



COUNTY OF HUMBOLDT

For the meeting of: 5/3/2022

File #: 22-459

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

SUBJECT:

Appointment of Joan Carr as County Surveyor

RECOMMENDATION(S):

That the Board of Supervisors:

1. Appoint Joan Carr as County Surveyor at Step E effective June 26, 2022

SOURCE OF FUNDING:

General Fund (1100)

Road Fund (1200)

DISCUSSION:

Pursuant to County Code Section 246.5-2, the position of County Surveyor is appointed by the Board of Supervisors and serves at the will of the Board of Supervisors but is under the supervision and direction of the Public Works Director. Public Works with the assistance of Human Resources recruited for the position of County Surveyor. Public Works recommends that the Board of Supervisors appoint Joan Carr as County Surveyor effective June 26, 2022.

FINANCIAL IMPACT:

The duties of the County Surveyor are split between the Road Fund and the General Fund. Within the General Fund, the County Surveyor is compensated through fees paid by applicants. Some fees are established as "actual cost," while other fees are fixed. The fixed fees have been adjusted on the Fiscal Year (FY) 2021-22 fee schedule effective May 16, 2022, to accommodate the compensation for the County Surveyor position. Work done on Roads projects are either reimbursable through funding grants or paid through the Road Fund. Public Works estimates that the increased cost to General Fund expenditures to budget unit 1100168- County Surveyor for the remainder of FY 2021-22 to be \$1,114. This increase is due to accrual of salary for the week ending July 1st to FY 2021-22. Due to savings from vacant positions, it is not anticipated that 1100168- County Surveyor will require a supplemental budget at this time.

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The County Surveyor position was included in the proposed county budget in 1100168 - County Surveyor for FY 2022-23.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service , providing for and maintaining infrastructure, investing in County employees, and managing our resources to ensure sustainability of services.

OTHER AGENCY INVOLVEMENT:

Human Resources

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose to not make the appointment.

ATTACHMENTS:

None.

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-17

Meeting of: 04/05/2022

File No.: 22-231