

BUTTE COUNTY BOARD OF SUPERVISORS

AGENDA

SEPTEMBER 27, 2005



County Supervisors

Bill Connelly, District 1
Jane Dolan, District 2
Mary Anne Houx, District 3
Curt Josiassen, District 4
Kim Yamaguchi, District 5

Paul McIntosh, 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.

2.00 CORRECTIONS AND/OR CHANGES TO THE AGENDA.

3.00 CONSENT AGENDA

BEHAVIORAL
HEALTH

3.01 * Medipose - approval is requested for an agreement with Medipose for the treatment and/or disposal of biomedical waste from the Oroville Community Counseling Center. The term of the agreement is August 1, 2005, through July 31, 2010, with a maximum amount payable of \$4,000 (department budget) for the multi-year term - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER. (Contract No. X15721)

3.02 * Medipose - approval is requested for an agreement with Medipose for the treatment and/or disposal of biomedical waste from the Chico Community Counseling Center. The term of the agreement is August 12, 2005, through July 31, 2010, with a maximum amount payable of \$4,000 (department budget) for the multi-year term - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER. (Contract No. X15744)

3.03 * T.W. DuFour and Associates - Amendment - approval is requested for an amendment to the lease agreement with T.W. DuFour and Associates for the property located at 109 Parmac Road, Suite 1, Chico. The location is utilized by the Administrative Support Division. The amendment extends the term of the agreement through April 30, 2012, increases the maximum amount payable by \$1,169,451.21 (department budget) for the multi-year term, and revises the scope of services. All other terms and provisions remain the same - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER. (Contract No. X10856)

- 3.04 * Superior Court of California, County of Butte - Amendment - approval is requested for an amendment to the agreement with the Superior Court of California, County of Butte, for the provision of funds to support Substance Abuse and Crime Prevention Act programs and services. The amendment revises the duties of the Superior Court and County, reduces the maximum amount payable to the Court by \$43,269, and revises the agreement's Exhibits to reflect the changes. All other terms and provisions remain the same - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER. (Contract No. X15596)
- 3.05 * Youth For Change - approval is requested for an agreement with Youth For Change for the provision of day treatment programs, specialty mental health services, and medication support services to children receiving Medi-Cal benefits. The term of the agreement is July 1, 2005, through June 30, 2006, with a maximum amount payable of \$790,230.48 (department budget) - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.06 * Victor Community Support Services, Inc. - approval is requested for an agreement with Victor Community Support Services, Inc., for the provision of school-based mental health services to children receiving Medi-Cal benefits. The term of the agreement is July 1, 2005, through June 30, 2006, with a maximum amount payable of \$1,322,070.26 (department budget) - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.07 * Victor Treatment Centers, Inc. - approval is requested for an agreement with Victor Treatment Centers, Inc., for the provision of day treatment, residential treatment, and medication support services for severely disturbed youth. The term of the agreement is July 1, 2005, through June 30, 2006, with a maximum amount payable of \$175,065 (department budget) - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

3.08 * Yolo Community Care Continuum - approval is requested for an agreement with Yolo Community Care Continuum for the provision of long-term residential treatment services. The term of the agreement is September 1, 2005, through June 30, 2006, with a maximum amount payable of \$42,098.82 (department budget) - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

CHIEF
ADMINISTRATIVE
OFFICE

3.09 * Koff & Associates, Inc. - Amendment - approval is requested for an amendment to the agreement with Koff & Associates, Inc., for the provision of a comprehensive compensation study. The amendment provides for an expanded collection of data and compensation information to include elected and appointed department heads, preparation and storage of backup material for all aspects of the study's analysis, provision of detailed analyses to the Human Resources Department, and increases the maximum amount payable by \$25,200 (department budget). All other terms and provisions remain the same - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER. (Contract No. X15325)

CLERK OF
THE BOARD

3.10 * Approval of Minutes - action requested - APPROVE MINUTES OF JULY 13, 2004, AND AUGUST 3, 2004, WITH THE NOTATION THAT SUPERVISOR CONNELLY WITH ABSTAIN FROM APPROVAL OF 2004 MINUTES.

COUNTY
COUNSEL

3.11 * Remy, Thomas, Moose and Manley, LLP - Amendment - approval is requested for an amendment to the agreement with Remy, Thomas, Moose and Manley, LLP, for the provision of specialized legal services. The amendment revises the per hour compensation rates for firm services. All other terms and provisions remain the same - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY THE AUDITOR-CONTROLLER.

3.12 * Neil H. McCabe - Amendment - approval is requested for an amendment to the agreement with Neil H. McCabe for the provision of specialized legal services. The amendment extends the term of the agreement through June 26, 2006, and increases the per hour compensation rate by \$15 (department budget) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY THE AUDITOR-CONTROLLER. (Contract No. X14307)

DISTRICTATTORNEY

- 3.13 * Richard Roos-Collins - Amendment - approval is requested for an amendment to the agreement with Richard Roos-Collins for the provision of specialized legal services relating to the Poe Dam relicensing process. The amendment extends the term of the agreement through June 30, 2006, and increases the maximum amount payable to \$99,999. Board approval is also requested for a transfer of \$30,000 from the General Fund Appropriation for Contingencies to provide funding for the amendment - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER; AND APPROVE A BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING \$30,000 FROM THE GENERAL FUND APPROPRIATION FOR CONTINGENCIES AS DETAILED IN THE AGENDA REPORT. (Contract No. X13475)
- 3.14 * Budget Adjustments and Increased Revenue - approval is requested to appropriate \$22,841 of fiscal year 2004-2005 Citizens' Option for Safety (COPS) funds into the department's current operating budget. The funds reverted to the available fund balance at the end of last fiscal year and need to be re-appropriated for use. The funds will be used for a computer upgrade project. Board approval is also requested to accept and appropriate an additional COPS allocation for fiscal year 2005-2006 in the amount of \$28,212 - action requested - APPROVE A BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING UNANTICIPATED REVENUE AS DETAILED IN THE AGENDA REPORT.

EMPLOYMENT
AND SOCIAL
SERVICES

- 3.15 * Resolution to Accept the Butte County Department of Employment and Social Services Three-year Plan for the Child Abuse Prevention, Intervention and Treatment (CAPIT), Community Based Child Abuse Prevention (CBCAP), and Promoting Safe and Stable Families (PSSF) Programs - approval is requested for a resolution authorizing the County's three-year plan for the CAPIT, CPCAP and PSSF programs. The County voluntarily applies for available funding and provides services based upon the three-year plan - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

- 3.16 * Budget Adjustments - approval is requested to recognize unanticipated revenue in the In-Home Supportive Services Program and increase interfund transfer appropriations for Public Health Nursing Services in the amount of \$90,000. The adjustments revise the departments' budgets to reflect changes in the Department of Employment and Social Services/Department of Public Health Memorandum of Understanding resulting from the final State allocation for the In-Home Supportive Services program - action requested - APPROVE A BUDGET TRANSFER (4/5 vote required) ACCEPTING, APPROPRIATING AND REVISING BUDGET UNITS AS DETAILED IN THE AGENDA REPORT.

GENERAL
SERVICES

- 3.17 * Juvenile Hall Capital Project Budget Transfer - approval is requested to transfer the remaining available balance of \$32,000 from the Juvenile Hall Capital Project budget to the current fiscal year project budget to provide the appropriation needed to address a drainage problem on the basketball court - action requested - APPROVE A BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING UNANTICIPATED REVENUE AS DETAILED IN THE AGENDA REPORT.

HUMAN
RESOURCES

- 3.18 * Resolution to Amend the Salary Ordinance - the department has prepared a resolution which will amend the salary ordinance as follows: BEHAVIORAL HEALTH-GENERAL SERVICES - deletes 1 position of Manager, Support Services. Adds 1 position of Supervisor, Support Services, and 1 position of Office Specialist, Senior/Office Specialist/Office Assistant. BEHAVIORAL HEALTH-SUBSTANCE ABUSE SERVICES - deletes 1 position of Behavioral Health Education Specialist/Behavioral Health Education Specialist, Associate. Adds 1 position of Behavioral Health Education Specialist, Senior/Behavioral Health Education Specialist/Behavioral Health Education Specialist, Associate. BEHAVIORAL HEALTH-DRUG TREATMENT - deletes 1 three-quarter time position of Supervisor, Mental Health Clinician. LIBRARY - extends the position end dates for 3 sunset positions of Library Assistant to September 30, 2006 - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

- 3.19 * Butte County Management Employees Association - Memorandum of Understanding - approval is requested for a successor Memorandum of Understanding with the Butte County Management Employees Association, which includes the following major changes resulting from the meet and confer process: agreement term to be October 1, 2004, through September 30, 2005; salaries to be increased by 1%, retroactive to December 18, 2004; and an increase in County contribution to employee health premiums, effective January 1, 2005 - action requested - APPROVE MEMORANDUM OF UNDERSTANDING AND AUTHORIZE THE CHAIR TO SIGN.

LIBRARY 3.20 * Donations for Books - pursuant to Government Code Section 25355, donations of \$947.99 from the Paradise Friends of the Library Group, \$806.20 from the Oroville Friends of the Library Group, \$500 from the Paradise Pines Women's Club, \$100 from Izzy's Burger Spa in Paradise, and \$973 from various anonymous donors, have been received for the Butte County Trust Fund for the purchase of books - action requested - ACCEPT DONATIONS AND AUTHORIZE LETTERS OF APPRECIATION.

PUBLIC WORKS 3.21 * Partial Final Closure, Modules 1, 2, and 3 at the Neal Road Sanitary Landfill - County Project No. 757-5803 - Contract Change Order (CCO) No. 5 - CCO No. 5, in the increasing amount of \$6,697.74 (Neal Road Sanitary Landfill Enterprise Fund), provides for the repair of slipouts that occurred on the vegetative layer, and the cleaning of silt and debris from the western storm drain ditches and culverts - action requested - APPROVE CONTRACT CHANGE ORDER NO. 5 AND AUTHORIZE THE CHAIR TO SIGN.

3.22 * Partial Final Closure, Modules 1, 2, and 3 at the Neal Road Sanitary Landfill - County Project No. 757-5803 - Notice of Completion - the project consisted of constructing a landfill closure cap and installing a landfill gas flare station. All contract work has been completed in accordance with plans and specifications - action requested - ACCEPT CONTRACT WORK; APPROVE NOTICE OF COMPLETION AND AUTHORIZE THE CHAIR TO SIGN; DIRECT RECORDING OF THE NOTICE OF COMPLETION.

3.23 * Construction of Leachate Impoundment and Sedimentation Basin at the Neal Road Sanitary Landfill - County Project No. 757-5820 - Notice of Completion - the project consisted of the construction of an access road, excavation work, construction of a compacted earth berm, construction of a compacted clay liner and installation of an HDPE liner. All contract work has been completed in accordance with plans and specifications - action requested - ACCEPT CONTRACT WORK; APPROVE NOTICE OF COMPLETION AND AUTHORIZE THE CHAIR TO SIGN; DIRECT RECORDING OF THE NOTICE OF COMPLETION.

SHERIFF'S OFFICE 3.24 * Indian Gaming Local Community Grant Funds - approval is requested to accept and appropriate \$76,032 of unexpended fiscal year 2005 Indian Gaming Local Community Grant fund into the department's operating budget. The funds were inadvertently transferred to the fund balance at the end of last fiscal year and need to be re-appropriated for grant-related expenses - action requested - APPROVE A BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING GRANT REVENUE AS DETAILED IN THE AGENDA REPORT.

3.25 * Data911 - approval is requested for a sole source agreement with Data 911 for maintenance and support of the computer system for the Dispatch and Records divisions. The term of the agreement is July 1, 2005, through June 30, 2008, with a maximum amount payable of \$181,039.05 (department budget) for the multi-year term - action requested - APPROVE SOLE SOURCE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN. (Contract No. X15588)

3.26 * Canteen Correctional Services - approval is requested for an agreement with Canteen Correctional Services for the provision of commissary services for the Butte County Jail. The term of the agreement is September 1, 2004, through August 31, 2007, and provides that 37% of the net sales will be paid to the Inmate Welfare Fund. The annual revenue is estimated at \$60,000 - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN. (Contract no. X15731)

TREASURER-

TAX COLLECTOR

3.27 * Oroville Redevelopment Agency - Agreement to Sell Tax Defaulted Properties - approval is requested, pursuant to the Revenue and Taxation Code, for an agreement to sell 2 tax defaulted properties to the Oroville Redevelopment Agency as follows: 1330 Downer Street, Oroville, estimated sales price of \$105,228; 2450 Montgomery Street, Oroville, estimated sales price of \$1.00 - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN. (FROM 9-13-05 [3.36])

WATER

AND RESOURCE

CONSERVATION

3.28 * Resolution Authorizing Acceptance of Grant Funding Under the Local Groundwater Management Assistance Act of 2000 (AB303) - approval is requested for a resolution and grant agreement with the State of California, Department of Water Resources, Division of Planning and Local Assistance, providing for the acceptance of grant funds in the amount of \$247,820 to support local groundwater studies and groundwater monitoring and management activities. The funds will be used for the creation of a Basin Management Objectives Information Center - action requested - ADOPT RESOLUTION ACCEPTING GRANT FUNDS AND AUTHORIZE THE CHAIR TO SIGN; AND APPROVE AGREEMENT AND AUTHORIZE THE DIRECTOR-WATER AND RESOURCE CONSERVATION TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

OTHER

DEPARTMENTS

AND AGENCIES

3.29 * Resolution Recognizing October 2 - 8, 2005, as National 4-H Week - the Farm, Home and 4-H Advisor is requesting the Board adopt a resolution recognizing National 4-H Week October 2-8, 2005 - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

3.30 * Berry Creek Community Services District - pursuant to California Elections Code Section 10515 et seq., the Berry Creek Community Services District submits a recommendation for appointment to their Board's vacant Director position - action requested - APPOINT BRADY HOSTETTER, DIRECTOR, TO A TERM TO END DECEMBER 4, 2009.

3.31 * Paradise Memorial Hall Committee - action requested - REAPPOINT JOSEPH FRANK, DELEGATE, AND CARROLL TRADER, ALTERNATE, DISABLED AMERICA VETERANS, CHAPTER 106 REPRESENTATIVES, TO TERMS TO END JUNE 30, 2006.

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 AND
LEGISLATIVE
UPDATE**

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

**PRESENTATION
AND DISCUSSION
ITEMS**

4.03 * HR 2389 Secure Rural Schools and Community Self-Determination Act of 2000 (Federal Fire Safe Funding) Fiscal Year 2005-2006 Project Authorization - submitted are the recommendations for the fiscal year 2005-2006 HR 2389 funding submitted by the Butte County Fire Safe Council. A master agreement to implement the approved projects is submitted for Board consideration. Approval is also requested to accept and appropriate prior year unexpended funds - action requested - APPROVE THE HR 2389 PROJECTS FOR FISCAL YEAR 2005-2006 AS RECOMMENDED BY THE BUTTE COUNTY FIRE SAFE COUNCIL; DIRECT THE AUDITOR TO UNENCUMBER \$8,927.33 FROM CONTRACTS X14289 AND X14735 AND APPROPRIATE THE FUNDS TO CONTRACT X15726 AS DETAILED IN THE AGENDA REPORT; AND APPROVE THE MASTER AGREEMENT WITH THE BUTTE COUNTY FIRE SAFE COUNCIL AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER. (Contract No. X15726) (FIRE DEPARTMENT [FROM 9-13-05 (4.05)])

-
- 4.04 * Introduction of an Ordinance Requiring Solid Waste Removal and Disposal From All Residential Rental Properties - consideration of an ordinance amending Chapter 31 of the Butte County Code relating to mandatory garbage service for rental housing, and amending Chapter 49 of the Butte County Code relating to landlord responsibility for illegal dumping by tenants. The ordinance would establish mandatory garbage service for any residential rental unit and impose equal responsibility for abatement costs on landlord and tenants for garbage illegally dumped by a tenant when the landlord does not supply regular garbage disposal service - action requested - WAIVE READING OF THE ORDINANCE . (PUBLIC WORKS)

 - 4.05 * Illegal Dumping Ordinance and Electronic Waste Recovery and Recycling Program - Report to the Board - update on the status of the County's illegal dumping and electronic waste recovery and recycling programs - action requested - ACCEPT FOR INFORMATION. (PUBLIC WORKS)

 - 4.06 Items Removed from the Consent Agenda for Board Consideration and Action.

5.00 PUBLIC HEARINGS AND TIMED ITEMS

- 10:25 A.M. 5.01 * Public Hearing - Citizens' Option for Public Safety (COPS) - pursuant to California Government Code Sections 30061-30065, consideration of the allocation and spending plan of COPS state funds for the District Attorney and Sheriff's Office for fiscal year 2005-2006, consideration of expenditure of fiscal year 2004-2005 carryover funds, and consideration of the purchase of fixed asset equipment - action requested - ACCEPT AND APPROVE THE COPS FISCAL YEAR 2005-2006 SPENDING PLAN SUBMITTED BY THE DISTRICT ATTORNEY AND SHERIFF-CORONER; AND APPROVE THE FIXED ASSET PURCHASE OF VEHICLES AND COMPUTER EQUIPMENT AS DETAILED IN THE AGENDA REPORT.

- 10:30 A.M. 5.02 * Public Hearing - Annual County Service Area Per Parcel Service Charges - consideration of the adoption of the per parcel service charges for the various County Service Areas for fiscal year 2005-2006 - action requested - OPEN PUBLIC HEARING TO ACCEPT ALL OBJECTIONS AND/OR PROTESTS; CLOSE HEARING; AND ADOPT A RESOLUTION CONFIRMING THE COUNTY SERVICE AREA PER PARCEL SERVICE CHARGES IN THE COUNTY OF BUTTE FOR FISCAL YEAR 2005-2006 AND AUTHORIZE THE CHAIR TO SIGN. (FROM 8-30-05 [3.02])
- 10:40 A.M. 5.03 * Continued Public Hearing - Lot Line Adjustment Appeal - Charles Pfister - consideration of an appeal of conditions of approval for a Lot Line Adjustment project to reconfigure two parcels of property located on the southeast corner of Peterson Avenue and Lewis Oak Road in the Gridley area, and identified as APN 021-190-069 and 070 - action requested - DENY THE APPEAL, MODIFY THE CONDITIONS OF APPROVAL AS NOTED IN THE MEMORANDUM FROM THE DEPARTMENT OF DEVELOPMENT SERVICES DATED AUGUST 29, 2005, AND IDENTIFIED AS EXHIBIT E OF THE AGENDA PACKET, FINDING THAT APPROVAL OF THIS PROPOSAL WITHOUT THESE CONDITIONS WOULD NOT BE IN CONFORMANCE WITH THE ZONING AND GENERAL PLAN CRITERIA AND WOULD BE A CREATION OF ADDITIONAL PARCELS WITHOUT COMPLIANCE WITH THE PROVISIONS OF THE SUBDIVISION MAP ACT AND BUTTE COUNTY CODE. (FROM 3-23-04 [5.04])
- 11:00 A.M. 5.04 * Continued Public Hearing - Tentative Parcel Map Appeal - Ramon LeFevre - consideration of an appeal of a denial of a Tentative Parcel Map to divide two 20-acre parcels into four parcels (two at 5 acres and two at 15 acres in the Critical Winter Deer Herd Area) and a 200 acre parcel that is offered as permanent open space on property zoned A-5 (Agricultural - 5 acre parcels) and located on the south side of LeFevre Lane at Century Court, approximately 4,000 feet west of Upham Road in the Bangor area and identified as APN 028-180-052, 056, 057 (CD [TPM 04N-30]) - action requested - CONTINUE HEARING OPEN TO OCTOBER 25, 2005, AT 10:30 A.M. (FROM 8-16-05 [5.02])

6.00 PUBLIC COMMENT

Comments to the Board on issues and items not listed on the agenda. Presentations will be limited to five minutes. Please note that pursuant to California state law, the Board of Supervisors is prohibited from taking action on any item not listed on the agenda.

7.00 CLOSED SESSION

7.01 CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6:

AGENCY REPRESENTATIVE: JEANNE GRAVETTE;

EMPLOYEE ORGANIZATIONS: BUTTE COUNTY EMPLOYEES ASSOCIATION (GENERAL UNIT); BUTTE COUNTY MANAGEMENT EMPLOYEES ASSOCIATION (MANAGEMENT AND SUPERVISORY UNIT); DEPUTY SHERIFFS' ASSOCIATION (GENERAL UNIT AND MANAGEMENT AND SUPERVISORY UNIT); BUTTE COUNTY CORRECTIONAL OFFICERS' ASSOCIATION (GENERAL UNIT AND MANAGEMENT AND SUPERVISORY UNIT); PROFESSIONAL EMPLOYEES UNIT; SOCIAL SERVICES WORKERS UNIT; AND PROBATION PEACE OFFICERS' ASSOCIATION.

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.

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