

Tehama County  
Tuesday, May 14, 2024 9:00 AM  
Board of Supervisors  
Meeting Minutes



727 Oak Street, Red Bluff, CA 96080  
(530) 527-4655  
<http://www.co.tehama.ca.us>  
Board Chambers

William Moule, District 1  
Candy Carlson, District 2  
Pati Nolen, District 3  
Matt Hansen, District 4, Vice Chair  
John Leach, District 5, Chairman

Gabriel Hydrick  
Chief Administrator

Margaret Long  
County Counsel

Jennifer A. Vise  
Clerk of the Board  
(530) 527-3287

## 9:00 AM CALL TO ORDER / PLEDGE OF ALLEGIANCE

**Present:** Supervisor William Moule, Supervisor Pati Nolen, Vice Chair Matt Hansen, and Chairperson John Leach  
**Absent:** Supervisor Candy Carlson

Chairman Leach presided. Present in the Chambers were Clerk of the Board Jennifer Vise, County Counsel Margaret Long, and Chief Administrator Gabriel Hydrick.

## PUBLIC COMMENT

Scott Camp led a prayer.

Michael Decker spoke about his mortgage increasing and groundwater issues.

A member of the public spoke about his rent increasing in his mobile home park and the legal issues surrounding that.

Louise Wilkinson talked about a meeting she attended as a member of the Rio Alto Water District and about the County having an economic strategy.

Michael Kain questioned the supervisorial district changes.

## ANNOUNCEMENT OF AGENDA CORRECTIONS

The clerk stated Closed Session Item #31 should read Part One instead of Part Two.

## PREVIOUS REPORTABLE ACTIONS FROM CLOSED SESSION

### 15. CLOSED SESSION

a) PERSONNEL / PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Government Code Section 54957)

Title: Agriculture Commissioner / Sealer of Weights and Measures Annual

**Report out - Direction to staff.**

### 16. CLOSED SESSION

a) PERSONNEL / PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Interim Agriculture Commissioner / Sealer of Weights and Measures

**Report out - Direction to staff.**

17. CLOSED SESSION

a) Liability Claims Pursuant to Government code 54956.95

Claimant: Jeremy D. Erickson

Agency claimed against: Tehama County

**Report out - By a vote of 4-0, the Board denied the claim.**

**BOARD OF SUPERVISORS STANDING AND AD HOC COMMITTEE**

Fire Committee (Standing) (Leach, Hansen) - Meeting Monday.

Public Works Committee (Standing) (Leach, Nolen) - Meeting tomorrow.

Veterans Halls Advisory Committee (Standing) (Carlson, Leach) - Meeting June 10th.

Rescue Act Ad Hoc Committee (Carlson, Moule) - Not met.

Public Safety Tax Initiative Working Group (Hansen, Moule) - Meeting on Monday.

**REPORTS OF MEETINGS ATTENDED INCLUDING AB1234**

Supervisor Moule - None.

Supervisor Carlson - Absent.

Supervisor Nolen - Biomass, SPI Fire Cooperative meeting.

Supervisor Hansen - PG&E Roundtable Conference.

Chairman Leach - None.

**ANNOUNCEMENTS BY COUNTY DEPARTMENTS**

Administrative Analyst Tom Provine stated the County has received an additional \$2,459,964 dollars in funding for the Corning Vets Hall project.

Health Services Agency Executive Director Jayme Bottke stated the agency's budget may change after they receive the Governor's revised budget.

County Librarian Alicia Meyer discussed her in service day with staff and the outreach the Library has been doing.

Sheriff Dave Kain reported the new furniture has arrived and thanked Gina Warner in Personnel for her assistance.

Personnel Director Coral Ferrin said 30 people attended the Career Fair and she thanked the participating departments.

Clerk & Recorder Jennifer Vise stated on 8/30/11 after two public hearings the full Board adopted an Ordinance confirming the redistricting of the supervisor districts.

## CONSENT AGENDA

### Approval of the Consent Agenda

A motion was made by Supervisor Moule, seconded by Vice Chair Hansen, to approve the Consent Agenda. The motion carried by the following vote:

**RESULT:** APPROVED THE CONSENT AGENDA  
**MOVER:** William Moule  
**SECONDER:** Matt Hansen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach  
**ABSENT:** Supervisor Carlson

1. **GENERAL WARRANT REGISTER - 4/24/24 - 4/27/24** **24-522**
2. **DEPARTMENT OF AGRICULTURE / DIVISION OF ANIMAL SERVICES** **24-518**
  - a) TRANSFER OF FUNDS: ANIMAL SERVICES, B-73 From Spay/Neuter Revenue (2078-4711206) to Contingency (1109-59000), \$1,560; and From Contingency (1109-59000) to Spay/Neuter Expense (2078-532806), \$1,560. **(Requires 4/5's vote)**
3. **COUNTY COUNSEL** **24-513**
  - a) AGREEMENT - Approval and authorization for Chairman to sign the Agreement with Liebert, Cassidy, & Whitmore, for the purpose of providing labor relations representation and advice for rates set forth in Exhibit "B" with maximum compensation not to exceed \$100,000, effective 7/1/24 and shall terminate 6/30/25.  
Enactment No: MISC. AGR 2024-121
4. **ENVIRONMENTAL HEALTH DEPARTMENT** **24-493**
  - a) AGREEMENT - Approval and authorization for the Chair to sign Amendment No. 3 to the agreement with Hill Enterprises (Misc. Agree. #2019-271 amended by Misc. Agree #2022-46 and Misc. Agree #2023-89) for the purpose of removal of abandoned vehicles and parts thereof in various states of condition within both the incorporated and unincorporated areas, thereby extending the termination date to 4/30/25.  
Enactment No: MISC. AGR 2024-122
5. **ENVIRONMENTAL HEALTH DEPARTMENT** **24-503**
  - a) RESOLUTION - Adoption of a resolution authorizing the Director of Environmental Health to secure Enforcement Assistance Grant funds from Department of Resources Recycling & Recovery to be used to support Solid Waste Facilities permit and inspection programs.
  - b) AGREEMENT - Approval and authorization for the Director of Environmental Health to sign the Grant Agreement Cover Sheet with CalRecycle to receive grant funding in the amount of \$16,481 and to sign the Grant Payment Request to secure Enforcement Assistance Grant funds from Department of Resources Recycling and Recovery, for the period of 7/1/24 to 6/30/25.  
Enactment No: MISC. AGR 2024-123

- 6. HEALTH SERVICES AGENCY / MENTAL HEALTH 24-538**  
a) AGREEMENT - Approval and authorization for the Executive Director to sign the Agreement with Debra Villasenor to conduct activities associated with the identification, development and operation of housing for clients with serious mental illness who receive services through the County with a maximum compensation not to exceed \$84,000, effective 7/1/24 and shall terminate 6/30/26.  
Enactment No: MISC. AGR 2024-124
- 7. PURCHASING DEPARTMENT 24-537**  
a) Fiscal Year 2024/2025 Lube, Oil & Filter Bid  
1) Approval of specifications for the 2024/2025 Fiscal Lube, Oil & Filter Bid.  
2) Authorization for the Purchasing Department to solicit bids for lube, oil and filter service, with the bid opening set for 3:00 p.m. on 6/3/24 at the Administration Office, 727 Oak Street, Red Bluff.
- 8. SHERIFF'S OFFICE 24-526**  
a) AGREEMENT - Approval and authorization for the Sheriff to sign the Amendment #1 to the Standard Agreement #08-074-01 with the California Department of Justice (Misc. Agree #134-2008) for the provision of providing analysis of blood, breath and urine samples for DUI cases, thereby amending the Scope of Work, Budget Detail and Payment and Special Terms and Conditions.
- 9. SHERIFF'S OFFICE 24-545**  
a) AGREEMENT - Approval and authorization for the Sheriff to sign Amendment #2 to Agreement #21-76003-022, (Misc. Agree. #2022-127 amended by Misc. Agree #2023-11) with California Department of State Hospitals (DSH), for the purpose of providing DSH with relevant inmate medical records, and coordinating telehealth video interviews of defendants awaiting admission to a DSH facility, thereby increasing the total maximum compensation not to exceed \$55,000, effective 7/1/24 and shall terminate 6/30/25.  
Enactment No: MISC. AGR 2024-126
- 10. TREASURER/TAX COLLECTOR 24-489**  
a) Approval to renew the delegation of authority to the Tehama County Treasurer/Tax Collector to invest or reinvest the funds of the County and the funds of other depositors in the County treasury, or to sell and exchange securities so purchased, or to deposit funds for safekeeping, for the one-year period commencing 7/1/24 and shall terminate 6/30/25.  
b) Approval of the Tehama County Investment Policy dated 5/14/24.
- 11. TREASURER/TAX COLLECTOR 24-481**  
a) AGREEMENT - Approval and authorization for the Chair to sign Amendment #10 to the Agreement with Megabyte Property Tax System (Misc. Agree. #2015-50 as amended by Misc. Agree. #2016-135, #2017-81, #2018-67, #2019-100, #2020-116, #2021-151, #2022-149, #2023-130, and #2023-131 for software maintenance, thereby amending the amount not to exceed \$9,482.48 per month with fixed fees not to exceed \$12,642 and extending the term, effective 7/1/24 and shall terminate 6/30/25.  
Enactment No: MISC. AGR 2024-127

## REGULAR AGENDA

### 12. PERSONNEL / FIRE - Fire Chief Monty Smith 24-332

a) Approval of the new classification specification of Public Safety Vehicle & Equipment Mechanic III - Fire, effective 5/14/24.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** William Moule

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach

**ABSENT:** Supervisor Carlson

b) Approval of a resolution amending Resolution 2023-88, the FY 23/24 Position Allocation List (PAL), by decreasing two (2.00 FTE) Public Safety Vehicle & Equipment Mechanic II allocations and increasing two (2.00 FTE) Public Safety Vehicle & Equipment Mechanic III - Fire allocations, effective 5/14/24.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach

**ABSENT:** Supervisor Carlson

c) Approval to reclassify one (1) Public Safety Vehicle & Equipment Mechanic II incumbent to a Public Safety Vehicle & Equipment Mechanic III - Fire, effective 5/14/24.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** William Moule

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach

**ABSENT:** Supervisor Carlson

### 13. DEPARTMENT OF AGRICULTURE / PURCHASING - Agricultural 24-540

#### Commissioner Doni Rulofson

a) Approval of the specifications for one new 1/2-ton 4x2 regular cab, short bed pickup truck.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** Matt Hansen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach

**ABSENT:** Supervisor Carlson

b) Authorization for the Purchasing Department to solicit bids for one new 1/2-ton 4x2 regular cab, short bed pickup truck, with bid opening set for 3 p.m. on 6/3/24 at the Administrative Office, 727 Oak Street, Red Bluff, CA.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** Matt Hansen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach  
**ABSENT:** Supervisor Carlson

**14. PERSONNEL / ANIMAL SERVICES - Animal Care Center Manager 24-531**

**Christine Wright**

a) RESOLUTION - Adoption of a resolution to amend the FY 2023-24 Position Allocation List (PAL), (Reso #2023-88), by adding one (1.00 FTE) Animal Services Coordinator (Limited Term) allocation with a sunset date of 12/31/25, effective 5/14/24.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** Matt Hansen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach  
**ABSENT:** Supervisor Carlson

**15. COMMUNITY ACTION AGENCY / SOCIAL SERVICES - Interim Director 24-512**

**Teresa Curiel**

a) TRANSFER OF FUNDS: COMMUNITY ACTION AGENCY, B-72 from Salary and Wages (5062-51010) \$35,500; and from Extra Help (5062-51011) \$8,000; to Professional and Special Service (5062-53230) \$40,000; and to Office Supplies (5062-53220) \$3,500. **(Requires 4/5's vote)**

Interim Executive Director Teresa Curiel explained the transfer and in response to Supervisor Hansen, Mrs. Curiel stated they have confirmed they will still receive the grant funding.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** Matt Hansen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach  
**ABSENT:** Supervisor Carlson

**16. LIBRARY - County Librarian Alicia Meyer 24-536**

a) Approval and authorization for the County Librarian to apply for a 2024 Building Equity-Based Summers Implementation Grant in the amount of \$5,000 from the California State Library.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach  
**ABSENT:** Supervisor Carlson

**17. SHERIFF / PURCHASING - Sheriff Dave Kain 24-525**

a) TRANSFER OF FUNDS: SHERIFF, B-74 - From Public Safety (106-301900) \$295,329.40 to Contingency (2002-59000) \$295,329.40; and From Contingency (2002-59000) \$295,329.40 to Internal Assets (2027-53800), \$295,329.40. **(Requires 4/5's vote)**

Sheriff Dave Kain stated this is a transfer to purchase body worn cameras and the 50% share will come from AB443 funds.

In response to Supervisor Hansen, Mr. Kain stated this is a five-year contract.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach  
**ABSENT:** Supervisor Carlson

b) BID WAIVER

1) Adopt the finding that LensLock Inc, owner and manufacturer of all-inclusive mobile video solutions and evidence management software is the sole source provider of SaaS based video services in a single offering.

2) Find it in the best interest of the County to waive the formal bid process for the acquisition of new body-worn cameras based on the finding.

**RESULT:** APPROVED IN ONE MOTION  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach  
**ABSENT:** Supervisor Carlson

c) AGREEMENT - Approval and authorization for the Sheriff to sign the Agreement with LensLock Inc for the acquisition of 60 new body-worn cameras in the amount not to exceed \$295,329.40, effective upon date of signing and terminate 60 months thereafter.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** William Moule  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach  
**ABSENT:** Supervisor Carlson  
Enactment No: MISC. AGR 2024-128

**18. SHERIFF'S OFFICE - Sheriff Dave Kain**

**24-542**

a) AGREEMENT - Approval and authorization for the Purchasing Agent and Sheriff to sign the Agreement with LETS - A Law Enforcement Technologies Corporation DBA LETS Corp for the acquisition of LETS - FirstNet Throwphone Bundle for Hostage Negotiators in the amount not to exceed \$7,890, effective upon date of signing and shall terminate two years thereafter.

In response to Supervisor Moule, Sheriff Dave Kain stated this will be purchased by the Major Crimes budget and allow them to use cell phones to assist in their daily duties and also to use with the Crisis team.

In response to Supervisor Hansen, Mr. Kain stated it is a phone however there are apps that can be downloaded to assist others

Supervisor Hansen asked about the discrepancy between the requested action that has a two-year termination and the agreement which has an automatic renewal clause.

Supervisor Moule made a motion to approve as written and take back to vendor to modify the contract and remove automatic renewals.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Matt Hansen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach  
**ABSENT:** Supervisor Carlson

Enactment No: MISC. AGR 2024-129

**19. SHERIFF'S OFFICE - Sheriff Dave Kain 24-544**

a) AGREEMENT - Approval and authorization for the Chairman and Sheriff to sign the agreement with A&P Helicopters for the provision of helicopter use during the marijuana eradication season and for search and rescue missions for the rates set forth in Exhibit "B" with maximum amount not to exceed \$60,000, per year effective from the date of signing and shall terminate 6/30/27.

John Prinz asked if this agreement would be used to eradicate medical cannabis.

Sheriff Dave Kain stated this is to cover commercial grows on federal land.

**RESULT:** APPROVED  
**MOVER:** Matt Hansen  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach  
**ABSENT:** Supervisor Carlson

Enactment No: MISC. AGR 2024-130

**20. TREASURER/TAX COLLECTOR - Treasurer/Tax Collector Parker Hunt 24-482**

a) TRANSFER OF FUNDS: TAX COLLECTOR, B-69 - From Fund Balance Available (101-301900) to Contingency (1109-59000), \$6,700 and from Contingency, (1109-59000) to Fixed Assets (1026-57601), \$6,700. **(Requires 4/5's vote)**

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach



**ABSENT:** Supervisor Carlson

b) TRANSFER OF FUNDS: ASSESSOR, B-70 - From Fund Balance Available (101-301900) to Contingency (1109-59000), \$7,000 and from Contingency, (1109-59000) to Fixed Assets (1023-57601), \$7,000. **(Requires 4/5's vote)**

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** William Moule

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

**21. TREASURER/TAX COLLECTOR - Treasurer/Tax Collector Parker Hunt 24-490**

a) ORDINANCE NO. 2135 - Amending Chapter 4.12 Transient Occupancy Tax, adopting Chapter 4.13 Short-Term Rental Permit of the Tehama County Code and adding a short-term rental permit fee.

1) Waive the first reading.

2) Accept the introduction.

Treasurer/Tax Collector Parker Hunt reviewed the proposed changes to the County Code.

**RESULT:** APPROVED IN ONE MOTION

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

b) Set a public hearing on 5/21/24 at 10:00 a.m. to consider adoption of the proposed ordinance.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** William Moule

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

**22. PERSONNEL - Director Coral Ferrin 24-520**

a) Approval of the revised classification specification of Personnel Technician within the Tehama County Management Employees Association (TCMEA), effective 5/14/24.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Matt Hansen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

**23. Public Works - Director Jim Simon 24-237**

a) PROCLAMATION - Adoption of a proclamation proclaiming the week of May 19th thru May 25th, 2024 as "National Public Works Week" in Tehama County.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Matt Hansen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

**24. PUBLIC WORKS - Director Jim Simon 24-549**

a) Approval of the Special Provisions for the Job Order Contracting General Paving Services 2024.

Discussion took place regarding how the contract was developed.

Rob Burroughs thanked the Road Department.

In response to Supervisor Nolen, Public Works Director Jim Simon stated they maintain 1088 miles of County roads.

**RESULT:** APPROVED

**MOVER:** Matt Hansen

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

b) Authorization for the Director to solicit bids for the Job Order Contracting General Paving Services 2024, with bid opening to be held at the Department of Public Works, 9380 San Benito Avenue, Gerber.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** Matt Hansen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

**25. PUBLIC WORKS - Director Jim Simon 24-555**

a) Approval of the Special Provisions for the Job Order Contracting General Construction Services 2024.

**RESULT:** APPROVED

**MOVER:** Matt Hansen

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

b) Authorization for the Director to solicit bids for the Job Order Contracting General Construction Services 2024, with bid opening to be held at the Department of Public Works, 9380 San Benito Avenue, Gerber.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** Matt Hansen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach

**ABSENT:** Supervisor Carlson

**26. PUBLIC WORKS DEPARTMENT / PURCHASING - Director Jim Simon 24-505**

a) Approval of specifications and authorization for the Purchasing Department to use alternative transportation cost-based competitive bidding procedures for the following:

- 1) Class II Crushed Aggregate Base - ¾" approximately 6,000 tons, and ½" approximately 2,000 tons
- 2) Class 2 RSP Rock Material, approximately 2,600 tons
- 3) 3/8" Chip Seal Rock, approximately 3,320 tons
- 4) Asphalt Concrete - ½" PG64-10 aggregate, approximately 25,000 tons
- 5) 1/4 Ton Rip Rap, approximately 6,000 tons
- 6) Cold Mix Asphalt, approximately 4,000 tons
- 7) Css-1h Tack Oil, approximately 500 tons

**RESULT:** APPROVED IN ONE MOTION

**MOVER:** Pati Nolen

**SECONDER:** Matt Hansen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach

**ABSENT:** Supervisor Carlson

b) Authorization for the Purchasing Department to solicit bids, with the bid opening set for 3 p.m. on 6/3/24 at the Administration Office, 727 Oak Street, Red Bluff, CA.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** Matt Hansen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach

**ABSENT:** Supervisor Carlson

**27. PUBLIC WORKS DEPARTMENT / PURCHASING - Director Jim Simon 24-508**

a) Approval of specifications and authorization for the Purchasing Department to use alternative availability-based competitive bidding procedures for the purchase of approximately 300 tons of Cold Mix - UPM (Unique Paving Material) in bulk, or approved equivalent.

**RESULT:** APPROVED

**MOVER:** Matt Hansen

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and  
Chairperson Leach

**ABSENT:** Supervisor Carlson

b) Authorization for the Purchasing Department to solicit bids for the purchase, in accordance with the alternative availability-based competitive bidding procedures, with the bid opening set for 3 p.m. on 06/03/24 at the Administration Office, 727 Oak Street, Red Bluff, CA.

**RESULT:** APPROVED

**MOVER:** Matt Hansen

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

**28. PUBLIC WORKS DEPARTMENT / PURCHASING - Director Jim Simon 24-519**

a) Approval of specifications and authorization for the Purchasing Department to use alternative availability-based competitive bidding procedures for the purchase of approximately 535 tons of liquid asphalt and asphaltic emulsions.

In response to Supervisor Hansen, Public Works Director Jim Simon said they would start with the lowest bidder and work down.

**RESULT:** APPROVED

**MOVER:** Matt Hansen

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

b) Authorization for the Purchasing Department to solicit bids for the purchase, in accordance with the alternative availability-based competitive bidding procedures, with the bid opening set for 3 p.m. on 6/3/24 at the Administration Office, 727 Oak Street, Red Bluff, CA.

**RESULT:** APPROVED

**MOVER:** Matt Hansen

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

**29. APPROVAL OF MINUTES - Clerk & Recorder Jennifer Vise 24-615**

a) Waive the reading and approve the minutes of the regular meeting held 3/5/2024.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Nolen, Vice Chair Hansen, and Chairperson Leach

**ABSENT:** Supervisor Carlson

**CLOSED SESSION**

Public Comment - None.

## **10:20 A.M. RECESS**

## **1:30 P.M. RECONVENE**

### **30. 1:30 RECOMMENDED BUDGET PRESENTATIONS**

**24-515**

a) Presentations of the following Department's Recommended Budgets:

- 1) Agricultural Commissioner/Sealer FY 24-25 Recommended Budget Request
  - i. Direction to staff regarding the Recommended Budget Presentations

Assistant Agricultural Commissioner Tom Moss presented the department's budget including revenue and changes to their budget requests.

Discussion took place regarding the status of the hemp program.

- 2) Animal Services FY 24-25 Recommended Budget Request
  - i. Direction to staff regarding the Recommended Budget Presentations

Animal Center Manager Christine McClintock reviewed the additions to the budget that are offset by revenue received from contracts with the City of Red Bluff, City of Corning and Glenn County.

- 3) Assessor FY 24-25 Recommended Budget Request
  - i. Direction to staff regarding the Recommended Budget Presentations

Assessor Burley Phillips stated the changes presented to the budget are mostly in salary and wages which is 96% of their budget. Mr. Phillips added these increases are due to promotions and new hires.

In response to Supervisor Hansen, Mr. Phillips stated we are still down two employees including the Assistant Assessor.

Discussion took place regarding the possibility of replacing vehicles in the future and revenue streams.

- 4) Fire FY 24-25 Recommended Budget Request
  - i. Direction to staff regarding the Recommended Budget Presentations

Fire Chief Monty Smith discussed the revenue and expenses including the maintenance of some fire stations, fire trucks and vehicles.

- 5) Planning FY 24-25 Recommended Budget Request
  - i. Direction to staff regarding the Recommended Budget Presentations

Interim Planning Director Jessica Martinez reviewed the change to expenses to cover consultant fees, printer replacement.

- 6) Public Guardian FY 24-25 Recommended Budget Request
  - i. Direction to staff regarding the Recommended Budget Presentations

Public Guardian/Public Administrator Melanie Kain stated they did not ask for any changes.

In response to Supervisor Moule, Mrs. Kain said she can't project revenue as there are several factors to take into consideration.

- 7) Treasurer/Tax Collector FY 24-25 Recommended Budget Request
  - i. Direction to staff regarding the Recommended Budget Presentations

Treasurer/Tax Collector Parker Hunt reviewed the Treasurer and Tax Collector budgets. Mr. Hunt said the drop in revenue and expense is due to not holding a tax sale as the tax sales are held every other year.

- 8) Administration FY 24-25 Recommended Budget Request
  - i. Direction to staff regarding the Recommended Budget Presentations

Administrative Fiscal Manager Orepa Mamea reviewed the miscellaneous budget units.

Ms. Mamea reviewed the Board budget and noted she reduced all supervisor travel accounts to \$6000. She also reviewed the County Counsel budget and said the increase to professional services is offset by the revenue received from Social Services.

Ms. Mamea stated the big change in the General Services budget is to reflect the

position of IS manager. The cost of general services will be picked up through reimbursement of A-87 costs.

Discussion took place regarding the tribal fund contribution, where the funds are allocated and how they are transferred to the various departments.

Ms. Mamea also reviewed the Administration, Personnel, Risk Management, ACO and Property Management budgets.

## **FUTURE AGENDA ITEMS**

None.

## **REPORTABLE ACTIONS FROM CLOSED SESSION**

31. CLOSED SESSION 24-529 a) PERSONNEL / PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Session 54957)

Title: Part One of the County Counsel Annual Performance Evaluation Process

**Report out - Part Two Scheduled for 5/21.**

32. Liability Claims Pursuant to Government code 54956.95

Claimant: Raymond Walston III

Agency claimed against: Tehama County

**Report out - By a vote of 4-0, the Board denied the claim.**

**3:06 P.M. ADJOURN**

ATTEST: May 20, 2024

APPROVED

---

Chairman of the Board  
of Supervisors

JENNIFER A. VISE, Clerk  
of the Board of Supervisors

---