



# COUNTY OF HUMBOLDT

For the meeting of: 2/9/2021

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File #: 21-139

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**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Consent

**SUBJECT:**  
Set Public Hearing for Adoption of Fee Updates

**RECOMMENDATION(S):**  
That the Board of Supervisors:

1. Direct the Clerk of the Board to:
  - a. Schedule a public hearing on Tuesday, Feb. 23, 2021 at 9 a.m. or as soon thereafter as the matter may be heard, for consideration of adoption of an ordinance updating the Humboldt County Schedule of Fees and Charges;
  - b. Post and publish the required pre-adoption summary of the ordinance and public hearing notice for updating the Humboldt County Schedule of Fees and Charges at least 10 days prior to the public hearing; two publications are required, with at least 5 days intervening between the dates of the first and last publication, not counting such publication dates;
  - c. Make the data and documentation supporting the new fees available for public review at least 10 days prior to the public hearing; and
  - d. Post a certified copy of the full text of the proposed ordinance in the office of the Clerk of the Board of Supervisors at least five (5) days prior to the Board meeting at which the ordinance will be adopted [Government Code Section 25124(b)(1)].

**SOURCE OF FUNDING:**  
All county funds receiving fee revenue.

**DISCUSSION:**  
Annually, county departments review their fees and charges to determine whether they are sufficient to recoup costs associated with providing services to the public. Due to shifting priorities associated with COVID-19 response, the fee schedule has not been updated since October, 2019. Government Code Sections 54986, 6062a, 66018 require that prior to adopting a resolution or ordinance approving a new fee or changing an existing fee, the Board of Supervisors provide notice of a public hearing, and then hold a public hearing at which time oral or written presentations can be made. Staff recommends scheduling this year's public hearing for Feb. 23, 2021. The requested actions complete the public notice process for that hearing.

**FINANCIAL IMPACT:**

There is no financial impact to scheduling the public hearing. If approved by the Board of Supervisors, updated fees will be incorporated into departments' budgets as appropriate.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by managing our resources to ensure sustainability of services .

**OTHER AGENCY INVOLVEMENT:**

All entities, agencies or businesses impacted by specific fees are involved.

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

Decline to direct that the notice of public hearing and proposed ordinance be posted and published. This action is not recommended, as adoption of new fees requires conduct of a properly noticed public hearing.

**ATTACHMENTS:**

Summary of Ordinance Public Hearing Notice  
Draft Fee Ordinance

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: I-1  
Meeting of: 10/1/2019  
File No.: 19-1434