

October 2, 2018

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**SHASTA COUNTY BOARD OF SUPERVISORS**

Tuesday, October 2, 2018

**REGULAR MEETING**

9:00 a.m.: Chairman Baugh 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 Moty  
District No. 3 - Supervisor Rickert  
District No. 4 - Supervisor Morgan  
District No. 5 - Supervisor Baugh

County Executive Officer - Larry Lees  
County Counsel - Rubin E. Cruse, Jr.  
Administrative Board Clerk - Trisha Boss  
Administrative Board Clerk - Kristin Gulling-Smith

**INVOCATION**

Invocation was given by Pastor Murray Miller, Seventh-Day Adventist Church.

**PLEDGE OF ALLEGIANCE**

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

**REGULAR CALENDAR**

**BOARD MATTERS**

**OCTOBER 2018 EMPLOYEE OF THE MONTH**

HEALTH AND HUMAN SERVICES AGENCY  
CLINICAL PROGRAM COORDINATOR, BRIAN ABBOTT  
RESOLUTION NO. 2018-094

At the recommendation of Health and Human Services Agency-Children's Services Branch Director Dianna Wagner, and by motion made, seconded (Moty/Rickert), and unanimously carried, the Board of Supervisors adopted Resolution No. 2018-094 which recognizes Shasta County Health and Human Services Agency, Clinical Program Coordinator, Brian Abbott as Shasta County's Employee of the Month for October 2018.

(See Resolution Book No. 61)

PROCLAMATION: DYSLEXIA AWARENESS MONTH  
OCTOBER 2018

At the recommendation of Supervisor Rickert and by motion made, seconded (Rickert/Moty), and unanimously carried, the Board of Supervisors adopted a proclamation which designates October 2018 as "Dyslexia Awareness Month" in Shasta County. Lisa Riggs was present to give a brief presentation and accept the proclamation.

PROCLAMATION: FIRE PREVENTION WEEK  
OCTOBER 7-13, 2018

At the recommendation of Supervisor Morgan and by motion made, seconded (Morgan/Rickert), and unanimously carried, the Board of Supervisors adopted a proclamation which designates October 7-13, 2018, as "Fire Prevention Week" in Shasta County. Shasta County Fire Warden Mike Hebrard was present to give a brief presentation and accept the proclamation.

**PRESENTATIONS**

ROCKY POINT CHARTER SCHOOL

Darla Bandsma gave a presentation regarding support received for Rocky Point Charter School students affected by the Carr Fire. Director of Rocky Point Charter School Shawna Norris thanked Ms. Bandsma for her hard work and explained how the funds donated to the school will be used.

**PUBLIC COMMENT PERIOD - OPEN TIME**

Jeanette Hernandez spoke regarding the rebuilding process in Keswick due to the Carr Fire.

Douglas Major spoke regarding building code requirements for the Carr Fire Victims.

Chelsea Irvine, Public Information Officer for the Small Business Administration (SBA) Office of Assistance, gave an update on services being offered to fire victims.

In response to questions by Supervisor Morgan, Ms. Irvine stated that she will be reaching out to the media to provide them with accurate and up to date information regarding services available for fire victims.

In response to questions by County Executive Officer Larry Lees, Ms. Irvine stated that the deadline to file with the Federal Emergency Management Agency (FEMA) is October 3, 2018. She encouraged everyone to come in and apply even if it is past the deadline.

CEO Lees stated Friday, September 28, 2018, a press release went out, and a letter was sent to individual property owners from the Damage Inspection Information report regarding the deadline to sign up with FEMA. He stated there has been confusion with differences between the California Office of Emergency Services (CalOES) and FEMA. CalOES has not included the Delta Fire in their disaster area yet, so CalOES is not currently offering services to Delta Fire victims. An amendment has been requested to include the Delta fire. Assistance is available through FEMA for Delta Fire victims.

In response to questions by Supervisor Morgan, Ms. Irvine stated that the Disaster Recovery Center will be moving from the old Kmart building on Hilltop Drive on Friday, October 5, 2018. It has not yet been determined where the new location will be.

Monique Welin spoke regarding mental illness issues in Shasta County.

### **ITEMS PULLED FROM CONSENT CALENDAR**

Chairman Baugh noted that the item regarding the “Guardrail Repair (On-System Roadways) Project,” Contract No. 704010 ON-SYS, had been pulled from the agenda by the department. Supervisor Moty thanked the Probation Department for their work in getting a Juvenile Officer in the Gateway School District.

### **CONSENT CALENDAR**

By motion made, seconded (Morgan/Rickert), and unanimously carried (except for the Limited Density Owner-Built Rural Dwellings Ordinance, where Supervisor Moty abstained

from the vote), the Board of Supervisors took the following actions, which were listed on the Consent Calendar:

Approved the minutes of the meeting held on September 18, 2018, as submitted. (Clerk of the Board)

As introduced on September 18, 2018, adopted Ordinance No. SCC 2018-03 enacting Chapter 16.10, Regulations for Limited Density Owner-Built Rural Dwellings, of the Shasta County Code. Supervisor Moty abstained from the vote due to being absent at the meeting when the ordinance was introduced and discussed. (Clerk of the Board)  
(See County Code Ordinance Book)

Appointed Gary Mitchell to the Millville Masonic and Odd Fellows Cemetery District Board of Trustees for an unexpired term to March 31, 2020. (Clerk of the Board)

Approved the appointments in-lieu of election for 34 board of directors candidates and six vacant offices in 19 special districts as listed on the Certified List of Qualified Special District Candidates. (County Clerk/Elections)

Approved and authorized the Chairman to sign a retroactive renewal agreement with Cascades Management, Inc., dba Ridgeview Residential Care Home in an amount not to exceed \$2,014,800 to provide adult residential care home services for the period July 1, 2018 through June 30, 2021. (Health and Human Services Agency- Adult Services)

Approved and authorized the Chairman to sign a retroactive renewal agreement with Kathaleen Waltz, dba LeBrun Adult Residential Care Facility in an amount not to exceed \$750,000 to provide enhanced residential care home services for the period July 1, 2018 through June 30, 2021. (Health and Human Services Agency- Adult Services)

Approved and authorized the Chairman to sign a retroactive renewal Memorandum of Understanding with Partnership HealthPlan of California with no compensation to coordinate Medi-Cal managed care in Shasta County for the period June 1, 2018 through June 30, 2023. (Health and Human Services Agency- Business and Support Services)

Adopted Resolution No. 2018-095 which: Repeals Resolution 2018-065; approves the Health and Human Services Agency (HHSA) – Regional Services Branch to submit and the HHSA Director Donnell Ewert, or the Regional Services Branch Director, Melissa Janulewicz, to sign the grant application in the amount of \$200,000 to provide Homeless Prevention and Rapid Rehousing assistance to homeless individuals and families in Shasta County for the period March 1, 2019, through July 31, 2021; and approves and authorizes the Chairman of the Board of Supervisors or the Vice Chairman of the Shasta County Board of Supervisors to sign and date the grant agreement, any subsequent amendments, and any other documents related to the agreement. (Health and Human Services Agency-Regional Services)

(See Resolution Book No. 61)

Took the following actions: Approved and authorized the Chairman to sign Amendment Number 2 to the Standard Agreement with the California Department of Community Services and Development (CSD) for Community Services Block Grant (CSBG) funding which increases funding by \$40,000 (for a new total of \$377,945) for the purpose of providing services to persons living in poverty and retain the term January 1, 2018, through May 31, 2019; authorized the Director of the Department of Housing and Community Actions Programs (Director) to sign all required CSBG program reports and budgets, including the Certification Regarding Lobbying; authorizes the Director to sign additional amendments to increase compensation to a total amount not to exceed \$500,000, so long as they do not change the original intent of the agreement and otherwise comply with Administrative Policy 6-101, Shasta County Contracts Manual; and authorizes and directs the Director to act on behalf of the County in all matters pertaining to this agreement. (Housing and Community Action Programs)

Took the following actions: Approved and authorized the Chairman to sign a retroactive revenue agreement with Gateway Unified School District in an amount not to exceed \$112,000 to provide a Juvenile Prevention Officer for the period August 10, 2018 through June 30, 2019; adopted Salary Resolution No. 1535, effective October 14, 2018, amending the Shasta County Position Allocation List to add 1.0 Full Time Equivalent Deputy Probation Officer III to the Probation budget; and approved a budget amendment increasing appropriations and revenue by \$112,000 in the Fiscal Year 2018-19 Probation budget. (Probation)

Approved and authorized: The Chairman to sign an evergreen subscription agreement, effective upon the date the service is activated, with Visual Computer Solutions, Inc., (VCS) for the annual cost of \$2,475 and a one-time training package cost of \$2,500 (for a total year one cost of \$4,975) for a Correctional Officer Scheduling System; and the County Executive Officer or his designee to sign future amendments, including retroactive, to the subscription agreement so long as the annual compensation to VCS does not exceed \$50,000, the documents are in substantially similar form to these documents, and the documents are processed through County Counsel, Risk Management, and County Information Technology. (Probation)

Adopted Resolution No. 2018-096 which recognizes that the circumstances and factors that led to the September 11, 2018 ratification of a local emergency proclamation due to the wildland fire identified as the "Delta Fire" have not been resolved and that there is a need for continuation of the local emergency proclamation. (Sheriff)

(See Resolution Book No. 61)

Approved and authorized the Chairman to sign a retroactive amendment, effective July 1, 2018, to the lease agreement with Peloria Bridge Bay LLC, extending the term by six months to December 31, 2018, reflecting the correct ownership, and setting the rent for the extended term at \$2,268.79 per month. (Sheriff)

Approved and authorized the Public Works Director to sign a Notice of Completion for the “Benson Drive at Spring Creek Bridge Deck Replacement Project,” Contract No. 704015, and record it within 15 days of actual completion of the work. (Public Works)

Took the following actions regarding the “Guardrail Repair (Off-System Roadways) Project,” Contract No. 704010 OFF-SYS: Adopted a California Environmental Quality Act (CEQA) determination of a Statutory Exemption, Section 15269 “Emergency Project”; approved plans and specifications and directed the Public Works Director to advertise for the bids; and authorized the opening of bids on or after October 26, 2018, at 11 a.m. (Public Works)

Took the following actions regarding the “Soda Creek Road at Soda Creek Bridge Replacement Project,” Contract No. 705928: Approved and authorized the Chairman to sign a Right of Way Contract with Shasta Cascade Timberlands LLC (0.19 acres at \$1,900) and a Temporary Construction Easement (0.39 acres at \$150); and accepted an Easement Deed conveying the project right-of-way parcel. (Public Works)

Took the following actions for the Sonora Trail Permanent Road Division (PRD) (Bella Vista area): Received the Petition for Addition of a Parcel to the Sonora Trail Permanent Road Division; received the Consent and Waiver to Assess Annual Parcel Charge; and adopted Resolution No 2018-097 amending the boundary of the PRD. (Public Works)

(See Resolution Book No. 61)

Approved and accepted the Transit Asset Management (TAM) Plan prepared by the Redding Area Bus Authority (RABA) and concurred with recommendations in the TAM Plan. (Public Works)

Approved a budget amendment increasing appropriations, offset by the use of fund balance, in each of the following budgets: Building Division; Planning Division; and Environmental Health Division for the remaining TRAKiT software purchase. (Resource Management)

Adopted Resolution No. 2018-098 which approved and authorized the Chairman to sign an agreement with the California Department of Forestry and Fire Protection, in an amount not to exceed \$19,919 (including dollar for dollar County matching funds for a total of \$39,838) for the purchase of wildland fire and structural fire personal protective equipment for the period from the date of signing through June 30, 2019. (County Service Area No. 1-County Fire)

(See Resolution Book No. 61)

## **REGULAR CALENDAR, CONTINUED**

### **GENERAL GOVERNMENT**

**ADMINISTRATIVE OFFICE/BOARD OF SUPERVISORS**

**LEGISLATIVE UPDATE/SUPERVISORS' REPORTS**

County Executive Officer (CEO) Larry Lees presented an update on specific legislation of importance to Shasta County, including a letter in support of HR 6007 *"Restoring Access to Public Lands Act"* (LaMalfa).

By motion made, seconded (Rickert/Morgan), and unanimously carried, the Board of Supervisors approved and authorized the Chairman to sign a letter in support of HR 6007 *"Restoring Access to Public Lands Act"* (LaMalfa).

Supervisor Morgan recently attended the Rural County Representative of California and Youth Violence Prevention Coordinating Council meetings.

Supervisor Kehoe invited Alisha Rowlands to make a public comment.

Alzheimer's Association Community Engagement Manager Alisha Rowland spoke regarding the effect Alzheimer's has on the community. She stated that the Walk to Fight Alzheimer's is the association's largest annual fundraisers. Shasta County recently celebrated the eighth annual walk.

Alzheimer's Volunteer Chair Mary Boyes spoke regarding her experience with the Walk to Fight Alzheimer's and the positive impact it has on the community.

Supervisor Moty recently attended the California State Association of Counties meeting.

Supervisor Rickert recently attended the Northern California Water Association Governing Board meeting.

Supervisor Baugh recently attended Rural County Representative of California meeting.

Supervisors reported on issues of countywide interest.

**AUDITOR-CONTROLLER**

**ADMINISTRATIVE OFFICE**

**ADMINISTRATIVE MANUAL**

POLICY RESOLUTION NO. 2018-03

Auditor Controller Brian Muir presented the staff report on the updates to the Debt Management policy.

By motion made, seconded (Moty/Kehoe), and unanimously carried, the Board of Supervisors Adopted Policy Resolution No. 2018-03 to revise Administrative Manual, Policy 2-501, Shasta County Debt Management Policy.

(See Policy Resolution Book)

**PUBLIC WORKS**COUNTY SERVICE AREA NO. 25-KESWICK WATER  
ANNEXATION WITH SHASTA CSD

Public Works Director Pat Minturn presented the staff report. He explained that, due to the Carr Fire, County Service Area (CSA) No. 25-Keswick only has 27 customers. About half of these customers have chosen to keep water active on their property. He stated he met with the Community Advisory Board and discussed the idea of combining Shasta Community Service District (CSD) and CSA No. 25-Keswick. both areas have lost customers due to the Carr Fire. Mr. Minturn recommended bringing the two water systems together. He explained that funding is available to connect them due to the location being in the disaster area.

Supervisor Moty stated that he spoke with the General Manager of the Shasta CSD and sat in on a meeting with CSA No. 25-Keswick, and everyone involved was agreeable to bringing the two water districts together. Supervisor Moty stated he feels this would be a good solution to the current situation.

County Counsel Rubin E. Cruse, Jr. explained that if the Board moved forward with the direction proposed, the Local Agency Formation Commission will be required to approve the process. If the Board moves in that direction, County Counsel will work with everyone involved for the best options for both districts involved.

In response to questions by Supervisor Rickert, Mr. Minturn stated he believes that after the lots in the Keswick area are cleared, they will be viewed as viable.

By motion made, seconded (Moty/Kehoe), and unanimously carried, the Board of Supervisors, on behalf of County Service Area (CSA) No. 25-Keswick Water, directed the Public Works Director to enter into interconnection and annexation discussions with Shasta Community Services District.

WEST CENTRAL LANDFILL HYDROSEEDING



**BID ACCEPTANCE**

Public Works Director Pat Minturn presented the staff report regarding the West Central Landfill Hydroseeding project. Mr. Minturn explained that Marina Landscape, Inc., protested the low bidder Pronesti Environmental, Inc., on the basis that they did not have the proper license. He stated he communicated with the State Licensing Board, which confirmed that the licensing requirements were not met by Pronesti Environmental, Inc., and the State Licensing Board supports the protest.

In response to questions by Supervisor Moty, Mr. Minturn stated that if it was a multi-item project the licensing would have been sufficient.

By motion made, seconded (Moty/Morgan), and unanimously carried, the Board of Supervisors took the following actions regarding the West Central Landfill Hydroseeding project: Acknowledged the bid protest from Marina Landscape, Inc.; rejected the bid from Pronesti Environmental, Inc. as nonresponsive based on failure to meet the licensing requirements of the Notice to Bidders; and awarded the contract for the “West Central Landfill Erosion Control Hydroseeding,” Contract No. 207519, to the lowest responsive and responsible bidder, Marina Landscape, Inc., on a unit cost basis, in the amount of \$101,160.

**CLOSED SESSION ANNOUNCEMENT**

Chairman Baugh announced that the Board of Supervisors would recess to a Closed Session to take the following actions:

Confer with legal counsel to discuss existing litigation entitled *Everett Jewett, et al. v. County of Shasta, and Kevin Kubisch v. County of Shasta*, pursuant to Government Code section 54956.9, subdivision (d), paragraph (1); and

Confer with its Labor Negotiators, County Executive Officer Larry Lees, and Personnel Director Angela Davis to discuss the following employee organizations: Shasta County Deputy Sheriffs’ Association – Deputy Sheriffs, Sergeant, and District Attorney Investigator Unit, pursuant to Government Code section 54957.6.

10:43 a.m.: The Board of Supervisors recessed to Closed Session.

11:47 a.m.: The Board of Supervisors returned from Closed Session and reconvened in Open Session with all Supervisors, County Executive Officer/Clerk of the Board Larry Lees, and County Counsel Rubin E. Cruse, Jr. present.

**REPORT OF CLOSED SESSION ACTIONS**

County Counsel Rubin E. Cruse, Jr. reported that the Board of Supervisors met in Closed Session to discuss existing litigation and labor negotiations; however, no reportable action was taken.

11:47 a.m.: The Board of Supervisors adjourned.

\_\_\_\_\_  
Chairman

ATTEST:

LAWRENCE G. LEES  
Clerk of the Board of Supervisors

By \_\_\_\_\_  
Deputy