



AGENDA ITEM NO.
H-5

COUNTY OF HUMBOLDT

For the meeting of: December 2, 2014

Date: November 17, 2014

To: Board of Supervisors

From: Phillip Smith-Hanes, County Administrative Officer *PSH*

Subject: Ordinance Amending Section 242-1 of the Humboldt County Code Relating to the Consolidation of the offices of Public Administrator, Coroner and Sheriff

RECOMMENDATION(S):

That the Board of Supervisors:

1. Introduce the attached Ordinance by title (Attachment 1), amending Section 242-1 of the Humboldt County Code, and waive the first reading;
2. Set the Ordinance for adoption at least one week away;
3. Direct the Clerk of the Board to publish the pre-adoption summary of the Ordinance (Attachment 2), and to post a certified copy of the full text of the proposed Ordinance in the office of the Clerk of the Board, both publication and posting to be done at least five (5) days prior to the Board meeting at which the Ordinance will be adopted. [Government Code Section 25124 (b)(1)]; and
4. Direct the Clerk of the Board, within 15 days after adoption of the Ordinance, to publish a post-adoption summary of the ordinance (Attachment 3) with the names of the Supervisors voting for and against the Ordinance, and to post in the office of the Clerk of the Board a certified copy of

Prepared by Phillip Smith-Hanes CAO Approval *Chester Dillingham*

REVIEW: Auditor _____ County Counsel *WBC* 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 *Sundberg*

Ayes *Sundberg, Lorelace, Bohn, Fennell, Bass*

Nays _____

Abstain _____

Absent _____

PREVIOUS ACTION/REFERRAL:

Board Order No. H-3

Meeting of: 11/14/14

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

Dated: *Dec. 2, 2014*

By: *[Signature]*

Kathy Hayes, Clerk of the Board

the full text of the adopted Ordinance and amendments along with the names of those Supervisors voting for and against the Ordinance [Government Code Section 25124 (b)(1)].

SOURCE OF FUNDING: General Fund

DISCUSSION:

On November 14, 2014, your Board heard a presentation regarding the resignation of Coroner-Public Administrator Dave Parris effective January 30, 2015. At that time, your Board voted to “direct staff to return with an ordinance consolidating the elected offices of Sheriff, Coroner and Public Administrator, effective” upon Mr. Parris’ resignation. The proposed Ordinance before the Board today (Attachment 1) will result in this consolidation.

FINANCIAL IMPACT:

There is negligible financial impact to legally-required publication of the Ordinance. This can be covered by existing budget appropriations. As noted in the staff report on November 14, consolidation of offices is expected to result in a minimal cost savings to the General Fund and to open the potential for new grant revenues.

This action supports your Board’s Strategic Framework, Priorities for New Initiatives, by providing core services in ways that safeguard the public trust through managing resources to ensure the sustainability of services. Specifically, this addresses your Board’s Key Goal for 2014-15 of encouraging efforts to consolidate or share services.

OTHER AGENCY INVOLVEMENT: None.

ALTERNATIVES TO STAFF RECOMMENDATIONS: Board discretion.

ATTACHMENTS:

1. Draft Ordinance
2. Pre-Adoption Summary
3. Post-Adoption Summary

ORDINANCE NO. _____

**AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE
COUNTY OF HUMBOLDT AMENDING CHAPTER 2, DIVISION 4 OF TITLE
II TO THE HUMBOLDT COUNTY CODE RELATING TO
THE CONSOLIDATION OF THE OFFICES OF PUBLIC ADMINISTRATOR,
CORONER AND SHERIFF**

The Board of Supervisors of the County of Humboldt ordains as follows:

SECTION 1. Section 242-1 of Chapter 2 of Division 4 of Title II is hereby amended as shown on the attached page.

SECTION 2. This ordinance relates to the consolidation of the offices of public administrator, coroner and sheriff as permitted by Section 24304 (v) of the California Government Code. This ordinance shall take effect and be in force thirty (30) days from and after its passage, but shall not be operative as to the duties of the offices affected until the vacation of office by the current coroner-public administrator. A summary shall be published at least five (5) days before the date set for adoption and again fifteen (15) days after passage of this ordinance. It shall be published once with the names of the Board of Supervisors voting for and against the ordinance in a newspaper of general circulation published in the County of Humboldt, State of California.

SECTION 3. This ordinance concerns organizational or administrative activities of government that will not result in direct or indirect physical changes in the environment and therefore the ordinance is not a "project" subject to the California Environmental Quality Act (CEQA) as defined in Title 14 of the California Code of Regulations, Section 15378(b)(5).

Attachment 1

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2014.

AYES: Supervisors--
NOES: Supervisors--
ABSENT: Supervisors--

Chair of the Board of Supervisors of the
County of Humboldt, State of California

(SEAL)

ATTEST:

Kathy Hayes, Clerk of the Board of Supervisors
County of Humboldt

CHAPTER 2

CONSOLIDATION OF THE OFFICES OF PUBLIC ADMINISTRATOR,
CORONER AND SHERIFF OF HUMBOLDT COUNTY

242-1. CONSOLIDATION OF OFFICES.

~~The Public Administrator of the County of Humboldt shall be elected at each general election and shall be the ex officio Coroner thereof. (Ord. 94, § 1, 1/15/05)~~
The County offices of Public Administrator, Coroner and Sheriff, respectively, are consolidated into one office known as Sheriff-Coroner-Public Administrator of the County; the duties of which, including those performed in ex officio capacity, shall be performed by one person elected to such office in the manner prescribed by law. Whenever the term "Sheriff" or "Coroner" and "Public Administrator" appear in this code, it shall be construed to mean Sheriff-Coroner-Public Administrator. (Ord. __, § __, __/__/14)

SUMMARY FOR PUBLICATION PRIOR TO ADOPTION OF ORDINANCE

(The summary shall be published and a certified copy of the full text of the proposed ordinance shall be posted in the office of the Clerk of the Board of Supervisors at least five (5) days prior to the Board of Supervisors meeting at which the proposed ordinance is to be adopted.)

SUMMARY

On December 9, 2014, at its regularly scheduled Board meeting, the Humboldt County Board of Supervisors will consider for adoption a proposed ordinance amending Chapter 2 of Division 4 regarding Consolidation of the Offices of Public Administrator, Coroner and Sheriff to Title II of the Humboldt County Code.

The text of the proposed ordinance is available from the Clerk of the Board, Room 111, 825 Fifth Street, Eureka, CA.

SUMMARY FOR PUBLICATION AFTER ADOPTION OF ORDINANCE

(The summary shall be published within fifteen (15) days after the adoption of the ordinance.)

SUMMARY

On December 9, 2014, the Humboldt County Board of Supervisors adopted Ordinance No. _____ amending Chapter 2 of Division 4 regarding Consolidation of the Offices of Public Administrator, Coroner and Sheriff to Title II of the Humboldt County Code.

A copy of the ordinance is posted in the office of the Clerk of the Board of Supervisors.

The votes were:

AYES:

NOES:

ABSENT: