

C-4



COUNTY OF HUMBOLDT

For the meeting of: May 10, 2016

Date: May 5, 2016
 To: The Honorable Board of Supervisors
 From: Ana Hartwell, Deputy Clerk of the Board of Supervisors
 Subject: **Approval of the Action Summary – Meeting of May 3, 2016**

RECOMMENDATION: That the Board of Supervisors approve the Action Summary for the meeting of May 3, 2016 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

SOURCE OF FUNDING: General Fund

DISCUSSION: The Action Summary from the meeting of May 3, 2016 is attached. This Action Summary encompasses all actions taken by the Board of Supervisors at their May 3, 2016 meeting.

FINANCIAL IMPACT: None

OTHER AGENCY INVOLVEMENT: None

ALTERNATIVES TO STAFF RECOMMENDATIONS: Direct the Clerk of the Board to prepare a corrected Action Summary, if necessary.

ATTACHMENT(S): Action Summary

Prepared by Ana Hartwell, Deputy Clerk of the Board

CAO Approval:

E. Asher

REVIEW:

Auditor _____ County Counsel _____ Personnel _____ Risk Manager _____ Other _____

TYPE OF ITEM:

- Consent
- _____ Departmental
- _____ Public Hearing
- _____ Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor *Fennell* Seconded by Supervisor *Bass*

Ayes *Sundberg, Fennell, Lovelace, Bohn, Bass*

- Nays
- Abstain
- Absent

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

Dated: *May 10, 2016*

By: *Ana Hartwell*
 Ana Hartwell, Deputy Clerk of the Board

BOARD OF SUPERVISORS

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



COUNTY STAFF

AMY S. NILSEN
County Administrative Officer
JEFFREY S. BLANCK
County Counsel
KATHY HAYES
Clerk of the Board

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

ACTION SUMMARY

Tuesday, May 3, 2016

9:00 AM

Regular Meeting

A. SALUTE TO THE FLAG

B. MODIFICATIONS TO THE AGENDA

C. PUBLIC COMMENT ON NON-AGENDA ITEMS – 9:00 A.M.

D. CONSENT CALENDAR

Agricultural Commissioner

1. Approval of Cooperative Agreement No. 16-0030-SA, Petroleum Products Compliance Contract in the Amount of \$4,725.00

Recommendation: That the Board of Supervisors approve Cooperative Agreement No. 16-0030-SA, known as the Petroleum Products Compliance 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 copies to the Agricultural Commissioner's Office for further processing; and grant a waiver from the provisions of the Nuclear Free Ordinance.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Board of Supervisors

2. Resolution Recognizing Blue Water Navy Veterans (Supervisor Virginia Bass)

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

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Clerk of the Board

3. Approval of the Action Summary - Meeting of April 25, 2016

Recommendation: That the Board of Supervisors approve the Action Summary for the meeting of April 25, 2016 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

4. Approval of the Action Summary - Meeting of April 26, 2016

Recommendation: That the Board of Supervisors approve the Action Summary for the meeting of April 26, 2016 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

County Administrative Office

5. Re-designation of the North Coast Recycling Market Development Zone

Recommendation: That the Board of Supervisors approve the attached resolution authorizing the filing of an application for re-designation of the North Coast Recycling Market Development Zone with the California Department of Resources Recycling and Recovery; and authorize the County Administrative Officer, or designee thereof, to sign all documents relating to the re-designation of the North Coast Recycling Market Development Zone, including Zone Incentive Fund applications and agreements, after review and approval by County Counsel and Risk Management, as appropriate.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Department of Health and Human Services: Administration

6. Agreement with Betty Kwan Chinn Homeless Foundation

Recommendation: That the Board of Supervisors approve the agreement with Betty Kwan Chinn Homeless Foundation to provide housing services to eligible homeless individuals to support becoming permanently housed in Humboldt County; authorize the Chairperson to execute three (3) originals of the agreement; and direct the Clerk of the Board to route two (2) fully executed originals of the agreement to the DHHS-Contract Unit for forwarding to DHHS-Administration.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Elections/Recorder/County Clerk

7. Approval of Statement of Work with Avantpage for Spanish Translation Services

Recommendation: That the Board of Supervisors authorize the County Clerk/Recorder/Registrar of Voters or her designee to execute the attached Statement of Work to carry out the purpose of the Board's order.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Libraries

8. Request for Approval to Exercise the Option to Extend the Lease for 39 Mayfair Street, Willow Creek

Recommendation: That the Board of Supervisors approve exercising the option to extend the lease with Brown Rentals through June 30, 2018 for the Willow Creek Branch Library facility; direct the Clerk of the Board to return one (1) copy of the executed agenda item to Public Works-Real Property Division; and authorize Public Works-Real Property Division to send a notice to Lessor that County is exercising the option to extend the lease.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Public Works

9. Central Avenue (4L800) Highway Safety Improvement Project from Anna Sparks Way to Hiller Road; Project No.: HSIPL-5904(131); Contract No.: 213003

Recommendation: That the Board of Supervisors receive and file the bids for the Central Avenue (4L800) Highway Safety Improvement Project from Anna Sparks Way to Hiller Road; award the contract to Mercer-Fraser Company for the Base Bid, Additive Option A, and Additive Option B for the total amount of \$927,3 81; authorize the Chairman to execute the project agreement upon submittal of the appropriate bonds and insurance; and direct the Auditor-Controller to establish a new contract account 1200321-0321 and transfer \$985,396 from 1200321-2118 to the new contract account per the attached appropriation transfer.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

10. Assignment of Adrian Wantt, Road Maintenance Worker III, as Road Maintenance Supervisor

Recommendation: That the Board of Supervisors authorize compensation for Adrian Wantt as if he had been promoted to the classification of Road Maintenance Supervisor (Class 0204) beginning May 22, 2016 until such time as a permanent Road Maintenance Supervisor is hired, pursuant to Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees (AFSCME), section 12.4.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

11. Budget Transfer Request for Rohnerville Airport Tree Topping Project for FY 2015-16 (4/5 Vote Required)

Recommendation: That the Board of Supervisors, by a 4/5's vote, approve the attached Budget Transfer Request to reduce the California Redwood Coast - Humboldt County Airport budget unit 3530381 line 2651 by \$27,615 and transfer the same amount to the Rohnerville Airport budget unit 3530373 line 2550 for use in the tree topping project required by the Federal Aviation Administration (FAA).

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

12. Federal Aviation Administration Airport Improvement Program Grant Offers for Fiscal Year 2016-17

Recommendation: That the Board of Supervisors authorize the Director of Public Works, or a Deputy Public Works Director as an alternate, to execute the Grant Offers for the following Airport Improvement Program (AIP) Projects for Fiscal Year 2016-17 when offered by the Federal Aviation Administration (FAA):

- 1.1. AIP 03-06-0010-45, California Redwood Coast-Humboldt County Airport (ACV), Pavement Management Plan and Pavement Classification Number
- 1.2. AIP 03-06-0072-13, Murray Field Airport (EKA) Design Runway 12/30 & Parallel Taxiway Rehabilitation
- 1.3. AIP 03-06-0092-10, Garberville Airport (016); Construct Runway 18/36 Rehabilitation

A motion was made by Supervisor Fennell, seconded by Supervisor Bass, that this Informational Report be approved. The motion carried by the following vote:

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

13. Non-Exclusive Access and Utility Easement on County Agriculture Center Property, Eureka, APN 305-131-010

Recommendation: That the Board of Supervisors direct the Public Works Department to develop a public bidding package for a non-exclusive access and utility easement over Assessor Parcel Number (APN) 305-131-010.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Sheriff

14. Acceptance of Cooperative Agreement #01A1619 with the California Department of Transportation

Recommendation: That the Board of Supervisors approve Resolution No. ____ to accept Cooperative Agreement #01A1619 with the California Department of Transportation (CalTrans) for the period May 1, 2016 to April 30, 2018 (Attachment 1); and authorize the Board of Supervisors Chair and Humboldt County Sheriff to sign four (4) original copies of the Cooperative Agreement and all amendments, extensions or revisions to the document for the term of the Agreement, and to distribute to all interested parties.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

E. SPECIAL PRESENTATIONS**Board of Supervisors**

1. Proclaim May 2016 as Older American Month (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors adopt the Proclamation.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

2. National Children's Mental Health Awareness Day and Mental Health Month Proclamation (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors adopt the Proclamation.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

3. Proclaim May 2016 as Motorcycle Awareness Month in Humboldt County (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors adopt the proclamation.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

F. MATTERS SET FOR TIME CERTAIN**G. ITEMS PULLED FROM CONSENT****H. MATTERS INITIATED BY BOARD MEMBERS**

1. Discuss Panhandling in Humboldt County (Supervisor Ryan Sundberg and Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors discuss community concerns related to panhandling in Humboldt County and take appropriate action, if required.

A motion was made by Supervisor Sundberg, seconded by Supervisor Bohn, to direct staff to come back to the Board at the end of June for an aggressive solicitation ordinance modeled after the City of Eureka and City of Fortuna. The motion carried by the following vote:

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

I. DEPARTMENT REPORTS**County Administrative Office**

1. Third Quarter Budget Review for Fiscal Year 2015-16, Updated Outlook for Fiscal Year 2016-17, and Recommendations for Budget Adjustments (4/5 Vote Required)

Recommendation: That the Board of Supervisors receive and file a review of the third quarter budget results for fiscal year (FY) 2015-16 and outlook for the FY 2016-17 budget; direct staff as follows regarding the policy considerations listed beginning on page 6 of this report:

- a. Approve Additional General Fund Appropriation Requests (additional funding requests) in the FY 2016-17 budget that are mandated, one-time and/or prevent the discontinuation of services;

- b. Allocate the General Fund monies received as a result of refunds from the Workers' Compensation and Purchased Insurance funds for additional funding requests;

- c. Approve setting Contingencies and the General Reserves below policy levels;

- d. Approve the elimination of Alternate Counsel thereby dissolving the three office indigent defense structure into a two office structure, effective the start of FY 2016-17;

- e. Approve allocating the \$430,851 County Medical Services Program participation fee to Contingencies for FY 2016-17;

- f. Approve carrying forward into FY 2016-17 previously approved intra-fund loan funds not utilized by Aviation in FY 2015-16;

- g. Approve a loan from the General Fund in the amount of \$60,000 for the McKay Community Forest; and

- h. Continue to not authorize the use of voluntary unpaid furloughs in FY 2016-17;

approve the budget adjustments shown on Attachment 4, and authorize County Administrative Office (CAO) staff to make any technical corrections necessary to effectuate the Board's direction (4/5 vote required); review the recommendations from the Measure Z Citizen's Advisory Committee and provide direction on which Measure Z Requests to fund for FY 2016-17; and take other action as appropriate.

A motion was made by Supervisor Bohn, seconded by Supervisor Fennell, to accept Recommendations #2a through #2g. The motion carried by the following vote:

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

A motion was made by Supervisor Fennell, seconded by Supervisor Bohn, to allow department heads to authorize voluntary unpaid furloughs. The motion carried by the following vote:

Aye: 5- Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Supervisor Sundberg left the meeting.

A motion was made by Supervisor Bass, seconded by Supervisor Fennell, to accept Recommendation #3. The motion carried by the following vote:

Aye: 4 - Rex Bohn, Estelle Fennell, Mark Lovelace, and Virginia Bass

Absent: 1 - Ryan Sundberg

Supervisor Sundberg returned to the meeting.

A motion was made by Supervisor Sundberg, seconded by Supervisor Bass, to fund the ACV and 299 Corridor items and reduce the Fire Chief's Association item to \$1,838,542. The motion carried by the following vote:

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

A motion was made by Supervisor Bohn, seconded by Supervisor Bass, to fund \$161,047 of the \$629,722 asked by the Public Defender to maintain staffing. The motion carried by the following vote:

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

A motion was made by Supervisor Bass, seconded by Supervisor Sundberg, to fund the Public Works Aircraft Rescue and Fire Fighting services request for \$7,000. The motion carried by the following vote:

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

A motion was made by Supervisor Fennell, seconded by Supervisor Sundberg, to approve all Measure Z allocations as agreed during today's discussion. The motion carried by the following vote:

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

Probation

2. Employment of Temporary Retired Annuitant as Senior Legal Office Assistant in the Probation Department

Recommendation: That the Board of Supervisors resolve that the employment of Cheryl Kaska as a temporary "retired annuitant" Senior Legal Office Assistant with the Probation Department (budget unit 235) is necessary to fill a critical need within the department and that Ms. Kaska's employment as a temporary "retired annuitant" is needed before the CalPERS "180-day wait period" has expired.

A motion was made by Supervisor Sundberg, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:

Aye: 5 - Rex Bohn, Estelle Fennell, Mark Lovelace, Virginia Bass, and Ryan Sundberg

J. CLOSED SESSION

K. ADMINISTRATIVE ABATEMENT HEARINGS

L. PUBLIC HEARINGS

M. DISCUSSION ITEMS

Board of Supervisors

1. Reports on Board Member Travel at County Cost, Meeting Attendance, and Supervisorial District Matters

N. ADJOURNMENT

I, ANA HARTWELL, Deputy Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct original record of the above entitled meeting of the Humboldt County Board of Supervisors held in Eureka, California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.

ANA HARTWELL

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



May 3, 2016



MINUTES
TUESDAY, MAY 3, 2016
Regular Session

The Honorable Board of Supervisors of the County of Humboldt met in regular session on the above date within the Humboldt County Courthouse, Eureka, California. The minutes of this meeting were approved on Tuesday, May 10, 2016, with the vote as shown below.

AYES: Supervisors: Sundberg, Fennell, Lovelace, Bohn, Bass
NAYS: Supervisors: n/a
ABSENT: Supervisors: n/a


ANA HARTWELL
Deputy Clerk of the Board


MARK LOVELACE
Chair of the Board