

BUTTE COUNTY BOARD OF SUPERVISORS

AGENDA

August 24, 2010



County Supervisors

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

Scott Tandy, 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

AGRICULTURE

- 3.01** * California Department of Food and Agriculture (CDFA) - revenue agreement with CDFA for the Pierce’s Disease Control Program/Glassy-Winged Sharpshooter Program. The term of the agreement is July 1, 2010 through June 30, 2012 with a maximum amount receivable of \$186,328.56 - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

**AUDITOR-
CONTROLLER**

- 3.02** * County Service Area Charges for Fiscal Year 2010/2011 - action requested – DIRECT THAT A REPORT OF SERVICE CHARGES BE PREPARED IN ACCORDANCE WITH GOVERNMENT CODE SECTION 25210.77a AND FILED WITH THE CLERK OF THE BOARD OF SUPERVISORS; AND DIRECT THE PUBLIC HEARING TO BE SET FOR SEPTEMBER 28, 2010 AT 9:30 AM.
- 3.03** * Adoption of Tax Rates – State law requires the Board to adopt various ad valorem tax rates no later than September 1st of each year – action requested – ADOPT RESOLUTION FIXING TAX RATES IN THE COUNTY OF BUTTE FOR FISCAL YEAR 2010/2011.

**BEHAVIORAL
HEALTH**

- 3.04** * Feather River Tribal Health, Inc. - agreement with Feather River Tribal Health, Inc. for mental health services for children with full scope Medi-Cal who meet the criteria of medical necessity. The term of the agreement is July 1, 2010 through June 30, 2011 with a maximum amount payable of \$435,158.58 (department budget utilizing Federal and State Medi-Cal funds)- action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.05** * Record Express of California, LLC dba Access Information Systems - amendment to the agreement with Record Express for storage space, access, and delivery of archived records for Butte County Department of Behavioral Health. The amendment extends the term of the agreement through June 30, 2011 and increases the total amount payable by \$1,487.88 (department budget utilizing MHPSA funds) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.06** * Budget Adjustment and Fixed Asset Purchase - approval is requested for a budget adjustment of \$51,800 from the department's Office Expense Account for the following fixed assets purchases associated with the department's Mental Health Services Act (MHPSA) Capital Facilities and Information Technology (IT) plan: a server, at an estimated cost of \$24,000 and five switches, at an estimated cost of \$27,800 that will be used to replace aging infrastructure and provide enhanced network security - APPROVE BUDGET ADJUSTMENT (4/5 vote required) AND APPROVE FIXED ASSET PURCHASES.
- 3.07** * Enloe Medical Center - agreement with Enloe Medical Center for the Touchstone Perinatal Program which is a collaborative community drug and alcohol treatment program for women. The term of the agreement is July 1, 2010 through September 30, 2010 with a maximum amount payable of \$144,965 (department budget) - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.08** * A.A. Mental Health Resources, Inc. – Adegoke A. Adeyemo, M.D. - agreement with A.A. Mental Health Resources for psychiatric services. The term of the agreement is September 1, 2010 through June 30, 2011 with a maximum amount payable of \$95,040 (department budget) - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.09** * Stairways Recovery, Inc. - agreement with Stairways Recovery, Inc. for psychosocial rehabilitation through the Clubhouse Program and Warm Line. The term of the agreement is July 1, 2010 through June 30, 2011 with a maximum amount payable of \$218,683 - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

CHIEFADMINISTRATIVEOFFICE

- 3.10** * Budget Adjustment and Master Subrecipient Agreement – Butte County received notification of an award of \$300,000 in Community Development Block grant funds for the Butte County Micro-enterprise Business Assistance Program. Staff recommends implementing the Micro-Enterprise Program with 3CORE, which has been administering the Butte County Business Incubator Program since its inception. The Master Subrecipient agreement requires that any new activity be added to the agreement and incorporated as an Exhibit to the Master Subrecipient Agreement. The total cost for administration and implementation of this grant shall not exceed \$294,000 – action requested – APPROVE THE BUDGET ADJUSTMENT AND APPROVE EXHIBIT #34 TO THE MASTER SUBRECIPIENT AGREEMENT WITH 3CORE AND AUTHORIZE THE CHAIR TO SIGN.
- 3.11** * Letter to the Stewardship Council Regarding Donation of PG & E Lands to the United State Forest Service (USFS) and Bureau of Land Management (BLM) – The Pacific Forests and Watershed Lands Stewardship Council (Stewardship Council) is a California non-profit public-benefit corporation founded in 2004 under a mandated PG & E bankruptcy settlement agreement. The settlement included a Land Conservation Commitment by which the PG&E Watershed Lands would be subject to conservation easements and/or be donated in fee simple to public entities or non-profit organizations for the benefit of the public. On August 2, 2010, the Stewardship Council announced that it will recommend the donation of fee title of three parcels in planning units within Butte County to the USFS and BLM at its September 16th Board of Directors meeting. Staff has drafted a letter on behalf of the Board of Supervisors providing comments from the County to the Stewardship Council regarding the proposed actions, focusing on revenue neutrality and enhanced public access – action requested – APPROVE LETTER AND AUTHORIZE THE CHAIR TO SIGN.
- 3.12** * Budget Adjustment for USDA Bangor Fire Station 55 – On September 9, 2008, the Board of Supervisors adopted Resolution 08-123 relating to the Certificates of Participation financing arrangement with the United States Department of Agriculture (USDA) for the renovation of Bangor Fire Station 55. The USDA's loan approval, which was finalized on August 11, 2010, was subsequently extended for two years at the request of the County. The USDA requires that the first interest payment be paid by February 1, 2011. Since the budget for FY 2010-2011 has already been adopted, an appropriation of \$25,000 from the Capital Projects Fund is needed to make the payment – action requested – APPROVE BUDGET ADJUSTMENT (4/5 vote required) AS DETAILED IN THE AGENDA REPORT.
- 3.13** * Response to Grand Jury Report – In compliance with Penal Code Sections 933 and 933.05, staff has prepared a draft Board of Supervisors response to the findings and recommendations contained in the 2009-2010 Grand Jury Final Report. Also included are the responses from department heads prepared for the Presiding Judge of Butte County Superior Court – action requested – APPROVE THE GRAND JURY RESPONSE.

- 3.14 * Approval of Minutes – minutes of June 22, 2010; August 10, 2010 and August 17, 2010 - action requested – APPROVE MINUTES.

DEVELOPMENT SERVICES

- 3.15 * Request for Waiver of Building Permit Fees - The Butte County Sheriff’s Posse is a voluntary non-profit organization supported by donations. The Posse will be filing for building permits for a 1,000 square foot expansion to the existing building located at 1222 Openshaw Road. The facility is used by the Posse and law enforcement agencies in Butte County as a county-wide shooting range. The Posse and the Butte County Sheriff’s Office are requesting the Board consider waiving and finding an exemption from County related fees for the Building Permit. The estimate of the County fees is \$11,812.94 which does not include any applicable school, parks or recreation district fees that are required – action requested – WAIVE AND FIND AN EXEMPTION FROM FEES RELATED TO THE BUILDING PERMIT FOR THE PROPOSED EXPANSION.

- 3.16 * Resolution for Application for Grant Funds – The department requests approval of an application for Grants funds for the Sustainable Communities Planning Grant and Incentives Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84). The grant will reimburse cities, counties, Metropolitan Planning Organizations, Joint Powers Authorities, Regional Transportation Planning Agencies, Councils of Governments, individually or in partnerships for the cost of developing sustainable community plans. Specific activities to which the grants may be applied include the development of a Climate Action Plan as required by the Draft Butte County General Plan 2030. Individual grants may range from \$100,000 to \$1 million with applications due by August 31, 2010 – action requested – ADOPT THE RESOLUTION APPROVING AN APPLICATION FOR GRANT FUNDING AND AUTHORIZE THE CHAIR TO SIGN.

GENERAL SERVICES

- 3.17 * Surplus Vehicles and Equipment - approval is requested to surplus a total of nineteen vehicles and equipment from various departments. As detailed in the agenda report, these vehicles and equipment are in need of costly repairs, are not currently working, or are obsolete - action requested - DECLARE VEHICLES AND EQUIPMENT AS SURPLUS AS DETAILED IN AGENDA REPORT AND REMOVE EACH FROM FIXED ASSET LEDGER.

- 3.18 Ed Becker - amendment to the lease agreement with Ed Becker for the Behavioral Health Gridley Community Center facility at 965 Spruce Street. The amendment reduces the lease payment by \$0.05 per square foot per month for a period of one year. This will lower the monthly payment to \$4,429.28 beginning September 1, 2010 - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.19** * Branson Trust - agreement with Branson Trust for leasing the facility located at 1500 Lincoln Street in Oroville. This facility is used by Behavioral Health Youth Services to provide mental health prevention and early intervention activities to the youth. The term of the agreement is September 1, 2010 through February 28, 2011 with options to extend in six month intervals. The modified net lease at \$0.70 per square foot for the 6,300 square foot facility will remain flat at \$4,410.00 per month for the term of the lease - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.20** * Budget Adjustment - The department requests approval of a budget adjustment for the Department of Behavioral Health (BCDBH) County-owned facility located at 2243 Del Oro Avenue in Oroville which provides adult services. In an effort to provide improved access and security, and to allow for delivery of improved services. BCDBH is requesting modifications, estimated at \$33,000 be provided. General Services department is requesting the funds be transferred from BCDBH's budget for the facility modification – action requested – APPROVE BUDGET ADJUSTMENT (4/5 vote required) APPROPRIATING FUNDS AS DETAILED IN THE AGENDA REPORT.
- 3.21** * Budget Adjustment – The department requests approval of a budget adjustment for the BCDBH's Psychiatric Health Facility (PHF) located at 592 Rio Lindo in Chico which provides in-patient psychiatric services. BCDBH has requested improved client security through facility modifications to the exterior fence. Funding for the facility modifications, estimated at \$9,000 is provided for in the Behavioral Health Department's Mental Health Services Act budget. General Services department is requesting the funds to be transferred from BCDBH's budget for the facility modification – action requested – APPROVE BUDGET ADJUSTMENT (4/5 vote required) APPROPRIATING FUNDS AS DETAILED IN THE AGENDA REPORT.
- 3.22** * Side Letter with Butte County Employee's Association-Social Services Workers Unit (BCEA-SSW) – The department requests approval of a side letter with BCEA-SSW on behalf of Nichole Nava who is employed by the Department of Employment & Social Services as an Employment Case Manager, Senior. She has been offered and accepted a temporary position on the ISAWs Migration Program team and will be paid by the State, while maintaining her employment status with the County of Butte – action requested – APPROVE SIDE LETTER AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN.

HUMAN
RESOURCES

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

BEHAVIORAL HEALTH – requests to reclassify one position of Program Manager, Wellness and Recovery to Manager, Program Development to be effective June 26, 2010. This change will leave the total allocations in the department unchanged.

HUMAN RESOURCES – requests to adjust the annual salary range for the Chief Administrative Officer classification in Section 58, Reference A, Appointed Department Heads. The minimum annual salary is \$205,000 and the maximum annual salary is \$220,000.

COUNTY COUNSEL – requests to change the allocation of one position of Deputy County Counsel IV/III/II/I to a flexibly staffed Chief Deputy County Counsel/Deputy County Counsel IV/III/II/I position effective July 1, 2010. This change was included in the FY 2010-2011 budget as adopted by the Board of Supervisors and will leave the total allocations in the department unchanged – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

INFORMATION
SYSTEMS

- 3.24** * Department of Homeland Security - California Emergency Management Agency – accept and appropriate \$380,050 in grant funds from the Interoperable Emergency Communications Grant Program to carry out initiatives to improve interoperable emergency communications, including communications in collective response to natural disasters, acts of terrorism, and other man-made disasters through planning, training and exercises for an 18 County Region – action requested – APPROVE BUDGET ADJUSTMENT (4/5 vote required) ACCEPTING AND APPROPRIATING REVENUE AS DETAILED IN THE AGENDA REPORT; AND APPROVE RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

PUBLIC
HEALTH

- 3.25** * Resolution Recognizing September 2010 as National Emergency Preparedness Month - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.
- 3.26** * California Department of Public Health – revenue agreement with the California Department of Public Health for funding for Butte County’s Public Health Emergency Preparedness, Pandemic Influenza and Hospital Preparedness Program (HPP). The term of the agreement is July 1, 2010 through August 9, 2011 with a maximum amount receivable of \$528,882 - action requested - APPROVE AGREEMENT AND RELATED CERTIFICATIONS AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

SHERIFF-CORONER

- 3.27 * Federal Equitable Sharing Agreement and Certification - approval is requested for FY 2009-2010 Equitable Sharing Agreement and Certification which will be submitted to the Department of Justice and the United States Department of the Treasury as required by law. The program provides for the sharing of proceeds obtained from illegal activities such as drug sales - action requested - AUTHORIZE THE CHAIR TO SIGN AGREEMENT AND CERTIFICATIONS.
- 3.28 * U.S. Department of Justice/Drug Enforcement Administration (DEA) Funding 2010 – accept \$10,000 in additional funding from the DEA for the investigation of the illegal cultivation and trafficking of marijuana using ground and aerial detection – ACCEPT GRANT FUNDS IN THE AMOUNT OF \$10,000; AND AUTHORIZE THE SHERIFF-CORONER OR HIS DESIGNEE TO EXECUTE THE AGREEMENT AND ALL DOCUMENTS RELATED TO THIS GRANT.
- 3.29 * California Forensics Medical Group (CFMG) – amendment to the agreement with California Forensics Medical Group for the medical care of Butte County inmates housed in the jail facility. The amendment increases the maximum amount payable for the CPI adjustment and ADAP treatment by \$136,048. The department had anticipated an increase in the contract and budgeted \$41,048, therefore a budget adjustment of \$95,000 (from the Inmate Welfare fund) is requested - action requested - APPROVE BUDGET ADJUSTMENT (4/5 vote required) AS DETAILED IN THE AGENDA REPORT; AND APPROVE THE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.30 * Budget Adjustment – The Sheriff’s Work Alternative Program unit cleans the buildings and grounds at the Sheriff’s Office complex. The equipment used to clean the grounds is uncovered and subject to premature aging due to weather. The department would like to purchase a portable metal shade structure/carport to cover the exposed equipment. The estimated cost of the 24’ x 26’ shade structure is \$3,200 delivered and installed – action requested – APPROVE BUDGET ADJUSTMENT (4/5 vote required).

WATER & RESOURCE CONSERVATION

- 3.31 * Appointment to the Technical Advisory Committee of the Butte County Water Commission – action requested – APPOINT ELAINE McSPADDEN.

4.00 REGULAR AGENDA

BOARDS, COMMISSIONS AND COMMITTEES

- 4.01 * Boards, Commissions and Committees
 1. Appointments to Listed Vacancies
 2. Board Member or Committee Reports

**BUDGET, LEGISLATIVE
OR COUNTY RELATED
UPDATES**

- 4.02 Update of Current Budget and Legislative Issues by the Chief Administrative Officer.
- 4.03 Update of General Plan 2030 Process by Director of Development Services

**PRESENTATION
AND DISCUSSION
ITEMS**

- 4.04 * Resolution Approving the Submittal of State Housing and Community Development HOME Investment Partnerships Program (HOME) Grant Application – The HOME program mirrors the CDBG Program in many ways with the major difference being that the funding sources in HOME stipulates that housing rehabilitation loans be deferred for 30 years, and households cannot be assisted unless there is at least one building code violation. The HOME Housing Rehabilitation Program would provide for low interest loans to income eligible home owners of the unincorporated area of the County. The purpose of each rehabilitation project will be to correct any code violations, and to provide the home with suitable living, sleeping, cooking and dining accommodations, and sanitary facilities. The HOME grant application is due September 1, 2010 – action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Chief Administrative Office)
- 4.05 * Modifications to On-Site Wastewater Manual – On March 16, 2010, the Board of Supervisors adopted the On-Site Wastewater Systems Ordinance (Butte County Code Chapter 19) and the On-Site Wastewater Manual and established a Wastewater Advisory Committee that has met monthly since June 1, 2010. The committee proposes two types of changes to the Wastewater Manual: 1) inclusion of countywide requirements for graywater reuse; and 2) other modifications to improve and streamline the on-site wastewater program - action requested - ADOPT RESOLUTION AMENDING THE ON-SITE WASTEWATER MANUAL. (Public Health)
- 4.06 Items Removed from the Consent Agenda for Board Consideration and Action.

5.00 **PUBLIC HEARINGS AND TIMED ITEMS**

- 9:30 a.m. **5.01** * Public Hearing – Proposed Fee Adjustments to the Master Fee Schedule for Sheriff, Public Works, and Public Health Departments – Departments are recommending adjustments to the master fee schedule. Sheriff’s office proposes a modification to the Coroner’s Fee for actual costs of service. The Public Works department has conducted a cost analysis and proposes a 1.7% increase in tipping fees for commercial waste at the Neal Road Waste and Recycling facility. Public Health is recommending new and amended fees related to the new requirements and standards for on-site wastewater treatment systems. The fees are established at 80% of the estimated cost to provide service. These fees have been approved by the Wastewater Advisory Committee - ADOPT RESOLUTION AMENDING THE MASTER FEE SCHEDULE AS OUTLINED IN THE DETAILED AGENDA REPORT AND AUTHORIZE THE CHAIR TO SIGN. (Chief Administration Office)
- 9:45 a.m. **5.02** * Public Hearing – Sewer System Management Plans for CSA 21, Zone 1 Skansen Sewer and CSA 82, Stirling City Sewer – The Land Development Division of Public Works has been designated as the legally responsible entity to report all sanitary sewer overflows (SSO) and No Spill Certifications in the California Integrated Water Quality System (CIWQS) database. The State requires enrolled wastewater operators to develop and implement Sewer System Management Plans to reduce the incidence of Sanitary Sewer Overflows. The completed Sanitary Sewer Management Plans for County Service Areas 21 and 82 must be approved by their governing boards at a public hearing as required by the State Water Resources Control Board – action requested – HOLD PUBLIC HEARING ON THE ACCEPTANCE OF THE COMPLETED SEWER SYSTEM MANAGEMENT PLANS FOR CSA 21, ZONE 1 AND CSA 82; AND APPROVE THE SEWER SYSTEM MANAGEMENT PLAN AND AUTHORIZE THE CHAIR TO SIGN. (Public Works)

- 10:00 a.m. **5.03** * Timed Item - Future Management of the County's State Water Project Table A Allocation – The County has an allocation for State Water Project (SWP) water of 27,500 acre feet per year, through an agreement made with the Department of Water Resources (DWR) when Oroville Dam was built in the late 1960's, referred to as the County's Table A allocation. Recent changes by DWR regarding the Table A allocation have resulted in an adverse fiscal impact of over one million dollars annually to the General Fund – action requested –
- 1) CONTINUE NEGOTIATIONS WITH LOCAL PURVEYORS TO ENSURE A REALISTIC RESERVE TO MEET THEIR FUTURE NEEDS;
 - 2) ENTER INTO NEGOTIATIONS WITH PALMDALE WATER DISTRICT, IN RESPONSE TO CERTAIN TERMS OF THE APRIL 2010 LETTER OF INTENT, TO INVESTIGATE THE POSSIBILITY OF A SALE OR LEASE OF A PORTION OF THE TABLE A ALLOCATION;
 - 3) DIRECT THE CHIEF ADMINISTRATIVE OFFICER, THE DEPARTMENT OF WATER AND RESOURCE CONSERVATION AND COUNTY COUNSEL TO FURTHER EXPLORE THE FEASIBILITY OF ANOTHER MULTI-YEAR LEASE SIMILAR TO THE 2008-2009 DRY YEAR PROGRAM.
 - 4) BEGIN A STRATEGIC PLANNING PROCESS TO DETERMINE AN EQUITABLE APPROACH AND COST-SHARING WITH THE LOCAL PURVEYORS TO DETERMINE THEIR FUTURE DEMANDS AND PAYMENT SCHEDULE AS A MEANS OF SECURING TABLE A WATER FOR LOCAL USES. (Water & Resource Conservation)
- 1:00 p.m. **5.04** * Timed Item – Draft Butte General Plan 2030 – State Law requires the new Zoning Map to be consistent with the General Plan 2030 Land Use Map. During staff's comprehensive review of the Draft Zoning Map, staff identified mapping cleanups, which requires changes to the General Plan 2030 Land Use Map. On July 27, 2010, the Board of Supervisors reviewed the initial cleanups, and provided direction to staff on five public requests. The Board directed staff to bring other requests and cleanups for further consideration. In addition, two new items are to be considered 1) Butte County General Plan 2030 consistency with the 2000 Airport Land Use Compatibility Plan and 2) Draft Butte County General Plan 2030 Action Plan – action requested – APPROVE THE STAFF RECOMMENDATIONS FOR CHANGES TO THE DRAFT GENERAL PLAN 2030 DOCUMENT, ACTION PLAN, AND LAND USE MAP AS DETAILED IN THE AGENDA REPORT.

**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