

BOARD OF SUPERVISORS

REX BOHN
Chair - First District
MICHELLE BUSHNELL
Vice Chair - Second District
MIKE WILSON
Third District
NATALIE ARROYO
Fourth District
STEVE MADRONE
Fifth District



COUNTY STAFF

ELISHIA HAYES
County Administrative Officer
SCOTT MILES
Interim County Counsel
TRACY DAMICO
Clerk of the Board

**BOARD OF SUPERVISORS
COUNTY OF HUMBOLDT**

**825 FIFTH STREET
EUREKA, CA 95501**

SUPERVISORS' CHAMBER, FIRST FLOOR

ACTION SUMMARY

Tuesday, December 17, 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

D. CONSENT CALENDAR

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve 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

24-1600

1. Agreement with Harold W. Bertholf, Inc. in the Amount of \$42,500 for Petroleum Property Appraisal Services

Recommendation: That the Board of Supervisors:
1. Approve the agreement with Harold W. Bertholf, Inc. in the amount of \$42,500 for Petroleum Property Appraisal Services for 2025 and 2026 and authorize the Assessor to execute the agreement.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

25-45

3. Comment Letter on Draft Potential Updates to the Water Quality Control Plan for the San Francisco Bay/Sacramento-San Joaquin Delta Watershed (Bay-Delta Plan)

Recommendation: That the Board of Supervisors:
1. Authorize the Chair of the Board to sign the attached comment letter (Attachment 1) for submittal by Public Works to the State Water Resources Control Board.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

25-33

5. Updated Appointment List of Board Members to Various Boards, Commissions and Committees for the 2025 Calendar Year and Acceptance of the Updated Ad Hoc Committee List

Recommendation: That the Board of Supervisors:
1. Receive and file the updated appointment list and Ad Hoc committee list for the 2025 calendar year.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

25-42

6. Submittal of Supervisors' Monthly Expense Report on Meetings Pursuant to Government Code Section 53232.3(d)

Recommendation: That the Board of Supervisors:
1. Receive and file the report.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

25-43

7. Approval of the Action Summary - Meeting of December 10, 2024

Recommendation: That the Board of Supervisors:

1. Approve the Action Summary for the meeting of December 10, 2024, and authorize the Clerk of the Board and the Board Chair to sign the Minute Book in accordance with California Governmental Code Section 25103.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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 Administrative Office

[24-1652](#)

8. Agreements with California Department of Tax & Fee Administration to Administer Measure O

Recommendation: That the Board of Supervisors:

1. Approve the attached resolution (Attachment 3) authorizing the County Administrative Officer (CAO), or designee thereof, to execute agreements with the California Department of Tax and Fee Administration (CDTFA) for implementation of a local transactions and use tax (Attachments 1 and 2); and
2. Approve the attached resolution (Attachment 4) authorizing:
 - a. The CAO to designate county officers and employees to examine confidential sales or transactions and use tax records; and
 - b. Hinderliter De Llamas and Associates to examine confidential sales or transactions and use tax records.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

[24-1664](#)

9. Extension of Extra Help Hours for the County Administrative Office, ADA Compliance Team 3225152 (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Authorize the extension of extra-help employment hours for Administrative Analyst I, Melina McKenna, to a maximum of 1920 hours for Fiscal Year (FY) 2024-25 (4/5 Vote Required).

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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 Counsel

[24-1661](#)

10. Annual Resolutions Authorizing the New Chair and Vice-Chair of the Board of Supervisors for 2025 to Take Any and All Actions Necessary to Act as Chair and Vice-Chair

Recommendation: That the Board of Supervisors:

1. Adopt the attached resolutions authorizing the new Chair, Michelle Bushnell and Vice-Chair, Mike Wilson of the Board of Supervisors to take any and all actions necessary to act as Chair and Vice-Chair, including, without limitation, execution of necessary documents related to financial transactions, acceptance of grants of real property and execution of resolutions of the Board of Supervisors; and
2. Direct the Clerk of the Board to provide the County Counsel's Office with one (1) fully executed, certified copy of each of the attached resolutions for further processing.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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: Administration

[24-1630](#)

11. Approval of an Exception to the Hiring Freeze to Hire One Full Time Equivalent (FTE) in the Administrative Services Officer Classifications for the Social Services Administration Branch of the Department of Health & Human Services (DHHS)

Recommendation: That the Board of Supervisors:

1. Provide an exception to the hiring freeze to fill and begin recruitment for the position of Administrative Services Officer (Class 0776, Salary Range 463).

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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: Public Health

[24-1628](#)

12. Approve Donation of Air Kit 4 Bicycle Pump to Eureka City Schools, Alice Birney Elementary

Recommendation: That the Board of Supervisors:

1. Authorize the Department of Health and Human Services (DHHS) Public Health Director, or a designee thereof, to donate an Air Kit 4 Bicycle Pump to Eureka City Schools, Alice Birney Elementary; and
2. Direct the Clerk of the Board to provide DHHS Public Health with one fully executed certified copy of the Board order related to this item.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

24-1637

13. Memorandum of Understanding (MOU) Template to Provide Environmental Health Services for Incorporated Cities Within Humboldt County

Recommendation: That the Board of Supervisors:

1. Approve the MOU template to offer new, or updated, agreements for Department of Health and Human Services (DHHS), Public Health (PH), Division of Environmental Health (DEH) services within incorporated cities of Humboldt County; and
2. Authorize the Director of Public Health, or a designee thereof, to execute individual agreements, tailored to each city, upon review and approval of the County Administrative Office, County Counsel and Risk Management; and
3. Authorize the Director of Public Health, or a designee thereof, to sign minor amendments and supplemental documents directly related to the MOUs upon approval of the County Administrative Office, County Counsel and Risk Management.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

District Attorney25-46

14. Acceptance of Grant Funding Made Available by the California Department of Insurance through the Workers' Compensation Insurance Fraud Program and Supplemental Budget Approval (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Adopt the attached resolution which authorizes the Humboldt County District Attorney, or a designee thereof, to execute any and all agreements, amendments, certifications, attestations, and other documents necessary to secure, accept and reapply for grant funding made available by the California Department of Insurance through the Workers' Compensation Insurance Fraud Program; and
2. Approve the attached supplemental budget for District Attorney budget unit 1100-205 (4/5 Vote Required); and
3. Direct the Clerk of the Board to return one (1) fully executed, certified copy of the attached resolution to the District Attorney's Office for submission to the California Department of Insurance.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

25-47

15. Acceptance of Grant Funding Made Available by the California Department of Insurance through the Automobile Insurance Fraud Program and Supplemental Budget Approval (4/5 Vote

Required)

- Recommendation:** That the Board of Supervisors:
1. Adopt the attached resolution which authorizes the Humboldt County District Attorney, or a designee thereof, to execute any and all agreements, amendments, certifications, attestations and other documents necessary to secure, accept and reapply for grant funding made available by the California Department of Insurance through the Automobile Insurance Fraud Program; and
 2. Approve the attached supplemental budget for District Attorney budget unit 1100-205 (4/5 Vote Required); and
 3. Direct the Clerk of the Board to return one (1) fully executed, certified copy of the attached resolution to the District Attorney's Office for submission to the California Department of Insurance

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

24-1602

16. Revisions to Limited English Proficiency Policy in Compliance with California Government Code Section 7299.7

- Recommendation:** That the Board of Supervisors:
1. Approve revisions to the Humboldt County Limited English Proficiency Policy, ensuring compliance with California Government Code Section 7299.7; and
 2. Adopt resolution regarding revisions to the Humboldt County Limited English Proficiency Policy.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

25-21

17. Adoption of the Compensation Schedule to Implement 2025 California Minimum Wage

Recommendation: That the Board of Supervisors:

1. Adopt the Compensation Schedule effective December 22, 2024 (Attachment 1); and
2. Approve the revised salary ranges as follows, effective December 22, 2024:
 - * Medical Office Assistant I/II (classification # 0574A/B), from salary ranges 338/349 to salary ranges 341/351, effective the pay period following board approval; and
 - * Building Maintenance Custodian (classification # 0268), from salary range 339 to salary range 341, effective the pay period following board approval; and
 - * Recordable Documents Examiner I (37.5) (classification # 0155A), from salary range 325 to salary range 328, effective the pay period following board approval; and
 - * Recordable Documents Examiner I/II (classification # 0155A/B), from salary ranges 338/348 to salary ranges 341/351, effective the pay period following board approval; and
 - * Animal Shelter and Care Attendant I (classification # 0440A), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Assessment Technician I (classification # 0172A), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Child Care Worker (classification # 1732), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Child Support Assistant I (MSS) (classification # 0366A), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Custodian (classification # 0276), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Senior Custodian (classification # 0366A), from salary range 348 to salary range 351, effective the pay period following board approval; and
 - * Election Worker (classification # 0191), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Election Worker - Rover (classification # 0192), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Fiscal Assistant I (classification # 0177A), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Laborer (classification # 0266), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Legal Clerk I/II (classification # 0351A/B), from salary ranges 338/348 to salary ranges 341/351, effective the pay period following board approval; and
 - * Legal Office Assistant I/II (classification # 0178A/B), from salary ranges 338/348 to salary ranges 341/351, effective the pay period following board approval; and
 - * Library Assistant I/II (classification # 0157A/B), from salary ranges 338/348 to salary ranges 341/351, effective the pay period following board approval; and
 - * Library Shipping Clerk (classification # 0156), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Mail Services Driver (classification # 0162), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Medical Clinic Assistant I/II (classification # 0513A/B), from salary ranges 338/348 to salary ranges 341/351, effective the pay period following board approval; and
 - * Mental Health Cook's Aide (classification # 0435), from salary range 338 to salary range 341, effective the pay period following board approval; and

- * Office Assistant I/II (classification # 0179A/B), from salary ranges 338/348 to salary ranges 341/351, effective the pay period following board approval; and
 - * Parent Partner I/II (classification # 0578A/B), from salary ranges 338/348 to salary ranges 341/351, effective the pay period following board approval; and
 - * Parent Partner III (classification # 0579), from salary range 358 to salary range 361, effective the pay period following board approval; and
 - * Peer Coach I/II (classification # 0576A/B), from salary ranges 338/348 to salary ranges 341/351, effective the pay period following board approval; and
 - * Peer Coach III (classification # 0577), from salary range 358 to salary range 361, effective the pay period following board approval; and
 - * Services Support Assistant I (classification # 1137A), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Stock Clerk (classification # 1733), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Student Professional Worker (classification # 0673), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Vocational Trainee (classification # 0742T), from salary range 338 to salary range 341, effective the pay period following board approval; and
 - * Vocational Assistant (MSS) (classification # 0742), from salary range 348 to salary range 351, effective the pay period following board approval; and
3. Abolish the Page classification (classification # 0190) from the classification system effective the pay period following board approval; and
 4. Adopt the Resolution (Attachment 2) approving the amendment of the 2022-2024 Memorandum of Understanding between the County of Humboldt and the American Federation of State, County, and Municipal Employees.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

24-1640

18. Resolution Authorizing the County Planning & Building Department Division of Housing and Grants to Apply for Prohousing Designation Program and the Companion Incentive Grants with the California Department of Housing and Community Development (HCD)

Recommendation: That the Board of Supervisors:

1. Adopt the attached resolution (Attachment 1) to:
 - A. Approve the Planning & Building Department to apply for the Prohousing Designation Program and companion grant with the California Department of Housing and Community Development (HCD) for supporting a privileged designation and assistance in continuation of the department's housing subsidy programs and a marketing/demographic strategy for public education and outreach efforts; and
 - B. Authorize and direct the Planning and Building Department Director to execute, in the name of the County of Humboldt, the application, the standard agreement, and all other documents required by HCD for participation in the Prohousing Designation Program, and any amendments after review by County Counsel, Risk Management and the County Administrative Office.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

24-1604

19. First Amendment to the Lease Agreement with the Redwood Gun Club Regarding the Humboldt County Sheriff's Office Use of the Gunnery Range Located in Manila, California

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached first amendment to the lease agreement with the Redwood Gun Club regarding the Humboldt County Sheriff's Office use of the Gunnery Range located in Manila California; and
2. Direct the Clerk of the Board to provide the Real Property Division of the Department of Public Works with one (1) fully executed original copy of the attached first amendment to the lease agreement with Redwood Gun Club.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

24-1618

20. Adoption of an Ordinance Amending Section 431-92 of Chapter 1 of Division 3 of Title IV of the Humboldt County Code Relating to Parking Restrictions on Railroad Avenue in the Fields Landing Area

Recommendation: That the Board of Supervisors:

1. Adopt the attached ordinance amending Section 431-92 of Chapter 1 of Division 3 of Title IV of the Humboldt County Code relating to parking restrictions on Railroad Avenue in the Fields Landing area.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

24-1619

- 21. Adoption of an Ordinance Adding Sections 431-23.5 and 431-61.0.4 to Chapter 1 of Division 3 of Title IV of the Humboldt County Code Relating to Parking Restrictions in the Orick and Arcata Areas

Recommendation: That the Board of Supervisors:
1. Adopt the attached ordinance adding Section 431-23.5 and 431-61.04 to Chapter 1 of Division 3 of Title IV of the Humboldt County Code relating to parking restrictions in the Orick and Arcata areas.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

24-1507

- 22. Position Allocation Modification for Sheriff’s Office to Deallocate 1.0 Full-Time Equivalent (FTE) Deputy Sheriff and Allocate 1.0 FTE Deputy Coroner-Public Administrator

Recommendation: That the Board of Supervisors:
1. Approve the allocation of 1.0 FTE Deputy Coroner-Public Administrator (Class 0445, Salary Range 459) in budget unit 1100-272 effective immediately; and
2. Approve the deallocation of 1.0 FTE Deputy Sheriff II (Class 0416B, Salary Range 468) in budget unit 1100-272 effectively immediately.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

24-1631

- 23. Exception to Hiring Freeze for Humboldt County Sheriff’s Office (HCSO) Legal Office Services Supervisor

Recommendation: That the Board of Supervisors:
1. Approve an exception to the hiring freeze for 1.0 FTE Legal Office Services Supervisor (Class 0408) for Fiscal Year (FY) 2024-25.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

Board of Supervisors[25-15](#)

2. Certificate of Recognition for Mary Ann Hansen's Appointment to the Early Childhood Policy Council

Recommendation: That the Board of Supervisors:

1. Authorize the Chair to sign the Certificate of Recognition.

A motion was made by Supervisor Arroyo, 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[24-1524](#)

4. Local Appointment List for 2025

Recommendation: That the Board of Supervisors:

1. Receive and file the Local Appointment List for 2025; and
2. Designate the Humboldt County Library, Eureka Main Branch, as the public library required to receive a copy of such list; and
3. Direct the Clerk of the Board to send a copy of the Local Appointment List for 2025 to the Humboldt County Library, Eureka Main Branch pursuant to Government Code Section 54973.

A motion was made by Supervisor Bushnell, seconded by Supervisor Arroyo, to approve staff recommendations and have staff bring a more specific list of boards, commissions, committees, and recommendations to the January 7, 2025 meeting. 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[24-1507](#)

22. Position Allocation Modification for Sheriff's Office to Deallocate 1.0 Full-Time Equivalent (FTE) Deputy Sheriff and Allocate 1.0 FTE Deputy Coroner-Public Administrator

Recommendation: That the Board of Supervisors:

1. Approve the allocation of 1.0 FTE Deputy Coroner-Public Administrator (Class 0445, Salary Range 459) in budget unit 1100-272 effective immediately; and
2. Approve the deallocation of 1.0 FTE Deputy Sheriff II (Class 0416B, Salary Range 468) in budget unit 1100-272 effectively immediately.

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

F. PUBLIC COMMENT ON NON-AGENDA ITEMS**G. MATTERS SET FOR TIME CERTAIN****Board of Supervisors (Presentations)**25-16

1. 9:30 AM - Shelter Animal of the Month

Recommendation: That the Board of Supervisors:

1. Hear an update from the Sheriff's Animal Shelter staff and meet the Shelter Animal of the Month; and
2. Receive and file the report.

A motion was made by Supervisor Bushnell, 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

24-1549

2. 10:00 AM - Presentation from The Buckeye Conservancy

Recommendation: That the Board of Supervisors:

1. Hear the presentation and take appropriate action as needed.

A motion was made by Supervisor Bushnell, 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

County Counsel (Closed Session)24-1655

3. 11:00 AM - Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d) (1) to discuss existing litigation in the case of O.B. v. County of Humboldt, Humboldt County Superior Court Case No. CV2200748

No reportable actions.

24-1656

4. 11:00 AM - Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d) (1) to discuss existing litigation in the case of A.K. v. County of Humboldt, Humboldt County Superior Court Case No. CV2200882

No reportable actions.

24-1657

5. 11:00 AM - Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d) (1) to discuss existing litigation in the case of J.K. v. County of Humboldt, Humboldt County Superior Court Case No. CV2201621

No reportable actions.

[24-1658](#)

6. 11:00 AM - Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d) (1) to discuss existing litigation in the case of M.R. v. Humboldt County, Humboldt County Superior Court Case No. CV2201622

No reportable actions.

[24-1659](#)

7. 11:00 AM - Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d) (1) to discuss existing litigation in the case of Lindsey Idler v. County of Humboldt, Humboldt County Superior Court Case No. CV2201675

No reportable actions.

[24-1660](#)

8. 11:00 AM - Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d) (1) to discuss existing litigation in the case of N.B. v. County of Humboldt, Humboldt County Superior Court Case No. CV2402029

No reportable actions.

[24-1665](#)

9. 11:00 AM - Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d) (1) to discuss existing litigation in the matter of Potter Valley Hydroelectric Project, FERC Project No. 77-285

No reportable actions.

[24-1666](#)

10. 11:00 AM - Conference with Legal Counsel – Anticipated Litigation: Initiation of litigation pursuant to Government Code Section 54956.9(d)(4) (one potential case)

No reportable actions.

H. PUBLIC HEARINGS

County Administrative Office

[25-37](#)

1. 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:** That the Board of Supervisors:
1. Open the public hearing; and
 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; and
 3. Receive the staff report and public comments; and
 4. Approve, and/or modify the new, increased, decreased, deleted, or changed fees, as shown in the 2025 Humboldt County Schedule of Fees and Charges; and
 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); and
 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 4) 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.

A motion was made by Supervisor Arroyo, seconded by Supervisor Bushnell, 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

Board of Supervisors

25-49

1. Presentation from the Miranda, Petrolia and Salmon Creek Volunteer Fire Departments Regarding New Fire Truck Acquisitions

Recommendation: That the Board of Supervisors:

1. Hear the presentation and receive and file.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

J. DEPARTMENT REPORTS

County Administrative Office

24-1505

1. First Quarter Fiscal Year 2024-25 Budget Update (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Receive a review of the Fiscal Year (FY) 2023-24 estimated ending balances, first quarter results for FY 2024-25 and an initial projection of the budget condition for FY 2025-26; and
2. Approve allocating unobligated American Rescue Plan Act (ARPA) funds in the amount of \$36,600 to existing projects; and
3. Allocate 1.0 Full-Time Equivalent (FTE) Library Assistant I/II (Salary Range 338/348, Class 0157) in the Library Budget 1500-621; and
4. Allocate 1.0 FTE Senior Legal Secretary (Salary Range 389, Class 1140) in the Public Defender Budget 1100-219, allocate 1.0 FTE Senior Legal Secretary (Salary Range 389, Class 1140) in the Conflict Counsel Budget 1100-246, deallocate 1.0 FTE Administrative Analyst I/II (Salary Range 424/444, Class 0626) in the Public Defender Budget 1100-219 and deallocate 1.0 FTE Legal Office Services Supervisor (Salary Range 408, Class 1150) in the Conflict Counsel Budget 1100-246; and
5. Approve a General Fund contribution in FY 2024-25 to the Deferred Maintenance fund in the amount of \$1,391,783 (4/5 Vote Required); and
6. Approve a General Fund contribution in FY 2024-25 to the General Reserve in the amount of \$3,000,000 (4/5 Vote Required); and
7. Approve the list of budget adjustments shown on Attachments 1 and 2 (4/5 Vote Required), and authorize the County Administrative Office (CAO) to make any corrections necessary to effectuate the Board's direction including incorporating the recommendations above; and
8. Provide additional direction to staff as appropriate.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, 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

[25-29](#)

2. Appointment of Interim Auditor-Controller

Recommendation: That the Board of Supervisors:

1. Accept the resignation of the current elected Auditor-Controller, Cheryl Dillingham, effective Friday, January 31, 2025; and
2. Consider appointment of an Interim Auditor-Controller effective Saturday, February 1, 2025 and until a newly elected Auditor-Controller officially takes the oath of office.

A motion was made by Supervisor Wilson, seconded by Supervisor Bohn, to accept resignation from Auditor-Controller, Cheryl Dillingham, effective January 31, 2025 and appoint Mychal Evenson as Interim Auditor-Controller, effective February 1, 2025. 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

Human Resources

[25-2](#)

3. 2024 Diversity, Equity, and Inclusion (DEI) Assessment Results

Recommendation: That the Board of Supervisors:
 1. Receive and file the results of the 2024 Diversity, Equity, and Inclusion Organizational Assessment.

A motion was made by Supervisor Bushnell, seconded by Supervisor Arroyo, to be continued to a date uncertain. 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

24-1477

4. Unmet Transit Needs Assessment for Fiscal Year (FY) 2025-26

Recommendation: That the Board of Supervisors:
 1. Receive the staff report on transit needs in the unincorporated areas of the county; and
 2. Direct the Clerk of the Board to forward an Action Summary of the meeting to the Humboldt County Association of Governments (HCAOG) for inclusion in their hearing.

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

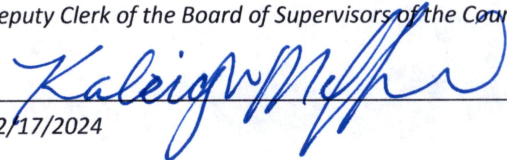
K. CLOSED SESSION (See Matters Set for Time Certain)

L. ADJOURNMENT

*I, KALEIGH MAFFEI,, 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.*

KALEIGH MAFFEI

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



 12/17/2024