

SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.20  
(ID # 26838)

**MEETING DATE:**  
Tuesday, January 14, 2025

**FROM :** ENVIRONMENTAL HEALTH

**SUBJECT:** ENVIRONMENTAL HEALTH: Initiation of Amendment to Ordinance 640 - Environmental Health Service Fees. All Districts. [\$0]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. **Adopt** an order initiating a revision to Ordinance No. 640.14 relating to setting the Department of Environmental Health's service fees and associated charges for FY 25/26; and
2. **Direct** the Department of Environment Health to prepare and process the amendment to Riverside County Ordinance 640.14.

**ACTION:Policy**

  
Jeff Johnson, Director Environmental Health 12/18/2024

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Spiegel, seconded by Supervisor Gutierrez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: January 14, 2025  
xc: EH

Kimberly A. Rector  
Clerk of the Board

By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

| <b>FINANCIAL DATA</b>       | <b>Current Fiscal Year:</b> | <b>Next Fiscal Year:</b> | <b>Total Cost:</b>           | <b>Ongoing Cost</b> |
|-----------------------------|-----------------------------|--------------------------|------------------------------|---------------------|
| COST                        | \$0                         | \$0                      | \$0                          | N/A                 |
| NET COUNTY COST             | \$0                         | \$0                      | \$0                          | N/A                 |
| <b>SOURCE OF FUNDS: N/A</b> |                             |                          | <b>Budget Adjustment: No</b> |                     |
|                             |                             |                          | <b>For Fiscal Year:</b>      | FY 25/26            |

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**



As the Department of Environmental Health (DEH) does not rely on general fund dollars to support its operations, the department is dependent on cost recovery from various sources, including fees for service. The cost recovery model allows the department to measure the level of effort of providing services, allocate indirect costs on an equitable basis, and ensure fees are fairly charged. This model also ensures passthrough revenues are properly applied to offset the department's ongoing operational costs.

**Impact on Residents and Businesses**

The cost recovery model developed by DEH last year, with support of the Auditor-Controller's Office (ACO), ensures effective and efficient delivery of environmental health programs in support of Riverside County residents and businesses.

**Additional Fiscal Information**

Last year, DEH established its cost model to support its FY24/25 fees and with approval by the Board of Supervisors, increased its fees an average of 3% but not more than 6% (depending on permit category). For FY25/26, DEH anticipates increasing its fees due to rising costs associated with recently negotiated and approved labor increases.



  
 Rene Casillas, Internal Audits Chief      12/18/2024      Jason Farin, Principal Policy Analyst      1/8/2025


  
 George Trindle, Chief ASST COUNTY COUNSEL      1/6/2025