

## EXECUTIVE SUMMARY FORM

**Agenda Number: HLT--**

**Recommendation:**

Adopt Resolution 13-\_\_\_\_\_ to rescind Resolution 12-29 and to amend the Environmental Health Fees as set forth in Exhibit A, to be effective on and after January 1, 2014.

**Background (Brief):**

Cochise Health & Social Services, Environmental Health Division is amending the current fee schedule, adopted on 7/24/12, (Exhibit B) to allow for simpler fee assessments, better adherence to the FDA Food Code, to satisfy a portion of the FDA program standards and to establish easy to understand "Risk Based" categories, improving the division's overall ability to serve Cochise County.

The "Risk Based" approach will incentivize food establishments to reduce risk by giving them an opportunity to change their permit type by showing a history of compliance. This will also benefit businesses by reducing the number of food permits they currently hold. Additionally, Environmental Health is eliminating fees for all non-profit charitable organizations that hold a current 501 (c) (3).

**Fiscal Impact & Funding Sources:**

Fiscal impact is unknown due to a complete revision of permit types and fees. Under the new fee schedule (Exhibit A) some establishments will see their fees increase, some decrease, and some stay the same. There is a new fee for ADHS delegated school safety inspections.

**Next Steps/Action Items/Follow-up:**

Your approvals are respectfully requested.

**Impact of Not Approving:**

Environmental Health would not be able to implement a "Risk Based" approach and meet that portion of the FDA program standards. The current permit types do not incentivize food establishments to reduce risks to the public. The current structure requires multiple food permits for one establishment. Non-profit charitable organizations would still be required to pay for permits.

**RESOLUTION 13- \_\_\_\_\_**

**AMENDING RESOLUTION 12-29, AND AMENDING FEES FOR ENVIRONMENTAL HEALTH SERVICES**

**WHEREAS**, pursuant to A.R.S. § 36-341.A, Cochise Health & Social Services has recommended to the Cochise County Board of Supervisors that the Environmental Health Fees as adopted on July 24, 2012, by Resolution 12-29, be modified; and

**WHEREAS**, the annual fees listed herein do not exceed the actual and reasonable costs of providing these services and are necessary in order for the County to continue to provide the same level of Environmental Health Services; and

**WHEREAS**, this matter has been noticed for public hearing on September 25, 2013, as required by A.R.S. § 11-251.08, and following this hearing the Cochise County Board of Supervisors has determined that these proposed revisions to the Environmental Health Fees are necessary and appropriate,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors adopts the following new schedule of fees (as set forth in Exhibit A) for Environmental Health services provided by the County, under provisions of A.R.S. § 36-187 and A.R.S. § 11-251.08 to be in effect on and after January 1, 2014.

**FURTHER, BE IT RESOLVED**, that Resolution 12-29 is hereby amended, effective January 1, 2014, and this Resolution shall supersede Resolution 12-29, and any other prior and inconsistent Resolutions addressing these fees, on and after January 1, 2014.

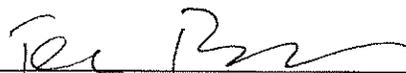
**APPROVED AND ADOPTED** in Formal Session this 5<sup>th</sup> day of November, 2013.

\_\_\_\_\_  
Ann English, Chairperson  
Cochise County Board of Supervisors

**ATTEST:**

\_\_\_\_\_  
Arlthe G. Rios  
Clerk of the Board

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Terry Bannon  
Civil Deputy County Attorney

**Cochise Health & Social Services**  
**Environmental Health Division – Fee Schedule**  
**PROPOSED**

<b>Fixed Food Facilities</b>	<b>Fees</b>
Risk 1	\$150
Risk 2	\$200
Risk 3	\$250
Risk 4	\$300
Non-Profit Charitable fixed facility **must show 501 (c) (3)	\$0

<b>Mobile Food Units (limited to Risk 1 &amp; 2 only)</b>	<b>Fees</b>
Risk 1	\$100
Risk 2	\$150
Non-Profit Charitable mobile **must show 501 (c) (3)	\$0

**Establishment of Risk Categories for Food Vendors**

*(developed from the FDA Food Code)*

**Definitions:**

**Risk 1** - Examples include most convenience store operations, hot dog carts, and coffee shops. Establishments that serve or sell only pre-packaged, non-potentially hazardous foods (non time/temperature control for safety (TCS) foods). Establishments that prepare only non-potentially hazardous foods (non TCS foods). Establishments that heat only commercially processed potentially hazardous foods (TCS foods) for hot holding. No cooling of potentially hazardous foods (TCS foods).

**Risk 2** - Examples may include retail food store operations, schools not serving a highly susceptible population, and quick service operations. Limited menu. Most products are prepared/cooked and served immediately. May involve hot and cold holding of potentially hazardous foods (TCS foods) after preparation of or cooking. Complex preparation of potentially hazardous foods (TCS foods) requiring cooking, cooling, and reheating for hot holding is limited to only a few potentially hazardous foods (TCS foods).

**Risk 3** - An example is a full service restaurant. Extensive menu and handling of raw ingredients. Complex preparation including cooking, cooling, and reheating for hot holding involves many potentially hazardous foods (TCS foods). Variety of processes require hot and cold holding of potentially hazardous foods (TCS foods).

**Risk 4** - Examples include preschools, hospitals, nursing homes, and establishments conducting processing at retail. Includes establishments serving a highly susceptible population or that conduct specialized processes, e.g., smoking and curing; reduced oxygen packaging for extended shelf life.

<b>Temporary Food (fee includes plan review)</b>	<b>Fees</b>
One-Time	\$50
Annual	\$100
Non-Profit Charitable One-Time **must show 501 (c) (3)	\$0
Non-Profit Charitable Annual **must show 501 (c) (3)	\$0

<b>MH &amp; RV Parks</b>	<b>Fees</b>
2 – 100 Spaces	\$100
101 + Spaces	\$150
<i>*May be additional food and/or pool fees</i>	

***Cochise Health & Social Services***  
***Environmental Health Division – Fee Schedule***  
**PROPOSED**

<b><i>Hotels/Motels/B &amp; B's</i></b>	<b><i>Fees</i></b>
2 – 100 Rooms	\$100
101 + Rooms	\$150
<i>*May be additional food and/or pool fees</i>	

<b><i>Pools / Spas</i></b>	<b><i>Fees</i></b>
First Pool or Spa	\$100
Additional pools/spas (on separate plumbing/filtration systems)	\$25

<b><i>School Facilities (Safety Inspections)</i></b>	<b><i>Fees</i></b>
Per Campus	\$100

<b><i>Children's Camps</i></b>	<b><i>Fees</i></b>
Per Camp	\$100

<b><i>Septic Pumper Trucks</i></b>	<b><i>Fees</i></b>
First Pumper Truck	\$100
Each Additional Truck	\$25

<b><i>Plan Reviews</i></b>	<b><i>Fees</i></b>
Fixed Food Facilities	\$300
Mobile Food Units	\$200
Public Lodging	\$200
MH / RV Parks	\$200
Non-Profit Charitable <b>**must show 501 (c) (3)</b>	\$0

<b><i>Miscellaneous</i></b>	<b><i>Fees</i></b>
Operating without a Valid Permit	\$200
Delinquent Fee (in addition to all applicable standard fees) <i>*After 2 months delinquent establishments will be considered operating without a valid permit and subject to \$200 fee as indicated above*</i>	\$50
Duplicate Permit	\$10
Photo Copy	\$0.25
Secretary Research	\$15 per hour