



COUNTY OF MENDOCINO

Executive Office

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MEMORANDUM

Date: April 23, 2024

To: Honorable Board of Supervisors

From: Darcie Antle, Chief Executive Officer

Subject: April 23 2024, Fee Hearing

BACKGROUND

Pursuant to County Policy No. 47, Master Fee Schedule Policy, on a date approved by the Chief Executive Officer, or designee, for a request for fee modification outside the normal fee hearing process, the Board conducts a Public Hearing and acts upon all fee requests submitted by the department. The Department Head, or a Representative must be present for the Public Hearing.

Upon adoption by the Board of Supervisors of the resolution of the Master Fee Schedule, (Exhibit X), or amendment to the resolution of the Master Fee Schedule, the Executive Office shall post the original Master Fee Schedule, (Exhibit X), or amendments to the Master Fee Schedule, (Exhibit X), on the County's website. The Executive Office shall update the Master Fee Schedule with the last revised or adopted date and Resolution number for fees that have been adopted, modified, or changed on an annual, or no more than semi-annual basis.

The proposed fee changes reflect the ongoing efforts of all departments and offices to meet full cost recovery, per Board direction. The proposed changes are projected to bring an overall reduction of \$210 thousand in cost recovery fees in the following departments: The Cannabis Management Unit will bring in increase of \$58 Thousand, County Counsel will not see a measurable change, and Environmental Health will be reducing fees by \$268 Thousand.

Fees that are being reviewed for adoption and/or revision can be found on the April 2024 Proposed Fee Change Memo.