

## **Butte County Department of Development Services**

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ADMINISTRATION \* BUILDING \* PLANNING

### **BUTTE COUNTY ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY (AVA) ACTION MINUTES**

Date/Time            Wednesday, October 29, 2014 1:00 pm

Location:            Board of Supervisors' Chambers  
                          25 County Center Drive  
                          Oroville, CA 95965

1) Call to Order.

The meeting was called to order at 1:00 pm by Vice Chair Rick Trent in the Board of Supervisors Chambers at 25 County Center Drive, Oroville, CA.

2) Roll Call

Board members present:  
Rick Trent (Vice-Chair – Paradise)  
Sang Kim (Butte)  
Scott Friend (Biggs)  
Steve Elias (Gridley)  
Ron Belser (Oroville)

Board members absent:  
Raul Gonzales (Chico)

Staff present:  
Deborah DeBrunner – Administrative Analyst, Senior  
Kim McMillan – Administrative Assistant, Senior

3) Elect Chair and Vice-Chair for FY14-15

BUTTE  
COUNTY  
MAY 08 2015  
DEVELOPMENT  
SERVICES

A motion to elect Rick Trent as Chair for FY14-15 was made by Sang Kim and seconded by Scott Friend.

Vote

Ayes: Sang Kim, Scott Friend, Steve Elias, Ron Belser  
Noes: None  
Absent: Raul Gonzales  
Abstain: None

A motion to elect Sang Kim as Vice-Chair for FY14-15 was made by Scott Friend and seconded by Rick Trent.

Vote

Ayes: Sang Kim, Scott Friend, Steve Elias, Ron Belser, Rick Trent  
Noes: None  
Absent: Raul Gonzales  
Abstain: None

4) Adoption of May 27, 2014 minutes

It was moved by Rick Trent, seconded by Sang Kim and passed unanimously to approve the May 21, 2014 minutes.

5) AVA Funds Report by FY

Deborah DeBrunner presented the AVA Funds Report for FY13-14 to the Board.

6) Audit Status Update

Deborah DeBrunner reported to the Board that the AVA Audit has not yet been scheduled. She has been assigned other duties as well as her current duties. She is looking forward to having additional help to help her with her regular duties so she can get this audit scheduled and performed.

7) Effectiveness Report FY13-14

Deborah DeBrunner presented the Effectiveness report for FY13-14.

Sang Kim asked the other agencies how they present the AVA information to their jurisdictions.

- Butte County – presented as informational only on the Board of Supervisors consent agenda.

- Biggs – presented as informational only to the City Council as part of a report from the Planning Department.
- Oroville – presented as informational only to the City Council.

8) Annual Report to the State

Deborah DeBrunner presented information regarding the Annual Report to the State.

9) AVA Board members wishing to address items not listed on the agenda. (The AVA Service Authority is prohibited by State law from taking action on any item presented if it is not listed on the agenda.)

Sang Kim asked if future meetings could be scheduled at 1:30 pm. The members were agreeable to that request.

Vice-Chair Rick Trent asked the AVA members if there was a uniform 10 day notice that all jurisdictions use.

Deborah DeBrunner advised that prior to Rick Trent's appointment the AVA Service Authority was made aware that information regarding a registered/legal owner's ability to appeal the action of having their vehicle towed was not on the 10 notice. The County revised their form to include proper notification the entire action prior to the actual tow. All other jurisdictions were provided this information and asked to update their forms.

Sang Kim suggested that Paradise follows their town's attorney's advice.

10) Member of the public wishing to address the AVA Board on items not listed on the agenda. (Presentations will be limited to five minutes. Please note that pursuant to California state law, the AVA is prohibited from taking action on any item not listed on the agenda.)

None

11) Adjournment.

Vice-Chair Rick Trent adjourned the meeting at 1:20 pm.

**(Authority Members - please confirm whether or not you will be attending this meeting)**

