

BUTTE COUNTY BOARD OF SUPERVISORS

AGENDA

MAY 5, 2009



County Supervisors

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

Gregory G. Iturria, Interim 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

ASSESSOR

3.01 * Megabyte Systems, Inc. - approval is requested for a sole source agreement and addenda with Megabyte Systems, Inc. which provides the software package for the tax cycle departments. The term of the agreement is July 1, 2009 through June 30, 2010 at a monthly fixed rate of \$9,456.24 - action requested - APPROVE THE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

BEHAVIORAL HEALTH

3.02 * Resolution Recognizing May 2009 as Mental Health Month and May 7, 2009 as Butte County Children's Mental Health Day - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

3.03 * Willow Glen Care Center - amendment - approval is requested for an amendment to the sole source agreement with Willow Glen Care Center which provides residential board and care for Behavioral Health clients. The amendment adds an additional program site, the Willow Glen - Trinity Pines home in Paradise, and increases the maximum amount payable by \$25,620 (department budget utilizing realignment funds)- action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

BOARD OF SUPERVISORS

3.04 Bangor Cemetery District - action requested - APPOINT KATHLEEN ARNOLDSEN TO A TERM TO END JANUARY 1, 2013. (Supervisor Connelly)

CHIEF ADMINISTRATIVE OFFICE

3.05 * Approval of Minutes - action requested - APPROVE MINUTES OF APRIL 7, 2009.

DEVELOPMENT
SERVICES

3.06 *

Design, Community, & Environment (DC&E) - amendment - approval is requested for an amendment with DC&E, the consultant for General Plan 2030. The amendment incorporates changes to the scope of work as detailed in the agenda report and extends the term of the agreement through December 31, 2010. There is no additional net cost to the County as a result of this amendment - action requested - APPROVE THE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER. (Contract No. X16261)

DISTRICT
ATTORNEY

3.07 *

Violence Against Women Vertical Prosecution Program (VV) - approval is requested to ratify the submittal of an application to the California Emergency Management Agency's (CalEMA) Law Enforcement and Victim Services Division to receive funding for the VV program. The initial application is on a competitive basis and funding is based on population of the proposed service area. The funding for the program is a three-year cycle beginning July 1, 2009 with a funding amount of of \$200,000 in the first year with a required in-kind match of \$66,667 (department budget) - action requested - RATIFY THE SUBMITTAL OF THE APPLICATION AND AUTHORIZE THE DISTRICT ATTORNEY TO SIGN ANY SUBSEQUENT DOCUMENTS RELATED TO THE GRANT.

EMPLOYMENT
AND SOCIAL
SERVICES

3.08 *

Addus Healthcare, Inc. - approval is requested for an agreement with Addus Healthcare, Inc. for the provision of Contract Mode In-Home Supportive Services (IHSS). The IHSS Advisory Committee recommends approval of this agreement. The term of the agreement is July 1, 2009 through June 30, 2011 with a maximum amount payable of \$2,564,520 - action requested - APPROVE THE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

3.09 *

Private Industry Council (PIC) of Butte County - amendment - approval is requested for an amendment to the agreement with PIC for the provision of Assessment Testing; Work Experience Site Development and Enhancement Services; and supportive services for CalWORKS Welfare-to-Work participants. The amendment extends the term of the agreement through June 30, 2009 and increases the maximum amount payable by \$400,000 - action requested - APPROVE THE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

HUMAN
RESOURCES

3.10 *

Resolution to Amend the Salary Ordinance - the department has prepared a resolution that includes certain actions approved by the Board on March 24, 2009. The resolution will amend the salary ordinance as follows:

ASSESSOR - requests to delete one (1) position of Assessment Clerk, Senior/Assessment Clerk. This change will decrease the total allocated positions in the department from 39 to 38.

HUMAN RESOURCES - requests to delete one position of Administrative Assistant/Office Specialist, Senior/Office Specialist/Office Assistant. This change will decrease the total allocated positions in the department from 20 to 19.

LIBRARY - requests to reduce one position of Library Assistant from 100% Full-Time Equivalent (FTE) to 50% FTE effective July 1, 2009. In addition, the department requests to delete one position of Library Assistant effective July 1, 2009. The department also requests to delete one position of Librarian and four 50% FTE positions of Library Assistant. These changes will decrease the total allocation in the department from 31.75 to 28.75. Effective July 1, 2009 the total allocations in the department will decrease from 28.75 to 27.25.

GENERAL SERVICES - requests to delete three positions of Janitor and two positions of Building Crafts Worker, Senior/Building Crafts Worker. These changes will decrease the total allocated positions in the department from 58 to 53.

CHIEF ADMINISTRATIVE OFFICE - requests to delete one position of Administrative Services Officer and one position of Assistant Chief Administrative Officer. These changes will decrease the total allocated positions in the department from 29 to 27.

PUBLIC WORKS - requests to delete two positions of Engineering Technician, Senior/Engineering Technician, Associate/Engineering Technician, Assistant/Engineering Aide and one position of Office Specialist, Senior/Office Specialist/Office Assistant. These changes will decrease the total allocated positions in the department from 137.75 to 134.75.

FARM, HOME, AND 4H - requests to delete one position of Office Specialist, Senior/Office Specialist/Office Assistant. This change will decrease the total allocated positions in the department from 3 to 2.

DEVELOPMENT SERVICES - requests to delete the following: two positions of Building Inspector, Senior/Building Inspector; one position of Permit Technician/Permit Assistant; and two positions of Planner, Senior/Planner, Assistant/Planner, Associate. These changes will decrease the total allocated positions in the department from 29.8 to 24.8.

DISTRICT ATTORNEY - requests to delete the following: one position of District Attorney Victim Counselor; one position of Bad Check Program Coordinator; one position of Investigator II/I; and one position of Investigator II/I. These changes will decrease the total allocated positions in the department from 86.5 to 82.5.

SHERIFF-CORONER - requests to delete one position of Sheriff's Clerk III/II/I. This change will decrease the total allocated positions in the department from 278 to 277.

PROBATION - requests to delete the following: three positions of Probation Officer III/II/I; one position of Supervising Probation Officer; and one position of Office Specialist, Senior/Office Specialist/Office Assistant. These changes will decrease the total allocated positions in the department from 99 to 94.

PUBLIC HEALTH - requests to delete one position of Deputy Director, Environmental Health and one position of Public Health Laboratory Technician. These changes will decrease the total allocated positions in the department from 162.05 to 160.05.

EMPLOYMENT AND SOCIAL SERVICES - requests to delete one position of Paralegal. This change will decrease the total allocated positions in the department from 534 to 533.

INFORMATION SYSTEMS - requests to delete the following: one position of GIS Technician; one position of Information Systems Technician, Senior/Information Systems Technician/Information Systems Technician, Associate; and one position of Telecommunications Technician. These changes will decrease the total allocated positions from 27 to 24.

BEHAVIORAL HEALTH - Due to the approval of the Proposition 36 Capital Facilities and Information Technology (CAP/IT) plan and funding, the department requests to add one position of Information Systems Technician/Information Systems Technician, Associate. This change will increase the total allocated positions in the department from 301.25 to 302.25 - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

3.11 *

Employer Pick Up Resolution Pre-tax Payroll Deduction Plan for Service Credit Purchases - In 1997, the Board adopted Resolution 97-66 which allows employees to take advantage of Internal Revenue Code Section 414(h)(2) to choose a pre-tax payroll deduction for service credit purchases with CalPERS. The proposed resolution is needed because the coverage groups have expanded and the identification numbers of coverage groups have changed - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

PUBLIC
WORKS

3.12 *

Federal Apportionment Exchange Program and State Match Program - approval is requested for the Fiscal Year 2009/2010 Federal Apportionment Exchange Program and State Match Program Agreement with the California Department of Transportation. The agreement will allow the Department of Transportation to exchange Regional Surface Transportation Program funds for non-federal funds. In addition to the exchange of funds, State matching funds are allocated from the State Highway Account to the Public Works Department - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN; AND ADOPT RELATED RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

3.13 *

California Department of Transportation (Caltrans) Disadvantaged Business Enterprise (DBE) Implementation Agreement - as a condition of receipt of federal funding for transportation projects, the County must adopt a DBE program in compliance with Title 49 CFR, Part 26. Under this program, sub-recipients must immediately adopt Exhibit 9-A as shown in the agenda report - action requested - ADOPT RESOLUTION APPROVING AND ADOPTING EXHIBIT 9-A AND AUTHORIZE THE CHAIR TO SIGN; AND AUTHORIZE DIRECTOR OF PUBLIC WORKS TO EXECUTE SUCH ADOPTION IN ORDER TO FACILITATE SUBMISSION TO CALTRANS FOR APPROVAL ON BEHALF OF BUTTE COUNTY.

3.14 * Resolution Approving and Authorizing Execution of Administering Agency - State Agreement for State-Funded Projects Master Agreement No. 03-00248S - approval is requested for this Master Agreement with Caltrans to incorporate and conform to recent changes in State statutes, regulations, and policies, including Caltrans Local Assistance procedures and requirements relating to State-funded programs - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN; AND ADOPT RELATED RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

3.15 * Resolution Authorizing the Director of Public Works to Execute Program Supplements to Administering Agency - State Agreement for State-Funded Projects Master Agreement No. 03-00248S - consideration of a resolution required in order to process the Program Supplements as required by recent regulations set by Caltrans to deobligate lapsed programmed funds and make the funds eligible to new projects - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

SHERIFF-
CORONER

3.16 * Resolution Recognizing May 15, 2009 as Peace Officers' Memorial Day and the Week of May 10-16, 2009 as Police Week - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

TREASURER-
TAX COLLECTOR

3.17 * Monthly Investment Report - submitted is the Monthly Investment Report dated March 31, 2009, in accordance with the Statement of Investment Policy dated July 1, 2008 - action requested - ACCEPT FOR INFORMATION.

3.18 * Annual Statement of Investment Policy - pursuant to Government Code Sections 27133 and 53601, approval is requested for the Annual Statement of Investment Policy which sets forth policies regarding the investment of surplus funds and funds under the custodianship of the Treasurer. The policy has been reviewed by the Butte County Treasury Oversight Committee and will become effective July 1, 2009 - action requested - APPROVE ANNUAL STATEMENT OF INVESTMENT POLICY.

3.19 * Introduction of an Ordinance Amending Butte County Code Section 2-166 Delegating Investment Authority to the Butte County Treasurer-Tax Collector - pursuant to Government Code Section 53607, approval is requested for an ordinance which will delegate investment authority to the Treasurer-Tax Collector for Fiscal Year 2009/2010. This ordinance will replace No. 3985 which expires June 30, 2009 - action requested - WAIVE READING OF THE ORDINANCE.

WATER AND
RESOURCE
CONSERVATION

3.20 *

2009 Butte County Basin Management Objectives (BMOs)- Chapter 33A of the Butte County Code calls for the establishment of a monitoring network and BMOs to define acceptable groundwater elevations, groundwater quality, and land subsidence. Both the Water Advisory Committee and Butte County Water Commission recommend the approval of the countywide management plan as represented in the 2009 BMOs - action requested - APPROVE THE 2009 BUTTE COUNTY BASIN MANAGEMENT OBJECTIVES.

3.21 *

Resolution Amending Resolution 08-131 and Rescinding the approval of the Mitigated Negative Declaration for the Tuscan Aquifer Monitoring, Recharge and Data Project - consideration of a resolution which will rescind the approval of the Mitigated Negative Declaration for the Tuscan Aquifer Monitoring, Recharge and Data project approved by the Board on September 23, 2008 due to the stop-work order issued by the State for bond-funded projects. Prior to commencing any work associated with the project, the County will be required to prepare a new environmental document - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

3.22 *

Comment Letter to the Department of Water Resources (DWR) on the Bay-Delta Conservation Plan (BDCP) Scoping Document - approval is requested to submit a comment letter on the joint Environmental Impact Report and Environmental Impact Statement for the BDCP - action requested - APPROVE COMMENT LETTER AND AUTHORIZE THE CHAIR TO SIGN.

OTHER
DEPARTMENTS
AND AGENCIES

3.23 *

Resolution Recognizing Silver Star Families of America and Recognizing May 1, 2009 as Silver Star Banner Day - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

3.24 *

Resolution Recognizing the Child Abuse Prevention Council of Butte County and Child Abuse Prevention Month - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

PRESENTATION OF RESOLUTIONS ADOPTED ON THE CONSENT AGENDA

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

4.03

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

PRESENTATION
AND DISCUSSION
ITEMS

4.04 *

County of Butte Fiscal Year 2009/2010 Proposed Budget - submission of the fiscal year 2009/2010 Proposed Budget - action requested - ACCEPT PROPOSED BUDGET FOR FISCAL YEAR 2009/2010 AS THE AUTHORITY FOR EXPENDITURES DURING PREPARATION OF THE FINAL BUDGET FOR FISCAL YEAR 2009/2010, AND AS THE BASIS FOR FINAL BUDGET HEARINGS; AND SET THE PUBLIC HEARING FOR CONSIDERATION OF THE FINAL BUDGET FOR MONDAY, MAY 18, 2009 AT 9:00 A.M.; AND DIRECT THE CLERK OF THE BOARD TO PUBLISH NOTICE OF THE HEARING PURSUANT TO GOVERNMENT CODE SECTION 29066. (Chief Administrative Office)

4.05 *

Provisionally Accredited Levee (PAL) Agreements for the Sycamore-Mud Creek Levee System - consideration of a request from the City of Chico for Butte County to sign a PAL agreement for those portions of the Sycamore Creek levee system located outside the City limits. The City of Chico was recently notified by the Federal Emergency Management Agency (FEMA) that they would be allowed to sign a PAL agreement without the accompanying signature of the Department of Water Resources (DWR) which owns the levee system - action requested - ESTABLISH AN AD HOC COMMITTEE MADE UP OF TWO SUPERVISORS TO WORK WITH COUNTY AND CITY STAFF, INCLUDING DWR AND FEMA AS NECESSARY, TO DISCUSS CURRENT AND FUTURE ISSUES RELATED TO THE SYCAMORE-MUD CREEK LEVEE SYSTEM AND PAL AGREEMENTS. (Public Works)

4.06 *

Presentation on Local Watershed Activities and Resolution Recognizing May 2009 as Water and Watershed Awareness Month in Butte County - action requested - ACCEPT FOR INFORMATION AND ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Water and Resource Conservation)

4.07

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

5.00PUBLIC HEARINGS AND TIMED ITEMS

9:45 A.M.

5.01 *

Public Hearing - General Plan Amendment (GPA) 08-0001 - Land Use Element Text Amendment - consideration of a text amendment which will delete the 6,500 square foot lot reference from the Low Density Residential (LDR), Medium Density Residential (MDR), and High Density Residential (HDR) land use classifications and will replace the term Planned Area Cluster (PA-C) with Planned Unit Development (PUD) - action requested - ADOPT RESOLUTION ADOPTING A NEGATIVE DECLARATION WITH FINDINGS AND APPROVING GPA 08-0001 AND AUTHORIZE THE CHAIR TO SIGN. (Development Services)

10:00 A.M.

5.02 *

Public Hearing - General Plan Amendment (GPA) 07-0002 and Rezone (REZ) 07-0001 for Verney Chun, APNs 031-060-054 and 031-070-084 - consideration of a request to change the subject parcels from the existing General Plan designation of Public (P) to Agricultural Residential (AR) and a Rezone from Public Quasi-Public (PQ) to Foothill Recreational, twenty acre minimum (FR-20). The property is located on the west side of Cherokee Road, east of Union Pacific Railroad right-of-way, and north of the Thermalito Power Canal and the City of Oroville. The change of designation was requested as the property is no longer under public ownership - action requested - ADOPT RESOLUTION ADOPTING THE NEGATIVE DECLARATION WITH FINDINGS AND APPROVING GPA07-0002 FROM PUBLIC TO AGRICULTURAL RESIDENTIAL DESIGNATION; AND ADOPT ORDINANCE REZONING THE SUBJECT PROPERTY FROM PQ TO FR-20 AND ENTERING INTO A CONDITIONAL ZONING AGREEMENT LIMITING THE DEVELOPMENT OF THE TWO SUBJECT PROPERTIES. (Development Services)

1:30 P.M. 5.03 *

Public Hearing - Update of the Butte County Master Fee Schedule - On March 24, 2009, the Board of Supervisors changed fees in the current Butte County Master Fee Schedule by resolution. On April 7, 2009, the Board requested further discussion regarding fees for services provided by the Assessor, Development Services, Fire, and the Environmental Health Division of the Public Health Department. The departments have reviewed the fees originally submitted and recommended a number of changes. The Department of Public Works has also recommended changes. In addition, this item corrects a few fees where the amounts adopted on March 24, 2009 exceed the maximum level the County is authorized to charge - action requested - ADOPT RESOLUTION WHICH WILL:

- 1) AMEND RESOLUTION 09-045 BY RESCINDING THE CHANGES TO FEES FOR SERVICES PROVIDED BY THE ASSESSOR, DEVELOPMENT SERVICES, FIRE, THE ENVIRONMENTAL HEALTH DIVISION, AND PUBLIC WORKS AND ADOPTING AMENDED FEES; AND
- 2) CORRECT THE PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR HOURLY RATE FOR SERVICES TO REFLECT THE AMOUNT AUTHORIZED BY THE SUPERIOR COURT OF CALIFORNIA AND DOG LICENSE FEES FOR SPAYED/NEUTERED DOG TO MEET THE REQUIREMENTS OF THE CALIFORNIA FOOD AND AGRICULTURAL CODE. (Chief Administrative Office)

2:15 P.M. 5.04 *

Public Hearing - Amendments to the Neal Road Sanitary Landfill Gate Fees - consideration of gate fee adjustments as detailed in the agenda report for certain fees at the Neal Road Sanitary Landfill - action requested - ADOPT RESOLUTION AMENDING THE NEAL ROAD SANITARY LANDFILL GATE FEES IN THE MASTER FEE SCHEDULE AND AUTHORIZE THE CHAIR TO SIGN. (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 PUBLIC EMPLOYEE EMPLOYMENT/APPOINTMENT/RECRUITMENT, PURSUANT TO GOVERNMENT CODE SECTION 54957: LIBRARY DIRECTOR

7.02 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.

7.03 ACTUAL LITIGATION PURSUANT TO GOV. CODE SEC. 54956.9(a): FOUR 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. HOUGH V. COUNTY OF BUTTE; USDC CASE NO. 08-2783.
4. DRY CREEK COALITION OF BUTTE COUNTY; BUTTE ENVIRONMENTAL COUNCIL, INC. V. BUTTE COUNTY, ET AL. (NEW ERA MINE); BUTTE COUNTY SUPERIOR COURT CASE NO. 144532.

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
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25 County Center Drive, Oroville, CA 95965
530-538-7631
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