

MINUTES

BOARD OF SUPERVISORS BUDGET AND FINANCE COMMITTEE

Board of Supervisors Conference Room

Willows Memorial Hall, Upstairs

Wednesday, October 24, 2018

Present: Supervisors Corum and Minto

Others Present:

Jason Dahl, Sheriff

Travis Goodwin, Sheriff

Cathy Ehorn, Finance

Jody Mezza, City Libraries

Jill Hughes, Sheriff

Jason Beauchamp, Ag

Sendy Perez, Assessor

Erin Valdez, HHS

Rick Beatty, Probation

Jody Samons, HHS

Linda Durrer, Personnel

Brandon Thompson, Probation

Debbie Lambert, COB

Dwayne Stewart, District Attorney

Don Rust, Planning & Community Dev

Di Aulabaugh, General Services and COB

Paul Barr, Supervisor Elect

1. **CALL TO ORDER** – Supervisor Minto called the meeting to order at 2:00 p.m.

2. **UNSCHEDULED MATTERS AND PUBLIC COMMENT**

Matter: Receive comments from the audience, staff and committee members and, if deemed necessary, refer the subject matter for follow-up and/or schedule the matter on a subsequent agenda if required.

Documents: None

Proceedings: Planning & Community Services Agency Don Rust advised that the Capitol Investment and Incentive Program expires 2023, that the Land Conservation Act is part of the Program and that he will meet with Supervisor Minto regarding said matter. District Attorney Dwayne Stewart stated he was informed that the County is paying attorney's an incentive if hired by Glenn County, and upon discussion it was determined to be untrue.

3. **MINUTES**

Matter: Receive and approve minutes of June 1, 2018, July 24, 2018, August 16, 2018 and September 4, 2018.

Documents: Minutes of June 1, 2018, July 24, 2018, August 16, 2018 and September 4, 2018.

Proceedings: Upon consensus, the minutes were approved.

4. **NEW BUSINESS** - Review, discuss and make recommendations:

Matter: a. Library Funding Memorandum of Understanding (MOU)

Documents: None

Proceedings: Supervisor Minto stated that he will meet with Librarian Jody Meza to review the MOU.

Matter: b. Review of AB 109 and other funding sources for Probation

Documents: None

Proceedings: Supervisor Minto stated that he met with Director of Finance Ed Lamb who has gathered the documents, and will meet with Supervisor Viegas and Mr. Lamb to determine a format to present the numbers to the Board of Supervisors.

Matter: c. County Administration Officer (CAO)

Documents: None

Proceedings: Supervisor Minto stated that there is sufficient funding to support the CAO position and the concept will be presented at the November 6th Board of Supervisors' meeting. Personnel Director Linda Durrer stated that the position is in accordance with the Strategic Plan and Clerk of the Board Di Aulabaugh advised the CAO under current County Code would also be over the Personnel Director and Clerk of the Board. District Attorney Dwayne Stewart asked if the position would be funded through the general fund or a time study, whereby Staff Services Manager Cathy Ehorn advised that the previous CAO was funded through the cost plan, time study and allocated through the budget. Supervisor Minto stated that there are enough funds in Contingency to pay for the first year's salary.

5. **STONY GORGE BOAT LAUNCH PROJECT**

Matter: Review, discuss and make recommendations.

Documents: None

Proceedings: Supervisor Minto reviewed the potential benefits of Colusa County taking over management of East Park Reservoir, stated that the Bureau of Land Management has funding for a new boat ramp and campsite improvements for Stony Gorge Reservoir if Glenn County will take over management of the recreation area. Also stated that Colusa County has offered to manage, or enter into a JPA to oversee management of the Reservoir for Glenn County.

6. **STRATEGIC PLAN FOCUS AREAS**

Matter: Review, discuss, and make recommendations to implement flexible and sustainable funding strategies to enhance public service.

Documents: Focus Area 3: County Financial Stability

Proceedings: The following Tactics/Strategies were reviewed by Clerk of the Board Di Aulabaugh:

3.1 Develop Capitol Improvement Plan with focus on opportunities for renewable energy and efficiency upgrades:

Accomplishments noted: The Board of Supervisors approved a contract with AirCon to replace heating/ventilating/air conditioning (HVAC) units, lighting upgrades and install solar power.

3.2 In conjunction with cities and districts, where possible, share or co-locate staff, equipment and utilize each other's work to eliminate duplication:

Accomplishments noted: The County is providing building inspection services for the City of Willows and the Glenn County Sheriff's Office is providing patrol services for the City of Willows.

3.3 Build partnerships to capture and maximize revenue from available funding sources, programs, and/or agencies:

Accomplishments noted: Partnerships have developed between the Sheriff's Office / Office of Emergency Services and Health & Human Services Agency (HHSA) and Probation and HHSA.

3.4 Review surplus property policy, eliminate storage of unused items and sell excess property: Accomplishments noted: Fleet and Facilities have been cleaning out unused equipment / supplies from storage areas and have issued a Request for Proposal for online auctioneer services. Surplus vehicles are being prepared for sale.

3.5 Evaluate utilization of facilities and hours of operation to increase efficiency:

Accomplishments noted: Juvenile Hall is being considered for conversion to office and program space for Probation and the former District Attorney's Office is being evaluated for use as storage space.

3.6 Plan collaboratively for long term sustainability and future investments: Nothing reported.

7. **ADJOURNMENT**

The meeting adjourned.