

BOARD OF SUPERVISORS

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



COUNTY STAFF

ELISHIA HAYES  
County Administrative Officer  
JEFFERSON BILLINGSLEY  
County Counsel  
KATHY HAYES  
Clerk of the Board

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

Tuesday, March 1, 2022

9:00 AM

Regular Meeting - Hybrid

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**A. ROLL CALL**

Present: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson,  
Supervisor Virginia Bass, and Supervisor Steve Madrone

Absent: 0

**B. SALUTE TO THE FLAG**

**C. MODIFICATIONS TO THE AGENDA**

12. CONSENT - Bid Authorization for the Construction of the California Redwood Coast-Humboldt County Airport Electric Vehicle Charging Stations and Americans with Disabilities Act Modification Project,. Project Number 2021-801.

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

1. Receive and approve the plans and specifications for the for the California Redwood Coast-Humboldt County Airport Electric Vehicle Charging Station and Americans with Disabilities Act Modification Project, project number 2021-801; and
2. Authorize the Clerk of the Board to advertise the above-referenced project, pursuant to Section 22037 of the California Public Contract Code, with bids to be opened on Mar. 29, 2022.

*This item was pulled to come back to a future date undetermined*

**D. CONSENT CALENDAR**

## Approval of the Consent Agenda

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve the Consent Calendar. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

## Aviation

1. Bid Authorization for the Rehabilitation of Runway 14/32 and Electrical System Improvement at the California Redwood Coast-Humboldt County Airport

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

1. Receive and approve the plans and specifications for the rehabilitation of Runway 14/32 and Electrical System Improvement; and
2. Authorize the Clerk of the Board to advertise the above referenced project, pursuant to Section 22037 of the California Public Contract Code, with bids to be opened on March 31, 2022.

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

## Board of Supervisors

2. Resolution Authorizing Road Closures for the 49th Annual Avenue of the Giants Marathon, Half Marathon and 10K Run on Sunday, May 1, 2022 between the Hours of 7:30 am and 2:30 pm (Supervisor Michelle Bushnell)

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

1. Adopt the resolution and direct the Clerk of the Board to return a fully executed copy of the resolution to Cindy Timek, Race Director Six Rivers Running Club, P.O. Box 214, Arcata, CA 95518.

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

3. Elk Country RV Park Request For a Waiver Outside the Number of Allowed Licenses in the Census Tract to Obtain a Type 20 Off-Sale Alcoholic Beverage (ABC) Liquor License in the Trinidad Area (Supervisor Steve Madrone)

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

1. Approve the waiver to allow for an ABC Type 20 Off-Sale liquor license as requested.

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

4. Continuation of the Local Emergency Due to Drought

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

1. Declare that a local emergency remains in effect, per Resolution 21-77, until March 22, 2022 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 drought.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

5. Humboldt County Historical Society 75th Anniversary Resolution (Supervisor Virginia Bass)

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

1. Authorize the Chair to sign the resolution.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

6. Arcata Chamber of Commerce 2022 Business Leadership Awards (Supervisor Mike Wilson)

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

1. Ratify the Chair's signature.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

7. Appoint Mathew Nannizzi to the Fish and Game Advisory Commission (Supervisor Mike Wilson)

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

1. Receive and file the appointment

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

8. Proclaim March as Red Cross Month in Humboldt County (Supervisor Virginia Bass)

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

1. Adopt the proclamation

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

### **Child Support Services**

9. Deallocation of One Full-Time Equivalent (FTE) Child Support Specialist II and Allocation of One FTE Child Support Assistant III in the Department of Child Support Services

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

1. Deallocate one Full-Time Equivalent (FTE) Child Support Specialist II (CSS II) in bargaining group American Federation of State and County and Municipal Employees (AFSCME) (Class 342, Range 0367, Position 12); and
2. Allocate one FTE Child Support Assistant III (CSA III) in bargaining group AFSCME (Class 0367, Range 375, Position 01).

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

### **Clerk of the Board**

**10.** Approval of the Action Summary - Meeting of February 15, 2022

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

1. Approve the Action Summary for the meeting of February 15, 2022 and authorize the Clerk of the Board and the Board Chair to sign the minute book in accordance with California Governmental Code Section 25103.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

### **County Administrative Office**

**11.** First Amendment to the Professional Services Agreement with Municipal Resource Group (MRG), LLC., for Human Resources and Personnel Support Services and Supplemental Budget (4/5 vote required)

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

1. Approve, and authorize the Chair, to execute, the attached first amendment to the professional services agreement with MRG regarding human resources and personnel support services in the amount of \$346,150 for the period of July 1, 2021, through June 30, 2022;
2. Authorize the County Administrative Officer to execute any and all subsequent amendments to the attached with MRG, after review and approval by County Counsel and Risk Management;
3. Direct the Clerk of the Board to return one fully executed original copy of the attached with MRG to the County Administrative Office for further processing; and
4. Approve the attached supplemental budget in the amount of \$136,057 for Fiscal Year (FY) 2021-22 from Contingencies to fund 1100, budget unit 130 - Human Resources (4/5 vote required).

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

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

13. Resolution from the City of Arcata Requesting Consolidation of the Special Municipal Election with the June 7, 2022, Statewide Primary Election

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

1. Direct the Registrar of Voters to conduct the special municipal election for the City of Arcata;
2. Consolidate this election with the Statewide Primary Election to be held on June 7, 2022;
3. Direct the City of Arcata to reimburse the County of Humboldt for costs incurred; and
4. Request the Clerk of the Board forward the signed Board Order and copy of the City of Arcata Resolution No. 212-43 to the Humboldt County Office of Elections.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

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

14. Implementation Agreement with Nurse-Family Partnership Regarding the Provision of Consultation Services that are Designed to Support the Continued Operation of the Nurse-Family Partnership Program in Humboldt County

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

1. Approve, and authorize the Chair of the Board to execute, the attached implementation agreement with Nurse-Family Partnership regarding the provision of consultation services that are designed to support the continued operation of the Nurse-Family Partnership Program in Humboldt County for the period of July 1, 2021 through June 30, 2024;
2. Authorize the Department of Health and Human Services - Public Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached implementation agreement with Nurse-Family Partnership, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached implementation agreement with Nurse-Family Partnership to the Department of Health and Human Services - Contract Unit for further processing.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

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

15. Appointments to the Humboldt County Behavioral Health Board

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

1. Appoint Colleen Broderick to the Humboldt County Behavioral Health Board for a three-year term; and
2. Reappoint Tim Ash to the Humboldt County Behavioral Health Board for a three-year term.

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

### **Human Resources**

- 16.** Adoption of Merit System California Department of Human Resources (CALHR) Job Specification for Accounting Technician class

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

1. Adopt Attachment 3: Amended County of Humboldt job specification for Accounting Technician (class 0354 and class 0355) to ensure that the job specification aligns with Merit Systems California Department of Human Resources (CALHR), effective immediately.

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

- 17.** Delegation of Authority for Disability Retirement

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

1. Adopt Resolution No. \_\_\_\_\_, delegating authority for Safety Officer Disability Retirements to include the county's Human Resources Director, Interim Human Resources Director, or their designee, pursuant of California Government Code section 21173.

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

- 18.** Ratification of the 2022-2024 Memorandum of Understanding (MOU) Between the County of Humboldt and the Law Enforcement Management (LEM) Representation Unit 7.

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

1. Approve and authorize the Chair of the Board of Supervisors to execute the Memorandum of Understanding with the LEM (Attachment No. 1); for the term of 2022-2024 for the MOU between the County of Humboldt and LEM Representation Unit 7; 2) direct the Department of Human Resources to insert the adopted Comprehensive Compensation Salary and Classification Summary into the MOU; and
2. Adopt Resolution No. \_\_\_\_ (Attachment No. 3) approving:
  - i. Amendment to the Memorandum of Understanding between the County of Humboldt and LEM Representation Unit 7;
  - ii. Adopting a Comprehensive Compensation Salary and Classification Summary (Attachment No. 4) effective March 6, 2022; and
  - iii. Delegating authority to the Department of Human Resources to update the Comprehensive Compensation Salary and Classification Summary to reflect changes in future compensation approved by your Board.

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff*

*recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

19. Ratification of the 2022-2024 Memorandum of Understanding (MOU) Between the County of Humboldt and the California Attorneys' Association (CAA) for Representation Unit 5.

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

1. Approve and authorize the Chair of the Board of Supervisors to execute the Memorandum of Understanding with the CAA Unit 5 (Attachment No. 1); for the term of 2022-2024 for the MOU between the County of Humboldt and CAA Unit 5;
- 2) direct the Department of Human Resources to insert the adopted Comprehensive Compensation Salary and Classification Summary into the MOU; and
2. Adopt Resolution No. \_\_\_\_ (Attachment No. 3) approving 1) amendment to the Memorandum of Understanding between the County of Humboldt and CAA Unit 5 2), adopting a Comprehensive Compensation Salary and Classification Summary (Attachment No. 4) effective March 6, 2022, and 3) delegating authority to the Department of Human Resources to update the Comprehensive Compensation Salary and Classification Summary to reflect changes in future compensation approved by your Board.

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

### Libraries

20. Literacy Services Agreement with Humboldt Literacy Project

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

1. Accept \$59,113 in grant funds from the California State Library;
2. Approve and authorize the Chair to execute an agreement for contracted services with the Humboldt Literacy Project; and
3. Return to Library two executed copies of the agreement.

*A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

### Planning and Building Department

21. Minor Revision to Resolution 21-43 Authorizing the Submission of a Grant Application to the California Department of Housing and Community Development's Community Development Block Grant Program Coronavirus Response Round 2/3

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

Adopt attached Resolution (Attachment 1) doing the following:

1. Approving an application for funding to be submitted to the Department of Housing and Community Development (HCD) for the 2020 Community Development Block Grant Program Coronavirus Response Round 2/3 (CDBG-CV 2/3) in an amount not to exceed \$1,104,668, and
2. Authorizing and directing the Planning and Building Department Director to execute, in the name of the County of Humboldt, the application, the Standard Agreement, and all other documents required by HCD for participation in the CDBG-CV 2/3 Program, and any amendments.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

- 22.** Humboldt's Own LLC Appeal of the Planning Commission's Addition of a Condition Requiring a Second Water Source to an Approved Well as Part of the Conditional Approval of a Special Permit to Allow 64,800 Square Feet of Commercial Cannabis Cultivation

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

1. Adopt the resolution (Resolution 21-\_\_). (Attachment 1) which does the following:
  - a. Finds that the Board of Supervisors has considered the Addendum to the Environmental Impact Report for the Commercial Cannabis Land Use Ordinance that was prepared for the Humboldt's Own LLC project; and
  - b. Finds that the proposed project complies with the General Plan and Zoning Ordinance; and
  - c. Approves the Appeal submitted by Humboldt's Own LLC; and
  - d. Approves the Special Permit subject to the recommended conditions of approval.
2. Direct the Clerk of the Board to give notice of the decision to the appellant, the Planning and Building Department, and any other interested party.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

### **Public Works**

- 23.** Agreements with Humboldt Transit Authority Regarding the Administration, Management and Operation of the Southern Humboldt and Willow Creek Bus Transit Systems



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

1. Approve, and authorize the Chair of the Board to execute, the attached agreements with Humboldt Transit Authority regarding the administration, management and operation of the Southern Humboldt and Willow Creek Bus Transit Systems for the period of July 1, 2021 through June 30, 2024;
2. Authorize the Humboldt County Public Works Director, or a designee thereof, to execute any and all subsequent amendments to, and any other documents directly associated with, the attached agreements with Humboldt Transit Authority, 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 copy of each attached agreement with Humboldt Transit Authority to the Department of Public Works for further processing.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

24. Lease/ Purchase of One (1) Caterpillar CB4.0 03A Utility Compactor Roller and One (1) New Felling Model: FT14 Trailer, Authorization to Enter into Lease/Purchase Agreement and Declare Equipment Surplus

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

1. Authorize the lease/purchase of one (1) Caterpillar CB4.0 03A Utility Compactor Roller and one (1) New Felling Model: FT14 Trailer;
2. Authorize the Purchasing Agent to enter into a lease/purchase agreement with Umpqua Bank Equipment Leasing & Finance; and
3. Declare one (1) 1996 Ingersol Drum Roller DD24, equipment number 46822, and one (1) 1996 Zieman Trailer 1150, equipment number 94152 as surplus equipment.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

### **Sheriff**

25. Position Allocation Modification for Sheriff's Office to Deallocate 4.0 Full-time Equivalent (FTE) Legal Office Assistant and allocate 1.0 FTE Senior Legal Office Assistant and 3.0 FTE Administrative Secretary

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

1. Approve the allocation of 2.0 FTE Administrative Secretary (class 0164) in budget unit 1100-221 effective immediately; and
2. Approve the deallocation of 2.0 FTE Legal Office Assistant (class 0178) in budget unit 1100-221 effective immediately; and
3. Approve the allocation of 1.0 FTE Senior Legal Office Assistant (class 0168) in budget unit 1100-243 effective immediately; and
4. Approve the allocation of 1.0 FTE Administrative Secretary (class 0164) in budget unit 1100-243 effective immediately; and
5. Approve the deallocation of 2.0 FTE Legal Office Assistant (class 0178) in budget unit 1100-243 effective immediately.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

## **E. SPECIAL PRESENTATIONS**

## **F. ITEMS PULLED FROM CONSENT**

## **G. MATTERS INITIATED BY BOARD MEMBERS**

### **Board of Supervisors**

1. Resolution in Support of Federal Legislation - HR 1976 (Pramilla/Jayapal): Improved Medicare for All (Supervisor Steve Madrone)

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

1. Authorize the Chair to sign the resolution.

**A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, that staff recommendations be approved. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

2. Consider Cancelling the May 17, 2022 Board of Supervisors Meeting (Supervisor Virginia Bass)

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

1. Cancel the May 17, 2022 Board of Supervisors Meeting.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, that the recommendations be approved. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

3. Receive Final Demand Letter Addressed to Karen Paz Dominguez, Auditor Controller, from California Attorney General Regarding Delinquent Financial Transactions Report (Supervisor Rex Bohn)

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

1. Receive and file Final Demand Letter carbon copied to Humboldt County Board of Supervisors, County Chief Administrative Officer and County Counsel; and
2. Provide direction to staff as appropriate.

**A motion was made that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

Nay: 1 - Rex Bohn

## H. DEPARTMENT REPORTS

### Auditor/Controller

1. Amended Engagement Letter with CliftonLarsonAllen LLP Regarding the Provision of External Audit Services for Fiscal Year 2019-2020

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

1. Accept a presentation from the Humboldt County Auditor-Controller's Office regarding the performance of transaction and year-end reconciliations for fiscal year 2019-2020;
2. Approve and authorize the Chair of the Board to execute the attached engagement letter with CliftonLarsonAllen LLP regarding the provision of external audit services for fiscal year 2019-2020;
3. Authorize the Humboldt County Auditor-Controller, or a designee thereof, to execute any and all additional engagement letters, professional services agreements and other documents directly related to the provision of external audit services for fiscal year 2019-2020, after review and approval by County Counsel, Risk Management and the County Administrative Office;
4. Adopt the attached supplemental budget for FY 2021-22 in the amount of \$12,000 (4/5 vote required); and
5. Direct the Clerk of the Board to return one (1) original executed copy of the attached engagement letter with CliftonLarsonAllen LLP to the Humboldt County Auditor-Controller's Office for further processing.

**A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, that the recommendations be approved as amended below:**

1. Approve staff recommendations with the exception of recommendation 1;
2. Request that the Auditor-Controller bring her findings in writing to the March 15, 2022 Board of Supervisors meeting as a departmental item. The motion carried by the following vote:

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

### Board of Supervisors

2. Consider Making the At-Large Appointment to the Audit Committee

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

1. Consider making the At-Large appointment to the Audit Committee.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Bohn, to appoint John Fullerton as the At-Large member of the Audit Committee . The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Michelle Bushnell, Virginia Bass, and Steve Madrone

Nay: 1 - Mike Wilson

### **County Administrative Office**

3. Introduction of an Ordinance of the Board of Supervisors of the County of Humboldt Amending Sections 712-2(b) and 712-3 of Chapter 2, Division 1 of Title VII to the Humboldt County Code Relating to the Transient Occupancy Tax

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

1. Introduce the attached ordinance and waive the first reading;
2. Set the Ordinance for adoption on March 8, 2022;
3. Direct the Clerk of the Board to publish the pre-adoption summary of the ordinance and to post a certified copy of the full text of the proposed ordinance in the office of the Clerk of the Board, both the publication and posting to be done at least 5 days prior to the Board meeting at which the ordinance will be adopted [Government Code section 25124(b)(1)]; and
4. 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, 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)].

*A motion was made by Supervisor and seconded by Supervisor to approve the staff recommendations. The motion carried with the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

4. Operational Realignment of Payroll Operations and Professional Services Agreement with CliftonLarsonAllen (CLA) for Payroll Audit Services

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

1. Receive a report from the County Administrative Office regarding departmental submissions of outstanding financial transactions and payroll errors;
2. Consider options and provide direction regarding the realignment of payroll operations;
3. Authorize the County Administrative Officer (CAO), or designee thereof, to pursue and execute a letter of engagement and professional services agreement with CliftonLarsonAllen (CLA) in the amount of \$259,000 for payroll auditing services (Attachment 2), after review and approval by County Counsel and Risk Management;
4. Authorize the CAO, or designee thereof, to execute any and all subsequent amendments to the agreement with CLA, after review and approval by County Counsel and Risk Management; and
5. Direct the CAO to return with any supplemental budgets and personnel allocations necessary to effectuate the Board's direction.

*A motion was made by Supervisor Madrone and seconded by Supervisor Wilson to approve the amended recommendation as below:*

*Continue this item to the April 5, 2022 Board of Supervisors Meeting and direct staff (County Administrative Office, Human Resources and Auditor-Controller) to review previous Payroll evaluation reports and return with a brief report on that work and refinements to option 1 and 4, with the possibility of a new hybrid option.*

*The motion carried with the following vote:*

Aye: 4 - Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

Nay: 1 - Rex Bohn

### **Planning and Building Department**

5. Allocation of \$400,000 in Additional Funds for Code Enforcement Nuisance Abatement Costs in Budget Unit 1100269 and Supplemental Budget. 4/5 Vote Required.

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

1. Review and confirm the Code Enforcement priorities for nuisance abatement cases along with the anticipated costs for the remainder of the 2021-2022 fiscal year.
2. Approve allocation of \$400,000 additional funds for the Code Enforcement nuisance abatement budget to cover the costs of prioritized for the remainder of the 2021-2022 fiscal year. 4/5 vote required.

*A motion was made by Supervisor Madrone, seconded by Supervisor Bohn, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

## **J. DISCUSSION ITEMS**

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

1. 10:30 AM - Third Public Hearing of the Public Financing Authority (PFA) for the Samoa Peninsula Enhanced Infrastructure Financing District (EIFD); adopt a resolution approving the Infrastructure Finance Plan, establishing the Samoa Peninsula EIFD and adopting bylaws.

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

1. Adjourn as the Humboldt County Board of Supervisors;
2. Appointed members convene as the PFA for the Samoa Peninsula EIFD;
3. Follow the set Agenda (Attachment 1);
4. Adjourn the Public Finance Authority for the Samoa Peninsula Enhanced Infrastructure Finance District; and
5. Reconvene as the Humboldt County Board of Supervisors.

*This report was received and filed.*

## **L. PUBLIC COMMENT ON NON-AGENDA ITEMS - 1:30 PM**

## **I. PUBLIC HEARINGS**

1. Allocation of 2021-2022 water quality improvement grant program funds from the Commercial Cannabis Land Use Ordinance (CCLUO) Mitigation and Remediation Fund (Case # PLN-2021-17061).

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

1. Receive and consider the staff report and grant applications received (Attachment 2), open the public hearing, and accept public comment; and
2. Close the public hearing; and
3. Approve the slate of grant applications from the Mitigation and Remediation Fund Awards by approving the attached Resolution \_\_\_\_ (Attachment 1); and
4. Authorize the Chair of the Board to sign the grant agreements when completed, after review and approval by County Counsel and Risk Management.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bohn, that the recommendations be approved. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Virginia Bass, and Steve Madrone

## M. CLOSED SESSION

1. Conference with Legal Counsel - Pursuant to Government Code section 54954.5 and 54957 to consider Public Employee Appointment for the position of the Director of Human Resources/Risk Manager

**The Board of Supervisors met in Conference with Legal Counsel - Pursuant to Government Code section 54954.5 and 54957 to consider Public Employee Appointment for the position of the Director of Human Resources/Risk Manager. By unanimous vote, Zach O'Hanen was appointed as Interim Director of Human Resources/Risk Manager.**

2. Conference with Legal Counsel - Pursuant to Government Code section 54954.5 and 54957 to consider Public Employee Appointment for the position of Agricultural Commissioner

**THat the Board of Supervisors met in Conference with Legal Counsel - Pursuant to Government Code section 54954.5 and 54957 to consider Public Employee Appointment for the position of Agricultural Commissioner. No reportable action**

3. Conference with Legal Counsel - anticipated litigation, significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) & (e)(2): in one case, inquiry by the California State Bar, No. 22-0-00776

**That the Board of Supervisors met in Conference with Legal Counsel - anticipated litigation, significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) & (e)(2): in one case, inquiry by the California State Bar, No. 22-0-00776. No reportable action**

4. Conference with Legal Counsel – pursuant to Government Code Section 54956.9(d)(2) & (e)(3) to discuss exposure to litigation in one (1) matter: receipt of a letter from California Attorney General's Office regarding failure to submit Fiscal Transaction Reports.

**The Board of Supervisors met in Conference with Legal Counsel – pursuant to Government Code Section 54956.9(d)(2) & (e)(3) to discuss exposure to litigation in one (1) matter: receipt of a letter from California Attorney General's Office regarding failure to submit Fiscal Transaction Reports. No reportable action.**

**N. ADJOURNMENT**

*I, NIKKI TURNER, Deputy Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct original record of the above-entitled meeting of the Humboldt County Board of Supervisors held in Eureka California.*

*IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.*

*NIKKI TURNER*

*Deputy Clerk of the Board of Supervisors of the County of Humboldt, State of California.*

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*03/01/2022*