

# **CITY OF HAYWARD**

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)



CITY OF  
**HAYWARD**  
HEART OF THE BAY

## **Agenda**

**Tuesday, October 18, 2016**

**7:00 PM**

**Council Chambers**

## **City Council**

**Mayor Barbara Halliday**  
**Mayor Pro Tempore Sara Lamnin**  
**Council Member Francisco Zermelo**  
**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 Salinas****ROLL CALL****CLOSED SESSION ANNOUNCEMENT FROM OCTOBER 13, 2016****PRESENTATIONS**

National Domestic Violence Awareness Month Proclamation Presented to Ruby's Place and Safe Alternatives to Violent Environments (SAVE)

Certificate of Commendation Presented to Safe Alternatives to Violent Environments (SAVE) in Honor of its 40th Anniversary Celebration

**PUBLIC COMMENTS**

*The Public Comment section provides an opportunity to address the City Council on items not listed on the agenda or Work Session 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 16-085](#) Minutes of the Special Joint City Council/Hayward Geologic Hazard Abatement District Board Meeting on September 13, 2016 (Except for Consent GHAD Item No. 5)  
  
**Attachments:** [Attachment I Draft Minutes of September 13, 2016](#)
2. [MIN 16-086](#) Minutes of the City Council Meeting on September 20, 2016  
  
**Attachments:** [Attachment I Approval of Minutes of September 20, 2016](#)
3. [MIN 16-087](#) Minutes of the City Council Meeting on September 27, 2016  
  
**Attachments:** [Attachment I Draft Minutes of September 27, 2016](#)
4. [CONS 16-520](#) Filing Nuisance Abatement/Municipal Code Liens with the County Recorder's Office for Non-Abatable Code Violations  
  
**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Resolution](#)
5. [CONS 16-623](#) Resolution Appropriating Funding for Replacement Street Sweeper  
  
**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Resolution](#)
6. [CONS 16-633](#) Resolution Accepting the Resignation of Ms. Natasha Neves from the Keep Hayward Clean and Green Task Force and Ms. Annette DeJulio from the Community Services Commission  
  
**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Resolution](#)  
[Attachment III Letter from Neves](#)
7. [CONS 16-634](#) Resolution Reappointing Council Member Márquez to the Alameda County Mosquito Abatement District Board of Trustees for the next two-year term ending December 31, 2018  
  
**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Resolution](#)  
[Attachment III Letter from ACMAD](#)

**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.*

8.     [WS 16-063](#)     Fire Stations 1-6 and Fire Training Center Improvement Project Update (Report from Public Works Director Fakhrai)
- Attachments:**   [Attachment I Staff Report](#)  
                              [Attachment II Master Plan](#)
9.     [WS 16-064](#)     Presentation of City of Hayward User Fee Study (Report from Acting Director of Finance Claussen)
- Attachments:**   [Attachment I Staff Report](#)  
                              [Attachment II Comprehensive User Fee Study](#)
10.    [WS 16-057](#)     Review of Proposed Changes to the Community Agency Funding Process: Recommendations from the Community Services Commission (Report from Library and Community Services Director Reinhart)
- Attachments:**   [Attachment I Staff Report](#)
11.    [WS 16-060](#)     Informational Review and Discussion of Alameda County-Wide General Obligation Bond Issuance Proposal (County Measure A1) (Report from Library and Community Services Director Reinhart)
- Attachments:**   [Attachment I Staff Report](#)  
                              [Attachment II Bond Overview](#)  
                              [Attachment III Bond Fact Sheet](#)

**PUBLIC HEARING**

12.    [PH 16-086](#)     2016 Update of the City of Hayward Affordable Housing Impact Fees (Report from Director of Library and Community Services Reinhart) (Continued from September 27, 2016)
- Attachments:**   [Attachment I Staff Report](#)  
                              [Attachment II Resolution](#)  
                              [Attachment III Comparison of Requirements](#)

**LEGISLATIVE BUSINESS**

13.     [LB 16-101](#)         Resolution in Support of Alameda County Measure A1  
                              (Alameda County General Obligation Bond for Affordable  
                              Housing) (Report from Library and Community Services  
                              Director Reinhart)

**Attachments:**     [Attachment I Staff Report](#)  
                              [Attachment II Resolution Supporting Measure A1](#)  
                              [Attachment III GO Bond Fact Sheet](#)

14.     [LB 16-102](#)         Resolution in Support of Efforts to Dissolve Eden Healthcare  
                              District (Report from City Manager McAdoo)

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

**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 MEETING, October 25, 2016, 7:00 PM****PUBLIC COMMENT RULES**

*The Mayor may, at the beginning of the hearing, limit testimony to three (3) minutes per individual and five (5) minutes per an individual representing a group of citizens or organization. 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.*



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** MIN 16-085

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** City Clerk

**SUBJECT**

Minutes of the Special Joint City Council/Hayward Geologic Hazard Abatement District Board Meeting on September 13, 2016 (Except for Consent GHAD Item No. 5)

**RECOMMENDATION**

That the City Council approves the minutes of the Special Joint City Council/Hayward Geologic Hazard Abatement District Board Meeting on September 13, 2016, with the exception of Consent GHAD Item No. 5. The GHAD Board will approve that portion of the minutes at a future meeting.

**ATTACHMENTS**

Attachment I Draft Minutes of September 13, 2016



**MINUTES OF THE SPECIAL JOINT CITY COUNCIL/HAYWARD GEOLOGIC  
HAZARD ABATEMENT DISTRICT BOARD MEETING OF THE CITY OF  
HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 13, 2016, 7:00 p.m.**

---

The Special Joint City Council/Hayward Geologic Hazard Abatement District Board meeting was called to order by Mayor/Board Member Halliday at 7:00 p.m., followed by the Pledge of Allegiance led by Mayor/Board Member Halliday.

**ROLL CALL**

Present: COUNCIL/BOARD MEMBERS Zermeno, Márquez, Mendall, Peixoto,  
Lamnín, Salinas  
MAYOR/BOARD MEMBER Halliday  
Absent: None

**COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS**

Council Member Zermeno spoke about a Wage Theft Ordinance.

**CLOSED SESSION ANNOUNCEMENT**

City Attorney Lawson announced that the Council convened in closed session on September 6, 2016, pursuant to Government Code 54957 (b)(1) regarding the City Manager's employment agreement, and took no reportable action.

City Attorney Lawson also announced that the Council convened in closed session on September 13, 2016, concerning two items: Conference with legal counsel pursuant to Government Code 54956.9 regarding 1) Goodfellow Top Grade Construction, LLC v. City of Hayward Alameda County Superior Court, No. RG15770542; and 2) anticipated litigation. Mr. Lawson indicated that there was no reportable action.

**PRESENTATIONS**

Mayor Halliday, on behalf of the City Council, presented retired City Manager Fran David with a Certificate of Commendation upon her retirement from the City on July 29, 2016, in appreciation for her valuable contribution to Hayward. Council Members and City employees, via a recorded video, offered words of appreciation for retired City Manager David in recognition of her leadership and commitment to the City of Hayward.

City Clerk Lens administered the Oath of Office to newly appointed City Manager Kelly McAdoo, and congratulated her on her appointment.



## **PUBLIC COMMENTS**

Mr. Dan Carrigg and Ms. Sam Caygill, League of California Cities representatives, commended retired City Manager David for her contributions to the League of California Cities, and presented Ms. David with a plaque in recognition for her service.

Mr. Charlie Peters, Clean Air Performance Professionals representative, thanked retired City Manager David for her support in leading environmental policy, and spoke about the action that the California Bureau of Automotive Repair was taking related to warranty issues.

Mr. Joseph Alvarez, Hayward resident, submitted a letter for the record related to challenges with the new street sweeping service on Myrtle Street.

Ms. Lisa Brunner, Hayward Unified School District (HUSD) Board Trustee, asked Council members to not get involved with issues related to the jurisdiction of the HUSD.

Citizen Sam expressed his concern about Police Chief Stuart; requested a designated bike lane from Southland Mall to Downtown; and thanked retired City Manager David.

Mr. Jim Drake, Hayward resident, spoke about issues related to the Hayward Unified School District and matters related to the Fire and Police chiefs.

Mr. Andrew Ghali, Union president for the Hayward Fire Department, urged Mr. Jim Drake to refrain from making accusations about the Fire Chief and asked him to support public safety.

Council Member Salinas thanked retired City Manager David for her support and leadership.

## **BOARDS/COMMITTEES/COMMISSIONS/TASK FORCES**

### **1. Appointments and Reappointments to Council's Appointed Bodies (Report from City Clerk Lens) **APPT 16-006****

Staff report submitted by City Clerk Lens, dated September 13, 2016, was filed.

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

Resolution 16-156, "Resolution Confirming the Appointment and Reappointment of Members of Various Boards, Commissions, and Task Forces"

City Clerk Lens administered the oath of office to newly the appointed and reappointed members.



**MINUTES OF THE SPECIAL JOINT CITY COUNCIL/HAYWARD GEOLOGIC  
HAZARD ABATEMENT DISTRICT BOARD MEETING OF THE CITY OF  
HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 13, 2016, 7:00 p.m.**

---

**CONSENT**

Consent Item No. 7 was pulled for discussion and for public comments.

2. Minutes of the Special City Council Meeting on July 12, 2016 **MIN 16-070**

It was moved by Council Member Márquez, seconded by Council Member Mendall, and carried unanimously, to approve the minutes of the Special City Council Meeting on July 12, 2016.

3. Minutes of the City Council Meeting on July 19, 2016 **MIN 16-071**

It was moved by Council Member Márquez, seconded by Council Member Mendall, and carried unanimously, to approve the minutes of the City Council Meeting on July 19, 2016.

4. Minutes of the Special City Council Meeting on July 26, 2016 **MIN 16-072**

It was moved by Council Member Márquez, seconded by Council Member Mendall, and carried unanimously, to approve the minutes of the Special City Council Meeting on July 26, 2016.

5. GHAD Item (To be approved by the GHAD Board)

6. Approval of Final Map 8242 Associated with the Previously Approved Vesting Tentative Map and Proposed Development of Twenty-Four Single-Family Homes on a 1.9-Acre Site at 23645 and 23653 Eden Avenue in the Mount Eden Area; KB Home, South Bay (Applicant/Owner) **CONS 16-441**

Staff report submitted by Development Services Director Rizk, dated September 13, 2016, was filed.

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

Resolution 16-157, "Resolution Approving Final Map for Tract 8242 and Authorizing the City Manager to Execute a Subdivision Agreement"

7. Mission Boulevard/Blanche Street and Gading Road/Huntwood Way Intersections Safety Improvements: Rejection of Bids, Approval of Revised Plans and Specifications and Call for Bids **CONS 16-483**

Staff report submitted by Director of Public Works Fakhrai, dated September 13, 2016, was filed.

Mr. David Jefferies, co-owner of Eiffel Tower Montessori Preschool on Blanche Street, requested a traffic light be installed at the intersection of Mission Boulevard and Blanche Street to prevent future accidents.

Ms. Lisa Simons Kross, parent of a student attending Eiffel Tower Montessori Preschool, advocated for a traffic sign at the intersection of Mission Boulevard and Blanche Street before 2017, and for a sign "School Zone-25 mph When Children Are Present" on Mission Boulevard.

Public Works Director Fakhrai noted that a high-intensity crosswalk signal would be installed in the interim and a full traffic signal system would be installed as part of the Mission Boulevard Corridor Phase II Improvements project. Staff also noted that traffic personnel would be contacted regarding more speed enforcement.

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

Resolution 16-167, "Rejecting All Bids and Approving the Revised Plans and Specifications for Mission Boulevard and Blanche Street & Gading Road and Huntwood Way Intersections Safety Improvements, Project No. 05708 and Call for New Bids"

8. Utility Service Agreement (16-01) - Pavel Gerasimov (Owner) -Adoption of a Resolution approving a Request for Water Service and Sewer Service for a Property at 4195 Picea Court in Unincorporated Alameda County, and Authorizing the City Manager to File an Application with the Alameda County Local Agency Formation Commission for Approval of an Out-of-Service Area Agreement and to Execute Utility Service and Public Street Improvement Agreements **CONS 16-514**

Staff report submitted by Development Services Director Rizk, dated September 13, 2016, was filed.

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

Resolution 16-158, "Resolution Authorizing the City Manager to Apply to the Alameda County Local Agency Formation Commission for Approval to Allow the City to Provide Sewer Service and Water Service to the Property Fronting Picea Court, Bearing Assessor's Parcel Number 425-0500-011-00, and Further Authorizing the City Manager to Execute Utility Service (USA 16-01) and Public Street Improvements Agreements"

9. Recycled Water Storage and Distribution System Project: Adoption of Revised Authorizing Resolution and Revised Reimbursement Resolution Required for the State Revolving Fund Loan Application **CONS 16-521**



**MINUTES OF THE SPECIAL JOINT CITY COUNCIL/HAYWARD GEOLOGIC  
HAZARD ABATEMENT DISTRICT BOARD MEETING OF THE CITY OF  
HAYWARD  
Council Chambers  
777 B Street, Hayward, CA 94541  
Tuesday, September 13, 2016, 7:00 p.m.**

---

Staff report submitted by Director of Utilities and Environmental Services Ameri, dated September 13, 2016, was filed.

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

Resolution 16-159, "Resolution Authorizing the City Manager to Sign and File a State Revolving Fund Loan Financial Assistance Application in an Amount Not to Exceed \$20,000,000 for Capital Improvement Project #07507 – Recycled Water Storage and Distribution System Project"

Resolution 16-160, "Recycled Water Storage and Distribution System Project Reimbursement Resolution in Support of State Water Resources Control Board State Revolving Fund Loan Application"

10. Economic Development Small Business Revolving Loan Fund -Loan Request MYL Restaurant Concepts, LLC **CONS 16-522**

Staff report submitted by Economic Development Manager Hinkle, dated September 13, 2016, was filed.

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

Resolution 16-161, "Resolution Authorizing Increasing the Economic Development Small Business Revolving Loan Fund Maximum Disbursement and Authorizing the City Manager to Enter into a Loan Agreement with Hayward MYL Restaurant Concepts, LLC"

11. Commercial Aviation Site Lease with Aviation Training, Inc. **CONS 16-525**

Staff report submitted by Director of Public Works Fakhrai, dated September 13, 2016, was filed.

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

Resolution 16-162, "Resolution Authorizing the City Manager to Negotiate and Execute a Ground Lease Between the City of Hayward and Aviation Training, Inc."

12. Amendment to Professional Services Agreement with ENGEO, Inc. **CONS 16-539**

Staff report submitted by Director of Public Works Fakhrai, dated September 13, 2016, was filed.

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

Resolution 16-163, "Resolution Authorizing the City Manager to Amend an Agreement with ENGEO Incorporated for Geotechnical Professional Services to Study Route 238 Bypass Properties"

13. EBRCSA Phase 3 Implementation - Authorize the City Manager to Negotiate and Execute a Lease-Purchase Agreement with Motorola Solutions for Mobile and Portable Radios and Associated Equipment Not to Exceed \$2,600,000 **CONS 16-546**

Staff report submitted by Fire Chief Contreras, dated September 13, 2016, was filed.

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

Resolution 16-164, "Resolution Authorizing the City Manager to Negotiate and Execute a Lease-Purchase Agreement with Motorola Solutions for Mobile and Portable Radios and Associated Equipment Not to Exceed \$2,600,000"

14. Hayward Executive Airport Electrical Improvements Project -Award of Contract **CONS 16-548**

Staff report submitted by Director of Public Works Fakhrai, dated September 13, 2016, was filed.

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

Resolution 16-165, "Resolution Awarding Contract to St. Francis Electric, Inc., for the Hayward Executive Airport Electrical Improvements Project, Project No. 6825"



**MINUTES OF THE SPECIAL JOINT CITY COUNCIL/HAYWARD GEOLOGIC  
HAZARD ABATEMENT DISTRICT BOARD MEETING OF THE CITY OF  
HAYWARD  
Council Chambers  
777 B Street, Hayward, CA 94541  
Tuesday, September 13, 2016, 7:00 p.m.**

---

15. Adoption of a Resolution Approving an Employment Agreement with the City Manager and Authorizing the Mayor to Execute the Agreement on Behalf of the Council **CONS 16-549**

Staff report submitted by Human Resources Director Collins, dated September 13, 2016, was filed.

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

Resolution 16-166, "Resolution Approving the City Manager's Employment Agreement and Authorizing the Mayor to Execute the Agreement on Behalf of the Council"

**LEGISLATIVE BUSINESS**

16. Introduction of Ordinance Extending the Utility Users Tax to June 30, 2039, as Authorized by Voters on June 7, 2016 (Report from City Attorney Lawson) **LB 16-092**

Staff report submitted by City Attorney Lawson, dated September 13, 2016, was filed.

City Attorney Lawson provided a synopsis of the report.

Mayor Halliday opened the public hearing at 8:21 p.m.

Ms. Lisa Brunner, Hayward resident, encouraged passage of the ordinance and to bring more businesses to Hayward.

Mayor Halliday closed the public hearing at 8:23 p.m.

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

Introduction of Ordinance 16-\_, "An Ordinance of the City of Hayward Re-Enacting Article 18 of Chapter 8 of the Hayward Municipal Code Regarding the Utility Users Tax; and Amending Sec. 8-18.260 Thereof for the Purpose of Extending the Utility Users Tax from June 30, 2019 to June 30, 2039, per the Approval of Measure by the Voters on June 7, 2016"

17. Designation of Voting Delegates and Alternates for the League of California Cities 2016 Annual Conference (Report from City Clerk Lens) **LB 16-093**

Staff report submitted by City Clerk Lens, dated September 13, 2016, was filed.

City Clerk Lens provided a synopsis of the report.

There being no public comments, Mayor Halliday opened and closed the public hearing at 8:27 p.m.

Mayor Halliday noted that Council Member Lamnin would be accepting the Gold Level Beacon Spotlight Award for 10% Natural Gas Savings at the League of California Cities Annual Conference.

Mayor Halliday recommended designating Council Member Márquez, who serves as a representative to the East Bay Division to the League of California Cities, as the voting delegate; and Council Member Salinas, who serves as the alternate for the East Bay Division to the League of California Cities, as the first alternate; and Council Member Peixoto as the second alternate.

Council Member Mendall seconded the motion.

It was moved by Council Member Halliday, seconded by Council Member Mendall, and carried unanimously, to adopt the following and designating Council Member Márquez as the voting delegate and Council Members Salinas and Peixoto as alternates:

Resolution 16-168, "A Resolution Designating a Voting Delegate and Two Alternate Voting Delegates as Hayward's Representatives to the League of California Cities 2016 Annual Conference"

**CITY MANAGER'S COMMENTS**

City Manager McAdoo made two announcements: 1) the City would be receiving a Gold Level Beacon Spotlight Award for 10% Natural Gas Savings at the League of California Cities Annual Conference; 2) the City was recognized with a Best of the Web Award for the new website.

**COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS**

Council Member Zermeño announced the 7<sup>th</sup> Annual Mariachi Festival on September 16, 2016, at City Hall Plaza.

Council Member Márquez acknowledged Alfredo Rodriguez and his team for putting together the Vintage Alley's 3<sup>rd</sup> Annual Car Show on September 10, 2016.



**MINUTES OF THE SPECIAL JOINT CITY COUNCIL/HAYWARD GEOLOGIC  
HAZARD ABATEMENT DISTRICT BOARD MEETING OF THE CITY OF  
HAYWARD  
Council Chambers  
777 B Street, Hayward, CA 94541  
Tuesday, September 13, 2016, 7:00 p.m.**

---

Council Member Salinas made three announcements: 1) the Hayward Promise Neighborhood was surveying residents in the Jackson Triangle area; 2) the Words for Lunch Program served about 1,000 kids and distributed 2,002 meals and books during the summer; and 3) the "Let's Do Lunch Hayward ... and breakfast too" served 105,084 breakfasts and lunches to kids at 20 sites.

**ADJOURNMENT**

Mayor Halliday adjourned the meeting at 8:40 p.m., in memory of Edwina "Edie" Parsons, Barbara Jean LaPlante, and Mary Warren.

Edie Parsons was the first female Hayward Police Officer in 1957; was a recognized sexual assault investigator and subject matter expert; was the first female patrol sergeant in California in 1976; became the first female Hayward Police Lieutenant in 1980; and was a professor at California State University Hayward and San Jose State University.

Barbara Jean LaPlante was the department secretary for the Public Administration Department of California State University, Hayward; was the founding member of the St Bede's Catholic parish in Hayward; served as past president of the St. Bede's Women's Club; was active in the Schafer Park School PTA; was past president of the South Hayward Democratic Club; was a community activist and leader in the California State Employees Association Retiree Division and created the Declaration of Rights for state retirees. Ms. LaPlante was the mother of Rich LaPlante, a longtime member of the Keep Hayward Clean and Green Task Force.

Mary C. Warren was a longtime prominent Alameda County civic leader; was appointed by President John F. Kennedy as Deputy Director of Personnel for the U.S. Post Office and she co-authored the first labor contract for the Postal Service; served as an elected member of the East Bay Municipal Utility District Board and as President and Vice President of the Highland Medical Center Board; was a director on the Oakland-Alameda County Coliseum Joint Powers Authority Board; was a board member of the 100 Club of Alameda County; and was a pioneer for women's equality.

**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](http://www.Hayward-CA.gov)

---

**File #:** MIN 16-086

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** City Clerk

**SUBJECT**

Minutes of the City Council Meeting on September 20, 2016

**RECOMMENDATION**

That the City Council approves the minutes of the City Council meeting on September 20, 2016.

**ATTACHMENTS**

Attachment I Draft Minutes of September 20, 2016



**MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 20, 2016, 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 Mayor Halliday.

**ROLL CALL**

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

**COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS**

City Manager McAdoo spoke about the Eden Township Healthcare District. There was Council's consensus for staff to bring the item to a future Council meeting.

Hayward High School students were in attendance during the public session of the meeting.

**CLOSED SESSION ANNOUNCEMENT**

City Attorney Lawson announced that the Council convened in closed session concerning two items: 1) a conference with property negotiators pursuant to Government Code 54956.8 regarding State-owned parcels along Route 238 Bypass Alignment; 2) public employment pursuant to Government Code 54957 regarding the City Manager's performance evaluation. It was noted that there was no reportable action taken.

**PUBLIC COMMENTS**

Ms. Stella Santos, Hayward teacher, referred to an investigation report for the Hayward Unified School District (HUSD) and the alleged violence perpetrated against a woman.

Mr. Jim Drake, Hayward resident, spoke about information that is published on ebcitizen.com and spoke about matters related to the former Superintendent and the HUSD.

Ms. Wynn Grcich, Hayward resident, spoke about her candidacy on the HUSD Board.

Mr. Luis Reynoso, HUSD Board Trustee, expressed disappointment at the alleged support that the former HUSD Superintendent received from certain Council members

Mayor Halliday asked the Sergeant-at-Arms to escort Mr. Drake and Mr. Reynoso out of the Council Chambers because they were disrupting the Council meeting.

Mayor Halliday noted that the City Council, as a legislative body, had not taken any position related to the matters of the Hayward Unified School District or its former Superintendent.

Mr. Joe Ramos, HUSD Board Trustee candidate, asked Council members not to get involved in the matters involving the HUSD Board and the former Superintendent.

Mr. Kim Huggett, Hayward Chamber of Commerce president, made three announcements: 1) the Mariachi Festival on September 16, 2016; 2) Leadership Hayward Class of 2016-2017 applications; and 3) the 31<sup>st</sup> Annual Business Expo at the St. Rose Hospital's Grand White Tent on October 5, 2016.

Ms. Ysenia Sepulveda, Hayward resident, urged the City to approve a resolution in support of the Standing Rock Sioux Tribe in its effort to protect its water and natural resources.

Mr. Steven Dunvar, Hayward resident, offered three comments: the proposed bike lanes in fast streets are not safe; was not comfortable with the 60 percent resident approval requirement for Tier III in the proposed Neighborhood Traffic Calming Program; and expressed support for Measure F1-Hayward Area Recreation and Park District bond issuance.

Mr. Mark Branco, Hayward resident, asked that the Council give attention to the neighbors' concerns and the emergency vehicle access when Council reviews the Neighborhood Traffic Calming Program.

Ms. Betty DeForest, Hayward resident, congratulated Hayward for bringing Downtown Streets Team to Hayward and requested that the Hayward Hunger and Homeless Task Force be polled to address the winter shelter.

Mayor Halliday and Council Members Mendall, Peixoto, Zermeño and Salinas spoke about the accusations directed to Council members related to matters involving the HUSD Board and former Superintendent Dobbs; and spoke about their individual positions on the matter.

City Clerk Lens announced that October 24<sup>th</sup> was the last day to register to vote in the November 8, 2016 election; and noted that the Eden Area League of Women Voters was hosting an information forum on Measure EE and a HUSD Board's candidate forum on September 21, 2016 at City Hall.

## **CONSENT**

1. I-880/92 Reliever Route: Phase 1 Project - Design Agreement and Construction Agreement Amendments **CONS 16-527**

Staff report submitted by Director of Public Works Fakhrai, dated September 20, 2016, was filed.



**MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 20, 2016, 7:00 p.m.**

---

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

Resolution 16-169, "Resolution Authorizing the City Manager to Execute an Amendment to the Agreement with Kimley-Horn and Associates, Inc. for Construction Support Services Associated with the Construction of the I-880/SR-92 Reliever Route – Phase 1 Project, Project 05197"

Resolution 16-170, "Resolution Authorizing the City Manager to Execute an Increase in Construction Contract with O.C. Jones and Sons, Inc. for Construction Services of the I-880/SR-92 Reliever Route – Phase 1 Project, Project 05197"

2. Adoption of Ordinance Re-enacting Article 18 of Chapter 8 of the Hayward Municipal Code Regarding the Utility Users Tax; and Amending Section 8-18.260 Thereof for the Purpose of Extending the Utility Users Tax from June 30, 2019 to June 30, 2039, Per the Approval of Measure by the Voters on June 7, 2016 **CONS 16-550**

Staff report submitted by City Clerk Lens, dated September 20, 2016, was filed.

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

Ordinance 16-20 "An Ordinance of the City of Hayward Re-Enacting Article 18 of Chapter 8 of the Hayward Municipal Code Regarding the Utility Users Tax; and Amending Sec. 8-18.260 Thereof for the Purpose of Extending the Utility Users Tax from June 30, 2019 to June 30, 2039, Per the Approval of Measure by the Voters on June 7, 2016"

## **WORK SESSION**

3. Neighborhood Traffic Calming Program Update (Report from Public Works Director Fakhrai) **WS 16-003**

Staff report submitted by Director of Public Works Fakhrai, dated September 20, 2016, was filed.

Public Works Director Fakhrai announced the report and introduced Associate Transportation Engineer Midididdi who provided a synopsis of the report.

Discussion ensued among Council Members and City staff related to the proposed Neighborhood Traffic Calming Program (NTCP).

Council members were in general agreement with the proposed NTCP and offered the following suggestions: emphasize the educational approach of the proposed NTCP; whenever feasible, consider roundabouts as a traffic calming solution; if the use of plants for median islands and sidewalk planters cannot be done citywide, consider doing it in stages; search for more grants; consider adding more bicycle lanes on Mission and Hesperian Boulevards; the Traffic Volumes, Vicinity to Schools and Pedestrian Generators criteria need to be higher on the priority list for allocating resources; consider the center island narrowing/pedestrian refuge at B Street and Foothill Boulevard; whenever possible, incorporate lighting as a safety feature; consider campaign messages to target poor behavior such as texting while driving; provide more tools to the public to address/report issues; pursue public/private partnerships for traffic calming projects; incorporate an input mechanism to Tier I and II for the community to contribute to the proposed NTCP; explore a community service component to traffic violations; engage local traffic schools; enforce speed limit and provide consistency within major thoroughfares; measure the effectiveness of the various methods over time; look for opportunities to use traffic circles as traffic calming mechanisms; consider adding tree canopies to roads; consider two tiers when establishing the project priority list such as speeding and accidents; consider a traffic light at Farm Hill Drive and Hayward Boulevard; and incorporate a community campaign for the proposed NTCP.

## **LEGISLATIVE BUSINESS**

### **4. Options for Litter Reduction Strategies (Report from Utilities and Environmental Services Director Ameri and Maintenance Services Director Rullman) LB 16-096**

Staff report submitted by Director of Utilities and Environmental Services Director Ameri and Maintenance Services Director Rullman, dated September 20, 2016, was filed.

Utilities and Environmental Services Director Ameri announced the report and Environmental Services Manager Pearson provided a synopsis of the report.

There being no public comments Mayor Halliday opened and closed the public hearing at 9:13 p.m.

Discussion ensued among Council Members and City staff related to the proposed litter reduction strategies.

Council members offered the following suggestions: have a meeting with the Hayward Chamber of Commerce and fast food restaurants about the impact of litter and address the



**MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 20, 2016, 7:00 p.m.**

---

proposed mitigation strategies, and if businesses are not receptive, then explore measures such as citations; explore the option to charge fast food restaurants the actual cost of picking up the litter generated by their businesses; obtain data about major litter contributors in Hayward; educate the public about the impact of litter on the environment; consider a poster contest for signage that is engaging and addresses litter control; conduct a campaign to educate the public using current channels; engage the Lean Innovation group to seek solutions for illegal dumping; have private trash receptacles in public places; identify areas that generate more trash and target them with the proposed strategies to reduce litter; increase “big bellies” near parks and continue to work with HARD; place larger trash cans at bus stops; exhaust the proposed options for litter control before imposing a litter fee; have more signage; if a fee is enacted, consider using it to help with education costs; utilize resources such as the Downtown Streets Team to help mitigate litter; offering a solution to address litter might be a leverage point to get people involved; bring back a report with more refined and effective litter reduction options.

5. Approval of Resolutions in Support of Various State and Local Ballot Initiatives for the November 2016 General Election (Report from City Manager McAdoo)

Staff report submitted by City Manager McAdoo, dated September 20, 2016, was filed.

City Manager McAdoo announced the report and introduced Management Analyst Stefanski who provided a synopsis of the report.

Discussion ensued among Council Members and City staff related to: Ballot Referendum Proposition 67: The Plastic Bag Ban; Measure C1 – AC Transit 20-Year Parcel Tax Extension; Measure F1: Hayward Area Recreation and Park District \$250M Bond Issuance; Proposition 55: 12 Year Extension of Proposition 30 Tax Increase; Proposition 51: School/Community College \$9B Capital Improvement Bond Issuance; Measure RR: Bay Area Rapid Transit District \$3.5B Bond Issuance; and Proposition 65: Dedication of Revenue from Disposable Bag Sales to Wildlife Conservation Fund.

Mayor Halliday opened the public hearing at 9:51 p.m.

Ms. Estee Sepulveda, AC Transit representative, noted that the intent of the AC Transit special parcel tax measure in 2004 was to extend the term to 2013 and the current Measure C1 proposed to extend the parcel tax for 20 years.

Mayor Halliday closed the public hearing at 9:55 p.m.

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

Resolution 16-171, "Resolution in Support of the November 2016  
Ballot Initiative: Measure C1-AC Transit 20-Year Parcel Tax  
Extension"

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

Resolution 16-172, "Resolution in Support of the November 2016  
Ballot Initiative: Measure F1: Hayward Area Recreation and Park  
District \$250M Bond Issuance"

Council Member Zermeño offered a motion per staff's recommendation and Council Member Márquez seconded the motion.

Council Member Lamnin did not support the motion because she did not think the Council had enough information about the measure.

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

AYES: Council Members Zermeño, Márquez, Peixoto,  
Salinas  
MAYOR Halliday  
NOES: Council Member Lamnin  
ABSENT: None  
ABSTAINED: Council Member Mendall

Resolution 16-173, "Resolution in Support of the November 2016  
Ballot Initiative: Measure RR: Bay Area Rapid Transit District  
\$3.5B Bond Issuance"

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

Resolution 16-174, "Resolution in Support of the November 2016  
Ballot Referendum Proposition 51: School/Community College  
\$9B Capital Improvement Bond Issuance"

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

Resolution 16-175, "Resolution in Support of the November 2016  
Ballot Referendum Proposition 67: The Plastic Bag Ban"



**MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 20, 2016, 7:00 p.m.**

---

The Council requested an opportunity to vote on two additional propositions, Proposition 55 and Proposition 65. Proposition 55: 12 Year Extension of Proposition 30 Tax Increase and Proposition 65: Dedication of Revenue from Disposable Bag Sales to Wildlife Conservation Fund.

It was moved by Council Member Zermeño, seconded by Council Member Márquez, and carried unanimously, directing staff to bring back information indicating the City's position on Propositions 55 and 65.

**CITY MANAGER'S COMMENTS**

There were none.

**COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS**

Council Member Márquez praised the 7<sup>th</sup> Annual Mariachi Festival held at City Hall Plaza on September 16, 2016, and thanked all the participants.

Council Member Zermeño announced the Keep Hayward Clean and Green Annual Beautification Event on September 24, 2016, at Hesperian Boulevard and Middle Lane.

Mayor Halliday reported on her attendance at the Hayward Chamber of Commerce ribbon-cutting for the Downtown Streets Team on September 20, 2016, at the Hayward Area Historical Society Museum.

Council Member Salinas made two announcements: 1) the Hayward Promise Neighborhood collected 30 percent of the survey results for the Jackson Triangle area; 2) Mr. Salinas was delivering a lecture, "Pathways from Mexico to the U.S.: A Review of Immigration Policies," during the Hayward Library's LATIN@: IMMIGRATION series on September 21, 2016, at the Hayward Main Library.

**ADJOURNMENT**

Mayor Halliday adjourned the meeting at 10:16 p.m., in memory of Pauline Dragoo.

It was noted that Pauline Dragoo and her husband Rodney Dragoo had served the community with passion and distinction at events such as the National Night Out parties and crime prevention events; had organized and hosted community events in the Sky West neighborhood and had served as unofficial block captains for several years; and in 2013 became block captains. Mayor Halliday asked staff to work with the Dragoo family to find a suitable place to plant a tree in memory of Pauline Dragoo.



**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](http://www.Hayward-CA.gov)

---

**File #:** MIN 16-087

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** City Clerk

**SUBJECT**

Minutes of the City Council Meeting on September 27, 2016

**RECOMMENDATION**

That the City Council approves the minutes of the City Council meeting on September 27, 2016.

**ATTACHMENTS**

Attachment I Draft Minutes of September 27, 2016



**MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 27, 2016, 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 Mayor Halliday.

**ROLL CALL**

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

**COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS**

In response to Council Member Zermeño's request for the City to recognize youth accomplishments in the community, the City Council formed an ad hoc committee comprised of Mayor Halliday and Council Members Zermeño and Salinas for the sole purpose of identifying ways the Council could recognize youth accomplishments in the community.

**CLOSED SESSION ANNOUNCEMENT**

City Attorney Lawson announced the Council convened in closed session concerning four items: 1) conference with legal counsel pursuant to Government Code 54956.9 regarding Goodfellow Top Grade Construction, LLC v. City of Hayward, Alameda County Superior Court, No. RG15770542; 2) anticipated litigation; and 3) conference with property negotiators pursuant to Government Code 54956.8 regarding State-owned parcels along Route 238 Bypass Alignment. Council provided direction to staff related to Item 2 and took no reportable action on Items 1 and 3.

City Attorney Lawson added that the City Council unanimously approved to add an item to the agenda related to anticipated litigation pursuant to Government Code 54954.2(b)(2) because the matter came to the attention of the City subsequent to the posting of the agenda. Council provided unanimous direction to staff.

Mayor Halliday announced that Public Hearing No. 6 would not be discussed and it would be continued to October 18, 2016, at the request of staff.

**PRESENTATIONS**

Acting Police Chief Koller presented the City of Hayward Good Citizen Award to Sarah Avalos for showing courage, calm and bravery under extraordinary circumstances. Sarah Avalos, a 12-year-old girl, helped save her father's life after a violent attack.

Assembly Member Quirk provided an update on legislation related to: bond for housing for the disabled community; grant to help Habitat for Humanity develop the Sequoia Grove; landmark climate change and infrastructure design and construction; greenhouse gas emissions from transportation; bond for transportation projects; and human trafficking. Assembly Member Quirk noted that Assembly Bill 1785 (Quirk), which updated the law relating to the use of electronic devices while operating a vehicle, had been signed by Governor Brown.

Mayor Halliday read a certificate proclaiming October 1, 2016, and the first Saturday of October in future years to be “Bay Day” in the City of Hayward and commended all Bay Day organizers for their efforts. Mayor Halliday and Council Member Mendall presented the Proclamation to San Francisco Bay Trail Project Manager, Laura Thompson.

## **PUBLIC COMMENTS**

Mayor Halliday noted the Council operates according to the Brown Act and under guidance from the Council Member Handbook.

Ms. Victoria Stump, Hayward resident, expressed gratitude for the service the Police Department provides to the community.

Mr. Steve Dunn, Eden Shores representative, requested that the remaining land next to Costco be changed to flex space.

Mr. Luis Reynoso, Hayward Unified School District (HUSD) Board Trustee, spoke about the Brown Act and referred to service contracts approved by the former Superintendent.

Mr. Kim Huggett, Hayward Chamber of Commerce President, announced the 31<sup>st</sup> Annual Business Expo at the Grand White Tent at St. Rose Hospital on October 5, 2016.

Mr. Charlie Peters, with Clean Air Performance Professionals, spoke about a pilot study for reduction of global warming gases.

Mr. Joe Ramos, HUSD Board Trustee candidate, spoke the alleged Council members’ support for the former Superintendent.

Mr. Jim Drake, Hayward resident, spoke about the Brown Act and Robert Rules of Order.

Mr. Robert Sakai, Hayward resident, spoke about Hayward CLASS (Civic Leaders Advocating for Student Success) and read a portion of the letter from educators related to the HUSD Board.

Mr. Michael Sweeney, former Hayward Mayor, read the rest of the letter signed by the educators.



**MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 27, 2016, 7:00 p.m.**

---

Council Member Márquez noted the last day to register to participate in the Presidential Election was October 24, 2016.

**CONSENT**

1. Approval of Final Map Tract 7768 - Arf Avenue Development - associated with the previously approved tentative map and proposed development of nine single family detached homes on a 1.59 acre site at the corner of Arf Avenue and Baumberg Avenue in the Mount Eden Area, APN 456-0048-004-02; Peak Financial Group (Applicant/Owner) **CONS 16-519**

Staff report submitted by Development Services Director Rizk, dated September 27, 2016, was filed.

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

Resolution 16-176, "Resolution Approving Final Map for Tract 7768 and Authorizing the City Manager to Execute a Subdivision Agreement"

2. Authorization for the City Manager to Execute an Agreement with KBM Workspace for the Purchase of Office Modules and Furniture for the Criminal Investigation Bureau of the Hayward Police Department **CONS 16-552**

Staff report submitted by Acting Police Chief Koller, dated September 27, 2016, was filed.

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

Resolution 16-177, "Resolution Authorizing the City Manager to Negotiate and Execute a Contract with KBM Workspace for Remodel of Hayward Police Department Criminal Investigations Bureau"

3. Revisions to the City's Conflict of Interest Code **CONS 16-555**

Staff report submitted by City Clerk Lens, dated September 27, 2016, was filed.

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

Resolution 16-178, "Resolution Accepting the Additions and Revisions to the Conflict of Interest Code"

4. Adoption of Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2017 **CONS 16-573**

Staff report submitted by Human Resources Director Collins, dated September 27, 2016, was filed.

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

Resolution 16-179, "Resolution Approving the Amended Fiscal Year 2017 Salary Plan Designating Positions of Employment in the City Government of the City of Hayward and Salary Range; and Superseding Resolutions No. 16-098 and All Amendments Thereto"

## **WORK SESSION**

5. Request to Consider Allowing Release of All Residential Building Permits Prior to Construction of the Main Tenant Building at the Eden Shores Retail Center (Report from Development Services Director Rizk) **WS 16-056**

Staff report submitted by Development Services Director Rizk, dated September 27, 2016, was filed.

Development Services Director Rizk provided a synopsis of the report.

Discussion ensued among Council Members, City staff and Mr. Steve Dunn related to the Eden Shores development; services for the proposed retail center; amendment to the development agreement; Costco's restrictions about the type of business for the proposed retail center; change of use from business park zoning to flex space; and input from Eden Shores' neighbors.

Generally, the City Council was not in agreement about amending the development agreement to release the two residential building permits prior to construction of the main tenant building at the Eden Shores Retail Center.

## **PUBLIC HEARING**

6. 2016 Update of the City of Hayward Affordable Housing Impact Fees (Report from Director of Library and Community Services Reinhart) **PH 16-086**



**MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 27, 2016, 7:00 p.m.**

---

The Public Hearing was continued to October 18, 2016.

7. Proposed New Single-Family Home on an Undeveloped Site with Slopes that Exceed 20% Located at the Terminus of Dryden Court (Assessor's Parcel Number 081D-2086-064-00) for Bijan Mashaw (Applicant/Owner). Proposed Project Includes Adoption of a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program (Report from Development Services Director Rizk) **PH 16-091**

Staff report submitted by Development Services Director Rizk, dated September 27, 2016, was filed.

Senior Planner Schmidt provided a synopsis of the staff report.

Mayor Halliday opened the public hearing at 9:13 p.m.

Ms. Isabel Souto, proposed property's neighbor, expressed concern with the grading, geological and soil impacts of the proposed project and the precedent that allowing larger homes would set for future development.

Mr. Bijan Mashaw, project applicant, clarified that the size of the house was not as large as depicted in the renderings and there would not be impacts to view.

Ms. Sonja Puoletti, proposed property's neighbor, expressed concern about the size of the proposed property and the impact to the integrity of the hillside.

Mayor Halliday closed the public hearing at 9:17 p.m.

Discussion ensued among Council Members and City staff related to the integrity of the hillside for neighbors above and below the proposed property; the development stability; and the size of the proposed property compared with neighboring homes.

Council Member Mendall offered a motion per staff's recommendation with two amendments: that a Condition of Approval related to locking mailboxes be added, and that Condition of Approval No. 19, related to the mulch color requirement, be removed.

Council Member Zermeño seconded the motion.

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

Resolution 16-180, "Resolution Adopting the Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program and Approving the Site Plan Review Application 201600993 Pertaining to Construction and Related Grading for a New Single-Family Home at the Terminus of Dryden Court"

## **LEGISLATIVE BUSINESS**

### **8. Adoption of a Resolution Changing the Composition of the Council Economic Development Committee (Report from City Manager McAdoo) **LB 16-099****

Staff report submitted by City Manager McAdoo, dated September 27, 2016, was filed.

City Manager McAdoo provided a synopsis of the report.

There being no public comments, Mayor Halliday opened and closed the public hearing at 9:40 p.m.

Council Member Zermeño offered a motion per staff's recommendation and suggested that business experts be representatives from different areas in Hayward. Council Member Mendall seconded the motion.

Council Member Lamnin requested that the proposed resolution be amended to include reflection of the City Council's commitment to community engagement in committee discussion.

Council Member Zermeño and Mendall were amenable to the friendly amendment.

Council Member Márquez was not in agreement with the staff recommendation because the action would contradict the Council's encouragement of community involvement.

Council Member Mendall shared that after the Council Sustainability Committee had changed its membership composition, the number of public members attending the meetings had increased significantly, and he hoped the same would occur with the Council Economic Development Committee.

Mayor Halliday shared the concerns expressed by Council Member Márquez.

It was moved by Council Member Zermeño, seconded by Council Member Mendall, and carried with Council Member Márquez voting no, to adopt the resolution with the addition of language reflecting the City Council's commitment to community engagement in committee discussion:

Resolution 16-181, "Resolution to Amend the Membership of the Council Economic Development Committee (CEDC) and to Direct Staff to Include Outside Expertise Presentations as a Part of Each





**MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF HAYWARD**  
**Council Chambers**  
**777 B Street, Hayward, CA 94541**  
**Tuesday, September 27, 2016, 7:00 p.m.**

---

CEDC Agenda”

9. Approval of Resolutions Supporting State Proposition 55 and Opposing State Proposition 65 (Report from City Manager McAdoo) **LB 16-100**

Staff report submitted by City Manager McAdoo, dated September 27, 2016, was filed.

City Manager McAdoo provided a synopsis of the report.

There being no public comments, Mayor Halliday opened and closed the public hearing at 9:55 p.m.

Mayor Halliday noted that the president of the Hayward Education Association, Mercedes Faraj, urged the City Council to support Proposition 55.

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

Resolution 16-182, “Resolution in Support of the November 2016  
Ballot Initiative: Proposition 55: 12 Year Extension of Proposition  
30 Tax Increase”

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

Resolution 16-183, “Resolution in Opposition of the November  
2016 Ballot Initiative: Proposition 65: Dedication of Revenue  
from Disposable Bag Sales to Wildlife Conservation Fund”

### **CITY MANAGER’S COMMENTS**

City Manager McAdoo spoke about her attendance at the International City/County Management Association Annual Conference in Kansas City on September 25-28, 2016.

### **COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS**

Council Member Salinas made three announcements: 1) the Hayward Promise Neighborhood’s survey in the Jackson Triangle area; 2) AT&T Foundation awarded the Hayward Promise Neighborhood and its partners a \$500,000 grant; and 3) a lecture/book discussion series at the Hayward Main Library regarding immigration policies and a book entitled “The Distance Between Us” by Reyna Grande.

Council Member Lamnin announced the Science in the Park event on October 1, 2016 at the Alden E. Oliver Sports Park.

Mayor Halliday announced the October 4, 2016 Council meeting was cancelled because the City Council would be attending the Annual Hayward Volunteer Recognition and Awards Dinner at the St. Rose Hospital Grand White Tent. Mayor Halliday also noted that the Council will be holding a special Council meeting on Thursday, October 13, 2016.

**ADJOURNMENT**

Mayor Halliday adjourned the meeting at 10:10 p.m.

**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](http://www.Hayward-CA.gov)

---

**File #:** CONS 16-520

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** Director of Development Services Department

**SUBJECT**

Filing Nuisance Abatement/Municipal Code Liens with the County Recorder's Office for Non-Abatable Code Violations

**RECOMMENDATION**

That Council adopts the attached resolution (Attachment II) confirming the report, non-abatable code violations, and penalty liens associated with the Code Enforcement Division and Community Preservation/Rental Housing Programs.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution



DATE: October 18, 2016

TO: Mayor and City Council

FROM: Development Services Director

## SUBJECT

Filing Nuisance Abatement/Municipal Code Liens with the County Recorder's Office for Non-Abatable Code Violations

## RECOMMENDATION

That Council adopts the attached resolution (Attachment II) confirming the Report, non-abatable code violations, and penalty liens associated with the Code Enforcement Division and Community Preservation/Rental Housing Programs.

## BACKGROUND

The purpose of this Nuisance Abatement/Municipal Code confirmation is to consider the proposed Report and filings of liens with the County Recorder's Office as a third collection tool for the Community Preservation and Rental Housing Programs. The Resolution will officially confirm the properties in violation of the following City ordinances and will be filed with the County.

Hayward's Community Preservation and Improvement Ordinance: Article 7, Chapter 5 of the Hayward Municipal Code (HMC), otherwise known as the Community Preservation and Improvement Ordinance, makes it unlawful for Hayward property owners to allow the condition of their property to deteriorate to the point that it becomes detrimental to the public health, safety, or general welfare of the community. This includes both inhabited properties and vacant properties, whether residential or commercial. Typical violations include debris, trash, overgrown vegetation, graffiti, signs, zoning issues, abandoned and/or inoperable vehicles, and the like.

Hayward's Residential Rental Inspection Ordinance: Article 5, Chapter 9 of the Hayward Municipal Code (HMC), otherwise known as the Residential Rental Inspection Ordinance (RRIO), creates an inspection program for residential rental units in the City. The purpose of the RRIO is to safeguard the stock of safe and sanitary rental housing by inspecting units for violations of housing and building codes. This includes all rental housing units and hotels and motels. Typical violations include housing violations such as inadequate maintenance, and unpermitted building, plumbing, electrical and mechanical work.

Hayward's Public Nuisance Ordinance: Article 1, Chapter 4 of the Hayward Municipal Code (HMC), otherwise known as the Public Nuisance Ordinance, defines a public nuisance as anything which is injurious to health, or is indecent, offensive to the senses, or an obstruction to the free use of property so as to interfere with the comfortable or safe enjoyment of life or property of the community.

These ordinances provide staff an alternative method of enforcement and collections for non-abatable violations of the HMC. A condition on property is considered non-abatable when City staff cannot perform the abatement and the property owner fails to comply with the City's requirement to perform abatement. Examples of non-abatable conditions include fence height(s) and/or structures that do not meet setback requirements, illegal structures, businesses operating without an approved use permit (if applicable) or failing to comply with Conditions of Approval of an approved use permit, parking violations, rental housing violations, and illegal units. Adoption of the Resolution will authorize staff to file a lien against properties in violation with the County Recorder's Office.

This additional enforcement process does not affect or change the Administrative Hearing request process, nor the Special Assessment Process. However, this Nuisance Abatement/Municipal Code Violations lien process is an additional means of enforcement when dealing with non-abatable code violations. Staff utilizes the lien and special assessment processes independently or in conjunction to enhance compliance efforts. The lien process differs from that used for special assessments in that a violation and fee are recorded on a property's title to alert potential buyers or those with a fiduciary interest in the property, such as a lending institution, of the property violation and the need to pay a fee. The primary function of special assessments, related to action taken by Council on July 19, is to allow the City to collect past due fees via annual tax bills. Authority for this process is granted under the Community Preservation and Improvement Ordinance, Residential Rental Inspection Ordinance and Government Code Section 38773.1.

## DISCUSSION

As of the date of this report, there are twenty-one (21) properties being submitted to Council for the filing of a Nuisance Abatement/Municipal Code Violations lien, as listed in Exhibit "A" in the attached resolution (Attachment II). The unpaid charges, which total over \$73,000, plus any administrative costs of the County, will become liens on the property titles. When the properties are sold or refinanced, the liens will be paid through escrow.

Staff sends a minimum of three notices to the property owner in question and, if applicable, to the tenants. The first notice informs the recipient of the violation and the right to an Administrative Hearing to dispute the factual findings. The notices are sent by first class mail with proof of service. The final notice is also delivered by way of process server. The final notice details all related costs and/or fees and informs the affected parties of the opportunity to request an Administrative Hearing. The notice also encourages them to make the needed corrections(s) to bring their properties into compliance. To date, no Administrative Hearings have been requested to be heard by the City's hearing officer. A confirmed copy of the

Nuisance Abatement/Municipal Code Violations form will be sent to the owner, tenant and lender once received from the County Recorder's Office.

#### FISCAL IMPACT

There is no negative fiscal impact to the City of Hayward resulting from this action. There will be 100% cost recovery reimbursement through the lien process. In order to change ownership of a property, a lien must be satisfied. If the property is sold or the owner refinances, the City will receive reimbursement through escrow. All reimbursed funds are allocated to the General Fund and support the Code Enforcement Division's on-going compliance efforts.

#### PUBLIC CONTACT

Notice of City Council's confirmation of this report was published in The Daily Review on October 7, 2016.

Prepared by: Eusebio Espitia, Code Enforcement Manager

Recommended by: David Rizk, Development Services Director

Approved by:



---

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_

Introduced by Council Member

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.

WHEREAS, in connection with the Code Enforcement Division, Community Preservation/Rental Housing Programs, the Code Enforcement Manager has rendered an itemized report ("the Report", attached as Exhibit "A") in writing to the City Council showing the Community Preservation/Residential Rental Inspections and Zoning Ordinance non-abatable code violations and related fines, fees, penalties and lien costs for certain properties in the City of Hayward described in the Report; and

WHEREAS, the hour of 7:00 p.m. on Tuesday, October 18, 2016, in the Council Chambers, City Hall, 777 B Street, Hayward, California, was fixed as the time and place for the City Council to confirm the Report, as published and noticed in the manner required by Section 5-7.110 of the Municipal Code; and

WHEREAS, the Report was presented at the time and place fixed, and the City Council has considered the report and all comments with respect thereto.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward confirms, except as may be amended by Council, the Report of the Code Enforcement Manager of the City of Hayward Code Enforcement Division, Community Preservation/Rental Housing Programs on costs and non-abatable ordinance violations associated with the properties described in the Report.

BE IT FURTHER RESOLVED that payments of all fines, fees, penalties and lien costs confirmed hereby may be received by the City of Hayward Finance Director within ten days from the date of this resolution and thereafter such official shall transmit the unpaid charges to the County Recorder's Office for a Nuisance Abatement lien on said property(s) listed in Report.

IN COUNCIL, HAYWARD, CALIFORNIA October 18, 2016

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

MAYOR:

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



## Exhibit "A"

<u>Address/Lien Amount</u>			<u>Zoning/Violation</u>
1.	22938 Atherton St.	\$2,708	Central City Commercial (CC-R) Unpermitted construction and failure to adequately maintain the property.
2.	27376 Capri Ave.	\$2,808	Single Family Residential (RS) Unpermitted construction.
3.	26439 Cascade St.	\$1,686	Residential Single Family Zone (RS) Unpermitted construction and a fence has been installed in excess of height requirements.
4.	27748 Coronado St.	\$2,708	Residential Single Family Zone (RS) Unpermitted construction.
5.	1764 D St.	\$6,849	Residential Single Family Zone (RS) Unpermitted construction.
6.	22461 Foothill Blvd.	\$2,708	Central City Commercial (CC-C) Unpermitted construction.
7.	23986 Foley St.	\$7,168	Industrial Zone (I) Operating a business without a Conditional Use Permit.
8.	27678 Havana Ave.	\$3,839	Residential Single Family Zone (RS) Unpermitted construction.
9.	26894 Lauderdale Ave.	\$2,708	Residential Single Family Zone (RS) Unpermitted construction.
10.	24496 Margaret Dr.	\$3,083	Residential Single Family Zone (RS) Unpermitted construction, interior of residence and garage conversion.
11.	27755 Miami Ave.	\$2,708	Residential Single Family Zone (RS) Zoning violation, structure within front setback.
12.	27791 Ormond Ave.	\$2,708	Residential Single Family Zone (RS) Unpermitted construction.
13.	27030 Parkside Dr.	\$3,083	Residential Single Family Zone (RS) Unpermitted storage of vehicles and parking on an unapproved surface.

## ATTACHMENT II

14.	22427 Sonoma St.	\$2,708	Single Family Residential (RS) Unpermitted construction and operating a group home without a use permit.
15.	24574 Sybil Ave.	\$4,752	Urban General Zone (MB T4-1) Unpermitted construction, garage conversion.
16.	27810 Tampa Ave.	\$2,708	Single Family Residential (RS) Unpermitted construction.
17.	1110 Thiel Rd.	\$4,105	Single Family Residential (RSB10) Unpermitted construction and excessive storage outdoor storage of debris/ materials.
18.	26782 Tyrrell Ave.	\$3,839	Residential Single Family Zone (RS) Unpermitted construction.
19.	28961 Vagabond Ln.	\$4,752	Residential Single Family Zone (RS) Unpermitted construction.
20.	29011 Vagabond Ln.	\$2,708	Residential Single Family Zone (RS) Unpermitted construction.
21.	27228 Whitman St.	\$2,708	Residential Single Family Zone (RS) Unpermitted construction and accumulation of debris/materials.

SUMMARY CHART

1.	22938 Atherton St.	\$2,708
2.	27376 Capri Ave.	\$2,808
3.	26439 Cascade St.	\$1,686
4.	27748 Coronado St.	\$2,708
5.	1764 D St.	\$6,849
6.	22461 Foothill Blvd	\$2,708
7.	23986 Foley St..	\$7,168
8.	27678 Havana Ave.	\$3,839
9.	26894 Lauderdale Ave.	\$2,708
10.	24496 Margaret Dr.	\$3,083
11.	27755 Miami Ave.	\$2,708
12.	27791 Ormond Ave.	\$2,708
13.	27030 Parkside Dr.	\$3,083
14.	22427 Sonoma St.	\$2,708
15.	24574 Sybil Ave.	\$4,752
16.	27810 Tampa Ave.	\$2,708
17.	1110 Thiel Rd	\$4,105
18.	26782 Tyrrell Ave.	\$3,839
19.	28961 Vagabond Ln.	\$4,752
20.	29011 Vagabond Ln.	\$2,708
21.	27228 Whitman St.	\$2,708
	TOTAL	\$73,044



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** CONS 16-623

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** Director of Maintenance Services

**SUBJECT**

Resolution Appropriating Funding for Replacement Street Sweeper

**RECOMMENDATION**

That Council adopts the attached resolution (Attachment II) appropriating existing fund balance to purchase a replacement street sweeper, in an amount not to exceed \$285,000.

**ATTACHMENTS**

Attachment I Staff Report  
Attachment II Resolution



DATE: October 18, 2016

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT

Resolution Appropriating Funding for Replacement Street Sweeper

#### RECOMMENDATION

That Council adopts the attached resolution (Attachment II) appropriating existing fund balance to purchase a replacement street sweeper, in an amount not to exceed \$285,000.

#### SUMMARY

Previously scheduled for replacement in FY 2018, this request to initiate the replacement of a high maintenance sweeper now is being presented due to the large cumulative maintenance costs incurred, the need to negate a pending high value repair, and the long-lead time required to place an order and receive a new sweeper. Funds are currently available in the unallocated Fleet Capital Replacement Fund.

#### BACKGROUND

Fleet Management is responsible for the acquisition, operation, maintenance, and disposal of over 430 pieces of City equipment. A ten-year replacement plan is maintained to replace City equipment based on availability of funds, equipment safety, cumulative maintenance costs, mileage, and age. Annual equipment replacement is budgeted in the Fleet Capital Replacement Fund, which is approved annually as part of the Capital Improvement Budget.

Fleet management utilizes an economic lifecycle analysis in updating the fleet replacement ten-year plan. An economic life cycle analysis is a management tool used to analyze total ownership and operating costs throughout a vehicle's life to estimate the optimum point in time or usage to replace the vehicle. The typical parameters used in an economic life cycle analysis consist of: vehicle purchase cost, cost of money or interest rate, maintenance and repair expenses, number of miles traveled or hours used per year, downtime costs, fuel expenses, annual depreciation expenses, obsolescence costs, and salvage value.

Based on fleet data, staff has determined that sweepers should be replaced on an economical life cycle of eight years, to maximize useful life, while replacing the equipment at the intersection where depreciated value meets total maintenance cost. Projecting forward, with the increased contributions that staff has built into the Fleet CIP, future replacement of this class of vehicle is scheduled every eight years starting in FY 2018. This replacement timeline will save the City considerably on the total holding cost of the equipment over its useful life.

The City's Street Sweeping Program operates in direct support of the Council's Safe, Clean, and Green priorities. The City currently has five Sweeper Equipment Operators who perform bi-weekly street sweeping throughout residential, commercial, and industrial areas of the City. Street sweeping removes accumulations of trash, leaves, and dirt within the gutters, and helps the City to maintain an aesthetically pleasing environment, as well as aiding in complying with various Federal and State Water Quality requirements. The City of Hayward uses the latest technologies in sweeping equipment in order to comply with various air quality regulations, including the use of vacuum-type sweepers that are designed to reduce emissions dust.

In FY 2017, the Streets Maintenance Division added back the fifth Sweeper Equipment Operator position, which was eliminated in FY 2011. The position returned to the program because the staff and equipment expense was fully offset by street sweeping citation revenue. However, in order to defray the initial start-up cost, an old sweeper was kept for the newly added staff member to initially use. This sweeper was scheduled to be replaced in the ten-year replacement plan in the following year, FY 2018, using Fleet Capital Replacement funds. However, after further staff review of the cumulative repair costs, along with the identification of a pending high value repair, Fleet Management recommends replacing the sweeper now.

## DISCUSSION

Fleet Management has focused on making solid financial decisions related to the City's existing fleet assets and replacement purchases. That being said, staff is recommending an early replacement for a high maintenance item, a twelve-year old street sweeper. Based on staff's evaluation, the Tymco Model 600 Regenerative Air System was chosen as the replacement sweeper, as it provides reliability, performance, and a clean sweep. This model was chosen due to its low cost of ownership and environmental friendliness. To facilitate this purchase and satisfy the City's competitive procurement requirements, staff will be piggybacking on a Houston-Galveston Area Council (H-GCA) purchase contract, which satisfies the City's competitive procurement requirements.

## ECONOMIC IMPACT

The total accumulated maintenance history of this sweeper exceeds the original purchase price for this twelve-year-old sweeper. Replacing this sweeper now will add value by eliminating the need to make further high value repairs.

## FISCAL IMPACT

Unallocated Fleet Capital Reserve Fund Balance will be appropriated for this purchase, in an amount not to exceed \$285,000.

## SUSTAINABILITY FEATURES

Low Emissions: The Model 600 auxiliary engine offers the lowest emissions technology available (Tier 4 Final).

Longer Period Between Services: The Model 600 air cleaner offers a longer interval between oil and maintenance services, which means less maintenance cost.

Less Water, Better Dust Control: The Model 600 is the only street sweeper on the market with a high-efficiency centrifugal dust separator for maximum fine dust particulate separation which provides excellent dust control while using less water. The Model 600 has a water capacity of up to 330 gallons which provides hours of sweeping, which in turn reduces overall fuel consumption by eliminating trips to refill the water tank.

## NEXT STEPS

If the City Council appropriates the funding in the attached resolution, staff will prepare and execute the necessary documents.

Prepared by: Denise Blohm, Management Analyst II

Recommended by: Todd Rullman, Director of Maintenance Services

Approved by:



---

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 16-

Introduced by Council Member \_\_\_\_\_

ADOPTION OF A RESOLUTION TO APPROPRIATE FLEET CAPITAL FUND  
BALANCE TO PURCHASE A REPLACEMENT STREET SWEEPER

WHEREAS, staff retained a twelve-year old street sweeper for use by a staff position added in FY 2017 to defray the initial startup cost of the new position;

WHEREAS, the total cumulative maintenance cost of said street sweeper has exceeded the initial cost of the sweeper;

WHEREAS, staff has identified that a high value repair is needed for the sweeper;

WHEREAS, the original replacement timeline for the sweeper was designated for FY 2018 in the Ten-Year Fleet Replacement Plan;

WHEREAS, there are currently existing undesignated funds available in the Fleet Capital Replacement Fund for use in this purchase;

WHEREAS, staff is requesting to place the order now for a replacement sweeper due to the long lead time required between placing an order and receiving a new sweeper.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAYWARD that existing undesignated Fleet Capital Replacement Fund Balance be appropriated in the amount of \$285,000 to account 737-40-0000-00000-71170-07351 to replace a high maintenance street sweeper.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2016

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:



ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** CONS 16-633

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** City Clerk

**SUBJECT**

Resolution Accepting the Resignation of Ms. Natasha Neves from the Keep Hayward Clean and Green Task Force and Ms. Annette DeJulio from the Community Services Commission

**RECOMMENDATION**

That the City Council adopts a resolution accepting the written resignation of Ms. Natasha Neves from the Keep Hayward Clean and Green Task Force and the resignation of Ms. Annette DeJulio from the Community Services Commission.

**ATTACHMENTS**

Attachment I Staff Report  
Attachment II Resolution  
Attachment III Resignation Letter from Neves



DATE: October 18, 2016

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Resolution Accepting the Resignation of Ms. Natasha Neves from the Keep Hayward Clean and Green Task Force and Ms. Annette DeJulio from the Community Services Commission

#### RECOMMENDATION

That the City Council adopts a resolution accepting the written resignation of Ms. Natasha Neves from the Keep Hayward Clean and Green Task Force and the resignation of Ms. Annette DeJulio from the Community Services Commission.

#### BACKGROUND AND DISCUSSION

Ms. Natasha Neves was appointed to the Keep Hayward Clean and Green Task Force on September 16, 2014, and Ms. Annette DeJulio was appointed to the Community Services Commission on September 16, 2014. Ms. Neves' resignation letter is attached. Ms. DeJulio verbally expressed to the City Clerk that she was honored to have served the Community Services Commission, but that she needed to resign at this time.

Resignations of both individuals become effective immediately. Their vacated positions will be filled as part of the annual appointment process for the City's appointed officials to Boards, Commissions, Committees, and Task Forces.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:

---

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION No. 16-

Introduced by Council Member \_\_\_\_\_

RESOLUTION ACCEPTING THE RESIGNATION OF NATASHA NEVES FROM THE  
KEEP HAYWARD CLEAN AND GREEN TASK FORCE AND ANNETTE DEJULIO FROM  
THE COMMUNITY SERVICES COMMISSION

WHEREAS, Ms. Natasha Neves was appointed to the Keep Hayward Clean and Green Task Force on September 16, 2014, and Ms. Annette DeJulio was appointed to the Community Services Commission on September 16, 2014;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the Council hereby accepts the resignations of Natasha Neves from the Keep Hayward Clean and Green Task Force and Annette DeJulio from the Community Services Commission; and commends them for their civic service to the City.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2016.

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

September 23, 2016

**From: Natasha Neves**

**To: Office of the City Clerk**

Miriam Lens  
777 B Street, 4<sup>th</sup> Floor  
Hayward, CA 94541

Dear Task Force Members,

The purpose of this letter is to advise you of my immediate resignation from the Keep Hayward Clean and Green Task Force. Please know that I have thoroughly appreciated and enjoyed the opportunity to serve with you.

I am proud of our collective achievements and the progress that has been made towards improving the community.

Thank you for allowing me to be part of a dynamic team and the opportunity to make a real difference in the community. Please keep in touch.

Best Regards,



Natasha Neves

cc: Todd Rullman



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** CONS 16-634

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** City Clerk

**SUBJECT**

Resolution Reappointing Council Member Márquez to the Alameda County Mosquito Abatement District Board of Trustees for the next two-year term ending December 31, 2018

**RECOMMENDATION**

That the City Council adopts the attached resolution reappointing Council Member Márquez to the Alameda County Mosquito Abatement District (ACMAD) Board of Trustees for the next two-year term ending December 31, 2018.

**ATTACHMENTS**

Attachment I Staff Report  
Attachment II Resolution  
Attachment III Letter from the ACMAD



DATE: October 18, 2016

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Resolution Reappointing Council Member Márquez to the Alameda County Mosquito Abatement District Board of Trustees for the next two-year term ending December 31, 2018

#### RECOMMENDATION

That the City Council adopts the resolution reappointing Council Member Márquez to the Alameda County Mosquito Abatement District (ACMAD) Board of Trustees for the next two-year term ending December 31, 2018.

#### BACKGROUND

On March 17, 2015, the City Council appointed Council Member Márquez as its representative on the ACMAD Board of Trustees to fill the remaining term left by Mayor Halliday, which would have expired on December 31, 2015. The District's records incorrectly showed a term ending December 31, 2016, but Council Member Márquez continues to serve on the Board. Ms. Márquez currently serves on the Policy Committee and the Salary Committee of the District.

As indicated in Attachment III, the District is requesting an appointment for another two-year term ending December 31, 2018. Council Member Márquez has expressed interest in continuing to serve on this Board.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:

---

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION No. 16-

Introduced by Council Member \_\_\_\_\_

RESOLUTION REAPPOINTING COUNCIL MEMBER MÁRQUEZ AS THE CITY OF  
HAYWARD REPRESENTATIVE TO THE ALAMEDA COUNTY MOSQUITO  
ABATEMENT DISTRICT BOARD OF TRUSTEES FOR THE NEXT TWO-YEAR TERM  
ENDING DECEMBER 31, 2018

WHEREAS, on March 17, 2015, the City Council confirmed Council Member Márquez as its representative on the Alameda County Mosquito Abatement District Board of Trustees to fill the remaining term left by Mayor Halliday ending December 31, 2015.

WHEREAS, Council Member Márquez continues to serve in this capacity since December 31, 2015, and is currently serving on the Policy and Salary Committees of the District.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the Council hereby reappoints Council Member Márquez as the City of Hayward representative on the Alameda County Abatement District Board of Trustees to the next two-year term from January 1, 2017 through December 31, 2018.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2016.

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

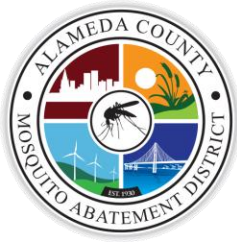
ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward





23187 Connecticut Street  
Hayward, CA 94545

T: (510) 783-7744  
F: (510) 783-3903

[acmad@mosquitoes.org](mailto:acmad@mosquitoes.org)

October 3, 2016

## Board of Trustees

### *President*

Richard Guarienti

### **Dublin**

### *Vice-President*

Kathy Narum

### **Pleasanton**

### *Secretary*

Robert Dickinson

### **Piedmont**

Humberto Izquierdo

### **County at Large**

Wendi Poulson

### **Alameda**

P. Robert Beatty

### **Berkeley**

Scott Donahue

### **Emeryville**

George Young

### **Fremont**

Elisa Marquez

### **Hayward**

James N. Doggett

### **Livermore**

Eric Hentschke

### **Newark**

Jan O. Washburn

### **Oakland**

Ursula Reed

### **San Leandro**

Ronald E. Quinn

### **Union City**

### **Ryan Clausnitzer**

*District Manager*

Miriam Lens  
City Clerk  
City of Hayward  
777 B Street  
Hayward, CA 94541

## Re: Reappointment of Councilmember Marquez for ACMAD Board

Ms. Marquez was appointed to the Alameda County Mosquito Abatement Board by your City Council on March 3<sup>rd</sup>, 2015 fulfilling Mayor Halliday's term, ending December 31<sup>st</sup> 2015. Our previous records (incorrectly) showed her appointment to a full two-year term ending on December 31<sup>st</sup>, 2016. We respectfully request an appointment be made by your city for the next two-year term ending December 31<sup>st</sup> 2018.

Ms. Marquez expressed her willingness to continue serving on our board. Her commitment and engagement has been of great value to the District. Ms. Marquez currently serves on the Policy Committee where she was instrumental in a complete re-write of the District Policy Manual. She also served on the Salary Committee where she successfully negotiated a 3-year Memorandum of Understanding for the employees.

We shall appreciate your sending us a signed copy of your resolution appointing your Trustee to our Board for the term ending December 31st, 2018.

Please let me know if you have any additional questions.

Sincerely,

A handwritten signature in dark ink, appearing to read "Ryan Clausnitzer".

Ryan Clausnitzer  
District Manager



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** WS 16-063

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT**

Fire Stations 1-6 and Fire Training Center Improvement Project Update

**RECOMMENDATION**

That Council reviews this report and comments on the design and program plan for the Fire Stations 1-6 and Fire Training Center Improvement Projects.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Fire Station 6 and Fire Training Center Master Plan



DATE: October 18, 2016

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT

Fire Stations 1-6 and Fire Training Center Improvement Project Update

#### RECOMMENDATION

That Council reviews this report and comments on the design and program plan for the Fire Stations 1-6 and Fire Training Center Improvement Projects.

#### BACKGROUND

On June 3, 2014, voters approved Measure C which authorized the City of Hayward to increase the sales tax rate in the City by one-half cent for twenty years to restore and maintain City services and facilities, including firefighting/emergency medical services; improving police services to neighborhoods; replacing the aging library with a 21st century facility; repairing potholes and streets; updating aging neighborhood fire stations; and other City services. On October 10, 2014, City consultant, RossDrulisCusenbery (RDC), completed a facility needs assessment report for Fire Stations 1-6 and the Fire Training Center, and determined that substantial upgrades are needed in these aging facilities. On May 26, 2015, Council authorized the City Manager to execute professional services agreements for final design services with RDC Architecture and for project management services with Kitchell. Since design work began, the project has proceeded through several design phases including the completion of the design development phase for Fire Stations 1-5 and the master planning of Fire Station 6 and the Fire Training Center.

#### DISCUSSION

##### Fire Stations 1-6

Fire Station 1 is a two-story 14,780 square foot building constructed in 1995. This station serves the downtown area. Fire Station 2, located on West Harder Road, is a 4,795 square foot building constructed in 1958, which serves commercial and residential neighborhoods. In 1995, an addition was made to the station to house the department's fire extinguishing maintenance and filling room. This station also has a separate building for the maintenance and repair of the department's self-contained breathing apparatus equipment. Fire Station 3, on Medinah Street, is a 3,465 square foot building constructed in 1956 that serves the

commercial and residential neighborhoods in South Hayward. In 1995, an addition was made to house the department's radio repair and maintenance room. Fire Station 4, located on Loyola Avenue, is a 3,460 square foot building constructed in 1956 and serves central Hayward. In 1995, an addition to this station was made to provide an additional office area and washroom. Fire Station 5, located on Skyline Drive, is a 3,950 sf building constructed in 1975. The station was renovated in 2002 to add a ladder maintenance shop and a weight room.

Providing safe fire stations for the occupants and the public is one of the City's top priorities. The first priority is seismic retrofit of these stations to meet the life safety structural performance level such that the buildings will be strengthened to prevent collapse and to prevent loss of life in a seismic event. Fire Stations 1 through 5 will need structural upgrades that include reinforcement of exterior and interior walls. Fire Stations 1 and 2 will have additional seismic performance level such that, after a seismic event, these stations will retain their strength and be safe to occupy. Additionally, Fire Stations 1, 2 and 4 are in a liquefaction zone which requires modification to the existing foundation to mitigate liquefaction-induced settlement. The older Fire Stations 2 through 5, which were built before the 1970s, will require abatement of material containing asbestos and lead. Other safety improvements at the stations will include: vehicle exhaust system upgrades; adding an extractor to clean contaminated turnout gear; and separation of exhaust fumes in the apparatus bay from sleeping quarters.

Renovation for these stations are also needed to improve energy efficiency. Fire Station 1 upgrades include changing the internal and exterior light fixtures to LED. The older Fire Stations 2-5, in addition to the new LED light fixtures, will also include attic and wall insulation, new doors, new double pane windows, new skylights and HVAC replacement. Finally, Fire Stations 2-5 will have photovoltaic panels added on the roof for additional energy efficiency. These "green" improvements will offset approximately 70% or more of the existing energy consumption. Photovoltaic panels are not currently included as part of the renovation for Fire Station 1 because the building is already energy efficient with newer windows and insulated walls. Additionally, due to the limited space taken by mechanical equipment on the roof, photovoltaic panels will need to be installed over new carport structures. This is estimated to cost an additional \$350,000, which staff will ask Council to consider at a future date if funds become available.

Fire Stations 1-5 include improvements for quicker response time. All stations will have improvements to the station alerting systems. The existing overhead sectional exit apparatus doors will be replaced with faster operating, low-maintenance four-fold doors. Lastly, for Fire Stations 1-4, GPS-based traffic signal pre-emption systems will be added to the stations and at the traffic signal on street intersections near these fire stations. Fire Station 5 does not require this system because there are no nearby signalized intersections.

Other improvements will include making upgrades to each building to comply with ADA accessibility requirements in the areas of renovation, including upgrades in the showers and washrooms. Other renovation work will include casework replacement in the office area. Kitchens will also be renovated with new appliances and counter tops. The walls and floors

will be replaced. Finally, utility upgrades, including replacing old sewer, water, gas and electrical panels will be made.

Because of the extensive hazardous material abatement and renovation, the work will be disruptive to the crews working within the stations. Therefore, temporary housing arrangements will have to be made for the various stations. Construction at Fire Stations 1, 2, 3 and 5 will start at about the same time. During construction, Fire Station 2 fire personnel and apparatus will be temporarily housed at the larger Fire Station 6. Fire Station 3 fire personnel and apparatus will be temporarily housed at the new Fire Station 7. Fire Stations 4 and 5 are further from other fire stations and will need to be temporarily housed in other locations with trailers and shelters in order to keep the response time delays to a minimum. After renovation work is completed at Fire Station 5, the crew trailer and apparatus shelter will move to the temporary Fire Station 4 location and be made available for the personnel, and then renovation work can begin at Fire Station 4.

Fire Station 6 is located in West Winton and serves the industrial area. Being adjacent to the Hayward Executive Airport, it also houses the Aircraft Rescue and Fire Fighting (ARFF) unit. Construction of the new Fire Station 6 will be included as part of the Fire Training Center, discussed below.

#### Fire Training Center

Located on West Winton Ave and adjacent to the Hayward Executive Airport, the current Fire Training Center consists of a collection of structures and training facilities assembled over the past forty years. The facility consists of four main buildings, a four-story training tower, a classroom building, a burn building, and a storage building. The facility also includes a fire apparatus driver training course, inclined training surface, and an engine water test flow. This facility provides firefighting survival, rescue training, continuing training and education for new recruits, department personnel and fire science colleges. These facilities are antiquated and generally dilapidated.

The wood framed training tower was originally built in 1958 at Fire Station 2 and moved in 1975 to its current location. While the tower is still actively used, it is in poor condition. Similarly, the classroom building was a refurbished building built in 1960 and reassembled at the existing site. This building is in poor condition and is not compliant with current accessibility requirements, but continues to serve as offices for the training center, classroom, simulation room for training functions, and lockers and washrooms used by staff and trainees. The storage building for training equipment also serves as an office, staff break room, and the volunteer radio coordination room. It is recommended that this building be replaced with a facility to store reserved vehicles. The burn building constructed in 1975 is also in poor condition and is recommended to be replaced. The apparatus driver training course, inclined training surface, and engine water test flow will also need to be replaced.

In April 2016, staff and the City consultant visited the Fort Worth Public Safety Complex designed by RDC's consultant team, Abercrombie Planning + Design, to see firsthand the facility and which elements could or should be incorporated into Hayward's Fire Training Center. One of the key observations was creating a layout designed to allow for multiple

groups to use the facility simultaneously. The proposed layout of the City's new Fire Training Center will allow multiple classes to be conducted concurrently while maintaining the day-to-day operations of Fire Station 6 and the ARFF unit.

The new Fire Station 6 and Fire Training Center are proposed to be built in phases (Attachment II):

#### Phase 1

- New Fire Station 6 will have the capacity to house two fire companies with apparatus bays for one engine, one truck and the active ARFF unit, and offices on the first floor and sleep rooms, restrooms, day room, kitchen and dining rooms on the second floor.
- Attached to the new Fire Station 6 will be a two story building for the main lobby, administration offices, classrooms, simulator rooms, conference rooms and restrooms.
- Four story mixed use commercial style propane-fed Class B burn building to conduct live exercises.
- Two-story Victorian, residential style wood/hay fed Class A burn building.
- Supply storage building.
- Apparatus storage and service structure including turnout rooms and restrooms.
- Apparatus driver training course.

#### Future phase

- Aviation hanger training structure
- Urban search and rescue training structure
- Outdoor classroom building
- Elevated BART station training structure
- Flash over fire training

The proposed Fire Training Center will serve the ever growing training needs of the department, and potentially other agencies that travel long distances to other locations for training that is not currently available in the Bay Area. Traveling to other training centers is expensive and time consuming. The full build out would include every structure shown in the above Phase 1 plus the future phase components. This would make an ideal training center but is currently cost prohibitive. The department is seeking partners to generate additional funding for the full build out. Currently, the proposed project includes only the Phase 1 components.

Because the Fire Training Center is located on airport property, the project requires FAA approval. Staff met with FAA to introduce the project. FAA has concerns that the improvement project contains non-aeronautical elements. At a minimum, FAA is requiring an update of the Airport Layout Plan and submittal of FAA Form 7460 Notice of Proposed Construction or Alteration. Staff is currently working on providing those documents.

## FISCAL AND ECONOMIC IMPACT

The project will be entirely funded by Measure C funds. The estimated project costs are as follows:

Fire Station 1-5	
Construction	\$7,150,000
Design	\$650,000
Temporary Housing During Construction	\$300,000
Other Cost (OFOL, Fixture, Furniture & Equipment)	\$1,400,000
Construction Administration, Inspection and Testing	\$1,000,000
Fire Station 1-5 Project Total	\$10,500,000

Measure C, as shown in the FY17 Capital Improvement Project, includes adequate funding for the Fire Stations 1-5 renovation project. After bids are received, staff will update the project cost and adjust the budget as necessary.

<u>Fire Station 6 &amp; Fire Training Center</u>	
<u>Construction</u>	<u>\$30,500,000</u>
<u>Design</u>	<u>1,800,000</u>
<u>Temporary Housing</u>	<u>\$500,000</u>
<u>Other Cost (OFOL, Fixture, Furniture &amp; Equipment)</u>	<u>\$2,000,000</u>
<u>Construction Administration, Inspection, Testing</u>	<u>\$3,200,000</u>
<u>Fire Station 6 &amp; FTC Total</u>	<u>\$38,000,000</u>
<u>Combined Project Total</u>	<u>\$48,500,000</u>

Measure C, as shown in the FY17 Capital Improvement Project, includes funding for Fire Station 6 and the Fire Training Center. However, with the current level of design and cost estimate, there is a shortfall of \$10,000,000. This shortfall is due to increases in project cost with items that were added, such as expanded site improvements, street improvements for better access to the facility, demolition of existing Fire Station 6, a structurally enhanced building to serve as an Emergency Operations Center, training props, and systems for Net Zero Energy buildings. When further detailed level of design and cost estimates are provided, staff will update Council, including a plan to close the shortfall.

## SUSTAINABILITY FEATURES

1. Water: Water efficient plumbing fixtures.

The project includes the installation of water efficient plumbing fixtures to reduce water consumption.

2. Environment: Bay-Friendly Landscaping & Storm Water Treatment.

This project will implement Bay-Friendly Landscaping techniques to use native plants and climate appropriate plants at the Fire Stations and at the Fire Training Center.

This project will install bio-swales at the Fire Training Center to treat storm water runoff from the pavement and filters pollution from the storm water before entering the San Francisco Bay.

3. Energy: Replace windows, installation of LED lighting, skylights, and PV panels.

This project will install energy efficient windows, LED lighting, skylights, and PV panels providing electricity and maintenance cost savings.

## SCHEDULE

### Fire Stations 1-5 Renovation

Complete Design

December 2016

Begin Work

April 2017

Complete Work

April 2018

### New Fire Station 6 and Fire Training Center

Complete Design

February 2018

Begin Work

July 2018

Complete Work

November 2019

Prepared by: Yaw Owusu, Assistant City Engineer

Recommended by: Morad Fakhrai, Director of Public Works

Approved by:



---

Kelly McAdoo, City Manager



## Fire Station 6 and Fire Training Center

PHASE 1

### A-1 CLASS A BURN BUILDING TRAINING STRUCTURE

Residential Style

2.5-story with walk-out basement, 4,635 SF

### A-2 BURN BUILDING SUPPLY STRUCTURE

Residential-style

1-story, 1,040 SF

### B CLASS B BURN BUILDING TRAINING STRUCTURE

Mixed Use Commercial Style

4-story, 12,084 SF

### C CLASSROOM BUILDING

2-story, 5,865 SF

### D VEHICLE SERVICE STRUCTURE

1-story, 6,808 SF

### K NEW FIRE STATION #6

2-story, 6,800 SF

FUTURE  
PHASE

### E AVIATION HANGER TRAINING STRUCTURE

1-story, 4,968 SF

### F URBAN SEARCH AND RESCUE TRAINING STRUCTURE

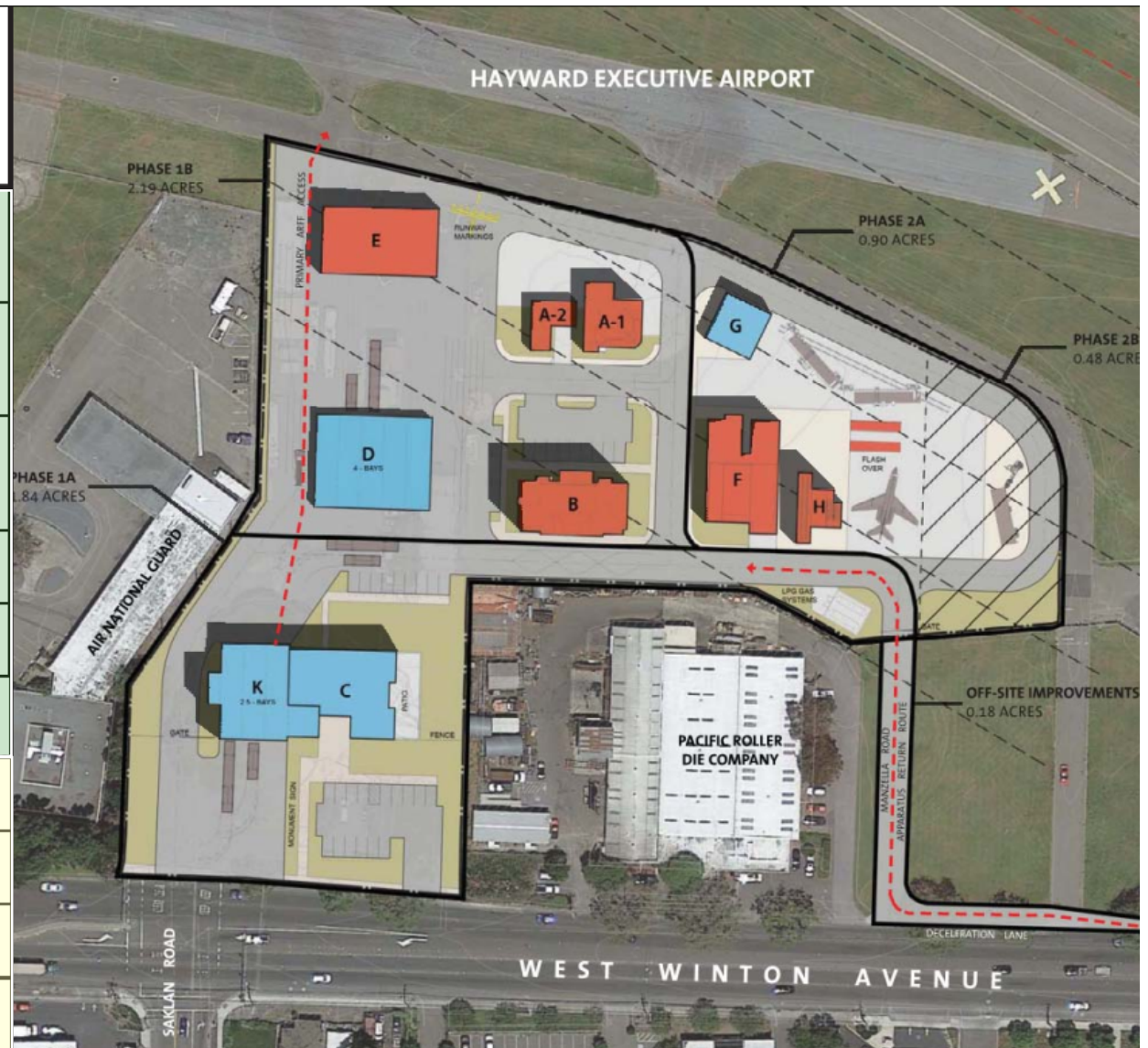
2-story, 8,900 SF

### G OUTDOOR CLASSROOM BUILDING

1-story, 1,600 SF

### H ELEVATED BART STATION TRAINING STRUCTURE

2-story, 1,313 SF





# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** WS 16-064

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** Acting Director of Finance

**SUBJECT**

Presentation of City of Hayward User Fee Study

**RECOMMENDATION**

That City Council reviews and provides feedback on user fees as calculated in the City's User Fee Study conducted by Willdan Financial Services.

**ATTACHMENTS**

Attachment I Staff Report

Attachment II Comprehensive User Fee Study Report Completed by Willdan Financial



DATE: October 18, 2016

TO: Mayor and City Council

FROM: Acting Director of Finance

SUBJECT Presentation of City of Hayward User Fee Study

## RECOMMENDATION

That City Council reviews and provides feedback on user fees as calculated in the City's User Fee Study conducted by Willdan Financial Services.

## SUMMARY

Staff recently completed a comprehensive study of all of the City's User Fees; the study was conducted by Willdan Financial Services. The User Fee Study (the study) has calculated costs associated with all user fees and is presenting those amounts as the proposed fees to be charged by the City as of January 1, 2017. The proposed fees shown in the study have been calculated at a level, unless noted otherwise, to allow the City to achieve full cost recovery, and no more.

## BACKGROUND

The last comprehensive user fee study was completed in July 2008. Over the last eight years (FY 2009 – FY 2016), the City has undergone minor 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. Given the changes to the City's structure, staffing levels, and the cost of operations during this period, the study recently undertaken is more comprehensive and will provide updates to user fees throughout the City. The study has assisted in making appropriate changes to some of the methodology behind calculating user fees.

As part of a general cost recovery strategy, local governments have adopted user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. As 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 recover full costs. To the extent that the City uses general tax monies to provide services that it has the ability to 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.

## Legislative Requirements

### Proposition 13

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

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

### Proposition 26 Review

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 the voters whereas fees can be approved by legislative bodies, such as a City Council.

### Proposition 218

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.

## DISCUSSION

### Goals of the study

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

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Enhancing fairness and equity
- Ensuring compliance with State law
- Developing a comprehensive list of fees that is easy to update

- Maintaining fees in accordance with City policies and goals

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

## Methodology

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected. The standard fee limitation established in California law for property-related (non-discretionary) fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

## Fully Burdened Hourly Rates

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

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

## Changes to calculation methodology and fee structure

The Study shows changes to current and new fees. Most changes are based on the effort and costs associated with said fees. Two notable differences, however, are those related to the methodology used to calculate Development Services Department’s Building Division fees related to new tract homes and subdivisions and the augmentation of the Residential Rental Inspection Program Fee Schedule.

Development Services Department’s Building Division (section begins on page 60 of the study)

The 2008 fee study completed by Maximus created a very complex and difficult to follow fee model for Building Permits and Fees. The City has moved away from the methodology and

has used the valuation method for all Building Permits and Fees aside from fees for new single-family and multi-family homes.

The Willdan fee study proposes to assess all building permit fees based on the valuation method, which is fairly standard throughout the construction industry. Fees using the valuation method consider the following factors to determine the value of a property\*:

- 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.
- The current ICC Valuation data used in the study 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 (as shown in the table on page 60 of the study).

\*For discussion purposes, the term property includes all new buildings, additions, tenant improvements, residential remodels and cell sites.

A similar method is currently being used by the cities of Berkeley, San Jose, Oakland, the City and County of San Francisco and many more.

Below is a demonstration of the current fees for a new single family residence using methodology from the Maximus study:

Current Fee Schedule Based on Square Footage (Maximus)

Project type: New Single-Family Detached Home

Valuation: N/A since fees are based on square footage

Habitable square footage (R-3 code designation): 3,000 square feet

Non habitable / garage square footage (U code designation): 400

Plan Check Fee: \$6,043

Inspection Fee: \$1,188

The table below shows what the fee for a single family residence using the valuation method as proposed in the study as shown in Attachment II.

New Fee Schedule Based on Valuation (Willdan)

Project type: New Single-Family Detached Home

Valuation: \$412,748 (based on minimum valuation per square foot in new fee schedule).

Habitable square footage (R-3 code designation): 3,000 square feet  
Non habitable / garage square footage (U code designation): 400 square feet  
Plan Check Fee: \$3,476  
Inspection Fee: \$3,476

### Residential Rental Inspection Program

The City of Hayward currently has 22,974 rental units located on 8,030 parcels. The residential rental inspection program was initiated in February of 1989 to assure California's mandate to maintain minimum housing standards could be accomplished by the City for its residents. The City has never achieved full cost recovery for the efforts and are currently well below the fee level of many comparable cities. The current proposal is designed to recover costs and assist in maintaining and improving the conditions of residential rentals in the City which will achieve many of the goals supported by Council. The proposed fees for the Residential Rental Program are demonstrated in the Development Services section of Attachment II.

### ECONOMIC IMPACT

The overall economic impact is currently unknown. Although approving the proposed fee levels will have a minor economic impact on the community, in that only certain fees will be increased, others will be decreased.

### FISCAL IMPACT

Adopting these fee changes will not materially impact overall City revenues; however, it will allow for more self-sufficient and sustainable service levels in many areas of the City. The fees will also help the City recover the costs of doing business from those who are requesting specific services, thus freeing up General Fund resources for other community-wide services.

### PUBLIC CONTACT

On September 12<sup>th</sup>, representatives from the Development Services Department presented proposed changes to the Residential Rental Inspection Program to the Rental Housing Association of Southern Alameda County. On September 28, 2016 a draft of the study was presented to the Council Budget and Finance Committee.

### NEXT STEPS

The study will be brought back to Council on October 25, 2016 for a public hearing and approval. Once approved, the fees will take effect January 1, 2017.

Prepared by and Recommended by: Dustin Claussen, Acting Director of Finance

Approved by:



---

Kelly McAdoo, City Manager

Attachments:

Attachment II      City of Hayward Comprehensive User Fee Study  
Report completed by Willdan Financial



# City of Hayward

---

## Comprehensive User Fee Study Report

October 12, 2016



***Corporate Office:***

27368 Via Industria

Suite 200

Temecula, CA 92590

Tel: (951) 587-3500

Tel: (800) 755-6864

Fax: (951) 587-3510

***Office Locations:***

Anaheim, CA

Oakland, CA

Sacramento, CA

New York, NY

Orlando, FL

[www.willdan.com](http://www.willdan.com)

## TABLE OF CONTENTS

<b>Executive Summary .....</b>	<b>1</b>
<b>User Fee Background .....</b>	<b>2</b>
Background .....	2
California User Fee History .....	2
Additional Policy Considerations .....	3
<b>Study Objective.....</b>	<b>4</b>
Scope of the Study .....	5
Aim of the Report .....	5
<b>Project Approach and Methodology.....</b>	<b>6</b>
Conceptual Approach .....	6
Fully Burdened Hourly Rates .....	6
Summary Steps of the Study.....	7
Allowable Costs.....	7
Methodology .....	8
Quality Control / Quality Assurance .....	8
Reasons for cost increases / decreases over current fees.....	9
City Staff Contributions.....	9
<b>Hayward User Fees .....</b>	<b>10</b>
Cost Recovery .....	10
Subsidization.....	10
Impact on Demand (Elasticity).....	11
Summary.....	11
<b>City Clerk and City Wide.....</b>	<b>12</b>
<b>Finance .....</b>	<b>12</b>
<b>City Manager .....</b>	<b>13</b>
<b>Development Services .....</b>	<b>13</b>
<b>Police.....</b>	<b>15</b>
<b>Fire .....</b>	<b>15</b>
<b>Information Technology.....</b>	<b>16</b>

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

## EXECUTIVE SUMMARY

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

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

## USER FEE BACKGROUND

### BACKGROUND

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

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

### CALIFORNIA USER FEE HISTORY

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

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

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

---

## ADDITIONAL POLICY CONSIDERATIONS

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

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

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

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

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

## STUDY OBJECTIVE

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

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

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

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

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

---

## SCOPE OF THE STUDY

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

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

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

---

## AIM OF THE REPORT

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



## PROJECT APPROACH AND METHODOLOGY

### CONCEPTUAL APPROACH

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

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

### FULLY BURDENED HOURLY RATES

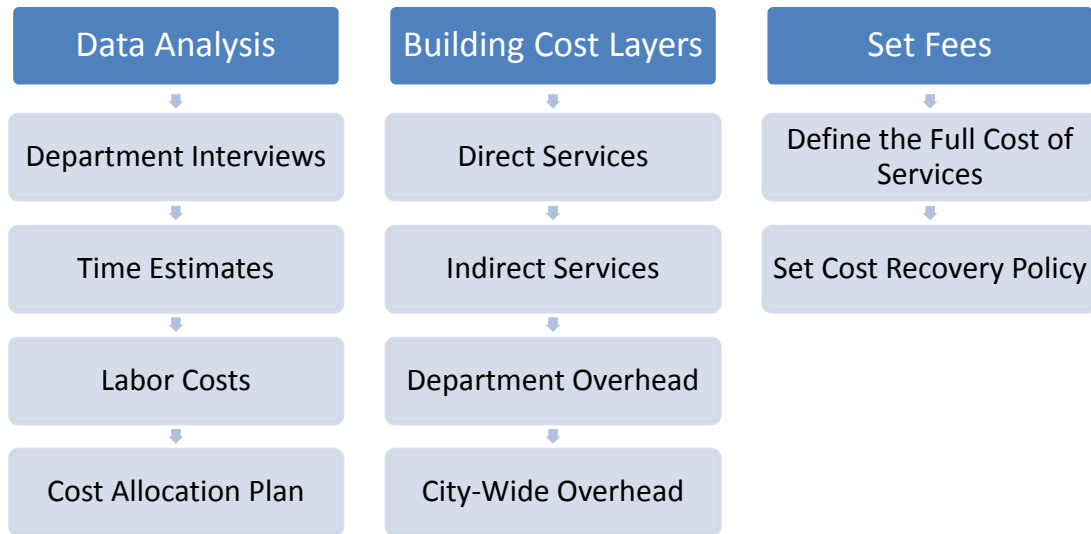
The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits, but also any costs that are reasonably ascribable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

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

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

## SUMMARY STEPS OF THE STUDY

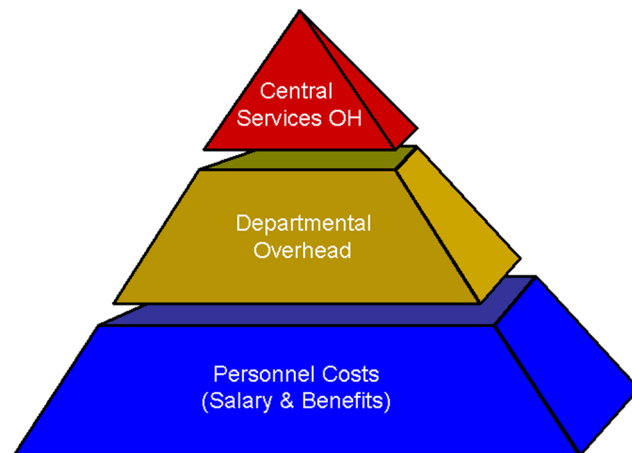
The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



## ALLOWABLE COSTS

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

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



---

## METHODOLOGY

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

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

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

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

---

## QUALITY CONTROL / QUALITY ASSURANCE

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

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

---

## REASONS FOR COST INCREASES / DECREASES OVER CURRENT FEES

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

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

---

## CITY STAFF CONTRIBUTIONS

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

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

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

## HAYWARD USER FEES

### COST RECOVERY

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

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

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

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

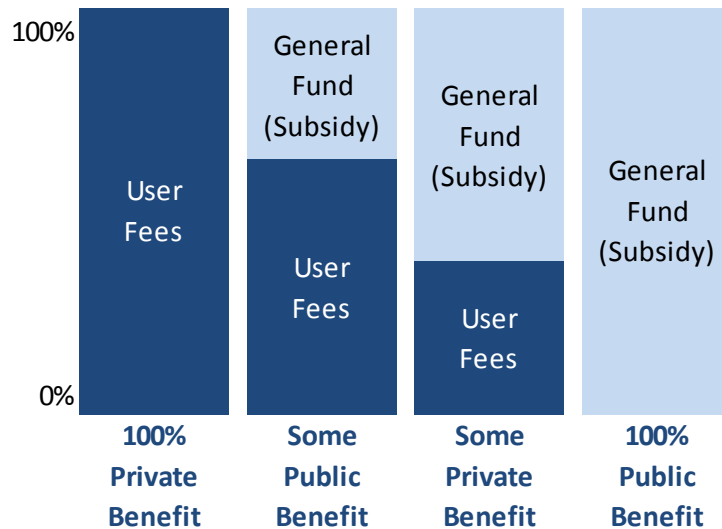
### SUBSIDIZATION

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

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

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

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, such as the General Fund. Therefore, the general taxpayer will potentially help to fund private benefits, and/or other City services will not receive funds that are otherwise directed to cover subsidies.



## IMPACT ON DEMAND (ELASTICITY)

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

## SUMMARY

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

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

## CITY CLERK AND CITY WIDE

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

### ANALYSIS

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

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

## FINANCE

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

### ANALYSIS

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

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

## CITY MANAGER

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

### ANALYSIS

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

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

## DEVELOPMENT SERVICES

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

### BUILDING ANALYSIS

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

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

### PLANNING ANALYSIS

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

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



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

---

## CODE ENFORCEMENT ANALYSIS

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

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

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

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

## POLICE

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

### ANALYSIS

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

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

## FIRE

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

### ANALYSIS

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

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

## INFORMATION TECHNOLOGY

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

### ANALYSIS

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

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

## LIBRARY AND COMMUNITY SERVICES DEPARTMENT

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

### ANALYSIS

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

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

## MAINTENANCE SERVICES DEPARTMENT

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

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

---

## ANALYSIS

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

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

## PUBLIC WORKS

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

---

## ANALYSIS

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

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

## UTILITIES & ENVIRONMENTAL SERVICES

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

### ANALYSIS

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

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

## APPENDIX A – TOTAL ALLOWABLE COST TO BE RECOVERED

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

### City of Hayward - User Fee Overhead Rate Calculations

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

#### Development Breakdown

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

#### Fire Breakdown

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

## APPENDIX B – FULLY BURDENED HOURLY RATES

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

## City of Hayward - User Fee

### Fully Burdened Hourly Rate Calculation - Full Time Employees

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



## City of Hayward - User Fee

### Fully Burdened Hourly Rate Calculation - Full Time Employees

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

# City of Hayward - User Fee

## Fully Burdened Hourly Rate Calculation - Full Time Employees

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

## City of Hayward - User Fee

### Fully Burdened Hourly Rate Calculation - Full Time Employees

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

## City of Hayward - User Fee

### Fully Burdened Hourly Rate Calculation - Full Time Employees

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

## City of Hayward - User Fee

### Fully Burdened Hourly Rate Calculation - Full Time Employees

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

## City of Hayward - User Fee

### Fully Burdened Hourly Rate Calculation - Full Time Employees

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



## City of Hayward - User Fee

### Fully Burdened Hourly Rate Calculation - Full Time Employees

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

## City of Hayward - User Fee

### Fully Burdened Hourly Rate Calculation - Full Time Employees

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



## APPENDIX C – COST RECOVERY ANALYSIS & SUGGESTED FEE LEVELS

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

## All City Departments

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

## City Clerk

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

## Finance

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

## City Manager

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

Planning

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

Planning

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

## Code Enforcement - Rental Housing & Hotel Inspection

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Rental Housing & Hotel Inspection Fees and Penalties	Annual fee for rental housing, hotel or motel units	Single Family, duplex, triplex or fourplex			\$ 88.51	41.00	100%	\$ 88.51	116%
Rental Housing & Hotel Inspection Fees and Penalties	Annual fee for rental housing, hotel or motel units	Five or more units	per unit		\$ 22.13	10.00	100%	\$ 22.13	121%
Rental Housing & Hotel Inspection Fees and Penalties	Request for postponement of initial inspection or progress check	First request			\$ -	No Charge	100%	No Charge	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Initial Inspection (No violations found)			\$ 350.33	No Charge	100%	Included in Annual Fee	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Initial Inspection (Violations found)			\$ 350.33	\$272 per parcel + \$27 hotel/motel room with violation	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - First Progress Check (Violations corrected)			\$ 350.33	No Charge	100%	No Charge	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - First Progress Check (Violations not corrected)			\$ 350.33	\$154 per parcel + \$53 hotel/motel room with violation	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - Second Progress Check		plus \$400 penalty	\$ 350.33	\$154 per parcel + \$53 hotel/motel room with violation + \$200 penalty	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - Third Progress Check		plus \$800 penalty	\$ 350.33	\$154 per parcel + \$53 hotel/motel room with violation + \$400 penalty	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Inspection, report and enforcement actions pursuant to HMC, Ch.9, Art. 5. Rental unit parcels	Progress Checks - Fourth and subsequent Progress Check		plus \$1600 penalty	\$ 350.33	\$154 per parcel + \$53 hotel/motel room with violation + \$800 penalty	100%	\$ 350.33	NA
Rental Housing & Hotel Inspection Fees and Penalties	Initial Inspection or Progress Check - No Access or Re-schedule	No Access - First Site Visit		plus \$400 penalty	\$ 116.78	100.00	100%	\$ 116.78	17%
Rental Housing & Hotel Inspection Fees and Penalties	Initial Inspection or Progress Check - No Access or Re-schedule	No Access - Second Site Visit		plus \$800 penalty	\$ 116.78	200.00	100%	\$ 116.78	-42%
Rental Housing & Hotel Inspection Fees and Penalties	Initial Inspection or Progress Check - No Access or Re-schedule	No Access - Third and subsequent Site Visit		plus \$1600 penalty	\$ 116.78	400.00	100%	\$ 116.78	-71%
Rental Housing & Hotel Inspection Fees and Penalties	Rent Control Deregulation Inspection pursuant to Ord. No. 83-023, as amended	Initial inspection/survey and one re-inspection			\$ 700.65	246.00	100%	\$ 700.65	185%
Rental Housing & Hotel Inspection Fees and Penalties	Rent Control Deregulation Inspection pursuant to Ord. No. 83-023, as amended	Additional re-inspections	per inspection		\$ 350.33	154.00	100%	\$ 350.33	127%
Rental Housing & Hotel Inspection Fees and Penalties	Lien (per parcel)				\$ 630.90	342.00	100%	\$ 630.90	84%
Rental Housing & Hotel Inspection Fees and Penalties	AdministrativeHearing Fee				\$ 946.35	225.00	100%	\$ 946.35	321%



## Code Enforcement - Community Preservation Program

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Community Preservation Program	Request for Postponement of Inspection	1st Request			\$ 84.20	No Charge	100%	\$ 84.00	NA
Community Preservation Program	Request for Postponement of Inspection	2nd Request		plus \$100 penalty	\$ 84.20	No Charge	100%	\$ 84.00	NA
Community Preservation Program	Request for Postponement of Inspection	3rd Request		plus \$200 penalty	\$ 84.20	No Charge	100%	\$ 84.00	NA
Community Preservation Program	Request for Postponement of Inspection	"No Show" for Inspection		plus \$200 penalty	\$ 392.68	175.00	100%	\$ 392.00	124%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Initial inspection)			\$ 626.70	No Charge	100%	\$ 626.00	NA
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Reinspection shows violation eliminated)			\$ 626.70	No Charge	100%	\$ 626.00	NA
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Reinspection shows violation still exists)		plus \$100 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Second inspection shows violation still exists)		plus \$200 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Third inspection shows violation still exists)		plus \$500 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (Fourth inspection shows violation still exists)		plus \$500 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	First Violation (fifth and subsequent inspections shows violation still exists)		plus \$500 penalty	\$ 626.70	522.00	100%	\$ 626.00	20%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	Subsequent violation within 1 year (Initial inspection and notices)		plus \$800 penalty	\$ 743.71	651.00	100%	\$ 743.00	14%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	Subsequent violation within 1 year (Each subsequent inspection violation still exists)		plus \$1000 penalty	\$ 626.70	506.00	100%	\$ 626.00	24%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	Abatement Costs	per parcel	plus contractor costs	\$ 1,325.86	992.00	75%	\$ 992.00	0%
Community Preservation Program	Violation of Community Preservation, Sign, Vehicle, Weed Abatement and Zoning Ordinances	Lien/Special Assessment Processing	per parcel		\$ 1,811.98	342.00	19%	\$ 342.00	0%
Community Preservation Program		Hearing Fee	per hearing	Administrative, special Assessment, Administrative Citation, and Lien Hearings	\$ 761.10	225.00	100%	\$ 761.00	238%

## Police

Fee Group 1	Fee Group 2	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Animal Control	Impounding Charges	For each dog and cat	1st impoundment			\$ 86.03	35.00	100%	\$ 86.00	146%
Animal Control	Impounding Charges	For each dog and cat	2nd impoundment within one year			\$ 81.03	75.00	100%	\$ 81.00	8%
Animal Control	Impounding Charges	For each dog and cat	3rd impoundment within one year			\$ 149.77	150.00	100%	\$ 149.00	-1%
Animal Control	Impounding Charges	For each dog and cat	Impound dangerous animal			\$ 148.67	150.00	100%	\$ 148.00	-1%
Animal Control	Impounding Charges	For each dog and cat	Field Impound			\$ 125.75	100.00	100%	\$ 125.00	25%
Animal Control	Impounding Charges	For any unsterilized dog or cat impounded, an additional fee is assessed as mandated by the State of California Food & Agricultural Code.	1st Impoundment		State mandated penalty - F & A 30804.7	NA	35.00	NA	\$ 35.00	0%
Animal Control	Impounding Charges	For any unsterilized dog or cat impounded, an additional fee is assessed as mandated by the State of California Food & Agricultural Code.	2nd Impoundment		State mandated penalty - F & A 30804.7	NA	50.00	NA	\$ 50.00	0%
Animal Control	Impounding Charges	For any unsterilized dog or cat impounded, an additional fee is assessed as mandated by the State of California Food & Agricultural Code.	3rd Impoundment		State mandated penalty - F & A 30804.7	NA	100.00	NA	\$ 100.00	0%
Animal Control	Impounding Charges	For each horse, bull, cow, steer, calf, colt, sheep, lamb, goat or hog	1st impoundment		minimum \$40 (Charge will be total direct)	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Impounding Charges	For each horse, bull, cow, steer, calf, colt, sheep, lamb, goat or hog	2nd impoundment within one year		minimum \$40	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Impounding Charges	For each horse, bull, cow, steer, calf, colt, sheep, lamb, goat or hog	3rd impoundment within one year		minimum \$40	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Impounding Charges		For each non-specified animal (rabbit, monkey, rat, etc.)		minimum \$40	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Feeding and Boarding Charges		For each dog, cat or small domestic pet	per day		\$ 30.98	14.00	100%	\$ 30.00	114%
Animal Control	Feeding and Boarding Charges		Special needs animal (medications given, treatment)	per day		\$ 39.97	30.00	100%	\$ 39.00	30%
Animal Control	Feeding and Boarding Charges		For each horse, bull, cow, hog, steer, lamb, sheep, goat, colt, or calf.	per day	minimum (RTO); Fees will depend on actual board cost charged by ranch or 3rd party facility	Variable	10.00	100%	Based on Animal Needs	NA
Animal Control	Feeding and Boarding Charges		For each non-specified animal	per day	minimum (RTO)	\$ 19.97	2.00	100%	\$ 19.00	850%
Animal Control	Special Services		Owner surrender of adult unlicensed animals (includes boarding fees for the State mandated holding period)	per animal	plus 4 days of mandated board charged seperately	\$ 46.52	85.00	58%	\$ 27.00	-68%
Animal Control	Special Services		Owner surrender of additional animals less than ten weeks of age. Boarding fees for the State mandated holding period will also be charged.	per animal		\$ 13.29	5.00	100%	\$ 13.00	160%
Animal Control	Special Services		Owner surrenders - small animals/bird	per animal		\$ 46.52	30.00	100%	\$ 46.00	53%
Animal Control	Special Services		Owner brings dead animal to shelter for disposal (Under 50 lbs.)	per animal		\$ 37.02	54.00	100%	\$ 37.00	-31%
Animal Control	Special Services		Owner brings dead animal to shelter for disposal (Over 50 lbs.)	per animal		\$ 42.01	67.00	100%	\$ 42.00	-37%
Animal Control	Special Services		Transport fee for any owned animal, live or dead, transported to shelter	per animal		\$ 96.73	133.00	100%	\$ 96.00	-28%
Animal Control	Special Services		Transportation of stray injured or sick animal to a veterinarian, where owner is later identified.			Variable	Case by Case	100%	Case by Case	NA
Animal Control	Special Services		Veterinary treatment provided to an animal housed in the Shelter where the owner is later identified			Variable	Actual Vet Costs	100%	Actual Vet Costs	NA
Animal Control	Special Services		Rabies vaccination certificate			Variable	Actual Vet Costs	100%	Actual Vet Costs	NA
Animal Control	Special Services		Para-influenza type vaccine			Variable	Actual Vet Costs	100%	Actual Vet Costs	NA
Animal Control	Special Services		Medical Testing		Minimum (\$50 maximum)	\$ 17.98	10.00	100%	\$ 17.00	70%
Animal Control	Special Services		Microchip Insertion (Animal adopted from the Shelter)			\$ 30.00	15.00	100%	\$ 29.00	93%
Animal Control	Special Services		Microchip Insertion (Animals not adopted from the Shelter)			\$ 30.00	25.00	100%	\$ 29.00	16%
Animal Control	Animal Licence and Permit Fees	Unsterilized dog or cat	Flat fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate (not to exceed 3 years)			\$ 16.03	17.00	100%	\$ 16.00	-6%
Animal Control	Animal Licence and Permit Fees	Unsterilized dog or cat	Unsterilized animal		penalty	NA	35.00	NA	\$ 35.00	0%
Animal Control	Animal Licence and Permit Fees	Unsterilized dog or cat	Unsterilized license renewal		plus penalty	NA	17.00	NA	\$ 17.00	0%

## Police

Fee Group 1	Fee Group 2	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Flat Fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate duration (not to exceed 3 years)			\$ 16.03	17.00	100%	\$ 16.00	-6%
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Sterilized, license renewal			\$ 13.82	17.00	100%	\$ 13.00	-24%
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Late Penalty			NA	5.00	NA	\$ 5.00	0%
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Replacement/Duplicate License			\$ 13.82	8.00	100%	\$ 13.00	63%
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Seeing or hearing dog			\$ 16.03	No Charge	0%	No Charge	NA
Animal Control	Animal Licence and Permit Fees	Sterilized dog or cat license	Fancier's Permit			\$ 243.26	250.00	100%	\$ 243.00	-3%
Animal Control	Pick-up and Disposal of Dead Animals from Veterinarian		For 1 to 5 animals			\$ 107.89	50.00	100%	\$ 107.00	114%
Animal Control	Pick-up and Disposal of Dead Animals from Veterinarian		For Over 5 animals	each		\$ 12.50	10.00	100%	\$ 12.00	20%
Animal Control	Observation Fees		For each dog, cat or small domestic pet for quarantine, evidence and protective custody.		per day	\$ 4.49	14.00	100%	\$ 4.00	-71%
Animal Control	Observation Fees		Other Animals			Variable	Actual Costs	100%	Actual Costs	NA
Animal Control	Observation Fees		Property inspections (required prior to home quarantines and for the private retention of all animals declared dangerous outside a City of Hayward hearing).		per inspection	\$ 72.64	53.00	100%	\$ 72.00	36%
Animal Control	Adoption Fees		The fees charged for dogs and cats offered for adoption shall be set by the Animal Services Manager. In no case shall this amount be less than \$5.00. In no case shall animals listed as "Owner Surrendered" be adopted by the previous owner without payment of all fees and charges (as specified in the schedule) for shelter service in impounding and caring for the animal.		minimum \$5	Variable	Case by Case	100%	Case by Case	NA
Animal Control	Adoption Fees		All Other Animals			Variable	Market Value	100%	Market Value	NA
Animal Control	Adoption Fees		Spaying and neutering (mandated for dogs and cats prior to adoption)			Variable	Veterinary contract cost	100%	Veterinary contract cost	NA
Animal Control	Adoption Fees		Administrative processing fee for the return of animals adopted from the shelter			\$ 11.03	10.00	100%	\$ 11.00	10%
Animal Control			Hearing Fee			\$ 496.63	150.00	100%	\$ 496.00	231%
Police Administration	Photocopying of Reports		Traffic Accident Reports	per report		\$ 16.54	12.00	100%	\$ 16.00	33%
Police Administration	Photocopying of Reports		Other Reports	per report		\$ 16.54	5.50	100%	\$ 16.00	191%
Police Administration			Photographs			\$ 24.92	Time & Motion	100%	\$ 24.00	NA
Police Administration			Fingerprinting	each	Fingerprint processing fees established by Federal or State agencies shall be additional charge	\$ 26.81	23.00	100%	\$ 26.00	13%
Police Administration	Traffic & Police Security Services		Traffic control and police security services for pre-planned, non-city sponsored events			Variable	Time & Motion	100%	Actual Cost	NA
Police Administration	Traffic & Police Security Services		Planned traffic control for contractors and utilities			Variable	Time & Motion	100%	Actual Cost	NA
Police Administration	Permit Processing	Taxi Drivers	Initial Permit			\$ 609.48	260.00	100%	\$ 609.00	134%
Police Administration	Permit Processing	Taxi Drivers	Annual renewal			\$ 304.74	186.00	100%	\$ 304.00	63%
Police Administration	Permit Processing	Taxi Drivers	Annual taxi operating sticker			\$ 152.37	247.00	100%	\$ 152.00	-38%
Police Administration	Permit Processing	Taxi Drivers	Lost permit replacement			\$ 26.81	91.00	100%	\$ 26.00	-71%
Police Administration	Permit Processing	Tow Permits	Company 1st License			\$ 304.74	297.00	100%	\$ 304.00	2%
Police Administration	Permit Processing	Tow Permits	Company Annual Renewal			\$ 40.21	297.00	100%	\$ 40.00	-87%
Police Administration	Permit Processing	Tow Permits	Driver 1st License			\$ 304.74	297.00	100%	\$ 304.00	2%
Police Administration	Permit Processing	Tow Permits	Driver Annual Renewal			\$ 40.21	297.00	100%	\$ 40.00	-87%
Police Administration	Permit Processing	Tow Permits	Lost Permit Replacement			\$ 40.21	74.00	100%	\$ 40.00	-46%
Police Administration	Permit Processing	Massage Establishment/technician permit	Initial Inspection/application and processing of new massage establishment			\$ 761.85	300.00	100%	\$ 761.00	154%
Police Administration	Permit Processing	Massage Establishment/technician permit	Annual Renewal fee for massage establishment			\$ 241.26	150.00	100%	\$ 241.00	61%
Police Administration	Permit Processing	Massage Establishment/technician permit	Badge Replacement			\$ 80.42	76.00	100%	\$ 80.00	5%
Police Administration	Permit Processing	Massage Establishment/technician permit	Massage Out-Call initial inspection /application			\$ 761.85	600.00	100%	\$ 761.00	27%
Police Administration	Permit Processing	Massage Establishment/technician permit	Massage Out-Call Renewal			\$ 241.26	300.00	100%	\$ 241.00	-20%

## Police

Fee Group 1	Fee Group 2	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Police Administration	Permit Processing	Card clubs employee permit	Initial permit			\$ 241.26	153.00	100%	\$ 241.00	58%
Police Administration	Permit Processing	Card clubs employee permit	Annual renewal			\$ 160.84	153.00	100%	\$ 160.00	5%
Police Administration	Permit Processing	Card clubs employee permit	Lost permit replacement			\$ 80.42	76.00	100%	\$ 80.00	5%
Police Administration	Permit Processing		Auto Sales/Repair Permit			\$ 160.84	175.00	100%	\$ 160.00	-9%
Police Administration	Permit Processing		Background investigation			Variable	Time & Motion	100%	Time & Motion	NA
Police Administration	Permit Processing		Firearm dealers annual permit			\$ 1,294.99	513.00	100%	\$ 1,294.00	152%
Police Administration	Permit Processing		Diversion program			Variable	Time & Motion	0%	Time & Motion	NA
Police Administration	Permit Processing		Petty Theft Workshop	per participant		NA	80.00	0%	\$ 80.00	0%
Police Administration	Permit Processing		Other permit processing			Variable	Time & Motion	100%	Time & Motion	NA
Police Administration	Permit Processing		Alcohol Sales-Special Event Permits			\$ 304.74	42.00	100%	\$ 304.00	624%
Police Administration	Alarm Permit Fee		new and annual renewal			\$ 16.54	32.00	100%	\$ 16.00	-50%
Police Administration	Alarm Permit Fee		Low income or persons in a temporary or permanent disabled status			\$ 22.05	15.00	100%	\$ 22.00	47%
Police Administration	False Alarm Fees		First False Alarm Fee			\$ 185.45	No Charge	100%	\$ 185.00	NA
Police Administration	False Alarm Fees		Second False Alarm Fee			\$ 185.45	182.00	100%	\$ 185.00	2%
Police Administration	False Alarm Fees		Third False Alarm Fee		plus \$50 penalty	\$ 185.45	182.00	100%	\$ 185.00	2%
Police Administration	False Alarm Fees		Fourth False Alarm Fee		plus \$200 penalty	\$ 185.45	182.00	100%	\$ 185.00	2%
Police Administration	False Alarm Fees		Fifth and Each Fee		plus \$400 penalty	\$ 185.45	182.00	100%	\$ 185.00	2%
Police Administration			Vehicle Release Fee			\$ 33.08	235.00	100%	\$ 33.00	-86%
Police Administration	Vehicle Verification or Administrative Fee		Onsite verification			\$ 76.18	43.00	100%	\$ 76.00	77%
Police Administration	Vehicle Verification or Administrative Fee		Offsite verification			\$ 152.37	175.00	100%	\$ 152.00	-13%
Police Administration			Communication Tapes		per tape	\$ 98.28	103.00	100%	\$ 98.00	-5%
Police Administration			DVD or Flash Drive video requests			\$ 20.00	New	100%	\$ 20.00	NA
Police Administration			Clearance Letters		per letter	\$ 38.59	43.00	100%	\$ 38.00	-12%
Police Administration			Vehicle Abatement		per vehicle	\$ 160.84	263.00	100%	\$ 160.00	-39%
Police Administration	Prisoner Booking Fee		Cite & Release		per prisoner	NA	89.00	NA	\$ 89.00	0%
Police Administration	Prisoner Booking Fee		Hold for Court		per prisoner	NA	180.00	NA	\$ 180.00	0%
Police Administration	Prisoner Booking Fee		Transfer to Santa Rita		per prisoner	NA	199.00	NA	\$ 199.00	0%
Police Administration	Social Host Accountability Ordinance		First Violation		per sec 4-11.20 HMC - PENALTY	NA	750.00	NA	\$ 750.00	0%
Police Administration	Social Host Accountability Ordinance		Second Violation		per sec 4-11.20 HMC - PENALTY	NA	1,500.00	NA	\$ 1,500.00	0%
Police Administration	Social Host Accountability Ordinance		Third & Subsequent Violations		per sec 4-11.20 HMC - PENALTY	NA	2,500.00	NA	\$ 2,500.00	0%
Police Administration	Social Host Accountability Ordinance		Recovery of the cost of the public safety response to a "Social Host" ordinance violation using the fully burdened cost allocation rate		per sec 4-11.20 HMC - PENALTY	NA	Time & Motion	NA	Time & Motion	NA
Police Administration			Firearms Range Maintenance Fees		apportions the upkeep of the firearms range among user law enforcement agencies over a fiscal year period	NA	1,250.00	NA	\$ 1,250.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Level I		per sec 10-1.2750 HMC - fee set in Alcohol ordinance	NA	280.00	NA	\$ 280.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Level II		per sec 10-1.2750 HMC - fee set in Alcohol ordinance	NA	1,120.00	NA	\$ 1,120.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Critical Incident Fee		per sec 10-1.2750 HMC	NA	Time & Motion	NA	Time & Motion	NA
Police Administration	Alcoholic Beverage Outlets Fees		Violation of Ordinance: First Offense		per sec 10-1.2750 HMC - PENALTY	NA	750.00	NA	\$ 750.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Violation of Ordinance: Second Offense		per sec 10-1.2750 HMC - PENALTY	NA	1,500.00	NA	\$ 1,500.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Violation of Ordinance: Third Offense		per sec 10-1.2750 HMC - PENALTY	NA	2,500.00	NA	\$ 2,500.00	0%
Police Administration	Alcoholic Beverage Outlets Fees		Reinspection Fee		per sec 10-1.2750 HMC	NA	Time & Motion	NA	Time & Motion	NA
Police Administration	Alcoholic Beverage Outlets Fees		Alcohol Sales - Special Event Permit		per sec 10-1.2750 HMC - fee set in Alcohol ordinance	NA	42.00	NA	\$ 42.00	0%

## Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
	Standard Hourly Rate		per hour		\$ 221.26	210.00	100%	\$ 221.00	5%
	Overtime (Afterhour Inspection)		per hour		\$ 331.89	316.00	100%	\$ 331.00	5%
	Expedited Plan Review		per hour		\$ 331.89	316.00	100%	\$ 331.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	1-29 Heads	per floor or system		\$ 1,548.81	1,476.00	100%	\$ 1,548.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	30-100 Heads	per floor or system		\$ 1,880.70	1,793.00	100%	\$ 1,880.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	101-200 Heads	per floor or system		\$ 2,101.96	2,004.00	100%	\$ 2,101.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	201-350 Heads	per floor or system		\$ 2,433.85	2,320.00	100%	\$ 2,433.00	5%
	New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)	351+ Heads	per floor or system		\$ 2,986.99	2,847.00	100%	\$ 2,986.00	5%
	Fire Sprinkler —Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	LESS THAN 30 HEADS W/ NO HYDRO		Minor plan check required-only one inspection	\$ 663.78	630.00	100%	\$ 663.00	5%
	Fire Sprinkler —Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	LESS THAN 30 HEADS WITH HYDRO		Minor plan check required-only one inspection	\$ 885.04	840.00	100%	\$ 885.00	5%
	Fire Sprinkler —Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	30-100 Heads	per floor or system		\$ 1,659.44	1,582.00	100%	\$ 1,659.00	5%
	Fire Sprinkler —Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	101-200 Heads	per floor or system		\$ 2,101.96	2,004.00	100%	\$ 2,101.00	5%
	Fire Sprinkler —Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	201-350 Heads	per floor or system		\$ 2,433.85	2,320.00	100%	\$ 2,433.00	5%
	Fire Sprinkler —Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)	351+ Heads	per floor or system		\$ 2,986.99	2,847.00	100%	\$ 2,986.00	5%
	TRACT REVIEW – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*	Duplicate TRACT Plan Check: 13D SYSTEM (SFD/TOWNHOUSE)	per floor or system		\$ 885.04	840.00	100%	\$ 885.00	5%
	TRACT REVIEW – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*	Duplicate TRACT Plan Check: 13 SYSTEM (BUILDING)	per floor or system	200 Heads and Below	\$ 1,106.29	1,050.00	100%	\$ 1,106.00	5%
	TRACT REVIEW – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*	Duplicate TRACT Plan Check: 13 SYSTEM (BUILDING)	per floor or system	201 – 350 Heads	\$ 1,327.55	1,260.00	100%	\$ 1,327.00	5%
	TRACT REVIEW – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*	Duplicate TRACT Plan Check: 13 SYSTEM (BUILDING)	per floor or system	351+ Heads	\$ 1,548.81	1,470.00	100%	\$ 1,548.00	5%
	Additional Fire Sprinkler Review Items	Hydraulic Calculation*	per remote area		\$ 885.04	843.00	100%	\$ 885.00	5%
	Additional Fire Sprinkler Review Items	Antifreeze System	per system		\$ 1,659.44	1,582.00	100%	\$ 1,659.00	5%
	Additional Fire Sprinkler Review Items	Dry Pipe Valve	per valve		\$ 1,770.07	1,687.00	100%	\$ 1,770.00	5%
	Additional Fire Sprinkler Review Items	Deluge/Pre Action	per valve		\$ 2,101.96	2,004.00	100%	\$ 2,101.00	5%
	Additional Fire Sprinkler Review Items	Pressure Reducing Station	per valve		\$ 2,433.85	2,320.00	100%	\$ 2,433.00	5%
		Fire Pump	per pump		\$ 2,876.37	2,742.00	100%	\$ 2,876.00	5%
		Water Storage Tank: Gravity	per tank		\$ 1,659.44	1,582.00	100%	\$ 1,659.00	5%
		Water Storage Tank: Pressure	per tank		\$ 1,659.44	1,582.00	100%	\$ 1,659.00	5%
	Fire Standpipe System	Class I, II, III & Article 81	per standpipe		\$ 1,991.33	1,898.00	100%	\$ 1,991.00	5%
	Fire Alarm System -New	0-15 Devices	per system	All Initiating and indicating appliances, including Dampers	\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
	Fire Alarm System -New	16-50 Devices	per system		\$ 1,548.81	1,476.00	100%	\$ 1,548.00	5%
	Fire Alarm System -New	51-100 Devices	per system		\$ 1,991.33	1,898.00	100%	\$ 1,991.00	5%
	Fire Alarm System -New	101-500 Devices	per system		\$ 2,433.85	2,320.00	100%	\$ 2,433.00	5%
	Fire Alarm System -New	Each additional 25 devices up to 1,000	per system		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
	Fire Alarm System -New	1001+	per system		\$ 4,425.18	4,219.00	100%	\$ 4,425.00	5%

## Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Fire Alarm System -New		Each additional 100 devices	per system		\$ 2,212.59	2,109.00	100%	\$ 2,212.00	5%
		Existing system under 8 devices			\$ 663.78	630.00	100%	\$ 663.00	5%
Additional Fire Alarm Review Items		Hi/Lo Alarms	each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Additional Fire Alarm Review Items		Low Air/Temp Alarms	each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Additional Fire Alarm Review Items		Graphic Annunciator Review	each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses		Installation Permits: Clean Agent Gas Systems	each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses		Installation Permits: Dry Chemical Systems	each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses		Installation Permits: Wet Chemical/Kitchen Hood	each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses		Installation Permits: Foam Systems	each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses		Installation Permits: Paint Spray Booth	each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses		Installation Permits: Vehicle Access Gate	each		\$ 553.15	526.00	100%	\$ 553.00	5%
Hazardous Activities or Uses		Installation Permits: Monitoring	each		\$ 663.78	632.00	100%	\$ 663.00	5%
Hazardous Activities or Uses		Installation Permits: Aboveground—Flammable/Combustible Liquid Tank and/or Pipe	per site		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Hazardous Activities or Uses		Installation Permits: Underground—Flammable/Combustible Liquid Tank and/or Pipe	per site		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Hazardous Activities or Uses		Installation Permits: Fuel Dispensing System Complete	per site		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses		Installation Permits: High Piled/Rack/Shelf Storage	each		\$ 1,438.18	1,371.00	100%	\$ 1,438.00	5%
Hazardous Activities or Uses		Installation Permits: Smoke Control CFC	each		\$ 1,438.18	1,371.00	100%	\$ 1,438.00	5%
Hazardous Activities or Uses		Installation Permits: Medical Gas Alarms	per system		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
Hazardous Activities or Uses		Installation Permits: Refrigerant System	each		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Hazardous Activities or Uses		Installation Permits: Refrigerant Monitoring System	each		\$ 1,216.92	1,160.00	100%	\$ 1,216.00	5%
		AMMR Review	each		\$ 663.78	632.00	100%	\$ 663.00	5%
Activity Permits (Single Event/One-Time)		Open Flames and Candles (105.6.32)	per permit		\$ 885.04	843.00	100%	\$ 885.00	5%
Activity Permits (Single Event/One-Time)		Carnivals and Fairs (105.6.4)	per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)		Seasonal Lots (Christmas Tree/Pumpkin Lot)	per permit		\$ 221.26	210.00	100%	\$ 221.00	5%
Activity Permits (Single Event/One-Time)		Special Events (Haunted House/Camps)	per permit		\$ 221.26	210.00	100%	\$ 221.00	5%
Activity Permits (Single Event/One-Time)		Explosives (105.6.14)	per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)		Fireworks; Displays (105.6.14)	per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)		Hot-Works Operations (105.6.23)	per permit		\$ 885.04	843.00	100%	\$ 885.00	5%
Activity Permits (Single Event/One-Time)		LP-Gas (105.6.27)	per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)		Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.26)	per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)		Covered Mall Buildings (105.6.9)	per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)		Open Burning (105.6.30)	per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)		Pyrotechnical Special Effects Material (105.6.36)	per permit		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Activity Permits (Single Event/One-Time)		Small Tent Structure ( 750 Sq. Ft. or less)	per permit		\$ 553.15	526.00	95%	\$ 526.00	0%

## Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Activity Permits (Single Event/One-Time)		Large Tent Structure (751 Sq. Ft. or above)	per permit		\$ 663.78	647.00	97%	\$ 647.00	0%
Activity Permits (Single Event/One-Time)		Fire Safety Inspections	per application		\$ 885.04	843.00	100%	\$ 885.00	5%
Activity Permits (Single Event/One-Time)		Non-Compliance Inspections	per inspection		\$ 885.04	843.00	100%	\$ 885.00	5%
Activity Permits (Single Event/One-Time)		Outside Agency	per inspection		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated Pre-Inspections		6 or less Occupants	per facility		\$ 774.41	50.00	6%	\$ 50.00	0%
Annual State-Mandated Pre-Inspections		7 or more Occupants	per facility		\$ 885.04	100.00	11%	\$ 100.00	0%
Annual State-Mandated		Apartments	per facility		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated		Apartments: More than 100 Units	per facility		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Annual State-Mandated	24 Hour Community Care Facilities	7 to 49	per facility		\$ 829.72	791.00	100%	\$ 829.00	5%
Annual State-Mandated	24 Hour Community Care Facilities	50 or More	per facility		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated	Day Care Centers	Residential 9-14	per facility		\$ 221.26	384.00	100%	\$ 221.00	-42%
Annual State-Mandated	Day Care Centers	Commercial 15+	per facility		\$ 442.52	436.00	100%	\$ 442.00	1%
Annual State-Mandated		High Rise Building	per facility		\$ 1,327.55	1,265.00	100%	\$ 1,327.00	5%
Annual State-Mandated		Homes for the Mentally Impaired (7 or more Occupants)	per facility		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated		Hospital and Jail	per facility		\$ 1,991.33	1,898.00	100%	\$ 1,991.00	5%
Annual State-Mandated		Hotels/Motels	per facility		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual State-Mandated		School	per facility		\$ 995.66	949.00	100%	\$ 995.00	5%
Reports		Life Safety Report	per report	\$0.10 each additional page of same document	Variable	\$0.50/page for first ten (10) pages of each document	100%	.5 first ten, .10 thereafter	NA
Reports		Life Safety Report Photographs	per photograph set		Variable	Direct cost of Duplication	100%	Direct cost of Duplication	NA
Reports		Subpoenaed Reports	per report	\$0.10 each additional page of same document	Variable	\$0.50/page for first ten (10) pages of each document	100%	.5 first ten, .10 thereafter	NA
Other Fire Fees		Technology Fee	per permit		NA	17.00	NA	\$ 17.00	0%
Other Fire Fees		Underground Fire Service Plan Check	each		\$ 1,991.33	1,898.00	100%	\$ 1,991.00	5%
Other Fire Fees		Emergency Underground Repair	each		\$ 663.78	630.00	100%	\$ 663.00	5%
Other Fire Fees		Hydrant Flow Test (existing Hydrants)	each		\$ 774.41	738.00	100%	\$ 774.00	5%
Other Fire Fees		Fire Plans Examiner Miscellaneous	each		\$ 331.89	316.00	100%	\$ 331.00	5%
Other Fire Fees		Re-Inspection Fee	per hour		\$ 387.20	369.00	100%	\$ 387.00	5%
Other Fire Fees		False Alarm Response *	per billed incident		\$ 995.66	949.00	100%	\$ 995.00	5%
Other Fire Fees		Fire Hydrants	per hydrant		\$ 221.26	210.00	100%	\$ 221.00	5%
Other Fire Fees		Re-roofing Permits /Siding/Windows (Applicable only in Wildland/Urban Interface)	per application		\$ 110.63	105.00	100%	\$ 110.00	5%
Other Fire Fees		Fire Permit Extension Fee	per 6-month extension		\$ 110.63	105.00	100%	\$ 110.00	5%
		Pre-Application/General Plan Review/Code Assistance	per meeting		\$ 885.04	843.00	100%	\$ 885.00	5%
		Self Inspection Program	per facility		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
		Planning/Engineering Referrals (HWD)	per application		\$ 885.04	843.00	100%	\$ 885.00	5%
		Business License Reviews	each		\$ 774.41	738.00	100%	\$ 774.00	5%
		Fairview Planning Referrals	each		\$ 331.89	316.00	100%	\$ 331.00	5%
		Fairview New Construction	per application		\$ 995.66	949.00	100%	\$ 995.00	5%
Annual Permits		Aerosol Products (105.6.1)	per year		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%



## Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Annual Permits		Amusement Buildings (105.6.2)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Aviation Facilities (105.6.3)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Carnivals and Fairs (105.6.4)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Cellulose Nitrate Film (105.6.5)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Combustible Dust-Producing Operations (105.6.6)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Combustible Fibers (105.6.7)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Compressed Gases (105.6.8)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Covered Mall Buildings (105.6.9)	per year		\$ 2,433.85	2,300.00	100%	\$ 2,433.00	6%
Annual Permits		Cryogenic Fluids (105.6.10)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Cutting and Welding (105.6.11)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Dry Cleaning Plants (105.6.12)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Exhibits and Trade Shows (105.6.13)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Explosives (105.6.14)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Fire Hydrants and Valves (105.6.15)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Flammable and Combustible Liquids (105.6.16)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Floor Finishing (105.6.17)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Fruit and Crop Ripening (105.6.18)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Fumigation or Thermal Insecticide Fogging (105.6.19)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Hazardous Materials (105.6.20)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		HPM facilities (105.6.21)	per year		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Annual Permits		High-Piled Storage < 12000 SF (105.6.22)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		High-Piled Storage > 12000 SF (105.6.22)	per year		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Annual Permits		Hot-Works Operations (105.6.23)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Industrial Ovens (105.6.24)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Lumber Yards and WoodWorking Plants (105.6.25)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.26)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		LP-Gas (105.6.27)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Magnesium (105.6.28)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Miscellaneous Combustible Storage (105.6.29)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Open Burning (105.6.30)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Open Flames and Torches (105.6.31)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Open Flames and Candles (105.6.32)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Organic Coatings (105.6.33)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Places of Assembly < 300 (105.6.34)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Places of Assembly > 300 (105.6.34)	per year		\$ 1,106.29	1,054.00	100%	\$ 1,106.00	5%
Annual Permits		Private Fire Hydrants (105.6.35)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Pyrotechnical Special Effects Material (105.6.36)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Pyroxylin Plastics (105.6.37)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Refrigeration Equipment (105.6.38)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Repair Garages and Motor Fuel-Dispensing Facilities (105.6.39)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Rooftop Heliports (105.6.40)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Spraying or Dipping (105.6.41)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Storage of Scrap Tires and Tire Byproducts (105.6.42)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Tire-Rebuilding Plants (105.6.44)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Waste Handling (105.6.45)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Wood Products (105.6.46)	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Annual Permits		Essential City Facilities	per year		\$ 885.04	843.00	100%	\$ 885.00	5%
Fire Department Miscellaneous Fees: Building Permits		Minor Tenant Improvement	per permit		\$ 663.78	630.00	100%	\$ 663.00	5%



## Fire Prevention

Fee Group	Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Fire Department Miscellaneous Fees: Building Permits		Revision-minor changes to (E) permit	per permit		\$ 331.89	316.00	100%	\$ 331.00	5%
Fire Department Miscellaneous Fees: Building Permits		Cellular Sites: Existing Site	per permit		\$ 663.78	630.00	100%	\$ 663.00	5%
Fire Department Miscellaneous Fees: Building Permits		Cellular Sites: New Site	per square footage		Variable	SEE CHART	100%	Variable	NA
Fire Department Miscellaneous Fees: Building Permits		Equipment Installations	per permit		\$ 663.78	630.00	100%	\$ 663.00	5%
Fire Department Miscellaneous Fees: Building Permits		HVAC/air units If over 2,000 cfm	per permit		\$ 221.26	210.00	100%	\$ 221.00	5%
New Construction Permits and Fees	New Construction				Variable	NA	100%	35%	NA

## Hazardous Materials

Fee Group	Title	Sub Title	Unit	Notes	Full Cost per Inspt/Project	Avg Annual Cost per Inspt*	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Hazardous Materials Storage Permit	1A: Storage of one (1) or more types	Solid up to 500 lbs (pounds)	per year	Municipal Code, Chapter 3, Article 8	\$ 702.13	\$ 234.04	245.00	100%	\$ 234.00	-4%
Hazardous Materials Storage Permit	1A: Storage of one (1) or more types	Liquid up to 55 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 702.13	\$ 234.04	245.00	100%	\$ 234.00	-4%
Hazardous Materials Storage Permit	1A: Storage of one (1) or more types	Gaseous up to 2,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 702.13	\$ 234.04	245.00	100%	\$ 234.00	-4%
Hazardous Materials Storage Permit	2A: Storage of one (1) or more types	Solid between 500 & 5,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 743.43	\$ 247.81	279.00	100%	\$ 247.00	-11%
Hazardous Materials Storage Permit	2A: Storage of one (1) or more types	Liquid between 55 & 550 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 743.43	\$ 247.81	279.00	100%	\$ 247.00	-11%
Hazardous Materials Storage Permit	2A: Storage of one (1) or more types	Gaseous between 200 & 2,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 743.43	\$ 247.81	279.00	100%	\$ 247.00	-11%
Hazardous Materials Storage Permit	3A: Storage of one (1) to five (5) types	Solid between 5,000 & 25,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 784.73	\$ 261.58	346.00	100%	\$ 261.00	-25%
Hazardous Materials Storage Permit	3A: Storage of one (1) to five (5) types	Liquid between 550 & 2,750 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 784.73	\$ 261.58	346.00	100%	\$ 261.00	-25%
Hazardous Materials Storage Permit	3A: Storage of one (1) to five (5) types	Gaseous between 2,000 & 10,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 784.73	\$ 261.58	346.00	100%	\$ 261.00	-25%
Hazardous Materials Storage Permit	3B: Storage of six (6) or more types	Solid between 5,000 & 25,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 867.33	\$ 289.11	380.00	100%	\$ 289.00	-24%
Hazardous Materials Storage Permit	3B: Storage of six (6) or more types	Liquid between 550 & 2,750 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 867.33	\$ 289.11	380.00	100%	\$ 289.00	-24%
Hazardous Materials Storage Permit	3B: Storage of six (6) or more types	Gaseous between 2,000 & 10,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 867.33	\$ 289.11	380.00	100%	\$ 289.00	-24%
Hazardous Materials Storage Permit	4A: Storage of one (1) to five (5) types	Solid between 25,000 & 50,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 908.64	\$ 302.88	397.00	100%	\$ 302.00	-24%
Hazardous Materials Storage Permit	4A: Storage of one (1) to five (5) types	Liquid between 2,750 & 5,000 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 908.64	\$ 302.88	397.00	100%	\$ 302.00	-24%
Hazardous Materials Storage Permit	4A: Storage of one (1) to five (5) types	Gaseous between 10,000 & 20,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 908.64	\$ 302.88	397.00	100%	\$ 302.00	-24%
Hazardous Materials Storage Permit	4B: Storage of six (6) or more types	Solid between 25,000 & 50,000 lbs	per year	Municipal Code, Chapter 3, Article 8	\$ 949.94	\$ 316.65	414.00	100%	\$ 316.00	-24%
Hazardous Materials Storage Permit	4B: Storage of six (6) or more types	Liquid between 2,750 & 5,000 gallons	per year	Municipal Code, Chapter 3, Article 8	\$ 949.94	\$ 316.65	414.00	100%	\$ 316.00	-24%
Hazardous Materials Storage Permit	4B: Storage of six (6) or more types	Gaseous between 10,000 & 20,000 cubic feet at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 949.94	\$ 316.65	414.00	100%	\$ 316.00	-24%
Hazardous Materials Storage Permit	5A: Storage of one (1) to five (5) types	Solid 50,000 pounds or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,073.84	\$ 357.95	448.00	100%	\$ 357.00	-20%
Hazardous Materials Storage Permit	5A: Storage of one (1) to five (5) types	Liquid 5,000 gallons or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,073.84	\$ 357.95	448.00	100%	\$ 357.00	-20%
Hazardous Materials Storage Permit	5A: Storage of one (1) to five (5) types	Gaseous 20,000 cu. ft. or more at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 1,073.84	\$ 357.95	448.00	100%	\$ 357.00	-20%
Hazardous Materials Storage Permit	5B: Storage of six (6) to ten (10) types	Solid 50,000 pounds or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,197.75	\$ 399.25	482.00	100%	\$ 399.00	-17%
Hazardous Materials Storage Permit	5B: Storage of six (6) to ten (10) types	Liquid 5,000 gallons or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,197.75	\$ 399.25	482.00	100%	\$ 399.00	-17%
Hazardous Materials Storage Permit	5B: Storage of six (6) to ten (10) types	Gaseous 20,000 cu. ft. or more at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 1,197.75	\$ 399.25	482.00	100%	\$ 399.00	-17%
Hazardous Materials Storage Permit	5C: Storage of eleven (11) or more types	Solid 50,000 pounds or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,239.05	\$ 413.02	516.00	100%	\$ 413.00	-20%
Hazardous Materials Storage Permit	5C: Storage of eleven (11) or more types	Liquid 5,000 gallons or more	per year	Municipal Code, Chapter 3, Article 8	\$ 1,239.05	\$ 413.02	516.00	100%	\$ 413.00	-20%
Hazardous Materials Storage Permit	5C: Storage of eleven (11) or more types	Gaseous 20,000 cu. ft. or more at STP	per year	Municipal Code, Chapter 3, Article 8	\$ 1,239.05	\$ 413.02	516.00	100%	\$ 413.00	-20%
Other CUPA Program Elements	Annual State Surcharges	CUPA Program Oversight	per facility	Set by State	NA	N/A	24.00	NA	\$ 24.00	0%
Other CUPA Program Elements	Annual State Surcharges	Underground Storage Tanks (UST) Program	per UST	Set by State	NA	N/A	15.00	NA	\$ 15.00	0%
Other CUPA Program Elements	Annual State Surcharges	CalARP Program	per site	Set by State	NA	N/A	270.00	NA	\$ 270.00	0%
Other CUPA Program Elements	Annual State Surcharges	California Electronic Reporting System (CERS)	per facility	Set by State	NA	N/A	25.00	NA	\$ 25.00	0%
Other CUPA Program Elements	Hazardous Waste Generator Program	Up to 27 gallons; 220 lbs generated per month	per year		\$ 536.92	\$ 178.97	183.00	100%	\$ 178.00	-3%

## Hazardous Materials

Fee Group	Title	Sub Title	Unit	Notes	Full Cost per Inspt/Project	Avg Annual Cost per Inspt*	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Other CUPA Program Elements	Hazardous Waste Generator Program	28 to 270 gallons; 221 to 2,220 lbs per month	per year		\$ 991.24	\$ 330.41	206.00	100%	\$ 330.00	60%
Other CUPA Program Elements	Hazardous Waste Generator Program	271 gallons or more; 2,221 lbs or more per month	per year		\$ 1,321.65	\$ 440.55	313.00	100%	\$ 440.00	41%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Permit by Rule (Fixed Units)	per facility per year		\$ 1,321.65	\$ 440.55	282.00	100%	\$ 440.00	56%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Permit by Rule (Transportable units)	per facility per year		\$ 1,321.65	\$ 440.55	282.00	100%	\$ 440.00	56%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Authorization	per facility per year		\$ 743.43	\$ 247.81	248.00	100%	\$ 247.00	0%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Exemption, Specified Waste	per facility per year		\$ 660.83	\$ 220.28	214.00	100%	\$ 220.00	3%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Exemption, Small Quantity Treatment	per facility per year		\$ 660.83	\$ 220.28	214.00	100%	\$ 220.00	3%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Exemption, Commercial Laundry	per facility per year		\$ 660.83	\$ 220.28	214.00	100%	\$ 220.00	3%
Other CUPA Program Elements	Hazardous Waste Treatment (Tiered Permit) Program	Conditional Exemption, Limited	per facility per year		\$ 660.83	\$ 220.28	214.00	100%	\$ 220.00	3%
Other CUPA Program Elements		Hazardous Materials Business Plan (HMBP)	per facility per year		\$ 743.43	\$ 247.81	206.00	100%	\$ 247.00	20%
Other CUPA Program Elements		Underground Storage Tank (UST) Program	for 1st UST per year		\$ 1,239.05	\$ 1,239.05	656.00	100%	\$ 1,239.00	89%
Other CUPA Program Elements		Underground Storage Tank (UST) Program	per addn'l UST per year		\$ 536.92	\$ 536.92	142.00	100%	\$ 536.00	277%
Other CUPA Program Elements	California Accidental Release Prevention (CalARP) Program	Aboveground Petroleum Storage Act Program - Spill Prevention Control and Countermeasure Plan	per facility per year		\$ 908.64	\$ 302.88	233.00	100%	\$ 302.00	30%
Other CUPA Program Elements	California Accidental Release Prevention (CalARP) Program	Small CalARP facility	per facility per year		\$ 2,560.70	\$ 2,560.70	1,244.00	100%	\$ 2,560.00	106%
Other CUPA Program Elements	California Accidental Release Prevention (CalARP) Program	Large CalARP facility	per facility per year		\$ 2,643.31	\$ 2,643.31	2,490.00	100%	\$ 2,643.00	6%
New Construction Permits and Fees	New Construction	Large, Tenant Improvement – New Facility			\$ -	Valuation Based	3,969.00	100%	Valuation Based	NA
New Construction Permits and Fees	New Construction	Medium, Tenant Improvement – New Facility			\$ -	Valuation Based	2,605.00	100%	Valuation Based	NA
New Construction Permits and Fees	New Construction	Small, Tenant Improvement – New Facility			\$ -	Valuation Based	1,319.00	100%	Valuation Based	NA
New Construction Permits and Fees	New Facility – No Construction	Medium to Large			\$ 1,982.48		1,601.00	100%	\$ 1,982.00	24%
New Construction Permits and Fees	New Facility – No Construction	Small			\$ 991.24		776.00	100%	\$ 991.00	28%
New Construction Permits and Fees	Underground Storage Tank	System Installation - VPH			\$ 4,171.47		3,433.00	100%	\$ 4,171.00	21%
New Construction Permits and Fees	Underground Storage Tank	Piping Installation			\$ 1,445.56		1,191.00	100%	\$ 1,445.00	21%
New Construction Permits and Fees	Underground Storage Tank	Piping Installation - VPH			\$ 1,775.97		New	100%	\$ 1,775.00	NA
New Construction Permits and Fees	Underground Storage Tank	UDC/Sump Installation			\$ 1,445.56		1,191.00	100%	\$ 1,445.00	21%
New Construction Permits and Fees	Underground Storage Tank	UDC/Sump Installation - VPH			\$ 1,775.97		New	100%	\$ 1,775.00	NA
New Construction Permits and Fees	Underground Storage Tank	System Removal			\$ 1,817.27		1,480.00	100%	\$ 1,817.00	23%
New Construction Permits and Fees	Underground Storage Tank	Piping Removal			\$ 1,156.45		957.00	100%	\$ 1,156.00	21%
New Construction Permits and Fees	Underground Storage Tank	UDC/Sump Removal			\$ 1,156.45		957.00	100%	\$ 1,156.00	21%
New Construction Permits and Fees	Underground Storage Tank	EVR Phase I Installation or Upgrade			\$ 660.83		542.00	100%	\$ 660.00	22%
New Construction Permits and Fees	Underground Storage Tank	EVR Phase II Installation or Upgrade			\$ 1,197.75		989.00	100%	\$ 1,197.00	21%
New Construction Permits and Fees	Underground Storage Tank	Monitoring System Installation or Upgrade			\$ 1,073.84		889.00	100%	\$ 1,073.00	21%
New Construction Permits and Fees	Underground Storage Tank	System Tank/Piping Repair			\$ 1,899.88		1,598.00	100%	\$ 1,899.00	19%
New Construction Permits and Fees	Underground Storage Tank	System Tank/Piping Repair - VPH			\$ 2,230.29		New	100%	\$ 2,230.00	NA
New Construction Permits and Fees	Underground Storage Tank	System Miscellaneous Component Repair - Major			\$ 1,899.88		1,598.00	100%	\$ 1,899.00	19%
New Construction Permits and Fees	Underground Storage Tank	System Miscellaneous Component Repair - Major - VPH			\$ 2,230.29		1,882.00	100%	\$ 2,230.00	18%
New Construction Permits and Fees	Underground Storage Tank	System Miscellaneous Component Repair - Minor			\$ 784.73		656.00	100%	\$ 784.00	20%
New Construction Permits and Fees	Underground Storage Tank	System Miscellaneous Component Repair - Minor - VPH			\$ 1,115.14		940.00	100%	\$ 1,115.00	19%
New Construction Permits and Fees	Underground Storage Tank	Temporary Closure			\$ 1,486.86		1,256.00	100%	\$ 1,486.00	18%
New Construction Permits and Fees	Aboveground Storage Tanks	System Installation			\$ 1,239.05		1,064.00	100%	\$ 1,239.00	16%

## Hazardous Materials

Fee Group	Title	Sub Title	Unit	Notes	Full Cost per Inspt/Project	Avg Annual Cost per Inspt*	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
New Construction Permits and Fees	Aboveground Storage Tanks	System Removal			\$ 1,073.84		915.00	100%	\$ 1,073.00	17%
New Construction Permits and Fees	Aboveground Storage Tanks	System Repair or Modification			\$ 949.94		793.00	100%	\$ 949.00	20%
New Construction Permits and Fees	California Accidental Release Prevention (CalARP) Program	Large- Risk Management Plan Review			\$ 7,103.88		6,692.00	100%	\$ 7,103.00	6%
New Construction Permits and Fees	California Accidental Release Prevention (CalARP) Program	Small- Risk Management Plan Review			\$ 4,460.58		4,202.00	100%	\$ 4,460.00	6%
New Construction Permits and Fees	California Accidental Release Prevention (CalARP) Program	Other costs incurred, including but not limited to third-party review, laboratory work, public notice, communication and correspondence			\$ 165.21		142.00	100%	\$ 165.00	16%
New Construction Permits and Fees	Meetings	Code Assistance Meeting			\$ 413.02		348.00	100%	\$ 413.00	19%
New Construction Permits and Fees	Meetings	Pre-Application Meeting			\$ 330.41		281.00	100%	\$ 330.00	17%
New Construction Permits and Fees	Request for Alternate Means of Protection (AMP)	Review			\$ 660.83		232.00	100%	\$ 660.00	184%
Miscellaneous	Facility Closure	3A and above – full facility closure			\$ 1,817.27		1,520.00	100%	\$ 1,817.00	20%
Miscellaneous	Facility Closure	3A and above – partial facility closure			\$ 1,032.54		860.00	100%	\$ 1,032.00	20%
Miscellaneous	Facility Closure	Below 3A – full facility closure			\$ 619.52		521.00	100%	\$ 619.00	19%
Miscellaneous	Facility Closure	Below 3A – partial facility closure			\$ 413.02		346.00	100%	\$ 413.00	19%
Miscellaneous	Contamination	Staff Oversight	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Sire Clearance	New construction/use – large			\$ 413.02		386.00	100%	\$ 413.00	7%
Miscellaneous	Sire Clearance	New construction/use – small			\$ 247.81		230.00	100%	\$ 247.00	7%
Miscellaneous	Sire Clearance	Property transfer – large			\$ 413.02		386.00	100%	\$ 413.00	7%
Miscellaneous	Sire Clearance	Property transfer – small			\$ 247.81		230.00	100%	\$ 247.00	7%
Miscellaneous	Other Inspections and Compliance Verification	Re-inspection (CUPA and non-CUPA)	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Other Inspections and Compliance Verification	Re-inspection beyond allowed by permit	per inspection		\$ 330.41		270.00	100%	\$ 330.00	22%
Miscellaneous	Other Inspections and Compliance Verification	After-hours inspection	per hour		\$ 247.81		214.00	100%	\$ 247.00	15%
Miscellaneous	Other Inspections and Compliance Verification	Miscellaneous Inspections and Activities	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Other Inspections and Compliance Verification	Compliance verification	per notice		\$ 82.60		72.00	100%	\$ 82.00	14%
Miscellaneous	California Environmental Reporting System	Assistance Fee	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	California Environmental Reporting System	Assistance Fee (after hours)	per hour		\$ 247.81		214.00	100%	\$ 247.00	15%
Miscellaneous	Plan Checking	Review Fee	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Plan Checking	Checking Fee	per hour		\$ 165.21		142.00	100%	\$ 165.00	16%
Miscellaneous	Plan Checking	Expedited Plan Checking Fee	per hour		\$ 247.81		214.00	100%	\$ 247.00	15%

\*All elements of permitted facilities are inspected once every three (3) years, with the exception of the UST and CalARP elements, which is why the full cost of the inspection must be divided by three (3) for all the other elements in order to get the annual cost of inspection

## Technology Services

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee
Video Technician	Video Services including editing and duplication	Per hour, per technician		\$ 98.47	75.00	100%	\$ 98.00
	GIS Map Fee		plus materials	\$ 76.49	Variable	100%	\$ 76.00

## Library and Community Services

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Overdue Fines	Print material, videotapes and sound recordings	per day	maximum - cost of item	NA	0.25	NA	\$ 0.25	0%
Overdue Fines	DVD's	per day	maximum - cost of item	NA	0.25	NA	\$ 0.25	0%
Overdue Fines	Reference materials (return within 7 days)	per day	maximum - cost of item	NA	3.00	NA	\$ 3.00	0%
Overdue Fines	Billing Fee – reference materials (returns after 7 days)			NA	75.00	NA	\$ 75.00	0%
Overdue Fines	Billing Fee – all others			NA	20.00	NA	\$ 20.00	0%
Overdue Fines	Fine Limit (non-returns)			Variable	Original cost of item plus Billing and Processing Fees	NA	Original cost of item plus Billing and Processing Fees	NA
Replacement of Lost/Damaged Pamphlet			(includes \$0.50 for Barcode Replacement)	\$ 2.00	2.00	100%	\$ 2.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Multiple Cassettes/CD/DVD Cases			\$ 9.00	9.00	100%	\$ 9.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Cassette Bags			\$ 3.00	3.00	100%	\$ 3.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Single Compact Disc and DVD Cases			\$ 3.00	3.00	100%	\$ 3.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Video Cassette Cases			\$ 4.00	4.00	100%	\$ 4.00	0%
Replacement of Lost/Damaged Audio/Visual Case	Video Booklet			\$ 3.00	3.00	100%	\$ 3.00	0%
	Inter-Library Loan		(+ any charges imposed by the lending library)	\$ 5.34	5.00	100%	\$ 5.00	0%
	Processing fee for lost item		(in addition to original cost of item)	\$ 26.71	6.00	22%	\$ 6.00	0%
	Replacement of lost library card (borrower's card)			\$ 2.00	2.00	100%	\$ 2.00	0%
	Replacement lost/damaged bar codes			\$ 1.00	1.00	100%	\$ 1.00	0%
	Teacher Loan Box		(includes \$0.50 for Barcode Replacement)	NA	10.00	100%	\$ 10.00	0%
	Mailing of library materials		Cost of mailing	Variable	Cost of mailing	100%	Cost of mailing	NA
"Fines-Free" Library Loan Program Membership Fees	Extended loan of up to 3 items at a time	per month		NA	2.99	NA	\$ 2.99	NA
"Fines-Free" Library Loan Program Membership Fees	Extended loan of up to 5 items at a time	per month		NA	4.99	NA	\$ 4.99	NA
"Fines-Free" Library Loan Program Membership Fees	Extended loan of up to 10 items at a time	per month		NA	8.99	NA	\$ 8.99	NA
	Rental of Equipment		Deposit based on cost of equipment	Variable	New	100%	Variable	NA

## Maintenance Services

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
City Hall Rental	Rotunda	Per Event	Includes 20 tables and 150 chairs	NA	675.00	0%	Market Based	NA
City Hall Rental	Prefunction Area	Per Event	Includes 20 tables and 150 chairs	NA	408.00	0%	Market Based	NA
City Hall Rental	Plaza – Half Day Rental	4-Hour Rental		NA	470.00	0%	Market Based	NA
City Hall Rental	Plaza – Full Day Rental	All Day Rental		NA	517.00	0%	Market Based	NA
City Hall Rental	Council Chambers	Per Event		NA	470.00	0%	Market Based	NA
City Hall Rental	Security Admin Fee	Per Event	plus security contract cost	\$ 57.75	47.00	100%	\$ 57.00	21%
City Hall Rental	Janitorial Admin Fee	Per Event	plus janitorial contract cost	\$ 57.75	47.00	100%	\$ 57.00	21%
City Hall Rental	Portable Bar	Per Event		\$ 76.00	76.00	100%	\$ 76.00	0%
City Hall Rental	Sound System	Per Event		\$ 133.00	133.00	100%	\$ 133.00	0%
City Hall Rental	Insurance Admin Fee – Third Party	Per Issuance		\$ 86.62	54.00	100%	\$ 86.00	59%
City Hall Rental	Cleaning and Damage Deposit	Per Event	Range from \$250 upwards, depending on size and nature of event	Variable	250.00	NA	\$ 250.00	0%
Equipment Rental	Chair Rental	per chair	(for one setup and per day)	\$ 3.85	3.00	100%	\$ 3.00	0%
Equipment Rental	60" Round Table (seats 8-10)	per table	(for one setup and per day)	\$ 11.55	9.00	100%	\$ 11.00	22%
Equipment Rental	24" Round Table (Bistro)	per table	(for one setup and per day)	\$ 9.62	8.00	100%	\$ 9.00	13%
Equipment Rental	8 Foot Long Table	per table	(for one setup and per day)	\$ 9.62	8.00	100%	\$ 9.00	13%
Equipment Rental	8 Foot Long Class Room Table	per table	(for one setup and per day)	\$ 9.62	8.00	100%	\$ 9.00	13%
Equipment Rental	Indoor Dance Floor (12' x 12')		(setup and take-down fee)	\$ 259.87	240.00	100%	\$ 259.00	8%
Equipment Rental	Table Linen: White - Round		(setup, take-down, laundry, and replacement/damage)	\$ 11.55	9.00	100%	\$ 11.00	22%
Equipment Rental	Table Linen: White - Small Round Cocktail Tables		(setup, take-down, laundry, and replacement/damage)	\$ 11.55	9.00	100%	\$ 11.00	22%
Equipment Rental	Table Linen: White - Square		(setup, take-down, laundry, and replacement/damage)	\$ 11.55	9.00	100%	\$ 11.00	22%
Equipment Rental	Table Linen: Banquet Drapes (5ft)		(setup, take-down, laundry, and replacement/damage)	\$ 15.40	12.00	100%	\$ 15.00	25%
Equipment Rental	Table Linen: Banquet Drapes (6ft)		(setup, take-down, laundry, and replacement/damage)	\$ 17.32	12.00	100%	\$ 17.00	42%
Equipment Rental	Table Linen: Banquet Drapes (8ft)		(setup, take-down, laundry, and replacement/damage)	\$ 21.17	17.00	100%	\$ 21.00	24%
Street Maintenance	Cart retrieval fee			\$ 379.16	91.00	100%	\$ 379.00	316%
Street Maintenance	Sign Fabricated & Installed by City Crew			\$ 566.43	317.00	100%	\$ 566.00	79%
Street Maintenance	Illegal Dumping on Public Right-of-Way - First Violation - Initial Inspection		No Penalty	\$ 224.28	No Charge	0%	No Charge	NA
Street Maintenance	Illegal Dumping on Public Right-of-Way - First Violation - First Follow-up inspection shows violation eliminated		No Penalty	\$ 339.78	No Charge	0%	No Charge	NA

## Maintenance Services

Title	Sub Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Street Maintenance	Illegal Dumping on Public Right-of-Way - First Follow-up inspection shows violation still exists, City abates illegal dumping		plus \$100 Penalty	\$ 1,181.18	920.00	100%	\$ 1,181.00	28%
Street Maintenance	Illegal Dumping on Public Right-of-Way - Subsequent Violation (within 12 months/same owner) Initial Inspection		No Penalty	\$ 224.28	No Charge	0%	No Charge	NA
Street Maintenance	Illegal Dumping on Public Right-of-Way - Subsequent Violation (within 12 months/same owner) First Follow-up inspection shows violation eliminated		No Penalty	\$ 339.78	No Charge	0%	No Charge	NA
Street Maintenance	Illegal Dumping on Public Right-of-Way - Subsequent Violation (within 12 months/same owner) First Follow-up inspection shows violation still exists, City abates illegal dumping		\$800 Penalty	\$ 1,181.18	920.00	100%	\$ 1,181.00	28%
Street Maintenance	Illegal Dumping on Public Right-of-Way - Subsequent Violation (within 12 months/same owner) Each subsequent inspection shows violation still exists		\$1000 Penalty	\$ 1,181.18	920.00	100%	\$ 1,181.00	28%
Street Maintenance	Illegal Dumping on Public Right-of-way - Special Assessment	per parcel		NA	342.00	NA	\$ 342.00	0%
	Special Events	per hour		\$ 115.50	New	100%	\$ 115.00	NA



## Public Works

Fee Group 1	Fee Group 2	Fee Group 3	Fee Group 4	Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage			Aircraft Hangar Waiting List Application		Refundable Deposit	NA	100.00	NA	\$ 100.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Row "A" T-Hangars	per month		NA	242.00	NA	\$ 242.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Standard T-Hangars	per month		NA	340.00	NA	\$ 340.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Large T-Hangars	per month		NA	466.00	NA	\$ 466.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Exec	per month		NA	848.00	NA	\$ 848.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Executive I Hangars	per month		NA	1,119.00	NA	\$ 1,119.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Space		Executive II Hangars	per month		NA	1,221.00	NA	\$ 1,221.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Small	per month		NA	71.00	NA	\$ 71.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Medium	per month		NA	90.00	NA	\$ 90.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Large	per month		NA	174.00	NA	\$ 174.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Extra Large	per month		NA	222.00	NA	\$ 222.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Hangar Storage Rooms		Office Spaces	per month		NA	647.00	NA	\$ 647.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		Single Engine	per month	3,500 lb.	NA	60.00	NA	\$ 60.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		Twin Engine	per month	12,500 lb. less than 50 ft.	NA	75.00	NA	\$ 75.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		12,501 - 25,000 lb. more than 50 ft.	per month		NA	108.00	NA	\$ 108.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		25,001 - 75,000 lb.	per month		NA	161.00	NA	\$ 161.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Tie Downs (Aircraft Gross Weight/Wing Span)		Excess of 75,000 lbs.	per month		NA	216.00	NA	\$ 216.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		Single Engine	per month	3,500 lb. less than 40 ft.	NA	6.00	NA	\$ 6.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		Twin Engine	per month	12,500 lb. less than 50 ft.	NA	8.00	NA	\$ 8.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		12,501 - 25,000 lb. more than 50 ft.	per month		NA	12.00	NA	\$ 12.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		25,001 - 75,000 lb.	per month		NA	23.00	NA	\$ 23.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		Excess of 75,000 lbs	per month		NA	29.00	NA	\$ 29.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)		Lighter-than air Airships	per month		NA	20.00	NA	\$ 20.00	0%
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage			Late Charge		whichever is greater	NA	\$15 or 5% of rent	NA	\$15 or 5% of rent	NA
Airport Services	Monthly and Daily Fees for Aircraft Parking and Storage			service of a member firm of the California Association of Photocopies and Process Servers			NA	50.00	NA	\$ 50.00	0%
Airport Services	Permits			Airport Annual Business Permit			NA	120.00	NA	\$ 120.00	0%
Airport Services	Permits			Taxiway Access Permit			NA	786.00	NA	\$ 786.00	0%
Airport Services	Gate Access Cards			Initial Issue			NA	Free	NA	Free	NA
Airport Services	Gate Access Cards			Initial Issue for non-direct Airport Tenants			NA	35.00	NA	\$ 35.00	0%
Airport Services	Gate Access Cards			Replacement			NA	25.00	NA	\$ 25.00	0%
Airport Services	Hangar Padlock Keys			Duplicate Key			NA	5.00	NA	\$ 5.00	0%
Airport Services	Hangar Padlock Keys			Re-key Padlock			NA	35.00	NA	\$ 35.00	0%

## Public Works

Fee Group 1	Fee Group 2	Fee Group 3	Fee Group 4	Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Airport Services	Landing Fee			0 - 3,500 pounds	Per Landing		NA	2.00	NA	\$ 2.00	0%
Airport Services	Landing Fee			3,501 - 6,250 pounds	Per Landing		NA	4.00	NA	\$ 4.00	0%
Airport Services	Landing Fee			6,251 - 12,500 pounds	Per Landing		NA	8.00	NA	\$ 8.00	0%
Airport Services	Landing Fee			12,501 - 25,000 pounds	Per Landing		NA	16.00	NA	\$ 16.00	0%
Airport Services	Landing Fee			25,001 - 50,000 pounds	Per Landing		NA	32.00	NA	\$ 32.00	0%
Airport Services	Landing Fee			50,001 pounds and above	Per Landing		NA	64.00	NA	\$ 64.00	0%
Airport Services	Landing Fee			0 - 3,500 pounds	Daily		NA	5.00	NA	\$ 5.00	0%
Airport Services	Landing Fee			3,501 - 6,250 pounds	Daily		NA	10.00	NA	\$ 10.00	0%
Airport Services	Landing Fee			6,251 - 12,500 pounds	Daily		NA	20.00	NA	\$ 20.00	0%
Airport Services	Landing Fee			12,501 - 25,000 pounds	Daily		NA	40.00	NA	\$ 40.00	0%
Airport Services	Landing Fee			25,001 - 50,000 pounds	Daily		NA	80.00	NA	\$ 80.00	0%
Airport Services	Landing Fee			50,001 pounds and above	Daily		NA	160.00	NA	\$ 160.00	0%
Airport Services	Landing Fee			0 - 3,500 pounds	Monthly		NA	13.00	NA	\$ 13.00	0%
Airport Services	Landing Fee			3,501 - 6,250 pounds	Monthly		NA	26.00	NA	\$ 26.00	0%
Airport Services	Landing Fee			6,251 - 12,500 pounds	Monthly		NA	52.00	NA	\$ 52.00	0%
Airport Services	Landing Fee			12,501 - 25,000 pounds	Monthly		NA	104.00	NA	\$ 104.00	0%
Airport Services	Landing Fee			25,001 - 50,000 pounds	Monthly		NA	208.00	NA	\$ 208.00	0%
Airport Services	Landing Fee			50,001 pounds and above	Monthly		NA	416.00	NA	\$ 416.00	0%
Airport Services	Hangar Exchange			Administration Fee for Exchange between Tenants	each Tenant		NA	60.00	NA	\$ 60.00	0%
Airport Services	Hangar Exchange			Administration Fee for Exchange into Vacant Hangar			NA	60.00	NA	\$ 60.00	0%
Airport Services				Tie-Down Exchange		Administration Fee to Exchange tie-down spaces	NA	25.00	NA	\$ 25.00	0%
Airport Services	Vacated Hangar Cleanup			Cleanup and disposal of items, minimum charge of 2 hours			NA	150.00	NA	\$ 150.00	0%
Airport Services	Vacated Hangar Cleanup			Additional hours, hourly rate			NA	75.00	NA	\$ 75.00	0%
Airport Services				Ramp Sweeping Services			NA	90.00	NA	\$ 90.00	0%
Airport Services				Maintenance Staff Service Charge	hourly	plus materials	NA	75.00	NA	\$ 75.00	0%
Airport Services	Airport Administration Building Meeting Room			Non-profit Aviation organization charging no fee to the public			NA	No charge	NA	No charge	NA
Airport Services	Airport Administration Building Meeting Room			For-profit Aviation organization charging a fee to the public	per day		NA	200.00	NA	\$ 200.00	0%
Engineering Services	Publication			Standard Detail			\$ 68.97	17.00	49%	\$ 34.00	100%
Engineering Services	Publication			No Parking Signs			\$ 25.78	14.00	100%	\$ 25.00	79%
Engineering Services	Publication			Copy and print full size prints (24x36) first 10 pages			\$ 5.00	5.00	100%	\$ 5.00	0%
Engineering Services	Publication			Copy and print full size prints (24x36) 11+ pages			\$ 2.00	2.00	100%	\$ 2.00	0%
Engineering Services	Survey			Curb and gutter staking, up to 100 linear ft.			\$ 851.41	760.00	100%	\$ 851.00	12%
Engineering Services	Survey			Curb and gutter staking: after 100 linear feet - each additional 50 linear feet			\$ 372.15	190.00	100%	\$ 372.00	96%
Engineering Services	Survey			Grade calculations and cut sheets per location			\$ 372.15	342.00	100%	\$ 372.00	9%
Engineering Services	Survey			Form checking: up to 100 linear feet			\$ 761.28	760.00	100%	\$ 761.00	0%
Engineering Services	Survey			Form checking: after 100 linear feet - each additional 50 linear feet			\$ 190.11	190.00	100%	\$ 190.00	0%
Engineering Services	Sidewalk Rehabilitation Program			Single Family Residential lots			\$ 2,542.00	550.00	22%	\$ 550.00	0%
Engineering Services	Sidewalk Rehabilitation Program			Multi Family with 1 or 2 damaged locations			\$ 2,542.00	550.00	22%	\$ 550.00	0%
Engineering Services	Sidewalk Rehabilitation Program			Additional locations			\$ 2,542.00	550.00	22%	\$ 550.00	0%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Concrete		Major Street Improvement Plan Review Curb, gutter, and/or sidewalk (including driveway) first 100 linear feet	Deposit	Time and Materials	\$ 2,520.29	2,400.00	100%	\$ 2,520.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Concrete		Each additional 100 linear feet or fraction thereof			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Concrete		Driveway, handicapped ramp, curb return			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Concrete		Planter strip fill (each property)			\$ 154.62	146.00	100%	\$ 154.00	5%

## Public Works

Fee Group 1	Fee Group 2	Fee Group 3	Fee Group 4	Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Drainage system and appurtenance, first 100 linear feet			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Each additional 100 linear feet or fraction thereof			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Drainage tie-in to existing structures			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Non-standard structures (other than above)			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Manholes, vaults, area drains, storm water inlets, other standard structures			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Drainage		Storm Water Interceptors			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Street cuts, trenches, up to 100 linear feet			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Each additional 100 linear feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Street cuts, other, up to 100 square feet			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Each additional 100 sq. feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Debris box placed in right-of-way			\$ 270.63	259.00	100%	\$ 270.00	4%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Sidewalk area obstruction fee, first week			\$ 579.84	578.00	100%	\$ 579.00	0%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Sidewalk area obstruction fee, each additional week			\$ 115.95	108.00	100%	\$ 115.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Street Work & Miscellaneous		Compaction tests - each test as required per hour			\$ 115.95	Time & Materials	100%	Time & Materials	NA
Engineering Services	Public Works Encroachment Permit Inspection Fees	Monitoring well inspection and plan review		First well: Inspection			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Monitoring well inspection and plan review		First well: Plan Review			\$ 534.64	436.00	100%	\$ 534.00	22%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Monitoring well inspection and plan review		Each additional well at same site: Inspection			\$ 193.29	184.00	100%	\$ 193.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Utility Services - New or Repaired		Each new or replaced utility pole location			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Utility Services - New or Repaired		Each utility service connection in sidewalk or street (gas, electric, telephone, etc.)			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	From main in street or easement to building up to 100 linear feet			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Each additional 100 linear feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Add for monitoring structure if required			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	From existing stub at right-of-way to building up to 100 linear feet			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Each additional 100 linear feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Each building sewer repair or replacement: In public right-of-way, complete			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Laterals	Each building sewer repair or replacement: In public right-of-way, complete: In private property (no street evacuation)			\$ 425.18	403.00	100%	\$ 425.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Building Court Mains	Each building court main when plan, profile and cut sheet are required, initial 100 feet or less			\$ 541.13	512.00	100%	\$ 541.00	6%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Building Court Mains	Each additional 100 feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Building Court Mains	Each building court main when plan only is required for initial 100 feet or less			\$ 483.16	457.00	100%	\$ 483.00	6%

## Public Works

Fee Group 1	Fee Group 2	Fee Group 3	Fee Group 4	Title	Unit	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee	Percent Change
Engineering Services	Public Works Encroachment Permit Inspection Fees	Sanitary Sewers	Sanitary Sewer Building Court Mains	Each additional 100 feet or fraction thereof			\$ 309.24	293.00	100%	\$ 309.00	5%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Additional Inspectors				For any public works encroachment permit on which an unreasonable number of inspections are required, an additional fee per inspection will be charged for each inspection over and above the number deemed reasonable by the City Engineer.	\$ 270.63	259.00	100%	\$ 270.00	4%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Development Plan Review		Industrial/Commercial			Variable	730.00	100%	\$ 730.00	0%
Engineering Services	Public Works Encroachment Permit Inspection Fees	Development Plan Review		Residential			Variable	360.00	100%	\$ 360.00	0%
Penalties	Public Works penalty for grading without a permit						NA	2,000.00	NA	\$ 2,000.00	0%
Penalties	Code violation illegal project, penalty fee may be applied daily						NA	125.00	NA	\$ 125.00	0%
Penalties	Code Enforcement Investigations fees for permit not yet obtained						NA	2,000.00	NA	\$ 2,000.00	0%

## Utilities & Environmental Services

						2017		
Fee Group 1	Fee Group 2	Fee Group 3	Title	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	Suggested Fee
Water Service Charges			Fire Flow Test	Does not apply to special circumstances as determined by City	\$ 326.57	300.00	100%	\$ 326.00
Water Service Charges	Other Water System Fees and Charges		Account Establishment Fee		\$ 70.69	40.00	72%	\$ 51.00
Water Service Charges	Other Water System Fees and Charges		After-Hours Meter Activation Fee		\$ 72.34	70.00	97%	\$ 70.00
Water Service Charges	Other Water System Fees and Charges		Meter Lock Fee		\$ 92.06	80.00	87%	\$ 80.00
Water Service Charges	Other Water System Fees and Charges		Meter Removal Fee		\$ 90.22	80.00	89%	\$ 80.00
Water Service Charges	Other Water System Fees and Charges		Meter Test Fee (≤ 1 inch meter)		\$ 223.25	70.00	48%	\$ 106.00
Water Service Charges	Other Water System Fees and Charges		Meter Test Fee (1 1/2 - 2 inch meter)		\$ 295.37	290.00	98%	\$ 290.00
Water Service Charges	Other Water System Fees and Charges		Meter Test Fee (≥ 3 inch meter)		\$ 367.48	290.00	100%	\$ 367.00
Water Service Charges	Other Water System Fees and Charges		Noticing Fee		\$ 6.57	5.00	76%	\$ 5.00
Water Service Charges	Development Plan Review		Industrial		\$ 179.93	N/A	50%	\$ 89.00
Water Service Charges	Development Plan Review		Commercial		\$ 112.46	N/A	50%	\$ 56.00
Water Service Charges	Development Plan Review		Residential		\$ 67.47	N/A	50%	\$ 33.00
Stormwater System Service Charges			Stormwater Treatment Measure Inspection		\$ 352.87	275.00	100%	\$ 352.00
Stormwater System Service Charges	Stormwater Facility Inspections		Industrial (under State Permit)		\$ 303.88	185.00	76%	\$ 229.00
Stormwater System Service Charges	Stormwater Facility Inspections		Industrial (not under State Permit)		\$ 303.88	150.00	66%	\$ 200.00
Stormwater System Service Charges	Stormwater Facility Inspections		Restaurant		\$ 196.39	130.00	80%	\$ 156.00
Stormwater System Service Charges	Stormwater Facility Inspections		Commercial		\$ 165.90	110.00	80%	\$ 132.00
Solid Waste Plan Review Fees	Development Plan Review		Single Family or Remodel		\$ 52.07	50.00	96%	\$ 50.00
Solid Waste Plan Review Fees	Development Plan Review		Tract Development		\$ 169.15	160.00	95%	\$ 160.00
Solid Waste Plan Review Fees	Development Plan Review	Commercial/Industrial	Tennant Improvement w/ Trash Enclosure		\$ 128.73	120.00	93%	\$ 120.00
Solid Waste Plan Review Fees	Development Plan Review	Commercial/Industrial	Tennant Improvement w/o Trash Enclosure		\$ 87.84	80.00	91%	\$ 80.00
Solid Waste Plan Review Fees	Development Plan Review		Mixed Use (Commercial & Residential)		Variable	Actual Cost	100%	Actual Cost
Wastewater Discharge Permit Fees & Miscellaneous Charges	Development Plan Review		Industrial		\$ 338.37	165.00	66%	\$ 221.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Development Plan Review		Commercial		\$ 338.37	95.00	44%	\$ 148.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Development Plan Review		Residential		\$ 206.47	50.00	39%	\$ 80.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Categorical	New Permit		\$ 3,103.50	2,210.00	83%	\$ 2,581.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Categorical	Permit Renewal		\$ 2,131.50	1,500.00	83%	\$ 1,760.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Categorical	Amendment		\$ 761.01	560.00	85%	\$ 645.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Categorical Significant	New Permit		\$ 2,101.84	1,410.00	80%	\$ 1,687.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Categorical Significant	Permit Renewal		\$ 1,525.67	1,010.00	80%	\$ 1,215.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Categorical Significant	Amendment		\$ 594.58	410.00	82%	\$ 485.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Groundwater	New Permit		\$ 1,109.98	740.00	100%	\$ 1,109.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Groundwater	Permit Renewal		\$ 594.58	440.00	100%	\$ 594.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Groundwater	Amendment		\$ 367.08	270.00	100%	\$ 367.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Sewered Credit	New Permit		\$ 334.64	410.00	100%	\$ 334.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Non-Sewered Credit	Permit Renewal		\$ 334.64	410.00	100%	\$ 334.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Discharge Permit Fees	Special Purpose	New Permit	One time Discharge	\$ 600.20	390.00	100%	\$ 600.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Compliance Schedule		Compliance Schedule	for correction violations	\$ 701.39	695.00	99%	\$ 695.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Composite Sample with Lab Costs		\$ 583.35	580.00	99%	\$ 580.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Composite Sample without Lab Costs		\$ 313.35	300.00	96%	\$ 300.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Grab Sample		\$ 270.87	185.00	100%	\$ 270.00

## Utilities & Environmental Services

Fee Group 1	Fee Group 2	Fee Group 3	Title	Notes	Full Cost	Current Fee	Cost Recovery Level (%)	2017
								Suggested Fee
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Violation Follow-Up Sample with Lab Cost		\$ 590.90	585.00	99%	\$ 585.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Violation Follow-Up Sample without Lab Cost		\$ 320.90	300.00	93%	\$ 300.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Wastewater Sampling		Sampling Equipment Fee		\$ 25.00	25.00	100%	\$ 25.00
Wastewater Discharge Permit Fees & Miscellaneous Charges	Violation follow-up inspection		Violation follow-up inspection		\$ 509.62	345.00	81%	\$ 411.00

## A. Building Permit Fees

**BUILDING PERMIT FEES CALCULATED BY VALUATION**

This includes all new buildings, additions, tenant improvements, residential remodels and cell sites

- Valuation is defined as the fair market value of materials and labor for the work.
- Valuation shall be the higher of the stated valuation or the figure from the current International Code Council valuation table below.
- The current ICC Valuation data table below is adjusted with a regional construction cost modifier for the San Francisco Bay Area of 16%\*.  
*\*Source: The local modifier is 1.16 times the cost per square foot as published in the Building Standards Journal, April 2002 edition.*
- The valuation for tenant improvements, residential remodels or other projects that do not involve new square footage, shall be a minimum of **60%** of the cost per square foot in the valuation table below.

**Construction Type and  
Minimum Cost Per Square Foot**

**International Building Code Group**

*\*Building Division staff will help determine the valuation for occupancies or construction types not listed in this table.*

	<b>IIA</b>	<b>IIB</b>	<b>IIIA</b>	<b>IIIB</b>	<b>VA</b>	<b>VB</b>
<b>A-1</b> Assembly, theaters, with stage	250.68	240.19	225.83	219.32	206.42	198.60
<b>A-1</b> Assembly, theaters, without stage	228.45	217.96	203.72	197.21	184.31	176.49
<b>A-2</b> Assembly, restaurants, bars, banquet halls	192.64	186.17	173.98	170.26	157.39	153.11
<b>A-3</b> Assembly, churches	230.86	220.38	206.42	199.91	187.02	179.20
<b>A-3</b> Assembly, general, community halls, libraries	189.02	179.70	164.41	159.06	145.00	138.34
<b>A-4</b> Assembly, arenas	226.13	216.80	201.40	196.05	181.99	175.33
<b>B</b> Business	197.57	187.78	171.16	164.72	150.21	143.56
<b>E</b> Educational	208.97	199.66	186.44	176.96	162.93	157.97
<b>F-1</b> Factory and industrial, moderate hazard	113.48	109.24	97.87	93.45	80.62	75.91
<b>F-2</b> Factory and industrial, low hazard	113.48	108.08	97.87	92.29	80.62	74.75
<b>H-1</b> High Hazard, explosives	106.56	101.15	91.18	85.60	73.93	N/A
<b>H-2 H-3 H-4</b> High Hazard	106.56	101.15	91.18	85.60	73.93	68.06
<b>H-5</b> (HPM) semiconductor fabrication	197.57	187.78	171.16	164.72	150.21	143.56
<b>I-1</b> Institutional, supervised environment	198.33	188.77	174.64	169.92	156.62	151.64
<b>I-2</b> Institutional, hospitals	343.28	333.50	315.69	N/A	294.74	N/A
<b>I-2</b> Institutional, nursing homes	233.15	223.37	207.90	N/A	186.95	N/A
<b>I-4</b> Institutional, day care facilities	198.33	188.77	174.64	169.92	156.62	151.64
<b>M</b> Mercantile	141.28	134.80	123.37	119.65	106.78	102.50
<b>R-1</b> Residential, hotels	200.16	190.60	176.76	172.04	158.75	153.76
<b>R-2</b> Residential, multiple family	165.67	156.11	142.97	138.25	124.96	119.97
<b>R-3</b> Residential, one- and two-family	158.35	154.08	148.42	144.55	138.89	130.68
<b>R-4</b> Residential, care	198.33	188.77	174.64	169.92	156.62	151.64
<b>S-1</b> Storage, moderate hazard	104.24	99.99	88.86	84.44	71.61	66.90
<b>S-2</b> Storage, low hazard	104.24	98.83	88.86	83.28	71.61	65.74
<b>U</b> 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.

<b>TOTAL VALUATION (Materials and Labor)</b>	<b>BUILDING INSPECTION FEE</b>
\$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.)

<b>BUILDING INSPECTION FEE</b>	<i>Based from Fee Table</i>	\$ _____
<b>**FIRE INSPECTION FEE</b>	<i>Flat Rate</i>	\$221
<b>*HAZ-MAT INSPECTION FEE</b>	<i>Minimum</i>	\$284/inspection

### PLAN REVIEW FEES

The Building Plan Check Fee applies to all permits. Other review fees will be applied based on the specific scope of work.

\*Hazardous Materials Review and Inspection fees generally range from \$1,300 for small projects, such as cellular communication sites to \$4,000 for larger or more complex projects, such as those that may have H-Occupancies. Please contact the Hayward Fire Department at (510) 583-4900 for an estimate for your specific project.

BUILDING INSPECTION FEE x 1.0 = **BUILDING PLAN CHECK FEE:** \$ \_\_\_\_\_

*Plan Check fees for master plans shall be 1.25 x the BUILDING INSPECTION FEE*

BUILDING INSPECTION FEE x .35 = **PLANNING REVIEW FEE:** \$ \_\_\_\_\_

BUILDING INSPECTION FEE x .35 = **\*FIRE REVIEW FEE:** \$ \_\_\_\_\_

**\*HAZ-MAT REVIEW FEE** *Minimum* \$142/hour

**SOLID WASTE REVIEW FEE** *Flat Rate* \$80

**PLOT PLAN REVIEW FEE** (Planning and Building) *Flat Rate per Plot* \$441

*This only applies to production homes.*

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

*This only applies to production homes.*

BUILDING INSPECTION FEE x .03 = **TECHNOLOGY FEE:** \$ \_\_\_\_\_

BUILDING INSPECTION FEE x .16 = **COMMUNITY PLANNING FEE:** \$ \_\_\_\_\_

**PERMIT ISSUANCE FEE** (Flat Rate applies to all permits) \$147

### ADMINISTRATIVE FEES

Administrative fees apply to all permits. This includes the individual permits not calculated by valuation on the following pages.

SMIP FEE RESIDENTIAL:  
.00013% OF VALUATION

SMIP FEE COMMERCIAL:  
.00028% OF VALUATION

CA BUILDING STANDARDS FEE:  
\$1.00 (Valuation \$1-25k)  
\$2.00 (Valuation \$25-50k)  
\$3.00 (Valuation \$50-75k)  
\$4.00 (Valuation \$75-100k)  
Add \$1 per every 25k over 100k

SMIP: \$ \_\_\_\_\_  
CA BLDG. STANDARDS FEE \$ \_\_\_\_\_

**BUILDING PERMIT FEE:** \$ \_\_\_\_\_

*The Building Permit Fee is defined as the sum of the plan check, inspection, and administrative fees. Some projects will also have impact fees which are calculated separately.*

**Miscellaneous Permit Fees – Not Calculated by Valuation**

	<b>Unit</b>	<b>Fee</b>
<b>1. Standard Hourly Rate</b> (or fraction thereof) for Plan Check and Inspections	hour	\$147/hour
<b>2. Revision</b> (permit issuance fee and hourly plan check will also be charged)	hour	\$147
<b>3. Permit Issuance Fee</b> (applies to all permits)	each	\$147
<b>4. Miscellaneous Items</b> (for items that do not have a set fee)	each	\$147
<b>5. Plot Plan Review</b>		
a. Plot Plan Review and Processing (in addition to permit issuance fee)		\$441
<b>6. Address Assignment</b>		
a. Single	each	\$220.50
b. Multiple	each	\$73.50
		<b>Building Inspection Fee</b>
<b>7. Demolition</b>		
a. Commercial/Residential demolition up to 3,000 square feet	0-3000 sf	\$294
b. Each additional 3,000 square feet	each	\$147
<b>8. Equipment Installation</b>	first piece	\$294
a. Additional Equipment at Same Site	each	\$147
b. Equipment Pad	each	\$220.50
<b>9. Damaged Building Survey</b> Fire, flood, vehicle or similar damage		\$588
<b>10. Patio Covers</b>		
a. Patio Cover (requires drawings and hourly plan check)	each	\$294
b. Enclosed Patio (requires drawings and hourly plan check)	each	\$588
<b>11. Photovoltaic Systems</b>		
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
<b>12. Residential Package Permits</b>		
a. Tub / Shower Enclosure (includes trades)		\$147
b. Remodel- Complete Bathroom (includes trades)		\$220.50
c. Remodel- Kitchen (includes trades)		\$441
<b>13. Storage Racks</b>		
a. Up to 100 linear feet	first 100lf	\$441
b. Each additional 100 linear feet	each 100lf	\$147

<b><u>Plumbing Mechanical &amp; Electrical Fees – Not Calculated by Valuation</u></b>	<b>Unit</b>	<b>Building Inspection Fee</b>
<b>14. Plumbing Permits – Residential (single-family and duplexes)</b>		
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
<b>15. Plumbing Permits – Commercial + Multi-Family</b>		
a. Water Heater (Repair or Replacement)	each	\$147
b. Water Service (Repair or Replacement)	each	\$147
c. Sewer Ejector System	each	\$147
d. Industrial / Commercial Process Piping System	Each 100 linear feet or fraction thereof	\$147
e. Gas Piping	Each 100 linear feet or fraction thereof	\$147
f. Gas Test / Meter Reset	each	\$147
g. Sewer on private property or Cleanout Installation	each	\$147
h. Grease Trap	each	\$147
i. Grease Interceptor	each	\$147
j. Vacuum Breaker, Backflow Preventer or Pressure Regulator	each	\$147
<b>16. Mechanical Permits – Residential (single-family and duplexes)</b>		
a. Heating and/or Cooling Equipment (including ducts)	each	\$147
b. Wall Furnace	each	\$147
c. Kitchen Hood and Bathroom Vents	each	\$73.50
<b>17. Mechanical Permits – Commercial + Multi-Family</b>		
<i>*For units over 400 pounds or for replacements that are not in the same location, hourly plan review fees apply.</i>		
a. *HVAC unit (includes all associated sub-permits)	each	\$220.50
d. *Air Handler Unit	each	\$147
b. Vent System	each	\$147
c. Exhaust Hood Replacement (additional hourly plan check may apply)	each	\$147
<b>18. Electrical Permits – Commercial, Residential + Multi-Family</b>		
a. General Electrical Permit - Residential (rough and final)	each	\$294
b. General Electrical Permit – Commercial + Multi-Family (rough and final)	each	\$441
c. Service Upgrade -- Residential	each	\$514.50
d. Additional Meter Reset (general electrical permit for first)	each	\$73.50
e. Temporary Power Installation	each	\$147

**Electrical Permits (Continued)****Building Inspection  
Fee**

f. Residential E.V. charger	each	\$73.50
g. Commercial E.V. charger (may require additional hourly plan review)	each	\$294
h. Minor Residential Electrical Permit (final only- no rough)	each	\$147
i. Minor Commercial Electrical Permit (final only- no rough)	each	\$220.50

**Additional Services and Violations – Not Calculated by Valuation****Unit****Fee****19. Expedited Services**

a. Expedited Hourly Plan Review	hour	\$220.50/hour
b. Expedited Plan Review	each	<b>200%</b> of Plan Review Fee
c. Phased Approval Permits	each	\$588
d. Temporary Certificate of Occupancy	each	\$588

**22. Copies, Re-Print + Change of Contractor**

a. Microfilm Reproduction (8.5" x 11")	each	\$3 for first sheet \$1 for each additional
b. Printing Scanned / Archived Drawings	each	\$10 per sheet
c. Job Card / Permit Re-Print	each	\$147
d. Change of Contractor	each	\$147

**23. Special Inspector Qualification Review**

a. Initial Review for Approved Inspector List	each	\$588
b. Renewal Review (after 3 years)	each	\$294

**24. Violation Fees**

a. Investigation Fee for work done without Permits (in addition to the regular permit fees)	Each project	200% of the Building Permit Fee
b. Filing of Notice of Substandard or Hazardous Structure	each	\$147
c. Removal of Notice of Substandard or Hazardous Structure	each	\$147
d. Placards for Condemnation	each	\$147
e. Notice and Order	each	\$147



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** WS 16-057

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** Director of Library and Community Services

**SUBJECT**

Review of Proposed Changes to the Community Agency Funding Process: Recommendations from the Community Services Commission

**RECOMMENDATION**

That Council reviews and comments on this report.

**ATTACHMENTS**

Attachment I      Staff Report



DATE: October 18, 2016

TO: Mayor and Council

FROM: Director of Library and Community Services

## SUBJECT

Review of Proposed Changes to the Community Agency Funding Process: Recommendations from the Community Services Commission

## RECOMMENDATION

That Council reviews and comments on this report.

## SUMMARY

In June, 2016, the Community Services Commission formed a Funding Parameters Committee (“the Committee”) to discuss options for potential revisions to the Community Agency Funding Process. The Committee convened on four occasions in July and August 2016. The following Community Services Commissioners served on the Committee: Antonio Isaais (Committee chairperson), Todd Davis, Crystal Araujo, Julie Roche, Lisa Glover-Gardin, and Diane Fagalde (alternate).

The Committee reviewed and discussed Areas of Need in the Hayward community for programs and projects that serve Hayward residents, especially low-income residents, and identified several potential Target Categories for further review and development.

The Committee also developed options for apportioning the available Community Agency Funding during the annual application review and deliberation process. The Committee engaged in robust discussion and analyzed data on this topic during the previous three funding cycles, including feedback and suggestions offered by Community Services Commission (CSC) members, City Council members, and members of the general public. Based on this detailed review, the Committee identified four options for further exploration. The four options are described in greater detail later in this report.

The Committee then conducted a thorough analysis and discussion of each of the four options. After completing the review over three successive meetings, the Committee unanimously

reached the determination to recommend one option, Option D, to the full CSC for adoption and implementation in the FY 2017-18 Community Agency Funding Process.

At its regular meeting on September 21, 2016, the full Community Services Commission reviewed all four options including the Committee's recommended option, and unanimously voted in favor of the recommended Option D. This report contains a full review of the Committee and CSC's analysis and recommendation.

## BACKGROUND

The purpose of the Funding Parameters Committee ("the Committee") was to formulate recommendations for revisions to the City's Community Agency Funding Process, specifically for the potential targeting of available funds to maximize impact in specified Areas of Need, and to bring those recommendations to the CSC and eventually to the City Council.

The first Committee meeting on July 18, 2016 was an introductory discussion about the various issues, concerns and suggestions the CSC members and staff have received and compiled about the Community Agency Funding Process over the past three years of funding cycles.

Subsequent meetings of the Committee honed in on and developed specific recommendations. For example, analysis was undertaken to determine if the Funding Application should take the form of a targeted Request for Proposals (RFP) seeking proposals in limited and specifically defined areas of impact (e.g., homelessness, youth services, seniors, etc). Additional questions explored included: Should the Application stay essentially the same as it is currently but with a few minor tweaks? Should there be some moderate changes somewhere in between these two? Ultimately, the Committee developed four options in the course of their analysis, and brought one option forward, Option D, with analysis and a clear recommendation.

The Committee focused on the City's current funding process and examined possible options to make the process more effective and efficient, to target the limited available resources for greater impact in key Areas of Need, and to maintain compliance with U.S. Department of Housing and Urban Development (HUD) guidelines for the use of Community Development Block Grant (CDBG) funds.

## DISCUSSION

Areas of Need / Target Categories. What follows are seven Areas of Need that the Committee identified and the CSC unanimously adopted as Target Categories for City funding recommendations. These categories were identified through a review of the types of programs and projects that have been/are: a) most commonly awarded City funding over the past ten years; b) identified as priorities in recent years of CSC and Council discussions of community needs; and c) eligible for funding per CDBG and Social Services program guidelines and regulations.

Figure 1. Recommended Target Categories / Areas of Need

RECOMMENDED TARGET CATEGORIES / AREAS OF NEED*
<ul style="list-style-type: none"><li>○ Community Infrastructure, Jobs, and Economic Development**</li><li>○ Homelessness, Housing Affordability, and Food Access**</li><li>○ Seniors, and People with Disabilities</li><li>○ Youth, Family, and Education</li><li>○ Health and Wellness</li><li>○ Arts, Music and Culture</li><li>○ Counseling, Referral, Case Management, and Legal Services</li></ul>
* All categories assume eligible low-income Hayward resident clients
** Category required by HUD

Options for Apportionment of Available Funds. The Committee reviewed the effectiveness of the current funding process and apportionments, and considered alternatives. What follows is an overview of the four alternatives the Committee reviewed, with summary explanations of each. They are labeled Options A, B, C and D for reference.

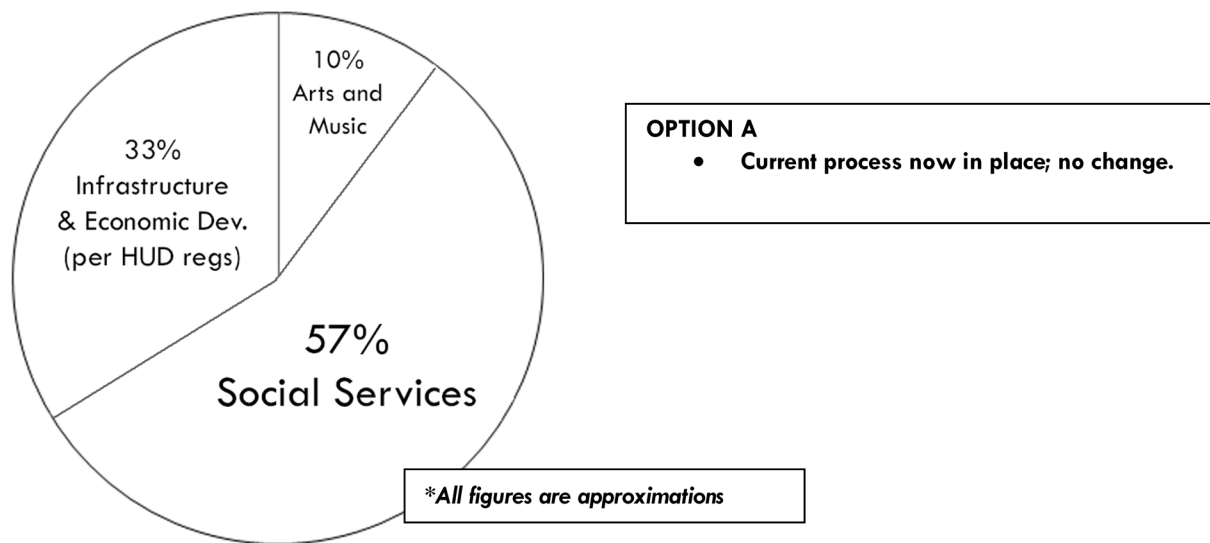
OPTION A: STATUS QUO

Option A is the current funding process now in place. Applications for funding are solicited annually through a Notice of Funding Availability (NOFA). The Community Services Commission reviews the applications and makes recommendations to Council for approval. Funding is sourced in the CDBG Special Revenue Fund and the City of Hayward General Fund. These two sources combined for approximately \$800,000 in grants in FY 2016. Per HUD restrictions on the use of CDBG funds, approximately 33% of this total must be used only for programs and projects in the Infrastructure, Jobs and Economic Development category.

In FY 2016, approximately 10% of the total was allocated to Arts and Music programs, and approximately 57% was allocated to Social Services programs. Aside from the HUD requirements for Infrastructure and Economic Development allocations, the funding process does not proactively target specific categories or areas of need. Rather, the process is reactive in that any and all eligible applications received are given equal consideration, and there is no defined process for prioritizing specific areas of need.



Figure 2. Breakdown of Option A – Status Quo



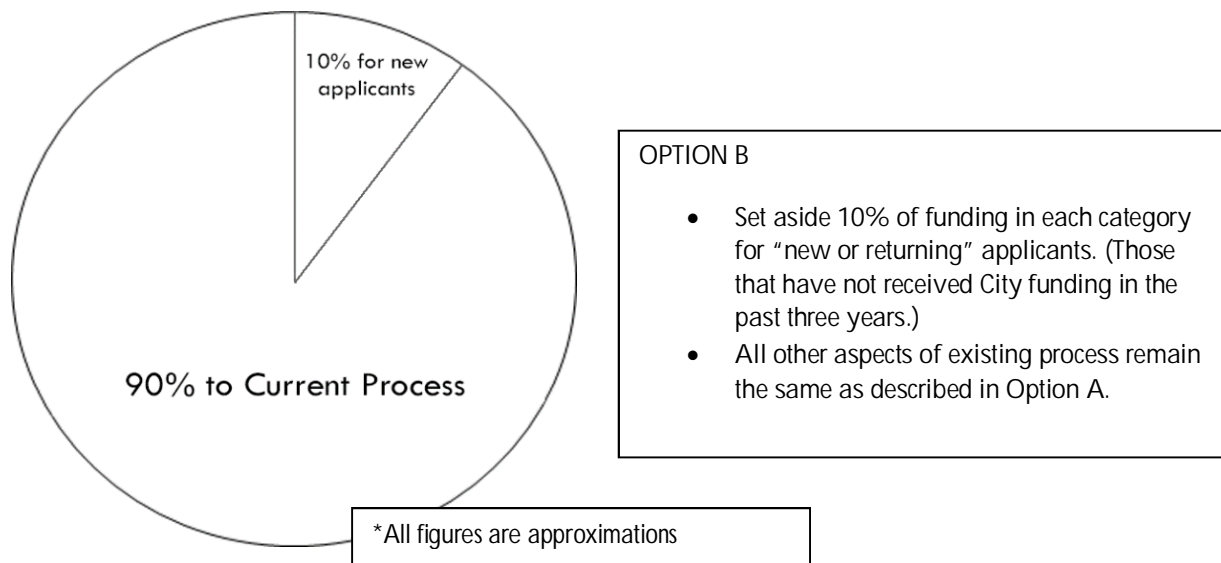
Advantages of Option A include: It is a well-known and familiar process; it has evolved to its current form over the course of many years in practice; and it is an effective, objective, and transparent means by which to evaluate projects and programs proposed for City funding.

Disadvantages of Option A include: It is relatively difficult to target limited resources to identified areas of need to achieve greater impact in those areas; it lacks specificity for applicants regarding which projects or programs are likely to be prioritized for City funding; it lends itself to the same applicants and programs receiving funding year after year, which has been identified by HUD as an undesirable and disallowed use of CDBG funds, and makes it more difficult for qualified new or returning applicants to compete for funding.

#### OPTION B: INCENTIVIZE NEW APPLICATIONS

Option B would leave most of the current process in place, with the exception that a portion of available funds would be set aside for “new and returning applicants.” Returning applicants would be those that have not received City funding in the past three years. For example, 10% of total available funding (10% = approximately \$80,000 in FY 2016) could be set aside for applications from agencies that have not received City funding in the past three years. If no eligible “new or returning” agencies apply for funding in a given year, then the funding could be “released” for use toward other applications.

Figure 3. Breakdown of Option B – Incentivize New Applications



Note: Option B could be implemented as a standalone option or it could be implemented as part of other options. For example, a percentage of funding for "new and returning" applicants could be set aside in Options C or D.

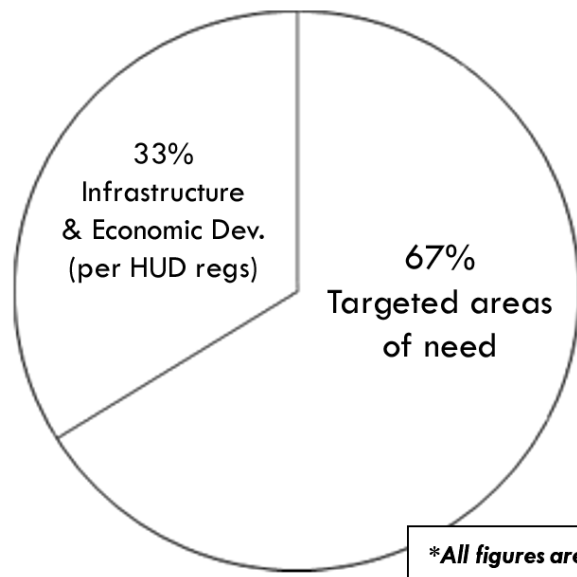
Advantages of Option B include: It is only a minor change to the current, well-established process; it is relatively easy to implement; it incentivizes eligible new agencies to apply for City funding.

Disadvantages of Option B include: It does not in itself specifically target identified areas of need; it too reduces to some extent the amount of funding available for currently funded agencies; and it gives "new and returning" applicants a minor advantage over currently funded applicant agencies, regardless of the service quality, need, performance, and/or evidence-based outcomes.

#### OPTION C: FOCUS ON TARGETED AREAS OF NEED

Option C represents the most dramatic departure from the current process. Aside from the approximately 33% of available funding that must be used for the Infrastructure and Economic Development category, all of the remaining available funding would be focused on targeted areas of need to achieve greater impact. These "priority categories" would be identified at the time the NOFA is released, in advance of any applications being submitted. Each funding cycle would focus on two to four priority categories in order to achieve greater impact in those areas of need. The priority categories would be rotated on a two- or three-year cycle so that all categories receive priority targeting at least once in the course of two or three years.

Figure 4. Breakdown of Option C – Focus on Targeted Areas of Need



#### OPTION C

- Focus maximum available funding on “Targeted areas of need”
- Targeted areas of need would rotate each year; 2 to 4 categories per year; two- or three-year cycle
- Optional: Set aside 10% of funding in each category for “new or returning” applicants.

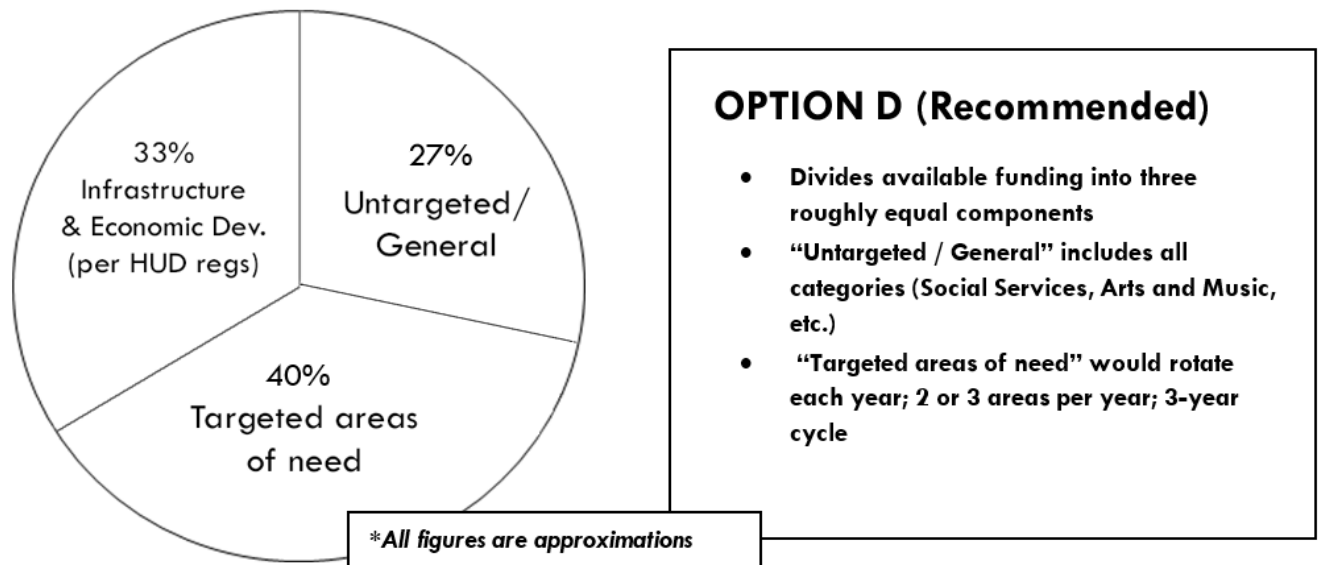
**Advantages of Option C include:** It focuses limited resources toward identified areas of need to achieve greater impact in those areas; it provides specificity for applicants regarding which projects or programs are likely to be prioritized for City funding in a given year as well as two or three years in advance; all categories would receive “priority” consideration at least once every three years; it limits the potential for the same applicants and programs to receive funding year after year; it allows for more in-depth evaluation of proposals during the review and deliberation process; and it potentially encourages new and innovative proposals that have greater impact.

**Disadvantages of Option C include:** It is a dramatic departure from the current process and could be met with strong resistance from community members including potentially from some long time recipients of City funding; it limits the flexibility to fund proposals that may be of interest but do not fall within the targeted categories in a given year; if implemented in the next funding cycle, some currently funded agencies will have limited time to adjust to the new process or the possibility that their project or program may not fall within the rotation of priority categories until two or three years from now.

#### OPTION D (Recommended): HYBRID MODEL – SOME TARGETED, SOME GENERAL

Option D is a “hybrid” that combines many of the advantages of Options A and C, and provides a transitional period for applicants to adapt to a new process. Perhaps most importantly, Option D continues to provide annual funding opportunities to all applicants in all categories in all years. It provides for some of the available funding, approximately 27% of the total, to be made available for general applications in all categories as is the case in the current process described in Option A. It focuses some funding, approximately 40% of the total, on targeted Areas of Need to achieve greater impact, on a rotating basis over three years as described in Option C. The remaining approximately 33% is used toward programs and projects in the Infrastructure and Economic Development category as required by HUD.

Figure 5. Breakdown of Option D – Hybrid Model – Some Targeted, Some General



**Advantages of Option D include:** It continues to provide annual funding opportunities to all applicants and all projects and programs in all categories in all years; it focuses a significant portion of funding on priority categories to achieve greater impact; it provides specificity for applicants regarding which projects or programs are likely to be prioritized for City funding in a given year, as well as two or three years in advance; all categories receive “priority” consideration in at least one of every three years; it allows for more in-depth evaluation of proposals during the review and deliberation process; it maintains the flexibility to provide funding to projects of interest regardless of whether they fall within a “priority category” in a given year; and it provides currently funded agencies time to adjust and transition to a new process.

**Disadvantages of Option D include:** The amount of funding available to be focused on priority areas of need for greater impact, while still significant at approximately 40%, is less than Option C at approximately 67%; it reduces the total amount of funding available in some categories in years when those categories are not identified “priority categories”; while not as much of a change as Option C, it is still a substantive change from the current process and could be met with resistance from community members including potentially from some long time recipients of City funding; and, it does not in itself fully address concerns about the same applicants and programs receiving funding year after year.

### **Proposed Three Year Targeting Cycle**

The Community Services Commission on September 21, 2016 unanimously voted in favor of adopting the process outlined in Option D for implementation including a proposed schedule for rotating the “target areas of need” categories in a three-year cycle. The proposed cycle is shown in Figure 6.

Figure 6. Areas of Need and Proposed Three-Year Targeting Cycle

AREAS OF NEED *		FY 2017-18	FY 2018-19	FY 2019-20
1. Community Infrastructure, Jobs, and Economic Development** 2. Homelessness, Housing Affordability, and Food Access** 3. Seniors, and People with Disabilities	General Category Applications (~27%)	3, 5, 7	4, 5, 6	3, 6, 7
4. Youth, Family, and Education 5. Health and Wellness 6. Arts, Music and Culture 7. Counseling, Referral, Case Management, and Legal Services	Target Areas of Need Category applications (~40%)	2, 4, 6	2, 3, 7	2, 4, 5
* All Areas of Need assume eligible low-income Hayward resident clients ** Required by HUD every year	HUD-required Infrastructure/Jobs/Econ. Dev. Category** (~33%)	1	1	1

Note that in any given year, all applicants that provide services or projects remain eligible to apply and be considered for funding regardless of the Area of Need they propose to address. For example, in the column marked FY 2017-18 (see Figure 6, above), all seven of the Areas of Need numbered 1 through 7 can be found in one of the three Category rows. The same is true in the columns for FY 2018-19 and FY 2019-20.

While applications are accepted in all categories each year, a slight emphasis occurs in respect to Target Areas of Need. For example, in FY 2017-18, applications in the Areas of Need numbered 2, 4, and 6 in the above chart would be considered in the Target Category comprising approximately 40% of the available funding; while in that same year, applications in Areas of Need numbered 3, 5, and 7 would be considered in the General category comprising approximately 27% of the available funding. As described earlier in this report, HUD requirements for the use of CDBG funding require Area of Need number 1 (Infrastructure, Jobs, and Economic Development) to be funded every year at approximately 33% of the total available funding. Also, HUD requires that the City expend some funding every year in Area of Need number 2 (Homelessness, Housing Affordability, and Food Access) as a way to show local progress in those areas, but does not require a specific minimum level of expenditure.

## FISCAL IMPACT

The funding process adjustments outlined in this report and recommended by the Community Services Commission in Option D, have no fiscal impact in relation to the current process.

Because the final Council-adopted amounts of available funding in Fiscal Years 2018 - 2020 are not yet known, the recommendations outlined in this report were established using percentages and estimates of available funding. When the exact amount of available funding for the Fiscal Year are determined (typically in mid-June with the adoption of the General Fund budget, several weeks after Council finalizes the Community Agency Funding allocations), the exact grant dollar amounts for that Fiscal Year are determined and adjusted according to the Council-approved percentages. As a frame of reference, in FY 2016, the total amount available for Community Agency Funding grants was approximately \$800,000.

The Community Development Block Grant (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 by the federal government, 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.

The General Fund grants, which typically are allocated toward Social Services and Arts & Music applications, are 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 amount of General Fund monies used for grants at will, within the context of the General Fund budget deliberations. If the final amount of General Fund monies for the grant pool is reduced during budget deliberations, then individual grants would be adjusted on a percentage basis accordingly.

Because General Fund grants are directly expended from the City's 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 fund in particular "safety net" support services, (i.e., food, housing, support services for low-income people, and information and referral). Reducing or eliminating grants would likely have an adverse economic impact on those affected with services also subsequently reduced or eliminated. There would also be an impact to the nonprofit agencies that continue to experience stress from the last economic downturn – both through an increase in client demand and permanent decreases in public and private funding.

## NEXT STEPS

The Community Services Commission, with Council's advice and consent, will solicit applications for Community Agency Funding in the next funding cycle, FY 2017-18. The CSC will integrate Council's feedback and direction into its deliberations, process, and funding recommendations.

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

Recommended by: Sean Reinhart, Library and Community Services Director

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', is positioned above a horizontal line.

---

Kelly McAdoo, City Manager



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** WS 16-060

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** Library and Community Services Director

**SUBJECT**

Informational Review and Discussion of Alameda County-Wide General Obligation Bond Issuance Proposal (County Measure A1)

**RECOMMENDATION**

That Council reviews and comments on this report.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Presentation from the Director of the Alameda County Housing and Community Development Department
Attachment III	2016 Alameda County Affordable Housing Bond Fact Sheet





DATE: October 18, 2016

TO: Mayor and Council

FROM: Director of Library and Community Services

## SUBJECT

Informational Review and Discussion of the Alameda County-Wide General Obligation Bond Issuance for Affordable Housing Proposal (County Measure A1)

## RECOMMENDATION

That Council reviews and comments on this report

## BACKGROUND

In response to the housing affordability crisis in Alameda County, early this year the County Board of Supervisors (BOS) directed its Department of Housing and Community Development (HCD) staff to explore the possibility of a County-Wide General Obligation (GO) Bond issuance to generate revenues for affordable housing-related programs and projects.

Consequently, during the spring of this year, the Health Committee of the BOS conducted a series of informational work sessions to inform the public and seek input on the GO Bond issuance proposal. County supervisors also conducted outreach efforts in their own districts to seek input on the housing bond and affordable housing-related matters through stakeholder and town-hall meetings.

HCD staff's extensive outreach efforts, which led to the drafting of the final bond measure language and authorizing resolution, included a presentation by the County HCD Director at a work session conducted by the City Council during its May 17, 2016 regular meeting.<sup>1</sup>

On June 28, 2016, the BOS authorized the placement of a ballot measure seeking voter approval of the GO Bond in the upcoming November 2016 general elections. The resulting ballot measure is known as County Measure A1.

## DISCUSSION

---

<sup>1</sup> The corresponding staff report may be found at [this link](http://bit.ly/go-bond). <<http://bit.ly/go-bond>>

Programmatic Model Changes. While the current programmatic model of the proposed bond issuance contains most of the same elements described during the May 17, 2016 presentation to Council by County HCD staff, there have been some major changes to the bond issuance proposal since that date. The major changes are as follows:

- **Bond Amount:** The previously proposed GO Bond issuance amount was a total of \$500 million. As approved by the BOS and placed on the ballot, the proposed GO Bond issuance is now a total of \$580 million.
- **Inclusion of a Homeownership Development Program:** The previously proposed programmatic model included no funding for homeownership projects including projects under the Habitat for Humanity low-income homeownership, sweat-equity model. As approved by the BOS and placed on the ballot, the GO Bond proposal now includes a total of \$25 million for affordable homeownership development.
- **Increased Funding for the Home Preservation Loan Program:** At the May 17, 2016 Council presentation, the proposed portion of GO Bond proceeds to be earmarked for this program was a total of \$15 million. As approved by the BOS and placed on the ballot, the GO Bond proposal now includes a total of \$45 million. However, the net funding increase for homeownership preservation is not \$30 million but \$20 million, because the previous programmatic proposal also included a separate Accessibility Loan Program (estimated to be funded at \$10 million) which is now also included in the overall Home Preservation Loan Program.
- **Increased Funding for Affordable Rental Development:** The previously proposed portion of the bond proceeds for affordable rental housing was \$400 million. As approved by the BOS and placed on the ballot, the portion for affordable rental housing now is a total of \$425 million.

Council Input and Staff Concerns. For the most part, Council expressed its support of the GO Bond issuance and the proposed programmatic structure as explained by HCD staff in May. However, Council expressed some concerns around three areas:

1. **Municipal control and administration of bond proceeds in locally operated programs.** The proposed programmatic design includes no avenue for local jurisdictions to administer and/or augment existing programs utilizing a direct allocation of bond proceeds, such as those proceeds earmarked for Housing Rehabilitation Programs and First Time Homebuyer Programs;
2. **Equitable investment of bond proceeds.** Some of the proposed apportionment methods, particularly the proposed \$200 million for rental housing development in the regional pools, include no guarantee that an equitable investment of bond proceeds for affordable housing will be made in Hayward vis- à-vis other areas of the County;

3. Homeownership development programs. The absence of a homeownership development program that could benefit homeownership projects under the Habitat for Humanity sweat-equity model.

Staff is pleased that one of Council and staff's concerns—concern number three (3), above—was resolved in the final version of the GO Bond now on the ballot. However, two of the concerns outlined above remain unresolved.

Unresolved concern #1: Equitable investment of bond proceeds. As it is currently written, the GO Bond includes no guarantee that an equitable investment of “regional pool” affordable rental housing bond proceeds will be made in Hayward vis-à-vis other areas of the County. It remains unclear how or whether the regional funding pool for rental housing development will be equitably distributed among the jurisdictions in a specific region as the program progresses. For example, under the proposed structure, Hayward would have to compete for regional pool funds with other jurisdictions in the mid-county area which includes the cities of Alameda and San Leandro as well as Unincorporated Alameda County.

As it is written and placed on the ballot, the GO Bond language includes no guarantees that an equitable portion, or even any portion, of this regional pool would be allocated to projects in Hayward. This concern about equitable distribution of bond proceeds for affordable rental housing projects also extends to some of the bond's proposed programmatic applications, including the Minor Rehabilitation and Down Payment Assistance programs.

Unresolved concern #2: Municipal administration of existing programs using bond proceeds. The second major concern from Council and staff which remains unresolved is that the GO Bond proposal does not include the option for cities to directly receive bond allocations and/or reimbursements to operate and/or expand existing City-operated programs that meet the programmatic intent of the bond. Rather, the GO Bond proposal appears to preclude the use of bond proceeds to support municipally-operated programs, and appears to show the intent to use bond proceeds to potentially create and operate duplicative services in the Hayward community, in some cases possibly through the use of third-party contractors.

At the May 17 Council presentation, Council members expressed to HCD staff that it would be highly desirable for the GO Bond to include an allocation model that would specifically include the option for bond proceeds earmarked for Minor Rehabilitation Programs to be directly allocated and/or reimbursed to the City to augment its existing Housing Rehabilitation Program, as opposed to using bond proceeds to create a second duplicative program operated by the County or by a contractor engaged by the County.

Concern was also expressed by staff and Council that the GO Bond language includes no guarantee that the bond proceeds earmarked for Minor Rehabilitation Programs will be equitably distributed to benefit Hayward residents compared to residents of other areas of the County.

Creating the option for direct allocation or reimbursement of bond proceeds to the City's own long-standing local Housing Rehabilitation Program would: a) prevent duplication of scarce

resources and make more efficient use of bond proceeds; b) allow the City to continue implementing its best practices through a successful program; and, c) perhaps most importantly, guarantee that local residents will be positioned to benefit from an equitable share of bond proceeds.

In addition to the Minor Rehabilitation Program, staff has strongly suggested that the County considers an allocation model for its homeownership programs, including the Down Payment Assistance Loan Program (DAP).

During the decade prior to the dissolution of Redevelopment by the State legislature, the City administered a successful First-Time Homebuyer DAP. Due to the importance of homeownership for the City—Hayward has one of the lowest homeownership rates in Alameda County—Council directed staff to develop options and a proposal to revisit and potentially restart the First-Time Homebuyer DAP by utilizing Housing Authority/former Low-Mod Housing funds.

The GO Bond proposal includes no options for cities to leverage, complement, or augment locally sourced DAP funding using bond proceeds. The GO Bond calls for both the DAP and Home Preservation Loan programs to be administered by the County or by a third-party consultant. Furthermore, the GO Bond calls for the funding to be offered on first-come, first-served basis, with no guarantee of equitable distribution to benefit Hayward compared to residents of other areas of the County.

## ECONOMIC IMPACT

If approved, the GO Bond proceeds would provide an important new resource for developing affordable rental housing and providing affordable homeownership opportunities in Hayward and would assist the City towards accomplishing its Regional Housing Need Allocation (RHNA) goals and the policy goals laid out in the Housing Element of the City's General Plan, which includes the goal of assisting in the provision of "housing that meets the needs of all socio-economic segments of the community."

It is estimated that the increase on the property owners' tax bill as a result of the bond indebtedness would be approximately \$12.00 per \$100,000 of the assessed value of each property annually. The current average assessed value of properties in Alameda County is approximately \$400,000. This additional potential tax burden on property owners may have some marginal economic impacts, but given the tax's relatively modest rate, the impacts it may have in and of itself, if any, are not likely to be significant.

## FISCAL IMPACT

If approved by the voters, the Alameda County-Wide GO Bond issuance would have no financial impact to Hayward's General Fund, and would potentially have a significant positive impact to the City's housing-related special revenue funds. The current GO Bond proposal requires local jurisdictions to provide a financial contribution toward rental projects that receive a funding allocation from the GO Bond. This would present a potential impact but also

a leveraging opportunity for Hayward's affordable housing funds, which must be used to create rental projects in any event. Any local contribution to future specific projects would still require review and approval by Council.

## SUSTAINABILITY FEATURES

For affordable housing development proposals to become competitive for other sources of funding, they must be located near transit and include energy-efficient and sustainable features that exceed the applicable standards. These two elements are major criteria in the Low Income Housing Tax Credit Program, for example.

The requirement to include energy-efficient and sustainable features is intended to guarantee that affordable developments are financially viable for the long term. Energy savings are essential to achieve that long-term viability – besides guaranteeing that the housing expenses of tenants are low or minimal.

As housing becomes increasingly unaffordable, many households are forced to move out of their communities and, as they move farther away, they have to spend a larger part of their incomes on transportation while adding further pressure to the already congested system of roads and freeways. Thus, the requirement to be located near transit will help reduce traffic congestion and help free up the income (especially) of very low and extremely low income households to pay for other necessary expenses such as education, childcare, and food.

To the extent that bond proceeds will help Hayward affordable housing development proposals compete for and/or leverage other sources of funding, the bond proceeds would help: a) reduce area traffic impacts, and b) the City to achieve other local sustainability goals.

## PUBLIC CONTACT

The following are the public outreach milestones that led to the placement of the GO bond for affordable housing measure (Measure A1) in the November 2016 election ballot:

- As mentioned earlier in this report, in the spring of 2016, the Alameda County BOS held a series of work sessions and public stakeholder meetings for the purpose of seeking public input and developing the authorizing resolution and related GO bond measure language.
- At a work session conducted during its May 17, 2016 regular meeting, the City Council held a discussion of the GO bond issuance proposal that included a presentation by the Director of the County HCD.
- On June 28, 2016, the BOS took the necessary actions to place the bond measure, Measure A1, on the November 2016 ballot for consideration by the voters in Alameda County.

## NEXT STEPS

In a legislative item later during this October 18, 2016 meeting, Council will have the opportunity to express its support of the GO Bond (County Measure A1) through the approval of a resolution in support of the measure. Further information on the actual measure language is included in the staff report accompanying that item.

Prepared by: Omar Cortez, Housing Development Specialist

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

Approved by:



---

Kelly McAdoo, City Manager



ATTACHMENT II

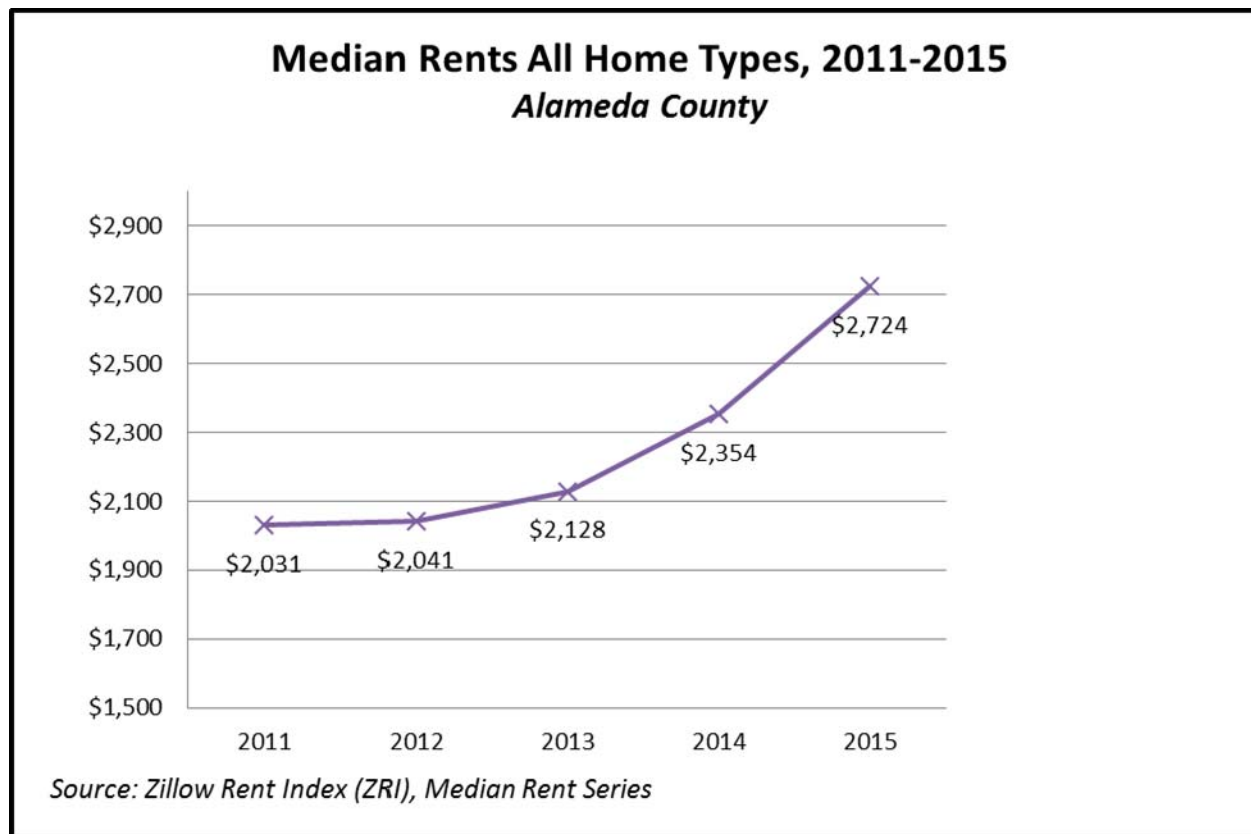


ALAMEDA COUNTY  
**Community Development Agency**

# ALAMEDA COUNTY HOUSING BOND: OVERVIEW

# Affordable Housing Crisis

## Rapidly Increasing Rents Countywide

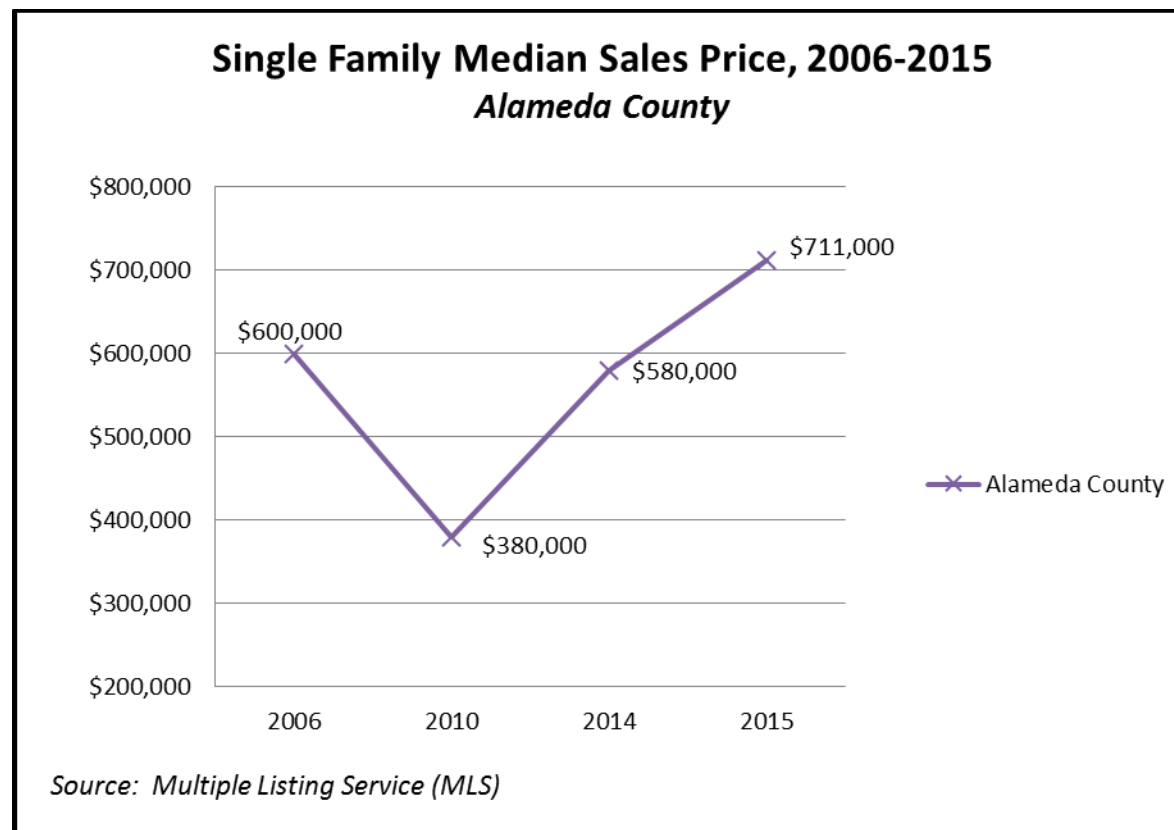


**Rents Increased 34% between 2011 – 2015 Countywide**



# Affordable Housing Crisis

## Home Sales Prices Rapidly Increasing Countywide



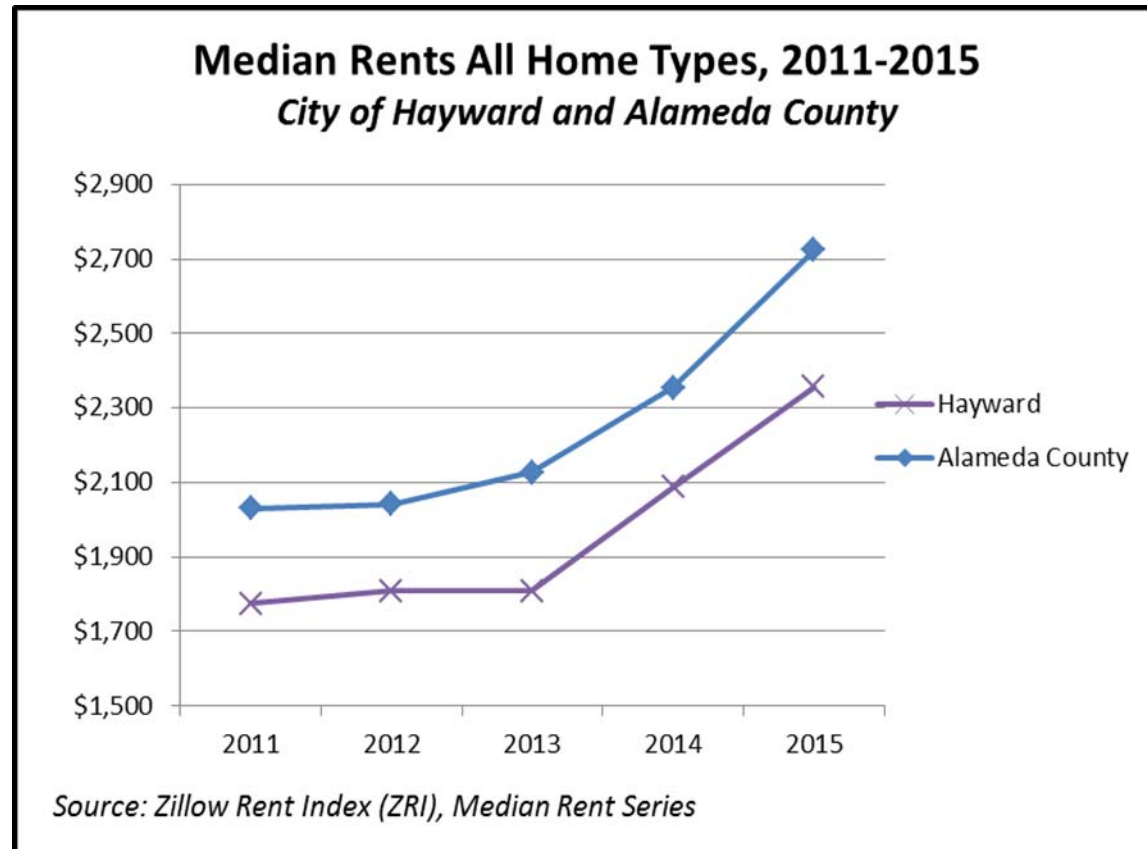
**Home Prices Increased 22.5% between 2014 and 2015 Countywide**

# Housing Crisis in Hayward

Hayward sales prices have risen 84% since the 2010 market bottom.

91% of Very Low Income renters pay over 30% of their incomes for rent, and 36% pay more than half of their incomes for rent

## Rents increased 33% between 2011 - 2015



# Affordable Housing Crisis



**There is a 60,911 unit shortfall for homes affordable to very low- and extremely low-income households in Alameda County alone.**

- California Housing Partnership Corporation, May 2016 Alameda County Housing Report

# Impacts of the Affordable Housing Crisis



- ❑ Long term residents have to leave
- ❑ More traffic congestion
- ❑ Too much income spent on housing costs
- ❑ Overcrowding
- ❑ Harder to attract and retain employees
- ❑ Homelessness
- ❑ Undermines safety net

# Stakeholder Input Process & Schedule

## □ **Board of Supervisors Committee Work Sessions:**

6 Sessions: March – June

## **Stakeholder Meetings:**

■ March 17<sup>th</sup> – Oakland

■ April 13<sup>th</sup> – San Leandro

■ May – 8 Town hall meetings in Supervisorial Districts

□ **On-line Survey:** [www.tinyurl.com/alcohousingbond](http://www.tinyurl.com/alcohousingbond)

□ **Email:** [alcohousingbond@acgov.org](mailto:alcohousingbond@acgov.org)

□ **Website:** [www.acgov.org/board/housingbond.htm](http://www.acgov.org/board/housingbond.htm)

□ **Adoption:** June 28<sup>th</sup> - Board of Supervisors passed bond measure language and authorizing resolution to place measure on November 8, 2016 ballot.



# CRITERIA FOR BOND PROGRAMS

# Criteria for Bond Program

- Eligible uses of G.O. Bond proceeds:
  - Capital investment related to acquisition or development of real property
- Addresses critical housing needs
- Simple to explain
- Simple and cost effective to administer
- Assures all parts of the County benefit
- Allocates funds over time
- Builds on successful program models within Alameda County and elsewhere
- Leverages other funds where possible
- Allows for innovation and creativity



# ALAMEDA COUNTY HOUSING BOND PROGRAM



# Overview of Program Framework



- Total Bond - \$580 Million
  
- Homeowner programs - \$120 Million
  - Down Payment Assistance Loan Program
  - Homeowner Development Program
  - Home Preservation Loan Program
  
- Rental Housing Programs - \$460 Million
  - Rental Housing Development Fund
  - Innovation and Opportunity Fund



# HOME OWNER PROGRAM COMPONENTS

# Homeowner Programs



- Three Program Areas - \$120 million
  - ▣ Down Payment Assistance Loan Program
  - ▣ Homeowner Housing Development Program
  - ▣ Home Preservation Loan Program
  
- Common Components:
  - ▣ Countywide Allocations
  - ▣ Revolving Loan Funds

## Homeowner Programs

# Down Payment Assistance Loan Program

- Estimated Funding Amount: \$50 Million
  - Goal: Assist middle income working families to purchase homes and stay in Alameda County
- Program Parameters:
  - Income limit: Target 80-120% of Area Median Income (AMI) but allow up to 150% of AMI for flexibility
    - e.g. Teachers, Electricians, Plumbers, Firefighters, Truck Drivers, EMT workers
- Design features to encourage program to benefit current Alameda County residents, for example:
  - Workforce Proximity Homeownership
  - Assist current residents to buy homes and stay in County
  - Working with Counsel re: possible inclusion of displaced former residents
  - Educators/First Responders

## Homeowner Programs

# Homeowner Housing Development Program

- Estimated Funding Amount: \$25 Million
- Goal: Assist in the development and long-term affordability of homeownership housing for Low-Income households to become first-time homebuyers while staying in the County.
- Program Parameters:
  - Income limit: 80% of Area Median
  - Construction loans to nonprofit developers
  - New Construction, Acquisition, Rehabilitation
  - Loans converted to Down Payment Assistance Loans when homes are purchased.
  - May involve a sweat-equity component.

## Homeowner Programs

# Home Preservation Loan Program

- Estimated Funding Amount: \$45 Million
- Goal: Assist Low-Income Seniors, People with Disabilities, and other low-income homeowners to remain safely in their homes
- Program Parameters:
  - Income limit: 80% of Area Median
  - Accessibility improvements
  - Health and Safety-focused Owner-Occupied Housing Rehabilitation



# RENTAL HOUSING PROGRAM COMPONENTS

# Rental Housing Programs



- Two Program Areas - \$460 Million
  - ▣ Rental Housing Development
  - ▣ Innovation & Opportunity Fund



## Rental Housing Program

# Rental Housing Development Program

- Estimated Funding Amount: \$425 Million
- Goal: Create and preserve affordable rental housing for vulnerable populations, including low-income workforce housing
- Program Parameters:
  - ▣ Income levels:
    - Most = 30-60% of Area Median Income (AMI)
    - At least 20% of units to 20% AMI or below (Homeless, SSI level), will require operating subsidies
    - Allow a portion of units for up to 80% AMI in mixed income developments
  - ▣ Leverage tax credits, other state, federal and local funds
  - ▣ Require City financial contribution
  - ▣ Long-term affordability (55 year minimum)

## Rental Housing Program

# Rental Housing Development Program

### □ Use of funds:

#### ▣ Rental Housing development gap financing:

- Predevelopment and Development financing
- New Construction, Acquisition, Rehabilitation

#### ▣ Allow a portion of City allocations for interim crisis/Transitional Housing for homeless

#### ▣ Target populations:

- Homeless (chronic, families)
- Seniors
- Veterans
- People with disabilities (physical, developmental, mentally ill)
- Re-entry
- Transition age youth aging out of foster care
- Workforce housing (including working poor)

# Rental Housing Development Program

## Geographic Allocations of Funds

- **Based on:**
  - Related to need
  - Assure that funds are available for projects throughout County
  
- **Geographic Allocation Model:**
  - \$225 Million as a base allocation for use in each city\*
  - \$200 Million to regional pools to be drawn on by projects in any city in region

\*including allocation to unincorporated county

# Rental Housing Development Program

## Geographic Allocation Model

Rental Housing Development Program Funds		\$225 Million to City Base Allocations
Base City Allocations		
Alameda city		\$10,370,727
Albany city		\$2,588,918
Berkeley city		\$15,796,369
Dublin city		\$8,831,465
Emeryville city		\$2,799,109
Fremont city		\$33,264,459
Hayward city		\$20,298,294
Livermore city		\$12,722,700
Newark city		\$6,029,275
Oakland city		\$54,803,565
Piedmont city		\$2,431,300
Pleasanton city		\$13,720,684
San Leandro city		\$11,907,775
Unincorporated		\$19,671,892
Union City city		\$9,763,468
Alameda County Total		\$225,000,000

Allocations based on average of % AV & % Total

Population, with minimum no less than original projections.

Rental Housing Development Funds			\$200 Million to Regional Pools
Regional Pools Allocated by:	% of Total	Need - Blend of Poverty and RHNA LI&VLI	
North County	44.7%	\$89,325,065	
Mid County	24.9%	\$49,803,134	
East County	13.7%	\$27,332,372	
South County	16.8%	\$33,539,429	
Alameda County Total	100.0%	\$200,000,000	

No Co: Albany, Berkeley, Emeryville, Oakland, Piedmont

Mid Co: Alameda, Hayward, San Leandro, Unincorporated

East Co: Dublin, Livermore, Pleasanton

South Co: Fremont, Newark, Union City

## Rental Housing Program

# Innovation & Opportunity Fund

- Estimated Funding Amount: \$35 Million
- Goal: Respond quickly to capture market opportunities, preserve and expand affordable housing, tenant anti-displacement
- Program Possibilities - Examples:
  - Rapid response high-opportunity pre-development and site acquisition loans
    - Purchase problem motels and convert to affordable housing
  - Bond-qualified rental anti-displacement opportunities
    - Acquire apartment buildings on market to renovate and make/retain affordability
- Countywide Allocation



ALAMEDA COUNTY  
**Community Development Agency**

# NEXT STEPS

# Title and Ballot Question



BALLOT MEASURE: ALAMEDA COUNTY AFFORDABLE HOUSING BOND. To provide affordable local housing and prevent displacement of vulnerable populations, including low- and moderate-income households, veterans, seniors, and persons with disabilities; provide supportive housing for homeless people countywide; and help low- and middle-income households purchase homes and stay in their communities; shall the County of Alameda issue up to \$580 million in general obligation bonds to acquire or improve real property, subject to independent citizen oversight and regular audits?

# Next Steps



- ▣ Further development of program policies and terms
  
- ▣ “Boomerang” funds - development of program options:
  - Anti-Displacement
  - Homeless responses





# DISCUSSION

# Alameda County Income Limits

Persons in Household	Extremely Low		Very Low		Low	Median	Moderate
	20%	30%	50%	60%	80%	100%	120%
1	\$13,660	\$20,500	\$34,150	\$40,980	\$52,650	\$68,300	\$81,960
2	\$15,600	\$23,400	\$39,000	\$46,800	\$60,150	\$78,000	\$93,600
3	\$17,560	\$26,350	\$43,900	\$52,680	\$67,650	\$87,800	\$105,360
4	\$19,500	\$29,250	\$48,750	\$58,500	\$75,150	\$97,500	\$117,000

Effective March 2016

Adjusted annually

Based on HUD Extremely (30%), Very Low (50%) and Low (80%) Income limits

Alameda County Housing and Community Development, April 2016

# 2016 Alameda County Affordable Housing Bond

# Fact Sheet

## We have a Housing Crisis in Alameda County.

Affordable housing is getting harder and harder to find. It's too expensive and out of reach for many seniors, veterans, people with disabilities, low-income families and others most in need. While many working families now spend 50% or more of their income on housing, state and federal funding for affordable homes has decreased 89%. Experts estimate a current shortfall of more than 60,000 affordable homes in Alameda County for very low-income families, with at least 5,000 homeless, and hundreds of thousands of working residents needing help—NOW.

## A Viable Solution has emerged:




Alameda County elected officials, policy makers, and community members have been collaborating to find a solution. The solution has emerged: **An AFFORDABLE HOUSING BOND** on the November ballot. The goal of this bond is to create and protect affordable housing options for people who need it most in Alameda County—seniors, veterans, people with disabilities, and many in the workforce whom we count on to help deliver essential services, including teachers, electricians, plumbers, EMT workers and others who simply can't find affordable housing close to where they work in Alameda County.

## What's included in the Measure?



### Three BIG GOALS:

- 1 Help people who are struggling with housing costs.
- 2 Help the homeless and other vulnerable populations with long-term affordable housing.
- 3 Help people buy homes.


### HOMEOWNER Programs:

-  **Down Payment Assistance Loan Program** (\$50M) GOAL: to assist middle-income working families to purchase homes and stay in Alameda County.
-  **Homeowner Housing Development Program** (\$25M) GOAL: to assist in the development of housing, improve the long-term affordability of housing for low-income households, and help first-time homebuyers stay in the county.
-  **Housing Preservation Loan Program** (\$45M) GOAL: to help seniors, people with disabilities, and other low-income homeowners to remain safely in their homes. Provides small loans to pay for accessibility improvements, such as ramps, widened doorways, and grab bars. Provides rehabilitation loans for deferred maintenance such as roofs, plumbing, and electrical systems to seniors/people with disabilities/low-income households at 80% of area median income.

### RENTAL HOUSING Programs:

-  **Rental Housing Development Fund** (\$425M) GOAL: to create and preserve affordable rental housing for vulnerable populations, including lower-income workforce housing. Developments will remain affordable over the long-term—estimated to be for at least 55 years.
-  **Innovation and Opportunity Fund** (\$35M) GOAL: to respond quickly to capture opportunities that arise in the market to preserve and expand affordable rental housing and/or prevent tenant displacement—e.g. rapid response, high-opportunity predevelopment and site acquisition loans.

### FUNDING Allocations:

-  Funding will be allocated throughout Alameda County. Homeowner program funds and rental innovation program funds to be allocated countywide. For allocation of Rental Housing Development Program funds, see charts on the back of this sheet.

# 2016 Alameda County Affordable Housing Bond FACTS



This Measure will raise 580 million dollars for affordable housing across Alameda County. **ALL funds from the proposed bond MUST STAY LOCAL**, dedicated to affordable housing needs in Alameda County ONLY.



**This measure includes independent annual audits** to ensure funds are spent as approved by voters.



**The cost to property owners is projected to be \$12-\$14 per \$100,000 of assessed value** (*not to be confused with market value*). The assessed value of a property is often much lower than its market value. The typical Alameda County homeowner would pay \$48-\$56 per year, or less than \$5 per month to support this critical initiative.

## Rental Housing Development Program

REGIONAL FUNDING ALLOCATION  
throughout Alameda County

HALF OF FUNDS TO REGIONAL POOLS		
Regional Pools Allocations by:	% of Total	Need-Blend of Poverty and RHNA LI & VLI
North County	44.7%	\$89,325,065
Mid County	24.9%	\$49,803,134
East County	13.7%	\$27,332,372
South County	16.8%	\$33,539,429
<b>ALAMEDA COUNTY TOTAL</b>	<b>100.0%</b>	<b>\$200,000,000</b>

**North County Region:** Albany, Berkeley, Emeryville, Oakland and Piedmont.

**Mid County Region:** Alameda, Hayward, San Leandro, and Unincorporated County.

**South County Region:** Fremont, Newark and Union City.

**East County Region:** Dublin, Livermore, and Pleasanton.

Homeowner Program funds (\$120 Million) and Rental Housing Innovation and Opportunity Program funds (\$35 Million) to be allocated countywide.

## HALF OF FUNDS TO BASE CITY ALLOCATIONS

City Base Allocations by:	Total Population
City of Alameda	\$10,370,727
City of Albany	\$2,588,918
City of Berkeley	\$15,796,369
City of Dublin	\$8,831,465
City of Emeryville	\$2,799,109
City of Fremont	\$33,264,459
City of Hayward	\$20,298,294
City of Livermore	\$12,722,700
City of Newark	\$6,029,275
City of Oakland	\$54,803,565
City of Piedmont	\$2,431,300
City of Pleasanton	\$13,720,684
City of San Leandro	\$11,907,775
Unincorporated County	\$19,671,892
City of Union City	\$9,763,468
<b>ALAMEDA COUNTY TOTAL</b>	<b>\$225,000,000</b>

Allocations based on average of % AV and % Total Population, with minimum no less than original projections.



## Questions?

Want more information?

Contact: [alcohousingbond@acgov.org](mailto:alcohousingbond@acgov.org)

For more information go to: [www.acgov.org/board/housingbond.htm](http://www.acgov.org/board/housingbond.htm)



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** PH 16-086

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** Library and Community Services Director

**SUBJECT**

2016 Update of the City of Hayward Affordable Housing Impact Fees (Continued from September 27, 2016)

**RECOMMENDATION**

That Council approves the attached resolution authorizing the 2016 annual update of the Affordable Housing Impact Fees, as set forth in the City of Hayward Affordable Housing Ordinance (AHO) approved by Council in 2015, with the updated Impact Fees becoming effective January 1, 2017.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution Updating the City of Hayward Affordable Housing Impact Fees
Attachment III	Table F: Comparison of Affordable Housing Requirements in Alameda County



DATE: September 27, 2016

TO: Mayor and Council

FROM: Director of Library and Community Services

SUBJECT: 2016 Update of Affordable Housing Impact Fees

#### RECOMMENDATION

That Council approves the attached resolution authorizing the 2016 update of the Affordable Housing Impact Fees, as set forth in the City of Hayward Affordable Housing Ordinance (AHO) approved by Council in 2015, with the updated Impact Fees becoming effective January 1, 2017.

#### SUMMARY

In 2013, the City retained David Paul Rosen and Associates (DRA)<sup>1</sup> to prepare a Residential Nexus Analysis and a Financial Feasibility Analysis (both referred to as the “Nexus Study”). The Nexus Study evaluated the impact of new market-rate housing development on the need for affordable housing in the City and provided the basis for establishing affordable housing impact fees.

Informed by the findings and recommendations of Nexus Study, early in 2015, the City Council adopted an Affordable Housing Ordinance (the “AHO”)<sup>2</sup> which requires that residential developers of projects with twenty (20) units or more mitigate the impact of new residential development on the need for affordable housing. Council separately adopted Affordable Housing Impact Fees (the “Fees”) as required by the AHO.

The AHO stipulates that the Fees be updated annually. Both the staff recommended Fee update and the methodology utilized for such update described in this report are consistent with the findings and recommendations of the Nexus Study. The recommended update is also consistent with California Housing Element Law which requires that communities make adequate provision for the housing needs of all the economic segments of the community

---

<sup>1</sup> The corresponding staff report may be found at: [Report 5 - Appropriation of Housing Authority Funds - Laserfiche WebLink](#). Agenda Item # 5

<sup>2</sup> The corresponding staff report may be found at: [Report 11 - Affordable Housing Ordinance and Impact Fees - Laserfiche WebLink](#). Agenda Item # 11

while ensuring that their policies do not constitute a (governmental) constraint to the development and/or maintenance of housing.

## BACKGROUND

On June 3, 2003, to help mitigate the effects of the housing affordability crisis that had worsened during the preceding decades, the Council adopted an Inclusionary Housing Ordinance (the "IHO-2003").<sup>3</sup>

In 2010, due to the downturn in residential construction caused by the Great Recession, as well as a 2009 Court of Appeal decision (*Palmer/Sixth Street Properties v. City of Los Angeles*)<sup>4</sup> that no longer permits inclusionary requirements in most rental projects, the City adopted a Relief Ordinance<sup>5</sup> that substantially reduced the IHO-2003 requirements in for-sale projects and exempted rental housing developments from all IHO-2003 requirements.

On January 27, 2015, Council adopted the Affordable Housing Ordinance (the "AHO") currently in effect. The AHO requires developers of projects with twenty (20) units or more to mitigate the impact of new residential development on the need for affordable housing. Council separately adopted Affordable Housing Impact Fees (the "Fees") that work in conjunction with the AHO.

Below are the main provisions of the AHO with respect to the Fees:

1. Permits developers to pay Fees "by right" rather than providing units on site, at the developers' option.
2. Provides that the Fees be calculated on a per-square-foot basis rather than on a per-unit basis.
3. Provides that the Fees for for-sale housing shall be adjusted annually based on the percentage change (increase or decrease) in the three-year trailing median home prices in the City.
4. Allows payment of the Fees at the time the building permits are pulled at the adopted levels or at issuance of certificates of occupancy plus a 10% increase.
5. Removed IHO-2003 requirements and in its place adopted Fees for rental housing – unless, to comply with the Palmer decision and the Costa Hawkins Act, the developer

---

<sup>3</sup> The corresponding staff report may be found at: **April 2003 - Laserfiche WebLink** Agenda Item #5

<sup>4</sup> 175 Cal.App.4th 1396 (2009) 96 Cal.Rptr.3d 875: PALMER/SIXTH STREET PROPERTIES, L.P., et al., Plaintiffs and Respondents, v. CITY OF LOS ANGELES, Defendant and Appellant. No. B206102. Court of Appeals of California, Second District, Division Four. July 22, 2009.

<sup>5</sup> The corresponding staff report may be found at: **Inclusionary Housing Interim Relief Ordinance - Laserfiche WebLink**. Agenda Item # 16.

receives funding or City regulatory assistance of some type, such as a density bonus, and enters into a regulatory agreement with the City acknowledging their obligation to limit the rents.

6. Provides that the Fees for rental housing be adjusted based on the change in local market rents.
7. Sets aside 10% of the Fees for administration of the AHO.
8. Allows the use of the Fees for the acquisition and rehabilitation of existing housing for affordable housing purposes.

## DISCUSSION

The Council resolution adopting the Fees established that the Fees would be calculated based on the square footage of the developments' livable spaces. The following are the Fees approved by Council at the time of adoption of the AHO and currently in effect:

Table A: Current Fees

Type of Housing and Timing of Fees	Detached Housing Units		Attached Housing Units	
	At Building Permit	At C. of O.	At Building Permit	At C. of O.
For-sale	\$ 4.00	\$ 4.40	\$ 3.24	\$ 3.56
Rental	N/A			

The Fee resolution further provides that the Fees will be adjusted annually based on the percentage change (increase or decrease) in the three-year trailing median home prices or local rents, as applicable. Staff has updated the Fees utilizing this methodology. The following is the data utilized for the calculation and the resulting Fees for for-sale housing:

Table B: Update of Fees for For-Sale Housing

Condos and Townhomes				
	05/13	05/14	05/15	05/16
Median Sales Price (in thousands) *	\$ 237	\$ 300	\$ 359	\$ 403
Percent Increase in Median Sales Price from Prior Year		27%	20%	12%
Adjustment Factor for Fee Increase				20%
Current Fee at Building Permit				\$ 3.24
Current Fee Plus Trailing Increase if Paid at Building Permit				\$ 3.87
Current Fee Plus Trailing Increase if Paid at C. of O.				\$ 4.26
Single-Family Homes				
	05/13	05/14	05/15	05/16
Median Sales Price (in thousands) *	\$ 377	\$ 465	\$ 478	\$ 572
Percent Increase in Median Sales Price from Prior Year		23%	3%	20%



Adjustment Factor for Fee Increase		15%
Current Fee at Building Permit		\$ 4.00
Current Fee Plus Trailing Increase if Paid at Building Permit		\$ 4.61
Current Fee Plus Trailing Increase if Paid at C. of O.		\$ 5.07

Source: zillow.com – accessed August 24, 2016

Table C, below, shows the data utilized for the calculation and the resulting Fees for rental housing.

**Table C: Update of Fees for Rental Housing**

Rental Housing				
	07/13	07/14	07/15	07/16
Average Rents	\$1,568	\$1,689	\$2,072	\$2,217
Percent Increase in Average Rents from Prior Year		8%	23%	7%
Adjustment Factor for Fee Increase				12%
Current Fee at Building Permit				\$ 3.24
Current Fee Plus Trailing Increase if Paid at Building Permit				\$ 3.63
Current Fee Plus Trailing Increase if Paid at C. of O.				\$ 3.99

Source: www.rentjungle.com - accessed August 24, 2016

Table D contains a summary of the Fees recommended for Council adoption.

**Table D: Recommended Fees**

Type of Housing and Timing of Fees	Detached		Attached	
	At Building Permit	At C. of O.	At Building Permit	At C. of O.
For-sale	\$ 4.61	\$ 5.07	\$ 3.87	\$ 4.26
Rental	N/A		\$ 3.63	\$ 3.99

Table E, below, shows the total and per-unit cost increase the proposed Fee increases would represent for a fifty (50)-unit residential project application in Hayward of typical livable space-size (at 1,400, 1,600, and 1,800 sq. ft.).

**Table E: Total and Per Unit Increases due to Fee Increases (on a Typical Project)**

Unit Type	Current Fee (on 50 Units)	Recommended Fee (on 50 units)	Total Additional Cost	Total Per Unit Add. Cost
1400 Sq. Ft.				
Single Family-Attached	\$226,800.00	\$ 272,300.00	\$ 45,500.00	\$ 910.00
Single Family-Detached	\$280,000.00	\$ 322,000.00	\$ 42,000.00	\$ 840.00
Rental Units	\$226,800.00	\$ 254,100.00	\$ 27,300.00	\$ 546.00

1600 Sq. Ft.				
Single Family-Attached	\$259,200.00	\$ 311,200.00	\$ 52,000.00	\$ 1,040.00
Single Family-Detached	\$320,000.00	\$ 368,000.00	\$ 48,000.00	\$ 960.00
Rental Units	\$259,200.00	\$ 290,400.00	\$ 31,200.00	\$ 624.00
1800 Sq. Ft.				
Single Family-Attached	\$291,600.00	\$ 350,100.00	\$ 58,500.00	\$ 1,170.00
Single Family-Detached	\$360,000.00	\$ 414,000.00	\$ 54,000.00	\$ 1,080.00
Rental Units	\$291,600.00	\$ 326,700.00	\$ 35,100.00	\$ 702.00

Although difficult to compare, both the existing Fees (in table A) and the proposed fees (in table D) are still lower than the fees of area jurisdictions.

Table F (Attachment III) shows a summary comparison of the affordable housing requirements in Alameda County jurisdictions that currently have an inclusionary/ affordable housing ordinance. As Table F illustrates, some jurisdictions such as Albany, San Leandro, and Berkeley calculate the fees based on the difference between the market sales price and the affordable price times the number of affordable units owed. The percentage to calculate the units owed in those jurisdictions is 15%. This yields significantly higher fees than the fees in Hayward.

Most jurisdictions listed in Table F require per-unit-owed fees that range between \$2,783 and \$180,000. In Dublin and Fremont, developers are required to pay fees and also provide a certain percentage of affordable units on site. However, in Fremont, developers may choose to pay fees only, in which case they have to pay fees higher than those they would pay if they were both paying fees and providing units. Like Hayward, Fremont also calculates the fees on a per sq. ft. basis. Fremont's fees start at \$17.50 per sq. ft. and go up to \$27 per sq. ft.

The proposed fees are well below the maximum fees found by the Nexus Study to be supportable by the market. The maximum per sq. ft. supportable fees calculated by DRA were \$40.98 and \$46.67 for single-family detached and attached developments, respectively, and \$47.89 for rental housing projects.

In sum, staff has found that: a) the current and proposed fees are markedly lower than those of area jurisdictions; b) the proposed fees are substantially lower than the maximum supportable Nexus Study fees; c) minor cost increases to development projects as a result of the Fee increases are unlikely to significantly alter residential development decisions in Hayward; and, d) the Affordable Housing Impact Fees were established with an annual adjustment mechanism in order to provide housing affordability for all Hayward residents apace with new market-rate housing development. For these reasons, staff is recommending that Council adopt the modest fee increases outlined in this report.

Alternately, Council may choose to adopt fees higher or lower than those recommended by staff, or to retain the current Fees (see table A, above). Council may also choose to consider other fee alternatives to mitigate the effect of new market-rate housing construction on the local affordable housing needs.

## FUTURE CONSIDERATIONS

Requiring Developers of For-sale Developments to Provide Affordable Units. As explained in the background section, to be consistent with the Palmer decision and the Costa Hawkins Act, the City cannot require developers of rental housing to provide affordable units unless they receive funding or regulatory assistance of some type and enter into an agreement with the City. For for-sale housing, however, the developers have an array of options. The following are the options for for-sale housing developers to meet the AHO requirements:

- a. Pay the Fees; or
- b. Include on-site for-sale affordable units equal to a minimum of 7.5% of the attached dwelling units and 10% of the detached dwelling units; or
- c. Construct for-sale affordable units not physically contiguous to the development (off-site), if approved by Council; or
- d. Propose additional alternatives that would mitigate the affordable housing impact of a proposed project if approved by Council; or
- e. Provide rental affordable units if consistent with the Costa Hawkins Act.

The developers' decision to provide the affordable units or to pay the Fees is a financial decision. Currently, the low magnitude of Hayward's Fees provides residential developers with the incentive to pay the Fees rather than providing the units. If Council desires to revisit the AHO requirements for for-sale developments so developers must provide the required units rather than pay the fees, the AHO would have to be amended. For this to happen, an economic feasibility study would likely need to be undertaken to make sure that the program requirements help the City meet the City's affordable housing goals without rendering market rate residential projects infeasible (or only marginally feasible), thus discouraging residential development in the City. At the moment, however, staff is only requesting Council to adopt the recommended fees.

Non-residential (Housing Linkage) Fees. Due to the dissolution of Redevelopment and the substantial decreases of federal funding for affordable housing, local governments are evaluating different financing programs to address the housing affordability crisis. One program in particular is being considered or adopted by some area jurisdictions: non-residential (commercial) fees, also called Housing Linkage Fees (the "Linkage Fees"). Linkage Fees are a form of impact fee assessed on new commercial developments based on the need for workforce housing generated by new and expanding businesses. Revenues generated by the Linkage Fees are then used to help fund the development of affordable housing.

To take advantage of a relatively affordable, regional effort of several Alameda County and Santa Clara County jurisdictions, the City recently obtained a non-residential nexus study that was prepared by Keyser Marston Associates Inc. (KMA). Due to the high incomes that

working families need to afford housing in the area, the maximum supportable non-residential fees are very high for all the commercial prototypes analyzed. The City's Economic Development (ED) staff evaluated the results of the study, and concluded that the adoption of additional development fees at this time is not advisable because market demand for most commercial development in Hayward is not yet strong enough.

ED staff also concluded that relevant information necessary to evaluate the adoption of additional impact fees is not available at this time. In order to adopt additional fees (including Linkage Fees), the City would first need to determine what the impact of the new fees in the overall fee commercial development fee load in the City would be and how the resulting new fee load compares to that of other jurisdictions. This is important to ensure that the adoption of new fees would not place the City at a comparative disadvantage. For the same reason, ED staff also recommends that the City wait and see whether Fremont, Union City, and San Leandro, who also participated in the study, will adopt any Linkage Fees. It is staff's understanding that the legislative bodies of these jurisdictions will discuss the joint study as early as October 2016 (Union City) and January 2017 (San Leandro).

## ECONOMIC IMPACT

Social and economic research indicates that homelessness and the rising cost of housing can have significant adverse impacts on the overall health of individuals and families, and also can result in significant costs to the community. The costs to the community include the costs of providing emergency housing, mental health crisis services, emergency medical care, criminal justice, and judicial system involvement, among many other impacts. Creating and preserving affordable housing helps to mitigate these impacts and make positive impacts on individuals, families, and communities. Social research indicates that access to affordable housing can improve education outcomes, increase health and wellbeing, boost economic activity, and can lower social service costs for the state and local governments, among other benefits. The IHO-2003, the Relief Ordinance, the AHO, and the funds collected through these ordinances have helped and will continue to help the City achieve these and other socio-economic benefits.

From the date of its adoption until its amendment (in other words, until the adoption of the Relief Ordinance) which allowed developers to pay the Fees by right, the IHO facilitated the creation of 359 affordable housing units (311 rental and 48 ownership units) that have benefitted an equal number of very low to moderate-income households. The rental homes have also become of part of the local community's long-term affordable housing assets. The following is a list of the developments that contain those affordable homes:

Table G: Affordable Rental and Ownership Units Facilitated by the IHO

Rental Housing	
Property Name	No. of Units
Walker Landing	78
C & Grand Senior Housing	60
South Hayward BART	151
Weinreb Place (@B & Grand)	22

Subtotal	311
Ownership Housing	
Crossings at Eden Shores	40
Garden Walk	8
Subtotal	48
Grand Total	359

Since the adoption of the Relief Ordinance which allows developers to pay the fees by right, all residential developers subject to the affordable requirements have chosen to pay the fees. To this date, the balance of the fees is approximately \$2.8 million. These funds have been received for the most part during the last eighteen months and have been deposited in the City's Affordable Housing Trust (Fund # 285).

The fees must be used to create new affordable homes that benefit very low-, low-, and moderate-income workers. The use of the fees for a specific project is subject to Council approval. Staff has scheduled a work session with Council for October 25, 2016, for a discussion of the potential and proposed uses of the different fund balances currently available for affordable housing, including the Affordable Housing Trust fund balance.

## FISCAL IMPACT

To the extent that they are used to assist the development of new affordable homes, the additional fees will result in a positive fiscal impact for the City because, in order to be financially feasible, those development projects will need to attract additional funding from State, Federal, or private funding sources. However, without the local funding, developers are not able to attract that additional funding as the financial contribution is deemed to demonstrate the local support for the project. In other words, without the local support in the form of some financial assistance, the affordable projects are less likely to compete for funding from other funding sources. Therefore, the additional fees would be advantageous to leverage other funding and attract significant investment of other non-local dollars in Hayward. As an example, the South Hayward BART Affordable Project, which was facilitated by the IHO and received close to \$7 million in funds from the City, leveraged an additional \$45 million of non-local funds, including equity from a private investor of almost \$20.1 million and \$21.1 million from State Prop 1C funding.

Additionally, the Alameda County Department of Housing and Community Development has made it very clear that to benefit from the General Obligation (G.O.) bond (if approved by the voters on November 8, 2016), municipal jurisdictions, including Hayward, will have to contribute with a local funding match. The fees could potentially be a source for the bond funding match.

In addition to the above benefits, the City will continue to gain additional building permit fee revenue, transfer taxes, and property taxes from new housing development of all types as it is likely that the proposed fee increases will not constitute a deterrent to the development of market-rate housing.

## SUSTAINABILITY FEATURES

Another major criterion for affordable developments to become competitive for funding is the inclusion of energy-efficient and sustainable features that exceed the applicable standards as is the case with the Low Income Housing Tax Credit Program. This requirement is intended to guarantee that affordable developments are financially viable for the long term. Energy savings are essential to achieve that long-term viability – besides guaranteeing that the housing expenses of tenants are low or minimal. For these reasons, affordable housing is virtually synonymous with sustainable, energy-efficient housing.

All the affordable homes facilitated by the City and recently-approved by Council including Weinreb Place, aka B & Grand Senior Housing, the South Hayward BART Affordable Housing development, and several other Eden Housing, Inc.-owned properties undergoing substantial rehabilitation (through a resyndication or refinance) have exceeded the applicable code standards in the area of energy efficiency. In sum, the fees must be utilized for the creation of new housing affordable to income-eligible households, and such use will be consistent with the City Council priority of Green.

## PUBLIC NOTICE

The City has provided notice as required by Government Code Sections 66018 and 66019, publishing two newspaper notices, making the basis for the fees available ten (10) days before the meeting, and providing notice to those who have requested notice fourteen (14) days in advance. Staff has also provided notice to market-rate and affordable housing developers and other interested parties of the proposed Fee update via phone calls and emails.

## NEXT STEPS

Should Council authorize the attached resolution and Fee update, the new fees will become effective January 1, 2017. Staff is recommending delaying the effective date of the new fees to allow developers that obtain permits through the rest of 2016 to pay the current Fees. Alternately, Council may choose to make the fees effective as soon as 60 days after adoption of the attached resolution.

Prepared by: Omar Cortez, Housing Development Specialist

Recommended by: Sean Reinhart, Library and Community Services Director

Approved by:



---

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 16-\_\_

Introduced by Council Member \_\_\_\_\_

**RESOLUTION INCREASING AFFORDABLE HOUSING IMPACT FEES**

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

**WHEREAS**, the Affordable Housing Ordinance authorizes the imposition of Affordable Housing Impact Fees on for-sale and rental residential developments to mitigate the impact of such developments on the need for affordable housing in the City; and

**WHEREAS**, to ensure that the Affordable Housing Impact Fees adopted by this resolution do not exceed the actual affordable housing impacts attributable to the development projects on which the fee is imposed, the City Council has received and considered a report from David Paul Rosen & Associates dated October 28, 2014 and entitled "City of Hayward Inclusionary Housing and Nexus Study," which includes, among other information, an affordability gap analysis, a residential nexus analysis, and an economic impact analysis (the "DRA Study"); and

**WHEREAS**, the DRA Study demonstrated that, to fully mitigate the burdens created by residential development on the need for extremely low, very low, low, median, and moderate-income housing, an Affordable Housing Impact Fee of \$40.98 to \$47.89 per square foot of new market rate residential development would be needed; and

**WHEREAS**, by Resolution No. 15-021, the City Council adopted Affordable Housing Impact Fees to mitigate the burdens created by residential development on the need for extremely low, very low, low, median, and moderate-income housing; and

**WHEREAS**, Resolution No. 15-021 further provided that, commencing January 1, 2016, the City may adjust the Affordable Impact Fees based on the percentage change in the three-year trailing median home price in the City; and

**WHEREAS**, the three-year trailing median home price in the City has increased, as demonstrated by the evidence presented in the staff report, and the City Council now desires to increase Affordable Housing Impact Fees to reflect the percentage increase in the three-year trailing median home price in the City; and

**WHEREAS**, the Affordable Housing Impact Fees adopted by this Resolution do not exceed the justified fees needed to mitigate the actual affordable housing impacts attributable to the development on which the fees are imposed; and

**WHEREAS**, to ensure that development projects remain economically feasible, the

Affordable Housing Impact Fees adopted by this resolution are lower than the amount found by the DRA Study to be needed to fully mitigate the burdens created by new development on the need for affordable housing; and

**WHEREAS**, at least ten days prior to the date this resolution is being heard, data was made available to the public indicating the amount of cost, or estimated cost, required to provide the service for which the fee or service charge is levied and the revenue sources anticipated to provide the service, including general fund revenues, in accordance with Government Code Section 66019; and

**WHEREAS**, at least fourteen days prior to the date this resolution is being heard, notice was provided to any persons or organizations who had requested notice, in accordance with Government Code Section 66019; and

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

**WHEREAS**, the City Council has reviewed the information contained in this Resolution and the accompanying staff report and attachments thereto at a meeting held on September 27, 2016.

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

**Section 1.** The City Council finds as follows:

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

B. The purpose of the Affordable Housing Impact Fee is to mitigate the burdens created by new residential and nonresidential development projects on the need for extremely low, very low, low, median, and moderate-income housing.

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

D. After considering the findings of the DRA Study, the testimony received at the public hearing, and the substantial evidence in the record, the City Council hereby finds that the Affordable Housing Impact Fees adopted by this Resolution do not exceed the justified fees needed to mitigate the actual affordable housing impacts attributable to the development on which the fees are imposed; and that there is a reasonable relationship between the need for affordable housing and the impacts of the development for which the corresponding fee is charged, and there is also a reasonable relationship between the fee's use and the type of development for which the fee is charged.



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

**Section 2.** The City Council hereby adopts the following 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 that Received All Discretionary Approvals Prior to Dec. 31, 2015 and Receive All Building Permits Prior to Dec. 31, 2017 No fee
  - b. All Other Rental Projects \$3.63/Square Foot 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 \$5.06/sq. ft. of habitable space for attached dwelling units; to \$4.28/sq. ft. of habitable space for attached dwelling units; and to \$3.99/sq. ft. for 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.

**Section 3.** An Affordable Housing Impact Fee shall be paid by all developments subject to the fee, as shown in Section 2.

**Section 4.** This Resolution shall go into full force and effect on January 1, 2017.

**Section 5.** Any judicial action or proceeding to attack, review, set aside, void or annul this resolution shall be brought within the 90-day time period as established by Code of Civil Procedure Section 1094.6.

IN COUNCIL, HAYWARD, CALIFORNIA, September 27, 2016.

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

Table F: Comparison of Affordable Requirements in Alameda County Jurisdictions

CITY	MIN. PROJECT SIZE		ON SITE REQUIREMENTS	IMPACT/ IN LIEU FEE
Albany	For in Lieu/Impact Fee	FS: 5 units	FS: 15%	FS: (Market Value - Affordable Price)
	For Build Requirement	FS: 7 units		x units owed
Fremont	For in Lieu/Impact Fee	FS/R: 2 units	FS:	
	For Build Requirement	no build req.	Attached 3.5% plus \$18.50 /sf	\$18.50 with aff units
			Detached 4.5% plus \$17.50/sf	Detached \$26.00 no units,
			R: 12.R%	\$17.50 with aff units,
				R: \$17.50 no map,
				\$27.00 with map
San Leandro	For in Lieu/Impact Fee	FS: 2 units	FS:15%	FS: (Median Sale Price - Affordable
	For Build Requirements	FS: 7 units		Price) x units owed
Union City	For in Lieu Impact Fee	n/a	FS: 15%	FS: < 7 units: \$160,000/ du owed,
	For Build Requirements	FS: 1 unit		7 + units: \$180/sf owed
Alameda (city)	For in Lieu Impact Fee	FS: 5 units	FS: 15%	FS:\$18,431/du
	For Build Requirements	FS: 10 units		
Berkeley	For in Lieu Impact Fee	FS/R: 5 units	FS: 20%	FS: 62.5% x (Sale Price - Affordable
				Price) x units owed
	For Build Requirements	no build req.	R: Current 10%	R: Current \$28,000/du
			Proposed 20%	Proposed \$34,000/du
Dublin	For in Lieu Impact Fee	FS/R: 20 units	FS/R: 7.5% , plus fee	FS/R: \$127,061 per aff unit owed
	For Build Requirements	FS/R: 20 units (partial)	(12.5 % without fee)	(in addition to on-site)
Oakland	For in Lieu Impact Fee	FS/R : 1 unit	FS/R: Option A 5%	FS/R MF \$12,000-\$22,000,
	For Build Requirements	no build req.	or Option B 10%	SF attached \$8,000-\$20,000,
				SF detached \$8,000-\$23,000
Pleasanton	For in Lieu Impact Fee	FS/R: 15 units	FS/R MF 15%	FS/R: MF \$2,783/du
	For Build Requirements	no build req.	SF 20%	SF < 1,500 sq. ft: \$2,783/du,
				>1,500 sq. ft: \$11,228/du



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** LB 16-101

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** Library and Community Services Director

**SUBJECT**

Resolution in Support of Alameda County Measure A1 (Alameda County General Obligation Bond for Affordable Housing)

**RECOMMENDATION**

That the City Council considers adopting the attached resolution in support of Alameda County Measure A1 (Alameda County General Obligation Bond for Affordable Housing).

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution in Support of Measure A1
Attachment III	2016 Alameda County Affordable Housing Bond Fact Sheet



DATE: October 18, 2016

TO: Mayor and City Council

FROM: Library and Community Services Director

SUBJECT

Resolution in Support of Alameda County Measure A1 (Alameda County General Obligation Bond for Affordable Housing)

#### RECOMMENDATION

That the City Council considers adopting the attached resolution in support of Alameda County Measure A1 (Alameda County General Obligation Bond for Affordable Housing).

#### BACKGROUND

Earlier in a work session conducted at this October 18, 2016 meeting, Council had the opportunity to discuss the County Bond for Affordable Housing proposal. This report complements the staff report prepared for that work session but provides a summary of the programs (and related goals) proposed to be funded with the bond issuance proceeds.

There is growing recognition that a housing crisis exists in the Bay Area. The costs for both rental and for-sale housing in Hayward and the rest of Alameda County (the County) have risen substantially in recent years, causing displacement and making it difficult for people at all income levels to find housing. Extremely low and low-income households are hit the hardest by the housing crisis. The inability to find affordable housing is also fueling a homelessness crisis and making it difficult to house people experiencing homelessness. Affordable housing is a critical resource that provides a stable, safe environment for members of the local workforce as well as the most vulnerable sectors of the community such as seniors, people with disabilities, and others on fixed incomes.

Through the Regional Housing Needs Allocation (RHNA) process completed by the Association of Bay Area Governments in 2013, Hayward's assigned share of the regional housing need was 3,920 units, including 1,331 units affordable to low- and very low income families. However, with the dissolution of redevelopment agencies by the State of California in 2012, Hayward and other California cities lost a powerful financial tool for development of new affordable housing.

In the spring of 2016, the County Board of Supervisors (BOS) held a series of work sessions and public stakeholder meetings for the purpose of developing a proposal for a General Obligation (GO) bond for affordable housing. On June 28, 2016, the BOS took the necessary actions to place the bond measure, Measure A1, on the November 2016 ballot for consideration by the voters in the County.

## DISCUSSION

Measure Language. The following is the language that was included in the BOS-approved authorizing resolution of Measure A1:

“To provide affordable local housing and prevent displacement of vulnerable populations, including low- and moderate-income households, veterans, seniors and persons with disabilities; provide supportive housing for homeless people countywide and help low- and middle-income households purchase homes and stay in their communities; shall the County of Alameda issue up to \$580 million in general obligation bonds to acquire or improve real property, subject to independent citizen oversight and regular audits?”

If approved, Measure A1 could generate \$580 million countywide for affordable housing, including \$460 million for rental housing programs and \$120 million for homeowner programs, as described in more detail below. Included as Attachment III is a fact sheet on Measure A1 for more detail on the proposed uses of the bond proceeds and their allocation to local jurisdictions.

### Homeowner Programs:

- **Down Payment Assistance Loan Program (\$50 million)**  
GOAL: to assist middle-income working families to purchase homes and stay in the County.
- **Homeowner Housing Development Program (\$25 million)**  
GOAL: to assist in the development of homeownership housing and help first-time homebuyers stay in the County.
- **Housing Preservation Loan Program (\$45 million)**  
GOAL: to help seniors, people with disabilities, and other low-income homeowners to remain safely in their homes. Provide small loans to pay for accessibility improvements, such as ramps, widened doorways, and grab bars. The program would provide rehabilitation loans for deferred maintenance such as roofs, plumbing, and electrical systems to seniors, people with disabilities and low-income households at 80% of the Area Median Income (AMI).

### Rental Housing Programs:

- Rental Housing Development Fund (\$425 million)  
GOAL: to create and preserve affordable rental housing for vulnerable populations, including lower-income workforce households.
- Innovation and Opportunity Fund (\$35 million)  
GOAL: to respond quickly to affordable development opportunities that arise in the market to preserve and expand affordable rental housing and/or prevent tenant displacement.

Under the Rental Housing Development Fund Program, approximately \$20.3 million is estimated to be available for Hayward projects, with another \$49.8 million potentially available through a regional pool for projects in Alameda (City), Hayward, San Leandro and Unincorporated Alameda County.

Measure A1 would provide an important new resource for developing affordable rental housing and providing affordable homeownership opportunities in Hayward, assisting the City towards accomplishing its RHNA goals, and helping the City achieve numerous policy goals as laid out in the Housing Element of the City's General Plan including its pledge to "assist[ing] in the provision of housing that meets the needs of all socio-economic segments of the community."

### FISCAL IMPACT

Approval of this Resolution will not result in a fiscal impact to the General Fund of the City. The cost to property owners of the bond measure is projected to be \$12-\$14 per \$100,000 of assessed value.

### NEXT STEPS

If approved, staff will distribute the support resolution to the appropriate leaders of Measure A1 campaign.

Prepared by: Omar Cortez, Housing Development Specialist

Recommended by: Sean Reinhart, Library and Community Services Director

Approved by:



---

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 16-

Introduced by Council Member \_\_\_\_\_

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HAYWARD  
SUPPORTING MEASURE A1, THE ALAMEDA COUNTY AFFORDABLE HOUSING  
BOND

WHEREAS, affordable housing is a critical resource that provides a stable, safe environment for members of the local workforce as well as seniors, people with disabilities, and others on a fixed income; and

WHEREAS, through the Regional Housing Needs Assessment (RHNA) process completed by the Association of Bay Area Governments in 2013, Hayward's assigned share of the regional housing need was 3,920 units, including 1,331 units affordable to low- and very low income families; and

WHEREAS, with the dissolution of redevelopment agencies by the State of California in 2012, Hayward and other California cities lost a powerful financial tool for development of new affordable housing; and

WHEREAS, in the spring of 2016, Alameda County held a series of Board of Supervisor work sessions and public stakeholder meetings for the purpose of developing a proposed affordable housing bond; and

WHEREAS, the County Board of Supervisors, on June 28, 2016, took the necessary actions to place the bond measure, Measure A1, on the November 2016 ballot for consideration by the voters in Alameda County; and

WHEREAS, Measure A1 would generate \$580 million countywide for affordable housing, including \$460 million for rental housing programs and \$120 million for homeowner programs; and

WHEREAS, Under the Rental Housing Development Fund, over \$20 million is estimated to be available for Hayward projects, with another \$49.8 million available through a regional pool for projects in Alameda (City), Hayward, San Leandro and Unincorporated Alameda County; and

WHEREAS, Measure A1 would provide an important new resource for developing affordable rental housing and providing affordable homeownership opportunities in



Hayward, assist the City towards its RHNA goals, and help the City achieve numerous policy goals as laid out in the Housing Element of its General Plan.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward does hereby support Measure A1, the Alameda County Affordable Housing Bond.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2016

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

# 2016 Alameda County Affordable Housing Bond

# Fact Sheet

## We have a Housing Crisis in Alameda County.

Affordable housing is getting harder and harder to find. It's too expensive and out of reach for many seniors, veterans, people with disabilities, low-income families and others most in need. While many working families now spend 50% or more of their income on housing, state and federal funding for affordable homes has decreased 89%. Experts estimate a current shortfall of more than 60,000 affordable homes in Alameda County for very low-income families, with at least 5,000 homeless, and hundreds of thousands of working residents needing help—NOW.

## A Viable Solution has emerged:




Alameda County elected officials, policy makers, and community members have been collaborating to find a solution. The solution has emerged: **An AFFORDABLE HOUSING BOND** on the November ballot. The goal of this bond is to create and protect affordable housing options for people who need it most in Alameda County—seniors, veterans, people with disabilities, and many in the workforce whom we count on to help deliver essential services, including teachers, electricians, plumbers, EMT workers and others who simply can't find affordable housing close to where they work in Alameda County.

## What's included in the Measure?



### Three BIG GOALS:

- 1 Help people who are struggling with housing costs.
- 2 Help the homeless and other vulnerable populations with long-term affordable housing.
- 3 Help people buy homes.


### HOMEOWNER Programs:

-  **Down Payment Assistance Loan Program** (\$50M) GOAL: to assist middle-income working families to purchase homes and stay in Alameda County.
-  **Homeowner Housing Development Program** (\$25M) GOAL: to assist in the development of housing, improve the long-term affordability of housing for low-income households, and help first-time homebuyers stay in the county.
-  **Housing Preservation Loan Program** (\$45M) GOAL: to help seniors, people with disabilities, and other low-income homeowners to remain safely in their homes. Provides small loans to pay for accessibility improvements, such as ramps, widened doorways, and grab bars. Provides rehabilitation loans for deferred maintenance such as roofs, plumbing, and electrical systems to seniors/people with disabilities/low-income households at 80% of area median income.

### RENTAL HOUSING Programs:

-  **Rental Housing Development Fund** (\$425M) GOAL: to create and preserve affordable rental housing for vulnerable populations, including lower-income workforce housing. Developments will remain affordable over the long-term—estimated to be for at least 55 years.
-  **Innovation and Opportunity Fund** (\$35M) GOAL: to respond quickly to capture opportunities that arise in the market to preserve and expand affordable rental housing and/or prevent tenant displacement—e.g. rapid response, high-opportunity predevelopment and site acquisition loans.

### FUNDING Allocations:

-  Funding will be allocated throughout Alameda County. Homeowner program funds and rental innovation program funds to be allocated countywide. For allocation of Rental Housing Development Program funds, see charts on the back of this sheet.

# 2016 Alameda County Affordable Housing Bond FACTS



This Measure will raise 580 million dollars for affordable housing across Alameda County. **ALL funds from the proposed bond MUST STAY LOCAL**, dedicated to affordable housing needs in Alameda County ONLY.



**This measure includes independent annual audits** to ensure funds are spent as approved by voters.



**The cost to property owners is projected to be \$12-\$14 per \$100,000 of assessed value** (*not to be confused with market value*). The assessed value of a property is often much lower than its market value. The typical Alameda County homeowner would pay \$48-\$56 per year, or less than \$5 per month to support this critical initiative.

## Rental Housing Development Program

REGIONAL FUNDING ALLOCATION  
throughout Alameda County

HALF OF FUNDS TO REGIONAL POOLS		
Regional Pools Allocations by:	% of Total	Need-Blend of Poverty and RHNA LI & VLI
North County	44.7%	\$89,325,065
Mid County	24.9%	\$49,803,134
East County	13.7%	\$27,332,372
South County	16.8%	\$33,539,429
<b>ALAMEDA COUNTY TOTAL</b>	<b>100.0%</b>	<b>\$200,000,000</b>

**North County Region:** Albany, Berkeley, Emeryville, Oakland and Piedmont.

**Mid County Region:** Alameda, Hayward, San Leandro, and Unincorporated County.

**South County Region:** Fremont, Newark and Union City.

**East County Region:** Dublin, Livermore, and Pleasanton.

Homeowner Program funds (\$120 Million) and Rental Housing Innovation and Opportunity Program funds (\$35 Million) to be allocated countywide.

## HALF OF FUNDS TO BASE CITY ALLOCATIONS

City Base Allocations by:	Total Population
City of Alameda	\$10,370,727
City of Albany	\$2,588,918
City of Berkeley	\$15,796,369
City of Dublin	\$8,831,465
City of Emeryville	\$2,799,109
City of Fremont	\$33,264,459
City of Hayward	\$20,298,294
City of Livermore	\$12,722,700
City of Newark	\$6,029,275
City of Oakland	\$54,803,565
City of Piedmont	\$2,431,300
City of Pleasanton	\$13,720,684
City of San Leandro	\$11,907,775
Unincorporated County	\$19,671,892
City of Union City	\$9,763,468
<b>ALAMEDA COUNTY TOTAL</b>	<b>\$225,000,000</b>

Allocations based on average of % AV and % Total Population, with minimum no less than original projections.



## Questions? Want more information?

Contact: [alcohousingbond@acgov.org](mailto:alcohousingbond@acgov.org)

For more information go to: [www.acgov.org/board/housingbond.htm](http://www.acgov.org/board/housingbond.htm)



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

---

**File #:** LB 16-102

---

**DATE:** October 18, 2016

**TO:** Mayor and City Council

**FROM:** City Manager

**SUBJECT**

Resolution in Support of Efforts to Dissolve Eden Healthcare District

**RECOMMENDATION**

That Council approves the attached Resolution in support of the dissolution of the Eden Healthcare District.

**ATTACHMENTS**

Attachment I Staff Report  
Attachment II Resolution



DATE: October 18, 2016

TO: Mayor and City Council

FROM: City Manager

SUBJECT

Resolution in Support of Efforts to Dissolve Eden Healthcare District

#### RECOMMENDATION

That Council approves the attached Resolution in support of the dissolution of the Eden Healthcare District.

#### SUMMARY

In June, the Council approved a resolution authorizing the City Manager to make an application to the Alameda County Local Agency Formation Commission (LAFCo) asking the Commission to consider the dissolution of Eden Healthcare District (EHD). Formed by vote in 1948, the original purpose of the Eden Healthcare District (then the Eden Township Healthcare District) was to build and operate Eden Hospital in Castro Valley to serve residents of the City of Hayward, the City of San Leandro, and the communities of San Lorenzo, Ashland, Cherryland, Fairview, and Castro Valley. The District built and operated Eden Medical Center until the 1990s, when strict seismic safety requirements proved cost prohibitive and the District partnered with Sutter Health to run the medical center. After the District acquired San Leandro Hospital in 2004 and leased the facility to Sutter Health, a renegotiation of the original agreement gave Sutter the option to buy the hospital. When Sutter attempted to exercise this option to purchase San Leandro Hospital in 2009, the District refused to transfer ownership until compelled to do so in court. As a result, the District owes Sutter a \$19 million settlement and no longer owns or operates a hospital.

The district currently owns and rents two medical office buildings and provides grants to health-related programs and organizations in the community. According to an Alameda County Grand Jury report, EHD spends 88% of its budget on real estate, administration, legal, and consulting fees, while 12% is allocated for grant awards. Two East Bay Assemblymembers introduced bills this past year addressing the relatively small proportion of the District's budget allocated to grants, and the District's continued existence without a hospital. A 2012 survey commissioned by the District revealed that the majority of residents in the District didn't know that it existed. Dissolving the District would have a minimal, if any, impact on residents, and would allow District resources to be more efficiently allocated to agencies and organizations providing effective direct healthcare services to residents.

## BACKGROUND

Formed by vote in 1948, the original purpose of the District was to build and operate Eden Hospital in Castro Valley. The boundary of the District includes the majority of the City of Hayward, the City of San Leandro, and parts of unincorporated Alameda County, including the communities of San Lorenzo, Ashland, Cherryland, Fairview, and Castro Valley, and has remained nearly unchanged since its formation. Property taxes funded EHD's operations, including the purchase of Laurel Grove Hospital and subsequent creation and operation of the Eden Medical Center until 1977, when the district ceased levying taxes.

In 1994, the California State Legislature passed SB 1953, creating the Hospital Seismic Upgrade Program and requiring all hospital buildings to meet stricter seismic safety standards within a 15-20 year timeframe. Faced with spending up to \$300 million to bring Eden Medical Center into compliance with the law, in 1998, EHD negotiated a partnership with Sutter Health, transferring substantially all of the hospital's net operating assets and operations to the non-profit, and establishing an 11-member joint board to govern the medical center.

Eden Healthcare District purchased San Leandro Hospital in 2004 and negotiated a lease agreement for the newly acquired hospital with Sutter Health that required Sutter to retrofit the Eden Medical Center buildings in accordance with the state's seismic safety standards, or pay \$260 million to Eden Healthcare District for their replacement. Two years later, Sutter Health found that replacing the medical center would cost more than \$400 million, and was no longer feasible. Sutter and EHD renegotiated their partnership, resulting in an agreement that relinquished EHD's seats on the Board, required Sutter Health to complete the construction of a replacement facility, and granted Sutter the option to purchase San Leandro Hospital.

In 2009, Sutter began construction on the new medical center and shortly thereafter exercised the purchase option for San Leandro Hospital. EHD became concerned that Sutter intended to close the hospital, and refused to transfer ownership of San Leandro Hospital to Sutter. Sutter sued for breach of contract, and was ultimately victorious in acquiring the hospital and winning a \$19.7 million judgement against EHD.

Today, EHD no longer owns or operates any hospitals. Investments and real estate are the District's main revenue sources. The District owns and leases three medical office buildings in the East Bay – the San Leandro Medical Arts Building, Eden Medical Building, and until recently, Dublin Gateway Center (the latter located outside of District boundaries). Revenue from the lease of these properties funds the administration of the District, debt and settlement payments, maintenance of the properties, and a Community Grant Fund that provides funding to health-related organizations and programs serving residents of the District.

In June, the Council approved a resolution authorizing the City Manager to make an application to the Alameda County Local Agency Formation Commission (LAFCo) asking the Commission to consider the dissolution of the Eden Healthcare District (EHD). This resolution

resulted in the LAFCo embarking on a special study of the healthcare district. The LAFCo is in the process of reviewing the services EHD provides, considering its current and future financial position, and creating a fiscal analysis of governance options for the District, including possible dissolution.

Additionally, on September 6, 2016, the San Leandro City Council adopted a similar resolution supporting efforts to dissolve EHD

(<https://sanleandro.legistar.com/LegislationDetail.aspx?ID=2821609&GUID=81D39CB4-C94D-4DB0-BE6A-19AF834DDB88>).

## DISCUSSION

Despite the District's stated mission of investing in health and wellness programs to improve the health of the community, a small proportion of EHD's operating budget is allocated to supporting health-related programs. The District is currently required to make settlement payments to Sutter Health of approximately \$2 million annually for the next eight years. Currently, the District provides grants to health-related community programs and organizations totaling \$500,000 annually. According to an Alameda County Grand Jury report, EHD spends 88% of its budget on real estate, administration, legal, and consulting fees, while 12% is allocated for grant awards.

Acting on a citizen complaint that the District "does not adequately provide for the healthcare needs of its residents" and questioning whether or not the district should exist, the 2015-16 Alameda County Civil Grand Jury found that Eden Healthcare District has failed to effectively execute its mission (<https://www.acgov.org/grandjury/final2015-2016.pdf#page=43> and <https://www.acgov.org/grandjury/final2015-2016.pdf#page=57>). The report charged the District with spending a disproportionate amount of its resources on the oversight and management of its real estate holdings despite the minimal impact these activities have on delivering healthcare services. Additionally, the report found that the District lacks information about the needs of its residents and does not take any steps to address those needs, fails to collaborate with the County Health Care Services Agency, and has no concrete action plan, timeline, funding, or rationale for achieving its stated goals. The Grand Jury ultimately recommended that the electorate be provided an opportunity to vote on the continued existence of the District in the next board election.

This year, two bills were introduced into the State legislature by East Bay lawmakers to address the continued existence of the Eden Healthcare District. AB 2737 (Bonta) requires that healthcare districts that no longer provide direct healthcare services or levy taxes and meet several other criteria must spend at least 80% of their annual budgets on community-based grants to organizations providing direct healthcare services, and no more than 20% of their annual budgets on administrative expenses. AB 2471 (Quirk), currently inactive, would specifically require the Alameda County LAFCo to dissolve EHD if the District does not currently receive a property tax allocation, has substantial net assets, and does not provide a direct healthcare service. Both bills are intended to address the continued existence of Eden Healthcare District in the absence of hospital ownership, lack of direct service provision, and

small proportion of its annual budget dedicated to grantmaking.

As of 2010, the population in the Eden Healthcare District was 360,113. Based on the Association of Bay Area Governments' regional growth projections, the District's population is anticipated to reach 437,897 by 2035. The District's website states that in 2015, 500-700 residents were served by the district – or less than a fifth of one percent of the District's population. In May 2010, the District surveyed residents to learn public perceptions of EHD. They found that 55% of respondents had never heard of the District, and only 18% had a positive opinion of the organization. These figures suggest that the District's work has a minimal impact on the community it serves.

#### FISCAL IMPACT

The dissolution of Eden Healthcare District would have no direct fiscal impacts on the City. There may be some indirect fiscal impacts to the community if the Agency is dissolved and the assets are distributed to the benefit of the communities within the District's boundaries.

#### NEXT STEPS

Should the Council adopt this resolution, the City Manager will draft a letter of support for dissolution of the Eden Healthcare District to provide to the Local Agency Formation Commission along with a copy of the adopted Council resolution. The Mayor will also work with the City Manager and other partners in Alameda County to ensure that the any efforts towards dissolution occur in a fair and equitable manner to the benefit of the communities within the EHD boundaries. If Council does not adopt this resolution, staff will take no further action.

Prepared by:            Laurel James, Management Analyst

Approved by:



---

Kelly McAdoo, City Manager



HAYWARD CITY COUNCIL

RESOLUTION NO. 16-

Introduced by Council Member \_\_\_\_\_

RESOLUTION IN SUPPORT OF EFFORTS TO DISSOLVE EDEN HEALTHCARE  
DISTRICT

WHEREAS, the Eden Healthcare District, formerly known as the Eden Township Healthcare District, was formed in 1948 for the purpose of building and operating a hospital to serve the residents of the City of Hayward, the City of San Leandro, and the communities of San Lorenzo, Ashland, Cherryland, Fairview, and Castro Valley; and,

WHEREAS, the District no longer owns or operates a hospital or provides any direct healthcare services to the residents of its jurisdiction; and,

WHEREAS, the large majority of Eden Healthcare District's operating budget is allocated to real estate, administration, legal, and consulting fees; and,

WHEREAS, the impact of the District's activities on the health of its residents are minimal, if they exist at all; and,

WHEREAS, the City Council urges LAFCo to carry out any and all proceedings that would be necessary to dissolve Eden Health District; and,

WHEREAS, the City of Hayward and its City Council is committed to its ongoing partnership with the City of San Leandro and its City Council to achieve the above-outlined goals; and,

WHEREAS, the City Council supports efforts to ensure that the Cities of San Leandro and Hayward are provided with representation on any committees or boards charged with the distribution of any financial proceeds or assets that could be derived from dissolution of the District after payment of outstanding debts, and that such proceeds would benefit both San Leandro Hospital and Saint Rose Hospital, both of which are located within the geographic boundaries of Eden Health District.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby supports the dissolution of the Eden Healthcare District.

BE IT FURTHER RESOLVED, that the Hayward City Council authorizes the Mayor, the City Manager, and the City's legislative advocates to work with the City's partners at the City of San Leandro, throughout Alameda County and at the State level to pursue all

legislative, administrative, or procedural avenues that may be necessary to achieve the goals outlined above.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2016

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