



Lassen County

Meeting Agenda

Board of Supervisors

LASSEN COUNTY SUPERVISORS:

*DISTRICT 1 - CHRIS GALLAGHER; DISTRICT 2 - GARY BRIDGES - CHAIRMAN; DISTRICT 3 - TOM NEELY;
DISTRICT 4 - AARON ALBAUGH - VICE CHAIRMAN; DISTRICT 5 - JASON INGRAM*

Tuesday, November 14, 2023

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 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 or lcclerk@co.lassen.ca.us.

*Next Resolution in line for adoption: No. 23-055

*Next Ordinance in line for adoption: No. 2023-08

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

UNAGENDIZED REPORTS BY BOARD MEMBERS

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.: PLANNING AND BUILDING SERVICES - TITLE 18
AMENDMENT
SUBJECT: A proposed ordinance to amend Title 18 (Zoning) concerning kennels. In zoning districts other than commercial or industrial, the proposed ordinance would require a use permit to establish a kennel, unless a residence is first established.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Receive report from staff and recommendation of approval from the Planning Commission; and 2) conduct a public hearing; and 3) introduce and adopt, by title only, the proposed ordinance.

Attachments:

[C1 Attach](#)

[C1 Attach 2](#)

- 2 10:05 a.m.: PLANNING AND BUILDING SERVICES - USE PERMITS
SUBJECT: Ordinance Amending Sections 18.112.040 (Public hearings), 18.112.045 (Notice of planning commission action), 18.112.060 (Revocation), 18.112.065 (Abandonment), 18.112.070 (Extension), and 18.112.080 (Authorization to operate) of the Lassen County Code. The ordinance would authorize recordation of Use Permit Revocations, Abandonment, and Authorizations to Operate.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Receive report from staff and recommendation of approval from the Planning Commission; and 2) conduct a public hearing; and 3) introduce and adopt, by title only, the proposed ordinance.

Attachments:

[C2 Attach](#)

[C2 Attach 2](#)

- 3 10:10 a.m.: SHERIFF'S OFFICE - OPERATIONS
SUBJECT: First reading of the Uncodified Ordinance regarding annual review of a Military Equipment Use Policy pursuant to Assembly Bill (AB) 481.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Receive report; and 2) conduct a Public Hearing; and 3) Introduce and waive the first reading.

Attachments: [SO Military Equip Attach 1](#)
[SO Military Equip Attach 2](#)
[SO Military Equip Attach 3](#)
[SO Military Equip Attach 4](#)

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.

- 1 10:00 a.m.: VETERANS DAY PROCLAMATION
SUBJECT: Proclamation recognizing Veterans.
FISCAL IMPACT: None.
ACTION REQUESTED: Adopt Proclamation.

Attachments: [231111 VFW Proclamation 2023 -- Veterans Day](#)

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

AUDITOR/CONTROLLER/TREASURER/TAX COLLECTOR

- 1 SALE OF TAX DEFAULTED PROPERTY
SUBJECT: Resolution approving the sale of Tax Defaulted property at public auction and sealed auction May 10th through May 13th, 2024.
FISCAL IMPACT: None.
ACTION REQUESTED: Adopt resolution.

Attachments: [doc04743920231109145454](#)

COUNTY CLERK-RECORDER

- 2** LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF OCTOBER 10, 2023
SUBJECT: Meeting Minutes of October 10, 2023.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2023-10-10](#)

- 3** LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF OCTOBER 17, 2023
SUBJECT: Meeting Minutes of October 17, 2023.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2023-10-17](#)

- 4** LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF OCTOBER 24, 2023.
SUBJECT: Meeting Minutes of October 24, 2023.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

OFFICE OF EMERGENCY SERVICES

- 5** OFFICE OF EMERGENCY SERVICES RESOLUTION
SUBJECT: The Governing Body Resolution (GBR) appoints authorized agents, identified by position title to act on behalf of the Lassen County for executing any actions necessary for each application and subaward from CalOES or FEMA. All Applicants are required to submit a copy of an approved GBR with their grant application.
FISCAL IMPACT: Potential Grant Revenue.
ACTION REQUESTED: Adopt resolution.

Attachments: [231114 OES Resolution](#)

SHERIFF'S DEPARTMENT

- 6** BOATING AND WATERWAYS
SUBJECT: Board resolution for 2024-2025 applicant for Financial Aid and Financial Aid Program Agreement, State of California Department of parks and Recreation, Division of Boating and Waterways.
FISCAL IMPACT: Potentially provide \$45,640 to the Lassen County Sheriff's Office for Boating Patrol Services for the Fiscal Year 2024/2025. Potentially provide \$45,640 to the Lassen County Sheriff's Office for boating patrol services for the Fiscal Year 2024/2025 in Fund/Budget Unit No. 111-0520.
ACTION REQUESTED: 1) Adopt the resolution; and 2) authorize the Sheriff to execute the Application for Financial Aid for the Fiscal Year 2024/2025 on behalf of the Lassen County authorizing program participation.

Attachments: [SO Boatways and Waterways Attach](#)

- 7** ADMINISTRATION
SUBJECT: Approval of new job description for Community Services Officer (Civil) - part-time with benefits.
FISCAL IMPACT: There will be budgetary savings associated with filing the position with a part-time employee.
ACTION REQUESTED: Approve the job description.

Attachments: [SO Job Descript Attach](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

- 8** ACTION REQUESTED: Receive and file the following correspondence:
a) Lassen County Planning Commission Meeting Agenda for November 7, 2023.
b) Lassen County Behavioral Health Advisory Board meeting agenda for October 23, 2023.

Attachments: [MISC CORR](#)

BOARD OF SUPERVISORS

- 9** DISCRETIONARY FUNDS - SUPERVISOR INGRAM
SUBJECT: Request to designate: \$1,000 to the Doyle Seniors.
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.
ACTION REQUESTED: Approve expenditures.

H. DEPARTMENT REPORTS

HEALTH & SOCIAL SERVICES

- 1** BEHAVIORAL HEALTH AGREEMENT WITH DEPARTMENT OF HEALTH CARE SERVICES
SUBJECT: Agreement #23-30109 between Department of Health Care Services and Lassen County for Substance Use Disorder (SUD) services for Fiscal Years (FY) 2023-24 through 2026-27 in the amount of \$835,200.
FISCAL IMPACT: This is a Revenue Agreement.
ACTION REQUESTED: 1) Approve Agreement #23-30109 with the Department of Health Care Services, and 2) authorize the County Administrative Officer to execute the Agreement.
- Attachments:** [H1-BOS BH SUD #23-30109 11.14.23](#)
- 2** GRANTS AND LOANS AGREEMENT WITH THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
SUBJECT: Grant Agreement #22-PLHA-17670 between the Department of Housing and Community Development and Lassen County Grants and Loans implementing the Permanent Local Housing Allocation (PLHA) total Grant amount of \$445,541 for the term of Fully Executed Agreement Date through June 30, 2030.
FISCAL IMPACT: There is no impact to County General Funds. This is a revenue agreement.
ACTION REQUESTED: 1) Approve the Grant Agreement with Department of Housing and Community Development; and 2) authorize the County Administrative Officer to execute the agreement.
- Attachments:** [H2-BOS GLD PLHA 11.14.23](#)
- 3** HOUSING AND GRANTS APPLICATION RESOLUTION
SUBJECT: Transitional Housing Program Round 5 and Housing Navigation and Maintenance Program Round 2 Joint Allocation Acceptance Resolution.
FISCAL IMPACT: This is a grant funded program that will require a future funding appropriation in the fiscal year 2023/2024 and 2024/2025 budget.
ACTION REQUESTED: 1) Adopt resolution; and 2) authorize the County Administrative Officer or his designee to execute the agreements.
- Attachments:** [H3-BOS GLD THP HNP 11.14.23](#)

PLANNING AND BUILDING SERVICES

- 4 DROUGHT PLAN
SUBJECT: Apply for \$125,000 direct technical assistance from the Department of Water Resources to prepare and establish a drought and water shortage task force and develop a drought and water shortage emergency response and long-term mitigation plan for domestic wells and state small water systems (serving 5-14 connections).
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Receive report; and 2) provide direction to staff.

Attachments: [H4 Attach](#)

- 5 GENERAL PLAN STATUS REPORT
SUBJECT: Provide an update to the Board of Supervisors regarding the status of the Lassen County General Plan, its required elements and the associated Area Plans.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Receive report; and 2) provide direction to staff.

Attachments: [H5 Attach](#)

PUBLIC WORKS DEPARTMENT

- 6 CONTINGENCY FUNDING FOR LASSEN COUNTY HISTORIC COURTHOUSE RENOVATION PROJECT - TENANT IMPROVEMENTS
SUBJECT: Additional Contingency Funding for Lassen County Historic Courthouse Renovation Project - Tenant Improvements.
FISCAL IMPACT: Funding is available within the current 2023/2024 Fiscal Year County Budget. Expenditures would be paid out of Courthouse Square Construction Fund/Budget Unit No. 154-1541.
ACTION REQUESTED: 1) Increase Lassen County Historic Courthouse Renovation Project - Tenant Improvements contract amount available for Contract Change Orders from \$400,000 to \$650,000; and 2) authorize Director of Public Works to execute Contract Change Orders up to a "Not to Exceed" amount of \$650,000 or a total contract "Not to Exceed" amount of \$6,532,748.

Attachments: [PW #1 BOS 11-14-23 Courthouse Contingency Funding Attach](#)

- 7 FIRST AMENDMENT TO AGREEMENT WITH LIONAKIS - HISTORIC COURTHOUSE RENOVATION PROJECT
SUBJECT: First Amendment to Agreement with Lionakis - Architect for Lassen County Historic Courthouse Renovation Project - Tenant Improvements.
FISCAL IMPACT: Funding is available within the current 2023/2024 Fiscal Year County Budget. Expenditures would be paid out of Courthouse Square Construction Fund/Budget Unit No. 154-1541.
ACTION REQUESTED: Consider authorizing the Director of Public Works to sign a first amendment to agreement with Lionakis, for architectural and engineering services related to the Lassen County Historic Courthouse Renovation Project - Tenant Improvements, to add \$70,000 to the current agreement for a total "Not to Exceed" amount of \$474,550.

Attachments: [PW #2 BOS 11-14-23 Lionakis Attach](#)

- 8 COURTHOUSE OFFICE FURNITURE PURCHASE OPTIONS
SUBJECT: Courthouse Office Furniture Purchase Options.
FISCAL IMPACT: To Be Determined.
ACTION REQUESTED: 1) Receive report; and 2) provide direction to staff on furniture options for furnishing the Courthouse at completion of the tenant improvement project.

Attachments: [PW #3 BOS 11-14-23 Courthouse Office Furniture Attach](#)

SHERIFF'S DEPARTMENT

- 9 LASSEN COUNTY JAIL MEDICAL SERVICES REQUEST FOR PROPOSAL (RFP)
SUBJECT: Award the RFP to Wellpath.
FISCAL IMPACT: Funds have been appropriated with Fund/Budget Unit No. 130-0526 for the amount of \$1,996,468.
ACTION REQUESTED: 1) Approve; and 2) authorize the County Administrative Officer to begin formal negotiations for a multi-year contract.

Attachments: [SO Jail Attach](#)

- 10 OPERATIONS
SUBJECT: Lassen and Plumas County radio integration project.
FISCAL IMPACT: No General Fund Impact. Revenues and expenditures in 185-0547 in the amount of \$433,000 to be reimbursed by the grant.
ACTION REQUESTED: 1) Approve the Memorandum of Understanding (MOU) with Plumas County; and 2) ratify the creation of Fund/budget Unit No. 185-0547; and 3) approve the appropriation and expenditures in the amount of \$433,000 and offsetting revenues in the same amount; and 4) authorize the County Administrative Officer to execute the MOU. (4/5 vote required).

Attachments: [SO Operations Attachment](#)

COUNTY ADMINISTRATIVE OFFICE

11

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

I. CORRESPONDENCE

J. AGENDA ADDENDUM

2023 PROPOSED MEETINGS:

November 21, 2023 – 9:00 a.m. – Board Meeting

November 28, 2023 – 9:00 a.m. – Board Meeting

December 5, 2023 – No Board Meeting

December 12, 2023 – 9:00 a.m. – Board Meeting

December 19, 2023 – 9:00 a.m. – Board Meeting

December 26, 2023 – 9:00 a.m. - Board Meeting

ADJOURNMENT