

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

Tuesday, August 19, 2003

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 8:04 a.m., with members as follows:

Present: Supervisors Hansen, McGowan, Sprague and Bungarz (Chairman)
Absent: Supervisor Freeman
Also Present: Belinda Blacketer, County Counsel
Sandra Pergson, Deputy Clerk

THE PLEDGE OF ALLEGIANCE WAS RECITED

**A MOMENT OF SILENCE WAS HELD FOR CONNIE OREGGIA, RETIRED ASSISTANT CLERK OF
THE BOARD WHO PASSED AWAY ON AUGUST 16, 2003.**

1. **Closed Session**

Matter: a. Pursuant to Government Code Section 54957.6, hold Closed Session to receive information from and provide instructions to the County's Chief Negotiator regarding negotiations with the Peace Officer's Association.
b. Pursuant to Government Code Section 54956.9 (a), possible conference with Legal Counsel, the Board of Supervisors shall meet in Closed Session to consider appeal filed by the Sacramento Valley Mirror.

Proceedings: a. The Chairman announced the aforesaid matters;
b. As a result of Closed Session the Chairman announced that matter (b) above would be continued to later this date; and
c. Later this date, the Chairman announced that the Board would convene to Closed Session regarding the Sacramento Valley Mirror; whereupon as a result of Closed Session the following announcement was made:

After reviewing litigation referenced to the Sacramento Valley Mirror, it may be necessary to continue Closed Session to August 21, 2003 at 8:00 a.m.

Motion/Second: Chairman direction
Order: Adjourn to Closed Session.

8:47 a.m. – The Chairman Called the Meeting in Recess

**9:00 a.m. – The Chairman Called the Meeting to Order
County Counsel Belinda Blacketer was Absent**

THE CHAIRMAN ADJOURNED TO THE GLENN COUNTY AIR POLLUTION CONTROL DISTRICT

2. **Interim Air Pollution Control Officer**

Also Present: John Greco, Personnel Director
Matter: Recommendation of Personnel Director John Greco to appoint William R. Duckworth as Interim Air Pollution Control Officer for a period not to exceed sixty days, and to expire concurrently with the expiration of his appointment as Interim Agricultural Commissioner.

Motion/Second: Supervisor Hansen/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous by members present.

THE CHAIRMAN ADJOURNED TO THE GLENN COUNTY BOARD OF SUPERVISORS

3. **Minutes**

Matter: Approve Minutes of August 5, 2003.
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid Minutes
Vote: Unanimous by members present.

4. **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.

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9:12 a.m. -- County Counsel Entered the Meeting

- b. Director of Finance Don Santoro advised that the loan for Office of Education's new building was approved at 4½ percent interest.
- c. Cindy Horney, Resource Conservation District, introduced new employee David Rose.

5. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".

Proceedings: Upon request of Supervisor Sprague, item 5 (j) was pulled from the Consent Calendar; whereupon on motion of Supervisor Hansen, seconded by Supervisor McGowan, it was unanimously ordered by members present to approve Consent Calendar as set forth on Attachment "A".

6. **Legislation – Water Rights Fees**

Matter: Ratify letter to Members of the Legislature, State of California, opposing Water Rights Fees.

Proceedings: Supervisor Sprague pulled this matter from Consent to make aware that the Board wrote a letter opposing Water Rights Fees

Motion/Second: Supervisor Sprague/Supervisor Hansen

Order: Ratify letter as set forth above

Vote: Unanimous by members present.

7. **Animal Control - Resolution-Animal Control Fees**

Matter: Recommendation of Animal Control Officer Ray Cavier to adopt Resolution 2003-101 "Establishing Animal Control Fees and Providing for the Collection Thereby", which reflects the commencement date of September 1, 2003. (Repeals Resolution 2003-97 adopted on August 5, 2003)

Motion/Second: Supervisor Hansen/Supervisor McGowan

Order: Adopt Resolution 2003-101

Vote: Unanimous by members present.

8. **Elections –Consolidation of Election/Hamilton Union Elementary School District Board**

Matter: Recommendation of County Clerk Vince Minto to adopt Resolution 2003-102 "Ordering the Consolidation with the October 7, 2003 Statewide Special Election of the Election Regarding Filling a Vacancy on the Hamilton Union Elementary School District Board".

Motion/Second: Supervisor Sprague/Supervisor Hansen

Order: Adopt Resolution 2003-102

Vote: Unanimous by members present.

9. **Elections - Glenn County Mosquito and Vector Control District**

Matter: Recommendation of County Clerk Vince Minto to accept the Canvass and Statement of Vote for the Special Tax Election held on July 29, 2003 in the Glenn County Mosquito and Vector Control District.

Motion/Second: Supervisor Sprague/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous by members present.

10. **County Clerk - Contract**

Matter: Recommendation of County Clerk Vince Minto to approve and authorize Mr. Minto to execute addendum to contract for Election Management Systems from *Data Information Management Systems, Inc.* for monthly maintenance and technical support, for \$21,235.56 for fiscal year 2003/04.

Motion/Second: Supervisor Sprague/Supervisor Hansen

Order: Approve the aforesaid matter

Vote: Unanimous by members present.

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11. **County Service Pin**

Also Present: Cecilia Hutsell, Deputy Director of Health Services
Matter: Present County Service Pin to Mrs. Hutsell in recognition of 10 years of service with the County of Glenn.
Proceedings: The Chairman presented pin to Ms. Hutsell.

12. **Contingency Report**

Also Present: Don Santoro, Director of Finance
Matter: Presentation of Contingency Analysis of 2002/03, new reporting format for contingency and reconciliation of report presented on August 4, 2003.
Proceedings: a. Mr. Santoro reviewed the following documents submitted:
(1) Contingency Analysis dated August 19, 2003
(2) Sample Contingency Analysis Format
(3) 2002-2003 Contingency Analysis dated 8/4/2003
(4) Reconciliation to report presented 8/4/2003
b. Kim Gaghagen, Administrative Representative, spoke regarding set aside funds in Contingency; whereupon no action was taken on this matter.

13. **2003-2004 County Budget**

Also Present: Don Santoro, Director of Finance
Matter: Recommendation of Mr. Santoro to hold discussion of the budget process and possible solutions for balancing the deficit, and accept the 2003-2004 Budget Status Report.
Proceedings: Mr. Santoro presented an overview of the current budget, and submitted "Report to the Board of Supervisors Considerations for Balancing the Budget 2003/04" which shows Board directed reductions and the option to review budgets of other general fund departments that met the shortfall and did not appear before the Board during the first round of budget hearings; whereupon, after discussion the Chairman ordered a Special Budget Meeting for August 26th, 2003 at 9:00 a.m.

14. **Dispatch Services – Memorandum of Understanding**

Also Present: Don Santoro, Director of Finance
Matter: Recommendation of Mr. Santoro to execute *Memorandum of Understanding Between the City of Willows, the City of Orland and the County of Glenn* for reimbursement of costs for dispatch services, with the Cities of Willows and Orland to each pay \$53,246 for fiscal year 2003/2004.
Motion/Second: Supervisor Sprague/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous by members present.

15. **Public Hearing - Surface Mining and Reclamation Act (SMARA) Fees**

Also Present: Christy Leighton, Principal Planner
Mardy Thomas, Associate Planner
Matter: Pursuant to Affidavit of Publication on file in the office of the County Clerk, hold Public Hearing to consider adopting Resolution 2003-103 "Increasing Gravel Tonnage Fees from \$.03 to \$.05 per Ton Amending Section 20.10.02, Tonnage Fees, of the Book of Administrative Policies and Procedures", which increases tonnage fees paid by gravel operators from \$.03 to \$.05 per ton.
Proceedings: a. Supervisor Sprague advised that he had a conflict of interest regarding the aforesaid matter, and stepped out of the meeting;
b. The Chairman opened the aforesaid matter for Public Hearing;

**Deputy Clerk Debbie Lambert Entered the Meeting and
Deputy Clerk Sandra Pergson Left the Meeting**

- c. Mrs. Leighton reviewed the aforesaid matter, and advised that there has been a shortfall for six of the seven past years, which has been covered by the General Fund;
- d. The Chairman opened the Hearing for public comments;
- e. Doc Bogart, Orland Sand & Gravel, opposed the fee increase and questioned what the Tonnage Fees were used for; whereby Mrs. Leighton advised that they were used for inspections, preparing Financial Assurances, maintaining records, monitoring the amount of land disturbed and keeping State records to fulfill requirements of the State;

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- f. Mr. Bogart advised he would like the County to create, and have jurisdiction over, a Drainage District with his Stony Creek Gravel Pit, which would clean out the creek and facilitate extracting the gravel;
- g. The Chairman closed the Hearing to public comments;
- h. The Chairman called for exhibits, whereupon the Clerk advised that no exhibits were submitted;
- i. On motion of Supervisor Hansen, seconded by Supervisor McGowan, it was unanimously ordered by members present to conclude hearing, decide matter, and adopt Resolution 2003-103 by the following vote:
Ayes: Supervisors Bungarz, Hansen, and McGowan
Absent: Supervisors Freeman and Sprague
- j. Later this date, the Chairman re-opened the aforesaid matter for Public Hearing, due to notification being sent to gravel operators with the Public Hearing time set at 10:30 a.m., and Supervisor Sprague stepped out of the meeting due to a conflict of interest regarding the aforesaid matter;
- k. The Chairman directed that the order of (i) above be rescinded;
- l. Valley Rock Products General Manager Mike Kincheloe questioned how Valley Rock's fee increase was calculated whereby Mrs. Leighton responded;
- m. The Chairman closed the hearing to public comments;
- n. On motion of Supervisor Hansen, seconded by Supervisor McGowan, it was unanimously ordered by members present to conclude Hearing, decide matter, and adopt Resolution 2003-103 by the following vote:
Ayes: Supervisors Bungarz, Hansen, and McGowan
Absent: Supervisors Freeman and Sprague

Supervisor Sprague Re-Entered the Meeting

16. **Health Services Agency - Contract**
Matter: Recommendation of Health Services Agency Director Mike Cassetta to authorize the Director, or his designee, to execute Agreement with *I.D.E.A. Consulting, Inc.*, (formerly Nancy Callahan, Ph.D.) and any future amendments, for continued consulting, technical assistance and evaluation services, amount not to exceed \$160,000 for fiscal year 2003/04. (No General Fund Impact)
Motion/Second: Supervisor Hansen/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous by members present.
17. **Human Resource Agency - Contract**
Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to:
a. Approve and authorize the Director, or his designee, to execute Agreement with *Matson & Isom Technology Consulting* for phase two of the Foster Youth Web Site, amount not to exceed \$12,000 for term to October 31, 2003; and
b. Authorize the Director, or his designee, to modify or amend the agreement upon County Counsel review and approval. (No General Fund Impact)
Motion/Second: Supervisor Hansen/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous by members present.

THE CHAIRMAN ADJOURNED TO THE IN HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

18. **In Home Support Services Public Authority – Golden State Risk Management Authority**
Also Present: Kim Gaghagen, Human Resource Agency Director
Matter: Recommendation of In Home Support Services Public Authority Manager Judi Anthony to execute *Agreement for Admission of New Member to the Golden State Risk Management Authority*.
Motion/Second: Supervisor Hansen/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous by members present.

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19. **In Home Support Services Public Authority – Human Resource Agency Social Services Division – Personnel – County Fleet Operations – County Counsel**

Matter: Recommendation of In Home Support Services Public Authority Manager Judi Anthony to:

- a. Approve Agreements between the Glenn County In-Home Supportive Services Public Authority and Human Resource Agency, Social Services Division for \$155,812.00, the Personnel Department for \$15,500.00, County Fleet Operations for \$6,500.00, and County Counsel for \$6,500.00, for space, services, staff and support;
- b. Authorize the Public Authority Manager, or designee, to execute said Agreements; and
- c. Authorize the Public Authority Manager, or designee, to modify and amend the Agreement contingent upon County Counsel review and approval. (No General Fund Impact)

Motion/Second: Supervisor Hansen/Supervisor McGowan
Order: Approve matters as set forth above
Vote: Unanimous by members present.

20. **In Home Support Services Public Authority - Contract**

Matter: Recommendation of In Home Support Services Public Authority Manager Judi Anthony to:

- a. Approve Agreements between the Public Authority and Sierra Stationers for \$3,000.00, Refined Technology for \$14,925.00, Creative Composition for \$4,000.00 for supplies, registry software and printing services for fiscal year 2003/04;
- b. Authorize the Public Authority Manager, or designee, to execute said Agreements; and
- c. Authorize the Public Authority, or designee, to modify and amend the Agreement contingent upon County Counsel review and approval. (No General Fund Impact)

Motion/Second: Supervisor McGowan/Supervisor Hansen
Order: Approve matters as set forth above
Vote: Unanimous by members present.

THE CHAIRMAN ADJOURNED TO THE GLENN COUNTY BOARD OF SUPERVISORS

21. **In Home Support Services Public Authority – Human Resource Agency Social Services Division – Personnel – County Fleet Operations – County Counsel**

Matter: Recommendation of Human Resource Agency Director Kim Gaghagen to:

- a. Approve Agreements between the Glenn County In-Home Supportive Services Public Authority and Human Resource Agency, Social Services Division for \$155,812.00, the Personnel Department for \$15,500.00, County Fleet Operations for \$6,500.00, and County Counsel for \$6,500.00, for space, services, staff and support;
- b. Authorize the County Department Directors, or designees, to execute said Agreements; and
- c. Authorize the County Department Directors, or designees, to modify and amend the Agreement contingent upon County Counsel review and approval. (No General Fund Impact)

Motion/Second: Supervisor McGowan/Supervisor Hansen
Order: Approve matters as set forth above
Vote: Unanimous by members present.

**10:25 a.m. -- The Chairman Called the Meeting in Recess
10:33 a.m. -- The Chairman Called the Meeting to Order**

22. **Public Meeting – Glenn County Voluntary Oak Woodlands Management Plan**

Also Present: Belinda Blacketer, County Counsel
Doug Holvik, Public Works Director
Tom Varga, Assistant Director of Public Works
Kim Gaghagen, Administrative Representative
Christy Leighton, Principal Planner

Matter: Recommendation of Ms. Blacketer to hold Public Meeting to consider the following:

- a. Adopt Resolution "Establishing Voluntary Oak Management Guidelines, Amending Prior Resolution 94-094";

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- Proceedings:
- b. Readopt Exhibit "A" – Voluntary Guidelines for Oak Rangeland Management in Glenn County as amended, which includes removing the involvement of the County or the County Planning Director in any meeting of the landowners; and
 - c. Adopt Exhibit "B" – Voluntary Oak Woodlands Management Plan for Glenn County as set forth therein.
 - a. Ms. Blacketer reviewed the aforesaid matter and advised that the purpose of the Plan is to make available to landowners and public entities the opportunity to apply for funding to preserve Oak Woodlands, that the plan is strictly voluntary, and that the following, ... and Oak Woodland Management Plan..., needs to be added to the Resolution under the "Be It Further Resolved" Nos. 1 and 2; also advised that Senate Bill 711 will mandate Oak Woodland Preservation, if passed;
 - b. Marilyn Cunduff, Wildlife Conservation Board, advised that the Plan is a locally driven effort, spoke of the financial rewards of the voluntary program, and advised that 80% of the programs money will be used for Conservation Easements or 15 to 45 year Agreements to enact a project for Oak Woodland preservation, and 20% for Public Education and Outreach;
 - c. Supervisor Bungarz read aloud a paragraph of Senate Bill 711 which outlined regulations that may be imposed for all timberland conversions & oak woodland conversions;
 - d. Property owners Mike Landini, Chet Vogt, Lori Pride and Anjanette Martin spoke in favor of the aforesaid matter;
 - e. Glenn County Oak Advisory Committee Representative Del Oliver advised that the Committee voted against the aforesaid matter and supports Resolution 94-094;
 - f. Property owners Larry Massa, Gary Soeth, Dick Mudd, Holly Reimers, and Farm Bureau President Larry Domenighini spoke against the aforesaid matter;
 - g. Property owner Dave Wood spoke in support of the Voluntary Oak Woodlands Management Plan, excluding item one of page 18, set forth therein;
 - h. Colusa Basin Drainage District Manager Anjanette Martin advised that comments regarding funding sources for the acquisition on South Fork Willow Creek, relating to a letter of intent, which states that Colusa Basin will look at a number of resources that are available to alleviate cost of the purchase of the land for a flood control project, to save millions of dollars that happened in the valley, and that comment should be looked at outside of the discussion on the aforesaid resolution, because it is false;
 - i. Supervisor Sprague asked for a show of hands in support of/against the aforesaid matter;
 - j. Supervisor Sprague made a motion to postpone the aforesaid matter for a future meeting; whereby motion died for lack of second, due to there being no time frame to bring the matter forward;
 - k. Mr. Oliver advised that landowners will receive a mailing asking if they want to belong to the Oak Advisory Committee, setting a meeting date, and will bring a recommendation to the Board after they meet;
 - l. On motion of Supervisor Sprague, seconded by Supervisor McGowan, it was unanimously ordered by members present to postpone the aforesaid matter to October 21, 2003, after which the Advisory Committee will meet and bring a recommendation back to the Board,.

12:03 p.m. -- The Chairman Called the Meeting in Recess

12:10 p.m. -- The Chairman Called the Meeting to Order

23. **Confined Livestock Element of the General Plan**
Also Present: Christy Leighton, Principal Planner
Matter: Recommendation of Planning Administrator Vince Minto to execute Consulting Services Agreement with *Quad Knopf, Inc.* for preparation of the Confined Livestock Element of the General Plan, Ordinances, and Environmental Impact Report (EIR), for amount not to exceed \$299,800.00 from grant funding.
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous by members present.

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24. **TAGMET 2002 Annual Report**

Also Present: Bob Shadley, Sheriff
Matter: Presentation of the TAGMET 2002 Annual Report.
Proceedings: Sheriff Shadley reviewed the TAGMET 2002 Annual Report.

25. **Grant Application – Willows Airport**

Also Present: Doug Holvik, Public Works Director
Matter: Recommendation of Mr. Holvik to authorize Director to submit grant application for the following construction projects at the Willows Airport:
a. Relocation of entrance road to Willows Airport to align with Airport Road on the north side of State Highway 162 to provide a recognizable and safe entrance;
b. Relocation of the airport beacon and electrical control building; and
c. Authorize Director or his designee to execute all subsequent grant documents.
Proceedings: Mr. Holvik advised that the deadline may have passed
Motion/Second: Supervisor Sprague/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous by members present.

26. **Probation - Contingency**

Also Present: Linda Shelton, Chief Probation Officer
Matter: Recommendation of Mrs. Shelton to approve Transfer No. 5480 for \$32,000.00, which appropriates unanticipated Federal Public Assistance revenue in the amount of \$23,320.00 and requests \$8,680 from General Fund Contingency to cover unanticipated expenditures in the Probation and Juvenile Hall budgets for fiscal year 2002/03. (Requires 4/5th vote)
Proceedings: Mrs. Shelton reviewed the aforesaid matter and advised that the Department has no control over the State or Judges sending Juveniles to the California Youth Authority, which makes it difficult to budget the correct dollar amount
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous by members present.

27. **Planning Director Position**

Also Present: Forrest Sprague, Supervisor
Don Santoro, Director of Finance
Kim Gaghagen, Administrative Representative
John Greco, Personnel Director
Matter: Recommendation of Supervisor Sprague to:
a. Authorize Director of Finance to appropriate funding sources for the Planning Director position;
b. Authorize Personnel Director to begin recruitment for a new Planning Director; and
c. Establish an "ad hoc Planning Director Review Committee" to review the organizational structure, job description and salary of the Planning Director position, and bring a recommendation back to the Board.
Proceedings: a. Mr. Gaghagen recommended that the Board set partial year funding of \$65,000 aside and show a net reduction to the proposed contingency;
b. Discussion was held regarding having a Planning Director in place January 1, 2004, and the recruitment being "in house";
c. Supervisor McGowan advised that one of the responsibilities of the Planning Director should be Economic Development, and Mr. Gaghagen spoke regarding having a "Development Agency" for one stop shop, and that there may be a conflict of interest for the Planning Director to be the Economic Development Director;
d. On motion of Supervisor Sprague, seconded by Supervisor Hansen, it was unanimously ordered by members present to approve the aforesaid matter, appropriate \$65,000 from General Fund Contingency to the Planning Department FY 03/04 for expenditures on Planning Director salary, benefits and recruitment with the allocation to come from the proposed FY 03/04 budget, and appoint to the ad hoc Planning Director Review Committee the Human Resource Agency Director, Planning Administrator, Personnel Director, Building and Grounds Director, and Director of Finance;

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- e. The aforesaid matter was amended by Supervisor Sprague, with Supervisor Hansen concurring, to add County Counsel to the ad hoc Committee;
- f. The aforesaid matter was again amended to add Supervisor Freeman to the ad hoc Committee.

28. **Glenn County Fish and Game Commission - Appointments**

Matter: Notice of Unscheduled Vacancy being posted, consider the following appointments to the Glenn County Fish and Game Commission, to serve at the pleasure of the Board:

Appointee	Area of Representation
Ernie Simpson	District 2
Bradley Mallory	Member at Large

Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous by members present.

29. **Area II Developmental Disabilities Board - Appointment**

Matter: a. Accept the resignation of Marcus Stuart as a representative to the Area II Developmental Disabilities Board; and
b. Notice of Unscheduled Vacancy being posted, consider recommendation of Area II Developmental Disabilities Board to appoint Jean Phillips, to fill the unscheduled vacancy of Marcus Stuart, term June 5, 2004.

Motion/Second: Supervisor Hansen/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous by members present.

30. **Board of Supervisors - Board Meeting**

Matter: Consider holding a Board of Supervisors meeting on September 30, 2003, which had previously been cancelled.

Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Hold a Board of Supervisors meeting on September 30, 2003.
Vote: Unanimous by members present.

31. **Miscellaneous**

Matter: Reviewed the following items with no action taken:
a. Investment Portfolio Report from Department of Finance for the quarter ending June 30, 2003.
b. Monthly Statistical Report of Human Resource Agency Social Services activities through June 2003.
c. Notice from Interim Agricultural Commissioner Bill Duckworth advising that the next Technical Advisory Committee meeting for the Water Advisory Committee is scheduled for August 26, 2003, 1:30 p.m., at the Glenn County Department of Agricultural Conference Room.

32. The Chairman adjourned the meeting at 4:01p.m. in memory of Connie Oreggia, retired Assistant Clerk of the Board.

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"

5. **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 by members present.

a. **Correction to the Assessment Roll**

Upon the recommendation of Vince Minto, approved the following Requests for Correction to the Assessment Roll, as follows:

Name	Parcel No.	Fiscal Year	Corr No.
McGrory Robert & Gina	06-3375PM-00	03/04	1B
Sutherland, Janice	13-100135-00	00/01	148-B
Sutherland, Janice	13-100135-00	01/02	134-B
Sutherland, Janice	13-100135-00	02/03	100-B
Sutherland, Janice	13-100135-00	03/04	5B

b. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds:

Trans No.	Department	Description	Amount
5003	Human Resource Agency/ Community Action Division	Appropriate additional revenue into line item budget for Low Income Home Energy Assistance Program – Weatherization	\$ 79,124.00
5005	Child Support	Appropriate from General Reserve to reimburse the State for unused 2000/01 Child Support Health Incentive revenue	\$ 213.55
5007	Human Resource Agency/ Community Action Division	To increase budget to the actual allotment for Work Force Investment Act (WIA) – One Stop	\$ 5,000.00
5008	Human Resource Agency/ Community Action Division	Appropriate to bring 03/04 Fiscal Year funding into line item budget which extends ending date of contract to 6/30/04 for First Five	\$ 180,000.00
5478	CDBG Glenn	To pay 4 th quarter expenses for computer purchase	\$ 1,500.00
5479	OCJP Tagment Grant	To cover budget shortage in salaries and benefits at fiscal year-end	\$ 6,607.21

c. **Personnel/District Attorney - Resolution**

Upon the recommendation of Personnel Director John Greco, adopted Resolution 2003-98 *“Amending Resolution No. 2003-92 Correcting the Unit Code For the Classification Specification of Chief Investigator for the District Attorney’s Department”*.

d. **Building Maintenance and Inspection – Resolution – Park Grant Project**

Upon the recommendation of Building Maintenance and Inspection Director Dan Gardner, adopted Resolution 2003-99 *“Allowing Director of Finance to Approve Payments on Per Capita Park Grant Project Prior to Adoption of Final Budget”*.

e. **Human Resource Agency - Resolution**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, adopted Resolution 2003-100 *“In Honor and Appreciation of Dorothy “Dottie” Ehorn”*.

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f. **Human Resource Agency/Health Services Agency - Contract**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen:

- (1) Approved *Amendment No. 3 to the Memorandum of Understanding between the Glenn County Human Resource Agency, Social Services Division and the Glenn County Health Services Agency for Drug & Alcohol and Mental Health Services for CalWORKs Clients* which extends the term to fiscal year 2003/04;
- (2) Authorized the Director, or his designee, to execute the Memorandum of Understanding (MOU); and
- (3) Authorized the Director, or his designee, to modify or amend the MOU contingent upon review and approval of County Counsel. (No General Fund Impact)

g. **Human Resource Agency/Health Services Agency - Contract**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen:

- (1) Approved *Amendment No. 3 to the Memorandum of Understanding between the Glenn County Human Resource Agency and the Glenn County Department of Health Services* which extends the term to fiscal year 2003/04 with the amount not to exceed \$30,000.00;
- (2) Authorized the Director, or his designee, to execute the Memorandum of Understanding (MOU); and
- (3) Authorized the Director, or his designee, to modify or amend the MOU contingent upon review and approval of County Counsel. (No General Fund Impact)

h. **Human Resource Agency – Line Item Budget**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen approved the following line item budget:

Department	Service Acct	Department Name	Budget Amount
Community Action	04999259	WIA – Foster Youth	\$14,000.00

i. **Human Resource Agency – Line Item Budget**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen approved the following line item budget:

Department	Service Acct	Department Name	Budget Amount
Community Action	04999260	WTW – Foster Youth	\$2,000.00

j. **Willows Veterans Service Office**

Pursuant to Government Code 25355, accepted a \$10.00 donation on behalf of the Willows Veterans Service Office from Donald Otterson.

k. **Far Northern Coordinating Council on Developmental Disabilities - Appointment**

- (1) Upon the recommendation of Far Northern Coordinating Council on Developmental Disabilities, reappointed Michelle Phillips for an additional two-year term, to September 18, 2005; and
- (2) Upon recommendation of the Clerk of the Board, changed name of committee from Far Northern Coordinating Council on Mental Retardation and Developmental Disabilities to Far Northern Coordinating Council on Developmental Disabilities.

l. **Finance/County Counsel - Blue Claim**

Upon the recommendation of Assistant Director of Finance Debbie Newman, approved payment of claim over one year old to Glenn County Counsel for \$3,080.00.