



# MARIN COUNTY COMMUNITY DEVELOPMENT AGENCY

ALEX HINDS, DIRECTOR

June 24, 2008

Marin County Board of Supervisors  
3501 Civic Center Drive  
San Rafael, CA 94903

Dear Board members:

**RECOMMENDATION:** Conduct a first reading of the attached ordinance increasing Community Development Agency Environmental Health Services fees and schedule a public hearing for adoption of the ordinance at the regular Board of Supervisor meeting of July 15, 2008 (11:25 a.m.).

**SUMMARY:** The attached ordinance proposes to increase fees charged for environmental health permits and services by approximately 3%. The purpose of the proposed fee adjustment is to off-set expenses resulting from anticipated increases in staff salaries and benefits for the coming fiscal year 2008-2009. The proposed ordinance retains the existing fee waiver or reduction for affordable housing and community-based projects.

Environmental Health Services fees were last amended by your Board in July 2007 to off-set the increased cost of providing services. A comprehensive update to the Environmental Health Services fee schedule will be considered later this year based upon ongoing analysis of user fees and departmental costs of providing environmental health-related services.

**FISCAL/STAFFING IMPACT:** The budget for the Environmental Health Services Division is funded primarily through its fees. To ensure the Division continues to meet the costs of providing environmental health related services, it is necessary to increase the fees at this time.

<b>REVIEWED BY:</b>	<input type="checkbox"/> Auditor-Controller	<input checked="" type="checkbox"/> N/A
	<input checked="" type="checkbox"/> County Counsel	<input type="checkbox"/> N/A
	<input type="checkbox"/> Human Resources	<input checked="" type="checkbox"/> N/A

Respectfully submitted,

Brian C. Crawford  
Assistant Director

Phil Smith  
Deputy Director of EHS