

SHASTA COUNTY BOARD OF SUPERVISORS

Tuesday, April 24, 2007

REGULAR MEETING

9:02 a.m.: Chairman Cibula 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 Baugh

County Administrative Officer - Larry Lees
County Counsel - Karen Jahr
Deputy Clerk of the Board - Valerie Ibarra
Deputy Clerk of the Board - Nancy Rupert

INVOCATION

Invocation was given by Pastor Perry Peterson, Crossroads Bible Fellowship.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance to the Flag was led by Major John Cleckner.

INTRODUCTIONS

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

ITEMS PULLED FROM CONSENT CALENDAR

Supervisor Kehoe pulled for discussion the proposed agreement with Lilliput Children's Services for Infant Program Training Conferences. In response to a question from Supervisor Kehoe, Ms. McKenzie outlined the charges of the agreement.

CONSENT CALENDAR

By motion made, seconded (Hartman/Kehoe), and carried, the Board of Supervisors took the following actions, which were listed on the Consent Calendar (Supervisor Cibula abstained from all items relating to the lease of 1220 Sacramento Street, Redding as his family owns neighboring property, and Supervisor Kehoe voted no on the item relating to the agreement with Lilliput Children's Services, Inc. as he disagreed with the amount of the agreement and the advance payment requirement.):

Approved and authorized the Chairman to sign an amendment to the Memorandum of Understanding (MOU) with the Superior Court, modifying various fees paid by the County for claims review and collections services provided by the Court effective July 1, 2007, extending the term to June 30, 2009, and retaining the automatic one-year renewals. (County Administrative Office).

Approved the minutes of the meeting held on April 17, 2007, as submitted. (Clerk of the Board)

Approved and authorized the Chairman to sign a lease with Bert and Karen Boothroyd in the amount of \$5,885.88 per month for approximately 6,006 square feet of office space (\$0.98/square foot) at 1220 Sacramento Street, Redding for the period July 1, 2007 through June 30, 2012, with two optional two-year renewals and annual rent increases of two percent. (Public Health)

Approved and authorized the Chairman to sign an agreement with Lilliput Children's Services, Inc. (Lilliput) in an amount not to exceed \$59,088 to provide two Perinatal Substance Abuse/Human Immunodeficiency Virus (PSA/HIV) Infant Program training conferences for foster parents and professionals from the date of signing through May 31, 2007; and authorized an advance payment to Lilliput of \$12,300 within 30 days of signing. (Social Services)

For the West Central Landfill Scale House Project, found the project categorically exempt in conformance with the California Environmental Quality Act (CEQA); approved plans and specifications and directed the Public Works Director to advertise for bids; and authorized opening of bids on or after May 24, 2007 at 11:00 a.m. (Public Works)

Authorized the Public Works Director to sign a Notice of Completion for the Placer Office Building Restroom project and record it within 10 days of actual completion of the work. (Public Works)

Approved and authorized the Chairman to sign an amendment to the agreement with CH2M Hill increasing compensation by \$63,000 (for a new total not to exceed \$150,000) to perform a value engineering analysis as required by the Federal Highway Association for the Airport Road at Sacramento River Bridge Project and retaining the term of March 20, 2007 through December 31, 2008. (Public Works)

REGULAR CALENDAR

BOARD MATTERS

PRESENTATION: ILLEGAL DUMPING SLOGAN CONTEST WINNERS

Senior Administrative Analyst Julie Hope provided an update of the Illegal Dumping Prevention Program and acknowledged Pete Stiglich and Rob McLennan as winners of the program's slogan contest.

Mr. McLennan spoke regarding the detriment of illegal dumping to the environment.

In response to a question from Supervisor Cibula, Sheriff Tom Bosenko discussed the reporting and investigation process of illegal dumping.

PROCLAMATION: VETERANS APPRECIATION MONTH

At the recommendation of Veterans Service Officer Dave Lanford and by motion made, seconded (Kehoe/Baugh), and unanimously carried, the Board of Supervisors adopted a proclamation which designates April 2007 as Fair Housing Month in Shasta County. Employment Development Department Veteran's Employment Services Specialist Jim Sains thanked the Board for adopting the proclamation.

**PLAQUE OF APPRECIATION
FLEET MANAGEMENT SUPERVISOR EDWARD LINTZ**

In recognition of more than 32 years of service to Shasta County, the Board of Supervisors presented Fleet Management Supervisor Edward Lintz with a plaque of appreciation upon the occasion of his retirement. Director of Personnel Joann Davis thanked Mr. Lintz for his services and outstanding dedication.

Sheriff Tom Bosenko thanked Mr. Lintz for his dedicated service to the Sheriff Department's fleet and presented a plaque of appreciation from the Sheriff's Office.

GENERAL GOVERNMENT

ADMINISTRATIVE OFFICE/BOARD OF SUPERVISORS

LEGISLATIVE UPDATE/SUPERVISORS' REPORTS

County Administrative Officer (CAO) Larry Lees had no legislative report.

Supervisors reported on issues of countywide interest.

ADMINISTRATIVE OFFICE/COUNTY COUNSEL

**ADMINISTRATIVE POLICY 6-101
SHASTA COUNTY CONTRACTS MANUAL
POLICY RESOLUTION NO. 2007-1**

County Counsel Karen Jahr presented the staff report and recommended approval of the amendments to Administrative Policy 6-101. In response to a question by Supervisor Kehoe, CAO Lees replied that these proposed amendments benefit County departments, County staff, and the public.

By motion made, seconded (Baugh/Hawes), and unanimously carried, the Board of Supervisors adopted Policy Resolution No. 2007-1, which amends Administrative Policy 6-101, *Shasta County Contracts Manual*, regarding purchasing, leasing, and contracting by County staff.

(See Policy Resolution Book)

**SHASTA COUNTY CODE SECTION 3.04.010
PURCHASING BY PURCHASING AGENT**

At the recommendation of County Counsel Karen Jahr and by motion made, seconded (Kehoe/Baugh), and unanimously carried, the Board of Supervisors introduced and waived the reading of an ordinance which amends Shasta County Code section 3.04.010, *Purchasing by*

Purchasing Agent, to authorize the County Purchasing Agent to approve contracts up to the maximum sum allowed by Government Code section 25502.3, subject to Board of Supervisors resolution.

ADMINISTRATIVE POLICY 4-203
ANNUAL ADMINISTRATIVE POLICY MANUAL UPDATES
POLICY RESOLUTION NO. 2007-2

At the recommendation of County Counsel Karen Jahr and by motion made, seconded (Baugh/Hawes), and unanimously carried, the Board of Supervisors adopted Policy Resolution No. 2007-2, which repeals Administrative Policy 4-203, *Microcomputer Acquisition and Management Policy (Non-County Funded Property)*, and approves recommended amendments to other policies contained in the Administrative Policy Manual to reflect current County practices, ensure compliance with State regulations, and update provisions.

(See Policy Resolution Book)

CELL PHONE PILOT PROJECT
POLICY RESOLUTION NO. 2007-3

County Counsel Karen Jahr presented the staff report and recommended approval of the cell phone pilot project. In response to questions by Supervisors Cibula and Kehoe, CAO Lees explained that the proposed pilot project, if successful, will allow the County to comply with IRS regulations and will save time and expense by avoiding an audit of each electronic communication device invoice received.

By motion made, seconded (Hawes/Baugh), and carried (Supervisor Kehoe voted no), the Board of Supervisors adopted Policy Resolution No. 2007-3, which establishes a pilot project for the Board of Supervisors and County department heads to receive a monthly allowance related to their use of a personal cellular telephone or a personal digital assistant (PDA) for County business. Supervisor Kehoe voted no because the advance reimbursement could profit the employee.

(See Policy Resolution Book)

COUNTY COUNSEL

PERSONNEL MANUAL CHAPTER 21
RESOLUTION 2007-39

At the recommendation of County Counsel Karen Jahr and by motion made, seconded (Kehoe/Baugh), and unanimously carried, the Board of Supervisors adopted Resolution No. 2007-39, which amends Chapter 21, Section 21.2, *Supervisors' Expenses*, of the Personnel Manual to conform with state law, which requires the adoption of specific policies regarding the reimbursement of expenses of members of legislative bodies.

(See Resolution Book No. 48)

SCHEDULED HEARINGS
RESOURCE MANAGEMENT
PLANNING DIVISION

ZONE AMENDMENT NO. 06-026
HARVINDER BIRK
PALO CEDRO AREA

This was the time set to conduct a public hearing and consider the request to approve Zone Amendment No. 06-026, Harvinder Birk, which would rezone approximately 10.10 acres in the Palo Cedro area from a Rural Residential combined with a minimum lot area as shown on a recorded map (R-R-BSM) District to a Rural Residential combined with a five-acre Minimum Lot Area (R-R-BA-5) District to facilitate the development of a second residence on the property. Associate Planner Leo Salazar presented the staff report and recommended approval of the project. The Notice of Hearing and Affidavit of Publication are on file with the Clerk of the Board.

The public hearing was opened, at which time no one spoke for or against the matter, and the public hearing was closed.

By motion made, seconded (Hawes/Baugh), and unanimously carried, the Board of Supervisors took the following actions regarding Zone Amendment No. 06-026, Harvinder Birk, Palo Cedro area:

1. Adopted the CEQA determination of a negative declaration with the findings as specifically set forth in Planning Commission Resolution No. 2007-026;
2. Adopted the rezoning findings as specifically set forth in Planning Commission Resolution No. 2007-026; and
3. Introduced and waived the reading of an ordinance approving Zone Amendment No. 06-026, as requested.

(See Zoning Ordinance Book)

10:22 a.m.: Supervisor Hawes recused himself due to his association with wetlands projects, and he left the room.

ZONE AMENDMENT NO. 07-003
CLARUM HOMES
COTTONWOOD AREA

This was the time set to conduct a public hearing and consider the request to approve Zone Amendment No. 07-003, Clarum Homes, which would rezone approximately 139 acres in the Cottonwood area from a Planned Development (PD) District to a Planned Development (PD) District subject to certain conditions. Resource Management Project Planner Joe Hunter presented the staff report and recommended approval of the project. The Notice of Hearing and Affidavit of Publication are on file with the Clerk of the Board.

The public hearing was opened, at which time Sharrah, Dunlap, Sawyer, Inc. Landscape Architect Erick Carlson offered to answer any questions.

No one else spoke for or against the proposal, and the public hearing was closed.

By motion made and seconded (Baugh/Hartman), and unanimously carried, the Board of Supervisors took the following actions regarding Zone Amendment No. 07-003, Clarum Homes, Cottonwood Area:

1. Adopted the CEQA determination of a mitigated negative declaration with the findings as specifically set forth in the Planning Commission Resolution No. 2007-024;
2. Adopted the rezoning findings as specifically set forth in Planning Commission Resolution No. 2007-024; and
3. Introduced and waived the reading of an ordinance approving Zone Amendment No. 07-003, as requested.

(See Zoning Ordinance Book)

10:27 a.m.: The Board of Supervisors adjourned.

Chairman

ATTEST:

LAWRENCE G. LEES
Clerk of the Board of Supervisors

By _____
Deputy