



Board of Supervisors

Dwight Ceresola, Chair 1st District
Kevin Goss, 2nd District
Tom McGowan, 3rd District
Greg Hagwood, Vice Chair 4th District
Jeff Engel, 5th District

**AGENDA FOR REGULAR MEETING
MARCH 21, 2023 TO BE HELD AT 10:00 AM
520 MAIN STREET, ROOM 308, QUINCY, CALIFORNIA**

9:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION

www.countyofplumas.com

AGENDA

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any person desiring to address the Board shall first secure permission of the presiding officer. For noticed public hearings, speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

CONSENT AGENDA: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

Live Stream of Meeting

Members of the public who wish to watch the meeting, are encouraged to view it [LIVE ONLINE](#)

ZOOM Participation

The Plumas County Board of Supervisors meeting is accessible for public comment via live streaming at: <https://zoom.us/j/94875867850?pwd=SGlSeGpLVG9wQWtRSnNUM25mczlvZz09> or by phone at: Phone Number 1-669-900-9128; Meeting ID: 948 7586 7850. Passcode: 261352

Public Comment Opportunity/Written Comment

Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting.

Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address Public@countyofplumas.com

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements by, or brief reports on their activities by County Department Heads

ACTION AGENDA

1. UPDATES AND REPORTS

A. DIXIE FIRE COLLABORATIVE

Report, update, and discussion on Dixie Fire Collaborative efforts

B. MUNIS HR/PAYROLL MODULE UPDATE

Report, and update, on Pentimation, Tyler/ Munis software migration and efforts.

2. **CONSENT AGENDA**

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a **Four/fifths roll call vote**.

A. **SHERIFF**

- 1) Approve and authorize the Chair to sign an Agreement between the Plumas County Sheriff's Office (PCSO) and Little Norway Marine Service, for provision of SO boat maintenance and repair; effective May 1, 2023; not to exceed \$25,000.00; approved as to form by County Counsel. **View Item**

B. **FACILITY SERVICES**

- 1) Approve and authorize the Chair to sign an Agreement between Facility Services and Frank's Garage LLC for inspection, maintenance, and repair of county service vehicles and pool cars; not to exceed \$10,000.00 approved as to form by County Counsel. **View Item**
- 2) Approve and authorize the Director of Facility Services & Airports to allow The Almanor Foundation to host a "fly-in" dinner and dance at Rogers Field on September 23, 2023. **View Item**
- 3) Approve and authorize the Director of Facility Services & Airports to waive the Courthouse rental fee for the Quincy High School Prom, which is to be held on May 13, 2023. **View Item**
- 4) Approve and authorize the Chair to sign an agreement between Plumas County Facility Services and Plumas County Glass, to repair damage at the Annex as a result of the break-in and vandalism that occurred in November 2022; contract not to exceed \$23,885.35; approved as to form by County Counsel; discussion and possible action. **View Item**
- 5) Approve and authorize the Director of Facility Services & Airports to recruit and fill two vacant extra help positions within the Facility Services Department. **View Item**
- 6) Approve and authorize the Director of Facility Services & Airports to recruit and fill vacant extra help position at Rogers Field (Chester Airport). **View Item**

C. **PLUMAS COUNTY LIBRARY**

- 1) Authorize the County Librarian to recruit and fill vacant Extra-Help Library Aide position. **View Item**

D. **BOARD OF SUPERVISORS**

- 1) Approve and authorize the Chair to sign a letter to the California Department of Transportation (Caltrans) for an encroachment permit (Annual Mile High 100 Cycling Event: June 17, 2023). **View Item**

3. **PRESENTATION**

- A. Presentation by The Lawry House Project Sub-Committee, of the Plumas County Museum Association Board from Suzanne Stirling and Chris Murray; discussion, direction and/ or possible action.
- B. **Alliance for Workforce Development** - Melissa Smith
Operations and program Highlights in Plumas County. **View Item**

4. DEPARTMENTAL MATTERS

A. PUBLIC WORKS - John Mannle

- 1) Approve and authorize Public Works fixed asset the purchase of six (6) Class 5 diesel snowplow/sander/dump trucks and 1 (one) Class 5 diesel mechanic's service truck for an amount not to exceed \$928,000.00; discussion and possible action. **Four/ fifths roll call vote** [View Item](#)

B. PLANNING - Tracey Ferguson

- 1) 2022 General Plan Annual Progress Report; discussion and possible action. [View Item](#)
- 2) Approve and authorize the Chair to sign Plumas County comment letter to the Office of the State Fire Marshall (OSFM) in response to the Notice of Proposed Rulemaking Action concerning the regulatory adoption process of the Fire Hazard Severity Zones (FHSZ) in the State Responsibility Area (SRA) and specifically the map entitled State Responsibility Area Fire Hazard Severity Zones; discussion and possible action. [View Item](#)

C. PLUMAS COUNTY LIBRARY - Lindsay Fuchs

- 1) Approve and Authorize the following supplemental budget transfers: \$2,557.10 from Library ARPA account 20670/48021 into account 20670/524510 for Library Books; \$2,328.19 from Literacy Program account 20675/523712 into Library account 20670 / 524510 Books; and \$8,006.36 from Library ARPA Account 20670/48021 into the following accounts: 20675/523712 Literacy account in the amount of \$671.51; 20670/523712 Subscriptions in the amount of \$3006.36; and 20670/524510 Books in the amount of \$4328.49; discussion and possible action. **Four/ fifths roll call vote** [View Item](#)

5. COUNTY ADMINISTRATIVE OFFICE - DEBRA LUCERO

- A. CAO Report for February 2023. [View Item](#)
- B. Review proposal from California State Association of Counties to use 1% of the Local Assistance and Tribal Consistency Fund allocated to Plumas County to fund the start-up of the National Center for Public Lands Counties; discussion/direction to staff and/or possible action. [View Item](#)
- C. Request authorization to extend the Telework Policy, established under COVID-19 emergency regulations, for 90 days to allow staff to get a permanent policy in place; discussion and possible action.
- D. Approve and authorize the Chair to sign a letter to the Department of Toxic Substances Control regarding lead removal in Greenville; discussion and possible action. [View Item](#)

6. BOARD OF SUPERVISORS

A. APPOINTMENTS

- 1) Appoint Supervisor Thomas McGowan to replace Supervisor Greg Hagwood as the 2023 delegate for The California State Association of Counties (CSAC) Board of Directors; discussion and possible action.
- 2) Appoint an applicant or applicants to the Grizzly Lake Community Service District Board of Directors, for the shortest available term, in order to reestablish a quorum; discussion and possible action. [View Item](#)
- 3) Appoint Michelle Blackford to the Plumas- Sierra County Fair Board as a district 4 representative for a four-year term, as recommended; discussion and possible action. [View Item](#)

B. CORRESPONDENCE

C. INFORMATIONAL ANNOUNCEMENTS

Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations.

7. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Public Employee Employment, Appointment, Recruitment, Performance Evaluations, Including Goals, Pursuant to Government Code Section 54957:
 - 1. Agricultural Commissioner
 - 2. Behavioral Health Director
 - 3. Building Services Director
 - 4. Chief Probation Officer
 - 5. Child Support Services Director
 - 6. County Administrative Officer
 - 7. County Counsel
 - 8. Environmental Health Director
 - 9. Facility Services Director
 - 10. Fair Manager
 - 11. Human Resources Director
 - 12. Information Technology Director
 - 13. Library Director
 - 14. Museum Director
 - 15. Planning Director
 - 16. Public Health Director
 - 17. Public Works Director
 - 18. Risk & Safety Manager
 - 19. Social Services Director
- B. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads
- C. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code §54956.9 – Forest Service Employees for Environmental Ethics v. United States Forest Service, United States District Court for the District of Montana, Missoula Division, Case. No. 9:22-CV-168-DLC
- D. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code Section 54956.9
- E. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- F. Conference with Legal Counsel: Existing litigation County of Plumas, et al v. AmerisourceBergen Drug Corp., et al., United State District Court, Eastern District of California, Case No. 2:18-at-669, consolidated into In Re: National Prescription Opiate Litigation, United State District Court for the Northern District of Ohio, Eastern Division, Case No. 1:17-MD-2804, pursuant to Subdivision (d)(1) of Government Code Section 54956.9
- G. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code §54956.9 – Plumas County v. Pacific Gas and Electric Company, et al, Superior Court of the State of California, County of San Francisco, Original Case No. CGC-21-596070

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

8. ADJOURNMENT

Adjourn meeting to Tuesday, April 4, 2023, Board of Supervisors Room 308, Courthouse, Quincy, California



**PLUMAS COUNTY
SHERIFFS DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Amanda Meisenheimer, Sheriff Services Assistant II

MEETING DATE: March 21, 2023

SUBJECT: Approve and authorize the Chair to sign an Agreement between the Plumas County Sheriff's Office (PCSO) and Little Norway Marine Service, for provision of SO boat maintenance and repair; effective May 1, 2023; not to exceed \$25,000.00; approved as to form by County Counsel.

Recommendation

Approve and sign contract #PCSO00040 between the Plumas County Sheriff's Office (PCSO) and Little Norway Marine Service in the amount of \$25,000.00.

Background and Discussion

The term of this contract is 05/01/2023-04/30/2024. The purpose of this contract is for SO boat maintenance and repair. Agreement has been approved as to form by County Counsel.

Action:

Attachments:

1. Little Norway Marine Service

Services Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its Sheriff's Office (hereinafter referred to as "County"), and LITTLE NORWAY MARINE SERVICE, a general partnership, (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.
2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Twenty Five Thousand and No/100 Dollars (\$25,000.00).
3. Term. The term of this agreement shall be from May 1, 2023 through April 30, 2024, unless terminated earlier as provided herein.
4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.
6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.

7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.
8. Indemnification. To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics; liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties.
9. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:
- a. General liability (and professional liability, if applicable to the services provided) coverage with a minimum per occurrence limit of one million dollars (\$1,000,000).
 - b. Automobile liability coverage (including non-owned automobiles) with a minimum bodily injury limit of two-hundred fifty thousands dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of fifty thousand dollars (\$50,000) per accident.
 - c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements.
 - i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

- ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and
- iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and
- iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and
- v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and
- vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

10. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for

Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.

11. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.
12. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
13. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.
14. Choice of Law. The laws of the State of California shall govern this agreement.
15. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
16. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
17. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
18. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
19. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
20. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.

21. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Sheriff's Department
County of Plumas
1400 E. Main Street
Quincy, CA 95971
Attention: Roni Towery

Contractor:

Little Norway Marine Service
3718 Big Springs Rd.
Lake Almanor, CA 96137
Attention: Keith Peterson

22. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.
23. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.
24. Ukraine Sanctions. Pursuant to Executive Order N-6-22 Contractor is aware that as a compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>). Failure to comply may result in the termination of this agreement.
25. Suspension and Debarment. The County does not employ vendors or contractors who are listed on the National World Wide Web Site System for Award Management (sam.gov) by Federal General Services Administration (GSA) for the purpose of disseminating information on parties that are debarred from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Non-procurement suspension and debarment.
- a. This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined

at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

- b. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- c. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

26. Retention of Records. Pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.
27. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.

IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth below.

CONTRACTOR:

Little Norway Marine Service, a General Partnership

By: _____
Name: Keith Peterson
Title: General Partner
Date signed:

COUNTY:

County of Plumas, a political subdivision of the State of California

By: _____
Name: Todd Johns
Title: Sheriff-Coroner
Date signed:

By: _____
Name: Dwight Ceresola
Title: Board of Supervisors
Date signed:

Attest:
By: _____
Heidi White
Clerk of the Board of Supervisors

Approved as to form:

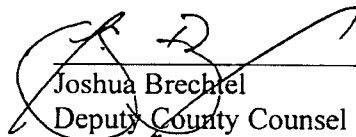
 _____ 2/6/2023
Joshua Brechtel
Deputy County Counsel

EXHIBIT A

Scope of Work

1. Provide general marine repair on an as-needed basis upon request of the County. This includes, but is not limited to, the following:
 - a. Tune-up service.
 - b. Outdrive and sterndrive and replacement.
 - c. Engine repair and replacement.
 - d. Fluid changes.
 - e. Alternator/starter replacement.
 - f. Battery sales and replacement.
 - g. Electrical diagnostics and wiring.
 - h. Fuel and exhausts systems repair.
 - i. Power steering repair (pumps/services).
 - j. Coolant flush.
 - k. Heat exchanger replacement.
 - l. Heads & valves repair and replacement.
 - m. Driveshaft and axles replacement.
 - n. Diagnostics, including driveability and mechanical repairs.
 - o. Scheduled service, maintenance & repairs as needed.
2. All Work shall be provided in accordance with industry standards for high-quality marine repairs.

EXHIBIT B

Fee Schedule

1. Labor shall be charged at a rate not to exceed \$115 per hour.
2. All parts shall be provided at fair retail value.
3. County shall be provided with an estimate prior to any repairs. County shall not be responsible for the cost of any repairs County did not authorize in advance of the repairs being made. Contractor may not bill County more than the amount of the estimate authorized by the County. If at any time Contractor believes that repairs will cost more than the County-authorized estimate, Contractor shall provide a revised estimate to County and obtain County's authorization prior to continuing repairs.
4. Contractor shall be paid per invoice in accordance with the terms of this Exhibit. Contractor shall invoice County monthly based on the total of all services performed by Contractor under this Agreement which have been completed to County's sole satisfaction.



PLUMAS COUNTY FACILITY SERVICES MEMORANDUM

TO: Honorable Chair and Board of Supervisors

FROM: Robert McAdams, Department Fiscal Officer II

MEETING DATE: March 21, 2023

SUBJECT: Approve and authorize the Chair to sign an Agreement between Facility Services and Frank's Garage LLC for inspection, maintenance, and repair of county service vehicles and pool cars; not to exceed \$10,000.00 approved as to form by County Counsel.

Recommendation

Approve and authorize Board Chair to sign contract between Facility Services and Frank's Garage LLC for inspection, maintenance, and repair of county service vehicles and pool cars. Approved as to form. Contract not to exceed \$10,000.

Background and Discussion

Facility Services has been using Frank's Garage for service and repair of county service vehicles and pool cars. They have always done a great job and the department would like to continue contracting with them.

Action:

Attachments:

1. 20230308115220

Services Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its **Facility Services** (hereinafter referred to as "County"), and **Frank's Garage LLC**, a California Limited Liability Company, (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.
2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed **Ten Thousand Dollars** (\$10,000).
3. Term. The term of this agreement shall be from **April 1, 2023** through **March 31, 2024**, unless terminated earlier as provided herein.
4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.
6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.
7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the

____ COUNTY INITIALS

- 1 -

CONTRACTOR INITIALS ____

terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.

8. **Indemnification.** To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties. The obligations of this indemnity shall be for the full amount of all damage to County, including defense costs, and shall not be limited by any insurance limits.
9. **Insurance.** Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:
 - a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).
 - b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousand dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.
 - c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:
 - i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

- ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and
- iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and
- iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and
- v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and
- vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

10. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for Contractor or its principals to practice its professions and to perform its duties and

obligations under this Agreement. In particular, Contractor represents that it holds a current and active license as an **Automotive Repair Dealer issued by the State of California, No. 299181**.

11. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.
12. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
13. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.
14. Choice of Law. The laws of the State of California shall govern this agreement.
15. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
16. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
17. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
18. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
19. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
20. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by

the County, the County may immediately terminate this Agreement by giving written notice to Contractor.

21. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Facility Services
County of Plumas
198 Andy's Way
Quincy CA 95971
Attention: JD Moore, Director

Contractor:

Frank's Garage
270 Crescent St.
Quincy CA 95971
Attention: Contract Manager

22. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.
23. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.
24. Ukraine Sanctions. Pursuant to Executive Order N-6-22 Contractor is aware that as a compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>). Failure to comply may result in the termination of this agreement.
25. Suspension and Debarment. The County does not employ vendors or contractors who are listed on the National World Wide Web Site System for Award Management (sam.gov) by Federal General Services Administration (GSA) for the purpose of disseminating information on parties that are debarred from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Non-procurement suspension and debarment.
- a. This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the

Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

- b. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
 - c. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
 - d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.
26. Retention of Records. If the maximum compensation payable under section 2 of this Agreement exceeds \$10,000, then, pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.
27. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.

IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth below.

CONTRACTOR:

Frank's Garage LLC, a CA company:

By: _____

Name: Bryan Strecker

Title: Managing Member

Date signed:

By: _____

Name: Joy Strecker

Title: Managing Member

Date signed:

COUNTY:

County of Plumas, a political subdivision of the State of California:

By: _____

Name: Dwight Ceresola

Title: Board of Supervisors, Chair

Date signed:

ATTEST:

By: _____

Name: Heidi White

Title: Clerk of the Board

Date signed:

Approved as to form:



Joshua Brechtel
Deputy County Counsel

3/8/2023

EXHIBIT A

Scope of Work

1. Contractor shall provide automotive services on an 'as-needed' basis upon request by Facility Services.
2. Services contemplated by the parties include, but are not limited to, the following:
 - a. Inspection
 - b. Repair
 - c. Maintenance
3. Approved written estimate required prior to commencing work.

EXHIBIT B

Compensation

1. Unless otherwise specified in writing, Contractor shall be paid:
 - \$100/hr for labor
2. The Contract Amount, including authorized adjustments, is the maximum amount payable by the County to Contractor for performance of the Work under this Agreement. No additional amounts will be paid to Contractor for performance of the Work except as expressly stated in this Agreement.
3. Upon completion of any service requested by the County pursuant to this Agreement, Contractor shall provide monthly a written invoice to the County detailing the services performed and the amounts due for such services. The County shall pay any undisputed amount invoiced within thirty (30) days of County's receipt of Contractor's invoice.
4. The County shall not have any responsibility to make payments to any subcontractor or supplier.
5. Any payment to Contractor or any partial or entire use or occupancy of the Work by the County shall not constitute acceptance of Work not in accordance with the requirements of this Agreement.
6. Acceptance of payment by Contractor, a subcontractor, or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of payment.



**PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: JD Moore, Director of Facility Services
MEETING DATE: March 21, 2023
SUBJECT: Approve and authorize the Director of Facility Services & Airports to allow The Almanor Foundation to host a "fly-in" dinner and dance at Rogers Field on September 23, 2023.

Recommendation

Approve and authorize the Director of Facility Services & Airports to allow The Almanor Foundation to host a "fly-in" dinner and dance at Rogers Field on September 23, 2023.

Background and Discussion

Susan Bryner, on behalf of The Almanor Foundation, has respectfully requested permission to host a "fly-in" dinner and dance at Rogers Field in Chester on September 23, 2023 from 5pm to 11pm. The Almanor Foundation is proposing a 1940's Dining and Dance event with live music, display of WWII planes, as well as a silent and live auction.

The Almanor Foundation is expecting approximately 100 people for catered dining, and are proposing opening dancing up to more people after dinner if possible.

We are hopeful that this event will be a successful fundraising event for The Almanor Foundation, generate revenue for the community of Chester, as well as increasing revenue for Rogers Field through fuel sales.

Kurt Montandon, Rogers Field Airport Manager, has agreed to be on site during the event and does not anticipate any issues with hosting this type of event at the Airport.

Action:

The Director of Facility Services & Airports respectfully requests that the Honorable Board of Supervisors approve this event at Rogers Field.

Attachments:

1. Almanor Foundatin-Event at Rogers Field



To: Honorable Board of Supervisors, Plumas County

Date: February 16, 2023

Re: Request for event at Rogers Field, Chester

The Almanor Foundation respectfully requests permission to hold an event at Rogers Field, Chester on September 23, 2023. Preliminary details are below:

Chester Airport Event Proposal

Event Name: TBD

Date: September 23

Hours: 5 – 11 pm

Event Type: 1940's Dining and Dance with live music, display of WWII planes, silent and live auction.

Purpose: Fundraising for the economic development work of The Almanor Foundation

Marketing: Local community and fly-in pilots and fly clubs

Proposed location: Private Hangar and tarmac in front.

Attendees: Approximately 100 for Catered dining, proposing opening dancing up to more after dinner if possible.

Event Sponsor: The Almanor Foundation

Susan Bryner
Executive Director

The Almanor Foundation
278 Main Street • PO Box 949, Chester, CA 96020
530.268.5422 • Admin@AlmanorFoundation.org
TheAlmanorFoundation.org



**PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: JD Moore, Director of Facility Services
MEETING DATE: March 21, 2023
SUBJECT: Approve and authorize the Director of Facility Services & Airports to waive the Courthouse rental fee for the Quincy High School Prom, which is to be held on May 13, 2023.

Recommendation

Approve and authorize the Director of Facility Services & Airports to waive the Courthouse rental fee for the Quincy High School Prom, which is to be held on May 13, 2023.

Background and Discussion

Simone Smith, Student Chairperson of the 2023 QHS Prom Committee, has respectfully requested to waive the Courthouse rental fee for the 2023 QHS Prom which will be held on May 13th.

After reviewing the request, Facility Services has no issue with deviating from the fee schedule.

Action:

The Director of Facility Services & Airports respectfully recommends that the Honorable Board of Supervisors approve this fee waiver request.

Attachments:

1. Fee Waiver Request-QHS Prom 2023

Quincy High School
2023 Prom Committee

Simone Smith, Student Chair 530-927-9758

Donata Smith, Adult Chair 530-394-0349

February 3, 2023

To whom it may concern:

I am the student Chairman of the QHS Prom, which will be held on May 13, 2023 at the Plumas County Courthouse

Enclosed herein please find our completed and executed Facility Use Agreement for the Plumas County Courthouse.

As has been done in the past, we respectfully and gratefully request a waiver of the use fee for the premises for the event.

Please feel free to contact me, or the adult chairperson, Donata Smith, should you need further information regarding Prom.

Thank you for your time and attention to this matter.



Simone Smith

Student Chairperson

QHS Prom 2023

530-927-9758



**PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: JD Moore, Director of Facility Services
MEETING DATE: March 21, 2023
SUBJECT: Approve and authorize the Chair to sign an agreement between Plumas County Facility Services and Plumas County Glass, to repair damage at the Annex as a result of the break-in and vandalism that occurred in November 2022; contract not to exceed \$23,885.35; approved as to form by County Counsel; discussion and possible action.

Recommendation

Approve and authorize Board Chair to sign an agreement between Plumas County Facility Services and Plumas County Glass, to repair damage at the Annex as a result of the break-in and vandalism that occurred in November 2022; contract not to exceed \$23,885.35; approved as to form by County Counsel.

Background and Discussion

At some point during the Thanksgiving Holiday weekend, the Annex was broken into and vandalized. The individual(s) broke 2 exterior windows, 9 interior windows, and damaged several doors/door hardware in the process. A majority of the damage occurred in the Behavioral Health suite on the first floor, but there was some minor damage to the Public Health administration suite on the second floor as well.

A claim was submitted to Trindel Insurance Fund, and an insurance payment in the amount of \$23,653.11 has been received.

Action:

Facility Services respectfully requests approval of this agreement so that the doors, door hardware, and windows can be replaced.

Attachments:

1. Plumas County Glass_Annex break-in

Repair Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its **Facility Services & Airports Department** (hereinafter referred to as "County"), and **Brad Ingram**, a sole proprietor doing business as **Plumas County Glass** (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with materials and services as set forth in Exhibit A, attached hereto (hereinafter referred to as the "Work").
2. Compensation. County shall pay Contractor for the Work in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed **Twenty three thousand eight hundred eighty five dollars and 35/100 (\$23,885.35)** (hereinafter referred to as the "Contract Amount"), unless the Contract Amount has been adjusted pursuant to Section 15 of this Agreement.
3. Commencement and Term. The date of commencement of the Work shall be the date of execution of this Agreement. Contractor shall complete the Work no later than **December 31, 2023**, subject to adjustment as stated in Sections 15 and 16.
4. Termination.
 - a. By County for Cause. The County may immediately terminate this Agreement for cause, upon written notice to Contractor, if Contractor (i) does not supply sufficient skilled workers or materials to ensure the timely and competent performance of the Work; (ii) fails to make payment to subcontractors for materials or labor in accordance with the respective agreements between Contractor and the subcontractors; (iii) violates any law, ordinance, rule, regulation, or order of a public authority having jurisdiction over Contractor, the County, or this Agreement; or (iv) has committed any other substantial breach of this Agreement. If the County terminates this Agreement for cause, then Contractor shall not be entitled to receive further payment from the County other than for the value of the services and materials previously provided to the County under this Agreement.
 - b. County's Remedies. Upon terminating this Agreement for cause, County may, without prejudice to any other rights or remedies held by the County under this Agreement or applicable law, take possession of the site and all materials thereon owned by Contractor, and finish the Work by what whatever reasonable method the County deems appropriate. If the County's cost of finishing the Work under this paragraph exceeds the unpaid balance of the Contract Amount, Contractor shall pay the difference to the County. This obligation for payment shall survive the termination of this Agreement.

- c. By County for Convenience. The County may, at any time, terminate this Agreement for convenience and without cause. After terminating this Agreement for convenience, the County shall pay Contractor the value of the services and materials previously provided to the County under this Agreement as well as the costs incurred by Contractor by reason of such termination.
 - d. By Contractor. If the County fails to make payment as provided in Exhibit B for a period of at least thirty (30) days after the date such payment is due and payable, then Contractor may, upon seven (7) additional days' written notice to the County, terminate this Agreement. Upon such termination, County shall pay Contractor for any Work performed prior to termination as well as the costs incurred by Contractor by reason of such termination.
5. County's Right to Stop and Correct Work. County may direct the Contractor in writing to stop performing the Work until Contractor corrects previously performed Work that is not in accordance with this Agreement, as determined by the County in its sole discretion. If Contractor does not commence and continue correction with diligence and promptness within seven (7) days after receiving written notice from the County to do so, the County may, without prejudice to any other rights or remedies held by the County under this Agreement or applicable law, correct the Work by what whatever reasonable method the County deems appropriate. In such case, the Contract Amount shall be adjusted to deduct the cost of this correction.
6. Supervision. Contractor shall supervise and direct the Work, using Contractor's best skill and attention. Contractor shall be solely responsible for and have control over the means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work. As soon as practicable after execution of this Agreement, Contractor shall furnish in writing to the County the names of any subcontractors or suppliers Contractor intends to engage in performance of the Work. Contractor shall not contract with any subcontractor or supplier to whom the County has made a timely and reasonable objection.
7. Labor and Materials. Unless otherwise provided in this Agreement, Contractor shall provide and pay for all labor, materials, equipment, tools, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work. Contractor shall enforce strict discipline and good order among Contractor's employees and other persons performing the Work. Contractor shall not employ unfit persons to perform the Work or assign persons to perform tasks related to the Work that these persons are not properly skilled to perform.
8. Warranty. Contractor warrants to the County that: (1) materials and equipment furnished under this Agreement will be new and of good quality unless otherwise required or permitted under this Agreement; (2) the Work will be free from defects not inherent in the quality required or permitted; and (3) the Work will conform to the requirements of this Agreement. Contractor shall, for a period of one year after substantial completion of the Work, correct Work not conforming to the requirements of this Agreement. If Contractor fails to correct nonconforming Work within a reasonable time, the County may correct the Work, and Contractor shall pay the cost of such correction to the County within fifteen (15)

days of Contractor's receipt of County's written request for such payment. This obligation for payment shall survive the termination of this Agreement.

9. Taxes. Contractor shall pay any sales, consumer, use, and similar taxes with respect to the materials and services furnished by Contractor under this Agreement.
10. Permits and Fees. Contractor shall obtain any permits, licenses, and inspections necessary for proper execution and completion of the Work. Fees incurred by Contractor with respect to these permits, licenses, and inspections shall be reimbursed by the County.
11. Legal Notices. Contractor shall comply with any notices issued by any government agencies having jurisdiction over the Work. Contractor shall give any notices required by any government agencies having jurisdiction over the Work. If Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, then Contractor shall assume full responsibility for such Work and shall bear any costs attributable to such Work.
12. Use of Site. Contractor shall confine its operations at the Work site to areas permitted by law, ordinances, this Agreement, and the County.
13. Cutting and Patching. Contractor shall be responsible for any cutting, fitting, or patching required to complete the Work or to make its parts fit together properly.
14. Clean Up. Contractor shall keep the premises and surrounding area free from accumulation of debris and trash related to the Work. At the completion of the Work, Contractor shall remove its tools, equipment, machinery, and surplus material, and shall properly dispose of waste materials.
15. Changes in the Work. The County, without invalidating this Agreement, may approve changes in the Work within the general scope of this Agreement, consisting of additions, deletions, or other revisions. The Contract Amount and the time for completion of the Work under Section 3 shall be adjusted in writing to account for such changes, upon mutual agreement of the County and Contractor.
16. Delays in Performance. If Contractor is delayed at any time in the progress of the Work by fire, unusual delay in deliveries, unavoidable casualties, or other causes beyond Contractor's control, then the time for completion of the Work under Section 3 shall be equitably adjusted.
17. Protection of Persons and Property. Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs, including all those required by law in connection with performance of the Work. Contractor shall take reasonable precautions to prevent damage, injury, or loss to employees performing the Work, the Work itself and materials and equipment to be incorporated therein, and other property at the Work site or adjacent thereto. Contractor shall promptly remedy damage and loss to property caused in whole or in part by Contractor, its officers, employees, agents, contractors, licensees or servants.

18. Tests and Inspections. Contractor shall arrange and bear the cost of tests, inspections, and approvals of any portion of the Work required by this Agreement or by laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities.
19. Prevailing Wage. Contractor shall comply with all provisions of the California Public Contract Code and the California Labor Code, including, without limitation, payment of prevailing wage rates to all covered employees of Contractor and any subcontractors pursuant to California Labor Code Sections 1770 through 1780, inclusive. Pursuant to Section 1773 of the California Labor Code, the general prevailing wage rates in the county in which the work is to be done have been determined by the Director of the California Department of Industrial Relations. These wage rates for this project are in the book entitled, "Special Provisions, Notice to Contractors, Proposal and Contract." Addenda to modify wage rates, if necessary, will be issued to holders of the above referenced book. Future effective general prevailing wage rates, which have been predetermined, and are on file with the California Department of Industrial Relations, are referenced but not printed in the general prevailing wage rates. Pursuant to Section 1773.2 of the California Labor Code, General Prevailing Wage Rates included in the book entitled, "Special Provisions, Notice to Contractors. Proposal and Contract" shall be posted by Contractor at a prominent place at the site of the work.
20. Legal Compliance. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.
21. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.
22. Indemnification. To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees and volunteers (collectively 'County Parties'), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorneys' fees and court costs (hereinafter collectively referred to as ('Claims')), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, claims caused by the concurrent negligent act, error or omission, of County Parties. However, Contractor shall have no obligation to defend or indemnify County Parties against claims caused by the active negligence, sole negligence or willful misconduct of County Parties.
23. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:

- a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).
- b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousands dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.
- c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:
 - i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and
 - ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and
 - iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and
 - iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and
 - v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and
 - vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named

insured, and such policy shall contain any endorsements necessary to effectuate this provision.

- d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

24. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement. In particular, Contractor represents that it holds a current and active license as a **Class C-17-Glazing contractor, issued by the State of California, No. 514781.**
25. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture. Contractor shall secure, at its expense, and be responsible for any and all payments of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Contractor and its officers, agents, and employees.
26. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
27. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.
28. Choice of Law. The laws of the State of California shall govern this agreement and venue for any dispute shall lie in Plumas County, California.

29. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
30. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
31. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
32. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
33. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
34. Third Party Beneficiaries. This Agreement is entered into for the sole benefit of the County and Contractor, and no other parties are intended to be direct or indirect or incidental beneficiaries of this Agreement, and no third party shall have any right in, under, or to this Agreement.
35. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.
36. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Facility Services & Airports
County of Plumas
198 Andy's Way
Quincy, CA 95971
Attention: JD Moore, Director

Contractor:

Plumas County Glass
PO Box 3754
Quincy, CA 95971
Attention: Brad Ingram, Owner

37. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.
38. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.
39. Ukraine Sanctions. Pursuant to Executive Order N-6-22 Contractor is aware that as a compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>). Failure to comply may result in the termination of this agreement.
40. Suspension and Debarment. The County does not employ vendors or contractors who are listed on the National World Wide Web Site System for Award Management (sam.gov) by Federal General Services Administration (GSA) for the purpose of disseminating information on parties that are debarred from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Non-procurement suspension and debarment.
- a. This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
 - b. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
 - c. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

- d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

41. Retention of Records. If the maximum compensation payable under section 2 of this Agreement exceeds \$10,000, then, pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.
42. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.
43. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.

IN WITNESS WHEREOF, this Agreement has been executed as of the date first set forth above.

CONTRACTOR:

Brad Ingram, a sole proprietor dba
Plumas County Glass

By: _____
Name: Brad Ingram
Title: Owner
Date Signed:

COUNTY:

County of Plumas, a political subdivision of
the State of California

By: _____
Name: Dwight Ceresola
Title: Chair, Board of Supervisors
Date Signed:

ATTEST:

By: _____
Name: Heidi White
Title: Clerk of the Board

Approved as to form:

 _____ 3/8/2023
Joshua Brechtel
Deputy County Counsel

EXHIBIT A

Scope of Work

1. Remove 9 existing interior windows and replace with new windows (3/16 Rain obscured tempered glass).
2. Remove 2 existing exterior windows and replace with new windows (1" O/A Insulated units, 1/4' evergreen tempered over low-E tempered)
3. Remove existing door panels, install new door panels in existing frames, reinstall existing and replacement hardware, install existing frames with glazing in prepped openings
4. Provide and pay for all labor, materials, taxes, and insurance.
5. All Work will comply with the California Building and Electrical Codes and all applicable state and federal laws and regulations.

EXHIBIT B

Fee Schedule

1. Deposit of \$17,000.00 due at time of order.
2. The Contract Amount, **twenty three thousand eight hundred eighty five dollars and 35/100 (\$23,885.35)**, including authorized adjustments, is the maximum amount payable by the County to Contractor for performance of the Work under this Agreement. No additional amounts will be paid to Contractor for performance of the Work except as expressly stated in this Agreement.
3. Upon completion of the service requested by the County pursuant to this Agreement, Contractor shall provide a written invoice to the County detailing the services performed and the amounts due for such services. The County shall pay any undisputed amount invoiced within thirty (30) days of County's receipt of Contractor's invoice.
4. Contractor shall promptly pay each subcontractor and supplier, upon receipt of payment from the County, an amount determined in accordance with the terms of the applicable subcontracts and purchase orders.
5. The County shall not have any responsibility to make payments to any subcontractor or supplier.
6. Any payment to Contractor or any partial or entire use or occupancy of the Work by the County shall not constitute acceptance of Work not in accordance with the requirements of this Agreement.
7. Acceptance of payment by Contractor, a subcontractor, or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of payment.



**PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: JD Moore, Director of Facility Services
MEETING DATE: March 21, 2023
SUBJECT: Approve and authorize the Director of Facility Services & Airports to recruit and fill two vacant extra help positions within the Facility Services Department.

Recommendation

Approve and authorize the Director of Facility Services & Airports to recruit and fill two vacant extra help positions within the Facility Services Department.

Background and Discussion

The extra help positions typically run from April/May through October/November depending on weather and need for grounds keeping.

One extra help position became available in November, 2022 due to resignation. The second extra help position became available in March, 2023 when the employee was promoted to a full time Maintenance Worker I.

These are minimum wage positions, and are paid for out of the Facility Services extra help budget (51010).

Action:

Facility Services respectfully requests approval to recruit and fill the vacant extra help positions

Attachments:

1. Critical Staffing Questionnaire

QUESTIONS FOR STAFFING CRITICAL POSITIONS CURRENTLY ALLOCATED FOR
FISCAL YEAR 2022/2023

1. Is this a legitimate business, statutory, or financial justification to fill the position?

Yes

2. Why is it critical that this position be filled at this time?

It is critical that the two vacant extra help positions are approved/filled, as spring/summer is the busiest time of the year for Facility Services due to the amount of yard work that is required.

3. How long has this position been vacant?

One of the positions became available in November, 2022 due to resignation. The second position became available in March, 2023 when the employee was promoted to full time Maintenance Worker I.

4. Can the department use other wages until the next budget cycle?

Yes, these positions are extra help and will be using other wages.

5. What are staffing levels at other counties for similar departments and/or positions?

Similar departments typically use extra help in the spring/summer due to the increased workload.

6. What core function will be impacted without filling the position prior to July 1st?

Without the assistance of the extra help employees, full time maintenance workers have to spend more time doing yard work rather than performing more "technical" work.

7. What negative fiscal impact will the County suffer if the position is not filled prior to July 1st?

N/A

A non-general fund department head needs to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?

N/A

8. Does the Department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?

No

9. Does the budget reduction plan anticipate the elimination of any of the requested positions?

No.

10. Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

Filling this position will not impact the general fund, as it is already budgeted for in FY22/23.

11. Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

No, this Department is funded by the general fund.



**PLUMAS COUNTY
FACILITY SERVICES
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: JD Moore, Director of Facility Services
MEETING DATE: March 21, 2023
SUBJECT: Approve and authorize the Director of Facility Services & Airports to recruit and fill vacant extra help position at Rogers Field (Chester Airport).

Recommendation

Approve and authorize the Director of Facility Services & Airports to recruit and fill vacant extra help position at Rogers Field (Chester Airport).

Background and Discussion

This extra help position typically runs from April/May through October/November. The position became available on 8/22/22 due to resignation, and was not refilled due to lack of applicants.

It is important to fill this extra help position as Rogers Field can become extremely busy during the spring/summer months, especially during fire events.

This is a minimum wage position, and is paid for out of the Airport extra help budget (51010).

Action:

Facility Services respectfully requests approval to recruit and fill this extra help position.

Attachments:

1. Critical Staffing Questionnaire-Rogers extra help

QUESTIONS FOR STAFFING CRITICAL POSITIONS CURRENTLY ALLOCATED FOR
FISCAL YEAR 2022/2023

1. Is this a legitimate business, statutory, or financial justification to fill the position?

Yes

2. Why is it critical that this position be filled at this time?

It is critical that this vacant extra help position is approved/filled, as spring/summer is the busiest time of the year at the Airport and can become extremely busy during fire season.

3. How long has this position been vacant?

This position became available on 8/22/22 due to resignation, and was not refilled due to a lack of applicants.

4. Can the department use other wages until the next budget cycle?

Yes, this extra help position is paid for out of the Airport extra help budget (51010).

5. What are staffing levels at other counties for similar departments and/or positions?

Unknown.

6. What core function will be impacted without filling the position prior to July 1st?

Maintenance of equipment, grounds, etc. at the Airport will be impacted if this position is not filled, as the Airport is busiest during the spring/summer months.

7. What negative fiscal impact will the County suffer if the position is not filled prior to July 1st?

N/A

A non-general fund department head needs to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?

N/A

8. Does the Department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?

No

9. Does the budget reduction plan anticipate the elimination of any of the requested positions?

No.

10. Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

Filling this position will not impact the general fund, as it is already budgeted for in FY22/23.

11. Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

No, this Department is funded by the general fund.



**PLUMAS COUNTY
LIBRARY DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: Lindsay Fuchs, County Librarian
MEETING DATE: March 21, 2023
SUBJECT: Authorize the County Librarian to recruit and fill vacant Extra-Help Library Aide position.

Recommendation

Authorize the County Librarian to recruit and fill vacant Extra-Help Library Aide position.

Background and Discussion

Due to reductions in available hours for current staff, Plumas County Library currently needs more Extra Help Library Aides for as-needed duties for Quincy Branch.

The appropriate Critical Staffing Questionnaire and Departmental Organizational Chart are attached.

Fiscal Impact:

Other Wages to fulfill necessary Extra Help positions have already been approved and marked for in the Library budget for 22/23FY. This position starts at \$15.75/hr.

Action:

Authorize the County Librarian to recruit and fill vacant Extra-Help Library Aide position.

Attachments:

1. Critical Staffing Questionnaire - Library Aide
2. Organizational Chart for Library

QUESTIONS FOR STAFFING CRITICAL POSITIONS CURRENTLY ALLOCATED FOR
FISCAL YEAR 2022/2023

1. Is this a legitimate business, statutory, or financial justification to fill the position?

Yes. The Library Aide position(s) for Quincy Branch were funded for the 22/23FY budget. The Extra Help Library Aide position is vital for Library operations to continue without interruption.

2. Why is it critical that this position be filled at this time?

Library Aides (Extra Help) are crucial to continue Plumas County Library services. Library Aides for Quincy Branch cover duties including but not limited to front desk coverage, processing materials, programming aide, and system support. Leaving these positions vacant means other staff having to cover the duties, which leads to a decrease in their ability to complete their own workloads and therefore a decrease in services for the whole system.

3. How long has this position been vacant?

Two positions will be reduced in upcoming months.

4. Can the department use other wages until the next budget cycle?

This position is Extra Help and will be using Other Wages.

5. What are staffing levels at other counties for similar departments and/or positions?

Other counties who run similar programs through the Literacy and/or Library systems have similar positions.

6. What core function will be impacted without filling the position prior to July 1st?

Coverage is needed to keep operations continuing.

7. What negative fiscal impact will the County suffer if the position is not filled prior to July 1st?

The Branch cannot run without front desk coverage and other necessary duties. Current staff would need to cover the duties, which in turn would lead to a decrease in time and ability to do their current workloads and therefore lead to service reductions, which in turn cause a decrease of patrons.

A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?

N/A

8. Does the Department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?

No.

9. Does the budget reduction plan anticipate the elimination of any of the requested positions?

This position is Extra Help and is at-will. This is a General Fund dept.

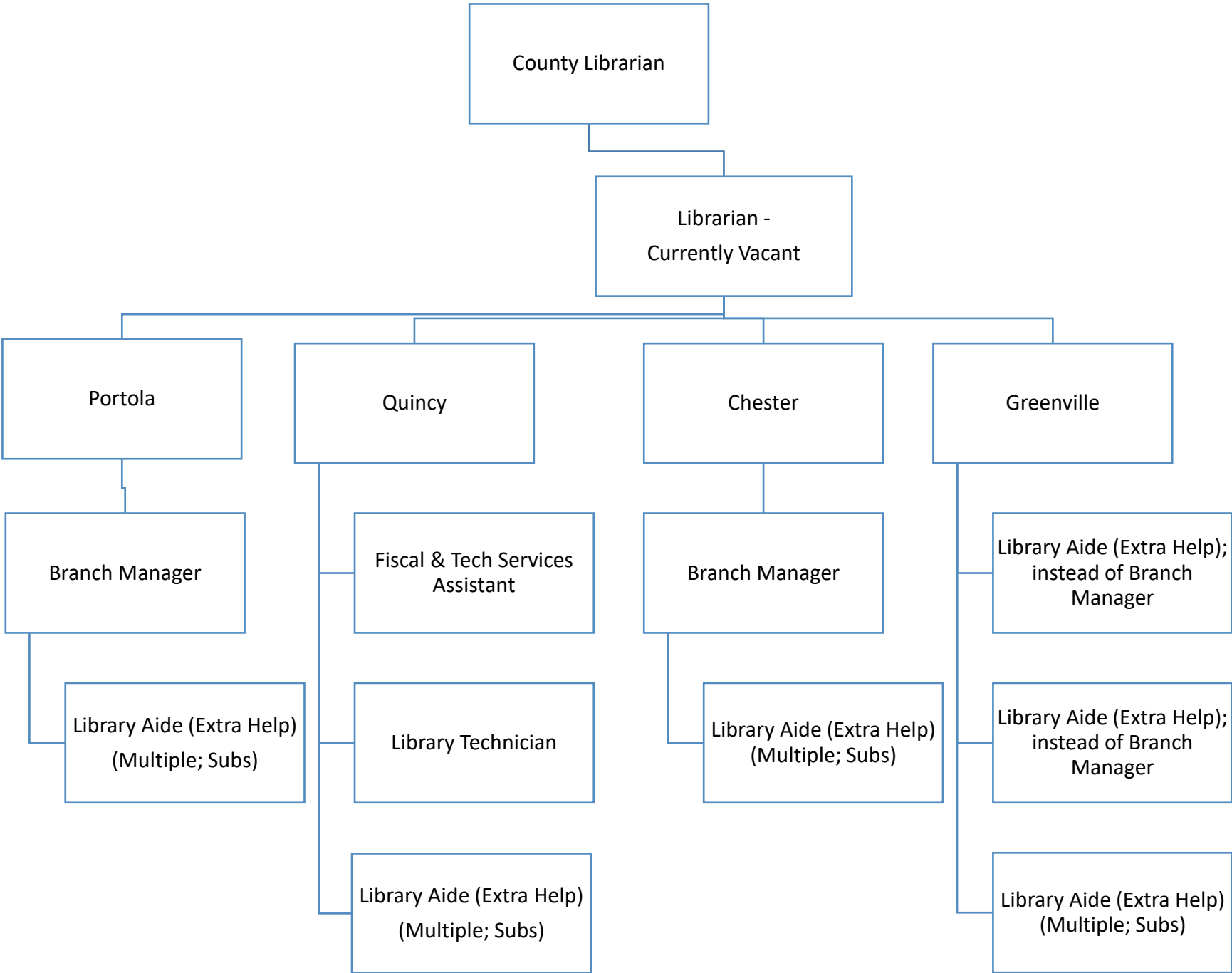
10. Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

The immediate filling of this position will not impact the Dept/General Fund as funding has already been sent aside for the current fiscal budget. This position is accounted for during budget planning as it is a necessary position to run the Library Department.

11. Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

No, the department is funded by the General Fund.

Organizational Chart for Plumas County Library





**PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM:

MEETING DATE: March 21, 2023

SUBJECT: Approve and authorize the Chair to sign a letter to the California Department of Transportation (CalTrans) for an encroachment permit (Annual Mile High 100 Cycling Event: June 17, 2023).

Recommendation

Approve and authorize the Chair to sign a letter to the California Department of Transportation (CalTrans) for an encroachment permit (Annual Mile High 100 Cycling Event: June 17, 2023).

Background and Discussion

ARPD's annual Mile High 100 cycling event in Chester, is beginning the permitting process for the 2023 event. As you are aware, a condition of our permit with the Dept. of Transportation is that we receive a letter of support from the county board of supervisors.

Due to the ongoing fire recovery efforts in Greenville/Indian Valley, we have decided to alter the course for this year's event, eliminating the Indian Valley portion. Instead we are venturing into Lassen County and using the A21 road out of Westwood towards highway 44, as this is a good road with light traffic and great shoulders for cycling. Because of this, we are also seeking a letter of support from the Lassen County Board of Supervisors and Lassen County Sheriff in addition to our usual Plumas County counterparts. A map of this year's route is attached.

Action:

Attachments:

1. Mile High 100 - BOS LETTER 2023
2. 2023 Mile High 100 Map

BOARD OF SUPERVISORS

DWIGHT CERESOLA, DISTRICT 1
KEVIN GOSS, DISTRICT 2
THOMAS McGOWAN, DISTRICT 3
GREG HAGWOOD, DISTRICT 4
JEFF ENGEL, DISTRICT 5



March 21, 2023

Department of Transportation (Caltrans)
Attn: Permits Engineer
1000 Center Street
Redding, CA 96001

Attention Permits Engineer

Subject: Encroachment Permit Request
MILE HIGH 100
Mile High 100 Cycling event on June 17, 2023
Chester/ Almanor, California

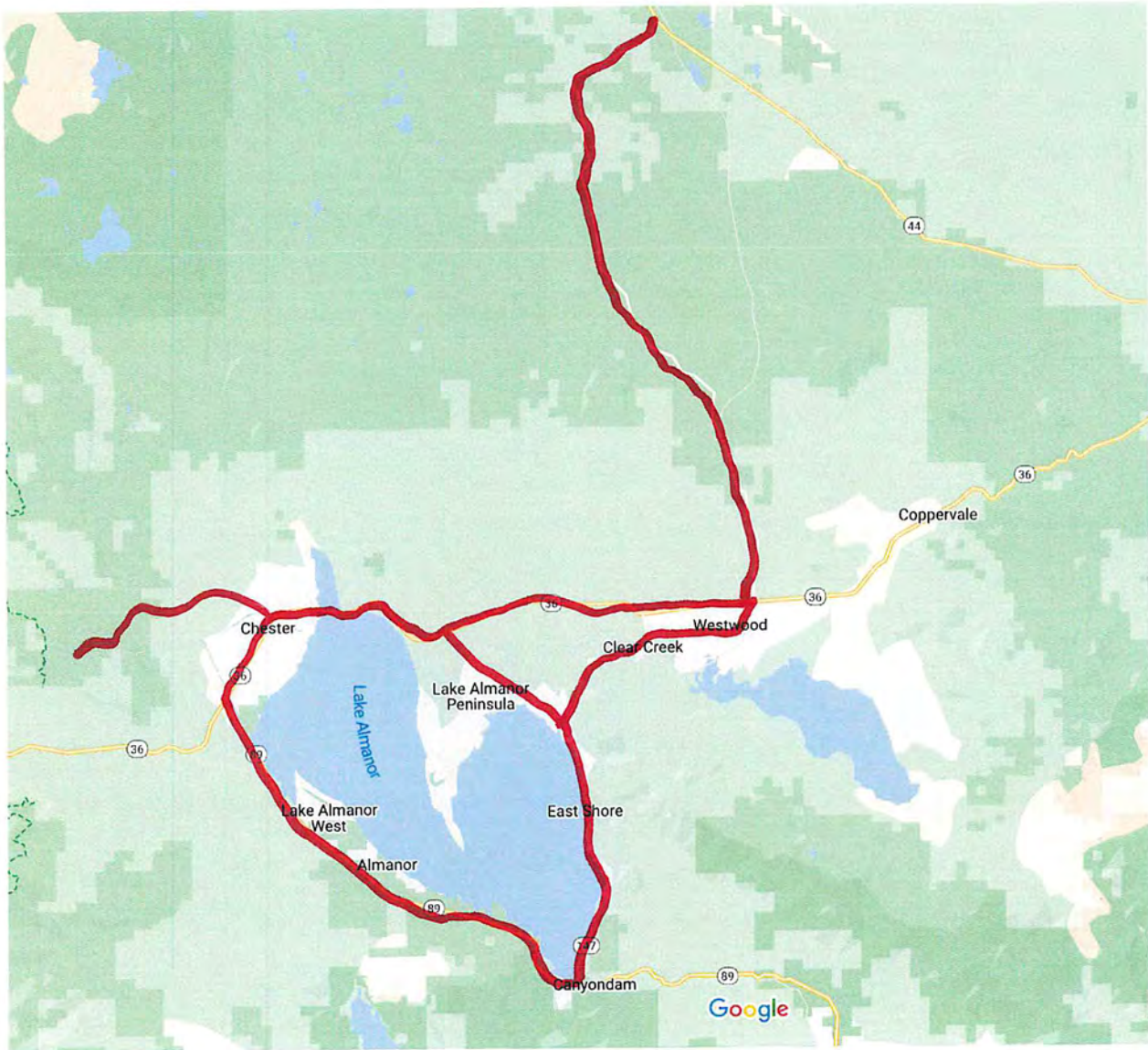
This letter acknowledges that Plumas County Board of Supervisors has been notified of the above captioned event. The Board of Supervisors has no objection to issuance of an event permit by Caltrans.

Sincerely,

Dwight Ceresola, Chair

Cc: Plumas County Director of Public Works

Proposed route, 2023 Mile High 100



Roadways used:

Highway 36 from 89 at Chester to A21 at Westwood

A21 from Westwood to Highway 44

Highway 147 from Clear Creek to Highway 89 (East Shore)

A13 from Highway 36 to Highway 147

Highway 89 From Highway 147 to Highway 36 (West Shore)

Chester/Warner Valley Road from Chester to Domingo Spring



Alliance For
Workforce Development, Inc.
Providing pathways to success

PLUMAS COUNTY BOARD OF SUPERVISORS

AFWD PROGRAM YEAR 2021-2022

EMPLOYMENT NUMBERS

QUARTER 1 2021

JULY

PLUMAS COUNTY:	7.4%
CALIFORNIA:	6.1%
UNITED STATES:	5.4%

AUGUST

PLUMAS COUNTY:	7.8%
CALIFORNIA:	6.1%
UNITED STATES:	5.2%

SEPTEMBER

PLUMAS COUNTY:	6.7%
CALIFORNIA:	6.1%
UNITED STATES:	4.7%

QUARTER 4 2021

APRIL

PLUMAS COUNTY:	6.4%
CALIFORNIA:	3.8%
UNITED STATES:	3.6%

MAY

PLUMAS COUNTY:	4.6%
CALIFORNIA:	3.8%
UNITED STATES:	3.6%

JUNE

PLUMAS COUNTY:	4.8%
CALIFORNIA:	4.0%
UNITED STATES:	3.6%



SPECIAL PROJECTS

PROGRAM YEAR 2021-2022

PRISON TO EMPLOYMENT (P2E)

The P2E grant program is specific to supervised populations of justice involved individuals, and combines job search services and assistance in identifying and working within the confines of their conditions and terms. The program can also assist them with supportive service needs and allows for paid On-The-Job Training opportunities.

NUMBER OF P2E CLIENTS SERVED IN PLUMAS COUNTY: 3



SPECIAL PROJECTS

PROGRAM YEAR 2021-2022

NATIONAL DISLOCATED WORKER GRANTS (NDWG) + ADDITIONAL ASSISTANCE (AA)

Through this funding AFWD is able to provide employment assistance to individuals through the Temporary Job Creation (TJC) Program to support disaster clean up and recovery covering wages for local non-profit and government entities. In January 2022 AFWD opened a satellite office in Chester to support both Lassen and Plumas County individuals that may have been affected by this disaster with their employment and training needs.

DIXIE FIRE WAGES DISTRIBUTED TO DATE IN PLUMAS COUNTY: \$286,113

NUMBER OF DIXIE FIRE CLIENTS SERVED TO DATE IN PLUMAS COUNTY: 45



WIOA SERVICES

2021-2022 BY THE NUMBERS

PLUMAS COUNTY CLIENTS SERVED: 962

JOB SEARCH • RESUME ASSISTANCE • SKILLS TESTING • CLASSROOM TRAINING • ON-THE-JOB TRAINING (OJT) • WORK EXPERIENCE (WEX)

NUMBER OF WORKSHOPS OFFERED: 48

UNIQUE PLUMAS COUNTY BUSINESSES SERVED: 156

RECRUITING • JOB FAIRS • LABOR MARKET DATA • HR CONSULTATION • ACCESS TO UNTAPPED LABOR POOLS • OJT

TOTAL NUMBER OF SERVICES PROVIDED TO BUSINESSES: 1,468

WIOA FUNDING SPENT IN PLUMAS COUNTY ON PARTICIPANTS: \$106,643

INCLUDES ON-THE-JOB TRAININGS, CLASSROOM TRAININGS AND WORK EXPERIENCE



IN THE COMMUNITY

PROGRAM YEAR 2021-2022





*Alliance For
Workforce Development, Inc.
Providing pathways to success*

Plumas County

**OPERATIONS & PROGRAM HIGHLIGHTS
2021 - 2022**

Hailey Stith

**BUSINESS SERVICES REP
HSTITH@NCEN.ORG
530-251-7874**

Melissa Smith

**BUSINESS SERVICES REP
MSMITH@NCEN.ORG
530-616-0964**

Purpose

We are pleased to update the Board on the Program Year 2021-2022 activities at the Alliance for Workforce Development (AFWD) Plumas County One-Stops in Chester and Quincy. AFWD is Plumas County's America's Job Center of California (AJCC) provider.

Our mission is to provide businesses and workers a common point of access for employment, recruiting, training, consultation, and other workforce services. AFWD provides federal and state Workforce Innovation & Opportunity Act (WIOA) programs to Adults, Youth, Dislocated Workers, and Veterans. Our WIOA services also provide crucial recruiting, upskilling and workforce investment resources to Plumas County businesses.

Overview

AFWD is one of three service providers for the Northern Rural Training & Employment Consortium (NoRTEC). We provide workforce development programs and services in six of NoRTEC's eleven counties: Butte, Lassen, Modoc, Nevada, Plumas and Sierra.

As an America's Job Center of California (AJCC) One-Stop, we maintain a "business first" philosophy, as embraced by NoRTEC and WIOA legislation. This means we emphasize business outreach and employers are at the forefront of our service delivery model.

The One-Stop model provides businesses and job seekers a single access point; ensuring that employers find the most qualified candidates, and workers obtain sustainable, long term employment. All of our efforts are tied to enhancing workforce development, promoting economic vitality, and fostering a stable and prosperous business community in Plumas County.

We would like to thank former Supervisor Thrall for your continued dedication to our county and for serving Plumas County on the NoRTEC Governing Board while you were in office.



A proud partner of America's Job Center of CaliforniaSM network.

America's JobCenter
of CaliforniaSM



Employment Numbers

QUARTER 1 2021

JULY

PLUMAS:	7.4%
CALIFORNIA:	6.1%
UNITED STATES:	5.4%

AUGUST

PLUMAS:	7.8%
CALIFORNIA:	6.1%
UNITED STATES:	5.2%

SEPTEMBER

PLUMAS:	6.7%
CALIFORNIA:	6.1%
UNITED STATES:	4.7%

QUARTER 4 2022

APRIL

PLUMAS:	6.4%
CALIFORNIA:	3.8%
UNITED STATES:	3.6%

MAY

PLUMAS:	4.6%
CALIFORNIA:	3.8%
UNITED STATES:	3.6%

JUNE

PLUMAS:	4.8%
CALIFORNIA:	4.0%
UNITED STATES:	3.6%

There was a significant decrease in unemployment in Plumas County, California, and the U.S. from July 2021 to June of 2022. Hiring surged in the U.S. in June and average hourly wages increased as more Americans return to a pre-pandemic way of life. However, the country still has a way to go before pandemic job losses are fully reversed.



Program Highlights

AFWD provides services in Plumas County for Adult & Dislocated Workers, Young Adults, and Businesses. We also have additional services for the Dixie Fire Disaster as well. Our broad range of employment services are tailored to individuals from all skill levels and backgrounds, from entry-level to skilled technical and management. This diversity provides Plumas County employers with a labor pool for all of their hiring needs.

ADULT & DISLOCATED WORKER PROGRAMS

AFWD Career Center Advisors (CCA's) support individuals through skill assessments and career exploration. We assist Adults in need of classroom training to obtain sustainable employment by supporting them in vocational programs that will lead to local jobs in their career path. In Program Year 2021-2022 AFWD Adult and Dislocated Workers in Plumas County received training assistance funds which included fees & tuition, assistance with materials for classes, and On-The-Job Trainings (OJT's).

YOUTH PROGRAMS

AFWD Youth Career Center Advisors (CCA's) serve individuals ages 17-24 years old who have barriers to employment. Youth clients are provided with individualized training and employment plans and assistance with a variety of workplace readiness factors. Our Youth Program helps clients obtain high school diplomas and GED's, navigate exit from foster care and youth detention, and obtain real world skills such as household budgeting and job market exploration. In Program Year 2021-2022 AFWD assisted 6 Youth Clients in career readiness, job placement, On-The-Job Training, and supportive services in Plumas County.

BUSINESS SERVICES

AFWD Business Service Representatives (BSR) maintain constant contact with the Plumas County business community to keep them up to date of hiring needs, employment trends, and economic conditions. BSR's also work closely with our partners in the government, nonprofit, and advocacy sectors (local Chambers and Professional Groups) in order to develop contacts and find ways to align services. In Program Year 2021-2022, Plumas County Business Services Staff engaged 156 individual businesses. Business Service Representatives provided 8 On-the-Job Training placements to Plumas County employers.



Special Projects

PRISON TO EMPLOYMENT (P2E)

The P2E Grant Program is specific to supervised populations of justice involved individuals and combines job search services and assistance in identifying and working within the confines of their conditions and terms.

The P2E Program can also assist them supportive service needs and allows for paid On-The-Job Training (OJT) opportunities when possible.

NUMBER OF PLUMAS COUNTY P2E CLIENTS SERVED IN PROGRAM YEAR 2021-2022: **3**

NATIONAL DISLOCATED WORKER GRANTS (NDWG) + ADDITIONAL ASSISTANCE (AA)

Through this funding Alliance for Workforce Development is able to provide employment assistance to individuals through the Temporary Job Creation (TJC) Program to support disaster clean up and recovery covering wages for local non-profit and government entities. In January 2022 Plumas County opened a satellite office in Chester to support both Lassen and Plumas County individuals that may have been affected by this disaster with their employment and training needs.

DIXIE FIRE WAGES DISTRIBUTED TO DATE: **\$286,113**
(Not including healthcare, workers' comp insurance or taxes)

NUMBER OF DIXIE FIRE CLIENTS SERVED TO DATE: **45**



WIOA Services

2021 - 2022 BY THE NUMBERS

PLUMAS COUNTY CLIENTS SERVED

962

Classroom Training • Resume Assistance • Skills Testing
Job Search • On-The-Job Training (OJT) • Work Experience (WEX)

NUMBER OF WORKSHOPS OFFERED

48

UNIQUE PLUMAS COUNTY BUSINESSES SERVED

156

Recruiting • Job Fairs • Labor Market Data • HR Consultation
Access to Untapped Labor Pools • On-The-Job Training (OJT)

TOTAL NUMBER OF SERVICES PROVIDED TO BUSINESSES

1,468

WIOA FUNDING SPENT IN PLUMAS COUNTY ON PARTICIPANTS

\$106,643

Includes On-The-Job Trainings, Classroom Trainings and Work Experience

From July 1, 2021 to June 30, 2022, AFWD served 962 customers in our One Stop Offices. We supported 156 unique businesses with recruiting, retention, training, HR support, labor market data and analysis, strategic planning for sector growth, and a variety of other services. We spent \$106,643 in WIOA Funds in Plumas County on participants. This vital funding allows Plumas County Employers to utilize the local labor pool by providing support to train and upskill local job seekers.



Looking Ahead

As Plumas County's America's Job Center of California, AFWD's mission is to enhance economic vitality by creating a skilled, job-ready workforce, and a stable, prosperous business community throughout Plumas County. We appreciate our partners in the education, public, and private sectors who help make our mission possible.

Although we are seeing more people return to the workplace, Plumas County residents and businesses continue to navigate the COVID-19 pandemic and the Dixie Fire recovery. As new challenges arise, we continue to develop solutions to the issues and pivot with the still-changing health and safety recommendation. We continue to expand and refine our online capabilities with tools like:

- Virtual Workshops and Webinars
- Effective online recruitment through *CalJOBS* and *NorthstateJobs.com/AFWD*
- Social Media engagement with the community on Facebook, LinkedIn, and Instagram
- Live assistance for job seekers and businesses on our website chat feature at *afwd.org*

We continue to advocate on behalf of Plumas County, in order to provide ongoing OJT Training assistance for employers, vocational and classroom upskilling for individuals, and Temporary Job Creation services designed to mitigate the effects of economic disruption, while charging the local economy with wages.

We thank the Board for providing us the opportunity to present today and thank Plumas County for continuing to partner with us in creating pathways to success.

For more information on AFWD activities please visit *afwd.org* and click "News". Here you will find highlights of our work throughout the community. If you have any questions, please contact us.

Hailey Stith

BUSINESS SERVICES REP
HSTITH@NCEN.ORG
530-251-7874

Melissa Smith

BUSINESS SERVICES REP
MSMITH@NCEN.ORG
530-616-0964





PLUMAS COUNTY PUBLIC WORKS DEPARTMENT MEMORANDUM

TO: Honorable Chair and Board of Supervisors

FROM: John Mannle, Director of Public Works

MEETING DATE: March 21, 2023

SUBJECT: Approve and authorize Public Works fixed asset the purchase of six (6) Class 5 diesel snowplow/sander/dump trucks and 1 (one) Class 5 diesel mechanic's service truck for an amount not to exceed \$928,000.00; discussion and possible action. Four/ fifths roll call vote

Recommendation

The Director of Public Works respectfully recommends that the Board of Supervisors vote to authorize the Chair of the Board of Supervisors and the Director of Public Works to execute the attached purchase order in an amount not to exceed \$928,000.

Background and Discussion

The Department has been working to update the road maintenance fleet to meet the California Air Resources Board's (CARB) requirements for diesel emissions reduction for two decades. In the On-road equipment class of the Department's fleet there are seven Class 5 trucks (two-axle, 19,000 lbs.) in need of replacement to satisfy CARB Diesel Emissions Reduction compliance. The Department has been collecting funds for this purchase under Board-approved Road Maintenance and Rehabilitation Account (RMRA) funds from FY 20/21, 21/22 and 22/23 Expenditure Plans and as identified in each fiscal year's annual budget adopted by the Board.

	Actual Cash To Date	Remaining RMRA Allocations	Total
RMRA FY 20/21 Two Class 5 Plow/Sander/Dump s	\$ 205,475.27		\$ 205,475
RMRA FY 21/22 Four Class 5 Plow/Sander/Dump s	\$ 561,577.14		\$ 561,577
RMRA FY 22/23 One Mechanic's Service Truck	\$ 67,617.19	\$ 73,000.00	\$ 140,617
Remaining FY 22/23 funds will be received by Aug. 31, 2023			\$ 907,669

On September 30, 2022, the Board of Supervisors adopted a Resolution to adopt the final budget for Plumas County for Fiscal Year 2022-2023. The FY 22/23 approved budget contains funds sufficient to purchase the recommended equipment.

The acquisition of Class 5 trucks is requested by Public Works because the current vehicles have no retrofit technology currently available. With no retrofit technology currently available, Public Works will no longer be able to continue to use this equipment full-time beyond 2023. The old vehicles can remain on restricted, low hour usage as regulated by CARB.

Six of these trucks will be configured as snowplow/sander/dumps and one will be configured as a mechanic's service truck. Each of the six maintenance districts (Beckwourth, Chester, Graeagle, Greenville, La Porte, and

Quincy) will receive one snowplow/sander/dump and the new mechanic's service truck will be based at the Quincy Heavy Equipment Maintenance Shop.

The Department of Public Works solicited, and received, one (1) response to request for the new class 5 trucks. Bids were solicited for either gas or diesel engines. The Department is requesting approval for the purchase of the diesel engine trucks as they provide better power, performance and service life over gasoline engine trucks for the types work that the Department performs with them. Additionally, by adding seven (7) new technology diesel engines to the fleet, it increases the overall average for clean diesel and scores the fleet higher with CARB credits. The bid was submitted by Future Ford of Sacramento in an amount not to exceed \$928,000 for all seven diesel trucks.

The Department proposes to use \$907,669 in the collected RMRA funds and an estimated \$20,331 in regular Road Funds to fund the purchase.

Accordingly, a proposed "Purchase Order", dated March 10, 2023, for the Class 5 trucks has been prepared and is attached for consideration.

Public Works staff has coordinated with the Auditor's Office and a Budget Transfer form is not required. The delivery dates for these vehicles is typically 12 months from the date of the signing of the purchase order. The acquisition will be budgeted in the FY 23/24 Department Budget.

Action:

Approve the purchase of six (6) Class 5 diesel snowplow/sander/dump trucks and 1 (one) Class 5 diesel mechanic's service truck in an amount not to exceed \$928,000

Attachments:

1. Purchase Order
2. Bid



Ship and Bill to same address

Plumas County Department of Public Works

1834 East Main St – Quincy, CA 95971

Quincy Office - Phone: (530) 283-6268 Fax: (530) 283-6323

Mechanic's Shop - Phone: (530) 283-6496 Fax: (530) 283-6017

PURCHASE ORDER

Pursuant to Plumas County Purchasing Policy

(See Reverse or Attachment for Terms and Conditions)

DATE: MARCH 10-2023PO **Nº 2744**

District: () Main Office () Mechanic Shop () D1 () D2 () D3 () D4 () D5 () LP

Purchaser: PRINT: JOE BLACKLELLPHONE: 530-283-6491SIGNATURE: [Signature]E-MAIL: JOE.BLACKLELL@COUNTYOFPLUMAS.COMVendor: NAME: FUTURE FORD OF SACRAMENTOADDRESS: 4625 MADISON AVESACRAMENTO CA. 95841CONTACT: SHAYLON HAYNISPHONE #: 530-329-6718

FAX #: _____

EMAIL: SHAYNIE@FUTUREFORDOF.SAC.COMFreight Charges: ☐ No ☐ Yes \$ _____

Special Instructions: _____

Charge to	Part Number	Description	Quantity	Cost/Each	Cost
ACQUISITION	CLASS 5	PLow/SAND TRUCK AS R10			
		W/ DIESEL ENGINE	6	113,433	680,878
		MECHANIC SERVICE TRUCK AS			
		R10 W/ DIESEL ENGINE	1	183,969	183,969

Date: _____

Approval by Department Purchase Agent Designee: _____

Date: _____

Approval by County Purchase Agent Designee: (If over \$5,000)

Date: _____

BOS Chair, Acting as Purchasing Officer

Subtotal	864,567.22
Tax	62,681.11
Freight	
Total	927,248.09

Vendor #2: _____

Vendor #3: _____

9SPECIFICATIONS BID

NO. 2023P

COUNTY OF PLUMAS

NOTICE TO BIDDERS

Sealed proposals will be received at the Public Works Office, 1834 E. Main St., Quincy, Plumas County, California, 95971, until 3:00 PM, Friday, February 24, 2023, at which time they will be publicly opened and read for the purchase of:

Four to Six (Public Works may Purchase up to Six if Budget Allows) – 2023 4-WHEEL DRIVE, CLASS 5 PLOW TRUCK, WITH DUMP BED, "V" BOX SANDER, and SNOW PLOW – Page 2-9

One – 2023 4-WHEEL DRIVE MECHANIC'S SERVICE TRUCK, CLASS 5, UTILITY BOX, AIR COMPRESSOR, and CRANE. Page 10-17

Attached are specifications for said Snow Plow Truck and Mechanic's Service Truck.
The Department of Public Works reserves the right to reject any and all bids.

Thank you for the opportunity!


RETAIL EXCELLENCE

Sheldon Haynie
Commercial Fleet Sales Manager

4625 Madison Avenue
Sacramento, CA 95841
shaynie@futurefordofsac.com

Cell (530) 329-6718
Toll Free (800) 916-FORD



COUNTY OF PLUMAS

BID FORM

This bid is based on specifications for Bid No. 2023P

One – 2023 CLASS 5, 4-WHEEL DRIVE MECHANIC'S UTILITY SERVICE TRUCK WITH CRANE and AIR COMPRESSOR

(Gasoline Engine)

Year, Make, Model and Engine Displacement of Vehicle.

Total Bid Price	\$ <u>172,684</u>
Documentary Fee	\$ <u>85</u>
State Sales Tax (7.25 %)	\$ <u>12,525.75</u>
Total Bid Cost – FOB Quincy	\$ <u>185,294.75</u>

I hereby certify that the above price does not contain any Federal Tax and that the vehicle to be furnished conforms to the specifications with the following exceptions:

Heated Mirrors need higher trim line.

(If no exceptions, state "NONE")

Proposal expiration date: 3/15/2023

Approximate date of delivery: TBD

Firm name and address: Future Ford 4625 Madison Ave Sacramento CA
95841

Email: Shayne @ future.ford@Sac. com

Phone: 530-329-6718

Signature of authorized representative: [Signature] Date: 2/22/2023

Print Name: Sheldon Haynie

Please include business card.

COUNTY OF PLUMAS

BID FORM

This bid is based on specifications for Bid No. 2023P

2023 4-WHEEL DRIVE CLASS 5 PLOW TRUCK, WITH DUMP BED, "V" BOX SANDER, AND SNOWPLOW

(Gasoline Engine)

Year, Make, Model and Engine Displacement of Vehicle.

Four to Six (Public Works may Purchase up to Six if Budget Allows)

Total Bid Price	\$ <u>100,994</u>
Documentary Fee	\$ <u>85</u>
State Sales Tax (7.25 %)	\$ <u>7,328.22</u>
Total Bid Cost – FOB Quincy (each)	\$ <u>108,407.22</u>

I hereby certify that the above price does not contain any Federal Tax and that the vehicle to be furnished conforms to the specifications with the following exceptions:

For Heated Mirrors need higher trim line

(If no exceptions, state "NONE")

Proposal expiration date: 3/15/2023

Approximate date of delivery: TBD

Firm name and address: Future Ford 4625 Madison Ave Sacramento, CA 95841

Email: shayne@futurefordofsa.com

Phone: 530-329-6718

Signature of authorized representative: [Signature] Date: 2/22/2023

Print Name: Sheldon Hayne

Please include business card.

COUNTY OF PLUMAS

BID FORM

This bid is based on specifications for Bid No. 2023P

2023 4-WHEEL DRIVE CLASS 5 PLOW TRUCK, WITH DUMP BED, "V" BOX SANDER, AND SNOWPLOW
(Diesel Engine)

Year, Make, Model and Engine Displacement of Vehicle.

Four to Six (Public Works may Purchase up to Six if Budget Allows)

Total Bid Price	\$ <u>113,348</u>
Documentary Fee	\$ <u>85</u>
State Sales Tax (7.25 %)	\$ <u>8,223.89</u>
Total Bid Cost – FOB Quincy (each)	\$ <u>121,656.89</u>

I hereby certify that the above price does not contain any Federal Tax and that the vehicle to be furnished conforms to the specifications with the following exceptions:

In order to have heated mirrors, will need higher trim line.

(If no exceptions, state "NONE")

Proposal expiration date: 3/15/2023

Approximate date of delivery: TBD

Firm name and address: Future Ford 4625 Madison Ave Sacramento, CA 95841

Email: Shayne@futurefordofsac.com

Phone: 530-329-6718

Signature of authorized representative:  Date: 2/22/2023

Print Name: Sheldon Hayne

Please include business card.

COUNTY OF PLUMAS
BID FORM

This bid is based on specifications for Bid No. 2023P

One – 2023 CLASS 5, 4-WHEEL DRIVE MECHANIC'S UTILITY SERVICE TRUCK WITH CRANE and AIR COMPRESSOR

(Diesel Engine)

Year, Make, Model and Engine Displacement of Vehicle

Total Bid Price	\$ <u>183,884</u>
Documentary Fee	\$ <u>85</u>
State Sales Tax (7.25 %)	\$ <u>13,337.75</u>
Total Bid Cost – FOB Quincy	\$ <u>197,306.75</u>

I hereby certify that the above price does not contain any Federal Tax and that the vehicle to be furnished conforms to the specifications with the following exceptions:

Heated Mirrors need higher trim line

(If no exceptions, state "NONE")

Proposal expiration date: 3/15/2023

Approximate date of delivery: TBD

Firm name and address: Future Ford 4625 Madison Ave Sacramento CA 95841

Email: Shayne@futurefordofsac.com

Phone: 530-329-6718

Signature of authorized representative:  Date: 2/22/2023

Print Name: Sheldon Haynie

Please include business card.



**PLUMAS COUNTY
PUBLIC WORKS DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: John Mannle, Director of Public Works
MEETING DATE: March 21, 2023
SUBJECT: Adopt Resolution, Establishing the 2022 Plumas County Maintained Mileage;
discussion and possible action. Roll call vote

Recommendation

Adopt Resolution, Establishing the 2022 Plumas County Maintained Mileage

Background and Discussion

Each year, The Public Works Department is required to submit a tabulation to the State to indicate the mileage that is maintained by the Plumas County Road Department. This mileage is used in the calculation of Gas Tax funds and other State funding sources for the Road Department.

The necessary updates have been completed and the attached resolution is ready for your approval.

Please note that this year's maintained mileage total is **681.275** miles.

A complete copy of the "2022 Plumas County Maintained Road Data" is on file with the Clerk of the Board of the Supervisors and at the Public Works Headquarters Building for public review during normal office hours.

Attached is a copy of the draft Resolution, for consideration by the Board of Supervisors.

The attached Resolution has been approved as to form by County Council

Action:

Adopt Resolution, Establishing the 2022 Plumas County Maintained Mileage

Attachments:

1. Resolution for Maintained Mileage

RESOLUTION NO. 23-

(Establishing Mileage of Maintained County Roads)

WHEREAS, Section 2121 of the Streets and Highways Code of the State of California provides that in May of each year each County shall submit to the California Department of Transportation any additions or exclusions from its mileage of maintained County roads, specifying the termini and mileage of each route added or excluded; and

WHEREAS, the California Department of Transportation certified to the State Controller in June 2021 that the total mileage of maintained county roads is 681.275 miles; and

WHEREAS, The County of Plumas now finds the total mileage of maintained County roads is **681.275** miles;

NOW, **THEREFORE**, BE IT RESOLVED by the Board of Supervisors of the County of Plumas, State of California, that the mileage of maintained County roads is now **681.275** miles, as indicated on the list titled “2022 Plumas County Maintained Road Data”, which is attached hereto and hereby made, by reference, a part of this resolution.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 21st day of March, 2023, by the following vote:

AYES: SUPERVISORS:

NOES: SUPERVISORS:

ABSTAIN/ABSENT: SUPERVISORS:

Supervisors
ATTEST:

Chair of the Board of

Clerk of the Board of Supervisors



**PLUMAS COUNTY
PLANNING DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: Tracey Ferguson, Director of Planning
MEETING DATE: March 21, 2023
SUBJECT: 2022 General Plan Annual Progress Report; discussion and possible action

Recommendation

Review 2022 General Plan Annual Progress Report

Background and Discussion

Government Code Section 65400 mandates that certain cities and all 58 counties submit an annual report on the status of the General Plan and progress in its implementation to their legislative bodies, the Governor's Office of Planning and Research (OPR) and Housing and Community Development (HCD) by April 1 of each year. The Annual Progress Report provides local legislative bodies with information regarding the implementation of the General Plan for their city or county. Annual Progress Reports must be presented to the local legislative body for its review and acceptance.

Once the Board of Supervisors has accepted the Annual Progress Report, a copy must be submitted to OPR and HCD. Providing a copy of the Annual Progress Report to HCD fulfills statutory requirements to report certain housing information, including the local agency's progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the development of housing (Government Codes Section 65584.3(c) and 65584.5(b)(5)).

Planning staff prepared a 2022 Draft General Plan Annual Progress Report (Attachment 1) and presented the Draft Report to the Planning Commission on March 16, 2022. Comments made and the recommendation given by the Planning Commission will be discussed during the Board of Supervisors meeting.

Action:

Accept and direct Planning staff to submit the 2022 General Plan Annual Progress Report to OPR and HCD by April 1, 2023

Attachments:

1. PlumasCounty_2035GP_2022 AnnualReport_March 2023_DRAFT

General Plan Annual Progress Report 2022

County of Plumas



**Prepared by Tracey Ferguson, AICP, Planning Director and
Tim Evans, Senior Planner**

Plumas County Planning & Building Services

Planning Department

**DRAFT
March 2023**

Table of Contents

I.	Introduction	1
	Background	1
	Informational Document	1
	Organization.....	2
II.	General Plan Elements.....	2
	Land Use Element	2
	Housing Element	2
	Noise Element	3
	Circulation Element.....	3
	Economics Element.....	3
	Public Health and Safety Element.....	3
	Conservation and Open Space Element.....	4
	Agriculture and Forestry Element.....	4
	Water Resources Element	4
III.	Permits, Applications, and Significant Plans and Projects	5
	2022 Permits	5
	2022 Planning Applications.....	7
	2022 Significant Plans and Projects	9
	Planning and Building Services Staff	11
IV.	General Plan and Zoning Amendments	12
	General Plan Amendments	12
	Zoning Code Amendments.....	12
	Plumas County Code, Title 9, Planning and Zoning	12
V.	Conclusion.....	13
	General Plan Vision	13
	General Plan Element-by-Element Review	13
	Plumas County Code, Title 9 Review.....	14

Appendices

APPENDIX A: CALIFORNIA GOVERNMENT CODE SECTION 65400

APPENDIX B: 2023 HOUSING UNIT CHANGE FORM, CALIFORNIA DEPARTMENT OF FINANCE

APPENDIX C: ANNUAL HOUSING ELEMENT PROGRESS REPORT, CALIFORNIA
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

I. Introduction

The 2022 General Plan Annual Progress Report has been prepared pursuant to the requirements of California Government Code Sec. 65400 *et seq.* (Appendix A). Guidance for preparation of the Report is provided by the Governor’s Office of Planning and Research (OPR). Additionally, the Plumas County 2035 General Plan Introduction contains language addressing the requirements for an annual report, as follows:

“The annual report required by Government Code Sec. 65400 shall be prepared by staff and submitted to the Planning Commission and Board of Supervisors for consideration. In addition to the minimum statutory requirements, each annual report submitted to the Planning Commission and Board of Supervisors shall be accompanied by information reflecting the County’s growth rate, based upon the number of building permits issued for the preceding year. Based upon this information, the Board of Supervisors should consider whether the projected growth rates identified in the Environmental Impact Report for this General Plan have been met or exceeded, and should take whatever action the Board deems appropriate, consistent with this General Plan, to ensure that growth occurs as contemplated in the General Plan. The annual report should be a public process open to everyone. All groups and agencies should be encouraged to participate, as should individual property owners and residents. Provisions shall be construed to reflect the County’s desire to accommodate a reasonable amount of growth, consistent with the other goals, policies and implementation measures of this General Plan.”

The purpose of the Annual Progress Report is to document the status of the General Plan and the County’s progress in its implementation.

The 2022 General Plan Annual Progress Report was provided to the County Planning Commission on March 16, 2023, for review and recommendation to the County Board of Supervisors. It is anticipated the County Board of Supervisors will review on March 21, 2023, for Board action to accept the Report and direct the Planning Department staff to submit the Report to OPR and the Department of Housing and Community Development (HCD) prior to the April 1st deadline.

Background

Plumas County adopted a comprehensive 2035 update to the 1984 General Plan on December 17, 2013. Three optional elements were added to the 2035 Plan, including an Economics Element, an Agriculture and Forestry Element, and a Water Resources Element.

On January 14, 2014, High Sierra Rural Alliance (HSRA) filed a lawsuit on the General Plan update Environmental Impact Report 85, and the California Court of Appeal, 3rd Appellate District, ruled in the County’s favor on all counts on October 19, 2018.

Thereafter, the County has worked to implement the 2035 General Plan.

Informational Document

The General Plan Annual Progress Report is a reporting document and does not create or alter policy. The content is provided for informational purposes only and is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Sec. 15306 (Class 6 – Information Collection).

Organization

After this Introduction (Chapter I), a summary of each of the County's General Plan elements is described in Chapter II.

Then a listing of 2022 permits, applications, and significant plans and projects is provided in Chapter III. Following these sections, the 2022 zoning amendments are recapped in Chapter IV.

No general plan amendments were processed in 2022.

Lastly, the Conclusion (Chapter V) describes the continued objective of County departments to perform project review responsibilities to further the General Plan's goals, policies, programs, and implementation measures; the Planning Commission's element-by-element review of the 2035 General Plan to document implementation and discuss potential future amendments to goals, policies, programs, and implementation measures; and County staff priorities for code amendment activities anticipated in 2023.

II. General Plan Elements

The General Plan details the County's guiding principles for a variety of planning topics and is the constitution for future development. California Government Code Sec. 65300 *et seq.* provides direction and specifications for the content of the General Plan. The following seven elements are required:

- Land Use
- Circulation
- Conservation
- Open Space
- Noise
- Safety
- Housing

The elements may be combined or renamed, but basic Government Code requirements must be included, and an agency may adopt any type of optional element at its discretion. Only the housing element must be certified by another agency (i.e., HCD), although the State Geologist and CAL FIRE provide some oversight of other general plan element aspects.

The Plumas County 2035 General Plan consists of the following nine (9) elements:

1. Land Use
2. Housing
3. Noise
4. Circulation
5. Economics
6. Public Health and Safety
7. Conservation and Open Space
8. Agriculture and Forestry
9. Water Resources

Land Use Element

The broadest section of the General Plan is the Land Use Element. The Land Use Element designates the type, intensity, and general distribution of uses of land for housing, business, industry, open space, education, public buildings and grounds, waste disposal facilities, and other categories of public and private uses. It is the guide to the physical form of the County. The Land Use Element also guides coordination and planning with other jurisdictions, such as the City of Portola, the United States Forest Service and the branches of the United States Military to avoid incompatible uses.

The Land Use Element requires future residential, commercial and industrial development to be located adjacent to or within existing Planning Areas (e.g., Almanor, Indian Valley, American Valley, Meadow Valley/Canyon, Mohawk, La Porte, and Sierra Valley) in order to maintain Plumas County's rural character with compact and walkable communities, where areas are identified in more detail on Plumas County's General Plan Land Use Maps as Towns, Communities, Rural Areas or Master Planned Communities. Future development may also be approved within areas for which Community Plans or Specific Plans have been prepared.

Small, isolated housing tracts in outlying areas shall be discouraged as they disrupt surrounding rural and productive agricultural lands, forests, and ranches and are difficult and costly to provide with services.

The Land Use Maps are supported by land use descriptions, permissible densities, maximum lot coverage, and height requirements for each County land use designation.

Housing Element

The Housing Element is a comprehensive assessment of current and projected housing needs for all economic segments of the County and provides clear policy direction for decision making pertaining to zoning, subdivision approval, housing allocations, and capital improvements. The purpose of the Housing Element is to identify housing solutions that address local housing problems and to meet or exceed the County's unincorporated area Regional Housing Needs Allocation (RHNA). The County recognizes that the provision of adequate housing is best met through a collaboration of various resources including County departments, outside state and federal agencies, and Plumas County housing and special needs stakeholders. The Element establishes a housing goal, policies, and action orientated programs the County and its housing partners will implement to facilitate actions that address the County's identified housing issues.

The Housing Element includes a residentially zoned vacant sites inventory and sections on the public participation process, an evaluation of implementation of the previous housing element programs, the community profile, housing resources and opportunities, a summary of constraints on the development of housing, and a discussion of residential energy conservation. The majority of sites included in the inventory are located within existing areas where infrastructure is in place (e.g., the availability of water and sewer, roadways, drainage) and most geographic or environmental constraints, such as topography, the presence of wetlands, or soils issues, are minimal: areas such as Graeagle, Greenville, Chester and Lake Almanor, Delleker and Portola (unincorporated), and Quincy.

Mandated by the State of California, housing elements are required to be updated on a more frequent cycle than the other elements of a general plan. Plumas County, is categorized by HCD as "Other Region" because it is a non-Council of Government (COG) jurisdiction where HCD acts as the COG for the purposes of determining the RHNA. With that, the housing element cycle for Plumas County is 5 years and must be reviewed by HCD for certification.

The County adopted its 6th cycle 2019-2024 Housing Element on October 15, 2019, and HCD certified the Element on December 5, 2019. Plumas County's 2024-2029 RHNA allocation for the 7th cycle will be forthcoming in 2023.

Noise Element

The Noise Element of the general plan provides a basis for comprehensive local programs to control and abate environmental noise and to protect citizens from excessive exposure. The dominant sources of noise in Plumas County are mobile, related to automobile and truck traffic, aircraft, and train transportation. Stationary sources in the County include lumber mills and aggregate mining and processing facilities. To a smaller extent, construction sites are also considered a stationary source of short-term, or temporary, noise in the County.

The County's Noise Element addresses community noise problems, in accordance with Government Code Sec. 65302(f). Policies and implementation measures developed in the General Plan include protection of noise-sensitive land uses, consideration of noise impacted areas, and noise associated with the County's airports.

Circulation Element

The Circulation Element is correlated with the Land Use Element and identifies the general location and extent of existing and proposed major thoroughfares, transportation routes, terminals, and other local public utilities and facilities. The Circulation Element provides a plan to guide the County's efforts relating to the movement of people, goods, energy, and other commodities. Topics of discussion include roads and highways, public transit, non-motorized transit including bicycles and pedestrians, rail, air, and movement of goods.

The Circulation Element establishes specific implementation measures to ensure that the transportation systems in Plumas County adequately address the transportation issues and planned growth for the County. Transportation policies included are intended to contribute to the achievement of the planned land use pattern and to ensure that applicable standards can be achieved.

Economics Element

The Economics Element, which is an optional General Plan element, provides a set of long-range goals and policy guidelines for economic development in the County. The Economics Element aims to establish the County's commitment to economic vitality; to articulate the types of economic activity that the County seeks to retain, expand and attract to the County; and to outline steps that the County should take to protect and enhance local assets that are critical to the health of the local economy. Topics of discussion include policies that support economic development programs, construction of infrastructure, communication and energy facilities, agriculture, forest industries, recreation, and tourism.

Public Health and Safety Element

The primary purpose of the Public Health and Safety Element is to establish goals and policies to protect the County from risks associated with seismic, geologic, flood, dam inundation, and wildfire hazards in addition to hazardous wastes and airport hazards to reduce the risk of death, injury, property damage, and the economic and social dislocation related to those hazards. This Element also includes policies that address emergency operations and the goal of sustaining healthy communities.

Conservation and Open Space Element

As is allowed under State law, the County has combined two of the mandatory Conservation and Open Space elements into one element that provides guidance for the conservation, development, and use of natural resources, including water, forests, soils, rivers, and mineral deposits. The Conservation and Open Space Element details policies and implementation measures for the long-range preservation and conservation of open space, including lands for the preservation of natural resources, the managed production of resources, outdoor recreation, and public health and safety.

Specifically included in this section are policies pertaining to biological resources, mineral and soil resources, cultural and historic resources, scenic resources, parks and recreation, trails and bikeways, air quality, climate change, energy conservation and open space resources in general.

Agriculture and Forestry Element

Due to the importance of agricultural and forestlands in Plumas County, an Agriculture and Forestry Element is included as an optional element of the 2035 General Plan. The topics of discussion within the policies include productive use of resource lands, conversion of agriculture and forest lands, promotion of healthy competitive farm, ranch and forestry economies and sustainable food systems, water quality and quantity for agriculture, education and awareness of the importance of agriculture and forestry, support of infrastructure creation, and management of greenhouse gas (GHG) emissions.

Water Resources Element

Given the importance of water resources in Plumas County to County residents and the various water users throughout the State of California, the 2035 County General Plan includes an optional Water Resources Element as a means of ensuring that Plumas County's water resources are protected and sustained for the future. The topics discussed in the Water Resources Element include groundwater management, water quality, watershed management and water exports, climate change adaptation, public water supplies, wastewater management, and flood and stormwater management. This Element also includes policies that address water use efficiency and conservation and the goals of interagency coordination and public education.

Plumas County contains a number of rivers, lakes, and reservoirs, which provide important habitat, recreation, water supply and economic functions for County residents and nonresidents alike. Plumas County also contains fourteen groundwater basins, which are primarily located in the valleys on the east side of the Sierra Crest. The Upper Feather River watershed covers a majority of the County (98%), which is about 72% of the watershed. The tributaries of the Upper Feather River watershed drain over 2 million acres of land in the Sierra Nevada, flowing southwest into Lake Oroville in neighboring Butte County. The Upper Feather River watershed is divided into four main branches with respective watersheds—the West Branch, the North Fork, the Middle Fork and the South Fork of the Feather River—and serves as an important supply of surface water resources. Water has been an export from Plumas County since the State Water Project (SWP) located its main storage facility, fed by the Feather River, at Lake Oroville. The Upper Feather River watershed supplies water for downstream urban, industrial, and agricultural use as part of the SWP.

III. Permits, Applications, and Significant Plans and Projects

During 2022, the County processed numerous permits, project applications, and participated in a variety of significant plans and projects. The following summaries provide a brief overview of these activities and are not intended to be exhaustive.

2022 Permits

Plumas County Planning and Building Services processed 1,336 permits in 2022, including well and septic permits, building permits, no fee permits (e.g., water heaters, 200 square feet or less non-habitable sheds or agricultural buildings), and miscellaneous permits (e.g., re-roof, electrical, plumbing, and HVAC), which is roughly a 300-permit increase year-over-year from the 2021 total of 1,031 permits. The Planning Department staff reviews construction permits for planning and zoning consistency compliance.

Housing Units Completed

The California Department of Finance (DOF), Demographic Research Unit, Housing Unit Change Form is attached as Appendix B. Between January 1, 2022, and December 31, 2022, Plumas County had fifty (50) housing units completed based on final inspections, certificates of occupancy, completion certificates, or utility releases. Of the 50, thirty-six (36) were newly constructed single-family detached units, twelve (12) were newly constructed single-family mobile home units, two (2) were newly constructed accessory dwelling units (ADUs), and none were converted units (i.e., “gained” housing stock).

By comparison based on final inspections, certificates of occupancy, completion certificates, or utility releases, in 2021 Plumas County had thirty-nine (39) housing units completed; in 2020 there were thirty (30), in 2019 there were thirty-eight (38), and in 2018 there were fifty-two (52). Including 2022, the past five-year average of annual housing units completed is roughly forty-two (42).

Units Lost to Demolition, Fire, or Natural Disaster

In 2022, two (2) single-family detached units were lost to demolition, fire, or natural disaster and none (0) single-family mobile home units or multi-family units were lost.

In contrast, in 2021, over 700 single-family units, multi-family units, mobile home units, and motor homes were lost to demolition, fire, or natural disaster. The units lost in 2021 were predominantly due to the Dixie Fire and Beckwourth Complex Fire which were wildfires that affected Plumas, Butte, Lassen, Shasta, and Tehama counties. The Dixie Fire started on July 13, 2021 and burned approximately 963,309 acres (over 1,300 structures destroyed), while the Beckwourth Complex started on July 4, 2021 and burned 105,670 acres (over 60 structures destroyed). Perimeter containment of the Dixie Fire was achieved on October 25, 2021, and on the Beckwourth Complex on September 22, 2021.

2019-2024 Regional Housing Needs Allocation

Appendix C provides the Annual Housing Element Progress Report, as reported to HCD. The total proposed units with building permits issued in 2022 for unincorporated Plumas County was seventy-four (74), which equates to the following affordability by household income level:¹

- Very-Low Income 0
- Low Income 8
- Moderate Income 37
- Above-Moderate Income 29

The table below is an accounting of the 6th cycle planning period (December 31, 2018 – August 31, 2024) RHNA, and dwelling unit permits issued to-date, toward achieving the regional housing needs allocation, which also equates to the County’s new construction quantified objective under the 2019-2024 Housing Element. Overall, and with two years left in the planning period, Plumas County has exceeded its 6th cycle housing allocation in all income categories.

Income Category	6th Cycle Planning Period RHNA	2019 Permits Issued	2020 Permits Issued	2021 Permits Issued	2022 Permits Issued	Total Permits Issued
Extremely Low	2	0	0	0	0	0
Very Low	3	0	0	13	0	13
Low	3	1	2	4	8	15
Moderate	2	12	13	26	37	88
Above Moderate	6	30	30	27	29	116
Total	16	43	45	70	74	232

Growth Rate

The 2020 U.S. Census reported 19,790 in total population for the unincorporated Plumas County area. This 2020 population number is a 217-person reduction from the 2010 Census, which reported a Plumas County unincorporated population of 20,007.

The County’s growth rate over the past decade has been static. Largely, the California Department of Finance projects Plumas County’s unincorporated area population is expected to remain static or decline by a few thousand people through 2060, lagging behind the projected positive growth rate of the state as a whole adding a few million people.

¹ Based on 2022 HCD income limits the area median income (AMI) for a family of four (4) in Plumas County was \$82,400 with Very Low Income 1–50 percent of AMI (\$40,850 or less); Low Income 51–80 percent of AMI (\$40,851–\$65,350); Moderate Income 81–120 percent of AMI (\$65,351–\$98,900); and Above Moderate Income is above 120 percent of AMI (\$98,901 or more).

Geography	Projections						
	2021	2022	2025	2030	2040	2050	2060
California	39,953,269	40,146,003	40,808,001	41,860,549	43,353,414	44,049,015	44,228,057
Plumas County	19,124	19,041	18,864	18,493	17,289	15,924	15,277

Source: Projections Prepared by Demographic Research Unit, California Department of Finance, July 2021

The California Department of Finance estimated a population of 19,041 for the County's unincorporated population on January 1, 2022, which is an anticipated decline from the January 1, 2021 population estimate of 19,124. For the years 2025 through 2060, the California Department of Finance projects Plumas County's population to continue to decline.

2022 Planning Applications

The Planning Department processed a variety of ministerial and discretionary planning applications with associated environmental reviews during 2022 including, for example, Special Use Permits, Tentative Parcel Maps, Variances, Lot Line Adjustments, Owner Initiated Mergers, and Sign Permits.

The breakdown in ministerial applications processed at County staff level by Planning in 2022 were as follows:

- Lot Line Adjustments (2)
- Owner Initiated Mergers (23)
- Sign Permits (8)
- Administrative Use Permit (1)

Further, Planning staff performed eight (8) annual Surface Mining and Reclamation Act (SMARA) mining inspections.

The breakdown in discretionary applications heard before the Zoning Administrator in a public hearing process in 2022 were as follows:

- Tentative Parcel Map (1)
 - *TPM 4-21/22-01 Wehrman, Lance, Delleker (APN 125-420-060) – approved:* Division of 3.36 acres into two parcels of 1.90 acres and 1.46 acres for commercial use.
- Modification of Recorded Map by Certificate of Correction (1)
 - *TSM/PD 4-09/10-04 Sorenson, Paul and Lena Lin, Chilcoot (APN 008-430-005) – continued to January 2023:* Request to relocate the building envelope on lot 4 as shown on recorded map 10M129 (Ramelli Creek Ranch).

- Special Use Permits (6)
 - ***U 1-21/22-04 Friends of Plumas County Animals – approved:*** Request to establish a public service facility consisting of an animal rescue and adoption center for cats and dogs.
 - ***U 8-20/21-04 Matt Anchordoguy (Happy Camp, LLC), Lake Almanor – withdrawn:*** Request to construct a 3,000 square foot building for boat and recreational vehicle (RV) storage.
 - ***U 5-21/22-10 Antaramian, Sark and Aline, Quincy (APN 115-063-012) – denied, appealed to the Board of Supervisors, and upheld:*** Request to re-establish the lawful, non-conforming residential use of a structure in C-1 (Core Commercial) zoning.
 - ***U 4-21/22-08 Coughlin, Peggy, Quincy (APN 115-064-004) – approved:*** Request to re-establish the lawful, non-conforming residential use of a structure in C-1 (Core Commercial) zoning.
 - ***U 3-21/22-06 Morrison, Oran & Michelle, Quincy (APN 005-480-008) – approved:*** Request to establish a place of assembly use to allow for gatherings such as weddings in S-1 (Suburban) zoning.
 - ***U 6-20/21-18 Central Plumas Recreation and Park District, Quincy (APN 115-130-015) – approved and Mitigated Negative Declaration #684 adopted in compliance with Assembly Bill 52 obligation to consult with California Native American Tribes:*** Request to establish a community bike park in 7-R (Single-Family Residential) zoning.
- Variance (2)
 - ***V 1-21/22-01 Lincoln, David and Kelly, Lake Almanor (APN 102-352-001) – approved:*** Request to increase the height limit to 40 feet and a setback reduction for the dwelling to 10 feet, 11 inches for a portion of the proposed single-family dwelling.
 - ***V 5-21/22-02 Noall, Kenneth, Lake Almanor (APN 106-283-011) – approved:*** Request to reduce the front and side yard setbacks to accommodate a storage area and carport.

Lastly, a public hearing was held before the Zoning Administrator to review the following:

- ***Special Use Permit, U 3-20/21-12, Plumas County Behavioral Health (applicant) and Environmental Alternatives (owner)*** of the compatibility of the Behavioral Health Wellness Center to ensure the project is not creating any nuisances with the surrounding community as required by Condition #4 of the Special Use Permit approved on May 12, 2021.

2022 Significant Plans and Projects

Sierra Valley Subbasin Groundwater Sustainability Plan (GSP) Adoption

In 2014, Governor Brown signed into law a package of bills (Senate Bill 1168, Senate Bill 1319, and Assembly Bill 1739) collectively called the Sustainable Groundwater Management Act (SGMA). The intent of SGMA is to create a “framework for sustainable groundwater management and use of groundwater in a manner that can be maintained during the planning and implementation horizon without causing undesirable results.” The Sierra Valley groundwater basin is a medium-priority basin. A Memorandum of Understanding (MOU) was made and entered into on January 8, 2019 by and between the Sierra Valley Groundwater Management District (SVGMD) and Plumas County to establish and facilitate a cooperative and ongoing working relationship between the County and the SVGMD, as co-Groundwater Sustainability Agencies (GSAs), to develop a single Sierra Valley Subbasin GSP.

The purpose of the GSP is to ensure that “sustainable groundwater management” in the Sierra Valley Subbasin is achieved by 2042 and maintained at least until 2072. The Sierra Valley Subbasin GSP was adopted by the SVGMD (Resolution No. 2022-01) on January 17, 2022 and by the Plumas County Board of Supervisors (Resolution No. 2022-8655) on January 18, 2022. The adopted GSP was then submitted to the California Department of Water Resources (DWR) by the January 31, 2022 deadline. The GSP is under review by DWR, with comments due no later than January 2024.

Plumas County Jail and Day Reporting Center Design-Build Project

In 2022, grading was completed, and foundation work began on the Plumas County Jail and Day Reporting Center Design-Build Project on a 13-acre parcel of County-owned land in Quincy. Plumas was awarded \$25M by the State of California in 2017 under Senate Bill 844 to construct the new jail facility, which is one of the largest projects in the County’s history.

The new stand-alone jail facility is located on roughly 2 acres and will include housing, intake, support areas, medical clinic, administration space, and a public lobby, and intake/transfer/release. Housing will consist of 60 dorm-style single/double beds, dayroom, outdoor recreation space, and multipurpose rooms used for programing and treatment. The public lobby and administration area will consist of a public lobby, jail administration space, and in person visitation. Intake/release/transfer area will have multiple cells, vehicle sallyport, booking counter, and an interview room. The medical clinic will include treatment rooms, an exam room, storage, and office space. Support areas will consist of a kitchen, food storage, laundry and staff support area. The Day Reporting Center will include classrooms, administrative offices, and program space.

North Star Navigation Center

Plumas Crisis Intervention and Resource Center (PCIRC), Plumas County’s homelessness and coordinated entry provider, broke ground in 2022 on the County’s first Navigation Center under the state’s Low Barrier housing model pursuant to Government Code Section 65660 – 65668 (AB 101, Weiner, 2019). A Low Barrier Navigation Center means a Housing First approach, low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing.

The construction of the North Star Navigation Center will provide immediate emergency shelter and transitional housing services to the homeless, chronically homeless, transitioning offenders, the Housing and Disability Advocacy Program (HDAP) for seniors and/or disabled, and former foster youth in Plumas. The main building includes a 20-bed capacity emergency shelter with congregate beds and non-congregate bedrooms for families, associated congregate and non-congregate bathrooms, day use room areas, a kitchen and dining room, administrative offices for staff, and storage. Ohana Village offers transitional housing that includes 26 detached cabins ranging in size from studio units (16, one of which is accessible), 1 bedroom-units (8, one of which is accessible), and 2 bedroom-units (2, one of which is accessible). The 1- and 2-bedroom units include half baths, while the studio units utilize a common building with congregate bathrooms that also have shower facilities for all Ohana Village units. A second common building includes Ohana Village resident dining and there is also a maintenance building and outdoor play area.

Supportive service staffing will include a Navigation Center Manager, Housing Navigator, Behavioral Health Counselor, Alcohol and Drug Counselor, HDAP Disability Advocate, and Grief Recovery Specialist with the primary purpose to bring all activities in-house and on-site. Educational opportunities and trainings will be provided to North Star Navigation Center residents including money management, life skills, and workforce development skills. Expected outcomes include:

- Increasing access to emergency and transitional housing.
- Delivery of a comprehensive array of supportive services.
- Reducing the number of days of homelessness.
- Increasing access to permanent housing and housing stability.
- Developing a ‘systems change’ in how Plumas County addresses homelessness for its most vulnerable residents.

2021 Wildfires Long-Term Recovery Plan

Plumas County, in a countywide effort to effectively coordinate wildfire recovery from the devastating 2021 Dixie Fire and Beckwourth Complex Fire, began engagement toward the preparation of a Long-Term Recovery Plan in 2022.

Plumas adopted a Recovery Support Function (RSF) organizational framework under the Community Planning and Capacity Building structure, creating five working groups, including Housing and Commercial Buildings, Infrastructure, Economic, Health and Social Services, and Natural and Cultural Resources. The RSF structure is modeled after the California Disaster Recovery Framework (CDRF) and the National Disaster Recovery Framework (NDRF). Working group participants represented those from community and non-governmental organizations; non-profits; stakeholders; and county, state, and federal governmental agencies.

Over the course of several months, with state and federal partner support, the RSF working group participants analyzed data from several sources including Dixie Fire Collaborative community engagement workshops and quantitative and qualitative data from a host of sources to identify recovery impacts and determine needs. Participants then used their areas of subject matter expertise to develop recovery projects, by RSF, that could meet those needs.

Come 2023, potential recovery values, vision, and project scopes will be presented to community members for feedback and refinement at multiple community workshops. The objective of the County is to have a Long-Term Recovery Plan drafted by summer 2023, with adoption of the Plan by the County Board of Supervisors no later than fall 2023.

Planning and Building Services Staff

Planning Department Staff

The Plumas County Planning Department staff in 2022 accounted for two (2) full-time 1.0 equivalent (FTE) staff members, including a Planning Director and Senior Planner. The other Planning Department 1.0 FTE positions of Assistant Planning Director and a flexibility allocated Assistant/Associate/Senior Planner position remained vacant. In addition, the Planning Department funds one (1) Fiscal Officer position at 0.4 FTE. Unlike most California county planning departments, the Plumas County Planning Department does not currently have a dedicated clerical staffer supporting Planning Department counter and administrative functions. The Senior Planner staff member is also the Clerk for the Planning Commission and Airport Land Use Commission, while the Department Fiscal Officer is the Clerk for the Zoning Administrator.

Geographic Information Systems (GIS) Department Staff

The Plumas County GIS Department budgets for one (1) full-time 1.0 FTE GIS Coordinator position, which continued to be staffed in 2022. In addition, the GIS Department funds one (1) Fiscal Officer position at 0.1 FTE. The GIS Coordinator develops and maintains several GIS intra-maps for various County departments including Assessor, Building, Engineering, Environmental Health, Planning, Elections, Public Works, and Treasurer/Tax Collector. The GIS Coordinator also manages public-facing interactive maps that are available to the public through the Plumas County GIS webpage Map Portal such as a parcel query map, General Plan land use, zoning, supervisor districts, fire districts, voting precincts, population statistics, and more.

Building Department and Code Enforcement Department Staff

The Plumas County Building Department 1.0 FTE staff in 2022 included one (1) Building Services Director/Building Official, one (1) Senior Permit Technician, one (1) Permit Technician, one (1) Senior Inspector, and one (1) Inspector I. The Plumas County Code Enforcement Department is managed under the Building Department and in 2022 was made up of two (2) full-time 1.0 FTE staff members, including a Chief Code Enforcement Officer and Code Enforcement Officer. Code Enforcement is primarily a complaint-driven process. The County's Housing Element includes a program that commits the County to continue to use the Code Enforcement Department, as well as the Plumas County Sheriff's Office and Building Department staff, when needed, to ensure code compliance. In addition, the Building Department and Code Enforcement Department fund one (1) Fiscal Officer position at 0.5 FTE.

IV. General Plan and Zoning Amendments

General Plan Amendments

No General Plan amendments went to the Planning Commission for recommendation or before the Board of Supervisors for adoption in 2022.

Zoning Code Amendments

Ordinance 2022-1145: Ordinance amending Plumas County Code Title 9 Planning and Zoning, Chapter 2 Zoning, Article 2 Definitions to amend the definition of “Public Service Facility.”

Ordinance 2022-1146: Ordinance amending Urgency Ordinance 21-1140 Concerning Emergency Interim Housing During Recovery From the Dixie Fire and Beckwourth Complex Fire.

Plumas County Code, Title 9, Planning and Zoning

Following the adoption of the General Plan on December 17, 2013, an objective of the County was to update the Plumas County Code, Title 9 (Planning and Zoning) per direction provided in the implementation measures of the General Plan elements.

At the Planning Commission meeting of December 15, 2016, the Commission selected a Title 9 (Planning and Zoning) update priority list to follow during the next year or several years.

The list of priorities, as established by the Commission in 2016, were as follows:

1. Local California Environmental Quality Act Guidelines (CEQA) update
2. Update Title 8 (Building Regulations), Chapter 17 (Flood) of the Plumas County Code re: Flood Plain Ordinance and applicable Title 9 (Planning and Zoning) sections
(INITIATED IN 2022, WAS NOT COMPLETED, CONTINUES INTO 2023)
3. Update Title 9 (Planning and Zoning) of the Plumas County Code re: onsite wastewater treatment systems
4. Development of a Subdivision Ordinance
5. *Development of a Grading and Drainage Ordinance (INITIATED IN 2020, WAS NOT COMPLETED IN 2021-2022, CONTINUES INTO 2023)*
6. Solar Energy code development
7. Noise ordinance development
8. Child daycare facilities code update
9. Sign code update
10. *Second dwelling unit (now accessory dwelling unit) code update (COMPLETED 2019)
(NOTE ADDITIONAL STATE LEGISLATION ADDRESSING ACCESSORY DWELLING UNITS APPROVED BY THE GOVERNOR TO BE ADDRESSED)*
- ~~11. Drought Tolerant Landscape ordinance (i.e., MWEL0) (COMPLETED 2019)~~
- ~~12. Chicken ordinance development (COMPLETED 2019)~~

13. Department of Defense noise and compatibility code development
14. Dark sky lighting ordinance development
15. Surface Mining and Reclamation Act (SMARA) update
16. *State Responsibility Area (SRA) Fire Safe Regulations code update (COMPLETED 2018)*
(NOTE AMENDMENTS TO SRA FIRE SAFE REGULATIONS TO BE ADDRESSED)
- ~~17. Cellular Facilities ordinance (COMPLETED 2019)~~
- ~~18. General Plan Update Final EIR Implementation of Table 3-1 (COMPLETED 2019)~~

V. Conclusion

General Plan Vision

The 2035 General Plan is the County's constitution and guiding vision. Upkeep and maintenance of the General Plan is a continuous process. The County implements the General Plan's Vision to ***promote a healthy physical and aesthetic environment, a vital economy, and a supportive social climate that can accommodate the expected growth and change over the next 20 years*** on a day-to-day basis and includes the public in the discretionary decision-making process. The County departments continue project review responsibilities to further the 2035 General Plan's goals, policies, programs, and implementation measures.

General Plan Element-by-Element Review

Starting in November 2019, the Planning Commission tasked themselves with an element-by-element review of the 2035 General Plan to continue the objectives of documenting the County's implementation and discussing of the goals, policies, programs, and implementation measures, as follows:

- November 2019 through March 2020—Land Use Element
- June 2020 through November 2020—Economics Element
- January 2021 through April 2021—Water Resources Element
- April 2021 through May 2021—Noise Element
- September 2021 through July 2022—Public Health and Safety Element
- October 2022 through March 2023—Circulation Element

Summaries have been prepared that reflect the notes and suggested action outcomes of the implementation measures discussions to identify potential timeframes for implementation and future actions. It should be noted that by no means does the review of the implementation measures by the Commission or the annotated notes in the summary documents change, in any way, the adopted 2035 General Plan implementation measures.

Review of the 2035 General Plan element-by-element by the Planning Commission is expected to continue into 2023 with anticipated review of the Agriculture and Forestry Element and Conservation and Open Space Element.

Plumas County Code, Title 9 Review

On March 3, 2022, the Planning Commission by unanimous action directed amendments to the top five (5) Planning staff priorities, as follows:

1. Update Title 8 (Building Regulations), Chapter 17 (Flood) of the Plumas County Code re: Flood Plain Ordinance and applicable Title 9 (Planning and Zoning) sections
2. Accessory dwelling units (ADU)
3. Electrical vehicle charging stations (AB 1236)
4. Noise ordinance development
5. Development of a Subdivision Ordinance

The list of Title 9 amendment priorities, as established by the Commission were not able to be addressed in 2022 due to other priorities of the Planning Department. With that said, the Update to Title 8 (Building Regulations), Chapter 17 (Flood) of the Plumas County Code re: Flood Plain Ordinance and applicable Title 9 (Planning and Zoning) sections was initiated in 2022 and will continue into 2023.

The additional remaining Title 9 (Planning and Zoning) amendments—listed below in no particular order—continue to be tracked by Planning Department staff and will be addressed in the future as time and resources allow and/or should priorities change:

- Surface Mining and Reclamation Act (SMARA) update
- Dark sky lighting ordinance development
- Local California Environmental Quality Act Guidelines (CEQA) update
- Update Title 9 (Planning and Zoning) of the Plumas County Code re: onsite wastewater treatment systems
- Solar energy code development
- Child daycare facilities code update
- Sign code update
- Department of Defense noise and compatibility code development

Appendix A: California Government Code Section
65400 et seq.

GOVERNMENT CODE - GOV

TITLE 7. PLANNING AND LAND USE [65000 - 66499.58]

(Heading of Title 7 amended by Stats. 1974, Ch. 1536.)

DIVISION 1. PLANNING AND ZONING [65000 - 66301]

(Heading of Division 1 added by Stats. 1974, Ch. 1536.)

CHAPTER 3. Local Planning [65100 - 65763]

(Chapter 3 repealed and added by Stats. 1965, Ch. 1880.)

ARTICLE 7. Administration of General Plan [65400 - 65404]

(Article 7 added by Stats. 1965, Ch. 1880.)

65400.

(a) After the legislative body has adopted all or part of a general plan, the planning agency shall do both of the following:

(1) Investigate and make recommendations to the legislative body regarding reasonable and practical means for implementing the general plan or element of the general plan, so that it will serve as an effective guide for orderly growth and development, preservation and conservation of open-space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the general plan.

(2) Provide by April 1 of each year an annual report to the legislative body, the Office of Planning and Research, and the Department of Housing and Community Development that includes all of the following:

(A) The status of the plan and progress in its implementation.

(B) (i) The progress in meeting its share of regional housing needs determined pursuant to Section 65584 and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing pursuant to paragraph (3) of subdivision (c) of Section 65583.

(ii) The housing element portion of the annual report, as required by this paragraph, shall be prepared through the use of standards, forms, and definitions adopted by the Department of Housing and Community Development. The department may review, adopt, amend, and repeal the standards, forms, or definitions, to implement this article. Any standards, forms, or definitions adopted to implement this article shall not be subject to Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2. Before and after adoption of the forms, the housing element portion of the annual report shall include a section that describes the actions taken by the local government towards completion of the programs and status of the local government's compliance with the deadlines in its housing element. That report shall be considered at an annual public meeting before the legislative body where members of the public shall be allowed to provide oral testimony and written comments.

(iii) The report may include the number of units that have been completed pursuant to subdivision (c) of Section 65583.1. For purposes of this paragraph, committed assistance may be executed throughout the planning period, and the program under paragraph (1) of subdivision (c) of Section 65583.1 shall not be required. The report shall document how the units meet the standards set forth in that subdivision.

(iv) The planning agency shall include the number of units in a student housing development for lower income students for which the developer of the student housing development was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915.

(C) The number of housing development applications received in the prior year.

(D) The number of units included in all development applications in the prior year.

(E) The number of units approved and disapproved in the prior year.

(F) The degree to which its approved general plan complies with the guidelines developed and adopted pursuant to Section 65040.2 and the date of the last revision to the general plan.

(G) A listing of sites rezoned to accommodate that portion of the city's or county's share of the regional housing need for each income level that could not be accommodated on sites identified in the inventory required by paragraph (1) of subdivision (c) of Section 65583 and Section 65584.09. The listing of sites shall also include any additional sites that may have been required to be identified by Section 65863.

(H) The number of net new units of housing, including both rental housing and for-sale housing and any units that the County of Napa or the City of Napa may report pursuant to an agreement entered into pursuant to Section 65584.08, that have been issued a completed entitlement, a building permit, or a certificate of occupancy, thus far in the housing element cycle, and the income category, by area median income category, that each unit of housing satisfies. That production report shall, for each income category described in this subparagraph, distinguish between the number of rental housing units and the number of for-sale units that satisfy each income category. The production report shall include, for each entitlement, building permit, or certificate of occupancy, a unique site identifier that must include the assessor's parcel number, but may include street address, or other identifiers.

(I) The number of applications submitted pursuant to subdivision (a) of Section 65913.4, the location and the total number of developments approved pursuant to subdivision (c) of Section 65913.4, the total number of building permits issued pursuant to subdivision (c) of Section 65913.4, the total number of units including both rental housing and for-sale housing by area median income category constructed using the process provided for in subdivision (c) of Section 65913.4.

(J) If the city or county has received funding pursuant to the Local Government Planning Support Grants Program (Chapter 3.1 (commencing with Section 50515) of Part 2 of Division 31 of the Health and Safety Code), the information required pursuant to subdivision (a) of Section 50515.04 of the Health and Safety Code.

(K) The progress of the city or county in adopting or amending its general plan or local open-space element in compliance with its obligations to consult with California Native American tribes, and to identify and protect, preserve, and mitigate impacts to places, features, and objects described in Sections 5097.9 and 5097.993 of the Public Resources Code, pursuant to Chapter 905 of the Statutes of 2004.

(L) The following information with respect to density bonuses granted in accordance with Section 65915:

(i) The number of density bonus applications received by the city or county.

(ii) The number of density bonus applications approved by the city or county.

(iii) Data from a sample of projects, selected by the planning agency, approved to receive a density bonus from the city or county, including, but not limited to, the percentage of

density bonus received, the percentage of affordable units in the project, the number of other incentives or concessions granted to the project, and any waiver or reduction of parking standards for the project.

(b) If a court finds, upon a motion to that effect, that a city, county, or city and county failed to submit, within 60 days of the deadline established in this section, the housing element portion of the report required pursuant to subparagraph (B) of paragraph (2) of subdivision (a) that substantially complies with the requirements of this section, the court shall issue an order or judgment compelling compliance with this section within 60 days. If the city, county, or city and county fails to comply with the court's order within 60 days, the plaintiff or petitioner may move for sanctions, and the court may, upon that motion, grant appropriate sanctions. The court shall retain jurisdiction to ensure that its order or judgment is carried out. If the court determines that its order or judgment is not carried out within 60 days, the court may issue further orders as provided by law to ensure that the purposes and policies of this section are fulfilled. This subdivision applies to proceedings initiated on or after the first day of October following the adoption of forms and definitions by the Department of Housing and Community Development pursuant to paragraph (2) of subdivision (a), but no sooner than six months following that adoption.

(c) The Department of Housing and Community Development shall post a report submitted pursuant to this section on its internet website within a reasonable time of receiving the report.

(Amended (as amended by Stats. 2020, Ch. 197, Sec. 1.3) by Stats. 2021, Ch. 340, Sec. 1. (SB 290) Effective January 1, 2022.)

65400.1.

In the annual report provided by the planning agency to the legislative body, the Office of Planning and Research, and the Department of Housing and Community Development required pursuant to paragraph (2) of subdivision (a) of Section 65400, the planning agency shall also include a listing of sites owned by the city or county and included in the inventory prepared pursuant to Section 65583.2 that have been sold, leased, or otherwise disposed of in the prior year. The list shall include the entity to whom each site was transferred and the intended use for the site.

(Added by Stats. 2019, Ch. 664, Sec. 14. (AB 1486) Effective January 1, 2020.)

65400.2.

(a) For purposes of the housing element portion of the annual report required by paragraph (2) of subdivision (a) of Section 65400, for up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. The report shall clearly indicate that these were not newly constructed units, and shall provide all relevant project- and unit-level information as described in subparagraph (H) of paragraph (2) of subdivision (a) of Section 65400.

(b) For purposes of this section, a unit may be reported as a converted unit under subdivision (a) only if all of the following apply to the unit:

(1) The rent for the unit prior to conversion was not affordable to very low, low-, or moderate-income households.

(2) The unit is subject to a long-term recorded regulatory agreement with a public entity that requires the unit to be affordable to, and occupied by, persons of moderate income for a term of 55 years.

(3) (A) The initial postconversion rent for the unit is at least 10 percent less than the average monthly rent charged over the 12 months prior to conversion.

(B) To determine the maximum rental rate in subsequent years, the initial postconversion rent for the unit shall be compared to the rent limit at the 100-percent income level established by the California Tax Credit Allocation Committee for the year of conversion, and the regulatory agreement shall limit the rent on the unit for the term of the regulatory agreement to that ratio multiplied by the 100-percent income level rent limit for the respective year.

(C) Notwithstanding subparagraphs (A) and (B), a project owner may shift rent restrictions on units within a given property so long as the overall distribution of regulated rents remain the same.

(4) The unit is in decent, safe, and sanitary condition at the time of occupancy following the conversion.

(5) The unit was not acquired by eminent domain as part of the conversion.

(6) The unit is subject to a governmental monitoring program to ensure continued affordability and occupancy by qualifying households.

(7) Unless the development is subject to a regulatory agreement with the California Tax Credit Allocation Committee, a public entity shall hold an assignable right to purchase the development, any interest in the development, or any interest in a partnership that owns the development for a price that does not exceed the principal amount of outstanding indebtedness secured by the building and all federal, state, and local taxes attributable to that sale.

(c) For any units that qualify to be reported pursuant to this section that were converted between the start of the projection period and the deadline for adoption of the housing element, a city or county may reduce its share of the regional housing need on a unit-for-unit basis, provided that the reduction does not exceed 25 percent of the need in the moderate-income category.

(d) The Department of Housing and Community Development shall not be required to implement this section until January 1, 2023. However, for reports issued after January 1, 2023, planning agencies may report conversions pursuant to subdivision (a) that occurred on or after January 1, 2022.

(Added by Stats. 2021, Ch. 350, Sec. 1. (AB 787) Effective January 1, 2022.)

**Appendix B: 2023 Housing Unit Change Form,
California Department of Finance**

2023 Housing Unit Change Form

PLEASE READ ATTACHED INSTRUCTIONS. RETURN BY January 31, 2023.

Demographic Research Unit, Department of Finance, 915 L Street, Sacramento, CA 95814, Fax (916) 327-0222,
Telephone (916) 323-4086. E-Mail Housing.Survey@dof.ca.gov

Jurisdiction: Plumas County Bldg Dept.

County: Plumas

Contact Information

Reported By: Carolyn Vickers

Title: Senior Permit Tech.

Department: Plumas County Bldg Dept.

Address: 555 main street

E-Mail Address: Carolyn.vickers@CountyofPlumas.com

Telephone Number: (530) 283-7011

Section 1: Data Source

1. Please check the method you reported on this survey for newly constructed units:

☒ **Completed Housing Units:** Housing units completed between 1/1/22-12/31/22 based on Final Inspections, Certificates of Occupancy, Completion Certificates or Utility Releases.

OR

☐ **Permits:** If you can only report building permits issued, you MUST adjust the permits to estimate completions using a different time frame.

- Accessory Dwelling Unit permits issued: 7/1/21 – 6/30/22
- Single-Family Unit permits issued: 7/1/21 – 6/30/22
- Multi-Family Unit permits issued: 1/1/21 – 12/31/22

Section 2: Accessory Dwelling Units (ADUs)

2.1. How many ADUs did your jurisdiction gain?

	ADU Detached	ADU Attached	Total
Newly Constructed Units	<u>2</u>		<u>0 2</u>
Converted Units Gained			<u>0</u>
Non-Permitted Units Gained			<u>0</u>

2.2. How many ADUs did your jurisdiction lose?

Attached Units Lost:	<u>0</u>
Detached Units Lost:	<u>0</u>
Total:	<u>0</u>

2.3. Of the reported ADUs gained and lost, how many were Affordable Units?

Affordable ADUs Gained:	<u>0</u>
Affordable ADUs Lost:	<u>0</u>

Section 3: Single Family Housing Units

3.1. How many Single-Family Housing Units did your jurisdiction gain?

	Single-Family Detached	Single-Family Attached	Mobile Home	Total
Newly Constructed Units	<u>36</u>		<u>12</u>	<u>0 48</u>
Converted Units Gained	<u>0</u>			<u>0</u>
Non-Permitted Units Gained	<u>0</u>			<u>0</u>

Section 3: Single Family Housing Units3.2. How many Single-Family Housing Units did your jurisdiction **lose**?

	Single-Family Detached	Single-Family Attached	Mobile Home	Total
Demolition, Fire, or other Natural Disaster	<input type="text" value="2"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Converted Units Lost	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Non-Permitted Units Lost	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>

3.3. Of the reported Single-Family Housing Units **gained** and **lost**, how many were Affordable Units?Affordable Single-Family Units Gained: Affordable Single-Family Units Lost:

3.4. Of the reported Single-Family Housing Units lost due to "Demolitions, Fire or other Natural Disaster," how many were a result of wildfires? If you do not have this information, please input "N/A."

Wildfire Lost: **Section 4: Multi-Family Housing Units**4.1. How many Multi-Family Housing Units did your jurisdiction **gain**?**Note:** Only add Units for the total not Structures 2, 3, or 4-plex

	2, 3, or 4-plex		5+ Units		Total Units
	Structures	Units	Structures	Units	
Newly Constructed Units	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Converted Units Gained	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Non-Permitted Units Gained	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>

4.2. How many Multi-Family Housing Units did your jurisdiction **lose**?**Note:** Only add Units for the total not Structures

	2, 3, or 4-plex		5+ Units		Total Units
	Structures	Units	Structures	Units	
Demolition, Fire, or other Natural Disaster	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Converted Units Lost	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Non-Permitted Units Lost	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>

4.3. Of the reported Multi-Family Housing Units **gained** and **lost**, how many were Affordable Units?Affordable Multi-Family Units Gained: Affordable Multi-Family Units Lost:

4.4. Of the reported Multi-Family Housing Units lost due to "Demolitions, Fire or other Natural Disaster," how many were a result of wildfires? If you do not have this information, please input "N/A."

Wildfire Lost:

Section 5: Annexations & Detachments

(Attach additional sheets if necessary)

(Cities Only)

Please select:

☐ Annexation☐ Detachment

N/A

LAFCO #:

Effective Date:

Annexation Short Title:

Please report all existing Housing Units at the time of the effective date.

	Units		Structures	Units
Detached Single- Family	<input type="text"/>	2, 3, or 4-plex	<input type="text"/>	<input type="text"/>
Attached Single-Family	<input type="text"/>	5+ Units	<input type="text"/>	<input type="text"/>
Mobile Home	<input type="text"/>	Total	<input type="text" value="0"/>	<input type="text" value="0"/>
Total	<input type="text" value="0"/>			

Please select:

☐ Annexation☐ Detachment

LAFCO #:

Effective Date:

Annexation Short Title:

Please report all existing Housing Units at the time of the effective date.

	Units		Structures	Units
Detached Single- Family	<input type="text"/>	2, 3, or 4-plex	<input type="text"/>	<input type="text"/>
Attached Single-Family	<input type="text"/>	5+ Units	<input type="text"/>	<input type="text"/>
Mobile Home	<input type="text"/>	Total	<input type="text" value="0"/>	<input type="text" value="0"/>
Total	<input type="text" value="0"/>			

Please select:

☐ Annexation☐ Detachment

LAFCO #:

Effective Date:

Annexation Short Title:

Please report all existing Housing Units at the time of the effective date.

	Units		Structures	Units
Detached Single- Family	<input type="text"/>	2, 3, or 4-plex	<input type="text"/>	<input type="text"/>
Attached Single-Family	<input type="text"/>	5+ Units	<input type="text"/>	<input type="text"/>
Mobile Home	<input type="text"/>	Total	<input type="text" value="0"/>	<input type="text" value="0"/>
Total	<input type="text" value="0"/>			

Section 6: Civilian Group Quarter Changes

(Attach additional sheets if necessary)

N/A

Facility Name: Address: Telephone Number:

Please select the type of Civilian Group Quarter Change:

☐

Annexed

☐

Opened

☐

Detached

☐

Closed

☐

Changed

What was the total bed capacity?

1/1/2022

12/31/2022

Facility Name: Address: Telephone Number:

Please select the type of Civilian Group Quarter Change:

☐

Annexed

☐

Opened

☐

Detached

☐

Closed

☐

Changed

What was the total bed capacity?

1/1/2022

12/31/2022

Facility Name: Address: Telephone Number:

Please select the type of Civilian Group Quarter Change:

☐

Annexed

☐

Opened

☐

Detached

☐

Closed

☐

Changed

What was the total bed capacity?

1/1/2022

12/31/2022

Appendix C: Annual Housing Element Progress
Report, California Department of
Housing and Community
Development

Please Start Here

General Information	
Jurisdiction Name	Plumas County - Unincorporated
Reporting Calendar Year	2022
Contact Information	
First Name	Tracey
Last Name	Ferguson
Title	Planning Director
Email	TraceyFerguson@countyofplumas.com
Phone	5302836214
Mailing Address	
Street Address	555 Main Street
City	Quincy
Zipcode	95971

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

2_22_23

Jurisdiction	Plumas County - Unincorporated	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	08/31/2019 - 08/31/2024

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A

Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Notes
1					2	3	4	5							6	7	8	9	10		11	12
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted+ (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Notes*
Summary Row: Start Data Entry Below								0	0	0	8	3	34	29	74	0	0	0				
	115-231-003-000	705 Main Street		22-301	ADU	O	6/6/2022			1					1			No	No	No	Approved	
	108-251-012-000	311 Manzanita Drive		22-156	ADU	O	11/21/2022			1					1			No	No	No	Approved	
	102-543-003-000	719 East Mountain Rdge Road		22-697	ADU	O	10/18/2022			1					1			No	No	No	Approved	
	116-222-028-000	210 Shelley Lane		22-605	ADU	O	9/14/2022			1					1			No	No	No	Approved	
	102-603-006-000	779 Lassen View Drive		22-655	SFD	O	9/15/2022							1	1			No	No	No	Approved	
	110-072-010-000	545 Main Street		22-240	SFD	O	11/30/2022						1		1			No	No	No	Approved	
	103-500-033-000	191 Terranova Drive		22-247	SFD	O	6/28/2022						1	1	1			No	No	No	Approved	
	110-340-021-000	24 Cheney Street		22-1050	SFD	O	11/16/2022						1		1			No	No	No	Approved	
	001-160-041-000	1700 28N77		22-249	SFD	O	6/23/2022						1		1			No	No	No	Approved	
	116-280-056-000	451 Katherine Street		22-140	SFD	O	4/26/2022							1	1			No	No	No	Approved	
	116-280-056-000	457 Katherine Street		22-141	SFD	O	4/26/2022							1	1			No	No	No	Approved	
	100-331-013-000	762 Purdy Road		19-605	SFD	O	8/11/2022							1	1			No	No	No	Approved	
	011-222-005-000	7446 Warner Creek Drive		22-514	SFD	O	9/27/2022						1		1			No	No	No	Approved	
	110-072-029-000	324 Bush Street		22-395	SFD	O	6/23/2022						1		1			No	No	No	Approved	
	110-161-008-000	140 Hot Springs Road		22-134	SFD	O	4/6/2022						1		1			No	No	No	Approved	
	110-016-006-000	406 Second Street		22-503	SFD	O	10/24/2022						1		1			No	No	No	Approved	
	100-410-002-000	557 Willhoite Road		22-946	SFD	O	9/28/2022							1	1			No	No	No	Approved	
	110-072-001-000	609 Main Street		22-386	SFD	O	6/27/2022						1		1			No	No	No	Approved	
	110-072-002-000	605 Main Street		22-387	SFD	O	6/23/2022						1		1			No	No	No	Approved	
	131-200-027-000	962 Red Sky		22-572	SFD	O	10/4/2022							1	1			No	No	No	Approved	
	103-110-026-000	488 Red River Drive		22-957	SFD	O	11/3/2022							1	1			No	No	No	Approved	
	005-200-038-000	388 Liberty Lane		22-200	SFD	O	5/9/2022						1		1			No	No	No	Approved	
	108-172-010-000	187 Slim Drive		22-239	SFD	O	7/12/2022							1	1			No	No	No	Approved	
	003-310-005-000	2958 Little Grass Valley Road		21-581	SFD	O	4/22/2022						1		1			No	No	No	Approved	
	126-270-034-000	6872 Timber Lane		21-947	SFD	O	1/10/2022							1	1			No	No	No	Approved	
	110-064-005-000	419 Main Street		22-101	SFD	O	7/18/2022						1		1			No	No	No	Approved	
	123-340-004-000	3271 Kristen Way		22-154	SFD	O	6/2/2022							1	1			No	No	No	Approved	
	123-060-014-000	69133 Porcupine Road		22-336	SFD	O	6/13/2022							1	1			No	No	No	Approved	
	108-072-009-000	104 Kokanee Trail		22-441	SFD	O	7/11/2022							1	1			No	No	No	Approved	
	110-171-002-000	156 Hot Springs Road		22-171	SFD	O	5/11/2022						1		1			No	No	No	Approved	
	004-260-014-000	873 Williams Valley Road		19-961	SFD	O	7/7/2022							1	1			No	No	No	Approved	
	103-480-045-000	673 Big Cove Road		21-546	SFD	O	5/18/2022							1	1			No	No	No	Approved	
	133-200-008-000	738 Valley Ranch Drive		22-204	SFD	O	5/25/2022							1	1			No	No	No	Approved	
	005-200-039-000	383 Liberty Lane		22-367	SFD	O	6/9/2022						1		1			No	No	No	Approved	
	102-352-001-000	600 Pine Canyon Road		21-925	SFD	O	7/27/2022							1	1			No	No	No	Approved	
	011-320-014-000	575 29N15		22-417	SFD	O	6/8/2022							1	1			No	No	No	Approved	
	126-250-007-000	6063 N Iron Horse Drive		22-528	SFD	O	8/18/2022						1		1			No	No	No	Approved	
	009-363-022-000	2840 Forest Knoll Lane		22-656	SFD	O	9/26/2022						1		1			No	No	No	Approved	
	103-040-003-000	7991 Highway 147		22-584	SFD	O	9/26/2022							1	1			No	No	No	Approved	
	110-120-037-000	105 Ayoob Drive		22-733	SFD	O	8/16/2022				1				1			No	No	No	Approved	
	110-120-037-000	105 Ayoob Drive		22-735	SFD	O	8/16/2022				1				1			No	No	No	Approved	
	005-290-032-000	3303 Chandler Road		22-354	SFD	O	9/26/2022						1		1			No	No	No	Approved	
	102-543-003-000	719 East Mountain Rdge Road		22-696	SFD	O	9/21/2022							1	1			No	No	No	Approved	
	133-020-007-000	420 Railway Street		21-857	SFD	O	6/23/2022							1	1			No	No	No	Approved	
	102-292-007-000	584 Peninsula Drive		22-415	SFD	O	8/22/2022							1	1			No	No	No	Approved	
	112-103-008-000	1347 Cleghorn Drive		22-001	SFD	O	6/22/2022				1				1			No	No	No	Approved	
	108-161-002-000	156 Slim Drive		20-981	SFD	O	7/19/2022							1	1			No	No	No	Approved	
	123-340-007-000	3051 Kristen Way		22-650	SFD	O	9/20/2022						1		1			No	No	No	Approved	
	133-280-009-000	148 Black Bear Trail		22-478	SFD	O	8/10/2022							1	1			No	No	No	Approved	
	028-070-020-000	306 Arrowleaf Road		22-142	SFD	O	4/25/2022							1	1			No	No	No	Approved	
	025-460-005-000	79986 Black Oak Road		22-335	SFD	O	6/23/2022							1	1			No	No	No	Approved	
	104-211-009-000	3496 Big Springs Road		22-458	SFD	O	7/22/2022						1		1			No	No	No	Approved	
	110-071-010-000	554 Main Street		22-681	SFD	O	9/21/2022						1		1			No	No	No	Approved	
	103-490-019-000	181 Marina Drive		22-762	SFD	O	10/19/2022							1	1			No	No	No	Approved	
	133-190-010-000	291 Cayden Drive		22-847	SFD	O	10/11/2022							1	1			No	No	No	Approved	
	117-360-016-000	1492 Quincy LaPorte Road		22-047	SFD	O	4/4/2022							1	1			No	No	No	Approved	
	123-330-013-000	137 Eureka Springs Drive		21-868	SFD	O	4/11/2022							1								

Table A2											
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units											
Project Identifier			Affordability by Household Income - Building Permits							8	9
Current APN	Street Address	Project Name*	7							Building Permits Date Issued	# of Units Issued Building Permits
			Very Low- Income Restricted	Very Low- Income Non- Restricted	Low- Income Restricted	Low- Income Non- Restricted	Moderate- Income Restricted	Moderate- Income Non- Restricted	Above Moderate Income		
			0	0	0	0	0	37	20		24
115-231-023-000	705 Main Street					1				6/6/2022	1
108-251-012-000	311 Maracorda Drive					1				11/11/2022	1
102-543-023-000	719 East Mountain Ridge Road					1				10/18/2022	1
116-222-028-000	210 Shelley Lane					1				9/14/2022	1
102-603-036-000	779 Linsen View Drive								1	9/16/2022	1
110-072-010-000	545 Main Street							1		11/30/2022	1
102-508-023-000	191 Taramoca Drive								1	6/28/2022	1
110-340-021-000	24 Cheney Street							1		11/16/2022	1
001-180-041-000	1700 28th 77							1		6/29/2022	1
116-280-036-000	451 Katherine Street								1	4/26/2022	1
116-280-036-000	457 Katherine Street								1	4/26/2022	1
100-331-013-000	762 Purdy Road								1	8/11/2022	1
011-222-020-000	2448 Warner Creek Drive							1		9/27/2022	1
110-072-029-000	324 Bush Street							1		6/23/2022	1
110-161-036-000	140 Hot Springs Road							1		4/6/2022	1
110-016-036-000	405 Second Street							1		10/24/2022	1
100-410-022-000	557 Withale Road								1	9/28/2022	1
110-072-021-000	609 Main Street							1		6/27/2022	1
110-072-022-000	605 Main Street							1		6/29/2022	1
131-200-027-000	962 Red Sky								1	10/4/2022	1
102-110-026-000	488 Red River Drive								1	11/2/2022	1
002-200-036-000	388 Liberty Lane							1		5/9/2022	1
106-172-010-000	187 Elm Drive								1	7/12/2022	1
002-310-020-000	2098 Little Grass Valley Road							1		4/22/2022	1
126-270-024-000	6872 Timber Lane								1	1/10/2022	1
110-064-026-000	419 Main Street							1		7/16/2022	1
123-340-004-000	3071 Kristen Way								1	6/9/2022	1
123-000-014-000	69133 Porcupine Road								1	6/19/2022	1
106-072-029-000	104 Kolawase Trail								1	7/11/2022	1
110-171-020-000	196 Hot Springs Road							1		5/11/2022	1
004-260-014-000	873 Williams Valley Road								1	7/7/2022	1
102-460-040-000	873 Big Cow Road								1	5/16/2022	1
133-200-036-000	738 Valley Ranch Drive								1	5/23/2022	1
002-200-036-000	383 Liberty Lane							1		6/9/2022	1
102-362-021-000	600 Pine Canyon Road								1	7/27/2022	1
011-320-014-000	575 23th 10							1		6/8/2022	1
126-250-027-000	6023 N Iron Horse Drive							1		9/16/2022	1
006-363-022-000	2846 Farnell Knoll Lane							1		9/26/2022	1
102-040-020-000	7991 Highway 147								1	9/26/2022	1
110-120-027-000	105 Ayuda Drive					1				8/16/2022	1
110-120-027-000	105 Ayuda Drive					1				8/16/2022	1
009-260-022-000	3303 Chondak Road							1		9/26/2022	1
102-543-020-000	719 East Mountain Ridge Road								1	9/21/2022	1
133-020-027-000	420 Railway Street							1		6/23/2022	1
102-262-027-000	584 Peninsula Drive								1	6/22/2022	1
112-103-036-000	1347 Chagrin Drive					1				6/22/2022	1
106-161-022-000	195 Elm Drive								1	7/19/2022	1
123-340-027-000	3001 Kristen Way							1		9/26/2022	1
133-260-029-000	148 Black Bear Trail								1	9/16/2022	1
038-070-020-000	306 Arnsstead Road								1	4/29/2022	1
025-460-026-000	79986 Black Oak Road								1	6/22/2022	1
104-211-026-000	3466 Big Springs Road							1		7/22/2022	1
110-071-010-000	554 Main Street							1		9/21/2022	1
109-460-019-000	181 Morris Drive								1	10/19/2022	1
133-190-010-000	291 Caplan Drive								1	10/11/2022	1
111-360-016-000	1422 Quarry LaPote Road								1	4/4/2022	1
123-330-013-000	137 Eureka Springs Drive								1	4/11/2022	1
104-143-020-000	140 Peninsula Drive					1				4/5/2022	1
004-260-020-000	865 Williams Valley Road							1		9/12/2022	1
110-023-026-000	229 Kinder Avenue							1		9/16/2022	1
110-390-024-000	543 Holloway Lane							1		12/27/2022	1
001-470-010-000	1487 County Road 324							1		11/23/2022	1
104-261-021-000	309 Maracorda Way							1		9/12/2022	1
111-190-021-000	1882 Arlington Road							1		9/16/2022	1
111-190-021-000	1826 Arlington Road							1		9/16/2022	1
004-230-013-000	6260 North Ann Road							1		12/26/2022	1
110-162-011-000	147 Hot Springs Road							1		9/12/2022	1
110-220-040-000	16 Round Valley Road							1		12/14/2022	1
110-062-027-000	651 Main Street							1		9/16/2022	1
102-072-018-000	735 Cowley Trail								1	4/16/2022	1
123-260-022-000	955 Shady Lane							1		8/4/2022	1
100-072-024-000	576 Sherman Road							1		2/16/2022	1
123-100-024-000	585 Sage Road							1		10/16/2022	1
130-251-018-000	30 Shasta Trail							1		9/29/2022	1

Table A2 Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units												
Project Identifier			Affordability by Household Income - Certificates of Occupancy									
Current APN	Street Address	Project Name	10							11		12
			Very Low- Income (Total Restricted)	Very Low- Income-Non Deed Restricted	Low-Income Deed Restricted	Low-Income- Non-Deed Restricted	Moderate- Income (Total Restricted)	Moderate- Income-Non Deed Restricted	Above Moderate- Income	Certificates of Occupancy or other forms of readiness (see instructions) Data Source	# of Units Issued Certificates of Occupancy or other forms of readiness	
115-231-003-000	705 Main Street			0	0	0	0	0	0	0	0	0
108-291-012-000	311 Maracorda Drive											0
102-543-003-000	719 East Mountain Ridge Road											0
118-222-008-000	210 Sheslay Lane											0
102-603-006-000	779 Lassen View Drive											0
110-072-010-000	545 Main Street											0
102-628-023-000	191 Taranova Drive											0
110-346-021-000	24 Cheney Street											0
081-188-041-000	1700 28th??											0
116-280-006-000	451 Katherine Street											0
116-280-006-000	457 Katherine Street											0
100-531-013-000	762 Purdy Road											0
011-222-005-000	7446 Warner Creek Drive											0
110-072-023-000	324 Bush Street											0
110-181-006-000	140 Hot Springs Road											0
110-016-006-000	406 Second Street											0
100-410-002-000	557 Willhite Road											0
110-072-001-000	608 Main Street											0
110-072-002-000	605 Main Street											0
131-209-007-000	982 Reed Sby											0
103-110-026-000	488 Red River Drive											0
005-200-036-000	388 Liberty Lane											0
108-162-010-000	187 Slen Drive											0
003-310-005-000	2008 Little Grass Valley Road											0
129-270-004-000	6872 Timber Lane											0
110-004-005-000	419 Main Street											0
123-340-004-000	3071 Kristen Way											0
123-060-014-000	6933 Pothogine Road											0
108-072-009-000	104 Kokenaw Trail											0
110-171-002-000	126 Hot Springs Road											0
004-269-014-000	873 Williams Valley Road											0
103-480-045-000	673 Big Cove Road											0
133-200-006-000	738 Valley Ranch Drive											0
005-200-036-000	383 Liberty Lane											0
102-302-001-000	800 Pine Canyon Road											0
011-320-014-000	973 29th15											0
129-250-007-000	6003 N Iron Horse Drive											0
009-303-022-000	2840 Forest Knoll Lane											0
103-040-003-000	7901 Highway 147											0
110-120-007-000	105 Ayoub Drive											0
110-120-007-000	105 Ayoub Drive											0
009-290-020-000	3300 Chandler Road											0
102-543-003-000	719 East Mountain Ridge Road											0
133-020-007-000	420 Railway Street											0
102-292-007-000	584 Peninsula Drive											0
112-103-006-000	1347 Daguerre Drive											0
108-161-002-000	190 Slen Drive											0
123-340-007-000	3031 Kristen Way											0
133-290-009-000	140 Black Bear Trail											0
028-070-020-000	306 Arrowleaf Road											0
025-460-005-000	79980 Black Oak Road											0
104-211-006-000	3498 Big Springs Road											0
110-071-010-000	584 Main Street											0
103-490-019-000	181 Marina Drive											0
123-190-010-000	291 Clayton Drive											0
117-380-016-000	1482 Quincy LaPote Road											0
123-330-013-000	137 Eunika Springs Drive											0
104-143-009-000	140 Peninsula Drive											0
004-260-005-000	885 Williams Valley Road											0
110-023-008-000	230 Kinder Avenue											0
110-390-004-000	543 Hillaway Lane											0
001-470-010-000	1487 County Road 324											0
104-381-001-000	509 Maracorda Way											0
111-180-021-000	1802 Arlington Road											0
111-180-021-000	1808 Arlington Road											0
004-330-013-000	6280 North Ann Road											0
110-162-011-000	147 Hot Springs Road											0
110-230-045-000	16 Round Valley Road											0
110-082-007-000	601 Main Street											0
102-672-016-000	738 Conifer Trail											0
123-390-002-000	900 Shady Lane							1		10/14/2022		1
100-373-004-000	576 Sherman Road							1		12/13/2022		1
123-100-004-000	585 Sage Road							1		12/20/2022		1
130-291-016-000	30 Shawna Trail							1		12/13/2022		1

Table A-2 Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units																
Project Identifier					Unit Types		Affordability by Household Income - Completed Entitlement									
1					2	3	4									
Four APN	Current APN	Street Address	Project Name	Local Jurisdiction Tracking ID	Unit Category (UP, A, SFD, L, A-S, ACU, MH)	Tenure (Homeowner, Co-Owner)	Very Low-Income - Non-Subsidized	Very Low-Income - Subsidized	Low-Income - Subsidized	Low-Income - Non-Subsidized	Moderate-Income - Subsidized	Moderate-Income - Non-Subsidized	Above Moderate-Income	Entitlement Date/Agreement	# of Units Awarded	# of Units Awarded Entitlement
Summary Row: Total Units Entitled							0	0	0	0	0	0	0	0	0	0
	115-251-003-000	705 Main Street		22-301	SFD	O				1				9/9/2022	1	
	108-251-013-000	311 Moravia Drive		22-186	ADU	O				1				11/21/2022	1	
	102-943-003-000	719 East Mountain Ridge Road		22-697	ADU	O				1				10/18/2022	1	
	110-222-028-000	210 Shelley Lane		22-605	ADU	O				1				9/14/2022	1	
	102-603-006-000	776 Lassen View Drive		22-655	SFD	O							1	9/15/2022	1	
	110-072-010-000	545 Main Street		22-240	SFD	O						1		11/30/2022	1	
	105-500-033-000	181 Tennessee Drive		22-247	SFD	O							1	6/28/2022	1	
	110-340-021-000	24 Cherry Street		22-1080	SFD	O						1		11/16/2022	1	
	001-160-041-000	1720 28th??		22-249	SFD	O						1		6/23/2022	1	
	110-280-006-000	451 Katherine Street		22-140	SFD	O							1	4/26/2022	1	
	110-280-006-000	457 Katherine Street		22-141	SFD	O							1	4/26/2022	1	
	100-351-013-000	752 Purdy Road		19-605	SFD	O							1	8/1/2022	1	
	011-222-005-000	7446 Warner Creek Drive		22-514	SFD	O						1		9/27/2022	1	
	110-072-029-000	324 Bush Street		22-395	SFD	O						1		6/23/2022	1	
	110-161-008-000	140 Hot Springs Road		22-134	SFD	O						1		4/8/2022	1	
	110-016-006-000	406 Second Street		22-503	SFD	O						1		10/24/2022	1	
	100-410-002-000	557 Willows Road		22-946	SFD	O							1	9/28/2022	1	
	110-072-001-000	600 Main Street		22-386	SFD	O						1		6/27/2022	1	
	110-072-002-000	600 Main Street		22-387	SFD	O						1		6/23/2022	1	
	131-200-027-000	902 Red Sky		22-572	SFD	O							1	10/4/2022	1	
	103-110-028-000	488 Red River Drive		22-657	SFD	O							1	11/3/2022	1	
	009-200-038-000	388 Liberty Lane		22-200	SFD	O						1		9/9/2022	1	
	108-172-010-000	187 Slim Drive		22-239	SFD	O							1	7/12/2022	1	
	009-310-005-000	2908 Little Grass Valley Road		21-581	SFD	O						1		4/23/2022	1	
	126-270-034-000	8872 Tucker Lane		21-847	SFD	O							1	1/19/2022	1	
	110-084-005-000	418 Main Street		22-101	SFD	O						1		7/18/2022	1	
	123-340-004-000	3271 Kristen Way		22-154	SFD	O							1	6/23/2022	1	
	123-080-014-000	69133 Paragon Road		22-336	SFD	O							1	6/13/2022	1	
	108-072-009-000	104 Kubaewa Trail		22-441	SFD	O							1	7/11/2022	1	
	110-171-002-000	106 Hot Springs Road		22-171	SFD	O						1		5/11/2022	1	
	004-260-014-000	873 Williams Valley Road		19-961	SFD	O							1	7/7/2022	1	
	103-480-045-000	873 Big Cone Road		21-546	SFD	O							1	9/18/2022	1	
	133-200-008-000	738 Valley Ranch Drive		22-204	SFD	O							1	9/29/2022	1	
	009-200-030-000	383 Liberty Lane		22-367	SFD	O						1		6/9/2022	1	
	102-352-001-000	600 Pine Canyon Road		21-925	SFD	O							1	7/27/2022	1	
	011-320-014-000	572 28th St		22-417	SFD	O						1		6/8/2022	1	
	126-250-007-000	6802 N Iron Horse Drive		22-526	SFD	O						1		8/19/2022	1	
	009-363-022-000	2940 Forest Knoll Lane		22-658	SFD	O						1		9/26/2022	1	
	103-440-003-000	7591 Highway 147		22-584	SFD	O							1	9/26/2022	1	
	110-120-037-000	105 Ayuda Drive		22-733	SFD	O				1				8/16/2022	1	
	110-120-037-000	105 Ayuda Drive		22-735	SFD	O				1				8/16/2022	1	
	009-290-032-000	3303 Chandler Road		22-354	SFD	O						1		9/26/2022	1	
	102-543-003-000	719 East Mountain Ridge Road		22-696	SFD	O							1	9/21/2022	1	
	133-020-007-000	420 Rutledge Street		21-657	SFD	O						1		6/23/2022	1	
	102-292-007-000	564 Petruska Drive		22-415	SFD	O							1	8/22/2022	1	
	112-103-008-000	1347 Chagrin Drive		22-001	SFD	O				1				6/22/2022	1	
	108-161-002-000	158 Slim Drive		20-981	SFD	O							1	7/19/2022	1	
	123-340-007-000	3051 Kristen Way		22-650	SFD	O						1		9/29/2022	1	
	133-280-009-000	148 Black Bear Trail		22-476	SFD	O							1	8/10/2022	1	
	028-070-020-000	306 Arrowhead Road		22-142	SFD	O							1	4/29/2022	1	
	005-460-005-000	7888 Black Oak Road		22-335	SFD	O							1	6/23/2022	1	
	104-211-008-000	3498 Big Springs Road		22-458	SFD	O						1		7/22/2022	1	
	110-071-010-000	554 Main Street		22-681	SFD	O						1		9/21/2022	1	
	103-480-019-000	161 Marina Drive		22-762	SFD	O							1	10/19/2022	1	
	133-190-010-000	201 Clayton Drive		22-847	SFD	O							1	10/11/2022	1	
	117-360-016-000	1482 Quincy LaPorte Road		22-047	SFD	O							1	4/4/2022	1	
	123-320-013-000	137 Elmika Springs Drive		21-866	SFD	O							1	4/11/2022	1	
	106-143-009-000	140 Petruska Drive		22-108	ADU	O				1				4/5/2022	1	
	004-260-005-000	886 Williams Valley Road		22-428	MH	O						1		9/19/2022	1	
	110-023-008-000	259 Kinder Avenue		22-657	MH	O						1		9/19/2022	1	
	110-360-004-000	543 Midway Lane		22-845	MH	O						1		1/22/2022	1	
	001-470-010-000	1487 County Road 224		22-849	MH	O						1		11/2/2022	1	
	104-361-001-000	503 Moravia Way		22-426	MH	O						1		9/19/2022	1	
	111-190-021-000	1882 Adirgon Road		22-427	MH	O						1		9/19/2022	1	
	111-190-021-000	1836 Adirgon Road		22-490	MH	O						1		9/19/2022	1	
	004-330-013-000	6300 North Arm Road		22-848	MH	O						1		1/28/2022	1	
	110-162-011-000	147 Hot Springs Road		22-601	MH	O						1		9/15/2022	1	
	110-220-045-000	16 Round Valley Road		22-656	MH	O						1		12/14/2022	1	
	110-082-007-000	651 Main Street		22-637	MH	O						1		9/19/2022	1	
	102-672-018-000	735 Conifer Trail		22-203	MH	O							1	4/19/2022	1	
	123-360-002-000	955 Shady Lane		22-663	MH	O						1		8/4/2022	1	
	100-372-004-000	578 Sherman Road		21-771	MH	O						1		2/19/2022	1	
	133-100-034-000	585 Sage Road		22-601	MH	O						1		10/19/2022	1	
	130-251-018-000	30 Shadale Trail		22-716	MH	O						1		9/29/2022	1	

Table A2 Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units																	
Project Identifier			Streamlining		Infill		Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		Term of Affordability or Deed Restriction		Demolished/Destroyed Units		Density Bonus		
			13	14	15	16	17	18	19	20			21	22	23	24	
Current APN	Street Address	Project Name*	How many of the units were Extremely Low Income?	Was Project ADJUSTED using AD 2023.1440? (See 33.03a including Y/N)	Units Y/N?	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, indicate how the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity write "OOO")	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Affordable Units or Total Maximum Allowable Residential Gross Floor Area)		Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Restrictions)	List the incentives, concessions, waivers, and modifications (Excluding Parking Waivers or Parking Restrictions)	Did the project receive a reduction or waiver of parking standards? (Y/N)
			0		0					0			0				
119-231-003-000	700 Main Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
109-251-012-000	311 Menards Drive			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
102-543-003-000	719 East Mountain Ridge Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
116-222-008-000	210 Shelley Lane			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
102-003-006-000	779 Lassen View Drive			N													
110-072-010-000	540 Main Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
103-500-033-000	191 Terranova Drive			N													
110-340-021-000	24 Cherry Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
001-180-041-000	1700 28007			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
116-280-006-000	457 Katherine Street			N													
116-280-006-000	457 Katherine Street			N													
100-331-013-000	702 Purdy Road			N													
011-222-005-000	7440 Warner Creek Drive			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-072-020-000	324 Bush Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-161-008-000	140 Hot Springs Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-016-006-000	406 Second Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
104-110-002-000	557 Winchell Road			N													
110-072-001-000	000 Main Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-072-002-000	000 Main Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
131-200-027-000	902 Red Sky			N													
103-110-026-000	488 Red River Drive			N													
005-000-006-000	388 Liberty Lane			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
108-172-010-000	187 Glen Drive			N													
003-110-009-000	2008 Little Green Valley Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
108-270-004-000	6872 Timber Lane			N													
110-084-000-000	418 Main Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
123-340-004-000	3271 Kinder Way			N													
123-080-014-000	09133 Phoenician Road			N													
108-072-000-000	104 Kiskadee Trail			N													
110-171-002-000	180 Hot Springs Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
004-280-014-000	873 Williams Valley Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
103-480-045-000	673 Big Cove Road			N													
133-200-006-000	738 Valley Ranch Drive			N													
005-000-009-000	383 Liberty Lane			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
102-332-001-000	600 Pine Canyon Road			N													
011-330-014-000	375 00013			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
108-200-007-000	0003 N Iron Horse Drive			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
009-303-022-000	2040 Forest Knoll Lane			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
103-040-003-000	7001 Highway 147			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
110-120-007-000	103 Aspen Drive			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-120-007-000	103 Aspen Drive			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
009-280-002-000	3303 Chandler Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
102-543-003-000	719 East Mountain Ridge Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
133-020-007-000	420 Railway Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
100-200-007-000	584 Peninsula Drive			N													
112-103-006-000	1347 Clayburn Drive			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
108-161-002-000	106 Glen Drive			N													
123-340-007-000	3001 Kinder Way			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
133-280-000-000	148 Black Bear Trail			N													
008-070-000-000	306 Arrowhead Road			N													
025-400-005-000	75000 Black Oak Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
004-211-000-000	3496 Big Springs Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
110-071-010-000	004 Main Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
103-490-019-000	101 Marlow Drive			N													
133-100-010-000	201 Claydon Drive			N													
117-380-010-000	1400 Quincy LaForte Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
123-330-013-000	137 Eunika Springs Drive			N													
004-143-000-000	140 Peninsula Drive			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
004-200-005-000	886 Williams Valley Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-023-008-000	250 Kinder Avenue			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-300-004-000	543 Highway Lane			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
001-470-010-000	1487 County Road 324			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
004-301-001-000	500 Menards Way			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
111-100-021-000	1802 Arlington Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
111-100-021-000	1836 Arlington Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
004-320-013-000	0200 North Arm Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-183-011-000	147 Hot Springs Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-220-045-000	16 Round Valley Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
110-083-007-000	001 Main Street			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area		1	Destroyed	O					
102-072-018-000	730 Cordier Trail			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
123-260-000-000	003 Shady Lane			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
100-372-004-000	076 Sherman Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
123-100-004-000	003 Sage Road			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									
130-201-018-000	30 Shasta Trail			N				Based on Census Block Group Income Data and Anticipated Sales Price Compared to Sales Price of Equivalent Units in the Area									

Jurisdiction	Plumas County - Unincorporated	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	08/31/2019 - 08/31/2024

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1		2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 01/01/2019- 08/30/2019	2019	2020	2021	2022	2023	2024				Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	1	-	-	-	-	-	-	-	-	-	-	13	-
	Non-Deed Restricted		-	-	-	13	-	-	-	-	-	-		
Low	Deed Restricted	1	-	-	-	-	-	-	-	-	-	-	15	-
	Non-Deed Restricted		1	-	2	4	8	-	-	-	-	-		
Moderate	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	88	-
	Non-Deed Restricted		11	1	13	26	37	-	-	-	-	-		
Above Moderate		2	19	11	29	27	29	-	-	-	-	-	115	-
Total RHNA		4												
Total Units			31	12	44	70	74	-	-	-	-	-	231	-
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5											6	7
		Extremely low-Income Need		2019	2020	2021	2022	2023	2024				Total Units to Date	Total Units Remaining
Extremely Low-Income Units*		1		-	-	-	-	-	-	-	-	-	-	1

*Extremely low-income housng need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Plumas County - Unincorporated		
Reporting Year	2022	(Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Monitor Vacant and Underutilized Sites Inventory	The County will maintain and update an inventory of vacant and underutilized sites that are designated for residential uses. As part of its annual review of progress in implementing the Housing Element, the County will update the inventory, if necessary, to maintain an adequate supply of land consistent with California Government Code Section 65863 and to identify additional areas that may be suitable for higher-density residential development to ensure that a sufficient supply of land is available to achieve the County’s RHNA and quantified objectives for moderate and lower-income households. As the Plumas Local Agency Formation Commission (LAFCo) reviews the municipal services provided within the County by the special districts, incorporate the information on services and infrastructure capacity into the inventory analysis.	Annual	As part of the 2019-2024 Housing Element update for Plumas County, adopted on October 15, 2019, the inventory of vacant and underutilized sites was updated. The vacant and underutilized sites inventory is monitored annually and updated as necessary.
Inclusionary Housing Program.	The County, in cooperation with the Plumas County Community Development Commission, will explore the adoption of a local inclusionary housing program. Inclusionary zoning ordinances require developers to include a certain percentage of rental or for-sale units that are affordable to lower-income households as a condition of development.	Explore options of an ordinance by the end of 2020; and if determined to be feasible, adopt an ordinance by the end of 2021.	No inclusionary zoning has been established.
Affordable Housing Trust Fund	The County, in cooperation with the Plumas County Community Development Commission, will assess the feasibility and, if feasible, develop an Affordable Housing Trust Fund to be used for the development of affordable housing in the County.	Assess the feasibility by 2021; and if determined to be feasible, develop by the end of 2022.	No Affordable Housing Trust Fund has been established.
Development Review and Processing Procedures	The County will continually seek to improve development review and procedures to minimize the time and/or cost required for review and project approval.	Annually, starting in June 2020.	As of June 2020, the County annually reviews development review and procedures to minimize the time and/or cost for the review and approval of a project, as well as annually reviews the Plumas County Planning and Building Services Fee Schedule. As an ongoing basis to improve development review and procedures, the Planning Department continually strives to streamline the processing and approval of projects.
Building, Planning, and Zoning Codes	As new California codes are adopted, the County will review Title 8 (Building Regulations) and Title 9 (Planning and Zoning) of the Plumas County Code of Ordinances for current compliance and adopt the necessary revisions so as to further local development objectives.	As new codes are adopted by the state.	Plumas County Planning and Building Services continually monitors newly adopted California codes to ensure compliance with California codes and further local development.
Camping Time Limit	Amend Section 9-2.405 (Camping) of the Plumas County Code to remove the camping limitation on private lands (non-camp ground use) of 120 days in a calendar year to provide for alternative affordable housing opportunities for those that need it, for example, caregivers or property owners that desire to remain on the property while under construction of a dwelling.	Amend by 2020	The amendment to Sec.9-2.405 of Plumas County Code has not occurred. However, as of February 2023, the Plumas County Planning Commission began reviewing Sec. 9-2.405 to make various amendments, one of which includes exploring removal of the 120-day time limit. Although the amendment to Sec. 9-2.405 has not occurred, the Plumas County Zoning Code permits by right in residential zones, one dwelling unit; one guest house (accessory dwelling units in Single-Family and Multiple-Family Residential Zones); and one additional detached dwelling unit on any parcel twice or more the minimum lot area. Additionally, Plumas County Code includes a provision for temporary occupancy, which permits the use of a recreational vehicle, manufactured home, or other building while a permitted building is being constructed, with a maximum occupation time of 18 months (six months for the installation of a permitted manufactured home).
Provide Assistance for Persons with Developmental Disabilities	The County will work with the Far Northern Regional Center to implement an outreach program that informs families in the County about housing and services available for persons with developmental disabilities. This outreach program will also include outreach to potential developers of affordable housing.	Develop an outreach program within one year of adopting the Housing Element and implement the program within six months after it is developed.	No outreach program has been established or implemented.

Reasonable Accommodation and Housing for Persons with Disabilities	The County will adopt a written procedure to make reasonable accommodations (i.e., modifications or exceptions) in its zoning ordinance and other land use regulations and practices when such accommodations may be necessary to afford persons with disabilities, and other special needs, an equal opportunity to use and enjoy a dwelling. The County will also address financial incentives for home developers who address SB 520 (Chesbro, 2001) accessibility issues for persons with disabilities in new construction and retrofitting existing homes. Lastly, the County will review and revise, as necessary, its Zoning Ordinance to ensure the County's definition of "Family" is consistent with federal and state fair housing laws and is not a constraint on the development of housing for persons with disabilities.	Update the Zoning Ordinance by 2021.	An ordinance has not yet been completed or adopted.
Transitional and Supportive Housing and Navigation Centers	Review and revise, as necessary, the Plumas County Zoning Ordinance to define and consider transitional and supportive housing a residential use permitted by right in all zones that permit residential uses, subject to only those restrictions that apply to residential uses of the same type in the same zone. In addition, the County will amend the Zoning Ordinance to allow Low Barrier Navigation Centers pursuant to Government Code Section 65660 – 65668 (AB 101, Weiner, 2019).	Update the Zoning Ordinance by 2021.	No ordinance has been completed or adopted to update the Zoning Ordinance. However, the Plumas County Zoning Code contains many by right non-discretionary processes that apply to transitional housing and supportive housing throughout the County.
Accessory Dwelling Units	Accessory dwelling units (ADU), or second units, can be an affordable housing option and can help meet the needs of many residents. To ensure consistency with state law concerning ADUs (AB 1866 [Wright, 2002], AB 2299 [Bloom, 2016], and SB 1069 [Wieckowski, 2016]), the County will review and revise, as necessary, its Zoning Ordinance to facilitate the development of ADUs.	Update the Zoning Ordinance by 2019.	The Zoning Ordinance was updated in October 2019 to accommodate accessory dwelling units in Single-Family Residential and Multiple-Family Residential zones. Accessory dwelling units in the Single-Family and Multiple-Family Residential zones are a use permitted by right.
Density Bonus Program	State law requires that the County allow more dwellings to be built than the existing development standards allow if a developer agrees to make a certain number of dwellings available to the target income category (e.g., very low, low, and/or moderate income). This provision in state law is commonly referred to as a density bonus provision. The County should actively encourage developers to utilize the density bonus provision and develop affordable housing by providing information about the program at the Planning Department counter, on the County's website, and at applicant pre-application meetings.	Update the Zoning Ordinance by 2021; ongoing as projects are processed through the Planning Department.	No ordinance has been completed or adopted. The program will be implemented, where applicable, to development projects as projects are processed through the Planning Department.
First-Time Homebuyer Program	The Plumas County Community Development Commission will develop a First-Time Homebuyer Program to provide down payment assistance and closing cost assistance to low-income first-time homebuyers. Once developed, the County will refer interested households to the Plumas County Community Development Commission.	Develop program by 2021; then refer interested households to the Plumas County Community Development Commission as they approach the County.	The Plumas County Community Development Commission will create the program and will provide this program once created. The program has not, at this time, been established.
Preserve Assisted Units	To ensure that assisted affordable housing remains affordable, the Plumas County Community Development Commission, in cooperation with the County, will monitor the status of all affordable housing projects and, as their funding sources near expiration, will work with owners and other agencies to consider options to preserve such units. The County and Plumas County Community Development Commission, as appropriate, will also provide technical support to property owners and tenants regarding proper procedures relating to noticing and options for preservation.	Ongoing, as projects approach expiration.	The Plumas County Community Development Commission fulfills this program, in cooperation with the County, as projects approach expiration.
Rehabilitation Program	The Plumas County Community Development Commission, in cooperation with the County, will pursue grant opportunities to reinstate a Housing Rehabilitation Program in the County that provides down payment assistance and rehabilitation services to very low- and low-income households. The Plumas County Community Development Commission, with assistance from the County as appropriate, will promote the availability of funding and resources through public outreach and collaboration with nonprofits, local realtors, lenders, and escrow companies.	Continue to apply annually for various types of grant funding as NOFAs are released.	On an annual basis, the Plumas County Community Development Commission, in cooperation with the County, actively seeks grant opportunities to provide assistance and services to low and very low income households.

Code Enforcement	The County's Code Enforcement Officer handles code enforcement issues on a complaint-driven basis and deals with a variety of issues, including property maintenance, abandoned vehicles, and housing conditions. Complaints are investigated through an established code enforcement process. An Investigative Service Request Form or Complaint Form is mandatory before a complaint is accepted for investigation. The complaint form can be submitted by mail, email, walk-in, or fax. The County will continue to use the Code Enforcement Department, as well as the Plumas County Sheriff's Office and Building Department staff, when needed, to ensure compliance.	Ongoing, as complaints received	The County continually, as complaints are received, uses the Code Enforcement Department, Sheriff's Office, and Building Department staff to ensure compliance with Plumas County Code.
Fair Housing	The County will continue to refer persons experiencing discrimination in housing to the Plumas County Community Development Commission who is the local contact and referral agency. The County and the Plumas County Community Development Commission will cooperate with neighboring jurisdictions, nonprofits, and local organizations that sponsor workshops on fair housing laws and how those who are victims of discrimination can address grievances. Provide notice and educational materials on fair housing rights and equal housing opportunity to residents of Plumas County through the Plumas County Community Development Commission's housing programs and Housing Choice Voucher Program (Section 8) applications. Continue to distribute fair housing information and instructions on how to file a discrimination complaint through resources on the Plumas County Community Development Commission's website at http://www.plumascdc.org/ and through posters and brochures available at the Plumas County Community Development Commission, County Planning Department counter, Plumas County Library branches, and PCIRC's Quincy Wellness & Family Resource Center and the Portola Family Resource Center.	Ongoing, as complaints are received	The Plumas County Development Commission provides this service. The County continues to refer people experiencing discrimination in housing to the Plumas County Community Development Commission.
Title 24 Energy Efficiency Standards	The County will continue to enforce Title 24 of the California Building Code on all development.	Ongoing	The Building Department reviews and enforces Title 24 Energy Efficiency Standards on all applicable building permits.
Energy Efficiency Programs	The County will work with utility providers (e.g., Liberty Energy, Plumas-Sierra Rural Electric Cooperative, and PG&E) and the Plumas County Community Development Commission to encourage existing income qualifying residents to participate in energy efficiency retrofit programs such as the Low Income Weatherization Program, Low Income Home Energy Assistance Program (HEAP), and Winter Rate Assistance Program (WRAP). The Plumas County Community Development Commission will consider sponsoring an energy awareness program in conjunction with utility providers in Plumas County to educate residents about the benefits of various retrofit programs.	Ongoing	The County, Plumas County Community Development Commission, and utility providers, such as PG&E, encourage residents on an ongoing basis about energy efficiency retrofit programs. The Plumas County Community Development Commission provides readily accessible energy efficiency program information on their website for Plumas County residents.
Housing Condition Survey	The County, in cooperation with the Pumas County Community Development Commission, will conduct a housing condition survey to identify areas of housing deterioration and dilapidation to determine the number of housing units in the unincorporated Plumas County area that are in need of rehabilitation or replacement.	Within the planning period	No housing condition survey has been conducted.
Employee Housing	The Plumas County Zoning Ordinance permits employee housing, meaning dwelling units or manufactured homes, by right, in the County's two agricultural zones; Agricultural Preserve (AP) and General Agriculture (GA). To comply with California Health and Safety Code Sections 17021.5 and 17021.6 the County will review and revise, as necessary, its Zoning Ordinance to ensure employee housing cannot be deemed a use that implies that the employee housing is an activity that differs in any other way from an agricultural use, and the permitted occupancy and definition of employee housing in an agricultural zone must include agricultural employees who do not work on the property where the employee housing is located.	Update the Zoning Ordinance by 2020	No update to the Zoning Ordinance has been developed or adopted.

Housing for Lower Income and Extremely Low-Income Households	The County will proactively encourage and facilitate the development of affordable housing for lower income households through actions such as providing regulatory incentives, reducing or waiving development fees, and outreaching to nonprofits and affordable housing developers to assist in the application for state and federal funding sources. In addition, the Plumas County Community Development Commission, in collaboration with the County, will explore the feasibility of preserving and rehabilitating existing older (structurally sound) motels in Plumas County suitable for single-room occupancy (SRO) units.	Bi-annual review and outreach and assess the feasibility of SRO units by 2021; and if determined to be feasible, apply annually thereafter for various types of grant funding as NOFAs are released	The County encourages the development of affordable housing for lower income households and plans to actively seek housing developers for the development of affordable housing.
Emergency Shelter Development	The County will amend the Zoning Ordinance to allow emergency shelters as a permitted use in the Multiple-Family Residential (M-R) zone without a conditional use permit or other discretionary review. Emergency shelters will not be subject to additional development standards, processing, or regulatory requirements beyond what applies to residential development in the M-R zone. In addition, the County will evaluate adopting development and managerial standards that are consistent with California Government Code Section 65583(a)(4).	Update the Zoning Ordinance by 2019	The Zoning Ordinance was updated in October 2019 to accommodate emergency shelters in the Multiple-Family Residential zone (M-R). Emergency shelters in the M-R zone are a use permitted by right and does not require discretionary review.
Housing Choice Voucher Program	The Plumas County Community Development Commission, in cooperation with the County, will continue to manage the Housing Choice Voucher Program (Section 8) for Plumas, Lassen, Sierra, and Tehama counties to assist eligible tenants by paying a portion of the rent to a landlord for a privately leased unit. Promote the Housing Choice Voucher Program and distribute program information through resources on the Plumas County Community Development Commission website at http://www.plumascdc.org/ and through posters and brochures available at the Plumas County Community Development Commission, County Planning Department counter, and Plumas County Library branches.	Ongoing, and resolution as needed	The Plumas County Communit Development Commission provides this service (Section 8).
Water and Sewer Infrastructure	In cooperation with special districts, the Plumas County Community Development Commission will continue to seek funding for water and sewer infrastructure repairs, upgrades, and new facilities.	Continue to apply as NOFAs are released	The Plumas County Community Development Commission provides this service.
Community Development Block Grant Funding	The County will support the Plumas County Community Development Commission when applying for Community Development Block Grant (CDBG) program funding.	Ongoing, as NOFAs are released	The Plumas County Community Development Commission fulfills this program and the County provides support to the Plumas County Community Development Commission as opportunities arise.
Mobile Home Parks	The County, in coordination with HCD, will review and evaluate the housing conditions of tenants of mobile home parks and identify strategies to address the needs, as appropriate, including seeking technical assistance and financial resources from HCD.	Review, annually	The Plumas County Housing Element was updated at the end of 2019; therefore, no review and evaluation has been conducted for mobile home parks in Plumas County.

Jurisdiction	Plumas County - Unincorporated	
Reporting Period	2022	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	08/31/2019 - 08/31/2024

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the chcklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Plumas County - Unincorporated	
Reporting Period	2022	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	08/31/2019 - 08/31/2024

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code 65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table J														
Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915														
Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved							Units (Beds/Student Capacity) Granted Density Bonus	Notes
1				2	3	4							5	6
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Unit Category (SH - Student Housing)	Date	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Total Additional Beds Created Due to Density Bonus	Notes
Summary Row: Start Data Entry Below														

Jurisdiction	Plumas County - Unincorporated	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	08/31/2019 - 08/31/2024

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	8
Moderate	Deed Restricted	0
	Non-Deed Restricted	37
Above Moderate		
Total Units		45

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
SFA	0	0	0
SFD	54	54	0
2 to 4	0	0	0
5+	0	0	0
ADU	4	4	0
MH	16	16	4
Total	74	74	4

Housing Applications Summary	
Total Housing Applications Submitted:	74
Number of Proposed Units in All Applications Received:	74
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

Jurisdiction	Plumas County - Unincorporated	
Reporting Year	2022	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT

Local Early Action Planning (LEAP) Reporting

(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity’s application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount

\$ -

Total award amount is auto-populated based on amounts entered in rows 15-26.

Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	8
Moderate	Deed Restricted	0
	Non-Deed Restricted	37
Above Moderate		29
Total Units		74

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	8
Moderate	Deed Restricted	0
	Non-Deed Restricted	37
Above Moderate		29
Total Units		74

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	4
Above Moderate		0
Total Units		4



PLUMAS COUNTY PLANNING DEPARTMENT MEMORANDUM

TO: Honorable Chair and Board of Supervisors

FROM:

MEETING DATE: March 21, 2023

SUBJECT: Approve and authorize the Chair to sign Plumas County comment letter to the Office of the State Fire Marshall (OSFM) in response to the Notice of Proposed Rulemaking Action concerning the regulatory adoption process of the Fire Hazard Severity Zones (FHSZ) in the State Responsibility Area (SRA) and specifically the map entitled State Responsibility Area Fire Hazard Severity Zones; discussion and possible action.

Recommendation

Approve and authorize the Chair to sign Plumas County comment letter to the OSFM

Background and Discussion

The Office of the State Fire Marshal (OSFM) published a Notice of Proposed Rulemaking on December 16, 2022, concerning the regulations relating to Fire Hazard Severity Zones (FHSZ) in the State Responsibility Area (SRA). California Public Resources Code (PRC) Section 4204 requires the SFM to periodically review and revise the FHSZ designations and ratings in the SRA, and as shown on the FHSZ map, all of the SRA lands are within a FHSZ classification rated as either Moderate, High, or Very High. The last time the FHSZ map was updated was in 2007. The FHSZ map is being updated at this time to more accurately reflect the zones in California that are susceptible to wildfire to help provide transparency for planning and preparedness efforts and to provide communities a forecasting tool so that the public can take steps to prevent and prepare for wildfire. Overall, the updated FHSZ map shows increased fire hazard, reflecting California's increase in wildfire occurrence and severity.

Pursuant to Public Resources Code (PRC) 4203, CAL FIRE held a series of public hearings in every California county with SRA, including Plumas. The CAL FIRE Lassen-Modoc Unit held the Plumas County public hearing on January 17, 2023, where public comment was received into the record. In response to the Notice of Proposed Rulemaking, the comment period is open for this action through April 4, 2023. The proposed Plumas County comment letter (Attachment 1), includes the FHSZ map for Plumas County updated November 21, 2022, which reflects the following differences compared to the existing 2007 FHSZ map:

Plumas County	Very High	High	Moderate	All SRA
11/21/2022 FHSZ Acres	354,632	52,632	30,238	437,502
FHSZ Acres as % of SRA	81.1%	12.0%	6.9%	
FHSZ % Difference as Compared to 2007	3.0%	4.0%	-7.0%	
SRA Acres Difference as Compared to 2007				2,625
SRA % Change as Compared to 2007				0.6%

Action:

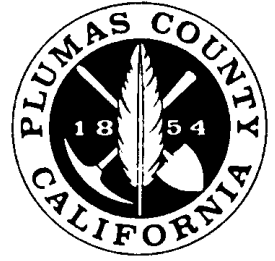
Approve and authorize the Chair to sign Plumas County comment letter to the OSFM in response to the Notice of Proposed Rulemaking Action concerning the map entitled "State Responsibility Area Fire Hazard Severity Zones" dated November 21, 2022

Attachments:

1. OSFM_Plumas Comment Letter BOS_DRAFT_3.21.23

BOARD OF SUPERVISORS

DWIGHT CERESOLA, DISTRICT 1
KEVIN GOSS, DISTRICT 2
SHARON THRALL, DISTRICT 3
GREG HAGWOOD, DISTRICT 4
JEFF ENGEL, DISTRICT 5



March 21, 2023

Office of the State Fire Marshall
California Department of Forestry and Fire Protection
P.O. Box 944246
Sacramento, CA 94244-2460
Attn: Scott Witt, Deputy Chief

Submitted via email: fhszcomments@fire.ca.gov

**RE: PLUMAS COUNTY COMMENTS
NOTICE OF PROPOSED RULEMAKING ACTION
REGULATORY ADOPTION PROCESS OF STATE RESPONSIBILITY AREA
FIRE HAZARD SEVERITY ZONES MAP**

Dear Office of the State Fire Marshall:

The Plumas County Board of Supervisors recognizes the Office of the State Fire Marshal (OSFM) published a Notice of Proposed Rulemaking on December 16, 2022, concerning the regulations relating to Fire Hazard Severity Zones (FHSZ) in the State Responsibility Area (SRA). California Public Resources Code (PRC) Section 4204 requires the SFM to periodically review and revise the FHSZ designations and ratings in the SRA. As shown on the FHSZ map, all of the SRA lands are within a FHSZ classification rated as either Moderate, High, or Very High.

The FHSZ map was last updated in 2007. Plumas understands the FHSZ map is being updated at this time to more accurately reflect the zones in California that are susceptible to wildfire to help provide transparency for planning and preparedness efforts and to provide communities a forecasting tool so that the public can take steps to prevent and prepare for wildfire. Moreover, in determining hazard ratings, the hazard mapping process incorporates improved fire science, local climate data, and fire assessment modeling and mapping techniques to identify the most effective measures for fire prevention, intensity, and spread. OSFM states there is substantial evidence that the current FHSZ classifications must be updated to effectuate the purpose of PRC Sections 4201 and 4202.

The Plumas County Board of Supervisors acknowledges the FHSZ map is intended to visually illustrate fire hazard using a science-based and field-tested model to assign a hazard score based on the factors identified as major causes of wildfire spread. These factors are combined into the term “hazard” to refer to the physical conditions that influence and create fire likelihood and fire behavior. Overall, the updated statewide FHSZ map shows increased fire hazard, reflecting an increase in wildfire occurrence and severity in California since 2007.

PLUMAS COUNTY COMMENTS
PROPOSED FIRE HAZARD SEVERITY ZONES MAP UPDATED NOVEMBER 21, 2022
NOTICE PUBLISHED DECEMBER 16, 2022

Specific to Plumas, the proposed FHSZ map updated November 21, 2022 (enclosed) reflects the following differences compared to 2007:

Plumas County	Very High	High	Moderate	All SRA
11/21/2022 FHSZ Acres	354,632	52,632	30,238	437,502
FHSZ Acres as % of SRA	81.1%	12.0%	6.9%	
FHSZ % Difference as Compared to 2007	3.0%	4.0%	-7.0%	
SRA Acres Difference as Compared to 2007				2,625
SRA % Change as Compared to 2007				0.6%

The Plumas County Board of Supervisors appreciates the opportunity to respond to the Notice of Proposed Rulemaking and submits the following comments for the record:

- 1. Plumas County Public Hearing Pursuant to PRC Section 4203 was Disappointing.** The OSFM is required to transmit the proposed updated FHSZ map and regulations to each impacted county in California and hold a public hearing. On January 17, 2023, the CAL FIRE Lassen-Modoc Unit hosted the Plumas County public hearing in Quincy at the Fairgrounds on the proposed FHSZ map. Plumas was encouraged by the turnout with over 50 members of the public in attendance and several provided public comment for the record. Plumas was disappointed with the format being a generic written statement read out loud, in addition to the video that was shown, as it was very difficult to follow due to the speed at which the speaker spoke. While Plumas realizes the requirement to provide the same information to all counties across the state, the approach in which the information was presented could be improved to be more understandable and Plumas-specific information should have been included.
- 2. Availability of Geospatial Data Files Critical for Transparency.** Plumas questions why the geospatial data files to develop the FHSZ map are currently not available during the adoption process. Open access to data is critical to ensuring the accuracy of the information. The Frequently Asked Questions released by CAL FIRE states the release of the geospatial data files could compromise the integrity of the files, causing misrepresentation of the map and regulation. However, upon completion of this process, and once the FHSZ maps become formally adopted, the geospatial data files will become available to the public. Plumas continues to question why after the fact, and not during the process. Plumas would have been very willing, with the County's in-house Geographic Information Systems (GIS) expertise, to collaborate with CAL FIRE in local government data gathering and ground-truthing.
- 3. Recent Fire History Not Included Yet Essential for Plumas.** CAL FIRE states they've used the best available science and data to develop and field test a model that served as the basis of fire hazard severity zone assignments. Continuing, it's stated the latest technologies will be used in the mapping and will include new factors now available including land use changes, recent fire history, new significant wind event data, as well as a model that is more spatially

PLUMAS COUNTY COMMENTS
PROPOSED FIRE HAZARD SEVERITY ZONES MAP UPDATED NOVEMBER 21, 2022
NOTICE PUBLISHED DECEMBER 16, 2022

detailed. Plumas understands, specifically, that the fire history data included in the model is CAL FIRE FRAP 2020 fire history, which does not include the 2021 wildfires, those being the most significant and pervasive in generations. Statewide, a total of 2,569,386 acres burned in 2021 in nearly every corner and county in California. Plumas, Butte, Shasta, Lassen, and Tehama experienced the Dixie Fire, the largest single wildfire in California's history, affecting nearly 1 million acres. In Plumas County, the Dixie Fire destroyed homes, businesses, and left a scar on the environment. Plumas County cannot stress enough that the 2021 wildfires recent fire history must be included in the model to account for the existing conditions and lack of vegetation cover for much of Plumas, thereby likely changing the outputs when it comes to the fire hazard severity zone assignments.

- 4. Insurance Issues.** For those in Plumas County affected by the 2021 wildfires, many could not afford insurance, were underinsured, or had their insurance canceled due to the effects on the insurance industry from the 2020 North Complex wildfires. It is devastating that families in Plumas County continue to have their homeowners insurance canceled, making it even more of a financial burden to rebuild and afford to live in the Plumas. As part of the FHSZ map update process, CAL FIRE explains insurance companies use risk models, which differ from hazard models, because they consider the susceptibility of a structure to damage from fire and other short-term factors that are not included in hazard modeling. CAL FIRE goes on to state it is unlikely that insurance risk models specifically call out the Fire Hazard Severity Zones as a factor, but much of the same data that is used in the fire hazard severity zone model are likely included in the insurance companies' risk models. Plumas is skeptical that insurance companies won't be looking to the updated FHSZ map as a tool in evaluating and underwriting fire insurance, which will likely affect Plumas County residents' ability to obtain and/or maintain insurance. Plumas highly encourages CAL FIRE to work with Ricardo Lara, State Insurance Commissioner, to bring relief to the insurance market.
- 5. Minimum Wildland Zone Size Needs Re-Evaluating.** CAL FIRE states the data used to determine hazard, including both fire behavior and burn probability, are averaged over a minimum zone size of 20 acres in urbanized areas and 200 acres in non-urbanized wildland areas, and the classification of a wildland zone as Moderate, High, or Very High fire hazard is based on the average hazard across the area included in the zone. Plumas suggests CAL FIRE re-evaluate the minimum size for a wildland zone, where 200 acres is too large of an area. A smaller scale would be better suited to capture varied wildland fire hazard conditions.
- 6. Update FHSZ Map More Often.** As stated in the Frequently Asked Questions provided by CAL FIRE, the Fire Hazard Severity Zone map evaluates "hazard," not "risk." The map is like flood zone maps, where lands are described in terms of the probability level of a particular area being inundated by floodwaters, and not specifically prescriptive of impacts. "Hazard" is based on the physical conditions that create a likelihood and expected fire behavior over a 30 to 50-year period without considering mitigation measures such as home hardening, recent wildfire, or fuel reduction efforts. "Risk" is the potential damage a fire can do to the area under existing

PLUMAS COUNTY COMMENTS
PROPOSED FIRE HAZARD SEVERITY ZONES MAP UPDATED NOVEMBER 21, 2022
NOTICE PUBLISHED DECEMBER 16, 2022

conditions, accounting for any modifications such as fuel reduction projects, defensible space, and ignition resistant building construction. With the dynamic fire environment and science in California, Plumas does not believe it's appropriate to utilize an expected fire behavior over a 30 to 50-year period without considering mitigation measures such as home hardening, recent wildfire, or fuel reduction efforts. Much shorter time periods must be established to analyze, review, and revise the FHSZ map. Wildfire impacts, fuel reduction efforts, and home hardening mitigation will impact future fire behavior and should be accounted for in closer to a 10 year timeframe.

- 7. AB 38 Real Estate Disclosure Defensible Space Inspections Create Additional Regulatory Burdens.** Statutory mandates require that all property in High or Very High FHSZs comply with Civil Code 1102.6f, real estate disclosures Assembly Bill 38 (Wood, Chapter 391, Statutes of 2019). These disclosures are known as "AB 38 Defensible Space Inspections," and are not required for property in Moderate FHSZs. As a result of the proposed regulations, the boundaries of Moderate FHSZs shifted for some Plumas County parcels, altering which properties are now required to comply with AB 38. With a change in parcel zone designations from Moderate to High or Very High, Plumas knows the expansion and reclassification of those FHSZ mapped areas will cause additional burden and regulatory requirements under the AB 38 real estate disclosures.

In Closing

As stated, the broad objective of the proposed rulemaking is to ensure that the people of California understand the degree of severity of fire hazard that is expected to prevail in the zone in which they live and can identify and implement the measures that will reduce the potential for losses to life, property, and resources from wildfire. The anticipated benefit will enhance public safety and protect California's vital natural resources and wildlife. Plumas County urges the Office of the State Fire Marshall to genuinely consider the comments of Plumas, other affected counties, and the public and take the time to modify the model in the FHSZ map update and rulemaking process to better achieve the objectives and public safety benefits. Lastly, Plumas highly encourages CAL FIRE to prioritize grant funding specific to the SRA High and Very High FHSZ areas to further enhance public health and safety and to protect and restore the environment.

Please direct all correspondence to Planning Director, Tracey Ferguson, AICP, at traceyferguson@countyofplumas.com or (530) 283-6214. Thank you for your consideration of Plumas County's comments.

Sincerely,

Dwight Ceresola, Chair
Plumas County Board of Supervisor

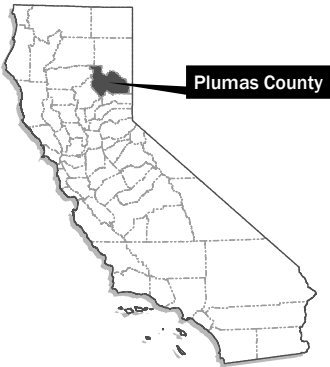
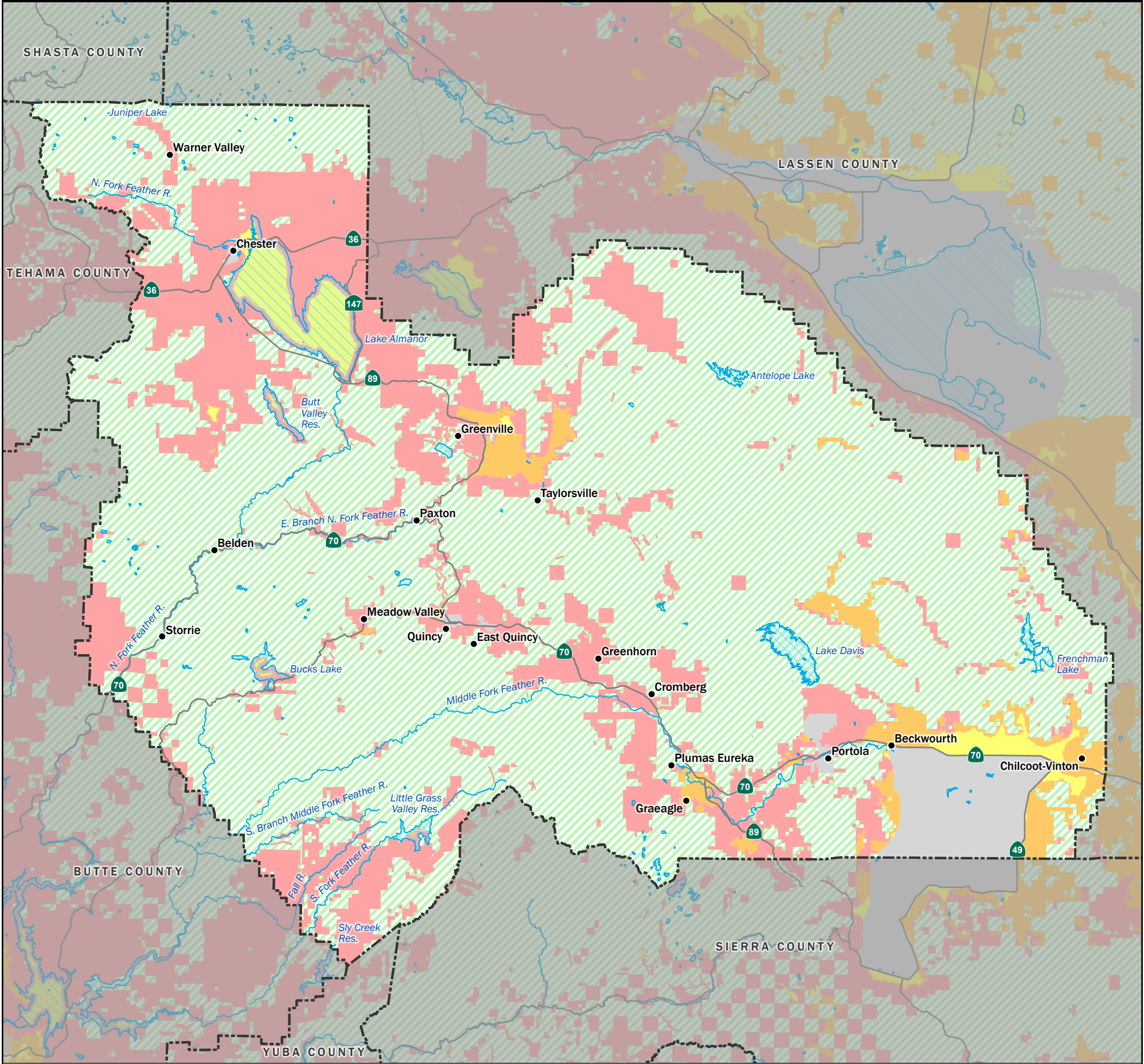
PLUMAS COUNTY COMMENTS
PROPOSED FIRE HAZARD SEVERITY ZONES MAP UPDATED NOVEMBER 21, 2022
NOTICE PUBLISHED DECEMBER 16, 2022

Enclosure: Plumas County SRA FHSZ Map (Updated November 21, 2022)




Cc: Kevin Kiley, Congressional District 3
Brian Dahle, Senate District 1
Megan Dahle, Assembly District 1
Board of Supervisors, Plumas
Debra Lucero, County Administrative Officer
Sheriff Todd Johns
Gretchen Stuhr, County Counsel
Tracey Ferguson, Director of Planning
Chuck White, Director of Building Services
John Mannle, Director of Public Works
Scott Packwood, CAL FIRE Lassen-Modoc Unit
Mark Rotlisberger, CAL FIRE Lassen Modoc Unit
Jonathan Pangburn, CAL FIRE Lassen-Modoc Unit
Adam Mattos, CAL FIRE Lassen-Modoc Unit

State Responsibility Area Fire Hazard Severity Zones



November 21, 2022

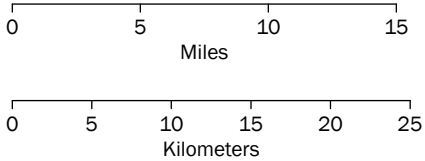


**Fire Hazard Severity Zones in
State Responsibility Area (SRA)**

	Very High	354,632 Acres
	High	52,632 Acres
	Moderate	30,238 Acres

**Fire Protection Responsibility
Areas (non-SRA)**

	Federal Responsibility Area (FRA)
	Local Responsibility Area (LRA)



Projection: NAD 83 California Teale Albers
Scale: 1:475,000 at 11" x 17"

Public Resources Code 4201-4204 directs the California Department of Forestry and Fire Protection (CAL FIRE) to map fire hazard within State Responsibility Areas (SRA) based on fuel loading, slope, fire weather, and other relevant factors present, including areas where winds have been identified by the department as a major cause of wildfire spread. These zones, referred to as Fire Hazard Severity Zones (FHSZ), classify a wildland zone as Moderate, High, or Very High fire hazard based on the average hazard across the area included in the zone.

Access PDF versions of the maps at <https://osfm.fire.ca.gov/fhsz-maps>. For more information, please visit the Frequently Asked Questions document for the 2023 Fire Hazard Severity Zones at <https://osfm.fire.ca.gov/fhsz> or scan the QR code at right. If you have further questions, please call 916-633-7655 or email FHSZcomments@fire.ca.gov.



Scan or click the
QR code for more
information and to
visit the interactive
FHSZ viewer.

The State of California and the Department of Forestry and Fire Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect to any claim by any user or third party on account of, or arising from, the use of data or maps.

Obtain FRAP maps, data, metadata, and publications at <https://frap.fire.ca.gov>. For more information, please call 916-633-7655 or email FHSZcomments@fire.ca.gov.

Gavin Newsom, Governor, State of California
Wade Crowfoot, Secretary for Natural Resources,
California Natural Resources Agency
Mike Richwine, State Fire Marshal,
California Department of Forestry and Fire Protection

Data Sources:
CAL FIRE Fire Hazard Severity Zones
(FHSZSRA_DRAFT_23_1)
CAL FIRE State Responsibility Areas (SRA22_2)



PLUMAS COUNTY LIBRARY DEPARTMENT MEMORANDUM

TO: Honorable Chair and Board of Supervisors

FROM: Lindsay Fuchs, County Librarian

MEETING DATE: March 21, 2023

SUBJECT: Approve and Authorize the following supplemental budget transfers: \$2,557.10 from Library ARPA account 20670/48021 into account 20670/524510 for Library Books; \$2,328.19 from Literacy Program account 20675/523712 into Library account 20670 / 524510 Books; and \$8,006.36 from Library ARPA Account 20670/48021 into the following accounts: 20675/523712 Literacy account in the amount of \$671.51; 20670/523712 Subscriptions in the amount of \$3006.36; and 20670/524510 Books in the amount of \$4328.49; discussion and possible action. Four/ fifths roll call vote

Recommendation

Per direction by Zachary Gately, we are requesting the Board of Supervisors authorize the transfer of ARPA funds from SLT-7645-421-09 to SLT-7645-421-10 and SLT-7645-421-11.

Authorize supplemental budget transfer to 20670/48021 for \$2557.10, supplemental expenditure account 20670/524510 Books.

Authorize budget transfer from 20675/523712 Program subscriptions for \$2328.49, expenditure account 20670 / 524510 Books.

Authorize supplemental budget transfer to 20670/48021 for \$8006.36, supplemental expenditure account 20675/523712 Program Subscriptions for \$671.51, 20670/523712 Program Subscriptions for \$3006.36, and 20670/524510 Books for \$4328.49.

Background and Discussion

Plumas County Library was approved for three proposals to be funded by the American Recovery Act under expenditure category 2: Negative Economic Impacts:

- Identification Number: 421-09: \$11,500 to purchase a subscription to a tutoring software/service called Brainfuse HelpNow under 2.27: Addressing Impacts of Lost Instructional Time.
- Identification Number: 421-10: \$7,294.00 to pay the monthly fees for hotspots to loan to County residents under 2.4: Household Assistance: Internet Access Programs.
- Identification Number 421-11: \$6,000 to purchase e-books for patrons who cannot come into the library under 2.25: Addressing Educational Disparities: Academic, Social, and Emotional Services.

Action:

Due to the fluctuating number of hotspots (for example, two were lost in the Dixie Fire, we gained three in Oct 2022), the minor price change per unit cost, and the changed County's timeline for using APRA funds, we will

need a total of \$10,237.06 to cover the cost of the hotspots from July 2021 – December 2024. We originally requested \$7,294.16, which is \$2,942.90 short of the needed amount for that date range.

The CA State Library is now providing the same tutoring software/service Brainfuse HelpNow to all public libraries in California at no-cost to the public libraries starting September 2022. Due to the changed County's timeline for using ARPA funds and the amount no longer needed due to another source of funding, of the original approved \$11,500, we will no longer need \$7,828.49.

I would like to use \$2,942.90 of the \$7,828.49 for the additional costs of the hotspots. I would like to put the rest of the \$4,885.59 to e-books in 22/23FY and 23/24FY.

	Original Requested Amount	Needed Amount from July 2021-Dec 2024	Under/Over Requested Amount	21/22FY (Spent)	22/23FY	23/24FY	July – Dec 2024
Brainfuse (421-09)	\$11,500.00	\$3,671.51	-\$7,828.49	\$3,000	\$671.51	\$0	\$0
Hotspots (421-10)	\$7,294.00	\$10,237.06	\$2,942.90	\$2,279.98	\$3,006.36	\$3,300.48	\$1,650.24
E-Books (421-11)	\$6,000	\$10,885.59	\$4,885.59	\$0	\$6,885.59	\$2,000	\$1,999.84

Fiscal Impact:

The ARPA funds were already awarded to Plumas County Library; there is no request for additional funds.

Attachments:

1. ARPA Budget Transfers

TRANSFER NUMBER
(Auditor's Use Only)

(Auditor's Use Only)

Date 2/15/2023

Approval Required

- Board
Board
Board
Auditor
Auditor

☒ **SUPPLEMENTAL REVENUE ACCOUNTS**

Fund #	Dept #	Acct #	Account Name	\$ Amount
--------	--------	--------	--------------	-----------

RECEIVED
MAR 06 2023

Auditor's / Risk

Total (must equal transfer to total)	2,557.10
--------------------------------------	----------

☒ **SUPPLEMENTAL EXPENDITURE ACCOUNTS**

Fund #	Dept #	Acct #	Account Name	\$ Amount
--------	--------	--------	--------------	-----------

Total (must equal transfer to total)	2,557.10
--------------------------------------	----------

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Service received other funding; ARPA funds now used for other category

B) _____

C) _____

D) _____

Approved by Department Signing Authority: _____

☒ Approved/ Recommended _____ Disapproved/ Not recommended

Auditor/Controller Signature: _____

Board Approval Date: _____

Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____

Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

(Auditor's Use Only)

Date 2/15/2023

Board
Board
Board
Auditor
Auditor

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Service received other funding; ARPA funds now used for other category

B) _____

C) _____

D) _____

Approved by Department Signing Authority: _____

☒ Approved/ Recommended

☐ Disapproved/ Not recommended

Auditor/Controller Signature: _____

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TRANSFER NUMBER
(Auditor's Use Only)

Date 2/15/2023

Board
Board
Board
Auditor
Auditor

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In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) ARPA funds moved to revenue account and now need to be dispersed to expense accounts

B) _____

C) _____

D) _____

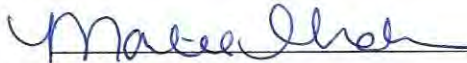
Approved by Department Signing Authority: _____



☒ Approved/ Recommended

☐ Disapproved/ Not recommended

Auditor/Controller Signature: _____



Board Approval Date: _____

Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____

Initials _____

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Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.



**PLUMAS COUNTY
COUNTY ADMINISTRATOR
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: Debra Lucero, County Administrative Officer
MEETING DATE: March 21, 2023
SUBJECT: CAO Report for February 2023

Recommendation

For Information

Background and Discussion

Each month, the CAO provides a report on activities throughout the Plumas County organization.

Action:

For information only.

Attachments:

1. CAO Report February 2023

PLUMAS COUNTY CALIFORNIA



TO: Honorable Chair and Board Supervisors
FROM: Debra Lucero, CAO
MEETING DATE: March 21, 2023
SUBJECT: CAO Report 2/6/23 - 3/14/23

MUNIS MIGRATION

Team Meeting - We had our first all-team meeting on Friday, March 10 for the Munis Migration to determine where we are, what is needed to move forward and where we've been. Human Resources needs to update employee records in order to move forward. This is a considerable task. Help has been offered to assist with updating individual records by IT but HR is first identifying what tasks must be done, how they need to be done and if some of this can be accomplished through IT. HR has hired their newly allocated Payroll Specialist who must now be trained. The Auditor-Controller's office has finished Payroll Period 14 and is beginning 15. For perspective, we are actually on Pay Period 19 so we are still behind but the team remains confident we can catch up once the payroll records are updated and problems identified in the parallels. We have a check-back meeting scheduled for March 24. At that point, we will decide how to move HR forward.

MUNIS FINANCE SYSTEM

We continue to identify the problems with our financial system. After meeting with Napa County Auditor-Controller and the county's Treasurer-Tax Collector, we determined a new Chart of Accounts may solve our major Munis issues; this and getting on the new 2021 Tyler platform which Napa helped create. The fact is Plumas' current Chart of Accounts and set-up (or lack of set-up) does not work in Munis and will not tie into the Treasurer-Tax Collector side of the equation. The attempt by the previous Auditor-Controller to mirror what we had in Pentimation has caused consideration issues and will never allow us to fully utilize the Munis platform. Napa has graciously allowed us to utilize their Chart of Accounts (3 other counties currently utilize this Chart of Accounts, developed by Napa Auditor-Controller Tracy Schultze). Tyler has said we can accomplish a new Chart of Accounts without doing a re-install and instead do an intensive Chart of Accounts process. This will mean we will have to run parallels for our finance system and probably not go live with a new finance system until July 1, 2024. Meanwhile, however, we can utilize this time to train finance officers and department heads in the new Chart of Account system and begin to understand the power of Munis' reporting systems once we are properly set up. It may make sense to keep the test

and training environment for HR/Payroll until everything switches over July 1, 2024. We are still trying to determine what this may look like and are in the planning phase now.

Interest Apportionment Update – Treasurer-Tax Collector has said she will get this item done by March 24, 2023. It is one of the main items we need for our annual audit, due by March 31, 2023. The Auditor-Controller has said we will not meet this deadline for a variety of reasons.

ENERGY ASSESSMENT

We are **assessing our energy usage** of all the county buildings because nearly every department saw a substantial increase in PG&E bills – some up to 40%. At this point, we are looking at a solar array at the Annex. We are planning on filing a Net Metering interconnection application for the Annex Building to take advantage of PG&E's old rates, not the new ones that are less favorable beginning April 14. For the rest of the facilities, we feel it will be best to avoid some of their electricity cost through a countywide solar project – location to be determined (looking in the Greenville region). There is no deadline for filing the interconnection application for the countywide solar project so we've got time to explore the optimal location and determine cost savings.

EMERGENCY RESPONSE

1. **Emergency Response Meeting** – Potential Flood Scenario – was held March 9, 2010. This meeting included: Facilities, Fair, Social Services, Behavioral Health, Public Health, Grants Manager, Supervisor Hagwood, Supervisor Ceresola, Heidi White, Mike Grant, Building, Risk Management, Environmental Health, County Counsel, Plumas District Hospital, Quincy Fire Dept., City of Portola.
2. Supervisor Ceresola called an **After-Action meeting** for the apartment building and home that were destroyed in a fire during the early morning hours of February 12, 2023 in East Quincy. One person died at the scene and another died after being transported to a burn center in Davis. Sheriff Johns, Undersheriff Hermann, Chair Ceresola, Vice Chair Hagwood, Quincy Fire Chief Cassou, myself and Clerk-Record Heidi White attended. As a result of that meeting, it was agreed that alerts for major events such as this would be relayed to the CAO who, in turn, would alert the Board of Supervisors as well as the appropriate staff such as county counsel if appropriate. Social services, public health and behavioral health personnel (as appropriate) would be notified through the usual dispatchers' method. The concern was that major events such as a train derailment and/or a death in the jail were not relayed to the CAO or the BOS. It appears the system is now working much better.
3. **Meeting with Plumas National Forest Service in Quincy** – Chair Ceresola and Vice Chair Hagwood and I met with a large group of FS personnel to discuss a variety of issues. Also attending via TEAMS was OES Pamella Courtright and Sheriff Todd Johns.
 - Emergency situations
 - Campgrounds
 - Roads – Antelope Road is being repaved this summer and fall and sections around Frenchman Lake
 - Pacific Crest Trail improvements
 - Hazard tree removal
 - Number of employees – 281 Full-Time and 264 seasonal workers

- Tourism opportunities and marketing concepts
- Reinvigorating the Plumas County Coordinating Council
- Plumas National Forest is one of the “busiest forests” in the nation right now due to managing the fires we’ve had and protecting areas that haven’t been affected by fire. Plumas National Forest received \$273 million to work across several counties to do intensive treatments.
- A need for fresh agreements with partners who work with the FS

CONGRESSMAN KEVIN KILEY VISIT

Topics discussed at the meeting, which was held in Quincy included:

- Debt ceiling
- U.S. supporting Ukraine
- Assault weapons ban
- Abortion
- WHO pandemic response
- Equitable recompense for military personnel who were terminated due to the vaccine mandate
- IRS and the number of proposed agents to be hired
- Suspending the gas tax
- Dixie Fire
- Monument status for the Middle Fork of the Feather River
- Quincy Library Group and forest management
- NEPA process
- Biomass
- Election integrity
- School funding

GRANT MANAGER

- Worked on hand off from facilities to CAO’s office for the Sierra Buttes Trail Stewardship OHV grants
- Pushed transfers through from the ARPA accounts to departments (IT, Road Dept, and CAO’s office)
- Followed up on contracting requirements for ARPA community grants. Draft is done and should be ready in March.
- Initiated work with Engie, following up on county properties.
- Continued community discussion regarding Community Resilience Center in Greenville
- Continued coordination of the Broadband plan.

OTHER MEETINGS / ACTIVITIES

1. NACo Legislative meeting in Washington, D.C. Feb. 10-13
2. Broadband meeting with Golden State Finance Authority – Strategic Plan discussion and recommendation of consultant to work with Plumas County.
3. Tour of Plumas County Social Services
4. Smith & Newell meeting (audit firm)
5. Budget meeting with Auditor-Controller, Sheriff
6. 2 CACE (CA Association for County Executives) Membership calls and legislative update
7. Engie (energy assessment meeting to determine project scope)

8. CalOES meeting
9. Tyler (Munis Implementation) meeting
10. Tour of the Plumas County Fairgrounds
11. Budget meeting with Auditor-Controller
12. 2 County Job Fair meeting
13. PCMC (Management Council) meeting
14. Federal Disaster Aid meeting due to CA storms
15. National Weather Service – Reno update meeting
16. Crescent Mills Economic Development meeting
17. Tyler (Munis Chart of Accounts) meeting
18. Tyler (Munis Receivables) presentation via recording
19. Bruce Ross (Senator Brian Dahle) meeting about Greenville lead contamination clean-up and the Department of Toxic Substances Control (DTSC) not meeting obligations made. \$47 million was allocated to the clean-up and only 20 home sites have been returned to owners (see 3/21/23 agenda for letter with all the details)
20. Trindel Insurance (meet and greet)



PLUMAS COUNTY COUNTY ADMINISTRATOR MEMORANDUM

TO: Honorable Chair and Board of Supervisors

FROM: Debra Lucero, County Administrative Officer

MEETING DATE: March 21, 2023

SUBJECT: Review proposal from California State Association of Counties to use 1% of the Local Assistance and Tribal Consistency Fund allocated to Plumas County to fund the start up of the National Center for Public Lands Counties; discussion/direction to staff and/or possible action.

Recommendation

Plumas County could opt out completely, contribute a different amount, or contribute the requested 1% for the development of the National Center for Public Lands Counties. We are recommending that Plumas County Board of Supervisors approve a one-time contribution of \$20,000.00.

Background and Discussion

The National Association of Counties (NACo) and the Western Interstate Regions (WIR) Boards of Directors has established the National Center for Public Lands Counties (The Center) to give public lands counties an enhanced opportunity to demonstrate how prosperous public lands counties create a prosperous United States. The Center will utilize traditional and new media—such as podcasts and video interviews—to tell these stories and also develop detailed, individual research and written county profiles. Counties know that telling our stories is our most powerful tool in bringing resources and attention to our communities. CSAC is working with NACo to ensure that the Center appropriately emphasizes the importance of recreation economies and does not solely focus on extraction based public lands. The Center will report to the NACo and WIR Board of Directors on its financial health and issue an annual report on research and progress at the annual WIR Conference.

To fund this once-in-a-generation opportunity, NACo is requesting counties make a one-time contribution to get the Center up and running. While each county may decide if and how much they would like to contribute, the requested amount is equivalent to one percent of each county's allocation under the Local Assistance and Tribal Consistency Fund (LATCF), which was awarded through the American Rescue Plan Act (ARPA). County contributions will be collected through CSAC and passed along to NACo. One percent of Plumas County's allocation would be \$75,407.36.

Plumas County could opt out completely, contribute a different amount, or contribute the requested 1%.

Action:

It is recommended the Board of Supervisors review, discuss, provide direction to staff, and/or give possible action.

Attachments:

1. National Center for Public Lands Counties (002)
2. CSAC Invoice-National Center for Public Lands Counties - Invoice



OFFICERS

President

Chuck Washington
Riverside County

1st Vice President

Bruce Gibson
San Luis Obispo County

2nd Vice President

Jeff Griffiths
Inyo County

Past President

Ed Valenzuela
Siskiyou County



EXECUTIVE DIRECTOR

Graham Knaus

February 26, 2023

To: County Supervisors
County Administrative Officers/Executive Officers

From: CSAC Officers
Supervisor John Peters, Mono County, WIR Board Member
Graham Knaus, CSAC CEO

RE: National Center for Public Lands Counties

The National Association of Counties (NACo) and the Western Interstate Regions (WIR) Boards of Directors has established the National Center for Public Lands Counties (The Center) to give public lands counties an enhanced opportunity to demonstrate how prosperous public lands counties create a prosperous United States. The Center will utilize traditional and new media—such as podcasts and video interviews—to tell these stories and also develop detailed, individual research and written county profiles. Counties know that telling our stories is our most powerful tool in bringing resources and attention to our communities. CSAC is working with NACo to ensure that the Center appropriately emphasizes the importance of recreation economies and does not solely focus on extraction based public lands. The Center will report to the NACo and WIR Board of Directors on its financial health and issue an annual report on research and progress at the annual WIR Conference.

To fund this once-in-a-generation opportunity, NACo is requesting counties make a one-time contribution to get the Center up and running. While each county may decide if and how much they would like to contribute, the requested amount is equivalent to one percent of each county's allocation under the [Local Assistance and Tribal Consistency Fund \(LATCF\)](#), which was awarded through the American Rescue Plan Act (ARPA). County contributions will be collected through CSAC and passed along to NACo.

Please [Click Here](#) to print an invoice for your Counties' contribution amount. You will need to select your County from the drop down at the top to properly populate the invoice. We would appreciate it if your Board would consider a contribution and submit funds by April 4, 2023.

Select County Here:

Plumas County

California State Association of Counties

1100 K Street, Suite 101
Sacramento, CA 95833
(916) 327-7500
sparmeter@counties.org



INVOICE

BILL TO
Plumas County
520 Main St. Room 309
Quincy, CA 95971

INVOICE 2316
DATE 3/6/2023
TERMS Net 30
DUE DATE 4/5/2023

DESCRIPTION	AMOUNT
-------------	--------

NACo National Center for Public Lands Counties Contribution

\$75,407.36

BALANCE DUE

\$75,407.36

Tax ID: 94-6000551

PLEASE REMIT PAYMENT TO:

CSAC
Attn: Accounting
1100 K Street, Suite 101
Sacramento, CA 95814



**PLUMAS COUNTY
COUNTY ADMINISTRATOR
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: Debra Lucero, County Administrative Officer
MEETING DATE: March 21, 2023
SUBJECT: Approve and authorize the Chair to sign a letter to the Department of Toxic Substances Control regarding lead removal in Greenville; discussion and possible action.

Recommendation

Background and Discussion

Action:

Attachments:

1. Letter to Department of Toxic Substances Control

BOARD OF SUPERVISORS

DWIGHT CERESOLA, DISTRICT 1
KEVIN GOSS, DISTRICT 2
THOMAS McGOWAN, DISTRICT 3
GREG HAGWOOD, DISTRICT 4
JEFF ENGEL, DISTRICT 5



March 14, 2023

Meredith Williams, Director
California Department of Toxic Substances Control
P.O. Box 806
Sacramento, CA 95812-0806

**RE: Department of Toxic Substances Control's Time Critical Removal Action Greenville
Soil Removal Action Program**

Dear Ms. Williams,

Thank you for your department's ongoing efforts to help Plumas County recover from the impacts of the Dixie Fire. Plumas County greatly appreciates the efforts that you and your team are making through the Greenville Soil Removal Action project to mitigate lead impacts discovered as a result of this catastrophic wildfire.

Plumas County understands that the Department of Toxic Substances Control (DTSC) is considering some program changes to the Time Critical Removal Action (program). Specifically, we understand DTSC intends to initiate the following changes to this cleanup program for downtown Greenville:

- If DTSC's supplemental sampling shows residential properties are below 95% Upper Confidence Limit (UCL) of 80 milligrams per kilogram (mg/kg) residential screening level for lead, these properties would not be eligible for soil backfill.

Please realize many property owners have been promised that restoration work, including but not limited to backfilling excavated areas with clean fill, is part of the program. This understanding is memorialized in DTSC's Property Owner Access Agreement form signed by participating property owners. Furthermore, some property owners have been waiting for up to one year for this part of the program to be completed. Plumas County urges DTSC to honor the original agreement and ensure these properties are eligible for soil backfill unless the owner voluntarily withdraws from the program.

- Commercial properties, including those exceeding 500 mg/kg lead, might be ineligible for the cleanup program.

Commercial properties are an essential part of Greenville's economic recovery, and consequently, they are a vital part of the program. Commercial properties exceeding 500 mg/kg lead will not be eligible to rebuild until lead exceedances are properly addressed. Unless allowed to participate in the DTSC program, these properties will likely remain vacant and never be rebuilt, as property owners simply do not have the resources to fund private cleanups of these properties.

Furthermore, these properties contain some of the highest lead concentrations remaining in Greenville. They would pose the greatest risk to community health from blowing dust, attractive nuisance, and other hazards. Even the DTSC website summarizing the Greenville Soil Removal Action Plan identifies and advertises these properties as Priority 3. Excluding these properties from the program would not only slow community recovery, but it would also leave the community at risk. We urge you to keep these commercial properties in the program.

- Commercial properties below the 500 mg/kg commercial screening level but above the residential screen level of 80 mg/kg of lead might be ineligible for the program.

As discussed above, commercial properties exceeding the commercial screening level of 500 mg/kg lead cannot be rebuilt until lead hazards are addressed. However, Plumas County Public Health has identified properties with lead concentrations exceeding 200 mg/kg UCL as hazardous to the health, safety, and wellbeing of the community. Vacant properties between 200-500 mg/kg lead **could** rebuild but will continue to pose a significant risk to the community **until** they are rebuilt. For many properties, rebuilding could take many years. Meanwhile, these properties will be an attractive nuisance to children and could be the source of blowing dust, leaving the community at risk from lead exposure. While lead removal on these lots is not necessary, some level of community protection is appropriate and necessary. We urge you to consider capping such properties with a protective layer of clean fill to reduce these hazards and protect the community.

In summary, Plumas County and its residents are grateful for DTSC's support in abating lead hazards discovered in the aftermath of the Dixie Fire. We understand the Time Critical Action Plan was intended to help Greenville and Plumas County recover from the effects of this devastating wildfire as quickly as possible. To that end, we urge DTSC to consider the above and invite DTSC management to engage with Plumas County and the local community before making changes to the Greenville Soil Removal Action program as originally developed in early 2022.

Additionally, we invite DTSC managers to update the Board of Supervisors during a special meeting on April 25 in Greenville to further our understanding and mutual goals for this program.

If you have any questions or need any additional information, please do not hesitate to contact our CAO Debra Lucero at 530-283-6446.

Sincerely,

Dwight Ceresola, Chair
Plumas County Board of Supervisors

CC: Senator Brian Dahle
Assemblywoman Megan Dahle
Hortensia Muniz-Ghazi, DTSC
Ryan Buras, Deputy Director, CalOES



**PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Jeff Engel, Supervisor - District 5

MEETING DATE: March 21, 2023

SUBJECT: Appoint an applicant or applicants to the Grizzly Lake Community Service District Board of Directors, for the shortest available term, in order to reestablish a quorum; discussion and possible action.

Recommendation

Background and Discussion

Action:

Attachments:

1. Application #1 - Linda VanDalen
2. Application #2 Nicole Barnes
3. Application #3 - Darla Thompson
4. Application #4 - Jean Collins



**PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: Greg Hagwood, Supervisor - District 4
MEETING DATE: March 21, 2023
SUBJECT: Appoint Michelle Blackford to the Plumas- Sierra County Fair Board as a district 4 representative for a four-year term, as recommended; discussion and possible action.

Recommendation

Background and Discussion

Action:

Attachments:

1. 20230309_APPLICATION FOR PUBLIC MEMBER APPOINTMENT TO ADVISORY