

BOARD OF SUPERVISORS

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



COUNTY STAFF

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

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

AGENDA

Tuesday, October 2, 2018

9:00 AM

Regular Meeting

A. SALUTE TO THE FLAG

B. MODIFICATIONS TO THE AGENDA

C. CONSENT CALENDAR

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

Agricultural Commissioner

1. Supplemental Budget Request for Fiscal Year 2018-19, Budget Unit 1100261- Agricultural Center Security Upgrades (4/5 Vote Required)

Recommendation: That the Board of Supervisors authorize transfer of \$20,000 from the Deferred Maintenance Trust Fund (3464) and approve the below supplemental budget request in fund 1100, budget unit 261, Agricultural Commissioner; and grant the Agricultural Commissioner's Office an exemption to the Deferred Maintenance Fund Policy.

Revenue: 1100261-9101 Transfer from Deferred Maintenance \$20,000.
Expenditure: 1100261-8119 Security System \$17,980. 1100261-2113
Maintenance Structures \$2,020.

Attachments: [Staff Report](#)

Assessor

2. Temporary Overlap of Senior Property Transfer Assistant

Recommendation: That the Board of Supervisors approve a temporary overlap for the position of Senior Property Transfer Assistant (salary range 367, class 0323, position number 01) with the successful candidate for a period not to exceed two pay periods, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

Attachments: [Staff Report](#)

Auditor/Controller

3. Payroll Clearing Appropriation Transfer for Fiscal Year 2017-18

Recommendation: That the Board of Supervisors approve the attached fiscal year 2017-18 appropriation transfer for \$80,365; and authorize the Auditor-Controller to make minor budget adjustments as needed to provide sufficient appropriations to cover actual expenditures for fiscal year 2017-18.

Attachments: [Staff Report](#)
 [Payclear2018](#)

Board of Supervisors

4. Informational Report on the Appointment of Thomas Blair to the Forestry Review Committee Serving District 1 (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors receive and file the appointment.

Attachments: [Staff Report](#)
 [FRCRoster.pdf](#)
 [BlairResume.pdf](#)

5. Domestic Violence Awareness Month in Humboldt County (Supervisor Ryan Sundberg)

Recommendation: That the Board of Supervisors adopt the Proclamation.

Attachments: [Staff Report](#)
 [DVProclamation.pdf](#)

6. Opposition to Proposition 6: Voter Approval for Future Gas and Vehicle Tax and 2017 Tax Repeal (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors take action to urge Humboldt County voters to oppose Proposition 6.

Attachments: [Staff Report](#)

Clerk of the Board

7. Appointment of Maya Stuart to the First Five Humboldt Commission

Recommendation: That the Board of Supervisors approve the appointment of Maya Stuart to the First Five Commission for a three year term expiring October 2, 2021.

Attachments: [Staff Report](#)
 [Stuart Resume.pdf](#)
 [Roster.pdf](#)
 [Recommendation .pdf](#)

8. Disposal of Public Records from 2007-2012

Recommendation: That the Board of Supervisors approve the disposal of public records from 2007-2012 per Resolution No. 17-52.

Attachments: [Staff Report](#)
 [June 20, 2017 Agenda Item - Records Retention Policy and Resolution 17-52.pdf](#)
 [Disposal of Public Records Log - BOS.docx](#)

9. Approval of the Action Summary - Meeting of September 25, 2018

Recommendation: That the Board of Supervisors approve the Action Summary for the meeting of September 25, 2018 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

Attachments: [Staff Report](#)
 [Action Summary 9-25-18.pdf](#)

County Administrative Office

10. Measure Z Memorandum of Understandings (MOU) for Fiscal Year (FY) 2018-19 and Extension of Time to Spend Previously Allocated FY 2017-18 Measure Z Funds (4/5 Vote Required)

Recommendation: That the Board of Supervisors authorize the Chair of the Board to execute MOUs with the City of Arcata, City of Blue Lake, City of Eureka, Boys & Girls Club of the Redwoods, K'ima:w Medical Center and the Humboldt County Fire Chief's Association for Measure Z funding, a local half-cent sales tax; direct the Clerk of the Board to return two copies of all of the agreements to the County Administrative Office for processing; approve extension of time to spend previously allocated FY 2017-18 Measure Z funds and the corresponding budget adjustments (Attachment 10); and authorize the County Administrative Officer to execute all required MOUs or amendments to extend the time to spend previously allocated Measure Z funds.

Attachments: [Staff Report](#)
[Attachment 1 Arcata MOU.pdf](#)
[Attachment 2 Blue Lake MOU.pdf](#)
[Attachment 3 Eureka MOU.pdf](#)
[Attachment 4 BGCR MOU.pdf](#)
[Attachment 5 Kimaw MOU.pdf](#)
[Attachment 6 HCFCA.pdf](#)
[Attachment 7 MCC Request](#)
[Attachment 8 2-1-1 Request](#)
[Attachment 9 HCFCA](#)
[Attachment 10 Budget Adjustments](#)

County Counsel

11. Agreement for Legal Services with Murphy Austin Adams Schoenfeld LLP (4/5 Vote Required)

Recommendation: That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached legal services agreement with Murphy Austin Adams Schoenfeld LLP for the provision of legal assistance with construction-related issues on an as-needed basis; and direct the Clerk of the Board to return one (1) fully executed original copy of the attached legal services agreement with Murphy Austin Adams Schoenfeld LLP to the County Counsel's Office for further processing.

Attachments: [Staff Report](#)
[Legal Services Agreement.pdf](#)

12. Resolution Rescinding Resolution No. 16-112 and Adopting an Amended Conflict of Interest Code for the County of Humboldt

Recommendation: That the Board of Supervisors adopt the Resolution Rescinding No. 16-112 and Amending the current Conflict of Interest Code.

Attachments: [Staff Report](#)
[Resolution 18-99.pdf](#)
[Appendix A](#)
[Appendix B](#)

Department of Health and Human Services: Administration

13. Request to Approve Sublease with United Parcel Service, Inc. for Property at 790 West Clark Street in Eureka

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

Attachments: [Staff Report](#)
[Attachment 1 - November 7, 2017 Board Agenda Item for prior UPS sublease](#)
[Attachment 2 - UPS request for sublease](#)
[Attachment 3 - Authorization from Fred H. Lundblade to enter Sublease with UPS](#)
[Attachment 4 - Sublease with UPS.pdf](#)

Department of Health and Human Services: Mental Health

14. Business Associate/Qualified Service Organization Agreement with Aegis Treatment Centers, LLC Regarding the Exchange of Protected Health Information

Recommendation: That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached business associate/qualified service organization agreement with Aegis Treatment Centers, LLC regarding the exchange of protected health information; and direct the Clerk of the Board to return one (1) fully executed original copy of the attached business associate/qualified service organization

agreement with Aegis Treatment Centers, LLC to the Department of Health and Human Services - Contract Unit for further processing.

Attachments: [Staff Report](#)
[Further Revised Aegis Business Associate Agreement \(8-16-18\) \(ttv rev\).pdf](#)
[Aegis Invoice Letter FYs 16-17 and 17-18](#)

15. First Amendment to the Professional Services Agreement with Trustaff Travel Nurses, LLC Regarding the Provision of Supplemental Registered Nursing Personnel to Fill Various Positions at Department of Health and Human Services - Mental Health Facilities

Recommendation: That the Board of Supervisors approve, and authorize the Department of Health and Human Services - Mental Health Director, or a designee thereof, to execute, the attached first amendment to the professional services agreement with Trustaff Travel Nurses, LLC regarding the provision of supplemental registered nursing personnel for the period of June 29, 2018 through June 30, 2021; authorize the Department of Health and Human Services - Mental Health Director, or a designee thereof, to execute any and all subsequent amendments to the professional services agreement with Trustaff Travel Nurses, LLC regarding the provision of supplemental registered nursing personnel after review and approval by County Counsel, Risk Management and the County Administrative Office; and Direct the Clerk of the Board to return two (2) fully executed original copies of the attached first amendment to the Department of Health and Human Services - Contract Unit for further processing.

Attachments: [Staff Report](#)
[Signed Humboldt County DHHS Revised 1st Amendment 9-2018](#)
[Trustaff Travel Nurses FY 18-21 Executed](#)
[County-of-Humboldt_trustaff 18-19 COI](#)

Department of Health and Human Services: Social Services

16. 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 in an amount not to exceed \$331,150.00; 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: [Staff Report](#)
[HumboldtCOECalFreshPartnershipContract.pdf](#)
[Cert #44089369 - HCOE County of Humboldt - CalFresh Partnership](#)
[Cert #44089369 - HCOE County of Humboldt - CalFresh PartnershipWOS](#)

17. Agreement with Open Door Community Health Centers to Assist with CalFresh Outreach and Support Activities

Recommendation: That the Board of Supervisors approve the agreement with Open Door Community Health Centers to assist the Department of Health and Human Services (DHHS) increased utilization of CalFresh benefits by eligible households in the amount of \$526,124.25; 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: [Staff Report](#)
[ODCHC FY 18-19 CF Outreach Agreement-With Signatures 9-11-2018.pdf](#)
[ODCHC 1819 COI County of Humboldt CalFresh](#)

18. Agreement with Humboldt State University Sponsored Programs Foundation to Assist with CalFresh Outreach and Support Activities

Recommendation: That the Board of Supervisors approve the agreement with Humboldt State University (HSU) Sponsored Programs Foundation to assist the Department of Health and Human Services (DHHS) increase utilization of CalFresh benefits by eligible households in an amount not to exceed \$102,991.00; 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: [Staff Report](#)
[HSU FY 18-19 CF Outreach Agreement PE.pdf](#)
[County of Humboldt - cert \(liab\)](#)
[1819 AORMA ACP Endt \(blanket\)](#)

Public Works

19. Resolution to Summarily Vacate Unused Portions of Right of Way of Redwood Drive (C6B105) and Thomas Drive (6B150) on APN 032-021-019, also known as the Jim Demulling Veterans Memorial Grove, in Garberville (4/5 Vote Required)

Recommendation: That the Board of Supervisors adopt the attached Resolution to summarily vacate an unused portion of right of way of Redwood Drive (C6B105) and Thomas Drive (6B150) on APN 032-021-019, also known as Jim Demulling Veterans Memorial Grove, in Garberville pursuant to Streets and Highways Code Section 8334 (Attachment 1); and direct the Clerk of the Board to record, via the Land Use Division, in the Office of the County Recorder a certified copy of the resolution.

Attachments: [Staff Report](#)
[Attachment 1 - Resolution 18-100.pdf](#)
[Attachment 2 - Planning Commission Exemption](#)
[Attachment 3 - Notice of CEQA Exemption](#)
[Attachment 4 - Utility Response Letters](#)

20. Allocate One Full-Time (1.0 FTE) Fiscal Assistant I/II Position for the Public Works Motor Pool Division

Recommendation: That the Board of Supervisors approve the allocation of one full-time (1.0 FTE) Fiscal Assistant I/II (class 0177, salary range 299, unit 01) position in budget unit 3500-350 effective at the beginning of the next bi-weekly pay period following approval.

Attachments: [Staff Report](#)
[Fiscal Assistant I-II Job Description.pdf](#)

21. Position Reallocations for Public Works' Park Caretaker II and Environmental Analyst

Recommendation: That the Board of Supervisors approve the reallocation of the Park Caretaker II (salary range 329, class 0272, position 02) in budget unit 713, currently occupied by Jason Ball, to the class of Senior Park Caretaker (salary range 359, class 0265, position 02), and reclassify Mr. Ball accordingly, effective the beginning of the biweekly pay period immediately following approval; and approve the reallocation of the Environmental Analyst (salary range 395, class 0208, position 01) in budget unit 251, currently occupied by Todd Becker, to the class of Senior Environmental Analyst (salary range 427, class 0520, position 02) effective the beginning of the biweekly pay period immediately following approval.

Attachments: [Staff Report](#)
[Classification Review Recommendations Ball and Becker PWD](#)

22. Request for Budget Transfer/Adjustment in Arcata-Eureka Airport ACV (3530381) for Purchase of a Security System

Recommendation: That the Board of Supervisors approve the attached Request for Budget Transfer/Adjustment in the amount of \$11,532.00 for the Airport Division to purchase a Security System in the current fiscal year.

Attachments: [Staff Report](#)
[10-2-18 Security](#)

23. Supplemental Budget for Solid Waste Disposal Supplemental Budgets (4/5 Vote Required)

Recommendation: That the Board of Supervisors adopt the following supplemental budget for fiscal year (FY) 2018-19 (4/5 vote required) Revenue: 1100438-661089
Solid Waste Reimbursement for Contract \$20,000
Expenditure: 1100438-8989 Equipment-Miscellaneous \$20,000.

Attachments: [Staff Report](#)

24. Resolution of Acceptance of Proposal for Purchase, 2956 D Street, Eureka, APN 010-183-007

Recommendation: That the Board of Supervisors adopt Resolution No. _____, accepting the proposal for purchase of real property; authorize and direct the Chair of the Board to execute and deliver a Grant Deed (Attachment 3) conveying the real property to Alvin D. Smither and Michelle A. Smither, husband and wife as community property; authorize the Director of Public Works to sign all escrow documents, excluding the Grant Deed; and authorize Public Works to open escrow with any local escrow company to be chosen by the proposer.

Attachments: [Staff Report](#)
[Resolution 18-84](#)
[Resolution 18-101.pdf](#)
[Exhibit A.docx](#)
[Grant Deed.pdf](#)
[2018-09-25 Accepted Proposal](#)

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

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

Public Comment Sign-In Sheet and Handouts

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

E. SPECIAL PRESENTATIONS**F. MATTERS SET FOR TIME CERTAIN****G. ITEMS PULLED FROM CONSENT****H. MATTERS INITIATED BY BOARD MEMBERS****I. DEPARTMENT REPORTS****J. PUBLIC HEARINGS****County Administrative Office**

1. Public Hearing to Consider Adoption of an Ordinance for the 2018-19 Update of the Humboldt County Schedule of Fees and Charges (4/5 Vote Required)

Recommendation: That the Board of Supervisors opens the public hearing; introduces by title, Ordinance No. ____ (Attachment IV), updating the Humboldt County Schedule of Fees and Charges for 2018-19, waive the first reading of the ordinance; receives the staff report and public comments; approves and/or modifies the new, increased, decreased, deleted or changed fees, as shown in the 2018-19 Humboldt County Schedule of Fees and Charges (Attachment I); adopts the Ordinance; directs the Clerk of the Board, within 15 days, to publish a post-adoption summary of the ordinance (Attachment V) with the names of the Supervisors voting for and against the ordinance, and to post in the office of the Clerk of the Board a certified copy of the full text of the adopted ordinance and amendments along with the names of those Supervisors voting for and against the ordinance [Government Code Section 25124 (b)(1)]; and closes the public hearing.

Attachments: [Staff Report](#)
[Ia 2018-19 Schedule of Fees](#)
[Ib - 261A Agriculture Commission](#)
[Ib - 261B Agriculture Commission](#)
[Ib - 262 Building Inspection](#)
[Ib - 321 Road Fund-Engineering](#)
[Ib - 411 Hazardous Materials Program](#)
[Ib - 422 Public Health](#)
[II - Fee Changes](#)
[III - New Fees](#)
[Ordinance 2613.pdf](#)
[V - Publication After Adoption](#)
[Proof of Publication.pdf](#)

K. DISCUSSION ITEMS

L. CLOSED SESSION

M. ADJOURNMENT

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

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

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

BARRING ANY UNFORESEEN TECHNICAL DIFFICULTIES OR SCHEDULING CHANGES, REGULAR MEETINGS OF THE BOARD OF SUPERVISORS ARE BROADCAST LIVE ON SUDDEN LINK, CHANNEL 10, AND ARE REBROADCAST ON FRIDAY AT 6:30 P.M.

County of Humboldt Web Site: <http://humboldt.gov/>

