

BOARD OF SUPERVISORS

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Clerk of the Board

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

AGENDA

Tuesday, May 3, 2016

9:00 AM

Regular Meeting

NOTE: PUBLIC COMMENT ON NON-AGENDA ITEMS WILL OCCUR AT 9:00 A.M.

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. PUBLIC COMMENT ON NON-AGENDA ITEMS – 9:00 A.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 8:55 a.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 Comment Sign-In Sheet and Handouts

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

D. 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

Agricultural Commissioner

1. Approval of Cooperative Agreement No. 16-0030-SA, Petroleum Products Compliance Contract in the Amount of \$4,725.00

Recommendation: That the Board of Supervisors approve Cooperative Agreement No. 16-0030-SA, known as the Petroleum Products Compliance contract with the California Department of Food and Agriculture; authorize the Chair to sign the original agreement and one copy of the cover page, and direct the Clerk of the Board to return the signed copies to the Agricultural Commissioner's Office for further processing; and grant a waiver from the provisions of the Nuclear Free Ordinance.

Attachments: [Petroleum Products Compliance Contract.pdf](#)

Board of Supervisors

2. Resolution Recognizing Blue Water Navy Veterans (Supervisor Virginia Bass)

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

Attachments: [Resolution for Blue Water Navy Veterans.pdf](#)

Clerk of the Board

3. Approval of the Action Summary - Meeting of April 25, 2016

Recommendation: That the Board of Supervisors approve the Action Summary for the meeting of April 25, 2016 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 4-25-2016.pdf](#)

4. Approval of the Action Summary - Meeting of April 26, 2016

Recommendation: That the Board of Supervisors approve the Action Summary for the meeting of April 26, 2016 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 4-26-2016.pdf](#)

County Administrative Office**5. Re-designation of the North Coast Recycling Market Development Zone**

Recommendation: That the Board of Supervisors approve the attached resolution authorizing the filing of an application for re-designation of the North Coast Recycling Market Development Zone with the California Department of Resources Recycling and Recovery; and authorize the County Administrative Officer, or designee thereof, to sign all documents relating to the re-designation of the North Coast Recycling Market Development Zone, including Zone Incentive Fund applications and agreements, after review and approval by County Counsel and Risk Management, as appropriate.

Attachments: [North Coast Recycling Market Development Zone.pdf](#)

Department of Health and Human Services: Administration**6. Agreement with Betty Kwan Chinn Homeless Foundation**

Recommendation: That the Board of Supervisors approve the agreement with Betty Kwan Chinn Homeless Foundation to provide housing services to eligible homeless individuals to support becoming permanently housed in Humboldt County; authorize the Chairperson to execute three (3) originals of the agreement; and direct the Clerk of the Board to route two (2) fully executed originals of the agreement to the DHHS-Contract Unit for forwarding to DHHS-Administration.

Attachments: [Agreement with Betty Kwan Chinn Homeless Foundation.pdf](#)

Elections/Recorder/County Clerk**7. Approval of Statement of Work with Avantpage for Spanish Translation Services**

Recommendation: That the Board of Supervisors authorize the County Clerk/Recorder/Registrar of Voters or her designee to execute the attached Statement of Work to carry out the purpose of the Board's order.

Attachments: [Statement of Work for Spanish Translation Services.pdf](#)

Libraries

8. Request for Approval to Exercise the Option to Extend the Lease for 39 Mayfair Street, Willow Creek

Recommendation: That the Board of Supervisors approve exercising the option to extend the lease with Brown Rentals through June 30, 2018 for the Willow Creek Branch Library facility; direct the Clerk of the Board to return one (1) copy of the executed agenda item to Public Works-Real Property Division; and authorize Public Works-Real Property Division to send a notice to Lessor that County is exercising the option to extend the lease.

Attachments: [Extend Lease for 39 Mayfair Street, Willow Creek.pdf](#)

Public Works

9. Central Avenue (4L800) Highway Safety Improvement Project from Anna Sparks Way to Hiller Road; Project No.: HSIPL-5904(131); Contract No.: 213003

Recommendation: That the Board of Supervisors receive and file the bids for the Central Avenue (4L800) Highway Safety Improvement Project from Anna Sparks Way to Hiller Road; award the contract to Mercer-Fraser Company for the Base Bid, Additive Option A, and Additive Option B for the total amount of \$927,381; authorize the Chairman to execute the project agreement upon submittal of the appropriate bonds and insurance; and direct the Auditor-Controller to establish a new contract account 1200321-0321 and transfer \$985,396 from 1200321-2118 to the new contract account per the attached appropriation transfer.

Attachments: [Central Avenue Highway Safety Improvement Project.pdf](#)

10. Assignment of Adrian Wantt, Road Maintenance Worker III, as Road Maintenance Supervisor

Recommendation: That the Board of Supervisors authorize compensation for Adrian Wantt as if he had been promoted to the classification of Road Maintenance Supervisor (Class 0204) beginning May 22, 2016 until such time as a permanent Road Maintenance Supervisor is hired, pursuant to Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees (AFSCME), section 12.4.

Attachments: [Assignment of Road Maintenance Supervisor.pdf](#)

11. Budget Transfer Request for Rohnerville Airport Tree Topping Project for FY 2015-16 (4/5 Vote Required)

Recommendation: That the Board of Supervisors, by a 4/5's vote, approve the attached Budget Transfer Request to reduce the California Redwood Coast - Humboldt County Airport budget unit 3530381 line 2651 by \$27,615 and transfer the same amount to the Rohnerville Airport budget unit 3530373 line 2550 for use in the tree topping project required by the Federal Aviation Administration (FAA).

Attachments: [Budget Transfer for Rohnerville Airport Tree Topping.pdf](#)

12. Federal Aviation Administration Airport Improvement Program Grant Offers for Fiscal Year 2016-17

Recommendation: That the Board of Supervisors authorize the Director of Public Works, or a Deputy Public Works Director as an alternate, to execute the Grant Offers for the following Airport Improvement Program (AIP) Projects for Fiscal Year 2016-17 when offered by the Federal Aviation Administration (FAA):

1.1. AIP 03-06-0010-45, California Redwood Coast-Humboldt County Airport (ACV), Pavement Management Plan and Pavement Classification Number

1.2. AIP 03-06-0072-13, Murray Field Airport (EKA) Design Runway 12/30 & Parallel Taxiway Rehabilitation

1.3. AIP 03-06-0092-10, Garberville Airport (016); Construct Runway 18/36 Rehabilitation

Attachments: [FAA Airport Improvement Program Grant.pdf](#)

13. Non-Exclusive Access and Utility Easement on County Agriculture Center Property, Eureka, APN 305-131-010

Recommendation: That the Board of Supervisors direct the Public Works Department to develop a public bidding package for a non-exclusive access and utility easement over Assessor Parcel Number (APN) 305-131-010.

Attachments: [Non-Exclusive Access and Utility Easement.pdf](#)

Sheriff

14. Acceptance of Cooperative Agreement #01A1619 with the California Department of Transportation

Recommendation: That the Board of Supervisors approve Resolution No. ____ to accept Cooperative Agreement #01A1619 with the California Department of Transportation (CalTrans) for the period May 1, 2016 to April 30, 2018 (Attachment 1); and authorize the Board of Supervisors Chair and Humboldt County Sheriff to sign four (4) original copies of the Cooperative Agreement and all amendments, extensions or revisions to the document for the term of the Agreement, and to distribute to all interested parties.

Attachments: [Cooperative Agreement with CA Department of Transportation.pdf](#)

E. SPECIAL PRESENTATIONS

Board of Supervisors

1. Proclaim May 2016 as Older American Month (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors adopt the Proclamation.

Attachments: [Older American Month Proclamation.pdf](#)

2. National Children's Mental Health Awareness Day and Mental Health Month Proclamation (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors adopt the Proclamation.

Attachments: [National Children's Mental Health Day Proclamation.pdf](#)
 [Handout.pdf](#)

3. Proclaim May 2016 as Motorcycle Awareness Month in Humboldt County (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors adopt the proclamation.

Attachments: [Motorcycle Month Proclamation.pdf](#)

F. MATTERS SET FOR TIME CERTAIN

G. ITEMS PULLED FROM CONSENT

H. MATTERS INITIATED BY BOARD MEMBERS

1. Discuss Panhandling in Humboldt County (Supervisor Ryan Sundberg and Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors discuss community concerns related to panhandling in Humboldt County and take appropriate action, if required.

Attachments: [Discuss Panhandling in Humboldt County.pdf](#)

I. DEPARTMENT REPORTS

County Administrative Office

1. Third Quarter Budget Review for Fiscal Year 2015-16, Updated Outlook for Fiscal Year 2016-17, and Recommendations for Budget Adjustments (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors receive and file a review of the third quarter budget results for fiscal year (FY) 2015-16 and outlook for the FY 2016-17 budget; direct staff as follows regarding the policy considerations listed beginning on page 6 of this report:
- a. Approve Additional General Fund Appropriation Requests (additional funding requests) in the FY 2016-17 budget that are mandated, one-time and/or prevent the discontinuation of services;
 - b. Allocate the General Fund monies received as a result of refunds from the Workers' Compensation and Purchased Insurance funds for additional funding requests;
 - c. Approve setting Contingencies and the General Reserves below policy levels;
 - d. Approve the elimination of Alternate Counsel thereby dissolving the three office indigent defense structure into a two office structure, effective the start of FY 2016-17;
 - e. Approve allocating the \$430,851 County Medical Services Program participation fee to Contingencies for FY 2016-17;
 - f. Approve carrying forward into FY 2016-17 previously approved intra-fund loan funds not utilized by Aviation in FY 2015-16;
 - g. Approve a loan from the General Fund in the amount of \$60,000 for the McKay Community Forest; and
 - h. Continue to not authorize the use of voluntary unpaid furloughs in FY 2016-17;
- approve the budget adjustments shown on Attachment 4, and authorize County Administrative Office (CAO) staff to make any technical corrections necessary to effectuate the Board's direction (4/5 vote required); review the recommendations from the Measure Z Citizen's Advisory Committee and provide direction on which Measure Z Requests to fund for FY 2016-17; and take other action as appropriate.

Attachments: [Third Quarter Budget Review for FY 2015-16.pdf](#)
[Handout.pdf](#)
[Public Comment.pdf](#)

Probation

2. Employment of Temporary Retired Annuitant as Senior Legal Office Assistant in the Probation Department

Recommendation: That the Board of Supervisors resolve that the employment of Cheryl Kaska as a temporary "retired annuitant" Senior Legal Office Assistant with the Probation Department (budget unit 235) is necessary to fill a critical need within the department and that Ms. Kaska's employment as a temporary "retired annuitant" is needed before the CalPERS "180-day wait period" has expired.

Attachments: [Employment of Temporary Retired Annuitant.pdf](#)

J. CLOSED SESSION

K. ADMINISTRATIVE ABATEMENT HEARINGS**L. PUBLIC HEARINGS****M. DISCUSSION ITEMS****Board of Supervisors**

1. 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/>