

# BUTTE COUNTY BOARD OF SUPERVISORS

## AGENDA

MARCH 28, 2006



### 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

AUDITOR-  
CONTROLLER

3.01 \*            2005 DNA Identification Fund Report - pursuant to Government Code Section 76104.6, submitted is the 2005 DNA Identification Fund Report. The report includes the total fines collected, allocated and expended for each authorized program under the DNA Fingerprint, Unsolved Crime and Innocence Protection Act. The County is required to submit the report to the Legislature and the Department of Justice by April 1 each year - action requested - ACCEPT REPORT FOR INFORMATION.

COUNTY  
COUNSEL

3.02            Adoption of An Ordinance Amending Sections 16-32 and 16-33 of Article IV, Entitled Park Facilities Fees in the Chico Urban Area; Sections 16-45 and 16-46 of Article V, Entitled Park Facility Fees in the Durham Recreation and Park District; Sections 16-62 and 16-63 of Article VI, Entitled Park Facility Fees in the Feather River Recreation and Park District; and Sections 16-77, 16-80, 16-81 and 16-82 of Article VII, Entitled Park Facility Fees in the Paradise Recreation and Park District of Chapter 16 of the Butte County Code, Entitled Parks and Recreation - approval is requested for an ordinance which will amend Chapter 16 of the Butte County Code relating to park and recreation facilities fees to specify the method for determining how park facilities fees are to be adjusted, that fees will not be charged for temporary mobile homes, and whether a fee may be charged for additional construction. The park districts concur with the proposed changes - action requested - ADOPT ORDINANCE AND AUTHORIZE THE CHAIR TO SIGN. (FROM 3-14-06 [3.09])

**3.03** \* Margaret A. Hendrick - Amendment - approval is requested for an amendment to the agreement with Margaret A. Hendrick for the provision of specialized legal services. The amendment extends the term of the agreement though March 1, 2007, sets the compensation rate at \$225 per hour for attorney services (department budget), and updates the correspondence and contact information. 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.

DISTRICT  
ATTORNEY

**3.04** \* Relief of Accountability - approval is requested for relief of accountability for a fixed asset graphics workstation (fixed asset no. 25337). The equipment was inadvertently sent to surplus in 2000 without proper documentation. The Auditor-Controller has reviewed the request - action requested - GRANT RELIEF OF ACCOUNTABILITY.

EMPLOYMENT  
AND SOCIAL  
SERVICES

**3.05** \* Fixed Asset Purchase and Budget Transfer - approval is requested for the fixed asset purchase of computer hardware and software in the amount of \$12,000. The equipment and software will be used to maintain and upgrade the department's computer security system. Approval is also requested for a transfer of funds between department budget line items to provide the needed appropriation for the purchase - action requested - APPROVE FIXED ASSET PURCHASE OF COMPUTER HARDWARE AND SOFTWARE; AND APPROVE A BUDGET TRANSFER APPROPRIATING FUNDS AS DETAILED IN THE AGENDA REPORT.

**3.06** \* Northern Valley Catholic Social Services - Amendment - approval is requested for an amendment to the agreement with Northern Valley Catholic Social Services for the provision of counseling and assessment services for Children's Services clients. The amendment increases the maximum amount payable by \$74,000. Funding for the amendment will be provided by federal Temporary Assistance for Needy Families Welfare Performance Incentive Funds and Board approval is also requested for a budget transfer in the amount of \$74,000 to provide the needed appropriation - 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 ACCEPTING AND APPROPRIATING UNANTICIPATED REVENUE AS DETAILED IN THE AGENDA REPORT. (Contract No. X15618)

**3.07** \* Regents of the University of California - UC Davis - Amendment - approval is requested for an amendment to the agreement with the Regents of the University of California - UC Davis, for the provision of leadership development training. The amendment increases the number of training days by nine, and increases the maximum amount payable by \$26,010 (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. X15798)

GENERAL  
SERVICES

**3.08** \* Ray Morgan Company - approval is requested to award a lease agreement to Ray Morgan Company for the lease of a high-speed digital laser printer with book binding capabilities for the Print Shop. The term of the agreement is April 1, 2006, through March 31, 2011, with an estimated annual cost (based on prior use) of \$27,849 (department budget). The agreement is the result of a Request For Proposal - action requested - AWARD LEASE AGREEMENT TO RAY MORGAN COMPANY AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

**3.09** \* Computers for Classrooms Donation - pursuant to Government Code Section 25372, approval is requested to declare surplus computer equipment no longer in use by County departments and to donate the surplus equipment to Computers for Classrooms. Computers for Classrooms is a nonprofit corporation - action requested - DECLARE EQUIPMENT SURPLUS TO THE NEEDS OF THE COUNTY; AND AUTHORIZE DONATION OF EQUIPMENT TO COMPUTERS FOR CLASSROOMS.

HUMANRESOURCES

3.10 \*

Resolution to Amend the Salary Ordinance - the department has prepared a resolution which will amend the salary ordinance as follows: ADMINISTRATIVE - deletes 1 position of Manager, Program Development. Adds 1 flexibly staffed position of Manager, Program Development/Management Analyst, Principal/Management Analyst, Senior/Management Analyst. BEHAVIORAL HEALTH - GENERAL SERVICES - deletes 2 sunset positions of Mental Health Clinician (position end dates 9-30-08) and 1 position of Behavioral Health Administrative Coordinator. Adds 2 flexibly staffed sunset positions of Mental Health Clinician/Mental Health Clinician Intern (position end dates 9-30-08) and 1 position of Administrative Coordinator. CHILD SUPPORT SERVICES - extends the position end date of 1 term position of Inventory/Warehouse Specialist from 3-31-06 to 6-30-06. EMPLOYMENT AND SOCIAL SERVICES-ADMINISTRATION - deletes 1 position of Manager, Personnel Operations and 1 position of Personnel Administrative Specialist. Adds 1 position of Administrative Coordinator and 1 position of Personnel Operations Specialist (effective October 8, 2005). ADMINISTRATIVE-FACILITIES SERVICES - adds 1 position of Janitor. SALARY PLAN FOR CLASSIFIED POSITIONS, REFERENCE F, MANAGEMENT, CONFIDENTIAL AND SUPERVISORY (BCMEA) UNIT CLASSIFICATIONS - deletes the classifications of Behavioral Health Administrative Coordinator (Range 57), Fiscal Manager (Range 56), Quality Assurance Coordinator (Range 54) and Supervisor, Public Health Nutritionist (Range 47). Adds the classifications of Administrative Coordinator (Range 57), Fiscal Manager (Range 59), Quality Assurance Coordinator (Range 57), and Supervisor, Public Health Nutritionist (Range 49) - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

PUBLICHEALTH

3.11 \*

California Family Health Council, Inc. - approval is requested for a grant agreement with the California Family Health Council, Inc., for funds to support family planning services and the Healthy Options for Teens Initiative Program. The term of the agreement is January 1, 2006, through December 31, 2006, with a maximum amount payable to the County of \$147,070. Board approval is also requested to accept and allocate \$17,000 into the current fiscal year budget - action requested - APPROVE AGREEMENT 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 UNANTICIPATED REVENUE AS DETAILED IN THE AGENDA REPORT.

3.12 \*

Resolution Recognizing National Public Health Week April 3-7, 2006 - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

**3.13** \* Solid Waste Assistance Grant - approval is requested to apply to the State of California, Integrated Waste Management Board, for funds to support local solid waste landfill permit and inspection programs. The department may apply for approximately \$18,600 in State funds, with no County match required. The funds will be used to support staff and operating expenses of the solid waste permit and inspection program - action requested - ADOPT RESOLUTION APPROVING GRANT APPLICATION AND AUTHORIZE THE CHAIR TO SIGN.

PUBLIC  
WORKS

3.14 Adoption of an Ordinance Establishing Speed Limits on Certain Roads Within the County of Butte - approval is requested for an ordinance which will establish a speed limit of 35 miles per hour on Sixth Avenue (County Road No. 14355-A) from Pryde Avenue to Dakota Avenue, in Biggs - action requested - ADOPT ORDINANCE AND AUTHORIZE THE CHAIR TO SIGN. (FROM 3-14-06 [3.21])

**3.15** \* Resolution Making Application to the Local Agency Formation Commission Regarding a Proposal for an Expansion of Powers Within a County Service Area for Alley Maintenance - approval is requested for a resolution making application to the Local Agency Formation Commission (LAFCo) for an expansion of powers for County Service Area #17 (South Oroville-Las Plumas Park Lighting) Zone 2, to include alley maintenance - action requested - FIND THAT THE APPLICATION TO EXPAND THE POWERS IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA EXEMPTION 15301); APPROVE THE APPLICATION TO LAFCo FOR AN EXPANSION OF POWERS AND AUTHORIZE THE CHAIR TO SIGN; AND ADOPT THE RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

**3.16** \* Palm Crest Village Subdivision - Resolution Making Application to the Local Agency Formation Commission Regarding a Proposal to Establish a County Service Area for Storm Drain Maintenance and Street Lighting Services and Directing Commencement of Procedures to Impose New Service Charges in the Proposed County Service Area and Setting a Public Hearing to Consider Levying Such Charges for Fiscal Year 2005-2006 and Future Years - the Community Housing Improvement Program has requested formation of a County Service Area for street lighting and storm drainage maintenance services for the Palm Crest Village Subdivision. Approval is requested for a resolution making application to the Local Agency Formation Commission for formation of the County Service Area and directing a protest hearing and ballot proceeding for consideration of the proposed service charge be set for May 23, 2006 - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN; AND DIRECT A PROTEST HEARING AND BALLOT PROCEEDING BE SET FOR MAY 23, 2006, AT 10:30 A.M.

3.17 \* County Service Area #135, Zone 2 (Keefer Creek Estates, Zone 2) - Budget Transfer - approval is requested for a budget transfer of \$1,450 from the Provisions for Reserves/Designations Schedule 16, to the budget for County Service Area #135, Zone 2, to provide the appropriation needed to cover costs incurred for necessary monitoring services for the County Service Area's wastewater system - action requested - APPROVE A BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING UNANTICIPATED REVENUE AS DETAILED IN THE AGENDA REPORT.

3.18 \* Storm Damaged Road Repairs - approval is requested to revise the contract awarding procedures to be used by the Department in negotiating and awarding contracts for repair work for County roads damaged by the heavy rains in December and January. The Department is proposing to streamline the County's contract award process by implementing the following processes for the proposed repair work: 1) Contracts less than \$10,000 - negotiate or request quotes. 2) Contracts more than \$10,000 but less than \$30,000 - request quotes. 3) Contracts more than \$30,000 but less than \$125,000 - prepare specifications and solicit bids. 4) Contracts more than \$125,000 - seek Board approval of plans and specifications for formal bidding - action requested - APPROVE THE PUBLIC WORKS DEPARTMENT'S CONTRACT AWARD PROCESS FOR REPAIR WORK FOR STORM DAMAGED ROADS AS DETAILED IN THE AGENDA REPORT.

SHERIFF'S  
OFFICE

3.19 \* Transfer for Equipment Purchase - approval is requested for a transfer of \$3,200 from the Civil Equipment Replacement Trust Fund to provide the appropriation needed to purchase a printer (\$1,800), reimburse the Administrative budget for the purchase of a computer monitor (\$200), and purchase a computer license upgrade for the Sirron software (\$1,200) - action requested - APPROVE A BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING UNANTICIPATED REVENUE AS DETAILED IN THE AGENDA REPORT.

3.20 \* Resolution in Appreciation of Ronald E. Barris Upon His Retirement from the County of Butte - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

TREASURER-  
TAX COLLECTOR

3.21 \* Monthly Investment Report - submitted is the Monthly Investment Report dated February 28, 2006, in accordance with the Statement of Investment Policy dated July 1, 2005 - action requested - ACCEPT FOR INFORMATION.

WATER AND  
RESOURCE  
CONSERVATION

3.22 \* Butte County Water Advisory Committee - action requested - ACCEPT THE RECOMMENDATION OF THE BUTTE COUNTY WATER COMMISSION AND APPOINT STEPHEN DILG TO THE WATER ADVISORY COMMITTEE FOR THE VINA SUB-INVENTORY UNIT.

OTHER  
DEPARTMENTS  
AND AGENCIES

3.23 \* Emergency Medical Care Committee - action requested - APPOINT RICHARD PRICE, AGRICULTURAL COMMISSIONER REPRESENTATIVE; CAROL BUTLER, HOSPITAL ADMINISTRATOR REPRESENTATIVE; AND NEAL CLINE, MOBILE INTENSIVE CARE NURSE REPRESENTATIVE, TO TERMS TO END JUNE 30, 2008; AND DAN HATCHER, PHARMACIST REPRESENTATIVE, TO A TERM TO END JUNE 30 2007.

3.24 \* Oroville Mosquito Abatement District - action requested - REAPPOINT NORM "BUSS" ROBERTS AND STEVE LAWRENCE, BOARD MEMBERS, TO TERMS TO END DECEMBER 31, 2007.

3.25 \* Housing Authority of the County of Butte - action requested - REAPPOINT LENA WHITE AND SHIRLEY ANDREWS, TENANT REPRESENTATIVES, TO TERMS TO END APRIL 16, 2010.

3.26 \* Butte County Behavioral Health Board - action requested - APPOINT CAROL CHILDERS AND GREGORY GHICA, COMMUNITY MEMBER REPRESENTATIVES, TO TERMS TO END DECEMBER 31, 2008.

3.27 \* Resolution Recognizing April as Child Abuse Prevention Month - the Child Abuse Prevention Council is requesting the Board adopt a resolution recognizing April as Child Abuse Prevention Month - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

---

4.00 REGULAR AGENDA

BOARDS,  
COMMISSIONS AND  
COMMITTEES

4.01 Boards, Commissions and Committees.

- \* 1. Appointments to Listed Vacancies.
- 2. Central Sacramento Valley Resource Conservation and Development Area Council - action requested - APPOINT BOARD MEMBER REPRESENTATIVE.
- 3. 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 \* Animal Control Pet Education Program - Report to the Board - presentation of the Butte County Pet Education Program, a prevention and education program designed for school-aged children to teach proper care of pets, and behavior around domestic and wild animals - action requested - ACCEPT FOR INFORMATION. (PUBLIC HEALTH-ANIMAL CONTROL)

4.04 \* Precinct Officer Recognition Program for County Management and Citizen Volunteers - consideration of a program that recognizes County Management elections volunteers with eight hours of Administrative Leave in lieu of additional compensation, and increases the various stipends paid to citizen elections workers by \$10 - action requested - APPROVE AWARDING EIGHT HOURS OF ADMINISTRATIVE LEAVE TO COUNTY EMPLOYEE ELECTIONS VOLUNTEERS IN LIEU OF ADDITIONAL COMPENSATION, SUBJECT TO EMPLOYEE UNION APPROVAL; APPROVE INCREASE OF PRECINCT OFFICER STIPENDS AS DETAILED IN THE AGENDA REPORT; AND APPROVE A BUDGET TRANSFER ACCEPTING AND APPROPRIATING \$12,550 FROM THE GENERAL FUND APPROPRIATION FOR CONTINGENCIES (4/5 vote required) TO FUND THE STIPEND INCREASES FOR CITIZEN ELECTION WORKERS. (COUNTY CLERK-RECORDER/REGISTRAR OF VOTERS)

4.05 \* Nuisance Abatement Status Report - report to the Board on the Nuisance Abatement Program and consideration of a budget request - action requested - STAFF RECOMMENDS THE BOARD TAKE ONE OF THE FOLLOWING ACTIONS:

1. DIRECT STAFF TO NOT PURSUE NUISANCE ABATEMENT ACTIONS BEYOND THE BUDGETED \$50,000 UNTIL AFTER JUNE 30, 2006, WHEN NEW FISCAL YEAR FUNDS WILL BE AVAILABLE; **OR**
2. APPROVE A BUDGET TRANSFER ACCEPTING AND APPROPRIATING \$40,000 FROM THE GENERAL FUND APPROPRIATION FOR CONTINGENCIES (4/5 vote required) AS DETAILED IN THE AGENDA REPORT TO FUND ESTIMATED NUISANCE ABATEMENT PROGRAM ACTIVITIES AND COSTS. (COUNTY COUNSEL AND DIRECTOR-DEVELOPMENT SERVICES)

4.06 \* Abandoned Vehicle Abatement Program - report to the Board on the Abandoned Vehicle Abatement Program and consideration of a budget request - action requested - STAFF RECOMMENDS THE BOARD TAKE ONE OF THE FOLLOWING ACTIONS:

OPTION A:

1. DIRECT STAFF TO NOT ABATE ABANDONED VEHICLES BEYOND BUDGETED COSTS UNTIL AFTER JUNE 30, 2006, WHEN NEW FISCAL YEAR FUNDS WILL BE AVAILABLE; AND
  
2. APPROVE A BUDGET TRANSFER INCREASING THE ESTIMATED REVENUE IN THE DEVELOPMENT SERVICES BUDGET FROM THE STATE ABANDONED VEHICLE ABATEMENT PROGRAM BY \$30,500 (4/5 vote required) AND APPROPRIATING THE FUNDS AS DETAILED IN THE AGENDA REPORT; OR

OPTION B:

1. DIRECT STAFF TO CONTINUE ABATEMENT OF ABANDONED VEHICLES IN THE CURRENT FISCAL YEAR BEYOND BUDGETED COSTS; AND
  
2. APPROVE A BUDGET TRANSFER ACCEPTING \$30,000 FROM THE GENERAL FUND APPROPRIATION FOR CONTINGENCIES (4/5 vote required), INCREASING THE ESTIMATED REVENUE IN THE DEVELOPMENT SERVICES BUDGET FROM THE STATE ABANDONED VEHICLE ABATEMENT PROGRAM BY \$30,500, AND APPROPRIATING \$60,500 TO THE DEPARTMENT'S BUDGET AS DETAILED IN THE AGENDA REPORT. (DEVELOPMENT SERVICES DEPARTMENT)

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

4.08 Recess as the Butte County Board of Supervisors and Convene as the Butte County In-Home Supportive Services Public Authority Board

BUTTE COUNTY  
IN-HOME SUPPORTIVE SERVICES  
PUBLIC AUTHORITY BOARD  
AGENDA  
MARCH 28, 2006

1.00            Call to Order - Butte County Board of Supervisors Room,  
25 County Center Drive, Oroville.

2.00            Agenda Items (NO ITEMS)

3.00            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 is prohibited from taking action on any item not listed on the agenda.

4.00            Closed Session

4.01            RECESS TO A CLOSED SESSION CONFERENCE WITH LABOR  
NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE  
SECTION 54957.6:

AGENCY REPRESENTATIVES: JEANNE GRAVETTE AND CRAIG JORY.

EMPLOYEE ORGANIZATION: CALIFORNIA UNITED HOMECARE  
WORKERS.

Adjournment

Adjourn as the Butte County In-Home Supportive Services  
Public Authority Board and Reconvene as the Butte  
County Board of Supervisors.

5.00PUBLIC HEARINGS AND TIMED ITEMS10:30 A.M. **5.01** \*

Continued Public Hearing - James Berglund Tentative Parcel Map Appeal - consideration of an appeal of conditions of approval of a Tentative Parcel Map to divide a 2.33 acre parcel into one parcel of 1.12 acres and one parcel of 1.21 acres on property located on the northeast side of Bay Avenue, approximately 300 feet north of Carmack Drive, at 3682 Bay Avenue, in the northwest Chico area, and identified as APN 042-340-104. This is a project on which a notice of intent to adopt a negative declaration with mitigation measures regarding environmental impacts has been given - action requested - STAFF RECOMMENDS THE BOARD TAKE ONE OF THE FOLLOWING ACTIONS:

1. SUBJECT TO THE FINDINGS DETAILED UNDER OPTION 1 (I) IN THE STAFF REPORT DATED MARCH 28, 2006, APPROVE THE APPEAL OF CONDITIONS #7, #9, #10, AND #16; OR
2. DENY THE APPEAL TO MODIFY OR DELETE CONDITIONS #7, #9, #10, AND #16, AND UPHOLD THE PLANNING COMMISSION'S APPROVAL OF THE JAMES BERGLUND TENTATIVE PARCEL MAP (04N-27). (FROM 2-14-06 [5.01])

11:00 A.M. **5.02** \*

Public Hearing - Feather River Recreation and Park District - pursuant to Butte County Code Section 16-63, consideration of a resolution increasing the park facility fees for the area within the Feather River Recreation and Park District - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

---

6.00PUBLIC 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.



## **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)