

HAYWARD CITY COUNCIL

RESOLUTION NO. 19-152

Introduced by Council Member Mendall

RESOLUTION AMENDING THE MASTER FEE SCHEDULE AND APPROVING  
WATER AND SEWER RATES

WHEREAS, Section 15273 of the California Environmental Quality Act 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 purpose 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, or
4. Obtaining funds for capital projects necessary to maintain service within existing service areas.

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

WHEREAS, public education in the form of a water bill insert regarding water and sewer rates and fees will be distributed.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby amends the Master Fee Schedule and approves the following water and sewer rates of the City of Hayward, a copy of which is on file in the Office of the City Clerk. The approved water and sewer rates shall be effective on October 1, 2019 and October 1, 2020, as shown.

Meter Service Charges

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

	<u>Oct 1, 2019</u>	<u>Oct 1, 2020</u>
5/8" meter	\$28.00	\$32.00
3/4" meter	\$38.07	\$43.51
1" meter	\$57.67	\$65.91
1 1/2" meter	\$126.27	\$144.31
2" meter	\$222.25	\$254.00
3" meter	\$560.88	\$641.00
4" meter	\$1,111.08	\$1,269.80

6" meter	\$1,960.00	\$2,240.00
8" meter	\$2,713.38	\$3,101.00
10" meter	\$3,267.95	\$3,734.80

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

	Oct 1, 2019	Oct 1, 2020
5/8" meter	\$32.20	\$36.80
3/4" meter	\$43.78	\$50.04
1" meter	\$66.32	\$75.80
1 1/2" meter	\$145.21	\$165.96
2" meter	\$255.59	\$292.10
3" meter	\$645.01	\$737.15
4" meter	\$1,277.74	\$1,460.27
6" meter	\$2,254.00	\$2,576.00
8" meter	\$3,120.39	\$3,566.15
10" meter	\$3,758.14	\$4,295.02

Meter Service Charge for Low Income Customers

Notwithstanding any other provision of the Hayward Municipal Code, Chapter 11, Article 2, the bimonthly meter service charge for Low Income Customers shall be applied by this subsection to any customer that:

- (a) Meets the City income guidelines as defined in the All City Departments 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 meets the provision of subparagraph (a).

The bimonthly meter service charge for Low Income Customers with a standard service (5/8") shall be as follows:

	Oct 1, 2019	Oct 1, 2020
5/8" meter, low income (inside city)	\$9.80	\$11.20
5/8" meter, low income (outside city)	\$11.27	\$12.96

Sewer Service Charges

<b>Residential Service</b>	Monthly Charge	Monthly Charge
	Oct. 1, 2019	Oct. 1, 2020
Standard Residential Unit	\$34.30	\$35.81
Duplex, Triplex, Fourplex (per unit)	\$34.30	\$35.81
Multi-Family (per unit)	\$30.53	\$31.87
Mobile Home (per unit)	\$24.00	\$25.06

Economy (5 to 8 units of metered water usage)	\$17.54	\$16.78
Lifeline (0 to 4 units of metered water usage)	\$8.77	\$8.39

Non-Residential Service - Critical Users		
Constituent/Unit	Sewer Service Charge Oct. 1, 2019	Sewer Service Charge Oct. 1, 2020
Flow - Cost per 100 cubic feet (ccf)	\$2.88165	\$3.08518
Biochemical Oxygen Demand - Cost per pound	\$0.71887	\$0.72029
Suspended Solids - Cost per pound	\$0.89564	\$0.96338

Non-Residential Service - Coded Users				
Customer Classification	Sewer Service Charge Per ccf (with irrigation meter)		Sewer Service Charge Per ccf (without irrigation meter)	
	Oct. 1, 2019	Oct. 1, 2020	Oct. 1, 2019	Oct. 1, 2020
Other/Commercial/Government	\$6.04	\$6.47	\$5.44	\$5.83
Restaurant (w/grease interceptor)	\$8.27	\$8.64	\$7.44	\$7.78
Restaurant (w/o grease interceptor)	\$10.74	\$11.20	\$9.67	\$10.08
Commercial Laundries	\$6.25	\$6.55	\$5.63	\$5.90
Industrial Laundries	\$9.70	\$10.19	\$8.73	\$9.17
Bakeries	\$10.74	\$11.20	\$9.67	\$10.08
Beverage Bottling	\$6.37	\$6.63	\$5.73	\$5.97
Food Manufacturing	\$23.98	\$24.74	\$21.58	\$22.27
Meat Products	\$12.14	\$12.53	\$10.93	\$11.27
Slaughterhouse	\$13.60	\$14.39	\$12.24	\$12.95
Dairy Product Processors	\$9.96	\$10.33	\$8.96	\$9.30
Canning and Packing	\$7.01	\$7.34	\$6.31	\$6.61
Grain Mills	\$9.15	\$9.68	\$8.24	\$8.71
Fats and Oils	\$6.61	\$6.96	\$5.95	\$6.26
Pulp and Paper Manufacturing	\$8.02	\$8.49	\$7.22	\$7.64
Inorganic Chemicals	\$11.01	\$11.80	\$9.91	\$10.62
Paint Manufacturing	\$17.63	\$18.42	\$15.87	\$16.58
Leather Tanning	\$23.35	\$24.27	\$21.02	\$21.85
Fabricated Metal	\$3.28	\$3.49	\$2.95	\$3.14

BE IT FURTHER RESOLVED THAT 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 actual concentrations in 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 commensurate with the actual estimated concentrations. The volume component will not be reduced and will be charged at 100% of the estimated actual daily discharge. The CBOD and SS reduction is applicable only to an estimated daily discharge of 50,000 gallons or less. Discharge in excess of 50,000 gallons per day from a facility will be subject to a sewer connection fee based on full CBOD and SS concentrations. This provision will be in effect through September 30, 2021.

IN COUNCIL, HAYWARD, CALIFORNIA July 2, 2019

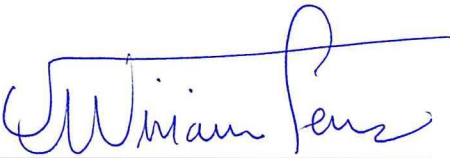
ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS: Zermeño, Márquez, Mendall, Wahab, Salinas  
MAYOR: Halliday


NOES: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: Lamnin

ATTEST:   
City Clerk of the City of Hayward

APPROVED AS TO FORM:

  
City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 19-153

Introduced by Council Member Salinas

RESOLUTION AMENDING THE MASTER FEE SCHEDULE  
AND APPROVING RECYCLED WATER RATES AND CONNECTION FEES

WHEREAS, Section 15273 of the California Environmental Quality Act 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 purpose 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, or
4. Obtaining funds for capital projects necessary to maintain service within existing service areas.

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby amends the Master Fee Schedule and approves the following recycled water rates and connection fees of the City of Hayward, a copy of which is on file in the Office of the City Clerk. The approved recycled water rates and connection fees shall be effective on October 1, 2019 and October 1, 2020, as shown.

Recycled Water Meter Service Charges

The bimonthly standard recycled water meter service charge for all recycled water meters inside the City, based on size of meter, shall be as follows:

	<u>Oct 1, 2019</u>	<u>Oct 1, 2020</u>
5/8" meter	\$28.00	\$32.00
3/4" meter	\$38.07	\$43.51
1" meter	\$57.67	\$65.91
1 1/2" meter	\$126.27	\$144.31
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8" meter	\$2,713.38	\$3,101.00
10" meter	\$3,267.95	\$3,734.80

Recycled Water Usage Rate

	Rate/CCF Oct. 1, 2019	Rate/CCF Oct. 1, 2020
Uniform Tier	\$5.16	\$5.16

Recycled Water Connection Fees

The recycled water connection fees for all new recycled water customers, who are required to connect to the recycled water system as required by the City's Recycled Water Use Ordinance, shall use the same the connection fee for potable water.

IN COUNCIL, HAYWARD, CALIFORNIA July 2, 2019

ADOPTED BY THE FOLLOWING VOTE:

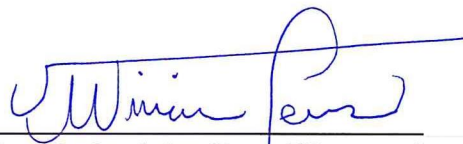
AYES: COUNCIL MEMBERS: Zermeño, Márquez, Mendall, Wahab, Salinas  
MAYOR: Halliday

NOES: COUNCIL MEMBERS: None

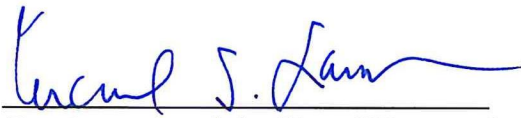
ABSTAIN: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: Lammin


ATTEST:

  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

  
City Attorney of the City of Hayward



Date: January 29, 2020  
To: Dustin Claussen, Director of Finance  
From: Alex Ameri, Director of Public Works   
Subject: Proposed Revisions to Master Fee Schedule FY 2021 – Water Reconnection

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Department of Public Works and Utilities requests the following changes to the Master Fee Schedule FY 2021 regarding water reconnection services:

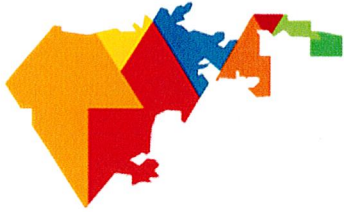
- 1. Revise “After-Hours Meter Activation Fee” to “After-Hours Meter Activation/Unlock Fee.”** No change is proposed to the \$72 fee. This revision clarifies that the fee is applicable to both after-hours activation of a new account and the after-hours unlocking of an account that has been shut off for non-payment. Staff has determined that the level of effort required for both services is similar. This fee is necessary to recover the City’s costs, including overtime personnel expenses, for providing meter unlocking service outside of normal working hours. Senate Bill 998 (SB 998) prohibits water agencies from charging more than \$150 for this service, so the proposed fee at \$72 is within the statutory limit.
- 2. Add “Service Restoration/Unlock Fee” at \$50.** This fee would be charged for reactivating water service, including unlocking the meter if necessary, when an account has been shut off for non-payment. Staff has determined that the level of effort for this service is similar to activation of a new account, for which a fee of \$70 is charged. However, SB 998 prohibits water agencies from charging more than \$50 for reconnection of water service, so staff recommends this amount in order to stay within the statutory limit.

Staff surveyed three neighboring water agencies to compare the proposed fees: East Bay Municipal Utility District (EBMUD); Dublin San Ramon Services District (DSRSD); and Alameda County Water District (ACWD). The results, which are summarized on the following table, indicate that the City’s proposed fees are close to or well below fees for comparable services.

Fee	Hayward	EBMUD	ACWD	DSRSD
<b>After-Hours Unlock Fee</b>	\$72	\$62	\$190	\$360
<b>Service Restoration/Unlock Fee</b>	\$50	\$49	\$109	\$44

Please contact Elli Lo, Management Analyst II, if you have questions regarding these requested changes.





# Memorandum

**DATE:** February 21, 2020

**TO:** Dustin Claussen, Director of Finance

**FROM:** Alex Ameri, Director of Public Works 

**SUBJECT:** Proposed Revisions to Master Fee Schedule FY 2021 – Stormwater Inspection Fees

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to Stormwater Inspection Fees.

The City’s Water Pollution Source Control (WPSC) staff are responsible for inspecting facilities to ensure compliance with all stormwater requirements and regulations. These regulations are intended to minimize the risk of polluted runoff to stormwater drains and ultimately the San Francisco Bay.

Staff has reviewed costs of providing these services and determined that adjustments are appropriate to incorporate updated levels of effort, hourly rate adjustments and overhead charges. In most cases, the recommended increases would not achieve full cost recovery in FY 2021. Staff is proposing that adjustments be reviewed annually and implemented as needed over several years in order to limit the impact on affected businesses.

Recommended adjustments are as follows:

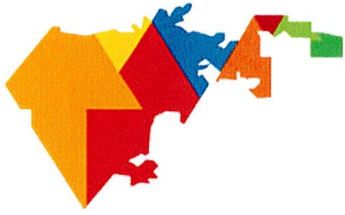
<b>Stormwater Facility Inspections</b>	Current	Proposed
Industrial (under State permit)*	\$303	\$379
Industrial (not under State permit)*	\$303	\$379
Restaurant*	\$196	\$245
Commercial*	\$165	\$206
Stormwater Treatment Measure*	\$352	\$440

\*Fees for these services require higher increases; however, to reduce the impact on businesses, the adjustments have been capped at a maximum of 25%. The need for further adjustments will be reviewed, and appropriate increases proposed, in future years.

The following table compares the City’s proposed fee for Industrial inspections for facilities under the State permit, which is the most common fee category. Staff selected comparable services in other Alameda County cities: Livermore, Oakland, San Leandro; and Dublin. The results indicate that the proposed fees are generally within a reasonable range of those charged by other agencies.

<b>Service</b>	<b>Hayward</b>	<b>Livermore</b>	<b>Oakland</b>	<b>San Leandro</b>	<b>Dublin</b>
Industrial (under State permit)	\$379	\$1,607	\$370	\$204	\$382






# Memorandum

**DATE:** February 21, 2020

**TO:** Dustin Claussen, Director of Finance

**FROM:** Alex Ameri, Director of Public Works 

**SUBJECT:** Proposed Revisions to Master Fee Schedule FY 2021 – Miscellaneous Wastewater Fees

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to Wastewater Discharge Permit Fees and Miscellaneous Charges.

The City’s Water Pollution Source Control (WPSC) staff are responsible for issuing permits and monitoring sanitary sewer discharges from significant industrial users to ensure compliance with all Federal, State, and Local requirements and limits. Depending on the nature and volume of discharge, the permits may be classified as “Categorical” or “Non-Categorical Significant.” Other permits may be issued for special purposes or short term durations. WPSC also monitors discharge from permitted industries and follows up as necessary to ensure compliance with all regulations.

Staff has reviewed costs of providing these services and determined that adjustments are appropriate to incorporate updated levels of effort, hourly rate adjustments and overhead charges. In most cases, the recommended increases would not achieve full cost recovery in FY 2021. Staff is proposing that adjustments be reviewed annually and implemented as needed over several years in order to limit the impact on affected businesses. Approximately 50 industrial customers would be subject to these fees.

Staff is further proposing to add language to the Master Fee Schedule to authorize the City to recover the costs of assisting customers with the cleaning of private sewer laterals. While the City does not have responsibility for maintaining private sewer lines, on occasion, City staff provides assistance in an emergency. The time and resources needed to respond to these situations varies greatly, so staff is recommending that the Master Fee Schedule provide authority to bill customers for actual costs.

Recommended adjustments and additions are as follows:

Wastewater Discharge Permits	New Permit		Permit Renewal		Amendment	
	Current	Proposed	Current	Proposed	Current	Proposed
Categorical*	\$3,103	\$3,879	\$2,131	\$2,664	\$761	\$951
Non-Categorical Significant*	\$2,101	\$2,626	\$1,525	\$1,906	\$594	\$743
Groundwater*	\$1,109	\$1,386	\$594	\$743	\$367	\$459
Non-Sewered Credit	\$334	\$179	\$334	\$179	N/A	N/A
Special Purpose (One-Time)*	\$600	\$750	N/A	N/A	N/A	N/A

Compliance Schedule	Current	Proposed
Compliance Schedule (for Correction of Violations)	\$695	\$695

<b>Wastewater Sampling</b>	Current	Proposed
Composite Sample with Lab Costs	\$580	\$641
Composite Sample without Lab Costs	\$300	\$306
Grab Sample	\$270	\$306
Violation Follow-up Sample with Lab Costs	\$585	\$641
Violation Follow-up Sample without Lab Costs	\$300	\$306
Sampling Equipment Fee	\$25	\$25

<b>Violation Follow-Up Inspection</b>	Current	Proposed
Violation Follow-Up Inspection	\$509	\$558

<b>Development Plan Review</b>	Current	Proposed
Industrial	\$338	\$412
Commercial	\$338	\$412
Residential*	\$206	\$258

<b>Private Sewer Lateral Cleaning</b>	
Assistance with Cleaning Private Sewer Laterals	Actual cost of labor, materials and equipment

\*Fees for these services require higher increases; however, to reduce the impact on businesses, the adjustments have been capped at a maximum of 25%. The need for further adjustments will be reviewed, and appropriate increases proposed, in future years.

The following table compares the City's proposed fees with those of nearby agencies: Oro Loma Sanitary District; East Bay Municipal Utility District (EBMUD); City of San Leandro; and Dublin San Ramon Services District (DSRSD). Each agency recovers these costs in different ways, so exact comparisons are difficult. We have selected the most common types of fees for purposes of this comparison and added notes as necessary to clarify. The results indicate that the proposed fees are generally within a reasonable range of those charged by other agencies.

<b>Service</b>	<b>Hayward</b>	<b>Oro Loma</b>	<b>EBMUD</b>	<b>San Leandro</b>	<b>DSRSD</b>
Categorical Permits – New	\$3,879	\$990 + \$12,464 annual monitoring fee	\$2,810 + \$1,490 monitoring fee	\$1,521+ minimum \$456 annual service charge	\$1,160
Violation Follow-Up Sample	\$585	\$369 + actual lab cost	Based on actual tests	\$1,515	\$395
Violation Follow-Up Inspection	\$558	\$369	\$700	\$314	\$455