

Board of Supervisors

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Board Chambers
546 Jay Street Suite 108
Colusa, CA 95932

Agenda

May 3, 2016

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.

9:00 a.m. CALL TO ORDER

- Opening Prayer - Pledge of Allegiance.
- MINUTES APPROVAL
 1. Minutes Approval
Board of Supervisors – Regular Meeting – April 19, 2016.
- Period of Public Comment.
- Announcement of Closed Session.

I. STAFF REPORTS - **Note: 3 minutes allowed per Department for 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.

II. HUMAN RESOURCES

1. **CAO - Board of Supervisors Section - 1012**
Consider amending the position allocation chart by extending the limited term position of Chief Deputy Clerk of the Board of Supervisors, LT (May 1 to June 30, 2016), CNF 32, \$3799.00 - \$4,867.00 per month.

III. AUDITOR

1. AUDITOR
Consider approving Intra Budget Adjustments Nos: 16044 through 16046.

2. AUDITOR
Presentation and discussion of Revenue and Expenditures Status Reports for the County operating funds for the month ended March 31, 2016.

IV. LIBRARY

1. Consider approving updated **Policy No. 507, Library Usage Policy and User Agreement**, effective May 3, 2016. **Further**, direct the Clerk to update Policy Manual and distribute same.

V. PUBLIC WORKS/ROAD DEPARTMENT

1. Consider approving a contract between the County of Colusa and **Kjeldsen, Sinnock Neudeck, Civil Engineers and Land Surveyors (KSN)**, to assist with the preparation of Flood Protection Feasibility Studies for the Small Communities of Princeton, Colusa, and Grimes, and for the preparation and submittal of the small communities grant program application effective May 3, 2016 through December 31, 2017 with terms and conditions as set forth in the contract and authorize the Chair to sign.

2. PUBLIC WORKS/ROAD DEPARTMENT

Consider reaffirming "PROCLAMATION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF COLUSA, STATE OF CALIFORNIA PROCLAIMING THE COUNTY OF COLUSA AS A PURPLE HEART COUNTY" adopted on May 14, 2013. **Further**, approve a letter to Assemblyman Gallagher requesting he commence the process of having the State Legislature adopt a resolution identifying the following State Highways within the County of Colusa as segments of the Purple Heart Trail:

- 1) Interstate 5, from the Yolo County Line to the Glenn County Line,
- 2) State Route 20, from the Sutter County Line to the Lake County Line, and
- 3) State Route 45 from the Glenn County Line to the Yolo County Line,

and authorize the Chair to sign.

VI. PURCHASING AND PROCUREMENT

1. **Ag Department**
Consider making a finding pursuant to Colusa County Purchasing Policy section 8.2.1.2 that competitive bidding would not be in the public's best interest. **Further**, approve the purchase of telephone equipment from Gaynor Telesystems Incorporated in an amount not to exceed \$10,758.38 and authorize the Purchasing Agent to purchase the same.

2. PURCHASING AND PROCUREMENT

Ag Department/Airport

Consider approving a contract between County of Colusa and **Shannon & Wilson, Inc.**, for field investigation, soil sampling and analysis, and foundation recommendations to support future hanger and

taxiway construction, in an amount not to exceed \$19,100.00, effective May 3, 2016 with terms and conditions as set forth in the contract and authorize the Chair to sign.

VII. CONSENT AGENDA

Approve Consent Agenda item Nos. 1 through 14 as follows:

1. HEALTH AND HUMAN SERVICES
Approve Affiliation Agreement between the County of Colusa Health and Human Services and the **University of Phoenix** for their Bachelor of Science in Human Services (BSHS) program to allow placement of student interns with the Department of Health and Human Services' (DHHS) Public Health Division, effective May 3, 2016, at no cost to the county, with a thirty (30) day written termination clause by either party and authorize the Chair to sign.
2. COUNTY COUNSEL
Approve First Modification of Lease C15-137 between the County of Colusa and **John Lichty**, for the office space located at 320 5th Street, Suite A, Colusa, California, modifying the party the County is doing business with from Jerry Payne to John Lichty and the location as to where payments and notifications are sent, effective May 3, 2016, with terms and conditions as set forth in the agreement and authorize the Chair to sign.
3. SHERIFF
Adopt a Resolution Of The Colusa County Board Of Supervisors Certifying The Continuance Of A Local Drought Emergency and authorize the Chair to sign.
4. PURCHASING AND PROCUREMENT
Behavioral Health Services
Approve First Modification of Contract C15-154, between the County of Colusa and **Colusa County One Stop Partnership**, modifying Section 1 of the contract to accurately describe the Services to be Performed and modifying Section 2 extending the term of the contract to June 30, 2017, effective May 3, 2016, with all other terms and conditions as set forth in the contract and authorize the Chair to sign.
5. PURCHASING AND PROCUREMENT
Behavioral Health Services
Approve Second Modification to contract C13-087 between the County of Colusa and **Auburn Counseling Services, Inc.**, modifying Section 2, ending date of contract to June 30, 2017 and modifying Exhibit "B" rate of pay to \$675.00 per month, with a total compensation not to exceed \$8,100.00 per fiscal year, effective May 3, 2016, with all other terms and conditions as set forth in the contract and authorize the Chair to sign.
6. PURCHASING AND PROCUREMENT
Behavioral Health Services
Approve third Modification of contract C14-205, between the County of Colusa and **Tracy Woo**, for consulting services, modifying Section 2, Term to June 30, 2017, effective May 3, 2016, with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

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7. PURCHASING AND PROCUREMENT
Department of Public Works
Approve contract between Colusa County Department of Public Works and **Cascade Software Systems, Inc.**, to provide support services and maintenance for the Cost Accounting Management System (CAMS), effective July 1, 2016 to June 30, 2017, in an amount not to exceed \$20,000, with all other terms and conditions as set forth in the contract and authorize the Chair to sign.
8. ADMINISTRATION
Arts Council
Adopt A RESOLUTION OF THE COLUSA COUNTY BOARD OF SUPERVISORS DESIGNATING THE COLUSA COUNTY ARTS COUNCIL AS THE OFFICIAL ARTS ORGANIZATION FOR THE COUNTY OF COLUSA and authorize the Chair to sign.
9. PURCHASING AND PROCUREMENT
Planning & Building
Approve Plans, Notice to Bidders and Scope of Work for the remodel at the Colusa Veterans Hall. **Further**, set June 1, 2016, at 2:00 p.m. to receive and open sealed bids and authorize the Clerk to publish and post notice of same.
10. PURCHASING AND PROCUREMENT
Ratify Change Order No.1 (PC16-027) in the amount of \$1,200.00 and Change Order No. 2 (PC16-028) in the amount of \$246.00 to contract C16-021 between the County of Colusa and **MCM Roofing** for the re-roofing of the Health and Human Services building.
11. AG COMMISSIONER
Approve contract #16-0151-SA between the County of Colusa and the **California Department of Food and Agriculture**, for the Certified Farmers Market Program, effective July 1, 2016 through June, 30, 2017, in the maximum amount of \$1,275.00, with a thirty (30) day written termination clause by either party and authorize the Chair to sign.
12. TREASURER
Accept the March 2016 Treasurer Monthly Investment Report.
13. ADMINISTRATION
Correct Minutes of April 5, 2016 Regular Session regarding Consent Agenda Item No. 13 as follows:
- “13. HUMAN RESOURCES
Approve Memorandums of Understanding (MOU's) between the County of Colusa and the following:
- C16-036** - Colusa County Employee Association (CCEA)-Miscellaneous Unit,
C16-037 - Confidential Unit and
C16-038 - Professional-Administrative Unit,

effective January 1, 2016 to September 30, 2019, with terms and conditions as set forth in the MOUs and authorize the Chair to sign."

14. HUMAN RESOURCES

Approve the Memorandum of Understanding (MOU) between the County of Colusa and the **Colusa County Management Coalition (CCMC)** Unit, effective January 1, 2016 to September 30, 2019, with terms and conditions as set forth in the MOU and authorize the Chair to sign.

END OF CONSENT AGENDA

VIII. ADMINISTRATION

1. Consider approving a request from the Sacramento Valley Museum to aide in the completion of the restoration and operation of the Glen Valley School House, (GVHS) living history collection display in the amount of \$25,000.

2. ADMINISTRATION

Consider approving a Facility Use License Agreement between the County of Colusa and the **Sites Project Authority** for the Authority's initial 6 month use of a County building in Maxwell, as the Authority's headquarters, without cost to the Authority, effective May 3, 2016, this license may be terminated immediately for cause if either party violates the terms or provision of the License or by the County with a thirty (30) days written notice and authorize the Chair to sign.

IX. SUPERVISORS' REPORTS OR COMMENTS

X. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

XI. CLAIMS

1. AUDITOR

Consider approving Special Claims.

2. AUDITOR

Consider approving Claim Register Sheets for period April 19, 2016 through May 2, 2016.

RECESS

XII. CLOSED SESSION

1. COUNTY COUNSEL

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

California Government Code Section 54956.9(d)(4). Potential initiation of litigation: one matter.

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.

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

<p>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, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.</p>
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