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Pro-rated Fee Proposal

Board of Health

Presenters

Dr. Eyob Mazengia

Food & Facilities
Assistant Division Director

Doug Dyer

Food & Facilities
Technical Senior

Environmental Health, Public Health – Seattle & King County

Public Health
Seattle & King County





Introduction to Food & Facilities Program

Responsible for:

Retail food permitting and inspections
(incl. schools, mobile food units, stadiums, farmers market).



Monitoring fresh and marine beaches and responding to sewage overflows.

Water recreation facility permitting and inspections.



F&F



Investigation of food and water related illnesses.

Educational outreach with permitted facilities, the public, and public interest groups, and food donation organizations.

Number of permitted establishments

~12,500

•

~2000

•

~3000

•

~45

Retail food establishments

Water recreation facilities

Temporary event food permits

Farmers markets

65 staff members

Program is fully fee for service

Proposal to allow for quarterly pro-rated fee schedule for new applicants

Current

Bi-annual pro-rated fee schedule:

April 1 - September 30 (100%),
October 1 - March 31 (50%).



Proposed

Quarterly schedule:

April 1 - June 30 (100%),
July 1 - September 30 (75%),
October 1 - December 31 (50%),
January 1 - March 31 (25%).

Quarterly pro-rated fee model balances customer desire without negatively impacting administrative resources.

Benefits of quarterly pro-rated fees

- Retail food establishments including restaurants, grocery stores, deli's, coffee shops, caterers, and mobile food units.
 - New applicants applying in the second and fourth quarters benefit from an additional 25% savings.
 - This applies to first-time applicants (~450 new food businesses per year).
 - Proposed savings range from \$101 – \$310 per quarter (Q 2-4) per permit, based on risk/seating categories.
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COMPARISON FEE STRUCTURE

Example: Risk level 3 food establishment with seating at 50-150	CURRENTLY BI-ANNUAL	PROPOSED QUARTERLY
April 1 - June 30, 2023 (100%)	\$1,012	\$1,012
July 1 - September 30, 2023 (75%)	\$1,012	\$759
October 1 - December 31, 2023(50%)	\$506	\$506
Jan 1 - March 31, 2024 (25%)	\$506	\$253

A still life photograph of a table setting. The table is covered with a white tablecloth featuring a delicate floral pattern in shades of pink and brown. In the center, a clear glass plate holds several folded, fringed brown napkins. A small, dark, monogrammed tag with the letters 'ASM' is tucked among the napkins. To the right of the plate, a tall, clear glass filled with a yellow beverage stands on a matching glass base. In the background, another similar glass and a wooden spoon are visible, along with some greenery. The overall lighting is soft and warm, creating a cozy atmosphere.

Reasons to consider changing structure

Minimize financial burden for applicants

- Informal survey during quarterly stakeholder meetings.
- Surveys to garner opinions from stakeholders.

- Formal 3-question survey sent to retail food establishments (293 responded)
- Q 1. Support the pro-rated fee proposal? (yes, 86%)
- Q2. Would you have saved money under a pro-rated fee structure? (yes, 72%)
- Q 3. Is the pro-rated fee structure proposal fair? (yes, 86%,)

Quarterly pro-ration is a common practice among other local/national health jurisdictions

Minimal financial burden to the F & F program

Questions?



Dr. Eyob Mazengia

Food & Facilities - Assistant Division Director

Eyob.Mazengia@kingcounty.gov

Doug Dyer

Food & Facilities - Technical Senior

ddyer@kingcounty.gov
