



# County of San Diego

**HA DANG**  
AGRICULTURAL COMMISSIONER/  
SEALER OF WEIGHTS & MEASURES

DEPARTMENT OF AGRICULTURE, WEIGHTS AND MEASURES  
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**MĒGAN MOORE**  
ASST. AGRICULTURAL COMMISSIONER/  
SEALER OF WEIGHTS & MEASURES

March 21, 2023

## INVITATION - FEE PROPOSAL WORKSHOPS

The County of San Diego Department of Agriculture, Weights and Measures (AWM) is committed to providing important services that support public health and safety, resilient food supply, agricultural trade, consumer confidence, and a sustainable environment for the San Diego region.

We are cognizant of recent economic impacts on regulated business, and as we continue to support your business continuity and the regional economic recovery, we need the resources to provide quality services to you and the other members of the regulated industry. AWM is also sensitive of customers stated preference for annual fee updates to allow businesses to plan for fee adjustments.

This Fee Proposal also demonstrates our commitment to the Board of Supervisors (Board) that cost recovery is a regular part of business by ensuring compliance with Board Policy B-29 - *Fees, Grants, Revenue Contracts - Department Responsibility for Cost Recovery*. This Policy directs departments to recover the cost of services from individuals or entities that receive and benefit from the services provided; any exception requires the Board's approval. This Fee Proposal aligns the needed resources with quality service level and represents cost recovery as a regular part of AWM's fiscal management.

You are invited to attend one of the workshops below so we may provide you additional information and answer your questions for this proposal. The workshops' content provided will be the same and two different dates listed below are to accommodate your schedule.

When:	Tuesday, April 4, 2023
Time:	<b>4 PM – 5 PM</b>
Meeting Location:	<b>151 Carmel Street, San Marcos CA 92078</b>
Website:	<a href="https://www.sandiegocounty.gov/awm/">https://www.sandiegocounty.gov/awm/</a>
RSVP:	(858) 614-7786 or <a href="mailto:sdcawm@sdcounty.ca.gov">sdcawm@sdcounty.ca.gov</a>
When:	Thursday, April 6, 2023
Time:	<b>4PM – 5 PM</b>
Meeting Link:	<a href="https://us06web.zoom.us/j/81100666459?pwd=bHhWbWlqeXpkYTdxWXA1WHo4dHBOQT09">https://us06web.zoom.us/j/81100666459?pwd=bHhWbWlqeXpkYTdxWXA1WHo4dHBOQT09</a>
Website:	<a href="https://www.sandiegocounty.gov/awm/">https://www.sandiegocounty.gov/awm/</a>
RSVP:	(858) 614-7786 or <a href="mailto:sdcawm@sdcounty.ca.gov">sdcawm@sdcounty.ca.gov</a>

The link to virtual workshop will be available at AWM's website, <https://www.sandiegocounty.gov/awm/>, where you will be able to access the meeting on the specified date and time.

The last cost recovery proposal was approved by the Board on April 27, 2022 for the current Fiscal Year (FY) 2022-23. The fees proposed for FY 2023-24 will be necessary to address cost increases based on retirement costs and negotiated labor agreements.

AWM has worked to contain costs where possible through business process improvements to enhance efficiency, leverage technology to streamline operations, improve customer service, and increase compliance. Some of the cost containment measures include leveraging technology by utilizing mobile field inspection applications. AWM also contained costs by continuing to find methods to streamline operational processes by consolidating field inspections and developing additional compliance resources that allow for better industry engagement. In addition, we also apply County and State funding to further mitigate the increases.

Based on this year's cost review, AWM is proposing adjustments to 20 fees for Export Certification, Direct Marketing, Industrial Hemp Cultivation, Hazardous Material Inventory, and Verification of Agriculture, and Apiary Certification and delete the Apiary Registration fee. There are 12 fees unchanged. The fee adjustment among these ag programs is, on average, \$8 or 5.7%.

We will present the following fee adjustments for the programs below to the Board on May 3 and May 24, 2023 for approval to be effective July 1, 2023. The fee adjustments are as follows:

<b>Pest Exclusion – Export Certification</b>	<b>Current Fee</b>	<b>New Fee</b>	<b>Change</b>
International Plant Shipment Certificate	\$103	\$107	\$4
International Counter Service Certificate	\$80	\$84	\$4
Domestic Plant Shipment Certificate	\$44	\$47	\$3
Domestic Counter Service Certificate	\$36	\$39	\$3
Missed Appointment Fee	\$72	\$78	\$6
Hourly Rate	\$143	\$156	\$13
After Hours Inspection Hourly Rate	\$214	\$234	\$20
<b>Direct Marketing</b>			
Certified Farmers Market Certificate	\$194	\$202	\$8
Certified Producer's (CP) Certificate	\$57	\$60	\$3
Additional County Listing on CP	\$12	\$13	\$1
CP's Certificate Change or Addition	\$12	\$13	\$1
Hourly Rate	\$169	\$182	\$13
<b>Industrial Hemp Cultivation</b>			
Annual License Fee	\$206	\$214	\$8
Hourly Rate	\$140	\$146	\$6
<b>Hazardous Materials Inventory</b>			
Base Fee	\$498	\$533	\$35
Inventory Item Fee	\$106	\$96	\$-10
<b>Verification of Agriculture</b>			
Application Processing	\$155	\$159	\$4
Hourly Rate	\$105	\$112	\$7
<b>Apiary Registration*</b>			
State Fee	\$10	Up to \$250	\$240

*\*The Apiary Registration fee is included for informational purposes only. This is a fee set by State law that will tentatively be collected by the California Department of Food and Agriculture beginning in 2024. It only applies to apiaries with 10 or more colonies.*

If you need this notice translated, please email [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov) to request a copy of this notice in your preferred language. Translation will be available at the public meeting if requested 72 hours prior to the meeting. Please send translation requests and any questions to [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov).

لطلب نسخة من هذا الإشعار بلغتك المفضلة. ستكون [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov) الإشعار ، فيرجى إرسال بريد إلكتروني إلى الترجمة متاحة في الاجتماع العام إذا طلبت قبل 72 ساعة من الاجتماع. يرجى إرسال طلبات الترجمة وأي أسئلة إلى [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov).

如果您需要翻译本通知，请发送电子邮件至 [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov) 索取本通知的您首选语言的副本。如果在会议前 72 小时要求，将在公开会议上提供翻译。请将翻译请求和任何问题发送至 [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov)

Kung kailangan mong isalin ang notice na ito, mangyaring mag-email sa [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov) upang humiling ng kopya ng notice na ito sa iyong gustong wika. Magiging available ang pagsasalin sa pampublikong pulong kung hihilingin 72 oras bago ang pulong. Mangyaring magpadala ng mga kahilingan sa pagsasalin at anumang mga katanungan sa [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov).

이 통지서를 번역해야 하는 경우 [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov)로 이메일을 보내 원하는 언어로 된 이 통지서 사본을 요청하십시오. 회의 72시간 전에 요청하면 공개 회의에서 번역이 제공됩니다. 번역 요청 및 질문은 [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov)로 보내주십시오.

ایمیل بزنید تا یک نسخه از این اعلامیه را به زبان [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov) اگر به ترجمه این اعلامیه نیاز دارید، لطفاً به دلخواه خود درخواست کنید. در صورت درخواست 72 ساعت قبل از جلسه، ترجمه در جلسه عمومی در دسترس خواهد بود. لطفاً ارسال کنید [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov) درخواست‌های ترجمه و هرگونه سؤال را به

Haddii aad u baahan tahay in ogaysiiskan la tarjumo, fadlan iimayl u dir [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov)si aad u codsato koobiga ogeysiiskan oo ku qoran luqadda aad doorbidayso. Turjumaada waxaa laga heli karaa kulanka dadweynaha haddii la codsado 72 saacadood ka hor kulanka. Fadlan u soo dir codsiyada tarjumaada iyo wixii su'aalo ah [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov).

Si necesita traducir este aviso, envíe un correo electrónico a [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov) para solicitar una copia de este aviso en su idioma preferido. La traducción estará disponible en la reunión pública si se solicita 72 horas antes de la reunión. Envíe las solicitudes de traducción y cualquier pregunta a [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov).

Nếu bạn cần dịch thông báo này, vui lòng gửi email tới [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov) để yêu cầu một bản sao của thông báo này bằng ngôn ngữ ưa thích của bạn. Bản dịch sẽ có sẵn tại cuộc họp công cộng nếu được yêu cầu 72 giờ trước cuộc họp. Vui lòng gửi yêu cầu dịch thuật và bất kỳ câu hỏi nào tới [sdcawm@sdcountry.ca.gov](mailto:sdcawm@sdcountry.ca.gov)

If you have questions regarding the fees, please contact the following AWM staff members:

- Pest Exclusion Export Certification, : Deputy Agricultural Commissioner Travis Elder by phone at (760) 752-4700 or by email at [Travis.Elder@sdcountry.ca.gov](mailto:Travis.Elder@sdcountry.ca.gov).
- Direct Marketing or Industrial Hemp Cultivation: Deputy Agricultural Commissioner Jordan Key by phone at (858) 614-7784 or by email at [Jordan.Key@sdcountry.ca.gov](mailto:Jordan.Key@sdcountry.ca.gov).
- Apiary Certification: Deputy Agricultural Commissioner Jason Schwartz by phone at 858-614-7795 or email at [Jason.Schwartz@sdcountry.ca.gov](mailto:Jason.Schwartz@sdcountry.ca.gov).

## **Frequently Asked Questions**

### **1. Why is AWM proposing fee adjustments when agricultural businesses are impacted by COVID?**

We are cognizant of the recent economic impacts on regulated businesses, and as we continue to support your business continuity and the regional economic recovery, we need the resources to provide quality services to you and the other members of the regulated industry. In addition, our customers had stated their preference for annual fee updates to allow them to plan for fee adjustments. This Fee Proposal also demonstrates AWM's commitment to the Board that cost recovery is a regular part of business to ensure compliance with Board Policy B-29 *Fees, Grants, Revenue Contracts - Department Responsibility for Cost Recovery*. This Policy directs departments to recover the cost of services from individuals or entities that receive and benefit from the services provided; any exception requires the Board's approval. This Fee Proposal aligns the needed resources with quality service level and represents cost recovery as a regular part of AWM's fiscal management.

The last Fee Proposal approved by the Board was on April 27, 2022 for Fiscal Year 2022-23. The fees proposed for FY 2023-24 will be necessary to address cost increases based on retirement costs, negotiated labor agreements, and to ensure compliance with Board Policy B-29. The fees proposed listed on page 2 are for Fiscal Year 2022-23 and address cost increases based on negotiated labor agreements, and the County's standard assumptions.

### **2. What has AWM done to contain costs?**

The practice of focusing on continuous improvement, implementing operational efficiencies, and prioritizing resources in key areas has positioned AWM to respond to customer needs and regulatory changes. AWM is committed to continuous improvement and partners with stakeholder to identify opportunities and areas for improvement. AWM strives to enhance program effectiveness and efficiency to achieve positive outcomes and a collective impact. Since the last fee proposal, AWM has improved operational efficiency by leveraging technology, streamlining processes, and aligning staff classification with program activities. AWM has worked to contain costs where possible through business process improvements to enhance efficiency and leveraging technology to streamline operations, improve customer service, and increase compliance. Some of the cost containment measures include virtual video inspections and a mobile field inspection app. AWM also streamlined operational processes through consolidated field inspections and developed additional compliance resources for better industry engagement. This resulted in an annual savings of \$38,831, without which fees would increase on average an additional 3.9%.

### **3. How was the fee proposal developed?**

AWM conducts annual analysis of its programs including a review of State mandates, program operations, inspection frequencies, service levels, and benchmarking to obtain a comprehensive understanding of how our fees compare to similar counties. We considered the projected program costs for Fiscal Year 2023-24, cost savings due to operational efficiencies, and available County and State funding sources to mitigate the cost increase where applicable to determine the proposed fee adjustments. This Fee Proposal addresses cost increases based on negotiated labor agreements. The County Auditor and Controller reviewed the supporting documentation and the methodology in this proposal to ensure compliance with County policies.