



# COUNTY OF HUMBOLDT

## Legislation Details (With Text)

**File #:** 22-473      **Version:** 1      **Name:**  
**Type:** Informational Report      **Status:** New Business  
**File created:** 4/12/2022      **In control:** County Administrative Office  
**On agenda:** 4/19/2022      **Final action:**  
**Title:** Introduction of Ordinance Amending Humboldt County Code §§261.5-1 et seq., Regulation of Parking in Designated County Parking Lots ..end

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Staff Report, 2. Pre-Adoption Summary Regulating parking in designated county parking lots.pdf, 3. Post-Adoption Summary.pdf, 4. Ord No. 22-\_\_\_ changing HC Code 261.5 .pdf, 5. redline v.2 041422.pdf, 6. redlines v.2 041422.pdf

Date	Ver.	Action By	Action	Result
4/19/2022	1	Board of Supervisors	approved	Pass

**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Departmental

**SUBJECT:**

Introduction of Ordinance Amending Humboldt County Code §§261.5-1 et seq., Regulation of Parking in Designated County Parking Lots

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Introduce the attached Ordinance by title (Attachment 1), 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 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 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

SOURCE OF FUNDING:

General Fund (1100)

DISCUSSION:

The Department of Human Resources has identified a need to change employee parking permits from a non-transferable sticker placed on a vehicle to a transferrable parking permit hung from a vehicle's front windshield. Over time this will save the cost of staff time to print and track multiple permits for individual employees. To meet this need, a change to Humboldt County Code Title II, Division 6, Chapter 1.5, §§261.5-1 et seq, Regulation of Parking in Designated County Parking Lots, is required.

In addition, the Sheriff's Office identified a need to increase the parking penalty from \$5 for the first conviction, \$50 for the second conviction and \$100 for the third conviction in a one-year period to \$35 per conviction. This change is in line with the Sheriff parking penalties.

Should your Board adopt the amendments to Humboldt County Code §§261.5-1 et seq., the Department of Human Resources will phase out the non-transferable stickers over a six-month period.

On March 22, 1988, the Humboldt County Board of Supervisors adopted Ordinance 1825 regulating parking in designated county parking lots. This ordinance was subsequently codified as Humboldt County Code §§261.5-1 et seq.

The proposed amendments to Humboldt County Code §§261.5-1 et seq. include:

1. Section 261.5-1 Description of County Parking Lots Which Are Regulated  
Removes language in section (e) to read:  
(e) The County Parking Lot in Garberville which is located at 727 Cedar Street.
2. Section 261.5-2 Designation of Parking Spaces  
Replaces section (d) to read:  
(d) The appropriate number and location of "Accessible Parking" spaces shall be in compliance with the Americans with Disability Act (ADA) and/or California Building Code whichever is the most stringent of the two.
3. Section 261.5-9 Approval and Issuance of Parking Permits  
Updates section to read:  
All parking permits shall be approved by the County Administrative Officer or his/her designee and issued by the Director of Human Resources or his/her designee. A permanent permit must be hung from the rearview mirror of the vehicle so as to be in plain sight through the windshield. A temporary permit must be placed so as to be readily visible hanging from the rearview mirror of the vehicle. Temporary permits shall be dated and shall specify the duration of the parking assignment.
4. Section 261.5-10, Surrender of Permits  
Updates section to read:  
Any person issued a permanent permit who, at the time of ceasing to be a public officer, employee, or commission member, has in his or her possession an unexpired permit which has been issued hereunder shall remove such permit from his or her vehicle and surrender it to the Director of Human Resources or his/her designee.
5. Section 261.5-13 Penalty; County Parking Lots

Updates section to read:

It shall be unlawful and an infraction for any person to park a vehicle in the County parking lots and off-street parking area referred to in Section 261.5-1 in violation of the provisions of this chapter. Every person convicted of such infraction shall be penalized Thirty-Five Dollars (\$35.00) for each conviction.

6. Section 261.5-14 Enforcement

Updates section to read:

The provisions of this chapter shall be enforced by any law enforcement department having enforcement jurisdiction, or by the CAO or his/her designee. Any vehicle parked in violation of the provisions of this chapter may be cited and/or removed by such law enforcement department, or by the CAO or his/her designee. Removal of vehicles pursuant to this chapter shall be in accordance with the procedure prescribed in §§ 22850-22856 of the California Vehicle Code, and at the owner's expense.

The amendments to the ordinance become effective on the 31st day after approval.

FINANCIAL IMPACT:

Staff anticipates little or no financial impact to your Board from adopting the amendments to Humboldt County §§ 261.5-1 et seq, Regulation of Parking in Designated County Parking Lots. The new cost of printing the hanging permits and tracking those is more than offset by the cost to track multiple parking permits under the existing permit system. The Department of Human Resources has included the expense of parking permits in its Fiscal Year 2021-22 budget in 1100130. Revenues from changes to the parking penalty are unknown at this time but will be recognized by the Sheriff Office budget.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by streamlining county permit processes .

OTHER AGENCY INVOLVEMENT:

Humboldt County Sheriff Office  
Humboldt County Public Works  
Humboldt County Human Resources

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion.

ATTACHMENTS:

1. Pre-Adoption Summary
2. Post Adoption Summary
3. Draft Ordinance
4. Chapter 1.5 Redline

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: 03/22/1988, 11/06/2001, 06/20/2006

File No.: N/A