

Board of Supervisors

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County of Colusa

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Board Chambers
546 Jay Street, Suite 108
Colusa, CA 95932

Agenda

December 12, 2017

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 – November 14, 2017

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/DHHS - SOCIAL SERVICES DIVISION - 5011

1. Amend the Department of Health and Human Services position allocation chart to add one flexibly staffed position of bilingual Social Worker I/II, PFT, PF Range 21/25, \$3,040.00 - \$3,898.00/\$3,358.00 - \$4,304.00 per month, effective January 1, 2018.

HUMAN RESOURCES/VESTERANS SERVICES - 5051

2. Create the position of County Veterans Service Officer, PFT, MGT Range 10, \$4,105.00 - \$5,259.00 per month, effective December 15, 2017, delete the Assistant Veterans Service Officer, PFT, MSC Range 16, \$2,659.00 - \$3,409.00 per month, effective December 31, 2017 and amend the position allocation chart. Further authorize the reclassification of the

current Assistant Veterans Service Officer to the new position of County Veterans Service Officer.

HUMAN RESOURCES/BEHAVIORAL HEALTH - MENTAL HEALTH DIVISION - 4013

3. Approve an increase for five (5) extra help positions performing Client Sitter/Driver duties from \$10.50 per hour to \$11.00 per hour in compliance with the State's increase in minimum wage effective January 1, 2018.

HUMAN RESOURCES/BHS/DHHS

4. Consider the revised job description for the position of Case Manager effective January 1, 2018 and amend the position allocation chart for DHHS-Social Services - 5011 to add one non-merit position of Case Manager, PFT, MSC Range 24, \$3,245.00 - \$4,160.00 per month, effective January 1, 2018.

III. AUDITOR

1. Presentation and discussion of report on Development Impact Fees collected and expended for Fiscal Year 2016-2017.
2. Report on Agreed-Upon Procedures Review for the County Recorder's Social Security Number Truncation Program.
3. Approve Intra Budget Adjustments No.: 17111 for FY 16-17.
4. Consider approving 2017-18 Revenue and Appropriations Inter-Budget Adjustments #005 - 006. **Requires 4/5 vote.**
5. Consider approving Special Claims.

IV. HEALTH AND HUMAN SERVICES

1. Discussion and current update for In Home Health Services (IHSS) Maintenance of Effort (MOE) and 1991 Public Health Realignment.

V. PUBLIC WORKS/ROAD DEPARTMENT/00110-3010 PUBLIC WORKS

1. Approve Final Safe Routes to Schools Plan.

VI. COMMUNITY DEVELOPMENT DEPARTMENT

1. Accept the General Plan Annual Progress Report for 2017.

VII. COUNTY ADMINISTRATIVE OFFICE

1. Approve transfer of the Community Development Block Grant (CDBG) Unit from the Department of Public Works to the Community Development Department, and rename the Unit as Community and Economic Development Unit; further approve amended organizational charts for the Department of Public Works and Community Development Department, all effective January 1, 2018.

2. **RISK MANAGEMENT**

Presentation on Loss Prevention and Safety activities.

CONSENT AGENDA

Approve Consent Agenda Items 1 through 19.

1. PURCHASING AND PROCUREMENT/AIRPORT
Approve aviation fuel supply agreement with **AvFuel Corporation** to provide the Colusa County Airport with aviation fuel for an initial term of December 1, 2017 through November 30, 2019 and authorize the Chair to sign.
2. PURCHASING AND PROCUREMENT/PROBATION
Approve Third Modification to contract number C13-001 with **Colusa One Stop**, for employment placement assistance, extending the termination date from December 31, 2017 to December 13, 2019 and increasing the hourly rate from \$26.75 to \$32.00 and authorize the Chair to sign.
3. PURCHASING AND PROCUREMENT/BUILDING AND GROUNDS
Approve the specifications and working details for the Request for Bid, Notice to Bidders and Draft Contract for the roof restoration project at the Colusa County Sheriff's Office and optional bid of the Animal Control Building.
4. SHERIFF/SHERIFF
Ratify/approve Project Agreement G16-03-05-L01/Contract No. C32-29-106, with the **California Department of Parks and Recreation** for on-going OHV Grant-Law Enforcement effective July 8, 2017 through July 7, 2018 in the amount of \$26,403.00, plus a cost match by the County for a total project cost of \$50,455.00, previously signed by the Sheriff.
5. HEALTH AND HUMAN SERVICES/5033
Approve First Modification to C17-192 with the **California State University, Chico Research Foundation** for Senior Nutrition services, increasing the amount of the contract to \$49,513, effective October 30, 2017 through June 30, 2018, and authorize the Chair to sign.
6. CHILD SUPPORT/2017
Approve the 2017-2019 Plan of Cooperation between the Colusa County Child Support and the **Colusa County Superior Court** and authorize the Director of Child Support Services to sign on behalf of the County.
7. BEHAVIORAL HEALTH/4010
Adopt a Revised Resolution Of The Colusa County Board Of Supervisors Authorizing Application For And Board Approved Receipt Of, "No Place Like Home" Program Technical Assistance Grant Funds and authorize the Chair to sign.
8. TREASURER/1022
Treasurer's Monthly Investment Report for November 2017.
9. TREASURER/1022
Accept the Colusa County Treasurer's Statement of Investment Policy and the 2018 Treasurer's Goals as presented.

10. CLERK RECORDER/ELECTIONS
Adopt Resolution Of The Colusa County Board Of Supervisors Extending The Additional One Dollar (\$1.00) Fee For Recording The First Page Of Every Instrument, Paper Or Notice Required Or Permitted By Law To Be Recorded For Implementation And Ongoing Operation Of A Social Security Truncation Program and authorize the Chair to sign.
11. PURCHASING AND PROCUREMENT/PUBLIC WORKS (ROAD DEPARTMENT)
Approve repair services for a Road department grader and mower tractor, with **Holt of California** in the approximate amount of \$10,924.91 and **Beeler Tractor Company** in the approximate amount of \$16,410.42 and authorize the Purchasing Coordinator to submit a purchase order; further authorize the Purchasing Agent to approve any additional repair work up to \$10,000 if required.
12. PURCHASING AND PROCUREMENT/AUDITOR-CONTROLLER
Approve amended and restated agreement with **OpenGov** for Reporting and Analysis software as well as the Budget Builder/Budget Book module, in an amount not to exceed \$30,320 per calendar year, and approve a one-time set-up fee to OpenGov in the amount of \$2,803, effective January 1, 2018 through December 31, 2020. Further, make a finding that it is in the best interest of the County to proceed with a sole source purchase due to the contractual relationship between OpenGov (the County's existing financial accounting system) and Superior and approve a one-time set-up fee with **Superion** in the amount \$2,905 and authorize the Chair to sign all documents.
13. PUBLIC WORKS/ROAD DEPARTMENT/00101-2050
Approve Second Modification to contract C16-049 with **Kjeldsen, Sinnock Neudeck, Civil Engineers and Land Surveyors (KSN)**, reducing compensation under the contract from \$1,368,403 to \$1,328,403 and authorize the Chair to sign.
14. PUBLIC WORKS/ROAD DEPARTMENT/00101-2050
Approve First Modification to Contract C16-047 with **Peterson Brustad Inc.** for FEMA Related Professional Services, extending the term of the contract to December 31, 2018 and authorize the Chair to sign.
15. PURCHASING AND PROCUREMENT/BOARD OF SUPERVISOR'S
Approve a contract with **DeNovo Planning Group** to provide County with a variety of public outreach activities intended to gather information regarding potential cannabis operations in unincorporated areas of Colusa County, in an amount not to exceed \$18,060 effective January 10, 2018 through June 30, 2018 and authorize the Chair to sign.
16. CLERK RECORDER/ELECTIONS/ELECTIONS - 1051
Adopt a Resolution Of The Colusa County Board Of Supervisors Appointing Director to Colusa Basin Drainage District, and authorize the Chair to sign.
17. PUBLIC WORKS/ROAD DEPARTMENT/00101-2050
Approve Second Modification to Contract C15-013 with **Kim Floyd Communications** for FEMA Related Professional Services, extending the term of the

contract from September 30, 2017 to September 30, 2018 and authorize the Chair to sign.

18. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH

Retroactively approve a Memorandum of Understanding with the **California Department of State Hospitals**, for State hospital services, effective July 1, 2014 through June 30, 2016 and authorize the Chair to sign Exhibit 1. Further, approve an Amendment to the MOU with the **California Department of State Hospitals** extending the term of the MOU to June 30, 2019, and authorize the Chair to sign.

END OF CONSENT AGENDA

IX. BOARD OF SUPERVISORS

1. Adopt A Proclamation Honoring Cindy Lovelace Upon Her Retirement As Director of the Human Resources Department, and authorize the Chair to sign.
2. Appoint a member of the Board of Supervisors to serve as a director of the Colusa Basin Drainage District for a term beginning January 2, 2018 through December 31, 2021.

X. SUPERVISORS' REPORTS OR COMMENTS

XI. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

RECESS

XII. CLOSED SESSION/COUNTY COUNSEL

1. **LIABILITY CLAIM**
California Government Code section 54956.95.
Claimant: Christian Navarro Lopez through his mother Sandra Lopez.
Agency: County of Colusa
2. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**
Government Code Section 54956.9(a), for the following 24 matters pending adjudication by the Workers' Compensation Appeals Board, In Re:

Mary Casey Carranza, Claim No. CTIF-236341
Carols Jauregui, Claim No. CTIF-237030
Edward Lazarus, Claim No. CTIF-236428
Carol Pearson, Claim No. CTIF-243737
Frederick Pilgrim, Claim No. CTIF-236051
Kevin Scott, Claim No. CTIF-313867
Juanita Singh-Dhalliwal, Claim No. CTIF-236049
Richard Steidlmayer, Claim No. CTIF-236054
Lela Martinez, Claim No. TIBQ-550148
Renee Ross, Claim No. TIBQ-550170
Mark C. Troughton, Claim No. TIBP-549898
Chad M. Ruona, Claim No. TIBN-543900
Michael Cull, Claim No. TIBL-533249

Jennifer McAllister, Claim No. TIBS-600017
Rande Brookins, Claim No. TIBU-600065
Jeanne Broderman, Claim No. TIBU-600044
Kiley Long, Claim No. TIBU-600064
Edward Salacup, Claim No. TIBS-600351
Dawn Brown, Claim No. TIBT-600131
Christopher MacPherson, Claim No. TIBU-600055
Naborina Medina, Claim No. TIBT-600270
Michael Bradwell, Claim No. TIBU-600041
Steven Trujillo, Claim No. TIBU-600012
Mark McGregor, Claim No. TIBS-600036

3. LIABILITY CLAIM
California Government Code section 54956.95.
Claimant: Gregory M. Haynes
Agency: County of Colusa

4. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Government Code Section 54956.9(a), *County of Colusa v. City of Colusa*,
Colusa County Superior Court case No. CV24258.

5. LIABILITY CLAIM
California Government Code section 54956.95.
Claimant: Carmen O. Haynes
Agency: County of Colusa

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.

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.