

Resolution No. 7-0214

**RESOLUTION ESTABLISHING POLICY FOR FEE CREATION OR ELIMINATION
AND ANNUAL REVIEW**

WHEREAS, the Iowa County Administrative Services Committee has assessed the necessity of creating a policy for establishing, abolishing, or amending County fees; and

WHEREAS, under State Statutes the County is authorized to recover actual costs for providing services to the public and such fees shall not exceed actual cost or allowable expenses authorized by statute; and

WHEREAS, fees specifically established in Statute are not subject to adjustment by local units of government and are therefore omitted from this policy.

NOW THEREFORE, BE IT RESOLVED by the Iowa County Board of Supervisors that the creation or abolishment of any County fee not specifically set by Statute is subject to County Board approval and any prior fee policy, motion, or resolution in conflict with this resolution is hereby rescinded; and

BE IT FURTHER RESOLVED Departments may recommend, collect, or adjust authorized fees with respect to public policy considerations that may include ability to pay, identifiable benefits, discouragement of waste, or cost of collection and administration. Fee structures shall be stated simply and published so that they are easily understood, must be applied equitably, and leave as small a margin as possible for subjective interpretation; and

BE IT FURTHER RESOLVED It shall not necessarily be the intent of the County to recover full cost of every service, such as indirect costs including payroll processing, accounting services, computer usage or other central administrative services however these may be considered. The Department shall have authorization to subsidize a certain service, or promotion of other public policy goals as allowed in this policy; and

BE IT FURTHER RESOLVED that Board approved County fees may be recalculated as required and adjustments approved by a Standing Committee are authorized without further Board action as long as all adjustments are consistent with this policy; and

BE IT FURTHER RESOLVED Fees shall be reviewed annually as a detailed part of any Department's annual budget request and reviewed by the appropriate Standing Committee to determine if a) a fee is still advisable, b) a fee is carrying out the public purpose for which it was created, c) a fee is comparable to other units of government or private entities, or if there are any services being provided without charge where a fee should be established. Where certain fees may come into conflict with State or Federal law that portion of the fee may be amended immediately to fully comply within the law without cancellation of the entire fee structure or further approval of the County Board.

Respectfully submitted by the Administrative Services Committee. Adopted this 18th
day of February, 2014