

Board of Supervisors

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COUNTY OF COLUSA

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YOLANDA TIRADO, CHIEF BOARD CLERK
ANN NORDYKE, BOARD CLERK II
(530) 458-0508
cocolusa@countyofcolusa.org
boardclerk@countyofcolusa.org
WWW.COLUSACOUNTYCLERK.COM

BOARD CHAMBERS
547 MARKET STREET
COLUSA, CA 95932

Agenda

September 27, 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

8:05 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 54956.9, Legal Counsel will discuss with the Board pending litigation and seek direction.
- B. Under the provisions of government code section 54956.9(a), the Board will discuss Pending Litigation. To specifically identify the litigation would jeopardize the ability of the county to conclude existing settlement negotiations to its advantage.
- C. Under the provisions of Government Code Section 54957, the Board will meet with Counsel and the Personnel Director to discuss an issue of employee discipline.
- D. Under the provisions of Government Code Section 54957, the Personnel Director will discuss with the Board the potential discipline of an employee.

9:00 a.m.

- Opening Prayer – Pledge of Allegiance.
- Approval of Minutes of September 13, 2011 Regular Session and September 20, 2011 Special Session Budget Hearing.
- 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. **Sheriff - 2021**

Consider a limited term position for training and vacation coverage of one position of Sergeant, LT-FT, DSA Range 39, \$4,072.00 - \$4,951.00 per month, effective October 1, 2011 - March 15, 2012.

B. **District Attorney-2016**

Consider Step 4 appointment for Matthew Beauchamp, Chief Deputy District Attorney, PFT, MGT Range 35, Step 4, \$7,362.00 per month, effective October 1, 2011.

C. **Auditor-Controller-1021**

Consider authorizing extra help for the Payroll Division as needed not to exceed 960 hours in a fiscal year, Extra Help - Payroll, \$16.00 per hour, effective October 1, 2011 – June 30, 2012.

D. **Child Support Services – 2017**

Consider approving the following:

Delete: Account Clerk I/II, PFT, MSC Range 5/10, \$1,720.00 – \$2,091.00/\$1,944.00 - \$2,363.00 per month, effective September 30, 2011.

Add: Office Assistant I/II - Bilingual, PFT, MSC Range 1/5, \$1,560.00 - \$1,896.00/\$1,720.00 - \$2,091.00 per month, effective October 1, 2011 and authorize to fill position with extra help at \$9.60 per hour as soon as possible while recruiting to fill regular full time position.

9:15 a.m.

SHERIFF/REQUEST FOR PROPOSALS

Consider approving Request for Proposals for procurement and installation of one (1) 400 amp manual transfer switch at the Colusa County Sheriff's Office, located at 929 Bridget St., Colusa, CA. Further, set October 19, 2011 to accept and open sealed RFPs, authorize the Chairman to sign the RFPs and direct the Clerk to publish and post same.

- 9:20 a.m. DISTRICT ATTORNEY
Consider approving reimbursement to District Attorney John Poyner for lunches provided to CDAA Executive staff, in the amount of \$43.39.
- 9:25 a.m. BEHAVIORAL HEALTH
Discussion/direction regarding moving Safe Haven from the Colusa County Behavioral Health Building at 162 E. Carson Street, Colusa, CA to 131 5th Street, Colusa, CA.
- 9:30 a.m. PUBLIC HEARINGS
County Clerk-Recorder
- A. Public Hearing to consider second reading, by title only, and adoption 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.
- B. Consider second reading, by title only, and adoption of an 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, authorize the Chairman to sign the Ordinance and direct the Clerk to publish and post same.
(Introduction and first reading, by title only, held on September 13, 2011)
- 9:35 a.m. PROBATION
- A. Consider/discuss active agreements with both Bi-County Juvenile Hall and Glenn County Juvenile Hall and the current need for detention of juveniles. **(Continued from August 16, 2011)**
- B. Consider approving the following:
1. 2011 Parole Realignment Implementation Plan
 2. Implementation Budget
 3. Start-up Budget as approved by the Colusa County Community Corrections Partnership
- C. Consider accepting RFQs for Environmental Services with Qualifications for the Probation Department for the Proposed site of a new Juvenile Rehabilitation Facility as received and opened on July 28, 2011 as follows:
1. North State Resources, Redding, CA
 2. RBF Consulting, Sacramento, CA
 3. Michael Brandman Associates, Sacramento, CA
 4. Ascent environmental, Sacramento, CA
- D. Consider awarding RFQ for the Probation Department for the Proposed site of a new Juvenile Rehabilitation Facility.

- E. Consider approving professional services contract for the Proposed site of a new Juvenile Rehabilitation Facility.

9:50 a.m. HEALTH AND HUMAN SERVICES

Consider approving combined Agreement No. EPO 11-07 for fiscal year 2011-12 for CDC Public Health emergency Preparedness (PHEP), State General Fund (GF) Pandemic Influenza, HHS Hospital Preparedness Program (HPP) funding agreement between the County of Colusa Health and Human Services and **the California Department of Public Health** as follows:

- o August 10, 2011 through August 9, 2012 (Centers for Disease Control and Prevention (CDC))
- o July 1, 2011 through June 30, 2012 (Hospital Preparedness Program)
- o July 1, 2011 through June 30, 2012 (State GF Pandemic Influenza)

with terms and conditions as set forth in the agreements and authorize the Chairman to sign.

9:55 a.m. AG COMMISSIONER/AIRPORT

Consider approving an agreement between the County of Colusa Airport and **Cal Electro, Inc.**, for AIP Project No. 3-06-0048-13 (Perimeter Fence Construction; Rotating beacon Reconstruction; Regulator Upgrade; and Runway 13-31 PAPIs), effective September 27, 2011, with terms and conditions as set forth in the agreement and authorize the Director of Airport Operations to sign on behalf of the Board of Supervisors.

10:00 a.m. CENTRAL SERVICES

- A. Consider approving Design Service Agreement between the County of Colusa Library and **Square One 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 two (2) Library locations/restrooms, effective August 26, 2011, with terms and conditions as set forth in the Design Agreement and authorize the Chairman to sign.
- B. Consider awarding proposal for window washing services for three (3) specified Courthouse locations (Historic Courthouse, Courthouse Annex and Planning & Building) on an as-needed basis.
(Proposals accepted on September 13, 2011)
- C. Consider approving an agreement with the County of Colusa for window washing services for three (3) specified Courthouse locations (Historical Courthouse, Courthouse Annex and Planning & Building), on an as-needed basis and authorize the Chairman to sign.

10:05 a.m. APPOINTMENTS**Local Child Care planning Council-Colusa County Office of Education**

Consider re-appointment of Vicki Myers to the Local Child Care Planning Council-Colusa County Office of Education, effective September 16, 2011 through September 15, 2014. **(Applications received: Vicki Myers)**

10:10 a.m. AUDITOR-CONTROLLER

- A. Consider approving Intra-budget Transfer Numbers 11060 through 11061.
- B. Consider Adopting A Resolution Of The Colusa County Board Of Supervisors Adopting The Fiscal Year 2011-2012 Annual Budget For The Countywide Operating Fund And Special Revenue Funds and authorize the Chairman to sign.
- C. Consider Adopting A Resolution Of The Colusa County Board Of Supervisors Adopting The Fiscal Year 2011-2012 Annual Budget For The Enterprise Funds And The Special Districts Under the Board Of Supervisors and authorize the Chairman to sign.
- D. Consider Adopting A Resolution Of The Colusa County Board Of Supervisors Sitting As The Colusa County Flood Control And Water Conservation District, Adopting The Fiscal Year 2011-2012 Annual Budget For The Colusa County Flood Control And Water Conservation District and authorize the Chairman to sign.
- E. Consider Adopting A Resolution Of The Colusa County Board Of Supervisors Sitting As The Colusa County Air Pollution Control Board, Adopting The Fiscal Year 2011-2012 Annual Budget For The Colusa County Air Pollution Control Board and authorize the Chairman to sign.
- F. Consider Adopting A Resolution Of The Colusa County Board Of Supervisors Sitting As The IHSS Public Authority Board, Adopting The Fiscal Year 2011-2012 Annual Budget For The In-Home Supportive Services (IHSS) Public Authority and authorize the Chairman to sign.

10:30 a.m. RECESS10:45 a.m. PLANNING & BUILDING

- A. Consider accepting proposal for the preparation of the Colusa County Zoning Code Update as follows:
 1. LWC/SWCA \$198,806.
 2. DeNovo planning Group \$134,610.
 3. The Planning Center/DC&E \$103,805.
- B. Presentation from each of the three consulting firms.

- C. Consider awarding proposal for the preparation of the Colusa County Zoning Code Update. Further, direct the Planning and Building Director to return at a later with a contract for same. **(Items A,B & C continued from August 30, 2011)**
- D. Informational update regarding "HOME" First Time Homebuyers and Owner-Occupied Housing Rehabilitation Program Guidelines.
- E. Consider accepting and awarding Request for Proposals to administer Colusa County's Economic Development Loan Program as follows:
 - 1. Community Development Services

Further, direct the Planning & Building Director to return at a later date with a contract for same.
- F. Consider introduction, first reading, by title only of a proposed Ordinance of the Colusa County Board of Supervisors Repealing Chapter 5 of the Colusa County Code Entitled "Building" and Adopting a new Chapter 5. Further, set October 11, 2011 at 9:30 a.m., for a public hearing and possible adoption of the proposed Ordinance and direct the Clerk to publish and post Notice of Hearing.
- G. Consider lawn maintenance at the Arbuckle Library. **((Continued from September 13, 2011))**

11:30 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, a Public Employee Performance Evaluation (Annual) will be conducted for the Director of Planning and Building.
- B. Under the provisions of Government Code Section 54957, a Public Employee Performance Evaluation (6-month) will be conducted for The Ag Commissioner.

12:00 NOON RECESS

3:00 pm TRANSPORTATION/TRANSIT AGENCY MEETING

CONSENT AGENDA ITEMS 1-17

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

1. SHERIFF: Approve Project Agreement #G109-03-05-L01 between the County of Colusa Sheriff's Department and **the State Department of Park and Recreation for the Off-Highway Motor Vehicle Recreation Division**, effective July 8, 2011 through July 7, 2012, in the amount of \$19,090.00, with terms and conditions as set forth in the agreement and authorize the Sheriff to sign on behalf of the Board of Supervisors.
2. LIBRARY: Approve McNaughton Subscription agreement between the County of Colusa Library and **McNaughton, a Division of Brodart Co.**, effective September 27, 2011, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.
3. LIBRARY: Approve Renewal Form Agreement between the Colusa County Library and **Baker and Taylor**, effective September 27, 2011, with terms and conditions as set forth in the Agreement and authorize the Chairman to sign.
4. COLUSA CEMETERY DISTRICT/RESIGNATION: Accept the resignation of Ken Flagor from the Colusa Cemetery District, effective November 28, 2011 and direct the Clerk to publish and post Notice of Vacancy.
5. BEHAVIORAL HEALTH: Approve modification to Agreement C10-123, approved on June 15, 2010, between the County of Colusa Behavioral Health Services and **Sierra Family Services, Inc.**, providing mental health services to the people of Colusa and changing the name from Sierra Family Services, Inc., to **Sierra Mental Wellness Group**, effective September 27, 2011, with all other terms and conditions to remain in full force and effect and authorize the Chairman to sign.
6. BEHAVIORAL HEALTH SERVICES: Approve contract for Colusa County Workforce Education and Training Grant for Student Loan Repayment between the County of Colusa Behavioral Health Services and **Brizia Tofolla Martinez**, effective October 1, 2011, with terms and conditions as set forth in the contract and authorize the Chairman to sign.
7. BEHAVIORAL HEALTH SERVICES: Approve contract for Colusa County Workforce Education and Training Grant for Student Loan Repayment between the County of Colusa Behavioral Health Services and **Mark McGregor**, effective October 1, 2011, with terms and conditions as set forth in the contract and authorize the Chairman to sign.
8. BEHAVIORAL HEALTH SERVICES: Approve contract for Colusa County Workforce Education and Training Grant for Student Loan Repayment between the County of Colusa Behavioral Health Services and **Anthony Hall**, effective October 1, 2011, with terms and conditions as set forth in the contract and authorize the Chairman to sign.

9. TREASURER-TAX COLLECTOR: Accept the Colusa County Treasurer's Monthly Investment Report for August 2011, as submitted.
10. COLUSA COUNTY MANAGEMENT COALITION: Approve request designating December 23, 2011 as CCMC's floating holiday for calendar year 2011.
11. APPOINTED DEPARTMENT HEADS: Approve request designating December 23, 2011 as the Appointed Department Head's floating holiday for calendar year 2011.
12. PUBLIC WORKS: Authorize the Director of Public works to issue an encroachment permit to the Arbuckle Revitalization Committee closing Main Street (5th street) between Lucas Street and 6th Street and close Hall Street between the railroad tracks and the alley between 5th and 6th streets from 4 a.m. to 4 p.m. on October 30, 2011 for the Car Show and BBQ.
13. HEALTH AND HUMAN SERVICES: Approve agreement for professional services between the County of Colusa Health and Human Services and **Telesec Answering Service** for after-hour reception services, effective October 1, 2011 through June 30, 2012, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.
14. HEALTH AND HUMAN SERVICES/PUBLIC HEALTH: Approve Agreement No. 12-023-CFS between the county of Colusa Health and Human Services/Public Health and the **44th District Agricultural Association** for the Colusa Farm Show for Exhibit Space, effective February 7, 2012 through February 9, 2012, with terms and conditions as set forth in the Agreement and authorize the Interim Director of Health and Human Services to sign on behalf of the Board of Supervisors.
15. HEALTH AND HUMAN SERVICES/TOBACCO EDUCATION: Approve Agreement No. 12-025-CFS between the Colusa County Health and Human Services/Tobacco Education and the **44th District Agricultural Association** for the Colusa Farm Show Exhibit Space, effective February 7, 2012 through February 9, 2012, with terms and conditions as set forth in the Agreement and authorize the Interim Director of Health and Human Services to sign on behalf of the Board of Supervisors.
16. SHERIFF/DEPUTY SHERIFFS' ASSOCIATION: approve request designating December 23, 2011 as the Deputy Sheriffs' Association Floating Holiday for calendar year 2011.
17. PLANNING AND BUILDING/PUBLIC HEARING: Set October 25, 2011 at 11:00 a.m. to consider an appeal of the Planning Commission's decision on September 12, 2011 to adopt a Mitigated Negative Declaration, A Mitigation Monitoring and Reporting Program, and a Tentative Subdivision Map for Mike Adams, (ED#09-38), TSM #09-5-1 to divide 159+ acres of partially developed, Industrial designated and zoned land into 16 lots. The 16 proposed lots will range in size from 1.19+ acres to 30.80+ acres. Five of the resulting lots will consist of less than 5-acres each, six of the lots will be between 5 to 10-acres in size, and five of the lots will be larger than 10-acres in size. The proposed site is located at the northwest corner of Grevie Road and County Line Road and approximately 6-

miles south of the unincorporated community of Arbuckle, identified as Assessor's Parcel Numbers 022-190-054, 022-190-055, 022-190-056 and 022-190-057 and direct the Clerk to publish and post Notice of Hearing.

END OF CONSENT AGENDA

OTHER ITEMS TO BE CONSIDERED AS TIME PERMITS:

18. Supervisors' Reports or Comments.
19. State or Federal Legislation/General Budgetary Matters.
20. Review Claims Register Sheets.
21. Agenda Review.

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 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, 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours, 8:30 a.m. to 5:00 p.m., Monday through Friday.