



## **BOARD OF SUPERVISORS**

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

**AGENDA FOR REGULAR MEETING OF JUNE 16, 2020 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)

**9:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION**

### **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**

Due to the Coronavirus disease (COVID-19) Public Health Emergency, dated March 16, 2020, the County of Plumas is making several changes related to Board of Supervisors meetings to protect the public's health and prevent the disease from spreading locally.

California Governor Gavin Newsom issued Executive Order N-29-20 on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic.

Pursuant to the Executive Order, and the Governor's temporary partial exemptions to the Brown Act, and to maintain the orderly conduct of the meeting, the County of Plumas members of the Board of Supervisors may attend the meeting via teleconference or phone conference and participate in the meeting to the same extent as if they were physically present. Due to the Governor's temporary, partial exemption to the Brown Act, the Boardroom will be open to the public but subject to social distancing requirements, which limit the number of people that may enter to 25% of room capacity. Those that wish to attend the Board meeting, will be required to wear a face covering, as required by the local Public Health Officer order. The public may participate as follows:

### **Live Stream of Meeting**

Members of the public who wish to watch the meeting, are encouraged to view it live online.

### **Public Comment Opportunity/Written Comment**

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

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

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. PUBLIC HEALTH AGENCY – Andrew Woodruff**

Report and update on COVID-19; receive report and discussion

### **2. BOARD OF SUPERVISORS**

- A. Presentation of *Certificate of Appreciation and Recognition* of Dave Preston, Information Systems Manager, thanking him for 39 years of services to the citizens of Plumas County and wishing him a well-deserved retirement
- B. Presentation of *Certificate of Appreciation and Recognition* of Steve Small, Correctional Officer II, thanking him for 41 years of services to the citizens of Plumas County and wishing him a well-deserved retirement

### **3. 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) LIBRARY**

- 1) Approve supplemental budget transfer of \$1,000 for receipt of unanticipated revenue from Southern CA Library Cooperative to purchase additional digital content for the Library during COVID-19 closure; approved by the Auditor/Controller; four/fifths required roll call vote **View Item**
- 2) Approve and authorize the Chair to sign updated three-year agreement between Sierra County and County of Plumas for Library Services; approved as to form by County Counsel **View Item**

#### **B) UC COOPERATIVE EXTENSION**

Approve and authorize the Chair to sign Amendment No. 6 to Agreement No. Y14-2441, not to exceed \$19,062, between County of Plumas and The Regents of the University of California for FY 2020-2021; approved as to form by County Counsel **View Item**

#### **C) PROBATION**

Approve supplemental budget account of \$2,970 and supplemental expenditure account, Probation General Fund, Department 20400, to be funded via the Board of State and Community Corrections STC Mental Health Training grant; approved by the Auditor/Controller **View Item**

#### **D) PLANNING**

- 1) Approve and authorize Chair to sign professional Services Agreement, not to exceed \$32,000, by and between Plumas County and Hinman and Associates Consulting, Inc. for FY 2020-2021; approved as to form by County Counsel **View Item**
- 2) Adopt **RESOLUTION** authorizing the proposal submittal and execution of an agreement with the State of California for the Proposition 1, Round 1, Integrated Regional Water Management Implementation Grant **View Item**

#### **E) BEHAVIORAL HEALTH **View Item****

- 1) Authorize payment of \$7,040, without a contract, to Sutter Center for psychiatric therapy services
- 2) Authorize payment of \$4,650, without a contract, to Progress House, Inc. for mental health and addiction treatment services
- 3) Authorize payment of \$1,922, without a contract, to El Dorado County Health and Human Services for mental health and addiction treatment services

**F) PUBLIC WORKS**

Approve revision to the Jail Construction Agreement, dated September 18, 2018, between the Board of State and Community Corrections and the County of Plumas to revise the name listed for the County Project Contact Person for the New Jail and Day Reporting Center project (Chad Hermann, Jail Commander) [View Item](#)

**G) ENGINEERING**

Adopt the Tantau Ranch Designated Remainder Final Map, as recommended [View Item](#)

**H) SHERIFF**

Authorize payment, not to exceed \$6,900, for purchase of fixed assets from the Sheriff's Communications fund for microwave equipment that recently failed; approved by the County Purchasing Agent [View Item](#)

**SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS**

The Board of Supervisors sits as the Governing Board for various special districts 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

**Convene as the Flood Control & Water Conservation District Governing Board**

**4. FLOOD CONTROL & WATER CONSERVATION DISTRICT – Robert Perreault**

Approve budget transfer of \$13,000 from Lake Davis Water Treatment Plant (545310-Fixed Assets) to Administration (527900) and Professional Services (521900) to cover expenses for FY 2019-2020; approved by Auditor/Controller; discussion and possible action [View Item](#)

**Adjourn as the Flood Control & Water Conservation District Governing Board and convene as the Walker Ranch Community Services District**

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

Approve and authorize the Chair to sign Amendment No. 1, not to exceed \$16,000, to the Walker Ranch Community Services District Agreement for Fruit Growers Laboratory, Inc. for water and wastewater testing services; approved as to form by County Counsel; discussion and possible action [View Item](#)

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

**6. DEPARTMENTAL MATTERS**

**A) PUBLIC WORKS – Robert Perreault**

- 1) Adopt **RESOLUTION**, adopting List of Projects for FY 2020-2021 Funded by SB 1: The Road Repair and Accountability Act of 2017. **Roll call vote**; and authorize the Director of Public Works to submit the project list to the California Transportation Commission, and to perform related duties as may be required to administer the funds; discussion and possible action [View Item](#)
- 2) Beckwourth County Service Area: Authorize payment of \$2,196 to Jet Plumbing, and \$1,715 to Plumas Sanitation, without a contract, for emergency repair of Beckwourth County Service Area water pump; discussion and possible action [View Item](#)

- B) **FACILITY SERVICES** – Kevin Correia [View Item](#)
- 1) Adopt **ORDINANCE**, first introduced on June 9, 2020, Amending Section 6-1.117 of Chapter 1 of Title 6 of the Plumas County Code (Establish a Fine Schedule for Violations, Infractions, and Penalties) and Sections 6-7.10.1 and 6-7.10.2 of Chapter 7 of Title 6 of the Plumas County Code (Setting Fees for Camping at Taylorsville Campground). **Roll call vote**
  - 2) Adopt **RESOLUTION**, Amending Resolution No. 16-8122, Consolidating and Restating the Master Fee Schedule, Establishing Service Fees for County Departments, Taylorsville Campground – Budget Unit 20756 (Overnight Camping Fee of Twenty (\$20.00) Dollars Per night). **Roll call vote**
- C) **BEHAVIORAL HEALTH** – Tony Hobson  
Power Point presentation by Sherry Morgado, Community Development Manager, Housing Tools; approve the Plumas and Sierra Counties Plan to address Homelessness; accept the Plumas County Housing Study, as presented; and authorize staff to issue a Request for Qualifications (RFQ) to solicit information from potential Development Sponsors to pursue a “No Place Like Home” project in Plumas County; discussion and possible action [View Item](#)
- D) **HUMAN RESOURCES** – Nancy Selvage [View Item](#)
- 1) Adopt **RESOLUTION** to amend the Plumas County Job Classification for the Director of Information Technologies. **Roll call vote**
  - 2) Authorize Human Resources to recruit for 1.0 FTE Director of Information Technologies; discussion and possible action
- E) **COUNTY ADMINISTRATIVE OFFICE** – Gabriel Hydrick
- 1) Report and update on the FY 2020-2021 budget; discussion and possible action and/or direction to staff
  - 2) Adopt **RESOLUTION** adopting the Recommended Budget for Plumas County and the Dependent Special Districts Therein for Fiscal Year 2020-2021, in Accordance with Government Code §29064. **Roll call vote** [View Item](#)

## 7. **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 – September 24 – 27, 2020** [View Item](#)
- B. Receive resolution of Plumas Unified School District authorizing the issuance and sale of fiscal year 2020-2021 tax and revenue anticipation notes and requesting that the Board of Supervisors of Plumas County issue and sell such notes; approve and authorize the Board Chair to sign a memorandum to Plumas Unified School District serving as notice that the Board of Supervisors of the County of Plumas will not authorize issuance of Tax and Revenue Anticipation Note (“TRANS”) on behalf of the District (so that the District may participate in the California School Cash Reserve Program for the issuance of such notes); 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

1:00 P.M. **AFTERNOON SESSION**

8. **SOLID WASTE DIVISION** – Robert Perreault

- A. Approve Supplemental Budget Increase of \$13,000 to apply unanticipated Green Waste revenue to Transfers Out – Green Waste, account 580717 within the Solid Waste budget; discussion and possible action; **four/fifths required roll call vote** [View Item](#)
- B. Conduct **PUBLIC HEARING** in regard to the following proposed Resolutions:
  - 1) Adopt **RESOLUTION** establishing a Revised Fee Schedule for Collection and Related Solid Waste Services for Franchise Service Area No. 2, Operated by Franchise Contractor InterMountain Disposal, Inc. (rate increase of 3.84% for solid waste services related to collection fees, which shall cover door-to-door collection, transfer, hauling and ultimate disposal activities). **Roll call vote** [View Item](#)
  - 2) Adopt **RESOLUTION** establishing a Revised Fee Schedule for Residential and Commercial Customers Self-Hauling Solid Waste to Plumas County Transfer Stations in Franchise Service Area No. 2, Operated by Franchise Contractor InterMountain Disposal, Inc. (rate increase of 3.84% for residential and commercial customers self-hauling solid waste to Plumas County the transfer stations located in Delleker and Graeagle for disposal of solid waste at said transfer stations). **Roll call vote** [View Item](#)
  - 3) Adopt **RESOLUTION** establishing a Revised Fee Schedule for Collection and Related Solid Waste Services for Franchise Service Area No. 1, Operated by Franchise Contractor USA Waste of California, Inc., doing business as Feather River Disposal (rate increase of 3.30% (residential) and 3.30% (commercial) for solid waste services related to collection fees, which shall cover door-to-door collection, transfer, hauling and ultimate disposal activities). **Roll call vote** [View Item](#)
  - 4) Adopt **RESOLUTION** establishing a Revised Fee Schedule for Residential and Commercial Customers Self-Hauling Solid Waste to Plumas County Transfer Stations in Franchise Service Area No. 1, Operated by Franchise Contractor USA Waste of California, Inc., doing business as Feather River Disposal (rate increase of 3.30% for residential and commercial customers self-hauling solid waste to Plumas County transfer stations located in Chester, Quincy, Greenville and La Porte for disposal of solid waste at said transfer stations). **Roll call vote** [View Item](#)

9. **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

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

**ADJOURNMENT**

Adjourn meeting to Tuesday, July 7, 2020, Board of Supervisors Room 308, Courthouse, Quincy, California

3A.1.

# PLUMAS COUNTY LIBRARY

445 JACKSON STREET • QUINCY, CA 95971 • (530) 283-6310 • Fax (530) 283-3242



*Lindsay Fuchs  
County Librarian*

DATE: May 3, 2020  
TO: Honorable Board of Supervisors  
FROM: Lindsay Fuchs, Plumas County Librarian  
SUBJECT: Authorize supplemental budget transfer to 20670/46070 for \$1,000, supplemental expenditure account 20670 / 524510 Book (s) – SP Dept Exp.

**Recommendation:**

Authorize supplemental budget transfer to 20670/46070 for \$1,000, supplemental expenditure account 20670 / 524510 Book (s) – SP Dept Exp.

**Background:**

The Library Department received \$1,000.00 from the Southern CA Library Cooperative on behalf of the Crisis Collection to only be used to purchase additional digital content for the Library during the COVID-19 closure. This money will be fully spent on buying additional content from Overdrive, a shared digital platform between the NorthNet consortium.



**COUNTY OF PLUMAS  
REQUEST FOR BUDGET APPROPRIATION TRANSFER  
OR SUPPLEMENTAL BUDGET**

TRANSFER NUMBER

(Auditor's Use Only)

Department: Library and Literacy

Dept. No: 20670

Date: 5/3/2020

The reason for this request is (check one):

- A. ☐ Transfer to/from Contingencies OR between Departments  
 B. ☒ Supplemental Budgets (including budget reductions)  
 C. ☐ Transfers to/from or new Fixed Asset, within a 51XXX  
 D. ☐ Transfer within Department, except fixed assets  
 E. ☐ Establish any new account except fixed assets

Approval Required

Board  
Board  
Board  
Auditor  
Auditor

☐ TRANSFER FROM OR

☒ SUPPLEMENTAL REVENUE ACCOUNTS

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
001	20670	45070	Contribution from Other Agency	1,000.00
Total (must equal transfer to total)				1,000.00

☐ TRANSFER TO OR

☒ SUPPLEMENTAL EXPENDITURE ACCOUNTS

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
001	20670	524510	Book (a) - SE Dept Exp	1,000.00
Total (must equal transfer to total)				1,000.00

Supplemental budget requests require Auditor/Controller's signature

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

MAY 07 2020

MAY 07 2020

MAY 07 2020



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

A) Donation from the Crisis Collection to cover additional digital content during the COVID-19 closure.

B) \_\_\_\_\_

C) \_\_\_\_\_

D) \_\_\_\_\_

Approved by Department Signing Authority: \_\_\_\_\_

☒ Approved/ Recommended

☐ Disapproved/ Not recommended

Auditor/Controller Signature: \_\_\_\_\_

Board Approval Date: \_\_\_\_\_

Agenda Item No. \_\_\_\_\_

Clerk of the Board Signature: \_\_\_\_\_

Date Entered by Auditor/Controller: \_\_\_\_\_

Initials \_\_\_\_\_

### INSTRUCTIONS:

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

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

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

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

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

## PLUMAS COUNTY LIBRARY

445 JACKSON STREET • QUINCY, CA 95971 • (530) 283-6310 • Fax (530) 283-3242



*Lindsay Fuchs  
County Librarian*

DATE: June 5 2020  
TO: Honorable Board of Supervisors  
FROM: Lindsay Fuchs, Plumas County Librarian  
RE: Approve and authorize the Board Chair to sign the updated Agreement with Sierra County for Library Services.

### **Recommendation:**

Approve and authorize the Board Chair to sign the updated Agreement with Sierra County for Library Services.

### **Background:**

Effective June 18, 1996, Plumas County and Sierra County entered into Agreement No. 96-115, in which Plumas County agrees to operate Sierra County Library stations and provide library services to their residents in Loyalton, Sierra City, Downieville, and Alleghany. Sierra County compensates Plumas County each year in an amount equal to 5.5% of the final budget of the Library Department, a total amount not to exceed \$23,000 without prior written agreement. This agreement automatically renews annually for an additional term unless either party notifies the other to the contrary no later than June 1 of any year.

The Agreement has been updated to clearly lay out the responsibilities of each County and more accurately reflect the costs. Plumas County will continue to provide materials, supplies, services, and training related to library services. The County Librarian will also provide reasonable levels of oversight, reporting, and training for library staff. Sierra County assumes all responsibility for HR and employee-related services, and facilities including maintenance, utilities, and safety requirements. Sierra County will compensate Plumas County each year in the amount of the final budget of the Library Department: 2.8% of the total salaries and benefits of relevant Plumas County staff, 3.7% of the total relevant services and supplies, and 5.5% of the 2 CFR Part 200 (A-87) costs for the relevant departments. The Agreement automatically renews every three years unless either party notifies the other to the contrary no later than June 1 of any year.

**Financial Impact**

Personnel costs and HR overhead for Sierra County personnel are now under Sierra County's responsibilities. Sierra County will now also be paying the 2 CFR Part 200 (A-87) costs. The new invoice format (Exhibit A) correctly covers all of Sierra County's costs.

The 20-21FY will be invoiced for \$10,226.98 based on the 19-20FY total and include the HR overhead costs. The future invoiced amount will be dependent on the approved final budget amounts of the previous fiscal year.

Sierra County has also recently forwarded a payment to Plumas County for the additional costs over and above the cap for costs incurred by Plumas County under the former library agreement for the fiscal years 2014-2015 through 2018-2019.

**Other Agency Involvement**

County Administrator has reviewed the Agreement.

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

## **LIBRARY SERVICES AGREEMENT**

### **EXHIBIT "A"** **FORMAT FOR INVOICING** **FISCAL YEAR 2020-2021**

	<b>Total</b>
<b>Plumas County Personnel Costs</b> <b>Applicable to Services to Sierra County</b> 2.8%* of the Following Positions	
1) County Librarian	
2) Librarian	
3) Fiscal and Tech Services Assistant	
4) Library Technician	
2019-2020 Costs-\$147,818.00 (Salaries Only)	
Salaries at 2.8%	\$4,138.90
Benefits-38% of Salaries (Per Plumas County Salary/Benefit Ratio) of \$4138.90	\$1,572.78
<b>PLUMAS COUNTY SERVICES AND SUPPLIES COSTS</b> <b>APPLICABLE TO SERVICES TO SIERRA COUNTY</b> 3.7%* of the Following Cost Centers/Sub Accounts	
1) Postage	
2) Office Expense	
3) Library Processing	
4) Microfilming	
5) Program Subscriptions	
6) Books	
7) Travel (Out of County)	
2019-2020 Costs-\$61,033.00	
3.7%-\$2,258.22	\$2258.22
<b>PLUMAS COUNTY 2 CFR PART 200 (A-87)</b> <b>COST ALLOCATION FOR OVERHEAD</b> 5.5% of the Cost Allocation Plan for Services Provided To the Plumas County Library Budget for Services To Sierra County by the following Departments: County Auditor, County Treasurer-Tax Collector, County Counsel, County Administrator, and County Human Resources**	
2019-2020 Costs-\$22,856.00	
5.5%-\$1257.08	\$1257.08
CONTINGENCY***	\$1000.00
Total	\$10,226.98

\*Percentages Computed Annually by County Librarian Based on Approved Final Budget

\*\*HR will not be included in future invoices Sierra County Provides Services

\*\*\*Contingency, if not used, will be rolled over to ensuing fiscal year invoice and only to be used by Plumas County Librarian

**Sierra County Agreement 2020-  
Plumas County Agreement 2020-**

**AGREEMENT FOR  
COUNTY FREE LIBRARY SERVICES**

BY THIS AGREEMENT, by and between the County of Plumas, State of California (hereinafter "PLUMAS") and the County of Sierra, State of California (hereinafter "SIERRA"), the parties hereto agree as follows:

**OPERATIVE PROVISIONS**

- 1) **SCOPE AND AUTHORITY.** "PLUMAS" provides a County Free Library Service to its residents as authorized under the California Education Code, Section 19100 et seq., and this public service is managed by a qualified Librarian under the direction of the "PLUMAS" Board of Supervisors. "SIERRA" wishes to provide limited County Free Library service to its residents and wishes to secure an Agreement with "PLUMAS" as authorized under the California Education Code, Section 19108, to provide limited County Free Library services as defined herein.

- 2) **SERVICES PROVIDED BY "PLUMAS" UNDER THIS AGREEMENT.**

"PLUMAS" agrees to provide the following library services under this Agreement:

- a. Provide limited County Free Library services to "SIERRA" at branch library locations currently located in the communities of Loyalton, Downieville, Sierra City, and Alleghany.
- b. Provide a credentialed County Librarian for reasonable levels of management oversight, reporting, and any required training to "SIERRA" branch library paid and volunteer staff regarding County Free Library services.
- c. Provide books and other materials customarily provided to branch library stations and under the supervision of the County Librarian, provide support services and programs under the Library Consortium, the California State library, and other library associations and organizations

that "PLUMAS" typically engages in the provision of County Free Library services.

- d. Provide, catalog, and ship materials and supplies to the "SIERRA" branch library stations; process reimbursements to branch library stations; and handle patron requests and required shipments.
- e. Provide "SIERRA" reasonable professional and technical support for recruitment, job interviews and employee on-boarding and placement, employee review and any personnel related actions, and time-worked reporting to the Sierra County Auditor for paid staff and volunteers located at each of the branch library stations.

### 3) OBLIGATIONS OF "SIERRA" UNDER THIS AGREEMENT.

"SIERRA" shall be responsible for the following obligations under this Agreement:

- a. Provide all human resource and employee-related services, supervision, and responsibilities for paid staff and volunteers serving the "SIERRA" branch library stations including payroll, personnel administration, required orientation and training, interfacing with workers compensation and insurance, and assuring compliance with Federal, State and County rules and regulations governing personnel.
- b. Providing timely reporting and any statistics as requested by the Plumas County Librarian.
- c. Provide physical space to serve as branch library stations and assure that such sites provide safe and compliant public access. "SIERRA" will conduct reasonable inspections to assure that branch library sites are safe and properly maintained.
- d. Be directly responsible for lease or rental payments for branch library stations, utility bills including but not limited to propane, electricity, domestic water, solid waste, heating oil, property and general liability insurance, and phone/internet services.
- e. Directly fund and provide payroll to the branch library stations based on historical budget allocation as follows: at Loyaltown one .169 FTE employee (13.5 hours every two weeks); at Alleghany one .025 FTE employee (2.5 hours every two weeks); at Sierra City one .119 FTE employee (9.5 hours every two weeks); and at Downieville one .119 FTE employee (9.5 hours every two weeks). Hours may be adjusted up or down by "SIERRA" after consultation with the County Librarian.
- f. Based on budget, resources, and priorities, provide procurement, maintenance, and replacement of Informational Technology assets and related equipment at any of the branch library stations.

#### **4) COMPENSATION.**

"PLUMAS" shall annually, during the term of this Agreement and at least thirty (30) days prior to adopting a final County budget, submit to "SIERRA" a proposed budget for the provision of County Free Library Services outlining the proposed costs to "SIERRA" under this Agreement. This final budget shall not include the direct costs to "SIERRA" since the cost for employees, lease or rent payments for branch library stations, and utility costs, and other costs identified herein are exclusively a separate and direct responsibility of "SIERRA" under the terms of this Agreement. "SIERRA" may provide comments to "PLUMAS" on the proposed budget. Upon adoption of a final County Library budget by "PLUMAS", it shall submit an invoice to "SIERRA" with a copy of the adopted Library budget and "SIERRA" shall tender payment within thirty (30) days of receipt.

The form of the invoice submitted to "SIERRA" by "PLUMAS" shall be provided annually in the format provided on the exhibit attached hereto as Exhibit A, which identifies those cost centers of the Plumas County Library budget that incur expenses attributed to "SIERRA" under this Agreement for salaries, services and supplies, and A-87 cost allocation/overhead.

It is understood by both Parties that in any given year or from time to time, grants, special projects, or issues that may arise in mid-year can create fluctuations in expenses and revenues and it is understood that when such a condition occurs, "PLUMAS" and "SIERRA" recognize the need to initiate communication between the "Contact Persons" identified in this Agreement for "Notice" between both Parties to this Agreement and approve any required amendments to the budget developed annually under this Agreement.

Each branch library station occasionally collects late fees (estimated not to exceed \$20 per fiscal year) and also may have occasional book sales, take in donations, and participate in fund raising activities. It is recognized that each branch library station shall continue to forward collected late fees to the Plumas County Librarian as has been done in the past and any revenues collected through donations, book sales, or fund raising activities shall continue to be authorized for use in branch library station to assist in funding special events, purchase of supplies or payment of site utilities as may be needed, and costs for minor expenses associated with the operation of each branch library station.

#### **5) TERM AND TERMINATION.**

The term of this Agreement shall be three years beginning July 1, 2020 and ending on June 30, 2024. This Agreement may be terminated by either party by



serving written notice of termination no later than June 1 of any year. Otherwise, this Agreement will renew automatically for an additional term of three (3) years commencing July 1, 2024 and terminating June 30, 2027 unless further extensions are granted. This Agreement may be modified upon mutual written consent of both parties and any modification to compensation shall commence and become effective at the beginning of the fiscal year following the approved Agreement modification.

**6) INDEMNIFICATION.**

"SIERRA" agrees to hold harmless, indemnify, and defend "PLUMAS" from all claims or losses accruing or resulting from injury, damage, or death of any person, firm, corporation, in connection with the performance of their obligations under this Agreement, including any claim of wrongdoing by a "SIERRA" employee, volunteer, or intern. "SIERRA" further agrees to hold harmless, and indemnify and defend "PLUMAS" from any and all claims or losses incurred by any supplier, contractor, or sub-contractor furnishing work, services, or materials in connection with their obligations under this Agreement. "PLUMAS" agrees to hold harmless, indemnify, and defend "SIERRA" from all claims or losses accruing or resulting from injury, damage, or death of any person, firm, corporation, in connection with the performance of their obligations under this Agreement, including and claim of wrongdoing by a "PLUMAS" employee, volunteer, or intern. "PLUMAS" further agrees to hold harmless, and indemnify and defend "SIERRA" from any and all claims or losses incurred by any supplier, contractor, or sub-contractor furnishing work, services, or materials in connection with their obligations under this Agreement. This provision survives termination of this Agreement.

**7) RECIPROCAL WAIVER OF CLAIMS.**

"PLUMAS" and "SIERRA" shall each be responsible for their own losses, including Workers Compensation benefits as may be applicable to any injuries sustained by an employee, intern, or volunteer of each Party, arising out of the performance of this Agreement. Each of the Parties hereby waive and release any claim against the other for compensation for any loss or damage to its property and/or personal injury or death of its employees or agents occurring as a consequence of the performance of services under this Agreement.

**8) NO PARTNERSHIP.**

This Agreement shall not create a partnership nor joint venture, as between the parties, nor shall be considered as such. Each of the Parties shall retain their

independent status. Neither "PLUMAS" nor "SIERRA" are agents one of the other.

**9) INSURANCE.**

"PLUMAS" AND "SIERRA", so long as both Parties are members of the Trindel and CSAC-EIA Insurance Program, will not be required to provide separate liability, workers compensation, or property insurance and shall not be required to identify each Party as additional Insured under this Agreement.

**10) NOTICE/CONTACT PERSONS.**

The following contact persons shall be designated as the parties that receive notice and any official notifications under this Agreement:

**For "PLUMAS":**

Plumas County Board of Supervisors  
Attn: Chairman of the Board  
520 Main Street  
Quincy, California 95971

With Copies to: County Administrator  
520 Main Street-Suite 309  
Quincy, California 95971

County Librarian  
445 Jackson Street  
Quincy, California 95971

**For "SIERRA":**

Sierra County Board of Supervisors  
Attn: Chairman of the Board  
PO Drawer D  
Downieville, California 95936

With Copies to: County Auditor  
PO Box 425  
Downieville, California 95936

11) **EFFECTIVE DATE OF AGREEMENT.**

This Agreement shall become effective as of July 1, 2020.

SIERRA COUNTY:

PLUMAS COUNTY:

By:

By:

\_\_\_\_\_  
JAMES BEARD, CHAIRMAN  
BOARD OF SUPERVISORS

\_\_\_\_\_  
KEVIN GOSS, CHAIRMAN  
BOARD OF SUPERVISORS

APPROVED AS TO FORM:

By:

\_\_\_\_\_  
DAVID PRENTICE  
COUNTY COUNSEL

\_\_\_\_\_  
SHARON THRALL, VICE-CHAIR  
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
HEATHER FOSTER  
CLERK OF THE BOARD

  
\_\_\_\_\_  
CRAIG SETTLEMIRE  
COUNTY COUNSEL

\_\_\_\_\_  
GABRIEL HYDRICK  
COUNTY ADMINISTRATOR

ATTEST:

\_\_\_\_\_  
NANCY DA FORNO  
CLERK OF THE BOARD



## Amendment No. 6 to AGREEMENT NO. Y14 - 2441

Between

COUNTY OF PLUMAS

And

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

THIS AGREEMENT, entered into on December 24, 2014, by and between the County of Plumas (hereinafter called "County") and The Regents of the University of California on behalf of its Cooperative Extension Plumas County (hereinafter called "University") is hereby amended as set forth below:

The purpose of this amendment is to extend the period of performance and provide additional funding under Article 1 of the Agreement. The specific modifications to this Agreement follow:

ARTICLE II - COMPENSATION AND TERMA. INITIAL PAYMENT

1. County agrees to pay University an additional fixed price amount of Nineteen Thousand and Sixty Two Dollars (\$19,062 US) for continued services provided during the budget period of July 1, 2020 through June 30, 2021. Funds may be carried forward from one budget period to the next budget period.
2. Payment shall be made payable – 50 % of the amount (\$9,531) within thirty (30) days of execution of this agreement and the remaining 50 % payment (\$9,531) to be received by June 30, 2021, and any subsequent amendments by both parties. Payments shall be made payable to The Regents of the University of California, reference this agreement number, and be mailed to the following address:

Cashier's Office  
University of California  
PO Box 989062  
West Sacramento, California 95798-9062

IN WITNESS WHEREOF, the parties have executed this amendment to the agreement on the day and year first above written:

COUNTY OF PLUMAS

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

BY \_\_\_\_\_

BY Kimberly Lamar  
Kimberly Lamar  
Associate Director

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

DATE June 4, 2020

Fed. Tax ID # 94-6036494

1

Approved as to form:

[Signature] 6/8/2020  
Tretchen Stuhler  
Deputy Plumas County Counsel

*Reviewed and Recommended*



David Lile, Director, UCCE Pluma, Santa  
University of California, Agriculture and Natural Resources

6/9/20

Date



**Erin Metcalf**  
Chief Probation Officer

# County of Plumas

## Department of Probation

270 County Hospital Rd. #128,  
Quincy, California, 95971



Phone: (530)283-6200

FAX: (530)283-6165

DATE: May 29, 2020

TO: Honorable Board of Supervisors

FROM: Erin Metcalf, Chief Probation Officer

SUBJECT: Request approval of supplemental budget and expenditure account creation in 20400 Department

### **Recommendation**

Approve the creation of a supplemental budget account and a supplemental expenditure account in the Probation General Fund, Department 20400, to be funded via the Board of State and Community Corrections STC Mental Health Training Justice Assistance Grant.

### **Background and Discussion**

In procurement since Quarter 1 of the 2019-2020 Fiscal Year, funding in the amount of \$2,790 has been obtained for STC Mental Health Training related travel expenditures. In accordance with the provisions set by the grant award Exhibit A, scope of work, a revenue account separate from previously established STC funds must be created. Due to the specificity involved with spending these funds, an additional expenditure account dedicated to their use must be created as well. A copy of the agreement is on file with the Clerk of the Board for public review.

Therefore, it is respectfully requested the Board of Supervisors approve the creation of a supplemental budget and supplemental expenditure account in Department 20400 for these funds.



**COUNTY OF PLUMAS  
REQUEST FOR BUDGET APPROPRIATION TRANSFER  
OR SUPPLEMENTAL BUDGET**

TRANSFER NUMBER

*(check only if applicable)*

Department: Probation

Dept. No: 20400

Date: 5/27/2025

The reason for this request is (check one):

- A. ☐ Transfer to/from Contingencies OR between Departments  
 B. ☒ Supplemental Budgets (including budget reductions)  
 C. ☐ Transfers to/from or new Fixed Asset, within a SFXXX  
 D. ☐ Transfer within Department, except fixed assets  
 E. ☐ Establish any new account except fixed assets

Approval Required:

Board

Board

Board

Auditor

Auditor

☐ TRANSFER FROM OR

☒ SUPPLEMENTAL REVENUE ACCOUNTS

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET. CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0001	20400	84262	STATE - STC MENTAL HLTH <del>JAG - STC MENTAL HLTH</del> TRANS	2,970.00
Total (must equal transfer to total)				2,970.00

☐ TRANSFER TO OR

☒ SUPPLEMENTAL EXPENDITURE ACCOUNTS

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET. CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0001	20400	303592	Travel - JAG Training	2,970.00
Total (must equal transfer to total)				2,970.00

Supplemental budget requests require Auditor/Controller's signature

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

RECEIVED

MAY 12 2025

APPROVED

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

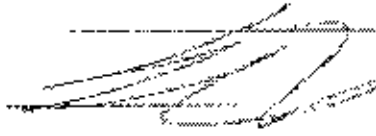
A) Accounting system error. It must be corrected for this year money. Expenses are going to be higher. It is expected to spend this account 2000 before next year.

B) N/A

C) Funds cannot backfill existing spending. Unspent funds are returned at the end of Q1 FY20-21.

D) Funding was in procurement until Q4 FY19-20.

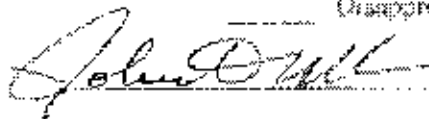
Approved by Department Signing Authority:



☒ Approved/ Recommended

☐ Disapproved/ Not recommended

Auditor/Controller Signature:



5/12/2020

Board Approval Date:

Agenda Item No.

Clerk of the Board Signature:

Date Entered by Auditor/Controller:

Initials

### INSTRUCTIONS:

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

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

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

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

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



# STATE OF CALIFORNIA 64-105022

ISSUED UNDER

THE TREASURER OF THE STATE WILL PAY OUT OF THE  
IDENTIFICATION NO.  
0000004988

FUND NO. FUND NAME  
8087 FISCAL CONSOLIDATED PMT  
MO. DAY YR. 90-1342/1211  
04 22 2020 64105022

IO: 105022

--- COUNTY OF PLUMAS  
270 COUNTY HOSPITAL RD STE 127  
QUINCY CA 95973-9174

COLLARS SERIAL  
\$\*\*\*2970.00

*Betty T. Yee*  
BETTY T. YEE  
CALIFORNIA STATE CONTROLLER

121211134246 6410502270

DETACH ON DOTTED LINE  
KEEP THIS PORTION FOR YOUR RECORDS

64-105022

ISSUE DATE: 04/22/2020  
STATE & COMMUNITY CORRECTIONS  
2590 VENTURE OAKS WAY SECOND FLOOR SUITE 200  
SACRAMENTO CA 95833  
FOR QUESTIONS CONTACT ACCOUNTING DEPARTMENT AT 180

VENDOR NAME	VENDOR ID
COUNTY OF PLUMAS	0000004988

VOUCHER ID	INVOICE ID	PO ID
00012309	MHTG 2016	0000007957

AMOUNT PAID  
\$2970.00

PAYMENT MESSAGE  
MENTAL HEALTH TRAINING GRANT 2016

ADDITIONAL PAYMENT MESSAGE  
FOR QUESTIONS CONTACT STANDARDS AND TRAINING FOR CORRECTIONS D  
IVISION ANALYST AT 916-445-5073

ADVANCE: Factors County Promotion Department

AGREEMENT #: d5CC-1117-18-MH

Total Grant Funds Expended	Allowable Budget Categories	Expenditures & Bal. Reporting Period	FY07 Expenditures	Grant Fund Balance
	Tuition	\$ -	\$ -	
	Travel	\$ -	\$ -	
	Per Diem	\$ -	\$ -	
	Registration	\$ -	\$ -	
\$ 2,870		\$ -	\$ -	\$ 2,870

1. Total number of staff trained during this reporting period:	0
2. Total number of staff trained in date:	0
3. Total mental health training hours provided this reporting period (Course Hours x # of Staff Trained):	0
4. Total mental health training hours is provided to date:	0
5. Training details for this reporting period. List details below for training that occurred during this reporting period.	

PERSON PREPARING REPORT

1530] 28 J. C. 22

measured by a county-level, 2000:

2006.

For all complete  $\mathcal{C}$  type  $\mathcal{C}19$ .

12/20/2015 12:58:53 PM 12/20/2015



OFFICE OF JUSTICE PROGRAMS



BUREAU OF JUSTICE ASSISTANCE

[Information & Resources](#)[Profile](#)[Awards](#)[Help](#)[Log Out](#)

## Subrecipient Awards

This screen provides a summary of your data entry. This list includes all reporting periods.

[View Current Reporting Periods Only](#)

### JAG

Subaward Number	Amount of Subaward	Reporting Period	Data Entry Status
Start Date: May 01, 2019 End Date: Sep 30, 2020	\$2,970	April to June 2019	Complete <a href="#">View Data</a>
		July to September 2019	Complete <a href="#">View Data</a>
		October to December 2019	Complete <a href="#">View Data</a>
		January to March 2020	Complete <a href="#">View Data</a>

For more information contact [bjapmt@ojp.usdoj.gov](mailto:bjapmt@ojp.usdoj.gov)  
Toll-free Technical Assistance Helpdesk Number: 1-888-252-6867

Submitted 9/4/19

STATE OF CALIFORNIA  
STANDARD AGREEMENT  
SID 213 (Rev 03/2019)

AGREEMENT NUMBER  
BSCC 1117-18-BH

PURCHASING AUTHORITY NUMBER (if Applicable)  
BSCC5227

1. This Agreement is entered into between the Contracting Agency and the Contractor below:

CONTRACTING AGENCY NAME

Board of State and Community Corrections

CONTRACTOR NAME

Plumas County Probation Department

2. The term of this Agreement is: May 1, 2019 through September 30, 2020.

3. The maximum of this Agreement is: \$ 2,970.00  
Two Thousand Nine Hundred Seventy Dollars and no cents

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A:	Scope of Work	6 pages
Exhibit B:	Budget Detail and Payment Provisions	3 pages
Exhibit C:	*GTC 04/2017, General Terms and Conditions	0 pages
Exhibit D:	Special Terms and Conditions	5 pages
Exhibit E:	2016 JAG Award Federal Conditions	12 pages

*\*Items shown with an asterisk(\*), are hereby incorporated by reference and made part of this agreement as if attached hereto. These documents can be viewed at <https://www.dqs.ca.gov/OLS/Resources>*

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

Plumas County Probation Department

CONTRACTOR BUSINESS ADDRESS

270 County Hospital Road, Ste#128

CITY  
Quincy

STATE  
CA

ZIP  
95971

PRINTED NAME OF PERSON SIGNING

Carin McBeath

CONTRACTOR AUTHORIZED SIGNATURE

TITLE

Chief Probation Officer

DATE SIGNED

9/4/19

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Board of State and Community Corrections

CONTRACTING AGENCY ADDRESS

2590 Venture Oaks Way Suite #200

CITY

Sacramento

STATE  
CA

ZIP  
95833

PRINTED NAME OF PERSON SIGNING

Evonne Garner

TITLE

Deputy Director

CONTRACTING AGENCY AUTHORIZED SIGNATURE

EG

DATE SIGNED

DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (if Applicable)  
SCM Volume 1 4.06

AGREEMENT NUMBER

**BSCC 1117-18-MH**

PURCHASING AUTHORITY NUMBER (If Applicable)

**BSCC5227**

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Board of State and Community Corrections

CONTRACTOR NAME:

Plumas County Probation Department

2. The term of this

Agreement is: May 1, 2019 through September 30, 2020.

3. The maximum \$ 2,970.00

of this Agreement is: Two Thousand Nine Hundred Seventy dollars and no/cents

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement:

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IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.):

Plumas County Probation Department

CONTRACTOR BUSINESS ADDRESS:

270 County Hospital Road, Ste#128

PRINTED NAME OF PERSON SIGNING

CONTRACTOR AUTHORIZED SIGNATURE

*ES*

CITY

Quincy

STATE

CA

ZIP

95971

TITLE

DATE SIGNED

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME:

Board of State and Community Corrections

CONTRACTING AGENCY ADDRESS:

2590 Venture Oaks Way Suite #200

PRINTED NAME OF PERSON SIGNING

Evonne Garner

CONTRACTING AGENCY AUTHORIZED SIGNATURE

*ES*

DEPARTMENT OF GENERAL SERVICES APPROVAL

CITY

Sacramento

STATE

CA

ZIP

95833

TITLE

Deputy Director

DATE SIGNED

EXEMPTION (If Applicable)

SCM Volume 1 4,06





3D.1.

## **BOARD OF SUPERVISORS STAFF REPORT**

**TO:** Honorable Board of Supervisors

**FROM:** Tracey Ferguson, AICP, Planning Director T.F.

**MEETING DATE:** June 16, 2020

**SUBJECT:** **CONSENT ITEM:** Hinman and Associates Consulting, Inc. FY 2020-2021 Professional Services Agreement

### **STAFF RECOMMENDATION:**

1. Approve and authorize Chair to sign professional Services Agreement, not to exceed \$32,000, by and between Plumas County and Hinman and Associates Consulting, Inc. for FY 2020-2021; approved as to form by County Counsel

### **BACKGROUND/DISCUSSION:**

The professional Services Agreement (Attachment 1) with Hinman and Associates Consulting, Inc. (Uma Hinman) for FY 2020-2021 (July 1, 2020 through June 30, 2021), not to exceed \$32,000, is to provide support services to Plumas County in assisting with the Upper Feather River Integrated Regional Water (UFRIRWM) Management Plan Program and the Sierra Valley Groundwater Management District (SVGMD).

Exhibit A to the Services Agreement outlines the scope of work and services that can be provided.

Exhibit B to the Services Agreement provides the fee schedule.

Approved as to form by County Counsel on June 3, 2020.

Services Agreement was executed by Uma Hinman on June 4, 2020.

### **ATTACHMENT:**

1. FY 2020-2021 Hinman and Associates Consulting, Inc. Services Agreement

### Services Agreement

This Agreement is made by and between the PLUMAS COUNTY, a political subdivision of the State of California (hereinafter referred to as "County"), and Hinman and Associates Consulting, Inc., a California Corporation (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.
2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B (Fee Schedule), attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Thirty-Two Thousand dollars (\$32,000).
3. Term. The term of this agreement shall be from July 1, 2020 through June 30, 2021, unless terminated earlier as provided herein.
4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds except for services already provided but not yet paid to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.
6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.

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

- 1 -

CONTRACTOR INITIALS HA

7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.
8. Indemnification. To the fullest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, ~~deductibles~~, self-insured retentions, demands, liability, judgments, awards, fines, ~~mechanics~~, liens or other liens, labor disputes, losses, damages, ~~expenses~~, charges or costs of any kind or character, including attorney's fees and ~~court~~ costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties.
9. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.
10. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.
11. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
12. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.

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

CONTRACTOR INITIALS

13. Choice of Law. The laws of the State of California shall govern this agreement.
14. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
15. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
16. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
17. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
18. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
19. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 10990 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.
20. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:
- a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).
  - b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousands dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.

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

CONTRACTOR INITIALS

c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:

i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 20, the "County") as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and

iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and

iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and

v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 03 04 13; and

vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

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

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

- 4 -

CONTRACTOR INITIALS DA

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

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

County:

Planning Department  
County of Plumas  
555 Main Street  
Quincy, CA 95971  
Attention: Tracey Ferguson, Planning Director  
[traceyferguson@countyofplumas.com](mailto:traceyferguson@countyofplumas.com)  
530-283-6214

Contractor:

Hinman and Associates Consulting, Inc.  
P.O. Box 1251  
Cedar Ridge, CA 95924  
Attention: Uma Hinman, Owner/Environmental Planner  
[uhinman@comcast.net](mailto:uhinman@comcast.net)  
916 813-0818

22. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.
23. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.
24. Retention of Records. Pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

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

- 5 -

CONTRACTOR INITIALS UH

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

**CONTRACTOR:**

Hinman and Associates Consulting, Inc., a  
California Corporation

By: [Signature]  
Name: Uma Hinman  
Title: President and Treasurer  
Date signed: 6/14/2020

**COUNTY:**

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

By: \_\_\_\_\_  
Kevin Coas, Chair  
Board of Supervisors  
Date signed: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Nancy DeFarno  
Clerk of the Board of Supervisors  
Date signed: \_\_\_\_\_

Approved as to form.

[Signature] 6/3/20  
Gretchen Stult  
Deputy County Counsel III

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

CONTRACTOR INITIALS [Signature]



## EXHIBIT A

### **Scope of Work**

Provide services in assisting Plumas County with support services to the Upper Feather River Integrated Regional Water (UFRIRWM) Management Plan Program and the Sierra Valley Groundwater Management District (SVGMD). Hinman and Associates Consulting, Inc. staff will assist with implementation of the UFRIRWM Program and SVGMD GSP as needed.

Services that can be provided include:

- Tracking emails and policy documents;
- Assist with project development and grant application(s) efforts upon request;
- Take responsibility for the Regional Water Management Group (RWMG) meeting(s) logistics and agendas;
- Maintenance and updating the UFRIRWM website (featherriver.org);
- Manage communication to the RWMG and the public;
- Research and identify funding opportunities;
- Participate in UFRIRWM Funding Area coordination and project development efforts;
- Participate in SVGMD GSP Project Team calls and meetings;
- Assist the SVGMD with Department of Water Resources (DWR) Sustainable Groundwater Management (SGM) Grant Program GSP tasks upon request;
- Support with SVGMD tasks upon request;
- Other water use, water quality, groundwater management, water conservation, and water planning support services, as assigned;
- Project contract management; and
- Organizational strategizing and financial planning.

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

- 7 -

CONTRACTOR INITIALS HA

**EXHIBIT B**

**Fee Schedule**

Compensation shall not exceed \$32,000 for work under this contract.

Contractor shall submit an invoice to County for each calendar month in which services are provided.

Hourly Rates:

Principal Planner \$90.00/hour

Planner/Analyst \$65.00/hour

Administrative Support \$35.00/hour

Sub-Consultants:

Hirman and Associates Consulting, Inc. charges a 5% administrative fee on all sub-consultant labor.

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

- 8 -


CONTRACTOR INITIALS hds



3D.2.

## **BOARD OF SUPERVISORS STAFF REPORT**

**TO:** Honorable Board of Supervisors

**FROM:** Tracey Ferguson, AICP, Planning Director 

**MEETING DATE:** June 16, 2020

**SUBJECT:** **CONSENT ITEM:** Resolution authorizing the Prop 1 Round 1 Integrated Regional Water Management Implementation (IRWM) Grant proposal submittal and execution of an agreement with the State

### **STAFF RECOMMENDATION:**

1. Adopt RESOLUTION authorizing the proposal submittal and execution of an agreement with the State of California for the Proposition 1 Round 1 Integrated Regional Water Management Implementation Grant

### **BACKGROUND/DISCUSSION:**

The Plumas County Board of Commissioners is the governing body for the Plumas County Community Development Commission (PCCDC) and adopted Resolution No. 2019-005 on November 18, 2019 authorizing the agency to apply for and/or administer the Department of Water Resources (DWR) water grants as part of the IRWM process. An application was submitted by the PCCDC to DWR for the Upper Feather River (UFR) IRWM Region Proposition 1 Round 1 Implementation Grant with the PCCDC as the grant applicant.

Due to concerns regarding PCCDC's staffing capacity and DWR grant management experience it is the desire of the UFR Regional Water Management Group (RWMG) to change the grant applicant to the County of Plumas. On June 5, 2020 a letter (Attachment 1) was submitted on behalf of the UFR RWMG to DWR requesting the change of applicant. On June 5, 2020 DWR replied to the UFR RWMG acknowledging receipt of the letter and confirmed the change will be made (Attachment 2).

The grant requires authorizing documentation whereby the applicant must provide a resolution adopted by the applicant's governing body (Attachment 3). The Board of Supervisors is the governing body of Plumas County and the Chair of the Board of Supervisors has the delegated authority to execute contract agreements.

### **ATTACHMENT:**

1. Change of Grant Applicant letter to DWR on behalf of UFR RWMG (June 5, 2020)
2. DWR reply to UFR RWMG Change of Grant Applicant letter (June 5, 2020)
3. RESOLUTION NO. 2020-\_\_\_\_\_ of the Board of Supervisors of the County of Plumas Authorizing the Proposal Submittal and Execution of an Agreement with the State of California for the Proposition 1 Round 1 Integrated Regional Water Management Implementation Grant



PLUMAS COUNTY PLANNING & BUILDING SERVICES

PLANNING DEPARTMENT  
DIRECTOR FERGUSON  
555 Main Street, Quincy, CA 95971  
(530) 283-6214

June 5, 2020

SUBMITTED VIA EMAIL: [DWR\\_IRWM@water.ca.gov](mailto:DWR_IRWM@water.ca.gov)

Department of Water Resources (DWR)

RE: Change of Grant Applicant  
Proposition 1 Integrated Regional Water Management (IRWM)  
Round 1 Implementation Grant Application– Upper Feather River (UFR) IRWM Region

To Whom It May Concern:

The UFR Regional Water Management Group (RWMG) respectfully submits this request to replace the "Applicant" for the Proposition 1 IRWM Round 1 Implementation Grant Application, which is part of the Mountain Counties Funding Area.

Due to concerns regarding staffing capacity and DWR grant management experience, the previous applicant, Plumas County Community Development Commission, will be replaced with the County of Plumas as the Applicant which is prepared to enter into the Grant Agreement with DWR. The County of Plumas will administer the grant (Project 1) and provide support to the Sierraville Public Utilities District (Project 2) and the Indian Valley Community Services District (Project 3).

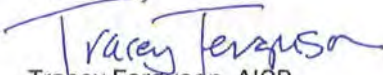
Plumas County has a long history of administering grant funding in the UFR IRWM Region. Further, the County has been the umbrella agency since 2014 for coordinating the UFR RWMG. In 2013/14, the County pursued and administered a Proposition 84 IRWM Planning Grant to update the 2005 UFR IRWM Plan, which was successfully updated to Proposition 1 standards in November 2016. Prior to that, Plumas County was again the lead agency in administering \$7 million in Proposition 50 IRWM funding that benefitted natural resource and municipal agencies and non-profits within the region.

The County is in the process of obtaining authority to enter into a Grant Agreement with the State of California by virtue of a Plumas County Board of Supervisors (Board) Resolution, which is anticipated to go before the Board on June 16, 2020 and will authorize the County to apply for and administer the grant and execute agreements with the State.

The County maintains all accounts according to Generally Accepted Accounting Principles and undergoes an annual audit from an outside auditing firm ensuring the accuracy of accounts. Further, Plumas County has over 20 years of proven experience in the successful administration of State grants through DWR.

Please contact me with any questions at (530) 283-6214 or [traceyferguson@countyofplumas.com](mailto:traceyferguson@countyofplumas.com).

Sincerely,

  
Tracey Ferguson, AICP  
Planning Director

cc: Sharon Thrall, Chair, UFR RWMG  
Kevin Goss, Chair, Plumas County Board of Supervisors  
Roger Diefendorf, Executive Director, Plumas County Community Development Commission  
Lee Wright, Chair, Board President, Sierraville Public Utilities District  
Paul Rose, Contract Certified Systems Operator, Sierraville Public Utilities District  
Chris Gallagher, General Manager, Indian Valley Community Services District

## Ferguson, Tracey

---

**From:** Lorenzo-Lee, Maria@DWR <Maria.Lorenzo-Lee@water.ca.gov>  
**Sent:** Friday, June 05, 2020 2:24 PM  
**To:** Uma Hinman; DWR IRWM Grants@DWR  
**Cc:** Ferguson, Tracey; Gilreath, Ashley@DWR; Camargo, Eliana@DWR; Eusuff, Muzaffar@DWR; 'leah ursula wills'; Thrall, Sharon  
**Subject:** RE: P1R1IG Upper Feather River IRWM Change of Applicant

Hello, Uma

Thank you for your letter requesting a change of applicant. We will make the change in the Final Awards List. If additional information is needed, we will contact with you.

Take care.

Sincerely,

Maria Lorenzo-Lee

*Maria T. Lorenzo-Lee, P.E., CFM  
Sr. Engineer/Programmatic Project Manager  
Financial Assistance Branch  
Division of Regional Assistance, DWR  
[Maria.Lorenzo-Lee@water.ca.gov](mailto:Maria.Lorenzo-Lee@water.ca.gov)  
(916) 657-4893 office  
(916) 698-3825 cell*

**From:** Uma Hinman <uhinman@comcast.net>  
**Sent:** Friday, June 5, 2020 8:29 AM  
**To:** DWR IRWM Grants@DWR <dwr\_irwm@water.ca.gov>  
**Cc:** Tracey Ferguson <TraceyFerguson@countyofplumas.com>; Gilreath, Ashley@DWR <Ashley.Gilreath@water.ca.gov>; Camargo, Eliana@DWR <Eliana.Camargo@water.ca.gov>; Lorenzo-Lee, Maria@DWR <Maria.Lorenzo-Lee@water.ca.gov>; Eusuff, Muzaffar@DWR <Muzaffar.Eusuff@water.ca.gov>; 'leah ursula wills' <leah2u@frontiernet.net>; sherrie.thrall@gmail.com  
**Subject:** P1R1IG Upper Feather River IRWM Change of Applicant

To Whom It May Concern:

Please see attached letter regarding a change of Applicant for the Upper Feather River IRWM Region's application for the DWR Prop 1 IRWM Round 1 Implementation Grant (P1R1IG). The Upper Feather River IRWM is part of the Mountain Counties Funding Area.

Regards,

Uma Hinman, Coordinator  
Upper Feather River RWMG

Uma Hinman  
Hinman & Associates Consulting, Inc.  
<http://umahinman.com>  
(916) 813-0818

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS  
AUTHORIZING THE PROPOSAL SUBMITTAL AND EXECUTION OF AN AGREEMENT WITH THE STATE OF CALIFORNIA FOR  
THE PROPOSITION 1 ROUND 1 INTEGRATED REGIONAL WATER MANAGEMENT IMPLEMENTATION GRANT**

**WHEREAS**, the Plumas County Board of Commissioners is the governing body for the Plumas County Community Development Commission and adopted Resolution No. 2019-005 on November 18, 2019 authorizing the agency to apply for and/or administer the Department of Water Resources water grants as part of the Integrated Regional Water Management process; and

**WHEREAS**, an application was submitted by the Plumas County Community Development Commission to the Department of Water Resources for the Upper Feather River Integrated Regional Water Management Region Proposition 1 Round 1 Implementation Grant with the Plumas County Community Development Commission as the grant applicant; and

**WHEREAS**, due to concerns regarding the Plumas County Community Development Commission's staffing capacity and Department of Water Resources grant management experience it is the desire of the Upper Feather River Regional Water Management Group to change the grant applicant to the County of Plumas; and

**WHEREAS**, on June 5, 2020 a letter was submitted on behalf of the Upper Feather River Regional Water Management Group to the Department of Water Resources requesting the change of applicant; and

**WHEREAS**, said letter states Plumas County has a long history of administering grant funding in the Upper Feather River Integrated Regional Water Management region and has been the umbrella agency since 2014 for coordinating the Upper Feather River Regional Water Management Group; and

**WHEREAS**, on June 5, 2020 the Department of Water Resources replied to the Upper Feather River Regional Water Management Group acknowledging receipt of the letter with the change of applicant request and confirmed the change will be made; and

**WHEREAS**, the Board of Supervisors is the governing body of Plumas County and the Chair of the Board of Supervisors has the delegated authority to execute contract agreements.

**NOW, THEREFORE, THE BOARD OF SUPERVISORS OF PLUMAS COUNTY RESOLVE THAT:**

The proposal be made to the California Department of Water Resources to obtain a Round 1 Integrated Regional Water Management Implementation Grant pursuant to the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Water Code Section 79700 et seq.), and to enter into an agreement to receive a grant for the water agencies within the Upper Feather River IRWM Region; and the Chair of the Board of Supervisors, or designee, is hereby authorized and directed to prepare the necessary data, conduct investigations, file such proposal, and execute a grant agreement with the California Department of Water Resources.

**ADOPTED July 16, 2020, by the Board of Supervisors of the County of Plumas by the following vote:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Kevin Goss  
Chair, Board of Supervisors

**ATTEST:**

---

Nancy DaForno  
Clerk of said Board of Supervisors

## PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES


270 County Hospital Road, Ste 109, Quincy, CA 95971  
(530) 283-6307 FAX (530) 283-6045



Tony Hobson Ph.D., Director

DATE: June 16, 2020

TO: Honorable Board of Supervisors

FROM: Tony Hobson Ph.D., Behavioral Health Director 

SUBJECT: Consent Agenda

### **Recommendation**

1. It is respectfully requested the Board of Supervisors approve and authorize \$7040.00 no contract payment to Sutter Center for psychiatric therapy services.
2. It is respectfully requested the Board of Supervisors approve and authorize \$4650.00 no contract payment to Progress House Inc. for mental health and addiction treatment services
3. It is respectfully requested the Board of Supervisors approve and authorize \$1922.00 no contract payment to El Dorado County Health and Human Services for mental health and addiction treatment services

### **BACKGROUND AND DISCUSSION:**

1. This charge of \$7040.00 is for electroconvulsive psychiatric therapy services. Behavioral Health does not have a contract with Sutter Center for Psychiatry. Behavioral Health intends to contract with this facility for the fiscal year 2020/21. We respectfully request for board approval to pay amount due.
2. This Progress House Inc. charge of \$4650.00 is for residential addiction treatment. Behavioral Health does not have contract with Progress House Inc. Plumas County Behavioral Health is currently working on a 2020/21 contract for services with Progress House. Respectfully requesting board approval to pay this May invoice.
3. The attached May 27, 2020 invoice is for an emergency inpatient mental health and addiction treatment stay. Behavioral Health does not have a contract with El Dorado

County Health and Human Services. At the time of placement, there were no available bed space in our contracted facilities. Respectfully requesting board approval to pay this invoice

**FINANCIAL IMPACT:** There are no General Fund dollars involved in this matter. Any costs associated with this matter are covered by a combination of Federal and State funds.



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PLUMAS COUNTY MENTAL HEALTH  
220 COUNTRY HOSPITAL ROAD SUITE 109  
QUINCY, CA 95971

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0258 IV SOLUTIONS  
0301 LAB/CHEMISTRY  
0367 LAB/URCLOGY  
0393 LAB/OTAPR  
0901 ELECTRO SHOCK  
0914 PSYCH/ENDIV PX

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FOR ATTACHED

332810600000

Progress House Inc.  
 PO Box 1666  
 Placerville, CA 95667  
 Office (530) 626-9240 Fax (530) 626-8992

# Invoice

Date	Invoice #
07/1/2020	M.C.

Bill To
Plumas County Alcohol & Other Drug Services 270 County Hospital Rd., Ste. 109 Quincy, CA 95971

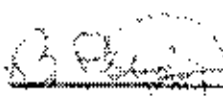
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07/01/2020

Log Number	Client Name	Referred By
891	M.C.	

Terms
NET 45

Quantity	Description	Rate	Class	Amount
01	RESIDENTIAL DRUG AND ALCOHOL SERVICES 5-1-5-51	150.00	GARDEN VALLEY	1,650.00

  
 Brenda Rothgorn, Accounting Assistant

1,650.00  
 Date

Total	\$1,650.00
Payments/Credits	\$0.00
Balance Due	\$1,650.00

# COUNTY OF EL DORADO

## HEALTH & HUMAN SERVICES

Don Simon  
Director

Behavioral Health Division  
Jamie Sambocetti, LMFT  
Deputy Director

784 Pleasant Valley Road, Suite 201  
Diamond Springs, CA 95814  
530-621-4200 Phone / 530-622-1293 Fax

1900 Lake Tahoe Boulevard  
South Lake Tahoe, CA 96150  
530-523-2070 Phone / 530-545-6873 Fax



## BOARD OF SUPERVISORS

JOHN HIDALGO  
District I  
SEVA KANTZUN  
District II  
EDIAN K. VEERKAMP  
District III  
MICHAEL RAMALLI  
District IV  
SUE NOVASEL  
District V

Plumas County Mental Health Services  
260 County Hospital Rd.  
Quincy, CA 95971

*Plumas County Mental Health Services*

350 Spring St.  
Placerville, CA 95667  
Phone: (530) 621-6281  
Fax: (530) 295-2594

Date: May 27, 2020

Client Name: D.C.  
Client #: \_\_\_\_\_  
SS#: \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
Admit Date: 02/11/2020  
D/C Date: 02/17/2020

Billing Address:  
303 F. Brier Road, Suite B  
Placerville, CA 95667  
Phone: (530) 295-6903  
Fax: (530) 295-2580

	Daily Rate	Balance Due
Total Days 4	\$961.00	\$3,844.00
		(\$1,922.00) Less Medi-Cal Credit
		\$1,922.00 Total Amount Due

Please remit payment to the billing address above.

If you have any questions, please contact me at 530-295-6903.

El Dorado County Tax ID #: 94-6000511  
TriCare Psychiatric Health Facility NPI #: 1388068580

Thank you,

Brian Long  
EL DORADO COUNTY  
HEALTH AND HUMAN SERVICES AGENCY  
HEALTH SERVICES DEPARTMENT

*20570*

RECEIVED  
JUN 1 2020

# 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 Mannix, P.E., Asst. Director Jan Blackwell, Deputy Director



## CONSENT AGENDA REQUEST

For the June 8, 2020 meeting of the Plumas County Board of Supervisors

June 5, 2020

To: The Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works and County Construction Administrator for the new Jail and Day Reporting Center Project *Robert A. Perreault*

Subject: Approve a revision to the Jail Construction Agreement, dated September 18, 2018 between the Board of State and Community Corrections (BSCC) and the County of Plumas to revise the name listed for the County Project Contact Person for the New Jail and Day Reporting Center project.

### Background:

The Director of Public Works serves as the County Construction Administrator under the BSCC Agreement for the New Jail and Day Reporting Center project.

Originally, the former Undersheriff Dean Canalia, now retired, was the appointed "County Project Contact Person" for the project. Chad Hermann, Jail Commander, has been nominated by Sheriff Todd Johns to be the new "County Project Contact Person" to be designated on the Agreement.

### Fiscal Impact:

None.

### Recommendation:

The County Construction Administrator respectfully recommends that the Board of Supervisors authorize the revision of the Agreement to reflect the name listed for "County Project Contact Person" under Article 2.D. on page 4 to be Chad Hermann, Jail Commander.

### Attachments:

Existing Page 4 of the September 18, 2018 SB 844 BSCC Construction Agreement for Plumas County's New Jail and Day Reporting Center project.

Proposed Page 4 of the September 18, 2018 SB 844 BSCC Construction Agreement for Plumas County's New Jail and Day Reporting Center project.

EXISTING PAGE 4 OF THE SEPTEMBER 18, 2018  
BSCC CONSTRUCTION AGREEMENT FOR PLUMAS COUNTY'S  
NEW JAIL AND DAY REPORTING CTR PROJECT EXECUTION COPY

County Construction Administrator:	Robert A. Perreault, Jr., P.E.
Title:	Director, Public Works
Address:	1834 East Main Street
City, State, Zip:	Quincy, CA 95971
Telephone:	(530) 286-6268
Facsimile:	(530) 283-6323
Email:	BobPerreault@countyofplumas.com

C. County Project Financial Officer. The Participating County has appointed a Project Financial Officer as identified below. Participating County agrees that its Project Financial Officer shall be responsible for establishing an official project file and a separate account for depositing of funds paid under this Agreement, and ensuring that project accounting procedures and practices are in accordance with generally accepted government accounting principles and practices (see Accounting Standards and Procedures for Counties, California State Controller, Division of Local Government Fiscal Affairs [http://www.sco.ca.gov/pubs\\_guides.html](http://www.sco.ca.gov/pubs_guides.html)) with adequate supporting documentation maintained in such detail so as to provide an audit trail which will permit tracing transactions from support documentation, to the accounting records, to the financial reports and billings. Participating County agrees that all fiscal documents, including all invoices and expenditure statements, required to be submitted to BSCC shall be certified for accuracy by its Project Financial Officer.

Project Financial Officer:	Robert Allen
Title:	Auditor-Controller
Address:	520 Main Street, Room 205
City, State, Zip:	Quincy, CA 95971
Telephone:	(530) 283-6246
Facsimile:	(530) 283-6442
Email:	Robertallen@countyofplumas.com

D. County Project Contact Person. The Participating County has appointed a County Project Contact Person as identified below. Participating County agrees that its County Project Contact Person shall be responsible for coordinating and transmitting information to BSCC and receiving and disseminating information from BSCC. Participating County agrees that all communications given to its County Project Contact Person shall be binding as if given to the Participating County.

County Project Contact Person:	Dean Canalia
Title:	Undersheriff, Plumas County Sheriff Office
Address:	1400 East Main Street
City, State, Zip:	Quincy, CA 95971
Telephone:	(530) 283-6390
Facsimile:	(530) 283-6344
Email:	Dcanalia@pcso.net

Either Party may change its project representatives upon written notice to the other Party.

PROPOSED PAGE 4 OF THE SEPTEMBER 18, 2018  
BSCC CONSTRUCTION AGREEMENT FOR PLUMAS COUNTY'S  
NEW JAIL AND DAY REPORTING CTR PROJ EXECUTION COPY

County Construction Administrator:	Robert A. Poyeault, Jr., P.E.
Title:	Director, Public Works
Address:	1834 East Main Street
City, State, Zip:	Quincy, CA 95971
Telephone:	(530) 286-6268
Facsimile:	(530) 283-6323
Email:	Bob@arroyo@countyofplumas.com

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Title:	Auditor-Controller
Address:	520 Main Street, Room 205
City, State, Zip:	Quincy, CA 95971
Telephone:	(530) 283-6246
Facsimile:	(530) 283-6442
Email:	RobertaAllen@countyofplumas.com

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County Project Contact Person:	Dean Canella - Chad Hermann, Commander
Title:	Undersheriff, Plumas County Sheriff Office
Address:	1400 East Main Street
City, State, Zip:	Quincy, CA 95971
Telephone:	(530) 283-6390
Facsimile:	(530) 283-6344
Email:	Dcanella@pcso.net

Either Party may change its Project representatives upon written notice to the other Party.

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## ENGINEERING DEPARTMENT

555 Main Street • Quincy, CA 95971 • (530) 283-6268 • Fax (530) 283-6323

Robert A. Perreault, Jr.,  
Plumas County Engineer

### CONSENT AGENDA REQUEST

for the June 16, 2020 meeting of the Plumas County Board of Supervisors

June 4, 2020

To: Honorable Board of Supervisors

From: Robert Perreault, County Engineer

A handwritten signature in black ink, reading "Robert A. Perreault, Jr.", with a stylized flourish at the end.

Subject: Tantau Ranch Designated Remainder Final Map (Tantau FM):

1. Board of Supervisors to adopt a motion to approve the Tantau Ranch Designated Remainder Final Map.

#### **Background:**

On November 13, 2019, the Plumas County Zoning Administrator (ZA) conditionally approved a Conditional Certificate of Compliance for William and Sally Tantau.

On February 26, 2020, the applicant's Surveyor, Dan Bastian, submitted an application for the Tantau FM (per Condition number one (1) of the Conditional Certificate of Compliance at the ZA meeting held on November 13, 2019). This map was examined by the Plumas County Engineering Department and Contract County Surveyor for compliance with all provisions of the Subdivision Map Act and any local ordinances applicable at the time of approval by the Plumas County Zoning Administrator of the Conditional Certificate of the Compliance.

On May 29, 2020, the Contract County Surveyor completed his examination and approved the Tantau FM by signing the cover page of said map.

On June 4, 2020, the Plumas County Tax Collector certified by signing the cover page of the Tantau FM that there are no tax liens against the lots shown on said map.

On March 4, 2020, Plumas County Environmental Health completed their review and approved the Tantau FM by interoffice memo delivered to the Engineering Department.

The roadway within this subdivision is a private easement. No County responsibilities are created, or assumed, by this vote. Maintenance is required and referenced in a Declaration of Restrictions-CCR recorded in Document #2011-0000378 of Plumas County Official Records. A formal recorded acceptance to accompany the deed is not required.

The emergency fire protection system is private and the subdivision has been annexed into the Graeagle Fire Protection District, as referenced in annexation Document #2011-0001601 of Plumas County Official Records.

**Fiscal Impact:**

No fiscal impact, fees collected by the Engineering Department at the time of submittal of Tantau Ranch Designated Remainder Final Map cover staff time.

**Recommendation:**

The County Engineer respectfully recommends that the Plumas County Board of Supervisors adopt a motion to approve the Tantau Ranch Designated Remainder Final Map.



*Reps*

PLUMAS COUNTY  
ZONING ADMINISTRATOR  
Minutes of the Meeting of November 13, 2019

The Plumas County Zoning Administrator convened in a meeting on November 13, 2019, at 10:00 a.m. in the Permit Center Conference Room, Quincy. Zoning Administrator, Tracey Ferguson, presiding. Assistant Planning Director, Rebecca Herrin, and Associate Planner, Tim Evans, are in attendance.

I. AGENDA

The agenda is approved as submitted.

II. PUBLIC COMMENT OPPORTUNITY

No public comment presented.

III. CONDITIONAL CERTIFICATE OF COMPLIANCE: TANTAU, WILLIAM & SALLY; APNs 133-080-036 & 133-080-043; T.ZZNR, 13E/S.30 MDM; RICHARD SHORT, ENGINEER

The request for a Certificate of Compliance for the designated remainder of the Tantau Ranch Subdivision recorded in Book 10 of Maps at Page 119, located at 109 Tantau Ranch Road, Oro, is presented. Associate Planner, Tim Evans, gives a presentation as outlined in the Staff Report. Zoning Administrator, Tracey Ferguson, questions if the applicant has any questions or concerns. Lorrin Tarleton, representing the applicants, states he has no concerns. The public hearing is opened at 10:03 a.m. Tarleton states they are in 100% support for the issuance of the Certificate of Compliance, whatever the conditions may be. Sue Collins, pending purchaser of the remainder parcel, requests clarification on the Assessor Parcel Numbers (APNs), specifically why there are three APNs on one lot. Assistant Planning Director, Rebecca Herrin, replies that there was an annexation which created a new tax rate area, so it has a separate APN. APNs are only for taxation purposes; they don't indicate legal parcels. There being no further comments, the hearing is closed at 10:08 a.m.

DECISION

Tracey Ferguson, Zoning Administrator, approves the Conditional Certificate of Compliance subject to the conditions of approval outlined in Exhibit 10 of the Staff Report, making Findings A through D as follows:

CONDITIONS

1. A Final Map, showing the parcel as a separate legal parcel, shall be prepared and submitted to the Plumas County Engineering Department for review and recordation.
2. A preliminary title report shall be submitted concurrently with the Final Map and all easements and restrictions listed in the preliminary title report shall be shown on the Final Map.
3. An Additional Information Map shall be prepared and submitted to the Plumas County Engineering Department and shall be reviewed and approved by the Plumas County Engineering Department.

4. All improvements within the "Designated Remainder" shall be shown on the improvement plans to the satisfaction of the County Engineer.
5. Final wetland boundaries shall be reflected on an additional information map as a building and grading exclusion area.
6. The following condition shall be noted on the Additional Information Map:

Mitigation Measure 4A.

Tree removal shall be limited to September or October, or but most surveys shall be conducted by a qualified biologist and the subject trees cleared for removal. Note: This measure shall be implemented during all site preparation and construction activities.

7. The following condition shall be noted on the Additional Information Map:

Mitigation Measure 4B.

Tree removal shall be limited to September or October, or perform breeding bird surveys if tree removal occurs between March and September. Surveys shall be conducted by a qualified biologist and the subject trees cleared for removal. Note: This measure shall be implemented during all site preparation and construction activities.

8. The following condition shall be noted on the Additional Information Map:

Mitigation Measure 4C.

Tree and vegetation removal shall be limited to September or October, or perform breeding bird surveys if tree removal occurs between March and September. Surveys shall be conducted by a qualified biologist and the subject trees and vegetation cleared for removal.

Note: This measure shall be implemented during all site preparation and construction activities.

9. To minimize potential impacts to biological resources resulting from the proposed project, the following mitigation measures shall be required:

Mitigation Measure 4D.

Covenants, codes, and restrictions (CC&Rs) shall be developed and recorded concurrently with recordation of the final map and shall include measures to prevent dogs from roaming free (CDFG Code Section 3960), prevent residents from feeding deer (Title 14; Section 251.3), shall require homeowners adjacent to wetland and buffer areas to not place lawn clippings, oil, chemicals, or trash of any kind within this setback buffer and that vegetation removal or alteration is prohibited, and measures which require that residents' garbage containers be bear-proofed or that garbage be stored in a secure location.

10. The following condition shall be noted on the Additional Information Map:

**Mitigation Measure 4I:**

Perimeter fencing shall be restricted to 3-4 strand wire with a bottom strand a minimum of 16 inches above the ground and not exceeding 48 inches in total height. The bottom strand should be barbed wire. Other fence designs that allow for unobstructed animal movement would also be acceptable, pending review and approval by the California Department of Fish & Game.

The above fencing requirements shall be included as a note on all building permits.

11. The following condition shall be noted on the Additional Information Map:

**Mitigation Measure 4J:**

To protect streams and wetland areas from developments impacts, the project design shall avoid and minimize impacts to these aquatic features. All plans and building permit plot plans shall clearly indicate the presence of any such features as determined by a qualified wetland biologist. Any fill of wetlands or streams will be limited to those areas as shown on the revised tentative map dated July 22, 2010, and subject to permits as required under laws and regulations administered by the Corps of Engineers, the Central Valley Regional Water Quality Control Board, and the Department of Fish and Game. Unless otherwise shown on the revised tentative map dated July 22, 2010, no fill or grading shall occur within wetlands or streams. Any construction within 100 feet of wetlands or perennial streams or within 50 feet of intermittent streams will employ the following mitigation measures: The identified wetland and buffer areas shall be subject to the following restrictions:

- a. Construction fencing shall be installed between the areas of grading and aquatic features to keep equipment from entering these features.
- b. No equipment storage or material storage shall occur within wetlands.
- c. Silt fencing will be installed between areas where grading is occurring and the aquatic features to keep the silt from entering these features.
- d. Any work authorized within streams will be done during the dry season when surface water is not present.
- e. Vegetation within the areas adjacent to aquatic features shall remain intact to the extent feasible and, following grading, erosion control measures will be installed until native vegetation is re-established.
- f. Any temporary construction roads shall be designed to minimize erosion and alteration of surface water hydrology and shall be removed, restored to original grade, and revegetated.

12. To avoid potential impacts to cultural resources an archaeological survey shall be completed and submitted to the Planning Department. The archaeological survey may be completed prior to recordation of the Final Map or prior to the issuance of a building or grading permit. Alternatively, no building or grading will be allowed outside the footprint of the existing improvements.

13. The following condition shall be noted on the Additional Information Map:

**Mitigation Measure 5B.**

Should development activities reveal the presence of cultural resources (i.e., artifact concentrations, including arrowheads and other stone tools or chipping debris, cans, glass, etc.; structural remains; human skeletal remains), work within 50 feet of the find shall cease immediately until a qualified professional archaeologist can be consulted to evaluate the remains and implement appropriate mitigation procedures. Should human skeletal remains be encountered, State law requires immediate notification of the County Coroner. Should the County Coroner determine that such remains are in an archaeological context, the Native American Heritage Commission in Sacramento shall be notified immediately, pursuant to State law, to arrange for Native American participation in determining the disposition of such remains.

Note: This measure shall be implemented during all site preparation and construction activities.

14. The following condition shall be noted on the Additional Information Map:

**Mitigation Measure 6A.**

To minimize geologic related impacts to a less than significant level, reference is made to the erosion control and runoff mitigation measures set forth on pages 7 through 18 of the Geotechnical Investigation Tantau Residential Development, dated November 2008. Any necessary erosion control or drainage modifications encountered during site development shall be evaluated and approved by the County Engineer.

15. The following condition shall be noted on the Additional Information Map:

**Mitigation Measure 6B.**

To minimize geologic related impacts to a less than significant level, reference is made to the erosion control and runoff mitigation measures set forth on pages 7 and 18 of the Geotechnical Investigation Tantau Residential Development, dated November 2008. Any necessary erosion control or drainage modifications encountered during site development shall be evaluated and approved by the County Engineer.

Note: This measure shall be implemented during all site preparation and construction activities.

16. The following conditions shall be noted on the Additional Information Map:

**Mitigation Measure 9D.**

Prior to approval of a building or grading permit for individual residential units, an engineered grading plan shall be prepared which incorporates, as appropriate, the design considerations set forth in the Erosion Control and Runoff Evaluation prepared by Allen Gray dated December 1, 2008, Exhibit 10. Note: This measure shall be implemented during all site preparation and construction activities.

## FINDINGS

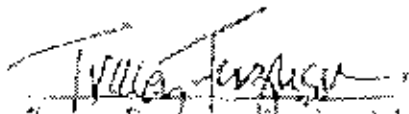
- A) This real property complies with the applicable provisions of the Subdivision Map Act and local ordinances and resolutions created pursuant thereto; and
- B) The recordation of this Conditional Certificate of Compliance is pursuant to the authority vested in the Zoning Administrator by the Subdivision Ordinance of the County of Plumas (Resolution No. 84-3741).
- C) The recordation of this Conditional Certificate of Compliance relates only to issues of compliance or noncompliance with the Subdivision Map Act and local ordinances enacted pursuant thereto. The parcels described within the Conditional Certificate of Compliance may be sold, leased, or financed without further compliance with the Subdivision Map Act or any local ordinance enacted pursuant thereto. Development of this parcel may require issuance of a permit or permits, or other grant or grants of approval.
- D) The Conditional Certificate of Compliance is not a project under the definition of "project" (Public Resources Code, Division 13, Chapter 2.5, Section 21065) as this action does not create any environmental impacts as it involves creation of a legal parcel and no approval of future entitlements. Any future entitlements or permits approved by the County will be required to meet all conditions of approval of the Conditional Certificate of Compliance. In addition, there may be discretionary review required by the type of permit obtained which will necessitate the adoption of an environmental review document.

*Zoning Administrator Notation:* Any decision made as a result of this meeting may be appealed to the Board of Supervisors within ten (10) days of the decision. If the tenth day lands on the weekend, the end of the appeal period will be the next working day. The appeal will need to be based on relevant information stated or submitted at or prior to this meeting by a commenting public member or representative, or certain County department heads as stated by County Code. There is a filing fee for the appeal. Fee information is available from Planning and Building Services.

## ADJOURN

There being no further business, the meeting adjourns at 10:10 a.m. The next regularly scheduled Zoning Administrator meeting is set for December 11, 2019, at 10:00 a.m. at the Planning & Building Services Conference Room located at 555 Main Street in Quincy.

  
Heidi Wightman, Department Fiscal Officer II

  
Tracy Ferguson, Zoning Administrator





TODD JOHNS  
SHERIFF/CORONER  
DIRECTOR

# Office of the Sheriff

## Office of Emergency Services

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

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## Memorandum

**DATE:** June 8, 2020  
**TO:** Honorable Board of Supervisors  
**FROM:** Sheriff Todd Johns *TJ*  
**SUBJECT:** Agenda Item for the meeting of June 16, 2020

### Recommended Action:

Approve payment for a fixed asset purchase from the Sheriff's Communications fund not to exceed \$6,900 and direct that the purchased items be added to the County Fixed Asset inventory.

### Background and Discussion:

The Administrative & Budgetary controls require County Administrator approval on purchases under \$10,000. In this case, that purchase is for microwave equipment that recently failed. The CA reviewed and approved the purchase.

It is important that the Board of Supervisors recognize this purchase as a fixed asset that will be added to microwave equipment we already have. This allows the purchased items to be added to the County Fixed Asset Inventory and therefore covered by insurance.

The funds are available and the expense will be paid from dept. 70375 account 544203.

The approval from the CA's Office is attached.

# Memo

**To:** 1A1  
**From:** 1A5  
**Date:** 6/2/20  
**Re:** Microwave Links

---

Please have the County Administrator review the following and hopefully approve the sole source request for replacement equipment.

Over the last weekend we had another indoor unit (IDU) that are part of our microwave system on Mt Hough fail. We have no spares and replacements must be purchased as a link (or pair), as the newer version device does not speak with the older ones we have. This sole source request is essentially the same thing we had to do for another site late last year.

The manufacture of our current microwave equipment, Trango, no longer makes or services the IDUs we have. They do have a new model available that must be replaced in pairs as they do not work with the series we have. In the alternative, we can purchase a new link from a different manufacture. This requires all new equipment except the coax cable. Our current outdoor units (ODU) and antennas will not work with another manufacture without adapters or new antennas all together. Most of these links are in excess of \$18,000, but we could buy much less than enterprise grade units out of China for around \$11,000 not including labor costs, although that brings its own set of problems. Previously I priced out a comparable Motorola link for \$18,014.

I received a quote from Trango for two replacement IDUs. The cost is \$8,300 (no change from the last purchase). If we change the ODU as well, the cost increases to \$10,125. We would be able to reuse our antennas, cabling and mounts with either option or the ODUs with the first option. Swapping IDUs can be done in house with no outside labor. If we purchased a new Trango link, someone certified in tower climbing would need to be contracted to replace the ODUs. The cost would be in the \$4,000 range for this work.

On a complete replacement using a different manufacture, we would have to add about \$7,000 in labor to remove our current equipment, replace it with the new equipment, align the link and optimize it to the overall system.



All of this gives us four alternatives (prices are minus tax and shipping)-

- |  |          |
|--|----------|
| 1) Replace the IDUs with new Trango equipment.                             | \$6,300  |
| 2) Replace the entire link with Trango equipment (+ labor)                 | \$14,125 |
| 3) Replace the entire link with others enterprise grade equipment (+labor) | \$25,000 |
| 4) Replace the link with less than enterprise grade equipment (+labor)     | \$18,000 |

This is a sole source purchase as there are no alternatives available from other manufactures, therefore this will need to be approved by County Administrator before we proceed.

APPROVED BY CAO

6/4/20.



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**PLUMAS COUNTY FLOOD CONTROL & CONSERVATION DISTRICT**

1834 East Main Street, Quincy, CA 95971

Telephone: (530) 283-6268

**AGENDA REQUEST**

For the June 16, 2020 meeting of the Plumas County Board of Supervisors

June 5, 2020

To: Honorable Board of Supervisors

From: Robert Perreault – Manager, Flood Control and Water Conservation District

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

Subject: Authorize Budget Transfer of \$13,000 from Lake Davis Water Treatment Plant (545310), a fixed asset account, to Administration (account 527900) and Professional Services (account 521900), within the Flood Control budget. Discussion and possible action.  
**(Four/Fifths Vote)**

**Background:**

On September 17, 2019, the Board of Supervisors adopted a Resolution to adopt the final budget for Plumas County and the Dependent Special Districts Therein for Fiscal Year 2019-2020, which included the Public Works Flood Control District.

As of May 31, 2020, the District had incurred higher-than-anticipated expenditures in the Administration account due to significantly increased (but unforeseen as recently as last year) number of Public Meetings and Caucuses pertaining to the "State Water Project – CONTRACT EXTENSION"; and the training of a Public Works employee in the matters of Flood Control. These administration expenses are owed to the Public Works Road Fund.

As there are projected savings in the Lake Davis Water Treatment Plant fixed asset account, the District is recommending that the Board of Supervisors approve the attached budget request to allow the District to pay for these projects in this current fiscal year, FY19-20.

Attached is a completed "Budget Transfer" form signed by the Department's Fiscal Officer and the County Auditor.

**Recommendation:**

The Flood Control Manager respectfully recommends that the Board of Supervisors authorize the Flood Control District to Transfer \$13,000 from the Lake Davis Water Treatment Plant fixed asset account and transfer \$12,000 to the Administration expense account; and \$1000 to the Professional Services expense account.

Attachment: Budget Transfer Request

**COUNTY OF PLUMAS**  
**REQUEST FOR BUDGET APPROPRIATION TRANSFER**  
**OR SUPPLEMENTAL BUDGET**

**TRANSFER NUMBER**

(Auditor's Use Only)

Department: Flood Control

Dept. No: 26100

Date: 6/5/2020

The reason for this request is (check one):

- A. ☐ Transfer to/from Contingencies OR between Departments  
 B. ☐ Supplemental Budgets (including budget reductions)  
 C. ☒ Transfers to/from or new Fixed Asset, within a 51XXX  
 D. ☐ Transfer within Department, except fixed assets  
 E. ☐ Establish any new account except fixed assets

**Approval Required**

Board  
 Board  
 Board  
 Auditor  
 Auditor

☒ **TRANSFER FROM OR**

☐ **SUPPLEMENTAL REVENUE ACCOUNTS**

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0208	26100	545310	Lk Davis Constr Proj	13,000.00
Total (must equal transfer to total)				13,000.00

☒ **TRANSFER TO OR**

☐ **SUPPLEMENTAL EXPENDITURE ACCOUNTS**

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0208	26100	527900	Administration	12,000.00
0208	26100	521900	Professional Services	1,000.00
Total (must equal transfer to total)				13,000.00

Supplemental budget requests require Auditor/Controller's signature

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

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

A) Administration and Professional Services Expenses higher than budgeted for 19/20

B) The line item for "Lake Davis Contr Proj" is anticipated to come in lower than budget

C) Payment needs to be made from the FY19/20 budget

D) N/A

Approved by Department Signing Authority:

Damian Tardi

☐ Approved/ Recommended

☐ Disapproved/ Not recommended

Auditor/Controller Signature: \_\_\_\_\_

Board Approval Date: \_\_\_\_\_

Agenda Item No. \_\_\_\_\_

Clerk of the Board Signature: \_\_\_\_\_

Date Entered by Auditor/Controller: \_\_\_\_\_

Initials \_\_\_\_\_

### INSTRUCTIONS:

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

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

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

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

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

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**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*

**CONSENT AGENDA REQUEST**

for the January 16, 2020 meeting of the Plumas County Board of Supervisors

Date:            June 8, 2020

To:              Honorable Governing Board

From:           Robert Perreault, Manager, WRCSD



Subject:        Amendment No. 1 to the WRCSD Professional Services Agreement for Fruit Growers Laboratory, Inc. for Water and Wastewater Testing Services; discussion and consider authorization.

**BACKGROUND:**

Fruit Growers Laboratory (FGL) is the current laboratory conducting analysis on samples taken from Walker Ranch CSD water and wastewater operations. The periodic tests that are run by FGL are required by the Central Valley Regional Water Quality Control Board to comply with regulations. Walker Ranch CSD executed a professional services agreement dated January 19, 2018 for laboratory testing services with FGL.

The attached Amendment No. 1 to agreement for professional services, approved as to form by County Counsel, extends the term of the agreement set to expire June 30, 2020, to June 30, 2023. The contractor's total maximum compensation shall be extended from \$8,000 to \$16,000 and shall not exceed \$16,000.

The source of funding for this contract is the budget of the Walker Ranch CSD and does not involve Plumas County general funds.

**RECOMMENDATION:**

The Manager of the Walker Ranch Community Services District respectfully recommends that the WRCSD Governing Board authorize the WRCSD Manager and the Chair of the Governing Board to execute Amendment No. 1 to the Professional Services Agreement with Fruit Growers Laboratory, Inc., copy attached.

Attachment:    Amendment No. 1 to the Professional Services Agreement for Fruit Growers Laboratory, Inc. for Water and Wastewater Testing Services

**AMENDMENT NO. 1**  
**to the**  
**PROFESSIONAL SERVICES AGREEMENT**  
**for**  
**Laboratory Testing**  
**Walker Ranch Community Services District**

This First Amendment to Agreement for Laboratory Testing is made on May \_\_, 2020 between the **WALKER RANCH COMMUNITY SERVICES DISTRICT**, a political subdivision ("WRCSD") and **FRUIT GROWERS LABORATORY, INC.**, a California Corporation, (hereinafter referred to as "Laboratory"), who agrees as follows:

1. **Recitals:** This amendment is made with reference to the following facts and objectives:
  - a. WRCSD and Laboratory have entered into a written Agreement dated January 19, 2018, in which Laboratory agreed to provide Laboratory Testing to WRCSD.
  - b. Because agreement is set to expire June 30, 2020 and increase available funding, the parties desire to change the Agreement.
2. **Amendments:** The parties agree to amend the Agreement as follows:
  - a. Paragraph 2. Is amended to read as follows:

**Compensation.** WRCSD shall pay Laboratory for services provided to WRCSD pursuant to this agreement in the manner set forth in Exhibit B, attached to written Agreement dated January 19, 2018. The total amount paid by WRCSD to Laboratory under this Agreement shall not exceed Sixteen Thousand Dollars and 00/100 (\$16,000).
  - b. Paragraph 3. Is amended to read as follows:

**Term.** The term of this agreement shall commence retroactively from July 1, 2017, through June 30, 2023, unless terminated earlier as provided herein.
3. **Effectiveness of Agreement:** Except as set forth in this First Amendment of Agreement, all provisions of the Agreement dated January 19, 2018, shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 1 to be executed by and through their respective authorized officers, as of the date first above written.

**FOR FRUIT GROWERS LABORATORY, INC.**

\_\_\_\_\_  
Clen Olsen, Marketing Director

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

\_\_\_\_\_  
Kelly Dunnahoo, CEO/CFO

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

Taxpayer ID Number: 95-0755000

**FOR WALKER RANCH COMMUNITY SERVICES DISTRICT**

**APPROVED AS TO SCOPE OF WORK:**

\_\_\_\_\_  
Robert A. Perreault, Jr., P.E.  
Manager WRCSO

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

**CONCURRENCE:**

\_\_\_\_\_  
Kevin Goss, Chair, Board of Supervisors

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

**ATTEST:**

\_\_\_\_\_  
Nancy DeFormo, Clerk of the Board of Supervisors

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

Approved as to form:



5/28/20

Gretchen Stahr  
Deputy County Counsel III

6A.1.

## 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 June 15, 2020 meeting of the Plumas County Board of Supervisors

June 8, 2020

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works 

Subject: Adopt the Senate Bill 1 Proposed Project List for FY 20/21 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.

#### Recommended Action

Adopt the attached Senate Bill 1 Proposed Project List for FY 20/21 allocation of Road Maintenance and Rehabilitation (RMRA) funding. The allocation amount is estimated by the California State Association of Counties (CSAC) to be \$1,918,606 for Plumas County for FY 20/21. The State Controller's Office will issue monthly allocations after the County's project list is approved by the California Transportation Commission (CTC). The allocated funds will be used to finance the maintenance and improvement of Plumas County roads, bridges, maintenance facilities and fleet. Authorize the Director of Public Works or his assignees to perform related duties as may be required to administer the funds. This fiscal year, due to COVID-19, agencies providing their adopted RMRA lists to the CTC by July 15 will be eligible for allocations beginning in July of 2020. The actual payments will begin two months in arrears (September 2020).

#### Background

SB 1 dedicated approximately \$1.5 billion per year in new formula revenues apportioned by the State Controller (Controller) to cities and counties for basic road maintenance, rehabilitation, and/or critical safety projects on the local streets and roads system.

To be eligible to receive funding from the Controller, each year, cities and counties must submit a proposed project list adopted at a regular meeting by their board or council that is then submitted to the California Transportation Commission (Commission). Once reviewed and adopted by the Commission, the list of eligible cities and counties to receive funding is sent to the Controller to begin the apportionment process for that fiscal year.

RMRA estimates over the 10-year life of SB1 were provided by CSAC and Department of Finance in 2017 (except where noted). To date, overall RMRA revenues have exceeded the estimates.



FY	State's RMRA Estimate	RMRA Actuals to date	Plumas Allocations to Pavement Projects	Plumas Allocations to Bridge, Culverts, Other non-pavement Projects	Plumas Allocations to Maintenance & Operations	Plumas Allocations to Bike/Ped Projects	Plumas Allocations to Diesel Equipment Procurement per C.A.R.B.
17/18	\$781,000	\$770,140	\$356,000	100,000		\$314,000	
18/19	\$1,790,000	\$2,039,933			\$2,039,933		
19/20	*\$1,859,348	\$1,486,566	\$420,000	\$360,000	\$398,846		\$790,000

\*Dept. of Finance/CSAC Budget Estimate 5/18/20

#### COVID-19 Impacts to RMRA (per gallon tax)

RMRA funds are collected and disbursed on a different schedule than regular gas tax (HUTA). Revenues come to local agencies two months after collection by the State. Nine out of the twelve scheduled payments have been received thus far. Payments received through April were on track. The most recent monthly payment on May 22 showed a decrease of approximately 50% of this year's average. CSAC distributed revised RMRA estimates for FY 19/20 and FY 20/21 based the May Revised State Budget. The State is estimating the RMRA will \$110,000 under what Public Works budgeted for in FY 19/20. The Department will continue to update the Budget Committee on COVID-19 impacts to gas tax revenues during the review of the FY 20/21 budget.

#### Proposed FY 20/21 RMRA Allocations

FY	State's RMRA Estimate	Plumas Allocations to Pavement Projects	Plumas Allocations to Bridge, Culverts, Other non-pavement Projects	Plumas Allocations to Maintenance & Operations	Plumas Allocations to Bike/Ped Projects	Plumas Allocations to Diesel Equipment Procurement per C.A.R.B.
20/21	*\$1,918,606	\$600,000		\$1,128,606		\$190,000

\*Dept. of Finance/CSAC Budget Estimate 5/18/20

#### **A. Proposed Pavement Projects**

The PMS program (StreetSaver) for project selection is based on the following parameters:

1. \$600,000 budget for pavement treatments per year proposed from RMRA, \$200,000 in pavement preventative maintenance from the Maintenance and Operations budget (Item B).
2. A 7-year program timeline is assigned which coincides with the SBI legislation's current end date.
3. A 5% inflation rate and a 1.15% interest rate is assigned.
4. The 7-year Budget Scenario assumes no Secure Rural Schools funding after FY 20/21.

The initial output for the 7-year Budget Scenario from StreetSaver is attached (See Exhibit A). The PMS system works off randomly selected inspection locations collected over time so the program output always needs to be reviewed in the field for actual pavement conditions at proposed project sites. When reviewing potential projects, staff also considers the amount of pavement repair work that is needed on roads selected prior to implementing a chip seal or an overlay and whether or not that work is in progress or still needs to be scheduled.

In addition, the logistics of pavement treatment applications must be understood. Chip seals rely on the Department's ability to stockpile aggregates in appropriate locations to meet the project's needs. In addition, chip seal projects are planned in 3.9-mile intervals (45,000 sq. ft. +/-) based on using full tanker loads of chip oil to avoid higher unit costs for partial loads or to avoid having the tanker apply oil at multiple locations widely spread apart.

#### Maintenance District 1 (Duckwough)

##### Chip Seals

Lake Davis Road - 6.5 miles - \$277,000

Grizzly Road - from Lake Davis south towards SR 70 - 1.3 miles - \$46,000

Recommended by StreetSaver

#### Maintenance District 2 (Greenville)

##### Overlays

Bush Street in Greenville - between Jessie St. to Main St. - \$8,000

Recommended by StreetSaver

#### Maintenance District 3 (Chester)

##### Chip Seals

All Hamilton Branch Subdivision Streets - 3.2 miles, Lake Almanor Drive - 0.7 miles - \$138,000

Recommended by staff, as crews will be finishing pavement patching and dig outs in this area this summer.

##### Preventative Overlays

Peninsula Dr. - 0.25 miles total in spot locations where needed between County Route A13 and the LACC gate - \$43,000

#### Maintenance District 5 (Gracangle)

##### Chip Seals

All Valley Ranch Subdivision Streets - 2.7 miles, County Route A15 from SR 89 north 1.2 miles - \$138,000

Recommended by staff, as crews will be finishing pavement patching and dig outs in this area this summer.

**FY 20-21 Total Proposed Pavement Projects = \$600,000**

## **B. Maintenance & Operations**

The Department's recommendation for FY 20/21 is for RMRA funding for labor, equipment, and materials costs for the following maintenance categories:

Maintenance Category #2 - Pavement Patching and Pavement Materials – Countywide Purchase of Patching Materials - \$200,000

Maintenance Category #4 - Brushing/Limbing/Mowing – Countywide – for vehicle clearances, sight distance improvements and to reduce roadside fuels - \$300,000

Maintenance Category #5 - Restriping County Roads including pavement markings and sign replacements - Countywide - \$300,000

Maintenance Category #BRM - Bridge Preventative Maintenance including repairs to bridge decks, railings, abutment seats, joint seals, and scour prevention - \$250,000

Work Order #ADA – update ADA Transition Plan for Public Right-of-way in the communities of Quincy, Greenville and Chester -- update project lists, remove corrections completed and update lists to show which items that are Caltrans' responsibility - \$78,606

**FY 20-21 Total Proposed for Maintenance and Operations = \$1,128,606**

## **C. Equipment Acquisition for CARB Compliance**

The Department's schedule of fleet replacement for meeting California Air Resources Board (CARB) diesel emission requirements is attached. The Department is requesting approval for a portion of the RMRA funds to be used to replace two F550 or equivalent plow trucks. All vehicle acquisitions would then be approved at subsequent regular Board meetings. A draft of the summary of the remaining equipment replacement needs due to CARB is attached.

**FY 20-21 Total Proposed = \$190,000**

### Fiscal Impact

No impact to the general fund will result from the recommended actions. The RMRA funds will be included in the FY 20/21 Budget for the Department. It is unknown at this time whether COVID-19 travel restrictions will remain in place beyond July 1, 2020 when FY 20/21 RMRA revenues begin collecting. These revenues are estimated to be expended over fiscal years FY 20/21 and FY 21/22 depending upon the rate of disbursement by the SCO construction schedules.

### 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 due to COVID-19 impacts the

CTC requests the project lists to be entered into the CALSMART reporting system by July 15, 2020.

Recommended Action

Adopt the attached Senate Bill 1 Proposed Project List for FY 20/21 allocation of Road Maintenance and Rehabilitation (RMRA) funding. The allocation amount is estimated by the California State Association of Counties (CSAC) to be \$1,918,606 for Plumas County for FY 20/21. The State Controller's Office will issue monthly allocations after the County's project list is approved by the California Transportation Commission (CTC). The allocated funds will be used to finance the maintenance and improvement of Plumas County roads, bridges, maintenance facilities and fleet. Authorize the Director of Public Works or his assignees to perform related duties as may be required to administer the funds. Agencies providing their adopted RMRA lists to the CTC By May 1 will be eligible for allocations beginning in July of 2020. The actual payments will begin two months in arrears (September 2020).

Attachments

Exhibit A - Pavement Management System – 7-year Budget Scenario

Exhibit B – Draft Equipment Replacement Schedule for CARB Compliance by 2028

Plumas County RMRA Project List Resolution for FY 20/21

## Exhibit A - 7 Year Plan

\$600,000 / year for pavement treatments  
\$200,000 / year for preventative maintenance

## Scenarios - Sections Selected for Treatment

Interest: 1.15%

Inflation: 5.00%

Printed: 6/2/2020

Scenario: Plumas County - 7 Year Plan

Year	Budget	PM	Year	Budget	PM	Year	Budget	PM
2021	\$800,000	25%	2024	\$800,000	25%	2027	\$800,000	25%
2022	\$800,000	25%	2025	\$800,000	25%			
2023	\$800,000	25%	2026	\$800,000	25%			

### Year: 2021

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment	
											Current PCI	PCI Before	PCI After				
North Valley Rd	Greenville Reservation Rd	Hunt Canyon	112-02	B	12,900	22	283,800	RMIC	AC	04 - District 2	78	77	85	\$85,771	70,123	CHIP SEAL	
Lake Davis Rd	Portola City Limits	Grizzly Rd	126	A	34,100	22	750,200	RMaC	AC	07 - District 1	80	78	86	\$226,728	71,614	CHIP SEAL	
Greenville Wolf Creek Rd	Round Valley Rd	Kinder Ave	202	C	790	33	26,070	RMIC	AC	04 - District 2	79	77	85	\$7,879	70,912	CHIP SEAL	
Greenville Round Valley Rd	Round Valley Rd	Dixie Canyon Round Valley Long Valley Rd	203	B	11,200	22	246,400	RMIC	AC	04 - District 2	79	78	86	\$74,468	71,253	CHIP SEAL	
Almanor Drive West	Ashley Dr	SR 89	310	A	9,200	20	184,000	RMIC	AC	02 - District 3	79	78	86	\$55,609	71,418	CHIP SEAL	
Bucks Lake Rd	Big Creek Rd	USFS 24N29Y	414-01	E	18,000	22	396,000	RMaC	AC	01 - District 4	79	78	86	\$119,680	71,554	CHIP SEAL	
Main St	Cedar Ln	LaPorte Pines Rd	511-03	S	510	29	14,790	RMaC	AC	05 - District 6	79	77	85	\$4,470	71,029	CHIP SEAL	
Feather River Dr	Stover Rd	SR 36	CH02	A	230	40	9,200	RMIC	AC	02 - District 3	76	75	83	\$2,781	68,603	CHIP SEAL	
First Ave	Moody Meadow Rd	Cedar St	CH13	G	490	40	19,600	RMIC	AC	02 - District 3	78	76	84	\$5,924	69,677	CHIP SEAL	
First St	Cedar St	Center St	EQ11	C	650	40	26,000	RMIC	AC	01 - District 4	78	76	85	\$7,858	69,942	CHIP SEAL	
Buchanan St	Montevista Ave	West High St	QU07	C	146	32	4,672	RL	AC	01 - District 4	67	66	76	\$1,412	62,711	CHIP SEAL	
											Treatment Total			\$592,580			
Bush St	Main St	Jessie St	GV04	A	330	33	10,890	RL	AC/AC	04 - District 2	56	55	100	\$7,200	92,023	HEATER SCARIFY & OVERLAY	
											Treatment Total			\$7,200			
Year 2021 Area Total							1,971,622		Year 2021 Total			\$599,780					

### Year: 2022

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
North Valley Rd	Stampfli Lane	Hunt Canyon	112-02	C	10,200	22	224,400	RMIC	AC	04 - District 2	78	74	83	\$71,210	64,216	CHIP SEAL
Grizzly Rd	Valley View Dr	Chipmunk Ln	113	B	20,900	22	459,800	RMaC	AC	07 - District 1	77	74	82	\$145,910	63,516	CHIP SEAL
Portola McLeers Rd	SR 89	Bear Run	114	B	20,150	22	443,300	RMIC	AC	07 - District 1	80	76	84	\$140,674	66,370	CHIP SEAL
Sierra Valley Rd	Sierra Valley McNella Ln	Dotta Ln	117	B	6,600	22	145,200	RMIC	AC	07 - District 1	82	78	86	\$46,077	68,166	CHIP SEAL
Main St	Cemetery St	Arlington Rd	207-02	A	1,300	29	37,700	RMaC	AC	04 - District 2	77	73	82	\$11,964	63,062	CHIP SEAL
Chandler Rd	Hillside Dr	SR 70/89	404	E	7,500	18	135,000	RMIC	AC	01 - District 4	80	76	85	\$42,840	66,520	CHIP SEAL
Bucks Lake Rd	Pineleaf Dr	Spanish View Dr	414-01	A	2,060	22	45,320	RMaC	AC	01 - District 4	82	78	86	\$14,382	68,147	CHIP SEAL



## Scenarios - Sections Selected for Treatment

Interest: 1.15%

Inflation: 5.00%

Printed: 6/2/2020

Scenario: Plumas County - 7 Year Plan

### Year: 2022

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	Treatment		Cost	Rating	Treatment
												PCI Before	PCI After			
Graeagle Johnsonville Rd	Church St	Johnsonville McCrea Rd	506	F	1,980	22	43,560	RMaC	AC	06 - District 5	76	72	81	\$13,824	61,247	CHIP SEAL
Quincy LaPorte Rd	MP 05	MP 07	511-01	C	10,560	22	232,320	RMaC	AC	01 - District 4	80	76	84	\$73,723	66,438	CHIP SEAL
Cross St	School St	Aspen St	CH28	C	270	30	8,100	RL	AC	02 - District 3	67	65	74	\$2,571	57,563	CHIP SEAL
First St	SR 36	Pine Way	CH29	A	560	40	22,400	RMIC	AC	02 - District 3	80	76	84	\$7,109	66,373	CHIP SEAL
Mill Creek Rd	Claremont Way	SR 70/89	EQ04	A	610	28	17,080	RMIC	AC	01 - District 4	80	76	84	\$5,421	66,422	CHIP SEAL
First St	SR 70/89	Pine St	EQ11	A	450	35	15,750	RMIC	AC	01 - District 4	75	71	80	\$4,998	60,117	CHIP SEAL
Jackson St	East St	Roche Ave	QU03	C	516	36	18,576	RMIC	AC	01 - District 4	81	78	86	\$5,895	67,805	CHIP SEAL
Jackson St	Church St	East St	QU03	D	477	36	17,172	RMIC	AC	01 - District 4	77	73	81	\$5,450	62,651	CHIP SEAL
Jackson St	Church St	Harbison Ave	QU03	E	350	36	12,600	RMIC	AC	01 - District 4	75	72	80	\$3,999	60,943	CHIP SEAL
Jackson St	Harbison Ave	Fillmore St	QU03	F	343	36	12,348	RMIC	AC	01 - District 4	80	76	85	\$3,919	66,531	CHIP SEAL
Treatment Total													\$599,966			
Year 2022 Area Total							1,890,626		Year 2022 Total				\$599,966			

### Year: 2023

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	Treatment		Cost	Rating	Treatment
												PCI Before	PCI After			
Portola McLears Rd	Third Ave	Bear Run	114	A	17,700	22	389,400	RMIC	AC	07 - District 1	83	77	85	\$129,749	64,342	CHIP SEAL
Quincy LaPorte Rd	Lexington Hill Rd	County Line	511-04	U	37,120	38	1,410,560	RMaC	AC	05 - District 5	84	78	86	\$489,999	64,936	CHIP SEAL
Treatment Total													\$599,748			
Year 2023 Area Total							1,799,960		Year 2023 Total				\$599,748			

### Year: 2024

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	Treatment		Cost	Rating	Treatment
												PCI Before	PCI After			
Beckworth Calpine Rd	Marble Hot Springs Rd	County Line	109	B	20,080	30	602,400	RMaC	AC	07 - District 1	85	77	85	\$210,756	61,224	CHIP SEAL
Grizzly Rd	Lake Davis Rd	Pavement End	113	C	20,800	22	457,600	RMaC	AC	07 - District 1	85	77	85	\$160,096	61,281	CHIP SEAL
Bucks Lake Rd	Meadow Way	Bellamy Ln	411-02	C	750	38	28,500	RMaC	AC	01 - District 4	86	78	86	\$9,972	61,840	CHIP SEAL
Main St	Cedar Ln	Mooreville Rd	511-03	R	420	28	11,760	RMaC	AC	05 - District 6	82	74	83	\$4,115	58,296	CHIP SEAL
Little Grass Valley Rd	Quincy LaPorte Rd	Old Little Grass Valley Rd	514	A	18,600	32	595,200	RMaC	AC	05 - District 6	85	77	85	\$208,237	61,298	CHIP SEAL
Feather River Dr	Wagon Rd	Chester Warner Valley Rd	CH02	D	670	22	14,740	RMIC	AC	02 - District 3	85	78	86	\$5,157	61,592	CHIP SEAL
Jensen Rd	Carol Ave	End	CH47	B	120	22	2,640	RL	AC	02 - District 3	67	62	72	\$824	48,879	CHIP SEAL

\*\* - Treatment from Project Selection



## Scenarios - Sections Selected for Treatment

Interest: 1.15%

Inflation: 5.00%

Printed: 6/2/2020

Scenario: Plumas County - 7 Year Plan

### Year: 2024

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current	Treatment		Cost	Rating	Treatment
											PCI	PCI Before	PCI After			
Madora Lake Rd	Evergreen Cir	END	PE06	C	85	22	1,870	RL	AC	06 - District 5	66	60	71	\$855	46,781	CHIP SEAL
Treatment Total													\$599,912			

Year 2025 Area Total 1,714,710

Year 2025 Total \$599,912

### Year: 2025

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current	Treatment		Cost	Rating	Treatment
											PCI	PCI Before	PCI After			
Main St	Church St	Cedar Ln	511-03	Q	720	26	18,720	RMaC	AC	05 - District 6	68	54	100	\$37,141	49,661	OVERLAY
Treatment Total													\$37,141			
Main St	Pine St	Bidwell St	112-01	A	990	70	69,300	RMIC	AC	04 - District 2	84	74	83	\$25,458	55,450	CHIP SEAL
Sierra Valley Rd	Dyson Ln	Sierra Valley McNella Ln	117	A	7,900	22	173,800	RMIC	AC	07 - District 1	87	77	85	\$63,846	58,383	CHIP SEAL
Arlington Rd	Cemetery St	Genesee Rd	207-03	A	2,450	22	53,900	RMIC	AC	04 - District 2	86	77	85	\$19,801	57,814	CHIP SEAL
Bucks Oroville Hwy	MP 11	County Line	414-02	G	12,400	24	297,600	RMaC	AC	01 - District 4	88	78	86	\$109,325	58,946	CHIP SEAL
Graeagle Johnsville Rd	Gold Ridge Dr	SR 89	506	A	3,460	30	103,800	RMaC	AC	06 - District 5	87	77	85	\$38,132	58,478	CHIP SEAL
Quincy LaPorte Rd	MP 10	MP 12	511-01	E	10,560	21	221,760	RMaC	AC	05 - District 6	87	78	86	\$81,465	58,554	CHIP SEAL
Quincy LaPorte Rd	MP 14	MP 16	511-01	G	10,560	22	232,320	RMaC	AC	05 - District 6	87	78	85	\$85,344	58,539	CHIP SEAL
Quincy LaPorte Rd	MP 16	MP 18	511-01	H	10,560	22	232,320	RMaC	AC	05 - District 6	87	78	85	\$85,344	58,539	CHIP SEAL
Byrd Ct	Red River Dr	End	BC06	A	170	22	3,740	RL	AC	02 - District 3	67	60	71	\$1,374	44,732	CHIP SEAL
Lassen St	Stover Rd	Olsen St	CH01	C	880	34	29,920	RL	AC	02 - District 3	67	60	71	\$10,992	44,920	CHIP SEAL
Riverside Ave	Fourth St	Second Ave	CH21	A	550	32	17,600	RL	AC	02 - District 3	67	60	71	\$6,466	44,868	CHIP SEAL
First St	Pine Way	Martin Way	CH29	B	630	32	20,160	RMIC	AC	02 - District 3	82	71	80	\$7,406	52,469	CHIP SEAL
Crescent St	CR CM11	Bacher St	CM02	B	160	22	3,520	RL	AC	04 - District 2	76	69	78	\$1,294	39,657	CHIP SEAL
First St	Crawford St	Center St	EQ11	D	650	40	26,000	RMIC	AC	01 - District 4	84	74	82	\$9,552	55,002	CHIP SEAL
Pine St	Fourth St	Fifth St	EQ12	C	720	30	21,600	RMIC	AC	01 - District 4	86	76	84	\$7,935	57,385	CHIP SEAL
Yonkella Tr	Yana Tr	Wishram Tr	GE46	G	770	32	24,640	RMIC	AC	06 - District 5	83	72	81	\$8,052	53,628	CHIP SEAL
Treatment Total													\$562,786			

Year 2025 Area Total 1,550,700

Year 2025 Total \$599,927

### Year: 2026

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current	Treatment		Cost	Rating	Treatment
											PCI	PCI Before	PCI After			
Peninsula Dr	Cove St	Lake View Terrace	313A	B	2,000	28	56,000	RMaC	AC	02 - District 3	71	54	100	\$116,658	47,422	OVERLAY

\*\* - Treatment from Project Selection



## Scenarios - Sections Selected for Treatment

Interest: 1.15%

Inflation: 5.00%

Printed: 6/2/2020

Scenario: Plumas County - 7 Year Plan

### Year: 2026

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
Jackson St	Bradley St	Court St	QU03	H	294	40	11,760	RMiC	AC	01 - District 4	74	58	100	\$24,499	45,513	OVERLAY
											Treatment Total			\$141,157		
Main St	Williams Valley Rd	Bush St	112-01	B	3,860	29	111,940	RMiC	AC	04 - District 2	88	77	85	\$43,178	55,137	CHIP SEAL
Diamond Mountain Rd	Lights Creek Ln	North Arm Rd	213	B	1,760	22	38,720	RMiC	AC	04 - District 2	89	77	85	\$14,936	55,892	CHIP SEAL
Chandler Rd	Oakland Camp Rd	Barlow Rd	404	B	9,060	21	190,260	RMiC	AC	01 - District 4	82	69	78	\$73,388	47,226	CHIP SEAL
Lee Rd	Bell Ln	Quincy Junction Rd	405	C	4,580	37	169,460	RMaC	AC	01 - District 4	88	77	85	\$65,365	55,086	CHIP SEAL
Bucks Lake Rd	Old Meadow Valley Rd	Old Meadow Valley Rd	411-02	A	1,090	38	41,420	RMaC	AC	01 - District 4	90	78	86	\$15,977	56,132	CHIP SEAL
Graeagle Johnsville Rd	Poplar Valley Rd	Mohawk Hwy 40A Rd	506	C	3,410	28	95,480	RMaC	AC	06 - District 5	89	78	86	\$36,829	55,796	CHIP SEAL
Quincy LaPorte Rd	Hwy 70/89	MP 03	511-01	A	15,840	32	506,880	RMaC	AC	01 - District 4	88	76	85	\$195,515	54,779	CHIP SEAL
Reese Ave	Pine St	Lee Rd	EQ19	A	460	32	14,720	RMiC	AC	01 - District 4	89	78	86	\$5,678	55,776	CHIP SEAL
Clough St	Ponderosa St	END	EQ25	B	410	24	9,840	RL	AC	01 - District 4	78	69	78	\$3,796	37,956	CHIP SEAL
Wolf Ave	Bear Way	Grizzly Way	PH01	C	330	30	9,900	RL	AC	07 - District 1	78	69	78	\$3,819	38,009	CHIP SEAL
											Treatment Total			\$458,481		
Year 2026 Area Total							1,256,380		Year 2026 Total				\$599,638			

### Year: 2027

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
Greenville Wolf Creek Rd	Pinebrook Way	Setzer Camp Rd	202	G	2,910	22	64,020	RMiC	AC	04 - District 2	74	55	100	\$140,034	44,871	OVERLAY
											Treatment Total			\$140,034		
Chilcoot Ave	McKissik St	END	102A	C	580	22	12,760	RL	AC	07 - District 1	80	69	78	\$5,168	36,031	CHIP SEAL
Park Ave	SR 70	END	135	A	100	22	2,200	RL	AC	07 - District 1	79	69	78	\$892	35,954	CHIP SEAL
Greenville Wolf Creek Rd	Kinder Ave	Landon Ave	202	D	1,340	33	44,220	RMiC	AC	04 - District 2	90	76	84	\$17,910	52,058	CHIP SEAL
Bucks Lake Rd	Bellamy Ln	Bucks Lake Rd (7700 Ft)	411-02	D	7,700	32	246,400	RMaC	AC	01 - District 4	91	77	85	\$99,794	52,829	CHIP SEAL
Bucks Lake Rd	Riverdance Rd	USFS 24N28	411-02	E	8,800	32	281,600	RMaC	AC	01 - District 4	91	77	85	\$114,050	52,829	CHIP SEAL
Bucks Lake Rd	Snake Lake Rd	Spanish Ranch Rd	411-02	G	3,000	22	66,000	RMaC	AC	01 - District 4	91	78	86	\$26,731	53,392	CHIP SEAL
Quincy LaPorte Rd	MP 20	MP 22	511-01	J	10,560	28	274,560	RMaC	AC	05 - District 6	91	77	85	\$111,199	53,047	CHIP SEAL
Port Wine Rd	Church St	END	513-02	A	720	22	15,840	RL	AC	05 - District 6	80	69	78	\$6,416	36,217	CHIP SEAL
Flint Way	Durkin Dr	Durkin Dr	BC07	A	2,280	22	50,160	RL	AC	02 - District 3	79	69	78	\$20,316	35,913	CHIP SEAL
First Ave	Gay St	SR 36	CH13	A	210	34	7,140	RMiC	AC	02 - District 3	91	78	86	\$2,892	53,207	CHIP SEAL
Upper Main St	Pine St	Upper Main St	CL01	A	320	22	7,040	RL	AC	06 - District 5	80	69	78	\$2,852	36,077	CHIP SEAL

\*\* - Treatment from Project Selection



## Scenarios - Sections Selected for Treatment

Interest: 1.15%

Inflation: 5.00%

Printed: 6/2/2020

Scenario: Plumas County - 7 Year Plan

Year: 2027

Road Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
Lower Main St	Pine St	Clio State 40A Rd	CL02	A	320	30	9,600	RL	AC	06 - District 5	80	69	78	\$3,889	36,077	CHIP SEAL
School St	CR CM11	Bacher St	CM01	B	140	18	2,520	RL	AC	04 - District 2	80	69	78	\$1,021	36,123	CHIP SEAL
Bacher St	School St	Crescent St	CM10	A	250	20	5,000	RL	AC	04 - District 2	80	69	78	\$2,026	36,123	CHIP SEAL
Pine St	Fifth St	End	EQ12	D	250	30	7,500	RL	AC	01 - District 4	79	69	78	\$3,038	35,922	CHIP SEAL
Hupa Tr	Sioux Tr	Shawnee Tr	GE06	C	460	32	14,720	RL	AC	06 - District 5	80	69	78	\$5,962	36,173	CHIP SEAL
Hopi Tr	Hupa Tr	END	GE07	A	150	32	4,800	RL	AC	06 - District 5	79	68	77	\$1,945	35,801	CHIP SEAL
Tolowa Tr	Paiute Tr	Huchnom Tr	GE23	E	720	32	23,040	RL	AC	06 - District 5	80	69	78	\$9,332	36,181	CHIP SEAL
Cedar Dr	Hideaway Rd	END	GV28	A	470	22	10,340	RL	AC	04 - District 2	80	69	78	\$4,188	36,110	CHIP SEAL
Pinion Pine Cir	Lundy Ln	Sugar Pine Cir	PE01	A	1,200	22	26,400	RL	AC	06 - District 5	80	69	78	\$10,693	36,160	CHIP SEAL
Cottonwood Dr	Lundy Ln	Sequoia Dr	PE09	D	300	22	6,600	RL	AC	06 - District 5	80	69	78	\$2,674	36,162	CHIP SEAL
Warren St	Thompson St	Nelson St	TV04	B	410	22	9,020	RL	AC	04 - District 2	79	69	78	\$3,654	35,946	CHIP SEAL
Sierra Ct	Valley View Dr	END	WE11	A	270	25	6,750	RL	AC	07 - District 1	80	69	78	\$2,734	36,087	CHIP SEAL
											Treatment Total			\$459,376		
Year 2027 Area Total											1,198,230	Year 2027 Total		\$599,410		
Grand Total Section Area:											11,382,228	Grand Total		\$4,198,381		

**Exhibit B**

Plumas County Dept. of Public Works

5/23/2020

**Summary of Equipment Replacement Schedule for Full C.A.R.B. Compliance by 2028****Proposed for Future RMRA Funding**

	Cat. 3	Units	Cat. 5	Units	Cat. 1	Units	Budget
Fiscal Year	On-Road Equipment		On-Road Equipment		Off-Road Equipment		Total
20/21	\$190,000	2					\$190,000
21/22	\$305,000	4			\$200,000	1	\$505,000
22/23	\$205,000	1	\$140,000	1	\$175,000	1	\$520,000
23/24	\$190,000	2	\$140,000	2	\$100,000	2	\$430,000
24/25	\$50,000	1	\$140,000	1	\$200,000	1	\$390,000
25/26				1	\$175,000	1	\$175,000
26/27					\$175,000	1	\$175,000
Total	\$940,000	10	\$420,000	4	\$1,025,000	6	\$2,385,000

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

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2020-21  
FUNDED BY  
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

**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 to address the significant multi-modal 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 adopt by resolution a list of projects proposed to receive fiscal year 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 an estimated \$1,918,606 in RMRA funding in Fiscal Year 2020-21 from SB 1 based upon the revised estimates issued by the Department of Finance and CSAC reflecting fiscal impacts due to COVID-19; and

**WHEREAS**, this is the fourth year in which the Plumas County is receiving SB 1 funding and will enable the Plumas County to continue essential, basic road maintenance and operations, rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

**WHEREAS**, the Plumas County has undergone a robust public process to ensure public input into our community's transportation priorities in cooperation with the Plumas County Transportation Commission in the completion of the 2020 Regional Transportation Plan including public meetings in the communities of Chester, Greenville, Quincy, Grassdale and Portola; and

**WHEREAS**, the Plumas County uses the StreetSaver Pavement Management System to assist in the development of cost effective pavement repair strategies, and

**WHEREAS**, the Plumas County follows California Air Resources Board (CARB) diesel emission reduction requirements to develop the Department's schedule of fleet replacement, and

**WHEREAS**, the funding from SB 1 will help the Plumas County maintain and rehabilitate the existing 680 miles of roadways and 90 bridges throughout the Plumas County over the coming fiscal year and beyond; and

**WHEREAS**, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the Plumas County's streets and roads are in an "good" condition and this revenue will help us maintain the overall quality of our road system and over the next decade will keep our streets and roads into a "good" condition; and

**WHEREAS**, the SB 1 project list and overall investment in maintaining our existing local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure where feasible, and using new technology, materials and practices where feasible, will have significant benefits all users of the Plumas County Road System.

**WHEREAS**, the SB 1 project list has been adjusted for fiscal impacts to SBI funding due to the COVID-19 pandemic in order to adopt a program that is fiscally sound for Plumas County based upon the best information available provided by the State as of this date.

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

1. The foregoing recitals are true and correct.
2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2020-21 Road Maintenance and Rehabilitation Account revenues:

**Plumas County RMRA Project #18 Title: Pavement Treatments**

***Project Description:*** This project will include: costs of chip seals and overlays on County Roads listed below.

***Project Location:***

**Maintenance District 1 (Beckwouth)**

**Chip Seals**

Lake Davis Road - 6.5 miles - \$227,000

Grizzly Road - from Lake Davis south towards SR 70 - 1.3 miles - \$46,000

**Maintenance District 2 (Greenville)**

**Overlays**

Bush Street in Greenville - between Jessie St. to Main St. - \$8,000

**Maintenance District 3 (Chester)**

**Chip Seals**

All Hamilton Branch Subdivision Streets - 3.2 miles, Lake Almanor Drive - 0.7 miles - \$138,000

**Preventative Maintenance Overlays**

Peninsula Dr. - 0.25 miles total in spot locations where needed between County Route A17 and the LACC gate - \$44,000

**Maintenance District 5 (Gracangle)**

**Chip Seals**

All Valley Ranch Subdivision Streets - 2.7 miles, County Route A15 from SR 89 north 1.2 miles - \$138,000

***Estimated Project Schedule:*** Start (07/01/20) - Completion (09/30/21) based on the component being funded with RMRA funds

***Estimated Project Useful Life:*** 7-10 Years for chip seals, 15 years for overlays.

**Plumas County RMRA Project #19 Title: Maintenance and Operations**

***Project Description:*** This project will include: costs of Public Works staffing, repair and servicing of Public Works equipment, procurement of road maintenance and rehabilitation Materials, procurement of Public Works safety materials and gear and the costs of operations and repairs of Maintenance Yards. This project will include all aspects of maintaining county roadways including roadway surface repairs, repairing culverts and reforming drainages to accommodate storm runoff, removing vegetation to improve visual clearances and vehicles for safety, striping and pavement markings, and repairs and replacements of signs and guardrails.

***Project Location:*** Countywide - Quincy, Chester, Greenville, Gracagle, Beckwourth, La Porte Maintenance Districts

***Estimated Project Schedule:*** Start (07/01/20) - Completion (09/30/21) based on the component being funded with RMRA funds

***Estimated Project Useful Life:*** 1-5 years

**Plumas County RMRA Project #20 Title: Equipment Acquisition**

***Project Description:*** Equipment acquisition contract for equipment replacement to meet C.A.R.B. diesel emissions reductions compliance. This project will include: Replace (2) Ford F550 Dump Trucks for C.A.R.B. compliance.

***Project Location:*** Units are used countywide - Quincy, Chester, Greenville, Gracagle, Beckwourth, La Porte Maintenance Districts

***Estimated Project Schedule:*** Start (07/01/20)- Completion (09/30/21) based on the component being funded with RMRA funds

***Estimated Project Useful Life:*** 25 years

3. The following previously proposed and adopted projects may also utilize Fiscal Year 2020-21 Road Maintenance and Rehabilitation Account revenues in their delivery if necessary. With the relisting of these projects in the adopted fiscal year resolution, the Plumas County is reaffirming to the public and the State our intent to continue to fund and complete these projects with Road Maintenance and Rehabilitation Account revenues:

**From the FY 17/18 Project List:**

***Project Title:*** Greenville Streets Pavement Rehabilitation

***Project Description:*** Sidewalk and Curb Ramp Reconstruction – coordination with School District’s Sidewalk Replacement Project (currently pending), at Greenville Jr./Sr. High School on Grand Street

***Project Location:*** Bush Street and Grand Street in Greenville

***Estimated Project Schedule:*** Start (07/20) - Completion (06/21)

*(Project schedule pending an adjacent School District Sidewalk Project delayed by COVID-19)*

***Estimated Project Useful Life:*** 25

***Funds currently remaining and set aside in Budget and available = \$148,116***

**From the FY 17/18 Project List:**

***Project Title:*** Blaisden-Gracagle Road Bridge Replacement

***Project Description:*** Final Design Phase - Matching funds for Fed. Bridge Program

***Project Location:*** Br. No. 9C-0134 over Middle Fork of the Feather River

***Estimated Project Schedule:*** Start (07/20)– Completion (12/20)

***Estimated Project Useful Life:*** 50

***Funds currently set aside in Budget and available -- \$53,830***

**From the FY 18/19 Project List**

None

**From the FY 19/20 Project List**

None - allocations for the FY 19/20 program are still in progress.

**PASSED AND ADOPTED** by the Board of Supervisors of Plumas County, State of California this sixteenth day of June, 2020, by the following vote:

AYES:

SUPERVISORS:

NOES:

SUPERVISORS:

ABSTAIN/ABSENT:

SUPERVISORS:

ATTEST:

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

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

6A-2.

**BECKWOURTH COUNTY SERVICE AREA**  
**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, BCSA*

**AGENDA REQUEST**

for the January 16, 2020 meeting of the Plumas County Board of Supervisors

Date: June 8, 2020

To: Honorable Governing Board

From: Robert Perreault, Manager, Beckwourth Community Service Area (BCSA)



Subject: Approval of Payments to Jet Plumbing and Plumas Sanitation for Emergency  
Repair of BCSA Sewer Pump Without a Contract

**BACKGROUND:**

On May 15, 2020, the BCSA operator, Jared Recasens, made his daily inspection of the sewer pump station and found the pump had stopped pumping and the sewer vault was quickly filling. Jared called Rob Thorman at approximately 8:30 AM for approval and he gave approval for Jared to call Plumas Sanitation to pump the vault and prevent a sewage spill.

Jared also relayed the need for a plumber certified for confined space to repair the sewer pump. Rob called Bob Perreault for approval and then called John Kuipers Plumbing and left a message to find his availability to repair the pump. Kuipers Plumbing was not available until Sunday the 17<sup>th</sup>. Rob then Called Jet Plumbing, Easy Rooter, Roto Rooter, D&D Plumbing and Savage and Sons. One company could not respond until Wednesday the 20<sup>th</sup>, two could come on Monday the 18<sup>th</sup> and two did not respond to message left. Jet Plumbing had a crew that could respond at 4:30 PM the same day, but would have to send two persons due to confined space requirements and both would be on overtime rate. Rob Texted Bob Perreault with the rates that Jet Plumbing would charge for responding to repair the sewer pump and then approved Jet Plumbing to respond to the site.

Plumas Sanitation responded initially with small pump truck that was available to prevent any spills and then responded around noon on the 15<sup>th</sup> with a larger truck to pump the contents of the sewer vault. Plumas Sanitation then responded upon request to pump the vault while Jet Plumbing entered the vault to repair the sewer pump.

Jet Plumbing arrived at the site at approximately 4:30 on the 15<sup>th</sup>, attempted to trouble shoot the pump and then one plumber lowered the second plumber into the vault to repair the sewer pump. The pump was removed and raised to dislodge the wipes from the pump impellor. This was preventing the pump from turning and pumping the sewage. Jet Plumbing reinstalled the pump and waited for the sewer pump to start to confirm that the pump was working properly. Jet Plumbing left the site at approximately 7:00 PM with the sewer pump functioning properly.



In order to have waited for a plumber to respond on Monday the 18<sup>th</sup> would have required the sewer vault to be pumped multiple times over the weekend, thereby increasing the amount invoiced from Plumas Sanitation.

#### **RECOMMENDATION**

The Beckwourth CSA Manager respectfully requests that the Governing Board authorize the Manager of the Beckwourth CSA to pay the invoice from Jet Plumbing totaling \$2,196 and invoice from Plumas Sanitation totaling \$1,715 without a contract and to ratify all approved work performed to date.

**JET Plumbing, Heating & Drain Services**  
 1553 Hymor Avenue  
 Sparks, NV 89431  
 Phone: (775) 331-3833  
 Fax: (775) 331-5584

<b>INVOICE NUMBER</b>	<b>303611</b>
-----------------------	---------------

**BILL TO:**  
 BECKMONT COMMUNITY SERVICE AREA  
 1834 S MAIN ST  
 QUINCY, CA 95971

**WORK ADDRESS:**  
 BECKMONT COMMUNITY SERVICE AREA  
 50955 HIGHWAY 70  
 BECKMONT, CA 95129

INVOICE DATE	CUSTOMER ID	CUSTOMER PO	PAYMENT TERMS	SERVICE CALL #	WORKORDER #
08/15/2020	42364		Due Upon Receipt	323611	74991

Item ID	Description	Quantity	Unit Price	Ext Price
LABOR	PLUMBING CREW OT	3.50	\$60.00	1,150.00
MATERIAL	CONTAINED SPACE EQUIPMENT	1.00	\$300.00	300.00
F	Trip Charge	1.00	146.00	146.00

Sales Total	2,196.00
Disc. Amount	0.00
Tax Total	0.00
Net Amount	2,196.00

SEWAGE EJECTION PUMP/VENT  
 TEST PUMP, ATTEMPTED TO RESTORE OPERATION-FAILED  
 ENTER PIT, CLEAN WORK FROM PUMP IMPELLER, TEST FLOWING AND CYCLE PUMP, CHECK OPERATION, TEST CODE  
 NO WARRANTY DUE TO BEBIS, SIZING/WRONG INSTALLATION AND PUMP

**Plumas Sanitation, Inc.**

CA License #258997

73762 Industrial Dr.

Portola, CA 96122

Phone

(530) 832-0370

Fax

(530) 832-0373

**Invoice**

Number: 17084

Date: 19-May-2020

P.O. Number:

Job Description:

Order Num: 17084

Served: 15-May-2020

BILL TO:

15

Plumas County Department of Public Works  
1834 East Main Street  
Quincy, CA 95971

JOB SITE

Jared  
Beckworth Lift Pump  
Beckworth, CA 96126

Quantity	Service Type	Amount	Tax	Extension
1	Septic Tank Pumping 400gal / 3500gal / 300gal	\$1,275.00	No	\$1,275.00
2	Standby Time Standby time 5pm - 7pm	\$220.00	No	\$440.00

Taxable Amount	Tax Rate	Tax Description	Subtotal NonTaxed:	\$1,715.00
\$0.00	0	\$0.00	Subtotal Taxable:	\$0.00
Payment Terms	Payment	Adjustment	Subtotal Tax:	\$0.00
Net 30	\$0.00	\$0.00	Please Pay:	\$1,715.00

Pump broke - pump down and reset of 5pm with the plumber

You are a valued customer!

All outstanding balances subject to a finance charge (imposed at) a periodic rate of 1.5% per month after 30 days delinquent.

**From:**

Please detach here and return the bottom portion with your payment.

Plumas County Department of Public Works  
1834 East Main Street  
Quincy, CA 95971

Order No.	Invoice No.	Date	Amount Due
17084	17084	19-May-2020	\$1,715.00

**To:**

Plumas Sanitation, Inc.  
CA License #258997  
73762 Industrial Dr.  
Portola, CA 96122

**RECEIVED**

MAY 28 2020

DEPARTMENT OF PUBLIC WORKS  
PLUMAS COUNTY CALIF.

6B

ORDINANCE No. 20-

**AN ORDINANCE OF THE COUNTY OF PLUMAS, STATE OF CALIFORNIA, AMENDING SECTION 6-1.117 OF CHAPTER 1 OF TITLE 6 OF THE PLUMAS COUNTY CODE (establish a fine schedule for violations, infractions, and penalties) AND SECTIONS 6-7.10.1 AND 6-7.10.2 OF CHAPTER 7 OF TITLE 6 OF THE PLUMAS COUNTY CODE (Setting Fees for Camping at Taylorsville Campground).**

The Board of Supervisors of the County of Plumas, State of California, **DOES ORDAIN** as follows:

Section 1. Section 6-1.117 Chapter 1 of Title 6 of the Plumas County Code and Section 6-7.10.2 of Chapter 7 of Title 6 of the Plumas County Code are hereby amended to read as follows:

**Sec. 6-1.117 Violations: Infractions: Penalties**

A Violation of any provision of this chapter, unless otherwise specified, shall be an infraction punishable by a fine of Twenty Five and no/100ths (\$25.00) dollars for the first offence, Fifty and no/100ths (\$50.00) dollars for the second offense, and Seventy Five and no/100ths (\$75.00) dollars for any subsequent offense. These fines can be issued by any Law Enforcement Officer.

Any penalty assessment authorized by section 1464 of the Penal Code shall be in addition to the fines set forth in this section.

Subsequent offences shall have occurred within three (3) years after the previous violation to incur a progressive fine.

**Sec. 6-7.10.2 Camping at the Taylorsville Campground.**

It shall be unlawful for any person to camp or stay overnight at the Taylorsville Campground in excess of thirty (30) day in any one calendar year.

The fees and deposits for overnight camping at the Taylorsville Campground shall be established by resolution of the Board of Supervisors. The deposit for keeping a horse at the Taylorsville Campground shall be established by resolution of the Board of Supervisors.

Section 2. Section 6-7.10.1 "Camping at the Greenville Overnight Campground" is hereby repealed.

Section 3. Sections 1 and 2 of this ordinance shall be codified. The remainder shall be uncodedified.

Section 4. This ordinance shall become effective thirty (30) days after its date of final adoption. There is no newspaper of general circulation published in Plumas County. Accordingly, the clerk of the board of supervisors shall post this ordinance in a prominent location at the board of supervisors' chambers within 15 days after its adoption and it shall remain posted thereafter for at least one week. In addition, the clerk of the board of supervisors shall post a copy of the full text of the ordinance and the names of those supervisors voting for and against the ordinance on the county's Internet Web site. A certificate of the clerk of the board of supervisors shall be entered in the minutes of the board that the ordinance has been duly posted. Sections 1 and 2 of this ordinance shall be codified; the remainder shall be uncodedified.

The foregoing ordinance was introduced at a regular meeting of the Board of Supervisors on the 9<sup>th</sup> day of June, 2020, and passed and adopted on the 16th day of June 2020, by the following vote:

**AYES:** Supervisors:

**NOES:** Supervisors:

**ABSENT:** Supervisors:



Chairman, Board of Supervisors

**ATTEST:**

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

**POSTED:** Board of Supervisors Chamber doors

**PUBLISHED:** Mountain Messenger Newspaper

**RESOLUTION NO. 20-**

**A RESOLUTION AMENDING RESOLUTION NO. 16-8122 CONSOLIDATING AND  
RESTATING THE MASTER FEE SCHEDULE ESTABLISHING SERVICE FEES FOR COUNTY  
DEPARTMENTS, TAYLORSVILLE CAMPGROUND – BUDGET UNIT 20756**

**WHEREAS**, the Board of Supervisors has previously adopted a Master Fee Schedule establishing service fees for County departments and such Master Fee Schedule has been revised and amended from time-to-time; and,

**WHEREAS**, the Master Fee Schedule now needs to be consolidated and restated to provide the public with a complete document of service fees for various county departments.

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

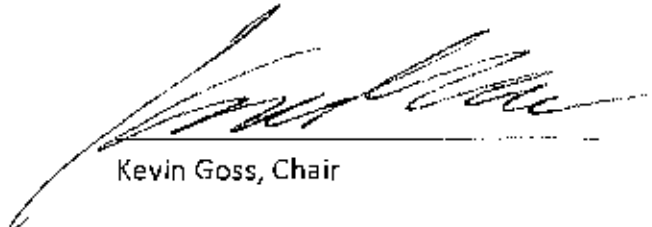
1. The Master Fee Schedule initially reinstated by Resolution No. 16-8122 and revised and amended from time-to-time is hereby amended as referenced by Exhibit 'A' attached.
2. The fees set forth in the attached Exhibit 'A' have been previously adopted by the Board of Supervisors and are in effect notwithstanding any provision to the contrary.
  - Overnight Camping Fee of Twenty (\$20.00) Dollars per night
3. Any existing fee not included in this Resolution or amendment thereafter shall remain in full force and effect according to its specific authorization, whether by Board order, Resolution, Ordinance, or State law.
4. The Board reserves authority to waive all or a portion of any fee, in the public interest, when the fee is charged to a local public entity.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 16th day of June, 2020.

**AYES:**

**NOES:**

**ABSENT:**



Kevin Goss, Chair

**ATTEST:**

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Nancy DaForno, Clerk of the Board

# **PLUMAS COUNTY FACILITY AND GROUNDS USES RATES**

## **MEMORIAL AND TOWN HALLS**

ORGANIZATION TYPE	EVENT TYPE	STANDARD RENTAL RATE	KITCHEN RENTAL RATE	REFUNDABLE CLEANING/SECURITY DEPOSIT
VETERAN'S GROUPS	ALL	NO CHARGE	NO CHARGE	N/A
COUNTY DEPARTMENTS OR ORGANIZATIONS	ALL	NO CHARGE	NO CHARGE	N/A
CIVIC COMMUNITY GROUPS	MEETINGS	\$15/hr. \$75 max/day	\$35	\$100
CIVIC COMMUNITY GROUPS	DANCES/DINNERS RECEPTIONS	\$100	\$35	\$200
PRIVATE GROUPS	MEETINGS RECEPTIONS	\$100	\$35	\$200
COMMERCIAL USE	DANCES	\$400	\$50	\$200
COMMERCIAL USE	KITCHEN ONLY	N/A	\$35/hr	\$100
COMMERCIAL USE	ALL OTHER	\$300	\$50	\$100
INSTRUCTIONAL CLASSES	DANCE/GYMNASTICS AEROBICS ETC.	\$20/hr		\$100

## **DOWNTOWN QUINCY**

FACILITY OR GROUNDS	EVENT TYPE	RATE		REFUNDABLE DEPOSIT
COURTHOUSE FACILITY	PER APPROVED POLICY	\$135+\$30/addtl hr		\$250
COURTHOUSE GROUNDS	ALL	\$80		\$100
DAME SHIRLEY PLAZA	ALL	\$80		\$100

## **TAYLORSVILLE CAMPGROUND**

GROUNDS AREA	EVENT TYPE	RATE		REFUNDABLE DEPOSIT
CAMPSITES	ALL	\$20/night		\$200 Horse deposit
PICNIC AREA RESERVATIONS	ALL	\$75		per camp site

## **CHESTER PARK**

GROUNDS AREA	EVENT TYPE	RATE		REFUNDABLE DEPOSIT
SOFTBALL & LITTLE LEAGUE TEAMS	PER TEAM/SEASON PER TOURNAMENT	\$20 \$150		\$100
PARK RESERVATIONS	PICNICS SHOWS ETC.	\$75		
COMMERCIAL USE	ALL	\$100		\$100
PAVILION RENTAL	ALL	\$25		
BALL FIELD LIGHTING	ALL	\$8/night		
COURT LIGHTING	ALL	\$8/night		
CONCESSION RENTAL	ALL	\$25		

Methodology Worksheet to Determine  
Fee, Charge or Assessment for  
2017-2018

Department/County Baras Taylorsville

Department # 20756 Fund # 0001

CAMPGROUND

Program Taylorsville Campground

1. Camping Fees  
(Common Name of Service)

2. Departmental Overhead

- A. Determine annual salary and benefit cost per overhead employee, plus \$320 for department head life insurance, and \$848.44 for each employee for "general" insurance costs. (Reference budget for salary and benefit totals). Detail calculation for each employee.

\$139,165 <sup>20</sup>

<u>DIRECTOR OF FACILITY SERVICES</u>	<u>\$66,830</u> <sup>20</sup>
<u>FISCAL OFFICER</u>	<u>\$ 57,421</u> <sup>20</sup>
<u>ADMIN ASSISTANT</u>	<u>\$ 14,914</u> <sup>20</sup>

NOTE: Overhead employees are those that provide general direction or support to the department (department head, secretary, assistant department head, account clerk, supervisor).

- B. General Service/Supply costs to department (copy machine, training, maintenance contracts, janitorial, etc.).

\$ 0

- C. Other general charges (detail)

\$ 0

Total Departmental Overhead Cost (2A through 2C)

\$139,165

3. Estimate of total staff hours spent on this service per month or year (circle)

60 (2.88%)



4. Multiply the total departmental Overhead cost by the percentage in #3 (example:  $15\% \times \$50,000 = \$7,500$ )  
Total overhead cost related to this specific service

\$ 4,007.00

5. Direct Costs

- A. As noted in #2, determine the total cost for each person in the department who spends any time on this service. Compute their hourly rate by dividing their total salary and benefit cost (plus \$1,010 each for general insurance costs) by 1656 hours. (Example:  $\$23,781$  divided by 1656 hours equals an hourly rate of \$14.36 per hour). If several employees provide the service, you may average their annual salary and benefit cost. (Detail this calculation for each employee).

\$ \_\_\_\_\_

MAINTENANCE SUPERVISOR II

31.01 P+ HR

MAINTENANCE WORKER II

26.02 P+ HR

MAINTENANCE WORKER II

26.02 P+ HR

CAMPGROUND HOST

9.88 P+ HR

- B. Determine the average amount of time that each person spends in providing the service, processing the permit, etc. Some activities will take longer, some less - determine the average. (Detail this calculation for each employee).

\$ \_\_\_\_\_

MAINT SUP II 123 HRS

MAINT WKR II 123 HRS

MAINT WKR II 123 HRS

CAMPGROUND HOST 1040 HRS

1559 HR YR

- C. Multiply the average time requirement for each employee or class of employee by the average hourly rate. (Detail calculation per employee).

\$ 24,117.00

MAINT SUP II \$5,365

MAINT WKR II \$4,501

MAINT WKR II \$4,501

CAMPGROUND HOST \$9,750

\$ 15,852.00

- D. Determine the average cost for service and supply (paper, photo copy - \$10 ea., postage, envelopes, mileage cost, pass thru sub-contractor cost, telephone etc.). Detail costs

15. Other special equipment (life of equipment divided by number of uses per year) or special costs. Detail costs.

\$ 0

Total of all Direct Charges (5A through 5E)

\$ 24,117<sup>00</sup>

6. Total of all Overhead and Direct Charges (4 plus 5)

\$ 28,124<sup>00</sup>

7. Indirect overhead cost.

\$ 1,639<sup>00</sup>

Multiply the total overhead and direct costs either by 5.83% or the percentage indicated in this packet for your department.

8. Total overhead, direct and indirect cost of service (6 plus 7)

\$ 29,763

9. Average number of permits or services per year.

891.5

10. Average cost of processing each permit or providing a service (divide #8 by #9) round up or down to the nearest whole dollar.

\$ 33.40

11. Recommended fee, charge or assessment (please explain if the recommended charge is less than cost of providing the service — other than rounding).

\$ 20.00

To Help Cover A Shortfall In Revenue  
Which Will Help Cover Expense.

## TAYLORSVILLE CAMPGROUND

### OPERATIONAL EXPENSE

#### PER CAMPING NIGHT

OPERATIONAL EXPENSE	\$29,763.00
LESS SHOWER / R.V. DUMP REVENUE	(\$2,327.00)
	<hr/>
TOTAL EXPENSE	\$27,441.00

APPROXIMATELY <sup>891.5</sup>~~1,200~~ CAMPING NIGHTS PER YEAR

$$\begin{array}{r} \$27,441 \\ \hline 1,200 \\ \hline 891.5 \end{array}$$

$$\begin{array}{r} \$ \quad 33.3853 \\ \hline \$22.07 \\ \hline \text{(per camping night)} \end{array}$$

## Site Map

### Home

### Special Places

#### Activities

- Bicycling
- Camping & Cabins
- Climbing
- Fishing
- Hiking
- Horse Riding & Camping
- Hunting
- Nature Viewing
- OHV Riding & Camping
- Outdoor Learning
- Picnicking
- Rocks & Minerals
- Scenic Driving
- Water Activities
- Winter Sports
- Other Activities

### Alerts & Notices

### Passes & Permits

### Maps & Publications

### Land & Resources Management

### Learning Center

### Working Together

### About the Forest

### News & Events

**Supervisor's Office**  
150 Lawrence Street  
Quincy, CA 95421-6029  
Tel: (530) 283-2050  
Fax: (530) 283-7746  
TTY: CRSP211  
M-F 8am - 4:30pm

**Beckwourth Ranger District**  
21 Mohawk Hwy  
PO Box 7  
Gladsen, CA 98803  
Tel: (530) 836-2575  
Fax: (530) 836-0423  
M-F 8am - 4:30pm

**Challenge Visitor Center**  
18350 Mulock Road  
Challenge, CA 95825  
Tel: (530) 825-1116  
Fax: (530) 675-1149  
Open Spring thru fall

**Feather River Ranger District**  
875 Mitchell Avenue  
Orville, CA 95965-4899

### Area Status: Closed



#### Temporary Closure of Developed Recreation Sites

This location is closed. (Affected reservations have been cancelled and refunds have been issued.) Local managers are committed to the health and safety of recreational visitors and our staff. We are following the guidelines from our department and the CDC regarding COVID-19, closely monitoring the situation and responding to current conditions.

Located in the **Indian Valley**, and 1 mile north of the town of Greenville, the Greenville Campground is approximately 9 miles from Lake Almanor. In July 89, recently outfitted with new campfire rings as well as a new toilet facility, the site boasts 24 campsites, its own water system, picnic and barbecue areas. The campground adjoins the Greenville Horseshoe pits that are well known for its tournaments throughout the summer months.

Located near the outskirts of the historical town of Greenville, visitors have access to groceries, gas, fishing supplies, as well as local shops and eateries. Make plans to enjoy the Greenville Campground - at \$20.00 a night, it's a real bargain!



Alta Blume



<b>Reservations:</b>	First come first served. 10 Sites.
<b>Area:</b>	Tent camping, Camping trailer, Picnic tables, Toilets, Drinking water, Parking
<b>Amenities:</b>	
<b>Fees:</b>	\$25.00 per night. Extra service \$8.00
<b>Closest Towns:</b>	Greenville, Ca
<b>Water:</b>	Yes
<b>Restroom:</b>	Vault toilets

#### General Information

#### General Notes:

#### Temporary Closure of Developed Recreation Sites

Closures of developed recreation facilities are being put in place until at least April 30th in an attempt to avoid groups of people and promote social distancing of staying more than six feet apart.

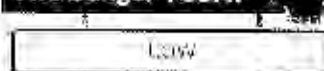
While designated recreation sites will be closed, the general Forest area including the extensive trail system will remain open and available to the public. Hiking and walking outdoors are widely considered beneficial to maintaining one's health. It is the intent of USDA Forest Service to maintain trail accessibility the extent practicable. Please keep health, safety and the environment in mind when visiting National Forests. Your personal responsibility is critical to ensuring public safety and preventing further restrictions. We ask that you consider whether your personal participation in outdoor recreation at this time would pose an unnecessary risk to others as we all work together to flatten the curve and slow the spread of COVID-19.

Horseshoe pits on site

#### Recreation Map

Map showing recreational areas. **Map Information**

### Fire Danger TODAY



#### Fire Regulations and Restrictions

#### Related Information

#### Greenville Campground

Photos & Multimedia

#### Alerts & Warnings

COVID-19 Visitor Services

View All Forest Alerts...

#### Areas & Activities

Find An Area

#### Highlights

National Weather Service

Local forecast by  
"City, St" or 5-digit ZIP code

Quincy, CA

Go

#### Location

Latitude : 40.156835

Longitude : 120.955235



Our Maps

## RECREATION

Bring Home a Story

## **DEPARTMENT OF HUMAN RESOURCES**

520 Main Street, Room 115, Quincy, California 95971

(530) 283-6444 FAX (530) 283-6160

Email: [nancyselvage@countyofplumas.com](mailto:nancyselvage@countyofplumas.com)



DATE: June 5, 2020

TO: Honorable Board of Supervisors

FROM: Nancy Selvage, Human Resources Director

SUBJECT: **AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF JUNE 16, 2020.**

**RE: ADOPT RESOLUTION TO AMEND THE PLUMAS COUNTY JOB CLASSIFICATION FOR THE DIRECTOR OF INFORMATION TECHNOLOGIES #20220**

**RE: AUTHORIZE HUMAN RESOURCES TO RECRUIT FOR 1.0 FTE DIRECTOR OF INFORMATION TECHNOLOGIES**

### **IT IS RECOMMENDED THAT THE BOARD:**

Approve Resolution to amend Plumas County's classification plan revising the recommended changes to the new job description for Director of Information Technologies job and recommended base wage of \$34.64. This position will change of a classified position to an "at-will" position with an employment agreement.

Authorize the Human Resources Department to recruit to fill 1.0 FTE Director of Information Technologies position.

### **BACKGROUND AND DISCUSSIONS**

As recommended by the Plumas County Board of Supervisors, the job description for the Information Technologies Manager has been updated with a new job description, Director of Information Technologies.

I have created the new "at-will" job description that will replace the current "classified" job description for Information Technologies Manager for Board approval. The current job descriptions was last revised May 2000, approximately 20 years ago. With the current IT department head retiring this is an opportunity to update this position with current and relevant labor market information. The new and current job descriptions are in Exhibit A.

I have researched base wage comparisons for this position. The last base wage adjustment for the Information Technologies Manager was in 2007, approximately 13 years ago. Exhibit B lists two comparable wage survey's, the outside ten counties and the list of Plumas County department heads and elected officials base wages.

Based on the qualifications for this position, I would recommend the new position base wage of \$34.64.

**Attached Exhibits:**

**Exhibit A:**

- New and current job descriptions

**Exhibit B:**

- Wage Survey information

RESOLUTION NO. 2020- \_\_\_\_\_

**RESOLUTION TO AMEND FISCAL YEAR 2019-2020 JOB CLASSIFICATION PLAN  
FOR INFORMATION TECHNOLOGIES DEPARTMENT #20220**

**WHEREAS**, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the Fiscal Year 2019/20 Job Classification Plan covering all positions in the County service; and

**WHEREAS**, this position is necessary in the daily operational needs Information Technologies Department Fund #20220; and

**WHEREAS**, this request was brought to the attention of the Human Resources Director who is now requesting approval of this resolution to amend the 2019-2020 Position Allocation adding Director of Information Technologies "at-will" job description, wage 3464 for Fund #20220; and

**WHEREAS**, Plumas County has met the meet and confer obligations for this position with Operating Engineers Local #3; and

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

Approve the attached updated job classification for the position of Plumas County Director of Information Technologies with a base hourly rate \$34.64 and reassigning the same to an At-Will contract department head position

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board on the 16<sup>th</sup> day of June, 2020 by the following vote:

**AYES:** Supervisors:

**NOES:** Supervisors:

**ABSENT:** Supervisors:

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

\_\_\_\_\_  
Clerk, Board of Supervisors

# Exhibit A

PLUMAS COUNTY

NEW: 5/2020

## **DIRECTOR OF INFORMATION TECHNOLOGIES**

### **DEFINITION**

Under administrative direction, plans, organizes, manages, and provides direction and oversight for all functions and activities of the County's Information Technologies Department. Formulates departmental policies, goals, and directives; coordinates assigned activities with other County departments, officials, outside agencies, and the public. Fosters cooperative working relationships among County departments and with intergovernmental regulatory agencies and various public and private groups. Provides highly responsible and complex professional assistance to the County Administrator, County departments, and Board of Supervisors in areas of expertise; and performs related duties as assigned. Responsible for budgetary controls for this department.

### **DISTINGUISHING CHARACTERISTICS**

This is an at-will department head position appointed by the Board of Supervisors. Under a delegation of authority from the Board of Supervisors, this class has the overall responsibility for coordination, direction, and administration of the County's Information Technologies Department. The incumbent is responsible for the delivery of effective information technology systems, solutions, and services to County departments. Successful performance of work requires knowledge of public policy and the ability to develop, oversee, implement projects, programs in a variety of areas, and support staff in the daily operations as needed. The incumbent is responsible for overall policy development, fiscal management, administration, and operation of the department. This position is accountable for accomplishing departmental planning and operational goals and objectives, and for furthering County goals and objectives within general policy guidelines.

### **REPORTS TO**

Board of Supervisors, through the County Administrator

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

Systems Analyst III, Programmer Analyst, Office Automation Analyst, Office Automation Specialist, and Telecommunications Technician



## **DIRECTOR OF INFORMATION TECHNOLOGIES -2**

### **EXAMPLES OF DUTIES**

- Develops, directs, and coordinates the implementation of goals, objectives, policies, procedures, and work standards for the Information Technologies Department; establishes, within County policy, appropriate budget, service, and staffing levels.
- Manages and participates in the development and administration of the department's annual budget; directs the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of and approves expenditures; directs and implements adjustments as necessary.
- Selects, trains, motivates, and directs assigned staff; evaluates and reviews work for acceptability and conformance with department standards, including program and project priorities and performance evaluations; works with employees on performance issues; implements discipline and termination procedures; responds to staff questions and concerns; works with staff to build and maintain a high performing team.
- Works closely with the Board of Supervisors, Administrative Officer, and other County management staff regarding short- and long-term strategies for the delivery of effective technology services to all County departments.
- Develops and implements short- and long-term strategies to plan for and execute County wide technology systems consistent with County technology goals and objectives; ensures the development and implementation of security and general technology protocols and standards supporting these goals and objectives.
- Directs the management of information technology research, development, conversion, installation, and maintenance projects.
- Represents the County and the department in meetings with representatives of governmental agencies, professional and business organizations, employee organizations, and the public.
- Contributes to the overall quality of the department's service by developing, reviewing, and implementing policies and procedures to meet legal requirements and County needs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors the distribution of work, support systems, and internal reporting relationships; identifies opportunities for improvement; directs the implementation of changes.
- Oversees the development of consultant requests for proposals for professional services and the advertising and bid processes; evaluates proposals and recommends project award; coordinates with legal counsel to determine County contractual obligations and requirements; negotiates contracts and agreements and manages same after award.
- Monitors developments in legislation related to information technology matters, and evaluates their impact upon County operations; recommends and implements policy and procedural improvements to meet legislative obligations.

## **DIRECTOR OF INFORMATION TECHNOLOGIES -3**

### **EXAMPLES OF DUTIES** - continued:

- Provides highly complex staff assistance to the Board of Supervisors and County Administrator; conducts a variety of organizational and operational studies, special projects, and investigations, prepares and presents staff reports and other necessary correspondence related to assigned activities and services to various commissions, committees, and boards.
- Responds to difficult and sensitive County department and/or public inquiries and complaints and assists with resolutions and alternative recommendations.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in information technology; researches emerging products and enhancements and their applicability to County needs.
- Performs related duties as assigned.

### **TYPICAL PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and to visit various County and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Reasonable accommodations will be made for individuals on a case-by-case basis.

### **TYPICAL WORKING CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with members of the public or with staff under emotionally stressful conditions while interpreting and enforcing departmental policies and procedures.

#### **Knowledge of:**

- Operations, services, and activities of comprehensive enterprise-wide technology systems and supportive services.
- Advanced information technology management theory, principles, and practices and their application to a wide variety of services and programs.
- Industry best practices for information technology management and control.
- Principles and practices for developing and implementing technology policies, procedures, protocols, and standards.
- Principles and practices of leadership.

## **DIRECTOR OF INFORMATION TECHNOLOGIES –4**

### **Knowledge of - continued:**

- Principles and practices of project management.
- Administrative principles and practices, including goal setting; program development, implementation, and evaluation; and supervision of staff.
- Public agency budget development, contract administration, and administrative practices.
- Principles and practices of managing the exposure to risk and security issues intrinsic in technology systems.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to information technology management.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and County staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

### **Ability to:**

- Develop and implement goals, objectives, policies, procedures, work standards, and internal controls for the Information Technologies Department.
- Provide administrative and professional leadership and direction for the department and the County.
- Prepare and administer large and complex budgets; allocate limited resources in a cost effective manner.
- Understand, interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- Plan, organize, direct, and coordinate the work of staff and delegate authority and responsibility.
- Select, train, motivate, and evaluate the work of staff.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Establish, implement, and promote a service environment to ensure the technology needs of County departments are met.
- Work collaboratively with County departments to identify, plan, design, and implement technology solutions that enhance their service delivery and optimize staff efficiencies.
- Develop short- and long-term strategies to meet County wide technology needs.
- Ensure the provision of safe and secure technology systems, which meet the County's mandated and legal obligations.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written material.

## **DIRECTOR OF INFORMATION TECHNOLOGIES –5**

### **Ability to – continued:**

- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Direct the establishment and maintenance of filing, recordkeeping, and tracking systems.
- Effectively represent the department and the County in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

### **EDUCATION AND EXPERIENCE**

Qualifications needed for this position include:

Equivalent to a bachelor's degree from an accredited four-year college or university with major coursework in information technology management, computer science, public or business administration, or a related field, and one (1) year of supervisory and administrative responsibility,

**OR**

Three (3) years of responsible experience in the performance of computer systems analysis and development work equivalent to that of a Systems Analyst with Plumas County, including one (1) year of supervisory and administrative responsibility.

### **SPECIAL REQUIREMENTS**

Possession of a valid driver's license at time of application and possession of a valid California Driver's License by time of appointment. The valid California Driver's License must be maintained throughout employment.

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

## INFORMATION SYSTEMS MANAGER

### DEFINITION

Under general direction, to develop and maintain automated computer systems for use by County Departments; to supervise and provide direction for data processing staff; to serve as liaison with user Departments; to provide administrative support for the development of the *Information Technology's* budget and operations; and to do related work as required.

### DISTINGUISHING CHARACTERISTICS

This is a supervisory and advanced working level classification for the performance of system analysis work in the County *Information Technology's* Division. The incumbents provide day-to-day supervision for County *Information Technology's* operations, as well as performs a variety of the more complex systems development work.

### REPORTS TO

*Board of Supervisors*

### CLASSIFICATIONS DIRECTLY SUPERVISED

Systems Analyst, Programmer Analyst, Office Automation Analyst, and Office Automation Specialist.

## INFORMATION SYSTEMS MANAGER - 2

### **EXAMPLES OF DUTIES**

- Provides day-to-day supervision and coordination for the County's *Information Technology's* Division.
- Assists with the selection of Division staff.
- Provides training and evaluation for assigned staff.
- Provides staff assistance for the County Administrative Officer in the development and administration of the Division's budget and services.
- Assists with preparation and implementation of the Division's policies, procedures, goals, and objectives.
- Develops work plans and assigns activities.
- Prepares and presents staff reports and correspondence.
- Coordinates the *Information Technology's* Division's functions with other County Departments and services.
- Responds to and resolves difficult and sensitive citizen inquiries and complaints.
- Develops and recommends a comprehensive *information* management program including systems development, testing, documentation, systems analysis, computer operations, and technical support.
- Develops and maintains the existing computer network.
- Performs the more complex work in the writing, debugging, and enhancement of computer programs.
- Diagnoses and corrects hardware/software problems.
- Prepares needs assessments and project definitions for new applications.
- Works with other County management to develop information needs and design systems to meet those needs.
- Installs and tests new hardware and software.
- Provides support and assistance for County hardware and software acquisitions.
- Develops and coordinates County staff training in information system and computer use.
- Assists users with resolving problems.
- Compiles and maintains records and reports on County *information technology* operations.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; some kneeling and stooping; physical ability to lift and carry objects weighing up to 50 lbs.; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is performed in an office environment; some exposure to dust and electrical energy; continuous contact with staff and the public.

## INFORMATION SYSTEMS MANAGER - 3

### DESIRABLE QUALIFICATIONS

#### Knowledge of:

- Computerized information systems including hardware and software capabilities.
- Principles, methods, and procedures of computer systems development, analysis, and administration.
- Programming languages and available software packages.
- Recent developments, current literature, and sources of information regarding *information Technology* and computer systems.
- Project development, management, and coordination.
- Development and conversion of applications and services to automated *information technology*.
- Budget preparation and administration.
- Employee supervision, training, and work evaluation.

#### Ability to:

- Provide supervision and coordination for County *Information Technology's* functions.
- Supervise, train, and evaluate assigned staff.
- Develop and implement computer system user training programs.
- Analyze County *information technology* needs and develop systems to meet those needs.
- Evaluate and prioritize hardware and software requests.
- Develop, implement, and modify automated information processing and maintenance systems.
- Perform complex systems analysis and programming assignments.
- Prepare work plans, time estimates, and cost projections for computer system development and utilization.
- Develop documentation and user manuals for systems and programs.
- Prepare reports and correspondence.
- Effectively present ideas and recommendations orally and in writing.
- Effectively represent the programs, operations, and functions of the County *Information technology* Division, with the public, other County staff, and other government agencies.
- Establish and maintain cooperative working relationships.

## INFORMATION SYSTEMS MANAGER - 4

**Training and Experience:** Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Three (3) years of responsible experience in the performance of computer systems analysis and development work equivalent to that of a Systems Analyst with Plumas County, including one (1) year of supervisory and administrative responsibility.

**Special Requirements:** Possession of a valid California Driver's License issued by the State Department of Motor Vehicles.



# IT Director Ten (10) County Comparable Wage Survey

Amador	\$ 58.08	
Calaveras	\$ 51.57	Deputy CAO - Chief Information Officer
Colusa	\$ 38.69	
Del Norte	\$ 36.47	
Glenn		Information Systems Supervisor MS \$26.98
Inyo	\$ 66.69	Information Services Director
Lassen	\$ 28.50	
San Benito	\$ 41.64	
Tehama	\$ 39.20	
Tuolumne	\$ 57.45	
sum	\$ 418.29	
Average	\$ 46.48	
Plumas	\$ 29.23	Classified position base wage
<i>Proposed</i>	\$ 34.64	

As of June 2, 2020

## Plumas County Department Head / Elected

Ag	\$ 35.77
BH	\$ 50.96
Bldg	\$ 39.42
Child	\$ 34.48
EH	\$ 32.69
FS	\$ 39.42
Fair	\$ 31.40
HR	\$ 39.49
IT	\$ 29.23
Library	\$ 31.21
Museum	\$ 21.59
Planning	\$ 43.27
Prob	\$ 42.42
PII	\$ 51.37
PW	\$ 52.16
SS	\$ 34.48
Assessor	\$ 35.95
Auditor	\$ 35.95
Clerk	\$ 35.95
DA	\$ 48.43
Treasurer	\$ 35.95
Sheriff	\$ 45.77
CC	\$ 57.69
CA	\$ 43.27
	<b>\$ 948.32</b>

Average 39.51

6E.2.

**RESOLUTION NO. 20 -**

**A RESOLUTION ADOPTING THE RECOMMENDED BUDGET FOR PLUMAS  
COUNTY AND THE DEPENDENT SPECIAL DISTRICTS THEREIN FOR FISCAL  
YEAR 2020-2021, IN ACCORDANCE WITH GOVERNMENT CODE §29064**

**WHEREAS**, the Recommended Budget for FY 2020-2021 for Plumas County was prepared and distributed according to law, and a copy of the Proposed Budget is on file with the Clerk of the Board; and

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

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

1. The recommended budget has been modified as the result of meeting with departments in order to constitute the Recommended Budget for FY 2020-2021 for Plumas County and those Special Districts governed by the Board of Supervisors.
2. A copy of the Recommended Budget shall be filed with the Clerk of the Board.
3. All Capital Improvement Projects and Fixed Asset Purchases in the General Fund are frozen until final adoption of the FY 2020-2021 Budget or until individually approved by the Board of Supervisors.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 16th day of June, 2020 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

\_\_\_\_\_  
Kevin Goss, Chair

**ATTEST:**

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



Outdoor Festival Permit

For the

**PRICELESS  
MUSIC FESTIVAL**

At

Belden Town Resort  
September 25-27, 2020

**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, June 16, 2020 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 – September 24 – 27, 2020**

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: John Steffanic, Plumas Sierra County Fairgrounds at (530) 283-6272.

Written comments should be mailed to: John Steffanic, Plumas Sierra County Fairgrounds, 204 Fairground Rd., Quincy, California 95971.

Posted: Bulletin Board, Plumas County Courthouse, Room 308

**PLUMAS COUNTY FAIR USE ONLY**

Completeness Verified by \_\_\_\_\_

Date Received \_\_\_\_\_

Receipt No. \_\_\_\_\_ \$ \_\_\_\_\_

**OUTDOOR FESTIVAL PERMIT APPLICATION**

Instructions to applicant(s):

1. Complete the form; and mail or take to: Plumas County Fair Manager  
204 Fairgrounds Road  
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 Fair

**A. Applicant (s)**

Applicants Name False Profit Inc

Residence Address 1307 Gateview Ave Unit A, San Francisco CA 94130

Mailing Address 1307 Gateview Ave Unit A, San Francisco CA 94130

Telephone Number (510) 329 8261

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

\*Applicant must be the promotor of the event

**B. Owner (s)**

(Attach additional sheets if necessary)

Name Ivan Coffman

Mailing Address Belden Town Resort and Lodge 4785 Belden Town Road, Belden, CA 95915

Telephone (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's

Nearest town Twain

Assessors Parcel Number(s) 002-340-002

#### D. Dates & Hours of Event

Dates of Pre-Event Setup September 23, 2020

Dates of Actual Event: September 24-27, 2020

Dates of Post Event Activities: September 28, 2020

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

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#### E. Number of Attendees and Staff

Number of Spectators/Participants and Staff for each day of Event: \_\_\_\_\_

We expect a total of 500 individuals, including all staff, artist, vendors, and ticket holders.

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#### 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
  - (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.
- 

#### G. Program and Plans

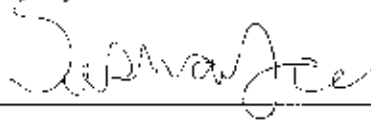
Complete the required information for the programs and plans listed on the following pages. Use additional sheets if necessary. The Fair Manager will circulate these plans to the appropriate County Departments for review and approval.

The County of Plumas' approval of this Application and the issuance of an Outdoor Festival Permit for the "Priceless Festival" to be held on July 2-5, 2020, is expressly conditioned on compliance with any and all applicable federal, state, and local laws, ordinances, and regulations. This includes any and all existing and future state and local declarations of public health emergency and state and local emergency proclamations and orders and directives issued pursuant to such emergency declarations and proclamations.

The Applicant has been informed that at the time of approval of this Application and the issuance of a Permit for the Festival, Executive Order N-33-20 issued by the Governor of the State of California on March 19, 2020, incorporates Orders of the State Public Health Officer ordering individuals to stay home and further exempts certain essential services and critical infrastructure sectors (the "COVID 19 Emergency Orders"). **Public events and gatherings, including a music festival such as this are not exempt and are currently prohibited.** This Permit does not override or supersede the Governor's and State Public Health Officer's COVID 19 Emergency Orders. **This event will not take place unless the COVID 19 Emergency Orders expire, are rescinded, or otherwise modified to remove prohibitions against this type of an event.**

**I. 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

3/30/2020  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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 Festival to take place on 7/2-7/5 2020 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.



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Ivan Coffman – Owner, Belden Town Resort and Lodge



a) Commercial Liability Insurance

Festival Name and Date: Priceless, July 2-5, 2020

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 300  
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.

FINAL CERTIFICATE TO BE PROVIDED AT LEAST 14 DAYS  
BEFORE EVENT.

County Agency Approval:

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

GABRIEL HOFER  
Plumas County Risk Manager

C. E. HERRON 5/5/20  
Signature / Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/9/2019

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).

<b>PRODUCER</b> Risk Strategies Company 700 Airport Boulevard, Suite 300 Burlingame, CA 94010	<b>CONTACT</b> NAME: Tiffany Chinn PHONE: 950-752-0400 FAX: (N/A) E-MAIL: tchinn@risk-strategies.com ADDRESS: 1chinn@risk-strategies.com INSURER(S) AFFORDING COVERAGE: INSURER A: Nonprofit Insurance Alliance of CA INSURER B: ORF Insurance Corporation INSURER C: INSURER D: INSURER E: INSURER F:
<b>INSURED</b> False Profit, Inc 340 S Lemon Ave #2578 Walnut Creek CA 91789	NAIC# 39217

**COVERAGES**

CERTIFICATE NUMBER: 48220085

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.

INSH LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		2019-51028-NPO	5/19/2019	5/19/2020	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (EA OCCUR) \$1,000,000 WFO EXP (any one person) \$500,000 PERSONAL & ADVERTISING \$20,000 GENERAL AGGREGATE \$1,000,000 PRODUCTS COMPLEASURE \$2,000,000 OTHER \$
	CENTRAL RETENTION LIMIT APPLIES FOR <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER					
A	<input type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	2019-51029-NPO	5/19/2019	5/19/2020	COMBINED SINGLE LIMIT (EA accident) \$1,000,000 BODILY INJURY (per person) \$ BODILY INJURY (per accident) \$ PROPERTY DAMAGE (EA accident) \$ Actual Cash Value Comp/Coll Deductible \$500
	<input type="checkbox"/> UMBRELLA LIAB EXCESS LIAB OCCUR CLAIMS-MADE OCC RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ OTHER \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETARY-HEARING EXECUTIVE OFFICER/EMPLOYEE (EA EMP) (Mandatory in HI) If yes, describe in detail DESCRIPTION OF OPERATIONS below					
B	Accident Medical Liability		MI4H010307	5/19/2019	5/19/2020	PER STATUS - OFFER CL EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (GROUND III, 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

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## Steffanic, John

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**From:** Hydrick, Gabriel  
**Sent:** Wednesday, May 27, 2020 1:17 PM  
**To:** Steffanic, John  
**Subject:** FW: Looking for some approvals...  
**Attachments:** 0350\_001.pdf

Hi John,  
Thanks for following up. See responses below in bold.

**From:** Steffanic, John <JohnSteffanic@countyofplumas.com>  
**Sent:** Wednesday, May 27, 2020 10:56 AM  
**To:** Allen, Roberta <RobertaAllen@countyofplumas.com>; Canalia, Dean <dcanalia@pcso.net>; Crews, Mark <MarkCrews@countyofplumas.com>; Ferguson, Tracey <TraceyFerguson@countyofplumas.com>; Graham, Jim <JimGraham@countyofplumas.com>; Herrin, Becky <BeckyHerrin@countyofplumas.com>; Hydrick, Gabriel <GabrielHydrick@countyofplumas.com>; quincyenv <quincyenv@countyofplumas.com>; Johns, Todd <ToddJohns@countyofplumas.com>; Nieman, Martee <MarteeNieman@countyofplumas.com>; Olney, Rosie <RosieOlney@countyofplumas.com>; Perreault, Bob <BobPerreault@countyofplumas.com>; Satterfield, Mark <msatterfield@countyofplumas.com>; Sipe, Jerry <JerrySipe@countyofplumas.com>; White, Julie <JulieWhite@countyofplumas.com>; Wingfield, Carson <CarsonWingfield@countyofplumas.com>  
**Subject:** Looking for some approvals...

Hello everyone!

So, the beat goes on, for now. I have reached out to all the Belden promoters and asked where they stand on their events. I'll let you know what they say. In the meantime, I'm still looking for some approvals.

Regarding Priceless, they have changed their dates to September 24-27. All of you have approved their plan, but I need to know if your approval is still good with the new date. I have not heard from the following on that topic:

Risk Management **acceptable**

Police

Emergency

Sanitation

Parking

Traffic

TOT

An email is sufficient.

The other application in progress is for Stildream. They have changed their dates to August 20-24. Again, for those of you who have approved their application, I need an OK on the date change. Those are:

Sanitation

Traffic

**b) Police Protection and Security**

Festival Name and Date: Priceless, July 2-5, 2020

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.

Todd Johns  
Plumas County Sheriff

[Signature] 2/26/2020  
Signature / Date

**Steffanic, John**

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**From:** Johns, Todd  
**Sent:** Monday, June 08, 2020 9:49 AM  
**To:** Steffanic, John  
**Subject:** RL: Priceless Music Festival

John fine with me. Todd

---

**From:** Steffanic, John  
**Sent:** Monday, June 08, 2020 9:13 AM  
**To:** Johns, Todd  
**Subject:** Priceless Music Festival

Todd,  
Priceless has rescheduled their event to September 25-27 from July 2-5, 2020. Can you let me know if this affects your earlier approval of the event? Your response to this email is sufficient.

The event is still subject to the final approval of the County Health Officer, who has said they will not allow any events of this size to occur until the State has announce they are moving into Phase 4. The promoter is aware of this but wishes to proceed with the public hearing.

Thanks!  
John Steffanic

## 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 12 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 the construction area (formerly the rest stop parking area) is not for event use.

c) **Emergency Preparedness Plans**

Festival Name and Date: Procelss, July 2-5, 2020

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:


1400 East Main Street  
Quincy, CA 95971  
(530) 283-8375

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.

TODD JOHNS  
Director, Plumas County CES

 2/26/2020  
Signature / Date

## 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 July 2 until 3pm July 5. 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 10am on July 2, and ends at 7pm on July 5. 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 2 and ends at 2pm, July 5. 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 July 2 and ends at 6pm on July 5.



- 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 July 2 and officially end at 2pm July 5. 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 July 2 to 3pm July 5 and will consist of 2 buses making trips between Belden Town and the Lots approximately every 30 minutes. Each shuttle carries approximately 15-50 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

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 an 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

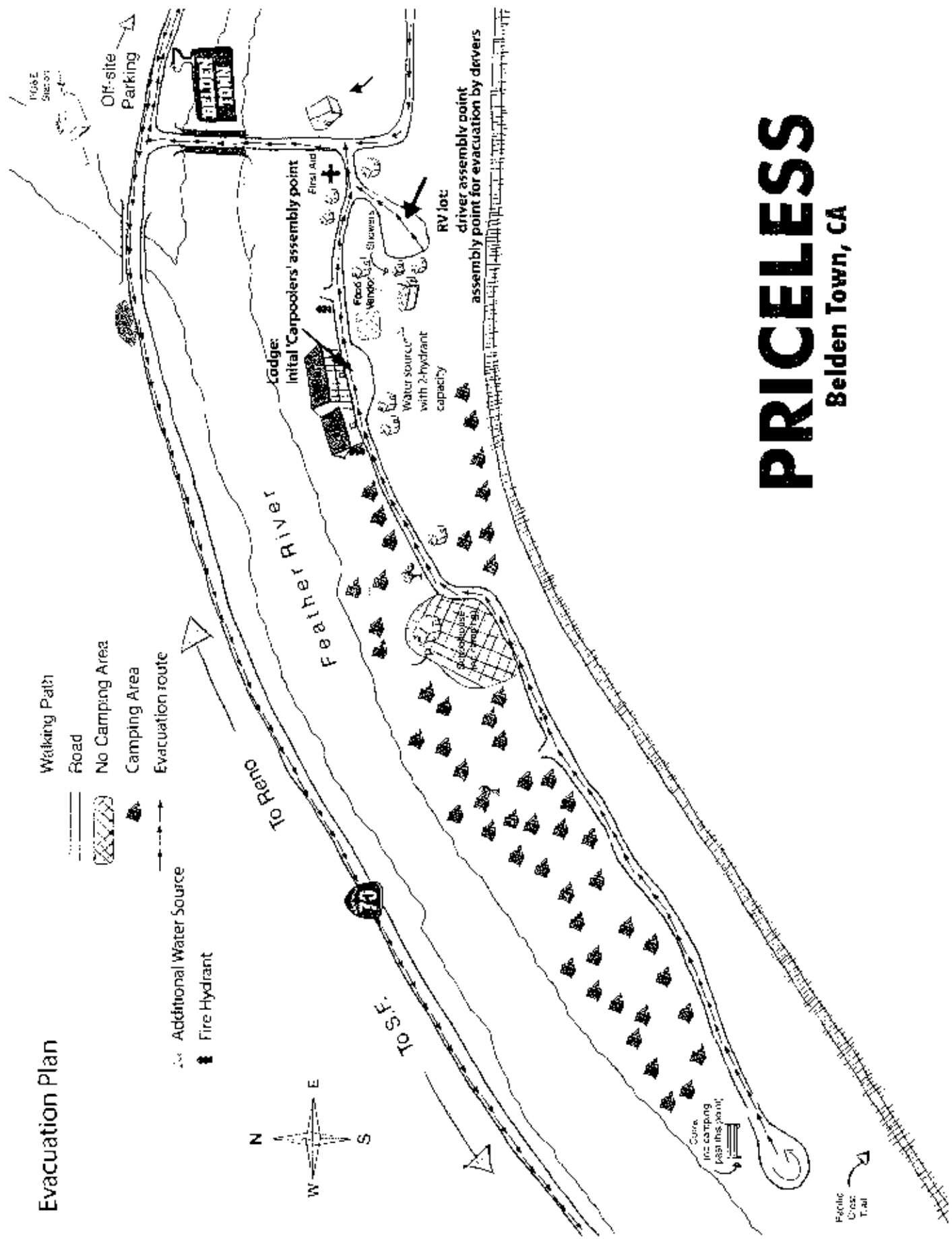
compliance with Cal. PRC § 4442, for example by ensuring that generators are only operated on land that is not forest-covered, brush-covered, or grass-covered.

**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 enforce a policy of safe cigarette waste disposal for all smokers.

**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 trimmed and watered down before the event to minimize the possibility of sudden combustion/spark ignition.

# Evacuation Plan

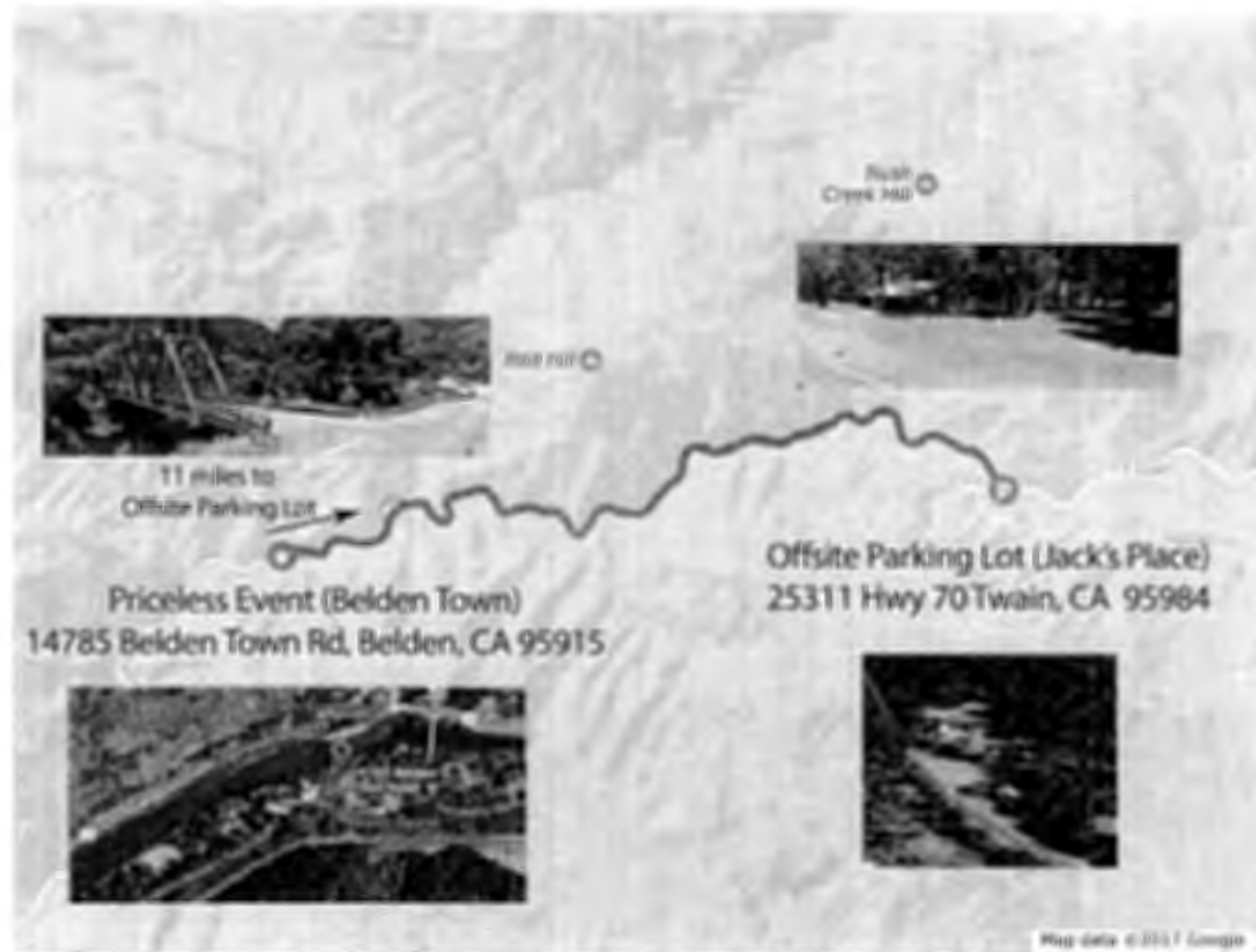
- Walking Path
- Road
- No Camping Area
- Camping Area
- Evacuation route
- Additional Water Source
- Fire Hydrant



## PRICELESS

Belden Town, CA

## Map (a) - Venue and Offsite Parking



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

Festival Name and Date: Priceless, July 2-5, 2020

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

1200 people for event --

Solid waste - All recycling <sup>sorting etc.</sup> must be completed within 48 hours of the end of the event. Any unsorted solid waste after that time must be placed in the bins provided by Feather River Disposal

Application approved with above change.

**County Agency Approval:**

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

Trinity Shihua  
Plumas County Environmental Health

Tom S. [Signature] 2/2/20  
Signature / Date

**Steffanie, John**

---

**From:** Stirling, Trinity  
**Sent:** Friday, March 20, 2020 2:42 PM  
**To:** Steffanie, John  
**Subject:** RE: Priceless changes for your approval

Looks great, thanks John.

**From:** Steffanie, John  
**Sent:** Friday, March 20, 2020 2:04 PM  
**To:** Stirling, Trinity  
**Subject:** Priceless changes for your approval

Hey Trinity,

If this looks good, let me know. You can either sign it again or send me an email saying it's good and I'll attach that to the application. Thanks and have a good weekend!

John

CHANGES MADE



## 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 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 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) 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.

**All recycling, sorting, etc will be complete within 48 hrs of the end of the event. Any unsorted solid waste after time that will be placed in bins provided by Feather River Disposal**

## Steffanic, John

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**From:** Sipe, Jerry  
**Sent:** Wednesday, May 27, 2020 1:09 PM  
**To:** Steffanic, John  
**Cc:** quincyenv  
**Subject:** RE: Looking for some approvals...

Hi John,

Env Health approvals remain valid if the festival dates are moved and approved by the Health Officer. The Food Code requires 30 day advance coordination with the event coordinator, so I'd rather not push the decision to hold or cancel events closer than one month before they're scheduled. Thanks.

Jerry Sipe  
Plumas County Environmental Health  
270 County Hospital Road #127  
Quincy, CA 95971  
530-283-6367



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---

**From:** Steffanic, John  
**Sent:** Wednesday, May 27, 2020 10:56 AM  
**To:** Allen, Roberta; Canalia, Dean; Crews, Mark; Ferguson, Tracey; Graham, Jim; Herrin, Becky; Hydrick, Gabriel; quincyenv; Johns, Todd; Nieman, Martee; Olney, Rosie; Perreault, Bob; Satterfield, Mark; Sipe, Jerry; White, Julie; Wingfield, Carson  
**Subject:** Looking for some approvals...

Hello everyone!

So, the beat goes on, for now. I have reached out to all the Belden promoters and asked where they stand on their events. I'll let you know what they say. In the meantime, I'm still looking for some approvals.

Regarding Priceless, they have changed their dates to September 24-27. All of you have approved their plan, but I need to know if your approval is still good with the new date. I have not heard from the following on that topic:

Risk Management

Police

Emergency

Sanitation

Parking

Traffic

TOT

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 13 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.
- 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.

County Agency Approval:

The Medical Facilities and Services Plans described above, or attached hereto, are approved for the event as described in this application. Subject to COVID 19 conditions as attached.

Mark Safford, MD  
Plumas County Health Officer

Signature / Date

page 12.7

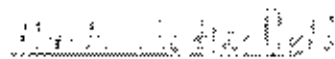
- All Paramedic, EMT, High Rock, and MARS staff on duty are on the same radio system 24 hours a day throughout the duration of the event, remaining in constant communication. Priceless staff and medical staff on duty will have at least two fully functional cellular devices on hand to use in the event that an emergency warrants a call for off-site services. Belden Lodge has a faxline 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 certifications) 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 an 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. Subject to COVID-19 conditions as attached.

  
Phyllis County Health Officer

  
Signature / Date

Approved by  
7/2/20

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

- While Pricedoss staff, MARS Medical, and High Rock Security will be focused on the safety of Pricedoss 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. Subject to COVID-19 conditions as adopted.

Jack Belden M.D.  
Plumas County Health Officer

[Signature]  
Signature / Date

Page 2 of 3

## **Steffanic, John**

---

**From:** mark.lutterfield <mlutterfield@countyofplumas.com>  
**Sent:** Tuesday, May 19, 2020 11:18 AM  
**To:** Steffanic, John  
**Cc:** Allen, Roberta; Canalia, Dean; Crews, Mark; Ferguson, Tracey; Graham, Jim; Herrin, Becky; Hydrix, Gabriel; quincyenr; Johns, Todd; Nieman, Marlee; Olney, Scott; Perreault, Bob; Sipe, Jerry; White, Julie; Wingfield, Carson; Woodruff, Andrew  
**Subject:** Re: Event updates  
**Attachments:** Governor Newsom's Update-on-California-Pandemic-Roadmap 4.28.20 ms xdl

Good Morning John,

I apologize for the delay getting back to you on this. There's a lot at stake and I understand that.

The opportunity for any of these concert-festivals to happen during 2020 is seeming less and less likely even with the dates pushed back and the down-sizing of Pricelless. As you know, for them to occur depends first upon the Governor removing the stay-at-home order which will allow California to move into Stage 4 of the pandemic recovery. Stage 4 is the first one that permits concert events (see attached) and is currently expected to be many months away.

If the governor removes the stay-at-home order then I will also need to agree, as Plumas County Health Officer, that the benefits outweigh the risks of these concert-festivals for them to occur. That will be determined by the extent to which COVID-19 infections and deaths have remained controlled in Plumas and similar counties as California and other states open up. It will be particularly important whether there are outbreaks of COVID-19 arising from large events elsewhere in the country.

If the organizers want to adjust their applications with the new dates we could get them signed off again and agree to re-assess the situation 30 days prior to the scheduled event. I think it's unlikely to succeed, but I'm open to trying.

Regarding the individual events:

**Pricelless:** We could put August 25 on the calendar as a review date for their planned Sep 24-27 event. The current medical plan is fine as is the date change. If they are interested please have them re-submit the application with the new dates so all Plumas County Departments can re-sign.

**Stilddream (accidentally also called Pricelless below):** We could put July 21 on the calendar as a review date for their planned Aug 20-24 event. The current medical plan is fine as is the date change. If they are interested please have them re-submit the application with the new dates so all Plumas County Departments can re-sign.

**For the Funk of It:** July 8 would be 30 days out as a review date for their Aug 7-9 event. If they are interested please have them submit the application so all Plumas County Departments can sign.

The link below goes to an article in Bloomberg News last month called "The Music Industry's Lost Summer: Many artists and promoters don't think there will be live music at all in 2020"

g) Parking plan

Posted / Approved Date: Pricelless July 1-5 2020

Describe the parking plan for the proposed event in the jurisdiction of the Plumas County Planning Department:

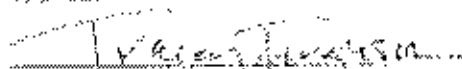
Plumas County Planning Department

335 Main Street  
Quincy, CA 95971  
(530) 283-7911

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.

  
Tracy A. Johnson  
Plumas County Planning Department

4/9/2020  
Signature / Date



## 1) 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 uses both "on-site" and "off-site" parking. Most staff and attendees use the "off-site" parking area, on-site parking is for sale to both staff and attendees. Attendees are provided parking passes including name, phone number, and other information to leave on dashboards for identification in the event the car needs to be moved.

Priceless sells 50 parking passes for "on-site" parking in Belden Town. These parking areas are in the RV Lot and in the parking lot off of Howell's Rd east of Belden (not in the PG&E lot/PCT staging/day parking area). There are small loading zones along the road next to the camping areas west of the city, which we use for loading and unloading only, and do not allow long term parking in these areas. We ensure a 12' easement is left through town and for fire lane access. Off-site parking areas are monitored by event staff and security teams 24/7 during the event.

The rest of the vehicles will be parked at the offsite property 11 miles away known as Jack's Place, and attendees will be shuffled over from that remote lot. This lot is monitored 24 hours/day by event staff or Belden staff. We have applications submitted for Highway Encroachment/Easement permits through Caltrans via Golden Town, 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 Carrie Shuman (carrie.shuman@dot.ca.gov) or Fred Chaffin (Fred.chaffin@dot.ca.gov). We will also have trash cans and 2 porta potties at the offsite area to ensure proper sanitation.

All vehicles are guided into parking spots by event staff, backed in facing out, to the road.

**Parking in dry grass.** We work with Belden Staff to ensure our designated parking areas (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 trimmed and watered down before the event to minimize the possibility of sudden combustion/spark ignition.

*X* *Tracy Thompson*  
*Approved as revised*  
*4/9/2020*

**Steffanic, John**

---

**From:** Ferguson, Tracey  
**Sent:** Wednesday, May 27, 2020 12:08 PM  
**To:** Steffanic, John  
**Subject:** RE: Looking for some approvals...

Hi John,

Planning (Parking) has no issues with the change of date.

Thanks,  
Tracey

**Tracey Ferguson, AICP**  
**Planning Director**



Planning Department  
P: (530) 283-6214  
[traceyferguson@countyofplumas.com](mailto:traceyferguson@countyofplumas.com)

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**From:** Steffanic, John  
**Sent:** Wednesday, May 27, 2020 10:56 AM  
**To:** Allen, Roberta <[RobertaAllen@countyofplumas.com](mailto:RobertaAllen@countyofplumas.com)>; Canalia, Dean <[dcanalia@pcso.net](mailto:dcanalia@pcso.net)>; Crews, Mark <[MarkCrews@countyofplumas.com](mailto:MarkCrews@countyofplumas.com)>; Ferguson, Tracey <[TraceyFerguson@countyofplumas.com](mailto:TraceyFerguson@countyofplumas.com)>; Graham, Jim <[JimGraham@countyofplumas.com](mailto:JimGraham@countyofplumas.com)>; Herrin, Becky <[BeckyHerrin@countyofplumas.com](mailto:BeckyHerrin@countyofplumas.com)>; Hydrick, Gabriel <[GabrielHydrick@countyofplumas.com](mailto:GabrielHydrick@countyofplumas.com)>; Quincyem <[quincyem@countyofplumas.com](mailto:quincyem@countyofplumas.com)>; Johns, Todd <[ToddJohns@countyofplumas.com](mailto:ToddJohns@countyofplumas.com)>; Nieman, Martee <[MarteeNieman@countyofplumas.com](mailto:MarteeNieman@countyofplumas.com)>; Olney, Rosie <[RosieOlney@countyofplumas.com](mailto:RosieOlney@countyofplumas.com)>; Perreault, Bob <[BobPerreault@countyofplumas.com](mailto:BobPerreault@countyofplumas.com)>; Satterfield, Mark <[msatterfield@countyofplumas.com](mailto:msatterfield@countyofplumas.com)>; Sipe, Jerry <[JerrySipe@countyofplumas.com](mailto:JerrySipe@countyofplumas.com)>; White, Julie <[JulieWhite@countyofplumas.com](mailto:JulieWhite@countyofplumas.com)>; Wingfield, Carson <[CarsonWingfield@countyofplumas.com](mailto:CarsonWingfield@countyofplumas.com)>  
**Subject:** Looking for some approvals...

Hello everyone!

So, the beat goes on, for now. I have reached out to all the Belden promoters and asked where they stand on their events. I'll let you know what they say. In the meantime, I'm still looking for some approvals.

g) **Traffic Control Plan**

Festival Name and Date Pridecess, July 2-5, 2020

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

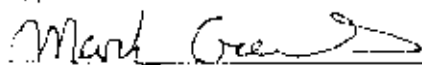
Plumas County Department of Public Works

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.



Plumas County Department of Public Works

4-10-20

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:
  - Prop 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 chock-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 (Saturday) 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.

**Steffanic, John**

---

**From:** Crews, Mark  
**Sent:** Wednesday, May 27, 2020 10:59 AM  
**To:** Steffanic, John  
**Subject:** RE: Looking for some approvals.

Approval from Public Works of the Traffic Plan is good for the new date.

Mark  
Engineering Tech  
Plumas County Public Works

**From:** Steffanic, John <JohnSteffanic@countyofplumas.com>  
**Sent:** Wednesday, May 27, 2020 10:56 AM  
**To:** Allen, Roberta <RobertaAllen@countyofplumas.com>; Canalia, Dean <dcanalia@pcso.net>; Crews, Mark <MarkCrews@countyofplumas.com>; Ferguson, Tracey <TraceyFerguson@countyofplumas.com>; Graham, Jim <JimGraham@countyofplumas.com>; Harrin, Becky <BeckyHarrin@countyofplumas.com>; Hydrick, Gabriel <GabrielHydrick@countyofplumas.com>; quincyeny <quincyeny@countyofplumas.com>; Johns, Todd <ToddJohns@countyofplumas.com>; Nieman, Martee <MarteeNieman@countyofplumas.com>; Olney, Rosie <RosieOlney@countyofplumas.com>; Perreault, Bob <BobPerreault@countyofplumas.com>; Satterfield, Mark <msatterfield@countyofplumas.com>; Sipe, Jerry <JerrySipe@countyofplumas.com>; White, Julie <JulieWhite@countyofplumas.com>; Wingfield, Carson <CarsonWingfield@countyofplumas.com>  
**Subject:** Looking for some approvals...

Hello everyone!

So, the beat goes on, for now. I have reached out to all the Belden promoters and asked where they stand on their events. I'll let you know what they say. In the meantime, I'm still looking for some approvals.

Regarding Priceless, they have changed their dates to September 24-27. All of you have approved their plan, but I need to know if your approval is still good with the new date. I have not heard from the following on that topic:

Risk Management

Police

Emergency

Sanitation

Parking

Traffic

TOT

An email is sufficient.

The other application in progress is for Stilldream. They have changed their dates to August 20-24. Again, for those of you who have approved their application, I need an OK on the date change. Those are:

Sanitation

Traffic

h) **Transient Occupancy Taxes**

Festival Name and Date: Priceless. July 2-5, 2020

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

Transient Occupancy Taxes are included in the ticket price of the Festival. We pass the cost of campground, cabin access, and hotel lodge rooms directly to the attendees with net revenue received.

We understand that False Profit Inc is the "Operator" of this Festival and we are responsible for filing quarterly returns in a timely manner, and the collection and remittance of the Transient Occupancy Tax. Our Registration form and past returns are on file under certificate #2199.

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.

Mon-tee Graham  
Plumas County Tax Collector

Martin Graham 2/24/2020  
Signature / Date

## **Steffanic, John**

---

**From:** Nieman, Martee  
**Sent:** Wednesday, May 27, 2020 11:50 AM  
**To:** Steffanic, John  
**Subject:** RE: Looking for some approvals...

The new proposed dates for priceless are approved by the Treasurer Tax Collector Office in regards to T.O.T

**From:** Steffanic, John <[JohnSteffanic@countyofplumas.com](mailto:JohnSteffanic@countyofplumas.com)>  
**Sent:** Wednesday, May 27, 2020 11:48 AM  
**To:** Nieman, Martee <[MarteeNieman@countyofplumas.com](mailto:MarteeNieman@countyofplumas.com)>  
**Subject:** RE: Looking for some approvals...

Thanks! Can you also add an email saying the new dates for Priceless are good? That's the one you already approved.

**From:** Nieman, Martee <[MarteeNieman@countyofplumas.com](mailto:MarteeNieman@countyofplumas.com)>  
**Sent:** Wednesday, May 27, 2020 11:22 AM  
**To:** Steffanic, John <[JohnSteffanic@countyofplumas.com](mailto:JohnSteffanic@countyofplumas.com)>  
**Subject:** RE: Looking for some approvals...

I will send it out today.

**From:** Steffanic, John <[JohnSteffanic@countyofplumas.com](mailto:JohnSteffanic@countyofplumas.com)>  
**Sent:** Wednesday, May 27, 2020 11:15 AM  
**To:** Nieman, Martee <[MarteeNieman@countyofplumas.com](mailto:MarteeNieman@countyofplumas.com)>  
**Subject:** RE: Looking for some approvals...

August 20-24

**From:** Nieman, Martee <[MarteeNieman@countyofplumas.com](mailto:MarteeNieman@countyofplumas.com)>  
**Sent:** Wednesday, May 27, 2020 11:13 AM  
**To:** Steffanic, John <[JohnSteffanic@countyofplumas.com](mailto:JohnSteffanic@countyofplumas.com)>  
**Subject:** RE: Looking for some approvals...

What are the new dates for Still Dream?

**From:** Steffanic, John <[JohnSteffanic@countyofplumas.com](mailto:JohnSteffanic@countyofplumas.com)>  
**Sent:** Wednesday, May 27, 2020 11:10 AM  
**To:** Nieman, Martee <[MarteeNieman@countyofplumas.com](mailto:MarteeNieman@countyofplumas.com)>  
**Subject:** RE: Looking for some approvals...



**PLUMAS COUNTY ENCROACHMENT PERMIT NO.** \_\_\_\_\_

Under P.C.C., Section 4-3.302, *ENCROACHMENT PERMITS*

**ISSUE** \_\_\_\_\_

**Plumas County Department of Public Works**

**FINAL** \_\_\_\_\_

1834 E. Main Street Quincy CA 95971

Telephone (530) 283-6268 Fax (530) 283-6323

**Owner:** False Profit, Inc. - Sasha Yee

Mailing Address: 1307 Gateview Ave Unit A, San Francisco CA 94130

San Francisco CA 94130

Telephone: ( ) \_\_\_\_\_ Fax: ( ) 24/7 \_\_\_\_\_

**Contractor:** Belden Town Resort & Lodge

Mailing Address: Belden Town Resort and Lodge 4785 Belden Town Road, Belden, CA

Belden, CA 95915

Telephone: ( ) 530-283-9662 Fax: ( ) \_\_\_\_\_

**Site Address:** 4785 Belden Town Road, Belden, CA 95915 **APN:** 002-340-002

**Construction/Event Dates:** **Start:** 7/2/2020 **Finish:** 7/5/2020

**Description of Work or Event:**

"Special Event Ahead" signage in the right of way for the Priceless Festival to be held at Belden Town Resort July 2, 2019 to July 5, 2019 on State Route 70 from post mile 13.4 to post mile 15.1 in Plumas County.

An **ENCROACHMENT PERMIT** is hereby granted to the undersigned **PERMITTEE** for the placement of a encroachment within a County highway as described above providing the following conditions are satisfied:

1. **PERMITTEE** agrees to move or remove this improvement at their expense if required by future improvements within the county right-of-way, and to provide all future maintenance for any and all improvements constructed under this Permit. **PERMITTEE** guarantees all work accomplished under this Permit for a period of one year from the date of final inspection.

2. **PERMITTEE** agrees to provide construction signs and flaggers, barricades and flashers as required, and to notify the Department of Public Works for inspection of same prior to beginning of construction. No lanes will be closed or detours established without the consent of the Department of Public Works.

3. Utility trenches shall be constructed to Plumas County Standard Plans. No open trenches will be allowed after sunset or over weekends or holidays. Temporary steel plates may be allowed with approved ramps, signage and flashing lights/barricades.

4. Utility poles shall be placed a minimum of 10' from the edge of pavement, unless an exception is granted. All pole and anchor locations shall be field-reviewed by Plumas County prior to construction.

5. **PERMITTEE** shall notify the Department of Public Works no less than 24 hours prior to beginning work, if starting date is different than shown above. Call your district foreman (see attachment) no less than 24 hours in advance for inspection. If no answer, call (530) 283-6268 or stop by Public Works at 1834 East Main Street in Quincy.

6. Permit applications for public events, races or tours shall be accompanied by letters of notification from both the Plumas County Sheriff's Office and the California Highway Patrol (obtained by *PERMITTEE*). No traffic control or lane closures will be permitted without prior approval. A Certificate of Insurance for not less than \$1 million dollars, naming Plumas County as co-assured shall also accompany the application, along with a map showing the route or location of the public event, race or tour. **No objects or liquids may be thrown or discharged onto or from the County right-of-way during a permitted public event.**

7. **LIABILITIES FOR DAMAGES:** The *PERMITTEE* is responsible for all liability for personal injury or property damage which may occur through work herein permitted, and in the event any claim is made against the County of Plumas or any department, officer or employee (actual, through, by reason of, or in connection with such work or activity, *PERMITTEE* shall defend, indemnify and hold them and each of them harmless from such claim.

8. Unless a determination is made for a "no-fee" permit (i.e. public entity-sponsored projects or public events), *PERMITTEE* agrees to pay a fee for administration and inspection of this Permit, and provide a Performance Bond (if required), which will be fully refunded upon satisfactory completion of the work. The *PERMITTEE* understands and agrees that, if the work is not completed to the satisfaction of the County, the Performance Bond shall be forfeited and the Permit shall be voided. Any unsatisfactory work within County right-of-way may be removed at the County's discretion and the charges therefor billed to the *PERMITTEE*. Administrative fees are not refundable, even if no work takes place. The *PERMITTEE* also understands and agrees that, should additional inspection be necessary due to non-compliance with the terms of this Permit or because of variance from Plumas County Standards or contract plans, the *PERMITTEE* shall be billed for such additional inspection time at the County inspector's reasonable rate, including travel time. Permits that expire prior to the completion of work may be extended for additional 1 year period(s) by written request. Extensions will not be given beyond 3 years of the first date of expiration of the permit. *Bonds may be returned, but fees for permits that expire or are cancelled shall be forfeited to the County of Plumas.*

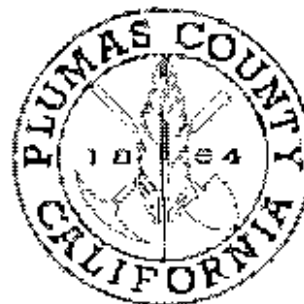
9. Fee: \$ \_\_\_\_\_ Performance Bond \$ \_\_\_\_\_ Hourly Inspection Rate: \$ \_\_\_\_\_

Bond Refund to: \_\_\_\_\_

10. **CALL BEFORE YOU DIG!** You must mark out your work area in white paint and include the letters "USA", and call USA North at 1 (800) 222-2600 at least 48 hours prior to beginning any excavation.

11. This Permit shall become null and void after \_\_\_\_\_. This Permit extended to: \_\_\_\_\_

**IMPORTANT NOTE:** *PERMITTEE* is responsible for all clean-up and storm water & erosion control that may be required in connection with the work done under this permit.



This Permit shall not be effective for any purpose unless and until the above-named *PERMITTEE* agrees to these conditions. This Permit is revocable at any time if the above conditions are not met.

The *PERMITTEE* has read and understands the requirements of this Permit.

**PERMIT APPROVAL**

**BOND RELEASE**

Sasha Yee

Name (Please print)

*Sasha Yee*

Signature

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

Title: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

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

**Plumas County Department of Public Works District Contacts:**

<b>Beckwourth</b> (Sierra Valley, Delleker)	832-5232
<b>Gracagle</b> (Mohawk Valley, Johnsville)	836-0382
<b>LaPorte</b> (Little Grass Valley)	675-2781
<b>Quincy</b> (American Valley, Canyon)	283-6268
<b>Greenville</b> (Indian Valley)	284-7921
<b>Chester</b> (Lake Almanor)	258-2926

(Sketch/Attach Plans)

**INSPECTIONS:**

<b><u>Type</u></b>	<b><u>Date</u></b>	<b><u>Inspector</u></b>	<b><u>What we're looking for</u></b>
Preliminary	_____	_____	Does the proposed encroachment match the description provided in the application?
Safety	_____	_____	Are required flaggers, signs and barricades in place?
Final	_____	_____	Does the encroachment comply with the description, plans and Standard Details? Is clean-up work complete?

**Inspection Notes:**

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8A

**PLUMAS COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**  
**SOLID WASTE DIVISION**

1834 East Main Street • Quincy, CA 95971 • (530) 283-6268  
Robert A. Perreault, Jr., P.E. Director of Public Works

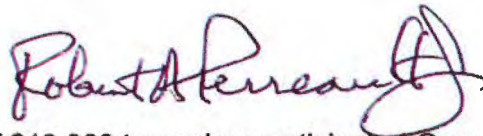
**AGENDA REQUEST**

For the June 16, 2020 meeting of the Plumas County Board of Supervisors

June 5, 2020

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works



Subject: Authorize Supplemental Budget Increase of \$13,000 to apply unanticipated Green Waste revenue to Transfers Out – Green Waste, account 580717 within the Solid Waste budget

**Background:**

On September 17, 2019, the Board of Supervisors adopted a Resolution to adopt the final budget for Plumas County and the Dependent Special Districts Therein for Fiscal Year 2019-2020, which included the Public Works Solid Waste Division.

Beginning May 1, 2020 the Chester Green Waste facility opened, but was unable to be staffed by employees from Feather River Disposal (FRD). As a result, Public Works' employees had to staff the Green Waste facility in order to accommodate the significant number of Green Waste customers from the Chester-Lake Almanor area. This staffing continued until FRD took over operations on May 15, 2020.

As a result, the transfers out account for Solid Waste is presently over budget, which is required to reimburse the Roads Department for staff time spent on Green Waste during FY19/20.

Additional unanticipated revenue was received by the Solid Waste Division in terms of Green Waste fees that were collected from the operations during the operation of the Green Waste facility by the Chester Public Works crew.

The attached budget transfer has been reviewed and approved by the County Auditor.

**Recommendation:**

The Public Works Department respectfully recommends that the Board of Supervisors approve the attached supplemental budget increase to apply unanticipated Green Waste revenue to Transfers Out – Green Waste in the amount of \$13,000.

**COUNTY OF PLUMAS  
REQUEST FOR BUDGET APPROPRIATION TRANSFER  
OR SUPPLEMENTAL BUDGET**

**TRANSFER NUMBER**

(Auditor's Use Only)

Department: Solid Waste Dept. No: 20579 Date: 6/5/2020

The reason for this request is (check one):

			<u>Approval Required</u>
A.	<input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B.	<input checked="" type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C.	<input type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D.	<input type="checkbox"/>	Transfer within Department, except fixed assets	Auditor
E.	<input type="checkbox"/>	Establish any new account except fixed assets	Auditor



**TRANSFER FROM OR**



**SUPPLEMENTAL REVENUE ACCOUNTS**

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0109	20579	45073	Green Waste Fees	13,000.00
Total (must equal transfer to total)				13,000.00



**TRANSFER TO OR**



**SUPPLEMENTAL EXPENDITURE ACCOUNTS**

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0109	20579	580717	Transfers - Green Waste	13,000.00
Total (must equal transfer to total)				13,000.00

Supplemental budget requests require Auditor/Controller's signature:

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

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

A) Transfer - Green Waste expense higher than anticipated in 18/20 due to unplanned staffing of Chester Green Waste

B) N/A - see section (c) below

C) Payments needs to be made from FY19/20 budget

D) Unanticipated revenue received from collected Green Waste fees at the Chester facility

Approved by Department Signing Authority: Dominic Fink

☒ Approved/ Recommended ☐ Disapproved/ Not recommended

Auditor/Controller Signature: John P. Smith 6/5/2020

Board Approval Date: \_\_\_\_\_ Agenda Item No. \_\_\_\_\_

Clerk of the Board Signature: \_\_\_\_\_

Date Entered by Auditor/Controller: \_\_\_\_\_ Initials: \_\_\_\_\_

### INSTRUCTIONS:

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

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

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

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

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

JB.2.

**PLUMAS COUNTY  
DEPARTMENT OF PUBLIC WORKS  
SOLID WASTE DIVISION**

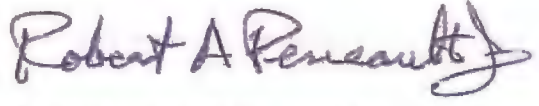
**1634 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268**  
*Robert A. Perreault, Jr., P.E., Director of Public Works, Heidi H. Putnam, Solid Waste Manager*

**AGENDA REQUEST**

for the June 16, 2020 Meeting of the Board of Supervisors

**June 8, 2020**

**To:** Honorable Board of Supervisors

**From:** Robert Perreault, Director of Public Works 

**Subject:** Consideration of a proposed Rate Increase of 3.84% (for residential and commercial customers self-hauling solid waste to Plumas County the transfer stations located in Delleker and Graeagle) for disposal of solid waste at said transfer stations, as operated by franchise contractor Intermountain Disposal, Inc., (IMD) serving Franchise Area No. 2.

**PREFACE:**

*The primary purpose of this Agenda Request, in compliance with Proposition 13, is to enable the Board of Supervisors to:*

- 1. Receive a report and recommendations from the Department of Public Works pertaining to a Rate Increase of 3.84% at transfer stations (for residential and commercial customers self-hauling solid waste to the Plumas County transfer stations located in Delleker and Graeagle) for disposal of solid waste at said transfer stations, as operated by franchise contractor Intermountain Disposal, Inc., serving Franchise Area No. 2.*
- 2. Enable commentary by the franchise contractor, Intermountain Disposal, Inc.*
- 3. Conduct a Public Hearing to enable commentary by the general public and other governmental officials, if any.*
- 4. Consider the adoption of the attached, proposed Resolution to Increase Rates by 3.84% at the Franchise Area No. 2 Transfer Station.*

**BACKGROUND:**

**2019:**

On or about March 24, 2020, Intermountain Disposal Inc. did submit an electronic copy of Audited, Financial Statement for the Period Ending December 31, 2019. Public Works staff reviewed the audited financial statement and subsequently forwarded the documentation to the County's solid waste consultant, the R3 Consulting Group, requesting that R3 Consulting Group apply the Refuse Rate Increase (RRI) procedure, as set forth in the replacement Franchise Agreement executed on March 21, 2017. The R3 Consulting Group reviewed the audited financial statement and concluded that IMD was entitled to a solid waste fee increase in the amount of 3.84%.

**PROPOSED RATE INCREASE SUMMARY FOR IMD:**

The cumulative proposed fee increases described above are summarized as follows:

- 3.84% (residential collection) and
- 3.84% (commercial collection) and
- 3.84% (residential and commercial customers self-hauling to transfer stations).

**CONSIDERATION BY THE SOLID WASTE TASK FORCE**

On June 11, 2020, the Plumas County Integrated Waste Management Task Force will conduct a Solid Waste Task Force Meeting to consider these proposed fee increase matters and develop "advice" for consideration by the Board of Supervisors. On June 11, 2020, the Solid Waste Task Force will vote for, or against, recommendation to the Board of Supervisors. The outcome, and recommendations of the Solid Waste Task Force meeting, will be made public at the public hearing scheduled for June 16, 2020.

**PUBLIC NOTICE**

On June 5, 2020, Plumas County Public Works, Solid Waste Division implemented the public notification actions associated with Proposition 13 proposed Rate Increase for disposal of solid waste as operated by franchise contractor Intermountain Disposal, Inc. (serving Franchise Area No. 2) for residential and commercial customers self-hauling to Plumas County transfer stations located in Belleker and Graeagle, and directed Public Works staff to implement the notification actions associated with Prop. 13.



### **PUBLIC DOCUMENTS**

In addition to the enclosures listed below, the following documents are pertinent to this Rate Increase:

- 2019 IMD Audited Financial Statements
- 2019 IMD Franchise Agreement Annual Reporting
- 2020 Refuse Rate Index (RRI) Adjustments, dated April 5, 2020
- IMD Proposed 2020 Rate Adjustment Exhibit A
- 2019 IMD Rate Increase, Resolution 19-8411

Copies of the above documents are available for public viewing at:

- Department of Public Works Headquarters Building  
1834 E Main Street, Quincy, CA 95971,  
between the hours of 8am – 5pm, Monday through Friday, or
- Office of the Clerk of the Board of Supervisors  
520 Main Street, Room # 309, Quincy, CA 95971,  
between the hours of 8am – 5pm, Monday through Friday, or
- May be viewed on the Plumas County website at:  
<https://ca-plumascounty2.civicplus.com/2616/17509/Public-Documents>

### **RESOLUTION OF PROPOSED RATE INCREASE**

For the time period January 1, 2019 through December 31, 2019, Public Works staff, with the assistance of R3 Consulting Group, has compiled a proposed rate increase of 3.84% for the residential and commercial customers self-hauling to Plumas County transfer stations within Franchise Area No. 2.

It is noted that the last rate increase authorized for IMD was voted by the Board of Supervisors on July 2, 2019.

### **RECOMMENDATION:**

The Director of Public Works respectfully recommends that the Board of Supervisors vote to adopt the attached, proposed Rate Increase Resolution for self-hauling residential and commercial customers to the County transfer stations located in Delleker and Graeagle (within Franchise Area No. 2), operated by franchise contractor Intermountain Disposal.

### **ATTACHMENTS:**

- Notice of Public Hearing (and was posted in three public places within the jurisdiction).
- Proposed Resolution for Transfer Station Rate Increase

## **RESOLUTION NO. 20-\_\_\_\_\_**

### **A RESOLUTION ESTABLISHING A REVISED FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF- HAULING SOLID WASTE TO PLUMAS COUNTY TRANSFER STATIONS IN FRANCHISE SERVICE AREA NO. 2 (OPERATED BY INTERMOUNTAIN DISPOSAL INC.)**

**WHEREAS**, the Plumas County Board of Supervisors, on July 2, 2019, did adopt replacement Resolution No. 19-8411 thus establishing a revised fee schedule for residential and commercial customers self-hauling to Plumas County Transfer Stations in Franchise Service Area No. 2, pursuant to Plumas County Code Section 6-10.208, and

**WHEREAS**, the request of Intermountain Disposal for a rate increase was considered at the duly noticed public hearing held on June 16, 2020, and

**WHEREAS**, it is the conclusion of the Board of Supervisors, based on evidence presented at the public hearing, that the Franchise Contractor for Franchise Service Area No. 2 is entitled to rate increases to the fee schedule that is presently in place pursuant to Plumas County Resolution No. 19-8411.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of Plumas that, pursuant to Plumas County Code Section 6-10.208, this Board revises the existing fee schedule, set by Resolution No. 19-8411, for residential and commercial customers self-hauling solid waste to Plumas County transfer stations in Franchise Service Area No. 2:

(a) General. For purposes of this section "franchisee" shall refer to a solid waste collector as defined in Chapter 10 of Title 6 of the Plumas County Code of Ordinances. The fees below apply to only Franchise Service Area No. 2, as defined in the County Solid Waste Management Plan.

(b) Fees for unloading at transfer sites or landfills. The following fees shall be collected from the public for unloading at transfer sites or landfills, and such fees shall cover the handling, transfer, hauling and ultimate disposal activities.

(1) Minimum fee. The minimum fee for unloading shall be \$9.81 for the equivalent of two (2) cans or standard containers; \$14.96 for the equivalent of three (3) cans; and \$19.43 for the equivalent of four (4) cans.

(2) Vehicle unloading fee. When waste is unloaded from vehicles and such waste exceeds in amount the equivalent of four (4) cans or standard containers, then the following charges shall apply on the basis of vehicle size:

- (I) Station wagon: \$19.96;
- (II) Compact pickup truck: \$24.83;
- (III) Compact pickup truck with sideboards: \$31.38;
- (IV) Standard-sized pickup truck: \$30.29;
- (V) Standard-sized pickup truck with sideboards: \$32.48;
- (VI) Larger trucks: \$21.81 per cubic yard maximum.

(3) Fee for unloading large and restricted items. Unusually large items increase the time and effort of disposal, and the following charges shall apply:

- (I) A washer or dryer, standard-sized refrigerator, single-bed mattress, or similar-sized object: \$16.94;
- (II) A standard-sized deep freezer, double-bed mattress, or similar-sized object: \$31.38 maximum;
- (III) Each tire sixteen (16") inches or less: \$3.73; Each tire seventeen (17") inches to twenty (20") inches: \$7.45; Each tire more than twenty (20") inches: \$16.42;
- (IV) Tree stumps shall be unloaded only at landfills, not transfer sites. Each stump twelve (12") inches or less: \$24.22; Each stump thirteen (13") to twenty-four (24") inches: \$48.50; Each stump more than twenty-four (24") inches: \$72.76;
- (V) Cathode ray tubes and televisions shall only be accepted at transfer stations. Each cathode ray tube (computer monitor) and television: \$4.04;
- (VI) Other large items not included in this section shall be charged pursuant to subsection (c) of this section.

(4) Compacted loads. Compacted loads shall be permitted only at transfer sites, and only if the hauler weighs the truck before and after tipping at the site. Compacted loads shall be charged at the rate of \$90.22 per ton.

(5) Prohibited items. None of the following items shall be permitted by the franchisee to be unloaded: dead animals; car bodies; tree stumps at transfer sites; explosives; toxic chemicals or any hazardous waste materials; except that steel items and car bodies will be accepted free of charge at the Greenville Transfer Site.

(c) Fee for extra services. Services for which no fee is specified in this resolution shall be considered extra services by the franchisee, and the charges for such services shall be negotiated by the franchisee and customer.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 2nd day of July, 2019, by the following vote:

**AYES:** Supervisors:

**NOES:** Supervisors:

**ABSTAIN:** Supervisors:

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

**ATTEST:**

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

# **DEPARTMENT OF PUBLIC WORKS, SOLID WASTE DIVISION**

**1834 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268**

*Robert A. Perreault, Jr., P.E., Director of Public Works, Heidi H. Putnam, Solid Waste Manager*

## **NOTICE OF PUBLIC HEARING**

### **PROPOSED FEE INCREASE FOR DISPOSAL OF SOLID WASTE AS OPERATED BY FRANCHISE CONTRACTOR INTERMOUNTAIN DISPOSAL FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF-HAULING TO PLUMAS COUNTY TRANSFER STATIONS LOCATED IN DELLEKER AND GRAEAGLE**

In accordance with "Sec. 6-10.208 - Fee schedule for collection, transfer, and related services" of the Plumas County Code (i.e., Section 6-10.208 of Article 2 of Chapter 10 of Title 6 of the Plumas County Code) and in accordance with "Article 12.04, Refuse Rate Index – Adjustment to the Rates," as set forth in the Solid Waste Franchise Contract, dated March 21, 2017, between Plumas County and Intermountain Disposal, a fee increase is being proposed. Said proposed fee increase has been calculated pursuant to the franchise contract's "Refuse Rate Index" ("RRI") formula in the amount of 3.84%. Said fee increase in the amount of 3.84%, as proposed by the Plumas County Franchise Contract Administrator (Director of Public Works).

Pursuant to this Notice, the Plumas County Board of Supervisors will conduct a Public Hearing, on the proposed fee increase on June 16, 2020 at 1:00 PM, in the Board of Supervisors Meeting Room, located in the Courthouse (Room 308) at 520 Main Street, Quincy, California.

Following the Public Hearing, the Board of Supervisors will immediately consider a replacement of current Resolution 19-8411 with a proposed Resolution to include the proposed fee increase of 3.84%.

If adopted by the Board of Supervisors on June 16, 2020, the proposed new rates will become effective on July 1, 2020.

The following additional information is pertinent:

- This Public Notice pertains only to Franchise Service Area 2, as depicted in Attachment B-2 (follow link to view: <https://ca-plumascounty2.civicplus.com/2616/17509/Public-Documents>) to the above mentioned Franchise Contract. The Franchise Contractor for Franchise Service Area 2 is Intermountain Disposal, with headquarters located at 185 N Beckwith St, Portola, CA 96122.
- This proposed fee increase is applicable only to self-haulers (commercial or residential), who transport their solid waste to any of the County Transfer Stations located at Delleker or Graeagle.
- A copy of the entire proposed revised fee schedule is available for public viewing inspection at 1834 E Main Street, Quincy, CA 95971 between the hours of 8am – 5pm, Monday through Friday, or may be viewed on the Plumas County website at: <https://ca-plumascounty2.civicplus.com/2616/17509/Public-Documents>



TABLE 1 - INTERMOUNTAIN DISPOSAL FEE SCHEDULE FOR COLLECTION, TRANSFER AND RELATED SOLID WASTE SERVICES

Comparison of Rates:

(1) Current Rates

(2) R3 Consulting Group Recommended 2020 Refuse Rate Index Adjustment of 3.84%\*

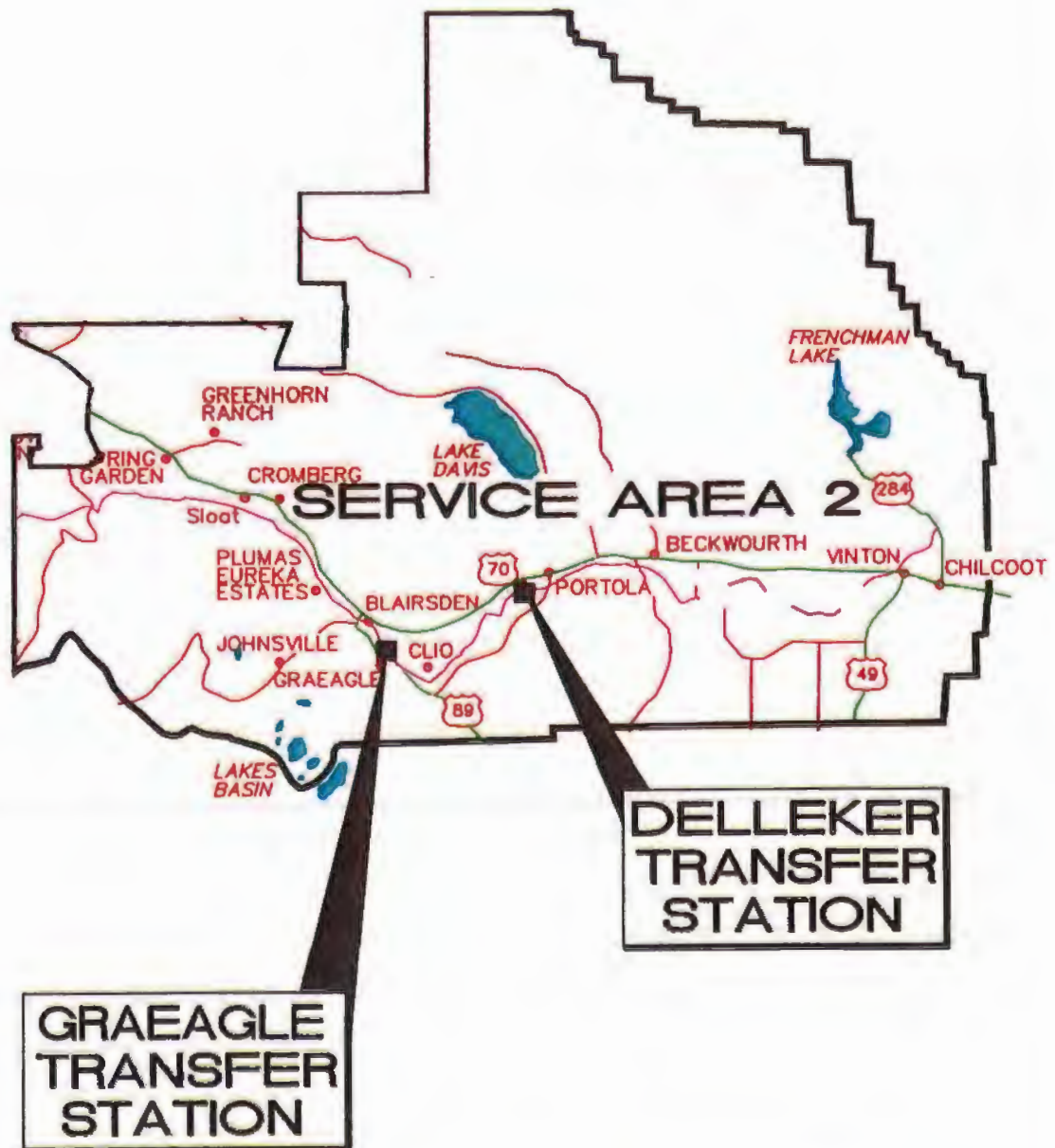
Description of Service	Current Rates	Adjusted Rate
	All	Proposed Residential Rate 2020
<b>Transfer Station Unload Fees</b>		
Two cans or standard containers	\$9.45	\$9.81
Three cans or standard containers	\$14.41	\$14.96
Four cans or standard containers	\$18.71	\$19.48
Station Wagon	\$19.22	\$19.96
Compact Truck	\$23.91	\$24.83
Compact Truck with Side Boards	\$30.72	\$31.38
Standard Size Pickup Truck	\$29.17	\$30.29
Standard Size Pickup Truck with Side Boards	\$36.09	\$37.48
Larger Trucks (per CY)	\$21.00	\$21.81
<b>Transfer Station - Large and Restricted Items</b>		
Washer, dryer, standard fridge, single mattress	\$16.31	\$16.94
Deep freezer, double mattress	\$30.22	\$31.38
Tire - 16" or less	\$3.50	\$3.73
Tire - 16.1" to 20"	\$7.17	\$7.45
Tire - 20" or more	\$15.81	\$16.42
<b>Tree Stumps</b>		
12 inches or less	\$23.32	\$24.22
13 inches to 24 inches	\$46.71	\$48.50
Greater than 24 inches	\$70.07	\$72.76
<b>Cathode Ray Monitor or TV</b>	\$3.89	\$4.04
<b>Compacted Loads (per ton)</b>	\$86.88	\$90.22

# ATTACHMENT B-2

NORTH



No Scale



PLUMAS COUNTY MAP SHOWING  
FRANCHISE SERVICE AREA NUMBER 2  
SUBSCRIPTION ROUTE AREA

**Intermountain Disposal**  
**(A division of Intermountain Disposal, Inc.)**  
**Financial Statements**  
**December 31, 2019 and 2018**



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**Cupit, Milligan,  
Ogden & Williams**  
*Certified Public Accountants*

Shareholders  
Edward R. Cupit, CPA (1943-2016)  
Ronald A. Milligan, CPA  
Thomas M. Ogden, CPA  
Melvin L. Williams, CPA

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**Independent Auditors' Report**

To the Board of Directors and Stockholders,  
Intermountain Disposal, Inc.

We have audited the accompanying financial statements of Intermountain Disposal (a division of Intermountain Disposal, Inc.) which comprise the balance sheets as of December 31, 2019 and 2018, and the related statements of income and retained earnings and cash flows for the years then ended, and the related notes to the financial statements.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making these risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Intermountain Disposal as of December 31, 2019 and 2018, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

*Cupit, Milligan, Ogden & Williams*

Reno, Nevada  
March 2, 2020

Intermountain Disposal  
Balance Sheet  
December 31, 2019 and 2018

<b>Assets</b>	<b>2019</b>	<b>2018</b>
<i>Current Assets</i>		
Cash	\$ 607,692	\$ 636,803
Accounts receivable, net	124,869	156,261
Prepaid expenses	39,747	33,018
Prepaid income taxes	8,544	23,255
Due from related parties	20,517	4,477
<i>Total Current Assets</i>	<u>1,002,769</u>	<u>852,814</u>
<i>Non-Current Assets</i>		
Property and equipment, net	337,593	488,632
Feasibility study	156,535	156,535
<i>Total Non-Current Assets</i>	<u>494,128</u>	<u>645,167</u>
<b>Total Assets</b>	<u><u>\$ 1,496,897</u></u>	<u><u>\$ 1,497,981</u></u>
<b>Liabilities and Stockholders' Equity</b>		
<i>Current Liabilities</i>		
Accounts payable	\$ 59,252	\$ 64,936
Income taxes payable	0,037	3
Accrued liabilities	69,550	73,475
Customer deposits	68,564	81,225
Note payable, current portion	-	1,531
<i>Total Current Liabilities</i>	<u>246,461</u>	<u>221,270</u>
<i>Long-term Liabilities</i>		
Deferred income taxes	83,284	119,664
<i>Total Long-term Liabilities</i>	<u>83,284</u>	<u>119,664</u>
<i>Total Liabilities</i>	<u>329,745</u>	<u>340,934</u>
<i>Stockholders' Equity</i>		
Capital stock, no par value, 2,500 shares authorized, 1,000 shares issued and outstanding	47,610	47,610
Retained earnings	1,119,542	1,102,837
<i>Total Stockholders' Equity</i>	<u>1,167,152</u>	<u>1,150,447</u>
<b>Total Liabilities and Stockholders' Equity</b>	<u><u>\$ 1,496,897</u></u>	<u><u>\$ 1,497,381</u></u>

The accompanying notes are an integral part of these financial statements.

Intermountain Disposal  
Statements of Income and Retained Earnings  
For the Years Ended December 31, 2019 and 2018

	2019		2018	
	Amount	Percent	Amount	Percent
<b>Revenue</b>				
Commercial	\$ 598,828	33.30	\$ 602,047	34.55
Residential	401,635	22.41	379,852	21.80
Transfer station	231,640	12.92	230,175	13.21
Roll-off containers	193,698	10.81	213,936	12.28
Tipping fees	145,082	8.09	127,272	7.30
Tipping fees - related party	140,068	7.82	115,613	6.64
Special service	72,329	4.04	46,875	2.70
Recycling	10,968	0.61	26,563	1.52
<i>Total Revenue</i>	<u>1,792,248</u>	<u>100.00</u>	<u>1,742,333</u>	<u>100.00</u>
<b>Operating Expenses</b>				
<i>Labor</i>				
Payroll - route	263,773	14.72	208,216	11.95
Payroll - office	93,813	5.23	91,265	5.24
Payroll - company executive officer	88,374	4.93	88,374	5.07
Payroll - transfer station	61,674	3.44	58,792	3.37
Payroll - taxes	44,404	2.48	42,006	2.41
Retirement plan contribution	83,949	4.68	59,402	3.41
Workers' compensation insurance	30,126	1.68	26,293	1.51
Employee benefits	18,495	1.03	16,556	0.95
<i>Total Labor</i>	<u>684,608</u>	<u>38.19</u>	<u>590,904</u>	<u>33.91</u>
<i>Diesel Fuel</i>				
Diesel fuel	117,852	6.57	119,169	6.83
<i>Total Diesel Fuel</i>	<u>117,852</u>	<u>6.57</u>	<u>119,169</u>	<u>6.83</u>
<i>Vehicle Replacement</i>				
Depreciation - vehicles	112,832	6.30	148,461	8.52
Equipment rent	27,691	1.55	26,555	1.52
<i>Total Vehicle Replacement</i>	<u>140,523</u>	<u>7.85</u>	<u>175,016</u>	<u>10.04</u>
<i>Vehicle Maintenance</i>				
Vehicle maintenance	62,164	3.47	103,684	5.95
Tires	23,838	1.33	47,601	2.73
<i>Total Vehicle Maintenance</i>	<u>86,002</u>	<u>4.80</u>	<u>151,285</u>	<u>8.68</u>
<i>Disposal</i>				
Dump fees	226,813	12.66	211,023	12.11
Franchise fees	115,490	6.44	81,856	4.70
Hazardous waste	11,683	0.65	13,709	0.79
Transfer station rental	9,600	0.54	9,600	0.55
<i>Total Disposal</i>	<u>363,586</u>	<u>20.29</u>	<u>316,188</u>	<u>18.15</u>

The accompanying notes are an integral part of these financial statements.

Intermountain Disposal  
 Statements of Income and Retained Earnings  
 For the Years Ended December 31, 2019 and 2018

	2019		2018	
	Amount	Percent	Amount	Percent
<i>All Other</i>				
Building rent - related party	71,289	3.88	59,031	4.01
Business taxes, licenses and fees	52,365	2.82	37,813	2.10
Accounting	51,446	2.87	44,098	2.97
Insurance	46,782	2.55	50,024	2.87
Depreciation - equipment	26,171	1.46	22,457	1.29
Operating and office supplies	24,867	1.39	31,742	1.82
General maintenance	21,118	1.16	8,403	0.48
Telephone and internet	15,710	0.85	22,655	1.30
Utilities	12,919	0.72	11,352	0.65
Equipment rental - related party	8,853	0.49	8,580	0.49
Other rent	8,413	0.47	4,951	0.28
Fuel, oil and lubricants	7,273	0.41	5,074	0.28
Equipment maintenance	6,451	0.36	6,320	0.36
Bar costs	2,524	0.14	1,054	0.06
Depreciation - leasehold improvements	2,378	0.13	2,476	0.14
Advertising and promotion	2,163	0.12	1,222	0.07
Association dues	1,424	0.08	1,443	0.08
Entertainment	1,218	0.07	1,545	0.09
Charitable contributions	808	0.04	500	0.03
Depreciation - office	497	0.03	497	0.03
Legal	100	0.01	214	0.01
<i>Total All Other</i>	<u>362,549</u>	<u>20.23</u>	<u>333,083</u>	<u>18.11</u>
<i>Total Operating Expenses</i>	<u>1,765,120</u>	<u>97.93</u>	<u>1,655,545</u>	<u>90.72</u>
<i>Operating Income</i>	<u>37,128</u>	<u>2.07</u>	<u>58,549</u>	<u>3.28</u>
<b>Other Income (Expense)</b>				
Interest income	1,007	0.06	3,001	0.17
Refunds	2,443	0.14	1,448	0.08
Interest expense	(128)	(0.01)	(4,425)	(0.25)
Miscellaneous	(1,226)	(0.07)	1,279	0.07
Loss on asset dispositions	(26,868)	(1.50)	-	-
Bad debts recovered	-	-	155	0.01
<i>Total Other Income (Expense)</i>	<u>(24,772)</u>	<u>(1.38)</u>	<u>1,455</u>	<u>0.08</u>
<i>Income Before Income Taxes</i>	<u>12,356</u>	<u>0.69</u>	<u>58,146</u>	<u>3.36</u>
<b>Income Tax Expense</b>	<u>(1,651)</u>	<u>(0.09)</u>	<u>(42,529)</u>	<u>(2.44)</u>
<b>Net Income</b>	<u>10,705</u>	<u>0.60</u>	<u>15,617</u>	<u>0.92</u>
<b>Retained Earnings, Beginning of Period</b>	<u>1,108,837</u>		<u>1,093,220</u>	
<b>Retained Earnings, End of Period</b>	<u>\$ 1,119,542</u>		<u>\$ 1,108,837</u>	

The accompanying notes are an integral part of these financial statements.

**Intermountain Disposal**  
**Statements of Cash Flows**  
**For the Years Ended December 31, 2019 and 2018**

	<u>2019</u>	<u>2018</u>
<b>Cash Flows from Operating Activities</b>		
Net Income	\$ 10,705	\$ 15,617
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
Depreciation and amortization	141,879	173,824
Deferred income taxes	(36,380)	42,510
Bad debts	2,524	1,054
Loss on asset dispositions	26,868	-
Changes in operating assets and liabilities		
Accounts receivable, net	28,868	(72,677)
Prepaid expenses	(6,729)	6,954
Prepaid income taxes	13,711	(18,898)
Recycling inventory	-	10,492
Accounts payable	(5,684)	(6,095)
Income taxes payable	9,084	(5,771)
Accrued liabilities	16,083	24,611
Customer deposits	7,339	14,215
<b>Net Cash Provided by Operating Activities</b>	<u>208,268</u>	<u>185,836</u>
<b>Cash Flows from Investing Activities</b>		
Capital expenditures	<u>(18,308)</u>	<u>(156,619)</u>
<b>Net Cash Used by Investing Activities</b>	<u>(18,308)</u>	<u>(156,619)</u>
<b>Cash Flows from Financing Activities</b>		
Proceeds from stockholder loan	-	97,632
Principal payments on note payable	(1,631)	(6,353)
Principal payments on stockholder loan	-	(97,632)
Due to related party	<u>(16,140)</u>	<u>3,693</u>
<b>Net Cash Used by Financing Activities</b>	<u>(17,771)</u>	<u>(2,660)</u>
<b>Net Increase in Cash</b>	172,189	26,557
<b>Cash, Beginning of Period</b>	<u>635,803</u>	<u>609,246</u>
<b>Cash, End of Period</b>	<u><u>\$ 807,992</u></u>	<u><u>\$ 635,803</u></u>
<b>Supplemental Disclosure of Cash Flow Information</b>		
<i>Cash paid during the period for</i>		
Interest	<u>\$ 28</u>	<u>\$ 4,425</u>
Income taxes	<u>\$ 15,239</u>	<u>\$ 28,622</u>

The accompanying notes are an integral part of these financial statements.

## **1. Summary of Significant Accounting Policies**

### Organization

Intermountain Disposal, Inc. was incorporated in 1991 in the State of California and is comprised of three divisions: Intermountain Disposal (the "Company"), Sierra Disposal and Portola Disposal. The Company is principally engaged in the business of providing solid waste management and collection for commercial, residential, roll-off container service and transfer station operations in Eastern Plumas County under an exclusive franchise agreement with the County of Plumas. The Company also provides recycling services at the Delleker Recycling Center and commingled recycling at the Graeagle Transfer Station under the agreement. The franchise agreement is effective through March 31, 2027 with provisions for extensions of five year increments, not to exceed ten years from the expiration date of the agreement.

In preparing these financial statements, the Company has evaluated events and transactions for potential recognition or disclosure through March 2, 2020, the date the financial statements were available to be issued.

### Method of Accounting

The financial statements are prepared on the accrual basis of accounting in accordance with generally accepted accounting principles in the United States. Income tax reporting is on the cash basis of accounting.

### Estimates

The preparation of financial statements in conformity with generally accepted accounting principles in the United States requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

### Accounts Receivable

Accounts receivable are recorded at the invoiced amount and do not bear interest. The allowance for doubtful accounts is the Company's best estimate of the amount of probable credit losses in the Company's existing receivables. The Company determines the allowance based on historical write-off experience. Past due balances are reviewed individually for collectibility. Account balances are charged off against the allowance after all means of collection have been exhausted and the potential for recovery is remote. The Company does not have any off-balance sheet credit exposure related to its receivables. The allowance for doubtful accounts was \$3,018 for the years ended December 31, 2019 and 2018, respectively.

### Property and Equipment

Property and equipment in excess of \$500 are capitalized at cost. The Company's policy is to depreciate property and equipment using the straight-line method over the estimated useful lives of the assets ranging from three to thirty-nine years.

### Feasibility Study

The Company is conducting a study to determine the feasibility of constructing a material recovery facility in Eastern Plumas County. The costs of the study have been capitalized and will be amortized over a period of fifteen years commencing in the year the facility is placed in service. If the Company decides to abandon the project, the capitalized costs of the project will be taken as an expense in the year of abandonment.

### Revenue Recognition

Revenues are primarily generated from fees charged for collection, transfer, disposal, and recycling, and from sales of commodities by the Company's recycling operations. Revenues from collection operations are influenced by factors such as collection frequency, type of collection equipment furnished and type and volume or weight of the

waste collected. Fees charged at transfer stations are generally based on the weight or volume of waste deposited. Recycling revenues generally consist of the sale of recycling commodities to third parties.

The Company recognizes revenue as services are performed or products are delivered. For example, revenue is recognized as waste is collected, tons are received at transfer stations, or recycling commodities are delivered as product. The Company bills for certain services prior to performance. Such services include, among others certain commercial contracts. These advance billings are recognized as revenue in the period service is provided.

Payment terms are dependent on the nature of the service. For commercial services, fees are due within 30 days of the month in which the services were provided. For residential customers, services are billed quarterly, generally on the first day of the quarter. Payment is due within 30 days of the invoice date. Fees charged at the transfer stations are due and collected at the time of the service.

#### Accounting for Income Taxes

The Company recognizes deferred tax assets and liabilities for future tax consequences attributable to differences between the financial statement carrying amounts of existing assets and liabilities and their respective tax bases and tax credit carryforwards. Deferred tax assets and liabilities are measured using enacted tax rates expected to apply to taxable income in the years in which those temporary differences are expected to be recovered or settled. The effect on deferred tax assets and liabilities of a change in tax rates is recognized in income in the period that includes the enactment date. Income taxes are allocated between the three divisions based on each division's proportion of taxable income to total taxable income.

#### Corporate Expenses

Corporate expenses, including overhead expenses such as rent, utilities, insurance and office supplies, are allocated approximately sixty-five percent to Intermountain Disposal, eighteen percent to Sierra Disposal and seventeen percent to Portola Disposal based on their relative total revenues. The corporate executive officer's salary allocated to Intermountain Disposal was \$88,374 for each of the years ended December 31, 2019 and 2018. The corporate financial officer's salary allocated to Intermountain Disposal was \$88,374 and \$59,438 for the years ended December 31, 2019 and 2018, respectively.

#### New Accounting Pronouncements

On January 1, 2019, the Company adopted ASC Topic, Revenue from Contracts with Customers. The new guidance outlines a single comprehensive model for entities to use in accounting for revenue arising from contracts with customers and supersedes most current revenue recognition guidance, including industry-specific guidance. The guidance outlines a five-step process for revenue recognition that focuses on transfer of control as opposed to transfer of risk and rewards. Major provisions include defining performance obligations, recognition of variable consideration and whether revenue should be recognized at a point in time or over time. The adoption of the new guidance did not have a material impact on revenue recognition and therefore, the Company did not record a cumulative effect adjustment to retained earnings.

#### Reclassification of Prior Year Amounts

Certain prior year amounts have been reclassified for consistency with the current year presentation. These reclassifications had no effect on the reported results of operations.

## **2. Related Party Transactions**

#### Tipping Fees

Related party revenue includes tipping fees charged to other divisions. For the years ended December 31, 2019 and 2018, tipping fees charged to Portola Disposal were \$125,263 and \$108,974, respectively. For the years ended December 31, 2019 and 2018, tipping fees charged to Sierra Disposal were \$14,805 and \$6,639, respectively.



**Intermountain Disposal**  
Notes to Financial Statements  
December 31, 2019

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Equipment Rental

Related party expenses include equipment rental expense incurred by the Company for use of Sierra Disposal's storage bins. For the years ended December 31, 2019 and 2018, equipment rental expense charged to the Company by Sierra Disposal was \$8,853 and \$8,580, respectively.

Due From (To) Related Parties

The following amounts were due from or to Sierra Disposal, Portola Disposal and a stockholder at December 31:

	<u>2019</u>	<u>2018</u>
Due from (to) Sierra Disposal	\$ 5,625	\$ (537)
Due from Portola Disposal	14,992	4,969
Due from Stockholder	<u>-</u>	<u>45</u>
Due from related parties	<u>\$ 20,617</u>	<u>\$ 4,477</u>

Such amounts were recorded as due from related parties. For the years ended December 31, 2019 and 2018, no amounts of income taxes were paid by the Company for other divisions and no amounts were paid by other divisions for the Company.

Building Rent

The Company rents their operating facilities and office space from the stockholders. Total building rent was \$71,288 and \$69,831 for the years ended December 31, 2019 and 2018, respectively. At December 31, 2019 and 2018, no amounts of rent were due to the stockholders.

Stockholder Loan

The Company had an unsecured loan due to a stockholder during the year ended December 31, 2018. The loan is more fully described in Note 5.

**3. Concentrations**

Concentration of Activity

The Company collects and hauls solid waste within the limits of Eastern Plumas County, excluding the City of Portola.

Concentrations of Credit Risk

The Company maintains cash balances at financial institutions. Cash balances are insured by the Federal Deposit Insurance Corporation ("FDIC") up to \$250,000. At December 31, 2019, the Company had approximately \$494,300 of cash in excess of insured limits.

Concentration of credit risk with respect to trade receivables is limited due to the large number of customers comprising the Company's customer base. Due to the diverse customer base, the Company's business is not influenced by minor economic changes affecting the area. The Company does not consider itself to have significant concentrations of credit risk.

#### 4. Property and Equipment

Property and equipment consisted of the following at December 31:

	<u>2019</u>	<u>2018</u>
Vehicles	\$ 1,627,565	\$ 1,902,605
Disposal equipment	629,839	657,980
Office furniture	33,471	48,364
Leasehold improvements	78,860	86,423
Software	<u>4,646</u>	<u>4,646</u>
Total property and equipment	2,374,381	2,700,018
Less accumulated depreciation	<u>2,036,788</u>	<u>2,211,986</u>
Property and equipment, net	<u>\$ 337,593</u>	<u>\$ 488,032</u>

#### 5. Stockholder Loan

The Company obtained an unsecured short-term loan from a stockholder during the year ended December 31, 2018. The loan accrued interest at 5.5% and was due by December 31, 2018. The Company made one balloon payment of \$97,632, and the loan and all accrued interest were paid off as of December 31, 2018.

#### 6. Obligations under Operating Leases & Agreements

The Company rents facilities from the County of Plumas under its franchise agreement and leases vehicles under operating lease agreements. The following table represents future minimum lease payments required under the operating leases and agreements for the years ending December 31:

2020	\$ 25,896
2021	12,319
2022	9,600
2023	9,600
2024	9,600
Thereafter	<u>21,600</u>
	<u>\$ 88,615</u>

Equipment rent expense for the years ended December 31, 2019 and 2018 was \$27,691 and \$26,555, respectively. Rent expense related to use of County facilities for each of the years ended December 31, 2019 and 2018 was \$9,600.

#### 7. Tipping Fees

Tipping fees earned from Sierra County Public Works for the years ended December 31, 2019 and 2018 were \$145,082 and \$127,272, respectively.

## 8. Retirement Plan

Intermountain Disposal, Inc. has a retirement plan and trust covering all eligible employees. Under the retirement plan, the corporation may contribute an amount designated by management to the extent permissible under the Internal Revenue Code. The total contribution for the year ended December 31, 2019 was \$144,057, and the portion allocated to the Company was \$83,949. The total contribution for the year ended December 31, 2018 was \$102,500, and the portion allocated to the Company was \$59,407.

## 9. Income Taxes

### Deferred Income Taxes

Significant components of the Company's deferred income tax liability consisted of the following at December 31:

	<u>2019</u>	<u>2018</u>
Deferred tax liabilities		
Net cash basis	\$ (4,563)	\$ (16,598)
Property and equipment	(78,721)	(103,066)
Total deferred income tax liability	<u>\$ (83,284)</u>	<u>\$ (119,664)</u>

The deferred tax liability by tax jurisdiction consisted of the following at December 31:

	<u>2019</u>	<u>2018</u>
Deferred tax liabilities		
Net cash basis		
Federal	\$ (3,212)	\$ (11,681)
State	(1,351)	(4,917)
Property and equipment		
Federal	(65,041)	(89,689)
State	(13,680)	(13,377)
Total deferred tax liabilities	<u>\$ (83,284)</u>	<u>\$ (119,664)</u>

### Income Tax Provision

The provision for income taxes consisted of the following for the years ended December 31:

	<u>2019</u>	<u>2018</u>
Current income tax (expense) benefit		
Federal	\$ (32,339)	\$ 24
State	(5,692)	(43)
Deferred income tax benefit (expense)		
Federal	33,117	(38,650)
State	3,263	(3,860)
Total income tax expense	<u>\$ (1,651)</u>	<u>\$ (42,529)</u>

Intermountain Disposal  
Notes to Financial Statements  
December 31, 2018

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Intermountain Disposal, Inc. files federal and California state income tax returns. The total income tax expense or benefit from the tax returns is allocated to the corporation's three divisions based on their relative taxable income or loss.

These tax returns are subject to examination by taxation authorities provided the years remain open under the relevant statutes of limitations. The Company is no longer subject to income tax examinations by US federal tax authorities for years prior to 2016 and state tax authorities for years prior to 2015. The Company currently has no tax years under examination.

**Intermountain Disposal, Inc.**  
**Franchise Agreement Annual Reporting**

**December 31, 2019**

# **Intermountain Disposal**

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**Intermountain Disposal****Costs Associated with Expense Items That Have Contractual Limits**

December 31, 2019

**Officer compensation**

Name	Position	Salary	Benefits	Total
Ricky R. Ross	CEO	\$ 88,374	\$ 20,196	\$ 108,570
Candice M. Ross	CFO	88,374	20,196	108,570
Total				<u>\$ 217,140</u>

**Officer life insurance costs**

None.

**Director costs**

None.

**Promotional, business development and business related travel**Feather Publishing Company \$ 2,163Total \$ 2,163**Payments to repair damage to property of County, Contractor, or others**

None.

**Fines and penalties**Plumas County Weights and Measurements \$ 55United States Treasury 3Total \$ 58**Charitable donations**Graeagle Men's Golf Association \$ 100Feather River Little League 400Plumas Pines Men's and Women's Golf Club 100Total \$ 600**Political donations**

None.

**Vehicle lease in excess of acquisition costs**

None.

**State and federal income taxes**Federal income taxes \$ 32,339California state income taxes 5,692Total \$ 38,031**Attorneys' fees incurred in a hearing where Contractor and County are adversarial parties**

None.

**Attorneys' fees incurred in any court proceeding in which Contractor's own negligence violation of law or regulation, or other wrongdoing, are at issue**

None.

**Payments to related parties for products or services in excess of fair market value**

None.

Intermountain Disposal  
Operating Ratio Calculation  
December 31, 2019

Total Revenue	\$ 1,792,246			
Operating Expenses		Pass-Through	Non-Allowable	
Payroll - route	263,773			
Payroll - office	93,813		12,214	
Payroll - company executive officer	80,374		12,214	
Payroll - transfer station	61,674			
Payroll - taxes	44,404			
Retirement plan contribution	53,048		40,301	
Workers' compensation insurance	30,420			
Employee benefits	16,405			
Diesel fuel	117,652			
Depreciation - vehicles	117,652			
Equipment rent	27,691			
Vehicle maintenance	62,164			
Tires	23,830			
Dump fees	226,813	226,813		
Franchise fees	115,490	115,490		
Hazardous waste	11,663			
Transfer station rental	9,600	9,600		
Building rent - related party	71,268			
Business taxes, licenses and fees	62,365		56	
Accounting	51,446			
Insurance	45,762			
Depreciation - equipment	26,171			
Operating and office supplies	24,867			
General maintenance	21,118			
Telephone and internet	15,713			
Utilities	12,919			
Equipment rental - related party	8,853			
Other rent	8,413			
Fuel, oil and lubricants	7,273			
Equipment maintenance	5,451			
Bad debts	2,524			
Depreciation - household improvements	2,378			
Advertising and promotion	2,163			
Association dues	1,424			
Entertainment	1,218			
Charitable contributions	600			
Depreciation - office	497			Profit
Legal	106			Base
Total Operating Expenses	1,765,120	351,903	64,877	1,356,340
Operating Income	\$ 37,126			
Operating Ratio	97.23%			



**Waste Management Disposal  
Variance Analysis  
For the Year Ended December 31, 2019**

Explanation of significant changes in expenses and revenues for 2019, where significant is defined as those changes in amounts of \$10,000 AND 10%.

	2019 Amount	2018 Amount	\$ Change	% Change	Explanation
<b>Revenues</b>					
Contract revenue	\$ 596,628	\$ 507,047	-	0%	Increased in due to an increase of an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Permitted	401,036	379,407	21,629	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Permitted - other	193,592	242,640	(49,048)	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Permitted - other	231,040	278,175	(47,135)	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Permitted - other	145,082	129,272	15,810	14%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
<b>Expenses</b>					
Waste management - landfill	140,000	138,810	1,190	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Special service	22,323	46,576	(24,253)	54%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Recycling	10,050	26,560	(16,510)	62%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
<b>Total Revenue</b>	<u>1,772,248</u>	<u>1,742,333</u>			
<b>Operating Expenses</b>					
<b>Labor</b>					
Payroll - total	761,770	700,078	61,692	9%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Payroll - other	83,810	91,282	(7,472)	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Payroll - other	66,374	68,374	(2,000)	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Payroll - other	81,674	98,732	(17,058)	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Payroll - other	44,204	42,086	2,118	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Payroll - other	10,949	69,482	(58,533)	41%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Payroll - other	38,773	29,283	9,490	15%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Payroll - other	19,469	18,890	579	12%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
<b>Total Labor</b>	<u>962,366</u>	<u>909,045</u>			
<b>Other</b>					
Other - total	117,352	114,163	3,189	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
<b>Total Other</b>	<u>117,352</u>	<u>114,163</u>			
<b>Vehicle Replacement</b>					
Depreciation - vehicles	112,472	148,491	(36,019)	24%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Equipment - total	24,607	26,565	(1,958)	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
<b>Total Vehicle Replacement</b>	<u>140,023</u>	<u>175,016</u>			
<b>Vehicle Maintenance</b>					
Vehicle maintenance	62,104	63,884	(1,780)	40%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Other	22,838	42,661	(19,823)	40%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
<b>Total Vehicle Maintenance</b>	<u>84,942</u>	<u>106,545</u>			
<b>Depreciation</b>					
Depreciation - total	206,442	211,826	(5,384)	0%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Depreciation - other	112,472	148,491	(36,019)	24%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
Depreciation - other	112,472	148,491	(36,019)	24%	Increased in due to an increase in rates in Aug. of 2019 and an increase in quantity of waste received at the landfill.
<b>Total Depreciation</b>	<u>318,914</u>	<u>360,317</u>			

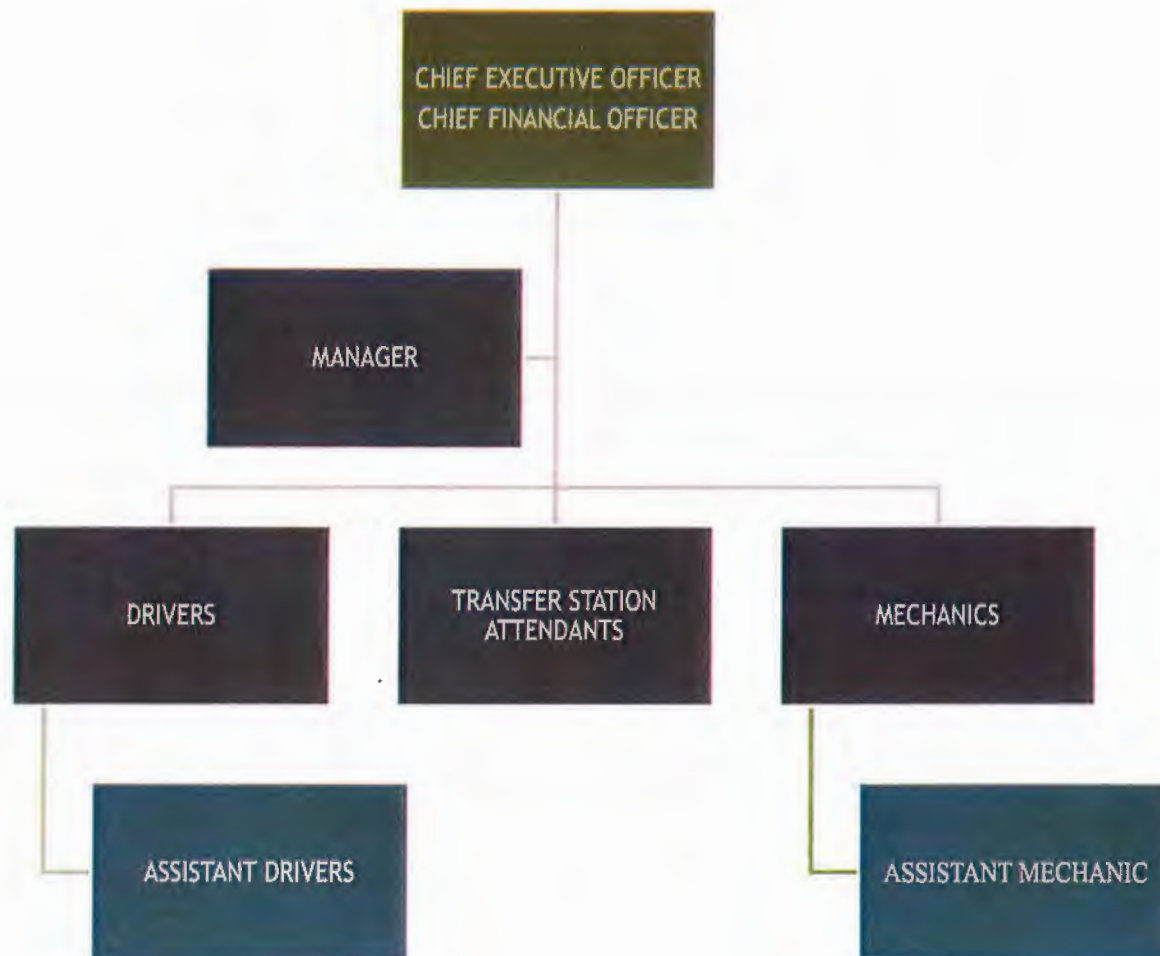
**Entrepreneurial Research  
Venture Analysis  
For the Year Ended December 31, 2013**

Expenses of independent companies for research and support have been, where significant, is subject to major change of amount of \$10,000 and 10%.

	2019 Amount	2018 Amount	\$ Change	% Change	Explanation
Advertising - related party	71,280	69,831	-	0%	
Advertising	46,762	50,564	-	9%	
Advertising	61,446	44,998	-	15%	
Business fees, courses and fees	52,385	37,313	-	38%	
Operating and office supplies	74,867	21,242	-	-72%	
Telephone and internet	15,713	22,966	-	-31%	
Computer and equipment	26,131	22,453	-	16%	
Utilities	12,519	11,767	-	14%	
Equipment rental - related party	12,520	8,960	-	43%	
General maintenance	21,173	9,493	-	150%	
Equipment maintenance	5,453	6,240	-	-14%	
Fuel, oil and lubricants	7,273	5,374	-	43%	
Other rent	4,846	4,901	-	0%	
Depreciation - equipment leaseholdings	2,378	2,378	-	0%	
Depreciation	1,316	1,843	-	-31%	
Advertisement fees	4,524	1,463	-	0%	
Advertising and promotion	2,603	1,227	-	77%	
Gas costs	2,624	1,066	-	139%	
Charitable contributions	(90)	(80)	-	0%	
Communication costs	49	49	-	0%	
Lease	36%	214	-	-50%	
Total ad Other	362,845	353,080	-		
Total Operating Expenses	(730,120)	1,069,642	-		
Operating income	37,128	96,900	-		
Other Income (Expense)					
Interest income	1,007	3,001	-	66%	
Interest expense	(1,286)	(6,426)	-	-47%	
Dividends	2,443	1,440	-	67%	
Other income	(1,226)	1,274	-	-100%	
Total other income (expense)	(28,062)	156	-	100%	
Total Other Income (Expense)	(28,062)	1,430	-	-100%	
Income Before Income Taxes	12,359	29,149	-		
Income Tax Expense	(1,401)	(2,626)	-		
Net income	10,958	16,523	-		

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Expenses of independent companies for research and support have been, where significant, is subject to major change of amount of \$10,000 and 10%.



Intermountain Disposal  
Job Classifications  
December 31, 2018

	Department			
	FTE	Supervisors	Drivers and Assistants	Transfer Station Attendants
CEO	1.00	1.00		
CFO	1.00	1.00		
Manager	1.00	1.00		
Employee	1.00		1.00	
Employee	1.00		1.00	
Employee	0.70		0.70	
Employee	1.00		0.50	0.50
Employee	1.00		1.00	
Employee	0.70			
Employee	1.00			0.70
Employee	1.00		1.00	
Employee	1.00		1.00	
Employee	1.00		1.00	
Employee	1.00		0.50	0.50
Employee	1.00		0.50	0.50
Employee	1.00		1.00	
Total FTE per Department		3.00	9.20	1.50
				0.70

Notes:

The CEO performs duties in the following areas: communicating on behalf of the Company, with shareholders, government entities, and the public. Leading the development of the Company's short and long-term strategies, creating and implementing the Company's vision and mission, working closely with the Board of Directors, serving as managing director of corporate operations and is the main link between the different divisions of the Company.

The CFO performs duties in the following areas: tracking cash flow, financial planning, as well as analyzing the Company's financial strengths, weaknesses and proposing corrective actions. The CFO is responsible for managing the finance and accounting division and for ensuring that the Company's financial reports are accurate and completed in a timely manner. Works closely with the CEO, has significant input in the Company's investments, capital structure and how the Company manages its income and expenses.

The general manager performs duties in the following areas: Oversees most or all of the Company's day-to-day operations of the business. Effective planning, delegating, coordinating, staffing, organizing policies being met and decision making to attain desirable profit making results for the Company.

**Intermountain Disposal****List of Non Allowable Expenses****For the Year Ended December 31, 2019**

	<u>Total</u>	<u>Allowable</u>	<u>Non Allowable</u>
Officer salary and benefits*	\$ 217,139	\$ 152,320	\$ 64,819
Officer life insurance costs	-	-	-
Director costs	-	-	-
Promotional, business development and business related travel	2,163	2,500	-
Payments to repair damage to property of County, Contractor, or others	-	-	-
Fines and penalties	58	-	58
Charitable donations	600	2,500	-
Political donations	-	-	-
Vehicle lease in excess of acquisition costs	-	-	-
State and federal income taxes	38,031	-	38,031
Attorneys' fees and other fees incurred by Contractor in a court or other hearing where Contractor and County are adversarial parties	-	-	-
Attorneys' fees and other expenses incurred in any court proceeding in which Contractor's own negligence violation of law or regulation, or other wrongdoing, are at issue.	-	-	-
Payments to related parties for products or services in excess of fair market value	-	-	-
Total Non Allowable Expenses			<u>\$ 102,908</u>

- \* All benefits included except social security, worker's compensation and group health insurance premiums offered to all employees.

**Northern California Office**

1517 Foreka Road, Suite 220, Roseville, CA 95661  
Tel: 916-782-7821 | Fax: 916-782-7874

**San Francisco Bay Area Office**

2600 Tenth Street, Suite 424, Berkeley, CA 94710  
Tel: 510-647-9674

April 5, 2020

Mr. Robert Perreault  
Director of Public Works  
Plumas County  
1824 East Main Street  
Quincy, CA 95971-9795

**Subject: 2020 Refuse Rate Index Adjustment - Intermountain Disposal**

Dear Mr. Perreault:

R3 Consulting Group, Inc. (R3) was engaged by Plumas County (County) to assist with calculating the 2020 Refuse Rate Index (RRI) rate adjustment for Feather River Disposal Inc. (FRD) and Intermountain Disposal (IMD), collectively referred to as the "Contractors". This letter report presents the results of the RRI calculation for IMD. The results of our RRI calculation for FRD will be provided in a separate report.

## Project Background

The County executed new franchise agreements (Agreements) with IMD and FRD effective April 1, 2017. Those Agreements terminate at midnight on March 31, 2027. Under the terms of the Agreements, beginning on July 1, 2018, and annually thereafter, the Contractors are to receive an annual adjustment to the rates through the Refuse Rate Index (RRI) process as set forth in Attachment E of the Agreements (Attachment 1). As stated in Section 12.04 of the Agreement, if the operating ratio (i.e., profit level) for the previous 12-month period falls within the range of values defined in Attachment A of the Agreements (i.e., an operating ratio of 88.00% to 92.00%) no RRI adjustment will be made.<sup>1</sup>

As specified in Section 12.04.C of the Agreement, on or before March 15, 2020 and annually thereafter the Contractors are to deliver to the County audited financial information per Section 10.05 of the Agreement for the preceding calendar year. Such information is to be in the format as set forth in Attachment F and shall be allocated between curbside collection services and all other collection and disposal services, or as may be further revised by agreement of the County and the Contractors.

## Project Objectives

To determine if:

- IMD is eligible for an RRI adjustment effective July 1, 2020; and if so
- The amount of the RRI adjustment.

---

<sup>1</sup> As the operating ratio percentage increases the associated profit level decreases. An operating ratio of 92% equates to a profit level of 8.70%, while an operating ratio of 88% equates to a profit level of 13.64%.

Mr. Bob Perreault

April 5, 2020

Page 2 of 2

## Findings

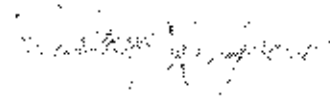
R3 calculated IMD's 2019 profit level at a 97.2% operating ratio. Profitable but lower than the 92% minimum operating ratio that would trigger an RRI adjustment.<sup>2</sup> As such, IMD is due a July 1, 2020 RRI rate adjustment. We calculated that RRI rate adjustment at 3.84% (Attachment 2).

\* \* \* \* \*

We appreciate the opportunity to be of service to the County. Should you have any questions regarding this submittal, or need any additional information, please contact me by phone at (916) 782-7021 or by email at [wschoon@r3cgl.com](mailto:wschoon@r3cgl.com).

Sincerely,

**R3 CONSULTING GROUP**



William Schoon | Project Director

### Attachments:

- 1 Franchise Agreement Attachment L - Refuse Rate Index
- 2 IMD 2020 RRI Calculation

R:\+Projects\Plumas County 2020 RRI-12EQ16\IMD\Plumas County - IMD 2020 RRI Report - 042520.docx

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<sup>2</sup> As the operating ratio increases, profit decreases.



## **ATTACHMENT E**

### **REFUSE RATE INDEX**

The Refuse Rate Index (RRI) adjustment shall be calculated in the following manner:

1. The expenses for the required franchised services for the designated fiscal period (January – December) shall be prepared in the format set forth in the "Operating Cost Statement" below.
2. The expenses for the required franchised services shall be broken down into the following six (6) cost categories: Labor; Diesel Fuel; Vehicle Replacement; Vehicle Maintenance, All Other, and Disposal. Each cost category is assigned a weighted percentage factor based on that cost category's proportionate share of the total of the costs shown for all cost categories.
3. The following five (5) indices published by the United States Department of Labor, Bureau of Labor Statistics (BLS), and the actual change in the disposal site tip fee are used to calculate the adjustment for each cost category. The change in each index and the tip fees is calculated on a twelve-month fiscal period in accordance with the terms of the agreement. In the event any index is discontinued, a successor index shall be selected by **County**. Successor indices shall be those indices that are most closely equivalent to the discontinued indices as recommended by the BLS.

<u><b>Cost Category</b></u>	<u><b>Index</b></u>
Labor	Series ID: ceu6056210008 Professional and business services – waste collection
Diesel Fuel	California No 2 Diesel Ultra Low Sulfur (0-15 ppm) <a href="http://tonto.eia.doe.gov/oog/info/wohdp/diesel.asp">http://tonto.eia.doe.gov/oog/info/wohdp/diesel.asp</a>
	Vehicle Replacement Series ID: pcu336211336211 Motor vehicle body manufacturing
Vehicle Maintenance	Series ID: pcu333924333924 Industrial truck, trailer and stacker mfg.
All Other	Series ID: cuusx400sa0 Consumer Price Index, All Urban Consumers, All Items; West – Size Class B/C
Disposal	The actual tip fee charged to <b>Contractor</b> by the disposal site.

The percentage weight for each cost category is multiplied by the change in each appropriate index to calculate a weighted percentage for each cost category. The weighted percentage changes for each of the six (6) cost categories are then added together to calculate the RRI.

#### **Operating Cost Statement – Description**

- Labor:** List all administrative, officer, operation and maintenance salary and benefit accounts.  
List payroll tax accounts directly related to the above salary accounts.  
List employee group medical and life accounts directly related to the above salary accounts.  
List employee retirement or profit sharing contributions accounts directly related to the above salary accounts.  
List Workers Compensation accounts directly related to the above salary accounts.  
List contract labor accounts directly related to the above salary accounts.  
List other employee costs (i.e. safety gear, boot allowance, etc.) directly related to the above salary accounts.
- Diesel Fuel:** List all diesel fuel accounts.



**Vehicle Replacement:**

List all collection and collection-related vehicle depreciation accounts.

List all vehicle lease or rental accounts related to collection or collection-related vehicles.

**Vehicle Maintenance:**

List all collection or collection-related vehicle parts accounts.

**All Other:** List all other expense accounts related to the services provided under this agreement. This category includes all insurance including general liability, fire, truck damage, and extended coverage; rent on property, truck licenses and permits; real and personal property taxes; telephone and other utilities; employee uniforms; safety equipment; general yard repairs and maintenance; non-diesel fuel; office supplies; postage; trade association dues and subscription; advertising; and miscellaneous other expenses.

**Disposal:** List all disposal costs related to the provision of collection services.

**Note:** The enactment, or application, of the Refuse Rate Index does not require the "targeted profit amount" to be addressed.

**An Example RRI Calculation:**

In this example, the Refuse Rate Index is +2.54% (i.e., rates would be increased by 2.54%)

Item #	Category	Data Source	Percent Change (1)	Category Weight (2)	Weighted Percentage Change (3)
1	Labor	Series ID: ceu6056210008 Professional and business services – waste collection	2.19%	39.05%	+0.85%
2	Diesel Fuel	California No 2 Diesel Ultra Low Sulfur (0-15 ppm) <a href="http://tonto.eia.doe.gov/oog/info/wohdp/diesel.asp">http://tonto.eia.doe.gov/oog/info/wohdp/diesel.asp</a>	4.74%	13.15%	+0.62%
3	Vehicle Replacement	Series ID: pcu336211336211 Motor vehicle body manufacturing	6.79%	2.57%	+0.17%
4	Vehicle Maintenance	Series ID: pcu333924333924 Industrial truck, trailer and stacker mfg.	0.16%	13.46%	-0.02%
5	All Other	Series ID: cuusx400sa0 Consumer Price Index, All Urban Consumers, All Items; West – Size Class B/C	1.70%	18.75%	+0.32%
6	Disposal	Average of Change in Disposal Facility Tip Fees	4.60%	13.02%	+0.60%
<b>Example RRI</b>				<b>100%</b>	<b>+2.54%</b>

(1) The percentage change in the indices from year to year.

(2) Each category's percentage of the **Contractor's** total operating costs.

(3) The product of percentage change x category weight.

	Amount
<b>Total Revenue</b>	<b>\$1,792,248</b>
<b>Operating Expenses</b>	
<b>Labor</b>	
Payroll - route	\$263,773
Payroll - office	\$93,813
Payroll - company executive officer	\$88,374
Payroll - transfer station	\$61,674
Payroll - taxes	\$44,404
Retirement plan contribution	\$83,949
Worker's compensation insurance	\$30,126
Employee benefits	\$18,495
<b>Total Labor</b>	<b>\$684,608</b>
<b>Diesel Fuel</b>	
Diesel Fuel	\$117,852
<b>Total Diesel Fuel</b>	<b>\$117,852</b>
<b>Vehicle Replacement</b>	
Depreciation - vehicles	\$112,832
Equipment rent	\$27,691
<b>Total Vehicle Replacement</b>	<b>\$140,523</b>
<b>Vehicle Maintenance</b>	
Vehicle Maintenance	\$62,164
Tires	\$23,838
<b>Total Vehicle Maintenance</b>	<b>\$86,002</b>
<b>Disposal</b>	
Dump fees	\$226,813
Franchise fees	\$115,490
Hazardous waste	\$11,683
Transfer station rental	\$9,600
<b>Total Disposal</b>	<b>\$363,586</b>
<b>All Other</b>	
Building rent - related party	\$71,288
Business taxes, licenses and fees	\$52,365
Accounting	\$51,446
Insurance	\$45,762
Depreciation - equipment	\$26,171
Operating and office supplies	\$24,867
General maintenance	\$21,118
Telephone and internet	\$15,713
Utilities	\$12,919
Equipment rental - related party	\$8,853
Other rent	\$8,413
Fuel, oil and lubricants	\$7,273
Equipment maintenance	\$5,451
Bad debts	\$2,524
Depreciation - leasehold improvements	\$2,378
Advertising and promotion	\$2,163
Association dues	\$1,424
Entertainment	\$1,218
Charitable contributions	\$600
Depreciation - office	\$497
Legal	\$106
<b>Total All Other</b>	<b>\$362,549</b>
<b>Total Operating Expenses</b>	<b>\$1,755,120</b>
<b>Operating Income</b>	<b>\$37,128</b>
<b>Operating Ratio</b>	<b>97.2%</b>

		% of Total	Change in Index	Weighted Average
Labor	\$684,608	39.01%	4.86%	1.89%
Diesel Fuel	\$117,852	6.71%	1.26%	0.08%
Vehicle Replacement	\$140,523	8.01%	4.49%	0.36%
Vehicle Maintenance	\$86,002	4.90%	2.46%	0.12%
All Other	\$362,549	20.66%	2.54%	0.52%
Disposal	\$363,586	20.72%	4.12%	0.85%
<b>Total</b>	<b>\$1,755,120</b>	<b>100.00%</b>		

RRI Adjustment = **3.84%**

**Employment, Hours, and Earnings from the Current Employment  
Original Data Value**

Series Id: CEU6056210008

**Not Seasonally Adjusted**

Series Title: Average hourly earnings of production and

**Super Sector:** Professional and business services

**Industry:** Waste collection

NAICS Code: 5621

**Data Type:** AVERAGE HOURLY EARNINGS OF PRODUCTION

Years: 2008 to 2020

[illegible]

[Back to Contents](#)**Data 1: California I**

Sourcekey EMD\_EPD2DXL0\_PTE\_  
 SCA\_DPG  
 California No 2  
 Diesel Ultra Low  
 Sulfur (0-15 ppm)  
 Retail Prices (Dollars  
 per Gallon)

Date

2007	
2008	3.925
2009	2.607
2010	3.157
2011	4.084
2012	4.230
2013	4.126
2014	4.004
2015	3.015
2016	2.654
2017	3.067
2018	3.874
2019	3.923

2019 vs. 2018

0.049

1.26%

**PPI Industry Data**  
**Original Data Value**

Series Id: PCU336211336211  
 Series Title: PPI industry data for Motor vehicle body mfg, not  
 Industry: Motor vehicle body mfg  
 Product: Motor vehicle body mfg  
 Base Date: 198212  
 Years: 2008 to 2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2008	204.6	204.6	206.7	209.7	210.3	212.3	214.7	215.2	215.2	216.2	216.8	217.8
2009	217.5	217.2	216.8	216.0	216.2	216.3	216.9	216.5	216.5	215.7	215.7	215.7
2010	216.5	216.6	216.6	217.7	217.7	218.2	218.6	218.2	218.3	218.1	218.1	218.4
2011	218.4	218.7	219.5	220.4	220.9	221.0	221.1	221.2	221.5	221.3	223.0	223.7
2012	224.1	224.6	224.5	225.2	225.3	226.6	226.7	227.1	227.1	226.7	226.4	227.1
2013	227.1	227.2	227.4	227.6	227.2	227.4	227.5	227.7	228.0	228.3	228.3	228.3
2014	229.6	230.1	230.5	230.4	230.4	230.8	231.0	231.4	231.7	232.4	232.4	232.5
2015	233.2	235.3	235.3	235.3	235.7	235.7	235.7	235.8	235.8	235.8	235.9	235.9
2016	236.3	236.8	236.9	237.1	237.1	237.3	237.7	237.9	237.9	237.9	238.2	238.3
2017	238.4	238.4	238.7	239.0	239.3	239.5	240.2	240.4	240.6	240.6	240.7	241.0
2018	241.9	242.5	243.1	244.1	244.6	245.4	246.3	247.4	248.1	249.3	250.2	250.4
2019	253.5	254.5	255.5	255.4	255.5	257.6	258.3	258.4	259.0	259.3	259.4	259.5
2020	259.4	259.3										

2953.3  
 3085.9  
**4.49%**

**PPI Industry Data**  
**Original Data Value**

Series Id: PCU333924333924  
 Series Title: PPI industry data for Industrial truck, trailer, and  
 Industry: Industrial truck, trailer, and stacker mfg  
 Product: Industrial truck, trailer, and stacker mfg  
 Base Date: 197912  
 Years: 2008 to 2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2008	182.6	182.8	182.9	184.2	185.4	187.0	198.0	198.3	202.1	202.6	202.4	202.6
2009	203.0	203.0	203.0	205.9	205.8	205.8	207.0	207.3	207.3	207.4	207.4	207.8
2010	205.0	205.0	205.0	206.0	207.0	204.2	205.1	205.2	205.1	205.1	205.9	205.9
2011	206.3	206.7	206.9	209.5	209.4	209.9	210.6	210.6	210.8	210.9	210.8	210.9
2012	213.6	215.8	214.6	215.2	215.5	216.7	218.0	218.1	218.3	218.3	218.6	220.1
2013	222.8	221.3	221.7	221.8	221.8	222.0	221.6	221.8	221.8	222.4	222.4	222.8
2014	225.4	226.2	226.2	227.1	229.6	230.2	230.2	230.1	230.2	230.2	230.2	230.2
2015	231.3	232.8	234.0	234.9	235.1	235.0	235.0	235.0	235.0	235.4	235.4	235.7
2016	235.7	236.3	236.5	236.9	237.3	237.3	237.4	238.4	238.5	238.5	238.6	238.6
2017	240.0	241.0	241.1	241.4	242.7	243.2	243.2	243.2	243.2	243.2	243.2	244.6
2018	244.2	245.9	247.4	247.5	249.2	249.4	250.3	252.4	254.8	255.1	255.5	255.4
2019	256.1	256.5	256.6	256.6	256.6	257.0	256.7	257.4	257.3	256.6	256.9	256.9
2020	258.7	258.9										

3007.1

3081.2

2.46%



**CPI for All Urban Consumers (CPI-U)**  
**Original Data Value**

Series Id: CUURN400SA0  
 Not Seasonally Adjusted  
 Series Title: All items in West - Size Class B/C, all urban  
 Area: West - Size Class B/C  
 Item: All items  
 Base Period: DECEMBER 1996=100  
 Years: 2008 to 2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
2008	131.328	131.538	132.896	133.694	134.023	135.283	136.021	135.207	134.834	133.795	131.440	129.725	133.315
2009	130.682	131.636	131.775	131.912	131.990	132.952	132.774	132.756	133.128	133.618	133.335	133.132	132.474
2010	133.366	133.513	133.863	134.133	133.889	133.635	133.685	133.704	133.544	133.745	133.930	134.328	133.778
2011	134.917	135.826	137.200	138.174	138.598	138.269	138.128	138.171	138.564	138.696	138.411	138.017	137.748
2012	138.465	138.997	140.235	140.619	140.834	140.375	139.645	139.971	140.600	140.847	140.287	139.768	140.054
2013	139.865	141.072	141.573	141.788	141.838	141.805	141.940	142.228	142.277	141.954	141.736	141.751	141.652
2014	141.998	142.120	142.813	143.077	144.253	144.522	144.435	144.317	144.506	144.214	143.398	142.669	143.527
2015	142.022	143.005	143.887	144.426	145.346	145.198	144.917	144.752	144.507	144.379	143.595	143.398	144.119
2016	143.932	144.128	144.264	145.128	145.942	145.866	145.850	145.829	146.130	146.328	146.004	145.918	145.443
2017	146.469	147.451	147.880	148.496	148.789	148.792	148.691	149.255	149.954	150.336	150.003	149.920	148.836
2018	150.564	151.200	151.702	152.350	153.201	153.546	153.464	153.797	154.158	154.729	154.625	154.228	153.130
2019	154.328	154.671	155.178	156.523	157.488	157.564	157.465	157.654	157.738	158.635	158.482	158.496	157.019
2020	158.599	159.183											

2.54%

## Intermountain Disposal

Disposal Site:

Lockwood Landfill

Effective Date Range	Rate Per Ton
4/1/2017 thru 3/31/2018	\$21.13
4/1/2018 thru 3/31/2019	\$21.47
4/1/2019 thru 3/31/2020	\$22.53
4/1/2020 thru 3/31/2021	\$23.25

2018 Calendar Year Avg Rate	\$21.39
2019 Calendar Year Avg Rate	\$22.27

2019 vs. 2018 Calendar Year Average Rate Increase	\$0.88
2019 vs. 2018 Calendar Year Average Rate Percentage Change	4.12%