

# BUTTE COUNTY BOARD OF SUPERVISORS

## AGENDA

February 22, 2011



### County Supervisors

Bill Connelly, District 1  
Larry Wahl, District 2  
Maureen Kirk, District 3  
Steve Lambert, District 4  
Kim Yamaguchi, District 5

Paul Hahn, Chief Administrative Officer  
and Clerk of the Board

Bruce Alpert, County Counsel

9:00 A.M.

**1.00      CALL TO ORDER**

- 1.01      Call to Order - Board of Supervisors Room, County Administration Building, 25 County Center Drive, Oroville.
- 1.02      Pledge of Allegiance to the Flag of the United States of America.
- 1.03      Observation of a Moment of Silence.
- 1.04      **CORRECTIONS AND/OR CHANGES TO THE AGENDA.**

**3.00      CONSENT AGENDA**

**BEHAVIORAL**

**HEALTH**

- 3.01**    \*    Charis Youth Center - agreement with Charis Youth Center for intensive day treatment services and medication support services for emotionally disturbed adolescents. The term of the agreement is December 1, 2010 through June 30, 2011 with a maximum amount payable of \$29,951.42 (department budget utilizing State and Federal Medi-cal funding) - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.02**    \*    LocumTenens.Com, LLC - amendment to the agreement with LocumTenens.Com, LLC for the services of a contract psychiatrist at the Butte County Psychiatric Health Facility. The amendment increases the maximum amount payable by \$106,000 (department budget utilizing State and Federal Medi-Cal funding) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.03**    \*    Michael Hitchko, Ph.D. - amendment to the agreement with Michael Hitchko, Ph.D. for psychological services. The amendment increases the maximum amount payable by \$12,112.50 (department budget utilizing Realignment, MHSA, State and Federal Medi-Cal funds) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.04**    \*    BHC Heritage Oaks Hospital, Inc. - agreement with BHC Heritage Oaks Hospital, Inc. for inpatient psychiatric hospitalization services for clients referred by the Butte County Department of Behavioral Health. The term of the agreement begins upon date of agreement execution through June 30, 2011. Under this agreement, approximately 10 clients will be served. Butte County Realignment funding will be directly offset by the California State Department of Mental Health for hospital claims as they are processed - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.05** \* Tri-County Treatment - amendment to the agreement with Tri-County Treatment for drug rehabilitation services. The amendment decreases the maximum amount payable by \$17,256.01 - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

CHIEFADMINISTRATIVE  
OFFICE

- 3.06** \* Letter to Sierra Nevada Conservancy – letter in support of the California Fire Safe Council’s request to the Sierra Nevada Conservancy to allocate \$3 million of remaining Proposition 84 funds to fund coordinators for Fire Safe Councils throughout California – action requested – APPROVE LETTER OF SUPPORT AND AUTHORIZE THE CHAIR TO SIGN.

- 3.07** \* Dease Group Consulting - amendment to the agreement with Dease Group Consulting for updates to the All-Hazards Emergency Operations Plans for the City of Oroville and the Town of Paradise. The amendment extends the term of the agreement through March 1, 2012 and increases the maximum amount payable by \$45,350 (department budget utilizing State Homeland Security grant funds) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.08** \* Approval of Minutes – submitted are the minutes of January 25, 2011 - action requested – APPROVE MINUTES.

- 3.09** \* Secure Rural Schools and Community Self-Determination Act Letter - The Secure Rural Schools and Community Self-Determination Program provides funding to eligible counties, through the U.S. Forest Service, to create employment opportunities through projects which implement stewardship objectives that enhance forest ecosystems, restore and improve land health and water quality. In order to access the Title II portion of these funds the U.S. Forest Service must follow a prescribed process. However, the Forest Service has not been able to complete the process. Subsequently, the community is at risk of losing these funds. Board approval is requested to authorize a letter to Congressman Wally Herger requesting congressional assistance to finalize the process – action requested – APPROVE LETTER AND AUTHORIZE THE CHAIR TO SIGN.

FIRE

- 3.10** \* Butte County Community Wildfire Protection Plan (CWPP) Project List Update – The Butte County CWPP Appendix A Project List was last updated and approved on July 13, 2010. Projects listed have an advantage when being considered for grant funding. Ten new projects have been proposed to be added to Appendix A for inclusion in the 2011 grant cycle – action requested – ACCEPT THE BUTTE COUNTY CWPP APENDIX A PROJECT LIST TO INCLUDE 2011 PROPOSED PROJECTS AND AUTHORIZE THE CHAIR TO SIGN.

GENERAL  
SERVICES

- 3.11** \* Discount Mail Service, Inc. - agreement with Discount Mail Service for discounted postage and other mail services for Butte County. The term of the agreement is January 1, 2011 through December 31, 2013. The department projects that this agreement will save approximately \$45,000 this fiscal year - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.12** \* Enloe Medical Center – agreement with Enloe for lease of a 729 square foot server and systems room at 560 Cohasset Road, Chico. The department’s Support, Employment, Assistance, Recovery and Consumer Housing (SEARCH) program and the Chico Adult Outpatient Services (CAOPS) program will be relocating to this location in the near future. The term of the lease is March 1, 2011 through September 30, 2020 with a monthly lease payment of \$583.20 (\$0.80 per sq. ft.) – action requested – APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.13** \* Contract Award and Budget Adjustments for Jail Security System – The County is in the process of replacing the main jail security system, which includes replacement of Module One due to non-performance by the original contractor and installation of Module Two that will provide enhanced central control. The total cost of the project is \$1,120,745, not including litigation costs, with anticipated funding of \$664,804 from the performance bond that is currently being litigated (already included in budget), \$210,000 from the inmate welfare fund (budget adjustment requested), and \$329,956 from the General Fund Appropriation for Contingencies (budget adjustment requested). The requested \$329,956 includes \$84,015 that has been incurred by the County in support of the litigation. After a comprehensive solicitation, P2 ABC Controls has been identified as the most capable firm for the installation of both Module One and Two. The Department recommends the County enter a contract with P2 ABC Controls for \$900,000 (\$690,000 for Module One and \$210,000 for Module Two). In addition, the Department requests an amendment to the contract with Pendulum Companies for system design and short-term support of the existing failing system, increasing the contract by \$15,000 for a total contract cost of \$51,000 – action requested – 1) APPROVE AGREEMENT WITH P2 ABC CONTROLS AND AUTHROIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER; 2) APPROVE AGREEMENT AMENDMENT WITH PENDULUM AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER; 3) APPROVE RELATED BUDGET ADJUSTMENTS (4/5 vote required); AND APPROVE THE PURCHASE OF THE JAIL SECURITY SYSTEM FIXED ASSETS.
- 3.14** \* Ray Morgan Company – agreement amendment with Ray Morgan Company for the rental of an additional copier for the centralized County Print Shop. The amendment increases the maximum amount payable by \$32,000 (department budget) – action requested – APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

HUMAN  
RESOURCES

- 3.15** \* Resolution to Amend the Salary Ordinance – The resolution will amend the salary ordinance as follows:

HUMAN RESOURCES – requests to flexibly staff one position of Administrative Assistant, Senior to Administrative Assistant, Senior/Administrative Assistant. This change will allow the department more flexibility when filling the current vacancy and leaves the total allocations in the department unchanged at 18.

PUBLIC WORKS – requests to make the following changes: 1) delete one position of Supervisor, Bridge Maintenance; 2) add one position of Road Maintenance Assistant/Road Maintenance Worker/Road Maintenance Worker, Senior; 3) add the Road Maintenance Worker, Senior classification to a flexibly staffed position of Road Maintenance Assistant/Road Maintenance Worker/Tree Trimmer/Tree Trimmer, Senior; 4) delete one position of Landfill Maintenance Worker/Landfill Maintenance Worker, Senior; 5) add one position of Landfill Equipment Operator, Senior/Landfill Equipment Operator; 6) add the classification of Information Systems Analyst, Senior to a flexibly staffed position of Information Systems Analyst/Information Systems Analyst, Associate. These changes will better meet the needs and structure of the department and allow more flexibility when hiring and will leave the total allocations in the department unchanged at 105. There is no impact to the current year budget – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

LIBRARY

- 3.16** \* Donation of Portraits to Butte County Historical Society – The department received a request from the Butte County Historical Society for Butte County to donate two portraits that have been on loan to the Historical Society since 1980 – action requested – APPROVE DONATION OF TWO PORTRAITS TO THE BUTTE COUNTY HISTORICAL SOCIETY AND AUTHORIZE THE CHAIR TO SIGN THE RECEIPT FOR PROPOSED DONATION.
- 3.17** \* Library Donations – The Library has received the following donations for books: \$780 from an anonymous source; \$756 from the Oroville Friends of the Library; \$500 from Ruthmarie Ferris; \$250 from the Chico Friends of the Library; \$250 from Dorothy Dingfelder; \$200 from Maudie A. Penney; and \$100 from Carol Oba Winslow – action requested – ACCEPT DONATIONS AND AUTHORIZE LETTERS OF APPRECIATION.
- 3.18** \* Butte County Library Advisory Board Appointment – action requested – AT THE REQUEST OF THE LIBRARY DIRECTOR: APPOINT DIANE FRIEDMAN TO A TERM TO END DECEMBER 31, 2014.

- 3.19** \* Resolution Establishing Public Service Hours for Butte County Library – The department requests to extend the public service hours at the Durham, Gridley, Oroville, and Paradise Library branches using funding from the Library Endowment Fund and a \$23,088 budget adjustment from the General Fund Appropriation for Contingencies for this fiscal year. This will result in an annualized increase in cost of \$69,264. If approved, this action will increase the total service hours at the Paradise and Oroville branches from 30 to 35 hours per week; increase the total service hours at the Durham branch from 6 to 30 hours per week; and increase the total service hours at the Gridley branch from 24 to 30 hours per week - action requested – APPROVE RELATED BUDGET ADJUSTMENT (4/5 vote required); AND ADOPT RESOLUTION ESTABLISHING HOURS FOR ALL BUTTE COUNTY LIBRARY BRANCHES AND AUTHORIZE THE CHAIR TO SIGN, CONTINGENT UPON APPROVAL OF REQUESTED BUDGET ADJUSTMENT.

PUBLIC  
HEALTH

- 3.20** \* Medifax-EDI, LLC - amendment to the agreement with Medifax-EDI, LLC for electronic billing services. The amendment extends the term of the agreement through March 31, 2011 and increases the maximum amount payable by \$12,000 (department budget) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.21** \* Greg Costo - amendment to the agreement with Greg Costo for the management and oversight of the Butte County Public Health Lab. The amendment increases the maximum amount payable by \$20,000 (department budget) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.22** \* California State Department of Health Care Services (DHCS) - amendment to the agreement with DHCS for reimbursement for the cost of certain administrative activities in support of the Medi-Cal Targeted Case Management program. The amendment extends the term of the agreement through June 30, 2013 and increases the maximum amount payable by \$200,000 (department budget) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.23** \* Butte County Public Guardian - agreement with Butte County Public Guardian for reimbursement for Targeted Case Management Services provided to Public Guardian clients. The term of the agreement is July 1, 2010 through June 30, 2011 with a maximum amount of \$220,747 reimbursable to Public Guardian (department budget) - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

PUBLIC  
WORKS

- 3.24** \* Transportation Tax Swap Solution – the department requests approval of a letter requesting support for an immediate and comprehensive transportation tax swap solution from our State Legislative delegation – action requested – APPROVE LETTER AND AUTHORIZE THE CHAIR TO SIGN.

SHERIFF-  
CORONER

**3.25** \* Budget Adjustment – request to accept and appropriate a \$38,118 refund into the Rural Counties Supplement fund. These funds are from the State 1122 program, which is program that offers supplies and equipment to law enforcement at a reduced rate – action requested - APPROVE BUDGET ADJUSTMENT (4/5 vote required).

**3.26** \* Budget Adjustment and Fixed Asset Purchase – request for budget adjustment totaling \$20,000 from the inmate welfare fund for the purchase of a commercial grade laundry washing machine for the Butte County jail - action requested - APPROVE BUDGET ADJUSTMENT (4/5 vote required); AND APPROVE THE FIXED ASSET PURCHASE OF A NEW LAUNDRY MACHINE.

TREASURER/  
TAX COLLECTOR

**3.27** \* Monthly Investment Report – submitted is the monthly investment report dated December 31, 2010 in accordance with the Statement of Investment Policy dated July 1, 2010 – action requested – ACCEPT FOR INFORMATION.

**3.28** \* Gallina LLP - amendment to the agreement with Gallina, LLP (formerly Bartig, Basler & Ray, LLP) for the annual audit of the Butte County Treasury Oversight Committee. The amendment extends the term of the agreement through January 31, 2011 and increases the maximum amount payable by \$6,600 (department budget)\_ - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

**3.29** \* Treasury Oversight Committee – action requested – CONFIRM THE APPOINTMENTS OF SUSAN WATTS AND LISA ANDERSON AS EDUCATION REPRESENTATIVES TO THE TREASURY OVERSIGHT COMMITTEE.

WATER  
AND RESOURCE  
CONSERVATION

**3.30** \* U.S. Bureau of Reclamation Letter – The Butte County Water Commission requests a letter be sent to the U.S. Bureau of Reclamation and the San Luis & Delta-Mendota Water Authority to voice concerns regarding the Long-Term North to South Water Transfer Program - action requested – APPROVE LETTER AND AUTHORIZE THE CHAIR TO SIGN.

**3.31** \* Proposed Screening Process for Potential Candidates for the Water Advisory Committee (WAC) - approval is requested for the proposed screening process which streamlines the process of selecting the most qualified candidate to recommend to the Board of Supervisors for appointment to the WAC - action requested - ADOPT PROCESS AS OUTLINED BY THE WATER COMMISSION.

**4.00**      **REGULAR AGENDA****BOARDS,  
COMMISSIONS AND  
COMMITTEES****4.01**   \*   **Boards, Commissions and Committees**

1. Appointments to Listed Vacancies
  
2. Board Member or Committee Reports

**BUDGET, LEGISLATIVE  
OR COUNTY RELATED  
UPDATES**

4.02      Update of Current Budget and Legislative Issues by the Chief Administrative Officer.

4.03      Update of General Plan 2030 Process by Director of Development Services

**PRESENTATION  
AND DISCUSSION  
ITEMS**

**4.04**   \*   **Fiscal Year 2010/2011 Second Quarter Financial Report** – The Second Quarter Financial Report provides economic, expenditure and revenue data as well as summary information from the first six months of the fiscal year – action requested – ACCEPT FOR INFORMATION. (Administration)

**4.05**   \*   **Potential Impacts of the Governor’s Realignment Proposals** – County staff will provide an overview of the Governor’s realignment proposals and how these proposals may impact Butte County – action requested – ACCEPT FOR INFORMATION AND PROVIDE DIRECTION TO STAFF. (Administration)

**4.06**   \*   **Resolution Continuing the Extension of the Trust Fund Established Pursuant to Resolution 98-161 and Providing Guidance for Disbursement** - consideration of a resolution which will extend the term of the trust fund governing the exchange of property taxes for the dissolution of the Lime Saddle Community Services District through September 7, 2012 - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN; AND DIRECT THE DEPARTMENT OF WATER AND RESOURCE CONSERVATION TO WORK WITH ADMINISTRATION TO DETERMINE DISBURSEMENT OF THE LIME SADDLE TRUST FUND FOR THE BENEFIT OF THE USERS WITHIN THE DISTRICT AND BRING FORWARD A PROPOSAL PRIOR TO SEPTEMBER 7, 2012. (Water and Resource Conservation)

4.07   \*   **Items Removed from the Consent Agenda for Board Consideration and Action.**

**5.00 PUBLIC HEARINGS AND TIMED ITEMS**

- 9:30 A.M.      **5.01** \*      Timed Item – Report on Butte County Tourism Program - Debra Lucero & Associates will provide a report on the countywide tourism and marketing program - action requested - ACCEPT FOR INFORMATION. (Administration)
- 9:45 A.M.      **5.02** \*      Timed Item – Presentation Regarding Future Planning for Broadband Services – Cathy Emerson, Project Manager of Broadband Development at California State University, Chico’s Center for Economic Development will provide report – action requested – ACCEPT FOR INFORMATION.
- 10:15 A.M.      **5.03** \*      Continued Public Hearing – Appeal of Planning Commission Denial of Tentative Subdivision Map (TSM) 09-0003, APN 047-440-037 (Schuster Homes Inc.) – Consideration of an appeal of the Butte County Planning Commission’s denial of TSM09-0003 to divide approximately 26.4 acres into twenty-five 1-acre residential parcels and one 1.4-acre detention pond lot. The project parcel is located on the west side of Garner Lane in Chico, north of the intersection of Garner Lane and Guntren Lane and on the south end of Persimmon Lane. The appellant has submitted findings for an overrule request on the inconsistency determination made by the Butte County Airport Land Use Commission – actions requested – Staff recommends:
- 1) GRANT THE APPEAL;
  - 2) ADOPT THE MITIGATED NEGATIVE DECLARATION WITH FINDINGS; AND
  - 3) APPROVE THE TRANSFER OF ONE DENSITY TRANSFER UNIT FROM THE STEPHENS DEVELOPMENT AGREEMENT TO THE MANDVILLE PARK SUBDIVISION (TSM09-0003); AND
  - 4) APPROVE THE OVERRULE OF THE BUTTE COUNTY AIRPORT LAND USE COMMISSION’S INCONSISTENCY DETERMINATION WITH FINDINGS; AND
  - 5) APPROVE TSM09-0003 SUBJECT TO FINDINGS AND CONDITIONS. (Department of Development Services)
- 1:00 P.M.      **5.04** \*      Public Hearing - Medical Marijuana Cultivation – consideration of an ordinance adding Chapter 34A, Article I, Entitled “Medical Marijuana Cultivation” to the Butte County Code. The proposed ordinance regulates medical marijuana cultivation consistent with State Law to protect public health, safety and welfare. Included in the proposed ordinance are provisions to establish annual user fees related to the cultivation of marijuana in Butte County – actions requested – WAIVE THE FIRST READING OF THE ORDINANCE; AND ADOPT RELATED RESOLUTION AMENDING THE BUTTE COUNTY MASTER FEE SCHEDULE WITH THE RECOMMENDED FEE ADJUSTMENTS TO BE EFFECTIVE ON THE DATE THE PROPOSED ORDINANCE BECOMES EFFECTIVE. (County Counsel)



**Information and Procedures Concerning the Agenda and Conduct of  
the Board of Supervisors Meetings**

**Meeting  
Information:**

Meetings are generally held the second and fourth Tuesday of each month. Meetings start at 9:00 a.m. and are held in the Board of Supervisors Chambers, County Administration Building, 25 County Center Drive, Oroville. At the end of each year the Board adopts a meeting schedule for the upcoming year. Meeting dates can be changed as a result of holidays or other events so please check the meeting calendar to be certain. Copies of the adopted meeting calendar for the year are available in the County Administrative Office or at the Clerk of the Board website at [www.buttecounty.net/cob](http://www.buttecounty.net/cob).

**Agenda Information:**

The agenda for every meeting of the Board is posted in front of the County Administration Building at least 72 hours before each meeting, and is available by mail subscription, e-mail subscription, or at the Clerk of the Board website. A copy of the agenda and supporting materials provided to the Board of Supervisors members to explain each agenda item (excluding documents that are not a public record within the meaning of the Public Records Act) are available for your review at the County Administrative Office, the Chico, Oroville, and Paradise libraries (please do not remove items from these files), and at the Clerk of the Board website. Copies of supporting materials can be made for you at a charge to cover costs. The list of communications included with the agenda packages is not comprehensive. Additional communications to the Board of Supervisors may have been received but not included in the agenda supporting material. Copies of all communications received by the Board of Supervisors (excluding documents that are not a public record within the meaning of the Public Records Act) are available at the Administrative Office upon request. An (\*) appearing before an agenda item signifies that material has been provided to the Board of Supervisors members to explain that item.

**Agenda Format and  
Meeting Order:**

The agenda is usually organized into the following areas and meetings generally proceed in the following order:

1. **Consent Agenda:** these are items that are considered routine and are handled by one motion and vote of the Board. If you wish to discuss any item on the Consent Agenda you can either fill out a speaker card (located in the back of the board room) and give it to the Clerk of the Board (sitting to the right of the Board) or, when the Chair asks if there is anything anyone would like to remove from the Consent Agenda, stand and approach the podium and request the item be removed. The removed items are discussed at the end of the Regular Agenda.
2. **Regular Agenda:** this is where presentations to the Board and items that require full discussion are heard. Items removed from the Consent Agenda are discussed under this section.
3. **Public Hearing and Timed Items:** this is where items that are required by law to be heard as a public hearing are set. This is the section where appeals before the Board are usually discussed. Hearings may start after the time listed, but will never start before the time listed.
4. **Public Comment:** this is the area of the agenda where members of the audience may address the Board on any matter not listed on the agenda. The Board, by law, cannot take action on any matter not listed on the agenda, but may respond to statements or questions and provide staff direction.
5. **Closed Session:** the Board is authorized, by law, to meet in a closed session in certain circumstances. This area of the agenda identifies those items that will be discussed during the closed session.

**Public Participation:**

It is the policy of the Board of Supervisors, and a requirement of the California Open Meetings Law, to allow members of the public the opportunity to comment on all matters before the Board. Public participation is limited to matters within the subject matter jurisdiction of the Board pursuant to Government Code Section 54954.3. The Board has adopted policy and procedures to facilitate the meeting process and conduct. A complete listing of these policies and procedures can be found in the printed booklet agenda, obtained at the County Administrative Office, or viewed at the Clerk of the Board website.

The Board of Supervisors is also committed to making its proceedings accessible to all citizens. Individuals with special needs should call the Clerk of the Board at 530-538-7631, Monday through Friday, 8:00 a.m. to 5:00 p.m. to request disability-related modifications/accommodations or to request materials in alternate formats. All requests for special accommodations and/or alternative format documents must be made 48 hours prior to the meeting.

**For further information contact the:**  
Clerk of the Board of Supervisors  
County Administrative Office  
25 County Center Drive, Oroville, CA 95965  
530-538-7631  
[www.buttecounty.net/cob](http://www.buttecounty.net/cob)