

BOARD OF SUPERVISORS

REX BOHN  
Vice-Chair - First District  
ESTELLE FENNEL  
Second District  
MIKE WILSON  
Third District  
VIRGINIA BASS  
Fourth District  
RYAN SUNDBERG  
Chair - 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, February 6, 2018**

**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. Proclaim February 2018 as Teen Dating Violence Awareness and Prevention Month in Humboldt County (Supervisor Ryan Sundberg)

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

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

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

2. National Children's Dental Health Proclamation (Supervisor Virginia Bass)

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

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

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

3. Adjourned in Memory Certificate for Jim Bernard (Supervisor Ryan Sundberg)

*Recommendation:* That the Board of Supervisors authorize Board Members to sign the Certificate.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

4. Certificates of Recognition for the Boys & Girls Club of the Redwoods 2018 Youth of the Year Award Recipient (Supervisor Ryan Sundberg)

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

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

5. Resolution Authorizing Road Closures for the 47th Annual Avenue of the Giants Marathon, Half Marathon and 10K Race on Sunday, May 6th, 2018 (Supervisor Estelle Fennell)

*Recommendation:* That the Board of Supervisors authorize the Chair to sign the resolution, and direct the Clerk of the Board to mail a fully executed copy to Paul Kraus, Six Rivers Running Club, P.O. Box 214, Arcata, CA 95518.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

6. Appreciation Letter to George Ann Wence for Service on the Behavioral Health Board (Supervisor Ryan Sundberg)

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

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**Clerk of the Board**

7. Approval of the Action Summary - Meeting of January 23, 2018

*Recommendation:* That the Board of Supervisors approve the Action Summary for the meeting of January 23, 2018 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 Bass, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**8. Notice of Vacancy on Humboldt County Housing Authority Commission**

*Recommendation:* That the Board of Supervisors receive and file.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**County Administrative Office****9. First Amendment to Measure Z Memorandums of Understanding with City of Eureka and K'ima:w Medical Center for Fiscal Year 2017-18; and Memorandum of Understanding with Humboldt Community Access and Resource Center, by and through 2-1-1 Humboldt, for Fiscal Year 2017-18**

*Recommendation:* That the Board of Supervisors approve the First Amendment to the Memorandums of Understanding (MOU) for Fiscal Year (FY) 2017-18 with the following agencies: City of Eureka and K'ima:w Medical Center (KMC); approve the MOU with Humboldt Community Access and Resource Center, by and through 2-1-1 Humboldt (2-1-1), for FY 2017-18; authorize the Chair of the Board to execute the First Amendments to the MOUs and the MOU; and direct the Clerk of the Board to return two copies of each First Amendment to the MOUs and the MOU to the County Administrative Office for processing.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**10. Local Fire District Allocations for Fiscal Year 2017-18 for the Blue Lake, Fortuna, Loleta, Rio Dell, and Whitethorn Fire Protection Districts; and the Carlotta and Orick Community Services Districts**

*Recommendation:* That the Board of Supervisors authorize the Chair of the Board to execute agreements with the Blue Lake, Fortuna, Loleta, Rio Dell, and Whitethorn Fire Protection Districts (FPD); and the Carlotta and Orick Community Services Districts (CSD) for revenue-sharing of the county's Fiscal Year (FY) 2017-18 Proposition 172 (Prop 172) funding; and direct the Clerk of the Board to submit one copy of each agreement to the County Administrative Office for processing.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**11. Auditor-Controller Management and Accounting Review**

**Recommendation:** That the Board of Supervisors direct the County Administrative Officer to secure an independent firm(s) with organizational and accounting expertise to conduct a management and accounting review of the Auditor-Controller's Office pursuant to Government Code Section 25303; and direct the County Administrative Officer and Auditor-Controller and their staff to participate in a management and accounting review.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**County Clerk/Recorder/Registrar of Voters****12. Supplemental Budget for the Continuation of the Agreement with BMI Imaging Software System and Supplemental Budget (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors direct the Auditor's Office to implement the attached supplemental budget (4/5 vote required); and direct the County Clerk/Recorder to approve any change orders for the project.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**13. Extension of Extra Help Hours Past the 960 Hour Limit (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors approve the extension of extra help hours for Sandra J. Saldana, Recordable Document Examiner I, to a maximum of 1860 hours per Humboldt County Salary Resolution, Section 7 (4/5 vote required).

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**Department of Health and Human Services: Administration****14. Allocate Two (2) 1.0 Full Time Equivalent (FTE) Social Worker I/II Positions**

**Recommendation:** That the Board of Supervisors allocate two (2) 1.0 FTE Social Worker I/II positions (class 0727A/B, salary range 355/380) in budget unit 511 effective immediately.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

15. Reallocate One (1) 1.0 Full Time Equivalent (FTE) Social Worker IV in Budget Unit 511 to One (1) 1.0 Full Time Equivalent (FTE) Supervising Mental Health Clinician in Budget Unit 424

**Recommendation:** That the Board of Supervisors reallocate the Social Worker IV-A, B, C, D (class 0707A, B, C, D, 1.0 FTE, salary range 406, 420, 422, 452, position 27) in budget unit 511, currently occupied by Elizabeth Larsen to Supervising Mental Health Clinician (class 0916, 1.0 FTE, salary range 476) in BU 424 and reclassify Ms. Larsen accordingly; effective the beginning of the bi-weekly pay period immediately following approval.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

16. Position Allocation for Department of Health and Human Services (DHHS) - Mental Health

**Recommendation:** That the Board of Supervisors allocate 1.0 full time equivalent (FTE) Supervising Psychiatric Nurse (class 0920, salary range 476) in budget unit 424; approve the reallocation of the .8 FTE position Mental Health Worker I/II (budget unit 424, class 0911, salary range 301/320, position 06) occupied by Barbara Barrett to a 1.0 FTE position; approve the reallocation of the .5 FTE position Mental Health Worker I/II (budget unit 424, class 0911, salary range 301/320, position 10) currently vacant to a 1.0 FTE position; approve the reallocation of the .5 FTE position Mental Health Worker I/II (budget unit 424, class 0911, salary range 301/320, position 19) currently vacant to a 1.0 FTE position; approve the reallocation of the .6 FTE position Psychiatric Nurse (budget unit 424, class 0913, salary range 457, position 04) occupied by Rosalie Carlson to a 1.0 FTE position; approve the reallocation of the .8 FTE position Psychiatric Nurse (budget unit 424, class 0913, salary range 457, position 05) occupied by Joy Sabia Koscielak to a 1.0 FTE position; approve the reallocation of the .7 FTE position Psychiatric Nurse (budget unit 424, class 0913, salary range 457, position 24) occupied by Marcile Raney to a 1.0 FTE position; approve the reallocation of the .8 FTE position Psychiatric Nurse (budget unit 424, class 0913, salary range 457, position 01) currently vacant to a 1.0 FTE position; approve the reallocation of the .8 FTE position Psychiatric Nurse (class 0913, salary range 457, position 16) currently vacant to a 1.0 FTE position; approve the reallocation of the .8 FTE position Psychiatric Nurse (class 0913, salary range 457, position 25) currently vacant to a 1.0 FTE position; and approve the reallocation of the .5 FTE position Psychiatric Technician I/II (class 0914, salary range 363/392, position 10) occupied by Melissa Maldonado to a 1.0 FTE position, effective the beginning of the bi-weekly pay period immediately following approval.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

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

17. Memorandum of Understanding with the Humboldt County Office of Education Regarding the Coordination of Educational Support Services for Humboldt County Foster Youth

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached Memorandum of Understanding with the Humboldt County Office of Education regarding the coordination of educational support services for Humboldt County foster youth; authorize the Department of Health and Human Services-Child Welfare Services Director to execute any and all future amendments to the attached Memorandum of Understanding, after review and approval by County Counsel and Risk Management; and direct the Clerk of the Board to return three (3) fully executed original copies of the attached Memorandum of Understanding to the Department of Health and Human Services-Contract Unit for further processing.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

18. Second Amendment to Lease at 2440 Sixth Street, Eureka with Humboldt Partners

**Recommendation:** That the Board of Supervisors approve the Second Amendment to Lease with Humboldt Partners at 2440 Sixth Street, 2430 Sixth Street and 2426 Sixth Street, Eureka for Department of Health and Human Services to clarify responsibilities of Lessor and County, and to initiate professional services to design construction documents for tenant improvement of the building in order to facilitate offering additional public services; authorize the Chair of the Board to sign the Second Amendment to Lease, in duplicate; and direct the Clerk of the Board to return one (1) executed original Second Amendment to Lease to Public Works-Real Property for transmittal to the Lessor, retaining the second executed original with meeting records; and authorize the Public Works Director to execute the Exhibit D, Receipt of Notice of Completion, upon Lessor's provision of a copy of the filed document.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

19. Memorandum of Understanding with the County of Del Norte Regarding the Provision of Case Review and Quality Assurance Coverage

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached Memorandum of Understanding with the County of Del Norte regarding the provision of case review and quality assurance coverage; authorize the Department of Health and Human Services-Child Welfare Services Director to execute any and all future amendments to, and extensions of the attached Memorandum of Understanding; and direct the Clerk of the Board to return three (3) fully executed original copies of the attached memorandum of understanding to the Department of Health and Human Services-Contract Unit for further processing.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

### Human Resources

20. Amendment of the 2015-2016 and 2016-2017 Compensation Plans for Management & Confidential Employees to Adopt the New Job Class of Information Technology (IT) Security Analyst I/II/III

**Recommendation:** That the Board of Supervisors adopt the new job class of IT Security Analyst I/II/III (class 0289, salary range 444/459/493, unit 09); and adopt Resolution No. \_\_\_\_\_ (attached) approving the amendment to Attachment I of the 2015-2016 and 2016-2017 Compensation Plans for Management & Confidential Employees to include the new job class of IT Security Analyst I/II/III (class 0289, salary range 444/459/493, unit 09) effective the first full pay period following approval by the Board.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

### Planning and Building Department

21. Russ Revocable Trust Lot Line Adjustment and Joint Timber Management Plan: File No.: 316-251-001, 316-256-001; Case No.: LLA-16-031, JTMP-16-005; Grouse Mountain Area (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors approve (by 4/5 vote) the Joint Timber Management Plan (JTMP) and Guide (Attachment B) prepared pursuant to Section 51119.5 of the California Government Code (C.G.C.) (Note: A 4/5th vote is required); find the project exempt from environmental review pursuant to Sections 15061(b)(3) and 15305 of the State CEQA Guidelines and make all of the required findings (Attachment D) to approve the Lot Line Adjustment; direct the Planning Division staff to record the Declaration with the JTMP and the Notices of Lot Line Adjustment and Certificate of Subdivision Compliance; and direct the Clerk of the Board to give notice of the decision to owners, the County Assessor's Office and any other interested party.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

22. ZR-16-002. MCMP, LLC Zone Reclassification: Assessor Parcel Number 522-491-017; Willow Creek Area - Item Carry Over

*Recommendation:* That the Board of Supervisors carry the above item over to February 13, 2018, date certain.

*This item was pulled from the agenda to be brought back at a later date.*

### Public Works

23. Agreement for Airport Consultant Services with Mead & Hunt, Inc. Regarding the Provision of Construction Administration Services for the Garberville Airport Runway and Taxiway Rehabilitation Project

*Recommendation:* That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached airport consultant services agreement with Mead & Hunt, Inc. regarding the provision of construction administration services for the Garberville Airport Runway and Taxiway Rehabilitation Project; and direct the Clerk of the Board to return two (2) fully executed original copies of the attached airport consultant services agreement to the Department of Public Works for further processing.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

24. Extension of Extra Help Hours - Roads Heavy Equipment (330) (4/5 Vote Required)

*Recommendation:* That the Board of Supervisors extend Sean Christian extra help employment hours from nine hundred and sixty (960) to a maximum of one thousand, nine hundred and twenty (1,920) hours for fiscal year 2017-2018, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

25. Consultant Services Agreement with Crawford and Associates Regarding the Provision of On-Call Professional Geotechnical Investigation and Engineering Services

*Recommendation:* That the Board of Supervisors approve the selection of Crawford and Associates as the consulting firm to provide on-call professional geotechnical investigation and engineering services; approve and authorize the Chair of the Board to execute three (3) original copies of the attached consultant services agreement with Crawford and Associates regarding the provision of on-call professional geotechnical investigation and engineering services; authorize the Public Works Director to execute any and all future task orders issued pursuant to the terms and conditions of the attached consultant services agreement; and direct the Clerk of the Board to return two (2) executed original copies of the attached consultant services agreement to the Department of Public Works for further processing.



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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

26. Walnut Drive-Northridge Road Left-Turn Pocket and McKay Community Forest Northridge Access Point, with Supplemental Budget (4/5 Vote Required)

*Recommendation:* That the Board of Supervisors approve the attached plans and specifications to construct a left-turn pocket at the Walnut Drive-Northridge Road intersection and parking and trailhead facilities for the McKay Community Forest Northridge Access Point; direct the Clerk of the Board to advertise the above-mentioned project as required by Section 22037 of the California Public Contract Code, with bids to be opened at 2:00 p.m. on Tuesday, March 13, 2018; direct that \$134,303 from trust account 3704 be committed for development of the McKay Community Forest Northridge Access Point; and approve the attached supplemental budget for Fiscal Year 2017-2018 (4/5 vote required).

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

27. Humboldt County Eureka Veterans Memorial Building Seismic Repair Project, Change Order Number: 3.0, Project Number: 210502, DSR (Disaster Survey Report) 2987, 2946, 3401

*Recommendation:* That the Board of Supervisors authorize the Public Works Director to sign Change Order Number 3.0 for a \$219,089.26 cost increase.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

### **Sheriff**

28. Amendment No. 1 to Lease at 1608 Pickett Road, McKinleyville for the Period March 1, 2018 through February 28, 2021

*Recommendation:* That the Board of Supervisors approve the Amendment No. 1 to the lease with McKinleyville Community Services District (MCSD), lessor, for the facility located at 1608 Pickett Road, McKinleyville, for the period March 1, 2018 to February 28, 2021 for the purpose of continuation of the McKinleyville law enforcement facility; authorize the Board of Supervisors Chair to sign the Amendment No. 1 to lease, in duplicate (Attachment 1); direct the Clerk of the Board to return two copies of the executed Amendment No. 1 to lease to the Real Property Agent for transmittal to lessor; and direct the Real Property Agent to return one fully executed Amendment No. 1 to lease to the Clerk of the Board to complete minutes records.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

29. Fiscal Year 2017-18 Supplemental Budget Request for Sheriff's Office Drug Task Force Budget Unit 265 (4/5th Vote Required)

**Recommendation:** That the Board of Supervisors approve the attached supplemental budget request in FY 2017-18 Budget Unit 265 Sheriff's Drug Task Force to allow for asset forfeiture distributions to member agencies (4/5 vote required).

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

30. Approval of Memorandum of Understanding with the City of Eureka for Participation in Sheriff's Crisis Response Unit

**Recommendation:** That the Board of Supervisors approve the Memorandum of Understanding (MOU) with the City of Eureka for participation in the Sheriff's Crisis Response Team (Attachment 1); authorize the Chair of the Board of Supervisors and the Humboldt County Sheriff to execute three (3) originals of the MOU; authorize the Chair of the Board of Supervisors and the Humboldt County Sheriff to approve any extensions, amendments and modifications for the term of the MOU; and direct the Clerk of the Board to return two (2) fully executed originals of the MOU to the Sheriff's Office for forwarding to interested parties.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

31. Agreement Number 2018-18 between the Humboldt County Sheriff's Office and the Drug Enforcement Administration of the United States Department of Justice

**Recommendation:** That the Board of Supervisors approve Agreement Number 2018-18 (Attachment 1) between the Humboldt County Sheriff's Office and the Drug Enforcement Administration of the United States Department of Justice for the period October 1, 2017 to September 30, 2018; authorize the Sheriff to sign agreement number 2018-18 (Attachment 1) and to execute all necessary contracts and agreements and amendments thereto, in the name of the County of Humboldt, and all other documents required by the Department of Justice for the grant program; and authorize the Sheriff to sign certifications (Attachment 2): a. Request for Advance or Reimbursement, b. Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters, and Drug Free Workplace Requirement, and c. Assurances.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**Treasurer/Tax Collector**

32. Appropriation Transfer within Budget Unit 1100-114 (Revenue Recovery) from Professional Services to Fixed Assets (Requires 4/5 Vote)

**Recommendation:** That the Board of Supervisors approve an appropriation transfer in budget unit 1100-114 (Revenue Recovery) in the amount of \$25,980 from 1100-114-2118 (Professional Services) to 1100-114-8965 (Fixed Assets-Computer Software) to align with Auditor requirements for paying for an acquisition of RevQ.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**D. PUBLIC COMMENT ON NON-AGENDA ITEMS****E. SPECIAL PRESENTATIONS****F. MATTERS SET FOR TIME CERTAIN****County Administrative Office**

1. 1:30 p.m. - Mid-Year Budget Review for Fiscal Year (FY) 2017-18, Budget Outlook for FY 2018-19, Recommendations for Budget Adjustments and Transfer from General Fund Contingencies (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors receive and file a review of the current FY 2017-18 and projected FY 2018-19 budget years; direct the County Administrative Office (CAO) to prepare the FY 2018-19 budget based on the following parameters: a. Set departmental allocations from the General Fund to increase by 5 percent based on current year General Fund allocations, b. Accept and consider requests for additional General Fund appropriations that demonstrate a potential to generate future savings, c. Set an annual departmental contribution to Public Agency Retirement Services (PARS) to 1 percent of salaries; approve a transfer from General Fund Contingencies in the amount of \$80,000 (Attachment I) to fund the Interim Airports Director (4/5 vote required); approve the use of \$295,000 of Measure Z funding reserved for alcohol and drug treatment services to be utilized by Alcohol Drug Care Services (ACDS) for detox and treatment services at Waterfront Recovery Services; allocate the remaining unspent Measure Z funding in the amount of \$513,571 to the Public Works project for chip sealing and slurry sealing county roads; approve a fund balance transfer of \$181,163 from the Economic Development Set-Aside trust fund (3842) to the Economic Development trust fund (1120) to clear up the negative fund balance; adopt the revised Reserve and Contingency Policies (Attachment II); approve the list of budget adjustments (Attachment III) and authorize CAO staff to make any technical corrections necessary to effectuate the Board's direction (4/5 vote required); allocate 1.0 full-time equivalent (FTE) Senior Fiscal Assistant (job class 0124, salary range 347) to Social Services (1160-511); direct staff to return at third quarter only if the budget parameters set forth for FY 2018-19 require substantial changes; and provide additional direction to staff as appropriate.

*A motion was made by Supervisor Fennell, seconded by Supervisor Wilson, to move staff recommendations and allow for the Public Works Measure Z funding allocation to be flexible for spending on public safety. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

*Supervisor Sundberg left the meeting at 2:30 p.m.*

## 2. 2018 Seven Year Financial Forecast Report

*Recommendation:* That the Board of Supervisors receive a staff report on the financial forecast of the county's major funds over the next seven years.

*A motion was made by Supervisor Bass, seconded by Supervisor Wilson, to receive and file the report. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

Not 1 - Ryan Sundberg

Present:

## G. ITEMS PULLED FROM CONSENT

## H. MATTERS INITIATED BY BOARD MEMBERS

### Board of Supervisors

1. Report from the Homeless and Housing Ad Hoc Committee (Supervisor Fennell and Supervisor Bohn)

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

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, to move forward with coming back with the final resolution for establishing a Homelessness and Affordable Housing Committee with the ideas to be put forward, and a final version of the shelter crisis declaration with the timeframe modified as directed by the Board. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

## I. DEPARTMENT REPORTS

### Clerk of the Board

1. Appointment to Fill the Vacancy of the At-Large Member on the North Coast Railroad Authority Board

*Recommendation:* That the Board of Supervisors consider making an appointment to fill the vacancy of the At-Large member on the North Coast Railroad Authority Board.

*A motion was made by Supervisor Fennell, seconded by Supervisor Bass, to reappoint Richard Marks to the North Coast Railroad Authority for the at-large position. The motion carried by the*

*following vote:*

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Nay: 1 - Rex Bohn

## J. PUBLIC HEARINGS

## K. DISCUSSION ITEMS

## L. CLOSED SESSION

1. 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.

*This item was pulled from the agenda to be brought back at a later date.*

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 the Agricultural Commissioner 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 the Agricultural Commissioner 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 discuss pending litigation pursuant to Government Code Section 54956.9(a), (d)(2).

*The Board of Supervisors met in closed session to discuss pending litigation pursuant to Government Code Section 54956.9(a), (d)(2). There was no action to report.*

## 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*


February 7, 2018



MINUTES  
TUESDAY, FEBRUARY 6, 2018  
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, February 13, 2018 with the vote as shown below.

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

  
\_\_\_\_\_  
RYAN SHARP  
Deputy Clerk of the Board

  
\_\_\_\_\_  
RYAN SUNDBERG  
Chair of the Board



COUNTY OF HUMBOLDT

For the meeting of: February 13, 2018

Date: February 7, 2018  
 To: The Honorable Board of Supervisors  
 From: Clerk of the Board of Supervisors  
 Subject: Approval of the Action Summary – Meeting of February 6, 2018

RECOMMENDATION: That the Board of Supervisors approve the Action Summary for the meeting of February 6, 2018 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 February 6, 2018 is attached. This Action Summary encompasses all actions taken by the Board of Supervisors at their February 6, 2018 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 Ryan Sharp, Deputy Clerk of the Board CAO Approval:

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 *Bass* Seconded by Supervisor *Fennell*

Ayes *Bass, Fennell, Swidberg, Bohn, Wilson*  
 Nays  
 Abstain  
 Absent

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

Dated: 2/13/18

By:   
 Ryan Sharp, Deputy Clerk of the Board