

BOARD OF HEALTH FOR MADISON AND DANE COUNTY
2025 BOH RES-018

**AUTHORIZING THE INCREASE OF ANNUAL FEES FOR GENERAL LICENSES AND
FOOD ESTABLISHMENT LICENSES FOR THE LICENSED ESTABLISHMENT
PROGRAM**

Public Health Madison & Dane County (Public Health) proposes a 17% increase in the annual fees for General Licenses and Food Licenses for the work performed within the Licensed Establishment program as described in the General License and Food License fee schedules attached to this resolution. This 17% increase will support the staffing levels required by our agent contract to deliver high-quality, customer-focused services while maintaining a balanced budget for the 2026-2028 licensing cycles.

Public Health is an agent for the State of Wisconsin to license and inspect retail food establishments, lodging facilities, public swimming pools, recreational and educational camps, campgrounds, beaches, body art and manufactured home communities. These activities help prevent illness and ensure public safety. This program is entirely fee supported.

An equitable sliding scale based on gross sales, previously established by Public Health, will continue to apply with this fee adjustment, reflecting our ongoing commitment to equity in program services.

NOW, THEREFORE, BE IT RESOLVED that annual establishment license fees shall be established by the Board of Health for Madison and Dane County and may be reestablished by the Board of Health for Madison and Dane County as needed, per MGO Ch 7 and Ch 9; and

BE IT FURTHER RESOLVED that the Board of Health for Madison and Dane County on behalf of Public Health Madison & Dane County authorizes approval of the 17% increase to the Public Health Madison & Dane County Licensed Establishment program for General License and Food License fee schedules, effective January 1, 2026; and

BE IT FINALLY RESOLVED that the published Public Health Madison & Dane County license fee schedules for the annual establishment license fees be publicly available at the City Clerk's Office and posted on the Department's website.

Drafted by: Stefanie Moccero, Bonnie Armstrong, and Adrienne Bonow
Introduced: 03Dec2025
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