

County of Lassen
ADMINISTRATIVE SERVICES



- CHRIS GALLAGHER**
District 1
- GARY BRIDGES**
District 2
- TOM NEELY**
District 3
- AARON ALBAUGH**
District 4
- JASON INGRAM**
District 5

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March 13, 2024

TO: Board of Supervisors
Agenda Date: March 19, 2024

FROM: Richard Egan, County Administrative Officer 

RE: Results of Non-Binding Advisory Ballot Measure T and Measure U

RECOMMENDATION: Provide direction to staff.

PRIOR BOARD ACTION:

- At its August 16, 2022 meeting, the Board provided direction to staff regarding recruiting for and appointing a County Auditor for a vacancy to occur on January 3, 2023.
- On April 11, 2023, following an unsuccessful recruitment, the Board adopted/enacted Urgency Ordinance No. 2022-03, to consolidate the offices of Auditor (de facto Controller) and Treasurer-Tax Collector to fill the vacancy with the incumbent Treasurer-Tax Collector.
- On October 10, 2023, and by Resolution No. 23-053 the Board (by an affirmative vote of 4-1 with Supervisor Neely voting no) authorized the submission to the voters two advisory questions regarding the establishment of the Office of Director of Finance to replace the Office of Auditor-Controller-Treasurer and Tax Collector (“Measure T”), and the question if the appointment should be for a 4-year term (“Measure U”). Both questions were placed on the March 5, 2024, Presidential Primary Election ballot. As of March 13, 2024, Measure T and Measure U, were failing with a 78.03% and 74.23% no vote response, respectively (unofficial results).

DISCUSSION: The purpose of this agenda item is to allow the Board the earliest opportunity to discuss the results of the ballot questions and to provide direction to staff. Potential options would be to keep the existing consolidated office (do nothing) or direct staff to prepare future Board actions to separate or dissolve the consolidated-office into their previous form of Auditor-Controller and Treasurer/Tax Collector. The separation of the consolidated-office would need to respect the term of office of the incumbent elected official. Additionally, there would be time-constraints and deadlines during 2025 to prepare for the 2026 California election (for example, the Signature-in-Lieu of Filing Fee Period would begin in September 2025).

FISCAL IMPACT: Unknown.

ALTERNATIVE: The Board may ask to repeat or place a new advisory question on the November 5, 2024, general election ballot (not recommended).

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Choose Civility

MEMBER SUSANVILLE CITY COUNCIL City of Susanville

Vote For 3

	TOTAL	VOTE %
CURTIS BORTLE	1,043	25.48%
MARIA FREGULIA	906	22.13%
PATRICK PARRISH	1,025	25.04%
DAWN MILLER	1,057	25.82%
Write-In Totals	63	1.54%
Total Votes Cast	4,094	100.00%
Contest Totals	6,654	

PROPOSITION 1

Vote For 1

	TOTAL	VOTE %
Yes	1,564	23.69%
No	5,037	76.31%
Total Votes Cast	6,601	100.00%
Contest Totals	6,890	

MEASURE T

Vote For 1

	TOTAL	VOTE %
Yes	1,414	21.97%
No	5,021	78.03%
Total Votes Cast	6,435	100.00%
Contest Totals	6,890	

T

✓

MEASURE U

Vote For 1

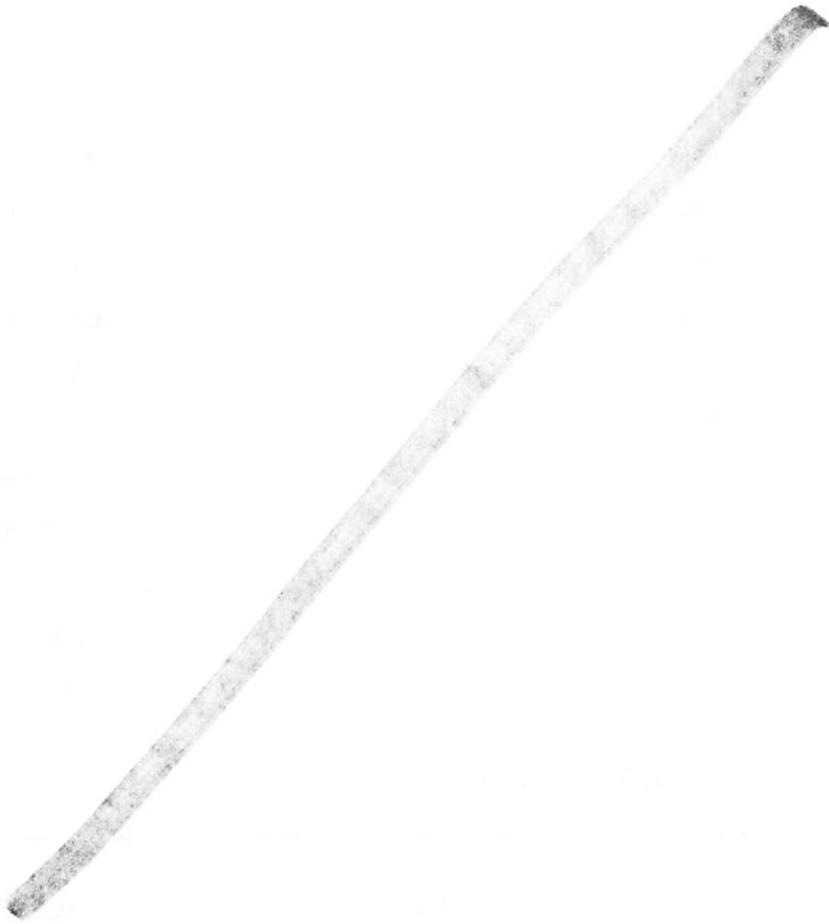
	TOTAL	VOTE %
Yes	1,603	25.77%
No	4,617	74.23%
Total Votes Cast	6,220	100.00%
Contest Totals	6,890	

U

REP. PRESIDENTIAL PREFERENCE

Vote For 1

	TOTAL	VOTE %
NIKKI HALEY	400	8.74%
ASA HUTCHINSON	7	0.15%
DONALD J. TRUMP	4,054	88.57%
CHRIS CHRISTIE	16	0.35%
RYAN L BINKLEY	6	0.13%
DAVID STUCKENBERG	9	0.20%
RACHEL SWIFT	8	0.17%
RON DESANTIS	43	0.94%
VIVEK RAMASWAMY	18	0.39%
Write-In Totals	16	0.35%
Total Votes Cast	4,577	100.00%
Contest Totals	4,636	



FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: Portfolio July

This Report was received and filed on the Consent Agenda.

PORTFOLIO FOR AUGUST
SUBJECT: Treasurer's Investment Report for August, 2023.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: Portfolio Aug

This Report was received and filed on the Consent Agenda.

FUND CASH BALANCES FOR JULY
SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of July, 2023.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: Fund Cash Balances Jul

This Report was received and filed on the Consent Agenda.

FUND CASH BALANCES FOR AUGUST
SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of August, 2023.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: Fund Cash Balances Aug

This Report was received and filed on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:
a) Central Valley Regional Water Quality Control Board Meeting Notice and agenda for October 11, 2023, and October 12, 2023.

Attachments: MISC CORR

This Report was received and filed on the Consent Agenda.

DEPARTMENT REPORTS

BOARD OF SUPERVISORS

DIRECTOR OF FINANCE
SUBJECT: Adoption of a resolution calling for and authorizing to submit to the voters of Lassen County two advisory questions regarding the establishment of the office of Director of Finance consolidating the offices of

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Auditor, Controller, Tax Collector and Treasurer, and if so established, be appointed by the Lassen County Board of Supervisors.

FISCAL IMPACT: Unknown. Future fiscal impact to determined annually.

ACTION REQUESTED: 1) Adopt resolution; and/or 2) provide direction to staff.

Attachments: 231010 Director of Finance

CAO Egan reminded the board this item had been previously discussed and direction to staff was to prepare a resolution for two advisory measures to place on the primary election ballot. CAO Egan stated the questions would be regarding the establishment of the office of Director of Finance consolidating the offices of Auditor, Controller, Tax Collector and Treasurer, and if so established, be appointed by the Lassen County Board of Supervisors. County Counsel Uhrhammer informed the board the majority of counties that have consolidated the offices have made the position by appointment of the board and reiterated this would be an advisory of what voters wanted to do.

Auditor/Controller/Treasurer/Tax Collector Nancy Cardenas stated she believed Lassen County needed a Director of Finance and agreed that both offices should be combined. CAO Egan recommended this position to be a four year term. Additional discussion was held.

SPEAKERS: Denise Pickens.

A motion was made by Supervisor Gallagher, seconded by Supervisor Albaugh, that this Resolution No. 23-053 be adopted.

The motion carried by the following vote:

Aye: 4 - Gallagher, Albaugh, Bridges and Ingram

Nay: 1 - Neely

MATTERS SET FOR TIME CERTAIN

BOARD OF SUPERVISORS - TITLE III

SUBJECT: Receive public comment and approve allocation of Federal Title III funding to the Lassen County Sheriff's Department.

FISCAL IMPACT: Positive. Provides for the reimbursement of County costs.

ACTION REQUESTED: Approve allocation of 2022-2023 Title III funding in the amount of \$134,417.01 to the Lassen County Sheriff's Department for reimbursement of search and rescue and other emergency response activities performed on Federal land and paid for by Lassen County including law enforcement patrols, associated training costs, and equipment purchases directly related to those services.

Attachments: 231010 Title III FY 22-23

Sheriff/Coroner Dean Growdon informed the board this was Title III funding from the federal government to help offset some costs of emergencies. This had previously been used for the Fire Safe Council, law enforcement, and search

The motion carried by the following vote:

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

CONSOLIDATION

SUBJECT: Consider adoption of an urgency ordinance to consolidate the office of Lassen County Auditor with the office of Lassen County Treasurer/Tax Collector.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Introduce, wave the reading of, and adopt/enact ordinance (4/5 vote required); and/or 2) provide direction to staff.

Attachments: 230411 Consolidation of Offices Ordinance

CAO Egan gave a brief overview of the Treasurer/Tax Collector and Auditor's office, elected offices, and recommended approval of this item. CAO Egan stated if the board approved this item it would combine the Treasurer/Tax Collector and Auditor's office and it would remain for the duration of that four year term. CAO Egan said on the next presidential primary election he proposed to put a question on the ballot as to whether or not to create a Director of Finance and if the position should be elected or appointed by the Board of Supervisors. Treasurer/Tax Collector Nancy Cardenas stated combining the offices would give the county a lot of good choices and better options. Additional discussion was held regarding the Treasurer/Tax Collector's office, Auditor's office, staff, salaries, and the Tyler implementation. Sheriff/Coroner Dean Growdon stated this was a good idea and briefly discussed payroll and time balancing. The board thanked Treasurer/Tax Collector Cardenas for accepting this position.

A motion was made by Supervisor Albaugh, seconded by Supervisor Gallagher, that this Ordinance No. 2023-03 be adopted. The motion carried by the following vote:

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

RESOLUTION

SUBJECT: Resolution regarding the consolidation of the offices of treasurer tax collector auditor and to consider submitting a question to the electors of the county of whether the office of director of finance be established.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Adopt resolution; and 2) provide direction to staff.

Attachments: 230411 Resolution Consolidated Office

CAO Egan informed the board this item related to the consolidation of the offices of the Treasurer/Tax Collector and Auditor. CAO Egan gave a brief overview of the resolution and recommended having this item on the ballot to present to the voters. The board would have to authorize the ballot question. Brief discussion was held.

A motion was made by Supervisor Albaugh, seconded by

**Supervisor Gallagher, that this Resolution No. 23-026 be adopted.
The motion carried by the following vote:**

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

SHERIFF'S DEPARTMENT

PROPOSAL AWARD

SUBJECT: The Lassen County Sheriff's Office is asking to award proposal to Trinity Services Group to provide kitchen and food services to the incarcerated population of the Lassen County Jail.

FISCAL IMPACT: The cost was broken down by Average Daily Population (ADP). Which was listed as follows:

Inmate Population	Meal Cost (Per Inmate/Per Day)
Below 100	\$4.733
101-121	\$4.440
122-142	\$4.173
143-153	\$3.812
154-174	\$3.666
175-195	\$3.434
196-216	\$3.251
217-228	\$3.102

The ADP of the Lassen County Jail maintains an average of 101-121 area. This would place us in the cost range of \$4.44. The approximate cost annually would be \$534,798. This would be paid out of the 130-0525 budget lines for food (currently \$350,000.00) and staffing/personnel cost of the four combined FTE positions allocated to Food Services (currently \$263,973.00). This is a total of \$613,973. The approval and subsequent contract with this vendor could result in a reduction in cost of approximately \$79,175.

ACTION REQUESTED: Award the bid to Trinity Services Group and authorize the CAO to begin contract negotiations with the vendor.

Attachments: [SO Cover Letter](#)

[SO Trinity Response to RFP for Lassen County Sheriff's Office \(1\)](#)

Sheriff's Captain John McGarva informed the board he was presenting this item to discuss a proposal award and gave a brief history the California Code of Regulations regarding food services provided to inmates, quality of food, and kitchen staffing. Captain McGarva also discussed background checks for new hires and the contract with Trinity Services Group. Additional discussion was held regarding security and food storage.

A motion was made by Supervisor Gallagher, seconded by Supervisor Neely, that this Action Item be approved. The motion carried by the following vote:

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

