

**BOARD OF SUPERVISORS**

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



**COUNTY STAFF**

AMY S. NILSEN  
County Administrative Officer  
JEFFREY S. BLANCK  
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, May 23, 2017

9:00 AM

Regular Meeting

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**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 combined single vote.*

**Agricultural Commissioner**

1. Approval of Standard Agreement No. 17-0028, High-Risk Pest Exclusion Contract in the Amount of \$4,040.00

**Recommendation:** That the Board of Supervisors approve Standard Agreement No. 17-0028, known as the High-risk Pest Exclusion Program Contract with the California Department of Food and Agriculture; authorize the Chair to sign the original agreement, one copy of the cover page and the Contractor Certification Form, and direct the Clerk of the Board to return all copies to the Agriculture Department for further processing; and grant a waiver from the provisions of the Nuclear-Free Ordinance.

**Attachments:** [High-Risk Pest Exclusion Contract.pdf](#)

**Assessor****2. Supplemental Budget for Assessor (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors adopt the attached supplemental budget for the Assessor.

**Attachments:** [Assessor Supplemental Budget.pdf](#)

**Board of Supervisors****3. Resolution for Temporary Road Closures for the Old Timers Parade in Orleans on June 18, 2017 (Supervisor Ryan Sundberg)**

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

**Attachments:** [Old Timers Parade Resolution.pdf](#)

**4. Locally Delicious Resolution (Supervisor Mike Wilson)**

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

**Attachments:** [Locally Delicious Resolution.pdf](#)

**Clerk of the Board****5. Approval of the Action Summary - Meeting of May 16, 2017**

**Recommendation:** That the Board of Supervisors approve the Action Summary for the meeting of May 16, 2017 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 5-16-2017.pdf](#)

**County Administrative Office****6. Pre-Qualification List for Architectural Design and Project Management Services for ADA Projects**

**Recommendation:** That the Board of Supervisors receive and accept the recommended pre-qualification list for architectural design and project management services for Americans with Disabilities Act Compliance Project; authorize the Purchasing Agent to execute professional services agreements with the pre-qualified architectural design firms regarding the provision of consulting services, in a form substantially similar to the professional services agreement attached hereto as Attachment 1, after review by County Counsel and Risk Management; and authorize the Purchasing Agent to execute any and all future task orders to the professional services agreements attached hereto as Attachment

2, after review by County Counsel and Risk Management.

**Attachments:** [Pre-Qual List for Architectural Design, Project Management.pdf](#)

7. First Amendment to Professional Service Agreement with SZS Consulting Group, LLC and Supplemental Budget (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors approve the first amendment to the agreement for consultant services with SZS Consulting Group, LLC (SZS); authorize the Purchasing Agent to execute the proposed amendment with SZS and any future amendments thereto; and adopt the attached supplemental budget for the County Administrative Office (4/5 vote required).

**Attachments:** [Amendment to Agreement, Supplemental Budget.pdf](#)

8. Designation of Humboldt County's Primary and Alternate Representative to the CSAC Excess Insurance Authority (CSAC-EIA) Board of Directors

**Recommendation:** That the Board of Supervisors approve the designation of the Assistant Director of Human Resources, as primary representative to the CSAC-EIA Board of Directors and Risk Manager, as alternate, effective May 29, 2017.

**Attachments:** [Primary, Alternate Representative to CSAC Excess Insurance Authority.pdf](#)

9. Renewal of Agreement with Hinderliter, deLlamas & Associates for Sales Tax Audit Services

**Recommendation:** That the Board of Supervisors approve a new three-year agreement (Attachment B) with Hinderliter, deLlamas & Associates (HdL) for sales tax audit services, to expire June 30, 2020; authorize the County Administrative Officer to sign the attached agreement, any amendments or extensions; and adopt the attached resolution (Attachment A) authorizing examination of sales and use tax records.

**Attachments:** [Renewal of Agreement for Sales Tax Audit Services.pdf](#)

### **County Clerk/Recorder/Registrar of Voters**

10. Certification of the Results of the May 2, 2017, Southern Humboldt Community Healthcare District Special Election

**Recommendation:** That the Board of Supervisors accept the Certified Statement of Results of the Official Canvass for the May 2, 2017, Southern Humboldt Community Healthcare District Special Election.

**Attachments:** [Certification of So Hum Healthcare District Special Election.pdf](#)

**11. Agreement with BMI Imaging Software System and Supplemental Budget (4/5 Vote)**

**Recommendation:** That the Board of Supervisors approve the attached Imaging Services Agreement to create digital images of official records and redact social security numbers as authorized by California statute; authorize the Chair of the Board of Supervisors to execute the Imaging Services Agreement by and between the county of Humboldt and BMI Imaging Systems, Inc.; and direct the Auditor's Office to implement the attached supplemental budget (4/5 Vote).

**Attachments:** [Agreement with BMI Imaging Software, Supplemental Budget](#)

**Department of Health and Human Services: Administration****12. Approval of Intergovernmental Transfer between Humboldt County Department of Health and Human Services, California Department of Health Care Services and Partnership HealthPlan of California**

**Recommendation:** That the Board of Supervisors approve the attached Intergovernmental Transfer agreements between the Humboldt County Department of Health and Human Services, the California Department of Health Care Services and Partnership HealthPlan of California; authorize the Director of the Department of Health and Human Services to sign and execute the attached Intergovernmental Transfer agreements; authorize the Department of Health and Human Services to execute two transfers in the amount of \$3,252,920 each (including a 20% California Department of Health Care Services administrative fee) to the California Department of Health Care Services; and authorize the Director of the Department of Health and Human Services to execute future amendments and/or documents related to the attached Intergovernmental Transfer agreements after review and approval by County Counsel and Risk Management.

**Attachments:** [Intergovernmental Transfer with CA Health Care Services, Partnership HealthPlan](#)

**13. Donation of Vehicles to the County Motor Pool**

**Recommendation:** That the Board of Supervisors approve the donation of two (2) 2016 Dodge Caravans, two (2) 2016 Chevrolet Equinoxes and one (1) 2016 Chevrolet Impala to the County Motor Pool for capitalization, maintenance and insurance purposes.

**Attachments:** [Donation of Vehicles to Motor Pool.pdf](#)

**Department of Health and Human Services: Social Services****14. California Governor's Office of Emergency Services County Victim Services Program Grant Sub-Award and Supplemental Budget to Fund a Mental Health Clinician Position (4/5 Vote)**

**Recommendation:** That the Board of Supervisors adopt the attached resolution which ratifies the Humboldt County Department of Health and Human Services' ("DHHS") submission of an application for the County Victim Services Program grant

sub-award offered by the California Governor's Office of Emergency Services and the execution of the documents associated therewith by the former Chair of the Humboldt County Board of Supervisors; adopt the supplemental budget as attached for fiscal year 2016-17, DHHS - Mental Health budget unit 1170-424 (4/5 vote required); approve the allocation of one (1.0 FTE) Mental Health Clinician I/II (job class 0909A/B, salary range 422/452) position in budget unit 424, effective immediately upon Board approval; and direct the Clerk of the Board to return one (1) certified copy of the Board Report to the DHHS—Contract Unit.

**Attachments:** [Cal OES Victim Services Program, Supplemental Budget.pdf](#)

15. Third Option to Extend the Lease for Office Space at K'ima:w Medical Center, 0 Airport Road, Hoopa for the Period of August 1, 2017 to July 31, 2019

**Recommendation:** That the Board of Supervisors approve exercising the third option to extend the Lease for office space located at K'ima:w Medical Center, 0 Airport Road with K'ima:w Medical Center, an entity of the Hoopa Valley Tribe, for the period of August 1, 2017 to July 31, 2019; authorize Public Works - Real Property Division to send a letter to Lessor that County is exercising the third option to extend the lease; and direct the Clerk of the Board to return one (1) executed Board agenda item to Public Works - Real Property Division.

**Attachments:** [Extend Lease for 0 Airport Road, Hoopa.pdf](#)

### **Human Resources**

16. Adoption of the Revised Classification for Director of Psychiatric Nursing and Approval of the Reclassification of Whitney Williamson to Director of Psychiatric Nursing

**Recommendation:** That the Board of Supervisors approve the revised classification for Director of Psychiatric Nursing (class no. 0932, salary range 507) effective immediately following approval by the Board; and reallocate the Assistant Director of Psychiatric Nursing position (class no. 0922, salary range 496, position 02) currently occupied by Whitney Williamson in budget unit 424 to Director of Psychiatric Nursing (class no. 0932, salary range 507) effective the beginning of the bi-weekly pay period following approval.

**Attachments:** [Revised Classification for Director of Psychiatric Nursing.pdf](#)

17. Supplemental Budget for Purchased Insurance in Fiscal Year 2016-17 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors approve the attached supplemental budget (4/5 Vote Required) in Fund 3528, Purchased Insurance Premiums.

**Attachments:** [Human Resources Supplemental Budget.pdf](#)

**Planning and Building Department**

18. Authorization for the Director of Planning and Building to Execute a Purchase Order with Carahsoft Technology to Subscribe to a Standard Web-Based Permitting Software (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors receive the staff report; approve the supplemental budget; and authorize the Director of Planning and Building to execute a purchase order between the County of Humboldt (County) and Carahsoft Technology Corporation to subscribe to a standard web-based permitting software, and to renew the subscription annually for three years.

**Attachments:** [Web-Based Permitting Software Subscription.pdf](#)

19. Robert Weiner and Michael Martin Zone Reclassification Petition. Application Number 10460, Case Number ZRP-16-001. Assessor Parcel Number 214-181-017. Phillipsville Area

**Recommendation:** That the Board of Supervisors adopt the attached resolution (Attachment 1) to accept the zoning map amendment petition based on the findings in the staff report and testimony received about the project; and direct the Clerk of the Board to give notice of the decision to the applicant and any other interested party.

**Attachments:** [Zone Reclassification Petition.pdf](#)

20. Approve Request for Disbursement to McKinleyville Community Services District of \$70,000 from McKinleyville Inland Parkland Trust Fund 3713 for the Construction of the McKinleyville Teen and Community Center Commercial Kitchen

**Recommendation:** That the Board of Supervisors receive Board Report; find that the McKinleyville Community Services District (MCSD) is a public agency, which provides recreational services and opportunities on a community-wide basis; find that the funds will be used consistent with Quimby Act requirements; authorize use of \$70,000 from Trust Fund 3713 by McKinleyville Community Services District for the construction of the McKinleyville Teen and Community Center Commercial Kitchen.

**Attachments:** [Construction of McKinleyville Teen, Community Center Commercial Kitchen.pdf](#)

**Public Works**

21. Proposition 1, Disadvantaged Community Involvement Grant Program Professional Services Agreements with West Coast Watershed and the California Indian Environmental Alliance

**Recommendation:** That the Board of Supervisors review the staff report and associated supporting documents; authorize the Director of Public Works to execute a professional services agreement with West Coast Watershed regarding the provision of consulting services associated with the Disadvantaged Community Involvement Program, in a form substantially similar to the professional services agreement attached hereto as Attachment 2, after review by County Counsel and Risk

Management; authorize the Director of Public Works to execute a professional services agreement with the California Indian Environmental Alliance regarding the provision of consulting services associated with the Disadvantaged Community Involvement Program, in a form substantially similar to the professional services agreement attached hereto as Attachment 3, after review by County Counsel and Risk Management; and authorize the Director of Public Works to execute any and all future amendments to the professional services agreements with West Coast Watershed and the California Indian Environmental Alliance, after review by County Counsel and Risk Management.

**Attachments:** [Proposition 1 Grant Program Professional Services Agreements.pdf](#)

**22. Transit Agreements with Adult Day Health Center - Mad River, Humboldt Senior Resource Center and Klamath-Trinity Non-Emergency Transportation effective July 1, 2017**

**Recommendation:** That the Board of Supervisors approve the Agreement with the Adult Day Health Care (ADHC) of Mad River for the provision of transportation services to adult day health centers in the Arcata, McKinleyville, Eureka, Fieldbrook and Bayside areas effective July 1, 2017; approve the Agreement with the Humboldt Senior Resource Center (HSRC) for the provision of transportation services to adult day health centers in the Eureka and Eel River Valley areas effective July 1, 2017; approve the Agreement with the Klamath-Trinity Non-Emergency Transportation (KT-Net) for the provision of transportation services for the Willow Creek and Hoopa Valley areas effective July 1, 2017; and direct the Clerk of the Board to return two (2) fully executed copies of the attached agreements to the Department of Public Works for distribution.

**Attachments:** [Transit Agreements for Non-Emergency.pdf](#)

**23. Advance Salary Step Request for Nicholas Massey, Road Maintenance Supervisor, from Range 393, Step B to C (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors approve an advance salary step increase for Nicholas Massey, Road Maintenance Supervisor (1200 325, 0204, 393) from step B to C, retroactive to April 23, 2017, the first day of Mr. Massey's promotion, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

**Attachments:** [Advance Salary Step for Road Maintenance Supervisor.pdf](#)

**Treasurer/Tax Collector**

**24. Professional Services Agreement with Linebarger Goggan Blair & Sampson, LLP for Third Party Debt Collection Services (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached agreement with Linebarger Goggan Blair & Sampson, LLP for third party debt collection services (4/5 vote required); and direct the Clerk of the Board to submit two (2) executed originals of the attached agreement to the Humboldt County Treasurer-Tax Collector's Office - Revenue Recovery Team

for processing.

*Attachments:*      [Agreement for 3rd Party Debt Collection.pdf](#)

#### **D. PUBLIC COMMENT ON NON-AGENDA ITEMS**

*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. 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](#)

#### **E. SPECIAL PRESENTATIONS**

##### **Board of Supervisors**

##### **1. Proclaim June 3, 2017 as “Lemonade Day” in Humboldt County (Supervisor Rex Bohn)**

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

*Attachments:*      [Lemonade Day Proclamation.pdf](#)

#### **F. MATTERS SET FOR TIME CERTAIN**

#### **G. ITEMS PULLED FROM CONSENT**

#### **H. MATTERS INITIATED BY BOARD MEMBERS**

#### **I. DEPARTMENT REPORTS**

##### **County Administrative Office**

##### **1. Introduction of Ordinance: Amending Certain Sections of the Commercial Marijuana Cultivation Tax Ordinance**

*Recommendation:*    That the Board of Supervisors introduce the attached ordinance by title and waive the first reading; set the ordinance for adoption at least one week away; direct the Clerk of the Board of Supervisors to publish the pre-adoption summary of the ordinance and to post a certified copy of the full text of the amended 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 [Government Code Section 25124(b)(1)]; and direct the Clerk of the Board, within fifteen (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 of Supervisors a certified copy of the full text of the adopted ordinance along with the names of those Supervisors voting for and against the Ordinance [Government Code Section 25124(b)(1)].

*Attachments:*      [Introduction of Ordinance for Cannabis Tax Amendments.pdf](#)

### **Public Works**

2. Propose the Consolidation of Unincorporated Eureka, Unincorporated Arcata and Blue Lake/Fieldbrook Solid Waste Franchise Areas effective July 1, 2017

*Recommendation:* That the Board of Supervisors review the service options for the Unincorporated Eureka, Unincorporated Arcata and Blue Lake/Fieldbrook Solid Waste Franchise Areas; direct staff to consolidate the three franchise areas, effective July 1, 2017; provide direction to staff on which services will be offered to the customers in the consolidated franchise areas, effective July 1, 2017; direct staff to return to the Board for approval of the consolidation and cost adjustments as a result of additional services extending the agreements terms for all three areas to December 31, 2030; and provide direction to staff on whether monthly street sweeping will be added to the Unincorporated Eureka area as a service provided by Recology Humboldt County.

*Attachments:*      [Consolidation of Unincorporated Solid Waste Franchise Areas.pdf](#)

## **J. ADMINISTRATIVE ABATEMENT HEARINGS**

## **K. PUBLIC HEARINGS**

### **County Administrative Office**

1. Public Hearing on Renewal of the Humboldt County Tourism Business Improvement District

*Recommendation:* That the Board of Supervisors continue the public hearing opened on May 16, 2017; receive public comment; close the public hearing; and adopt the Resolution Declaring Results of Majority Protest Proceedings and Establishing the Humboldt County Tourism Business Improvement District (Attachment 1).

*Attachments:*      [TBID Renewal.pdf](#)

## **L. DISCUSSION ITEMS**

## **M. CLOSED SESSION**

1. Conference with Legal Counsel - pursuant to Government Code section 54956.9 regarding pending litigation; Andrews, et al., DOES 1 through 10 v. County of Humboldt; Case No. CV170183

2. Conference with Legal Counsel - pursuant to Government Code section 54956.9 regarding pending litigation; Randall Sand and Gravel v. County of Humboldt; Barnum Timer Company, et al., Real Party in Interest, Case No. CV170395
3. Conference with Legal Counsel - pursuant to Government Code section 54956.9 regarding pending litigation; Judith C. Magney v. County of Humboldt, et al.; Federal Case No. 17-2389 NJV
4. Conference with Legal Counsel - pursuant to Government Code section 54956.9 regarding pending litigation; Nelson-Hillside Association v. Humboldt County, et al., Humboldt Superior Court Case Number CV170372.

## **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://humboldtgov.org/>**