

**BOARD OF SUPERVISORS**

REX BOHN  
First District  
ESTELLE FENNEL  
Chair - Second District  
MARK LOVELACE  
Vice Chair - Third District  
VIRGINIA BASS  
Fourth District  
RYAN SUNDBERG  
Fifth District



**COUNTY STAFF**

PHILLIP SMITH-HANES  
County Administrative Officer  
JEFFREY S. BLANCK  
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, October 13, 2015**

**9:00 AM**

**Regular Meeting**

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- A. SALUTE TO THE FLAG**
- B. MODIFICATIONS TO THE AGENDA**
- C. CONSENT CALENDAR**

**Auditor/Controller**

- 1. FY 2015-16 Appropriation Limit**

***Recommendation:*** That the Board of Supervisors approve the attached resolution and schedules setting forth the FY 2015-16 appropriation limits in accordance with Article XIII B of the California Constitution and California Government Code, Title 1, Division 9.

***A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:***

**Aye:** 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

**Board of Supervisors**

2. Continuation of Emergency - Prolonged Drought in Humboldt County (Supervisor Ryan Sundberg)

**Recommendation:** That the Board of Supervisors declare that a local state of emergency, per Resolution #15-97, remains in effect until November 10, 2015, related to prolonged drought in Humboldt County.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

**Clerk of the Board**

3. Approval of the Action Summary - Meeting of October 6, 2015

**Recommendation:** That the Board of Supervisors approve the Action Summary from the meeting of October 6, 2015 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

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

4. Resolution to Establish a Revolving Petty Cash Fund for Humboldt County Department of Health and Human Services Mental Health / Administration and Programs in the Amount of \$1,700

**Recommendation:** That the Board of Supervisors adopt Resolution # \_\_\_\_ to establish a revolving Petty Cash Fund for the Humboldt County Department of Health and Human Services (DHHS) Mental Health / Administration and Programs, Budget Unit #424, Fund 1170, as follows: Mental Health Branch Administration and Programs 1170-424-2123 Special Departmental Expense -- \$1,700.00; and rescind Resolution #07-49 that was approved by the Board on July 3, 2007 (item C-9).

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

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

5. Donation of Social Services Vehicle to the Humboldt County Motor Pool

**Recommendation:** That the Board of Supervisors approve the donation of one (1) 2014 Freightliner MT-55 from Humboldt County Department of Health and Human Services (DHHS) -Social Services to the Humboldt County Motor Pool for capitalization, maintenance and insurance purposes.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

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

**Recommendation:** That the Board of Supervisors approve Agreement with Open Door Community Health Centers to assist the Department of Health and Human Services (DHHS) to increase utilization of CalFresh benefits by eligible households; 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 Department of Health and Human Services (DHHS)-Contract Unit for forwarding to DHHS-Social Services Administration.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

7. Approve Agreement with Food for People to Assist with CalFresh Outreach and Support Activities

**Recommendation:** That the Board of Supervisors approve Agreement with Food for People to assist the Department of Health and Human Services (DHHS) to increase utilization of CalFresh benefits by eligible households; 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 Department of Health and Human Services (DHHS)-Contract Unit for forwarding to DHHS-Social Services Administration.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

8. Approve Agreement with Humboldt County Office of Education to Assist with CalFresh Outreach and Support Activities

**Recommendation:** That the Board of Supervisors approve Agreement with the Humboldt County Office of Education to assist the Department of Health and Human Services (DHHS) to increase utilization of CalFresh benefits by eligible households; 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 Department of Health and Human Services (DHHS)-Contract Unit for forwarding to DHHS-Social Services Administration.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

9. Global Memorandum of Understanding Regarding Child Welfare Services with California Department of Social Services and California Department of Health Care Services

**Recommendation:** That the Board of Supervisors for the meeting of: October 13, 2015 approve the attached Global Memorandum of Understanding (MOU) regarding child welfare services with California Department of Social Services (CDSS), California Department of Health Care Services (DHCS), and Humboldt County Department of Health and Human Services (DHHS)-Children and Family Services; authorize the Chairperson to execute three (3) originals of the MOU; and direct the Clerk of the Board to route two (2) fully executed originals of the MOU to the DHHS-Contract Unit for forwarding to DHHS-Social Services Administration.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

### **Planning and Building Department**

10. Adoption of Ordinance Adding Chapter 2 to Division 4 of Title VIII of the Humboldt County Code relating to Expedited, Streamlined Permitting Process for Small Residential Rooftop Solar Energy Systems

**Recommendation:** That the Board of Supervisors adopt Ordinance No. \_\_\_\_\_, adding Chapter 2 to Division 4 of Title VIII of the Humboldt County Code relating to Expedited, Streamlined Permitting Process for Small Residential Rooftop Solar Energy Systems.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

**Public Defender**

11. Approve Exercising the Option to Extend the Lease for 931 Third Street, Eureka, with Carter Properties

**Recommendation:** That the Board of Supervisors approve exercising the option to extend the Lease with Carter Properties for 931 Third Street, Eureka; direct the Clerk of the Board to return one executed Board Agenda item to Public Works, Real Property Agent; and authorize the Public Works Real Property Agent to send a letter notifying Carter Properties that the County is exercising the option to extend the Lease for an additional two (2) year term, from December 1, 2015 through November 30, 2017.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

**Public Works**

12. Professional Consultant Services for Arcata-Eureka Airport (ACV) Obstructions Removal Plan, Airport Improvement Program (AIP) Grant 03-06-0010-044, Project No. 919269

**Recommendation:** That the Board of Supervisors authorize the Chair to sign three (3) copies of the Agreement for Consultant Services with Mead and Hunt, for an amount not to exceed \$76,147 (Seventy-Six Thousand One Hundred Forty-Seven Dollars); and direct the Clerk of the Board to return two (2) of each fully executed copies to Public Works.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

13. Professional Consultant Services for Murray Field Airport (EKA) Obstructions Removal Plan and Airport Geographic Information System (AGIS) Survey, Airport Improvement Program (AIP) Grant 03-06-0072-012, Project No. 919270

**Recommendation:** That the Board of Supervisors authorizes the Chair to sign three (3) copies of the Agreement for Consultant Services with Mead and Hunt, for an amount not to exceed \$103,989 (One Hundred Three Thousand Nine Hundred Eighty-Nine Dollars); and direct the Clerk of the Board to return two (2) of each fully executed copies to Public Works.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

14. Larabee Bridge (4C-171) Preventive Maintenance Project. Project No.: BPMP 5904 (139); Contract No.: 215139

**Recommendation:** That the Board of Supervisors approve the plans and specifications for the Larabee Bridge Preventative Maintenance Project; and direct the Clerk of the Board to advertise the above-mentioned project as required by Section 22037 of the California Public Contract Code with bids to be opened on Tuesday, November 10, 2015 at 2:00 p.m.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

### Sheriff

15. Acceptance of the Cooperative Law Enforcement Master Agreement #16-LE-11051360-027 with the United States Department of Agriculture, Forest Service, Six Rivers National Forest

**Recommendation:** That the Board of Supervisors accept Cooperative Law Enforcement Master Agreement # 16-LE-11051360-027 between the United States Department of Agriculture (USDA), Forest Service, Six Rivers National Forest for the 5-year period covering October 1, 2015 through September 30, 2020 (Attachment 1); and authorize the Sheriff and Chair of the Board to sign four (4) originals of the Cooperative Law Enforcement Master Agreement.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Bass that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

## D. SPECIAL PRESENTATIONS

### Board of Supervisors

1. "The Great California SHAKE OUT" Proclamation and Presentation (Supervisor Estelle Fennell)

**Recommendation:** That the Board of Supervisors authorize the Chair to sign the Proclamation and hear the Presentation.

**A motion was made by Supervisor Bass, seconded by Supervisor Lovelace that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

2. Update Report from the Cruise Ship Marketing Consultant (Supervisor Virginia Bass)

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

**Per Order of the Chair.**

3. Retirement Resolution for Mike Tully on his Retirement from the Humboldt County Probation Department (Supervisor Virginia Bass)

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

**A motion was made by Supervisor Bass, seconded by Supervisor Lovelace that the recommendations be approved. The motion carried by the following votes:**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

#### E. MATTERS SET FOR TIME CERTAIN

#### F. ITEMS PULLED FROM CONSENT

#### G. MATTERS INITIATED BY BOARD MEMBERS

##### Board of Supervisors

1. Board Discussion Regarding HCAOG Hiring Polling Firm to Poll voters on a Proposed Humboldt County Transportation Sales Tax Measure (Supervisor Ryan Sundberg)

**Recommendation:** That the Board of Supervisors receive a report from Supervisor Sundberg, the Board's representative on the HCAOG Board, and give direction as it relates to a proposal to hire a polling firm to poll voters on a proposed Humboldt County Transportation Sales Tax Measure.

**A motion was made to authorize the HCAOG representative to support steps necessary to explore the possibilities of a transportation sales tax measure.**

Aye: 4 - Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Nay: 1 - Rex Bohn

2. Clarification of Procedure for Referring Cases to Code Enforcement for Investigation (Supervisor Rex Bohn)

**Recommendation:** That the Board of Supervisors clarify the procedure for referring cases to Code Enforcement, and take appropriate action, as necessary.

**A motion was made that all violations or infractions that could result in code enforcement action be sorted and housed through the Code Enforcement Unit of County Counsel for distribution to the appropriate departments.**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

3. Supplemental Report from the Medical Marijuana (MMJ) Ad Hoc Committee (Supervisor Estelle Fennell and Supervisor Ryan Sundberg)

**Recommendation:** That the Board of Supervisors hear a supplemental report from the Medical Marijuana Ad Hoc Committee and direct staff to add additional alternatives to the proposed Medical Marijuana Land Use Ordinance on parcels five (5) acres or larger.

**A motion was made to direct Planning staff to present the Planning Commission with a chart showing a range of alternatives for their consideration and to clarify their latitude to modify provisions of the draft ordinance as presented.**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

## H. DEPARTMENT REPORTS

### Clerk of the Board

1. Appointment of the 2016 Member and Alternate to the California State Association of Counties Board of Directors

**Recommendation:** That the Board of Supervisors make appointments to the California State Association of Counties Board of Directors for 2016, and direct the Clerk of the Board to notify Sue Ronkowski at CSAC, 1100 K Street, Suite #101, Sacramento, 95814, of the appointments.

**A motion was made to appoint Supervisor Virginia Bass as the 2016 CSAC member and Supervisor Estelle Fennell as the alternate.**

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

## I. CLOSED SESSION

1. It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of Public Defender pursuant to Government Code sections 54954.5 and 54957.

**The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of Public Defender pursuant to Government Code sections 54954.5 and 54957. There was no action to report.**



2. Conference with Labor Negotiator - Pursuant to Government Code section 54957.6 it is the intention of the Board of Supervisors to meet in closed session to review the County's position and instruct its designated labor negotiator with respect to the various forms of compensation provided to the County's represented and unrepresented personnel. Negotiator: Dan Fulks. Employee Organizations: American Federation of State, County and Municipal Employees (AFSCME local 1684), Humboldt County Attorneys Association, Humboldt Deputy Sheriffs' Organization (Law Enforcement Non-Management Unit), Humboldt Deputy Sheriffs' Organization (Law Enforcement Management Unit), Elected & Appointed County Officials, and Management & Confidential Employees.

*The Board of Supervisors to met in closed session to review the County's position and instruct its designated labor negotiator with respect to the various forms of compensation provided to the County's represented and unrepresented personnel. Negotiator: Dan Fulks. Employee Organizations: American Federation of State, County and Municipal Employees (AFSCME local 1684), Humboldt County Attorneys Association, Humboldt Deputy Sheriffs' Organization (Law Enforcement Non-Management Unit), Humboldt Deputy Sheriffs' Organization (Law Enforcement Management Unit), Elected & Appointed County Officials, and Management & Confidential Employees. There was no action to report.*

#### J. PUBLIC COMMENT ON NON-AGENDA ITEMS – 1:30 P.M.

#### K. ADMINISTRATIVE ABATEMENT HEARINGS

#### L. PUBLIC HEARINGS

##### Auditor/Controller

1. Resolution Establishing Fiscal Year 2015-2016 Budgets for Special Districts Governed by the Humboldt County Board of Supervisors

**Recommendation:** That the Board of Supervisors adjourn and reconvene as the Board of Directors of those special districts governed by the Board of Supervisors; open the public hearing; receive reports from staff; receive testimony from public; close the public hearing; approve and adopt the Fiscal Year 2015-2016 budgets for special districts governed by the Board of Supervisors; adopt the attached resolution No. \_\_\_\_ establishing fiscal year 2015-2016 budgets for special districts governed by the Board of Supervisors.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

#### M. AFTERNOON DISCUSSION ITEMS

##### Board of Supervisors

1. Reports on Board Member Travel at County Cost, Meeting Attendance, and Supervisorial District Matters

**N. ADJOURNMENT**

*I, TRACY DAMICO, 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.*

TRACY DAMICO

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

  
\_\_\_\_\_  
October 13, 2015



MINUTES  
TUESDAY, OCTOBER 13, 2015  
Regular Session

The Honorable Board of Supervisors of the County of Humboldt met in regular session on the above date within the Humboldt County Courthouse, Eureka, California. The minutes of this meeting were approved on Tuesday, October 20, 2015, with the vote as shown below.

AYES: Supervisors: Sundberg, Lovelace, Fennell, Bohn, Bass  
NAYS: Supervisors: n/a  
ABSENT: Supervisors: n/a

ANA HARTWELL  
Deputy Clerk of the Board

ESTELLE FENNELL  
Chair of the Board



# COUNTY OF HUMBOLDT

For the meeting of: October 20, 2015

Date: October 14, 2015  
 To: The Honorable Board of Supervisors  
 From: Tracy Damico, Deputy Clerk of the Board of Supervisors  
 Subject: **Approval of the Action Summary – Meeting of October 13, 2015**

RECOMMENDATION: That the Board of Supervisors approve the Action Summary from the meeting of October 13, 2015 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

SOURCE OF FUNDING: General Fund

DISCUSSION: The Action Summary from the meeting of October 13, 2015 is attached. This Action Summary encompasses all actions taken by the Board of Supervisors at their October 13, 2015 meeting.

FINANCIAL IMPACT: None

OTHER AGENCY INVOLVEMENT: None

ALTERNATIVES TO STAFF RECOMMENDATIONS: Direct the Clerk of the Board to prepare a corrected Action Summary, if necessary.

ATTACHMENT(S): Action Summary for the meeting of October 13, 2015

Prepared by Tracy Damico, Deputy Clerk of the Board

CAO Approval: Tracy Damico

**REVIEW:**

Auditor \_\_\_\_\_ County Counsel \_\_\_\_\_ Personnel \_\_\_\_\_ Risk Manager \_\_\_\_\_ Other \_\_\_\_\_

**TYPE OF ITEM:**

- Consent
- Departmental
- Public Hearing
- Other \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**

Upon motion of Supervisor Lovelace Seconded by Supervisor Bess

- Ayes Sandberg, Lovelace, Fennell, Bohn, Bess
- Nays \_\_\_\_\_
- Abstain \_\_\_\_\_
- Absent \_\_\_\_\_

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: October 20, 2015

By: Tracy Damico  
 Tracy Damico, Deputy Clerk of the Board

CAO

OCT 14 2015

RECEIVED