



Agenda Item: 10.A
Date of Meeting: December 8, 2025
Department: Public Works

STAFF REPORT

To: City Council
From: Nora Gamino
Subject: **Public Hearing and Adoption of a Resolution Establishing Fees and Charges for Industrial Wastewater Discharge Permits**
Prepared On: November 19, 2025
Attachments: Resolution - WDP Fees
NOTICE OF PUBLIC HEARING - WDP FEES AND CHARGES

Background/History:

On November 10, 2025, the City Council introduced an ordinance adding Chapter 13.14 – Industrial Waste Discharge Permit Program to the Bishop Municipal Code. This ordinance establishes the City's authority to regulate the discharge of temporary, non-domestic wastewater into the City's publicly owned treatment works (POTW). This action fills an existing regulatory gap for activities such as groundwater dewatering, site remediation, construction-related discharges, and any other temporary discharges that are not ordinary domestic wastewater flows.

Chapter 13.14 authorizes the City Council to adopt fees by resolution to ensure full cost recovery for the administrative, monitoring, and treatment activities necessary to protect the City's wastewater infrastructure and maintain compliance with state and federal requirements.

A separate fee resolution is required to establish the fees and charges to recover the cost of the permit program.

Analysis/Discussion:

The proposed fee schedule is based on reasonable estimates of staff time, laboratory testing costs, treatment costs, and administrative overhead required to administer Chapter 13.14. Fees are structured to ensure that the permit holder, not City ratepayers, bears the full costs of providing this special, optional service.

WDP-1 – Application / Permit Issuance Fee:

- \$500 per permit

WDP-2 – Refundable Deposit:

- \$2,000 minimum, or higher if estimated project costs require

- Ensures adequate funds are available for monitoring, lab work, and treatment

WDP-3 – Inspection & Monitoring Fee:

- \$150 per inspection + actual laboratory costs
- Deducted from the permittee's deposit and reconciled at closeout

WDP-4 – Treatment & Processing Fee:

- \$0.10 per gallon
- Covers the City's treatment, handling, and disposal costs

WDP-5 – Administrative Oversight / Compliance Fee:

- \$120 per hour
- Covers all staff time associated with administering Chapter 13.14, including application review, report review, monitoring coordination, enforcement follow-up, accidental discharge response, hearing/appeal processing, and all other administrative duties

At the close of the permitted activity:

- Actual costs are reconciled against the deposit.
- Any remaining balance is refunded to the permit holder within 30 days.
- If costs exceed the deposit, the remaining balance is invoiced and due within 30 days.
- Unpaid balances are enforceable under the City's new Chapter 13.14 as non-compliance costs.

This structure ensures cost recovery while protecting the City against unpaid fees.

Economic Impacts:

There are no significant economic impacts.

Budget Impacts:

There are no general fund impacts associated with this action. Implementation of the fee schedule for the permit program will be cost-neutral to the City, as all administrative and monitoring costs will be recovered through the adopted fees.

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Council consideration to:

1. Conduct a Public Hearing regarding the proposed fees and charges for Industrial Wastewater Discharge Permits.
2. Adopt the proposed resolution establishing fees and charges associated with administering the Industrial Waste Discharge Program pursuant to Bishop Municipal Code Chapter 13.14 by title only.

Approved By: Ethan Aukee 11/24/2025

Approved By: Robin Picken 11/24/2025

Approved By: Dean Pucci 12/3/2025

Approved By: Pam Foster 12/3/2025