

NPDES/Grease Producing Facility Inspection Fee Cost Analysis  
Inspection Fee

Attachment 3

Service	Count	Annual Inspections	Business Inspection Fee					NPDES Construction Inspection Administration Fee	NPDES Construction Re- inspection Administration Fee
			Restaurants/Grease Producing Facilities (FOG)	Commercial/ Industrial NPDES	Restaurants/Grease Producing Facilities (FOG) & NPDES Inspection	FOG and/or Commerical/In dustrial NPDES Re-inspection Fee			
NPDES Construction Inspection Admin Expense								\$ 68.98	\$ 4.09
NPDES-Commercial/Industrial Inspection	920	368		\$ 80.78	\$ 80.78				
FOG Inspections	285	285	\$ 37.23		\$ 37.23				
Re-inspection Fee						\$ 33.43			
Finance Admin/Environmental Admin Fee			\$ 26.52	\$ 26.52	\$ 26.52	\$ 13.59	\$ 26.52	\$ 13.59	
			\$ 63.75	\$ 107.30	\$ 144.53	\$ 47.02	\$ 95.50	\$ 17.68	

NPDES/Grease Producing Facility Inspection Fee Cost Analysis  
City Hall Staffing Cost

Attachment 3

<b>FEE NAME</b>	NPDES/FOG City Hall Renewal Cost				
<b>DATE LAST REVIEWED</b>	New				
FEE JUSTIFICATION				Inspection	Re-inspection
TASK	TITLE OF STAFF	DURATION OF HOUR	COST PER HOUR	COST	COST
Business Type Assignment	Customer Service Spec I/II	0.05	\$ 40.00	\$ 2.00	
Renewal Review	Customer Service Spec I/II	0.13	\$ 40.00	\$ 5.20	
Data Entry - Notes on Acct / Phone Calls	Customer Service Spec I/II	0.16	\$ 40.00	\$ 6.40	\$ 6.40
Payment Processing - Apply payments to correct funds and create balance due if necessary, reconciliations	Customer Service Spec I/II	0.12	\$ 40.00	\$ 4.80	\$ 4.80
			SUBTOTAL	\$ 18.40	\$ 11.20
Software Maintenance				\$ 3.00	
Software Set-up(Set-up Cost/Q of Businesses)				\$ 2.73	
Paper, Toner, Overhead (10% of subtotal)				\$ 1.84	\$ 1.84
Postage - 1 per renewal				\$ 0.55	\$ 0.55
			<b>TOTAL</b>	<b>\$ 26.52</b>	<b>\$ 13.59</b>

101-1160-40691-00000

## Attachment 3

\* NPDES Inspections are required twice every five year cycle. Because of this these fees are reduced to an annual average fee.

\* NPDES Inspections are required twice every five year cycle. Because of this these fees are reduced to an annual average fee.

NPDES/Grease Producing Facility Inspection Fee Cost Analysis  
WRD Construction Inspection Cost

Attachment 3

<b>FEE NAME</b>	NPDES WRD Construction Inspection Costs				
<b>DATE LAST REVIEWED</b>	New				
<b>PROPOSED AMOUNT</b>					
FEE JUSTIFICATION				COST	
TASK	TITLE OF STAFF	DURATION OF HOUR	COST PER HOUR	First Inspection	Reinspections
Inspection	Consultant	TBD	\$ 80.00		
Annual NPDES Reporting (8 hrs/Q inspections)	Env. Program Supervisor	0.0217	\$ 69.18	\$ 1.50	
Data Entry - Notes on Acct / Phone Calls/Billings	Program Assistant	0.0944	\$ 37.92	\$ 3.58	\$ 3.58
Subtotal				\$ 5.08	\$ 3.58
Software Maintenance				\$ 3.00	
Paper, Toner, Overhead (10% of subtotal)				\$ 0.51	\$ 0.51
NPDES Permit (Permit cost/Q of Businesses Lic. & Iconstruction Inspections)				\$ 60.39	
			<b>TOTAL</b>	<b>\$ 68.98</b>	<b>\$ 4.09</b>

NPDES/Grease Producing Facility Inspection Fee Cost Analysis  
City Hall Initial Set Up

Attachment 3

FOG - NPDES Renewal Form and Business Type Set Up				
TASK	STAFF TITLE	EST TIME ALLOCATED	COST PER HOUR	TOTAL
Renewal Form and Business Type Set Up	Revenue Operations Supervisor	12	\$62.00	\$744.00
Transferring all indetified businesses to New Business Type	Customer Service Specialist I/II	30	\$40.00	\$ 1,200.00
Confirm accounts are calculating and identified	Revenue Operations Supervisor	6	\$62.00	\$372.00
Run sample renewals for each quarter to confirm correct	Customer Service Specialist I/II	5	\$40.00	\$200.00
Transfer to 101-1160-40691-00000			<b>Total</b>	<b>\$2,516.00</b>

NPDES/Grease Producing Facility Inspection Fee Cost Analysis  
WRD Invoice Processing Data

Attachment 3

INVOICING - NPDES INSPECTIONS (Industrial/ Commercial)			NPDES	FOG
			368	285
<b>Admin</b>				
Printing, scanning, filing and saving doc	per inspection	Min	3.50	3.50
Responding to emails	Month	Min	2.00	2.00
Monthly update on BL - Open Close (total effort 1 Hr)	Month	Min	0.16	
			5.66	
<b>Env. Program Supervisor</b>				
Annual Report (Total effort 6 Hrs)	Yearly	Min	1.02	2.38