



Department Source: Public Health and Human Services

To: City Council

From: City Manager & Staff

Council Meeting Date: August 7, 2017

Re: FY 2018 Fee Changes Proposed – Public Health and Human Services

## Executive Summary

An ordinance amending Chapter 11 of the Code of Ordinances to revise fees for the Public Health and Human Services Department effective October 1, 2017.

## Discussion

Annually, as part of the budget process, staff reviews current fees and recommends adjustments based on the cost of services. Fee increases proposed for FY 2018 meet the Council Objective of increasing the costs recovered for the provision of services. This increase will allow for approximately 75% cost recovery of food safety activities.

The following fees are proposed effective October 1, 2017:

### Section 11-132 Fees

- Increasing annual inspection fees for food establishments based on annual gross receipts.
  1. Annual Gross Receipts less than \$250,000.00 from \$185 to \$205
  2. Annual Gross Receipts of \$250,000.00 - \$750,000.00 from \$260 to \$285
  3. Annual Gross Receipts more than \$750,000.00 from \$480 to \$530
- Increasing administrative service fees per inspection for the second and subsequent re-inspections required to correct violations noted during the inspection process from \$100 to \$110.
- Increasing fees for persons conducting a temporary food event (an event lasting less than fifteen (15) days).
  1. One to three-day event from \$30 to \$35
  2. Four to fourteen-day event from \$60 to \$65
- Increasing food establishment plan review fees.
  1. Facilities classified as low risk from \$100 to \$130
  2. Facilities classified as medium risk from \$150 to \$200
  3. Facilities classified as high risk from \$300 to \$400



## Fiscal Impact

Short-Term Impact: Additional fees will generate \$30,200 in revenue.

Long-Term Impact: None

## Vision & Strategic Plan Impact

### Vision Impacts:

Primary Impact: Health, Social Services & Affordable Housing, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

### Strategic Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

### Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

## Legislative History

Date	Action
FY 2013	Food service inspection fees were last increased for the FY 2013 budget.

## Suggested Council Action

Should the Council agree with staff recommendations, an affirmative vote is in order.