



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Health System



Date:	March 28, 2012
Board Meeting Date:	April 24, 2012
Special Notice / Hearing:	None
Vote Required:	Majority

To: Honorable Board of Supervisors

From: Jean S. Fraser, Chief, Health System
Dean D. Peterson, P.E., REHS, Director, Environmental Health

Subject: New and Revised Environmental Health Program Fees: Amendment to sections of the San Mateo County Ordinance Code

RECOMMENDATION:

Introduce an Ordinance repealing and replacing three sections of Title 5, Sections 5.64.060 and 5.64.070 in Chapter 5.64, and Section 5.120.040 in Chapter 5.120 of the San Mateo County Ordinance Code, which establishes Environmental Health program fees.

BACKGROUND:

Section 101325 of the California Health and Safety Code permits recovery of costs incurred in enforcing county ordinances and state laws. Environmental Health (EH) fees are established by ordinance of the Board of Supervisors and are effective for cities and unincorporated areas of the County.

EH provides regulatory oversight to protect the public health and the environment. EH relies on revenue from permits, fees for service, and grants to offset program costs. In 2007, your Board approved a four-year fee package. On July 13, 2010, your Board adopted an Ordinance adding new fees for Body Art program, heat exchange wells and above ground storage tanks.

DISCUSSION:

EH is currently conducting a comprehensive reevaluation of all program fees. The first priority focused on underfunded programs and services within programs that have sufficient data to support new or revised fees. EH uses a comprehensive database to track staff time, prepare billing, track inspections and violations, and maintain information on our regulated businesses. Information from this data is the basis for establishing hourly rates and fees.

Three fees, Los Trancos Septic System Destruction, Stores Radioactive Materials, and Risk Management and Prevention Plan (RMPP) Review and First Annual Inspection, are proposed for elimination as they are obsolete. Four new California Accidental Release Prevention (Cal ARP) Program fees are proposed to replace the RMPP Review and First Annual Inspection fee. The proposed new fees are based on a business's level of risk and staff's time reviewing the plan.

A proposed new annual food permit fee will streamline the process for vendors to participate in multiple temporary events.

Revised fees for small quantity producers of photographic waste and two hazardous waste generator categories are decreased to align the fee with the services provided.

New and revised fees for solid waste processes, Hotel/Motels with limited food service, Body Art temporary events and Land Use services are proposed to fully reimburse EH for the service provided. These fees are proposed based on historical data showing the actual time staff spent providing these services.

We also propose clarifying language to ensure organizations that operate exclusively for a charitable purpose are eligible to be exempt from fees.

EH staff has notified the Pacific Industrial and Business Association and the California Lodging Industry Association regarding these proposed fee additions/revisions. All public notification requirements have been met.

The Ordinance has been reviewed and approved by County Counsel.

The proposed fee amendment contributes to the Shared Vision 2025 outcome of an Environmentally Conscious Community by securing funding to cover the cost of program delivery and by assuring that those who use Environmental Health services pay the cost of providing those services. It is anticipated that 94% of permitted facilities will receive an annual inspection in FY 2012-13. These annual inspections help prevent and control illness related to the transmission of infection or contamination in food and water, and help prevent disease transmission and injury.

PERFORMANCE MEASURE(S):

Measure	FY 2010-11 Actual	FY 2011-12 Projected
Percentage of permitted facilities receiving an annual inspection	94%	94%

The proposed fee Ordinance takes effect thirty (30) days after adoption and the new fees are effective July 1, 2012. The revenue associated with the proposed fees will be included in EH FY 2012-13 Recommended Budget. There is no Net County Cost.

FISCAL IMPACT:

The proposed fee Ordinance takes effect thirty (30) days after adoption and the new

fees are effective July 1, 2012. The proposed fee amendment is expected to achieve a 100% expense recovery for the specified services. The revenue associated with the proposed fees will be included in EH FY 2012-13 Recommended Budget. Most of the proposed new fees are one-time in nature therefore the net increase in fees is estimated at \$20,000. There is no Net County Cost.