

**2005 — 2006**

**Glenn County  
Grand Jury**

**Final Report**



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**2005-2006 GLENN COUNTY GRAND JURY**  
**P.O. Box 1023**  
**Willows, Ca. 95988**

June 16, 2006

The Honorable Angus I. Saint-Evens  
Presiding Judge  
Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, Ca. 95988

Dear Judge Saint-Evens

In compliance with California Penal Code, Section 933, the 2005-2006 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 performed investigations and served as a Civil Jury considering a variety of complaints.

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

The members of the 2005-2006 Glenn County Grand Jury are honored to have had the opportunity to be of service to Glenn County. We sincerely hope our efforts are received as a positive contribution.

Sincerely,



Robert Banfill, Foreperson

Glenn County Grand Jury, 2005-2006

**2005-2006 GLENN COUNTY GRAND JURY MEMBERS**

Claire Arano - *Foreperson Pro Tempore - Committee Chair*

Robert Banfill - *Foreperson*

April Bennett

Dennis Champagne - *Sergeant At Arms*

Phil Crandall

Cole Cross

Rodney Else

Barbara Estes - *Committee Chair*

Patricia Faver - *Secretary*

Stephen Barnes

Robert Greer

Pamela Harris - *Committee Chair*

Robert Kennedy

Nora Paiva - *Committee Chair*

Marjorie Palmer - *Committee Chair*

Stephanie Poldervaart

Donna Settle - *Committee Chair*

MaryEllen Smith

James Tollett

II

## **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 applicants. 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 Grand Jury. At the end of the term (June 30<sup>th</sup>), 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 findings. The response shall specify the part of the findings that are 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 6 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 a 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 findings 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 with 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.

**2005-2006**

**GLENN COUNTY GRAND JURY**

**FINAL REPORT**

**June 30<sup>th</sup>, 2006**



**2005-2006 Glenn County Grand Jury  
Final Report  
BAYLISS PUBLIC LIBRARY**

**I. PURPOSE:**

To investigate deterioration of the Bayliss Library, a designated historical landmark.

**II. BACKGROUND:**

The Bayliss Library is operated by the City of Willows. The actual building is owned and maintained by the County of Glenn.

**III. FINDINGS:**

During the first trip, the Grand Jury noted the outside of the library near the front door had paint peeling down to the bare wood and the ceiling inside had paint peeling and water marks from probable roof leakage. (See exhibit A) The Bayliss Librarian said none of the repairs have yet been made as they are waiting for funds from the state which were designated to restore the library. The original amount was \$195,000. Part of the restoration plan is to replace some windows, the front double doors and hardwood flooring. A handicap access is also part of the plan and will be located in the back of the building.

The Grand Jury met with the buildings and grounds division. Monthly inquiries have been made by the division in an attempt to determine exactly when the funds expected for the Bayliss Library restoration will be received. The State Department of Parks and Recreation continues to ask for more information which is delaying the payment of the funds in question. There has also been a turnover in staff at the State level which has added to the problem. The Grand Jury was informed there was no way to know exactly when the State would provide the funds which have already been approved.

The total amount currently allocated is now \$201,500.

The Grand Jury related their concern that the outside of the library building would be damaged in rainy weather during the winter season of 2006 as bare wood is currently exposed to the elements.

Approximately 1 week following the second inspection, the Grand Jury was

informed that a maintenance worker had been out to check on the building following our concerns regarding the bare wood exposure. The Grand Jury was informed the building would be painted the following week.

As of November 23<sup>rd</sup>, 2006, the Bayliss Library had been painted in the areas where peeling had occurred exposing bare wood.

**IV. CONCLUSIONS:**

The outside of the Library has been fixed temporarily but the restoration of this historic building still needs to be accomplished.

**V. RECOMMENDATIONS:**

Restore this historic building as soon as State funds are received. The 2006-2007 Grand Jury should follow up to see that the restoration process is accomplished before further deterioration occurs.

**VI. RESPONSE REQUIRED:**

Glenn County Board of Supervisors  
Bayliss Public Library

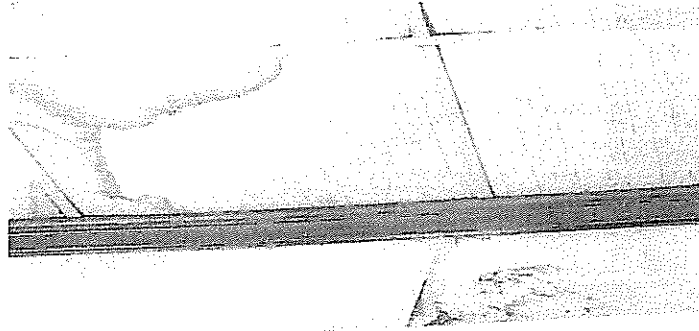


Exhibit A

**2005-2006 Glenn County Grand Jury  
Final Report  
CITIES / COUNTY TAX SPLITS**

**I. PURPOSE:**

To investigate if responses of city and county regarding Assembly Bill 8 Property Tax Splits are equitable.

**II. BACKGROUND:**

AB8 was implemented in 1979. It established a method of allocating property tax revenues between local governmental agencies. It was previously determined that Glenn County is in accordance with AB8 allocations.

**III. FINDINGS:**

The Grand Jury interviewed the Chairman and Executive Director of LAFCO to review responses of the cities of Willows and Orland and the county with regard to the AB8 tax split. The current city and county tax split trend is 50/50. LAFCO's only involvement occurs with a change of power, annexation or creation of a new district. Once the change has been presented to the Board of Supervisors or city councils responsible to approve the change, it is presented to LAFCO for approval. The Executive Director is currently working on a report but does not expect it to be completed until the end of the fiscal year. (06/30/2006)

**IV. CONCLUSIONS:**

An equitable AB8 tax split between cities and county must be agreed upon soon as this subject has been addressed in the 2004-2005 Grand Jury's Final Report without resolution.

**V. RECOMMENDATIONS:**

It is recommended the 2006-2007 Grand Jury follow up on the LAFCO report as growth is projected within the county and a conclusion to an equitable tax split must be determined in the best interest both cities and county.

**VI. RESPONSE REQUIRED:**

County of Glenn  
City of Willows  
City of Orland

**2005-2006 Glenn County Grand Jury  
Final Report  
GLENN COUNTY ADMINISTRATIVE MANUAL**

**I. PURPOSE:**

To update and make more useful the Glenn County Administrative Manual last distributed on June 8<sup>th</sup>, 2004.

**II. BACKGROUND:**

While conducting an investigation in response to a complaint, it became necessary for the Grand Jury to refer to the Glenn County Administrative Manual (distributed 6/8/04) for clarification

The Grand Jury referred to the manual as a reference source to attempt to solve investigative problems and answer questions which arose regarding policies and procedures of the County of Glenn.

**III. FINDINGS:**

The Glenn County Administrative Manual is vague in all areas. It is outdated and does not contain the substance necessary to produce guidelines and provide information to the Grand Jury, county government, or citizens in general, to conduct proper interviews and investigations, or provide answers to questions from the citizenry.

**IV. CONCLUSIONS:**

The Grand Jury attempted to research the Glenn County Administrative Manual to obtain answers to questions that arose in the course of interviews and investigations. The language contained in the manual was so vague as to be of no value and appeared to have been obtained and implemented from a boilerplate template with little or no relevance to Glenn County. Problems exist in the following areas, but are not limited to these specific examples:

1. Title 4, Purchasing Policies
2. Title 11, Chapter 4, Department Head Responsibility
3. Title 8, Conflict of Interest
4. Chapter 10, Personnel

**V. RECOMMENDATIONS:**

1. The Glenn County Board of Supervisors review and update the Glenn

County Administrative Manual, especially those Titles and Chapters cited herein.

2. Glenn County Counsel review and provide input into the update of the Glenn County Administrative Manual.
3. The Glenn County Board of Supervisors and Glenn County Counsel d review codes of counties of similar size for ideas that may be incorporated into the Glenn County Manual.
4. The updated manual be ready for completion and distribution in June of 2007.

**VI. RESPONSE REQUIRED:**  
Glenn County Board of Supervisors  
Glenn County Counsel

**2005-2006 Glenn County Grand Jury  
Final Report  
GLENN COUNTY DEPARTMENT OF PERSONNEL**

**I. PURPOSE:**

To bring into line, hiring practice for department heads and directors.

**II. BACKGROUND:**

The Grand Jury, in the course of their charge to interview various departments of Glenn County, found some irregularities in hiring practices and background checks of department heads and directors. The Grand Jury learned that not all department heads have been administered the oath of office.

**III. FINDINGS:**

The background checks of all prospective department heads and directors must be the most thorough and complete possible due to the levels of responsibility and the department oversight required of those individuals.

Areas of particular concern are budgetary capability, area of expertise, and employee supervision.

In the course of several interviews, it was found that the cost of a thorough and complete background check influenced the decision to do a cursory, third-party background check of an applicant via the internet at a cost of \$108.00.

**IV. CONCLUSIONS:**

Glenn County should invest in their prospective department heads, the necessary fund to complete a thorough background check commensurate with the expectations of the job. This will better serve the citizens of Glenn County and should help to preclude necessary actions in the future. At the end of the hiring process and upon the hiring of the applicant, the oath of office shall be administered to said applicant as is required by law.

**V. RECOMMENDATIONS:**

The Glenn County Board of Supervisors should establish a policy regarding thorough background checks of prospective Department Heads and Directors due to their levels of responsibility.

**VI. RESPONSE REQUIRED:**  
Glenn County Board of Supervisors  
Personnel Director



**2005-2006 Glenn County Grand Jury  
Final Report  
GLENN COUNTY BID PROCESS**

**I. PURPOSE:**

To ascertain through interviews the bidding process of contracts between Glenn County and outside parties.

**II. BACKGROUND:**

During an interview regarding the awarding of bid packages, the Grand Jury learned of irregularities in the bidding process.

**III. FINDINGS:**

A Request for Bid (RFB) was issued which contained a narrow window of opportunity for bidders to submit all the requested information and research for their bids to be considered.

The RFB was issued on day 1 with a deadline of day 14. Per the RFB, all requests for information were to be in writing. No questions would be answered over the phone or orally. Sealed bids had to be received by Glenn County no later than 12:00pm on day 14. This provided a two week window in which to receive the RFB via the United States Postal Service, do the necessary compilation of data, submit any questions in writing, receive the answers writing, and put together and submit a completed RFB.

**IV. CONCLUSIONS:**

The small 2 week window of opportunity precluded all but those with prior knowledge of the requirements of the RFB to get their package submitted in a timely manner and be considered.

The primary purpose of the RFB is to obtain for Glenn County the best bid package at the most economical cost to stretch limited available funds.

The secondary purpose of an RFB is to assure that the transaction is at "arms length", and there are no special favors. This helps maintain public trust in public officials.

**V. RECOMMENDATIONS:**

Regardless of the type of RFB being issued, the minimum time between

issuance and submission deadline should be established as no less than 30 days.

**VI. RESPONSE REQUIRED:**  
Glenn County Board of Supervisors  
Director of Public Works  
Glenn County Counsel

**2005-2006 Glenn County Grand Jury  
Final Report  
PUBLIC PENSIONS**

**I. PURPOSE:**

To clarify a letter received from Marin County Civil Grand Jury regarding Public Pensions. (See exhibit B)

**II. BACKGROUND:**

The 2005-2006 Glenn County Grand Jury received a formal letter from Marin County's Civil Grand Jury regarding public pensions and chose to interview Glenn County's Director of Finance to make an assessment of public pensions and health care costs and how they impact Glenn County.

**III. FINDINGS:**

The Grand Jury was informed that Cal Pers, which is a state-regulated entity, administers the pension fund. Employees receive 3% of their salary in the beginning and are fully vested at age 50. Upon retirement they receive pensions based on their highest 3-year salary period. Currently the employee's contributory share is 8%, and the County's is 7%. The total expense for the County is \$4,628,769. The County and its employees split health care costs.

**IV. CONCLUSIONS:**

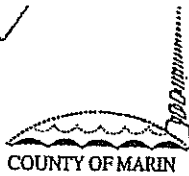
The Director of Finance is satisfied with the way things are run and does not foresee any problems in the future. He feels the cost of the employee pension is a fair and necessary expense for the County in order to recruit and/or retain qualified employees. The 2005-2006 Grand Jury agrees with this conclusion.

**V. RECOMMENDATIONS:**

None

**VI. RESPONSE REQUIRED:**

None



# MARIN COUNTY CIVIL GRAND JURY

Date: October 14, 2005  
To: Civil Grand Juries of California  
From: Catherine D. McKown, Foreperson <sup>CRM</sup>  
Marin County Civil Grand Jury, 2005/2006  
Re: Public Pensions – A Statewide Issue?

At the request of the Marin County Civil Grand Jury, I am writing to you on the issue of public employee pensions. We recognize that this action is unusual, but we believe public employee pensions is a statewide issue that impacts the fiscal health of counties and municipalities throughout the State of California.

The 2004/2005 Marin County Civil Grand Jury published a report entitled The Bloated Retirement Plans of Marin County, Its Cities and Towns. Two months later our local newspaper the *Marin Independent Journal* published a 3-day front page series highlighting the abuses and high costs of the pension plans of Marin County and its eleven municipalities. The combination of the Grand Jury report, editorials, and the newspaper series has grabbed the attention of local citizens and elected officials.

The crippling financial impact of public pensions and retiree healthcare obligations on municipal and county budgets is not unique to Marin. If you have not already done so, we encourage your Grand Jury to make an assessment of public pensions and retiree healthcare costs and their budget impact upon your county.

It is an interesting fact that a common response to our report by the local officials was to defer to statewide reform. While such a response might appear to be an easy answer that dodges responsibility, there is validity to a call for statewide reform. It is difficult for one county or one municipality to take the lead in reform.

We have listed the links to both the Grand Jury Report and the Marin Independent Journal series for your review. We have enclosed the first of the three articles that appeared in the paper for you to peruse. We urge you to determine if the citizens of your county would be well served by an investigation of public pensions in your county.

\* \* \*

Connection to Grand Jury Report:

[http://www.co.marin.ca.us/depts/GJ/main/cvgrjr/2004gj/RetirementReport\\_Final.pdf](http://www.co.marin.ca.us/depts/GJ/main/cvgrjr/2004gj/RetirementReport_Final.pdf)

Connection to Marin IJ series: <http://marinij.com/> (go down to near the bottom left of webpage under "Special Reports" ... click on the IJ's special Report ("Your Money, Their Pensions")

Enclosure: First of three articles on the pension report from the Marin IJ

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3501 Civic Center Drive, Room 303, San Rafael, CA 94903 • Tel. 415.400.6122

Exhibit B, page 1

On Nov. 21<sup>st</sup>. three of us on the finance committee interviewed Don Santoro the Finance Director regarding the "Marine County Grand Jury" request that all Grand Jury's "MAKE AN ASSESSMENT OF PUBLIC PENSION AND RETIREE HEALTH CARE COSTS AND THEIR BUDGET IMPACT UPON THE COUNTY", because Marine County "would like to call for a statewide reform" on these items.

After reviewing the Marine County concerns with Don Santoro we were satisfied that Glenn County is handling the public pension properly through PERS as is mandated by the state of CA. He explained that the employees retirement and health care costs to the county are part of their employment package.

It is a very expensive part of the budget costing the county 4 ½ million dollars annually. The state bills the county annually for the employees PERS retirement, after using an actuarial table to compute the costs vs the investment revenue, to determine the net amount due PERS each year.

The retiree health care costs are part of the employment package also. However at age 65 the health care cost stop when the person becomes eligible for Medicare.

Notes: PERS and retiree health care are part of doing business.

The peace officers have the highest PERS cost at 38% of the budget.

PERS is mandated by the state of CA

Exhibit B, page 2

**2005-2006 Glenn County Grand Jury  
Final Report  
PUBLIC EMPLOYEE SOCIAL SECURITY NUMBERS**

**I. PURPOSE:**

To interview the Glenn County Director of Finance regarding the release of county employee social security numbers to a local newspaper and follow up on the re-occurrence of this problem after informing the grand jury this would never happen again.

**II. BACKGROUND:**

The Glenn County Grand Jury met with Glenn County's Director of Finance on October 12<sup>th</sup>, 2005 after an article in a local newspaper stated that they had received an email which contained a hidden file with the social security numbers of county employees. A second meeting with this director was conducted in response to a report that there had been a second instance where the social security numbers of Glenn County employees had been released to another entity after the grand jury had been assured this problem would never happen again.

**III. FINDINGS:**

The finance director received a request from the newspaper for information under the California Public Records Act regarding the current Glenn County employee payroll list which included each employee by name, title and hourly rate of pay. The finance director responded to the request by emailing a list which inadvertently included a hidden file with all of the employee's social security numbers. Upon discovering this error, the Director of Finance contacted the newspaper who assured him that the email had been destroyed and could not be recovered. The Director of Finance informed the grand jury that the error had been corrected and currently, only the payroll department can access the social security information for public employees and that he takes responsibility for all information that leaves his office.

Upon discovering these social security numbers had been released to a second entity, after the Director of Finance assured the grand jury that this problem had been resolved and would never re-occur, the grand jury was informed, during a second interview, that the names and social security numbers of county employees who are members of the Glenn County Peace

Officers Association (POA) had been released to the treasurer of that association in an envelope marked 'confidential'. He stated that, as that organization already had the social security numbers of its members on file it was acceptable to send the same information to the treasurer who had requested a current list of employee members who were making association contributions. The director then stated that law allowed this practice and his department would probably release the same type of information in the future, if requested by any similar organization. He stated that the recipient of the names and numbers is the person responsible for safeguarding this private information.

#### **IV. CONCLUSIONS:**

There have been concerns expressed by county employees who have fears of identity theft. It was noted that any time such information is sent out there is a danger of it falling into wrong hands and can be used for incorrect purposes. Every effort should be made to prevent the release of county employee's social security numbers in the future.

#### **V. RECOMMENDATIONS:**

This Grand Jury recommends that the Director of Finance follow the guidelines outlined by the Social Security Administration for safeguarding the social security numbers of its employees. It recommends that he review guidelines outlined by the Social Security Administration for safeguarding the social security numbers of its employees with staff. It further recommends that guidelines following the accidental release of this information to outside sources as outlined by the Social Security Administration be followed and that county employees receive notification that their social security numbers may have been compromised along with steps for procedures to safeguard their identity which includes auditing their credit reports on a regular basis.

#### **VI. RESPONSE REQUIRED:**

Glenn County Director of Finance  
Glenn County Board of Supervisors

**2005-2006 Glenn County Grand Jury  
Final Report  
GLENN MEDICAL CENTER**

**I. PURPOSE:**

To find out why the mammogram is not in operation.

**II. BACKGROUND:**

The Grand Jury met with the Medical Center Administrator in April of 2006.

**III. FINDINGS:**

The Grand Jury was informed that before the state will license mammogram operations the hospital had to get air conditioning units repaired. State approval takes approximately 4 months to 12 months. The state has approved the remodeling of the room in which the mammogram machine will be placed. The remodeling of this room is almost complete. They hope to begin screening in May. There will be complimentary mammograms offered to first obtain certification. The administrator reported he was frustrated over the process.

The administrator reported that billing problems had been solved.

**IV. CONCLUSIONS:**

Although it has been a slow process, progress is being made and Glenn Medical Center should begin its mammography services soon.

**V. RECOMMENDATIONS:**

The 2006-2007 Glenn County Grand Jury should follow-up on the mammography services to see that this important service is made available to the public in a timely manner.

**VI. RESPONSE REQUIRED:**

Glenn Medical Center



**2005-2006 Glenn County Grand Jury  
Final Report  
GLENN COUNTY ANIMAL CONTROL**

**I. PURPOSE:**

To assess and obtain an understanding as to how the Glenn County Animal Control Department operates.

**II. BACKGROUND:**

There are four people in this Department comprised of the following individuals:

Animal Control Officer (1)  
Deputy Animal Control Officers (2)  
Secretary/Dispatcher (1)

The department also uses 1 person from the Cal-Works program. This department handles a high number of calls per day. Most of the calls are citizens requesting information on licenses, immunizations, and stray dogs.

**III. FINDINGS:**

The Animal Control Officer and his deputies spend approximately 60 hours per week patrolling Glenn County looking for stray and unlicensed animals. The department makes its revenue on licensing dogs and impound fees. Impound fees increase from \$40.00 for the first impound, \$60.00 for the second impound and \$80.00 at and after the third impound. The impound facility is located at one of our local veterinarian's clinics. The veterinarian that provides this space charges \$8.00 per day for kennel fees which is not part of the impound fees. The department has approximately 10 dogs adopted by local citizens each month. Decisions to allow animals to be adopted are determined by the following criteria:

1. If anyone shows interest in the animal while it is in the holding period.
2. If the Animal Control Officer and the veterinarian deem the animal fit for adoption.

Pit bulls are the only breed of dog that are not permitted to be adopted regardless of their temperament. This is NOT a County regulation. This is based on the DEPARTMENTS' opinion of the breed.

Grand Jurors inspected the kennels where the dogs that have been

impounded are kept. There were 9 impounded dogs at the time of the inspection. The kennels were clean and there is a portion of each kennel that has wood slats and is slightly lifted for the dogs to lay so they are not directly on the cement floor. It was reported the dogs are given food and water two times per day. However, at the time of our visit, none of the dogs had food or water available.

Jurors asked to see a copy of the last inspection of the impound facility. According to the veterinarian's office, there is no inspection process for the impound facility.

#### **IV. CONCLUSIONS:**

The transport trucks the department uses can hold 2 dogs. However, if a dog is aggressive they only transport 1 at a time. If one of the officers has an impound from Orland or Hamilton City they have to transport the animal back to Willows. This is time consuming for the 3 officers who patrol all of Glenn County and transport a maximum of 2 dogs per trip and also respond to citizen's complaints.

#### **V. RECOMMENDATIONS:**

Considering that during the majority of the week the department has all 3 Animal Control Officers on duty, we suggest there be an area assignment. If there were an officer assigned to each area (Willows, Orland and Hamilton City) there could be a rapport established between the department and citizens in those communities. If the officer was continuously patrolling one area, he/she might eventually gain knowledge of what animal belonged to whom which might help citizen obedience to laws such as getting their animals licensed, etc.

It is also suggested that the department look into contracting a veterinarian in Orland for emergency care.

An annual "unannounced" inspection process for the impound facility by the Department for Glenn County Animal Control is recommended. These inspections would insure that dogs impounded are not being mistreated and have food and water available.

Adopt a structured process for deciding which dogs should or should not be placed for adoption. This decision must not be based on someone's opinion

of a specific breed, but be based on behavioral testing so that animals are placed in the appropriate atmosphere. For example, there might be a loving, well behaved animal that does not like children. While the animal is impounded, it may not show any bad behavioral patterns because it is being cared for by adults only.

There is concern with the communication between the Animal Control Department and the veterinarian where the dogs are impounded. At the time the Grand Juror was inspecting the kennel, there was a dog that Animal Control had brought in prior to our arrival. The dog was in obvious need of medical care and the veterinarian's office stated they had not been informed of it by the officer that had brought the animal to the facility. It was also disturbing that the employee giving us the tour did not immediately inform anyone the animal needed immediate medical attention. Situations like this would be avoided in the future if there were a form regarding each animal's condition completed by the Animal Control Officer upon arrival, which would be immediately given to the veterinarian or his office. A simple checklist might suffice. It is crucial that the Animal Control Department devise some way of informing the veterinarian when a dog has been injured or needs to be examined for medical issues. Whether it is a stray or a family pet that has gotten out of the yard, it should not be subjected to pain or suffering until somebody "happens" to take notice.

The trucks used by the department need to be better equipped to handle the growing communities. Larger containment capacity on the trucks should be considered a high priority. Presently, there is only one micro-chip scanner that is used by all officers. It would be beneficial for the department to have one micro-chip scanner available per truck. This would allow officers to use it while patrolling thus eliminating unnecessary trips to the Willows office.

## **VI. RESPONSE REQUIRED:**

**Glenn County Department of Animal Control**

**2005-2006 Glenn County Grand Jury  
Final Report  
GLENN COUNTY JAIL**

**I. PURPOSE:**

As mandated by the State of California, the Glenn County Grand Jury will inspect the conditions of the Glenn County Jail on an annual basis.

**II. BACKGROUND:**

The Glenn County Jail was built in 1990 as a Type II facility that can house up to 140 inmates in the main pods. The facility can accommodate both male and female inmates. The Glenn County Sheriff led the Grand Jurors on the tour of the facility with key staff available to answer any questions.

**III. FINDINGS:**

Although the facility is currently understaffed, the Sheriff has been very aggressive in his recruiting efforts and has applicants that are going through background checks at this time. The jail occupancy has been consistently running at full capacity and the Sheriff made it clear that staffing is high on his list of priorities.

The jail has made several improvements since the 2004-2005 Grand Jury toured the facility. The floor in the kitchen has been tiled with a diamond cut to prevent staff and inmates from slips and fall type injuries. The front reception area has had bullet proof glass installed. There is a security window that enables the staff to accept items without having physical contact with any persons involved. Visiting times have been adjusted to prevent confrontations from rival gang members coming in contact with each other.

In the past years the jail earned revenue by housing out-of-county inmates at a rate of \$32.00 per inmate per night. Recently the jail stopped housing those inmates due to over crowding issues. The Sheriff stated that he is looking into the possibility of an inmate farm. The inmates charged with "low level crimes" would serve their sentence on this farm growing vegetables and raising meat to help feed the inmate population.

The Grand Jury found several areas in which the safety and security of both inmates and staff are of concern. They are as follows:

1. There are 3 electrical transformers that are mounted on a wooden platform located in the main parking lot between the court house and the jail. This platform is held in the air by 2 telephone poles. If a car were to hit one of these poles these transformers would fall to the ground creating a huge liability. There is currently nothing to prevent this from occurring.
2. The kitchen is cooled by swamp coolers that do not operate at an acceptable temperature and have passed their life expectancy.
3. The sally port door is not wide enough for the transport van. The purpose of the sally port is for loading and unloading inmates in an enclosed, secured, environment.
4. As inmates are transported to court they are handcuffed with legs being shackled to other inmates also being transported. They must then walk across an open parking lot and into the court house. They are usually accompanied by 1 jailer due to understaffing. Often they are 8 - 15 inmates being transported in this manner at a time.
5. The records room has no fire sprinkler system. This room is overcrowded with records. The records were stacked from floor to ceiling with additional boxes of records sitting on the floor. This situation poses an extreme fire hazard.

#### **IV. CONCLUSIONS:**

Several of these same issues were addressed by the 2004-2005 Grand Jury as well. At one time there was funding allotted for the sally port to be reconstructed to accommodate the transport van that is used. The walkway from the jail to the courthouse is supposed to be included in the courthouse's Phase II renovation project. However, it is not known when this renovation project will take place. With the County's growth and higher crime rates the County needs to address these issues now. A drive-by shooting or escape attempt by inmates being transported from the jail to the courthouse under current conditions is a viable concern.

#### **V. RECOMMENDATIONS:**

1. The location of the transformers should be evaluated. They need to be moved to ground level and out of the center of the parking lot. If this is not possible, then, at the very least, there should be metal guards posted around the telephone poles to prevent any kind of direct impact.
2. The kitchen cooling system must be updated. The jail should request bids for replacement of the cooling system before summer arrives. This

would not be as costly as waiting until the current unit breaks and then having to put a new unit in during the heat of the Summer months.

4. A secured walkway for inmates being transported from the jail to the courthouse should be installed. We understand this is currently included in the plan for the refurbishing of the courthouse. However, the safety of the inmates and jailers is compromised every day the current situation exists. A more cost effective option would be holding court via satellite. If a monitor was set up at the jail with one at the court house the inmates wouldn't have to leave the jail. This would allow jail staff to remain on-site.

5. Develop an emergency evacuation plan for the front office staff. Install fire sprinklers in the front half of the building. Clean the records room which is over-flowing and prepare an avenue for emergency evacuation clear of clutter for *all* personnel. Place fire extinguishers within reach of *all* staff.

#### **VI. RESPONSE REQUIRED:**

**Glenn County Sheriff**

**Glenn County Board of Supervisors**

**2005-2006 Glenn County Grand Jury  
Final Report  
JANE HAHN JUVENILE HALL**

**I. PURPOSE:**

To assess current conditions of Jane Hahn Juvenile Hall and to follow up on the issues written in the 2004-2005 Grand Jury report.

**II. BACKGROUND:**

The Juvenile Hall can hold 23 youth. At the time of our inspection there were 22 youth detained at this facility. The ages limits for this facility are 9 years old to 19 years old. The facility has a school within the building that the youth attend Monday through Friday. There is an outdoor recreation area where they have sports equipment and other outdoor activities.

**III. FINDINGS:**

During the tour of the facility the Grand Jury found the youth at the facility were well mannered and respectful to staff and each other. The budget has allowed the facility to add one more staff member. They are currently interviewing prospects for the position. The Juvenile Hall uses "statuses" and "levels" for each person. The juveniles have an opportunity to earn point vouchers for good behavior. These vouchers can be used as a form of money that can be used to purchase items. The acoustics in the main day room is at a very high level. We were told by staff members that when all the children are out of their rooms, the noise level is a problem. There are sound boards on 2 of the 4 walls which have helped somewhat. The facility has installed surveillance equipment this year. This is a 16 camera monitoring system that allows the staff to view the parameter of the building, along with the kitchen and common areas inside the facility. The monitor that is used is able to view several areas at the same time.

**IV. CONCLUSIONS:**

The Juvenile Hall has some very positive programs in place. The Grand Jury was impressed by the respectful way the minors acted while jurors were present. Some children that are on a "high level" are given the opportunity to work in the kitchen. This is partly due to the fact that on the weekend there is no cook on the premises. These children work unsupervised. This is also a way of rewarding those children who exhibit good behavior and that follow rules. The Juvenile Hall appears to be a very

well ran facility with caring staff.

**V. RECOMMENDATIONS:**

The noise level in the main day room might be cut considerable if the facility were to install soundboards on the 2 remaining walls or to hang flags from the center, much like they do in shopping malls and sports arenas. If the flags are of consideration, they should consult the fire marshal regarding regulations. The facility should continue to seek applications to fill staff positions that are currently open. We recognize that fill the positions for staff that work directly with the youth are of the highest priority. The facility may benefit from hiring a cook as well. This would give supervision to those that work in the kitchen and assure that nutritional guidelines are met. Considering that the minors that work in the kitchen, at times, have no staff present, care should be given to insure they have been trained on how and when to use the appropriate equipment. The fire extinguisher, for example, is something that the staff have had training on but not the minors that work in the kitchen.

**VI. RESPONSE REQUIRED:**

Chief Probation Officer



**2005-2006 Glenn County Grand Jury  
Final Report  
ORLAND POLICE DEPARTMENT**

**I. PURPOSE:**

To follow-up on the 2004-2005 Grand Jury Final Report recommendation for relocation of the existing police department headquarters.

**II. BACKGROUND:**

The 2004-2005 Grand Jury interviewed the Orland Police Chief and ascertained that the present quarters were inadequate to house the current police department and noted that with the anticipated growth of Orland in the next several years:

“Plans for future development 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.”

The 2005-2006 Grand Jury interviewed the Orland Police Chief and the Orland City Manager on December 6<sup>th</sup>, 2005 at Orland City Hall to re-visit the overcrowding situation at both City Hall and the Orland Police Department.

**III. FINDINGS:**

The Orland Police Department shares one building with the City of Orland. When the building was constructed in the 1980’s, it was anticipated to house both entities for a maximum of 5 years. Patrol vehicles are parked behind the Police Department facility in an unfenced area which is bounded on the east side by an alley. The firm of Indigo/Hammond and Playle Architects, LLP of Davis, California, has prepared a draft Comparable City Review Summary which addresses existing and projected needs, and compares Orland with the cities of Gridley, Corning, Cotati, Oroville, Willows, Woodland and Red Bluff. It is project that Orland will need an 11,400 square foot facility by 2020.

Current staffing levels include 1 Chief of Police, 2 Sergeants, and 6 patrol officers. There are 2 applicants in the background check process who may be added in the next 2 or 3 months. When the police force is at full staff,

the crowding situation at the current facility will only worsen.

The present facility has no interview area, no public restrooms, and no lobby. There is no space in the facility to hold a meeting between the chief and his officers. When the chief needs to hold a conference or interview he uses the small conference room in the City Hall.

There is no space for the storage of evidence which must be kept and made available until the resolution of the case. In the fall of 2005, the Glenn County Sheriff's substation was re-occupied by the Sheriff's Department taking it out of consideration for an Orland Police Department facility.

The City of Orland owns property behind, and adjacent to, the Orland Fire Department. But because of its proximity to the railroad tracks, makes it an impractical site for a secure police facility.

#### **IV. CONCLUSIONS:**

With the anticipated growth in Orland, the crowding situation will only degrade. The lack of a secure facility with adequate space will hinder the police department in its ongoing activities and growth.

#### **V. RECOMMENDATIONS:**

The Grand Jury recommends that the City of Orland consider the sale of the property it owns next to the railroad tracks and purchase an adequate property which would accommodate a larger facility with a secure parking area for patrol vehicles. With the majority of the growth developing on the east side of Orland, it is recommended the city look to that area for a suitable building site.

#### **VI. RESPONSE REQUIRED:**

Orland Police Chief  
City of Orland

**2005-2006 Glenn County Grand Jury  
Final Report  
GLENN COUNTY LANDFILL**

**I. PURPOSE:**

To investigate operations of the Glenn County Landfill, precautions against theft and status of the purchase of the property which is required to secure some State permits.

**II. BACKGROUND:**

The major issue is that the County does not own, but is leasing, the property. This lease is up in the year 2021. The commercial hours of operation begin at 7:30 a.m. and 8:00 a.m. for the public. Hours continue until 4:30 p.m. each day with the exception of a few holidays. There is less charge for covered loads than uncovered load to prevent littering.

**III. FINDINGS:**

The Grand Jury met with the Deputy Public Works Director and one other individual. The major issue discussed was concerning the leasing verses owning issue of the land related to the required State permits to move forward with operations and the expiration date on the current lease. The County is currently working on purchasing the property plus additional land as needed for the future. This comprises a total of approximately 350 acres. The Deputy Public Works Director reported he had looked but had not found any grants available for property purchases stating government agencies want to decrease the amount of waste, not expand landfills. The County could impose eminent domain to acquire the land. Currently, the County is looking for an attorney to open negotiations. In regards to the budget related to operations it was reported the revenue consists of two-thirds tipping fees and one-third from property assessments. The operation has 6 staff members. The Deputy Public Works Director's salary is all allocated to solid waste operations which also includes recycling programs. The landfill is currently run as a non-profit operation. Last year, they operated to the good whereas most years it has operated evenly or has evened out over the years. Some of the staff perform general maintenance on the equipment. Anything major is done by the County yard. Scrap metal and recyclables are resold. Fuel costs are impacting the operation. They are checking with PG&E or an

alternative power source. Currently, all electricity is obtained by diesel-run generators. There are new environmental controls being imposed on diesel power.

There is a grant for \$83,000 for free hazardous waste disposal. There are 4 "free hazardous waste disposal" dates set for this year. One in Hamilton City, one in Elk Creek, 1 at the land fill site and 1 "still to be determined". The last free dump day for the County cost \$20,000 so they cannot afford to offer them anymore. They also exceeded the tonnage allowed per day.

When anyone uses the dump site and a receipt should be issued for payment. This receipt also tracks the tonnage - the current permit limit is 100 tons per day.

They lease some of the equipment stating that leases work better due to the payment schedules and the equipment is mostly worn out by the end of the lease.

Regarding the issue of the stolen safe from last year, it was reported that it was found abandoned but had never caught the thief. The safe has been placed in a more secured location. It was reported there have been no more theft problems.

Their biggest problem is that the State has set regulations but provided no guidelines to comply. There are issues on emissions and groundwater with the State.

They are currently looking into mandatory waste pick up for the entire County.

They also need new diesel motors to comply with State emission regulations.

They are currently working to eliminate tire bales which are scorned by the State.

The operation is an Enterprise Fund. The committee met with the Director of Finance to clarify this matter. He explained how an Enterprise Fund operates stating it operates like a business offering services to the public for fees. However, the government cannot make a profit and any extra revenue goes into the reserve fund for restoring the land after the landfill is full - a post-closure fund.

When asked where the money is coming from to purchase the landfill the Jury was informed it will come from the post-closure fund which now is now at \$1.5 million. General fund money cannot be used for the landfill as it is an Enterprise Fund.

#### **IV. CONCLUSIONS:**

The landfill seems to be operating as well as possible for now. The major problem is due to State regulations that are the same for small, rural counties as it is for the large metropolitan areas coupled with the fact that the County currently does not own the land.

**V. RECOMMENDATIONS:**

This property needs to be purchased even if it takes an eminent domain ruling before the State or Health Services Departments start fining the operation. Obtain the necessary permits and equipment as soon as possible. Evaluate and implement more precautions against employee theft. Mandatory waste pickup for the rural county does not seem like a viable option. All loads, as required by law, should be covered. Any noncompliance issues regarding these covers must be reported to law enforcement.

**VI. RESPONSE REQUIRED:**

Glenn County Planning and Public Works Department  
Glenn County Board of Supervisors

**2005-2006 Glenn County Grand Jury  
Final Report  
LEVEES**

**I. PURPOSE:**

To investigate the safety and operations of the levees along the Sacramento River to prevent catastrophic flooding.

**II. BACKGROUND:**

Major concerns center around the possibility of flooding of Hamilton City which is currently protected by the J Levee which is now in the process of being rebuilt. There have been many government reports and requirements and funding may have been passed by Federal Congress.

There are 3 levee districts in Glenn County beginning at Ord Ferry Road. Other levees are maintained by individual property owners.

When the Sacramento River exceeds 60 to 70 CFS, it overflows mainly in the three areas in Butte County. The last location that water enters the river is at County Road 39 until Knights Landing by the 20-47 drainage canal, which has a district. The levee districts are financed by assessment fees.

**III. FINDINGS:**

Grand Jury committee members met with two members of the Glenn County Planning and Public Works Department.

Most concerns centered around the J Levee around Hamilton City. This levee extends up to the GCID pumping plant at County Road 9 and includes part of a county road. It extends south to County Road 23. The Westerman Farm property was just sold to the Nature Conservancy. It was reported that they are good to work with and their help was greatly appreciated. Cost analysis work would not work without including green area which is a natural undeveloped buffer area. The Westerman Farm is the most active in the upkeep of the levee. It is currently being leased for farming.

Several years ago Holly Sugar built part of the J Levee in Hamilton City. The plant is now closed and there is no one to maintain that part of the levee. There are ongoing battles with Butte County about the height of the levees.

A local farmer now maintains a pump on his property that drains Hamilton City into the Dunning Slough approximately 95% of the time. The water goes through a flapper valve until there is a large amount of water. One concern is that the pump is electrically operated and will not work in a

power outage. It was report that all surrounding areas are vulnerable to flooding until the new J Levee is built. Currently, work cannot be performed on the J Levee until there is an emergency and there is a small budget for repairs. At one time they were receiving \$190,000 in funding which has been reduced to \$40,000 for flood repairs. The Public Works department has emergency procedures and supplies in place. The new district being formed to maintain the new J Levee, when built, will have to show they can come up with the estimated \$50,000 per year for maintenance. The estimated time frame for building the new levee is approximately 3 years.

The Grand Jury met with the head of the Agricultural Department and one other individual on November 21<sup>st</sup>, 2005 to discuss conditions of the levees that are in Districts 1 and 2. The individual levee districts perform rodent control and hire the Agricultural Department to control vegetation.

The levees are inspected by the State several times each year.

Is was suggested that the committee interview the Department of Water Resources in Sutter which does the inspections and also maintains the Butte Creek Levee District.

Currently there are no levees along County Road 29 until the J Levee. This area is currently owned by the Department of Fish and Wildlife. They perform the inspections of the district levees.

The Grand Jury met with the Director of the Northern Central Valley of the Nature Conservancy which is part of the J Levee group. This offered extra points to the J Levee group for getting federal funds and approval.

The total cost of the new J Levee is set at \$50.6 million dollars.

The committee met with several members from the Department of Water Resources in Sutter and the new levee district manager and previous manager of Levee District 2. A previous Levee District 1 manager and previous board member were also present during this interview.

The Department of Water Resources' report on Levee District 2 for the year 2005 was unsatisfactory. If it is not brought up to standards the state could take the district over and it would cost taxpayers \$10,000 per mile on the 4.8 miles of levee. Currently, the total budget is only \$1,758 per year from all landowner assessments. It was reported that Levee District 1 seems to be in good shape. The Department of Fish and Wildlife stated their willingness to help with Levee District 2.

#### **IV. CONCLUSIONS:**

The new J Levee should solve Hamilton City concerns. Levee District 1

seems to be fine. Levee District 2 needs to be repaired and brought up to standards. Better funding for Levee District 2 needs to be secured.

Steps are now being taken to obtain money needed to vote on a new tax assessment for levee district #2.

**V. RECOMMENDATIONS:**

Levee District 2 needs to continue steps currently in progress to increase its assessments. These Funds may be obtained by soliciting donations from the landowners. The County should help where possible.

**VI. RESPONSE REQUIRED:**

Glenn County Planning and Public Works Department



**2005-2006 Glenn County Grand Jury  
Final Report  
PUBLIC BUILDINGS**

**I. PURPOSE:**

To investigate fire, safety and handicap accessibility and requirements of the Federal Americans with Disabilities Act (ADA) in relation to the District Attorney Office building and the Willow's Museum.

**II. BACKGROUND:**

The County District Attorney's Office building and the Willow's Museum are owned by the City of Willows and are not currently handicap accessible, nor is the District Attorney's Office building fire safe.

**III. FINDINGS:**

The Grand Jury met with the Planning and Public Works Director. It was reported that under an interim provision that they do not have to comply with the ADA rules until they remodel. The District Attorney's office makes arrangements off-site to meet with handicapped individuals. The Planning Director said that fire inspections were not required on county buildings. If a lawsuit were filed, he reported he, of course, did not know if a judge would go along with no liability for no handicap access. The department is trying to come up with some long-term plans for the county buildings by moving departments around in an attempt to make these departments handicapped accessible.

The department has looked at putting a ramp on the side of the District Attorney's building. However, that would only get them to the first floor leaving anything on the second floor inaccessible. They are considering moving the District Attorney's office to the grounds department. However, the District Attorney said he did not want to move.

A potential lawsuit may be filed against Nancy's Cafe which is located on county property and leased to Nancy for not having an ADA accessible restroom may be in the works

The Grand Jury spoke to the Willows City Manager and the Willows Museum committee about the museum building. The museum is owned by the city but operated by a non-profit entity. It is not required to be handicap

accessible due to the age of the building. The Grand Jury spoke to the Department of Justice and found this information to be correct.

**IV. CONCLUSIONS:**

Nothing is required by law at this time but it could be a problem should a lawsuit be filed.

**V. RECOMMENDATIONS:**

The Grand Jury recommends there be a fire inspection as a Common Sense Safety Practice as soon as possible. It also recommends a Job Safety Analysis be written for those working in the Willow's Museum and the District Attorney's building and implemented to insure all county employees / volunteers are safe while performing their respective duties and that all county buildings are OSHA compliant.

**VI. RESPONSE REQUIRED:**

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

**2005-2006 Glenn County Grand Jury  
Final Report  
MURDOCK ELEMENTARY SCHOOL**

**I. PURPOSE:**

To investigate the maintenance and security of the school.

**II. BACKGROUND:**

On November 11<sup>th</sup>, 2005, the Grand Jury entered the Murdock School grounds to perform an unannounced inspection of the campus. The Grand Jury was not approached by anyone to inquire who they were or why they were there and were left to roam the campus at will. Grand Jurors were not wearing the Glenn County Grand Jury Identification Badges.

**III. FINDINGS:**

The buildings, though old, are in good repair. The campus was clean and the grounds were very well kept.

Jurors noticed that 3 classrooms were not using the door blocks recommended by the 2004-2005 Glenn County Grand Jury. The Grand Jury met with the school's principal. Though this visit was unannounced, she was very receptive and answered all of our questions and assured us that she would be speaking with the teachers about the use of the door blocks for intruder prevention. The principal was asked if there was anything the Grand Jury could do to assist Murdock School. She said that the main thing that was needed for the safety of the children was a fence around the school.

**IV. CONCLUSIONS:**

Murdock School is in good repair and in compliance with all State codes.

**V. RECOMMENDATIONS:**

The Glenn County Grand Jury strongly recommends that Murdock School authorities recognize "strangers" on campus. In view of the intruders on campus tragedies of the not-so-distant past, all persons entering public school grounds should be immediately approached and required to check in with the office stating the nature of their business on campus.

We further recommend the rubber door blocks be listed as **MANDATORY ITEMS TO BE USED** on *all* classrooms at *all* times and that teachers failing to comply be properly reprimanded.

As recommended by the school's principal, the 2005-2006 Grand Jury

strongly recommends a fence be constructed around the school which will assist in intruder prevention.

**VI. RESPONSE REQUIRED:**  
Murdock Elementary School

**2005-2006 Glenn County Grand Jury  
Final Report  
PLAZA SCHOOL**

**I. PURPOSE:**

To inform Plaza School they are required, by law, to respond to the Grand Jury's requested for a response and maintain the integrity of future Grand Jury's requests for responses.

**II. BACKGROUND:**

Plaza School failed to respond to the 2004-2005 Glenn County Grand Jury Final Report.

**III. FINDINGS:**

Plaza School is in violation of Penal Code 933 and 933.05 for failing to comply with a response requested by the 2004-2005 Glenn County Grand Jury's Final Report.

**IV. CONCLUSIONS:**

The 2006-2007 Glenn County Grand Jury and presiding judge must follow up on this total disregard of the law by Plaza School Administrators according to Penal Code 933 and 933.05.

**V. RECOMMENDATIONS:**

The 2006-2007 Glenn County Grand Jury and presiding judge must issue a formal letter of warning or possible citations with regards to this total disregard of law by Plaza School Administrators according to Penal Code 933 and 933.05.

**VI. RESPONSE REQUIRED:**

Plaza School  
Glenn County Superintendent of Schools

**2005-2006 Glenn County Grand Jury  
Final Report  
PRINCETON SCHOOL**

**I. PURPOSE:**

To inform Princeton School they are required, by law, to respond to the Grand Jury's requested for a response and maintain the integrity of future Grand Jury's requests for responses.

**II. BACKGROUND:**

Princeton School failed to respond to the 2004-2005 Glenn County Grand Jury Final Report.

**III. FINDINGS:**

Princeton School is in violation of Penal Code 933 and 933.05 for failing to comply with a response requested by the 2004-2005 Glenn County Grand Jury's Final Report.

**IV. CONCLUSIONS:**

The 2006-2007 Glenn County Grand Jury and presiding judge must follow up on this total disregard of the law by Princeton School Administrators according to Penal Code 933 and 933.05.

**V. RECOMMENDATIONS:**

The 2006-2007 Glenn County Grand Jury and presiding judge must issue a formal letter of warning or possible citations with regards to this total disregard of law by Princeton School Administrators according to Penal Code 933 and 933.05.

**VI. RESPONSE REQUIRED:**

Princeton School  
Glenn County Superintendent of Schools

**2005-2006 Glenn County Grand Jury  
Final Report  
WILLOWS SUPERINTENDENT OF SCHOOLS**

**I. PURPOSE:**

To investigate the maintenance of the schools, transportation department and the nutritional value of meals being served to students.

**II. BACKGROUND:**

On November 28<sup>th</sup>, 2005 two members of the Glenn County Grand Jury visited with the Willows Superintendent of Schools who was asked to report on the maintenance of the Willows Schools, school buses and nutritional value of the meals being served the students.

**III. FINDINGS:**

The Grand Jury finds that Willows Unified Schools are in good repair and yards are well maintained. Although there have been cutbacks on staff, the bathrooms, classrooms and kitchen areas are clean.

Transportation vehicles are maintained according to State law. Inspections are held every 45 days by a C.H.P. Inspector.

All meals at Willows Unified Schools meet nutritional standards set by the State. (See exhibit C)

**IV. CONCLUSIONS:**

The Willows School Superintendent has done a superb job meeting and maintaining State standards in the following areas:

1. School building maintenance
2. Transportation
3. Nutritional standards set by the State

**V. RECOMMENDATIONS:**

The Glenn County 2005-2006 Grand Jury recognizes the great job the Willows School Superintendent has done and has no recommendations at this time.

**VI. RESPONSE REQUIRED:**

None

**FOOD SERVICE/CHILD NUTRITION PROGRAM**

The Board of Education recognizes that students need adequate, nourishing food in order to grow, learn and maintain good health. To reinforce the district's nutrition education program, foods available on school premises shall be:

1. Carefully selected so as to contribute to students' nutritional well-being and the prevention of disease
2. Prepared in ways which will appeal to students, retain nutritive quality and foster lifelong healthful eating habits
3. Served in age-appropriate quantities and at reasonable prices

*(cf. 3551 - Food Service Operations/Cafeteria Fund)*  
*(cf. 3553 - Free and Reduced Price Meals)*  
*(cf. 3554 - Other Food Sales)*  
*(cf. 5141.32 - Child Health and Disability Prevention Program)*  
*(cf. 6142.8 - Comprehensive Health Education)*

Students shall be provided adequate space to eat meals in pleasant surroundings as well as adequate time to eat, relax and socialize.

Contingent upon state funding being appropriated and no later than January 1, 2004, food sold at elementary and middle schools shall adhere to the nutritional standards specified in Education Code 49431. Foods sold at elementary and middle schools shall be made available only during prescribed times. (Education Code 49431)

The Superintendent or designee shall ensure that the meals offered by the district's food service program meet all legal requirements for participation in the National School Lunch and School Breakfast Programs.

To the extent permitted under the National School Lunch and School Breakfast Programs, students in all grades shall be allowed to decline a certain number of meal items which they do not intend to consume.

The Superintendent or designee shall develop strategies designed to encourage the participation of students and parents/guardians in the selection of foods of good nutritional quality for school menus. Parents/guardians are encouraged to support the district's nutrition education efforts by considering nutritional quality when selecting any snacks which they may donate for occasional class parties.

The Board may establish a Child Nutrition and Physical Activity Advisory Committee to develop school district policies on nutrition and physical activity for recommendation to and approval by the Board. (Education Code 49433)

*(cf. 1220 - Citizen Advisory Committees)*



**FOOD SERVICE/CHILD NUTRITION PROGRAM (continued)**

*Legal Reference:*

EDUCATION CODE

38080-38103 Cafeteria, establishment and use  
45103.5 Contracts for management consulting services; restrictions  
49430 -49436 Pupil Nutrition, Health, and Achievement Act of 2001  
49490-49493 School breakfast and lunch programs  
49500-49505 School meals  
49510-49520 Nutrition  
49530-49536 Child Nutrition Act  
49540-49546 Child care food program  
49547-48548.3 Comprehensive nutrition services  
49550-49560 Meals for needy students  
49570 National School Lunch Act

CODE OF REGULATIONS, TITLE 5

15500-15501 Food sales by student organizations  
15510 Mandatory meals for needy students  
15530-15535 Nutrition education  
15550-15565 School lunch and breakfast programs

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program  
220.1-220.21 National School Breakfast Program

*Management Resources:*

CSBA PUBLICATIONS

*Healthy Food Policy Resource Guide, 2003*

CDC PUBLICATIONS

*School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2000*

NASBE PUBLICATIONS

*Fit, Healthy and Ready to Learn, 2000*

USDA PUBLICATIONS

*Team Nutrition, Food and Nutrition Services, Changing the Scene, Improving the School Nutrition Environment: A Guide to Local Action, 2000*

WEB SITES

CSBA: <http://www.csba.org>  
American School Food Service Association (ASFS): <http://www.asfsa.org>  
CDE, Nutrition Services Division/SHAPE California: <http://www.cde.ca.gov/nsd>  
CDHS, School Health Connections: <http://www.mch.dhs.ca.gov/programs/shc/shc.htm>  
California Project LEAN (Leaders Encouraging Activity and Nutrition):  
<http://www.californiaprojectlean.org>  
California Healthy Kids Resource Center: <http://www.californiahealthykids.org>  
National School Boards Association: <http://www.schoolhealth@nsba.org>  
National Association of State Boards of Education (NASBE): <http://www.boards@nasbe.org>  
U.S. Dept. of Agriculture, Food and Nutrition Information Center (FNIC):  
<http://www.nal.usda.gov/fnic>  
Centers for Disease Control and Prevention: <http://www.cdc.gov>

Policy  
adopted: December 11, 2003

WILLOWS UNIFIED SCHOOL DISTRICT  
Willows, California

**FOOD SERVICE/CHILD NUTRITION PROGRAM**

**Posting Requirements**

Contingent upon state funding being appropriated in the state budget by January 1, 2004, each district school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

Each district school also may post a summary of nutrition and physical activity laws and regulations prepared by the California Department of Education. (Education Code 49432)

**Nutritional Standards**

Effective January 1, 2004 and contingent upon funds appropriated in the state budget, the Superintendent or designee shall ensure that the sale of all foods on school grounds complies with the following nutritional standards: (Education Code 49431)

1. The only food that may be sold to students in elementary schools during breakfast and lunch periods is food that is sold as a full meal. Fruits, non-fried vegetables, legumes, beverages, dairy products or grain products, if sold as individual food items, may be offered for sale during the morning or afternoon breaks if:
  - a. Not more than 35 percent of the total calories of the food item, excluding nuts or seeds, is from fat
  - b. Not more than 10 percent of the food item's total calories is from saturated fat
  - c. Not more than 35 percent of the total weight of the food item, excluding fruits or vegetables, is composed of sugar
2. Regardless of the time of day, the only beverages that may be sold to elementary students are water, milk, 100 percent fruit juices, or fruit-based drinks that are composed of no less than 50 percent fruit juice and that have no added sweeteners
3. No carbonated beverages shall be sold to middle school students from one-half hour before the start of the school day until after the end of the last lunch period
4. At middle schools, vending machines that contain beverages that do not meet the requirements of item #2 above shall remain locked or be rendered inoperable until after the end of the last lunch period

**FOOD SERVICE/CHILD NUTRITION PROGRAM (continued)**

**Child Nutrition and Physical Activity Advisory Committee**

The membership of the Child Nutrition and Physical Activity Advisory Committee shall include, but need not be limited to, Board of Education members, school administrators, food service directors, food service staff, other staff, parents/guardians, students, physical and health education teachers, dietitians, health care professionals and interested community members. (Education Code 49433)

The policies on nutrition and physical activity shall address issues and goals, including, but not limited to, all of the following: (Education Code 49433)

*(cf. 1220 - Citizen Advisory Committees)*

1. Implementing the nutritional standards set forth in Education Code 49431
2. Encouraging fund-raisers that promote good health habits and discouraging fund-raisers that promote unhealthy foods
3. Ensuring that no student is hungry
4. Improving nutritional standards
5. Increasing the availability of fresh fruits and vegetables, including provisions that encourage schools to make fruits and vegetables available at all locations where food is sold
6. Ensuring, to the extent possible, that the food served is fresh
7. Encouraging eligible students to participate in the school lunch program

*(cf. 3533 - Free and Reduced Price Meals)*

8. Integrating nutrition and physical activity into the overall curriculum
9. Ensuring regular professional development for food service staff
10. Ensuring students a minimum of 30 minutes to eat lunch and 20 minutes to eat breakfast, when provided
11. Ensuring students engage in healthful levels of vigorous physical activity
12. Ensuring students receive nutrition education

**FOOD SERVICE/CHILD NUTRITION PROGRAM (continued)**

13. Improving the quality of physical education curricula and increasing training of physical education teachers
14. Enforcing existing physical education requirements
15. Altering the economic structures in place to encourage healthy eating by students and reduce dependency on generating profits for the school from the sale of unhealthy foods
16. Developing a financing plan to implement the policies
17. Increasing the availability of organic fruits and vegetables and school gardens
18. Collaborating with local farmers' markets

In developing the policy(ies), the committee shall hold at least one public hearing. (Education Code 49433)

**2005-2006**

**GLENN COUNTY GRAND JURY**

**EVALUATION OF RESPONSES**

**To**

**2004-2005**

**Grand Jury Final Report**

**June 30<sup>th</sup>, 2006**

**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Agricultural Commissioner

**REPORT PAGE NUMBER:**

1-2

**RECOMENDATIONS:**

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.

**RESPONSES:**

*Agricultural Commissioner:*

First, staffing levels are adequate but not optimum. The agricultural department has added several new programs to its responsibilities over the last five years. These are Certified Unified Program Agency, Ground Water, Irrigated Agricultural Discharge, Surface Water Stewardship and the Olive Pest Management District programs. These programs started small and most have grown to full-fledged programs. We have only added a one half time position to manage these additional programs. During times when severe budget cuts are being implemented by the State and County (the last five years), it is difficult to request additional staff and it is more difficult to get the request approved. The Ag department has managed their existing resources carefully. We have strived to keep all programs running well. As budgets become healthier, the Ag department will review their current staffing needs, in light of the various new programs, and forward appropriate requests to the Board of Supervisors for consideration. Preliminarily, one additional environmental biologist position would help address the additional workload created from the new programs.

Second, vacancies are filled at an entry-level position, which is an Environmental Biologist I. It is not actually a lower grade.

Third, the statement is made that “the agricultural revenue for the county is 318 million dollars annually”. An appropriate clarification of the statement would read; “the gross receipts for agricultural products grown in the county in 2003 had a value of 318 million dollars.” The actual revenue brought in by the agricultural department to the county is considerably smaller.

State law or local ordinances often set the structure of fines and citations imposed by the Agricultural Department. Those fines or citations set in law, limit the dollar amount that can be imposed. Thus, including the costs of legal services is not always an option to the department. Currently, the department considers the following circumstances when setting a fine or citation (administrative civil penalty or mutual settlement) - economic benefit derived, extent of harm caused, nature and persistence, length of time, record of maintenance, corrective action taken by defendant, improved or innovative nature of control equipment used and annual gross income of business. Many fines and citations are imposed by department staff and legal counsel is not used. Of those fines or citations that are referred to County Counsel or the District Attorney, legal costs are recovered either by A87 charges back to the Ag office (County Counsel) or recovered by monetary penalties imposed by the District Attorney. Those fine levels that are set at the local level are reviewed on an annual basis and addressed as needed. We will address legal service costs where appropriate.

To build an Agricultural Extension Center on county property located near the existing county office was a dream of the previous commissioner and I support the idea. The ideal of the agricultural industry being able to do their government related business in one centralized area has merit. I believe the idea was to extend, northwardly, the current building of the agricultural commissioners office. A significant hurdle to the idea is funding of the one stop building. The county is just now coming out of a time of significant financial hardship. Even though revenue could possibly be generated from rent, the initial capital outlay for the center would still come from county funding. I will discuss this idea with the Board of Supervisors with the goal of being able to add it to the list of capitol improvement projects being considered by the county.

*Glenn County Board of Supervisors:*

The Board concurs with the Agricultural Commissioner's comments and the Board of Supervisors will ensure that the facilities committee explores the possibility of co-locating Cooperative Extension and the Agricultural Commission at some future date.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted



**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

City of Orland

**REPORT PAGE NUMBER:**

3-4

**RECOMENDATIONS:**

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.

**RESPONSES:**

*City of Orland:*

The issue of providing additional space through relocation of the Orland Police Department is under consideration by the Orland City Council, as part of the overall prioritization of Capital Improvement Projects. However, the recent decision by the Glenn County Sheriff to re-occupy the Orland substation has foreclosed any consideration by the City to utilize that facility for the Orland Police Department.

*City Manager:*

Additional decisions have been made by the City Manager to reallocate existing facility space to better serve the needs of city staff, and constitute an ongoing effort to meet these needs until such a time as additional permanent facilities may be developed.

*Glenn County Board of Supervisors:*

The Board of Supervisors is always interested in the most effective use of public facilities and when a final decision on use of the Sheriff's substation is made, the County will announce that decision so that the City would have the opportunity to purchase that property if abandoned by the County.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Glenn County Public Libraries

**REPORT PAGE NUMBER:**

7-9

**RECOMENDATIONS:**

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 30 % by the county (the only other areas to experience decreased funding - Public Protection/Safety - endured a 1.5 % decrease) from the previous year. Library services decreased 37%. Considering the relatively small operating budget of the libraries in the past, County funding of education and the libraries should be expanded.

Therefore, we recommending the following:

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

**RESPONSES:**

*Director of Finance:*

I disagree.

1. The report assumes that 50% of the library patrons are county residents without offering any factual information offered to support that claim.
2. Budgetary constraints require that the Board set its priorities to serve the public in the best manner of the Board determines.

3. Obligating future Boards of Supervisors is not in the best interest of the County.
4. This recommendation would result in the Board no longer having control over the priorities for their own budget.
5. It would be a breach of fiduciary responsibility for the Board to contribute 50% of any operation over which the Board had no budgetary control.

I disagree.

Any information received that indicates that the libraries do not have a voice in the budget process is not factual. As a courtesy, at least for the past five budget cycles, the libraries have always had the same consideration in the budget process as any county department, even though the libraries are not county departments. All agencies and departments, including the libraries, have the same opportunity to appear before the Board of Supervisors during budget hearings.

*Glenn County Board of Supervisors:*

The Board concurs with the Director of Finance comments. In addition the Board of Supervisors would like the Grand Jury to know that providing libraries to the unincorporated is an important portion of the total services that the County offers. The County is committed to working closely with both incorporated cities to ensure their obligations under our contracts for services are fulfilled. In addition the County Board of Supervisors has called for the formation of an Advisory Committee which would be made up of representatives from the County, both Cities and one representative from each library. The tasking of this Advisory Committee would be to look into a long term funding solution for the libraries.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Local Agency Formation Commission

**REPORT PAGE NUMBER:**

14-15

**RECOMENDATIONS:**

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.

**RESPONSES:**

*Interim County Counsel*

Glenn County LAFCO is operating in compliance with the statues regulation LAFCO.

*Glenn County Board of Supervisors*

The Board concurs with County Counsel's assessment of the LAFCO organization and that it is run in accordance with state government code.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Planning & Development Conflicts - Glenn County & Cities

**REPORT PAGE NUMBER:**

16-23

**RECOMENDATIONS:**

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 would also ensure that legal requirements are met for all methods of correspondence and notification in matters of planning.

**RESPONSES:**

*Glenn County Planning and Public Works Director*

Glenn County is beginning the preparation of an update to the Glenn County General Plan that will include efforts to structure a cooperative planning direction with both Cities as well as other governance bodies. The Agency will ensure that legal requirements are met for all methods of correspondence and notification in matters of planning.

*Glenn County Board of Supervisors*

The Board concurs with the Planning Director's response and the Board of Supervisors supports the need for cooperative planning, especially as it relates to the update of the County General Plan and the Economic Strategic Plan.

*City of Orland*

Significant issues of orderly development, particularly on the outskirts of the City of Orland but beyond the city limits, have seriously impeded the ability of the City and County to develop any joint planning effort. Due to the County's lack of a current general plan, as well as the failure of the County to recognize the need for impact fees concerning development within the county, serious conflicts have developed within the past year.

Until such time as the County addresses the City's concerns regarding impact of county development on services being provided to the county residents by the City, as well as the impact of planning and zoning decisions concerning development immediately adjacent to the City of Orland, such conflicts will continue. However, both the Orland Planning Director and City Manager continue to extend themselves to maintain open lines of communication with County staff, in an effort to resolve these issues.

*City of Willows*

As indicated in the Grand Jury's report, the City of Willows is satisfied with the level of communications on planning issues between themselves and the County. It is the City's intent to continue efforts to further improve interagency communications above and beyond the formal legal notification requirements. Where financially feasible, the City of Willows is also open to cooperative planning efforts consistent with the State's General Plan requirements for municipalities.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Response by the Glenn County Planning and Public Works Director and the Glenn County Board of Supervisors are *not* accepted. Further investigation is required by the 2006-2007 Glenn County Grand Jury.

**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

County / City Property Tax Splits

**REPORT PAGE NUMBER:**

24-25

**RECOMENDATIONS:**

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.

**RESPONSES:**

*Glenn County Planning and Public Works Director*

The Planning and Public Works Agency, as staff to LAFCO has participated in the discussions related to determining the tax revenue splits for annexations. The issue is that there is less property tax to split between the city and county for newly annexed lands that what exists within the pre-Prop 13 Tax Rate Areas. The cities need to consider establishing public services assessments to bridge the gap between the cost of providing on-going services and the income stream from property taxes.

*City of Willows*

As recommended by the Grand Jury, the City of Willows is currently participating in discussions with the County of Glenn and the City of Orland regarding an acceptable property tax split.

*City of Orland*

Under existing law, allocations of property taxes is to be determined as part of the submission of an annexation request to LAFCO, with the allocation the subject of negotiation between the City and County on a case-by-case basis. This has been the arrangement for many years, with little opposition from either party as to the allocation, resulting in a roughly equal division of the tax dollars. If the City of Orland and the County of Glenn so desire, a master tax sharing agreement may be reached.

*Glenn County Board of Supervisors*

The Board of Supervisors would like to thank the Grand Jury for bringing this issue to the forefront as this issue continues to be difficult to resolve. To clarify the issue, the State mandated property split under government code and AB-8 formula leaves no opportunity to change that property split. The County's calculation is audited by the State Controller on a regular basis and has always been found in compliance with the code. What is ultimately at issue is what portion of property tax will be paid to the County when property is annexed into the City's boundaries. Government code requires the County to be made whole as it relates to its cost of providing services for those incorporated properties and what is normally negotiated is some portion of the property tax growth from the base year.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted. However, follow-up investigation by the 2006-2007 Glenn County Grand Jury is recommended.



**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Development Impact Fees

**REPORT PAGE NUMBER:**

26-33

**RECOMENDATIONS:**

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

**RESPONSES:**

*Glenn County Board of Supervisors*

The Board concurs with the Grand Jury recommendations and the County is already in the process of gathering the proper data to allow the Board of Supervisors to implement a justifiable impact fee. The estimated time frame for implementing new impact fees to provide service, as indicated by the City of Orland, would be an improper use of impact fees as these fees are designed to help pay for increase capital needs caused by growth and not on going operational costs, which is supported by property tax. The City of Orland's comments also does not acknowledge or reflect that the growth within City boundaries also places an additional burden on County operations for all those services that are provided countywide.

*Glenn County Planning and Public Works Director*

The Glenn County Planning and Public Works Agency agrees that impact fees are necessary and it conducting the required nexus study to allow the Board of Supervisors to consider adopting such fees. It is important to note that impact fees are for capital costs and not operational costs. The above mentioned public services assessment could address the increase costs of operation of public services. The goal of the Agency is to present the study and the proposed impact fees to the Board before the end of the 2005 calendar year.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Glenn County Environmental Health

**REPORT PAGE NUMBER:**

36-37

**RECOMENDATIONS:**

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 laws that may impact North State Development.

**RESPONSES:**

*Glenn County Director of Environmental Health*

The Glenn County Health Department is designated a "Local Enforcement Agency" by the California Integrated Waste Management Board (CIWMB). This means we are responsible for ensuring that landfill activities meet the requirements of applicable laws and regulations. Monitoring at the landfill has revealed high levels of subsurface landfill gas at the permitted boundary of the landfill. This gas does not pose a health risk because there are no residences or other sensitive receptors near the landfill. The high gas levels do violate the law and may be contributing to groundwater contamination. The landfill operator (Glenn County Planning and Public Works Agency) is monitoring the levels of gas present and preparing a long-term plan for future landfill operations. Currently, the landfill is on the CIWMB's list of non-complying facilities and its operation under a Notice and Order issued by the health department. The Notice and Order has multiple deadlines developed in cooperation with Planning and Public Works Agency staff. The deadline for acquiring control of the landfill and a surrounding buffer zone is January 1<sup>st</sup>, 2006. The Glenn County Health Department strongly supports meeting this deadline and will be obligated to take further enforcement action if it is not met.

West Nile Virus / County wide Mosquito Abatement District

West Nile Virus (WNV) is a new disease for California. If experience in other states is an accurate predictor, WNV activity in the state will peak and then gradually taper off as the bird population develops resistance to the disease. Nationwide, there were 2,539 cases of WNV infection and 100 deaths reported to the CDC last year. Although the consequences of WNV infection can be severe, the risk of serious disease from WNV is much less than risks from other infectious diseases (According to the CDC, approximately 30,000 people in the U.S. Die of flu each year.

The Glenn County Health Department has always supported the formation of a countywide vector control district to protect the public health and improve the quality of life in Glenn County. This year we applied for and received emergency mosquito control funding to provide mosquito control for those parts of the county that are not protected by Statewide Sewage Disposal Regulations. In response to the legislative requirements in AB 885, the State Water Resources Control Board has proposed statewide regulations for on-site sewage disposal systems. The draft regulations are very wide-ranging and have the potential to completely change how sewage disposal systems are handled in Glenn County. The Director of the Glenn County Planning and Public Works Agency and the interim Director of County Health Services are planning to discuss the impacts of the proposed regulations at a study session with the Board of Supervisors later in the year.

#### *Glenn County Planning and Public Works Director*

The Glenn County Planning and Public Works Agency agrees with the findings that the landfill needs to be acquired and is working to accomplish that recommendation. While the Agency agrees that a county-wide mosquito abatement district is a good idea, such a proposal requires a vote by the property owners or residents of the district to allow its creation and financing.

#### *Glenn County Board of Supervisors*

The Board concurs with the responses by both the Planning and Public Works Director and the Environmental Health Director. As indicated in their responses the County is committed to properly running the county land fill and the Board of Supervisors is awaiting the results of the Long Term Land Fill Study. The County is very concerned that the State Legislation may create new laws that could adversely effect this and other northern counties economic recovery and growth and therefore the County watches

very closely the State legislative process.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted with a recommendation to the 2006-2007 Grand Jury for follow up investigations regarding the purchase of the landfill property.

**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Glenn Medical Center (GMC)

**REPORT PAGE NUMBER:**

38-40

**RECOMENDATIONS:**

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 organization and public volunteers such as senior citizens groups for assistance in the area of planting, beautification, and maintenance. Develop funding sources for expansion and improvements to help meet the year 2013 standards. Work with other rural hospitals and state legislators to amend 2030 standards to keep rural hospitals open and viable.

**RESPONSES:**

*Glenn County Medical Center*

Hospital officials recognize the importance of not only maintaining a viable and safe physical plant but also an aesthetic surrounding for the clients we serve. As such, the Medical Center will devote attention to the landscaping and external condition of the facility in coming years. To this end, we will invite area groups to assist us in a beautification effort.

Glenn Medical Center officials are full committed to “reversing out-migration” of patients from our service area to other communities. In the past year we have developed improved relationships with many physicians and allied health providers and will continue to move the facility forward in this direction. Hospital volumes are in fact growing, a measure of our success in these efforts.

This effort will also include periodic press releases on new developments and programs at Glenn Medical Center. Further, the hospital is developing, along with community and county representatives a local not-for-profit

Foundation. We believe strongly in a positive media relationship and in the past year have been fortunate in this regard with radio, press and television coverage. This work will continue in 2005-2006.

In the 2005-2006 year, GMC will introduce Mammography Screening. Dexa Screening for bone density testing, and it rapidly growing its Sleep Study Service. Additionally, the hospital is now licensed for "Swing Bed" patients, those who can be admitted at GMC while waiting for nursing home placement. The hospital is also engaged in the recruitment of two new physicians that we believe will further our mutual objective of Glenn County residents obtaining health care services locally.

The Grand Jury's recommendation regarding the development of funding for seismic standards compliance for the year 2013 is noted. I have enclosed, for the Grand Jury's review, our efforts as an industry this year through the California Hospital Association. I refer you to page two of the CHA Key State Issues update whereby you will see our efforts to extend seismic requirements deadlines. With respect to capital needed for seismic compliance, Glenn Medical Center will seek grants, donations and other income support as may be available. The new Foundation will also be apprized of our capital needs in this area.

Glenn Medical Center's mission is to provide accessible, high quality care to residents of Glenn County and the surrounding areas. We commit ourselves to this mission and thank the Grand Jury for their work and recommendations that will assist Glenn Medical Center going forward.

*Glenn County Board of Supervisors*

The Board concurs with the Grand Jury's recommendations and will discuss the deferred maintenance necessities of Glenn Medical Center with Enloe Medical, who has responsibility for operation of Glenn Medical. County staff has been working tirelessly with many public and private organizations to insure that the people of Glenn County will have a well run emergency medical facility for years to come.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Glenn County Jail

**REPORT PAGE NUMBER:**

41-42

**RECOMENDATIONS:**

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.

**RESPONSES:**

*Glenn County Sheriff*

1. Painting and repair of the facility - Preventive maintenance of the structure is normally completed on a scheduled routine. Because of mandated budget reductions during previous budget cycles, we were unable to carry out our painting schedule. With restored funds we are now able to paint the facility not only on an as needed basis but also follow scheduled painting for each housing pod and the rest of the structure.
2. Condition of kitchen floor - The tile flooring found in the kitchen is a historic dilemma. Slippery conditions, especially during the summer months when the water cooler is in use, have always been a safety concern. In order to alleviate the imminent chance of falls by staff and / or inmates, the tiles were diamond etched. This greatly reduced the dangerous conditions that existed in the original structure. Numerous consultants have advised us that this is the best solution to the problem.
3. Base Coving - The base coving has been replaced.
4. Sanitary Standards - The kitchen floor is swept after the completion of each meal. It is spot mopped after breakfast and lunch to remove any litter and waste present from food preparation. After the evening meal the floor is swept and completely mopped and sanitized. Because of time of the Grand Jury's visit which was during the meal preparation there may have been some disorder from inmates preparing the meal trays. For your reference we have attached the latest Glenn County Health Department's Inspection

report.

5. Lighting in the Visitation Booths - The lighting in the visitation areas is functional and provides adequate illumination for safety and vision.

6. Cameras will be added to the facility as needed to provide additional safety for staff and inmates.

*Glenn County Board of Supervisors*

The Board concurs with the Sheriff's response and would like to emphasize that with the selection of a new sheriff and the more positive prospective in the County's budget, we are confident that the Sheriff's Jail operation will again return to the position of being the model for others to strive toward.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted



**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Glenn County Sheriff's Department

**REPORT PAGE NUMBER:**

43-44

**RECOMENDATIONS:**

It is the recommendation of the Grand Jury to the Board of Supervisors to implement a one-time impact fee of approximately \$150 to \$200 from developers for all new residences in Glenn County to help cover the costs of increased services for Law Enforcement.

**RESPONSES:**

*Glenn County Sheriff's Department*

1. When the Grand Jury visited the department in November of 2004 budgetary issues were very real and loomed darkly over the services that the department had the ability to provide to the public. However, with recent turn-around in the State, and consequently the County budget, the level of service provided to the public should return to at least 03-04 levels. In fact it is anticipated that we will be even further enhancing services. Already on (1) K-9 unit has been returned to the street and the second K-9 is in training for narcotics detection. A second School Resource Officer has been dedicated to the Elk Creek Schools. All calls are being handled on the same day as received (barring any unforeseen emergency situation).
2. The Sheriff is currently working with the Planning Department in assessing the impact new developments will have on Law Enforcement costs. Studies are currently underway to determine the costs and needs we face in the near future with current projects before the Planning Commission as well as other projects that may be presented for consideration. Impact fees, service districts, and other revenue sources will be considered.
3. The county wide development of a "Citizen Corp" type citizen patrol program is currently funded under one of the Glenn Operational Area's Homeland Security Grants. This program is meant to involve citizens of both cities as well as the county in the fight against crime and in fostering

homeland security at the grassroots level.

We at the Sheriff's Department would like to thank the Grand Jury for their time and effort regarding the Sheriff's Department and all of the departments that fall under its umbrella. We look forward to serving the needs and requests of the newly impaneled Grand Jury in clearing up any misconceptions and/or questions they may have about our department. We are looking to the future and making what we believe to be innovative and progressive changes to the Sheriff's Department and are anxious to share our ideas with the Grand Jury members.

*Glenn County Board of Supervisors*

The Board concurs with the Sheriff's response and would like to point out that the county is currently in the process of putting together information required before any impact fee can be implemented. The Board would also like to clarify that impact fees can only be used for future capital needs caused by growth and that property and sales taxes are the source of revenue that pay for operational costs of most departments. The county and the cities are currently discussing a Master Tax Sharing Agreement that would ultimately provide all organizations with their fair share of property taxes, upon annexation of property, which would then be used to pay for operational costs associated with government services provided to those land owners.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
Evaluation of Responses To  
2004-2005 Glenn County Grand Jury Report**

**DEPARTMENT NAME:**

Intruder Alert Procedures

**REPORT PAGE NUMBER:**

45-46

**RECOMENDATIONS:**

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.

**RESPONSE:**

*Orland City Council / Chief of Police*

The Grand Jury summary of the incident giving rise to the school lockdown gives the impression that there was inadequate communication between the school authorities and law enforcement. This is contrary to the full report provided by the Orland Police Chief to the Grand Jury, as well as to the Orland City Attorney, in which he noted that, in response to the Superintendent's call to the department communications officer, the Chief advised the communications officer that the situation did not warrant such a drastic response as a school lockdown.

The Chief further advised the Grand Jury that the Orland Police Department was not notified of any subsequent meeting for debriefing, nor did the Chief of Police consider one necessary under the circumstances. The Superintendent, acting on his own, directed a school lockdown. He then met with his school principals to discuss the events of the day. It is the policy of the Orland Police Department to make determinations in the field as to the nature and extent of public safety responses, and to notify school authorities if appropriate to the circumstances. It is also the policy of the Orland Police Department to participate in debriefing meetings with school authorities, when and if, actions are taken concerning the schools, such as a lockdown.

The Orland Police Department has a long history of open communications with the Orland Unified Schools District, and will continue to maintain and improve upon that relationship. Upon appointment of a new superintendent

for the school district, the Chief of Police will meet with that appointee to not only the issue of intruder alert lockdowns, but also any other areas of public safety concerns that might be updated in the School Procedure Manual.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Jane Hahn Juvenile Hall

**REPORT PAGE NUMBER:**

47-48

**RECOMENDATIONS:**

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.

**RESPONSES:**

*Director of Probation*

**Flooring:** When the facility was remodeled, damp ground under the cement has caused the paint in some areas to bubble and peel. The flooring has been repainted several times but continues to peel. The contractor has indicated to us that it will take approximately 3 years for this drying process to cure. We have another 6 to 10 months to wait and then we will paint again.

**Fire Safety Equipment:** A foam fire extinguisher has been installed in the kitchen and inspected by the Health Department.

**Staffing:** A request has been made of the Board of Supervisors to allow for one additional staff to complete the staffing requirements per Title 15 and 24 of the Corrections Standards Authority (the old Board of Corrections) of California.

*Glenn County Board of Supervisors*

The Board concurs with the response of the Chief Probation Officer and the Board is committed to ensure that all our law enforcement agencies have the proper equipment and staffing to provide services that are mandated and or

funded from outside sources. The county has in past years been forced into cutting back staff and reducing the level of service, however with the 2005-2006 budget the county will start building back departments to prudent levels.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Orland Police Department

**REPORT PAGE NUMBER:**

49-50

**RECOMENDATIONS:**

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.

**RESPONSES:**

*Board of Supervisors*

The Board will make every effort to help the Orland City Council explore every option that is available to them.

*Planning Commission*

The Sheriff's Department is requesting re-occupying the Orland Substation. Therefore the space is not longer available to other uses.

*Orland City Council*

The issue of providing additional space through relocation of the Orland Police Department is under consideration by the Orland City Council as part of the overall prioritization of Capital Improvements Projects. Also, a feasibility study concerning development of a new police facility is presently underway. However, the recent decision by the Glenn County Sheriff to re-occupy the Orland substation has foreclosed any consideration by the City to utilize that facility for the Orland Police Department.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Willows Police Department

**REPORT PAGE NUMBER:**

51-52

**RECOMENDATIONS:**

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

**RESPONSE:**

The size and adequacy of the Willows Police Department facility has been an issue for over 10 years. Currently, there is adequate work space for the officers to prepare for shift, change, and complete their work while on shift.

As indicated in the Grand Jury Report, the City and Department have in the past explored options for the expansion and/or relocation of the Police Department. In 2002 a firm was commissioned to evaluate the Department's need for both the present and into the near future (20 years). The firm looked at both a new facility and remodeling and expanding the existing facility. While the City does own various parcels with the City, thus negating the need to purchase the land, the ground up cost of a new facility was estimated to be between \$155 and \$200 a square foot for a rudimentary facility depending on a variety of construction variables. The other option was to expand the existing facility. This became somewhat problematic as well, given the configuration and construction of the current facility. Nonetheless, an evaluation and estimate was provided. Again merely providing the basics, the cost was nearly 4 million dollars, which did not include other significant changes necessary to accommodate expansion at the existing City Hall site. The cost of each of these options was well beyond the fiscal means of a small city struggling to maintain current levels while balancing the budget.

While the City Council and the Chief of Police would certainly like to develop a larger facility for the Police Department, there are currently more



pressing needs within the City for the limited fiscal resources available.

With respect to increased staffing to handle around-the-clock calls for service, while this too is an accurate assessment, the current arrangement with the Glenn County Sheriff's Office allows for an economy of scale and amore efficient use of personnel to serve all of Glenn County. The Sheriff's Dispatch Center handles after-hours calls for both the Willows and Orland Police Departments. The cost to each City for these services, if combined, would not be sufficient to provide even a joint dispatch center for the two cities, much less either city individually.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Public Facilities Projects

**REPORT PAGE NUMBER:**

53-54

**RECOMENDATIONS:**

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

**RESPONSES:**

*Glenn County Planning and Public Works Agency*

The Glenn County Planning and Public Works Agency will continue to develop these county facilities projects as funds are available and will continue to try to access additional funds. The Agency will gladly update the 2005-2006 Glenn County Grand Jury on the status of projects.

*Glenn County Board of Supervisors*

The Board concurs with the Grand Jury's request and the 2005-2006 Grand Jury will be provided a complete status report of all facilities projects.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Butte City Boat Ramp

**REPORT PAGE NUMBER:**

55

**RECOMENDATIONS:**

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.

**RESPONSES:**

*Glenn County Planning and Public Works Agency*

Efforts continue to secure the required permits to allow dredging of the channel accessing the boat ramp. In addition, the county is working with Sacramento River Partners, State Department of Parks and Recreation, the Wildlife Conservation Board, the U.S Fish and Wildlife Service and Caltrans to consider an alternative site for a boat ramp facility that will reduce the need for annual dredging. Once a facility is made useable, the county will proceed to secure funds to install lighting and security improvements.

*Glenn County Board of Supervisors*

The Board concurs with the response of the Public Works Agency Director and supports ideas of providing a clean secure place for recreation.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Fleet Management

**REPORT PAGE NUMBER:**

56-57

**RECOMENDATIONS:**

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

**RESPONSES:**

*Glenn County Planning and Public Works Agency*

The Glenn County Planning and Public Works Agency continues to retrofit or replace diesel vehicles to comply with all State and Federal Clean Air Standards.

*Glenn County Board of Supervisors*

The Board concurs with Fleet Management's response. The Board of Supervisors will also ensure that when funds are available and it makes sense to upgrade to the new standards, that the Fleet Management pursues those retrofits.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Glenn County Airports

**REPORT PAGE NUMBER:**

65-66

**RECOMENDATIONS:**

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 10 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.

**RESPONSES:**

*Glenn County Planning and Public Works Agency*

Glenn County Planning and Public Works Agency has contracted with a consultant to develop a new Willows master airport plan that will also evaluate the alternative of consolidation of the two county airports. Results of the study should be available during Fiscal Year 2005-2006.

*Glenn County Board of Supervisors*

The Board concurs with the response from the Planning and Public Works Agency Director and is very interested in both of the county's airports as they are a vital piece to the economic recovery of the county.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

North Willows Storm Drainage

**REPORT PAGE NUMBER:**

67-68

**RECOMENDATIONS:**

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.

**RESPONSES:**

*City of Willows*

1. The North Willows Storm Drainage District, while operated and maintained by the County of Glenn, does contain both developed and undeveloped property within the corporate City limits. It is the City's current practice to require that new developments install streets, curbs, gutters, sidewalks, sewer and other storm drainage facilities necessary to serve their projects. If the proposed development is within the North Willows Storm Drainage District, the District would be asked by the City to review, condition, and approve a storm drainage plan prior to the City's approval of the development.
2. Recommendation #2 is not within the operational authority of the North Willows Storm Drainage District.

*Glenn County Planning and Public Works Agency*

1. New development within the district is evaluated to determine its appropriate share of costs to upgrade the drainage system. In addition, improvements have been made to the system in recent years that has improved the performance of the system. The county is developing the

necessary “nexus” study to establish impact fees for other public infrastructure.

2. Free dump days are not “free” as they cost from \$5,000 to \$20,000 to operate. The Glenn County Planning and Public Works Agency is working to expand litter control and maintenance responses to help control trash build up in drainage areas. In addition, maintenance responses to help control trash build up in drainage areas. In addition, household hazardous waste disposal and white iron/large appliance disposal is available at the landfill. Any program to provide “free” services requires funding that is not available for the issue identified in this section.

*Glenn County Board of Supervisors*

The Board concurs with the responses of both the City of Willows and the Planning and Public Works Director. The county will explore the use of outside funds to enable the county to offer free dump days to the residents of the County and the Board has approved a Code Enforcement position that will help the county and the cities with compliance issues that have been identified in the past.

**2005-2006 GRAND JURY REVIEW OF RESPONSES:**

Responses accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Orland Public Works and Infrastructure

**REPORT PAGE NUMBER:**

69-70

**RECOMENDATIONS:**

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

**RESPONSE:**

*City of Orland*

Future growth has been addressed in the General Plan update completed by Pacific Mutual Consultants in 2005, which was commissioned by the City Council in response to the significant number of new development projects submitted over the past year. Findings were reviewed by the City Engineer, who provided a schedule of development impact fees based upon the potential increases in demand on infrastructure. Those development impact fees were adopted by resolution of the City Council in July, 2005 and are now being collected for all new projects. The fees will be reviewed each year, and adjusted if necessary to accommodate further development..

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted



**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Capay Joint Union Elementary School

**REPORT PAGE NUMBER:**

72-73

**RECOMENDATIONS:**

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 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.

**RESPONSE:**

1. Initiate intruder-on-campus drills, procedures, and notification system without delay- This was done prior to the first day of school (August 10<sup>th</sup>, 2005 and the plan was reviewed with all staff on that day. Before reviewing the plan with staff, I shared the plan with Safety Officer Mark Marshall of Golden State Risk Management Authority and asked for and received input and his professional approval. Intruder drills will be scheduled once per trimester.
2. Install locking devices which may be locked from the inside - We will complete the application for Financial Hardship Modernization Funds from OPSC. If unsuccessful, we will look for other sources to fund the door lock project.
3. Put blinds on the windows - This finding and recommendation has us somewhat puzzled. The school currently has "blackout" curtains in six classrooms, blinds in the one portable classroom, cafeteria and GCOE building, as wells as in the principal's office. We're not clear a to why this was deemed a recommendation. I asked both the secretary and the

custodian about this and they both said they did not recall any discussion about this during the visit. Clarification on this issue would be helpful.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

C.K. Price School

**REPORT PAGE NUMBER:**

74-75

**RECOMENDATIONS:**

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 devise 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, without running.

**RESPONSE:**

*C.K. Price Middle School*

1. Emergency procedures moved to front of substitute manual for easier access and review as of August 5, 2005.
2. All classrooms equipped with inside door locks for intruder protection as of August 12, 2005.
3. Addendum made to fire drill procedure as of August 12, 2005 regarding walking not running during drill to assigned areas. Administration will monitor procedure.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Elk Creek School

**REPORT PAGE NUMBER:**

76

**RECOMENDATIONS:**

Install locks on the inside of the doors or used 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 devise 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.

**RESPONSE:**

*Stony Creek Unified School District*

Your report recommended installing locks on the inside of doors or using a foam rubber device currently being used at Willows Intermediate School.

I have instructed our school facilities supervisor to look into the foam rubber device mentioned in your letter. We are in the process of researching that option; initial inquiries have been possible. I will keep you informed of our progress.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Fairview

**REPORT PAGE NUMBER:**

77-78

**RECOMENDATIONS:**

Install locks on the inside of the 3 remaining doors or used 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 devise 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.

**RESPONSE:**

*Orland Unified School District*

The Director of Maintenance is aware of the problems with doors and in the interest of the student and staff safety has ordered appropriate hardware which will provide appropriate safety for the doors your report recognized and several additional doors which will also be upgraded with appropriate hardware at Fairview School. It is expected that these locks will be installed prior to the end of this calendar year. In addition, two locks will be replaced on doors at Orland High School to improve safety there.

We appreciate your taking note of safety problems at Fairview School and are also proud to report that our Director of Maintenance has also discovered the same concern and has appropriate hardware to repair and eliminate any safety problems which may exist at our school.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

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**DEPARTMENT NAME:**

Hamilton Union School District

**REPORT PAGE NUMBER:**

79

**RECOMENDATIONS:**

The District should continue its efforts to fund this project and provide matching funds for the JPA Door Lock Safety Grant.

**RESPONSE:**

*Hamilton Union Elementary School District*

1. The District will continue to fund this project and seek matching money from the JPA.
2. The District has included this project in its Five Year Plan for Deferred Maintenance.
3. The District must modify its original time line for completion of this project in light of the "Williams Settlement." Part of the funds which had been set aside for door locks must, because of Williams, be directed to other maintenance projects with a higher priority.

The safety of every person on our campus is a priority and the District wishes to that the Grand Jury for its assistance.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Lake School

**REPORT PAGE NUMBER:**

80

**RECOMENDATIONS:**

Install locks on the inside of the or used 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 devise 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.

**RESPONSE:**

*Lake School District*

I have had several discussions with our architect about using a different locking system that will allow a door to be locked from the inside. The locks we now use meet the Office of Public School Construction and Division of Stat Architect’s building code. I am also concerned that if we change to a system that allows doors to be locked from the inside some of our younger students may unknowingly lock them by mistake.

I will be visiting the Willows Intermediate School to look at the “foam rubber” device they are installing. If it looks appropriate and is affordable I will recommend to our Board of Trustees that we install them.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Murdock Elementary School

**REPORT PAGE NUMBER:**

81-82

**RECOMENDATIONS:**

Continue practicing drills as scheduled.

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

**RESPONSE:**

Murdock Elementary and Willows Unified School District like many other school districts is under very tight budget constraints. However, the Murdock administration in conjunction with the Superintendent, the Business Department of Willows Unified School District and Gaynor Telesystems, Inc. Is exploring options available and the costs that would be incurred when creating a secondary location for activating the alert system.

Murdock Elementary has regularly scheduled school safety drills, including fire drills and/or intruder on campus drills. Procedures used for intruder drills along with fire and earthquake drills are available upon request.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted



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**DEPARTMENT NAME:**

Plaza School

**REPORT PAGE NUMBER:**

83

**RECOMENDATIONS:**

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

**RESPONSE:**

No response received as of April 12<sup>th</sup>, 2006. Respondent is in violation of California Penal Code, Section 933.05 and has been reported to the 2005-2006 Glenn County Grand Jury Presiding Judge.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Princeton Elementary School

**REPORT PAGE NUMBER:**

84-85

**RECOMENDATIONS:**

The Grand Jury strongly recommends fine tuning and reviewing the written 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, not running.

**RESPONSE:**

No response received as of April 12<sup>th</sup>, 2006. Respondent is in violation of California Penal Code, Section 933.05 and has been reported to the 2005-2006 Glenn County Grand Jury Presiding Judge.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

**2005-2006 Glenn County Grand Jury  
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**DEPARTMENT NAME:**

Willows Intermediate School

**REPORT PAGE NUMBER:**

86

**RECOMENDATIONS:**

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

**RESPONSE:**

The Willows Intermediate School Administration agrees with the findings and recommendations of the Grand Jury regarding the need for more than one location, the school office, to activate emergency procedures.

We are currently pursuing this matter with Gaynor Telesystems, Inc., the company who installed our new communication system, during the Summer of 2004. We are in contact with Bob Murray, our Service Representative regarding the implementation of procedures enabling an emergency procedure to be initiated from multiple locations on our campus.

We believe these procedures can and will be implemented in the near future, unless we find these procedures to be cost prohibitive.

**2005-2006 GRAND JURY REVIEW OF RESPONSE:**

Response accepted