

BOARD OF SUPERVISORS

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Chair - First District  
MICHELLE BUSHNELL  
Vice Chair - Second District  
MIKE WILSON  
Third District  
NATALIE ARROYO  
Fourth District  
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County Administrative Officer  
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Interim County Counsel  
KATHY HAYES  
Clerk of the Board

BOARD OF SUPERVISORS  
COUNTY OF HUMBOLDT  
825 FIFTH STREET  
EUREKA, CA 95501  
SUPERVISORS' CHAMBER, FIRST FLOOR

ACTION SUMMARY

Tuesday, March 12, 2024

9:00 AM

Regular Meeting - Hybrid

**A. ROLL CALL**

Present: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson,  
Supervisor Natalie Arroyo, and Supervisor Steve Madrone

**B. SALUTE TO THE FLAG**

**C. MODIFICATIONS TO THE AGENDA**

***J. DEPARTMENT REPORTS***

**Planning and Building Department**

24-78

2. Petition to Authorize Processing an Amendment to the Zoning Ordinance to Create a Private Land Intentional Community Shelter Program

**Recommendation:** That the Board of Supervisors:

1. Consider the proposed amendments as part of the departmental agenda; and
2. Adopt the attached resolution (Attachment 1) to find this petition is not in the public interest and reject the petition; and
3. Direct the Clerk of the Board to give notice of the decision to any interested parties.

***At the request of the department and By Order of the Chair, this item was removed from the agenda.***

**D. CONSENT CALENDAR**

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve the Consent Calendar. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

**Assessor****24-315**

1. Approval of Exception to the Hiring Freeze for 2.0 Full-Time Equivalents (FTEs) for the Assessor

**Recommendation:** That the Board of Supervisors:

1. Approve an exception to the hiring freeze to hire 1.0 FTE Appraisal Technician (Class 0642) in Fiscal Year (FY) 2023-24; and
2. Approve an exception to the hiring freeze to hire 1.0 FTE Property Transfer Assistant (Class 0316) in Fiscal Year (FY) 2023-24.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

**Auditor/Controller****24-271**

2. Distribution of Excess Proceeds from the Tax Auction of May 2022

**Recommendation:** That the Board of Supervisors:

1. Approve the distribution of excess proceeds resulting from the May 2022 public auction of parcels listed on Attachment 1 to the claimants and in the amounts listed for each parcel; and
2. Direct the Clerk of the Board to provide the Humboldt County Auditor-Controller's Office with one (1) fully executed certified copy of the Board Order related to this item.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

**Board of Supervisors****24-234**

3. Proclaim March 16, 2024, as Eureka Lodge #1274 Centennial Day and Congratulate the Eureka Order of the Sons and Daughters of Italy on its 100th Anniversary

**Recommendation:** That the Board of Supervisors:

1. Authorize the Chair to sign the proclamation

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

[24-298](#)

4. Fortuna Chamber of Commerce Award Recognition Certificates

**Recommendation:** That the Board of Supervisors:  
1. Ratify the Chair's signature on the Certificates of Recognition.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

[24-299](#)

5. National Surveyor's Week Proclamation

**Recommendation:** That the Board of Supervisors:  
1. Adopt the proclamation.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

[24-304](#)

6. Certificates of Recognition for the Eel River Valley Soroptimist Winners

**Recommendation:** That the Board of Supervisors:  
1. Ratify the Chair's signature.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

[24-306](#)

7. Proclamation Honoring March 19, 2024, as Two-Spirit Day of Recognition

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the proclamation.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

[24-307](#)

8. Proclaim March as Women's History Month

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the Proclamation.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

24-318

9. Certificates of Recognition for the Humboldt Bay Soroptimist Winners

**Recommendation:** That the Board of Supervisors:  
1. Ratify the Chair's signature.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

Clerk of the Board

24-305

10. Notice of At-Large Vacancy on the Humboldt County Headwaters Fund Board

**Recommendation:** That the Board of Supervisors:  
1. Receive and file the vacancy notice.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

County Clerk/Recorder/Registrar of Voters

24-269

11. Agreement with Kofile Technologies, Inc. for Archive Restoration, Preservation and Data Conversion Services and Supplemental Budget Request for Recorder - Record Conversion (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:  
1. Authorize the county Clerk/Recorder to execute a Professional Services Agreement by and between Kofile Technologies, Inc. and the county Clerk/Recorder;  
2. Authorize the county Clerk/Recorder or their designee to execute contract amendments and minor modifications not to exceed \$25,000 (in aggregate) and/or modify the contract term and /or services within the current or revised fiscal provisions after approval from County Counsel, County Administrative Office and Risk Management; and  
3. Approve the Supplemental Budget request in the amount of \$1,334,414.00 for the Recorder-Record Conversion budget, 1310267 (4/5/ Vote Required).

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

**Department of Health and Human Services: Behavioral Health**

24-215

12. Resolution of the Board of Supervisors of the County of Humboldt to Designate the Joint Conference Committee as the Governing Body of Sempervirens Psychiatric Health Facility

**Recommendation:** That the Board of Supervisors:  
1. Adopt Resolution of the Board of Supervisors of the County of Humboldt to Designate the Joint Conference Committee as the Governing Body of Sempervirens Psychiatric Health Facility

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

**Human Resources**

24-251

13. Reclassification of 1.0 Full-time Equivalent (FTE) Senior Fiscal Assistant to 1.0 FTE Fiscal Officer

**Recommendation:** That the Board of Supervisors:  
1. Approve the reallocation of 1.0 full-time equivalent (FTE) Senior Fiscal Assistant (class # 0124, salary range 379, position 01) in Fund 1100, Budget Unit (BU) 234, to 1.0 FTE Fiscal Officer (class # 0185, salary range 451, position 01) effective the pay period following board approval;  
2. Approve the reclassification of Jill Haworth from 1.0 FTE Senior Fiscal Assistant (class # 0124, salary range 379, position 01) in Fund 1100, BU 234, to 1.0 FTE Fiscal Officer (class # 0185, salary range 451, position 01) effective the pay period following board approval

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

24-292

14. Position Allocation Modification for the County Administrative Office - Management and Budget Team

**Recommendation:** That the Board of Supervisors:

1. Approve the reallocation of the vacant 1.0 Full Time Equivalent (FTE) Senior Administrative Analyst (classification # 0605C, salary range 509) in Fund 1100, Budget Unit 103 to 1.0 FTE Administrative Services Manager (classification # 0775, salary range 512) in Fund 1100, Budget Unit 103.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

### **Planning and Building Department**

#### 24-256

15. Supplemental Budget in the Amount of \$47,676 for Completion of Work Associated with Community Development Block Grant (CDBG) for Providence Health & Services Redevelopment of Humboldt Inn into Mother Bernard House Supportive Housing (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:

1. Approve the supplemental budget (Attachment 1) for Humboldt Inn/Mother Bernard House (budget unit 1100282134) in the amount of \$47,676. (4/5 Vote Required)

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

#### 24-275

16. Determination of Public Convenience for Issuance of a Type 40 Alcoholic Beverage License to Hardeep & Sons, Owner/Operator of the Lighthouse Miniature Golf Facility in Manila

**Recommendation:** That the Board of Supervisors:

1. Adopt the resolution (Resolution 24- ). (Attachment 1) which does the following:
  - a. Determines that the issuance of a Type 40 alcoholic beverage license to Hardeep & Sons, owner/operator of the Lighthouse Miniature Golf facility, is a public convenience.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

#### 24-295

17. Belknap General Plan Amendment and Zoning Reclassification Petition

- Recommendation:** That the Board of Supervisors:
1. Accept the petition and adopt the attached resolution (Attachment 1) based on the findings in the staff report; and
  2. Direct the Clerk of the Board to give notice of the decision to the applicant and any other interested party.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

- Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

### **Probation**

#### 24-231

18. Memorandum of Understanding between Humboldt County Probation Department and Department of Health and Human Services, Humboldt Bridges to Success (HBTS) Program and Supplemental Budget in the Amount of \$255,000 for the Juvenile Justice Crime Prevention Act Budget Unit (1100-202) (4/5th Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Approve and authorize Chief Probation Officer, Coral Sanders, and Director, Connie Beck, to execute, the attached Memorandum of Understanding for the funding 2.0 FTEs Mental Health Clinicians for the Humboldt Bridges to Success program;
  2. Authorize the Chief Probation Officer, Coral Sanders, and Director, Connie Beck to execute any and all subsequent amendments to the attached Memorandum of Understanding after review and approval by County Counsel, Risk Management, and the County Administrative Office; and
  3. Approve the attached supplemental budget for Probation budget unit 202 in the amount of \$255,000.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

- Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

### **Public Works**

#### 24-261

19. Authorization for the Humboldt County Department of Public Works to Accept and Administer Funding Made Available through the Governor's Office of Planning and Research Regional Resilience Grant Program, on Behalf of the North Coast Resource Partnership.

**Recommendation:** That the Board of Supervisors:

1. Authorize the Humboldt County Public Works Director, or a designee thereof, to be the authorized Grantee representative and signatory, authorized to, with approval, where applicable, from County Counsel, County Administrative Office and Risk Management, execute a grant agreement and any subsequent amendments with the Governor's Office of Planning and Research and any other documents, including, without limitation, professional services and partnership agreements, necessary to accept and administer funding made available through the Regional Resilience Grant Program.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

24-273

20. Humboldt County Probation Building Fire Reconstruction Project, Change Order Number: 4.0, Project Number 170212F

**Recommendation:** That the Board of Supervisors:

1. Approve and authorize the Public Works Director to execute, Change Order Number 4.0 for a total cost increase of \$23,421.13 and a time extension of seven (7) calendar days;

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

24-329

21. Authorization for the Public Works Deputy-Director for Environmental Services to Make a Recommendation to the Eel-Russian Project Authority Regarding Diversion Facility Modifications at Cape Horn Dam

**Recommendation:** That the Board of Supervisors:

1. Authorize the Public Works Deputy-Director for Environmental Services to make a recommendation to the Eel-Russian Project Authority regarding the preferred design alternative for diversion facility modifications at Cape Horn Dam.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

### Sheriff

24-260

22. Agreement with Recology Humboldt County for Emergency Collection Services and Debris Removal



**Recommendation:** That the Board of Supervisors:  
1. Approve and authorize the Sheriff to sign the Memorandum of Understanding with Recology Humboldt County for emergency collection services and debris removal

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

24-283

23. Advanced Salary Step Request for Michael Hnilo, Deputy Coroner-Public Administrator (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:  
1. Approve the advanced step increase for Michael Hnilo, Deputy Coroner-Public Administrator (Class 0445, Range 459) in budget unit 1100-221400 Coroner Office from salary step A to salary step B, effective back to his promotion date to the Sheriff's Office on December 24, 2023 (4/5 Vote Required).

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried with the following vote:*

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

**E. ITEMS PULLED FROM CONSENT**

**F. PUBLIC COMMENT ON NON-AGENDA ITEMS**

**G. MATTERS SET FOR TIME CERTAIN**

**H. PUBLIC HEARINGS**

**Planning and Building Department**

24-236

1. Revocation of a Special Permit for 23,616 Square Feet of New Outdoor Commercial Cannabis Cultivation

- Recommendation:** That the Board of Supervisors:
1. Open the public hearing and receive the staff report, testimony by the permit holder (also referenced herein as applicant) and testimony from the public on any of the additionally submitted information; and
  2. Close the public hearing; and
  3. Adopt the resolution (Attachment 1) which does the following:
    - a. Finds that the permit has been exercised contrary to the terms or conditions of approval; and
    - b. Revokes the Special Permit pursuant to Section 312-14 of the Humboldt County Code.
  4. Direct the Clerk of the Board to give notice of the decision to the appellant, the Planning and Building Department, and any other interested party.

**A motion was made by Supervisor Bohn, seconded by Supervisor Arroyo, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

24-255

2. Revocation of a Conditional Use Permit for an Existing 23,693 Square Foot (SF) Outdoor Cannabis Cultivation Operation with Appurtenant Propagation Area and Proposed Processing Facility

- Recommendation:** That the Board of Supervisors:
1. Open the public hearing and receive the staff report, testimony by the permit holder (also referenced herein as applicant) and testimony from the public on any of the additionally submitted information;
  2. Close the public hearing;
  3. Adopt the resolution (Attachment 1) which does the following:
    - a. Finds that the permit has been exercised contrary to the terms or conditions of approval, and that the use for which the permit has been granted has been conducted as to be a public nuisance; and
    - b. Revokes the Conditional Use Permit pursuant to Section 312-14 of the Humboldt County Code.
  4. Direct the Clerk of the Board to give notice of the decision to the appellant, the Planning and Building Department, and any other interested party.

**A motion was made by Supervisor Arroyo, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

**I. MATTERS INITIATED BY BOARD**

**J. DEPARTMENT REPORTS**

**County Administrative Office**

24-272

1. Approval of the 2024-28 Humboldt County Strategic Plan

- Recommendation:** That the Board of Supervisors:
1. Approve the 2024-28 Humboldt County Strategic Plan; and
  2. Provide other direction as desired.

**A motion was made by Supervisor Wilson, seconded by Supervisor Arroyo, to approve staff recommendations. The motion carried by the following vote:**

- Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

### Public Works

#### 24-227

### 3. Utility Payment Options for County Owned Veterans Memorial Halls

- Recommendation:** That the Board of Supervisors:
1. Receive a report on utility payments at county owned Veterans Memorial Halls;
  2. Consider options for increasing stipend payments for Veterans Memorial Halls; and
  3. Direct staff to proceed accordingly.

**A motion was made by Supervisor Arroyo, seconded by Supervisor Wilson, to approve staff recommendations as amended below:**

**1. Direct staff to enter into new agreements with the Veteran Memorial Halls to include either option A or B as listed below:**

**A. Public Works will manage and pay utility costs directly for each Veterans Hall. Staff will track annual costs to budget accordingly. Requires a supplemental budget of \$34,313 for FY23-24;**

**B. Veterans continue management of utility accounts, costs for FY23-24 are established based on actual costs, to be adjusted annually in the future based on CPI. Requires a supplemental budget of \$34,313 for FY23-24; and**

**2. Direct staff to bring back a supplemental budget item to address the stipend in the current year.**

**The motion carried by the following vote:**

- Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

#### 24-310

### 4. Resolution for the Temporary Employment of Retired Annuitant (4/5 Vote Required).

- Recommendation:** That the Board of Supervisors:
1. Adopt the attached resolution authorizing an exception to the 180-day wait period of the California Public Employees Retirement System (CalPERS).

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

- Aye: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

## K. CLOSED SESSION

## L. ADJOURNMENT

I, NIKKI TURNER, Deputy Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct original record of the above-entitled meeting of the Humboldt County Board of Supervisors held in Eureka California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.

NIKKI TURNER

Deputy Clerk of the Board of Supervisors of the County of Humboldt, State of California.



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03/12/2023