

BOARD OF SUPERVISORS

REX BOHN
Chair - First District
ESTELLE FENNELL
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, September 10, 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.

Board of Supervisors

1. Appoint Kyle Gabel to the Aviation Advisory Committee as an At-Large Member (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors:
1. Appoint Mr. Gabel to the Aviation Advisory Committee as an At-Large Member.

Attachments: [Staff Report](#)
[Aviation Advisory CommitteeRedecated09102019.doc](#)

2. Childhood Cancer Awareness Month Proclamation (Supervisor Rex Bohn)

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

Attachments: [Staff Report](#)
[Childhood Cancer.pdf](#)

Clerk of the Board

3. Approval of the Action Summary - Meeting of September 3, 2019

Recommendation: That the Board of Supervisors:
1. Approve the Action Summary for the meeting of September 3, 2019 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 9-3-19](#)

County Administrative Office

4. Transient Occupancy Tax Agreement with Redwood Region Entertainment and Education Liaisons, Inc.

Recommendation: That the Board of Supervisors:
1. Approve the attached Agreement with the Redwood Region Entertainment and Education Liaisons, Inc. (RREEL) and authorize the Chair to sign two (2) copies; and
2. Direct the Clerk of the Board to return the two (2) signed agreements to the Economic Development Division.

Attachments: [Staff Report](#)
[RREEL-Film Commission Professional Services Agreement - FINAL - je rev 7-31-19](#)
[Executed RREEL-Film Commission Professional Services Agreement](#)

5. Allocation of 1.0 Full-Time Equivalent Information Technology (IT) Security Analyst I/II/III (M/C) and Deallocation of a 1.0 Full-Time Equivalent IT Technician I/II

Recommendation: That the Board of Supervisors:
1. Deallocate 1.0 full-time equivalent (FTE) IT Technician I/II (class 0189, salary range 408/428) in budget unit (BU) 3550-118, effective the pay period following Board approval; and
2. Allocate 1.0 FTE Security Analyst I/II/III (M/C) (class 0289, salary range 452/467/501) in BU 3550-118, effective the pay period following Board approval.

Attachments: [Staff Report](#)

6. Ratify Fee Agreement and Letter of Engagement with Sacks, Ricketts & Case LLP

Recommendation: That the Board of Supervisors:

1. Ratify the Fee Agreement and Letter of Engagement signed by the County Administrative Officer/Purchasing Agent on March 26, 2019 with Sacks, Ricketts & Case LLP for an independent investigation to be conducted by Todd Simonson.

Attachments: [Staff Report](#)
[Fee Agreement and Engagement Letter with Sacks Rickett.pdf](#)

Department of Health and Human Services: Administration

7. Professional Services Agreement with Affordable Homeless Housing Alternatives, Inc. Regarding the Provision of Mobile Hygiene Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Affordable Homeless Housing Alternatives, Inc. regarding the provision of mobile hygiene services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2020;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all amendments to the attached professional services agreement with Affordable Homeless Housing Alternatives, Inc. after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with Affordable Homeless Housing Alternatives, Inc. to the Department of Health and Human Services - Contract Unit for further processing.

Attachments: [Staff Report](#)
[Professional Services Agreement with Affordable Homeless Housing Alternatives, I AHHA GL UL 02-02-2020 Certificate \(\)](#)
[Executed Professional Services Agreement with Affordable Homeless Housing Alte](#)

8. Inter-Departmental Memorandum of Understanding By and Between the Humboldt County Department of Health and Human Services and the Humboldt County Public Defender's Office Regarding the Provision of Supportive Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Humboldt County Department of Health and Human Services Director and the Humboldt County Public Defender, or designees thereof, to execute, the attached inter-departmental memorandum of understanding regarding the provision of supportive services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2021; and
2. Authorize the Humboldt County Department of Health and Human Services Director and the Humboldt County Public Defender, or designees thereof, to execute any and all subsequent amendments to the attached inter-departmental memorandum of understanding after review and approval by County Counsel, Risk Management and the County Administrative Office.

Attachments:

[Staff Report](#)

[Inter-Departmental Memorandum of Understanding By and Between the Humboldt Cou](#)

9. Professional Services Agreement with Humboldt Senior Resource Center Regarding the Provision of Housing Assistance Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Humboldt Senior Resource Center regarding the provision of housing assistance services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2018 through June 30, 2021;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Humboldt Senior Resource Center after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return a fully executed original copy of the attached professional services agreement with Humboldt Senior Resource Center to the Department of Health and Human Services - Contract Unit for further processing.

Attachments:

[Staff Report](#)

[Professional Services Agreement with Humboldt Senior Resource Center Regarding the Co of Humboldt \(for grants\) 062519](#)

[COI County of Humboldt Department of Health](#)

[COI Humboldt CO. HEAP Umbrella Liab.](#)

[Executed Professional Services Agreement with Humboldt Senior Resource Center Reg](#)

10. Professional Services Agreement with the Housing Authority of the County of Humboldt Regarding the Provision of Housing Assistance Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with the Housing Authority of the County of Humboldt regarding the provision of housing assistance services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2021;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with the Housing Authority of the County of Humboldt after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one fully executed copy of the attached professional services agreement with the Housing Authority of the County of Humboldt to the Department of Health and Human Services - Contract Unit for further processing.

Attachments:

[Staff Report](#)

[Professional Services Agreement with the Housing Authority of the County of Humboldt](#)

[CHWCA Insurance](#)

[LAWCX Insurance](#)

[Liability Insurance](#)

[Executed Professional Services Agreement with the Housing Authority of the County of](#)

11. Professional Services Agreement with Arcata House Partnership Regarding the Provision of Emergency Shelter and Supportive Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Arcata House Partnership regarding the provision of emergency shelter and supportive services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2021;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Arcata House Partnership after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with Arcata House Partnership to the Department of Health and Human Services - Contract Unit for further processing.

Attachments:

[Staff Report](#)

[Agreement with Arcata House Partnership to Provide Access to 24-Hour Low Barrier Shelter AHP Shelter Ops COI](#)

[AHP Shelter Ops WC COI](#)

[Executed Agreement with Arcata House Partnership to Provide Access to 24-Hour Low](#)

Human Resources

12. Temporary Increase in Pay for Blair Angus, Assistant County Counsel, Pursuant to Resolution 18-82 Regarding Compensation Plans for Designated Management and Confidential Employees

Recommendation: That the Board of Supervisors:

1. Authorize a temporary increase in pay for Blair Angus, Assistant County Counsel (Class 603, Salary Range 582) to the position of County Counsel retroactive to March 27, 2019.

Attachments:

[Staff Report](#)

Planning and Building Department

13. Retroactive compensation for Keith Ingersoll, Plan Checker, as Interim Chief Building Official (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Authorize Keith Ingersoll to act as the interim Chief Building Official and be compensated accordingly as allowed in Section 12.4 of the Memorandum of Understanding between the County of Humboldt and American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) effective August 6, 2019 and remaining in that capacity until a Chief Building Official is hired.

Attachments: [Staff Report](#)
[Ingersoll Appointment Memo Signed.pdf](#)

Public Defender

14. Agreement with Thomson Reuters West Publishing for Online Research Services

Recommendation: That the Board of Supervisors:

1. Approve the attached agreement between the County of Humboldt Public Defender and Thomson Reuters West Publishing; and
2. Authorize purchasing to execute the attached contract agreement with Thomson Reuters West Publishing for online legal research subscription services.

Attachments: [Staff Report](#)
[2019 Revised Westlaw Access_West Order Form_ii_2019-07-22.pdf](#)

Public Works

15. Ninth Amendment to the Agreement for Professional Services with Quincy Engineering, Inc. Regarding the Provision of Design Engineering and Project Development Services Pertaining to the Replacement of the Pine Hill Road Bridge (04C-173) Over Swain Slough, Contract Number: 594020

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached ninth amendment to the agreement for professional services with Quincy Engineering, Inc. regarding the provision of design engineering and project development services pertaining to the replacement of the Pine Hill Road Bridge; and
2. Direct the Clerk of the Board to return two (2) fully executed original copies of the attached ninth amendment to the Department of Public Works for further processing.

Attachments:[Staff Report](#)[A1_2012-04-03_Consultant Services Agreement with Quincy for Pine Hill Road Br](#)[A2_2013-01-13_Quincy Time Extension.pdf](#)[A3_2014-06-25_Quincy Time Extension.pdf](#)[A4_2013-08-13_Quincy Terrestrial Agreement.pdf](#)[A5_2013-08-21_Quincy Aquatic Agreement.pdf](#)[A6_2014-04-18_Quincy Detailed Seismic Studies Agreement for PHRB.pdf](#)[A7_2015-07-21_Agenda Item RE Board Ratification for previous modifications for \]](#)[A8_2015-07-21_Amendment Additional Seismic Geotechnical studies for PHRB.pd](#)[A9_2016-06-21_Quincy Time Extension.pdf](#)[A10_2017-12-05_Eighth Amendment to PHRB Professional Services Agreement.pd](#)[A11_Ninth Amendment to PHRB Design Services Agreement.pdf](#)[A12_COI_Quincy_Certificate_2019.pdf](#)[A11_Ninth Amendment to PHRB Design Services Agreement \(RM 8.29.19\).pdf](#)[Executed Ninth Amendment to PHRB Design Services Agreement](#)

- 16.** Accept Completed Contract for Williams Creek Bridge (4C-258) Replacement on Grizzly Bluff Road (2G100); Federal Project Number BRLS-5904(127); Contract Number 594209

Recommendation: That the Board of Supervisors:

1. Accept the completed contract, including all change orders approved by the Public Works Department between McCullough Construction, Inc., and Humboldt County for construction of the Williams Creek Bridge Replacement on Grizzly Bluff Road; and
2. Approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$5,231.32, which will bring the total amount paid to 100 percent of the contract.

Attachments:[Staff Report](#)[Acceptance Letter](#)[Executed Contract and Contract Change Orders 1-15](#)**D. ITEMS PULLED FROM CONSENT**

E. 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.

F. SPECIAL PRESENTATIONS**G. MATTERS INITIATED BY BOARD MEMBERS****H. DEPARTMENT REPORTS****I. PUBLIC HEARINGS****Planning and Building Department**

1. Annual Review of Limits and Prescribed Distribution of Commercial Cannabis Permitting and Acreage Allowances

Recommendation: That the Board of Supervisors:

1. Open the public hearing and receive the staff report and testimony by the public;
2. Close the public hearing; and
3. Direct staff to continue to monitor applications within the critical watersheds and pursue abatement of the most egregious violations and keep the permit caps and cultivation prohibitions established by Resolution 18-43 in place.

Attachments:

[Staff Report](#)

[Attachment 1: Resolution 18-43 - Establishing a Cap.pdf](#)

J. DISCUSSION ITEMS**K. MATTERS SET FOR TIME CERTAIN****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 three 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/>