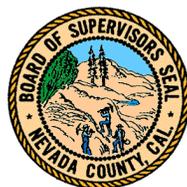


COUNTY OF NEVADA

STATE OF CALIFORNIA

Heidi Hall, 1st District
Ed Scofield, 2nd District (Chair)
Dan Miller, 3rd District
Hank Weston, 4th District
Richard Anderson, 5th District (Vice-Chair)



BOARD OF SUPERVISORS

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Julie Patterson Hunter, Clerk of the Board
Richard A. Haffey, County Executive Officer
Alison Barratt-Green, County Counsel

SUMMARY MINUTES

<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday, June 5, 2018	9:00 AM	Board Chambers, First Floor Eric Rood Administrative Center 950 Maidu Avenue Nevada City, California

Board of Supervisors meetings can be viewed on the web at <https://nevco.legistar.com/Calendar.aspx>

SPECIAL MEETING: 9:00 AM

Rollcall

The following Supervisors present:

Heidi Hall, 1st District
Ed Scofield, 2nd District
Dan Miller, 3rd District
Hank Weston, 4th District
Richard Anderson, 5th District

STANDING ORDERS:

Chairman Scofield called the meeting to order at 9:00 a.m.

Pledge of Allegiance led by Mr. Michael Ertola, Chief Probation Officer.

Corrections and/or deletions to the agenda.

ACTION TAKEN: Ms. Julie Patterson Hunter, Clerk of the Board, reported that staff has requested Agenda Item #3b be continued to a future Agenda.

SCHEDULED ITEM: 9:01 A.M. Richard Haffey, County Executive Officer

1. [SR 18-0424](#) Public hearing for the purpose of hearing written and oral comments from the public concerning the proposed Final Budget for Fiscal Year 2018/2019 totaling approximately \$235,688,597.
 - Proposed budget presentation.
 - Presentation of budgets on the consent list.
 - Selection of budgets to pull from the consent list for further discussion.

Proposed budget presentation:

ACTION TAKEN: Mr. Richard Haffey, County Executive Officer, introduced the Fiscal Year 2018/19 proposed budget. He reported on the state of the County's finances and shared concerns regarding the State's budget, which directly impacts County budgets. Mr. Haffey provided highlights of the proposed budget, totaling \$235,688,597, which emphasizes the top priorities of the Board of Supervisors: homelessness, fire safety and prevention, transportation funding for the local roads, cannabis cultivation, etc. He reported that the County's unemployment rates are lower than the rest of the State and Country, totaling a 3.3 percent unemployment rate. Sales Tax trends in 2018/19 are projected to be approximately \$4 million, a 5 percent increase. Mr. Haffey further reviewed the Property Tax growth rate, averaging 5.5 percent, which has been the average for the past five years. The General Fund balance is projected to be \$28.2 million, and noted that \$3.2 million has been set aside to address pension liabilities. He shared concerns regarding County pensions, which continue to rise. He reported that actions taken by the Board and CalPERS is expected to address the County's pension liabilities, and reviewed the Board's pension cost control policies that have been put into place to mitigate liabilities. Mr. Haffey reviewed challenges expected on the horizon including: Pension Costs, State Budget and Realignment; tepid Economic recovery; the potential of an upcoming recession; and Capital Facilities improvements.

Mr. Haffey thanked the Budget Subcommittee and staff for their efforts on the proposed budget. He introduced Mr. Martin Polt, Deputy County Executive Officer/Chief Fiscal Officer, and thanked him for his work in preparing the Fiscal Year 2018/19 County budget.

Presentation of budgets on the consent list:

ACTION TAKEN: Mr. Martin Polt, Deputy County Executive Officer/Chief Fiscal Officer, provided a PowerPoint presentation regarding the 2018/19 budget, totaling \$235,688,597. He reviewed the budget highlights and the Budget Policies, as discussed by the Board at their January workshop and adopted by the Board in February. He reported on the Budget development process, and reported that the expected budget gap in 2018/19 is anticipated to be \$1,324,000. Mr. Polt touched on the key activities of the budget process, and reviewed the Board's priorities and objectives. Mr. Polt reported that the General Fund balance ending June 30, 2019 is estimated at \$27.5 million. He noted that Nevada County's Fund Balance Policies include: providing a sustainable level of core services; ratings; Governmental Accounting Standards Board (GASB 54); assignments for one-time emergencies and economic uncertainty; planned expenditures; major funds; and replenishment. Mr. Polt reviewed historical budget trends and noted that the County's budget has increased approximately 1.5% per year. He provided an overview of the Other Operating Funds and Realignment Fund balances and reviewed Revenues to Expenditures, reporting that the County has lived within its means and has adjusted expenditures to meet revenues.

Mr. Polt reviewed the proposed County revenues for Fiscal Year 2018/19, totaling \$230,414,779, which include Federal/State Intergovernmental funds; charges for services; taxes; discretionary; and Sales Tax. He reported that 76% of discretionary funds are property tax-related and focused on Property Tax projections for 2018/19.

Mr. Polt reviewed the proposed Expenditures by class, totaling \$235,688,597, including staffing, salaries and benefits, and Pension and Retiree Health promises. He stressed the need for continued vigilance and review for future actions regarding the pension liability. He reported that staff is expecting to bring forward a Pension Management Policy at the upcoming Board Workshop in January 2019.

Mr. Polt reviewed current Capital Facilities projects, which include the County Operations Center; McCourtney Road Transfer Station, and Juvenile Hall use options. Future projects include the Jail reconfiguration, Animal Shelter improvements, and current Corporation Yard re-use options.

Mr. Polt reviewed the State budget, which is balanced for 2018/19, and includes a \$5 billion surplus. He reported on the expected threats to the County budget, including pension costs, SB1 repeal, and the next economic downturn. Mr. Polt provided information regarding preparations Nevada County is taking to mitigate these threats, which include adhering to prudent budget policies, controlling staffing levels, building reserves in better economic times, and using reserves only for one-time expenditures and emergencies. Mr. Polt concluded his presentation.

Chairman Scofield thanked Mr. Polt for his presentation and Board questioning and discussion ensued.

Chairman Scofield opened the public hearing for input. There being no comments from members of the public, Chairman Scofield closed the public comment period.

Chairman Scofield reviewed the budgets that are not on the consent list and he noted that Agenda Item #3b, the Treasurer-Tax Collector Fee schedule, is being continued to a future meeting by staff. He provided an opportunity for the Board, staff, and members of the public to pull budgets from the consent list. Mr. Polt noted that the Community Development Agency and Geographical Information Systems budgets are pulled from the consent list due to the public hearings on the agenda for increased fee schedules. No other budgets were pulled for discussion.

Recommended Actions:

- [SR 18-0478](#) · Motion of intent to adopt budgets remaining on the consent list.
- Discuss proposed budgets pulled from the consent list.

Approved.

Motion of Intent to adopt Fiscal Year 2018/19 budget. Motion made by Supervisor Hall, seconded by Supervisor Miller. On a roll call vote the Motion passed unanimously.

Following a short recess, Chairman Scofield recessed as the Board of Supervisors and convened as the Board of Directors of the Nevada County Sanitation District No. 1.

SCHEDULED ITEM: 10:30 A.M.**Special meeting of the Board of Directors of the Nevada County Sanitation District No. 1.**

Meeting called to order. All Directors present.

2. [SR 18-0423](#) Public hearing to consider oral and written comments concerning proposed Fiscal Year 2018/2019 budgets for Zones 1-12 totaling \$11,757,648. (No rate increases proposed.)
- The Nevada County Sanitation District No. 1 Labor, Shared Operation, Maintenance, Capital Acquisition and Improvement Budget; and
 - Operation, Maintenance, Capital Acquisition and Improvement Budgets, Sewer Service, and Standby Charges for Lake Wildwood, Zone 1; Lake of the Pines, Zone 2; North San Juan, Zone 4; Gold Creek, Zone 5; Penn Valley, Zone 6; Mountain Lakes Estates, Zone 7; Cascade Shores, Zone 8; Eden Ranch, Zone 9; Higgins Village, Zone 11; Valley Oak Court, Zone 12; and
 - North San Juan Sewer Assessment Budget.

ACTION TAKEN: Mr. Martin Polt, Deputy County Executive Officer/Chief Fiscal Officer, introduced the Sanitation District budget, and Ms. Trisha Tillotson, Director of Public Works, reviewed highlights of the Fiscal Year 2018/19 budget, totaling \$11,757,648, and the expected expenditures.

Staff responded to Board questioning, and discussion ensued.

Chairman Scofield opened the public hearing for public input. There being no members of the public in attendance, Chairman Scofield closed the public comment period.

Recommended Action:

[SR 18-0479](#) Motion of intent to adopt the Nevada County Sanitation District No. 1 budget totaling \$11,757,648.

Approved.

MOTION: Motion of Intent to adopt the Fiscal Year 2018/19 Sanitation District No. 1 budget made by Supervisor Anderson, seconded by Supervisor Weston. On a roll call vote, the motion passed unanimously.

Adjournment: Chairman Scofield adjourned the meeting.

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Chairman Scofield adjourned as the Board of Directors of the Nevada County Sanitation District No. 1 and called for a short recess.

SCHEDULED ITEMS: 10:45 A.M.

3. [SR 18-0427](#) Public hearings to consider and establish revised fee schedules for the Nevada County Treasurer Tax Collector, Geographic Information System's Office, and several Community Development Agency departments including CDA Administration, Building, Environmental Health, Public Works, Surveyor, Agriculture, Planning, Cannabis Policy and Compliance, and Code Compliance. The proposed update will affect user fees related to the cost of providing certain individual services, and reflect changes in the cost to provide covered services, including the cost of labor, materials and overhead.

ACTION TAKEN: Following the short recess, Chairman Scofield reconvened as the Board of Supervisors, and introduced the public hearing regarding revised fee schedules for the Geographic Information Systems office and Community Development Agency departments. He reminded everyone that the Treasurer-Tax Collector's proposed fee schedule has been pulled from the agenda by staff and will be continued to a future meeting.

Community Development Agency Director: Sean Powers

- 3a. [SR 18-0415](#) Resolution approving a revised Community Development Agency fee schedule to replace the existing fee schedule for the Building, Environmental Health, Public Works, Agriculture and Planning Departments, including the Code Compliance, Cannabis Policy and Compliance, and County Surveyor Divisions, with the exception of the Temporary Medical Commercial Cannabis Permit the fees shall become effective August 4, 2018, and the Temporary Medical Commercial Cannabis Permit shall become effective June 20, 2018.

Adopted as amended.

Enactment No: RES 18-206

ACTION TAKEN: Mr. Daniel Chatigny, Chief Fiscal/Administrative Officer, Community Development Agency (CDA), provided a PowerPoint presentation listing a brief history of CDA fees, as well as the proposed fee schedule for Fiscal Year 2018/19.

He noted additions to the proposed fee schedule, including the CASp (Certified Access Specialist) fee, the Temporary Medical Commercial Cannabis Permit fee, and the Outdoor Event Ordinance fee. Mr. Chatigny clarified that the Outdoor Event Ordinance application fee has not previously been adopted by Board resolution, as required by the Outdoor Event Ordinance, and he reviewed the appeal process and associated costs for appealing an application for an Outdoor Event permit that has been denied. Mr. Chatigny reviewed comparisons between Nevada, Yuba and Placer Counties, showing that Nevada County's fees on average rank in the middle between the three counties. He reported that as part of CDA's annual fee development process, the proposed fee schedule has been approved by the Nevada County User Fee Review Group, which consists of the County Executive Office, County Counsel and the Auditor-Controller. The fee study has been presented to and approved by the Budget Subcommittee during the Budget process, and it was provided in advance of today's presentation to the Nevada County Contractor's Association and the Contractor's Association of Truckee-Tahoe.

Mr. Chatigny concluded his presentation and Board questioning ensued regarding the Outdoor Event Ordinance fee. Supervisor Miller suggested that the Outdoor Event Ordinance has had a negative affect on businesses within his District. He asked for clarification on whether a fee for the Outdoor Event has been in place. Mr. Chatigny responded that the fees for Outdoor Events have not been established by Board resolution prior to today. He believed the Sheriff's office has been charging a \$100 fee per day, per event. He added that the Sheriff's fee would continue in addition to CDA's proposed fee. Supervisor Hall shared concerns regarding the amount of the fee, and asked if a phase-in process could be implemented. Supervisor Anderson believed the fees to be reasonable; the events are revenue-generating and impact the neighbors. He saw no need for a phase-in process. Supervisor Miller suggested raising the number of events allowed above the proposed 4 events, which he found to be limiting.

Board discussion continued regarding the Outdoor Event Ordinance fee, and Supervisor Anderson suggested the item be discussed at a future Board Workshop if changes are to be suggested.

Board discussion ensued.

Chairman Scofield provided an opportunity for public comment.

Ms. Diana Gamzon, District I resident, provided concerns regarding the cost of the proposed event fee and suggested the fee be lower for people who were only having one event.

There being no further public comment, Chairman Scofield closed the public comment period.

Supervisor Anderson clarified that if someone is holding a wedding in their backyard, the permit and fee do not apply; the fee is for commercial events only.

Mr. Richard Haffey, Chief Executive Officer, suggested that the Board make a motion to pass all of the fees with a delayed date for the Outdoor Event Ordinance fee.

Board discussion continued.

MOTION: Motion made by Supervisor Hall, seconded by Supervisor Miller to adopt Resolution 18-206, as amended, removing the Outdoor Event Ordinance fee for future discussion at the Board's June 26, 2018 meeting. On a roll call vote the motion passed as follows: Ayes: Supervisors Weston, Hall, Miller and Scofield; Noes: Supervisor Anderson.

Recommended Action:

[SR 18-0480](#) Motion of intent to adopt the Community Development Agency budgets.
Approved.

MOTION: Motion made by Supervisor Anderson seconded by Supervisor Weston to adopt the Community Development Agency budgets. On a roll call vote the motion passed unanimously.

Treasurer-Tax Collector: Tina Vernon

3b. [SR 18-0485](#) Resolution approving a revised Nevada County Treasurer and Tax Collector Fee Schedule, and rescinding Resolution 12-295.

ACTION TAKEN: Mr. Martin Polt, Chief Fiscal Officer/Deputy County Executive Officer, explained that Ms. Tina Vernon, Treasurer-Tax Collector, intends to bring this item back to the Board on August 14, 2018.

MOTION: Motion made by Supervisor Weston, seconded by Supervisor Miller, to continue the item to August 14, 2018. On a roll call vote, the motion passed unanimously.

Chief Information Officer: Stephen Monaghan

3c. [SR 18-0425](#) Resolution approving a revised fee for providing Geographic Information Systems services, and rescinding Resolution 11-073.

Adopted.

Enactment No: RES 18-207

ACTION TAKEN: Mr. Stephen Monaghan, Chief Information Officer, reviewed the proposed fee schedule for Geographic Information Systems services, which adjusts the fee for Geographic Information Systems services to \$122 per hour. He reported that since implementation of online services, there has been little demand from the public for these services.

Staff responded to the Board's questioning regarding the implementation of fee increases, and discussion ensued.

Ms. Alison Barratt-Green, County Counsel, suggested the Board approve the item as proposed, and request it come back next year for future review.

MOTION: Motion made by Supervisor Anderson, seconded by Supervisor Weston, to adopt Resolution 18-207. On a roll call vote the motion passed as follows: Ayes: Supervisors Weston, Miller, Anderson, and Scofield; Noes: Supervisor Hall.

Recommended Action:

[SR 18-0486](#) Motion of intent to adopt the Geographic Information Systems Department budget.

Approved.

MOTION: Motion made by Supervisor Miller, seconded by Supervisor Anderson, to adopt the Geographic Information Systems budget. On a roll call vote the motion passed unanimously.

ADJOURNMENT:

ACTION TAKEN: Meeting adjourned at 11:36 a.m. There being no need to continue the public hearing to June 6, 2018, the meeting was cancelled.

Signature and Attestation

Edward C. Scofield, Chairman

ATTEST:

By:

Lelia Loomis, Deputy Clerk to the Board