



Lassen County

Meeting Agenda

Board of Supervisors

LASSEN COUNTY SUPERVISORS:

DISTRICT 1 - MIKE SCANLAN; DISTRICT 2 - GARY BRIDGES - VICE CHAIRMAN; DISTRICT 3 - TOM NEELY - CHAIRMAN; DISTRICT 4 - AARON ALBAUGH; DISTRICT 5 - JASON INGRAM

Tuesday, September 23, 2025

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

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 Government 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 or lcclerk@co.lassen.ca.us.

*Next Resolution in line for adoption: No. 25-021

*Next Ordinance in line for adoption: No. 2025-06

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).

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** 10:00 a.m.: STATUS OF VACANCIES, RECRUITMENT AND RETENTION EFFORTS FOR FISCAL YEAR 2024/2025 TO DATE
SUBJECT: Present Status of Vacancies, Recruitment and Retention Efforts for Fiscal Year 2024/2025 to date.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive report.

Attachments: [250918 AB 2561 Public Hearing Report](#)

- 2** 10:00 a.m.: 2025/2026 FISCAL YEAR BUDGET HEARING AND ADOPTION
SUBJECT: Fiscal Year 2025-2026 Budget Hearing and Budget Adoption.
FISCAL IMPACT: Provide appropriations for 2025-2026 Fiscal Year.
ACTION REQUESTED: 1) Open public hearing on the 2025-2026 Lassen County Budget; and 2) either continue the public hearing or take actions as follows: a) Adopt resolution Establishing Appropriations Limit in the amount not to exceed \$45,572,858, for Fiscal Year 2025- 2026 Pursuant to California Constitution Article XIII-B and Government Code §7910; and b) Approving the 2025 - 2026 Lassen County Budget; c) Setting the 2025 - 2026 Tax Rate.

Attachments: [FY 25-26 Memo and Resolution](#)
[FY 25-26 Fund Balance](#)
[FY 25-26 Revenues](#)
[FY 25-26 Expenditures](#)
[FY 25-26 Other Documents](#)
[FY 25-26 Allocated Positions](#)

3

Recess as the Board of Supervisors and convene as the County Service Area #1 Budget (Honey Lake TV).

SUBJECT: 10:05 a.m.: PUBLIC HEARING - COUNTY SERVICE AREA #1 HONEY LAKE TV - FISCAL YEAR 2025/2026 BUDGET HEARING AND BUDGET ADOPTION (Recess as the Board of Supervisors and convene as the County Service Area #1 Budget (Honey Lake TV)).

FISCAL IMPACT: No fiscal impact.

ACTION REQUESTED: Open public hearing on the 2025/2026 County Service Area #1 Budget (Honey Lake TV) Budget and either continue the public hearing or take actions as follows: 1) Adopt resolution approving the 2025/2026 County Service Area #1 Budget (Honey Lake TV) in the amount of \$144,933 and adopting the 2025/2026 TV User Fee in the amount of \$25 per single-family unit and \$10 per multi-family unit.

Adjourn as the County Service Area #1 and reconvene as the Board of Supervisors.

Attachments:

[FY 25-26 HLTV Budget](#)

4

Recess as the Board of Supervisors and convene as the Bieber Lighting District.

SUBJECT: 10:10 a.m.: PUBLIC HEARING - BIEBER LIGHTING DISTRICT - FISCAL YEAR 2025/2026 BUDGET HEARING AND BUDGET ADOPTION (Recess as the Board of Supervisors and convene as the Bieber Lighting District).

FISCAL IMPACT: No fiscal impact.

ACTION REQUESTED: Open public hearing on the 2025/2026 Bieber Lighting District Budget and either continue the public hearing or take actions as follows: 1) Adopt resolution Establishing Appropriations Limit the amount of \$28,596 for Fiscal Year 2025/2026 Pursuant to California Constitution Article XIII-B and Government Code Sec. 7910; and 2) approving the 2025/2026 Bieber Lighting District Budget in the amount of \$4,575.

Adjourn as the Bieber Lighting District and reconvene as the Board of Supervisors.

Attachments:

[FY 25-26 Bieber Lighting Budget](#)

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

COUNTY CLERK-RECORDER

- 1** LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF
SEPTEMBER 16, 2025
SUBJECT: Meeting Minutes of September 16, 2025.
FISCAL IMPACT: Unknown.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

HEALTH AND SOCIAL SERVICES

- 2** AMENDMENT TO THE AGREEMENT BETWEEN STRATEGIES BY
DESIGN AND LASSEN COUNTY
SUBJECT: Amendment to the Agreement between Lassen County and
Strategies By Design to provide experienced consulting to evaluate the
Public Health Tobacco Use Reduction/Prevention Program evaluations. This
amendment is to extend the term by two additional years, Fiscal Year (FY)
2025/2026 and FY 2026/2027, and to increase the maximum amount to
\$127,465.
FISCAL IMPACT: This agreement will be paid from the Public Health
Tobacco Use Reduction Fund/Budget Unit No. 115-7330.
ACTION REQUESTED: 1) Approve the Amendment to the Agreement with
Strategies By Design and 2) Authorize the County Administrative Officer to
execute the Amendment.

Attachments: [G2- BOS Strategies By Design 9.23.25](#)

PUBLIC WORKS DEPARTMENT

- 3** HIGHWAY SPECIALTY COMPANY CONTRACT AMENDMENT
SUBJECT: Increase Janesville Grade Guard Rail Replacement Project contract amount due to increased surface water runoff that has compromised the existing guard rails due to recent fires.
FISCAL IMPACT: Funding is available within the current 2025/2026 Fiscal Year Road Fund/Budget Unit No. 122-1222
ACTION REQUESTED: 1) Increase Janesville Grade Guard Rail Replacement Project contract amount available for Contract Change Orders from \$45,500 to \$109,500; and 2) authorize the Director of Public Works to sign the First Amendment to Agreement; and 3) authorize Director of Public Works to execute Contract Change Orders up to a "Not to Exceed" amount of \$109,500 or a total contract "Not to Exceed" amount of \$560,000.

Attachments: [PW JVL Grade Guardrail Attach](#)

- 4** HIGHWAY SPECIALTY COMPANY AGREEMENT
SUBJECT: The Public Works Department has the need to perform various repairs to guard rail throughout the county.
FISCAL IMPACT: Maximum contract not-to-exceed \$50,000 from Road Operating/Maintenance Fund/Budget Unit No. 122-1221.
ACTION REQUESTED: 1) Approve Agreement; and 2) authorize the Director of Public Works to sign.

Attachments: [PW Guardrail Attach](#)

COUNTY ADMINISTRATIVE OFFICE

- 5** PERSONNEL REPORT
SUBJECT: Personnel Movement Report for August, 2025.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: [09182025_LASSEN county](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

- 6** ACTION REQUESTED: Receive and file the following correspondence:
a) State Water Resources Control Board Public Notice Instructions for Temporary Permit Application T033518 of Lassen and Modoc GSAs to Appropriate Water from Ash Creek in Lassen and Modoc Counties.
b) Plumas County Community Development Commission Board of Commissioners Regular Agenda for September 16, 2025.
c) Entertainment Committee & Interim Committee Agenda for September 22, 2025.
d) Lassen County Planning Commission Regular Meeting Agenda for October 7, 2025.

Attachments: [MISC CORR](#)

H. DEPARTMENT REPORTS**HEALTH & SOCIAL SERVICES**

- 1** **AGREEMENT BETWEEN BUTTE COUNTY AND LASSEN COUNTY**
SUBJECT: Agreement between Lassen County and Butte County to provide acute psychiatric inpatient care services for the term of July 1, 2025, through June 30, 2026, and a maximum amount of \$100,000.
FISCAL IMPACT: This agreement will be paid from the Behavioral Health Fund and Budget Unit No. 110-0751.
ACTION REQUESTED: 1) Approve the Agreement with Butte County and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: [H1- BOS BH Butte County 9.23.25](#)

- 2** **AGREEMENT BETWEEN WILLOW GLEN CARE CENTER AND LASSEN COUNTY**
SUBJECT: Agreement between Lassen County and Willow Glen Care Center to provide residential care services for adults for the term of July 1, 2025, through June 30, 2027, and a maximum amount of \$250,000.
FISCAL IMPACT: This agreement will be paid from Fund/Budget Unit No. 110-0751 and 110-0771.
ACTION REQUESTED: 1) Approve the Agreement with the Willow Glen Care Center; and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: [H2- BOS Willow Glen Care Center 9.23.25](#)

- 3** **TRANSITIONAL HOUSING PROGRAM**
SUBJECT: Transitional Housing Program Round 7 and Housing Navigation and Maintenance Program Round 4 Joint Allocation Acceptance Resolution.
FISCAL IMPACT: This is a grant-funded program that will require a future funding appropriation in the Fiscal Year 2026/2027 budget.
ACTION REQUESTED: 1) Adopt resolution; and 2) authorize the County Administrative Officer or designee to execute the agreements.

Attachments: [H3- BOS CSS G&L THP7 and HNMP4 9.23.25](#)

- 4** **HIRING OF SUPERVISING INTEGRATED CASE WORKER**
SUBJECT: Hiring of Candidate at a Management Professional Association (MPA) Range 20, Step G for the Supervising Integrated Case Worker position at Lassen WORKs.
FISCAL IMPACT: Community Social Services / Lassen WORKs Fund/Budget Unit No. 120-0855 has sufficient funding allocated for this position.
ACTION REQUESTED: 1) Authorize the hiring at the G Step.

Attachments: [H4- BOS HSS G Step Supervising ICW 09.23.25](#)

PLANNING AND BUILDING SERVICES

- 5 CONTRACT WITH 4 LEAF TO UPDATE THE HOUSING ELEMENT
SUBJECT: Proposed \$3,000 increase for the 4LEAF contract to update the Housing element of the Lassen County General Plan for the 2024-2029 cycle.
FISCAL IMPACT: The \$3,000 increase would be charged to the Geothermal account no. 1741741-302300.
ACTION REQUESTED: 1) Receive report; and 2) authorize the Chairman to execute the second contract amendment.

Attachments: [PBS 4LEAF Second Amendment Attach](#)

- 6 AMENDMENT TO CONTRACT BETWEEN LASSEN COUNTY AND GRANICUS
SUBJECT: Contract between Lassen County and Granicus to provide SmartGov licensing for a three-year period of October 1, 2025, through September 30, 2028, not to exceed amount of \$81,192.98.
FISCAL IMPACT: The first annual fee has been budgeted in the 2025/2026 Fiscal Year budgets for Planning, Building, Surveyor and Environmental Health. The accounts the fee is budgeted in are 100681-302800, 100682-302800, 100331-302800, and 1730732-302800.
ACTION REQUESTED: 1) Receive Report; and 2) authorize the Chairman to sign the contract.

Attachments: [PBS Granicus Attach](#)

COUNTY ADMINISTRATIVE OFFICE

- 7 SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

I. CORRESPONDENCE**J. AGENDA ADDENDUM**

PROPOSED MEETING DATES FOR 2025:

September 30, 2025 – No Board Meeting

October 7, 2025 – No Board Meeting

October 14, 2025 – 9:00 a.m. – Board Meeting

October 21, 2025 – 9:00 a.m. – Board Meeting

October 28, 2025 – 9:00 a.m. – Board Meeting

November 4, 2025 – No Board Meeting

November 11, 2025 – No Board Meeting (Holiday)

November 18, 2025 – 9:00 a.m. – Board Meeting

November 25, 2025 – 9:00 a.m. – Board Meeting

December 2, 2025 – No Board Meeting

December 9, 2025 – 9:00 a.m. – Board Meeting

December 16, 2025 – 9:00 a.m. – Board Meeting

December 23, 2025 – 9:00 a.m. – Board Meeting

ADJOURNMENT