



# Board Agenda Item 11

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DATE: July 8, 2025

TO: Board of Supervisors

SUBMITTED BY: David Luchini, RN, PHN, Director, Department of Public Health

SUBJECT: Amendment to Master Schedule of Fees

RECOMMENDED ACTION(S):

1. **Conduct first hearing to amend the Master Schedule of Fees, Charges, and Recovered Cost Ordinance by amending Section 900 - Environmental Health, Subsections 901 through 904, waive reading of the Ordinance in its entirety, and set the second hearing for August 5, 2025;**
2. **Designate County Counsel to prepare a fair and adequate summary of the proposed Ordinance; and**
3. **Direct the Clerk of the Board to post and publish the required summary in accordance with Government Code, Section 25124(b)(1).**

Approval of the recommended actions would revise the existing Master Schedule of Fees, Charges and Recovered Costs by amending Environmental Health Section 900. This item is countywide.

ALTERNATIVE ACTION(S):

Your Board may direct Department staff not to change the rates, change a portion of the rates, or propose alternative rates; however, these alternative costs will not recover the full costs of service. Any deviation from the recommended rates, including maintaining current fees or implementing alternative structures, will result in the Department's inability to fully recover the costs associated with the administration and enforcement of the Breeding, Transfer, and Sale of Dogs and Cats Ordinance.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. It is anticipated the proposed fee increases, if approved by your Board, will allow the Department of Public Health - Environmental Health Division to collect higher fees for licensing of unaltered dogs, breeding permit, and associated application fee. The application fee will be used to offset Sheriff's Office background check for each breeding permit applicant.

DISCUSSION:

On June 24, 2025, your Board held a first hearing to approve a significant amendment to the County Ordinance Code, establishing Chapter 9.05, "Breeding, Transfer and Sale of Dogs and Cats." This new ordinance directly addresses the critical issue of illegal breeding and pet overpopulation within Fresno

County. In alignment with this newly adopted ordinance, the Department of Public Health, with collaborative input from the Sheriff's Office and Fresno Humane Animal Services, has developed a revised fee schedule for Board consideration.

The proposed fee adjustments are designed to achieve full cost recovery for the enhanced regulatory framework and enforcement efforts. Key proposed changes to **Master Schedule of Fees - Section 900 Environmental Health** include:

**1. Section 901(a):**

- a. Animal Licenses (Regular - Unaltered Dog License): **\$78 per dog/per year.**
  - i. Unaltered Dog License: An increase of 100% to the existing annual fee for unaltered dog licenses, aligning Fresno County's rates with those of regional jurisdictions.

**2. Section 904(a):**

- a. Breeding Permit: **\$2,000 per dog/per year.**
  - i. Breeding Permit: Establishment of a new annual breeding permit fee, crucial for the administration and oversight of permitted breeding activities.

**3. Section 904(b):**

- a. Non-Refundable Administrative Application Fee: **\$50 per application per dog.**
  - i. This fee specifically covers the administrative overhead and the mandatory background checks conducted by the Sheriff's Office.

If the recommended actions are approved by your Board, the second reading will be scheduled for August 5, 2025. The recommended fee rate changes will take effect 30 days after the second reading if adopted by your Board.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Master Schedule of Fees Attachment A  
Master Schedule of Fees Ordinance  
Master Schedule of Fees Exhibit A  
On file with Clerk - Summary of Ordinance

CAO ANALYST:

Ronald W. Alexander, Jr.