

**BOARD OF SUPERVISORS**

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



**COUNTY STAFF**

ELISHIA HAYES  
County Administrative Officer  
SCOTT MILES  
Interim 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 - Final**

Tuesday, October 24, 2023

9:00 AM

Regular Meeting - Hybrid

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The County of Humboldt is committed to providing equal access to all county programs, services and activities through the provision of accommodations for individuals with qualified disabilities as required under the Americans with Disabilities Act. With 72 hours prior notice, a request for reasonable accommodation or modification can be made. Please contact the Clerk of the Board Office at 707-476-2390 or by email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us) or the ADA Coordinator at 844-365-0352 or by email at [ada@co.humboldt.ca.us](mailto:ada@co.humboldt.ca.us).

The Fourth Street Courthouse entrance re-opened to the public on Monday, September 11, 2023; However, the Fourth Street parking lot will remain closed while exterior work is completed. ADA Accessible parking is available in the dirt parking lot on the north side of the jail, located on K and Fourth Streets

If you are unable to access the courthouse due to the closure of the 4th Street entrances remote/teleconferencing, live viewing of meetings is available on Access Humboldt as well as streaming of the meeting. Public comment can be made through Zoom or email.

**REMOTE/TELECONFERENCE PARTICIPATION**

Conference Line: 720 707 2699

Meeting ID: 897 2847 9898

**Please note: Those not able to attend the Board of Supervisors meeting in person will have the opportunity to provide public comment via Zoom; however, the County of Humboldt cannot guarantee that the Zoom system will be available for the entirety of every meeting. The only ways to guarantee that your comment is received and considered by the Board of Supervisors are to attend the meeting in person or submit your comment in writing in advance of the meeting.**

**Zoom Public Comment:**

**When the Board of Supervisors announce the agenda item that you wish to comment on, call the conference line, enter Meeting ID and press star (\*) 9 on your phone, this will raise your hand. You'll continue to hear the Board meeting on the call. When it is time for public comment on the item you wish to speak on, you'll hear a prompt that will indicate your phone is unmuted. Please state your name and the agenda item number you will be commenting on. You will have 3 minutes to comment. Please turn off your TV or live stream to avoid delays.**

**Email Public Comment:**

**To submit public comment to the Board please email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us), provide your name and the agenda item number(s) on which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.**

**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, during normal business hours.**

**Persons wishing to file documentation on any agenda item for the official record must submit an original and seven (7) copies of each document to the Clerk of the Board of Supervisors, Room 111 of the County Courthouse, 825 5th Street in Eureka. 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.)**

**You may access the live stream of the meeting by using the following link:**

**<https://humboldt.legistar.com>**

**A. ROLL CALL**

**B. SALUTE TO THE FLAG**

**C. MODIFICATIONS TO THE AGENDA**

**D. CONSENT CALENDAR**

**Agricultural Commissioner**

**[23-1396](#)**

- 1. Approval of Standard Agreement No. 23-0603-000-SG, Known as the High-Risk Pest Exclusion**

Program Contract in the Amount of \$24,534.55

- Recommendation:** That the Board of Supervisors:
1. Approve Standard Agreement No. 23-0603-000-SG, known as the High-Risk Pest Exclusion Program contract with the California Department of Food and Agriculture;
  2. Authorize the Chair to sign the original agreement and direct the Clerk of the Board to return all copies to the Agriculture Department for further processing; and
  3. Grant a waiver from the provisions of the Nuclear-Free Ordinance given that the contract provides no direct conflict with the intent of the Nuclear-Free Ordinance.

**Attachments:** [Staff Report](#)  
[Standard Agreement No. 23-0603-000-SG.pdf](#)

### **Assessor**

[23-1229](#)

2. Assessor Fiscal Year (FY) 2022-23 Supplemental Budget (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Approve the attached supplemental budget for FY 2022-23 in Fund 1100, Budget Unit 113 in the amount of \$4,800 (4/5 vote required).

**Attachments:** [Staff Report](#)  
[Supplemental Budget](#)

### **Aviation**

[23-1249](#)

3. Aviation Enterprise Fund (3530) Year-End Appropriation Transfer and Supplemental Budgets for Fiscal Year (FY) 2022-23 (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Approve the attached appropriation transfer and supplemental budgets for Aviation Enterprise Fund (3530) (4/5 Vote Required).

**Attachments:** [Staff Report](#)  
[3530381 Supplemental Budget](#)  
[3539170 Supplemental Budget](#)  
[3530373 Budget Adjustment Form](#)

### **Board of Supervisors**

[23-1234](#)

4. Resolution Recognizing Bruce E. Kessler, M.D., FACP on being Honored as the California Medical Association's (CMA) Frederick K.M. Plessner Memorial Award (Supervisor Rex Bohn)

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

1. Adopt the resolution.

**Attachments:**

[Staff Report](#)

[Dr. Bruce Kessler Plessner Award Resolution .pdf](#)

[23-1364](#)

5. Retirement Resolution for Jay'ne McCain (Supervisor Steve Madrone)

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

1. Adopt the Retirement Resolution for Jay'ne McCain.

**Attachments:**

[Staff Report](#)

[Jay'ne McCain.pdf](#)

[23-1390](#)

6. Humboldt County SNAP Challenge Week Proclamation (Supervisor Natalie Arroyo)

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

1. Adopt the proclamation.

**Attachments:**

[Staff Report](#)

[SNAP Challenge Week Proclamation.pdf](#)

[23-1413](#)

7. Reappoint Leslie Dervan-Droz to the Humboldt County Housing Commission Representing the Fifth District (Supervisor Steve Madrone)

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

1. Receive and file the report.

**Attachments:**

[Staff Report](#)

[Housing Authority Commission 102323.pdf](#)

[23-1433](#)

8. Kiwanis Club of Fortuna Annual Businesswomen's Certificates of Recognition (Supervisor Michelle Bushnell)

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

1. Authorize the Chair to ratify the Certificates of Recognition.

**Attachments:**

[Staff Report](#)

[Fortuna Kiwanis Business Women of the Year Certificates.pdf](#)

[23-1437](#)

9. Henderson Center Kiwanis 2023 Certificates of Recognition (Supervisor Natalie Arroyo and Supervisor Rex Bohn)

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

**Attachments:** [Staff Report](#)  
[Certificates.pdf](#)

### **Clerk of the Board**

[23-1417](#)

10. Approval of the Action Summary - Meeting of October 12, 2023

**Recommendation:** That the Board of Supervisors:  
1. Approve the Action Summary for the meeting of October 12, 2023, and authorize the Clerk of the Board and the Board Chair to sign the minute book in accordance with California Governmental Code Section 25103.

**Attachments:** [Staff Report](#)  
[Action Summary - October 12, 2023.pdf](#)  
[Minute Sheet.docx](#)

[23-1438](#)

11. Notice of At-Large Vacancy on the Forestry Review Committee

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

**Attachments:** [Staff Report](#)  
[Forestry ReviewPositionVacancyALT102823doc.pdf](#)

[23-1439](#)

12. Letter of Appreciation to Chris Carroll for His Service on the Forestry Review Committee

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

**Attachments:** [Staff Report](#)  
[Letter of Appreciation.pdf](#)

### **County Administrative Office**

[23-1314](#)

**13. Fourth Modification to Humboldt County Local Equity Program Manual**

- Recommendation:** That the Board of Supervisors:
1. Approve modifications to the Humboldt County Local Equity Program (LEP) Manual;
  2. Authorize staff to open a new grant round for the LEP applicants using the 2023 Cannabis Equity Grant award and updated LEP Manual; and
  3. Authorize the County Administrative Officer to execute sub-awards to eligible applicants under the Local Equity Program.

- Attachments:** [Staff Report](#)  
[CEG 2023 Grant Agreement](#)  
[Local Equity Program Manual V2.1 \(Redlined\)](#)  
[Local Equity Program Manual V2.2 \(Draft\)](#)  
[First Amendment to the CEG 2023 Grant Agreement](#)  
[Resolution 23-63](#)

[23-1415](#)

**14. Professional Services Agreement with Granicus, LLC Regarding the Provision of Technological Support Services**

- Recommendation:** That the Board of Supervisors:
1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Granicus, LLC regarding the provision of technological support services in an amount not to exceed Five Hundred Eighty-Nine Thousand Two Hundred Sixty-Two Dollars and Twenty-One Cents (\$589,262.21) for the period of June 5, 2023 through June 30, 2028;
  2. Authorize the Information Technology Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Granicus, LLC, after review and approval by County Counsel, Risk Management and the County Administrative Office - Management and Budget Team; and
  3. Direct the Clerk of the Board to provide the Information Technology Division of the County Administrative Office with one (1) fully executed, certified copy of the Board Order related to this item.

- Attachments:** [Staff Report](#)  
[Granicus Technical Support Services Agreement Granicus executed\\_rm.pdf](#)

[23-1427](#)

**15. Change Order Authorization for the Humboldt County Courthouse Fourth Street Americans with Disabilities Act Modification Project, Project Number 2020-101 (4/5 Vote Required)**

- Recommendation:** That the Board of Supervisors:
1. Authorize the Purchasing Agent to sign the Change Order 1 for the

Humboldt County Courthouse Fourth Street Americans with Disabilities Act (ADA) Project, Project Number 2020-101, in the amount of One Hundred Thirty-Five Thousand Three Hundred Eight Dollars (\$135,308.00) (4/5 vote required); and

2. Direct the Clerk of the Board to provide the County Administrative Office - ADA Team with one (1) fully executed, certified copy of the Board Order related to this item.

*Attachments:*        [Staff Report](#)  
                              [Attachment 1- Change Order 1](#)

### **County Clerk/Recorder/Registrar of Voters**

[23-1321](#)

16. Supplemental Budget for Elections in the Amount of \$98,133 and Record Conversion in the Amount of \$73,133, and Request for General Fund Contingencies in the Amount of \$80,472 for Fiscal Year 2022-23 (4/5 Vote Required)

*Recommendation:*     That the Board of Supervisors:

1. Approve the attached Supplemental Budget for Elections in the amount of \$98,133 and Record Conversion in the Amount of \$73,133 for Fiscal Year (FY) 2022-23 (4/5 Vote Required); and
2. Approve the attached transfer Contingencies in the amount of \$80,472 for FY 2022-23 (4/5 Vote Required).

*Attachments:*        [Staff Report](#)  
                              [FY 22-23 Supplemental Budget 1100-140](#)  
                              [FY 22-23 Appropriation Transfer 1100-990](#)

### **Department of Health and Human Services: Administration**

[23-1149](#)

17. Health Information Exchange Organization Participation Agreement with North Coast Health Improvement and Information Network Regarding the Provision of Data Transmission Services

*Recommendation:*     That the Board of Supervisors:

1. Approve, and authorize the Department of Health and Human Services Director, or a designee thereof, to execute, the attached health information exchange organization participation agreement with North Coast Health Improvement and Information Network regarding the provision of certain data transmission services for the period of April 1, 2022 through June 30, 2029; and
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to, and any other agreements, certifications, attestations, documents and project addenda directly associated with, the attached health information exchange organization participation agreement with North Coast Health Improvement and Information Network, after review and approval by County Counsel, Risk Management and

the County Administrative Office; and  
3. Direct the Clerk of the Board to provide the Department of Health and Human Services - Contract Unit with one fully executed, certified copy of the Board Order related to this item.

**Attachments:**

[Staff Report](#)

[FY 21-22 NCHIIN Master HIE Participation Agreement-FINAL 20230726 - signu  
23-1206](#)

18. Professional Services Agreement with Arcata House Partnership Regarding the Provision of Emergency Shelter, Case Management and Supportive Services to Individuals who are Experiencing Homelessness 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 Arcata House Partnership regarding the provision of emergency shelter, case management and supportive services to individuals who are experiencing homelessness in Humboldt County in an amount not to exceed \$955,819.50 for the period of July 1, 2023 through Sept. 30, 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 professional services agreement with Arcata House Partnership, 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 Arcata House Partnership to the Department of Health and Human Services - Contract Unit for further processing.

**Attachments:**

[Staff Report](#)

[Professional Services Agreement with Arcata House Partnership Regarding the Pr](#)

**Public Works**

[23-1358](#)

19. Accept Completed Contracts for Storm Damage Repair to Alderpoint Road (F6B165) Post Miles 21.80, 22.80, 23.00-23.05, and 23.75

**Recommendation:**

That the Board of Supervisors:

1. Accept the completed contracts, including all change orders approved by the Public Works Department, between Granite Construction Company and Humboldt County for construction of Storm Damage Repair to Alderpoint Road (F6B165) Post Miles 21.80, 22.80, 23.00-23.05, and 23.75; and
2. Approve the final claims for payment, to be submitted by the Public Works Department to the Auditor-Controller, in the amounts of \$200 for Post Miles 21.80, 22.80, 23.00-23.05 and \$421.60 for Post Mile 23.75, which will bring the



total amounts paid to 100% of the contracts.

**Attachments:** [Staff Report](#)  
[Executed Project Agreement and Change Orders](#)  
[Acceptance Statements](#)

[23-1388](#)

20. Accept Completed Contract for Manila State Route 255 Shared Use Pathway Project

**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 Manila State Route 255 Shared Use Pathway 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 \$170, which will bring the total amount paid to 100% of the contract.

**Attachments:** [Staff Report](#)  
[Executed Project Agreement and Change Orders](#)  
[Acceptance Statement](#)

[23-1447](#)

21. Notice of Intention to Purchase Real Property Located at 3007 I Street, Eureka, Ca. and 3015 I Street, Eureka, Ca.

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

1. Approve, and authorize the Chair of the Board to execute the Notice of Intention to Purchase Real Property located at 3007 I Street, Eureka, California and 3015 I Street, Eureka, California (Attachment 1) in accordance with California Government Code Section 25350;
2. Direct the Clerk of the Board to publish the attached Notice of Intention to Purchase Real Property located at 3007 I Street, Eureka, California and 3015 I Street, Eureka, California once a week for three (3) successive weeks pursuant to Government Code section 6063; and
3. Direct Public Works to post the notice in accordance with Government Code section 25350.

**Attachments:** [Staff Report](#)  
[Attach 1 - Notice of Intention to purchase 3007-3015 I St.docx](#)  
[Attach 2 - Appraisal.PDF](#)  
[Attach 3 - Title Report.pdf](#)

**Sheriff**

[23-1233](#)

22. Supplemental Budgets for FY2023-24 for Sheriff Operations 1100-221 (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Approve a Supplemental Budget for the Nor Cal Coalition Safeguard Communities (1100-221955) for Fiscal Year (FY) 2023-24 (Attachment 1) (4/5 vote required);
  2. Approve a Supplemental Budget for the EMPG-ARPA (1100-221585) for FY 2023-24 (Attachment 2) (4/5 vote required); and
  3. Approve a Supplemental Budget for the CalOES High-Frequency Grant (1100-221805) for FY 2023-24 (Attachment 3) (4/5 vote required).

- Attachments:**
- [Staff Report](#)
  - [Supplemental Budget for Nor Cal Coalition Safeguard Communities \(1100-22195\)](#)
  - [Supplemental Budget for EMPG-ARPA \(1100-221585\)](#)
  - [Supplemental Budget for CalOES High-Frequency Grant \(1100-221805\)](#)

## E. ITEMS PULLED FROM CONSENT

## F. PUBLIC COMMENT ON NON-AGENDA ITEMS

## G. MATTERS SET FOR TIME CERTAIN

### County Counsel (Closed Session)

[23-1434](#)

1. 10:00 AM - Conference with Legal Counsel – Anticipated Litigation: Initiation of litigation pursuant to Government Code Section 54956.9(d)(4) (two potential cases)

## H. DEPARTMENT REPORTS

### Clerk of the Board

[23-1449](#)

1. Appointment of 2024 Delegate and Alternate to Rural County Representatives of California (RCRC) Board of Directors, Golden State Finance Authority (GSFA), and Golden State Connect Authority (GSCA)

- Recommendation:** That the Board of Supervisors:
1. Appoint a Delegate and Alternate to the RCRC Board of Directors, GSFA, and GSCA for calendar year 2024; and
  2. Direct the Clerk of the Board to complete the designation of 2024 delegate and alternate forms and forward to RCRC staff member Maggie Chui, 1215 K Street, Suite #1650, Sacramento, CA 955814 of the appointment.

*Attachments:*        [Staff Report](#)  
[RCRC Memo and Form.pdf](#)  
[Golden State Finance Authority Memo and Form.pdf](#)  
[Golden State Connect Memo and Form.pdf](#)

**Planning and Building Department**

[23-1374](#)

2. Recommended Actions to Address Cannabis Permit Holders and Applicants with Delinquent Excise Taxes and Unpaid Application Costs

*Recommendation:*        That the Board of Supervisors direct staff to take the following actions

1. Implement the Proposed Actions listed below (a-d) for cultivation sites with delinquent taxes; and
2. Implement the Proposed Actions listed below (a-d) for applicants and permit holders who have not paid their permit processing fees.

*Attachments:*        [Staff Report](#)

**I. MATTERS INITIATED BY BOARD MEMBERS**

**Board of Supervisors**

[23-1394](#)

1. Presentation from the California Department of Insurance Regarding the Statewide and Local Impact of Fire Insurance Issues (Supervisor Michelle Bushnell)

*Recommendation:*        That the Board of Supervisors:

1. Hear the presentation from the California Department of Insurance;
2. Discuss the current issues with fire insurance; and
3. Take appropriate action as needed.

*Attachments:*        [Staff Report](#)  
[9.21.23-Homeowners-Insurance-EO.pdf](#)  
[CDI Lara announces California Sustainable Insurance Strategy 9.21.23.pdf](#)  
[California-s-Sustainable-Insurance-Strategy-slides.pdf](#)

**J. PUBLIC HEARINGS**

**Planning and Building Department**

[23-1377](#)

1. Benbow Properties, Inc. Zone Reclassification  
Assessor Parcel Numbers (APNs) 033-041-039 (formerly 033-041-036) and 033-160-002  
Record No.: PLN-2021-17037

## Garberville/Benbow Area

- Recommendation:** That the Board of Supervisors:
1. Adopt the resolution (Resolution 23-\_\_\_). (Attachment 1) which does the following:
    - a. Makes all of the required findings for approval based on evidence in the staff report and public testimony; and
    - b. Approve the Zone Reclassification.

- Attachments:**
- [Staff Report](#)
  - [Attachment 1 - Resolution](#)
  - [Attachment 2 - Rezone Ordinance](#)
  - [Attachment 3 - Site Plan](#)
  - [Attachment 4 - Referral Comments](#)
  - [Attachment 5 - PC Resolution 23-066\\_Benbow Properties\\_17037](#)
  - [Attachment 6 - Post Adoption Summary of Ordinance](#)
  - [Attachment 7 - Public Comment](#)

[23-1378](#)

2. Rock and Sky, LLC, General Plan Amendment and Zone Reclassification  
Assessor Parcel Numbers (APNs) 033-101-011, 033-041-038, 033-091-025, 033-091-026, 033-091-027, 033-091-033, 033-091-034, 033-091-035, 033-101-001, 033-101-002, 033-101-003, 033-101-004, 033-101-005, 033-101-006, 033-101-007, 033-101-008, 033-101-010, 033-101-015, 033-101-021, 033-101-022, 033-101-028, 033-101-029, 033-101-031, 033-101-032, and 033-101-035  
Record No.: PLN-2021-17209  
Garberville/Benbow Area

- Recommendation:** That the Board of Supervisors:
1. Adopt the resolution (Resolution 23-\_\_\_). (Attachment 1) which does the following:
    - a. Makes all of the required findings for approval based on evidence in the staff report and public testimony; and
    - b. Approves the General Plan Amendment and Zone Reclassification

*Attachments:*

[Staff Report](#)

[Attachment 1 - Resolution](#)

[Attachment 2 - Rezone Ordinance](#)

[Attachment 3 - Site Plan 05.12.2021](#)

[Attachment 4 - Referral Comments](#)

[Attachment 4A - Public Works](#)

[Attachment 5 - Constraints Exhibits](#)

[Attachment 6 - Resolution 23-072 Rock and Sky 17209](#)

[Attachment 7 - Post Adoption Summary of Ordinance](#)

[Attachment 8 - Public Comment 10-18-2023](#)

**K. CLOSED SESSION (See Matter Set for Time Certain)**

**L. ADJOURNMENT**