

**BOARD OF SUPERVISORS**

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First District  
ESTELLE FENNEL  
Second District  
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VIRGINIA BASS  
Chair - Fourth District  
RYAN SUNDBERG  
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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, September 5, 2017

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.*

**Agricultural Commissioner**

1. Professional Services Agreement with SICPA Product Security, LLC for Cannabis Track and Trace Services (4/5 Vote Required)

***Recommendation:*** That the Board of Supervisors approve and authorize the Purchasing Agent to sign the agreement between the County of Humboldt and SICPA Product Security, LLC, not to exceed \$23,000 for cannabis track and trace services for the period September 5, 2017 through December 31, 2018; and direct the Auditor-Controller to supplement the Agricultural Commissioner's budget (1100-261).

**Attachments:**        [Staff Report.pdf](#)  
                              [Track and Trace Contract \(129 pages\).pdf](#)  
                              [SICPA Product Security LLP Insurance Information.pdf](#)

2. Approval of Cooperative Agreement No. 17-0213-021-SF Sudden Oak Mortality Regulatory Program Contract in the Amount of \$17,711.13

**Recommendation:** That the Board of Supervisors approve Cooperative Agreement No. 17-0213-021-SF known as the Sudden Oak Mortality Regulatory Program contract with the California Department of Food and Agriculture; authorize the Chair to sign the original agreement and one copy of the cover page, and direct the Clerk of the Board to return the signed agreement to the Agricultural Commissioner's Office for further processing; and grant a waiver from the provisions of the Nuclear Free Ordinance.

**Attachments:**        [Sudden Oak Mortality Regulatory Program Contract.pdf](#)

### **Board of Supervisors**

3. Proclaim September 2017 as Local Food Month in Humboldt County (Supervisor Virginia Bass)

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

**Attachments:**        [Local Food Month Proclamation.pdf](#)  
                              [Public Comment.pdf](#)

4. International Overdose Awareness Day in Humboldt County Proclamation (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors ratify adoption of the Proclamation.

**Attachments:**        [International Overdose Awareness Day Proclamation.pdf](#)

5. Approve Resolution Proclaiming the Existence of a Local Health Emergency Caused by Air Quality Impacts Due to Smoke from Wildfires that Began on July 25, 2017 (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors authorize the Resolution related to the existence of a local health emergency caused by air quality impacts due to smoke from wildfires.

**Attachments:**        [Health Emergency Declaration Due to Wildfire Smoke.pdf](#)

6. Letter of Support for Coast Seafood's Project Request Before the California Coastal Commission to Continue Its Existing Aquaculture Operations in Arcata Bay while Reducing the Size of Its 300 Acre Operation by 21 Acres

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

**Attachments:** [Letter of Support for Coast Seafood's Project Request.pdf](#)

### **Clerk of the Board**

7. Approval of the Action Summary - Meeting of August 22, 2017

**Recommendation:** That the Board of Supervisors approve the Action Summary for the meeting of August 15, 2017 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 for Meeting of 8-22-2017.pdf](#)

8. Board of Supervisors Office Hours on September 15, 2017

**Recommendation:** That the Board of Supervisors authorize the Clerk of the Board to publish the September 19th Board of Supervisors Agenda on Thursday, September 14, 2017; and approve closure of the Board of Supervisors Office on Friday, September 15, 2017 to allow Board staff to attend the Humboldt/Mendocino Regional Training Event.

**Attachments:** [BOS Office Hours September 15, 2017.pdf](#)

### **County Administrative Office**

9. Appropriation Transfer from Planning and Building Current Planning to Planning and Building Cannabis Planning for Fiscal Year 2016-17 (Requires 4/5 Vote)

**Recommendation:** That the Board of Supervisors approve an appropriation transfer (Attachment A) from Current Planning (1100-277) to Cannabis Planning (1100-268) for fiscal year (FY) 2016-17 in the amount of \$99,650 for unanticipated expenditures in Cannabis Planning (1100-268) to cover expenses associated with increased administrative support (requires 4/5 vote).

**Attachments:** [Appropriation Transfer for Planning and Building.pdf](#)

10. Authorize Temporary Increase in Pay for Gitesh Patel, IT Applications Analyst II, Pursuant to Article 12.4.1 of the AFSCME Memorandum of Understanding (MOU)

**Recommendation:** That the Board of Supervisors authorize a temporary increase in pay for IT Applications Analyst II, Gitesh Patel (Class 0622, Range 444) as though promoted to IT Applications Analyst Supervisor (Class 0644, Range 474) effective with the pay period beginning September 10, 2017 and continuing until the IT Applications Analyst Supervisor position is filled.

**Attachments:** [Temporary Increase in Pay for IT Applications Analyst.pdf](#)

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

11. Transfer of 1991 and 2011 State/Local Program Realignment from Social Services and Public Health to Mental Health for Fiscal Year (FY) 2016-2017

**Recommendation:** That the Board of Supervisors find that the decision to make a change in its allocation of 2011 Social Services 1991 Public Health realignment monies is based on the most cost-effective use of available resources to maximize client outcomes; direct the Clerk of the Board to send a certified copy of these findings to the Department of Health and Human Services; direct the Department of Health and Human Services to forward a document containing this finding to the State Controller; direct the Auditor-Controller to transfer \$1,000,000 from Mental Health Services Act trust fund 3441 to Mental Health operating fund 1170; direct the Auditor-Controller to transfer \$1,000,000 of 2011 state/local program realignment funds from Social Services fund 3742 to Mental Health operating fund 1170, and transfer \$2,500,000 from the Social Services operating fund 1160 to the Mental Health fund 1170 in the amount of \$2,000,000 and Alcohol and Other Drugs fund 1180 in the amount of \$500,000; and direct the Auditor-Controller to transfer \$1,426,600 of 1991 state/local program realignment funds from Public Health fund 3444 to the Mental Health fund 1170 in the amount of \$1,000,000 and Alcohol and Other Drugs fund 1180 in the amount of \$426,600.

**Attachments:** [Transfer State-Local Program Realignment to Mental Health.pdf](#)

12. Agreement with Aspire Change - KLJ Training & Consulting to Provide Technical Assistance and Coaching to Fully Implement the Humboldt Practice Model for Fiscal Year 2017-2018

**Recommendation:** That the Board of Supervisors approve and authorize the Chair to sign three (3) originals of the agreement with Aspire Change - KLJ Training & Consulting for the provision of technical assistance and coaching that will assist the Department of Health and Human Services (DHHS) to fully implement the Humboldt Practice Model for fiscal year 2017-2018; direct the Clerk of the Board to return two (2)

executed originals of the attached agreement to the DHHS - Contract Unit for forwarding to DHHS - Administration.

*Attachments:*      [Agreement with Aspire Change.pdf](#)

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

13. Grant Agreement with California Department of Public Health (CDPH) for the California Safe and Active Communities Program Naloxone Distribution Project

*Recommendation:* That the Board of Supervisors approve the California Safe and Active Communities Program Naloxone Distribution Project grant in the amount of \$26,880 for the period of June 1, 2017 through June 30, 2019; authorize the Director of Public Health or designee to sign four (4) original signature pages of the agreement and certifications; and authorize the Director of Public Health or designee to approve all future amendments to the grant agreement and documents directly related to those agreements, that do not require matching funds from the county, with County Counsel and Risk Management review and approval.

*Attachments:*      [Grant Agreement CDPH for Naloxone Distribution Project.pdf](#)

**District Attorney**

14. Advanced Step Increase for Lawrence Truitt, Deputy District Attorney IV (Extra Help) (Correction) (4/5 Vote Required)

*Recommendation:* That the Board of Supervisors approve a correction to recommendation #1 of approved agenda item C-21 from the August 15, 2017 meeting, which would make July 3, 2017 the retroactive effective date for the reimbursement for DDA Lawrence Truitt (4/5 vote required).

*Attachments:*      [Corrected Advanced Step Increase.pdf](#)

**Human Resources**

15. Revision to Attachment 1 of the Compensation Plan for Management and Confidential Employees to Adopt the New Classification of Sheriff's Public Information Specialist

*Recommendation:* That the Board of Supervisors adopt the new 40 hour per week classification of Sheriff's Public Information Specialist (class 0295, salary range 419, unit 09) into the classification plan; and adopt Resolution No. \_\_\_\_\_ (attached) approving the amendment to Attachment 1 of the Compensation Plan for Management and Confidential Employees to include the new classification of Sheriff's Public Information Specialist (class 0295, salary range 419, unit 09) effective

immediately following approval.

*Attachments:* [New Classification of Sheriff's Public Information Specialist.pdf](#)

16. Revision to the Amendment of the Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees, Local 1684 to Adopt the New 40 Hour Classifications of Plan Checker I/II, Building Inspector I/II, Permit Specialist I/II, Senior Permit Specialist, Senior Building Inspector, Planner I/II and Planning Technician I/II

**Recommendation:** That the Board of Supervisors adopt the 40 hour class of Plan Checker I/II (salary range 447/457, class 0327, unit 04) into the classification plan; adopt the 40 hour class of Building Inspector I/II (salary range 390/413, class 0308, unit 01) into the classification plan; adopt the 40 hour class of Permit Specialist I/II (salary range 364/382, class 0325, unit 01) into the classification plan; adopt the 40 hour class of Senior Permit Specialist (salary range 409, class 0326, unit 01) into the classification plan; adopt the 40 hour class of Senior Building Inspector (salary range 437, class 0332, unit 01) into the classification plan; adopt the 40 hour class of Planner I/II (salary range 382/409, class 0333, unit 04) into the classification plan; adopt the 40 hour class of Planning Technician I/II (salary range 350/364, class 0334, unit 01) into the classification plan; and adopt Resolution No. \_\_\_\_\_ (attached) approving the Amendment to Appendix A of the Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees (AFSCME), Local 1684 to include the new 40 hour classifications of Plan Checker I/II, Building Inspector I/II, Permit Specialist I/II, Senior Permit Specialist, Senior Building Inspector, Planner I/II, and Planning Technician I/II, effective the beginning of the biweekly pay period following approval.

**Attachments:** [Adopt New AFSCME Classifications.pdf](#)

### **Planning and Building Department**

17. Titlow Hill General Plan Amendment, Rezone/Petition and Contract Authorization for the Preparation of a Programmatic Environmental Impact Report (EIR) for the General Plan Amendment and Zone Reclassification and Subsequent Subdivision Map Act Certification. Application Number 13475. Case Numbers GPP-17-001, ZRP-17-001. Titlow Hill/Redwood Creek Area

**Recommendation:** That the Board of Supervisors accept the General Plan Amendment and Rezone petition by approving the attached resolution (Attachment 1) based on the findings in the staff report and testimony received about the project; direct the Clerk of the Board to give notice of the decision to accept the petition to the applicant, the Assessor's Office and any other interested party; and authorize the Director of Planning and Building to execute the attached Agreement (Attachment 4) between the County of Humboldt (County) and Michael Baker International (Consultant) for preparation of a Programmatic Environmental Impact Report (EIR) for the Titlow Hill General Plan Amendment, Zone Reclassification and Subdivision Application.

*Attachments:*      [Titlow Hill General Plan Amendment, Rezone Petition, EIR.pdf](#)



**Public Works**

18. Approval of Central Estates Subdivision, Phase 2D, Planning and Building File No. APN 508-252-031, McKinleyville

**Recommendation:** That the Board of Supervisors Accept and approve the subdivision map for filing with the County Recorder; accept the dedications to the County of Humboldt of Parcel B along Edeline Avenue, Linda Way and Conifer Court and Parcel H for public utilities, accept Parcel E for non-vehicular access, accept Parcel G for drainage facilities and public trails, and reject Edeline Avenue, Linda Way and Conifer Court for public road purposes and Parcel A for pedestrian purposes; direct the Clerk of the Board to sign the subdivision map on behalf of the Board of Supervisors and further certify to the abandonment of Parcel B, Parcel D and Parcel F as shown on Book 19 of Maps, pages 34 through 35, and a portion of 2004-9646-6 recorded on March 24, 2004; authorize the Chair of the Board to execute the Conveyance and Agreement; and direct the Clerk of the Board to transmit the subdivision map and the Conveyance and Agreement to the County Recorder.

**Attachments:** [Central Estates Subdivision, Phase 2D.pdf](#)

19. Supplemental Budget for Budget Unit 3530372 for Murray Field Runway Striping (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors adopt the attached supplemental budget for FY 2016-17 (4/5 vote required).

**Attachments:** [Public Works Supplemental Budget.pdf](#)

20. Supplemental Budget for Senate Bill 1, Projects to be Completed in FY 2017-18 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors approve the attached supplemental budget to provide funds for SB 1 projects to be completed in FY 17/18; direct the Auditor-Controller to open and rename trust (3727) to SB 1 Road Repair and set aside monies that have been received for infrastructure improvements; and approve the attached projects for funding through the Senate Bill 1 Road Repair and Accountability Act for FY 17/18.

**Attachments:** [Public Works Supplemental Budget.pdf](#)

**Sheriff****21. Memorandum of Understanding with Humboldt County Drug Task Force and Participating Agencies**

**Recommendation:** That the Board of Supervisors approve the Memorandum of Understanding (MOU) with Humboldt County Drug Task Force for FY2017-18; and authorize the Sheriff to sign the Memorandum of Understanding and to forward copies to all interested parties.

**Attachments:** [MOU with Drug Task Force, Participating Agencies.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.*

**1. Public Comment Sign-In Sheet and Handouts**

**Attachments:** [Public Comment Sign-In Sheet and Handouts.pdf](#)

**E. SPECIAL PRESENTATIONS****F. MATTERS SET FOR TIME CERTAIN****Public Works****1. 9:00 a.m. - Airport Land Use Commission Consistency Determination of the General Plan Update to the Airport Land Use Compatibility Plan**

**Recommendation:** That the Board of Supervisors recess as the Humboldt County Board of Supervisors; convene as the Governing Board of the Humboldt County Airport Land Use Commission; adopt the resolution making the findings required by Public Utilities Code Section 21675.1(c), and finding the General Plan Update to be consistent with the Airport Land Use Compatibility Plan; take public comment on non-agenda items; adjourn as the Governing Board of the Humboldt County Airport Land Use Commission; reconvene as the Humboldt County Board of Supervisors; and direct Planning & Building Department staff to prepare the adoption package for the General Plan Update, incorporating the changes to the Plan recommended by the Humboldt County Airport Land Use Commission.

*Attachments:*      [Staff Report, Resolution.pdf](#)  
[Analysis, Comments.pdf](#)

## G. ITEMS PULLED FROM CONSENT

## H. MATTERS INITIATED BY BOARD MEMBERS

### Board of Supervisors

1. Suicide Prevention Network Presentation (Supervisor Rex Bohn)

*Recommendation:* That the Board of Supervisors hear the presentation and take appropriate action, if required.

*Attachments:*      [Suicide Prevention Network Presentation.pdf](#)  
[Presentation Handouts.pdf](#)

2. Consider Accepting PG&E Donation of Modular Housing Units and Explore Options for Developing Affordable Low Income Housing (Supervisor Rex Bohn and Supervisor Virginia Bass)

*Recommendation:* That the Board of Supervisors consider accepting the donation of Modular Housing Units from PG&E, and directing staff to work with the Department of Health and Human Services (DHHS), Public Works, PG&E, Betty Kwan Chinn Homeless Foundation, and the City of Eureka in exploring options for developing affordable low income housing.

*Attachments:*      [PG&E Donation of Modular Housing Units.pdf](#)

## I. DEPARTMENT REPORTS

### County Administrative Office

1. Board Meetings - Calendar Year 2018

*Recommendation:* That the Board of Supervisors consider taking a winter break in 2017 from December 25 through January 5 and reinstating the December 19, 2017 Board of Supervisors meeting; and cancel Board meetings on the following dates in Calendar Year 2018 and direct the Clerk of the Board to notify all county departments of these cancelled meetings:  
Tuesday, January 2, 2018 (Winter Break)  
Tuesday, January 30, 2018 (5th Tuesday)  
Tuesday, February 20, 2018 (Presidents' week)

Tuesday, May 29, 2018 (5th Tuesday)  
Tuesday, July 31, 2018 (5th Tuesday)  
Tuesday, August 7, 2018 (Summer break)  
Tuesday, September 18, 2018 (RCRC Conference)  
Tuesday, October 30, 2018 (5th Tuesday)  
Tuesday, November 20, 2018 (Thanksgiving week)  
Tuesday, November 27, 2018 (CSAC conference)  
Tuesday, December 25, 2018 (Winter break)  
Tuesday, January 1, 2019 (Winter break and County Holiday)

*Attachments:* [2018 Board Meeting Schedule.pdf](#)

### **Public Works**

2. Introduction of Ordinance: Adding Section 431-78, Relating to Parking on Ocean View Drive in the Big Lagoon Area; Amending Section 431-79, Relating to Parking on New Navy Base Road on the Samoa Peninsula and Adding Section 431-94, Relating to Parking on Railroad Drive in McKinleyville To Title IV of the Humboldt County Code

*Recommendation:* That the Board of Supervisors introduce the attached ordinance by title and waive the first reading; set the ordinance for adoption on September 12, 2017, or at least one week away; direct the Clerk of the Board to publish the pre-adoption summary of the ordinance and to post a certified copy of the full text of the proposed ordinance in the office of the Clerk of the Board, both publication and posting to be done at least five (5) days prior to the board meeting at which the ordinance will be adopted [Government Code Section 25124 (b)(1)]; direct the Clerk of the Board, within fifteen (15) days after adoption of the ordinance, to publish a post-adoption summary of the ordinance with the names of the Supervisors voting for and against the ordinance and to post in the office of the Clerk of the Board a certified copy of the full text of the adopted ordinance and amendments along with the names of those Supervisors voting for and against the Ordinance [Government Code Section 25124 (b)(1)]; and direct Humboldt County Public Works to file the attached Notice of Exemption with the Humboldt County Clerk in accordance with the California Environmental Quality Act.

*Attachments:* [Introduction of Parking Ordinance.pdf](#)

## **J. PUBLIC HEARINGS**

### **Planning and Building Department**

1. Pimentel General Plan Amendment, Zone Reclassification and Parcel Map Subdivision. Application Number 13422. Case Numbers GPA-17-003, ZR-17-003, PMS-17-002. Assessor Parcel Number 511-501-012. 2746 Elizabeth Road, McKinleyville Area

**Recommendation:** That the Board of Supervisors introduce Ordinance No. \_\_\_\_ (Attachment B) by title and waive further reading; open the public hearing and receive the staff report and public testimony; close the public hearing and deliberate; make the necessary findings to approve the Variance to Humboldt County Code Section 333-4 (Airport Approach Zone Building Height Regulations - Height Limits) consistent with the Airport Land Use Compatibility Plan, and adopt Resolution No. \_\_\_\_ (Attachment A-2); adopt the Mitigated Negative Declaration and find that there is no substantial evidence that the proposed project will have a significant effect on the environment; make the necessary findings to approve the General Plan Amendment and adopt Resolution No. \_\_\_\_ (Attachment A-1), approving the amendment to the McKinleyville Community Plan (MGCP) land use map, by amending property in the McKinleyville area (GPA-17-003, Pimentel) from Agricultural Rural with a density of one unit per ten acres (AR-10) to Agricultural Rural with a density of one unit per five acres (AR5); make the necessary findings for approving the proposed Zone Reclassification and adopt Ordinance \_\_\_\_ (Attachment B) amending Section 311-7 of the Humboldt County Code by reclassifying property in the McKinleyville area (ZR-17-003, Pimentel) from Agriculture General with a ten-acre minimum parcel size and combining zone for Streamside Management Areas and Wetlands (AG-B-5(10)-WR) to Agriculture General with a five-acre minimum parcel size and combining zone for Streamside Management Areas and Wetlands (AG-B-5(5)-WR); direct the Planning Division Staff to prepare and file a Notice of Determination with the County Clerk and Office of Planning and Research; direct the Clerk of the Board to give notice of the decision to the applicant, the County Assessor's Office and any other interested party, and to publish a summary of the Ordinance (Attachment C) within 15 days after adoption by the Board.

**Attachments:** [Pimentel General Plan Amendment, Zone Reclassification, Parcel Map Subdivision, Proof of Publication](#)

## K. DISCUSSION ITEMS

## L. CLOSED SESSION

1. It is the intention of the Board of Supervisors to meet in closed session to consider the appointment for the position of Administrative Assistant/Deputy Clerk of the Board I pursuant to Government Code Section 54954.5.
2. Conference with Legal Counsel - pursuant to Government Code section 54956.9 regarding pending litigation; Randall Sand and Gravel v. County of Humboldt; Barnum Timber Company, et al., Real Party in Interest, Case No. CV170395
3. Conference with Legal Counsel - Pursuant to Government Code section 54956.9 regarding pending litigation; Borges v. County of Humboldt et al.

**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/>**