

COUNTY OF NEVADA

STATE OF CALIFORNIA

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

Julie Patterson Hunter, Clerk of the Board
Alison Lehman, County Executive Officer
Alison Barratt-Green, County Counsel



BOARD OF SUPERVISORS

950 Maidu Avenue
Nevada City, CA 95959-8617
(530) 265-1480
Fax: (530) 265-9836
bdofsupervisors@co.nevada.ca.us

SUMMARY MINUTES - Draft

| <u>Date</u> | <u>Time</u> | <u>Location</u> |
|-----------------------------|-------------|---|
| Wednesday, January 23, 2019 | 8:30 AM | The Foothills Event Center 400 Idaho Maryland Road Grass Valley, California |

WORKSHOP

SPECIAL MEETING: 8:30 A.M.

Rollcall. The following Supervisors present:

Heidi Hall, 1st District
Ed Anderson, 2nd District
Dan Miller, 3rd District
Sue Hoek, 4th District
Richard Anderson, 5th District

STANDING ORDERS:

Chairman Anderson called the meeting to order at 8:30 a.m.

Pledge of Allegiance held.

County Executive Officer: Alison Lehman

I. [SR 19-0079](#) Introductions

Introductions were made.

Ms. Alison Lehman, County Executive Officer, welcomed the Board to their 2019 Workshop.

Ms. Lori Burkhart Frank, Facilitator, reviewed the flow of the agenda for the day. She welcomed members of the public, and explained that the Workshop is not a policy-making meeting, therefore public comment would not be taken. Any items requiring a decision by the Board would return at a future Board meeting for discussion and approval.

Ms. Burkhart Frank led the Board through a couple of warm-up group activities prior to start of the agenda items, and the Board formulated expectations and guidelines for the next two days.

- II. [SR 19-0080](#) Review of Board Process:
- Order and Decorum
 - Role of the Chair and Vice Chair
 - Vision, Mission and Value Statements Review
 - Core Service Definition Review
 - Communication with Departments
 - Brown Act/Ethics Review
 - Review Legislative Platform
- Order and Decorum

Ms. Lehman reviewed proposed changes per the Board's direction.

Item No. 17 of the Board's Order and Decorum was revised to add clarity to the process of Board members bringing items forward that are outside of the Board's objectives or budget, adding language directing individual Board members to first consult with the Chair, and with Chair approval bring the item forward to the entire Board for a decision on whether the entire Board supports moving forward.

Board is discussion ensued. The Board members arrived to consensus on the revisions.

- Role of the Chair and Vice Chair
- Vision, Mission and Value Statements Review
- Core Service Definition Review
- Communication with Departments

No revisions made to the above.

- Brown Act/Ethics Review

Ms. Alison Barratt-Green, County Counsel, provided a PowerPoint presentation highlighting legal tips and changes in the law coming forward in 2019.

1. The California Fair Political Practices Commission (FPPC) increased the gift limit from \$470 to \$500 (aggregate value of gifts from the same entity over the 12-month period).
2. State Bar Rule 3.5 Limits on lawyers. State Bar regulates attorney conduct, and prohibits certain ex-parte communications between attorneys and judges. The rule now includes Board and Commission members acting in adjudicate/quasi-judicial matters. It does not affect legislative activities. Confidential attorney-client communications are allowed.
3. When serving on non-profit Boards be sure to avoid conflicts by serving as a non-paid, volunteer only. Be sure to recuse yourself from non-profit decisions that might impact the County.
4. Be aware of behested payments – public official soliciting payment of \$5,000 from private entity for “legislative, governmental, or charitable” purposes. Soliciting funds for the County, school, or non-profit; name is on the letterhead used for fundraising solicitation; applying for grants from private organizations. Officials are required to file Form 803 to report receipt of the payment.
5. Board members are required to report out during a public meeting if expenses were incurred, including travel costs, meals, and lodging. This does not apply to conference attendance, but she encouraged the Board members to report out although it is not a requirement.
6. The majority of a legislative body may not discuss or seek consensus on County business outside noticed, agenda meetings. This rule also applies to Board and Commission members. Ms. Barratt-Green urged the Board members to be sensitive to the risk of daisy chains/hub and spoke situations, and suggested that social media and electronic communication continues to be a challenge for many jurisdictions.

III. [SR 19-0081](#) Review of 2019 Board Objectives

Ms. Mali Dyck, Assistant County Executive Officer, provided an update on 2018 deliverables per the Board’s Objectives.

She reported that staff is now using a new system, ClearPoint, for tracking the Objectives. She explained that the Board's Priorities are reviewed in January, adopted in February, and then staff begins preparing the budget to reflect the Board's Objectives. The Senior Executive Workshop is held in September; staff reviews and identifies hot topics for the upcoming year, which is then moved forward to the Board level. Ms. Dyck reviewed the status of performance measures relating to the Board's 2018 'A', 'B' and 'C' Priorities using ClearPoint graphics.

Board discussion ensued.

The Board members evaluated their 2018 Priorities. Ms. Lori Burkart Frank, Facilitator, explained that staff would reorganize the Priorities per the Board's direction and would bring them back to the Board for a second vote prior to finalizing their Priorities for 2019.

IV. [SR 19-0082](#) Financial Update

Mr. Martin Polt, Deputy County Executive Officer/Chief Fiscal Officer, provided a PowerPoint presentation regarding the County Budget, including the final results of the Fiscal Year 2017/18 budget, the midyear status of the Fiscal Year 2018/19 budget, and the outlook for the upcoming Fiscal Year 2019/20 budget. He reviewed the budget preparation process for 2019/20.

Mr. Barry Anderson, Management Analyst, provided an overview of Pension and Retiree Health promises for Fiscal Year 2019/20.

Mr. David Jones, Management Analyst II, provided an overview of Department Fees based on the Board's direction for staff to update department fees on a regular basis, with the purpose to recover costs for services relating to direct and indirect costs.

Mr. Polt responded to Board questioning and discussion ensued.

Following a lunch break, Chairman Anderson called the meeting back to order.

V. [SR 19-0083](#) Emergency Preparedness Update

Sheriff's Office:

Sheriff Shannon Moon provided an overview of the transition and her goals for the Sheriff's office.

Short Term:

Fill vacant positions

Creation of a Strategic Plan

Ongoing training/education

Internal Audits

Investigative Responsibilities

Increased focus on property crime

Cannabis compliance in collaboration with the Community Development Agency

Long-Term - Strategic Planning:

Personnel

Community Engagement

Organizational Programs

Facilities Technology

Board questioning ensued.

Wildfire Prevention and Preparedness:

Mr. Stephen Monaghan, Chief Information Officer, reviewed the Nevada County Wildfire Update, along with Calfire Nevada-Yuba-Placer Unit Fire Chief Brian Estes, and Sheriff Moon.

Chief Estes provided an overview of the 2018 fire season, including the major wildfire events; Carr Fire and Camp Fire. He reported that fuel conditions in California have changed dramatically over the last five years. Concerns continue over the increased population living in forested areas; the 38% increase in fuel load; and tree mortality throughout the Sierra Nevada. Chief Estes reported that in 2018 Calfire Inspectors completed over 2,000 defensible inspections in Nevada County, noting that public education is the key in gaining compliance.

Looking forward to 2019, Chief Estes reported that increased funding has been allocated to Calfire for enhanced fire protection and prevention. He stressed the need for continued collaboration and cooperation between agencies and County partners.

Board questioning ensued.

Evacuation Planning and Response:

Sheriff Moon provided a review of Nevada County's evacuation planning and response. She reported that although the planning process has started, there is still a lot of work to be done.

Mr. Monaghan provided an overview of the 2019 Wildfire Hazard Reduction and Preparedness Plan.

2019 Goals:

An amendment to the Hazardous Vegetation and Combustible Material Abatement Ordinance
Increased property owner accountability
Increased community education, awareness, and support for vegetation abatement
More convenient and affordable green waste disposal

Moving Forward to 2019:

Increase Office of Emergency Services (OES) Defensible Space Inspection Program allocation
Increase OES budget to execute goals such as public outreach/education and green waste disposal
Adopt an updated Ordinance
Further explore emergency egress challenges
Explore a Wildfire Prevention and Preparedness Tax, with plans to bring a recommendation forward to the Board in spring

Board questioning and discussion ensued.

VI. [SR 19-0084](#) Community Development Agency Update
· Code Compliance

Environmental Impact Report - Commercial Cannabis Cultivation Ordinance Project:

Mr. Sean Powers, Community Development Agency Director, provided an overview of the Environmental Impact Report (EIR) process relating to the Cannabis Ordinance.

Mr. Powers reported that staff is completing the final edits to the 'draft' Ordinance. His Agency has created, and is implementing, a temporary cannabis local authorization process, and approximately 125 local authorizations have been granted to date. Staff is working on an Enforcement Plan, and are adapting to evolving State regulations. Mr. Powers reviewed their projected timelines: the Draft EIR will be released for public review and comment on January 11, 2019; and the 45-day public review will end on February 25, 2019. He reported that the Final EIR requires a ten-day review period prior to hearing, and they are planning to bring the 'draft' Ordinance forward to the the April 23, 2019 Board meeting for review.

Permitting Process:

Mr. Craig Griesbach, Building Director, provided an overview of the permitting process. He explained that the lead will be taken by the newly implemented Cannabis Compliance Division. Annual permits will be required, and the pre-application process is currently under development. He reported that staff is targeting March 1, 2019 as the start date.

Enforcement:

Sheriff Shannan Moon reviewed the enforcement process, which is expected to be a collaboration between the Cannabis compliance Division and the Sheriff's office.

Mr. Powers reviewed the next steps, including:

Finalization of the EIR

Ordinance adoption

Implementation of the permitting process

Ordinance compliance and coordination

Cannabis tax implementation

Board questioning and discussion ensued regarding staff's proposal to implement a Wildfire Prevention and Preparedness tax. Ms. Alison Lehman, County Executive Officer, explained that staff was looking for the Board's direction. If the Board so desires, staff will return with a recommendation for Board review. The process would proceed the same as the Cannabis Tax implementation, beginning with the hiring of a consultant to explore potential constituent support. Staff would then return to the Board with the resulting data for further direction. Following further discussion, the Board members provided their consensus to move forward with a contract for data research.

VII. [SR 19-0085](#) Legislative Update

Mr. Paul Yoder, of the County's Legislative Advocacy Firm, Shaw/Yoder/Antwih, Inc., provided a legislative update of issues coming forward at the State level that could impact Nevada County.

VIII. [SR 19-0086](#) Recap

Ms. Lori Burkhart Frank, Facilitator, reviewed the day's presentations, and Ms. Mali Dyck, Assistant County Executive Officer, provided the Board members with a 'draft' of their 2019 Board Objectives as voted on earlier in the day for the Board to review.

ADJOURNMENT:

Meeting recessed at 5:01 p.m. to Thursday, January 24, 2019 at 8:15 A.M. at the Foothills Event Center, 400 Idaho Maryland Road, Grass Valley, CA 95945.

Signature and Attestation

Richard Anderson, Chairman

ATTEST:

By:

Julie Patterson Hunter, Clerk of the Board