



# Mendocino County

## Legislation Details (With Text)

**File #:** 19-0927      **Version:** 1      **Name:**  
**Type:** Resolution      **Status:** Approved  
**File created:** 10/3/2019      **In control:** Executive Office  
**On agenda:** 10/22/2019      **Final action:** 10/22/2019  
**Title:** Noticed Public Hearing - Discussion and Possible Action Including Adoption of Resolution Amending Exhibit X - Master Fee Schedule Effective November 21, 2019, for Health and Human Services Agency, Environmental Health and Public Health Nursing Divisions; and for Department of Planning & Building Services, Cannabis Management Unit  
(Sponsor: Executive Office)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Resolution 19-373, 2. Attachment #1 - Resolution for Adoption, 3. Attachment #2 - CEO Memo, 4. Attachment #3 - Proposed Changes to Master Fee Schedule, 5. Attachment #4 - HHSA-Environmental Health-Farmer's Market, 6. Attachment #5 - HHSA-Environmental Health-Land Use, 7. Attachment #6 - HHSA-Public Health Nursing-Immunizations, 8. Attachment #7 - PBS-Cannabis-Initial, 9. Attachment #8 - PBS-Cannabis-Hearing Officer, 10. Attachment #9 - Exhibit X - Master Fee Schedule, 11. Affidavit of Publication, 12. FINAL Exhibit X - Master Fee Schedule 10.22

Date	Ver.	Action By	Action	Result
10/22/2019	1	Board of Supervisors		

**To: Board of Supervisors**

**From:** Executive Office

**Meeting Date:** October 22, 2019

**Department Contact:** Carmel J. Angelo

**Phone:** 463-4441

**Department Contact:** Darcie Antle

**Phone:** 463-4441

**Item Type:** Noticed Public Hearing

**Time Allocated for Item:** 1 hour

**Agenda Title:**

Noticed Public Hearing - Discussion and Possible Action Including Adoption of Resolution Amending Exhibit X - Master Fee Schedule Effective November 21, 2019, for Health and Human Services Agency, Environmental Health and Public Health Nursing Divisions; and for Department of Planning & Building Services, Cannabis Management Unit  
(Sponsor: Executive Office)

**Recommended Action/Motion:**

Adopt Resolution amending Exhibit X - Master Fee Schedule effective November 21, 2019, for Health and Human Services Agency, Environmental Health and Public Health Nursing Divisions; and for Department of Planning & Building Services, Cannabis Management Unit; and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

In accordance with County Policy No. 47 the Master Fee Schedule (Exhibit X), can be modified or changed with an amended Resolution to the original Resolution on an annual basis on or before April 1, or on a date approved by the Chief Executive Officer, or designee. The last amendment to the Master Fee Schedule was adopted on August 20, 2019 by Resolution 19-331 and took effect on October 21, 2019.

**Summary of Request:**

Pursuant to County Policy No. 47, consideration and possible approval of revised Master Fee Schedule incorporating revisions to Health and Human Services Agency, Environmental Health Division fees including Farmer's Market Fees, Land Use Fees, Pre-Application Conferences, and Administrative Permit Fees. Revisions are also being proposed for Health and Human Services Agency, Public Health Nursing Division which includes Immunization Fees. Additionally, new fees are being requested for Department of Planning & Building Services, Cannabis Management Unit. The Executive Office has prepared a memorandum to the Board of Supervisors regarding Proposed Changes to the County Master Fee Schedule. Finally, Departmental representatives will be in attendance to present the requested fee modifications and respond to Board inquiry.

**Annual Fiscal Implications**

**NET increase / (decrease) in Revenues.....**

**\$25,560.43**

- Farmer's Market Fee..... **\$964.33**
- Land Use Fee..... **\$4,809.10**
- Immunizations..... **\$3,422.00**
- Cannabis Business Tax Appeal Fee (Initial)..... **\$3,418.00**
- Cannabis Business Tax Appeal Fee (Hearing Officer)..... **\$11,947.00**

**Attachments**

The Executive Office proposes to streamline the existing fee schedule relating to the departments listed above as described in the Attachments 1-6 described below:

- Attachment #1 - Resolution for Adoption
- Attachment #2 - CEO Memo
- Attachment #3 - Proposed Changes to Master Fee Schedule
- Attachment #4 - HHSA-Environmental Health - Farmer's Market
- Attachment #5 - HHSA-Environmental Health - Land Use
- Attachment #6 - HHSA-Public Health Nursing - Immunizations
- Attachment #7 - Planning & Building Services-Cannabis Management Unit - Cannabis Business Tax Appeal Fee (Initial)
- Attachment#8 - Planning & Building Services-Cannabis Management Unit - Cannabis Business Tax Appeal Fee (Hearing Officer)
- Attachment #9 - Exhibit X - Master Fee Schedule

**CEO Recommendation**

The Executive Office recommends approval of the fee requests as presented by the sponsoring departments, and as certified by the Auditor/Controller, to not exceed the cost of the service.

**Alternative Action/Motion:**

Do not approve the proposed fee schedule changes; or - request departments to provide additional information prior to taking action.

**Supplemental Information Available Online at: N/A**

**Fiscal Impact:**

**Source of Funding:** Revenue - Fees for Service  
**Current F/Y Cost:** N/A

**Budgeted in Current F/Y:** No  
**Annual Recurring Cost:** N/A

**Supervisory District:** All

**Vote Requirement:** Majority

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Janelle Rau, Deputy CEO

**CEO Review:** Yes

**Comments:**

**FOR COB USE ONLY**

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**Executed By:** Lindsey Dunham, Deputy Clerk **Final Status:** Adopted with Modification

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**Date:** October 25, 2019

**Executed Item Number:** Resolution 19-373

