

**BOARD OF SUPERVISORS**

REX BOHN  
First District  
ESTELLE FENNEL  
Second District  
MIKE WILSON  
Third District  
VIRGINIA BASS  
Chair - Fourth District  
RYAN SUNDBERG  
Vice-Chair - Fifth District



**COUNTY STAFF**

AMY S. NILSEN  
County Administrative Officer  
JEFFREY S. BLANCK  
County Counsel  
KATHY HAYES  
Clerk of the Board

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

**AGENDA**

**Tuesday, November 7, 2017**

**9:00 AM**

**Regular Meeting**

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**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR**

*These matters are routine in nature and are usually approved by a combined single vote.*

**Board of Supervisors**

1. Proclaim November 16, 2017 as the American Cancer Society's Great American Smokeout Day in Humboldt County (Supervisor Virginia Bass)

***Recommendation:*** That the Board of Supervisors adopt the Proclamation.

2. Informational Report on the Re-Appointment of Jim Glover to the Human Rights Commission Representing District 1 (Supervisor Rex Bohn)

*Recommendation:* That the Board of Supervisors receive and file the report.

3. Appreciation Letter to Ron McLaughlin for His Service on the Humboldt County Fire Safe Council (Supervisor Virginia Bass)

*Recommendation:* That the Board of Supervisors authorize the Chair to sign the letter of appreciation.

4. Appointment of Chris Ramey and Jennifer Renner to the Humboldt County Fire Safe Council (Supervisor Virginia Bass)

*Recommendation:* That the Board of Supervisors appoint Chris Ramey to the Humboldt County Fire Safe Council as the Cal Fire member and Jennifer Renner as the Alternate Cal Fire member.

5. Proclaim November, 2017 as Adoption Awareness Month (Supervisor Ryan Sundberg)

*Recommendation:* That the Board of Supervisors adopt the Proclamation.

6. Letter of Appreciation to the California Horse Racing Board

*Recommendation:* That the Board of Supervisors Ratify the Letter of Appreciation.

**Clerk of the Board**

7. Approval of the Action Summary - Meeting of October 23, 2017

**Recommendation:** That the Board of Supervisors approve the Action Summary for the meeting of October 23, 2017 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

8. Approval of the Action Summary - Meeting of October 24, 2017

**Recommendation:** That the Board of Supervisors approve the Action Summary for the meeting of October 24, 2017 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

9. Reappointment of Connie Sundberg to the First Five Humboldt Commission

**Recommendation:** That the Board of Supervisors approve the reappointment of Connie Sundberg to the First Five Humboldt Commission for a four year term expiring on December 3, 2021.

**County Administrative Office**

10. Shred Aware Confidential Materials Shred Services Agreement First Amendment

**Recommendation:** That the Board of Supervisors authorizes the Purchasing Agent to execute the attached First Amendment to the Confidential Materials Shred Services Agreement with Shred Aware LLC to revise the rate schedule effective January 2, 2018.

**11. Advanced Step Appointment in Budget Unit 3550-118 Information Technology**

**Recommendation:** That the Board of Supervisors approve advanced step appointment for IT Systems Supervisor Ulf Engert (Class 0645, Salary Range 460) in Budget Unit 3550-118 to Salary Step "D" effective November 19, 2017.

**Department of Health and Human Services: Administration****12. Master Lease Agreement by and between County of Humboldt and Eureka 8th Street, LP**

**Recommendation:** That the Board of Supervisors ratify two (2) originals of the attached master lease agreement with Eureka 8th Street, LP regarding DHHS' leasing of 15 units for DHHS-selected tenants signed by Director Connie Beck; and direct the Clerk of the Board to return two (2) fully executed original copies of the attached master lease agreement to the Department of Health and Human Services - Contract Unit for further processing.

**13. Allocate One (1) 1.0 Full Time Equivalent Patient Rights Advocate**

**Recommendation:** That the Board of Supervisors allocate one (1) 1.0 full time equivalent (FTE) Patient Rights Advocate (class 0530, salary range 345, unit 1) in budget unit 424, effective the beginning of the bi-weekly pay period immediately following approval.

**14. Partnership HealthPlan of California Commission Appointment**

**Recommendation:** That the Board of Supervisors re-appoint Herrmann Spetzler and appoint Sherri Provolt to represent Humboldt County on the Partnership HealthPlan of California Board of Commissioners.

15. Inter-Departmental Memorandum of Understanding between the Department of Health and Human Services (DHHS) and the Auditor/Controller's Office for Increased Auditor-Controller Services to DHHS and Other Departments of the County of Humboldt

**Recommendation:** That the Board of Supervisors approve, and authorize the appropriate county officials to execute, the attached Inter-Departmental Memorandum of Understanding between the Department of Health and Human Services and the Auditor/Controller's Office for the former's provision of increased Auditor-Controller services, including but not limited to routine to specialized fiscal, financial and accounting office support; and direct other county departments utilizing such routine to specialized fiscal, financial and accounting office support services to reimburse the County Administrative Office and ultimately the Department of Health and Human Services for any services performed by DHHS employees.

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

16. Adoption of Ordinance Repealing Sections 612-3 and 615-7; Amending Sections 611-1 through 611-6, 611-11, 611-12, 612-1, 612-2, 612-4 through 612-8, 613-1, 613-3 through 613-5, 614-1, 615-1 through 615-5, 615-8, 615-9, 616-1 through 616-6; and Adding Sections 613-4 and 617-1 Relating to Sewage and Onsite Wastewater Treatment and Sewage Cleaning to Title VI of the Humboldt County Code

**Recommendation:** That the Board of Supervisors adopt Ordinance No.\_\_\_\_\_, repealing Sections 612-3 and 615-7; amending Sections 611-1 through 611-6, 611-11, 611-12, 612-1, 612-2, 612-4 through 612-8, 613-1, 613-3 through 613-5, 614-1, 615-1 through 615-5, 615-8, 615-9, 616-1 through 616-6; and adding sections 613-4 and 617-1 relating to Sewage and Onsite Wastewater Treatment and Sewage Cleaning to Title VI of the Humboldt County Code; direct the Clerk of the Board of Supervisors, within fifteen (15) days after adoption, to publish a post-adoption summary of the ordinance with the names of the Supervisors voting for and against the ordinance, and direct the Clerk to post in the office of the Clerk of the Board a certified copy of the full text of the ordinance.

17. Request to Approve Sublease with United Parcel Service, Inc. for Property at 790 West Clark Street, Eureka, California for Fiscal Year 2017-2018

**Recommendation:** That the Board of Supervisors approve and authorize the Chair of the Board to execute the attached Sublease, in duplicate, with United Parcel Service, Inc. for a portion of county leased property at 790 West Clark Street, Eureka, California; direct the Clerk of the Board to return one (1) executed Sublease to Public Works-Real Property Division for transmittal to United Parcel Service, Inc. and one (1) copy of the executed Sublease to the Department of Health and Human Services-Social Services Branch; and direct the Clerk of the Board to transmit one (1) copy of the executed agenda item to Public Works-Real Property Division.

### **Human Resources**

18. Adopt the New Management Class of Roads Division Manager and Resolution Approving the Amendment to Attachment 1 of Exhibit A of the Compensation Plans for Management and Confidential Employees and Elected and Appointed Department Heads for Fiscal Years 2015-2016 and 2016-2017 to Include the New Classification of Roads Division Manager

**Recommendation:** That the Board of Supervisors adopt the new management classification of Roads Division Manager (class 0210, salary range 485, unit 08) into the classification plan; and adopt Resolution No. \_\_\_\_ (attached) approving the Amendment to Attachment 1 of Exhibit A of the Compensation Plans for Management and Confidential Employees and Elected and Appointed Department Heads for fiscal years 2015-2016 and 2016-2017 to include the new job classification of Roads Division Manager (class 0210, salary range 485, unit 08), effective immediately upon approval.

### **Planning and Building Department**

19. Adoption of Ordinance Amending Sections 328-2, 331-28, 331.5-22, 337-21, 351-6, 351-13, 351-19, 352-4, 352-14, 352-18, 352-23, and 353-4, and Adding Section 352-24 to Title III of the Humboldt County Code Relating to Public Nuisances, Abatement and Penalties and Amending Section 434-6 to Title IV of the Humboldt County Code Relating to Parking Zones, Bus Zones and Weight Limits

**Recommendation:** That the Board of Supervisors Adopt Ordinance No. \_\_\_\_\_, amending Sections 328-2, 331-28, 331.5-22, 337-21, 351-6, 351-13, 351-19, 352-4, 352-14, 352-18, 352-23, and 353-4, and Adding Section 352-24 to Title III of the Humboldt County Code Relating to Public Nuisances, Abatement and Penalties and amending Section 434-6 to Title IV of the Humboldt County Code Relating to Parking

Zones, Bus Zones and Weight Limits.

**Public Defender**

20. First Amendment to Lease with Carter Properties for 931 Third Street, in Eureka

**Recommendation:** That the Board of Supervisors approve and authorize the chairperson of the Board to execute the First Amendment to Lease, in duplicate, to conclude the lease on November 30, 2017, for the office building at 931 Third Street, in Eureka; and direct the Clerk of the Board to return one original executed amendment to Public Works-Real Property Division for transmittal to Lessor, retaining the original executed amendment with meeting records.

**Public Works**

21. Eel River Drive (3G170) Rehabilitation and Overlay; Project Number: RPL-5904(108); Contract Number: 213500

**Recommendation:** That the Board of Supervisors accept the completed contract, including all change orders approved by the Public Works Department, between Mercer-Fraser Company and Humboldt County for the Eel River Drive (3G170) Rehabilitation and Overlay Project; and approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$4,620.00, which will bring the total amount paid to 100% of the contract.

**22. Resolution to Summarily Vacate and Relocate a One-Foot, On-Vehicular Access Easement in Weott**

**Recommendation:** That the Board of Supervisors accept the easement deed from Murrey Wolfe and Bonnie K. Wolfe and authorize the Chairperson of the Board of Supervisors to execute the Certificate of Acceptance of a new one-foot non-vehicular access easement along Spring Street in Weott (Attachment 1); adopt and authorize the Chairperson of the Board of Supervisors to execute the attached resolution to vacate a one-foot non-vehicular access easement along a private drive in Weott, pursuant to Streets and Highways Code Section 8333(c) (Attachment 2); and direct the Clerk of the Board to record via the Land Use Division, in the Office of the County Recorder, the original easement deed and a certified copy of the resolution.

**23. Lot Line Adjustment and Parcel Map for the SB863 Humboldt County Corrections Reentry Resource Center and New Courthouse for the Superior Court of California, County of Humboldt**

**Recommendation:** That the Board of Supervisors authorize the Chair of the Board of Supervisors to execute, in the presence of a Notary, the Notice of Lot Line Adjustment and Certificate of Subdivision Compliance; authorize the Chair of the Board of Supervisors to execute, in the presence of a Notary, the Parcel Map; direct the Clerk of the Board to transmit the Notice of Lot Line Adjustment and Certificate of Subdivision Compliance to the City of Eureka via the Humboldt County Surveyor; and direct the Clerk of the Board to transmit the Parcel Map to the City of Eureka via the Humboldt County Surveyor.

**24. Central Avenue (4L800) Highway Safety Improvement Project from Anna Sparks Way to Hiller Road; Project Number: HSIPL-5904(131); Contract Number 213003**

**Recommendation:** That the Board of Supervisors accept the completed contract, including all change orders approved by the Public Works Department, between Mercer-Fraser Company and Humboldt County for the Central Avenue (4L800) Highway Safety Improvement Project from Anna Sparks Way to Hiller Road; and approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$0, which will bring the total amount paid to 100% of the contract.

**25. Supplemental Budget for Parks & Recreation FY 2017-18 (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors approve the attached supplemental budget for Fiscal Year (FY) 2017-18 (4/5 vote required).

**Sheriff****26. Governing Body Resolution and Certification for the Federal Fiscal Year 2017-2019 Homeland Security Grant Program**

**Recommendation:** That the Board of Supervisors adopt Governing Body Resolution and Certification No. \_\_\_\_\_ (Attachment 1) appointing the Sheriff and Deputy Director Sheriff's Administration as Authorizing Agents for a grant application to the State of California Office of Emergency Services for the Federal Fiscal Years (FFY) 2017-2019 Homeland Security Grant Program; approve the Sheriff and Deputy Director Sheriff's Administration as Authorized Agents to sign grant assurances, cover sheet, and other grant documents, extensions, and amendments necessary for administration of the program for the duration of the grant period; and direct the Clerk of the Board to return the completed documents to the Sheriff's Office of Emergency Services, Attn.: Dorie Lanni, by November 9, 2017 for immediate submission to the California Governor's Office of Emergency Services.

**27. Termination of Local Emergency**

**Recommendation:** That the Board of Supervisors approve Resolution No. \_\_\_\_\_ to terminate the Local Emergency proclaimed on October 9, 2017 and ratified on October 10, 2017 due to the widespread private communications systems failure and lack of regional telecommunications redundancies.

**28. Reallocate Office Assistant I/II Budget Unit 278 Animal Shelter**

**Recommendation:** That the Board of Supervisors approve the reallocation of the Office Assistant I/II (class 0179, salary range 268/299, position 03) occupied by Patricia West to Senior Office Assistant (class 0135, salary range 334, position 02) in budget unit 278 Animal Shelter effective the beginning of the payroll period following approval.

**29. Reallocate Senior Legal Office Assistant in Budget Unit 272 Coroner / Public Administrator**

**Recommendation:** That the Board of Supervisors approve reallocation of the Senior Legal Office Assistant (class 0168, salary range 345, position 01) in budget unit 272 Coroner / Public Administrator to the 40-hour class of Legal Office Assistant I/II (class 0178, salary range 292/314, position 01) effective the beginning of the pay period following approval.

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

*This portion of the meeting is reserved for persons desiring to address the Board on any matter not on this agenda that is under the jurisdiction of the Board. It is requested that speakers sign the sheet at the front doors of the Chamber. Although the Board may briefly respond to statements or questions, under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time.*

**1. Public Comment Sign-In Sheet and Handouts****E. SPECIAL PRESENTATIONS****Board of Supervisors****1. Resolution Recognizing Carolyn Hawkins, Supervising Environmental Health Specialist on Her Retirement (Supervisor Virginia Bass)**

**Recommendation:** That the Board of Supervisors authorize the Chair to sign the Resolution.

**F. MATTERS SET FOR TIME CERTAIN****Board of Supervisors**

1. 9:05 a.m. - Toddy Thomas Middle School Students Visit to the Board of Supervisors Meeting (Supervisor Estelle Fennell)

**Recommendation:** That the Board of Supervisors welcome the Toddy Thomas Middle School students to the Board meeting.

**G. ITEMS PULLED FROM CONSENT****H. MATTERS INITIATED BY BOARD MEMBERS****I. DEPARTMENT REPORTS****County Administrative Office**

1. First Quarter Fiscal Year 2017-18 Budget Update (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors receive a review of the Fiscal Year (FY) 2016-17 ending balances, first quarter budget results for FY 2017-18, and an initial projection of the county's budget condition for FY 2018-19; review the estimated unallocated Measure Z revenues along with the recommendations from the Measure Z Citizens' Advisory Committee (Attachment I) and provide direction on whether to allocate funding; approve the list of budget adjustments shown on Attachment III (4/5 vote required), and authorize County Administrative Office (CAO) staff to make any technical corrections necessary to effectuate the Board's direction; and provide additional direction to staff as appropriate.

2. Affordable Housing and Supplemental Budget (4/5th Vote Required)

**Recommendation:** That the Board of Supervisors receive and review options on page two of this report for developing affordable low-income housing; supplement the budget for Contributions to Other Funds (1100-199) as attached (requires 4/5th vote); and direct Public Works to surplus the Lucas Street property (APN 015-111 -008 and 009).

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

3. Presentation of the Final Local Agency Management Program

**Recommendation:** That the Board of Supervisors review the proposed changes to the Policy for the Use of Existing Sewage Disposal Systems (Existing Systems Policy) and approve the Department of Health and Human Services' (DHHS) recommendation to adopt the proposed changes; review the final Local Agency Management Program (LAMP) and approve DHHS' recommendation to adopt the final LAMP for implementation in Humboldt County; approve DHHS' recommendation to submit the final LAMP to the North Coast Regional Water Quality Control Board (NCRWQCB) for final approval; and direct DHHS to conduct public outreach to familiarize the public with the LAMP.

**J. PUBLIC HEARINGS**

**K. DISCUSSION ITEMS**

**L. CLOSED SESSION**

1. It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of the Agricultural Commissioner pursuant to Government Code sections 54954.5 and 54957.
2. It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of County Counsel pursuant to Government Code sections 54954.5 and 54957.
3. Conference with Legal Counsel - pursuant to Government Code section 54956.9 regarding pending litigation; Samoa Pacific Group, LLC v. California Department of Resources Recycling and Recovery, et al; Sacramento Superior Court Case No. 34-2017-80002709.
4. Conference with Legal Counsel - Pursuant to Government Code section 54956.9 regarding pending

litigation; Borges v. County of Humboldt, et al; Federal Court Case No. 15-CV-00846-YGR.

## **M. ADJOURNMENT**

*Any written materials related to an item on this agenda submitted to the Board of Supervisors less than 72 hours prior to the Board meeting, and that are public records subject to the Public Records Act, are available for public inspection in the Office of the Clerk of the Board at 825 5th Street, Suite 111, Eureka (476-2384), during normal business hours.*

*Persons wishing to file documentation on any agenda item for the official record must submit an original and nine (9) copies of each document to the Clerk of the Board of Supervisors, Room 111 of the County Courthouse, 825 5th Street in Eureka (476-2384). Documentation includes, but is not limited to, written correspondence, audio and video tapes, maps, photographs, and petitions. Failure to submit the required number of copies will result in the document/s not being placed in the official record. (Per Board of Supervisors' policy adopted on March 21, 1995.)*

*The Chamber is wheelchair accessible, and disabled parking is available in the lot on K Street, between Fourth and Fifth Streets. If you are a person with a disability, and you need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board at (707) 476-2384, or (707) 445-7299 (fax). Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.*

**BARRING ANY UNFORESEEN TECHNICAL DIFFICULTIES OR SCHEDULING CHANGES, REGULAR MEETINGS OF THE BOARD OF SUPERVISORS ARE BROADCAST LIVE ON SUDDEN LINK, CHANNEL 10, AND ARE REBROADCAST ON FRIDAY AT 6:30 P.M.**  
**County of Humboldt Web Site: <http://humboldt.gov/>**