

**BOARD OF SUPERVISORS**

REX BOHN  
Chair - First District  
MICHELLE BUSHNELL  
Vice Chair - Second District  
MIKE WILSON  
Third District  
NATALIE ARROYO  
Fourth District  
STEVE MADRONE  
Fifth District



**COUNTY STAFF**

ELISHIA HAYES  
County Administrative Officer  
SCOTT MILES  
Interim County Counsel  
TRACY DAMICO  
Clerk of the Board

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

**AGENDA - Hidden**

Tuesday, October 22, 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](mailto:cob@co.humboldt.ca.us) or the ADA Coordinator at 844-365-0352 or by email at [ada@co.humboldt.ca.us](mailto:ada@co.humboldt.ca.us).

The Chamber is wheelchair accessible, the accessible entrance to the Courthouse is the 4th Street entrance. Accessible parking is available adjacent to the 4th Street entrance and on the 4th Street side of the K Street lot. If you are a person with a qualified disability, and need a modification or accommodation to participate in this meeting.

**REMOTE/TELECONFERENCE PARTICIPATION**

Conference Line: 720 707 2699

Meeting ID: 830 9811 3366

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 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](mailto: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****Agricultural Commissioner**

[24-1421](#)

1. Approval of Standard Agreement No. 24-0507-000-SG, known as the High-Risk Pest Exclusion Program Contract in the Amount of \$25,241.84

**Recommendation:**

That the Board of Supervisors:

1. Approve Standard Agreement No. 24-0507-000-SG, known as the High-Risk Pest Exclusion Program contract with the California Department of Food and Agriculture (CDFA) in the amount of \$25,241.84;

2. Authorize the Chair to sign the original agreement and direct the Clerk of the Board to return all copies to the Agriculture Department for further processing; and
3. Grant a waiver from the provisions of the Nuclear-Free Ordinance given that the contract provides no direct conflict with the intent of the Nuclear-Free Ordinance.

**Attachments:**[Staff Report](#)[Standard agreement no. 24-0507-000-SG.pdf](#)[Executed CDFA Cooperative Agreement](#)**Board of Supervisors**[24-1426](#)

2. Certificate of Recognition to Blue Lake Rancheria Tribe for Winning the 2024 International Association of Emergency (IAEM )-USE Emergency Management Education and Training Program of the Year Award

**Recommendation:**

That the Board of Supervisors:

1. Authorize the Chair to sign the Certificate of Recognition.

**Sponsors:**

Supervisor Wilson

**Attachments:**[Staff Report](#)[Certificate of Recognition.pdf](#)[24-1427](#)

3. Certificates of Recognition for the Fortuna Kiwanis 27th Annual Business Women's Luncheon 2024

**Recommendation:**

That the Board of Supervisors:

1. Authorize the Chair to sign the Certificates of Recognition.

**Sponsors:**

Supervisor Bushnell

**Attachments:**[Staff Report](#)[Certificates.pdf](#)[Certifcates.2.pdf](#)[24-1455](#)

4. Appointment of Carson Vandiver to the Humboldt No. 1 Fire Protection District Board of Directors

**Recommendation:**

That the Board of Supervisors:

1. Appoint Carson Vandiver to the Humboldt No. 1 Fire Protection District Board.

**Sponsors:**

Supervisor Bohn

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

[FW Humboldt No. 1 Board of Directors Emergency Board Member Appointment .pdf](#)

[24-1473](#)

5. Retirement Resolution for Steven Sauer from the Humboldt County Department of Health & Human Services (DHHS)

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

**Sponsors:** Supervisor Bohn

**Attachments:** [Staff Report](#)  
[Steven Sauer Retirement Resolution](#)

### **Clerk of the Board**

[24-1463](#)

6. Reappoint Lisa Leon to the Humboldt County Housing Authority

**Recommendation:** That the Board of Supervisors:  
1. Reappoint Lisa Leon for an additional term on the Humboldt County Housing Authority.

**Attachments:** [Staff Report](#)  
[2024-10-15 Housing Authority Memo Re-elect Lisa Leon.pdf](#)

[24-1466](#)

7. Approval of the Action Summary - Meeting of October 8, 2024

**Recommendation:** That the Board of Supervisors:  
1. Approve the Action Summary for the meeting of October 8, 2024, and authorize the Clerk of the Board and the Board Chair to sign the Minute Book in accordance with California Governmental Code Section 25103.

**Attachments:** [Staff Report](#)  
[Action Summary - October 8, 2024](#)  
[Executed Action Summary - October 8, 2024](#)

### **County Administrative Office**

[24-1469](#)

8. Fiscal Year (FY) 2024-25 Supplemental Budget for Economic Development Trellis Equity Program (1120275422) in the Amount of \$309,493 (4/5 Vote Required)

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

1. Approve the attached supplemental budget in the amount of \$309,493 for FY 2024-25 for the Economic Development Trellis Equity Program (1120275422). (4/5 Vote Required)

**Attachments:**[Staff Report](#)[Supplemental Budget \(1120275422\)](#)**Department of Health and Human Services: Public Health**[24-1417](#)

9. Approval of a Memorandum of Understanding (MOU) Template to Provide Environmental Health Services for Incorporated Cities Within Humboldt County

**Recommendation:**

That the Board of Supervisors:

1. Approve the MOU template to offer new, or updated, agreements for Department of Health and Human Services (DHHS), Public Health Branch (PHB), Division of Environmental Health (DEH) services within incorporated cities of Humboldt County;
2. Authorize the Director of Public Health, or a designee thereof, to sign minor amendments and supplemental documents directly related to the MOUs upon approval of County Counsel, Risk Management and the County Administrative Office; and
3. Authorize the Director of Public Health, or a designee thereof, to execute individual agreements, tailored to each city, upon review and approval of County Counsel, Risk Management and the County Administrative Office.

**Attachments:**[Staff Report](#)[Memorandum of Understanding \(MOU\) Template for the County of Humboldt, Department of H](#)[Exhibit A DEH Services for Cities](#)[Exhibit B Representation of City Limits Map](#)[Exhibit C Complaint Subject Titles and Definitions](#)[Exhibit D Code Enforcement Unit Referral Format](#)[24-1436](#)

10. Accept Donation of Target Gift Cards in the Total Amount of \$1,000 from the California Department of Public Health (CDPH), Immunization Branch

**Recommendation:**

That the Board of Supervisors:

1. Authorize the Department of Health and Human Services - Public Health Director, or a designee thereof, to accept a donation of 40, \$25 Target gift cards for a total of \$1,000 from the CDPH, Immunization Branch for use as COVID-19 vaccination incentives;
2. Authorize the Department of Health and Human Services - Public Health Director, or a designee thereof, to accept and sign all subsequent donations from CDPH Immunization Branch, reporting to the Board as required by Government Code section 25355; and
3. Direct the Clerk of the Board to return one (1) certified copy of the Board

Order relating to this item to the Department of Health and Human Services  
- Public Health.

**Attachments:**

[Staff Report](#)

[COVID-19 Vaccine Incentives - Distribution Follow-up](#)

**Human Resources**

[24-1456](#)

11. Adopt the Resolution Approving the County Political Activities Policy

**Recommendation:**

That the Board of Supervisors:

1. Adopt the resolution (Attachment 1) approving the County Political Activities Policy (Attachment 2).

**Attachments:**

[Staff Report](#)

[Resolution](#)

[Political Activities Policy \[Draft\]](#)

[Resolution No. 24-111](#)

**Planning and Building Department**

[24-1420](#)

12. Closeout of Four Community Development Block Grants (CDBG)

**Recommendation:**

That the Board of Supervisors:

1. Adopt the attached resolution to approve the proposed CDBG Combined Closeout Packages (Attachments 1-4)
2. Direct Planning and Building Department staff to submit CDBG Combined Closeout Packages to CDBG, thereby formally closing four completed CDBG grants.

**Attachments:**

[Staff Report](#)

[Draft Resolution](#)

[Resolution No. 24-112](#)

[1 CDBG Combined Closeout Package for 20-CDBG-CV1-00097](#)

[2 CDBG Combined Closeout Package for 20-CDBG-CV1-00029](#)

[3 CDBG Combined Closeout Package for 20-CDBG-CV2-3-00317](#)

[4 CDBG Combined Closeout Package for 20-CDBG-CV2-3-00336](#)

**Public Works**

[24-1002](#)

13. Petition to Form Permanent Road Division (PRD) 1000, Zone No. 010, Known as Washington Terrace Subdivision, McKinleyville Area and Supplemental Budget (4/5 Vote Required) and

Supplemental Budget for Public Works, Land Use, 1100166, in the Amount of \$4872 (4/5 Vote Required)

**Recommendation:**

That the Board of Supervisors:

1. Receive and file the Petition, Affidavit of Valuations, and Engineer's Report for the creation of Permanent Road Division (PRD) 1000, Zone No. 010 (4/5 Vote Required);
2. Adopt the Resolution of Intent to Establish PRD 1000. Zone No. 010 and to impose parcel charges for maintenance of road and drainage facilities (4/5 Vote Required);
3. Set a time and date of 9:00 am on December 10, 2024, to hold a public hearing to receive testimony of protest regarding the formation and setting of an assessment for road maintenance for the proposed PRD 1000, Zone No. 010 (4/5 Vote Required);
4. Direct:
  - a. The Clerk of the Board to publish the Petition (Attachment 1), Notice Formation (Attachment 5) and Notice of Assessment (Attachment 6) in the Times Standard newspaper on Nov. 17, 2024 and Dec. 1, 2024, as per Streets and Highways Code Sections 1164 and 1196;
  - b. The Department of Public Works to mail the Notice of Assessment and ballot to all landowners within the proposed zone as per Government Code Section 53753 no later than October 24, 2024 (at least 45 days prior to the election);
  - c. The Department of Public Works to post the Petition (Attachment 1), Notice of Formation (Attachment 5) and Notice of Assessment (Attachment 6) no later than October 24, 2024 (15 days prior to the election) as per Streets and Highways Code Section 1195; and
5. Approve the Supplemental Budget request for Land Use (1100166) in the amount of \$4,872 (Attachment 8) to provide associated funding for PRD 1000, Zone 010 (4/5 Vote Requirement).

**Attachments:**

[Staff Report](#)

[1 - Petition.pdf \(0.1 MB\)](#)

[2 - Engineers Report.pdf \(3.5 MB\)](#)

[3 - Affidavit of Valuations.pdf \(0.1 MB\)](#)

[4 - Resolution of Intent \(0.8 MB\).docx](#)

[Resolution No. 24-113](#)

[5 - Notice of Formation.pdf \(0.1 MB\)](#)

[Executed Notice to Formation](#)

[6 - Notice to Assess.pdf \(0.1 MB\)](#)

[Executed Notice to Assess](#)

[7 - Sample Ballot.pdf \(0.1 MB\)](#)

[8 - Supplemental Budget.xlsx \(0.1 MB\)](#)

[24-1004](#)

14. Petition to Form Permanent Road Division (PRD) 1000, Zone Number 009, Known as Morgan Subdivision, McKinleyville Area and Supplemental Budget (4/5 Vote Required) and Supplemental Budget for Public Works Land Use, 1100166, in the amount of \$4,800 (4/5 Vote required)

**Recommendation:**

That the Board of Supervisors:

1. Receive and file the Petition, Affidavit of Valuations, and Engineer's Report for the creation of Permanent Road Division (PRD) 1000, Zone Number 009 (4/5 Vote Required);
2. Adopt the Resolution of Intent to establish PRD 1000, Zone Number 009 and to impose parcel charges for maintenance of road and drainage Facilities (4/5 Vote Required);
3. Set a time and date of 9:00 am on Dec. 10, 2024, to hold a public hearing to receive testimony of protest regarding the formation and setting of an assessment for road maintenance for the proposed PRD 1000, Zone Number 009 (4/5 Vote Required);
4. Direct:
  - a. The Clerk of the Board to publish the Petition (Attachment 1), Notice of Formation (Attachment 5) and Notice of Assessment (Attachment 6) in the Times-Standard newspaper on Nov. 17, 2024, Nov. 24, 2024, and Dec. 1, 2024, as per Streets and Highways Code Sections 1164 and 1196;
  - b. The Department of Public Works to mail the Notice of Assessment and ballot to all landowners within the proposed zone as per Government Code Section 53753 not later than Oct. 24, 2024 (at least 45 days prior to the election); and
  - c. The Department of Public Works to post the Petition (Attachment 1), Notice of Formation (Attachment 5) and Notice of Assessment (Attachment 6) no later than Oct. 24, 2024 (at least 15 days prior to the election) as per Streets and Highways Code Section 1195; and
5. Approve the Supplemental Budget request for Land Use (1100166) in the amount of \$4,800 (Attachment 8) to provide associated funding for PRD 1000, Zone Number 009 (4/5 Vote Required).

**Attachments:**

[Staff Report](#)

[1 - Petition \(0.5 MB\).pdf](#)

[2 - Engineer's Report.pdf \(0.8 MB\)](#)

[3 - Affidavit of Valuations.pdf \(0.1 MB\)](#)

[4 - Resolution of Intent \(0.8 MB\).docx](#)

[Resolution No. 24-114](#)

[5 - Notice of Hearing to Consider Formation.pdf \(0.1 MB\)](#)

[6 - Notice of Hearing to Assess \(0.1 MB\)](#)

[7 - Sample Ballot.pdf \(0.1 MB\)](#)

[8 - Supplemental Budget.xlsx \(0.1 MB\)](#)

[Executed Notice of Hearing to Consider Formation](#)

[Executed Notice of Hearing to Assess](#)



[24-1437](#)

15. Accept Completed Contract for Storm Damage Repair to Telegraph Creek Road (4A150) Post Mile 1.20

**Recommendation:**

That the Board of Supervisors:

1. 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 Storm Damage Repair to Telegraph Creek Road (4A150) Post Mile 1.20; and
2. Approve the final claim for payment, to be submitted by the Public Works Department to the Auditor-Controller, in the amount of \$690, which will bring the total amount paid to 100% of the contract.

**Attachments:**

[Staff Report](#)

[Executed Project Agreement and Change Orders](#)

[Acceptance Statement](#)

**Sheriff**[24-1441](#)

16. Award of the Request for Proposal (RFP) #SHF-2024-01, Multi-Jurisdiction Local Hazard Mitigation Plan, to IEM International Inc.

**Recommendation:**

That the Board of Supervisors:

1. Award RFP #SHF-2024-01 to IEM International Inc.; and
2. Authorize the Humboldt County Sheriff's Office to enter into an agreement substantially similar to the agreement attached to the RFP with IEM International, Inc., after review and approval by County Counsel, Risk Management, and the County Administrative Office (CAO); and
3. Authorize the Sheriff, Undersheriff, or Deputy Director of Sheriff's Financial and Support Services to execute any future amendments or extensions of the agreement with IEM International, Inc. after review and approval by County Counsel, Risk Management, and CAO.

**Attachments:**

[Staff Report](#)

[RFP No. SHF-2024-01 Hazard Mitigation Plan.pdf](#)

[IEM International, Inc. Proposal.pdf](#)

[TetraTech, Inc. Proposal.pdf](#)

[Synergy Disaster Recovery Proposal.pdf](#)

[A-Tech Consulting Inc Proposal.pdf](#)

**Treasurer/Tax Collector**[24-1327](#)

17. Agreement with American Financial Credit Services, Inc. (AFCS) for Supplemental Delinquent Tax Skip Tracing, Billing and Recovery Services Pursuant to Government Code 26220 (4/5 Vote Required)

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

1. Authorize Treasurer Tax Collector to sign the agreement with AFCS (Attachment 1) for supplemental delinquent tax skip tracing, billing and recovery services (4/5 Vote Required); and
2. Authorize the Tax Collector to assign accounts to AFCS for the purpose of collecting delinquent taxes for any or all delinquent unsecured taxes 90 days after the date upon which they are due and delinquent, pursuant to Government Code 26220 (4/5 Vote Required).

**Attachments:** [Staff Report](#)  
[AFCS Inc. Humboldt County California](#)  
[Government Code Section 26220](#)

#### E. ITEMS PULLED FROM CONSENT

#### F. PUBLIC COMMENT ON NON-AGENDA ITEMS

[24-1517](#)

1. Public Comment - Non Agenda items

**Attachments:** [Public Comment](#)

#### G. MATTERS SET FOR TIME CERTAIN

##### Sheriff

[24-1444](#)

1. 9:30 AM - Drought Task Force Update and Progress Towards SB 552 Compliance

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

1. Receive a verbal report from the Humboldt County Drought Task Force regarding the current status of drought impacts in Humboldt County and progress towards compliance with California Senate Bill 552.

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

#### H. PUBLIC HEARINGS

#### I. MATTERS INITIATED BY BOARD

#### J. DEPARTMENT REPORTS

**Clerk of the Board**24-1429

1. Consider Making the At-Large Appointment to the Forestry Review Committee

**Recommendation:** That the Board of Supervisors:  
1. Consider making the appointment to the Forestry Review Committee.

**Attachments:** [Staff Report](#)  
[Russell Dorvell.pdf](#)  
[Gary Ryneerson.pdf](#)  
[Forestry Review Committee Roster 091024 redacted.pdf](#)

24-1442

2. Appointment of a Member and an Alternate to the California State Association of Counties (CSAC) Board of Directors for the 2024-25 Year

**Recommendation:** That the Board of Supervisors:  
1. Appoint a member and an alternate to the CSAC Board of Directors; and direct the Clerk of the Board to notify CSAC, 1100 K Street, Suite #101, Sacramento, CA 95814 or cpalm@counties.org.

**Attachments:** [Staff Report](#)  
[CSAC Board Nomination Memo.pdf](#)  
[CSAC Board Selection Form for 2024-25.pdf](#)

**Planning and Building Department**24-1443

3. Accept Draft Humboldt Regional Climate Action Plan (RCAP) with Modifications Based on Public Comment

**Recommendation:** That the Board of Supervisors:  
1. Accept the draft of the Humboldt RCAP as the project for preparation of the Environmental Impact Report (EIR).

**Attachments:** [Staff Report](#)  
[1. Humboldt RCAP\\_with Comments.pdf](#)  
[2. Public Comments Combined.pdf](#)  
[Public Comment Presented During Meeting](#)

24-1449

4. Amendment to Mobile Home Rent Stabilization Ordinance (MHRSO) Implementing Guidelines

**Recommendation:**

That the Board of Supervisors:

1. Receive and review the Amended MHRSO Implementing Guidelines; and
2. Adopt the resolution amending the MHRSO Implementing Guidelines (Attachment 1).

**Attachments:**

[Staff Report](#)

[Attachment 1 - Draft Resolution](#)

[Attachment 2 - Measure V Implementing Guidelines 10.22.2024 redline](#)

[Attachment 3 - Division 10 of Humboldt County Code Title IX](#)

[Resolution No. 24-115](#)

[Public Comment Combined](#)

**K. CLOSED SESSION**

[24-1313](#)

1. Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6 it is the Intention of the Board of Supervisors to Meet in Closed Session to Review the County's Position and Instruct its Designated Labor Negotiator. Labor Negotiators: Elishia Hayes, Zachary O'Hanen, and Jack Hughes. Employee Organizations (Represented and Unrepresented): SEIU/In-Home Support Services, American Federation of State, County and Municipal Employees (AFSCME local 1684), Humboldt County Attorneys Association, Humboldt Deputy Sheriffs Organization (Law Enforcement Non-Management Unit), Humboldt Deputy Sheriffs Organization (Law Enforcement Management Unit), Appointed Department Heads, and Management and Confidential employees

**L. ADJOURNMENT**