



COUNTY OF HUMBOLDT

For the meeting of: 12/12/2023

File #: 23-1559

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Public Hearing

Vote Requirement: 4/5th

SUBJECT:

Public Hearing to Consider Adoption of an Ordinance Amending and Updating the Humboldt County Schedule of Fees and Charges for Permits and Services of the Various Humboldt County Departments (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Open the public hearing;
2. Introduce the attached ordinance amending and updating the Humboldt County Schedule of Fees and Charges for permits and services of the various Humboldt County departments and waive the first reading thereof;
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 2024 Humboldt County Schedule of Fees and Charges;
5. Adopt the attached ordinance amending and updating the Humboldt County Schedule of Fees and Charges for permits and services of the various Humboldt County departments (4/5 vote required);
6. Direct the Clerk of the Board, within fifteen 15 days after adoption of the attached ordinance, to publish a post-adoption summary of the ordinance (Attachment IV) with the names of the Supervisors voting for and against the Ordinance, and to post in the office of the Clerk of the Board of Supervisors 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 of Humboldt funds

DISCUSSION:

Annually, County of Humboldt 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 1a provides a comparison of the existing fees and charges to those to be effective January 15, 2024. For new fees or those that are proposed to change, calculations supporting the new charge are contained in Attachment 2. Primarily, the changes reflect fees are that being updated and/or clarified after review by the appropriate department to ensure cost recovery of services to the maximum extent possible.

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

If the Board adopts the attached ordinance amending and updating the Humboldt County Schedule of Fees and Charges for permits and services of the various Humboldt County departments, it will be effective January 15, 2024, 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 on February 12, 2024.

FINANCIAL IMPACT:

The revised fees reflect updated fees to current costs, the collection of which results in a net zero budget impact.

STAFFING IMPACT:

Adoption of the attached ordinance amending and updating the Humboldt County Schedule of Fees and Charges for permits and services of the various Humboldt County departments will allow departments to collect sufficient fee revenue to cover staffing costs and maintain fee-funded staff.

STRATEGIC FRAMEWORK:

The recommended actions support the following areas of the Board of Supervisors' Strategic Framework:

Core Roles: N/A

New Initiatives: Manage our resources to ensure sustainability of services

Strategic Plan: N/A

OTHER AGENCY INVOLVEMENT:

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

ALTERNATIVES TO STAFF RECOMMENDATIONS:

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

ATTACHMENTS:

1. 2024 Proposed Fee Schedules
 - 1b - 2024 Humboldt County Schedule of Fees & Charges
 - 1b - 261 Agricultural Commission

- 1b - 262 Building Inspection
- 1b - 321 Road Fund- Engineering
- 1b - 411 Hazardous Materials Program
- 1b - 416 Public Health - Field Nursing
- 1b - 422 Public Health - Clinic Services
- 2. Supporting Documentation for New and Changed Fees
- 3. Draft Fee Ordinance
- 4. Post Adoption Summary

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: 11/28/2023

File No.: 23-1373