

**MINUTES OF A REGULAR MEETING OF THE BOARD OF SUPERVISORS,
COUNTY OF CALAVERAS, STATE OF CALIFORNIA,
HELD ON MONDAY & TUESDAY, DECEMBER 18 & 19, 2000**

PRESENT: Thomas Tryon, Chair; Paul Stein, Merita Callaway and Terri Bailey, Supervisors; Spencer Batchelder, County Counsel; Brent Harrington, County Administrative Officer; and Mary Jane Giuffra, Supervising Board Clerk

ABSENT: Lucy Thein, Vice-Chair

Meeting recorded on Cassettes 00-51 & 00-51A

10:00 a.m.: Chair Tryon called the meeting to order then acknowledged Eagle Scout Michael Busby who was present in the audience and asked him to lead everyone in the Pledge of Allegiance to the Flag.

C O N S E N T A G E N D A

Motion was made approving the following Consent Agenda, as submitted.

Moved: Stein Second: Bailey Approval: Unanimous Absent: Thein

1. Minutes of December 4, 2000, as written
2. CORRESPONDENCE: December 1-7, 2000 (see Pages 9 & 10)
3. RESOLUTION A RESOLUTION RECOGNIZING EAGLE SCOUT, MICHAEL WESTON
NO. 00-330 BUSBY, TROOP 343, FOR HIS OUTSTANDING ACHIEVEMENTS
4. RESOLUTION A RESOLUTION RECOGNIZING DEPUTY CHIEF DAVID J. ORTEGEL
NO. 00-331 FOR HIS 32 YEARS OF DISTINGUISHED SERVICE WITH THE
CALIFORNIA DEPARTMENT OF FORESTRY
5. RESOLUTION A RESOLUTION TRANSFERRING CALAVERAS COUNTY SURPLUS
NO. 00-332 PROPERTY TO THE SAN ANDREAS FIRE PROTECTION DISTRICT
6. RESOLUTION A RESOLUTION AUTHORIZING CALAVERAS WORKS AND HUMAN
NO. 00-333 SERVICES AGENCY DIRECTOR TO SIGN AN AGREEMENT WITH
COMMUNITY MEDICAL CENTER, DBA CALAVERAS HEALTH LINK,
RE: PROJECT FOR SERVICES THROUGH THE FAMILY PRESERVA-
TION AND SUPPORT PROGRAM AND COMMUNITY BASED FAMILY
RESOURCE AND SUPPORT PROGRAM
7. RESOLUTION A RESOLUTION AUTHORIZING CALAVERAS WORKS AND HUMAN
NO. 00-334 SERVICES AGENCY DIRECTOR TO SIGN AN AGREEMENT WITH
THE HUMAN RESOURCES COUNCIL, INC., FOR SERVICES
UNDER THE CHILD ABUSE PREVENTION, INTERVENTION AND
TREATMENT PROGRAM
8. RESOLUTION A RESOLUTION AUTHORIZING CALAVERAS WORKS AND HUMAN
NO. 00-335 SERVICES DIRECTOR TO SIGN AN AGREEMENT WITH HUMAN
RESOURCES COUNCIL FOR SERVICES THROUGH THE COMMUNITY
BASED FAMILY RESOURCE GRANT
9. MINUTE ORDER approving BUDGET TRANSFERS (2) totaling \$56,798.60 from
Trust 5479 to Airport Budget, object code 4721, and CIP Budget, object
code 4721, which in turn will be transferred to Airport and CIP Expense
object codes as follows:

RESOLUTION NO. 00-339 A RESOLUTION AWARDDING THE BID FOR LEGAL ADVERTISING FOR THE PERIOD JANUARY 1, 2001, THROUGH DECEMBER 31, 2002

17. BLM LAND EXCHANGE (00-51, I, 1750)

A request was received from Nancy Whittle, Agent for the Albasio Trust, to place certain property back on the BLM Exchange List.

Motion was made authorizing Mary Pitto, Sr. Administrative Analyst, to send a letter to the Bureau of Land Management (BLM) informing them that the County has released APNs 64-008-17 & 18 from the list of proposed future acquisitions and is requesting that said parcels be placed back on the BLM Exchange List.

Moved: Stein Second: Stein Approval: Unanimous Absent: Their

18. APPEAL/SUBDIVISIONS/PLANNING/PUBLIC HEARING (00-51, I, 1800, and Side II)

10:43 a.m.: Chair Tryon announced the noticed public hearing regarding an Appeal filed by Tom Moore re: Planning Commission's conditional approval of Tentative Subdivision Tract Map for Herbert, Patricia and Todd MacDonald (Vallecito Vineyards), Tract 582. John Anderson, Planning Dept., presented a map and explained the project. Chair Tryon opened the hearing for public testimony and requested that all persons intending to speak, rise and be sworn in by the Clerk. Tom Moore, appellant, submitted his comments indicating that he is not opposed to the project but has two issues: 1) Incorrect location of the applicant's easement which will affect his existing access; and 2) the need for a security fence. He addressed the continued use of his westerly access stating that if he loses this continued use, the neighbors to the east will be forced to use the easterly access.

Moore then referred to the Planning Commission's letter of Nov. 29, 2000, re: amended condition IV-3. He addressed the fence issue stating that a security fence, to be provided by the applicant, is necessary because with a new paved road there will be more traffic and more accessibility for thieves and vandals who will be attracted to his storage business. Moore agreed to providing 1/2 of the fence. John Anderson, Planner, stated that he feels the appellant, Mr. Moore, is not lacking access and does not feel that the County can guarantee him access in perpetuity. Chair Tryon interjected that this is a designed criteria.

Nancy Whittle, Real Estate Agent for the MacDonalds, submitted comments. Tom Moore, appellant, then made closing comments. It was clarified that the applicant has deeded rights and the appellant has perspective rights. County Counsel advised that the appellant has adequate rights. There being no others wishing to speak, Chair Tryon closed the public hearing and discussion returned to staff and the Board. Tryon supported the recommendations of staff and the Planning Commission and stated that he is not in support of the appeal because the appellant has adequate legal rights. He asked if the roads are offered for public dedication and Mr. Anderson indicated that they are offered for public utilities but not for roads. Tryon then requested that there be an offer of public dedication on the roads and further stated that he feels the obligation for a security fence falls on the appellant. Planning Director Hansen, Planning Director, indicated that this is an easement, not a road, and should not be offered for dedication. Tryon withdrew his request.

Motion was made to uphold the Planning Commission's decision re: Tentative Subdivision Tract Map 00-53 for Herbert, Patricia & Todd MacDonald and to deny the appeal of Tom Moore regarding the same.

Moved: Stein Second: Callaway Approval: Unanimous Absent: Their

RESOLUTION NO. 00-340 A RESOLUTION DENYING AN APPEAL OF THE PLANNING COMMISSION'S DECISION APPROVING 00-53 TENTATIVE SUBDIVISION TRACT MAP (VALLECITO VINEYARDS), TRACT 582, FOR HERBERT, PATRICIA AND TODD MacDONALD

19. AG PRESERVES/AGREEMENTS/AG DEPT./PUBLIC HEARING (00-51, II, 1527)

11:19 a.m.: Chair Tryon announced the noticed public hearings regarding the following Agricultural Preserves. Jearl Howard, Agricultural Commissioner, advised that all of these projects were reviewed by LAFCO and Planning and the Ag Advisory Committee has recommended approval of all the requests. Tryon then opened the public hearing for public comments but there were no persons wishing to speak; therefore, the hearings were closed and the matters returned to the Board for action.

Motion was made approving an amended contract with Mary Jane Garamendi, Trustee for the Garamendi Family Trust, to add 79.48 acres to existing Agricultural Preserve No. 56.

Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-341 A RESOLUTION AMENDING WILLIAMSON ACT CONTRACT 56 BY ADDING ADDITIONAL ACREAGE TO SAID CONTRACT

Motion was made approving an amended contract with Tim, Linda, Scott, Erin, Jeff and Shelly Pellaton to add 61.9 acres to existing Agricultural Preserve No. 56.

Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-342 A RESOLUTION AMENDING WILLIAMSON ACT CONTRACT 56 BY ADDING ADDITIONAL ACREAGE TO SAID CONTRACT

Motion was made approving the establishment of Agricultural Preserve No. 261.

Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-343 A RESOLUTION TO ESTABLISH AN AGRICULTURAL PRESERVE WITHIN CALAVERAS COUNTY (AG PRESERVE NO. 261)

Motion was made authorizing the Chair to execute a contract with Richard A. and Nancy C. De Busman for Ag Preserve No. 261.

Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-344 A RESOLUTION APPROVING A WILLIAMSON LAND CONSERVATION ACT CONTRACT

Motion was made approving the establishment of Agricultural Preserve No. 262.

Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-345 A RESOLUTION TO ESTABLISH AN AGRICULTURAL PRESERVE WITHIN CALAVERAS COUNTY (AG PRESERVE NO. 262)

Motion was made authorizing the Chair to execute a contract with the Cora M. Smith Irrevocable Trust for Ag Preserve No. 262.

Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-346 A RESOLUTION APPROVING A WILLIAMSON LAND CONSERVATION ACT CONTRACT

Motion was made approving the establishment of Agricultural Preserve No. 263.
Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-347 A RESOLUTION TO ESTABLISH AN AGRICULTURAL PRESERVE WITHIN CALAVERAS COUNTY (AG PRESERVE NO. 263)

Motion was made authorizing the Chair to execute a contract with Steve Wilensky and Patricia J. Noll for Ag Preserve No. 263.
Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-348 A RESOLUTION APPROVING A WILLIAMSON LAND CONSERVATION ACT CONTRACT

Motion was made approving the establishment of Agricultural Preserve No. 264.
Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-349 A RESOLUTION TO ESTABLISH AN AGRICULTURAL PRESERVE WITHIN CALAVERAS COUNTY (AG PRESERVE NO. 264)

Motion was made authorizing the Chair to execute a contract with Marvin G. and Judith A. Knowles for Ag Preserve No. 264.
Moved: Callaway Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-350 A RESOLUTION APPROVING A WILLIAMSON LAND CONSERVATION ACT CONTRACT

20. AUDITOR/TEETER FUNDS/LOANS/BUDGET (00-51, II, 1358)

Linda Carter, Auditor-Controller, submitted a request for approval of a short term loan for financing various County projects for FY 2000/01 due to the fact that it appears that the Tax Losses Reserve Fund will not receive enough TEETER Funds to cover special projects this year. CAO Harrington and Supervisor Callaway requested further clarification and Carter responded. There were also questions regarding the addition of the GIS Road Centerline project. Carter then advised that the resolution is incorrect and that the figure should be \$500,000, not \$300,000. Harrington recommended approval.

Motion was made to adopt the following resolution, as amended, authorizing a short-term loan in the amount of \$500,000 from the County's pooled cash for the Tax Losses Reserve Fund to finance special County projects as budgeted for FY 2000/01.
Moved: Bailey Second: Stein Approval: Unanimous Absent: Their

RESOLUTION NO. 00-351 A RESOLUTION AUTHORIZING SHORT-TERM LOAN FOR FINANCING VARIOUS COUNTY PROJECTS

21. APPOINTMENTS/PLANNING/COMMITTEES (00-51, II, 900)

Motion was made approving the appointment of Arthilyn Smith, Wayland Ezell and Greg Mayer as members of the Copperopolis Community Plan Advisory Committee, with Robert Brunner, Willa Jean Hirschaut and Wanda Thornton to serve as alternates, with terms to expire upon completion of the Copperopolis Community Plan.

Moved: Bailey Second: Callaway Approval: Unanimous Absent: Their

RESOLUTION A RESOLUTION APPOINTING MEMBERS TO THE COPPEROPOLIS
NO. 00-352 COMMUNITY PLAN ADVISORY COMMITTEE

22. PUBLIC WORKS/AGREEMENTS/SOLID WASTE (00-51, II, 880)

Motion was made to rescind a minute order approved October 10, 2000, and adopt a resolution authorizing the Director of Public Works to enter into an agreement with PG&E, in an amount not to exceed \$37,113.69, for the installation of electrical service at the Wilseyville Transfer Station.

Moved: Stein Second: Callaway Approval: Unanimous Absent: Their

RESOLUTION A RESOLUTION AUTHORIZING AGREEMENT WITH PG&E FOR INSTALLATION
NO. 00-353 OF ELECTRICAL SERVICE AT THE WILSEYVILLE TRANSFER STATION

23. APPOINTMENTS/COMMITTEES & COMMISSIONS (00-51, II, 760)

Motion was made approving the following appointments to various committees and commissions under the jurisdiction of the Board of Supervisors:

Moved: Bailey Second: Callaway Approval: Unanimous Absent: Their

COMMISSION ON AGING:

Judy Cook, District I, for a three year term to 12/31/03; George Klingelhoefter (incumbent), District II, for a three year term to 12/31/03; and Cliff Adams, District II, to complete an unexpired term to 12/31/02.

AGRICULTURAL ADVISORY COMMITTEE:

Douglas Joses (incumbent), District II, for a four year term to 12/31/04; and John Robie (incumbent), District V, for a four year term to 12/31/04.

AIR POLLUTION CONTROL HEARING BOARD:

Marie Robertson (incumbent) for a three year term to 12/31/03.

AREA 12 AGENCY ON AGING ADVISORY COUNCIL:

Patricia Franco (incumbent) for a three year term to 12/31/03.

CAMANCHE REGIONAL PARK ADVISORY BOARD:

Robert Herbst (incumbent) for a two year term to 12/31/02.

CSA #8 (SPRING HILLS) ROAD COMMITTEE:

Bill Hamilton (incumbent) for a four year term to 12/31/04.

CSA #12 (GOLDEN HILLS) ROAD COMMITTEE:

Jean Beaufort (incumbent) and John Lacey (incumbent) for four year terms to 12/31/04.

EMERGENCY MEDICAL CARE COMMITTEE

Judy Porteous (incumbent), District V, and Warren Wilkes (incumbent), District III, for two year terms to 12/31/02.

(continued to PAGE 7)

FISH & GAME COMMISSION:

Mark Owsald (incumbent), District III, Sam Marshall (incumbent), District IV, and Alice Raine (incumbent), District V, for two year terms to 12/31/02.

LAW LIBRARY BOARD OF TRUSTEES:

Robert Bassett (incumbent), Kenneth Airola (incumbent), and David W. Studly for one year terms to 12/31/01.

LIBRARY COMMISSION:

Patricia Lix (incumbent), District I, and Harry Brewster (incumbent), District II, for four year terms to 12/31/04.

MENTAL HEALTH BOARD:

Gina Ruhl, formerly Morales, (incumbent) for a three year term to 12/31/03, and Madaline Krska to complete an unexpired term to 12/31/01.

PEG COMMISSION:

George Fry, District IV, to complete an unexpired term to 12/31/01, Pamela Quyle (incumbent), District III, and Bill Nelson (incumbent), District V, for two year terms to 12/31/02.

SOLID WASTE TASK FORCE:

Rod Cummins (incumbent), representing Environmental Health Groups, and Gerald Andress (incumbent), representing the Recycling Industry, for two year terms to 12/31/02.

24. CORRESPONDENCE/SUPERVISORS (00-51, II, 698, and cont'd to 00-51A)

a) Supervisor Stein will attend tomorrow's study sessions; a Caltrans and CAMRA meeting on Wednesday; will conduct office hours on Thursday; and will be out of town Friday and for the remainder of the week; then reported on the meeting with PG&E re: divestiture (Project 137), etc., stating that the County is not included in the Draft EIR; b) Tryon reported on the RCRC meetings he attended last week re: power problems, water releases, co-generation, CALFED projects, etc.; c) Callaway will be touring the Tuolumne County Animal Shelter this Thursday then informed everyone that she passed the licensed timber operator test; d) Bailey will be attending the LAFCO meeting this evening; the Board of Realtor's luncheon tomorrow; will also tour the Tuolumne Animal Shelter on Thursday; and will be meeting with CalTrans tomorrow evening; e) CAO Harrington reminded the Board of Study Sessions scheduled for this afternoon and tomorrow and announced that their next Regular Board Meeting is set for Wednesday, January 3, 2001, at 10:00 a.m.; and further advised the Board that there will be a Study Session on the County's Animal Shelter sometime in February, 2001.

25 thru 30. STUDY SESSIONS/ADJOURNMENT

There being no further business requiring action this day, the meeting was adjourned to the following Study Sessions for the remainder of today, and continuing to tomorrow, December 19, 2000, with the Board to reconvene in a Regular Board of Supervisors Meeting at 10:00 a.m. on Wednesday, January 3, 2001. (Note: The meeting for the week of December 25, 2000 was previously canceled).

DEC. 18 & 19, 2001

25. STUDY SESSION re: Supervisorial District Redistricting; Admin. - discussion item only - no action
26. STUDY SESSION re: Status of County Fire/OES; Admin. - discussion item only - no action
27. STUDY SESSION re: Use of New State Road Revenue; Public Works - discussion item only - no action

TUESDAY, DECEMBER 19, 2000

28. STUDY SESSION with Calaveras County Historical Society re: possible renovation and use of the Red Barn; Admin. - discussion item only - no action
29. STUDY SESSION re: transition of County employees working in the Courts to "Court Employee Status" as of Jan. 1, 2001; Admin. - discussion item only - no action
30. STUDY SESSION re: changes in Planning Department Application Procedures; Planning - discussion item only - no action
31. STUDY SESSION re: with the U.S. Fish & Wildlife Service re: the Red Legged Frog - discussion item only - no action
32. STUDY SESSION re: various airport matters; Admin. - discussion item only - no action

ATTEST:

CHAIR

CLERK

(continued to PAGE 9)

FINAL MINUTES

C O R R E S P O N D E N C E

THE BOARD REVIEWED THE FOLLOWING CORRESPONDENCE AND TOOK NO FURTHER ACTION:

DECEMBER 1, 2000

1. From: State Board of Equalization re: Assessment Appeals Board Member Training; Action: cc: Board, County Counsel
2. From: 39th District Agricultural Association re: Invitation to Annual Dinner on January 12, 2001 in the Frogeteria; Action: cc: Board, Admin.
3. From: Central Sierra Planning Council & EDD re: Cancellation of December 6th Governing Board Meeting; Action: cc: Bailey & Callaway
4. From: State Board of Equalization re: Agenda for Board/Assessor's Meeting on December 12, 2000, in Sacramento; Action: cc: Board, Counsel
5. From: Area 12 Agency on Aging re: agenda for December 7th Board of Directors Meeting in Sonora; Action: cc: Stein, Admin.
6. From: Mountain-Valley EMS re: Agenda and packet for EMS Board of Directors meeting at Lake Tulloch on December 13, 2000; Action: referred to Thein; copy of Agenda to Admin. & Health Officer
7. From: State Board of Equalization re: Corrected Board-Prescribed Form for 2001; Action: cc: Board, County Counsel
8. From: Linda Perry for Children and Families Commission re: packet of information re: Proposal Evaluation (Stage III); Action: referred to Thein
9. From: Jim Moffett, Chief Probation Officer, re: informational packet for next meeting of the Juvenile Justice Coordinating Council on December 14; Action: referred to Callaway

DECEMBER 4, 2000

10. From: Madera County re: Reception in recognition of Retiring County Supervisor Gail Hanhart McIntyre on Monday, December 11, 2000; Action: cc: Board
11. From: Regional Council of Rural Counties re: Agenda for December 14, 2000, Board of Directors Meeting in Sacramento; Action: referred to Tryon, Bailey and Stein
12. From: Sierra Pacific Industries re: Nominating Committee - Mokelumne River Association: Progress Report; Action: referred to Stein and Callaway; cc: Admin.
13. From: State Dept. of Health Services re: Call for Prospective Bidders - Parkinson's Disease Community Outreach, Diagnosis, and Treatment Program; Action: cc: Board, Admin., Health
14. From: State Dept. of Forestry & Fire Protection re: Notice of Submission of Timber Harvesting Plans or Amendments thereto for Kevin Wentz, El Dorado County; Action: referred to Callaway
15. From: State Dept. of Alcoholic Beverage Control re: Application for license for Norma & Salvador Duenas for Pablitos of the Mother Lode, Arnold, CA; Action: referred to Planning; cc: Callaway
16. From: National Association of Development Organizations Research Foundation re: October issue of Economic Development Digest; Action: route & file
17. From: State Dept. of Water Resources re: selection of Public Advisory Committee for California Water Plan Update - Bulletin 160-2003; Action: cc: Board, Health, Environmental Health
18. From: California State University, Sacramento--California State Senate re: booklet of information on the 2001-2002 California Senate Fellows Program; Action: Individual copies to Board Members
19. From: State Board of Equalization re: Assessment Jurisdiction of Leased Wireless Communication Tower Sites; Action: Board, County Counsel
20. From: State Dept. of Motor Vehicles, Business, Transportation and Housing

(continued to PAGE 10)
FINAL MINUTES

DECEMBER 18 & 19, 2000

Agency, re: traffic safety grants for federal Fiscal Year 2002; Action: cc: Board, Public Works, Admin., COG

21. From: University of California, Cooperative Extension, re: December 2000 Update; Action: Individual copies to Supervisors

DECEMBER 5, 2000

22. From: Calaveras County Chamber of Commerce re: December 2000 Newsletter; Action: filed (Supervisors receive this at home)

23. From: Regional Council of Rural Counties re: Agenda for December 13th Environmental Services JPA meeting; Action: referred to Tryon and Bailey

24. From: Mountain-Valley EMS Agency re: Minutes of October 18th EMCC meeting and agenda for December 20; Action: referred to Thein; cc: Admin. and Health Officer

25. From: California Chamber of Commerce re: December 1, 2000 issue of "ALERT"; Action: file

26. From: Sierra Health Foundation re: Fall 2000 issue of "CPHC HIGHLIGHTS"; Action: Individual copies to Board Members

27. From: State Board of Equalization re: Summary of 2000 Property Taxes Legislation; Action: cc: Board, County Counsel

28. From: University of California re: Annual Financial Report 1999-2000; Action: referred to Supervisors Tryon & Stein

DECEMBER 6, 2000

29. From: Connie Cochran, Director-External Affairs, Pacific Bell, announcing her early retirement and introducing her replacement, Kathy Halsey; Action: Individual copies to Board Members

30. From: Regional Council of Rural Counties (RCRC) re: letter to Thomas Hannigan, Chairman, Governor's Drought Advisory Planning Panel, re: comments on Department of Water Resource's Contingency Plan; Action: cc: Board, Health, Environmental Health, Admin., County Counsel

31. From: Mountain-Valley EMS re: delay of Medicare Ambulance Fee Schedule; Action: cc: Board, Admin., Health Officer

32. From: Calaveras County Mental Health Board re: agenda packet for December 12, 2000 meeting; Action: referred to Thein & Bailey

DECEMBER 7, 2000

33. From: Nancy Norris, Mountain Ranch, re: opposition to clear cutting issue; Action: cc: Board, Admin., Planning

34. From: CSAC to Supervisor Stein thanking him for his participation in the New Supervisors Institute Program; Action: referred to Stein

35. From: State Board of Equalization re: Property Taxpayers' Bill of Rights Annual Report; Action: Individual copies to Board Members

36. From: National Association of Development Organizations Research Foundation re: November 2000 issue of the Economic Development Digest; Action: route & file

37. From: Terry Brekke, West Point, re: opposition to clear cutting; Action: cc: Board, Admin., Planning

38. From: Council for Responsible Public Investments re: brochure on tobacco divestment, etc.; Action: Individual copies to Board Members; cc: cover letter to Admin.

39. From: Ducks Unlimited, Inc., re: Winter 2000 issue of Valley-Bay Habitats; Action: Individual copies to Board Members

40. From: State Dept. of Transportation re: Congestion Mitigation and Air Quality Program (CMAQ); Regional Surface Transportation Program (RSTP); and Regional Transportation Enhancement Activities (TEA) - "Use it or Lose it" Notification; Action: cc: Board, COG

41. From: State Board of Equalization re: Assessors' Handbook Section 222, Standard Form List; Action: route & file to Board and County Counsel