

BOARD OF SUPERVISORS

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



COUNTY STAFF

AMY S. NILSEN  
County Administrative Officer  
JEFFREY S. BLANCK  
County Counsel  
KATHY HAYES  
Clerk of the Board

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

**ACTION SUMMARY**

Tuesday, October 9, 2018

9:00 AM

Regular Meeting

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*Supervisor Ryan Sundberg was absent.*

**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR**

**Auditor/Controller**

1. Distribution of Excess Proceeds from Tax Sale of March 17-20, 2017

**Recommendation:** That the Board of Supervisors approve the distribution of the excess proceeds resulting from the March 17-20, 2017 public auction of parcels listed on Attachment A to the claimants and in the amounts listed for each parcel.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

**Board of Supervisors**

2. Henderson Center Kiwanis 2018 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.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

3. Appreciation Letter to Tristin Severns for Service on the Behavioral Health Board (Supervisor Mike Wilson)

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

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

4. Letter of Appreciation for Christine Willfong for Her Service on the Human Rights Commission Representing District 5 (Supervisor Ryan Sundberg)

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

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

**Clerk of the Board**

5. Letters of Appreciation to Robert Christensen and Deanna Sisk for their Service on the Workforce Development Board

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

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

6. Approval of the Action Summary - Meeting of October 2, 2018

**Recommendation:** That the Board of Supervisors approve the Action Summary for the meeting of October 2, 2018 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

**Human Resources**

7. Proposed Amendment to the July 1, 2017 - June 30, 2020 Compensation Plan for Management & Confidential Employees for the New Classification of Natural Resources Planning Manager

**Recommendation:** That the Board of Supervisors adopt the new classification of Natural Resources Planning Manager (class 0309, salary range 460, unit 08) into the classification plan; and adopt Resolution No. \_\_\_\_\_ (attached) approving the amendment to Attachment 1 of the July 1, 2017 - June 30, 2020 Compensation Plans for Management & Confidential Employees to include the new job class of Natural Resources Planning Manager (class 0309, salary range 460, unit 08) effective the first full pay period following approval by the Board.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

8. Revised Job Specification for Housing Assistance Coordinator Position

**Recommendation:** That the Board of Supervisors adopt the revised classification of Housing Assistance Coordinator.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

9. Advance Salary Request for Administrative Services Officer Kristin Kovacs (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors approve an advance step salary step for Administrative Services Officer, Step A, Kristin Kovacs, to Administrative Services Officer, Step C, effective October 8, 2018, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 Vote Required).

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

**Public Defender**

10. Advanced Step Increase for Deputy Public Defender, Richard Leohner, Jr. (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors approve a retroactive step increase for Richard Leohner, Deputy Public Defender III, from Step 1A to Step C (Class 604, Salary Range 488) for Conflict Counsel, Budget Unit No. 1100-246 effective August 27, 2018.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

**Public Works**

11. Request to Approve the Second Option to Extend the Lease with A&K Investments, LLC for 510 Fifth Street, Eureka

**Recommendation:** That the Board of Supervisors approve exercising the second option to extend the lease at 510 Fifth Street, Eureka with A&K Investments, LLC through December 31, 2023; and authorize Public Works - Real Property Division to send a notice to lessor that the county is exercising the second option to extend the lease through December 31, 2023.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

12. Humboldt County Eureka Veterans Memorial Building Seismic Repair Project, Change Order Number 5.0, Project Number 210502, DSR (Disaster Survey Report) 2987, 2946, 3401, 3724 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors approve and authorize the Public Works Director to execute, Change Order Number 5.0 for a \$347,038.08 cost increase and a time extension of 73 days (4/5 Vote Required); approve use of the 2016 Finance Plan for the Eureka Veteran's Memorial Seismic Repair Project for \$155,900 to secure the county's anticipated 25 percent match requirement and ineligible costs per the future supplemental California Office of Emergency Services for Damage Survey Report; and adopt the following supplemental budget (4/5 Vote Required) for FY 2018-19: Revenue: 1100170-708250 Proceeds from Finance Plan \$155,900  
Expenditure: 1100170-8823 Eureka Veterans Memorial \$ 155,900.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

13. Supplemental Budget for Water Management (Budget Unit 251), Authorizing Resolution, and Request for Proposals for Sea Level Rise Adaptation Plan for Humboldt Bay Transportation Infrastructure (Phase 1) (4/5 Vote Required)

*Recommendation:* That the Board of Supervisors approves the resolution authorizing the Public Works Director, or a designee thereof, to enter into a grant agreement with the California Department of Transportation ("Caltrans") to receive funding from the 2018-2019 Caltrans Adaptation Planning Grant Program for preparation of the Sea Level Rise Adaptation Plan for Humboldt Bay Transportation Infrastructure (Phase 1); authorize Public Works to issue the attached Request for Proposals; direct Public Works to bring the Agreement for Professional Services with the selected consulting firm back to the Board for review and approval; and approve the attached supplemental budget for budget unit 251 (4/5 Vote Required).

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

14. Request Approval to Exercise the First Option to Extend the Term of the First Amendment to the Lease at 231 Second Street & 134 D Street, Eureka with Pacific Partners Property Management, Inc.

*Recommendation:* That the Board of Supervisors approve exercising the first option to extend the term of the First Amendment to the Lease at 231 Second Street, Suites 100, 301 and 303, Eureka, and 134 D Street, Suites 101 and 302, Eureka, with Pacific Partners Property Management, Inc. through December 31, 2019; and authorize Public Works - Real Property Division to send a notice to Lessor that the county is exercising the first option to extend the first amendment to the lease through December 31, 2019.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

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

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

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

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

**H. MATTERS INITIATED BY BOARD MEMBERS****Board of Supervisors**

1. Humboldt County Human Rights Commission Annual Report (Supervisor Ryan Sundberg)

**Recommendation:** That the Board of Supervisors hear the report and take appropriate action, if required.

**A motion was made by Supervisor Wilson, seconded by Supervisor Fennell, to receive the report.**

**The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

2. Presentation on the Big Lagoon Signage Project (Supervisor Ryan Sundberg)

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

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, to accept the presentation. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

**I. DEPARTMENT REPORTS****Clerk of the Board**

1. Appointment of 2018-2019 Member and Alternate to the California State Association of Counties (CSAC) Board of Directors

**Recommendation:** That the Board of Supervisors appoint a Member and Alternate to the CSAC Board of Directors; and direct the Clerk of the Board to notify Valentina Dzebic at CSAC, 1100 K Street, Suite #101, Sacramento, CA 95814, of the appointments.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, to appoint Supervisor Estelle Fennell as the member and Supervisor Rex Bohn as the alternate. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

**County Administrative Office**

2. Rio Dell Branch Library

**Recommendation:** That the Board of Supervisors receive the staff report and direct staff to explore additional Rio Dell Branch Library sites as identified by the City of Rio Dell.

**A motion was made by Supervisor Bass, seconded by Supervisor Fennell, that the recommendations be approved and the item be brought back in December. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

**J. PUBLIC HEARINGS**

**K. DISCUSSION ITEMS****L. CLOSED SESSION**

1. It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of Planning and Building Director pursuant to Government Code sections 54954.5 and 54957.

*The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of Planning and Building Director pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

2. It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of County Administrative Officer pursuant to Government Code sections 54954.5 and 54957.

*The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of County Administrative Officer pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

3. It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of Human Resources Director pursuant to Government Code sections 54954.5 and 54957.

*The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of Human Resources Director pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

4. It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of Public Defender pursuant to Government Code sections 54954.5 and 54957.

*The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of Public Defender pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

5. It is the intention of the Board of Supervisors to meet in closed session to discuss threatened litigation pursuant to Government Code Section 54956.9(d)(2), (e)(1).

*The Board of Supervisors met in closed session to discuss threatened litigation pursuant to Government Code Section 54956.9(d)(2), (e)(1). There was no action to report.*

**M. ADJOURNMENT**

*I, RYAN SHARP, Deputy Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct original record of the above entitled meeting of the Humboldt County Board of Supervisors held in Eureka, California.*

*IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.*

RYAN SHARP

*Deputy Clerk of the Board of Supervisors of the County of Humboldt, State of California*

  
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OCTOBER 10, 2018






MINUTES  
TUESDAY, OCTOBER 9, 2018  
Regular Session

The Honorable Board of Supervisors of the County of Humboldt met in regular session on the above date within the Humboldt County Courthouse, Eureka, California. The minutes of this meeting were approved on Tuesday, October 16, 2018 with the vote as shown below.

AYES: Supervisors: Bass, Fennell, Bohn, Wilson, Sundberg  
NAYS: Supervisors: --  
ABSENT: Supervisors: --

  
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RYAN SHARP  
Deputy Clerk of the Board

  
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RYAN SUNDBERG  
Chair of the Board