



# COUNTY OF MENDOCINO

## Executive Office

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### MEMORANDUM

DATE: November 27, 2018

TO: The Honorable Board of Supervisors

FROM: Carmel J. Angelo, Chief Executive Officer

SUBJECT: Proposed Changes to County Master Fee Schedule

The Board of Supervisors has provided direction for Departments to obtain full cost recovery for the services they provide to the public. The Executive Office has worked with various departments (Cultural Services Agency, Probation, and Environmental Health) to adjust their fees in accordance with the Board of Supervisors directive for a full cost recovery model. In addition, as a result of negotiated wage increases for many County employees, fees based on the hourly weighted rates of employees should be increased to enable full cost recovery for the services provided to the community. Those fees based on hourly figures or mileage rates are proposed to increase in most cases and to decrease in others. Other contributing factors impacting County fees revolve around various new and/or amended laws now in effect which require modifications to the fees charged for certain services, most notably with programs related to juvenile justice. A consolidated list of proposed changes to the Master Fee Schedule is provided by Attachment 5 – “*Proposed Master Fee Schedule Changes by Department*”.

A summary regarding the changes are presented below:

- Cultural Services Agency
  - Cultural Services Agency no longer provides for Notary Public staff and therefore, no longer provides Notary services. The Cultural Services Agency wishes to eliminate the section of their fee schedule for Notary services.
  - In an effort to expand service, the Cultural Services Agency proposes adding a service & associated fee for sale of flash drives and earbuds for Cultural Services Agency patrons utilizing the public internet computers. The public often needs such items to fully use the Cultural Services Agency services, and it would be of great service to provide for the community.
- Probation and Juvenile Hall
  - Senate Bill 190, effective January 1, 2018, limits the authority of local agencies to assess and collect certain fees for youth, and their parents and guardians, involved in the juvenile delinquency system. Various administrative, application, and other juvenile related fees may no longer be charged to juveniles and young adults under the age of 21 and under the jurisdiction of the criminal court. In addition the law limits the liability of a juvenile's parents, spouse, or other

persons liable for support of a ward thereby eliminating the authority of the County to impose or collect such fees.

- Probation no longer has jurisdiction of the Juvenile Drug Court and the department is requesting to delete the now obsolete fees associated with this program.
- Environmental Health
  - It has been several years since Environmental Health has reviewed and proposed changes to their fee schedule. Due to this a number of fees are being proposed to be added, deleted, or otherwise modified to reflect full cost recovery for services being provided by the Department. In addition, Environmental Health is adding cannabis program fees that cover work currently being completed by the division without cost recovery.

In addition to the internal reviews performed by the individual Departments for the proposed fee adjustments, both the Executive Office and Auditor-Controller's Office have conducted independent reviews of the department submitted fee changes and find them to be in accordance with Board directives in regard to full cost recovery.

Attachments:

1. Proposed Resolution amending Exhibit X – Master Fee Schedule
2. Exhibit X – Current County Master Fee Schedule adopted by Resolution 18-122
3. Resolution 18-122 Amending Exhibit X
4. Auditor-Controller's Office Fee Review and Approval Letter
5. Proposed Master Fee Schedule Changes by Department
6. Fee Change Justification Packet for Cultural Services Agency
7. Fee Change Justification Packet for Environmental Health – Cannabis Program
8. Fee Change Justification Packet for Environmental Health – Consumer Protection
9. Fee Change Justification Packet for Environmental Health – Hazardous Materials
10. Fee Change Justification Packet for Environmental Health – Land Use
11. Fee Change Justification Packet for Probation and Juvenile Hall