



# County of El Dorado

Board of Supervisors  
Department  
330 Fair Lane, Building A  
Placerville, California  
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## Minutes - Draft Board of Supervisors

*Sue Novasel, Chair, District V*  
*Brian K. Veerkamp, First Vice Chair, District III*  
*John Hidahl, Second Vice Chair, District I*  
*Shiva Frentzen, District II*  
*Lori Parlin, District IV*

*Kim Dawson, Clerk of the Board of Supervisors*  
*Don Ashton, Chief Administrative Officer*  
*David Livingston, County Counsel*

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Tuesday, September 24, 2019

9:00 AM

330 Fair Lane, Placerville, CA

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### ADDENDUM

Items 25 and 26 are hereby added to the Consent Calendar.

Item 27 is hereby added to Closed Session.

### Vision Statement

**Safe, healthy and vibrant communities, respecting our natural resources  
and historical heritage**

**This institution is an equal opportunity provider and employer.**

Live Web Streaming and archiving of most Board of Supervisors meeting videos, all meeting agendas, supplemental materials and meeting minutes are available on the internet at: <http://eldorado.legistar.com/Calendar.aspx>

To listen to open session portions of the meeting in real time, dial (530) 621-7603. This specialized dial in number is programmed for listening only and is operable when the audio system inside the meeting room is activated. Please be advised that callers will experience silence anytime the Board is not actively meeting, such as during Closed Session or break periods.

The County of El Dorado is committed to ensuring that persons with disabilities are provided the resources to participate in its public meetings. Please contact the office of the Clerk of the Board if you require accommodation at 530-621-5390 or via email, [edc.cob@edcgov.us](mailto:edc.cob@edcgov.us), preferably no less than 24 hours in advance of the meeting.

The Board of Supervisors is concerned that written information submitted to the Board the day of the Board meeting may not receive the attention it deserves. The Board Clerk cannot guarantee that any FAX, email, or mail received the day of the meeting will be delivered to the Board prior to action on the subject matter.

The Board meets simultaneously as the Board of Supervisors and the Board of Directors of the Air Quality Management District, In-Home Supportive Services, Public Housing Authority, Redevelopment Agency and other Special Districts.

For Purposes of the Brown Act § 54954.2 (a), the numbered items on this Agenda give a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

Materials related to an item on this Agenda submitted to the Board of Supervisors after distribution of the agenda packet are available for inspection during normal business hours in the public viewing packet located in Building A, 330 Fair Lane, Placerville or in the Board Clerk's Office located at the same address. Such documents are also available on the Board of Supervisors' Meeting Agenda webpage subject to staff's ability to post the documents before the meeting.

## **PROTOCOLS FOR PUBLIC COMMENT**

Public comment will be received at designated periods as called by the Board Chair.

Public comment on items scheduled for Closed Session will be received before the Board recesses to Closed Session.

Except with the consent of the Board, individuals shall be allowed to speak to an item only once.

On December 5, 2017, the Board adopted the following protocol relative to public comment periods. The Board adopted minor revisions to the protocol on February 26, 2019, incorporated herein:

Time for public input will be provided at every Board of Supervisors meeting. Individuals will have three minutes to address the Board. Individuals authorized by organizations will have three minutes to present organizational positions and perspectives and may request additional time, up to five minutes. At the discretion of the Board, time to speak by any individual may be extended.

Public comment on certain agenda items designated and approved by the Board may be treated differently with specific time limits per speaker or a limit on the total amount of time designated for public comment. It is the intent of the Board that quasi-judicial matters have additional flexibility depending upon the nature of the issue. It is the practice of the Board to allocate 20 minutes for public comment during Open Forum and for each agenda item to be discussed. (Note: Unless designated on the agenda, there is no Open Forum period during Special Meetings.)

Individual Board members may ask clarifying questions but will not engage in substantive dialogue with persons providing input to the Board.

If a person providing input to the Board creates a disruption by refusing to follow Board guidelines, the Chair of the Board may take the following actions:

- Step 1. Request the person adhere to Board guidelines. If the person refuses, the Chair may turn off the speaker's microphone.
- Step 2. If the disruption continues, the Chair may order a recess of the Board meeting.
- Step 3. If the disruption continues, the Chair may order the removal of the person from the Board meeting.

**9:00 A.M. - CALLED TO ORDER**

**Present:** 5 - Supervisor Veerkamp, Supervisor Frentzen, Supervisor Novasel, Supervisor Hidahl and Supervisor Parlin

**INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG**

**Pastor Dave Cooke of the Cold Springs Community Church gave the Invocation. Supervisor Hidahl led the Pledge of Allegiance to the Flag.**

**ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR**

*Public Comment: A. Vanderschmidt, J. Harn, K. Payne*

**A motion was made by Supervisor Frentzen, seconded by Supervisor Veerkamp to Adopt the Agenda and Approve the Consent Calendar with the following change:**

**Supervisor Parlin registered a No vote on item 11.**

**Yes:** 5 - Veerkamp, Frentzen, Novasel, Hidahl and Parlin

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action.

**OPEN FORUM**

*Public Comment: D. Schaffer, S. Taylor*

Open Forum is an opportunity for members of the public to address the Board of Supervisors on subject matter that is not on their meeting agenda and within their jurisdiction. Public comments during Open Forum are limited to three minutes per person. Individuals authorized by organizations will have three minutes to present organizational positions and perspectives and may request additional time, up to five minutes. The total amount of time reserved for Open Forum is 20 Minutes.

**CONSENT CALENDAR**

- 1. **19-1427** Clerk of the Board recommending the Board approve the Minutes from the regular meeting of September 17, 2019.

**This matter was Approved on the Consent Calendar.**

**GENERAL GOVERNMENT - CONSENT ITEMS**

- 2. **16-0305** Chief Administrative Office recommending the Board find that a state of emergency continues to exist in El Dorado County as a result of unprecedented tree mortality due to drought conditions and related bark beetle infestations. (Cont. 9/17/19, Item 2)

**This matter was Approved on the Consent Calendar.**

- 3. **19-1387** Chief Administrative Office recommending the Board:
  - 1) Approve and authorize the Chair to sign Agreement 4328 providing a Memorandum of Understanding between the County and Save the Graves Coalition of El Dorado County, a project of Arts and Culture El Dorado's Arts Incubator Program;
  - 2) Delegate signature authority to the Purchasing Agent on Daily License Application/Authorization forms with the State of California Department of Alcoholic Beverage Control; and
  - 3) Make a determination that Save the Graves Coalition of El Dorado County provides a public benefit to the residents of El Dorado County.

**FUNDING:** Donations.

**This matter was Approved on the Consent Calendar.**

- 4. **19-1432** Chief Administrative Office recommending the Board, acting as the Board of Directors of the El Dorado County Public Housing Authority, adopt and authorize the Chair to sign Resolution **160-2019** adopting the Fiscal Year 2019-2020 Budget for El Dorado County Public Housing Authority.

**FUNDING:** Federal Funding.

**Resolution 160-2019 was Adopted upon Approval of the Consent Calendar.**

- 5. **19-1433** Chief Administrative Office recommending the Board, acting as the Board of Directors of the El Dorado County In-Home Supportive Services Public Authority, adopt and authorize the Chair to sign Resolution **161-2019** adopting the Fiscal Year 2019-2020 Budget for El Dorado County In-Home Supportive Services Public Authority.

**FUNDING:** Federal & State Funding.

**Resolution 161-2019 was Adopted upon Approval of the Consent Calendar.**

- 6. **19-1245** Chief Administrative Office, Procurement and Contracts Division, presenting a list of County surplus property and recommending the Board so declare and authorize disposal of same in accordance with the procedures outlined in the County's Purchasing Ordinance, Chapter 3.12 and Section 3.12.220 thereof.

**FUNDING:** Various.

**This matter was Approved on the Consent Calendar.**

- 7. **19-1295** Chief Administrative Office, Procurement and Contracts Division, recommending the Board declare a service weapon as surplus and approve the sale of the weapon to retiring Sheriff's Officer Sergeant Darin Lewis.

**FUNDING:** The Sheriff's Office Armory will receive the funds paid by the retiring employee.

**This matter was Approved on the Consent Calendar.**

- 8. **19-1376** County Cemetery Director recommending the Board make the following appointment to the Cemetery Advisory Committee:  
Appoint Charlane Gross, Archaeologist Representative (Vacant), Term Expiration 09/24/2021.

**This matter was Approved on the Consent Calendar.**

- 9. **19-1361** Elections Department recommending the Board declare the results of the official canvass of the August 27, 2019 Special Mail Ballot Election conducted by the Registrar of Voters.

**FUNDING:** N/A

**This matter was Approved on the Consent Calendar.**

- 10. 19-1366 Human Resources Department recommending the Board approve the 2020 Operating Engineers, Local 3 Health Trust health rates.

**FUNDING:** County-wide cost, shared between the County departments (General Fund and Non-General Fund) and employees.

**This matter was Approved on the Consent Calendar.**

- 11. 19-1423 Supervisor Novasel recommending the Board reconsider the action taken on August 27th, 2019 (Legistar 19-1205) regarding Recorder-Clerk Department fee adjustment recommendations as a result of a recent fee study, and the approval of a new Ordinance establishing fees for the Recorder-Clerk Department.

**FUNDING:** N/A

**This matter was Approved on the Consent Calendar.**  
**Supervisor Parlin registered a No vote on this matter.**

**HEALTH AND HUMAN SERVICES - CONSENT ITEMS**

**12. 19-1223**

Health and Human Services Agency recommending the Board:

- 1) Approve and authorize the Chair to sign Agreement for Services 4153 with Pro-Line Cleaning Services, Inc. for the provision of selected janitorial services for the Diamond Springs Mental Health offices located at 768 Pleasant Valley Road, for the term October 1, 2019 through September 30, 2022, with a maximum obligation of \$90,000 for the term of the Agreement;
- 2) Make findings in accordance with County Ordinance 3.13.030 that it is more economical and feasible to contract with Pro-Line Cleaning Services, Inc. for janitorial services provided under this Agreement 4153 because the location is remote from available County employee resources; and
- 3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement for Services 4153, including amendments thereto which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

**FUNDING:** 41% MHSA, 25% Federal, 17% Realignment, 15% Public Guardian, 2% State.

**This matter was Approved on the Consent Calendar.**



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**LAND USE AND DEVELOPMENT - CONSENT ITEMS**

- 13. 19-1355** Planning and Building Department recommending the Board approve and authorize the Chair to sign the Second Amendment to Agreement 236-S1710 with Ascent Environmental, Inc., changing the Contract Administrator, extending the term of the contract by an additional three years with a revised expiration of October 5, 2022 and increasing the compensation amount by \$100,000 for a total not-to-exceed amount of \$400,000, with no change to the scope of work.

**FUNDING:** Applicant Funded.

**This matter was Approved on the Consent Calendar.**

- 14. 19-1372** Planning and Building Department recommending the Board consider the following related to the Commercial Cannabis Program:
- 1) Adopt and authorize the Chair to sign Resolution **158-2019**, amending the Fiscal Year 2019-2020 Authorized Personnel Allocation Resolution to add one Senior Planner (1.0 FTE) position to the Planning and Building Department, Planning Services Division to replace a Senior Planner position that is being reassigned to the Commercial Cannabis Program (in Planning and Building);
  - 2) Direct that the above change be added to the Fiscal Year 2019-2020 Position Allocation Schedule;
  - 3) Provide authorization to the Director of Human Resources to make, if needed, any technical corrections to the authorized personnel allocations for the Planning and Building Department;
  - 4) Request the Auditor-Controller to establish a new general fund org code within the chart of accounts for the Planning and Building Department for the Commercial Cannabis Program and;
  - 5) Authorize the Chair to execute an amendment to the Fiscal Year 2019-2020 Adopted Budget to increase appropriations and revenues in the Planning and Building Department for the new Commercial Cannabis Program, increasing appropriations in Salaries and Benefits and Services and Supplies along with an equal amount in Fees from permits in the newly created org by a total of \$300,000 (4/5 vote required to approve budget transfer).

**FUNDING:** Commercial Cannabis Permit Revenue and Commercial Cannabis Tax Revenue.

**This matter was Approved and Resolution 158-2019 was Adopted upon Approval of the Consent Calendar.**

**LAW AND JUSTICE - CONSENT ITEMS**

**15. 19-1352**

District Attorney recommending the Board:

- 1) Approve and authorize the District Attorney to accept and execute Grant Agreement DI20002 in the amount of \$230,154 with the California Office of Traffic Safety, Alcohol and Drug Impaired Driver Vertical Prosecution Program, for the prosecution of alcohol and drug impaired driving cases for the period of October 1, 2019 through September 30, 2020; and
- 2) Delegate authority to the District Attorney to execute any contract amendments or extensions which do not increase net county cost, contingent upon approval by County Counsel and Risk Management

**FUNDING:** California Office of Traffic Safety Alcohol and Drug Impaired Driver Vertical Prosecution Program Grant Funding.

**This matter was Approved on the Consent Calendar.**

**16. 19-1307**

District Attorney recommending the Board:

- 1) Accept a grant from the Governor’s Office of Emergency Services for the Victim Witness Assistance Program in the amount of \$483,527 for the period of October 1, 2019 - September 30, 2020, based on the received Letter of Intent;
- 2) Approve and authorize the Chair to sign the Certification of Assurance of Compliance; and
- 3) Authorize the District Attorney to execute the Grant Award Agreement and required documents, including any extensions or amendments thereof which would not increase net county cost.

**FUNDING:** California Governor’s Office of Emergency Services Victims of Crime Act Fund.

**This matter was Approved on the Consent Calendar.**

**17. 19-1345**

Sheriff's Office recommending the Board:

1) Approve and authorize Chair to sign Customer Signature Page, Contract Amendment, and Statement of Work as they relate to the Master Services Agreement to Contract 4251 with Relias Learning, LLC, for the provision of web-based education and information resource subscription services with Relias Learning LLC for Sheriff's Office staff for a term of seven (7) years and for an estimated not to exceed amount of \$83,000; and

2) Authorize the Purchasing Agent, or designee, to execute further documents relating to Contract 4251, including future amendments which do not increase the maximum dollar amount or term of the Contract, and contingent upon approval by County Counsel and Risk Management.

**FUNDING:** General Fund.

This matter was Approved on the Consent Calendar.

**END CONSENT CALENDAR**

**DEPARTMENT MATTERS (Items in this category may be called at any time)**

- 18. 19-1283** Probation Department recommending the Board to adopt and authorize the Chair to sign Resolution **159-2019** granting approval of the temporary amendment to Board of Supervisors Policy D-1 Travel, V A.1, for a period of ninety (90) days. (Est. Time: 10 Min.)

**FUNDING:** General Fund.

**A motion was made by Supervisor Veerkamp, seconded by Supervisor Hidahl to Adopt Resolution 159-2019.**

**Yes:** 5 - Veerkamp, Frentzen, Novasel, Hidahl and Parlin

- 19. 19-1130** Department of Transportation recommending the Board approve and authorize the Chair to sign the Offsite Road Improvement Agreement for Malcolm Dixon Area of Benefit, Road Improvement Agreement 19-54910, between the County and the Developers, Omni Financial, LLC, Alto, LLC, Salmon Falls Land & Cattle Company, LLC, Diamante Development, LLC and Christopher A. LaBarbera Revocable Trust, 2019. (Cont. 8/13/2019, Item 14) (Est. Time: 20 Min.)

**FUNDING:** Developer Funded.

*Public Comment: K. Payne, S. Neison*

**A motion was made by Supervisor Veerkamp, seconded by Supervisor Hidahl to Approve this matter.**

**Yes:** 5 - Veerkamp, Frentzen, Novasel, Hidahl and Parlin

- 20. 19-1410** Chief Administrative Office recommending the Board adopt and authorize the Chair to sign Resolution **162-2019**, incorporating Exhibits 1 through 3, adopting the County Budget and Budgets for Board Governed Special Districts for Fiscal Year 2019-2020. (Est. Time: 10 Min.)

**FUNDING:** Countywide Budget Adoption.

*Public Comment: J. Ham, K. Payne*

**A motion was made by Supervisor Frentzen, seconded by Supervisor Veerkamp to Adopt Resolution 162-2019.**

**Yes:** 5 - Veerkamp, Frentzen, Novasel, Hidahl and Parlin

- 21. 19-1305 Library Department recommending the Board receive a presentation on County meeting room policy issues and provide direction to staff for developing a County Meeting Room Policy. (Est. Time: 45 Min.)

**FUNDING:** N/A

*Public Comment: K. Payne*

The Board received a presentation on County meeting room policy issues.  
Staff recommended the Board:  
County Departments - continue to use meeting room for County business only.  
Library - continue primary use for County business and continue use by public groups.  
HHS/ Senior Services - continue primary use for County business.  
The Board gave direction to move forward with staff's recommendation and include an impact analysis when returning to the Board.

**1:00 P.M. - TIME ALLOCATION**

- 22. 19-1389 Department of Transportation recommending the Board:  
1) Receive a presentation by consultant FM3 Research of Key Findings of a survey of County Service Area No. 3; and  
2) Direct staff to initiate proceedings for a measure to be placed on the March 3, 2020 ballot for the electorate in the South Shore Snow Zone to consider a special tax, in the amount of \$80.00 annually on each improved parcel of land, to replace the existing \$20.00 assessment service charge. (Est. Time: 1 Hr.)

**FUNDING:** CSA 3 Snow Removal Zone of Benefit.

*Public Comment: T. Cielo, B. George, K. Payne*

**A motion was made by Supervisor Veerkamp, seconded by Supervisor Novasel to Approve this matter.**

**Yes:** 5 - Veerkamp, Frentzen, Novasel, Hidahl and Parlin

**2:00 P.M. - TIME ALLOCATION**

- 23. 19-1384** Planning and Building Department, Planning Services Division, forwarding a request from Oakmont Senior Living for an Initiation Hearing (Conceptual Review) for a proposed Specific Plan Amendment for the El Dorado Hills Specific Plan and Town Center West Planned Development to allow the inclusion of Mixed Use Development in the plan area. The proposed future Mixed Use Development would include a mix of commercial development and feature an age-restricted residential development of up to 20 residential units per acre, as part of the Development Plan for the center located in Village U. The property, identified by Assessor’s Parcel Numbers 117-160-011, 117-160-012, 117-160-013, 117-160-014, 117-160-031, 117-160-048, 117-160-049, 117-160-050, 117-160-051, 117-160-052, 117-160-053, 117-160-054, 117-160-055, 117-160-056, 117-160-057, 117-160-064, 117-160-065, 117-160-067, 117-160-068, 117-160-069, 117-160-070, 117-180-014, 117-180-015, 117-180-016, 117-180-017, 117-180-018, and 117-180-019, consisting of 116 acres, is located in the El Dorado Hills area. Staff recommends the Board take the following actions:
- 1) Find that the proposed Pre-Application PA19-0003 complies with the criteria for initiation of General Plan Amendments as required by Board of Supervisors Policy J-6; and
  - 2) Provide the Applicant with initial feedback on the proposed project. (Supervisory District 1) (Est. Time 1 Hr.)

**FUNDING:** N/A

*Public Comment: C. Checky, K. Payne, S. Taylor, L. Brent-Bumb*

**A motion was made by Supervisor Veerkamp, seconded by Supervisor Hidahl to find that the proposed Pre-Application PA19-0003 complies with the criteria for initiation of General Plan Amendments as required by Board of Supervisors Policy J-6.**

**Yes:** 5 - Veerkamp, Frentzen, Novasel, Hidahl and Parlin

**ITEMS TO/FROM SUPERVISORS**

Supervisor Veerkamp reported on the following:  
Sacramento Area Council of Governments meeting.  
Missing Middle workshop.

Supervisor Parlin reported on the following:  
Staff meetings.  
River tour.  
Georgetown historical district overlay.  
Cameron Park Rotary luncheon.  
Oakmont Senior Living facility tour.  
Georgetown oath of office for Fire Chief.

Supervisor Frentzen reported on the following:  
Georgetown Fire Chief meeting.  
New Hire Orientation.  
Commission on Aging.  
Forum on Local Homelessness and Mental Illness.  
Oakmont Senior Living facility tour.  
Rural County Representatives of California conference.  
Dina Gentry, Public Relations Officer - El Dorado County Office of Education, recognition.

Supervisor Hidahl reported on the following:  
Forum on Local Homelessness and Mental Illness.  
Oakmont Senior Living facility tour.  
El Dorado Hills Friends of the Library.

Supervisor Novasel reported on the following:  
City of South Lake Tahoe transportation meeting.  
Tahoe Regional Planning Agency meeting.

**CAO UPDATE**

Don Ashton, Chief Administrative Officer, reported on the following:  
Rural County Representatives of California.  
Travel Policy discussion.  
Georgetown Rotary.  
Fire Chiefs meeting.  
Georgetown fire board meeting.

**ADJOURNED AT 3:25 P.M.**

**CLOSED SESSION**

**24. 19-1438**

**Conference with Legal Counsel - Significant Exposure to Litigation**

pursuant to Government Code Section 54956.9(d)(2). Number of potential cases: (1). (Est. Time: 10 Min.)

**No Action Reported. All five Supervisors participated.**



On August 19, 2003, the Board adopted the following protocol: It is a requirement that all speakers, County staff and the public, when approaching the podium to make a visual presentation to the Board of Supervisors, must provide the Clerk with the appropriate number of hard copies of the presentation for Board members and the audience.

**ADDENDUM**

**GENERAL GOVERNMENT - CONSENT ITEMS**

**25. 19-1426**

Recorder-Clerk recommending the Board:

- 1) Approve and authorize the Purchasing Agent to sign Amendment V to Agreement for Services 129 (061-S0311), an Assignment Agreement, to reflect the acquisition of SouthTech Systems, Inc. by Granicus, LLC, effective November 9, 2018, for the provision of software and related services to the County Recorder-Clerk; a
- 2) Approve and authorize payment of \$15,755 for invoices received from Granicus for 2019 services that were previously authorized by the Board to be paid to SouthTech; and
- 3) Approve and authorize the continued use of perpetual Agreement for Services 129 (061-S0311) with Granicus, LLC, for eRecording, electronic lien and CRiis software licenses and associated support, and redaction OCR counts for the contract year September 25, 2019 through September 24, 2020 for up to \$30,350.

**FUNDING:** Recorder-Clerk Special Revenue Funds.

**This matter was Approved on the Consent Calendar.**

**26. 19-1442**

Supervisor Parlin recommending the Board approve and authorize the Chair to sign a Certificate of Recognition awarded to Anthony Battaglia and Jarrod Norwood of Boy Scout Troop 700, Rescue, California, thereby acknowledging the hard work and commitment necessary to attain the rank of Eagle Scout.

**This matter was Approved on the Consent Calendar.**

**CLOSED SESSION**

**27. 19-1445**

**Pursuant to Government Code Section 54957.6 - Conference with Labor Negotiator:** County Negotiator: Director of Human Resources and/or designee. Employee organizations: Operating Engineers Local 3 representing employees in the Trades & Crafts and Corrections Bargaining Units; Deputy Sheriffs Association representing employees in the Law Enforcement Unit; and El Dorado County Deputy County Counsel Association. (Est. Time: 15 Min.)

**No Action Reported. All five Supervisors participated.**