables</u>	<u>\$11.00</u>
<u>White, poly cotton — Square — (for pie shaped tables)</u>	<u>\$11.00</u>
<u>White, poly cotton — banquet drapes (5ft.)</u>	<u>\$15.00</u>
<u>White, poly cotton — banquet drapes (6ft.)</u>	<u>\$17.00</u>
<u>White, poly cotton — banquet drapes (8ft.)</u>	<u>\$21.00</u>

LIBRARY MEETING ROOM RENTALS

B. 21ST CENTURY LIBRARY MEETING ROOM FEES

B.

1. Fees for the use of 21st Century Library meeting rooms:

RENTAL RATES:

USER GROUPS

Users are classified into the following groups for determining scheduling priority and the applicable fees and charges.

- a. Individuals living in Hayward
- b. Individuals living outside of Hayward
- c. Non-profits [501(c) 3,4, or 6] and other public or private civic, cultural, educational, or charitable groups
- d. Businesses and other commercial groups
 - City of Hayward and other government agencies (federal/state/city/local)
- e.

Users are classified into the following groups for determining scheduling priority and the applicable fees and charges.

- a. ~~City of Hayward departments or governmental agencies directly serving residents of Hayward, i.e., HUSD, HARD, County of Alameda, etc.~~
- b. ~~Nonprofits under IRS Code 501(c)(3) and open membership group that are co-sponsored by the Library Department.~~
- c. ~~Nonprofit groups under IRS Code 501(c)(3) based in and directly serving residents of Hayward, whose purpose is the betterment of the community.~~
- d. ~~Other organized clubs or special interest group that have been granted IRS Code 501(c)(3,4 or 6) nonprofit status with open membership, formal organization, and officers.~~
- e. ~~Other public or private civic, cultural, educational, or charitable groups not previously mentioned above.~~
- f. ~~Hayward businesses with company facilities located within the Hayward City limits.~~
- g. ~~All other businesses, commercial groups, private functions and other groups not previously mentioned above~~

	FEE RATES BY USER GROUP ** all rates hourly **						
LIBRARY FACILITY	A	B	C	D	E	F	G
Large Room (whole)	-	-	\$35	\$50	\$75	\$100	\$150
Large Room (subdivided ½)	-	-	\$20	\$35	\$50	\$75	\$100
Medium Room	-	-	\$20	\$35	\$50	\$75	\$100
Conference Room	-	-	\$10	\$20	\$30	\$50	\$75
Warming Kitchen (*flat rate)	-	-	-	\$50*	\$50*	\$100*	\$150*

OTHER LIBRARY MEETING ROOM FEES	RATES—all user groups
Application Fee	\$6 non-refundable processing fee at time of application
Janitorial Service Fee (when needed)	\$57 per event, plus janitorial hourly service fee
Room Setup Fee (when needed)	\$50–\$100
Attendant on Duty (when needed)	\$75/hr.
Opening/Closing Fee (when needed)	\$50
Liability Insurance	Fees determined for each use.
Hayward Police Dept. Security	Fee determined by current overtime rates for police personnel
Private Vendor Security	Fee determined by current hourly rates, nature of event, number of attendees

Utilities	Fee determined by average current hourly costs
Meeting Room Damage Deposit	\$50 – \$1,000 depending upon room and group size and use

RENTAL RATES

<u>FEE RATES BY USER GROUP **ALL RATES HOURLY**</u>					
	<u>Individual</u>	<u>Organization</u>	<u>Government</u>		
<u>Library Meeting Room and Event Spaces</u>	<u>A. Hayward Resident</u>	<u>B. Non-Hayward Resident</u>	<u>C. Non-Profit</u>	<u>D. Commercial</u>	<u>E. Government Agency</u>
<u>Fremont Bank Foundation Room A (Half)</u>	<u>\$60.00</u>	<u>\$80.00</u>	<u>\$50.00</u>	<u>\$150.00</u>	<u>\$0.00</u>
<u>Fremont Bank Foundation Room B (Half)</u>	<u>\$60.00</u>	<u>\$80.00</u>	<u>\$50.00</u>	<u>\$150.00</u>	<u>\$0.00</u>
<u>Fremont Bank Foundation Room (Full)</u>	<u>\$100.00</u>	<u>\$140.00</u>	<u>\$75.00</u>	<u>\$250.00</u>	<u>\$0.00</u>
<u>Meeting Room C</u>	<u>\$30.00</u>	<u>\$40.00</u>	<u>\$25.00*</u>	<u>\$50.00</u>	<u>\$0.00</u>
<u>Prep Area**</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$100.00</u>	<u>\$0.00</u>
<u>Weekes Library Legacy Room***</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

*Two (2) meetings each month in Meeting Room C will be free if the following criteria are met:

- i. Meeting sponsored by a Group D user that is based in Hayward and serves primarily Hayward residents
- ii. Meeting is open to the public

**Prep Area is a room next to Fremont Bank Foundation Room A with refrigerator, oven, and sink

***All events held in the Legacy Room are required to be open to the public

OTHER LIBRARY MEETING ROOM FEES

<u>Meeting Room Fee</u>	<u>Rate (All User Groups)</u>
<u>Room Setup Fee (If Requested)</u>	<u>\$50.00-\$100.00</u>
<u>Janitorial Service Fee (When Needed)</u>	<u>\$57.00 per event, plus janitorial hourly service fee</u>
<u>Attendant On Duty (When Needed)</u>	<u>\$75.00 per hour</u>

Notes:

All meeting room applications must be submitted via the online scheduling system at least 30 days in advance. Paper applications will not be accepted.

Minimum rental is two (2) hours. Hourly rates are not pro-rated for parts of an hour. Partial-hour reservations will be rounded up to the nearest hour.

Any setup and tear-down time required must be included in the time requested and will be billed at the same rental rate.

Payments must be made at least 14 days prior to the event. Events are not considered approved until payment is received in full.

Other service fees (when needed) may also be applicable. These may be assessed prior-to or immediately following the reservation.

~~Notes: ALL MEETING ROOM APPLICATIONS MUST BE SUBMITTED VIA THE ONLINE SCHEDULING SYSTEM. Paper applications will not be accepted. Meeting room fees vary according to the organization booking the room (see definitions in User Groups). Operational costs, liability insurance, janitorial, and security fees may also be applicable. Minimum rental is two hours. Hourly rates are not prorated for parts of an hour. A non-refundable application fee is due and payable at the time of application. All other applicable fees are due and payable in full at the time of schedule confirmation. Meeting room refunds are not available.~~

C. STREET MAINTENANCE

1. <u>Cart Retrieval Fee</u>	\$91.00		
2. <u>Sign Fabricated & Installed by City Crew</u>	\$566.00		
3. <u>Illegal Dumping on Public Right-of-Way</u>	Fee	Penalty	
a. First Violation			
Initial Inspection	No Charge	No Penalty	
First follow-up inspection shows violation eliminated	No Charge	No Penalty	
First follow-up inspection shows violation still exists, City abates illegal dumping	\$1,181.00	\$100.00	
b. Subsequent Violation within 12 Months (<i>same property owner</i>)			
Initial Inspection	No Charge	No Penalty	
First follow-up inspection shows violation eliminated	No Charge	No Penalty	
First follow-up inspection shows violation still exists, City abates illegal dumping	\$1,181.00	\$800.00	
Each subsequent inspection shows violation still exists	\$1,181.00	\$1,000.00	
c. Special Assessment Per Parcel	\$342.00		
4. <u>Special Events Per Hour</u>	\$115.00		

Police Department

ANIMAL CONTROL

(Ref. Hayward Municipal Code, Chapter 4, Article 4)

For those fees designated to RTO (Refer To Office), the Animal Services Manager shall determine a reasonable fee or charge, basing that determination on the nature of the service; time spent; consistency with fees and charges specified for other services; actual costs incurred, including overhead and other indirect cost; and any other relevant factors.

1. Impounding Charges
 - a. For each dog and cat
 - (1) 1st impoundment \$50.00 penalty
 - (2) 2nd impoundment within one year \$75.00 penalty
 - (3) 3rd impoundment within one year \$149.00 penalty
 - (4) Impound dangerous animal \$148.00 penalty
 - (5) Field Impound \$125.00
 - b. For any unsterilized dog or cat impounded, an additional fee is assessed as mandated by the State of California Food & Agricultural Code.
 - (1) 1st Impoundment \$35.00 penalty
 - (2) 2nd Impoundment \$50.00 penalty
 - (3) 3rd Impoundment \$100.00 penalty
 - c. For each horse, bull, cow, steer, calf, colt, sheep, lamb goat or hog
 - (1) 1st impoundment RTO (minimum \$40.00) Charge will be total direct cost
 - (2) 2nd impoundment within one year RTO (min. \$40.00)
 - (3) 3rd impoundment within one year RTO (min. \$40.00)
 - d. For each non-specified animal (rabbit, monkey, rat, etc.) RTO (min. \$40.00)
2. Feeding and Boarding Charges Per Day. Boarding charges shall be levied as of the first day of impoundment. Charges shall be waived where the animal is redeemed "off the truck."
 - a. For each dog, cat or small domestic pet \$15.00
 - b. Special needs animal (medications given, treatment) \$39.00 per day
 - c. For each horse, bull, cow, hog, steer, lamb, sheep, goat, colt, or calf. \$10.00 min. (RTO)
 - d. For each non-specified animal: \$19.00 min. (RTO)
3. Special Services
 - a. Owner surrender of adult unlicensed animals (boarding fees for the State mandated period additional) \$27.00 per animal

For those fees designated to RTO (Refer To Office), the Animal Services Manager shall determine a reasonable fee or charge, basing that determination on the nature of the service; time spent;

consistency with fees and charges specified for other services; actual costs incurred, including overhead and other indirect cost; and any other relevant factors.

- b. Owner surrender of additional animals less than ten weeks of age. Boarding fees for the State mandated holding period will also be charged. \$13.00 per animal
- c. Owner surrenders – small animals/bird \$46.00 per animal
- d. Owner brings dead animal to shelter for disposal
 - (1) Under 50 lbs. \$37.00 per animal
 - (2) Over 50 lbs. \$42.00 per animal
 - (3) Transportation of disposal \$96.00 per animal
- e. Transportation of stray injured or sick animal to a veterinarian where owner is later identified. RTO
- f. Veterinary treatment provided to an animal housed in the Shelter where the owner is later identified. Actual Vet Costs
- g. Rabies vaccination certificate Actual Vet Costs
- h. Para-influenza type vaccine Actual Vet Costs
- i. Medical Testing \$17.00/min
- j. Microchip Insertion \$50.00/max
 - (1) Animal adopted from the Shelter \$15.00
 - (2) Animals not adopted from the Shelter \$29.00

4. Animal License and Permit Fees

- a. Unsterilized dog or cat
 - (1) Flat fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate (not to exceed 3 years) \$17.00
 - (2) Unsterilized animal \$35.00 penalty
 - (3) Unsterilized license renewal \$17.00 plus penalty
- The Animal Services Manager is authorized to reduce dog license fees by one half of the amount set forth above
- b. Sterilized dog or cat license
 - (1) Flat Fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate duration (not to exceed 3 years) \$17.00
 - (2) Sterilized, license renewal \$17.00
 - c. Late Penalty \$5.00
 - d. Replacement/Duplicate License \$13.00
 - e. Seeing or hearing dog No Charge
 - f. Fancier's Permit \$243.00

5. Pick-up and Disposal of Dead Animals from Veterinarian

- a. For 1 to 5 animals \$107.00
- b. For each additional \$12.00

For those fees designated to RTO (Refer To Office), the Animal Services Manager shall determine

a reasonable fee or charge, basing that determination on the nature of the service; time spent; consistency with fees and charges specified for other services; actual costs incurred, including overhead and other indirect cost; and any other relevant factors.

6. Observation Fees

All observation fees are assessed at the full rate and are not refundable, either in part or in full.

- a. For each dog, cat or small domestic pet for quarantine, evidence and protective custody. \$4.00 per day
- b. Other Animals Actual Costs per inspection
- c. Property inspections (required prior to home quarantines and for the private retention of all animals declared dangerous outside City of Hayward hearing). \$72.00

7. Adoption Fees

RTO (minimum \$5.00)

- a. The fees charged for dogs and cats offered for adoption shall be set by the Animal Services Manager. In no case shall this amount be less than \$5.00. In no case shall animals listed as "Owner Surrendered" be adopted by the previous owner without payment of all fees and charges (as specified in the schedule) for shelter service in impounding and caring for the animal. \$20.00
- b. All Other Animals Market Value
- c. Spaying and neutering (mandated for dogs and cats prior to adoption) Veterinary contract cost
- d. Administrative processing fee for the return of animals adopted from the shelter \$11.00

- 8. Hearing Fee: Hearing and inspection of property of owners of animals declared dangerous or potentially dangerous. \$150.00

POLICE ADMINISTRATION

- 1. Photocopying of Reports
 - a. Traffic Accident Reports \$16.00 per report
 - b. Other Reports \$16.00 per report

- 2. Photographs \$24.00 each

- 3. Fingerprinting \$26.00 each
(Fingerprint processing fees established by Federal or State agencies shall be additional charge.)

- 4. Traffic \$ Police Security Services
 - a. Traffic control and police security services for pre-planned, non-city sponsored events Time & Motion
 - b. Planned traffic control for contractors and utilities Time & Motion

- 5. Permit Processing
(Fees are for processing only, fingerprint and Department of Justice fees are not included)
 - a. Taxi Drivers
 - (1) Initial Permit \$609.00
 - (2) Annual Renewal \$304.00
 - (3) Annual taxi operating sticker \$152.00
 - (4) Lost permit replacement \$26.00
 - b. Tow Permits
 - (1) Company 1st License \$304.00
 - (2) Company Annual Renewal \$40.00
 - (3) Driver 1st License \$304.00
 - (4) Driver Annual Renewal \$40.00
 - (5) Lost Permit Replacement \$40.00
 - c. Massage Establishments
 - (1) Initial Inspection/application and processing of new massage establishment \$761.00
 - (2) Annual Renewal fee for massage establishment \$241.00
 - (3) Badge Replacement \$80.00
 - (4) Massage Out-Call initial inspection/application \$761.00
 - (5) Massage Out-Call renewal \$241.00
 - d. Card Clubs Employee Permit
 - (1) Initial permit \$241.00
 - (2) Annual renewal \$160.00
 - (3) Lost permit replacement \$80.00
 - ~~(4) Auto Sales/Repair Permit \$160.00~~
 - ~~(5) Background Investigation Time & Motion~~
 - ~~(6) Firearm dealers annual permit \$1,294.00~~
 - ~~Any charges not specified below shall be established by State and/or Federal Statutes~~
 - ~~(7) Other Permit processing Time & Motion~~
 - ~~(8) Alcohol Sales Special Event Permits \$304.00~~
 - ~~e. Cannabis business employee permit~~

<u>e. Firearms</u>	
<u>(1) Background Investigation</u>	<u>Time & Motion</u>
<u>(2) Firearm dealers annual permit</u>	<u>\$1,294.00</u>
a) Initial permit / Renewal with Live Scan	\$299.00 vice
b) Annual renewal without Live Scan	\$160.00 vice
<u>f. c) Lost permit replacement</u>	<u>\$80.00 vice Employees</u>
<u>Working at a Cannabis Establishment</u>	
<u>(1) Employee Work Permit Application Fee</u>	
<u>a. Employee background check (live scan + fingerprint/photograph processing fee)</u>	<u>\$82.00 vice</u>
 <u>Any charges not specified below shall be established by State and/or Federal Statutes</u>	
<u>(1) Other Permit processing</u>	<u>Time & Motion</u>

6. Alarm Permit Fee	
a. New and annual renewal:	\$16.00
b. For Low income or persons in a temporary or permanent disabled status who:	\$12.00
(1) meet the City income guidelines as defined in the All City Department section of the Master Fee Schedule and—	
(2) file with the Revenue Division of the Finance Department a discount application and adequate documentary evidence showing that the Permit applicant comes within the provision of subparagraph (a).	
7. False Alarm Fees (for instances of false alarms within any one-year period):	
a. First False Alarm Fee	\$0.00 records
b. Second False Alarm Fee	\$185.00
c. Third False Alarm Fee	\$185.00
Penalty	\$50.00
d. Fourth False Alarm Fee	\$185.00
Penalty	\$200.00
e.g. Fifth and Each Fee	\$185.00
Subsequent False Alarm Penalty	\$400.00
8. Vehicle Release Fee	\$235.00
9. Vehicle Verification or Administrative Fee	
a. Onsite verification	\$76.00
b. Offsite verification	\$152.00
10. Communication Tapes	\$98.00 per tape
11. Clearance Letters	\$43.00 per letter
13.12.	Auto Sales/Repair Permit
	\$160.00
14.13. Vehicle Abatement	\$160.00 per vehicle

~~15. Prisoner Booking Fee~~ per prisoner

Any charges not specified below shall be established by

State and/or Federal statutes.

a. Cite & Release	\$89.00
b. Hold for Court	\$180.00
c. Transfer to Santa Rita	\$199.00

~~16.14.~~ Social Host Accountability Ordinance

The following penalties and/or cost recovery are authorized by Chapter 4, Article 11 of the HMC. Penalties for violations and cost recovery are separate and distinct charges.

Penalties for Violation - The following is authorized by sec 4-11.20 HMC

a. First Violation	\$750.00
b. Second Violation	\$1,500.00
c. Third & Subsequent Violations	\$2,500.00

Public Safety Services/Response Cost - The following is authorized by sec 4-11.25 HMC

d. Recovery of the cost of the public safety response to a "Social Host" ordinance violation using the fully burdened cost allocation rate.	Time & Motion
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~~17.15.~~ Firearms Range Maintenance Fees – apportions the upkeep of the \$~~1,2502,000.00~~

firearms range among user law enforcement agencies over a fiscal year period

16. Alcohol

a. Level I – Alcoholic Beverage Establishment Retail License Fee – Full service restaurants, wine shops, breweries, distilleries; and retail stores using no more than 5% of their floor area for alcohol sales, storage and display.	\$280.00
b. Level II – Alcoholic Beverage Establishment Retail License Fee – All alcoholic beverage outlets other than Level I.	\$1,120.00
c. Critical Incident Fee	Time & Motion
d. Violation of Alcoholic Beverage Outlets Ordinance	
(1) First Offense	\$750.00
(2) Second Offense	\$1,500.00
(3) Third and subsequent Offenses	\$2,500.00
e. Reinspection Fee	Time & Motion
f. Alcohol Sales – Special Event Permit	\$304.00

Tow Operation Fee

Fees to be charged for tow operations shall not be in excess of the following schedule:

1. Towing	
a. Towing of vehicles of others (From public and private property)	\$225.00

b. All other towing:	
1. Passenger vehicles	\$225.00
2. Motorcycles	\$225.00
3. Trucks to 10,000 lbs. (unloaded)	\$225.00
4. Trucks 10,000 to 26,000 lbs.	\$250.00
5. Trucks over 26,000 lbs.	\$375.00
c. Extra labor charges on disabled vehicles. Applicable 1/2 hours after arrival of tow truck. (Per hour or portion thereof, at 15-minute increments)	\$190.00/hr.
d. Gate fee request between 5:00 PM and 8:00 AM On weekdays and all day Saturday, Sunday and Holidays	\$120.00
2. Storage (Storage charges applicable after 8 hours)	
a. Passenger vehicles, motorcycles and trucks (To 8,000 lbs., outside per 24-hour period)	\$90.00
b. Passenger vehicles, motorcycles and trucks (To 8,000 lbs., inside per 24-hour period)	\$90.00
c. Trucks over 8,000 lbs., buses, and trailers over 20 feet long	\$125.00
3. Miscellaneous Service to the Public	
a. Service charges on disabled vehicles where no tow is made	\$100.00
b. Release of vehicle from hook-up after authorization to tow	\$90.00
4. Complicated Tow	
a. Trailer con gear (big rig dolly)	\$150.00
b. Air cushion, includes operator for 3 hours	\$1500.00
c. Lumper, or extra personnel 6am to 6pm	\$50.00/hr. (2hr. min)
5. City Owned Vehicles	
a. Removal or tow of vehicle	\$50.00
b. Service charge on disabled vehicle (no tow)	\$50.00
c. Tow from outside of City of Hayward	\$50.00/hr. + 1.00 per mile

\$290 if 2 axle to portal plus for Air cushion Towing, add \$174 for first three hours then \$400 after

\$454 if 3 axle to portal plus for Air cushion Towing, add \$174 for first three hours then \$400 after

Utilities & Environmental Services

1. SANITARY SEWER SERVICE CHARGES AND FEES

(1) Single family, duplex, triplex, and fourplex residential units, townhouses, and planned developments	\$7,700.00
(2) ADUs (where applicable), high density residential, and mobile homes, each residential unit	\$6,853.00
(3) Commercial, industrial, institutional and all other connections:	
Per gallon of daily capacity required to serve the user	\$21.51
Per pound per year of biochemical oxygen demand (BOD)	\$8.53
Per pound per year of suspended solids (SS)	\$9.17
Minimum charge	\$7,700.00

For the purposes of calculating non-residential sewer connection fees, carbonaceous biochemical oxygen demand (CBOD) and suspended solids (SS) will be reduced by 70% of the estimated values in the actual discharge, but not lower than the CBOD and SS for domestic wastewater, that is, 307 milligrams per liter and 258 milligrams per liter respectively. The property will be entitled to discharge CBOD and SS concentrations commensurate with the estimated actual concentrations. The volume component will not be reduced and will be calculated at 100% of the estimated discharge. The CBOD and SS reduction is applicable only to estimated daily discharge of 50,000 gallons or less. Discharge in excess of 50,000 gallons per day from a facility will be subject to a sewer connection fee based on full CBOD and SS concentrations. This provision will be in effect through September 30, 2023.

- a. Interest Rates on Sewer Connection Fee Payment Agreements (Reference Hayward Municipal Code, Chapter 11, Article 3, Section 11-3.255)
 - 12-month agreement – 1%
 - 24-month agreement – 2%
 - 36-month agreement – 3%
 - 48-month (or longer) agreement – To be determined, with 4% minimum
- b. Sewer Service Charges (Reference Hayward Municipal Code, Chapter 11, Article 3, Section 11-3.450)

	Eff. Oct 1, 2021	Eff. Oct 1, 2022	
(1) Single Family Home, Duplex, Triplex, Fourplex	\$37.17 \$74.34	\$38.58 \$77.16	per month payable bi-monthly
(2) Lifeline Rate (water consumption of 400 cubic feet or less)	\$8.71 \$17.42	\$9.04 \$18.08	per month payable bi-monthly
(3) Economy Rate (water consumption of More than 400 cu. Ft. but less than 800)	\$17.41 \$34.82	\$18.07 \$36.14	per month payable bi-monthly
(4) Multiple Residential Living (each multiple residential living unit shall be considered as eighty-nine hundredths (0.89) of service unit per month for the purposes of determining the applicable sewer charge)	\$33.08 \$66.16	\$34.34 \$68.68	per month, per unit payable bi-monthly
(5) Mobile Home Unit	\$26.01 \$52.02	\$27.01 \$54.02	per month payable bi-monthly

Commercial and Industrial Coded Users:

The following service units shall apply to the corresponding non-critical User Classification Code (UCC) categories of usage (per 100 cu. ft. of water used):

UCC	Non-Critical User Category	With Separate Irrigation Meter		Without Separate Irrigation Meter	
		Eff. Oct 1, 2021	Eff. Oct 1, 2022	Eff. Oct 1, 2021	Eff. Oct 1, 2022
5813	Restaurant w/ Grease Interceptor*	\$8.64	\$9.11	\$7.78	\$8.20
5812	Restaurant w/o Grease Interceptor*	\$11.20	\$11.80	\$10.08	\$10.62
7210	Commercial Laundry	\$6.79	\$7.04	\$6.11	\$6.33
2050	Bakery	\$11.60	\$12.01	\$10.44	\$10.81
7218	Industrial Laundries	\$10.56	\$10.94	\$9.50	\$9.84
2080	Beverage Bottling	\$6.86	\$7.11	\$6.18	\$6.40
2090	Food Manufacturing	\$25.60	\$26.49	\$23.04	\$23.84
2010	Meat Products	\$12.97	\$13.42	\$11.67	\$12.08
2011	Slaughterhouse	\$14.91	\$15.44	\$13.42	\$13.90
2020	Dairy Product Processors	\$10.69	\$11.07	\$9.63	\$9.96
2030	Canning and Packing	\$7.60	\$7.88	\$6.85	\$7.09
2040	Grain Mills	\$10.03	\$10.39	\$9.02	\$9.35
2070	Fats and Oils	\$7.21	\$7.48	\$6.49	\$6.73
2600	Pulp and Paper Manufacturing	\$8.80	\$9.12	\$7.92	\$8.20
2810	Inorganic Chemicals	\$12.23	\$12.67	\$11.01	\$11.41
2850	Paint Manufacturing	\$19.07	\$19.75	\$17.17	\$17.78

3110	Leather Tanning	\$25.13	\$26.01	\$22.61	\$23.40
3410	Fabricated Metal	\$3.62	\$3.76	\$3.26	\$3.39
9999	All other UCC, including motels, hotels, and rooming houses	\$6.72	\$6.97	\$6.05	\$6.28

*Oct 1, 2021, rate increase listed above deferred: 50% of increase will be implemented Oct 1, 2022, and remaining 50% will be implemented Oct 1, 2023

All non-critical commercial and industrial users will be included in the above UCC classification that most closely represents the wastewater discharge strength and characteristics in comparison with domestic wastewater definition in the Regulations, as determined by the Director of Public Works. The UCC designation of a particular industry may not necessarily correspond to the Standard Industrial Classification (SIC) which may be assigned for other purposes.

Unclassified and Critical Users

(1) "Critical Users" and those whose discharge does not respond to any UCC because of variations in wastewater constituents or treatment costs shall pay an amount calculated in accordance with the following formula where,

$$C = V/M (160 C_v + C_B \times BOD + C_S \times SS)$$

C = Sewer service charge during period for which billing is calculated.

V= Volume of water consumed per hundred cubic feet (CCF) during period for which the billing is calculated (total of public water service, metered flow and all private sources, except those meters or services specifically identified for irrigation purposes only).

BOD= Average Biochemical Oxygen Demand, in milligrams per liter, from user during period for which the billing is calculated.

SS= Average Suspended Solids, in milligrams per liter, from user during period for which the billing is calculated.

	<u>Eff. Oct 1, 2021</u>	<u>Eff. Oct 1, 2022</u>
C _v = Treatment cost per hundred cubic feet of water	\$3.20168	\$3.2258
C _B = Treatment cost per pound of BOD	\$0.74430	\$0.76912
C _S = Treatment cost per pound of SS	\$0.99791	\$1.03367
M = 160 for users with separate irrigation meters; and 178 for users without separate irrigation meters.		

(1) The minimum fee for each user shall be that established for one (1) Service Unit per month

Wastewater Discharge Permit Fees and Miscellaneous Charges

(1) Wastewater Discharge Permit Fees

<u>Type of Permit</u>	<u>New Permit</u>	<u>Permit Renewal</u>	<u>Amendment</u>
Categorical	\$4, 073 <u>275</u> .00	\$2, 797 <u>935</u> .00	\$ 999 <u>1,045</u> .00
Non-Categorical Significant	\$2, 757 <u>890</u> .00	\$2, 001 <u>100</u> .00	\$ 780 <u>815</u> .00
Groundwater	\$1, 455 <u>525</u> .00	\$ 780 <u>815</u> .00	\$ 482 <u>505</u> .00
Non-Sewered Credit	\$ 179 <u>185</u> .00	\$ 179 <u>185</u> .00	N/A
Special Purpose (one-time discharge)	\$ 788 <u>825</u> .00	N/A	N/A

(2) Compliance Schedule (for correction of violations) \$~~695~~725.00

(2) Wastewater Sampling

(a) Composite Sample with Lab Costs	\$ 673 <u>705</u> .00
(b) Composite Sample without Lab Costs	\$3 12 <u>25</u> .00
(c) Grab Sample	\$3 21 <u>35</u> .00
(d) Violation Follow-Up Sample with Lab Cost	\$ 705 <u>673</u> .00
(e) Violation Follow-Up Sample without Lab Cost	\$3 25 <u>12</u> .00
(f) Sampling Equipment Fee	\$25.00

(3) Compliance Schedule (for Correction of Violations) \$725.00

~~(5)~~(4) _____ Violation follow-up inspection \$~~586~~615.00

~~(6)~~(5) _____ Development Plan Review

(a) Industrial	\$ 433 <u>450</u> .00
(b) Commercial	\$4 50 <u>33</u> .00
(c) Residential	\$2 80 <u>71</u> .00

2. WATER SERVICE CHARGES AND INSTALLATION FEES

a. Water Services charges for labor and materials (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.02 and 11-2.04)

(1) Single Services. (Also see (4) below)

<u>Meter Size and Service Size</u>	<u>Fee</u>
(a) 5/8" x 3/4" <u>3/4"</u>	\$ 34,520 <u>00</u> .00
(b) 3/4" <u>3/4"</u> x 3/4" <u>3/4"</u>	\$ 34,520 <u>00</u> .00
(c) 3/4" <u>3/4"</u> x 1"	\$ 34,500 <u>200</u> .00
(d) 1" x 1"	\$ 34,520 <u>00</u> .00
(e) 1" x 1- 1/2" <u>1/2"</u>	\$4, 961 <u>40</u> .00
(f) 1- 1/2" <u>1/2"</u> x 1- 1/2" <u>1/2"</u>	\$ 4,580 <u>5,490</u> .00

- (g) ~~1-1/2"-1/2" x 2"~~ \$~~4,580,490.00~~
- (h) 2" x 2" \$4,870,840.00
- (i) Larger than 2" x 2" Actual cost of labor, materials, & equipment

(2) Manifold Service. (Also see (4) below)

Service Size Fee

Meter Size and Service Size

- (a) 5/8" x 5/8" 1" \$~~4,455,340.00~~
- (b) ~~3/4"-3/4" x 3/4-3/4"~~ 1" \$4,450,340.00
- (c) 1" x 1" 1 ~~1/2"-1/2"~~ \$4,450,340.00
- (d) 1" x 1-~~1/2-1/2"~~ 2" \$4,740,680.00
- (e) 1-~~1/2-1/2"~~ x 1-~~1/2-1/2"~~ 2" \$56,020.00
- (f) 1-~~1/2-1/2"~~ x 2" 2" \$6,25,1810.00
- (g) 2" x 2" 2" \$5,360,430.00
- (h) More than two meters or larger than 2" service line Actual cost of labor, materials, & equipment

(3) Meters Set on Existing Service. (Also see (4) below)

Meter Size

Fee

- (a) 5/8" \$~~1834.00~~
- (b) ~~3/4-3/4"~~ \$200,380.00
- (c) 1" \$310,420.00
- (d) 1-~~1/2-1/2"~~ \$64530.00
- (e) 2" \$660,810.00
- (f) Larger than 2" Actual cost of labor, materials, & equipment

(4) All meters in new developments shall have remote radio read capability. The cost for remote read capability is \$200 per meter, which is in addition to the fees listed above.

b. Water Service, Construction Work, Temporary Service (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.22)

(1) Water Hydrant Meter Deposit

Water Hydrant Meter Deposit Fees \$1,800
(for a 3" hydrant meter)

~~(1)~~(2) The monthly meter service charge on all hydrant and construction meters shall be as follows:

- (a) 3/4" meter \$~~68.00~~ per month
- (b) 3" meter \$~~6275.00~~ per month
- (c) 4" meter \$~~97117.00~~ per month
- (d) 6" meter \$~~194233.00~~ per month

~~(1)~~(3) All hydrant and construction meter accounts will accrue charges for minimum monthly consumption on the following amounts, whether or not this amount of water is actually used.

(a) 3/4" meter	1,000 cu ft.
(b) 3" meter	2,800 cu ft.
(c) 4" meter	4,000 cu ft.
(d) 6" meter	6,000 cu ft.

~~(1)~~(4) Failure to Report Hydrant or Construction Meter Reading shall cause a \$60.00 charge for each month that a reading is not reported (Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.22). This charge is in addition to service charges and water usage charges.

~~d.c.~~ Water System Facilities Fee (Reference Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.54)

Facilities Fees shall be as follows:

(1) Residential

The facilities fee will be based on the water meter size required to meet the indoor demand (excluding fire service demand) and outdoor demand of the residence as determined by the City. The meter that is installed may be larger than the meter facilities fee that is charged if the service is combined with a private fire service. For multi-family complexes, the facilities fee will be based on the water meter size required to meet the indoor demand for each dwelling unit, as determined by the City, regardless of the arrangement of water meters or meter sizes at the premises.

(a) 5/8" meter	\$6,484.00
(b) 3/4" meter	\$9,730.00
(c) 1" meter	\$16,210.00

(2) Non-residential, each separate irrigation service, and each residential unit with meter size larger than 1"

(a) 5/8" meter	\$6,484.00
(b) 3/4" meter	\$9,730.00
(c) 1" meter	\$16,210.00
(d) 1 1/2" meter	\$32,420.00
(e) 2" meter	\$51,870.00
(f) 3" meter	\$103,740.00
(g) 4" meter	\$162,100.00
(h) 6" meter	\$324,200.00
(i) 8" meter	\$518,720.00
(j) 10" meter	\$745,660.00

(3) Fire Service, per service regardless of size

\$6,484.00

e.d. Meter Services Charges Inside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.60)

The bimonthly standard meter service charge for all meters (except temporary service for construction work), based on size of meter, shall be as follows

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
(a) 5/8" meter	\$31.28	\$32.22
(b) 3/4" meter	\$43.65	\$44.96
(c) 1" meter	\$68.39	\$70.45
(d) 1 1/2" meter	\$130.25	\$134.16
(e) 2" meter	\$204.47	\$210.61
(f) 3" meter	\$439.51	\$452.70
(g) 4" meter	\$785.88	\$809.46
(h) 6" meter	\$1,614.69	\$1,663.14
(i) 8" meter	\$3,470.25	\$3,574.36
(j) 10" meter	\$5,202.11	\$5,358.18

(1) Exemption for Low Income:

Notwithstanding any other provision of Hayward Municipal Code, Chapter 11, Article 2, the low income meter service charge shall be imposed by this subsection upon any customer that:

- (a) meets the City income guidelines as defined in the All City Department section of the Master Fee Schedule and
- (b) files with the Revenue Division of the Finance Department a discount application and adequate documentary evidence showing that the applicant comes within the provision of subparagraph (a).

(2) The bimonthly low-income meter service charge for 5/8", 3/4", and 1" meters, shall be as follows:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
a. 5/8" meter, low income	\$10.95	\$11.28
b. 3/4" meter, low income	N/A	\$15.74
c. 1" meter, low income	N/A	\$24.66

~~(4)~~(3) The water usage charge based on the number of cubic feet of water supplied during each billing period shall be as follows:

Single Family Residential & Multifamily*

Cost Per CCF of Metered Water Consumption:	Eff. Oct 1, 2021	Eff. Oct 1, 2022
1 – 8 ccf (hundred cubic feet)	\$6.04	\$6.23
9 – 18 ccf	\$7.18	\$7.40
Over 18 ccf	\$8.82	\$9.09

*Based on average usage per dwelling unit

Non-Residential

Cost Per CCF of Metered Water Consumption:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
1 – 110 hundred cubic feet (ccf)	\$6.56	\$6.76
Over 110 ccf	\$7.70	\$7.94

Irrigation

Cost Per CCF of Metered Water Consumption:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
1 – 170 hundred cubic feet (ccf)	\$7.76	\$8.00
Over 170 ccf	\$9.88	\$10.18

Hydrant and Fireline Accounts

Cost Per CCF of Metered Water Consumption:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
All usage	\$7.31	\$7.53

Note: hundred cubic feet = approximately 748 gallons of water

f.e. Fire Service Connections Inside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.39)

The fire service charge per each billing period shall be as follows:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
a. 5/8” meter	\$6.65	\$6.85
b. 3/4” meter	\$6.72	\$6.93
c. 1” meter	\$6.93	\$7.14
d. 1-1/2” meter	\$7.66	\$7.89
e. 2” meter	\$8.93	\$9.20
f. 3” meter	\$13.49	\$13.90
g. 4” meter	\$21.34	\$21.99
h. 6” meter	\$49.52	\$51.01
i. 8” meter	\$98.13	\$101.08
j. 10” meter	\$171.25	\$176.39

g.f. Fire Flow Test. A charge of \$326 shall be applied for each fire flow test.

g. A 50% surcharge on water usage ~~and a domestic sewer service charge~~ shall be applied in the event that a fire service connection is used for any purpose other than those specifically identified in the

Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.20, that is, for extinguishing fires or authorized testing of the fire protection system(s).

Customers with appropriate documentation may qualify for a full or partial refund in specific circumstances such as:

- Authorized water usage (e.g., for extinguishing fires or planned test of fire protection systems). Fire service connections are not intended for day-to-day water consumption but may occasionally be authorized for specific uses. In instances where customers can provide documentation for authorized water usage, customers will only be billed for consumption and will be refunded if a 50% surcharge has been applied to their account.
- False usage volume (e.g., due to a faulty check valves). In instances where customers can provide proof that water consumption was due to an inaccurate meter reading, refunds can be issued for any false consumption, inclusive of the 50% surcharge.

i.h. Other Water System Fees and Charges

Account Establishment Fee	\$70.00
After-Hours Meter Activation Fee	\$72.00
Meter Lock Fee	\$92.00
Meter Removal Fee	\$90.00
Meter Test Fee (up to 1-inch meter)	\$223.00
Meter Test Fee (1 1/2-inch to 2-inch meter)	\$295.00
Meter Test Fee (3-inch meter and larger)	\$367.00
Noticing Fee	\$6.00
Service Restoration/Unlock Fee	\$50.00

j.i. Special Billings

1. Special Requests for Water Billing	
(a) Base Rate Services	\$26.00
(b) Each Additional Meter	\$9.00

k.j. Development Plan Review

Residential	\$67.00
Commercial	\$112.00
Industrial	\$179.00

Land Use Category Description	Minimum Parcel Size (Acre)	Runoff Factor	Service Charge/Runoff Acre/Year
Commercial/Industrial	0.25	0.80	\$338.32
Parking Lots	0.25	0.80	\$285.60
Utilities	0.25	0.80	\$285.60
Institutional/Apartments	0.25	0.60	\$285.60
Condominium	#	0.60	\$285.60
Single Family up to 4 -Plex	0.25	0.40	\$285.60
Single Family Ranches	0.25	0.40	\$285.60
Vacant Land (Utilized)	10	0.01	\$285.60
Vacant Land (Non-utilized)	17	0.00	\$285.60

Owned by Government Parcels w/o Valuation Utilities on Leased Land Cemeteries Common Area	0.25	0.40*	\$285.60
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NOTES:

- (1) LUF = Land Use Factor coding system utilized by Alameda County Flood Control
- (2) Minimum Parcel Size is the minimum size on which charges are calculated
- (3) Runoff Factor is the ratio between impervious surface area and total surface area as determined by the Alameda County Flood Control District
- # Condominium parcel size is determined by dividing the parcel size by the total number of units.
- *Or as determined

Rate Formula: Service Charge per year =
PARCEL SIZE x RUNOFF FACTOR x SERVICE CHARGE/RUNOFF ACRE/YEAR

3. STORMWATER

a. Stormwater Treatment Measure Inspection	\$ 462 485.00
b. Stormwater Facility Inspection	
Industrial (under State Permit)	\$ 398 415.00
Industrial (not under State Permit)	\$ 398 415.00
Restaurant	\$ 265 57.00
Commercial	\$ 251 6.00

The stormwater facility inspection fee will be waived if the inspection does not result in an adverse finding for the property and the potential for pollutant discharge is nonexistent.

4. RECYCLED WATER

The bimonthly standard recycled water meter service charge for all recycled water meters, based on size of meter, shall be as follows:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
(a) 5/8" meter	\$32.00	\$32.00
(b) 3/4" meter	\$43.51	\$43.51
(c) 1" meter	\$65.91	\$65.91
(d) 1 1/2" meter	\$144.31	\$144.31
(e) 2" meter	\$254.00	\$254.00
(f) 3" meter	\$641.00	\$641.00
(g) 4" meter	\$1,269.80	\$1,269.80
(h) 6" meter	\$2,240.00	\$2,240.00
(i) 8" meter	\$3,101.00	\$3,101.00
(j) 10" meter	\$3,734.80	\$3,734.80

Recycled Water usage charge based on the number of cubic feet of water supplied during each billing period shall be as follows:

Cost Per CCF of Metered Water Consumption \$5.16

Note: hundred cubic feet = approximately 748 gallons of water

5. LOW INCOME REFUSE SERVICE RATES

A residential subscriber shall receive a discount in the amount of \$8.22 per month for refuse service for a single-unit dwelling based on the following:

- a. The subscriber meets the City income guidelines as defined in the All City Department section of the Master Fee Schedule and
- b. The subscriber files with the Revenue Division of the Department of Finance a discount application and adequate documentary evidence showing that the subscriber comes within the provision of subparagraph (a).

6. SOLID WASTE PLAN REVIEW FEES

a. Development Plan Review

Single Family or Remodel	\$50.00
Tract Development	\$160.00
<u>Commercial/Industrial</u>	
Tenant Improvement w/ Trash Enclosure	\$120.00
Tenant Improvement w/o Trash Enclosure	\$80.00
Mixed Use (Commercial & Residential)	Actual cost

Glossary of Terms

The following description of fee charges has been prepared for your convenience. If you have any questions regarding fee charges, please feel free to discuss them with a member of the City staff.

Annexation Fees:

Charges for time and material costs involved in processing applications for the annexation of property to the City.

Compliance Services Fees:

Charges imposed to defray the City's labor and materials cost of assuring compliance with specific City ordinances such as weed abatement.

Inspection Fees:

Charges related to the physical inspection of facilities, buildings, sites, equipment, etc.

Licenses and Permit Fees:

Charges imposed to defray the cost incurred in processing applications for licenses and permits which authorize the holder to engage in a specific function or activity and include the costs of assuring compliance with related conditions and regulations.

Penalty Fees and Fines:

Charges imposed for non-compliance with specific City requirements.

Plan Check Fees:

Charges for time and materials costs for the detailed inspection of plans submitted to the City for review.

Rental Fees:

Charges for use of City facilities and services.

Service Fees:

Charges for time and materials costs incurred by the City in the course of providing those services for which fees or charges are not otherwise specifically set forth.

Special Services Fees:

Charges for time and materials costs incurred by the City in the course of providing extraordinary services.



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: RPT 23-037

DATE: March 21, 2023

TO: Mayor and City Council

FROM: Councilmembers Andrews and Syrop

SUBJECT

City Council Referral: Accelerating BART Transit Oriented Development in Hayward

RECOMMENDATION

That Council reviews the attached Council referral memo and provides direction to staff.

SUMMARY

A formal Council referral was received from Councilmembers Andrews and Syrop on March 7, 2023 based on interest to explore the possibilities of accelerating transit oriented development in partnership with BART in Hayward. The referral requests that staff:

1. Engage with BART staff to improve Hayward's ranking in BART's Phase II TOD work plan, beginning now and until BART completes Phase II reprioritization.
2. Invite BART staff to present at the upcoming meetings for the Council Infrastructure Committee and Council Economic Development Committee on:
 - a. The status of its Phase II TOD work plan.
 - b. Recommendations on how to best allocate surplus funds from the recent dissolution of the South Hayward BART JPA.
3. Identify and evaluate current local, regional, state, and federal funding opportunities that can improve Hayward's prioritization ranking in BART's Phase II TOD work plan.

Staff has learned that BART will soon release a survey to local jurisdictions in the BART district. This survey will refine BART's planning for current and future Transit Oriented Development (TOD) opportunities near BART stations. It will also update the prioritized list of BART-owned or operated land for future TODs. Staff will continue to engage with BART, will work on scheduling a presentation at the Council Infrastructure Committee and the Council Economic Development Committee for their

File #: RPT 23-037

recommendations, and will reengage with the full Council when appropriate. As these initial efforts will not require significant staff time, staff recommends proceeding with scheduling the presentations from BART and completing the upcoming survey without reprioritizing other work.

ATTACHMENTS

Attachment I Council Referral Memo



COUNCIL REFERRAL MEMORANDUM

To: Hayward Mayor and City Council

From: Council Members George Syrop and Angela Andrews

Subject: Referral - Accelerating BART Transit Oriented Development in Hayward

Date: 3/8/2023

BACKGROUND:

During a recent Council Worksession, multiple Council Members indicated an interest in engaging in conversations with Bay Area Rapid Transit District (BART) to accelerate the activation of its Hayward station parking lots and provide housing solutions and other amenities for Hayward residents. Information was received that BART is considering reprioritizing which stations will be developed as part of Phase II of its Transportation Oriented Development (TOD) work plan. Additionally, cities that have been able to contribute at least \$3M towards development have been able to improve their prioritization.


SUMMARY:

This referral requests that Council direct staff to:

1. Engage with BART staff to improve Hayward's ranking in BART's Phase II TOD work plan, beginning now and until BART completes Phase II reprioritization.
2. Invite BART Staff to present at the upcoming meetings for the Council Infrastructure Committee and Council Economic Development Committee on:
 - a. The status of its Phase II TOD work plan.
 - b. Recommendations on how to best allocate surplus funds from the recent dissolution of the South Hayward BART JPA.
3. Identify and evaluate current local, regional, state, and federal funding opportunities that can improve Hayward's prioritization ranking in BART's Phase II TOD work plan.



Angela Andrews
Mayor Pro Tempore



George Syrop
Council Member

STRATEGIC ROADMAP:

This referral supports the Strategic Priorities to: Invest in Infrastructure and Preserve, Protect, and Produce Housing for All. Specifically, this referral relates to the following projects:

Increase transit options and ridership

Project N4e: Continue to work with BART to encourage transit-oriented development on BART owned property in Hayward.

Pursue state housing funding opportunities

Project H7a: Identify and respond to regulations to ensure that Hayward or Hayward supported projects qualify for state housing funding.

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REFERENCES:

"Most Residents Living Car Free At New 1600 Unit Transit Oriented Development"

<https://www.thenextmiami.com/more-than-half-of-residents-dont-have-cars-at-1600-unit-transit-oriented-development/>

"BART Board Approves Lake Merritt Transit-Oriented Development"

<https://www.bisnow.com/san-francisco/news/construction-development/lake-merritt-transit-development-gets-approval-from-bart-board-115396>

"How key projects are transforming San Leandro's downtown"

<https://www.bizjournals.com/sanfrancisco/news/2023/02/15/0217-haywardhotspot-san-leandro.html>

"BART picks developer team for North Berkeley housing"

<https://www.berkeleyside.org/2022/12/01/north-berkeley-bart-housing-developer-bridge>