



# North of River Sanitary District No. 1

## Sewer Permit Fee Study

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60308364

February 2014

### North of River Sanitary District No. 1

LaRue Griffin, General Manager

A handwritten signature in black ink, appearing to read "LRG", with a long horizontal flourish extending to the right.

**AECOM**

J. T. Gardiner, PE, Project Manager



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# **SECTION I**

## **Purpose of Sewer Permit Fee Study**

The purpose of this study is to set the District's sewer permit fee in order to cover the District's costs for providing this service to property owners. The sewer permit fee is to cover the costs to physically inspect and accept connections to the District's collection system and update the District's records. The work involved in the inspection process includes:

- Travel from the District Office to the jobsite and back to the office;
- Inspection of connection;
- Administration and Record Keeping.

Currently, the District charges a sewer permit fee of \$25.00 per permit with unlimited inspections. The District has found that this fee structure is inadequate to cover its costs for this service. It is understood the District desires to adjust the sewer permit fee in a way that will be equitable to both the District and property owners.

## **SECTION II**

### **Costs to the District**

Based on the District's experience in performing permit inspections and current development within the District's service area, the following assumptions and conditions were considered in developing the sewer permit fee.

The fee is to include the cost of travel for a round trip from the District's office to the location of the inspection. Current development within the District is occurring in the area of northwest Bakersfield. Considering the location of current development and construction within the District, an average distance of 11 miles was selected. This is roughly the distance from the District's office to the intersection of Kratzmeyer Road and Santa Fe Way. Thus, the round trip for a single inspection is 22 miles. For reference, a map showing the District's boundaries and locations of the office and the intersection of Kratzmeyer Road and Santa Fe Way is shown in Figure 1.

In discussions with District staff, roughly three out of four inspection trips from the office are for a single property. Additionally, about one out of ten properties will require a second trip for re-inspection.

To determine the labor costs to the District for inspection, a base hourly rate of \$28.00 was used to represent an average wage of staff that could be assigned to perform the inspection. The District's fully burdened labor cost including taxes and benefits is approximately 1.5 times the wage or \$42.00 per hour. For a single inspection, it was estimated that the time required to drive the 22 miles is approximately 35 to 40 minutes and the time for inspection is 5 to 15 minutes, totaling approximately one hour. Factors for multiple inspections (1/0.75) and re-inspection (1/0.9) were applied to the labor cost.

To determine the administration costs to the District for an inspection, a base hourly rate of \$25.00 was used to represent an average wage of staff that could be assigned to perform the record keeping and administration work. The District's fully burdened labor cost including taxes and benefits is approximately 1.5 times the wage or \$37.50 per hour. For a single inspection, it was estimated that the time required for paper work, data entry and other record keeping is about a half hour total with no additional work required for multiple inspections or re-inspection.

The cost for the use of a District vehicle to make the inspection is based on the current Federal Mileage Rate of \$0.565. The factors for multiple inspections (1/0.75) and re-inspection (1/0.9) were applied to the mileage costs reflecting the additional travel that District staff would be required to make on any given call out.

## **SECTION III**

### **Recommended Sewer Permit Fee**

Table 1 summarizes the calculation of the proposed Sewer Permit Fee. Based on the calculation, we recommend the District adopt a minimum Sewer Permit Fee of \$100.00. The fee includes up to two inspections per site/property. Any properties that require more than two inspections should be charged a second Sewer Permit Fee. We further recommend the District consider an annual review of the Sewer Permit Fee and make adjustments to the nearest dollar for increases in labor and mileage costs.

TABLE 1  
North of River Sanitary District No. 1

Sewer Permit Fee Calculation

11/27/2013

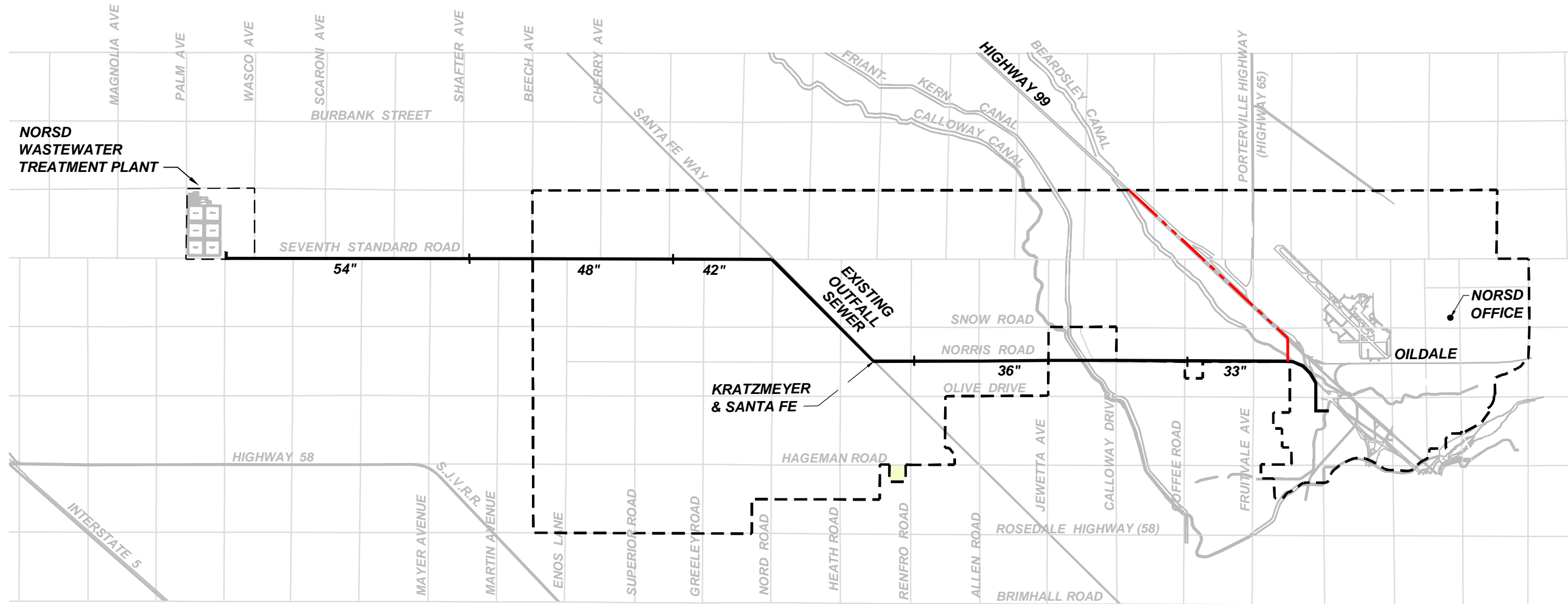
Assumptions:

1. The fee is to cover the District's costs to inspect new connections, etc
2. The assumed average distance from the office to the location of new development across the District is 11 miles (roughly from office to intersection of Kratzmeyer Rd and Santa Fe Way)
3. District staff estimates 75% of all inspection work is for a single site/property
4. Reinspection of a site/property is required for 10% of all permits
5. Vehicle Costs - Current Federal Mileage Rate \$0.565/mile

Costs	Base Hourly Rate (\$/hr)	Full Burden Factor	Effective Rate (\$/hr)	Hours per Inspection (incl travel)	No of Sites Inspected per Trip	Reinspection Req'd	Total Cost
Inspector (District Staff)	\$ 28.00	1.5	\$ 42.00	1	1.3333	1.11	\$ 62.22
Administration (District Staff)	\$ 25.00	1.5	\$ 37.50	0.5	1	1	\$ 18.75
	Rate (\$/mile)		Effective Rate (\$/mile)	Miles per Inspection			
District Vehicle	\$ 0.565	1.0	\$ 0.565	22	1.3333	1.11	\$ 18.41

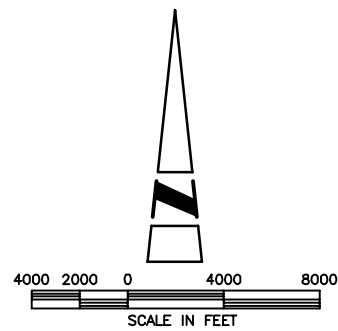
**Total Cost** **\$ 99.39**

DWS: S:\N01\60308364 - Standard Plans and Specs Update 2013\900 CAD - GS\03-SKETCHES\T&E STUDY AREA.dwg Layout Name: FIG 1 - Plotted by: Campbell, Vene Date: 11/27/2013 - 12:02 PM XREFS: IMAGES



**LEGEND**

- EXISTING OUTFALL SEWER**
- NORSD SPHERE OF INFLUENCE**
- CSA-71/OILDALE DIVISION LINE**



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**NORTH OF RIVER SANITARY DISTRICT NO. 1**  
**PERMIT INSPECTION FEE STUDY**

**STUDY AREA**

AECOM  
PROJECT NO.

60308364

FIGURE

**1**