

BOARD OF SUPERVISORS

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Clerk of the Board

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

AGENDA

Tuesday, September 6, 2016

9:00 AM

Regular Meeting

NOTICE REGARDING PUBLIC COMMENT: For Items appearing on the agenda, the public is invited to make comments at the time the item comes up for Board consideration. The Board Chair will call for public comment as each item is heard by the Board. For items not appearing on the agenda, the public is invited to make comments during the Public Comment period for Non-Agenda Items at 1:30 p.m.

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 single vote. Prior to the meeting, any member of the public may request any member of the Board to pull a particular item for further discussion

Agricultural Commissioner

1. Approval of Standard Agreement No. 16-0018, High-Risk Pest Exclusion Contract in the Amount of \$8,765.00

Recommendation: That the Board of Supervisors approve Standard Agreement No. 16-0018, known as the High-risk Pest Exclusion Program Contract with the California Department of Food and Agriculture; authorize the Chair to sign the original

agreement, one copy of the cover page and the Contractor Certification Form, and direct the Clerk of the Board to return all copies to the Agriculture Department for further processing; and grant a waiver from the provisions of the Nuclear-Free Ordinance.

Attachments: [High-Risk Pest Exclusion Contract.pdf](#)

Board of Supervisors

2. First 5 Humboldt Vacant Program Coordinator Position Increase from .8 FTE to 1.0 FTE (Supervisor Mark Lovelace)

Recommendation: That the Board of Supervisors approve the increase from .8 to 1.0 full-time equivalent (FTE) for the vacant Program Coordinator (class 1425, salary range 415, position 01) position in budget unit 458, effective the beginning of the pay period immediately following approval.

Attachments: [First 5 Program Coordinator Position Time Increase.pdf](#)

3. Letter of Support for the Martin Slough Stream Flow Enhancement Project (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors ratify authorization for the Chair to sign the letter of support.

Attachments: [Martin Slough Letter of Support.pdf](#)

Clerk of the Board

4. Approval of the Action Summary - Meeting of August 23, 2016

Recommendation: That the Board of Supervisors approve the Action Summary from the meeting of August 23, 2016 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

Attachments: [Action Summary for Meeting of 8-23-2016.pdf](#)

5. Resolution of the Board of Supervisors of the County of Humboldt Amending Resolution 12-27 Establishing the McKinleyville Municipal Advisory Committee (MMAC) by Modifying the Composition and Terms of Office of the MMAC Members

Recommendation: That the Board of Supervisors adopt Resolution No. ____ amending Resolution No. 12-27 by modifying the Composition and Terms of Office of the MMAC Members to allow the MCSD General Manager to become a voting member.

Attachments: [Resolution Modifying MMAC.pdf](#)

County Administrative Office**6. Fiscal Year 2016-17 Personnel Allocation Table**

Recommendation: That the Board of Supervisors approve the attached modifications to the fiscal year 2016-17 Personnel Allocation Table.

Attachments: [FY 2016-17 Personnel Allocation Table.pdf](#)

Department of Health and Human Services: Social Services**7. Agreement with the Humboldt County Office of Education to Assist with CalFresh Outreach and Support Activities**

Recommendation: That the Board of Supervisors approve the agreement with the Humboldt County Office of Education (HCOE) to assist the Department of Health and Human Services (DHHS) increase utilization of CalFresh benefits by eligible households; authorize the Chair to execute three (3) originals of the agreement (Attachment 1); and direct the Clerk of the Board to route two (2) fully executed originals of the agreement to the DHHS-Contract Unit for forwarding to DHHS-Social Services Administration.

Attachments: [Agreement with HCOE for CalFresh.pdf](#)

8. Agreement with Food for People, Inc. to Assist with CalFresh Outreach and Support Activities

Recommendation: That the Board of Supervisors approve the agreement with Food for People, Inc. to assist the Department of Health and Human Services (DHHS) increase utilization of CalFresh benefits by eligible households; authorize the Chair to execute three (3) originals of the agreement (Attachment 1); and direct the Clerk of the Board to route two (2) fully executed originals of the agreement to the (DHHS)-Contract Unit for forwarding to DHHS-Social Services Administration.

Attachments: [Agreement with Food for People for CalFresh.pdf](#)

Human Resources

9. Corrected Memorandum of Understanding (MOU) between the County of Humboldt and the Humboldt Deputy Sheriffs' Organization - Law Enforcement Management (LEM) Representation Unit 7 for July 1, 2008-June 30, 2011; July 1, 2011-June 30, 2013; July 1, 2013-June 30, 2014; July 1, 2014-June 30, 2015 and July 1 2015-September 30, 2017

Recommendation: That the Board of Supervisors approve the attached corrected Memorandum of Understanding (MOU) for Humboldt Deputy Sheriffs' Organization - Law Enforcement Management (LEM) for July 1, 2008-June 30, 2011; July 1, 2011-June 30, 2013; July 1, 2013-June 30, 2014; July 1, 2014-June 30, 2015 and July 1, 2015-September 30, 2017.

Attachments: [Staff Report.pdf](#)
[MOU July 2008-June 2011.pdf](#)
[MOU July 2011-June 2013.pdf](#)
[MOU July 2013-June 2014.pdf](#)
[MOU July 2014-June 2015.pdf](#)
[MOU July 2015-June 2017](#)

10. Adoption of the New Job Classes of Environmental Permitting and Compliance Manager and Manager-Clerk/Recorder's office and Amendment to the Compensation Plans for Management and Confidential Employees and Elected and Appointed Department Heads for Fiscal Years 2015-16 and 2016-17

Recommendation: That the Board of Supervisors adopt the new management job class of Environmental Permitting and Compliance Manager (class 0341, salary range 460) into the classification plan, effective immediately; adopt the new management job class of Manager-Clerk/Recorder's Office (class 0344, salary range 448) into the classification plan, effective immediately; adopt the revised job class description for ADA Coordinator (class 0199, salary range 446), effective immediately; approve 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 2015-16 and 2016-17 for the purpose of including the management job classes of Environmental Permitting and Compliance Manager (class 0341, salary range 460, unit 08), Manager-Clerk/Recorder's Office (class 0344, salary range 448, unit 08) and ADA Coordinator (class 0199, salary range 446, unit 08), effective immediately, and increase the assigned salary range for the Deputy Public Works Director - Environmental Services (class 0307, salary range 494) to 504, effective the beginning of the pay period immediately following approval; reallocate the 1.0 FTE Senior Environmental Analyst (class 0520, salary range 421, position 01) position, in budget unit 331, currently occupied by Andrew Bundschuh, to Environmental Permitting and Compliance Manager (class 0341 salary range 460) and reclassify Mr. Bundschuh accordingly, effective the beginning of the pay period immediately following approval; reallocate the 1.0 FTE

Administrative Analyst I/II (class 0626, salary range 375/408, position 01) position, in budget unit 289, currently occupied by Devin Theobold, to Senior Environmental Analyst (class 0520, salary range 421) and reclassify Mr. Theobold accordingly, effective the beginning of the pay period immediately following approval; and reallocate the vacant 1.0 FTE Senior Recordable Documents Examiner (class 0158, salary range 334, position 01) position, in budget unit 271, to Manager-Clerk/Recorder's Office (class 0344, salary range 448), effective immediately.

Attachments: [Adoption of New Job Classes.pdf](#)

Planning and Building Department

11. Memorandum of Understanding (MOU) with City of Trinidad for Assistance with Income Assessment and Verification Services

Recommendation: That the Board of Supervisors review, approve and authorize the Board Chair to sign the attached Memorandum of Understanding with the City of Trinidad for Assistance with Income Assessment and Verification Services.

Attachments: [MOU with City of Trinidad, Income Assessment-Verification.pdf](#)

12. HOME Program First Time Homebuyer Guidelines

Recommendation: Adopt Resolution ____ adopting the Housing and Community Development HOME Program First Time Homebuyer Guidelines.

Attachments: [HOME Program First Time Homebuyer Guidelines.pdf](#)

13. United States Environmental Protection Agency Brownfield Revolving Loan Fund Ratification of Past Modifications & Permission to Secure Future Funds up to \$3,000,000 and Continue to Loan and Grant Funds when Opportunities Arise

Recommendation: That the Board of Supervisors adopt Resolution ratifying past modifications to the United States Environmental Protection Agency Brownfield Revolving Loan Fund, and approve and authorize County Administrative Officer to secure additional funds up to \$3,000,000 and to continue to loan and grant funds when opportunities arise.

Attachments: [EPA Brownfield Revolving Loan Fund](#)

14. Approve the Supplemental Budget for the Advanced Planning Budget Unit 1100-282 (4/5 Vote Required)

Recommendation: That the Board of Supervisors approve the supplemental budget for the Advanced Planning Division Budget Unit 1100-282 found in Attachment 1.

Attachments: [Planning & Building Supplemental Budget.pdf](#)

Public Works**15. Local Transportation Fund Claim for Fiscal Year 2016-17**

Recommendation: That the Board of Supervisors authorize the Chairman to sign the attached Local Transportation Fund claim; and direct the Clerk of the Board to return the claim to the Public Works Department for attachment of required documentation and submittal to the Humboldt County Association of Governments (HCAOG).

Attachments: [Local Transportation Fund Claim FY 2016-17.pdf](#)

16. Resolution to Increase the Revolving Petty Cash Fund at the Public Works Department

Recommendation: That the Board of Supervisors adopt Resolution #_____ to increase the Petty Cash fund at the Public Works Department by \$200; and rescind Resolution #95-112 that was approved by the Board on December 19, 1995 (item D-40).

Attachments: [Increase Public Works Petty Cash Fund.pdf](#)

Sheriff**17. Approval of Agreement for Services between Humboldt County Sheriff's Office Animal Control and Cathy Schmall, DVM and Heidi Chavez, Sole Proprietors of McKinleyville Animal Care Center**

Recommendation: That the Board of Supervisors approve the Agreement for Services with Cathy Schmall, DVM and Heidi Chavez, Sole Proprietors of McKinleyville Animal Care Center (MACC) to provide veterinarian care and consultation for the Animal Shelter (Attachment 1); authorize the Chair of the Board to execute three (3) originals of the Agreement for Services; and direct the Clerk of the Board to return two (2) fully executed originals of the Agreement to the Sheriff's Office for forwarding to interested parties.

Attachments: [Agreement with McKinleyville Animal Care Center.pdf](#)

Treasurer/Tax Collector**18. Letter of Opposition for Assembly Bill 2169 (Holden) Property Taxation: Monthly Property Tax Program**

Recommendation: That the Board of Supervisors send a letter to the Governor opposing Assembly Bill (AB) 2169 related to implementing a monthly property tax payment program.

Attachments: [AB 2169 \(Holden\) Letter of Opposition.pdf](#)

D. SPECIAL PRESENTATIONS**Board of Supervisors**

1. Proclaim September 2016 as Local Food Month in Humboldt County (Supervisor Mark Lovelace)

Recommendation: That the Board of Supervisors adopt the Proclamation.

Attachments: [Local Food Month Proclamation.pdf](#)

2. Proclamation Recognizing September 2016 as Lesbian, Gay, Bisexual, and Transgender Awareness Month in Humboldt County (Supervisor Mark Lovelace)

Recommendation: That the Board of Supervisors adopt the Proclamation

Attachments: [Lesbian, Gay, Bisexual, and Transgender Awareness Month.pdf](#)

DHHS: Public Health

3. Presentation on the Suicide Prevention Network (SPN) and Suicide Prevention Week 2016

Recommendation: That the Board of Supervisors hear the presentation and take action as appropriate.

Attachments: [Suicide Prevention Week.pdf](#)

E. MATTERS SET FOR TIME CERTAIN**F. ITEMS PULLED FROM CONSENT****G. MATTERS INITIATED BY BOARD MEMBERS****Board of Supervisors**

1. Consider Cancelling the September 27, 2016 Board of Supervisors Meeting (Supervisor Mark Lovelace)

Recommendation: That the Board of Supervisors consider cancelling the September 27, 2016 Board of Supervisors meeting.

Attachments: [Cancel September 27 2016 Board Meeting.pdf](#)

2. Reconsider the Request from Sheriff Mike Downey to Purchase a Bearcat Rescue and Recovery Vehicle (4/5 Vote Required)

Recommendation: That the Board of Supervisors direct the CAO to identify Measure Z savings from FY 16/17 in the amount of \$175,000; direct the Auditor Controller to supplement the Sheriff's Measure Z budget (Unit 297) in the amount of \$295,000 and adopt the attached supplemental budget for the purchase of a Lenco Bearcat (4/5 vote required).

Attachments: [Bearcat Rescue and Recovery Vehicle.pdf](#)
[Public Comment.pdf](#)

H. DEPARTMENT REPORTS

Human Resources

1. Public Employees' Retirement System Contract Amendment

Recommendation: That the Board of Supervisors adopt Resolution No. _____ (attached), a Resolution of Intention to Approve an Amendment to Contract between the Board of Administration California Public Employees' Retirement System and the Board of Supervisors County of Humboldt.

Attachments: [PERS Contract Amendment Resolution.pdf](#)

Public Works

2. Expenditure Authorization for Humboldt County Flood Control District (Rohner Creek Sub-Zone 1-1)

Recommendation: That the Board of Supervisors adjourn as the Board of Supervisors and reconvenes as the governing board of the Humboldt County Flood Control District; authorize payment of \$190,000 from Fund 2840 to the City of Fortuna for reimbursement of costs associated with the Rohner Creek Flood Control, Habitat and Seismic Improvement Project; and adjourn as the governing board of the Humboldt County Flood Control District and reconvene as the Board of Supervisors.

Attachments: [Expenditure Authorization for Flood Control District.pdf](#)

I. CLOSED SESSION

1. Conference with Labor Negotiator - Pursuant to Government Code section 54957.6, it is the intention of the Humboldt County Public Authority for In-Home Supportive Services to meet in closed session to review the Public Authority's position and instruct its designated labor negotiators with respect to various forms of compensation provided to the Public Authority's represented and unrepresented personnel. Negotiator: Dan Fulks. Employee Organization:

Service Employees International Union (SEIU). Adjourn as the Humboldt County Board of Supervisors; Convene as the Governing Board for the Humboldt County Public Authority for In-Home Supportive Services.

2. Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6, it is the intention of the Board of Supervisors to meet in closed session to review the County's position and instruct its designated labor negotiator with respect to the various forms of compensation provided to the County's represented and unrepresented personnel. Negotiator: Dan Fulks. Employee Organizations: American Federation of State, County and Municipal Employees (AFSCME local 1684), Humboldt County Attorneys Association, Humboldt Deputy Sheriffs' Organization (Law Enforcement Non-Management Unit), Humboldt Deputy Sheriffs' Organization (Law Enforcement Management Unit), Elected & Appointed County Officials, and Management & Confidential Employees.

J. PUBLIC COMMENT ON NON-AGENDA ITEMS – 1:30 P.M.

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 by 1:25 p.m. 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

Attachments: [Public Comment Sign-In Sheet and Handouts.pdf](#)

K. ADMINISTRATIVE ABATEMENT HEARINGS

L. PUBLIC HEARINGS

Planning and Building Department

1. Baker/Croy Parcel Map Subdivision, Lot Line Adjustment and Zone Boundary Adjustment Application. Case Numbers: PMS-14-012, LLA-14-028, ZBA-14-001. Assessor Parcel Numbers 500-091-046, 500-072-010. 222 Simmons Lane and 2525 Idylbear Lane, Arcata Area

Recommendation: That the Board of Supervisors introduce Ordinance No. ____ (Attachment A) by title and waive further reading; open the public hearing and receive the staff report and public comment; close the public hearing and deliberate; make the necessary findings to approve the Parcel Map Subdivision (PMS), Lot Line Adjustment (LLA) and Zone Boundary Adjustment (ZBA) and adopt Ordinance No. ____ (Attachment A) amending Section 311-7 of the Humboldt County Code by reclassifying property in the Arcata area (ZBA-14-001; Baker/Croy) from Unclassified (U) and Agriculture General (AG) to Agriculture General with a combining zone that requires a five-acre minimum parcel size (AG-B-5(5)) to conform to the reconfigured lot lines approved with the LLA; direct the Clerk of the Board to give notice of the decision to the applicant/owner, the County

Assessor's Office and any other interested party, and direct Planning and Building Department - Planning Division to file a Notice of Determination pursuant to California Environmental Quality Act (CEQA); and direct the Clerk of the Board to publish a summary of the Ordinance within 15 days after adoption of the ordinance by the Board, along with the names of those Supervisors voting for and against the ordinance (Attachment B) 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.

Attachments: [Staff Report, Resolution, Ordinance.pdf](#)
[Planning Commission Staff Report.pdf](#)

2. Appeal of Planning Commission Approval of the Dollar General Coastal Development and Special Permit. Case Number CDP-14-033AA, SP-14-049AA. Assessor Parcel Number 305-101-054. Humboldt Hill Area

Recommendation: That the Board of Supervisors open the public hearing and receive the staff report, testimony and argument by the appellant and applicant, and public comment; based on the findings in the staff report and testimony received about the project, deny the appeal, uphold the Planning Commission's approval of the project, making the findings in Resolution 16-____ (Attachment E) for the Dollar General Coastal Development and Special Permit application subject to the conditions of approval; direct the Clerk of the Board to give notice of the decision to the appellant, the project applicant, the agent and any other interested party; and close the public hearing.

Attachments: [Staff Report.pdf](#)
[Appeal Documents \(48 pages\).pdf](#)
[Planning Commission Resolution, Staff Report \(104 pages\).pdf](#)
[Planning Commission Supplemental Information \(75 pages\).pdf](#)
[Board Resolution.pdf](#)
[Public Comment.pdf](#)

M. AFTERNOON DISCUSSION ITEMS

Clerk of the Board

1. Humboldt County Human Rights Commission Annual Report

Recommendation: That the Board of Supervisors hear the report and take appropriate action, if required.

Attachments: [Human Rights Commission Annual Report.pdf](#)

Board of Supervisors

2. Reports on Board Member Travel at County Cost, Meeting Attendance, and Supervisorial District Matters

N. 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/>