

Board of Supervisors

Kim Dolbow Vann District I
John D. Loudon, District II
Mark D. Marshall, District III,
Gary J. Evans, District IV,
Vice-chair
Denise J. Carter, District V
Chair



County of Colusa

Wendy G. Tyler, CAO/Clerk to the
Board of Supervisors/Risk/Safety
Manager
Yolanda Tirado, Chief Deputy Clerk
to the Board
Ann Nordyke, Deputy Clerk to the
Board II
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Board Chambers
546 Jay Street Suite 108
Colusa, CA 95932

Minutes

March 8, 2016

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 8th day of March 2016 at the hour of 9:00 a.m. Present: Supervisors Denise J. Carter, Chair, Mark D. Marshall, Gary J. Evans, Kim Dolbow Vann, and John D. Loudon. Absent: None.

Present:

- Marcos Kropf, County Counsel.
- Wendy Tyler, CAO/Clerk to the Board/Risk Manager.
- Cindy Lovelace, Director, Human Resources.
- Kaline Moore, Purchasing & Procurement.
- Jim Saso, Assistant Sheriff.
- Elizabeth Kelly, Kim Vasco, Health & Human Services.
- Mary Anne Azevedo, Renee McCormick, Ag Commissioner's Office.
- Debbie Hickel, Colusa County Employee Association.
- Lew Manor, State of Jefferson.
- Robert Moriconi, Colusa citizen.
- Robert Zunino, Auditor's Office.
- Scott Lanphier, Public Works.
- Chris Griesa, American Red Cross.
- Yolanda Tirado, Ann Nordyke, Michelle Ponse, Patricia Rodriguez, Board Clerks.

Opening Prayer - Pledge of Allegiance.

MINUTES APPROVAL

1. Minutes Approval
Board of Supervisors – Regular Meeting – February 23, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

PERIOD OF PUBLIC COMMENT

Mr. Manor speaks to the State of Jefferson movement. Brief discussion is held, with no action taken.

ANNOUNCEMENT OF CLOSED SESSION

Chair Carter makes time for announcement of Closed Session.

Mr. Kropf announces the Board will consider Closed Session matters as follows:

1. LIABILITY CLAIM
California Government Code section 54956.95. One matter.
2. PUBLIC EMPLOYMENT
California Government Code 54957(b)(1); Title: Agricultural Commissioner.

I. STAFF REPORTS

Mr. Lanphier updates the Board members on items as they pertain to his Department.

Ms. Lovelace announces the following individuals received Kudos cards in the months of January and February as follows:

January

<u>EMPLOYEE</u>	<u>DEPARTMENT</u>
Val Durbin	Assessor
Michelle Savage	Assessor
Linda Walker	Assessor
Sharon Holland	BHS
Julie Stone	BHS
Tana Loudon	Planning and Building
Angela Gross	CAO-Purchasing & Procurement
Todd Manouse	CAO-Purchasing & Procurement
Alice Solis	Treasurer-Tax Collector
Debbie Walker	Treasurer-Tax Collector
Shawnte Whiting	Treasurer-Tax Collector

February

<u>EMPLOYEE</u>	<u>DEPARTMENT</u>
Jackie Sanchez	Clerk-Recorder
Amy Rosales	CAO-Human Resources
Edith Stafford	CAO-Human Resources

She states the winner for the month of January is Michelle Savage and the winner for the month of February is Amy Rosales. She states Mses. Savage and Rosales will receive a \$25.00 gift card to a Colusa County vendor.

II. HUMAN RESOURCES/HEALTH AND HUMAN SERVICES

1. Consider revising the job description for Health Program Specialist to a flexibly classed series of Health Program Specialist I/II/III and amending the position allocation chart for DHHS - Health Division and add two positions of Health Program Specialist I/II/III, PFT, PF Range 26/30/34, \$3,304.00 - \$4,234.00/\$3,648.00 - \$4,676.00/\$4,029.00 - \$5,162.00 per month, effective March 1, 2016 and delete one position of Health Program Specialist, PF Range 30, \$3,648.00 - \$4,676.00 and one position of Public Health Nurse I/II/III, PF Range 38/42/45, \$4,449.00 - \$5,701.00/\$4,913.00 - \$6,295.00/\$5,292.00 - \$6,781.00 per month, effective February 29, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

2. HUMAN RESOURCES/AGRICULTURAL COMMISSION DEPARTMENT

Consider reclassifying the position series of Agricultural Biologist & Standards Officer (ABSO)/Air Pollution Control Officer (APCO) I/II/III, PF Range 25/29/33, \$3,223.00 - \$4,130.00/\$3,559.00 - \$4,561.00/\$3,930.00 - \$5,036.00 per month **to** the position series of Agricultural Biologist & Standards Officer (ABSO) I/II/III, PF Range 25/29/33, \$3,223.00 - \$4,130.00/\$3,559.00 - \$4,561.00/\$3,930.00 - \$5,036.00 per month and amend the position control allocations to reflect the reclassification effective April 1, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

3. HUMAN RESOURCES/AGRICULTURAL COMMISSION DEPARTMENT

Consider amending the position control allocation to add an Agricultural Biologist Standards Officer (ABSO) I/II/III, PFT, PF Range 25/29/33, \$3,223.00 - \$4,130.00/\$3,559.00 - \$4,561.00/\$3,930.00 - \$5,036.00 per month, funding ~~split between~~ from 2060 (100%), ~~(50%)~~ and 2061 ~~(50%)~~, effective April 1, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

4. HUMAN RESOURCES/SHERIFF OFFICE - 2021

Delete: Assistant Sheriff, PFT, MGT Range 56, effective June 30, 2015.

Lieutenant, PPT (91.32%), MGT 51, effective June 30, 2015.

Add: Assistant Sheriff, PPT (92.5%), MGT Range 56, effective July 1, 2015

Lieutenant, PPT (85%), MGT 51, effective July 1, 2015.

OES Division - 2081

Delete: Lieutenant, PPT (8.68%), MGT 51, effective June 30, 2015.

Add: Assistant Sheriff, PPT (7.5%), MGT Range 56, effective July 1, 2015.
Lieutenant, PPT (15%), MGT 51, effective July 1, 2015.

and amend the position control allocation chart to reflect the change in funding.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

5. HUMAN RESOURCES/SHERIFF OFFICE - 2021

Delete: Office Assistant I, PPT(50%), DSA Range 1, \$969.00 - \$1,238.00 per month, effective March 8, 2016.

Add: Office Assistant I, PPT(75%), DSA Range 1, \$1,453.00 - \$1,857.00 per month, effective March 9, 2016.

and amend the position control allocation chart to reflect the increase in time for the position.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

6. HUMAN RESOURCES/DISTRICT ATTORNEY'S OFFICE - 2016

Delete: Fiscal Program Analyst, PFT, MSC Range 31, effective June 30, 2015.

District Attorney's Office - 2016 (90%)/Victim Witness - 2036 (10%)

Add: Fiscal Program Analyst, PFT, MSC Range 31, effective July 1, 2015.

and amend the position control allocation chart to reflect the change in funding.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Mark D. Marshall, District III
AYES:	Marshall, Evans, Vann, Loudon, Carter

III. AMERICAN RED CROSS

1. Consider adopting a Proclamation of the Colusa County Board of Supervisors Declaring March 2016 American Red Cross Month and authorize the Chair to sign.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

Ms. Griesa states that the American Red Cross responded to 589 local disasters, trained 43,250 individuals in disaster preparedness, first aid, CPR, and water safety.

Chair Carter presents Ms. Griesa with a Proclamation for same.

IV. AUDITOR

1. Consider approving 2015-16 Revenue and Appropriations Inter-Budget Adjustments #029-036 as follows: **Requires 4/5 vote.**

DEPT. NAME	FUND #	DEPT. #	ACCT. #	AMOUNT
15-CDBG-10570	02707	002707	454608	\$803,985.00
15-CDBG-10570	02707	002707	479910	\$40,000.00
15-CDBG-10570	02707	002707	53170	\$20.00
15-CDBG-10570	02707	002707	53171	\$5.00
15-CDBG-10570	02707	002707	53180	\$803,960.00
15-CDBG-10570	02707	002707	532309	\$40,000.00
Sheriff	00101	2021	454608	\$513.92
Sheriff	00101	2021	51012	\$477.40
Sheriff	00101	2021	51022	\$36.52
Flood, Soil, Water Cons	00101	2050	455999	\$150,000.00
Flood, Soil, Water Cons	00101	2050	53180	\$147,500.00
Flood, Soil, Water Cons	00101	2050	53250	\$2,500.00
Public Works - Road	00110	3010	479100	\$13,105.00
DPW - East Park	04006	0000	59397	(\$3,587.90)
DPW - East Park	04006	0000	51012	\$2,840.58
DPW - East Park	04006	0000	51029	\$11.20
DPW - East Park	04006	0000	51030	\$42.00
DPW - East Park	04006	0000	510301	\$509.60
DPW - East Park	04006	0000	510331	\$0.70
DPW - East Park	04006	0000	51037	\$183.82
Public Works - Road	00110	0000	479910	\$8,649.56
Develop Fee - PW	02697	002697	59452	\$8,649.56
Victim Witness	00101	2036	454659	\$18,293.00
Victim Witness	00101	2036	51010	\$6,066.00

Victim Witness	00101	2036	51021	\$1,433.00
Victim Witness	00101	2036	51022	\$513.00
Victim Witness	00101	2036	51029	\$6.00
Victim Witness	00101	2036	51030	\$856.00
Victim Witness	00101	2036	51031	\$6.00
Victim Witness	00101	2036	510321	\$420.00
Victim Witness	00101	2036	51033	\$54.00
Victim Witness	00101	2036	51036	\$3.00
Victim Witness	00101	2036	53090	\$10.00
Victim Witness	00101	2036	53120	\$120.00
Victim Witness	00101	2036	53170	\$2,048.00
Victim Witness	00101	2036	53171	\$65.00
Victim Witness	00101	2036	53200	\$75.00
Victim Witness	00101	2036	53210	\$809.00
Victim Witness	00101	2036	53231	\$17.00
Victim Witness	00101	2036	53251	\$280.00
Victim Witness	00101	2036	53260	\$60.00
Victim Witness	00101	2036	55280	(\$4,000.00)
Victim Witness	00101	2036	57011	\$1,150.00
Victim Witness	00101	2036	57065	\$1,230.00
District Attorney	00101	2016	59390	\$4,000.00

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

V. COUNTY COUNSEL

C16-016 1. Consider approving an agreement between the County and **Golden State Finance Authority** for the County to collect special taxes and contractual assessments levied by the Authority on parcels in Colusa County as part of the Authority's Property Assessed Clean Energy Program ("PACE"), effective March 8, 2016, with terms and conditions as set forth in the agreement and authorize the Chair to sign.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	Mark D. Marshall, District III
AYES:	Marshall, Evans, Vann, Loudon, Carter

VI. PURCHASING & PROCUREMENT/MIGRANT HOUSING

1. Consider approving the purchase of 60 double sided twin size mattresses and 35 double sided full size mattresses for the Migrant Housing division from Marysville Mattress & Upholstery in the amount of \$11,708.55 and authorize the Purchasing Agent to purchase same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	Mark D. Marshall, District III
AYES:	Marshall, Evans, Vann, Loudon, Carter

VII. HEALTH AND HUMAN SERVICES

1. Presentation regarding the co-location of Cal-WORKs services at the Colusa One Stop (COS).

Ms. Kelly speaks to the following:

- Plan Summary,
- TANF-Federal time limited-60 months max,
- Cal-Works-time limited-48 months max,
- WIOA federal,
- Welfare to Work time limited-24 months max,
- Family Stabilization,
- Housing Support Program,
- Staffing,
- Services, and
- Benefits.

Brief discussion is held, with no action taken.

VIII. APPOINTMENTS/COLUSA MOSQUITO ABATEMENT DISTRICT

1. Consider re-appointment of Vic Townzen and Tom Critchfield to the Colusa Mosquito Abatement District, effective March 8, 2016 through March 7, 2020.
(**Applications received:** Vic Townzen, Tom Critchfield)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

2. COLLEGE CITY CEMETERY DISTRICT

Consider re-appointment of Ernest Steven Dawley to the College City Cemetery District, effective February 21, 2016 through February 20, 2020.
(**Applications received:** Ernest Steven Dawley)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

3. GROUNDWATER MANAGEMENT COMMISSION

Consider re-appointment of G. Bruce Rolan to the Groundwater Management Commission, effective March 24, 2016 through March 23, 2021.
(**Applications received:** G. Bruce Rolan)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

4. COLUSA COUNTY LOCAL CHILD CARE PLANNING COUNCIL

Consider re-appointment of Ginger Harlow to the Colusa County Local Child Care Planning Council, effective March 3, 2016 through March 2, 2018.
(**Applications received:** Ginger Harlow)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John D. Loudon, District II
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

5. CYPRESS HILL CEMETERY DISTRICT

Consider re-appointment of Ralph Minto to the Cypress Hill Cemetery District, effective March 8, 2016 through March 7, 2020. (**Applications received:** Ralph Minto)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Mark D. Marshall, District III
AYES:	Marshall, Evans, Vann, Loudon, Carter

6. AIR POLLUTION CONTROL AFFAIRS ADVISORY COMMITTEE

Consider re-appointment of Richard Selover to the Air Pollution Control Affairs Advisory Committee effective March 8, 2016 through March 7, 2019.
(**Applications received:** Richards Selover)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

IX. ADMINISTRATION

C16-017 1. Consider approving a **Modified Third Amended And Restated Sites Project Authority Joint Exercise of Powers Agreement** between the County of Colusa and the following:

Colusa County Water District (CCWD)
County of Glenn (Glenn County)
Glenn-Colusa Irrigation District (GCID)
Maxwell Irrigation District (MID)
Orland-Artois Water District (OAWD)
Proberta Water District (PWD)
Reclamation District 108 (RD 108)
Tehama-Colusa Canal Authority (TCCA)
Westside Water District (WWD)

effective March 8, 2016 ~~January 12, 2016~~, with terms and conditions as set forth in the Joint Powers Agreement and authorize Supervisor Vann to sign on behalf of the Board of Supervisors.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Mark D. Marshall, District III
AYES:	Marshall, Evans, Vann, Loudon, Carter

Chair Carter makes time for approval of Consent Agenda Items 1 through 10.

Supervisor Vann requests Consent Item No. 2 be pulled from the Consent Agenda and considered separately.

Supervisor Loudon requests Consent Item No's. 9 and 10 be pulled from the Consent Agenda and considered separately.

Chair Carter so directs.

CONSENT AGENDA

Approve Consent Agenda Item No's. 1 and 3 through 8 as follows:

1. SHERIFF

Adopt **Resolution No. 16-005**, a Resolution of the Colusa County Board of Supervisors Certifying the Continuance of a Local Drought Emergency and authorize the Chair to sign.

3. COUNTY COUNSEL

Set a public hearing on **March 22, 2016 at 11:00 a.m.** to determine whether a public nuisance exists on Assessor's Parcel Number 015-144-010, otherwise known as 1315 Clay Street Colusa, California 95932, and direct clerk to publish notice of hearing in accordance with California Government Code section 6061.

C16-018 4. HEALTH AND HUMAN SERVICES

Approve Memorandum of Understanding (MOU) between the County of Colusa and the **California Department of Social Services (CDSS)** for access to an online employer verification service known as the Work Number, effective March 8, 2016 through September 30, 2017, at no cost to the county, with a thirty (30) day written termination clause by either party and authorize the Board Chair to sign.

5. SHERIFF

Approve out of state travel for Sheriff Joe Garofalo, Asst. Sheriff Jim Saso and Lieutenant Miguel Villaseñor to attend the American Jail Association Conference and Jail Expo in Austin, Texas from May 22 - 25, 2016.

6. PUBLIC WORKS/ROAD DEPARTMENT

Accept, as complete, the construction project on State Route 45 in the Town of Princeton Notice of Completion, authorize the Director of Public Works to sign and direct the Clerk to record.

7. PUBLIC WORKS

Ratify application for additional Bureau of Reclamation funding in support of East Park Reservoir projects and signed by the Chair, Denise J. Carter.

C16-019 8. AG COMMISSIONER

Adopt Revised **Resolution No. 16-006**, a Resolution of The Board of Supervisors of the County of Colusa approving the 2015/16 and 2016/17 Fiscal Year Operations and Maintenance Contract between the **State of California Department of Housing and Community Development** and the County of Colusa, contract #15-OMS-10538 and authorize the Chair to sign.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

Chair Carter makes times to consider Consent Agenda Item No. 2.

Supervisor Vann inquires whether the Emergency 911 System could tie into the Reverse 911 system that was previously approved for the Health and Human Services Department. Brief discussion is held.

2. SHERIFF

Approve upgrade of the County/Sheriff's Emergency 911 System, authorize the Sheriff to receive and expend up to \$218,000 and to coordinate and sign any necessary related documents for same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

Chair Carter makes time to consider Consent Agenda Item No. 9.

Supervisor Loudon questioned if the total amount was included on Consent Agenda Item No. 10.

Ms. Tyler responds in the negative.

9. PURCHASING AND PROCUREMENT

Ratify Change Order 1 in the amount of \$3,200 for Contract C14-235, entitled "Re-roof 250 5th Street" PC15-079, between the County of Colusa and Alpine Roofing and signed by the former ICAO, Robert J. Muszar on behalf of the Board of Supervisors.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

Chair Carter makes time to consider Consent Agenda Item No. 10.

Supervisor Loudon states the total amount listed does not add up to the Change Orders presented. Brief discussion is held.

10. PURCHASING AND PROCUREMENT

Ratify Change Orders to Contract 15-169, entitled "Renovations at 250 5th Street" between the County of Colusa and REM Construction as follows:
 Change Order #1, Hazardous Material, (PC15-080), in the amount of \$2,103.84;
 Change Order #2, Insulation, (PC15-081), in the amount of \$3,697.25;
 Change Order #3, Electric Demo, (PC15-082), in the amount of \$5,113.13 and
 Change Order #4, Electric Panel, (PC15-083), in the amount of \$581.47
 in the total amount of ~~\$16,621.40~~ \$11,495.69 and signed by the former ICAO, Robert J. Muszar on behalf of the Board of Supervisors.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

XI. SUPERVISORS' REPORTS OR COMMENTS

Supervisor Marshall

Meetings/functions attended:

- Literacy Program Ceremony.
- William Fire Department Dinner.
- Farm Bureau Dinner/Fund Raiser.
- Met with Several Department Heads to discuss Chapter 45.
- CDBG Committee meeting.

Supervisor Marshall speaks to an upcoming CDBG meeting to be held on April 6, 2016 from 6:00 p.m. to 8:00 p.m., located at the Williams Community Center, 860 C Street, Williams, CA. Brief discussion is held, with no action taken.

Supervisor Loudon

Meetings/functions attended:

- Colusa Boat Launch/State Park Tour.
- Division Boating & Waterways Presentation at City Hall.
- Special City Council Meeting.
- Participated in Color Guard & Flag Ceremony at Vietnam Wall in Willows.
- Special Colusa City Council Meeting.
- Special Board of Supervisors Meeting.
- Grimes Fire Department Dinner.
- Chamber of Commerce Meeting.

Williams Fire Department Dinner.
 "Walk in My Shoes" play At Egling Middle School.
 LAFCO Budget Meeting.
 Farm Bureau Dinner/Fund Raiser.
 Participated in tour of C.I.P. with CAO and Ed Hulbert.
 Our Lady of Lourdes Crab Feed Raiser.
 Williams Fire Sports Fundraiser with Governor Brown.

XII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS
 Supervisor Marshall speaks to an upcoming CSAC Advisory Committee meeting regarding workers compensation bills and drones.

XIII. CLAIMS
 1. AUDITOR
 Consider approving Special Claims.

<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
Public Defender	Mehr Law Office	\$60.30
Public Defender	Mehr Law Office	\$180.00
Public Defender	Mehr Law Office	\$52.20
Public Defender	Steidlmayer Law	\$81.00
Public Defender	Steidlmayer Law	\$63.00
Public Defender	Steidlmayer Law	\$90.00
Public Defender	Steidlmayer Law	\$468.00
Public Defender	Steidlmayer Law	\$396.00
Public Defender	Steidlmayer Law	\$198.00
Public Defender	Steidlmayer Law	\$117.00
Public Defender	Steidlmayer Law	\$297.00
District Attorney	CDW Government	\$1,650.00
Road	Mabey Inc	\$1,600.00
Human Resources	Madeira Group International	\$495.00
DHHS	WKD Electric	\$1,050.00
Airport	QT Pod	\$995.00
DHHS	Modern Building Systems Inc.	\$92,525.23

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Kim Dolbow Vann, District I
SECONDER: Gary J. Evans, District IV
AYES: Marshall, Evans, Vann, Loudon, Carter

2. AUDITOR
 Consider approving Claim Register Sheets for the period February 23, 2016 through March 7, 2016.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Gary J. Evans, District IV
SECONDER: Mark D. Marshall, District III
AYES: Marshall, Evans, Vann, Loudon, Carter

Supervisor Marshall expresses concern regarding threatening email received after the posting of the March 8, 2016 Agenda and questions whether the Board can bring on a Closed Session to discuss same.

Mr. Kropf replies in the positive.

ADD CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION Significant exposure to litigation pursuant to California Government Code section 54956.9(d)(2): one matter.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

Chair Carter declares a recess at 10:14 a.m. to convene in Closed Session and reconvenes Regular Session at 11:13 a.m. with all Supervisors present.

Present: Marcos Kropf, County Counsel.
Wendy Tyler, CAO-Clerk to the Board/Safety/Risk Management.
Yolanda Tirado, Ann Nordyke, Michelle Ponse, and Patricia Rodriguez, Board Clerks.

Chair Carter makes time for announcement of Closed Session matters considered.

Mr. Kropf announces the Board considered Closed Session matters as follows:

XIV.

CLOSED SESSION

1. COUNTY COUNSEL

LIABILITY CLAIM California Government Code section 54956.95. One matter.

Mr. Kropf states during Closed Session the Board took action to deny a liability claim presented to the County on December 22, 2015 by Cheryl A. Theriault. He states Ms. Theriault alleged that the County maintained a dangerous condition of public property which caused her automobile accident on June 25, 2015. He states further County Counsel will send the Claimant notice of the County's denial.

2. COUNTY COUNSEL
PUBLIC EMPLOYMENT

California Government Code 54957(b)(1); Title: Agricultural Commissioner. He states there was no reportable action.

3. COUNTY COUNSEL

CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION Significant exposure to litigation pursuant to California Government Code section 54956.9(d)(2): one matter.

He states there was no reportable action.

Chair Carter declares a recess at 11:15 a.m. and reconvenes in Regular Session at 1:30 p.m. with all Supervisors present.

Present: Marcos Kropf, County Counsel.
Wendy Tyler, CAO-Clerk to the Board/Safety/Risk Management.
Randy Underwood, Maria Leon, Donald Terry, Corinne Quigley, Pan Canada, Ilene Jacobs, Rosalinda Jackson, Toni Lopez, Gloria Mesa, Ivon Rodriguez, Clara Alcaraz, Rolando Campos, Guillermina Jaurrgui, Michael Scholes, Julia Cabrera, NeighborWorks.
Yolanda Tirado, Michelle Ponse, Patricia Rodriguez, Ann Nordyke Board Clerks.

1:31 p.m. (1:30 p.m. Item on the Agenda) PUBLIC HEARING

Chair Carter makes time for a Public Hearing to consider an appeal of the Zoning Administrator's determination of November 20, 2015 that the proposed project by Neighborhood Housing Services to, Inc., to build homes in a partially built out subdivision in the Arbuckle area, does not comply with County' Zoning Code, Chapter 44, Section 44-3.70.040, subsections C, D, E, and G.

Mr. Hackney states on or about September 22, 2015 Neighborhood Housing Services, Inc. (SNHS) submitted to the County Zoning Administrator for review, three (3) model house plans for a proposed development consisting of 13 homes in the partially built out Wildwood Estates Subdivision located in the Arbuckle area. He states in response, the Zoning Administrator reviewed the plans and found that the proposed homes did not comply with the County's Zoning Code, specifically; the proposed homes were incompatible and inconsistent with the existing homes in the subdivision, which is in violation of County Zoning Code Chapter 44, Section 44-3.70.040 subsection C, D, E, and G. He sates, accordingly, on November 20, 2015 the Zoning Administrator sent a letter to Mr. Donald Terry of SNHS informing him of that fact.

Mr. Hackney continues to state on November 30, 2015 SNHS submitted a letter dated November 30, 2015 appealing the Zoning Administrator's decision to the Planning Commission. He states on January 13, 2016 the Planning Commission held an Appeal Hearing, at the conclusion of the hearing, the Planning Commission also found that the proposed project violated County Zoning Code Chapter 44, Section 44-3.70.040, subsections C, D, E, and G, affirming the previous decision by the Zoning Administrator. He states the Planning Commission adopted and made a number of factual findings as follows:

1. SNHS's proposed thirteen (13) houses do not meet the criteria established in Zoning Code Section 44-3.70.040 for residential construction in a partially built-out subdivision.
2. SNHS proposed houses are not compatible in terms of scale with the existing homes.
3. SNHS proposed houses offer an architectural façade design that is inconsistent and non-complimentary in its architectural features with the existing homes;

4. SNHS proposed houses employ a simpler, more modest roof line detail;
5. SNHS proposed houses lack a mixture of 2 and 3-car garages as found in the existing homes;
6. SNHS proposed houses use of lap siding and wainscoting is visually and materially inconsistent and non-complimentary to the existing homes;
7. The design frontage of SNHS proposed houses are incompatible and non-complimentary with the existing homes: standard/uniform 2-car garages compared to design variation of existing homes, with 2-car and 3-car garages, some facing street, some set sideways to frontage;
8. SNHS's proposed houses fail to use "similar and complimentary building materials" including exterior facades and roofing materials;
9. SNHS proposes to use an asphalt composite shingle as its roofing material for all its houses. The Zoning Code states that all residences "*shall use similar and complimentary building materials*" and the Code specifically states this includes "*roofing materials.*"
10. SNHS proposed houses fail to comply with the Zoning Code because its proposed houses are not "*visually compatible with and similar in scale to existing homes* .
11. The visual comparison of SNHS's proposed house elevations with the five existing residences bears no resemblance or similarity with one another. The SNHS proposed houses fail to meet "consistency" and "complimentary" Zoning Code standards.
12. SNHS proposed houses are not similar in scale, as the Zoning Code requires. When comparing building elements, such as building materials, windows, stairs, entryways, numbers of doors, roof lines and facades, a relationship between and from one building to another can be established that provides a visually compatible scale.

Mr. Hackney continues to state on January 22, 2016 SHNS submitted a letter dated January 21, 2016 to the Board of Supervisors appealing the January 13, 2016 decision of the Planning Commission denying SNHS's appeal of the Zoning Administrator's November 20, 2015 decision. He states Colusa County Zoning Code section 44-1.80.080 provides that any decision of the Zoning Administrator may be appealed as provided for in the Zoning Code under section 44-1.80.080 D.2. "all" decisions of the Zoning Administrator are appealable to the Commission and then to the Board. He states this hearing is an appeal of the Zoning Administrator's finding that SHNS's proposed development and homes do not comply with the County's Zoning Code, Chapter 44, section 44-3.70.040, subsections C, D, E, and G.

Mr. Terry states NeighborWorks is a 30 year old non-profit agency. He states the program is a home ownership program. He states the applicants must have good credit, noting, the only thing the applicants are lacking is a down payment.

Ms. Quigley states today's purpose is to ask the Board of Supervisors to approve the proposed building of homes in Arbuckle. She states the proposed homes are high quality homes, noting, this is an opportunity for the County to get affordable housing in the community. She states zoning can cause restraints on projects such as this, the State Legislature has made provisions for a path forward, where there are restriction on affordable housing. She states further the proposed homes are consistent and no change to density. She continues to states it is a design review issue that is preventing the building of the proposed homes. She states they don't know what the standard is. She questions if there are particular item(s) that need to be added, and would appreciate clarity. She states the plans have been changed and redesigned and NieghborWorks is unable to get clear information as to what needs to change.

Discussion is held regarding the submittal of plans, compatibility issues and clarification.

2:11 p.m. Chair Carter calls for any further public comment.

Messrs. Lopez and Scholes speak in support of the proposed housing project.

Misses Jackson and Mesa also speak in support of the proposed housing project.

2:22 p.m. Chair Carter calls for any further public comment. Hearing none, Chair Carter closes the Public Hearing.

Mr. Hackney states NeighborWorks resubmitted their plans and they were found wanting. He states the County's General Plan consist of 11 elements, noting, the County's General Plan is citizen developed and citizen driven. He states further the County has a long history of supporting affordable housing, low income, and targeted income groups.

Mr. Terry states they had no plan check, when they resubmitted they asked for a plan check, and they did not receive a plan check or mark-ups on their plans, noting, traditionally that is how the process works.

Supervisor Vann states had they kept their appointment with her there could have been discussion at that time.

Discussion is held regarding the following:

- Architect for the project,
- Roofing materials, scale, and design criteria,
- Consistency between exterior facades, driveways and windows.

Supervisor Marshall states he is not opposed to sweat equity homes they are extremely successful.

Supervisor Vann states in the letter dated November 20, 2015 there were very specific items called out and they did not address those items. Discussion is held.

Following discussion, Chair Carter appoints Supervisor Vann and herself to work with NeighborWorks and continues this matter to April 5, 2016 for further consideration.

Chair Carter adjourned the meeting at 3:09 p.m. to reconvene in Regular Session on March 22, 2016 at the hour of 9:00 a.m.

Denis J. Carter, Chair

Attest: Wendy G. Tyler,
Clerk to the Board of Supervisors

BY _____
Ann Nordyke, Chief Deputy Clerk