

MASTER FEE REVISION

DECEMBER 5, 2023

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Chief Budget Official

The Master Fee Resolution

- The Master Fee Resolution, first adopted by the Board of Supervisors in 1991 includes an estimated 1,350 fees and charges for services provided by County departments.
- The use of a single resolution and integrated fee schedule provides for a systematic review of County fees and allows for necessary adjustments to reflect changing service delivery costs.
- The Master Fee Schedule was last updated on June 27, 2023.



Cost Recovery and Fees

The Yolo County Policy on Cost Recovery and Fees states:

- Departments shall seek to recover the full cost of all services they provide.
- The purpose of full cost recovery is to preserve the ability to provide sustained services and reduce reliance on the General Fund
- All fees and proposed changes must be supported by calculations that have been reviewed by the Department of Financial Services (DFS), using an approved methodology.
- Incremental fee increases are favored over large fee increases.



2023-24 Summary of Changes

Includes changes to Assessor/Clerk Recorder/Elections (ACE), Community Services, Financial Services, Library and Sheriff departments

Adjustment	Number
New Fees	27
Fee Deletions	4
Fee Increases	353



Assessor/Clerk Recorder/Elections

Clerk Recorder:

(4) Fee Revisions

- Fees for an Environmental Document pursuant to a Certified Regulatory Program (CRP)
- Fish and Game: Fee for an Environmental Impact Report on NOD
- Fish and Game: Fee for a Negative Declaration on NOD
- Mitigated Negative Declaration (MND)



Community Services

Integrated Waste Management (IWM)

(2) New Fees

- Integrated Waste Management has requested the addition of a fee for Commercial Recyclables and Residential Recyclables to the Master Fee Schedule. The fee for "Commercial Recyclables" was added to the Master Fee schedule as a pass through and will be charged at cost to the public of \$10/ton while there will be no charge for "Residential Recyclables".

(6) Fee Revisions

- The (IWM) Division is proposing a phased approach to the tire increase to minimize illegal dumping of tires and to allow more time for IWM and CalRecycle to find alternative solutions to recycling tires on rims.



Community Services Cont.

Planning/Public Works

- Fee Revisions:
 - Public Works Division: there are a total of fourteen (14) fee increases. Of these, five (5) of the fees will achieve full cost recovery with this year's increase and the remaining fees will increase up to 10% or low dollar amounts.
 - Planning Division: most deposit and flat rate fees are currently far below the actual costs of service, requiring increases in fees. With this Year 3 implementation, there will be twelve (12) fees that achieve full cost recovery and twenty-eight (28) fees that are steadily increasing each year up to 10% until full cost recovery is achieved.
- As part of these changes, the "Major Use Permit (PC) Amendment, Major Zone Variance, Flood Variance" fee is proposed to be deleted and separated into individual fees.

Community Services Cont.

Environmental Health

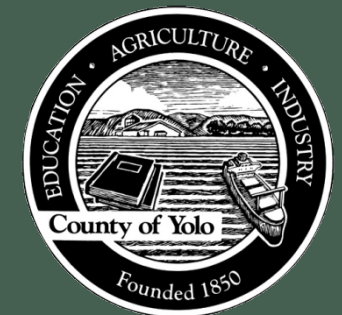
- (9) New Fees

Fee Title	Fee Amount
Compact Mobile Food Operation-High Risk	\$730.00 Annual
Compact Mobile Food Operations-Low Risk	\$385.00 Annual
Specific Plan Review	\$1,314.00 Each
Graywater System	\$1,389.00 Each
Main Drain Cover Replacement	\$212.00 Each
Change of Ownership for Calcode Water System	\$495.00 Each
Change of Ownership for Cottage Food Water System	\$267.00 Each
Monitoring Well Repair	\$895.00 Each
Well Installation With Conductor Casing	\$412.00 Each

- (197) Fee Revisions to Consumer Protection, Land Use, and Hazardous Material Fees based on the Fee Study by Wohlford Consulting.

- (2) Fee Deletions

- Mobile Food Limited Prep Unit Fee
- Community Water System with Treatment Fee



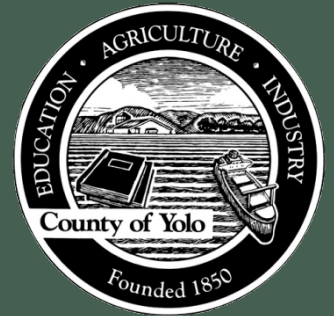
Environmental Health Fee Option

- Increase one-time fees by 10% or \$50 (if 10% is less than \$50) instead of moving to full cost recovery, as reflected in Attachment C
- Consistent with methodology used for Environmental Health annual fees, but different approach from prior years
- Would result in a revenue impact of \$8,900



Sheriff

- On June 29, 2023, the California State Legislature passed Senate Bill 564 which increased fees for the serving, executing, and processing of court documents by 25%. The Sheriff's Office is required to serve civil process including wage garnishments, evictions, property levies, and other court orders, and collects the state mandated fee associated with each service.
- (84) Fee Revisions to reflect the changes above
- (15) New Fees to align to the California State Sheriff's Association schedule for Civil Fees
 - Including the addition of an \$8 fee for the copying of electronically filed Civil Documents (AB2791)
- (1) Fee Deletion



Additional Fee Changes

Department of Financial Services (DFS)

- Internal Audit
 - DFS is proposing to increase the hourly rate for Internal Audit fees from \$112 to its full cost recovery of \$132 per hour. Based on the cost structure, this charge is associated with staff's time spent conducting internal audit reviews as well as corresponding service costs.

Library

- New Fee: Tote Bag
 - In response to customer requests, the Library department is adding a fee for a tote bag branded with the Yolo County Library logo to be sold at library branches. The \$11.00 proposed fee covers the full cost of the tote bag to be printed and delivered.



Conclusion

Estimated Annual Revenue Impact	
IWM Enterprise Fund	\$38,250
General Fund	\$68,555
Public Safety Fund	\$27,900
Environmental Health Fund	\$335,419
Total	\$470,124

