



### **Board of Supervisors**

Dwight Ceresola, 1st District  
Kevin Goss, Chair, 2nd District  
Thomas McGowan, 3rd District  
Mimi Hall, Vice-Chair, 4th District  
Jeff Engel, 5th District  
Allen Hiskey, Clerk of the Board

**AGENDA FOR SPECIAL MEETING  
JUNE 30, 2025, TO BE HELD AT 10:00 AM  
520 MAIN STREET, ROOM 308, QUINCY, CALIFORNIA**

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

### **AGENDA**

**Any public comments made during a special 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.**



**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=SGISeGpLVG9wQWtRSnNUM25mczlVZz09> or by phone at: Phone Number 1-669-900-9128; Meeting ID: 948 7586 7850. Passcode: 261352

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ADDITIONS TO OR DELETIONS FROM THE AGENDA**

## **PUBLIC COMMENT OPPORTUNITY**

As this will be a special meeting public comments will be limited to matters on the agenda only. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

## **ACTION AGENDA**

### **A. ENVIRONMENTAL HEALTH**

- 1) Approve and authorize the Chair to ratify and sign Fifth Amendment to agreement between Plumas County Department of Environmental Health and the California Association of Environmental Health Administrators (CAEHA) extending the term to December 31, 2025

### **B. AUDITOR-CONTROLLER**

- 1) Adopt **RESOLUTION** adopting the FY 2025-2026 Preliminary Recommended Budget for Plumas County and the Dependent Special Districts therein for Fiscal Year 2025-2026, in accordance with Government Code §29064; General Fund Impact; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

### **C. BOARD OF SUPERVISORS**

- 1) Receive a presentation on Plumas County Strategic Planning; discussion, staff direction, and/or possible action.

### **1. ADJOURNMENT**

Adjourned meeting to Tuesday, July 1, 2025, Board of Supervisors Room 308, Courthouse, Quincy, California



**PLUMAS COUNTY  
ENVIRONMENTAL HEALTH DEPARTMENT  
MEMORANDUM**

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

**FROM:** Rob Robinette, Interim Director of Environmental Health

**MEETING DATE:** June 30, 2025

**SUBJECT:** **Approve and authorize the Chair to ratify and sign Fifth Amendment to agreement between Plumas County Department of Environmental Health and the California Association of Environmental Health Administrators (CAEHA) extending the term to December 31, 2025**

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**Recommendation:**

Approve and authorize Chair to ratify and sign Fifth Amendment to agreement between Plumas County Department of Environmental Health and the California Association of Environmental Health Administrators (CAEHA) extending the term to December 31, 2025; (No General Fund Impact) no further impact; approved as to form by County Counsel.

**Background and Discussion:**

Recommendation: Approve and authorize the Chair to ratify and sign an amendment extending the duration of the existing agreement between Plumas County Department of Environmental Health and the California Association of Environmental Health Administrators (CAEHA) for emergency staffing to continue to populate the emergency structural debris, ash, hazardous trees, and lead contamination removal management resulting from the Dixie and Beckwourth fires through December 31, 2025; this contract is for more time to complete the project, no more monies are needed; approved as to form by County Counsel; for discussion and possible action.

Background and Discussion: The urgency ordinance mandates that structural debris, ash, and hazard trees are removed via the State's consolidated debris removal program, or a private (alternative) debris removal program. Some of the structural debris sites, along with a County approved plan to manage lead contaminated soils during site reconstruction, are not yet complete due to the timing of the CA Department of Toxic Substances Control (DTSC), and other site-specific factors. The following are the reasons for this contract extension request:

1. Continuity for finishing the Alternate Program debris removal: To date, 111 of the 114 total properties in the "Alternate Debris Removal Program" have been completed under CAEHA contract oversight. The remaining three (3) properties are in various stages of completion and/or are waiting for completion documentation and review. The contracted staff have developed relationships with each of these property owners and is in the best position to bring these cleanups most quickly and efficiently to completion.
2. Assistance with "Zone X" lead contaminated soil management. The contractor provides coordinated technical support to Environmental Health in the management of lead contaminated soil, which is necessary to ensure public safety when rebuilding businesses and residences in the "Zone X" areas.
3. Environmental Health's current staff capacity limitations: Environmental Health is currently training one new field inspector, and an Environmental Health Technician has resigned due to relocation. As such, it is difficult for existing staff to absorb the Fire Debris removal management and the "Zone X" soil management, without staff burnout, sacrificing quality or both.
4. No additional funding allocation: As of today, approximately \$5,800 remains of the contract. The extension request is for more time to complete the work, not more money. Approval of this agreement will allow the debris and lead removal process to move to completion.

**Action:**

Approve and authorize the Chair to ratify and sign an amendment extending the duration of the existing agreement between Plumas County Department of Environmental Health and the California Association of Environmental Health Administrators (CAEHA) for emergency staffing to continue to populate the emergency structural debris, ash, hazardous trees, and lead contamination removal management resulting from the Dixie and Beckwourth fires through December 31, 2025; this contract is for more time to complete the project, no more monies are needed; approved as to form by County Counsel; for discussion and possible action. Fiscal Impact: General Fund Impact.

**Fiscal Impact:**

General Fund Impact.

**Attachments:**

1. 6 CAEHA-Fire Debris Bid Contract 5th Amend 01Mar22-31Dec25 CAEHA
2. 1 CAEHA-Fire Debris Bid Contract Original 01Mar22-28Feb23 BOS 10Feb22
3. 2 CAEHA-Fire Debris Bid Contract 1st Amend 01Mar22-31Dec23 BOS 07Feb22
4. 3 CAEHA-Fire Debris Bid Contract 2nd Amend 01Mar22-30Jun24 BOS 07Nov23
5. 4 CAEHA-Fire Debris Bid Contract 3rd Amend 01Mar22-31Dec24 BOS 11Jun24
6. 5 CAEHA-Fire Debris Bid Contract 4th Amend 01Mar22-30Jun25 BOS 10Dec24

**FIFTH AMENDMENT TO AGREEMENT**  
**BY AND BETWEEN**  
**PLUMAS COUNTY AND CALIFORNIA ASSOCIATION OF ENVIRONMENTAL**  
**HEALTH ADMINISTRATORS**

This Fifth Amendment to Agreement (“Amendment”) is made on June 30, 2025, between PLUMAS COUNTY, a political subdivision of the State of California (“County”), and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** (“CONTRACTOR”) who agrees as follows:

1. **Recitals:** This Fifth Amendment is made with reference to the following facts and objectives:
  - a. PLUMAS COUNTY and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** have entered into a written Agreement dated March 1, 2022, (the “Agreement”), in which **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** agreed to provide emergency disaster debris management services to Plumas County, Department of Environmental Health.
  - b. Because of the critical need to continue these support services due to the lack of staffing resources in Environmental Health to conduct Environmental Health programs, the parties desire to change the Agreement.
2. **Amendments:** The parties agree to amend the Agreement as follows:
  - a. Paragraph 1 is amended to read as follows:

Term. The term of this agreement shall be from March 1, 2022, through December 31, 2025, unless terminated earlier as provided herein.
3. **Effectiveness of Agreement:** Except as set forth in this Fifth Amendment of the Agreement, Fourth Amendment to Agreement dated December 10, 2024, Third Amendment to Agreement dated June 11, 2024, Second Amendment dated February 7, 2023, all provisions of the Agreement dated March 1, 2022, shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, this Amendment has been executed as of the date set forth below:

**CONTRACTOR:**

California Association of Environmental Health Administrators (CAEHA)

By: *Stacey Harrington*

Name: Stacey Harrington

Title: President

Tax ID 394-1675492

Date signed: 6-18-2025

**COUNTY:**

County of Plumas, a political subdivision  
State of California

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

Name: Kevin Goss

Title: Chair, Board of Supervisors

Date signed: \_\_\_\_\_

**ATTEST:**

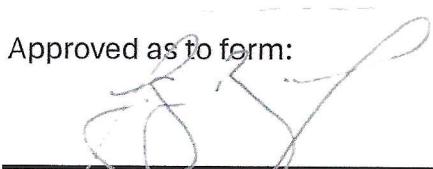
By: \_\_\_\_\_

Name: Allen Hiskey

Title: Clerk of the Board

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 Administrator** (hereinafter referred to as "County"), and California Association of Environmental Health Administrators, a California non-profit 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 One Hundred Sixty-Five Thousand Dollars (\$165,000.00).
3. Term. The term of this agreement shall be from March 1, 2022 through February 28, 2023, 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

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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. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage 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

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CONTRACTOR INITIALS 

- 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.

c. 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

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CONTRACTOR INITIALS 

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.

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CONTRACTOR INITIALS 

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:

County Administrator  
County of Plumas  
520 Main Street, Room 309  
Quincy, CA 95971  
Attention: Gabriel Hydrick

Contractor:

California Association of Environmental Health Administrators  
5170 Golden Foothill Parkway, #70  
El Dorado Hills, CA 95762  
Attention: Sheryl Baldwin, Contract Manager  
Gerald Sipe, Project Manager

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. 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

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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.

26. **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:**

California Association of  
Environmental Health  
Administrators, a California non-profit

By: Jeff Lamoure  
Name: Jeff Lamoure  
Title: President  
Date signed: February 14, 2022

By: Steve Van Stockum  
Name: STEVE VAN STOCKUM  
Title: SECRETARY/TREASURER  
Date signed: FEBRUARY 12, 2022

**COUNTY:**

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

By: Kevin Goss  
Name: Kevin Goss  
Title: Chair, Board of Supervisors  
Date signed:

ATTEST:  
Heidi White  
Heidi White  
Clerk of the Board of Supervisors

Approved as to form:

Gretchen Stuhr  
Gretchen Stuhr  
Plumas County Counsel

2/10/2022

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## EXHIBIT A

### Scope of Work

- 1) Implement and administer the Right of Entry (Government-sponsored) and Alternative (Private) debris removal programs.
- 2) Serve as the community debris removal liaison, answering questions, assisting with press releases and public information, maintaining a debris removal website, and advocating on behalf of property owners in debris removal matters.
- 3) Track Cleanup process for properties in the Alternative Program, including review and approval of site clean-up plans submitted by consultants for fire debris and contaminated soil removal; monitoring clean-up sample results and comparing those results with the established clean-up standards; and when the sites demonstrate successful debris removal, processing the paperwork to return the properties to the care of their owners. This includes signing work plans, certificates of completion and other county debris removal documents.
- 4) Coordinate with CalOES and CalRecycle on disaster documentation as it relates to the Alternative Program.
- 5) Monitoring and coordination of contamination issues in the fire burn scar.
- 6) Provide technical assistance and consultation to Environmental Health and Plumas County staff regarding debris removal plans, options and alternatives.
- 7) Liaison on behalf of Plumas County with various state agencies including Cal OES, Cal Recycle, Department of Toxic Substances Control regarding Plumas County's debris removal priorities
- 8) Coordinate Debris removal activities with Plumas County Disaster Recovery options, including any consultants retained for this purpose.

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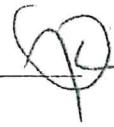
CONTRACTOR INITIALS 

EXHIBIT B

Fee Schedule

COMPENSATION

- A. Contractor shall be paid \$106.09 per hour for REHS staff and tracked by timesheets. Staff will work on a full time or part time flexible schedule approved by the County. If overtime is required and has been approved by the County for the contractor in advance, the hourly rate is \$159.14. CAEHA shall invoice County for work performed by the 15th of each month with summary of time worked.
- B. If travel is requested, Hotel reimbursement at cost (not to exceed \$160 per night and state rate will be requested). If hotels are hard to find under \$160 per night, County will pre-approval the higher hotel costs. Receipts will be provided.
- C. If County request travel, then mileage to be reimbursed by County at current IRS rate (currently at .58.5 cents per mile).
- D. Per diem rates of \$7 for breakfast, \$15 for Lunch, \$26.00 for dinner if travel by County is requested.
- E. Invoices will be sent monthly to the County and payment to be made directly to CAEHA - Tax ID#94-1675492 a 501(c)(4):

**California Association of Environmental Health Administrators**  
Attn: Sheryl Baldwin, Contract Manager  
P.O. Box 2017  
Cameron Park, CA 95682-2017  
Telephone: (530) 676-0715 or cell (530)-363-0027  
Email: [Sheryl@ccdeh.com](mailto:Sheryl@ccdeh.com)

- F. All payment requests must be reviewed and approved by the County. Total compensation for the services rendered (including any travel, per diem or other expenses) under this **Agreement shall not exceed One Hundred Sixty-Five Thousand Dollars (\$165,000)**.
- G. Compensation provided herein shall constitute complete and full payment to Contractor for the services provided hereunder to be paid within 30 days of a proper invoice. Interest will be added at 5% per month for invoices paid after 90 days.

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CONTRACTOR INITIALS 

**FIRST AMENDMENT TO AGREEMENT  
BY AND BETWEEN  
PLUMAS COUNTY AND THE CALIFORNIA ASSOCIATION OF ENVIRONMENTAL  
HEALTH ADMINISTRATORS (CAEHA)**

This First Amendment to the Agreement ("Amendment") is made on February 7, 2023, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** ("CONTRACTOR") who agrees as follows:

**1. Recitals:** This Amendment is made with reference to the following facts and objectives:

- a. PLUMAS COUNTY and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** have entered into a written Agreement dated March 1, 2022, (the "Agreement"), in which **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** agreed to provide emergency disaster debris management services to Plumas County, Department of Environmental Health.
- b. Because of the critical need to continue these support services due to the lack of staffing resources in Environmental Health to conduct the debris management program, 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:  
The term of this agreement shall be from March 1, 2022 through December 31, 2023, unless terminated earlier as provided herein.
- b. Paragraph 22 is amended in part, to read as follows:

County:  
County Administrative Officer  
County of Plumas  
520 Main street, Room 309  
Quincy, CA 95971  
Attn: Debra Lucero

- c. Exhibit B Section E is amended to read as follows:

Invoices will be sent monthly to the County and payment to be made directly to CAEHA – Tax ID#94-1675492 a 501(c)(4):

FIRST AMENDMENT TO AGREEMENT  
BY AND BETWEEN  
PLUMAS COUNTY AND THE CALIFORNIA ASSOCIATION OF ENVIRONMENTAL  
HEALTH ADMINISTRATORS (CAEHA)

California Association of Environmental Health Administrators  
Justin Malan, Executive Director  
PO Box 2017  
Cameron Park, CA 95682-2017  
E-mail: [Justin@ccdeh.com](mailto:Justin@ccdeh.com)  
530-676-0715

3. **Effectiveness of Agreement:** Except as set forth in this First Amendment of Agreement, all provisions of the Agreement dated March 1, 2022, shall remain unchanged and in full force and effect.

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

COUNTY

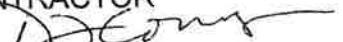
  
Dwight Ceresola  
Chair, Board of Supervisors

Date: 02.07.2023

ATTEST:

  
Heidi White,  
Clerk of the Board  
Date: 2.07.2023

CONTRACTOR

  
Dave Conway, President CAEHA  
Tax ID #94-1675492  
Date: 1-31-23

  
Steve Van Stockum

Secretary/Treasurer CAEHA  
Date: 1/26/23

Approved as to form:

  
1/25/2023  
Joshua Brechtel  
Deputy County Counsel

**SECOND AMENDMENT TO AGREEMENT**  
**BY AND BETWEEN**  
**PLUMAS COUNTY AND CALIFORNIA ASSOCIATION OF ENVIRONMENTAL**  
**HEALTH ADMINISTRATORS**

This Second Amendment to Agreement ("Amendment") is made on November 7, 2023, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** ("CONTRACTOR") who agrees as follows:

1. **Recitals:** This Second Amendment is made with reference to the following facts and objectives:

- a. PLUMAS COUNTY and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** have entered into a written Agreement dated March 1, 2022, (the "Agreement"), in which **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** agreed to provide emergency disaster debris management services to Plumas County, Department of Environmental Health.
- b. Because of the critical need to continue these support services due to the lack of staffing resources in Environmental Health to conduct the debris management program, the parties desire to change the Agreement.

2. **Amendments:** The parties agree to amend the Agreement as follows:

- a. Paragraph 3 TERM is amended to read as follows:

The term of this agreement shall be from March 1, 2022 through June 30, 2024, unless terminated earlier as provided herein.

- b. Paragraph 22 is amended in part, to read as follows:

County:  
County Administrative Officer  
County of Plumas  
520 Main Street, Room 309  
Quincy, CA 95971  
Attn: Debra Lucero

c. Exhibit B Section E is amended to read as follows:

Invoices will be sent monthly to the County and payment to be made directly to CAEHA – Tax ID#94-1675492 a 501(c)(4):

California Association of Environmental Health Administrators  
Justin Malan, Executive Director  
P.O. Box 2017  
Cameron Park, CA 95682-2017  
E-mail: [Justin@caeah.com](mailto:Justin@caeah.com)  
530-676-0715.

3. Effectiveness of Agreement: Except as set forth in this Second Amendment of Agreement and First Amendment of Agreement dated February 7, 2023, all provisions of the Agreement dated March 1, 2022, shall remain unchanged and in full force and effect.

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

**CONTRACTOR:**

California Association of Environmental Health Administrators (CAEHA)

By: Darryl Wong  
Name: Darryl Wong  
Title: President CAEHA  
Tax ID #94-1675492

Date signed: 10/26/2023

By: Steve Van Stockum  
Name: Steve Van Stockum  
Title: Secretary/Treasurer CAEHA

Date signed: 10/27/23

**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: 11/7/2023

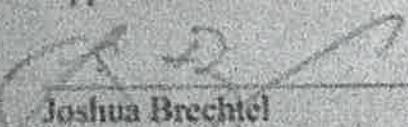
**ATTEST:**

By: Kristina Rogers

Name: Kristina Rogers  
Title: Deputy Clerk of the Board

Date signed: 11/7/2023

Approved as to form:

  
Joshua Brechtel  
Deputy County Counsel

10/24/2023

**THIRD AMENDMENT TO AGREEMENT  
BY AND BETWEEN  
PLUMAS COUNTY AND CALIFORNIA ASSOCIATION OF ENVIRONMENTAL  
HEALTH ADMINISTRATORS**

This Third Amendment to Agreement ("Amendment") is made on June 11, 2024, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** ("CONTRACTOR") who agrees as follows:

**1. Recitals:** This Third Amendment is made with reference to the following facts and objectives:

- a. PLUMAS COUNTY and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** have entered into a written Agreement dated March 1, 2022, (the "Agreement"), in which **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** agreed to provide emergency disaster debris management services to Plumas County, Department of Environmental Health.
- b. Because of the critical need to continue these support services due to the lack of staffing resources in Environmental Health to conduct Environmental Health programs, the parties desire to change the Agreement.

**2. Amendments:** The parties agree to amend the Agreement as follows:

- a. Paragraph 1 "Term" is amended to read as follows:

The TERM of this agreement shall be from March 1, 2022, through December 31, 2024, unless terminated earlier as provided herein.

- b. Paragraph 22 "Notice Addresses" is amended in part as follows:

Contractor:  
California Association of Environmental Health Administrators  
P.O. Box 2017  
Cameron Park, CA 95682-2017  
Attention: Sheryl Baldwin, Contract Manager  
Gerald Sipe, Project Manager

- c. Exhibit A "Scope of Work" is amended to include the following:

- 9) Provide environmental health programs development, support, and implementation as required by the Environmental Health Director.

d. Exhibit B - Section A is amended to read as follows:

Contractor shall be paid \$113.16 per hour for REHS staff and tracked by time sheets. Staff will work on a full-time or part-time flexible schedule approved by the County. If overtime is required and has been approved by the County for the contractor in advance, the hourly rate is \$169.74. CAEHA shall invoice the County for work performed by the 15<sup>th</sup> of each month with a summary of time worked.

Exhibit B - Section C is amended to read as follows:

If County requests travel, then mileage to be reimbursed by County at current IRS rate (currently \$0.67 cents per mile).

3. **Effectiveness of Agreement:** Except as set forth in this Third Amendment of the Agreement, Second Amendment to Agreement dated November 7, 2023, and First Amendment to Agreement dated February 7, 2023, all provisions of the Agreement dated March 1, 2022, shall remain unchanged and in full force and effect.

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

**CONTRACTOR:**

California Association of Environmental Health  
Administrators (CAEHA)  
Tax ID #94-1675492

By: Darryl Wong  
Name: Darryl Wong  
Title: CEO CAEHA

Date signed: 6/14/2024

By: Steve Van Stockum  
Name: Steve Van Stockum  
Title: Secretary/Treasurer CAEHA

Date signed: 6/13/24

**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: 6.11.24

**ATTEST:**

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

Date signed: 6.11.24

Approved as to form:

Joshua Bremel  
Joshua Bremel, Attorney  
County Counsel's Office

**FOURTH AMENDMENT TO AGREEMENT**  
**BY AND BETWEEN**  
**PLUMAS COUNTY AND CALIFORNIA ASSOCIATION OF ENVIRONMENTAL**  
**HEALTH ADMINISTRATORS**

This Fourth Amendment to Agreement ("Amendment") is made on December 10, 2024, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** ("CONTRACTOR") who agrees as follows:

1. **Recitals:** This Fourth Amendment is made with reference to the following facts and objectives:
  - a. PLUMAS COUNTY and **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** have entered into a written Agreement dated March 1, 2022, (the "Agreement"), in which **CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS (CAEHA)** agreed to provide emergency disaster debris management services to Plumas County, Department of Environmental Health.
  - b. Because of the critical need to continue these support services due to the lack of staffing resources in Environmental Health to conduct Environmental Health programs, the parties desire to change the Agreement.
2. **Amendments:** The parties agree to amend the Agreement as follows:
  - a. Paragraph 1 is amended to read as follows:

Term. The term of this agreement shall be from March 1, 2022, through June 30, 2025, unless terminated earlier as provided herein.
3. **Effectiveness of Agreement:** Except as set forth in this Fourth Amendment of the Agreement, Third Amendment to Agreement dated June 11, 2024, Second Amendment to Agreement dated November 7, 2023, and First Amendment to Agreement dated February 7, 2023, all provisions of the Agreement dated March 1, 2022, shall remain unchanged and in full force and effect.

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

**CONTRACTOR:**

California Association of Environmental Health  
Administrators (CAEHA)

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

Name: Darryl Wong  
Title: Chief Executive Officer CAEHA  
Tax ID #94-1675492

Date signed: \_\_\_\_\_

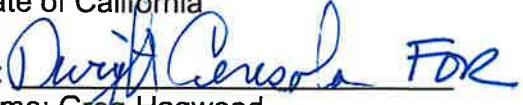
By: \_\_\_\_\_

Name: Steve Van Stockum  
Title: Secretary/Treasurer CAEHA

Date signed: \_\_\_\_\_

**COUNTY:**

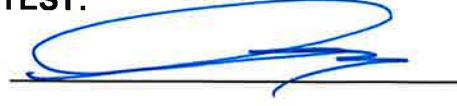
County of Plumas, a political subdivision of the  
State of California

By:  FDR

Name: Greg Hagwood  
Title: Chair, Board of Supervisors

Date signed: 10 DEC 2024

**ATTEST:**

By: 

Name: Allen Hiskey  
Title: Clerk of the Board

Date signed: 10 DEC 2024

Approved as to form:

  
Joshua Brechtel, Attorney  
County Counsel's Office



PLUMAS COUNTY  
AUDITOR-CONTROLLER  
MEMORANDUM

---

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

**FROM:** Martee Nieman, Auditor-Controller

**MEETING DATE:** June 30, 2025

**SUBJECT:** Adopt **RESOLUTION** adopting the FY 2025-2026 Preliminary Recommended Budget for Plumas County and the Dependent Special Districts therein for Fiscal Year 2025-2026, in accordance with Government Code §29064; General Fund Impact; approved as to form by County Counsel; discussion and possible action. Roll call vote

---

**Recommendation:**

Adopt **RESOLUTION** adopting the FY 2025-2026 Preliminary Recommended Budget for Plumas County and the Dependent Special Districts therein for Fiscal Year 2025-2026, in accordance with Government Code §29064; General Fund Impact; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

**Background and Discussion:**

The preliminary recommended budget has been modified as the result of meeting with departments in order to constitute the Preliminary Budget for FY 2025-2026 for Plumas County and those Special Districts governed by the Board of Supervisors.

For those members of the public who wish to review the budget book, please use the link below.

[https://stories.opengov.com/countyofplumasaca/dc54c600-427c-45a8-983e-de3224724ed5/published/rPS\\_Q0tYI?currentPageId=TOC](https://stories.opengov.com/countyofplumasaca/dc54c600-427c-45a8-983e-de3224724ed5/published/rPS_Q0tYI?currentPageId=TOC)

**Action:**

Adopt **RESOLUTION** adopting the FY 2025-2026 Preliminary Recommended Budget for Plumas County and the Dependent Special Districts therein for Fiscal Year 2025-2026, in accordance with Government Code §29064; General Fund Impact; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

**Fiscal Impact:**

General Fund Impact.

**Attachments:**

1. 6058 ADMINISTRATIVE BUDGETARY CONTROLS FINAL
2. Plumas County All Funds Summary FY 2025-26
3. Plumas County Obligated Fund Balances - By Governmental Funds FY 2025-26
4. Plumas County Capital Assets Fy 2025-26
5. 6058 FINAL

**ADMINISTRATIVE AND BUDGETARY CONTROLS CONSISTENT WITH  
GOVERNMENT CODE SECTIONS 29092 AND 29125,  
DURING FISCAL YEAR 2025-2026**

Consistent with Government Code Section 29092, the Board of Supervisors adopts these Administrative and Budgetary Controls for the administration of the Plumas County 2025-2026 Budget.

**County Owned Personal Property**

Sole authority for the disposition, lease, sale, or trade-in of all County-owned personal property shall rest with the Purchasing Agent or the Board of Supervisors, within the delegated authority, consistent with Government Code Section 25504 and Plumas County Code 3-1.19

**Contracts and Leases**

A County Department Head may approve contracts for which an appropriation is budgeted, not exceeding five thousand dollars (\$5,000) in value, subject to approval by County Counsel

**Budget Transfers**

The Auditor/Controller has authority to approve transfers and revisions of appropriations within a budget unit if overall appropriations of the budget unit are not increased. Provided, however, no budget transfers in amounts greater than \$5,000 shall be allowed to, from or within Salaries and Benefits (all 51XXX series accounts) and Fixed Assets (all 54XXX series accounts) without prior approval of the Board of Supervisors.

**Critical Staffing**

The filling of all positions vacated during the 2025-2026 fiscal year shall be approved by the Board of Supervisors and supported by the Critical Staffing Questionnaire and current Department Organizational Chart when it results in a general fund impact.

**Mid-Year Budget Review**

The Auditor/Controller shall provide the Board of Supervisors a mid-year budget report in the month of February.

**Department Head and Auditor/Controller Responsibility**

Department Heads shall insure that no expenditure is made or obligation incurred in excess of the specific budget appropriation approved by the Board of Supervisors. Any expenditure or obligation incurred, in excess of the specific budget appropriation, shall be the personal obligation of the Department Head authorizing the expenditure or obligation. The Auditor/Controller shall issue no warrants unless specifically approved by the Board of Supervisors or the County Purchasing Agent, within the delegated authority.

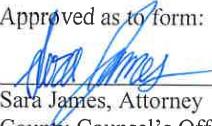
**Policies**

Department Heads and County employees are referred to existing County policies as provided in the County Policy Manual.

**Departmental Reorganization/Reclassification**

Pursuant to Government Code §29124 of the County Budget Guide, while operating under a recommended budget, any requests for departmental reorganization/reclassifications shall be deferred following adoption of the fiscal year budget.

Approved as to form:

  
Sara James, Attorney  
County Counsel's Office

**EXHIBIT B**

State Controller Schedule  
County Budget Act

Plumas County  
All Funds Summary  
Fiscal Year 2025-26

Schedule 1  
Page 1.1

Fund Name	Total Financing Sources					Total Financing Uses		
	Fund Balance Available	Decreases to Available	Additional Obligated	Total Financing Sources	Financing Increases	Obligated	Total Financing Sources	Financing Uses
June 30, 2025	June 30, 2025	Fund Balances	Ending Source	Financing Uses	Fund Balances	Financing Uses	Fund Balances	Financing Uses
<b>Governmental Funds</b>								
General Fund	266,484	9,206,553	45,290,279	54,763,316	53,446,792	1,316,524	54,763,316	
Special Revenue Funds	(14,881)	9,486,408	80,932,333	90,403,860	86,231,402	4,172,458	90,403,860	
Capital Projects Funds	0	387,464	41,000	428,464	428,464	0	428,464	
Debt Service Funds	0	9,558,194	3,306,616	12,864,810	12,864,810	0	12,864,810	
<b>Total Governmental Funds</b>	<b>251,603</b>	<b>28,638,619</b>	<b>129,570,228</b>	<b>158,460,450</b>	<b>152,971,468</b>	<b>5,488,982</b>	<b>158,460,450</b>	
<b>Other Funds</b>								
Enterprise	0	468,067	3,925,302	4,393,369	4,393,369	0	4,393,369	
Internal Service	0	0	3,350,309	3,350,309	3,350,309	0	3,350,309	
Special District	0	328,340	2,025,911	2,354,251	2,354,251	0	2,354,251	
<b>Total Other Funds</b>	<b>0</b>	<b>796,407</b>	<b>9,301,522</b>	<b>10,097,929</b>	<b>10,097,929</b>	<b>0</b>	<b>10,097,929</b>	
<b>Total All Funds</b>	<b>251,603</b>	<b>29,435,026</b>	<b>138,871,750</b>	<b>168,558,379</b>	<b>163,069,397</b>	<b>5,488,982</b>	<b>168,558,379</b>	

State Controller Schedule  
County Budget Act

Plumas County  
Obligated Fund Balances - By Govermental Funds  
Fiscal Year 2025-26

Schedule 4  
Page 4.1

Fund Name and Fund Balance Descriptions		June 30, 2025	Obligated Fund Balance	Recommended	Adopted by the Board of Supervisors	Increases or Creations	Adopted by the Board of Supervisors	Total Obligated for the Budget Year
1	2	3	4	5	6	7	8	9
<b>General Fund</b>								
0001 GENERAL								
	NonSpendable	60,162	0	0	0	0	60,162	
	Committed	6,250,662	6,250,662	6,250,662	0	0	0	0
	Assigned	6,926,865	1,832,875	1,832,875	0	0	5,093,990	
	<b>Total 0001 GENERAL</b>	<b>13,237,689</b>	<b>8,083,537</b>	<b>8,083,537</b>	<b>0</b>	<b>0</b>	<b>5,154,152</b>	
<b>GENERAL SUBFUNDS</b>								
	NonSpendable	1,390	0	0	0	0	1,390	
	Assigned	7,282,497	1,123,016	1,123,016	1,316,524	1,316,524	7,476,005	
	<b>Total GENERAL SUBFUNDS</b>	<b>7,283,887</b>	<b>1,123,016</b>	<b>1,123,016</b>	<b>1,316,524</b>	<b>1,316,524</b>	<b>7,477,395</b>	
	<b>Total General Fund</b>	<b>20,521,576</b>	<b>9,206,553</b>	<b>9,206,553</b>	<b>1,316,524</b>	<b>1,316,524</b>	<b>12,631,547</b>	
<b>Special Revenue Funds</b>								
0002 ROAD								
	NonSpendable	285,680	0	0	0	0	285,680	
	Restricted	5,922,990	2,899,259	2,899,259	0	0	3,023,731	
	<b>Total 0002 ROAD</b>	<b>5,922,990</b>	<b>2,899,259</b>	<b>2,899,259</b>	<b>0</b>	<b>0</b>	<b>3,023,731</b>	
0003 FISH AND GAME								
	Restricted	404,677	9,703	9,703	0	0	394,974	
	<b>Total 0003 FISH AND GAME</b>	<b>404,677</b>	<b>9,703</b>	<b>9,703</b>	<b>0</b>	<b>0</b>	<b>394,974</b>	
0004 CHILD ABUSE PREVENTION								
	Restricted	178,954	30,146	30,146	0	0	148,808	
	<b>Total 0004 CHILD ABUSE PREVENTION</b>	<b>178,954</b>	<b>30,146</b>	<b>30,146</b>	<b>0</b>	<b>0</b>	<b>148,808</b>	
0005 COUNTY FAIR								
	NonSpendable	2,304	0	0	0	0	2,304	
	Restricted	0	0	0	236,743	236,743	236,743	
	<b>Total 0005 COUNTY FAIR</b>	<b>2,304</b>	<b>0</b>	<b>0</b>	<b>236,743</b>	<b>236,743</b>	<b>236,743</b>	
0009 AUD- CO LOCAL REV 2011								
	Restricted	5,295,620	0	0	0	0	5,295,620	
	<b>Total 0009 AUD- CO LOCAL REV 2011</b>	<b>5,295,620</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,295,620</b>	
0011 TITLE III								
	Restricted	1,383,394	0	0	0	0	1,383,394	
	<b>Total 0011 TITLE III</b>	<b>1,383,394</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,383,394</b>	
0013 DEPT. SOCIAL SERVICES								
	Restricted	207,270	0	0	1,608,471	1,608,471	1,815,741	
	<b>Total 0013 DEPT. SOCIAL SERVICES</b>	<b>207,270</b>	<b>0</b>	<b>0</b>	<b>1,608,471</b>	<b>1,608,471</b>	<b>1,815,741</b>	
00130013P REALIGN - PROT SERVICES								
	Restricted	10,779,357	0	0	720,000	720,000	11,499,357	
	<b>Total 00130013P REALIGN - PROT SERVICES</b>	<b>10,779,357</b>	<b>0</b>	<b>0</b>	<b>720,000</b>	<b>720,000</b>	<b>11,499,357</b>	
00130013R SS - REALIGNMENT								
	Restricted	11,819,433	0	0	1,160,000	1,160,000	12,979,433	

State Controller Schedule  
County Budget Act

Plumas County  
Obligated Fund Balances - By Governmental Funds  
Fiscal Year 2025-26

Schedule 4  
Page 4.2

Fund Name and Fund Balance Descriptions	Obligated Fund Balance June 30, 2025	Decreases or Cancellations		Increases or Creations		Total Obligated for the Fund Balances
		Recommended	Adopted by the Board of Supervisors	Recommended	Adopted by the Board of Supervisors	
1	2	3	4	5	6	7
<b>Special Revenue Funds (continued)</b>						
0014 MENTAL HEALTH						
00140014A MENTAL HLTH MHSA	Restricted	2,384,760	1,642,342	1,642,342	0	0
00140014B MENTAL HLTH BEHAVIORAL HL	Restricted	2,957,256	1,163,826	1,163,826	0	0
00140014C CAL-WORKS M.H. & A.D.	Restricted	(25,544)	0	0	0	(25,544)
00140014H SIERRA HOUSE BOARD & CARE	Restricted	(31,083)	0	0	0	(31,083)
00140014S SAMHSA	Restricted	(18,968)	3,647	3,647	0	(22,615)
00140014W WRAP AROUND	Restricted	(72,211)	53,214	53,214	0	(125,425)
0015 PUBLIC HEALTH	Restricted	7,961	39	39	0	7,922
00150015E E.M.S.	Restricted	3,549,243	639,862	639,862	0	2,909,381
00150015P PUBLIC HLTH EMRG PREPAR	Restricted	14,917	0	0	7,891	7,891
00150015V HEALTH VITAL STATISTICS	Restricted	(88,702)	0	0	19,247	19,247
0016 ALCOHOL & DRUG	Restricted	11,161	2,152	2,152	0	9,009
00160016A A&D PROP 36	Restricted	403,712	595,905	595,905	0	0
00170017C SHERIFF CIVIL OPERATIONS	Restricted	4,044	0	0	0	4,044
00170017F SHRFF -ASSET FORFEITR EDU	Restricted	10,333	9,944	9,944	0	0
		9,478	9,470	9,470	0	8

State Controller Schedule  
County Budget Act

Plumas County  
Obligated Fund Balances - By Governmental Funds  
Fiscal Year 2025-26

Schedule 4  
Page 4.3

Fund Name and Fund Balance Descriptions	Fund Balance June 30, 2025	Obligated		Decreases or Cancellations		Increases or Creations		Total Obligated	
		Recommended	Supervisors	Adopted by the Board of Supervisors	Adopted by the Board of Supervisors	for the Fund Balances	Budget Year		
1	2	3	4	5	6	7			
<b>Special Revenue Funds (continued)</b>									
00170017G SHERIFF -GRANTS									
00170017I INMATE WELFARE FUND	NonSpendable Restricted	38,962 1,427,129	0 180,022	0 180,022	0 0	0 0	0 0	38,962 1,247,107	
00170017N NARCOTICS FUND	Restricted	83,638	61,765	61,765	0	0	0	21,873	
0018 DA - ADULT DRUG COURT	Restricted	66,735	59,059	59,059	0	0	0	7,676	
0019 CARES ACT - COVID19	Restricted	(13,940)	0	0	0	0	0	(13,940)	
0021 ARPA 2021	Restricted	70,538	0	0	0	0	0	70,538	
0022 DISASTER RESPONSE FUND	Restricted	1,075,782	0	0	0	0	0	1,075,782	
0023 DISASTR RECOP OP CNTR DROC	Restricted	261,745 (908)	0 626	0 626	0 0	0 0	0 0	261,745 (1,534)	
0025 COUNTY LOCAL REV AB109	Restricted	1,204,876	99,832	99,832	0	0	0	1,105,044	
0026 LOCAL ASSISTANCE & TCF	Restricted	5,330,054	0	0	0	0	0	5,330,054	
0035 CHILD SUPPORT	Restricted	473,858	0	0	55,596	55,596	529,454		
0037 DNA PENALTY (PROP 69)	Restricted	17,499	25,946	25,946	0	0	0	(8,447)	
0046 PROB GRANT DEPT(S)	NonSpendable Restricted	1,125 1,389,486	0 0	0 0	0 63,532	0 63,532	0 1,453,018	1,125 21,182	
00460046C CRIMINAL LAB PENALTY	Restricted	21,182	0	0	0	0	0	21,182	
00460046D PROB-DIV JUV	Restricted	1,066,693	530,000	530,000	0	0	0	536,693	

State Controller Schedule  
County Budget Act

Plumas County  
Obligated Fund Balances - By Governmental Funds  
Fiscal Year 2025-26

Schedule 4  
Page 4.4

Fund Name and Fund Balance Descriptions	Fund Balance June 30, 2025	Decreases or Cancellations		Increases or Creations		Total Obligated for the Fund Balances
		Obligated Adopted by the Board of Supervisors	Recommended Adopted by the Board of Supervisors	Recommended Adopted by the Board of Supervisors	Budget Year	
1	2	3	4	5	6	7
<b>Special Revenue Funds (continued)</b>						
00460046P PROB-PRETRIAL						
00460046R PROB-ADULT HIGH RISK	Restricted	102,149	121,151	121,151	0	0 (19,002)
	NonSpendable	948	0	0	0	948
	Restricted	1,078,982	462,123	462,123	0	616,859
0047 PLAN - DWR DACTI	Restricted	19	0	0	0	19
0048 Plan Prop 1 IRWM	Restricted	18,204	2,753	2,753	0	15,451
0049 PLAN GRANT-DWR/SGM	Restricted	171	0	0	0	171
0050 PLAN GRANT - SB2	Restricted	(90)	0	0	0	(55,437)
0052 PLAN - HHAP GRANT	Restricted	12,600	68,037	68,037	0	70,985
0053 TOBACCO SETTLEMENT FUND	Restricted	602,401	0	0	1,169	603,570
0054 OPIOID SETTLEMENT FUND	Restricted	1,929,414	0	0	0	1,929,414
005400543 DISTRIBUTOR-ABATEMENT	Restricted	68,667	0	0	0	68,667
005400544 JANSEN-SUBDIVISION	Restricted	26,368	0	0	0	26,368
005400545 JANSEN-ABATEMENT	Restricted	113,861	0	0	0	113,861
0055 PG&E SETTLEMENT	Restricted	11,132,810	0	0	0	11,132,810
0056 DIXIE FIRE INSURANCE	Restricted	1,838,672	0	0	0	1,838,672
005600561 DIXIE-TRIDENL	Restricted	2,652,998	0	0	0	2,652,998

State Controller Schedule  
County Budget Act

Plumas County  
Obligated Fund Balances - By Governmental Funds  
Fiscal Year 2025-26

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Fund Name and Fund Balance Descriptions	Obligated Fund Balance June 30, 2025	Decreases or Cancellations		Increases or Creations		Total Obligated Fund Balances for the Budget Year
		Recommended	Adopted by the Board of Supervisors	Recommended	Adopted by the Board of Supervisors	
1	2	3	4	5	6	7
<b>Special Revenue Funds (continued)</b>						
0057 SW GRANTS (PW)	Restricted	34,378	9,863	9,863	0	0
0058 CDBG CARES ACT CV-2-3	Restricted	782	1	1	0	0
0059 CDBG ANNUAL ED	Restricted	(228,698)	0	0	38,734	38,734
0062 RECORDERS FUND	Restricted	58,956	108,407	108,407	0	(189,964)
00620062M RECORDER MICROGRAPHICS	Restricted	167,494	99,939	99,939	0	(49,451)
00620062O RECORDER'S OFFICE MODERN	Restricted	195,796	195,633	195,633	0	67,555
0063 ANIMAL CONT. SPAY/NEUTER	Restricted	32,073	22,077	22,077	0	163
0064 DOMESTIC VIOL ASSISTANCE	Restricted	11,811	11,173	11,173	0	9,996
0065 ERDS	Restricted	55,529	15,517	15,517	0	638
0067 HAVA - ELECTIONS	Restricted	49,344	41,962	41,962	0	40,012
0070 PCCDC PILT CDBG	Restricted	6,748	0	0	0	7,382
00D1 ASSET FORFEITURE	Restricted	18,493	500	500	0	6,748
00D2 ENVIRONMENTAL SETTLEMENT	Restricted	668,622	0	0	190,000	858,622
0308 DA-RE-ENTRY PROGRAM	Restricted	26,319	284,103	284,103	0	(257,784)
0309 DA Alt Sentencing	Restricted	53,119	26,410	26,410	0	26,709
<b>Total Special Revenue Funds</b>	<b>78,639,430</b>	<b>9,486,408</b>	<b>9,486,408</b>	<b>4,172,458</b>	<b>4,172,458</b>	<b>73,325,480</b>
<b>Capital Projects Funds</b>						

State Controller Schedule  
County Budget Act

Plumas County  
Obligated Fund Balances - By Govermental Funds  
Fiscal Year 2025-26

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Fund Name and Fund Balance Descriptions	Fund Balance June 30, 2025	Decreases or Cancellations		Increases or Creations		Total Obligated Fund Balances for the Budget Year
		Obligated Adopted by the Board of Supervisors	Recommended Adopted by the Board of Supervisors	Recommended Adopted by the Board of Supervisors	Budget Year	
<b>Capital Projects Funds (continued)</b>						
0093 CRIMINAL JUS. CONST. FUND						
<b>Debt Service Funds</b>						
0096 CAPITAL IMPROVEMENTS	Restricted	431,956	387,464	387,464	0	44,492
<b>Total Capital Projects Funds</b>		<b>431,956</b>	<b>387,464</b>	<b>387,464</b>	<b>0</b>	<b>44,492</b>
00960096E CAPITAL IMP ENERGY	Restricted	(590,150)	0	0	0	(590,150)
00960096J CAPITAL IMP JAIL	Restricted	2,011,651	7,500,000	7,500,000	0	(5,488,349)
<b>Total Debt Service Funds</b>		<b>886,689</b>	<b>2,058,194</b>	<b>2,058,194</b>	<b>0</b>	<b>(1,171,505)</b>
						<b>(7,250,004)</b>

# CAPITAL ASSETS

**FY 2025-2026**

Budget Unit	Asset Type	Item Description	Preliminary Amount Requested 2025/26
Auditor-Controller - 20040	Equipment	Software	\$50,000.00
Behavioral Health - 70571	Equipment	Vehicle	\$180,000.00
Clerk-Recorder - 20100	Equipment	Election Equipment	\$121,371.00

Clerk-Recorder - 20559	Equipment	Election Equipment	\$30,000.00
Clerk-Recorder - 22281	Equipment	Computer Hardware	\$4,000.00
Clerk-Recorder - 22411	Equipment	Equipment	\$20,000.00
Clerk-Recorder - 22411	Equipment	Computer Hardware	\$20,000.00
Cooperative Extension - 20680	Equipment	Vehicle	\$48,500.00
County Counsel - 20080	Equipment	Software	\$3,000.00
County Counsel - 20080	Equipment	Computer Hardware	\$10,000.00
Facility Services - 20120	Improvem ents	Paint Sheriff's Office Exterior	\$25,000.00
Facility Services - 20120	Improvem ents	Paint Animal Control Center Exterior	\$22,000.00
Facility Services - 20120	Improvem ents	Annex Fire Sprinklers - Phase 4	\$130,000.00
Facility Services - 20120	Improvem ents	Courthouse Reroof	\$150,000.00
Facility Services - 20142	Improvem ents	HVAC Leaseback Lease	\$1,500,000.00
Facility Services - 20143	Improvem ents	Solar and Other Equipment Lease	\$6,000,000.00
Facility Services - 20891	Equipment	Equipment Replacement	\$20,000.00
Facility Services - 20892	Improvem ents	Beacon Tower Quincy Construction	\$270,000.00
Facility Services - 20892	Improvem ents	ALP Quincy	\$273,000.00

Facility Services - 20892	Improvements	Perimeter Fence Quincy	\$20,000.00
Facility Services - 20892	Improvements	ALP Rogers	\$272,000.00
Facility Services - 20892	Improvements	Fuel Farm Chester	\$78,000.00
Facility Services - 20892	Improvements	Reseal Taxiway/Apron Chester	\$4,000.00
Facility Services - 20892	Improvements	Reseal - Beckwourth	\$30,000.00
Facility Services - 20892	Improvements	Beckwourth Airport Reseal Const	\$238,672.00
Facility Services - 20892	Improvements	Chester-Planning	\$43,530.00
Facility Services - 20892	Improvements	Quincy Planning	\$37,630.00
Facility Services - 20892	Improvements	Beckwourth-Planning	\$44,440.00
Information Technology - 20220	Improvements	Remodel	\$25,000.00
Probation - 20409	Equipment	Vehicle	\$50,000.00
Public Health - 70560	Equipment	Vehicle	\$60,000.00
Public Works - 20521	Improvements	Fuel pumps for the Graeagle and Beckwourth maintenance yards	\$143,000.00
Public Works - 20521	Equipment	PW Industrial Equipment	\$1,064,000.00
Public Works - 20579	Improvements	Quincy Transfer Site - Recycle	\$30,000.00
Public Works - 20579	Improvements	Graeagle Transfer Site - Recycle	\$31,000.00

Sheriff - 20141	Improvements	Professional Services and Office Furniture/Equipment	\$1,535,263.00
District Attorney - 70301	Equipment Vehicle 4x4		\$60,000.00
Sheriff - 70331	Equipment Equipment		\$5,900.00
Sheriff - 70331	Equipment Generator		\$45,000.00
Social Services - 70590	Equipment Vehicle 4x4		\$150,000.00
Treasurer-Tax Collector - 20050	Equipment Software		\$52,260.00
	<b>TOTALS</b>		<b>\$12,896,566.00</b>

**RESOLUTION NO. 25 - \_\_\_\_\_**

**A RESOLUTION ADOPTING THE PRELIMINARY RECOMMENDED BUDGET FOR PLUMAS COUNTY AND THE DEPENDENT SPECIAL DISTRICTS THEREIN FOR FISCAL YEAR 2025-2026, IN ACCORDANCE WITH GOVERNMENT CODE §29064**

**WHEREAS**, the Preliminary Recommended Budget for FY 2025-2026, pursuant to Government Code section 29064(a), for Plumas County was prepared and distributed according to law, and a copy of the Preliminary Recommended Budget is on file with the Clerk of the Board; and

**WHEREAS**, the Board of Supervisors now seeks to adopt the Preliminary Recommended Budget in accordance with Government Code §29000 et. seq., and adopt preliminary recommended budgets for Special Districts for which the Board of Supervisors is the governing board.

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

1. The preliminary recommended budget has been modified as the result of meetings with departments in order to constitute the Preliminary Recommended Budget for FY 2025-2026 for Plumas County and those Special Districts governed by the Board of Supervisors.
2. A copy of the Preliminary Recommended Budget shall be filed with the Clerk of the Board.
3. All Capital Improvement Projects and Fixed Asset Purchases in the General Fund are frozen unless listed in the Plumas County Capital Assets FY2025-2026 Preliminary Budget schedule until final adoption of the FY 2025-2026 Budget or until individually approved by the Board of Supervisors.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a special meeting of said Board held on the 30<sup>th</sup> day of June 2025 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

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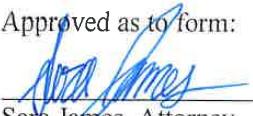
Kevin Goss, Chair

**ATTEST:**

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Clerk of the Board

Approved as to form:

  
Sara James, Attorney  
County Counsel's Office



**PLUMAS COUNTY  
BOARD OF SUPERVISORS  
MEMORANDUM**

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

**FROM:** Mimi Hall, Supervisor - District 4, Vice-Chair  
Zachary Gately, Grant Manager

**MEETING DATE:** June 30, 2025

**SUBJECT:** Receive a presentation on Plumas County Strategic Planning; discussion, staff direction, and/or possible action.

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**Recommendation:**

Receive a presentation on Plumas County Strategic Planning; discussion, staff direction, and/or possible action.

**Background and Discussion:**

A county strategic plan is a long-term roadmap that guides a county's operations and resource allocation over several years. It outlines the county's vision, mission, values, and strategic outcomes, translating them into concrete goals and measurable objectives. It facilitates a process for Continuous Process Improvement, as it is a living document to track progress, measure success, and course correct if needed. Essentially, it's a comprehensive plan that sets priorities, focuses energy, strengthens operations, and ensures accountability for achieving desired results.

Plumas County does not have a County organizational strategic plan in place. Some departments or programs are required to have a lower-level strategic plan in place for funding or other partnerships; However, there is no overarching organizational strategic plan for the County as an organization. A strategic plan is important, as it:

- Creates transparency and accountability
- Engages staff and the community in innovation and assuring efficient and effective government
- Maximizes limited resources by focusing on shared priorities
- Connects policy with operations and implementation

It is recommended the Board provide direction to staff to begin work on a high-level organizational strategic plan to align with the current budget cycle with a plan presented at the adoption of the Fiscal Year 25-26 budget, using the next three months to collect and analyze data, hold workshops, and finalize plan. For the completion of this project, the following guiding principles will be used:

- Visible and meaningful community and staff engagement at all levels
- Align with current internal and external Strategic Planning efforts
- Distinguish from other plans in its purpose as an ***organizational*** Strategic Plan for the roles and responsibilities of the County as a local government entity (versus the county as a geographic area)
- Will be used to help guide operational and financial planning

This initial Plumas County Organizational Strategic Plan will lay the groundwork for continued updates, focus on the work of Plumas County, and create a mechanism for Continuous Process Improvement.

**Action:**

Receive a presentation on Plumas County Strategic Planning; discussion, staff direction, and/or possible action.

**Fiscal Impact:**

General Fund Impact as budgeted in the preliminary FY25-26 Budget.

**Attachments:**

1. 20250630 Special BOS meeting presentation strat plan

# County of Plumas

# Organizational Strategic Plan

Plumas County Board of Supervisors Special Meeting  
June 30, 2025



Zachary Gately, MPH  
Grant Manager  
County Administrative Office  
[zacharygately@countyofplumas.com](mailto:zacharygately@countyofplumas.com)

# What is Strategic Planning and Why Does it Matter?

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## What is it?

- A community and staff informed roadmap to guide County organizational priorities and operations
- A process for Continuous Process Improvement
- A living document to track progress, measure success, and course correct if needed



## Why does it matter?

- Creates transparency and accountability
- Engages staff and community in innovation and assuring efficient and effective government
- Maximizes limited resources by focusing them on shared priorities
- Connects Policy with Operations and Implementation

# Why Now?

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- General Plan is not specific enough
- Dept/program level plans are not broad enough
- Keep on cycle with the County's annual budget cycle
- Maximizes limited resources by focusing them on shared priorities

Vision, goals, and mission must drive priorities and funding, not the other way around

With so many competing priorities, it's important to reiterate shared vision at every opportunity



# Changing the Narrative:

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## From:

- Working and communicating within Department and funding silos
- Relying on general fund
- Counting widgets
- Relying on historical processes and partners “We have always done it this way”
- Top-Down leadership driven decisions

## To:

- Working across divisions, departments, and community partners towards shared systemic outcomes
- Relying on innovation, diversifying resources and partnership
- Counting outcomes
- Engaging all staff and stakeholders in shared solutions and accountability
- Staff and the community engaged in strategic priority setting, informing decisions from the ground up



# Guiding Principles

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- Visible and meaningful community and staff engagement at all levels
- Align with current internal and external Strategic Planning efforts
- Distinguish from other plans in its purpose as an ***organizational*** Strategic Plan for the roles and responsibilities of the County as a local government entity (versus the county as a geographic area)
- Will be used to help guide operational and financial planning



# Proposed Schedule

Benchmarks	Timeline
Meetings with staff on Setting the Stage, Creating a Framework, schedule community input	July
Mission, Vision, Values Workshops and survey to finalize statements	July
Focus Groups and Workshops (virtual and in-person)	August
Strategic Framework developed and finalized	August
Apply Strategic Framework to 2025-2026 Department Strategic Goals and Objectives	August-September
Provide monthly updates at the 3 <sup>rd</sup> board meeting of each month during this process	July, August, September
Final Strategic Plan presented at the Special Meeting to adopt the Fiscal Year 25-26 Budget	September 30

