

Board of Supervisors

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COUNTY OF COLUSA

KATHLEEN MORAN, COUNTY CLERK
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BOARD CHAMBERS
547 MARKET STREET
COLUSA, CA 95932

Agenda

September 13, 2011

Welcome to a meeting of the Colusa County Board of Supervisors. If you are scheduled to address the Board, please state your full name for the record. The Board will not address timed items before they are scheduled. The "Consent Calendar" may be adopted by one motion. Regularly numbered items may be considered at any time during the meeting. All items are listed in accordance with the Ralph M. Brown Act. We invite all members of the public to attend.

8:00 a.m. CALL TO ORDER

8:03 a.m. CLOSED SESSION: If the Board of Supervisors does not complete the Closed Session items in the time allotted they will reconvene as time permits.

- A. Under the provisions of Government Code Section 54957, the Board will discuss departmental updates regarding potential discipline.
- B. Under the provisions of Government Code Section 54956.9(b)(1)(A), i.e., the Board will discuss with County Counsel facts and circumstances which might result in litigation against the County and facts are not yet known to a plaintiff or plaintiffs.

9:00 a.m.

- Opening Prayer – Pledge of Allegiance.
- Approval of Minutes of August 30, 2011 Regular Session.
- Period of Public Comment.
- Announcement of Closed Session.

9:05 a.m. STAFF REPORTS

This time is available for any County Staff who may wish to update the Board of Supervisors on projects as they relate to their respective Departments.

- 9:10 a.m. PERSONNEL
- A. **Probation- 2035**
1. Consider request to fill vacant Deputy Probation Officer I/II position, PFT, DSA Range 31/35, \$3,053.00 - \$3,711.00/\$3,367.00 - \$4,093.00 per month, effective October 1, 2011.
 2. Consider request to add one position of Deputy Probation Officer I/II, PFT, DSA Range 31/35, \$3,053.00 - \$3,711.00/\$3,367.00 - \$4,093.00 per month, effective October 1, 2011.
- B. **District Attorney – Victim Witness – 2036**
Consider approving a **Step 3** appointment for Luis Aroche, Bilingual Victim Witness Coordinator/Advocate, PFT (Grant Funded), PF Range 30, **Step 3**, \$3,523.00 per month.
- 9:15 a.m. ADMINISTRATION
Presentation of Certificates of Appreciation to the following individuals:
- The Minto Family: Ralph, Sherry and Drexler
 - Gerry Hernandez
 - Ben Felt, and
 - Patty Turner
- in recognition of their commitment and dedication for the creation of the Colusa County Exhibit for placement at the California State Fair.
- 9:20 a.m. SHERIFF/RESOLUTION
Consider approving an application for on-going Homeland Security Grant Funds, in the amount of \$103,636.00, with no cost match, including approval of spending plan. Further, adopt Designation of Applicant's Agent Resolution authorizing the Sheriff or his designee to sign the application on behalf of the Board of Supervisors.
- 9:25 a.m. COUNTY CLERK RECORDER/ORDINANCE
Consider approving Introduction, and first reading, by title only, of a proposed Ordinance of the Board of Supervisors Of The County Of Colusa Establishing The New Boundaries Of The Five Supervisorial Districts Of The County Of Colusa And Amending Chapter 2, Article X, Of The Colusa County Code. Further, direct the Clerk to publish and post summary Ordinance as approved on August 30, 2011. **(Public Hearing to consider second reading and adoption of same approved on August 30, 2011.)**
- 9:30 a.m. CENTRAL SERVICES
- A. Consider accepting proposals for monthly windowing washing services to be provided to the Historical Courthouse, Courthouse Annex, and the County building housing the Departments of Planning and Building, Public Works and County Counsel as follows:

1. Preferred Carpet Cleaning & Janitorial \$975./mo
2. Precision Power Washing \$1,299./mo
3. A-1 Enterprises \$4,374./mo
- B. Consider awarding proposal for monthly window washing services to be provided to the Historical Courthouse, Courthouse Annex, and the County building housing the Departments of Planning and Building, Public Works and County Counsel.
- C. Consider approving a contract for window washing services to be provided to the Historical Courthouse, Courthouse Annex, and the County building housing the Departments of Planning and Building, Public Works and County Counsel and authorize the Chairman to sign.
- D. Consider approving an agreement for Online Sale of Surplus Property between the County of Colusa Central Services Department and **Public Surplus Online Auction Services**, effective September 13, 2011 through June 30, 2013, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.
- E. Consider accepting proposals for the Colusa County Departmental 2011/2012 envelope order as follows:
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|----|-------------------------------|------------|
| 1. | Tri-City Technologies | \$1,569.28 |
| 2. | Vic's Printing | \$1,651.76 |
| 3. | Johnson Printing Design, Inc. | \$1,814.04 |
| 4. | Crown Point Envelope | \$2,064.56 |
- F. Consider awarding envelope order .
- G. Consider accepting the following proposals submitted by Architect Erik Jens, of SquareOne Design and Drafting, for the development and design of construction documents/plans that meet C.B.C. requirements and local codes, for the Colusa County Library ADA Improvements for (2) two Library locations/restrooms as follows:
- | | | |
|----|-------------------------------|------------|
| 1. | 610 King Street, Arbuckle, CA | \$4,800.00 |
| 2. | 901 E Street, Williams, CA | \$4,100.00 |

Further, direct the Purchasing Coordinator to return on September 27, 2011 with an agreement for the aforementioned services for further Board consideration.

9:40 a.m. AUDITOR-CONTROLLER

- A. Consider approving changes in Revenue and Appropriations as follows: Requires 4/5 votes

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>Increase Revenue & Appropriations:</i>				
Veterans Services	00101	5051	454500	\$6,250.00
Total				\$6,250.00
Veterans Services	00101	5021	53231	\$6,250.00
Total				\$6,250.00

- B. Consider adopting a Resolution of the Colusa County Board of Supervisors to Adopt And Fix the Property Tax Rates for the County of Colusa for the 2011-2012 Fiscal Year and authorize the Chairman to sign.

9:45 a.m. COUNTY LIBRARY

Consider approving California Connects Memorandum of Understanding between the County of Colusa Library and **the Foundation for California Community Colleges** to establish the Library as a Community partner in their program to offer free, in person, hands-on computer literacy training to low income, Spanish speaking individuals on the new Mobile Library Learning Vehicle, August 1, 2010 through July 31, 2013, with terms and conditions as set forth in the MOU and authorize the Chairman to sign.

9:50 a.m. PLANNING & BUILDING

- A. Consider approving an agreement between the County of Colusa Planning and Building Department and **Botanica Landscaping** for professional services for the repairs to the irrigation system for the grounds at the River Glen Subdivision, effective September 13, 2011 through September 16, 2011, in an amount not to exceed \$800.00, with a five (5) day written termination clause by either party and authorize Chairman to sign.
- B. Discussion/direction for the lawn maintenance at the Arbuckle Library.

10:00 a.m. PUBLIC WORKS

- A. Consider approving Road Maintenance and Repair Agreement Timber Hauling between the County of Colusa Public Works Department and **Sierra Pacific Industries** for maintenance and/or repair of damage to county arising from the use of roads associated with their operations, effective September 13, 2011, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.
- B. Consider approving Memorandum of Understanding between the County of Colusa Public Works Department and **the State of**

California Department of Forestry and Fire Protection (CAL FIRE) for use of conservation camp crew labor for maintenance projects, effective September 13, 2011, with terms and conditions as set forth in the MOU and authorize the Chairman to sign.

10:05 a.m. ASSESSOR

Sitting as the Colusa County Board of Equalization

Approve Stipulations in accordance with Section 1607 of the California Revenue and Taxation Code with Riverbend Rice Mill Inc., aka PGP International for Application for Changed Assessment No. 10-11 for Tax Year 09-10, Assessor's Parcel Number 015-162-001-000 as follows:

<u>ASSESSED VALUE</u>		<u>STIPULATED</u>
<u>FULL CASH VALUE</u>		<u>FULL CASH VALUE</u>
\$204,000.00	Land	\$102,000.00
\$ --	Improvements	\$ --
\$ --	Fixtures	\$ --
\$ --	Personal Property	\$ --
\$204,000.00	Total	\$102,000.00

direct the Clerk to send a Certified Board Order to the Applicant regarding the Board's action and authorize County Counsel to sign the Stipulation on behalf of the Board of Supervisors.

10:10 a.m. COUNTY COUNSEL

- A. Consider a request for direction regarding the Williamson Act, formerly SB863 (2010), and AB 1265 (2011).
- B. Consider agreement with the City of Colusa for use of the Scout Cabin.
- C. Consideration and approval of requiring signature approval of Board Chair or Vice-Chair for all Local Agency Investment Fund ("LAIF") transactions in addition to current delegated County employees' LAIF transaction authority previously approved.

10:30 a.m. RECESS

CONSENT AGENDA ITEMS 1-3

All items are approved by one motion unless pulled by a Board member for separate discussion or action.

- 1. CLERK-RECORDER: Approve hardware maintenance agreement #10999 between the County of Colusa Clerk-Recorder and **BMI Imaging Systems** for recorders Cannon reader printer, effective October 1, 2011 through September 30, 2012, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.

2. CLERK-RECORDER: Approve software maintenance agreement #20208, between the County of Colusa Clerk Recorder and **BMI Imaging Systems** for software maintenance services provided for Digital Reel Program for Official Records, effective October 1, 2011 through September 30, 2012, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.

3. CLERK-RECORDER: Approve Addendum "Renewal Schedule A Records Management Services Program Pricing Schedule" to Master Agreement C08-098, approved May 13, 2008, between the County of Colusa Clerk-Recorder and **Iron Mountain** for environmentally secure storage of original diazo film of Official Records, with terms and conditions as set forth in the Renewal Schedule and all other terms and conditions to remain in full force and effect.

END OF CONSENT AGENDA

OTHER ITEMS TO BE CONSIDERED AS TIME PERMITS:

4. Supervisors' Reports or Comments.
5. State or Federal Legislation/General Budgetary Matters.
6. Review Claims Register Sheets.
7. ADMINISTRATION
Consider a response letter to the BIA.
8. Agenda Review.
9. Correspondence.

FILE NO.	CORRESPONDENCE RECEIVED	STATUS
11-18	Fish & Game Commission Notice of proposed regulatory action relating to abalone sport fishing.	Filed

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the jurisdiction of the Board of Supervisors and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of 15 minutes per issue and each individual or group will be limited to no more than 5 minutes each within the 15 minutes allocated per issue. **Note:** No board action shall be taken on comments made under this comment period.

ORDINANCES AND PUBLIC HEARINGS: If you challenge in a court action a decision of the Colusa County Board of Supervisors regarding a zoning, planning, land use, or environmental protection matter made at any public hearing described in this notice, you may be limited to raising only those issues (1) you or someone else raised at such public hearing, or (2) raised in written

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correspondence delivered to the Colusa County Board of Supervisors at, or prior to, such public hearing.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk (located in the Board Chamber), 547 Market Street, Colusa, CA 95932 during regular business hours, 8:30 a.m. to 5:00 p.m., Monday through Friday.