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, October 24, 2017 9:00 AM Regular Meeting

- 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.

Auditor/Controller

1. Resolution Fixing the Tax Rates for Fiscal Year 2017-2018

Recommendation: That the Board of Supervisors adopt the accompanying resolution fixing tax rates

for the County of Humboldt, school districts and special districts within Humboldt County for fiscal year 2017-2018 pursuant to California Government Code, Title 3,

Division 3, Chapter 1, Article 5.

Attachments: Resolution Fixing the Tax Rates for Fiscal Year 2017-2018.pdf

Board of Supervisors

2. Resolution Honoring John Christianson on His Retirement from the Humboldt County Library (Supervisor Estelle Fennell)

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

Attachments: John Christianson Retirement Resolution.pdf

3. No Straw November Resolution (Supervisor Wilson and Supervisor Sundberg)

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

Attachments: No Straw November Resolution.pdf

4. Reappointment of Petrolia Cemetery District Board Members: Kelton Chambers, Teresa Jordan, Nick Mendes, Patty Mendes and Joe Zanone (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors approve the reappointments.

Attachments: Reappointment of Petrolia Cemetery District Board Members.pdf

5. Fortuna Kiwanis 2017 Business Woman of the Year and Woman of Distinction Certificate (Supervisor Estelle Fennell)

Recommendation: That the Board of Supervisors ratify the Chair to sign the Certificates.

Attachments: Business Woman of the Year and Woman of Distinction Certificate.pdf

6. National Business Women's Week Proclamation (Supervisors Estelle Fennell)

Recommendation: That the Board of Supervisors ratify the Proclamation.

Attachments: National Business Women's Week Proclamation.pdf

7. Certificate of Recognition for J. Bryce Kenny as the Legal Services of Northern California's 2017 Pro Bono Attorney of the Year (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors ratify the Certificate of Recognition.

Attachments: Certificate of Recognition for Pro Bono Attorney of the Year.pdf

8. Henderson Center Kiwanis 2017 Business Woman of the Year, Non-Profit Business Woman of the Year, and Woman of Distinction Certificates (Supervisor Virginia Bass)

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

Attachments: Henderson Center Kiwanis 2017 Certificates.pdf

9. Letter of Support for the Sequoia Park Zoo Foundation 2017-2018 Grant Application (Supervisor Virginia Bass)

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

Attachments: Letter of Support for the Sequoia Park Zoo Foundation.pdf

Clerk of the Board

10. Approval of the Action Summary - Meeting of October 17, 2017

Recommendation: That the Board of Supervisors approve the Action Summary for the meeting of

October 17, 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: Approval of the Action Summary - Meeting of October 17, 2017.pdf

County Administrative Office

11. Carry Forward Budget Adjustments to Various Funds (4/5 Vote Required)

Recommendation: That the Board of Supervisors approve the attached carry forward budget

adjustments for various funds totaling \$1,507,951 for approved expenses in Fiscal

Year (FY) 2016-17 (4/5 vote required).

Attachments: Carry Forward Budget Adjustments to Various Funds.pdf

12. Measure Z Memorandum of Understandings

Recommendation: That the Board of Supervisors authorize the Chair of the Board to execute

Memorandum of Understandings (MOU) with the following agencies: Area I Agency on Aging; Boys & Girls Club of the Redwoods; City of Arcata; City of Blue Lake; City of Ferndale; City of Fortuna; City of Trinidad; Garberville Sanitary District; Humboldt County Fire Chief's Association; K'ima:w Medical

Center; Mountain Community and Culture; and Southern Trinity Area Rescue for Measure Z funding, a local half-cent sales tax; and direct the Clerk of the Board to return two copies of all of the agreements to the County Administrative Office for processing.

Attachments: Staff Report.pdf

Area One Agency on Aging MOU.pdf

Boys & Girls Club of the Redwoods MOU.pdf

City of Arcata MOU.pdf

City of Blue Lake MOU.pdf

City of Ferndale MOU.pdf

City of Fortuna MOU.pdf

City of Trinidad MOU.pdf

Garberville Sanitary District MOU.pdf

Humboldt County Fire Chief Association MOU.pdf

K'imaw Medical Center MOU.pdf

Mountain Community and Culture MOU.pdf

Southern Trinity Area Rescue MOU.pdf

13. First Amendment to Agreement for Promoting Humboldt County through Film & Digital Media Production with Redwood Region Entertainment and Education Liaisons, Inc.

Recommendation: That the Board of Supervisors approve the first amendment to the Agreement for

Promoting Humboldt County through Film & Digital Media Production

(Attachment 1) with Redwood Region Entertainment and Education Liaisons, Inc.

("RREEL, Inc."); and authorize the Chair of the Board to execute the First Amendment to the Agreement with RREEL, Inc. and any future amendments

thereto.

Attachments: First Amendment to Agreement.pdf

County Clerk/Recorder/Registrar of Voters

14. District Resolutions to Transition to Even-Year Elections Pursuant to Senate Bill 415 (California Voter Participation Act)

Recommendation: That the Board of Supervisors receive staff report; receive staff impact analysis

and district resolution for the Kneeland Fire Protection District; and approve Kneeland Fire Protection District resolution to transition to even-year elections

pursuant to California Elections Code, Sections 14050-14057.

Attachments: District Resolutions to Transition to Even-Year Elections.pdf

Department of Health and Human Services: Administration

15. Reallocate one (1) .8 Full Time Equivalent (FTE) Office Assistant I/II in Budget Unit 414 to One (1) 1.0 Full Time Equivalent (FTE) Health Client Services Worker in Budget Unit 414

Recommendation: That the Board of Supervisors reallocate the Office Assistant I/II (class 0179, .8

FTE, salary range 268/299, position 03) in budget unit 414, currently occupied by Maria Garcia to Health Client Services Worker (class 1573, 1.0 FTE, salary range 324) and reclassify Ms. Garcia accordingly; effective the beginning of the

bi-weekly pay period immediately following approval.

Attachments: Classification Review Report.pdf

16. Second Option to Extend Leases with PWM, Inc. for Property Located at 445 West Washington Street, 537 West Washington, 929 Koster Street, and the Lot Located at 638 West Clark Street, Eureka

Recommendation: That the Board of Supervisors approve exercising the second option to extend the

Leases at 445 West Washington Street, 537 West Washington, 929 Koster Street, and the lot located at 638 West Clark Street, Eureka through January 31, 2028; authorize Public Works - Real Property to send a notice to Lessor that the County is exercising the second option to extend the lease; and direct the Clerk of the Board to return one executed agenda item to Public Works - Real Property

Division.

Attachments: Second Option to Extend Leases with PWM, Inc..pdf

17. Authorization to Submit an Application to the Office on Violence Against Women 2017 Enhanced Training and Services to End Abuse Late Life Grant Program

Recommendation: That the Board of Supervisors authorize Humboldt County DHHS to execute all

assurances and necessary contracts, agreements and amendments thereto, in the name of the County of Humboldt, and all other documents required by the Enhanced Training and Services to End Abuse Late Life Grant Program; and authorize the Chair to sign the Memorandum of Understanding, the Letter of Registration, and Letter of Support, required for grant submission; and authorize the Director of DHHS to sign individual agreements and required grant documents on behalf of the Board of Supervisors. Direct the Clerk of the Board to return a certified copy of the board

order to the DHHS-Adult Protective Services.

Attachments: Violence Against Women 2017 Grant.pdf

Department of Health and Human Services: Mental Health

18. Professional Services Agreement with Preferred Healthcare Registry, Inc. Regarding the Provision of Supplemental Staffing Services for Fiscal Years 2017-2018 Through 2018-2019

Recommendation: That the Board of Supervisors approve, and authorize the chair to execute, the

attached professional services agreement with Preferred Healthcare Registry, Inc. which allows for the provision of a Senior Activity Therapist who will be responsible for performing certain rehabilitation services at the county's Psychiatric Health Facility, Sempervirens for fiscal years 2017-2018 through 2018-2019; and direct the Clerk of the Board to return two (2) executed originals of the attached professional services agreement to the Department of Health and

Human Services - Contract Unit for further processing.

Attachments: Professional Services Agreement with Preferred Healthcare Registry.pdf

 Provider Service Contract with Redwood Coast PACE Regarding the Provision of Mental Health Services

Recommendation: That the Board of Supervisors approve the attached Provider Service Contract

regarding the provision of mental health services between the County of Humboldt and Redwood Coast PACE; authorize the Director of the Humboldt

County Department of Health and Human Services-Mental Health

("DHHS-Mental Health") to execute the attached Provider Service Contract with Redwood Coast PACE; and authorize the DHHS-Mental Health Director, or a designee thereof, to sign future amendments to the attached Provider Service Contract, after review and approval by County Counsel, Risk Management and

the County Administrative Officer.

Attachments: Provider Service Contract with Redwood Coast PACE.pdf

Department of Health and Human Services: Public Health

20. Agreement with County Medical Services Program Governing Board for Mini Grants Program Pilot Project

Recommendation: That the Board of Supervisors approve the Mini Grants Program Pilot Project

grant agreement with County Medical Services Program Governing Board (CMSP); authorize the Director of Department of Health and Human Services (DHHS)-Public Health to sign four (4) original signature pages of the agreement; and authorize the Director of DHHS-Public Health or designee to sign future amendments or budget revisions directly related to this agreement upon review and approval of County Counsel and Risk Management.

Attachments: Agreement with County Medical Services Program Governing Board

Human Resources

21. Revised Class Description and Title for Health and Human Services-Social Services Branch Director to Health and Human Services-Child Welfare Division Director

Recommendation:

That the Board of Supervisors adopt the revised class description and title for the class of Health and Human Services - Social Services Branch Director to Health and Human Services-Child Welfare Division Director (class 0818, salary range 550, unit 08) into the classification plan effective immediately; and Reclassify the Health and Human Services-Social Services Branch Director (position number 01, class 0810, salary range 550, unit 08) in budget unit 511 to Health and Human Services - Child Welfare Division Director; and Adopt Resolution No. (attached) approving the Amendment to Attachment 1 of Exhibit A of the Compensation Plans for Management and Confidential Employees and Elected and Appointed Department Heads for fiscal years 2015-2016 and 2016-2017 to include the revised job class of Health and Human Services-Child Welfare Division Director (class 0818 salary range 550, unit 08), effective immediately upon Board approval.

Attachments:

Revised Class Description and Title for Health and Human Services.pdf

22. Approve the Amendment to Appendix A of the Memorandum of Understanding between the County of Humboldt and the American Federation of State, County, and Municipal Employees (AFSCME), Local 1684 to Adopt the New 40 Hour Class of Deputy Public Guardian-Conservator I/II/III; and Adopt the Revised Classes of Public Guardian-Conservator and Assistant Public Guardian-Conservator

Recommendation:

That the Board of Supervisors adopt the new 40 hour class specification of Deputy Public Guardian-Conservator I/II/III (class 0670, salary range 370/380/390, unit 4); adopt the revised class specification for Public Guardian-Conservator (class 0842, salary range 454, unit 8); adopt the revised class specification for Assistant Public Guardian-Conservator (class 0677, salary range 418, unit 8); and adopt Resolution No.______, (attached) approving the amendment to Appendix A of the Memorandum of Understanding between the County of Humboldt and the American Federation of State, County, and Municipal Employees (AFSCME), Local1684 to adopt the new 40 hour class of Deputy Public Guardian-Conservator I/II/III (class 0670, salary range 370/380/390, unit 1) effective the beginning of the biweekly pay period following approval.

Attachments:

Amendment to Appendix A of the Memorandum of Understanding.pdf

Planning and Building Department

23. Reallocation of 37.5 Hour Work Classifications to 40 Hour Work Classifications

Recommendation:

That the Board of Supervisors approve the reallocation of the following positions from 37.5 hour work week classifications to 40 hour work week classifications: Plan Checker I/II in budget unit 262 (class 317, salary range 434/444, positions 01,02) to Plan Checker I/II (class 327, salary range 447/457); Building Inspector I/II in budget unit 262 (class 318, salary range 377/400, positions 01,02,03) to Building Inspector I/II (class 308, salary range 390/413); Permit Specialist I/II in budget unit 262 (class 335, salary range 351/369, positions 01,02,03) to Permit Specialist I/II (class 325, salary range 364/382); Senior Permit Specialist in budget unit 262 (class 337, salary range 396, position 01) to Senior Permit Specialist (class 0326, salary range 409); Senior Building Inspector in budget unit 262 (class 340, salary range 424, position 02) to Senior Building Inspector (class 332, salary range 437); Planner I/II in budget unit 268 (class 631, salary range 369/396, position 01, 02, 03) to Planner I/II (class 333, salary range 382/409); Planner I/II in budget unit 277 (class 631, salary range 369/396 position 02, 01) to Planner I/II (class 333, salary range 382/409); Planning Technician I/II in budget unit 277 (class 328, salary range 337/351, position 01, 02) to Planning Technician I/II (class 334, salary range 350/364); Senior Planner in budget unit 268 (class 630, salary range 433, position 01) to Senior Planner (class 660, salary range 446); Senior Planner in budget unit 277 (class 630, salary range 433, position 04) to Senior Planner (class 660, salary range 446); Senior Planner in budget unit 282 (class 630, salary range 433, position 02) to Senior Planner (class 660, salary range 446); Geographic Information Systems Analyst in budget unit 282 (class 331, salary range 397, position 01) to Geographic Information Systems Analyst (class 0339,

salary range 410); Office Assistant I/II in budget unit 268 (class 180, salary range 255/286, position 01) to Office Assistant I/II (class 179, salary range 268/299); authorize the reallocation of aforementioned classifications from 37.5 to 40 hour in budget units 262, 268, 277, 282 as positions become vacant; authorize the reallocation of aforementioned classifications from 37.5 to 40 hour in budget units 262, 268, 277, 282 should the incumbent in the position request the change; approve and direct the Auditor Controller to transfer \$40,962.00 from fund 3564 to 1100262-707800; approve and direct the Auditor-Controller to transfer \$16,413.00 from fund 3575 to 1100277-707800; and approve and direct the Auditor-Controller to transfer \$14,674.00 from fund 3698 to 1100282-706025, effective the beginning of the biweekly pay period following approval.

Attachments:

Reallocation of 37.5 Hour Work Classifications to 40 Hour Work Classifications.pd

Probation

24. Approval of First Amendment to Lease Agreement with PWM, Inc. and Fred Lundblade (Lessors) for Office Suites B, H & F at 555 H Street, in Eureka

Recommendation:

That the Board of Supervisors approve and authorize the chairperson of the Board to execute the First Amendment to Lease, in duplicate, to extend the lease with Lessor for office space at 555 H Street, in Eureka, for the period beginning November 1, 2017 through October 31, 2019, with the County having options to further extend the lease for two, one-year terms; and direct the Clerk of the Board to return one original executed amendment to Public Works-Real Property Division for transmittal to Lessor, retaining the second original executed amendment with meeting records.

Attachments:

Approval of first amendment to lease agreement with PWM.pdf

Public Works

25. Request for Budget Transfer/Adjustment in Roads Heavy Equipment ISF (3540330) for Purchase of an Air Compressor (4/5 Vote Required)

Recommendation: That the Board of Supervisors approve the attached Request for Budget

Transfer/Adjustment in the amount of 22,768 for the Roads Heavy Equipment ISF Division to purchase an air compressor in the current fiscal year (4/5 vote

required).

Attachments: Budget Transfer Request.pdf

Sheriff

26. Approval of Agreement to Provide Law Enforcement Services within the City of Trinidad by the Humboldt County Sheriff's Office for the Thirty-six Month Term Beginning July 1, 2017 and Expiring June 30, 2020

Recommendation: That the Board of Supervisors approve the agreement to provide law enforcement

services (Attachment 1) within the City of Trinidad by the Humboldt County Sheriff's Office for the thirty-six month term beginning July 1, 2017 and expiring on June 30, 2020; authorize the Chair of the Board of Supervisors and the Humboldt County Sheriff to execute three (3) originals of the agreement; and 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

contract.

Attachments: Approval of Agreement to Provide Law Enforcement Services.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
- F. MATTERS SET FOR TIME CERTAIN
- G. ITEMS PULLED FROM CONSENT

H. MATTERS INITIATED BY BOARD MEMBERS

I. DEPARTMENT REPORTS

Department of Health and Human Services: Public Health

1. Introduction of Ordinance Repealing Sections 612-3 and 615-7; Amending Sections 611-1 through 611-6, 611-11, 611-12, 612-1, 612-2, 612-4 through 612-8, 613-1, 613-3 through 613-5, 614-1, 615-1 through 615-5, 615-8, 615-9, 616-1 through 616-6; Adding Sections 613-4 and 617-1 Relating to Sewage and Onsite Wastewater Treatment and Sewage Cleaning to Title VI 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 November 7, 2017, or at least one (1) week away from the date of this hearing; 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 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)]; 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)]; and direct the Department of Health and Human Services (DHHS) to file the attached Notice of Exemption with the Humboldt County Clerk in accordance with the requirements of the California Environmental Quality Act.

Attachments:

Introduction of Ordinance Repealing Sections.pdf

Proof of Publication.pdf

Planning and Building Department

2. Introduction of Ordinance Amending Sections 328-2, 331-28, 331.5-22, 337-21, 351-6, 351-13, 351-19, 352-4, 352-14, 352-18, 352-23, and 353-4 and Adding Section 352-24 to Title III of the Humboldt County Code Relating to Public Nuisances, Abatement and Penalties and Amending Section 434-6 to Title IV of the Humboldt County Code Relating to Parking Zones, Bus Zones and Weight Limits

Recommendation:

That the Board of Supervisors introduce the attached ordinance by title and waive the first reading; set the ordinance for adoption on November 7, 2017, or at least one (1) week away from the date of this hearing; 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 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)]; 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)]; and direct staff to file the attached Notice of Exemption with the Humboldt County Clerk in accordance with the requirements of the California Environmental Quality Act.

Attachments: Proposed Ordinance.pdf

Proof of Publication.pdf

J. PUBLIC HEARINGS

Auditor/Controller

1. Resolution Establishing Fiscal Year 2017-2018 Budgets for Special Districts Governed by the Humboldt County Board of Supervisors

Recommendation: That the Board of Supervisors adjourn and reconvene as the Board of Directors

of those special districts governed by the Board of Supervisors; open the public hearing; receive reports from staff; receive testimony from public; close the public hearing; approve and adopt the Fiscal Year 2017-2018 budgets for special districts

governed by the Board of Supervisors; and adopt the attached resolution establishing fiscal year 2017-2018 budgets for special districts governed by the

Board of Supervisors.

Attachments: Resolution Establishing Fiscal Year 2017-2018 Budgets for Special Districts.pdf

Proof of Publication

Planning and Building Department

2. Safe Homes Program (Building Permit Penalty Fee Waiver Program)

Recommendation: That the Board of Supervisors open the public hearing and receive the staff report

and public comment; close the public hearing and deliberate; and adopt Resolution

No._____ (Attachment 1), a Resolution of the Board of Supervisors of the County of Humboldt Implementing the Safe Homes Program for the time period

of October 25, 2017 through December 31, 2022.

Attachments: Safe Homes Program.pdf

3. Final Reports 2014 Community Development Block Grant (CDBG) Infrastructure Needs and Reuse on the Samoa Peninsula and Samoa Peninsula Wastewater Legal Parcel Analysis

Recommendation: That the Board of Supervisors open public hearing; receive staff report and review

two final CDBG funded studies: Infrastructure Needs and Reuse on the Samoa Peninsula and Samoa Peninsula Wastewater Legal Parcel Analysis; take public

comment; and close public hearing.

Attachments: Final Reports 2014 Community Development Block Grant (CDBG).pdf

K. DISCUSSION ITEMS

L. CLOSED SESSION

M. 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/