

**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, May 23, 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)

**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.

**Zoom Public Comment:**

When the Board of Supervisors announce the agenda item that you wish to comment on, call the conference line 720 707 2699, enter Meeting ID 833 2338 1569 and press star (\*) 9 on your phone, this will raise your hand. You'll continue to hear the Board meeting on the call.

**PLEASE TURN OFF YOUR TV OR LIVE STREAM TO AVOID DELAYS.**

**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.**

**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 / ITEMS PULLED FROM CONSENT**

**D. CONSENT CALENDAR**

**Aviation**

[23-723](#)

1. Addendum No. 1 for the California Redwood Coast-Humboldt County Airport (ACV) Parking Lot Rehabilitation Project

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

1. Receive and approve the attached Addendum for the ACV Parking Lot Rehabilitation Project;
2. Direct the Department of Aviation to issue and post the attached Addendum to the County of Humboldt Purchasing website, the Humboldt County Department of Aviation website, and to all Plan Set Holders; and
3. Further direct the Department of Aviation to keep the attached Addendum on file in the office of the Humboldt County Department of Aviation Administration Office located at 3561 Boeing Avenue, McKinleyville, California 95519.

***Attachments:*** [Staff Report](#)  
[ACV Parking Lot Rehabilitation - Revised Plan Set](#)

**Board of Supervisors**

[23-651](#)

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

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

1. Receive and file the report.

**Attachments:** [Staff Report](#)  
[Board Member Expense Forms.pdf](#)

[23-656](#)

3. SB 704 (MIN): California Coastal Act of 1976: Industrial Developments: Oil and Gas Facilities: Offshore Wind Letter of Support (Supervisor Mike Wilson)

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

**Attachments:** [Staff Report](#)  
[SB 704 Bill Text.pdf](#)  
[SB 704 Off Shore Wind Generation Support Letter.pdf](#)  
[Support Letter SB 704.pdf](#)

[23-662](#)

4. Proclaim May 2023 as Caregiver Appreciation Month (Supervisor Steve Madrone)

**Recommendation:** That the Board of Supervisors:  
1. Adopt the proclamation.

**Attachments:** [Staff Report](#)  
[Caregivers Appreciation Proclamation.pdf](#)

[23-698](#)

5. Resolution and Certificate of Recognition in Honor of Criss Schaafsma's 100th Birthday (Supervisor Michelle Bushnell)

**Recommendation:** That the Board of Supervisors:  
1. Ratify authorization for the Chair to sign the resolution and certificate.

**Attachments:** [Staff Report](#)  
[Criss Schaafsma 100th Birthday Certificate.pdf](#)  
[Criss Schaafsma 100th Birthday Resolution.pdf](#)

[23-704](#)

6. Letter of Appreciation to Harry Vaughn for his Service on the Humboldt County Fish and Game Advisory Commission as a Second District Representative (Supervisor Michelle Bushnell)

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

**Attachments:** [Staff Report](#)  
[Mr. Vaughn Appreciation.pdf](#)  
[Executed Letter to Mr. Vaughn.pdf](#)

[23-731](#)

7. Proclaim May 2023 as “Asian American and Pacific Islander Heritage” in Humboldt County (Supervisor Mike Wilson)

**Recommendation:** That the Board of Supervisors:  
1. Adopt the Proclamation.

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

**Child Support Services**[23-595](#)

8. Acting Supervisor assignment for Darrell Cline as Departmental Information Systems Supervisor (Class 0380, Step E) effective 05/14/2023 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:  
1. Approve acting supervisor assignment for Darrell Cline as Departmental Information Systems Supervisor (Class 0380, Step E) effective 05/14/2023 for six months or until the position is filled. (4/5 Vote Required)

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

**County Administrative Office**[23-629](#)

9. Bid Award Authorization for the Humboldt County Courthouse Restrooms Americans with Disabilities Act Modification Project, Project Number 2020-102

**Recommendation:** That the Board of Supervisors:  
1. Receive and file the bids for the Humboldt County Courthouse Restrooms Americans with Disabilities Act Modification Project, Project Number 2020-102;  
2. Award the Tier 1 project agreement to the lowest responsible and responsive bidder, Adams Commercial General Contracting, Inc. in the amount of \$2,185,849;  
3. Authorize the Purchasing Agent to sign a project agreement with Adams Commercial General Contracting, Inc., that is substantially similar to the sample agreement attached hereto after review and approval by County Counsel, Risk Management and the County Administrative Office; and  
4. Authorize the Purchasing Agent to execute contract change orders up to the amount of \$218,584.90.

**Attachments:** [Staff Report](#)  
[Bidders List](#)  
[Sample Agreement](#)

[23-659](#)

10. Position Allocation for the County Administrative Office - Information Technology Division of a 1.0 Full-Time Equivalent Information Technology Applications Analyst I/II

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

1. Approve the allocation of a 1.0 full time equivalent Information Technology Applications Analyst I/II position (class 0622) in Budget Unit 3550-118, effective the beginning of the next bi-weekly pay period following approval; and
2. Approve, and authorize the County Administrative Officer to execute, the attached inter-departmental memorandum of understanding between the Department of Health and Human Services and the County Administrative Office - Information Technology Division regarding funding the allocation of a 1.0 full time equivalent Information Technology Applications Analyst I/II position.

**Attachments:** [Staff Report](#)  
[MOU for DHHS Funded Staff in IT](#)

[23-701](#)

11. First Amendment to the Software License and Support Services Agreement with Sherpa Government Solutions, LLC Regarding the Installation, Implementation and Maintenance of a Budget Formulation, Management and Reporting Software System

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

1. Approve, and authorize the County Administrative Officer, or a designee thereof, to execute, the attached first amendment to the software license and support services agreement with Sherpa Government Solutions, LLC regarding the installation, implementation and maintenance of a budget formulation, management and reporting software system; and
2. Authorize the County Administrative Officer to execute any and all subsequent amendments to the software license and support services agreement with Sherpa Government Solutions, LLC, after review and approval by County Counsel and Risk Management.

**Attachments:** [Staff Report](#)  
[First Amendment to FY 18-19 Sherpa Government Solutions Software License an Sherpa SLA as of 1-1-2022](#)  
[COI 19558424- Humboldt County](#)  
[signed RMP First Amendment to FY 18-19 Sherpa Government Solutions Software](#)

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

[23-663](#)

12. Extension of Extra Help Hours Past the 960 Hour Limit

**Recommendation:** That the Board of Supervisors:  
1. Approve a waiver of the 960 extra-help limitation for the following staff and an extension of 960 hours, to a maximum of 1,920 hours for fiscal year 2022-23, pursuant to Section 7 of the Humboldt County Salary Resolution.

**Attachments:** [Staff Report](#)  
[23-682](#)

13. Aguilar Manor Community Care Expansion Program Grant Application

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Department of Health and Human Services - Administration to submit a joint application with Aguilar Manor to the California Department of Social Services for Community Care Expansion program grant funding to support an increase in Residential Care Facilities for the Elderly capacity in Humboldt County;  
2. Authorize the commitment of up to \$150,000 in Department of Health and Human Services funding to the proposed Residential Care Facility for the Elderly expansion project;  
3. Approve, and authorize the Chair of the Board to sign a letter of commitment required to apply for Community Care Expansion program grant funding, committing to provide up to \$150,000 in Department of Health and Human Services funding; and  
4. Direct the Clerk of the Board to provide the Department of Health and Human Services - Administration with one fully executed original copy of the attached Letter of Commitment for submission to the Community Care Expansion program.

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

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

[23-488](#)

14. Appointment to the Humboldt County Behavioral Health Board

**Recommendation:** That the Board of Supervisors:  
1. Appoint Leonor Ramirez to the Humboldt County Behavioral Health Board for a three-year term.

**Attachments:** [Staff Report](#)  
[Redacted application for L. Ramirez](#)

[23-642](#)

15. Signature Authorization for Mental Health Organizational Provider Services Agreements with Licensed Specialty Mental Health Service Providers Regarding the Provision of Specialty Mental

## Health Services to Eligible Medi-Cal Beneficiaries Residing in Humboldt County

- Recommendation:** That the Board of Supervisors:
1. Approve the attached mental health organizational provider services agreement template regarding the provision of specialty mental health services to eligible Medi-Cal Beneficiaries residing in Humboldt County;
  2. Authorize the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute mental health organizational provider services agreements that are substantially similar to the attached mental health organizational provider services agreement template, and any and all amendments thereto, 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 (1) fully executed certified copy of the Board order related to this item.

- Attachments:** [Staff Report](#)  
[final FY 23-24 Mental Health Organizational Provider Services Agreement Temp](#)

**Department of Health and Human Services: Public Health**[23-634](#)

16. Grant Agreement with the American Academy of Pediatrics for the Gun Safety, Injury, and Violence Prevention Community Grant

- Recommendation:** That the Board of Supervisors:
1. Approve the grant agreement with the American Academy of Pediatrics (AAP) in the amount of \$15,000 for the term of April 1, 2023, through Dec. 31, 2023;
  2. Authorize the Director of Public Health, or designee thereof, to sign three originals of the agreement;
  3. Authorize the Director of Public Health, or designee thereof, to sign all future amendments and documents directly related to this grant agreement upon review and approval of County Counsel and Risk Management; and
  4. Direct the Clerk of the Board to return one copy of the certified board report to the Department of Health and Human Services (DHHS) - Contract Unit

- Attachments:** [Staff Report](#)  
[County of Humboldt Agreement](#)

**Department of Health and Human Services: Social Services**[23-142](#)

17. Master Subscription and Services Agreement with Binti, Inc. Regarding the Provision of Data Management Services Related to the Resource Family Approval and Foster Placement Processes

- Recommendation:** That the Board of Supervisors:
1. Approve, and authorize the Chair of the Board to execute, the attached master subscription and services agreement with Binti, Inc. regarding the provision of data management services related to the Resource Family Approval and Foster Placement processes for the period of June 19, 2022 through June 30, 2025;
  2. Authorize the Department of Health and Human Services - Child Welfare Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached master subscription and services agreement with Binti, Inc., 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 (1) fully executed original copy of the attached master subscription and services agreement with Binti, Inc. to the Department of Health and Human Services - Contract Unit for further processing.

- Attachments:** [Staff Report](#)  
[Contract - Binti FYs 22-25](#)  
[COI - Binti FYs 22-25 exp. 230811](#)  
[Executed Master Subscription and Services Agreement\\_Binti.pdf](#)  
[23-626](#)

18. Grant Agreements with Community and Family Resource Centers Regarding the Provision of Community Outreach and Support Services Related to the California Work Opportunity and Responsibility to Kids, Temporary Assistance to Needy Families and CalFresh Programs

- Recommendation:** That the Board of Supervisors:
1. Approve the proposed grant of \$1,168,255 to the Humboldt Network of Family Resource Centers in order to allow for the provision of community outreach and support services related to the California Work Opportunity and Responsibility to Kids, Temporary Assistance to Needy Families and CalFresh programs for the period of July 1, 2023 through June 30, 2024;
  2. Authorize the Department of Health and Human Services - Social Services Director, or a designee thereof, to execute individual grant agreements with participating community and family resource centers, in the amounts set forth in the attached Humboldt Network of Family Resource Centers' funding request, that are substantially similar to the attached sample grant agreement template, and any and all subsequent amendments thereto, 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 copy of the Board Order related to this item.

- Attachments:** [Staff Report](#)  
[Grant Agreements with Community and Family Resource Centers Regarding the \]](#)  
[FY 23-24 HNFRC Grant Agreement Template](#)



## Human Resources

[23-699](#)

19. Implementation of Municipal Resource Group (MRG) Phase 2 and Removal of Unused 37.5-hour classifications.

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

- I. Approve the implementation of the Phase 2 equity increases effective the pay period following Board approval, by assigning the following classifications to the following salary ranges:
  - \* Assistant Auditor-Controller (class # 0646) from salary range 523 to 543
  - \* Employment and Training Program Coordinator (class # 0765) from salary range 439 to 454
  - \* Employment and Training Supervisor (class # 0724) from salary range 466 to 474
  - \* Employment and Training Worker I (class # 0722A) from salary range 360 to 404
  - \* Employment and Training Worker II (class # 0722B) from salary range 402 to 424
  - \* Employment and Training Worker III (class # 0723) from salary range 416 to 444
  - \* Executive Secretary (class # 0163) from salary range 371 to 374
  - \* Senior Investigator - District Attorney (class # 0405) from salary range 498 to 511
  - \* Senior Mental Health Clinician (class # 0917) from salary range 488 to 489
  - \* Senior Staff Services Manager (class # 0394) from salary range 494 to 520
  - \* Senior Substance Abuse Counselor (class # 0492) from salary range 400 to 417
  - \* Senior Vocational Counselor (class # 1734) from salary range 415 to 434
  - \* Senior Welfare Investigator (class # 0741) from salary range 487 to 498
  - \* Social Worker I (class # 0727A) from salary range 382 to 409
  - \* Social Worker II (class # 0727B) from salary range 407 to 429
  - \* Social Worker III - MSS (class # 0727C) from salary range 423 to 449
  - \* Social Worker III - County (class # 0777C) from salary range 423 to 449
  - \* Social Worker IV A (class # 0707A) from salary range 433 to 459
  - \* Social Worker IV B (class # 0707B) from salary range 447 to 469
  - \* Social Worker IV C (class # 0707C) from salary range 449 to 479
  - \* Social Worker IV D (class # 0707D) from salary range 479 to 489
  - \* Social Worker Supervisor I (class # 1708) from salary range 476 to 479
  - \* Social Worker Supervisor II (class # 0714) from salary range 502 to 509
  - \* Staff Services Analyst III (class # 0396) from salary range 482 to 490
  - \* Staff Services Manager (class # 0395) from salary range 484 to 510
  - \* Supervising Mental Health Clinician (class # 0916) from salary range 503 to 509
  - \* Supervising Staff Services Analyst - M/C (class # 0397) from salary range 495 to 500
  - \* Supervising Therapist (class # 0940) from salary range 534 to 547

- \* Veterans Service Officer (class # 0672) from salary range 421 to 436
  - \* Vocational Counselor I (class # 0768A) from salary range 386 to 394
  - \* Vocational Counselor II (class # 0768B) from salary range 406 to 414
  - \* Welfare Investigator Supervisor (class # 0740) from salary range 497 to 518
2. Approve the change of the classification number for Social Worker III - County from 0727C to 0777C effective the pay period following board approval.
  3. Approve the removal of Supervising Integrated Caseworker - MSS (class # 0721) from the classification system effective the pay period following board approval.
  4. Approve the removal of Integrated Caseworker I/II - MSS (class # 0719A/B) from the classification system effective the pay period following board approval.
  5. Approve the removal of Integrated Caseworker III - MSS (class # 0720) from the classification system effective the pay period following board approval.
  6. Approve the removal of the following unused 37.5-hour classifications from the classification system effective the pay period following board approval:
    - \* Employment and Training Worker I/II (class # 0721A/B)
    - \* Employment and Training Program Coordinator (class # 0764)
    - \* Social Workers I/II/III (class # 0726A/B/C)
    - \* Social Workers IV A/B (class # 0706A/B)
    - \* Social Worker Supervisor (class # 0704)
    - \* Vocational Counselor I/II (class # 0769A/B)
    - \* Accountant Auditor I/II (class # 0607A/B)
    - \* Accounting Technician (class # 0354)
    - \* Administrative Secretary (class # 0161)
    - \* Animal Control Officer (class # 0428)
    - \* Building Inspector I/II (class # 0318A/B)
    - \* Community Services Officer (class # 0411)
    - \* Departmental Information Systems Analyst (class # 0763)
    - \* Departmental Information Systems Technician (class # 0760)
    - \* Facility Maintenance Mechanic I/II (class # 0250A/B)
    - \* Fiscal Services Supervisor (class # 0149)
    - \* Geographic Information Systems Analyst (class # 0331)
    - \* Geographic Information Systems Coordinator (class # 0330)
    - \* Health Client Services Worker (class # 0573)
    - \* Health Education Specialist I/II (class # 0595A/B)
    - \* Legal Office Services Supervisor (class # 0150)
    - \* Legal Secretary I/II (class # 0144A/B)
    - \* Mental Health Clinician I/II (class # 0908A/B)
    - \* Nutrition Aide (class # 0581)
    - \* Office Assistant I/II (class # 0181A/B)
    - \* Office Services Supervisor (class # 0121)
    - \* Plan Checker I/II (class # 0317A/B)
    - \* Probation Officer I/II (class # 0472A/B)
    - \* Property Technician I/II (class # 0410A/B)
    - \* Public Health Nutritionist (class # 0594)

- \* Senior Accountant Auditor (class # 0632)
- \* Senior Building Inspector (class # 0340)
- \* Senior Fiscal Assistant (class # 0125)
- \* Senior Legal Office Assistant (class # 0145)
- \* Senior Legal Secretary (class # 0140)
- \* Senior Medical Office Assistant (class # 0572)
- \* Senior Office Assistant (class # 0130)
- \* Senior Probation Officer (class # 0471)
- \* Services Support Assistant III (class # 0194)
- \* Training Coordinator (class # 0426)

7. Adopt the Resolution (Attachment 1) approving the amendment of the January 1, 2022 - December 31, 2024 Memorandum of Understanding between the County of Humboldt and the American Federation of State, County, and Municipal Employees;

8. Adopt the Resolution (Attachment 2) approving the amendment of the October 1, 2021 - December 31, 2024 Memorandum of Understanding between the County of Humboldt and the Humboldt Deputy Sheriffs' Organization;

9. Adopt the Resolution (Attachment 3) approving the amendment of the January 1, 2022 - December 31, 2024 Memorandum of Understanding between the County of Humboldt and the Humboldt Deputy Sheriffs' Organization Law Enforcement Management (LEM) Unit;

10. Adopt the Resolution (Attachment 4) approving the amendment of the January 1, 2022 - December 31, 2024 Compensation Plan for designated Management and Confidential employees.;

11. Approve the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval (Attachment 5)

***Attachments:***

[Staff Report](#)

[Attachment 1 Resolution No. AFSCME](#)

[Attachment 2 Resolution No. HDSO](#)

[Attachment 3 Resolution No. LEM](#)

[Attachment 4 Resolution No. M&C](#)

[Amended 2023-05-28 Comprehensive Compensation Schedule and Classification Resolution No. 23-70.pdf](#)

[Resolution No. 23-69.pdf](#)

[Resolution No. 23-68.pdf](#)

[Resolution No. 23-67.pdf](#)

***Planning and Building Department***

[23-644](#)

20. Summarily Approve Three Administrative Civil Penalty Assessments on Properties Located at 240 Central Ave. Fields Landing, APN: 306-033-003, Case 16CEU-64; 4092 Excelsior Rd. Eureka, APN: 018-142-006, Case CE21-1285 and 2919 Harris St. Eureka, APN: 016-232-003, Case CE21-1041

- Recommendation:** That the Board of Supervisors:
1. Approve the proposed Administrative Civil Penalty Assessment in the amount of \$9,767.27 on the property located at 240 Central Ave. Fields Landing (APN 306-033-003) which contains violations of Humboldt County Code Sections 354-1, 521-4 and 311-10.1 in accordance with Section 352-20 titled Summary Approval of Proposed Administrative Civil Penalty Assessments of Title III, Division 5, Chapter 2 of the Humboldt County Code; and
  2. Approve the proposed Administrative Civil Penalty Assessment in the amount of \$5,299.90 on the property located at 4092 Excelsior Rd. Eureka (APN 018-142-006) which contains violations of Humboldt County Code Section 314-43.3.6 in accordance with Section 352-20 titled Summary Approval of Proposed Administrative Civil Penalty Assessments of Title III, Division 5, Chapter 2 of the Humboldt County Code; and
  3. Approve the proposed Administrative Civil Penalty Assessment in the amount of \$11,635.02 on the property located at 2919 Harris St. Eureka (APN 016-232-003) which contains violations of Humboldt County Code Sections 354-1 and 521-4 in accordance with Section 352-20 titled Summary Approval of Proposed Administrative Civil Penalty Assessments of Title III, Division 5, Chapter 2 of the Humboldt County Code.

**Attachments:**

[Staff Report](#)

[ATTACHMENT A - McGuire Finding and Order](#)

[ATTACHMENT B - McGuire Notice of Administrative Civil Penalty Assessmen](#)

[ATTACHMENT C - Ramirez-Moxon Finding and Order](#)

[ATTACHMENT D - Ramirez-Moxon Notice of Administrative Civil Penalty Ass](#)

[ATTACHMENT E - Merideth Notice of Assessment](#)

**Probation**

[23-711](#)

**21. Request for Authority to Apply for the Probation Specialized Units (PU) Program Grant**

- Recommendation:** That the Board of Supervisors:
1. Authorize the Chair of the Board to sign the Certificate of Assurance of Compliance Authorization with the Violence Against Women Act (VAWA) (attachment 2);
  2. Authorize the Interim Chief Probation Officer to sign the application to California Office of Emergency Services (CalOES) Victim Services Division for the Probation Specialized Units (PU) Program Grant for Fiscal Year 2023-24;
  3. Authorize the Interim Chief Probation Officer or Chief Probation Officer to sign any subsequent grant documents relating to the Probation Specialized Units (PU) Program Grant for the 2023-24 fiscal year; and
  4. Direct the Clerk of the Board to return one executed Certificate of Assurance of Compliance Authorization with the Violence Against Women Act (VAWA) (attachment 2) to the Probation Department, attention: Elisha

Hardison, Legal Office Business Manager

**Attachments:**

[Staff Report](#)

[PU23 RFA.pdf](#)

[2-104 - Grant Subaward Certification of Assurance of Compliance.pdf](#)

[Executed Certificate of Assurance of Compliance.pdf](#)

**Public Works**

[23-345](#)

22. Third Amendment to the Lease Agreement with the McKinleyville Community Services District Regarding the Use of the Real Property Located at 1606 Pickett Road, McKinleyville, California

**Recommendation:**

That the Board of Supervisors:

1. Approve, authorize the Chair of the Board to execute, the attached third amendment to the lease agreement with the McKinleyville Community Services District regarding the use of the real property located at 1606 Pickett Road, McKinleyville, California for the period of May 24, 2016 through May 31, 2024; and
2. Direct the Clerk of the Board to return one (1) fully executed copy of the attached third amendment to attached lease agreement with the McKinleyville Community Services District to the Department of Public Works - Real Property Division for further processing.

**Attachments:**

[Staff Report](#)

[Attach 1 - 2016-05-24 BOS Lease Agreement with MCSD for 1606 Pickett](#)

[Attach 2 - Executed First Amendment to Lease.pdf](#)

[Attach 3 - 2022-2-15 BOS 2nd Amendment 1606 Pickett Rd McK Library.pdf](#)

[Attach 4 - FY 23-24 LIBRARY 3rd Amm LEASE SIGNED-MCSD-Risk MGMT](#)

[Executed Third Amendment to Lease Agreement with McKinleyville Community](#)

[23-638](#)

23. Federal Apportionment Exchange and State Match Program for Regional Surface Transportation Program Funds for FY 2022-23

**Recommendation:**

That the Board of Supervisors:

1. Adopt the attached resolution to execute the annual Federal Apportionment Exchange Program and State Match Program Agreements; and
2. Approve the Agreement No. X22-5904(191) with the California Department of Transportation (Caltrans) regarding the assignment of federal apportionments made available to the Count of Humboldt for allocation to transportation projects in exchange for nonfederal State Highway Account funds.

**Attachments:** [Staff Report](#)  
[Agreement No. X22-5904\(191\) with the California Department of Transportation.](#)  
[Resolution to execute the annual Federal Apportionment Exchange Program and](#)  
[Resolution No. 23-71.pdf](#)  
[Executed Federal Apportionment Exchange Program and State Match Program.pc](#)  
[23-643](#)

24. Bid Award Authorization for Storm Damage Repairs to Briceland Thorne Road (F5A010) Post Miles 3.08 and 5.67

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

1. Receive and file the bid proposals submitted for the Briceland Thorne Road (F5A010) Post Miles 3.08 and 5.67 Storm Damage Repair Project;
2. Award the attached project agreement to GR Sundberg, Inc., for the total amount of \$3,139,253.75;
3. Authorize the Chair of the Board to execute the attached project agreement with GR Sundberg, 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 \$105,950 for Post Mile 3.08 and \$76,015 for Post Mile 5.67.

**Attachments:** [Staff Report](#)  
[Bid Results for the Briceland Thorne Road \(F5A010\) Post Miles 3.08 and 5.67 St](#)  
[Construction Agreement for the Briceland Thorne Road \(F5A010\) Post Miles 3.0](#)

### **Sheriff**

[23-635](#)

25. Law Enforcement (LE) Services Agreement for Special Events

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

1. Approve, and authorize the Sheriff or Undersheriff to execute the attached Law Enforcement Services Agreement with various entities to provide LE services at special events. This authorization would remain in effect for the remainder of Sheriff Honsal's term of office and would only be for agreements where payment by the entity is up to the purchasing threshold, which is currently \$67,504.00, annually adjusted by Consumer Price Index (CPI). Any agreements over the purchasing threshold would require returning to the Board of Supervisor for approval to execute; and
2. Authorize the Sheriff or Undersheriff to execute any and all revisions and amendments to the attached Law Enforcement Services Agreement with various entities, after review and approval by County Counsel, Risk Management and the County Administrative Office (CAO).

**Attachments:** [Staff Report](#)  
[Law Enforcement Services Agreement Template](#)

[23-652](#)

26. Continuation of Local Emergency Due to Consecutive Major Winter Storm Events Commencing on March 1, 2023, Which Have Resulted in Large Accumulations of Snow, Impassable Roadways, Downed Trees, Disrupted Utility Services, Damaged and Flooded Roadways, Mudslides and Damaged Structures, and Dead Livestock, Such Damages Exceeding Available County Resources

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

1. Declare that a local emergency still exists through June 13, 2023 due to consecutive major winter storm events commencing on March 1, 2023, which have resulted in large accumulations of snow, impassable roadways, downed trees, disrupted utility services, damaged and flooded roadways, mudslides and damaged structures, and dead livestock, such damages exceeding available county resources; and
2. Authorize the Chair to sign the resolution re-authorizing the existence of a local emergency due to consecutive major winter storm events commencing on March 1, 2023, which have resulted in large accumulations of snow, impassable roadways, downed trees, disrupted utility services, damaged and flooded roadways, mudslides and damaged structures, and dead livestock, such damages exceed available county resources.

**Attachments:** [Staff Report](#)  
[Storm Damage from March 2023 Extention of Local Emergency Resolution.docx](#)  
[Resolution No. 23-72.pdf](#)

[23-653](#)

27. Continuation of Local Emergency Due to Consecutive Major Winter Storm Events Commencing on January 3, 2023, Which Have Resulted in Downed Trees, Disrupted Utility Services, Damaged and Flooded Roadways, Mudslides and Damaged Homes, Such Damages Exceeding Available County Resources

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

1. Declare that a local emergency remains in effect until June 13, 2023 enabling the County of Humboldt and other local government entities to adequately plan, prepare and implement policy to be able to effectively respond to the threat posed by the consecutive major winter storm events commencing on January 3, 2023, which have resulted in downed trees, disrupted utility services, damaged and flooded roadways, mudslides and damaged homes, such damages exceeding available county resources; and
2. Authorize the Chair to sign the resolution re-authorizing the existence of a local emergency due to consecutive major winter storm events commencing on January 3, 2023, which have resulted in downed trees, disrupted utility services, damaged and flooded roadways, mudslides and damaged homes, such damages exceeding available county resources.

**Attachments:** [Staff Report](#)  
[Storm Damage from January 2023 Extention of Local Emergency Resolution.doc](#)  
[Resolution No. 23-73.pdf](#)  
[23-654](#)

28. Continuation of Local Emergency Due to the 6.4 Magnitude Earthquake Occurring on December 20, 2022

**Recommendation:** That the Board of Supervisors:  
1. Declare that a local emergency remains in effect until June 13, 2023 enabling the County of Humboldt and other local government entities to adequately plan, prepare and implement policy to be able to effectively respond to the threat posed by the 6.4 magnitude earthquake occurring on December 20, 2022; and  
2. Authorize the Chair to sign the resolution re-authorizing the existence of a local emergency due to the 6.4 Magnitude Earthquake that occurred on December 20, 2022.

**Attachments:** [Staff Report](#)  
[Earthquake Extention of Local Emergency Resolution.docx](#)  
[Resolution No. 23-74.pdf](#)

### **Treasurer/Tax Collector**

[23-657](#)

29. Resolution of the Board of Supervisors Amending Resolution 97-87

**Recommendation:** That the Board of Supervisors:  
1. Amend Resolution No. 97-87 to temporarily suspend the \$2 collection surcharge amount to the Humboldt County Courthouse Temporary Construction Fund B (1420).

**Attachments:** [Staff Report](#)  
[23-657 ATTACHMENT 1](#)  
[JCC ATTACHMENT 2 Humboldt Co. Closeout Letter - 4-27-23](#)  
[LT JC 050523 ATTACHMENT 3](#)  
[LT JC 050523 ATTACHMENT 4](#)  
[Resolution ATTACHMENT 5](#)  
[Resolution No. 23-75.pdf](#)

## **E. PUBLIC COMMENT ON NON-AGENDA ITEMS**

## **F. MATTERS SET FOR TIME CERTAIN**

### **Board of Supervisors**



[23-627](#)

1. 10:30 AM - 2021 Annual Fire Chief's Association Service Report (Supervisor Michelle Bushnell and Supervisor Steve Madrone)

**Recommendation:** That the Board of Supervisors:  
1. Hear the report and take the appropriate action.

**Attachments:** [Staff Report](#)  
[2021 HCFCFA Annual Report Final\\_RFS.pdf](#)

**County Counsel**[23-714](#)

2. 11:00 AM - CLOSED SESSION - Conference with Legal Counsel – Anticipated Litigation: Initiation of litigation pursuant to Government Code Section 54956.9(d)(4) (one potential case)

**G. MATTERS INITIATED BY BOARD MEMBERS****Board of Supervisors**[23-713](#)

1. Consider Supporting a Proposal to Apply the New Name of Salamander Creek to an Officially Unnamed Stream that Flows into Mill Creek near McKinleyville (Supervisor Steve Madrone)

**Recommendation:** That the Board of Supervisors:  
1. Supports a proposal to apply the new name of Salamander Creek to an officially unnamed stream that flows into Mill Creek and authorize the County Administrative Officer and/or the Chair of the Board to advocate for the new name; and  
2. Direct the Clerk of the Board to return a fully executed U.S. Board of Geographic Names Geographic Name Proposal Recommendation to the U.S. Board of Geographic Names, if approved.

**Attachments:** [Staff Report](#)  
[Salamander Creek proposal packet.pdf](#)  
[Salamander Creek--Humboldt County recommendation form.doc](#)  
[Executed Geographic Name Proposal Recommendation - Salamander Creek.pdf](#)

**H. DEPARTMENT REPORTS****County Administrative Office**[23-598](#)

1. Update On Childcare Stabilization Fund Effort Funded by the American Rescue Plan Act (ARPA)

**Recommendation:** That the Board of Supervisors:  
1. Receive a presentation from Arcata Economic Development Commission (AEDC), which administers the Childcare Stabilization Fund program.

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

### **DHHS: Public Health**

[23-577](#)

2. Introduction of Comprehensive Tobacco Retailer Licensing Ordinance Adding Chapter 7 to Title VIII, Division 1 of the County Code (4/5th Vote Required)

**Recommendation:** That the Board of Supervisors:  
1. ?Introduce the attached Ordinance (Comprehensive Tobacco Retailer Licensing Ordinance; An Ordinance of the Board of Supervisors of the County of Humboldt Adding Chapter 7 to Title VII, Division 1 of the County Code "Tobacco Retailer Licensing" Regulating Tobacco Product Sales and Requiring the Licensure of Tobacco Retailers) and waive the first reading;  
2. Set the Ordinance for adoption on July 1, 2023, to take effect and be in force 30 days from the date of its adoption;  
3. Discuss the attached draft fee schedule for Department of Health and Human Services - Public Health Fund 1175, Budget Unit 411, to be brought back to your Board through a future public hearing;  
4. Direct the Clerk of the Board to publish the required pre-adoption summary of the Ordinance to be done at least 5 days prior to the date set for adoption; and  
5. Direct the Clerk of the Board within 15 days after the adoption of the Ordinance, to publish a post-adoption summary of the Ordinance with the names of the Supervisors voting for and against the Ordinance, in a newspaper of general circulation published in the County of Humboldt, State of California.

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

[Action Summary 8.16.22](#)

[Departmental Agenda Item 8.16.22 - Tobacco Retail Licensing](#)

[Humboldt County Tobacco Retail License Ordinance](#)

[411 Hazardous Materials Program - FY23-24 TRL Fees 4-25-23](#)

[Pre-Adoption Summary.docx](#)

[Post-Adoption Summary.docx](#)

[Public Comment.pdf](#)

### **Human Resources**

[23-637](#)

3. Sustained Finding of Violation of the Board of Supervisors Code of Conduct

**Recommendation:** That the Board of Supervisors:  
1. Receive, file and discuss the attached summary of a sustained finding of a violation of the Board of Supervisors Code of Conduct as required.

**Attachments:** [Staff Report](#)  
[2022-06-07 Letter to Humboldt County Board of Supervisors](#)  
[2022-12-13 Letter to Humboldt County Administrative Officer](#)  
[Humboldt County Executive Summary Report -- Madrone](#)  
[2023-04-24 Caltrans Response Letter and Attachments](#)  
[Code of Conduct](#)

## I. PUBLIC HEARINGS

### Planning and Building Department

[23-640](#)

1. Proposal for a Street Name Change from Lake Benbow Drive to Benbow Inn Drive

**Recommendation:** That the Board of Supervisors:  
1. Introduce the Name Change into the record, and  
2. Consider the recommendation of the Planning Commission to approve the street name change from Lake Benbow Drive to Benbow Inn Drive, and  
3. Approve the street name change to Benbow Inn Drive.

**Attachments:** [Staff Report](#)  
[Attachment 2 - PC Decision Packet with Resolution 4.6.23](#)  
[Attachment 1 - Resolution BOS Benbow Street Name Change.doc](#)  
[Attachment 3 - Benbow petition](#)  
[Attachment 4 - Benbow map](#)  
[Attachment 5 - Benbow PW Referral](#)  
[Attachment 6 - 17970 ref CALTrans 03.14.2023](#)  
[Resolution No. 23-99.pdf](#)

## J. CLOSED SESSION

## K. 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, 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. 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, the accessible entrance to the Courthouse is the 4th Street entrance. Accessible parking is available adjacent to the 4th Street entrance and on the 4th Street side of the K Street lot. If you are a person with a qualified disability, and need a modification or accommodation 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 three 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/>**