



## Legislation Text

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File #: 17-816, Version: 1

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### MEMORANDUM

**TO:** Board of Supervisors

**FROM:** Carol J Huchingson, County Administrative Officer

**DATE:** September 19, 2017

**SUBJECT:** Consideration of a Resolution amending the Master Fee Schedule for departmental services rendered by the County

#### EXECUTIVE SUMMARY:

The Master Fee Schedule established by your Board provides the public with a convenient and transparent single source document that reflects all County service fees. In adopting the initial Master Fee Schedule, your Board expressed intent that it be routinely updated, and established the authority and procedures to accomplish such updates. Consequently, in accordance with Article XXVIII in Chapter 2 of the County Code, a Resolution adopting updates the Master Fee Schedule is presented for your consideration.

The attached Resolution and exhibit reflect staff's recommendation to correct some grammatical errors and updates to some department's fees. The Agricultural and Weights and Measures Department is updating two fees in the agricultural registration fee section to help bridge the gap between fees and actual costs. Animal Control is adjusting spay and neuter surgeries and cremation services fees to cover actual costs.

Staff is recommending this annual update to the Master Fee Schedule to reflect the actual costs associated with providing the specified services in FY 17/18. All fees set forth in this Master Fee Schedule adjustment shall become effective 9/19/2017.

**FISCAL IMPACT (Narrative):** Unknown

**STAFFING IMPACT (if applicable):** There will be a modest increase in revenue that will offset the cost of doing business for County department.

**RECOMMENDED ACTION:** Staff recommends the adoption of a Resolution amending the Master Fee Schedule for departmental services rendered by the County.