



Memorandum

DATE: February 19, 2021

TO: Dustin Claussen, Director of Finance

FROM: Alex Ameri, Director of Public Works 

SUBJECT: Proposed Revisions to Master Fee Schedule FY 2022 – 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.

Last year, staff reviewed costs of providing these services and determined that adjustments are appropriate to incorporate updated levels of effort, hourly rate adjustments and overhead charges. In most cases, full cost recovery was determined to require incremental increases over several fiscal years. As such, staff proposed that the fees identified below be reviewed annually and adjusted as needed in order to limit the impact on affected businesses. The proposed rates below have been identified during the second annual review of these fees.

Recommended adjustments and additions are as follows:

Wastewater Discharge Permits	New Permit		Permit Renewal		Amendment	
	Current	Proposed	Current	Proposed	Current	Proposed
Categorical*	\$3,879	\$4,073	\$2,664	\$2,797	\$951	\$999
Non-Categorical Significant*	\$2,626	\$2,757	\$1,906	\$2,001	\$743	\$780
Groundwater*	\$1,386	\$1,455	\$743	\$780	\$459	\$482
Non-Sewered Credit	\$179	\$179	\$179	\$179	N/A	N/A
Special Purpose (One-Time)*	\$750	\$788	N/A	N/A	N/A	N/A

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

Wastewater Sampling	Current	Proposed
Composite Sample with Lab Costs	\$641	\$673
Composite Sample without Lab Costs	\$306	\$312
Grab Sample	\$306	\$321

Violation Follow-up Sample with Lab Costs	\$641	\$673
Violation Follow-up Sample without Lab Costs	\$306	\$312
Sampling Equipment Fee	\$25	\$25

Violation Follow-Up Inspection	Current	Proposed
Violation Follow-Up Inspection	\$558	\$586

Development Plan Review	Current	Proposed
Industrial	\$412	\$433
Commercial	\$412	\$433
Residential*	\$258	\$271

*Fees for these services require higher increases; however, to reduce the impact on businesses, the adjustments have been capped at a maximum of 5%. 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 remain generally within a reasonable range of those charged by other agencies.


Service	Hayward	Oro Loma	EBMUD	San Leandro	DSRSD
Categorical Permits – New	\$4,073	\$990 + \$12,464 annual monitoring fee	\$2,920 + \$1,550 monitoring fee	\$1,521+ minimum \$456 annual service charge	\$1,290
Violation Follow-Up Sample	\$673	\$369 + actual lab cost	Based on actual tests	\$1,515	\$435
Violation Follow-Up Inspection	\$586	\$369	\$730	\$314	\$505



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FROM: Alex Ameri, Director of Public Works 

SUBJECT: Proposed Revisions to Master Fee Schedule FY 2022 – 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.

Last year, staff reviewed costs of providing these services and determined that adjustments are appropriate to incorporate updated levels of effort, hourly rate adjustments and overhead charges. In most cases, full cost recovery was determined to require incremental increases over several fiscal years. As such, staff proposed that the fees identified below be reviewed annually and adjusted as needed in order to limit the impact on affected businesses. The proposed rates below have been identified during the second annual review of these fees.

Recommended adjustments are as follows:

Stormwater Facility Inspections	Current	Proposed
Industrial (under State permit)*	\$379	\$398
Industrial (not under State permit)*	\$379	\$398
Restaurant*	\$245	\$257
Commercial*	\$206	\$216
Stormwater Treatment Measure*	\$440	\$462

*Fees for these services require higher increases; however, to reduce the impact on businesses, the adjustments have been capped at a maximum of 5%. The need for further adjustments will be reviewed, and appropriate increases proposed, in future years.

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

Service	Hayward	Livermore	Oakland	Dublin
Industrial (under State permit)	\$398	\$1,607	\$370	\$406