



Agenda Date: 12/11/2007
Agenda Placement: 9A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Steven Lederer - Director
Environmental Management
REPORT BY: Steven Lederer, DIRECTOR OF ENVIRONMENTAL MGT , 253-4471
SUBJECT: Adoption of a Resolution Establishing and Increasing Fees re: Underground Storage Tanks and the Animal Shelter

RECOMMENDATION

PUBLIC HEARING

Director of Environmental Management requests adoption of a resolution establishing and increasing fees for services relating to underground storage tanks and the Animal Shelter.

ENVIRONMENTAL DETERMINATION: The proposed action is exempt from the California Environmental Quality Act pursuant to Title 14, California Code of Regulations, section 15273(a)(1) (Rates, Tolls, Fares, and Charges).

EXECUTIVE SUMMARY

The proposed resolution establishes and increases fees for services provided by the Department of Environmental Management and the Animal Shelter related to underground storage tanks and Animal Shelter adoption veterinary fees.

Procedural Requirements

1. Chairman shall announce the agenda item.
2. Declare the Public Hearing open.
3. Staff to report on the item.
4. Public Comment.
5. Questions by Board.
6. Declare the Public Hearing closed.
7. Invite a motion.
8. Second the motion.
9. Board discussion and debate.
10. Take the Vote.
11. Announce the result.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Underground Storage Tanks: Inspection fees for removal/abandonment of a UST are billed on hourly basis. Currently fees for 2 hours of time are collected, and additional fees are collected when the 2 hours of time is exceeded. Past practice has shown that 3 hours is the minimum and typical time required to conduct these inspections. This ordinance collects the minimum 3 hour fee initially, thus saving the administrative costs of a second billing. Since permittees are billed based on actual hours spent, this change does not have any impact on the permittee or on department revenue, but does simplify the billing process.
	Animal Shelter: This fee change is to match the increased fees charged to the County by Napa Humane for various services provided by them.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	These fees accurately reflect the County's cost of doing business.
Is the general fund affected?	No
Future fiscal impact:	None.
Consequences if not approved:	Underground Storage Tanks: The County will continue an administratively inefficient billing practice.
	Animal Shelter: The General Fund would subsidize the increased fees charged by Napa Humane.
Additional Information:	

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BACKGROUND AND DISCUSSION

Staff recommends adoption of the proposed resolution establishing:

- 1) A minimum inspection fee of three hours (instead of the current two hours) for inspection services related to the abandonment or removal of underground storage tanks. The three hour estimate is more reflective of the typical and minimum time required to conduct these inspections based on several years of past experience. This change eliminates the need for subsequent billings on most projects. The final total amount paid by the applicant is based on the actual time expended to complete each project.
- 2) Updating those fees charged by the Animal Shelter to persons adopting animals for those pass through

services provided by Napa Humane (formerly known as the Napa Humane Society) as part of the adoption process. For the first time in several years Napa Humane recently raised their fees. The services Napa Humane provides, such as spaying and neutering, can not be obtained at better rates anywhere else. The County makes no money on these fees, they are simply charged to the customer and the money is passed on to Napa Humane. Typical total fees are approximately \$25,000.00 per year.

The fees proposed in the resolution reflect our actual costs of conducting business. The resolution is before the Board today for adoption.

SUPPORTING DOCUMENTS

A . Fee Resolution

CEO Recommendation: Approve

Reviewed By: Helene Franchi