

SHASTA COUNTY BOARD OF SUPERVISORS

Tuesday, March 1, 2005

REGULAR MEETING

9:00 a.m.: Chairman Kehoe called the Regular Session of the Board of Supervisors to order on the above date with the following present:

District No. 1 - Supervisor Kehoe
District No. 2 - Supervisor Cibula
District No. 3 - Supervisor Hawes
District No. 4 - Supervisor Hartman
District No. 5 - Supervisor Clarke

County Administrative Officer - Doug Latimer
County Counsel - Karen Jahr
Chief Deputy Clerk of the Board - Glenda Tracy
Deputy Clerk of the Board - Tazina Otis

INVOCATION

Invocation was given by Pastor Paul Tilley, Faith Tabernacle Assembly.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance to the Flag was led by Supervisor Cibula.

INTRODUCTIONS

Introductions of the Members of the Board, County staff, elected officials, and county department heads were made.

PUBLIC COMMENT PERIOD - OPEN TIME

Treasurer-Tax Collector/Public Administrator Lori Scott reported on the outcome of the Property Tax Auction held on February 25, 2005. Of the 110 parcels originally scheduled for the auction, 81 were released prior to the auction with taxes collected in the amount of \$1,399,986, 18 parcels were removed due to bankruptcy, 9 parcels sold at the auction for \$245,436.61, and 2 did not sell.

Richard Paz requested that the members of the Board of Supervisors participate in the "Save Beal Alliance," stopping the closure of Beal Air Force Base. Supervisor Kehoe requested County Administrative Officer (CAO) Latimer to research whether a letter had previously been sent regarding this matter.

ITEMS PULLED FROM CONSENT CALENDAR

Supervisor Kehoe pulled for discussion the agenda item regarding establishing the Inter-Mountain Fair Board as an advisory board. CAO Latimer advised that he, County Counsel Karen Jahr, and Supervisor Hawes had met with members of the Inter-Mountain Fair Board, and they decided that the advisory board would be appropriate, as one member would be appointed each year by the Board of Supervisors, allowing the Board of Supervisors continued involvement.

Supervisor Clarke pulled for discussion the agenda item amending Section 6.12 of the Personnel Manual, inquiring whether Section 6.12 had incorrectly stated that County Counsel serves at the pleasure of the Board of Supervisors. County Counsel Karen Jahr advised that error had been made previously, and the position of County Counsel is not served at the pleasure of the Board of Supervisors but is a contracted position.

Supervisor Kehoe pulled for discussion the agenda item regarding the contract with Carmona and Associates to provide investigative services for Shasta County Risk Management. He inquired whether the item had gone out for competitive bid. Director of Support Services Joann Davis replied that a Request for Proposal (RFP) was issued three years ago and only two of the firms responding had workers compensation experience. In responding to a question from Supervisor Cibula on policies regarding putting such items out for RFP, Ms. Jahr advised that Administrative Policy 6-101 suggests an RFP but does not require one.

CONSENT CALENDAR

By motion made, seconded (Hawes/Hartman), and carried, the Board of Supervisors took the following actions, which were listed on the Consent Calendar (Supervisor Kehoe voted no on the agenda item regarding the contract with Carmona & Associates, as he felt there should be noncompetitive bidding):

Authorized the issuance of warrants totaling \$663.00 requiring special board action. (Auditor-Controller)

Approved the minutes of the meetings held on February 15, 2005, as submitted. (Clerk of the Board)

Reappointed Kenneth Jones, Suzanne Kane, and Ruth Huey to the Commission on Aging for two-year terms to expire January 2007. (Clerk of the Board)

Enacted Ordinance No. 378-1891, which approves Zone Amendment No. 04-15, Hughes (Shingletown area), as introduced February 15, 2005. (Clerk of the Board)
(See Zoning Ordinance Book)

Adopted Resolution No. 2005-17, which establishes the Inter-Mountain Fair Board, an advisory board. (County Counsel)
(See Resolution Book No. 46)

Adopted Resolution No. 2005-18, which amends Section 6.12 of the Personnel Manual regarding the appointment of department heads. (County Counsel)
(See Resolution Book No. 46)

Adopted Policy Resolution No. 2005-1, which amends Administrative Policy No. 6-101, *The Contracts Manual*. (County Counsel)

(See Policy Resolution Book)

Approved and authorized the Chairman to sign a contract with Carmona and Associates, Inc. in an amount not to exceed \$28,000 to provide investigative services to Risk Management for the period March 5, 2005 through June 30, 2005, with two automatic one-year renewals with compensation not to exceed \$80,000 for Fiscal Year 2005-06 and \$85,000 for Fiscal Year 2006-07. (Support Services)

Approved the award of Bid No. 436 for asphalt concrete patching mix, aggregate base, cinder sanding aggregate, and related road-repair materials in an estimated annual amount of \$606,275 to Shea Sand & Gravel, Tullis Inc., Hat Creek Construction, Packway Materials, Crystal Creek Aggregate, and Stimpe/Wiebelhaus Associates. (Support Services-Purchasing Division)

Approved budget transfers for Budget Units 422, 424, and 425 to reflect final state and federal funding allocations which align the budgets with the Auditor-Controller's General Ledger and decreased budgeted revenues and appropriations by \$32,308 in Budget Unit 422 (Alcohol and Drug Programs); adjusted various line items in Budget Unit 424 (Prop 36 Program); and decreased revenues and appropriations by \$48,957 within Budget Unit 425 (Perinatal Program). (Mental Health-Alcohol and Drug Programs)

Approved and authorized the Chairman to sign an amendment to the contract with Gen-Probe with no increase in compensation to add new laboratory testing instrumentation and extending the term to May 31, 2008; and authorized the Director of Public Health to execute future minor amendments to the contract which result in a net change of 10 percent or less of the total dollar value of the current contract. (Public Health)

Adopted Resolution No. 2005-19, which approves and authorizes the Chairman to sign the Assignment Contract with the Bureau of Reclamation to assign 500 acre-feet of CSA No. 25's contract to the Shasta County Water Agency; and approved and authorized the Chairman to sign a water service contract with the Water Agency. (County Service Area No. 25 - Keswick Water (CSA No. 25))

(See Resolution Book No. 46)

Awarded to the low bidder, Simonis Trees, on a unit-cost basis, the contract for the Sweetbriar Tree Removal Project in the amount of \$48,710. (Public Works)

For Tract Map 1886, Palo Cedro Park Estates (Palo Cedro area) released the security in the amount of \$72,750 guaranteeing faithful performance, and released the security in the amount of \$36,375 guaranteeing payment. (Public Works)

Authorized the Public Works Director to sign a Notice of Completion for the Resource Management Permit Center Addition Project and record it within 10 days of completion. (Public Works)

Authorized the transfer of ownership of one surplus hazardous material vehicle from the Shasta County Fire Department to the Burney Fire Protection District. (County Fire)

9:24 a.m. The Board of Supervisors recessed and convened as the Shasta County Water Agency.

SPECIAL DISTRICTS/OTHER AGENCIES CONSENT CALENDAR

SHASTA COUNTY WATER AGENCY

By motion made, seconded (Clarke/Hartman), and unanimously carried, the Board of Directors of the Shasta County Water Agency took the following action, which was listed on the Consent Calendar:

Adopted Water Agency Resolution No. 2005-3, which approves and authorizes the Chairman to sign the Assignment of Contract with the Bureau of Reclamation to receive 500 acre-feet of water from County Service Area No. 25 - Keswick Water; and approved and authorized the Chairman to sign a water service contract with CSA No. 25.

(See Water Agency Resolution Book)

9:24 a.m. The Shasta County Water Agency adjourned and reconvened as the Board of Supervisors.

REGULAR CALENDAR

BOARD MATTERS

MARCH 2005 EMPLOYEE OF THE MONTH
BEVERLY STRAND, EXECUTIVE ASSISTANT - CONFIDENTIAL
RESOLUTION NO. 2005-20

At the recommendation of Sheriff Jim Pope, and by motion made, seconded (Clarke/Hawes), and unanimously carried, the Board of Supervisors adopted Resolution No. 2005-20, which recognizes Executive Assistant Beverly Strand as Shasta County's March 2005 Employee of the Month.

(See Resolution Book No. 46)

GENERAL GOVERNMENT

ADMINISTRATIVE OFFICE/BOARD OF SUPERVISORS

LEGISLATIVE UPDATE/SUPERVISORS' REPORTS

County Administrative Officer (CAO) Doug Latimer presented a legislative update on specific legislation of importance to Shasta County. Mr. Latimer advised that County lobbyist Don Peterson had advised that AB18, for the disaster relief for Shasta County residents impacted by the recent fires, was unanimously approved.

Supervisors reported on issues of countywide interest.

FISCAL YEAR 2004-05 MID-YEAR BUDGET REPORT

County Budget Analyst Kim Pickering presented the Fiscal Year 2004-05 Mid-Year Budget report. She stated that it is anticipated that there will be approximately \$2.5 million in the General Fund carry-over balance. She clarified information for some specific departments and responded to questions. Ms. Pickering commended the Administrative Office and department heads for their budgetary efforts.

By motion made, seconded (Hawes/Clarke) and unanimously carried, the Board of Supervisors accepted the report of departmental financial status as of the end of December 2004 and directed departments to make spending adjustments as necessary to stay within approved net cost contained in the FY 2004-05 Budget, as amended.

LAW AND JUSTICE

DISTRICT ATTORNEY

GRANT AWARD: OFFICE FOR VICTIMS OF CRIME

At the recommendation of District Attorney Jerry Benito, and by motion made, seconded (Hartman/Hawes), and unanimously carried, the Board of Supervisors approved the acceptance of a grant award from the U.S. Department of Justice in the amount of \$5,000 to be used to raise community awareness during National Crime Victims' Rights Week; approved a budget amendment increasing revenues and appropriations by \$5,000; and authorized the Auditor-Controller to pay claims related to the project.

SHERIFF

MID-YEAR BUDGET ADJUSTMENTS

BUDGET AMENDMENT

10:15 a.m.: Chairman Kehoe advised that since the first item is related to the U.S. Forest Service, he would recuse due to his association with that agency, and he left the room. Vice Chairman Clarke presided.

At the recommendation of Undersheriff Larry Schaller, and by motion made, seconded (Hawes/Hartman), the Board of Supervisors approved a budget amendment increasing expenditures and revenues in the amount of \$24,250 associated with U.S. Forest Service and Bureau of Land Management contracts and the hosting of the Attorney General's Zone Meeting and transferring appropriations between budget units to match expenditures.

10:19 a.m.: Supervisor Kehoe returned to the chambers and presided.

By motion made, seconded (Clarke/Hawes) and unanimously carried, the Board of Supervisors authorized the Auditor-Controller to pay claims for expenses related to the Attorney General Zone Meeting, training, and awards session.

OTHER DEPARTMENTS

COUNTY FIRE

WATER TENDER PURCHASE

BUDGET TRANSFER

At the recommendation of Deputy Fire Warden Scott Holmquist and by motion made, seconded (Hawes/Clarke), and unanimously carried, the Board of Supervisors approved the

purchase of two water tenders from the low bidder, Riverview International, in the amount of \$101,244; and approved a budget transfer in the amount of \$1,244 to a fixed asset account.

10:23 a.m.: The Board of Supervisors adjourned.

Chairman

ATTEST:

H. DOUGLAS LATIMER
Clerk of the Board of Supervisors

By _____
Deputy