



COUNTY OF MENDOCINO

Executive Office

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MEMORANDUM

Date: July 21, 2026
To: Honorable Board of Supervisors
From: Sara Pierce, Interim CEO
Subject: July 21, 2026 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 departments and offices to recover costs as authorized by law, and ensure fees are based on time studies, per Board direction. Proposed fee changes as presented in the proposed fee change memo, without reductions or waivers, represent new tiers/calls for service, prior fees were not broken out in this manner. Should the Board of Supervisors choose to modify or waive fees as presented, projected revenues shall vary.

Fees that are being reviewed for adoption and/or revision can be found on the July 2026 Proposed Fee Change Memo.