

BOARD OF SUPERVISORS

REX BOHN
Chair - First District
ESTELLE FENNEL
Vice-Chair - Second District
MIKE WILSON
Third District
VIRGINIA BASS
Fourth District
STEVE MADRONE
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, January 8, 2019

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. Capital Asset Policy

Recommendation: That the Board of Supervisors:
1. Approve adoption of the attached Capital Asset Policy; and
2. Authorize the use of the capitalization thresholds contained in the policy for recording and depreciating assets starting in fiscal year 2018-19.

Attachments: [Staff Report](#)
[Draft Capital Asset Policy 12-4-2018](#)

Board of Supervisors

2. Human Trafficking Awareness Proclamation (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors:
1. Adopt the proclamation.

Attachments: [Staff Report](#)
[Human Trafficking.pdf](#)

3. Letter of Support for the Karuk Tribe's Application for "Treatment as a State" (TAS) Authority of the Clean Water Act (CWA) (Supervisor Mike Wilson)

Recommendation: That the Board of Supervisors:
1. Authorize the Chair to sign and send the attached letter.

Attachments: [Staff Report](#)
[Yurok TAS Letter](#)

Clerk of the Board

4. Notice of Vacancy on Citizens' Advisory Committee on Measure Z Expenditures and Appointment of Glenn Ziemer as the District 1 Representative

Recommendation: That the Board of Supervisors:
1. Receive and file this report; and
2. Appoint Glenn Ziemer as the District 1 representative for a term expiring January 20, 2023.

Attachments: [Staff Report](#)
[Measure Z Committee Roster Redacted](#)
[MEASURE Z CITIZEN ADVISORY ALTERNATE VACANCIES 122818](#)
[Jonathan Flyer Resignation](#)
[Mike Newman Resignation](#)
[John McFarland Resignation](#)
[Brian Anderson Resignation](#)

5. Approval of the Action Summary - Meeting of December 18, 2018

Recommendation: That the Board of Supervisors:

1. Approve the Action Summary for the meeting of December 18, 2018 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

Attachments: [Staff Report](#)
 [Action Summary 12-18-18](#)

6. Approval of the Action Summary - Special Meeting of December 17, 2018

Recommendation: That the Board of Supervisors:
1. Approve the Action Summary for the meeting of December 17, 2018 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

Attachments: [Staff Report](#)
 [Action Summary 12-17-18](#)

7. Notice of Vacancy on the Housing Trust Fund and Homelessness Solutions Committee (HTFHSC)

Recommendation: That the Board of Supervisors:
1. Receive and file the report.

Attachments: [Staff Report](#)
 [Housing Trust Fund Homelessness Solutions Committee Position Vacancies 103118](#)
 [Housing Trust Fund and Homelessness Solutions Committee Roster Redacted](#)

County Administrative Office**8. Appointment of Law Library Trustees**

Recommendation: That the Board of Supervisors:

1. Appoint Jeffrey Blanck to serve as an ex officio member of the Law Library Trustees at the request of the Chair of the Board of Supervisors; and
2. Appoint Maggie Fleming and Cyndy Day-Wilson to the Board of the Law Library Trustees.

Attachments: [Staff Report](#)

9. New Appointment to the Humboldt County Workforce Development Board (HC-WDB)

Recommendation: That the Board of Supervisors:

1. Review the attached membership application for Vivian Deniston; and
2. Appoint Vivian Deniston to the HC-WDB for a two-year term effective immediately and pursuant to the HC-WDB bylaws.

Attachments: [Staff Report](#)
[Vivian Deniston - Redacted](#)

10. Bid Authorization for Americans with Disabilities Act (ADA) Department of Justice (DOJ) Consent Decree Barrier Removal at A.W. Way Park, 36588 Mattole Road, Petrolia, California 95558

Recommendation: That the Board of Supervisors:

1. Receive and approve the plans and specifications for A.W. Way Park Americans with Disabilities Act (ADA) Project; and
2. Authorize the Clerk of the Board to advertise the above-referenced project, pursuant to Section 22037 of the California Public Contract Code, with bids to be open on February 12, 2019.

Attachments: [Staff Report](#)
[Attachment 1 Architectural Plans for ADA improvements at AW Way Park](#)
[Attachment 2 Specifications for ADA improvements at AW Way Park](#)

11. Bid Award Authorization for Americans with Disabilities Act (ADA) Department of Justice (DOJ) Consent Decree Barrier Removal at Humboldt County Correctional Facility Medical Unit, 901 5th Street, Eureka, CA. Project Number 2017-103

Recommendation: That the Board of Supervisors:

1. Receive and file the bids for the Humboldt County Correctional Facility Medical Unit, Project Number 2017-103;
2. Award the project to the lowest responsible and responsive bidder, RH Construction; and
3. Authorize the County Administrative Officer to sign the construction agreement with RH Construction, in the form of the attached sample agreement subject to approval from County Counsel and Risk Management.

Attachments: [Staff Report](#)
[November 20 2018 Bid Results](#)
[Construction Agreement- RH Construction](#)

Department of Health and Human Services: Administration

12. Award from the United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration (SAMHSA) for Drug Free Communities activities and Supplemental Budget in fund 1175 for Fiscal Year 2018-19 (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Approve and accept the notice of award from SAMHSA and Drug Free Communities (DFC) for \$125,000 per year for five (5) years for a total of \$625,000 to support the Humboldt Allies for Substance Abuse Prevention Coalition project;
2. Direct the Auditor-Controller to create budget unit (BU) 451 - Drug Free Community in fund 1175 Public Health for fiscal year (FY) 2018-19 and approve the supplemental budget per Attachment B, in the amount of \$125,000 (4/5 vote);
3. Approve the allocation of one (1) 1.0 full-time equivalent (FTE) Health Education Specialist I/II (class 1595, salary range 403) position in BU 414 - Health Education effective immediately upon Board approval; and
4. Authorize the Director of Public Health or designee to approve any future documents directly related to the grant acceptance, such as budget adjustments that do not require matching funds from the county, upon County Counsel and Risk Management review and approval.

Attachments: [Staff Report](#)
[Copy of the Substance Abuse and Mental Health Services Administration's Drug Free Creation of Budget Unit 451- Drug Free Community](#)

13. State Agreement with the California Governor's Office of Emergency Services for a 2019 Hazardous Materials Area Plan Exercise and Supplemental Budget (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Approve and Authorize the Public Health Director or their designee to execute the Grant Agreement between the California Governor's Office of Emergency Services (OES) and the Department of Health and Human Services (DHHS), Public Health, Division of Environmental Health (DEH) for \$26,363 for the period of October 15, 2018 through September 15, 2019;
2. Authorize the Public Health Director, or their designee to execute any subsequent amendments directly related to the Agreement thereto after review and approval by County Counsel and Risk Management;
3. Direct the Clerk of the Board to send a fully executed Agenda Item to DHHS - Contract Unit; and
4. Direct the Auditor-Controller to process the attached supplemental budget in Fund 1175, Budget Unit 411-Hazardous Material Program for fiscal (FY) year 2018-19 (4/5 vote required).

Attachments: [Staff Report](#)
[HMEP Grant from OES](#)
[Supplemental Budget Request](#)

Department of Health and Human Services: Mental Health

14. Resolution Authorizing the Humboldt County Department of Health and Human Services to Apply for and Accept Funding Made Available through the California Department of Housing and Community Development's No Place Like Home Program

Recommendation: That the Board of Supervisors:

1. Adopt the attached resolution which authorizes the Humboldt County Department of Health and Human Services Director, or a designee thereof, to apply for and accept, if awarded, funding made available through the California Department of Housing and Community Development's No Place Like Home Program; and
2. Direct the Clerk of the Board to return a fully executed certified copy of the attached resolution to the Department of Health and Human Services - Contract Unit for submission to the California Department of Housing and Community Development.

Attachments: [Staff Report](#)
[Resolution 19-01](#)
[No Place Like Home Program Notice of Funding Availability dated October 15, 2017](#)
[No Place Like Home Program Guidelines dated July 17, 2017](#)

Human Resources

15. Ordinance Amending Chapter 3 of Division 1 of Title II of the Humboldt County Code Relating to Compensation of the Board of Supervisors

Recommendation: That the Board of Supervisors:

1. Adopt Ordinance No. _____, amending Chapter 3 of Division 1 of Title II of the Humboldt County Code relating to compensation of the Board of Supervisors; and
2. Direct the Clerk of the Board, within fifteen (15) days after adoption, to publish a post-adoption summary of the ordinance with the names of the Supervisors voting for and against the ordinance, and direct the clerk to post in the office of the Clerk of the Board a certified copy of the full text of the ordinance.

Attachments: [Staff Report](#)
[Amended Humboldt County Code Section 213-1](#)
[Ordinance 2621](#)
[Post-Adoption Summary](#)
[Proof of Publication.pdf](#)

Planning and Building Department

16. Reallocation of Business Manager to Administrative Analyst (M/C) (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Approve the allocation of an Administrative Analyst I/II (M&C) (class 0605, salary range 423/454) in budget unit 277; and
2. Approve the deallocation of the Business Manager position (class 0608, salary range 450) (4/5 vote required), effective immediately.

Attachments: [Staff Report](#)
[1. 2018-11-08 HR Class Review Response Memo.pdf](#)

Probation

17. Agreement with Redwood Coast Action Agency and Corresponding Supplemental Budget for Budget Unit 294, for Contract Services (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Approve the attached agreement between Humboldt County Probation and Redwood Coast Action Agency (RCAA) to provide long-term case management

- services to clients recovering from drug and alcohol addiction;
- 2. Authorize the Chief Probation Officer to execute this agreement, as well as any amendments or extensions necessary to complete this year agreement; and
- 3. Approve the corresponding supplemental budget for budget unit 294, (4/5 vote required).

Attachments: [Staff Report](#)
[Supplemental Budget](#)
[2018-10-17 EC Minutes & RCAA Propsoal](#)
[Professional Services Agreement](#)

Public Works

18. Request to Approve Third Amendment to the Lease at 2440 Sixth Street, Eureka, with Humboldt Partners

Recommendation: That the Board of Supervisors:

- 1. Approve the third amendment to the lease with Humboldt Partners at 2440 Sixth Street, Eureka, for office space for the Department of Health and Human Services (DHHS) to add real property located at 2430 and 2426 Sixth Street, Eureka;
- 2. Authorize the Chair of the Board to sign two (2) originals of the Third Amendment to the Lease; and
- 3. Direct the Clerk of the Board to return one (1) executed original of the Third Amendment to the Lease to Public Works - Real Property - for transmittal to Lessor.

Attachments: [Staff Report](#)
[Attachment No. 1 - Lease](#)
[Attachment No. 2 - First Amendment](#)
[Attachment No. 3 - Second Amendment](#)
[Third Amendment](#)

19. Rehabilitation of Jacoby Creek Bridge (4C-124) on Brookwood Drive (4K250); Federal Project Number BRLO 5904(126); Contract Number 594124

Recommendation: That the Board of Supervisors:

- 1. Accept the completed contract, including all change orders approved by the Public Works Department, between Kern Construction and Humboldt County for construction of Rehabilitation of Jacoby Creek Bridge on Brookwood Drive; and
- 2. Approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$121.91, which will bring the total amount paid to 100 percent of the contract.

Attachments: [Staff Report](#)
[Acceptance Statement](#)
[Executed Contract and Contract Change Orders 1-3](#)

20. Authorization for the Humboldt County Department of Public Works to Accept and Administer Funding Made Available through the 2018 Grants Clearinghouse Fire Prevention Program and Approval of the Associated Supplemental Budget (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Authorize the Humboldt County Public Works Director, or a designee thereof, to execute a state standard agreement and any other documents, including, without limitation, professional services agreements, necessary to accept and administer funding made available through the 2018 Grants Clearinghouse Fire Prevention Program; and
2. Direct the Humboldt County Auditor-Controller to supplement the following budget (4/5 vote required):

| | | |
|-------------------------|-------------------------------|-------------|
| Revenue: 1720289-505105 | USFS Clearinghouse Grant Fire | \$55,000.00 |
| Expense: 1720289- 3114 | USFS Clearinghouse Grant Fire | \$55,000.00 |

Attachments: [Staff Report](#)
[Attachment 1-California Fire Safe Council Grants Clearinghouse Proposal](#)
[Attachment 2-California Fire Safe Council 2018 Grant Award Announcements](#)

21. Extension of Extra-Help Hours- Roads Maintenance 1200 325 (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Extend Tyler Hunt extra-help employment hours to a maximum of 1920 hours for fiscal year 2018-2019 pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

Attachments: [Staff Report](#)

Sheriff

22. Humboldt County Drug Task Force (HCDTF) Memorandum of Understanding, Authorization to Execute Agreements, Appropriations Transfer and Supplemental Budget Requests (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Retroactively approve the attached HCDTF Memorandum of Understanding;
2. Retroactively authorize the Sheriff or Chair of the HCDTF to execute any and

all leases and other agreements for the sole benefit of HCDTF as directed by the HCDTF Executive Board entered into on or after October 1, 2018;

3. Approve an appropriations transfer request in FY 2018-19 Budget Unit 265 Sheriff's Drug Task Force for building improvements; and
4. Approve a supplemental budget request in FY 2018-19 Budget Unit 265 Sheriff's Drug Task Force to allow for asset forfeiture distributions to member agencies (4/5 vote required).

Attachments: [Staff Report](#)
[Drug Task Force MOU](#)
[Appropriation Transfer Request for Budget Unit 265 - Building Improvements](#)
[Supplemental Budget Request for Budget Unit 265 - Asset Forfeiture Distributions](#)

Treasurer/Tax Collector

23. Resolution Authorizing Cutten School District to Issue General Obligation Bonds

Recommendation: That the Board of Supervisors:

1. Adopt Resolution _____ (Attachment 1) authorizing the Cutten School District to issue General Obligation Bonds from the Election of 2018; and
2. Direct the Clerk of the Board to provide a certified copy of the resolution to the Treasurer-Tax Collector.

Attachments: [Staff Report](#)
[Resolution 19-02](#)
[Cutten SD Resolution No. 1019-05](#)

24. Assignment of Acting Supervisor Out of Class Temporary Pay Assignment of Suzanne Hernandez from Senior Revenue Recovery Officer to Program Coordinator

Recommendation: That the Board of Supervisors:

1. Approve the acting supervisor out of class temporary pay assignment of Suzanne Hernandez from Senior Revenue Recovery Officer (Class 1199, Range 379) to Program Coordinator (Class 0425, Range 436) pursuant to American Federation of State, Municipal and County Employees (AFSCME) Memorandum of Understanding section 12.4, retroactively to January 1, 2019.

Attachments: [Staff Report](#)
[Agenda Item New Cooperative Agreement With Court.doc](#)

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.

Public Comment Sign-In Sheet and Handouts

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

E. SPECIAL PRESENTATIONS

F. MATTERS SET FOR TIME CERTAIN

Board of Supervisors

1. 9:30 a.m. - Presentation on the Fishing Community Sustainability Plans for Eureka and Shelter Cove (Supervisor Estelle Fennell)

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

Attachments: [Staff Report](#)
[H-1 Fishing Community Sustainability Plans for Eureka and Shelter Cove Agenda I](#)
[Eureka FCSP_Public Review Draft.pdf](#)
[Shelter Cove FCSP Public Review Draft.pdf](#)

G. ITEMS PULLED FROM CONSENT

H. MATTERS INITIATED BY BOARD MEMBERS

Board of Supervisors

1. Presentation from the Humboldt County Domestic Violence Coordination Council Prevention Committee on Human Trafficking (Supervisor Estelle Fennell)

Recommendation: That the Board of Supervisors:
1. Hear the presentation and take appropriate action as required.

Attachments: [Staff Report](#)

I. DEPARTMENT REPORTS

Clerk of the Board

1. Appointment of Board Members to Various Boards, Commissions and Committees for Calendar

Year 2019

Recommendation: That the Board of Supervisors:
1. Appoint Board Members to various Boards, Commissions and Committees for calendar year 2019.

Attachments: [Staff Report](#)
[2018 Boards, Commissions and Committees List](#)
[2019 Boards, Commissions and Committees List](#)

J. PUBLIC HEARINGS

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://humboldt.gov/>