



Board Agenda Item 27

DATE: March 24, 2020

TO: Board of Supervisors

SUBMITTED BY: Bernice E. Seidel, Clerk of the Board

SUBJECT: Amendment to Master Schedule of Fees - Section 400, Second Hearing

RECOMMENDED ACTION(S):

Conduct second hearing to amend the Fresno County Master Schedule of Fees, Charges, and Recovered Costs Ordinance by revising Section 400 relating to Clerk of the Board of Supervisors fees and waive reading of the ordinance in its entirety.

Approval of the recommended actions will revise existing fees in the Master Schedule of Fees, Charges, and Recovered Costs (MSF) Section 400 based on actual Clerk of the Board costs. The fees are used to reimburse Department staff costs for projects requested by County departments, constituents and outside agencies. This item is countywide.

ALTERNATIVE ACTION(S):

Your board may choose not to amend the MSF Ordinance and direct staff to use current fees or propose alternate fees, which may not recover 100% of departmental staff costs.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. It is anticipated that the proposed rates will allow the Clerk of the Board's office to recover the cost of providing services to County departments, constituents and outside agencies.

DISCUSSION:

Clerk of the Board of Supervisors has completed a review of fees charged within its program. As a result, it has been determined that there should be existing fee adjustments and new fees for services provided. Adjustments are requested to reflect current costs for salaries, benefits, services, supplies and overhead.

As noted on Attachment A, subsections 401 - Zoning Ordinance, 402 - Zoning Ordinance Amendments, 405 - Ordinance Code Pages, 406 - Subdivision Ordinance and 407 - Parcel Map Ordinance are deleted from the MSF as these documents are part of the ordinance code and are maintained online, available for public access. Subsection 403 - Search & Retrieval of an Agenda Item is deleted as the Clerk's office now uses advanced computer programs to maintain county records, making the search of county records more efficient and manageable. Subsection 412 - Photocopy Charge is deleted as the Clerk's office will use the Countywide photocopy fee. Due to fee descriptions being deleted, the remaining fee descriptions have been renumbered to maintain numerical order.

Subsection 410 - Audio of Board Meetings is amended to be specific to Audio of Assessment Appeals Board Meetings and renumbered to Subsection 408.

Subsection 404 - Video of Board of Supervisors Meetings is added to recover the cost to reflect current costs for salaries, benefits, services, supplies and overhead.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Attachment A - Comparison of Old vs New MSF
Ordinance
Exhibit A - Proposed MSF

CAO ANALYST:

Ronald Alexander