

# STATE OF CALIFORNIA, COUNTY OF NEVADA BOARD OF SUPERVISORS SUMMARY MINUTES, JANUARY 26, 2017

Workshop held at The Foothills Event Center, 400 Idaho Maryland Road, Grass Valley, CA

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## **ADJOURNED SPECIAL MEETING: 8:30 A.M.**

**WORKSHOP:** No formal action will be taken by the Board of Supervisors; only direction to staff. Any action items will be agendaized for a regular meeting of the Board of Supervisors.

## **STANDING ORDERS:**

Chairman Weston called the meeting back into order at 8:30 a.m.

The following Supervisors present:

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

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Richard A. Haffey, County Executive Officer

I. Review of Discussion from the January 25, 2017 Workshop and any Carry Over Items.

Ms. Lori Burkart Frank, Facilitator, reviewed the items discussed during the first day of the Board Workshop, reviewed the upcoming agenda, and revisited the expectations and meeting guidelines.

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II. Community Development Agency Updates.

### Business License Review:

Mr. Sean Powers, Community Development Agency Director, provided a PowerPoint presentation regarding Business Licenses, which are permits issued by Government Agencies to conduct business inside that jurisdiction. He explained that the topic is one of the 2016 Board Objectives "C" priorities. Mr. Powers reviewed counties in the area that have a business license permit and the associated costs by county.

He reviewed some of the concerns surrounding potential Nevada County Program Variations.

Board questioning and discussion ensued.

Supervisor Scofield suggested a very slim process and a low cost, noting the large amount of small businesses within the unincorporated area of the County. He believed implementing a business license process would assist in preventing future issues.

Ms. Alison Barratt-Green, County Counsel explained that the main purpose of business licenses are to verify that a particular business is allowed within the County, and if the property is zoned to allow that specific type of business. She believed it would help members of the public by preventing investment in a business without being aware that they are not allowed to have a particular type of business within their zoning district.

Board discussion ensued, and by consensus, the topic was added to the 'Parking Lot' for further discussion.

### Marijuana Cultivation Ordinance Update

Mr. Sean Powers, Community Development Agency Director, provided a PowerPoint presentation and review of the Ordinance that is currently in place. He reported that Proposition (Prop) 64 was approved by the voters, and subsequently the Board implemented an Interim Ordinance that aligns the County's regulations with the Proposition.

Mr. Powers provided an overview of the next steps, including a Request for Proposals (RFP) for consultation and facilitation services. Staff has received 16 proposals in response to the RFP, and interviews are scheduled for February 14 and 15, 2017. Services are tentatively scheduled to begin on March 17, 2017 and the County's goal is to finalize the Ordinance prior to March 2018.

Board questioning and discussion ensued.

Supervisor Hall requested the three Supervisors not on the Marijuana Subcommittee be provided with regular updates throughout the process and have an opportunity to give input. Mr. Powers clarified that the process provides for periodic reports.

Supervisor Scofield stressed that a comprehensive study should be completed regarding the potential funding that cannabis might bring to Nevada County. Mr. Richard Haffey, County Executive Officer, recommended the Board members let the process move forward and then down the road a study would be completed to clarify cannabis' financial impacts on the community.

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### Recreation Mitigation Fee Program – Assembly Bill (AB) 1600

Mr. Richard Haffey, County Executive Officer, reported that a study regarding Parks and Recreation opportunities in Nevada County was recently completed by the League of Women Voters. The League had scheduled time on an upcoming Board agenda to provide the results of the study. Staff reviewed the PowerPoint the League planned to present and found that their view of the County's history relating to Parks and Recreation was not entirely correct.

Mr. Brian Foss, Planning Director, reported that in Nevada County, Parks and Recreation opportunities come under the jurisdiction of special districts. Recreation districts located in Nevada County include the Bear River Recreation and Park District, Oak Tree Community Park and Recreation District, Truckee-Donner Recreation and Park District, and Western Gateway Regional Recreation and Park District. Funding for the Recreation Mitigation Fee Program, AB 1600, was established through development impact fees for Bear River, Grass Valley/Nevada City, Twin Ridges and Western Gateway. Mr. Foss explained that since 2009 many projects have been implemented using AB 1600, although funds are less due to the recent recession. More time is needed to accrue additional funding necessary prior to completing a new study to identify the County's recreational needs.

Board questioning and discussion ensued.

Chairman Weston reported that there has not been a concerted effort by the special districts to work together with the entire community's recreation needs in mind. An attempt was made to bring all of the special districts together to create one larger western county parks and recreation district, which was not successful. He suggested a parcel tax providing for recreation within the County could be a possibility. Chairman Weston saw the need for recreational opportunities throughout Nevada County, and believed there was a way to make it happen.

Mr. Haffey would have staff draft some language for the Board to review at the end of the day.

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### Nevada County Sphere of Influence Policy Review

Mr. Brian Foss, Planning Director, provided a PowerPoint presentation regarding the County's Sphere of Influence Policy. He reported that the Board directed staff to review the County's policies, meet with staff from the Cities and Town, and return to the Workshop with recommendations. They also met with representatives from Nevada County's Local Agency Formation Commission (LAFCo). Mr. Foss reviewed meetings and discussions with the cities and with LAFCo. He reviewed their discussions with the Cities, Town and LAFCo. Staff recommends the meetings continue on a regular basis, although they are not currently recommending any changes to the County's Sphere of Influence policies.

Board questioning and discussion ensued.

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### Public Works Projects

Ms. Trisha Tillotson, Director of Public Works, provided a PowerPoint presentation highlighting current projects. She reported on the Information and General Services solar project, which staff expects to be completed by this spring. Work continues on the County Operations Center, at an estimated total cost of \$12.6 million. Ms. Tillotson reviewed the timeline of the Project, and staff is expecting the completion date to be November 2018.

Ms. Tillotson reviewed local road projects, which fall under the jurisdiction of Nevada County, Caltrans, or the Nevada County Transportation Commission (NCTC), including the State Route (SR) 49 Widening Project between LaBarr Meadows Road to McKnight Way in Grass Valley. She provided information regarding Regional Transit Mitigation Fee (RTMF) Projects, and the list of Nevada County's Capital Improvement Projects (CIP) for 2017.

Ms. Tillotson reported on the Penn Valley Pipeline Project, and provided an update on the Cascade Shores Community Leachfield Project and the Sewer Relief Value Project, which is underway. A three-phase project is on the horizon for McCourtney Road Transfer Station (MRTS), which proposes improvements to the public reception and commercial recycling areas. Staff will be issuing a Request for Qualifications (RFQ) for design services and will return to the Board in April to request authorization to award the contract.

Board questioning and discussion ensued.

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### III. Fire Prevention and Coordinated Emergency Response.

Mr. Stephen Monaghan, Chief Information Officer, provided a PowerPoint presentation regarding the County's Fire Prevention Coordinated Response. Together with Mr. John Gulsarian, Emergency Services Program Manager, California Department of Forestry and Fire Protection (CAL FIRE) Nevada-Yuba-Placer Unit Chief George Morris III, and Sheriff's Captain Jeff Pettitt, Mr. Monaghan reviewed the 2016 fire season, implementation of the County's Hazardous Vegetation Ordinance process, the Fire Prevention Assistance Program, potential impacts of Tree Mortality on the 2017 fire season, and evacuation planning and response.

Board questioning and discussion ensued.

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IV. Tree Mortality.

Mr. John Gulserian, Office of Emergency Services Program Manager, provided a PowerPoint presentation regarding Nevada County's Tree Mortality, and State and local response to the emergency. Nevada County has declared a local emergency. State disaster assistance funding required a 25% match. A local taskforce was formed and Mr. Gulserian reviewed their goals and objectives. He reported that an inventory of impacted trees has been initiated and a mapping project is currently in progress. Members of the public are being directed to the County's website, which provides detailed information regarding Tree Mortality and how to apply for Federal funding that is available for private property. Additionally, the public is being directed to the Fire Safe council of Nevada County's website for further information.

Board questioning and discussion ensued. By consensus the Board requested additional language be added to the Tree Mortality Objective.

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V. Economic Development Update.

Mr. Jon Gregory, Executive Director, Nevada County Economic Resource Council (ERC), provided a PowerPoint presentation displaying the highlights of ERC's activities in 2016 and their priorities for 2017. Mr. Gregory recommended the creation of a competitive economic development advantage to draw businesses to Nevada County and reported on the need for an innovative solution for worker housing throughout Nevada County.

Board questioning and discussion ensued.

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Ms. Kristin York, Vice President, Sierra Business Council, and Director, Sierra Small Business Development Center (SBDC), provided a PowerPoint presentation on their activities in 2016, and their goals moving forward into 2017.

Board questioning and discussion ensued.

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VI. Measure A.

Ms. Laura Pappani, County Librarian, provided an overview of the Library's planning for implementation of funding resulting from the voter's approval of Measure A. Staff's goals include the development of a five-year strategic plan for the County's Library system to be presented to the Board in May 2017. The Measure "A" Expenditure Plan will propose increased hours and programs/services for children and teens, additional Library materials, information and technology access, increased services for seniors and Library users with disabilities, added locations, and an increase in the Library's financial reserves.

The Board members congratulated Ms. Pappani on the success of Measure A, and discussion ensued.

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VII. Public Engagement.

Mr. Stephen Monaghan, Chief Information Officer, provided a PowerPoint presentation regarding public engagement and outreach. He reviewed current opportunities provided by the County for citizen engagement and input, provided examples of ways to increase transparency, and reported on the County's new website that is currently under construction.

Board questioning and discussion ensued.

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VIII. Municipal Advisory Councils (MACs).

Mr. Jeffrey Thorsby, Administrative Analyst/Privacy and Security Officer, provided a PowerPoint presentation and report regarding Municipal Advisory Committees (MACs), which was a Board Objective for 2016, Priority "C": Investigate the feasibility of a Municipal Advisory Committee (MAC) for Nevada County. He recognized Administrative Analyst, Eve Diamond, who started the Project prior to her retirement. Mr. Thorsby provided detailed background information, and the results of a survey request sent to ten rural counties. Five responses to the survey were received; all from counties that have implemented the MAC process. He highlighted the pros and cons, as well as potential challenges of implementing MACs in Nevada County, and reviewed the potential costs and staffing requirements. As part of the project, a sample MAC Policy Handbook was created for the Board to review, and recommended the Board approve MACs on a pilot basis in the Penn Valley area.

Supervisor Weston explained that this was a result of the recent Housing Element Rezone Project and concerns raised by the Penn Valley community. At the Board's 2016 Workshop MACs were identified as a "C" Priority. Supervisor Weston requested Board's agreement to allow him to create a MAC in the Penn Valley area on a trial basis.

Board questioning and discussion ensued.

Mr. Richard Haffey, County Executive Officer, looked to the other Board members for agreement to approve the MAC on a trial basis, and consensus as provided by the other Board members.

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IX. Review and Finalize 2017 BOS Objectives.

Ms. Lori Burkhart-Frank, Facilitator, provided a review of the Board's discussions throughout the Workshop, and the Board members finalized their 2017 Board Objectives.

Priority A

- Maintain County's financial stability and core services in light of economic conditions.
- Prioritize the implementation of existing County policies and programs to reduce the risk of wildfire and the effects of wildfire on life, property and the environment. Continue active leadership of participation on the local Tree Mortality Task Force to coordinate emergency protective actions, and monitor ongoing conditions, secure state funding to address the vast tree mortality issue to reduce fire hazard and promote forest health and watershed.
- Explore strategies and funding options to improve and expand emergency shelters, particularly to move toward 24/7 program operations, while researching opportunities to facilitate development of the Housing Element rezone sites throughout the County by partnering with other jurisdictions, potential developers and the Housing Authority.
- Support an inclusive community stakeholder process to develop a long-term County cannabis cultivation ordinance.
- Review current AB 1600 Recreation Impact Fees and commission a new study for the purpose of providing funding and meeting the needs for recreational improvements to serve new development and encourage all entities to consider collaboration/consolidations into one western county regional park and recreation operation.

Priority B

- Increase and improve public awareness and civic engagement through educational information programs.
- Support job-enhancing economic development efforts where appropriate.
- Work with RCRC, CSAC and Nevada County legislative advocates to identify and seek Cap and Trade funds that can be applied for by Nevada County.
- Evaluate the options and feasibility of establishing a Business License process in the County.

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Priority C

- Explore economic development options for the current yard (lot 6) when vacated which may include Airport expansion, commercial development and/or other best use opportunities.
- Work with our legislative advocates to introduce flexibility with rural counties in the housing element policy. Increase opportunities for additional workforce and senior housing units.
- Assist water agencies as requested during this drought as appropriate.

X. Final Recap.

Ms. Lori Burkart Frank, Facilitator, recapped the meeting and asked the Board to submit the mini-evaluation.

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**ADJOURNMENT:** There being no further business, Chairman Weston adjourned the meeting at 4:22 p.m.

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Hank Weston, Chairman

ATTEST:

By: 

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Julie Patterson Hunter, Clerk of the Board