



# Lassen County

## Meeting Agenda

### Board of Supervisors

**LASSEN COUNTY SUPERVISORS:**  
**DISTRICT 1 - BOB PYLE-CHAIRMAN; DISTRICT 2 - JIM CHAPMAN; DISTRICT 3 - JEFF HEMPHILL;**  
**DISTRICT 4 - AARON ALBAUGH; DISTRICT 5 - TOM HAMMOND**

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Tuesday, October 13, 2015

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### ADDRESSING THE BOARD

\*Any person desiring to address the Board shall first secure permission of the presiding officer.

\*Speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular Agenda item. Cards are available on the table by the door and shall be completed and presented to the Clerk in advance of speaking.

\*Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

\*As required by Govt. Code Section 54957.5, any public record distributed to the Board of Supervisors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, 220 S. Lassen St., Suite 5, Susanville CA 96130. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the office of the Clerk of the Board.

\* Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the County Clerk of the Board's Office three full business days prior to the meeting at (530) 251-8217.

\*Next Resolution in line for adoption: No. 15-055.

THE BOARD OF SUPERVISORS MAY RECESS AT 11:45 AM AND RECONVENE AT 1:30 PM.

THE BOARD MAY HOLD CLOSED SESSION AS THE AGENDA SCHEDULE PERMITS.

#### A. 9:00 A.M. CALL TO ORDER

1. PUBLIC COMMENT (Suggested for addressing items to be considered under Closed Session)
2. CLOSED SESSION

#### ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- 1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9 (if needed).
- 2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Pettersen vs. Nielsen, Lassen Works, and Lassen County Board of Supervisors, Lassen Superior Court Case # 59089.
- 3) Employee performance evaluation: County Administrative Officer (CAO) Richard Egan.

**B. 9:30 A.M. OPENING CEREMONIES****Pledge of Allegiance and Invocation**

1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION
2. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS
3. PUBLIC COMMENTS
4. UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)

**C. PUBLIC HEARINGS**

These matters are scheduled at the time stated, and will be heard by the Board as close to the time stated as possible.

- 1                    10:15 a.m.: PUBLIC HEARING - COUNTY COUNSEL  
SUBJECT: Resolution of Application to Lassen County Local Agency Formation Commission (LAFCo) for formation of Southern Cascades Community Service District.  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Conduct Public Hearing and either 2) adopt Resolution of Application, or 3) provide direction to staff.

Attachments:      [LAFCo resolution](#)

- 2                    10:30 a.m.: PUBLIC HEARING - PLANNING AND BUILDING SERVICES - RAQUEL TRUST REZONE  
SUBJECT: Rezone and Agricultural Preserve #2015-013, Paul and Sherilyn Raquel Trust: Rezone of lands within Lassen County into an Agricultural Preserve Combining District, in order to facilitate an application for a new land conservation (Williamson Act) contract. If approved, the rezone and contract would affect approximately 480 acres of contiguous and non-irrigated (dry) land. The project is exempt from CEQA under Section 15317 (class 17) of the Guidelines, and is located approximately 8.3 miles North East of Madeline CA and lies 2 miles North of Ash Valley Rd., APN(s) 007-100-12, 007-100-13, 007-140-10 and 007-140-11.  
FISCAL IMPACT: Potential for loss of tax revenue if Williamson Act Contract offered.  
ACTION REQUESTED: 1) Receive the Planning Commission's recommendation on rezoning (Resolution 9-03-15); and  
2) Conduct a public hearing pursuant to County Code Section 18.124.050 (Procedures for Precise Zoning and Amendments); and  
3) Introduce and adopt, by title only, an Ordinance implementing the rezone of the 480 acres of property from U-C-2 to U-C-2-A-P; and  
4) Receive and consider the Land Conservation Committee recommendation

on the establishment of an agricultural preserve; and

5) Adopt resolution establishing an agricultural preserve and authorize the execution of a Williamson Act Contract; or

6) Alternatively the Board could determine that the lands are not suitable for the purpose of establishing a Williamson Act Contract and deny the applications.

Attachments: [BOS 10-13-15 Raquel Rezone](#)

**3**

10:45 a.m.: PUBLIC HEARING - PLANNING AND BUILDING SERVICES DEPARTMENT - PLANNING

SUBJECT: Public hearing to consider the adoption of a resolution, on behalf of the Spalding Community Services District, amending fire capital impact fees on new developments within the District's boundaries (File #530.02.07). FISCAL IMPACT: No impact to General Fund.

ACTION REQUESTED: 1) Consider the increase in fire capital improvement fees. 2) Adopt a resolution approving the fees.

Attachments: [BOS10-13-15SpaldingFees](#)

#### **D. MATTERS SET FOR TIME CERTAIN**

These matters have been set at the time stated to accommodate the participants, and will be heard by the Board as close to the time stated as possible.

10:25 a.m.: RECESS

#### **E. STUDY SESSION**

#### **F. BOARDS AND COMMISSIONS**

#### **G. INFORMATION/CONSENT CALENDAR**

These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item

ADMINISTRATIVE SERVICES

**1**

HONEY LAKE VALLEY RECREATION AUTHORITY

SUBJECT: Ratification of an Amendment to the Joint Powers Agreement Creating the Honey Lake Valley Recreation Authority.

FISCAL IMPACT: Amendment Change in contributions of \$200,000 annually for 15 years to reflect the agreed upon \$200,000 for the 2013/2014 - 2015/2016 fiscal years; \$1.1 million for the 2015/2016 fiscal year, and \$80,000 for the remaining term of the agreement from 2016/2017 - 2028/2029 fiscal years.

ACTION REQUESTED: Authorize the Chairman to sign the Amendment.

Attachments: [HLVRA AMEND 001](#)

## COUNTY CLERK-RECORDER

- 2 MINUTES  
SUBJECT: Minutes of September 15, 2015.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: [Minutes Sept152015](#)

## HEALTH AND SOCIAL SERVICES

- 3 BEHAVIORAL HEALTH  
SUBJECT: Behavioral Health Advisory Board By-Laws.  
FISCAL IMPACT: There is no impact to County General Fund. Funds have been designated in the FY 15/16 Mental Health budget Fund #110-0751 for the support of Behavioral Health Advisory Board activities.  
ACTION REQUESTED: Approve.

Attachments: [BOS BH BHAB Bylaws](#)

- 4 BEHAVIORAL HEALTH  
SUBJECT: Substance Use Disorder Services Contract Amendment.  
FISCAL IMPACT: There is no impact to County General Fund. This is a revenue Agreement.  
ACTION REQUESTED: 1) Approve Amendment A02 to Standard Agreement #14-90065 with the Department of Health Care Services for Substance Use Disorder services for a net negotiated multi-year total revenue amount of \$1,523,725, and 2) authorize the County Administrative Officer to execute the Agreement amendment documents.

Attachments: [BOS BH Substance Use Disorder Contract Amendment](#)

- 5 GRANTS & LOANS  
SUBJECT: Travel authorization for Program Manager Jenna Aguilera to attend the National Development Council's Real Estate Finance course, November 15 -21, 2015 in Philadelphia, PA. The total estimated cost is approximately \$3,164.65.  
FISCAL IMPACT: Funds were budgeted in Fund #112 in FY 2015/2016 for this purpose.  
ACTION REQUESTED: Approve.

Attachments: [BOS GLD Travel Request](#)

## PRISON TRIAL COSTS

- 6 PRISON TRIAL COSTS REIMBURSEMENT PROGRAM ITEMS  
SUBJECT: Recap of CCC Prison and High Desert State Prison Trials Cost Reimbursement Billing for July and August 2015 and for July 2014 through June 2015.  
FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial 101315](#)

## PUBLIC WORKS DEPARTMENT

- 7 PUBLIC WORKS  
SUBJECT: Use of Historic Lassen County Courthouse Courtroom.  
FISCAL IMPACT: Revenue in the amount of \$126 to Fund 100-0221 to offset the expenses for the operational costs.  
ACTION REQUESTED: Request be approved with the condition that specific dates are provided and not derived from someone else's use dates.  
Authorize Director of Public Works to approve.

Attachments: [Courtroom](#)

- 8 ROAD  
SUBJECT: Bid Award: Tires.  
FISCAL IMPACT: Funding is budgeted within the Road Budget, Fund 122-1221. Estimated annual cost of \$60,000.  
ACTION REQUESTED: Award bid for tires for the period of November 1, 2015 through October 31, 2016 for the Public Works Department (Road Division), to Carlson's Tire Pros and Auto, Susanville, CA, the lowest bidder meeting specifications.

Attachments: [Tires](#)

- 9 ROAD  
SUBJECT: Bid Award: Mapes Bridges 7C-01 and 7C-02 Replacement Project.  
FISCAL IMPACT: Funding is available in the approved FY 2015/16 Road Construction Budget 122-222 where a total of \$3,774,690 was budgeted for these projects. Federal Highway Bridge Program (HBP) funding is available on a 100% reimbursable basis.  
ACTION REQUESTED: 1) Award the bid to Hat Creek Construction and Materials, Inc. in the amount of \$2,832,759 and authorize the Public Works Director to sign the Agreement. 2) Authorize Public Works Director to enter into change orders up to the amount of \$425,000 (approximately 15%) for a total not -to-exceed amount of \$3,257,759, if required.

Attachments: [Mapes Bridges-Bid Award](#)

- 10 ROAD  
SUBJECT: Surplus 1986 Ford F250 Truck (P-9) to Lassen County Waterworks District.  
FISCAL IMPACT: \$200 revenue to the Road Budget, Fund 122-1221.  
ACTION REQUESTED: Authorize the Public Works Department to surplus a 1986 Ford F250 Truck (P-9) to Lassen County Waterworks District 1.

Attachments: [Surplus truck](#)

## MISCELLANEOUS CORRESPONDENCE ITEMS

- 11** ACTION REQUESTED: Receive and file the following correspondence:
- a) Lassen County Architectural Review Committee meeting agenda for September 23, 2015.
  - b) Honey Lake Valley Resource Conservation District (HLVRCD) Special Meeting agenda for September 23, 2015, regular meeting agenda for September 23, 2015 and Special Meeting agenda for September 30, 2015 and HLVRCD Water Master Advisory Committee (WAC) meeting agenda for October 8, 2015 and WAC minutes of August 13, 2015.
  - c) Eagle Lake Interagency Board of Directors Special Meeting Agenda for October 1, 2015.
  - d) Honey Lake Valley Recreation Authority Governing Board meeting agenda for October 6, 2013.
  - e) Susanville City Council meeting agenda for October 7, 2015.
  - f) Lassen County Planning Commission Special Meeting agenda for October 7, 2015.

Attachments: [Misc corres](#)

**H. DEPARTMENT REPORTS**

## ITEM REMOVED FROM AGENDA

- 1** This item has been removed from the agenda.

## PLANNING AND BUILDING SERVICES

- 2** PLANNING  
SUBJECT: Amendment to Paladin Data Systems contract in the amount of \$11,275 to support Geographic Information System capabilities and licensing for five additional users for SmartGov Permit Tracking System.  
FISCAL IMPACT: Amendment budgeted for in FY 2015/2016 budget; 100-0681.  
ACTION REQUESTED: 1) Approve 1st amendment to Paladin Contract. 2) Provide direction to Staff.

Attachments: [BOS 10-13-15ContractAmend1](#)

- 3** SURVEYOR  
SUBJECT: Resolution appointing Don E. Willis as the County Surveyor in accordance with the requirements of Lassen County Code Chapter 2.16.  
FISCAL IMPACT: Position budgeted in FY 2015/2016 Budget, 100-0331.  
ACTION REQUESTED: Adopt resolution.

Attachments: [BOS 10-13-15 Surveyor Final](#)

## COUNTY ADMINISTRATIVE OFFICE

- 4** PURCHASING POLICY

SUBJECT: Exception to the County Purchasing Policy Section 4 to increase the County Administrative Officer authorization level for total purchases, per vendor, per fiscal year, per department for the 2015/2016 Fiscal Year.

FISCAL IMPACT: Expenditures cannot exceed the appropriation limit in the adopted annual budget for Fiscal Year 2015/2016.

ACTION REQUESTED: 1) Approve an exception to the County Purchasing Policy, Section 4, to increase the County Administrative Officer approval authority, total purchases, per vendor, per fiscal year, per department, costing over \$25,000 purchasing limit from specifically identified vendors but not in an amount to exceed the County's adopted 2015/2016 budget, including 2) authorizing the County Administrative Officer to delegate his authority to a Department Head to approve claims from those vendors.

Attachments: [PURCH\\_001](#)

5

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

**I. CORRESPONDENCE**

**J. AGENDA ADDENDUM**

**2015 MEETINGS:**

October 20, 2015 – 9:00 a.m. – Board Meeting  
October 27, 2015 – 9:00 a.m. – Board Meeting  
November 3, 2015 – No Board Meeting  
November 10, 2015 – 9:00 a.m. – Board Meeting  
November 17, 2015 – 9:00 a.m. – Board Meeting  
November 24, 2015 – 9:00 a.m. – Board Meeting  
December 1, 2015 – No Board Meeting  
December 8, 2015 – 9:00 a.m. – Board Meeting  
December 15, 2015 – 9:00 a.m. – Board Meeting  
December 22, 2015 – 9:00 a.m. – Board Meeting  
December 29, 2015 – No Board Meeting

**2016 MEETINGS:**

January 5, 2016 – No Board Meeting  
January 12, 2016 – 9:00 a.m. – Board Meeting  
January 19, 2016 – 9:00 a.m. – Board Meeting  
January 26, 2016 – 9:00 a.m. – Board Meeting  
February 2, 2016 – No Board Meeting  
February 9, 2016 – 9:00 a.m. – Board Meeting  
February 16, 2016 – 9:00 a.m. – Board Meeting  
February 23, 2016 – 9:00 a.m. – Board Meeting  
March 1, 2016 – No Board Meeting  
March 8, 2016 – 9:00 a.m. – Board Meeting  
March 15, 2016 – 9:00 a.m. – Board Meeting  
March 22, 2016 – 9:00 a.m. – Board Meeting  
March 29, 2016 – No Board Meeting  
April 5, 2016 – No Board Meeting  
April 12, 2016 – 9:00 a.m. – Board Meeting  
April 19, 2016 – 9:00 a.m. – Board Meeting  
April 26, 2016 – 9:00 a.m. – Board Meeting

**ADJOURNMENT**