

**TRINITY COUNTY
BOARD OF SUPERVISORS**
Trinity County Library
Conference Room
351 Main Street
Weaverville, CA

MEETING AGENDA

December 5, 2023

**Chairman
Supervisor Jill Cox - District 2**

**Vice-Chairman
Supervisor Ric Leutwyler - District 1**

**Supervisor Liam Gogan - District 3
Supervisor Heidi Carpenter-Harris - District 4
Supervisor Dan Frasier - District 5**

**Trent Tuthill - County Administrative Officer
Margaret E. Long - County Counsel
Ashley Piker - Deputy Clerk of the Board**

The Trinity County Board of Supervisors welcomes you to its meetings which are regularly scheduled for the first and third Tuesday of each month, unless altered to accommodate a holiday, starting at 9:00 a.m. at 351 Main Street, Weaverville, California.

This Board Agenda contains a brief, general description of each item to be considered. Supporting documentation is available online at www.trinitycounty.org, at the County Administrative Office located at 11 Court Street, Room 230, Weaverville, CA, during normal business hours, and in the Public Packet at the rear of the Board Chambers during the meeting.

If you would like to receive notification via email that the agenda has been posted, please send your request to clerkoftheboard@trinitycounty.org.

Members of the public wishing to present documents to the Board of Supervisors during the meeting must submit ten (10) copies to the Deputy Clerk of the Board.

During the meeting the Trinity County Board of Supervisors may take action sitting as the Board of Supervisors and as the governing body of: The Trinity County Transportation Commission, the In-Home Supportive Services Authority, the Consolidated Transit Services Agency, the Trinity County Board of Equalization, the Trinity County Housing Authority and the Solid Waste Local Task Force.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the Deputy Board Clerk at the County Administrative Office three (3) full business days prior to the meeting at (530) 623-1382 or clerkoftheboard@trinitycounty.org.

ALTERNATE LOCATION

Supervisor Frasier will be attending via zoom from the following location:

21 S Washington St
Staunton, VA 24401

ZOOM INFORMATION

Join Zoom Meeting

<https://zoom.us/j/5950072851?pwd=RHp6TDhNajNJMVJHZFJlRmhacmJjUT09>

Meeting ID: 595 007 2851

Passcode: 267684

Dial In:

1 (669) 900-6833

Phone Commands: *6 Mute/Unmute; *9 Raise Hand

If you need assistance with Zoom please go to this website:

<https://support.zoom.us/hc/en-us/articles/201362283-Testing-computer-or-device-audio>

Just a reminder that the chat feature is not the appropriate forum to ask questions or provide comments. This chat should only be used to notify us of technical issues. No response will be given in acknowledgement or otherwise via the Zoom chat.

Public Comment given via Zoom can only be done audibly (not via chat), and you must either "Raise Your Hand" or use the chat to request your turn.

9:00 AM

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

PRESENTATIONS

Board of Supervisors

- 1.1 Recieve an overview of the Draft Northwest CA BLM Integrated Resource Management Plan from Pat Frost.

No fiscal impact.

Clerk of the Board

- 1.2 Receive an update from U.S. Forest Service representatives regarding matters of interest in Trinity County.

No fiscal impact.

PUBLIC COMMENT

This time is for information from the public on matters not appearing on this agenda or within the Consent Calendar. All

comments are limited to three minutes and must pertain to matters within the jurisdiction of this Board. When addressing the Board please state your name for the record and address the Board as a whole through the Chair. No action or discussion will be conducted on matters not listed on the agenda, however, the Chair may refer the subject matter to the appropriate department for follow-up or schedule the matter on a subsequent Board Agenda.

REPORTS/ANNOUNCEMENTS

- 2.1** I. Report from Department Heads
II. Report from County Administrative Officer
III. Reports from Members of the Board of Supervisors
IV. Reports from Ad Hocs:
A. Cannabis Ordinance

CONSENT CALENDAR

These items include routine, non-controversial matters and will be acted upon by the Board by one, roll-call motion. If a member of the public has any questions or comments on an item on the consent calendar, they may provide them now. A member of the Board or Staff may request an item be pulled and considered separately.

Auditor/Controller

- 3.1** Approve amendment number 7 to the agreement with CliftonLarsonAllen LLC increasing the maximum cost to the county by \$35,000, to provide professional auditing services of the County's financial records and Single Audit review for the fiscal years ending June 30, 2021, June 30, 2022, June 30, 2023, June 30, 2024, June 30, 2025, and June 30, 2026.

Increase in General Fund appropriations in the amount of \$30,000 as requested in item 4.1.

- 3.2** Approve a budget adjustment for FY 23/24 for the following departments:
- Risk Management - Dept 1890 decreasing Intra-Fund Expense by \$150;
 - General Services - Dept 1750 decreasing Intra-Fund Expense by \$861;
 - Human Resources - Dept 1250 decreasing Intra-Fund Expense by \$39,359;
 - Information Technology - Dept 1940 decreasing Intra-Fund Expense by \$583;
 - Auditor - Dept 1300 decreasing Intra-Fund Expense by \$641;
 - Treasurer/Tax Collector - Dept 1350 decreasing Intra-Fund Expense by \$367;
 - County Counsel - Dept 1600 decreasing Intra-Fund Expense by \$4;
 - Clerk/Recorder - Dept 2500 increasing Intra-Fund Expense by \$562;
 - Assessor - Dept 1400 increasing Intra-Fund Expense by \$1,631;
 - Elections - Dept 1650 increasing Intra-Fund Expense by \$493;
 - Grand Jury - Dept 2050 increasing Intra-Fund Expense by \$7;
 - District Attorney - Dept 2100 increasing Intra-Fund Expense by \$2,980;
 - Sheriff - Dept 2281 increasing Transfers In and Intra-Fund Expense by

\$10,074;

- Jail - Dept 2282 increasing Transfers In and Intra-Fund Expense by \$8,273;
- Probation - Dept 2400 increasing Intra-Fund Expense by \$5,019;
- Building - Dept 2480 increasing Intra-Fund Expense by \$1,640;
- Ag Sealer -Dept 2490 increasing Intra-Fund Expense by \$1,219;
- Coroner - Dept 2283 increasing Transfers In by \$3 and Intra-Fund Expense by \$1,561 and decreasing Interfund Expenses by \$1,558;
- Planning - Dept 2800 increasing Intra-Fund Expense by \$2,955;
- Animal Control - Dept 2284 increasing Transfers In and Intra-Fund Expense by \$1,682;
- Library - Dept 6000 increasing Intra-Fund Expense by \$1,748;
- Cooperative Extension - Dept 6200 increasing Intra-Fund Expense by \$3;
- Veterans Services - Dept 5090 increasing Intra-Fund Expense by \$411;
- Juvenile Hall - Dept 2460 increasing Intra-Fund Expense by \$1,236; and
- Contributions to Others - Dept 1990 increasing Transfers Out by \$20,032

No net impact to the General Fund.

3.3 Approve a budget adjustment for FY 23/24 for the following departments:

- Cannabis Eradication Program - Dept. 2280 increasing Interfund Expense by \$1,971;
- National Forest Eradication - Dept. 2290 increasing Interfund Expense by \$6;
- JAG Grant Probation - Dept. 8199 increasing Interfund Expense by \$48;
- HHS Realignment - Dept. 8503 increasing Interfund Expense by \$41;
- Community Corrections Performance Incentive - Dept. 8522 increasing Interfund Expense by \$3;
- County Blood & Alcohol - Dept. 8558 increasing Interfund Expense by \$1; and
- SB170 Unpermitted Grows - Dept. 2116 increasing Interfund Expense by \$336.

No impact to the General Fund; current cash balance in Cannabis Eradication Program - Fund 148 is \$5,757; in National Forest Eradication - Fund 149 is \$-350; in JAG Grant Probation - Fund 199 is \$-132; in HHS Realignment - Fund 503 is \$2,487,386; in Community Corrections Performance Incentive - Fund 522 is \$70,930; in County Blood & Alcohol - Fund 558 is \$230; and in SB170 Unpermitted Grows is \$297,809.

3.4 Adopt a resolution which establishes Trinity County's Appropriation Limit for fiscal year 23/24.

No fiscal impact.

Behavioral Health Services

3.5 Approve amendment number 2 to the agreement with Willow Glen Care Center, to add additional Willow Glen Facilities increase the max cost by \$100,000; to provide long-term residential care through the Willow Glen Care Center (WGCC), the Rosewood Care Center, Willow Glen Intensive Residential Care (IRC) programs, and/or services through the MHRC (Mental Health Rehabilitation Center) Sequoia Treatment Center.

No impact to the General Fund; up to an additional \$100,000 from the Mental Health Budget.

Clerk of the Board

- 3.6** Approve the regular meeting minutes of June 6, June 20, July 18, and August 15, 2023 and special meeting minutes of June 1, July 18, and August 3, 2023 as submitted by the clerk.

No fiscal impact.

- 3.7** Adopt a resolution confirming the continuance of a local health emergency due to hazardous material concerns resulting from the 2021 fires in Trinity County.

No fiscal impact.

- 3.8** Authorize the Chairman to sign the Trinity County Fair Operating Budget for 2024.

Includes \$50,000 General Fund revenue as budgeted in fiscal year 23/24.

District Attorney

- 3.9** Approve a budget adjustment for FY 23/24 for Asset Seizure DA - Dept. 8588 increasing Transfers Out by \$42,200 and approve a budget adjustment for FY 23/24 for District Attorney increasing Transfers In and Services & Supplies by \$42,200.

Increase in General Fund appropriations in the amount of \$42,200; current cash balance in the Asset Seizure DA - Fund 588 is \$209,066.

Grants

- 3.10** Adopt a resolution which removes from the Administrative Department - Grants Division Capital Asset Inventory Listing Asset ID B0160, property located at 450 Oregon Street, Weaverville, CA and authorizes the CAO to sign any documents necessary to list and sell the property.

Unknown fiscal impact.

Health and Human Services

- 3.11** Approve an agreement with Intergovernmental Transfer regarding the transfer of Public Funds with the California Department of Health Care Services (DHCS), allowing Trinity County to participate in the Inter-Governmental Transfer (IGT) program.

No impact to the General Fund.

- 3.12** Adopt a resolution authorizing an application for acceptance of the county allocation awarded under the Transitional Housing Program.

No impact to the General Fund; potential revenue to the Housing Unit in the amount of \$22,788,000.

- 3.13** Approve and certify Trinity County Health and Human Services - Public Health Branch (TCPHB) Children's Medical Services Budget Packets for fiscal year 2023/2024.

No impact to the General Fund; program revenue from state allocations and federal matching funds.

Sheriff

- 3.14** Ratify the Sheriff's signature on the memorandum of understanding with North State Major Investigation Team (NSMIT) Central Valley California High Intensity Drug Trafficking Area (CVC HIDTA) to significantly diminish the availability and use of illegal drugs; reduce and prevent violent crimes in the NSMIT's area of responsibility, and apprehend the responsible offenders, thereby increasing public safety.

Unknown fiscal impact.

Transportation

- 3.15** Ratify the Director of Transportation's signature on the agreement with USDA to provide joint cooperation for Forest Stewardship, restoration, fire prevention and road maintenance.

Up to \$1,415,927 in reimbursable funds for the Forest Service share of actual expenses, to the Road Fund, Solid Waste and Natural Resources.

- 3.16** Ratify the Director of Transportation signatures on the following agreements with PG&E for the use of Weaverville airport during their Wildfire Safety Project:

- 23-107 duration of 7/1/2023 through 8/1/2023;
- 23-140 duration of 10/13/2023 through 10/15/2023; and
- 23-157 duration of 11/2/2023 through 11/12/2023

No impact to the General Fund; revenue received in the amount of \$3,600.

Trinity County Transportation Commission

- 3.17** Adopt a resolution which amends the 2022 Regional Transportation Plan (RTP) to include replacing Ripple Creek Bridge (No. 05C-0006).

No impact to general fund; up to \$2,525,000 in STIP funding.

COUNTY MATTERS

These items include non-routine, or controversial matters and are listed alphabetically by department. A member of the Board, Staff or public may request that an item be heard out of order.

Auditor/Controller

- 4.1** Approve a budget adjustment for FY 23/24 for County Audit - Dept. 1101 increasing Services & Supplies by \$30,000; and approve a budget adjustment for FY 23/24 for Contingency - Dept. 9901 decreasing provisions for contingency by \$30,000.

Increase in General Fund appropriations in the amount of \$30,000; current Contingency balance is \$497,180.

Cannabis

- 4.2** Adopt a resolution authorizing State of California Cannabis Equity Act Grant Funding.

Fiscal Impact Unknown; Equity Grant solicitation for FY23/24 enables the County of Trinity to apply for up to \$3,000,000.

- 4.3** Introduce and waive the reading of an ordinance amending Trinity County Code Section 17.43 pertaining to Commercial Cannabis Cultivation Regulations.

Fiscal Impact Unknown.

Clerk of the Board

4.4 Set the Board of Supervisors meeting schedule for calendar year 2024.

No fiscal impact.

Human Resources

4.5 Change the salary range assigned to the Employment & Training Worker Supervisor classification from M218 to M215 and direct that the salary range reflected on the Alphabetical Listing of Classifications be updated effective December 1, 2023.

Approximate cost in salary and benefits per month for an Employment & Training Worker Supervisor at range M218 A step is \$9,456, and at range M215 A step is \$9,211.

4.6 Take the following actions regarding classifications within the Human Resources and Risk Management Divisions effective December 1, 2023:

1. Approve revised job descriptions for and change the following classification titles:
 - a. Personnel Technician to Human Resources Technician;
 - b. Personnel Analyst I to Human Resources Analyst I;
 - c. Personnel Analyst II to Human Resources Analyst II;
 - d. Loss Prevention Specialist I to Risk Management Technician I; and
 - e. Loss Prevention Specialist II to Risk Management Technician II;
2. Direct that said changes be made to the Alphabetical Listing of Classifications and the allocation list for the Human Resources Department;
3. Adopt a resolution establishing salary and benefits for Non-Rep General Unit employees;
4. Pursuant to Trinity County Code Section 2.60.360, reclassify Employee ID No. 02485 from a Personnel Analyst I to a Human Resources Analyst I, reclassify Employee ID No. 03219 from a Personnel Analyst I to a Human Resources Analyst I and reclassify Employee ID No. 03270 from a Loss Prevention Specialist I to a Risk Management Technician I.

No fiscal impact.

Planning and Zoning

4.7 Discuss, approve, and/or provide direction based upon the recommendation for which Community Plans should be included as part of the General Plan update.

No fiscal impact.

4.8 Discuss, approve, and/or provide direction on community boundaries to be used in the development of Community Plans as part of the General Plan Update process.

No fiscal impact.

4.9 Discuss, approve and/or provide direction to staff regarding the revised draft Vision and Guiding Principles for the General Plan.

No fiscal impact.

CLOSED SESSION

- 5.1** Government Code Section 54954.5(b) - Conference with Real Property Negotiators
Address: 105 Hawthorn St, Weaverville, Ca 96093
Agency Negotiator: Trent Tuthill and Margaret Long
Negotiating party: TBD
Under Negotiation: Price and Terms of Sale/Payment
- 5.2** Government Code Section 54954.5(c) - Conference with Legal Counsel - Anticipated Litigation
No. of Cases: One
- 5.3** Government Code Section 54954.5(c) - Conference with Legal Counsel - Existing Litigation.
Number of cases: one
- Trinity Indian Creek MHP, et al. v. Candy Hoover, et al. (Trinity County Superior Court Case No. 23 CL067).
- 5.4** Government Code Section 54956.95 - Liability Claim
Claimant: Claim No. TIBZ-600127 (Employee #: 02164)

ADJOURN