



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #:** RES 17-017, **Version:** 1

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Adopt a Resolution amending Article XV of the Monterey County Master Fee Resolution, effective March 14, 2017, to establish fees for Treasurer-Tax Collector services, pursuant to the attached Fee Schedule, as related to the addition of Chapter 7.02 to the Monterey County Code implementing business license requirements for certain designated businesses in unincorporated areas of the County, adopted by the Board of Supervisors on December 13, 2016.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

Adopt a Resolution amending Article XV of the Monterey County Master Fee Resolution, effective March 14, 2017, to establish fees for Treasurer-Tax Collector services, pursuant to the attached Fee Schedule, as related to the addition of Chapter 7.02 to the Monterey County Code implementing business license requirements for certain designated businesses in unincorporated areas of the County, adopted by the Board of Supervisors on December 13, 2016.

**SUMMARY:**

On December 13, 2016, the Board of Supervisors approved Ordinance No. 5280 adding Chapter 7.02 to the Monterey County Code, for the implementation of Business License requirements for certain designated businesses in unincorporated areas of the County. Section 1.40.010 of Chapter 1.40, Article XV, of the Monterey County Code sets the schedule of fees and charges for the Monterey County Treasurer-Tax Collector. Government Code 54985 specifies that amendments to this article require Board of Supervisors approval.

**DISCUSSION:**

The Treasurer-Tax Collector is in the process of conducting an extensive review of existing fees in advance of budget preparation for Fiscal Year 2017-18, and intends to seek Board approval of comprehensive adjustments and additions to the department's fee schedule before the end of the current year. In response to time constraints related to implementation of new business license functions, the Treasurer-Tax Collector is taking this more immediate action to have fees in place in time for delivery of business license services. The three new fees, listed below, provide estimated cost recovery for work related to issuance, annual renewal, and duplication or replacement of Business Licenses.

<b><u>Description</u></b>	<b><u>Fee</u></b>
<i>Business License Application</i>	\$ 226.00
<i>Business License Annual Renewal</i>	\$ 87.00
<i>Duplicate or Replacement Business License</i>	\$ 34.00

Upon approval by the Board of Supervisors, related fees will be effective March 14, 2017. Requirements for specified businesses to obtain a business license under provisions of Chapter 7.02 become operative on April 1, 2017.

Attachment A reflects the Treasurer-Tax Collector's existing Fee Schedule, with the three requested new fees identified in bold italics at the bottom.

OTHER AGENCY INVOLVEMENT:

County Counsel reviewed the amended Fee Schedule.

FINANCING:

There is no negative impact to the General Fund for this action. Recommended new fees will assist with recovering, but not exceeding, Treasurer-Tax Collector costs for new service requirements, pursuant to California Government Code Section 54985. Resulting increased annual revenue to offset Treasurer-Tax Collector costs for new business license functions has not yet been determined, pending receipt of applications from specified business operators. Increases in current year revenue collected are assumed to be minimal, and would reduce the department's use of budgeted general fund contribution.

Prepared by: Mari Beraz, Assistant Treasurer-Tax Collector, x5112

Approved by: Mary A. Zeeb, Treasurer-Tax Collector, x5474

All attachments are on file with the Clerk of the Board:

Attachment A - Treasurer-Tax Collector Fee Schedule

Attachment B - Resolution Business License Fee