

**COUNTY OF MENDOCINO
FEE SCHEDULE
FEE JUSTIFICATION CHART**

Department/Fee Description	Budget Unit	Anticipated Annual Units of Service	Current Fee	Proposed Fee	Percent Change	Total Annual Increase	Government Code Justification (if applicable)	Approved by Auditor (Yes) (No)
Department Name: Agriculture / Weights and Measures								
Description of Fee								
Medical Cannabis Cultivation Program:								
Annual Application Fee	2710	350	\$0.00	\$1,240.00	100.0%	\$434,000.00		
Annual Permit & Compliance Inspection Fee	2710	340	\$0.00	\$675.00	100.0%	\$229,500.00		
Type 4 (Nurseries) Annual Permit & Compliance Inspection Fee	2710	10	\$0.00	\$725.00	100.0%	\$7,250.00		
Third Party Certifier Annual Application Fee	2710	10	\$0.00	\$1,000.00	100.0%	\$10,000.00		
Annual MSF Certification Program Fee	2710	50	\$0.00	\$970.00	100.0%	\$48,500.00		
Hourly inspection rate	2710	200	\$0.00	\$82.91	100.0%	\$16,582.00		
						\$745,832.00		
Additional Explanation of Fee request modification (If needed):								
Request for fees associated with the establishment of the Cannabis Cultivation Division within the Department of Agriculture, associated with the adoption of a Cannabis Cultivation Ordinance and companion Zoning Ordinance (10A.17 and 22.242) by the Board of Supervisors, anticipated in February/March of 2017. Annual service units are estimated at this time using known registrar and applicant #'s resulting from the implementation of the 2016 Urgency Ordinance.								
Contact the Auditor's Office for Current Salary Figures if Needed								
Salary & Benefit Calculation for Employees	Budget Unit	Hourly Rate	Annual Salary	Fringe Benefits	Services & Supplies*	A-87 Indirect Costs	Total Weighted Rate	Weighted Hourly Rate @ 1,800/yr
Ag. / Meas.Stds Specialist 1	2710	\$19.87	\$41,329.60	\$26,895.10	\$12,701.12	\$8,420.97	\$89,346.79	\$49.64
Administrative Assistant	2710	\$21.89	\$45,531.20	\$29,629.28	\$13,992.33	\$9,277.05	\$98,429.85	\$54.68
Agriculture Comm. / Sealer Assistant	2710	\$29.51	\$61,380.80	\$39,943.35	\$18,863.12	\$12,506.43	\$132,693.70	\$73.72
Agriculture Commissioner	2710	\$40.34	\$83,907.20	\$54,602.33	\$25,785.77	\$17,096.22	\$181,391.52	\$100.77
Agriculture Technician - Cannabis	2710	\$16.35	\$34,008.00	\$22,130.59	\$10,451.10	\$6,929.18	\$73,518.87	\$40.84

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Employee Name	Service Description	HRS	COST	
Ag. / Meas.Stds Specialist 1 (X3)	Handle incoming calls and emails, training of industry, assist clients w/ apps., verification of app. contents and completeness, coordinate inspections w/ other departments and agencies, perform various program inspections, monitor and respond to Track & Trace program, issuance of permits, unscheduled inspections, enforcement activities and actions, etc.	5,399.90	\$268,035.40	
Administrative Assistant	Answer phones, manage front counter client flow, construct and manage client files, assist inspectors and Supervisor as needed, maintain office functions and supplies, assist with inspection appointments, scheduling outreach, maintain records of program metrics, etc.	1,799.81	\$98,419.19	
Agriculture Commissioner / Sealer Assistant	Supervise all MCCO staff, help train staff, lead outreach meetings, plan & direct program activities, address public inquiries, establish and analyze program metrics, serve as back-up to inspectors, monitor Track and Trace daily, assess and oversee enforcement actions, make presentations-possibly to the Board of Supervisors, etc	1,799.88	\$132,684.48	
Agriculture Commissioner / Sealer of Weights & Measures	Mange the implementation and development of the program, address all administrative issues at DH level concerning the program, track and assure required program changes per regulation changes, (along w/Asst. Comm.) meet with constituents, advise and final review on enforcement actions, program updates to Board of Supervisors,	1,650.00	\$166,275.56	
Agricultural Technician - Cannabis	Assist other staff with training of industry, assist clients with application contents and completeness, assist Ag/Meas. Stds Spec. with field inspections, perform various program functions in-house, with Admin Asst., design and refine forms, monitor and respond to Track & Trace program, etc.	1,799.95	\$73,516.83	

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AUDITOR'S COMMENTS:

RECOMMENDED FOR APPROVAL:

Auditor

Date

EXECUTIVE OFFICE COMMENTS:

RECOMMENDED FOR APPROVAL:

Chief Executive Officer, or Designee

Date