

Board of Supervisors

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COUNTY OF COLUSA

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BOARD CHAMBERS
547 MARKET STREET
COLUSA, CA 95932

Agenda

November 22, 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 54957, the Board will meet with the Personnel Director to discuss an employee's performance, provide direction and if determined appropriate take action.
- B. Under the provisions of Government Code Section 54957, the Board will discuss departmental updates regarding potential discipline.
- C. Under the provisions of Government Code Section 54956.9, Legal Counsel and the Personnel Director will discuss with the Board pending litigation.

9:00 a.m.

- Opening Prayer – Pledge of Allegiance.
- Approval of Minutes of the November 8, 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. PERSONNELA. **Probation – 2035**

1. Acknowledge Kristen Simmons, Deputy Probation Officer II as the CPOC North State Winner for 2011-2012.
2. Consider approving the payment for 59 hours of vacation time totaling \$1,388.13, incorrectly applied for Eduardo Campos.

B. **Child Support – 2017**

Consider filling a vacancy due to retirement of one Child Support Specialist I/II, PFT, MSC Range 19/23, \$2,421.00 - \$2,942.00/\$2,669.00 - \$3,243.00 per month, effective January 1, 2012.

C. **Health & Human Services - 5011**

Consider adding and filling one extra help Program Manager II, MGT Range 12, Step 5, \$27.13 per hour, effective November 28, 2011 for APS/CPS due to staff shortages.

D. **Health And Human Services -Public Authority – 5012**

Consider deleting the extra help position of Staff Services Analyst, TPT, PF Range 29, \$19.21 per hour, effective October 31, 2011.

E. **Human Services - 5011**

Consider adding an extra help position of Staff Services Analyst, TPT, PF Range 29, \$19.21 per hour, effective November 1, 2011 and authorize to fill.

9:15 a.m. PROBATION

- A. Consider approving Amendment to Agreement C11-135, approved June 28, 2011, between the County of Colusa Probation Department and **Glenn County Juvenile Hall**, for bed space, with modifications as set forth in the Amendment and all other terms and conditions to remain in full force and effect and authorize the Chief Probation Officer to sign on behalf of the Board of Supervisors.
- B. Consider approving Amendment to Agreement C11-136, approved June 28, 2011, between the County of Colusa Probation Department and **Bi-County Juvenile Hall**, for bed space, with modifications as set forth in the Amendment and all other terms and conditions to remain in full force and effect and authorize the Chief Probation Officer to sign on behalf of the Board of Supervisors.

- C. Consider approving Modification to Agreement C09-070, approved April 7, 2009, between the County of Colusa Behavioral Health and Colusa County Probation Department and **APL Counseling**, to include services as follows:

Exhibit B
Scope of Services

Provide impulse control education in group settings as well as individually to individuals committed to the Colusa County Jail. The program utilized will be Impulse Mapping, an evidence based program utilizing cognitive behavior therapy.

Program participants, upon release from custody will continue their education in group and individual settings while in the community.

with all other terms and conditions to remain in full force and effect and authorize the Chairman to sign.

9:20 a.m.

HEALTH AND HUMAN SERVICES

- A. Consider approving "FCC Application for Radio Service Authorization: Wireless Telecommunications Bureau Public Safety and Homeland Security Bureau" through Sutter Buttes Communication and authorizing the Interim Director of Health and Human Services to sign and submit same.
- B. **Sitting as the In-Home Supportive Services Public Authority**
Consider approving Memorandum of Understanding (MOU) between the Colusa County In-Home Supportive Services and the **Glenn County In-Home Supportive Services Public Authority** for administrative services for the provision of implementation of Public Authority administrative services due to staffing constraints for DHHS, effective November 1, 2011 through June 30, 2012, with terms and conditions as set forth in the MOU and authorize the Chairman to sign.

9:25 a.m.

PUBLIC WORKS

- A. Consider approving "Contract to Repair the CSA 1 Century Ranch Water System" between the County of Colusa Public Works Department and **Billy Wycoff Construction**, effective November 9, 2011 through November 30, 2011, in an amount not to exceed \$10,000.00, with a fifteen (15) day written termination clause by either party and authorize the Chairman to sign.
- B. Consider authorizing the Director of Public Works to purchase two (2) 2012 4WD Cab/Chassis F350 pickups, in an amount not to exceed \$60,000.00, utilizing the CMAS State Contract pricing, to be funded through the current budget.

9:30 a.m.

SHERIFF

- A. Consider approving Request For Proposals for Colusa County Sheriff's Animal Control Facility Needs Assessment, Feasibility/ Building Study. Further, set January 6, 2012 at 3:00 p.m. to receive and open sealed proposals, authorize the Chairman to sign the RFP and direct the Clerk to publish and post same.
- B. Consider accepting proposal from Charlie's Electric, in the amount of \$18,657.00, for the procurement and installation of one (1) 400 amp Manual Transfer Switch and power cords at the Colusa County Sheriff's Office.
- C. Consider approving an agreement between the County of Colusa Sheriff's Department and **Charlie's Electric** for procurement and installation of one (1) 400 amp Manual Transfer Switch and power cord at the Colusa County Sheriff's Office, effective through February 1, 2012, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.
- D. Consider waiving the County's formal bid process and authorize the repair of the roof at the Sheriff's Department.

9:40 a.m.

CLERK-RECORDER/ELECTIONS

Consider accepting Certificate of Election Results for the November 8, 2011 District Elections held in the Westside Water District and the Stonyford Recreation and Park District.

9:45 a.m.

CENTRAL SERVICES/SHERIFF

- A. Consider approving Equipment Lease Agreement between the County of Colusa Sheriff's Office and **Wells Fargo Financial/ Advanced Document Concepts** for renewal/upgrade and maintenance services of copying equipment as follows:

Kyocera TASKalfa 6500i

effective November 22, 2011, with terms and conditions as set forth in the Equipment Lease Agreement and authorize the Chairman to sign.

- B. Consider approving an agreement between the County of Colusa Central Services and **Nor Cal Steel**, for county-wide collection and disposal of surplus scrap metals and vehicles, effective November 22, 2011 through June 30, 2013, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.
- C. Consider adding D & S ventures to the County's approved vendor list for disposal of surplus county property, including scrap metals and vehicles.

- 9:50 a.m. AG COMMISSIONER/AIRPORT SPECIAL
Consider approving Request for Proposals (RFPs) for the Airport Land Use Compatibility Plan Update. Further, set January 10, 2012 at 3:00 p.m., to receive sealed proposals; January 24, 2012 to award and direct the Clerk to publish and post RFPs.
- 9:55 a.m. PLANNING & BUILDING
- A. Consider approving Memorandum of Understanding between the County of Colusa and **the Judicial Council of California, Administrative Office of the Courts** for court facility services relating to the Criminal justice Facility (Facility #06-A2), and the Bunker Building (Facility #06-A3) effective March 30, 2009, with terms and conditions as set forth in the MOU and authorize the Chairman to sign.
- B. Consider approving Loan documents to be used for First Time Home Buyer (FTHB) and Owner Occupied Rehabilitation (OOR) for the Home Grant Program as follows:
- FTHB Deed of Trust
 - FTHB Lead Disclosure
 - FTHB Loan Agreement
 - FTHB Notice of Default
 - FTHB Promissory Note
 - OOR Deed of Trust
 - OOR Loan Agreement
 - OOR Notice of Default
 - OOR Promissory Note
 - OOR Rescission Notice and
 - OOR Servicing Disclosure
- 10:10 a.m. AUDITOR-CONTROLLER
- A. Consider accepting Request for Proposals for Countywide Audit Services, which includes County Financial Audit, Local Transportation Commission Financial Audit, Transit Agency Financial Audit, Local Transportation Commission Performance Audit, Transit Agency Performance Audit, County's Investment Policy, Investment Portfolio and Risk, and Compliance Audit, and Federal Financial Assistance Programs for Fiscal Years ending June 30, 2012, 2013, and 2014 as received and opened on November 4, 2011 as follows:
- | | | |
|----|-----------------------|--------------|
| 1. | Collins Accountancy | \$124,190.00 |
| 2. | Gallina LLP | \$224,600.00 |
| 3. | Reznick Group | \$276,300.00 |
| 4. | Smith and Newell CPAs | \$151,538.00 |
| 5. | Vargas and Company | \$258,100.00 |
- B. Consider awarding RFP for the Countywide Audit Services, which includes County Financial Audit, Local Transportation Commission Financial Audit, Transit Agency Financial Audit, Local Transportation

Commission Performance Audit, Transit Agency Performance Audit, County's Investment Policy, Investment Portfolio and Risk, and Compliance Audit, and Federal Financial Assistance Programs for Fiscal Years ending June 30, 2012, 2013, and 2014, based on recommendations from the Countywide Audit RFP Ad Hoc Committee.

- C. Consider approving a contract to perform the Countywide Audit for Fiscal Years ending June 30, 2012, 2013 and 2014 to the CPA firm based on recommendations from the Countywide Audit RFP Ad Hoc Committee.
- D. Consider approving Intra Budget Transfer number 11072 and Budget Transfer number 12001.
- E. Consider approving changes in Revenue and Appropriations as follows: Requires 4/5 votes

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
To Increase (Decrease) Appropriations:				
Housing Rehabilitation	02645	222645	53180	\$250,000.
Total				\$250,000.

10:20 a.m.

ADMINISTRATION

Discussion and possible action regarding a Resolution of the County of Colusa Planning Commission Expressing to the Colusa County Board of Supervisors The need for a Code Enforcement Officer in Colusa County.

10:25 a.m.

APPOINTMENTS

- A. **Sacramento River Fire Protection District**
Consider re-appointment of Roger Moore and Leonard (Len) E. Bolen to the Sacramento River Fire Protection District, effective November 16, 2011 through November 17, 2015. Further, appoint John Miller to the Sacramento River Fire Protection District, to fill the vacancy created by the resignation of Michael Keller, effective November 22, 2011 through November 17, 2012. **(Applications received: Roger Moore, Leonard E. Bolen and John Miller)**
- B. **Colusa Cemetery District**
Consider re-appointment of John B. Arnold to the Colusa Cemetery District, effective November 27, 2011 through November 28, 2015. **(Applications received: John B. Arnold)**

10:30 a.m. RECESS**10:45 a.m. COLUSA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT
Cortina Creek Flood and Water Control District**

Consider re-appointment of Braly George Zumwalt to the Cortina Creek Flood and Water Control District, effective November 22, 2011 through November 21, 2015. **(Applications received: Braly George Zumwalt)**

10:50 a.m. TREASURER-TAX COLLECTOR

- A. Consider accepting the Colusa County Treasurer's Monthly Investment Report for October 2011.
- B. Consider accepting the Colusa County Treasurer's 2012 Goals and Investment Policy.

12:00 NOON RECESS**3:00 pm TRANSPORTATION/TRANSIT AGENCY MEETING****CONSENT AGENDA ITEMS 1-4**

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

1. COLUSA COUNTY/STATE FAIR: Approve California State Fair 2012 Counties Exhibits Entry Form as presented for the 2012 California State Fair and authorize the Chairman to sign.
2. AG COMMISSIONER/MIGRANT FARM HOUSING: Approve Standard Agreement 11-OMS-933, between the County of Colusa Migrant Farm Housing and **the Department of Housing and Community Development** for the irrigation project, effective through August 31, 2012, in the amount of \$464,183.00 and authorize the Director of Migrant Housing to sign on behalf of the Board of Supervisors.
3. PUBLIC WORKS: Approve Annual Road Damage Repair Agreement (Gas Well) between the County of Colusa Public Works Department and **Foothill Energy, Inc.**, to cover the cost of repair of any county roads associated with gas well drilling, effective November 8, 2011 through November 7, 2012, with terms and conditions as set forth in the agreement and authorize the Director of Public Works to sign on behalf of the Board of Supervisors.
4. ADMINISTRATION/PUBLIC WORKS: Correct Consent Agenda item No. 2, approved on October 25, 2011 as follows:

"C11-263 2. PUBLIC WORKS: Ratify Modification to C11-230, Colusa County Public Works Contract ~~1112-06~~, 1112-05, between the County of Colusa Public Works and **Quincy Engineering, Inc.**, for design check for the Lenahan Road Bridge at Funks Creek, extending effective date from August 9, 2011 through September 16, 2011 **to** August 9, 2011 through October 28, 2011, with all

other terms and conditions to remain in full force and effect and signed by the Director of Public Works on behalf of the Board of Supervisors.

END OF CONSENT AGENDA

OTHER ITEMS TO BE CONSIDERED AS TIME PERMITS:

- 5. Supervisors' Reports or Comments.
- 6. State or Federal Legislation/General Budgetary Matters.
- 7. Review Claims Register Sheets.
- 8. Agenda Review.
- 9. Correspondence.

FILE NO.	CORRESPONDENCE RECEIVED	STATUS
11-19	Weathering the Storm CSAC Excess Insurance Authority 2011 Annual Report.	Filed
11-20	2011 CSAC Challenge Awards Directory	Filed
11-21	Fish & Game Notice of Finding re the Cedars buckwheat (Eriogonum Cedrorum)	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 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.