

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

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

AGENDA

Tuesday, February 13, 2018

9:00 AM

Regular Meeting

A. SALUTE TO THE FLAG

B. MODIFICATIONS TO THE AGENDA

C. CONSENT CALENDAR

These matters are routine in nature and are usually approved by a combined single vote.

Board of Supervisors

1. Proclaim the Week of February 18th through February 24th, 2018 as Engineer's Week in Humboldt County (Supervisor Mike Wilson)

Recommendation: That the Board of Supervisors adopt the Proclamation.

Attachments: [Engineers Week Proclamation.pdf](#)

2. Reappointment of Jan Price as an At-Large Member on the Humboldt County Housing Authority Commission (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors reappoint Jan Price as an At-Large member on the Housing Authority Commission to a four-year term expiring on August 25, 2021

Attachments: [Reappointment of Jan Price to Housing Authority Board.pdf](#)

3. Resolution Authorizing Travel and Support Operations for the Bicycle Rides Northwest Tour on August 6-7, 2018 in the Hoopa and Willow Creek Area (Supervisor Ryan Sundberg)

Recommendation: That the Board of Supervisors authorize the Chair to sign the resolution and direct the Clerk of the Board to send a fully executed copy to Bicycle Rides Northwest.

Attachments: [Resolution for the Bicycle Rides Northwest Tour.pdf](#)

4. Appreciation Letter to Jessica Callahan for Service on the First Five Children and Families Commission (Supervisor Mike Wilson)

Recommendation: That the Board of Supervisors authorize the Chair to sign the letter of appreciation.

Attachments: [Appreciation Letter to Jessica Callahan.pdf](#)

5. Appreciation Letter to Sheri Graham-Whitt for Service on the First Five Children and Families Commission (Supervisor Mike Wilson)

Recommendation: That the Board of Supervisors authorize the Chair to sign the letter of appreciation.

Attachments: [Appreciation Letter to Sheri Graham-Whitt.pdf](#)

6. Informational Report on the Appointment of Savanah McCarty to the Human Rights Commission Representing District 2 (Supervisor Estelle Fennell)

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

Attachments: [Appointment to the Human Rights Commission.pdf](#)

Clerk of the Board

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

Recommendation: That the Board of Supervisors approve the Action Summary for the meeting of February 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.

Attachments: [Action Summary - Meeting of February 6, 2018.pdf](#)

County Administrative Office

8. Allocation of an ADA Coordinator for Americans with Disabilities Act (ADA) Compliance and Supplemental Budget (4/5 vote required)

Recommendation: That the Board of Supervisors allocate a 1.0 full-time equivalent (FTE) ADA Coordinator position (class 0199, salary range 450) in fund 3552 budget unit 152 (ADA Compliance); allocate \$33,693 from the ADA Trust (4491) to the ADA Compliance (3552-152) budget unit for the allocation of 1.0 FTE ADA Coordinator; and approve the attached supplemental budget in fund 3552, budget unit 152, ADA Compliance (4/5 vote required).

Attachments: [Allocation of an ADA Coordinator.pdf](#)

9. Update of the Humboldt County Schedule of Fees and Charges

Recommendation: That the Board of Supervisors approve an update to the County Fee Schedule (Attachment I) reflecting the passage of Senate Bill (SB) 190, Assembly Bill (AB) 1379 and Americans with Disabilities language, effective January 1, 2018.

Attachments: [Update of the Humboldt County Schedule of Fees and Charges.pdf](#)

County Clerk/Recorder/Registrar of Voters

10. ScanPro 2200 Plus Purchase and Supplemental Budget (4/5 Vote Required)

Recommendation: That the Board of Supervisors approve the attached supplemental budget in the amount of \$8,775 for the purchase of a ScanPro 2200 plus from BMI Imaging Systems, Inc. and \$2,273 for workstation equipment (4/5 vote required); and direct the Auditor's Office to implement the attached supplemental budget

Attachments: [ScanPro 2200 Plus Purchase and Supplemental Budget.pdf](#)

Department of Health and Human Services: Administration

11. Local Innovation Grants on Housing from Partnership HealthPlan of California to the Humboldt County Department of Health and Human Services and Supplemental Budget (4/5 Vote)

Recommendation: That the Board of Supervisors approve the letter of commitment of funds (Attachment 1); approve the letter of intent (Attachment 2); authorize the DHHS-Director to sign the letter of commitment of funds and the letter of intent; authorize the DHHS-Director to execute future documents related to the Local Innovation Grants on Housing grant agreement after review and approval by County Counsel and Risk Management; approve a supplemental budget adjustment request in Fund 1160, Budget Unit 511 Social Services to increase revenues and expenditures by \$1,050,000 (4/5 vote required) (Attachment 4); direct Auditor-Controller to supplement Fund 1160, per supplemental budget adjustment attachment; and direct the Clerk of the Board to return one (1) executed Board agenda item to DHHS-Administration, attn.: Sally Hewitt.

Attachments: [Local Innovation Grants on Housing.pdf](#)

Department of Health and Human Services: Social Services

12. Request to Approve the Agreement with St. Joseph Health for CalFresh Outreach and Support Activities

Recommendation: That the Board of Supervisors approve the agreement with St. Joseph Health to assist the Department of Health and Human Services (DHHS) in increasing utilization of CalFresh benefits by eligible households; authorize the Chair of the Board to execute two (2) originals of the agreements (Attachment 1); and direct the Clerk of the Board to route two (2) fully executed original of the agreement to the DHHS-Contract Unit for forwarding to DHHS-Social Services Administration and Contractor.

Attachments: [Agreement with St. Joseph Health.pdf](#)

13. Agreement with JUMP Technology Services for Software License for LEAPS Program

Recommendation: That the Board of Supervisors approve the Agreement with JUMP Technology Services for Software License for LEAPS Program (Attachment 1); authorize the Chair to sign three (3) originals of the Agreement with JUMP Technology Services; and direct the Clerk of the Board to return two (2) signed originals of the Agreement to the DHHS-Contracts Unit for forwarding to DHHS-Mental Health Administration.

Attachments: [Agreement with JUMP Technology Services.pdf](#)

Human Resources

14. Compensation Adjustment for Director of Planning & Building and End Additional Compensation for Agricultural Commissioner/Sealer of Weights and Measures

Recommendation: That the Board of Supervisors approve a 10 percent increase in base pay for the position of Director of Planning & Building (class 0832), effective at the beginning of the next pay period following approval; end the additional compensation of 5 percent for the position of Agricultural Commissioner/Sealer of Weights and Measures (class 0824) previously approved for providing services to Del Norte County, effective the pay period immediate following the June 30, 2018 contract expiration; and adopt Resolution No. _____ amending Attachment 1 of the Compensation Plan for Appointed and Elected Department Heads.

Attachments: [Compensation Adjustments.pdf](#)

Planning and Building Department

15. Supplemental Budget for Cannabis Planning and Current Planning (4/5 Vote Required)

Recommendation: That the Board of Supervisors approve Supplemental Budget to increase 1100268, Cannabis Planning by \$686,623; allocate and authorize hiring a Senior Planner in budget unit 268 (class 660, salary range 446); approve Supplemental Budget to increase 1100277, Current Planning by \$86,755; dis-allocate an Investigator (Code Compliance) (class 0413, salary range 450), and allocate a Code Compliance Officer I/II (class 343, salary range 361/384) in budget unit 277; and allocate one new Code Compliance Officer I/II in budget unit 277 (class 0343, salary range 361/384).

Attachments: [Supplemental Budget for Cannabis Planning'and Current Planning.pdf](#)

Public Works

16. Third Amendment to the Agreement for Consultant Services with Mark Thomas & Company, Inc. Regarding the Provision of Design Engineering and Project Development Services for the Replacement of the Williams Creek Bridge on Grizzly Bluff Road

Recommendation: That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached third amendment to the agreement for consultant services with Mark Thomas & Company, Inc., dated March 25, 2014, regarding the provision of design engineering and project development services for the replacement of the Williams Creek Bridge on Grizzly Bluff Road; and direct the Clerk of the Board to return two (2) fully executed original copies of the attached third amendment to the Department of Public Works for further processing.

Attachments: [Third Amendment to the Agreement with Mark Thomas & Company, Inc.pdf](#)

17. Extension of Extra Help Hours - Aviation Division (381) (4/5 Vote Required)

Recommendation: That the Board of Supervisors extend Woha'li Bishop's extra help employment hours 960 hours to a maximum of 1,920 hours for fiscal year 2017-2018 pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

Attachments: [Extension of Extra Help Hours - Aviation Division.pdf](#)

18. Second Amendment to the Legal Services Agreement with Water and Power Law Group PC

Recommendation: That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached second amendment to the legal services agreement with Water and Power Law Group PC.

Attachments: [Second Amendment to the Legal Services Agreement.pdf](#)

19. First Amendment to the Agreement for Consultant Services with Stantec Consulting Services, Inc. Regarding the Provision of Environmental Support Services for the Honeydew Bridge Replacement Project

Recommendation: That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached first amendment to the agreement for consultant services with Stantec Consulting Services, Inc. regarding the provision of environmental support services for the Honeydew Bridge Replacement Project; authorize the Director of Public Works to execute any and all future amendments to the consultant services agreement with Stantec Consulting Services, Inc. regarding the provision of environmental services for the Honeydew Bridge Replacement Project, after review and approval by County Counsel and Risk Management; and direct the Clerk of the Board to return two (2) fully executed copies of the attached first amendment to the Department of Public of Works for further processing.

Attachments: [First Amendment to the Agreement with Stantec Consulting Services, Inc..pdf](#)

20. Advance Salary Step Request for Steve Finch, Roads Division Manager, from Range 485, Step B to C (4/5 Vote Required)

Recommendation: That the Board of Supervisors approve an advance salary step increase for Steve Finch, Roads Division Manager, (Class 0210, Range 485) from B step to C, retroactive to the first day of Mr. Finch's promotion, February 11, 2018, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

Attachments: [Advance Salary Step Request.pdf](#)

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

This portion of the meeting is reserved for persons desiring to address the Board on any matter not on this agenda that is under the jurisdiction of the Board. It is requested that speakers sign the sheet at the front doors of the Chamber. Although the Board may briefly respond to statements or questions, under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time.

Public Comment Sign-In Sheet and Handouts

Attachments: [Public Comment.pdf](#)

E. SPECIAL PRESENTATIONS**F. MATTERS SET FOR TIME CERTAIN****Board of Supervisors**

1. 9:05 a.m. - Pacific Union School Students Visit to the Board of Supervisors Meeting (Supervisor Mike Wilson)

Recommendation: That the Board of Supervisors welcomes the Pacific Union School Students to the Board Meeting.

Attachments: [Pacific Union School Students Visit to the Board of Supervisors Meeting.pdf](#)

G. ITEMS PULLED FROM CONSENT**H. MATTERS INITIATED BY BOARD MEMBERS****I. DEPARTMENT REPORTS****Board of Supervisors**

1. SB 562 (Lara and Atkins): The Healthy California Act (Supervisor Estelle Fennell and Supervisor Virginia Bass)

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

Attachments: [SB562.pdf](#)

J. PUBLIC HEARINGS**Planning and Building Department**

1. Redwood Roots Inc. Zone Reclassification: Assessor Parcel Number: 033-160-001; Application Number: 12507; Case Number ZR 17-004; Benbow Area

Recommendation: That the Board of Supervisors introduce the proposed ordinance by title and waive further reading of Ordinance No. ____ (Attachment 2) amending Section 311-7 of the Humboldt County Code-the Zoning Ordinance by rezoning Assessor Parcel Number 033-160-001 from Neighborhood Commercial (C-1), Design Control (D), to Qualified (Q) Community Commercial Zone (C-2), Design Control (D) as shown on the attached map; open the public hearing, receive and consider the staff report, the Planning Commission's findings and accept public comment; close the public hearing; approve Resolution No. ____ (Attachment 1), a Resolution of the Board of Supervisors of the County of Humboldt making the necessary findings to reclassify the zoning for the subject property; adopt Ordinance No. ____ amending Section 311-7 of the Humboldt County Code by reclassifying property in the Benbow area within APN 033-160-001 currently zoned Neighborhood Commercial (C-1), Design Control (D) to Qualified (Q) Community Commercial Zone (C-2), Design Control (D) (Attachment 2); the Q-Qualified Zone maintains the uses of the CR-Commercial Recreation Plan designation and the development standards of the C-1 Zone in terms of building height, setbacks and minimum lot size; direct the Clerk of the Board to publish a Summary of the ordinance within 15 days of the date of the hearing (Attachment 3) along with the names of those supervisors voting for and against the ordinance and to post in the Office of the Clerk of the Board of Supervisors a certified copy of the full text of the adopted ordinance along with the names of those supervisors voting for and against the ordinance; and direct Planning Staff to prepare and file a Notice of Exemption with the County Clerk and Office of Planning and Research.

Attachments: [Redwood Roots Inc. Zone Reclassification.pdf](#)
[Proof of Publication.pdf](#)

2. West River Lane Group Zone Reclassification; Assessor Parcel Number: 077-331-032; Application Number: 13421; Case Number ZR-17-002; Redway Area

Recommendation: That the Board of Supervisors introduce the proposed ordinance by title and waive further reading of Ordinance No. ____ (Attachment 2) amending Section 311-7 of the Humboldt County Code - the Zoning Ordinance by rezoning Assessor Parcel Number 077-331-032 from CH - Highway Service Commercial to Qualified C-2 - Community Commercial as shown on the attached map; and open the public hearing, receive and consider the staff report, the Planning Commission's findings and accept public comment; close the public hearing; approve Resolution No. ____ (Attachment 1), a Resolution of the Board of Supervisors of the County of Humboldt making the necessary findings to

reclassify the zoning for the subject property; adopt Ordinance No. _____ amending Section 311-7 of the Humboldt County Code by reclassifying property in the Redway area within APN 077-331-032 currently zoned Highway Service Commercial (CH) to Qualified Community Commercial (C-2-Q) (Attachment 2), the Q-Qualified Zone includes provisions to retain the development standards of the CH Zone as recommended by the Planning Commission; direct the Clerk of the Board to publish a Summary of the ordinance within 15 days of the date of the hearing (Attachment 3) along with the names of those supervisors voting for and against the ordinance and to post in the Office of the Clerk of the Board of Supervisors a certified copy of the full text of the adopted ordinance along with the names of those supervisors voting for and against the ordinance; and direct Planning Staff to prepare and file a Notice of Exemption with the County Clerk and Office of Planning and Research.

Attachments: [Staff Report](#)
[Resolution, Ordinance, Summary of Ordinance.pdf](#)
[Planning Commission Resolution and Staff Report Part 1](#)
[Planning Commission Resolution and Staff Report Part 2](#)
[Proof of Publication.pdf](#)

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 the Child Support Services Director pursuant to Government Code sections 54954.5 and 54957.
2. 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 the Department of Health and Human Services Director pursuant to Government Code sections 54954.5 and 54957.
3. 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 the Public Works Director pursuant to Government Code sections 54954.5 and 54957.
4. Conference with Legal Counsel - Pursuant to Government Code section 54956.9 regarding pending litigation; *Borges v. County of Humboldt, et al*; Federal Court Case No. 15-CV-00846-YGR.
5. It is the intention of the Board of Supervisors to meet in closed session to discuss pending litigation pursuant to Government Code Section 54956.9(a), (d)(2).

M. ADJOURNMENT

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 (476-2384), during normal business hours.

Persons wishing to file documentation on any agenda item for the official record must submit an original and nine (9) copies of each document to the Clerk of the Board of Supervisors, Room 111 of the County Courthouse, 825 5th Street in Eureka (476-2384). 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.)

The Chamber is wheelchair accessible, and disabled parking is available in the lot on K Street, between Fourth and Fifth Streets. If you are a person with a disability, and you need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board at (707) 476-2384, or (707) 445-7299 (fax). Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.

BARRING ANY UNFORESEEN TECHNICAL DIFFICULTIES OR SCHEDULING CHANGES, REGULAR MEETINGS OF THE BOARD OF SUPERVISORS ARE BROADCAST LIVE ON SUDDEN LINK, CHANNEL 10, AND ARE REBROADCAST ON FRIDAY AT 6:30 P.M.

County of Humboldt Web Site: <http://humboldt.gov/>