

BOARD OF SUPERVISORS

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



COUNTY STAFF

PHILLIP SMITH-HANES
County Administrative Officer
FRANK DeMARCO
Consultant Interim County Counsel
KATHY HAYES
Clerk of the Board

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

AGENDA

Tuesday, February 10, 2015

9:00 AM

Regular Meeting

NOTICE REGARDING PUBLIC COMMENT: For Items appearing on the agenda, the public is invited to make comments at the time the item comes up for Board consideration. The Board Chair will call for public comment as each item is heard by the Board. For items not appearing on the agenda, the public is invited to make comments during the Public Comment period for Non-Agenda Items at 1:30 p.m.

A. SALUTE TO THE FLAG

B. MODIFICATIONS TO THE AGENDA

C. CONSENT CALENDAR

These matters are routine in nature and are usually approved by a single vote. Prior to the meeting, any member of the public may request any member of the Board to pull a particular item for further discussion

Board of Supervisors

1. Continuation of Emergency - Prolonged Drought in Humboldt County (Supervisor Ryan Sundberg)
Recommendation: That the Board of Supervisors declare that a local state of emergency, per Resolution #15-14, remains in effect until March 10, 2015, related to prolonged drought in Humboldt County.
Attachments: [Continuation of Drought Emergency.pdf](#)

2. Certificate of Recognition for Rusty Goodlive on his Retirement from the Eureka Fire Department (Supervisor Virginia Bass)
Recommendation: That the Board of Supervisors authorize the Chair to sign the Certificate of Recognition.
Attachments: [Certificate of Recognition Upon Retirement.pdf](#)

3. Consider Sending a Letter to Governor Jerry Brown Requesting a General Fund Appropriation in the State 2015-2016 Budget to Mitigate Impacts from Indian Gaming as a Result of the Lack of SDF Funding in the State 2014-2015 (Supervisor Mark Lovelace and Supervisor Rex Bohn)
Recommendation: That the Board of Supervisors send a letter to Governor Jerry Brown requesting a General Fund Appropriation in the State 2015-2016 budget in an effort to restore SDF Funding to help mitigate impacts from Indian Gaming.
Attachments: [Letter to Governor re Appropriation for Indian Gaming Funds.pdf](#)

4. Retirement Resolution for Assistant Chief Debbie Archer Commending Her on Twenty-Seven Year of Service to the Community of Weott (Supervisor Estelle Fennell)
Recommendation: That the Board of Supervisors authorize the Chair to sign the Resolution.
Attachments: [Weott Volunteer Fire Dept Retirement Resolution.pdf](#)

5. Freshwater Farms Nature Trail Project Letter of Support (Supervisor Mark Lovelace)
Recommendation: That the Board of Supervisors authorize the Chair to sign the letter of support.
Attachments: [Freshwater Farms Letter of Support.pdf](#)

Clerk of the Board**6. Approval of the Action Summary - Meeting of February 3, 2015**

Recommendation: That the Board of Supervisors approve the Action Summary from the meeting of February 3, 2015 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

Attachments: [Action Summary for Meeting of 2-3-2015.pdf](#)

County Administrative Office**7. Revised Office Hours**

Recommendation: That the Board of Supervisors adopt the attached Resolution amending Resolution 82-170 and rescinding Resolution 13-64 in regards to changes in office hours for Agriculture, County Administrative Office, District Attorney, Library and Public Defender.

Attachments: [Revised Office Hours.pdf](#)

Public Works**8. Construction of Grant Elementary and McKinleyville High School Safe Route to Schools; Project No.: SR2SL-5904(129); Contract No.: 213001**

Recommendation: That the Board of Supervisors authorize the Director of Public Works to sign contract change order number 1 for the total amount of \$1,874.50 and sign contract change order number 2 for the total amount of \$18,247.72; approve the attached budget transfer to provide funding; accept the completed contract, including all change orders approved by the Public Works Department, between RAO Construction, Co., Inc., and Humboldt County for the construction of Grant Elementary and McKinleyville High School Safe Route to Schools project; and approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$10,671.87. This will bring the total amount paid to 100 percent of the contract.

Attachments: [Grant Elementary, McKinleyville High School Safe Route to Schools.pdf](#)

9. Tire Changer Replacement

Recommendation: That the Board of Supervisors authorize the purchase of one Hoffman MSC8600 tire changer; authorize the following budget transfer for the purchase of the tire changer; declare the Coats 5060E tire changer surplus; and authorize the Purchasing Agent to dispose of the surplus property. Deposit the revenue from the sale in the Motor Pool revenue account 3500350-682938.

Attachments: [Tire Changer Replacement.pdf](#)

10. Federal Lands Access Program Project Memorandum of Agreement (MOA)

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

Attachments: [Federal Lands Access Program Project MOA.pdf](#)

Recorder/County Clerk**11. Advance Salary Request for Samantha Carns, Recordable Document Examiner I (4/5 Vote Required)**

Recommendation: Approve an advance salary step for Recordable Document Examiner I, Step 1A, Samantha Carns, to Recordable Document Examiner I, Step B, retroactive to date of hire on October 20, 2014, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

Attachments: [Advance Salary Request for Recordable Document Examiner I.pdf](#)

Sheriff

12. Resolution Authorizing the Submittal and Acceptance of Award of a California Department of Parks and Recreation Grant for the Purchase of Personal Water Craft and Approval of Supplemental Budget (4/5 Vote Required)

Recommendation: That the Board of Supervisors adopt Resolution No. ____ (Attachment 1) authorizing the submission to California Department of Parks and Recreation Law Enforcement Equipment Grant Program of an application in the amount of \$34,000 for the purchase of two personal water craft and related equipment; authorize the Sheriff to execute all the necessary applications, contracts, and agreements and amendments thereto, in the name of the County of Humboldt, and all other documents required by California Department of Parks and Recreation for participation in the grant program; and approve the attached supplemental budget to Budget Unit 229 Sheriff Boat Safety Program to reflect the funds awarded for the purchase of two personal water craft and related equipment.

Attachments: [Resolution for CA Department of Parks and Recreation Grant.pdf](#)

13. Approve the Lease Agreement Between McKinleyville Community Services District and the County Of Humboldt for the McKinleyville Law Enforcement Facility located at 1608 Pickett Road, McKinleyville

Recommendation: That the Board of Supervisors authorize the Chairman to sign two originals of the lease agreement between the McKinleyville Community Services District (MCSD) and the County of Humboldt for the McKinleyville Law Enforcement Facility located at 1608 Pickett Road, McKinleyville; direct the Clerk of the Board to execute both originals and return both original copies to Real Property Services for transmittal to the Lessor for signatures; authorize Real Property to send both originals to MCSD to obtain signatures for the full execution of the Lease Agreement; and direct Real Property to return one fully executed original to the Clerk of the Board once all signatures have been obtained from MCSD.

Attachments: [Lease Agreement with MCSD for McKinleyville Law Enforcement Facility.pdf](#)

D. SPECIAL PRESENTATIONS**Board of Supervisors**

1. Discovery Museum Presentation (Supervisor Virginia Bass)

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

Attachments: [Discovery Museum Presentation.pdf](#)

2. Proclaim the Week of February 22nd through February 28th, 2015 as Engineer's Week in Humboldt County (Supervisor Estelle Fennell)

Recommendation: That the Board of Supervisors adopt the Proclamation.

Attachments: [Engineer's Week Proclamation.pdf](#)

3. Proclaim February as Free Application for Federal Student Aid (FAFSA) Month in Humboldt County (Supervisor Estelle Fennell)

Recommendation: That the Board of Supervisors adopt the Proclamation.

Attachments: [FAFSA Proclamation.pdf](#)
[FAFSA Proclamation Handout.pdf](#)

E. MATTERS SET FOR TIME CERTAIN

F. ITEMS PULLED FROM CONSENT

G. MATTERS INITIATED BY BOARD MEMBERS

H. DEPARTMENT REPORTS

County Administrative Office

1. Mid-Year Budget Review for Fiscal Year (FY) 2014-15, Budget Outlook for FY 2015-16, and Recommendations for Budget Adjustments (4/5 Vote Required)

Recommendation: That the Board of Supervisors receive and file a review of the current (FY 2014-15) and projected (FY 2015-16) budget years; direct the County Administrative Office (CAO) to prepare the FY 2015-16 budget based on the following parameters:

- a. Set departmental allocations from the General Fund distributing 98% of the revenue growth to departments 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 in the General Fund;
- c. Provide direction on which, if any, long-term fund-balance-funded investment options are amenable to the Board: pay down unfunded California Public Employees Retirement System (CalPERS) liability; prefund "other post-employment benefits" (OPEB) liability; contribute to the General Reserve; enhance employee salaries and enhance funding for individual departments; direct the County Administrative Officer, Treasurer-Tax Collector and the Public Works Director to identify funding for the in-kind replacement of building #101 (currently known as the weights and measures building) and building #289 (currently used by the Public Defender and the District Attorney's Child Abuse Services Team); refund \$600,000 based on excess fund balance in the Workers' Compensation fund (3523) to be distributed proportionately to the county funds' past contribution to this fund; refund \$300,000 based on excess fund balance in the Purchased Insurance Fund, to be distributed proportionately to the County funds' past contribution to this fund; allocate the General Fund monies received as a result of the above approved recommendations 5 and 6 to the Liability Fund (3524); disallocate a 1.0 full-time equivalent (FTE) Coroner-Public Administrator (Elected Official, position number 2720100-01) in budget unit 272; allocate a 1.0 FTE Deputy Sheriff II (class 416, salary range 398) to budget unit 272 Coroner Public Administrator; approve the list of budget adjustments shown on Attachment I and authorize CAO staff to make any technical corrections necessary to effectuate the Board's direction (4/5 vote required); and provide additional direction to staff as appropriate.

Attachments: [Budget Review, Outlook, Adjustments.pdf](#)

Public Works

2. Introduction of Ordinance: Amending Sections 431-48, 431-85, 431- 96.6, and 431-109 Relating to Parking on Harris Street, Park Street, Scenic Drive, and Walnut Street, and Amending Section 435-3 Regarding Establishment of Class II Bicycle Lanes in McKinleyville and Eureka to Title IV of the Humboldt County Code

Recommendation: That the Board of Supervisors introduce the attached Ordinance by title and waive the first reading; set the Ordinance for adoption on February 24, 2015 or at least one week from that date; direct the Clerk of the Board to publish the pre-adoption summary of the Ordinance and to post a certified copy of the full text of the proposed Ordinance in the office of the Clerk of the Board, both the publication and posting to be done at least five (5) days prior to the Board meeting at which the Ordinance will be adopted. [Government Code Section 25124 (b)(1)]; direct the Clerk of the Board, within 15 days after adoption of the 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 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 [Government Code Section 25124 (b)(1)]; and direct Public Works to file the attached Notice of Exemption with the County Clerk in accordance with the California Environmental Quality Act.

Attachments: [Introduction of Ordinance on Parking.pdf](#)

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

This portion of the meeting is reserved for persons desiring to address the Board on any matter not on this agenda that is under the jurisdiction of the Board. It is requested that speakers sign the sheet at the front doors of the Chamber by 1:25 p.m. Although the Board may briefly respond to statements or questions, under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time.

1. Public Appearance Sign-In Sheet and Handouts

Attachments: [Public Appearance Sign-In Sheet and Handouts.pdf](#)

K. ADMINISTRATIVE ABATEMENT HEARINGS**L. PUBLIC HEARINGS****Board of Supervisors**

1. Samoa Town Master Plan General Plan Amendment (Local Coastal Plan Amendment) and Zoning Text Changes. Assessor Parcel Number (APN) 401-031-036-000. Case Numbers GPA-14-001, ZR-14-001. Samoa Area

Recommendation: That the Board of Supervisors introduce Ordinance No. _____ (Attachment C) by title and waive further reading; open the public hearing and receive the staff report and public comment; close the public hearing and deliberate; make the necessary findings to approve the Local Coastal Program Amendment and adopt Resolution No. _____ (Attachment A), approving text amendments to the Humboldt Bay Area Plan (HBAP) and Humboldt County Zoning Regulations (Implementation Program) to:

1) Modify the development timing provisions of the Samoa Town Master Plan (STMP) to allow the Wastewater Treatment Facility (WWTF), Vance Avenue Improvements and Multi-Family housing development (as configured under the approved PF and RM designations and Vance Avenue right of way) to be created by merger and re-subdivision by parcel map as an additional Master Parcel (Master Parcel 2) Prior to the development of other STMP lands (Master Parcel 3);

2) Establish submittal requirements for three STMP development phases (Phase 1 - WWTP and Vance Avenue Improvements, Phase 2 -multi-family housing development, and Phase 3 - comprehensive division of Master Parcel 3); and

3) Establish modified development requirements for each development phase;

adopt Ordinance No. _____ (Attachment C) amending the STMP Zoning Map notation and Sections 313-15.2, 313-15.3 and 313-34.5 of Title III, Division I, Chapter 3 of the Humboldt County Code; adopt a Resolution of Transmittal to the California Coastal Commission (Attachment D) and direct the Planning and Building Department, Planning Division, to transmit the Local Coastal Program Amendments to the California Coastal Commission for certification in accordance with the Coastal Act; authorize the Chair of the Board to execute the Memorandum of Agreement (Attachment G) between the County, the Wiyot Tribe, the Blue Lake Rancheria, The Bear River Band of the Rohnerville Rancheria and the applicant regarding the protection of cultural resources affected by the project in accordance with the formal Tribal Consultation conducted

pursuant to State law; direct the Clerk of the Board to publish a Post-Adoption Summary of the Ordinance (Attachment H) within 15 days after adoption of the ordinance by the Board, along with the names of those 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; direct the Planning and Building Department, Planning Division, to file a Notice of Determination pursuant to California Environmental Quality Act (CEQA); and direct the Clerk of the Board to give notice of the decision to the applicant, to the Assessor's Office and any other interested party.

Attachments: [Samoa Town Master Plan General Plan Amendment.pdf](#)

M. AFTERNOON DISCUSSION ITEMS**County Administrative Office**

1. County Administrative Officer Report: Federal Budget, Recent Conference Attendance and Various Other Topics

Recommendation: That the Board of Supervisors receive an oral report from the County Administrative Officer regarding the proposed federal budget for 2016, recent conference attendance, and various other topics, and take action as may be required.

Attachments: [CAO Report 2-10-2015.pdf](#)

Board of Supervisors

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

N. ADJOURNMENT

Any written materials related to an item on this agenda submitted to the Board of Supervisors less than 72 hours prior to the Board meeting, and that are public records subject to the Public Records Act, are available for public inspection in the Office of the Clerk of the Board at 825 5th Street, Suite 111, Eureka (476-2384), during normal business hours.

Persons wishing to file documentation on any agenda item for the official record must submit an original and nine (9) copies of each document to the Clerk of the Board of Supervisors, Room 111 of the County Courthouse, 825 5th Street in Eureka (476-2384). Documentation includes, but is not limited to, written correspondence, audio and video tapes, maps, photographs, and petitions. Failure to submit the required number of copies will result in the document/s not being placed in the official record. (Per Board of Supervisors' policy adopted on March 21, 1995.)

The Chamber is wheelchair accessible, and disabled parking is available in the lot on K Street, between Fourth and Fifth Streets. If you are a person with a disability, and you need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board at (707) 476-2384, or (707) 445-7299 (fax). Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.

BARRING ANY UNFORESEEN TECHNICAL DIFFICULTIES OR SCHEDULING CHANGES, REGULAR MEETINGS OF THE BOARD OF SUPERVISORS ARE BROADCAST LIVE ON SUDDEN LINK, CHANNEL 10, AND ARE REBROADCAST ON FRIDAY AT 6:30 P.M.

County of Humboldt Web Site: <http://humboldt.gov/>