



# COUNTY OF HUMBOLDT

For the meeting of: September 20, 2016

Date: September 15, 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 September 13, 2016**

RECOMMENDATION: That the Board of Supervisors approve the Action Summary for the meeting of September 13, 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 September 13, 2016 is attached. This Action Summary encompasses all actions taken by the Board of Supervisors at their September 13, 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: *[Signature]*

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: Sept. 20, 2016

By: *[Signature]*  
Ana Hartwell, Deputy Clerk of the Board

BOARD OF SUPERVISORS

REX BOHN  
First District  
ESTELLE FENNEL  
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, September 13, 2016

9:00 AM

Regular Meeting

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**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR**

*Board of Supervisors*

1. Certificates of Recognition for Kym Kemp, the Garberville Redway Area Chamber of Commerce Citizen of the Year (Supervisor Estelle Fennell)

**Recommendation:** That the Board of Supervisors ratify authorization for the Chair to sign the Certificate of Recognition.

**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

2. California Proposition 67, Plastic Bag Ban Veto Referendum (2016) (Supervisor Mark Lovelace and Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors take a position of support for Proposition 67, as it is consistent with the Board's previous actions regarding single use plastic bags.

**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

3. Letter of Support for SB 1300 (Hernandez) - Medi-Cal: Emergency Medical Transport Providers: Quality Assurance Fee (Supervisor Ryan Sundberg)

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

**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**

4. Approval of the Action Summary - Meeting of September 6, 2016

**Recommendation:** That the Board of Supervisors approve the Action Summary from the meeting of September 6, 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. Participating Entity Agreement with Citibank N.A.

**Recommendation:** That the Board of Supervisors approve and authorize the County Administrative Officer to sign the Citibank N.A. Travel Payment System (TPS) contract for the State of California, Department of General Services (DGS) effective November 1, 2016.

**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: Mental Health**

6. Resolution to Establish a Revolving Petty Cash Fund for Humboldt County Department of Health and Human Services Mental Health/Administration and Programs in the Amount of \$2,200.00

**Recommendation:** That the Board of Supervisors adopt Resolution # \_\_\_\_\_ to establish a revolving Petty Cash Fund for the Humboldt County Department of Health and Human Services (DHHS) Mental Health/Administration and Programs, Budget Unit #424, Fund 1170, as follows: Mental Health Administration and Programs 1170-424-2123 Special Departmental Expense -- \$2,200.00; and rescind Resolution #15-112 that was approved by the Board on October 13, 2015 (Item C-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

7. Reappointment to the Humboldt County Behavioral Health Board

**Recommendation:** That the Board of Supervisors reappoint Steven Bridenbaugh to the Humboldt County Behavioral Health Board for a three year term.

**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: Public Health**

8. Request to Increase Ambulance Fees for Service Area 1, Northwestern Humboldt County

**Recommendation:** That the Board of Supervisors approve and authorize an increase in billing rates for ambulance services provided in Service Area 1, Northwestern Humboldt County.

**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

9. State Standard Agreement with California Dept. of Public Health, Office of AIDS for the Housing Opportunities for Persons with AIDS/HIV for Fiscal Years 2016-19

**Recommendation:** That the Board of Supervisors approve the State Standard Agreement number 16-10297 with California Dept. of Public Health (CDPH), Office of AIDS in the amount of \$169,161 for the period of July 1, 2016 through June 30, 2019; authorize the Director of Public Health to sign four (4) originals of the cover page of the Agreement and Certifications; and authorize the Director of Public Health to approve all future amendments to Agreement Number 15-11054 with CDPH.

**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: Social Services**

10. Allocate One Social Worker Supervisor II in Fund 1160, Budget Unit 511

**Recommendation:** That the Board of Supervisors approve one allocation of one (1.00 FTE) Social Worker Supervisor II (job class 0714, salary range 471) position in fund 1160, budget unit 511; effective immediately upon Board approval.

**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

**Human Resources**

11. Approve the Adoption of the New Classification of Purchasing Coordinator; Remove the Classification of Senior Buyer from the Compensation Plan for Management and Confidential and Elected and Appointed Department Heads for FY 2016-2017; Reallocate the Senior Buyer Position Currently Held by Beverly Pixley in Budget Unit 115 to Purchasing Coordinator

**Recommendation:** That the Board of Supervisors adopt the new classification of Purchasing Coordinator (salary range 406, class number 0221, employee unit 08) into the classification plan; adopt Resolution No. \_\_\_\_\_, (attached) approving the Amendment to Attachment 1 of Exhibit A of the Compensation Plan for Management and Confidential and Elected and Appointed Department Heads for fiscal year 2016-2017 to:

Include the classification of Purchasing Coordinator (salary range 406, class number 0221, employee unit 08) into the classification plan; and

Remove the Senior Buyer job classification (salary range 380, class number 0655) from the classification plan; and

reallocate the Senior Buyer position (salary range 380, class 0665, position 01) currently occupied by Beverly Pixley in budget unit 115 to Purchasing Coordinator (salary range 406, class 0221) effective the beginning of the bi-weekly pay period following adoption by the Board.

***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**

12. Garberville Airport Runway, Parallel Taxiway, and Taxiway Connectors Rehabilitation and Run-Up Apron Improvements; FAA AIP NO.: 3-06-0092-010-2016; Contract No.: 919275

**Recommendation:** That the Board of Supervisors receive and file the bids for Garberville Airport (016) Runway, Parallel Taxiway, and Taxiway Connectors Rehabilitation and Run-Up Apron Improvements; award the contract to Mercer-Fraser Company for the total amount of \$2,181,990.00; authorize the Chairperson to execute the project agreement upon submittal of the appropriate bonds and insurance; authorize the Chairperson to sign four (4) copies of the Agreement for Airport Consultant Services with Mead & Hunt, Inc., for Garberville Airport (016) Runway, Parallel Taxiway, and Taxiway Connectors Rehabilitation and Run-Up Apron Improvements Construction, for an amount not to exceed \$152,491 (One Hundred Fifty-Two Thousand Four Hundred Ninety-One Dollars); direct the Clerk of the Board to return three (3) fully executed copies of the Consultant Services Agreement with Mead & Hunt to Public Works; and authorize the Director of Public Works to execute a California Aid to Airports Program (CAAP) Grant Agreement for matching funds.

***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

**Treasurer/Tax Collector**

13. Renewal of State of California Standard Agreement Number M7103485 between the Employment Development Department (EDD) and County of Humboldt, Revenue Recovery

**Recommendation:** That the Board of Supervisors authorize the Treasurer-Tax Collector to sign the State of California Standard Agreement Number M7103485 between the Employment Development Department (EDD) and County of Humboldt, Revenue Recovery; and direct the Clerk of the Board to return the original agreements to the Treasurer-Tax Collector for processing.

**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

14. State of California Standard Agreement Number C1600080 between the Franchise Tax Board-Court Ordered Debt (FTB-COD) Collection Program and County of Humboldt, Revenue Recovery

**Recommendation:** That the Board of Supervisors authorize the Treasurer/Tax Collector to sign the State of California Standard Agreement Number C1600080 between the Franchise Tax Board-Court Ordered Debt (FTB-COD) Collection Program and County of Humboldt, Revenue Recovery.

**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

**D. SPECIAL PRESENTATIONS****Board of Supervisors**

1. Fern Cottage 150th Anniversary Resolution (Supervisor Rex Bohn)

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

**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. Certificate of Recognition Honoring Kitty Yancheff for Her Life-Saving Efforts to Revive an Opioid Overdose Victim (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors authorize the Chair to sign the Certificates of Recognition.

**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. Childhood Cancer Awareness Month (Supervisor Rex Bohn)

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

**A motion was made by Supervisor Bohn, 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. Proclamation for National Boys and Girls Clubs Day on Saturday, September 17, 2016 (Supervisor Rex Bohn)

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

**A motion was made by Supervisor Bohn, seconded by Supervisor Sundberg, 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. MATTERS SET FOR TIME CERTAIN**

**F. ITEMS PULLED FROM CONSENT**

**G. MATTERS INITIATED BY BOARD MEMBERS**

**H. DEPARTMENT REPORTS**

**County Administrative Office**

1. Presentation on the County's 2016 State Legislative Program

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

**Approved per order of the Chair.**

2. Responses to 2015-16 Grand Jury Reports: Best Practices in Purchasing/Procurement; the Humboldt County Behavioral Health Board

**Recommendation:** That the Board of Supervisors review and modify as necessary the proposed Grand Jury responses from the Board of Supervisors (Attachment 2) and County Administrative Office, under the appointment authority of the Board of Supervisors (Attachment 3); receive a report from the Auditor-Controller (Attachment 4); review and modify as necessary the proposed Grand Jury response from the Board of Supervisors (Attachment 6); receive a report from the Behavioral Health Board (Attachment 7); approve the documents, as may be modified, as the response; direct the Clerk of the Board, within five working days, to submit the final response with an accompanying Board Order to the 2015-16 Grand Jury and the Presiding Judge of the Superior Court; and direct the Clerk of the Board, within five working days, to submit two copies of all responses to the County Clerk/Recorder, one of which will be forwarded to the State Archivist, together with a copy of the original report.

**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

### **Planning and Building Department**

#### **3. General Plan Update Schedule**

**Recommendation:** That the Board of Supervisors modify the Board's review schedule for completion of work tasks for the revised Draft Environmental Impact Report (DEIR) and the Draft General Plan.

**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

### **Public Works**

#### **4. Proposed Expenditure Plan for Measure U Funds**

**Recommendation:** That the Board of Supervisors review the proposed five year expenditure plan for Measure U funds; provide direction to staff on any recommended changes to the proposed expenditure plan; and authorize the Director of Public Works to make changes to the proposed initial five (5) year expenditure plan as directed by the Board and submit the plan to the Consultant working for the Humboldt County Association of Governments (HCAOG) to bring information on Measure U to the voting public.

**A motion was made by Supervisor Fennell, seconded by Supervisor Sundberg, 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

## **I. CLOSED SESSION**

1. It is the intention of the Board of Supervisors to meet in closed session to consider the Appointment for the positions of Director of Planning and Building Department pursuant to Government Code sections 54954.5 and 54957.

**The Board of Supervisors met in closed session to consider the Appointment for the positions of Director of Planning and Building Department pursuant to Government Code sections 54954.5 and 54957. There was no action to report.**

2. It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of County Counsel pursuant to Government Code sections 54954.5 and 54957.

**The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of County Counsel pursuant to Government Code sections 54954.5 and 54957. There was no action to report.**



3. It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of County Administrative Officer pursuant to Government Code sections 54954.5 and 54957.

*The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of County Administrative Officer pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

#### **J. PUBLIC COMMENT ON NON-AGENDA ITEMS – 1:30 P.M.**

#### **K. ADMINISTRATIVE ABATEMENT HEARINGS**

#### **L. PUBLIC HEARINGS**

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

1. Medical Marijuana Land Use Ordinance (MMLUO) - Phase IV. Commercial Medical Marijuana Ordinance (CMMLUO), Correcting and Clarifying Amendments. Case Number OR-16-003

**Recommendation:** That the Board of Supervisors introduce the proposed Ordinance amending Humboldt County Code sections 313-55.4 and 314-55.4 [Attachment A] by title and waive further reading; open the public hearing, receive and consider the staff report and proposed determination of exempt status under CEQA, accept public comment, and close the public hearing; deliberate on the proposed Ordinance; adopt Resolution No. \_\_\_\_ [Attachment B] approving the proposed Zoning Ordinance changes. Approval of the proposed amendments to Chapter 4 of the Zoning Regulations (Outside the Coastal Zone) will become effective 30 days from the date of its passage. Approval of the proposed amendments to Chapter 3 (Inside the Coastal Zone) will become effective upon certification by the California Coastal Commission; direct the Planning & Building Department - Current Planning Division to transmit the Local Coastal Program Amendments to the California Coastal Commission for certification in accordance with the Coastal Act; direct the Clerk of the Board to publish a Summary of the Ordinance within 15 days after adoption by the Board, along with the names of those Supervisors voting for and against the ordinance [Attachment C] and to post in the Office of the Clerk of the Board of Supervisors a certified copy of the full text of the adopted ordinance along with the names of those Supervisors voting for and against the ordinance; and direct the Clerk of the Board to give notice of the decision to any interested parties.

***A motion was made by Supervisor Fennell, seconded by Supervisor Sundberg, to approve staff recommendations with approval of the supplemental changes that came in today. The motion carried by the following vote:***

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

**M. AFTERNOON DISCUSSION ITEMS****Planning and Building Department**

1. Proposed Project Description for Environmental Impact Report for Commercial Cannabis Operations Land Use Ordinance

**Recommendation:** That the Board of Supervisors review the attached proposed Project Description for the Environmental Impact Report (EIR) for Commercial Cannabis Activity, direct staff to make any desired changes or modifications, and approve the Project Description and direct staff to prepare a Request for Proposals (RFP) and/or Request for Quotations (RFQ) for preparation of a programmatic EIR.

**A motion was made by Supervisor Fennell, seconded by Supervisor Sundberg, to direct staff to create an RFQ to ask respondents to address a phased approach encompassing all six (6) phases as enumerated in the staff report. The motion carried by the following vote:**

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

**Board of Supervisors**

2. 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*



September 13, 2016



MINUTES  
TUESDAY, SEPTEMBER 13, 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, September 20, 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