



# County of San Diego

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

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

March 23, 2018

TO: Our Valued Customer

FROM: Ha Dang, Agricultural Commissioner

**SUBJECT: FEE PROPOSAL FOR FISCAL YEAR 18-19 - PENDING BOARD OF SUPERVISORS' APPROVAL**

The County of San Diego's Department of Agriculture, Weights and Measures (AWM) is committed to supporting a diverse agricultural community, a fair marketplace, and a sustainable environment while providing quality service in a cost-effective manner.

The Fee Proposal for Fiscal Year 18-19 represents the department's commitment to the County Board of Supervisors by adhering to the County's cost recovery policy as regular part of doing business, all while providing affected stakeholders an opportunity to plan for fee increases.

This proposal allows AWM to continue its quality services and leverage operational efficiencies. After completing an annual cost review, AWM is proposing increases to 10 fees, the deletion of 3 fees, while leaving 21 fees unchanged. Changes in fees range from an increase of \$1 to \$7 for an overall adjustment of approximately 3%.

In March 2018, AWM met with the San Diego County Farm Bureau and Flower and Plant Association's representatives and conducted two workshops to provide information about this proposal to affected agricultural stakeholders. We presented the following proposed fee adjustments that are *pending Board of Supervisors' approval* to be effective July 1, 2018 for Fiscal Year 18/19.

<b>Pest Exclusion – Export Certification</b>	<b>Current</b>	<b>Proposed</b>	<b>\$ Change</b>
International Plant Shipment Certificate	\$94	\$95	\$1
Domestic Counter Service Certificate	\$32	\$33	\$1
Missed Appointment Fee	\$65	\$66	\$1
<b>Direct Marketing Program</b>			
Certified Farmers' Market Certificate	\$175	\$182	\$7
Certified Producer's (CP) Certificate	\$50	\$52	\$2
Additional County Listing on CP	\$9	\$10	\$1
CP's Certificate Change or Addition	\$9	\$10	\$1

<b>Agricultural Water Quality Program</b>		
Annual Stormwater Registration	\$100	To be removed
Initial Inspection Hourly Rate	\$72	To be removed
Re-inspection Hourly Rate	\$108	To be removed

If you have questions or would like additional clarification regarding the fees, please contact the following AWM staff members:

- Pest Exclusion: Deputy Agricultural Commissioner Travis Elder by phone at (760) 752-4787 or by email at [Travis.Elder@sdcounty.ca.gov](mailto:Travis.Elder@sdcounty.ca.gov).
- Direct Marketing and Agricultural Water Quality: Deputy Agricultural Commissioner Dinna Morris by phone at (858) 614-7784 or by email at [Dinna.Morris2@sdcounty.ca.gov](mailto:Dinna.Morris2@sdcounty.ca.gov).

### **1. Why AWM is requesting the fee adjustments?**

Based on the Board of Supervisors and affected stakeholders' feedback from last year's fee adjustment proposal, AWM implemented an annual cost review process to show the department's commitment to the Board in adhering to the County's cost recovery policy a regular part of business, while providing affected stakeholders an opportunity to plan for fee increases. The required cost recovery policy is applicable to services that are offered to specific individuals or entities who benefit from these services and are responsible for all the associated costs. This is to ensure those benefiting from the services pay for them, rather than the general public.

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

The practice of continuous improvement, implementing operational efficiencies and prioritizing available resources in key areas has better positioned AWM to respond to evolving program and regulatory changes while addressing industry's needs. As an example, the Export Certification Program's productivity improved due to more efficient routing and call assignments. The agricultural industry continues to save \$215,000 due to combined inspections of the annual nursery with a Brown Garden Snail certification. In addition the Direct Marketing Program increased the outreach efforts to enhance regulatory awareness and compliance. This resulted in 16% decrease in noncompliances and also reduced fine actions. AWM will continue to work to contain costs, looking for opportunities for improving operational efficiencies.

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

AWM conducted an 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 the department's fees compare to other similar counties. AWM considered the projected program costs for FY 2018-19, cost savings due to operational efficiencies, and available offset funding sources to determine the proposed fee adjustments. The County Auditor and Controller reviewed the supporting documentation and the methodology in this proposal to ensure compliance with County policies.

### **4. How were affected customers notified of the proposed changes prior to the Board of Supervisors' meetings in April 2018?**

Three outreach meetings were held in March 2018. Additional outreach was conducted via postal mail, email, and online posting.

Thank you