



# COUNTY OF LAKE

255 North Forbes Street  
Lakeport, CA 95453

## Meeting Minutes - Draft BOARD OF SUPERVISORS

---

Tuesday, February 6, 2018

9:00 AM

Board Chambers

---

### 1. Call to Order

*The meeting was called to order at 9:00 a.m. by Chair Steele. County Administrative Officer Carol Huchingson, County Counsel Anita Grant, and Assistant Clerk of the Board Carolyn Purdy were present, along with the following Supervisors:*

*Present: Supervisor Simon, Supervisor Scott, Supervisor Brown and Chair Steele*

*Absent: Supervisor Smith*

### 2. Moment of Silence

*A moment of silence was observed.*

### 3. Pledge of Allegiance

*Led by Larry Fanning.*

### 4. Presentations by County Departments:

#### (a) Animal Care & Control - Animals Available for Adoption;

#### (b) Human Resources - Current County Job Openings.

*(a) Animal Care and Control Officer Holly Bray presented one canine currently available for adoption.*

*(b) The Human Resources Department was not present. The department will now start reporting to the Board the second and fourth week of the month regarding current job openings with the County. Recruitment data will be provided at the next meeting.*

### 5. Consideration of Items Not Appearing on the Posted Agenda (Extra Items)

*There were no extra items to consider.*

### 6. Current Construction Projects - Contract Change Orders

#### 6.1 Consideration of Contract Change Order No. 3 for the Valley Fire Water Meter Replacement Project, Bid No. 16-07

*Special Districts Administrator Jan Coppinger introduced the item. Special Districts Deputy Administrator Scott Harter presented the item to the Board.*

*Chair Steele asked if anyone present wished to speak. No one wished to speak and the public input portion of this item was closed.*

**On motion of Supervisor Scott, and by vote of the Board, approved Contract Change Order No. 3 for the Valley Fire Water Meter Replacement Project, Bid No. 16-07. The motion carried by the following vote:**

**Ayes- Supervisors:** 4 - Steele, Brown, Scott and Simon

**Absent- Supervisors:** 1 - Smith

**6.2 Consideration of Contract Change Order No. 3 for the CSA-7 & CSA-18 Water System Repair Project, Bid No. 16-11**

*Special Districts Deputy Administrator Scott Harter presented the item to the Board. Special Districts Administrator Jan Coppinger was also present.*

*Chair Steele asked if anyone present wished to speak. No one wished to speak and the public input portion of this item was closed.*

**On motion of Supervisor Scott, and by vote of the Board, approved Contract Change Order No. 3 for the CSA-7 & CSA-18 Water System Repair Project, Bid No. 16-11. The motion carried by the following vote:**

**Ayes- Supervisors:** 4 - Steele, Brown, Scott and Simon

**Absent- Supervisors:** 1 - Smith

**6.3 Consideration of Contract Change Order No. 1 for the CSA-7 Bonanza Springs Ridge Road Mainline project, Bid No. SD17-05**

*Special Districts Deputy Administrator Scott Harter presented the item to the Board. Special Districts Administrator Jan Coppinger was also present.*

*Chair Steele asked if anyone present wished to speak. No one wished to speak and the public input portion of this item was closed.*

**On motion of Supervisor Scott, and by vote of the Board, approved Contract Change Order No. 1 for the CSA-7 Bonanza Springs Ridge Road Mainline project, Bid No. SD17-05. The motion carried by the following vote:**

**Ayes- Supervisors:** 4 - Steele, Brown, Scott and Simon

**Absent- Supervisors:** 1 - Smith

## **7. Approval of the Consent Agenda**

**7.1 Adopt Proclamation Designating the Month of February 2018 as Black History Month and Celebrating Martin Luther King's Birthday.**

**7.2 Approve Minutes of the Board of Supervisors meeting held November 7, 2017**

**7.3 Adopt Resolution expressing support for Lower Lake Parade and Barbecue (May 27, 2018).**

Enactment No: Resolution No. 2018-19

**7.4 Approve the Brooks Trust Dated February 2, 1996 Nomination for Appointment of Successor Trustee, and authorize the Animal Care and Control Director to sign.**

- 7.5** Approve Amendment 2 to the Agreement between the County of Lake and Davis Guest Home for Adult Residential Support Services and Specialty Mental Health Specialty Services for Fiscal Year 2017-18 for an increase of \$50,000 for a new contract maximum of \$130,000 and authorize the Chair to sign.
- 7.6** Approve Butler-Keys Community Services District's Resolution No. 2018-1 Calling a Special Election to Place a Special Tax Measure on the Ballot and Requesting Approval of the Lake County Board of Supervisors to Consolidate the District's Special Election with the June 5, 2018 Statewide Direct Primary Election
- 7.7** Authorize Waiver of County Policy and Procedure, Section 15 - Travel Policy Section 1.4F, Claiming Requirements for the Reimbursement to Saul Sanabria in the amount of \$68.00; and authorize the Chair to sign.
- 7.8** (Sitting as the Lake County Watershed Protection District, Board of Directors) Adopt Resolution for the Lake County Watershed Protection District Quagga/Zebra Mussel Infestation Prevention Fee Grant Program Application and Funding Agreement  
Enactment No: Resolution No. 2018-13
- 7.9** Approve the Sun Ridge Systems Software Support Services Agreement for the FY 2017/18 in the amount of \$37,282 for the support of its Law Enforcement Software Suite, and authorize the Chair to sign.
- 7.10** Approve Amendment to Lease Agreement between the County of Lake and Sam Polo for the annual amount of \$38,042.40 through June 30, 2021, and authorize the Chair to sign.
- 7.11** Adopt Resolution Amending Resolution No. 2008-168 Authorizing Access to State And Local Summary Criminal History Information by the Department of Social Services.  
Enactment No: Resolution No. 2018-14
- 7.12** Approve Acceptance of Easement Deeds on Multiple Parcels in Anderson Springs for the Anderson Springs Septic to Sewer Project and Authorize Clerk of the Board to sign.
- 7.13** Adopt Resolution accepting the CSA-2 Spring Valley Water Distribution System Upgrade project as complete and authorize the CSA-2 Administrator to sign the Notice of Completion  
Enactment No: Resolution No. 2018--15
- 7.14** Adopt Resolution accepting the CSA-7 Bonanza Springs Ridge Road Water Main project as complete and authorize the CSA-7 Administrator to sign the Notice of Completion  
Enactment No: Resolution No. 2018-16

- 7.15** Adopt Resolution accepting the CSA-7 & CSA-18 Water System Repair Project as complete and authorize the CSA-7 & CSA-18 Administrator to sign the Notice of Completion

Enactment No: Resolution No. 2018-17

- 7.16** Adopt Resolution accepting the CSA-7 & CSA-18 Valley Fire Water Meter Replacement project as complete and authorize the CSA-7 & CSA-18 Administrator to sign the Notice of Completion

**On motion of Supervisor Simon, and by vote of the Board, approved Consent Agenda items 7.1 through 7.16. The motion carried by the following vote:**

**Ayes- Supervisors:** 4 - Steele, Brown, Scott and Simon

**Absent- Supervisors:** 1 - Smith

Enactment No: Resolution No. 2018-18

## **8. Timed Items**

### **8.1 9:05 A.M. - Public Input**

*Raevan Shepherd spoke. NAACP Branch President Rick Mayo spoke and read a letter of appreciation to the Board regarding the improved ADA parking in front of the Veterans Building on Third Street in Lakeport, Ca.*

- 8.2 9:10 A.M. - Presentation of Proclamation Designating the Month of February 2018 as Black History Month and Celebrating Martin Luther King's Birthday.**

*Supervisor Simon read the proclamation into the record and presented it to NAACP Branch President Rick Mayo. Akila McCloskey spoke on behalf of Mr. Mayo.*

**This Ceremonial Item was read into the record and presented.**

- 8.3 9:15 A.M. - Provide Update on status of CSA #16 Consolidation Project and Seek Direction from Board of Supervisors**

*Special Districts Administrator Jan Coppinger presented the item to the Board.*

*Chair Steele asked if anyone present wished to speak. No one wished to speak and the public input portion of this item was closed.*

**(a) On motion of Supervisor Simon, and by vote of the Board, approved the department to seek a loan mechanism to complete the CSA #16 Consolidation Project and return to the Board for approval of the proposed terms and conditions.**

**Ayes: Supervisors Simon, Scott, Brown and Steele**

**Absent: Supervisor Smith**

**(b) There was Board consensus to support the idea of an escrow account once the loan has been secured.**

**8.4 9:30 A.M. - Report on Community Visioning (CV) forums held in each supervisorial district during January 2018 and possible direction to staff**

*County Administrative Officer Carol Huchingson introduced the item to the Board with a PowerPoint presentation. Public Services Director Lars Ewing, Public Works Director Scott DeLeon, County Librarian Christopher Veach and Sheriff Brian Martin were present and spoke.*

*Chair Steele asked if anyone present wished to speak and the following people spoke: Cheryl Carr, Joan Moss and Phil Murphy. No one else wished to speak and the public input portion of this item was closed.*

**On motion of Supervisor Scott, and by vote of the Board, approved to prepare a resolution for a countywide sales tax ordinance, with a tax rate of 1.5% and sunset clause of 10 years, for the June 2018 ballot, to return for Board approval by February 27, 2018. The motion carried by the following vote:**

**Ayes- Supervisors: 4 - Steele, Brown, Scott and Simon**

**Absent- Supervisors: 1 - Smith**

## **9. Non-Timed Items**

### **9.1 Supervisors' weekly calendar, travel and reports**

**9.2 Consideration of the following appointments:**

Child Care Planning and Development  
Glenbrook Cemetery District

*Supervisor Steele presented the item to the Board.*

*Chair Steele asked if anyone present wished to speak. No one wished to speak and the public input portion of this item was closed.*

**On motion of Supervisor Brown, and by vote of the Board, appointed Douglas Domer to the Glenbrook Cemetery District Advisory Board. The motion carried by the following vote:**

**Ayes: Supervisors Simon, Scott, Brown and Steele**

**Absent: Supervisor Smith**

**On motion of Supervisor Scott, and by vote of the Board, appointed Brandy Perry, Rosario Morris, Jami White, Sara Brucker and Carla Ritz to the Child Care Planning and Development Advisory Board. The motion carried by the following vote:**

**Ayes: Supervisors Simon, Scott, Brown and Steele**

**Absent: Supervisor Smith**

**9.3 Consideration of Classification, Compensation, Recruitment and Retention Committee (CCRR) Plans for 2018, and Direction regarding RFP for Classification and Compensation Study, and development of Compensation Philosophy statement.**

*County Administrative Officer Carol Huchingson presented the item to the Board. Human Resources Deputy Director Sarah Jansen spoke.*

*Chair Steele asked if anyone present wished to speak and the following people spoke: Joan Moss, Vanessa Mayer, Joe Louis Wildman, Sheriff Brian Martin, Phil Murphy No one else wished to speak and the public input portion of this item was closed.*

**(a) On motion of Supervisor Simon, and by vote of the Board, directed staff to develop and release a Request for Proposal (RFP) for a Classification and Compensation Study. The motion carried by the following vote:**

**Ayes: Supervisors Simon, Scott, Brown and Steele  
Absent: Supervisor Smith**

**(b) There was Board consensus to develop a Compensation Philosophy statement.**

**10. Closed Session**

*Chair Steele announced that the Board would now go into Closed Session for the reasons stated on the agenda.*

**10.1 Conference with Legal Counsel: Existing Litigation Pursuant to Gov. Code sec. 54956.9(d)(1): Shikman v. County of Lake, et al.**

*The Board reconvened into Regular Session at 11:25 a.m. having taken no action.*

**11. Adjournment**

*There being no further business, the Board of Supervisors adjourned at 11:25 a.m.*

**CAROL J. HUCHINGSON  
Clerk of the Board**

**By: \_\_\_\_\_  
Carolyn Purdy  
Assistant Clerk of the Board**

\_\_\_\_\_  
**Chair-Lake County Board of Supervisors**