



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: July 30, 2019

Subject: HEARING TO CONSIDER ADOPTION OF NEW AND ADJUSTED ENVIRONMENTAL HEALTH FEES

RECOMMENDATION(S):

1. RECEIVE report from Environmental Health staff regarding proposed new fees and adjustments to current fees to fund Environmental Health programs.
2. OPEN a public hearing on proposed Resolution No. 2019/521, which would establish new fees and adjust existing fees that fund the Environmental Health Division of the Contra Costa County Health Services Department; RECEIVE and CONSIDER all oral and written testimony; and CLOSE the hearing.
3. FIND that the proposed fee adjustments are exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15273 of Title 14 of the California Code of Regulations.
4. ADOPT Resolution No. 2019/521, establishing a schedule of fees set forth in Attachment A to the resolution.
5. DIRECT the Conservation and Development Director, or designee, to prepare and file a Notice of Exemption with the County Clerk.

☐ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **07/30/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor

Candace Andersen, District II
Supervisor

Diane Burgis, District III
Supervisor

Karen Mitchoff, District IV
Supervisor

Federal D. Glover, District V
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: July 30, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Jami Napier , Deputy

Contact:

cc:

RECOMMENDATION(S): (CONT'D)

6. DIRECT the Health Services Director to arrange for payment of a \$25 fee to the Department of Conservation and Development to process the Notice of Exemption and a \$50 fee to the County Clerk to file the Notice of Exemption.

FISCAL IMPACT:

Approval of Resolution No. 2019/521 is projected to increase Environmental Health fee revenues by approximately \$1.3 million.

BACKGROUND:

The Contra Costa Environmental Health Division of the Health Services Department exists to protect and promote public health through programs for safe food, safe water for drinking and recreation, the sanitary management of wastes, and development of land in a manner protective of the environment. Legal authority for environmental health programs is obtained from the California Health and Safety Code, Government Code, Public Resources Code, Water Code, California Code of Regulations Titles 15, 17, 22, and 24, local ordinances and regulations and the California Constitution.

The Environmental Health Division is almost wholly funded with fee revenue. Division staff has conducted a review of multiple years of time accounting data to develop fees for 2019 that are aligned with the inspection activity and risk function by type of business. All field staff account for their time spent on facility inspections by using commercial software developed for the Environmental Health programs. By utilizing the updated time and risk factors by business type, staff determined that certain fees warrant an increase while other fees can remain unchanged.

Additional revenue is needed to pay for increases in staff wages since the last major adjustment in 2014, and the anticipated retention of additional staff. Increases are proposed to some of the existing fees, including fees that apply to food facilities, plan reviews, medical waste permits, body art facilities and practitioners, sewage collection and disposal systems and transport, wells and borings, and some solid waste activities. Due to increased efficiencies no changes are needed to some of the fees. New fees are proposed to fund new programs, including the Safe Drug Disposal and Commercial Cannabis programs, and some of the existing programs.

The new and adjusted fees are set forth in the fee schedule and attached hereto as Attachment A. Additionally, the report that explains the basis for fee adjustments and calculations is attached, as well, as two accompanying exhibits (A and B).

These new and adjusted fees are exempt from the CEQA pursuant to Section 15273 of Title 14 of the California Code of Regulations in that the proposed fees are for the purpose of meeting operating expenses and for purchasing materials and equipment to provide the identified services.

CONSEQUENCE OF NEGATIVE ACTION:

If Resolution No. 2019/521 is not adopted, current fees will remain in place. Revenue from the current fees together with other revenues may not be sufficient to pay the anticipated costs of the Environmental Health Division in Fiscal Year 2019-2020.

CLERK'S ADDENDUM

Received report from Environmental Health staff regarding proposed new fees and adjustments to current fees to fund Environmental Health programs. Opened a public hearing on proposed Resolution No. 2019/521, which would establish new fees and adjust existing fees that fund the Environmental Health Division of the Contra Costa County Health Services Department; received and considered all oral and written testimony; and CLOSE the hearing. Found that the proposed fee adjustments are exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15273 of Title 14 of the California Code of Regulations. Adopted Resolution No. 2019/521, establishing a schedule of fees set forth in Attachment A to the resolution. Directed the Conservation and Development Director, or designee, to prepare and file a Notice of Exemption with the County Clerk. Directed the Health Services Director to arrange for payment of a \$25 fee to the Department of Conservation and Development to process the Notice of Exemption and a \$50 fee to the County Clerk to file the Notice of Exemption.

ATTACHMENTS

Resolution 2019/521

Attachment A to Resolution 2019/521: Environmental Health Fee Schedule eff 8.1.19

Fee Report

Exhibit A and B to Fee Report: Projected Expenses and Revenue and Hourly Rate Calculation