



Mendocino County

Legislation Text

File #: 19-0927, **Version:** 1

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

CEO Liaison: Janelle Rau, Deputy CEO

CEO Review: Yes

Comments:

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Executed By: Lindsey Dunham, Deputy ClerkFinal Status: Adopted with Modification

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Date: **October 25, 2019**

Executed Item Number: Resolution 19-373

