



Legislation Text

File #: 18-581, Version: 1

MEMORANDUM

TO: Board of Supervisors

FROM: Carol J Huchingson, County Administrative Officer

DATE: July 24, 2018

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 to the Master Fee Schedule is presented for your consideration.

The attached Resolution and exhibit reflect staff's recommendation to create and/or adjust fees related to the Auditor - Controller / County Clerk.

The Auditor - Controller / County Clerk office is requesting to adjust most of their fees based on a completed cost analysis study.

Staff is recommending this as needed update to the Master Fee Schedule to reflect the actual costs associated with providing the specified services. All fees set forth in this Master Fee Schedule adjustment shall become effective 8/1/2018.

FISCAL IMPACT: Unknown

FISCAL IMPACT (Narrative): There will be a modest increase in revenue that will offset the cost of doing business for the County departments.

STAFFING IMPACT (if applicable): None

RECOMMENDED ACTION:

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