

BOARD OF SUPERVISORS

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

Tuesday, March 12, 2024

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 Fourth Street Courthouse entrance re-opened to the public on Monday, September 11, 2023; However, the Fourth Street parking lot will remain closed while exterior work is completed. ADA Accessible parking is available in the dirt parking lot on the north side of the jail, located on K and Fourth Streets

If you are unable to access the courthouse due to the closure of the 4th Street entrances remote/teleconferencing, live viewing of meetings is available on Access Humboldt as well as streaming of the meeting. Public comment can be made through Zoom or email.

REMOTE/TELECONFERENCE PARTICIPATION
Conference Line: 720 707 2699
Meeting ID: 817 8310 7719

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

Assessor

[24-315](#)

1. Approval of Exception to the Hiring Freeze for 2.0 Full-Time Equivalents (FTEs) for the Assessor

- Recommendation:** That the Board of Supervisors:
1. Approve an exception to the hiring freeze to hire 1.0 FTE Appraisal Technician (Class 0642) in Fiscal Year (FY) 2023-24; and
 2. Approve an exception to the hiring freeze to hire 1.0 FTE Property Transfer Assistant (Class 0316) in Fiscal Year (FY) 2023-24.

Attachments: [Staff Report](#)

Auditor/Controller

[24-271](#)

2. Distribution of Excess Proceeds from the Tax Auction of May 2022

- Recommendation:** That the Board of Supervisors:
1. Approve the distribution of excess proceeds resulting from the May 2022 public auction of parcels listed on Attachment 1 to the claimants and in the amounts listed for each parcel; and
 2. Direct the Clerk of the Board to provide the Humboldt County Auditor-Controller's Office with one (1) fully executed certified copy of the Board Order related to this item.

Attachments: [Staff Report](#)
[Recommended Distribution](#)

Board of Supervisors

[24-234](#)

3. Proclaim March 16, 2024, as Eureka Lodge #1274 Centennial Day and Congratulate the Eureka Order of the Sons and Daughters of Italy on its 100th Anniversary

- Recommendation:** That the Board of Supervisors:
1. Authorize the Chair to sign the proclamation

Sponsors: Supervisor Bohn

Attachments: [Staff Report](#)
[Proclamation.pdf](#)

[24-298](#)

4. Fortuna Chamber of Commerce Award Recognition Certificates

- Recommendation:** That the Board of Supervisors:
1. Ratify the Chair's signature on the Certificates of Recognition.

Sponsors: Supervisor Bushnell and Supervisor Bohn

Attachments: [Staff Report](#)
[Fortuna Chamber Award Certificates](#)

[24-299](#)

5. National Surveyor's Week Proclamation

Recommendation: That the Board of Supervisors:
1. Adopt the proclamation.

Sponsors: Supervisor Bushnell

Attachments: [Staff Report](#)
[Proclamation.pdf](#)

[24-304](#)

6. Certificates of Recognition for the Eel River Valley Soroptimist Winners

Recommendation: That the Board of Supervisors:
1. Ratify the Chair's signature.

Sponsors: Supervisor Bushnell and Supervisor Bohn

Attachments: [Staff Report](#)
[Soroptimist Eel River Award Certificates](#)

[24-306](#)

7. Proclamation Honoring March 19, 2024, as Two-Spirit Day of Recognition

Recommendation: That the Board of Supervisors:
1. Authorize the Chair to sign the proclamation.

Sponsors: Supervisor Arroyo

Attachments: [Staff Report](#)
[Proclamation.pdf](#)

[24-307](#)

8. Proclaim March as Women's History Month

Recommendation: That the Board of Supervisors:
1. Authorize the Chair to sign the Proclamation.

Sponsors: Supervisor Bushnell

Attachments: [Staff Report](#)
[Women's History Month Proclamation](#)

[24-318](#)

9. Certificates of Recognition for the Humboldt Bay Soroptimist Winners

Recommendation: That the Board of Supervisors:
1. Ratify the Chair's signature.

Sponsors: Supervisor Arroyo

Attachments: [Staff Report](#)
[Humboldt Bay Awards.pdf](#)

Clerk of the Board

[24-305](#)

10. Notice of At-Large Vacancy on the Humboldt County Headwaters Fund Board

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

Attachments: [Staff Report](#)
[Humboldt County Headwaters Fund Board Vacancy Notice](#)

County Clerk/Recorder/Registrar of Voters

[24-269](#)

11. Agreement with Kofile Technologies, Inc. for Archive Restoration, Preservation and Data Conversion Services and Supplemental Budget Request for Recorder - Record Conversion (4/5 Vote Required)

Recommendation: That the Board of Supervisors:
1. Authorize the county Clerk/Recorder to execute a Professional Services Agreement by and between Kofile Technologies, Inc. and the county Clerk/Recorder;
2. Authorize the county Clerk/Recorder or their designee to execute contract amendments and minor modifications not to exceed \$25,000 (in aggregate) and/or modify the contract term and /or services within the current or revised fiscal provisions after approval from County Counsel, County Administrative Office and Risk Management; and
3. Approve the Supplemental Budget request in the amount of \$1,334,414.00 for the Recorder-Record Conversion budget, 1310267 (4/5/ Vote Required).

Attachments: [Staff Report](#)
[Kofile Technologies, Inc. Proposal](#)
[1310267 Supplemental Budget](#)

Department of Health and Human Services: Behavioral Health

[24-215](#)

12. Resolution of the Board of Supervisors of the County of Humboldt to Designate the Joint Conference Committee as the Governing Body of Sempervirens Psychiatric Health Facility

Recommendation: That the Board of Supervisors:
1. Adopt Resolution of the Board of Supervisors of the County of Humboldt to Designate the Joint Conference Committee as the Governing Body of Sempervirens Psychiatric Health Facility

Attachments: [Staff Report](#)
[Resolution of the Board of Supervisors to Designate the JCC as the Governing Body of Sempervi](#)
[Resolution No. 24-27.pdf](#)

Human Resources

[24-251](#)

13. Reclassification of 1.0 Full-time Equivalent (FTE) Senior Fiscal Assistant to 1.0 FTE Fiscal Officer

Recommendation: That the Board of Supervisors:
1. Approve the reallocation of 1.0 full-time equivalent (FTE) Senior Fiscal Assistant (class # 0124, salary range 379, position 01) in Fund 1100, Budget Unit (BU) 234, to 1.0 FTE Fiscal Officer (class # 0185, salary range 451, position 01) effective the pay period following board approval;
2. Approve the reclassification of Jill Haworth from 1.0 FTE Senior Fiscal Assistant (class # 0124, salary range 379, position 01) in Fund 1100, BU 234, to 1.0 FTE Fiscal Officer (class # 0185, salary range 451, position 01) effective the pay period following board approval

Attachments: [Staff Report](#)

[24-292](#)

14. Position Allocation Modification for the County Administrative Office - Management and Budget Team

Recommendation: That the Board of Supervisors:
1. Approve the reallocation of the vacant 1.0 Full Time Equivalent (FTE) Senior Administrative Analyst (classification # 0605C, salary range 509) in Fund 1100, Budget Unit 103 to 1.0 FTE Administrative Services Manager (classification # 0775, salary range 512) in Fund 1100, Budget Unit 103.

Attachments: [Staff Report](#)

Planning and Building Department

[24-256](#)

15. Supplemental Budget in the Amount of \$47,676 for Completion of Work Associated with Community Development Block Grant (CDBG) for Providence Health & Services

Redevelopment of Humboldt Inn into Mother Bernard House Supportive Housing (4/5
Vote Required)

Recommendation: That the Board of Supervisors:
1. Approve the supplemental budget (Attachment 1) for Humboldt
Inn/Mother Bernard House (budget unit 1100282134) in the amount of
\$47,676. (4/5 Vote Required)

Attachments: [Staff Report](#)
[Attachment 1 - Supplemental Budget](#)
[Attachment 2 - Providence Subrecipient Agreement - executed](#)

[24-275](#)

16. Determination of Public Convenience for Issuance of a Type 40 Alcoholic Beverage License to Hardeep & Sons, Owner/Operator of the Lighthouse Miniature Golf Facility in Manila

Recommendation: That the Board of Supervisors:
1. Adopt the resolution (Resolution 24-). (Attachment 1) which does the
following:
a. Determines that the issuance of a Type 40 alcoholic beverage license to
Hardeep & Sons, owner/operator of the Lighthouse Miniature Golf facility, is
a public convenience.

Attachments: [Staff Report](#)
[Draft Resolution and Findings](#)
[Hardeep ABC Application](#)
[Resolution No. 24-28.pdf](#)

[24-295](#)

17. Belknap General Plan Amendment and Zoning Reclassification Petition

Recommendation: That the Board of Supervisors:
1. Accept the petition and adopt the attached resolution (Attachment 1)
based on the findings in the staff report; and
2. Direct the Clerk of the Board to give notice of the decision to the applicant
and any other interested party.

Attachments: [Staff Report](#)
[Attachment 1 - BOS Resolution](#)
[Attachment 2 - Application Form](#)
[Attachment 3 - Site Plan of Proposed Changes](#)
[Attachment 4 - Image of Development](#)
[Attachment 5 - BELKNAP LOT LINE ADJUSTMENT MAP](#)
[Resolution No. 24-32.pdf](#)

Probation[24-231](#)

18. Memorandum of Understanding between Humboldt County Probation Department and Department of Health and Human Services, Humboldt Bridges to Success (HBTS) Program and Supplemental Budget in the Amount of \$255,000 for the Juvenile Justice Crime Prevention Act Budget Unit (1100-202) (4/5th Vote Required)

Recommendation:

That the Board of Supervisors:

1. Approve and authorize Chief Probation Officer, Coral Sanders, and Director, Connie Beck, to execute, the attached Memorandum of Understanding for the funding 2.0 FTEs Mental Health Clinicians for the Humboldt Bridges to Success program;
2. Authorize the Chief Probation Officer, Coral Sanders, and Director, Connie Beck to execute any and all subsequent amendments to the attached Memorandum of Understanding after review and approval by County Counsel, Risk Management, and the County Administrative Office; and
3. Approve the attached supplemental budget for Probation budget unit 202 in the amount of \$255,000.

Attachments:

[Staff Report](#)

[MOU_HCPD-DHHS_Inter-Departmental_Services_HBTS_2.0_MH_Clinicians](#)

[MAJCC_2.23.23](#)

[JJCPA_Proposal_Draft.pdf_signed](#)

[1100-202_HBTS-255K](#)

Public Works[24-261](#)

19. Authorization for the Humboldt County Department of Public Works to Accept and Administer Funding Made Available through the Governor's Office of Planning and Research Regional Resilience Grant Program, on Behalf of the North Coast Resource Partnership.

Recommendation:

That the Board of Supervisors:

1. Authorize the Humboldt County Public Works Director, or a designee thereof, to be the authorized Grantee representative and signatory, authorized to, with approval, where applicable, from County Counsel, County Administrative Office and Risk Management, execute a grant agreement and any subsequent amendments with the Governor's Office of Planning and Research and any other documents, including, without limitation, professional services and partnership agreements, necessary to accept and administer funding made available through the Regional Resilience Grant Program.

Attachments: [Staff Report](#)

[24-273](#)

20. Humboldt County Probation Building Fire Reconstruction Project, Change Order Number: 4.0, Project Number 170212F

Recommendation: That the Board of Supervisors:
1. Approve and authorize the Public Works Director to execute, Change Order Number 4.0 for a total cost increase of \$23,421.13 and a time extension of seven (7) calendar days;

Attachments: [Staff Report](#)
[CO 04 - Complete.pdf](#)

[24-329](#)

21. Authorization for the Public Works Deputy-Director for Environmental Services to Make a Recommendation to the Eel-Russian Project Authority Regarding Diversion Facility Modifications at Cape Horn Dam

Recommendation: That the Board of Supervisors:
1. Authorize the Public Works Deputy-Director for Environmental Services to make a recommendation to the Eel-Russian Project Authority regarding the preferred design alternative for diversion facility modifications at Cape Horn Dam.

Attachments: [Staff Report](#)

Sheriff

[24-260](#)

22. Agreement with Recology Humboldt County for Emergency Collection Services and Debris Removal

Recommendation: That the Board of Supervisors:
1. Approve and authorize the Sheriff to sign the Memorandum of Understanding with Recology Humboldt County for emergency collection services and debris removal

Attachments: [Staff Report](#)
[Recology Humboldt MOU - Signed.pdf](#)

[24-283](#)

23. Advanced Salary Step Request for Michael Hnilo, Deputy Coroner-Public Administrator (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Approve the advanced step increase for Michael Hnilo, Deputy Coroner-Public Administrator (Class 0445, Range 459) in budget unit 1100-221400 Coroner Office from salary step A to salary step B, effective back to his promotion date to the Sheriff's Office on December 24, 2023 (4/5 Vote Required).

Attachments:[Staff Report](#)[Human Resources Letter of Support for this action](#)**E. ITEMS PULLED FROM CONSENT****F. PUBLIC COMMENT ON NON-AGENDA ITEMS****G. MATTERS SET FOR TIME CERTAIN****H. PUBLIC HEARINGS****Planning and Building Department**[24-236](#)

1. Revocation of a Special Permit for 23,616 Square Feet of New Outdoor Commercial Cannabis Cultivation

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; and
 - b. Revokes the Special Permit pursuant to Section 312-14 of the Humboldt County Code.
4. 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.

Attachments:[Staff Report](#)[Attachment 1 - DRAFT Highpoint Revocation Resolution](#)[Attachment 2 - Approved Zoning Administrator Resolution](#)[Attachment 3 - Notice of Permit Revocation letter, January 30, 2024](#)[Attachment 4 - CDFW NOV](#)[Attachment 5 - Waterboard NOV](#)[Attachment 6 - Images of Permit Revocation Notice posted at site entrance February 29, 2024
Resolution No. 24-29.pdf](#)[24-255](#)

2. Revocation of a Conditional Use Permit for an Existing 23,693 Square Foot (SF) Outdoor Cannabis Cultivation Operation with Appurtenant Propagation Area and Proposed Processing 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;
2. Close the public hearing;
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, and that the use for which the permit has been granted has been conducted as to be a public nuisance; and
 - b. Revokes the Conditional Use Permit pursuant to Section 312-14 of the Humboldt County Code.
4. 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.

Attachments:

[Staff Report](#)

[Attachment 1 - Grebo Revocation Resolution](#)

[Attachment 2 - Planning Commission Resolution of Approval](#)

[Attachment 3A - 2022 Annual Compliance Inspection](#)

[Attachment 3B - 2023 Annual Compliance Inspection](#)

[Attachment 4A - 1.17.23 PLN-11207 Permit Revocation 1st Notice](#)

[Attachment 4B - 2.23.23 PLN-11207 Permit Revocation 2nd Notice](#)

[Attachment 4C - 11.22.23 PLN-11207 Grebo Non-Compliance Letter 1](#)

[Attachment 4D - 12.4.23 PLN-11207 Grebo Non-Compliance Letter 2](#)

[Attachment 4E - 12.11.23 PLN-11207 Grebo Non-Compliance Letter Final](#)

[Attachment 4F - 2.15.24 Notice of Public Hearing to Consider Revocation Letter](#)

[Attachment 5 - Photographic Evidence](#)

[Attachment 6 - Images of Permit Revocation Notice posted at site entrance March 1, 2024 Resolution No. 24-30.pdf](#)

I. MATTERS INITIATED BY BOARD**J. DEPARTMENT REPORTS****County Administrative Office**

[24-272](#)

1. Approval of the 2024-28 Humboldt County Strategic Plan

Recommendation:

That the Board of Supervisors:

1. Approve the 2024-28 Humboldt County Strategic Plan; and
2. Provide other direction as desired.

Attachments:[Staff Report](#)[Humboldt County Strategic Plan 2024-2028](#)**Planning and Building Department**[24-78](#)

2. Petition to Authorize Processing an Amendment to the Zoning Ordinance to Create a Private Land Intentional Community Shelter Program

Recommendation:

That the Board of Supervisors:

1. Consider the proposed amendments as part of the departmental agenda; and
2. Adopt the attached resolution (Attachment 1) to find this petition is not in the public interest and reject the petition; and
3. Direct the Clerk of the Board to give notice of the decision to any interested parties.

Attachments:[Staff Report](#)[Attachment 1 - Draft Resolution](#)[Attachment 2 - Draft Private Shelter Program Zoning Amendment Petition](#)[Attachment 3 - Chief Building Official Comments](#)[Attachment 4 - Department of Environmental Health Comments](#)[Attachment 5 - Code Enforcement Unit Comments](#)**Public Works**[24-227](#)

3. Utility Payment Options for County Owned Veterans Memorial Halls

Recommendation:

That the Board of Supervisors:

1. Receive a report on utility payments at county owned Veterans Memorial Halls;
2. Consider options for increasing stipend payments for Veterans Memorial Halls; and
3. Direct staff to proceed accordingly.

Attachments:[Staff Report](#)[FY23-24 Veterans Utilities](#)[Eureka Veterans Memorial Hall Agreement](#)[Arcata Veterans Memorial Hall Agreement](#)[Ferndale Veterans Memorial Hall Agreement](#)[Fortuna Veterans Memorial Hall Agreement](#)

[24-310](#)

4. Resolution for the Temporary Employment of Retired Annuitant (4/5 Vote Required).

Recommendation:

That the Board of Supervisors:

1. Adopt the attached resolution authorizing an exception to the 180-day wait period of the California Public Employees Retirement System (CalPERS).

Attachments:

[Staff Report](#)

[Resolution](#)

[Resolution No. 24-31.pdf](#)

K. CLOSED SESSION

L. ADJOURNMENT