

BUTTE COUNTY BOARD OF SUPERVISORS

AGENDA

JANUARY 6, 2009



County Supervisors

Bill Connelly, District 1
Jane Dolan, District 2
Maureen Kirk, District 3
Steve Lambert, District 4
Kim Yamaguchi, District 5

C. Brian Haddix, 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.

2.00 BOARD OF SUPERVISORS ORGANIZATION - 2009

- 2.01 Election of Board Chair
- 2.02 Election of Board Vice Chair
- 2.03 Comments by Supervisors:
- 1. New Chair
 - 2. Board Members

3.00 CONSENT AGENDA

BEHAVIORAL
HEALTH

- 3.01 *** Northern Valley Catholic Social Services (NVCSS) - amendment - approval is requested for an amendment to the agreement with NVCSS for the provision of school-based mental health services to school children in rural areas. The amendment increases the maximum amount payable by \$190,000.92 (department budget utilizing Medi-cal and EPSDT funds) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.02 *** Caminar, Inc. - approval is requested for an agreement with Caminar, Inc. for the provision of housing support and additional services for homeless individuals. The term of the agreement is July 1, 2008 through June 30, 2009 with a maximum amount payable of \$319,081.95 (department budget)_ - action requested - APPROVE AGREEMENT AND AUTHORIZE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

3.03 * Youth for Change - amendment - approval is requested for an amendment to the agreement with Youth for Change for the provision of services associated with the Mental Health Services Act (MHSA) Link Program. The amendment will cover the final payment for labor related costs associated with the Drop-In Center and Shelter. The amendment increases the maximum amount payable by \$48,750 (department budget utilizing MHSA funds) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

3.04 * Butte County Office of Education Partners in Health and Safety (BCOE) - approval is requested for a revenue agreement with BCOE to support community and school based drug prevention strategies. The term of the agreement is October 1, 2008 through September 30, 2009 with a maximum amount receivable of \$9,000 - action requested - APPROVE AGREEMENT AND AUTHORIZE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER; AND APPROVE BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING FUNDS AS DETAILED IN THE AGENDA REPORT.

3.05 * Signature Services, A Property Management Company (MC Horning) - approval is requested for a recast lease agreement with Signature Services for the property located at 805 Cedar, Suites A & B, Paradise. The term of the recast lease is January 1, 2009 through December 31, 2011 with an initial monthly payment of \$5,485.98 (\$0.757 per square foot) with a 3% yearly escalation clause on base rent only - action requested - APPROVE RECAST LEASE AGREEMENT AND AUTHORIZE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

BOARD OF
SUPERVISORS

3.06 * Resource Conservation District - Supervisor Yamaguchi submits his nomination for District 5 representative to the Resource Conservation District - action requested - REAPPOINT ED CHOMBEAU TO A TERM TO END JANUARY 7, 2013.

3.07 Butte County Mosquito Abatement and Vector Control District - Supervisor Dolan submits her nomination for District 2 representative to Butte County Mosquito Abatement and Vector Control District - action requested - REAPPOINT DAN HUTFLESS TO A TERM TO END DECEMBER 31, 2012.

3.08 *

Change in District 2 Commissioner on the Butte County Planning Commission - action requested - REMOVE CURRENT DISTRICT 2 APPOINTEE FROM THE PLANNING COMMISSION.

CHIEF
ADMINISTRATIVE
OFFICE

3.09 *

Expanded Holiday Hours for Butte County Employees - approval is requested for the addition of four hours of holiday time for Butte County employees and for ratification of the closure of Butte County offices effective 1:00 p.m. on Friday December 24, 2008 for four hours - action requested - APPROVE THE ADDITION OF FOUR HOURS OF HOLIDAY TIME AND RATIFY CLOSURE OF BUTTE COUNTY OFFICE FOR FOUR HOURS.

EMPLOYMENT
AND SOCIAL
SERVICES

3.10 *

Eileen Stern - approval is requested for an agreement with Eileen Stern for the provision of fiscal consulting services which will include a review of in-house processes to ensure the department maximizes funding and efficiency. The term of the agreement is December 15, 2008 through February 28, 2009 with a maximum amount payable of \$43,500 (department budget)- action requested - APPROVE AGREEMENT AND AUTHORIZE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

3.11 *

Resolution Recognizing January 25 through January 31, 2009 as Employment and Eligibility Staff Week in Butte County - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

HUMAN
RESOURCES

3.12 *

Resolution to Amend the Salary Ordinance - the department has prepared a resolution which will amend the salary ordinance as follows:

AUDITOR-CONTROLLER - requests to delete one (1) position of Auditor-Accountant, Principal/Auditor-Accountant, Senior/Auditor-Accountant (Class Codes 1271/1272/1274) effective January 1, 2009. This position is being deleted as part of the recommendations of the Finance Management Options Committee in May 2008. The current incumbent in the position will be transferred to a vacant Internal Auditor position (Class code 1254) within the department. This change will decrease the allocated positions in budget unit 050 from 20 to 19.

PUBLIC HEALTH - requests to delete one (1) vacant position of Accounting Specialist/Account Clerk, Senior/Account Clerk (Class Codes 1283/1285/1286) and one (1) vacant position of Office Specialist, Senior/Office Specialist/Office Assistant (Class Codes 1057/1056/1055). In addition, the department requests to add one (1) position of Financial Technician/Financial Technician, Senior (Class Codes 12/88/1287). The reductions of the two (2) positions versus the funding of the one (1) new position will create salary and benefit savings while allowing the department to achieve cost efficiencies through centralizing the financial tasks within the department. This change will decrease the allocated positions in budget unit 540-011 from 176.35 to 175.35 budget - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

LIBRARY

3.13 *

Public Library Innovation Grant Application - approval is requested for the submission of a grant application to the International City/County Management Association. The Butte County Library is submitting an application to create a small business resource program to foster economic development activities in Butte County - action requested - APPROVE SUBMISSION OF GRANT APPLICATION.

3.14 *

Library Donations - pursuant to Government Code Section 25355, donations of \$1,749.40 from the Oroville Friends of the Library; \$500 from Jim and Mary Johnson; \$117 from an anonymous source; \$3,875.62 from Chico Friends of the Library; and \$200 from Maudie Penney have been received for the purchase of books. \$473.81 has been received from the Paradise Friends of Library for operations - action requested - ACCEPT DONATIONS AND AUTHORIZE LETTERS OF APPRECIATION.

PROBATION

3.15 *

Youthful Offender Block Grant - approval is requested to accept and appropriate \$366,222 in grant funds for the provision of alternate services to juveniles who are no longer eligible for placement within the Division of Juvenile Justice, formerly California Youth Authority - action requested - APPROVE BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING FUNDS AS DETAILED IN THE AGENDA REPORT.

3.16 * Accept Donation - a donation in the amount of \$200 has been received from the Omega Nu Foundation for purchase of supplies for females in Juvenile Hall -action requested - ACCEPT DONATION AND AUTHORIZE RESOLUTION OF APPRECIATION.

PUBLIC
HEALTH

3.17 * Garian Partnership/Ridgewood Plaza - approval is requested for a lease agreement with Garian Partnership/Ridgewood Plaza for the property located at 1370 Ridgewood Drive, Suites 20A, 21, and 22, Chico, CA. The location is utilized by the California Children's Services (CCS) Program. The term of the lease agreement is January 1, 2009 through December 31, 2011. The rate for the first year is \$3,480 per month (\$.87 per square foot). The rate for the second year will increase to \$.89 per square foot - action requested - APPROVE LEASE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

PUBLIC
WORKS

3.18 * Resolution Recognizing John "Jack" H. Warson Upon His Retirement from Butte County after Thirty-Four Years of Service - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

3.19 * Resolution of Intent to Vacate a Portion of Esquon Road and Hamlin Road in Durham - consideration of a resolution that gives notice of a Public Hearing to vacate a portion of the public right of way on Esquon Road and Hamlin Road in Durham - action requested - ADOPT RESOLUTION WHICH SETS PUBLIC HEARING FOR JANUARY 27, 2009 AT 10:30 A.M. AND AUTHORIZE THE CHAIR TO SIGN.

3.20 * Contract Change Order for the Construction of the Aguas Frias Road Bridge across Butte Creek, County Project No. 23201-95-1 - approval is requested for this change order which provides for increased funding for roadway excavation. This contract change order results in an overall increase to the contract of \$41,707. There is sufficient funding in the department's budget to cover the increase - action requested - APPROVE CONTRACT CHANGE ORDER AND AUTHORIZE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

3.21 * Resolution Authorizing Submittal of Grant Application to California Integrated Waste Management Board (CIWMB) - consideration of a resolution which authorizes the Regional Council of Rural Counties Environmental Services Joint Powers Authority (ESJPA) to submit a regional tire amnesty grant application on behalf of Butte County to CIWMB. ESJPA will act as lead agency for this grant - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

3.22 * Budget Transfers for County Service Areas (CSA) 21 (Skansen Sewer) and 82 (Stirling City Sewer) - approval is requested for following budget transfers as detailed in the agenda report: \$486 from CSA 21 and \$1,610 from CSA 82. These transfers are needed as the State Water Resources Control Board adopted an increased fee schedule on October 7, 2008 which included an increased annual fee for waste discharge - action requested - APPROVE BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING FUNDS AS DETAILED IN THE AGENDA REPORT.

3.23 * Cooperative Agreement with the Town of Paradise to Pursue Grant Funding - authorization is requested for the Director of Public Works to negotiate a cooperative agreement with the Town of Paradise to pursue a Congestion Mitigation and Air Quality (CMAQ) grant for a proposed joint project to construct a traffic signal and intersection improvements at Skyway and Pentz Road in Paradise. Any additional actions will be brought back before the Board - action requested - AUTHORIZE DIRECTOR OF PUBLIC WORKS TO NEGOTIATE A COOPERATIVE AGREEMENT TO PURSUE CMAQ GRANT.

SHERIFF-
CORONER

3.24 * Budget Transfer - approval is requested for additional appropriations of \$77,000 funded by restricted revenue in order to purchase two vehicles for the civil division. This restricted revenue can only be used for the replacement of vehicles and equipment and prohibits use for fund for staff expenses - action requested - APPROVE BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING FUNDS AS DETAILED IN THE AGENDA REPORT; AND APPROVE FIXED ASSET PURCHASE OF TWO VEHICLES.

3.25 * Surplus Helicopter Engine - approval is requested to declare surplus an old OH6 helicopter engine that has no flight hours left. The current engine in the Sheriff's OH6 helicopter is maintained by Vertical Solutions Unlimited, and this company has agreed to exchange the old engine for a \$6,000 credit to cover future maintenance costs - action requested - DECLARE HELICOPTER ENGINE SURPLUS AND AUTHORIZE DISPOSITION TO VERTICAL SOLUTIONS UNLIMITED FOR A \$6,000 CREDIT.

3.26 * Accept Unanticipated Revenue - approval is requested to accept \$56,734 in grant funds for the Sexual Assault Felony Enforcement Team - action requested - APPROVE BUDGET TRANSFER (4/5 vote required) ACCEPTING AND APPROPRIATING UNANTICIPATED FUNDS AS DETAILED IN THE AGENDA REPORT.

TREASURER/

TAX COLLECTOR **3.27 ***

Monthly Investment Report - submitted is the Monthly Investment Report dated November 28, 2008, in accordance with the Statement of Investment Policy dated July 1, 2008 - action requested - ACCEPT FOR INFORMATION.

WATER AND

RESOURCE

CONSERVATION **3.28 ***

Water Advisory Committee - the Butte County Water Commission submits recommendations for appointments to the Butte County Water Advisory Committee - action requested - APPOINT KAREN PETERS, BIGGS-WEST GRIDLEY SUB-UNIT AND GARY KERHOULAS, BUTTE SINK SUB-UNIT TO TERMS TO END JANUARY 6, 2011; AND REAPPOINT THE FOLLOWING MEMBERS TO TERMS TO END JANUARY 6, 2013: MARK ORME, BUTTE SUB-UNIT; MYRON OPENSHAW, CHEROKEE SUB-UNIT; DAVID SIEPERDA, LLANO SECO SUB-UNIT; LES HERINGER, M&T SUB-UNIT; TONI RUGGLE, NORTH YUBA SUB-UNIT; GENE HARRIS, RICHVALE SUB-UNIT; MIKE EDWARDS, THERMALITO SUB-UNIT; AND NANI TEVES, LITTLE CHICO CREEK WATERSHED AT-LARGE.

OTHER

DEPARTMENTS

AND AGENCIES **3.29 ***

Local Child Care Planning Council Membership Certification - the Butte County Office of Education submits for approval the Local Child Care Planning Council Certification Statement - action requested - ACCEPT AND APPROVE THE CERTIFICATION STATEMENT REGARDING COMPOSITION OF THE LOCAL CHILD CARE PLANNING COUNCIL AND AUTHORIZE THE CHAIR TO SIGN.

3.30 * Reclamation District No. 833 - action requested - APPOINT JERRY DAVIS AS TRUSTEE TO A TERM TO END DECEMBER 4, 2009.

4.00

REGULAR AGENDA

BOARDS,
COMMISSIONS AND
COMMITTEES

4.01 *

Boards, Commissions and Committees.

1. Appointments to Listed Vacancies.

* Butte County Indian Gaming Local Community Benefit Committee - In order to facilitate the scheduling of meetings necessary for the grant program to begin, it is requested that the Board appoint a representative to replace Supervisor Josiassen on this committee - action requested - APPOINT BOARD REPRESENTATIVE TO A TERM TO END JUNE 30, 2012.

2. Board Member or Committee Reports.

BUDGET, LEGISLATIVE
OR COUNTY RELATED
UPDATES

4.02

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

4.03

Update of General Plan 2030 Process by Director-Development Services.

4.04 *

Update Regarding Upcoming Butte County Code Amendments.

PRESENTATION
AND DISCUSSION
ITEMS

4.05 *

Economic Development Update - In connection with establishing an economic development strategy for Butte County, it is requested that the Board determine an appropriate date for a special meeting for a workshop in February 2009 - action requested - SET A DATE IN FEBRUARY 2009 FOR A SPECIAL MEETING TO ADDRESS ECONOMIC DEVELOPMENT.

4.06

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

BUTTE COUNTY
IN-HOME SUPPORTIVE SERVICES
PUBLIC AUTHORITY BOARD
AGENDA
JANUARY 6, 2009

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

2.00 Consent Agenda

2.01 * Approval of Request for Proposals for Contract In-Home Supportive Services (IHSS) - approval is requested to authorize the Department of Employment and Social Services (DESS) to release a Request for Proposals for Contract Mode services for IHSS for a two-year period from July 1, 2009 through June 30, 2011. If approved by the Board, the department plans to release the RFP on January 30, 2009 - action requested - APPROVE RELEASE OF REQUEST FOR PROPOSALS.

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.

Adjournment

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

5.00

PUBLIC HEARINGS AND TIMED ITEMS

- 10:00 A.M. **5.01 *** Timed Item - Presentation by the Sierra Nevada Conservancy Regarding Available Partnerships and Grant Opportunities - action requested - ACCEPT FOR INFORMATION.
- 10:30 A.M. **5.02 *** Timed Item - Butte County Library Community Survey Results - Presentation regarding the results of the countywide telephone survey conducted by Godbe Research and funded by all five Butte County Friends of the Library groups and the library's endowment funds with the North Valley Community Foundation -action requested - ACCEPT REPORT AND ITS USE AS A FOUNDATION FOR THE DEVELOPMENT OF A BUTTE COUNTY LIBRARY STRATEGIC PLAN. (Library)
- 11:00 A.M. **5.03 *** Public Hearing - Itemized Cost of Nuisance Abatement for property located at 335 Reyman Street, Oroville, APN 033-051-010. This property was abated on September 8-9, 2008 - action requested - APPROVE THE PLACEMENT OF A LIEN ON THE PROPERTY IN THE AMOUNT OF \$7,239.64; AND ORDER THE AMOUNT DUE BE PLACED UPON THE COUNTY TAX ROLL AS A SPECIAL ASSESSMENT TO BE COLLECTED AT THE SAME TIME AND IN THE SAME MANNER AS PROPERTY TAXES ARE COLLECTED. (Department of Development Services)
- 11:10 A.M. **5.04 *** Public Hearing - Itemized Cost of Nuisance Abatement for property located at 230 Fernwood Avenue, Oroville, APN 033-066-002. This property was abated on August 26-27, 2008 - action requested - APPROVE THE PLACEMENT OF A LIEN ON THE PROPERTY IN THE AMOUNT OF \$20,393.73; AND ORDER THE AMOUNT DUE BE PLACED UPON THE COUNTY TAX ROLL AS A SPECIAL ASSESSMENT TO BE COLLECTED AT THE SAME TIME AND IN THE SAME MANNER AS PROPERTY TAXES ARE COLLECTED. (Department of Development Services)

- 11:20 A.M. 5.05 * Public Hearing - Itemized Cost of Nuisance Abatement for property located at 2742 Vista Del Cerro, Oroville, APN 078-130-004. This property was abated on October 21, 2008 - action requested - APPROVE THE PLACEMENT OF A LIEN ON THE PROPERTY IN THE AMOUNT OF \$11,793.48; AND ORDER THE AMOUNT DUE BE PLACED UPON THE COUNTY TAX ROLL AS A SPECIAL ASSESSMENT TO BE COLLECTED AT THE SAME TIME AND IN THE SAME MANNER AS PROPERTY TAXES ARE COLLECTED. (Department of Development Services)
- 11:30 A.M. 5.06 * Public Hearing - Itemized Cost of Nuisance Abatement for property located at 38 Sand Creek Drive, Berry Creek, APN 062-350-006. On June 12, 2008, a hearing was held with a hearing officer. After the hearing officer's decision, the property was self-abated by the beneficiary of the property between October 18-19, 2008. Although the property was abated by the beneficiary, the department incurred a total of \$3,300.32 in costs related to the June 12 abatement hearing - action requested - APPROVE THE PLACEMENT OF A LIEN ON THE PROPERTY IN THE AMOUNT OF \$3,300.32; AND ORDER THE AMOUNT DUE BE PLACED UPON THE COUNTY TAX ROLL AS A SPECIAL ASSESSMENT TO BE COLLECTED AT THE SAME TIME AND IN THE SAME MANNER AS PROPERTY TAXES ARE COLLECTED. (Department of Development Services)
- 1:30 P.M. 5.07 * Timed Item - Presentation Regarding Sutter-Butte Flood Control Agency (the Agency), Feather River Levees Early Implementation Project - the Agency has been working with the Corps of Engineers on a feasibility study to investigate flood damage protection in the Yuba City Basin of Sutter and Butte Counties. The Agency is also exploring the feasibility of proceeding with an Early Implementation Project which would repair and improve the west bank of the Feather River to its original design from the Thermalito Afterbay to Yuba City. The Agency will provide a presentation. It is also requested that the Board appoint a replacement for Supervisor Josiassen as a representative on the Agency - action requested - ACCEPT FOR INFORMATION; PROVIDE DIRECTION TO AGENCY REPRESENTATIVES AND STAFF; AND APPOINT A BOARD MEMBER AS AGENCY REPRESENTATIVE. (Department of Public Works)

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 ACTUAL LITIGATION PURSUANT TO GOV. CODE SEC. 54956.9(a): FIVE CASES

1. LAKE OROVILLE INTERVENTION (FERC PROJECT 2100).
2. BUTTE COUNTY V. NATIONAL INDIAN GAMING COMMISSION (NIGC); CASE NO. 08-519 USDC - DISTRICT OF COLUMBIA;
3. ALAMEDA COUNTY, ET AL V. DWR, SACRAMENTO SUPERIOR COURT CASE NO. 05AS01775;
4. BUTTE ENVIRONMENTAL COUNCIL V. COUNTY OF BUTTE, BUTTE SUPERIOR COURT CASE NO. 144968;
5. MILLER V. COUNTY OF BUTTE, ET AL., U.S. DISTRICT COURT CIV NO. S-00-1733.

7.02 SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOV. CODE SEC. 54956.9(b)(1) - ONE POTENTIAL CASE.

7.03 PUBLIC EMPLOYEE EMPLOYMENT, PERFORMANCE EVALUATIONS, INCLUDING: GOALS, PURSUANT TO GOVERNMENT CODE SECTION 54957:

1. AGRICULTURAL COMMISSIONER
2. BEHAVIORAL HEALTH DIRECTOR
3. CHIEF ADMINISTRATIVE OFFICER
4. CHIEF PROBATION OFFICER
5. CHILD SUPPORT SERVICES DIRECTOR
6. COUNTY COUNSEL
7. DEVELOPMENT SERVICES DIRECTOR
8. EMPLOYMENT AND SOCIAL SERVICES DIRECTOR
9. HUMAN RESOURCES DIRECTOR
10. INFORMATION SERVICES DIRECTOR
11. LIBRARY DIRECTOR
12. PUBLIC HEALTH DIRECTOR
13. PUBLIC WORKS DIRECTOR
14. WATER AND RESOURCE CONSERVATION DIRECTOR.

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