



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: 1/11/2016)

## Board Clerk Use Only

Meeting Date: 6/9/16  
Agenda Item #: R.4  
Est. Start Time: 9:50 am approx.  
Date Submitted: 5/27/16

**Agenda Title:** RESOLUTION Establishing Fees, Charges, and Penalties for Chapter 21, Health, of the Multnomah County Code, and Repealing Resolution No. 2015-086

*Note: Title should not be more than 2 lines but be sufficient to describe the action requested.*

**Requested Meeting Date:** June 9, 2016 **Time Needed:** 20 minutes  
**Department:** Health **Division:** Environmental Health Services  
**Contact(s):** Kari McFarlan  
**Phone:** 503-988-9488 **Ext.** 89455 **I/O Address:** \_\_\_\_\_  
**Presenter Name(s) & Title(s):** Joanne Fuller, Health Department Director  
Jae Douglas, Environmental Health Director

## General Information

### 1. What are you requesting from the Board?

Approval of Tobacco Retail License Fees and Penalties.

### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer(s) this action affects and how it impacts the results.

This briefing will present the tobacco retail license fees and civil penalties for the Board's consideration and adoption.

On November 12, 2015, the Multnomah County Board of Commissioners passed Ordinance 1225 Amending Multnomah County Code Chapter 21 — Health — Relating to Licensing of Tobacco Retailers in Multnomah County. As directed in the Ordinance, the Health Department, through Environmental Health Services, will begin accepting applications for Tobacco Retail licenses on July 1, 2016. In order to do so, the related license fee and penalties must be approved by the Board.

The associated Tobacco Retail Licensing Advisory Committee advised the Department on the administrative rules of the licensing program. The Committee agreed to the proposed tobacco retail licensing program structure. The license fees before the Board will support the educational, inspection, and enforcement program the Advisory Committee reviewed, commented on, and agreed to during the rulemaking period.

**3. Explain the fiscal impact (current year and ongoing).**

The Tobacco Retail License fee (\$580 per license) will generate an estimated \$507,500 to cover the cost of the program.

**4. Explain any legal and/or policy issues involved.**

License fees may be used only to cover program administration costs and will not create additional program revenue. Best practices in tobacco retail licensing programs that effectively reduce illegal sales to minors include fee structures similar to the proposed structure.

**5. Explain any citizen and/or other government participation that has or will take place.**

The Tobacco Retail Licensing Advisory Committee was appointed by the Board to advise the Department on the administrative rules of the licensing program. The Advisory Committee reviewed and commented on Administrative Rules building the program that will be supported by the proposed tobacco retail licensing fees. In addition, multiple presentations before the Board included public comment about the need for fees and penalties sufficient to cover strong enforcement and to reduce illegal sales to minors.

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**Required Signature**

**Elected Official  
or Department/  
Agency Director:**

Joanne Fuller /s/

**Date:** 5/27/16

*Note: Please submit electronically. Insert names of your approvers followed by /s/ - we no longer use actual signatures. Please insert date approved for submittal.*