



**Board of Supervisors**

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

**AGENDA FOR REGULAR MEETING  
NOVEMBER 12, 2024 TO BE HELD AT 10:00 AM  
520 MAIN STREET, ROOM 308, QUINCY, CALIFORNIA**

**[www.countyofplumas.com](http://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**

Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Board is to attend in person or submit written comments as outlined below. Except for a noticed, teleconference meeting, the Board of Supervisors reserves the right to conduct the meeting without remote access if we are experiencing technical difficulties.

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](mailto: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. 2021 WILDFIRE RECOVERY OPERATIONS**

Report, update, and discussion by the County, Dixie Fire Collaborative, and others

#### **B. PLUMAS COUNTY BUSINESS AND ECONOMIC DEVELOPMENT**

Report and update on Dixie Fire Business and Economic Recovery efforts.

#### **C. US FOREST SERVICE**

Report and update.

#### **D. MUNIS HR/PAYROLL MODULE UPDATE**

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

**E. COUNTY TREASURER'S REPORT**

Report and update from County Treasurer regarding the assessing, collecting, safekeeping, management, or disbursement of public funds, including investment reporting and an investment policy.

**F. FINANCIAL/AUDIT REPORT**

Report from County Departments regarding the County's Financial and audit status.

**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'S OFFICE**

- 1) Approve and authorize Chair to ratify and sign an agreement between Plumas County Sheriff's Office and Ernest Brandvold, a Sole Proprietor, doing business as Quincy Auto Glass, to provide windshield repairs and replacements on an as-needed basis; effective November 1, 2024; not to exceed \$9,999.00; (General Fund Impact) as approved in FY24/25 recommended budget (various budgets); approved as to form by County Counsel.
- 2) Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Coates Inc., a California Corporation, dba Price Tire Center; effective November 20, 2024; not to exceed \$20,000.00; (General Fund Impact) as approved in recommended (FY24/25) budget (various budgets); approved as to form by County Counsel.

**B. FACILITY SERVICES & AIRPORTS**

- 1) Approve and authorize Chair to ratify and sign an agreement between Plumas County Facility Services & Airports and Folchi Logging & Construction, Inc. for as needed snow removal services at the Portola Memorial Hall; effective November 1, 2024; not to exceed \$5,000.00; General Fund impact; as approved in FY24/25 recommended budget 2081052 / 521900; approved as to form by County Counsel.
- 2) Approve and authorize Chair to sign an agreement between Plumas County Facility Services and Western States Fire Protection Company for the 2nd phase of replacement of failing fire suppression piping at the Annex building; effective November 12, 2024; not to exceed \$128,370.00; (General Fund Impact); as approved in recommended (FY24/25) budget (2012054/540110); approved as to form by County Counsel.

**C. PROBATION**

- 1) Approve and authorize Chair to sign an agreement between Plumas County Probation and the County of Placer, to provide youth detention facility services for juvenile offenders; effective November 1, 2024; not to exceed \$150,000.00; Potential General Fund Impact of up to \$20,000.00; as approved in recommended FY24/25 budget (2040053 / 530440); approved as to form by County Counsel.

**D. SOLID WASTE**

- 1) Approve and authorize Chair to sign an agreement between Plumas County Public Works and Vestra Resources, Inc. for landfill gas monitoring services; Effective January 1, 2025; Not to exceed \$27,324.00; No General Fund Impact; funds via Solid Waste Fund; approved as to form by County Counsel.

## **E. BEHAVIORAL HEALTH**

- 1) Approve and authorize Chair to ratify the signature of Debra Lucero, County Administrative Officer, on a Letter of Intent as noticed by the County of Plumas to NorCal Continuum of Care (CoC) – City of Redding (Lead Agency) to confirm, recognize, and support the action taken by the Plumas-Sierra Counties CoC Advisory Board that Plumas Crisis Intervention & Resource Center (PCIRC) will be utilizing Plumas County's HHAP 4 and HHAP 5 non-competitive allocations in the amounts of \$139,941.17 and \$158,593.88.

## **F. PUBLIC WORKS/ROAD DEPARTMENT**

- 1) **Informational Item:** Plumas County's new Jail project is complete and inmate occupancy took place on October 8, 2024; Director of Public Works will complete, execute, serve and Record the Notice of Completion.

## **G. PUBLIC HEALTH AGENCY**

- 1) Approve and authorize Plumas County Public Health Agency to recruit and fill, funded, and allocated, vacant one part-time FTE extra-help assistant cook position; due to resignation; (No General Fund Impact); funded by Senior Services.

## **H. COUNTY COUNSEL**

- 1) Approve and authorize Chair to sign amendment no. one (1) to agreement between Plumas County Counsel and Municipal Resource Group, LLC extending the term through November 21, 2025; (General Fund Impact) no additional impact at this time; approved as to form by County Counsel.

## **3. DEPARTMENTAL MATTERS**

### **A. SHERIFF'S OFFICE** - Todd Johns

- 1) Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Dana Safety Supply for the fixed asset purchase of two (2) fully outfitted marked patrol vehicles; total not to exceed \$145,618; (No General Fund Impact) as approved in (FY 24/25) budget; from state grant funds #7033154-541500 and #70356-541500; approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote**
- 2) Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Dana Safety Supply for the fixed asset purchase of one (1) fully outfitted unmarked vehicle; total not to exceed \$68,811; (No General Fund Impact) as approved in (FY 24/25) budget; from state grant #703874-541500; approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote**

### **B. HUMAN RESOURCES DEPARTMENT** - Debra Lucero

- 1) Adopt **RESOLUTION** to adopt an amended job description for the Clerk of the Board; (General Fund Impact) as approved in FY 2024/2025 recommended budget; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

### **C. HUMAN RESOURCES/RISK MANAGEMENT** - Debra Lucero, Travis Goings

- 1) Adopt **RESOLUTION** of the Board of Supervisors of the County of Plumas to approve Industrial Disability Retirement of Mr. Jesse W. Leiss; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

## **4. COUNTY ADMINISTRATIVE OFFICE - DEBRA LUCERO**

### **A. County Administrative Officer's Report**



## 5. **BOARD OF SUPERVISORS**

- A. Adopt a **RESOLUTION** of agreement by the Board of Supervisors of the County of Plumas adopting a Property Tax Transfer Agreement for Plumas County LAFCO File No. 2024-0001 Beckwourth Peak Fire Protection District Annexation of Eastern Plumas Rural Fire Protection District; approved as to form by County Counsel; discussion and possible action; **Roll Call Vote**.
- B. **CONTINUED DISCUSSION FROM NOVEMBER 5, 2024:** Property Assessed Valuation Tax Increases; the Board of Supervisors encourages the public to comment on this subject either in person or email at [public@plumascounty.com](mailto:public@plumascounty.com); discussion and possible staff direction.
- C. Review, pursuant to Government Code section 8630, **RESOLUTION No. 21-8601** and **RESOLUTION No. 21-8605** ratifying the Proclamations of County-Wide Local Emergency due to the Beckworth Complex, Dixie and Fly Fires; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.
- D. Review, pursuant to Government Code section 8630, **RESOLUTION No. 23-8767** ratifying the Proclamation of County-Wide Local Emergency due to the Plumas County Blizzard & Storm Events; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.

## E. **APPOINTMENTS**

- 1) California State Association of Counties - select a Delegate and Alternate for the 2025 CSAC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.
- 2) Representing California's Rural Counties - select a Delegate and Alternate for the 2025 RCRC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.
- 3) Golden State Finance Authority - select a Delegate and Alternate for the 2025 GSFA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.
- 4) Golden State Connect Authority - select a Delegate and Alternate for the 2025 GSCA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.
- 5) Rural Counties Environmental Services Joint Powers Authority - select a Delegate and Alternate for the 2025 ESJPA Board of Directors; currently Supervisor Goss, Public Works Director Rob Thorman, and Sean Graham Solid Waste; discussion and possible action.

## F. **CORRESPONDENCE**

## G. **WEEKLY REPORT BY BOARD MEMBERS OF MEETINGS ATTENDED, KEY TOPICS, PROJECT UPDATES, STANDING COMMITTEES AND APPOINTED BOARDS AND ASSOCIATIONS**

## 6. **CLOSED SESSION**

### **ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

- A. Personnel: Public Employee Performance Evaluation - Behavioral Health Director (Board Only)
- B. Personnel: Public Employee Performance Evaluation - County Administration Officer (Board Only)
- C. Personnel: Public Employee Performance Evaluation - Clerk of the Board (Board Only)
- D. 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
- E. Conference with Legal Counsel: Existing litigation - M.S. Doe, Plaintiff v County of Plumas, at al., Defendants, United States District Court, Eastern District Court of California, Case No. CV 2:24-CV-02640; pursuant to Government Code §54956.9 (d)(1).
- F. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code §54956.9 (Workers Compensation Case No. TIBY-600203/TIBV-600257)

**REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)**

**7. ADJOURNMENT**

Adjourned meeting to Tuesday, December 3, 2024, Board of Supervisors Room 308, Courthouse, Quincy, California



**PLUMAS COUNTY  
SHERIFFS DEPARTMENT  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Sarah Novak, Sheriff's Fiscal Officer

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Chair to ratify and sign an agreement between Plumas County Sheriff's Office and Ernest Brandvold, a Sole Proprietor, doing business as Quincy Auto Glass, to provide windshield repairs and replacements on an as-needed basis; effective November 1, 2024; not to exceed \$9,999.00; (General Fund Impact) as approved in FY24/25 recommended budget (various budgets); approved as to form by County Counsel.

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**Recommendation:**

Approve and authorize Chair to ratify and sign an agreement between Plumas County Sheriff's Office and Ernest Brandvold, a Sole Proprietor, doing business as Quincy Auto Glass, to provide windshield repairs and replacements on an as-needed basis; effective November 1, 2024; not to exceed \$9,999.00; (General Fund Impact) as approved in FY24/25 recommended budget (various budgets); approved as to form by County Counsel.

**Background and Discussion:**

Contract with Quincy Auto Glass to provide the Sheriff's Office with windshield repairs and replacements on an as-needed basis.

**Action:**

Approve and authorize Chair to ratify and sign an agreement between Plumas County Sheriff's Office and Ernest Brandvold, a Sole Proprietor, doing business as Quincy Auto Glass, to provide windshield repairs and replacements on an as-needed basis; effective November 1, 2024; not to exceed \$9,999.00; (General Fund Impact) as approved in FY24/25 recommended budget (various budgets); approved as to form by County Counsel.

**Fiscal Impact:**

(General Fund Impact) as approved in FY24/25 recommended budget (various budgets)

**Attachments:**

1. Quincy Auto Glass FINAL

## 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 Ernest Brandvold, a Sole Proprietor, doing business as Quincy Auto Glass (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 Nine Thousand nine Hundred and Ninety-Nine Dollars (\$9,999.00).
3. Term. The term of this agreement shall be from November 1, 2024, through October 31, 2025, unless terminated earlier as provided herein. County's Board of Supervisors hereby ratifies, and approves for payment, services provided by Contractor from November 1, 2024, to the date of approval of this Agreement by the Board of Supervisors.
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.

\_\_\_\_ COUNTY INITIALS

- 1 -

CONTRACTOR INITIALS \_\_\_\_

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. 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.

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. Business-to-Business Relationship. Contractor represents and warrants that Contractor is an individual acting as a sole proprietor, or a business entity formed as a partnership, limited liability company, limited liability partnership, or corporation ("business service provider") that customarily provides services of the same nature as the services provided for County under this Agreement. Contractor represents and warrants that Contractor advertises these services to and contracts with entities other than County. Contractor represents and warrants that Contractor maintains a separate business location and has all required business licenses and tax registration, if any, in order to perform services under this Agreement. Contractor shall have the right to set their own hours and location of work, consistent with the nature of the services provided under this Agreement. Contractor shall determine the method, means and manner of performance of, but not limited to, such matters as outlined in Exhibit "A" without restriction by County. County is interested only in the results to be achieved from Contractor's performance of the services. Contractor shall provide their own resources and equipment and direct their operation in all respects when necessary to perform these services. Notwithstanding this Agreement, Contractor shall have the right to provide the same or similar services to entities other than the County without restriction. County shall have no authority, control, or liability regarding Contractor's performance or activities before or after each instance that Contractor may perform under this Agreement. Contractor will at all times indemnify and hold County, and their respective agents, contractors and employees harmless from any and all claims, damages, liabilities and costs (including attorneys' fees) arising out of any material breach by Contractor of any representation, warrant or agreement made by Contractor hereunder or arising out of Contractor's services.
13. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
14. 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.
15. Choice of Law. The laws of the State of California shall govern this agreement.

16. 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.
17. 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.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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 Office  
County of Plumas  
1400 E. Main Street  
Quincy, CA 95971  
Attention: Sarah Novak

Contractor:

Quincy Auto Glass  
2410 East Main Street  
Quincy, CA 95971  
Attention: Ernest Brandvold



23. 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.
24. 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.
25. 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.
26. 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.

27. 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.
28. 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:**

Ernest Brandvold, a Sole Proprietor, dba  
Quincy Auto Glass

By: \_\_\_\_\_  
Name: Ernest Brandvold  
Title: Owner  
Date signed:

**COUNTY:**

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

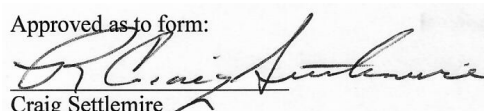
By: \_\_\_\_\_  
Name: Todd Johns  
Title: Sheriff/Coroner  
Date signed:

By: \_\_\_\_\_  
Name: Greg Hagwood  
Title: Chair, Board of Supervisors  
Date signed:

**ATTEST:**

By: \_\_\_\_\_  
Name: Allen Hiskey  
Title: Clerk of the Board of Supervisors  
Date signed:

Approved as to form:

  
Craig Settemire  
Counsel

## **EXHIBIT A**

### **Scope of Work**

1. Provide automotive windshield replacement and repair services on an as-needed basis upon request of the County.
2. All work shall be provided in accordance with industry standards for high-quality automotive windshield repairs.

\_\_\_\_ COUNTY INITIALS

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CONTRACTOR INITIALS \_\_\_\_

## **EXHIBIT B**

### **Fee Schedule**

1. Prices for windshields shall be list price less 20% per vehicle.
2. Urethane shall be charged at a flat rate of \$30 per vehicle.
3. Labor shall be charged at a flat rate of \$120 per vehicle.
4. Windshield repair (i.e. not requiring replacement) shall be charged at a flat rate of \$65 for the first repair, and \$10 for each additional repair being serviced at the same time.
5. County shall be provided with a written 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 listed on the written estimate authorized by the County. If at any time Contractor believes that repairs will cost more than the County-authorized written estimate, Contractor shall provide a revised written estimate to County and obtain County's authorization prior to continuing repairs.
6. Contractor shall be paid monthly 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  
SHERIFFS DEPARTMENT  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Sarah Novak, Sheriff's Fiscal Officer

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Coates Inc., a California Corporation, dba Price Tire Center; effective November 20, 2024; not to exceed \$20,000.00; (General Fund Impact) as approved in recommended (FY24/25) budget (various budgets); approved as to form by County Counsel.

---

**Recommendation:**

Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Coates Inc., a California Corporation, dba Price Tire Center; effective November 20, 2024; not to exceed \$20,000.00; (General Fund Impact) as approved in recommended (FY24/25) budget (various budgets); approved as to form by County Counsel.

**Background and Discussion:**

Contract to provide the Sheriff's Office with general automotive and tire repairs and services.

**Action:**

Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Coates Inc., a California Corporation, dba Price Tire Center; effective November 20, 2024; not to exceed \$20,000.00; (General Fund Impact) as approved in recommended (FY24/25) budget (various budgets); approved as to form by County Counsel.

**Fiscal Impact:**

(General Fund Impact) as approved in recommended (FY24/25) budget (various budgets)

**Attachments:**

1. Price Tire Center

## 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 Coates Incorporated, a California corporation, doing business as Price Tire Center (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 Thousand and 00/100 Dollars (\$20,000.00).
3. Term. The term of this agreement shall be from November 20, 2024, through November 19, 2025, 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

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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.

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. Business-to-Business Relationship. Contractor represents and warrants that Contractor is an individual acting as a sole proprietor, or a business entity formed as a partnership, limited liability company, limited liability partnership, or corporation ("business service provider") that customarily provides services of the same nature as the services provided for County under this Agreement. Contractor represents and warrants that Contractor advertises these services to and contracts with entities other than County. Contractor represents and warrants that Contractor maintains a separate business location and has all required business licenses and tax registration, if any, in order to perform services under this Agreement. Contractor shall have the right to set their own hours and location of work, consistent with the nature of the services provided under this Agreement. Contractor shall determine the method, means and manner of performance of, but not limited to, such matters as outlined in Exhibit "A" without restriction by County. County is interested only in the results to be achieved from Contractor's performance of the services. Contractor shall provide their own resources and equipment and direct their operation in all respects when necessary to perform these services. Notwithstanding this Agreement, Contractor shall have the right to provide the same or similar services to entities other than the County without restriction. County shall have no authority, control, or liability regarding Contractor's performance or activities before or after each instance that Contractor may perform under this Agreement. Contractor will at all times indemnify and hold County, and their respective agents, contractors and employees harmless from any and all claims, damages, liabilities and costs (including attorneys' fees) arising out of any material breach by Contractor of any representation, warrant or agreement made by Contractor hereunder or arising out of Contractor's services.
13. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
14. 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.
15. Choice of Law. The laws of the State of California shall govern this agreement.
16. 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.

17. 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.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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 Office  
County of Plumas  
1400 E. Main Street  
Quincy, CA 95971  
Attention: Sarah Novak

Contractor:

Price Tire Center  
73816 S. Delleker Road  
Portola, CA 96122  
Attention: Bob Price

23. 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.

24. 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.
25. 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.
26. 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.
27. 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.

28. 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:**

Coates Incorporated, dba Price Tire Center

By: \_\_\_\_\_

Name: Robert D. Price Jr.

Title: Chief Financial Officer

Date signed:

By: \_\_\_\_\_

Name: Robert Price

Title: Chief Executive Officer

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: Greg Hagwood

Title: Chair, Board of Supervisors

Date signed:

ATTEST:

By: \_\_\_\_\_

Name: Allen Hiskey

Title: Clerk, Board of Supervisors

Date signed:

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Deputy County Counsel

## **EXHIBIT A**

### **Scope of Work**

1. Provide general automotive repair on an as-needed basis upon request of the County. This includes, but is not limited to, the following:
  - a. Tires and tire repairs
  - b. Tire service in the field
  - c. Brake service
  - d. Bearing service
  - e. Alignments
  - f. Shocks
  - g. Suspension problems
  - h. Safety inspections
  - i. Lubrication and filter change and service
2. All work shall be provided in accordance with industry standards for high-quality automotive repairs.

## **EXHIBIT B**

### **Fee Schedule**

1. Labor shall be charged at a maximum of \$135.00 per hour.
2. Service call rate charges at a maximum of \$135.00 per hour.
3. Prices for tires quoted prior to installation.
4. LOF changes with inspection shall be charged at \$115.00 (all inclusive) for up to eight (8) quarts of oil, with no charge rotation with Les Schwab tires.
5. Tire rotation for SUV/Light Truck charged at \$36.00.
6. County shall be provided with a written 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 listed on the written estimate authorized by the County. If at any time Contractor believes that repairs will cost more than the County-authorized written estimate, Contractor shall provide a revised written estimate to County and obtain County's authorization prior to continuing repairs.
7. Contractor shall be paid monthly 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

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Nick Collin, Facilities Director

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Chair to ratify and sign an agreement between Plumas County Facility Services & Airports and Folchi Logging & Construction, Inc. for as needed snow removal services at the Portola Memorial Hall; effective November 1, 2024; not to exceed \$5,000.00; General Fund impact; as approved in FY2425 recommended budget 2081052 / 521900; approved as to form by County Counsel.

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**Recommendation:**

Approve and authorize Chair to ratify and sign an agreement between Plumas County Facility Services & Airports and Folchi Logging & Construction, Inc. for snow removal services at the Portola Memorial Hall.

**Background and Discussion:**

Folchi Logging & Construction, Inc. will provide snow removal services for the Portola Memorial Hall parking lot when the snow accumulation is 4" or more. Snow to be removed by 6 am Monday-Friday to allow the Plumas County Transit Bus to stay on schedule and by 9 am on weekends for any events that may be happening at the hall.

**Action:**

Approve and authorize Chair to ratify and sign an agreement between Plumas County Facility Services & Airports and Folchi Logging & Construction, Inc. for snow removal services at the Portola Memorial Hall.

**Fiscal Impact:**

This is an as-needed contract so General Fund will only be impacted if services are provided.

**Attachments:**

1. Folchi Logging & Construction, Inc.

### 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 **Dept. of Facility Services & Airports** (hereinafter referred to as "County"), and **Folchi Logging and Construction, Inc.**, a CA corporation (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 **Five Thousand and 00/100 dollars (\$5,000.00)**.
3. Term. The term of this agreement shall be from **November 1, 2024**, through **October 31, 2025**, unless terminated earlier as provided herein. County's Board of Supervisors hereby ratifies, and approves for payment, services provided by Contractor from November 1, 2024, to the date of approval of this Agreement by the Board of Supervisors.
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.

\_\_\_\_ COUNTY INITIALS

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CONTRACTOR INITIALS \_\_\_\_



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. 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

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CONTRACTOR INITIALS \_\_\_\_

- 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

\_\_\_\_ COUNTY INITIALS

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CONTRACTOR INITIALS \_\_\_\_

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.

\_\_\_\_ COUNTY INITIALS

- 4 -

CONTRACTOR INITIALS \_\_\_\_

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

Contractor:

Folchi Logging & Construction, Inc.  
79017 Brae Gate Road  
Portola CA 96122  
Attention: Anthony Folchi, CEO

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).

\_\_\_\_ COUNTY INITIALS

- 5 -

CONTRACTOR INITIALS \_\_\_\_

- 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:**

Folchi Logging and Construction, Inc., a CA corporation

By: \_\_\_\_\_  
Name: Anthony Folchi  
Title: CEO  
Date signed:

By: \_\_\_\_\_  
Name: Benjamin Folchi  
Title: CFO  
Date signed:

**COUNTY:**

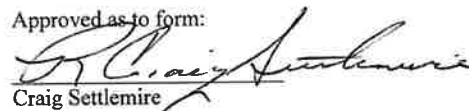
County of Plumas, a political subdivision of the State of California

By: \_\_\_\_\_  
Name: Greg Hagwood  
Title: Chair, Board of Supervisors  
Date signed:

**ATTEST:**

By: \_\_\_\_\_  
Name: Allen Hiskey  
Title: Clerk of the Board

Approved as to form:

  
Craig Settemire  
Counsel

\_\_\_\_ COUNTY INITIALS

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CONTRACTOR INITIALS \_\_\_\_

**EXHIBIT A**

**Scope of Work**

1. Provide equipment and operator for snow removal from the parking lot at the Portola Memorial Hall, Portola CA.
2. Snow shall be removed from the parking lot at the Portola Memorial Hall as needed when snow accumulation is 4 inches or more.
3. Contractor shall do their best to have snow removed from the parking lot at the Portola Memorial Hall by 6:00 am on weekdays and by 9:00 am on weekends.

\_\_\_\_ COUNTY INITIALS

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CONTRACTOR INITIALS \_\_\_\_

**EXHIBIT B**

**Fee Schedule**

1. It is understood and agreed between County and Contractor that, typically, snow removal from this property takes about one half-hour (30 minutes) but may take more time in more serious snow accumulation conditions.
2. Therefore, it is agreed that Contractor will bill County at the rate of \$112.50 per half-hour.
3. Services provided shall be invoiced monthly.
4. Payments are due net 30.

\_\_\_\_ COUNTY INITIALS

- 9 -

CONTRACTOR INITIALS \_\_\_\_





**PLUMAS COUNTY  
FACILITY SERVICES  
MEMORANDUM**

---

**TO:** Honorable Chair and Board of Supervisors  
**FROM:** Nick Collin, Facilities Director  
**MEETING DATE:** November 12, 2024  
**SUBJECT:** Approve and authorize Chair to sign an agreement between Plumas County Facility Services and Western States Fire Protection Company for the 2nd phase of replacement of failing fire suppression piping at the Annex building; effective November 12, 2024; not to exceed \$128,370.00; (General Fund Impact); as approved in recommended (FY24/25) budget (2012054/540110); approved as to form by County Counsel.

---

**Recommendation:**

Approve and authorize Chair to sign an agreement between Plumas County Facility Services and Western States Fire Protection Company

**Background and Discussion:**

The contract is for the 2nd phase of replacement of failing fire suppression piping in the Annex building.

**Action:**

Approve and authorize Chair to sign an agreement between Plumas County Facility Services and Western States Fire Protection Company

**Fiscal Impact:**

Direct impact to the general fund at completion of project.

**Attachments:**

1. 4158 FINAL

## Service 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** department (hereinafter referred to as "County"), and **API Group Life Safety USA, LLC**, a Minnesota Limited Liability Company dba **Western States Fire Protection Company** (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Phase 2, 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 **One Hundred Twenty-Eight Thousand Three Hundred Seventy and 00/100 Dollars (\$128,370.00)** (hereinafter referred to as the "Contract Amount"), unless the Contract Amount has been adjusted pursuant to Section 15 of this Agreement.
3. Term. The term of this Agreement shall be from **November 12, 2024**, through **June 30, 2025**, unless terminated earlier as herein provided.
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 other 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. 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 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 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 term 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. All insurance policies shall be endorsed to name the County, its officers, officials, employees, representatives and agents as additional insureds. Contractor's insurance 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. Contractors shall require that each of its subcontractors maintain insurance meeting all of the requirements of this section.

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 C16 Fire Protection contractor, issued by the State of California, No. 1092090.
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:



Department of Facility Services & Airports  
County of Plumas  
198 Andy's Way  
Quincy, CA 95971  
Attention: Nick Collin, Director

Contractor:

API Group Life Safety USA, LLC dba Western States Fire Protection Company  
1655 Marietta Way  
Sparks, NV 89431  
Attention: Sean McGuire

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. 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.
40. 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.
41. 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.
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.

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

CONTRACTOR:

API Group Life Safety USA, LLC dba  
Western States Fire Protection Company

By: \_\_\_\_\_  
Name: Nate Muzzi  
Title: Attorney-in-fact  
Date:

COUNTY:

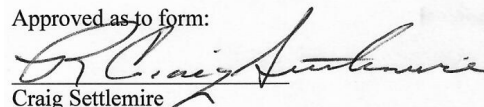
County of Plumas, a political subdivision of  
the State of California

By: \_\_\_\_\_  
Name: Greg Hagwood  
Title: Chair, Board of Supervisors  
Date:

ATTEST:

By: \_\_\_\_\_  
Name: Allen Hiskey  
Title: Clerk of the Board

Approved as to form:

  
Craig Settemire  
Counsel

## Exhibit A

### Scope of work Phase 2

Scope of work consists of replacing of the middle section of fire sprinkler system for the 1<sup>st</sup> floor wet System. The starting point will be at existing wet pipe system previously replaced on first floor, draining fire sprinkler system daily and returning to service every end of work shift.

This scope is for a direct replacement of the existing fire sprinkler piping in the middle section of the first floor and a section of the West End that has not already been replaced. This work is proposed to be completed outside of normal business hours. Attached are drawings that highlight the areas of work.

Mains and branch lines: Currently there have been multiple leaks over the past years and the sprinkler piping seems to have reached its useful life cycle. All piping that is to be replaced with be schedule 10 or thicker.

- DFS is to remove and replace all piping and sprinkler heads in designated areas per marked drawings. (attached)
- This is to include the fire sprinkler main line that runs through the area of work along with branch lines and arm overs.
- With replacement of all pipe and fittings the fire sprinkler heads will also be replaced with new ones. Per NFPA code when a fire sprinkler head is removed it shall be replaced with new.
- All the fittings will be replaced with new.
- All existing hangers are to remain in place and be reused.
- Pipe used on this project shall be black schedule 10 for 2 ½" and larger and schedule 40 steel for 2" and smaller as allowed by NFPA 13 and meeting ASTM A53, ASTM A795 or ASTM A135 standards.
- Piping to be concealed above areas with sheetrock and grid ceilings.

***Delta Fire Systems qualifies the following:***

- All work shall take place after hours Monday-Friday.
- All hangers are to remain and be reused.
- 

Work will take place at Plumas County Health and Human Services Building Located at  
270 County Hospital Rd. Quincy, Ca 95971

Exhibit B  
Terms of Payment

Terms of payment are net 30 days on 100% of Complete Design Drawings, 100% of materials onsite and percentage of square footage completed for labor on monthly progress billings with final completion payment within 30 days of contract completion.



## PLUMAS COUNTY PROBATION MEMORANDUM

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Keevin Allred, Chief Probation Officer

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Chair to sign an agreement between Plumas County Probation and the County of Placer, to provide youth detention facility services for juvenile offenders; effective November 1, 2024; not to exceed \$150,000.00; Potential General Fund Impact of up to \$20,000.00; as approved in recommended FY24/25 budget (2040053 / 530440); approved as to form by County Counsel.

---

**Recommendation:**

Approve and authorize Chair to sign an agreement between Plumas County Probation and the County of Placer, to provide youth detention facility services for juvenile offenders; effective November 1, 2024; not to exceed \$150,000.00; Potential General Fund Impact of up to \$20,000.00; as approved in recommended FY24/25 budget (2040053 / 530440); approved as to form by County Counsel.

**Background and Discussion:**

Due to periodic challenges related to finding space in detention facilities for Plumas County Youth, the Plumas County Probation Department is seeking to further expand its working relationship with nearby counties which have juvenile detention facilities available.

The County of Placer has agreed to maintain bed space within its Juvenile Detention Facility for Plumas to be utilized as needed or requested, at the determination of the Placer County Chief of Probation or designee. The term of this agreement will span from November 1, 2024, through October 31, 2025, at a rate of one-hundred twenty-five and 00/100 dollars (\$125.00) per twenty-four (24) hour period.

**Action:**

It is respectfully requested that the Board approve and authorize the Chair to sign an agreement between Plumas County Probation and the County of Placer to provide youth detention facility services for juvenile offenders.

**Fiscal Impact:**

Potential General Fund Impact of up to \$20,000.00 as approved in the FY24/25 recommended budget, in the event that other state grant funding be exhausted during the 2024-2025 fiscal year. Probation's primary state grant for juveniles, the Youthful Offender Block Grant, will absorb as much of the costs as possible during the fiscal year.

**Attachments:**

1. Placer County JDF Svcs Agreement FY24.25 - BOS Sig Req

AGREEMENT NO. \_\_\_\_\_

**Agreement between Placer County and Plumas County  
for Detainment of Plumas County Youth at the  
Placer County Juvenile Detention Facility**

This Agreement ("Agreement") is made and entered into effective as of the date this agreement is fully executed, by and between the County of Placer, a political subdivision of the State of California ("Placer") and the County of Plumas, a political subdivision of the State of California, ("Plumas").

**W I T N E S S E T H**

**WHEREAS**, Placer County has established a Juvenile Detention Facility designed for the temporary care of youth pursuant to Title 15 of the California Code of Regulations and detained in accordance with the provisions of the California Welfare and Institutions Code; and

**WHEREAS**, at its Juvenile Detention Facility, Placer can provide beds, as needed if space is available, on a short-term basis to court ordered detained and/or probation authorized Plumas County youth; and

**WHEREAS**, it is the intent of the parties hereto that the detainment of said youth(s) conforms with all applicable federal, state and local laws; and

**WHEREAS**, Placer is willing to provide beds to Plumas youth at Placer's per-diem rate of one hundred twenty-five dollars (\$125.00); and

**WHEREAS**, Placer is not providing secure track youth programming and vocational services via this Agreement, and

**NOW, THEREFORE**, Placer and Plumas agree as follows:

**1. SERVICES.**

A. Placer shall maintain beds in its Juvenile Detention Facility (JDF) for Plumas to utilize as needed/requested, if available, in full compliance with this Agreement. The beds may be provided as determined by the Placer County Chief Probation Officer or their designee.

B. All Plumas youth(s) accepted for detainment and placed in the Placer County JDF shall receive the same accommodations and services as provided to Placer youth(s) in accordance with federal, state, and local laws and regulations. Such services shall include facilitation of appropriate educational services, medical care, behavioral health care, and meals in accordance with applicable State regulations enumerated in Title 15, of the California Code of Regulations.

C. Placer may provide emergency medical services to Plumas youth(s) without prior authorization from Plumas.

D. Plumas County Probation Department staff shall be provided reasonable access to youth detained in the Placer County JDF in-person, by telephone, or by other electronic

means for conducting necessary department business for detained Plumas youth(s).

E. Plumas youth(s) are not eligible to participate in the Placer County Children's System of Care program, and therefore will not participate.

F. Plumas County Probation Department should provide support to Plumas youth(s) by meeting with them at least once per month, in-person or virtually, and provide Placer with a case plan specific to their youth's individual needs. If the Plumas youth is committed to the facility per their court, Plumas shall provide a detailed plan for transition/re-entry back to Plumas County.

G. Plumas County Probation Officers shall respond to Placer regarding any concerns for their youth within forty-eight (48) business hours in writing or in-person.

H. Plumas shall provide twenty-four (24) hour notice of scheduled appointments for Plumas youth. Placer may not be able to accommodate scheduled appointments if timely notice is not provided.

I. Plumas shall provide all court orders to Placer within twenty-four (24) hours of receipt.

## **2. TERM.**

A. The term of this agreement shall be November 1, 2024, through October 31, 2025. This Agreement, its terms and conditions, and authorized amendments may be renewed upon mutual written agreement of the parties. Plumas County's Board of Supervisors hereby ratifies, and approves for payment, services provided by Placer from November 1, 2024, to the date of approval of this Agreement by the Board of Supervisors.

B. This Agreement may be terminated at any time by either party upon thirty (30) days advance written notice to the other party.

C. This Agreement shall supersede any prior agreement(s) between the two parties with respect to the detainment of court ordered detained and/or probation approved youth(s) from Plumas.

## **3. PAYMENT.**

A. Board and Care: Plumas shall pay a maximum annual compensation amount of \$150,000 to Placer for the expenses of board and care for available bed space in the Placer County JDF. The payment amount shall be at the per diem rate as agreed to by Plumas and Placer of one hundred twenty-five dollars (\$125.00) for each twenty-four (24) hour day or portion thereof. The per diem rates set forth in this Agreement are subject to change by the Placer County Chief Probation Officer or their designee upon provision of thirty (30) days advance written notice to the Plumas County Chief Probation Officer of said change.

B. Legal Services: Plumas shall be solely responsible to ensure that Plumas youth(s) detained in the Placer County JDF by order of the Plumas County Juvenile Court receive



all legal services required by applicable law.

C. Writ of Habeas Corpus: In the event a petition for a writ of habeas corpus or similar proceeding is initiated by or on behalf of one or more Plumas youth(s) placed in the Placer County JDF, Plumas shall be fully responsible to respond to and defend this petition and shall defend, indemnify, and hold harmless Placer, its elected representatives, officers, employees, and agents from all expenses, damages, claims and allegations associated in any way with such a petition.

D. Medical and Psychological Services: Plumas shall pay for, or reimburse Placer for, the actual expenses of any necessary surgical, medical, psychological, dental care, prescription medications, or behavioral health care required by a Plumas youth placed at the Placer County JDF pursuant to this Agreement. To the extent permitted by law, Placer is hereby authorized, without the need for any further authorization by Plumas, to obtain such emergency medical, dental, and behavioral health care for Plumas youth(s) housed at the Placer County JDF, as determined necessary by the appropriate providers of these services at the Placer County JDF. All other medical, dental, and behavioral health care services shall also be the financial responsibility of Plumas but are subject to pre-authorization by the Plumas County Chief Probation Officer, or their designee. Plumas may bring any medication, if so prescribed, with the youth or the medication maybe provided by the parent(s) or guardian(s) of the youth. Plumas agrees to reimburse Placer for its actual costs should a Plumas youth be hospitalized and require supervision while hospitalized. Alternately, Plumas may provide staff to supervise their youth while hospitalized when needed.

E. Education: Education and schooling expenses are included in the per diem rate when Plumas youth(s) are placed in Placer County's JDF. Plumas shall fully reimburse Placer for any and all expenses of schooling or education provided by Placer on behalf of Plumas youth(s) pursuant to this Agreement to the extent that those expenses are not paid for by the State of California or are not otherwise included in the per diem rate.

F. Billing and Payments: Placer shall bill Plumas on a monthly basis. Plumas shall pay Placer within thirty (30) days after receiving notice of payment due.

#### **4. TRANSPORTATION.**

A. Plumas shall be responsible for providing transportation of the minor between Plumas and the Placer County JDF. In the event Plumas fails to provide transportation for a minor from Placer to Plumas within the timeframe requested by the Placer County Chief Probation Officer or their designee, then Placer shall transport the minor to Plumas and Plumas shall be responsible for payment of all expenses incurred by Placer for such transportation. To the extent that Placer transports more than one minor back to Plumas within a single month because of Plumas's failure to timely provide for transportation, Placer may elect to immediately terminate this Agreement and require Plumas to promptly remove all Plumas youth(s) housed at the Placer County JDF.

B. Placer shall provide routine transportation for each Plumas youth within Placer for the purposes of medical, behavioral health, dental, or other appropriate care. The expenses of such transportation are included in the per diem rate.

**5. REMOVAL OF YOUTH(S).**

Plumas shall promptly remove any Plumas youth(s) placed in the Placer County JDF upon sole determination of the Placer County Chief Probation Officer or their designee, that the effective operation of the Placer County JDF requires removal of the youth upon seventy-two (72) hour notice by Placer.

**6. PREA.**

Plumas understands and agrees that Placer is committed to providing a safe, humane, secure environment, free from sexual harassment. Placer maintains a zero tolerance for sexual abuse and sexual harassment in its institutions. This will be accomplished by maintaining a program to ensure education/prevention, detection, response, investigation and tracking of sexual misconduct. To the extent that the Prison Rape Elimination Act of 2003 (Federal Law 42 U.S.C. 1560 et seq.) [PREA] applies to this Agreement, whenever applicable, Plumas will comply with PREA and all applicable PREA standards, and California Division of Juvenile Justice (DJJ) policies and standards related to PREA for preventing, detecting, monitoring, investigating, and eradicating any form of sexual abuse and/or sexual harassment within Probation Facilities/Programs/Offices owned, operated or contracted. Plumas acknowledges that, in addition to "self-monitoring requirements", Placer will conduct announced or unannounced compliance monitoring to include "on-site" monitoring. Failure to comply with PREA, including PREA standards and policies, may result in termination of this Agreement.

**7. CONFIDENTIALITY.**

If Placer or Plumas receives any individually identifiable health information ("Protected Health Information" or "PHI"), Placer and Plumas shall maintain the security and confidentiality of such PHI as required by applicable laws and regulations, including the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the regulations promulgated thereunder. Notwithstanding the foregoing, Placer may comply with Public Records Act requests pursuant to Government Code Section 6250 et seq.

**8. HOLD HARMLESS AND INDEMNIFICATION.**

Placer County agrees to indemnify and hold harmless Plumas County, its employees, agents, elective and appointive boards, volunteers, elected officials and officers from and against any damages including expenses and attorney's fees arising out of negligent or intentional acts or omissions of Placer County, its employees, agents, elective and appointive boards, volunteers, elected officials and officers.

Plumas County agrees to indemnify and hold harmless Placer County, its employees, agents, elective and appointive boards, volunteers, elected officials and officers from and against any damages including expenses and attorney's fees arising out of negligent or intentional acts or omissions of Plumas County, its employees, agents, elective and appointive boards, volunteers, elected officials and officers.

This indemnification shall extend to claims, losses, damages, injury, and liability for injuries occurring after completion of Placer County services, as well as during the progress of rendering such services.

**9. INSURANCE.**

Insurance: It is agreed that Plumas and Placer shall each maintain, at all times during the performance of this Agreement, insurance coverage or self-insurance in the amounts of not less than the following to cover all of its operations. Specifically, but not limited to not less than One Million Dollars (\$1,000,000) General Liability, One Million Dollars (\$1,000,000) Automobile Liability, One Million Dollars (\$1,000,000) Workers' Compensation and One Million Dollars (\$1,000,000) professional liability (E&O).

**10. MODIFICATION.**

No modification or waiver of any provisions of the Agreement shall be effective unless such waiver or modification shall be in writing, signed by all parties, and then shall be effective only for the period and on the condition, and for the specific instance for which given.

**11. NOTICE.**

All notices and demands of any kind which either party may require or desire to serve on the other in connection with the Agreement must be served in writing either by facsimile, personal service or by first class mail and addressed to the party to be served as follows:

Placer County Probation  
Marshall Hopper, Chief Probation Officer  
2929 Richardson Drive, Suite B  
Auburn, CA 95603  
Phone: (530) 889-7915  
Fax: (530) 889-7993

Plumas County Probation  
Keevin Allred, Chief Probation Officer  
270 County Hospital Rd., Suite 128  
Quincy, CA 95971  
Phone: (530) 283-6200  
Fax: (530) 283-6165

**12. ENTIRETY OF AGREEMENT.**

- A. This Agreement constitutes the entire agreement between Placer and Plumas with respect to the subject hereof and supersedes all prior negotiations, representations, or agreements, whether written or oral. In the event of a dispute between the parties as to the language of this Agreement or the construction or meaning of any term hereof, this Agreement shall be deemed to have been drafted by the parties in equal parts so that no presumptions or inferences concerning its terms or interpretation may be construed against any party to this Agreement. In the event of a dispute between the parties, venue will be in the Superior Court of Placer County.
- B. Counterparts and Facsimile Signatures. This Agreement and any and all other documents or instruments referred to herein may be executed with counterpart signatures all of which taken together shall constitute an original without the necessity of all parties signing each document. This Agreement may also be executed by facsimile or other electronic signature, and such facsimile or electronic copies shall constitute enforceable original documents.

Dated: \_\_\_\_\_

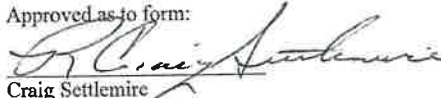
Approved as to form County of Placer

\_\_\_\_\_  
Julia M. Reeves, Deputy Placer County Counsel

Dated: 10/28/2024

Approved as to form County of Plumas

Approved as to form:

  
Craig Settemire  
Counsel

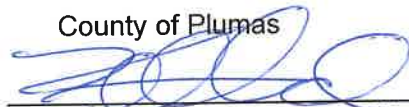
Dated: \_\_\_\_\_

County of Placer County

By \_\_\_\_\_  
Marshall Hopper, Chief Probation Officer

Dated: 10/29/24

County of Plumas

  
By \_\_\_\_\_  
Keevin Allred, Chief Probation Officer

Dated: \_\_\_\_\_

County of Plumas

By \_\_\_\_\_  
Greg Hagwood, Chair – Board of Supervisors

Dated: \_\_\_\_\_

Attest: County of Plumas

By \_\_\_\_\_  
Allen Hiskey, Clerk of the Board of Supervisors



## PLUMAS COUNTY SOLID WASTE MEMORANDUM

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Rob Thorman, Assistant Director of Public Works

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Chair to sign an agreement between Plumas County Public Works and Vestra Resources, Inc. for landfill gas monitoring services; Effective January 1, 2025; Not to exceed \$27,324.00; No General Fund Impact; funds via Solid Waste Fund; approved as to form by County Counsel.

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**Recommendation:**

The Director of Public Works respectfully recommend that the Board vote to authorize the Chair to sign the attached agreement, approved as to form by County Counsel. Not to exceed \$27,324.00.

**Background and Discussion:**

In March of 2022, Public Works entered a three-year contract with Vestra Resources for various Landfill gas monitoring and reporting duties at Plumas County's Solid Waste Facilities. With this contract set to expire on December 31, 2024, Public Works and Vestra staff agreed to move forward with a new three-year contract to cover gas monitoring tasks. The attached contract, approved as to form by County Counsel, establishes a three-year services agreement with Vestra Resources, not to exceed \$27,324.00. The source of funding for this contract is the Solid Waste Fund and does not involve Plumas County General Fund.

**Action:**

Approve and authorize Chair to sign an agreement between Plumas County Public Works and Vestra Resources, Inc. for landfill gas monitoring services; Effective January 1, 2025; Not to exceed \$27,324.00; No General Fund Impact; No General Fund impact, funds via Solid Waste Fund; approved as to form by County Counsel.

**Fiscal Impact:**

No General Fund impact. Funded via Solid Waste fund.

**Attachments:**

1. Plumas County\_Chester LFG Contract 2025-2027

## 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 **DEPARTMENT OF PUBLIC WORKS** (hereinafter referred to as “County”), and **VESTRA RESOURCES, INC.**, a California corporation (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-Seven Thousand Three Hundred and Twenty-Four Dollars (\$27,324.00).
3. Term. The term of this agreement shall be from January 1, 2025, through December 31, 2027, 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. 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.

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. Professional Services Contract. Contractor represents and warrants that Contractor customarily and regularly exercises discretion and independent judgment in the performance of the services, and that those services fall within those stated in California Labor Code section 2778. Contractor represents and warrants that Contractor maintains a separate business location and has all required business licenses and tax registration, if any, in order to perform services under this Agreement. Contractor shall have the right to set their own hours and location of work, consistent with the nature of the services provided under this Agreement. Contractor shall determine the method, means and manner of performance including, but not limited to, such matters as outlined in Exhibit "A" without restriction by County. County is interested only in the results to be achieved from Contractor's performance of the services Contractor shall provide their own resources and equipment and direct their operation in all respects when necessary to perform these services. Notwithstanding this Agreement, Contractor shall have the right to provide the same or similar services to entities other than County without restriction and holds themselves out to as available to perform the same type of work. County shall have no authority, control, or liability regarding Contractor's performance or activities before or after each instance, wherein, Contractor may perform under this Agreement. Contractor will at all times indemnify and hold County, and their respective agents, contractors and employees harmless from any and all claims, damages, liabilities and costs (including attorneys' fees) arising out of any material breach by Contractor of any representation, warrant or agreement made by Contractor hereunder or arising out of Contractor's services.
13. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
14. 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.
15. Choice of Law. The laws of the State of California shall govern this agreement.
16. 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.

17. 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.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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:

Department of Public Works  
County of Plumas  
1834 East Main Street  
Quincy, CA, 95971  
Attention: Robert Thorman, P.E., Director of Public Works; Sean Graham, Solid Waste Program Manager

Contractor:

Vestra Resources, Inc.  
5300 Aviation Drive  
Redding, CA, 96002  
Attention: Wendy Johnston, P.E., Vice President

23. 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.

24. 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.
25. 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.
26. 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.
27. 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.

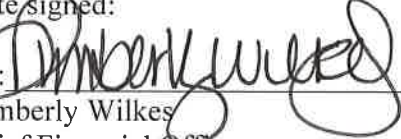
28. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.

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

**CONTRACTOR:**

Vestra Resources, Inc., a California corporation

By:   
Arthur Stackhouse  
Chief Executive Officer  
Date signed:

By:   
Kimberly Wilkes  
Chief Financial Officer  
Date signed:

**COUNTY:**

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

By: \_\_\_\_\_  
Greg Hagwood  
Chair, Board of Supervisors  
Date signed:

**ATTEST**

By: \_\_\_\_\_  
Allen Hiskey  
Clerk of the Board of Supervisors  
Date Signed:

Approved as to form:

  
Craig Settemire  
Counsel

**Exhibit “A”**  
**SCOPE OF WORK**  
**LANDFILL GAS MONITORING - CHESTER LANDFILL**  
**YEARS 2025-2027**

## **SCOPE OF WORK**

### **Task 1 Landfill Gas Monitoring**

Under the Landfill Gas Monitoring Plan submitted to CalRecycle in September 2010 and approved via email in November 2010, Plumas County is required to conduct quarterly monitoring of methane concentrations in Gas Probes GP-1 through GP-7. Under the original plan proposed to CalRecycle in April 2010, Monitoring Wells CL-1, CL-2, CL-4A, and CL-5 were to be monitored in lieu of installing additional gas probes. The original monitoring plan also proposed sampling only be performed annually. CalRecycle deemed this proposal inadequate and required the installation of additional gas probes (GP-4 through GP-7) and quarterly monitoring. Gas Probes GP-4 through GP-7 were installed in the summer of 2010. Gas Probes GP-1 through GP-3 are inoperable and have been removed from the monitoring program.

The updated Waste Discharge Requirements (WDR Order No. R5-2019-0072) issued by the Central Valley Regional Water Quality Control Board (RWQCB) for the Chester Landfill also require quarterly monitoring of Gas Probes GP-4 through GP-7. This monitoring includes field parameters methane, carbon dioxide, and oxygen along with volatile organic compounds (VOC). VESTRA submitted a monitoring reduction request on behalf of Plumas County to the RWQCB on June 1, 2024. In this request, we requested that the frequency of VOC sampling of landfill gas be reduced to annual due to the low landfill gas generation potential of the landfill. This was supported by VOC data and landfill gas generation modeling. The RWQCB concurred with the reduction request in a letter dated June 27, 2024. Sampling of the landfill gas probes for VOCs has thus been reduced to once per year with quarterly measurement of methane ongoing. The Cost Estimate (Exhibit “B”) includes the cost of one landfill gas VOC sampling event per year, plus one contingency event for a total of four VOC sampling events over the contract term. It also includes the cost of four landfill gas field measurement events, one of which will be performed concurrently with the annual landfill gas VOC sampling.

The methane concentration at Gas Probes GP-4 through GP-7 will be measured using an appropriately calibrated gas meter. Given the elevation of the site at 5100 feet, calibration immediately prior to analysis is necessary. The cost under this task includes the use of a portable gas meter supplied and operated by VESTRA. This is billed at a rate of \$50 per day, which covers wear and tear on the meter, calibration gas, and replacement of sensors. The estimated cost for this task assumes four site visits per year for the performance of quarterly landfill gas monitoring with one longer event per year to cover VOC monitoring. Travel time and mileage costs are also included in this estimate.

### **Task 2 Data Evaluation and Reporting**

The results of the methane monitoring will be submitted to the County along with field and calibration logs. It is our understanding that the County has been reporting these results directly to CalRecycle. Results are required to be submitted annually. Monitoring results will also be included in semi-annual and annual WDR monitoring reports submitted to the RWQCB.

### Task 3 Laboratory Analytical

As discussed under Task 1, the WDRs for the site originally required quarterly monitoring of the gas probes for VOCs. This has now been reduced with RWQCB concurrence to once per year. Because the RWQCB may request an additional VOC sampling event to confirm anomalous results, we have included a contingency sampling event and laboratory analytical cost in this estimate. This estimate thus includes the laboratory analytical costs associated with four VOC sampling events over the three-year term of this contract. The laboratory analytical costs are given in Table 1.

Table 1 LANDFILL GAS VOC ANALYSIS COST ESTIMATE					
Number of Events	Samples per Event	Constituents	Method	Unit Cost	Total
4	4	VOC Short List <sup>1</sup>	EPA TO-15	\$252	\$1,008
Total Estimated Cost					\$4,435 <sup>1</sup>
Notes:					
<sup>1</sup> Total includes standard ten percent industry markup on laboratory cost					

Landfill gas VOC samples will be submitted under chain-of-custody documentation to Eurofins Air Toxics of Folsom, California, a State and federally certified environmental analytical laboratory. Summa canisters and other sampling apparatus are supplied by the laboratory and are included in the costs summarized in Table 1.

### Task 4 Project Management

Project management activities generally include, but are not limited to, coordination of monitoring activities, discussions with Plumas County staff and regulatory agencies, and other professional support necessary to ensure compliance with relevant regulations.

**Exhibit “B”**  
**COST ESTIMATE**  
**LANDFILL GAS MONITORING - CHESTER LANDFILL**  
**YEARS 2025-2027 SCOPE OF WORK**

The estimated costs to complete the work are summarized in Table 1. Work will be performed on a time-and-materials basis at the rates shown in Exhibit “C” and according to the Project Schedule in Exhibit “D”.

Table 1 COST ESTIMATE				
Task No./ Description	Estimated Costs			2027
	2025	2026		
Task 1 Landfill Gas Monitoring				
Fieldwork – Sample Collection	\$3,200	\$3,300		\$3,400
Expenses (Including Meter Consumables and Mileage)	\$620	\$620		\$620
Task 1 - Subtotal	\$3,820	\$3,920		\$4,020
Task 2 Data Evaluation and Reporting				
Annual Landfill Gas Monitoring Report	\$3,400	\$3,500		\$3,600
Task 2 - Subtotal	\$3,400	\$3,500		\$3,600
Task 3 Laboratory Analytical				
Laboratory VOC Analysis (Two Events During Contract Term)	\$1,008	\$1,008		\$1,008
Task 3 - Subtotal	\$1,008	\$1,008		\$1,008
Task 4 Project Management				
Project coordination, planning, correspondence, and regulatory interaction	\$660	\$680		\$700
Task 4 - Subtotal	\$660	\$680		\$700
Fiscal Year Totals	\$8,888	\$9,108		\$9,328
Notes:				
Costs presented are estimated costs and may vary based on responses from the governmental agencies or parameters outside of VESTRA's control. The work will be performed on a time-and-materials basis at the rates shown in the attached VESTRA 2024 Rate Schedule. Additional activities and/ or requirements requested by the client or outside agencies will be addressed by a contract addendum at that time.				

Exhibit "C"  
**RATE SCHEDULE**  
**LANDFILL GAS MONITORING - CHESTER LANDFILL**  
**YEARS 2025-2027**



Staff Classification	Per Hour
<b>Environmental Services</b>	
Environmental Technician	\$85.00 - \$95.00
Environmental Scientist	\$110.00 - \$130.00
Regulatory Compliance Specialist	\$110.00 - \$130.00
Environmental GIS Analyst	\$110.00 - \$130.00
Environmental GIS Specialist	\$125.00 - \$155.00
Associate Geologist	\$110.00 - \$130.00
Associate Hydrologist	\$110.00 - \$130.00
Regulatory Biologist	\$105.00 - \$120.00
Senior Biologist	\$120.00 - \$150.00
Senior Environmental Scientist	\$105.00 - \$150.00
Senior Regulatory Compliance Specialist	\$140.00 - \$180.00
Professional Geologist	\$140.00 - \$200.00
Professional Hydrologist	\$140.00 - \$200.00
Project Manager	\$140.00 - \$190.00
Senior Project Manager	\$165.00 - \$230.00
Senior Consultant	\$165.00 - \$230.00
Principal Consultant	\$165.00 - \$230.00
<b>Engineering Services</b>	
Engineering Technician	\$55.00 - \$100.00
Associate Engineer	\$105.00 - \$150.00
Professional Land Surveyor	\$150.00 - \$180.00
Senior Engineer	\$160.00 - \$230.00
Survey Crew	\$190.00 - \$230.00
GPS Survey	\$190.00
<b>Administration</b>	
Admin Clerk/ Document Production Technician	\$40.00 - \$65.00
Admin Supervisor I/ Document Production Supervisor	\$75.00 - \$100.00
<b>Equipment Classification Rates</b>	
Small Format Color Printer – Color Copies	\$1.00/copy
Small Format Color Printer – Black & White	\$0.50/copy
Small Format Black & White Printer	\$0.15/copy
<b>Per Diem/Travel Expenses*</b>	
Vehicle Mileage*	\$0.67 - \$0.77

\* **Travel Expenses:** Billed as direct reimbursement plus 15% or the Federal Per Diem rate as required by contract.

**Overtime:** Days exceeding 8 hours will result in higher bill-out rates not to exceed the ranges for the above categories.

**Subcontractors:** Billed as direct reimbursement plus 15%.

**Terms:** Due and Payable upon Receipt; 1 ¼% per month (21% per annum) finance charge will be added to any balance 30 days past due.



**Exhibit "D"**  
**PROJECT SCHEDULE**  
**LANDFILL GAS MONITORING - CHESTER LANDFILL**  
**YEARS 2025-2027**

Year 1 (Calendar Year 2025)

- Landfill Gas Monitoring
  - Landfill gas analysis (Four events, once per quarter)
  - Four days multi-gas meter usage including consumables
  - One VOC sampling event in September
- Preparation and submittal of annual LFG monitoring report to CalRecycle
  - Due January 31
  - Data also included in semi-annual WDR reports
  - Data submitted to County as requested

Year 2 (Calendar Year 2026)

- Landfill Gas Monitoring
  - Landfill gas analysis (Four events, once per quarter)
  - Four days multi-gas meter usage including consumables
  - One VOC sampling event in September
- Preparation and submittal of annual LFG monitoring report to CalRecycle
  - Due January 31
  - Data also included in semi-annual WDR reports
  - Data submitted to County as requested

Year 3 (Calendar Year 2027)

- Landfill Gas Monitoring
  - Landfill gas analysis (Four events, once per quarter)
  - Four days multi-gas meter usage including consumables
  - One VOC sampling event in September
- Preparation and submittal of annual LFG monitoring report to CalRecycle
  - Due January 31
  - Data also included in semi-annual WDR reports
  - Data submitted to County as requested



## PLUMAS COUNTY BEHAVIORAL HEALTH DEPARTMENT MEMORANDUM

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Che Shannon, Management Analyst II

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Chair to ratify the signature of Debra Lucero, County Administrative Officer, on a Letter of Intent as noticed by the County of Plumas to NorCal Continuum of Care (CoC) – City of Redding (Lead Agency) to confirm, recognize, and support the action taken by the Plumas-Sierra Counties CoC Advisory Board that Plumas Crisis Intervention & Resource Center (PCIRC) will be utilizing Plumas County’s HHAP 4 and HHAP 5 non-competitive allocations in the amounts of \$139,941.17 and \$158,593.88.

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### **Recommendation:**

Approve and authorize Chair to ratify the signature of Debra Lucero, County Administrative Officer, on a Letter of Intent as noticed by the County of Plumas to NorCal Continuum of Care (CoC) – City of Redding (Lead Agency) to confirm, recognize, and support the action taken by the Plumas-Sierra Counties CoC Advisory Board that Plumas Crisis Intervention & Resource Center (PCIRC) will be utilizing Plumas County’s HHAP 4 and HHAP 5 non-competitive allocations in the amounts of \$139,941.17 and \$158,593.88.

### **Background and Discussion:**

The Homeless Housing, Assistance and Prevention (HHAP) grants are administered by the California Interagency Council on Homelessness (Cal ICH), in partnership with the Department of Housing and Community Development (HCD) and were established for the purpose of organizing and deploying homelessness programs and resources to sustain existing federal, state, and local investments towards long-term sustainability of permanent housing and supportive services. The general purpose of the HHAP 4 and HHAP 5 programs are to (1) reduce homelessness by expanding or developing local capacity to address immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing and (2) continue to build on regional coordination developed through previous rounds of HHAP funding (California Health and Safety Code Sec. 50230 et seq.). On September 24, 2024, the Plumas-Sierra Counties Continuum of Care (CoC) Advisory Board took action with a unanimous motion to approve Plumas Crisis Intervention & Resource Center (PCIRC) to receive a portion of the Plumas County’s HHAP 4 (PCIRC – \$139,941.17) and HHAP 5 (PCIRC – \$158,593.88) non-competitive allocation funding to support the eligible activity of “operating subsidies” for the North Star Navigation Center located in Quincy, Plumas County. The North Star Navigation Center will provide immediate emergency shelter and transitional housing services to individuals and families in need in both Plumas and Sierra counties that are homeless, chronically homeless, transitioning offenders, the Housing and Disability Advocacy Program (HDAP) for seniors and/or disabled, and former foster youth. The main building includes a 21-bed capacity emergency shelter with congregate beds and non-congregate bedrooms, associated congregate and non-congregate bathrooms, day-use room areas, a kitchen and dining room providing three meals per day, administrative offices for staff, and storage. Further, the associated Ohana Village will offer transitional housing that includes 26 detached cabins ranging in size from studio units, 1 bedroom-unit, and 2 bedroom-units, including accessible units. Supportive service staffing will be 24 hours a day, 7 days a week and will include a Navigation Center Manager, a Housing Navigator, Behavioral Health Counselor, an Alcohol and Drug Counselor, HDAP Disability Advocate, and Grief Recovery Specialist with the primary purpose to bringing all activities in-house and on-site. Educational opportunities and training will be provided to North Star Navigation Center residents, including money management, life skills, parenting education, 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, and developing a 'systems change' in how Plumas County addresses homelessness for its most vulnerable residents.

**Action:**

Respectfully request the Board of Supervisors to receive an informational item, the Letter of Intent signed by Debra Lucero, County Administrative Officer, as notice by the County of Plumas to NorCal Continuum of Care (CoC) – City of Redding (Lead Agency) to confirm, recognize, and support the action taken by the Plumas-Sierra Counties CoC Advisory Board that Plumas Crisis Intervention & Resource Center (PCIRC) will be utilizing Plumas County's HHAP 4 and HHAP 5 non-competitive allocations in the amounts of \$139,941.17 and \$158,593.88, respectively.

**Fiscal Impact:**

No Impact on the General Fund

**Attachments:**

1. Plumas LetterIntent\_HHAP4\_HHAP5\_Allocation\_PCIRC\_10.28.24



## **PLUMAS COUNTY ADMINISTRATIVE OFFICER**

DEBRA LUCERO

530-283-6446

[debralucero@countyofplumas.com](mailto:debralucero@countyofplumas.com)

**October 28, 2024**

NorCal Continuum of Care  
c/o Shawwna Flanigan  
Associate Project Coordinator  
City of Redding Housing Department  
777 Cypress Avenue  
Redding, CA 96001  
530-225-4299

**SENT VIA EMAIL:** [sflanigan@cityofredding.org](mailto:sflanigan@cityofredding.org)

**RE: Letter of Intent  
Homeless Housing, Assistance and Prevention (HHAP) Grant  
Round 4 and Round 5  
Non-Competitive County of Plumas Allocations**

Dear Ms. Flanigan,

The Homeless Housing, Assistance and Prevention (HHAP) grants are administered by the California Interagency Council on Homelessness (Cal ICH), in partnership with the Department of Housing and Community Development (HCD) and were established for the purpose of organizing and deploying homelessness programs and resources to sustain existing federal, state, and local investments towards long-term sustainability of permanent housing and supportive services.

The general purpose of the HHAP 4 and HHAP 5 programs are to (1) reduce homelessness by expanding or developing local capacity to address immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing and (2) continue to build on regional coordination developed through previous rounds of HHAP funding (California Health and Safety Code Sec. 50230 et seq.).

**Plumas County's HHAP 4 non-competitive allocation funding: \$163,377.32**

**Plumas County's HHAP 5 non-competitive allocation funding: \$184,869.66**

On September 24, 2024, the Plumas-Sierra Counties Continuum of Care (CoC) Advisory Board took action with a unanimous motion to approve Plumas Crisis Intervention & Resource Center (PCIRC) to receive a portion of the Plumas County's HHAP 4 and HHAP 5 non-competitive allocation funding to support the eligible activity of "operating subsidies" for the North Star Navigation Center located in Quincy, Plumas County.

Enclosed are the meeting minutes of September 24, 2024, for reference.

This letter of intent serves as notice by the County of Plumas to NorCal CoC – City of Redding (Lead Agency) to confirm, recognize, and support the action taken by the Plumas-Sierra Counties CoC Advisory Board that PCIRC will be utilizing Plumas County's HHAP 4 and HHAP 5 non-competitive allocations.

**Plumas County HHAP 4 Non-Competitive Allocation**

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TOTAL: \$163,377.32

City of Redding 7% Grant Administration – \$11,436.41

CoC Joint Project – \$11,999.74

PCIRC – \$139,941.17

**Plumas County HHAP 5 Non-Competitive Allocation**

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TOTAL: \$184,869.66

City of Redding 7% Grant Administration – \$12,940.88

CoC Joint Project – \$13,334.90

PCIRC – \$158,593.88

The North Star Navigation Center will provide immediate emergency shelter and transitional housing services to individuals and families in need in both Plumas and Sierra counties that are homeless, chronically homeless, transitioning offenders, the Housing and Disability Advocacy Program (HDAP) for seniors and/or disabled, and former foster youth. The main building includes a 21-bed capacity emergency shelter with congregate beds and non-congregate bedrooms, associated congregate and non-congregate bathrooms, day use room areas, a kitchen and dining room providing three meals per day, administrative offices for staff, and storage. Further, the associated Ohana Village will offer transitional housing that includes 26 detached cabins ranging in size from studio units, 1 bedroom-units, and 2 bedroom-units including accessible units. Supportive service staffing will be 24 hours a day, 7 days a week and 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 training will be provided to North Star Navigation Center residents including money management, life skills, parenting education, 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.

Please feel free to contact me should you have any questions.

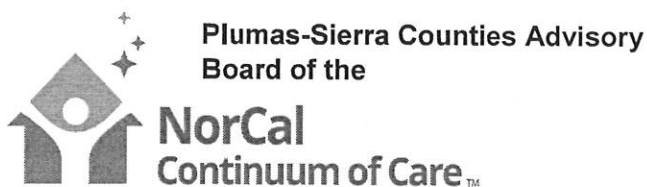
Sincerely,



Debra Lucero, County Administrative Officer

Cc: Plumas County Board of Supervisors Engel, Ceresola, McGowan, Hagwood, and Goss  
Plumas County Board Clerk, Allen Hiskey  
Plumas County Behavioral Health Director, Sharon Sousa  
PCIRC Executive Director, Kate Rahmeyer

Enclosure: September 24, 2024, the Plumas-Sierra Counties CoC Advisory Board Meeting  
Minutes



**Plumas-Sierra Counties CoC  
Advisory Board Meeting  
Meeting Minutes  
09/24/2024  
10:00am**

**Chair: Sharon Sousa  
Vice Chair: Cathy Rahmeyer  
Secretary: Kristen Quade  
Membership Director: Sheryll Prinz-McMillan  
At-Large: Ashley Achter**

*The Plumas-Sierra Counties CoC Advisory Board welcomes you to its meetings,  
which are regularly held on the fourth Tuesday of each month at 10:00AM.  
Your interest is encouraged and appreciated,  
and you can attend either in-person at the locations below, or virtually.*

**In-Person: 591 Main Street, Quincy (Plumas Crisis Intervention & Resource Center)  
706 Mill Street, Loyalton (Sierra County Wellness Center)**

**Virtually:** Zoom meeting

<https://us06web.zoom.us/j/83954985154?pwd=QcOrptdleVMCLjBwU2vKqF9E7nkemb.1>

Meeting ID: 839 5498 5154 - Passcode: 807403

**Or call in (audio only)**

[+1 469-262-1742](tel:+14692621742)

Phone Conference ID: 269 302 706#



**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.*

- 1. Call to Order/Establish Quorum Roll Call**
- 2. Additions to or Deletions from the Agenda:**
- 3. Introductions**



#### 4. Public Comments

Members of the public will have the opportunity to address the Advisory Board on any issue within the jurisdiction of the Board. Speakers will be limited to 3 minutes.

#### 5. Approval of Meeting Minutes from 07/23/2024. 08/27/2024 was cancelled.

Sharon Sousa made a motion to approve the minutes from the 07/23/2024 meeting. Cathy Rahmeyer seconded the motion. Minutes approved as presented.

#### 6. Discussion

##### A. NorCal CoC Executive Board Meeting Updates (Plumas and Sierra Counties)

Cathy Rahmeyer and Robert Szopa of Sierra County to report

- i. **PIT Administrator – 2025 PIT Count:** PCIRC applied to be the PIT Administrator for NorCal CoC and was awarded the contract. PCIRC contracted with Ryan Bonk of Molon Labe Consulting to assist with this process. Cathy Rahmeyer and Kristen Quade will collaborate on this team. The timeframe for preparation for PIT will be important to this new process and will allow the CoC to get a head start on the 2025 count. PIT team training will be scheduled in the near future for all partners. The 2025 PIT will include a full count this year encompassing both sheltered and unsheltered homeless. The PIT Admin team will be reviewing the current HUD guidelines and creating updated forms. PCIRC will coordinate with the Counting Us app developers to ensure forms match app and that all HMIS programs match. Extra effort will be made to offer giveaways for survey participants. The count night is January 21, 2025. Future funding is continually based on annual PIT counts for each county.
- ii. **Governance Volunteers for Plumas/Sierra County:** Nor Cal CoC is still asking for volunteers, if there is anyone who would like to assist in working through a great deal of language and documents. There will be another survey document coming out to gather input on the concept of downsizing the 7-county continuum as it is difficult to manage and sustain a geographic area of this size.
- iii. **HHAP 4 and HHAP 5 CoC Plumas/Sierra Allocations:** Plumas County is working on a letter authorizing PCIRC to receive county allocations for HHAP 4 and 5. Sierra is also working on drafting a letter for PCIRC to accept these funds as well.
  1. **HHAP 4 Plumas County Allocations: \$139,941.17**
  2. **HHAP 4 Plumas County Allocations: \$158,593.88**

#### 7. New Business/Action Items

- A. Addressing Homelessness: PCIRC is close to completion of the North Star Navigation Center. PCIRC is hoping for a November 15, 2024 open date.
- B. New Member Applications: Kristen Quade will send an application to Robert Szopa in Sierra County (alternate for Sheryll).
- C. HHAP 4 & HHAP 5 board approval for PCIRC to receive funds. These funds are HHAP 4: \$139,941.17, and HHAP 5 \$158,593.88. Cathy Rahmeyer advised that these funds will be utilized for operating subsidies for the North Star Navigation Center. Sharon Sousa made a motion for PCIRC to accept these funds on behalf of Plumas County. Ashley Achter seconded the motion. Motion passed as presented.
- D. CoC link on agenda is permanent and will not change from month to month.



**8. Committee Appointments:** None at this time.

**9. Requests for Letters of Support:** None at this time

**10. Committee/Workgroup Updates**

A. PIT Committee: Next meeting is scheduled for October 15, 2024. Draft survey forms will be introduced during this meeting and reviewed by the committee.

B. HMIS/CEP Committee: United Way of Northern California is the HMIS Lead Agency. They are working on updating the data inaccuracies left by Shasta County. The next meeting will be on Monday October 21, 2024. This committee is working on updating the VI-SPDAT survey.

**11. Agency Updates:**

**Plumas County Behavioral Health:** Sharon advised that the agency has some funding through MHSA and through PLHA grant (use it or lose it) this year because of uncertainty of rollover from BHSA in 2026. Housing committee meetings are happening and have generated additional consideration on how to best spend funds. At the next Behavioral Health Commission meeting there will be a sub-committee looking for possible housing sites. The committee is considering tiny homes vs apartment complexes of which a 32-unit is the smallest for consideration. Suggested building in Greenville area (PDH has land) for developers to use. That was not met with great enthusiasm.

**Sierra:** Robert Szopa advises that Nevada County is looking to purchase a hotel/motel or apartment complex in Truckee to partner with Sierra County as transitional housing. PCIRC has been very helpful and Robert states he is looking forward to this collaboration.

**12. County Updates:** None at this time.

**13. Discussion Items for Next Meeting**

**14. Adjournment**

**Next Meeting: 10/22/2024 (10:00AM)**

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec.12132), and the federal rules and regulations adopted in implementation thereof.

**The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.**



**PLUMAS COUNTY  
PUBLIC WORKS DEPARTMENT  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors  
**FROM:** Rob Thorman, Assistant Director of Public Works  
**MEETING DATE:** November 12, 2024  
**SUBJECT:** Informational Item: Plumas County's new Jail project is complete and inmate occupancy took place on October 8, 2024; Director of Public Works will complete, execute, serve and Record the Notice of Completion.

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**Recommendation:**

The Sheriff's Department and Public Works Director are bringing the Notice of completion for the New Jail to the Board of Supervisors as an informational item.

**Background and Discussion:**

The new jail construction has been completed with inmate occupancy taking place on October 8, 2024. Attached is new Jail Construction project Notice of Completion that will be completed and filed with the Records office. Resolution 24-8948 adopted September 10, 2024, and the facility sublease authorizes the Director of Public Works to execute documents including this Notice of Completion. A fully executed copy of the Notice of Completion once recorded will be sent to BSCC to meet their requirements.

**Action:**

Informational Item that Public Works Director will sign the Notice of Completion for New Jail; No General Fund Impact; Approved as to form by County Counsel.

**Fiscal Impact:**

No General Fund impact.

**Attachments:**

1. Jail notice-of-completion

Recording requested by (name):

When recorded mail to  
and mail tax statements to:

Recorder's Use Only

## NOTICE OF COMPLETION

### Declaration of Exemption From Gov't Code § 27388.1 Fee

- ☐ Transfer is exempt from fee per GC § 27388.1(a)(2):
- ☐ recorded concurrently "in connection with" transfer subject to DTT
  - ☐ recorded concurrently "in connection with" a transfer of residential dwelling to an owner-occupier
- ☐ Transfer is exempt from fee per GC 27388.1(a)(1):
- ☐ Fee cap of \$225.00 reached ☐ Not related to real property

NOTICE IS HEREBY GIVEN:

1. That the interest or estate stated in paragraph 3 herein in the real property herein described is owned by

2. That the full name and address of the owner of said interest or estate, if there is only one owner, and the full names and addresses of all the co-owners who own said interest or estate as tenants in common, as joint tenants, or otherwise, if there is more than one owner, are set forth in the preceding paragraph.

3. That the nature of the title of stated owner, or if more than one owner, then of the stated owner and co-owners is: \_\_\_\_\_ (e.g. fee leasehold, joint tenancy, etc.).

4. That on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, a work of improvement on the real property herein described was completed.

5. That the name of the original contractor, if any, for said work of improvement was: \_\_\_\_\_

6. That the name and address of the transferor is: \_\_\_\_\_

7. That the real property herein referred to is situated in the City of \_\_\_\_\_, County of \_\_\_\_\_, State of California and is described as follows:

Date: \_\_\_\_\_, 20\_\_\_\_

Owner

By \_\_\_\_\_

Owner's Agent

### VERIFICATION

I, \_\_\_\_\_, state: I am the \_\_\_\_\_ ("Owner", "President", "Authorized Agent", "Partner", etc.) of the owner identified in the foregoing Notice of Completion. I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing to true and correct.

Executed on \_\_\_\_\_, 20\_\_\_\_ (date), at \_\_\_\_\_ (City), \_\_\_\_\_ (State).

Signature of Owner or Owner's Authorized Agent

## PROOF OF SERVICE DECLARATION

I, \_\_\_\_\_, declare that I served copies of the above NOTICE OF COMPLETION, (check appropriate box):

- ☐ a. By personally delivering copies to \_\_\_\_\_  
(name(s) and title(s) of person served at \_\_\_\_\_  
(address) on \_\_\_\_\_, 20\_\_\_\_ (date), at \_\_\_\_\_ (time).
- ☐ b. By Registered or Certified Mail, Express Mail, or Overnight Delivery by an express service carrier, addresses to each of the parties at the address shown above on \_\_\_\_\_ (date).
- ☐ c. By leaving the notice and mailing a copy in the manner provided in §415.20 of the California Code of Civil Procedure for service of Summons and Complaint in a Civil Action.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_, 20\_\_\_\_ (date), at \_\_\_\_\_ (City), \_\_\_\_\_ (State).

\_\_\_\_\_  
(Signature Person Making Service)

## ACKNOWLEDGMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
County of \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_  
(insert name and title of the officer)

personally appeared \_\_\_\_\_  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

**(Seal)**

Signature \_\_\_\_\_



**PLUMAS COUNTY  
PUBLIC HEALTH AGENCY  
MEMORANDUM**

---

**TO:** Honorable Chair and Board of Supervisors

**FROM:** Audrey Rice, Management Analyst I

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Plumas County Public Health Agency to recruit and fill, funded, and allocated, vacant one part-time FTE extra-help assistant cook position; due to resignation; (No General Fund Impact); funded by Senior Services.

---

**Recommendation:**

The Director of the Public Health Agency respectfully recommends that the Board of Supervisors authorize the Department to fill the vacancy of one (1) extra help Assistant Cook for the Senior Nutrition program at the Chester site.

**Background and Discussion:**

Due to the resignation of the previous extra help assistant cook, a new assistant cook will need to be hired at the Chester site.

The department is requesting that you fill this vacancy.

**Action:**

Approve and authorize Plumas County Public Health Agency to recruit and fill, funded, and allocated, vacant one part-time FTE extra-help assistant cook position; due to resignation; (No General Fund Impact); funded by Senior Services.

**Fiscal Impact:**

(No General Fund Impact) (Seniors)

**Attachments:**

1. Critical Staffing Request Asst Cook 7\_26\_22
2. Senior Services
3. Assistant Cook\_202210141608507573

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

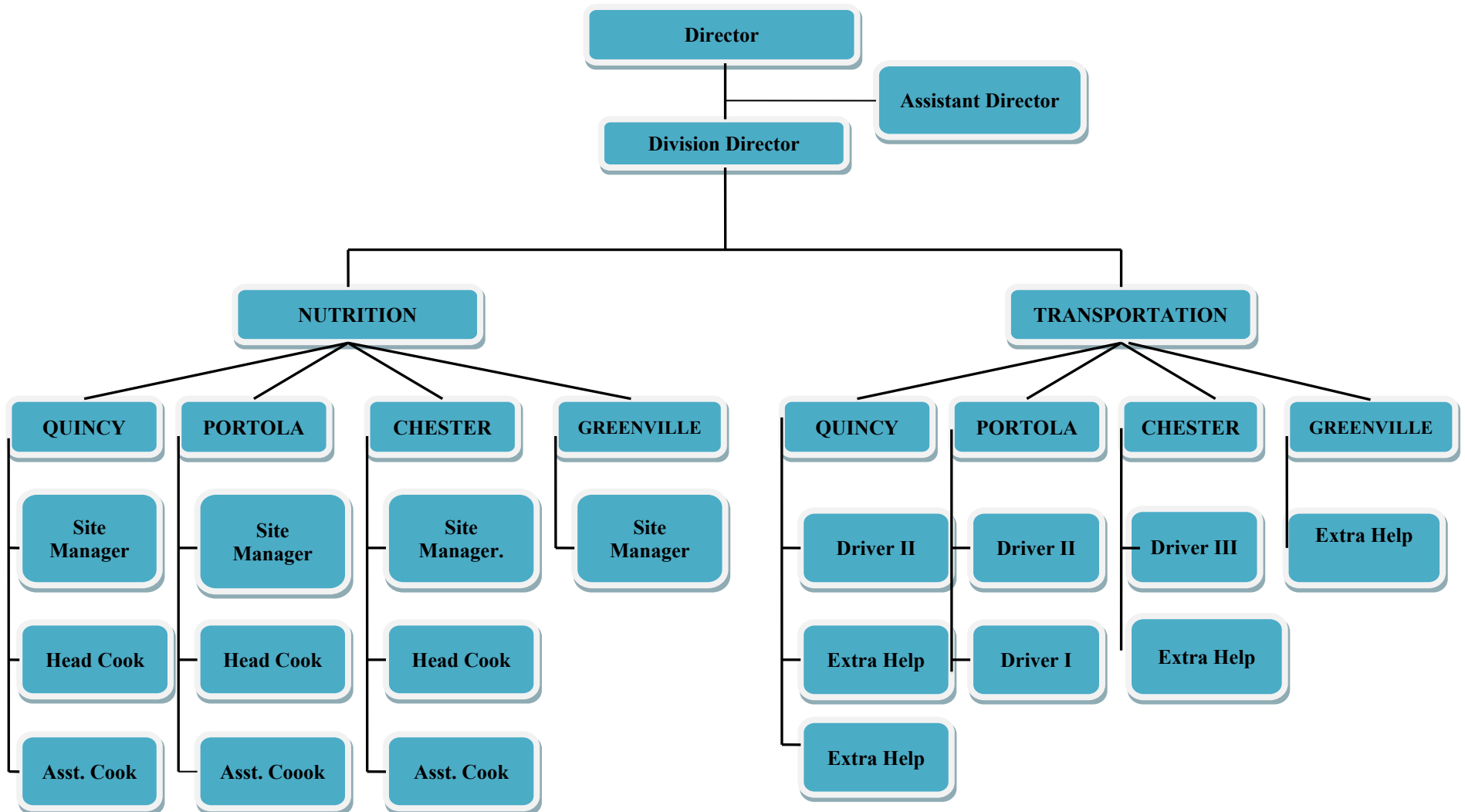
**Assistant Cook/Extra-help Assistant Cook / Public Health Agency**

- Is there a legitimate business, statutory or financial justification to fill the position?  
**Assistant Cooks aid with cooking, packaging, serving, as well as cleaning at the site and filling in as the Head Cook when necessary. The assistant cook must have knowledge of proper preparation and food handling methods as well as kitchen safety and sanitation practices.**
- Why is it critical that this position be filled at this time?  
**Not filling this position will hinder the services that Senior Nutrition is able to provide its clientele.**
- How long has the position been vacant?  
**Effective 1/1/24**
- Can the department use other wages until the next budget cycle?  
**The department's wage and benefits portion of the 24/25 budget includes funds for this position.**
- What are staffing levels at other counties for similar departments and/or positions?  
**No specific research has been performed for this position. Generally speaking, however, past research tasks have identified Plumas County as being consistent with neighboring Counties.**
- What core function will be impacted without filling the position prior to July 1? **N/A**
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? **None**
- 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**
- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? **No**
- Does the budget reduction plan anticipate the elimination of any of the requested positions? **No**
- 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? **No change in General Fund support since this is already a budgeted position**
- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

FY21/22=\$1,428,077 FY22/23=\$1,460,397 FY23/24 \$1,516,548

PLUMAS COUNTY PUBLIC HEALTH AGENCY  
SENIOR NUTRITION & TRANSPORTATION DIVISION

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## **ASSISTANT COOK**

### **DEFINITION**

Under supervision, job will assist in preparing and serving of food; perform semiskilled and skilled work in cleaning kitchen equipment and assists in the overall food service operation in the senior nutrition site; and does related work as required.

### **DISTINGUISHING CHARACTERISTICS**

Incumbents under supervision of the Site Manager and with lead direction provided by the Head Cook assists the Head Cook with all phases of food service operation. This class is distinguished from the Head Cook position because they do not have overall responsibility for food preparation at a nutrition site and they will work under closer supervision than the Head Cook.

### **REPORTS TO**

Site manager with lead direction from the Head Cook.

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

None.

### **EXAMPLES OF DUTIES**

- Scrapes, cleans, steams, or washes dishes, silverware, trays, pots pans, glassware and other kitchen utensils.
- Scrubs and peels vegetables.
- Prepares salads, beverages, deserts and assists Head Cook with the more routine phases with meal preparation.
- Including preparation of entrees/main dishes.
- May weigh and portion food in accordance with directions.
- Assembles or assists in assembling and loading food trays and packages for distribution from the nutrition site.
- Cleans food service area including floors, kitchen equipment, and food preparation areas.



## **ASSISTANT COOK - 2**

### **TYPICAL PHYSICAL REQUIREMENTS**

Stand for extended periods; physical ability to lift up to 50 pound without assistance; use of kitchen tools and equipment, including knives, hand and power equipment; normal manual dexterity and hand-eye coordination; corrected hearing vision to normal range; stoop, kneel, bend to pick up or move objects; verbal communication skills.

### **TYPICAL WORKING CONDITIONS**

Work is performed in the Senior Nutrition Center including kitchen and dining room environments; contact with staff and the public.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of**

- Proper food handling methods and techniques.
- Kitchen safety and sanitation practices.
- Preparation of salads, vegetables, deserts and sandwiches.
- Methods of cleaning and care of utensils, equipment and work areas.

#### **Ability to**

- Follow oral and written instructions.
- Understand and follow recipes in food preparation.
- Safe operation and use of food service equipment.
- Determine proper quantities food.
- Use sanitary food handling techniques.
- Read write and do mathematic computations, at a level necessary for successful for job performance.
- Obtain and maintain valid CPR and First Aid Certification.
- Establish and maintain effective working relationships.

## **ASSISTANT COOK - 3**

### **Training and Experience**

Any combination of training and experience, which would likely provide would likely provide the required knowledge and abilities is qualifying.

Experience in food preparation requiring use of sanitary food handling techniques, cleaning of kitchen and food preparation areas.

**Subject to work all county holidays except New Years, Labor Day, Memorial Day, July 4, Thanksgiving and Christmas, as specified by the Area on Aging.**



**PLUMAS COUNTY  
COUNTY COUNSEL  
MEMORANDUM**

---

**TO:** Honorable Chair and Board of Supervisors

**FROM:** Kristina Rogers, Paralegal III/Deputy Clerk of the Board

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Chair to sign amendment no. one (1) to agreement between Plumas County Counsel and Municipal Resource Group, LLC extending the term through November 21, 2025; (General Fund Impact) no additional impact at this time; approved as to form by County Counsel.

---

**Recommendation:**

Approve and authorize Chair to sign amendment no. one (1) to agreement between Plumas County Counsel and Municipal Resource Group, LLC extending the term through November 21, 2025; no additional general fund impact; approved as to form by County Counsel.

**Background and Discussion:**

The County Counsel's Office and Human Resources wish to amend the agreement for employment investigations with Municipal Resource Group, LLC. (MRG, LLC.) extending the term through November 21, 2025.

**Action:**

Approve and authorize Chair to sign amendment no. one (1) to agreement between Plumas County Counsel and Municipal Resource Group, LLC extending the term through November 21, 2025; no additional general fund impact; approved as to form by County Counsel.

**Fiscal Impact:**

No additional General Fund Impact at this time

**Attachments:**

1. 4160 FINAL
2. Plumas-MRG Executed Contract 12.18.23

**FIRST AMENDMENT TO AGREEMENT**  
**BY AND BETWEEN**  
**PLUMAS COUNTY AND MUNICIPAL RESOURCE GROUP, LLC**

This First Amendment to Agreement (“Amendment”) is made on November 5, 2024, between PLUMAS COUNTY, a political subdivision of the State of California, by and through its County Counsel (“COUNTY”), and Municipal Resource Group, LLC (“CONTRACTOR”) who agrees as follows:

1. **Recitals:** This Amendment is made with reference to the following facts and objectives:
  - a. PLUMAS COUNTY and Municipal Resource Group have entered into a written Agreement dated November 22, 2023, (the “Agreement”), in which Municipal Resource Group agreed to provide investigative services to Plumas County.
  - b. Because the County requires additional investigations the parties desire to change the Agreement.
2. **Amendments:** The parties agree to amend the Agreement as follows:
  - a. Paragraph 3 is amended to read as follows:

Term. The term of this Agreement commences November 22, 2023, and shall remain in effect through November 21, 2025, unless terminated earlier pursuant to this Agreement. County's Board of Supervisors hereby ratifies, and approves for payment, services provided by Contractor from November 21, 2023, to the date of approval of this Agreement by the Board of Supervisors.
3. **Effectiveness of Agreement:** Except as set forth in this First Amendment of Agreement, all provisions of the Agreement dated November 29, 2023, shall remain unchanged and in full force and effect.

[SIGNATURES ON THE FOLLOWING PAGE]

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

**CONTRACTOR:**

Municipal Resource Group, LLC

By: \_\_\_\_\_  
Name: Mary Egan  
Title: Member/Manager/Managing Partner  
Date signed: \_\_\_\_\_

**COUNTY:**


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

By: \_\_\_\_\_  
Name: Greg Hagwood  
Title: Chair, Board of Supervisors  
Date signed: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Name: Allen Hiskey  
Title: Clerk of the Board of Supervisors  
Date signed: \_\_\_\_\_

Approved as to form:

  
\_\_\_\_\_  
Joshua Brechtel, Attorney  
County Counsel's Office

### 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 County Counsel (hereinafter referred to as "County"), and Municipal Resource Group, LLC, a California corporation (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 Fifty Thousand and 00/100 Dollars (\$50,000.00).
3. Term. The term of this Agreement commences November 22, 2023 and shall remain in effect through November 21, 2024, unless terminated earlier pursuant to this Agreement. County's Board of Supervisors hereby ratifies, and approves for payment, services provided by Contractor from November 21, 2022 to the date of approval of this Agreement by the Board of Supervisors.
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.

\_\_\_\_ COUNTY INITIALS

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CONTRACTOR INITIALS \_\_\_\_\_

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. 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

COUNTY INITIALS

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CONTRACTOR INITIALS

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

COUNTY INITIALS

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CONTRACTOR INITIALS



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

COUNTY INITIALS

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CONTRACTOR INITIALS

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:

County Counsel's Office  
520 Main Street, Room 302  
Quincy, CA 95971  
Attention: Gretchen Stuhr, County Counsel

Contractor:

Mary Egan  
Managing Partner  
Municipal Resource Group, LLC  
P.O. Box 561  
Wilton, CA 95693

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. 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.
25. 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.

\_\_\_\_\_  
COUNTY INITIALS

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\_\_\_\_\_  
CONTRACTOR INITIALS

26. 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.
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.

\_\_\_\_ COUNTY INITIALS

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\_\_\_\_ CONTRACTOR INITIALS \_\_\_\_

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

**CONTRACTOR:**

Municipal Resource Group, LLC

By: Mary Egan  
Name: Mary Egan  
Title: Member/Manager/Managing Partner  
Date signed: 12/18/2023

**COUNTY:**

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

By: Greg Hagwood  
Name: Greg Hagwood  
Title: Chair, Board of Supervisors  
Date signed: 12-12-2023

**ATTEST:**

By: Allen Hiskey  
Name: Allen Hiskey  
Title: Clerk of the Board  
Date signed: 12-12-2023

Approved as to form:

Sara James  
Sara James  
Deputy County Counsel II

\_\_\_\_ COUNTY INITIALS

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CONTRACTOR INITIALS \_\_\_\_

**EXHIBIT A**

**Scope of Work**

Upon request of County, Contractor shall perform investigative services regarding allegations of misconduct of Plumas County employee(s).

Contractor shall deliver a written report of the investigation and resulting findings and recommendations to the Plumas County Counsel's Office.

\_\_\_\_ COUNTY INITIALS

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CONTRACTOR INITIALS \_\_\_\_

## **EXHIBIT B**

### **Fee Schedule**

The County agrees to pay Contractor at the rate of \$325.00 per hour for work done in this matter. When appropriate, Contractor uses a research assistant at \$95.00 per hour to handle work commensurate with experience and expertise. Time charged will include, for example, time spent interviewing witnesses, writing the report of findings, and performing necessary research. The time charged will also include the time Contractor spends on telephone calls relating to County's matter, including calls with witnesses, potential witnesses, or counsel representing any of the parties.

The invoices for this matter will include all costs and expenses incurred, in addition to the hourly Fee. The expenses commonly included are document production costs, travel and mileage reimbursement at the current IRS rate. All expenses will be charged at Contractor's cost.

\_\_\_\_ COUNTY INITIALS

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\_\_\_\_ CONTRACTOR INITIALS



**PLUMAS COUNTY  
SHERIFFS DEPARTMENT  
MEMORANDUM**

---

**TO:** Honorable Chair and Board of Supervisors

**FROM:** Jeremy Beatley

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Dana Safety Supply for the fixed asset purchase of two (2) fully outfitted marked patrol vehicles; total not to exceed \$145,618; (No General Fund Impact) as approved in (FY 24/25) budget; from state grant funds #7033154-541500 and #70356-541500; approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote**

---

**Recommendation:**

Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Dana Safety Supply for the fixed asset purchase of two (2) fully outfitted marked patrol vehicles; total not to exceed \$145,618; (No General Fund Impact) as approved in (FY 24/25) budget; from state grant funds #7033154-541500 and #70356-541500; approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote**

**Background and Discussion:**

The Sheriff's Office must replace several vehicles which are no longer in service due to severe mechanical failures requiring excessive cost of repair and end of life serviceability, as is required on a yearly basis.

**Action:**

Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Dana Safety Supply for the fixed asset purchase of two (2) fully outfitted marked patrol vehicles; total not to exceed \$145,618; (No General Fund Impact) as approved in (FY 24/25) budget; from state grant funds #7033154-541500 and #70356-541500; approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote**

**Fiscal Impact:**

No General Fund Impact, as approved in FY24/25 budget, state grant funds.

**Attachments:**

1. Signed by cc purchase agreement 2 marked units

**PURCHASE AGREEMENT  
COUNTY OF PLUMAS**

**Date:** 0926/24

**Vendor:** Dana Safety Supply, INC  
4809 Koger Blvd  
Greensboro, NC 27407

Tel: 800-845-0405

**County:** County of Plumas Department of the Sheriff  
1400 E. Main St  
Quincy, CA 95971

Tel: 530-283-6375

**Description:** Purchase of two (2) upfitted Dodge Durango Marked Patrol Vehicles  
as identified in the purchase agreement attached to MPA as Exhibit A.

**Cost:** The total compensation payable under this agreement, inclusive of all expenses, shall not exceed  
\$ one hundred forty five thousand six hundred eighteen dollars      Dollars (\$145,618 )

**Term:** Agreement shall commence on 9/26/2024 and shall terminate on 09/26/2025 unless  
the Contract is terminated earlier.

I understand and agree to the terms set forth above and those contained in the Retail Sales Contract which is attached hereto as Exhibit A and incorporated herein by this reference.

**VENDOR:**

By: Patrick Hope

Name: Pat Hope  
Title: GM Turnkey Sales  
10-1-24

Date Signed:

**COUNTY:**

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

By: \_\_\_\_\_

Name: Greg Hagwood

Chair, Board of Supervisors

Date signed:

**ATTEST:**

By: \_\_\_\_\_

Name: Allen Hiskey

Clerk of the Board

Date Signed:

Approved as to form:

  
Joshua Brechtel, Attorney  
County Counsel's Office



# Sales Quote

DANA SAFETY SUPPLY, INC  
4809 KOGER BLVD  
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	550079-A
Customer No.	PLUMASCSO

Bill To
PLUMAS COUNTY SHERIFF'S OFFICE 1400 E Main St Quincy, CA 95971 United States

Ship To
PLUMAS COUNTY SHERIFF'S OFFICE 1400 E Main St Quincy, CA 95971 United States

Contact: BLAKE MATHEWS  
Telephone:  
E-mail:

Contact: BLAKE MATHEWS  
Telephone:  
E-mail:

Quote Date	Ship Via		F.O.B.		Customer PO Number		Payment Method	
09/26/24	GROUND FREIGHT NON		QUOTED FREIGHT				NET30	
Entered By			Salesperson		Ordered By		Resale Number	
Patrick Hope			Patrick Hope - Nashville					
Order Quantity	Approve Quantity	Tax	Item Number / Description			Unit Price	Extended Price	
2	2	N	MISC Durango PPV V8 AWD White 2025 Warehouse: NASH			49,883.0000	99,766.00	
2	2	N	EVP EMERGENCY VEHICLE PACKAGE Warehouse: NASH			17,553.0000	35,106.00	
2	2	N	FREIGHT FREIGHT Warehouse: NASH			451.0000	902.00	
1	1	N	MISC 7.25% Tax Warehouse: NASH			9,843.6200	9,843.62	
2	2	N	INFO Front Warehouse: NASH			0.0000	0.00	
2	2	N	INFO Activate OEM Headlight Flasher Warehouse: NASH			0.0000	0.00	

Print Date	09/26/24
Print Time	04:34:08 PM
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Printed By: Patrick Hope

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Entered By		Salesperson		Ordered By		Resale Number
Patrick Hope		Patrick Hope - Nashville				
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	N	ENNLB01BVZ-3K6 SOI, NFNXT LBAR, 48", RW/BW, RA/BA/RBA, HK14 Warehouse: NASH 48"/122cm 9-32 VOLT NFORCE NXT SAE LED LIGHTBAR W/ 15' LIN DSC TECHNOLOGY /D24/D12  D12  D12  D12  D12  D12\D24\ /R_W/ R_W  R_W  R_W  B_W  B_W  B_W \B_W\  D06 --GRT--  --GRT---  --GRT--- O-GRT-- D06   R_W --CLR--  --CLR---  --CLR--- O-CLR-- B_W  \D24\ D12  D12  D12  D12  D12  T18\ D24/ \R_W\R_A  R_A  R_A  B_A  B_A  RBA/B_W/ Domes - Polycarb [D12 12 P] Certs - SAE R B Accessories - PNFLBSPLT1, AUTO-DIM Mount - Standard Fixed Height Mount (PNFLBK08) & Extension Plate (PNFLBKXT) Hook - PNFLBF14 Vehicle - 2023 Dodge Durango		0.0000	0.00
2	2	N	BK2168DUR21 SMC PB W/ 4 MPOWER LIGHTS RED/BLUE/WHITE Warehouse: NASH		0.0000	0.00
4	4	N	ARGES2 WEC PROFOCUS SPOT/FLOOD COMBO Warehouse: NASH		0.0000	0.00

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Entered By			Salesperson	Ordered By	Resale Number	
Patrick Hope			Patrick Hope - Nashville			
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
4	4	N	ARGCH2 WEC ARGES SWIVEL MT CONTROL HEAD Warehouse: NASH		0.0000	0.00
2	2	N	WEC-ARG44AD WEC DRIVER SIDE FENDER MOUNT, 2015+ DURANGO Warehouse: NASH Dodge Durango 2015-2023, Driver Side Fender Mounting (Replaces ARG44D)		0.0000	0.00
2	2	N	MISC Pass side mount Warehouse: NASH		0.0000	0.00
2	2	N	INFO Side Warehouse: NASH		0.0000	0.00
4	4	N	PMP2WSSSB SOI 4" MPOWER SINGLE WINDOW SHROUD-BLACK Warehouse: NASH		0.0000	0.00
4	4	N	EMPS2STS4J SOI, MPWR FASCIA, 4", STM, BLK HSG, RED/BLU Warehouse: NASH		0.0000	0.00
4	4	N	rear side glass PNT3BKUMB4 SOI 2016-18 DURANGO UNDER MIRROR MNT BRAKET Warehouse: NASH		0.0000	0.00

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

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Entered By			Salesperson	Ordered By	Resale Number	
Patrick Hope			Patrick Hope - Nashville			
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
4	4	N	ENT3B3RBW SOI INTERSECTOR 18-LED SFC MNT,BLK HSG RED/BLUE/WHITE  Warehouse: NASH  under mirror		0.0000	0.00
2	2	N	INFO Rear  Warehouse: NASH		0.0000	0.00
2	2	N	INFO Activate OEM Taillight Flasher  Warehouse: NASH		0.0000	0.00
2	2	N	EMPS1QMS3D SOI, MPWR FASCIA, 3", QM, BLK HSG, RED/WHT Warehouse: NASH  3" Fascia Light w/ Quick Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 8 LED, Dual Color - Red/White		0.0000	0.00
2	2	N	next to license plate EMPS1QMS3E SOI, MPWR FASCIA, 3", QM, BLK HSG, BLU/WHT Warehouse: NASH  3" Fascia Light w/ Quick Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 8 LED, Dual Color - Blue/White  next to license plate		0.0000	0.00

<b>Print Date</b>	09/26/24
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09/26/24	GROUND FREIGHT NON		QUOTED FREIGHT		NET30	
Entered By		Salesperson		Ordered By		Resale Number
Patrick Hope		Patrick Hope - Nashville				
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	N	ENFWB01ELW SOI, NFILB, REAR, 6MOD, 2021-23 DRNGO, RA/BA/RBA Warehouse: NASH  Dodge Durango (2021-23) Solid Rear (DRV)  D12  D12  D12  D12  T18  (PAS)  R_A  R_A  R_A  B_A  B_A  RBA  Accessories: PNFLBSPLT1 DSC w/ LIN Breakout Box (Included)		0.0000	0.00
2	2	N	E1XS2SME5RX SOI BOLT 2 SURFACE MNT, RED Warehouse: NASH  under rear hatch		0.0000	0.00
2	2	N	E1XS2SME5BX SOI BOLT 2 SURFACE MNT, BLUE Warehouse: NASH  under rear hatch		0.0000	0.00
2	2	N	INFO inside  Warehouse: NASH		0.0000	0.00
2	2	N	ETSA481RSP SOI, 400 SERIES REMOTE SIREN, 100WATT Warehouse: NASH		0.0000	0.00

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Entered By		Salesperson		Ordered By		Resale Number
Patrick Hope		Patrick Hope - Nashville				
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	N	C3900U CODE3 100W SPEAKER W UNIV BRKT Warehouse: NASH		0.0000	0.00
6	6	N	EBSDL0002-D SOI, OBSERVE, SMALL FORM DOME LIGHT, 3", R/W Warehouse: NASH obSERVE+ Dome Light - 3" Round, Dual Color - Red/White		0.0000	0.00
2	2	N	7170-0884-01 GJ, CONSOLE PKG, 2021-23 DURANGO, SEE RMK TAB Warehouse: NASH  2021+ Dodge Durango Standard Console Box Kit with Magnetic Phone Holder, Cup Holder and Rear Armrest Item #7170-0884-01 WEIGHT:34.9 lbs / 15.83 kg HEIGHT:12.62 in / 32.05 cm WIDTH:11.87 in / 30.15 cm DEPTH: 29.25 in / 74.3 cm		0.0000	0.00

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Entered By		Salesperson		Ordered By		Resale Number
Patrick Hope		Patrick Hope - Nashville				
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	N	PK1126DUR11 SMC 10XL-RP CTD POLY PARTITION W/EXP MTL WINDOW COVER  Warehouse: NASH  VEHICLE - DODGE DURANGO YEAR - HORIZONTAL SLIDING WINDOW WITH EXPANDED METAL COVER OVER THE OPENING --- INCLUDES 2 PIECE LOWER PANELS EXTRA LEGROOM ON PASSENGER SIDE *****		0.0000	0.00
2	2	N	PK0123DUR112ND SMC 12VS VINYL CTD EXP MTL CARGO BARRIER 2011+ DURANGO  Warehouse: NASH  VEHICLE YEAR - DURANGO *****		0.0000	0.00
2	2	N	GK10342UHK SMC DUAL VERT. RACK 2 UNIV. LOCKS W/ HC KEY  Warehouse: NASH  "Dual T-Rail Mount2 Universal XL Handcuff Key Override"		0.0000	0.00
4	4	N	MMSU-1 MAGNETIC MIC SINGLE UNIT CONVERSION KIT  Warehouse: NASH		0.0000	0.00

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Entered By		Salesperson		Ordered By	Resale Number	
Patrick Hope		Patrick Hope - Nashville				
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	N	INFO Customer Supplied  Warehouse: NASH Radio, cable, antenna or antenna mount		0.0000	0.00
2	2	N	CG-X HAV, CHARGE GARD, UNIVERSAL, CONTROL MODULE Warehouse: NASH INFINITE TIMER, SURGE PROTECTOR 12VDC, 30a ***** *****		0.0000	0.00
2	2	N	TRANSPORT VEHICLE TRANSPORTATION BY HIRED DRIVERS Warehouse: NASH		0.0000	0.00
2	2	N	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: NASH  - Slide 1 will be a slow alternating pattern flashing red/blue to the sides and the rear of the vehicle. - Slide 2 will be a slow alternating pattern flashing red/blue to the front, sides, and the rear of the vehicle. - Slide 3 will be Code-3 with fast flashing of red, blue, and white to the front, sides; red/blue/amber to the rear of the vehicle.  - When the Scene Light button is pushed, all white LEDs facing the front of the vehicle will steady-burn white. - Set up Park Kill		0.0000	0.00

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Entered By		Salesperson		Ordered By		Resale Number
Patrick Hope		Patrick Hope - Nashville				
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	N	INSTALL KIT MISC INSTALLATION SUPPLIES I.E. Warehouse: NASH LOOM, WIRE, HARDWARE, CONNECTORS, ETC *****  Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities  Quote Good for 30 Days		0.0000	0.00

Print Date	09/26/24
Print Time	04:34:08 PM
Page No.	9

Subtotal	145,617.62
Freight	0.00
Order Total	145,617.62

Printed By: Patrick Hope

# 2 DODGE 2 DURANGO PURSUIT AWD 2 5

THIS VEHICLE IS MANUFACTURED TO MEET SPECIFIC UNITED STATES REQUIREMENTS. THIS VEHICLE IS NOT MANUFACTURED FOR SALE OR REGISTRATION OUTSIDE OF THE UNITED STATES. MANUFACTURER'S SUGGESTED RETAIL PRICE OF THIS MODEL INCLUDING DEALER PREPARATION

**DODGE DURANGO PURSUIT VEHICLE AWD**  
Exterior Color: White Knuckle Clear-Coat Exterior Paint  
Interior Color: Black Interior Color  
Interior: Cloth Front Bucket Seats with Vinyl Rear Seat  
Engine: 5.7L V8 HEMI® MDS VVT Engine  
Transmission: 8-Speed Automatic Transmission  
**STANDARD EQUIPMENT (UNLESS REPLACED BY OPTIONAL EQUIPMENT)**

## FUNCTIONAL/SAFETY FEATURES

Blind Spot Monitoring with Trailer Detection  
Durango Pursuit Vehicle  
Instrument Panel Mounted Electronic Shifter  
Uplifter Electronic Module (VSM)  
Police ABS 4-Wheel Heavy-Duty Disc Brakes  
Police-Tuned Suspension  
Engine Hour Meter  
Equipment Mounting Bracket  
Secure Park Package  
Police Mini-Console  
Black Vinyl Floor Covering  
Additional Key Fobs  
130-MPH Maximum Speed Calibration  
Auxiliary Switches  
Advanced Multistage Front Air Bags  
Supplemental Side-Curtain All-Row Air Bags  
Supplemental Front Seat-Mounted Side Air Bags  
ParkView® Rear Back-Up Camera  
ParkSense® Rear Park-Assist with Stop  
Blind-Spot and Cross-Path Detection  
4-Wheel Traction Control  
Enhanced Accident-Response System  
Class IV Receiver-Hitch  
Electronic Stability Control  
24.6-Gallon Fuel Tank  
Remote Keyless-Entry  
Push-Button Start  
220-Amp Alternator  
Spot Lamp Wiring Prep

## INTERIOR FEATURES

Unconnected 4 with 8.4-Inch Touch Screen Display  
Apple CarPlay®  
Google Android Auto™  
SiriusXM® with 3-Month Radio Sub Call 800-643-2112  
Integrated Voice Command  
Steering-Wheel-Mounted Audio Controls  
8-Way Power Driver and Manual Passenger Seats  
4-Way Power Lumbar Adjustable Driver Seat  
A/C with 3-Zone Automatic Temperature Control

Tilt / Telescope Steering-Column  
Tire Pressure Monitoring Display

## EXTERIOR FEATURES

18-Inch x 6.0-Inch Black Steel Wheels  
Bright Hub Caps  
255/60R18 BSW On/Off Road Tires  
Full-Size Spare Tire with Matching Wheel  
Heated Exterior Mirrors  
Rear Window Wiper / Washer  
**OPTIONAL EQUIPMENT (May Replace Standard Equipment)**  
Cloth Front Bucket Seats with Vinyl Rear Seat  
Vinyl 2nd Row Seat  
Customer Preferred Package ZZZ  
2-Speed On-Demand Transfer Case  
Dual Rear Exhaust with Bright Tips  
Deactivable Rear Doors / Windows  
5.7L V8 HEMI® MDS VVT Engine  
2-Speed On-Demand Transfer Case  
Dual Rear Exhaust with Bright Tips

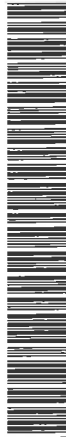
\$160

\$145  
\$3,240

## WARRANTY COVERAGE

5-year or 60,000-mile Powertrain Limited Warranty.  
3-year or 36,000-mile Basic Limited Warranty.  
Ask Dealer for a copy of the limited warranties or see your owner's manual for details.

**5 Year / 60,000 Mile  
POWERTRAIN WARRANTY**



THIS LABEL IS ADDED TO THIS VEHICLE TO COMPLY WITH FEDERAL LAW. THE LABEL CANNOT BE REMOVED OR ALTERED PRIOR TO DELIVERY TO THE ULTIMATE PURCHASER.  
\*STATE AND/OR LOCAL TAXES IF ANY, LICENSE AND TITLE FEES AND DEALER SUPPLIED AND INSTALLED OPTIONS AND ACCESSORIES ARE NOT INCLUDED IN THIS PRICE DISCOUNT IF ANY.  
IS BASED ON PRICE OF OPTIONS IF PURCHASED SEPARATELY.

For more information visit: [www.dodge.com](http://www.dodge.com)  
or call 1-800-4ADODGE

FCA US LLC

## EPA DOT Fuel Economy and Environment

Gasoline Vehicle

**Fuel Economy** These estimates reflect new EPA methods beginning with 2017 models.

**16 MPG**  
combined city/hwy  
14 city  
21 highway

**You spend**

**\$9,250**  
in fuel costs  
over 5 years  
compared to the  
average new vehicle.

Standard SUV 4WD range from 11 to 100  
MPGe.  
The best vehicle rates 140 MPGe.

6.2 gallons per 100 miles

**Annual fuel cost**  
**\$3,750**

**Fuel Economy & Greenhouse Gas Rating** (tailpipe only)



**Smog Rating** (tailpipe only)



This vehicle emits 546 grams CO2 per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also creates emissions. Learn more at [fuelconomy.gov](http://fuelconomy.gov).

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and cost \$9,500 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$4.00 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

**fuelconomy.gov**

Calculate personalized estimates and compare vehicles



## GOVERNMENT 5-STAR SAFETY RATINGS

This vehicle has not been rated by the government for overall vehicle score, frontal crash, side crash, or rollover risk.

Source: National Highway Traffic Safety Administration (NHTSA)  
[www.safercar.gov](http://www.safercar.gov) or 1-888-327-4236

## PARTS CONTENT INFORMATION

FOR VEHICLES IN THIS CARLINE:  
U.S./CANADIAN PARTS CONTENT: 73%  
MAJOR SOURCES OF FOREIGN PARTS CONTENT:  
MEXICO: 21%


NOTE: PARTS CONTENT DOES NOT INCLUDE FINAL ASSEMBLY, DISTRIBUTION, OR OTHER NON-PARTS COSTS.

FOR THIS VEHICLE:  
FINAL ASSEMBLY POINT:  
DETROIT, MICHIGAN, U.S.A.  
COUNTRY OF ORIGIN:  
ENGINE: MEXICO  
TRANSMISSION: GERMANY



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# GSA Ordering

 Dana Safety Supply is an approved contractor for the GSA and has a GSA contract for numerous public safety products and also for installation and upfitting services. Below are our contract #'s for Schedule 84 & 23V.



## GSA CONTRACT HOLDER

*Schedule 84 - Law Enforcement & Security Equipment  
Contract # GS-07F-0512T*

*Schedule 23V Labor - Contract # 47QMCA19D000K*



**426-1A:** MISC PERSONAL EQUIPMENT  
**426-1B:** BODY ARMOR  
**426-1C:** HELMETS  
**633-3B:** WILDLAND FIRE CLOTHING

**633-50:** INDUSTRIAL WORK SHIRTS & PANTS  
**633-51:** CONCEALMET CLOTHING, CAMOUFLAGE CLOTHING & BDUS  
**426-3A:** EMERGENCY SIGNALS

**426-3B:** IN VEHICLE PROTECTION & RESTRAINT  
**426-4G:** FIREARMS STORAGE, SECURING & CLEANING EQUIPMENT; BULLET RECOVERY & GUNRACKS

Sales: +1 800-847-8762

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**PLUMAS COUNTY  
SHERIFFS DEPARTMENT  
MEMORANDUM**

---

**TO:** Honorable Chair and Board of Supervisors

**FROM:** Jeremy Beatley, Operations Sergeant

**MEETING DATE:** November 12, 2024

**SUBJECT:** Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Dana Safety Supply for the fixed asset purchase of one (1) fully outfitted unmarked vehicle; total not to exceed \$68,811; (No General Fund Impact) as approved in (FY 24/25) budget; from state grant #703874-541500; approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote**

---

**Recommendation:**

Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Dana Safety Supply for the fixed asset purchase of one (1) fully outfitted unmarked vehicle; total not to exceed \$68,811; (No General Fund Impact) as approved in (FY 24/25) budget; from state grant #703874-541500; approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote**

**Background and Discussion:**

The Sheriff's Office must replace several vehicles which are no longer in service due to severe mechanical failures requiring excessive cost of repair and end of life serviceability, as is required on a yearly basis.

**Action:**

Approve and authorize Chair to sign an agreement between Plumas County Sheriff's Office and Dana Safety Supply for the fixed asset purchase of one (1) fully outfitted unmarked vehicle; total not to exceed \$68,811; (No General Fund Impact) as approved in (FY 24/25) budget; from state grant #703874-541500; approved as to form by County Counsel; discussion and possible action. **Four/Fifths roll call vote**

**Fiscal Impact:**

No General Fund Impact, as approved in FY24/25 budget. State Grant Funds.

**Attachments:**

1. One admin car FINAL

**PURCHASE AGREEMENT  
COUNTY OF PLUMAS**

**Date:** 10/15/24  
**Vendor:** Dana Safety Supply, INC  
4809 Koger Blvd  
Greensboro, NC 27407

**Tel:** 800-845-0405

**County:** County of Plumas Department of the Sheriff  
1400 E. Main St  
Quincy, CA 95971

**Tel:** 530-283-6375

**Description:** Purchase of one (1) upfitted Dodge Durango unmarked Patrol Vehicle  
as identified in the purchase agreement attached to MPA as Exhibit A.

**Cost:** The total compensation payable under this agreement, inclusive of all expenses, shall not exceed  
\$ sixty eight thousand eight hundred ten dollars fifty three cents Dollars (\$68,810.53 )

**Term:** Agreement shall commence on 10/15/2024 and shall terminate on 09/26/2026 unless  
the Contract is terminated earlier.

I understand and agree to the terms set forth above and those contained in the Retail Sales Contract which is attached hereto as Exhibit A and incorporated herein by this reference.

**VENDOR:**

By: Pat Hope

Name:

Title: GM Turnkey Sales

Date Signed: 10-17-24

**COUNTY:**

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

By: \_\_\_\_\_

Name: Greg Hagwood

Chair, Board of Supervisors

Date signed:

**ATTEST:**

By: \_\_\_\_\_

Name: Allen Hiskey

Clerk of the Board

Date Signed:

Approved as to form:

  
Joshua Brechtel, Attorney

DANA SAFETY SUPPLY, INC  
4809 KOGER BLVD  
GREENSBORO, NC 27407

# Invoice

Telephone: 800-845-0405

No.	551850
Customer No.	MISC

<b>Bill To</b>
Plumas County SO

<b>Ship To</b>
Plumas County SO

Contact:  
Telephone:  
E-mail:

Contact:  
Telephone:  
E-mail:

Date	Ship Via		F.O.B.		Customer PO Number	Payment Method	
10/14/24	GROUND FREIGHT NON		QUOTED FREIGHT			NET30	
Entered By			Salesperson		Ordered By		Resale Number
Patrick Hope			Patrick Hope - Nashville				
Order Quantity	Approve Quantity	Tax	Item Number / Description			Unit Price	Extended Price
1	1	N	MISC 2024 Durango GT (Civilian) <div>Warehouse: NASH</div>			56,124.0000	56,124.00
1	1	N	INFO CA Law <div>Warehouse: NASH</div> <div>at least one forward facing steady burn red light at all times in code 2 or 3. No flashing white to the rear Only Wail &amp; Yelp siren tones allowed Flash patterns have to be Title 13 certified</div>			0.0000	0.00
1	1	N	INFO BUYBOARD 698-23 <div>Warehouse: NASH</div> <div>All items below this line are on our National Co-op Contract</div>			0.0000	0.00
1	1	N	EVP Undercover Package <div>Warehouse: NASH</div>			8,035.0000	8,035.00
1	1	N	MISC Taxes <div>Warehouse: NASH</div>			4,651.5300	4,651.53
1	1	N	CB000091A09 QMA TO MINI-UHF ADAPTER CABLE <div>Warehouse: NASH</div>			0.0000	0.00

Print Date	10/14/24
Print Time	12:23:58 PM
Page No.	1

Printed By: Patrick Hope

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

Telephone: 800-845-0405

<b>No.</b>	551850
<b>Customer No.</b>	MISC

<b>Bill To</b>
Plumas County SO

<b>Ship To</b>
Plumas County SO

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**E-mail:**

		Ship Via	F.O.B.	Customer PO Number	Payment Method
10/14/24		GROUND FREIGHT NON	QUOTED FREIGHT		NET30
Entered By		Salesperson		Ordered By	Resale Number
Patrick Hope		Patrick Hope - Nashville			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	EML6E20RB SOI ML6 LED FLUSH MNT LIGHT, RED/BLUE Warehouse: NASH	0.0000	0.00
1	1	N	Steady-burn red TINT-529532 TINT FOR SO 529532 Warehouse: NASH	0.0000	0.00
0	0	N	Visor 15% Side Window tint 15% Rear window tint 15% TINT Vehicle Window Tint Per Customers Specs Warehouse: NASH	0.0000	0.00
1	1	N	Visor 15% Side Window tint 15% Rear window tint 15% ETFBSSN-P SOI 100% SOLID STATE TAILLIGHT FLASHER (12-WIRE) Warehouse: NASH	0.0000	0.00
2	2	N	Flash reverse and brake (red and white) EMPS2STS4E SOI, MPWR FASCIA, 4", STM, BLK HSG, BLU/WHT Warehouse: NASH In front windshield	0.0000	0.00

<b>Print Date</b>	10/14/24
<b>Print Time</b>	12:23:58 PM
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Continued on Next Page

**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

Telephone: 800-845-0405

<b>No.</b>	551850
<b>Customer No.</b>	MISC

<b>Bill To</b>
Plumas County SO

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Plumas County SO

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**E-mail:**

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10/14/24	GROUND FREIGHT NON		QUOTED FREIGHT				NET30	
Entered By			Salesperson		Ordered By		Resale Number	
Patrick Hope			Patrick Hope - Nashville					
Order Quantity	Approve Quantity	Tax	Item Number / Description			Unit Price	Extended Price	
2	2	N	EMPS2STS4D SOI, MPWR FASCIA, 4", STM, BLK HSG, RED/WHT Warehouse: NASH  In front windshield			0.0000	0.00	
2	2	N	PMP2WSDDDB SOI 4" MPOWER DUAL WINDOW SHROUD-BLACK Warehouse: NASH  Front windshield. Must use metal brackets for mounting.			0.0000	0.00	
2	2	N	PMP2BK011 SOI MPOWER SHROUD HEADLINER BRACKET Warehouse: NASH			0.0000	0.00	
4	4	N	I3JC WEC ION TRIO RED/BLUE/WHITE - WHITE O/R - BLK HSNG Warehouse: NASH  2 in each side window			0.0000	0.00	
1	1	N	ENFWB01EJP SOI, NFLIB, REAR, 6MOD, 2021-23 DRNGO, RA/BA Warehouse: NASH  Dodge Durango (2021-23) Solid Rear (DRV)  D12  D12  D12  D12  D12  D12  (PAS)  R_A  R_A  R_A  B_A  B_A  B_A  Accessories: PNFLBSPLT1 DSC w/ LIN Breakout Box (Included)			0.0000	0.00	

<b>Print Date</b>	10/14/24
<b>Print Time</b>	12:23:58 PM
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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

**Telephone:** 800-845-0405

<b>No.</b>	551850
<b>Customer No.</b>	MISC

<b>Bill To</b>
Plumas County SO

<b>Ship To</b>
Plumas County SO

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10/14/24		GROUND FREIGHT NON	QUOTED FREIGHT		NET30
Entered By		Salesperson		Ordered By	Resale Number
Patrick Hope		Patrick Hope - Nashville			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
0	0	N	ENFWB00K9X SOI, NFLIB, REAR, 6MOD, 2021-22 DRNGO, RA/BA Warehouse: NASH  nForce Interior lightbar Dodge Duango (2021) Solid Rear (DRV) :D12 : D12 : D12 : D12 : D12 : D12 (PAS) R_A : R_A : R_A : B_A : B_A : B_A  Accessories: PNFLBSPLT1 DSC w/ Breakout box (Included)	0.0000	0.00

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<b>Print Time</b>	12:23:58 PM
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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

**Telephone:** 800-845-0405

	551850
<b>Customer No.</b>	MISC

<b>Bill To</b>
Plumas County SO

<b>Ship To</b>
Plumas County SO

**Contact:**  
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	Ship Via		F.O.B.		Customer PO Number		Payment Method		
10/14/24	GROUND FREIGHT NON		QUOTED FREIGHT				NET30		
Entered By			Salesperson			Ordered By		Resale Number	
Patrick Hope			Patrick Hope - Nashville						
Order Quantity	Approve Quantity	Tax	Item Number / Description					Unit Price	Extended Price
4	4	N	<div>CD3802RBW-S</div> <div>CODE3, MEGATHIN, SURFACE MT, RED/BLU/WHT, +SMOKE 3CLR</div> <div>Warehouse: NASH</div> <div>Grill lights</div> <div>MEGA THIN™ SERIES, SURFACE MOUNT</div> <div>VOLTS   AMPS 12-24V   0.76A (single-color), 0.73A (dual-color), 0.88A (tri-color)</div> <div>DIMS 1.4" H x 4.75" L x 0.37" D   36mm H x 121mm L x 9mm D</div> <div>MOUNTING HOLE SPACING 4.13"   105mm</div> <div>FLASH PATTERNS 29 (single-color), 69 (dual-color), 135 (tri-color)</div> <div>The Mega Thin™ exterior warning light has a sleek, low-profile design 25% thinner than previous models allowing for easy installation in compact and discrete locations on emergency vehicles. This versatile LED warning light delivers bright, powerful off-angle performance with curved end optics making first responders more visible in route and on scene. The Mega Thin™ has a variety of industry-standard flash patterns, phase 1 and 2 syncing, is sync-capable with other Code 3 warning lights and features a smoked lens option for unmarked or undercover police vehicles.</div> <div>Sleek, low-profile design that allows for easy installation in a variety of locations 25% thinner than previous models</div> <div>Delivers a bright, powerful off-angle performance with curved end optics</div> <div>Clear lens with 6 single-color, 12 dual-color and 18 tri-color LEDs or smoked lens with 18 tri-color LEDs</div> <div>Sync-capable with XTP, Chase™, MR6, M180™, MICROPAK, CD5051, HB12PAK and CD9215</div> <div>Multiple flash patterns with phase 1 and phase 2 syncing capabilities</div>					0.0000	0.00

<b>Print Date</b>	10/14/24
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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

**Telephone:** 800-845-0405

	551850
<b>Customer No.</b>	MISC

<b>Bill To</b>
Plumas County SO

<b>Ship To</b>
Plumas County SO

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**Contact:**  
**Telephone:**  
**E-mail:**

		Ship Via	F.O.B.	Customer PO Number	Payment Method
10/14/24		GROUND FREIGHT NON	QUOTED FREIGHT		NET30
Entered By		Salesperson		Ordered By	Resale Number
Patrick Hope		Patrick Hope - Nashville			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	N	Aluminum housing and polycarbonate lens CHSGRL CODE 3 CHASE GRILL BRACKET Warehouse: NASH	0.0000	0.00
1	1	N	ETSA461HPP SOI 400 Series Handheld Siren Warehouse: NASH	0.0000	0.00
1	1	N	C3900U CODE3 100W SPEAKER W UNIV BRKT Warehouse: NASH	0.0000	0.00
2	2	N	MMSU-1 MAGNETIC MIC SINGLE UNIT CONVERSION KIT Warehouse: NASH	0.0000	0.00
1	1	N	83142 TES 17' COAXIAL / W MIN IUHF Warehouse: NASH	0.0000	0.00
1	1	N	TRANSPORT VEHICLE TRANSPORTATION BY HIRED DRIVERS Warehouse: NASH	0.0000	0.00

<b>Print Date</b>	10/14/24
<b>Print Time</b>	12:23:58 PM
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Continued on Next Page

**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

Telephone: 800-845-0405

	551850
<b>Customer No.</b>	MISC

<b>Bill To</b>
Plumas County SO

<b>Ship To</b>
Plumas County SO

**Contact:**  
**Telephone:**  
**E-mail:**

**Contact:**  
**Telephone:**  
**E-mail:**

		Ship Via	F.O.B.	Customer PO Number	Payment Method
10/14/24		GROUND FREIGHT NON	QUOTED FREIGHT		NET30
Entered By		Salesperson		Ordered By	Resale Number
Patrick Hope		Patrick Hope - Nashville			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: NASH - Slide 1 will be a slow alternating pattern flashing red/blue to the sides and the rear of the vehicle.  - Slide 2 will be a slow alternating pattern flashing red/blue to the front, sides, and the rear of the vehicle.  - Slide 3 will be Code-3 with fast flashing of red, blue, and white to the front, sides; red/blue/amber to the rear of the vehicle.  - When the Scene Light button is pushed, all white LEDs facing the front of the vehicle will steady-burn white. This will also override Slides 1 & 2, but not Slide 3.  - When the Cruise Light button is pushed, all possible warning LEDs will steady burn. This will also override Slides 1 & 2, but not Slide 3.	0.0000	0.00
1	1	N	INSTALL KIT MISC INSTALLATION SUPPLIES I.E. Warehouse: NASH LOOM, WIRE, HARDWARE, CONNECTORS, ETC *****	0.0000	0.00
1	1	N	INFO Customer Supplied  Warehouse: NASH Radio, Cables, and Antennas or Antenna Mounts	0.0000	0.00

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Continued on Next Page

**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

Telephone: 800-845-0405

	551850
<b>Customer No.</b>	MISC

<b>Bill To</b>
Plumas County SO

<b>Ship To</b>
Plumas County SO

**Contact:**  
**Telephone:**  
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**Contact:**  
**Telephone:**  
**E-mail:**


	Ship Via		F.O.B.		Customer PO Number		Payment Method		
10/14/24	GROUND FREIGHT NON		QUOTED FREIGHT				NET30		
Entered By			Salesperson		Ordered By			Resale Number	
Patrick Hope			Patrick Hope - Nashville						
Order Quantity	Approve Quantity	Tax	Item Number / Description				Unit Price	Extended Price	
			<div>□</div>						

<b>Print Date</b>	10/14/24
<b>Print Time</b>	12:23:58 PM
<b>Page No.</b>	8

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<b>Subtotal</b>	68,810.53
<b>Freight</b>	0.00
<b>Order Total</b>	68,810.53

# GSA Ordering

 Dana Safety Supply is an approved contractor for the GSA and has a GSA contract for numerous public safety products and also for installation and upfitting services. Below are our contract #'s for Schedule 84 & 23V.



## GSA CONTRACT HOLDER

*Schedule 84 - Law Enforcement & Security Equipment  
Contract # GS-07F-0512T*

*Schedule 23V Labor - Contract # 47QMCA19D000K*



**426-1A:** MISC PERSONAL EQUIPMENT  
**426-1B:** BODY ARMOR  
**426-1C:** HELMETS  
**633-3B:** WILDLAND FIRE CLOTHING

**633-50:** INDUSTRIAL WORK SHIRTS & PANTS  
**633-51:** CONCEALMENT CLOTHING, CAMOUFLAGE CLOTHING & BDUS  
**426-3A:** EMERGENCY SIGNALS

**426-3B:** IN VEHICLE PROTECTION & RESTRAINT  
**426-4G:** FIREARMS STORAGE, SECURING & CLEANING EQUIPMENT; BULLET RECOVERY & GUNRACKS

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**PLUMAS COUNTY  
HUMAN RESOURCES DEPARTMENT  
MEMORANDUM**

---

**TO:** Honorable Chair and Board of Supervisors  
**FROM:** Cyndi Tweedle, Human Resources Analyst II  
**MEETING DATE:** November 12, 2024  
**SUBJECT:** Adopt **RESOLUTION** to adopt an amended job description for the Clerk of the Board; (General Fund Impact) as approved in FY 2024/2025 recommended budget; approved as to form by County Counsel; discussion and possible action. Roll call vote

---

**Recommendation:**

Adopt **RESOLUTION** to adopt an amended job description for the Clerk of the Board; (General Fund Impact) as approved in FY 2024/2025 recommended budget; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

**Background and Discussion:**

.

**Action:**

Adopt **RESOLUTION** to adopt an amended job description for the Clerk of the Board; (General Fund Impact) as approved in FY 2024/2025 recommended budget; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

**Fiscal Impact:**

General Fund Impact as approved in FY 2024/2025 recommended budget.

**Attachments:**

1. 4162 FINAL
2. Clerk of the Board 7 2023 posted on website w-redlines FINAL

**RESOLUTION NO. 2024-\_\_\_\_\_**

**RESOLUTION TO ADOPT AMENDED JOB DESCRIPTION FOR  
THE CLERK OF THE BOARD - BASE WAGE \$26.44**

**WHEREAS**, Plumas County Personnel Rule 5.02 provides for changes to be made to a job description by action of the Board and covers all positions in the County service; and

**WHEREAS**, this Resolution is to amend the job description for the Clerk of the Board in the department of the Board of Supervisors department #20010; and

**WHEREAS**, this position is in the Confidential Unit and the proposed changes have met the meet and confer obligations; and

**WHEREAS**, the amended job description follows the intention of this Ordinance. "Plumas County Ordinance Sec. 2-1.102 Clerk of the Board: Appointment and attendance at meetings." Subsections (b) and (c).

**NOW, THEREFORE BE IT RESOLVED** by the Plumas County Board of Supervisors as follows:

Approve Resolution to amend the job description of the Clerk of the Board to reflect the description memorialized in Exhibit A (as attached), effective November 12, 2024, base wage of \$26.44, position currently assigned to the Confidential Unit with the same benefits.

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 on the 12<sup>th</sup> day of November 2024, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

\_\_\_\_\_  
Chairperson, Board of Supervisors

**ATTEST:**

\_\_\_\_\_  
Clerk of the Board

Approved as to form:

Pag   
Joshua B. Brehmel, Attorney  
County Counsel's Office



**PLUMAS COUNTY****REVISED: 10/2024****CLERK OF THE BOARD****DEFINITION**

Under general direction, plans, schedules, assigns, supervises, reviews, and participates in the work of staff performing administrative and legally required duties for the Clerk of the Board of Supervisors; reviews agenda items for adherence to California codes and Plumas County policy; records and preserves the actions of Board of Supervisors; prepares, edits, and supervises distribution of Board agendas, minutes, and public hearing notices; designs, implements, and supervises the records maintenance functions of the Board; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

The Clerk of the Board performs numerous duties in support of the Board of Supervisor, County Administrative Officer, and the public. This position is appointed by the Board of Supervisors and provides assistance in a variety of administrative, coordinative, analytical, and liaison capacities and performs duties consistent with the provisions of the California Government Code and County ordinances. Successful performance of the work requires knowledge of public policy, municipal functions and activities, including the role of an elected Board. Responsibilities include coordinating the activities of the Board with those of other departments and outside agencies and managing and overseeing the complex and varied functions of the assignment. The incumbent is accountable for accomplishing operational goals and objectives.

The position serves as the clearinghouse for all matters requiring the review or executive action of the governing authorities of Plumas County. The Clerk provides processing and dissemination of all board directives, policies and laws of the County's legislative branch, and provides members of the public with agendas, notices of public hearings, access to public records and the opportunity to attend the open meetings of the Board of Supervisors and other special County meetings. This position shall be in the Confidential Unit.

**REPORTS TO**

Plumas County Board of Supervisors

**CLASSIFICATIONS DIRECTLY SUPERVISED**

Administrative support staff, as needed

*Last Revised: 8/2023*

## **CLERK OF THE BOARD – 2**

### **EXAMPLES OF DUTIES**

- Manages the administrative activities of the office of the Board of Supervisors; and plans, coordinates, schedules, and reviews the work.
- Prepares Board agenda and notices for public hearings. Copies information/documents required and assembles/binds packets for designated members and attendees.
- Attends meetings of the Board and directs the recording and maintaining of the record of proceedings in the minute book, including the entry of all resolutions, decisions, as well as the vote of each member.
- Works with the Board of Supervisors, County Administrative Officer, County management staff, Board appointed commission and committee members, and others to plan and prepare Board agendas and minutes, as well as commission and committee agendas and minutes.
- Assist with the processes of minutes of complex, sensitive, or routine Board agenda items and executes resultant post meeting documents.
- Executes or communicates details of Board actions; acts as custodian of all documents and records pertinent to actions of the Board, including records management.
- Ensures compliance with the Ralph M. Brown Act, Public Records Act, and that public meetings adhere to generally accepted parliamentary procedures.
- Assist with the notification of County departments, other agencies, and individuals affected by actions of the Board.
- Ensures the public has access to Boards, commissions, and committees' information. Executes documents, contracts, and agreements on behalf of the Board.
- Assist with the receiving, indexing, filing, certifying, and preserving or disposal of all documents, papers, and records deposited, pursuant to the law.
- Researches and provides information for Board members, County staff, and members of the public. Authenticates ordinances, resolutions, minute orders, and other official actions with the Clerk's signature and with the official seal of the Board.
- Maintains the custody of, and keeps available for public inspection, the books, records, and official County documents of the Board.
- Represents the County Administrative Office and Board of Supervisors to the public, County departments, and to outside agencies and organizations; participates in outside community and professional groups and committees; provides technical assistance as necessary.
- Performs a variety of administrative support work for the Board of Supervisors and will also assist the County Administrative Officer, as time allows.
- Attends all Board of Supervisors meetings, recording minutes of decisions, actions and votes. Maintains permanent records of meetings. Sets up meeting room and notifies members of meeting location. Notifies appropriate department/agency of action affecting their area.
- Completes follow-up work from Board meetings including preparing correspondence, action reports, extracts of actions and distributes to appropriate officials.

## CLERK OF THE BOARD – 3

### **EXAMPLES OF DUTIES continued**

- Performs a wide variety of specialized office management, administrative support and fiscal support assignments.
- Provides assistance during Board of Supervisors meetings, takes notes and prepares minutes for the Board of Supervisors.
- Transcribes reports, memorandums, and other correspondence from notes, written, and oral instructions.
- Independently prepares correspondence and memorandums.
- Determines information to be included in permanent records of Board proceedings.
- Provides support for Board of Equalization hearings.
- Attends County budget hearings to obtain information and prepare official records.
- Assist with the preparation of minute orders and resolutions of Board actions.
- Publishes required notices before deadlines, reviews and prepares Board agenda and consent agenda.
- Serves as a receptionist for the Board of Supervisors, receiving callers, providing information, answering complaints, and/or scheduling appointments.
- Manages room reservations and County calendars for meeting spaces, etc.
- Provides staff support to the Board of Supervisors including preparation of correspondence and gathering and organizing of information for reports, orders supplies and makes reservations for conferences and will assist the County Administrative Officer, as time allows.
- May compile statistical information and prepare reports.
- Prepares contracts, ordinances, and other legal documents.
- Indexes materials for reference.
- Receives, review invoices/bills, and prepares claims for payment.
- Maintains files of official Boards, commissions and Committee action, filing information as required.
- Prepares and maintains the Department budget as well as monitoring budget expenditures.
- Ensures proper inventory of supplies and equipment, assists five elected officials with planning, organizing, and coordinating functions.
- Works with the public to provide information and resolve concerns.
- Familiar with requirements of the Fair Political Practices Commission for elected officials, entrusted with highly sensitive and confidential information in relation to litigation, personnel and responsible for transcribing closed session information to be sealed for safekeeping.
- Perform all duties established under state law for the clerk of a county Board of Supervisors.
- Serves as the Executive Assistant to the County Administrative Officer, as time allows.
- Provides administrative support to members of the Civil Grand Jury.

## **CLERK OF THE BOARD – 4**

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of audiovisual equipment; use of office equipment including computers, telephones, calculators, copies, transcribing and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is performed in an office environment; contact with staff and the public.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of leadership.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Legal requirements for filing, publishing, and processing of various Board matters, including but not limited to resolutions and ordinances.
- Principles and practices of records management, especially as related to public information and legal documents.
- Preparation of agendas, minutes, and indexing systems; and the format and legal requirements used in preparation of resolutions and ordinances.
- Applicable federal, state and local laws and regulations affecting the activities of the Board, including open meeting laws, parliamentary procedures, the California Ralph M. Brown Act and Public Records Act.
- Administrative principles and methods, including goal setting, program and budget development and implementation.
- Organizational structures of county government, department relationships, programs, services, and other functions.
- Responsibilities, functions, and operating procedures of the CAO and County Board of Supervisors.
- Principles of project management and implementation of new information technology systems and processes.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and County staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.

## **CLERK OF THE BOARD - 5**

### **Knowledge of – continued:**

- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.
- Laws, rules, regulations, and legislation governing the functions and procedures of the Board of Equalization.
- Ensure Brown Act requirements and procedures are followed, at all times.
- Ability to use technological applications for live streaming meetings, posting agendas and managing important systems related to Plumas County business.

### **Ability to:**

- Organize and maintain accurate and complex recordkeeping and indexing systems.
- Research and organize materials for Board information and use.
- Analyze problems, identify alternative solutions, and implement recommendations in support of goals.
- Prepare clear, concise, and complete meeting minutes, documentation, and other reports and correspondence.
- Maintain confidentiality of sensitive information and neutral position on controversial matters.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the Board of Supervisors in answering questions, responding to inquiries, providing assistance, and dealing with concerns from the public, community organizations, other County staff, the press, and other agencies.
- Establish and maintain cooperative working relationships and professional demeanor at all times.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

## **CLERK OF THE BOARD - 6**

### **Training and Experience:**

Equivalent to graduation from high school, supplemented by college-level coursework in business or public administration, general management, or government, and two (2) years of experience providing administrative and clerical support to a public board, council, or commission, preparing public meeting agendas and ensuring compliance with the Ralph M. Brown Act (MMBA).

***OR***

Bachelor's degree in business, public administration or administrative support technology, as well as a minimum of two (2) years' experience in increasingly responsible administrative support work is highly desirable. Prefer administrative work experience in local government ensuring compliance with the Ralph M. Brown Act (MMBA).

***OR***

A Certified Clerks of the Board (CCB) active status as a member of the California Clerk of the Board of Supervisors Association (CCBSA).

***OR***

Graduation from an accredited college or university with an Associate degree in Public or Business Administration, Paralegal, or a related field. In addition, two (2) years of administrative/secretarial support experience assisting with County administration, governing boards, or legal procedures. Prefer administrative work experience in local government ensuring compliance with the Ralph M. Brown Act (MMBA).

Other combinations of education and experience may be considered.

### **Special Requirements:**

Possession of a valid California Driver's License issued by the Department of Motor Vehicles and an insurance certificate proving adequate vehicle insurance. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

**CLERK OF THE BOARD****DEFINITION**

Under general direction, plans, schedules, assigns, supervises, reviews, and participates in the work of staff performing administrative and legally required duties for the Clerk of the Board of Supervisors; reviews agenda items for adherence to California codes and Plumas County policy; records and preserves the actions of Board of Supervisors; prepares, edits, and supervises distribution of Board agendas, minutes, and public hearing notices; designs, implements, and supervises the records maintenance functions of the Board; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

The Clerk of the Board performs numerous duties in support of the Board of Supervisor, County Administrative Officer, and the public. This position is appointed by the Board of Supervisors and provides assistance in a variety of administrative, coordinative, analytical, and liaison capacities and performs duties consistent with the provisions of the California Government Code and County ordinances. Successful performance of the work requires knowledge of public policy, municipal functions and activities, including the role of an elected Board. Responsibilities include coordinating the activities of the Board with those of other departments and outside agencies, and managing and overseeing the complex and varied functions of the assignment. The incumbent is accountable for accomplishing operational goals and objectives.

The position serves as the clearinghouse for all matters requiring the review or executive action of the governing authorities of Plumas County. ~~Under the direction of CAO, t~~The Clerk provides processing and dissemination of all board directives, policies and laws of the County's legislative branch, and provides members of the public with agendas, notices of public hearings, access to public records and the opportunity to attend the open meetings of the Board of Supervisors and other special County meetings. This position shall be in the Confidential Unit.

**REPORTS TO**

~~Receives general direction from the County Administrative Officer or~~Plumas County Board of Supervisors

**CLASSIFICATIONS DIRECTLY SUPERVISED**

Administrative support staff, as needed

## CLERK OF THE BOARD – 2

### **EXAMPLES OF DUTIES**

- Manages the administrative activities of the office of the Board of Supervisors; and plans, coordinates, schedules, and reviews the work.
- Prepares Board agenda and notices for public hearings. Copies information/documents required and assembles/binds packets for designated members and attendees.
- Attends meetings of the Board and directs the recording and maintaining of the record of proceedings in the minute book, including the entry of all resolutions, decisions, as well as the vote of each member.
- ~~Under the direction of the CAO, this position works with~~Works with the Board of Supervisors, County Administrative Officer, County management staff, Board appointed commission and committee members, and others to plan and prepare Board agendas and minutes, as well as commission and committee agendas and minutes.
- Assist with the processes of minutes of complex, sensitive, or routine Board agenda items and executes resultant post meeting documents.
- Executes or communicates details of Board actions; acts as custodian of all documents and records pertinent to actions of the Board, including records management.
- Ensures compliance with the Ralph M. Brown Act, Public Records Act, and that public meetings adhere to generally accepted parliamentary procedures.
- Assist with the notification of County departments, other agencies, and individuals affected by actions of the Board.
- Ensures the public has access to Boards, commissions, and committees' information. Executes documents, contracts, and agreements on behalf of the Board ~~through the CAO approval.~~
- Assist with the receiving, indexing, filing, certifying, and preserving or disposal of all documents, papers, and records deposited, pursuant to the law.
- Researches and provides information for Board members, County staff, and members of the public. Authenticates ordinances, resolutions, minute orders, and other official actions with the Clerk's signature and with the official seal of the Board.
- Maintains the custody of, and keeps available for public inspection, the books, records, and official County documents of the Board.
- Represents the County Administrative Office and Board of Supervisors to the public, County departments, and to outside agencies and organizations; participates in outside community and professional groups and committees; provides technical assistance as necessary.
- Performs a variety of administrative support work for the ~~County Administrative Officer and Board of Supervisors, as directed~~Board of Supervisors and will also assist the County Administrative Officer, as time allows.
- Attends all Board of Supervisors meetings, recording minutes of decisions, actions and votes. Maintains permanent records of meetings. Sets up meeting room and notifies members of meeting location. Notifies appropriate department/agency of action affecting their area.
- Completes follow-up work from Board meetings including preparing correspondence, action reports, extracts of actions and distributes to appropriate officials.



## CLERK OF THE BOARD – 3

### **EXAMPLES OF DUTIES continued**

- Performs a wide variety of specialized office management, administrative support and fiscal support assignments.
- Provides assistance during Board of Supervisors meetings, takes notes and prepares minutes for the Board of Supervisors.
- Transcribes reports, memorandums, and other correspondence from notes, written, and oral instructions.
- Independently prepares correspondence and memorandums.
- Determines information to be included in permanent records of Board proceedings.
- Provides support for Board of Equalization hearings.
- Attends County budget hearings to obtain information and prepare official records.
- Assist with the preparation of minute orders and resolutions of Board actions.
- Publishes required notices before deadlines, reviews and prepares Board agenda and consent agenda ~~per CAO direction.~~
- ~~In coordination with the CAO, assist~~ Serves as a receptionist for the Board of Supervisors, receiving callers, providing information, answering complaints, and/or scheduling appointments.
- Manages room reservations and County calendars for meeting spaces, etc.
- Provides staff support to the ~~CAO Board of Supervisors~~ including preparation of correspondence and gathering and organizing of information for reports, orders supplies and makes reservations for conferences and will assist the County Administrative Officer, as time allows.
- May compile statistical information and prepare reports.
- Prepares contracts, ordinances, and other legal documents.
- Indexes materials for reference.
- Receives, review invoices/bills, and prepares claims for payment, ~~CAO approval.~~
- Maintains files of official Boards, commissions and Committee action, filing information as required.
- ~~Assist the CAO with preparing~~ Prepares and maintaining the Department budget as well as monitoring budget expenditures.
- Ensures proper inventory of supplies and equipment, assists five elected officials with planning, organizing, and coordinating functions.
- Works with the public to provide information and resolve concerns.
- Familiar with requirements of the Fair Political Practices Commission for elected officials, entrusted with highly sensitive and confidential information in relation to litigation, personnel and responsible for transcribing closed session information to be sealed for safekeeping.
- Perform all duties established under state law for the clerk of a county Board of Supervisors.
- Serves as the Executive Assistant to the County Administrative Officer, as time allows.
- Provides administrative support to members of the Civil Grand Jury.

## **CLERK OF THE BOARD – 4**

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of audiovisual equipment; use of office equipment including computers, telephones, calculators, copies, transcribing and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is performed in an office environment; contact with staff and the public.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of leadership.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Legal requirements for filing, publishing, and processing of various Board matters, including but not limited to resolutions and ordinances.
- Principles and practices of records management, especially as related to public information and legal documents.
- Preparation of agendas, minutes, and indexing systems; and the format and legal requirements used in preparation of resolutions and ordinances.
- Applicable federal, state and local laws and regulations affecting the activities of the Board, including open meeting laws, parliamentary procedures, the California Ralph M. Brown Act and Public Records Act.
- Administrative principles and methods, including goal setting, program and budget development and implementation.
- Organizational structures of county government, department relationships, programs, services, and other functions.
- Responsibilities, functions, and operating procedures of the CAO and County Board of Supervisors.
- Principles of project management and implementation of new information technology systems and processes.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and County staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.

## CLERK OF THE BOARD - 5

### Knowledge of – continued:

- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.
- Laws, rules, regulations, and legislation governing the functions and procedures of the Board of Equalization.
- Ensure Brown Act requirements and procedures are followed, at all times.
- Ability to use technological applications for live streaming meetings, posting agendas and managing important ~~achieve~~-systems related to Plumas County business.

### Ability to:

- Organize and maintain accurate and complex recordkeeping and indexing systems.
- Research and organize materials for ~~CAO and~~ Board information and use.
- Analyze problems, identify alternative solutions, and implement recommendations in support of goals.
- Prepare clear, concise, and complete meeting minutes, documentation, and other reports and correspondence.
- Maintain confidentiality of sensitive information and neutral position on controversial matters.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent ~~the CAO and~~ the Board of Supervisors in answering questions, responding to inquiries, providing assistance, and dealing with concerns from the public, community organizations, other County staff, the press, and other agencies.
- Establish and maintain cooperative working relationships and professional demeanor at all times.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments ~~under the direction of the CAO.~~
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

## **CLERK OF THE BOARD - 6**

### **Training and Experience:**

Equivalent to graduation from high school, supplemented by college-level coursework in business or public administration, general management, or government, and two (2) years of experience providing administrative and clerical support to a public board, council, or commission, preparing public meeting agendas and ensuring compliance with the Ralph M. Brown Act (MMBA).

***OR***

Bachelor's degree in business, public administration or administrative support technology, as well as a minimum of two (2) years' experience in increasingly responsible administrative support work is highly desirable. Prefer administrative work experience in local government ensuring compliance with the Ralph M. Brown Act (MMBA).

***OR***

A Certified Clerks of the Board (CCB) active status as a member of the California Clerk of the Board of Supervisors Association (CCBSA).

***OR***

Graduation from an accredited college or university with an Associate degree in Public or Business Administration, Paralegal, or a related field. In addition, two (2) years of administrative/secretarial support experience assisting with County administration, governing boards, or legal procedures. Prefer administrative work experience in local government ensuring compliance with the Ralph M. Brown Act (MMBA).

Other combinations of education and experience may be considered.

### **Special Requirements:**

Possession of a valid California Driver's License issued by the Department of Motor Vehicles and an insurance certificate proving adequate vehicle insurance. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.



**PLUMAS COUNTY  
HUMAN RESOURCES DEPARTMENT  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Josh Mizrahi

**MEETING DATE:** November 12, 2024

**SUBJECT:** Adopt **RESOLUTION** of the Board of Supervisors of the County of Plumas to approve Industrial Disability Retirement of Mr. Jesse W. Leiss; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. Roll call vote

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**Recommendation:**

Adopt **RESOLUTION** of the Board of Supervisors of the County of Plumas to approve Industrial Disability Retirement of Mr. Jesse W. Leiss, pursuant to Government Code Section 21156; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

**Background and Discussion:**

Adopt **RESOLUTION** of the Board of Supervisors of the County of Plumas to approve Industrial Disability Retirement of Mr. Jesse W. Leiss, pursuant to Government Code Section 21156; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

**Action:**

Adopt **RESOLUTION** of the Board of Supervisors of the County of Plumas to approve Industrial Disability Retirement of Mr. Jesse W. Leiss, pursuant to Government Code Section 21156; (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

**Fiscal Impact:**

No General Fund Impact

**Attachments:**

1. 4082 FINAL

**RESOLUTION NO. 2024-\_\_\_\_\_**

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS  
TO APPROVE INDUSTRIAL DISABILITY RETIREMENT OF  
MR. JESSE W. LEISS  
(Section 21156, Government Code)**

**WHEREAS**, the County of Plumas (hereinafter referred to as Agency) is a contracting agency of the California Public Employees' Retirement System (CalPERS); and

**WHEREAS**, the California Public Employees' Retirement Law requires that a contracting agency determine whether an employee of such agency in employment in which he is classified as a local safety member is disabled for purpose of the California Public Employees' Retirement Law and whether such disability is "industrial" within the meaning of such law; and

**WHEREAS**, an application for industrial disability retirement for inability to perform duties due to back injury from Mr. Jesse W. Leiss employed by the Agency in the position of Deputy Sheriff II – Intermediate has been filed with CalPERS; and

**WHEREAS**, the Board of Supervisors has reviewed the medical and other evidence relevant to such alleged disability.

**(1) NOW, THEREFORE BE IT RESOLVED:**

That the Board of Supervisors find and determine that Mr. Jesse W. Leiss is substantially incapacitated within the meaning of the California Public Employees' Retirement Law for performance of his duties in the position of Deputy Sheriff II – Intermediate for his back injury and does hereby certify under penalty of perjury that this determination was made on the basis of competent medical opinion and was not used as a substitute for the disciplinary process in accordance with Government Code section 21156(a)(2). If any of the following disciplinary process occurred before the member's separation from employment, all relevant personnel documents were forwarded to CalPERS for determination of the member's eligibility for disability retirement and CalPERS' determination that the member is eligible to apply for disability retirement was obtained prior to starting the process of determination.

- Disciplinary process was underway prior to the member's separation from employment.
- Terminated for cause.
- Resigned or service retired in lieu of termination.
- The member signed an agreement to waive their reinstatement rights as part of a legal settlement (i.e., Employment Reinstatement Waiver).
- Convicted of or is being investigated for a work-related felony.

**(2)** Mr. Jesse W. Leiss had filed a Workers' Compensation claim for his disabling condition. The Workers' Compensation claim was accepted.

**(3) BE IT FURTHER RESOLVED THAT**, the Board of Supervisors hereby find and determine that such a disability is an injury arising out of and in the course of employment with the agency.

**(4)** Neither said Mr. Jesse W. Leiss nor the agency, County of Plumas has applied to the Workers' Compensation Appeals Board for a determination pursuant to Government Code section 21166 whether such disability is industrial.

**(5) BE IT FURTHER RESOLVED** that the last date paid in the position of Deputy Sheriff II – Intermediate after expiration of his rights under Gov. Code sections 21163 and 21164, is effective November 13, 2024, and that no dispute as to the expiration of such leave rights is pending. The retirement date is November 3,

2024. The member has already exhausted 4850 benefit and Compensating Time Off (CTO). The member will be using unused sick leave until the last date paid.

(6) There is not a possibility of third-party liability.

(7) Advanced Disability Pension Payments will not be made.

(8) The primary disabling condition is a back injury.

(9) The duration of the disabling condition is expected to be permanent which is certified by competent medical opinion.

The forgoing 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 12<sup>th</sup> day of November 2024, by the following vote:

AYES: Supervisors

NOES: Supervisors

ABSENT: Supervisors

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Chairperson, Board of Supervisors

ATTEST:

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Clerk of the Board

Approved as to form:

  
Joshua Brechtel, Attorney  
County Counsel's Office



**PLUMAS COUNTY  
COUNTY ADMINISTRATOR  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Debra Lucero, County Administrative Officer

**MEETING DATE:** November 12, 2024

**SUBJECT:** Adopt a **RESOLUTION** of agreement by the Board of Supervisors of the County of Plumas adopting a Property Tax Transfer Agreement for Plumas County LAFCO File No. 2024-0001 Beckwourth Peak Fire Protection District Annexation of Eastern Plumas Rural Fire Protection District; approved as to form by County Counsel; discussion and possible action; Roll Call Vote.

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**Recommendation:**

Adopt a **RESOLUTION** of agreement by the Board of Supervisors of the County of Plumas adopting a Property Tax Transfer Agreement for Plumas County LAFCO File No. 2024-0001 Beckwourth Peak Fire Protection District Annexation of Eastern Plumas Rural Fire Protection District; approved as to form by County Counsel; discussion and possible action; **Roll Call Vote**.

**Background and Discussion:**

N/A

**Action:**

Adopt a **RESOLUTION** of agreement by the Board of Supervisors of the County of Plumas adopting a Property Tax Transfer Agreement for Plumas County LAFCO File No. 2024-0001 Beckwourth Peak Fire Protection District Annexation of Eastern Plumas Rural Fire Protection District; approved as to form by County Counsel; discussion and possible action; **Roll Call Vote**.

**Fiscal Impact:**

No General Fund Impact.

**Attachments:**

1. Resolution No. 23-8818 - Adopting a property tax transfer AGMT for Plumas County LAFCo (002)
2. Property Tax Exchange Proposal \_EPRFPD\_ 9-4-24 (002) Exhibit A
3. Annex Letter 2024-01 EPRFD to BPFPD
4. Assessor to Auditor Cert Values by TRA for EPRF Annex to BPFPD 24-25
5. Est Revenue Eastern Plumas Rural Fire for Annexation to Beckwourth Peak for LAFCO 10-3-24 24-25
6. Plumas FY 23-24 AB8 Factors wo aircraft for Eastern Plumas Rural Fire Annex Est Revenue 10-3-24



**RESOLUTION NO.**

**A RESOLUTION OF AGREEMENT BY THE BOARD OF SUPERVISORS OF THE  
COUNTY OF PLUMAS ADOPTING A PROPERTY TAX TRANSFER AGREEMENT  
FOR PLUMAS COUNTY LAFCO FILE NO. 2024-0001 BECKWOURTH PEAK FIRE  
PROTECTION DISTRICT ANNEXATION OF EASTERN PLUMAS RURAL FIRE  
PROTECTION DISTRICT**

WHEREAS, on June 6, 1978, the voters of the State of California amended the California Constitution by adding Article XIII A thereto which limited the total amount of property taxes which could be levied on real property by local taxing agencies to one percent (1%) of full cash value; and

WHEREAS, following such constitutional amendment, the California Legislature added Section 99 to the California Revenue and Taxation Code which requires an exchange of property tax revenues when a jurisdictional change alters the service responsibilities of one (1) or more local agencies; and

WHEREAS, a proposal has been filed with the Plumas County LAFCo Executive Officer for the Beckwourth Peak Fire Protection District (BPFDP) to annex the territory within Eastern Plumas Rural Fire Protection District's (EPRFPD) boundaries, and for the Eastern Plumas Rural Fire Protection District to be dissolved; and

WHEREAS, BPFDP was recently formed in 2024 and as part of the formation process, the then existing property tax apportionments for Beckwourth Fire Protection District, Sierra Valley Fire Protection District, and Gold Mountain Community Services District were transferred to the BPFDP as the successor agency. In addition, the City of Portola also provided for the exchange of base property taxes within the incorporated area. These property tax exchanges, along with voter approval of a special tax, provide ongoing dependable revenue sources for the BPFDP to sustain services; and

WHEREAS, the Eastern Plumas Rural Fire Protection District currently receives property tax revenues on only five (5) of its ten (10) tax rate areas; and

WHEREAS, when the annexation of EPRFPD by BPFDP is approved by LAFCO, COUNTY will continue to retain all of its service responsibilities in the new service district areas despite the jurisdiction change; and

WHEREAS, the Board received a Beckwourth Peak Fire protection District Property Tax Exchange proposal (attached as Exhibit A) for the Eastern Plumas Rural Fire Protection District.

NOW THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Supervisors of the County of Plumas, State of California, as follows:

1. This Resolution affects the following Tax Rate Areas: 053-040, 053-107, 053-124, 053-160, 053-161, 053-071, 053-072, 053-114, 053-158, 053-190.
2. Definitions: Unless the particular provisions or context otherwise requires, the definitions contained in this paragraph and in the Revenue and Taxation Code shall govern the construction, meaning, and application of words used in this Resolution.
  - a. "Base property tax rate" means property tax revenues allocated by base tax equivalents to all taxing jurisdictions as to the geographic area comprising a given tax rate area annex in the fiscal year immediately preceding the tax year in which the property tax revenues are apportioned pursuant to this Agreement, including the amount of the State of California reimbursement for the homeowners and business inventory exemptions.
  - b. "Property tax increment" means revenue from the annual tax increment, as "annual tax increment" is defined in section 96.5 of the Revenue and Taxation Code, attributable to the tax rate area for the respective year.
  - c. "Property tax revenue" means base property tax revenue, plus the property tax increment for a given tax rate area.
3. Upon the finalization of the LAFCo Project 2024-0001, property tax revenues generated from within the subject area (the Eastern Plumas Rural Fire Protection District territory) shall be governed by this Resolution and shall be allocated as outlined in the attached proposal (Exhibit A).
4. This transfer of property tax base and increment shall not be effective until
  - a. the tax year following the calendar year in which the statement of boundary changes and the map or plat is filed with the County Assessor and the State Board of Equalization; and
  - b. All the terms and conditions of this Resolution are accepted by Resolution of the Board of Directors of the District.
5. This determination is made without prejudice to any future jurisdictional changes and does not establish a precedent for making future determinations pursuant to Section 99 of the Revenue and Taxation Code.
6. The property tax increment revenue for all other local agencies shall not be changed as the result of the annexation of Eastern Plumas Rural Fire Protection District by Beckwourth Peak Fire Protection District.

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 November 12, 2024, by the following vote:

Ayes:

Noes:

Absent:

---

Greg Hagwood, Chair  
Plumas County Board of Supervisors

Attest:

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Allen Hiskey  
Clerk of the Board of Supervisors

Approved as to Form:



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Joshua Brechtel  
Interim County Counsel

"EXHIBIT A"

To: The Honorable Plumas County Board of Supervisors

From: Beckwourth Peak Fire Protection District

Represented by Board Directors Cary Curtis and Larry Smith

# A Property Tax Exchange Proposal for the Annexation of Eastern Plumas Rural FPD

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SEPTEMBER 10, 2024

Author: Colette Metz on Behalf of Beckwourth Peak FPD

PLANWEST PARTNERS

## **Annexation of Eastern Plumas Rural FPD to the Beckwourth Peak Fire Protection District Property Tax Exchange Proposal**

The Beckwourth Peak Fire Protection District (BPFPD) was recently formed in 2024 after receiving voter approval to consolidate the fire services functions of four existing providers into a single new district providing fire and emergency medical response services for the region. This effort to establish a newly formed regional fire district was in response to the rising costs of equipment, liability insurance, increased wildfire severity, decline of volunteers, and the pressures of scattered residential development in disperse areas. As part of the formation process, the existing property tax apportionments for Beckwourth FPD, Sierra Valley FPD, and Gold Mountain CSD were transferred to the BPFPD as the successor agency. In addition, the City of Portola also provided for the exchange of base property taxes within the incorporated area. These property tax exchanges, along with voter approval of a special tax, provide ongoing dependable revenue sources for the BPFPD to sustain services.

On June 22, 2023, Eastern Plumas Rural Fire Protection District (EPRFPD) ceased providing all fire and emergency medical services and has since relied on BPFPD to provide uncompensated services within the EPRFPD service boundaries. In January 2024, EPRFPD requested through Plumas LAFCo to be annexed into BPFPD.

Like the exchanges for Beckwourth, Sierra Valley and Gold Mountain, the existing base property tax and tax allocation factors for each Tax Rate Area (TRA) for EPRFPD would be transferred to the BPFPD upon annexation. However, due to unintended oversight, EPRFPD is not receiving a share of the tax increment in 5 of the 10 TRAs where EPRFPD is listed as a taxing entity.

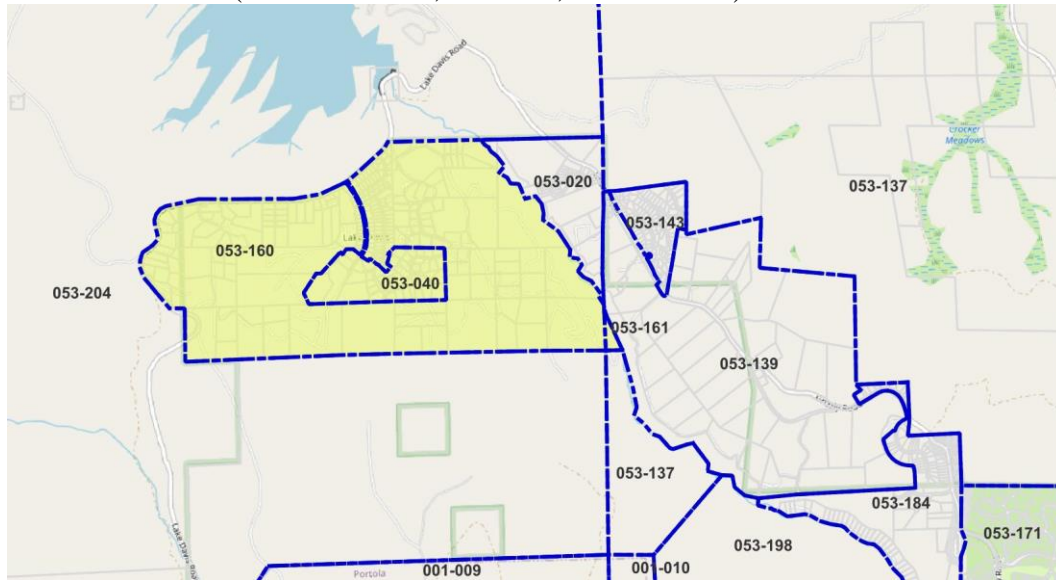
This proposal cleans up the oversight issues and brings equity and consistency to all TRA's currently under EPRFPD. Additionally, to bring some parity to BPFPD, the proposal also introduces a base transfer for the TRA's within EPRFPD that have never received a tax sharing apportionment.

EPRFPD was formed in 1976. Below is background information regarding the 5 TRAs where EPRFPD is not currently receiving a share of property taxes. All areas have been served and within the boundary of EPRFPD for 25+ years (before 2000).

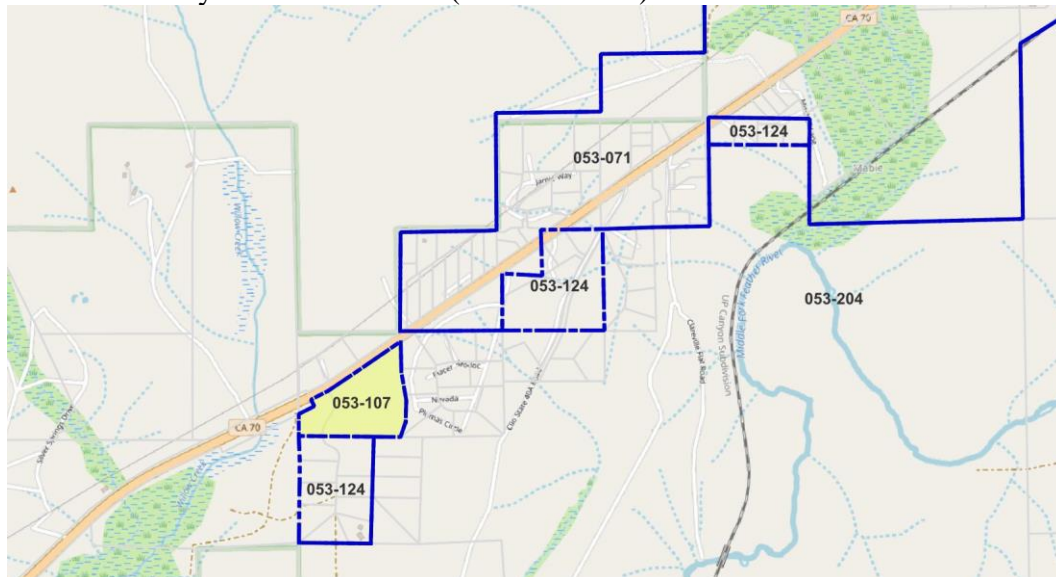
<b>TRA</b>	<b>Annexation</b>
053-040	Lake Davis Highlands Subdivision Unit No. 2 area; BOE file identifies 1973 subdivision description. Unknown when area was annexed into FPD.
053-107	Premo Territory Annexation; LAFCo Resolution No. 84-3, approved Apr. 19, 1984; Certificate of Completion filed Jan. 4, 1985.
053-124	West Side Territory Annexation to EPRFPD; Resolution No. 90-3, November 13, 1990.

053-160	Lake Davis Annexation to EPRFPD (1,069.22 acres total); LAFCo Resolution No. 97-1, 97-2; Certificate of Completion March 18, 1998.
053-161	Lake Davis Annexation to EPRFPD (see above). Resulted in two TRA changes. TRA 053-161 federally owned and exempt.

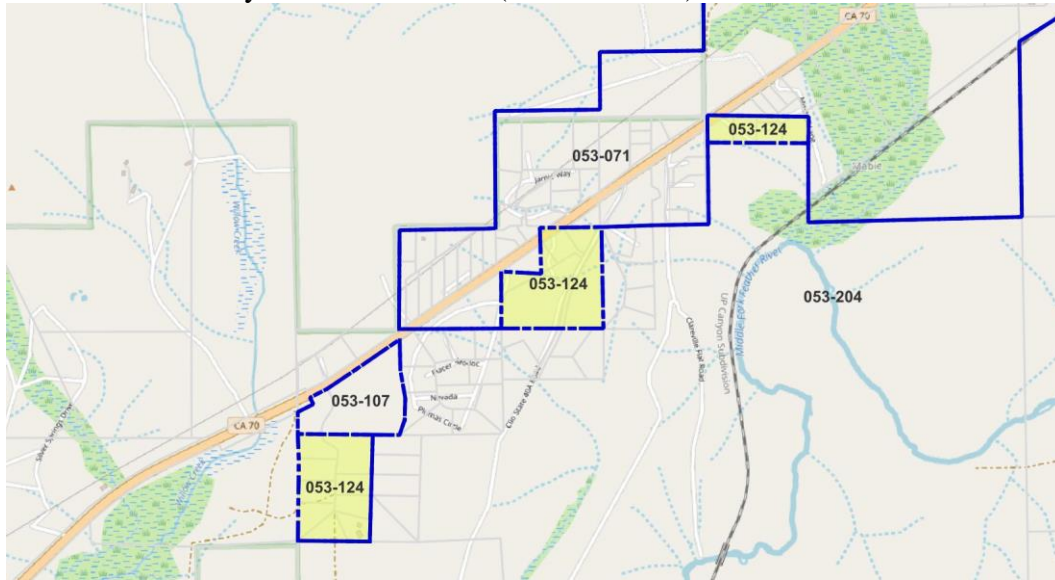
Lake Davis Area (TRAs 053-040, 053-160, and 053-161):



Premo Territory Annexation Area (TRA 053-107):



West Side Territory Annexation Area (TRA 053-124):



Property tax is a critical source of revenue for this county. In the past, the County Administrator has recommended tax exchange agreements that would result in a transfer of the county's share of the base property tax revenue only where there was an equal exchange of services, and only considered exchanging property tax growth for annexation areas subject to pending subdivision applications. In the case of the 5 TRAs, it is unknown why property tax exchange process did not occur upon annexation to EPRFPD. Each of these annexations occurred due to pending subdivision and development that demanded services by EPRFPD. Today, the demand and cost for services continues to increase and BPFDP's work toward the most efficient, effective, and sustainable fire and rescue service delivery system will result in clear benefits for the county.

As part of annexation, BPFDP is requesting a tax exchange agreement that provides for the following:

- Transfers the existing base property tax and tax increment factors in TRAs 053-071, 053-072, 053-114, 053-158, 053-190, where EPRFPD currently receives a portion of the one percent ad valorem property tax, to BPFDP upon annexation.
- Transfers a portion of the county's share of the base property tax revenue in TRAs 053-040, 053-107, 053-124, 053-060, 053-161, equivalent to [75% or 100%] of the average BPFDP tax increment factor (75% of 7% TIF), multiplied by the 1% property tax revenue for the current year, to BPFDP upon annexation. The fire district's property tax base would increase by the amount transferred; the county's base would be reduced by the same amount. In addition, BPFDP would receive 100% of its annual TIF applied to growth in property tax; the County's share of property tax growth would then be reduced by that amount.

## Property Tax Exchange

TRA	Current County TIF	Tax Distributioun 2022	Prior Year Tax Distribution	Increment (Growth)	Pct Growth	New BPPFD TIF	New County TIF	Property Tax Growth				
								To County w/ Old TIF	To County w/ New TIF	To BPPFD	@ 75.00%	@ 100.00%
053-040	30.2710220%	\$46,926.56	\$42,434.57	\$4,491.99	10.6%	7.0000000%	23.2710220%	\$1,359.77	\$1,045.33	\$314.44	\$2,463.64	\$3,284.86
053-071	28.1131290%	\$915,961.49	\$845,740.54	\$70,220.95	8.3%	7.1291620%						
053-072	24.5491020%	\$256,460.04	\$245,507.73	\$10,952.31	4.5%	6.2253710%						
053-107	30.2712330%	\$16,681.74	\$15,971.76	\$709.98	4.4%	7.0000000%	23.2712330%	\$214.92	\$165.22	\$49.70	\$875.79	\$1,167.72
053-114	28.1131290%	\$9,770.65	\$9,792.43	-\$21.78	-0.2%	7.1291620%						
053-124	30.2712330%	\$56,244.52	\$51,458.74	\$4,785.78	9.3%	7.0000000%	23.2712330%	\$1,448.71	\$1,113.71	\$335.00	\$2,952.84	\$3,937.12
053-158	25.8131290%	\$30,540.26	\$28,818.69	\$1,721.57	6.0%	7.1291620%						
053-160	30.2712330%	\$271,131.83	\$240,803.80	\$30,328.03	12.6%	7.0000000%	23.2712330%	\$9,180.67	\$7,057.71	\$2,122.96	\$14,234.42	\$18,979.23
053-190	23.2712332%	\$14,499.75	\$13,516.05	\$983.70	7.3%	6.9999998%						
Total								\$12,204.07	\$9,381.97	\$2,822.10	\$20,526.69	\$27,368.93

*Note:* In 2023, the State Board of Equalization made TRA boundary corrections for 053-107 and 053-124, resulting in seven (7) additional APNs not reflected in the above table (based on 2022 values). Those 7 APNs have a net (after exemptions) assessed value of \$978,870, which would result in an additional \$685 per year if the District received 100% of the base exchange at 7%.





# PLUMAS COUNTY AUDITOR / CONTROLLER

520 MAIN STREET • ROOM 205 • QUINCY, CA 95971-4111 • (530) 283-6249 • FAX (530) 283-6442  
Martee Nieman Graham • AUDITOR / CONTROLLER

October 4, 2024

To:                   Plumas County Board of Supervisors                   Eastern Plumas Healthcare  
                        Plumas County Counsel                       Grizzly Lake CSD  
                        Flood Control                                   Portola Cemetery  
                        Office of Education                           Feather River College  
                        Plumas Unified School District               Eastern Plumas Rural Fire

Cc:                   Jennifer Stephenson, LAFCO Executive Officer

From:               Martee Nieman Graham, Auditor/Controller

Subject:            LAFCO File 2024-01 Eastern Plumas Rural Fire Protection District

This memo serves as your notification that proceedings have been initiated affecting certain property in your district. These proceedings concern the formation and reorganization of property into the Beckwourth Peak Fire Protection District.

Attached is an estimate of the amount of property tax revenue generated within the territory that is the subject of jurisdictional change during the current fiscal year.

Upon receipt of this memo and attached estimates, the agencies shall commence negotiations to determine the amount of property tax revenues to be exchanged between and among the agencies. This negotiation period shall not exceed sixty days.

In the event that LAFCO modifies the proposal or its resolution of determination, any agency whose service area of responsibility would be altered may request, and the LAFCO Executive Officer shall grant, a fifteen-day extension to renegotiate an exchange of property tax revenues. If the resolutions are not presented to LAFCO within the fifteen-day period, all proceedings of the jurisdictional change shall automatically be terminated.

The agency may, by the adoption of a resolution of its governing board, determine to exchange any portion of its property tax revenues. Upon the agency's adoption of their resolution, the agency shall notify the County Board of Supervisors. If the County Board of Supervisors concurs with the proposed exchange of proposed property tax revenues, the Board shall, by resolution notify the County Auditor of the approved exchange.

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
Model Num: FINAL, Tax Year: 2024, Exclude: False

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>000-001</b>								
TOTALS	0	0	0	0	0	0	0	0
<b>000-002</b>								
TOTALS	0	0	0	0	0	0	0	0
<b>001-001</b>								
SECURED	1,531	32,952,552	140,105,700	785,077	173,843,329	2,062,268	9,703,662	162,077,399
UNSECURED	89	0	409,107	2,801,329	3,210,436	0	12,654	3,197,782
TOTALS	1,620	32,952,552	140,514,807	3,586,406	177,053,765	2,062,268	9,716,316	165,275,181
<b>001-002</b>								
SECURED	1	517,698	0	0	517,698	0	0	517,698
TOTALS	1	517,698	0	0	517,698	0	0	517,698
<b>001-003</b>								
UNSECURED	1	15,950	47,850	24,850	88,650	0	88,650	0
TOTALS	2	15,950	47,850	24,850	88,650	0	88,650	0
<b>001-004</b>								
SECURED	45	2,341,502	8,422,374	0	10,763,876	154,000	186,274	10,423,602
UNSECURED	3	0	0	72,440	72,440	0	0	72,440
TOTALS	48	2,341,502	8,422,374	72,440	10,836,316	154,000	186,274	10,496,042
<b>001-005</b>								
SECURED	5	124,149	297,510	0	421,659	14,000	0	407,659
TOTALS	5	124,149	297,510	0	421,659	14,000	0	407,659

County of Plumas  
**ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA**  
Model Num: FINAL, Tax Year: 2024, Exclude: False

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>001-006</b>								
SECURED	3	156,506	398,289	0	554,795	7,000	0	547,795
<b>TOTALS</b>	<b>3</b>	<b>156,506</b>	<b>398,289</b>	<b>0</b>	<b>554,795</b>	<b>7,000</b>	<b>0</b>	<b>547,795</b>
<b>001-007</b>								
SECURED	2	767,736	0	0	767,736	0	0	767,736
<b>TOTALS</b>	<b>2</b>	<b>767,736</b>	<b>0</b>	<b>0</b>	<b>767,736</b>	<b>0</b>	<b>0</b>	<b>767,736</b>
<b>001-008</b>								
SECURED	12	572,552	1,903,189	0	2,475,741	7,000	0	2,468,741
<b>TOTALS</b>	<b>12</b>	<b>572,552</b>	<b>1,903,189</b>	<b>0</b>	<b>2,475,741</b>	<b>7,000</b>	<b>0</b>	<b>2,468,741</b>
<b>001-009</b>								
SECURED	1	529,643	1,400,712	0	1,930,355	0	0	1,930,355
<b>TOTALS</b>	<b>1</b>	<b>529,643</b>	<b>1,400,712</b>	<b>0</b>	<b>1,930,355</b>	<b>0</b>	<b>0</b>	<b>1,930,355</b>
<b>001-010</b>								
SECURED	1	6,588	0	0	6,588	0	0	6,588
<b>TOTALS</b>	<b>1</b>	<b>6,588</b>	<b>0</b>	<b>0</b>	<b>6,588</b>	<b>0</b>	<b>0</b>	<b>6,588</b>
<b>001-013</b>								
SECURED	1	39,976	0	0	39,976	0	0	39,976
<b>TOTALS</b>	<b>1</b>	<b>39,976</b>	<b>0</b>	<b>0</b>	<b>39,976</b>	<b>0</b>	<b>0</b>	<b>39,976</b>
<b>053-000</b>								
SECURED	19	1,409,927	3,059,910	0	4,469,837	70,000	0	4,399,837
UNSECURED	1	0	0	7,020	7,020	0	0	7,020
<b>TOTALS</b>	<b>20</b>	<b>1,409,927</b>	<b>3,059,910</b>	<b>7,020</b>	<b>4,476,857</b>	<b>70,000</b>	<b>0</b>	<b>4,406,857</b>

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
Model Num: FINAL, Tax Year: 2024, Exclude: False

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-001</b>								
SECURED	59	2,614,430	279,114	16,331	2,909,875	4,165	0	2,905,710
UNSECURED	38	211,587	1,890	133,110	346,587	0	17,512	329,075
<b>TOTALS</b>	<b>97</b>	<b>2,826,017</b>	<b>281,004</b>	<b>149,441</b>	<b>3,256,462</b>	<b>4,165</b>	<b>17,512</b>	<b>3,234,785</b>
<b>053-002</b>								
SECURED	293	10,641,934	793,890	2,520	11,438,344	14,000	0	11,424,344
UNSECURED	29	123,917	20,808	530,980	675,705	0	6,437	669,268
<b>TOTALS</b>	<b>322</b>	<b>10,765,851</b>	<b>814,698</b>	<b>533,500</b>	<b>12,114,049</b>	<b>14,000</b>	<b>6,437</b>	<b>12,093,612</b>
<b>053-003</b>								
SECURED	5	82,377	0	0	82,377	0	0	82,377
<b>TOTALS</b>	<b>5</b>	<b>82,377</b>	<b>0</b>	<b>0</b>	<b>82,377</b>	<b>0</b>	<b>0</b>	<b>82,377</b>
<b>053-004</b>								
SECURED	251	22,476,920	13,559,020	2,646,356	38,682,296	84,000	0	38,598,296
UNSECURED	58	590,986	273,801	25,531	890,318	0	4,432	885,886
<b>TOTALS</b>	<b>309</b>	<b>23,067,906</b>	<b>13,832,821</b>	<b>2,671,887</b>	<b>39,572,614</b>	<b>84,000</b>	<b>4,432</b>	<b>39,484,182</b>
<b>053-005</b>								
SECURED	15	598,183	654,989	0	1,253,172	0	0	1,253,172
UNSECURED	5	21,173	0	0	21,173	0	0	21,173
<b>TOTALS</b>	<b>20</b>	<b>619,356</b>	<b>654,989</b>	<b>0</b>	<b>1,274,345</b>	<b>0</b>	<b>0</b>	<b>1,274,345</b>
<b>053-006</b>								
SECURED	2	89,974	109,665	0	199,639	0	0	199,639
<b>TOTALS</b>	<b>2</b>	<b>89,974</b>	<b>109,665</b>	<b>0</b>	<b>199,639</b>	<b>0</b>	<b>0</b>	<b>199,639</b>

**County of Plumas**  
**ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA**  
**Model Num: FINAL, Tax Year: 2024, Exclude: False**

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-007</b>								
SECURED	59	2,854,490	1,544,374	36,430	4,435,294	0	0	4,435,294
UNSECURED	4	12,530	142,620	86,100	241,250	0	0	241,250
<b>TOTALS</b>	<b>63</b>	<b>2,867,020</b>	<b>1,686,994</b>	<b>122,530</b>	<b>4,676,544</b>	<b>0</b>	<b>0</b>	<b>4,676,544</b>
<b>053-008</b>								
SECURED	12	527,151	1,137,382	0	1,664,533	0	0	1,664,533
UNSECURED	11	142,800	840,048	46,772	1,029,620	0	2,370	1,027,250
<b>TOTALS</b>	<b>23</b>	<b>669,951</b>	<b>1,977,430</b>	<b>46,772</b>	<b>2,694,153</b>	<b>0</b>	<b>2,370</b>	<b>2,691,783</b>
<b>053-009</b>								
SECURED	3	359,521	659,325	0	1,018,846	0	0	1,018,846
<b>TOTALS</b>	<b>3</b>	<b>359,521</b>	<b>659,325</b>	<b>0</b>	<b>1,018,846</b>	<b>0</b>	<b>0</b>	<b>1,018,846</b>
<b>053-010</b>								
SECURED	972	40,207,088	145,917,071	56,811,677	242,935,836	2,674,913	3,085,635	237,175,288
UNSECURED	114	511,474	3,361,344	7,976,752	11,849,570	24,277	62,020	11,763,273
<b>TOTALS</b>	<b>1,086</b>	<b>40,718,562</b>	<b>149,278,415</b>	<b>64,788,429</b>	<b>254,785,406</b>	<b>2,699,190</b>	<b>3,147,655</b>	<b>248,938,561</b>
<b>053-011</b>								
SECURED	200	10,167,593	18,271,758	0	28,439,351	49,000	0	28,390,351
UNSECURED	88	3,353,357	5,160,407	185,988	8,699,752	0	0	8,699,752
<b>TOTALS</b>	<b>288</b>	<b>13,520,950</b>	<b>23,432,165</b>	<b>185,988</b>	<b>37,139,103</b>	<b>49,000</b>	<b>0</b>	<b>37,090,103</b>
<b>053-012</b>								
SECURED	107	3,319,612	7,887,516	27,487	11,234,615	7,000	100,947	11,126,668
UNSECURED	5	178	3,817	28,055	32,050	0	178	31,872
<b>TOTALS</b>	<b>112</b>	<b>3,319,790</b>	<b>7,891,333</b>	<b>55,542</b>	<b>11,266,665</b>	<b>7,000</b>	<b>101,125</b>	<b>11,158,540</b>

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-013</b>								
UNSECURED	4	162,982	463,404	0	626,386	0	0	626,386
<b>TOTALS</b>	<b>8</b>	<b>162,982</b>	<b>463,404</b>	<b>0</b>	<b>626,386</b>	<b>0</b>	<b>0</b>	<b>626,386</b>
<b>053-014</b>								
SECURED	62	4,448,031	692,073	29,073	5,169,177	0	0	5,169,177
UNSECURED	2	26,250	0	0	26,250	0	1,875	24,375
<b>TOTALS</b>	<b>64</b>	<b>4,474,281</b>	<b>692,073</b>	<b>29,073</b>	<b>5,195,427</b>	<b>0</b>	<b>1,875</b>	<b>5,193,552</b>
<b>053-015</b>								
SECURED	5	33,632	0	0	33,632	0	0	33,632
<b>TOTALS</b>	<b>5</b>	<b>33,632</b>	<b>0</b>	<b>0</b>	<b>33,632</b>	<b>0</b>	<b>0</b>	<b>33,632</b>
<b>053-016</b>								
SECURED	1,752	302,636,949	513,220,880	1,476,741	817,334,570	665,000	678,026	815,991,544
UNSECURED	415	0	844,512	13,126,872	13,971,384	0	7,470	13,963,914
<b>TOTALS</b>	<b>2,167</b>	<b>302,636,949</b>	<b>514,065,392</b>	<b>14,603,613</b>	<b>831,305,954</b>	<b>665,000</b>	<b>685,496</b>	<b>829,955,458</b>
<b>053-017</b>								
SECURED	410	56,753,076	72,167,421	878,796	129,799,293	175,000	161,083	129,463,210
UNSECURED	53	0	26,541	727,360	753,901	0	0	753,901
<b>TOTALS</b>	<b>463</b>	<b>56,753,076</b>	<b>72,193,962</b>	<b>1,606,156</b>	<b>130,553,194</b>	<b>175,000</b>	<b>161,083</b>	<b>130,217,111</b>
<b>053-018</b>								
SECURED	17	444,765	0	0	444,765	0	0	444,765
<b>TOTALS</b>	<b>18</b>	<b>444,765</b>	<b>0</b>	<b>0</b>	<b>444,765</b>	<b>0</b>	<b>0</b>	<b>444,765</b>

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
Model Num: FINAL, Tax Year: 2024, Exclude: False

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-019</b>								
SECURED	24	1,316,212	4,810,742	5,500	6,132,454	35,000	417,599	5,679,855
UNSECURED	2	0	437,410	1,068,640	1,506,050	0	0	1,506,050
<b>TOTALS</b>	<b>26</b>	<b>1,316,212</b>	<b>5,248,152</b>	<b>1,074,140</b>	<b>7,638,504</b>	<b>35,000</b>	<b>417,599</b>	<b>7,185,905</b>
<b>053-020</b>								
SECURED	45	1,981,792	5,103,358	0	7,085,150	28,000	0	7,057,150
<b>TOTALS</b>	<b>45</b>	<b>1,981,792</b>	<b>5,103,358</b>	<b>0</b>	<b>7,085,150</b>	<b>28,000</b>	<b>0</b>	<b>7,057,150</b>
<b>053-021</b>								
SECURED	19	426,763	818,980	0	1,245,743	42,000	0	1,203,743
UNSECURED	2	0	0	26,580	26,580	0	0	26,580
<b>TOTALS</b>	<b>21</b>	<b>426,763</b>	<b>818,980</b>	<b>26,580</b>	<b>1,272,323</b>	<b>42,000</b>	<b>0</b>	<b>1,230,323</b>
<b>053-022</b>								
SECURED	5	71,081	0	0	71,081	0	0	71,081
<b>TOTALS</b>	<b>5</b>	<b>71,081</b>	<b>0</b>	<b>0</b>	<b>71,081</b>	<b>0</b>	<b>0</b>	<b>71,081</b>
<b>053-023</b>								
SECURED	40	740,876	0	0	740,876	0	0	740,876
UNSECURED	10	125,135	87,333	14,990	227,458	0	66,011	161,447
<b>TOTALS</b>	<b>50</b>	<b>866,011</b>	<b>87,333</b>	<b>14,990</b>	<b>968,334</b>	<b>0</b>	<b>66,011</b>	<b>902,323</b>
<b>053-024</b>								
SECURED	21	702,848	918,034	0	1,620,882	14,000	0	1,606,882
<b>TOTALS</b>	<b>21</b>	<b>702,848</b>	<b>918,034</b>	<b>0</b>	<b>1,620,882</b>	<b>14,000</b>	<b>0</b>	<b>1,606,882</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-025</b>								
SECURED	10	260,388	0	0	260,388	0	0	260,388
UNSECURED	4	0	0	573,220	573,220	0	0	573,220
<b>TOTALS</b>	<b>14</b>	<b>260,388</b>	<b>0</b>	<b>573,220</b>	<b>833,608</b>	<b>0</b>	<b>0</b>	<b>833,608</b>
<b>053-026</b>								
SECURED	426	12,270,253	8,635,378	641,928	21,547,559	195,362	1,043,667	20,308,530
UNSECURED	8	0	913	1,069,234	1,070,147	0	2,970	1,067,177
<b>TOTALS</b>	<b>434</b>	<b>12,270,253</b>	<b>8,636,291</b>	<b>1,711,162</b>	<b>22,617,706</b>	<b>195,362</b>	<b>1,046,637</b>	<b>21,375,707</b>
<b>053-027</b>								
SECURED	101	3,135,996	5,391,215	12,536	8,539,747	140,000	0	8,399,747
UNSECURED	1	0	6,170	0	6,170	0	0	6,170
<b>TOTALS</b>	<b>102</b>	<b>3,135,996</b>	<b>5,397,385</b>	<b>12,536</b>	<b>8,545,917</b>	<b>140,000</b>	<b>0</b>	<b>8,405,917</b>
<b>053-028</b>								
SECURED	12	415,417	110,879	0	526,296	14,000	0	512,296
<b>TOTALS</b>	<b>12</b>	<b>415,417</b>	<b>110,879</b>	<b>0</b>	<b>526,296</b>	<b>14,000</b>	<b>0</b>	<b>512,296</b>
<b>053-029</b>								
SECURED	20	1,057,228	3,328,364	0	4,385,592	70,000	161,083	4,154,509
UNSECURED	4	0	0	96,610	96,610	0	0	96,610
<b>TOTALS</b>	<b>24</b>	<b>1,057,228</b>	<b>3,328,364</b>	<b>96,610</b>	<b>4,482,202</b>	<b>70,000</b>	<b>161,083</b>	<b>4,251,119</b>
<b>053-030</b>								
SECURED	381	6,671,735	22,723,639	114,343	29,509,717	378,000	353,362	28,778,355
UNSECURED	9	0	0	93,960	93,960	0	0	93,960
<b>TOTALS</b>	<b>390</b>	<b>6,671,735</b>	<b>22,723,639</b>	<b>208,303</b>	<b>29,603,677</b>	<b>378,000</b>	<b>353,362</b>	<b>28,872,315</b>



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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-031</b>								
SECURED	449	15,292,591	18,465,397	9,660	33,767,648	28,000	0	33,739,648
UNSECURED	222	8,804,027	15,771,609	290,082	24,865,718	0	372,503	24,493,215
<b>TOTALS</b>	<b>671</b>	<b>24,096,618</b>	<b>34,237,006</b>	<b>299,742</b>	<b>58,633,366</b>	<b>28,000</b>	<b>372,503</b>	<b>58,232,863</b>
<b>053-032</b>								
SECURED	352	31,808,531	100,471,104	6,820	132,286,455	175,000	161,083	131,950,372
UNSECURED	62	0	0	1,066,780	1,066,780	0	0	1,066,780
<b>TOTALS</b>	<b>414</b>	<b>31,808,531</b>	<b>100,471,104</b>	<b>1,073,600</b>	<b>133,353,235</b>	<b>175,000</b>	<b>161,083</b>	<b>133,017,152</b>
<b>053-033</b>								
SECURED	32	1,391,043	1,880,832	0	3,271,875	21,000	0	3,250,875
UNSECURED	6	19,013	11,213	1,110	31,336	0	1,860	29,476
<b>TOTALS</b>	<b>38</b>	<b>1,410,056</b>	<b>1,892,045</b>	<b>1,110</b>	<b>3,303,211</b>	<b>21,000</b>	<b>1,860</b>	<b>3,280,351</b>
<b>053-034</b>								
SECURED	7	193,195	143,263	0	336,458	0	0	336,458
<b>TOTALS</b>	<b>7</b>	<b>193,195</b>	<b>143,263</b>	<b>0</b>	<b>336,458</b>	<b>0</b>	<b>0</b>	<b>336,458</b>
<b>053-035</b>								
SECURED	632	23,450,799	8,685,039	5,500	32,141,338	7,000	626,709	31,507,629
UNSECURED	133	1,974,135	5,113,196	1,559,370	8,646,701	0	317,553	8,329,148
<b>TOTALS</b>	<b>765</b>	<b>25,424,934</b>	<b>13,798,235</b>	<b>1,564,870</b>	<b>40,788,039</b>	<b>7,000</b>	<b>944,262</b>	<b>39,836,777</b>
<b>053-036</b>								
SECURED	1,145	53,005,876	140,875,732	750,860	194,632,468	2,035,600	3,898,147	188,698,721
UNSECURED	135	35,700	1,602,037	10,245,367	11,883,104	0	5,248	11,877,856
<b>TOTALS</b>	<b>1,280</b>	<b>53,041,576</b>	<b>142,477,769</b>	<b>10,996,227</b>	<b>206,515,572</b>	<b>2,035,600</b>	<b>3,903,395</b>	<b>200,576,577</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-037</b>								
SECURED	2	125,247	2,096,262	118,558	2,340,067	0	747,179	1,592,888
<b>TOTALS</b>	<b>2</b>	<b>125,247</b>	<b>2,096,262</b>	<b>118,558</b>	<b>2,340,067</b>	<b>0</b>	<b>747,179</b>	<b>1,592,888</b>
<b>053-038</b>								
SECURED	1	222,497	39,263	0	261,760	0	0	261,760
UNSECURED	1	0	0	5,180	5,180	0	0	5,180
<b>TOTALS</b>	<b>2</b>	<b>222,497</b>	<b>39,263</b>	<b>5,180</b>	<b>266,940</b>	<b>0</b>	<b>0</b>	<b>266,940</b>
<b>053-039</b>								
SECURED	113	6,491,131	20,392,318	0	26,883,449	301,000	161,083	26,421,366
UNSECURED	13	0	0	372,640	372,640	0	0	372,640
<b>TOTALS</b>	<b>126</b>	<b>6,491,131</b>	<b>20,392,318</b>	<b>372,640</b>	<b>27,256,089</b>	<b>301,000</b>	<b>161,083</b>	<b>26,794,006</b>
<b>053-040</b>								
SECURED	39	2,118,519	3,458,026	0	5,576,545	7,000	161,083	5,408,462
UNSECURED	1	0	0	6,870	6,870	0	0	6,870
<b>TOTALS</b>	<b>40</b>	<b>2,118,519</b>	<b>3,458,026</b>	<b>6,870</b>	<b>5,583,415</b>	<b>7,000</b>	<b>161,083</b>	<b>5,415,332</b>
<b>053-041</b>								
SECURED	11	998,549	291,997	0	1,290,546	0	0	1,290,546
UNSECURED	1	0	0	3,060	3,060	0	0	3,060
<b>TOTALS</b>	<b>12</b>	<b>998,549</b>	<b>291,997</b>	<b>3,060</b>	<b>1,293,606</b>	<b>0</b>	<b>0</b>	<b>1,293,606</b>
<b>053-042</b>								
SECURED	9	510,313	1,712,497	0	2,222,810	14,000	0	2,208,810
UNSECURED	9	38,572	0	0	38,572	0	0	38,572
<b>TOTALS</b>	<b>18</b>	<b>548,885</b>	<b>1,712,497</b>	<b>0</b>	<b>2,261,382</b>	<b>14,000</b>	<b>0</b>	<b>2,247,382</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-043</b>								
SECURED	349	22,633,290	17,659,193	78,879	40,371,362	252,000	524,496	39,594,866
UNSECURED	69	537,713	220,416	319,854	1,077,983	21,000	41,805	1,015,178
<b>TOTALS</b>	<b>418</b>	<b>23,171,003</b>	<b>17,879,609</b>	<b>398,733</b>	<b>41,449,345</b>	<b>273,000</b>	<b>566,301</b>	<b>40,610,044</b>
<b>053-044</b>								
<b>TOTALS</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>053-045</b>								
SECURED	32	1,543,695	3,311,770	0	4,855,465	21,000	0	4,834,465
UNSECURED	1	0	0	5,180	5,180	0	0	5,180
<b>TOTALS</b>	<b>33</b>	<b>1,543,695</b>	<b>3,311,770</b>	<b>5,180</b>	<b>4,860,645</b>	<b>21,000</b>	<b>0</b>	<b>4,839,645</b>
<b>053-047</b>								
SECURED	786	37,844,535	131,948,795	1,159,779	170,953,109	1,771,000	10,546,355	158,635,754
UNSECURED	348	281,888	3,819,009	9,067,370	13,168,267	2,674	190,355	12,975,238
<b>TOTALS</b>	<b>1,134</b>	<b>38,126,423</b>	<b>135,767,804</b>	<b>10,227,149</b>	<b>184,121,376</b>	<b>1,773,674</b>	<b>10,736,710</b>	<b>171,610,992</b>
<b>053-048</b>								
SECURED	551	32,863,796	121,967,994	1,169,516	156,001,306	1,449,000	658,412	153,893,894
UNSECURED	45	3,446	203,876	529,007	736,329	14,000	1,826	720,503
<b>TOTALS</b>	<b>596</b>	<b>32,867,242</b>	<b>122,171,870</b>	<b>1,698,523</b>	<b>156,737,635</b>	<b>1,463,000</b>	<b>660,238</b>	<b>154,614,397</b>
<b>053-049</b>								
SECURED	701	146,738,573	234,291,014	363,220	381,392,807	455,000	0	380,937,807
UNSECURED	128	0	0	3,096,059	3,096,059	0	2,960	3,093,099
<b>TOTALS</b>	<b>829</b>	<b>146,738,573</b>	<b>234,291,014</b>	<b>3,459,279</b>	<b>384,488,866</b>	<b>455,000</b>	<b>2,960</b>	<b>384,030,906</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-050</b>								
SECURED	21	574,010	273,175	0	847,185	0	0	847,185
<b>TOTALS</b>	<b>21</b>	<b>574,010</b>	<b>273,175</b>	<b>0</b>	<b>847,185</b>	<b>0</b>	<b>0</b>	<b>847,185</b>
<b>053-051</b>								
SECURED	22	1,609,616	5,519,904	0	7,129,520	56,000	161,083	6,912,437
UNSECURED	1	0	0	31,830	31,830	0	0	31,830
<b>TOTALS</b>	<b>23</b>	<b>1,609,616</b>	<b>5,519,904</b>	<b>31,830</b>	<b>7,161,350</b>	<b>56,000</b>	<b>161,083</b>	<b>6,944,267</b>
<b>053-052</b>								
SECURED	631	52,486,520	61,972,531	171,515	114,630,566	329,000	1,785,855	112,515,711
UNSECURED	55	176,596	786,528	1,690,317	2,653,441	0	8,655	2,644,786
<b>TOTALS</b>	<b>686</b>	<b>52,663,116</b>	<b>62,759,059</b>	<b>1,861,832</b>	<b>117,284,007</b>	<b>329,000</b>	<b>1,794,510</b>	<b>115,160,497</b>
<b>053-053</b>								
SECURED	93	6,018,693	11,186,011	11,060	17,215,764	140,000	147,689	16,928,075
UNSECURED	3	0	0	69,641	69,641	0	0	69,641
<b>TOTALS</b>	<b>96</b>	<b>6,018,693</b>	<b>11,186,011</b>	<b>80,701</b>	<b>17,285,405</b>	<b>140,000</b>	<b>147,689</b>	<b>16,997,716</b>
<b>053-054</b>								
SECURED	80	4,445,972	7,793,909	0	12,239,881	28,000	167,404	12,044,477
UNSECURED	1	0	12,925	32,714	45,639	0	0	45,639
<b>TOTALS</b>	<b>81</b>	<b>4,445,972</b>	<b>7,806,834</b>	<b>32,714</b>	<b>12,285,520</b>	<b>28,000</b>	<b>167,404</b>	<b>12,090,116</b>
<b>053-055</b>								
SECURED	138	4,361,302	10,442,364	384,427	15,188,093	266,000	48,960	14,873,133
UNSECURED	7	5,066	155,981	655,433	816,480	0	155,743	660,737
<b>TOTALS</b>	<b>145</b>	<b>4,366,368</b>	<b>10,598,345</b>	<b>1,039,860</b>	<b>16,004,573</b>	<b>266,000</b>	<b>204,703</b>	<b>15,533,870</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-056</b>								
SECURED	735	42,171,132	103,262,389	310,513	145,744,034	714,000	322,166	144,707,868
UNSECURED	23	4,873	2,586,555	764,687	3,356,115	0	689,352	2,666,763
<b>TOTALS</b>	<b>758</b>	<b>42,176,005</b>	<b>105,848,944</b>	<b>1,075,200</b>	<b>149,100,149</b>	<b>714,000</b>	<b>1,011,518</b>	<b>147,374,631</b>
<b>053-057</b>								
SECURED	12	882,484	1,394,851	0	2,277,335	0	0	2,277,335
UNSECURED	16	0	1,150,502	0	1,150,502	0	0	1,150,502
<b>TOTALS</b>	<b>28</b>	<b>882,484</b>	<b>2,545,353</b>	<b>0</b>	<b>3,427,837</b>	<b>0</b>	<b>0</b>	<b>3,427,837</b>
<b>053-058</b>								
SECURED	19	798,363	7,096	0	805,459	0	0	805,459
UNSECURED	45	331,416	1,719	0	333,135	0	1,875	331,260
<b>TOTALS</b>	<b>64</b>	<b>1,129,779</b>	<b>8,815</b>	<b>0</b>	<b>1,138,594</b>	<b>0</b>	<b>1,875</b>	<b>1,136,719</b>
<b>053-059</b>								
SECURED	4	233,754	1,033,033	0	1,266,787	0	0	1,266,787
UNSECURED	2	0	0	111,770	111,770	0	2,020	109,750
<b>TOTALS</b>	<b>6</b>	<b>233,754</b>	<b>1,033,033</b>	<b>111,770</b>	<b>1,378,557</b>	<b>0</b>	<b>2,020</b>	<b>1,376,537</b>
<b>053-060</b>								
SECURED	177	10,553,294	21,122,052	49,449	31,724,795	336,000	541,337	30,847,458
UNSECURED	12	19,796	84,942	232,216	336,954	0	0	336,954
<b>TOTALS</b>	<b>189</b>	<b>10,573,090</b>	<b>21,206,994</b>	<b>281,665</b>	<b>32,061,749</b>	<b>336,000</b>	<b>541,337</b>	<b>31,184,412</b>
<b>053-061</b>								
SECURED	6	498,647	623,509	0	1,122,156	14,000	0	1,108,156
<b>TOTALS</b>	<b>6</b>	<b>498,647</b>	<b>623,509</b>	<b>0</b>	<b>1,122,156</b>	<b>14,000</b>	<b>0</b>	<b>1,108,156</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-062</b>								
SECURED	119	2,348,451	5,311,685	2,000	7,662,136	196,000	0	7,466,136
UNSECURED	5	0	11	25,377	25,388	0	5,357	20,031
<b>TOTALS</b>	<b>124</b>	<b>2,348,451</b>	<b>5,311,696</b>	<b>27,377</b>	<b>7,687,524</b>	<b>196,000</b>	<b>5,357</b>	<b>7,486,167</b>
<b>053-063</b>								
SECURED	357	17,653,040	41,798,217	156,217	59,607,474	784,000	1,710,679	57,112,795
UNSECURED	32	152,669	26,924	102,064	281,657	0	1,875	279,782
<b>TOTALS</b>	<b>389</b>	<b>17,805,709</b>	<b>41,825,141</b>	<b>258,281</b>	<b>59,889,131</b>	<b>784,000</b>	<b>1,712,554</b>	<b>57,392,577</b>
<b>053-064</b>								
SECURED	182	9,580,101	33,393,616	671	42,974,388	441,000	161,083	42,372,305
UNSECURED	23	0	418	5,280,282	5,280,700	0	0	5,280,700
<b>TOTALS</b>	<b>205</b>	<b>9,580,101</b>	<b>33,394,034</b>	<b>5,280,953</b>	<b>48,255,088</b>	<b>441,000</b>	<b>161,083</b>	<b>47,653,005</b>
<b>053-065</b>								
SECURED	2	181,211	0	0	181,211	0	0	181,211
UNSECURED	2	63,750	0	0	63,750	0	0	63,750
<b>TOTALS</b>	<b>4</b>	<b>244,961</b>	<b>0</b>	<b>0</b>	<b>244,961</b>	<b>0</b>	<b>0</b>	<b>244,961</b>
<b>053-066</b>								
SECURED	26	2,232,827	249,579	0	2,482,406	0	0	2,482,406
<b>TOTALS</b>	<b>26</b>	<b>2,232,827</b>	<b>249,579</b>	<b>0</b>	<b>2,482,406</b>	<b>0</b>	<b>0</b>	<b>2,482,406</b>
<b>053-067</b>								
SECURED	79	3,721,284	2,731,027	0	6,452,311	35,000	0	6,417,311
UNSECURED	43	275,267	438,304	7,021	720,592	7,000	3,008	710,584
<b>TOTALS</b>	<b>122</b>	<b>3,996,551</b>	<b>3,169,331</b>	<b>7,021</b>	<b>7,172,903</b>	<b>42,000</b>	<b>3,008</b>	<b>7,127,895</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-068</b>								
UNSECURED	6	39,997	0	0	39,997	0	0	39,997
<b>TOTALS</b>	<b>7</b>	<b>39,997</b>	<b>0</b>	<b>0</b>	<b>39,997</b>	<b>0</b>	<b>0</b>	<b>39,997</b>
<b>053-069</b>								
SECURED	396	25,763,361	73,153,115	0	98,916,476	378,000	399,737	98,138,739
UNSECURED	6	0	0	64,150	64,150	0	0	64,150
<b>TOTALS</b>	<b>402</b>	<b>25,763,361</b>	<b>73,153,115</b>	<b>64,150</b>	<b>98,980,626</b>	<b>378,000</b>	<b>399,737</b>	<b>98,202,889</b>
<b>053-070</b>								
SECURED	409	29,437,880	82,454,949	65,569	111,958,398	434,000	161,083	111,363,315
UNSECURED	6	0	0	91,820	91,820	0	0	91,820
<b>TOTALS</b>	<b>415</b>	<b>29,437,880</b>	<b>82,454,949</b>	<b>157,389</b>	<b>112,050,218</b>	<b>434,000</b>	<b>161,083</b>	<b>111,455,135</b>
<b>053-071</b>								
SECURED	782	30,191,699	78,899,118	1,002,942	110,093,759	1,099,000	2,783,465	106,211,294
UNSECURED	37	0	72,481	2,571,238	2,643,719	0	3,824	2,639,895
<b>TOTALS</b>	<b>819</b>	<b>30,191,699</b>	<b>78,971,599</b>	<b>3,574,180</b>	<b>112,737,478</b>	<b>1,099,000</b>	<b>2,787,289</b>	<b>108,851,189</b>
<b>053-072</b>								
SECURED	277	8,201,237	20,430,278	566,157	29,197,672	412,895	474,964	28,309,813
UNSECURED	21	0	531,225	1,903,494	2,434,719	0	3,980	2,430,739
<b>TOTALS</b>	<b>298</b>	<b>8,201,237</b>	<b>20,961,503</b>	<b>2,469,651</b>	<b>31,632,391</b>	<b>412,895</b>	<b>478,944</b>	<b>30,740,552</b>
<b>053-076</b>								
SECURED	4	87,154	187,838	6,941	281,933	0	161,083	120,850
<b>TOTALS</b>	<b>4</b>	<b>87,154</b>	<b>187,838</b>	<b>6,941</b>	<b>281,933</b>	<b>0</b>	<b>161,083</b>	<b>120,850</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-077</b>								
SECURED	316	18,151,679	25,726,901	339,452	44,218,032	518,000	441,289	43,258,743
UNSECURED	13	0	8,284	110,483	118,767	6,292	1,680	110,795
<b>TOTALS</b>	<b>329</b>	<b>18,151,679</b>	<b>25,735,185</b>	<b>449,935</b>	<b>44,336,799</b>	<b>524,292</b>	<b>442,969</b>	<b>43,369,538</b>
<b>053-078</b>								
SECURED	1	72,392	646,304	69,620	788,316	0	788,316	0
<b>TOTALS</b>	<b>1</b>	<b>72,392</b>	<b>646,304</b>	<b>69,620</b>	<b>788,316</b>	<b>0</b>	<b>788,316</b>	<b>0</b>
<b>053-079</b>								
SECURED	73	6,803,188	24,403,693	2,541	31,209,422	182,000	161,083	30,866,339
UNSECURED	10	0	0	4,161,360	4,161,360	0	0	4,161,360
<b>TOTALS</b>	<b>83</b>	<b>6,803,188</b>	<b>24,403,693</b>	<b>4,163,901</b>	<b>35,370,782</b>	<b>182,000</b>	<b>161,083</b>	<b>35,027,699</b>
<b>053-080</b>								
SECURED	408	23,935,595	30,198,312	0	54,133,907	0	0	54,133,907
UNSECURED	40	208,191	0	135,580	343,771	0	3,750	340,021
<b>TOTALS</b>	<b>448</b>	<b>24,143,786</b>	<b>30,198,312</b>	<b>135,580</b>	<b>54,477,678</b>	<b>0</b>	<b>3,750</b>	<b>54,473,928</b>
<b>053-081</b>								
SECURED	83	6,262,329	20,107,014	0	26,369,343	98,000	161,083	26,110,260
UNSECURED	5	0	0	39,030	39,030	0	0	39,030
<b>TOTALS</b>	<b>88</b>	<b>6,262,329</b>	<b>20,107,014</b>	<b>39,030</b>	<b>26,408,373</b>	<b>98,000</b>	<b>161,083</b>	<b>26,149,290</b>
<b>053-082</b>								
SECURED	18	366,454	3,088,185	1,307,850	4,762,489	0	0	4,762,489
UNSECURED	15	0	174,335	360,426	534,761	0	2,071	532,690
<b>TOTALS</b>	<b>33</b>	<b>366,454</b>	<b>3,262,520</b>	<b>1,668,276</b>	<b>5,297,250</b>	<b>0</b>	<b>2,071</b>	<b>5,295,179</b>



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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-083</b>								
SECURED	216	14,399,435	33,069,051	91,948	47,560,434	497,000	623,143	46,440,291
UNSECURED	19	0	352,288	369,360	721,648	0	1,460	720,188
<b>TOTALS</b>	<b>235</b>	<b>14,399,435</b>	<b>33,421,339</b>	<b>461,308</b>	<b>48,282,082</b>	<b>497,000</b>	<b>624,603</b>	<b>47,160,479</b>
<b>053-085</b>								
<b>TOTALS</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>053-086</b>								
SECURED	174	27,129,845	29,117,014	430,749	56,677,608	140,000	0	56,537,608
UNSECURED	27	0	0	393,400	393,400	0	0	393,400
<b>TOTALS</b>	<b>201</b>	<b>27,129,845</b>	<b>29,117,014</b>	<b>824,149</b>	<b>57,071,008</b>	<b>140,000</b>	<b>0</b>	<b>56,931,008</b>
<b>053-087</b>								
SECURED	427	61,753,643	93,918,195	266,017	155,937,855	532,000	2,711,159	152,694,696
UNSECURED	72	0	35,820	2,603,849	2,639,669	0	2,929	2,636,740
<b>TOTALS</b>	<b>499</b>	<b>61,753,643</b>	<b>93,954,015</b>	<b>2,869,866</b>	<b>158,577,524</b>	<b>532,000</b>	<b>2,714,088</b>	<b>155,331,436</b>
<b>053-088</b>								
SECURED	10	799,277	2,436,140	0	3,235,417	35,000	0	3,200,417
UNSECURED	2	0	0	72,970	72,970	0	0	72,970
<b>TOTALS</b>	<b>12</b>	<b>799,277</b>	<b>2,436,140</b>	<b>72,970</b>	<b>3,308,387</b>	<b>35,000</b>	<b>0</b>	<b>3,273,387</b>
<b>053-089</b>								
SECURED	192	14,475,364	46,600,532	0	61,075,896	147,000	0	60,928,896
UNSECURED	9	0	327,830	688,496	1,016,326	0	2,871	1,013,455
<b>TOTALS</b>	<b>201</b>	<b>14,475,364</b>	<b>46,928,362</b>	<b>688,496</b>	<b>62,092,222</b>	<b>147,000</b>	<b>2,871</b>	<b>61,942,351</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-090</b>								
SECURED	1	116,056	290,145	0	406,201	0	0	406,201
<b>TOTALS</b>	<b>1</b>	<b>116,056</b>	<b>290,145</b>	<b>0</b>	<b>406,201</b>	<b>0</b>	<b>0</b>	<b>406,201</b>
<b>053-091</b>								
<b>TOTALS</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>053-092</b>								
SECURED	42	3,048,692	11,354,235	0	14,402,927	154,000	161,083	14,087,844
UNSECURED	2	0	0	56,280	56,280	0	0	56,280
<b>TOTALS</b>	<b>44</b>	<b>3,048,692</b>	<b>11,354,235</b>	<b>56,280</b>	<b>14,459,207</b>	<b>154,000</b>	<b>161,083</b>	<b>14,144,124</b>
<b>053-093</b>								
SECURED	13	680,524	707,653	0	1,388,177	0	0	1,388,177
UNSECURED	2	0	28,650	753,660	782,310	0	0	782,310
<b>TOTALS</b>	<b>15</b>	<b>680,524</b>	<b>736,303</b>	<b>753,660</b>	<b>2,170,487</b>	<b>0</b>	<b>0</b>	<b>2,170,487</b>
<b>053-095</b>								
SECURED	6	374,636	409,695	5,785	790,116	7,000	0	783,116
<b>TOTALS</b>	<b>6</b>	<b>374,636</b>	<b>409,695</b>	<b>5,785</b>	<b>790,116</b>	<b>7,000</b>	<b>0</b>	<b>783,116</b>
<b>053-096</b>								
SECURED	2	276,817	599,112	4,675	880,604	0	0	880,604
<b>TOTALS</b>	<b>2</b>	<b>276,817</b>	<b>599,112</b>	<b>4,675</b>	<b>880,604</b>	<b>0</b>	<b>0</b>	<b>880,604</b>
<b>053-097</b>								
SECURED	9	316,280	247,951	1,543	565,774	0	0	565,774
UNSECURED	1	0	2,816	2,178	4,994	0	0	4,994
<b>TOTALS</b>	<b>10</b>	<b>316,280</b>	<b>250,767</b>	<b>3,721</b>	<b>570,768</b>	<b>0</b>	<b>0</b>	<b>570,768</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-098</b>								
SECURED	6	285,530	2,037,644	2,280	2,325,454	0	0	2,325,454
<b>TOTALS</b>	<b>6</b>	<b>285,530</b>	<b>2,037,644</b>	<b>2,280</b>	<b>2,325,454</b>	<b>0</b>	<b>0</b>	<b>2,325,454</b>
<b>053-099</b>								
<b>TOTALS</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>053-100</b>								
SECURED	2	420,153	73,880	0	494,033	0	0	494,033
<b>TOTALS</b>	<b>2</b>	<b>420,153</b>	<b>73,880</b>	<b>0</b>	<b>494,033</b>	<b>0</b>	<b>0</b>	<b>494,033</b>
<b>053-101</b>								
SECURED	71	1,594,168	1,023,851	0	2,618,019	49,000	36,214	2,532,805
<b>TOTALS</b>	<b>71</b>	<b>1,594,168</b>	<b>1,023,851</b>	<b>0</b>	<b>2,618,019</b>	<b>49,000</b>	<b>36,214</b>	<b>2,532,805</b>
<b>053-102</b>								
SECURED	205	5,870,035	16,881,831	0	22,751,866	14,000	0	22,737,866
UNSECURED	4	5,321	0	19,810	25,131	0	1,875	23,256
<b>TOTALS</b>	<b>209</b>	<b>5,875,356</b>	<b>16,881,831</b>	<b>19,810</b>	<b>22,776,997</b>	<b>14,000</b>	<b>1,875</b>	<b>22,761,122</b>
<b>053-103</b>								
SECURED	1	55,178	0	0	55,178	0	0	55,178
<b>TOTALS</b>	<b>1</b>	<b>55,178</b>	<b>0</b>	<b>0</b>	<b>55,178</b>	<b>0</b>	<b>0</b>	<b>55,178</b>
<b>053-104</b>								
<b>TOTALS</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-105</b>								
SECURED	14	1,781,609	3,260,365	5,907	5,047,881	0	0	5,047,881
UNSECURED	3	0	421,380	799,990	1,221,370	0	0	1,221,370
<b>TOTALS</b>	<b>17</b>	<b>1,781,609</b>	<b>3,681,745</b>	<b>805,897</b>	<b>6,269,251</b>	<b>0</b>	<b>0</b>	<b>6,269,251</b>
<b>053-106</b>								
SECURED	2	196,650	119,885	0	316,535	0	0	316,535
<b>TOTALS</b>	<b>2</b>	<b>196,650</b>	<b>119,885</b>	<b>0</b>	<b>316,535</b>	<b>0</b>	<b>0</b>	<b>316,535</b>
<b>053-107</b>								
SECURED	25	213,799	944,778	593,644	1,752,221	28,000	0	1,724,221
UNSECURED	1	0	0	147,720	147,720	0	0	147,720
<b>TOTALS</b>	<b>26</b>	<b>213,799</b>	<b>944,778</b>	<b>741,364</b>	<b>1,899,941</b>	<b>28,000</b>	<b>0</b>	<b>1,871,941</b>
<b>053-108</b>								
SECURED	6	28,357	0	0	28,357	0	0	28,357
<b>TOTALS</b>	<b>6</b>	<b>28,357</b>	<b>0</b>	<b>0</b>	<b>28,357</b>	<b>0</b>	<b>0</b>	<b>28,357</b>
<b>053-109</b>								
SECURED	16	31,012	165,282	14,500	210,794	0	0	210,794
UNSECURED	13	450,979	800,085	0	1,251,064	0	0	1,251,064
<b>TOTALS</b>	<b>29</b>	<b>481,991</b>	<b>965,367</b>	<b>14,500</b>	<b>1,461,858</b>	<b>0</b>	<b>0</b>	<b>1,461,858</b>
<b>053-110</b>								
SECURED	41	2,026,622	8,610,377	0	10,636,999	84,000	0	10,552,999
UNSECURED	2	0	0	249,905	249,905	0	0	249,905
<b>TOTALS</b>	<b>43</b>	<b>2,026,622</b>	<b>8,610,377</b>	<b>249,905</b>	<b>10,886,904</b>	<b>84,000</b>	<b>0</b>	<b>10,802,904</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-111</b>								
SECURED	1	220,507	463,070	0	683,577	0	0	683,577
UNSECURED	1	0	0	3,260	3,260	0	0	3,260
<b>TOTALS</b>	<b>2</b>	<b>220,507</b>	<b>463,070</b>	<b>3,260</b>	<b>686,837</b>	<b>0</b>	<b>0</b>	<b>686,837</b>
<b>053-113</b>								
SECURED	11	973,618	1,186,764	16,360	2,176,742	7,000	60,786	2,108,956
<b>TOTALS</b>	<b>11</b>	<b>973,618</b>	<b>1,186,764</b>	<b>16,360</b>	<b>2,176,742</b>	<b>7,000</b>	<b>60,786</b>	<b>2,108,956</b>
<b>053-114</b>								
SECURED	4	183,160	602,843	0	786,003	0	0	786,003
UNSECURED	3	0	102,420	302,790	405,210	0	0	405,210
<b>TOTALS</b>	<b>7</b>	<b>183,160</b>	<b>705,263</b>	<b>302,790</b>	<b>1,191,213</b>	<b>0</b>	<b>0</b>	<b>1,191,213</b>
<b>053-115</b>								
SECURED	1	123,137	0	46,411	169,548	0	0	169,548
<b>TOTALS</b>	<b>1</b>	<b>123,137</b>	<b>0</b>	<b>46,411</b>	<b>169,548</b>	<b>0</b>	<b>0</b>	<b>169,548</b>
<b>053-116</b>								
SECURED	44	1,777,937	4,747,069	13,318	6,538,324	84,000	266,658	6,187,666
UNSECURED	3	4,706	0	29,860	34,566	0	0	34,566
<b>TOTALS</b>	<b>47</b>	<b>1,782,643</b>	<b>4,747,069</b>	<b>43,178</b>	<b>6,572,890</b>	<b>84,000</b>	<b>266,658</b>	<b>6,222,232</b>
<b>053-117</b>								
SECURED	10	512,104	357,674	0	869,778	14,000	0	855,778
<b>TOTALS</b>	<b>10</b>	<b>512,104</b>	<b>357,674</b>	<b>0</b>	<b>869,778</b>	<b>14,000</b>	<b>0</b>	<b>855,778</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-118</b>								
SECURED	1	140,574	0	0	140,574	0	0	140,574
<b>TOTALS</b>	<b>1</b>	<b>140,574</b>	<b>0</b>	<b>0</b>	<b>140,574</b>	<b>0</b>	<b>0</b>	<b>140,574</b>
<b>053-119</b>								
SECURED	9	907,751	1,945,794	0	2,853,545	7,000	0	2,846,545
<b>TOTALS</b>	<b>9</b>	<b>907,751</b>	<b>1,945,794</b>	<b>0</b>	<b>2,853,545</b>	<b>7,000</b>	<b>0</b>	<b>2,846,545</b>
<b>053-121</b>								
SECURED	3	799,665	1,559,380	520	2,359,565	7,000	0	2,352,565
UNSECURED	1	0	0	94,390	94,390	0	0	94,390
<b>TOTALS</b>	<b>4</b>	<b>799,665</b>	<b>1,559,380</b>	<b>94,910</b>	<b>2,453,955</b>	<b>7,000</b>	<b>0</b>	<b>2,446,955</b>
<b>053-122</b>								
SECURED	192	11,792,485	24,528,410	0	36,320,895	252,000	0	36,068,895
UNSECURED	10	0	7,970	190,095	198,065	0	0	198,065
<b>TOTALS</b>	<b>202</b>	<b>11,792,485</b>	<b>24,536,380</b>	<b>190,095</b>	<b>36,518,960</b>	<b>252,000</b>	<b>0</b>	<b>36,266,960</b>
<b>053-123</b>								
SECURED	1	204,000	28,031,517	1,163,740	29,399,257	0	0	29,399,257
UNSECURED	2	0	0	4,116,487	4,116,487	0	1	4,116,486
<b>TOTALS</b>	<b>3</b>	<b>204,000</b>	<b>28,031,517</b>	<b>5,280,227</b>	<b>33,515,744</b>	<b>0</b>	<b>1</b>	<b>33,515,743</b>
<b>053-124</b>								
SECURED	17	920,149	2,335,233	0	3,255,382	21,000	0	3,234,382
UNSECURED	1	0	0	12,940	12,940	0	0	12,940
<b>TOTALS</b>	<b>18</b>	<b>920,149</b>	<b>2,335,233</b>	<b>12,940</b>	<b>3,268,322</b>	<b>21,000</b>	<b>0</b>	<b>3,247,322</b>

County of Plumas  
**ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA**  
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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-125</b>								
SECURED	3	54,235	0	0	54,235	0	0	54,235
<b>TOTALS</b>	<b>3</b>	<b>54,235</b>	<b>0</b>	<b>0</b>	<b>54,235</b>	<b>0</b>	<b>0</b>	<b>54,235</b>
<b>053-126</b>								
SECURED	77	2,472,605	3,715,270	12,801	6,200,676	105,000	0	6,095,676
UNSECURED	4	0	267,830	291,250	559,080	0	0	559,080
<b>TOTALS</b>	<b>81</b>	<b>2,472,605</b>	<b>3,983,100</b>	<b>304,051</b>	<b>6,759,756</b>	<b>105,000</b>	<b>0</b>	<b>6,654,756</b>
<b>053-127</b>								
SECURED	25	1,340,733	757,218	0	2,097,951	7,000	429,277	1,661,674
<b>TOTALS</b>	<b>25</b>	<b>1,340,733</b>	<b>757,218</b>	<b>0</b>	<b>2,097,951</b>	<b>7,000</b>	<b>429,277</b>	<b>1,661,674</b>
<b>053-128</b>								
SECURED	11	565,138	107,542	0	672,680	0	0	672,680
<b>TOTALS</b>	<b>11</b>	<b>565,138</b>	<b>107,542</b>	<b>0</b>	<b>672,680</b>	<b>0</b>	<b>0</b>	<b>672,680</b>
<b>053-130</b>								
SECURED	137	7,259,173	19,715,318	84,034	27,058,525	441,000	668,598	25,948,927
UNSECURED	13	0	45,310	782,028	827,338	0	1,571	825,767
<b>TOTALS</b>	<b>150</b>	<b>7,259,173</b>	<b>19,760,628</b>	<b>866,062</b>	<b>27,885,863</b>	<b>441,000</b>	<b>670,169</b>	<b>26,774,694</b>
<b>053-131</b>								
SECURED	12	592,071	874,897	0	1,466,968	21,000	0	1,445,968
UNSECURED	3	0	0	49,860	49,860	0	0	49,860
<b>TOTALS</b>	<b>15</b>	<b>592,071</b>	<b>874,897</b>	<b>49,860</b>	<b>1,516,828</b>	<b>21,000</b>	<b>0</b>	<b>1,495,828</b>

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-132</b>								
SECURED	3	210,538	978,072	0	1,188,610	7,000	161,083	1,020,527
<b>TOTALS</b>	<b>3</b>	<b>210,538</b>	<b>978,072</b>	<b>0</b>	<b>1,188,610</b>	<b>7,000</b>	<b>161,083</b>	<b>1,020,527</b>
<b>053-133</b>								
SECURED	16	1,017,404	3,554,917	58,525	4,630,846	49,000	0	4,581,846
<b>TOTALS</b>	<b>16</b>	<b>1,017,404</b>	<b>3,554,917</b>	<b>58,525</b>	<b>4,630,846</b>	<b>49,000</b>	<b>0</b>	<b>4,581,846</b>
<b>053-134</b>								
SECURED	147	3,135,687	66,103	0	3,201,790	0	0	3,201,790
UNSECURED	41	524,667	0	0	524,667	0	0	524,667
<b>TOTALS</b>	<b>188</b>	<b>3,660,354</b>	<b>66,103</b>	<b>0</b>	<b>3,726,457</b>	<b>0</b>	<b>0</b>	<b>3,726,457</b>
<b>053-135</b>								
SECURED	164	7,216,706	2,544,405	27,983	9,789,094	49,000	0	9,740,094
UNSECURED	17	110,454	98,150	105,345	313,949	0	0	313,949
<b>TOTALS</b>	<b>181</b>	<b>7,327,160</b>	<b>2,642,555</b>	<b>133,328</b>	<b>10,103,043</b>	<b>49,000</b>	<b>0</b>	<b>10,054,043</b>
<b>053-136</b>								
SECURED	8	857,784	1,436,349	0	2,294,133	21,000	0	2,273,133
UNSECURED	1	0	0	7,090	7,090	0	0	7,090
<b>TOTALS</b>	<b>9</b>	<b>857,784</b>	<b>1,436,349</b>	<b>7,090</b>	<b>2,301,223</b>	<b>21,000</b>	<b>0</b>	<b>2,280,223</b>
<b>053-137</b>								
SECURED	49	674,368	2,801,439	0	3,475,807	28,000	0	3,447,807
UNSECURED	1	0	0	10,604	10,604	0	0	10,604
<b>TOTALS</b>	<b>50</b>	<b>674,368</b>	<b>2,801,439</b>	<b>10,604</b>	<b>3,486,411</b>	<b>28,000</b>	<b>0</b>	<b>3,458,411</b>



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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-138</b>								
SECURED	101	2,382,801	7,756,339	2,389,849	12,528,989	161,000	959,409	11,408,580
UNSECURED	4	0	0	88,770	88,770	0	0	88,770
<b>TOTALS</b>	<b>105</b>	<b>2,382,801</b>	<b>7,756,339</b>	<b>2,478,619</b>	<b>12,617,759</b>	<b>161,000</b>	<b>959,409</b>	<b>11,497,350</b>
<b>053-139</b>								
SECURED	45	4,540,458	7,660,939	0	12,201,397	49,000	0	12,152,397
UNSECURED	4	0	0	74,250	74,250	0	0	74,250
<b>TOTALS</b>	<b>49</b>	<b>4,540,458</b>	<b>7,660,939</b>	<b>74,250</b>	<b>12,275,647</b>	<b>49,000</b>	<b>0</b>	<b>12,226,647</b>
<b>053-140</b>								
SECURED	5	94,193	1,143,254	8,250	1,245,697	7,000	0	1,238,697
UNSECURED	1	0	0	31,300	31,300	0	0	31,300
<b>TOTALS</b>	<b>6</b>	<b>94,193</b>	<b>1,143,254</b>	<b>39,550</b>	<b>1,276,997</b>	<b>7,000</b>	<b>0</b>	<b>1,269,997</b>
<b>053-141</b>								
SECURED	79	7,785,514	1,464,802	4,320	9,254,636	7,000	659,318	8,588,318
UNSECURED	4	0	456,950	2,654,071	3,111,021	0	1	3,111,020
<b>TOTALS</b>	<b>83</b>	<b>7,785,514</b>	<b>1,921,752</b>	<b>2,658,391</b>	<b>12,365,657</b>	<b>7,000</b>	<b>659,319</b>	<b>11,699,338</b>
<b>053-142</b>								
SECURED	47	1,858,849	3,794,922	33,583	5,687,354	42,000	26,306	5,619,048
UNSECURED	45	168,562	1,282,384	4,937,227	6,388,173	0	0	6,388,173
<b>TOTALS</b>	<b>92</b>	<b>2,027,411</b>	<b>5,077,306</b>	<b>4,970,810</b>	<b>12,075,527</b>	<b>42,000</b>	<b>26,306</b>	<b>12,007,221</b>
<b>053-143</b>								
SECURED	111	2,880,038	4,621,383	102,801	7,604,222	49,000	246,248	7,308,974
<b>TOTALS</b>	<b>111</b>	<b>2,880,038</b>	<b>4,621,383</b>	<b>102,801</b>	<b>7,604,222</b>	<b>49,000</b>	<b>246,248</b>	<b>7,308,974</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-144</b>								
SECURED	1	21,198	573,665	0	594,863	0	0	594,863
TOTALS	1	21,198	573,665	0	594,863	0	0	594,863
<b>053-145</b>								
SECURED	3	160,548	406,975	18,590	586,113	0	0	586,113
TOTALS	3	160,548	406,975	18,590	586,113	0	0	586,113
<b>053-146</b>								
TOTALS	2	0	0	0	0	0	0	0
<b>053-147</b>								
SECURED	65	5,248,389	14,452,790	0	19,701,179	49,000	0	19,652,179
TOTALS	65	5,248,389	14,452,790	0	19,701,179	49,000	0	19,652,179
<b>053-148</b>								
SECURED	10	622,461	1,265,263	0	1,887,724	14,000	0	1,873,724
TOTALS	10	622,461	1,265,263	0	1,887,724	14,000	0	1,873,724
<b>053-149</b>								
SECURED	1	75,330	134,330	0	209,660	0	0	209,660
TOTALS	1	75,330	134,330	0	209,660	0	0	209,660
<b>053-150</b>								
SECURED	7	338,373	1,464,475	0	1,802,848	7,000	0	1,795,848
TOTALS	7	338,373	1,464,475	0	1,802,848	7,000	0	1,795,848

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-151</b>								
SECURED	1,161	40,565,055	94,205,612	3,685	134,774,352	266,000	2,549,573	131,958,779
UNSECURED	31	0	2,503,050	1,702,060	4,205,110	0	5,900	4,199,210
<b>TOTALS</b>	<b>1,192</b>	<b>40,565,055</b>	<b>96,708,662</b>	<b>1,705,745</b>	<b>138,979,462</b>	<b>266,000</b>	<b>2,555,473</b>	<b>136,157,989</b>
<b>053-152</b>								
SECURED	205	8,582,029	17,239,265	763,999	26,585,293	423,911	382,194	25,779,188
UNSECURED	18	6,133	37,367	6,448,419	6,491,919	7,000	1,135	6,483,784
<b>TOTALS</b>	<b>223</b>	<b>8,588,162</b>	<b>17,276,632</b>	<b>7,212,418</b>	<b>33,077,212</b>	<b>430,911</b>	<b>383,329</b>	<b>32,262,972</b>
<b>053-153</b>								
SECURED	4	220,565	891,938	0	1,112,503	7,000	0	1,105,503
<b>TOTALS</b>	<b>4</b>	<b>220,565</b>	<b>891,938</b>	<b>0</b>	<b>1,112,503</b>	<b>7,000</b>	<b>0</b>	<b>1,105,503</b>
<b>053-154</b>								
SECURED	834	25,663,530	79,404,751	461,183	105,529,464	161,000	0	105,368,464
UNSECURED	5	0	0	52,880	52,880	0	0	52,880
<b>TOTALS</b>	<b>839</b>	<b>25,663,530</b>	<b>79,404,751</b>	<b>514,063</b>	<b>105,582,344</b>	<b>161,000</b>	<b>0</b>	<b>105,421,344</b>
<b>053-155</b>								
SECURED	35	2,325,353	4,371,422	0	6,696,775	0	0	6,696,775
<b>TOTALS</b>	<b>35</b>	<b>2,325,353</b>	<b>4,371,422</b>	<b>0</b>	<b>6,696,775</b>	<b>0</b>	<b>0</b>	<b>6,696,775</b>
<b>053-156</b>								
SECURED	1	7,315	0	0	7,315	0	0	7,315
<b>TOTALS</b>	<b>1</b>	<b>7,315</b>	<b>0</b>	<b>0</b>	<b>7,315</b>	<b>0</b>	<b>0</b>	<b>7,315</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-157</b>								
SECURED	330	43,115,924	105,449,024	627,070	149,192,018	259,000	402,719	148,530,299
UNSECURED	6	0	0	152,174	152,174	0	0	152,174
<b>TOTALS</b>	<b>336</b>	<b>43,115,924</b>	<b>105,449,024</b>	<b>779,244</b>	<b>149,344,192</b>	<b>259,000</b>	<b>402,719</b>	<b>148,682,473</b>

<b>053-158</b>								
SECURED	22	815,706	2,946,239	0	3,761,945	49,000	0	3,712,945
UNSECURED	2	0	0	15,440	15,440	0	0	15,440
<b>TOTALS</b>	<b>24</b>	<b>815,706</b>	<b>2,946,239</b>	<b>15,440</b>	<b>3,777,385</b>	<b>49,000</b>	<b>0</b>	<b>3,728,385</b>

<b>053-159</b>								
SECURED	5	931,761	31,836	0	963,597	0	0	963,597
<b>TOTALS</b>	<b>5</b>	<b>931,761</b>	<b>31,836</b>	<b>0</b>	<b>963,597</b>	<b>0</b>	<b>0</b>	<b>963,597</b>

<b>053-160</b>								
SECURED	234	12,230,440	19,816,626	178,854	32,225,920	84,000	0	32,141,920
UNSECURED	3	30,400	0	6,860	37,260	0	0	37,260
<b>TOTALS</b>	<b>237</b>	<b>12,260,840</b>	<b>19,816,626</b>	<b>185,714</b>	<b>32,263,180</b>	<b>84,000</b>	<b>0</b>	<b>32,179,180</b>

No TRA 053-161. No Parcels

<b>053-164</b>								
SECURED	59	3,911,236	4,376,733	0	8,287,969	105,000	0	8,182,969
UNSECURED	2	0	0	27,786	27,786	0	0	27,786
<b>TOTALS</b>	<b>61</b>	<b>3,911,236</b>	<b>4,376,733</b>	<b>27,786</b>	<b>8,315,755</b>	<b>105,000</b>	<b>0</b>	<b>8,210,755</b>

<b>053-165</b>								
SECURED	3	64,638	0	0	64,638	0	0	64,638
UNSECURED	1	30,000	0	0	30,000	0	0	30,000
<b>TOTALS</b>	<b>4</b>	<b>94,638</b>	<b>0</b>	<b>0</b>	<b>94,638</b>	<b>0</b>	<b>0</b>	<b>94,638</b>

County of Plumas  
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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-166</b>								
SECURED	3	332,836	438,957	8,110	779,903	0	0	779,903
UNSECURED	1	0	0	129,520	129,520	0	0	129,520
<b>TOTALS</b>	<b>4</b>	<b>332,836</b>	<b>438,957</b>	<b>137,630</b>	<b>909,423</b>	<b>0</b>	<b>0</b>	<b>909,423</b>
<b>053-167</b>								
<b>TOTALS</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>053-168</b>								
SECURED	1	95,837	677,650	0	773,487	7,000	0	766,487
UNSECURED	1	0	0	8,740	8,740	0	0	8,740
<b>TOTALS</b>	<b>2</b>	<b>95,837</b>	<b>677,650</b>	<b>8,740</b>	<b>782,227</b>	<b>7,000</b>	<b>0</b>	<b>775,227</b>
<b>053-169</b>								
SECURED	3	604,055	1,054,826	0	1,658,881	7,000	0	1,651,881
UNSECURED	1	0	0	24,750	24,750	0	0	24,750
<b>TOTALS</b>	<b>4</b>	<b>604,055</b>	<b>1,054,826</b>	<b>24,750</b>	<b>1,683,631</b>	<b>7,000</b>	<b>0</b>	<b>1,676,631</b>
<b>053-170</b>								
SECURED	2	5,766	10,857	0	16,623	0	0	16,623
<b>TOTALS</b>	<b>2</b>	<b>5,766</b>	<b>10,857</b>	<b>0</b>	<b>16,623</b>	<b>0</b>	<b>0</b>	<b>16,623</b>
<b>053-171</b>								
SECURED	244	9,236,208	32,194,583	0	41,430,791	49,000	126,119	41,255,672
UNSECURED	4	0	0	872,870	872,870	0	0	872,870
<b>TOTALS</b>	<b>248</b>	<b>9,236,208</b>	<b>32,194,583</b>	<b>872,870</b>	<b>42,303,661</b>	<b>49,000</b>	<b>126,119</b>	<b>42,128,542</b>

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-172</b>								
SECURED	6	101,970	369,274	0	471,244	0	0	471,244
TOTALS	6	101,970	369,274	0	471,244	0	0	471,244
<b>053-173</b>								
SECURED	78	2,441,125	4,786,491	0	7,227,616	7,000	0	7,220,616
TOTALS	78	2,441,125	4,786,491	0	7,227,616	7,000	0	7,220,616
<b>053-174</b>								
SECURED	1	39,041	0	0	39,041	0	0	39,041
TOTALS	1	39,041	0	0	39,041	0	0	39,041
<b>053-175</b>								
SECURED	1	309,810	0	0	309,810	0	0	309,810
TOTALS	1	309,810	0	0	309,810	0	0	309,810
<b>053-176</b>								
SECURED	6	265,765	0	0	265,765	0	0	265,765
TOTALS	6	265,765	0	0	265,765	0	0	265,765
<b>053-177</b>								
TOTALS	2	0	0	0	0	0	0	0
<b>053-178</b>								
TOTALS	2	0	0	0	0	0	0	0

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TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-179</b>								
SECURED	25	5,788,761	8,298,345	184,121	14,271,227	14,000	0	14,257,227
UNSECURED	4	0	15,509	48,790	64,299	0	2,514	61,785
<b>TOTALS</b>	<b>29</b>	<b>5,788,761</b>	<b>8,313,854</b>	<b>232,911</b>	<b>14,335,526</b>	<b>14,000</b>	<b>2,514</b>	<b>14,319,012</b>
<b>053-180</b>								
SECURED	7	593,151	1,697,656	0	2,290,807	14,000	0	2,276,807
UNSECURED	3	0	0	2,636,409	2,636,409	0	0	2,636,409
<b>TOTALS</b>	<b>10</b>	<b>593,151</b>	<b>1,697,656</b>	<b>2,636,409</b>	<b>4,927,216</b>	<b>14,000</b>	<b>0</b>	<b>4,913,216</b>
<b>053-181</b>								
<b>TOTALS</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>053-182</b>								
<b>TOTALS</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>053-183</b>								
SECURED	7	283,977	3,265,858	10,626	3,560,461	0	3,560,461	0
<b>TOTALS</b>	<b>7</b>	<b>283,977</b>	<b>3,265,858</b>	<b>10,626</b>	<b>3,560,461</b>	<b>0</b>	<b>3,560,461</b>	<b>0</b>
<b>053-184</b>								
SECURED	99	3,779,716	8,986,243	61,335	12,827,294	70,000	161,083	12,596,211
UNSECURED	1	0	0	10,470	10,470	0	0	10,470
<b>TOTALS</b>	<b>100</b>	<b>3,779,716</b>	<b>8,986,243</b>	<b>71,805</b>	<b>12,837,764</b>	<b>70,000</b>	<b>161,083</b>	<b>12,606,681</b>
<b>053-185</b>								
SECURED	136	10,114,068	25,563,302	116,235	35,793,605	287,000	428,936	35,077,669
UNSECURED	8	0	0	209,552	209,552	0	0	209,552
<b>TOTALS</b>	<b>144</b>	<b>10,114,068</b>	<b>25,563,302</b>	<b>325,787</b>	<b>36,003,157</b>	<b>287,000</b>	<b>428,936</b>	<b>35,287,221</b>

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
Model Num: FINAL, Tax Year: 2024, Exclude: False

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-186</b>								
SECURED	2	243,716	0	0	243,716	0	243,716	0
<b>TOTALS</b>	<b>2</b>	<b>243,716</b>	<b>0</b>	<b>0</b>	<b>243,716</b>	<b>0</b>	<b>243,716</b>	<b>0</b>
<b>053-187</b>								
SECURED	2	287,941	870,190	70	1,158,201	0	949,850	208,351
<b>TOTALS</b>	<b>2</b>	<b>287,941</b>	<b>870,190</b>	<b>70</b>	<b>1,158,201</b>	<b>0</b>	<b>949,850</b>	<b>208,351</b>
<b>053-189</b>								
SECURED	142	21,645,409	57,994,840	54,935	79,695,184	287,000	0	79,408,184
UNSECURED	6	0	0	115,260	115,260	0	0	115,260
<b>TOTALS</b>	<b>148</b>	<b>21,645,409</b>	<b>57,994,840</b>	<b>170,195</b>	<b>79,810,444</b>	<b>287,000</b>	<b>0</b>	<b>79,523,444</b>
<b>053-190</b>								
SECURED	2	618,727	1,620,301	0	2,239,028	0	0	2,239,028
UNSECURED	2	0	0	8,810	8,810	0	50	8,760
<b>TOTALS</b>	<b>4</b>	<b>618,727</b>	<b>1,620,301</b>	<b>8,810</b>	<b>2,247,838</b>	<b>0</b>	<b>50</b>	<b>2,247,788</b>
<b>053-191</b>								
<b>TOTALS</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>053-194</b>								
SECURED	18	5,726,019	9,403,212	2,538,160	17,667,391	14,000	827,490	16,825,901
UNSECURED	3	0	2,470	268,544	271,014	0	0	271,014
<b>TOTALS</b>	<b>21</b>	<b>5,726,019</b>	<b>9,405,682</b>	<b>2,806,704</b>	<b>17,938,405</b>	<b>14,000</b>	<b>827,490</b>	<b>17,096,915</b>
<b>053-195</b>								
SECURED	6	1,261,060	1,300,000	0	2,561,060	0	0	2,561,060
<b>TOTALS</b>	<b>6</b>	<b>1,261,060</b>	<b>1,300,000</b>	<b>0</b>	<b>2,561,060</b>	<b>0</b>	<b>0</b>	<b>2,561,060</b>



County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
Model Num: FINAL, Tax Year: 2024, Exclude: False

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-196</b>								
SECURED	4	505,966	3,183,624	0	3,689,590	0	3,647,278	42,312
<b>TOTALS</b>	<b>4</b>	<b>505,966</b>	<b>3,183,624</b>	<b>0</b>	<b>3,689,590</b>	<b>0</b>	<b>3,647,278</b>	<b>42,312</b>
<b>053-197</b>								
SECURED	20	1,215,613	2,268,324	0	3,483,937	14,000	1,014,577	2,455,360
<b>TOTALS</b>	<b>20</b>	<b>1,215,613</b>	<b>2,268,324</b>	<b>0</b>	<b>3,483,937</b>	<b>14,000</b>	<b>1,014,577</b>	<b>2,455,360</b>
<b>053-198</b>								
SECURED	3	432,850	0	0	432,850	0	330,469	102,381
<b>TOTALS</b>	<b>3</b>	<b>432,850</b>	<b>0</b>	<b>0</b>	<b>432,850</b>	<b>0</b>	<b>330,469</b>	<b>102,381</b>
<b>053-199</b>								
<b>TOTALS</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>053-200</b>								
SECURED	2	685,949	486,860	0	1,172,809	0	0	1,172,809
<b>TOTALS</b>	<b>2</b>	<b>685,949</b>	<b>486,860</b>	<b>0</b>	<b>1,172,809</b>	<b>0</b>	<b>0</b>	<b>1,172,809</b>
<b>053-201</b>								
SECURED	3	434,942	187,365	0	622,307	0	0	622,307
<b>TOTALS</b>	<b>3</b>	<b>434,942</b>	<b>187,365</b>	<b>0</b>	<b>622,307</b>	<b>0</b>	<b>0</b>	<b>622,307</b>
<b>053-202</b>								
SECURED	1	118,798	0	0	118,798	0	118,798	0
<b>TOTALS</b>	<b>1</b>	<b>118,798</b>	<b>0</b>	<b>0</b>	<b>118,798</b>	<b>0</b>	<b>118,798</b>	<b>0</b>

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
Model Num: FINAL, Tax Year: 2024, Exclude: False

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>053-203</b>								
SECURED	37	752,447	0	0	752,447	7,000	0	745,447
UNSECURED	27	234,949	0	0	234,949	0	0	234,949
<b>TOTALS</b>	<b>64</b>	<b>987,396</b>	<b>0</b>	<b>0</b>	<b>987,396</b>	<b>7,000</b>	<b>0</b>	<b>980,396</b>
<b>053-204</b>								
SECURED	140	12,932,916	12,977,941	125,693	26,036,550	70,000	161,083	25,805,467
<b>TOTALS</b>	<b>140</b>	<b>12,932,916</b>	<b>12,977,941</b>	<b>125,693</b>	<b>26,036,550</b>	<b>70,000</b>	<b>161,083</b>	<b>25,805,467</b>
<b>055-000</b>								
SECURED	108	6,124,400	2,010,277	0	8,134,677	7,000	0	8,127,677
UNSECURED	24	213,645	0	0	213,645	0	3,749	209,896
<b>TOTALS</b>	<b>132</b>	<b>6,338,045</b>	<b>2,010,277</b>	<b>0</b>	<b>8,348,322</b>	<b>7,000</b>	<b>3,749</b>	<b>8,337,573</b>
<b>055-002</b>								
SECURED	28	1,075,210	585,685	0	1,660,895	0	0	1,660,895
UNSECURED	6	37,159	110	171,957	209,226	0	1,876	207,350
<b>TOTALS</b>	<b>34</b>	<b>1,112,369</b>	<b>585,795</b>	<b>171,957</b>	<b>1,870,121</b>	<b>0</b>	<b>1,876</b>	<b>1,868,245</b>
<b>055-005</b>								
SECURED	7	475,272	614,619	0	1,089,891	0	0	1,089,891
UNSECURED	1	0	0	224,400	224,400	0	0	224,400
<b>TOTALS</b>	<b>8</b>	<b>475,272</b>	<b>614,619</b>	<b>224,400</b>	<b>1,314,291</b>	<b>0</b>	<b>0</b>	<b>1,314,291</b>
<b>055-006</b>								
SECURED	76	10,599,047	5,962,830	788,913	17,350,790	77,000	0	17,273,790
UNSECURED	3	0	9,380	121,345	130,725	0	2,030	128,695
<b>TOTALS</b>	<b>79</b>	<b>10,599,047</b>	<b>5,972,210</b>	<b>910,258</b>	<b>17,481,515</b>	<b>77,000</b>	<b>2,030</b>	<b>17,402,485</b>

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
Model Num: FINAL, Tax Year: 2024, Exclude: False

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
<b>055-007</b>								
SECURED	30	6,109,733	1,146,484	0	7,256,217	7,000	1,367,224	5,881,993
<b>TOTALS</b>	<b>30</b>	<b>6,109,733</b>	<b>1,146,484</b>	<b>0</b>	<b>7,256,217</b>	<b>7,000</b>	<b>1,367,224</b>	<b>5,881,993</b>
<b>055-011</b>								
SECURED	435	21,419,889	39,796,840	1,548,694	62,765,423	546,000	498,982	61,720,441
UNSECURED	23	12,181	17,510	575,834	605,525	0	9,029	596,496
<b>TOTALS</b>	<b>458</b>	<b>21,432,070</b>	<b>39,814,350</b>	<b>2,124,528</b>	<b>63,370,948</b>	<b>546,000</b>	<b>508,011</b>	<b>62,316,937</b>
<b>055-012</b>								
SECURED	7	1,648,616	349,898	221,846	2,220,360	7,000	0	2,213,360
<b>TOTALS</b>	<b>7</b>	<b>1,648,616</b>	<b>349,898</b>	<b>221,846</b>	<b>2,220,360</b>	<b>7,000</b>	<b>0</b>	<b>2,213,360</b>
<b>055-013</b>								
SECURED	139	6,110,920	3,156,483	0	9,267,403	7,000	0	9,260,403
<b>TOTALS</b>	<b>139</b>	<b>6,110,920</b>	<b>3,156,483</b>	<b>0</b>	<b>9,267,403</b>	<b>7,000</b>	<b>0</b>	<b>9,260,403</b>
<b>055-016</b>								
SECURED	2	70,248	243,744	862,202	1,176,194	0	0	1,176,194
<b>TOTALS</b>	<b>2</b>	<b>70,248</b>	<b>243,744</b>	<b>862,202</b>	<b>1,176,194</b>	<b>0</b>	<b>0</b>	<b>1,176,194</b>
<b>055-017</b>								
SECURED	32	1,989,859	2,822,101	16,820	4,828,780	56,000	0	4,772,780
UNSECURED	4	0	0	178,741	178,741	0	1	178,740
<b>TOTALS</b>	<b>36</b>	<b>1,989,859</b>	<b>2,822,101</b>	<b>195,561</b>	<b>5,007,521</b>	<b>56,000</b>	<b>1</b>	<b>4,951,520</b>
<b>055-018</b>								
SECURED	44	4,066,214	703,346	500	4,770,060	7,000	0	4,763,060
<b>TOTALS</b>	<b>44</b>	<b>4,066,214</b>	<b>703,346</b>	<b>500</b>	<b>4,770,060</b>	<b>7,000</b>	<b>0</b>	<b>4,763,060</b>

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
Model Num: FINAL, Tax Year: 2024, Exclude: False

TRA	Parcel Cnt	Land	Imps	Pers Prop	Gross Value	HOX	Other Exempt	Net Value
055-019								
SECURED	213	11,374,497	7,270,659	29,702	18,674,858	35,000	0	18,639,858
UNSECURED	2	5,625	0	0	5,625	0	1,875	3,750
TOTALS	215	11,380,122	7,270,659	29,702	18,680,483	35,000	1,875	18,643,608
SECURED	25,586	1,709,766,252	3,429,373,050	85,595,397	5,224,734,699	26,044,114	67,734,078	5,130,956,507
UNSECURED	3,073	20,105,215	51,715,744	107,676,101	179,497,060	82,243	2,128,746	177,286,071
UTILITY								
TOTALS	28,659	1,729,871,467	3,481,088,794	193,271,498	5,404,231,759	26,126,357	69,862,824	5,308,242,578

TOTAL TRA'S WITH NO VALUE	15
TOTAL TRA COUNT	215

**County of Plumas**  
**Estimated Revenue**  
Tax Increment Distribution Report  
*Before ERAF*

**Eastern Plumas Rural Fire Protection District**  
**Annexation to Beckwourth Peak Fire Protection District**  
**LAFCO Request**

**TRA:**     **053-040 053-071 053-072 053-107**  
              **053-114 053-124 053-158 053-160**  
              **053-161 053-190**

**Tax Year:**         **2024**

Parcels		40		819		298	
<b>TRA</b>		<b>053-040</b>		<b>053-071</b>		<b>053-072</b>	
<b>Assessed Value per Assessor's Office</b>		Land		Land		Land	
9/11/2024		2,118,519		30,191,699		8,201,237	
		Improvements		Improvements		Improvements	
		3,458,026		78,971,599		20,961,503	
		Personal		Personal		Personal	
		6,870		3,574,180		2,469,651	
		Property		Property		Property	
		(161,083)		(2,787,289)		(478,944)	
		Other Exempt		Other Exempt		Other Exempt	
		(7,000)		(1,099,000)		(412,895)	
		HOX		HOX		HOX	
		5,415,332		108,851,189		30,740,552	
		Total AV		Total AV		Total AV	
		<b>Estimated Tax</b>		<b>Estimated Tax</b>		<b>Estimated Tax</b>	
		<b>x 1%</b>		<b>x 1%</b>		<b>x 1%</b>	
		<b>54,153.00</b>		<b>1,088,512.00</b>		<b>307,406.00</b>	
<b>Tax Code</b>	<b>Description</b>	<b>Incr Factor</b>	<b>Incr Amount</b>	<b>Incr Factor</b>	<b>Incr Amount</b>	<b>Incr Factor</b>	<b>Incr Amount</b>
20001	County General Fund	0.30271022	16,393.00	0.28113129	306,015.00	0.24549102	75,466.00
20230	Eastern Plumas Healthcare	0.04374857	2,369.00	0.04062923	44,225.00	0.03547851	10,906.00
20240	Eastern Plumas Rural Fire	0.00000000	0.00	0.07129162	77,602.00	0.06225371	19,137.00
20250	Flood Control County	0.00335998	182.00	0.00312040	3,397.00	0.00272481	838.00
20300	Grizzly Lake CSD	0.00000000	0.00	0.00000000	0.00	0.12677433	38,971.00
20420	Portola Cemetery	0.01265995	686.00	0.01175725	12,798.00	0.01026674	3,156.00
30010	Plumas County Office of Education	0.00148077	80.00	0.00137520	1,497.00	0.00120086	369.00
30020	Feather River College	0.13063042	7,074.00	0.12131733	132,055.00	0.10593740	32,566.00
30030	Plumas Unified School District	0.50541009	27,369.00	0.46937768	510,923.00	0.40987262	125,997.00
30050	E R A F	0.00000000	0.00	0.00000000	0.00	0.00000000	0.00
<b>TRA Totals:</b>		<b>1.00000000</b>	<b>54,153.00</b>	<b>1.00000000</b>	<b>1,088,512.00</b>	<b>1.00000000</b>	<b>307,406.00</b>
<i>(Rounded)</i>							

10/3/2024

26		7		18		24		237	
<b>053-107</b>		<b>053-114</b>		<b>053-124</b>		<b>053-158</b>		<b>053-160</b>	
Land	213,799	Land	183,160	Land	920,149	Land	815,706	Land	12,260,840
Improvements	944,778	Improvements	705,263	Improvements	2,335,233	Improvements	2,946,239	Improvements	19,816,626
Personal		Personal		Personal		Personal		Personal	
Property	741,364	Property	302,790	Property	12,940	Property	15,440	Property	185,714
Other Exempt	0	Other Exempt	0	Other Exempt	0	Other Exempt	0	Other Exempt	0
HOX	(28,000)	HOX	0	HOX	(21,000)	HOX	(49,000)	HOX	(84,000)
Total AV	1,871,941	Total AV	1,191,213	Total AV	3,247,322	Total AV	3,728,385	Total AV	32,179,180
<b>Estimated Tax</b>		<b>Estimated Tax</b>		<b>Estimated Tax</b>		<b>Estimated Tax</b>		<b>Estimated Tax</b>	
<b>x 1%</b>		<b>x 1%</b>		<b>x 1%</b>		<b>x 1%</b>		<b>x 1%</b>	
<b>18,719.00</b>		<b>11,912.00</b>		<b>32,473.00</b>		<b>37,284.00</b>		<b>321,792.00</b>	
<b>Incr Factor</b>	<b>Incr Amount</b>	<b>Incr Factor</b>	<b>Incr Amount</b>	<b>Incr Factor</b>	<b>Incr Amount</b>	<b>Incr Factor</b>	<b>Incr Amount</b>	<b>Incr Factor</b>	<b>Incr Amount</b>
<b>0.30271233</b>	5,666.00	<b>0.28113129</b>	3,350.00	<b>0.30271233</b>	9,830.00	<b>0.25813129</b>	9,625.00	<b>0.30271233</b>	97,410.00
0.04374811	819.00	0.04062923	484.00	0.04374811	1,421.00	0.04062923	1,515.00	0.04374811	14,078.00
<b>0.00000000</b>	<b>0.00</b>	<b>0.07129162</b>	<b>849.00</b>	<b>0.00000000</b>	<b>0.00</b>	<b>0.07129162</b>	<b>2,658.00</b>	<b>0.00000000</b>	<b>0.00</b>
0.00335994	63.00	0.00312040	37.00	0.00335994	109.00	0.00295040	110.00	0.00335994	1,081.00
0.00000000	0.00	0.00000000	0.00	0.00000000	0.00	<b>0.02317000</b>	864.00	0.00000000	0.00
0.01265979	237.00	0.01175725	140.00	0.01265979	411.00	0.01175725	438.00	0.01265979	4,074.00
0.00148077	28.00	0.00137520	16.00	0.00148077	48.00	0.00137520	51.00	0.00148077	476.00
0.13063012	2,445.00	0.12131733	1,445.00	0.13063012	4,242.00	0.12131733	4,523.00	0.13063012	42,036.00
0.50540894	9,461.00	0.46937768	5,591.00	0.50540894	16,412.00	0.46937768	17,500.00	0.50540894	162,637.00
0.00000000	0.00	0.00000000	0.00	0.00000000	0.00	0.00000000	0.00	0.00000000	0.00
<b>1.00000000</b>	<b>18,719.00</b>	<b>1.00000000</b>	<b>11,912.00</b>	<b>1.00000000</b>	<b>32,473.00</b>	<b>1.00000000</b>	<b>37,284.00</b>	<b>1.00000000</b>	<b>321,792.00</b>

0		4		Total Parcels	1,473
				With Factor	1,152
<b>053-161</b>		<b>053-190</b>		<b>Total All</b>	
Land	0	Land	618,727	Land	55,523,836
Improvements	0	Improvements	1,620,301	Improvements	131,759,568
Personal		Personal		Personal	
Property	0	Property	8,810	Property	7,317,759
Other Exempt	0	Other Exempt	(50)	Other Exempt	(3,427,366)
HOX	0	HOX	0	HOX	(1,700,895)
Total AV	0	Total AV	2,247,788	Total AV	189,472,902
<b>Estimated Tax</b>		<b>Estimated Tax</b>		<b>Estimated Tax</b>	
<b>x 1%</b>		<b>x 1%</b>		<b>x 1%</b>	
<b>0.00</b>		<b>22,478.00</b>		<b>1,894,729.00</b>	
<b>Incr Factor</b>	<b>Incr Amount</b>	<b>Incr Factor</b>	<b>Incr Amount</b>	<b>Incr Amount</b>	
0.00000000	0.00	0.232712332	5,231.00	528,986.00	
0.00000000	0.00	0.043748110	983.00	76,800.00	
0.00000000	0.00	0.069999998	1,573.00	101,819.00	
0.00000000	0.00	0.003359940	76.00	5,893.00	
0.00000000	0.00	0.000000000	0.00	39,835.00	
0.00000000	0.00	0.012659790	285.00	22,225.00	
0.00000000	0.00	0.001480770	33.00	2,598.00	
0.00000000	0.00	0.130630120	2,936.00	229,322.00	
0.00000000	0.00	0.505408940	11,361.00	887,251.00	
0.00000000	0.00	0.000000000	0.00	0.00	
0.00000000	0.00	1.000000000	22,478.00	1,894,729.00	

**County of Plumas**  
**AB8 Factors at TRA Level for FY 2023-24**  
**Eastern Plumas Rural Fire TRAs per BOE Tax Code 20240**  
**For Estimated Revenue for Annexation to Beckwourth Peak Fire Protection District**  
**Active Factors Only**

<b>TAX DISTRIBUTION 2023</b>	<b>Tax Code</b>	<b>053-040<sup>2</sup></b>	<b>053-071</b>	<b>053-072</b>	<b>053-107</b>	<b>053-114</b>	<b>053-124</b>	<b>053-158</b>	<b>053-160</b>	<b>053-161<sup>1</sup></b>	<b>053-190</b>
<b>County General Fund</b>	<b>20001</b>	<b>30.271022%</b>	<b>28.113129%</b>	<b>24.549102%</b>	<b>30.271233%</b>	<b>28.113129%</b>	<b>30.271233%</b>	<b>25.813129%</b>	<b>30.271233%</b>	<b>0.000000%</b>	<b>23.271233%</b>
Eastern Plumas Healthcare	20230	4.374857%	4.062923%	3.547851%	4.374811%	4.062923%	4.374811%	4.062923%	4.374811%	0.000000%	4.374811%
<b>Eastern Plumas Rural Fire</b>	<b>20240</b>	<b>0.000000%</b>	<b>7.129162%</b>	<b>6.225371%</b>	<b>0.000000%</b>	<b>7.129162%</b>	<b>0.000000%</b>	<b>7.129162%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>6.999998%</b>
Flood Control County	20250	0.335998%	0.312040%	0.272481%	0.335994%	0.312040%	0.335994%	0.295040%	0.335994%	0.000000%	0.335994%
Grizzly Lake CSD	20300	0.000000%	0.000000%	12.677433%	0.000000%	0.000000%	0.000000%	2.317000%	0.000000%	0.000000%	0.000000%
Portola Cemetery	20420	1.265995%	1.175725%	1.026674%	1.265979%	1.175725%	1.265979%	1.175725%	1.265979%	0.000000%	1.265979%
Plumas Office of Education	30010	0.148077%	0.137520%	0.120086%	0.148077%	0.137520%	0.148077%	0.137520%	0.148077%	0.000000%	0.148077%
Feather River College	30020	13.063042%	12.131733%	10.593740%	13.063012%	12.131733%	13.063012%	12.131733%	13.063012%	0.000000%	13.063012%
Plumas Unified SD	30030	50.541009%	46.937768%	40.987262%	50.540894%	46.937768%	50.540894%	46.937768%	50.540894%	0.000000%	50.540894%
<b>TOTAL</b>		<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>0.000000%</b>	<b>100.000000%</b>
1) BOE shows 10 TRAs for EPRFD. Megabyte shows TRA 053-161 linked to Tax Code 20240. TRA 053-161 does not show on AB8 factors, no tax increment factors at TRA level. TRA has no parcels.											
2) There are 5 TRAs in the EPRF district where they receive no tax increment factor.											

10/3/2024



**County of Plumas**  
**AB8 Factors at TRA Level for FY 2023-24**  
**Eastern Plumas Rural Fire TRAs per BOE**  
**For Estimated Revenue for Annexation to Beckwourth Peak Fire Protection District**  
**All Factors**

**Note: Beckwourth Fire was a separate district in 2023-24. Dissolved in 2024-25 and new Beckwourth Peak FPD formed, including Sierra Valley Fire and parts of Portola**

<b>TAX DISTRIBUTION 2023</b>	<b>Tax Code</b>	<b>053-040</b>	<b>053-071</b>	<b>053-072</b>	<b>053-107</b>	<b>053-114</b>	<b>053-124</b>	<b>053-158</b>	<b>053-160</b>	<b>053-190</b>
			<i>To 001-013/053-197</i>	<i>Existing</i>		<i>Existing</i>		<i>Existing</i>		<i>From 053-008</i>
County General Fund	20001	30.271022%	28.113129%	24.549102%	30.271233%	28.113129%	30.271233%	25.813129%	30.271233%	<b>23.271233%</b>
Beckwourth CSA	20100	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
<b>Beckwourth Fire * 23-24</b>	<b>20110</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>
<b>Beckwourth Peak Fire New 24-25</b>	<b>20115</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>	<b>0.000000%</b>
Central Plumas Rec.	20120	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Chester Cemetery	20130	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Chester Fire	20150	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Chester PUD	20170	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Chester PUD - Zone A	20160	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
City of Portola	20430	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Clio PUD	20170	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Crescent Mills Fire	20180	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Crescent Mills Lighting	20190	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Cromberg Cemetery	20200	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
CSA #11 Ambulance	20210	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
East Quincy Services	20220	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Eastern Plumas Healthcare	20230	4.374857%	4.062923%	3.547851%	4.374811%	4.062923%	4.374811%	4.062923%	4.374811%	4.374811%
<b>Eastern Plumas Rural Fire</b>	<b>20240</b>	0.000000%	7.129162%	6.225371%	0.000000%	7.129162%	0.000000%	7.129162%	0.000000%	<b>6.999998%</b>
Plumas Office of Education	30010	0.148077%	0.137520%	0.120086%	0.148077%	0.137520%	0.148077%	0.137520%	0.148077%	0.148077%
Feather River College	30020	13.063042%	12.131733%	10.593740%	13.063012%	12.131733%	13.063012%	12.131733%	13.063012%	13.063012%
Flood Control County	20250	0.335998%	0.312040%	0.272481%	0.335994%	0.312040%	0.335994%	0.295040%	0.335994%	0.335994%
Gold Mountain CSD	20255	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Graeagle CSD	20260	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Graeagle Fire	20270	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Greenhorn Creek CSD	20280	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Greenville Cemetery	20290	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Grizzly Lake CSD	20300	0.000000%	0.000000%	12.677433%	0.000000%	0.000000%	0.000000%	2.317000%	0.000000%	0.000000%
Hamilton Branch Fire	20310	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Indian Valley CSD	20320	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Indian Valley Hospital	Inactive	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Johnsville PUD	20340	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
LaPorte Fire	20350	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Meadow Valley Cemetery	20360	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Meadow Valley Fire	20370	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Mohawk Valley Cemetery	20380	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%

**Note: Beckwourth Fire was a separate district in 2023-24. Dissolved in 2024-25 and new Beckwourth Peak FPD formed, including Sierra Valley Fire and parts of Portola**

TAX DISTRIBUTION 2023	Tax Code	053-040	053-071	053-072	053-107	053-114	053-124	053-158	053-160	053-190
			<i>To 001-013/053-197</i>	<i>Existing</i>		<i>Existing</i>		<i>Existing</i>		<i>From 053-008</i>
Peninsula Fire	20390	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Plumas Eureka CSD	20400	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Plumas District Hospital	20410	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Plumas Unified SD	30030	50.541009%	46.937768%	40.987262%	50.540894%	46.937768%	50.540894%	46.937768%	50.540894%	50.540894%
Portola Cemetery	20420	1.265995%	1.175725%	1.026674%	1.265979%	1.175725%	1.265979%	1.175725%	1.265979%	1.265979%
Prattville-Almanor Fire	20440	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Quincy LaPorte Cemetery	20450	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Quincy CSD	20460	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Quincy Fire	20470	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Quincy Lighting	20480	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Seneca Healthcare	20490	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Sierra Plumas Joint Unified SD	30040	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Sierra Valley Fire	20500	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Taylorville Cemetery	20510	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
West Almanor CSD	20520	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
<b>TOTAL</b>		<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>	<b>100.000000%</b>

10/3/2024

**Notes to FY21-22 AB8 Factor Calculations****FY21-22-no SBOE filings****Notes to FY20-21 AB8 Factor Calculations****FY20-21-no SBOE filings**

FY19-20 Property Tax Audit report:

Request to exclude aircraft values from the calculation of the AB8 factors.

Requested to start doing this with FY21-22 per email from auditor T Tran at SCO.

FY19-20 Annexation

Added Portola Holsinger TRA 001-002

FY18-19 Annexation

Brussard to Chester PUD

from 053-035 to 053-121, existing

7% Tax increment is exchanged with the county on Resolution 17-8275.

Used weighted average calculation for new rates on TRA 053-121.

SB85: SCO auditors advised to add back SB85 cap in FY16-17. Not done

Still working on getting more information and documentation.

**Notes to FY17-18 AB8 Factor Calculations:**

FY17-18 Annexations:

PRS annex to EQCSD, detach from QCSD (file 2015-0002)

from 053-15 to 053-078, existing

from 053-117 to 053-202, new

No tax increment is exchanged, on BOS 15-8106

Assessor did not add TRA 053-202 in the Certification. This will be delayed until FY18-19

Chandler Ranch Home Site annex to QFPD(file 2015-0003)

from 053-009 to 053-010, existing

from 053-043 to 053-000, existing

Exchange tax increment on BOS 16-8142

Tax increment negotiation implemented with weighted average calculation



**PLUMAS COUNTY  
BOARD OF SUPERVISORS  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors

**FROM:**

**MEETING DATE:** November 12, 2024

**SUBJECT:** CONTINUED DISCUSSION FROM NOVEMBER 5, 2024: Property Assessed Valuation Tax Increases; the Board of Supervisors encourages the public to comment on this subject either in person or email at [public@plumascounty.com](mailto:public@plumascounty.com); discussion and possible staff direction.

---

**Recommendation:**

**CONTINUED DISCUSSION FROM NOVEMBER 5, 2024:** Property Assessed Valuation Tax Increases; the Board of Supervisors encourages the public to comment on this subject either in person or email at [public@plumascounty.com](mailto:public@plumascounty.com); discussion and possible staff direction.

**Background and Discussion:**

At the request of the Assessor, this item was asked to be continued for further discussion to November 12, 2024, when her Chief Appraiser John Ridley is available to answer questions.

**Action:**

**CONTINUED DISCUSSION FROM NOVEMBER 5, 2024:** Property Assessed Valuation Tax Increases; the Board of Supervisors encourages the public to comment on this subject either in person or email at [public@plumascounty.com](mailto:public@plumascounty.com); discussion and possible staff direction.

**Fiscal Impact:**

Possible General Fund impact.

**Attachments:**

None



**PLUMAS COUNTY  
BOARD OF SUPERVISORS  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Allen Hiskey, Clerk of the Board

**MEETING DATE:** November 12, 2024

**SUBJECT:** Review, pursuant to Government Code section 8630, **RESOLUTION No. 21-8601** and **RESOLUTION No. 21-8605** ratifying the Proclamations of County-Wide Local Emergency due to the Beckworth Complex, Dixie and Fly Fires; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.

---

**Recommendation:**

Review, pursuant to Government Code section 8630, **RESOLUTION No. 21-8601** and **RESOLUTION No. 21-8605** ratifying the Proclamations of County-Wide Local Emergency due to the Beckworth Complex, Dixie and Fly Fires; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.

**Background and Discussion:**

Review, pursuant to Government Code section 8630, **RESOLUTION No. 21-8601** and **RESOLUTION No. 21-8605** ratifying the Proclamations of County-Wide Local Emergency due to the Beckworth Complex, Dixie and Fly Fires; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.

**Action:**

Review, pursuant to Government Code section 8630, **RESOLUTION No. 21-8601** and **RESOLUTION No. 21-8605** ratifying the Proclamations of County-Wide Local Emergency due to the Beckworth Complex, Dixie and Fly Fires; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.

**Fiscal Impact:**

No General Fund Impact.

**Attachments:**

1. Resolution No. 21-8601 - RATIYING THE PROCLAMATION OF A COUNTY WIDE LOCAL EMERGENCY DUE TO WILDFIRES IMPACTING PLUMAS COUNTY
2. REEA42~1

RESOLUTION NO. 21-8601

A RESOLUTION RATIFYING THE PROCLAMATION OF A COUNTY-WIDE LOCAL  
EMERGENCY DUE TO WILDFIRES SIGNIFICANTLY IMPACTING COMMUNITIES IN  
PLUMAS COUNTY

**WHEREAS**, Section 4-1.05 of the Plumas County Code empowers the Director of the Office of Emergency Services to proclaim a local emergency when the county is affected or threatened by an event causing great damage, possible loss of life, or other public calamity and the Board of Supervisors is not in session; and,

**WHEREAS**, on July 8, 2021, the Director of Emergency Services proclaimed a local emergency due to the Beckwourth Complex fire threatening communities in Plumas County; and

**WHEREAS**, Plumas County has activated the Emergency Operations Center; and these conditions are, or are likely to be beyond the control of the services, personnel, equipment, and facilities of said County of Plumas; and,

**WHEREAS**, Section 4-1.05 of the Plumas County Code requires the Board of Supervisors to ratify the emergency proclamation within seven (7) days or the proclamation will no longer be in force,

**WHEREAS**, it has been found that local resources are unable to cope with the effects of said emergency;

**NOW THEREFORE, BE IT RESOLVED**, that the Plumas County Board of Supervisors hereby ratifies the declaration of a local emergency due to the significant, ongoing and possible undiscovered impacts due to the wildfires in Plumas County.

**BE IT FURTHER RESOLVED**, the Plumas County Board of Supervisors shall review the need for continuing the local emergency at least every month and shall terminate the emergency as soon as local conditions warrant.

**BE IT FURTHER PROCLAIMED AND ORDERED** that a copy of this resolution be forwarded to the Director of the California Governor's Office of Emergency Services requesting that the Director find it acceptable in accordance with State law; that the Governor of California pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in Plumas County; that the Governor waive regulations that may hinder response and recovery efforts; that response and recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

The foregoing resolution was duly passed and adopted by the Board of Supervisors for the County of Plumas, State of California at the regular meeting of the Board of Supervisors on July 13, 2021 by the following vote:

AYES: Supervisor Ceresola, Goss, Thrall, Hagwood, and Engel

NOES: None

ABSENT: None



Chair, Board of Supervisors

ATTEST:



Clerk of the Board of Supervisors

RESOLUTION NO. 21- **8605**

A RESOLUTION RATIFYING THE PROCLAMATION OF A COUNTY-WIDE LOCAL  
EMERGENCY DUE TO THE DIXIE FIRE SIGNIFICANTLY IMPACTING COMMUNITIES  
IN PLUMAS COUNTY

**WHEREAS**, Section 4-1.05 of the Plumas County Code empowers the Director of the Office of Emergency Services to proclaim a local emergency when the county is affected or threatened by an event causing great damage, possible loss of life, or other public calamity and the Board of Supervisors is not in session; and,

**WHEREAS**, on July 19, 2021, the Director of Emergency Services proclaimed a local emergency due to the Dixie Fire threatening communities in Plumas County; and

**WHEREAS**, on July 16, 2021 Governor Gavin Newsom declared a state of emergency in Plumas County due to the Beckwourth Complex Fire; and

**WHEREAS**, Plumas County has activated the Emergency Operations Center; and these conditions are, or are likely to be beyond the control of the services, personnel, equipment, and facilities of said County of Plumas; and

**WHEREAS**, Section 4-1.05 of the Plumas County Code requires the Board of Supervisors to ratify the emergency proclamation within seven (7) days or the proclamation will no longer be in force,

**NOW THEREFORE, BE IT RESOLVED**, that the Plumas County Board of Supervisors hereby ratifies the declaration of a local emergency due to the significant, ongoing and possible undiscovered impacts due to the Dixie Fire in Plumas County.

**BE IT FURTHER RESOLVED**, the Plumas County Board of Supervisors shall review the need for continuing the local emergency at least every month and shall terminate the emergency as soon as local conditions warrant.

**BE IT PROCLAIMED AND ORDERED** that a copy of this resolution be forwarded to the Director of the California Governor's Office of Emergency Services requesting that the Director find it acceptable in accordance with State law; that the Governor of California pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in Plumas County; that the Governor waive regulations that may hinder response and recovery efforts; that response and recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

The foregoing resolution was duly passed and adopted by the Board of Supervisors for the County of Plumas, State of California at the regular meeting of the Board of Supervisors on July 20, 2021 by the following vote:



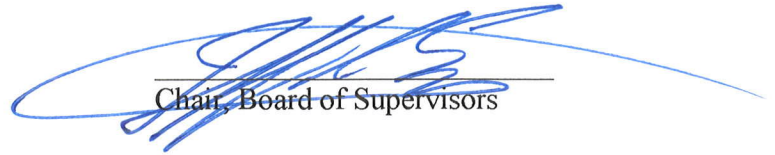
AYES: Supervisor (s): Ceresola, Goss, Thrall, Hagwood, Engel

NOES: None

ABSENT: None

ATTEST:

  
Clerk of the Board of Supervisors

  
Chair, Board of Supervisors



**PLUMAS COUNTY  
BOARD OF SUPERVISORS  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors

**FROM:** Allen Hiskey, Clerk of the Board

**MEETING DATE:** November 12, 2024

**SUBJECT:** Review, pursuant to Government Code section 8630, **RESOLUTION No. 23-8767** ratifying the Proclamation of County-Wide Local Emergency due to the Plumas County Blizzard & Storm Events; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.

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**Recommendation:**

Review, pursuant to Government Code section 8630, **RESOLUTION No. 23-8767** ratifying the Proclamation of County-Wide Local Emergency due to the Plumas County Blizzard & Storm Events; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.

**Background and Discussion:**

Review, pursuant to Government Code section 8630, **RESOLUTION No. 23-8767** ratifying the Proclamation of County-Wide Local Emergency due to the Plumas County Blizzard & Storm Events; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.

**Action:**

Review, pursuant to Government Code section 8630, **RESOLUTION No. 23-8767** ratifying the Proclamation of County-Wide Local Emergency due to the Plumas County Blizzard & Storm Events; recommendation to continue the emergency and bring back within 60 days, on January 14, 2025; discussion and possible action.

**Fiscal Impact:**

No General Fund Impact.

**Attachments:**

1. RE4BC8~1

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS  
PROCLAIMING A LOCAL EMERGENCY AND REQUESTING THE GOVERNOR  
PROCLAIM A STATE OF EMERGENCY  
(PLUMAS COUNTY BLIZZARD & STORM EVENTS)

RESOLUTION 2023- 8767

WHEREAS, the Plumas County Board of Supervisors recognizes that conditions of extreme peril to the safety of persons and property have arisen within Plumas County; caused by the Blizzard that hit the Sierra region and particularly Plumas County, and

WHEREAS, the Blizzard Warning throughout our region originated on Monday, February 26, 2023 through Wednesday, March 1, 2023; and

WHEREAS, another storm warning was in effect for March 4, 2023 through March 6, 2023, and more snow and rain storms are expected throughout March per the national weather service; and

WHEREAS, Plumas County is recovering from the Dixie Fire and many in our region are living in travel trailers and temporary housing through December 31, 2024 due to the loss of 700 homes in our county of 19,915 people. People living in these and other temporary structures are at more risk due to snow loads and freezing conditions; and

WHEREAS, per historical data, areas of Plumas County are close to their max snow loads. Some areas are at or near thresholds for snow load. The average snow load for Almanor Basin is 100 lbs per cubic square foot, some of the last totals are at approximately 80-100 lbs.; and

WHEREAS, Plumas County's only incorporated city had a boil-water-only alert due to freezing temperatures and issues with the water system, affecting 4,500 people; and

WHEREAS, Plumas County's population over 65 years old is 30% - double the State of California's average for this age group - and are less mobile and more vulnerable to these adverse conditions

WHEREAS, staffing is inadequate to cope with removal of the heavy snowfall. Streets remain unplowed due to shortages of essential Public Works employees, causing impacts to essential government services and a hazard for essential emergency first responders; and

WHEREAS, snow removal equipment and other road equipment has been damaged due to the heavy snowfall and while repairs are being attempted, the workload is extreme; and

WHEREAS, due to the significant accumulation of snow from the blizzard and other storms, the predicted rain storms may result in significant flooding; and

WHEREAS, aging HVAC systems throughout County buildings are being stressed and failing in some instances; and

WHEREAS, transportation in the area is significantly disrupted. Highway 70, one of the two major travel corridors is closed indefinitely and has been since the January storms. Highway 80 is sporadically closed as are Highway 32 and 36. Fuel and supplies are a concern. Store shelves are beginning to look bare; and

WHEREAS, schools have seen several days of closure as have County offices due to hazardous travel conditions in the Sierra region; and

WHEREAS, if there were a need for a shelter to open, Plumas residents could not get to it due to snow conditions, unplowed roads and projected heavy snow and rainfall rates.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Plumas, State of California, hereby proclaims that a local emergency exists throughout Plumas County due to the blizzard and snow conditions.

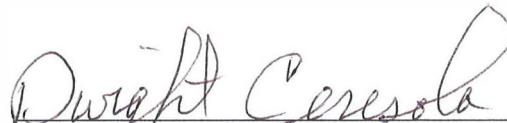
BE IT FURTHER RESOLVED that the Board of Supervisors of the County of Plumas, State of California, hereby directs that:

1. This Proclamation of Existence of a Local Emergency shall be renewed and deemed to continue to exist as provided by state law or until its termination is proclaimed by the Board of Supervisors of the County of Plumas.
2. The Director of Emergency Services for the County of Plumas is hereby designated as the authorized representative of the County of Plumas for the purpose of receipt, processing, and coordination of all inquiries and requirements necessary to obtain State and Federal assistance, to include CDAA.
3. During the existence of said local emergency, competitive bidding and other local purchasing, bidding and procurement requirements related to the Local Emergency are suspended.
4. The Director of Emergency Services or his or her designee immediately forward a certified copy of this resolution proclaiming a local emergency with a request that the Governor continue to maintain a State of Emergency for the County of Plumas.
5. Plumas County is not formally requesting California Disaster Assistance Act funds at this time.

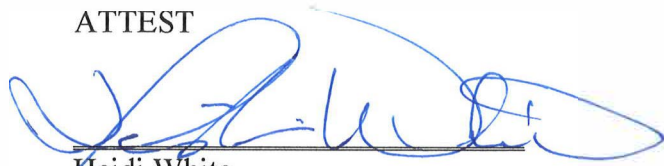
PASSED AND ADOPTED by the Board of Supervisors of the County of Plumas, State of California, on March 7, 2023, by the following vote:

AYES Supervisor(s) Goss, McGowan, Hagwood, Ceresola, Engel

NOTES: None  
ABSENT: None

  
Dwig Ceresola, Chair  
Plumas County Board of Supervisors

ATTEST

  
Heidi White  
Clerk of the Board of Supervisors



**PLUMAS COUNTY  
BOARD OF SUPERVISORS  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors  
**FROM:** Allen Hiskey, Clerk of the Board  
**MEETING DATE:** November 12, 2024  
**SUBJECT:** California State Association of Counties - select a Delegate and Alternate for the 2025 CSAC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

---

**Recommendation:**

California State Association of Counties - select a Delegate and Alternate for the 2025 CSAC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Background and Discussion:**

California State Association of Counties - select a Delegate and Alternate for the 2025 CSAC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Action:**

California State Association of Counties - select a Delegate and Alternate for the 2025 CSAC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Fiscal Impact:**

No General Fund Impact

**Attachments:**

1. 2024-2025 CSAC Delegate Form



**OFFICERS**

**President**

Bruce Gibson  
San Luis Obispo County

**1st Vice President**

Jeff Griffiths  
Inyo County

**2nd Vice President**

Susan Ellenberg  
Santa Clara County

**Past President**

Chuck Washington  
Riverside County



**CEO**

Graham Knaus

September 26, 2024

TO: Chairs, Boards of Supervisors

FROM: Graham Knaus, CEO

**SUBJECT: Nomination and Selection of CSAC Board of Directors Members**

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In accordance with the CSAC Constitution, we would like to provide you with information about the nomination process for CSAC Board of Directors members and alternates.

CSAC Board members and alternates are nominated by their respective Boards of Supervisors and appointed by the CSAC Executive Committee. The nomination is for a one-year term commencing with the CSAC Annual Meeting. Any member of your Board of Supervisors is eligible for the directorship.

The 2024 Annual Meeting will commence on Monday, November 18<sup>th</sup>. At this meeting, the new Board will meet first by caucus (urban, suburban, and rural) to nominate CSAC Officers and Executive Committee members, and again as a full Board to elect the 2024-2025 Executive Committee and to conduct other Association business.

Please note that if your county is nominating a new member to serve on the CSAC Board of Directors and you want that representative to vote on behalf of your county during the CSAC Annual Meeting, you must appoint this representative prior to the start of the Annual Meeting on Monday, November 18<sup>th</sup>.

Attached is the current Board roster, along with a nomination form. If you do not submit a 2024-2025 nomination, your current Board representative and alternate will continue to serve.

Please note that counties can change Board members and/or alternates at any point throughout the year, subject to final appointment by the CSAC Executive Committee.

If you have any questions or need further information, please contact Korina Jones at [kjones@counties.org](mailto:kjones@counties.org) or Chase Palm at [cpalm@counties.org](mailto:cpalm@counties.org).

cc: 2023-2024 Board of Directors  
Clerks, Board of Supervisors



California State Association of Counties  
1100 K Street, Suite 101  
Sacramento, CA 95814  
Phone (916) 327-7500  
Facsimile (916) 321-5047

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## NOMINATION OF CSAC BOARD OF DIRECTORS MEMBER FOR YEAR 2024 – 2025

The Board of Supervisors nominates the following named Supervisor(s) to a position on the CSAC Board of Directors for the 2024 – 2025 Association year beginning Monday, November 18, 2024.

County Name:

Director:

Alternate(s):

Name of individual completing form:

Does the Board of Directors member plan to attend the CSAC Annual Conference:

Yes:

No:

**PLEASE RETURN TO:**

Chase Palm via email at: [cpalm@counties.org](mailto:cpalm@counties.org)



# CALIFORNIA STATE ASSOCIATION OF COUNTIES

## Board of Directors

2023-2024

### SECTION

U=Urban

S=Suburban

R=Rural

President:

First Vice President:

Second Vice President:

Immediate Past President:

Bruce Gibson, San Luis Obispo

Jeff Griffiths, Inyo

Susan Ellenberg, Santa Clara

Chuck Washington, Riverside

*Members of the CSAC Executive Committee are highlighted for your reference*

SECTION	COUNTY	DIRECTOR
U	Alameda County	Keith Carson
R	Alpine County	Terry Woodrow
R	Amador County	Richard Forster
S	Butte County	Tod Kimmelshue
R	Calaveras County	Benjamin Stopper
R	Colusa County	Kent Boes
U	Contra Costa County	John Gioia
R	Del Norte County	Chris Howard
R	El Dorado County	John Hidahl
U	Fresno County	Buddy Mendes
R	Glenn County	Grant Carmon
R	Humboldt County	Michelle Bushnell
S	Imperial County	Jesus Eduardo Escobar
R	Inyo County	Trina Orrill
S	Kern County	Leticia Perez
R	Kings County	Rusty Robinson
R	Lake County	Bruno Sabatier
R	Lassen County	Gary Bridges
U	Los Angeles County	Kathryn Barger
R	Madera County	Leticia Gonzalez
S	Marin County	Mary Sackett
R	Mariposa County	Rosemarie Smallcombe
R	Mendocino County	John Haschak
S	Merced County	Scott Silveira
R	Modoc County	Ned Coe
R	Mono County	John Peters
S	Monterey County	Luis Alejo
S	Napa County	Ryan Gregory
R	Nevada County	Heidi Hall

U	Orange County	Doug Chaffee
S	Placer County	Bonnie Gore
R	Plumas County	Tom McGowan
U	Riverside County	V. Manuel Perez
U	Sacramento County	Rich Desmond
R	San Benito County	Bea Gonzales
U	San Bernardino County	Jesse Armendarez
U	San Diego County	Nora Vargas
U	San Francisco City & County	Rafael Mandelman
U	San Joaquin County	Robert Rickman
S	San Luis Obispo County	Bruce Gibson
U	San Mateo County	Noelia Corzo
S	Santa Barbara County	Das Williams
U	Santa Clara County	Susan Ellenberg
S	Santa Cruz County	Manu Koenig
R	Shasta County	Kevin Crye
R	Sierra County	Lee Adams
R	Siskiyou County	Ed Valenzuela
S	Solano County	Erin Hannigan
S	Sonoma County	James Gore
S	Stanislaus County	Vito Chiesa
R	Sutter County	Dan Flores
R	Tehama County	Candy Carlson
R	Trinity County	Ric Leutwyler
S	Tulare County	Amy Shuklian
R	Tuolumne County	Ryan Campbell
U	Ventura County	Kelly Long
S	Yolo County	Lucas Frerichs
R	Yuba County	Don Blaser

#### **TREASURER**

Belia Ramos, Napa County

#### **ADVISORS**

Sarah Carrillo, County Counsel, Tuolumne County

Jeff Van Wagenen, Riverside County CEO, California Association of County Executives,  
President



**PLUMAS COUNTY  
BOARD OF SUPERVISORS  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors  
**FROM:** Allen Hiskey, Clerk of the Board  
**MEETING DATE:** November 12, 2024  
**SUBJECT:** Representing California's Rural Counties - select a Delegate and Alternate for the 2025 RCRC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

---

**Recommendation:**

Representing California's Rural Counties - select a Delegate and Alternate for the 2025 RCRC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Background and Discussion:**

Representing California's Rural Counties - select a Delegate and Alternate for the 2025 RCRC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Action:**

Representing California's Rural Counties - select a Delegate and Alternate for the 2025 RCRC Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Fiscal Impact:**

No General Fund Impact.

**Attachments:**

1. RCRC Delegation Form 2025



**To:** Members of the RCRC Board of Directors  
RCRC Member County CAO's  
RCRC Member County Clerks of the Board

**From:** Patrick Blacklock, President & CEO

**Date:** October 21, 2024

**Re:** Designation of the 2025 RCRC Board of Directors, Delegates and Alternates - **ACTION REQUIRED**

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Annually, the Rural County Representatives of California (RCRC) requires confirmation of each member county's Delegate and Alternate to the RCRC Board of Directors. The first RCRC Board Meeting of 2025 and Installation of Officers will be held on January 8<sup>th</sup>.

Upon determination, please provide confirmation of your county's election/appointment, and forward the formal confirmation to RCRC as soon as possible. The confirmation can be sent via e-mail to [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org) or mailed to:

Rural County Representatives of California  
1215 K Street, Suite 1650  
Sacramento, CA 95814  
Attn: Maggie Chui

RCRC requires that both the Delegate and Alternate designations be Supervisors. Furthermore, all Delegates and Alternates will be required to comply with the RCRC's Conflict of Interest Code and file a Form 700.

Please do not hesitate to contact Maggie Chui, Director of Board Operations, at [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org) if you have any questions or require additional information. Thank you for your assistance with this information.

**Attachment**

- RCRC Designation Form



**Designation of 2025 Delegate and Alternate Supervisors for the  
Rural County Representatives of California (RCRC) Board of Directors**

**County:** \_\_\_\_\_

**Delegate:**

➤ **Supervisor** \_\_\_\_\_

**Alternate:**

➤ **Supervisor** \_\_\_\_\_

**Effective Date:** \_\_\_\_\_

*Designations will be effective January 1, 2025, unless otherwise indicated.*

**AUTHORIZATION**

**Name, Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

***Please note that all Delegates and Alternates will be required to comply with the RCRC's Conflict of Interest Code and file a Form 700.***



**PLUMAS COUNTY  
BOARD OF SUPERVISORS  
MEMORANDUM**

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**TO:** Honorable Chair and Board of Supervisors  
**FROM:** Allen Hiskey, Clerk of the Board  
**MEETING DATE:** November 12, 2024  
**SUBJECT:** Golden State Finance Authority - select a Delegate and Alternate for the 2025 GSFA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

---

**Recommendation:**

Golden State Finance Authority - select a Delegate and Alternate for the 2025 GSFA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Background and Discussion:**

Golden State Finance Authority - select a Delegate and Alternate for the 2025 GSFA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Action:**

Golden State Finance Authority - select a Delegate and Alternate for the 2025 GSFA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Fiscal Impact:**

No General Fund Impact.

**Attachments:**

1. GSFA Delegation Form 2025



Golden State Finance Authority (GSFA)  
1215 K Street, Suite 1650 · Sacramento, California 95814  
Phone: (855) 740-8422 · Fax: (916) 444-3219 · [www.gsfa-home.org](http://www.gsfa-home.org)

---

**To:** Members of the GSFA Board of Directors  
GSFA Member County CAO's  
GSFA Member County Clerks of the Board

**From:** Patrick Blacklock, Executive Director

**Date:** October 21, 2024

**Re:** Designation of the 2025 GSFA Board of Directors, Delegates and Alternates - **ACTION REQUIRED**

---

Annually, the Golden State Finance Authority (GSFA) requires confirmation of each member county's Delegate and Alternate to the GSFA Board of Directors. The first GSFA Board Meeting of 2025 will be held on January 8<sup>th</sup>.

Upon determination, please provide confirmation of your county's election/appointment, and forward the formal confirmation to GSFA as soon as possible. The confirmation can be sent via e-mail to [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org) or mailed to:

Golden State Finance Authority  
1215 K Street, Suite 1650  
Sacramento, CA 95814  
Attn: Maggie Chui

GSFA requires that both the Delegate and Alternate designations be Supervisors. Additionally, because the GSFA Board of Directors meetings are held in conjunction with the RCRC Board of Directors and GSCA Board of Directors meetings, GSFA Member Counties are thus encouraged to consider appointing the **same** Delegates and Alternates for all three entities.

Furthermore, all Delegates and Alternates will be required to comply with the GSFA Conflict of Interest Code and file a Form 700.

Please do not hesitate to contact Maggie Chui, RCRC Director of Board Operations, at [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org) if you have any questions or require additional information. Thank you for your assistance with this information.

**Attachment**

- GSFA Designation Form



**Designation of 2025 Delegate and Alternate Supervisors for**  
**Golden State Finance Authority (GSFA) Board of Directors**

**County:** \_\_\_\_\_

**Delegate:**

➤ **Supervisor** \_\_\_\_\_

**Alternate:**

➤ **Supervisor** \_\_\_\_\_

**Effective Date:** \_\_\_\_\_

*Designations will be effective January 1, 2025, unless otherwise indicated.*

**AUTHORIZATION**

**Name, Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

***Please note that all Delegates and Alternates will be required to comply with the GSFA's Conflict of Interest Code and file a Form 700.***





**PLUMAS COUNTY  
BOARD OF SUPERVISORS  
MEMORANDUM**

---

**TO:** Honorable Chair and Board of Supervisors  
**FROM:** Allen Hiskey, Clerk of the Board  
**MEETING DATE:** November 12, 2024  
**SUBJECT:** Golden State Connect Authority - select a Delegate and Alternate for the 2025 GSCA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

---

**Recommendation:**

Golden State Connect Authority - select a Delegate and Alternate for the 2025 GSCA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Background and Discussion:**

Golden State Connect Authority - select a Delegate and Alternate for the 2025 GSCA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Action:**

Golden State Connect Authority - select a Delegate and Alternate for the 2025 GSCA Board of Directors; currently Supervisor Goss and Supervisor McGowan; discussion and possible action.

**Fiscal Impact:**

No General Fund Impact.

**Attachments:**

1. GSCA Delegation Form 2025



**To:** Members of the GSCA Board of Directors  
GSCA Member County CAO's  
GSCA Member County Clerks of the Board

**From:** Patrick Blacklock, Executive Director

**Date:** October 21, 2024

**Re:** Designation of the 2025 GSCA Board of Directors, Delegates and Alternates - **ACTION REQUIRED**

---

The Golden State Connect Authority (GSCA) requires confirmation of each member county's Delegate and Alternate to the GSCA Board of Directors. The first GSCA Board Meeting of 2025 will be held on January 8<sup>th</sup>.

Upon determination, please provide confirmation of your county's election/appointment, and forward the formal confirmation to GSCA as soon as possible. The confirmation can be sent via e-mail to [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org) or mailed to:

Rural County Representatives of California  
1215 K Street, Suite 1650  
Sacramento, CA 95814  
Attn: Maggie Chui

GSCA requires that both the Delegate and Alternate designations be Supervisors. Additionally, because the GSCA Board of Directors meetings are held in conjunction with the RCRC Board of Directors and GSFA Board of Directors meetings, GSCA Member Counties are thus encouraged to consider appointing the same Delegates and Alternates for all three entities.

Furthermore, all Delegates and Alternates will be required to comply with the GSCA's Conflict of Interest Code upon adoption by the Board, and file a Form 700.

Please do not hesitate to contact me if you have any questions or require additional information. Thank you for your assistance with this information.

**Attachment**

- GSCA Designation Form



**Designation of 2025 Delegate and Alternate Supervisors for the  
Golden State Connect Authority (GSCA) Board of Directors**

**County:** \_\_\_\_\_

**Delegate:**

➤ **Supervisor** \_\_\_\_\_

**Alternate:**

➤ **Supervisor** \_\_\_\_\_

**Effective Date:** \_\_\_\_\_

*Designations will be effective January 1, 2025, unless otherwise indicated.*

**AUTHORIZATION**

**Name, Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

***Please note that all Delegates and Alternates will be required to comply with the GSCA's Conflict of Interest Code and file a Form 700.***



**PLUMAS COUNTY  
BOARD OF SUPERVISORS  
MEMORANDUM**

---

**TO:** Honorable Chair and Board of Supervisors

**FROM:** Allen Hiskey, Clerk of the Board

**MEETING DATE:** November 12, 2024

**SUBJECT:** Rural Counties Environmental Services Joint Powers Authority - select a Delegate and Alternate for the 2025 ESJPA Board of Directors; currently Supervisor Goss, Public Works Director Rob Thorman, and Sean Graham Solid Waste; discussion and possible action.

---

**Recommendation:**

Rural Counties Environmental Services Joint Powers Authority - select a Delegate and Alternate for the 2025 ESJPA Board of Directors; currently Supervisor Goss, Public Works Director Rob Thorman, and Sean Graham Solid Waste; discussion and possible action.

**Background and Discussion:**

Rural Counties Environmental Services Joint Powers Authority - select a Delegate and Alternate for the 2025 ESJPA Board of Directors; currently Supervisor Goss, Public Works Director Rob Thorman, and Sean Graham Solid Waste; discussion and possible action.

**Action:**

Rural Counties Environmental Services Joint Powers Authority - select a Delegate and Alternate for the 2025 ESJPA Board of Directors; currently Supervisor Goss, Public Works Director Rob Thorman, and Sean Graham Solid Waste; discussion and possible action.

**Fiscal Impact:**

No General Fund Impact.

**Attachments:**

1. ESJPA 2025 MEMO & FORM



**Rural Counties**  
Environmental Services  
Joint Powers Authority

**ESJPA**

**To:** Members of the ESJPA Board of Directors  
ESJPA CAO's  
ESJPA Clerks of the Board

**From:** Patrick Blacklock, Executive Director

**Date:** October 21, 2024

**Re:** Designation of the 2025 ESJPA Delegates and Alternates -  
**ACTION REQUIRED**

---

Annually, the Rural Counties' Environmental Services Joint Powers Authority (ESJPA) requires confirmation of each member county's Delegate and Alternate to the ESJPA Board of Directors. The first ESJPA Board Meeting of 2025 will be held on March 27<sup>th</sup>.

Upon determination, please provide confirmation of your county's election/appointment, and forward the formal confirmation to ESJPA as soon as possible. The confirmation can be sent via e-mail to [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org) or mailed to:

Rural County Representatives of California  
1215 K Street, Suite 1650  
Sacramento, CA 95814  
Attn: Maggie Chui

The ESJPA bylaws require that a Supervisor be the Delegate. **Alternates are generally a staff member in charge of solid waste/recycling programs for the county.** While there is no limit on the number of county staff who may attend the ESJPA meetings, only the officially designated Delegate or Alternate from each county will have voting rights.

Furthermore, all Delegates and Alternates will be required to comply with the ESJPA Conflict of Interest Code and file a Form 700.

Please do not hesitate to contact Maggie Chui, RCRC Director of Board Operations, at [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org), or Staci Heaton, Deputy Executive Director, at [sheaton@rcrcnet.org](mailto:sheaton@rcrcnet.org) if you have any questions or require additional information. Thank you for your assistance in this matter.

**Attachment**

- ESJPA Designation Form



**Rural Counties**  
Environmental Services  
Joint Powers Authority  
**ESJPA**

**Designation of 2025 Delegate and Alternates for the**  
**Rural Counties' Environmental Services Joint Powers Authority (ESJPA)**  
**Board of Directors**

County: \_\_\_\_\_

Delegate:

➤ Supervisor \_\_\_\_\_

Alternate:

➤ 1<sup>st</sup> Alternate: \_\_\_\_\_

E-Mail: \_\_\_\_\_

➤ 2<sup>nd</sup> Alternate: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Effective Date: \_\_\_\_\_

*Designations will be effective January 1, 2025, unless otherwise indicated.*

**AUTHORIZATION**

Name, Title: \_\_\_\_\_

Date: \_\_\_\_\_

*An Alternate is generally a staff member who is in charge of solid waste/recycling programs for the member county. While there is no limit on the number of county staff who may attend the ESJPA meetings, only the officially designated Delegate or Alternate will have voting rights. Please note that all Delegates and Alternates will be required to comply with the ESJPA's Conflict of Interest Code and file a Form 700.*