

**BOARD OF SUPERVISORS**

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Chair - First District  
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Vice Chair - Second District  
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County Administrative Officer  
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County Counsel  
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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**

Tuesday, February 5, 2019

9:00 AM

Regular Meeting

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**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. Resolution Authorizing Road Closures for the 48th Annual Avenue of the Giants Marathon, Half Marathon and 10K Race on Sunday, May 5th, 2019 (Supervisor Estelle Fennell)

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the resolution, and direct the Clerk of the Board to mail a fully executed copy to Paul Kraus, Six Rivers Running Club, P.O. Box 214, Arcata, CA 95518.

**Attachments:** [Staff Report](#)  
[Resolution 19-09](#)

2. Reappointment of Mike Newman to the Planning Commission serving the Fourth District (Supervisor Virginia Bass)

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

**Attachments:** [Staff Report](#)  
[Planning Roster](#)

3. National Children's Dental Health Proclamation (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors:  
1. Adopt the Proclamation.

**Attachments:** [Staff Report](#)  
[Proclamation](#)

4. Consider Appointing Andrew Parker to the Assessment Appeals Board as an Alternate (Supervisor Rex Bohn)

**Recommendation:** That the Board of Supervisors:  
1. Appoint Andrew Parker to the Assessment Appeals Board as an At-Large Alternate representative.

**Attachments:** [Staff Report](#)  
[AAB Roster.pdf](#)  
[Andrew Parker AAB\\_Redacted.pdf](#)

5. Letter of Appreciation to Mr. Justin Zabel of Mercer Fraser and Mr. Greg Pierson for their Donations to the Freshwater Road Speed Hump Project (Supervisor Mike Wilson)

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the letters of appreciation.

**Attachments:** [Staff Report](#)  
[Letters](#)

6. Letter of Support for the Yurok Tribe's Funding Request through the Consolidated Tribal Assistance Solicitation Program (Supervisor Steve Madrone)

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the letter of support.

**Attachments:** [Staff Report](#)  
[Letter of Support for Yurok Tribe Funding Request.pdf](#)

7. Letter of Support for Assembly Bill 257 - Solid Waste and Woody Biomass Disposal (Mathis)  
(Supervisor Rex Bohn)

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the letter of support.

**Attachments:** [Staff Report](#)  
[AB257](#)  
[Letter of Support for AB257](#)

### **Clerk of the Board**

8. Letter of Appreciation to Mr. Leonard Masten for Serving on the Citizens' Advisory Committee  
on Measure Z Expenditures

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the letter of appreciation.

**Attachments:** [Staff Report](#)  
[Masten\\_Redacted](#)

9. Approval of the Action Summary - Meeting of January 22, 2019

**Recommendation:** That the Board of Supervisors:  
1. Approve the Action Summary for the meeting of January 22, 2019 and  
authorize the Clerk of the Board and Board Chair to sign the minute book in  
accordance with California Government Code Section 25103.

**Attachments:** [Staff Report](#)  
[Action Summary 1-22-19](#)

10. Notice of Vacancy for an At-Large Member on the Aviation Advisory Committee

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

**Attachments:** [Staff Report](#)  
[Updated Roster.pdf](#)  
[AACVacancy.pdf](#)

**County Administrative Office**

11. Appraisal Services for Real Property Located at 803 4th Street in Eureka and Transfer from General Fund Contingencies (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:

1. Direct the County Administrative Office to obtain an appraisal for 803 4th Street, Eureka, 95501, Assessor Parcel No. 001-134-006; and
2. Approve a transfer from General Fund Contingencies in the amount of \$2,500 (Attachment I) to fund the appraisal of 803 4th Street (4/5 vote required).

**Attachments:** [Staff Report](#)  
[Appropriation Transfer](#)

**County Clerk/Recorder/Registrar of Voters**

12. Advanced Step Appointments in Budget Unit 271 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:

1. Approve advanced step appointment for Recordable Document Examiner 1 Sandra Saldana (Class 0155, Salary Range 290, Position 04) in Budget Unit 271 to Salary Step "C" effective February 10, 2018; and
2. Approve advanced step appointment for Recordable Document Examiner 1 Katrina Tritten (Class 0155, Salary Range 290, Position 05) in Budget Unit 271 to Salary Step "C" effective February 10, 2018.

**Attachments:** [Staff Report](#)

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

13. Dis-allocate two (2) Vacant Crisis Specialists Positions and Allocate two (2) Mental Health Clinician I/II Positions in Budget Unit 424

**Recommendation:** That the Board of Supervisors:

1. Dis-allocate two (2) 1.0 full time equivalent (FTE) vacant Crisis Specialist positions (class 0900, position 03 and position 08, salary range 414) in budget unit (BU) 424; and
2. Allocate two (2) 1.0 FTE Mental Health Clinician I/II positions (class 0909A/B, salary range 424/454) in BU 424 effective immediately upon Board approval.

**Attachments:** [Staff Report](#)

**14. Allocate one (1) 1.0 full time equivalent (FTE) Staff Services Analyst III**

- Recommendation:** That the Board of Supervisors:
1. Allocate one (1) 1.0 FTE Staff Services Analyst III (class 0392, salary range 430) in budget unit 511 effective immediately upon board approval.

**Attachments:** [Staff Report](#)  
[Humboldt ltr regarding adding SSA III 1 2 19.pdf](#)

**Department of Health and Human Services: Public Health****15. Donation of Vehicle to County Motor Pool**

- Recommendation:** That the Board of Supervisors:
1. Approve the donation of one (1) Ford Fusion Sedan to the County Motor Pool for capitalizations, maintenance and insurance purposes.

**Attachments:** [Staff Report](#)

**Human Resources****16. Amendment to American Federation of State, County and Municipal Employees Memorandum of Understanding and Management & Confidential Classification Plan**

- Recommendation:** That the Board of Supervisors:
1. Adopt a resolution amending the American Federation of State, County and Municipal Employees (AFSCME) Memorandum of Understanding to remove the Senior Buyer position (class 665, salary range 387, unit 4); and
  2. Adopt a resolution amending the Management & Confidential Compensation Plan to add the Senior Buyer position (class 0665, salary range 388, unit 8).

**Attachments:** [Staff Report](#)  
[Resolution 19-10](#)  
[Resolution 19-11](#)

**Planning and Building Department****17. Agreement with California Hearing Officers, LLP for Administrative Hearing Services**

**Recommendation:** That the Board of Supervisors:

1. Approve and authorize the Director of the Planning and Building Department to execute the initial two-year Agreement with California Hearing Officers, LLP including any amendments and successor agreements, regarding the provision of hearing officer services after review by County Counsel and Risk Management.

**Attachments:** [Staff Report](#)  
[Attachment 1 Professional Services Agreement.pdf](#)

**18. Advance Salary Request for Departmental Information Systems Analyst, Thomas Albrechta (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors:

1. Approve an advance salary step for Thomas Albrechta, Departmental Information Systems Analyst, Step A (Class 0762, salary range 417), to Departmental Information Systems Analyst, Step C (Class 0762, salary range 417), effective February 10, 2019, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

**Attachments:** [Staff Report](#)

**Public Works****19. Resolution Calling for the Establishment of an Underground Utility District in Garberville at the Town Square on Second Street between Church Street and Conger Street, and on Church Street between Locust Street and Redwood Drive**

**Recommendation:** That the Board of Supervisors:

1. Adopt the Resolution calling for the establishment of an underground utility district in Garberville at the Town Square on Second Street between Church Street and Conger Street, and on Church Street between Locust and Redwood Drive (Attachment 1);
2. Direct the Clerk of the Board to notify (via the Land Use Division) the affected utilities and persons owning real property within the district pursuant to Humboldt County Code Section 361-5 (Attachments 2, 3, and 4); and
3. Direct the Public Works Director to execute the Letter of Street Light Agreement (Attachment 5), Electrical Panel Service Conversion Program (Attachment 6), Wheel Chair Access Consideration (Attachment 7), the Agreement to Perform Tariff Scheduled Related Work, Rule 20A General Conditions (Attachment 8), and any other documents associated with the undergrounding project.

**Attachments:** [Staff Report](#)  
[Resolution 19-12](#)  
[2018-09-25 Attachment 2 Notification Letter.pdf](#)  
[2019-01-02 Attachment 3 Address List of Affected Utilities & Owners.pdf](#)  
[2018-09-25 Attachment 4 County Code Section 361-1.docx](#)  
[2018-09-25 Attachment 5 Letter of Streetlight Agreement.pdf](#)  
[2018-09-25 Attachment 6 Electric Panel Service Conversion Program.pdf](#)  
[2018-09-25 Attachment 7 Wheelchair Access Consideration.pdf](#)  
[2018-09-25 Attachment 8 Agreement to Perform Tarrif Scheduled Related Work.pc](#)

20. Resolution to Approve of Lease Assignment from Denise McNulty and Associates, Inc. DBA Alamo National Car Rental to Enterprise Rent-A-Car Company of Sacramento, LLC. (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:

1. Approve and authorizes the Chairperson to execute the lease assignment from Denise McNulty and Associates to Enterprise Rent-A-Car Company of Sacramento, LLC. (4/5 vote required); and
2. Direct the Clerk of the Board to return two executed originals of the assignment to the Public Works Department Real Property Division for processing.

**Attachments:** [Staff Report](#)  
[Attachment 1 - Assignment Signed](#)  
[Att 2 Exhibit A - Map of Leased Premises](#)  
[Att 3 Exhibit B - McNulty Notice of Intent to Assign](#)  
[Att 4 Exhibit C - 2012 ACV Agreement McNulty Alamo](#)  
[Att 5 Exhibit D - Enterprise Insurance Certificate](#)

21. Dinner Creek Culvert Replacement Project; Agreement Number P1610515; Contract Number 211304

**Recommendation:** That the Board of Supervisors:

1. Ratify the Director of Public Works to sign Contract Change Order Number 1 for the total amount of \$15,350.00;
2. Ratify the Director of Public Works to sign Contract Change Order Number 2 for the total amount of \$75,068.15;
3. Accept the completed contract, including all change orders approved by the Public Works Department, between GR Wilcox Enterprises, Inc., and Humboldt County for construction of Dinner Creek Culvert Replacement Project; and
4. Approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$39,631.10, which will bring the total amount paid to 100 percent of the contract.

**Attachments:** [Staff Report](#)  
[Contract Change Order No. 1](#)  
[Contract Change Order No. 2](#)  
[Acceptance Statement](#)  
[Executed Contract](#)

**22. Supplemental Budget for Motor Pool-Reserve Fiscal Year 2018-19 (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors:  
1. Approve the attached supplemental budget for Fiscal Year (FY) 2018-19

**Attachments:** [Staff Report](#)  
[Supplemental Budget 3500351 1-15-19](#)

**23. Americans with Disabilities Act Curb Ramp Improvements Project (Phase 1); Contract Number 325701**

**Recommendation:** That the Board of Supervisors:  
1. Approve plans and specifications for the ADA Curb Ramp Improvements Project (Phase 1); and  
2. 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, March 12, 2019, at 2 pm.

**Attachments:** [Staff Report](#)  
[325701 Special Provisions for ADA Curb Ramps \(Phase 1\).pdf](#)  
[325701 Plans for ADA Curb Ramps \(Phase 1\).pdf](#)

**24. Supplemental Budget for McKay Community Forest FY 2018-19 (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors:  
1. Approve the attached supplemental budget for Fiscal Year (FY) 2018-19.

**Attachments:** [Staff Report](#)  
[McKay Supplemental Request 1-17-19](#)

**25. Request for Budget Transfer/Adjustment in Roads Maintenance (1200325) and Approval for the Purchase of two Flat Rail Car Bridges (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors:  
1. Approve the attached Request for Budget Transfer/Adjustment in the amount of \$55,000 for the Roads-Maintenance Division to purchase two flat car bridges in Fiscal Year 2018-19 (4/5 vote required).

**Attachments:** [Staff Report](#)  
[Budget Transfer Flat Car Bridges 1-18-19](#)



26. First Amendment to the Consultant Services Agreement with GHD, Inc. Regarding the Provision of Engineering and Environmental Services for the Humboldt Bay Trail - Bay Trail South Project

- Recommendation:** That the Board of Supervisors:
1. Approve, and ratify the Public Works Director's execution of, the attached first amendment to the consultant services agreement with GHD, Inc. regarding the provision of engineering and environmental services for the Humboldt Bay Trail - Bay Trail South Project; and
  2. Authorize the Public Works Director, or a designee thereof, to execute any and all future amendments to the consultant services agreement with GHD, Inc. that do not cumulatively exceed Fifty Thousand Dollars (\$50,000.00) after approval by County Counsel, Risk Management and the County Administrative Office.

**Attachments:** [Staff Report](#)  
[First Amendment](#)  
[Consultant Services Agreement](#)

27. Consultant Services Agreement with GHD, Inc. Regarding the Provision of Planning, Engineering and Environmental Services to Assist with Preparation of the Sea Level Rise Adaptation Plan for Humboldt Bay Transportation Infrastructure (Phase 1)

- Recommendation:** That the Board of Supervisors:
1. Approve, and authorize the Chair of the Board to execute, the attached consultant services agreement with GHD, Inc. regarding the provision of planning, engineering and environmental services to assist with preparation of the sea level rise adaptation plan for Humboldt Bay transportation infrastructure;
  2. Authorize the Public Works Director to execute any and all future amendments to the attached consultant services agreement with GHD, Inc. that do not cumulatively exceed Fifty Thousand Dollars (\$50,000.00) after approval by County Counsel, Risk Management and the County Administrative Office; and
  3. Direct the Clerk of the Board to return two (2) fully executed copies of the attached consultant services agreement with GHD, Inc. to the Department of Public Works - Environmental Services for further processing.

**Attachments:** [Staff Report](#)  
[GHD SLR Adaptation Plan Agreement final](#)

**Sheriff****28. Expansion of Educational Tablets in the Correctional Facility**

- Recommendation:** That the Board of Supervisors:
1. Authorize the Chair of the Board of Supervisors to sign three originals of an Amendment to the Professional Services Agreement between Jail Education Solutions, Inc. (Edovo) and the County of Humboldt for a 6-month extension to the current program; and
  2. Authorize the Chair of the Board of Supervisors to execute any additional modifications, amendments or extensions for the duration of the agreement.

**Attachments:** [Staff Report](#)  
[Amendment to Professional Services Agreement with Jail Education Solutions, Inc.](#)  
[Professional Services Agreement with Jail Education Solutions, Inc.](#)

**29. Position Allocation Modification to Sheriff's Office (4/5 Vote Required)**

- Recommendation:** That the Board of Supervisors:
1. Reallocate the Fiscal Assistant I/II position (salary range 300/326, class 0177A/B, Position 01) currently occupied by Xiong Cheng in budget unit 221 to Senior Fiscal Assistant (salary range 350, class 0124) effective Feb. 10, 2019 (4/5 Vote Required).

**Attachments:** [Staff Report](#)  
[Classification Review Request and Recommendation](#)

**30. Ratification of Local Emergency Proclamation**

- Recommendation:** That the Board of Supervisors:
1. Ratify the resolution proclaiming the existence of a local emergency following severe weather on or about Jan. 20, 2019 (Attachment 1).

**Attachments:** [Staff Report](#)  
[Resolution Proclaiming the Existence of a Local Emergency](#)

**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 Sign-In Sheet and Handouts](#)

**E. SPECIAL PRESENTATIONS**

**F. MATTERS SET FOR TIME CERTAIN****Public Works****1. 9:30 a.m. - Klamath Dam Removal Update**

- Recommendation:** That the Board of Supervisors:
1. Receive an update on efforts to remove the four lowermost dams on the Klamath River and information on the public meeting to be held in Arcata on February 6, 2019, regarding the draft Environmental Impact Report for the dam removal project; and
  2. Authorize the Chair of the Board to sign the attached comment letter and transmit to Public Works for submittal to the State Water Resources Control Board.

**Attachments:** [Staff Report](#)  
[Klamath dam EIR Humboldt letter 2019-2-5](#)

**2. 9:50 a.m. - Certification of the Humboldt County Community Wildfire Protection Plan 2019 Update**

- Recommendation:** That the Board of Supervisors:
1. Certify that the attached Humboldt County Community Wildfire Protection Plan 2019 Update meets the standards of the Healthy Forest Restoration Act;
  2. Authorize the Chair of the Board to execute the attached Humboldt County Community Wildfire Protection Plan 2019 Update certification and agreement signature page; and
  3. Direct the Clerk of the Board to return two fully executed copies of the attached Humboldt County Community Wildfire Protection Plan 2019 Update certification and agreement signature page to the Department of Public Works for further processing.

**Attachments:** [Staff Report](#)  
[Attachment 1. 2019 CWPP Cover Pages and Table of Contents](#)  
[Attachment 2. 2019 CWPP Parts 1, 2 and 3](#)  
[Attachment 3. 2019 CWPP Part 4](#)  
[Attachment 4. 2019 CWPP Part 5](#)  
[Attachment 5. 2019 CWPP Part 6](#)  
[Attachment 6. 2019 CWPP Certification and Agreement Cover Page.pdf](#)  
[Attachment 7. 2019 CWPP Part 4 Maps](#)

**G. ITEMS PULLED FROM CONSENT****H. MATTERS INITIATED BY BOARD MEMBERS**

## I. DEPARTMENT REPORTS

### County Administrative Office

#### 1. Rio Dell Branch Library and Americans with Disabilities Act (ADA) Compliance

**Recommendation:** That the Board of Supervisors:

1. Receive the staff report on the Rio Dell Branch Library's ADA compliance efforts; and
2. Direct staff to work with the City of Rio Dell to secure the site located at 203 Wildwood Avenue or City Hall to relocate the Rio Dell Library Branch.

**Attachments:**

[Staff Report](#)

[2019-01-11 Rio Dell Fire Protection Letter](#)

[2018-08-23 Rio Dell Fire Protection Letter](#)

### Department of Health and Human Services: Administration

#### 2. Update to the Attorney General Stipulated Judgment and a Memorandum of Understanding by and between the Hoopa Valley Tribe and the County of Humboldt, Department of Health and Human Services - Child Welfare Services Division

**Recommendation:** That the Board of Supervisors:

1. Receive an update from staff regarding the performance of corrective actions made by the Department of Health and Human Services - Child Welfare Services Division pursuant to the Attorney General stipulated judgment;
2. Approve, and authorize the Chair of the Board to execute, the attached Memorandum of Understanding between the Hoopa Valley Tribe and the County of Humboldt, Department of Health and Human Services - Child Welfare Services Division;
3. Approve, and authorize the Director of the County of Humboldt Department of Health and Human Services, or a designee thereof, to execute the attached Memorandum of Understanding between the Hoopa Valley Tribe and the County of Humboldt, Department of Health and Human Services - Child Welfare Services Division; and
4. Direct the Clerk of the Board to return two (2) fully executed original copies of the attached Memorandum of Understanding to the Department of Health and Human Services - Contract Unit for further processing.

**Attachments:**

[Staff Report](#)

[Memorandum of Understanding between Hoopa Valley Tribe and County of Humboldt](#)

[Humboldt County DHHS and HCSO Attorney General Stipulated Judgment](#)

## J. PUBLIC HEARINGS

## K. DISCUSSION ITEMS

**L. CLOSED SESSION**

1. Conference with Legal Counsel – Existing litigation pursuant to Government Code Section 54956.9, subd. (d)(1); United States of America v. Humboldt County, District Court Case No. 16-cv-05139 (ADA)
2. Conference with Legal Counsel – Existing Litigation pursuant to Government Code Section 54956.9 subd. (d)(1); Judith C. Magney v. County of Humboldt, et al., District Court Case No. 17-cv-02389
3. It is the intention of the Board of Supervisors to meet in closed session to discuss threatened litigation pursuant to Government Code Section 54956.9(d)(2), (e)(2); related to the Wildlife Services Program.

**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/>**