

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, June 11, 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 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

Agricultural Commissioner

24-950

1. Approval of Cooperative Agreement No. 24-0143-000-SA, Fuels, Lubricants and Automotive Products Program with the California Department of Food and Agriculture in the Amount of \$4,725

Recommendation: That the Board of Supervisors:

1. Approve Cooperative Agreement No. 24-0143-000-SA, known as the Fuels, Lubricants and Automotive Products program with the California Department of Food and Agriculture;
2. Authorize the Chair to sign the original agreement;
3. Direct the Clerk of the Board to return all copies to the Agriculture Department for further
4. processing; and
5. Grant a waiver from the provisions of the Nuclear-Free Ordinance.

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

24-951

2. Certificates of Recognition for Soroptimist International of Arcata Annual Award Recipients

Recommendation: That the Board of Supervisors:

1. Authorize the Chair to sign the certificates.

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

24-953

3. Juneteenth Proclamation

Recommendation: That the Board of Supervisors:

1. Adopt the proclamation.

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

24-971

4. Approval of the Action Summary - Meeting of May 21, 2024

Recommendation: That the Board of Supervisors:

1. Approve the Action Summary for the meeting of May 21, 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

[24-972](#)

5. Approval of the Action Summary - Meeting of May 20, 2024

Recommendation: That the Board of Supervisors:

1. Approve the Action Summary for the meeting of May 20, 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

[24-912](#)

6. Renewal of Redwood Region Entertainment and Education Liaisons, Inc. (RREEL) Agreement

Recommendation: That the Board of Supervisors:

1. Approve the addition of the Film Humboldt incentive program to the scope of services under the agreement with the RREEL;
2. Approve delegating film permit coordination activities back to RREEL;
3. Direct staff to draft an amendment to the professional services agreement with RREEL at 5% of Transient Occupancy Tax (TOT) plus \$20,000 per year and to extend the term to June 30, 2027; and
4. Authorize the County Administrative Officer to sign this amendment as well as other subsequent addendums and modifications to the agreement with RREEL, conditioned upon review and approval by 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

[24-985](#)

7. Appointment of the Agricultural Commissioner/Sealer of Weights and Measures and Approval of an Advance Step

Recommendation: That the Board of Supervisors:

1. Approve the appointment of Weylan Shaw as the Agricultural Commissioner/Sealer of Weights and Measures effective June 9, 2024; and
2. Approve an advance step placement of Step A.

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 Counsel24-962**8. Extension of Extra-Help Hours - County Counsel 1100-121 (4/5 Vote Required)****Recommendation:** That the Board of Supervisors:

1. Authorize the extension of extra-help employment hours for Gabriel Smith to a maximum of nine hundred ninety-eight (998) hours for fiscal year 2023-24 (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**Department of Health and Human Services: Administration**24-921**9. Professional Services Agreement with Area 1 Agency on Aging up to \$84,106 Regarding the Provision of Administrative Services Related to the Development, Implementation and Administration of an Area Plan Pertaining to Support Services Provided to Older Adults Residing in Humboldt County****Recommendation:** That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Area 1 Agency on Aging regarding the provision of administrative services related to the development, implementation and administration of an area plan pertaining to support services provided to older adults residing in Humboldt County in an amount not to exceed \$84,106 for the period of July 1, 2024, through June 30, 2025;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Area 1 Agency on Aging, after review and approval by County Counsel, Risk Management and the County Administrative Office;
3. Find that paying Area 1 on Agency on Aging in advance for the provision of the administrative services required pursuant to the terms and conditions of the attached professional services agreement will serve a public purpose by ensuring continuity of support services provided to older adults residing in Humboldt County;
4. Authorize issuance of an advance payment in the amount of \$84,106 to Area 1 Agency on Aging for the provision of services required pursuant to the terms and conditions of the attached professional services agreement for the period of July 1, 2024, through June 30, 2025; and
5. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with Area 1 Agency on Aging to the Department of Health and Human Services - Contract Unit 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

[24-946](#)

10. Grant Agreement with California CareForce Regarding the Provision of Accessible, Low-Barrier Medical Services in Humboldt County

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached grant agreement with California CareForce regarding the provision of accessible, low-barrier medical services in Humboldt County in an amount not to exceed \$10,000 for the period of July 12, 2024 through July 13, 2024;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached grant agreement with California CareForce, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one fully executed original copy of the attached grant agreement with California CareForce to the Department of Health and Human Services - Contract Unit 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: Behavioral Health

[24-917](#)

11. Behavioral Health Fiscal Year 2023-2024 Substance Use Disorder Supplemental Budget (Requires 4/5 Vote)

Recommendation: That the Board of Supervisors:

1. Approve the attached supplemental budget in the amount of \$1,833,324 for Fiscal Year 2023-2024, Department of health and Human Services - Behavioral Health Fund 1180, Substance Use Disorder Budget Unit 425 (Requires 4/5 Vote).

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

[24-989](#)

12. Resolution Authorizing Acceptance of Funding Made Available through the California Health Facilities Financing Authority's Investment in Mental Health Wellness Grant Program for Children and Youth

- Recommendation:** That the Board of Supervisors:
1. Waive the requirements of the Humboldt County Nuclear-Free Ordinance with regard to Grant Agreement Number CY-HUMB-02 with the California Health Facilities Financing Authority;
 2. Adopt the attached resolution which authorizes the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute and deliver Grant Agreement Number CY-HUMB-02, and any subsequent amendments thereto, along with any and all other agreements, certifications and documents necessary to accept and secure funding made available through the California Health Facilities Financing Authority's Investment in Mental Health Wellness Grant Program for Children and Youth; and
 3. Direct the Clerk of the Board to return two (2) fully executed certified copies of the attached resolution to the Department of Health and Human Services - Contract Unit for submission to the California Health Facilities Financing Authority.

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: Social Services

24-931

13. Professional Services Agreement in an Amount Not to Exceed \$4,514,620 with Changing Tides Family Services Regarding the Provision of Administrative and Transitional Support Services Related to Stage One Childcare Services Provided to Families Participating in the California Work Opportunity and Responsibility to Kids Program

- Recommendation:** That the Board of Supervisors:
1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Changing Tides Family Services regarding the provision of administrative and transitional support services related to Stage One childcare services provided to families participating in the California Work Opportunity and Responsibility to Kids Program in an amount not to exceed \$4,514,620 for the period of July 1, 2024, through June 30, 2026;
 2. Authorize the Department of Health and Human Services - Social Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Changing Tides Family Services, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
 3. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with Changing Tides Family Services to the Department of Health and Human Services - Contract Unit 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

Libraries[24-948](#)

14. Assignment of Garberville Campus Complex Conference Room Located at 715 Cedar Street, Garberville and Approve Rental Agreement and Rental Rates for Library Conference Room Space at 715 Cedar Street, Garberville and Large Meeting Room at the Eureka Main Library, 1313 Third Street, Eureka

Recommendation: That the Board of Supervisors:

1. Assign the Garberville Campus Complex Conference Room located at 715 Cedar Street, Garberville to the Humboldt County Garberville Branch Library;
2. Approve the attached rental agreements and rental rates for future use of the Garberville Branch Library Conference Room at 715 Cedar Street, Garberville Library and the Large Meeting Room of the Humboldt County Main Library at 1313 Third Street, Eureka;
3. Approve reduction in room rental rates for the Garberville Campus Complex Conference Room located at 715 Cedar Street, Garberville; and
4. Authorize Board Chair to sign agreement (Attachments 1 and 2) and policy (Attachment 5).

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[24-947](#)

15. Reduction of Walk-in-Service Hours for the Planning and Building Department

Recommendation: That the Board of Supervisors:

1. Authorize the Planning and Building Department to reduce public counter hours to Monday through Thursday, from 8:30 am to 2 pm, and be closed on Fridays.

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[24-710](#)

16. Adoption of an Ordinance Adding Humboldt County Code Section 431-110 Relating to Parking on Washington Avenue in the McKinleyville Area in Humboldt County

Recommendation: That the Board of Supervisors:

1. Adopt the Ordinance adding Humboldt County Code Section 431-110 relating to parking in the McKinleyville area; of Title IV of the Humboldt County Code; and
2. Direct Public Works staff to file a Notice of Exemption with the County Clerk finding that the Project is categorically exempt from environmental review pursuant California Environmental Quality Act (CEQA) Guidelines set forth in California Code of Regulations, Title 14, Division 6, Chapter 3, Section 15301 - "Existing Facilities" and Section 15304 - "Minor Alterations to Land".

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

[24-908](#)

17. Second Amendment to Lease at 404 H Street, Eureka

Recommendation: That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to execute the Second Amendment to the Lease at 404 H Street, Eureka;
2. Ratify and authorize the Probation Department to submit a one-time payment of \$432 for increases in janitorial fees; and
3. Direct the Clerk of the Board to return one (1) executed original of the Second Amendment to Public Works Real Property 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

[24-919](#)

18. Bid Award Authorization for Storm Damage Repair to Mattole Road (Bull Creek) (F3D010) at Post Miles 13.66-13.68 and 16.15

Recommendation: That the Board of Supervisors:

1. Receive and file the bid proposals submitted for Storm Damage Repair to Mattole Road (Bull Creek) (F3D010) at Post Miles 13.66-13.68 and 16.15;
2. Award the project agreement to G.R. Wilcox Enterprises, Inc., for the total amount of \$1,061,150.69;
3. Authorize the Chair of the Board to execute the project agreement with G.R. Wilcox Enterprises, Inc., upon submittal of the appropriate bonds and insurance; and
4. Authorize the Public Works Director to execute contract change orders up to the amounts of \$49,026 for Post Miles 13.66-13.68 and \$29,031 for Post Mile 16.15.

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

[24-928](#)

19. Accept Completed Contract for Redway Drive/Redwood Drive Highway Safety Improvement Project

- Recommendation:** That the Board of Supervisors:
1. Accept the completed contract, including all change orders approved by the Public Works Department, between Ford Logging, Inc. dba Pacific Earthscape and Humboldt County for construction of the Redway Drive/Redwood Drive Highway Safety Improvement Project; and
 2. Approve the final claim for payment, to be submitted by the Public Works Department to the Auditor-Controller, in the amount of \$737, which will bring the total amount paid to 100% of the contract.

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

[24-937](#)

20. Accept Completed Contract for Storm Damage Repair to Alderpoint Road (F6B165) Post Miles 40.21 to 40.70

- Recommendation:** That the Board of Supervisors:
1. Accept the completed contract, including all change orders approved by the Public Works Department, between Wahlund Construction, Inc., and Humboldt County for construction of Storm Damage Repair to Alderpoint Road (F6B165) Post Miles 40.21 to 40.70; and
 2. Approve the final claim for payment, to be submitted by the Public Works Department to the Auditor-Controller, in the amount of \$185.00, which will bring the total amount paid to 100% of the contract.

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

[24-975](#)

21. Position Allocation Modification for the Humboldt County Sheriff's Office (HCSO) Business Office and Exemption to the Hiring Freeze

- Recommendation:** That the Board of Supervisors:
1. Approve the allocation of 1.0 FTE Fiscal Services Supervisor (class 1149, salary range 408) in budget unit 1100-221 effective July 1, 2024;
 2. Approve the deallocation of 1.0 FTE Fiscal Assistant I/II (class 0177, salary range 338/355) in budget unit 1100-221 effective July 1, 2024;
 3. Approve the deallocation of 1.0 FTE Accounting Technician (class 0355, salary range 391) in budget unit 1100-221 effective July 1, 2024; and
 4. Approve an exemption to the hiring freeze for the new allocation of the 1.0 FTE Fiscal Services Supervisor listed in recommendation #1.

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

Treasurer/Tax Collector

24-952

22. Request Discharge of Accountability for Treasurer Tax Collector and Revenue Recovery Accounts

Recommendation: That the Board of Supervisors:

1. Approve an Authorization of discharge of accountability for unsecured county tax assessments, penalties and costs deemed uncollectable by the Treasurer-Tax Collector pursuant to Revenue and Taxation Code 2611.1; and
2. Approve Revenue Recovery's application for discharge of accountability for specified debt collection accounts, pursuant to Government Code Sections 25257, 25258 and 25259.

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

F. PUBLIC COMMENT ON NON-AGENDA ITEMS

G. MATTERS SET FOR TIME CERTAIN

H. PUBLIC HEARINGS

Planning and Building Department

24-910

1. Revocation of a Conditional Use Permit for a Cannabis Dispensary and a Special Permit for a Cannabis Distribution 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; and
2. Close the public hearing; and
3. Adopt the resolutions (Attachment 1 and 2) which do the following:
 - a. Finds that the use for which the permits were granted have ceased to exist; and
 - b. Revokes the Conditional Use Permit and 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 permit holder, land owner, the Planning and Building Department, and any other interested party.

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

I. MATTERS INITIATED BY BOARD

J. DEPARTMENT REPORTS

County Administrative Office

24-944

1. Annual Report from the Humboldt Del-Norte Film Commission

Recommendation: That the Board of Supervisors:

1. Receive the contractual annual presentation from Commissioner Hesseltine of the Humboldt-Del Norte Film Commission.

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

Planning and Building Department

24-899

2. Code Enforcement Unit Annual Report

Recommendation: That the Board of Supervisors:

1. Receive the Code Enforcement Unit's Annual Report.

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.

_____

06/11/2024