AGENDA TRANSMITTAL FORM

AGENDA TRAI	NSMITTAL FORM X	Regular Agenda
To: Board of Supervisors		Consent Agenda Blue Slip
Date: April 20, 2015		Closed Session
From: Jon Hopkins, Dir.	Name of the second seco	g Date Requested:
(Department Head - please type)	Phone Ext. X759 04/28/	/15
Department Head Signature		
Agenda Title: Discussion and possible action regarding park	ng at the Pine Grove Town Hall	
Summary: (Provide detailed summary of the purpose of this item; attack Recently I have received complaints from property owner Zoli the Pine Grove Town Hall. These complaints are not new, yet	an Novaky and tenant Jerry Poore regarding the	public parking around
On November 22, 2011, the County entered into a ten (10) yea property. Since then I have spoken with Jan Houghton, Presic building is privately owned and to respect the property owne dated June 8, 2011 and page two (2) of the PGIC rental agreer	lent of the PGIC who actively informs patrons the rs rights. Also see the attached letter from Ms. Ho	parking around the oughton to Mr. Novaky
Also attached are maps showing the boundaries of the Town reference.	Hall, adjacent properties and the County lot just d	lown the street for
Recommendation/Requested Action:	7	
Discussion and possible action regarding parking at the Pine (Fiscal Impacts (attach budget transfer form if appropriate)	Staffing Impacts N/A	
N/A	IN/A	
Is a 4/5ths vote required?	Control Machado You D. N.	
Yes No 🗵	Contract Attached: Yes No Resolution Attached: Yes No	
Committee Review? N/A 🔀	Ordinance Attached Yes No	
Committee Recommendation:	Comments:	
Request Reviewed by:		
Chairman	Counsel <u>66</u>	
Auditor JOR	GSA Director	
CAO OL	Risk Management Sn	
Distribution Instructions: (Inter-Departmental Only, the requesting Depa	rtment is responsible for distribution outside County Depa	rtments)
GSA-Jon Hopkins; County Counsel-Gregory Gillott		
FOR CLE	RK USE ONLY	
Meeting Date 4/28/15 Time	Item# 4	
Board Action: Approved Yes No Unanimous Vot	a: Yes No	
	Ordinance Other:	
Noes Resolution(Ordinance	
Absent: Comments:		
	certify this is a true and correct copy of action(s) taken an of the Amador County Board of Supervisors.	id entered into the official
Completed by For meeting ATTES	T:	
Completed by For meeting of	Clerk or Deputy Board Clerk	

PINE GROVE CIVIC IMPROVEMENT CLUB

P. O. Box 284 Pine Grove, CA 95665

June 8, 2011

Mr. and Mrs. Zoltan Novacky 344 Pinnacle Lane Ione, CA 95640

Dear Mr. and Mrs. Novacky:

We want to let you know that the Town Hall will be reopening sometime the end of this month, and in the interest of being a good neighbor, we want to head off, to the best of our ability, any future parking problems. We have spoken with Sharon Lundgren, President of Volcano Telephone, who has graciously agreed to allow the use of Volcano's parking facility across from the park for events taking place in the Hall during off hours.

Additionally, anybody renting the hall is going to have to initial the portion of our contract that specifically states parking in your lot is strictly prohibited. That way they can't claim not to have seen it in the contract and know it is their responsibility to inform their guests, attendees, etc.

At regularly scheduled events, we will consistently remind people that parking in your lot is prohibited.

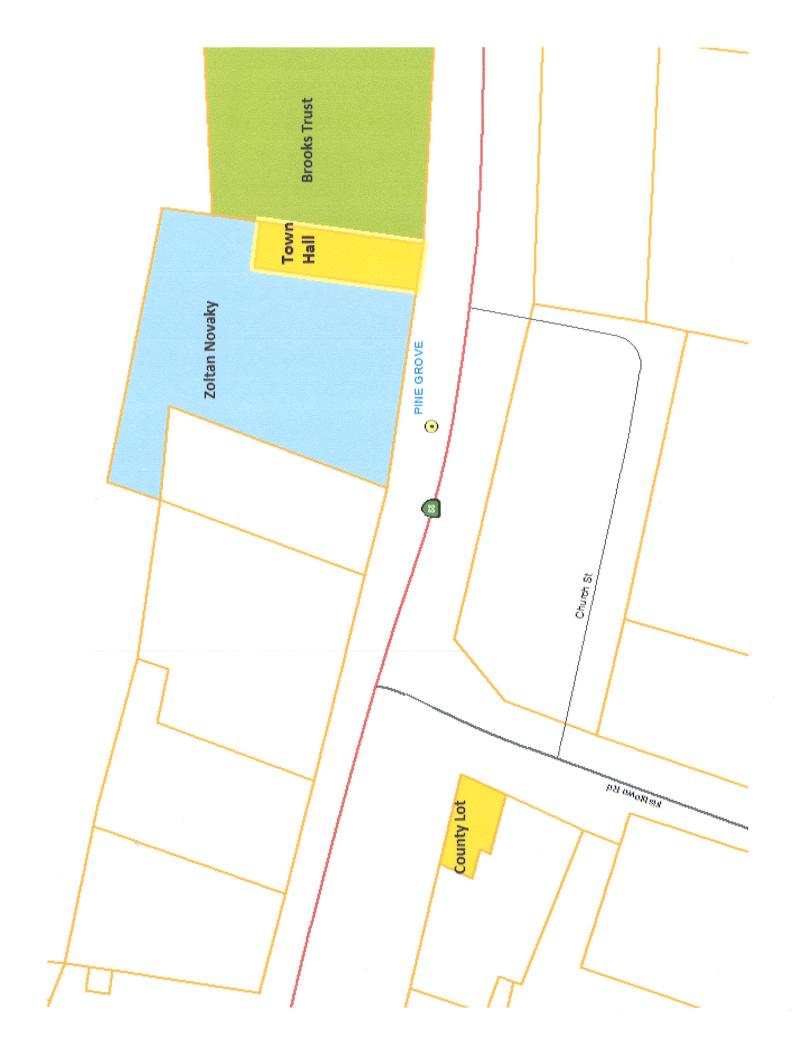
We can only hope that our efforts, coupled with the posted signs, will significantly reduce parking violations. However, as you know, we cannot control, nor police, an individual's action or decision. Therefore, we acknowledge that you are completely within your rights to have a consistent violator towed from your lot at the owner's expense. Unfortunately, sometimes that's what it takes to get someone's attention.

Please know that we do understand the inconvenience imposed by unauthorized parking to you and your tenants. It is our sincere hope that you and your tenants also understand that we are doing, and will continue to do, our best to mitigate and minimize this parking issue.

Sincerely,

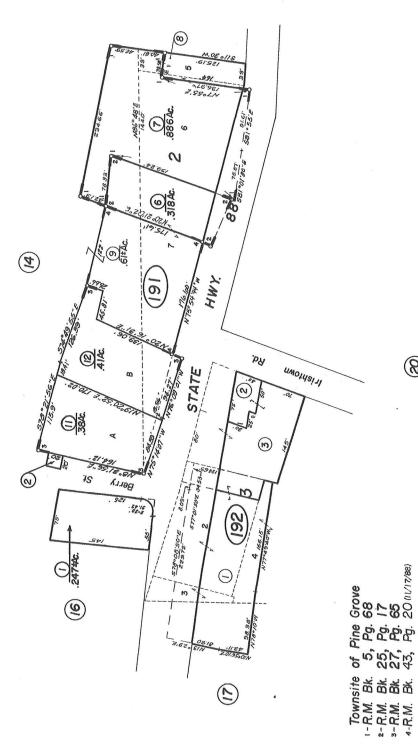
Jan Houghton President

Copy to: County Supervisor Louis Boitano County Supervisor Ted Novelli



<u>Cancellation</u> A Fifty (\$50.00) cancellation fee will be charged if th event is canceled less than ten (10) calendar days before the event.
Damage/Hall Property The undersigned is responsible for any damage to the building, its facilities, property, and for proper clean of all rented areas, inside and outside, and for material used. All property shall be replaced/restored to their proper storage place. The piano, if moved, shall be returned to its original location. All restrictive signs shall be adhered to. Hall property will not be removed from the Hall at any time. All lights, heat, stoves and coolers shall be turned off after facility use.
Lift The lift is strictly for disabled person use only. It may not be used for transporting anything else.
Keys Keys to the facility are a part of this agreement, and all keys issued are to be returned at the conclusion of the rental agreement. A \$20.00 charge will be made for each lost key. Keys may be picked up 1/2 hour before the rental period. Other arrangements are at the discretion of the rental agent.
Parking The property ediscout to the Late with the same of the sam
Parking The property adjacent to the hall on either side is not Hall Property. The emergency exit east and rear of the building is NOT HALL PROPERTY. "Emergency" is defined as fire or persons needing ambulance service. Disabled persons must use the lift in front of the building. The driveway is private property: it shall be kept clear at all times. You may park on the side of the highway or in the Community Park parking lot. Vehicles parked in the east or west sides of the building may be towed at the owner's expense.
Wood Floor The hall floor is highly finished at great expense. To clean, use the brooms or oiled dust mops stored in the broom room. Use a damp mop to clean spills. Do not wet mop the hall floor. Use NO Detergents to clean the hall floor.
Plumbing This building uses a septic tank. Kleenex, feminine hygiene products, or any other items not intended to be flushed down the toilet may plug the system. If the plumbing becomes clogged during

Rental Agreement P.G. Civic Improvement Club P.Z



NOTE—Assessor's Block Numbers Shown in Ellipses. Assessor's Parcel Numbers Shown in Circles.

Assessor's Map Bk.30, Pi County of Amador, Cali

8

	AGENDA TRANSMITTAL	<u>. FURIM</u>	Regular Agenda
То:	Board of Supervisors		Consent Agenda
Date:	04/20/2015		O Blue Slip Closed Session
	Ion Hanking Congret Consists Dive		Meeting Date Requested:
From:	Jon Hopkins, General Services Dire	Phone Ext. x470	04/28/2015
	(Department Head - please type)		
Departme	ent Head Signature		
Agenda Title	e: Discussion and possible action for	repairs to the Scout Hut septic system at	Pioneer Park
Summary: (Provide detailed summary of the purpose of this	CARCAN SANDA SANDA SE DE REMEMBERA DE ANTRE DE REMEMBERA DE LA COMPANSIONA DEL COMPANSIONA DE LA COMPANSIONA DE LA COMPANSIONA DE LA COMPANSIONA DEL COMPANSIONA DE LA COMPANS	
	e the attached memorandum dated 4/		
Recommend	dation/Requested Action:		
rtocommone	adion/requested /retion.		
Fiscal Impac	cts (attach budget transfer form if appropriate)	Staffing Impacts	
ls a 4/5ths v	ote required?		
	Yes No No	Contract Attached: Resolution Attached:	Yes O No O N/A
Committee F	Review?	N/A Ordinance Attached	Yes No N/A Yes No N/A
Name		Comments:) 1.60 O 110 O 110/1
Committee F	Recommendation:	Gorimonia.	
Request Re	viewed by:		
Chairman _		Counsel	
Auditor	YOR	GSA Director	
		(LOV	
CAO		Risk Management	
Distribution I	nstructions: (Inter-Departmental Only, the req	uesting Department is responsible for distribution o	utside County Departments)
GSA			
Marking Date		OR CLERK USE ONLY	
Meeting Date	4/28/15	Time	Item#
Board Acti	on: Approved Yes No Unan	mous Vote: YesNo	
Ayes:	Resolution	Ordinance	Other:
Noes	Resolution	Ordinance	
Absent:	Comments:		
Distributed on	A new ATF is required from	I hereby certify this is a true and correct copy of ac records of the Amador County Board of Supervisor	ction(s) taken and entered into the official
		- Court of the / that of County Board of Supervisor	
Completed by	Department For meeting	ATTEST:	
	1 or modulig	Clark or Deputy Board Clark	

AGENDA TRANSMITTAL FORM

GENERAL SERVICES ADMINISTRATION

MAIL: 12200-B Airport Road, Jackson, CA 95642 LOCATION: 12200-B Airport Road, Martell, CA

PHONE: (209) 223-6744 FAX: (209) 223-0749 E-MAIL: jhopkins@co.amador.ca.us



Summary Memorandum

TO:

Board of Supervisors

FROM:

Jon Hopkins, Director

DATE:

April 21, 2015

RE:

Sierra Baptist Church - Scout Hut septic system.

Approximately a year ago the Board took action to keep the Scout Hut closed until funds became available to repair the failed septic system. At that time we discussed an alternative to potentially tie the Scout Hut to the Library's system.

Recently I met with Mr. Robert Mees who has expressed interest through the Sierra Baptist Pioneer Church to repair the Scout Hut septic system. They would explore tying the system to the Snack Shack's septic system rather than the Library's system as the run of the line is much shorter. Mr. Mees was advised this work would need to be approved by the Environmental Health Department. The Church is viewing this as a viable project that will eventually add greater value to the community allowing the Scout Hut to be used once again.

Therefore, the Church is seeking permission, first to assess the feasibility and cost of the repairs, and second, to proceed with the repairs if the feasibility and cost make fiscal sense to them.

Considerations:

- 1. Can permit fees be waived?
- 2. Any permits fees required to be paid, would be paid for by County?
- 3. Does the County want multiple organizations to share utilities as this can complicate the management of the facilities?

Recommendation: Discussion and possible action based upon Board feedback.

Cc:

Christine Poe, Executive Assistant

File

AGENDA TRANSMITTAL FORM Regular Agenda To: **Board of Supervisors** O Consent Agenda Blue Slip 04/22/2015 Date: Closed Session Meeting Date Requested: Brian Oneto, Chairman From: Phone Ext. x470 (Department Head - please type) Department Head Signature _ Agenda Title: Chamber of Commerce Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary) Discussion and possible action relative to an update by Amador County Chamber of Commerce and Visitor's Bureau representatives and a request for TOT funds for 2015-2016. Recommendation/Requested Action: Fiscal Impacts (attach budget transfer form if appropriate) Staffing Impacts Is a 4/5ths vote required? Contract Attached: N/A Resolution Attached: Committee Review? N/A Ordinance Attached Name Comments: Committee Recommendation: Request Reviewed by: Chairman _ Counsel GSA Director CAO Risk Management Distribution Instructions: (Inter-Departmental Only, the requesting Department is responsible for distribution outside County Departments) FOR CLERK USE ONLY Meeting Date Time Item # Board Action: Approved Yes___ No___ Unanimous Vote: Yes No Ayes: Resolution Ordinance Noes Resolution Ordinance Absent: Comments: A new ATF is required from I hereby certify this is a true and correct copy of action(s) taken and entered into the official Distributed on records of the Amador County Board of Supervisors. Department Completed by For meeting ATTEST: _ Clerk or Deputy Board Clerk

Amador County Board of Supervisors:

Dear Board of Supervisor's:

Please find the Amador County Chamber of Commerce and Visitor's Bureau (ACVB) request for TOT funds for 2015-2016.

The Amador County Chamber of Commerce and Visitor's Bureau handles several thousand phone calls and mail per year regarding community events and tourism. Our intention is to promote and market Amador County in media that we can measure results and response.

The Amador County Chamber of Commerce and Visitors Bureau is a non-profit organization who continuously is marketing and developing business and tourism strategies. We are seeking 25,000 in TOT funds to uphold our organization. We are currently taking steps to retain our members and grow business in Amador County.

Recently, we have added a Phone app, which reaches about 750,000 people. This application will allow visitors and members of the community to find businesses by categories and works off GPS technology. We are offering more education and networking opportunities to Chamber members as well as the General Public. (Please See Attached Schedule.) We offer the latest information about churches, schools, local government, media, civic and non-profit organizations. We distribute materials on other organizations, such as ACT, JBCA, Sutter Creek Business and professionals, Vintners Association, local and state parks, camping facilities, RV parks, etc.

As you know technology is constantly changing and in order for us to maintain our commitment to members, business, tourists and the community we need revenue to continue operating. Our website is written in an old program called Pearl; therefore it cannot be changed or modified. We are seeking a new website. Our office is currently operated with1 full time employee, 1 part-time and volunteers. We need to hire more staff. As you know we are located on Main Street in Jackson and we must have our office open 7 days a week. We need staff to maintain our phone lines, mail, media, and answer questions for visitors and members, provide information about Amador County. The Chamber of Commerce has been in existence for over 80 years and the visitor's bureau is an essential part of the organization.

Please find a copy of our budget, our retention report, and our educational classes. We appreciate your review of our request for TOT funding and appreciate all of the support you have previously given us.

Sincerely,

Amador County Chamber of Commerce and Visitor's Bureau

Amador County Chamber of Commerce Profit & Loss Budget Overview July 2015 through June 2016

	Jul '15 - Jun 16
Ordinary Income/Expense	
Income 4010 · MEMBERSHIP RENEWAL 4030 · Web Link/Advertising 4031 · eBlast 4040 · MIXER REVENUE	56,250.00 2,520.00 1,500.00 9,600.00
4050 · SPECIAL EVENTS Business Person of the Year Fair Lounge Chairs Golf Tornament Trade Show Booth 4050 · SPECIAL EVENTS - Other	12,500.00 0,00 7,500.00 6,750.00 0.00
Total 4050 · SPECIAL EVENTS	26,750.00
4065 · DONATIONS 4090 · MISCELLANEOUS REVENUE 4100 · GRANTS 4105 · COUNTY ALLOCATION 4310 · CITY PROMOTION FUNDS	500.00 1,000.00 0.00 25,000.00 5,000.00
Total Income	128,120.00
Expense 6000 · SALARIES 6010 · PAYROLL TAXES Progressive Payroll Issue 6010 · PAYROLL TAXES - Other	70,000.00 0.00 7,000.00
Total 6010 · PAYROLL TAXES	7,000.00
6015 · FRANCHISE TAX 6040 · FACILITIES & EQUIPMENT	10.00
6041 · Maintenance & Repair. 6042 · Janitorial Service 6043 · Garbage Service 6050 · Utilities 6190 · Rent 6191 · Settlement for Copier	2,500.00 0.00 450.00 6,000.00 10,500.00 2,400.00
Total 6040 · FACILITIES & EQUIPMENT	21,850.00
6060 · LIABILITY INSURANCE 6070 · Directors/Officers Liquor Ins 60900 · Business Expenses California Statement of Info	2,500.00 1,500.00 20.00
Total 60900 · Business Expenses	20.00
6100 · DUES & SUBSCRIPTIONS California Chamber of Commerce	250.00
Total 6100 · DUES & SUBSCRIPTIONS	250.00
6140 · BANK CHARGES Merchant Bank Card Fee PayPal Discount Fees	500.00 0.00
Total 6140 · BANK CHARGES	500.00
6170 · PROMOTION Advertising Amador Co. Fair Lounge Chairs California State Fair Christmas Delights County Maps Web Page Hosting/Design	1,500.00 0.00 1,000.00 400.00 0.00 5,100.00
6170 · PROMOTION - Other	0.00
Total 6170 · PROMOTION	8,000.00
6171 · SPECIAL EVENTS EXPENSES Amador Choraliers Tickets sold Business Person of the Year Golf Tournament	0.00 12,500.00 4,000.00

11:09 AM 04/21/15 Accrual Basis

Amador County Chamber of Commerce Profit & Loss Budget Overview July 2015 through June 2016

	Jul '15 - Jun 16
Shirts Trade Show	0.00 2,500.00
Total 6171 · SPECIAL EVENTS EXPENSES	19,000.00
6176 · MIXER 6200 · LEGAL & ACCOUNTING	3,000.00
6202 ⋅ E-Chamber Software 6205 ⋅ Payroll Services	1,200.00 1,320.00
Total 6200 · LEGAL & ACCOUNTING	2,520.00
6500 · PROPERTY TAXES 65000 · OPERATIONS	100.00
6110 · Office Supplies 6120 · Printing & Reproduction 6130 · Postage 6150 · Telephone, Telecommunications	3,600.00 4,200.00 2,000.00 3,800.00
Total 65000 · OPERATIONS	13,600.00
6700 · MEALS & ENTERTAINMENT 68300 · TRAVEL & MEETINGS 6172 · Mileage/Car Allowance	0.00
	1,500.00
Total 68300 · TRAVEL & MEETINGS	1,500.00
6888 · MISCELLANEOUS EXPENSE	420.00
Total Expense	151,770.00
Net Ordinary Income	-23,650.00
Net Income	-23,650.00

Net Gain For Net Gain For 2013 2014

55 43

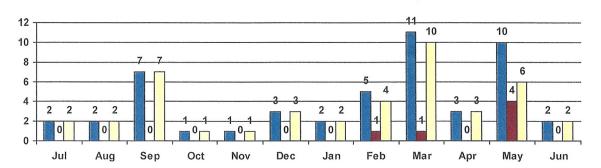
Current Retention Rate

98.0%

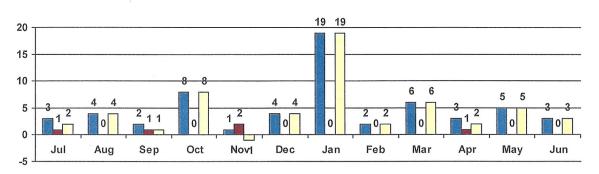
Note: This report is based on Fiscal year (See Organization Info)

Retention defined as: (Total Current Members - New Members - Terminated Members) / (Total Members - New Members)

Member Growth-Requested Year



Member Growth-Prior Year



■ New ■ Terminations □ Difference

Month	Curi	rent Year	_	Total Members	Last New	Year Loss	Net Gain	Total Members
July	2	0	2	334	3	1	2	279
August	2	0	2	336	4	0	4	283
September	7	0	7	343	2	1	1	284
October	1	0	1	344	8	0	8	292
November	1	0	1	345	1	2	-1	291
December	3	0	3	348	4	0	4	295
January	2	0	2	350	19	0	19	314
February	5	1	4	354	2	0	2	316
March	11	1	10	364	6	0	. 6	322
April	3	0	3	367	3	1	2	324
May	10	4	6	373	5	0	5	329
June	2	0	2	375	3	0	3	332
TOTALS:	49	6	43		60	5	55	

Net Gain For

2014 43

Net Gain For 2015 43

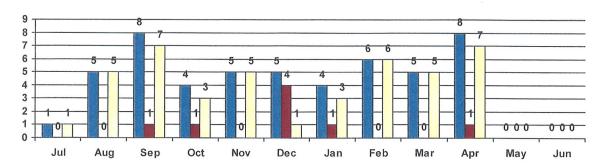
Current Retention Rate

97.7%

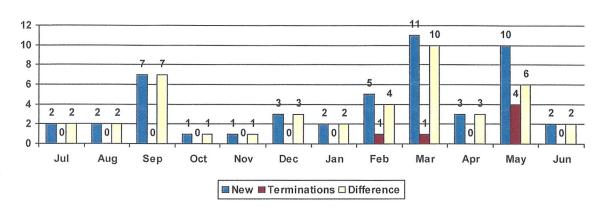
Note: This report is based on Fiscal year (See Organization Info)

Retention defined as: (Total Current Members - New Members - Terminated Members) / (Total Members - New Members)

Member Growth-Requested Year



Member Growth-Prior Year



Month	Cur	rent Yea		Total Members	Last Y	Year Loss	Net Gain	Total Members
July	1	0	1	376	2	0	2	334
August September	5 8	1	7	381	7	0	7	336
October	4	1	3	391	1	0	1	344
November	5	0	5	396	1	0	1	345
December	5	4	1	397	3	0	3	348
January	4	1	3	400	2	0	2	350
February	6	0	6	406	5	1	4	354
March	5	0	5	411	11	1	10	364
April	8	1	7	418	3	0	3	367
May	0	0	0	418	10	4	6	373
June	0	0	0	418	2	0	2	375
TOTALS:	51	8	43		49	6	43	



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MyChamberApp is a mobile directory built for the Chamber of Commerce community. Chamber members can find and promote their Chamber businesses, events, and network within their local community.

Equipped with location based mobile technology, the information is instantly geographically relevant, making it a great way to find local discounts and hot deals.

It is available to download for free on the iPhone, iPad, Android, and Blackberry.

MyChamberApp moves your community mobile, check out how we can help your business today!



Download Now

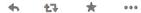
My Harris App

Find us at:



My Chamber App @mychamberapp · Sep 19

Droid updates are up! Oh, and the new iPhone is out... Who's getting one today or this weekend? #PrepareForALine

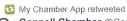




My Chamber App @mychamberapp · Sep 16

Getting the new #iPhone6?! We're ready with new features to sync with new capabilities.









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The #Coppell Chamber has a new mobile app! The business directory in your pocket! Download @mychamberapp today!



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Amador County Chamber of Commerce Education Classes:

2015

May: Monthly membership meeting and how to manage your

digital footprint online. Stephen C

June: How to manage your investments, retirement account:

William Peterson

July: Motivational Speaker: Betsy Sanders

August: How to enroll in insurance, Bob M.

September: How To hire employees: Regal Cinemas

October: How to obtain a commercial loan: Wells Fargo

November: Membership Meeting: Chamber

December: Mini Tradeshow

AGENDA TRANSMITTAL FORM Regular Agenda To: **Board of Supervisors** Consent Agenda Blue Slip 04/28/2015 Date: Closed Session Meeting Date Requested: Brian Oneto, Chairman Phone Ext. x470 From: 04/28/2015 (Department Head - please type) Department Head Signature Agenda Title: Healthy Amador Project Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary) Discussion and possible action relative to continued endorsement of and possible support for the Healthy Amador Program. Recommendation/Requested Action: Fiscal Impacts (attach budget transfer form if appropriate) Staffing Impacts Is a 4/5ths vote required? Contract Attached: Resolution Attached: Committee Review? Ordinance Attached Name Comments: Committee Recommendation: Request Reviewed by Chairman Counsel (Auditor GSA Director CAO Risk Management Distribution Instructions: (Inter-Departmental Only, the requesting Department is responsible for distribution outside County Departments) FOR CLERK USE ONLY Meeting Date Time Item # Board Action: Approved Yes_ Unanimous Vote: Yes___No__ Resolution Ordinance Other: Noes Resolution Ordinance Absent: Comments: A new ATF is required from I hereby certify this is a true and correct copy of action(s) taken and entered into the official Distributed on records of the Amador County Board of Supervisors. Department Completed by ATTEST: _ For meeting Clerk or Deputy Board Clerk

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN	THE	MA	TTER	OF:
----	-----	----	-------------	-----

RESOLUTION SUPPORTING THE)	RESOLUTION NO.	14-001
HEALTHY AMADOR PROGRAM)		

WHEREAS, the mission of Amador Public Health is "Caring commitment to community health by promoting individual health, preventing disease and disability, and protecting against environmental risk, through education and intervention"; and

WHEREAS, the focus of Amador Public Health is to prevent rather than treat a disease through surveillance of cases and the promotion of healthy behaviors; and

WHEREAS, 61% of Californians are overweight or obese; and

WHEREAS, regular exercise can decrease chronic disease including heart disease, strokes, diabetes, cancers and dementia; and

WHEREAS, regular exercise has the potential to decrease Amador County health care costs and improve the quality of life.

THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California that said Board does hereby proclaim support for the Healthy Amador Project. We further encourage all County Departments and staff to participate in this program and help to improve the health and fitness of all Amador County residents.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the 14th day of January, 2014 by the following vote:

AYES:

Theodore F. Novelli, Brian Oneto, John Plasse, Richard M. Forster and

Louis D. Boitano

NOES:

None None

ABSENT:

Richard M. Forster, Chairman

ATTEST:

JENNIFER BURNS, Clerk of the Board of Supervisors, Amador County, California

Deputy

	AULI	NUA IKANSMIITAL	- FURIVI		Regular Agenda
То:	Board o	of Supervisors			Oconsent Agenda
Date:	04/28/2	015			Blue Slip Closed Session
Erom:	Jennife	r Burns, Clerk of the Board	Dh	- x470	Meeting Date Requested:
From:		artment Head - please type)	Pn	one Ext. x470	04/28/2015
Departme		Signature			
Agenda Title					
C	_				
		tailed summary of the purpose of this le approval of the April 14, 20			
	a poo	io approvai or ino tipin tri, _	710 Rogalai mee	ung minates.	
Recommend	lation/Regu	uested Action:			
Fiscal Impac	ts (attach b	oudget transfer form if appropriate)		Staffing Impacts	
Is a 4/5ths vo	ote require	d? Yes No No		Contract Attached:	Yes O No O N/A
Committee R	Review?	1000	N/A	Resolution Attached:	Yes O No O N/A
Name				Ordinance Attached	Yes No N/A
Committee R	Recommend	dation:		Comments:	
Request Re	viewed by:				
Chairman _			Counsel		
Auditor			GSA Dire	ector	
CAO			Risk Mar	nagement	
Distribution I	nstructions	s: (Inter-Departmental Only, the req			
Sheriff's O		. (mtor bopartmontal omy, mo roq	desting Department	is responsible for distribution of	idiside County Departments)
Meeting Date	2 /	F	OR CLERK USE		ham #
Meeting Date	4/2	8 15	Time		Item#
			nimous Vote: Yes		
Ayes:		Resolution			Other:
Absent:		Comments:	Ordinance		
Distributed on		A new ATF is required from			ction(s) taken and entered into the official
Distributed on			records of the Am	ador County Board of Supervisor	rs.
Completed by		Department For meeting	ATTEST:		
o o mpiotou by		of		r Deputy Board Clerk	

AGENDA TRANSMITTAL FORM