

BOARD OF SUPERVISORS

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Clerk of the Board

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

AGENDA - Final

Tuesday, April 15, 2025

9:00 AM

Regular Meeting - Hybrid

The County of Humboldt is committed to providing equal access to all county programs, services and activities through the provision of accommodations for individuals with qualified disabilities as required under the Americans with Disabilities Act. With 72 hours prior notice, a request for reasonable accommodation or modification can be made. Please contact the Clerk of the Board Office at 707-476-2390 or by email cob@co.humboldt.ca.us or the ADA Coordinator at 844-365-0352 or by email at ada@co.humboldt.ca.us.

The Chamber is wheelchair accessible, the accessible entrance to the Courthouse is the 4th Street entrance. Accessible parking is available adjacent to the 4th Street entrance and on the 4th Street side of the K Street lot. If you are a person with a qualified disability, and need a modification or accommodation to participate in this meeting.

REMOTE/TELECONFERENCE PARTICIPATION

Conference Line: 720 707 2699

Meeting ID: 844 2854 9426

Please note: Those not able to attend the Board of Supervisors meeting in person will have the opportunity to provide public comment via Zoom; however, the County of Humboldt cannot guarantee that the Zoom system will be available for the entirety of every meeting. The only ways to guarantee that your comment is received and considered by the Board of Supervisors are to attend the meeting in person or submit your comment in writing in advance of the meeting.

Zoom Public Comment:

When the Board of Supervisors announce the agenda item that you wish to comment on, call the conference line, enter Meeting ID and press star (*) 9 on your phone, this will raise your hand. You'll continue to hear the Board meeting on the call. When it is time for public comment on the item you wish to speak on, you'll hear a prompt that will indicate your phone is unmuted. Please state your name and the agenda item number you will be commenting on. You will have 3 minutes to comment. Please turn off your TV or live stream to avoid delays.

Email Public Comment:

To submit public comment to the Board please email cob@co.humboldt.ca.us, provide your name and the agenda item number(s) on which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.

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, during normal business hours.

Persons wishing to file documentation on any agenda item for the official record must submit an original and seven (7) copies of each document to the Clerk of the Board of Supervisors, Room 111 of the County Courthouse, 825 5th Street in Eureka. 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.)

You may access the live stream of the meeting by using the following link:
<https://humboldt.legistar.com>

A. ROLL CALL**B. SALUTE TO THE FLAG****C. MODIFICATIONS TO THE AGENDA****D. CONSENT CALENDAR****Board of Supervisors**

[25-537](#)

1. Public Statement Concerning the Board of Supervisor's Intention Regarding Board Base Salary Increases in 2025

Recommendation: That the Board of Supervisors:
1. Accept and file the report.

Attachments: [Staff Report](#)

Clerk of the Board[25-507](#)

2. Notice of Vacancy for an At-Large Member on the Humboldt County Headwaters Fund Board

Recommendation: That the Board of Supervisors:
1. Receive and file the report.

Attachments: [Staff Report](#)
[Notice of Vacancy](#)

[25-521](#)

3. Approval of the Action Summary - Meeting of April 8, 2025

Recommendation: That the Board of Supervisors:
1. Approve the Action Summary for the meeting of April 8, 2025, and authorize the Clerk of the Board and the Board Chair to sign the Minute Book in accordance with California Governmental Code Section 25103.

Attachments: [Staff Report](#)
[Minute Sheet](#)
[Action Summary - April 8, 2025](#)
[Executed Action Summary - April 8, 2025](#)

County Administrative Office[25-408](#)

4. Ratify the Economic Development Agency (EDA) Grant Agreement and Amendment

Recommendation: That the Board of Supervisors:
1. Approve, and ratify the Economic Development Division's execution of EDA grant agreement; and
2. Approve, and ratify the County Administrative Officer's (CAO) execution of EDA grant agreement amendment; and
3. Authorize the CAO to execute related documents, modifications, and amendments, subject to review and approval by County Counsel and Risk Management.

Attachments: [Staff Report](#)
[CEDS EDA Agreement 2023](#)
[CEDS EDA Grant Amendment 2025](#)

County Clerk/Recorder/Registrar of Voters[25-496](#)

5. Appointment to fill vacancy on Telegraph Ridge Fire Protection District Board of Directors

Recommendation: That the Board of Supervisors:
1. Appoint Ms. Jayne Messenger to fill a vacancy on the Telegraph Ridge

Fire Protection District Board of Directors.

Attachments:

[Staff Report](#)

[TRFPD Letter to the BOS Clerk 250326.pdf](#)

Department of Health and Human Services: Administration

25-473

6. Professional Services Agreement in the Amount of \$288,573 with Arcata House Partnership Regarding the Provision of Emergency Shelter, Case Management and Supportive Services to Individuals who are Experiencing Homelessness in Humboldt County

Recommendation:

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Arcata House Partnership regarding the provision of emergency shelter, case management and supportive services to individuals who are experiencing homelessness in Humboldt County in an amount not to exceed \$288,572.24 for the period of Oct. 1, 2024 through April 30, 2025; and
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Arcata House 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 fully executed original copy of the attached professional services agreement with Arcata House Partnership to the Department of Health and Human Services - Contract Unit for further processing.

Attachments:

[Staff Report](#)

[Professional Services Agreement with Arcata House Partnership Regarding the Provision of Emergency Shelter, Case Management and Supportive Services to Individuals who are Experiencing Homelessness in Humboldt County](#)
[Executed - Professional Services Agreement with Arcata House Partnership Regarding the Provision of Emergency Shelter, Case Management and Supportive Services to Individuals who are Experiencing Homelessness in Humboldt County](#)

25-474

7. Approval of an Exception to the Hiring Freeze to Hire One Payroll/Personnel Specialist and One Program Manager for the Department of Health & Human Services (DHHS)

Recommendation:

That the Board of Supervisors:

1. Provide an exception to the hiring freeze to fill and begin recruitment for the positions of one Payroll/Personnel Specialist (class 0938, salary range 396) and one Program Manager (class 0934, salary range 533).

Attachments:

[Staff Report](#)

Department of Health and Human Services: Social Services

25-377

8. Grant Agreements with Community and Family Resource Centers Regarding the Provision of Community Outreach and Support Services Related to the California Work Opportunity and Responsibility to Kids, Temporary Assistance to Needy Families and CalFresh Programs in the Amount of \$1,175,228

Recommendation:

That the Board of Supervisors:

1. Approve the proposed grant of One Million One Hundred Seventy-Five Thousand Two Hundred Twenty-Eighty Dollars (\$1,175,228.00) to the Humboldt Network of Family Resource Centers in order to allow for the provision of community outreach and support services related to the California Work Opportunity and Responsibility to Kids, Temporary Assistance to Needy Families and CalFresh programs for the period of July 1, 2025 through June 30, 2026; and
2. Authorize the Department of Health and Human Services - Social Services Director, or a designee thereof, to execute individual grant agreements with participating community and family resource centers, in the amounts set forth in the attached Humboldt Network of Family Resource Centers' funding request, that are substantially similar to the attached sample grant agreement template, and any and all subsequent amendments thereto, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to provide the Department of Health and Human Services - Contract Unit with one (1) fully executed certified copy of the Board order related to this item.

Attachments:

[Staff Report](#)

[HNFRC - Funding Request - FY 25-26 - UPDATED](#)

[Grant Agreements with Community and Family Resource Centers Regarding the Provision of Co](#)

Planning and Building Department

[25-463](#)

9. Authorization for the Director of Humboldt County Planning and Building Department to Execute a Pre-Competed Government Contract Purchase Order Between the County of Humboldt and Carahsoft Technology Corporation for Continuing the Accela standard Web-Based Permitting Software in the Amount of \$238,088.51 for Fiscal Year (FY) 2025-2026 and renew annually for a total of 5 years, not to exceed \$1,315,554

Recommendation:

That the Board of Supervisors:

1. Receive the staff report; and
2. Authorize the Director of Planning and Building to execute a purchase order between the County of Humboldt (County) and Carahsoft Technology Corporation to subscribe to the Accela standard web-based permitting software and to renew the subscription annually for 5 years; and
3. Authorize the Director of Planning and Building to execute amendments to this contract after approval by County Counsel, Risk Management and the County Administrative Office.

Attachments:

[Staff Report](#)

[Attachment 1 - Carahsoft - Accela Inc - Quote 48759834](#)

[Attachment 2 - License Agreement Carahsoft-Accela](#)

Public Works

25-309

10. Fifth Amendment to the Lease Agreement with McKinleyville Community Services District Regarding Use of the Real Property Located at 1606 Pickett Road, McKinleyville, California

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board, to execute the attached fifth amendment to lease agreement with McKinleyville Community Services District regarding use of the real property located at 1606 Pickett Road, McKinleyville, California for the period of May 24, 2016 through June 30, 2026; and
2. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached fifth amendment to the lease with McKinleyville Community Services District dated May 24, 2026 to the Department of Public Works - Real Property for further processing.

Attachments: [Staff Report](#)
[Lease Agreement with MCSD for Use of Real Property at 1606 Pickett Road, McKinleyville](#)
[Exhibit A - ADA Barrier List 1606 Pickett Road, McKinleyville](#)
[First Amendment to the Lease Agreement with MCSD](#)
[Second Amendment to the Lease Agreement with MCSD](#)
[Third Amendment to the Lease Agreement with MCSD](#)
[Fourth Amendment to the Lease Agreement with MCSD](#)
[Fifth Amendment to the Lease Agreement with MCSD](#)
[Excuted -Fifth Amendment to the Lease Agreement with MCSD](#)

25-329

11. Sixth Amendment to the Lease Agreement with McKinleyville Community Services District Regarding Use of the Real Property Located at 1608 Pickett Road, McKinleyville, California

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached sixth amendment to lease agreement with McKinleyville Community Services District regarding use of the real property located at 1608 Pickett Road, McKinleyville, California for the period of March 1, 2015 through June 30, 2026; and
2. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached sixth amendment to the lease agreement with McKinleyville Services District dated February 25, 2015 to the Real Property Division of the Humboldt County Department of Public Works for further processing.

Attachments:

[Staff Report](#)
[Lease Agreement at 1608 Pickett Road, McKinleyville](#)
[First Amendment to Lease Agreement with MCSD](#)
[Second Amendment to Lease Agreement with MCSD](#)
[Third Amendment to Lease Agreement with MCSD](#)
[Fourth Amendment to Lease Agreement with MCSD](#)
[Fifth Amendment to Lease Agreement with MCSD](#)
[Sixth Amendment to Lease Agreement with MCSD](#)
[ADA Barrier List for 1608 Pickett Road, McKinleyville, California](#)
[Executed - Sixth Amendment to Lease Agreement with MCSD](#)

Sheriff

[25-423](#)

12. Accept a One-time Grant Award to Support the Humboldt County Sheriff's Office Search and Rescue Program and Supplemental Budget in the Amount of \$10,000 (4/5 Vote Required)

Recommendation:

That the Board of Supervisors:

1. Accept a one-time grant award in the amount of \$10,000 from DirectRelief for the Humboldt County Sheriff's Office (HCSO) Search and Rescue Program (Attachment 1); and
2. Approve a Supplemental Budget in the amount of \$10,000 for the grant award in Budget Unit 1100-221530 - Search and Rescue (Attachment 2) (4/5 Vote Required); and
3. Authorize the Chair of the Board, Sheriff, Undersheriff, and Deputy Director of Financial and Support Services to retroactively, dating back to Feb. 7, 2025, accept grant funds and execute all necessary contracts and agreements and amendments thereto, in the name of the County of Humboldt, and all other certifications, assurances, Memorandums of Understanding, or documents required by DirectRelief to facilitate documents that need to be signed timely for this grant award; and
4. Approve and authorize the Chair to sign Resolution (Attachment 3) authorizing the Sheriff's Office to accept the grant funds and sign the necessary documents; and
5. Direct the Clerk of the Board to return completed and signed copy of the Resolution to the Sheriff's Office, Attention: Julie Martin for submittal to the funding agency.

Attachments:

[Staff Report](#)
[DirectRelief - Award Agreement](#)
[DirectRelief - Supplemental Budget](#)
[DirectRelief - Resolution](#)
[Resolution No. 25-67](#)

Treasurer/Tax Collector

[25-324](#)

13. Treasurer Tax Collector Fiscal Year (FY) 2024-25 Supplemental Budget Request in the Amount of \$75,000 for Costs Associated with Auction of Properties Tax Defaulted (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Approve the Supplemental Budget Request in the amount of \$75,000 requested for budget unit 1100-112 Tax Collector (attachment 1) (4/5 Vote Required).

Attachments: [Staff Report](#)
[TTC FY 24-25 Supplemental Request](#)
[Resolution 25-17 dated 2-11-25](#)

E. ITEMS PULLED FROM CONSENT

F. PUBLIC COMMENT ON NON-AGENDA ITEMS

G. MATTERS SET FOR TIME CERTAIN (None Scheduled)

H. PUBLIC HEARINGS

Planning and Building Department

[25-468](#)

1. Hearing to Consider Revocation or Modification of a Conditional Use Permit Granted to Kern Construction for a Rock Aggregate Processing and Materials Storage and Handling Yard Facility

Recommendation: That the Board of Supervisors:

1. Open the public hearing and receive the staff report, testimony by the permit holder (also referenced herein as Applicant) and testimony from the public on any of the additionally submitted information; and
2. Close the public hearing; and
3. Adopt the resolution (Attachment 1) which does the following:
 - a. Finds that the permit has been exercised contrary to the terms or conditions of approval but adding new or modified conditions of approval can address this; and
 - b. Finds that the use for which the permit was granted is so conducted as to be a nuisance but adding new or modified conditions of approval can address this; and
 - c. Modifies the Conditional Use Permit to require relocation of the recently constructed stormwater protection berm and add conditions related to noise and operational hours; and
4. Direct the Clerk of the Board to provide a certified Board Order to the Planning and Building Department to be included with the notification of decision to the appropriate parties.

Attachments:

[Staff Report](#)
[Attachment 1 - Draft Resolution](#)
[Attachment 1A - Exhibit A - Revised COA](#)
[Attachment 2 - December 3, 2025, Board Report](#)
[Attachment 3 - CUP-00-27 COA 8.16.2001](#)
[Attachment 3A - Site Plan](#)
[Attachment 3B - Operations Plan](#)
[Attachment 3C - PC Staff Report](#)
[Attachment 4 - Kernan Intent Revoke letter 10.24.24](#)
[Attachment 5 - Kernan NOV 10.11.2023](#)
[Attachment 6 - Table of complaints received](#)
[Attachment 7 - October 18, 2024 Inspection Report](#)
[Attachment 8 - Email from Sheriff to John Ford](#)
[Attachment 9 - 24-11-08 Ltr re Kernan CUP](#)
[Attachment 10 - County reply to Kernan reply to NOV 11.14.2023 \(003\)](#)
[Attachment 11 - Email to applicant \(add info needed\) 03.26.2024 \(1\)](#)
[Attachment 12 - January 13, 2024 Drone Footage Images](#)
[Attachment 13 - Submittal from Lynne Owens](#)
[Attachment 14 - Submittal from Linda Miller](#)
[Attachment 15 - CDFW comments](#)
[Attachment 16 - CDFW Field Notes](#)
[Attachment 17 - Proposed Grading Plan](#)
[Attachment 18 - Kernan Construction Buffer Enhancement Plan Final](#)
[Attachment 19 - CDFW email to John Ford](#)
[Public Comment \(prior to meeting\)](#)
[Public Comment - Kernan Public Hearing](#)
[Resolution No. 25-68](#)

I. DEPARTMENTAL REPORTS**Clerk of the Board**[25-487](#)

1. Consider Changes to the Humboldt County Aviation Advisory Committee

Recommendation:

That the Board of Supervisors:

1. Consider changing the number of committee members; and
2. Consider changing the composition of committee membership; and
3. Consider changing the focus of the committee; and
4. Direct the Clerk of the Board to return with a new resolution to formalize any changes to the Humboldt County Aviation Advisory Committee's structure and/or direction.

Attachments: [Staff Report](#)
[Resolution 78-66](#)
[Resolution 99-17](#)
[Resolution 00-17](#)
[Resolution 11-16](#)
[Ordinance 2609](#)

County Administrative Office

[25-316](#)

2. Project Trellis Local Equity Program Update and Community Equity Grant (CEG) Award

Recommendation: That the Board of Supervisors:

1. Receive Project Trellis efficacy report; and
2. Authorize the County Administrative Officer to accept the CEG for fiscal year (FY) 2024-25; and
3. Provide direction to staff on the continued implementation of the Project Trellis Local Equity Program.

Attachments: [Staff Report](#)
[Trellis Efficacy Report](#)
[Attachment 2 CEG-2025-658-County of Humboldt](#)

J. MATTERS INITIATED BY BOARD (None Scheduled)

K. CLOSED SESSION

Board of Supervisors

[25-480](#)

1. Pursuant to Government Code Sections 54954.5 and 54957 to Consider a Public Employee Performance Evaluation for the Position of the Director of Human Resources

[25-481](#)

2. Pursuant to Government Code Sections 54954.5 and 54957 to Consider a Public Employee Performance Evaluation for the Position of Chief Probation Officer

[25-482](#)

3. Pursuant to Government Code Sections 54954.5 and 54957 to Consider a Public Employee Performance Evaluation for the Position of Interim County Counsel

County Counsel

[25-369](#)

4. Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(1) to discuss existing litigation in the case of Friends of the Eel River v. County of Humboldt, et al., Humboldt County Superior Court Case No. CV2201593

L. ADJOURNMENT