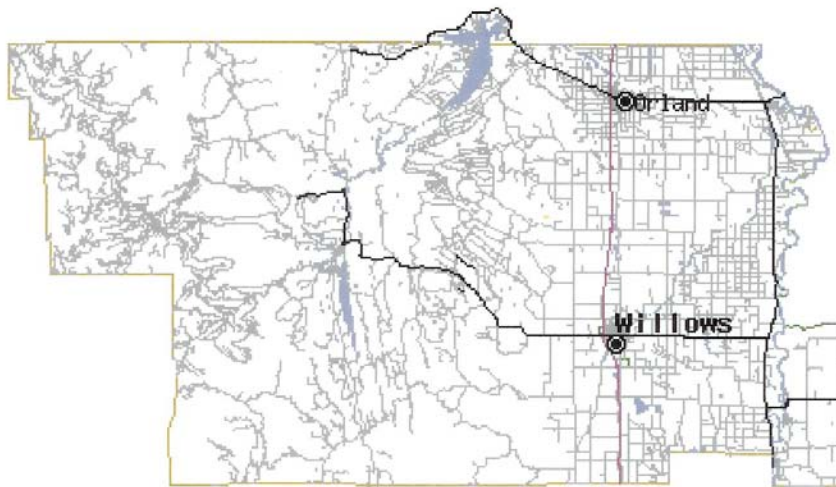


2004 – 2005

Glenn County Grand Jury



Final Report

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2004-2005 GLENN COUNTY GRAND JURY
P.O. Box 1023
Willows, Ca. 95988

June 30, 2005

The Honorable Donald Byrd
Presiding Judge
Superior Court, County of Glenn
526 West Sycamore Street
Willows, Ca. 95988

Dear Judge Byrd,

In compliance with California Penal Code, Section 933, the 2004-2005 Glenn County Grand Jury respectfully submits its Final Report to the Court.

The report consists of the work of six committees: City/County Government, Finance, Public Health, Schools, Public Safety, and Public Works.

The nineteen-member jury made inquiries and investigations and served as a civil jury considering a variety of complaints.

The Jury expresses its appreciation for the cooperation and assistance received from the County employees during its interview and investigation process.

The members of the 2004-2005 Glenn County Grand Jury are honored to have had the opportunity to be of service to our County. We sincerely hope our efforts are received as a positive contribution.

Sincerely,



Al Calonico, Foreperson
Glenn County Grand Jury, 2004-2005

2004-2005 GLENN COUNTY GRAND JURY MEMBERS

Vicki Allen

Robert Banfill

Cynthia Boracci

Mark Brown

William Brown - *Sergeant At Arms*

Al Calonico - *Foreperson*

Dennis Champagne

Barbara Estes

Patricia Faver - *Secretary*

Deborah Jackson

Jean Langston

Ralph Langston

Brenda Lester

John McCarthy

Matthew McGann

Debra Ramsey

Bree Schmidt

Gary Taylor

Robert Torres

THE ROLE OF THE GRAND JURY

The Grand Jury is primarily an investigative body created by the United States Constitution's Fifth Amendment and the California Constitution.

Nineteen residents of Glenn County are selected after interviewing 30 to 40 people. Grand Juries are impaneled annually and are officers of the Court, but work independently. Most of the work is done by committees, which include Public Safety, Schools, Public Works, Health Services, City/County Government and Finance. Other committees may be appointed as needed.

The Grand Jury and committees meet several times a month. The Jury meets with County and City officials, visits local government facilities, and conducts research on matters of interest and concern. The proceedings of the Grand Jury are kept confidential. Jurors may not discuss the business of the Jury with other individuals.

The Grand Jury receives letters from citizens expressing concern over a particular matter of local government. Anyone may file a complaint with the Grand Jury. The Grand Jury chooses which complaints to investigate. The Grand Jury cannot investigate disputes between private parties. All complaints to the Grand Jury are confidential.

All Grand Jury findings and recommendations are issued in written reports. Each report must be approved by at least 12 members of the Jury. At the end of the term (June 30th), the Jury issues its final report. Copies of the report are distributed to public officials, libraries, news media, and any entity that is the subject of a report. Within ninety days, following the issuance of the report, officials responsible for matters addressed are required to respond in writing.

RESPONSE REQUIREMENTS & INSTRUCTIONS

The legal requirements as contained in the California Penal Code, Section 933.05 are summarized as follows:

The responding entity or person must respond in one of two ways:

- (1) That you agree with the finding.
- (2) That you disagree wholly or partially with the finding. The response shall specify the part of the finding that is disputed and shall include an explanation of the reasons for the disagreement.

Recommendations by the Grand Jury require action. The responding entity or person must report action on all recommendations in one of four ways:

- (1) The recommendation has been implemented with a summary of the implemented action.
- (2) The recommendation has not been implemented but will be implemented in the near future with a time frame for implementation.
- (3) The recommendation requires further analysis. If an entity or person reports in this manner, the law requires a detailed explanation of the analysis or study and time frame not to exceed six months. In this event, the analysis or study must be submitted to the director of the agency being investigated.
- (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefore.

If either a finding or recommendation deals with budgetary or personnel matters of a County department headed by an elected officer, both the elected officer and the Board of Supervisors shall respond if the Grand Jury so requests. The Board of Supervisors' response may be limited, while the response by the department head must address all aspects of the finding or recommendations.

Two working days prior to the release of the Final Report, the Grand Jury will provide a copy of the portion of the report to all affected agencies or persons. **No officer, agency, department, or governing body of a public agency shall disclose the contents of the report prior to its public release.**

Section 933(c) of the Penal Code provides two different response times.

- (1) **Public Agency:** The governing body of any public agency must respond within 90 days. The response must be addressed to the Presiding Judge of the Superior Court.
- (2) **Elective Officer of Agency Head:** All elected officers or heads of agencies who are required to respond must do so within 60 days to the Presiding Judge of the Superior Court, with an informational copy provided to the Board of Supervisors.

2004-2005

GLENN COUNTY GRAND JURY

FINAL REPORT

June 30th, 2005

**2004-2005 Glenn County Grand Jury
Final Report
Agricultural Commissioner**

I. PURPOSE:

To review the Glenn County Agricultural Commissioner's programs, goals, and objectives.

II. BACKGROUND:

The Agricultural Commissioner's Office consists of six areas. Environmental Protection, Consumer Protection, Special Services, Weights and Measures, Air Pollution Control, and Vegetation and Environmental Management.

III. FINDINGS:

Staffing is adequate. The department has seventeen full time positions, and vacancies are filled at a lower grade position. Six employees will retire within three to five years. Sixty-three percent of the departments budget is funded from outside sources. Total reductions in the budget for the last three years is two-hundred-fifty-two thousand five-hundred fourteen dollars. The agricultural revenue for the county is three-hundred-eighteen million dollars annually. The Department has a twenty-five acre plot of land to test for field pests and insects which they sweep and check for any infestations. The Department has budgeted eighty-eight thousand dollars for home hazardous waste pickup. Less than five percent of the gas pumps tested in the county fail tests. Rice burning is down to twenty-one point four percent of all county rice fields.

IV. CONCLUSIONS:

The Agricultural Department is well managed and performs a wide variety of services for Glenn County.

V. RECOMMENDATION:

The structure of all fines or citations imposed by the Agricultural Department be reviewed to include all costs of legal services.

Build an Agricultural Extension Center on county property located near the existing county office. This would be a one stop building for all agricultural related needs. The building could lease office space to Farm Credit, USDA, Farm Advisors and other Agricultural related agencies.

VI. RESPONSE REQUIRED:

Agricultural Commissioner
Glenn County Board of Supervisors

**2004-2005 Glenn County Grand Jury
Final Report
City of Orland**

I. PURPOSE:

To investigate current working conditions within the City of Orland and discuss possible problems with budgetary constraints and their ability to operate effectively.

II. BACKGROUND:

Grand Jury members interviewed the Orland City Manager on October 5th, 2004.

III. FINDINGS:

There is a major area of concern regarding the amount of office space currently in use. The City Manager states the he requires more space to function properly. At the time of this interview the budget for 2005 was not yet complete. The city gets approximately twenty-five percent of the property taxes collected locally and thirty-three percent from sales taxes and impact fees. Plans are being developed to find new quarters for the Orland Police Department. The City Manager is appointed by City Council and has been in office for two and one half years. The department consists of the City Manager and forty-three staff members. The number of staff members has not changed since 1990. In the next ten years projected expansions for single family dwellings include some one-thousand two-hundred homes with eight-hundred multi-family residences.

IV. CONCLUSIONS:

With the current growth, the major problems facing City Hall are lack of office space and the relocating of the Orland Police Department.

V. RECOMMENDATIONS:

Explore the possibilities of relocating the Orland Police Department, either permanently or temporarily, to the now, unoccupied, Sheriff's substation at 821 South Street in Orland. City Hall could then expand to occupy the Police Department.

VI. RESPONSE REQUIRED:

Orland City Manager

Orland City Council

Glenn County Board of Supervisors

**2004-2005 Glenn County Grand Jury
Final Report
City of Willows**

I. PURPOSE:

To investigate current working conditions within the City of Willows and discuss possible problems with budgetary constraints and their ability to operate effectively.

II. BACKGROUND:

Grand Jury members interviewed the Willows City Manager on October 4th, 2004.

III. FINDINGS:

One major area of concern, regarding the city's ability to maintain quality of life, is with State delays and cancellation of important programs.

There have been no major changes in the last six months other than the ongoing improvement with the old water supply system and sewage treatment plant. If funds become available, improvements are planned for the streets and sidewalks. The new budget was currently at the printers as of this interview. The City receives approximately twenty percent of their funds from property taxes. Other sources are sales taxes and development fees.

The City Manager's position is appointed by the City Council. The department consists of the City Manager and thirty-six staff members. The city presently has an infrastructure valued at approximately five to six million dollars with private investors willing to invest in the quality of life in Willows. In the past, a large portion of the county has been annexed into the city. There are two housing tracts approved for single family homes. Commercial property plans include Wal-Mart's plan to expand from eighty-six thousand to one-hundred eight-six thousand square feet. There are plans for a new Holiday Inn Express and for Superior Products (Budweiser) to build a large new facility on the east side. Starbuck's Coffee has plans to locate in Willows, as do a couple of fast food establishments. The City has property zoned for an industrial park.

IV. CONCLUSIONS:

The city has major concerns with the State budget problem. The League of California Cities predicts major cuts for all cities across the State. Current monies due are not being paid. This is making it very difficult to make plans and accept proposals for future needs when the State simply delays or cancels programs. This problem may change in three years. However, the City's concern seem justified at the present time.

V. RECOMMENDATIONS:

None

VI. RESPONSE REQUIRED:

None

**2004-2005 Glenn County Grand Jury
Final Report
Glenn County Public Libraries**

I. PURPOSE:

To investigate the budget cuts by Glenn County as they relate to Glenn County Public Libraries.

II. BACKGROUND:

Glenn County funding of the public libraries has been cut, roughly, fifty per cent over the past two years. The cities have been able to supplement cuts in order for the libraries to survive. While the cities increased library funding has been necessary and appreciated, it is not expected to continue in such significant percentages. Disproportionate General Fund budget cuts for the county library system will make it difficult for the libraries to function at existing levels if the cities aren't able to offset the cuts with increased funding each year.

III. FINDINGS:

The public libraries of Glenn County are to be funded by the county, and run by the cities. As recently as two years ago, the libraries considered themselves to be in decent financial shape. With county funding maintaining consistent levels, more or less, year after year. With the cities supplementing library funding, the libraries were able to function in such a capacity that there was no need to cut their most important resource, staff. Some libraries have volunteer groups called "Friends of the Library. They provide valuable hours of service to the libraries. The "California Tele-Connect Fund" has helped keep telecommunication more affordable to the libraries. The Bill and Melinda Gates Foundation helped the Orland Library establish stronger computer services. Budget cuts have been implemented, but library visitation has not waned. The Orland Library is visited by over two-hundred-fifty people per day, while the Willows Library averages around one-hundred-twenty. The Bayliss Branch is open on Tuesdays and the Elk Creek Branch is open on Wednesdays and Thursdays.

The Bayliss and Elk Creek branches have been nearly closed in the past, but community fundraising and support has kept them open. The Willows Library is open twenty-nine hours a week, Tuesday through Saturday. The Orland library is open thirty-seven hours per week, Monday through Friday. As a rule, materials and maintenance are the first things cut when libraries are in financial binds, with staff being the last to be cut. The Orland Library employs five full-time and three part-time staff. Although two full-time employees are retiring and lack of funding might not allow for the replacement of the full-time staff. The Willows Library employees two full-time staff and five part-time staff. Budget cuts have hurt the face-to-face service that the library has traditionally been able to provide. This year, the libraries were given the budget without the ability to discuss it beforehand, as they had in the past.

Percentage-wise, the county's funding of the libraries is as low as its ever been and it has probably gone as low as it can go.

IV. CONCLUSIONS:

Library services and their role in the education of the community are unquestionably an important part of the county. The fact that the need for library services to be part of the General Fund clearly acknowledges the importance of the existence of a library system. However, for a county to choose to maintain a library system without adequate funding, disproportionate cuts in library services will not allow for continued excellence in the quality of service that Glenn County libraries provide. With population growth in the county the necessity of public libraries will only increase. If, as expected, the cities are unable to give more funding to the libraries each year the libraries will be unable to stay open for as many hours as they are now and will not be able to continue to adequately staff for the face-to-face service that good libraries provide.

Willows will not be able to afford to supplement the Elk Creek & Bayliss cuts in the future.

V. RECOMMENDATION:

The librarians of the county should be allowed to offer input to the county regarding their fate before being given a *no-questions-asked* budget to accept.

While it goes without saying that services such as public protection, safety and public assistance are necessary for the community, it should not be discounted that library services and education are entities that influence the General Fund across the board. A literate, educated society will reduce crime and the need for increased incarceration facilities. Education was the only budgeted area to be cut more than thirty per cent by the county (the only other are to experience decreased funding - Public Protection/Safety - endured a one point five percent decrease) from the previous year. Library services decreased thirty-seven percent. Considering the relatively small operating budget of the libraries in the past, County funding of education and the libraries should be expanded. Therefore, we recommend the following:

- 1) Basically, county residents are 50% of the Library patrons. The County should, therefore, pay half the cost of providing library services.
- 2) The library should have a voice in the budget process.

VI. RESPONSE REQUIRED:

Director of Finance
Glenn County Board of Supervisors

CITY OF WILLOWS
2004-2005 BUDGET

PG 2-29

SOURCE OF FUNDS:
GENERAL 140991
COUNTY LIBRARY 39862
LOST/DAMAGE TRST 2233
Z39.50 550

183636

ACC. 120
DEPT. LIBRARY

ACCT.# DESCRIPTION	ESTIMATED		PROPOSED	FUND	FUND
	2003/2004	2003/2004	2004/2005	SUPPORT	SUPPORT
	EXPENDITURES	BUDGET	BUDGET	GENERAL	OTHER
VAR.4001.120 SALARIES	85918	97476	73829	49772	24057
VAR.4003.120 PART TIME SALARIES	28478	28478	21267	14055	7212
VAR.4006.120 PERS	5497	6497	10972	9327	1645
VAR.4007.120 HEALTH INSURANCE	15231	17809	12774	8265	4509
VAR.4008.120 FICA	8938	9635	7275	4836	2439
301.4009.120 WORKERS COMPENSATION	1696	1903	2128	2128	
301.4013.120 UNEMPLOYMENT	0	450	450	450	
301.4014.120 LIFE INSURANCE	145	180	126	126	
301.4020.120 OFFICE EXPENSE	5000	5000	4000	4000	
301.4021.120 POSTAGE	1000	1000	800	800	
301.4071.120 TELEPHONE	3400	3400	2700	2700	
301.4080.120 P.G. & E.	8500	9000	9000	9000	
301.4110.120 VEHICLE ALLOWANCE	2400	2400	2400	2400	
301.4115.120 EQUIPMENT MAINTENANCE	500	2000	1800	1800	
VAR.4130.120 CONTRACTUAL SERVICES	6700	6150	6700	6150	550
301.4135.120 RENT	200	0	0	0	
301.4140.120 INSURANCE	8517	9584	11884	11884	
301.4150.120 TRAVEL & MEETINGS	327	0	100	100	
301.4160.120 DUES & MEMBERSHIPS	120	120	120	120	
301.4933.120 PRINT MATERIAL	13078	13078	13078	13078	
345.4933.120 PRINT MATERIAL	6053	6053	0		0
202.4933.120 PRINT MATERIAL	2233	2233	2233		2233
TOTAL	203931	222446	183636	140991	42645

PERSONNEL:
LIBRARIAN
LIBRARY TECHNICIAN
PART-TIME LIBRARY CLERKS

1
1
3

LOST 38,810 AT MAIN
PART TIME EQUIVALENTS
(16.333 HRS. PER WK EACH)

City of Orland
General Fund Expenditures Comparison
 For the Year Ending June 30, 2005

Fund Number	Department	Salaries and Benefits		Operating Expenditures		Capital Expenditures	
		Budgeted 2004-2005	Actual 2003-2004	Budgeted 2004-2005	Actual 2003-2004	Budgeted 2004-2005	Actual 2003-2004
Administrative Departments							
5010	City Council	\$ -	\$ -	\$ 28,065	\$ 23,310	\$ -	\$ -
5050	City Manager	110,695	90,639	18,083	19,694		
5020	City Clerk	50,930	48,550	15,277	15,878		
5030	Finance	0	0	52,477	39,176		
5040	Legal	0	0	33,303	45,596		
5160	Engineer	0	0	15,825	18,683		
5190	Building Maintenance	46,690	42,529	33,365	30,846		
General Fund Departments							
5060	City Planning	58,624	19,388	38,331	92,200		
5110	Police	719,468	758,402	269,111	213,464		
5120	Fire	0	0	64,642	55,187	25,000	90,214
5200	Library	295,527	256,125	45,886	46,430		
5260	Recreation/City Pool	55,907	79,208	69,392	45,964		
6220	Grants	0	0	21,651	18,459		
General Fund - Public Works							
5170	Street and Storm Drains	125,725	123,126	10,658	4,446	11,202	11,202
5250	Park Maintenance	80,349	77,134	19,182	23,882		7,475
TOTALS		\$ 1,543,915	\$ 1,495,101	\$ 735,248	\$ 693,215	\$ 36,202	\$ 108,891

Percentage Increase over 2003-2004 3.26%

N/A

ORLAND FREE LIBRARY: CITY/COUNTY FUNDING

	<u>2001/02</u>	<u>2002/03</u>	<u>2003/04</u>	<u>2004/05</u> (Projected)	<u>2005/06</u> (Projected)
Total Funding:	260,905	310,140	298,511	311,041	232,614
County:	100,344	100,344	78,799	50,239	
City:	160,561	209,796	219,712	260,802	

2004/05 Glenn County Funding for Library Services
at the Orland Free Library: \$50,239

Population Served by the Orland Library: 13,950

Glenn County Funding/Person: \$3.61

Orland Library Service Days/Year: 248

Glenn County Funding/Person/Day: \$.015

2003/04 Glenn County Funding for Library Services
at the Orland Free Library: \$78,799

Population Served by the Orland Library: 13,575

Glenn County Funding/Person: \$5.81

Orland Library Service Days/Year: 248

Glenn County Funding/Person/Day: \$.02

2002/03 Glenn County Funding for Library Services
at the Orland Free Library: \$100,344

Population Served by the Orland Library: 13,450

Glenn County Funding/Person: \$7.46

Orland Library Service Days/Year: 248

Glenn County Funding/Person/Day: \$.03

**2004-2005 Glenn County Grand Jury
Final Report
Local Agency Formation Commission**

I. PURPOSE:

To determine whether or not the Local Agency Formation Commission (LAFCO) is an independent agency. Also, to determine if there were city and county planning conflicts due to the fact that LAFCO is currently staffed by county employees.

II. BACKGROUND:

The Grand Jury interviewed various heads of City and County Government in order to find out if LAFCO is functioning independently, without City and County conflict, in accordance with the law.

III. FINDINGS:

The Orland City Manager says that LAFCO should be independent. Each city contributes one third of the LAFCO budget. Orland's City Manager mentions that MSRs and Sphere of influence costs are paid now by the city. He also mentions that the County Planning and Public Works Director is the director of LAFCO and this is unusual for counties.

The Willows City Manager doesn't think that it makes any sense to staff LAFCO any differently than it is now. The Willows City Manager believes that it would cost too much money to independently staff LAFCO.

The County Planning and Public Works Director believes that LAFCO is ensuring that districts are efficient and well-planned. LAFCO hasn't met in almost a year but will be meeting soon to discuss the inclusion of Thunder Hill Raceway to the water district. Part of the County Planning and Public Works Director's job description is that he heads LAFCO.

IV. CONCLUSIONS:

LAFCO is not an agency separate from Glenn County staffing, but economical factors limit hiring an outside agency at this time.

Considering how infrequently LAFCO meets, it is not fiscally responsible to fund an outside agency.

V. RECOMMENDATION:

No recommendations are necessary, however the Grand Jury would like written confirmation from County Counsel that the LAFCO in Glenn County is legally compliant with statues defining the independence of the agency.

VI. RESPONSE REQUIRED:

Glenn County Counsel

**2004-2005 Glenn County Grand Jury
Final Report
Planning and Development Conflicts
Between County and Cities**

I. PURPOSE

To determine the nature of communication and conflicts between Glenn County and the cities within Glenn County, with regard to planning and development issues.

II. BACKGROUND

The Grand Jury interviewed various City and County staff members and inquired specifically about the manner of communication between all groups and their overall satisfaction with the planning and development process.

III. FINDINGS

The current County Planning and Public Works Director has encountered some lack of communication with the cities, specifically with Orland, claiming they have not receiving some County correspondence. Monthly lunch meetings between City and County leaders have proven beneficial in communication efforts. The County Planning and Public Works Director also recommends the development of a pre-development round-table with prospective developers in efforts to further communications in planning. The City of Willows is satisfied with the level of communication between themselves and the County. The Willows City Manager meets with the County Planning and Public Works Director on a regular basis. He makes note of the fact that his relationship with the County has been easy because their offices are down the street from each other. Also, Willows does not have as much development and pressure as Orland.

In Orland, the City Manager acknowledges problems in communication with the County but that things are improving. Orland's hiring of a full-time planner has made communication easier for the City. The Orland City Manager mentioned that he's starting to receive notice of development applications.

However, recent proposed County development brought strenuous objections from the City of Orland. The City felt the development would inhibit the future “orderly and rational expansion” of urban and residential uses and services to the areas. In prior years, the County of Glenn and the City of Orland worked together and jointly adopted a general plan that directed growth in Orland and the surrounding planning area. In 2003 the City of Orland amended its general plan without joint cooperation with the County. As a result, the County plan and the current City plan were not jointly adopted. In addition, the Orland plan is now outdated, after only two years.

IV. CONCLUSIONS

Recent efforts to maintain monthly meetings between all planning staff is a step in the right direction. All planning staff see these meetings as appropriate methods of communication. A joint planning effort between Orland and Glenn County, to revise and update their general plans, would provide more consistent development policies in Orland and the surrounding planning area.

V. RECOMMENDATIONS

The Glenn County Grand Jury recommends a joint planning effort to structure a cooperative planning direction. The Grand Jury specifically recommends a written, Cooperative General Plan between the incorporated Cities and the County. Both groups should also ensure that legal requirements are met for all methods of correspondence and notification in matters of planning.

VI. RESPONSE REQUIRED

Glenn County Planning and Public Works Director
City of Orland
City of Willows

CITY OF ORLAND

815 Fourth Street
ORLAND, CALIFORNIA 95963
Telephone (530) 865-1600
Fax (530) 865-1632



DATE: November 9, 2005

TO: Glenn County Planning Commission AND
Glenn County Board of Supervisors

FROM: Joseph T. Riker III, PHD, Orland City Manager

REGARDING: General Plan Amendment (GPA) #2003-05 and Zone Change (ZC) #2003-09

Gentlemen,

The above referenced proposed General Plan Amendments (GPA) and Zone Changes (ZC) affect a total of 344.81 acres and have the potential to result in development of 171 new homes. It is the analysis of the City of Orland staff that the proposed actions constitute highly inefficient and costly suburban "sprawl". This particular type of very low density sprawl might be described as "ranchette sprawl". These proposals are textbook examples of the problem of haphazard suburban large-parcel "sprawl" that is negatively impacting communities throughout California. The areas of very low-density residential use that would result from these land use decisions would ensure that it would never be cost effective to extend "urban" services such as police, fire, sewer, and water or appropriately more-dense urban growth to these areas.

Such haphazard areas of low-density residential development would inhibit the future "orderly and rational expansion" of urban residential uses and services to these areas. For those lands in these proposals that are located directly adjacent to or within the City of Orland Sphere of Influence established by LAFCo, these land use changes are clearly very inappropriate. While the two and five-acre parcels resulting from these proposals might allow for a particular ranchette/hobby-farm lifestyle, the costs of such development would be passed on to the rest of the taxpayers of the County. Consideration of these types of piecemeal land use decisions should be reserved for inclusion in a long-overdue County General Plan Update process.

Suburban Sprawl:

Sprawl can be defined as low density/large parcel (2 and 5 acres) development that inefficiently consumes the limited amount of land in proximity to existing urban development. Sprawl development has no clear connection to county or city services or to any urban infrastructure or services. This pattern of development inefficiently consumes limited land available for well-planned growth and imposes the costs of development on other taxpayers in the County. While

the lands proposed for this particular low-density residential development may have relatively lower values as ‘agricultural’ land, they are prime lands for eventual higher-density residential development. Essentially, if the county rapidly consumes the ‘agriculturally-marginal’ land for low density/large parcel ranchettes, the pressures on agriculturally-more-valuable lands in proximity to urbanized centers will be greater in the future. The relatively random development of ranchettes that can be expected from these proposed land use decisions will irreversibly limit better-planned, higher density residential development in the future. Experience has also shown that these large-parcel ranchettes remain essentially agriculturally fallow and rapidly become poorly maintained repositories for noxious weeds that have potential to impact productive agricultural lands.

Creation of Ranchette Parcels: the County’s Staff Report analysis for these project areas indicates that the following new residences could result from the proposed General Plan Amendments and Zone Changes:

Potential New Homes at Full Build-out:			Acres
Area #1	twenty	(20) new homes (reduce to 2-acre parcels)	32.75
Area #2	seventy-six	(80) new homes (reduce to 2-acre parcels)	106.16
Area #3	sixty-six	(66) new homes (reduce to 2 & 5-acre parcels)	130.37
Area #4	five	(5) new homes (reduce to 5-acre parcels)	75.53
Total Homes:		171 units	344.81 acres

Costs of Suburban Sprawl:

The costs of large-parcel suburban sprawl are permanent, as the proposed layout of infrastructure (or lack of infrastructure) will inhibit positive higher-density infill development in the future. The low density nature of the proposed developments and their location, lying just outside the jurisdictional borders of the City of Orland, and yet (in some cases) within the City’s Sphere of Influence, results in overall negative financial impacts to all of the taxpayers of Glenn County. Once this type of low-density residential use is established, the need for annual operating costs to provide services is irreversible. Also, as land is a nonrenewable resource, an imprudent land-use decision carries a double loss: the direct negative fiscal impact of a particular development, as well as the decreasing land available for more beneficial developments which could balance off such losses.

Glenn County is faced with whether it can afford to tolerate and generate additional sprawl. It is a generally accepted principle of land use planning and of public finance, that the cost of providing public services (sheriff and fire protection, public health, road and infrastructure maintenance, public health services, etc.) are increasingly expensive as population density decreases. Continued sprawl may seem inexpensive for the new homebuyer, but the ultimate cost to those homeowners, to the government, and other taxpayers of the County at large-is potentially crippling. While allowing sprawl may be politically expedient in the short run, in the long run it will contribute towards making Glenn County economically uncompetitive.

Fire, police and emergency medical services are crucial to public safety. Sprawling development stretches these services thin, forcing the County to jeopardize public safety or require the general population of the County to bear an unequal share of the costs of these services. Since no impact

fees are in place to cover the true cost of extending these services out to sprawling ranchettes, these costs become a hidden "sprawl subsidy" paid by other taxpayers in the County. As the size and placement of the sheriff and fire protection forces are driven by the need for short response times, the more spread out or poorly planned the land development, the more fire and police services cost, and the more sub-stations are required. While the costs of more sheriff, fire, and emergency services are borne by both existing and new residents, the extra coverage usually benefits new residents alone. So the taxpayers in the existing communities of Glenn County end up footing most of the bill for extending the public safety net to new areas.

For example, the *American Farmland Trust* compared police, fire and emergency response times in four different communities in and around Chicago. Their research found, not surprisingly, that emergency personnel took longer to reach newer, sprawling communities. What was surprising was the difference. The fire department took, on average, almost three times as long to reach new, sprawling development as it did to reach development closer to existing communities. The difference in response times for most police calls was even more pronounced.

Instead of randomly extending service areas, the County should be planning for the efficient, rational, and orderly use of land and extension of services. And, new residential development must be required to pay its fair share. Ensuring that new developments pay for the true cost of these expanded services will save money-and possibly even lives.

Impacts on Provision of Services:

City of Orland, for example, has made the determination that it is not cost effective for the City to provide public services to parcels organized in densities of less than two (2) dwelling units per acre. Even at that, the City of Orland has established "impact fees" to offset the inevitable initial costs (impacts) of adding new residences to its service areas. The dwelling unit/acre densities proposed by these land use re-designations are 4 to 20 times less dense (less cost-effective) than Orland's minimum. The following average residential impact fees are paid by each new single-family residence at the time of building permit:

City of Orland Average Total Impact Fees per New Home:

Police	\$344
Fire	\$411
City Government Operations	\$88
Library	\$229
Storm Drain	\$467
Parks	\$1,881
Signals	\$373
Roads	\$119
Total Fees / Unit	\$3,912

Lack of County Impact Fees:

County staff communicated that Glenn County does not currently assess any development impact fees on new residential development. The lack of impact fees for new residential development

within unincorporated Glenn County effectively passes the full cost of the impacts of this new development on to be paid by the other taxpayers in the County. In essence, the general population of Glenn County is being asked to subsidize creation of new residential ranchettes and hobby farms.

It should be again noted that the cost of providing services to sparsely distributed parcels is greater than provision of the same services to more densely organized parcels. As a point of comparison, if the potential 171 homes that could result from the proposed land use decisions were to be built in the City of Orland, they would be required to contribute the following initial costs to offset the impacts to the community in general:

Police	(171 X \$344)	\$58,824
Fire	(171 X \$411)	\$70,281
City	(171 X \$88)	\$15,048
Library	(171 X \$229)	\$39,159
Parks	(171 X \$1,881)	\$321,651
TOTAL	\$2,953 / unit	\$504,963

Regarding Fire and Sheriffs Services: the Mitigated Negative Declarations prepared for these project areas find that there will be no impacts related to Public Services. The staff reports for these projects suggest that, "The proposal will have no impact on fire protection. The Orland Rural Fire Protection District has adequate capacity to serve this area." The Orland Rural Fire District is an all volunteer fire department that has almost reached its maximum volunteer capabilities. It will take more than the proceeds from bake sales and spaghetti dinners to cover the costs of updated and expanded equipment and facilities or paid personnel for the Orland Rural Fire Protection District.

It should also be noted that the Glenn County Sheriff's Department is currently at a reduced staffing level and that the Orland substation has been closed thus no immediate responses from deputies is possible for this area. This would appear to indicate a "no impact" determination is not appropriate and at least mitigation is necessary in relation to public safety services.

Regarding Recreation Facilities: the Mitigated Negative Declarations prepared for these proposals find:

"That the proposed project would have no significant adverse impacts on recreation because recreation and recreational facilities are not involved with this proposal. Due to the close proximity of the City of Orland, the Orland School District's recreational opportunities, and the small number of homes that could be allowed with approval of this proposal, there would not be a substantial impact on recreation or on regional recreational facilities. The proposed project would not require the construction of additional recreational facilities nor substantially increase the use of existing recreational facilities."

Essentially, the report suggests that the City of Orland and its residents should absorb the cost of providing these facilities and services. This is particularly inequitable without an accompanying adequate share of tax revenue from County residents. Following the County's rationale that these developments would simply be able to benefit (with no contribution from new development) from the City of Orland and the Orland School District's existing parks and recreational opportunities. The projected negative impacts on the City of Orland Parks and Library alone can be accurately estimated as follows:

Library	(171 X \$229)	\$39,159
<u>Parks</u>	<u>(171 X \$1,881)</u>	<u>\$321,651</u>
TOTAL	\$2,110 / unit	\$360,810

Without adequate impact fees paid to the City of Orland, there would be an immediate and progressive deterioration in the quality and availability of parks, recreational, and other facilities due to the development that would result from these proposed General Plan and Zoning designation changes. It is clear that the residents of Orland would be unwilling to subsidize any new ranchette development to this extent, nor should the County in general. The residents of the City of Orland already subsidize the use by residents of the unincorporated County, of the City's recreational and library facilities

Water and Waste-Water Services:

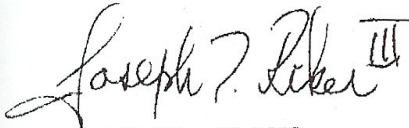
As the property proposed for changes in land use designation are not in close proximity to City of Orland water or sewer services, the resulting residential development would need to use private wells and septic systems. It appears that there has been inadequate analysis of the long-term impacts of continued use of septic systems and the impacts that this would have on the use of individual wells and on the quality of water in the aquifer on which the entire area south of the City of Orland depends. Given the low-density/scattered development nature of these 2 to 5-acre parcels, it would be prohibitively expensive and impossible to ever extend City water and sewer services to these residential uses, should the individual septic systems or wells ever fail. Many areas within the Chico Urban area are now suffering the consequences of inadequate planning for the extension of services to outlying "large-parcel" ranchettes on which wells and septic systems have failed, and groundwater pollution has become a problem.

Cooperative Land Use Planning:

The City of Orland has consistently circulated its proposals for land use re-designation and development project proposals to Glenn County for comment and input. Recognizing that the County (like the City) is an "Agency with Jurisdiction by Law" under Public Resource Code Sections 21104 and 21153: Guidelines Section 15086, the City of Orland has also consistently circulated the environmental Mitigated Negative Declarations to the County, for those projects (proposed within the City's Sphere of Influence) which would potentially affect the County services and resources. This is an obligation under the California Environmental Quality Act (CEQA), as well as an important part of the cooperative planning processes between the City of Orland and Glenn County. We suggest that a reciprocal commitment by Glenn County would be beneficial to all of the residents of the County. We should all choose to cooperatively plan well for the prosperous futures of Glenn County and the City of Orland.

Thank you for your careful consideration of these comments.

Sincerely

A handwritten signature in cursive script that reads "Joseph T. Riker III". The signature is written in dark ink and is positioned above the typed name.

Joseph T. Riker III, PHD
Orland City Manager

cc: Members of the Orland City Council
Members of the Orland Planning Commission

**2004-2005 Glenn County Grand Jury
Final Report
County / City Property Tax Splits**

I. PURPOSE

To investigate whether or not Assembly Bill 8 property tax splits are equitable.

II. BACKGROUND

Assembly Bill Eight (AB 8) was implemented in 1979 and established a method of allocating property tax revenues to local government agencies. The State of California completed an audit in 2003 which determined that Glenn County was in accordance with AB 8 allocation. The Grand Jury asked various City and County staff members whether or not they found the AB 8 splits to be equitable.

III. FINDINGS

By interviewing the County Planning and Public Works Director, the Willows City Manager and the Orland City Manager it was clear that each entity believes it is being shorted by the AB 8 tax split. The County Planning Director mentioned that outside firms are being considered to determine whether or not the current fifty/fifty City/County splits are equitable. But, finding the right firm has not been easy. He mentioned that the City of Orland had hired the former City Manager of Roseville to assess the splits. According to The County Planning Director, part of the problem is that the cities and county are competitors for every piece of the property tax dollar and they each believe they are entitled to seventy cents on the dollar, but are settling on fifty/fifty splits.

The Willows City Manager has accepted the fifty/fifty split between the cities and the county. However, the County Planning Director feels that it should rightfully be swayed more towards his side in a seventy/thirty split. The Orland City Manager believes that the cities withstand a greater burden and are entitled to a seventy/thirty split. The Orland City Manager asked for a fifty/fifty split as a compromise, but is of the opinion that the city can live with the inequitable split for the time being.

It was The Orland City Manger's hope that the hiring of an outside consultant would help assist in the development of a master agreement between the cities and county. He still believes that the best way to do a proper split would be to conduct a study, but that the study would cost a minimum of sixty thousand dollars. All of this being said, the Orland City Manager maintains that the lack of a formal split agreement is not delaying any development.

IV. CONCLUSIONS

In prior years, the City / County AB-8 Tax split was 54/46. Recently the City of Orland has given up some funds and agreed to a 50/50 split, although the Orland City Manager feels the City is entitled to 70%. The County also feels it is entitled to 70%. It is clear that each side is dissatisfied with its share of the split at the current fifty/fifty ratio.

V. RECOMMENDATIONS

The Grand Jury strongly recommends a joint group of existing City and County government leaders be devised to negotiate a formal and universally accepted split of AB 8 property tax dollars.

V. RESPONSE REQUIRED

County of Glenn
City of Willows
City of Orland

**2004-2005 Glenn County Grand Jury
Final Report
Development Impact Fees**

I. PURPOSE

To investigate the possibility of the County charging developers for impact fees in much the same way the cities are now charging.

II. BACKGROUND

The Grand Jury interviewed three representatives of city and county government. The County Planning and Public Works Director, was interviewed on the county side, and city managers of Orland and Willows were interviewed to represent the views of the incorporated cities. Currently only the cities of Glenn County are charging impact fees for development within cities limits.

III. FINDINGS

The county representative acknowledges that they don't charge developer impact fees at this time but he would like to see a change in this policy. The county believes that a study is needed to determine how to charge for developer fees. The County Planning and Public Works Director recommends that Glenn County could use a recent study done by Butte County to support the viability of charging county impact fees. In the words of The County Planning and Public Works Director, the absence of developer fees will lead to the "future deterioration of services."

The Orland City Manager pointed out that county development brought no impact fees to fund the city services that these county residents would ultimately be using. The Orland City Manager believes that impacts in county planning are even more important to the cities in many instances. While the city has developer impact fees, they are one-time-only fees and can't perpetuate some of the services and, coupled with the fact that county land-use designation isn't always in the best interest of city growth plans, the cities are often burdened with extra costs to provide services.

The Willows City Manager acknowledged that the city of Willows charges different impact fees for different areas of development. Developers are required to submit evaluations of development before approval and, if development commences, the work is bonded in the event that the city might end up picking up the costs. Some developers decide to back out when they don't like the looks of the fees. Copies of development proposals are given to the members of an informal group of city and county leaders. This group consists of The Human Resources Agency Director, The County Planning and Public Works Director, The Orland City Manager, and The Willows City Manager. The Willows City Manager believes that there are no inconsistencies between Willows and Glenn County with regard to planning, but does acknowledge that Willows' small footprint (two and one half square miles), tends to make growth in the Willows area less controversial than cities like Orland.

IV. CONCLUSIONS

City and County staff agree that the County should charge developer impact fees.

V. RECOMMENDATIONS

Glenn County should use a study and implement county development impact fees in Glenn County.

VI. RESPONSE REQUIRED

Board of Supervisors

ADOPTED JUNE 7, 2004 EFFECTIVE AUGUST 6, 2004

EXHIBIT "A"

New Fund 35 Impact Fees

ORLAND FEE STUDY SUMMARY
RESIDENTIAL DEVELOPMENT

			NW	SW	NE	East	Newport	West	Other
	Expend.	Revenues	Orland	Area	Orland	Orland	South	Orland	Areas

Single Family Residential

Police (per du)	35-5500	35-4435	344.00	344.00	344.00	344.00	344.00	344.00	344.00
Fire (per du)	35-5510	35-4440	411.00	411.00	411.00	411.00	411.00	411.00	411.00
City Hall (per du)	35-5520	35-4445	88.00	88.00	88.00	88.00	88.00	88.00	88.00
Library (per du)	35-5530	35-4450	229.00	229.00	229.00	229.00	229.00	229.00	229.00
Storm Drainage (per du)	35-5540	35-4455	-	1083.00	-	873.00	849.00	-	-
Parks (per du)	35-5550	35-4460	1881.00	1881.00	1881.00	1881.00	1881.00	1881.00	1881.00
Signals (per du)	35-5560	35-4465	478.00	497.00	282.00	282.00	418.00	-	282.00
Papst Ave. (per du)	35-5561	35-4466	-	-	717.00	-	-	-	-
TOTAL			3431.00	4533.00	3952.00	4108.00	4220.00	2953.00	3235.00

Duplex

Police (per du)	35-5500	35-4435	287.00	287.00	287.00	287.00	287.00	287.00	287.00
Fire (per du)	35-5510	35-4440	369.00	369.00	369.00	369.00	369.00	369.00	369.00
City Hall (per du)	35-5520	35-4445	74.00	74.00	74.00	74.00	74.00	74.00	74.00
Library (per du)	35-5530	35-4450	191.00	191.00	191.00	191.00	191.00	191.00	191.00
Storm Drainage (per du)	35-5540	35-4455	-	1083.00	-	873.00	189.00	-	-
Parks (per du)	35-5550	35-4460	1568.00	1568.00	1568.00	1568.00	1568.00	1568.00	1568.00
Signals (per du)	35-5560	35-4465	398.00	381.00	167.00	167.00	247.00	167.00	167.00
Papst Ave. (per du)	35-5561	35-4466	-	-	717.00	-	-	-	-
TOTAL			2887.00	3953.00	3373.00	3529.00	2925.00	2656.00	2656.00

Multi-Family Residential

Police (per du)	35-5500	35-4435	201.00	201.00	201.00	201.00	201.00	201.00	201.00
Fire (per du)	35-5510	35-4440	154.00	154.00	154.00	154.00	154.00	154.00	154.00
City Hall (per du)	35-5520	35-4445	51.00	51.00	51.00	51.00	51.00	51.00	51.00
Library (per du)	35-5530	35-4450	134.00	134.00	134.00	134.00	134.00	134.00	134.00
Storm Drainage (per du)	35-5540	35-4455	-	1083.00	-	873.00	189.00	-	-
Parks (per du)	35-5550	35-4460	1098.00	1098.00	1098.00	1098.00	1098.00	1098.00	1098.00
Signals (per du)	35-5560	35-4465	278.00	262.00	165.00	-	244.00	165.00	165.00
Papst Ave. (per du)	35-5561	35-4466	-	-	717.00	-	-	-	-
TOTAL			1916.00	2983.00	2520.00	2511.00	2071.00	1803.00	1803.00

Mobile Home

Police (per du)	35-5500	35-4435	172.00	172.00	172.00	172.00	172.00	172.00	172.00
Fire (per du)	35-5510	35-4440	369.00	369.00	369.00	369.00	369.00	369.00	369.00
City Hall (per du)	35-5520	35-4445	44.00	44.00	44.00	44.00	44.00	44.00	44.00
Library (per du)	35-5530	35-4450	115.00	115.00	115.00	115.00	115.00	115.00	115.00
Storm Drainage (per du)	35-5540	35-4455	-	812.00	-	655.00	142.00	-	-
Parks (per du)	35-5550	35-4460	941.00	941.00	941.00	941.00	941.00	941.00	941.00
Signals (per du)	35-5560	35-4465	260.00	315.00	154.00	154.00	228.00	154.00	154.00
Papst Ave. (per du)	35-5561	35-4466	-	-	717.00	-	-	-	-
TOTAL			1901.00	2768.00	2512.00	2450.00	2011.00	1795.00	1795.00

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ADOPTED JUNE 7, 2004 EFFECTIVE AUGUST 6, 2004

New Fund 35 Impact Fees

ORLAND FEE STUDY SUMMARY
COMMERCIAL DEVELOPMENT

			NW	SW	East	Newport	West	Other
	Expend.	Revenues	Orland	Area	Orland	South	Orland	Areas

Neighborhood Center

Police (per acre)	35-5500	35-4435	795.00	795.00	795.00	795.00	795.00	795.00
Fire (per s.f.)	35-5510	35-4440	0.1272	0.1272	0.1272	0.1272	0.1272	0.1272
City Hall (per acre)	35-5520	35-4445	205.00	205.00	205.00	205.00	205.00	205.00
Storm Drainage (per acre)	35-5540	35-4455	-	6439.00	6283.00	1132.00	-	-
Signals (per s.f. or s.f. and ac.)	35-5560	35-4465	3.9436/s.f.	2.3324/s.f. +961/ac.	2.3324/s.f.	3.4506/s.f.	2.3324/s.f. +6569/ac.	2.3324/s.f.
TOTAL (per s.f. and acreage)			4.0708/s.f. +1000/ac.	2.4596/s.f. +8400/ac	2.4596/s.f. +7283/ac.	3.5778/s.f. +2132/ac.	2.4596/s.f. +7569/ac.	2.4596/s.f. +1000/ac.

Community Center

Police (per acre)	35-5500	35-4435	795.00	795.00	795.00	795.00	795.00	795.00
Fire (per s.f.)	35-5510	35-4440	0.1272	0.1272	0.1272	0.1272	0.1272	0.1272
City Hall (per acre)	35-5520	35-4445	205.00	205.00	205.00	205.00	205.00	205.00
Storm Drainage (per acre)	35-5540	35-4455	-	6439.00	6283.00	1132.00	-	-
Signals (per s.f. or s.f. and ac.)	35-5560	35-4465	2.4371/s.f.	1.4414/s.f. +961/ac.	1.4414/s.f.	2.1325/s.f.	1.4414/s.f. +6569/ac.	1.4414/s.f.
TOTAL (per s.f. and acreage)			2.5643/s.f. +1000/ac.	1.5686/s.f. +8400/ac	1.5686/s.f. +7283/ac.	2.2597/s.f. +2132/ac.	1.5686/s.f. +7569/ac.	1.5686/s.f. +1000/ac.

Convenience Stores

Police (per acre)	35-5500	35-4435	795.00	795.00	795.00	795.00	795.00	795.00
Fire (per s.f.)	35-5510	35-4440	0.0909	0.0909	0.0909	0.0909	0.0909	0.0909
City Hall (per acre)	35-5520	35-4445	205.00	205.00	205.00	205.00	205.00	205.00
Storm Drainage (per acre)	35-5540	35-4455	-	6439.00	6283.00	1132.00	-	-
Signals (per s.f. or s.f. and ac.)	35-5560	35-4465	5.5006/s.f.	3.2533/s.f. +961/ac.	3.2533/s.f.	4.8131/s.f.	3.2533/s.f. +6569/ac.	3.2533/s.f.
TOTAL (per s.f. and acreage)			5.5915/s.f. +1000/ac.	3.3442/s.f. +8400/ac	3.3442/s.f. +7283/ac.	4.9040/s.f. +2132/ac.	3.3442/s.f. +7569/ac.	3.3442/s.f. +1000/ac.

Other Retail

Police (per acre)	35-5500	35-4435	795.00	795.00	795.00	795.00	795.00	795.00
Fire (per s.f.)	35-5510	35-4440	0.1272	0.1272	0.1272	0.1272	0.1272	0.1272
City Hall (per acre)	35-5520	35-4445	205.00	205.00	205.00	205.00	205.00	205.00
Storm Drainage (per acre)	35-5540	35-4455	-	6439.00	6283.00	1132.00	-	-
Signals (per s.f. or s.f. and ac.)	35-5560	35-4465	3.0408/s.f.	1.7985/s.f. +961/ac.	1.7985/s.f.	2.6608/s.f.	1.7985/s.f. +6569/ac.	1.7985/s.f.
TOTAL (per s.f. and acreage)			3.1680/s.f. +1000/ac.	1.9257/s.f. +8400/ac	1.9257/s.f. +7283/ac.	2.7880/s.f. +2132/ac.	1.9257/s.f. +7569/ac.	1.9257/s.f. +1000/ac.

New Fund 35 Impact Fees

ORLAND FEE STUDY SUMMARY
COMMERCIAL DEVELOPMENT

			NW	SW	East	Newport	West	Other
	Expend.	Revenues	Orland	Area	Orland	South	Orland	Areas

General Office

Police (per acre)	35-5500	35-4435	795.00	795.00	795.00	795.00	795.00	795.00
Fire (per s.f.)	35-5510	35-4440	0.1272	0.1272	0.1272	0.1272	0.1272	0.1272
City Hall (per acre)	35-5520	35-4445	205.00	205.00	205.00	205.00	205.00	205.00
Storm Drainage (per acre)	35-5540	35-4455	-	6439.00	6283.00	1132.00	-	-
Signals (per s.f. or s.f. and ac.)	35-5560	35-4465	1.7407/s.f.	1.0296/s.f. +961/ac.	1.0296/s.f.	1.5232/s.f.	1.0296/s.f. +6569/ac.	1.0296/s.f.
TOTAL (per s.f. and acreage)			1.8679/s.f. +1000/ac.	1.1568/s.f. +8400/ac	1.1568/s.f. +7283/ac.	1.6504/s.f. +2132/ac.	1.1568/s.f. +7569/ac.	1.1568/s.f. +1000/ac.

Medical Office

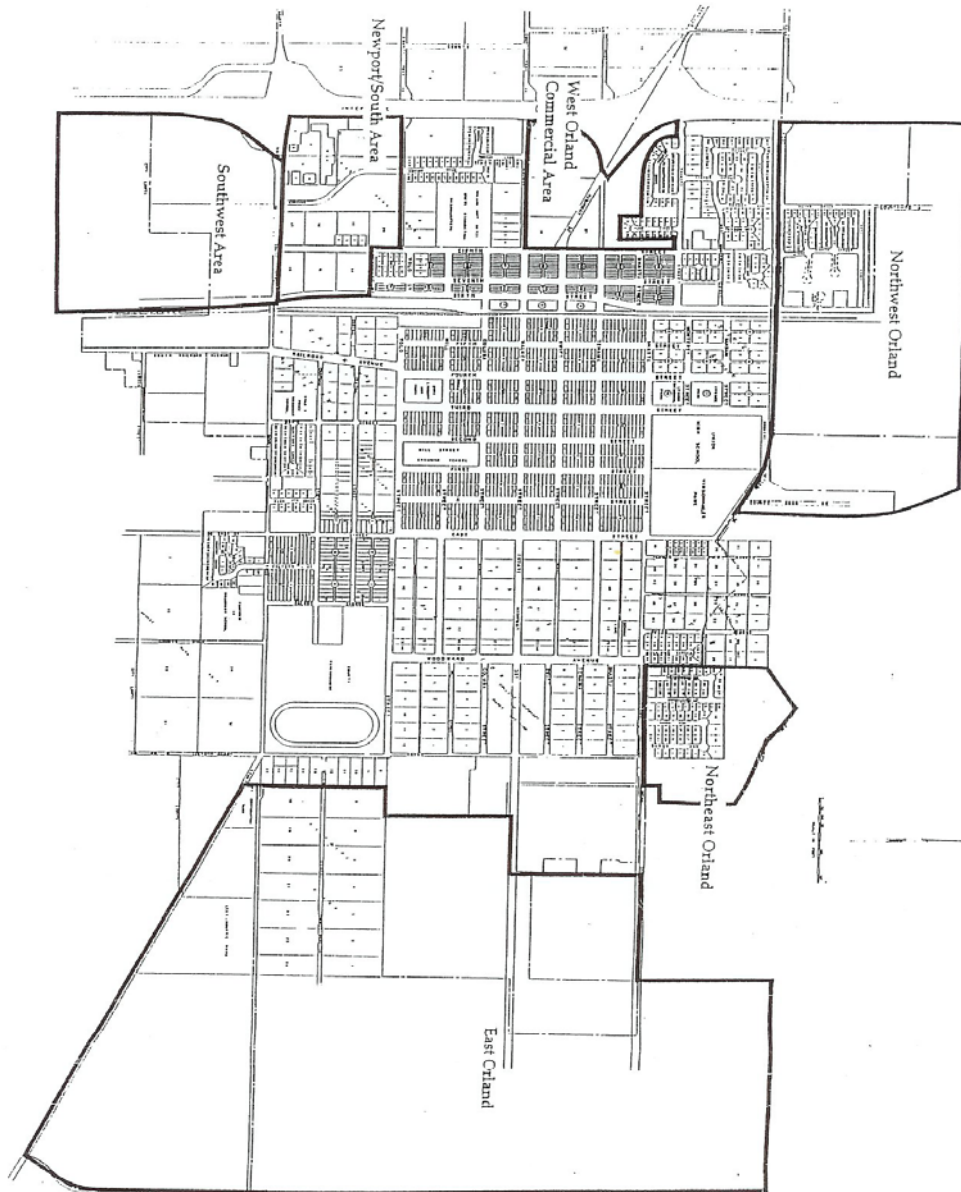
Police (per acre)	35-5500	35-4435	795.00	795.00	795.00	795.00	795.00	795.00
Fire (per s.f.)	35-5510	35-4440	0.1272	0.1272	0.1272	0.1272	0.1272	0.1272
City Hall (per acre)	35-5520	35-4445	205.00	205.00	205.00	205.00	205.00	205.00
Storm Drainage (per acre)	35-5540	35-4455	-	6439.00	6283.00	1132.00	-	-
Signals (per s.f. or s.f. and ac.)	35-5560	35-4465	1.0338/s.f.	0.6114/s.f. +961/ac.	0.6114/s.f.	0.9045/s.f.	0.6114/s.f. +6569/ac.	0.6114/s.f.
TOTAL (per s.f. and acreage)			1.1610/s.f. +1000/ac.	0.7386/s.f. +8400/ac	0.7386/s.f. +7283/ac.	1.0317/s.f. +2132/ac.	0.7386/s.f. +7569/ac.	0.7386/s.f. +1000/ac.

Limited Industrial

Police (per acre)	35-5500	35-4435	795.00	795.00	795.00	795.00	795.00	795.00
Fire (per s.f.)	35-5510	35-4440	0.1591	0.1591	0.1591	0.1591	0.1591	0.1591
City Hall (per acre)	35-5520	35-4445	205.00	205.00	205.00	205.00	205.00	205.00
Storm Drainage (per acre)	35-5540	35-4455	-	6439.00	6283.00	1132.00	-	-
Signals (per s.f. or s.f. and ac.)	35-5560	35-4465	0.6563/s.f.	0.3882/s.f. +961/ac.	0.3882/s.f.	0.5743/s.f.	0.3882/s.f. +6569/ac.	0.3882/s.f.
TOTAL (per s.f. and acreage)			0.8154/s.f. +1000/ac.	0.5473/s.f. +8400/ac	0.5473/s.f. +7283/ac.	0.7334/s.f. +2132/ac.	0.5473/s.f. +7569/ac.	0.5473/s.f. +1000/ac.

Heavy Industrial

Police (per acre)	35-5500	35-4435	795.00	795.00	795.00	795.00	795.00	795.00
Fire (per s.f.)	35-5510	35-4440	0.1591	0.1591	0.1591	0.1591	0.1591	0.1591
City Hall (per acre)	35-5520	35-4445	205.00	205.00	205.00	205.00	205.00	205.00
Storm Drainage (per acre)	35-5540	35-4455	-	6439.00	6283.00	1132.00	-	-
Signals (per s.f. or s.f. and ac.)	35-5560	35-4465	0.4324/s.f.	0.2557/s.f. +961/ac.	0.2557/s.f.	0.3783/s.f.	0.2557/s.f. +6569/ac.	0.2557/s.f.
TOTAL (per s.f. and acreage)			0.5915/s.f. +1000/ac.	0.4148/s.f. +8400/ac	0.4148/s.f. +7283/ac.	0.5374/s.f. +2132/ac.	0.4148/s.f. +7569/ac.	0.4148/s.f. +1000/ac.



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END OF DOCUMENT

IMPACT FEE
BENEFIT/ASSESSMENT AREAS

Exhibit B

Development Fees

February 16, 2005

Project Fees

1. Fees Planning/Approval Phase

Tentative Map - \$250 + \$20 per parcel
Conditional Use Permit - \$75
Variance - \$96
Design Review - \$0
Environmental Review - Project Specific (Actual Consultant
Fee + 5%).
Final Map - \$250 + \$20 per parcel.
Plan Review Fee - actual cost to the City of the plan review
required as determined by the City
Engineer.
Notice of Determination - The County of Glenn will assess a
\$25 fee to post the Notice of Determination.

Final Map Recordation - The County of Glenn will assess an
additional fee to record the final map.

2. Fees Development Phase

Building Permit/Plan Check Fee - based on values and
fixtures
Park Fees - Industrial - \$1.85 per 1,000 sq. ft of
constructed area.
Commercial - \$3.32 per 1,000 sq. ft. of
constructed area
Single Family Residential - \$564.10 per unit
Multi-Family Residential - \$500 per unit
Sewer - Residential - \$1,250 per dwelling unit
General - \$4601 per acre.
Specific Non-Residential - see list
Streets (Area Specific)
Single-Family Residential - \$364 per unit
General Commercial - \$1.31 per sq. ft. of constructed
area
Industrial - \$.33 per sq. ft. of constructed area
Freeway Interchange Function (Area Specific)
Commercial - \$5,535.04 per gross acre
Industrial - \$2,390 per gross acre
Storm Drainage (Area Specific)

General Commercial - \$4,974.23 per acre or fraction thereof
Highway Commercial - \$4,974.23 per acre or fraction thereof
Encroachment Permit - \$20.00
Grading Fees - based on yardage
School Fees/Residential - \$.81 per square foot
Plan Review Fee - actual cost to the City of the plan review required as determined by the City Engineer. Initial deposit required equal to 2% of construction costs.
Field Inspection Fee - actual cost to the City for field inspection as determined by the City Engineer. Initial deposit required equal to 1.5% of construction costs.

**2004-2005 Glenn County Grand Jury
Final Report
Glenn County Assessment Practices Survey**

I. PURPOSE:

To acknowledge the Glenn County Grand Jury's receipt of the Glenn County Assessment Practices Survey Report.

II. BACKGROUND:

Section 15646 of the Government Code requires the State Board of Equalization to survey each county to determine the adequacy of the practices and procedures used by the County Assessor in valuation of properties and related duties. Section 15646 requires the report be sent to specific state and local government officials and that it also be made available to other interested parties for their information upon request. The Glenn County Grand Jury was also sent a copy of the report.

III. FINDINGS:

The Glenn County Assessment Practices Survey Report was received by the 2004-2005 Glenn County Grand Jury.

IV. CONCLUSIONS:

The Glenn County Assessment Practices Survey Report was reviewed by the 2004-2005 Glenn County Grand Jury and found the report acceptable.

V. RECOMMENDATIONS:

None

VI. RESPONSE REQUIRED:

None

**2004-2005 Glenn County Grand Jury
Final Report
Grand Jury Copy Machine Lease
Inland Leasing, Inc.**

I. PURPOSE

To determine the feasibility of continuing the copy machine leased for the Grand Jury from Inland Leasing, Inc.

II. BACKGROUND

The Grand Jury has a copy machine under lease through Inland Leasing, Inc. of Chico, California. The Grand Jury also has a maintenance agreement for the leased copy machine through Inland Business Systems of Chico, Ca.

III. FINDINGS

The Grand Jury determined that the copy machine lease will expire in June of 2005.

IV. CONCLUSIONS

The Grand Jury concurs with the 2003-2004 Grand Jury Final Report with the fact that the number of copies required to be printed by the Grand Jury does not justify the annual cost of the copy machine lease and has elected not to continue the lease upon expiration. The Grand Jury will be better off purchasing a smaller, less sophisticated machine or have copies made at a local printers.

V. RECOMMENDATIONS

The Grand Jury recommends that the 2005-2006 Grand Jury purchase a smaller, less sophisticated machine or have copies made at a local printers.

VI. RESPONSE REQUIRED

None

**2004-2005 Glenn County Grand Jury
Final Report
Glenn County Environmental Health**

I. PURPOSE:

To meet with Glenn County's Director of Environmental Health review administrative operations and agency service related to environmental issues such as the West Nile Virus.

II. BACKGROUND:

Several members of the Glenn County Grand Jury met with Glenn County's Director of Environmental Health who welcomed questions and offered facts related to administrative operations and agency services and explained the West Nile Virus issue was not a serious problem, in his opinion.

III. FINDINGS:

Currently there are three full time staff members as well as the director. The director's salary is paid by both county and state funds. The department monitors retail food sales such as restaurants and grocery stores. They also monitor rabies control within Glenn County and issue permits.

The director was kind, receptive and very informative. When presented with questions concerning the West Nile Virus issue he related several facts which dispelled any rumors concerning the seriousness of the issue. Among them was the fact that chances of any Glenn County resident contracting this virus were extremely rare and that concerns should be directed on issues surround the public waste facility and state laws regarding the depth of mandated wells to monitor toxic gases. He stated the landfill site is currently safe but state laws require deep wells which are not practical in measuring amounts of ground surface gases. Another concern is the county must purchase the lands so that permits may be issued and the purchase of this property is meeting resistance from the landowner. He also stated the cause of the pollution in the ocean shoreline of Southern California is not related to septic systems in the North State and new laws, currently being

presented at the State level, may pose serious problems because of the strict monitoring of these septic systems and the lack of staffing to meet new demands placed on increased inspection requirements is another important area of concern.

IV. CONCLUSIONS:

At the time of the interview, the Glenn County Grand Jury agreed with the Director of Environmental Health's presentation of facts and his conclusion that West Nile Virus was not an area of great concern. However, a recent death of a young man in the Capay area, from complications related the West Nile Virus, offers new concerns regarding the facts first presented during the interview. There are also concerns related to the land fill and new State laws.

V. RECOMMENDATIONS:

1. The Board of Supervisors finalize the process to acquire land needed for the Glenn County Land Fill as soon as possible.
2. The establishment of a county wide mosquito abatement district.
3. The Director of Environmental Health continues to monitor and respond to new State law that may impact North State development.

VI. RESPONSE REQUIRED:

Glenn County Director of Environmental Health
Board of Supervisors
Planning and Public Works

**2004-2005 Glenn County Grand Jury
Final Report
Glenn Medical Center (GMC)**

I. PURPOSE:

To review Glenn Medical Center's service to the community. To observe the current condition of the building and its economic viability to remain open in the future.

II. BACKGROUND:

The Glenn County Grand Jury met with the hospital administrator and attended a session discussing several programs/plans currently under development, on October 13, 2004.

III. FINDINGS:

1. Jared Garrison, M.D. joined the Medical Staff in July as a fulltime physician in the hospital's Family Care Clinic. In addition to providing patient services in the clinic, Dr. Garrison, along with other medical staff members, is assisting GMC in the development of a Worker's Compensation program for area employers.

2. Dr. Larry Highman, Board Certified General Surgeon has joined the hospital to provide endoscopy and outpatient surgical services. He is a member of the Colusa Regional Medical Center Board of Trustees and Foundation and a respected physician in the community.

3. Glenn Medical Center is developing a broader base of physician clinics. In the 2004-2005 fiscal year, the hospital will offer a Hepatitis C clinic, a new Worker's Compensation clinic, and an OB/GYN clinic.

4. Glenn Medical Center is in the midst of a fund drive to bring mammography back to Glenn County. The hospital anticipates having this service on board by January 1st, 2005. It is anticipated that 50 to 60 tests will be done on a monthly basis given a sampling of area physicians and allied health providers.

5. The hospital, in cooperation with Colusa Regional Medical Center, will offer mobile MRI services on a twice monthly basis. The expected start date is December 1, 2004.

6. Glenn Medical Center is exploring acquisition of a Dexa Scanner for bone densitometry testing. This may be the hospital's next major fund raising project following the mammography services.

7. The hospital is currently licensed for fifteen acute beds, with another thirty-four being held in reserve. Of these fifteen beds, GMC is awaiting approval from CMS and their fiscal intermediary to utilize a portion of these beds for what are termed, "swing patients". These are patients who do not qualify for acute care but who are awaiting nursing home placement or other lower levels of care.

8. Glenn Medical Center continues to operated through a lease arrangement with Enloe Medical Center and William Casey, Inc. Enloe has engaged Mr. Casey to provide management services to Glenn Medical Center and has appointed Woody Laughnan Jr. as day-to-day administrator through December 31st, 2004.

9. The existing hospital building meets current standard. However, this building will not meet standards in the year 2013 without adding additional buildings or portables outside the main building for certain services. This building will not meet the year 2030 standards. Several hospitals in other rural areas will not meet the year 2030 standards as well.

IV. CONCLUSIONS:

Grand Jurors have concluded Glenn Medical Center's current outward appearance needs improvement in the area of landscaping. Along with much needed improvements to the landscaping GMC needs to develop a positive public image through improved public relations locally as well as in surrounding communities to draw patients back to this location for their medical needs.

V. RECOMMENDATIONS:

Solicit local non-profit organizations such as the one used at the Glenn County Fairgrounds or other organizations such as the Boy Scouts of America. Other possibilities include local church organizations, and public volunteers such as senior citizens groups for assistance in the area of planting, beautification, and maintenance.

Develop a public relations media campaign for Glenn County and surrounding areas.

Develop funding sources for expansion and improvements to help meet the 2013 standards. Work with other rural hospitals and state legislators to amend 2030 standards to keep rural hospitals open and viable.

VI. RESPONSE REQUIRED:

Glenn Medical Center Administration
Glenn County Board of Supervisors

**2004-2005 Glenn County Grand Jury
Final Report
Glenn County Jail**

I. PURPOSE:

To investigate current conditions at the Glenn County Jail and assess any needs or concerns regarding this facility.

II. BACKGROUND:

Members of the Glenn County Grand Jury toured the Glenn County Jail on November 10th, 2004.

III. FINDINGS:

The population of the jail at the time of this tour was approximately one-hundred-two inmates. The facility can hold a maximum of one-hundred forty-four inmates. With one-hundred-two inmates and three staff members on duty, the ratio is about thirty-four inmates per staff member. It takes approximately forty-five to sixty minutes for most bookings. The facility has only one padded cell which, at times, is a problem. The jail currently contracts for space with Tulare and Colusa Counties. The general appearance of the facility ranged from poor to good. There were many areas, including doors, floors and walls that are in need of painting throughout the facility. The kitchen floor needs to be swept and cleaned. The floor was wet and very slippery. The grand Jury visited the kitchen during the evening meal preparation. The cove base along the walls and floor is in need of repair or replacement. At the time of this tour the kitchen floor posed a safety hazard for employees and inmates. The food seemed well-prepared. There was a distinct odor throughout the facility and the lighting system was not working in the visitation area. The staff appeared more efficient and organized than had been reported in previous Grand Jury findings. The area had an effective layout with good scheduling. Additional cameras are to be added for the observation tower.

IV. CONCLUSIONS:

Proper maintenance of this facility seems to be lacking.

V. RECOMMENDATIONS:

The kitchen floors need repair/repainting. The kitchen base coving needs to be repaired/replaced. The floor needs to be maintained at a higher level of sanitary standards. Lighting needs to be repaired/replaced in the visitation area. It is further recommended there be an addition of more cameras.

VI. RESPONSE REQUIRED:

Glenn County Sheriff
Glenn County Board of Supervisors

**2004-2005 Glenn County Grand Jury
Final Report
Glenn County Sheriff's Department**

I. PURPOSE:

To investigate current working conditions within the department and discuss possible problems with new budgetary constraints and its ability to serve the public effectively.

II. BACKGROUND:

The Grand Jury interviewed the Glenn County Sheriff's Department on November 3rd, 2004 and found several issues which may have significant impacts on its ability to serve the public effectively.

III. FINDINGS:

The Glenn County Sheriff's Department received funds from the State of California in the amount of five-hundred thousand dollars. It was used to subsidize the department this year. And, it helped save many jobs. Concerns are that, without this funding in future years, jobs will be lost and service to the community will suffer. The Sheriff's Department annual cost to the general fund is approximately six million dollars.

Funds generated from the 9-1-1 rollover calls are approximately one-hundred twenty thousand dollars per year from the Orland and Willows Police Departments. And, funds generated from booking fees for the California Highway Patrol are approximately five thousand dollars.

Due to cutbacks in funding and the lack of officers on patrol, the department is currently prioritizing calls with those posing the greatest danger to person or public safety being given top priority. Small crimes such as thefts or robberies, not involving confrontation between those being robbed and those committing the crime, are usually handled the next day.

The sheriff is planning a visit the Planning Commission meeting in Mid-November to petition for a zoning review and study for impact fees on new development which will help cover costs resulting in the need for increased services.

IV. CONCLUSIONS:

Budgetary constraints and the necessary cut backs which accompany such constraints present serious problems to the community. The Sheriff's Department will, undoubtedly, not have the ability to serve the community as effectively as they have in past years. This situation will only worsen as the community grows.

V. RECOMMENDATIONS:

It is the recommendation of the Grand Jury to the Board of Supervisors to implement a one-time impact fee of approximately one-thousand five-hundred dollars to two-thousand dollars from developers for all new residences in Glenn County to help cover the costs of increased services for Law Enforcement.

The Grand Jury also recommends a citizens patrol program be formed to help with crime watch / VIP style, or perhaps, SWORN DEPUTY style.

VI. RESPONSE REQUIRED:

Glenn County Board of Supervisors
Glenn County Sherrif's Department

**2004-2005 Glenn County Grand Jury
Final Report
Intruder Alert Procedures**

I. PURPOSE:

To determine the procedures regarding an Intruder Alert Lockdown between the Orland Police Department and the Orland Unified School District

II. BACKGROUND:

The Grand Jury interviewed the Orland Chief of Police and the Superintendent of Schools to review procedures for communicating, for school lockdown, in the event of an intruder alert.

III. FINDINGS:

In 2004 there was a bank robbery at the Orland Branch of the Bank of America located approximately four blocks from Orland High School and approximately five blocks from Mill Street Elementary School. Following the robbery there were various law enforcement agencies at the bank, including the Orland Police Department. There was no communication to the school district, from the various law enforcement agencies, for a possible intrusion alert from the bank robbery suspect.

The Superintendent of Schools drove by the Bank of America and continued on to his office located on sixth street. The Superintendent states that he called the Orland Police Department and then called the schools and ordered a lock down. The Grand Jury asked the Police Chief who was responsible to call the school district for a possible intruder alert lockdown. The Grand Jury was advised that the Police Chief makes the call, when necessary.

The Grand Jury did not see a written procedure from the Police Chief for an intruder lock down. After the incident, the Superintendent held a debriefing meeting with the school principals to discuss the lockdown procedures and possible ways to improve the process. However, according to the Superintendent, he did not have a post incident meeting or debriefing with the Orland Police Department to discuss ways to improve communications.

In December of 2004 several principals attended a training session on emergency procedures and the School District is in the process of updating its procedure manual on this topic.

IV. CONCLUSIONS:

During this situation there was no direct communication between the Orland Chief of Police and the Orland Superintendent of Schools. The Chief did not feel a school lockdown was warranted and the Superintendent acted without talking to the Chief or another Incident Commander. The incident may have caused some inconveniences at the school, but fortunately, no one was injured or endangered. The Grand Jury is very concerned about improving the communication process between the Orland Police Department and the schools regarding lockdowns. There certainly should have been a meeting or a debriefing between the Orland Police Department and the schools after the incident.

V. RECOMMENDATIONS:

The Orland Police Department and the Orland School District meet and adopt written procedures for intruder alert lockdowns, including completing the update of the School Procedure Manual.

VI. RESPONSE REQUIRED:

Orland Police Department
Orland Unified School District

**2004-2005 Glenn County Grand Jury
Final Report
Jane Hahn Juvenile Hall**

I. PURPOSE:

To investigate current working conditions at the Jane Hahn Juvenile Hall and assess any needs or concerns regarding this facility.

II. BACKGROUND:

Grand Jury members toured Jane Hahn Juvenile Hall on October 13th, 2004 and a follow-up interview was performed on October 19th, 2004.

III. FINDINGS:

According to State standards the Juvenile Hall is short one line staff member. The Director has done some fine work in writing grants and securing additional funding to improve this facility. She is obviously dedicated to the children under her charge. The philosophy and attitude of management and staff is great.

An absence of fire extinguishers in the kitchen area was noted. The kitchen is being equipped with a new stove, walk-in freezer and walk-in refrigerator. Once this equipment has been installed, evening meals will be prepared on site. There is an education program structured like public schools and it is well equipped with adequate supplies. Staff members reported that it was difficult to make a good presentation to all Grand Jury members as the group was too large to manage in secured area. Approximately eight to ten percent of the residents are repeat offenders. This facility currently houses twenty-two occupants. Under extreme conditions this capacity has the ability to house approximately thirty youth. Paint is peeling off on some of the floors. Recreational equipment, specifically, basketball hoops, are not secured in the yard area which may be of some concern.

IV. CONCLUSIONS:

There are concerns relating to the security of the youth from drive-by harassment and/or potential drive-by shootings from the street area directly behind the exercise yard. The shortage of line staff adds to the problem of supervisors and their ability to perform their duties.

V. RECOMMENDATIONS:

Appearance and presentation are important and the peeling of the paint is unsightly. It is recommended that the floor be repainted and that adequate fire fighting equipment be installed in the kitchen to meet guidelines set by the State and County. It is also recommended that the 2005-2006 Grand Jury visit to this facility be confined to the committee members involved (Public Safety Committee), plus the Grand Jury Foreperson. The Grand Jury recommends the staffing for the Juvenile Hall be brought up to State standards.

VI. RESPONSE REQUIRED:

Director of Probation

**2004-2005 Glenn County Grand Jury
Final Report
Orland Police Department**

I. PURPOSE:

To investigate current working conditions within the department and discuss possible problems with new budgetary constraints and their ability to serve the public effectively.

II. BACKGROUND:

Grand Jury members interviewed with the Orland Police Chief on November 19th, 2004 and found one major issue concerning the present quarters for the department.

III. FINDINGS:

There are many new housing tracts currently under development within the community. The addition of approximately one-thousand new homes will expand the Orland Police Departments realm of responsibilities significantly.

The Orland Police Department has been granted thirty-thousand dollars for a feasibility study for additional space. The Orland Police Department and Willows Police Department both agree that shared communication is needed. The 9-1-1 rollover costs are approximately forty-five thousand dollars annually to the jail, sixty thousand dollars to the Sheriff's Department and three thousand one-hundred dollars monthly for booking fees. The department has three new tazer guns at a cost of one thousand nine-hundred seventy-seven dollars each; tazer guns are shared by nine officers. Volunteers in the Police Service program provide services to the residence of the community while the home owners are out of town. They also search for missing children and direct traffic at major accidents when necessary. This is an excellent program and permits sworn officers time to fulfill other, more serious, community needs. At the time of this interview, the Chief's position was held on an "acting" basis. It has since become a permanent position. The department has four marked vehicles and one unmarked vehicle.

The department has a good working relationship with the Willows Police Department, the California Highway Patrol and drug agencies.

IV. CONCLUSIONS:

Currently, booking a person into the Glenn County Jail requires officers spend one hour traveling time for simple charges such as shoplifting. It takes three to four hours for a D.U.I. (Driving Under Influence). Lack of officers on patrol, during these booking/traveling times, poses significant safety issues to the public. The present quarters are insufficient and have no “holding area”. This hinders the departments ability to provide necessary services.

V. RECOMMENDATIONS:

Plans for future developmental growth must include looking into the feasibility of relocation to larger quarters. Suggestions might include looking into the now, unoccupied, Sheriff’s Substation located at 821 South Street as a stop-gap or permanent location.

VI. RESPONSE REQUIRED:

Orland Police Chief
Orland City Council
Board of Supervisors
Glenn County Sheriff

**2004-2005 Glenn County Grand Jury
Final Report
Willows Police Department**

I. PURPOSE:

To investigate current working conditions within the Willows Police Department and discuss possible problems with budgetary constraints and their ability to serve the public effectively.

II. BACKGROUND:

Grand Jury members interviewed the Willows Police Department on November 12th, 2004, and found a major issue concerning future growth and development within the community and their ability to provide necessary services with those currently working within the department.

III. FINDINGS:

The department is currently in the same building with the Willows Public Library and Willows City Hall functions. The 9-1-1 rollover number and department number operate five days per week during normal business hours. After hours, the Sheriff's Department handles 911 calls.

There is one-thousand three-hundred square feet of space for eleven sworn officers. There are three members of the office staff. The department and the city are currently paying fees to the county. These fees are increasing administration costs.

The department has a quote of three-hundred-nine thousand dollars dated 2002 to remodel the present quarters giving them a total of two-thousand nine-hundred square feet. This is provided the Public Library relocates altogether. Another option is to use the property directly behind their present quarters. However, this might pose a traffic hazard with growth and personnel expansion. Currently, the department will need three more sworn officers within the next three to five years because of growth within the community.

There are four patrol vehicles plus the Chief's vehicle and one unmarked vehicle. No vehicles are taken home with the exception of the Chief's.

There are no volunteer programs. However, there is a community service program. This community service program, consisting of two non-sworn members who have had police schooling and training, are on call and are paid for their services.

The Chief has been with the department six years. The department mails out a citizen's survey every Friday by randomly choosing ten calls received each week. These citizens are asked 7 questions relating to department and officer performance. The responses are rated on a scale from one to five, with one being poor and five being excellent.

IV. CONCLUSIONS:

The Police Department needs more room for current employees. In addition, they would need six to seven more employees if they were to handle their own calls twenty-four hours, seven days per week. This would further increase the need for expanded quarters.

V. RECOMMENDATIONS:

The department must plan to move or build larger quarters, as the department increases in personnel, to cover necessary services to a growing community.

VI. RESPONSE REQUIRED:

City Council
Willows Chief of Police

**2004-2005 Glenn County Grand Jury
Final Report
Public Facilities Projects**

I. PURPOSE:

To assess the progress of improvements to certain public facilities.

II. BACKGROUND:

Several County facilities need major repairs and upgrades. The County has deferred maintenance on these facilities and has been unable to upgrade them due to budget shortfalls and lack of alternative funding sources. Prop. 40 allocated 1.2 million dollars to the County. The County dispersed \$220,000 to each City and will use the remainder on County facilities.

III. FINDINGS:

On June 1, 2004, with the recommendation of the County Facilities Planning Committee, a list of Prop. 40 Grant funded projects, with cost estimates, were proposed and approved by the Board of Supervisors. These projects included:

1. Bayliss Library - Renovation and restoration for an estimated \$195,000.
2. Orland Memorial Hall and Park - Improve the method of ingress/egress to meet ADA requirements, install exit and emergency lighting, and enlarge / remodel restrooms with new ADA compliant facilities and fixtures for an estimated \$85,000.
3. Willows Memorial Hall and Park - Installation of an ADA compliant drinking fountain for an estimated \$5,000.
4. Hamilton City Park - Replace and/or install ADA compliant sidewalks, construct a 50 foot diameter gazebo, run all underground electric, install new lighting, upgrade the area and replace the basketball court to prevent loose balls from escaping into the street for an estimated \$90,000.
5. Ord Bend Park and Boat Ramp - upgrade the parking lot and walkway surfaces around the rest room for ADA compliance, add additional lighting, upgrade the irrigation system to improve

efficiency and improve the boat ramp area for an estimated cost of \$88,000.

The Bayliss Library project is the first priority and construction is scheduled to start in the summer of 2005. After the Bayliss Library project, the others will be developed and constructed.

IV. CONCLUSIONS:

The Planning Department is doing an excellent job moving forward on the Bayliss project and developing the other projects. These repairs and upgrades are important. Deferred maintenance leads to higher costs in the future.

V. RECOMMENDATIONS:

Glenn Planning continues the development of these County facilities projects and tries to access additional funds, with the Prop. 40 Grant Funds. Glenn Planning provides the 2005-2006 Glenn County Grand Jury with an update and status report on these projects.

VI. RESPONSE REQUIRED:

Glenn County Planning and Public Works Agency

**2004-2005 Glenn County Grand Jury
Final Report
Butte City Boat Ramp**

I. PURPOSE:

To continue monitoring and assess the progress at the boat ramp.

II. BACKGROUND:

The 2002-2003 Grand Jury recommended installation of security lighting and a camera at the boat ramp. The project was put on hold because silting problems are occurring in the area and the County has been delayed in getting the necessary permits to dredge.

III. FINDINGS:

If the County cannot get a permit and dredge the site the ramp will not be used. Installation of the lights and camera, at this time, would be a waste of money.

IV. CONCLUSIONS:

The County should pursue the dredging permit or find an alternative site for access in that area.

V. RECOMMENDATIONS:

When the present site is dredged or an alternative site is developed the County should proceed with the installation of lighting and a security camera.

VI. RESPONSE REQUIRED:

Glenn County Planning and Public Works Agency

**2004-2005 Glenn County Grand Jury
Final Report
Fleet Management**

I. PURPOSE:

To review the Glenn County Fleet Management Policy.

II. BACKGROUND:

Fleet Management is a Division of the Public Works Department. The county makes transportation available to the various county departments through the operation of a Fleet Management Division. They purchase, maintain and operate all vehicles to reduce the cost of transportation to the county. Costs of the Fleet Management Division are received from the user departments.

III. FINDINGS:

Fleet Management is responsible for all fleet vehicle purchases and cannot increase the size of the fleet without approval of the Board of Supervisors. Vehicles are purchased either from the California State List of bids, or from vendors, whichever is lower priced. Vehicles are only replaced when they meet the replacement criteria. Vehicle outfitting is done in house with the exception of radio installations which is contracted out to vendors. Departments can purchase cell phones for their supervisors, which are the Nextel model with Walki-Talkie features thus reducing call time expenses. Vehicles are disposed of at vehicle auctions after being declared surplus by the Board of Supervisors with the funds going into the Fleet Management Fund. Fuel is purchased on an annual bid and is dispensed using a card lock system. A new vehicle car wash rack is under construction. The water is recycled to meet the new National Pollution Discharge requirement. County tools and equipment are not loaned out to individuals. The County is mandated to convert diesel vehicles to cleaner burning, with less emissions.

IV. CONCLUSIONS:

The Fleet Management Division adheres to the policies set forth in the Glenn County Administrative Manual Title Fourteen.

V. RECOMMENDATION:

Diesel vehicles should be retrofitted to comply with all State and Federal Clean Air Standards.

VI. RESPONSE REQUIRED:

Planning and Public Works Agencies

TITLE 14 – FLEET MANAGEMENT POLICY

CHAPTER 14.01 INTENT & PURPOSE

- 14.01.01 Intent
- 14.01.02 Purpose

CHAPTER 14.02 POLICY

- 14.02.01 Name
- 14.02.02 County Vehicles
- 14.02.03 Commercial Rental Policy

CHAPTER 14.03 USE OF VEHICLES

- 14.03.01 Policy
- 14.03.02 Fleet Vehicles Taken Home

CHAPTER 14.04 MINIMUM SAFETY STANDARDS

- 14.04.01 Fleet Management Responsibility
- 14.04.02 Fleet Services Manager Responsibility

CHAPTER 14.05 MAINTENANCE

- 14.05.01 Vendors and Warranties
- 14.05.02 Maintenance and Repair
- 14.05.03 Routine Preventative Maintenance Provided
- 14.05.04 Work on Vehicles Beyond Routine Preventative Maintenance

CHAPTER 14.06 COST RECOVERY

- 14.06.01 Operation and Maintenance
- 14.06.02 Vehicle Replacement
- 14.06.03 Rental Rates
- 14.06.04 Shop Rates

CHAPTER 14.07 VEHICLE REPLACEMENT

- 14.07.01 Consultation
- 14.07.02 Early Replacement Charged to Department
- 14.07.03 Minimum Mileage Exceptions
- 14.07.04 Vehicles Exempt From Replacement Charges
- 14.07.05 Fleet Management Vehicle Replacement Fund
- 14.07.06 Replacement Criteria
- 14.07.07 Replacement Priority

CHAPTER 14.08 PURCHASE OF FLEET VEHICLES

- 14.08.01 Purchase Authority
- 14.08.02 Non-Replacement Vehicle Purchase Authority

CHAPTER 14.09 TRANSFER OF FLEET VEHICLES

- 14.09.01 Authority of Review

CHAPTER 14.10 SMOKING POLICY

- 14.10.01 All Vehicles are Non Smoking
- 14.10.02 Costs for Smoke Related Clean Up/Damages

<u>CHAPTER 14.11</u>	<u>DAMAGES</u>
14.11.01	Determination of Damages
14.11.02	Reimbursement for Cost of Damage
<u>CHAPTER 14.12</u>	<u>FUEL PURCHASE</u>
14.12.01	Fuel Purchasing Policy
14.12.02	Payment for Fuel
14.12.03	Waivers for Use of Other Oil Company Credit Cards
<u>CHAPTER 14.13</u>	<u>OPERATION OF VEHICLES</u>
14.13.01	Responsibilities of Employees for Operation of Vehicles
<u>CHAPTER 14.14</u>	<u>VEHICLE TITLE</u>
14.14.01	County Shall Hold Vehicle Title

TITLE 14 FLEET MANAGEMENT POLICY

1 CHAPTER 14.01 INTENT & PURPOSE

14.01.01 Intent
14.01.02 Purpose

14.01.01 Intent

To establish policies, procedures and authority for an effective Fleet Management Program.

14.01.02 Purpose

This policy establishes specific requirements and guidelines for the operation of the County's Fleet Management Program, which all Departments will follow. Such policies are intended to maximize fleet efficiency and effectiveness.

CHAPTER 14.02 POLICY

14.02.01 Name
14.02.02 County Vehicles
14.02.03 Commercial Rental Policy

14.02.01 Name

Fleet Management a Division of the Public Works Department, formerly known as the Service Center.

14.02.02 County Vehicles

The County makes transportation available to the various County Departments through the operation of a Fleet Management Division, which purchases, maintains and operates all vehicles to reduce the cost of transportation to the County. Costs of the Fleet Management Division are recovered from the user Departments.

14.02.03 Commercial Rental Policy

When it is not feasible to rent from the County Vehicle Pool, Fleet Management will rent vehicles from commercial vendors on a case-by-case basis to meet the needs of Departments. Fleet Management is the only County program authorized to rent vehicles from

¹ Title Adopted: 2002-08

commercial vendors, except for vehicles rented at destination airports while on County business or as necessary due to extenuating circumstances, and authorized by a Department Head.

CHAPTER 14.03 USE OF VEHICLES

14.03.01 Policy
14.03.02 Fleet Vehicles Taken Home

14.03.01 Policy

Fleet vehicles are rented to Departments on a daily or short-term basis and to various Departments for long-term use. All Departments shall maximize the use of Fleet vehicles operated by Fleet Management in order to minimize the transportation costs to the County. In addition, Fleet vehicles will be assigned to Departments where they will receive optimal use.

14.03.02 Fleet Vehicles Taken Home

The Board of Supervisors shall determine, those positions, which are authorized to take vehicles home as described in the Glenn County Admin. Policies & Procedures Manual Title 7 Travel Policy Chapter 7.10 Use of County Vehicles.

CHAPTER 14.04 MINIMUM SAFETY STANDARDS

14.04.01 Fleet Management Responsibility
14.04.02 Fleet Services Manager Responsibility

14.04.01 Fleet Management Responsibility

Fleet Management will insure that no vehicle leaves the Fleet Management facility, at any time, in an unsafe condition.

14.04.02 Fleet Services Manager Responsibility

The Fleet Services Manager is responsible for determining if a vehicle is unsafe to operate. Once such a determination is made, the Fleet Services Manager has authority to immediately remove the vehicle from service and prohibit it from returning to service until such time as the vehicle is brought up to minimum safety standards.

CHAPTER 14.05
MAINTENANCE

- 14.05.01 *Vendors and Warranties*
- 14.05.02 *Maintenance and Repair*
- 14.05.03 *Routine Preventative Maintenance Provided*
- 14.05.04 *Work on Vehicles Beyond Routine Preventative Maintenance*

14.05.01 Vendors and Warranties

Fleet Management shall be responsible for selecting maintenance vendors and maintaining all vehicle warranties to the standards recommended by the vehicle manufacturer.

14.05.02 Maintenance and Repair

The Fleet Management Division shall be responsible for maintaining and repairing all vehicles, including those defined in section 14.07.04 as non-replacement vehicles.

14.05.03 Routine Preventative Maintenance Provided

Maintenance and repair shall consist of all routine preventative maintenance including: labor, parts and materials for the following: tune-ups, brakes, fluid changes, battery replacement, engine repair, transmission repair, suspension parts, tires, glass breakage, minor collision repair, electrical work, emissions requirements and defective items found in safety checks. The operation and maintenance fees cover these services.

14.05.04 Work on Vehicles Beyond Routine Preventative Maintenance

Labor, parts and materials for such work shall be charged at current shop rates to the respective departments (examples: installation of radio, phone, tool box, special equipment attachments such as tow hitches, etc.).

CHAPTER 14.06
COST RECOVERY

- 14.06.01 *Operation and Maintenance*
- 14.06.02 *Vehicle Replacement*
- 14.06.03 *Rental Rates*
- 14.06.04 *Shop Rates*

14.06.01 Operation and Maintenance

Costs of operation and maintenance of all vehicles as per 14.05.03 will be recovered on a per mile rate based on a minimum of 600 miles per month. Mileage rates will be established annually by Fleet Management and approved by the Board of Supervisors by resolution.

14.06.02 Vehicle Replacement

Vehicle replacement costs of all vehicles, except those noted in 14.07.03 and 14.07.04, will be recovered on a per mile rate based on a minimum of 600 miles per month. Mileage rates will be established annually by Fleet Management and approved by the Board of Supervisors by resolution.

14.06.03 Rental Rates

The cost of Pool vehicles will be set at a rate competitive with the cost of renting a vehicle from commercial vendors. Rates will be established annually by Fleet Management and approved by the Board of Supervisors by resolution.

14.06.04 Shop Rates

Shop rates as per 14.05.04 will include labor, facilities overhead, County overhead, and minor materials. Rates will be established annually by Fleet Management and approved by the Board of Supervisors by resolution.

**CHAPTER 14.07
VEHICLE REPLACEMENT**

- 14.07.01 *Consultation*
- 14.07.02 *Early Replacement Charged to Department*
- 14.07.03 *Minimum Mileage Exceptions*
- 14.07.04 *Vehicles Exempt from Replacement Charges*
- 14.07.05 *Fleet Management Vehicle Replacement Fund*
- 14.07.06 *Replacement Criteria*

14.07.01 Consultation

After consultation with Departments, and subject to the replacement criteria of this policy, Fleet Management will determine which vehicles will be replaced. Effective January 22, 2002, all vehicles will be added to the replacement program, except as noted in 14.07.04.

14.07.02 Early Replacement Charged to Department

Vehicles that must be replaced before the replacement fund has accrued sufficient funds will be subject to a re-capitalization charge representing the difference between the replacement cost of the vehicle and the replacement funds accrued to date, and charged to the appropriate Department.

14.07.03 Minimum Mileage Exceptions

For vehicles that are used frequently but incur very few miles, i.e. maintenance vehicles and specialty vehicles, the replacement criteria may be exceeded, provided the vehicle remains safe and is economical to operate. Each year the Fleet Services Manager will meet with Departments to review their vehicle utilization and adopt a two-year vehicle replacement plan for vehicles projected to exceed the replacement criteria.

14.07.04 Vehicles Exempt from Replacement Charges

Non-replacement vehicles will include those for which legislative, written grant, or funding source requirements specify that the purchase must be made by and the ownership of the vehicle will remain with the user Department. The determination of whether a proposed vehicle meets the non-replacement criteria will be made by the Fleet Services Manager.

The following vehicles shall be exempt:

- (a) Vehicles purchased by Social Services;
- (b) Other grant-funded vehicles;
- (c) Other non-replacement vehicles as determined by the Fleet Services Manager;
- (d) Vehicles over 10 years old;

- (e) Asset seizure and forfeiture vehicles;
- (f) Special investigative vehicles.

14.07.05 Fleet Management Vehicle Replacement Fund

All monthly replacement charges assessed by the Fleet Management internal service fund shall be placed in a separate account, along with all insurance settlements and surplus vehicle revenues, in order to clearly segregate and maximize the replacement revenue available to replace Fleet vehicles.

14.07.06 Replacement Criteria

In order to determine whether a vehicle is eligible for replacement, the following replacement criteria will be considered:

Vehicle category and type	Age (yrs)	Mileage	Life to date and/or repair costs
Patrol sedans	5	90,000	50% of original vehicle cost
Other police vehicles	8	100,000	50% of original vehicle cost
Subcompact sedans	8	100,000	50% of original vehicle cost
Compact and mid-size	8	100,000	50% of original vehicle cost
Full size sedans	8	100,000	50% of original vehicle cost
Vans	8	100,000	50% of original vehicle cost
Compact pickups	8	100,000	50% of original vehicle cost
Full size pickups	8	100,000	50% of original vehicle cost

14.07.07 Replacement Priority

Replacement funds will be used to replace the vehicles that have the highest replacement priority, as determined by the Fleet Manager, in order to assure the safety and efficiency of the entire fleet.

CHAPTER 14.08
PURCHASE OF FLEET VEHICLES

- 14.08.01 *Purchase Authority*
- 14.08.02 *Non-Replacement Vehicle Purchase Authority*

14.08.01 Purchase Authority

The Fleet Management Division will be responsible for approving all fleet vehicle purchases. The overall fleet size shall not be increased without prior approval of the Board of Supervisors.

14.08.02 Non-Replacement Vehicle Purchase Authority

The appropriate Department shall make all future non-replacement vehicle purchase or acquisitions with review by Fleet Management. Purchases will be made from funds appropriated in these exempt programs. Purchased vehicles will become part of the fixed asset inventory of these programs.

CHAPTER 14.09
TRANSFER OF FLEET VEHICLES

- 14.09.01 *Authority of Review*

14.09.01 Authority of Review

Fleet Management shall review each Department's vehicle usage and cost and shall have authority to transfer vehicles in the Fleet inventory from one Department to another in order to ensure the optimal usage and maximum efficiency of the fleet, after consultation with the affected Department.

CHAPTER 14.10
SMOKING POLICY

- 14.10.01 *All Vehicles are Non Smoking*
- 14.10.02 *Costs for Smoke Related Clean Up/Damages*

14.10.01 All Vehicles are Non Smoking

No smoking is authorized in any County vehicle. Vehicles with evidence of smoke shall be cleaned and the appropriate Department Head will be notified.

14.10.03 Costs for Smoke Related Clean Up/Damages

The cost for such cleaning or repairs will be billed directly to the responsible Department.

CHAPTER 14.11
DAMAGES

- 14.11.01 *Determination of Damages*
- 14.11.02 *Reimbursement for Cost of Damages*

14.11.01 Determination of Damages

Any vehicles that show evidence of significant body or physical damage shall be identified and repaired. The Fleet Services Manager shall determine what constitutes significant damage.

14.11.02 Reimbursement for Cost of Damages

Reimbursement for such repairs or damage shall be provided consistent with the appropriate sections of the Glenn County Administrative Manual. Any vehicle with body damage that exceeds the wholesale value of the vehicle will be disposed of by auction or sold as scrap iron. Vehicles that must be replaced before the replacement fund has accrued sufficient funds will be subject to a re-capitalization charge representing the difference between the replacement cost of the vehicle and the replacement funds accrued to date, and charged to the appropriate Department.

CHAPTER 14.12
FUEL PURCHASE

- 14.12.01 *Fuel Purchasing Policy*
- 14.12.02 *Payment for Fuel*
- 14.12.03 *Waivers for Use of Other Oil Company Credit Cards*

14.12.01 Fuel Purchasing Policy

Fleet Management will coordinate fuel purchasing through card lock fuel facilities to obtain the best pricing, convenience, billing information, and security measures for Glenn County Fleet Vehicles. All fuel purchases will be done using the appropriate card lock facilities, except for waivers granted as described in section 14.12.03.

14.12.02 Payment for Fuel

Payment of fuel bills generated by each Department will be the fiscal responsibility of each Department.

14.12.03 Waivers for Use of Other Oil Company Credit Cards

A Department may request a waiver of the requirement that all fuel purchases be made through card lock fuel facilities. Upon written approval by the Fleet Services Manager, a Department may obtain oil company credit cards to purchase fuel, with the Board of Supervisors making the determination if a dispute arises on a case-by-case basis.

**CHAPTER 14.13
OPERATION OF VEHICLES**

14.13.01 Responsibilities of Employees for Operation of Vehicles

14.13.01 Responsibilities of Employees for Operation of Vehicles

County Officers and Department Heads shall be responsible for the use of vehicles by Departmental personnel. The following criteria will apply to employees operating County vehicles:

- (a) No person shall operate a County vehicle that does not have issued to him/her a valid California drivers license;
- (b) Each employee shall be responsible for proper use, care and operation of the County vehicle assigned;
- (c) Employees operating County vehicles shall comply with all Vehicle Code laws in a safe and courteous manner;
- (d) Fines and penalties imposed by a court for a violation while on County business are the personal responsibility of the employee;
- (e) All persons operating County vehicles shall be County employees or such other persons acting for and on behalf of the County as the Board of Supervisors may designate;
- (f) Employees are to operate County vehicles in an ordinary, reasonable manner and not use in activities that may damage the vehicle, except Emergency Vehicles operating under Code 3 conditions;
- (g) County vehicles shall only be used in conjunction with County business as per Glenn County Administrative Code 7.10.01.

**CHAPTER 14.14
VEHICLE TITLE**

14.14.01 County Shall Hold Vehicle Title

14.14.01 County Shall Hold Vehicle Title

Vehicle registration titles shall be held by the Department of Finance unless the vehicle is exempt under section 14.07.04(f).

**2004-2005 Glenn County Grand Jury
Final Report
Glenn County Airports**

I. PURPOSE:

To review the current operations of the Glenn County Airports.

II. BACKGROUND:

Glenn County Airports have minimal security. Funds have been allocated for partial fencing of the Orland Airport. Grants were also applied for funding at the Willows Airport for security.

III. FINDINGS:

Federal Aviation Administration has allocated thirty thousand dollars for fencing and the State will provide a matching five percent of that amount for the Orland Airport. The grants for fencing at the Orland Airport will not cover the cost of labor and materials to fence the entire airport. Installation of the perimeter fencing will be done by county crews as work load permits. Fence construction will start on the East Side, along the airport side of the industrial park after the environmental clearances are completed. The installation will continue until the funds are exhausted. At the Orland Airport the county building is currently vacant. The Public Works Department perceives that security is a low risk concern due to the many available Agricultural air strips in the county. Fuel is provided at both airports using a card lock system. One public works maintenance worker is assigned to split his duties between both airports. FAA wants an updated master plan for the Willows Airport before it will allocate any funding. The existing master plan is twenty years old.

IV. CONCLUSIONS:

The consolidation of both airports into one new airport could be an advantage to Glenn County. The existing building could be rented out for non airport uses at market values. The City of Willows could then expand to the West Side of Interstate 5.

V. RECOMMENDATION:

A master plan for the airports should be drafted and a feasibility study should be done to determine if a new airport complex with a ten thousand foot airstrip should be considered. The location could be midway between Orland and Willows adjacent to the I-5 Highway. The larger airport could accommodate larger aircraft and convenient access to the I-5 Highway. An industrial site could be incorporated in the plan. An updated master plan for the Willows Airport must be done. Fence construction should continue at the Orland Airport as planned.

VI. RESPONSE REQUIRED:

Planning and Public Works Agencies
Board of Supervisors

**2004-2005 Glenn County Grand Jury
Final Report
North Willows Storm Drainage**

I. PURPOSE:

Investigate the Glenn County storm drainage system North of the City of Willows.

II. BACKGROUND:

Flooding has occurred North of the City of Willows in the Glenn County service area.

III. FINDINGS:

The Public Works opinion is that the drainage system is adequate, and the pumps can handle the additional water runoff.

If a developer proposes building residential housing North of Green Street, it should be noted that the property is now in the county. A solution has been suggested to construct a swale (holding pond) adjacent to the exiting drainage canal. An additional swale could be constructed on other property in the event more temporary storage is needed. This area is in the North Willows Storm Drain Maintenance District. Some flooding has occurred because trash has blocked the inlets to the system.

IV. CONCLUSIONS:

The North Willows Storm Drain Maintenance District has knowledge of the flooding problems and are evaluating proposed additional needs for necessary drainage requirements for the future.

V. RECOMMENDATION:

1. If development is proposed for the property in this flood prone area the contractor should bear all costs to upgrade the drainage system and all impact fees for water, sewer, streets and curbs with gutters.
2. Initiate a free dump day at the land fill or free pickup of trash, possibly twice a year. This may eliminate some of the illegal dumping which is done in remote areas, along the roads and drainage ditches.

Hazardous waste and large appliances could also be collected. This may also reduce some of the code violations at private residential properties.

VI. RESPONSE REQUIRED:

City of Willows

Glenn County Planning and Public Works Agency

Board of Supervisors

**2004-2005 Glenn County Grand Jury
Final Report
Orland Public Works and Infrastructure**

I. PURPOSE:

To interview the City of Orland's City Manager and the Director of Public Works to review the city's infrastructure of the Public Works Department, water, sewer, streets and storm drains.

II. BACKGROUND:

Can the City of Orland's infrastructure accommodate future growth?

III. FINDINGS:

The Public Works Department has nine full-time and two part time employees and a new director has been promoted from within the department. The part-time employees are very reliable and do a good job for the city. The department is funded from fees collected from water and sewer with some collected from gas taxes and the General Fund. Engineering is contracted with Anderson & Rolls of Chico. Services are billed on an hourly basis as needed. New developers pay for installation of services in new subdivisions.

According to the City Manager, the sewer system is currently operating at fifty percent capacity. The total capacity is for twelve thousand people. A PRIMARY raw sewage system is currently being used and they do not anticipate switching to a secondary sewage plant because of the vast amount of land available for future expansion of the current POND systems. "BUGS" are purchased from Ennix Corporation and they are doing an excellent job keeping the ponds up to standards.

The drain system for rain run off is adequate since Orland is built on a virtual gravel bed. Occasionally, during heavy rains, the system does not drain as fast as necessary because of the capacity of the existing pipes. This is currently being corrected with new pipes. All water run off flows to Lely Aquatic Park.

Additional lands currently not being used for new ponds will more than satisfy any future growth and development needs for Orland. However, piping to new ponds at the Orland Airport, as approved by a City/County agreement, was never completed.

The city has eight water wells and they are adding a new water storage tank with a capacity of three quarters of a million gallons of water. The existing one has a capacity of eighty thousand gallons. There are city developer fees imposed on new developments which can be used for infrastructure improvements. There are no County Developer fees at this time. The developer pays the fees during the permit process.

Curbs, sidewalks, and gutters are required for all new homes.

There is a sewer line now in place under the freeway to service the West side.

The new subdivision located North of the arch has been annexed into the city.

Property must be annexed into the city to obtain city services.

Increased costs due to Workman's Compensation and medical benefits are slowly siphoning money from current funds. This ultimately will result in a loss in the quality of services.

IV. CONCLUSIONS:

The Orland infrastructure is adequate with upgrades for additional growth. However, funding sources are being diverted and additional funds are necessary to maintain level of services.

V. RECOMMENDATION:

Review fees for services and adjust, if necessary, to upgrade infrastructure and maintain quality of services.

VI. RESPONSE REQUIRED:

City of Orland

**2004-2005 Glenn County Grand Jury
Final Report
Willows Public Works and Infrastructure**

I. PURPOSE:

To interview the City Manager of Willows and the Director of Public Works to review the city's infrastructure of the Public Works Department, water, sewer, streets and storm drains.

II. BACKGROUND:

Can the City of Willows infrastructure accommodate future growth?

III. FINDINGS:

The Public Works Department has twelve full-time positions. The city maintains four parks, three city and one for the railroad. The city only supplies water to three sites with the majority of water supplied by the California Water Service Company. Forty-two new homes are to be built within the Willows city limits and an additional forty-three homes are proposed to be built adjacent to the city. All impact fee's will be paid by the developer and are bonded in case the project is not completed. Two to three percent growth for the city is projected over twenty years, with a population of six thousand two hundred to ten thousand. The sewage system will be updated with an eight million dollar grant. It will expand to serve a ten thousand population. The water recycling project is funded by grant funds. The city has hired two community service/code officers and are slowly improving their ability to respond to code violations. The Fire Department handles the weed abatement program.

IV. CONCLUSIONS:

The Willows infrastructure is adequate with upgrades for additional growth.

V. RECOMMENDATION:

None

VI. RESPONSE REQUIRED:

None

**2004-2005 Glenn County Grand Jury
Final Report
Capay Joint Union Elementary School**

I. PURPOSE:

To investigate school safety drills, including fire drills and/or intruder on campus drills.

II. BACKGROUND:

Glenn County Grand Jury members met with Capay Joint Union Elementary School's representatives on February 4th, 2005, to witness a fire drill.

III. FINDINGS:

The school consists of grades K through 8 with student enrollment being approximately one-hundred twenty five to one-hundred thirty-five students. They currently hold one fire drill per month.

The fire drill began at 11:00 am and ended at 11:04 am. Students walked out of the classrooms single file to designated areas located approximately one-hundred yards from buildings. Each teacher is responsible for his/her class. If, after taking roll call, all students are present a large green card, approximately twenty by twenty inches, was held high overhead by the teacher. If someone is missing a large red card is held up. During this drill one student was missing. His name was called out and he was located with another class where he was on assignment at the time of the drill.

The secretary checks all restrooms on her way out and is responsible for the card display. Drill procedures are posted in all classrooms. At this time there are no "Intruder Drills" taking place. It has been discussed but no decision has been made as to when they should start. This fire drill was carried out in a very orderly fashion.

The custodian was very helpful in explaining how the drill works and in sounding the (ear piercing) alarm.

The office secretary was very forthcoming with information. The Superintendent/Principal was on medical leave. By the nature of the conversation they would have appreciated more members of the Grand Jury being present.

IV. CONCLUSIONS:

The school needs to holding drills for intruder-on-campus and finalize drill procedures. The school also needs to install door locks, blinds for windows, and a notification system for such procedures to account for all students in classrooms. The school is still in the process of applying for Financial Hardship Modernization funds to pay the \$7,162.31 needed for the door locks.

V. RECOMMENDATION:

Initiate intruder-on-campus drills and procedures without further delay. Install locking devices which may be locked from the inside of the classroom and put blinds on the windows. Make sure drills are practiced frequently and that a notification system which insures all students are accounted for in the classrooms during the drill is in adopted as part of the procedures for intruder alerts.

Complete application for Financial Hardship Modernization Funds from the Office of Public School Construction. If application is not successful, school should immediately pursue other sources to fund door locks.

VI. RESPONSE REQUIRED:

Capay Joint Union Elementary School

**2004-2005 Glenn County Grand Jury
Final Report
C.K. Price School**

I. PURPOSE:

To review current procedures regarding emergency evacuations and intruder on campus drills.

II. BACKGROUND:

Grand Jurors met with the Vice Principal of C.K. Price School on January 13th, 2005 at 1:35pm.

III. FINDINGS:

Instructional booklets regarding school procedures are given to substitute teachers upon their arrival day of assignment. The Vice Principal and Grand Jurors in attendance both found it difficult to locate fire drill and intruder drill procedures in this booklet. It was noted that only a map, without instructions, was displayed on the walls in the classroom.

The fire department was notified of the pending fire drill scheduled that day. The alarm was sounded. As Grand Jurors walked the grounds to observe children and teachers it was noted that no lines were formed as children exited the classrooms. Some children were *running* to other children from other rooms. However, once they were out on the field behind the school they did form lines and teachers took roll call.

Most rooms were checked and found to be locked. The bell rang signaling all was safe and the children returned to class in a semi-orderly fashion.

It was noted that some rooms do not lock from the inside for intruder protection.

IV. CONCLUSIONS:

Emergency procedures need to be located at the front of substitute teacher manuals for easier access and review.

Remaining classrooms not equipped with inside door locks for intruder protection need attention. Children running from classrooms is cause for concern.

V. RECOMMENDATIONS:

Move emergency procedures to the front of the substitute instructional manual. Install locks on the inside of the doors, currently without such devices, for intruder prevention. As an alternative, use the same “foam rubber” device currently being used by Willows Intermediate Schools. It is manufactured and designed to allow access in and out of the classroom while the door remains locked at all times. If an ALERT is activated, this device is pulled out from the inside, and the door automatically locks shut. This will prevent faculty members from having to step outside the classroom to lock the door keeping them out of harms way.

School Administrators and Teachers should review drills procedures and insure that students are instructed not to run during drills.

Everyone should go to his or her assigned areas quickly, quietly and orderly, but not running.

VI. RESPONSE REQUIRED:

C.K. Price School

**2004-2005 Glenn County Grand Jury
Final Report
Elk Creek School**

I. PURPOSE:

To review current procedures regarding emergency evacuations and intruder on campus drills.

II. BACKGROUND:

Grand Jurors attended a presentation and witnessed a fire drill at Elk Creek School on February 18th, 2005.

III. FINDINGS:

The fire drill went off smoothly and in an orderly fashion. Teachers and students seem well prepared for this type of emergency.

The school is funded with 10% Federal and 90% State funds.

Indian funds are approximately \$7,000.00 per year. There are approximately 130 children in the district. Only 2 classroom doors lock from the inside. All others lock from the outside with the exception of room number 2.

IV. CONCLUSIONS:

Because only two of the classrooms lock from the inside there are serious concerns for the safety of teachers having to step outside the classroom to lock doors in the event of an intruder on campus.

V. RECOMMENDATIONS:

Install locks on the inside of the three remaining doors or use the same "foam rubber" device currently being used by Willows Intermediate Schools. It is manufactured and designed to allow access in and out of the classrooms while the door remains locked at all times. If an ALERT is activated, this device is pulled out from the inside, and the door automatically locks shut. This will prevent faculty members from having to step outside the classroom to lock the door keeping them out of harms way.

VI. RESPONSE REQUIRED:

Elk Creek School

**2004-2005 Glenn County Grand Jury
Final Report
Fairview School**

I. PURPOSE:

To review current procedures regarding emergency evacuations and intruder on campus drills.

II. BACKGROUND:

Grand Jurors attended and witnessed a fire drill/evacuation on October 19th, 2004 and met with the principal on January 10th, 2005 to discuss possible areas of concern pertaining to these issues.

III. FINDINGS:

The emergency evacuation on October 19th, 2004 was executed without incident and the subsequent meeting with the new principal was both informative and interesting. Fairview School's new principal is genuinely concerned for the safety of the children and has implemented a new and improved program outlining emergency procedures. This program will be presented to the Site Council for approval.

These new procedures, along with several drills will, undoubtedly, help make Fairview School one of the best prepared schools in the district.

Three rooms still need locking devices from the inside, for intruder prevention, keeping faculty members from having to step outside the classroom to lock the door placing them in harms way.

IV. CONCLUSIONS:

Grand Jurors have concluded that Fairview School's proposed emergency program is excellent.

V. RECOMMENDATIONS:

Install locks on the inside of the three remaining doors or use the same "foam rubber" device currently being used by Willows Intermediate Schools. It is manufactured and designed to allow access in and out of the classrooms while the door remains locked at all times.

If an ALERT is activated, this device is pulled out from the inside, and the door automatically locks shut. This will prevent faculty members from having to step outside the classroom to lock the door keeping them out of harms way.

VI. RESPONSE REQUIRED:

Fairview School

**2004-2005 Glenn County Grand Jury
Final Report
Hamilton Union School District**

- I. PURPOSE:** To follow up on prior Grand Jury recommendations and investigate the status of installation of hardware for door locking device.
- II. BACKGROUND:** The 2003-2004 Grand Jury recommended the schools install door locks that can be locked from the inside. The School District responded on August 10th, 2004 and stated, “Retrofitting all doors that fall into this category with locking devices which are approved by the State Fire Marshall will cost the District approximately \$20,000. This expense is not reflected in the District’s current budget. The District will pursue obtaining a matching funds JPA Safety Grant. If the District is successful in obtaining a grant, \$10,000 will be applied toward retrofitting during the school year 2005-2006. If succeeding grant applications are forthcoming, an additional and final \$10,000 will complete the project during the school year 2006-2007. If the District is not successful in obtaining JPA grant funding, it will be necessary to phase in the retrofitting over a longer period.”
- III. FINDINGS:** The District has installed the locks on the multipurpose rooms. However, installation on the classrooms is very expensive. The JPA Grant is still available but the District cannot include the matching funds in their current budget, at this time, because of the uncertainty of possible State impact on school financing.
- IV. CONCLUSIONS:** The safety of teachers and students is important & proper door locks would help ensure their safety.
- V. RECOMMENDATIONS:**
The District should continue its efforts to fund this project and provide matching funds for the JPA Door Lock Safety Grant.
- VI. RESPONSE REQUIRED:**
Hamilton Union School District

**2004-2005 Glenn County Grand Jury
Final Report
Lake School**

I. PURPOSE:

To investigate school safety drills, including fire drills and/or intruder on campus drills.

II. BACKGROUND:

Glenn County Grand Jury members interviewed the school principal and determined their was one major issue that needed attention.

III. FINDINGS:

1. Practices for intruder drills include a lock down of the entire campus.
2. All rooms locked from either the inside or the outside.
3. Procedures for all drills are posted in all classrooms.
4. The drill observed was carried out in an orderly manner.
5. All procedures were supervised and checked by the principal.

IV. CONCLUSIONS:

Doors not equipped with inside locking mechanisms do not provide safety for teachers in the event of an intruder on campus. Teachers must step outside these rooms to lock the door putting them in harms way.

V. RECOMMENDATIONS:

Install locks on the inside of all doors or use the same “foam rubber” device currently being used by Willow Intermediate Schools. It is manufactured and designed to allow access in and out of the classrooms while the door remains locked at all times. If an ALERT is activated, this device is pulled out from the inside, and the door automatically locks shut. This will prevent teachers from having to step outside the classroom to lock the door keeping them out of harms way.

VI. RESPONSE REQUIRED: Lake School

**2004-2005 Glenn County Grand Jury
Final Report
Murdock Elementary School**

I. PURPOSE:

To investigate school safety drills, including fire drills and/or intruder on campus drills.

II. BACKGROUND:

Glenn County Grand Jury members interviewed the Vice Principal who directed them to the principal on January 11th, 2005 at approximately 9:20am. A folder was offered to the Grand Jury listing the procedures used for intruder drills along with fire and earthquake drills.

III. FINDINGS:

Murdock Elementary School alternates between inside drills and outside drills, having one drill per month. Code Blue is a practice drill. Code Red is the real thing. Grand Jurors walked around with the principal as she checked all doors to see if they were locked. She noted any procedures which were not followed, Finding only one; *a light which had been left on*. All lights are to be turned off, curtains pulled and rubber blocks are removed from the doors securing them from the inside. A sign with a CIRCLE in the window means all children are present. A sign with a SQUARE in the window means a student is not in the classroom. The students name is written on the SQUARE. If students are out of the classroom or in the restroom they are instructed to put their feet up in the stall. During outside drills all students are to drop where they are and lay flat like stones. The principal and vice-principal divided the campus to check rooms. The total drill time took eight minutes. When all was clear an announcement was made over the loud speaker that the code blue was all clear. There is a teacher handbook in each room for substitute teachers to review. With repeated practices students now know what they must do in cases of such alerts. The drill went smoothly and the principal was very informative and pleasant.

IV. CONCLUSIONS:

Murdock Elementary seems well prepared for emergency procedures.

V. RECOMMENDATION:

Continue practicing drills as scheduled.

Recommend a secondary (backup) location for activating the alert system, such as the teacher's lounge.

VI. RESPONSE REQUIRED:

Murdock Elementary School

**2004-2005 Glenn County Grand Jury
Final Report
Plaza School**

I. PURPOSE:

To investigate school safety drills, including fire drills and/or intruder on campus drills.

II. BACKGROUND:

Glenn County Grand Jury members met with Plaza School's principal and observed a fire drill.

III. FINDINGS:

1. When the alarm was sounded all students and teachers moved quickly and quietly to their assigned locations on the field.
2. All teachers and aids had their roll sheets and called roll to insure one-hundred percent participation.
3. No students or employees remained in the buildings.
4. Upon inspection of the alarm system the annual alarm inspection report for 2004 was not in place in the alarm box.

IV. CONCLUSIONS:

The fire drill was properly executed in a timely and efficient manner. The equipment appeared to be in good working order, but the last inspection report was not in the alarm box. Construction was proceeding on new classrooms and other buildings. All new construction meets latest state codes for door locks and other hardware.

V. RECOMMENDATION:

After annual equipment inspections school staff should insure that inspectors provide reports and that they are placed in the alarm boxes.

VI. RESPONSE REQUIRED:

Plaza School

**2004-2005 Glenn County Grand Jury
Final Report
Princeton Elementary School**

I. PURPOSE:

To investigate school safety drills, including fire drills and/or intruder on campus drills.

II. BACKGROUND:

Two Glenn County Grand Jury members met with Plaza School representatives on February 24th, 2005 at approximately 10:43 to observe a Fire Drill.

III. FINDINGS:

Approximately 60% of the children are Spanish speaking. There are special teachers assigned to these children.

Overall the school is well taken care of and seems up on all the latest procedures.

FIRE DRILL:

1. When the alarm was sounded all students and teachers walked or ran to their assigned locations on the playground.
2. Teachers checked their respective lists of names to see if all children were present.
3. The school principal checked the bathrooms.
4. The superintendent checks with all teachers to make sure they are present.
5. The superintendent gives the thumbs up to signal the end of the fire drill. The alarm sounds until this sign is given.
6. The school bell rings as the signal for all students and teachers to return to their classrooms.

One teacher was asked what she would do if one of her students was missing during the drill. Her reply was that she would probably ask another teacher to watch her class while she went looking for the missing student.

At the beginning of the year all teachers and students review the rules for emergency evacuations and they include a bus evacuation once per year. All teachers attend training for lock down drills which are also scheduled once per year. Some fire drills are unannounced.

Not all classrooms have telephones but teachers have cell phones and classrooms have intercoms.

Classroom doors do not lock from the inside. However, the installation of locks is in progress and has been approved since January, 2005 with grant funding. "North State Deferred Maintenance Funds."

IV. CONCLUSIONS:

The Fire Drill was properly executed in a timely and efficient manner. The equipment appeared to be in good working order and evacuation was well executed.

V. RECOMMENDATION:

The Grand Jury strongly recommends fine tuning and reviewing the written for the procedures for locating missing students during emergency drills as one teacher seemed unsure of what to do in such a case.

School Administrators and Teachers should review drills procedures and insure that students are instructed not to run during drills. Everyone should go to his or her assigned areas quickly, quietly and orderly, but not running.

Make sure locks, now being installed, lock from the inside of the classroom permitting the teacher to lock the doors without having to step outside the classroom to accomplish this task which may put them in harms way.

VI. RESPONSE REQUIRED:

Princeton Elementary School

**2004-2005 Glenn County Grand Jury
Final Report
Willows Intermediate School**

I. PURPOSE:

To investigate school safety drills, including fire drills and/or intruder on campus drills.

II. BACKGROUND:

Glenn County Grand Jury members interviewed the school principal, and Vice Principal on January 11th, 2005 at approximately 1:15.

III. FINDINGS: There are approximately five-hundred students. One fire drill and one intruder drill are held each month with two disaster drills being held each school year. A CODE BLUE was announced at 1:15 and one member of the Grand Jury attended one classroom and found the substitute teacher and all students were under desks. Another Grand Juror attended the Nurses office and found four students, one mother, and two members of the office staff secure. A third Grand Juror walked around campus with the Vice Principal and found all areas secured. All doors were secured by interior fitted door lock bands. All exterior doors were fitted with a bar type lock as well. All windows were either darkened and/or shades were fitted for cover. This drill took approximately twelve minutes. The school also has a new telephone communication system.

IV. CONCLUSIONS:

There is only one location to activate emergency procedures. Two locations might be beneficial in cases where one area is subject to an intruder and staff may not be permitted to sound the alarm from that location.

V. RECOMMENDATION:

Install a secondary location to activate emergency procedures other than the office location. Continue practicing drills as scheduled.

VI. RESPONSE REQUIRED:

Willows Intermediate School

2004-2005

GLENN COUNTY GRAND JURY

**EVALUATION OF
RESPONSES**

To

2003-2004

Grand Jury Final Report

June 30th, 2005

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Board of Supervisors / Golden State Risk Management Authority / City of Orland, All Glenn County School Districts

REPORT NUMBER: # 04-02

RECOMMENDATION: That GSRMA provide training to the member agencies on how to deal with claims and claimants and the need for a friendly and informative attitude; keeping in mind that members are public agencies and public servants. The GSRMA should strongly urge members to attend. A brochure should be provided to all members outlining the positive aspect of good public relations and how to help claimants fill out claims and the procedure for filing them. A claimant has a right to file a claim in a timely manner without difficulty and should be given all the help needed, with instructions, on where to file by trained agency personnel.

RESPONSE: Letter dated 09/21/04

The Board of Supervisors concurs with the response from Golden Risk Management Authority, dated July 14, 2004 per attachment A which states:

Dear Judge Saint Evens:

Pursuant to Penal Code 933.05, the following is Golden State Risk Management Authority's (hereinafter GSRMA) response to the Glenn County Grand Jury's 2003/2004 Final Report. Specifically, pages 1 and 2 covering GSRMA.

GSRMA partially disagrees with the findings as stated on page 1 of this report. Our disagreements are as follows:

A. Member contributions are paid directly to the GSRMA to cover the pooled layer and to purchase reinsurance, or excess insurance, or both, depending on the specific program.

Attached you will find copies of GSRMA's 2003/2004 Memorandums of Coverage. These documents provide a clearer picture of how each program is structured.

B. Per Government Tort Claims Act 910.4, GSRMA has provided all of its Member Agencies with a claim form template. This document was adopted by each Member Agency and is available to the public should they desire to file a claim against said Public Agency. In addition, GSRMA has said claim form template is available on its website, www.gsrma.org for any Member Agency to download as needed.

In regards to said claim form, it is constructed as recommended by the Government Claims Tort Act. It is set up in an easy to read format that could be completed by anyone having a basic understanding of the English language. It is not required by the Government Claims Tort Act that a Public Agency have said form in any foreign language.

Enclosed you will find a copy of said template. As you can read, this document clearly spells out what information is needed to file a claim against any Public Agency.

GSRMA takes exception to the Grand Jury's findings that GSRMA should train its membership on how to train the public to sue at Public Agency. GSRMA has clearly demonstrated it does provide service to its membership in the steps that are necessary should the public wish to file a claim against said Public Agency.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Assessor, Department of Finance

REPORT NUMBER: # 04-04

RECOMMENDATION: There needs to be clarification of exactly what A87 is and if its use is mandatory for counties in determining how costs are allocated for each department. All county departments should be provided this information.

RESPONSE: Letter dated August 6, 2004 from the Department of Finance. A presentation was given at the Board of Supervisors meeting on March 18th, 2003, explaining the A-87 plan. Additionally, the plan was further presented at the management Council Meeting on April 8, 2003. These meetings were properly noticed and all interested county departments were invited. A copy of the Board report and Agenda Item Transmittal of that date will be re-issued to all current county department heads.

The A-87 plan is the only allowable cost allocation methodology for the State of California and the Federal government. As such, its use is mandatory in determining costs of each department.

The Finance Director concurred that the Board of Supervisors had the ultimate authority to raise or lower each Department's budget. As such, taking A-87 costs from each Department's budget does not necessarily reduce the Department's level of funding. If appropriate, the Board can simply raise a Department's budget to offset the A-87 changes.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Human Resource Agency (HRA)

REPORT NUMBER: # 04-05

RECOMMENDATION: HRA needs to publicize and promote a more positive image for their programs in order to have the services utilized by a broader range of people; i.e., employers.

RESPONSE: Letter dated 08/19/04

The HRA fully concurs with this and has already initiated an outreach/marketing program which targets/emphasizes employer programs and services.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Child Welfare Re-Design of Glenn County Foster Care

REPORT NUMBER: # 04-18

RECOMMENDATION: The Grand Jury needs to actively follow this process. (Child Welfare Redesign). A member of the Grand Jury should attend the CICC meetings, to be aware of how the redesign proceeds. The CICC agendas should be sent to the Grand Jury on an ongoing basis and should be given a copy of the final Redesign Plan, and an overview presentation by an HRA management team.

RESPONSE: The HRA concurs with this recommendation and appreciates the Grand Jury's interest in this important effort to improve mandated services to children and families. A copy of the monthly CICC meeting notices and proposed agendas will be forwarded to the Grand Jury (P.O. Box 1023) beginning in September 2004. The Grand Jury will also be given a copy of the final Redesign Plan (when completed) and provided with an overview presentation of the plan by the HRA management team if requested by the 04/05 Grand Jury. *The final Redesign Plan was received by the 2004/2005 Grand Jury in February of 2005.*

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn Medical Center Administration / Glenn County Board of Supervisors

REPORT NUMBER: # 04-20

RECOMMENDATION: The Grand Jury should review quarterly progress reports on the process of separation from Enloe Medical Center. Grand Jury members should also attend foundation meetings and meet with the administrator on a quarterly basis. The administration should provide progress reports to the Grand Jury.

RESPONSE: Letter dated 07/19/2004

In accordance with reporting requirement, please find Glenn Medical Center's responses to the 2003-2004 Glenn County Grand Jury Final Report. Representatives from Bill Casey and Associates and Glenn Medical Center Administration meet with the Board of Supervisors on a quarterly basis with updates regarding the facility. Minutes of these quarterly updates are available for the Grand Jury. Should the Grand Jury wish to meet separately with Bill Casey and Associates and the hospital administration, a quarterly meeting could be scheduled to discuss the Enloe separation issue. Glenn Medical Center would be happy to host this meeting following direction from the Grand Jury. With respect to the newly formed Glenn Medical Center Foundation, I have asked the Foundation Board to contact the Grand Jury to advise as to the Foundation's meeting schedule. I am sure the Foundation Board would welcome attendance by Grand Jury members to hear the progress and plans of the Foundation. The Hospital Administrator would also attend this meeting. Mr. Vern Roberts, Foundation Board Member, will contact Mr. Calonico to share the Foundation's meeting schedule.

Glenn Medical Center is committed to providing quality health care services throughout the County and looks forward to working with the Grand Jury.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: C.K. Price School

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE:

C.K. Price will be refitted with anti-intruder locks during the “04/05” school year. The Team Concept will be continued for the “04/05” school year. This program became effective once permanent employees were on the job and retraining had taken place. The program will be monitored for effectiveness.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Capay Joint Union Elementary School

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE: Letter dated 08/19/04

The school has received a quote of \$7162.31 from Johnny's Lock and Safe. This does not include keying and master keying of all locks. Also, the District is in the process of applying for Financial Hardship Modernization money. If approved, these state funds could be used to cover the cost of installing the locks.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Board of Supervisors

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE: The Board concurs with the recommendations of the Grand Jury, however, the Board has no jurisdiction over the school districts.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County School Board, Willows Unified School Board, Willows High School, Willows Intermediate School, Willows Elementary School, Office Of Education

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE:

It is always a pleasure to work with the members of the Grand Jury. This year the focus for the education community was to review progress of the 2002-2003 Grand Jury recommendation for intruder prevention and other school operations and to determine the authority of the Superintendent. Over the years progress has been made in the area of school safety. We have a countywide disaster preparedness plan, and the individual school districts have plans for a variety of contingencies. We have met with law enforcement and the office of emergency services to talk about potential problems and their solutions.

Your committee did a thorough job of reviewing the Superintendent's authority. AB 2756 was just passed which extended the AB 1200 budget oversight for districts. We are currently determining what this will entail. Under recommendation for the 2004 year you encouraged schools to use the grant writer and apply for grants. With tight budgets I would heartily endorse looking for extra grant funding. Unfortunately our county grants writer is currently working on facilities and will not be available until we complete the funding cycle for building projects. When those are completed we will return to our grantsmanship. Thank you for your work and dedication to the children of Glenn County.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Hamilton Elementary School

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE: Letter dated July 28, 2004

The 2002-2003 Grand Jury report recommended that locks were to be installed on all doors to enable personnel to lock the doors from the inside.

In May, 2004, at considerable expense our district installed an “inside locking system” on all doors in all schools in our district. All exterior doors are now compliant not only with the Grand Jury recommendations but also with the Americans with Disabilities Act and the State Fire Marshall.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Hamilton Union School District

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE: Letter dated August 10, 2004

Regarding the third recommendation: Retrofitting all doors that fall into this category with locking devices which are approved by the State Fire Marshall will cost the District approximately \$20,000.00. This expense is not reflected in the District's current budget. The District will pursue obtaining a matching funds JPA Safety Grant. If the District is successful in obtaining a grant, \$10,000.00 will be applied toward retrofitting during the school year 2005-2006. If succeeding grant applications are forthcoming, an additional and final \$10,000.00 will complete the project during the school year 2006-2007. If the District is not successful in obtaining JPA grant funding, it will be necessary to phase in the retrofitting over a longer period.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Lake School

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE: Letter dated 07/23/04

I discussed the findings with our Board of Trustees and wish to report on the things we will be doing this year to address their findings:

We will check to see that all door hardware meets the latest state codes.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Mill Street School

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE: The team concept for custodial work was developed because the custodian at one of the schools retired and was not replaced. There was not a smooth transition to concept due to the necessity of retraining and the long-term absence of two employees. After permanent employees were hired and employees adapted to their new work environment, the program became successful. The team concept will be monitored to be sure the kinks have been worked out.

Safety money has been budgeted to install such locks at C.K. Price and Mill Street School.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Orland Unified School District

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE: The team concept is not used for maintenance only cleaning. The concept is workable but was hamstrung by the long-term absence of two employees. The program was running smoothly and effectively the last two months of school.

As part of the modernization of Fairview School, anti-intruder locks were installed on all classroom doors. Audio-visual curtains have been installed and can be drawn in the event an intruder is on campus. The high school already has the anti-intruder locks installed. Safety money has been budgeted to install such locks at C.K. Price and Mill Street.

2004-2005 GRAND JURY REVIEW OF RESPONSE:
Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Plaza School

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE: Letter dated 08/25/04

The Plaza School District is about to begin a construction program that will replace some of our older portable classrooms and administrative offices. I anticipate the start of construction in late July and a completion date of about December of 2004. After the District completes their project the County Office of Education will begin work on a new 3500 square foot structure on our campus with a completion date near the end of the 2004-2005 school year. Some of the findings expressed in the report will be addressed during construction.

Door locks - once again, new construction will be up to the latest state codes and should be adequate for protection of staff and students.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Princeton Unified School District

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE:

The District agrees with this finding. The District will comply with the requirements outlined in the California Public Contract Code to install the new locks. However, these requirements may not necessarily require the District to undertake the competitive bidding process to complete these project. Please note that prior to the Grand Jury's issuance of its report, the District was already in the process of obtaining estimates from appropriate contractors to replace all classroom door locks at the Elementary School and the Jr./Sr. High School.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Stoney Creek Unified School District

REPORT NUMBER: # 04-21

RECOMMENDATION: Re-evaluation of the Team Concept of school grounds care. All classrooms need inside/outside door locks for the protection of our children.

RESPONSE:

Stoney Creek School District, page 21, is actually Elk Creek High and Elementary School (K-6), page 32 of 2003-2004 Grand Jury Report.

2004-2005 GRAND JURY REVIEW:

Report on page 21 recommends the re-evaluation of the Team Concept of school grounds care and that all classrooms need inside/outside door locks for the protection of our children.

Report on page 32 states that Elk Creek High School's and Elementary School's kitchens, bathrooms and grounds are very clean and well kept and that all doors lock from the inside and NO RESPONSE IS REQUIRED.

Therefore, Stoney Creek School District (Elk Creek) need not respond to maintenance and door lock issues requested on page 21.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Plaza School

REPORT NUMBER: # 04-22

RECOMMENDATION: Fencing the school ground perimeter and provide control gates. Install locks on doors for intruder prevention.

RESPONSE: Letter dated August 25, 2004

Need for fencing - The area in question has a new classroom being constructed nearby and heavy equipment will be in and out of the area. After construction is complete the fencing will be evaluated and replaced as needed.

Door locks - once again, new construction will be up to the latest state codes and should be adequate for protection of staff and students.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Office of Education / Glenn County School Board

REPORT NUMBER: # 04-22

RECOMMENDATION: Fencing the school ground perimeter and provide control gates. Install locks on doors for intruder prevention.

RESPONSE: Letter dated July 20, 2004

Over the years progress has been made in the area of school safety. We have a countywide disaster preparedness plan, and individual school districts have plans for a variety of contingencies. We have met with law enforcement and the office of emergency services to talk about potential problems and their solutions.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Lake School

REPORT NUMBER: # 04-23

RECOMMENDATION: Install locks on doors for intruder protection.

RESPONSE: Letter dated July 23, 2004

Door locks - We will check to see that all door hardware meets the latest state codes.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Office of Education / Glenn County School District

REPORT NUMBER: # 04-23

RECOMMENDATION: Install locks on doors for intruder protection.

RESPONSE: Letter dated July 20, 2004

Over the years progress has been made in the area of school safety. We have a countywide disaster preparedness plan, and individual school districts have plans for a variety of contingencies. We have met with law enforcement and the office of emergency service to talk about potential problems and their solutions.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Mill Street School

REPORT NUMBER: # 04-24

RECOMMENDATION: Re-evaluate the Team Custodial Concept for the keeping of the grounds and classrooms. Install door locks for intruder protection. Determine if buildings contain any lead-based paint and remove lead-based paint.

RESPONSE:

The API test scores at Mill Street are an impressive 726. This score equates to a rank of five on a 10-point scale compared to all California elementary schools. Compared to schools with similar demographics, Mill Street ranks a seven out of a possible ten. A researched based-approach and data-driven instruction will take the scores even higher. I issued a safety memo to all Mill Street staff urging them to remove all combustible material from the vicinity of heating units. A work order has been written regarding an inspection of outlets in the library floor. A work order has also been submitted to repair faulty faucets and drinking fountains. Flaking paint has been removed from the cafeteria walls and the entire building has been repainted. Anti-intruder locks are scheduled for installation within the next two years. The team concept for custodial work was developed because the custodian at one of the schools retired and was not replaced. There was not a smooth transition to the new concept due to the necessity of retraining and the long-term absence of two employees. After permanent employees were hired and employees adapted to their new work environment, the program became successful. The team concept will be monitored to be sure the kinks have been worked out.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Office of Education / Glenn County School Board

REPORT NUMBER: # 04-24

RECOMMENDATION: Re-evaluate the Team Custodial Concept for the keeping of the grounds and classrooms. Install door locks for intruder protection. Determine if buildings contain any lead-based paint and remove lead-based paint.

RESPONSE:

As part of the modernization of Fairview School, anti-intruder locks were installed on all classroom doors. Audio-visual curtains have been installed and can be drawn in the event an intruder is on campus. The high school already has the anti-intruder locks installed. Anti-intruder locks are scheduled for installation within the next two years. Safety money has been budgeted to install such locks at C.K. Price and Mill Street.

Flaking paint has been removed from the cafeteria walls and the entire building has been repainted. The Team concept for custodial work was developed because the custodian at one of the schools retired and was not replaced. There was not a smooth transition to the new concept due to the necessity of retraining and the long-term absence of two employees. After permanent employees were hired and employees adapted to their new work environment, the program became successful. The team concept will be monitored to be sure the kinks have been worked out.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Fairview School

REPORT NUMBER: # 04-25

RECOMMENDATION: Re-evaluate the Team Custodial Concept for grounds and classroom maintenance. It is suggested that the principal apply for a grant to continue the GATE program.

RESPONSE: The Team concept is not used for maintenance, only cleaning. The concept is workable but was hamstrung by the long-term absence of two employees. The program was running smoothly and effectively the last two months of school. The team concept will continue with the newly hired staff for the 2004-2005 school year. The condition of the schools will be closely monitored for maintenance and cleanliness.

The GATE program was not eliminated. On the contrary, hiring two new and enthusiastic GATE coordinators has enhanced the program. The “aging” computers are Macs that some teachers prefer. Sixty new and reconditioned IBM compatible computers are replacing the old MACS for the 2004-2005 school year. Fairview is technically a Program Improvement School despite the fact that it met overall growth targets each year. One subgroup failed to meet the target in “00-01” and a different group failed in “01-02”. The school greatly exceeded their growth targets for the “02-03” school year in all groups but must remain a PI school until all groups meet the targets two years in a row. The new principal brought a new level of commitment to teaching standards and motivated students to do their best. When the scores come out for the “03-04” school year, I strongly suspect that Fairview will no longer be a PI school.

A work order to inspect and repair drinking fountains at Fairview School has been issued.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Willows High School

REPORT NUMBER: # 04-26

RECOMMENDATION: The school grounds and classrooms need cleaning. The kitchen needs a thorough cleaning.

RESPONSE: The cleaning issues in the kitchen and the classrooms have been addressed with the custodial staff. With the reduction of custodial time, classrooms are only cleaned every other day. The kitchen is cleaned every day and has received a thorough cleaning since the Grand Jury Report. With the assistance of the ASB organization, the grounds are now being cleaned regularly by the students. Administration is actively addressing campus beautification with students and staff. “Be proud of our school. Keep it clean” is the theme we’ve embraced at Willows High School.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Willows Superintendent of Schools

REPORT NUMBER: # 04-26

RECOMMENDATION: The school grounds and classrooms need cleaning. The kitchen needs a thorough cleaning.

RESPONSE: Due to financial constraints, the Willows Unified School District has been forced to reduce Custodial, Grounds and Maintenance personnel. I'm certain it is obvious that, with fewer personnel, it has been necessary that we prioritize our many tasks and complete those jobs that are most important. Believing it to be appropriate, the District has implemented an every-other-day classroom cleaning schedule. Specific areas, such as bathrooms, cafeterias/kitchens, offices and main hallways are cleaned at the end of every day, however. Although this schedule is far from ideal, it does provide for an adequate cleaning of all of our facilities. Strong emphasis is now placed on the staff and students cleaning up after themselves and, as a result less custodial time is required. In general, students throughout the district are being held more responsible for campus beautification and cleanliness.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Willows Intermediate School / Office of Education / Glenn County School Board

REPORT NUMBER: # 04-27

RECOMMENDATION: Install locks on doors to lock from inside for intruder protection. Replace playground bench.

RESPONSE: Currently the Willows Unified School District provides our site with a foam rubber device, for each classroom, manufactured and designed to allow access in and out of the classrooms while the door remains locked at all times. If an ALERT is activated, the device is pulled out from the inside, and the door automatically locks shut.

The District's Safety Committee and Site Administration pursues and reviews the safety of our students and staff on a regular basis.

A work order has been initiated to our Maintenance Department requesting the bench in question be removed and repaired.

2004-2005 GRAND JURY REVIEW OF RESPONSE:
Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Willows Elementary School / Glenn County School Board, Office of Education

REPORT NUMBER: # 04-28

RECOMMENDATION: The fence needs to be completed so that it encloses the entire playground.

RESPONSE: Murdock Elementary and Willows Unified School Districts like many other school districts are under very tight budget constraints. However, the Murdock administration in conjunction with the Superintendent and the Business Department of Willows Unified School District are exploring material, labor and equipment costs that would be necessary to fence the entire playground.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Capay School / Office of Education / Glenn
County School Board

REPORT NUMBER: # 04-29

RECOMMENDATION: Install locks on doors to lock from inside for intruder protection. Repair drinking fountain.

RESPONSE: In response to item #1, the school has received a quote of \$7,161.31 from Johnny's Lock and Safe. This does not include keying and master keying of all locks. Also, the District is in the process of applying for Financial Hardship Modernization money. If approved, these state funds could be used to cover the cost of installing the locks.

In response to item #2, our custodian has recently received the parts to repair the drinking fountain and the work should be completed within a matter of days.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Hamilton Elementary School

REPORT NUMBER: # 04-31

RECOMMENDATION: Install a flashing light or some other signal showing a school zone. Parents bring children to front of school instead of using Highway 45 as a drop-off. Install door locks that can be locked from the inside.

RESPONSE:

The District contacted the State of California Department of Transportation for advisement on the issue. Ann C. Murphy, PE of the District 3 office of Cal Trans, in a letter dated August 9, 2004, informed the District that we do not meet the minimum criteria for a “Flashing Beacon at a School Crossing.” Further, it was their recommendation that “...all access to SR 45 be eliminated.” This recommendation was accepted by the District and by Board action all public parking on school property adjacent to SR 45 is now prohibited.

At the District’s August Board meeting, the Board unanimously voted to close all parking on District property adjacent to Highway 45. Effective August 10, 2004 no staff or public parking will be allowed along Highway 45. Further, the Board has directed the Superintendent to have permanently locked all public gates on the west side of the campus adjacent to Highway 45.

Retrofitting all doors that fall into this category with locking devices which are approved by the State Fire Marshall will cost the District approximately \$20,000.00. This expense is not reflected in the District’s current budget. The District will pursue obtaining a matching funds JPA Safety Grant. If the District is successful in obtaining a grant, \$10,000.00 will be applied toward retrofitting during the school year 2005-2006. If succeeding grant applications are forthcoming, an additional and final \$10,000.00 will complete the project during school year 2006-2007.

If the District is not successful in obtaining JPA grant funding, it will be necessary to phase in the retrofitting over a longer period.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted with recommendation that the 2005-2006 Glenn County Grand Jury follow up on the JPA Safety Grant funding situation.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: C.K. Price Middle School

REPORT NUMBER: # 04-33

RECOMMENDATION: Locks that can be locked from the inside of the rooms need to be put on all doors. Paper towels are needed in the bathrooms. The Team Custodian Concept does not appear to be working as the grounds and some rooms need cleaning.

RESPONSE: C.K. Price will be refitted with anti-intruder locks during the "04-05" school year. The Team concept will be continued for the "04-05" school year. The program was effective once permanent employees were on the job and retraining had taken place. The program will be monitored for effectiveness.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Orland High School / Orland Superintendent of Schools

REPORT NUMBER: # 04-35

RECOMMENDATION: Provide for a Resource Officer on campus. Provide necessary personal products in the restrooms. Proof read curriculum for errors. Improve Freshman Orientation. Improve school security procedures.

RESPONSE: Safety is our primary concern and it involves a wide variety of actions over several years. First, the Orland Police Department did receive grants over the last three years that I know of to pay for a “Resource Officer” to be assigned to Orland High. The officer’s primary job was to be on-call for the town, but on regular times throughout the week they would check in with the Vice Principal and be visible on campus. This is the first year that the Resource Grant has not been available. However, the police are always promptly responsive whenever called during emergencies, just like any other citizen in Orland.

Second, whenever a student is being suspended for violence, drugs, theft, or weapons we call the police. In addition to the school suspension, we press charges with the police and the family has to answer to the courts/probation department.

Third, whenever a student is suspended, we strongly recommend to the parent that the students spend the days in our “Time-Out” room rather than go home. About 90% of all suspensions during the last three years have been “in-school”. We believe this prevents students from thinking they can get suspended and have a free day watching TV.

Fourth, our entire staff clearly understands that we are educators and have a responsibility to regularly counsel students about violence, safety, and other “character development” issues.

Fifth, our suspension rate was approximately 130 per year for both the 2001-2002 and 2002-2003 school years. In the entire 2003-2004 school year we had 63 suspensions. So it appears that with a strong “in-schools suspension process, a commitment to counseling, and a consistent use of police officers and the filing of charges, we have made the Orland High School campus much safer.

In addition, we do have a “Visitor Pass” process whereby all visitors who come to the office and need to stay on campus receive a “Pass” sticker to be placed on their shirt. Just last week (August 2004), I did order new signs of “Notice to Visitors”. The one we had was small and only in English. We will now have four, much larger, signs, in English and Spanish to be posted around the school. Staff has been instructed to welcome/question all strangers, but our two administrators and one part-time “Campus Security” aide do walk the campus and question all strangers immediately.

The Grand Jury statement that our Freshman Orientation “does not appear to provide substantial and useful information” is puzzling. This month we followed the basic organization of the past orientations and students appeared happy and interested and informed. We invited every freshman by mail and had welcome signs on the gym. I personally gave a 40 minute talk covering a wide variety of useful and substantial information. Student officers then led students to four different talks: Discipline and Rules, Academics and Diplomas, Athletics, and Activities and Clubs. Several clubs had separate booths in the main quad area. Snacks and drinks followed with school cheers led by class officers. Finally, on the first day of school, our student officers set up a “Lost Freshman” booth to help 9th graders.

If the Jury members have specific complaints or recommendations, I would greatly appreciate the advice.

Our maintenance staff does an excellent job of cleaning and re-supplying every bathroom everyday. Occasionally, as in most modern high schools, some students vandalize the bathroom during the day and staff is not informed.

I personally have discovered a few incidents over the years where a student has stuffed all the paper in the toilet and other acts.

We correct situations such as this immediately, once we are informed.

Also, we have and will continue to notify students through our daily bulletin to contact the office during the day whenever there are any problems with our bathrooms.

We will proof read our Curriculum Guide for errors.

We do have a procedure to assist students with prescribed medication during school hours.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Princeton Elementary and High School

REPORT NUMBER: # 04-36

RECOMMENDATION: Locks need to be installed for intruder protection.

RESPONSE: The District agrees with this finding. The District will comply with the requirements outlined in the California Public Contract Code to install the new locks. However, these requirements may not necessarily require the District to undertake the competitive bidding process to complete this project. Please note that prior to the Grand Jury's issuance of its Report, the District was already in the process of obtaining estimates from appropriate contractors to replace all classroom door locks at the Elementary School and the Jr./Sr. High School.

The recommendation will be implemented. This District has requested estimates from appropriate contractors to replace all classroom door locks at the Elementary School and the Jr./Sr High School. The District has applied for and received a \$7,000.00 grant from the Golden State Risk Management Authority's Loss Control Subsidy Fund. In addition, the Governing Board of the District has approved the District's Five-Year Deferred Maintenance submitted to the State of California for approval. Upon receipt of the State approval, which is expected within the next two or three months, the District will proceed with the project. The project's anticipated completion date is prior to the end of the 2004-2005 school year.

2004-2005 GRAND JURY REVIEW OF RESPONSE:
Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Hamilton High School

REPORT NUMBER: # 04-38

RECOMMENDATION: Install locks on doors that will lock from the inside to prevent intrusion.

RESPONSE: In May, 2004 at considerable expense our district installed an “inside locking system” on all doors in all schools in our district. All exterior doors are now compliant not only with the Grand Jury recommendation but also with the Americans with Disabilities Act and the State Fire Marshall.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Superintendent of Schools

REPORT NUMBER: # 04-40

RECOMMENDATION: Encourage all schools to use the grant writer and apply for all grants available.

RESPONSE: With tight budgets I would heartily endorse looking for extra grant funding. Unfortunately our county grants writer is currently working on facilities and will not be available until we complete the funding cycle for building projects. When those are completed we will return to our grantsmanship.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Board of Supervisors

REPORT NUMBER: # 04-42

RECOMMENDATION: Senior Nutrition Center

This program should be kept in the County for the benefit of the senior citizens. If at all possible Glenn County should continue to contribute to this program. Colusa County should contribute to this fund for its seniors.

RESPONSE: The Board agrees that this is an essential program to our senior citizens of Glenn County. The program is funded by the Federal Department of Agriculture, and administered by the County Office of Education. The Board has contributed to this program in the past as funding was available, however, due to reduced funding from the State, the Board of Supervisors were unable to contribute this fiscal year. As funding increases to the County, the Board will review for possible contributions in the future.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Willows Superintendent of Schools

REPORT NUMBER: # 04-43

RECOMMENDATION: Follow up for the installation of locks on all doors. Follow up for maintenance at the High School.

RESPONSE: Letter dated August 26, 2004

1) Installation of door locks

Currently, all exterior classroom doors have locks that can only be activated from the outside. In order to have the capability of securing the doors from the inside, entire new lock assemblies would have to be purchased and installed. As the cost of commercial grade door lock hardware is very expensive, it would be prohibitive to complete such as task during this time of tremendous financial uncertainty that exists in the State of California. Efforts will be made, however, to replace any existing old, irreparable locks with new hardware that permits securing all exterior doors from the inside.

In addition, please be informed that rubberized “Door Blocks” continue to be purchased for all exterior classroom doors. Their installation allows the teacher to lock his/her door at all times, yet still allows students to have access to the classroom. In case of an alert of an intruder on campus, the Door Blocks can be quickly released from the inside, this permitting the door to be pulled shut.

2) Maintenance of Willows High School

Due to financial constraints, the Willows Unified School District has been forced to reduce Custodial, Grounds, and Maintenance personnel. I’m certain it is obvious that, with fewer personnel, it has been necessary that we prioritize our many tasks and complete those jobs that are most important. Believing it to be appropriate, the District has implemented an every-other day classroom cleaning schedule.

Specific areas, such as bathrooms, cafeterias/kitchens, office and main hallways are cleaned at the end of every day, however. Although this schedule is far from ideal, it does provide for an adequate cleaning of all of our facilities. Strong emphasis is now placed on the staff and students cleaning up after themselves and, as a result, less custodial time is required. In general, students throughout the District are being held more responsible for campus beautification and cleanliness.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Board of Supervisors

REPORT NUMBER: # 04-46

RECOMMENDATION: TAGMET The Board of Supervisors needs to contact California State Legislators and impress upon them the need for more TAGMET funding and completion of CHP retraining well before the end of the two-year moratorium.

RESPONSE:

TAGMET is funded by Federal drug enforcement money funneled through the State, whereby the Board of Supervisors has no control. However, the Board can continue dialog with Federal representatives to ensure a continuing program. In addition, the CHP is continuing drug interdiction by means of the traffic interstate system. Therefore, the Board again has no control of CHP retraining.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Board of Supervisors

REPORT NUMBER: # 04-49

RECOMMENDATION: Hazmat Obtain adequate HAZMAT clothing for emergency staff.

RESPONSE: Through Homeland Security Funds, the Office of Emergency Services is purchasing HAZMAT clothing for fire personnel. At the present time, until fire services are adequately clothed, the Sheriff's Office will maintain its function providing traffic control only.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Probation Department - Jane Hahn Juvenile Hall

REPORT NUMBER: # 04-50

RECOMMENDATION: Surveillance equipment should be updated as soon as possible. Secure and install lock on access door to overhead maintenance area. Complete landscaping of outside exercise area to screen viewing outside of the juvenile exercise area.

RESPONSE: All cameras and other required equipment have been ordered and will be installed by mid-September. This project was delayed due to budgetary constraints.

Locks on access door to overhead maintenance area- installed.

Exterior landscaping - Seth Roach, a potential Eagle Scout, has volunteered to complete the landscaping for Juvenile Hall as his project. He has developed plans, drawings, and donation letters, as well as, given presentation in the community. He plans to complete his Eagle Scout project by the end of September, 2004.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Board of Supervisors / Department of Public Works

REPORT NUMBER: # 04-53

RECOMMENDATION: Airports The Public Works department should undertake a study to determine the costs to fence the airport property and provide keyless access points for authorized personnel. The Public Works department should look into Federal and State Grants to provide money for perimeter fencing. The County Board of Supervisors should provide for the matching funds to install the perimeter fencing.

RESPONSE: Funds have been allocated for partial fencing at the Orland Airport. Grants were also applied for at the Willows Airport for security.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Department of Public Works

REPORT NUMBER: # 04-54

RECOMMENDATION: Taxi Ticket Sales The Public Works Director should try to secure a location for the sale of taxi tickets. They could be sold at other County offices in town or, perhaps, the Willows City Hall. They are sold at the City Hall in Orland.

RESPONSE: The sale of taxi tickets in Willows had been at the Public Works Department for several years when housing of Planning forced the Glenn Transit Service to relocate. When space became available, Glenn Transit Service moved back to its historic location. Willows taxi tickets were sold at additional locations. One was a non-profit, but there were fiscal problems associated with this location. Taxi tickets were sold at Willows City Hall, however City staff support was and is limited in numbers to adequately provide the service of taxi ticket sales. Glenn Transit Service has a mail order program for taxi tickets. The patron mails the request form with payment and the request is processed the same day or the next business day at the latest. The patron receives a new mail order form with an address return label with the taxi tickets to facilitate reordering. Taxi patrons also have the option to purchase tickets with debit cards or credit cards at the Public Works Department location. This option was not available at the downtown location because of costs for the individual program. With relocation back to Public Works, stricter adherence to the adopted policies and the about mentioned improvements, we feel the public is being adequately served. Also, the Transportation Commission and the Social Services Transportation Advisory Council are now satisfied with the ticket sale program.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Department of Public Works

REPORT NUMBER: # 04-56

RECOMMENDATION: Glenn County Solid Waste Landfill The Glenn County Public Works Department should continue with the proposal as outlined and resolve any environmental issues raised by State and Federal regulators. The Department of Public Works staff and Board of Supervisors should explore the potential for alternative means of financing land purchases, as for example, State, or Federal grants.

RESPONSE: Letter dated July 2, 2004

The Glenn County Department of Public Works has prepared the following response to the Glenn County Grand Jury's report regarding the expansion of the County's landfill. Since Public Works staff last met with the Grand Jury, much has happened with the landfill expansion proposal.

The Environmental Impact Report (EIR) referred to in the Grand Jury's report has been put on hold. The California Regional Water Quality Control Board's (RWQCB) concerns over leach-ate production have strengthened. While the County has yet to receive any formal notification that a vertical expansion is categorically disallowed, Water Board actions at both the Regional and the State levels strongly indicate that vertical expansion of an unlined landfill is very unlikely.

In March of 2004, Public Works summarized the status of various regulatory activities involving the landfill. A copy of this report is attached. Briefly, there are three major areas of work to be accomplished. First, the acquisition of the landfill site and surrounding buffer will be aggressively pursued. Second, a consultant will be hired to develop a "Solid Waste Operations Long Term Plan". This will analyze current needs and regulations to determine what is the appropriate long-term waste disposal plan for the County, including consideration of costs.

This in turn will allow the completion and updating of various supporting documents and permits. Third, a new environmental review will need to be done based on what the Long Term Plan determines is the best way to dispose of solid waste for Glenn County. The remainder of the summary discusses minor operational issues.

Solid Waste Division staff is currently fine-tuning the priorities listed in the summary with the Local Enforcement Agency (LEA) and the California Integrated Waste Management Board (CIWMB). Tipping fees were raised substantially early in 2004 to pay for all of this work over an approximately 7-year period at an estimated cost of about \$1.3 million. However, this time frame may be compressed at the direction of regulators. Staff is still pursuing possible grants to fund as much of these costs as possible.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Provident Irrigation District Board of Directors

REPORT NUMBER: # 04-58

RECOMMENDATION: The District should list its phone number in both Glenn and Colusa County directories. A clearly defined Emergency Procedures Manual should be prepared, delineating chain of command, phone numbers and addresses of various emergency facilities in both counties. A designated employee should be charged with keeping it current.

RESPONSE:

No response received as of April 1, 2005.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Princeton-Cordora-Glenn Irrigation District
(PCGID)

REPORT NUMBER: # 04-60

RECOMMENDATION: The District should list its phone number in both Glenn and Colusa County Directories. An Emergency Procedures Manual should be prepared, clearly delineating chain of command, phone numbers and locations of various emergency facilities in both Counties. A designated employee should be charged with keeping it current. District management should obtain a copy of OSHA standards for handicap access requirements and assure their facilities are in compliance.

RESPONSE:

No response received as of April 1, 2005

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Board of Supervisors

REPORT NUMBER: # 04-61

RECOMMENDATION: Site 48 The Glenn County Board of Supervisors should review their goals for “Site 48” and obtain a recommendation through an independent study or staff review to determine if the property is needed as a park, and if not, it should be made available for other public uses or sold to deter “maintenance and liability costs”. Vehicles and parts should be removed.

RESPONSE: The Board of Supervisors concurs with the recommendation of the Grand Jury. However, the Board has not made a determination as yet if this is a viable park site. The County is currently looking at it along with other county owned property to determine if it should be declared “surplus” property and sold.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Public Works

REPORT NUMBER: # 04-62

RECOMMENDATION: William B. Ide Monument and Monroeville Cemetery

Should the historic site become more popular, the parking lot should be completed and a “Caution 5mph” sign should be placed on the approach to the farmyard.

RESPONSE: GLENN COUNTY PUBLIC WORKS:

I have reviewed your final report and noted that Glenn County Public Works Department was listed as the responsible Department for responses on the following items that are not under its jurisdiction:

William B. Ide Monument
Monroeville Cemetery

RESPONSE FROM BUILDING DEPARTMENT: I concur with the recommendation to improve the parking area should the site become more popular.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Board of Supervisors

REPORT NUMBER: # 04-63

RECOMMENDATION: Walker Creek Park

The site should be fenced to keep trash dumpers off the property. The Glenn County Board of Supervisors should review their goals for the site and obtain a recommendation through an independent study or staff review to determine if the property is required as a park, and if not, it should be de-listed and made available for other public uses or sold to deter maintenance and liability costs.

RESPONSE: The Board concurs with the recommendation of the Grand Jury. The County is currently reviewing this site along with other property. This site will most likely be determined to be “surplus” and sold.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Public Works

REPORT NUMBER: # 04-64

RECOMMENDATION: Site 21 Park

A.) A small 4-6 car parking space and turn around should be provided at the east levee toe.

B.) A warning sign noting potential park hazards - for example, poisonous snakes, poison oak and a warning against swimming due to swift current and uncertain footings should be posted.

RESPONSE:

GLENN COUNTY PUBLIC WORKS:

I have reviewed your final report and noted that Glenn County Public Works Department was listed as the responsible Department for response on the following items that are not under its jurisdiction: Site 21 Park

I will forward a copy of this letter to the Glenn County Buildings and Grounds Department for reference.

GLENN COUNTY BUILDINGS & GROUNDS DEPARTMENT:

On May 14, 2004, the Valley View Conservation Camp was hired to remove trees and overgrowth and provide for an improved parking area. In addition, a sign was purchased to designate the Sacramento River fishing access. We will be installing the sign in the very near future. In some cases identifying unforeseen hazards only adds to an agency's liability. Therefore, I will be contacting the Golden State Risk Management Association (GSRMA) for advice and possible language on the matter of potential hazards at Site 21 Park.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Public Works

REPORT NUMBER: # 04-65

RECOMMENDATION: Orland Memorial Hall and Park
Ongoing plan for modernizing and upgrading the building, including assuring ADA standards are met, should continue.

RESPONSE:

GLENN COUNTY PUBLIC WORKS:

I have reviewed your final report and noted that the Glenn County Public Works Department was listed as the responsible Department for response on the following items that are not under its jurisdiction:

Orland Memorial Hall and Park

I will forward a copy of this letter to the Glenn County Buildings and Grounds Department for reference.

GLENN COUNTY BUILDINGS and GROUNDS DEPARTMENT:

On June 1, 2004, with the recommendation of the County Facilities Planning Committee, a list of Prop. 40 Per Capita Grant Funding projects with estimated costs were proposed and approved by the Glenn County Board of Supervisors. Included in this list of projects is to improve the method of ingress/egress to meet ADA requirements, install exit and emergency lighting, and enlarge/remodel restrooms with new ADA compliant facilities and fixtures. An estimated cost of \$85,000.00 has been designated for improvements to the Orland Memorial Hall and park.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Public Works / Glenn County Board of Supervisors

REPORT NUMBER: # 04-66

RECOMMENDATION: Ord Bend Park and Boat Ramp
Budget for and schedule a parking lot chip and seal project.

RESPONSE:

GLENN COUNTY PUBLIC WORKS:

I have reviewed your final report and noted that Glenn County Public Works Department was listed as the responsible Department for response on the following items that are not under its jurisdiction:

Ord Bend Park and Boat Ramp

I will forward a copy of this letter to the Glenn County Buildings and Grounds Department for reference.

GLENN COUNTY BUILDINGS and GROUNDS DEPARTMENT:

On June 1, 2004, with the recommendation of the County Facilities Planning Committee, a list of Prop. 40 Per Capita Grant Funding projects with estimated costs were proposed and approved by the Glenn County Board of Supervisors. Included in this list of projects is to upgrade the parking lot and walkway surfaces around the rest room for ADA compliance, add additional lighting, upgrade the irrigation system to improve efficiency and improve the boat ramp area. An estimated cost of \$88,000.00 has been designated for improvements to the Ord Bend Park and Boat Ramp.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Public Works

REPORT NUMBER: # 04-67

RECOMMENDATION: Memorial Hall Park, City of Willows

A study should be initiated to determine how best to maximize park use, then plan for and budget for the construction and/or addition of necessary facilities. A sidewalk should be added along the east park boundary to enhance safety when entering or leaving a parked vehicle and to discourage pedestrians from walking in the street.

RESPONSE:

GLENN COUNTY BUILDINGS and GROUNDS DEPARTMENT

With a recent reduction in Building Service staff and the department's budget a study to maximize park use is unlikely at this time. However, we do have an open door policy and welcome comments for consideration. Recently, a member of the Boy Scouts of America, for the purpose of obtaining an Eagle Badge, installed a number of benches for the community's enjoyment. In addition, a member of the community requested this installation of a drinking fountain at this site.

On June 1, 2004, with the recommendation of the County Facilities Planning Committee, a list of Prop. 40 Per Capita Funding projects with estimated costs were proposed and approved by the Glenn County Board of Supervisors. Included in this list of projects is the installation of and ADA compliant drinking fountain. An estimated \$5,000.00 has been designated for improvements to the Willows Memorial Park.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Public Works

REPORT NUMBER: # 04-68

RECOMMENDATION: Hamilton City Park

Place a wire backstop between the basketball court and adjacent street to prevent children from chasing loose balls into and recovering them from the roadway.

RESPONSE:

GLENN COUNTY PUBLIC WORKS:

I have reviewed your final report and noted that Glenn County Public Works Department was listed as the responsible Department for response on the following items that are not under its jurisdiction:

Hamilton City Park

I will forward a copy of this letter to the Glenn County Buildings and Grounds Department for reference.

GLENN COUNTY BUILDINGS and GROUNDS DEPARTMENT:

On June 1, 2004, with the recommendation of the County Facilities Planning Committee, a list of Prop. 40 Per Capita Grant Funding projects with estimated costs were proposed and approved by the Glenn County Board of Supervisors. Included in this list of projects is to replace and/or install ADA compliant sidewalks, construct a 50-foot diameter gazebo, run all underground electric, install new lighting, upgrade the playground area and replace the basketball court in a manner that prevents loose balls from escaping into the street. An estimated \$90,000.00 has been designated for improvements to the Hamilton City Park.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Public Works

REPORT NUMBER: # 04-69

RECOMMENDATION: Butte City Boat Ramp

The County maintenance personnel should continue with lighting and surveillance camera installation. Planning and future budgeting should be continued for aged facilities replacement.

RESPONSE:

GLENN COUNTY PUBLIC WORKS:

I have reviewed your final report and noted that the Glenn County Public Works Department was listed as the responsible Department for response on the following items that are not under its jurisdiction:

Butte City Boat Ramp:

I will forward a copy of this letter to the Glenn County Buildings and Grounds Department for references.

GLENN COUNTY BUILDINGS and GROUNDS DEPARTMENT:

The Building Services Department has been working with the GSRMA to utilize funding made available by the Loss Control Subsidy Fund to cover the costs of lighting and camera installation at the boat ramps. This program provides a 50/50 match for improvements that reduce the County's liability and provide a safer environment.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted.

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Bayliss Library and Park / Glenn County Public Works Department

REPORT NUMBER: # 04-70

RECOMMENDATION: Assure future construction includes appropriate ADA requirements to meet the needs of the handicapped.

RESPONSE:

GLENN COUNTY BUILDINGS and GROUNDS DEPARTMENT:

On June 1, 2004, with the recommendation of the County Facilities Planning Committee, a list of Prop. 40 Per Capita Grant Funding projects with estimated costs were proposed and approved by the Glenn County Board of Supervisors. Included in this list of projects is the restoration of the library. An estimated cost of \$195,000.00 has been designated for improvements to the Bayliss Library and Park. On November 2, 2001, Keith Hansen and Jackie Billings represented the County with a request for nomination of the Bayliss Library to the California Point of Historical Interest list. The State Historical Resources Commission approved the request and formally designated the building as a California Point of Historical Interest. All attempts will be made to restore the facility to its original state while meeting ADA compliance issues. An investigation of the Library's original documents included a park area. It is our intent to include this improvement in our restoration project.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted

**2004-2005 Glenn County Grand Jury
Evaluation of Responses To
2003-2004 Glenn County Grand Jury Report**

DEPARTMENT NAME: Glenn County Board of Supervisors

REPORT NUMBER: # 04-71

RECOMMENDATION: Hambright Creek Flooding

Since the creek property is privately owned, and as such the maintenance is the responsibility of the owners, a drainage district should be formed to maintain the channel. Furthermore because of the County's interest in the integrity of their bridge crossings on the creek they should supervise the maintenance of the channel for the district.

RESPONSE:

The Board agrees with this determination, however the formation of a drainage district must come from the landowners. If a determination by the landowners is made to form a district, the County will assist them in the formation. The Public Works Department regularly monitors any work to ensure bridge integrity.

2004-2005 GRAND JURY REVIEW OF RESPONSE:

Response accepted