



AGENDA ITEM NO.  
**C-6**

# COUNTY OF HUMBOLDT

For the meeting of: September 19, 2017

Date: September 6, 2017

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 3, 2017 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 *[Signature]*

REVIEW: Auditor \_\_\_\_\_ County Counsel *[Signature]* Human Resources \_\_\_\_\_ Other \_\_\_\_\_

TYPE OF ITEM:

Consent

Departmental

Public Hearing

Other \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**

Upon motion of Supervisor *Wilson* Seconded by Supervisor *Sundberg*

Ayes *Wilson, Fennell, Sundberg, Bass, Bahn*

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: September 19, 2017

By: *[Signature]*

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 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 October 3, 2017. 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  
Fee Ordinance

(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 3, 2017 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 2017-18 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.

ATTACHMENT IV

ORDINANCE NO \_\_\_\_\_

ORDINANCE AMENDING AND UPDATING THE HUMBOLDT COUNTY  
SCHEDULE OF FEES AND CHARGES FOR PERMITS AND SERVICES  
OF THE VARIOUS HUMBOLDT COUNTY DEPARTMENTS

WHEREAS, the Board of Supervisors finds that, to the greatest extent possible, users' fees, when allowed by law, should cover the cost of providing services; and

WHEREAS, the various County departments, in conjunction with the Auditor-Controller's Office, audit and calculate the cost of providing the various permits and services of the department; and

WHEREAS, the fees and charges adopted hereby are based upon the cost of permit processing and providing services to users.

NOW, THEREFORE, the Board of Supervisors of the County of Humboldt ordains as follows:

SECTION 1. Ordinance No. 2562 is hereby amended to include the proposed charges and fees listed in the "2017-18 Humboldt County Schedule of Fees and Charges," and attachments thereto, on file with the Clerk of the Board. Said fees and charges are hereby adopted. Any conflict between the prior provisions of Ordinance No. 2562 and the "2017-18 Humboldt County Schedule of Fees and Charges" shall be resolved in favor of the latter.

SECTION 2. All other filing, permits and users' fees and charges for the activities of various County departments as adopted in Ordinance No. 2562 shall continue in force and

effect. In the event that a court of competent jurisdiction invalidates any fee or charge contained in the "2017-18 Humboldt County Schedule of Fees and Charges," the equivalent fee or charge as established by Ordinance No. 2562 shall be deemed to be reinstated.

SECTION 3. This ordinance shall become effective on November 6, 2017, with the exception of Building and Planning fees which will become effective 60 days after adoption.

SECTION 4. The Board of Supervisors hereby authorizes the Clerk of the Board to publish a summary of this ordinance pursuant to Government Code Section 25124(b)(1).

PASSED, APPROVED AND ADOPTED this third day of October, 2017, on the following vote, to wit:

Adopted on motion by Supervisor \_\_\_\_\_, second by Supervisor \_\_\_\_\_ and the following vote.

AYES: Supervisors:  
NOES: Supervisors:  
ABSENT: Supervisors:  
ABSTAIN: Supervisors:

\_\_\_\_\_  
Chair of the Board of Supervisors of the  
County of Humboldt, State of California.

(SEAL)

ATTEST:

KATHY HAYES  
Clerk of the Board

\_\_\_\_\_  
Clerk of the Board of Supervisors of the  
County of Humboldt, State of California.