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**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
SAN ANTONIO METROPOLITAN HEALTH DISTRICT**

TO: Mayor and City Council

FROM: Fernando A. Guerra, M.D., M.P.H., Director of Health

THROUGH: Terry M. Brechtel, City Manager

COPIES: Frances A. Gonzalez, Assistant City Manager; City Attorney's Office; Office of Management and Budget; Finance Department; Project; File

SUBJECT: REVENUE ADJUSTMENTS FOR FY 2005

DATE: September 16, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance will increase fees for the following: certified record search from \$9.00 per record search to \$11.00 per record search; special events food license from \$20.00 per day per stand for the first ten (10) days and no charge for days 11-14 to \$30.00 per day per stand for up to 14 days; immunization record replacement copy from \$3.00 per copy to \$4.00 per copy. This ordinance will also amend Chapters 2, 13, and 15 of the City Code to reflect said fee increases.

BACKGROUND INFORMATION

For FY 2005, the San Antonio Metropolitan Health District (SAMHD) is proposing three (3) changes to existing fees. These revenue changes are classified as User-Driven Revenue. A brief explanation of each revenue item is provided below:

	Current	Proposed
Vital Statistics Records Search Fee	\$9.00	\$11.00

SAMHD's Vital Statistics Division serves as the official repository for information on all births and deaths occurring in the county. The registrar may, upon request from a qualified applicant, search these vital records for a specific document. This effort can be time-consuming because it usually involves manually searching through large book volumes and/or records on microfiche. If the record is located and a copy purchased by the applicant, no search fee is charged. However, if no record is found, or if the applicant elects not to purchase a copy, a search fee is charged. The \$2.00 increase in this fee is requested to offset the increased costs to provide the service. Moreover, the new fee will match the record search fee that is currently charged by the State. The fee change will generate \$172.00 in new revenue.

	Current	Proposed
Special Events Food License Fee		
(Event Fee covers 14 consecutive days)		
Per day, per stand up to a maximum of \$200.00	\$20.00	
Per day, per stand up to a maximum of \$420.00		\$30.00

SAMHD sanitarians inspect food stands during special events (e.g. Fiesta, Rodeo, etc.) for violations of the Food Code. Special Events Food License Permits are issued for up to 14 consecutive days per stand, per event. The current fee per stand is \$20.00 per day for the first ten (10) days. Days 11-14 (if applicable) are not charged, making the maximum total fee per stand \$200.00 for an event. This ordinance proposes to increase the daily fee to \$30.00 per stand and to charge for every day that the stand is open, a maximum total fee of \$420.00 per event. This fee change will generate an additional \$89,050.00 annually.

	Current	Proposed
Immunization Record Copy Fee	\$3.00	\$4.00

The SAMHD maintains a database of immunizations provided and collects fees for the issuance of replacement immunization records to individuals. This ordinance will increase the current fee of \$3.00 per replacement record to \$4.00. This fee change will generate an additional \$12,234.00 in new revenue.

POLICY ANALYSIS

The fee changes proposed in this ordinance follow the past City policy of adjusting license, permit and service fees to offset increased costs of providing the associated City services.

FISCAL IMPACT

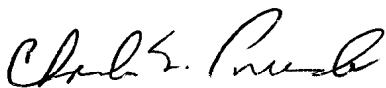
The total estimated annual increase in City revenues due to these adjustments is \$101,456.00.

COORDINATION

The City Attorney's Office, the Human Resources Department and the Finance Department have reviewed the fee changes contained in this ordinance. The Office of Management and Budget has reviewed and submitted comments.

SUPPLEMENTARY COMMENTS

Provisions of the Ethics Ordinance do not apply.



Fernando A. Guerra, MD, MPH
Director of Health



Frances A. Gonzalez
Assistant City Manager

APPROVED:



Terry M. Brechtel
City Manager