



## **BOARD OF SUPERVISORS**

Michael Sanchez, Chair 1<sup>st</sup> District  
Kevin Goss, Vice Chair 2<sup>nd</sup> District  
Sharon Thrall, 3<sup>rd</sup> District  
Lori Simpson, 4<sup>th</sup> District  
Jeff Engel, 5<sup>th</sup> District

**AGENDA FOR REGULAR MEETING OF APRIL 16, 2019 TO BE HELD AT 10:00 A.M.  
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, 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.

## **STANDING ORDERS**

10:00 A.M. **CALL TO ORDER/ROLL CALL**

### **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. 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) FACILITY SERVICES/AIRPORTS**

- 1) Approve and authorize the Chair to sign contract, not to exceed \$16,200, between County of Plumas and All Weather, Inc. for inspection, maintenance and repair of 3 Automated Weather Observation Systems (AWOS) (one at each airport); approved as to form by County Counsel **View Item**
- 2) Approve and authorize the Chair to sign contract amendment between County of Plumas and Bob's Janitorial Service increasing the contract value from \$58,800 to \$61,250 for courthouse janitorial service; approved as to form by County Counsel **View Item**

#### **B) ENVIRONMENTAL HEALTH**

Adopt **RESOLUTION** authorizing Annual Submittal of the Solid Waste Local Enforcement Agency (LEA) Grant for FY 2019-2020 and authorize the Director of Environmental Health to sign various assurances; approved as to form by County Counsel **View Item**

#### **C) SOCIAL SERVICES**

- 1) Approve lease agreement between County of Plumas and Pitney-Bowes Global Financial Services for sixty-month lease of postage/ mailing machine (\$366.96 per month); and authorize the Director of Social Services to sign the agreement; approved as to form by County Counsel **View Item**
- 2) Authorize the Department of Social Services to recruit and fill vacant, funded and allocated 1.0 FTE Eligibility Specialist I/II/III, created by promotion **View Item**
- 3) Authorize the Department of Social Services to recruit and fill vacant, funded and allocated 1.0 FTE Staff Services Analyst position, created by resignation **View Item**
- 4) Authorize the Department of Social Services to recruit and fill vacant, funded and allocated 1.0 FTE Social Worker I/II/III position in the Child Protective Services program, created by promotion **View Item**

**D) ELECTIONS**

Certify election results for the State Senate District 1 Primary Election held on March 26, 2019

[View Item](#)

**E) PUBLIC WORKS**

Approve and authorize the Director of Public Works to sign Amendment No. 9-A to Professional Services Agreement, not to exceed \$61,390, between County of Plumas and Bender Rosenthal, Inc. for property acquisition services for the relocation of the Quincy maintenance yard; approved as to form by County Counsel [View Item](#)

**F) BEHAVIORAL HEALTH**

Adopt **RESOLUTION** authorizing Plumas County to Participate in the One-Time Medication Assisted Treatment Expansion Project Funding Opportunity Available as a Result of the State Targeted Response to the Opioid Crisis authorized by Section 1003 of the 21<sup>st</sup> Century Cures Act, Funding Opportunity TI-17-014 [View Item](#)

**2. BOARD OF SUPERVISORS**

Presentation of *Certificate of Appreciation and Recognition* of James “Jimmy” LaPlante, Veterans Services Officer thanking him for his years of service to the citizens of Plumas County, and wishing him a well-deserved retirement

**SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS**

The Board of Supervisors sits as the Governing Board for various special districts and county service areas in Plumas County including Dixie Valley Community Services District; Walker Ranch Community Services District; Plumas County Flood Control and Water Conservation District; Quincy Lighting District; Crescent Mills Lighting District; County Service Area #12.

**Convene as the Walker Ranch Community Services District Governing Board**

**3. WALKER RANCH COMMUNITY SERVICES DISTRICT – Robert Perreault**

- A. Approve refund of \$580.79 to Bryce Ruschhaupt, APN 103-080-017, for water service activation fee located at 15 River Drive, Walker Ranch CSD; discussion and possible action [View Item](#)

**Adjourn as Walker Ranch Community Services District Governing Board and reconvene as the Board of Supervisors**

**4. DEPARTMENTAL MATTERS**

**A) SHERIFF – Greg Hagwood**

- 1) Office of Emergency Services: Report and update on accomplishments of the Plumas County Fire Prevention Specialist [View Item](#)
- 2) Adopt **PROCLAMATION** Proclaiming the Month of May 2019 as Wildfire Awareness Month; discussion and possible action [View Item](#)

**B) PUBLIC WORKS – Robert Perreault**

- 1) Adopt **RESOLUTION** approving List of Projects Funded by SB 1: The Road Repair and Accountability Act for FY 2019-2020, as presented and recommended. **Roll call vote** [View Item](#)
- 2) Abolish the 25% Contribution to County Lighting Districts by the Department of Public Works, effective for FY 2019-2020; discussion and possible action [View Item](#)

## **5. BOARD OF SUPERVISORS**

- A. **10:15 A.M. PUBLIC HEARING:** Pursuant to Ordinance No. 16-1100 regarding “Outdoor Festivals”, consider application received for outdoor music festival(s) events to be held in Belden Town, CA:
  - **Priceless Music Festival – July 4<sup>th</sup> through July 7<sup>th</sup>, 2019** **View Item**
- B. Approve amendment to the Behavioral Health Commission Bylaws reducing the number of commissioners from thirteen (13) to seven (7) as recommended; discussion and possible action **View Item**
- C. Correspondence
- D. 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. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code Section 54956.9 (one case)
- B. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- C. 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

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

## **ADJOURNMENT**

Adjourn meeting to Tuesday, May 7, 2019, Board of Supervisors Room 308, Courthouse, Quincy, California.



Kevin Correira  
Director

## County of Plumas Facility Services

198 Andy's Way  
Quincy CA 95971



Phone: 530-283-6299  
Fax: 530-283-6103

DATE: April 16, 2019

TO: Honorable Board of Supervisors

FROM: Kevin Correira – Facility Services Director

SUBJECT: Request to approve and authorize Chair Sanchez to sign a contract between Facility Services & Airports and All Weather, Inc.

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### **Recommendation**

Approve and authorize Chair Sanchez to sign a contract between the Facility Services & Airports and All Weather, Inc.

### **Background and Discussion**

All Weather, Inc. provides regular inspections, maintenance, repair, and emergency repair for Plumas County's 3 Automated Weather Observation Systems (AWOS); one at each airport. Having an AWOS at each airport that is regularly maintained and updated is an FAA regulation; contract not to exceed \$22,000.

A copy of the contract is on file with the Clerk of the Board.



Kevin Correira  
Director

## County of Plumas Facility Services

198 Andy's Way  
Quincy CA 95971



Phone: 530-283-6299  
Fax: 530-283-6103

1A2

DATE: April 16, 2019

TO: Honorable Board of Supervisors

FROM: Kevin Correira – Facility Services Director

SUBJECT: Request to approve and authorize Chair Sanchez to sign a contract amendment between Facility Services & Bob's Janitorial Service.

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### **Recommendation**

Approve and authorize Chair Sanchez to sign a contract amendment between the Facility Services & Bob's Janitorial Service.

### **Background and Discussion**

Bob's Janitorial Service began providing custodial services in the middle of the month of September 2018 due to the termination of Miller Cleaning Services. When the contract value for Bob's Janitorial Service was figured, the additional 15 days of the contract was inadvertently not taken into consideration. Therefore, this amendment will increase the contract value by \$2,450 to accommodate the additional 15 days increasing the contract value from \$58,800 to \$61,250.

A copy of the contract is on file with the Clerk of the Board.





# Plumas County Environmental Health

270 County Hospital Rd., Ste 127, Quincy CA 95971  
Phone 530-283-6355 ~ FAX 530-283-6241

1B

**Date:** March 22, 2019  
**To:** Honorable Board of Supervisors  
**From:** Jerry Sipe, Environmental Health  
**Agenda:** Consent Agenda Item for April 16, 2019

**Item Description/Recommendation:** Approve a Resolution authorizing annual submittal of the solid waste Local Enforcement Agency (LEA) Grant for FY 2019-20, and authorize the Director of Environmental Health to sign various assurances as the Board's designee.

**Background Information:** As the Board is aware, Environmental Health is the designated Local Enforcement Agency (LEA) for the county's solid waste program, providing solid waste facilities permit and inspection services. To help off-set costs for this state-mandated local enforcement program, the California Department of Resources, Recycling and Recovery (CalRecycle) provides grant funds to local jurisdictions. It is time to submit the Plumas County application for FY 2019-20 funding. It is anticipated that approximately \$17,000 will be available to Plumas County next fiscal year.

At this time, the Board is asked to approve a Resolution authorizing submittal of an application to CalRecycle for the Local Enforcement Agency Grant for FY 2019-20, and authorize the Environmental Health Director to sign various assurances as the Board's designee. A copy of the Resolution, approved to form by County Counsel, is attached. If you have any questions, please contact me at 283-6367.

Thank you.

enclosure

Resolution Number \_\_\_\_\_

CALIFORNIA DEPARTMENT OF RESOURCES, RECYCLING AND RECOVERY  
LOCAL ENFORCEMENT AGENCY GRANT APPLICATION

**RESOLUTION AUTHORIZING  
LOCAL ENFORCEMENT AGENCY GRANT APPLICATION**

**WHEREAS,** Public Resources Code Sections 40000 et seq. authorizes the California Department of Resources, Recycling and Recovery (Cal Recycle) to administer grant funds to support the Local Solid Waste Enforcement program; and

**WHEREAS,** Environmental Health is the state-certified Local Enforcement Agency for solid waste in Plumas County; and

**WHEREAS,** Cal Recycle grant application procedures require, among other things, an applicant's governing body to declare by Resolution certain authorizations related to the administration of Cal Recycle grants,

**NOW, THEREFORE, BE IT RESOLVED** that the Plumas County Board of Supervisors authorizes the submittal of an application to the California Department of Resources, Recycling and Recovery for a Local Enforcement Agency Grant for the Fiscal Year 2019-20. The Environmental Health Director is authorized and empowered by the Plumas County Board of Supervisors to execute all necessary application, contract, agreements and amendments for the purposes of securing grant funds and to implement and carry out this program provided, however, that any contract, agreement or amendment requisitioning goods or services shall remain subject to the Plumas County Purchasing Policy.

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 the Board of Supervisors on \_\_\_\_\_, 2019.

**Ayes:**

**Noes:**


**Absent:**

**Abstain**

**Attest:**

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

\_\_\_\_\_  
Chair, Board of Supervisors

 4/3/19  
\_\_\_\_\_  
County Counsel Approval





## DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

(530) 283-6350  
Fax: (530) 283-6368  
Toll Free: (800) 242-3338

NEAL CAIAZZO  
DIRECTOR

DATE: APRIL 4, 2019

TO: HONORABLE BOARD OF SUPERVISORS

FROM: NEAL CAIAZZO, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR APRIL 16 2019, CONSENT AGENDA

RE: APPROVAL AND AUTHORIZATION TO SIGN A LEASE WITH PITNEY-BOWES  
GLOBAL FINANCIAL SERVICES FOR POSTAGE AND MAILING MACHINE

### **It is Recommended that the Board of Supervisors**

1. Approve the enclosed lease agreement with Pitney-Bowes Global Financial Services for a sixty-month lease of a postage/mailing machine.
2. Authorize the Director of the Department of Social Services to sign the agreement as the Board's designee.

### **Background and Discussion**

The Department utilizes a postage/mailing machine to process and mail customer forms, notices, Medi-Cal cards and other material associated with conducting business with our customers. Previously the Department had a five year lease in place for such equipment which will expire May 28, 2019.

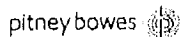
The enclosed lease agreement is for a period of five years. The Department recommends renewal for this period.

### **Other Agency Involvement**

County Counsel has reviewed the proposed lease and approved it as to form.

Copies: DSS Management (cover only)

Enclosure



# NASPO ValuePoint FMV Lease Agreement (Option C)

004081041167  
Agreement Number

## Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee

Tax ID # (FEIN/TIN)

PLUMAS COUNTY DEPT OF SOCIAL SERVICES

Sold-To: Address

270 COUNTY HOSPITAL RDSTE 207, QUINCY, CA, 95971-9174, US

Sold-To: Contact Name

Sold-To: Contact Phone #

Sold-To: Account #

Christine Rentelra

(530) 283-6462

0011726873

Bill-To: Address

270 COUNTY HOSPITAL RDSTE 207, QUINCY, CA, 95971-9174, US

Bill-To: Contact Name

Bill-To: Contact Phone #

Bill-To: Account #

Bill-To: Email

Christine Rentelra

(530) 283-6462

0011726873

christinerentelra@countyofplumas.com

Ship-To: Address

270 COUNTY HOSPITAL RDSTE 207, QUINCY, CA, 95971-9174, US

Ship-To: Contact Name

Ship-To: Contact Phone #

Ship-To: Account #

Christine Rentelra

(530) 283-6462

0011726873

PO #

## Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROPSERIES	SendPro P Series
1	1FW6	30 lb Interface Weigh w/External Display
1	4W00	Connect+ /SendPro P Series Meter
1	APA2	100 Dept Analytics
1	APK2	SendPro P Series Basic Label Printer Pac
1	APKE	SendPro P Receiving Feature
1	APKF	SendPro P Shipping Feature Access
1	AZBE	SendPro P Series Mono Print Module
1	AZCG	SendPro P1500 Series Bundle (145/70 Lpm)
1	M9SS	Mailstream IntelliLink Services
1	MSD2	15" Color Touch Display
1	MT30	PLATFORM SCALE 30LB/12KG
1	MW90007	SendPro P Series Drop Stacker
1	PTJ1	Postal Shipping

1	PTJN	Single User Access
1	PTJR	50 User Access with Hardware or Meter
1	PTK1	Web Browser Integration
1	PTK3	SendPro P Series Meter Integration
1	SJM5	SoftGuard for SendPro P1500
1	STDLSA	Standard SLA-Equipment Service Agreement (for SendPro P Series)
1	T6CS	Receiving - Standard

#### Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 388.98	\$ 1,100.88

\*Does not include any applicable sales, use, or property taxes which will be billed separately.

- ( ) Tax Exempt Certificate Attached  
 ( ) Tax Exempt Certificate Not Required  
 (X) Purchase Power® transaction fees included  
 ( ) Purchase Power® transaction fees extra

#### Your Signature Below


By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below.

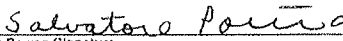
Approved as to form:

  
 Gretchen Stuhr  
 Deputy Plumas County Counsel

NASPO VALUEPOINT ADSP016-109897; 7-17-70-41-03

State/Entity's Contract#

  
 Lessee Signature  
 Neal Caiazzo  
 Print Name  
 Director  
 Title  
 2.26.19  
 Date  
 nealcaiazzo@plumascountyofplumas.com  
 Email Address

  
 Pitney Bowes Signature  
 Salvatore Polletta  
 Print Name  
 Director, Credit & New Business  
 Title  
 March 21, 2019  
 Date

#### Sales Information

Mark Stanlak	mark.stanlak@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance



## DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

NEAL CAIAZZO  
DIRECTOR

(530) 283-6350  
Fax: (530) 283-6368  
Toll Free: (800) 242-3338

DATE: APRIL 4, 2019  
TO: HONORABLE BOARD OF SUPERVISORS  
FROM: NEAL CAIAZZO, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES  
SUBJ: AGENDA ITEM FOR APRIL 16, 2019, CONSENT AGENDA  
RE: APPROVAL TO FILL A VACANT ELIGIBILITY SPECIALIST POSITION

### **It is Recommended that the Board of Supervisors**

Authorize the Department of Social Services to fill a vacant Eligibility Specialist I/II/III position as soon as administratively possible.

### **Background and Discussion**

The Department of Social Services has experienced a vacancy in the class of Eligibility Specialist I/II/III. This position became vacant on April 1, 2019 due to promotion of the incumbent.

The Eligibility Specialist is the position in the Department that performs eligibility determinations and ongoing case management for economic assistance programs such as CalFresh, Medi-Cal and county General Assistance. As your Board is aware, demands for these programs have been high due to the expansion of the Medicaid Program and due to the recessionary economy. While some of these elements have shown positive signs of change, it is the Department's expectation that our need for BAC's will remain in place for some time.

### **Financial Impact**

There is no financial impact to the County's General Fund as a result of taking this action because all funds to support this position come from federal, state and Realignment sources. The position is funded in the Department's 2018-2019 proposed budget.

Copies: PCDSS Management Staff  
Nancy Selvage, Human Resources Director

Enclosures (3)

**Position Classification:** Eligibility Specialist I/II/III

**FTE:** 1.00

**Budgeted Position:** Yes

**Mandated Program:** Yes

**Position Description:**

This position is primarily responsible for reviewing and or performing the most difficult eligibility determinations for the Medi-Cal, CMSP and CalFresh (Foodstamp) programs. Eligibility determinations for the Medi-Cal and CMSP programs are critical to the mission of assuring that county citizens who do not have medical insurance or another payer for health care services have access, to the extent that they are eligible, to the State Medi-Cal and County CMSP programs. This also helps to assure that hospitals that are required by law to serve poor and indigent county residents receive payment for the services they provide. Eligibility determinations for the CalFresh (Foodstamp) program are a state mandated activity.

**Funding Sources:** Medi-cal is entirely funded by State General Fund and federal pass through dollars. There is a small apportionment of Realignment dollars that is part of the funding mix for this position, generally 15% of the cost of time spent performing CalFresh (Foodstamp) eligibility determinations. As is explained below, there are potential Realignment funding implications *when the position is left empty*.

**Special Considerations:** Department of Social Services funding mechanisms are structured on a very specific cost allocation plan that generates the distribution of fixed overhead costs based on filled positions. To the extent that a position is not filled, the fixed overhead costs redistribute themselves in uncontrolled and unpredictable ways adding unanticipated costs to other program areas particularly to program areas that contain Realignment dollars in their cost structure. It is in the County's best interests to avoid such a scenario.

**Reason for the Vacancy:** The reason for this vacancy is because the prior incumbent received a promotion.



## QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

### Position: Eligibility Specialist – Medi-Cal/CalFresh Program

- Is there a legitimate business, statutory or financial justification to fill the position?

**Answer: Yes. Medi-Cal and CalFresh (Foodstamp) administration is a state mandated service. The Benefits Assistance Counselor performs eligibility determinations for these services**

- Why is it critical that this position be filled prior to the adoption of the County's budget this summer?

**Answer: The position is funded in the current budget and has no General Funds associated with it. Additionally the caseload is growing and the state provides funds to meet this growth.**

- How long has the position been vacant?

**Answer: The position became vacant effective April 1, 2019.**

- Can the department use other wages until the budget is adopted?

**Answer: No.**

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

**Answer: Other counties are structured in a very similar way. The state determines appropriate staffing levels and funds accordingly.**

- What core function will be impacted without filling the position prior to July 1?

**Answer: We will not be able to process applications for Medi-Cal, CalFresh in accordance with the state requirements.**

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

**Answer: We will not expend state funds that have been allocated to this function and Realignment dollars will be disbursed to other programs costing the Department money.**

- 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?

**Answer: The Department has developed a variety of budget reduction strategies that are dependent upon state policy decisions. Other Departments could be impacted by such reduction strategies.**

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

**Answer: No.**

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

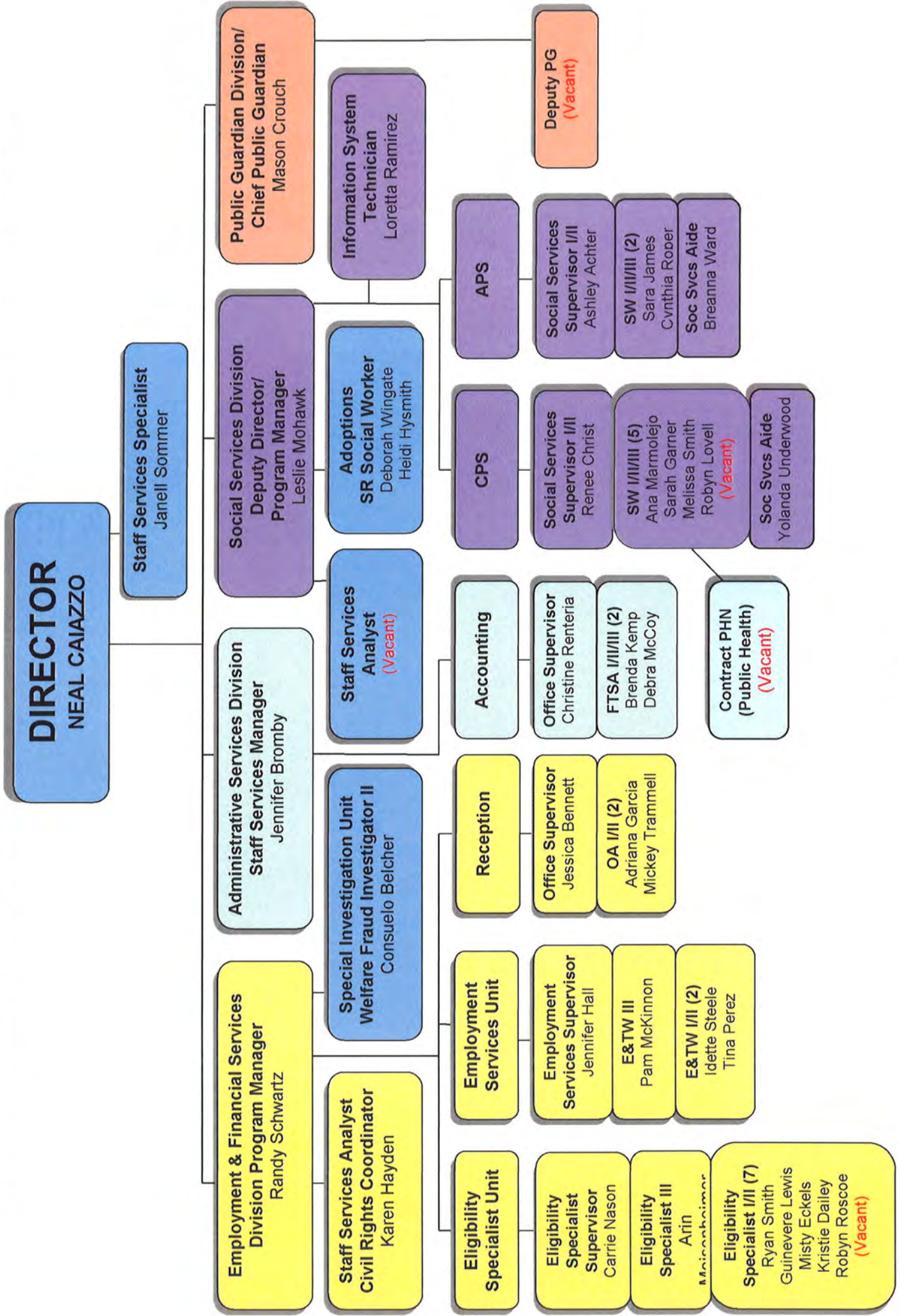
**Answer: No.**

- 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?

**Answer: The Department does not currently utilize County General Fund dollars. Filling this position does not change that.**

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?
- **Answer: The Department does have a reserve. The balance fluctuates depending upon a number of factors including whether or not the State achieves the base amount of collection for any given year.**

# PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN







DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

(530) 283-6350

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NEAL CAIAZZO  
DIRECTOR

DATE: APRIL 4, 2019

TO: HONORABLE BOARD OF SUPERVISORS

FROM: NEAL CAIAZZO, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR APRIL 16, 2019, CONSENT AGENDA

RE: AUTHORIZATION TO FILL A VACANT AND FUNDED STAFF SERVICES  
ANALYST POSITION IN THE DEPARTMENT'S CHILD PROTECTIVE  
SERVICES PROGRAM

**It is Recommended that the Board of Supervisors**

Authorize the Department of Social Services to fill a vacant and funded Staff Services Analyst position in the Department of Social Services as soon as administratively possible.

**Background and Discussion**

The Department of Social Services has experienced a recent vacancy in the class of Staff Services Analyst. This position became vacant when the incumbent accepted a position with another county department. As explained more completely in the accompanying documents, this position is part of our Child Welfare Services system and is therefore, critical for assuring the safety of abused or neglected children.

A Table of Organization showing the vacancy is also attached

**Financial Impact**

This position is funded in this year's County budget. There is no impact to the County General fund as the position is funded by State, Federal and Realignment dollars.

Copy: DSS Management Staff

Enclosures

**Position Classification:** Staff Services Analyst I/II

**FTE:** 1.00

**Budgeted Position:** Yes

**Mandated Program:** Yes

**Position Description:** The Staff Services Analyst I is responsible for performing professional level analytical duties involving general administrative, staff development, fiscal, and/or program analytical work. Incumbents gather, tabulate, analyze, and chart data; interview and consult with departmental officials, employees, and others to give and receive information; prepare reports and make recommendations on procedures, policies, and program/functional area issues and alternatives; review and analyze proposed legislation and advise management on the potential impact; make decisions in financial, and other administrative systems of average to difficult complexity; prepare correspondence; and perform other related duties as assigned. Incumbents do not supervise other professional staff, but may supervise clerical and/or technical employees as an ancillary duty (not as the preponderant responsibility of the position).

**Funding Sources:** This is an administrative support position. Funding sources are federal dollars (50%), state general funds (35%) and County Realignment dollars (15%). There is no cost to the County General Fund for this position.



QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Position: Staff Services Analyst – Child Protective Services

- Is there a legitimate business, statutory or financial justification to fill the position?

**Answer: Yes. Child Protective Services is a state mandated program.**

- Why is it critical that this position be filled prior to the adoption of the County's budget this summer?

**Answer: We no longer have capacity to perform the duties of this vacant position due to the need in our Child Welfare program to cover all of the required quality assurance reviews and program analysis.**

- How long has the position been vacant?

**Answer: The position has been vacant since April 5, 2019 when the prior incumbent accepted a position with another department.**

- Can the department use other wages until the budget is adopted?

**Answer: No.**

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

**Answer: Other Counties utilize Staff Services Analyst in similar ways to assist with managing the Child Welfare Services programs.**

- What core function will be impacted without filling the position prior to July 1?

**Answer: Child Protective Services**

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

**Answer: The state allocates funds to Counties to fulfill the mandate that requires Counties to provide services to abused and neglected children. In the absence of filling this position, such funds would go unutilized.**

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

**Answer: The Department has developed a variety of budget reduction strategies that are dependent upon state policy decisions. Other Departments could be impacted by such reduction strategies.**

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

**Answer: No.**

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

**Answer: No.**

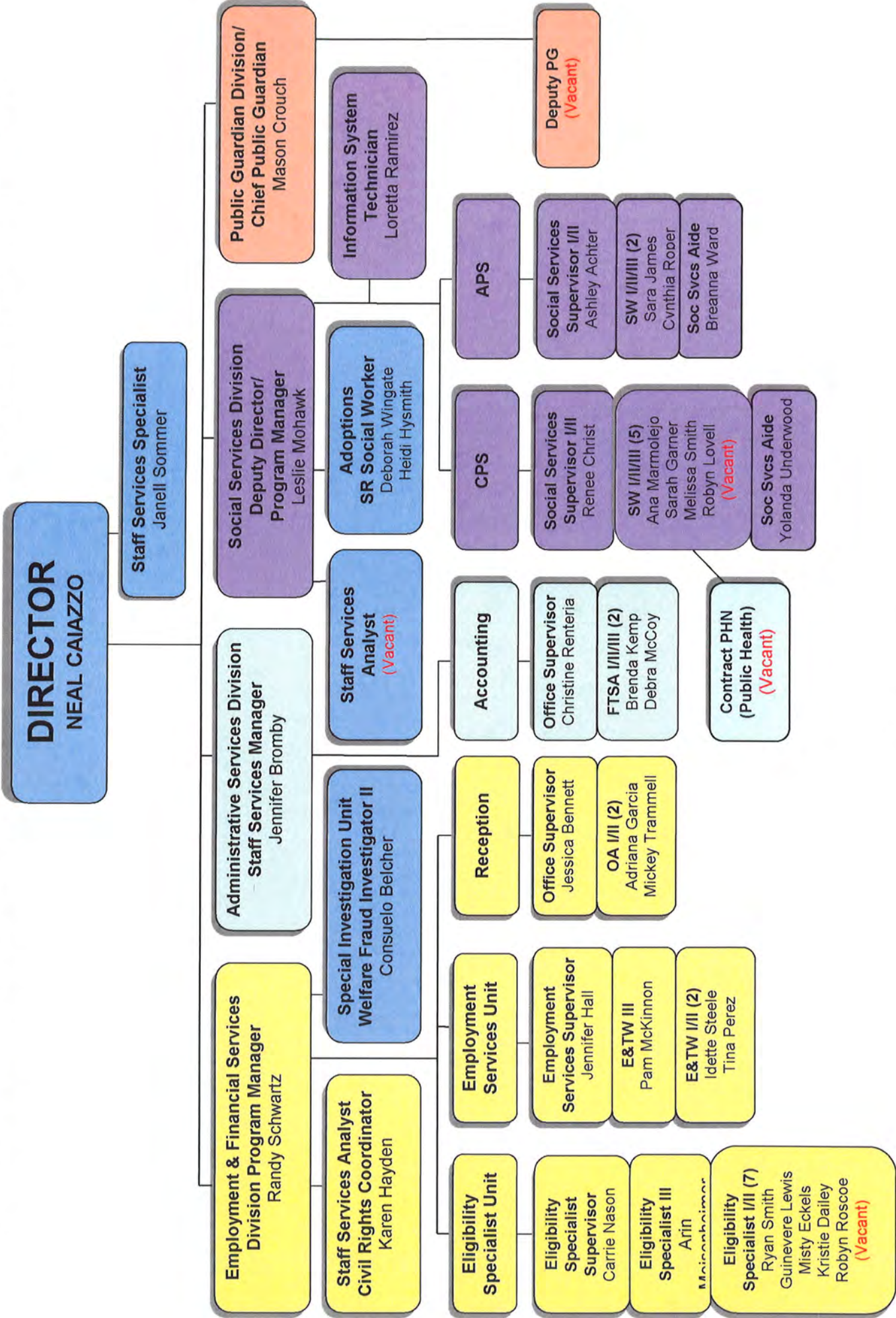
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

**Answer: The Department does not currently utilize County General Fund dollars. Filling this position does not change that.**

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

**Answer: The Department does have a reserve. The balance fluctuates depending upon a number of factors including whether or not the State achieves the base amount of collection for any given year.**

# **PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN**







DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

(530) 283-6350  
Fax: (530) 283-6368  
Toll Free: (800) 242-3338

NEAL CAIAZZO  
DIRECTOR

DATE: APRIL 4, 2019

TO: HONORABLE BOARD OF SUPERVISORS

FROM: NEAL CAIAZZO, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR APRIL 16, 2019, CONSENT AGENDA

RE: AUTHORIZATION TO FILL A VACANT AND FUNDED SOCIAL WORKER  
I/II/III POSITION IN THE DEPARTMENT'S CHILD PROTECTIVE  
SERVICES PROGRAM

**It is Recommended that the Board of Supervisors**

Authorize the Department of Social Services to fill a vacant and funded Social Worker I/II/III position in the Department of Social Services as soon as administratively possible.

**Background and Discussion**

The Department of Social Services has experienced a recent vacancy in the class of Social Worker I/II/III. This position became vacant when the incumbent was promoted to a Program Manager position within the department. As explained more completely in the accompanying documents, this position is part of our Child Welfare Services system and is therefore, critical for assuring the safety of abused or neglected children.

A Table of Organization showing the vacancy is also attached

**Financial Impact**

This position is funded in this year's County budget. There is no impact to the County General fund as the position is funded by State, Federal and Realignment dollars.

Copy: DSS Management Staff

Enclosures

**Position Classification:** Social Worker I/II/III

**FTE:** 1.00

**Budgeted Position:** Yes

CWS is funded through Federal (50%), 2011 Realignment (35%) and 1992 Realignment (15%) dollars for the basic program. Our total allocation for 2012-2013 is \$1,116,704. This allocation of funds is specifically for Child Welfare Services. It cannot be spent on other programs.

**Mandated Program:** Yes.

Child Welfare Services is a state-mandated, county-administered program. The mandate for Child Protective Services is found at Welfare and Institutions Code Section 16500, *et seq.* The mandated services include 24 hour, 7 days per week emergency response services for allegations of abuse or neglect of children, case management services to families whose children are removed from the home (including mandatory visits to both children and parents), reunification services to reunite families, and permanency services when reunification avenues are exhausted.

**Position Description:**

This position is responsible for the investigation of allegations of abuse or neglect of children. The incumbents also perform case management activities that support mitigation of the systemic family elements that have led to abuse or neglect of children. A significant component of the job includes reporting to the Plumas County Superior Court regarding the status of families who have had children removed from their care and custody. There is typically a significant amount of interaction with community based partner organizations that work with the Department towards goals associated with strengthening families.

**Funding Sources:**

The funding to support these positions comes from federal pass through dollars and county 1991 and 2011 Realignment dollars. There is no cost to the County's General Fund associated with these positions.



## QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

### Position: Social Worker – Child Protective Services

- Is there a legitimate business, statutory or financial justification to fill the position?

**Answer: Yes. Child Protective Services is a state mandated program.**

- Why is it critical that this position be filled prior to the adoption of the County's budget?

**Answer: The position is assigned duties that include public protection, specifically providing services to abused and neglected children.**

- How long has the position been vacant?

**Answer: This position became vacant on December 3, 2018 due to the promotion of the prior incumbent .**

- Can the department use other wages until the budget is adopted?

**Answer: No.**

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

**Answer: Staffing levels for this program are a function of the allocation of state general fund dollars for the position. Currently, the state provides funding for six social workers in Plumas County for this program.**

- What core function will be impacted without filling the position prior to July 1?

**Answer: Children may not be protected from abuse leading to potential tragic circumstances.**

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

**Answer: This position is funded by Federal and Realignment dollars. The Realignment dollars allocated to this program may not be used for other programs.**

- 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?

**Answer: The Department has developed a variety of budget reduction strategies that are dependent upon state policy decisions. Other Departments could be impacted by such reduction strategies. Currently Child Welfare Services is not among the programs impacted by proposed reductions in the State's budget.**

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

**Answer: No.**

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

**Answer: No.**

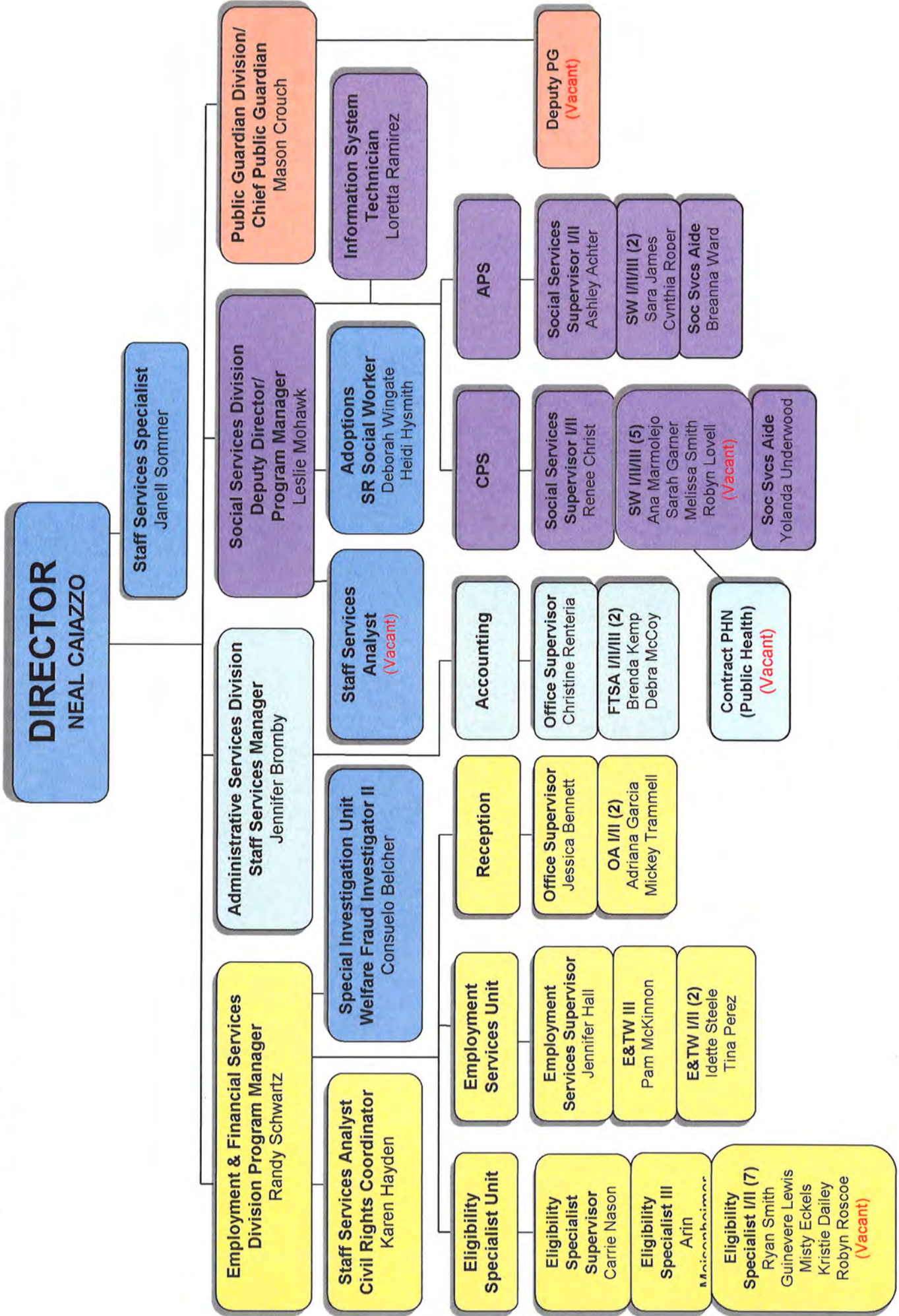
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

**Answer: The Department does not presently utilize General Fund dollars. Filling this position does not change that.**

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

**Answer: Yes. The Department does have a reserve. The balance fluctuates depending upon a number of factors including whether or not the State achieves the base amount of collection for any given year.**

# **PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN**



10

**CERTIFICATION OF STATE SENATE DISTRICT 1 SPECIAL  
PRIMARY ELECTION MARCH 26, 2019**

I, Kathy Williams, Plumas County Clerk-Recorder-Registrar of Voters, having completed the Canvass of the returns for the State Senate District 1 Special Primary Election held on March 26, 2019, and recorded in the Elections Records, certify the results as follows: The results hereto attached and made a part of are true and correct:

**STATE SENATE DISTRICT 1**

**Vote for 1**

KEVIN KILEY	784
SILKE PFLUEGER	1320
STEVE BAIRD	269
REX HIME	494
BRIAN D. DAHLE	2471
THEODORE DZIBUA	70
Write-In	12

The Official Final Canvass of votes cast is attached hereto and made a part hereof. The total turnout of voters was 43.84%.

  
\_\_\_\_\_  
Kathy Williams  
Plumas County Clerk-Recorder-Registrar of Voters



4-4-19  
Date

PLUMAS COUNTY  
MARCH 26, 2019  
STATE SENATE DISTRICT 1  
SPECIAL PRIMARY ELECTION  
OFFICIAL FINAL

Date:04/03/19  
Time:13:06:09  
Page:1 of 1

Registered Voters 12427 - Cards Cast 5448 43.84%

Num. Report Precinct 29 - Num. Reporting 29 100.00%

STATE SENATE DISTRICT 1

	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	5420	
KEVIN KILEY	784	14.46%
SILKE PFLUEGER	1320	24.35%
STEVE BAIRD	269	4.96%
REX HIME	494	9.11%
BRIAN D. DAHLE	2471	45.59%
THEODORE DZIBUA	70	1.29%
Write-in Votes	12	0.22%



# PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 Facsimile (530) 283-6323  
Robert A. Perreault Jr., P.E., Director John Mannle, P.E., Asst. Director Joe Blackwell, Deputy Director



## CONSENT AGENDA REQUEST

For the April 16, 2019 meeting of the Plumas County Board of Supervisors

Date: April 8, 2019

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in blue ink, reading "Robert A. Perreault".

Subject: **Approval of Proposed Amendment No. 9-A to Professional Services Agreement, dated October 20, 2015, with Bender Rosenthal Inc. for Property Acquisition Services for the Relocation of the Quincy Maintenance Yard**

### **Background:**

On February 5, 2019, the Plumas County Board of Supervisors approved Amendment 9 to the Bender Rosenthal, Inc. On-call Appraisal Services contract for appraising certain lands deemed suitable for the relocation of Public Works' maintenance activities. Relocation of Public Works maintenance activities is necessary in order to accommodate the construction of the new Jail Facility within the confines of the designated County-owned parcel and in accordance with the conditions of the Special Use Permit granted on July 8, 2015.

Amendment 9A incorporates several modifications to Amendment 9, all as identified and requested by County Counsel in order to clarify the specific land areas to be appraised and, to properly define the acquisition terminology. Amendment 9A proposes to replace Amendment 9 in its entirety. The Department of Public Works is requesting that the professional services provided under Amendment 9-A be approved retroactively to February 5, 2019.

The attached Amendment No. 9-A to the Professional Service Agreement has been approved as to form by the County Counsel's Office.

### **Recommendation by Public Works:**

The Director of Public Works staff respectfully recommends that the Board of Supervisors authorize the Chair of the Board of Supervisors and the Director of Public Works to execute Amendment No. 9-A to the Professional Services Agreement between the County of Plumas and BRI, for Right-of-Way Engineering and Acquisition Services for the Relocation of the Quincy Maintenance Yard Project in the amount not-to-exceed \$61,390.

**Attachment:** Amendment No. 9A to the Professional Services Agreement between the County of Plumas and Bender Rosenthal Inc.

**AMENDMENT NO. 9-A**  
**to the**  
**PROFESSIONAL SERVICES AGREEMENT**

**Right-of-Way Engineering Acquisition Services for  
Transportation Improvement Projects in  
Plumas County, California**

**Relocation of the Quincy Maintenance Yard**

The October 20, 2015 PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS ("County") and BENDER ROSENTHAL INC. ("Consultant"), is hereby amended as follows:

Compensation

Consultant shall be paid in accordance with the Scope and Cost Proposal set forth in Exhibit "A," attached hereto. Amendment No. 9-A authorizes compensation not to exceed Sixty-One Thousand Three Hundred and Ninety Dollars and No Cents (\$61,390).

Other Contract Provisions

Amendment 9-A replaces Amendment 9 in its entirety.

All other contract provisions set forth in the October 20, 2015 Professional Services Agreement first referenced above remain unchanged.

The professional services performed pursuant to Amendment No. 9-A shall commence, retroactively, on February 5, 2019.

**[SIGNATURES TO FOLLOW ON NEXT PAGE]**

\_\_\_\_\_ Consultants Initials

\_\_\_\_\_ County Initials

**IN WITNESS WHEREOF**, the parties hereto have caused this Amendment No. 9-A to be executed by and through their respective authorized officers, as of the date first written above.

COUNTY OF PLUMAS


A political subdivision of the State of California

APPROVED AS TO SCOPE OF WORK:

\_\_\_\_\_  
Director of Public Works

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

APPROVED AS TO FORM:

  
County Counsel

Date: 4/3/2019

CONCURRENCE BY:

\_\_\_\_\_  
County Purchasing Officer

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

CONSULTANT

BENDER ROSENTHAL INC.

\_\_\_\_\_  
Signature  
David B. Wraa, President

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

Bender Rosenthal Inc. Taxpayer ID Number - 41-2034507

Attachment: Bender Rosenthal Inc. Proposal for the Quincy Maintenance Yard Site, March 25, 2019

\_\_\_\_\_  
Consultants Initials

\_\_\_\_\_  
County Initials



## Exhibit A



March 25, 2019

Plumas County Department of Public Works  
1834 E Main Street  
Quincy, CA 95971  
ATTENTION: John Mannle, P.E. - Assistant Director

### RE: Quincy Maintenance Site

Dear Mr. Mannle,

Bender Rosenthal, Inc. is pleased to submit this proposal for Parcel Acquisition Services associated with the Quincy Maintenance Site.

Our understanding is that a new county jail is planned to occupy the current Quincy Maintenance Site and therefore a new location is required. Three different sites have been identified and BRI will be providing services to provide appraisals and acquire the needed properties for the County.

Site A is a large ownership and the portion to be acquired is adjacent to five acres recently purchased by the State of California. This will be a partial acquisition and the appraisal along with the established compensation must also consider damages and/or benefits to the remainder. Site B is under one ownership and although multiple parcels, appears to be one larger parcel. Site C is three parcels and owners have the same last name, but are technically different ownerships. Three larger parcels with two full acquisitions and one partial acquisition is assumed for Site C. APN 117-350-048 will be a partial acquisition based on the exhibit provided. This will be a partial acquisition and the appraisal along with the established compensation must also consider damages and/or benefits to the remainder.

Specific tasks outlining the Scope of Work are presented as follows:

#### TASK 1 - Parcel Acquisition Project Management

Brenda Schimpf, PMP, California Real Estate Broker, will serve as the Project Manager for this contract. She will oversee performance of the Tasks involved in delivery of the parcel in the proposed Professional Services Contract between BRI and Plumas County Department of Public Works (Client). This scope includes one (1) project development team meeting, and monthly updates on the status of the project.



3 SITE OPTIONS		
SITE	APN	OWNER
A - Green	117-140-026	Clarke Family Trust
	116-310-003	
	117-350-047	
B - Yellow	117-350-046	Robert Conover
	117-350-043	
	117-350-044	
C - Red	117-350-050	Charles Leonhardt
	117-350-049	Richard Leonhardt
	117-350-048	E. Daniel Leonhardt



## **TASK 2 - Valuation Services**

BRI will develop complete appraisals of the estimated fair market value of the full and partial acquisitions needed for this project. The Appraisal Reports will be a narrative appraisal report that will be prepared in conformance with and subject to the requirements of the Code of Professional Ethics and the Standards of Professional Practice of the Appraisal Institute, which fully incorporate the Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation, requirements related to the Uniform Relocation Assistance and Real Property Acquisition Act and state and federal statutes. Appraisal Mapping, Plat Maps and Legal Descriptions for the properties to be appraised will be provided to BRI by Plumas County. The Appraisals will be completed within 6 to 8 weeks from receipt of appraisal mapping and notice to proceed.

## **OPTIONAL TASK 3 - External Appraisal Review**

An appraisal review is the act or process of developing and communicating an opinion about the quality of another appraiser's work (USPAP 2017-2018). The essence of appraisal review is to investigate, analyze, and verify the logic and procedures used in appraisals and to ensure the preparation of competent and thorough reports that result in sound value opinions. The purpose of a review is to reinforce the client's confidence in the credibility of the appraisal conclusions it presents. We have not included appraisal review as part of the proposal.

## **TASK 4 - Acquisition Services**

BRI will develop all acquisition and conveyance documents to be approved by Client for use in acquiring real property interests. BRI staff will develop; purchase agreements (fee title) grant deeds and escrow instructions etc. prior to the commencement of acquisition negotiations with grantors. BRI will use all necessary documents developed as stated necessary to make offers based on Client's process and specifications. BRI will meet in person if possible and will make up to 6 contacts in the first 60 days.

Steps within the acquisition process are outlined below:

1. Review of the project concept and design with Client's staff and other consultants;
2. Review of appraisals, title reports, maps and descriptions of the required parcels;
3. Field review the project with Client or other designated person;
4. Preparation of fee title purchase contracts and other acquisition documents; and
5. Meet with grantors to discuss the project in general; review maps and legal descriptions; confirm information about occupants/owners and make the official First Written Offer to owner. Acquire tenant consent if required.
6. Acquisition activities are based on settlement by the third (3rd) contact either in person or by telephone/mail. A recommendation to the Client will be made after impasse has been reached. To reach impasse there are specific requirements as follows:
  - A. Go through the acquisition steps outlined below; plus
  - B. Make at least six (6) contacts with owner (personal call, letter or phone call) in any combination; plus
  - C. Spend up to eight hours working on the parcel acquisition; and
  - D. Respond to property owner inquiries verbally and in writing within two business days.

Each of the proposed sites brings forward its own set of difficulties for the acquisition phase which is reflected in the fee. A portion of the parcel Site A (Green) is located on was recently purchased by the State of California for a CHP office for a price significantly above the appraised value. Site B (Yellow) has multiple parcels but is under one ownership. Site C (Red) has multiple parcels with multiple ownerships.

## **TASK 5 - Title and Escrow Support**

BRI will deliver documents and checks to escrow company, review all documents for submission to escrow companies, review title and escrow documents, and apply extensive acquisition experience so that the project acquires good title and property rights necessary for the completion of the project. Five preliminary title reports will be needed however we assume that only up to three escrows will be included (if Site C - Red is selected with three ownerships).



## OPTIONAL TASK 6 - Condemnation Support

The BRI Project Management team is well versed in the condemnation process and has made presentations to Boards and City Councils in support of condemnation actions. BRI will support Plumas County DPW and the County's legal counsel by assisting in the preparation of staff reports and presentations for the County's Board for the Resolution of Necessity (RON). In addition, we will work with the County's legal team to develop the minimum 15-day notice of hearing for the RON and provide assistance in preparing any legal declarations in support of the court hearings. Our appraisers are qualified and available to provide expert testimony during any court or administrative proceedings as an additional service.

## SCHEDULE AND FEES

BRI proposes to deliver the parcel acquisition phase within eight (8) months from the Notice to Proceed for delivery of all required parcels. Our proposed fee based on the Scope outlined herein is as follows:

PROJECT SCHEDULE: PLUMAS COUNTY - QUINCY MAINTENANCE STATION								
PARCEL ACQUISITION TASK	MONTHS							
	1	2	3	4	5	6	7	8
NTP								
Parcel Acquisition Project Management								
Appraisal								
OPTIONAL: Appraisal Review								
Acquisition								
OPTIONAL: Condemnation Support								

## Other Direct Costs (ODCs)

BRI does not mark up the fees for other direct costs, including the fees charged by subconsultants. BRI charges for pass through expenditures such as the fees for preliminary title reports, litigation guarantees, shipping, and subconsultant expenditures. Travel is billed at cost for rental cars and fuel. Mileage is charged at the current year IRS rate. Rental cars will be used primarily for same-days trips as the daily rental and fuel costs are lower than the mileage cost for a round trip between the BRI office and the project area. BRI uses the State of California Accounting Policy for determining travel status and setting per diem rates.



On October 20, 2015, Bender Rosenthal, Inc., and Plumas County entered into a Professional Services Agreement to provide appraisal and acquisition services. Fees in the following table reflect the fees originally agreed upon in 2015.

<b>COST PROPOSAL</b>		
<b>TASK</b>	<b>DESCRIPTION</b>	<b>TOTAL</b>
TASK 1 - Parcel Acquisition Project Management	8 hrs/month x 8 months @ \$185/hr	\$11,840
	<b>Task 1 Total</b>	<b>\$11,840</b>
TASK 2 - Valuation Services	Site A (Green): 1 larger parcel appraisal @ \$5,000 each	\$5,000
	Site B (Yellow): 1 larger parcel appraisal @ \$5,000 each	\$5,000
	Site C (Red): 3 larger parcel appraisals @ \$5,000 each	\$15,000
	<b>Task 2 Total</b>	<b>\$25,000</b>
OPTIONAL TASK 3 - External Appraisal Review		---
TASK 4 - Acquisition Services	Site A (Green) 30 hrs @ \$140/hr	\$4,200
	Site B (Yellow) 25 hrs @ \$140/hr	\$3,500
	Site C (Red) 20 hrs x three (3) owners X \$140/hr	\$8,400
	<b>Task 4 Total</b>	<b>\$16,100</b>
TASK 5 - Title and Escrow Support	Five (5) Preliminary Title Reports @ \$750 each	\$3,750
	Up to three (3) closed escrows X 10 hrs/escrow @ \$90/hr	\$2,700
	<b>Task 5 Total</b>	<b>\$6,450</b>
OPTIONAL TASK 6 - Condemnation Support		---
Other Direct Costs (ODCs)		\$2,000
<b>Maximum As Scoped Budget</b>		<b>\$61,390*</b>

\*Due to the rush schedule needed, all three site negotiations are anticipated to begin simultaneously. As any of the ownerships reach an impasse, work will cease and services for that property will be billed through that point, unless otherwise directed by the County. Task 2 Valuation Services is billed on a lump sum basis. Task 1 - Parcel Acquisition Project Management, Task 4 - Acquisition Services and Task 5 - Title and Escrow Support are billed based on time and materials. The Maximum As-Scoped Budget should be considered a Not to Exceed Budget based on the scope of work provided.

We appreciate the opportunity to submit our proposal. Should you have any questions or need additional information, please feel free to contact me at (916) 978-4900 or by email at [d.wraa@benderrosenthal.com](mailto:d.wraa@benderrosenthal.com).

Respectfully,

David B. Wraa, MAI, ARA, AI-GRS  
President

1F

**RESOLUTION NO. 19-**

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS, STATE OF CALIFORNIA AUTHORIZING THE COUNTY TO PARTICIPATE IN THE ONE-TIME MEDICATION ASSISTED TREATMENT EXPANSION PROJECT FUNDING OPPORTUNITY AVAILABLE AS A RESULT OF THE STATE TARGETED RESPONSE TO THE OPIOID CRISIS AUTHORIZED BY SECTION 1003 OF THE 21<sup>ST</sup> CENTURY CURES ACT, FUNDING OPPORTUNITY TI-17-014**

***The Plumas County Board of Supervisors Finds:***

***WHEREAS***, The California Department of Health Care Services, under its federal funding for the State Opioid Response "Medication Assisted Treatment Expansion Project 2.0" has provided funds to be distributed to the Counties participating in the first cohort of expanding access to MAT in County Criminal Justice Settings;

***WHEREAS***, The counties that receive Medication Assisted Treatment Expansion Project funding need to expend the funding no later than January 31, 2020, and further require counties to report to the Department of Health Care Services the disposition of funds, the services provided, and the number of individuals who received services no later than 90 days after the full expenditure of funding;

***WHEREAS***, the County of Plumas designates the Director of Behavioral Health, Tony Hobson, as the grant director and the primary point of contact to be the Acting AOD Program Administrator;

***WHEREAS***, the County of Plumas affirms the county's commitment to combatting the opioid crisis;

***NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY OF PLUMAS, CALIFORNIA***, to authorize the County's participation in the California Medication Assisted Treatment Expansion Project 2.0 allocation in Fiscal Year 2018-19.

***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 16<sup>st</sup> Day of April 2019, by the following vote:

**AYES:** Supervisors:

**NOES:** Supervisors:

**ABSENT:** Supervisors:

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

**ATTEST:**

**By:**

\_\_\_\_\_  
Nancy L. DaForno  
Clerk of the Board



3A

**WALKER RANCH COMMUNITY SERVICES DISTRICT**  
**c/o PLUMAS COUNTY ENGINEERING DEPARTMENT**  
555 WEST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268 • FAX (530) 283-6135  
*Robert A. Perreault, Jr., P.E.*                      *County Engineer and Manager, WRCSD*

**AGENDA REQUEST**

for the April 16, 2019 meeting of the Plumas County Board of Supervisors

Date: April 8, 2019

To: Honorable Governing Board

From: Robert Perreault, Manager, WRCSD



Subject: Request for Refund of Water Meter Purchase for APN 103-080-017,  
located on 15 Red River Drive within the Walker Ranch CSD;  
discussion and consider approval.

**BACKGROUND:**

The typical procedure for water service activation within the WRCSD starts with the property owner paying the \$3,000 connection fee. Part of this connection fee entitles the property owner to receive a standard water meter provided by the CSD. The standard has been a ¾-inch diameter water meter provided by WRCSD and the most recent cost is \$580.79 per meter. This is what has typically been provided as a standard CSD supplied water meter.

A property owner at 15 Red River Drive, within the CSD paid the connection fee, but required a larger 1-inch diameter water meter due to fire sprinkler designer requirements. The 1-inch meter is more expensive than the ¾-inch meter. The 1-inch diameter meter is not a size that WRCSD stocks in inventory. The CSD Operator advised the property owner on the specific 1-inch diameter water meter that was needed and the property owner purchased the 1-inch water meter for \$682.22 with his own funds. Inasmuch as the \$3,000 connection fee payment included purchase of a ¾-inch meter, the result was that the customer had, in fact, paid for 2 meters.

The property owner, Mr. Bryce Ruschhaupt, submitted his paid invoice, dated November 26, 2018 that totals \$682.22, attached, for partial reimbursement.

The Manager of Walker Ranch CSD has concluded that the cost of the WRCSD supplied ¾-inch water meter (\$580.79) should be refunded to the property owner.

Current WRCSD staff is not aware of any instance of reimbursing a property owner for purchasing a larger water meters since the creation of the Subdivision and CSD.

**RECOMMENDATION:**

The Manager of the Walker Ranch Community Services District respectfully recommends that the WRCSD Governing Board authorize the WRCSD Manager to reimburse the property owner \$580.79 for the previously paid ¾-inch water meter.

Attachment: Paid water meter invoice





# WATERWORKS

68 TRANSIT WAY  
CHICO, CA 95973-9752

Please contact with Questions: 510-786-3333

1418783

\$682.22

445821

1 of 1

PLEASE REFER TO INVOICE NUMBER WHEN  
MAKING PAYMENT AND REMIT TO:

FERGUSON ENTERPRISES INC 1423  
PO BOX 740827  
LOS ANGELES, CA 90074-0827

B & J RENOVATION  
111 LAKE ALMANOR WEST DR  
CHESTER, CA 96020

COUNTER PICK UP  
68 TRANSIT WAY  
CHICO, CA 95973-9752

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH IO
3308	3308	CA04	15 RED RIVER	DLB		11/26/18	68443

1	1	P80SFBKG	2X1 PVC S80 SPXFIP BUSH	7.000	EA	7.00
1	1	FV7418W1144NL	LF V74-18W-11-44-NL CSTR	260.000	EA	260.00
1	1	MH10284NG	LF 1 FIP X FIP CURB ST W/ DRN	108.000	EA	108.00
1	1	NED2F22R8G2SA51	1 T10 MTR BRZ/BRZ USG SA51	281.100	EA	281.10

INVOICE SUB-TOTAL

636.10

TAX

Butte

46.12

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH  
US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION.  
PRODUCTS WITH "NP" IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN  
NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.

WATER FLOW RATE NOTICE: LAVATORY FAUCETS WITH FLOW RATES OVER 0.5 GPM ARE  
NOT ALLOWED FOR 'PUBLIC USE' IN CALIFORNIA.

- ☐ Track your expenses...
- |  |                                    |   |
|--|------------------------------------|---|
| <input type="checkbox"/> Clothing      | <input type="checkbox"/> Food      | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Credit Card   | <input type="checkbox"/> Utilities | <input type="checkbox"/> Mortgage       |
| <input type="checkbox"/> Entertainment | <input type="checkbox"/> Insurance | <input type="checkbox"/> Other          |

☐ TAX-DEDUCTIBLE ITEM

8274

BALANCE FORWARD

THIS CHECK

BALANCE

DEPOSIT

BALANCE FORWARD



\$682.22

NOT NEGOTIABLE

For enhanced SECURITY, your account number and personalization does not appear on this copy.  
To REORDER, please call 1-866-925-2432 or order online at [www.walmartrucks.com](http://www.walmartrucks.com)

law, if lower. If Buyer fails to  
including reasonable  
terms\_conditionsSale.html



GREGORY J. HAGWOOD  
SHERIFF/CORONER  
DIRECTOR

# Office of the Sheriff


## Office of Emergency Services

1400 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

4A1

**DATE:** April 8, 2019

**TO:** Honorable Board of Supervisors

**FROM:** Sheriff Gregory J. Hagwood 

**RE:** Agenda Item for the meeting of April 16, 2019

**Recommended Action:**

Receive the Update and Report of Accomplishments of the Plumas County Fire Prevention Specialist.

**Background and Discussion:**

As the Board will recall, Sue McCourt is serving under contract as the county's Fire Prevention Specialist. Funded through Title III, her scope of work includes a wide range of Firewise and Community Wildfire Protection Planning duties and activities.

The attached report, taken from the scope of work for the position, summarizes her numerous accomplishments to date. Task 6 is a update to this Board. At this time the Board is asked to receive and file this report of accomplishments.

If you have any questions, please don't hesitate to contact Nick Dawson at 283-7438 or me at 283-6389.

## **Summary of Activities May 2018 – March 2019**

### **Fire Prevention Specialist**

#### **Community Wildfire Evacuation Route Map Project**

- Updates to Lake Almanor Peninsula Map, Butterfly Valley map. Maps to be posted online at [www.plumascounty.us](http://www.plumascounty.us)
- Meadow Valley Wildfire Evacuation Plan and map publication printing in progress. CAL FIRE Lassen Modoc Unit partnership Publication

#### **Firewise Community activities**

- Support to Firewise Community boards / committees. Attend Firewise Community educational events throughout county
- Provide Firewise related opportunities and efforts in county to the Plumas Fire Chiefs Association
- Provide guidance and coordination to Plumas County Firewise Communities regarding the national Firewise USA program and latest research on Firewise practices. Hosted Annual Plumas County Firewise Coordinators meeting.
- Completed Firewise Community assessment for Smith Creek Ranch and Taylorsville.
- Firewise Community development in progress for Old Highway neighborhood in Thompson Valley- Quincy, Seneca, Butterfly Valley, Hamilton Branch, Paxton, and Meadow Valley

#### **Emergency Preparedness**

- 2019 Wildfire Awareness Week activities- publication, articles, support to National Wildfire Community Awareness day May 4<sup>th</sup> community events
- Prepared articles on emergency preparedness for area newspapers
- October Fire Prevention Week outreach throughout county
- Teamed up with Plumas County Public Health at Plumas County Senior Summit to promote Emergency Preparedness and Code Red
- Developed Code Red Display for events
- Participate in the Plumas County Disaster Council
- Involvement with the Lake Almanor Peninsula Wildfire Exercise planning team.

#### **Support to Plumas County Firesafe Council**

- Coordinate Community Firewise Activities with fuel reduction and public education opportunities from Plumas Firesafe Council.
- Participate with Feather River Stewardship Coalition, attend field trips, seek out opportunities for emergency preparedness and Plumas County Communities wildfire preparedness.
- Participate with Plumas Underburn Cooperative for information and options for our area residents.

#### **Continued implementation of action items in Communication Plan: Fire Protection in Plumas County- Public Education and information relating to residents residing outside a Fire District.**

- Continued discussions and providing assistance to fire districts for outreach of out of fire district residents in their response area.



GREGORY J. HAGWOOD  
SHERIFF/CORONER  
DIRECTOR

# Office of the Sheriff


## Office of Emergency Services

1400 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

4A2

**DATE:** April 8, 2019

**TO:** Honorable Board of Supervisors

**FROM:** Sheriff Gregory J. Hagwood 

**RE:** Agenda Item for the meeting of April 16, 2019

**Recommended Action:**

Proclaim the month of May, 2019 as Wildfire Awareness Month

**Background and Discussion:**

The month of May is Wildfire Awareness Month across the nation. It is designed to make residents aware of the beginning of fire season (May – October) and to take steps to lessen fire threats to their homes and surrounding communities.

Please see the attached document titled 2019 Plumas County Wildfire Awareness Month for additional information.

As part of the proclamation, local, federal and state fire agencies will have a display out front of Court House between 9:30 AM and 10:00 AM. This will also be a photo opportunity for the Board should they desire.

If you have any questions, please don't hesitate to contact Nick Dawson at 283-7438 or me at 283-6389.

## **2019 Plumas County Wildfire Awareness Month**

Wildfire Awareness Month, during the month of May, is designed to make residents aware of the beginning of fire season (May – October) and to take steps to lessen fire threats to their homes and surrounding communities. Plumas County has experienced a number of serious uncontrolled wildfires in the past that have threatened homes and the lives of citizens and firefighters. Flying embers can destroy homes up to 2 miles ahead of a wildfire. Prepare (harden) your home before a wildfire starts. Statewide, approximately 95% of wildfires are caused by people.

Some examples of recent large fires that have occurred in Plumas County

- Minerva Fire, Quincy area, 4310 acres July, 2017
- Chips Fire, Feather River canyon and West Lake Almanor area threatened, 75,431 acres, July 2012
- Moonlight Fire near Greenville, 64,997 acres, September 2007

In response, representatives of Plumas County's local, state, and federal firefighting and emergency response agencies, the Plumas Firesafe Council and Plumas County's Firewise Communities support this year's wildfire awareness efforts **to prepare our communities for wildfire.**

**Communities** can prepare for wildfire by:

- Ensure homes are constructed and maintained to resist ignition from embers;
- Ensure landscaping and vegetation are properly managed around homes (Defensible Space);
- Ensure emergency responders have good access in and out of communities;
- Ensure that residents practice evacuation from homes and communities.

**Residents can prepare their home by:**

- Always use caution with any use of equipment or fire. It just takes one spark to start a wildfire. Ensure safe burning practices.
- Keep the first five feet away from your home free of combustible materials such as wood, mulch, dried leaves, pine needles and flammable shrubs such as juniper. Instead, select fire resistant plants, or use rock mulches, concrete, brick and pavers.
- Maintain defensible space for 100' out from your home. Limb trees and space plants to reduce the spread of fire.
- Ensure your home's address is readily visible using reflective, non-combustible material with characters being at least 4 inches high.



- Register your cell phones with our county local emergency alert system (CODE RED) through the Plumas County Sheriff's Office.
- Pack a Go Bag that is easily accessible and filled with items necessary to help you quickly and safely evacuate your home.
- Have a Wildfire Evacuation Plan for your family, your pets and animals, both large and small.

During the month of May and all year long, we encourage your community to prepare for wildfire. Learn more ways to get prepared at [www.readyforwildfire.org](http://www.readyforwildfire.org), the Plumas Firesafe Council [www.plumasfiresafe.org](http://www.plumasfiresafe.org), <http://www.firewise.org> or talk to your local fire service representative. Residents can sign up for CODE RED (Emergency Alert Sign Up) at [www.plumascounty.us](http://www.plumascounty.us).

**PLUMAS COUNTY PROCLAMATION  
IN SUPPORT OF  
WILDFIRE AWARENESS MONTH MAY 2019**

**Whereas**, uncontrolled wildfire can have significant impacts on Plumas County's environmental, economic and social well-being; and

**Whereas**, a large percentage of wildfires in California are caused by people, therefore, the community plays a critical role in preventing wildfires; and

**Whereas**, residents of Plumas County's fire-prone communities need to take action now and become "Firewise" to reduce the wildfire threat and prepare their homes, families and community for wildfire; and

**Whereas**, all residents of Plumas County must do their part by maintaining 100 feet of Defensible Space, in addition to implementing strategies to fire-harden their homes; and

**Whereas**, residents must know what to do before, during, and after a wildfire (Ready, Set Go!) by having Wildfire Evacuation and Family Communication Plans in place; and

**Whereas**, to promote fire safe practices within Plumas County, the Plumas County Board of Supervisor's hereby declares the month of May, 2019 as Wildfire Awareness Month throughout this county, and we urge all residents and visitors to take measures to prevent the occurrence and spread of wildfire.

Passed, Approved and Adopted this 16<sup>th</sup> day of April 2019, by the Board of Supervisors of Plumas County.

Attest:

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# PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 Facsimile (530) 283-6323  
Robert A. Perreault Jr., P.E., Director John Mannle, P.E., Asst. Director Joe Blackwell, Deputy Director



## AGENDA REQUEST

For the April 16, 2019 meeting of the Plumas County Board of Supervisors

April 9, 2018

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in blue ink, reading "Robert A. Perreault".

Subject: Adopt the Senate Bill 1 Proposed Project List for FY 2019/20 – Allocation of Road Maintenance and Rehabilitation (RMRA) Funding, and, Authorize the Director of Public Works to submit the Project List to the California Transportation Commission (CTC) and perform related duties as may be required to administer the funds; discussion and possible action.

### Background:

Attached is Senate Bill 1 Proposed Project List for FY 18/19 – Allocation of Road Maintenance and Rehabilitation (RMRA) Funding. The allocation amount has been estimated by the California State Association of Counties (CSAC) to be \$1,968,846 for Plumas County for FY 18/19. The State Controller's Office will issue monthly allocations after the County's Project List is approved by the CTC. The allocated funds will be used to finance the maintenance and improvement of Plumas County roads, bridges, maintenance facilities and fleet acquisitions. The Director of Public Works, or his assignees, will perform related duties as may be required to administer the funds. Agencies providing their adopted RMRA Lists to the CTC by May 1, 2019 will be eligible to receive allocations beginning in July, 2019. The actual payments will begin two months in arrears (September, 2019).

### Strategy for FY 19/20

<u>Category</u>	<u>Purpose</u>	<u>Proposed RMRA Funding</u>
A	Road and Bridge Maintenance Projects	\$ 830,000
B	Equipment Acquisition (CARB Compliance)	\$ 790,000
C	Public Works Yard Relocation	\$ 348,846

#### **A. Road & Bridge Maintenance Projects.**

This fiscal year, the Department has selected four (4) projects located on four different major collectors. The work proposed on these roadways includes pavement repairs, a large culvert repair, a road slide (2019 winter) repair and a polyester concrete bridge deck overlay.

#### **B. Equipment (Carb Compliance).**

This fiscal year CTC staff at its SB1 webinar on March 26, 2019, specifically demonstrated an example of programming for equipment replacement. The Department is requesting approval for a portion of the RMRA funds to be used to replace three (3) dump trucks and replace the paint striper truck to meet California Air Resources Board (CARB) diesel emission requirements. The existing dump trucks and the striper truck range from 23 to 47 years-old. All four of the units need to be replaced with new or used trucks as long as the diesel engines are newer than 1993. The vehicle acquisitions would then be approved at subsequent regular Board meetings.

#### **C. Public Works Yard Relocation.**

The construction of the new Plumas County Correctional Facility requires the relocation of part of the Quincy Maintenance Yard where materials are stored. Items including the sand house and storage areas for rock, gravel, earth for constructing embankments, cold mix asphalt for pavement repairs, winter mix asphalt for patching during adverse weather conditions, bridging materials, concrete barrier (k-rail) will all have to be relocated to a new parcel that has yet to be acquired. Some costs of the relocation will be mitigated from other sources associated with the new jail project, such as a replacement sand house. The Department will still need to construct a covered storage facility at a new location for storage of asphalt products to meet current standards. The funding under this project will be used for any costs not covered by other sources, such as property acquisition, security fencing, building construction and/or grading and pavement construction.

The above funding proposals are limited to RMRA-funded proposals. Other proposed projects, utilizing other non-RMRA funds, will be identified by the Department of Public Works in its proposed FY 2019/20 Budget, to be submitted later this year

### **Fiscal Impact**

No fiscal impact to the general fund will result by adoption of the recommended actions. Additionally, the Road Fund will meet its commitment to increasing its Reserve to \$1 million by the end of FY 2018/19, utilizing funds other than RMRA funds. The RMRA funds will be included in the FY 2019/20 Budget for the Department. The funding is estimated to be expended over fiscal years FY 2019/20 and FY 2020/21, depending upon the rate of disbursement by the SCO.

### **Reason for the Recommended Action**

To be eligible to receive RMRA allocations, SB 1 initially required counties to report on their planned expenditures of Road Maintenance and Rehabilitation (RMRA) funding from SB 1 pursuant to the county budget. Subsequent legislation under SB 112 (Senate Budget and Fiscal Review Committee) now allows adoption of RMRA project lists outside of the budget process to facilitate additional transparency and timely reporting.

This year, the CTC requests that Project Lists be entered into the CALSMART reporting system by May 1, 2019.

### **Recommended Actions:**

The Director of Public Works respectfully recommends that the Board of Supervisors:

1. Adopt the attached Senate Bill 1 Proposed Project List for FY 18/19 allocation of Road Maintenance and Rehabilitation (RMRA) funding, and
2. Authorize the Director of Public Works or his assignees to perform related duties as may be required to administer the funds.
3. Adopt the attached Resolution.

Attachments:

Exhibit A – FY 2019/2020 Plumas County RMRA Project List  
Proposed Resolution



**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING A LIST OF PROJECTS FUNDED BY  
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of our Plumas County are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the Plumas County must submit a list to the California Transportation commission of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the Plumas County, will receive and estimated \$1,843,260 in RMRA funding and \$125,586 in Loan Repayments in Fiscal Year 2018-19 from SB 1 for a total of \$1,968,846; and

**WHEREAS**, the funding from SB 1 over the next ten years will help the Plumas County maintain 680 miles of roads, 90 bridges, and repair and add active transportation infrastructure throughout the County into the future; and

**WHEREAS**, without revenue from SB 1, the County, would have otherwise been further delaying existing projects throughout the County and laying off Public Works staff; and

**WHEREAS**, if the Legislature and Governor failed to act, County roads would have continued to deteriorate, having many and varied negative impacts on our community; and

**WHEREAS**, cities and counties own and operate more than 81 percent of streets and roads in California, and from the moment we open our front door to drive to work, bike to school, or walk to the bus station, people are dependent upon a safe, reliable local transportation network; and

**WHEREAS**, modernizing the local street and road system provides well-paying construction jobs and boosts local economies; and

**WHEREAS**, the local street and road system is also critical for farm to market needs, interconnectivity, multimodal needs, and commerce; and

**WHEREAS**, all emergency services provider need safe reliable roads to react quickly to emergency calls and a few minutes of delay can be a matter of life and death; and

**WHEREAS**, restoring roads before they fail also reduces construction time which results in less air pollution from heavy equipment and less water pollution from site run-off; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

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

The attached RMRA list for fiscal year 2019-2020 is adopted and the Director of Public Works, or his assignees, is hereby authorized to submit the list to the California Transportation Commission. The Director of Public Works or his assignees is further authorized to perform related duties as may be required to administer the funds.

**PASSED AND ADOPTED** by the Board of Supervisors, Plumas County, State of California this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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Chairperson, Board of Supervisors

Attest:

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Clerk of the Board of Supervisors



## Exhibit A: FY 19/20 Plumas County RMRA Project List

[illegible]

# PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS


1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 Facsimile (530) 283-6323  
Robert A. Perreault Jr., P.E., Director John Mannle, P.E., Asst. Director Joe Blackwell, Deputy Director



## AGENDA REQUEST

For the April 16, 2019 meeting of the Plumas County Board of Supervisors

April 8, 2019

To: Honorable Board of Supervisors  
From: Robert Perreault, Director of Public Works   
Subject: Abolishment of the 25% Contribution to County Lighting Districts by the Department of Public Works, effective for the Fiscal Year 2019/20; discussion and possible action.

### Background

Reference is made to the so-called "25% Rule" program that had been voluntarily established by the Board of Supervisors and administered by the Director of Public Works. Historically, the Department of Public Works has reimbursed certain lighting districts within Plumas County, up to 25% of their street lighting electricity bill, when requested by the lighting district. The implementation of the program was a voluntary action by the Board of Supervisors, and the program has always been subject to the availability of surplus funds within the approved budget of the Road Division.

The 25% funding program was established during a time when the Department of Public Works possessed a large cash reserve and benefitted from a steady revenue stream associated with timber receipts from the National Forests.

The Lighting Districts that have benefitted over the years are:

Chester Public Utility District (CPUD), and  
Crescent Mills Lighting District (CMLD), and  
Indian Valley Community Services District (IVCSD), and  
Quincy Lighting District (including the former East Quincy Services District)(QLD).

At the time of creation of the funding program, the condition of the Department's reserve funds was in a condition enabling such financial assistance. However, over the years the regulatory demands upon the department budget has continually increased, while the revenue side of the equation has fluctuated and, during some years, has been unfunded. The financial impacts during the past 12 years, and the ability of lighting districts to propose rate increases, justify the abolition of the financial assistance program.

### Recommendation

The Director of Public Works respectfully recommends that the Board of Supervisors vote to abolish the "25% Rule" program, effective June 30, 2019.



5A

**NOTICE OF PUBLIC HEARING  
APPLICATION FOR PRICELESS MUSIC FESTIVAL  
At  
BELDEN TOWN RESORT & LODGE  
14785 BELDEN TOWN RD.  
BELDEN, CA 95915**

The Plumas County Board of Supervisors will be holding a public hearing on the following matter on Tuesday, April 16th, 2019 at 10:15 a.m. in the Board of Supervisor Room 308, Courthouse, Quincy, California.

An Outdoor Music Festival application has been received for the following event to occur at the Belden Town Resort and Lodge:

**Priceless Music Festival – July 4<sup>th</sup> through July 7<sup>th</sup>, 2019**

The Board will take public input and comments concerning this event, and may impose additional conditions.

For further information on this festival and the above hearing please contact: Jim Graham, Plumas County Public Works at (530) 283-6169.

Written comments should be mailed to: Jim Graham, Plumas County Public Works Department, 1834 East Main Street, Quincy, California 95971.

Publication: FRB – April 10th 2019

**Outdoor Festival Permit**

**For the**

**PRICELESS**

**MUSIC FESTIVAL**

**at**

**Belden Town Resort**

**July 4<sup>th</sup> through July 7<sup>th</sup>, 2019**

## DEPARTMENT OF PUBLIC WORKS USE ONLY

Date Recv'd 3/8/19Receipt No. 159145 \$ 1000.00

## PRELIMINARY OUTDOOR FESTIVAL PERMIT APPLICATION

Instructions to applicant(s):

1. Complete the form and mail or take to: Plumas County Department of Public Works  
1834 E. Main Street  
Quincy, CA 95971
2. Use additional sheets of paper if necessary to complete the information requested.
3. Pay the filing fee deposit of \$1,000.00.
4. Make the check payable to Plumas County Department of Public Works

**A. Applicant (s)**Name of Festival PricelessName of Applicant False Profit IncResidence Address 1307 Gateview Ave Unit A, San Francisco CA 94130Mailing Address 1307 Gateview Ave Unit A, San Francisco CA 94130Telephone Number (510) 329 8261 E-Mail Address yee.sasha@gmail.com

Business Address and Telephone Number (If different from above) \_\_\_\_\_

\*Applicant must be the promotor of the event. If the application is made by a partnership, the name and mailing address of the responsible general partner must be included. If the application is made by a corporation, the application shall be signed by the president and attested to by the secretary. The address and telephone number of the principal place of business of the applicant shall also be included in the application.

**B. Owner (s)**

(Attach additional sheets if necessary)

Name Ivan CoffmanMailing Address Belden Town Resort and Lodge 4785 Belden Town Road, Belden, CA 95915Telephone (530) 283 9662

\*Attach letter(s) of authorization signed by the owner(s).

**C. Location of Event**

(Include all lands to be used for parking or incidental purposes)

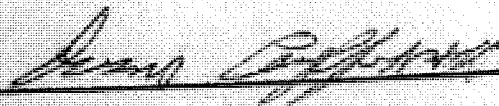
Street Address Belden Town Resort and Lodge 4785 Belden Town Road, Belden, CA 95915 and 'Jack'sNearest town TwainAssessors Parcel Number(s) 002-340-002

Belden Town Resort  
14785 Belden Town Road  
Belden, CA 95915

To Whom It May Concern,

I, Ivan Coffman, owner of Belden Town Resort and Lodge, give my permission for  
*Priceless Music Festival* to take place on 7/4-7/7 2019 at Belden  
Town Resort, (14785 Belden Town Road, Belden, CA 95915) and Jack's Place for  
parking (25311 Hwy 70, Twain, CA 95984).

Thank you,



Ivan Coffman - Owner, Belden Town Resort and Lodge

**D. Dates & Hours of Event**

Dates of Pre-Event Setup: Wednesday July 3, 2019

Dates of Actual Event: Thursday July 4, 2019 thru Sunday July 7, 2019

Dates of Post Event Activities: Sunday July 7, 2019

Hours of Event Activities for each day of Event: 24/7

**E. Number of Attendees and Staff**

Number of Spectators or Participants for each day of Event \_\_\_\_\_

We expect a total of 1200 individuals, including all staff, artist, vendors, and ticket holders.

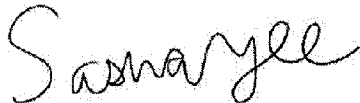
**F. Maps and Diagrams**

Provide maps or diagrams showing the following:

- (a) Location of the property on which the proposed event and all related activities will be held.
- (b) Location of adjacent roads, lots, and residences
- (c) Parking and traffic flow and control plan, including all access ways to and from the property and all interior access ways on the property
- (d) Location of all buildings and structures on the property or to be erected thereon, including but not limited to, all bandstands, stages, tents or other facilities for performers, and bleachers, tents, or seats for those attending
- (e) Location and orientation of loudspeakers
- (f) Location, style, wattage and orientation of all temporary lighting, such lighting shall not illuminate off-site properties.
- (g) Location of camping or other overnight areas
- (h) Location of all toilets, medical facilities, emergency communications, generators, drinking facilities, fire pits or barbecues, and solid waste receptacles.

**Signature (s) of Applicant (s)**

I certify that the information provided is correct and waive any action against the County of Plumas in the event the County's action is set aside due to erroneous information provided hereon.



Signature

2/22/19

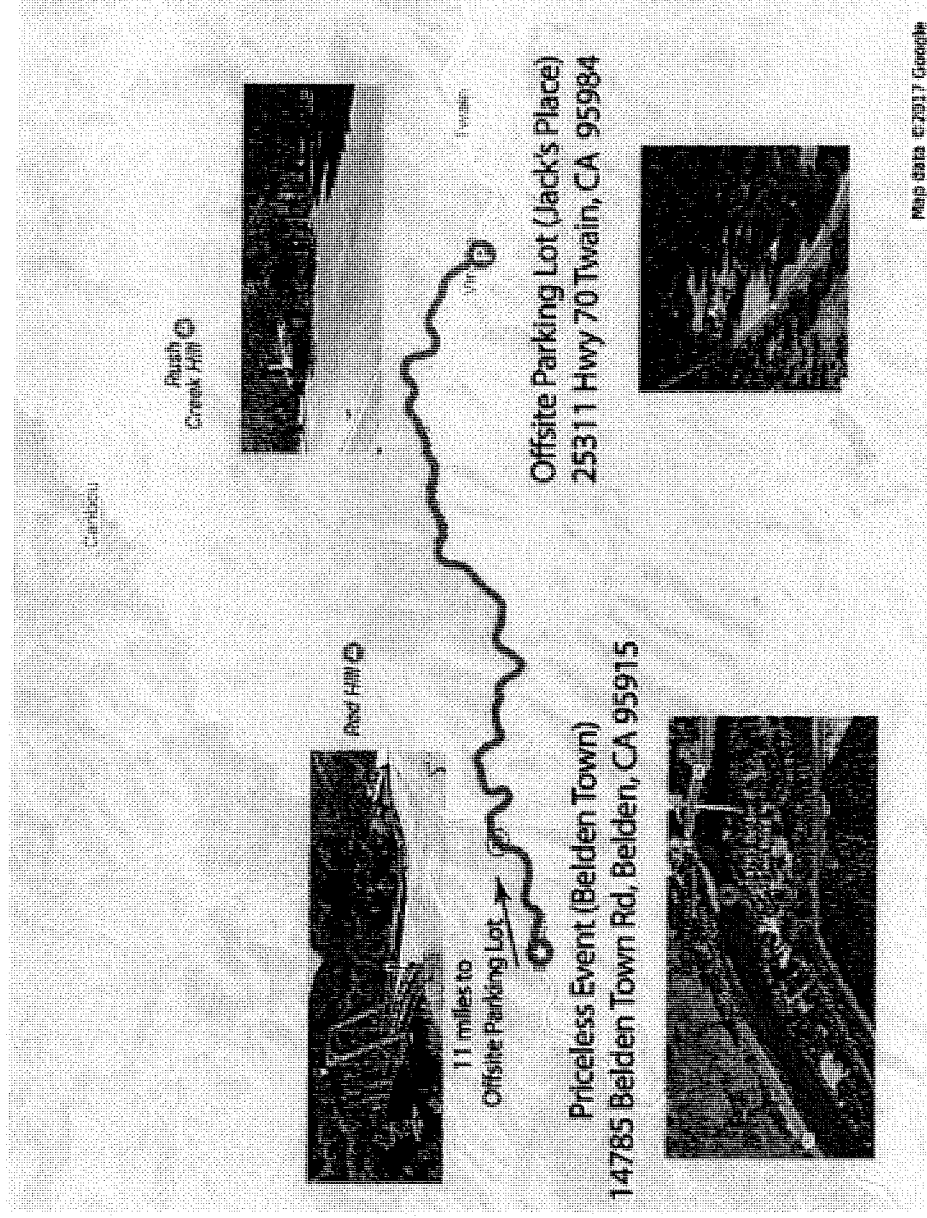
Date

Signature

Date



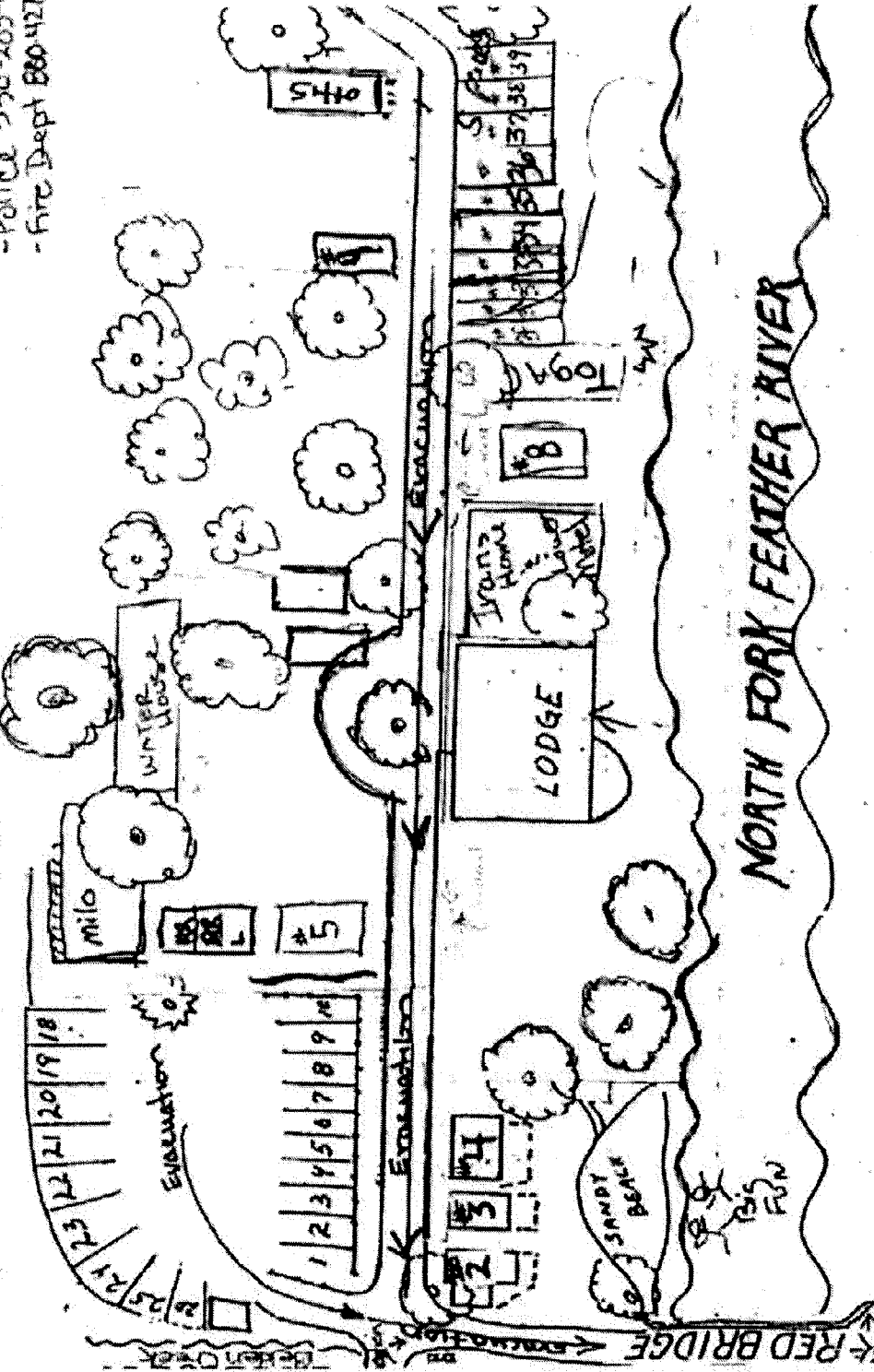
Map (a) - Venue and Offsite Parking



# Map (b) BELDON TOWN RESORT & LODGE

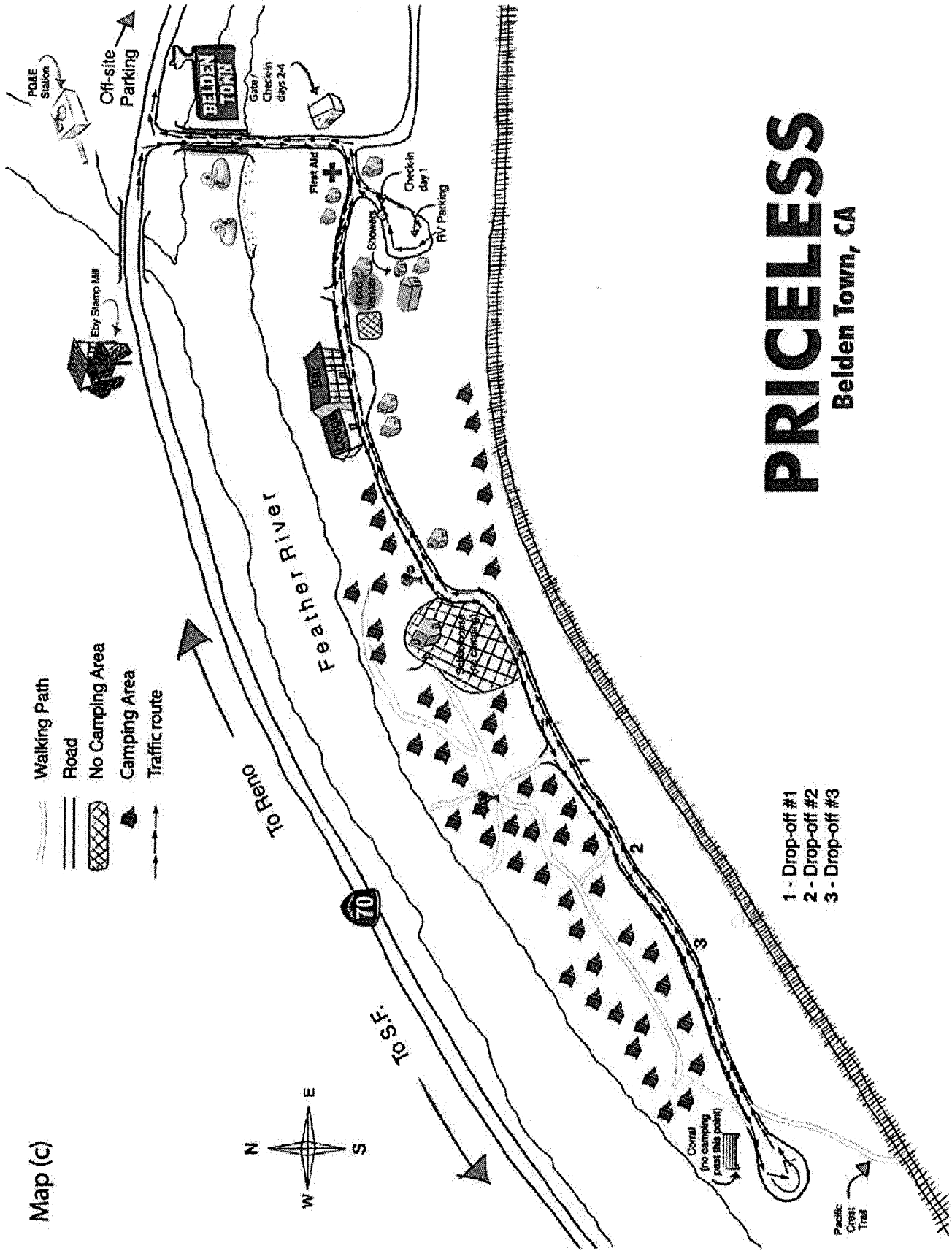
14785 Belden Town Rd., Belden, Ca. 95915

Wildfires  
- ELEVATION 2180  
- Police 530-283-6301  
- Fire Dept 880-427762



TO QUINCY      HWY. 70      TO OROVILLE →

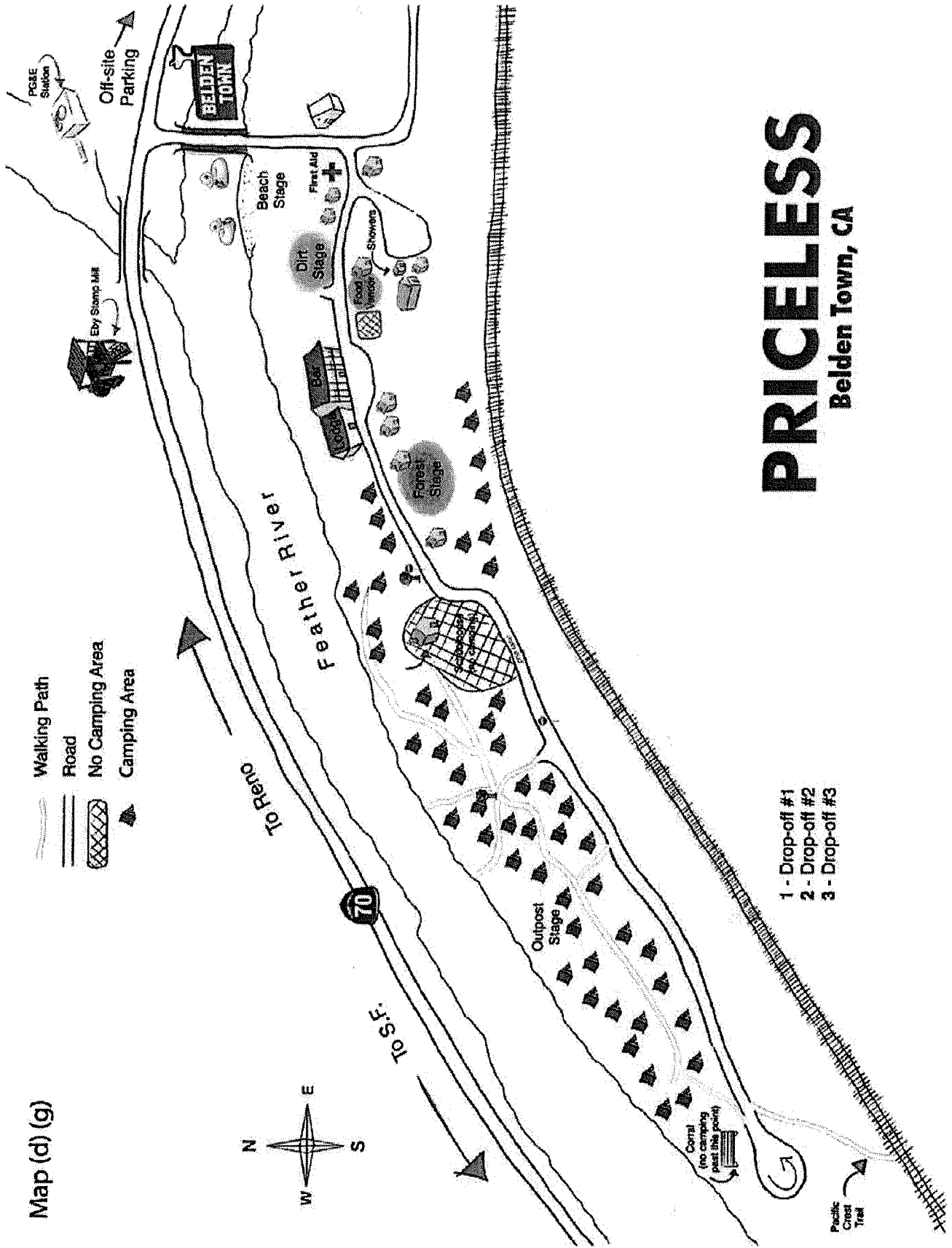
Map (c)



# PRICELESS

Belden Town, CA

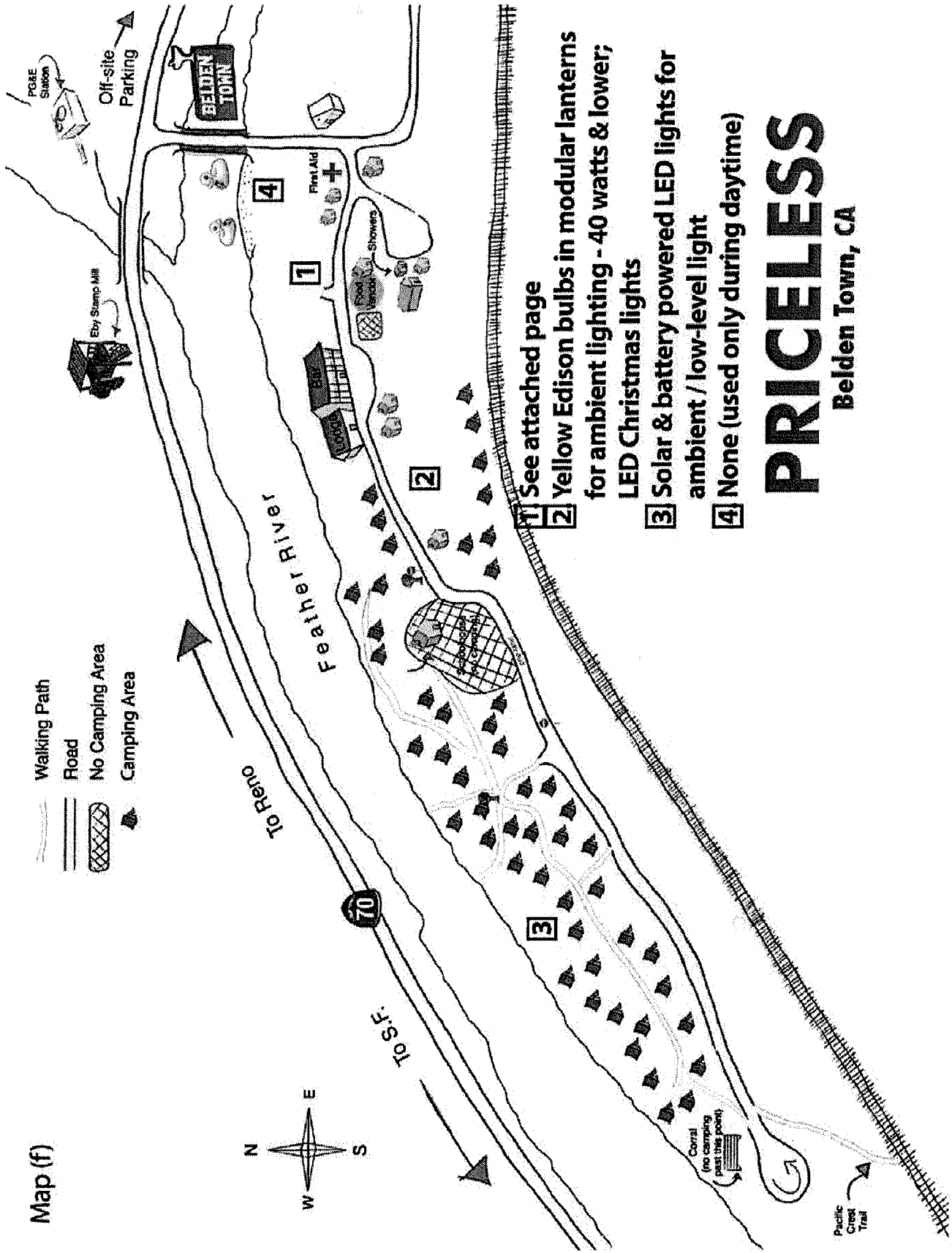
Map (d) (g)



# PRICELESS

Belden Town, CA

Map (f)

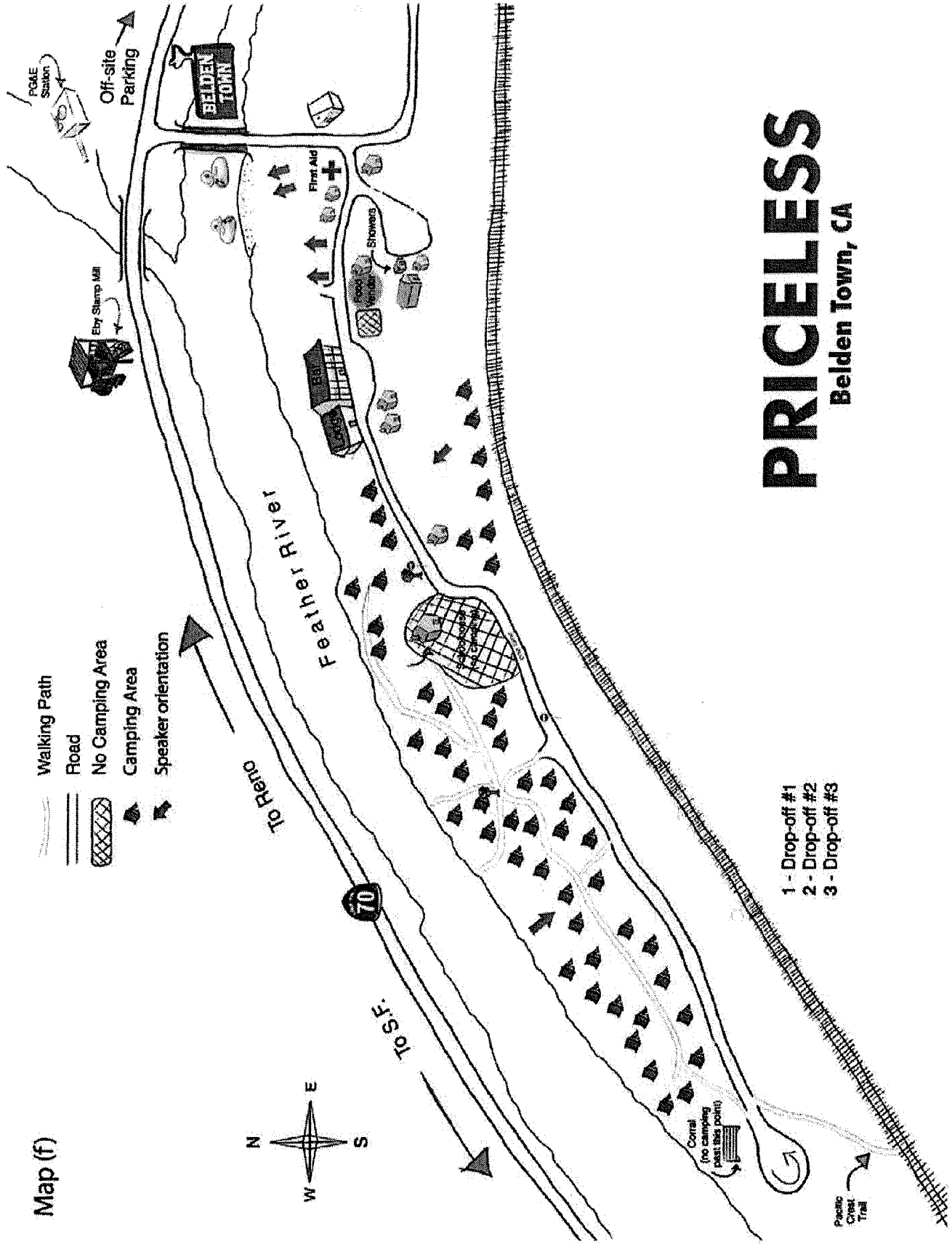


# PRICELESS

Belden Town, CA



Map (f)



# PRICELESS

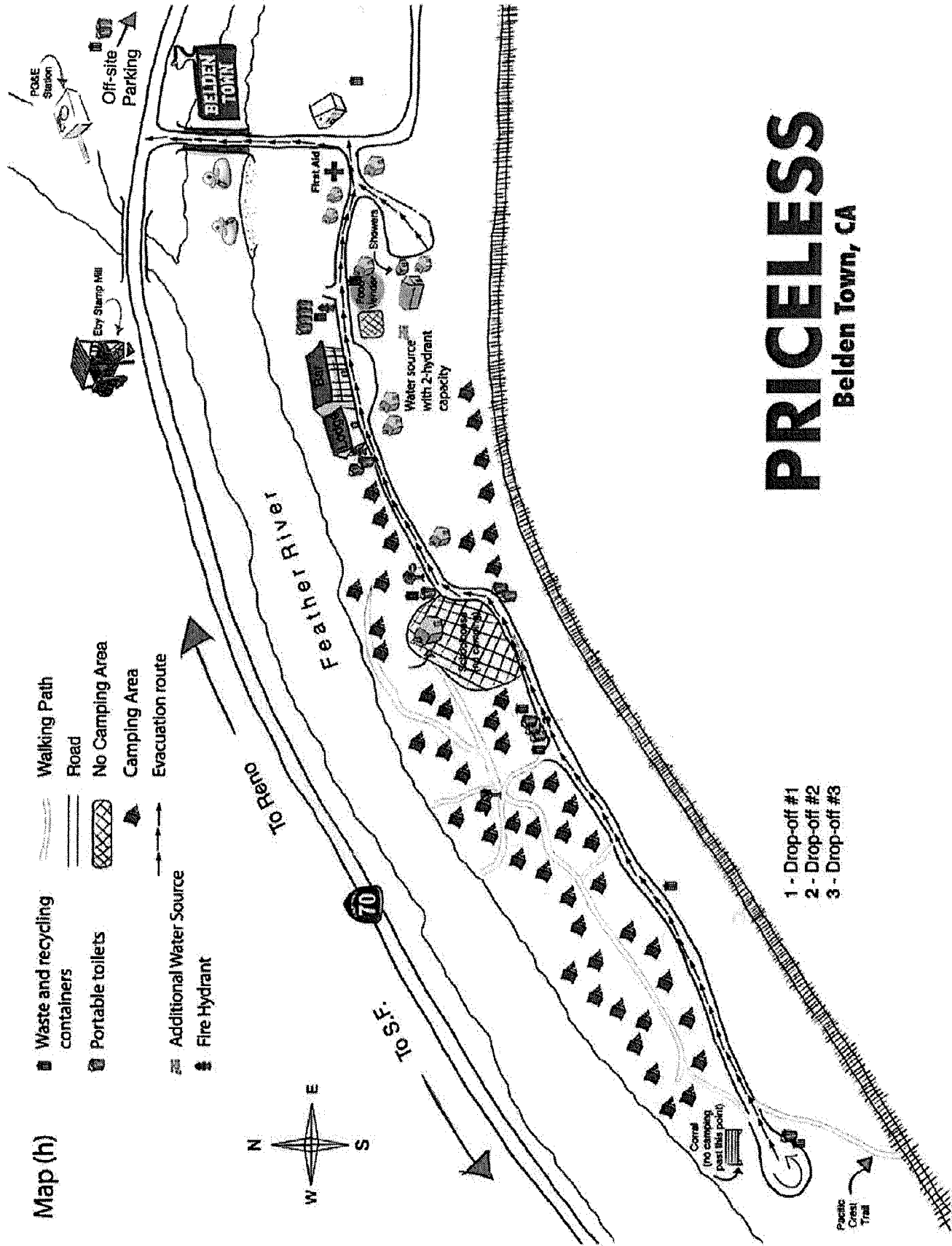
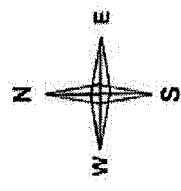
Belden Town, CA

- 1 - Drop-off #1
- 2 - Drop-off #2
- 3 - Drop-off #3

Map (h)

- Waste and recycling containers
- Portable toilets
- Additional Water Source
- Fire Hydrant

- Walking Path
- Road
- No Camping Area
- Camping Area
- Evacuation route



# PRICELESS

Belden Town, CA

### SUPPLEMENTAL OUTDOOR FESTIVAL PERMIT APPLICATION

Describe below, or on an attached sheet, an explanation of the proposed event including plans describing the following information. Include the signature of the approving County authority as required. Programs and plans must be consistent with preliminary application.

Name of Festival Priceless

Dates of Actual Event: 7/4-7/7/2019

**a) Commercial Liability Insurance**

Describe the commercial liability insurance coverage for the proposed event and provide proof of said coverage to the satisfaction of the Plumas County Risk Manager.

Plumas County Risk Manager: 520 Main Street, Room 205  
Quincy, CA 95971  
(530) 283-6041

Please see attached our Certificates of Liability showing our general commercial liability insurance coverage for Priceless.

False Profit maintains general liability insurance throughout the year, and will renew this policy and provide up-to-date certificates as soon as available.

County Agency Approval:

The commercial liability insurance coverage described above, or attached hereto, is approved for the event as described in this application.

GARRETT HARRICK  
Plumas County Risk Manager

Curtis [Signature] 7/21/19  
Signature / Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/24/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies Company 700 Airport Boulevard, Suite 300 Burlingame, CA 94010	CONTACT NAME: Tiffany Chinn	
	PHONE (A/C, No, Ext): 650-762-0400	FAX (A/C, No):
	E-MAIL ADDRESS: tchinn@risk-strategies.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Nonprofits Insurance Alliance of CA	
INSURED False Profit, Inc 340 S Lemon Ave #2678 Walnut Creek CA 91789	INSURER B: QBE Insurance Corporation	39217
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

## COVERAGES

CERTIFICATE NUMBER: 46741958

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		2018-51028- NPO	5/18/2018	5/19/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$20,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY		2018-51028- NPO	5/19/2018	5/19/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Actual Cash Value Comp/Coll Deductible \$500
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Accident Medical Liability		MHH010307	5/19/2018	5/19/2019	Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Policy is automatically renewed unless cancelled

## CERTIFICATE HOLDER

## CANCELLATION

Evidence of Coverage

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mike Christian

ACORD 25 (2016/03)

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/10/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MacCorkle Insurance Services A Risk Strategies Company 700 Airport Boulevard, Suite 300 Burlingame, CA 94010	CONTACT NAME: Tiffany Chinn
	PHONE (A/C, No, Ext): 650-762-0400
	FAX (A/C, No):
	E-MAIL ADDRESS: tchinn@risk-strategies.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: Nonprofits Insurance Alliance of CA
	INSURER B: QBE Insurance Corporation
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

INSURED  
False Profit, Inc  
340 S Lemon Ave #2678  
Walnut Creek CA 91789

## COVERAGES

CERTIFICATE NUMBER: 41826896

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	2018-51028- NPO	5/19/2018	5/19/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$20,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		2018-51028- NPO	5/19/2018	5/19/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Actual Cash Value Comp/Coil Deductible \$500
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N N/A				PER STATUTE OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Accident Medical Liability		MHH010307	5/19/2018	5/19/2018	Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: False Profit Priceless 2018 Event on June 29 - July 4, 2018

Certificate Holder is hereby listed as an Additional Insured as required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

Belden Town Resort & Lodge  
14785 Belden Town Road  
Belden CA 95915

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mike Christian

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ACORD 25 (2016/03)

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## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/10/2018

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<b>PRODUCER</b> MacCorkle Insurance Services A Risk Strategies Company 700 Airport Boulevard, Suite 300 Burlingame, CA 94010	<b>CONTACT NAME:</b>	Tiffany Chinn	
	<b>PHONE (A/C No, Ext):</b>	650-762-0400	<b>FAX (A/C No):</b>
<b>INSURED</b> False Profit, Inc 340 S Lemon Ave #2678 Walnut Creek CA 91789	<b>E-MAIL ADDRESS:</b>	tchinn@risk-strategies.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A: Nonprofits Insurance Alliance of CA		
	INSURER B: QBE Insurance Corporation		39217
	INSURER C:		
	INSURER D:		
INSURER E:			
INSURER F:			

**COVERAGES****CERTIFICATE NUMBER: 41827165****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>		2018-51028- NPO	5/19/2018	5/19/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$20,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			2018-51028- NPO	5/19/2018	5/19/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Actual Cash Value Comp/Coll Deductible \$500
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Accident Medical Liability			MHH010307	5/19/2018	5/19/2019	Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: False Profit Priceless 2018 on June 29-July 4, 2018

Certificate Holder is hereby listed as an Additional Insured as required per written contract.

**CERTIFICATE HOLDER****CANCELLATION**

Plumas Forest Service US Department of Agriculture, Mt. Hough Ranger District 39696 Highway 70 Quincy CA 95971	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Mike Christian

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/10/2018

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**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER** MacCorkle Insurance Services  
A Risk Strategies Company  
700 Airport Boulevard, Suite 300  
Burlingame, CA 94010

**CONTACT NAME:** Tiffany Chinn**PHONE** (A/C, No, Ext): 650-762-0400**FAX** (A/C, No):**E-MAIL ADDRESS:** tchinn@risk-strategies.com**INSURER(S) AFFORDING COVERAGE****NAC#****INSURER A:** Nonprofits Insurance Alliance of CA**INSURER B:** CBE Insurance Corporation

39217

**INSURER C:****INSURER D:****INSURER E:****INSURER F:**

**INSURED**  
False Profit, Inc  
340 S Lemon Ave #2678  
Walnut Creek CA 91789

**COVERAGES****CERTIFICATE NUMBER:** 41827414**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>		2018-51028- NPO	5/19/2018	5/19/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$20,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			2018-51028- NPO	5/19/2018	5/19/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Actual Cash Value Comp/Coll Deductible \$500
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	<b>Accident Medical Liability</b>			MHH010307	5/19/2018	5/19/2019	Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: False Profit Priceless 2018 Event on June 29-July 4, 2018

Certificate Holder is hereby listed as an Additional Insured as required by written contract.

**CERTIFICATE HOLDER**

State of California,  
It's Officers, Agents, and Employees  
86 North Main Street  
Quincy CA 95971

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

**AUTHORIZED REPRESENTATIVE**

Mike Christian

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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PRODUCER MacCorkle Insurance Services  
A Risk Strategies Company  
700 Airport Boulevard, Suite 300  
Burlingame, CA 94010

CONTACT NAME: Tiffany Chinn

PHONE (A/C, No. Ext): 650-762-0400

FAX (A/C, No.):

E-MAIL ADDRESS: tchinn@risk-strategies.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Nonprofits Insurance Alliance of CA

INSURER B: OBE Insurance Corporation

39217

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED  
False Profit, Inc  
340 S Lemon Ave #2678  
Walnut Creek CA 91789

## COVERAGES

CERTIFICATE NUMBER: 41827456

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		2018-51028- NPO	5/19/2018	5/19/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$20,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/PROP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		2018-51028- NPO	5/19/2018	5/19/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Actual Cash Value Comp/Coll Deductible \$500
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTIONS					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Accident Medical Liability		MHH010307	5/19/2018	5/19/2019	Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

False Profit Priceless 2018 Event on June 29 - July 4, 2018  
Certificate Holder is listed as additional insured as required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

State of California, it's Officers, Agents  
and Employees  
P.O. Box 496073  
Redding CA 96049

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mike Christian

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# CERTIFICATE OF LIABILITY INSURANCE

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PRODUCER MacCorkle Insurance Services A Risk Strategies Company 700 Airport Boulevard, Suite 300 Burlingame, CA 94010	CONTACT NAME: Tiffany Chinn
	PHONE (A/C, No, Ext): 650-762-0400
	FAX (A/C, No):
	E-MAIL ADDRESS: tchinn@risk-strategies.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: Nonprofits Insurance Alliance of CA
	INSURER B: OBE Insurance Corporation
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

INSURED  
False Profit, Inc  
340 S Lemon Ave #2678  
Walnut Creek CA 91789

## COVERAGES

CERTIFICATE NUMBER: 41827255

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2018-51028- NPO	5/19/2018	5/19/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$20,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			2018-51028- NPO	5/19/2018	5/19/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Actual Cash Value Comp/Coll Deductible \$500
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N	N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Accident Medical Liability			MHH010307	5/19/2018	5/19/2019	Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

False Profit Priceless 2018 Event on June 29 - July 4, 2018

Certificate Holder is hereby listed as an Additional Insured as required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

Plumas National Forest P.O. Box 11500 159 Lawrence Street Quincy CA 95971-6025	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Mike Christian

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ACORD 25 (2016/03)

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Name of Festival Priceless

Dates of Actual Event: Thursday July 4, 2019 thru Sunday July 7, 2019

**b) Police Protection and Security**

Describe the Police Protection and Security Plan for the proposed event to the satisfaction of the Plumas County Sheriff. Include a plan for the control and prevention of drug consumption and underage alcohol consumption.

Plumas County Sheriff: 1400 East Main Street  
Quincy, CA 95971  
(530) 283-6375

Please see attached page for complete description of our  
Police Protection and security plan

County Agency Approval:

The Police Protection and Security Plans described above, or attached hereto, are approved for the event as described in this application.

  
Plumas County Sheriff

 3/11/19  
Signature / Date

## b) Police Protection and Security

Priceless will have 24-hour security coverage, provided by Belden's security team and High Rock Security, an experienced security firm, PPO # 17462. All security personnel will be well marked, and will have radios for quick response to any incidents during the festival. High Rock Security personnel all have current Guard Cards (i.e. Security Card Licenses from the California Bureau of Security and Investigative Services). At least one patrol (a two-person team) will be on duty at all times, and at least one other patrol will be on call in case of emergencies. In the evening hours, we will run several patrols and continue to have another patrol on call in case something critical occurs.

We will not serve or sell any alcohol at Priceless. Belden's bar is open throughout the weekend, but we do not advertise its presence nor actively encourage it as a source of alcohol. In our first year of operation we learned that encouraging daytime drinking - in particular - leads to less participation by attendees during evening programming, so we've since had a policy of not supporting alcohol distribution. While some of our attendees bring alcohol to the event, they are not, as a rule, heavy drinkers, and we have had very few incidents of alcohol-related medical calls during our tenure.

We also have very few, if any, attendees between the ages of 14 and 21, so we have not in the past been aware of any occurrence of underage drinking. The only alcohol distributed during our event is done by the qualified bartenders at Belden Lodge.

**We do not condone illegal drug use at Priceless, and all of our staff will be vigilant and look for signs of illegal substance dealing, drug paraphernalia sales, issues arising out of illegal substance use, or underage drinking. If any such issues arise, staff will notify security and/or medical staff, as appropriate, who will remove those involved in the sale, distribution and/or use of illicit drugs from the festival.**

Priceless staffs a team devoted to parking, which will coordinate the parking on property in accordance with Plumas County, Belden, and U.S. Forest Service rules and regulations. Priceless sells 50 parking passes for parking in Belden Town. The rest of the vehicles are parked at the off-site property 11 miles away known as Jack's Place, and attendees will be shuttled over from that remote lot. We are applying for Highway Easement / Road Encroachment permits through Plumas County which will allow us to post signage along the Highway, directing attendees to the off-site lot dedicated to attendee parking. .

We will communicate to our attendees before the event that construction area (formerly the rest stop parking area) is not for event use.

Name of Festival Priceless

Dates of Actual Event: Thursday July 4, 2019 thru Sunday July 7, 2019

**c) Emergency Preparedness Plans**

Describe the Fire Protection, Evacuation Plan, and Wildfire Protection Plan for the proposed event to the satisfaction of the Plumas County Office of Emergency Services.

Plumas County Office of Emergency Services:

270 County Hospital Rd. Ste. 127  
Quincy, CA 95971  
(530) 283-6332

Please see attached pages for details regarding our plans for Fire Protection, Evacuation and Wildfire Protection.

**County Agency Approval:**

The Emergency Preparedness Plans described above, or attached hereto, are approved for the event as described in this application.

N. D. Dawson

Director, Plumas County OES

D&P

[Signature]

Signature / Date

3/11/19

## c) Emergency Preparedness Plans

Incidents requiring emergency response will be facilitated by the Priceless Safety Team staff. All Safety Team members will be easily identifiable, and at least one will be available 24 hours a day via radio. Any incidents that require escalation and the support of local/county emergency services will be facilitated through the Priceless Safety Team.

### Priceless Safety Team

The Priceless Safety Team is comprised of the following entities, with the following capabilities:

1. Priceless Event Lead
  - a. The highest-ranked individual person onsite representing False Profit, Inc. They are responsible for coordinating with all Safety and Entertainment departments to ensure the smooth flow of the event.
  - b. Event Leads will be active from 12pm on Thursday July 4th until 3pm Sunday July 7th. Their shifts are 6 hours long.
  - c. They can be reached on Radio using the callsign 'Event Lead.'
2. Mutual Aid Response, Inc.
  - a. Priceless contracts with Mutual Aid Response Services, Inc. (MARS) to provide on-site basic life support and first aid services. In the event an injury or illness requires that a participant be transported off-site to a hospital, they will coordinate with Priceless staff and emergency services to facilitate safe and expedient evacuation from the site.
  - b. MARS coverage begins at 10pm on July 4th, and ends at 5pm on July 7th. A 6 person medical staff will work 6-hour shifts, providing 24-hour coverage. The first aid station will be located at the main entrance, and medical personnel will sleep in Cabin 2. A list of supplies and resources is available on request. Medical personnel can be reached on Radio using the callsign 'Medic.'
3. High Rock Security
  - a. Priceless contracts with High Rock Security to provide public safety services during the event. This includes but is not limited to conflict mediation, wristband checking, interfacing with non-Priceless visitors, and coordinating with appropriate entities and agencies to ensure public safety.
  - b. High Rock coverage begins at 2pm on July 4th and ends at 2pm, July 7th. They will have 6 personnel working 8-hour shifts.
  - c. High Rock staff can be reached on Radio, using the callsign 'High Rock.'
4. Belden Town Security
  - a. Belden Town has its own security personnel to support Priceless Staff to provide public safety services during the event, particularly in cases that involve non ticket holding attendees, non-Priceless visitors to Belden Town, and in cases

where Priceless staff rely on Belden infrastructure and policy. For example, an Emergency Evacuation.

- b. Coverage begins 10am on Thursday July 4th and ends at 6pm on Sunday July 7th.
- c. Belden staff can be reached on Radio, through the Event Lead on shift as needed.

5. Door Operations (support role)

- a. Due to Belden Town's unique access/egress characteristic, Priceless' Door Operations will be involved in the event of an emergency. They will coordinate with the appropriate Priceless, Belden Town, and other authorities to ensure traffic flow into and out of Belden is conducted in a safe manner.
- b. Door Operations begin on 12p on Thursday July 4th and officially end at 2pm Sunday July 7th. There will always be at least 2 people staffing the Door.
- c. Door staff can be reached on Radio, using the callsign 'Door.'

6. Shuttle Operations (support role)

- a. Because most of the participants' vehicles will be off-site (see Parking Plan), the shuttles will assist in evacuations in the event that evacuations take place while the Shuttle is in service.
- b. During normal event services, the shuttle service will run from 11am Thursday July 4th to 2pm Sunday July 7th and will consist of 2 buses making trips between Belden Town and the Lots approximately every 30 minutes. Each shuttle carries approximately 50 people.
- c. Due to the distances between Belden Town and the Parking Lots, drivers will be out of radio contact for most of their route but will be accessible via cell phone.

## Evacuation Plan

To prepare for emergency evacuations, roadways in Belden are kept clear and fire lanes clearly marked. Cars are parked facing the direction of evacuation, per Federal and County regulation. Enough cars are kept on site to be able to implement the evacuation plan. Belden staff are in charge of the evacuation procedure and our staff will assist them as necessary to complete evacuation.

The Priceless evacuation plan is indicated on the attached maps. Attendees will be notified of the evacuation plan by email prior to the event and via printed materials provided at arrival, including program and map.

Once staff is notified of an evacuation requirement from CalFire, the CHP, the Sheriff's Office, or Plumas County, the security team and event leads will assemble with Belden staff to review plans and assignments.



No breakdown of camps or of event infrastructure will occur at the time of evacuation; only living beings will be evacuated. Priceless Event Leads, Parking, and Door staff will oversee vehicle traffic.

If evacuation becomes necessary, a 3 pulse temporal pattern in 4 second cycles will sound, and the security team will move through the campground area with megaphones, informing participants of the call for evacuation, direct them to collect Identification and any life sustaining prescription medications, and to immediately do the following, as applies to them:

1. "On site Vehicles": Attendees who have vehicles parked in Belden will be directed to get in their vehicles and proceed to the Belden RV parking lot.
2. "Off site Vehicles": Participants with vehicles in the off-site lots will be instructed to get their keys, report to the RV parking lot and prepare to assist in evacuating other participants off-site.
3. "Carpoolers": Participants who do not have vehicles onsite or in the off site lots will be instructed to assemble at the front of the lodge and will then be directed by Priceless event staff to proceed in groups of 4 to the RV lot as evacuation vehicles return to Belden where they will be picked up.

Once in the RV parking lot, "Onsite Cars" will fill their remaining seats\* with drivers\*\* of off site vehicles and drive them to the offsite parking lot so that they in turn can retrieve their vehicles and assist in the evacuation. This process will iterate as required, using our shuttle if the Emergency takes place while the shuttle is on site.

\* To ensure safety, only seats with appropriate seatbelts will be filled.

\*\* Only drivers will be ferried to the offsite parking lot, in order to maximize the number of cars returning to Belden to assist in evacuation.

All vehicles returning to Belden from the offsite parking lot will load passengers in the Belden RV lot and proceed southwest along the evacuation route as specified by CalFire/CHP/Sheriff/Plumas County.

Note: Belden staff has indicated that because emergency vehicles come from Quincy, evacuation is expected to be directed onto CA 70 West.

Priceless event leads and security will conduct additional ongoing sweeps through all campground areas to verify evacuation - there will be a minimum of 4 coordinated comprehensive sweeps to confirm that attendees are evacuating. Staff, not including event leads, will evacuate with participants. Once staff and participant evacuation is complete, a 'last call' alarm signal in a 3 pulse pattern will sound and security and event leads will evacuate.

## Fire Protection and Wildfire Protection Plan

### COMMUNITY AWARENESS

We clearly communicate to all of our attendees that no campfires, fire art, fire activities, or open flames are allowed at the event, and that all propane/camping stoves require a fire permit in accordance with USDA Forest Service regulations. Burn bans and fire conditions at the time of the event are also communicated to all attendees before the event begins. We additionally post fire prevention signs in campsites.

Our security team conducts routine walking patrols throughout the town and campgrounds and remains vigilant for any fire activity. In addition, all participants are made aware of the danger of any fire, and instructed to report any smoke, fire, or dangerous circumstances to the security team or Priceless staff. Belden Town staff will notify the Fire department, and associated First Responders necessary of a fire by phone.

### WATER SOURCES

In addition, in the event of fire, Belden has two dedicated fire hydrants, as well as one additional water source with hose-hook-up capability for use in fire-fighting that we have been informed is able to produce the output of 2 hydrants. Locations of these water sources are indicated in the attached map. Additionally, there are numerous spigot and residential hose hook-ups throughout Belden.

### WATER HOSES

Belden possesses the following hoses and appropriate reducers for said hoses:

10 x 1.5 inch (100 feet each)

8 x 1 inch (100 feet each)

3 x 2 inch (50 feet each)

2 x 3.5 inch (100 feet each)

***Campfires and camp stoves.*** Communal Barbeque grills are provided for the use of attendees. They are not moved to any personal campsites or campgrounds and remain in one location during the entirety of the event. These BBQ/propane grills will be on Belden property on a graveled surface with a hose within the immediate area for use in emergency. Our security team and staff are aware of and will actively enforce these restrictions. We will once again both: (a) direct people pre-event to a location online where they can find permits for camp stoves; and (b) have these permits available at our main entry station for attendees to obtain and fill out.

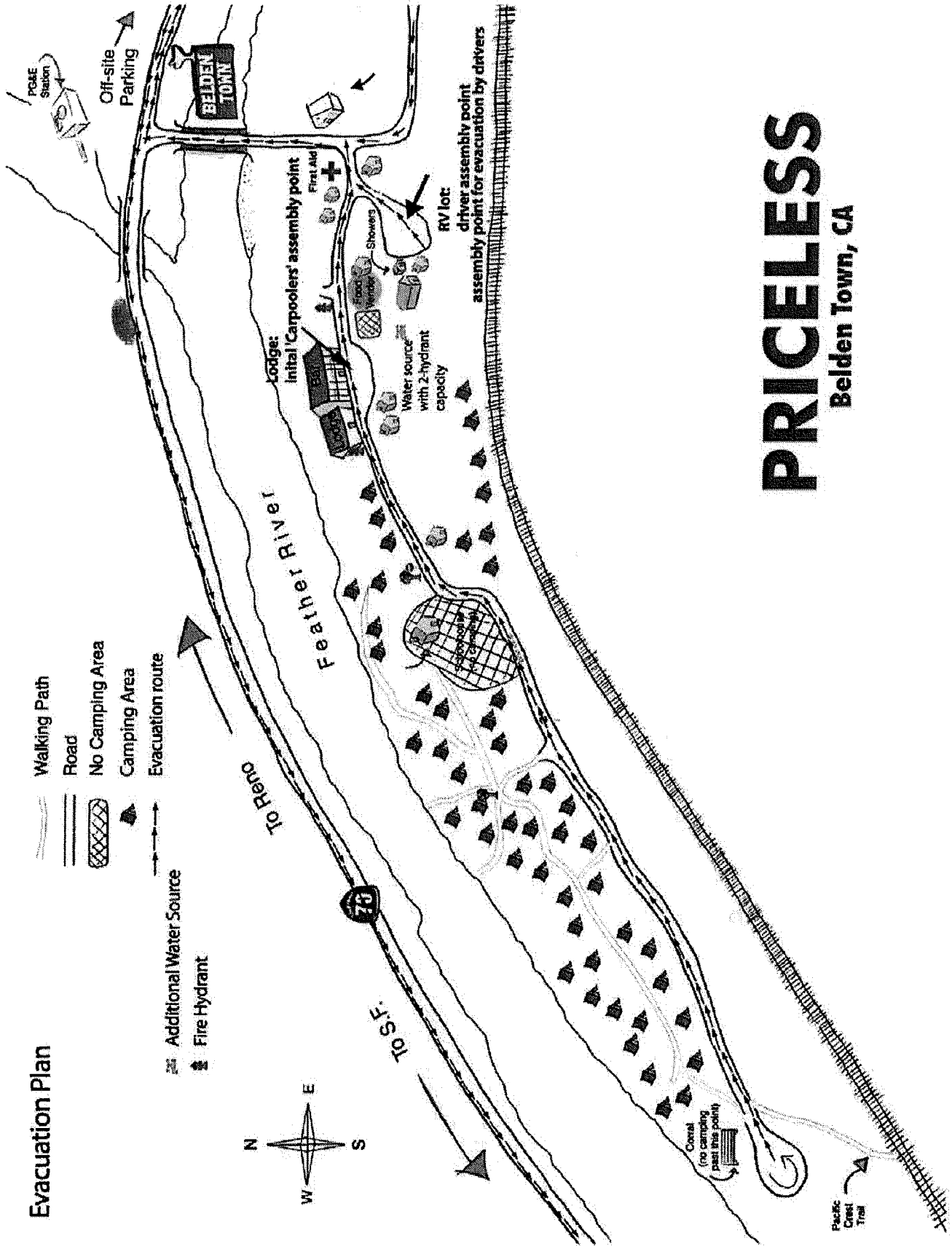
***Fireworks, generators, and portable equipment.*** The use of fireworks and portable equipment such as welding, cutting, or chainsaws is not permitted at Priceless. These restrictions will also be clearly communicated to attendees. In addition, if generators are used as part of an art project or as an emergency power supply, Priceless security and staff will ensure

compliance with Cal. PRC § 4442, for example by ensuring that generators are only operated on land that is not forest-covered, brush-covered, or grass-covered.

**Smoking.** Programming and planned activities at Priceless are held largely on pavement or in areas without vegetation. Smokers will be encouraged by security to use such areas for smoking. Security is trained to identify unsafe smoking practices and intervene to encourage smokers to use only safe areas. In past years, consistent with our leave-no-trace philosophy, we have provided lidded ashtrays for smokers to use to safely dispose of cigarette waste.

**Parking in dry grass.** Our designated parking areas either (a) are cut to ensure that there will be no car body or engine contact with plant life or dried plant matter or (b) do not contain live or dry plant matter. Designated parking areas are also watered down before the event to minimize the possibility of sudden combustion/spark ignition.

# Evacuation Plan



**PRICELESS**  
Belden Town, CA

Name of Festival Priceless

total participants: 1200

Dates of Actual Event: Thursday July 4, 2019 thru Sunday July 7, 2019

**d) Water Supply and Sanitation Facilities, Food Provisions, and Solid Waste Clean-up & Recycling Plans**

Describe water supply and sanitation facility plans, provisions for food handling and the solid waste clean-up and recycling plans for the proposed event to the satisfaction of the Plumas County Department of Environmental Health.

Plumas County Department of Environmental Health

270 County Hospital Rd. Ste. 127  
Quincy, CA 95971  
(530) 283-6355

Please see attached page for complete description of plans for Food Provisions, Sanitation Facilities, Water Supply, and Solid Waste clean up.

*Change required:*

*Solid waste-recycling - Recycling should be completed within 48-hours of the end of the festival. Any unsorted solid waste after that time needs to be placed in the bins provided by Feather River Disposal for disposal.*

*Application approved with above change.*

County Agency Approval:

The plans described above, or attached hereto, are approved for the event as described in this application.

Trinity Stirling  
Plumas County Environmental Health

*Trinity Stirling* 3/11/19  
Signature / Date



## d) Water Supply and Sanitation Facilities, Food Provisions, and Solid Waste Clean-up & Recycling Plan

### FOOD PROVISIONS

The Belden Town restaurant will be open for food service from 7am until 10 pm each day. Snacks and beverages can also be obtained at Belden's store, which is kept fully stocked during Priceless. Priceless also employs a food vendor that will provide the bulk of the Festival attendees' food needs. At least 30 days prior to the event Priceless will submit an Event Coordinator application to Environmental Health which will include the names and contact information for any temporary or mobile food vendors. We expect and require the vendors to comply with all state and county health department requirements, including submitting a Temporary Food/Mobile Food Facility application at least 30 days prior to the event.

Priceless may serve snacks to attendees as part of our activities. We will apply for a temporary food facility permit and follow regulations as outlined by the Plumas County Environmental Health, and apply for the relevant permits from the Department of Environmental Health. If Priceless serves pre-packaged snacks, they will be served under a canopy. If we prepare food on site for the general public, it will be prepared in a fully enclosed canopy with hand washing and dishwashing stations (temporary food facility). We may provide facilities, such as a grill, for attendees to cook for themselves only. We may use the on-site cabins to prepare food for staff, volunteers, and artists but will not use cabins to prepare food for the general public.

### WATER SUPPLY

Belden has two water sources and holds a current permit for these water sources, so we will be relying primarily on the Belden system for our water supply. These water sources include one easy-to-access water fountain spigot in a central location. A Belden also sells bottled water in their store. We continually communicate to everyone to stay healthy and hydrated, including in pre-event emails and as part of our entry communication to new arrivals.

### SEWAGE DISPOSAL

We will be using Ben Toilet Rentals, based in Gridley, for portable toilets. For the expected 1200 total, Ben's Toilets will provide 48 porta-potties and 6 wash stations. This equipment will be cleaned daily--once on Friday, once on Saturday, and once on Sunday, as recommended by Ben Toilets and Plumas County in past years. In addition, Belden provides men's and women's bathrooms in the lodge, men's and women's bathrooms in their shower area, and ten bathrooms in their cabins. Two of the portable toilets will be stationed at the off-site parking area. Ben's

HS 3/11/19

Toilets is required to and expects to have a current permit - to - operate with Plumas County at the time of the event.

#### WASTE WATER DISPOSAL

We understand that it is unacceptable to dispose of hand and dishwashing, and food prep wastewater on the ground or surrounding dirt and vegetation.

We will ensure that any food vendor contracted with Priceless will operate with the appropriate containers for waste water, and that the wastewater will be disposed of in the Grey Water tank rented from Ben's Toilets and services throughout the event not on the ground or surrounding vegetation.

#### SOLID WASTE-RECYCLING

Priceless is a leave-no-trace event, and we communicate to our attendees that they are responsible for packing out their own trash. Compliance with this policy is fairly high, since our attendees are used to practicing leave-no-trace ethics at other community events. Priceless also provides seven waste collection stations, placed in common areas as noted on the attached map. Each station has three containers: (1) landfill, (2) cans & bottles recycling, (3) compost/food scraps. Event staff will service each of these stations a minimum of six times per day. Campers in camping areas will be informed that they are responsible for collecting waste in their own area, although event staff will also ensure these areas are left clean after the event. The number, location and servicing of solid waste bins or containers will be adequate to prevent odors, leakage, overflow or flies. A bin of adequate size will also be located at the offsite parking area.

Compostable material will be collected in special compostable green bags and transported in a truck by event staff to Recology San Francisco for processing. All recycling and other solid waste will be collected in blue and clear bags and placed in 2 40-yard containers located to the east of the event entrance. These containers, provided by Feather River Disposal (Waste Management Inc), will be delivered prior to the start of the event and hauled away after the end of the event. These containers have consistently met our solid waste needs over the years, and based on our experience, we fully expect it to be adequate this year as well. Belden Staff will ensure the dumpster will be serviced in a timely manner to prevent leakage, odors and access by rodents or other animals.

*\* see note on cover page*

*THS 3/11/19*

Name of Festival Priceless

Dates of Actual Event: Thursday July 4, 2019 thru Sunday July 7, 2019

**e) Medical Facilities & Services**

Describe the medical facilities and services, including access for ambulances and paramedics or emergency medical technicians for the proposed event to the satisfaction of the Plumas County Health Officer.

Plumas County Public Health Agency

270 County Hospital Rd. Ste. 206  
Quincy, CA 95971  
(530) 283-6330

**Please see attached page for complete description of our Medical Facilities and Services Plan.**

County Agency Approval:

The Medical Facilities and Services Plans described above, or attached hereto, are approved for the event as described in this application.

\_\_\_\_\_  
Plumas County Health Officer

\_\_\_\_\_  
Signature / Date

### e) Medical Facilities & Services


Priceless will have medical support available on-site, provided by Mutual Aid Response Services Inc. (MARS Medical, <http://www.mars911.info/>). For all medical issues other than critical injuries or rescue situations, we have sufficient resources to either treat injuries on site or provide transportation to local medical centers.

Members of the Public Health Department have been extraordinarily generous with their time in discussing medical support needs with us and our professional on-site medical staffing personnel. In cooperation with the Public Health Department we have developed the emergency medical support plan that appears below. Based on our event's history, size, and type, we believe that this plan will permit us to address on-site any medical issues that are likely to arise. In 12 years producing Priceless we have only required ambulance evacuation twice. Both of these cases occurred before we secured our current professional on-site medical and security staffing. Our medical staffing and plan includes:

- We will provide at least two California-licensed EMS providers, one with EMT-B certification or higher and one with EMT-P certification or higher. Both will be available and stationed at a dedicated First Aid Station clearly marked and accessible to attendees.
- An automated external defibrillator (AED) and certified CPR staff will be available at all times.
- These medics will evaluate and treat any injury or illness brought to the attention of the Priceless staff.
- On-site medics will perform assessment to determine appropriate treatment, and whether treatment should be on-site or at a local medical center. If treatment at a medical center is required or advised, the medics will make recommendations regarding the appropriate mode of transportation.
- Medics will administer BLS (basic life support) care, including treatment of cuts, scrapes, sprains, and other injuries, which do not require escalated diagnostics or specialist consultation.
- Basic resuscitation equipment and medications as well as other basic equipment and supplies, all provided by MARS Medical, will be available for the medics' use. This will include a blood pressure cuff, basic splinting and bandaging supplies, and immobilization devices.
- In addition to an AED, medical personnel also have available basic resuscitation equipment and medications to include an adult BVM (bag-valve-mask) device, oxygen and nasal cannula, epinephrine for IM use (EpiPen), naloxone for IM/IN use (available OTC), and basic BLS airway, splinting, and immobilization devices.
- A vehicle will be kept ready to transport the medics to the patient if necessary.

#### County Agency Approval:

The Medical Facilities and Services Plans described above, or attached hereto, are approved for the event as described in this application.

  
Mark Satterfield, M.D. Plumas County Health Officer

  
Date 4/1/19

- A vehicle and driver will also be kept ready to transport an injured or ill participant or staff member to a local medical facility if that participant does not have a vehicle available and the medical event does not warrant an ambulance call.
- All Priceless, Belden, High Rock, and MARS staff on duty are on the same radio network 24 hours a day throughout the duration of the event, remaining in constant communication. Priceless staff and medical staff on duty will have at least two fully functional cellular devices on hand to use in the event that an emergency warrants a call for off-site services. Belden Lodge has a landline that is available for our use in the event that on-site cellular communications are unavailable due to reasons beyond our control.
- Our medical services provider, MARS Medical, will complete ICS Forms 201, 202, 205, and 206, and these documents will be available to county agencies, venue staff, event personnel, and medical personnel. They will be completed at least two weeks prior to the event.

Additional measures related to emergency services and safety include:

- Priceless will have additional individuals with medical certification (including at least four staff members with CPR, AED, and/or wilderness first aid certification) on site, working on our security or production teams.
- We will have tight integration between event leads, High Rock Security, MARS Medical, and Belden staff to provide seamless and consistent monitoring and emergency response capabilities. Both Belden staff and High Rock Security staff are trained to handle emergency situations, and will be prepared and equipped to do so in the event of an emergency at Priceless. Our event staff will be clearly identifiable and carry radios in the event of emergency. One patrol (a two-person team) is on duty at all times, and at least one other patrol is on call in case of all types of emergencies, including medical. In the evening hours, we run several patrols and continue to have a patrol on call in case something critical occurs.
- Over thirteen years, with input from numerous agencies, we have honed an efficient traffic and parking management system that leaves only as many cars on-site as needed to accomplish an evacuation, and that provides clearance for emergency vehicles (see the section entitled *Evacuation Plan* in this permit application).
- Neither Priceless staff nor any vendors hired by Priceless sell or distribute alcohol to attendees. (Belden Resort does sell alcohol at their licensed bar, which is typically open from around 10am until sometime between 10pm and 1am each day.)
- Our email communications to ticket-holders will include language regarding river safety, including a warning that we do not provide lifeguards, and we will post "Swim At Your Own Risk" signage on the Belden beach.
- While we will not have certified lifeguards on duty, we will schedule dedicated beach lookouts who remain vigilant during periods of high river usage.
- We will clearly communicate to all of our attendees that no campfires, fire art, fire activities, or open flames are allowed at the event, and that all propane/camping stoves require a fire permit in accordance with USDA Forest Service regulations. We will

County Agency Approval:

The Medical Facilities and Services Plans described above, or attached hereto, are approved for the event as described in this application.

  
Mark Satterfield, M.D. Plumas County Health Officer

Date 4/1/19



additionally post fire prevention signs in campsites. For additional fire safety measures, see the *Fire Protection and Emergency Preparedness* section of this permit application.

- While Priceless staff, MARS Medical, and High Rock Security will be focused on the safety of Priceless event participants, it is our expectation that Belden's staff will have sole responsibility for the safety of bystanders, specifically for any non-ticket-holder Belden Resort (bar, restaurant, and store) patrons, including local passersby and any hikers from the nearby Pacific Crest Trail.

County Agency Approval:

The Medical Facilities and Services Plans described above, or attached hereto, are approved for the event as described in this application.

  
Mark Satterfield, M.D. Plumas County Health Officer

  
Date

Name of Festival Priceless

Dates of Actual Event: Thursday July 4, 2019 thru Sunday July 7, 2019

**f) Parking plan**

Describe the parking plan for the proposed event to the satisfaction of the Plumas County Planning Department.

Plumas County Planning Department

555 Main Street  
Quincy, CA 95971  
(530) 283-7011

Please see attached page for complete description of our Parking Plan.

County Agency Approval:

The parking plan described above, or attached hereto, is approved for the event as described in this application.

\_\_\_\_\_  
Plumas County Planning Department

Randy Weber 3/11/19  
Signature / Date

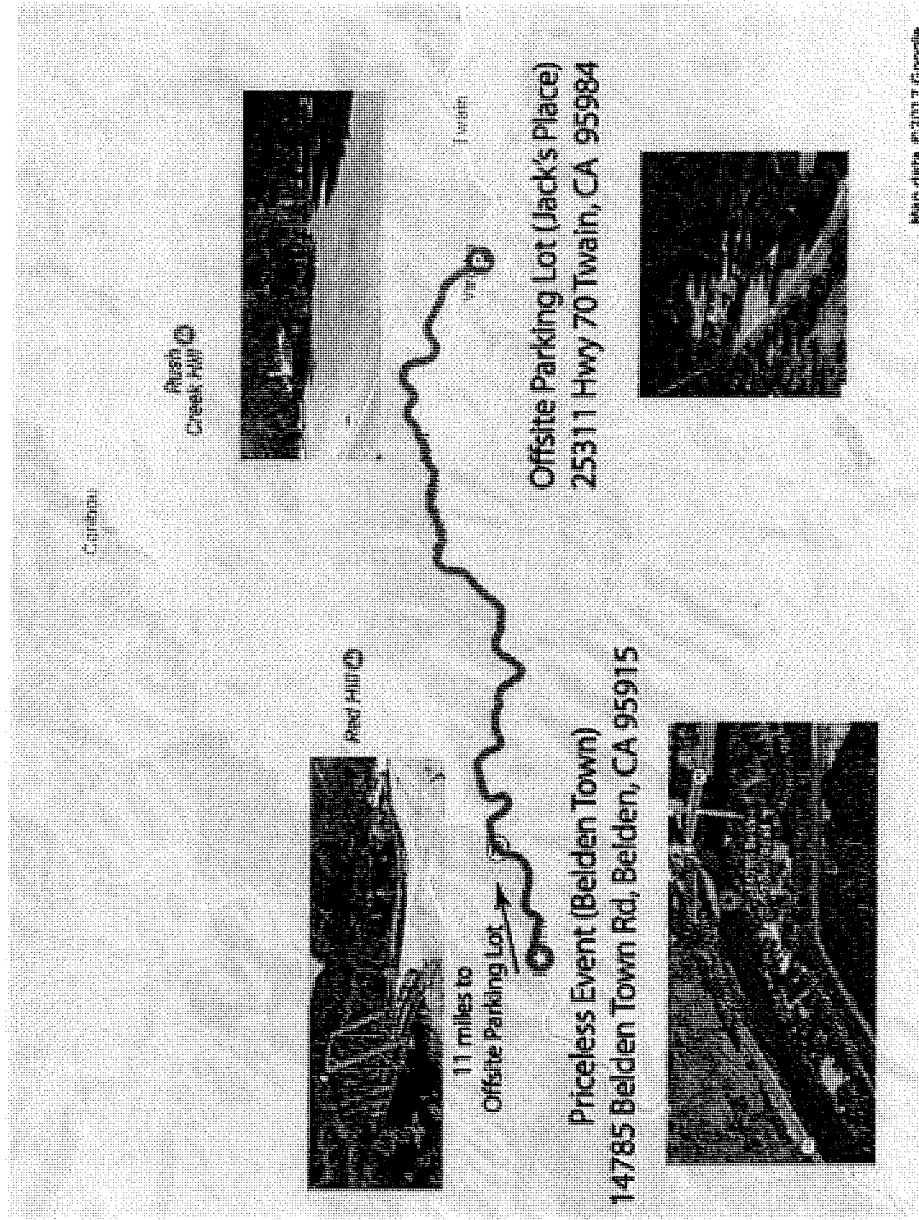
## f) Parking Plan

Priceless staffs a team devoted to Parking, which will coordinate parking on property in accordance with County, Belden, and US Forest Service rules and regulations.

Priceless sells 50 parking passes for parking in Belden Town.

The rest of the vehicles will be parked at the offsite property 11 miles away known as Jack's Place, and attendees will be shuttled over from that remote lot. We have applications submitted for Highway Encroachment/Easement permits through Caltrans, which will allow us to post signage along Highway 70, directing attendees to this offsite lot dedicated to attendee parking. This Permit application can be confirmed through Carla Shuman ([carla.shuman@dot.ca.gov](mailto:carla.shuman@dot.ca.gov)). We will also have a dumpster and 2 porta potties at the offsite area to ensure proper sanitation.

## Map (a) - Venue and Offsite Parking



Name of Festival Priceless

Dates of Actual Event: Thursday July 4, 2019 thru Sunday July 7, 2019

**g) Traffic Control Plan**

Describe the vehicle ingress and egress and off and on-site traffic control for the proposed event to the satisfaction of the Plumas County Department of Public Works.

Plumas County Department of Public Works


1834 E. Main Street  
Quincy, CA 95971  
(530) 283-6268

Please see attached page for complete description of our Traffic Control Plan.

County Agency Approval:

The traffic control plan as described above, or attached hereto, is approved for the event as described in this application.

Mark Crews  
Plumas County Department of Public Works

 3-11-19  
Signature / Date

## g) Traffic Control Plan

### *Access/On Site Traffic Control*

#### Before Event Begins

- Belden will pick up the 'Special Event' signs from Caltrans so people know to slow down while people are turning onto the bridge from Highway 70.
- Set up 'No Event Parking' signs at the rest stop on the opposite side of Highway 70 from Belden. Assign staff to monitor the area throughout the time attendees are arriving to ensure that the area is not used by Priceless attendees. We also actively engage in pre-event communications to highlight that this area is NOT for use by Priceless attendees.
- We use signage and staff to prep and manage the area:
  - Prep staff off bridge and up to the RV lot to direct arrival traffic flow
  - Post "no parking" and don't allow parking along the high road near the main camping area to maintain the fire lane.
  - Use staff to manage the width of the fire lane we need along the entire road.

#### As People Arrive

- The first day/night we set up check-in in the RV lot. Attendees cross the bridge and drive into the RV lot in a loop around the perimeter, stopping to check in when they are faced with their noses pointing out back toward the bridge, ready to drive back out of the lot.
- They are then directed slowly out of the lot and through the town.
- First traffic stop person controls cars at the edge of the lodge to be sure there is clearance to drive.
- Second traffic stop person is at The Tree just before the road starts sloping upward at the Southwest end of town. This person controls incoming cars to ensure there is a place for the cars ahead to unload and the road is clear to drive.
- Monitors are stationed at unloading zones 1, 2, and 3 to communicate open unloading zones for incoming cars before sending cars into the unloading zones. The second traffic stop person allows cars past them only when the monitors indicate there is an open spot, so no one is waiting in the road up ahead.
- We don't allow anyone to leave their cars to find a camping spot. They are asked to unload and then immediately get back into their cars to drive to and park in the off site lot.
- We don't allow any onsite parking along the road until the end of the second day (Friday), once we feel confident that the vast majority of our attendees have arrived and unloaded, to ensure the maximum number of unloading zones are available.
- Drivers of cars left too long at the unloading zones are identified and then called out publicly via bullhorn. Searches for the drivers continue until the cars are relocated.



- The second day, the check-in gate is moved to the 'gas station' building at the end of the bridge to catch late arrivals. We additionally have support staff to help manage the traffic flow along the route at every point.

#### As People Leave

- We use the same traffic stop stations to manage flow along the road
- Car arrivals are staggered by the schedule of the shuttles. All the cars arrive in a row (from the drivers on the last shuttle) and we control their movements into and out of the loading zones before the next shuttle load arrives.
- Drivers of cars left too long at the loading zones are identified and then called out via megaphone. Searches for the drivers continue until the cars are relocated.

#### OTHER PARKING/TRAFFIC MANAGEMENT

- Cars left too long in non-parking spaces or without onsite parking passes are tagged using glass markers.
  - Note 1 is polite and requests that the cars be moved quickly.
  - Note 2 is direct and demands car relocation.
  - Note 3 says that the car will be towed if not moved by X deadline
- In the past, we have not had to tow a car for traffic reasons; our only tows have been for mechanical breakdowns.

Name of Festival Priceless

Dates of Actual Event: Thursday July 4, 2019 thru Sunday July 7, 2019

**i 4) Transient Occupancy Taxes**

If it is proposed or expected that spectators or participants will remain overnight, include provisions for the collection of transient occupancy taxes in accordance with Chapter 4 of Title 3 of the Plumas County Code to the satisfaction of the Plumas County Tax Collector.

Plumas County Tax Collector

520 Main Street, Room 203  
Quincy, CA 95971  
(530) 283-6260

County Agency Approval:

The provisions for collecting transient occupancy taxes as described above, or attached hereto, are approved for the event as described in this application.

\_\_\_\_\_  
Plumas County Tax Collector

Martee Johnson 3/11/19  
Signature / Date

**COUNTY TREASURER & TAX COLLECTOR**

P.O. BOX 176, QUINCY, CALIFORNIA 95971 (530)283-6260



**REGISTRATION FORM**

UNIFORM TRANSIENT OCCUPANCY TAX  
ORDINANCE NO. 544  
COUNTY OF PLUMAS, STATE OF CALIFORNIA

For Office Use Only:

Issue Date: \_\_\_\_\_

Eff. Date: \_\_\_\_\_

Location: \_\_\_\_\_

Type: \_\_\_\_\_

DATE 1/30/2017

CERT.# \_\_\_\_\_

(To be assigned by Tax Collector)

TO: PLUMAS COUNTY TAX COLLECTOR  
P.O. BOX 176  
QUINCY, CA. 95971

1. OWNER OF BUSINESS False Profit Inc

OWNER'S MAILING ADDRESS 1307 Gateview Ave Unit A San Francisco CA 94130

OWNER'S TELEPHONE NUMBER (510) 329-8261

2. NAME OF BUSINESS ESTABLISHMENT False Profit Inc

MAILING ADDRESS OF BUSINESS ESTABLISHMENT 1307 Gateview Ave Unit A SF 94130

TELEPHONE NUMBER OF BUSINESS ESTABLISHMENT (510) 329-8261

3. NAME OF OPERATOR False Profit Inc

(If different from owner-Caution: Please read Ordinance No. 544, Plumas County Code for clarification of Operator's of Operator's responsibilities).

OPERATOR'S TITLE Carrie Brown President, Sasha Yee Primary Administrator

RESIDENCE ADDRESS OF OPERATOR 1307 Gateview Ave Unit A SF CA 94130

RESIDENCE TELEPHONE OF OPERATOR (510) 329-8261

4. NAME OF RENTAL MANAGER Balden Town Resort

(If different from operator)

5. WHO WILL BE RESPONSIBLE FOR FILING TRANSIENT OCCUPANCY TAX RETURN?

Sasha Yee, Primary Administrator for False Profit Inc

**SEE REVERSE SIDE-ALL INFORMATION REQUESTED ON BOTH SIDES OF  
THIS FORM MUST BE PROVIDED.**

6. PARCEL NUMBER, STREET ADDRESS OR LOCATION OF BUSINESS

022-340-002

7. FIRST DATE YOU RENTED THIS UNIT ON A 30 DAY OR LESS BASIS

6/30/2016

8. TYPE OF ORGANIZATION: INDIVIDUAL ☒ PARTNERSHIP ☐ CORP. ☐

9. NAMES OF PARTNERS OR CORPORATION OFFICERS:

(name) (title) (address)

(name) (title) (address)

(name) (title) (address)

10. NUMBER OF OCCUPANCY UNITS:

\_\_\_\_\_ @ \$ \_\_\_\_\_ @ \$ \_\_\_\_\_ @ \$  
\_\_\_\_\_ @ \$ \_\_\_\_\_ @ \$ \_\_\_\_\_ @ \$  
\_\_\_\_\_ @ \$ \_\_\_\_\_ @ \$ \_\_\_\_\_ @ \$

11. IF YOU OWNED OR OPERATED THIS RENTAL FOR TWO OR MORE YEARS, PLEASE  
COMPLETE THE FOLLOWING TO THE BEST OF YOUR ABILITY.

PERCENTAGE OF OCCUPANCY (FROM EXPERIENCE) \_\_\_\_\_

PERCENTAGE OF OCCUPANCY 30 DAYS OR LESS \_\_\_\_\_

PERCENTAGE OF OCCUPANCY 31 DAYS OR MORE \_\_\_\_\_

TOTAL PERCENTAGE OF OCCUPANCY \_\_\_\_\_

DATED: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

**Signature (s) of Applicant (s)**

I certify that the information provided is correct and waive any action against the County of Plumas in the event the County's action is set aside due to erroneous information provided hereon.

*Samaryle*

Signature

2/21/19

Date

Signature

Date

5B

PLUMAS COUNTY BEHAVIORAL HEALTH COMMISSION  
**BYLAWS**

**Article I. Name**

The name of this Commission shall be PLUMAS COUNTY BEHAVIORAL HEALTH COMMISSION (PCBHC). These bylaws govern the conduct of all business of the Behavioral Health Commission of Plumas County.

**Article II. Authority**

The PCBHC is authorized by the California legislature in Section 5604 of the Welfare and Institutions Code and Sections 11805 and 11752.1(e) of the Health and Safety Code.

**Article III. Duties**

The duties of this Commission (as defined in Section 5004.2 of the Welfare and Institutions Code) shall be:

- A. Review and evaluate the community's behavioral health needs, services, facilities, and special problems, to ensure services are provided that improve and maintain the health and safety of individuals and families affected by mental health and/or substance abuse issues.
- B. Review any county agreements entered into pursuant to Section 5650.
- C. Advise the governing body and the local Behavioral Health Director as to any aspect of the local mental health program, alcohol and drug treatment and prevention services.
- D. Review and approve the procedures used to ensure citizen and professional involvement at all stages of the planning process.
- E. Submit an annual report to the governing body on the needs and performance of the county's behavioral health system.
- F. Review and make recommendations on applicants for the appointment of a local director of behavioral health services. The Commission shall be included in the selection process prior to the vote of the governing body.
- G. Review and comment on the county's performance outcome data and communicate its findings to the California Mental Health Planning Council.
- H. Nothing in this section shall be construed to limit the ability of the governing body to transfer additional duties or authority to the PCBHC.
- I. Inform and educate the Public about Mental Health Issues, Alcohol and Drug Treatment and Prevention Services as well as program development, coordination of services and planning.



## **Article IV. Membership**

### **Section A. Number and Composition of Membership**

1. The Board of Supervisors shall appoint the members of the Plumas County Behavioral Health Commission. The membership shall be submitted to the Board of Supervisors for approval. The Commission may, but is not required to, make recommendations to the Board of Supervisors for appointment of members.
2. The PCBHC shall consist of ~~thirteen~~seven (13~~7~~) members.
3. One member shall be a member of the Board of Supervisors, the governing body.
4. Fifty (50) percent or more of the members shall be consumers or family members who are or have received Mental Health and/or Substance Abuse services. At least twenty (20) percent shall be direct consumers and at least twenty (20) percent shall be family members.
5. Fifty (50) percent or less of membership shall be community members representing public interest in the behavioral health needs of Plumas County, (e.g. persons in the professions of education, law, criminal justice, and fiscal management).
6. Membership shall reflect the ethnic diversity of Plumas County to the extent feasible.
7. It is advisable, but not mandatory that representatives of each major community of the county be selected.
8. All members shall be residents of Plumas County or be substantially employed in the county.
9. No member of the Commission or his/her spouse shall be a full-time or part-time employee of the county Behavioral Health Services, an employee of the State Department of Health Care Services, or an employee or a paid member of the governing body of a Behavioral Health contract agency.

### **Section B. Terms of Membership**

1. The term of each member (ending December 31<sup>st</sup>) shall be for three (3) years with approximately one-third of the members changing each year.
2. No member shall serve more than two (2) consecutive three-year appointments with the exception that if a member has been appointed to a partial term, he/she may then be appointed to two full three-year terms.
3. When one year has elapsed following a former member's service on the Commission, of whatever duration that service was, he/she again becomes eligible for appointment.

### **Section C. Quorum**

1. A quorum shall be one person more than one-half of the number of appointed voting members including the Board of Supervisors representative.

### **Section D. Vacancies**

1. If a member fails to attend three (3) consecutive meetings, the Commission may recommend to the Board of Supervisors that the position be deemed vacant.
2. When the member submits his or her resignation in writing, that position shall be deemed vacant.
3. If death, adjudicated incapacity, non-residency, or change in qualification of appointment occurs, that position shall be deemed vacant.

### **Article V. Officers**

- A) The Officers of the Commission shall be the Chair, Vice Chair, and Secretary/Treasurer. Plumas County Behavioral Health shall provide a non-voting clerk.
- B) Members may not serve as officers unless they have served on the Commission for one (1) year.
- C) The Officers shall be elected at the regular meeting in December and shall assume the duties at the next regular meeting.
- D) The Officers shall serve a term of one (1) year, not to exceed three (3) terms.
- E) The duties of the Chair shall be to preside at all meetings of the Commission and act as the liaison with the Behavioral Health Director.
- F) The Vice Chair shall preside over the meeting in the absence of the Chair.
- G) The Secretary/Treasurer shall monitor the membership of this Commission.
- H) The Clerk of the Commission (non-voting) shall maintain required records for the Commission.

### **Article VI. Meetings**

- A. The Commission will meet a minimum of nine (9) times per year at noon on the first Wednesday of the month.
- B. Special meetings may be called by the Chair or a majority of the Commission members.

- C. All Commission meetings shall be open to the public and subject to the Brown Act (Government Code, section 54950).

#### **Article VII. Committees**

The Chair may form committees to perform tasks and to advise the Commission.

#### **Article VIII. Conduct of Meetings**

- A. The meetings of this Commission shall be conducted in accordance with Robert's Rules of Order, newly revised.
- B. Members shall abstain from voting on any issue in which the member has a financial interest as defined in Section 87103 of the Government Code.

#### **Article IX. Amendment of Bylaws**

- A. These bylaws may be amended by a majority of the members of the Commission provided that a thirty (30) day written notice is given to the Commission members prior to the meeting at which the vote will be taken.
- B. The amendments must be approved by the Board of Supervisors.