**File #:** 26-0451, **Version:** 1

## Department
County Manager

## Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*
Request approval of a Resolution of the Fulton County Board of Commissioners to approve a modification of the Fulton County Board of Health's Fees for Environmental Health Services to reduce certain fee amounts; remove certain fees; add new fees; and for other purposes. Effective 30 days from BOC approval. **(APPROVED)**

## Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*
O.C.G.A 31-3-4(a)(6) provides in part that "No fees for environmental health services may be charged unless the schedule of fees for such services has been approved by the county governing authority." These fees are collected by the Board of Health and utilized solely by the BOH.

## Strategic Priority Area related to this item *(If yes, note strategic priority area below)*
**Health and Human Services**

## Commission Districts Affected
All Districts X

## Is this a purchasing item?
No

## Summary & Background *(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

**Scope of Work:** The County Manager's Office, as a conduit for the Fulton County Board of Health to obtain the governing authority's approval required by state law, recommends approval from the Board of Commissioners of the Updated Fee Schedule for Environmental Health Services provided by the Fulton County Board of Health, as approved by the District Health Director and the Board of Health at the April 22, 2026, regular quarterly board meeting. The proposed revisions to the fee schedule include: (1) changes to Food Service fees to add new fees related to the Unsatisfactory Score Process (Intervention) and Required Additional Inspection Fee (C & U Score); (2) changes to Land Use fees to reduce the Septic Tank Contractor Certification Test with Proctoring fee; (3) changes to Public Swimming Pools fees to add new fees to re-issue Construction or Modification Permit (no changes / no review) and for Minor modification / renovation; (4) changes to Body Art fees to reduce the Body Art Exam / Re-examination Fee, remove the Body Artist License and Body Artist License Transfer Fee, and add new Temporary Body Artist Permit and Required Additional Routine Inspection and Follow up Inspection fees; and (5) changes to Miscellaneous Fees to add a new Informal Follow-

up fee. The Fulton County Board of Health's District Health Director and its Board of Directors have approved the fee schedule changes provided herein, as required by O.C.G.A. § 31-3-4(a)(6).

**Community Impact:** The Environmental Health Division recently conducted a comprehensive review of its fee schedule to ensure that charges for services are fair, consistent, and reflective of the actual cost of delivery service. Through this evaluation, it was determined that several services currently provided by Environmental Health do not have an associated fee. These services require staff time, resources, and administrative effort to complete. As a result, new fees are being added to appropriately account for these activities and ensure that program costs are equitably distributed among the services provided. In addition, several fees have been decreased where current charges exceeded the state requirement. These reductions promote consistency, fairness, and transparency for the regulated community. Overall, the addition and adjustment of fees are necessary to ensure a balanced and regionally consistent fee structure that supports Environmental Health's mission to protect public health and the environment while maintaining fiscal responsibility and operational sustainability.

**Department Recommendation:** Approve.

**Project Implications:**

**Community Issues/Concerns:**

**Department Issues/Concerns:**

**Contract Modification** (*Delete this chart only if the Requested Action is for a NEW award. Simply insert the text "**New Procurement**." If the Requested Action is for a Contract Modification ((Renewal, Amendment, Change Order, Extension, Increase Spending Authority)), the chart should remain and be completed.)*

| Current Contract History | BOC Item | Date | Dollar Amount |
|---|---|---|---|
| Original Award Amount | | | $.00 |
| 1st Renewal | | | $.00 |
| 2nd Renewal | | | $.00 |
| **Extension #1** | | | $.00 |
| Total Revised Amount | | | $.00 |

**Contract & Compliance Information** *(Provide Contractor and Subcontractor details.)*

**Exhibits Attached** *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

**Contact Information** *(Type Name, Title, Agency and Phone)*

Dr. Brandon Leftwich, Director of Environmental Health Division of Fulton County Board of Health, (770) 520-7500

## Fiscal Impact / Funding Source

### Funding Line 1:

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