

BOARD OF SUPERVISORS

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



COUNTY STAFF

ELISHIA HAYES  
County Administrative Officer  
SCOTT MILES  
Interim 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, February 7, 2023

9:00 AM

Regular Meeting - Hybrid

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**A. ROLL CALL**

Present: 5 - Supervisor Rex Bohn, Supervisor Michelle Bushnell, Supervisor Mike Wilson, Supervisor Natalie Arroyo, and Supervisor Steve Madrone

Absent: 0

**B. SALUTE TO THE FLAG**

**C. MODIFICATIONS TO THE AGENDA**

**D. CONSENT CALENDAR**

**Approval of the Consent Agenda**

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve the Consent Calendar. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**Board of Supervisors**

**1. Grand Jury Awareness Month (Supervisor Rex Bohn)**

*Recommendation:* That the Board of Supervisors:

1. Adopt the proclamation.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff*

*recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

2. The Greater Eureka Chamber of Commerce 2022 Business Award Winners (Supervisor Natalie Arroyo)

*Recommendation:* That the Board of Supervisors:

1. Ratify the Chair's signature.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

3. Continuation of the Local Emergency Due to Drought (Supervisor Steve Madrone)

*Recommendation:* That the Board of Supervisors:

1. Declare that a local emergency remains in effect, per Resolution 21-77, until March 7, 2023, enabling the County of Humboldt and other local government entities to adequately plan, prepare and implement policy to be able to effectively respond to the threat posed by the drought.
2. Authorize the Chair to sign the resolution re-authorizing the existence of a local emergency due to drought for the period of February 7, 2023 through March 7, 2023.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

4. Resolution and Letter of Support for Samuel Bud Merryman, Jr. Designating a Portion of State Highway 101 from Postmile Marker 95 to Postmile Marker 97 in His Memory (Supervisor Steve Madrone)

*Recommendation:* That the Board of Supervisors:

1. Adopt the resolution and authorize the Chair to sign the letter of support.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

5. Appoint Erin Degenstein to the Human Rights Commission Representing the Fourth District (Supervisor Natalie Arroyo)

*Recommendation:* That the Board of Supervisors:

1. Receive and file the report.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

6. Appoint Bruce Cann to the Fish and Game Advisory Commission Representing the Third District (Supervisor Mike Wilson)

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

1. Receive and file the report.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

7. Appoint Nazanin Szanto to the Human Rights Commission Representing the Second District (Supervisor Michelle Bushnell)

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

1. Receive and file the report.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

8. Resolution Recognizing the Humboldt Arts Council and the State-Local Partnership Program (Supervisor Steve Madrone)

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

1. Authorize the Chair to sign the resolution recognizing the Humboldt Arts Council and the State-Local Partnership Program.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

### Clerk of the Board

9. Board of Supervisors Teleconferencing Meetings and AB 361: Continuation of Emergency

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

1. Find that the Board has reconsidered the circumstances of the state of emergency that continues to exist, and the current COVID-19 public health emergency related to in-person meetings continues to present an imminent risk to health and safety of attendees.
2. Authorize the Chair to sign the resolution re-authorizing remote teleconference meetings for the period of Feb. 7, 2023 through March 7, 2023.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

10. Correction to Board of Supervisors Meeting Action Summary Dated January 10, 2023

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

1. Approve the revised Action Summary for the January 10, 2023, Board of Supervisors meeting.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**11. Approval of the Action Summary - Meeting of January 31, 2023**

*Recommendation:* That the Board of Supervisors:

1. Approve the Action Summary for the meeting of January 31, 2023, and authorize the Clerk of the Board and the Board Chair to sign the minute book in accordance with California Governmental Code Section 25103.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

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

**12. Accept a Donation of \$4,000 for Car Seat Checkup Events from the American Automobile Association (AAA) Child Passenger Safety Donation Program and Supplemental Budget (4/5 Vote Required)**

*Recommendation:* That the Board of Supervisors:

1. Accept a donation of \$4,000 for car seat checkup events.
2. Authorize the Director of Public Health Nursing or their designated representative to accept the award of the funds.
3. Direct the Auditor-Controller to supplement Fund 1175, Budget Unit 420001 - Child Passenger Safety Program for the fiscal year 2022-23 (4/5 vote required).

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**13. Memorandum of Understanding with Partnership HealthPlan of California Regarding Implementation of the Housing and Homelessness Incentive Program in Humboldt County**

*Recommendation:* That the Board of Supervisors:

1. Approve, and authorize the Department of Health and Human Services Director, or a designee thereof, to execute, the attached memorandum of understanding with Partnership HealthPlan of California regarding implementation of the Housing and Homelessness Incentive Program in Humboldt County for the period of Feb. 7, 2023 through Dec. 31, 2027;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute and submit any and all amendments to the attached memorandum of understanding with Partnership HealthPlan of California, and any other applications, agreements, amendments, certifications, attestations and documents required or deemed necessary for the Department of Health and Human Services to secure funding made available through the Housing and Homelessness Incentive Program, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to provide the Department of Health and Human Services - Contract Unit with one fully executed certified copy of the Board Order related to this item.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**14. Recommended Allocations of Funding Made Available through the Homeless Housing, Assistance and Prevention Program**

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

1. Approve the recommended allocations of funding made available through the Homeless Housing, Assistance and Prevention Program;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to enter into contract negotiations with the selected organizations; and
3. Direct the Clerk of the Board to provide the Department of Health and Human Services - Contract Unit with a fully executed certified copy of the Board Order relating to this item.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

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

**15. Memorandum of Understanding with Mendocino County Regarding the Provision of Patients' Rights Advocacy Services to be Exchanged, for Coverage in Each County**

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

1. Approve, and authorize the Chair of the Board to execute, the attached memorandum of understanding with Mendocino County regarding the provision of reciprocal coverage of patients' rights advocacy services for the period of upon execution through December 31, 2024;
2. Authorize the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached memorandum of understanding with Mendocino County, 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 (1) fully executed original copy of the attached memorandum of understanding with Mendocino County, to the Department of Health and Human Services - Contract Unit for further processing.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**16. Application Process for Collaborative Partnership Agreements Regarding the Provision of Professional Services Intended to Reduce the Number of Adverse Childhood Experiences Occurring Within Humboldt County**

*Recommendation:* That the Board of Supervisors:

1. Approve the attached collaborative partnership agreement application package for fiscal year 2023-2024;
2. Approve the attached collaborative partnership agreement templates regarding the provision of professional services intended to reduce the number of Adverse Childhood Experiences occurring within Humboldt County for fiscal year 2023-2024;
3. Authorize the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute collaborative partnership agreements that are substantially similar to the attached collaborative partnership agreement templates, and any subsequent amendments thereto, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
4. Direct the Clerk of the Board to return one copy of the Board Order regarding this item to the Department of Health and Human Service - Contract Unit.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**Human Resources**

17. Professional Services Agreement Amendment with Shaw HR Consulting

*Recommendation:* That the Board of Supervisors:

1. Authorize the Chair of the Board of Supervisors to execute a professional services agreement amendment with Shaw HR Consulting increasing the amount from \$150,000 to \$200,000 for FY 22-23; and
2. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with the Human Resources Department for further processing.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**Libraries**

18. Memorandum of Understanding by and between the County of Humboldt and College of the Redwoods for Fiscal Year 2022-2023

*Recommendation:* That the Board of Supervisors:

1. Authorize the Director of Library Services to execute the agreement by and between County of Humboldt and College of the Redwoods, for free adult education instruction.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**Probation**

20. Supplemental Budget for Probation, Juvenile Hall Budget Unit 234, for the Replacement of HVAC Units on the Regional Facility (4/5ths Vote Required)

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

1. Approve the attached supplemental budget for Probation Juvenile Hall, budget unit 234 (4/5 vote required);
2. Approve the establishment of a fixed asset line in excess of \$10,000 in 1100-234-8428.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

21. Agreement with Del Norte County Probation Department for the Placement of Juvenile Court Wards at Humboldt County Juvenile Hall

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

1. Approve, and authorize the Chair of the Board to execute, the attached agreement with the Del Norte County Probation Department regarding the placement of juvenile court wards from Del Norte County in the Humboldt County Juvenile Hall in the amount of \$115 per ward, per day not to exceed a total of \$300,000 for the period of February 2023 through June 30, 2025;
2. Authorize the Chief Probation Officer to execute any and all subsequent amendments to the attached agreement with Del Norte County Probation Department, after review and approval by County Counsel, Risk Management and the County Administrative Office;
3. Direct the Clerk of the Board to return one fully executed original copy of the attached agreement with Del Norte County Probation Department to: Elisha Hardison, Legal Office Business Manager for Humboldt County Probation, for further processing.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

22. Retirement Resolution for Sherri McKenna, Humboldt County Probation Department

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

1. Authorize the Chair to sign the resolution.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

### **Public Works**

23. Bid Award Authorization for Pine Hill Road over Swain Slough Bridge No. 04C-0260

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

1. Receive and file the bid proposals submitted for Pine Hill Road over Swain Slough Bridge No. 04C-0260;
2. Find that the project is exempt from environmental review pursuant to Section 15302 of the California Environmental Quality Act Guidelines;
3. Award the project agreement to McCullough Construction, Inc. for the total amount of \$4,477,887.27;
4. Authorize the Chair of the Board to execute the project agreement upon submittal of the appropriate bonds and insurance; and
5. Authorize the Public Works Director to execute contract change orders up to the amount of \$210,000.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

### Sheriff

24. Allocation of 1.0 Full-Time Equivalent Program Coordinator in the Sheriff's Office of Emergency Services and Appropriation Transfer from Contingencies (4/5 Vote Required)

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

1. Allocate 1.0 Full-Time Equivalent Program Coordinator (Class 1425, Salary Range 446) in the Sheriff Office of Emergency Services Budget Unit (1100-221800); and
2. Approve the attached appropriation transfer from contingencies for FY2022-23 in the amount of \$50,105 for the Sheriff's Office of Emergency Services budget 1100-221800 (4/5 vote required).

**A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

25. Position Allocation Modification for Sheriff's Office to Deallocate 1.0 Full-Time Equivalent (FTE) Food Services Supervisor and 2.0 Correctional Cook and Allocate 3.0 FTE Correctional Work Crew Leader

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

1. Approve the allocation of 3.0 FTE Correctional Work Crew Leader (class 0427, salary range 405) in budget unit 1100-243 effective immediately; and
2. Approve the deallocation of 1.0 FTE Food Services Supervisor (class 0283, salary range 399) in budget unit 1100-243 effective immediately; and
3. Approve the deallocation of 2.0 FTE Correctional Cook (class 0433, salary range 353) in budget unit 1100-243 effective immediately.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

26. Establish a Fixed Asset Line for Budget Unit 3884-127 Inmate Welfare Fund (IWF) and Approve Appropriation Transfer (4/5 Vote Required)



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

1. Approve an appropriation transfer request establishing a fixed asset line in fiscal year (FY) 2022-2023 Budget Unit 3884-127 IWF for the purchase of an inmate clothing property sealer. (Attachment 1) (4/5 vote required)

**A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

27. Continuation of Local Emergency Due to the 6.4 Magnitude Earthquake Occurring on Dec. 20, 2022 (Supervisor Steve Madrone)

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

1. Declare that a local emergency remains in effect until March 7, 2023 enabling the County of Humboldt and other local government entities to adequately plan, prepare and implement policy to be able to effectively respond to the threat posed by the 6.4 magnitude earthquake occurring on Dec. 20, 2022.
2. Authorize the Chair to sign the resolution re-authorizing the existence of a local emergency due to the 6.4 Magnitude Earthquake that occurred on Dec. 20, 2022

**A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

28. Continuation of Local Emergency Due to Consecutive Major Winter Storm Events Commencing on Jan. 3, 2023, Which Have Resulted in Downed Trees, Disrupted Utility Services, Damaged and Flooded Roadways, Mudslides and Damaged Homes, Such Damages Exceeding Available County Resources (Supervisor Steve Madrone)

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

1. Declare that a local emergency remains in effect until March 7, 2023 enabling the County of Humboldt and other local government entities to adequately plan, prepare and implement policy to be able to effectively respond to the threat posed by the consecutive major winter storm events commencing on Jan. 3, 2023, which have resulted in downed trees, disrupted utility services, damaged and flooded roadways, mudslides and damaged homes, such damages exceeding available county resources;
2. Authorize the Chair to sign the resolution re-authorizing the existence of a local emergency due to consecutive major winter storm events commencing on January 3, 2023, which have resulted in downed trees, disrupted utility services, damaged and flooded roadways, mudslides and damaged homes, such damages exceeding available county resources.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

### **Treasurer/Tax Collector**

29. Appointment of Board of Directors - Humboldt County Public Property Leasing Corporation

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

1. Appoint the following individuals as Directors of the Humboldt County Public Property Leasing Corporation (HCPPLC) effective this date for the remainder of the 2023 and 2024 calendar years.

Daniel Sweet - President

Bruce Rupp - Secretary

Greg Bowen - Treasurer

*A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

## E. PUBLIC COMMENT ON NON-AGENDA ITEMS

## F. SPECIAL PRESENTATIONS (See Matters Set for Time Certain)

## G. ITEMS PULLED FROM CONSENT

### Planning and Building Department

19. Supplemental Budget in the Amount of \$100,000 to Complete the Titlow Hill General Plan Amendment (GPA), Rezone associated Conditional Certificates of Compliance and Environmental Impact Report (EIR) (4/5 Vote Required)

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

1. Approve the supplemental budget (Attachment 2), transferring \$100,000 from Fund 3575 to the Planning Building Advanced Planning Division (1100-277) to complete the work on the Titlow Hill GPA, Rezone, EIR Conditional Certificates of Compliance applications (4/5 vote required).

*A motion was made by Supervisor Bushnell, seconded by Supervisor Bohn, to approve staff recommendations and to include the following amendment:*

*1. The County will contribute up to \$50,000 with matching funds from the property owners to form a road maintenance association in order to continue the work on the Titlow Hill GPA, Rezone and EIR Conditional Certificates of Compliance Applications.*

*The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Michelle Bushnell, Natalie Arroyo, and Steve Madrone

Nay: 1 - Mike Wilson

## H. MATTERS INITIATED BY BOARD MEMBERS

## I. DEPARTMENT REPORTS

### Clerk of the Board

1. Consider Amendments and Updates to the Protocol for Board of Supervisor Appointments

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

1. Review and approve the attached protocol for Board of Supervisor Appointments;
2. Review the current list of Humboldt County Board Appointed Committees, Commissions, and Boards 2023 (Attachment A). The Board may recommend changes as needed;
3. Approve the updated Appendix 1 - Format for Board Member Notification of Appointment;
4. Approve the updated Appendix 2 - Format for the Clerk of the Board item Notice of Vacancy;
5. Approve the updated appendix 3 - Format for the Clerk of the Board item to Consider Making the At-Large Appointment;
6. Approve the updated Attachment B - Committees, Commissions, and Boards Exempt from the Appointment Protocol.

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

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**County Administrative Office**

2. Mid-Year Budget Review for Fiscal Year (FY) 2022-2023 and Budget Outlook for FY 2023-2024

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

1. Receive and file a review of the current FY 2022-23 budget and the budget outlook for FY 2023-2024;
2. Direct the County Administrative Officer (CAO) to prepare the FY 2023-2024 budget based on the following parameters;
  - a. Set departmental allocations from the General Fund to remain the same as FY 2022-23 (including the 10% vacancy allowance);
  - b. Limit requests for additional General Fund appropriations to only those which prevent layoffs and allow departments to recommend furloughs, hiring freezes, or staffing reductions in their departments in order to minimize impact to essential services;
  - c. Allocate one-time funding to one-time expenditures to balance department budgets and prioritize use of department trust fund balances over new or increased General Fund allocations and requests;
  - d. Set the annual departmental contributions to Public Agency Retirement Services (PARS) to 2% of annual salaries;
  - e. Suspend the annual contribution to Deferred Maintenance Trust Fund (3464) for FY 2023-2024;
  - f. Increase the transfer from the Tax Loss Reserve to \$2 million, so long as the minimum reserve is retained;
  - g. Reduce trust and reserve funds to the minimum balance required by county policy, ordinance or Government Code. Consider transferring to General Reserve as a fiscal precaution to an extended recession in Humboldt County;
  - h. Reallocate ARPA funding not committed or expended by end of FY 2022-2023;
  - i. Provide additional direction to staff on actions to close the FY 2023-2024 projected General Fund budget deficit;
3. Appoint two (2) Board Members to a Budget Ad Hoc Committee; and
4. Provide additional direction to staff as appropriate.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, that the staff recommendations be approved, and include the appointment of Supervisor Bushnell and Supervisor Arroyo to the Budget AdHoc Committee. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**3. Transient Occupancy Tax (TOT) Workgroup Recommendations Regarding Funding Related to Measure J**

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

1. Determine the levels of Measure J funding to allocate to the agencies referenced in this report through Fiscal Year (FY) 2024-25;
2. Direct staff to return with a supplemental budget, as needed, to implement the Board's direction;
3. Authorize the County Administrative Office to enter into agreements and amendments necessary to implement the Board's direction, after review from Risk Management and County Counsel; and
4. Take other action as appropriate.

*A motion was made by Supervisor Arroyo, seconded by Supervisor Wilson, to approve staff recommendations as amended below:*

*1. Authorize a distribution of funds as follows:*

- 30% to Housing
- 30% to Arts
- 30% to Safety
- 10% to Film
- 0% to Tourism

*2. Revisit in 2024 to determine if the funds need to be reallocated.**The motion carried by the following vote:*

Aye: 3 - Mike Wilson, Natalie Arroyo, and Steve Madrone

Nay: 2 - Rex Bohn, and Michelle Bushnell

**Planning and Building Department****4. Abatement Costs for Upcoming Abatements in Budget Year 2022-2023***Recommendation:* That the Board of Supervisors:

1. Review the upcoming Code Enforcement nuisance abatement cases and anticipated costs, and establish priorities associated with county-led abatements for the remainder of the 2022-2023 fiscal year.
2. Discuss potential funding sources and direct staff, as necessary, to return to the Board with options to fund additional county-led abatements for the remainder of the 2022-2023 fiscal year.
3. Provide direction for the Planning and Building Department, as needed.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Bohn, that the recommendations be approved as amended below:*

- 1. Approve an advance of \$250,000 to the Code Enforcement Unit to abate Green Valley Motel in addition to the other four properties identified in the presentation and to reduce next year's allocation to the Code Enforcement Department by \$250,000.*

*The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

**5. Selection of Water Storage/Conservation and Renewable Energy System Projects for Funding through the Department of Cannabis Control's (DCC) Local Jurisdiction Grant Assistance Program (Case # PLN-2021-17446)**

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

1. Receive and consider the staff report;
2. Deliberate on the submitted applications shown in Attachments 3 - 6;
3. Select the applications for funding in Round 1, Round 2 and Round 3 by adopting the Resolution in Attachment 1;
4. Direct and authorize Planning and Building Department staff to execute agreements with the selected Round 1 applicants based on the template agreements in Attachment 2 and approved by County Counsel and Risk Management, and disburse funding for the selected applications;
5. Direct and authorize Planning and Building Department staff when funding becomes available for Round 2, to seek Board approval of a supplemental budget and execute agreements with the applicants based on the template agreements in Attachment 2 and approved by County Counsel and Risk Management and disburse the funding for the selected Round 2 applications; and
6. Direct and authorize Planning and Building Department staff when/if funding becomes available for Round 3, to seek Board approval of a supplemental budget and execute agreements with the applicants based on the template agreements in Attachment 2 and approved by County Counsel and Risk Management and disburse the funding for the selected Round 3 applications.

*A motion was made by Supervisor Bushnell, seconded by Supervisor Bohn, to approve staff recommendations as submitted and to direct staff to return in 6 months with an update. The motion carried by the following vote:*

Aye: 3 - Rex Bohn, Michelle Bushnell, and Natalie Arroyo

Nay: 2 - Mike Wilson, and Steve Madrone

### **Public Works**

6. Introduction of an Ordinance Amending Traffic Regulations in the Eureka, Arcata and Westhaven Areas

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

1. Introduce an Ordinance of the Board of Supervisors of the County of Humboldt Amending Section 421-3 Relating to Boulevard Stops in Westhaven Area; Amending Section 421-5 Relating to Boulevard Stops in the Eureka Area and Amending Section 431-35 Relating to Parking Restrictions in the Arcata Area, all of Title IV of the Humboldt County Code by title and waive the first reading;
2. Find that the proposed ordinance is exempt from California Environmental Quality Act (CEQA) Guidelines pursuant to California Code of Regulations, Title 14, Chapter 3, Section 15301 - "Existing Facilities" and Section 15304 - "Minor Alterations to Land";
3. Set the attached ordinance for adoption at least one (1) week away from the date of the Board of Supervisors meeting at which the ordinance is first introduced;
4. Direct the Clerk of the Board of Supervisors to publish the pre-adoption summary of the attached ordinance and to post a certified copy of the full text of the ordinance in the office of the Clerk of the Board of Supervisors at least five (5) days prior to the Board of Supervisors meeting at which the ordinance will be adopted [California Government Code Section 25124(b)(1)]; and
5. Direct the Clerk of the Board of Supervisors, within fifteen (15) days after adoption of the attached 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 of Supervisors 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 [California Government Code Section 25124(b)(1)].

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

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

## J. PUBLIC HEARINGS

## K. DISCUSSION ITEMS

## L. MATTERS SET FOR TIME CERTAIN

### DHHS: Administration - Special Presentation

1. 9:30 AM - 2022-2027 Community Health Improvement Plan

**Recommendation:** That the Board of Supervisors: Receive and File this 2022 Community Health Improvement Plan ("CHIP") in Support of Live Well Humboldt's Five-Year Collective Impact Strategy for the County.

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

Aye: 5 - Rex Bohn, Michelle Bushnell, Mike Wilson, Natalie Arroyo, and Steve Madrone

### County Counsel - Closed Session

2. 1:00 PM Closed Session - Conference with Legal Counsel – Pursuant to Government Code Section

54956.9(d)(1) to Discuss Existing Litigation in the Case of J.K. v. County of Humboldt, Humboldt County Superior Court Case No. CV2201621

*The Board voted unanimously to authorize the Risk Manager to enter into an agreement with the Mitchell Law Firm to defend this case.*

- 3. 1:00 PM Closed Session - Conference with Legal Counsel – pursuant to Government Code Section 54956.9(d)(1) to discuss existing litigation in the case of Citizens Protecting Humboldt Bay v. County of Humboldt, et al., Humboldt County Superior Court Case No. CV2201594

*The Board voted unanimously to authorize the Risk Manager to enter into a Common Interest Agreement with Nordic Aqua Farms and the Humboldt Bay Harbor Recreation and Conservation District.*

**Board of Supervisors - Closed Session**

- 4. 1:00 PM Closed Session - Pursuant to Government Code Sections 54954.5 and 54957 to consider a Public Employee Performance Evaluation for the position of the Director of Public Works.

*There was no reportable action.*

- 5. 1:00 PM Closed Session - Pursuant to Government Code Sections 54954.5 and 54957 to consider a Public Employee Performance Evaluation for the position of the Director of Department of Health and Human Services.

*There was no reportable action.*

**M. CLOSED SESSION (See Matters Set for Time Certain)**

*I, NIKKI TURNER, 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.*

NIKKI TURNER

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



02/07/2023