

**MINUTES
BOARD OF SUPERVISORS
GLENN COUNTY, CALIFORNIA**

Tuesday, June 17, 2003

The Chairman called a duly noticed informal meeting of the Board of Supervisors and the Management Team to order at 8:20 a.m., in the Board of Supervisors Conference Room at 526 West Sycamore Street, Willows, with Board members as follows:

Present: Supervisors Freeman, Hansen, McGowan and Bungarz (Chairman)
Absent: Supervisor Sprague

Also Present: Belinda Blacketer, County Counsel
Debbie Lambert, Deputy Clerk

1. **Management Council/Supervisors**

Matter: Informal session with the County Department Heads to receive reports and updates on departmental activities.

- Proceedings:
- a. Supervisor Bungarz advised that the Development of Psychiatric Unit Ad hoc Committee has changed its focus to supporting the hospital, that Bill Casey is working on acquiring swing beds for the Acute Care wing, and that the new administrator is John Rinset.
 - b. Personnel Director John Greco advised that PERS is proposing a 18.8% average increase for Health benefits, and that some of the proposed benefit changes are larger deductibles and a 5 year versus 2 year time span before an agency who quits CalPERS for other health benefits can rejoin.
 - c. Health Services Agency Director Mike Cassetta advised that funding for the Drug & Alcohol Program has shifted to Drug Court, which limits the treatment to people off the street.
 - d. Administrative Representative Kim Gaghagen advised that Federal Aviation Authority (FAA) denied the Willows Airport Development Plan, that further work would be done on it, and spoke regarding present leases at the Orland Airport; also advised that the budget is still out \$500,000, that approximately \$300,000 will be recaptured at the end of the fiscal year, and additional hearings may be held to consider discretionary items within the budget.
 - e. Agricultural Commissioner Ed Romano advised that the final report "Watershed Strategy & Stewardship Program" dated May 31, 2003, is completed.
 - f. The Chairman adjourned the meeting at 8:56 a.m.

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:04 a.m., with members as follows:

Present: Supervisors Freeman, Hansen, McGowan, Sprague and Bungarz (Chairman)

Also Present: Belinda Blacketer, County Counsel
Sandra Pergson, Deputy Clerk

THE PLEDGE OF ALLEGIANCE WAS RECITED

9:11 a.m. – County Counsel Belinda Blacketer Left the Meeting

1. **Minutes**

Matter: Approve Minutes of June 3, 2003, with correction to Minute Order 6 of June 3, 2003 to reflect terms of those appointed to the Glenn County Planning Commission as follows:

| District | Appointee | Term |
|------------|---------------|-------------------------------|
| District 1 | Brian Leach | July 1, 2003 to June 30, 2005 |
| District 3 | John Amaro | July 1, 2003 to June 30, 2005 |
| District 5 | Eric Larrabee | July 1, 2003 to June 30, 2005 |

Motion/Second: Supervisor Freeman/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous.

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2. **Unscheduled Matters**

Matter: Receive comments from the audience, staff and Board members, and if deemed necessary, refer the subject matter to the appropriate department for follow-up and/or schedule the matter on a subsequent Board agenda.
Proceedings: a. Reports and issues were discussed by Supervisors.

9:11 a.m. – County Counsel Belinda Blacketer Re-Entered the Meeting

b. Rick Nunes, Fleet Operations Manager, advised that the District Attorney's Office is in need of a vehicle, and that he has a vehicle he will remove from the fleet to give to the District Attorney.

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".
Motion/Second: Supervisor Freeman/Supervisor McGowan
Order: Approve Consent as set forth in Attachment "A"
Vote: Unanimous.

4. **Retirement Resolution - Public Works**

Also Present: Doug Holvik, Public Works Director
Bob Johnson, Deputy Director, Public Works Operations
Eugene "Gene" H. Reese, Public Works Maintenance Worker IV
Matter: Recommendation of Public Works Director Doug Holvik to adopt and present Resolution 2003-69 "*In Honor and Appreciation of Eugene "Gene" H. Reese*" on his retirement of over forty years with Glenn County.
Proceedings: The Chairman presented Resolution 2003-69 to Mr. Reese; thereafter Bob Johnson spoke and advised of a retirement party for Mr. Reese on June 26th at 5:00 p.m., at Ord Bend Park
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Adopt Resolution 2003-69
Vote: Unanimous.

5. **Contract- SBC for Long Distance Service**

Also Present: Debbie Newman, Assistant Director of Finance
Matter: Recommendation of Director of Finance Don Santoro to:
a. Execute a three year Contract with SBC for long distance service for a minimum annual commitment of \$600.00, with the best rates available on a three year contract; and
b. Mandate all county departments to participate in contract.
Motion/Second: Supervisor Freeman/Supervisor McGowan
Order: Approve matters as set forth in (a) and (b) above
Vote: Unanimous.

6. **Electronic Benefit Transfer**

Also Present: Robyn Krause, Human Resource Agency Chief Deputy Director
Scott Gruendl, Human Resource Agency Deputy Director
Matter: Presentation concerning Electronic Benefit Transfer (EBT) for cash assistance option in order to support the movement of public assistance recipients to self-sufficiency, to lessen the stigma associated with the receipt of public benefits, and to avoid duplication of workload at a later date. The conversion to electronic benefit transfer cards is scheduled to be completed on November 1, 2003.
Proceedings: a. Mrs. Krause reviewed the new food stamp card program, to become effective on November 1, 2003, advised that new recipients will start receiving cards earlier than existing recipients, and that cash warrants will be on the new card program;
b. Discussion was held regarding the security of the new cards as well as the privacy of the recipients, how new machines that participating retailers will need may be installed within County to accommodate cards, and that the State will pay for this program.

The Chairman Adjourned to the Glenn County Board of Equalization

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7. **Equalization, Board of**

Matter: Recommendation of Assessor Vince Minto to accept the following appeals, and schedule for hearing September 16, 2003:

| Appeal Application No. | Assessor Parcel No. | Name |
|-------------------------------|----------------------------|-------------|
| 2001-01-S | 040-14-3-001-0 | Ultramar |
| 2001-02-S | 040-14-3-002-0 | Ultramar |
| 2001-03-S | 040-31-0-005-9 | Ultramar |
| 2001-04-S | 040-31-0-010-0 | Ultramar |

Motion/Second: Supervisor Bungarz/Supervisor Sprague

Order: Approve the aforesaid matter

Vote: Unanimous.

The Chairman Adjourned to the Glenn County Board of Supervisors

8. **Public Hearing – Booking Fees**

Also Present: Debbie Newman, Assistant Director of Finance - Audit
Joanne Haynes, Assistant Director of Finance - Treasury

Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold Public Hearing regarding increase in booking fees. The current fee charged is \$56.00. Calculation of the booking fee for the 2003/2004 year (based on 2001-2002 actual costs) is \$135.74. The Board of Supervisors will determine the amount of the increase after consideration of the information received during the public meeting. Recommendation to adopt calculation of actual costs as presented by the Department of Finance.

Proceedings:

- a. The Chairman opened Public Hearing;
- b. Mrs. Newman reviewed the matter of booking fees, and explained the study and calculation used to arrive at the figure of \$135.74;
- c. City of Willows Financial Director Tim Sailsbery spoke regarding calculations from Department of Finance;
- d. The Chairman opened hearing to public comments; whereupon the following persons spoke:
 - (1) Mike Mistrot, Willows City Manager, regarding negotiation of booking fee charges;
 - (2) Joe Riker, Orland City Manager stated that approximately \$38 million was placed back in the States budget for reimbursement of booking fees to cities for 2003/2004 budget;
 - (3) Rick Shipley, Willows Police Chief, stated there are 12 to 18 bookings a month;
 - (4) Joe Riker, Orland City Manager, spoke regarding re-cooping costs;
 - (5) Kim Gaghagen, Administrative Representative stated that the Board needed to decide this matter and make it retro active to July 1, 2003 based on costs;
- e. The Chairman closed hearing to public comments;
- f. Further discussion was held regarding Department of Finance scheduling a meeting with the cities to determine booking fees;
- g. On motion of Supervisor Hansen, seconded by Supervisor McGowan, it was unanimously ordered to adopt increase in booking fees to be determined with cities in July, and bring back to the Board of Supervisors to be adopted with an increase on a yearly basis based on actual costs, retro active to July 1, 2003, with a maximum increase to be \$135.74, and continue Public Hearing to August 5, 2003 at 10:00 a.m.

**10:30 a.m. -- Deputy Clerk Debbie Lambert Entered the Meeting and
Deputy Clerk Sandra Pergson Left the Meeting**

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9. **Public Hearing – Community Development Block Grant Planning & Technical Assistance
General Allocation & Economic Development Application**

- Also Present: Kim Gaghagen, Human Resource Agency Director
Karen Hansen, Housing Rehabilitation Manager
Marc Nemanic, Tri County Economic Development Corp.
- Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold Public Hearing to:
- a. Discuss the fiscal year 2003 Community Development Block Grant (CDBG) Planning and Technical Assistance General Allocation, Economic Development application, and solicit citizen input;
 - b. Adopt Resolution 2003-79 *“Approving an Application for Funding and Contract Execution of a Grant Agreement and any Amendments Thereto from the Planning/Technical Assistance Allocation of the State CDBG Program”* which approves an application for up to \$35,000 to Develop and Implement Continuum of Care Plan, and Resolution 2003-73 *“Approving an Application for Funding and Contract Execution of a Grant Agreement and any Amendments Thereto from the Planning/Technical Assistance Allocation of the State CDBG Program”* which approves an application for up to \$35,000 to Develop Airport Management Plan – Phase II;
 - c. Authorize execution of Statement of Assurances;
 - d. Designate Tri County Economic Development as administrator of the Community Development Block Grant Economic Development Planning & Technical Assistance Grant for the implementation of Phase II of the Airport Plan and designate Human Resource Agency as administrator of the Community Development General Planning & Technical Assistance Grant for the development of a continuum of care plan.
 - e. Approve the use of Community Development Program Income to be used as match as designated in Resolution.
- Proceedings:
- a. The Chairman opened the aforesaid matter for public hearing;
 - b. Ms. Hansen passed around a sign-in sheet;
 - c. Mr. Gaghagen reviewed the aforesaid matter, and Mr. Nemanic advised that the Airport Plan is for both Airports;
 - d. County Counsel Belinda Blacketer advised that the Airports need a release from Federal Aviation Authority (FAA) to lease for industrial use, whereby Mr. Gaghagen advised that said release would be incorporated;
 - e. The Chairman opened the hearing for public comments; whereupon Orland City Manager Joe Riker spoke in support of the Grant;
 - f. The Chairman closed the hearing to public comments;
 - g. The Chairman called for exhibits, whereupon the Clerk advised that no exhibits were submitted;
 - h. On motion of Supervisor Sprague, seconded by Supervisor McGowan, it was unanimously ordered to conclude hearing, decide matter, adopt Resolution 2003-73 and Resolution 2003-79, and approve matter as set forth in (c), (d), and (e) above.

10. **Resolution/Regional Council of Rural Counties**

- Matter: Recommendation of Supervisor Bungarz to adopt Resolution 2003-74 *“2003 Regional Council of Rural Counties, Rural Alliance Inc. and Glenn County Board of Supervisors Rural Student Scholarships”*.
- Motion/Second: Supervisor McGowan/Supervisor Sprague
Order: Adopt Resolution 2003-74
Vote: Unanimous.

11. **Resolution/Buildings & Grounds/Personnel**

- Matter: Recommendation of Personnel Director John Greco to adopt Resolution 2003-75 *“Amending the Position Allocation List for the Buildings and Grounds Department”*, which eliminates three (3) Building and Grounds Worker I positions.
- Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Adopt Resolution 2003-75
Vote: Unanimous.

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12. **Legislation**
Matter: Recommendation of County Counsel Belinda Blacketer to authorize the Chairman to execute letter to the Senate Local Government Committee in support of Senate Bill 66/Adoption of New Government Code Section 25210.9(d), which would authorize County Service Areas to contract with State or Federal agencies to finance improvements related to services that County Service Areas are authorized to provide. This amendment expressly authorizes County Service Areas to borrow. (Senate Bill 66 hearing set for June 18, 2003)
Motion/Second: Supervisor Freeman/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.
13. **National Association of Counties**
Matter: Pursuant to Memorandum from Ken Mayfield, National Association of Counties (NACo) President, consider designating delegate, first alternate, and second alternate for the NACo 2003 Credentials (Voting) Identification Form, for the upcoming annual conference being held July 11-15, 2003 in Milwaukee, Wisconsin, forms due by June 20, 2003.
Motion/Second: Supervisor Sprague/Supervisor McGowan
Order: Appoint Supervisor Freeman as voting delegate for NACo
Vote: Unanimous.
14. **Health Services Agency-Contract**
Matter: Recommendation of Health Services Director Mike Cassetta to execute Amendment to *Agreement with Communicare, A Division of Auburn Counseling Services, Inc., Fiscal Year 2003/2004*, which increases monthly payment from \$527.20 to \$606.25. (No General Fund Impact)
Motion/Second: Supervisor Hansen/Supervisor Freeman
Order: Approve the aforesaid matter
Vote: Unanimous.
15. **Health Services Agency-Contract**
Matter: Recommendation of Health Services Director Mike Cassetta to authorize Director, or his designee, to execute Appendix D of Grant Application for the Safe and Drug Free Schools Grant, fiscal years 2003/04 through 2005/06.
Motion/Second: Supervisor Hansen/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous.
16. **Clerk-Recorder**
Matter: Recommendation of Clerk-Recorder Vince Minto to approve blue claim for \$9,069.14 to Dell Marketing LP, for purchase of computers in the Recorder's Office.
Motion/Second: Supervisor Sprague/Supervisor Freeman
Order: Approve the aforesaid matter
Vote: Unanimous.
17. **Public Works-County Auction**
Matter: Recommendation of Public Works Director Doug Holvik to set August 20, 2003 as the date for the County Auction at the County Corporation Yard on Road 49½ in Willows, and authorize County Auction Manager/Surplus Property Officer to seek proposals for auctioneering services
Motion/Second: Supervisor Sprague/Supervisor Freeman
Order: Approve the aforesaid matter
Vote: Unanimous.
18. **Technical Advisory Committee-Water Advisory Committee**
Matter: Notice of Unscheduled Vacancy being posted and on recommendation of the Technical Advisory Committee for the Water Advisory Committee, consider the following:
a. Accept the resignation of Ted Trimble, representing East Area of County; and
b. Appoint Stan Wangberg, representing Western Canal Water District, to serve at the Pleasure of the Board of Supervisors.
Motion/Second: Supervisor Hansen/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.

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19. **Glenn County Mosquito & Vector Control District**
Matter: Notice of Unscheduled Vacancy being posted and on recommendation of the Glenn County Mosquito & Vector Control District, consider the following:
a. Accept the resignation of John Bosanek;
b. Appoint Milton Walker to serve for term from July 1, 2003 through June 30, 2005; and
c. Re-appoint John E. Richter for term from July 1, 2003 to June 30, 2005.
Motion/Second: Supervisor Sprague/Supervisor Freeman
Order: Approve the aforesaid matter
Vote: Unanimous.
20. **Glenn County Fish, Game and Recreation Commission**
Matter: Recommendation of the Glenn County Fish, Game and Recreation Commission to:
a. Accept the resignation of Peter Boice; and
b. Appoint Mike Rakestraw to represent District 3, to serve at the pleasure of the Board of Supervisors. (Currently a "member at large") (Upon appointment, Clerk will post for "member at large")
Proceedings: Supervisor McGowan requested, and it was the General Consensus, that a Notice of Unscheduled Vacancy be posted for the District 2 vacancy
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.
21. **Airport Management Plan**
Matter: Status Report of the Airport Management Plan process from Marc Nemanic, Tri-County Economic Development Corporation.
Proceedings: No action was taken on the aforesaid matter.
22. **Contract – Loan Fund Agreement**
Also Present: Debbie Newman, Assistant Director of Finance - Audit
Marc Nemanic, Tri County Economic Development Corp.
Matter: Recommendation of Director of Finance Don Santoro to execute *Amended Revolving Loan Fund Agreement (County of Glenn/Tri-County Economic Development Corporation)*, revising Revolving Loan Agreement Program Guidelines. (County Contract 209) (Contingent upon review and approval as to form by County Counsel)
Proceedings: a. Mr. Nemanic advised that the amended program guidelines use Community Development Block Grant underwriting criteria which has only two standards – verifying public benefits and if financially viable; and
b. Administrative Representative Kim Gaghagen advised that the County contracts with two professionals who market the economic development, and that the public may contact him for information.
Motion/Second: Supervisor Freeman/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.
23. **Contract – Supplemental Funding for Loan Development**
Also Present: Kim Gaghagen, Human Resource Agency Director
Marc Nemanic, Tri County Economic Development Corp.
Matter: Recommendation of Mr. Gaghagen to execute *"Exhibit #4 To the Master Sub recipient Agreement Between the County of Glenn and Tri-County Economic Development Corporation"* for Supplemental Funding for Loan Development. (County Contract 209)
Proceedings: Mr. Nemanic advised that the loan rate is 2% to 2½% above prime, and for those who are unable to get commercial lending.
Motion/Second: Supervisor Freeman/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.

**10:55 a.m. -- The Chairman Called the Meeting in Recess
11:00 a.m. -- The Chairman Called the Meeting to Order with
County Counsel Belinda Blacketer Absent**

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24. **Cash Advance – Per Capital Park Grant**

Also Present: Dan Gardner, Building Maintenance & Inspection Director
Matter: Recommendation of Mr. Gardner to advance up to \$30,000.00 from General Fund to cover the Per Capita Park Grant in connection with the Hamilton City Park Improvements Project. This is 100% funded on a reimbursement basis.
Motion/Second: Supervisor Hansen/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.

11:03 a.m. – County Counsel Belinda Blacketer Entered the Meeting

25. **2003 Road Construction Report**

Also Present: Bob Johnson, Deputy Director, Public Works Operations
Doug Holvik, Public Works Director
Matter: Review and discuss 2003 Road and Bridge Maintenance Construction Report, which advises that no Road Construction Projects are scheduled for 2003, and that primary activity will be in Road and Bridge Maintenance and other agency projects.
Proceedings: Mr. Johnson reviewed the aforesaid matter, advised that due to Proposition 42 zero funds have been appropriated from sales tax on fuel, and that Public Works maintains 863 miles of road, 200 bridges, hundreds of culverts and box culverts, and flood control.

26. **Ordinance/Public Works**

Matter: Recommendation of Public Works Director Doug Holvik to:
a. Introduce Ordinance “*Amending Section 11.04.040 of the County Code and Establishing a New 45 Miles Per Hour Speed Zone on County Roads H, KK, N, and 200, Within the County of Glenn, State of California*”; (Read Title of Ordinance and waive further reading)
b. Introduce Ordinance “*Amending Section 11.04.020 of the County Code and Removing a 35 Miles Per Hour Speed Zone on County Road 39, Within the County of Glenn, State of California*”; (Read Title of Ordinance and waive further reading) and
c. Introduce Ordinance “*Amending Section 11.04.020 of the County Code and Establishing a New 35 Miles Per Hour Speed Zone on County Roads M ½ and 200, Within the County of Glenn, State of California*”. (Read Title of Ordinance and waive further reading)
Proceedings: Upon discussion, it was determined that a Public Hearing would need to be held, whereby on motion of Supervisor Freeman, seconded by Supervisor McGowan, it was unanimously ordered that a Public Hearing be set for July 1, 2003 at 10:30 a.m.

27. **Resolution – Glenn County Solid Waste System**

Also Present: Doug Holvik, Public Works Director
Tom Varga, Assistant Director of Public Works
Matter: Recommendation of Mr. Holvik to:
a. Recognize Resolutions of Consent from Cities regarding the annual Resolution extending service charges imposed on improved real property for the use of, or ability to use, County Solid Waste System; and
b. Adopt Resolution 2003-76 “*Annual Resolution Extending Service Charges Imposed on Improved Real Property Within the County of Glenn for the Use and/Or Ability to Use the Glenn County Solid Waste System*”.
Proceedings: Mr. Varga advised that requests for reimbursement would be dealt with on an individual basis, and if there were over three requests, a policy would be set
Motion/Second: Supervisor Freeman/Supervisor McGowan
Order: Approve matter as set forth in (a) above and adopt Resolution 2003-76
Vote: Unanimous.

28. **Flood Control/J Levee**

Also Present: Doug Holvik, Public Works Director
Tom Varga, Assistant Director of Public Works
Matter: Recommendation of Mr. Holvik to:
a. Approve Transfer of Funds No. 5339 from Contingency for \$9,568.64 in order to balance the flood control budget for work done at the J Levee; and

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- b. Execute a letter to the Hamilton City Citizens In Action requesting they review their funding capacity and donate whatever amount they feel comfortable towards the projects costs, which were in the range of \$170,000.00
- Proceedings:
- a. On motion of Supervisor Sprague, seconded by Supervisor Freeman, it was ordered to approve matter set forth in (b) above;
 - b. Upon discussion, on motion of Supervisor Sprague, seconded by Supervisor Hansen, the aforesaid motion was amended to approve (a) and (b) as set forth above, by the following vote:
Ayes: Supervisors Bungarz, Hansen, and Sprague
Noes: Supervisors Freeman and McGowan
 - c. Discussion was held regarding needing to pass (a) in matter above to balance the budget by June 30, 2003;
 - d. On motion of Supervisor Sprague, seconded by Supervisor McGowan, it was unanimously ordered to approve (b) in matter above; and
 - e. On motion of Supervisor Hansen, seconded by Supervisor Bungarz, it was ordered to approve (a) in matter above by the following vote:
Ayes: Supervisors Bungarz, Hansen, McGowan, and Sprague
Noes: Supervisor Freeman

29. **Garbage Collection Rates**

- Also Present: Doug Holvik, Public Works Director
Tom Varga, Assistant Director of Public Works
Myron Holub, Waste Management
- Matter: Recommendation of Public Works Director Doug Holvik to:
- a. Adopt Resolution 2003-77 "*Setting Garbage Collection Rates*" for residential and commercial services by 1.9%, effective July 1, 2003; and
 - b. Execute *Third Amendment to Contract/Agreement 1142 Between the County of Glenn and Waste Management a.k.a. Glenn County Disposal for Refuse Collection*.
- Proceedings: Mr. Varga advised that the aforesaid matter is a Consumer Price Index increase.
- Motion/Second: Supervisor Freeman/Supervisor Hansen
Order: Adopt Resolution 2003-77 and approve (b) as set forth above
Vote: Unanimous.

30. **Continued Public Hearing – Franchise Agreements**

- Also Present: Belinda Blacketer, County Counsel
- Matter: Pursuant to Minute Order 8 of May 20, 2003, pursuant to Affidavit of Publication on file in the Office of the County Clerk, Resolution 2003-15 "*Acknowledging the Intention to Grant an Electric Franchise*", and Resolution 2003-16 "*Acknowledging the Intention to Grant a Gas Franchise*", hold continued Public Hearing to consider written or oral protests against the granting of said franchises.
- Proceedings: The Chairman ordered that the aforesaid Public Hearing be continued to July 1, 2003.

31. The Chairman adjourned the meeting at 11:37 a.m.

DG BUNGARZ, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY:

Debbie Lambert, Deputy Clerk

| | | | |
|---------------|------------------|--------------------------|-----------------|
| Distribution: | Board Members | Enterprise-Record | Willows Library |
| | County Counsel | KIQS Radio Station | Orland Library |
| | Finance Director | Sacramento Valley Mirror | Elections |

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ATTACHMENT "A"

3. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar.
 Motion/Second: Supervisor Freeman/Supervisor Hansen
 Order: Approve Consent Calendar as set forth below
 Vote: Unanimous

a. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

| Trans No. | Department | Description | Amount |
|------------------|---------------------------------------|---|---------------|
| 5328 | Fleet Operations | To fund the purchase of replacement vehicles | \$ 148,206.00 |
| 5329 | Human Resource Agency-Social Services | Increase appropriations for the CWS/CMS Training Project due to a realignment of budgeted revenue, with actual fiscal year 2002/03 State of California allocation; adjust budgeted expenditures to reflect state allocation | \$ 18,926.00 |
| 5336 | Mental Health | To bring budget in line with actual expenditures | \$ 64,000.00 |
| 5340 | County Counsel | To replace outdated software and a computer, defective office equipment, and ergonomically incorrect furniture | \$ 4,000.00 |

b. **Resolution/Department of Finance**

Upon the recommendation of Director of Finance Don Santoro adopted Resolution 2003-70 "Allowing Director of Finance to Approve Payments on Specific Capital Projects Prior to Adoption of Final Budget".

c. **Resolution/Department of Finance**

Upon the recommendation of Director of Finance Don Santoro adopted Resolution 2003-71 "Approving Issuance of a Note to Fund the Alternative Method of Tax Apportionment (Teeter Plan) for Fiscal Year 2003-2004".

d. **Health Services Agency-Contract**

Upon the recommendation of Health Services Director Mike Cassetta, authorized Director or his designee to execute Contract with the State Department of Mental Health for zero hospital beds with zero dollars for fiscal year 2002/2003, beginning July 1, 2002 to June 30, 2003. (County Contract 464) (As required by State Department of Mental Health)

e. **Health Services Agency-Contract**

Upon the recommendation of Health Services Director Mike Cassetta, approved and executed "Certification Against Supplanting Public Health Preparedness and Response to Bioterrorism Fiscal Year 2002-03". (No General Fund Impact)

f. **Personnel Director-Employee Assistance Program**

Upon the recommendation of Personnel Director John Greco, authorized payment of new rates for the Employee Assistance Program effective July 1, 2003, with an approximate increase to General Fund of \$630.00.

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g. **Resolution/Human Resource Agency/Community Service Block Grant**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen:

- (1) Approved the local plan for the 2004/2005 Community Services Block Grant program year;
- (2) Authorized the Director, or his designee, to execute the Local Plan and submit to the State;
- (3) Executed Certification of Community Action Plan and Assurances;
- (4) Adopted Resolution 2003-78 "Authorizing Execution of an Agreement with the State of California Department of Community Services and Development for a Community Service Block Grant (CSBG) and Any Amendment Thereto"; and
- (5) Approved the minutes from the Public Hearings and the recommendations for funding distribution from the Colusa-Glenn-Trinity Community Action Board as follows:
 - (a) Colusa Transit - \$6,000.00
 - (b) Colusa 4 Seasons - \$500.00
 - (c) Colusa PIP - \$3,500.00
 - (d) Trinity HRN - \$5,000.00
 - (e) Trinity TOT - \$5,000.00

h. **Human Resource Agency-CalWORKs**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, amended Minute Order 3(f) of August 6, 2002 to reflect the following:

- (1) Authorized the Chairman and Director to execute Memorandum of Understanding (MOU) Between the Glenn County Human Resource Agency Social Services and Community Action Divisions for CalWORKs Services; and
- (2) Authorized the Director, or his designee, to modify or amend the MOU contingent upon County Counsel review and approval. (County Contract 1670)

i. **Resolution/Colusa-Glenn-Trinity Community Action Board**

Upon the recommendation of the Colusa-Glenn-Trinity Community Action Board, adopted Resolution 2003-72 "To Amend the Joint Exercise of Powers Agreement for the Purpose of Designating a Community Action Agency", which changes the name from Community Action Agency to Community Action Partnership.