



AGENDA ITEM NO.
D-12

COUNTY OF HUMBOLDT

For the meeting of: September 20, 2016

Date: August 19, 2016
To: Board of Supervisors
From: Amy S. Nilsen, County Administrative Officer *AN*
Subject: Set Public Hearing for Adoption of Fee Updates

RECOMMENDATION(S):

That the Board of Supervisors:

1. Directs the Clerk of the Board to schedule a public hearing on Tuesday, October 4, 2016, at 9:00 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;
2. Directs the Clerk of the Board to 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 (ten) days prior to the public hearing; two publications are required, with at least five (5) days intervening between the dates of the first and last publication, not counting such publication dates;
3. Directs the Clerk of the Board to have the data and documentation supporting the new fees for public review at least ten (10) days prior to the public hearing; and
4. Directs the Clerk of the Board to post a certified copy of the full text of the proposed ordinance in

Prepared by Elishia Hayes CAO Approval *Cheryl Dillingham*

REVIEW: Auditor _____ County Counsel *BA* Human Resources _____ Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
 Upon motion of Supervisor *Fennell* Seconded by Supervisor *Bass*
 Ayes *Sundberg, Fennell, Lovelace, Bohn, Bass*
 Nays _____
 Abstain _____
 Absent _____

PREVIOUS ACTION/REFERRAL:
 Board Order No. _____
 Meeting of: _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *Sept. 20, 2016*
 By: *Kathy Hayes*
Kathy Hayes, Clerk of the Board

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. Government Code Sections 54983, 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 October 4, 2016. 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.

Setting the public hearing to adopt the proposed fee schedule supports the Board's Strategic Framework by managing the county's resources to ensure sustainability of services.

OTHER AGENCY INVOLVEMENT:

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

ALTERNATIVES TO STAFF RECOMMENDATION:

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

(The summary and public hearing notice shall be published and posted at least ten (10) days prior to the public hearing, with two publications required, with at least five (5) days intervening between the dates of the first and last publication dates, and a certified copy of the full text of the proposed ordinance shall be posted in the Clerk of the Board of Supervisors Office at least five (5) days prior to the Board of Supervisors meeting at which the proposed ordinance is to be adopted.)

NOTICE OF PUBLIC HEARING
Summary of Ordinance

On Tuesday, October 4, 2016 at 9:00 a.m., or as soon thereafter as the matter may be heard in the Board of Supervisors Chambers, Courthouse, First floor, Eureka California, the Humboldt County Board of Supervisors will hold a public hearing to consider adoption of a proposed ordinance for the 2016-17 Update of the Humboldt County Fees and Charges.

The full text of the proposed ordinance is available of viewing in the Clerk of the Board of Supervisors Office, 825 Fifth Street, Suite 111, Eureka, CA 95501-1153.