



COUNTY OF HUMBOLDT

AGENDA ITEM NO.  
**K-1**

For the meeting of: October 4, 2015

Date: September 13, 2015  
To: Board of Supervisors  
From: Amy S. Nilsen, County Administrative Officer *AN*  
Subject: Public Hearing to Consider Adoption of an Ordinance for the 2016-17 Update of the Humboldt County Schedule of Fees and Charges (4/5 vote)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Open the public hearing;
2. Introduce by title, Ordinance No. *2562* (Attachment IV), updating the Humboldt County Schedule of Fees and Charges for 2016-17, waive the first reading of the ordinance;
3. Receive the staff report and public comments;
4. Approve and/or modify the new, increased, decreased, deleted or changed fees, as shown in the 2016-17 Humboldt County Schedule of Fees and Charges (Attachment I);
5. Adopt the Ordinance;

Prepared by Elishia Hayes

CAO Approval *Cheryl D. Nilsen*

REVIEW: Auditor *MBM* County Counsel *BA* Human Resources \_\_\_\_\_ Other \_\_\_\_\_

TYPE OF ITEM:  
\_\_\_\_ Consent  
\_\_\_\_ Departmental  
 Public Hearing  
\_\_\_\_ Other \_\_\_\_\_

PREVIOUS ACTION/REFERRAL:

Board Order No. \_\_\_\_\_

Meeting of: \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor *Fennell* Seconded by Supervisor *Bass*

Ayes *Sundberg, Fennell, Lovelace, Bohn, Bass*  
Nays \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

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

Dated: *Oct. 4, 2016*  
By: *Kathy Hayes*  
Kathy Hayes, Clerk of the Board

6. Direct the Clerk of the Board, within 15 days, to publish a post-adoption summary of the ordinance (Attachment V) 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 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)]; and
7. Close the public hearing.

SOURCE OF FUNDING: All County Funds

DISCUSSION:

Annually, county departments review fees and charges to determine whether such fees and charges are sufficient to recoup costs associated with providing services to the public. Attachment Ia provides a comparison of the existing fees and charges to those proposed to be effective November 7, 2016. For fees that are proposed to change, calculations supporting the new charge are contained in Attachment III. For new fees, documentation detailing why the fee is being recommended by the affected department is contained in Attachment II. Primarily, the changes reflect fees that are being updated and/or clarified after review by a specific department to insure cost recovery of services to the maximum extent possible.

Government Code Sections 54986 and 66018 require that prior to adopting a resolution or ordinance approving a new fee or changing an existing fee, the Board of Supervisors hold a public hearing at which time oral or written presentations can be made.

If your Board adopts the ordinance (Attachment IV), it will be effective November 7, 2016, and the new fees will be in effect as of that date, with the exception of the Building and Planning fees, which will go into effect December 5, 2016.

FINANCIAL IMPACT:

For the most part, the revised fees reflect updating fees to current costs, the collection of which results in a net zero budget impact.

OTHER AGENCY INVOLVEMENT:

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

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could modify specific recommended fee changes, or decline to adopt a new fee schedule and leave the current fees in place. These alternatives are not recommended, as the proposed fees have been prepared by Departments to maximize cost recovery.

ATTACHMENTS:

Attachment I- 2016-17 Proposed Fee Schedules

Ia- 2016-17 Humboldt County Schedule of Fees & Charges

Ib- 261A Agriculture Commission  
Ib- 261B Agriculture Commission  
Ib- 262 Building Inspection  
Ib- 321 Road Fund- Engineering  
Ib- 411 Hazardous Materials Program  
Ib- 422 Public Health Field Nursing

Attachment II- Supporting Documentation for New Fees  
Attachment III- Supporting Documentation for Fee Changes  
Attachment IV- Draft Ordinance  
Attachment V- Summary for Publication after Adoption of Ordinance