

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 - Final**

Tuesday, February 27, 2018

9:00 AM

Regular Meeting

A. SALUTE TO THE FLAG

B. MODIFICATIONS TO THE AGENDA

C. CONSENT CALENDAR

Board of Supervisors

[18-83](#)

1. Certificates of Recognition for the Fortuna Chamber of Commerce 2017 Award Winners (Supervisor Estelle Fennell)

Recommendation: That the Board of Supervisors ratify authorization for the Chair to sign the Certificates of Recognition.

Attachments: [Fortuna Chamber of Commerce 2017 Award Winners.pdf](#)

[18-100](#)

2. Appreciation Letter to Cedar Reuben for His Service on the Humboldt County Headwaters Fund Board (Supervisor Ryan Sundberg)

Recommendation: That the Board of Supervisors authorize the Chair to sign the letter of Appreciation.

Attachments: [Appreciation Letter to Cedar Reuben.pdf](#)

Clerk of the Board[18-26](#)

3. Approval of the Action Summary - Meeting of February 13, 2018

Recommendation: That the Board of Supervisors approve the Action Summary for the meeting of February 13, 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: [Approval of the Action Summary - Meeting of February 13, 2018.pdf](#)

[18-99](#)

4. Notice of Vacancy on the Headwaters Fund

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

Attachments: [Notice of Vacancy on the Headwaters Fund.pdf](#)

County Administrative Office[18-65](#)

5. Headwaters Fund Budget Transfer and Board Manual Amendments

Recommendation: That the Board of Supervisors authorize the transfer of funds in Fund 1120, Budget Unit 286, Headwaters Fund from the Community Investment line items to the Grant Fund line items for the Decade of Difference 8 Year Initiative 2; and approve the amendment to the Headwaters Board Manual to define the termination process related to Headwater Fund Board (HFB) member's absences.

Attachments: [Headwaters Fund Budget Transfer and Board Manual Amendments.pdf](#)

[18-89](#)

6. Contract between the County of Humboldt and Humboldt County Office of Education for use of Workforce Innovation and Opportunity Act Humboldt Trades Academy Funds

Recommendation: That the Board of Supervisors approve and authorize the Chair to sign two copies of the contract between the County of Humboldt and Humboldt County Office of Education (HCOE) relating to the Workforce Innovation and Opportunity Act (WIOA) Humboldt Trades Academy funds; and direct the Clerk of the Board to return all executed copies of the attached contracts to County Administrative Office/Economic Development (CAO/EdDev).

Attachments: [Workforce Innovation and Opportunity Act.pdf](#)
[18-96](#)

7. Linen & Laundry Service Umbrella Agreement First Amendment

Recommendation: That the Board of Supervisors authorizes the Purchasing Agent to execute the attached First Amendment and any future amendments and extensions to the Linen & Laundry Service Umbrella Agreement with Mission Linen Supply.

Attachments: [Linen & Laundry Service Umbrella Agreement First Amendment.pdf](#)
[18-98](#)

8. Annual Adoption of Information Technology Website Accessibility Policy

Recommendation: That the Board of Supervisors adopt the attached Information Technology Website Accessibility Policy.

Attachments: [Annual Adoption of Information Technology Website Accessibility Policy.pdf](#)
[18-101](#)

9. Rescind Resolution No. 09-28 and Adopt Resolution No. ____ Authorizing the County Administrative Officer/Purchasing Agent and Public Works Director/Road Commissioner/County Engineer to Approve Change Orders

Recommendation: That the Board of Supervisors rescind Resolution No. 09-28 and adopt Resolution No. ____ authorizing the County Administrative Officer/Purchasing Agent and Public Works Director/Road Commissioner/County Engineer to approve change orders in accordance with Public Contract Code 20142.

Attachments: [Rescind Resolution No. 09-28.pdf](#)
[18-103](#)

10. Airline Minimum Revenue Guarantee Contract Extension

Recommendation: That the Board of Supervisors extend the contract period from one year to 16 months for the commitment of \$250,000 from the Headwaters Community Investment Fund for a minimum revenue guarantee for additional airline service to Redwood Region Economic Development Commission for the California Redwood Coast- Humboldt County Airport, to coincide with the minimum revenue guarantee period in the Air Services Agreement between United

Airlines, Inc. and Redwood Region Economic Development Commission; and authorize the Chair of the Board to sign the contract in the amount of \$250,000, effective March 1, 2018 through July 1, 2019, from the Headwaters Community Investment Fund for a minimum revenue guarantee for additional airline service to Redwood Region Economic Development Commission for the California Redwood Coast- Humboldt County Airport.

Attachments:

[Airline Minimum Revenue Guarantee Contract Extension.pdf](#)

County Clerk/Recorder/Registrar of Voters[18-84](#)

11. Resolution Requesting Consolidation of Rio Dell Elementary School District Bond Election with the June 5, 2018, Statewide Direct Primary Election

Recommendation: That the Board of Supervisors direct the Registrar of Voters to conduct, and give notice of, a general obligation bond election for the Rio Dell Elementary School District; consolidate this election with the Statewide Direct Primary Election to be held on June 5, 2018; direct Rio Dell Elementary School District to reimburse the County of Humboldt for costs incurred pursuant to this request; and request the Clerk of the Board forward the signed Board Order and copy of Rio Dell Elementary School District Resolution No. 12018 to the Humboldt County Office of Elections.

Attachments: [Resolution Requesting Consolidation of Rio Dell Elementary School District Bond Election with the June 5, 2018, Statewide Direct Primary Election.pdf](#)

[18-93](#)

12. Resolution Requesting Consolidation of Freshwater School District Bond Election with the June 5, 2018, Statewide Direct Primary Election

Recommendation: That the Board of Supervisors direct the Registrar of Voters to conduct, and give notice of, a general obligation bond election for the Freshwater School District; consolidate this election with the Statewide Direct Primary Election to be held on June 5, 2018; direct Freshwater School District to reimburse the County of Humboldt for costs incurred pursuant to this request; and request the Clerk of the Board forward the signed Board Order and copy of Freshwater School District Resolution No. 2018.1 to the Humboldt County Office of Elections.

Attachments: [Resolution Requesting Consolidation of Freshwater School District.pdf.pdf](#)

Department of Health and Human Services: Administration[18-97](#)

13. Resolution Authorizing the Acceptance of Technical Assistance Grant Funds Made Available through the California Department of Housing and Community Development's No Place Like Home Program

Recommendation: That the Board of Supervisors adopt the attached resolution which authorizes the Humboldt County Department of Health and Human Services Director, or a designee thereof, to accept Technical Assistance Grant funds made available through the California Department of Housing and Community Development's No Place Like Home Program.

Attachments: [No Place Like Home Program.pdf](#)

[18-108](#)

14. Second Option to Extend the Lease at 1711 Third Street, Eureka

Recommendation: That the Board of Supervisors approve exercising the second option to extend the Lease at 1711 Third Street, Eureka with Rosemarie Dinsmore for office space through March 31, 2019; direct the Clerk of the Board to return one (1) executed Board Agenda Item to Public Works - Real Property; and authorize the Public Works - Real Property Division to send a notice to Lessor that the County is exercising the second option to extend the Lease through March 31, 2019.

Attachments: [Second Option to Extend the Lease at 1711 Third Street, Eureka.pdf](#)

[18-117](#)

15. Lease at 930 Sixth Street, Eureka with California Newspaper Partnership

Recommendation: That the Board of Supervisors approve the Lease at 930 Sixth Street, Eureka with California Newspapers Partnership to extend the term for one year; authorize the Chair of the Board to execute the original Lease, in duplicate; and direct the Clerk of the Board to return one (1) original fully executed Lease to the Public Works - Real Property staff for transmittal to Lessor, retaining the other with meeting records.

Attachments: [Lease at 930 Sixth Street.pdf](#)

Department of Health and Human Services: Public Health[18-116](#)

16. Letter of Opposition to Assembly Bill 626 (Eduardo Garcia) Related to Microenterprise Home Kitchen Operations

Recommendation: That the Board of Supervisors authorize the Chair to sign a letter of opposition to Assembly Bill 626.

Attachments: [Letter of opposition to Assembly Bill 626.pdf](#)

Department of Health and Human Services: Social Services[18-109](#)

17. First Amendment to the Agreement with National Council on Crime and Delinquency (NCCD) Children's Research Center and the Department of Health and Human Services for Fiscal Years 2016-17, 2017-18, 2018-19 and 2019-20

Recommendation: That the Board of Supervisors approve the First Amendment to the Agreement with the National Council on Crime and Delinquency (NCCD) Children's Research Center for the period of June 13, 2017 through June 30, 2020 to provide policy and procedure revision, workflow analysis, technical assistance. Structured Decision Making training and leadership coaching in the Humboldt Practice Model for the Department of Health and Human Services; authorize the Chairperson to execute three (3) originals of the Agreement; authorize the DHHS-Child Welfare Services Director to amend program elements of the Agreement as necessary after review and approval by County Counsel and Risk Management; and direct the Clerk of the Board to route two (2) fully executed originals of the Agreement to the Department of Health and Human Services (DHHS)-Contract Unit for further processing.

Attachments: [Staff Report.pdf](#)
[Professional Services Agreement with NCCD.pdf](#)
[First Amendment.pdf](#)

Human Resources[18-87](#)

18. Amendment of the 2015-2016 and 2016-2017 Compensation Plan for Management & Confidential Employees to Include the New Classification of Senior Program Manager Employment and Training Division (ETD)

Recommendation: That the Board of Supervisors adopt the new classification of Senior Program Manager - Employment and Training Division (class 0751, salary range 507, unit 08) into the classification plan; and adopt Resolution No. ____ (attached) approving the amendment to Attachment 1 of the 2015-2016 and 2016-2017 Compensation Plans for Management & Confidential Employees to include the new job class of Senior Program Manager - Employment and Training Division (class 0751, salary range 507, unit 08) effective the first full pay period following approval by the Board.

Attachments: [Amendment of the 2015-2016 and 2016-2017 Compensation Plan.pdf](#)

Public Defender[18-67](#)

19. Temporary Increase in Pay for Megan O'Connell, Deputy Public Defender IV, Pursuant to Section 7 of the Salary Resolution

Recommendation: That the Board of Supervisors authorize a temporary increase in pay for Deputy Public Defender IV, Megan O'Connell, (Class 0604, Range 521) as though promoted to Supervising Attorney (Class 0610, Range 550) effective immediately and continue until the position is filled on a permanent basis or other solution is identified.

Attachments: [Temporary Increase in Pay for Megan O'Connell.pdf](#)

Public Works[18-91](#)

20. Humboldt Waste Management Authority (HWMA) Request for Proposal (RFP) for Processing and Marketing of Curbside Collected Recyclable Material and Recycling Flow Control Memorandum of Understanding (MOU) to Participate in a Regional Recyclable Materials Processing Agreement.

Recommendation: That the Board of Supervisors review the proposed Recycling Processing and Marketing of Regional Curbside Collected Materials Request for Proposals (RFP) (Attachment 1); and authorize the Chair of the Board of Supervisors to execute the proposed Recycling Flow Control Memorandum of Understanding (MOU) to participate in a Regional Recyclable Materials Processing Agreement (Attachment 2).

Attachments: [HWMA Request for Proposal.pdf](#)

[18-94](#)

21. Williams Creek Bridge (4C-258) Replacement on Grizzly Bluff Road (2G100); Federal Project Number BRLS 5904(127); Contract Number 594209

Recommendation: That the Board of Supervisors receive and file the bids for Williams Creek Bridge Replacement on Grizzly Bluff Road; award the contract to McCullough Construction, Inc., for the total amount of \$1,854,575.20; authorize the Chair of the Board to execute the project agreement upon submittal of the appropriate bonds and insurance; and direct the Auditor-Controller to establish a new contract account 1200321-0330 and transfer \$2,319,819 from 1200321-2118 to the new contract account per the attached appropriation transfer.

Attachments: [Williams Creek Bridge.pdf](#)

[18-95](#)

22. Remove Frozen Indefinitely (FØ) - Designation for Roads Assistant Engineer I/II Position (4/5 vote required)

Recommendation: That the Board of Supervisors Remove the Frozen Indefinitely (FØ) designation from 1.0 FTE Assistant Engineer I/II (class 306) position in budget unit 321, effective at the beginning of the next biweekly pay period following approval. (4/5 vote required)

Attachments: [Remove Frozen Indefinitely Designation for Roads Assistant Engineer.pdf](#)

[18-107](#)

23. Extension of Extra Help Hours - Roads-Right of Way (322) (4/5 Vote Required)

Recommendation: That the Board of Supervisors extend Michael Landry extra help employment hours 960 hours to a maximum of 1,920 hours for fiscal year 2017-2018 pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

Attachments: [Extension of Extra Help Hours.pdf](#)

Treasurer/Tax Collector[18-119](#)

24. Temporary Increase in Compensation for Treasury and Tax Assistant II Whitney Morgan

Recommendation: That the Board of Supervisors approve a temporary increase in compensation for Treasury and Tax Assistant II (job class 0170) Whitney Morgan to the compensation equivalent of a Senior Treasury and Tax Assistant (job class 0679), pursuant to AFSCME Memorandum of Understanding section 12.4, retroactively to September 25,2017.

Attachments: [Temporary Increase in Compensation.pdf](#)

D. PUBLIC COMMENT ON NON-AGENDA ITEMS[18-149](#)

Public Comment Sign-In Sheet and Handouts

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

E. SPECIAL PRESENTATIONS**Board of Supervisors**[18-66](#)

1. Introduction of the new CHP Humboldt Area Commander Stacy Barr (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors welcome new CHP Humboldt Area Commander Stacy Barr and hear a brief update of the CHP Humboldt Area operations..

Attachments: [Introduction of the New CHP Humboldt Area Commander.pdf](#)

F. MATTERS SET FOR TIME CERTAIN**Board of Supervisors**[18-102](#)

1. 9:15 a.m. - Adopt a Resolution Opposing New Offshore Oil Drilling Development and Object to any New Oil and Gas Leases Off the California Coast (Supervisor Mike Wilson)

Recommendation: That the Board of Supervisors adopt the resolution and direct staff to send a certified copy of the resolution to the current Federal administration.

Attachments: [Adopt a resolution opposing new offshore oil drilling.pdf](#)
[Public Comment.pdf](#)

Planning and Building Department[18-86](#)

2. 1:30 p.m. - Zoning Ordinance Amendments Commercial Cannabis Land Use Ordinance Interim Permitting Case Number OR-18-001

Recommendation: That the Board of Supervisors introduce the proposed Ordinance amending Section 314-55.4.8.11 of Chapter 4 of Division 1 of Title III of the County Code [Attachment B]; open the public hearing, receive and consider the staff report and determination that no further environmental review is required pursuant to the California Environmental Quality Act (CEQA), accept public comment, and close the public hearing; deliberate on the proposed Ordinance; adopt Resolution No. ____ [Attachment A] a Resolution of the Board of Supervisors of the County of Humboldt making findings pursuant to the California Environmental Quality Act (CEQA), Humboldt County Code Section 312-50 - concerning adoption of zoning ordinance amendments; adopt Ordinance No. ____ [Attachment B] approving the proposed Zoning Ordinance changes. The proposed amendments to Chapter 4 of the Zoning Regulations will become

effective 30 days from the date of their adoption; direct the Clerk of the Board to publish a Summary of the Ordinance within 15 days after adoption by the Board, along with the names of those Supervisors voting for and against the ordinance [Attachment C] and to post in the Office of the Clerk of the Board of Supervisors a certified copy of the full text of the adopted ordinance along with the names of those Supervisors voting for and against the ordinance; and direct the Clerk of the Board to record in the action summary of the Board meeting that the ordinance has been duly published and posted, and to give notice of the decision to any interested parties.

Attachments: [Zoning Ordinance Amendments.pdf](#)
[Public Comment.pdf](#)
[Proof of Publication.pdf](#)

G. ITEMS PULLED FROM CONSENT

H. MATTERS INITIATED BY BOARD MEMBERS

Board of Supervisors

[18-92](#)

1. Report from the Homeless and Housing Ad Hoc Committee (Supervisor Estelle Fennell and Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors receive the report from the Homeless and Housing Ad Hoc Committee; deliberate on the advantages and disadvantages of the resolutions presented by the ad hoc on the Housing Trust Fund and Homeless Solutions Committee and Declaring the Existence of Shelter Crisis; and take appropriate action as deemed necessary.

Attachments: [Report from the Homeless and Housing Ad Hoc Committee.pdf](#)
[Public Comment.pdf](#)
[Resolution No. 18-14.pdf](#)
[Resolution No. 18-15.pdf](#)

I. DEPARTMENT REPORTS

J. PUBLIC HEARINGS

Planning and Building Department

[18-115](#)

1. Zoning Ordinance Amendments Commercial Cannabis Land Use Ordinance Case Number OR-17-02

Recommendation: That the Board of Supervisors continue the public hearing for this item to a Special meeting of the Board of Supervisors to be held on March 19, 2018.

Attachments: [Zoning Ordinance Amendments.pdf](#)
[Proof of Publication.pdf](#)

K. DISCUSSION ITEMS

L. CLOSED SESSION

[18-88](#)

1. It is the intention of the Board of Supervisors to meet in closed session to discuss pending/threatened litigation pursuant to Government Code Section 54956.9(a), (d)(2) and (e)(5), relating to Measure S and related ordinances (Marijuana Cultivation Tax).

Attachments: [Public Comment.pdf](#)

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/>