

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, May 2, 2017

7:00 PM

Council Chambers

City Council

Mayor Barbara Halliday
Mayor Pro Tempore Sara Lamnin
Council Member Francisco Zermeño
Council Member Marvin Peixoto
Council Member Al Mendall
Council Member Elisa Márquez
Council Member Mark Salinas

CITY COUNCIL MEETING**CALL TO ORDER Pledge of Allegiance: Council Member Peixoto****ROLL CALL****CLOSED SESSION ANNOUNCEMENT****PRESENTATIONS**

Proclamation in Recognition of Carl Baker-Madsen for His Dedication and Service to the Downtown Hayward Business Community

Public Service Recognition Week - May 8, 2017

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 your 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, your item will be taken under consideration and may be referred to staff.

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 17-069](#) Minutes of the Special City Council Meeting on April 11, 2017

Attachments: [Attachment I Draft Minutes of 4/11/2017](#)

2. [MIN 17-065](#) Minutes of the City Council Meeting on April 18, 2017

Attachments: [Attachment I Draft Minutes of 4/18/2017](#)

3. [CONS 17-183](#) FY 2017 & FY 2018 Pavement Rehabilitation Project - Approval of Plans and Specifications & Call for Bids

Attachments: [Attachment I Staff Report](#)
 [Attachment II Resolution](#)
 [Attachment III Street List and Location Map](#)

4. [CONS 17-184](#) FY 2017 & FY 2018 Pavement Preventive Maintenance & Resurfacing Project - Approval of Plans and Specifications & Call for Bids

Attachments: [Attachment I Staff Report](#)
 [Attachment II Resolution](#)
 [Attachment III List and Map of Streets](#)

5. [CONS 17-219](#) Adoption of an Ordinance Amending Chapter 5, Article 10 of the Hayward Municipal Code Regarding Construction and Demolition Debris Waste Reduction and Recycling Requirements

Attachments: [Attachment I Staff Report](#)
 [Attachment II Summary of Ordinance Published on 04/28/17](#)

6. [CONS 17-233](#) Adoption of Green Infrastructure Framework

Attachments: [Attachment I Staff Report](#)
 [Attachment II Resolution to Adopt the Framework](#)
 [Attachment III Hayward Green Infrastructure Framework](#)

WORK SESSION

Work Session items are non-action items. Although the Council may discuss or direct staff to follow up on these items, no formal action will be taken. Any formal action will be placed on the agenda at a subsequent meeting in the action sections of the agenda.

7. [WS 17-016](#) Review of 21st Century Library and Community Learning Center Staffing Considerations (Report from Library and Community Services Director Reinhart) (Report will be available on Monday, May 1, 2017)

PUBLIC HEARING

8. [PH 17-020](#) Approval of Fiscal Year 2017-18 Community Agency Funding Recommendations (Report from Library and Community Services Director Reinhart)

Attachments: [Attachment I Staff Report](#)
[Attachment II Resolution](#)
[Attachment III FY 2018 Recommendations](#)
[Attachment IV Proposal Summaries](#)

9. [PH 17-023](#) FY 2018 Master Fee Schedule/Fine and Bail Schedule (Report from Director of Finance Claussen)

Attachments: [Attachment I Staff Report](#)
[Attachment II Resolution](#)
[Attachment III Building Fees](#)
[Attachment IV Planning Code Enforcement Fees](#)
[Attachment V Fees Comparison of Surrounding Jurisdictions](#)
[Attachment VI Fee Impacts on Sample Projects](#)
[Attachment VII Resolution 16-047](#)
[Attachment VIII Policy Plan Fee-survey of other cities](#)
[Attachment IX Proposed Hangar Rates](#)
[Attachment X Updates to Fine and Bail](#)
[Attachment XI Master Fee Schedule](#)
[Attachment XII Fine and Bail Schedule](#)

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.

COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS

Oral reports from Council Members on their activities, referrals to staff, and suggestions for future agenda items.

ADJOURNMENT

NEXT SPECIAL MEETING, May 9, 2017, 7:00 PM

PUBLIC COMMENT RULES

Any member of the public desiring to address the Council shall limit her/his 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. Speaker Cards are available from the City Clerk at the meeting.

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 website and on Cable Channel 15, KHRT.****

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 TDD (510) 247-3340.

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

File #: MIN 17-069

DATE: May 2, 2017

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Minutes of the Special City Council Meeting on April 11, 2017

RECOMMENDATION

That the City Council approves the minutes of the Special City Council meeting on April 11, 2017.

ATTACHMENTS

Attachment I Draft Minutes of April 11, 2017.



**MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF THE
CITY OF HAYWARD
Council Chambers
777 B Street, Hayward, CA 94541
Tuesday, April 11, 2017, 7:00 p.m.**

The Special City Council meeting was called to order by Mayor Halliday at 7:00 p.m., followed by the Pledge of Allegiance led by Council Member Márquez.

ROLL CALL

Present: COUNCIL MEMBERS Zermeño, Márquez, Mendall, Peixoto, Lamnin, Salinas
MAYOR Halliday
Absent: None

CLOSED SESSION ANNOUNCEMENT

City Attorney Lawson announced the Council convened in closed session concerning conference with legal counsel pursuant to Government Code 54956.9 regarding two anticipated litigation cases; and took no reportable action. Mr. Lawson noted that the Council did not have time to meet with labor negotiators pursuant to Government Code 54957.6 regarding all groups.

PRESENTATIONS

Council Member Peixoto read a proclamation declaring the week of April 9-15, 2017, as National Animal Care and Control Appreciation Week. The proclamation was presented to Animal Services Manager, Jennie Comstock.

Council Member Márquez read a proclamation declaring the week of April 9-15, 2017, as National Public Safety Telecommunicators Week. The proclamation was presented to Acting Police Chief, Mark Koller.

Mayor Halliday read a proclamation declaring April 23-29, 2017, as National Volunteer Week. The proclamation was presented to Volunteer Coordinator, Zach Ebadi. Volunteers of the following groups were recognized for their valuable contributions: Fire Department volunteers; Animal Shelter; Literacy Plus Program; Homework Support Center; Friends of the Hayward Public Library; City's Boards, Commissions, and Task Forces; and City Manager Department volunteers.

PUBLIC COMMENTS

Mr. Charlie Peters, Clean Air Performance Professionals representative, spoke about vehicle and registration fees related to road infrastructure; and provided documents for the record.

Ms. Sarah Ismail, Public Health Justice Collective representative, urged the Council to join other Bay Area cities by adopting a sanctuary city policy; and provided a letter for the record.

Ms. Michelle Loya-Talamantes, Public Health Justice Collective representative, spoke about studies showing the negative effects of recent anti-immigrant policies; and advocated for a sanctuary city policy.

Mr. Jaman Brewster, Hayward resident, spoke about incidents involving folks parking vehicles across his driveway and the lack of traffic enforcement; and submitted the documents that were submitted to the City and requested a response from the Council.

Ms. Jotika Krishan, Hayward resident, expressed issues with people blocking her driveway and entrance/exit to her court and vandalizing her property, and noted that efforts to get assistance from the City were unsuccessful.

The following speakers spoke about 16-year-old, Elena Mondragon, who was shot by Fremont Police on March 14, 2017, in Hayward during an investigation. The speakers urged the Council to direct staff to hold people responsible for Elena's death accountable; conduct an unbiased investigation; stop unsubstantiated rumors that criminalize the victim; release the video footage of the incident and investigation reports; release the full autopsy report and all medical records; release the officers' names; encourage the Alameda County District Attorney's Office to pursue charges against the Fremont Police officers; and exert all leverage possible to do justice.

Mr. Miguel Minjares, Elena's uncle and Hayward Unified School District employee

Ms. Leigh Davenport, Anti Police-Terror Project member, submitted a document

Ms. Heather Thompson, Hayward resident

Ms. Haley Bash

Mr. James Deboer, Anti Police-Terror Project member

Ms. Evelina Minjares, Elena's grandmother

Mr. Paul Minjares, Elena's uncle

Ms. Evelina Minjares, Elena's sister

Ms. Tova Fry, Anti Police-Terror Project member

Ms. Emily Rose Johns, Anti Police-Terror Project attorney

Mr. Mike Mendez, submitted a card but did not speak

Ms. Evelina Minjares, Elena's cousin

Mr. James Burch, Anti Police-Terror Project member

Ms. Annie Banks, Anti Police-Terror Project member

Ms. Ysenia Sepulveda, Hayward Collective representative

Ms. Mary Noble, Showing Up for Racial Justice member

Bishop JW Macklin of Glad Tidings Church offered words of comfort to Elena's family and friends, expressed assurance that the City would provide answers, and offered his assistance.



**MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF THE
CITY OF HAYWARD
Council Chambers
777 B Street, Hayward, CA 94541
Tuesday, April 11, 2017, 7:00 p.m.**

City Manager McAdoo and Interim Police Chief Koller expressed words of sympathy to Elena's family and friends noting the City was committed to conducting an impartial investigation of the incident. Interim Police Chief Koller indicated that there were three independent investigations, and the Alameda County District's Office was investigating the actions associated with the officers involved. Chief Koller assured the audience that all facts would be shared at the conclusion of the investigation.

Mayor Halliday spoke about this year's Annual Children's Memorial event at the end of April and noted that Elena's name would be added to the list of children who lost their lives to violence.

Mayor Halliday called for a recess at 8:45 p.m., and resumed the meeting at 8:51 p.m.

CONSENT

1. Minutes of the Special City Council Meeting on March 14, 2017 **MIN 17-041**
It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried unanimously, to approve the minutes of the Special City Council meeting on March 14, 2017.
2. Minutes of the City Council Meeting on March 21, 2017 **MIN 17-042**
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 March 21, 2017.
3. Mission Boulevard Corridor Improvements Phase 3 Project - Authorization for the City Manager to Execute a Professional Services Agreement for Final Design **CONS 17-127**

Staff report submitted by Public Works Director Fakhrai, dated April 11, 2017, was filed.

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried unanimously, to adopt the following:

Resolution 17-033, "Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Mark Thomas and Company for Professional Services for the Mission Boulevard Corridor Improvements Project – Phase 3 Design Services"

4. Resignation of Mr. Robert Leppert from the Community Services Commission **CONS 17-145**

Staff report submitted by City Clerk Lens, dated April 11, 2017, was filed.

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried unanimously, to adopt the following:

Resolution 17-034, “Resolution Accepting the Resignation of Robert Leppert from the Community Services Commission”

5. Filing Nuisance Abatement/Municipal Code Liens with the County Recorder’s Office for Non-Abatable Code Violations **CONS 17-146**

Staff report submitted by Development Services Director Rizk, dated April 11, 2017, was filed.

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried unanimously, to adopt the following:

Resolution 17-035, “Resolution Confirming the Report and Non – Abatable Code Violations and Penalties Liens List Associated with the Code Enforcement Division and Community Preservation/Rental Housing Programs”

6. Approval of Final Map Tract 8266 (Amaral), associated with the previously approved Vesting Tentative Tract Map and proposed development of 42 single-family homes on a 3.2-acre site located at 81 Fagundes Court, (APNs 443-0080-027-01, 443-0080-027-02, 443-0085-009-03); KB Home (Applicant/Owner) **CONS 17-149**

Staff report submitted by Development Services Director Rizk, dated April 11, 2017, was filed.

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried unanimously, to adopt the following:

Resolution 17-036, “Resolution Approving Final Map for Tract 8266 and Authorizing the City Manager to Execute a Subdivision Agreement”

7. Adoption of a Resolution Authorizing the City Manager to Execute an Agreement with RRM Design Group to Prepare a Comprehensive Update to the City’s Industrial District Regulations and Related Environmental Analysis for an Amount Not to Exceed \$225,000 **CONS 17-159**

Staff report submitted by Development Services Director Rizk, dated April 11, 2017, was filed.



**MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF THE
CITY OF HAYWARD
Council Chambers
777 B Street, Hayward, CA 94541
Tuesday, April 11, 2017, 7:00 p.m.**

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried unanimously, to adopt the following:

Resolution 17-037, “Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with RRM Design Group for Preparation of a Comprehensive Update of the City’s Industrial Zoning Regulations for an Amount Not to Exceed \$225,000”

There was City Council consensus to move Item No. 10 before Work Session Item No. 8.

WORK SESSION

8. Tennyson Corridor Strategic Initiative - Vision and Concept (Report from City Manager McAdoo) **WS 17-012**

Staff report submitted by Library and Community Services Director Reinhart, dated April 11, 2017, was filed.

City Manager McAdoo announced the report and introduced Library and Community Services Director Reinhart who provided a synopsis of the report.

Mayor Halliday opened the public comments section at 9:19 p.m.

Ms. Rosa Enciso, Hayward resident, via a Spanish-English interpreter, spoke about his son who was killed while biking through the I-880/Tennyson Road interchange, and urged the City to make onramps and exits safer for pedestrians and bicyclists.

Ms. Angela Andrews, Hayward resident, offered three suggestions for the Tennyson Corridor: 1) increase safety measures for pedestrians, bicyclists, and drivers at the I-880 freeway exit; 2) more public art and rebranding to reduce blight and foster community pride; and 3) more economic development that caters to residents who want more healthy food options, entertainment, and activities.

Ms. Susie Hufstader, Bike East Bay community organizer, recommended that the boundaries of the Tennyson Corridor extend beyond the I-880 freeway, and asked the Council to take an advocacy role in reaching out to Caltrans and other agencies regarding improving safety at on and off ramps.

Bishop JW Macklin expressed that Glad Tidings Church was interested in collaborating with the City to improve South Hayward, and shared he was working on a health initiative for the neighborhood.

Mayor Halliday closed the public comments section at 9:32 p.m.

Discussion ensued among Council Members and City staff regarding the vision for the Tennyson Corridor Strategic Initiative.

Council Members noted that the Tennyson Corridor geographic area could extend from Industrial Boulevard to Mission Boulevard, and others thought it could extend from Mt. Eden Park to La Vista Park.

Council Members were in general agreement with the catalyst or opportunity sites identified in the staff report as part of the Tennyson Corridor Strategic Initiative. The following were identified as additional opportunity sites: the Leidig Court commercial property; commercial properties between Tennyson Road and Tennyson Park; areas adjacent to the west and east sides of the I-880/Tennyson Road interchange; and Eden Youth and Family Center.

The Council was in general agreement to have a Concept Plan that incorporates all elements that create Complete Communities and Complete Streets, and build on projects that are underway.

Council Members provided the following suggestions for key considerations and outcomes the Council wants to prioritize in the development of the Tennyson Corridor Strategic Initiative: beautify the “Tennyson Corridor” by adding landscaping, incorporating public art such as a Cesar Chavez mural, adding underground utilities, adding green poles, and adding green lanes; create a place for families with younger kids at La Vista Park and Tennyson Park; prioritize the safety of the I-880/Tennyson Road interchange and railroad tracks behind Tennyson High School; encourage further economic development of businesses needed in the area such as banking institutions, coffee shops, and bike stores; bring longtime proven local organizations to enhance and strengthen the corridor; form a task force similar to the Downtown Specific Plan Task Force comprised of longtime residents, new comers, and stakeholder representatives; consider renaming Leidig Court to Cesar Chavez Court; review future land uses and strike through uses for liquor stores, tobacco shops, and check cashing services; seek state funding opportunities; and utilize the Hayward Empathy Action Response Team (HEART) to reach out to the community and implement the initiative.

PUBLIC HEARING

9. Adoption of a Resolution of Intention to Introduce an Ordinance Approving an Amendment to the Contract between the City of Hayward and the California Public Employees Retirement System (PERS) for Miscellaneous Members in HAME, Local 21, and the Unpresented Employee Group (Report from Human Resources Director Collins)
PH 17-019



**MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF THE
CITY OF HAYWARD
Council Chambers
777 B Street, Hayward, CA 94541
Tuesday, April 11, 2017, 7:00 p.m.**

Staff report submitted by Human Resources Director Collins, dated April 11, 2017, was filed.

Human Resources Director Collins provided a synopsis of the report.

There being no public comments, Mayor Halliday opened and closed the public hearing at 10:27 p.m.

It was moved by Council Member Márquez, seconded by Council Member Peixoto, and carried unanimously, to adopt the following:

Resolution 17-039, "Resolution Authorizing Intention to Approve an Amendment to Contract Between the Board of Administration, California Public Employees Retirement System and the City of Hayward"

Introduction of Ordinance 17-_, "An Ordinance Authorizing the Amendment of the Contract between the City of Hayward and the Board of Administration of the California Public Employees' Retirement System"

LEGISLATIVE BUSINESS

10. Approval of a Resolution in Support of Measure A, Hayward Unified School District's Special Parcel Tax Measure (Report from City Manager McAdoo) **LB 17-014**

Staff report submitted by Management Analyst Stefanski, dated April 11, 2017, was filed.

City Manager McAdoo provided a synopsis of the report.

In response to Council Member Márquez' inquiry, City Manager McAdoo responded that all seniors 65 years and older qualify to be exempt from the parcel tax, and the proposed parcel tax included commercial properties.

Mayor Halliday opened the public hearing at 8:56 p.m.

Hayward Unified School District (HUSD) Interim Superintendent Dr. Matt Wayne spoke about the May 2, 2017 HUSD special parcel tax measure to support education programs.

In response to Council Member Salinas' inquiry, Dr. Wayne noted he would find out how many seniors took advantage of the one-time senior exemption.

HUSD Board Member Brunner thanked Mayor Halliday for agreeing to co-chair a committee in support of the HUSD Measure A.

In response to Council Member Marquez' inquiry, Dr. Wayne noted that Oversight Committee members are selected based on guidelines that are then presented to the campaign committee for review.

Mayor Halliday closed the public hearing at 9:01 p.m.

Council Member Mendall offered a motion per staff recommendation and Council Member Salinas seconded the motion.

It was moved by Council Member Mendall, seconded by Council Member Salinas, and carried unanimously, to adopt the following:

Resolution 17-038, "Resolution in Support of Measure A,
Hayward Unified School District's Special Parcel Tax Measure"

CITY MANAGER'S COMMENTS

City Manager McAdoo commended the Utilities and Environmental Services and Maintenance Services departments for hosting the Spring Compost Giveaway event on April 1, 2017.

COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS

Council Member Lamnin recognized her intern, Norma Hernandez, for volunteering and helping at City Hall.

Council Member Márquez made two announcements: 1) the Keep Hayward Clean and Green Task Force's Bay Friendly Landscape project on April 15, 2017, at City Hall; and 2) the Hayward Area Historical Society's 16th History Awards event on April 22, 2017.

Mayor Halliday congratulated the Police Department for earning reaccreditation by the Commission on Accreditation of Law Enforcement Agencies (CALEA); and congratulated Tyrell Elementary School for being runner-up in the Alameda County Transportation Commission's Golden Sneaker contest.

ADJOURNMENT

Mayor Halliday adjourned the meeting in memory of Otilia G. "Tillie" Sanchez at 10:34 p.m.

Ms. Otilia G. "Tillie" Sanchez was 95 years old; longtime resident of Hayward; active in the parent-teacher association (PTA) at her children's schools and after her children were out of school; volunteered at the local TV station, Channel 3; served as election precinct inspector during elections; ushered at the Little Theater; conducted vision screenings of preschool



**MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF THE
CITY OF HAYWARD
Council Chambers
777 B Street, Hayward, CA 94541
Tuesday, April 11, 2017, 7:00 p.m.**

children for Prevent Blindness Northern California; and was involved with scholarships for local high school students. Mayor Halliday asked staff to work with the Sanchez family and find a suitable place to plant a tree in memory of Otilia Sanchez.

APPROVED:

Barbara Halliday
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 17-065

DATE: May 2, 2017

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Minutes of the City Council Meeting on April 18, 2017

RECOMMENDATION

That the City Council approves the minutes of the City Council meeting on April 18, 2017.

ATTACHMENTS

Attachment I Draft Minutes of April 18, 2017



MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD
Council Chambers
777 B Street, Hayward, CA 94541
Tuesday, April 18, 2017, 7:00 p.m.

The City Council meeting was called to order by Mayor Halliday at 7:00 p.m., followed by the Pledge of Allegiance led by Council Member Mendall.

ROLL CALL

Present: COUNCIL MEMBERS Zermeño, Márquez, Mendall, Peixoto, Lamnin, Salinas
MAYOR Halliday
Absent: None

PRESENTATION

Mayor Halliday announced the 34th Annual Earth Day Poster and Writing Contest Awards presentation. It was noted that 339 entries were received from students representing 15 Hayward schools, and members of the Hayward Arts Council judged the entries. Council Member Mendall, who serves as the chair of the Council Sustainability Committee, announced the twenty Poster and Writing Contest winners who were recognized with gift certificates. Students who participated, teachers who encouraged their students, and businesses and community organizations that provided financial contributions, were also recognized.

PUBLIC COMMENTS

Ms. Irazema Guerrero, Hayward teacher, spoke on behalf of her students and their families advocating for Hayward to become a sanctuary city. Ms. Guerrero submitted letters from students for the record.

Ms. Wynn Grich, Hayward resident, spoke about studies that correlate with causes of cancer such as breast cancer.

Mr. Jim Drake, Hayward resident, spoke about two items: the Brown Act; and requested that bicycle lanes be designated on Mission Boulevard and Foothill Boulevard.

Mr. Kim Huggett, Hayward Chamber of Commerce President, highlighted events that help stimulate the economy: Biomedical Emergence in the East Bay workshop on March 30, 2017, at Hayward City Hall; What Every Restaurant Needs to Know in 2017 workshop on May 8, 2017, at Hayward City Hall; and an international trade luncheon with China Commercial Counselor Yihang Yang on May 18, 2017, at the Golden Peacock Banquet Hall.

Mr. Charlie Peters, CAPP representative, shared an article from the Sacramento Bee entitled "Assembly Democrat stripped of committee chairmanship after voting against gas tax increase."

Ms. Kimberlee Burks, South Hayward Parish Winter Warming Shelter coordinator, thanked the City for its second year of support, and noted the shelter's accomplishments registering 99 individuals and providing 830 bed nights.

Consent Item No. 1 was pulled for separate action.

CONSENT

1. Downtown Streets Team Expansion of Services CONS 17-189

Staff report submitted by Economic Development Manager Hinkle, dated April 18, 2017, was filed.

Ms. Julia Lang, Downtown Streets Team representative, thanked the City for considering the contract expansion.

It was moved by Council Member Zermeño, seconded by Council Members Mendall and Márquez, and carried unanimously, to adopt the following:

Resolution 17-041, "Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with the Hayward Downtown Streets Team to Expand Their Services to Provide an Additional Day of Downtown Beautification Service and Sorting Assistance at City-Sponsored Events"

2. Resignation of Mr. Gustavo from the Downtown Hayward Business Improvement Area (DBIA) Advisory Board CONS 17-193

Staff report submitted by City Clerk Lens, dated April 18, 2017, was filed.

It was moved by Council Member Márquez, seconded by Council Member Mendall, and carried unanimously, to adopt the following:

Resolution 17-040, "Resolution Accepting the Resignation of Gustavo Barrios from the Downtown Hayward Business Improvement Area (DBIA) Advisory Board"

WORK SESSION

3. Fiscal Year 2017-18 Community Agency Funding Recommendations (Report from Director of Library and Community Services Reinhart) WS 17-011

Staff report submitted by Library & Community Services Reinhart, dated April 18, 2017, was filed.



MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD
Council Chambers
777 B Street, Hayward, CA 94541
Tuesday, April 18, 2017, 7:00 p.m.

Director of Library and Community Services Reinhart provided a synopsis of the report, and Community Services Manager Bailey summarized the applications and their funding recommendations.

Mayor Halliday opened the public comments section at 8:19 p.m.

Ms. Julia Lang, Downtown Streets Team representative, thanked the Community Services Commission (CSC) for the funding recommendation geared toward the Downtown Streets Team's Homeless Employment Program.

Ms. Kimberlee Burks, Homeless Employment Program graduate, spoke favorably of the program noting she was now working for Community Resources for Independent Living (CRIL).

Mr. Austin Burks, Homeless Employment Program student, noted he would be graduating from the program and thanked the City for the Downtown Streets Team.

Ms. Denise Del Rio, spoke in favor of the Downtown Streets Team for all the assistance offered by the program.

Ms. Arzo Mehdavi, CSC member, noted she served as the chair of the Infrastructure, Jobs & Economic Development Committee reviewing applications and added that the committee and the CSC reached unanimous decision on the recommendations.

Mayor Halliday closed the public comments section at 8:26 p.m.

Discussion ensued among Council Members and City staff regarding the following: community agency funding process; full cost of the City's Literacy program; Council's priorities and funding recommendations; Community Development Block Grant (CDBG) funding recommendations geared toward St. Rose Hospital Foundation and Community Child Care Council (4-C's); the Family Violence Law Center; the Centro Legal de la Raza; timely execution of contracts between the City and agencies receiving funding; the federal government's new policy and possible negative impact to the CDBG program; interagency collaboration; the Hayward Municipal Band; and the joint work session of the City Council and a committee of the Community Services Commission on May 23, 2017.

The City Council was in general agreement with the funding recommendations proposed by the Community Services Commission through the Application Review Committees (ARCs) and commended their dedication. It was noted that Council Member Márquez serves as the Council liaison to the CSC.

Council Members offered the following recommendations in preparation for the public hearing on May 2, 2017 and the joint work session on May 23, 2017: examine if funding recommendations are consistent with the Council's priorities; provide more information that includes the agencies' funded programs, their prior funding and FY18 recommended funding, and program impact per person; after reconciliation of the FY 2017 biennial review of funds is completed, present recommendations to Council that earmark unspent or underspent CDBG funds toward the homelessness and hunger priorities, children's programs, agencies that were not recommended for funding during this cycle, or present options; maximize and leverage the fifteen percent of CDBG funding for services to Hayward's low income residents; ensure that next year the CSC places more effort funding housing and homelessness programs and programs that deliver to children when school is not in session; provide historical reference for the \$450,000 allocation toward social services; include information about the A-1 Affordable Housing Bond funds; and ensure that the committee of the Community Services Commission is ready to discuss funding recommendation at the joint work session with the City Council.

PUBLIC HEARING

4. FY 2018 Master Fee Schedule/Fine and Bail Schedule (Item continued to May 2, 2017)

The item was continued to May 2, 2017.

CITY MANAGER'S COMMENTS

City Manager McAdoo reported on three items: 1) the Finance Department received a Certificate of Achievement for Excellence in Financial Reporting Program (CAFR Program) from the Government Finance Officers Association; 2) the Keep Hayward Clean and Green Task Force and Maintenance Services Department in partnership with local students and community members participated in a Hayward Garden in a Day Lawn Transformation project on April 15, 2017 outside City Hall; and 3) a sustainable edible workshop hosted by Utilities and Environmental Services Department and the Bay Area Water Supply and Conservation Agency on April 1, 2017 at City Hall.

COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS

Council Member Zermeño suggested that the Council consider directing staff to provide options for designating a City tree in recognition of April 28, 2017 National Arbor Day.

Council Member Salinas recognized students and volunteers who helped the Kid's Breakfast Club provide free breakfasts and activities from April 10 to 13, 2017, at Burbank Elementary School.

Council Member Márquez acknowledged the Police Department for Nixle alerts and encouraged all to sign up to receive alerts. Ms. Márquez also acknowledged the work done by the Keep Hayward Clean and Green Task Force and all partners at the April 15, 2017 event.



MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD
Council Chambers
777 B Street, Hayward, CA 94541
Tuesday, April 18, 2017, 7:00 p.m.

Council Member Lamnin reminded everyone that the expanded reusable bag ordinance for Alameda County goes into effect on May 1, 2017 for retail stores and November 1, 2017 for restaurants.

Council Member Mendall made two announcements: 1) the Keep Hayward Clean and Green clean-up and beautification event on April 22, 2017 at the Hayward Community Gardens; and 2) the March for Science and Earth Day rally on April 22, 2017 at the Hayward Shoreline Interpretive Center.

Mayor Halliday wished everyone a happy Earth Day week.

ADJOURNMENT

Mayor Halliday adjourned the meeting at 9:27p.m., in memory of Reverend John Thomas. Reverend Thomas was the pastor at Christ Center Baptist Church; was the bereavement pastor at Palma Ceia Baptist Church; was involved with the South County National Association for the Advancement of Colored People (NAACP); and supported his wife who was a long-standing member of Hayward's Adult Literacy Plus Program. Mayor Halliday asked staff to work with the Thomas family to find a suitable place to plant a tree in memory of Reverend John Thomas.

APPROVED:

Barbara Halliday
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 17-183

DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT

FY 2017 & FY 2018 Pavement Rehabilitation Project - Approval of Plans and Specifications & Call for Bids

RECOMMENDATION

That Council adopts the attached resolution (Attachment II) and approves the plans and specifications for the FY 2017 & FY 2018 Pavement Rehabilitation Project, and calls for bids to be received on May 30, 2017.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Street List and Location Map



DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: FY 2017 & FY 2018 Pavement Rehabilitation Project - Approval of Plans and Specifications and Call for Bids

RECOMMENDATION

That Council adopts the attached resolution (Attachment II) and approves the plans and specifications for the FY 2017 & FY 2018 Pavement Rehabilitation Project, and calls for bids to be received on May 30, 2017.

BACKGROUND

This year's Pavement Rehabilitation Project calls for the rehabilitation of sixty-two city street sections. Please see Attachment III for the list of streets. The proposed improvements will repair failed pavement sections and improve street surfaces.

DISCUSSION

FY 2017 and FY 2018 funding from Measure B, Measure BB, Gas Tax, Vehicle Registration Fees, and from the Street System Improvements were combined to allow the City to engage in another large street pavement improvement program. Competitive construction bids for a larger project are anticipated, like those received for both FY 2016 Pavement Rehabilitation & Reconstruction and FY 2016 Pavement Preventive Maintenance projects. This will allow the City to maximize the number of streets to be rehabilitated.

The Pavement Rehabilitation & Reconstruction Program repairs severely deteriorated streets. This may involve one of three types of treatments: 1) standard overlay of the existing street pavement with new Hot Mix Asphalt surfacing; 2) Cold-In-Place Recycling (CIR), which involves removing the top layer of asphalt, mixing the removed aggregates with a recycling agent and other additives on-site, replacing this pavement material onto the same roadway, then applying a Hot Mix Asphalt overlay; or 3) Full Depth Reclamation (FDR), which consists of pulverizing and mixing distressed asphalt and underlying pavement materials with or without the addition of stabilizing agents, using the resulting material as a base for the renewed pavement structure, and adding a new Hot Mix Asphalt cap.

Over recent years and consistent with Council's direction to use environmentally friendly products and reduce the City's carbon footprint, Engineering staff have modified design standards for pavement construction. These methods have also proven to reduce cost and time. The pavement methods described above all involve the reuse of the existing pavement materials. In addition to the cost savings from not exporting the old asphalt concrete material, the reduced number of truck trips to a recycling center and asphalt plant also reduces the City's carbon footprint.

The streets were selected based on staff's analysis of the Pavement Condition Indices (PCI) identified through the City's computerized Pavement Management Program (PMP), field examination, and the functional classification of each street. This project will cover forty lane-miles of streets. Overall, the City is responsible for the maintenance of 657 lane-miles of roadway.

The number of streets included in the FY 2017 and FY 2018 program will address a few areas of the City's much needed streets repair, but will not significantly decrease the street maintenance backlog, which stood at over \$100 million in 2015 and is expected to grow based on the Pavement Management System Updated Report submitted to Metropolitan Transportation Commission (MTC).

This project is categorically exempt under Section 15301(c) of the California Environmental Quality Act Guidelines for the operation, repair, maintenance, or minor alteration of existing facilities.

Community Workforce Agreement

On November 15, 2016, City Council authorized the City Manager to execute a Community Workforce Agreement (CWA) with the Building and Construction Trades Council of Alameda County with an effective date of January 1, 2017 and a term of three years. Because the construction cost of this project will exceed one million dollars, it is subject to the CWA.

FISCAL IMPACT

The estimated project costs are as follows:

Construction Contract	\$	8,500,000
Construction Contingencies	\$	1,100,000
Design and Contract Administration	\$	250,000
Construction Inspection and Testing	\$	888,000
	\$	<u>10,738,000</u>

The recommended FY 2017 & FY 2018 Capital Improvement Program includes funding from various sources as follows:

<u>FUNDING</u>	<u>AMOUNT</u>
Measure B (Fund 215)	\$ 4,035,000
Measure BB (Fund 212)	\$ 3,975,000
Vehicle Registration Fee (Fund 218)	\$ 1,750,000
Street System Improvement (Fund 450)	\$ 978,000
	\$ 10,738,000

SUSTAINABILITY FEATURES

The City's Pavement Rehabilitation Project uses innovative, new processes that recycle asphalt materials on-site and minimize the need for exporting and replacing the deteriorated portion of the City's roadways. This reduces greenhouse gas emissions associated with exporting to a recycling center and asphalt plant.

All excess material generated during construction and demolition will be sent to designated facilities for recycling. Recycled Portland Cement Concrete is specified for use as aggregate base for any new concrete curb, gutter, ramps, and sidewalk. Improvements made to sidewalks will encourage the public to walk more as opposed to driving their vehicles. This reduces carbon emissions which benefits the environment.

PUBLIC CONTACT

Immediately after the construction contract is awarded, a preliminary notice explaining the project will be posted and distributed to all residents and businesses along the affected streets. After the construction work has been scheduled, signs on barricades will be posted seventy-two hours prior to commencement of work indicating the date and time of work for each street. Residents will be advised to park their vehicles on side streets outside of the work area during the period when the streets are being treated.

SCHEDULE

Open Bids	May 30, 2017
Award Contract	June 20, 2017
Begin Work	July 17, 2017
Complete Work	November 17, 2017

Prepared by: Kevin Briggs, Acting Assistant City Engineer

Recommended by: Morad Fakhrai, Director of Public Works

Approved by:

A handwritten signature in black ink, appearing to read 'Kelly McAdo', written in a cursive style.

Kelly McAdo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION No. 17-

Introduced by Council Member _____

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR THE FY 2017 & FY 2018 PAVEMENT REHABILITATION PROJECT, PROJECT NO. 05205 AND CALL FOR BIDS

WHEREAS, those certain plans and specifications for the FY 2017 & FY 2018 Pavement Rehabilitation Project, Project No. 05205, on file in the office of the City Clerk, are hereby adopted as the plans and specifications for the project; and

WHEREAS, the City Clerk is hereby directed to cause a notice calling for bids for the required work and material to be made in the form and manner provided by law; and

WHEREAS, sealed bids therefor will be received by the City Clerk's office at City Hall, 777 B Street, 4th Floor, Hayward, California 94541, up to the hour of 2:00 p.m. on Tuesday, May 30, 2017, and immediately thereafter publicly opened and declared by the City Clerk in the Public Works Conference Room, 4D, located on the 4th Floor of City Hall, Hayward, California.

NOW, THEREFORE, BE IT RESOLVED, that the City Council will consider a report on the bids at a regular meeting following the aforesaid opening and declaration of same.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the project is categorically exempt under section 15301(c) of the California Environmental Quality Act Guidelines for the operation, repair, maintenance, or minor alteration of existing facilities

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2017

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

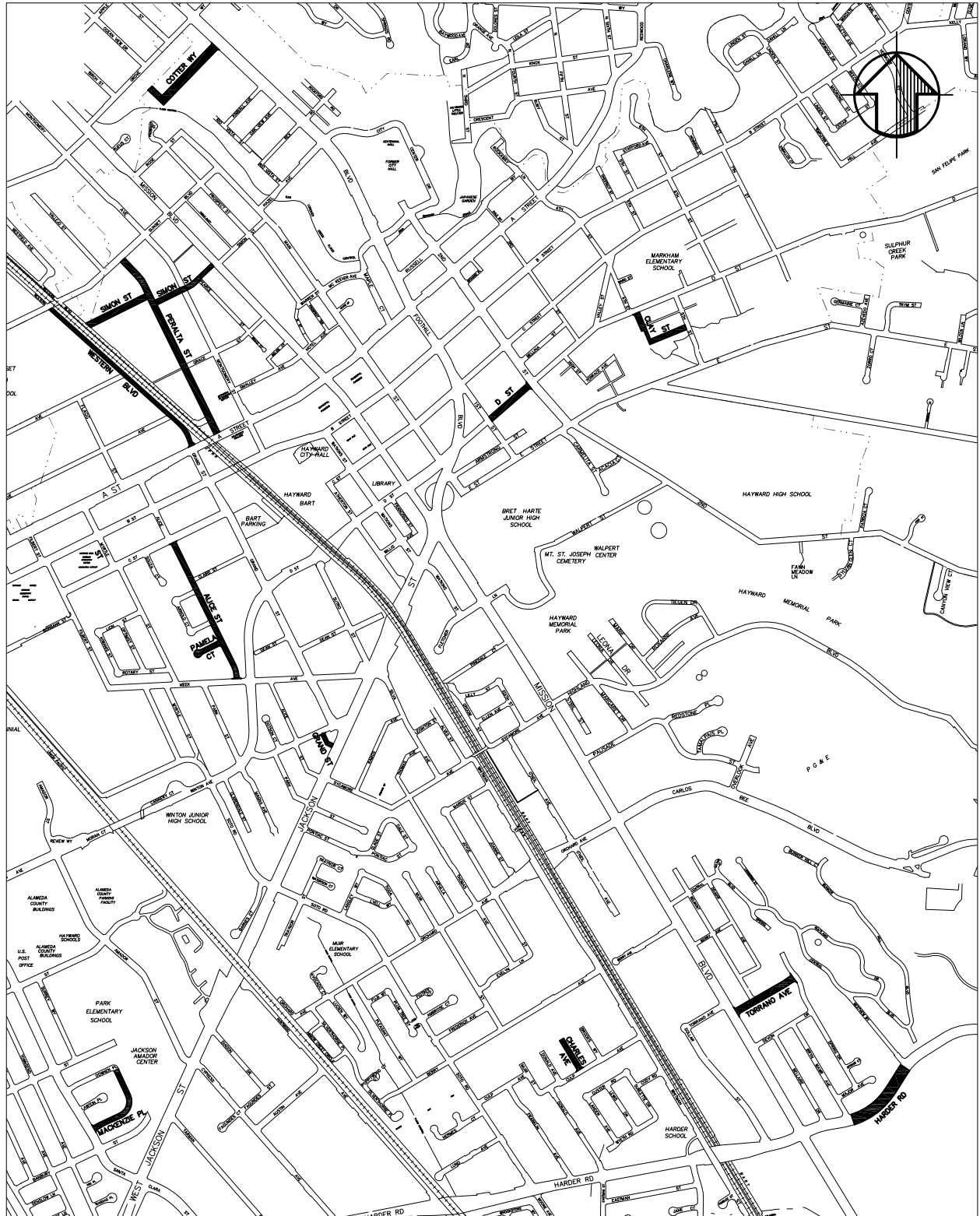
ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

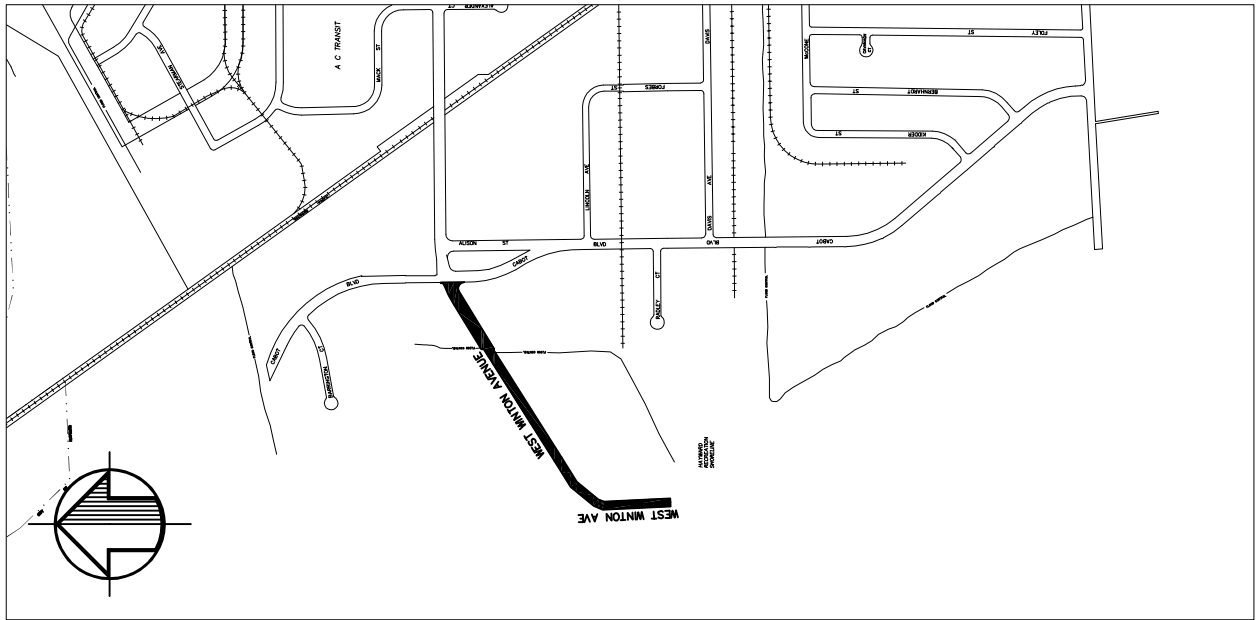
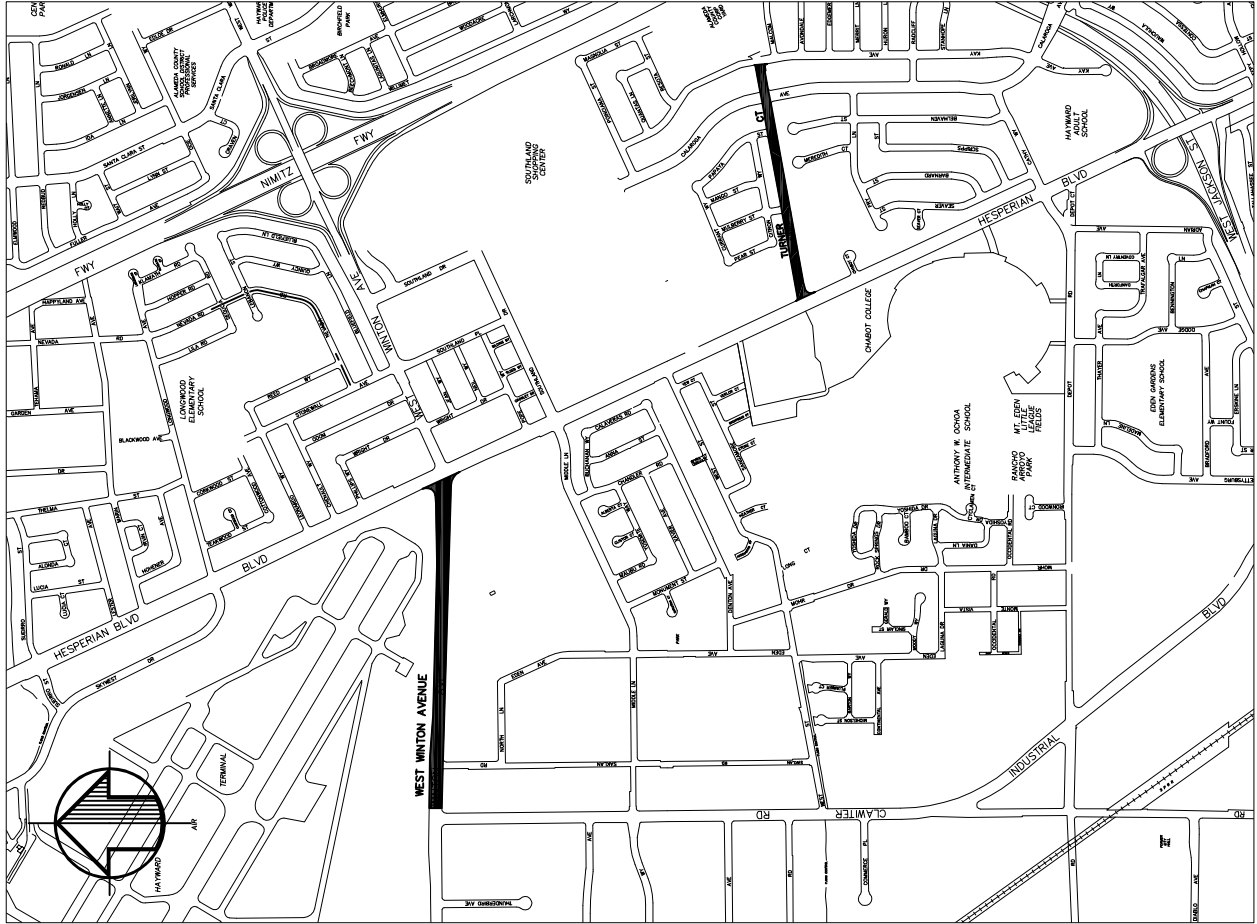
City Attorney of the City of Hayward

STREETS LIST FOR FY 2017 & FY 2018 PAVEMENT REHABILITATION

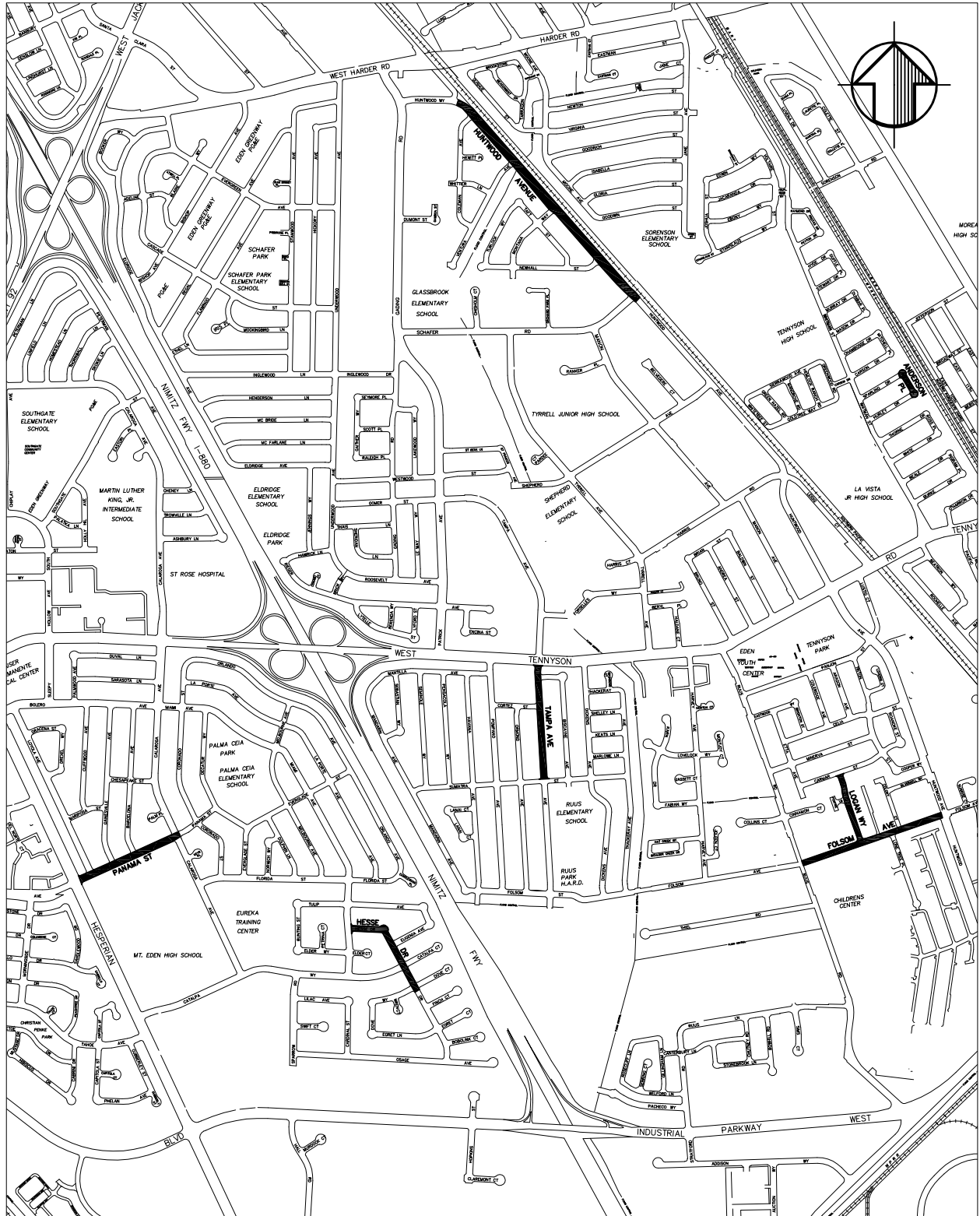
Item No.	Street Name	Begin Location	End Location
1	ALICE STREET	C STREET	MEEK AVENUE
2	ANDERSON PLACE	HURLEY DRIVE	SPARLING DRIVE
3	CALHOUN STREET - 1	MISSION BOULEVARD	E 16TH STREET
4	CALHOUN STREET - 2	E 16TH STREET	CUEVAS RANCH ROAD
5	CHARLES AVENUE	CULP AVENUE	END
6	CLAY STREET	D STREET	5TH STREET
7	COTTER WAY	COUNTY LINE	FOOTHILL BOULEVARD
8	D STREET	1ST STREET	2ND STREET
9	DUTCHESS LANE	BRAE BURN AVENUE	PRESTWICK AVENUE
10	FAIRWAY STREET	CARROLL AVENUE	BRAE BURN AVENUE
11	FALLBROOK DRIVE	SKYLINE DRIVE	PINWOOD DRIVE
12	FOLSOM AVENUE	RUUS ROAD	HUNTWOOD AVENUE
13	GRAND STREET	WINTON AVENUE	JACKSON STREET
14	HARDER ROAD	BRYN MAWR AVENUE	WESTVIEW WAY
15	HESSE DRIVE	MIAMI AVENUE	DOVE WAY
16	HUNTWOOD AVENUE	SCHAFFER ROAD	HUNTWOOD WAY
17	INDUSTRIAL PARKWAY WEST	RUUS ROAD	HUNTWOOD AVENUE
18	LOGAN WAY	CARMAR STREET	FOLSOM AVENUE
19	MACKENZIE PLACE	SANTA CLARA STREET	DOWNEN PLACE
20	MEADOWBROOK AVENUE - 1	GRESEL STREET	ROUSSEAU STREET
21	PACIFIC STREET	POLE #29604	SPANISH RANCH ii (S)
22	PAMELA COURT	CUL-DE-SAC	ALICE STREET
23	PANAMA STREET	HESPERIAN BOULEVARD	CALAROGA AVENUE
24	PERALTA STREET	A STREET	SUNSET BOULEVARD
25	RUUS ROAD	THIEL ROAD	INDUSTRIAL PARKWAY WEST
26	SAN CLEMENTE STREET	ZEPHYR AVENUE	SAN ANTONIO STREET
27	SIMON STREET - 1	WESTERN BOULEVARD	PERALTA STREET
28	SIMON STREET - 2	PERALTA STREET	MISSION BOULEVARD
29	TAMPA AVENUE - 2	SUMATRA STREET	TENNYSON ROAD
30	TORRANO AVENUE	MISSION BOULEVARD	SPRING DRIVE
31	TURNER COURT	HESPERIAN BOULEVARD	KAY AVENUE
32	W WINTON AVENUE - 1	REGIONAL SHORELINE GATE	2803 / BEAVIX
33	W WINTON AVENUE - 2	CLAWITER ROAD	HESPERIAN BOULEVARD
34	W WINTON AVENUE - 3	2803 / BEAVIX	CABOT BOULEVARD
35	WESTERN BOULEVARD	A STREET	SUNSET BOULEVARD



FY2017-18 PAVEMENT REHABILITATION PROJECT
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245



FY2017-18 PAVEMENT REHABILITATION PROJECT
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245



FY2017-18 PAVEMENT REHABILITATION PROJECT
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245



FY2017-18 PAVEMENT REHABILITATION PROJECT
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245



FY2017-18 PAVEMENT REHABILITATION PROJECT
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245



CITY OF HAYWARD

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

File #: CONS 17-184

DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT

FY 2017 & FY 2018 Pavement Preventive Maintenance & Resurfacing Project - Approval of Plans and Specifications & Call for Bids

RECOMMENDATION

That Council adopts the attached resolution (Attachment II) approving the plans and specifications for the FY 2017 & FY 2018 Pavement Preventive Maintenance & Resurfacing project, calling for bids to be received on May 23, 2017.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	List and Map of Streets



DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT FY 2017 & FY 2018 Pavement Preventive Maintenance & Resurfacing Project:
Approval of Plans and Specifications and Call for Bids

RECOMMENDATION

That Council adopts the attached resolution (Attachment II) approving the plans and specifications for the FY 2017 & FY 2018 Pavement Preventive Maintenance & Resurfacing project, calling for bids to be received on May 23, 2017.

BACKGROUND

The City's Pavement Preventive Maintenance and Resurfacing Program has determined that the application of micro-surfacing is a better alternative to slurry seal treatment when protecting, preserving, and extending the pavement life of City streets in fair condition with low to moderate distress and narrow cracks.

Micro-Surfacing is like Slurry Seal, but with a polymer added for longer wear and better resistance to traffic, less cracking, and a much quicker set time that does not rely on the sun or heat for evaporation to occur. This allows the street to be returned to traffic use much sooner. Pavement Preventive Maintenance rejuvenates asphalt pavement, prevents water from infiltrating the pavement structure, protects the pavement system, and slows the rate of deterioration.

Pavement Preventive Maintenance treatment is typically applied every five to seven years after a street has received a new surface treatment and before the street begins to deteriorate to the point where more costly rehabilitation or reconstruction work will be needed.

DISCUSSION

The FY 2016 Pavement Rehabilitation Program provided funds for the City's Pavement Preventive Maintenance and Resurfacing Program. A total of 218 street sections were treated during that project. Due to the extensive number of streets included in the FY 2016 Program, the selection of streets, design, and estimate for FY 2017 was postponed to the latter part of FY 2017. Now, with an expectation that the City will obtain better bids with a

larger project, staff has prepared the plans, specifications, and estimates combining the FY 2017 & FY 2018 funding.

The selection of streets for this year’s Preventive Maintenance Project is based on staff’s analysis of the Pavement Condition Indices (PCI) identified through the City’s computerized Pavement Management Program (PMP), field examination, and the functional classification of each street. This project will cover ten lane-miles of city streets. Overall, the City is responsible for the maintenance of 657 lane-miles of roadway.

This project is categorically exempt under Section 15301(c) of the California Environmental Quality Act Guidelines for the operation, repair, maintenance, or minor alteration of existing facilities.

Community Workforce Agreement

On November 15, 2016, City Council authorized the City Manager to execute a Community Workforce Agreement (CWA) with the Building and Construction Trades Council of Alameda County with an effective date of January 1, 2017 and a term of three years. Because the construction cost of this project will exceed one million dollars, it is subject to the CWA.

FISCAL IMPACT

The estimated project costs are as follows:

Construction Contract	\$	2,100,000
Construction Contingencies	\$	200,000
Design and Contract Administration	\$	100,000
Construction Inspection and Testing	\$	240,000
	\$	<u>2,640,000</u>

The recommended FY 2017 Capital Improvement Program includes funding for the project are as follows:

<u>FUNDING</u>		<u>AMOUNT</u>
Measure B (Fund 215)	\$	490,000
Gas Tax (Fund 210)	\$	<u>2,150,000</u>
	\$	<u>2,640,000</u>

SUSTAINABILITY FEATURES

The City’s Street Preventative Maintenance (PM) & Resurfacing Program prolongs the useful life of streets in relatively good condition before they degrade to a point where they need more costly rehabilitation or reconstruction. This timely maintenance eliminates the need for removing, recycling, and replacing deep sections of asphalt and reduces greenhouse gas emissions associated with asphalt paving rehabilitation or reconstruction.

All material generated during construction and demolition will be sent to designated facilities for recycling. Recycled Portland Cement Concrete is specified for use as aggregate base for any new concrete curb, gutter, ramps and sidewalk. Improvements made to sidewalks will encourage the public to walk more as opposed to driving their vehicles. This reduces carbon emissions which benefits our environment.

PUBLIC CONTACT

Staff has undertaken careful planning of the work to prevent traffic congestion and limit inconvenience to businesses, residents, and visitors. This will be done through close coordination with other contractors working on pavement rehabilitation. Paving work will be planned to minimize interruptions to local traffic and parking, and to keep side streets open when working on a given street to allow residents to park on streets that are not too far from their homes.

Immediately after the construction contract is awarded, a preliminary notice explaining the project will be posted and distributed to all residents and businesses along affected streets. Signs on barricades will be posted seventy-two hours prior to commencement of work, indicating the date and time of work for each street. The notice will explain the necessity for allowing the micro-surfacing coats to dry (for approximately one hour) before the streets can be reopened to traffic. Residents will be advised to park their vehicles on side streets outside of the work area during the period when the streets are being treated.

SCHEDULE

Open Bids	May 30, 2017
Award Contract	June 20, 2017
Begin Work	July 24, 2017
Complete Work	October 18, 2017

Prepared by: Kevin Briggs, Acting Assistant City Engineer

Recommended by: Morad Fakhrai, Director of Public Works

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 17-

Introduced by Council Member _____

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR THE FY 2017 & FY 2018 PAVEMENT PREVENTIVE MAINTENANCE & RESURFACING PROJECT, PROJECT NOS. 05205, 05207, 05208, 05210, 05212, 05214, 05215, 05245 & 05266 AND CALL FOR BIDS

WHEREAS, those certain plans and specifications for the FY 2017 & FY 2018 Pavement Preventive Maintenance & Resurfacing Project, Project Nos. 05205, 05207, 05209, 05210, 05212, 05214, 05215, 05245 & 05266, on file in the office of the City Clerk, are hereby adopted as the plans and specifications for the project; and

WHEREAS, the City Clerk is hereby directed to cause a notice calling for bids for the required work and material to be made in the form and manner provided by law; and

WHEREAS, sealed bids therefore will be received by the City Clerk's office at City Hall, 777 B Street, 4th Floor, Hayward, California 94541, up to the hour of 2:00 p.m. on Tuesday, May 23, 2017, and immediately thereafter publicly opened and declared by the City Clerk in the Public Works Conference Room, 4D, located on the 4th Floor of City Hall, Hayward, California. The project plan holders registered with the City will be notified of any change in this schedule.

NOW, THEREFORE, BE IT RESOLVED, that the City Council will consider a report on the bids at a regular meeting following the aforesaid opening and declaration of same.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the project is categorically exempt under section 15301(c) of the California Environmental Quality Act Guidelines for the operation, repair, maintenance, or minor alteration of existing facilities.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2017

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

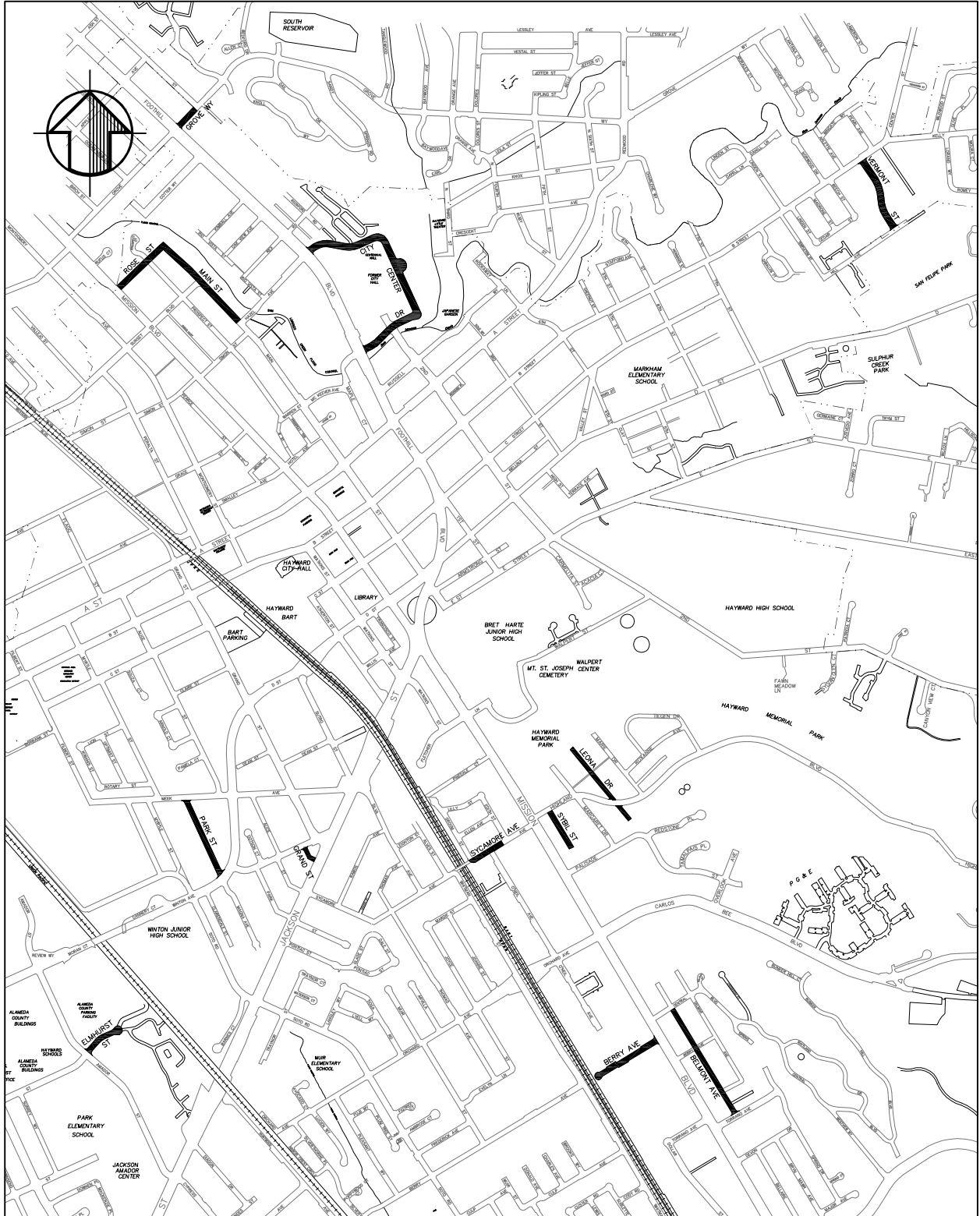
ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

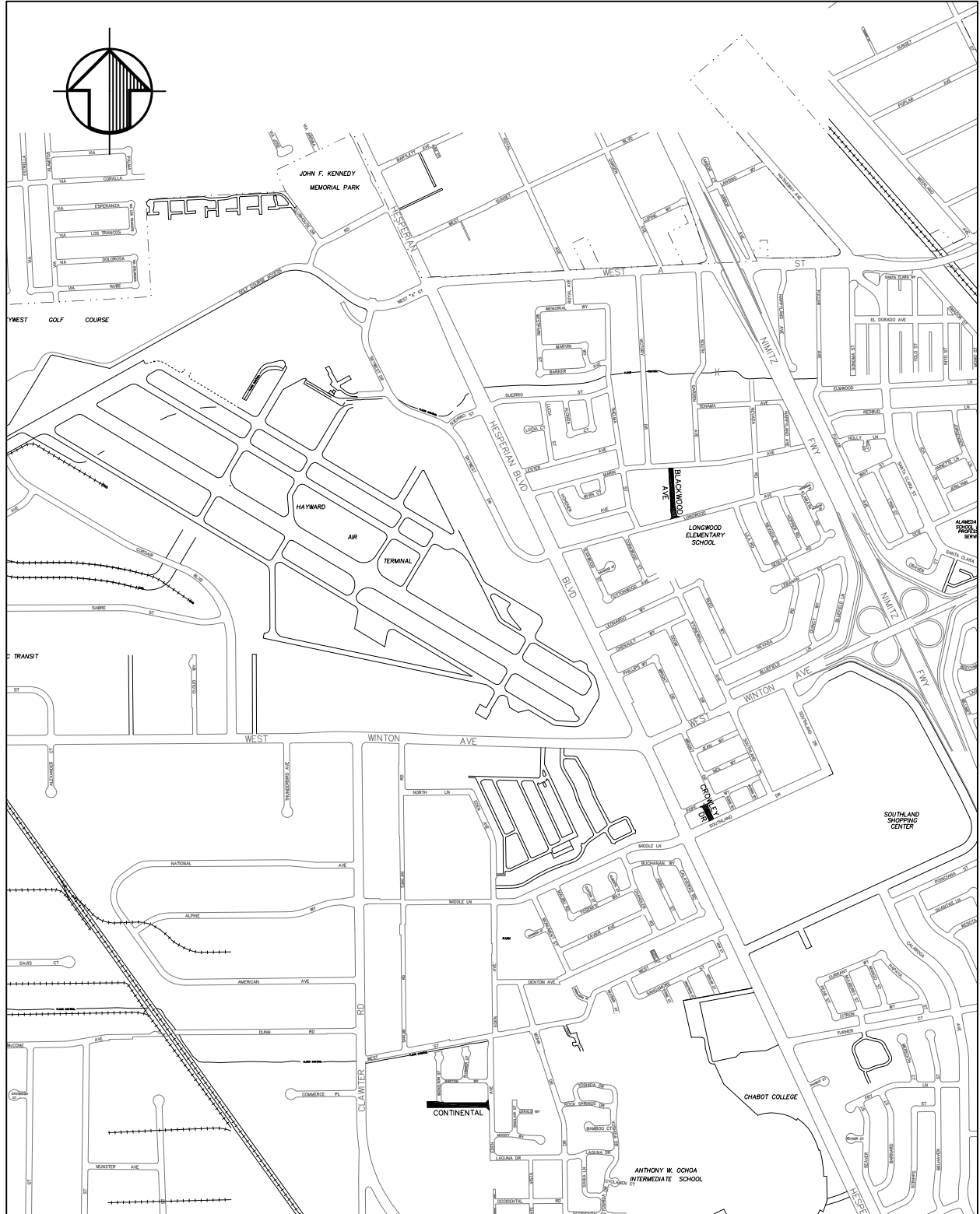
City Attorney of the City of Hayward

STREETS LIST FOR FY 2017 & 2018 PAVEMENT PREVENTIVE MAINTENANCE

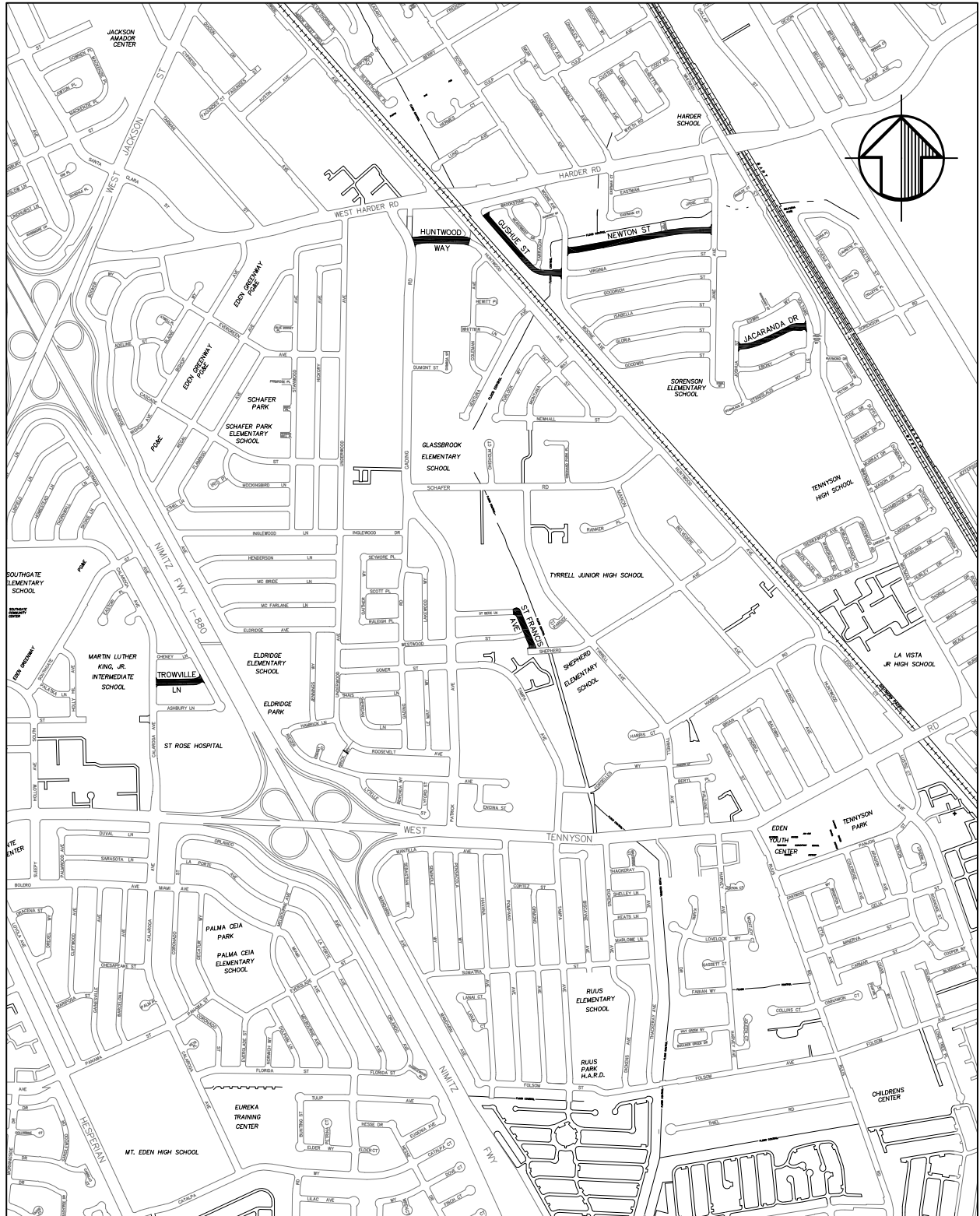
Item No.	Street Name	Begin Location	End Location
1	ALQUIRE PARKWAY	MISSION BOULEVARD	VANDERBILT STREET
2	BELMONT AVENUE	TORRANO AVENUE	CENTRAL AVENUE
3	BERRY AVENUE	MISSION BOULEVARD	END
4	BLACKWOOD AVENUE	MARIN AVENUE	LONGWOOD AVENUE
5	BRIDGECREEK WAY	BRIDGEWATER ROAD	BRIDGEVIEW WAY
6	BRIDGEHEAD LANE	ARROWHEAD WAY	BRIDGEVIEW WAY
7	BRIDGEWATER ROAD	BRIDGEHEAD LANE	BRIDGEVIEW WAY
8	CITY CENTER DRIVE	FOOTHILL BOULEVARD	FOOTHILL BOULEVARD
9	CONTINENTAL AVENUE	EDEN AVENUE	END
10	CROWELY DRIVE	DEAD END	POPE WAY
11	ELMHURST STREET	AMADOR STREET	CUL DE SAC
12	GARIN AVENUE	MISSION BOULEVARD	127' EAST OF LARRABEE STREET
13	GENEVA AVENUE	CARROLL AVENUE	PAYNE STREET
14	GROVE WAY	FOOTHILL BOULEVARD	OAK STREET
15	GUSHUE STREET	BROOKSTONE WAY	MOCINE AVENUE
16	HESPERIAN BOULEVARD	INDUSTRIAL PARKWAY WEST	CITY LIMITS SIGN
17	HUNTWOOD WAY	HUNTWOOD AVENUE	GADING ROAD
18	JACARANDA WAY	JOSHUA STREET	VOLTAIRE STREET
19	LEONA DRIVE	NORTH END	SOUTH END
20	MAIN STREET	HAZEL AVENUE	ROSE STREET
21	MAY COURT	ROCHELLE AVENUE	COLE PLACE
22	NEWTON STREET	MOCINE AVENUE	JANE AVENUE
23	PARK STREET	MEEK AVENUE	WINTON AVENUE
24	PORTSMOUTH AVENUE	SLEEPY HOLLOW AVENUE	W TENNYSON ROAD
25	ROSE STREET	MISSION BOULEVARD	MAIN STREET
26	ST. FRANCIS AVENUE	SHEPHERD AVENUE	ST. BEDE LANE
27	SYBIL AVENUE	BARRICADE	HIGHLAND BOULEVARD
28	SYCAMORE AVENUE	EDITH STREET	GROOM STREET
29	TROWVILLE LANE	CALAROGA AVENUE	PETERMEN AVENUE
30	VERMONT STREET	HILL AVENUE	B STREET
31	WELFORD LANE	STRATFORD ROAD	ROSECLIFF LANE



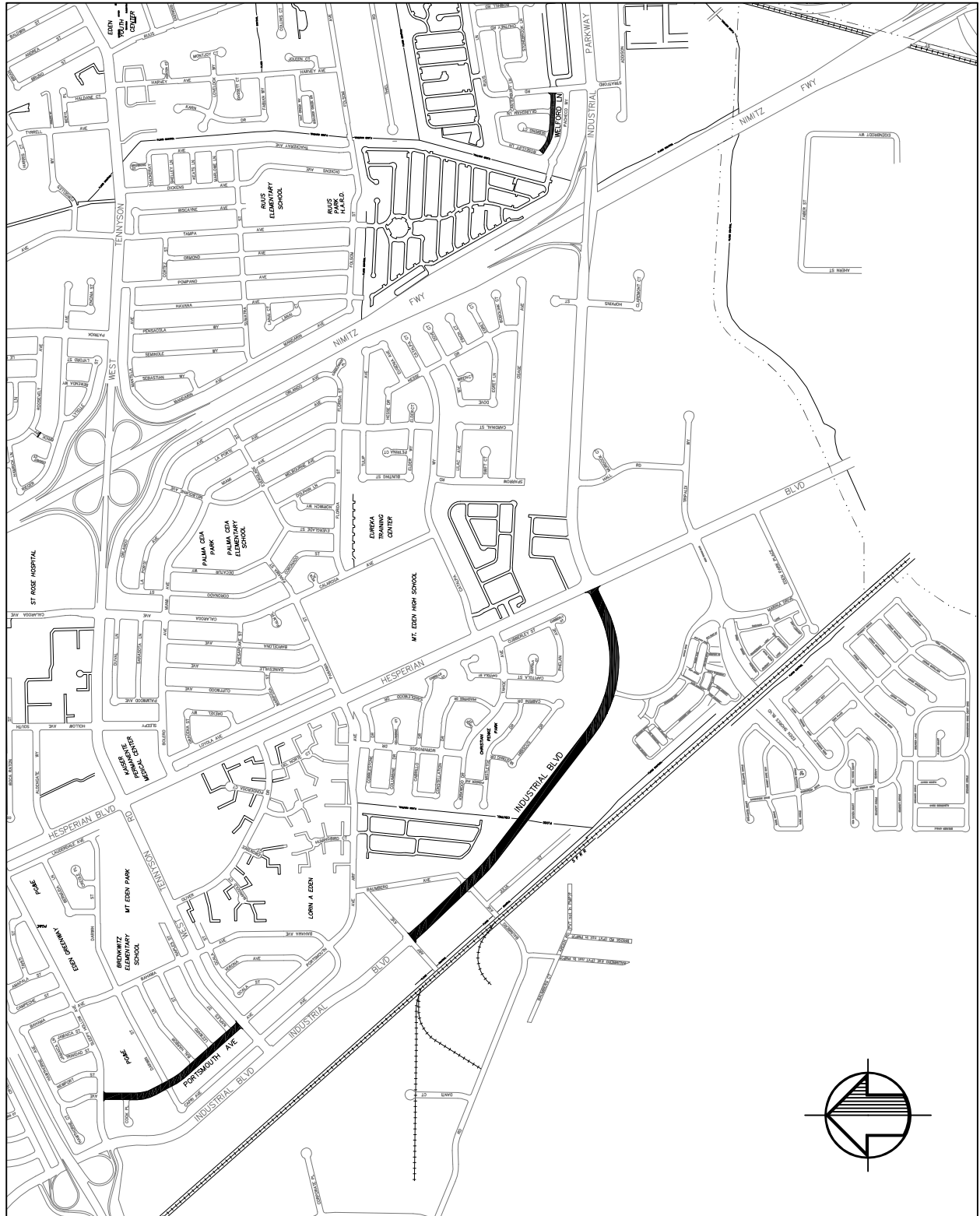
**FY2017-18 PAVEMENT PREVENTATIVE MAINTENANCE
AND RESURFACING PROJECT
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245**



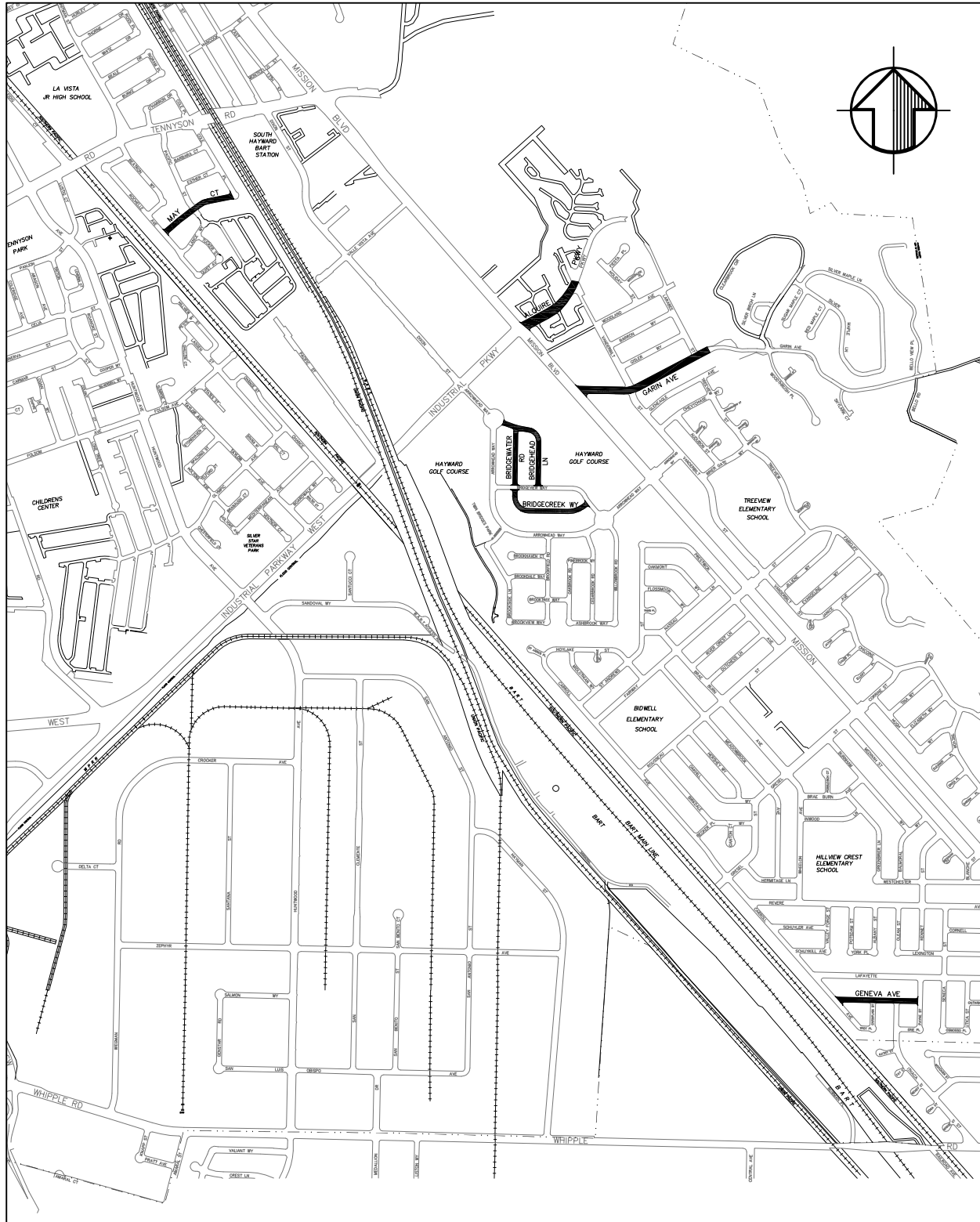
**FY2017-18 PAVEMENT PREVENTATIVE MAINTENANCE
AND RESURFACING PROJECT**
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245



**FY2017-18 PAVEMENT PREVENTATIVE MAINTENANCE
AND RESURFACING PROJECT**
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245



**FY2017-18 PAVEMENT PREVENTATIVE MAINTENANCE
AND RESURFACING PROJECT
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245**



**FY2017-18 PAVEMENT PREVENTATIVE MAINTENANCE
AND RESURFACING PROJECT**
PROJECT NOS. 05205, 05207, 05209, 05210, 05266,
05212, 05214, 05215 AND 05245



CITY OF HAYWARD

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

File #: CONS 17-219

DATE: May 2, 2017

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Adoption of an Ordinance Amending Chapter 5, Article 10 of the Hayward Municipal Code Regarding Construction and Demolition Debris Waste Reduction and Recycling Requirements
That the Council adopts the Ordinance introduced on April 25, 2017.

ATTACHMENTS

Attachment I Staff Report

Attachment II Summary of Ordinance Published on 04/28/2017



DATE: May 2, 2017

TO: Mayor and City Council

FROM: City Clerk

SUBJECT Adoption of an Ordinance Amending Chapter 5, Article 10 of the Hayward Municipal Code Regarding Construction and Demolition Debris Waste Reduction and Recycling Requirements

RECOMMENDATION

That the Council adopts the Ordinance introduced on April 25, 2017.

BACKGROUND

The Ordinance was introduced by Council Member Mendall at the April 25, 2017, meeting of the City Council with the following vote:

AYES: Council Members: Zermeño, Márquez, Mendall, Peixoto, Lamnin, Salinas
Mayor Halliday

NOES: None

ABSENT: None

ABSTAIN: None

FISCAL IMPACT

There is no fiscal impact.

PUBLIC CONTACT

The summary of the Ordinance was published in the Hayward Daily Review on Friday, April 28, 2017. Adoption at this time is therefore appropriate.

NEXT STEPS

The Hayward Municipal Code will be updated accordingly.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:

A handwritten signature in black ink, appearing to read 'K McAadoo', written in a cursive style.

Kelly McAadoo, City Manager

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

AN ORDINANCE OF THE CITY OF HAYWARD AMENDING CHAPTER 5, ARTICLE 10,
OF THE HAYWARD MUNICIPAL CODE REGARDING CONSTRUCTION AND
DEMOLITION DEBRIS WASTE REDUCTION AND RECYCLING REQUIREMENTS

THE CITY COUNCIL OF HAYWARD DOES ORDAIN AS FOLLOWS:

Section 1. Chapter 5, Article 10 of the Hayward Municipal Code is amended to read in full as follows:

ARTICLE 10
CONSTRUCTION AND DEMOLITION DEBRIS WASTE REDUCTION AND
RECYCLING REQUIREMENTS

- 5-10.01 PURPOSE
- 5-10.02 DEFINITIONS
- 5-10.03 THRESHOLDS FOR COVERED PROJECTS
- 5-10.04 NON-COVERED PROJECTS
- 5-10.05 COMPLIANCE
- 5-10.06 SUBMISSION OF WMP
- 5-10.07 REVIEW OF WMP
- 5-10.08 SUBMISSION OF A COMPLETED WMP SUMMARY REPORT
- 5-10.09 WEIGHING OF C&D DEBRIS
- 5-10.10 DETERMINATION OF COMPLIANCE
- 5-10.11 CITY'S RIGHTS TO MONITOR AND INSPECT
- 5-10.12 DELIVERY TO VERIFIED OR PROVISIONAL FACILITY REQUIRED
- 5-10.13 QUALIFIED THIRD PARTY ORGANIZATIONS
- 5-10.14 APPEALS
- 5-10.15 PENALTY

Section 2. Severance. Should any part of this ordinance be declared by a final decision of 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 the ordinance, absent the unexcised portion, can be reasonably interpreted to give effect to the intentions of the city Council.

Section 3. Effective Date. In accordance with the provisions of Section 620 of the City Charter, this ordinance shall become effective 30 days from and after the date of its adoption.

Section 4. CEQA. This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines (Title 14 of the California Code of Regulations) because there is no possibility that the ordinance will have a significant effect on the environment. The proposed amendments strengthen the City's

existing recycling requirements for C&D debris. This ordinance would also qualify as exempt pursuant to Section 15378(b)(3) of the CEQA Guidelines as the term “project” does not include organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

Introduced at the meeting of the Hayward City Council held April 25, 2017, the above-entitled Ordinance was introduced by Council Member Mendall.

This Ordinance will be considered for adoption at the meeting of the Hayward City Council, to be held on May 2, 2017, at 7:00 p.m., in the Council Chambers, 777 B Street, Hayward, California. The full text of this Ordinance is available for examination by the public in the Office of the City Clerk.

Dated: April 28, 2017
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 17-233

DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Utilities & Environmental Services

SUBJECT

Adoption of Green Infrastructure Framework

RECOMMENDATION

That Council adopts the attached resolution approving the Green Infrastructure Framework, which guides the development of the City's Green Infrastructure Plan as required by the Municipal Regional Permit 2.0 for stormwater regulatory compliance.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution to Adopt the Framework
Attachment III	Hayward Green Infrastructure Framework



DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Utilities & Environmental Services

SUBJECT Adoption of Green Infrastructure Framework

RECOMMENDATION

That Council adopts the attached resolution approving the Green Infrastructure Framework, which guides the development of the City's Green Infrastructure Plan as required by the Municipal Regional Permit 2.0 for stormwater regulatory compliance.

SUMMARY

To comply with the provisions of the reissued Municipal Regional Stormwater Permit (MRP 2.0), the City is required to adopt a Green Infrastructure Plan by June 30, 2019. The first step toward adoption of this plan is to adopt the Framework for Green Infrastructure Plan Development by June 30, 2017. The Council Sustainability Committee has reviewed the Framework and recommends its adoption.

BACKGROUND

To comply with the MRP, the City is required to prepare a Green Infrastructure Plan for the inclusion of vegetated landscape into appropriate projects on public and private lands. The inclusion of green landscape is required by the MRP 2.0 to address the storm water quality impacts from paved roadways and parking lots where stormwater collects pollutants, which would otherwise flow to the San Francisco Bay.

Green Infrastructure slows runoff, filters pollutants, and allows absorption of stormwater for recharging of groundwater. The purpose of this Plan is to, over time, reduce the adverse water quality impacts of urbanization and urban runoff on receiving waters as well as reduce legacy PCBs and mercury from entering the Bay. The requirements for the Plan include a description of how the Agency will shift impervious surfaces and stormwater drain infrastructure away from "gray," or traditional storm drain infrastructure where runoff flows directly into the storm drain and then the receiving water, to a "green" and more sustainable system. An example of Green Infrastructure is shown below:



The Green Infrastructure Plan is required to meet the following milestones:

1. The City must adopt a Framework for the Green Infrastructure Plan Development by June 30, 2017.
2. The Green Infrastructure Plan must be approved by June 30, 2019.
3. The Green Infrastructure Plan must be submitted to the Regional Water Quality Control Board along with the City's Annual Stormwater Report in September 2019.

The City is a member agency of the Alameda Countywide Clean Water Program (the Program). To comply with the MRP 2.0, a Framework for Green Infrastructure Plan Development was prepared and recommended to the member agencies by the Program. City staff has used this Framework as a guide for Hayward's Framework.

To implement the new Green Infrastructure requirements, staff convened a "GI Team" including staff from Planning, Building, Streets Maintenance, Engineering and Transportation, Fire, and Economic Development. The GI Team has reviewed the Framework and will assist with the development of the Plan. Implementation of the GI requirements will also be organized and managed by the GI Team. To start, the Team is reviewing all capital improvement projects to incorporate GI features into the design as appropriate.

Council Sustainability Committee –The attached GI Framework was presented to the Council Sustainability Committee (CSC) on March 13, 2017. The CSC committee recommended the Framework for Council adoption. The Committee asked about the number of acres that must be treated with GI and the acres already treated, which are discussed below.

DISCUSSION

The attached Framework for Green Infrastructure Plan Development is organized as follows:

- Section 1: Purpose of the Plan
- Section 2: Municipal Stormwater Permit Deadlines
- Section 3: Specific Tasks for Plan Development
 - Identify Projects
 - Develop Tracking Procedures
 - Incorporate Guidelines
 - Update Planning Documents
 - Evaluate Funding Sources
 - Training and Outreach
- Section 4: Timeframe for Plan Development
- Section 5: Staffing Assignments
- Section 6: Budget

In the MRP 2.0, Green Infrastructure is also required to reduce both PCBs and mercury pollution to the Bay by treating a minimum number of acres of industrial areas known to contain legacy PCB and mercury contamination. Specifically, it is estimated that the City will be required to treat 43 acres of industrial area to reduce PCBs and mercury by 2020. It is estimated that 797 acres of industrial areas and 865 acres of urban areas in the City need to be treated by 2040. To date, green infrastructure has been installed to treat approximately 53 acres with an additional 37 acres under construction.

ECONOMIC IMPACT

The development community will share in the cost of implementing green infrastructure as new development or redevelopment is required to implement green infrastructure to treat stormwater. On the other hand, the projects with GIs will be more visually pleasing and be more appealing to the buyers, which would increase their value. Given the regional and statewide network of the GI requirement, the cost impacts will not be unique to Hayward.

FISCAL IMPACT

Implementation of MRP 2.0 will impact staff resources though the exact costs are unknown at this time. The funding for MRP-related activities is currently provided by the Stormwater Enterprise Fund. The City's Stormwater Enterprise is funded by an assessment on property tax bills; however, expenditures have been and are expected to increase every year without the likelihood of any increase in the assessment. The City is challenged with finding innovative tools and other resources to complete the above-mentioned tasks. In addition to the requirements described in this report, it will also be a challenge to fund the other provisions in the MRP 2.0, mainly the trash reduction activities required by Provision C.10 to reach 100% reduction by the year 2022. To comply with the MRP 2.0 requirements, staff has pursued grant funding opportunities both locally and regionally to offset some of these costs. Staff will continue to pursue funding opportunities to meet the MRP requirements, specifically for

Provision C.10 (trash) and C.3 (green infrastructure). Staff will also continue to work collaboratively as a member of the Alameda Countywide Clean Water Program to comply with the MRP 2.0 as regional projects can satisfy some of the MRP requirements.

SUSTAINABILITY FEATURES

Green Infrastructure aims to capture and reuse stormwater. GI also helps create more green landscape and filtration of stormwater. GI is also consistent with the City's Complete Streets Policy by creating more open space.

PUBLIC CONTACT

The MRP 2.0 requirements was presented during the March 2016 CSC meeting. The GI requirements and Framework were discussed during the September 2016 and March 2017 CSC meetings. Staff will conduct comprehensive outreach with developers during the development of the Green Infrastructure Plan.

NEXT STEPS

Staff will begin drafting the City's Green Infrastructure Plan assessing resources and assigning those resources to complete the Plan. Staff will review current and future Capital Improvement Projects and private projects for GI inclusion and report our progress. Staff will return to Council with a draft Plan in 2018 to adoption prior to the 2019 due date.

Prepared by: Elisa Wilfong, Water Pollution Control Administrator

Recommended by: Alex Ameri, Director of Utilities & Environmental Services

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 17-

Introduced by Council Member _____

RESOLUTION TO ADOPT THE CITY OF HAYWARD'S FRAMEWORK FOR GREEN
INFRASTRUCTURE PLAN DEVELOPMENT

WHEREAS, in order to comply with Provision C.3.j of the reissued Municipal Regional Stormwater Permit (MRP 2.0) adopted by the San Francisco Bay Regional Water Quality Control Board on November 19, 2015 (Order No. R2-2015-0049); the City is required to prepare a Green Infrastructure Plan for the inclusion of low impact development drainage design into appropriate projects on public and private lands to address the adverse water quality impacts and those of pollutants from urban stormwater runoff and urbanization, including the paving of roadways and parking lots; and

WHEREAS, the goal of low impact development drainage design is to reduce runoff; minimize land disturbance; minimize pavement and other impervious cover; and remove pollutants from stormwater runoff using methods that employ natural processes of storage, detention, infiltration, evapotranspiration, and filtering of runoff through soil media as described in Provision C.3.c of MRP 2.0; and

WHEREAS, the Green Infrastructure Plan shall meet the following milestones specified in Provision C.3.j of MRP 2.0:

1. Approval of a Framework for the Green Infrastructure Plan by June 30, 2017.
2. Approval of the Green Infrastructure Plan by June 30, 2019.
3. Submittal to the San Francisco Regional Water Quality Control Board of said Green Infrastructure Plan with the City of Hayward's Annual Stormwater Report by September 30, 2019; and

WHEREAS, in order to be in compliance with the MRP 2.0, a Framework for Green Infrastructure Plan Development has been prepared and recommended to the member agencies after several reviews by the Green Infrastructure Technical Advisory Group.; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward, that it hereby adopts the Framework for Green Infrastructure Plan Development to prepare said Plan.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2017

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 Framework for Green Infrastructure Plan Development

This Framework for Green Infrastructure Plan Development is organized as follows.

- Section 1: Purpose
- Section 2: Municipal Stormwater Permit Deadlines
- Section 3: Specific Tasks for Plan Development
- Section 4: Timeframe for Plan Development
- Section 5: Staffing Assignments
- Section 6: Budget

1. Purpose

The purpose of the Green Infrastructure Plan is to guide the identification, implementation, tracking, and reporting of green infrastructure projects. “Green infrastructure” refers to a sustainable system that slows runoff by dispersing it to vegetated areas, harvests and uses runoff, promotes infiltration and evapotranspiration, and uses bioretention and other low impact development practices to clean stormwater runoff. The Green Infrastructure Plan will be developed in accordance with Green Infrastructure Plan requirements in Provision C.3.j of the Municipal Regional Stormwater Permit (Regional Water Quality Control Board Order No. R2-2015-0049, adopted on November 19, 2015), which states in part:

....the [Green Infrastructure] Plan is intended to describe how Permittees will shift their impervious surfaces and storm drain infrastructure from gray, or traditional, storm drain infrastructure where runoff flows directly into the storm drain and then to the receiving water, to green—that is, to a more resilient, sustainable system that slows runoff by dispersing it to vegetated areas, harvests and uses runoff, promotes infiltration and evapotranspiration, and uses bioretention and other green infrastructure practices to clean stormwater runoff.... The Plan is intended to serve as an implementation guide and reporting tool... to set goals for reducing, over the long term, the adverse water quality impacts of urbanization and urban runoff on receiving waters.

2. Municipal Stormwater Permit Deadlines

Provision C.3.j.i.(1) of the Municipal Regional Stormwater Permit requires the City of Hayward, by June 30, 2017, to approve a framework or workplan to develop a Green Infrastructure Plan. The complete Green Infrastructure Plan must be submitted to the Regional Water Quality Control Board by September 30, 2019.

3. Specific Tasks for Plan Development

Preparation of the Green Infrastructure Plan will require the following specific tasks.

Identify Green Infrastructure Projects

Future green infrastructure projects will be identified for inclusion in the Green Infrastructure Plan. This will include documentation of existing plans for private and public development projects that would be subject to MRP Provision C.3 requirements for development projects to include stormwater treatment facilities. Examples of projects include private residential developments and public street improvements. The Green Infrastructure Plan will also document the continuing implementation and results of the City of Hayward's process, initiated in Fiscal Year 2015-16, to review planned capital improvement projects that are not subject to Provision C.3 stormwater treatment requirements, to identify the potential for incorporating green infrastructure. Additionally, a tool developed by the Alameda Countywide Clean Water Program will be used to identify, map, and prioritize potential green infrastructure projects that may be included in the Green Infrastructure Plan.

Develop Tracking Procedures

Guidance provided by the Clean Water Program will be used to develop procedures for estimating the pollutant load reduction benefits of green infrastructure projects, and for tracking and reporting on completed projects. The procedures will be described in the Green Infrastructure Plan.

Incorporate Guidelines and Typical Designs

The Green Infrastructure Plan will incorporate guidelines for streetscape and green infrastructure project design and construction, and green infrastructure typical design drawings and specifications. This will be based on example guidelines, typical design drawings, and specifications provided by the Clean Water Program. The City of Hayward will evaluate the materials provided by the Clean Water Program for consistency with local standards, and will revise existing guidelines, standard specifications, design details, and procedures as needed.

Update Planning Documents

Planning documents, including those listed below, will be reviewed, and relevant sections of these documents will be modified, as needed, for implementing green infrastructure in public and private development projects to support the implementation of the Green Infrastructure Plan. This will include the following planning documents:

- General Plan, specific plans, and area plans
- Complete streets plan, active transportation plan
- Pavement rehabilitation work plan
- Tree Inventory plan
- Other plans that may affect the future alignment, configuration, or design of roadways, parking lots, buildings, and other impervious surfaces.

Evaluate Funding Sources

An evaluation of funding sources for potential future public green infrastructure projects will be included in the Green Infrastructure Plan. Guidance provided by the Clean Water Program may be used to develop an in-lieu fee for private development projects that are constrained from fully meeting stormwater treatment measures onsite, as a potential funding source for future public green infrastructure projects.

Training and Outreach

Staff will receive training on green infrastructure planning, implementation, design, and maintenance at inter-departmental meetings by attending training sessions provided by the Clean Water Program. Updates and opportunities for input on the preparation of the Green Infrastructure Plan will be provided to the City Council and City Council Sustainability Committee. Outreach to the general public and development community will be conducted in coordination with the Clean Water Program.

Compile Green Infrastructure Plan

Documentation of the tasks described above will be compiled into the Green Infrastructure Plan for review by the City Council Sustainability Committee and City Council.

Implement the Green Infrastructure Plan

Staff will present a resolution for adoption by Council to approve and begin implementing the Green Infrastructure Plan.

Submit Plan to the Water Board

The Plan and approved resolution, will be submitted to the Regional Water Quality Control Board (Water Board) with the City of Hayward's 2019 Annual Report of Stormwater Program Implementation.

4. Timeframe for Plan Development

The schedule for conducting specific tasks is presented below. Adoption of the Green Infrastructure Plan is scheduled to be completed by June 30, 2019. The Plan and adopted resolution must be submitted to the Regional Water Board by September 30, 2019.

Schedule of Specific Tasks

Task	FY 2016-17		FY 2017-18				FY 2018-19				FY 2019-20	
	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Identify Projects												
Develop Tracking Procedures												
Incorporate Guidelines												
Update Planning Documents												
Evaluate Funding Sources												
Training and Outreach												
Compile Plan												
Adopt Plan												
Submit Plan to Water Board												

5. Staffing Assignments

Staff from Environmental Services will direct the preparation of the Green Infrastructure Plan.

6. Budget

Development of the Green Infrastructure Plan will be developed in-house by City staff using currently budgeted resources.



CITY OF HAYWARD

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

File #: WS 17-016

DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Library and Community Services

SUBJECT

Review of 21st Century Library and Community Learning Center Staffing Considerations

RECOMMENDATION

That Council reviews and comments on this report.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	FY 2017 Org Chart



CITY OF HAYWARD

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

File #: PH 17-020

DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Library and Community Services

SUBJECT

Approval of FY 2018 Community Agency Funding Recommendations

RECOMMENDATION

That Council:

1. Adopts the attached resolution (Attachment II) authorizing an application for Federal Assistance under the Community Development Block Grant (CDBG Program for HUD Program Year 2017 and approving the City of Hayward Fiscal Year 2018 CDBG Annual Action Plan including the FY 2017 CDBG funding allocations; and
2. Affirms preliminary funding decisions in the FY 2018 Social Services and Arts/Music categories with final Council authorization of funding allocations in those categories to be made within the context of Council's FY2018 budget to be adopted in June 2017.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	FY 2018 Funding Recommendations
Attachment IV	Proposal Summaries



DATE: May 2, 2017
 TO: Mayor and City Council
 FROM: Director of Library and Community Services
 SUBJECT: Approval of FY 2018 Community Agency Funding Recommendations

RECOMMENDATION

That Council:

1. Adopts the attached resolution (Attachment II) authorizing an application for Federal Assistance under the Community Development Block Grant (CDBG Program for HUD Program Year 2017 and approving the City of Hayward Fiscal Year 2018 CDBG Annual Action Plan including the FY 2017 CDBG funding allocations; and
2. Affirms preliminary funding decisions in the FY 2018 Social Services and Arts/Music categories with final Council authorization of funding allocations in those categories to be made within the context of Council’s FY2018 budget to be adopted in June 2017.

SUMMARY

The funding recommendations in this report were developed according to Council direction received during the October 18, 2016 work session, “[Review of Proposed Changes to the Community Agency Funding Process: Recommendations from the Community Services Commission](#)”, where Council directed staff to make no changes to the existing funding process for the FY 2018 funding cycle. Council also directed staff to schedule a joint work session of the Council and Community Services Commission to discuss Council priorities for the FY 2019 funding cycle. That joint work session is scheduled for May 23, 2017.

The FY 2018 Community Agency Funding recommendations for the City of Hayward Social Services, Arts/Music, and Community Development Block Grant (CDBG) programs are summarized below and itemized in Attachment III.

Figure 1. Summary of FY 2018 Recommended Funding (All sources)

CATEGORY	AMOUNT
CDBG – Infrastructure, Jobs & Econ. Dev. grants to community agencies	315,233
General Fund - Social Services grants to community agencies	450,000
General Fund - Arts & Music grants to community agencies	81,955
Total Grants to Community Agencies	847,188
CDBG – City-operated programs and services for Hayward residents	510,268
CDBG – HUD-required fair housing activities	51,000
Total City-Operated Services and HUD-Required Fair Housing	561,268
GRAND TOTAL FY 2018 Recommended Funding (All Sources)	\$1,408,456

The FY 2018 Community Agency Funding recommendations were developed by the Council-appointed Community Services Commission (CSC), in compliance with the City's federally-mandated and Council-authorized CDBG Citizen Participation Plan, and in accordance with the Council-authorized City of Hayward CDBG Compliance Policy Manual.

The Social Services and Arts/Music allocations are funded from the City of Hayward General Fund, and are subject to final Council authorization in the City's FY 2018 Adopted Annual Budget. Allocations of FY 2018 CDBG funds are sourced in the CDBG special revenue fund, and are subject to budget authorization by Congress.

Because the final adopted amounts of available FY 2018 funding are not yet known, the FY 2018 funding recommendations were established using estimates of available funding. When the exact amount of available funding has been determined, the Council-approved allocations will be adjusted on a percentage basis as needed.

Summaries of the proposals recommended for FY 2018 funding are included with this report as Attachment IV.

Allocations in previous years

If desired for comparative purposes, Council's approved funding allocations from previous fiscal years are available for review in the online public archive at the following links:

- [FY 2017 Community Agency Funding allocations](#) (Approved April 19, 2016)
- [FY 2016 Community Agency Funding allocations](#) (Approved April 21, 2015)

BACKGROUND

NOTE: The information in the Background and Discussion sections of this report were previously presented to Council and discussed in a public work session on April 18, 2017. Here are links to that information in the online public archive:

- Full text of April 18, 2017 staff report and supporting documents ([webpage](#))
- Video of April 18, 2017 proceedings ([video link](#))

Community Agency Funding Process

In FY 2018, the City of Hayward will make grant funding available to community agencies through the Community Agency Funding process. Grants are primarily sourced from the City of Hayward General Fund and the federal CDBG special revenue fund. From these sources, the estimated total amount of FY 2018 funding available for grants to community agencies is \$847,188.

All external agency applicants for Community Agency Funding used the same integrated application regardless of the type of service proposed or source of funding sought. Applicants submitted their funding requests electronically using the web-based City Data Services system. A complete set of application materials was posted to the City's website.

The application materials included instructions, project eligibility guidelines, client income limits, and Council Priorities. Applicants were asked to describe in their applications how the services proposed would support one or more of the Council Priorities and, as applicable, HUD's CDBG Performance Measures.

The application materials included an explanation of the purpose and limitations of the CDBG program and advised that no more than 15% of CDBG funds may be used for Public Services, as defined by HUD's CDBG regulations and Council's Priorities and Categories of Need.

The application materials included information about the City's Social Services program, which is funded by the City's General Fund, and provides grants to support services that are outside the parameters of the CDBG program. The application materials also included information about the Arts & Music program, which is funded by the City's General Fund.

Thirty-six applications were submitted before the December 19, 2016 deadline. No late applications were received. Applications were grouped into three major categories so that similar applications would be evaluated in cohorts as follows:

Community Agency Funding Categories and Sub-Categories

- Infrastructure, Jobs & Economic Development category. Funding Source: CDBG. Description: Affordable housing development; housing rehabilitation; nonprofit facility improvements; economic development; capacity building. Requires compliance with federal regulations to document client income eligibility and financial management.
- Services category. Funding source: General Fund. Description: Crisis prevention and intervention; education and youth services; health and wellness; housing stability and homelessness prevention; services for seniors and people who have disabilities; transportation related services to eligible low income seniors and people who have disabilities.
- Arts & Music category. Funding Source: General Fund. Description: Arts and music programs that benefit Hayward residents, with an emphasis on activities that support youth education.

Application Review Committee Structure

Community Services Commissioners reviewed all of the applications in all categories of Community Agency Funding (CDBG, Social Services, and Arts/Music), and provided comments and questions for each of the applicants online via the City Data Services system. There were three separate Application Review Committees (ARCs): the "Infrastructure" committee; the "Services" committee; and the "Arts & Music" committee. Each committee interviewed all applicants assigned to that category.

- The "Infrastructure" committee was chaired by Commissioner Arzo Mehdavi. Also serving on this ARC were Commissioners Araujo, Guzman and Kassouf. The committee interviewed applicants in that category on Saturday, January 28, 2017, and presented preliminary recommendations to the Community Services Commission on Wednesday, February 15, 2017. The Commission established its official draft funding recommendations that evening, and a thirty-day Public Comment period was subsequently opened.
- The "Services" committee was chaired by Commissioner Linda Moore. Also serving on this ARC were Commissioners Fagalde, Isais, Glover-Gardin and Davis. The committee interviewed applicants on Saturday, January 28th, and February 4, 2017 and presented preliminary funding recommendations to the Community Services Commission on Wednesday, February 15, 2017. After discussion, the Commission established its official draft funding recommendations that evening, and a thirty-day Public Comment period was subsequently opened.

- The “Arts & Music” committee was chaired by Commissioner and CSC Chair Ray Bonilla. Also serving on this ARC were Commissioners Balram, Zargar, Samayoa and Roche. The committee interviewed applicants on Saturday, February 4, 2017, and presented preliminary funding recommendations to the Community Services Commission on Wednesday, February 15, 2017. After discussion, the Commission established its official draft funding recommendations that evening, and a thirty-day Public Comment period was subsequently opened.

After the conclusion of the Public Comment periods, the Commission discussed and unanimously approved its FY 2018 funding recommendations at its publicly noticed meeting of Wednesday, March 15, 2017. The Community Services Commission FY 2018 funding recommendations for all funding sources (CDBG, Social Services, and Arts/Music) are provided for Council consideration as Attachment II.

All of the applications submitted proposed to support at least one City Council Priority, and all proposed to serve low-income Hayward residents. Attachment III presents the funding recommendations for all funding sources. There are several applicant agencies that were not recommended to receive funding. Brief analyses and rationale regarding each of those recommendations are provided in this report.

Minimum Contracting Standards for Nonprofit Agencies Requesting City Funds

The City’s Minimum Contracting Standards were established in consultation with HUD and the Finance Department and approved by Council in FY 2011 for the CDBG, Social Services, and Arts & Music grant programs in order to provide a fair and consistent way to confirm that adequate internal controls exist to account for an applicant’s resources, including City funds. Furthermore, the CDBG program has intensified its requirements with tighter fiscal controls and more frequent reporting and documentation. In turn, the City must also be attentive to a grantees programmatic and financial management capabilities.

One of the Minimum Contracting Standards requires applicants to undergo an annual financial audit. An independent third-party audit can cost \$3,000 - \$5,000 or more depending on the size of an agency’s budget, which can be beyond the means of some of Hayward’s smaller nonprofit agencies unless they are able to secure pro bono services. To mitigate this barrier while still maintaining accountability, the City’s funding process allows agencies that are unable to meet the Minimum Contracting Standards to apply for funding through an eligible fiscal sponsor. The fiscal sponsor may utilize up to 10% of the awarded funds to offset their administrative costs for managing the grant on the applicant’s behalf.

In FY 2018 as in past years, all applicants were required to maintain the Minimum Contracting Standards prior to applying for City funding, and the third year in which it is required for Arts & Music programs. To assist the Arts & Music applicants to meet the standards, City staff for the fourth consecutive year identified a fiscal sponsor for all of those agencies (Hayward Area Historical Society), and helped facilitate the fiscal sponsorship and application processes with applicants and the fiscal sponsor.

To ensure that grantees had sufficient capacity to meet the Minimum Contracting Standards, applicants were required to attach the agency’s most recent annual financial audit, agency-wide budget, and proposed project budget to their grant proposal. Proposals that did not include these required attachments were deemed ineligible for funding. Applicants were advised of the requirements in the published Notice of Available Funding and at the Funding Forum. The application materials also clearly indicate that agencies are required to meet the Minimum Contracting Standards

in order to be eligible for City funding. Additional clarification regarding the audit requirement is provided on page 3 of the application materials, as follows:

“In order to be eligible to apply for City funding, an applicant must have completed an independent fiscal audit for FY 2013-2014 (or calendar year 2014). If awarded funding, in order to execute a FY 2016-2017 contract, each agency must have completed an independent fiscal audit for FY 2014-2015 (or calendar year 2015). Submission of the management letters that accompanied the audits is also required. If there were any findings in the audits, a letter from the board of directors explaining the corrective measures taken to resolve the problem(s) must be provided.

“Agencies that do not have a current audit as described above are eligible to apply for City funding only under the auspices of a fiscal agent that can meet this standard. The fiscal agent must apply for the funding, and if granted, the fiscal agent may utilize up to 10% of the grant for its own expenses.”

All of the FY 2018 applicants were determined to be able to meet the fiscal audit standard and eligible to receive City funding. In past years when there were ineligible applicants, staff conferred with each of the applicants to further explain the specifics of an independent fiscal audit, options for applying through a fiscal sponsor, and other eligibility resources which the applicants can explore for future funding cycles.

DISCUSSION

Summaries of the proposals recommended for FY 2018 funding are included with this report as Attachment IV.

FY 2018 CDBG Program Overview

During FY 2018, the City will administer CDBG funds received from the U.S. Department of Housing and Urban Development (HUD). Because of Hayward’s population size, it is considered a CDBG Entitlement jurisdiction. Formula funding is provided annually upon HUD’s approval of Council’s CDBG allocations, which form the substantive portion of the City’s CDBG Annual Action Plan. The formula by which CDBG Entitlement funding is determined considers the total Congressional budget appropriation to HUD, and is calculated according to each Entitlement jurisdiction’s population size and poverty level derived from the most recent Census data.

In recent years, reductions in the federal budget have diminished the City’s CDBG Entitlement formula allocation from HUD. The City’s CDBG Entitlement allocation has shrunk approximately 24% over the last six fiscal years.

On February 27, 2017, the Trump Administration unveiled its “America First” budget proposal containing \$54 billion in reductions to domestic programs. The budget proposal included the complete elimination of the \$3 billion CDBG program. If that budget proposal is ultimately enacted by Congress, then the City of Hayward would no longer receive any CDBG entitlement allocation. In FY 2017, the City of Hayward’s final CDBG entitlement allocation was \$1,405,002.

Subsequent reports out of Washington indicate that Congress is not likely to approve the complete elimination of the CDBG program due to its popularity and effectiveness at providing needed funds for infrastructure projects in particular, however a severe reduction of up to 50% is a possibility. Perhaps more likely is a cut to CDBG in the range 12% to 17%, consistent with proposed cuts to other domestic programs. However, at this time there is no clear indication from HUD nor from Congress exactly what

reduction to the CDBG program, if any, will emerge from the other side of the federal budget development process.

CDBG Program Reconciliation Update

In FY 2015, HUD conducted a major thirty-year reconciliation of the entire City of Hayward CDBG program going back to its inception in 1986. As a result of that significant review, several recommendations were made by HUD for utilizing unspent funds on new projects, closing out inactive projects, and returning funds to the City's CDBG/HUD line of credit. CDBG regulations stipulate that funds directly benefit low-income residents and neighborhoods, with activities restricted to "Infrastructure, Jobs and Economic Development" projects such as affordable housing development, housing rehabilitation, community facility rehabilitation, blight removal, economic development, and pavement reconstruction, among others.

Subsequent to the FY 2015 reconciliation process, staff implemented a biennial comprehensive review of all unspent and underspent CDBG projects, to ensure that future reconciliations would not accumulate to a too-large degree. Staff is in the process of finalizing the FY 2017 biennial review and will present the results to Council along with any recommended next steps at the joint work session on May 23, 2017.

FY 2018 Fair Housing and City-Operated Programs Overview

The City of Hayward utilizes a portion of its CDBG entitlement grant to operate programs that deliver critical services to low-income Hayward residents; stimulate economic development and create jobs; and ensure fair housing practices in the community.

The utilization of CDBG entitlement funds to deliver direct services to the community is the standard practice among CDBG entitlement jurisdictions since the 1970s, including Hayward. The CDBG entitlement jurisdiction is often the most efficient and effective service provider in their community in identified areas of need due to its organizational capacity, infrastructure, authority, and ability to leverage partnerships and economy of scale. This is also the case in Hayward.

Per the City of Hayward CDBG Compliance Policy Manual adopted by Council on October 21, 2014, in each CDBG program year, the costs of program administration, HUD-required fair housing activities, and City of Hayward operated CDBG projects are subtracted from the annual entitlement award amount. After this internal allocation process is complete, remaining funds are made available to eligible community partner and public services applicants through the Community Agency Funding process. All CDBG funding allocations including internal allocations and external grants are subject to final approval at the discretion of Council.

An overview of HUD-required fair housing activities and City of Hayward operated projects sourced from CDBG funds in FY 2018 follows (Total Allocation = \$561,768):

- **Housing Rehabilitation Program.** The Housing Rehabilitation Program offers loans and grants for home repairs to Hayward homeowners who are senior (62+), certified severely disabled, or HUD qualified low-income. Projects are focused on improving health, safety, and mobility in the home, and are intended to help vulnerable populations with limited income to continue to live independently in their homes. Repairs are restricted to accessibility/mobility modifications, corrections of code violations, and/or addressing major systems failures in eligible owner-occupied homes. Established in 1977, the program completes approximately 35-40 home rehabilitation and accessibility projects per year. FY 2018 program cost: \$349,500.

- **Family Education Program:** The Family Education Program (FEP) delivers literacy and academic support services to low-income Hayward families. Established in 2009, the Family Education Program is a unique collaboration between the City of Hayward homework/adult literacy tutoring programs, Chabot Community College, and Hayward Unified School District. The program delivers after-school academic support to 3,200 Hayward students in grades K-12, as well as English as Second Language (ESL) literacy tutoring services to approximately 150 parents of Hayward students. FY 2018 program cost: \$161,268.
- **Fair Housing Requirement:** One of the Department of Housing and Urban Development's guiding principles is its strong commitment to affirmatively further fair housing. Commitment and accountability in fair housing is a requirement for participating in the Community Development Block Grant (CDBG) Program. Eden Council for Hope and Opportunity (ECHO Housing) is a HUD-qualified agency fair housing agency, and has provided the fair housing component of the City of Hayward CDBG program since 1978. ECHO Housing provides fair housing counseling, carries out fair housing investigations, and provides low income individuals/tenants with legal information for education and self-empowerment. FY 2018 program cost: \$51,000, the same as in FY 2017.

FY 2018 Social Services Program Overview

The City of Hayward administers grants from the General Fund to support Social Services programs for the benefit of low-income Hayward residents. Because Social Services program funds are sourced from the City's General Fund, it is not yet known what amount of Social Services funding, if any, will be available for allocation in FY 2018. Presentation of the City Manager's Recommended Budget to Council is scheduled in May 2017; Council adoption of the budget is scheduled in June 2017.

As a starting point for the FY 2018 Community Agency Funding process when it began in October, 2016, it was estimated that total funding available for Social Services grants in FY 2018 would be the same level as in the previous FY 2017: approximately \$450,000. Social Services grants are sourced from the General Fund, and this total can be changed at Council's discretion. The FY 2018 Social Services funding recommendations are shown in Attachment II.

FY 2018 Arts & Music Grant Program Overview

The City of Hayward administers grants from the General Fund to support Arts & Music programs for the benefit of Hayward residents. Because Arts & Music programs are funded from the City's General Fund, it is not yet known what amount of Arts & Music funding, if any, will be available until Council adoption of the FY 2018 budget.

As a starting point for the FY 2018 Community Agency Funding process, it was estimated that the funding for Arts & Music program grants in FY 2018 would be comparable to the FY 2017 amount, totaling \$81,955. The FY 2018 Arts & Music funding recommendations are shown in Attachment II.

FISCAL IMPACT

Because the final adopted amounts of available FY 2018 funding are not yet known, the FY 2018 Funding Recommendations were established using estimates of available funding. When the exact amount of available funding has been determined, the Council-approved allocations will be adjusted on a percentage basis as needed.

The CDBG Program has a neutral impact on the City's General Fund, as a portion of CDBG funds (up to 20%) may be used to pay for eligible Planning and Administration of the program, including NEPA

environmental review, contracting, Labor Standards monitoring, lead-based paint compliance, procurement of contractors, site inspections, financial management, and federal reporting. However, as the City's CDBG grant size is reduced, and as program income diminishes, the administrative cap is lowered accordingly, providing for fewer staff resources to administer the CDBG program, which remains an administratively complex and process-laden program despite the grant's reduced size.

On February 27, 2017, the Trump Administration unveiled its "America First" budget proposal containing \$54 billion in reductions to domestic programs. The budget proposal included the complete elimination of the \$3 billion CDBG program. If that budget proposal is ultimately enacted by Congress, then the City of Hayward would no longer receive any CDBG entitlement allocation. In FY 2017, the City of Hayward's final CDBG entitlement allocation was \$1,405,002.

Subsequent reports out of Washington indicate that Congress is not likely to approve the complete elimination of the CDBG program due to its popularity and effectiveness at providing needed funds for infrastructure projects in particular, however a severe reduction of up to 50% is a possibility. Perhaps more likely is a cut to CDBG in the range 12% to 17%, consistent with proposed cuts to other domestic programs. However, at this time there is no clear indication from HUD nor from Congress exactly what reduction to the CDBG program, if any, will emerge from the other side of the federal budget development process.

The Social Services and Arts & Music funding recommendations will be affected by Council's budget deliberations as they relate to overall General Fund obligations. Council has complete discretion and authority to change, increase, or decrease the total amounts in these two categories at will, within the context of the General Fund budget deliberations. If the final amounts of Social Services or Arts/Music funding are reduced during budget deliberations, then individual grants would be adjusted on a percentage basis accordingly.

Because Social Services and Arts/Music grants are made using the General Fund, reducing or eliminating the grants would have a beneficial impact on the City's budget. However, it is acknowledged that the majority of Social Services grants in particular support "safety net" services, (i.e., food, housing, support services for low-income people, and information and referral.) Reducing or eliminating grants would have a fiscal impact on those affected with services also subsequently reduced or eliminated. There would also be an impact to the nonprofit agencies that have been doubly stressed by the economic downturn – those that have experienced both an increase in client demand and a decrease in public and private funding.

PUBLIC CONTACT

- On October 14, 2016, a Notice of Funding Availability was published in English and Spanish in the Daily Review newspaper and on the City's website. The notice was also posted at the Hayward Public Library and city Hall; and the Public Notice was emailed on October 14, 2016 to currently funded agencies, previously funded agencies, applications from previous years, and all other interested parties on the Community Agency Funding mailing list (several hundred individuals and local agencies) maintained by the Library and Community Services Department. Several broadcast email reminders were also sent in advance of the event.
- On November 16, 2016, application materials were published. The materials were readily accessible by logging onto City Data Services web-based system, or downloadable from the city's website. Also on this date, a public Funding Forum was conducted to provide information about the application process. Attendees received an orientation to CDBGH, Social Services and Arts/Music funding. The orientation included an explanation of the purpose and

limitations of the CDBG program and advised that up to 15% of CDBG funds may be used for Public Services, as defined by the CDBG Regulations and Council's Priorities and Categories of Need. Attendees were informed about the City's Social Services program, which is funded by the City's General Fund, which provides grants to support other types of community services that are outside the parameters of the CDBG program. Attendees were also informed about the Arts/Music program, which is funded by the City's General Fund. The Forum presentation materials have been posted to the City's website for public review.

- All funding deliberations took place at properly noticed Community Services Commission meetings that were open to the public. These meetings took place on:
 - February 15, 2017 – Community Services Commission Meeting
 - March 15, 2017 – Community Services Commission Meeting.
- From February 15, 2017 through March 15, 2017, the Public Comment period for the recommendations in all categories were in effect. During this time, members of the public, including applicants, could submit their comments regarding the funding process or the funding recommendations. Notification of draft recommendations was sent to applicants and interested parties through electronic mail, and posted on the City of Hayward website. During this public comment period, no verbal or written public comments were submitted by March 15, 2017.
- On Friday, March 17, 2017, a notice was published in the Daily Review newspaper, in both English and Spanish to advise the general public that the City Council would conduct a Public Hearing on Tuesday, April 18, 2017, regarding FY 2018 funding allocations (subject to final approval by Council in June, 2017, with the adoption of the FY 2018 General Fund budget). Notification was also sent through electronic mail to all applicants and interested parties, and posted on the City of Hayward website.
- On Wednesday, March 15, 2017, the Community Services Commission held a public meeting after which the Commission voted unanimously to approve the FY 2018 funding recommendations and present them to the City Council as shown in Attachment II to this report,
- On Tuesday, April 4, 2017, a City Council Work Session was held to present and review the FY 2018 funding recommendations in the CDBG, Social Services and Arts/Music categories.
- On Tuesday, April 18, 2017, a Public hearing will be held regarding the FY 2018 funding recommendations at the City Council meeting.

REFERENCE LINKS

- City of Hayward. CDBG Citizen Participation Plan. 2016. <http://www.hayward-ca.gov/services/city-services/community-agency-funding>
- City of Hayward. CDBG Compliance Policy Manual. 2014. <http://www.hayward-ca.gov/your-government/departments/library-community-services/programs/community-development-block-grant-cdbg>
- City of Hayward. Community Services Commission information webpage. 2016. <http://hayward-ca.gov/your-government/boards-commissions/community-services-commission>

- City of Hayward. Council Work Session. “Review of Proposed Changes to the Community Agency Funding Process: Recommendations from the Community Services Commission.” October 18, 2016. <https://hayward.legistar.com/LegislationDetail.aspx?ID=2860800&GUID=DF2392EA-7844-457B-AEBB-521F39496515&Options=&Search=>
- City of Hayward. FY 2017 Community Agency Funding Recommendations including Community Development Block Grant (CDBG), Social Services, and Arts/Music; and Discussion of the CDBG Annual Action Plan and the CDBG Citizen Participation Plan. 2016. <https://hayward.legistar.com/LegislationDetail.aspx?ID=2679985&GUID=D5CBA3C0-453B-4118-A49F-A616392AD33D&Options=&Search=>
- City of Hayward. FY 2016 Community Agency Funding Recommendations including Community Development Block Grant (CDBG), Social Services, and Arts/Music; and Discussion of the CDBG Annual Action Plan and the CDBG Citizen Participation Plan. 2015. <https://hayward.legistar.com/MeetingDetail.aspx?ID=454176&GUID=DA5FD119-B7A8-4C42-8A55-AE9986EB0BF9&Options=info&Search=>
- United States Government Publishing Office. Code of Federal Regulations, 24 CFR Part 5 Affirmatively Furthering Fair Housing. 2016. <http://www.ecfr.gov/cgi-bin/text-idx?rgn=div5&node=24:1.1.1.1.5>
- United States Government Publishing Office. Code of Federal Regulations, 24 CFR 91.10 Consolidated Program Year. 2016. http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=1&SID=0793e3af881102bfe9d7c131b058176f&ty=HTML&h=L&mc=true&n=pt24.1.91&r=PART#se24.1.91_110
- United States Government Publishing Office. Code of Federal Regulations, 24 CFR 91.105 Citizen Participation Plan for local governments. 2016. http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=1&SID=0793e3af881102bfe9d7c131b058176f&ty=HTML&h=L&mc=true&n=pt24.1.91&r=PART#se24.1.91_1105

NEXT STEPS

Staff recommends that the Council:

1. Adopts the attached resolution (Attachment II) authorizing an application for Federal Assistance under the Community Development Block Grant (CDBG Program for HUD Program Year 2017 and approving the City of Hayward Fiscal Year 2018 CDBG Annual Action Plan including the FY 2017 CDBG funding allocations; and
2. Affirms preliminary funding decisions in the FY 2018 Social Services and Arts/Music categories with final Council authorization of funding allocations in those categories to be made within the context of Council’s FY2018 budget to be adopted in June 2017.

Prepared by: Dana Bailey, Community Services Manager
Rachael McNamara, Administrative Analyst
Monica Davis, Administrative Analyst

Recommended by: Sean Reinhart, Director of Library & Community Services

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', written in a cursive style.

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

RESOLUTION AUTHORIZING AN APPLICATION FOR FEDERAL ASSISTANCE UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR FEDERAL FISCAL YEAR 2017-2018.

WHEREAS the Housing and Community Development Act of 1974 makes funds available to qualified cities for certain community development activities, and the City of Hayward is qualified to receive certain funds pursuant to said act; and

WHEREAS the City Council has considered public testimony and the CDBG Program recommendations prepared by staff and the Community Services Commission, a copy of which is attached and hereby referred to for further particulars; and

WHEREAS the Council has considered the environmental impact of the program and hereby finds and determines that the program is composed of projects that are categorically excluded from the National Environmental Protection Act or will be subject to later environmental review and finds and determines that the activities funded by the program are either not subject to the California Environmental Quality Act or will be subject to later environmental review;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Hayward hereby approves the Community Development Block Grant Program and authorizes the City Manager on behalf of the City of Hayward to execute and submit the required applications and all implementing documents in connection therewith.

IN COUNCIL, HAYWARD, CALIFORNIA, May 2, 2017

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:
MAYOR: Halliday
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
DRAFTCOMMUNITY SERVICES COMMISSION
COMMUNITY AGENCY FUNDING PROCESS
DRAFT RECOMMENDATIONS FY 2018*REVIEWED BY CSC
2/15/2017APPROVED BY CSC
3/15/2017

REVIEWED BY COUNCIL 4/18/2017

SOURCE	CATEGORY	PROPOSAL	AGENCY NAME	FY 2018 DRAFT RECOMMENDATION*
GF	Arts, Music & Culture	Art Galleries and Art Education Programs	Hayward Arts Council	\$18,134
GF	Arts, Music & Culture	Band & Orchestra Festival	Hayward Arts Council	\$8,140
GF	Arts, Music & Culture	Public Music Performances	Hayward Municipal Band	\$15,000
GF	Arts, Music & Culture	Music is Fun! Program	Pacific Chamber Symphony	\$6,898
GF	Arts, Music & Culture	Art Gallery and Art Education Programs	Sun Gallery	\$30,195
GF	Arts, Music & Culture	Scholarships for Youth Orchestral Musicians	Youth Orchestra of Alameda County	\$3,628
CDBG	Jobs, Infrastructure & Economic Dev.	Homeless Housing Development Project	Abode Services	\$80,000
CDBG	Jobs, Infrastructure & Economic Dev.	Child Care Business Development and Training	Community Child Care Council (4-C's)	\$30,000
CDBG	Jobs, Infrastructure & Economic Dev.	Facility Roof Replacement	Community Resources for Independent Living (CRIL)	\$20,000
CDBG	Jobs, Infrastructure & Economic Dev.	Homeless Employment Program	Downtown Streets, Inc.	\$90,000
CDBG	Jobs, Infrastructure & Economic Dev.	Youth Employment Training	Elevating Soulciety	\$40,000
CDBG	Jobs, Infrastructure & Economic Dev.	Hospital Fence Replacement and Retaining Wall	St. Rose Hospital Foundation	\$55,233
GF	Services - Children at Risk	Hayward Child Abuse Intervention	CALICO	\$20,000
GF	Services - Food Access	Food Scholarships for Seven Food Pantry Programs	Alameda County Community Food Bank	\$40,000
GF	Services - Food Access	Operational Support - SHP Food Pantry	South Hayward Parish	\$15,000
GF	Services - Health & Wellness	Positive Life Style - Mental Health Counseling	Tiburcio Vasquez Health Center, Inc.	\$10,000
GF	Services - Health & Wellness	HIV Early Intervention Program	Tri-City Health Center	\$10,000
GF	Services - Housing & Homelessness	Permanent Supportive Housing for Homeless	Abode Services	\$38,000
GF	Services - Housing & Homelessness	Tenants Rights Services	Centro Legal de la Raza	\$38,000
GF	Services - Housing & Homelessness	Family Homeless Shelter Services	FESCO	\$38,000
GF	Services - Housing & Homelessness	Shelter for Victims of Domestic Violence	Ruby's Place	\$38,000
GF	Services - Info. & Referral	2-1-1 Communication System	Eden I&R, Inc.	\$38,000
GF	Services - Legal Services	Violence Prevention and Legal Services	Family Violence Law Center	\$40,000
GF	Services - Legal Services	Legal Services for Immigrants	International Institute of the Bay Area	\$10,000
GF	Services - Seniors & Differently Abled	Legal and Housing Services for Seniors	Legal Assistance for Seniors (LAS)	\$20,000
GF	Services - Seniors & Differently Abled	Congregate Meal Program for Seniors	Spectrum Community Services	\$22,000
GF	Services - Youth Development	Youth Summer Day Camp	Eden Area YMCA	\$15,000
GF	Services - Youth Development	LGBTQ Youth Counseling and Intervention Services	Horizon Services, Inc.	\$30,000
GF	Services - Youth Development	FACES for the Future Youth Career Training Program	St. Rose Hospital Foundation	\$18,000
GF	Services - Youth Development	GED Basic Skills Preparation	Youth Enrichment Services (YES)	\$10,000
TOTAL DRAFT RECOMMENDATIONS FY 2018*				\$847,228

**All amounts are preliminary and subject to change. Final award amounts will be authorized by Hayward City Council on May 2, 2017.*

SOURCE	CATEGORY	DESCRIPTION	SERVICE	FY 2018 COST
CDBG	City-Operated Services	Housing rehabilitation for low-income homeowners	Housing Rehabilitation Program	\$349,500
CDBG	City-Operated Services	Literacy/academic support for low-income Hayward families	Family Education Program	\$161,268
CDBG	HUD-Required Fair Housing	Fair housing audit, tenant/landlord counseling	Eden Council for Hope and Opportunity (ECHO)	\$51,000
			TOTAL COST FY 2018	\$561,768

SUMMARY

GRAND TOTAL - ALL CATEGORIES	\$1,408,996
Jobs, Infrastructure & Economic Development Grants	\$315,233
Social Services Grants	\$450,000
Arts , Music & Culture Grants	\$81,995
TOTAL GRANTS TO COMMUNITY AGENCIES	\$847,228
City-Operated Services	\$510,768
HUD required fair housing activities	\$51,000
Total City-operated services and HUD required fair housing	\$561,768

**COMMUNITY AGENCY
FUNDING RECOMMENDATIONS
FISCAL YEAR 2018**

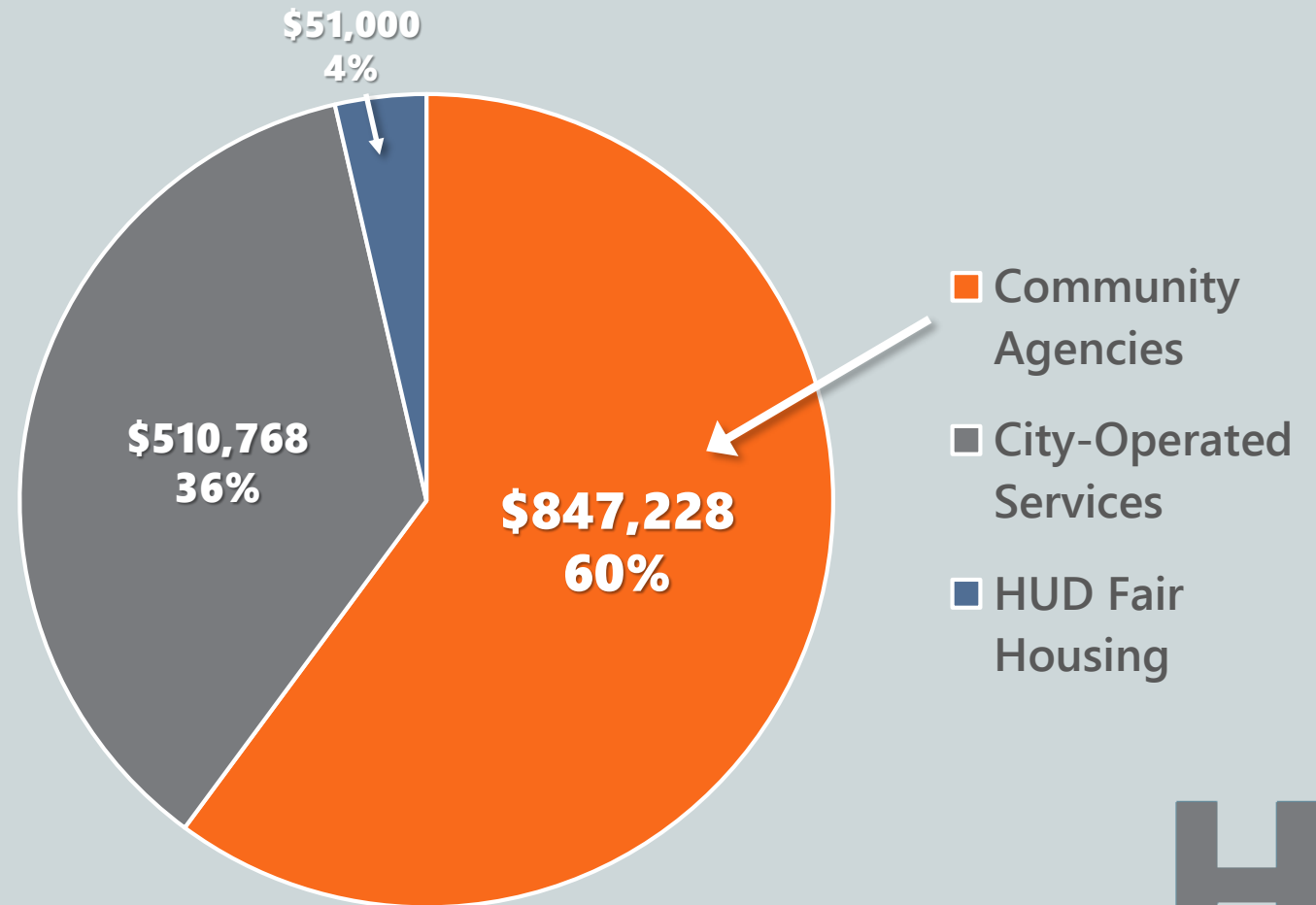
**COUNCIL WORK SESSION
APRIL 18, 2017**



SUMMARY – ALL SOURCES*

FY 2018

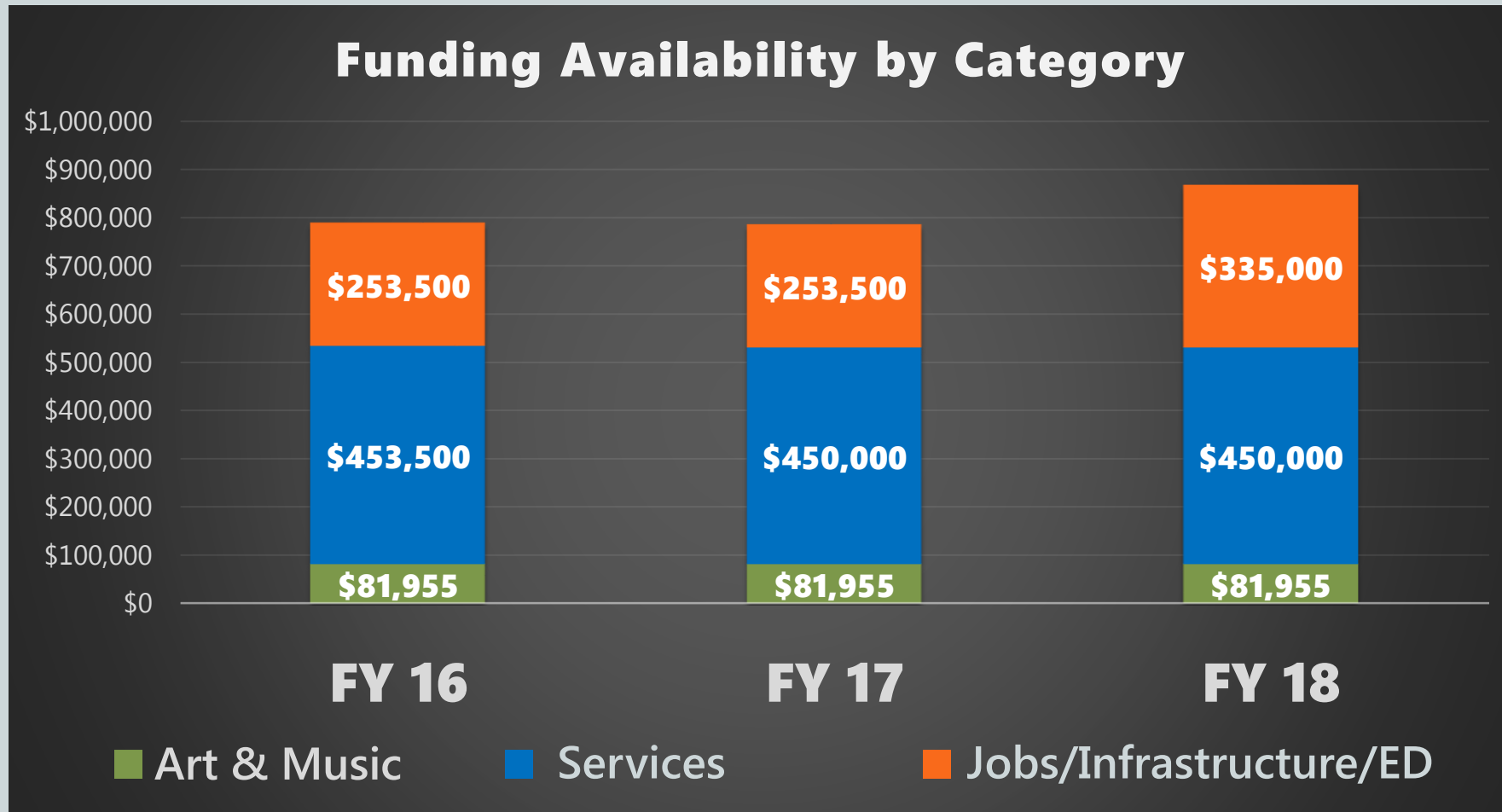
GRAND TOTAL - ALL CATEGORIES*	\$1,408,996
Jobs, Infrastructure & Econ. Development Grants	\$315,233
Social Services Grants	\$450,000
Arts & Music Grants	\$81,995
TOTAL GRANTS TO COMMUNITY AGENCIES*	\$847,228
City-Operated Services (Housing Rehabilitation Program, Family Education Program)	\$510,768
HUD required fair housing activities	\$51,000
Total City-operated services and HUD required fair housing*	\$561,768



*All amounts shown are estimates and are subject to change depending on final FY 2018 funding availability as appropriated by Council and/or Congress

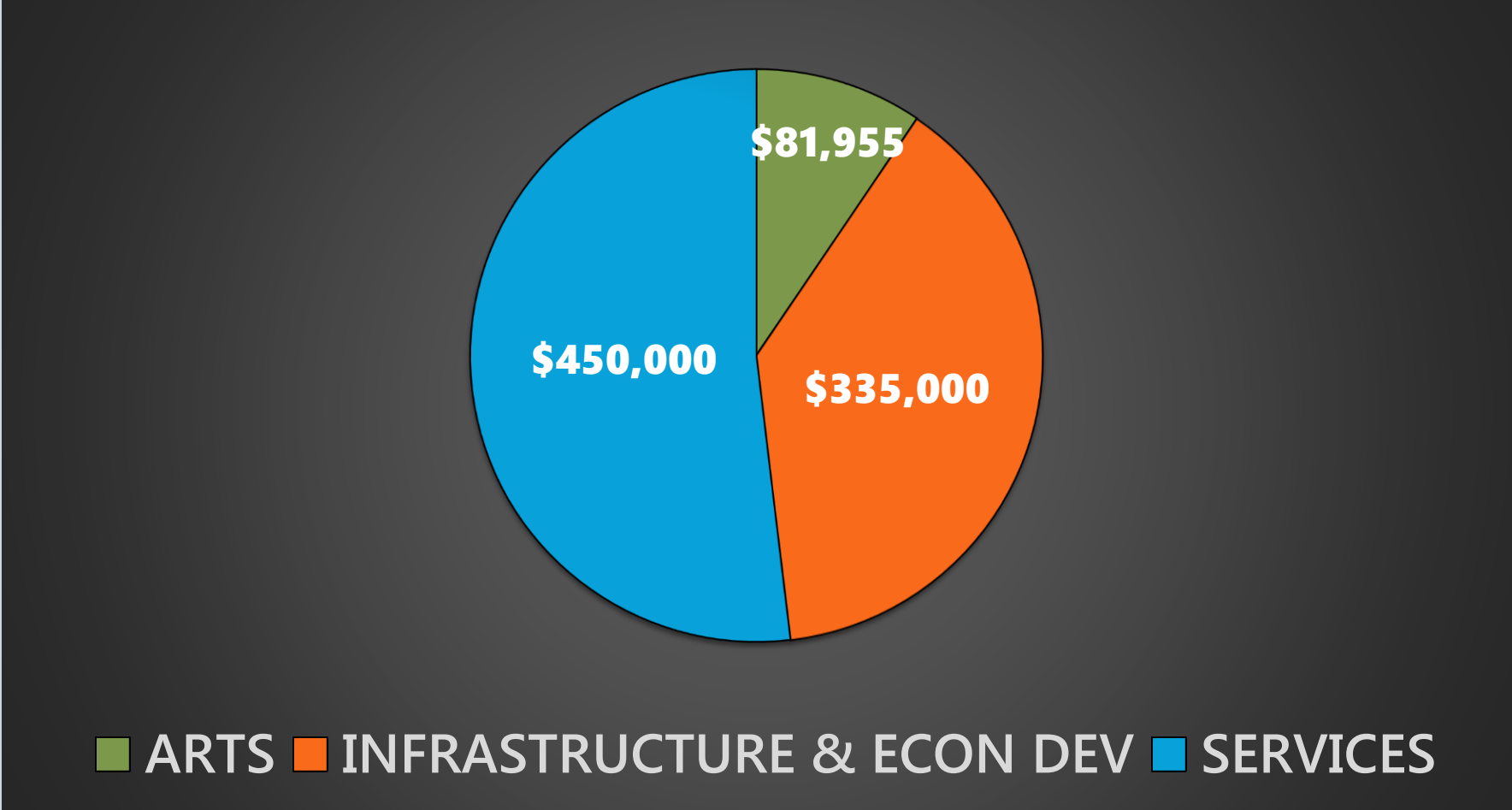
COMMUNITY AGENCY FUNDING AVAILABILITY

FY 2016 – FY 2018



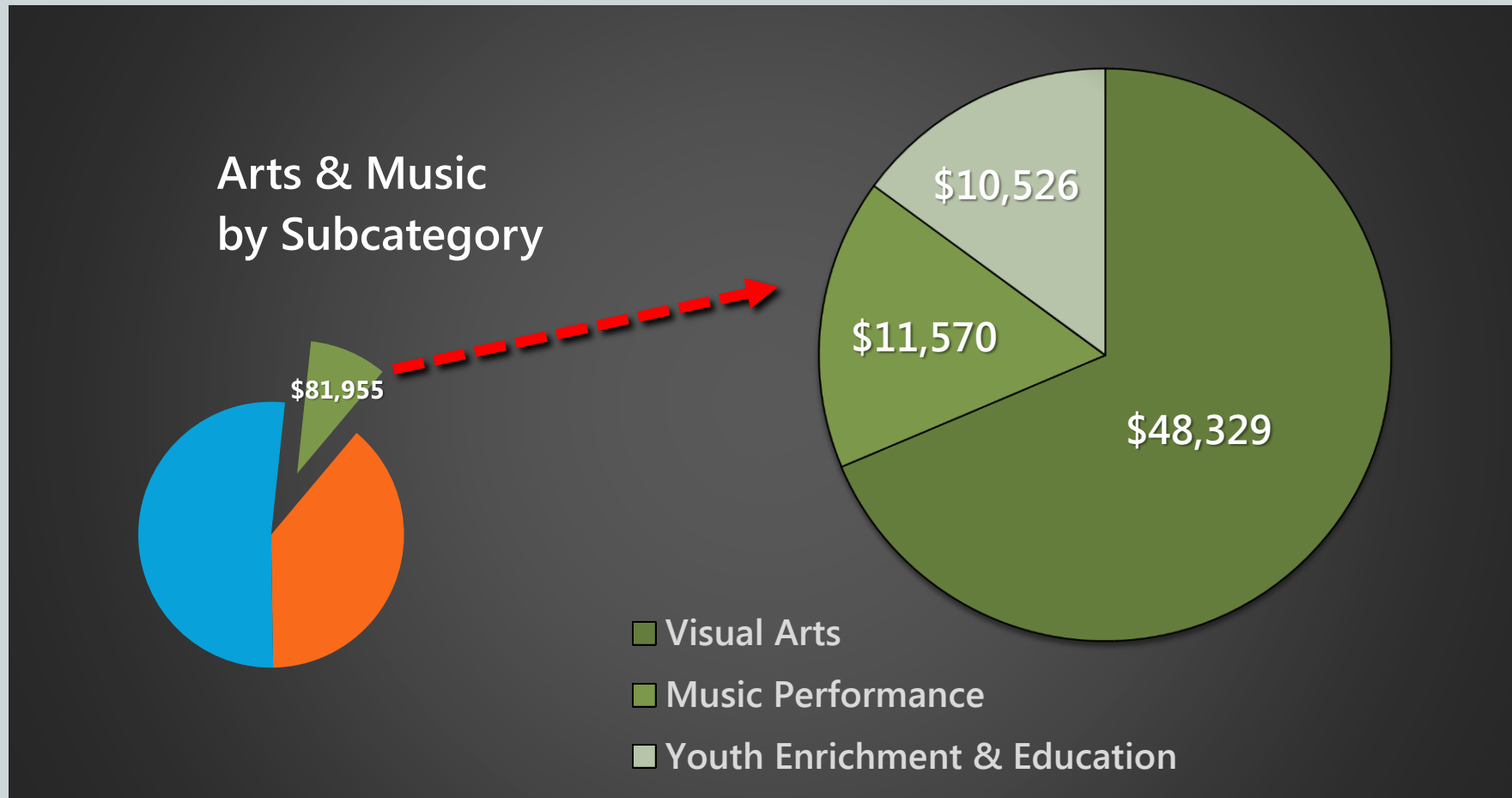
*FY 2018 amounts shown are estimates and are subject to change depending on final FY 2018 funding availability as appropriated by Council and/or Congress

RECOMMENDED COMMUNITY AGENCY FUNDING BY CATEGORY - FY 2018*



*All amounts shown are estimates and are subject to change depending on final FY 2018 funding availability as appropriated by Council and/or Congress

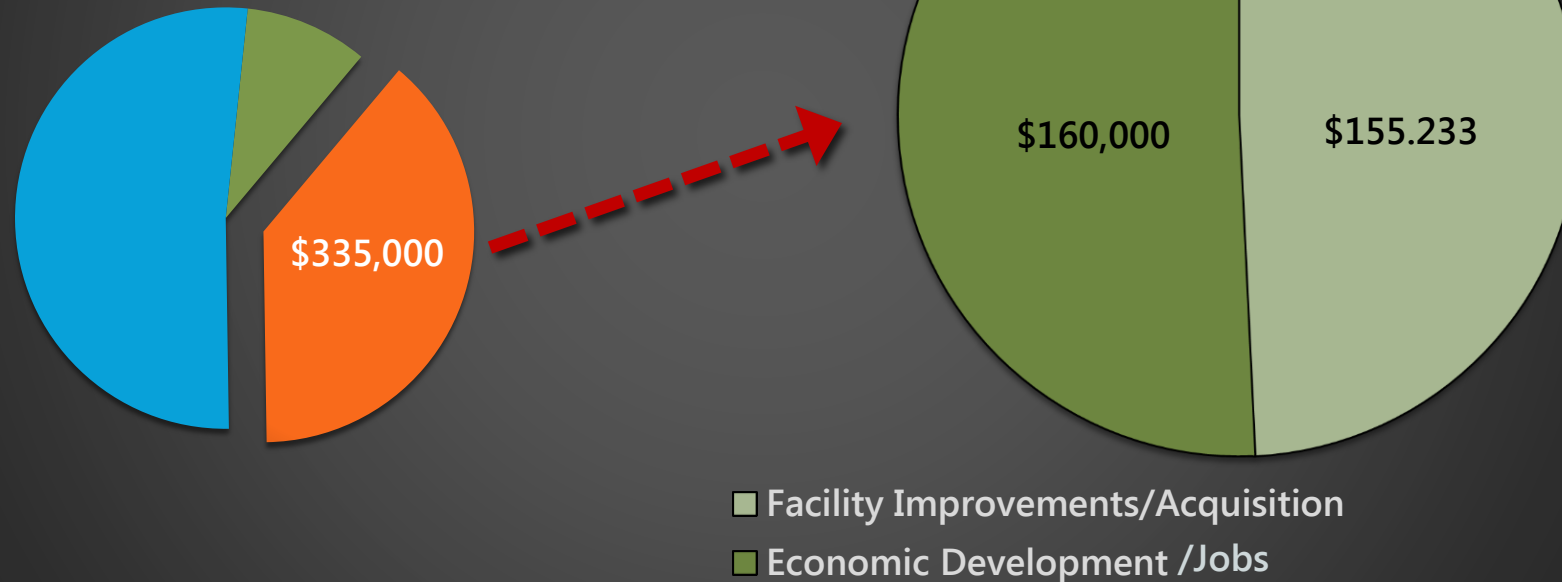
RECOMMENDED FUNDING FOR COMMUNITY GRANTS ARTS & MUSIC - FY 2018*



*All amounts shown are estimates and are subject to change depending on final FY 2018 funding availability as appropriated by Council and/or Congress

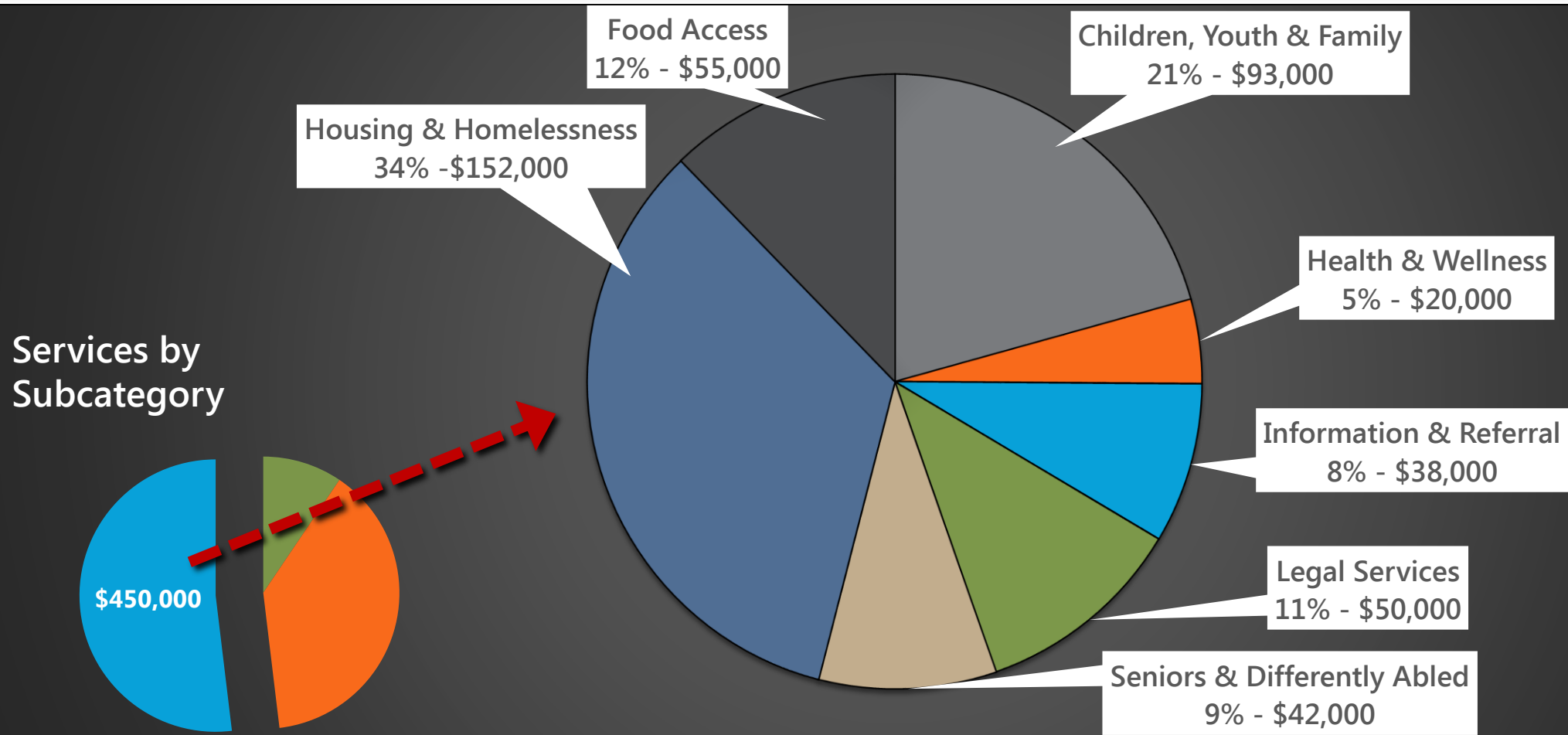
RECOMMENDED FUNDING FOR COMMUNITY GRANTS JOBS, INFRASTRUCTURE & ECON. DEV. - FY 2018*

Jobs, Infrastructure, Economic Development
by Subcategory



*All amounts shown are estimates and are subject to change depending on final FY 2018 funding availability as appropriated by Council and/or Congress

RECOMMENDED FUNDING FOR COMMUNITY GRANTS SERVICES – FY 2018*



*All amounts shown are estimates and are subject to change depending on final FY 2018 funding availability as appropriated by Council and/or Congress

COMMUNITY SERVICES COMMISSION (CSC)

Commissioners

- Todd Davis
- Diane Fagalde
- Lisa Glover-Gardin
- Saira Guzman
- Antonio Isais
- Janet Kassouf
- Kingsley Macmadu
- Julie Roche
- I. Elizabeth Samayoa
- Rachel Zargar

Chairpersons

- Ray Bonilla Jr. - (Chair)
- Crystal Araujo - (Vice-Chair)
- Neha Balram - (Parliamentarian)
- Linda Moore - (Services Committee)
- Arzo Mehdavi - (Infrastructure Chair)

COMMISSIONER HOURS SERVED TO CREATE FY 2018 RECOMMENDATIONS

Activity	CSC Members	Minutes Served	Freq.	Totals
Commission funding deliberations	16	30	3	1440
Arts & Music applicant interviews	5	240	1	1200
Services applicant interviews	5	810	1	4050
Jobs/Infrastructure/ED applicant interviews	3	180	1	540
Individual reading and evaluation of applications	16	10	36	5760
		Minutes served		12990
		Hours served		216.5

RECOMMENDATIONS

FISCAL YEAR 2018

ARTS & MUSIC CATEGORY



ARTS & MUSIC CATEGORY

FISCAL COORDINATOR

PROPOSAL

Arts & Music Fiscal Coordination

Fiscal Coordinators may use up to 10% of sub-recipients' grant awards for grant management and administration. Hayward Area Historical Society is the lead organization on the collaborative Arts and Music application (\$81,955 total), and will assume fiscal coordinator responsibilities for seven sub-recipient projects.

**RECOMMENDED
FY 2018 AWARD:
\$8,195**

RECIPIENT: HAYWARD AREA HISTORICAL SOCIETY

ARTS & MUSIC CATEGORY

VISUAL ARTS

PROPOSAL

Art Galleries and Art Education Programs

Agency will provide art education programs and operate five art galleries in Hayward:

1. Foothill Gallery
2. John O'Lague Galleria
3. Chamber of Commerce
4. Hayward Senior Center
5. Alameda County Law Library Gallery

**RECOMMENDED
FY 2018 AWARD:
\$18,134**

SUB-RECIPIENT: HAYWARD ARTS COUNCIL

ARTS & MUSIC CATEGORY

VISUAL ARTS

PROPOSAL

Art Gallery and Art Education Programs

Agency will provide visual and performing art exhibitions and educational programs that reflect the diversity of Hayward and the surrounding areas. Agency will offer a range of free exhibits and low cost ancillary education programs that bring art to the community, and inviting the public into the gallery through interesting and affordable programs.

**RECOMMENDED
FY 2018 AWARD:
\$30,195**

SUB-RECIPIENT: SUN GALLERY

ARTS & MUSIC CATEGORY

MUSICAL PERFORMANCE

PROPOSAL

Band and Orchestra Festival

Agency will partner with Hayward Unified School District music teachers to offer the the Hayward Band and Orchestra Festival program in Hayward high schools, middle schools, and elementary schools. The program assembles instrumental music students to practice and perform orchestral music under the guidance and instruction of conductors and music educators.

**RECOMMENDED
FY 2018 AWARD:**

\$8,140

SUB-RECIPIENT: HAYWARD ARTS COUNCIL

ARTS & MUSIC CATEGORY

MUSICAL PERFORMANCE

PROPOSAL

Public Music Performances

Agency will provide five free Sunday concerts in Memorial Park during the summer months of 2017. Agency's 40 member musical group is comprised of professional musicians. Agency's performances will include Classical, Popular, Big Band, Jazz, Rock, Musicals, Latin, and Contemporary music genres. Agency will perform a range of musical selections from the early 1700's to the present day.

**RECOMMENDED
FY 2018 AWARD:
\$15,000**

SUB-RECIPIENT: HAYWARD MUNICIPAL BAND

ARTS & MUSIC CATEGORY

MUSIC EDUCATION

PROPOSAL

Music is Fun! Program

Agency will partner with Hayward schools to offer interactive “Music is Fun! Educational Elementary School Assembly Program”. The program provides accessible classical music with a question-answer opportunity and features in-depth exploration and learning about each instrument's unique acoustical profile.

**RECOMMENDED
FY 2018 AWARD:
\$6,898**

SUB-RECIPIENT: PACIFIC CHAMBER SYMPHONY

ARTS & MUSIC CATEGORY

MUSIC EDUCATION

PROPOSAL

Scholarships for Youth Orchestral Musicians

Agency will provide scholarships for Hayward youth orchestral musicians to participate in the Youth Orchestra of Southern Alameda County (YOSAC). Scholarships provide Hayward youth musicians needed access to gain exposure to more orchestral literature and to practice and participate in a large orchestral setting that includes students from surrounding cities

**RECOMMENDED
FY 2018 AWARD:**

\$3,628

SUB-RECIPIENT: YOUTH ORCHESTRA OF SO. ALAMEDA COUNTY

RECOMMENDATIONS

FISCAL YEAR 2018

JOBS, INFRASTRUCTURE, & ECONOMIC DEVELOPMENT CATEGORY



JOBS, INFRASTRUCTURE, & ECONOMIC DEVELOPMENT

EMPLOYMENT DEVELOPMENT

PROPOSAL

Child Care Business Development and Training

Agency will recruit, train, and assist six low income Hayward residents to start their own family child care businesses. Support will include assisting residents to successfully apply for family child care (FCC) licenses required to start their businesses. Program also includes ongoing training and support to six existing FCC providers.

**RECOMMENDED
FY 2018 AWARD:
\$30,000**

RECIPIENT: COMMUNITY CHILD CARE COUNCIL (4-C'S)

JOBS, INFRASTRUCTURE, & ECONOMIC DEVELOPMENT

EMPLOYMENT DEVELOPMENT

PROPOSAL

Homeless Employment Program

Agency will provide employment training and job placement for homeless and formerly homeless individuals. Program provides team volunteer work experience, case management and job search skills classes. Participants work in teams to build confidence and job-readiness in preparation for transitioning to permanent, stable employment.

**RECOMMENDED
FY 2018 AWARD:
\$90,000**

RECIPIENT: DOWNTOWN STREETS TEAM, INC.

JOBS, INFRASTRUCTURE, & ECONOMIC DEVELOPMENT

EMPLOYMENT DEVELOPMENT

PROPOSAL

Youth Employment Training

Agency will provide computer repair training and follow-up job placement services to twenty-four high-risk, low-income Hayward youth. Training and certification courses extend three months, followed by job placement creating stable employment through the development of marketable job skills.

**RECOMMENDED
FY 2018 AWARD:
\$40,000**

RECIPIENT: ELEVATING SOULCIETY

JOBS, INFRASTRUCTURE, & ECONOMIC DEVELOPMENT

COMMUNITY FACILITY INFRASTRUCTURE

PROPOSAL

Facility Roof Replacement

Agency proposes to replace major system infrastructure of their primary service delivery facility site on A Street in Hayward. Agency is a peer-based resource organization that advocates and provides resources for people who are differently abled, in particular person with mobility challenges, to improve their lives and make communities fully accessible.

**RECOMMENDED
FY 2018 AWARD:
\$20,000**

RECIPIENT: COMMUNITY RESOURCES FOR INDEPENDENT LIVING

JOBS, INFRASTRUCTURE, & ECONOMIC DEVELOPMENT

COMMUNITY FACILITY INFRASTRUCTURE

PROPOSAL

Perimeter Fence and Retaining Wall

Agency proposes to replace major system infrastructure at their primary service delivery facility site on Calaroga Avenue in Hayward. Proposed infrastructure project includes replacement of a deteriorated perimeter security fence and construction of a retaining wall. Agency is a full service hospital and emergency room that provides indigent care to low income residents.

**RECOMMENDED
FY 2018 AWARD:**

\$55,233

RECIPIENT: ST. ROSE HOSPITAL FOUNDATION

JOBS, INFRASTRUCTURE, & ECONOMIC DEVELOPMENT

INFRASTRUCTURE – HOUSING FOR THE HOMELESS

PROPOSAL

Homeless Housing Development Project

Agency will conduct predevelopment activities to construct 52 units of new permanent supportive housing for homeless persons. Project includes 28 units of individual complete 'tiny homes' of approximately 200sf each, and 24 units of shared housing grouped in four single-story factory built single family homes with six bedrooms and two bathrooms each. Proposed project location is approximately 1.9 acres of property on Depot Road currently owned by a local non-profit organization which operates a drug rehabilitation center on the site.

**RECOMMENDED
FY 2018 AWARD:
\$80,000**

RECIPIENT: ABODE SERVICES

RECOMMENDATIONS

FISCAL YEAR 2018

SERVICES CATEGORY



SERVICES

CHILDREN AT RISK

PROPOSAL

Hayward Child Abuse Intervention

Agency will conduct 110 forensic interviews with Hayward victims of abuse including toddlers, children, teens, and adults with developmental disabilities, for evidence in court proceedings. Agency will provide related support to 75 caregivers. Agency will provide support to victims and witnesses of sexual and physical abuse and their families. Agency will facilitate and participate in multi-agency responses to abuse.

**RECOMMENDED
FY 2018 AWARD:
\$20,000**

**RECIPIENT: CHILD ABUSE, LISTENING, INTERVIEWING, AND
COORDINATION CENTER. (CALICO)**

SERVICES

FOOD ACCESS

PROPOSAL

Food Scholarships for Seven Food Pantries

Agency will provide “food scholarships” to Hayward food pantries and shelters the serve low-income Hayward residents. The Food Bank leverages food purchases by providing \$6 worth of food for every \$1 of “food scholarship” spent. Scholarships will be offered to the following Hayward member agencies:

- Bridge of Faith Church • Building Opportunity for Self Sufficiency • Christ Center Missionary • Magnolia Women • Salvation Army • South Hayward Parish • United Smith Memorial

RECIPIENT: ALAMEDA COUNTY COMMUNITY FOOD BANK

**RECOMMENDED
FY 2018 AWARD:
\$40,000**

SERVICES

FOOD ACCESS

PROPOSAL

Operational Support – Food Pantry

Agency will provide healthy food access to low-income Hayward residents through food pantry grocery distribution twice per week. Agency will provide general outreach and support to low-income Hayward residents and the homeless community.

**RECOMMENDED
FY 2018 AWARD:
\$15,000**

RECIPIENT: SOUTH HAYWARD PARISH

SERVICES

HOUSING AND HOMELESSNESS

PROPOSAL

Permanent Supportive Housing for Homeless

Agency will permanently house eight chronically homeless Hayward residents and provide supportive services to treat underlying causes of homelessness including mental illness, substance use, post traumatic stress, and other issues. Agency will provide outreach to homeless Hayward residents who have been identified as “high need, high impact” by police and emergency services including Hayward Police, Hayward Fire, and jurisdictional staff.

**RECOMMENDED
FY 2018 AWARD:
\$38,000**

RECIPIENT: ABODE SERVICES

SERVICES

HOUSING AND HOMELESSNESS

PROPOSAL

Family Homeless Shelter Services

Agency will operate a 22-bed emergency shelter for homeless families with children in Hayward. Service location is the Les Marquis House. The location serves 35-40 homeless families annually. Agency will also provide families assistance with permanent housing, children's enrichment programs, parenting classes, and case management to increase client income sources.

**RECOMMENDED
FY 2018 AWARD:
\$38,000**

RECIPIENT: FAMILY EMERGENCY SHELTER COALITION

SERVICES

HOUSING AND HOMELESSNESS

PROPOSAL

Shelter for Victims of Domestic Violence

Agency will operate an emergency shelter for homeless women and children who are survivors of domestic violence or human trafficking. Primary service site is a secure undisclosed Hayward location to protect victims. Agency will also provide wrap around services to support clients' transition back to permanent, safe housing.

**RECOMMENDED
FY 2018 AWARD:
\$38,000**

RECIPIENT: RUBY'S PLACE

SERVICES

HOUSING AND HOMELESSNESS

PROPOSAL

Tenants' Rights Services

Agency will provide legal services in defense of low-income Hayward tenants' rights and will prioritize actions against landlords who engage in lawful treatment of tenants. Agency will provide community outreach to educate and encourage tenants to come forward and report unlawful treatment by landlords. Agency will provide general legal support services to 105 Hayward households.

**RECOMMENDED
FY 2018 AWARD:
\$38,000**

RECIPIENT: CENTRO LEGAL DE LA RAZA

SERVICES

YOUTH DEVELOPMENT

PROPOSAL

Youth Summer Day Camp

Agency will provide 10 weeks of summer day camp for low-income Hayward children in grades pre-K through high school. Program will provide recreational and educational activities to encourage children to learn, grow and thrive in the summer months. Agency will provide childcare assistance to low-income families enrolled in program.

**RECOMMENDED
FY 2018 AWARD:
\$15,000**

RECIPIENT: EDEN AREA YMCA

SERVICES

YOUTH DEVELOPMENT

PROPOSAL

Health Career Training Program

Agency will provide low-income Hayward students hands-on exposure to health care careers through internships, workshops, and field trips. Program will provide academic enrichment and college preparation, as well as an individualized plan to education and career services. Program will provide wellness support and counseling services in addition to youth leadership development opportunities.

**RECOMMENDED
FY 2018 AWARD:
\$18,000**

RECIPIENT: ST. ROSE HOSPITAL FOUNDATION - FACES FOR THE FUTURE

SERVICES

YOUTH DEVELOPMENT

PROPOSAL

LGBTQ youth counseling & intervention

Agency will provide counseling and crisis intervention services to LGBTQ Hayward youth. Program will partner with Hayward schools to provide general in-school training and support to Hayward students on related issues including bullying, sensitivity and awareness. Program will provide individualized intervention services to Hayward LGBTQ youth in crisis.

**RECOMMENDED
FY 2018 AWARD:
\$30,000**

RECIPIENT: HORIZON SERVICES, INC.

SERVICES

YOUTH DEVELOPMENT

PROPOSAL

GED basic skills preparation

Agency will provide a General Educational Development (GED) basic skills preparation and certification training series to 86 low-income Hayward youth. Training series will provide all required tutoring services, licensing and materials to support basic skills deficient youth to earn GED certification.

**RECOMMENDED
FY 2018 AWARD:
\$10,000**

RECIPIENT: YOUTH ENRICHMENT SERVICES (YES)

SERVICES

INFORMATION AND REFERRAL

PROPOSAL

2-1-1 Call Line and Communication System

Agency will operate a free, multilingual phone line (2-1-1) that provides quality information and referral services to Hayward residents who are seeking assistance from and referral to health, housing and human services. Service is available 24/7 to all callers regardless of income or jurisdiction of residence County wide.

**RECOMMENDED
FY 2018 AWARD:
\$38,000**

RECIPIENT: EDEN INFORMATION AND REFERRAL

SERVICES

LEGAL SUPPORT

PROPOSAL

Violence Prevention and Legal Services

Agency will provide legal services to enable Hayward families to leave domestic violence situations without becoming homeless or experiencing further injury. Program will provide direct legal assistance to 65 families, including assistance obtaining court orders for 12 individuals, housing services to 10 individuals, and service referrals to 100 victims of domestic violence. Agency will expand services in Hayward specifically.

**RECOMMENDED
FY 2018 AWARD:
\$40,000**

RECIPIENT: FAMILY VIOLENCE LAW CENTER

SERVICES

LEGAL SUPPORT

PROPOSAL

Legal Services for Immigrants

Agency will provide legal services and perform educational workshops for low-income Hayward residents who are immigrants. Program will provide assistance navigating applications for citizenship, permanent residency, work authorization, and family based immigration. Agency will provide support seeking visas for Hayward residents who are survivors of crime and domestic violence.

**RECOMMENDED
FY 2018 AWARD:
\$10,000**

RECIPIENT: INTERNATIONAL INSTITUTE OF THE BAY AREA

SERVICES

SENIORS & THE DIFFERENTLY ABLED

PROPOSAL

Congregate Meal Program for Seniors

Agency will provide a Senior Nutrition Program at six meal sites in Hayward. Program will serve healthy lunches to low-income senior Hayward residents ages 60 and over in safe, clean and welcoming congregate meal settings. Agency will use awarded funding to purchase the food used to prepare the meals.

**RECOMMENDED
FY 2018 AWARD:**

\$22,000

RECIPIENT: SPECTRUM COMMUNITY SERVICES

SERVICES

SENIORS & THE DIFFERENTLY ABLED

PROPOSAL

Legal and Housing Services for Seniors

Agency will provide legal assistance to low-income seniors (age 60) who live in Hayward. Program will assist Hayward seniors with legal issues pertaining to elder abuse, guardianship of minor children, public benefits, immigration, health law, housing and property related concerns, and other legal areas.

**RECOMMENDED
FY 2018 AWARD:**

\$20,000

RECIPIENT: LEGAL ASSISTANCE FOR SENIORS

SERVICES

HEALTH AND WELLNESS

PROPOSAL

Positive Lifestyle – Mental Health Counseling

Agency will provide school based mental health services and support to low-income Hayward youth and families for treatment of mental and psychological health issues including family health and wellness, post-partum depression, and counseling for healthy relationships. Program will provide services to 400 individuals.

**RECOMMENDED
FY 2018 AWARD:
\$10,000**

RECIPIENT: TIBURCIO VASQUEZ HEALTH CENTER

SERVICES

HEALTH AND WELLNESS

PROPOSAL

HIV Early Intervention Program

Agency will provide early intervention services to HIV-positive Hayward residents who are newly diagnosed or out-of-care for over six months. Program will provide health counseling and referrals to support residents and improve long term health outcomes with HIV.

**RECOMMENDED
FY 2018 AWARD:
\$10,000**

RECIPIENT: TRI-CITY HEALTH CENTER

NEXT STEPS

- **May 2, 2017:** Public hearing. Adoption of FY 2018 Community Agency Funding Recommendations.
- **May 23, 2017:** Joint work session. Council + CSC committee to set priorities for FY 2019 funding.





CITY OF HAYWARD

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

File #: PH 17-023

DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Finance

SUBJECT

FY 2018 Master Fee Schedule/Fine and Bail Schedule

RECOMMENDATION

That Council approves the attached resolution amending the City's Master Fee Schedule and the Fine and Bail Schedule to include changes and updates as appropriate.

ATTACHMENTS

- | | |
|-----------------|---|
| Attachment I | Staff Report |
| Attachment II | Resolution |
| Attachment III | Building Fees |
| Attachment IV | Planning Code Enforcement Fees |
| Attachment V | Fee Comparison of Surrounding Jurisdictions |
| Attachment VI | Fee Impacts on Sample Projects |
| Attachment VII | RES 16-047 |
| Attachment VIII | Policy Plan Fee-survey of other cities |
| Attachment IX | Proposed Hanger Rates |
| Attachment X | Updates to Fine and Bail |
| Attachment XI | Master Fee Schedule |
| Attachment XII | Fine and Bail Schedule |



DATE: May 2, 2017

TO: Mayor and City Council

FROM: Director of Finance

SUBJECT: FY 2018 Master Fee Schedule/Fine and Bail Schedule

RECOMMENDATION

That Council approves the attached resolution amending the City's Master Fee Schedule and the Fine and Bail Schedule to include changes and updates as appropriate.

SUMMARY

As part of the annual budget process, City staff completes a review of Hayward's Master Fee Schedule to determine what adjustments, if any, are necessary to fees charged for services the City provides. Proposed fee changes will become effective July 1, 2017 – which is the beginning of the 2018 fiscal year. The City completed a comprehensive user fee study late last year and those fees were effective January 1, 2017. For the FY 2018 Master Fee Schedule/Fine and Bail Schedule, staff is presenting Council with necessary updates and changes.

The complete and detailed listing of fees is reflected in the proposed FY 2018 Master Fee Schedule http://www.hayward-ca.gov/sites/default/files/documents/FY2018_Master_Fee.pdf along with the FY 2018 Fine and Bail Schedule www.hayward-ca.gov/sites/default/files/FY_18_Fine_and_Bail_Schedule.pdf, which can be reviewed at the Office of the City Clerk, and on the City of Hayward's website at www.hayward-ca.gov.

BACKGROUND

The City maintains a Master Fee Schedule that identifies the fees for various City services. The Master Fee Schedule is based on the basic 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 limited or no direct benefit to the community. To the extent that the City uses general tax monies to provide services that it can 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 struggles to balance levels of service and the variability of demand, Council has become increasingly aware of subsidies provided by the General Fund for fees which do not recapture full costs.

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. The City completed smaller adjustments and modifications to the fee schedule (mostly cost of living adjustments and modifications to support Council policies) as part of the annual budget process.

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 Attorney

- Rent Stabilization Administrative Fees. Decreases the annual fee per Residential Unit from \$2.77 to \$1.33 and the annual fee per Mobile Home Space from \$1.32 to \$0.81. The Residential Rent Stabilization Ordinance’s annual program fee (“rental unit fee”) is imposed annually on each residential rental unit that is subject to the Residential Rent Stabilization Ordinance. The Mobile Home Space Rent Stabilization Ordinance’s annual program fee (“mobile home space fee”) is imposed on mobile home spaces that are subject to the Mobile Home Space Rent Stabilization Ordinance. Both residential and mobile home fees are based on rent stabilization program administration costs incurred during previous calendar year. They are service fees that are not subject to the voter or property owner approval procedures contained in Proposition 218. Costs that can be attributed exclusively to one ordinance or the other are so attributed. Costs common to the administration of both ordinances are divided proportionately based on the number of residential units or mobile home spaces in the City, which are subject to the ordinances. Most the rent program costs are recovered through the imposition of these fees.

City Clerk

- Increase in the Notary Service Fee: this is being increased from \$10.00 to \$15.00 per signature, as per State statute AB 2217 which became effective January 1, 2017.
- Change in Express Mail Fees for Passport Services Express Mail from City of Hayward to US Department of State is being changed from \$22.95 to \$23.75, due to a fee increase by the USPS. The Express Mail from State to Customer has been reduced from \$20.66 to \$15.45; this is a rate which is set by the US Department of State. This change was effective January 23, 2017.

Fee Type	Change From	Change To
Express Mail from City of Hayward to US Department of State	\$22.95	\$23.75
Express Mail from US Department of State to customer	\$20.66	\$15.45

Development Services

Following are the recommended fees for the Development Services Department for Fiscal Year 2018.

I. Building (Attachment III)

a. Tech Fee Increase from 3% to 6% of Building Permit Fees

- The funds collected by the technology fee are intended for two primary purposes:
 - To cover the cost of scanning approved plans and adding them to our permanent archives; and
 - To invest in new technology that will improve customer service (mobile devices field inspectors, permitting software, online permitting, e-plan check, etc.)
- Most cities in California have a technology fee. A recent survey conducted by staff compared the Technology Fee rates of surrounding jurisdictions for five sample projects and found that the average is 6% of the inspection or permit fee (Attachment V). Hayward currently charges 3%.
- Attachment VI shows how the proposed 3% tech fee increase, as well as the proposed Policy Planning Fee increase (+4%) as described later, would impact fees for five sample projects. In summary, such increases would result in an increase of total fees paid for projects of just over 1%.

- Increasing our Tech fee will help to provide funding to allow the City to implement electronic plan submittal and review. For projects that require plans, like the small home addition shown in Attachment VI, an electronic submittal could save the customer as much as \$200 in printing costs per project. For large projects, such as major tenant improvements or new commercial buildings, the savings in printing costs and travel time for plan submittals would be much higher.
- b. Increase General Plan Update Fee from 12% to 16% of inspection (permit) fee and rename to Policy Planning Fee (see discussion under Planning fees)
 - c. Inspection & Plan Check Edits
 1. Items #6 Address Assignment: The description for (a) and (b) are changing (see Attachment III in yellow). The fee stays the same, but staff is clearing up the confusion related to multiple addresses.
 2. Item #10 is an added section. The brace and bolt or Voluntary Seismic Retrofit is being added. The fee is set at a flat rate of \$147. This includes plan check and inspection. This is for clarity purposes - the rates did not change.
 3. Item #19 is now split between Residential Electrical and Item #20 (commercial electrical). See Attachment III for clarity purposes.
 4. Item #19(a) is being reduced from \$294.00 to \$220.50 (based on 1.5 hours for two inspections), due to customer complaints of this fee being out of line with neighboring jurisdictions and more realistic time needed for such inspections. Staff reset the hourly base inspection from two hours with two inspections to 1.5 hours for two inspections. If a re-inspection is necessary, the \$147 hourly rate would apply. This is a more appropriate, efficient, and fair approach.
 5. Item #19(c) is being reduced from \$514 to \$147 (based on a one-hour inspection), related to our fee being out of proportion with other cities and a reassessment of what is more realistic in terms of inspections and time. We reset the hourly base inspection from two hours to one. If a re-inspection is necessary, the \$147 hourly rate would apply. This is a more appropriate, efficient, and fair approach.
 6. Move line from #20 C. Minor Residential Electrical Permit (final only- no rough) each \$147 to section #19 Electrical permits as f. Minor Residential Electrical Permits (final only - no rough)

7. Item #22(b) - Copies, Re-prints + Change of Contractor (b) is being reduced from \$147 to \$73.50. Based on a time assessment, this is more appropriate being based on one-half hour.
8. Items #24 Violation Fees - (b) through (e) are changing, based on hours (\$147 per hour) as opposed to items.

II. Planning (Attachment IV)

- a. **Increase General Plan Update Fee from 12% to 16% and rename to Policy Planning Fee**
 - Attachment VIII shows the fee rates of other jurisdictions for policy or long-range planning. Also, via Resolution 16-047 (Attachment VII), the City Council already authorized such fee increase, which was supposed to have been incorporated into the FY 17 fee schedule.
 - The proposed 4% increase would allow continued payback to the General Fund through the CIP for revenues borrowed to cover the cost of the 2040 General Plan Update, and to build a fund balance for a future General Plan update, expected to start in approximately 2035. Also, the fee revenues would provide funding to conduct other long-range or policy planning activities, including those related to the Complete Communities Council Initiative and those called out in the General Plan Implementation chapter, such as Industrial Zoning Regulations revisions, development of a Unified Development Code, and Form-Based Codes revisions.
- b. Add to page 18, 40. G. Landscape Inspection and/or Re-inspection Fee of the hourly rate of \$164 (the master fee study indicated an hourly rate for Planning of \$163.58).
- c. **Adjust #32 Grading Permit: Changed from \$1,635.00 to \$4,000.00 Time and Materials with Initial Deposit**
 - Flat rate does not account for administrative costs incurred by Planning and the variables associated with grading permits. A better cost recovery process is to charge a deposit and then have an account to charge to for staff time for review and inspections.
- d. **Adjust and better define #35 Encroachment Permit Application – Major Work (road closures, traffic control, more than 500 linear feet of work, etc.): changed from \$2,435.00 to \$4,000.00 Time and Materials with Initial Deposit**
 - Flat rate does not account for administrative costs incurred by Planning and the variables associated with grading permits. A better cost recovery process is to charge a deposit and then have an account to charge to for staff time for review and inspections.

- e. Adjust and better define #36 Encroachment Permit Application – Minor Work (sewer laterals, driveway widening, etc.): changed from \$1,308.00 to \$327.00 plus Public Works inspection fees
 - These simple permits only involve about 2 hours of Planning staff time [\$163.58 (hourly rate) x 2], in addition to the Public Works inspection fees. We do not want to overcharge residents/homeowners more than what actual costs are, but also want to be sure Planning recovers costs associated with the work done including intake, review and issuance of the permit.
- f. Delete #42 (egregious violations penalties), since those are shown in the Code Enforcement – Community Preservation fee schedule (and renumbered remaining/following fees in Planning schedule.)

III. Code Enforcement – Community Preservation Program

- A. Page 20 C. Code Enforcement – Fees are proposed to recover costs associated with code enforcement actions related to a variety of illegal activities.

6.	<u>Grading Permit</u>	
a.	Code violation illegal project, penalty fee may be applied daily	\$125
b.	Code Enforcement Investigation fees, for permit not yet obtained	\$2,000
7.	<u>Building Violation Fees</u>	
a.	Investigation Fee for work done without Permits (in addition to the regular permit fees)	200% of the Building Permit Fee
b.	Filing of Notice of Substandard or Hazardous Structure	\$147/hour
c.	Removal of Notice of Substandard or Hazardous Structure	\$147/hour
d.	Placards for Condemnation	\$147/hour
e.	Notice and Order	\$147/hour

Finance

Operating Permits

- Increase to Cabarets and Dance Licenses and Permits: to recover costs for Officers time.
 - a. Annual License (payable quarterly in advance) is currently \$24.00 per year and will be increased to \$315 per year to recover the 3 hours of Officer time.
 - b. Single Event Permit is updated from \$42.00 to \$105.00 to recoup one hour of Officer time.

Fire

Fire Prevention and Hazardous Materials

- Addition of Technology Fee: this new fee will add a 6% technology fee to the annual permits for Fire Prevention and Hazardous Materials and will be utilized to fund the proposed new permitting software system.

Police

Administration

- Increase to Vehicle Release Fee: Cost of Processing and report time to recover costs associated with this service. Currently the fee is \$33.00 and will be increased to \$235.00.
- Increase fee for Clearance Letters: Fee to cover costs for staff time from Investigations of approximately 1-2 hours and up to 30 minutes of staff time from Records Division. Fee is currently \$38.00 and will increase to \$143.00.
- Alcohol Sales – Special Event Permit increase: Fee is increasing from \$42.00 to \$304.00 to maintain consistency and cover costs as the other Alcohol Sales – Special Event Fee.

Animal Services

- Overall Decrease in Impound and Adoption Fees: Since Redemption fees are stacking, they may cause a hardship and prevent owners from being able to reclaim their pet which would increase the animal's length of stay in the shelter and increase board and care costs. Fees should be reasonable so that an owner can financially afford to redeem their pet. Some categories will have slight increases to maintain consistency in categories.

Fee	Current	Proposed
1. Impounding Charges		
a. (1) 1st impoundment	\$86.00	\$50.00
(2) 2nd impoundment within one year	\$81.00	\$75.00
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	\$30.00	\$15.00
3. Special Services – j. Microchip Insertion		
(1) Animal adopted from the Shelter	\$29.00	\$15.00
4. Animal License and Permit Fees		
a. Unsterilized dog or cat		
(1) Flat fee is for 1, 2 or 3 years depending on Rabies	\$16.00	\$17.00
c. Sterilized dog or cat license		
(1) Flat Fee is for 1, 2 or 3 years depending on Rabies	\$16.00	\$17.00
(2) Sterilized, license renewal	\$13.00	\$17.00
8. Hearing Fee: Hearing and inspection of property of owners of animals declared dangerous and potentially dangerous.	\$496.00	\$150.00

Public Works - Engineering & Transportation

Airport

- Increase in Hanger Fees: based on a survey of comparable airports in the San Francisco Bay Area and throughout the United States, the findings represent a significant increase in hangar rates. Monthly rental rate increases vary based on the type of hangar and the square footage, but in the latest study the increases range from 5 to 51%, with an average increase of 27.6%. In the past, by direction of Council, market rates have been reduced to make recreational flying more affordable, and Council could opt to make a similar adjustment in FY 2017. The total increase could also be implemented in steps. As such, staff recommends the increases be implemented at a not to exceed rate of ten percent annually (Attachment IX).
- New Airport Project Administration Fee: this fee funds the airport staff time necessary to review proposals for development projects, such as corporate aircraft hangars or commercial developments, submitted by private developers. In addition to a feasibility review, this fee covers staff time for initial consultation with the Federal Aviation Administration (FAA) and other agencies, determination of the financial capabilities and creditworthiness of the developer, preparation of staff reports for the Council Airport Committee (CAC) and the City Council, and initial negotiations for a lease agreement. This fee is \$5,000, payable in advance, and it is non-refundable.

Engineering & Transportation

- Addition of new penalty for public right-of-way: to cover Administrative and Construction staff investigative time for permit violations on work being done in a public right-of-way. This section previously only included a penalty for grading without a permit, however, the same investigative process and staff time apply to work in a public right-of-way without a permit.

Current: 7a. Public Works penalty for grading without a permit

Changed to:

7a. Public Works penalty for work in public right-of-way or grading without a permit.

FINE AND BAIL SCHEDULE

The Hayward Police Department is recommending an update (Attachment X) to the Fine and Bail Schedule (Attachment XII).

- Overall increase to parking fees: standardize all parking fees to \$75.00 based on time and motion (time needed to observe, document, and process citation). This applies to all fines currently at \$80.50 or below in the following range 5.02:5204a (excluding 6.26b).
- Update BART Commuter Parking Fee on designated streets: increase City issued fine (6.36b) from \$35.00 to \$55.00 to be consistent with BART's regional increase in fine amounts.

ECONOMIC IMPACT

Approval of the attached resolution will have a minor economic impact on our community in that only certain fees will be increased while some fees are being decreased. This action simply incorporates the fees associated with the prior policy direction into the Master Fee Schedule.

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 April 7, 2017 and April 14, 2017 and subsequently on April 21, 2017 and April 28, 2017 due to the continuance of the meeting date from April 18, 2017 to May 2, 2017. 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 Schedules will be updated and the fees will be effective as of July 1, 2017, to allow for the required sixty-day notice period.

Prepared and Recommended by: Dustin Claussen, Director of Finance

Approved by:

A handwritten signature in black ink, appearing to read 'K McAadoo', written in a cursive style.

Kelly McAadoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 17- _____

Introduced by Council Member _____

RESOLUTION ADOPTING THE FY 2018 MASTER FEE SCHEDULE THAT REFLECTS UPDATED FEES AND CHARGES FOR DEPARTMENTS IN THE CITY OF HAYWARD AND THE FINE AND BAIL SCHEDULE AND RESCINDING RESOLUTION NO. 16-195 AND ALL AMENDMENTS THERETO

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.

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), including the proposed Fine and Bail Schedule, is compliant.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby adopts changes in the Fine and Bail Schedule and certain changes in the Master Fee Schedule relating to fees and charges for all departments of the City of Hayward incorporated herein by reference; 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 Fine and Bail Schedule, and the applications thereof; and to that end the provisions of this Master Fee Schedule and the Fine and Bail Schedule shall be deemed severable.

BE IT FURTHER RESOLVED that Resolution No. 16-195, and all amendments thereto are hereby rescinded.

BE IT FURTHER RESOLVED that this resolution shall become effective as of July 1, 2017.

IN COUNCIL, HAYWARD, CALIFORNIA May 2, 2017

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

Development Services Department

3.21.17

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>	\$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:** \$ _____

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* \$165/hour

SOLID WASTE REVIEW FEE *Flat Rate* \$80

PLOT PLAN REVIEW FEE *Flat Rate per Plot* \$491

This only applies to production homes.

FIRE PLOT PLAN REVIEW FEE *Flat Rate per Plot* \$110

This only applies to production homes.

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 .06 = **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

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.

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.

Miscellaneous Permit Fees – Not Calculated by Valuation	Unit	Fee
1. Standard Hourly Rate (or fraction thereof) for Plan Check and Inspections	hourly	\$147/hour
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. Plot Plan Review and Processing (in addition to permit issuance fee)		\$441
6. Address Assignment		
a. Single Address or First in a Series	each	\$220.50
b. Each Additional Address on The Same Project	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. 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 (No Plan Check or Admin Costs)
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
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	Building Inspection Fee
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	\$147/ 100 feet
e. Gas Piping	Each 100 linear feet or fraction thereof	\$147/ 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	\$147
d. Additional Meter Reset (general electrical permit for first)	each	\$73.50
e. Temporary Power Installation	each	\$147
f. Minor Residential Electrical Permit (final only - rough and final highlighted)	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.

Building Inspection Fee

20. Electrical Permits – Commercial + Multi-Family

a. General Electrical Permit – <i>Commercial + Multi-Family</i> (rough and final)	each	\$441
b. Commercial E.V. charger (may require additional hourly plan review)	each	\$294
c. Minor Commercial Electrical Permit (final only- no rough)	each	\$220.50
d. Signs (illuminated exterior signage)	each	\$147

Additional Services and Violations – Not Calculated by Valuation

Unit

Fee

21. 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. 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	200% 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

B. PLANNING

1. Pre-Application Meeting ¹	No Charge	
2. Code Assistance Meeting ¹	No Charge	
3. 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
4. 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
5. Environmental/Technical Analysis (Contract) Consultant	\$	5,000 Time & Material; Initial Deposit ²
6. General Plan Amendment ¹	\$	12,000 Time & Material; Initial Deposit ²
7. Text Change to Zoning Ordinance ¹	\$	12,000 Time & Material; Initial Deposit ²
8. Rezoning and Prezoning (Including New or Major Modification to a Planned Development) ¹	\$	12,000 Time & Material; Initial Deposit ²
9. Rezoning (Planned Development Precise Plan or Preliminary Plan Minor Modification)	\$	6,000 Time & Material; Initial Deposit ²
10. Conditional Use Permit ¹	\$	6,000 Time & Material; Initial Deposit ²
11. Administrative Use Permit ¹		
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 Time & Material; Initial Deposit ²

12. Site Plan Review¹			
a. Processed Administratively	\$	2,000	Time & Material; Initial Deposit ²
b. Involving Public Hearing	\$	6,000	Time & Material; Initial Deposit ²
13. Variance/Warrants - Processed Administratively	\$	2,000	Time & Material; Initial Deposit ²
14. Variance/Warrants & Exceptions – Involving Public Hearing	\$	6,000	Time & Material; Initial Deposit ²
15. Modification of Approved Development Plan – Processed Administratively	\$	2,000	Time & Material; Initial Deposit ²
16. Modification of Approved Development Plan – Involving Public Hearing	\$	6,000	Time & Material; Initial Deposit ²
17. Extension of Approved Development Plan/Applications	\$	1,000	Time & Material; Initial Deposit ²
18. Designation of Historical or Architectural Significance¹	\$	6,000	Time & Material; Initial Deposit ²
19. 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
20. Written Verification of Zoning Designation or Similar Request	\$	500	Per Application
21. Research	\$	164	per hour after first 15 minutes

22. Zoning Conformance Permit

a Tier One: Apiaries, Unattended Collection Boxes	\$	210 Per Application
b Tier Two: Household Pets (when required)	\$	53 Per Application

23. 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, Bunting, 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

24. Sign Program

\$ 817

25. Appeal Fee for Applicant

\$ 6,000 Time & Material;
Initial Deposit²

26. Appeal Fee Other Than Applicant

\$ 400

27. 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

28. Final Parcel Map

\$ 2,000 Time & Material;
Initial Deposit²

29. Final Tract Map

\$ 6,000 Time & Material;
Initial Deposit²

30. Lot Line Adjustment

\$ 4,000 Time & Material;
Initial Deposit²

31. Certificate of Merger or Certificate of Compliance

\$ 4,000 Time & Material;
Initial Deposit²

32. Grading Permit Application

\$ 4,000 Time & Material;
Initial Deposit²

33. Security Gate Application

\$ 1,635

34. Encroachment Permit – Street Events \$ 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. Encroachment Permit Application – Major Work (road closures, traffic control, more than 500 linear feet of work, etc.) \$ 4,000 Time &Material; Initial Deposit²

36. Encroachment Permit Application – Minor Work (sewer laterals, driveway widening, etc.) \$ 327 Plus Public Works inspection fee

38. Tree Preservation

a. Annual Pruning Certification \$ 817

b. Tree removal/pruning \$ 490

39. Mobilehome Park Closure/Change of Use \$ 9,814

40. Inspections - Planning and Landscape

a. Code Enforcement Compliance Inspection Fee \$ 125

b. Landscape Inspection and/or re-inspection fee \$ 164 Per Hour

41. Policy Planning Fee 16% of Building Permit Fee

42. Park Dedication In Lieu Fees

a. Single-Family Detached	\$	11,953
b. Single-Family Attached	\$	11,395
c. Multi-Family (including accessory dwelling units)	\$	9,653

43. Affordable Housing Impact Fees

1. Ownership Residential Projects - 20 units or More		
a. Detached Dwelling Units		\$4.61/Square Foot of Habitable Space*
b. Attached Dwelling Units		\$3.87/Square Foot of Habitable Space*
2. Rental Residential Projects - 20 units or More		
a. Projects Receiving All Discretionary Approvals Prior to Dec. 31, 2015 and All Building Permits Prior to Dec. 31, 2017	No Fee	
b. All Other Projects		\$3.63/Square Foot of Habitable Space*

*Note: Affordable housing impact 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 10 percent, to \$5.06/sq. ft. of habitable space for detached dwelling units, to \$4.28/sq. ft. of habitable space for attached dwelling units, and to \$3.99/sq. ft. for rental units.

"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.

¹ It 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 professionals to address technical code questions.

² This is an initial deposit only. Hourly rate is \$163.58. 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	No Charge	+ \$400 penalty
c. Third Request	No Charge	+ \$800 penalty
d. "No Show" for Inspection Appointment	\$ 392	+ \$1,600 penalty

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	\$ 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

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

6. Grading or Encroachment Permit

a. Code violation illegal project, penalty fee may be applied daily	\$ 125
b. Code Enforcement Investigations fees, for permit not yet obtained	\$ 2,000

7. 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

C. 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 parcels**

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 De-regulation 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

Affordable Housing Impact Fees

1	Ownership Residential Projects—20 units or More	
	a. Detached Dwelling Units:—	\$4.00 per square ft of Habitable Space*
	b. Attached Dwelling Units:—	\$3.24 per square ft of Habitable Space*
2	Rental Residential Projects—20 units or More	
	a. Projects Receiving All Discretionary Approvals Prior to Dec. 31, 2015 and All Building Permits Prior to Dec. 31, 2017:	No Fee
	b. All Other Projects:—	\$3.24 per square ft of Habitable Space*

Notes: Affordable housing impact 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 10 percent, to \$4.40/sq. ft. of habitable space for attached dwelling units and to \$3.56/sq. ft. of habitable space for attached dwelling units and rental residential projects. "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.

This section will be deleted from the building section on page 13. Its being updated and added to planning, see planning section.

Fees Comparison of Surrounding Jurisdictions for Five Sample Projects

	Water Heater	200 sf residential addition	\$50,000 Tenant Improvement	New SFR 1,500 sf	New SFR 2,500 sf
City of Pleasanton	\$94.50	\$2,451.96	\$2,399.00	\$77,947.02	\$94,979.06
City of Union City	\$115.00	\$1,969.10	\$3,016.20	\$22,417.65	\$25,167.15
City of San Leandro	\$171.86		\$2,383.94 ¹		\$38,210.60 ²
City of Fremont	\$154.88				

¹ \$40,000 TI (versus \$50,000 TI)

² 2,000 sf (versus 2,500 sf)

City of Hayward (existing)	\$231.53	\$1,638.05	\$2,490.54	\$38,102.36	\$40,901.21
City of Hayward (with proposed 3% increase in Tech Fee and 4% increase in Community Planning Fee)	\$236.68	\$1,674.54	\$2,547.71	\$38,250.06	\$41,113.43
% Increase	2.2%	2.2%	2.3%	0.4%	0.5%

Note: City staff is continuing to work with Fremont and San Leandro to get the missing information.

	Water Heater	200 sf Residential Addition	\$50,000 Tenant Improvement	New 1,500 sf SFR	New 2,500 sf SFR
Total Fees Currently Paid* including Building Permit Fees of 12% General Plan Update Fee and 3% Tech Fee	\$231.53	\$1,638.05	\$2,490.54	\$38,102.36	\$40,901.21
Impact of recommended 4 % increase to Policy Planning Fee (total fee of 16% of Building Permit Fee)	\$2.94	\$20.85	\$32.67	\$84.40	\$121.27
Impact of recommended increase of 3% Tech Surcharge Fee (Total fee of 6% of Building Permit Fee increase)	\$2.21	\$15.64	\$24.50	\$63.30	\$90.95
Difference:	\$5.15	\$36.49	\$57.17	\$147.70	\$212.22
Total Fees with Recommended Fees Increases	\$236.68	\$1,674.54	\$2,547.71	\$38,250.06	\$41,113.43
% Increase in Total Fees:	2.2%	2.2%	2.3%	0.4%	0.5%

***TOTAL FEES INCLUDE:**

Water Heater: Permit Fee, Admin Fee, General Plan Update Fee (12% of Permit Fee), Tech Fee (3% of Permit Fee)

200 sq. ft. Residential Addition: Permit Fee, Plan check fees for Building and Fire and Planning, Admin Fee, General Plan Update Fee , Tech Surcharge Fee, SMIP Fee

\$50,000 TI Project: Permit Fee; Plan Check Fees for Building and Fire and Planning; Admin Fee; General Plan Update Fee, Tech Surcharge Fee; SMIP, Building Standards Fee

Single-Family Residence (SFR) Projects: Permit Fee; Plan Check Fees for Building and Fire and Planning; Admin Fee; General Plan Update Fee; Tech Surcharge Fee; SMIP Fee; Utilities Fees; Solid Waste Fees; Fire Inspection Fees; Construction Tax; Supplemental Building and Construction Improvement Tax; New Address Assignment Fee; Park Dedication In-Lieu Fee (Does not include School Impact Fee paid separately to the school district.)

HAYWARD CITY COUNCIL

RESOLUTION NO. 16-047

Introduced by Council Member Zermeño

RESOLUTION AUTHORIZING ADDITIONAL
FUNDING FOR THE DOWNTOWN SPECIFIC
PLAN PROJECT

WHEREAS, the City of Hayward was successful in 2014 in securing a \$950,000 grant through the Alameda County Transportation Commission (ACTC) for a new Downtown Specific Plan for Hayward, with a \$75,000 match requirement; and

WHEREAS, a contract between ACTC and the firm Dyatt & Bhattia was executed on March 2, 2015, and work on the Downtown Specific Plan was initiated; and

WHEREAS, it was determined for a variety of reasons that the contract with Dyatt & Bhattia should be terminated, and such contract was terminated by the Alameda County Transportation Commission in October of 2015; and

WHEREAS, another consultant team, led by Lisa Wise Consulting (LWC), has been selected as the new consultant team, and an additional \$230,000, in addition to the \$75,000 match, is needed for completion of the project per a new agreement with LWC; and

WHEREAS, City staff recommends that LWC be selected as the new firm; and

WHEREAS, ACTC staff has informed City staff that it will not contribute any more to the project beyond \$950,000 associated with the above-referenced grant; and

WHEREAS, City staff has identified, via a new Policy Planning Fee (equal to 16% of building permit fees), a way for the needed additional \$230,000 contribution to be paid back over the next three fiscal years, which will be proposed as part of the new Fiscal Year 2017 Master Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby approves an additional \$230,000, plus the previously approved \$75,000 match, for development by Lisa Wise Consulting of the Downtown Specific Plan and related implementation Code.

BE IT FURTHER RESOLVED that the City Council of the City of Hayward hereby directs the Finance Director to include the referenced new 16% Policy Planning Fee into the Fiscal Year 2017 Master Fee Schedule.

IN COUNCIL, HAYWARD, CALIFORNIA April 5, 2016

ADOPTED BY THE FOLLOWING VOTE:

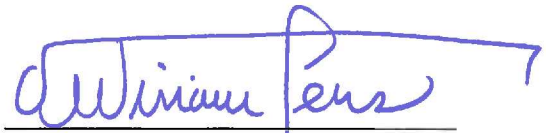
AYES: COUNCIL MEMBERS: Zermeño, Mendall, Jones, Peixoto, Lamnin, Márquez
MAYOR: Halliday

NOES: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

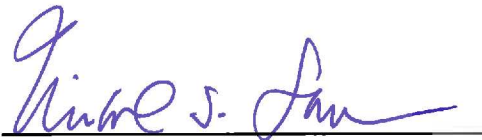
ABSENT: COUNCIL MEMBERS: None

ATTEST:



City Clerk of the City of Hayward

APPROVED AS TO FORM:



City Attorney of the City of Hayward

DEVELOPMENT SERVICES DEPARTMENT
GENERAL PLAN FEE RESEARCH

CITY	COUNTY	FEE	PERMIT TYPE	RESEARCH NOTES
PERMIT FEE MODEL				
BERKELEY	ALAMEDA	15%	PERMITS, ZONING, ADMINISTRATIVE USE PERMITS	COMMUNITY PLANNING FEE FOR GENERAL PLAN AND ZONING ORDINANCE MAINTENANCE 15% SURCHARGE ON ZONING CERTIFICATES, ADMINISTRATIVE USE PERMITS, AND USE PERMITS
FREMONT	ALAMEDA	15%	BUILDING & PLAN CHECK PERMITS	011.4110.3739 O. COMMUNITY PLANNING FEE (RES. 2005-43) COMMUNITY PLANNING FEE IS ASSESSED TO RECOVER A 15% OF BUILDING PORTION OF THE COSTS ASSOCIATED WITH ANNUAL MAINTENANCE PERMIT FEES* AND COMPREHENSIVE UPDATES TO THE GENERAL PLAN AND ZONING ORDINANCE. THIS FEE IS IMPOSED ON ALL BUILDING AND PLAN CHECK PERMITS ISSUED. *FOR THE PURPOSE OF THIS COMMUNITY PLANNING FEE, THE TERM "BUILDING PERMIT FEES" SHALL MEAN ALL FEES REQUIRED BY MASTER FEE SCHEDULE SECTION VII(C); PROVIDED, HOWEVER, THE TERM "BUILDING" SPECIFICALLY EXCLUDES THE FOLLOWING FEES: (1) BUILDING CODE APPLICATION FEE (VII(C)(2)(A)(1)); (2) GENERAL FEES (VII(C)(1); AND (3) MISCELLANEOUS BUILDING INSPECTION FEES.
SAN LEANDRO	ALAMEDA	0.30%	PLANNING PERMIT FEE	COMMUNITY PLANNING FEE (FOR COMMERCIAL, INDUSTRIAL & RESIDENTIAL PROJECTS) - 0.3% OF TOTAL VALUATION OF CONSTRUCTION OF WORK
ANTIOCH	CONTRA COSTA	\$187.00	BUILDING FLAT FEE	GP COST RECOVERY FEE: \$ 187.00 PER NEW SINGLE FAMILY CONSTRUCTION. THIS FEE IS NOT GENERATING ENOUGH FEES TO REDUCE THE BURDEN ON THE GENERAL FUND. LAST FISCAL YEAR, ONLY 68 NEW HOMES BUILT: \$12,716.00
RICHMOND	CONTRA COSTA	0.1875%	BUILDING PERMIT FEE	COMPREHENSIVE PLANNING FEE ON ALL BUILDING PERMIT FEES
LA CANADA	LOS ANGELES	5%	BUILDING PERMIT FEE	GENERAL PLAN MAINTENANCE: 5% SURCHARGE ON ALL BUILDING PERMIT FEES TO RECOVER 50% OF THE COSTS
SAN RAFAEL	MARIN	35.5%	BUILDING PERMIT FEE	10.13.40 GENERAL PLAN MAINTENANCE 35.5% SURCHARGE ON BUILDING PERMITS (05.02.00) FOR UPDATING GENERAL PLAN ELEMENTS (9.6%) AND IMPLEMENTING EXISTING PLAN (25.9%)*
SAN MATEO	SAN MATEO	0.39%	BUILDING PERMIT FEE	GP MAINTENANCE FEE - BUILDING PERMITS
SANTA BARBARA	SANTA BARBARA	11%	BUILDING PERMIT FEE	GROWTH MANAGEMENT/GENERAL PLAN UPDATE FEE 11% OF TOTAL PERMIT FEE (THIS FEE APPLIES ONLY TO PROJECTS THAT CREATE NEW SQUARE FOOTAGE OR THE DEMOLITION AND REBUILDING OF EXISTING SQUARE FOOTAGE. CHILD CARE CENTERS AND 100% AFFORDABLE RESTRICTED HOUSING PROJECTS ARE EXEMPT FROM THIS FEE.
SANTA CLARA	SANTA CLARA	PERMIT FEE RESERVES	BUILDING PERMIT FEE	GENERAL PLANNING ACTIVITIES IS FUNDED BY BUILDING PERMIT FEE RESERVES
VALUATION FEE MODEL				
EMERYVILLE	ALAMEDA	0.50%	CONSTRUCTION VALUATION	GENERAL PLAN MAINTENANCE 0.50% OF CONSTRUCTION VALUATION APPLIED TO ALL PERMITS EXCEPT SOLAR PANELS.
UNION CITY	ALAMEDA	\$1/\$1,000 (VALUATION)	CONSTRUCTION VALUATION	ALL BUILDING PERMITS: GENERAL PLAN COST RECOVER FEE - \$1.00/\$1000 VALUATION
CONCORD	CONTRA COSTA	0.31%	BUILDING PERMIT VALUATION	GENERAL PLAN AND ZONING ORDINANCE REIMBURSEMENT: (.0031 X BUILDING PERMIT VALUATION) (7-1-10)
ROSS	MARIN	\$2/\$1,000 (VALUATION)	CONSTRUCTION VALUATION	GENERAL PLAN MAINTENANCE FEE \$2/\$1,000 VALUE (COLLECTED AT ISSUANCE OF BUILDING PERMIT)
GALT	SACRAMENTO	0.31%	CONSTRUCTION VALUATION	POLICY DOCUMENT MAINTENANCE AND REVISION (RECOVERY FEE) 0031 X UBC PERMIT VALUATION
BELMONT	SAN MATEO	0.25%	BUILDING VALUATION	GENERAL PLAN MAINTENANCE FEE % OF BUILDING VALUATION
DALY CITY	SAN MATEO	0.50%	TOTAL VALUATION	GENERAL PLAN MAINTENANCE FEE: 0.50% OF VALUATION FOR ALL BUILDING PERMITS
PALO ALTO	SANTA CLARA	\$0.55/\$1,000 (VALUATION)	CONSTRUCTION VALUATION	COMPREHENSIVE PLAN MAINTENANCE FEE (COLLECTED AT BUILDING PERMIT ISSUANCE)
SUNNYVALE	SANTA CLARA	0.15%	TOTAL VALUATION	GENERAL PLAN MAINTENANCE: 0.15% OF THE TOTAL VALUATION (CHARGED FOR ALL PROJECTS OTHER THAN RESIDENTIAL REMODELS)
DIXON	SOLANO	\$1/\$1,000 (VALUATION)	CONSTRUCTION VALUATION	GENERAL PLAN UPDATE - FEE IS BASED ON \$1.00 PER EVERY \$1,000 OF PROJECT VALUATION

FY 2018 Proposed Hanger Rates

HANGARS	IDENTIFICATION	SIZE SF	CURRENT RATE	MARKET RATE 2017	CHANGE (+ -)%	PROPOSED RATE FOR FY18
Small T-Hangar	Row A	810	\$242	\$330	+36	\$266
Standard T-Hangar	Rows B-P	912	\$340	\$515	+51	\$374
Large T-Hangar	Row Q	1,058	\$466	\$575	+23	\$513
Small Executive		2,401	\$848	\$890	+5	\$890
Standard Executive		3,300	\$1,119	\$1,465	+31	\$1,231
Large Executive		3,600	\$1,221	\$1,465	+20	\$1,343

HANGAR STORAGE ROOM	IDENTIFICATION	SIZE SF	CURRENT RATE	MARKET RATE 2017	CHANGE (+ -)%	PROPOSED RATE FOR FY18
Small, Man Door	Bldg A	195	\$71	\$71	+0	\$71
Medium, Man-door		265	\$90	\$104	+16	\$99
Large, Man-door		530	\$174	\$210	+21	\$191
Large, Man-door w/Sliding Door	Bldgs N, O, P	530	\$174	\$210	+21	\$191
Extra Large, Man-door w/Sliding Door	Bldg Q	645	\$222	\$255	+15	\$244
Office Spaces		450	\$647	\$650	+0.005	\$650

Updates to Fine and Bail Schedule

		<u>Current</u>	<u>Proposed</u>
<u>Hayward Traffic Code</u>			
6.01.1	No Parking - Red Curb Zone	67.50	\$75.00
6.01.2	Yellow Curb, Loading Zone	67.50	\$75.00
6.01.3	White Curb, Passenger Loading Zone	67.50	\$75.00
6.01.4	Green Curb Zone - Over Time Limit	77.50	\$75.00
6.05	Parking in Alley	67.50	\$75.00
6.23	Municipal Lot/City Property Special Restrictions	67.50	\$75.00
6.30	Over Time Limit	77.50	\$75.00
6.35	Not Parked within Designated Space	67.50	\$75.00
<u>Section</u>	<u>Offense</u>	<u>Bail</u>	
6.36(a)	Residential Permit Parking only	75.00	\$75.00
6.36(b)	BART Commuter Parking on Designated Streets	35.00	\$55.00
6.37	Driving Off Interstate Truck Route	63.50	\$75.00
8.10	Double Parked	67.50	\$75.00
8.11	No Parking in Parkways	67.50	\$75.00
8.12	Parked on Street over 72 Hours	77.50	\$75.00
8.17	Narrow Street Posted No Parking	67.50	\$75.00
8.18	Parked on Hill, Wheels not Curbed	67.50	\$75.00
8.20.3	Posted No Parking	67.50	\$75.00
8.20.4	No parking - Street Sweeping Zone	75.00	\$75.00
8.21	Not 18", not Parallel to Left Side One Way	67.50	\$75.00
8.22	Parked at Angle	67.50	\$75.00
8.30	Temporary No Parking Area	67.50	\$75.00
8.39	Leaving Attended Parking Lot without Paying	77.50	\$75.00
8.50	Blocking Crosswalk	67.50	\$75.00
<u>California Vehicle Code</u>			
21113a	Violate Restriction on School Grounds, etc.	67.50	\$75.00
22500a	No Parking in an Intersection	67.50	\$75.00
22500b	Parked Across Crosswalk	67.50	\$75.00
22500d	Parking W/I 15' of Fire Station Driveway	77.50	\$75.00
22500e	Parked Blocking Driveway	67.50	\$75.00
22500f	Parked on Sidewalk	67.50	\$75.00
22500g	Parked Adjacent To or Opposite Street Excavation	67.50	\$75.00
22500h	Double Parked	67.50	\$75.00
22500j	No Parking in Tunnel or Tube	70.50	\$75.00
22500k	No Parking on a Bridge	70.50	\$75.00
22502a	Parked Wrong Side of Road/over 18" from Curb	70.50	\$75.00
22513	Tow Truck on Freeway	43.50	\$75.00
22514	Park w/in 15' of Fire Hydrant	80.50	\$75.00
22515	Unattended Vehicle with Motor Running	80.50	\$75.00
22521	Parking on or w/in 7.5' of Railroad Track	70.50	\$75.00
25300e	Warning Device Parked Vehicle	86.50	\$75.00
26708	Tinted windshield	35.50	\$75.00
26710	Defective windshield	35.50	\$75.00
27155	No gas cap	35.50	\$75.00
27465b	Bald tire	35.50	\$75.00
4000a	No evidence of current registration	60.50	\$75.00
40226	Dismissal of Handicap Citation	35.50	\$75.00
4462b	Display false tab	35.50	\$75.00
5200	No plate	35.50	\$75.00
5204a	Expired tags	35.50	\$75.00



Proposed Master Fee Schedule Fiscal Year 2018

Director of Finance: Dustin Claussen

Introduction and Proposition 26 Compliance and Review 1

All City Departments..... 2

City Attorney..... 5

City Clerk..... 6

City Manager

- A. Administrative Services..... 8
- B. Economic Development 8

Development Services Department

- A. Building Permit Fees 9
- B. Planning 15
- C. Code Enforcement – Community Preservation Program 20
- D. Code Enforcement – Rental Housing & Hotel Inspection Program..... 21

Engineering and Transportation

- A. Airport Services 22
- B. Engineering Services 25

Finance

- A. Assessment District Fees 28
- B. Operating Permits 29
- C. Miscellaneous Fees 29

Fire

- A. Fire Prevention 30
- B. Hazardous Materials Office 34
- C. New Construction Permits and Fees 36
- D. Miscellaneous Fees 38

Information Technology

- A. Video Technician 40
- B. GIS Maps 40

Library and Community Services

- A. General Schedule of Charges 41
- B. Administrative Services..... 41

Maintenance Services

- A. Hayward City Hall Rental 42
- B. Street Maintenance 44

Police

- A. Animal Control 45
- B. Police Administration..... 48

Utilities and Environmental Services..... 51

Glossary of Terms 67

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 practices 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) has been 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** \$20.00 each
- D. DISHONORED OR RETURNED PAYMENT FROM BANK OR CREDIT CARD**
- | | |
|--|--|
| 1. <u>If paid within 30 days of notification</u> | \$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 <http://housing.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 inches 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 inches x 17 inches | \$1.50 per page |

H. RESEARCH OR ANALYSIS OF RECORDS (involving more than 15 minutes) \$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 per visit

City Attorney**A. RENT STABILIZATION ADMINISTRATION**

1	Annual Fee per Residential Dwelling Unit	\$	1.33
2	Annual Fee per Mobile Home Space	\$	0.81

The fees set forth herein shall be payable immediately and shall be delinquent if not received by the Rent Review Office on or before 5 p.m., October 2, 2017 for Residential and Mobile home.

City Clerk

A. GENERAL SCHEDULE OF CHARGES

1.	Certification of Documents	\$ 13.00	for first page
		\$ 7.00	each succeeding pages
2.	Certificate of Residency	\$ 15.00	per issuance
3.	Photocopying of Public Records		
		\$ 0.50	per page for the first ten pages
a.	Black and White Copy	\$ 0.10	per page for each additional page
	8½ x 11 inches or 8½ x 14 inches		of same document
		\$ 1.00	per page for the first ten pages
b.	Black and White Copy	\$ 0.20	per page for each additional page
	11 inches x 17 inches		of same document
c.	Color Copy	\$ 0.75	per page
	8½ x 11 inches or 8½ x 14 inches		
d.	Color Copy	\$ 1.50	per page
	11 inches x 17 inches		
e.	Photocopying of FPPC Forms/Statements GC 81008	\$ 0.10	per page
4.	Reproduction of DVD of Meetings	\$ 20.00	per DVD
			administration fee + actual
a.	City Council		contractor's invoice charges
b.	Planning Commission		
5.	Publication of "Notice of Intent to Circulate a Petition for Municipal Initiative" (refundable if a sufficient petition is filed within one year) EC 9202 (b)	\$ 200.00	
6.	Election Year		
a.	Publication cost of the candidate's statement in the sample ballot pamphlet		actual printer cost
7.	Notary Service	\$ 15.00	per signature
			set by state statute
8.	Passport Service		

a.	Passport Fee	\$ 110.00	(age 16 and over);
		\$ 80.00	(under 16)
			(note: additional \$60 for expedited service)
			set by and payable to US Department of State
		\$ 25.00	set by US Department of State, payable to City of Hayward
b.	Passport Execution Fee	\$ 23.75	set by USPS, payable to City of Hayward
c.	Express Mail from City of Hayward to US Department of State		
d.	Express Mail from State to Customer	\$ 15.45	set by and payable to US Department of State
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. Annual Bonds Issue Fees			1/8 of 1% of bond amount
5. 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, - traffic control plan	\$	1,507.00	flat fee
6. Police clearance (filing)	\$	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) 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.	\$	1,500.00	Daily fee (extra labor, security, engineering or comparable cost are not included)
9. Filming at City Hall	\$	575.00	Daily fee (does not include cost of guard, janitorial and insurance).

Development Services Department**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>	\$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: \$ _____

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* \$165/hour

SOLID WASTE REVIEW FEE *Flat Rate* \$80

PLOT PLAN REVIEW FEE *Flat Rate per Plot* \$491

This only applies to production homes.

FIRE PLOT PLAN REVIEW FEE *Flat Rate per Plot* \$110

This only applies to production homes.

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 .06 = 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

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.

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. Attachment XI

Miscellaneous Permit Fees – Not Calculated by Valuation	Unit	Fee
1. Standard Hourly Rate (or fraction thereof) for Plan Check and Inspections	hourly	\$147/hour
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. Plot Plan Review and Processing (in addition to permit issuance fee)		\$441
6. Address Assignment		
a. Single Address or First in a Series	each	\$220.50
b. Each Additional Address on The Same Project	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. 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 (No Plan Check or Admin Costs)
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
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	Building Inspection Fee
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	\$147/ 100 feet
e. Gas Piping	Each 100 linear feet or fraction thereof	\$147/ 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	\$147
d. Additional Meter Reset (general electrical permit for first)	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.

**Building Inspection
Fee**

20. Electrical Permits – Commercial + Multi-Family

a. General Electrical Permit – <i>Commercial + Multi-Family</i> (rough and final)	each	\$441
b. Commercial E.V. charger (may require additional hourly plan review)	each	\$294
c. Minor Commercial Electrical Permit (final only- no rough)	each	\$220.50
d. Signs (illuminated exterior signage)	each	\$147

Additional Services and Violations – Not Calculated by Valuation**Unit****Fee****21. 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. 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	200% 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

B. PLANNING		
1. Pre-Application Meeting ¹	No Charge	
2. Code Assistance Meeting ¹	No Charge	
3. 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
4. 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
5. Environmental/Technical Analysis (Contract) Consultant	\$	5,000 Time & Material; Initial Deposit ²
6. General Plan Amendment ¹	\$	12,000 Time & Material; Initial Deposit ²
7. Text Change to Zoning Ordinance ¹	\$	12,000 Time & Material; Initial Deposit ²
8. Rezoning and Prezoning (Including New or Major Modification to a Planned Development) ¹	\$	12,000 Time & Material; Initial Deposit ²
9. Rezoning (Planned Development Precise Plan or Preliminary Plan Minor Modification)	\$	6,000 Time & Material; Initial Deposit ²
10. Conditional Use Permit ¹	\$	6,000 Time & Material; Initial Deposit ²
11. Administrative Use Permit ¹		
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 Time & Material; Initial Deposit ²

12. Site Plan Review¹		
a. Processed Administratively	\$	2,000 Time & Material; Initial Deposit ²
b. Involving Public Hearing	\$	6,000 Time & Material; Initial Deposit ²
13. Variance/Warrants - Processed Administratively	\$	2,000 Time & Material; Initial Deposit ²
14. Variance/Warrants & Exceptions – Involving Public Hearing	\$	6,000 Time & Material; Initial Deposit ²
15. Modification of Approved Development Plan – Processed Administratively	\$	2,000 Time & Material; Initial Deposit ²
16. Modification of Approved Development Plan – Involving Public Hearing	\$	6,000 Time & Material; Initial Deposit ²
17. Extension of Approved Development Plan/Applications	\$	1,000 Time & Material; Initial Deposit ²
18. Designation of Historical or Architectural Significance¹	\$	6,000 Time & Material; Initial Deposit ²
19. 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
20. Written Verification of Zoning Designation or Similar Request	\$	500 Per Application
21. Research	\$	164 per hour after first 15 minutes

22. Zoning Conformance Permit

a Tier One: Apiaries, Unattended Collection Boxes	\$	210 Per Application
b Tier Two: Household Pets (when required)	\$	53 Per Application

23. Sign Permits

a. Sign Permit (one business)	\$	327
b. Sign Permit (each additional business – same application)	\$	327
	\$	100 Fee Plus
c. Temporary Sign Permit (Banners, Flags, Streamers, Pennants, Bunting, Searchlights, Inflatable Signs, Human Signs)	\$	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

24. Sign Program

\$ 817

25. Appeal Fee for Applicant

\$ 6,000 Time & Material;
Initial Deposit²

26. Appeal Fee Other Than Applicant

\$ 400

27. 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

28. Final Parcel Map

\$ 2,000 Time & Material;
Initial Deposit²

29. Final Tract Map

\$ 6,000 Time & Material;
Initial Deposit²

30. Lot Line Adjustment

\$ 4,000 Time & Material;
Initial Deposit²

31. Certificate of Merger or Certificate of Compliance

\$ 4,000 Time & Material;
Initial Deposit²

32. Grading Permit Application

\$ 4,000 Time & Material;
Initial Deposit²

33. Security Gate Application

\$ 1,635

34. Encroachment Permit – Street Events	\$	2,944
The Development Services Director or designee may reduce or waive this fee for certain events. (<i>See Fee Reduction, Waiver, and Sponsorship for Special Events Policy</i>)		
35. Encroachment Permit Application – Major Work (road closures, traffic control, more than 500 linear feet of work, etc.)	\$	4,000 Time &Material; Initial Deposit ²
36. Encroachment Permit Application – Minor Work (sewer laterals, driveway widening, etc.)	\$	327 Plus Public Works inspection fee
38. Tree Preservation		
a. Annual Pruning Certification	\$	817
b. Tree removal/pruning	\$	490
39. Mobilehome Park Closure/Change of Use	\$	9,814
40. Inspections - Planning and Landscape		
a. Code Enforcement Compliance Inspection Fee	\$	125
b. Landscape Inspection and/or re-inspection fee	\$	164 Per Hour
41. Policy Planning Fee		16% of Building Permit Fee

42. Park Dedication In Lieu Fees

a. Single-Family Detached	\$	11,953
b. Single-Family Attached	\$	11,395
c. Multi-Family (including accessory dwelling units)	\$	9,653

43. Affordable Housing Impact Fees

1. Ownership Residential Projects - 20 units or More		
a. Detached Dwelling Units		\$4.61/Square Foot of Habitable Space*
b. Attached Dwelling Units		\$3.87/Square Foot of Habitable Space*
2. Rental Residential Projects - 20 units or More		
a. Projects Receiving All Discretionary Approvals Prior to Dec. 31, 2015 and All Building Permits Prior to Dec. 31, 2017	No Fee	
b. All Other Projects		\$3.63/Square Foot of Habitable Space*

*Note: Affordable housing impact 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 10 percent, to \$5.06/sq. ft. of habitable space for detached dwelling units, to \$4.28/sq. ft. of habitable space for attached dwelling units, and to \$3.99/sq. ft. for rental units.

"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.

¹ It 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 professionals to address technical code questions.

² This is an initial deposit only. Hourly rate is \$163.58. 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	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	\$ 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
--------	-------------

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
--------	------------

6. Grading or Encroachment Permit

a. Code violation illegal project, penalty fee may be applied daily	\$ 125
b. Code Enforcement Investigations fees, for permit not yet obtained	\$ 2,000

7. 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

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 parcels**

- | | |
|---|--------------------------|
| 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 De-regulation 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
----	-----

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 \$100.00

a. Hangar Space	<u>Monthly Charges</u>
(1) Row "A" T-Hangars	\$266.00
(2) Standard T-Hangars	\$374.00
(3) Large T-Hangars	\$513.00
(4) Exec	\$890.00
(5) Executive I Hangars	\$1,231.00
(6) Executive II Hangars	\$1,343.00
b. Hangar Storage Rooms	
(1) Small	\$71.00
(2) Medium	\$99.00
(3) Large	\$191.00
(4) Extra Large	\$244.00
(5) Office Spaces	\$650.00
c. 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
d. 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

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

e. (10) days of its due date (does not apply to daily rent).

- Beginning July 1, 1999 and continuing every other year (biennially) on odd numbered years (e.g., July 2001, July 2003), all aircraft parking and storage charges, (excluding outside tiedowns), for the ensuing twenty-four (24) month period shall be adjusted proportionally upward seventy-five percent (75%) of the percentage increase in the All Urban Consumers Price Index (CPI) for the San Francisco-Oakland-San Jose area of the United States Department of Labor, Bureau of Labor Statistics, from December to two (2) years prior to December of the applicable year. The computed adjusted rates shall be
- f. rounded to the nearest dollar.
 - g. Every four (4) years, staff will conduct a market analysis to ensure that hangar rents are consistent with the prevailing market rates. If analysis demonstrates that hangar rents require modification, such shall be accomplished during the next hangar adjustment period. Such rates shall be charged unless otherwise directed by Council.
 - h. 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.
 - i. 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 a 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.
 - j. 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

Initial Issue for Airport Tenants	Free
Initial Issue for non-direct Airport Tenants	\$35.00
Replacement	\$25.00

5 Hangar Padlock Keys

Duplicate Key			\$5.00
Re-key Padlocks			\$35.00
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:			
	Per Landing	Daily	Monthly
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)			\$60.00
Administration Fee for Exchange into Vacant Hangar			\$60.00
9 Tie-Down Exchange			
Administration Fee to Exchange tie-down spaces			\$25.00
10 Vacated Hangar Cleanup			
Cleanup and disposal of items, minimum charge of 2 hours			\$150.00
Additional hours, hourly rate			\$75.00
11 Ramp Sweeping Services, hourly rate			\$90.00
12 Maintenance Staff Service Charge per hour			\$75.00 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

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) 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 staking: 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

\$ 2,520.00 (Deposit – T&M)

4 Major Street Improvement Plan Review

5 Public Works Encroachment Permit Inspection Fees

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	\$ 425.00
	(3) Driveway, handicapped ramp, curb return	\$ 309.00
	(4) Planter strip fill (each property)	\$ 154.00
b.	Drainage	
	(1) Drainage system and appurtenance, first 100 linear feet	
	(2) Each additional 100 linear feet or fraction thereof	\$ 425.00
	(3) Drainage tie-in to existing structures	
	(4) Non-standard structures (other than above)	
	(5) Manholes, vaults, area drains, storm water inlets, other standard structures	\$ 541.00
	(6) Storm Water Interceptors	
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) Debris box placed in right-of-way	\$ 270.00
	(6) Sidewalk area obstruction fee, first week	\$ 579.00
	(7) Sidewalk area obstruction fee, each additional week or fraction thereof	\$ 115.00
	(8) Compaction tests - each test as required per hour	
d.	Monitoring well inspection and plan review	
	(1) First well	
	(a) Inspection	\$ 425.00
	(b) Plan Review	\$ 534.00
	(2) Each additional well at same site	
	(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,	\$ 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,	\$ 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	\$ 483.00
	(d) Each additional 100 feet or fraction thereof	\$ 309.00

g.	Additional Inspections For any public works encroachment permit on which an unreasonable number	\$ 270.00
----	--	-----------

6 Development Plan Review

a.	Industrial/Commercial	\$ 730.00
----	-----------------------	-----------

b.	Residential	\$ 360.00
----	-------------	-----------

7 Penalties

Failure to comply with this notice will result in further enforcement action by

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
----	--	-----------

Code Enforcement Investigation fees for permit not yet obtained

c.		\$ 2,000.00
----	--	-------------

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 so 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	\$94.00
b.	Annual Table Fee	\$8,693.00 per table
3.	<u>Closeout Sale Permit</u> (Reference HMC 6-4)	
a.	Initial Fee	\$24.00
b.	Renewal	\$24.00
4.	<u>Cabarets and Dance Licenses and Permits</u> (Reference HMC 6-2)	
a.	Annual License (payable quarterly in advance)	\$315.00 per year
b.	Single Event Permit	\$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 up to two residential or visitor permits)	\$18.00
b.	Each additional residential permit	\$6.00
c.	Each additional visitor permit	\$6.00
d.	Permit Replacement fee	\$11.00
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	\$15.00 per month
2.	Business Verification/Ownership Research	\$23.00 per business
3.	Parking Tax Offset Fee	\$2.50
4.	Online Credit/Debit Card Payment Transaction Fee	\$3.95 per transaction
5.	Business License Application Fee	\$25.00 per application
6.	Business License Technology Fee	\$10.00 per business
7.	Annual Business License Processing Fee	\$10.00 per record
8.	Customer Initiated Chargeback Fee	\$25.00 per chargeback

Fire Department

A. FIRE PREVENTION

Standard Hourly Rate		\$221.00
OVERTIME (AFTERHOUR INSPECTION)	per hour	\$331.00
Expedited Plan Review (2 hour minimum)	per hour	\$331.00
Each Hour Thereafter	per hour	\$316.00
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)		
LESS THAN 30 HEADS W/ NO HYDRO - Minor plan check required-only one inspection		\$663.00
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
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
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
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		
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 (105.6.32)	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 (105.6.26)	per permit	\$1,106.00
Covered Mall Buildings (105.6.9)	per permit	\$1,106.00
Open Burning (105.6.30)	per permit	\$1,106.00
Pyrotechnical Special Effects Material (105.6.36)	per permit	\$1,106.00
Temporary Membrane Structures, Tents and Canopies (105.6.43)		
Small Tent Structure (750 Sq. Ft. or less)	per permit	\$526.00
Large Tent Structure (751 Sq. Ft. or above)	per permit	\$647.00
Fire Safety Inspections	per application	\$885.00
Non-Compliance Inspections	per inspection	\$885.00
Outside Agency	per inspection	\$885.00
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	per facility	\$885.00
More than 100 Units	per facility	\$1,106.00
24 Hour Community Care Facilities		
7 to 49	per facility	\$829.00
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 extensio	\$110.00
Pre-Application/General Plan Review/Code Assistance	per meeting	\$885.00
Self Inspection Program	per facility	\$1,106.00
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		
Aerosol Products (105.6.1)	per year	\$1,106.00
Amusement Buildings (105.6.2)	per year	\$885.00
Aviation Facilities (105.6.3)	per year	\$885.00
Carnivals and Fairs (105.6.4)	per year	\$885.00
Cellulose Nitrate Film (105.6.5)	per year	\$885.00
Combustible Dust-Producing Operations (105.6.6)	per year	\$885.00
Combustible Fibers (105.6.7)	per year	\$885.00
Compressed Gases (105.6.8)	per year	\$885.00
Covered Mall Buildings (105.6.9)	per year	\$2,433.00
Cryogenic Fluids (105.6.10)	per year	\$885.00
Cutting and Welding (105.6.11)	per year	\$885.00
Dry Cleaning Plants (105.6.12)	per year	\$885.00
Exhibits and Trade Shows (105.6.13)	per year	\$885.00
Explosives (105.6.14)	per year	\$885.00
Fire Hydrants and Valves (105.6.15)	per year	\$885.00
Flammable and Combustible Liquids (105.6.16)	per year	\$885.00
Floor Finishing (105.6.17)	per year	\$885.00
Fruit and Crop Ripening (105.6.18)	per year	\$885.00
Fumigation or Thermal Insecticide Fogging (105.6.19)	per year	\$885.00
Hazardous Materials (105.6.20)	per year	\$885.00
HPM facilities (105.6.21)	per year	\$1,106.00
High-Piled Storage < 12000 SF (105.6.22)	per year	\$885.00
High-Piled Storage > 12000 SF (105.6.22)	per year	\$1,106.00
Hot-Works Operations (105.6.23)	per year	\$885.00
Industrial Ovens (105.6.24)	per year	\$885.00
Lumber Yards and WoodWorking Plants (105.6.25)	per year	\$885.00
Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.26)	per year	\$885.00
LP-Gas (105.6.27)	per year	\$885.00
Magnesium (105.6.28)	per year	\$885.00
Miscellaneous Combustible Storage (105.6.29)	per year	\$885.00
Open Burning (105.6.30)	per year	\$885.00
Open Flames and Torches (105.6.31)	per year	\$885.00

Open Flames and Candles (105.6.32)	per year	\$885.00
Organic Coatings (105.6.33)	per year	\$885.00
Places of Assembly < 300 (105.6.34)	per year	\$885.00
Places of Assembly > 300 (105.6.34)	per year	\$1,106.00
Private Fire Hydrants (105.6.35)	per year	\$885.00
Pyrotechnical Special Effects Material (105.6.36)	per year	\$885.00
Pyroxylin Plastics (105.6.37)	per year	\$885.00
Refrigeration Equipment (105.6.38)	per year	\$885.00
Repair Garages and Motor Fuel-Dispensing Facilities (105.6.39)	per year	\$885.00
Rooftop Heliports (105.6.40)	per year	\$885.00
Spraying or Dipping (105.6.41)	per year	\$885.00
Storage of Scrap Tires and Tire Byproducts (105.6.42)	per year	\$885.00
Technology Fee	per year	6% of annual permit fee
Tire-Rebuilding Plants (105.6.44)	per year	\$885.00
Waste Handling (105.6.45)	per year	\$885.00
Wood Products (105.6.46)	per year	\$885.00
Essential City Facilities	per year	\$885.00

FIRE DEPARTMENT 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

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.

Quantity Range*	Description	Fee Amount
1A	Storage of one (1) or more types Solid - up to 500 lbs (pounds) Liquid - up to 55 gallons Gaseous - up to 2,000 cubic feet at STP	\$234.00 per year
2A	Storage of one (1) or more types Solid - between 500 & 5,000 lbs Liquid - between 55 & 550 gallons Gaseous - between 200 & 2,000 cubic feet at STP	\$247.00 per year
3A	Storage of one (1) to five (5) types Solid - between 5,000 & 25,000 lbs Liquid - between 550 & 2,750 gallons Gaseous - between 2,000 & 10,000 cubic feet at STP	\$261.00 per year
3B	Storage of six (6) or more types Solid - between 5,000 & 25,000 lbs Liquid - between 550 & 2,750 gallons Gaseous - between 2,000 & 10,000 cubic feet at STP	\$289.00 per year
4A	Storage of one (1) to five (5) types Solid - between 25,000 & 50,000 lbs Liquid - between 2,750 & 5,000 gallons Gaseous - between 10,000 & 20,000 cubic feet at STP	\$302.00 per year
4B	Storage of six (6) or more types Solid - between 25,000 & 50,000 lbs Liquid - between 2,750 & 5,000 gallons Gaseous - between 10,000 & 20,000 cubic feet at STP	\$316.00 per year
5A	Storage of one (1) to five (5) types Solid - 50,000 pounds or more Liquid - 5,000 gallons or more Gaseous - 20,000 cu. ft. or more at STP	\$357.00 per year
5B	Storage of six (6) to ten (10) types	\$399.00 per year

Solid - 50,000 pounds or more
 Liquid - 5,000 gallons or more
 Gaseous - 20,000 cu. ft. or more at STP

5C	Storage of eleven (11) or more types Solid - 50,000 pounds or more Liquid - 5,000 gallons or more Gaseous - 20,000 cu. ft. or more at STP	\$413.00 per year
2.	Other CUPA Program Elements	
a.	Annual State Surcharges	
	1. CUPA Program Oversight	\$24.00 per facility
	2. Underground Storage Tanks (UST) Program	\$15.00 per UST
	3. CalARP Program	\$270.00 per site
	4. California Electronic Reporting System (CERS)	\$25.00 per facility
b.	Hazardous Waste Generator Program	
	1. Up to 27 gallons; 220 lbs generated per month	\$178 per year
	2. 28 to 270 gallons; 221 to 2,220 lbs per month	\$330 per year
	3. 271 gallons or more; 2,221 lbs or more per month	\$440 per year
c.	Hazardous Waste Treatment (Tiered Permit) Program	
	1. Permit by Rule (Fixed Units)	\$440.00 per facility per year
	2. Permit by Rule (Transportable units)	\$440.00 per facility per year
	3. Conditional Authorization	\$247.00 per facility per year
	4. Conditional Exemption, Specified Waste	\$220.00 per facility per year
	5. Conditional Exemption, Small Quantity Treatment	\$220.00 per facility per year
	6. Conditional Exemption, Commercial Laundry	\$220.00 per facility per year
	7. Conditional Exemption, Limited	\$220.00 per facility per year
d.	Hazardous Materials Business Plan (HMBP)	\$247.00 per facility per year
e.	Underground Storage Tank (UST) Program	\$1,239.00 for 1st UST per year \$536.00 per add'l UST per year
f.	Aboveground Petroleum Storage Act Program - Spill Prevention Control and Countermeasure Plan	\$302.00 per facility per year
g.	California Accidental Release Prevention (CalARP) Program	
	1. Small CalARP facility	\$2,560.00 per facility per year
	2. Large CalARP facility	\$2,643.00 per facility per year

C. NEW CONSTRUCTION PERMITS AND FEES

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
2. New Facility – No Construction	
a. Medium to Large	\$ 1,982.00
b. Small	\$ 991.00
3. Underground Storage Tank	
a. System Installation – VPH	\$ 4,171.00
b. Piping Installation	\$ 1,445.00
c. Piping Installation – VPH	\$ 1,175.00
d. UDC/Sump Installation	\$ 1,445.00
e. UDC/Sump Installation – VPH	\$ 1,775.00
f. System Removal	\$ 1,817.00
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
q. System Miscellaneous Component Repair – Minor – VPH	\$ 1,115.00
r. Temporary Closure	\$ 1,486.00
4. Aboveground Storage Tanks	
a. System Installation	\$ 1,239.00
b. System Removal	\$ 1,073.00
c. System Repair or Modification	\$ 949.00
5. 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
6. Meetings	
a. Code Assistance Meeting	\$ 413.00
b. Pre-Application Meeting	\$ 330.00

7. Request for Alternate Means of Protection (AMP)		
a. Review	\$	660.00

D. MISCELLANEOUS

1. 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
2. Contamination	
a. Staff oversight	\$165.00 per hour
3. 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
4. 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
5. California Environmental Reporting System Assistance Fee	\$165.00 per hour
6. California Environmental Reporting System Assistance Fee (after hours)	\$247.00 per hour
7. Technology Fee	6% of annual permit fee

PLAN REVIEW/CHECKING FEES - GENERAL

1. Planning Review Fee	\$165.00 per hour
2. Plan Checking Fee	\$165.00 per hour
3. Expedited Plan Checking Fee (Two hour minimum)	\$247.00 per hour

PLAN CHECKING FEES: UNDERGROUND STORAGE TANKS (UST) – VACUUM, PRESSURE, AND HYDROSTATICALLY (VPH) MONITORED SYSTEMS

1. UST Complete Installation/VPH Systems	\$3,433.00 per installation
--	-----------------------------

- | | |
|---------------------------------|-----------------------------|
| 2. UST Repair Major/VPH Systems | \$1,882.00 per installation |
| 3. UST Repair Minor/VPH Systems | \$940.00 per installation |

Information Technology**A. Video Technician**

Video services, including editing and duplication, provided for events

\$ 98.00 per hour

B. GIS Map Printing

\$ 76.00 per hour

Library and Community Services

A. GENERAL SCHEDULE OF CHARGES:

1	Overdue Fines:		
a.	Print material, videotapes and sound recordings	\$ 0.25	per day (maximum cost of item)
b.	DVD's	\$ 0.25	per day (maximum cost of item)
c.	Reference materials (return within 7 days)	\$ 3.00	per day (maximum cost of item)
d.	Billing Fee – reference materials (returns after 7 days)	\$ 75.00	
e.	Billing Fee – all others	\$ 20.00	
f.	Fine Limit (non-returns)		Original cost of item plus Billing and Processing Fees
2	Replacement of Lost/Damaged Pamphlet (includes \$0.50 for Barcode Replacement)	\$ 2.00	
3	Replacement of Lost/Damaged Audio/Visual Case		
a.	Multiple Cassettes/CD/DVD Cases	\$ 9.00	
b.	Cassette Bags	\$ 3.00	
c.	Single Compact Disc and DVD Cases	\$ 3.00	
d.	Video Cassette Cases	\$ 4.00	
e.	Video Booklet	\$ 3.00	
4	Agendas and Minutes – Library Commission	\$ 30.00	per year
	Inter-Library Loan (+ any charges imposed by the lending library)	\$ 5.00	
5	Processing fee for lost item in addition to original cost of item	\$ 6.00	
6			
7	Replacement of lost library card (borrower's card)	\$ 2.00	
8	Replacement lost/damaged bar codes	\$ 1.00	
9	Teacher Loan Box (includes \$0.50 for Barcode Replacement)	\$ 10.00	
10	Mailing of library materials		Cost of mailing
11	"Fines-Free" Library Loan Program Membership Fees		
a.	Extended loan of up to 3 items at-a-time	\$ 2.99	per month
b.	Extended loan of up to 5 items at-a-time	\$ 4.99	per month
c.	Extended loan of up to 10 items at-a-time	\$ 8.99	per month

B. ADMINISTRATIVE SERVICES

1	Community Services Commission Agenda	\$ 15.00	per year
2	Community Services Commission Minutes	\$ 15.00	per year

Maintenance Services Department

A. HAYWARD CITY HALL RENTAL

1. Fees for the use of Hayward City Hall, attached hereto and by this reference made a part hereof:

RENTAL RATES:

Rotunda**	\$675.00	Per Event
Pre-function Area**	\$408.00	Per Event
Plaza – Half Day Rental	\$470.00	4-Hour Rental
Plaza – Full Day Rental	\$517.00	All Day Rental
Council Chambers	\$470.00	Per Event
Security Admin Fee (plus security contract cost)	\$57.00	Per Event
Janitorial Admin Fee (plus janitorial contract cost)	\$57.00	Per Event
Portable Bar	\$76.00	Per Event
Sound System	\$133.00	Per Event
Insurance Admin Fee – City Purchased	\$79.00	Per Issuance
Insurance Admin Fee – Third Party	\$86.00	Per Issuance

**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 Charges and Fees (note all equipment fees are for one setup and per day)

- 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 Class Room 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:

Linen: Rental Fees: Fully draped (table legs covered):	Fee:
White, poly cotton - round tables	\$11.00
White, Poly cotton – Small Round Cocktail Tables	\$11.00
White, poly cotton – Square – (for pie shaped tables)	\$11.00
White, poly cotton - banquet drapes (5ft.)	\$15.00
White, poly cotton - banquet drapes (6ft.)	\$17.00
White, poly cotton - banquet drapes (8ft.)	\$21.00

B. 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>	<u>Fee</u>	<u>Penalty</u>
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	\$17.00
(1) Flat Fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate duration (not to exceed 3 years)	
(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
Pick-up and Disposal of Dead Animals from Veterinarian	
5 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

Property inspections (required prior to home quarantines and for the private retention of all animals declared

c. dangerous outside a City of Hayward hearing). \$72.00

7 Adoption Fees

RTO (minimum \$5.00)

The fees charged for dogs and cats offered for adoption shall be set by the Animal Services Manager. In no case

a. 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
Veterinary contract cost

c. Spaying and neutering (mandated for dogs and cats prior to adoption)

d. Administrative processing fee for the return of animals adopted from the shelter \$11.00

Hearing Fee: Hearing and inspection of property of owners of animals declared dangerous or potentially

8 dangerous. \$150.00

POLICE ADMINISTRATION

Any charges not specified below shall be established by State and/or Federal statutes.

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		
a)	Initial permit	\$241.00	
b)	Annual renewal	\$160.00	
c)	Lost permit replacement	\$80.00	
e)	Auto Sales/Repair Permit	\$160.00	
f)	Background investigation		Time & Motion
g)	Firearm dealers annual permit	\$1,294.00	
h)	Diversion program		Time & Motion

Any charges not specified below shall be established by State and/or Federal statutes.

i) Petty Theft Workshop	\$80.00 per participant
j) Other permit processing	Time & Motion
k) Alcohol Sales-Special Event Permits	\$304.00
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	\$185.00
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. 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	\$143.00 per letter
12 Vehicle Abatement	\$160.00 per vehicle
13 Prisoner Booking Fee	per prisoner
a. Cite & Release	\$89.00
b. Hold for Court	\$180.00
c. Transfer to Santa Rita	\$199.00
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.	

Any charges not specified below shall be established by State and/or Federal statutes.

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

Recovery of the cost of the public safety response to a "Social Host" ordinance violation using the fully burdened

d. cost allocation rate.

Time &
Motion

- | | |
|--|------------|
| 15 Firearms Range Maintenance Fees – apportions the upkeep of the firearms range among user law enforcement agencies over a fiscal year period | \$1,250.00 |
|--|------------|

- | | | |
|---|------------|------------------|
| 16 | | |
| 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 | |

Utilities & Environmental Services

1. SANITARY SEWER SERVICE CHARGES AND FEES

- a. Sewer System Connection Charge (Reference Hayward Municipal Code, Chapter 11, Article 3, Section 11-3.255)
- | | |
|--|------------|
| (1) Single family, duplex, triplex, and fourplex residential units, townhouses, and planned developments | \$7,700.00 |
| (2) 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 only from October 1, 2015 through September 30, 2017.

- b. 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

c. Sewer Service Charges (Reference Hayward Municipal Code, Chapter 11, Article 3, Section 11-3.450)

Eff. Oct 1, 2016

(1)	Single Family Home, Duplex, Triplex, Fourplex	\$29.80 per month \$59.60 payable bi-monthly
(2)	Lifeline Rate (water consumption of 500 cubic feet or less)	\$8.72 per month \$17.44 payable bimonthly
(3)	Economy Rate (water consumption of more than 500 cubic feet but less than 1,100 cubic feet)	\$17.45 per month \$34.90 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)	\$26.52 per month, per unit \$53.04 payable bi-monthly
(5)	Mobile Home Unit	\$20.86 per month \$41.72 payable bi-monthly

Commercial and Industrial Coded Users: The following service units shall apply to the corresponding User Classification Code (UCC) categories of usage:

Effective Oct 1, 2016

UCC	User Classification	Service Units *per 100 cu.ft.of water used (with irrigation meter)	Service units *per 100 cu ft. of water used (without irrigation meter)
2010	Meat Products	0.349	0.314
2011	Slaughterhouse	0.388	0.349
2020	Dairy Products Processor	0.287	0.258
2030	Canning and Packing	0.202	0.182
2040	Grain Mill	0.263	0.236
2050	Bakery	0.308	0.278
2070	Fats and Oils	0.191	0.172
2080	Beverage Bottling	0.185	0.166
2090	Food Manufacturing	0.686	0.617
2600	Pulp and Paper Product Manufac	0.23	0.207
2810	Inorganic Chemicals	0.314	0.283
2850	Paint Manufacturer	0.504	0.453
3110	Leather Tanning	0.667	0.6
3410	Fabricated Metal	0.096	0.087
5812	Eating Place (without interceptor)	0.308	0.278
5813	Eating Place (with interceptor)	0.238	0.214
7210	Commercial Laundry	0.181	0.163
7218	Industrial Laundry	0.279	0.251
9999	All other UCC, including motels, l	0.165	0.149

* One service unit = \$29.80

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 the domestic wastewater definition in the Regulations, as determined by the Director of Utilities & Environmental Services. The UCC designation of a particular industry may not necessarily correspond to the Standard Industrial Classification (SIC) which may be assigned for other purposes.

The following service charge shall apply to the corresponding User Classification Code (UCC) categories of usage:

Effective Oct 1, 2016

UCC	User Classification	Service Units *per 100 cu.ft.of water used (with irrigation meter)	Service units *per 100 cu ft. of water used (without irrigation meter)
2010	Meat Products	\$10.40	\$9.36
2011	Slaughterhouse	\$11.57	\$10.41
2020	Dairy Products Processor	\$8.54	\$7.69
2030	Canning and Packing	\$6.03	\$5.43
2040	Grain Mill	\$7.82	\$7.04
2050	Bakery	\$9.19	\$8.27
2070	Fats and Oils	\$5.69	\$5.12
2080	Beverage Bottling	\$5.50	\$4.95
2090	Food Manufacturing	\$20.44	\$18.39
2600	Pulp and Paper Product Manufac	\$6.87	\$6.18
2810	Inorganic Chemicals	\$9.36	\$8.43
2850	Paint Manufacturer	\$15.01	\$13.51
3110	Leather Tanning	\$19.87	\$17.88
3410	Fabricated Metal	\$2.87	\$2.58
5812	Eating Place (without interceptor)	\$9.19	\$8.27
5813	Eating Place (with interceptor)	\$7.10	\$6.39
7210	Commercial Laundry	\$5.39	\$4.85
7218	Industrial Laundry	\$8.30	\$7.47
9999	All other UCC, including motels, l	\$4.92	\$4.43

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 Utilities & Environmental Services. The UCC designation of a particular industry may not necessarily correspond to the Standard Industrial Classification (SIC) which may be assigned for other purposes.

(6) 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.

Eff. Oct 1, 2016

C _v = Treatment cost per hundred cubic feet of water	\$2.53
C _B = Treatment cost per pound of BOD	\$0.61
C _S = Treatment cost per pound of SS	\$0.75
M = 160 for users with separate irrigation meters; and 178 for users without separate irrigation meters.	

(2) The minimum fee for each user shall be that established for one (1) Service Unit per month

d. 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	\$2,581.00	\$1,760.00	\$645.00
Categorical Non-Significant	\$1,660.00	\$1,180.00	\$495.00
Non-Categorical Significant	\$1,687.00	\$1,215.00	\$485.00
Groundwater	\$1,109.00	\$594.00	\$367.00
Non-Sewered Credit	\$334.00	\$334.00	N/A
Special Purpose (one-time discharge)	\$600.00	N/A	N/A

(2) Compliance Schedule (for correction of violations) \$695.00

(3) Wastewater Sampling

(a) Composite Sample with Lab Costs	\$580.00
(b) Composite Sample without Lab Costs	\$300.00
(c) Grab Sample	\$270.00
(d) Violation Follow-Up Sample with Lab Cost	\$585.00
(e) Violation Follow-Up Sample without Lab Cost	\$300.00
(f) Sampling Equipment Fee	\$25.00

(4) Violation follow-up inspection \$411.00

(5) Development Plan Review

(a) Industrial	\$221.00
(b) Commercial	\$148.00
(c) Residential	\$80.00

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"	\$3,500.00
(b) 3/4" x 3/4"	\$3,500.00
(c) 3/4" x 1"	\$3,500.00
(d) 1" x 1"	\$3,500.00
(e) 1" x 1 1/2"	\$4,140.00
(f) 1 1/2" x 1 1/2"	\$4,580.00
(g) 1 1/2" x 2"	\$4,580.00
(h) 2" x 2"	\$4,870.00
(i) Larger than 2" x 2"	Actual cost of labor, materials, & equipment

(2) Manifold Service. (Also see (4) below)

<u>Meter Size</u>	<u>Service Size</u>	<u>Fee</u>
(a) 5/8" x 5/8"	1"	\$4,450.00
(b) ¾" x ¾"	1"	\$4,450.00
(c) 1" x 1"	1 ½"	\$4,450.00
(d) 1" x 1 ½"	2"	\$4,740.00
(e) 1 ½" x 1 ½"	2"	\$5,020.00
(f) 1 ½" x 2"	2"	\$5,180.00
(g) 2" x 2"	2"	\$5,360.00
(h) More than two meters		Actual cost of labor, materials, & equipment

(3) Meters Set on Existing Service. (Also see (4) below)

<u>Meter Size</u>	<u>Fee</u>
(a) 5/8"	\$180.00
(b) ¾"	\$200.00
(c) 1"	\$310.00
(d) 1 ½"	\$530.00
(g) 2"	\$660.00
(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) The monthly meter service charge on all hydrant and construction meters shall be as follows:

(a) 3/4" meter	\$6.00 per month
(b) 3" meter	\$62.00 per month
(c) 4" meter	\$97.00 per month
(d) 6" meter	\$194.00 per month

(2) 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.

- (3) 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.
- 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.

Eff. Oct 1, 2016

(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 ½" 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

d. Meter Services Charges Inside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.60)

- (1) The bimonthly standard meter service charge for all meters (except temporary service for construction work) inside the City, based on size of meter, shall be as follows:

Eff. Oct 1, 2016

(a)	5/8" meter	\$16.00
(b)	3/4" meter	\$21.75
(c)	1" meter	\$32.95
(d)	1 ½" meter	\$72.15
(e)	2" meter	\$127.00
(f)	3" meter	\$320.50
(g)	4" meter	\$634.90
(h)	6" meter	\$1,120.00
(i)	8" meter	\$1,550.50
(j)	10" meter	\$1,867.25

The bimonthly standard meter service charge for all meters outside the City (except for temporary service for construction work), based on size of meter, shall include a 15% surcharge and be as follows:

Eff. Oct 1, 2016

(a)	5/8" meter	\$18.40
(b)	3/4" meter	\$25.01
(c)	1" meter	\$37.89
(d)	1 ½" meter	\$82.97
(e)	2" meter	\$146.05
(f)	3" meter	\$368.58
(g)	4" meter	\$730.14
(h)	6" meter	\$1,288.00
(i)	8" meter	\$1,783.08
(j)	10" meter	\$2,147.34

(2) 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).

The bimonthly low income meter service charge for 5/8" meters inside the City, shall be as follows:

Eff. Oct 1, 2016

- | | | |
|-----|------------------------|--------|
| (a) | 5/8" meter, low income | \$5.60 |
|-----|------------------------|--------|

The bimonthly low income meter service charge for 5/8" meters outside of the City, shall include a 15% surcharge and be as follows:

Eff. Oct 1, 2016

- | | | |
|-----|------------------------|--------|
| (a) | 5/8" meter, low income | \$6.44 |
|-----|------------------------|--------|

- (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

Cost Per CCF of Metered Water Consumption

Inside City of Hayward Eff. Oct 1, 2016

1 – 8 ccf (hundred cubic feet)	\$5.80
9 – 25 ccf	\$7.14
Over 25 ccf	\$8.41

Outside City of Hayward
(includes 15% surcharge) Eff. Oct 1, 2016

1 – 8 ccf	\$6.67
9 – 25 ccf	\$8.71
Over 25 ccf	\$9.67

2 – 4 Dwelling Units. Per dwelling unit, based on average usage per dwelling unit

Cost Per CCF of Metered Water Consumption

Inside City of Hayward Eff. Oct 1, 2016

1 – 8 hundred cubic feet (ccf)	\$6.43
9 – 25 ccf	\$7.15
Over 25 ccf	\$8.52

Outside City of Hayward
(includes 15% surcharge) Eff. Oct 1, 2016

1 – 8 ccf	\$7.39
9 – 25 ccf	\$8.22
Over 25 ccf	\$9.80

Multi-Family Residential (five or more dwelling units per account). Per dwelling unit, based on average usage per dwelling unit

Cost Per CCF of Metered Water Consumption

Inside City of Hayward Eff. Oct 1, 2016

1 – 8 hundred cubic feet (ccf)	\$6.97
9 – 20 ccf	\$7.23
Over 20 ccf	\$7.94

Outside City of Hayward
(includes 15% surcharge) Eff. Oct 1, 2016

1 – 8 ccf	\$8.02
9 – 20 ccf	\$8.31
Over 20 ccf	\$9.13

Non-Residential

Cost Per CCF of Metered Water Consumption

Inside City of Hayward Eff. Oct 1, 2016

1 – 200 ccf	\$6.95
Over 200 ccf	\$8.29

Outside City of Hayward
(includes 15% surcharge) Eff. Oct 1, 2016

1 – 200 ccf	\$7.99
Over 200 ccf	\$9.53

Note: hundred cubic feet = approximately 748 gallons of water

- 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:

1. 2" and smaller fire service connection	\$25.00
2. 4" fire service connection	\$29.00
3. 6" fire service connection	\$42.00
4. 8" fire service connection	\$42.00
5. 10" fire service connection	\$50.00

- f. Fire Service Connections Outside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.41)

The fire service charge per each billing period shall include a 15% surcharge and be as follows:

1.	2" and smaller fire service connection	\$28.75
2.	4" fire service connection	\$33.35
3.	6" fire service connection	\$48.30
4.	8" fire service connection	\$48.30
5.	10" fire service connection	\$57.50

- g. Fire Flow Test. A charge of \$326 shall be applied for each fire flow test.

- h. 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).

- i. Other Water System Fees and Charges

Account Establishment Fee	\$51.00
After-Hours Meter Activation Fee	\$70.00
Meter Lock Fee	\$80.00
Meter Removal Fee	\$80.00
Meter Test Fee (up to 1-inch meter)	\$106.00
Meter Test Fee (1 1/2-inch to 2-inch meter)	\$290.00
Meter Test Fee (3-inch meter and larger)	\$367.00
Noticing Fee	\$5.00

- j. Special Billings

1. Special Requests for Water Billing	
(a) Base Rate Services	\$26.00
(b) Each Additional Meter	\$9.00

- k. Development Plan Review

Residential	\$33.00
Commercial	\$56.00
Industrial	\$89.00

3. STORMWATER SYSTEM SERVICE CHARGES

(Charges authorized upon effective date of Stormwater Management and Urban Runoff Control Program Ordinance Implementing Hayward Municipal Code Chapter 11, Article 5) (Reference: Hayward Municipal Code Section 11-5.53)

a. Stormwater Service Charges

	(1)	(2)	(3)	
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	0.25	.4*		\$285.60
Utilities on Leased Land				
Cemeteries				
Common Area				

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

b. Stormwater Treatment Measure Inspection		\$352.00
c. Stormwater Facility Inspection		
Industrial (under State Permit)		\$229.00
Industrial (not under State Permit)		\$200.00
Restaurant		\$156.00
Commercial		\$132.00

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. LOW INCOME REFUSE SERVICE RATES

A residential subscriber shall receive a discount in the amount of \$7.98 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).

5. SOLID WASTE PLAN REVIEW FEES

a. Development Plan Review

Single Family or Remodel	\$	50.00
Tract Development	\$	160.00

Commercial/Industrial

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 Traffic Code

Fine and Bail Schedule

All fines not paid within legal time requirements will be assessed a penalty (total amount due will be the fine amount plus a penalty) (penalty equals double the fine amount plus an administration fee of \$18)

<u>Section</u>	<u>Offense</u>	<u>Bail</u>
<u>Uniform Fire Code</u>		
9.01.4	Parked in Fire Lane	\$218.50
<u>Chapter 4 Hayward Municipal Code</u>		
4-15.20(a)	Administrative Penalty associated with the Social Nuisance Ordinance	
	- 1st violation within a 12 month period:	\$750.00
	- 2nd violation within a 12 month period:	\$1,200.00
	- 3rd violation within a 12 month period:	\$2,500.00
	- Add'l violations within a 12 month period:	\$5,000.00
<u>Chapter 6</u>		
	Violation of any provision regulating TAXICABS is subject to Government Code section 36900:	
	- 1st violation within a 12 month period (infraction):	\$100.00
	- 2nd violation within a 12 month period (infraction):	\$200.00
	- 3rd violation within a 12 month period (infraction):	\$500.00
	- Add'l violations within a 12 month period (misdemeanor)	\$500.00
6-5.04(a)	Insurance	
6-5.04(b)	Taxicab Stands	
6-5.04(c)	Standing on Streets	
6-5.04(d)	Soliciting Passengers	
6-5.04(e)	Direct Route	
6-5.04(f)	Business License	
6-5.04(g)	Mechanical Condition	
6-5.04(h)	Exterior Condition	
6-5.04(i)	Complaint Procedure	
6-5.04(j)	Information to be posted in taxicabs	
6-5.04(k)	Excessive Charges	
6-5.04(l)	Sanitary Condition	
6-5.04(m)	Fire Extinguisher	
6-5.04(n)	Baggage	
6-5.04(o)	Refusal to Pay Fine	
6-5.04(p)	Refusal to Carry Passengers	
6-5.04(q)	Unlicensed Taxicabs	
6-5.04(r)	Taxicab Identification	
6-5.04(s)	Driver's License and Permit	
6-5.04(t)	Operation certificate and license	
6-5.04(u)	Waybills Required	
<u>Hayward Traffic Code</u>		
5.02	Obediance to Traffic Control Devices	\$297.50
6.01.1	No Parking - Red Curb Zone	\$75.00
6.01.2	Yellow Curb, Loading Zone	\$75.00
6.01.3	White Curb, Passenger Loading Zone	\$75.00
6.01.4	Green Curb Zone - Over Time Limit	\$75.00
6.01.5	Blue Curb, Disabled Persons Zone	\$337.50

6.05	Parking in Alley	\$75.00
6.06	Bus Zone	\$287.50
6.23	Municipal Lot/City Property Special Restrictions	\$75.00
6.23h	Disabled Persons Stall	\$337.50
6.24	Selling on Street/City Property	\$242.50
6.30	Over Time Limit	\$75.00
6.32	Commercial Vehicle, Over Posted Time Limit	\$129.50
6.33	Commercial Vehicle in Residential Area	\$129.50
6.35	Not Parked within Designated Space	\$75.00

<u>Section</u>	<u>Offense</u>	<u>Bail</u>
6.36(a)	Residential Permit Parking only	\$75.00
6.36(b)	BART Commuter Parking on Designated Streets	\$55.00
6.37	Driving Off Interstate Truck Route	\$75.00
6.38	Commercial Vehicle in Posted No Parking	\$129.50
6.39a	Parked off Pavement or Not Leading to Garage	\$107.50
8.10	Double Parked	\$75.00
8.11	No Parking in Parkways	\$75.00
8.12	Parked on Street over 72 Hours	\$75.00
8.13	Parking on Street for Sale or Repairs	\$107.50
8.14	Private Property Parking	\$107.50
8.15	Disabled Persons Stall, Private Property	\$337.50
8.17	Narrow Street Posted No Parking	\$75.00
8.18	Parked on Hill, Wheels not Curbed	\$75.00
8.20.3	Posted No Parking	\$75.00
8.20.4	No parking - Street Sweeping Zone	\$75.00
8.21	Not 18", not Parallel to Left Side One Way	\$75.00
8.22	Parked at Angle	\$75.00
8.30	Temporary No Parking Area	\$75.00
8.39	Leaving Attended Parking Lot without Paying	\$75.00
8.50	Blocking Crosswalk	\$75.00

California Vehicle Code

21113a	Violate Restriction on School Grounds, etc.	\$75.00
22500a	No Parking in an Intersection	\$75.00
22500b	Parked Across Crosswalk	\$75.00
22500d	Parking W/I 15' of Fire Station Driveway	\$75.00
22500e	Parked Blocking Driveway	\$75.00
22500f	Parked on Sidewalk	\$75.00
22500g	Parked Adjacent To or Opposite Street Excavation	\$75.00
22500h	Double Parked	\$75.00
22500i	Bus Passenger Loading Zone w/Red Curb	\$287.50
22500j	No Parking in Tunnel or Tube	\$75.00
22500k	No Parking on a Bridge	\$75.00
22502a	Parked Wrong Side of Road/over 18" from Curb	\$75.00
22507.8a	Disabled Parking Space	\$340.50
22507.8c	Disabled Access Area	\$340.50
22507b	Disabled Parking - Obstruct or Block Access	\$340.50
22513	Tow Truck on Freeway	\$75.00
22514	Park w/in 15' of Fire Hydrant	\$75.00
22515	Unattended Vehicle with Motor Running	\$75.00
22516	Locked Vehicle Person Inside Can't Escape	\$113.50
22521	Parking on or w/in 7.5' of Railroad Track	\$75.00
22522	Block Sidewalk Ramp for Disabled Painted Red	\$340.50
22523a	Vehicle Abandoned on Highway or Street	\$460.50
22523b	Vehicle Abandoned on Private Property	\$460.50
25300e	Warning Device Parked Vehicle	\$75.00
26708	Tinted windshield	\$75.00

		Attachment XII
26710	Defective windshield	\$75.00
27155	No gas cap	\$75.00
27465b	Bald tire	\$75.00
4000a	No evidence of current registration	\$75.00
40226	Dismissal of Handicap Citation	\$75.00
4462b	Display false tab	\$75.00
5200	No plate	\$75.00
5204a	Expired tags	\$75.00