

BOARD OF SUPERVISORS

REX BOHN  
Chair - First District  
ESTELLE FENNELL  
Vice-Chair - Second District  
MIKE WILSON  
Third District  
VIRGINIA BASS  
Fourth District  
STEVE MADRONE  
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, September 10, 2019**

**9:00 AM**

**Regular Meeting**

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*Supervisor Virginia Bass was absent.*

**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR**

**Board of Supervisors**

- I.** Appoint Kyle Gabel to the Aviation Advisory Committee as an At-Large Member (Supervisor Rex Bohn)

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

- I. Appoint Mr. Gabel to the Aviation Advisory Committee as an At-Large Member.

***A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:***

**Aye:** 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

2. Childhood Cancer Awareness Month Proclamation (Supervisor Rex Bohn)

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

1. Adopt the proclamation.

*A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

**Clerk of the Board**

3. Approval of the Action Summary - Meeting of September 3, 2019

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

1. Approve the Action Summary for the meeting of September 3, 2019 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 Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

**County Administrative Office**

4. Transient Occupancy Tax Agreement with Redwood Region Entertainment and Education Liaisons, Inc.

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

1. Approve the attached Agreement with the Redwood Region Entertainment and Education Liaisons, Inc. (RREEL) and authorize the Chair to sign two (2) copies; and
2. Direct the Clerk of the Board to return the two (2) signed agreements to the Economic Development Division.

*A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

5. Allocation of 1.0 Full-Time Equivalent Information Technology (IT) Security Analyst I/II/III (M/C) and Deallocation of a 1.0 Full-Time Equivalent IT Technician I/II

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

1. Deallocate 1.0 full-time equivalent (FTE) IT Technician I/II (class 0189, salary range 408/428) in budget unit (BU) 3550-118, effective the pay period following Board approval; and
2. Allocate 1.0 FTE Security Analyst I/II/III (M/C) (class 0289, salary range 452/467/501) in BU 3550-118, effective the pay period following Board approval.

*A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

**6. Ratify Fee Agreement and Letter of Engagement with Sacks, Ricketts & Case LLP**

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

1. Ratify the Fee Agreement and Letter of Engagement signed by the County Administrative Officer/Purchasing Agent on March 26, 2019 with Sacks, Ricketts & Case LLP for an independent investigation to be conducted by Todd Simonson.

**A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

**Department of Health and Human Services: Administration****7. Professional Services Agreement with Affordable Homeless Housing Alternatives, Inc. Regarding the Provision of Mobile Hygiene Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County**

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

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Affordable Homeless Housing Alternatives, Inc. regarding the provision of mobile hygiene services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2020;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all amendments to the attached professional services agreement with Affordable Homeless Housing Alternatives, Inc. after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with Affordable Homeless Housing Alternatives, Inc. to the Department of Health and Human Services - Contract Unit for further processing.

**A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

8. Inter-Departmental Memorandum of Understanding By and Between the Humboldt County Department of Health and Human Services and the Humboldt County Public Defender's Office Regarding the Provision of Supportive Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

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

1. Approve, and authorize the Humboldt County Department of Health and Human Services Director and the Humboldt County Public Defender, or designees thereof, to execute, the attached inter-departmental memorandum of understanding regarding the provision of supportive services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2021; and
2. Authorize the Humboldt County Department of Health and Human Services Director and the Humboldt County Public Defender, or designees thereof, to execute any and all subsequent amendments to the attached inter-departmental memorandum of understanding after review and approval by County Counsel, Risk Management and the County Administrative Office.

*A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

9. Professional Services Agreement with Humboldt Senior Resource Center Regarding the Provision of Housing Assistance Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

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

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Humboldt Senior Resource Center regarding the provision of housing assistance services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2018 through June 30, 2021;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Humboldt Senior Resource Center after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return a fully executed original copy of the attached professional services agreement with Humboldt Senior Resource Center to the Department of Health and Human Services - Contract Unit for further processing.

*A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

10. Professional Services Agreement with the Housing Authority of the County of Humboldt Regarding the Provision of Housing Assistance Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

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

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with the Housing Authority of the County of Humboldt regarding the provision of housing assistance services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2021;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with the Housing Authority of the County of Humboldt after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one fully executed copy of the attached professional services agreement with the Housing Authority of the County of Humboldt to the Department of Health and Human Services - Contract Unit for further processing.

*A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

11. Professional Services Agreement with Arcata House Partnership Regarding the Provision of Emergency Shelter and Supportive Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

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

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Arcata House Partnership regarding the provision of emergency shelter and supportive services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2021;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Arcata House Partnership after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with Arcata House Partnership to the Department of Health and Human Services - Contract Unit for further processing.

*A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

### Human Resources

12. Temporary Increase in Pay for Blair Angus, Assistant County Counsel, Pursuant to Resolution 18-82 Regarding Compensation Plans for Designated Management and Confidential Employees

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

1. Authorize a temporary increase in pay for Blair Angus, Assistant County Counsel (Class 603, Salary Range 582) to the position of County Counsel retroactive to March 27, 2019.

*A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

**Planning and Building Department**

13. Retroactive compensation for Keith Ingersoll, Plan Checker, as Interim Chief Building Official (4/5 Vote Required)

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

1. Authorize Keith Ingersoll to act as the interim Chief Building Official and be compensated accordingly as allowed in Section 12.4 of the Memorandum of Understanding between the County of Humboldt and American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) effective August 6, 2019 and remaining in that capacity until a Chief Building Official is hired.

**A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

**Public Defender**

14. Agreement with Thomson Reuters West Publishing for Online Research Services

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

1. Approve the attached agreement between the County of Humboldt Public Defender and Thomson Reuters West Publishing; and
2. Authorize purchasing to execute the attached contract agreement with Thomson Reuters West Publishing for online legal research subscription services.

**A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

**Public Works**

15. Ninth Amendment to the Agreement for Professional Services with Quincy Engineering, Inc. Regarding the Provision of Design Engineering and Project Development Services Pertaining to the Replacement of the Pine Hill Road Bridge (04C-173) Over Swain Slough, Contract Number: 594020

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

1. Approve, and authorize the Chair of the Board to execute, the attached ninth amendment to the agreement for professional services with Quincy Engineering, Inc. regarding the provision of design engineering and project development services pertaining to the replacement of the Pine Hill Road Bridge; and
2. Direct the Clerk of the Board to return two (2) fully executed original copies of the attached ninth amendment to the Department of Public Works for further processing.

**A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

16. Accept Completed Contract for Williams Creek Bridge (4C-258) Replacement on Grizzly Bluff Road (2G100); Federal Project Number BRLS-5904(127); Contract Number 594209

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

1. Accept the completed contract, including all change orders approved by the Public Works Department between McCullough Construction, Inc., and Humboldt County for construction of the Williams Creek Bridge Replacement on Grizzly Bluff Road; and
2. Approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$5,231.32, which will bring the total amount paid to 100 percent of the contract.

*A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

#### **D. ITEMS PULLED FROM CONSENT**

#### **E. PUBLIC COMMENT ON NON-AGENDA ITEMS**

#### **F. SPECIAL PRESENTATIONS**

#### **G. MATTERS INITIATED BY BOARD MEMBERS**

#### **H. DEPARTMENT REPORTS**

#### **I. PUBLIC HEARINGS**

##### **Planning and Building Department**

1. Annual Review of Limits and Prescribed Distribution of Commercial Cannabis Permitting and Acreage Allowances

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

1. Open the public hearing and receive the staff report and testimony by the public;
2. Close the public hearing; and
3. Direct staff to continue to monitor applications within the critical watersheds and pursue abatement of the most egregious violations and keep the permit caps and cultivation prohibitions established by Resolution 18-43 in place.

*A motion was made by Supervisor Fennell, seconded by Supervisor Wilson, that the recommendations be approved and request that the Planning and Building department come back to the Board of Supervisors in March with updated information. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Mike Wilson, and Steve Madrone

#### **J. DISCUSSION ITEMS**

#### **K. MATTERS SET FOR TIME CERTAIN**



**L. CLOSED SESSION**

**M. ADJOURNMENT**

*I, RYAN SHARP, 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.*

RYAN SHARP

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



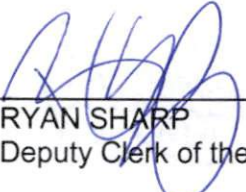
SEPTMBER 11, 2019



MINUTES  
TUESDAY, SEPTEMBER 10, 2019  
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, September 17, 2019 with the vote as shown below.

AYES: Supervisors: Fennell, Bohn, Wilson, Madrone, Bass  
NAYS: Supervisors: --  
ABSENT: Supervisors: --

  
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RYAN SHARP  
Deputy Clerk of the Board

  
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REX BOHN  
Chair of the Board