



COUNTY OF HUMBOLDT

For the meeting of: March 13, 2018

Date: March 6, 2018  
 To: The Honorable Board of Supervisors  
 From: Clerk of the Board of Supervisors  
 Subject: **Approval of the Action Summary – Meeting of March 6, 2018**

RECOMMENDATION: That the Board of Supervisors approve the Action Summary for the meeting of March 6, 2018 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 March 6, 2018 is attached. This Action Summary encompasses all actions taken by the Board of Supervisors at their March 6, 2018 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

Prepared by Ryan Sharp, Deputy Clerk of the Board CAO Approval: 

REVIEW: Auditor _____ County Counsel _____ Personnel _____ Risk Manager _____ Other _____
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TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT  
 Upon motion of Supervisor *Wilson* Seconded by Supervisor *Bass*  
 Ayes *Bass, Sundberg, Bohn, Wilson*  
 Nays  
 Abstain  
 Absent *Fennell*

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

Dated: 3/13/18

By:   
 Ryan Sharp, Deputy Clerk of the Board

BOARD OF SUPERVISORS

REX BOHN  
Vice-Chair - First District  
ESTELLE FENNELL  
Second District  
MIKE WILSON  
Third District  
VIRGINIA BASS  
Fourth District  
RYAN SUNDBERG  
Chair - Fifth District



COUNTY STAFF

AMY S. NILSEN  
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, March 6, 2018**

**9:00 AM**

**Regular Meeting**

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*Supervisor Rex Bohn and Supervisor Virginia Bass were absent from this meeting.*

**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR**

**Agricultural Commissioner**

1. Approval of Standard Agreement No. 17-0196, Exotic Pest Detection Trapping Contract in the Amount of \$15,065.00

***Recommendation:*** That the Board of Supervisors approve standard agreement No. 17-0196, known as the Exotic Pest Detection Trapping Program contract with the California Department of Food and Agriculture; authorize the Chair to sign the original agreement, one copy of the cover page, and the contractor certification, then return all signed copies to the Agricultural Commissioner's office for further processing; and grant a waiver from the provisions of the nuclear free ordinance.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**Board of Supervisors**

2. Certificates of Recognition for the Arcata Chamber of Commerce Award Recipients for 2017  
(Supervisor Mike Wilson)

**Recommendation:** That the Board of Supervisors ratify authorization for the Chair to sign the Certificates of Recognition.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

3. Informational Report on the Appointment of Christine Willfory to the Human Rights Commission Representing District 5 (Supervisor Ryan Sundberg)

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

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

4. Proclamation for Arbor Week (Supervisor Virginia Bass)

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

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**Clerk of the Board**

5. Approval of the Action Summary - Meeting of February 27, 2018

**Recommendation:** That the Board of Supervisors approve the Action Summary for the meeting of February 27, 2018 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 Wilson, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote:**

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

6. Approval of the Action Summary - Special Meeting of February 26, 2018

**Recommendation:** That the Board of Supervisors approve the Action Summary for the special meeting of February 26, 2018 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 Wilson, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote:**

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**County Administrative Office**

7. Americans with Disabilities Act (ADA) Compliance Effective Communication Policy

**Recommendation:** That the Board of Supervisors adopt the attached ADA Compliance Effective Communication Policy.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

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

8. Professional Services Agreement with Area 1 Agency on Aging Regarding the Development, Implementation and Administration of an Area Plan Relating to Support Services and Activities Provided to Elderly Citizens of Humboldt County

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Area 1 Agency on Aging regarding the development, implementation and administration of an area plan relating to support services and activities provided to elderly citizens of Humboldt County; and direct the Clerk of the Board to return two (2) fully executed original copies of the attached professional services agreement to the Department of Health and Human Services-Contract Unit for further processing.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**Human Resources**

9. Ratification of 2017-2020 Memorandum of Understanding (MOU) between the County of Humboldt and the Humboldt Deputy Sheriffs' Organization (HDSO) for Representation Unit 6

**Recommendation:** That the Board of Supervisors authorize the Chair of the Board of Supervisors to execute the Memorandum of Understanding; and adopt Resolution No. \_\_\_\_\_ (attached) approving the Memorandum of Understanding between the County of Humboldt and the Humboldt Deputy Sheriffs' Organization (HDSO) for Unit 6.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**Planning and Building Department**

10. Increase Professional Service Contracts by \$300,000 for Each Consulting Firm Supporting Processing of Cannabis Applications

**Recommendation:** That the Board of Supervisors authorize the Director of Planning and Building to sign contract amendments with the six consulting firms increasing each contract by \$300,000.00.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**Public Defender**

11. Agreement with Thomson Reuters for Westlaw Legal Research Subscription Services

**Recommendation:** That the Board of Supervisors ratify former Legal Office Business Manager Stacy Costa's execution of Order Form 752295 and former Public Defender Kevin Robinson's execution of an addendum for Account 1003336345 (both attached), effective March 21, 2016, with Thomson Reuters for Westlaw legal research subscription services; and authorize the Purchasing Agent to execute the attached Ratification Agreement with Thomson Reuters, and execute additional order forms or addenda as necessary to implement the March 21, 2016 through the fiscal year 2018-19.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**Sheriff**

12. Resolution Authorizing the Humboldt County Sheriff to Execute Certain Agreements and Documents Necessary to Complete the Humboldt Community Corrections Reentry Resource Center Project

**Recommendation:** That the Board of Supervisors adopt Resolution No. \_\_\_\_ authorizing the Humboldt County Sheriff to execute agreements and documents that are necessary to complete the Humboldt Community Corrections Reentry Resource Center Project, but do not affect the overall budget or total cost of the project.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**Treasurer/Tax Collector****13. First Amendment to Airbnb Voluntary Collection Agreement**

**Recommendation:** That the Board of Supervisors approve and execute the First Amendment to the Voluntary Collection Agreement (VCA) with Airbnb, Inc. to include the collection of the Humboldt County Tourism Business Improvement District (HCTBID) Assessments.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**D. PUBLIC COMMENT ON NON-AGENDA ITEMS****E. SPECIAL PRESENTATIONS****F. MATTERS SET FOR TIME CERTAIN****G. ITEMS PULLED FROM CONSENT****H. MATTERS INITIATED BY BOARD MEMBERS****I. DEPARTMENT REPORTS****J. PUBLIC HEARINGS****Planning and Building Department**

1. Logan Lot Line Adjustment and Zone Boundary Adjustment File No.: APNs 519-252-006 et seq. Case No.: LLA-16-024, ZBA-16-003 Orick area

**Recommendation:** That the Board of Supervisors introduce Ordinance No. \_\_\_\_ (Attachment A) by title and waive further reading; open the public hearing and receive the staff report and public comment; close the public hearing and deliberate; and make the necessary findings to approve the Lot Line Adjustment (LLA) and Zone Boundary Adjustment (ZBA) and adopt Ordinance No. \_\_\_\_ (Attachment A) amending Section 311-7 of the Humboldt County Code by reclassifying property in the Orick area (ZBA-16-024; Logan) from Agriculture Exclusive (AE) to Agriculture General with a combining zone specifying a five acre minimum parcel size and Design Review (AG-B-5(5)-D) to conform to the reconfigured lot lines approved with the LLA.

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

Aye: 3 - Estelle Fennell, Ryan Sundberg, and Mike Wilson

**K. DISCUSSION ITEMS**

**L. 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 County Counsel 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 County Counsel pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

2. It is the intention of the Board of Supervisors to meet in closed session to consider the appointment 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 appointment for the position of Public Defender pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

3. It is the intention of the Board of Supervisors to meet in closed session to consider the appointment for the position of Director of Library Services pursuant to Government Code sections 54954.5 and 54957.

*The Board of Supervisors met in closed session to consider the appointment for the position of Director of Library Services pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*


**M. ADJOURNMENT**

*I, RYAN SHARP, 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.*

RYAN SHARP

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


  
March 6, 2018



MINUTES  
TUESDAY, MARCH 6, 2018  
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, March 13, 2018 with the vote as shown below.

AYES: Supervisors: Bass, Bohn, Wilson, Sundberg  
NAYS: Supervisors: --  
ABSENT: Supervisors: Fennell

  
\_\_\_\_\_  
RYAN SHARP  
Deputy Clerk of the Board

  
\_\_\_\_\_  
RYAN SUNDBERG  
Chair of the Board