

**BOARD OF SUPERVISORS**

REX BOHN  
First District  
ESTELLE FENNELL  
Second District  
MIKE WILSON  
Third District  
VIRGINIA BASS  
Chair - Fourth District  
RYAN SUNDBERG  
Vice-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, December 5, 2017

9:00 AM

Regular Meeting

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**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.*

**Auditor/Controller**

1. Distribution of Excess Proceeds from Tax Sale of 509-121-033 on April 22-25, 2016

***Recommendation:*** That the Board of Supervisors approve the distribution of the excess proceeds resulting from the April 22-25, 2016 public auction as set forth in Attachment A.

***Attachments:*** [Distribution of Excess Proceeds.pdf](#)

**Board of Supervisors**

2. Proclaim December, 2017 as Human Rights Awareness Month (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors adopt the Proclamation.

**Attachments:** [Human Rights Awareness Month.pdf](#)

3. Resolution Recognizing Byrd Lochtie as the Recipient of NorCAN's Nonprofit Leader Achievement Award (Supervisor Bass)

**Recommendation:** That the Board of Supervisors authorize the Chair to sign the Resolution.

**Attachments:** [Resolution Recognizing Byrd Lochtie.pdf](#)

4. Letter of Support for the Expansion of the Redwood Coast PACE Program (Supervisor Virginia Bass)

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

**Attachments:** [Letter of Support for the PACE Program.pdf](#)

**Clerk of the Board**

5. Local Appointments List for 2018

**Recommendation:** That the Board of Supervisors receive said list; direct the Clerk of the Board to send a copy of said list to the Humboldt County Library, Eureka Main Branch pursuant to Government Code Section 54973, and that the Board hereby designates the Humboldt County Library, Eureka Main Branch, as the public library required to receive a copy of such list.

**Attachments:** [Local Appointments List for 2018.pdf](#)

6. Approval of the Action Summary - Meeting of November 14, 2017

**Recommendation:** That the Board of Supervisors approve the Action Summary for the meeting of November 14, 2017 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 November 14, 2017.pdf](#)

7. Notice of Vacancy on Assessment Appeals Board

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

**Attachments:** [Notice of Vacancy on Assessment Appeals Board.pdf](#)

**County Administrative Office**

8. Master Governmental Lease for Sharp Copiers

**Recommendation:** That the Board of Supervisors authorize the Purchasing Agent to execute the attached Master Lease Agreement #15212 dated October 27, 2017; authorize the Purchasing Agent to sign the attached Certification of Authority to Sign Governmental Lease from Lease Servicing Center, Inc. dba National Cooperative Leasing; and authorize the Purchasing Agent to execute individual Sub-Lease Agreements from the Master Lease Agreement.

**Attachments:** [Master Governmental Lease for Sharp Copiers.pdf](#)

9. Appointment of Sean Quincey to the Access Humboldt Board of Directors

**Recommendation:** That the Board of Supervisors appoint Sean Quincey as the county representative on the Access Humboldt Board of Directors.

**Attachments:** [Appointment of Sean Quincey to the Access Humboldt Board of Directors.pdf](#)

**10. Appointment of Interim Public Defender**

**Recommendation:** That the Board of Supervisors accept the resignation of David Marcus, Public Defender, effective November 22, 2017; and appoint Kaleb Cockrum to the position of Public Defender on an interim basis, retroactive to December 4, 2017, and continuing until appointment of a permanent Public Defender is made, or other solution is identified.

**Attachments:** [Appointment of Interim Public Defender.pdf](#)

**County Clerk/Recorder/Registrar of Voters****11. Certification of the Results of the November 7, 2017, Consolidated Districts Election**

**Recommendation:** That the Board of Supervisors accepts the Certified Statement of Results of the Official Canvass for the November 7, 2017, Consolidated Districts Election.

**Attachments:** [Certification of the Results of the Consolidated Districts Election.pdf](#)

**12. Supplemental Budget Request for Voter Notification of District Cycle Changes (4/5th Vote Required)**

**Recommendation:** That the Board of Supervisors adopt the attached supplemental budget for FY 2017-18 for budget unit 1100140 in the amount of \$50,000 (4/5 vote required).

**Attachments:** [Supplemental Budget Request for Voter Notification of District Cycle Changes.pdf](#)

**13. District Resolutions to Transition to Even-Year Elections Pursuant to Senate Bill 415 (California Voter Participation Act)**

**Recommendation:** That the Board of Supervisors receive staff report; receive staff impact analyses and district resolutions for the Fieldbrook Glendale and Westhaven Community Service Districts; and approve Fieldbrook Glendale and Westhaven Community Services Districts' resolutions to transition to even-year elections pursuant to California Elections Code, Sections 14050-14057.

**Attachments:** [District Resolutions to Transition to Even-Year Elections.pdf](#)

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

15. Reallocation of the Incumbents in the Deputy Public Guardian-Conservator Job Class (Class 0678) in Budget Unit (BU) 273 into the Deputy Public Guardian-Conservator I/II/III Job Class (Class 0670) in Budget Unit (BU) 273

**Recommendation:** That the Board of Supervisors approve the reallocation of the 1.0 full-time equivalent (FTE) Deputy Public Guardian-Conservator position (class 0678, salary range 377, position 03, BU 273), currently occupied by Aprille Akers to the classification of Deputy Public Guardian-Conservator II (class 0670, salary range 380, position 03, BU 273); approve the reallocation of the of the 1.0 FTE Deputy Public Guardian-Conservator position (class 0678, salary range 377, position 01, BU 273), currently occupied by Rachel Bums to the classification of Deputy Public Guardian-Conservator II (class 0670, salary range 380, position 01, BU 273); and approve the reallocation of the 1.0 FTE Deputy Public Guardian-Conservator position (class 0678, salary range 377, position 02, BU 273), currently occupied by Matthew Clementz to the classification of Deputy Public guardian-Conservator II (class 0670, salary range 380, position 02, BU 273), effective the beginning of the bi-weekly pay period immediately following approval.

**Attachments:** [Deputy Public Guardian-Conservator Job Class.pdf](#)

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

16. Memorandum of Understanding with the Humboldt County Office of Education Regarding the Continued Development of a Multi-Tiered System of Support Coalition within Humboldt County

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached Memorandum of Understanding with the Humboldt County Office of Education regarding the continued development of a Multi-Tiered System of Support Coalition that will implement the Positive Behavior Intervention and Supports curriculum throughout Humboldt County school system; and direct the Clerk of the Board to route two (2) fully executed original copies of the attached Memorandum of Understanding to the Department of Health and Human Services-Contract Unit for further processing.

**Attachments:** [MOU with the Humboldt County Office of Education.pdf](#)

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

17. Application Process for Collaborative Partnership Agreements Regarding the Provision of Professional Services Intended to Reduce the Number of Adverse Childhood Experiences Occurring within Humboldt County

**Recommendation:** That the Board of Supervisors approve the attached collaborative partnership agreement application package; approve the attached collaborative partnership agreement templates regarding the provision of professional services intended to reduce the number of Adverse Childhood Experiences occurring within Humboldt County; authorize the Department of Health and Human Services-Mental Health Director to execute collaborative partnership agreements that are substantially similar to the attached collaborative partnership agreement templates, after review and approval by County Counsel and Risk Management; authorize the Department of Health and Human Services-Mental Health Director to execute any and all future amendments to the collaborative partnership agreements executed thereby, after review and approval by County Counsel and Risk Management; and direct the Clerk of the Board to return one (1) original executed copy of this item to the Department of Health and Human Services-Contracts Unit.

**Attachments:** [Application Process for Collaborative Partnership Agreements.pdf](#)

**Planning and Building Department**

18. Steve Miller Lot Line Adjustment and Joint Timber Management Plan; File No.: 316-061-020, et seq.; Case Nos.: LLA-12.030, JTMP-12-014; Willow Creek Area (4/5th Vote Required)

**Recommendation:** That the Board of Supervisors approve (by 4/5th vote) the Joint Timber Management Plan (JTMP) and Guide (Attachment B) prepared pursuant to Section 51119.5 of the California Government Code (C.G.C.) project to be (Note: 4/5th vote is required); find the project exempt from environmental review pursuant to Sections 15061(b)(3) and 15305 of the State CEQA Guidelines and make all of the required findings (Attachment D) to approve the Lot Line Adjustment; direct the Planning Division staff to record the Declaration with the JTMP and the Notices of Lot Line Adjustment and Certificate of Subdivision Compliance; and direct the Clerk of the Board to give notice of the decision to owners, the County Assessor's Office and any other interested party.

**Attachments:** [Steve Miller Lot Line Adjustment and Joint Timber Management Plan.pdf](#)

**19. Allocation of Office Assistant I/II in Cannabis Planning Budget Unit 268 and Appropriation Transfer**

**Recommendation:** That the Board of Supervisors approve the allocation of a 1.0 full-time equivalent (FTE) Office Assistant I/II (class 180, Range 255/286) in Cannabis Planning budget unit 268, effective July 1, 2017; and approve appropriation transfer of \$44,462 from Building Inspector budget unit 262 to Cannabis Planning Budget unit 268.

**Attachments:** [Allocation of Office Assistant and Appropriation Transfer.pdf](#)

**20. Supplemental Budget for 1100277 the Allocation of 1.0 Full Time Employee (FTE) Legal Office Assistant, 1.0 FTE Administrative Analyst, the Acquisition of Three (3) Departmental Vehicles for Planning and Building, and Office Equipment and Supplies (4/5th Vote Required)**

**Recommendation:** That the Board of Supervisors approve and direct the Auditor Controller to supplement budget unit 1100277 as proposed (Attachment 1), including creating revenue line 707021 Fines and Penalties; approve and direct the Auditor Controller to transfer \$6,000 from fund 3575 to 1100277-707808; approve and direct the Auditor Controller to create a new interest bearing fund, 3585, Fines and Penalties, to provide funding for Code Enforcement abatement operations; approve the allocation of 1.0 FTE Legal Office Assistant to budget unit 277. class 0178, range 292/314, effective immediately; approve the allocation of 1.0 FTE Administrative Analyst to budget unit 277 class 626, range 379/412, effective immediately; approve the purchase of three vehicles and the donation of the vehicles to the County Motor Pool for capitalization, maintenance, and insurance; and approve an appropriation transfer (Attachment 2) to allow for the transfer of \$25,000 between 1100277-2125 and 1100277-8777, which corrects the budget to reflect the acquisition of a vehicle as a fixed asset.

**Attachments:** [Supplemental Budget and Appropriation Transfer.pdf](#)

**Probation****21. Extension of Extra Help Hours to 1950 for Juvenile Corrections Officers Maurice Purify, Lyndon Rowell, and Dan Maldonado (4/5th Vote Required)**

**Recommendation:** That the Board of Supervisors authorize the extension of extra help hours for Juvenile Corrections Officers (JCOs) Maurice Purify, Lyndon Rowell, and Dan Maldonado to 1950 hours through June 30, 2018, per Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

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

**Public Works**

22. Salt River Bridge Replacement on Waddington Road (C3G025) at Post Mile 1.69; Project Number: BRLOZB-5904(094); Contract Number: 594011

**Recommendation:** That the Board of Supervisors accept the completed contract, including all change orders approved by the Public Works Department, between RAO Construction Company, Inc., and Humboldt County for the Salt River Bridge Replacement on Waddington Road (C3G025) at Post Mile 1.69; and approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$2,297.61, which will bring the total amount paid to 100% of the contract.

**Attachments:** [Salt River Bridge Replacement on Waddington Road.pdf](#)

23. Eighth Amendment to the Agreement for Professional Services with Quincy Engineering, Inc. Regarding the Provision of Design Engineering and Project Development Services Pertaining to the Replacement of the Pine Hill Road Bridge (04C-173) Over Swain Slough, Contract Number: 594020

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached eighth amendment to the agreement for professional services with Quincy Engineering, Inc. regarding the provision of design engineering and project development services pertaining to the replacement of the Pine Hill Road Bridge; and Direct the Clerk of the Board to return two (2) executed originals of the attached eighth amendment to the Department of Public Works for further processing.

**Attachments:** [Eighth Amendment to the Agreement.pdf](#)

24. Allocate One Full-Time Roads Division Manager

**Recommendation:** That the Board of Supervisors approve the allocation of one full-time (1.0 FTE) Roads Division Manager (class 0210, salary range 485, unit 08) position in budget unit 325, effective at the beginning of the next bi-weekly pay period following approval.

**Attachments:** [Allocation of One Full-Time Roads Division Manager.pdf](#)



**Sheriff**

25. Amendment #3 to Agreement with Securitas Security Services, USA, Inc. for Uniformed Screening Personnel Services at the Courthouse

**Recommendation:** That the Board of Supervisors approve Amendment #3 (Attachment 1) rate increase to Uniformed Screening Personnel Services Agreement between County of Humboldt and Securitas Security Services USA, Inc. approved on March 10, 2015 to provide security screening services at the courthouse; authorize the Chair of the Board to execute three (3) originals of Amendment #3; and direct the Clerk of the Board to return two (2) fully executed originals of the Agreement to the Sheriff's Office for forwarding to interested parties.

**Attachments:** [Amendment #3 to Agreement with Securitas Security Services, USA, Inc..pdf](#)

**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.*

1. Public Comment Sign In-Sheet and Handouts

**Attachments:** [Public Comment.pdf](#)

**E. SPECIAL PRESENTATIONS****Board of Supervisors**

1. Assemblymember Wood End of the Year Wrap Up (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors hear the presentation and take appropriate action, if required.

**Attachments:** [Assemblymember Wood End of the Year Wrap Up.pdf](#)

**F. MATTERS SET FOR TIME CERTAIN****G. ITEMS PULLED FROM CONSENT**

## H. MATTERS INITIATED BY BOARD MEMBERS

1. Zero Waste Humboldt Plastic Bag Ban Presentation (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors hear the presentation and take appropriate action, if required.

**Attachments:** [Zero Waste Humboldt Plastic Bag Ban Presentation .pdf](#)

## I. DEPARTMENT REPORTS

### Clerk of the Board

1. Appointment of Board Members to Various Boards, Commissions and Committees for Calendar Year 2018

**Recommendation:** That the Board of Supervisors appoint Board Members to various Boards, Commissions and Committees for calendar year 2018.

**Attachments:** [Appointment of Board Members.pdf](#)

2. Appointment of Chair and Vice Chair for the Board of Supervisors - Calendar Year 2018

**Recommendation:** That the Board of Supervisors appoint a Chair and Vice Chair for the Board of Supervisors for Calendar Year 2018.

**Attachments:** [Appointment of Chair and Vice Chair.pdf](#)

## J. PUBLIC HEARINGS

## K. DISCUSSION ITEMS

## L. CLOSED SESSION

1. Conference With Real Property Negotiators - Pursuant to Government Code section 54956.8 it is the intention of the Board of Supervisors to meet in closed session to grant authority to its negotiators regarding the price and terms of payment for the purchase of real property located at 4325 Broadway, Eureka, 95503, Assessor Parcel No. 302-171-039-000. The County's negotiators are identified as Amy S. Nilsen, County Administrative Officer, Thomas K. Mattson, Director of Public Works, Erin Damm, and Christopher Shaver; the parties with whom they may negotiate are identified as John E. McNellis with McNellis Partners.

2. It is the intention of the Board of Supervisors to meet in closed session to discuss potential litigation pursuant to Government Code Section 54956.9(b)(3)(C).

## **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/>**