

PLUMAS COUNTY

CALIFORNIA Administrative Officer



TO: Honorable Chair and Board Supervisors

FROM: Debra Lucero, CAO

MEETING DATE: August 6, 2024

SUBJECT: CAO Report 7/1/24 – 7/31/24

BUDGET PROCESS

Departments to report to Auditor-Controller on any outstanding expenses/revenues so the Auditor-Controller can provide updated estimated Fund Balances to Budget Officer:

DEADLINE: Thursday, August 15

Supplemental Budget with updated Fund Balances made available to the public:

DEADLINE: Friday, September 6 (Must be made public by Sept. 8)

The final Supplemental Budget will be adopted:

DEADLINE: Tuesday, Oct. 1 at a Regular Meeting (Must be adopted by Oct. 2)

GRANTS MANAGER

- Weekly meetings with OpenGov to work on Budget
- End-of-year financials - cleaning up and organizing
- Continued discussion around Greenville Rebuild: Town Hall, Library, Community Center, fund discussion, needs assessment
- Working on fund and time extension with one of our OHV/Sierra Buttes Trail Stewardship projects

RISK MANAGEMENT

7/3 – EMCC

7/10 – VOAD Meeting

7/10 – Firewise Lead Meeting

7/11 – Fire Safe Board Meeting

7/12 – PG&E Summer Briefing

7/16 – Report to BOS regarding 4683 – Hazard Mitigation

7/17 – MARAC

7/18 – Cal OES assistance with Dixie Donations

7/22 – Mill Fire Starts – EOC Activated

7/23 – Mill & Smith Fire “Gold Complex”

7/24 – Gold Complex

7/25 – Gold Complex
7/26 – Gold Complex
7/27 – Plumas EOC Team Briefing re: Monitoring Gold Complex and Park Fire
7/28 – Monitoring Gold Complex and Park Fire
7/29 – Plumas EOC Team Briefing re: Monitoring Gold Complex and Park Fire
7/29 – Park Fire Briefing
7/30 – Cooperator Meeting – Park Fire
7/31 – Cooperator Meeting – Park Fire
7/31 – Plumas EOC Team Briefing
CPR and First aid training
Workplace violence training
Vector Solutions system updating

CAL-OES UPDATE

7/2 – Listos California Summer Safety Briefing
7/2 - Cal OES PIO call
7/3 – EMCC
7/10 – VOAD Meeting
7/10 – Firewise Lead Meeting
7/11 – Fire Safe Board Meeting
7/12 – PG&E Summer Briefing
7/15 – CSTI G611F-OLC & G611M-OLC Training
7/16 – Report to BOS regarding 4683 – Hazard Mitigation
7/16 – Drought planning meeting
7/17 – MARAC
7/17 – LEPC
7/18 – Cal OES assistance with Dixie Donations
7/22 – Mill Fire Starts – EOC Activated
7/23 – RTM DR4699 call
7/23 – Mill & Smith Fire “Gold Complex”
7/24 – Gold Complex
7/25 – Gold Complex
7/26 – Gold Complex
7/27 – Plumas EOC Team Briefing re: Monitoring Gold Complex and Park Fire
7/28 – Monitoring Gold Complex and Park Fire
7/29 – Plumas EOC Team Briefing re: Monitoring Gold Complex and Park Fire
7/29 – Park Fire Briefing
7/29 – OA Manager’s Meeting
7/30 – Cooperator Meeting – Park Fire
7/31 – Cooperator Meeting – Park Fire
7/31 – Plumas EOC Team Briefing

OTHER CAO MEETINGS/ACTIVITIES

7/1 – OpenGov Meeting – Longevity Pay
7/1 – OpenGov Meeting – Budget Book
7/1 – Social Services Meeting with HR
7/2 – BOS Meeting
7/2 – Debt Bond Committee Meeting
7/3 – Engie Energy Lease Finance Meeting

7/3 – County Counsel, Social Services Recruitment Meeting w/MRG
 7/8 – OpenGov Weekly Update Meeting
 7/9 – BOS Meeting
 7/10 – ClientFirst Staffing Resources Meeting
 7/10 – Staff Meeting re: professional services, litigation line items in CAO/General Services
 7/10 – FRTA Meeting with Sharon Roberts
 7/10 – OpenGov Workforce Plan meeting
 7/10 – Social Services Meeting
 7/11 – MRG Weekly Check-In
 7/11 – OpenGov Template Configuration
 7/11 – DFC Collaborative Leadership Recovery Meeting
 7/11 – OpenGov Workforce Plan Validation
 7/15 – OpenGov Weekly Update Meeting
 7/15 – Lunch with Don Ashton/James Gandley – Feasibility Study
 7/15 – HHS Feasibility Study with BH, SS, PH, EH
 7/15 – Human Resources/MRG Weekly Check-In
 7/16 – BOS Meeting
 7/16 – ClientFirst Payroll Processig Assessment
 7/17 – ClientFirst Weekly Status Meeting
 7/17 – Library Meeting with HR
 7/18 – MRG Weekly Check-In
 7/18 – Timecards Review/Training HR, Auditor-Controller Social Services
 7/18 – OpenGov Budget Book Page Validation Meeting
 7/18 – Fall Bond Sale Meeting (Jail)
 7/22 – Mills Fire starts – EOC and Sheltering Put in Place
 7/23 – Greenville Town Hall/Library/Community Center Rebuild with IVSD, DFG
 7/23 – HR Meeting
 7/24 – CLA Check-In
 7/24 – Plumas/Liberty Energy Liaison meeting
 7/24 – VOAD Meeting with Marty Walters and professionals throughout the state
 7/25 – Special BOS Meeting for Mills Fire Declaration
 7/25 – ClientFirst Educational Workshop: Auxiliary Code and Job Class Master Review
 7/25 – Employee Appreciation Dinner at the Fair
 7/26 – Human Resources Meeting Assessor's Office
 7/26 – VIP Tour/Dinner with Fair Board
 7/29 – OpenGov Weekly Update Meeting
 7/29 – OpenGov Budget Book Configuration
 7/29 – ClientFirst Educational Workshop: Position Control
 7/29 – California Go-Biz meeting about tax credits for businesses
 7/29 – Mercer-Fraser Company Pre-App Meeting
 7/30 – BOS Agenda Review
 7/30 – CDBG Core Economic Development Meeting
 7/30 – NEW Library Concept for Greenville
 7/30 – Emergency Ordinances No. 21-1139 and No. 22-1146 and Surplus Land Act w/Planning
 7/31 – CLA Check-In and next scope of services meeting
 7/31 – FRTA Meeting about Air B&B contract
 7/31 – Meeting with Auditor-Controller, Treasurer-Tax Collector, Assessor and two board members
 7/31 – Meeting with Social Services regarding internal management

TRANSIENT OCCUPANCY TAX (TOT) REPORT

Granicus generated the following reports:
July 2, 2024 so it can be compared to this month’s August 2, 2024 report.

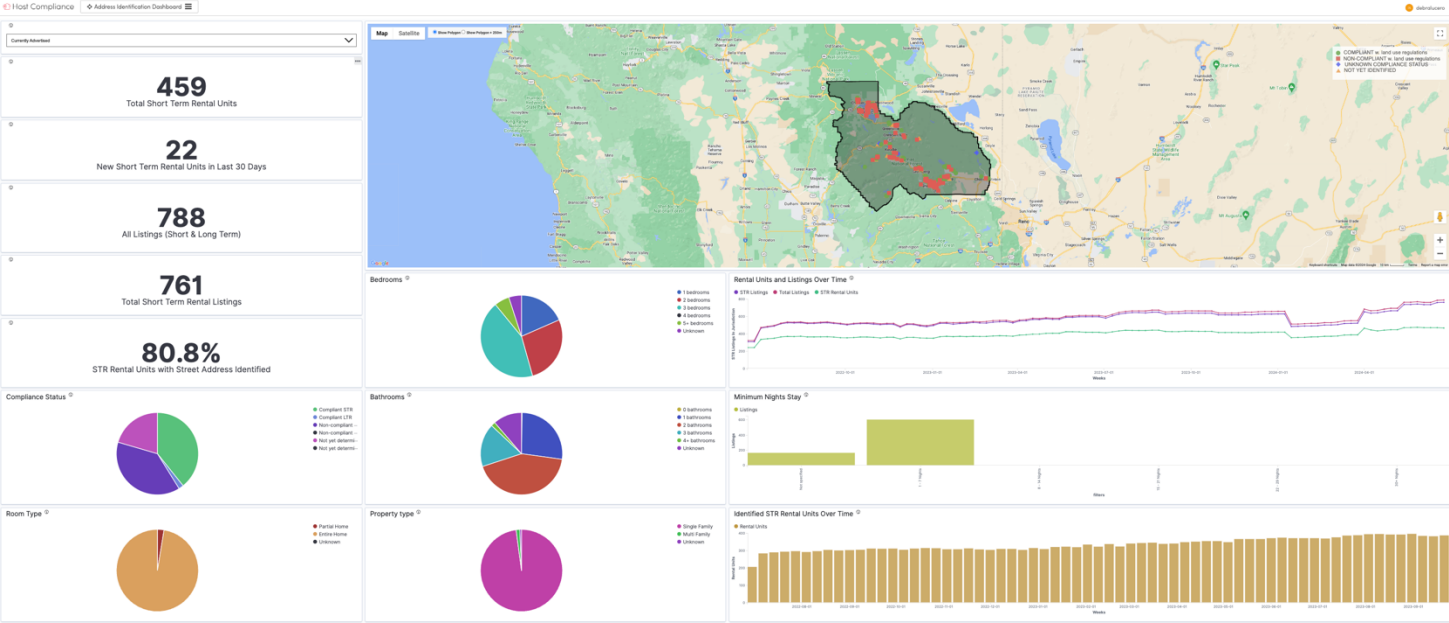
JULY 2, 2024

Monthly status report
Report for Plumas County, CA (Plumas County, CA) generated on July 2, 2024.
459 Properties in or near Plumas County, CA
371 Properties in or near Plumas County, CA with address identified
184 Compliant Short Term Rentals
180 Non-compliant properties
95 Properties with unknown compliance
211 Properties that have received letters since first mailing
108 Properties that have received letters and are now compliant
103 Properties that have received letters but are still non-compliant

AUGUST 2, 2024

Monthly status report
Report for Plumas County, CA (Plumas County, CA) generated on August 2, 2024.
470 Properties in or near Plumas County, CA
386 Properties in or near Plumas County, CA with address identified
188 Compliant Short Term Rentals
191 Non-compliant properties
91 Properties with unknown compliance
211 Properties that have received letters since first mailing
106 Properties that have received letters and are now compliant
105 Properties that have received letters but are still non-compliant

JULY 2, 2024



AUGUST 2024

