



Redwood Coast Energy Authority
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APPROVED MAR 23 2023

BOARD OF DIRECTORS SPECIAL MEETING MINUTES

**Redwood Coast Energy Authority Office
633 3rd Street, Eureka, CA 95501**

**March 9, 2023
Thursday, 4:30 p.m.**

Chair Sheri Woo called a special meeting of the Board of Directors of the Redwood Coast Energy Authority to order on the above date at 4:31 p.m. Notice and call of this special meeting was posted on March 3, 2023. PRESENT: Scott Bauer (arrived 4:33 p.m.), Skip Jorgensen, Kris Mobley, Frankie Myers, Elise Scafani, Jack Tuttle, Frank Wilson, Chair Sheri Woo. ABSENT: Natalie Arroyo, Vice Chair Sarah Schaefer. STAFF AND OTHERS PRESENT: General Counsel Nancy Diamond; Executive Director Matthew Marshall; Board Clerk Lori Taketa; Deputy Executive Director Eileen Verbeck.

ORAL COMMUNICATIONS

There were no members of the public present to provide oral communications. Board members welcomed Yurok Tribal Council representative Frankie Myers to the RCEA Board of Directors. Chair Woo closed the oral communications period.

NEW BUSINESS

3.1 RCEA Office Space Leases

Deputy Executive Director Verbeck described how attempts to find a single office location large enough to accommodate all RCEA staff continue to fail. Staff recommends extending the current lease at 633 Third Street and leasing 917 Third Street, a non-ADA accessible building, as additional, non-public office space for up to 16 staff members. The lease length for 917 Third Street would also be three years. The move in date for the new location would be mid-April. Staff continues to seek office building ownership opportunities, which is the topic of closed session discussion. February's office lease budget adjustment would more than cover moving costs, alarm installation and IT modifications. Breaking either lease prior to the contract term ending dates would incur cost.

The directors discussed challenges of maintaining staff cohesiveness in multiple locations.

M/S: Myers, Wilson:

Approve lease for office space at 917 Third Street, Eureka, for three years at \$2,300/month rent the first year with a \$75/month increase each subsequent year and authorize the Executive Director to execute all applicable documents pending review by RCEA Legal Counsel.

Authorize the Executive Director to Execute an Amendment for an up to Four-Year Extension of the Commercial Office Lease for RCEA's Existing Headquarters at 633 3rd Street, Eureka, CA.

The motion passed with a unanimous vote. Ayes: Bauer, Jorgensen, Mobley, Myers, Scafani, Tuttle, Wilson, Woo. Noes: None. Absent: Arroyo, Schaefer. Abstain: None.

CLOSED SESSION

There was no public comment regarding the meeting's closed session. The directors adjourned to closed session at 4:45 p.m. to discuss the following:

- 4.1 Conference with real property negotiators pursuant to Government Code § 54956.8 in re: APN 001-011-021 and APNs 001-162-004, 001-162-005, 001-162-006, 001-162-012, 001-162-007; RCEA negotiator: Executive Director; Owner's negotiating party: City of Eureka and Clifford and Company; Under negotiation: price and terms.

The directors reconvened to open session at 5:25 p.m. Chair Woo stated there was nothing to report from closed session and adjourned the meeting at 5:25 p.m.



Lori Taketa
Clerk of the Board