

**BOARD OF SUPERVISORS**

REX BOHN  
Vice-Chair - First District  
ESTELLE FENNELL  
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

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

**AGENDA**

**Tuesday, October 9, 2018**

**9:00 AM**

**Regular Meeting**

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**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. 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.

***Attachments:*** [Staff Report](#)  
[Recommended Distribution of Excess Proceeds 2017](#)

**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.

**Attachments:** [Staff Report](#)  
[Kiwanis of Henderson Center Award Certificates .pdf](#)

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.

**Attachments:** [Staff Report](#)  
[Letter.pdf](#)  
[Vacancy.pdf](#)

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.

**Attachments:** [Staff Report](#)  
[HRCLetter.pdf](#)  
[HRCVacancy.pdf](#)  
[HRCRoster.pdf](#)

**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.

**Attachments:** [Staff Report](#)  
[AppreciationforWDB.pdf](#)

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.

**Attachments:** [Staff Report](#)  
[Action Summary 10-2-18.pdf](#)  
[Minutes 10-2-18.pdf](#)

**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.

**Attachments:** [Staff Report](#)  
[2018 10 09 - Attachment - Natural Resource Planner Job Spec](#)  
[Resolution 18-102.pdf](#)  
[2018 10 09 - Humboldt Class Study Report - Natural Resources Planning Manager](#)

8. Revised Job Specification for Housing Assistance Coordinator Position

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

**Attachments:** [Staff Report](#)  
[2018 10 09 - Housing Assistance Coordinator Job Specification](#)  
[Red line County of Humboldt housing assistance coordinator](#)

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).

**Attachments:** [Staff Report](#)

**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.

**Attachments:** [Staff Report](#)

**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.

**Attachments:** [Staff Report](#)  
[Attachment 1](#)

**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.

**Attachments:** [Staff Report](#)  
[210502 - Eureka Veterans Project - CO 5.0](#)

**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).

***Attachments:***

[Staff Report](#)

[Project Area Map](#)

[Grant Agreement](#)

[Resolution 18-103.pdf](#)

[Request for Proposals](#)

[Supplemental Budget](#)

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.

***Attachments:***

[Staff Report](#)

[Attachment 1](#)

[Attachment 2](#)

[Attachment 3](#)

[Attachment 4](#)

## **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.*

## **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.

**Attachments:** [Staff Report](#)  
[Human Rights Commission Annual Report 2018.pdf](#)

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.

**Attachments:** [Staff Report](#)  
[Big Lagoon Signage Project Photos.pdf](#)

**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.

**Attachments:** [Staff Report](#)  
[CSAC Memo and Nomination Forms.pdf](#)

**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.

**Attachments:** [Staff Report](#)  
[2018-10-03 Ltr Rio Dell Library Relocation Options](#)  
[2018 10 02\\_Rio Dell Narrative](#)  
[2018 09 27\\_Rio Dell City Hall Site Plan](#)  
[Rio Dell City Hall Cost Estimate](#)

**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.
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.
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.
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.
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).

**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/>**