

## **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 SEPTEMBER 15, 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. **DEPARTMENTAL MATTERS**
  - A) **SHERIFF** – Todd Johns  
Authorize the Sheriff to recruit and fill vacant, funded and allocated 2.0 FTE Dispatch positions, created by resignation; and direct Human Resources to leave the positions “open until filled”; discussion and possible action [View Item](#)
  
  - B) **COUNTY ADMINISTRATOR** – Gabriel Hydrick
    - 1) **PUBLIC HEARING:** Adopt **RESOLUTION** approving an Application for Funding, an amount not to exceed \$101,532, and the Execution of a Grant Agreement and any Amendments thereto from the 2019-2020 Funding Year of the State CDBG-CV1 Program. **Roll call vote** [View Item](#)
      - **Public services related to COVID-19 support:**  
Augment the Senior Nutrition program that has been heavily impacted by COVID-19 (\$81,532)
      - **Facility improvements related to COVID-19 healthcare and homeless housing needs:**  
Repair Serpilio Hall at the Fairgrounds may serve as overflow for hospital COVID-19 patients and congregate housing for homeless during the COVID-19 pandemic. (\$20,000)
  
    - 2) Discussion, possible action and/or direction to staff regarding Per Capita Prop 68 (OGALS) Grant of \$400,000, and proposed countywide projects [View Item](#)
  
  - C) **AUDITOR/CONTROLLER** – Roberta Allen  
Adopt **RESOLUTION** adopting the Basic Tax Rate for Plumas County and the Bond Rates for the Plumas Unified School District and Plumas District Hospital for FY 2020-2021. **Roll call vote** [View Item](#)
  
3. **BOARD OF SUPERVISORS**
  - A. **CONTINUED PUBLIC HEARING:** The Board of Supervisors will continue the public hearing, from September 8, 2020, on the FY 2020-2021 County Budget. Any member of the general public may appear at the hearing or submit their comments using e-mail address [Public@countyofplumas.com](mailto:Public@countyofplumas.com)
  - B. Report and update by Gabriel Hydrick, County Administrator on the FY 2020-2021 Budget; discussion and possible action regarding various county departments and programs
  - C. Correspondence
  - D. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations
  
4. **TREASURER/TAX COLLECTOR** – Julie White  
**PUBLIC HEARING:** Conduct public hearing to allow for public testimony regarding the establishment of the Feather River Tourism Marketing District and the levy of assessments therein as set forth in Resolution of Intention 20-8512, adopted by the Board of Supervisors on August 18, 2020, and pursuant to Government Code §54954.6 [View Item](#)

## **5. CLOSED SESSION**

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

- A. Conference with real property negotiator, Gabriel Hydrick, County Administrator regarding Plumas County Properties, Assessor's Parcel Nos. 117-350-43; 117-350-44; 117-350-46; 117-350-47; 117-350-48; 117-350-49; 117-350-50; 116-310-01; 117-140-26
- B. Conference with real property negotiator, Gabriel Hydrick, County Administrator regarding courthouse facilities: Greenville Sub Station, 115 Crescent St., APN 110120047000; Chester Complex, 251 E. Willow, APN 100062002000; Portola Court Building, 151 Nevada St., APN 126131001000
- C. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 (Workers Compensation Case No. TIBV-600185)
- D. Conference with Legal Counsel: Existing litigation – Tiffany Wagner, Plaintiff, v. County of Plumas, et al., Defendants, United States District Court, Eastern District of California, Case No. 2:18-cv-03105-KMJ-DMC
- E. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 - California Dept. of Water Resources v. All Persons Interested in the Matter of the Authorization of Delta Program Revenue Bonds, the Issuance, Sale and Delivery of Delta Program Revenue Bonds Series A, Series B and Subsequent Series, the Adoption of the Delta Program Revenue Bond General Bond Resolution and the Supplemental Resolutions Providing for the Issuance of Delta Program Revenue Bonds, and the Proceedings Related Thereto, Superior Court of California, County of Sacramento, Case No. 34-2020-00283112
- F. Conference with Legal Counsel: Existing litigation – Pederson, et al., v. County of Plumas, et al., United States District Court for the Eastern District of California Case No. CIV S-89-1659 JFM P, pursuant to subdivision (a) of Government Code §54956.9
- G. 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, October 6, 2020, Board of Supervisors Room 308, Courthouse, Quincy, California



# Office of the Sheriff

## Office of Emergency Services

JA

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

TODD JOHNS  
SHERIFF/CORONER  
DIRECTOR

## Memorandum

**DATE:** September 2, 2020

**TO:** Honorable Board of Supervisors

**FROM:** Sheriff Todd Johns *TJ*

**RE:** Agenda Item for the meeting of September 15<sup>th</sup>, 2020

**RECOMMENDATION:**

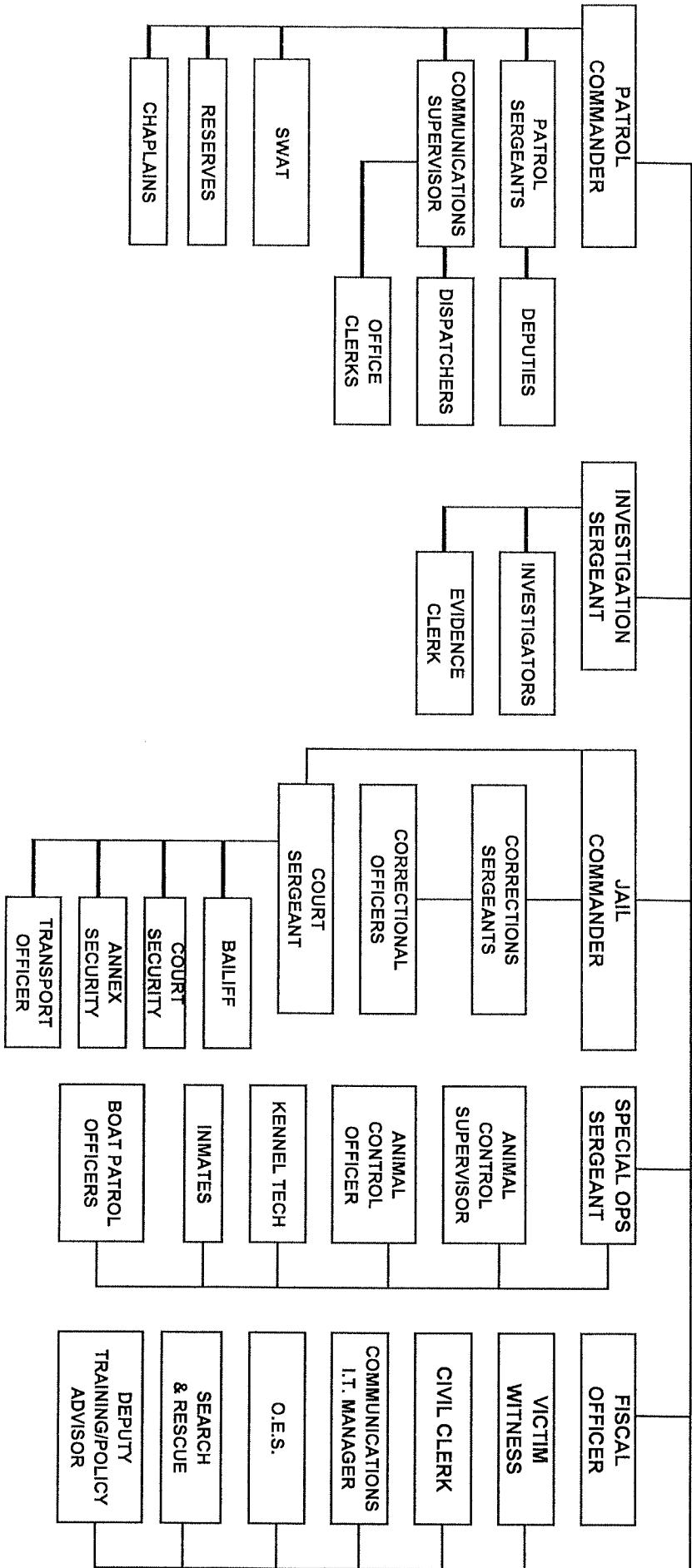
Authorize the Sheriff to recruit and fill open dispatch positions.

**BACKGROUND & DISCUSSION:**

The Plumas County Sheriff's Office requests authorization to recruit and fill open dispatch positions. The vacancies have been ongoing and continue due to recent resignations.

# SHERIFF

## UNDERSHERIFF





## COUNTY ADMINISTRATOR

Gabriel Hydrick

### AGENDA REQUEST AND STAFF REPORT

For the September 15, 2020 meeting of the Plumas County Board of Supervisors

**Subject:** Apply for CDBG-CV1 Grant Funding  
**To:** Honorable Board of Supervisors, Clerk of the Board, County Counsel  
**From:** Gabriel Hydrick, County Administrator  
**Date:** 9/2/2020  
**Strategic Relevance:** N/A

#### Background/Introduction:

The California Department of Housing and Community Development (CDBG) announced the availability of approximately \$18.7 million in new federal funds for the Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1) funding for local assistance. Funding for this Notice of Funding Availability (NOFA) is made available pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act signed into law March 27, 2020. The County's allocation is \$101,532.

The CDBG CV-1 grant provides funding for the following activities only:

- Assistance to businesses and microenterprises impacted by COVID-19 stay-at-home orders and shut-downs
- Public services related to COVID-19 support
- Facility improvements related to COVID-19 healthcare and homeless housing needs
- Acquisition of real property to be used for the treatment or recovery of infectious diseases in response to COVID-19

CDBG will be accepting applications through September 21, 2020. In addition to applications for each proposed project, CDBG requires applicants hold a public hearing and submit an approved governing body resolution prior to CDBG's execution of a Standard Agreement (to come back to the Board at a future date but a draft included as an attachment hereto), which this meeting and background material accomplishes.

#### Finding Analysis:

Staff is currently working on the applications for two separate projects.

Staff finds that the funding is applicable for our Senior Nutrition program as it has seen a significant impact and request for services connected with COVID-19. The Senior Nutrition program budget is \$696,386 with \$229,865 coming from General Fund contributions. Staff will submit to CDBG that \$81,532 be used towards the costs of this program, which is 11.7% of the budget.

Staff further finds and proposes uses for Serpilio Hall improvements, which is located on the County fairgrounds. The fairgrounds are the County's evacuation and emergency operations site and is a natural fit for COVID-19 hospital patients on a temporary need should the hospital be overwhelmed. Another challenge during this pandemic is homelessness. Serpilio Hall can also function as homeless congregate housing during this pandemic if such a need arose. However, the facility needs some improvements to the floors and roof to better serve either or both functions during the pandemic.

John Rix, who manages the Senior Nutrition program, will manage this CDBG opportunity, including the application and reporting. John Steffanic, Fairgrounds Manager, will manage the project for Serpilio Hall, including the application and reporting. Gabriel Hydrick, County Administrator, will provide general oversight for all of the CDBG projects.

**Recommended Actions:**

Staff respectfully recommends the Board of Supervisors:

1. Hold a public hearing and receive public input on the proposed CDBG projects
2. Authorize and direct the County Administrator, or designee, to execute and deliver all applications and act on the County's behalf in all matters pertaining to all such applications.
3. Adopt the resolution approving an application for the projects outlined above for funding under the 2020/21 fiscal year state administered CDGB CV-1 block grant for a total of \$101,532 under the CARES Act for COVID-19 response and recovery.

**Alternatives:**

1. Decline to adopt the proposed action
2. Provide staff with additional direction

**Fiscal Impact:**

The CDGB CV-1 grant money can offset General Fund expenditures for the Senior Nutrition program.

**Attachments:**

Attachment 'A': NOFA and Final Amendment

Attachment 'B': Matrix Codes

Attachment 'C': Sample Agreement (Exhibit A)

Attachment 'D': Application Certifications and Statement of Assurances

Attachment 'E': Citizen Participation

Attachment 'F': Program Notes

Attachment 'G': Determining Service Area

Attachment 'H': Income Limits and Area Benefit

## ATTACHMENT 'A'

GAVIN NEWSOM, Governor

STATE OF CALIFORNIA - BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FINANCIAL ASSISTANCE  
2020 W. El Camino Avenue, Suite 670  
Sacramento, CA 95833  
(916) 263-2771  
[www.hcd.ca.gov](http://www.hcd.ca.gov)



August 24, 2020

**MEMORANDUM FOR:** All Potential Applicants

**FROM:** Jennifer Seeger, Acting Deputy Director  
Division of Financial Assistance

**SUBJECT:** Community Development Block Grant Program –  
Coronavirus Response Round 1 (CDBG-CV1)  
Notice of Funding Availability, Amendment #2

The California Department of Housing and Community Development (Department) is pleased to announce the availability of approximately \$18.7 million in new federal funds for the Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1) funding for local assistance. Funding for this Notice of Funding Availability (NOFA) is made available pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act signed into law March 27, 2020.

Due to the recent wildfires, the Department is amending the previously issued June 2020 to allow applicants additional time complete their CDBG-CV1 applications. The changes are as follows:

1. The submittal deadline for the CDBG-CV1 Program NOFA applications and required attachments **has been extended from 5:00 p.m. Pacific Standard Time (PST) on August 31, 2020, to no later than 5:00 p.m. PST on September 21, 2020.** Applications must continue to be accessed through the eCivis portal- Programs Available for Solicitation page. [https://gn.ecivis.com/GO/gn\\_redir/T/wyjsqf2kekxyx](https://gn.ecivis.com/GO/gn_redir/T/wyjsqf2kekxyx)

Applications will be reviewed and awarded as received. Applicants must submit their approved governing body resolution prior to the Department's execution of a Standard Agreement. The Department will not execute agreements without an approved governing body resolution that is acceptable to the Department. In the event that the CDBG-CV1 funds are not fully awarded by the application closing date, the Department will either allocate additional funding to active contracts that have met performance and timeliness milestones, or it will roll unawarded funds into subsequent rounds of CARES Act funding as appropriate and available.

Applicants are encouraged to set-up their profiles in the Grants Network portal located at <https://portal.ecivis.com/#/login> as early as possible. Profile set-up instructions can be

found in the Grants Network portal, external user manual on the CDBG webpage at <https://www.hcd.ca.gov/grants-funding/active-funding/cdbg.shtml>.

CDBG-CV1 NOFA Amendment #1

August 24, 2020

Page 2

Applicants are encouraged to begin the application process early to ensure successful submission before the application deadline. If you have any trouble logging into the portal or have questions on how to complete the online application, please contact the CDBG staff at [cdbq@hcd.ca.gov](mailto:cdbq@hcd.ca.gov) and make sure to include CDBG-CV1 in the subject line of your message.

To receive CDBG-CV1 NOFA FAQs, notice of the NOFA webinar, and other program information and updates, please subscribe to the CDBG listserv at [https://www.hcd.ca.gov/HCD\\_SSI/subscribe-form.html](https://www.hcd.ca.gov/HCD_SSI/subscribe-form.html). For questions or assistance, please email [cdbgnofa@hcd.ca.gov](mailto:cdbgnofa@hcd.ca.gov).

Attachment

**Community Development Block Grant Program -  
Coronavirus Response Round 1 (CDBG-CV1)**

**Notice of Funding Availability**

**Amendment #1**



**Gavin Newsom, Governor  
State of California**

**Lourdes M. Castro Ramírez, Secretary  
Business, Consumer Services and Housing Agency**

**Gustavo Velasquez, Director  
California Department of Housing and Community Development**

Division of Financial Assistance, Federal Programs Branch  
Community Development Block Grant Program  
2020 W. El Camino Avenue, Suite 200, Sacramento, CA 95833

CDBG Program Email: [cdbg@hcd.ca.gov](mailto:cdbg@hcd.ca.gov)

June 5, 2020

Amended August 24, 2020

## **Contents**

<b>I. Notice of Funding Availability</b>	<b>1</b>
A. Tentative program time	1
B. Authorizing Legislation	2
C. Conditions	3
<b>II. Eligible activities (24 CFR §§ 570.201-203)</b>	<b>3</b>
A. Community Development	4
B. Economic Development with a focus on job retention	4
<b>III. Duplication of benefits</b>	<b>4</b>
<b>IV. National Objectives (24 CFR §§ 570.483-484)</b>	<b>5</b>
A. Low- to Moderate Income National Objective	5
B. Urgent Need National Objective	6
<b>V. Eligible applications</b>	<b>7</b>
A. Eligible jurisdictions	7
B. Financial Management Compliance (2 CFR Part 200)	8
C. Good standing	8
D. Federal debarment	8
E. Restrictions on multiple activities in the same political districts	8
<b>VI. Funding and activity limits</b>	<b>9</b>
<b>VII. Program administrative costs</b>	<b>9</b>
<b>VIII. Pre-agreement costs</b>	<b>10</b>
<b>IX. Threshold requirements</b>	<b>10</b>
<b>X. Applications</b>	<b>11</b>
A. Application webinar	11
B. Application submission	11
C. Disclosure of application	12
<b>XI. Application review, approval and commitment process</b>	<b>12</b>
A. Application review	12
B. Recommendations	12
C. Standard Agreements	12
<b>XII. Awards announcement and grant implementation</b>	<b>13</b>
<b>XIII. Federal program requirements</b>	<b>13</b>
A. Cross-cutting requirements	13
B. Relocation Plan requirement	14
C. Article XXXIV compliance	14
D. Procurement	14
E. Certifications and Statement of Assurances	14

**Appendices *All appendices are located under the files time in the***

- Appendix A CDBG-CV1 Allocations
- Appendix B Housing Element and Growth Control
- Appendix C Citizen Participation
- Appendix D Sample Resolution (Revised 4-10-20)
- Appendix E CDBG-CV1 IDIS Matrix Codes
- Appendix F Income Limits and Area Benefit
- Appendix G Determining Service Area
- Appendix H N/A
- Appendix I N/A
- Appendix J CDBG-CV1 Application Certifications
- Appendix K Draft Sample Standard Agreement

## **I. Notice of Funding Availability**

The California Department of Housing and Community Development (Department) receives funding from the United States Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) Program and allocates funds to CDBG eligible non-entitlement jurisdictions. Approximately \$18.7 million in new CDBG coronavirus response round 1 (CDBG-CV1) federal funds authorized by the Coronavirus Aid, Relief, and Economic Security (CARES) Act, will be allocated to eligible jurisdictions to perform Activities related to COVID-19 response and recovery. The CARES Act provides extra CDBG funds specifically targeted to prevent, prepare for, and respond to coronavirus.

The CDBG-CV1 Notice of Funding Availability (NOFA) provides funding ONLY for the following Activities, which are narrowly tailored as described in Section II.A and Section II.B of this Notice of Funding Availability (NOFA):

- Assistance to businesses and microenterprises impacted by COVID-19 stay-at-home orders and shut-downs
- Public services related to COVID-19 support
- Facility improvements related to COVID-19 healthcare and homeless housing needs
- Acquisition of real property to be used for the treatment or recovery of infectious diseases in response to COVID-19

CDBG-CV1 funds will be distributed through a simplified application via the Grants Network portal online grant management system and will be available to all CDBG-eligible non-entitlement jurisdictions as outlined in the Department's Annual Plan Amendment located at <https://www.hcd.ca.gov/policy-research/plans-reports/index.shtml>.

This NOFA outlines application requirements, timelines for eligible jurisdictions, and provides documentation requirements.

### **A. Tentative program timeline**

EVENT	DATE
CDBG-CV1 NOFA and application released	June 5, 2020
OTC application window opens	June 8, 2020
Application deadline	September 21, 2020
Department announces awards	As applications are received

\* Award timeline is dependent on receipt of HUD's grant agreement.

## B. Authorizing Legislation

Funding under this NOFA is made available pursuant to the CARES Act (Public Law No: 116-136) and the Housing and Community Development Act of 1974 (HCDA) as amended and codified at Title 42 United States Code (U.S.C.) § 5301 et. seq., and Subpart 1 of the Federal CDBG Regulations, found at Title 24 Code of Federal Regulations (CFR) § 570.480 et seq. The requirements of the state administered CDBG program are in California Health and Safety Code (HSC) §§ 50825-50834. This NOFA should be read in conjunction with the following regulations that establish state and federal CDBG requirements. Relevant legal authority includes, but is not limited to, the following:

- Housing and Community Development Act of 1974 (HCDA) as amended and codified at Title 42 United States Code 5301 et seq., and Subpart 1 of the Federal CDBG Regulations
- HSC §§ 50825-50834
- CFR, Title 24, Part 570, Subpart I
- 24 CFR Part 58
- 2 CFR Part 200
- CDBG Guidelines (Guidelines)
- The State of California 2015-2020 Consolidated Plan as amended
- The State of California 2019-2020 Annual Action Plan as amended
- Governor of California Executive Order N-66.20

If state or federal statutes or regulations, or other laws, relating to the CDBG-CV1 funds are modified by the United States Congress, HUD, the Department, California State Legislature, or the Governor, the changes may become effective immediately and may be applicable to this NOFA and existing Standard Agreements.

If there is a conflict between the state and federal regulations, the federal regulations shall prevail. In addition, the Department reserves the right, at its sole discretion, to suspend or amend the provisions of this NOFA. If such an action occurs, the Department will notify interested parties. Awards made under this NOFA are also contingent upon the Department executing a grant agreement from HUD for the CARES Act funds.

### C. Conditions

Applicants and Awardees acknowledge that the funding opportunities referenced in this NOFA, and all obligations of the Department herein, are expressly subject to the following conditions:

1. The ongoing availability of funds
2. The continued authority of the Department to administer the CDBG-CV1 funds
3. The execution of the CARES Act funding grant agreement with HUD
4. Issuance of the Governor's Executive Order providing regulatory relief from state statute

In the event that funds are not available to fund any, or all, Activities offered herein, or if the Department's authority to administer the CDBG-CV1 funds or act under this NOFA is eliminated, or in any way restricted, the Department shall have the option, at its sole discretion, to amend, rescind, suspend, or terminate this NOFA and any associated funding pursuant to the provision set forth immediately above. **This NOFA is not a commitment of funds to any Activity or Applicant.**

### D. Applicant responsibility

It is the Applicant's responsibility to ensure that the application submitted is clear, complete, and accurate. It is also the Applicant's responsibility to ensure that the governing body resolution submitted is clear, complete, and accurate. The Department will not execute agreements without a resolution that is also acceptable to the Department. In this NOFA, the Department has gone to great lengths to explain what an acceptable resolution to the Department will be. After the application submittal deadline, Department staff may request clarifying information to make sure the application is complete and accurate and meets federal eligibility requirements. Applicants may be asked to make changes to their Activities to meet eligibility requirements. Applications that do not meet federal minimum eligibility requirements will be returned to draft status for Applicant changes. No Applicant may appeal the Department's evaluation of another Applicant's application.

## II. **Eligible Activities (24 CFR §§ 570.201-203**

Applicants can apply for a total of three (3) Activities with the total request not exceeding the allocation amount in Appendix A. **Activities funded under this NOFA will have a 12-month expenditure period.** See Appendix E for a list of eligible HUD Matrix Codes. Applicants must show a relationship between the need for services and COVID-19 impacts.

For the CDBG-CV1 NOFA, the following Activities are permitted:

A. Community Development

1. Public services to respond to COVID-19 impacts
2. Public facility improvements to increase capacity for healthcare facilities (facility improvements must include a documented connection with healthcare facility needs)
3. Public facility acquisition, provided that the end use increases healthcare facility capacity
4. Acquisition and/or improvement of housing facilities for persons experiencing homelessness

B. Economic Development with a focus on job retention

1. Business assistance
2. Microenterprise assistance (including Micro-financial assistance and Technical assistance)

**III. Duplication of benefits**

A Duplication of Benefits (DOB) occurs when a program beneficiary receives assistance from multiple sources for a cumulative amount that exceeds the total need for a particular funding need. The amount of the duplication is the amount of assistance provided in excess of the need. It is the Department's responsibility to ensure that each CDBG-CV1 Activity provides assistance only to the extent that the project's funding needs have not been met by another source. See the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) (42 U.S.C. § 5155; HUD Memorandum dated 9 April 2020, subject: 'CARES Act Flexibilities for CDBG funds used to support coronavirus response and plan amendment waiver').

Section 312 of the Stafford Act prohibits federal agencies from providing assistance to any "person, business concern, or other entity" for any loss to which the entity has already received financial assistance from another source (42 USC § 5155(a)). The Federal Register Notice, published November 16, 2011 (Docket No. FR-5582-N), requires adequate policies and procedures in place to prevent a DOB and the recapture of funds, if necessary.

Applicants will be required to complete DOB documentation at application and will be required to continue to report on DOBs throughout the expenditure period for the CDBG-CV1 funds.

#### IV. National Objectives (24 CFR §§ 570.483-484)

##### A. Low- to Moderate-Income National Objective

At least 70 percent of the funds awarded shall benefit low- to moderate-income (LMI) individuals or households. No Activity or portion of a program assisted by these funds may exclude from its benefits the lowest-income eligible group.

Persons, households, and/or neighborhoods benefiting from LMI Activities must meet HUD's LMI requirements. Income limits are regularly updated. Applicants will be notified via a news email blast and information will be posted on the Department's website if the HUD Adjusted Median Family Income (HAMFI) limits or low- to moderate-income areas (LMA) are updated during the application period.

The LMI National Objective consists of the following categories:

###### 1. LMI Limited Clientele (LMC), as defined by income limits or presumed benefit

LMC refers to persons who earn 80 percent or less of HAMFI for the county of residence, as updated annually by HUD.

Presumed benefit LMC refers to persons who, as a category, are typically low income. This includes:

- Seniors
- Persons with a disability (must meet the Bureau of the Census' Current Population Report's definition of "severely disabled")
- Homeless persons
- Abused children and battered spouses
- Illiterate adults
- Persons living with acquired immunodeficiency syndrome (AIDS)
- Migrant farmworkers

###### 2. LMI Area (LMA), as defined by census tracts and block groups.

- LMA eligibility is based on the American Community Survey using Census Geographies.
- At least 51 percent of households in the area must be earning at 80 percent or below HAMFI to meet LMA.

- Must be contiguous – the area must be a solid area, without certain streets or buildings being excluded, and the area should be mapped to show eligibility. If a service area is not contiguous it will be determined to be a separate Activity and will need a separate application.
- Activity must be a public benefit for the area, for example, the construction of a facility to be used for testing, diagnosis, or treatment of infectious disease.

LMA eligibility should be determined from the map application at HUD's Low-and Moderate-Income Summary Data Application page. Instructions for HUD's mapping application can be found at this link:

<https://hud.maps.arcgis.com/apps/webappviewer/index.html?id=ffd0597e8af24f88b501b7e7f326bedd>

3. LMI Housing (LMH), as defined by household income limits

- Households earning 80 percent or less of HAMFI.

4. LMI Job Creation or Retention (LMJ) Activities

- LMJ is based on the number of full-time equivalent jobs created or retained.
- Must create or retain jobs, and 51 percent of those jobs must be for LMI persons.
- To meet the public benefit requirements for LMJ Activities, for every \$35,000 spent (including Activity delivery), one full-time equivalent job must be created or retained.

B. Urgent Need National Objective

Urgent Need is a National Objective that is available for instances where the existing conditions in a community:

- Pose a serious and immediate threat to the health or welfare of the community.
- Are of recent origin or recently became urgent.
- The applicant is unable to finance the Activity.
- Other resources of funding are not available to carry out the Activity.

The availability of Urgent Need as a National Objective depends on the overall LMI performance of the state. The state may only offer Urgent Need in the margin above the statutory 70 percent LMI requirement. As a result, Urgent Need will not be a default National Objective and may only be designated on a case-by-case basis.

**Applicants that have no option but to use Urgent Need must contact the Department to discuss how to prepare and submit their application.**

Please note that if HUD should provide waivers of the 70 percent LMI requirement or other guidance that will allow for greater utilization of Urgent Need, the Department may make changes to the program allocation process to incorporate Urgent Need as a default National Objective without amending this NOFA. Applicants will be notified of any such changes via email.

## **V. Eligible applications**

Applicants must meet the following requirements when the application is submitted to be eligible to apply for funding under this NOFA:

### **A. Eligible jurisdictions**

Any California city or county is eligible to apply for CDBG-CV1 funding except a city or county that participates in the HUD-administered CDBG Entitlement program either as a direct entitlement, or as part of an Urban County consortium.

Incorporated cities located in an Urban County as defined by 42 U.S.C. 5302(a)(6) must formally elect to be excluded from participation in the Urban County entitlement status.

HUD must be notified that the city has elected to be excluded from the Urban County participation as per 24 CFR 570.307(g) for it to be eligible for the state administered CDBG program, including CDBG-CV1 funding. Eligible Applicants may use the following approaches. Only eligible Activities from eligible Applicants will be reviewed.

1. An eligible Applicant may apply on its own behalf.
2. An eligible Applicant may apply on behalf of one or more other eligible Applicants. An application on behalf of one or more other eligible applications will need to include a Memorandum of Understanding (MOU), or similar formal agreement, fully executed by all parties of the application, that clearly identifies the lead Applicant and that details the roles, responsibilities, and requirements for each party. The agreement must be enforceable.
3. Two or more eligible Applicants, which share a program, may submit a joint application. A joint application must include a MOU, or similar formal agreement, fully executed by all parties of the application, that clearly identifies the lead Applicant and that details the roles, responsibilities, and requirements for each party. The agreement must be enforceable. Only one Applicant in a joint application may be designated as the lead agency and will have the lead responsibility for administering the Standard Agreement, financial management, and Activity reporting.

**B. Financial Management Compliance (2 CFR Part 200)**

The Applicant must demonstrate to the satisfaction of the Department that it is in compliance with the financial management requirements at 2 CFR §200, et seq., including the single audit requirements of 2 CFR §200.501.

**C. Good standing**

The Applicant, and any co-Applicant, together with the respective affiliates, must be in good standing with the Department (*i.e.*, are current on all loan and/or grant obligations, have a satisfactory past performance history in all of their prior dealings with the Department, and are in full compliance with all Department contracts and reporting requirements). Applicants not meeting the foregoing requirements shall include with their application evidence that they are actively working with the Department to resolve any issue.

**D. Federal debarment**

Pursuant to 24 CFR Part 5, all CDBG-CV1 Applicants are required to verify they and their principals, or any/all persons, contractors, consultants, businesses, sub-recipients, etc., that will be conducting business with the Applicant as part of the Activity are not presently debarred, proposed for debarment, suspended, declared ineligible, or voluntarily excluded from participation in the covered transaction or in any proposal submitted in connection with the covered transaction.

The Department will not award any CDBG-CV1 funds to Applicants that are debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from participation from federally assisted programs, or that are proposing to partner, contract, or otherwise fund Activities through an organization that is debarred, suspended, proposed for debarment, or otherwise ineligible from participation in federally assisted programs. Applicants are responsible for providing proof that all program partners, subrecipients, contractors, and any other program participants, current or future, are not debarred. Applicants must provide proof from the federal System for Award Management that the Applicant, all application partners, and any subrecipients, developers, consultants, and contractors that are or may be participating in the application, the potential administration of the award, or the potential implementation of the Activity, are not debarred. Applicants are not required to run debarment checks against individual employees. If the Applicant has not yet procured the contractor or identified a subrecipient for a specific Activity, the Applicant will be required to check for debarment prior to executing a contract or agreement for that Activity and shall include proof of debarment evaluation in the Activity file.

**E. Restrictions on multiple Activities in the same political districts**

Applications for eligible Activities outside the Applicant's jurisdiction must include a legally binding agreement, acceptable to the Department, with the city or county in which the eligible Activity is located. Applicants may not apply to both the state administered CDBG program (including CDBG-CV1) and to a CDBG program

administered by an Urban County or other entitlement entity during the same program year.

## VI. **Funding and Activity limits.**

### **IMPORTANT NOTE:**

All applications must be submitted through the Department's online Grants Network portal via <https://portal.ecivis.com/#/login>; no hard copies will be accepted. Jurisdictions will submit **one application per Activity**. Each jurisdiction **can submit up to three (3) applications** during this NOFA cycle. Each Activity must have a unique application with a complete budget, National Objective, scope of work, and milestone timeline. There will be no "combo" Activities or applications accepted in this NOFA cycle. Each Activity, both projects and programs, is stand-alone with a separate budget and scope of work. General Administration should be budgeted for each Activity up to 17 percent of the total Activity budget. HUD allows a total of 20 percent of funding to be used for planning and administration. HUD limits the state to 3 percent, which allows up to 17 percent for local jurisdictions. The Department is not proposing to allocate any funding for planning only Activities, which will allow local jurisdictions to access the full administration balance. Each Activity will have a stand-alone Standard Agreement for that Activity. Applicants are encouraged to review the attached draft Standard Agreement as a sample of the applicable terms and conditions.

- Funds from this NOFA cycle will be available to eligible Applicants via allocation through a simplified application (See Appendix A for final jurisdiction allocations).
- Maximum total grant amount limits are the allocation for your jurisdiction. Program income is not included in the allocation amounts. Total Activity budgets may exceed the award limits if program income is included in the Activity application. Note that program income included in a CDBG-CV1 application will be required to meet the same performance terms, duplication of benefits, and expenditure period for the CDBG-CV1 funds.
- Milestones: All CDBG-CV1 funded Activities must be implemented according to the milestones defined in the Standard Agreement. Applicants must include at least two milestones per Activity application – a milestone for Activity initiation and a milestone for Activity closeout. Additional milestones are optional, though encouraged for best practice Activity implementation.

## VII. **Program administrative costs**

Grantees will be allowed to use a total of 17 percent of their allocation for program administration costs. Costs incurred in COVID-19 response prior to the allocation may be eligible for reimbursement as per the CARES Act. Applicants will be asked to identify pre-agreement costs as part of the simplified application.

## **VIII. Pre-agreement costs**

Costs incurred in COVID-19 response prior to allocation may be eligible for reimbursement as per the CARES Act. Applicants will be required to identify pre-agreement costs. Pre-agreement costs not identified as part of the application budget will not be eligible for reimbursement. See the attached sample Standard Agreement for pre-agreement cost reimbursement terms.

## **IX. Threshold requirements**

- A city or county must be a non-entitlement jurisdiction and must not currently be party to an Urban County Agreement or participate in, or be eligible to participate in, the HUD-administered CDBG Entitlement program.
- The Activity applied for must be an eligible Activity as defined by 24 CFR §§ 570.201-203 and the CARES Act.
- The Activity must meet a CDBG National Objective as defined by 24 CFR §570.483.
- The Applicant must provide the Department with its most recent single audit, if applicable. If the Applicant has open single audit findings and does not have a plan or agreement to remediate those findings, the Applicant will be deemed ineligible for CDBG-CV1 funding through the state administered CDBG program until the findings are resolved or a remediation plan or agreement is established.
- Pursuant to 24 CFR § 570.486, applications must follow CDBG Public Participation regulations as identified in the state's updated Citizen Participation Requirements for Federal Programs, Plans, and Reports. Applicants will be expected to provide opportunities for virtual meetings that include opportunities for the public to pose questions about the program and receive answers. Applicants will also be expected to meet noticing and public information requirements for the program as per federal regulations and the Citizen Participation Requirements.
- As per HSC § 50829, the Applicant must submit a draft and adopted Housing Element to the Department in accordance with the requirements listed in Government Code (GC) § 65580 et seq., most specifically GC § 65585. Applicants must demonstrate compliance with HSC § 50829 with documented proof at the time of application submittal. Documented proof includes, at a minimum, correspondence, resolutions or email verification from the Department. Failure to comply with the procedural requirements (i.e., GC § 65585) of Housing Element Law will invalidate the application for this NOFA and the Applicant will be deemed ineligible for funding through the state administered CDBG program, including CDBG-CV1 funding, until the Applicant has met procedural requirements. Applicants triggering the provision of HSC § 50830 must meet and document all pertinent requirements. See Appendix A for information on Housing Element status. For additional information and assistance, please contact Paul McDougall at paul.mcdougall@hcd.ca.gov.

- The Applicant must be in good standing with the Department as defined in Section V of this NOFA.
- The Applicant must demonstrate compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 relocation requirements, as applicable.
- The Applicant must demonstrate compliance with Article XXXIV, as applicable.
- To reduce delays in the application review, award, and contracting processes, Applicants are required to use the Department's *Sample Resolution of the Governing Body*. For reference, please see Appendix D.

## **X. Applications**

### **A. Application webinar**

The Department will hold a NOFA workshop webinar on June 24, 2020. Please visit the Department's website at <https://www.hcd.ca.gov/grants-funding/active-funding/cdbg.shtml> to register.

Applicants are also strongly encouraged to review available webinars and training materials on the CDBG program in general, the CDBG Redesign, using the Grants Network portal, and preparing a CDBG program application in the Grants Network portal.

### **B. Application submission**

Applicants **must** follow instructions in both this NOFA and the online application. Failure to follow instructions will result in disqualification, and applications will be returned to draft status for correction and re-submittal.

The CDBG-CV1 application and all required attachments must be submitted to the Department through the Grants Network portal located at <https://portal.ecivis.com/#/login>. Applications must include all required information to be submitted. Applicants must certify that all information is true and complete to the best of their knowledge, under penalty of perjury.

Applicants that do not have an account with the Grants Network portal should log into the <https://portal.ecivis.com/#/login>. Use the "Create an account" option to initiate a profile.

Applications must meet all threshold and eligibility requirements upon submission. It is the Applicant's responsibility to ensure that the submitted application is clear, complete, and accurate. Department staff may request clarifying information and may request that applications be revised and resubmitted to help address eligibility and threshold issues prior to approving applications and issuing awards.

**C. Disclosure of application**

Information provided in the application will become public record available for review by the public pursuant to the California Public Records Act (PRA) (GC § 6250 et seq.). As such, the Department may disclose any materials provided by the Applicant to any person making a request under the PRA. The Department cautions Applicants to use discretion in providing information not specifically requested, including, but not limited to, bank account numbers, personal phone numbers, home addresses, or other personally identifiable information. By providing this information to the Department, the Applicant is waiving any claims of confidentiality, and consents to the Department's disclosure of the Applicant's material upon receipt of a PRA request.

**XI. Application review, approval and commitment process**

**A. Application review**

All applications are required to pass threshold requirements. Failure to meet threshold will result in immediate disqualification. Applications that do not meet threshold will not be further reviewed and will be returned to a draft status for Applicant revisions.

All applications will be reviewed for Activity eligibility. Activities that do not meet program eligibility will be disqualified, and the application will be returned to a draft status for Applicant revisions.

**B. Recommendations**

The Department will review applications and make award recommendations according to the above criteria. Applicants that are recommended for awards will be contacted and provided with an opportunity to update project schedules or other date-dependent data that may have aged during the application review period. Applicants will officially be notified of awards through the Grants Network portal. Applicants should ensure that the appropriate contact information is included in applicant profiles to facilitate notifications of awards and requests for changes. The award notification will include instructions for accepting or declining the award, as well as an executable Standard Agreement. Applicants that are not recommended for awards will be notified through the Grants Network portal that their application has been returned to draft status for Applicant revision, as applicable.

**C. Standard Agreements**

Successful Applicants (Grantees) will enter into a Standard Agreement with the Department. A draft sample is included as Appendix K of this NOFA. The Standard Agreement contains all the relevant state and federal requirements, Activity performance and management requirements, and disbursement requirements. A condition of award will be that a Standard Agreement must be executed by the Grantee within 30 days (contracting period) of the Grantee's receipt of the Standard Agreement(s). Failure to execute and return the Standard Agreement(s) to the

Department within the contracting period will result in award cancellation. Award cancellations are final.

## **XII. Awards announcement and grant implementation**

The Department anticipates awards will be announced as applications are approved for funding.

## **XIII. Federal program requirements**

### **A. Cross-cutting requirements**

The CDBG-CV1 funding is administered under the general rules and regulations promulgated primarily in 24 CFR § 570.600, et seq. These primary regulations are known as the federal cross-cutting requirements and form the basis of the programmatic requirements. The Department incorporates all federal cross-cutting requirements into the state administered CDBG program, and the regulations in Part 570 are translated into required actions on the part of all Grantees of the state administered CDBG program, including CDBG-CV1 funds.

This following is a summary of the federal cross-cutting requirements:

1. Environmental Standards (based on the National Environmental Policy Act of 1969 [NEPA])
2. Labor Standards (Davis-Bacon and related laws)
3. Achieving a HUD National Objective
4. Public participation requirements
5. Fair Housing and Affirmatively Furthering Fair Housing
6. Equal Opportunity and Non-Discrimination in federal Grant Programs
7. Federal Procurement Guidelines
8. National Flood Insurance Program compliance
9. Relocation and displacement requirements
10. Employment and Contracting Opportunities Section 3 compliance
11. Lead-based paint requirements
12. No use of debarred, ineligible, or suspended contractors or sub-recipients
13. Uniform Administrative Requirements and Cost Principles
14. Conflict of interest prohibitions
15. Compliance with the Architectural Barriers Act and the Americans with Disabilities Act
16. Compliance with Eligibility Restrictions for certain resident aliens
17. Federal reporting requirements
18. Grant and subrecipient monitoring requirements

**B. Relocation Plan requirement**

Applicants engaging in project-specific Activities that may or will cause the temporary or permanent relocation and displacement of persons, property, or businesses must provide a project-specific relocation plan as part of the application. The plan must meet the standards established in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA). Applicants must successfully demonstrate that they have met URA requirements prior to the start of the project or displacement Activity. Applicants should include relocation costs in project budgets.

Applicants must provide General Information Notices to persons who may be displaced if the Activity in the grant application is funded. This plan must outline how the Grantee will enforce and manage the project's temporary relocation and displacement Activities and estimate what relocation benefits will be required so those costs can be included in the project's development budget.

**C. Article XXXIV compliance**

Applicants engaging in low-income housing project Activities that are subject to Article XXXIV of the California Constitution must show that the project approval process complies with Article XXXIV requirements as defined in the California Constitution, California state statutes, and applicable case law. The state statutes implementing Article XXXIV can be found at [HSC § 37000, et seq.](#)

**D. Procurement**

Pursuant to [24 CFR §570.489\(g\)](#), all Grantees must comply with federal procurement requirements. The Department will review the Grantee's procurement documents for services (i.e., administrative sub-contractor, Davis-Bacon Act consultant, etc.) at time of monitoring.

Requirements for federal procurement can be found at [2 CFR §200.317-326](#). Applicants are responsible for meeting all federal procurement standards for goods and services funded through federal programs. Failure to meet procurement requirements may result in disqualification, recapture of federal funds, and debarment.

**E. Certifications and Statement of Assurances**

Applicants must sign and submit the Certifications and Statement of Assurances (Appendix J) with their application to meet threshold. Please review the Statement and confirm compliance with each requirement. Failure to comply with the certifications and assurances may result in disqualification, recapture of federal funds, and debarment.

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Please contact the Department's Division of Housing Policy Development with questions and current status at (916) 263-2911.

**APPENDIX E - CDBG-CV1 NOFA****IDIS Matrix- CDBG Eligibility Activity Codes and National Objectives**

Matrix Code Key - National Objective Codes (N = Not Allowed)

Code	Eligible Activity	LMA	LMC	LMH	LMJ	URG
01	Acquisition of Property - 570.201(a)					
03B	Facility for Persons with Disabilities	N		N		
03C	Homeless Facilities (not operating costs)	N		N		
03P	Health Facilities			N		
03T	Operating Costs Homeless/AIDS Patients	N		N	N	
05A	Senior Services	N		N	N	
05B	Services for Persons with Disabilities	N		N	N	
05C	Legal Services			N	N	
05D	Youth Services	N		N	N	
05F	Substance Abuse Services			N	N	
05G	Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking	N		N	N	
05H	Employment Training			N	N	
05J	Fair Housing Activities-Subj.to Pub.Serv.Cap			N	N	
05K	Tenant/Landlord Counseling	N		N	N	
05L	Child Care Services	N		N	N	
05M	Health Services			N	N	
05N	Abused and Neglected Children	N		N	N	
05O	Mental Health Services			N	N	
05Q	Subsistence Payments	N		N	N	
05S	Rental Housing Subsidies	N	N		N	
05T	Security Deposits	N	N		N	
05U	Housing Counseling Only, under 24 CFR 5.100	N	N		N	N
05W	Food Banks			N	N	
05X	Housing information and referral services	N			N	N
06	Interim Assistance		N	N	N	
08	Relocation					
09	Rental Income Loss					
14B	Rehab; Multi-Unit Residential	N	N		N	
14G	Acquisition for Rehabilitation	N	N		N	
14H	Rehabilitation Administration					
14I	Lead-Based Paint Abatement	N	N		N	
18A	ED Assistance to For-Profits		N	N		
18B	Economic Development: Technical Assistance		N	N		
18C	Micro-Enterprise Assist.			N		
21A	General Program Admin. - 570.206	N	N	N	N	N
21H	CDBG Funding of HOME Admin.	N	N	N	N	N

**EXHIBIT A**

**ATTACHMENT 'C'**

**AUTHORITY, PURPOSE AND SCOPE OF WORK**

**1. Authority & Purpose**

This Standard Agreement (hereinafter "Agreement") will provide official notification of the conditional reservation of funds under the State of California's administration of the new federal funding for Community Development Block Grant Program for non-entitlement jurisdictions (hereinafter, "CDBG-CV" or the "Program") by the Department of Housing and Community Development (hereinafter the "Department") pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act (Public Law No: 116-136), and the provisions of 42 U.S. Code (U.S.C.) 5301, et seq., 24 Code of Federal Regulations (CFR) Part 570, Subpart I, California Health and Safety Code Section 50825, et seq., the California State CDBG Program Guidelines in effect as of October 15, 2019, and, all as may be amended from time to time. In accepting this conditional reservation of funds by executing this Agreement, the Grantee agrees to comply with the terms and conditions of this Agreement, the Notice of Funding Availability (NOFA) under which the Grantee agrees to comply with the terms and conditions of this Agreement, the Notice of Funding Availability (NOFA) under which the Grantee applied, as identified in this document footer, the representations contained in the Grantee's application (the "Application") for this funding allocation, which is incorporated herein by reference and is included as a summary in Exhibit E, and the requirements of the authorities cited above. For activities funded outside of a NOFA, including activities funded through Program Income, and activities funded through Urgent Need, the Grantee agrees to comply with the terms and conditions of this Agreement, the representations contained in the Grantee's Application for activity funding, which is incorporated herein by reference and is included as a summary in Exhibit E, and the requirements of the authorities cited above. Any changes made to the submitted and awarded Application after this Agreement is executed must receive prior written approval from the Department. For purposes of this Agreement, use of the term "Grantee" shall be a reference to "Contractor".

**2. Scope of Work**

- A. The Grantee shall perform the funded activities described in the Scope of Work (Work), including applicable National Objectives as represented in Exhibit E Sections I through IV, and the Application which is on file with the Department and which is incorporated herein by reference. All written materials or alterations submitted as addenda to the original Application and which are approved in

Program Name: Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1)

NOFA Date: 06/04/2020

Approved Date: 8/12/2020

Prep. Date:

## EXHIBIT A

writing by the Department are hereby incorporated as part of the Application. The Department reserves the right to require the Grantee to modify any or all parts of the Application in order to comply with CDBG-CV requirements. The Department reserves the right to monitor all Work to be performed by the Grantee, its contractors, and subgrantees in relation to this Agreement. Any proposed revision to the Scope of Work must be submitted in writing for review and approval by the Department and may require an amendment to this Agreement. Approval shall not be presumed unless such approval is made by the Department in writing.

- B. For the purposes of performing the Scope of Work, the Department agrees to provide the amount(s) identified in Exhibit B, and as detailed in Exhibit E, Section VI, and Budget Worksheet. Unless amended in writing, the Department shall not be liable for any costs in excess of the total approved budget. The Department shall not, under any conditions, be liable for any unauthorized or ineligible costs or activities.
- C. Except for General Program Administration, grant activity(ies) must the Benefit to Low/Moderate Income Persons or Households CDBG National Objectives

### 3. Duplication of Benefits (DOB)

The Sub recipient must report all funds obtained by the Project owner from any source from the date of the disaster until the date of the Project application. Additionally, the Department, in coordination with the Sub recipient, will perform a check for DOB prior to issuing an award to ensure that duplicative assistance is not provided for multifamily housing. The Department also reserves the right to require that the Sub recipient perform additional DOB checks throughout the course of the Project's period/performance, up to and through the closeout of each Project, to ensure there is no duplicative assistance throughout the course of the Project.

Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) prohibits federal agencies from providing assistance to any "person, business concern, or other entity" for any loss to which the entity has already received financial assistance from another source (42 USC § 5155(a)). The Federal Register Notice, published November 16, 2011 (Docket No. FR-5582-N-01), requires adequate policies and procedures in place to prevent a duplication of benefit and the recapture of funds, if necessary.

Program Name: Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1)

NOFA Date: 06/04/2020

Approved Date: 8/12/2020

Prep. Date:

## EXHIBIT A

The Sub recipient agrees to repay to the Department any assistance later received for the same purpose as the CDBG-DR funds and that exceeds the total need for the particular recovery purpose.

Warning: Any person who knowingly makes a false claim or statement to HUD may be subject to civil or criminal penalties under 18 U.S.C. 287, 1001 and 31 U.S.C. 3729.

### 4. Effective Date and Commencement of Work

- A. This Agreement is effective upon approval by the Department as evidenced by the Department representative's signature on page one of the fully executed Standard Agreement, STD 213.
- B. The CDBG-CV Grantee agrees that no Work toward the implementation of the project activity or program activity, as identified in Exhibit E, Section I through IV, shall commence without prior written authorization from the Department prior to the execution of this Agreement by the Department.

### 5. Term of Agreement and Performance Milestones

- A. Term of Agreement: With the exception of the Grant Closing Requirements set forth in Exhibit B, Section 6, the Grantee shall complete the grant activity and/or activities on or before 12 months (one (1) year) from the Department's execution date identified on the STD 213 of this Standard Agreement. Any extensions beyond the 12 months will require the Department's approval and a contract amendment.
- B. Expenditure Deadline: All Program funds shall be expended no later than 12 months (one (1) year) from the final Department execution date of this Agreement as identified on the STD 213. All requests for funds must be submitted prior to the Expenditure Deadline.

#### 1) Reporting Deadlines:

- a) All activities except activities in support of new housing construction and activities in support of economic development must report final beneficiaries no later than thirty (30) days after the expiration of the Expenditure Deadline. Extensions for final reporting must be approved in writing by the Department.

Program Name: Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1)

NOFA Date: 06/04/2020

Approved Date: 8/12/2020

Prep. Date:

## EXHIBIT A

- b) For activities in support of new housing construction and economic development where housing units or jobs are dependent on off-site infrastructure development, the activity shall have an extended reporting term of two years (24 months) from the expenditure deadline to complete reporting of units constructed and occupied or jobs created or retained. Activities that do not meet the reporting deadline will be deemed ineligible and the Grantee will be required to repay all grant funds expended on the activity.
- C. Milestones: Grantee shall timely adhere to project milestones as established in Exhibit E, Section V.
  - 1) Failure to Meet Milestones:
    - a) Failure to meet the first milestone identified in Exhibit E, Section V, is a material breach and will result in a for-cause termination of this Agreement. All funds, including program income, reimbursed for this activity prior to the termination shall be returned to the Department no less than thirty (30) days from the written notification of termination.
    - b) Failure to meet any given subsequent milestones identified in Exhibit E, Section V, may result in loss of program eligibility and will restrict the Grantee from applying for additional CDBG funding until the activity is corrected and put back on schedule, or the activity is completed, or the activity is canceled.
  - 2) Any milestone or deadline except the first milestone, the final activity report milestone, and the expenditure deadline may be revised administratively with the approval of the Department without incurring penalty, provided the revision request is received in advance of the original milestone due date.

## D. Scope of Work Revisions and Amendments

- 1) Contract Revisions: Adjustments to the Scope of Work that do not require an increase or reduction of activity scope, a change in National Objective, or a change in the type of beneficiaries assisted may be completed as a Contract Revision. Contract Revisions must be approved by the

Program Name: Community Development Block Grant Coronavirus Response Round 1  
(CDBG-CV1)

NOFA Date: 06/04/2020

Approved Date: 8/12/2020

Prep. Date:

## EXHIBIT A

Department prior to implementation. If approved, contract revisions shall automatically be deemed a part of, and incorporated into, this Agreement. Approval shall be provided either through the online grant management system, or in writing, as appropriate. Contract Revisions shall include but not be limited to:

- a) Adjustments that itemize the scope of work, revise milestone deadlines, except for first and last milestones, and change the scope of work in a manner that does not change the overall budget, National Objective, or change type or reduce count of estimated beneficiaries.
- b) Adjustments that increase the estimated number of beneficiaries without increasing or decreasing the scope of work and without changing the overall budget.

2) Contract Amendments: Adjustments to the Scope of Work that require an increase or a reduced scope of work, that change the National Objective, or that change the type or reduces the number of beneficiaries assisted shall require a Contract Amendment. Contract Amendments must be fully executed by both the Grantee and the Department prior to implementation. Adjustments may not be implemented prior to execution unless the Department has provided written notice authorizing the Grantee to proceed. Contract Amendments shall include but not be limited to:

- a) Adjustments that either add scope beyond what was included in the original application, or that reduce scope such that the activity is materially different from the original application, or that reduce estimated beneficiary counts.
- b) Adjustments that change the scope in a manner that requires a change to awarded activity budget, including adding funds from other State CDBG funded activities, adding Program Income, and reducing funds from either State CDBG awarded funds or Program Income.

3) HUD Matrix Codes: If HUD changes an activity matrix code(s) or if there is an error in recording the activity code, the Grantee shall be notified in writing and the correction shall not require an amendment to this

Program Name: Community Development Block Grant Coronavirus Response Round 1  
(CDBG-CV1)

NOFA Date: 06/04/2020

Approved Date: 8/12/2020

Prep. Date:

## EXHIBIT A

Agreement.

### E. State CDBG Program Contract Management

- 1) Department Contract Manager: For purposes of this Agreement, the State CDBG Program Managers for the Department shall also serve as the Program Contract Managers. Written communication regarding this Agreement shall be directed to the State CDBG Program Contract Manager at the following address:

State CDBG Program Contract Manager  
Division of Financial Assistance  
Department of Housing and Community Development  
P.O. Box 952054  
Sacramento, California 94252-2054  
Phone: (916) 263-6468  
Email: [CDBG@hcd.ca.gov](mailto:CDBG@hcd.ca.gov)

- 2) Contract Management: Day-to-day administration of this Agreement shall take place through the online grant management system, including but not limited to:
  - a) Financial Reports (Funds Requests);
  - b) Activity Reports;
  - c) Semi-Annual Reports;
  - d) Annual Reports;
  - e) Submittal of any and all requested supporting documentation;
  - f) Standard Agreement Revisions (non-material contract changes); and,
  - g) Standard Agreement Amendments (material contract changes).
- 3) Grantee Contract Administrator: The Grantee's Contract Administrator (must be a Grantee employee) is identified in Exhibit E, Profile. Unless otherwise informed, any notice, report, or other communication required

Program Name: Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1)

NOFA Date: 06/04/2020

Approved Date: 8/12/2020

Prep. Date:

**EXHIBIT A**

by this Agreement shall be directed to the Grantee's Contract Administrator at the contact information identified in Exhibit E, Profile. Written communication shall be directed to the Grantee's Contract Administrator as identified in the Grantee Profile as referenced in Exhibit E.

Draft

Program Name: Community Development Block Grant Coronavirus Response Round 1  
(CDBG-CV1)  
NOFA Date: 06/04/2020  
Approved Date: 8/12/2020  
Prep. Date:



## Appendix J: CDBG-CV1 Application Certifications and Statement of Assurances

Complete and fully execute the attached CDBG-CV Application Certifications and Statement of Assurances. The executed statement must be uploaded as a threshold document in the application. The document **may not** be modified.

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**  
**DIVISION OF FINANCIAL ASSISTANCE**

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[www.hcd.ca.gov](http://www.hcd.ca.gov)

**CDBG-CV1 Application Certifications and Statement of Assurances**

The County of Plumas, hereby certifies the following:

**1. Legal Authority:**

It possesses the legal authority to apply for and execute the proposed activity(s) in the application.

**2. Application Authorization:**

Its governing body has duly adopted or passes as an official act or resolution, motion, or similar action authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the applicant's chief executive officer or other designee to act in connection with the application and to provide such additional information as may be required.

**3. Citizen Participation:**

It has or will comply with all citizen participation requirements, which include, at a minimum, the following components:

- A. Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blight areas and of areas in which CDBG funds are proposed to be used, and provides for participation of residents in low- and moderate-income neighborhoods as defined by the local jurisdiction – and
- B. Provides citizens with reasonable ADA compliant and timely access to local meetings, information, and records relating to the grantee's proposed use of funds, as required by CDBG regulations, and relating to the actual use of funds under this title – and
- C. Provides for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee – and

- D. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program. These include at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries and with accommodation for the handicapped. This shall include one public meeting during the program design, annual performance report preparation, and formal amendments. A public hearing shall be conducted prior to application submittal – and
- E. Solicits and provides for a timely written answer to written complaints and grievances, within 15 working days where practicable – and
- F. Identifies needs of limited-English speaking residents will be met in the case of public hearings where limited-English speaking residents can reasonably be expected to participate.

#### **4. National Objective:**

It has developed its CDBG Program so as to primarily benefit targeted income person and households and each activity in the program meets one of the three national objectives: benefit to low-and moderate-income persons, elimination of slums and blight, or meets an urgent community need (with prior Department approval) certified by the grantee as such.

#### **5. NEPA Environmental Review:**

It consents to assume, and hereby assumes the responsibilities for environmental review and decision-making in order to ensure timely compliance with NEPA by following the procedures for recipients of block grant funds as set forth in 24 CFR Part 58, titled "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities." Also included in this requirement is compliance with Executive Order 11988 relating to the evaluation of flood hazards, Section 102(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) regarding purchase of flood insurance, and the National Historic Preservation Act of 1966 (16 USC 470) and implementing regulations (36 CFR §800.8).

#### **6. Audit/Performance Findings:**

It certifies that the State Controller's Office (SCO) was in receipt of its complete Single Audit Package by the NOFA application due date, or certifies that is exempt from the Single Audit requirements set forth in 2 CFR Part 200.

#### **7. Growth Control:**

It certifies that there is no plan, ordinance, or other measure in effect which directly limits, by number, the building permits that may be issued for residential construction or the buildable lots which may be developed for residential purposes; or if such a plan, ordinance, or measure is in effect, it will either be rescinded before receiving funds, or it need not be rescinded because it:

- A. Imposes a moratorium on residential construction, to protect health and safety, for a specified period of time which will end when health and safety is no longer jeopardized; or
- B. Creates agricultural preserves under Chapter 7 (commencing with Section 51200) of Part 2 of Division 1 of Title 5 of the Government Code; or
- C. Was adopted pursuant to a specific requirement of a State or multi-State board, agency, department, or commission; or
- D. The applicant has an adopted housing element which the Department has found to be in compliance, unless a final order has been used by a court in which the court determined that it is not in compliance with Article 10.6 of Chapter 3 of Division 1 of Title 7 of the Government Code, commencing with section 65580.

## **8. Uniform Administrative Requirements:**

It will comply with the regulations, policies, guidelines and requirements of 2 CFR Part 200 and 24 CFR Part 85 and the CDBG Program Guidelines.

## **9. Nondiscrimination:**

It shall comply with the following regarding nondiscrimination laws and practices as may be amended from time to time:

- A. Title VI of the Civil Rights Act of 1964 (Public Law 88-352).
- B. Title VIII of the Civil Rights Act of 1968 (Public Law 90-284) as amended; and will administer all programs and activities related to housing and community development in a manner affirmatively furthering fair housing.
- C. Section 109 of the Housing and Community Development Act of 1974, as amended.
- D. Section 3 of the Housing and Urban Development Act of 1968, as amended.
- E. Executive Order 11246, as amended by Executive Orders 11375 and 12086.

- F. Executive Order 11063, as amended by Executive Order 12259.
- G. Section 504 of the Rehabilitation Act of 1973 (Public Law 93-112), as amended, and implementing regulations.
- H. The Age Discrimination Act of 1975 (Public Law 94-135).

**10. Anti-Displacement/Relocation:**

It will comply with the Federal Relocation Act (42 U.S.C. 4601 et seq.).

**11. Labor Standards:**

It will comply with the following regarding labor standards as may be amended from time to time:

- A. Section 110 of the Housing and Community Development Act of 1974, as amended.
- B. Section 1720, et seq. of the California Labor Code regarding public works labor standards.
- C. Davis-Bacon and Related Acts as amended (40 U.S.C. §276(a)) regarding the payment of prevailing wage rates.
- D. Contract Work Hours and Safety Standards Act (40 U.S.C. §3702) regarding overtime compensation.
- E. Anti-Kickback Act of 1934 (41 U.S.C. §51-58) prohibiting "kickbacks" of wages in federally assisted construction activities.

**12. Architectural Barriers:**

It will comply with the Architectural Barriers Act of 1968 (42 U.S.C. §4151 et seq.) and implementing regulations (24 CFR Parts 40-41)

**13. Conflict of Interest:**

It will enforce standards for conflicts of interest which govern the performance of their officers, employees, or agents engaged in the award and administration, in whole or in part, of State CDBG grant funds (24 CFR §570.611).

**14. Limitations on Political Activities:**

It will comply with the Hatch Act (5 U.S.C. §1501, et seq.) regarding political activity of employees.

**15. Lead-Based Paint:**

It will comply with the Lead-Based Paint Regulations (24 CFR Part 35), which prohibit the use of lead-based paint on projects funded by the program.

**16. Debarred Contractors:**

It certifies that neither the applicant or its staff are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in federal assistance programs, in any proposal submitted in connection with the CDBG program, per the Excluded Party List System located at <https://www.sam.gov/SAM/>. In addition, the applicant will not award contracts to or otherwise engage the services of any contractor while that contractor (or its principals) is debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation from the covered transaction, in any proposal submitted in connection with the CDBG program under the provisions of 24 CFR Part 24.

**17. Inspection of Grant Activities:**

It will give HUD, the Comptroller General, the State Department of Housing and Community Development, or any of their authorized representatives access to and the right to examine all records, books, papers, or documents related to the grant.

**18. Cost Recovery:**

It will not attempt to recover any capital costs of public improvements assisted in whole or part with CDBG funds by assessing any amount against properties owned and occupied by persons of low- and moderate-income including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:

- A. CDBG funds received are used to pay the proportion of such fee or assessment that relates to the capital costs of public improvements that are financed from revenue sources other than CDBG funds; or
- B. For purposes of assisting any amount against properties owned and occupied by persons of low- and moderate-income who are not persons of very low income, that it lacks sufficient funds received from CDBG Program to comply with the requirements of this clause.

**19. Procurement:**

It will follow the federal procurement policies per 24 CFR §200.317 et seq.

## 20. Excessive Force:

It will adopt and enforce policies:

- A. Prohibiting the use of excessive force by its law enforcement agencies against individuals engaged in non-violent civil rights demonstrations; and
- B. Enforcing applicable State and local law against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction.

## 21. Anti-Lobbying:

- A. It certifies and agrees that no federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

## 22. Compliance with Laws:

The jurisdiction will comply with all applicable laws, rules, and regulations governing the activities being applied for herein.

I hereby certify under penalty of perjury that all information contained in this Statement of Assurances (including all supporting documentation) is true and correct. I understand and acknowledge that making false statements on this certification, including any documents submitted in support of it, is a crime under federal and California state laws, which may result in criminal prosecution and fines.

## Gabriel Hydrick

Printed Name of Authorized Representative (per the Resolution)

Se Heil County Administrator 9/15/2020



## Appendix C: CDBG Public Participation Requirements

**The following Public Participation Requirements are Excerpted from the “Citizen Participation Requirements for Federal Programs, Plan, and Reports, updated May 10, 2020**

### **Citizen Participation Requirements for Local Governments Receiving CDBG Funds (24 CFR 91.115(e))**

The Department will ensure that units of general local government receiving CDBG funds meet the requirements for citizen participation described in 24 CFR 570.486. Local governments that fail to meet the requirements outlined below will be deemed ineligible for CDBG funding.

#### **Public Participation Targeting (24 CFR 570.486(a)(1)):**

Requires active citizen participation processes that encourage participation by targeted-income persons and by residents of neighborhoods with high concentrations of housing and community development needs. Targeting may include additional public noticing, coordination with housing authorities, public community service agencies, or non-profit service providers, public notification via bulletin board or other public notice venue, or other targeted approach.

#### **Reasonable and Timely Access (24 CFR 570.486(a)(2)):**

Requires that residents will be given reasonable and timely access to local meetings. There must be reasonable notice of the hearings and they must be held at times and accessible locations convenient to potential or actual beneficiaries, with accommodations for persons with disabilities. Public hearings will be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate.

Public notices, public hearings, and public meeting must identify a means for written comments and complaints to be submitted to the unit of local government.

Residents will also have reasonable and timely access to information and records relating to the unit of local government's proposed and actual use of CDBG funds.



## APPENDIX C

2

Records should be available through the local government's website, when appropriate, and should be available for public review on-site, and through a public records request.

### **Public Hearings During Disaster**

In the event of an unforeseen and unpreventable event that renders in-person public gatherings impossible or inadvisable, such as a natural disaster or pandemic, public hearings may be held as a virtual meeting. Meeting formats may include webinars, webcasts, telecasts, radio or audio broadcasts, or other virtual communication tools as appropriate for the meeting format. Virtual meetings must provide, at a minimum, an opportunity for the public to publicly ask questions and for the presenter or public officials to make public response. All questions and responses must be documented, either via text, such as meeting minutes or chat scripts, or recorded, or as appropriate for the meeting format. Virtual meetings must be publicly noticed, and in the event traditional noticing tools are unavailable or will not effectively reach the public, alternative public noticing efforts must be made and documented.

### **Public Information Requirements (24 CFR 570.486(a)(3)):**

Requires that residents will be provided information on the amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income); the range of activities that may be undertaken with the CDBG funds; the estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate-income persons; and the proposed CDBG activities likely to result in displacement and the local government's anti-displacement and relocation plans required under 24 CFR 570.488.

This information may be made available through a published public notice, a public presentation, the published agenda of a deciding body, written materials available at a public meeting or hearing, or other means as appropriate, and must be documented in a way that shows the information was provided to the public.

### **Technical Assistance for Low- and Moderate-Income Groups (24 CFR 570.486(a)(4)):**

Requires technical assistance to groups that are representative of persons of low- and moderate-income that request assistance in developing proposals for CDBG funded activities. This technical assistance may include, for example, maintaining a list of



## APPENDIX C

3

frequently asked questions regarding developing proposals, or hosting workshops about CDBG opportunities and requirements for interested parties.

### **Public Hearing Requirements (24 CFR 570.486(a)(5)):**

Requires that CDBG applicants hold a public hearing covering community development and housing needs, and development of proposed activities, before submission of an application to the Department. The public hearings must adhere to the guidelines identified in 24 CFR 570.486(a)(2).

CDBG applicants must adopt an executed resolution, in a form that complies with Department requirements, that authorizes the CDBG application prior to application submittal.

Requires that CDBG awardees provide for at least two public hearings, each at a different stage of the program, for the purpose of obtaining residents' views and responding to proposals and questions.

CDBG awardees must hold a second public hearing during or at completion of the CDBG funded activity. The Department recommends the second meeting be held at the completion of the activity and be used as an opportunity to describe accomplishments and close out contracts, if appropriate.

### **Grant Amendments (24 CFR 570.486(a)(6)):**

Requires CDBG awardees to give residents advance notice of, and opportunity to comment on, activities which are proposed to be added, deleted, or substantially changed from the original application to the Department. Advanced notice will be through public notice, and opportunity to comment may be at a public hearing, or through a publicly noticed public comment period on a published document or plan that details the proposed changes.

### **Complaints (24 CFR 570.486(a)(7)):**

Requires CDBG awardees to give residents the address (mailing and e-mail), phone number, and times for submitting complaints, and provide written answers to written complaints.



## Recordkeeping

The applicant shall keep a record of all public hearings and meetings. The record should contain copies of the public notices, minutes of the hearings documenting that the contents of the notice were discussed at the hearing, a list of attendees and a summary of comments. If no comments were received, that should be noted in the record. We recommend reading the contents of the Notice into the minutes to ensure that all items are discussed. Attendees are not required to sign a sign-in sheet, but the file should show that a list was made available for sign-in at the start of the hearing. If attendees were present but did not sign-in or if no one attended, the file should so indicate.

## Decisions Regarding Application Content/Grievances and Complaints

The local governing body has the sole discretion of deciding the contents of an application for funding. Any allegations made by any resident of the community that the procedural or legal requirements of the program are being violated should be thoroughly investigated. Any written complaints and grievances must receive a written response within 15 days where practicable.

## Sample Notices

Sample public notices for use at the application design stage and the application submittal stage are given below. Copies of the affidavits of publication (or if posted, copies must be certified by city/county clerk) must be included in the application.

## Limited English Proficiency (LEP) Requirements

Both Title VI of the Civil Rights Act of 1964 and Executive Order 13166 require that persons with limited English proficiency (LEP) have access to programs and operations assisted through federal funding, including public participation and outreach efforts. The below is to provide additional information about LEP requirements. Applicants must show that they are addressing LEP needs.

### Final Notice on LEP and Frequently Asked Questions from HUD's FHEO Headquarters

The Fair Housing and Employment Office (FHEO) have already been making Title VI findings of non-compliance for many years if:

- A. Program shows under-representation of protected class/es likely to include LEP persons;



## APPENDIX C

5

- B. Recipient cannot show effective outreach and marketing to LEP persons; and/or,
- C. Recipient cannot demonstrate policies to accommodate LEP persons.

### Programs to which LEP Guidelines Apply

The LEP guideline apply to any program to which federal financial assistance to HUD is applied, including:

- A. Public and Indian Housing (PIH): Low-Income Public Housing, voucher, project-based, homeownership, moving to work, etc.
- B. CPD: CDBG, HOME, ESG, McKinney, etc.
- C. Housing: project-based Section 8, mod, rehab, etc.

### What the LEP Guidelines Require of Recipients

The LEP Guidelines require recipients to:

- A. Determine if there are LEP persons in the service area(s);
- B. Devise a plan for oral interpretation & written translations based upon four-factor analysis in:
  - a. Outreach
  - b. Conduct of day-to-day activities
- C. Take necessary and reasonable steps to make sure LEP persons have access to information and resources.

### Four-Factor Analysis of Needs

Factor 1: Identify the number / proportion of LEP persons in the service area:

- A. The more LEP persons, the greater the need.
- B. NOT who speaks other languages, but who speaks English less than well or not at all.
- C. Data Source: US Census / American Factfinder2 Table QT-P17 or SF 3/DP2 or B16001.

Factor 2: Analyze frequency of contact

- A. The more frequent the contact, the greater the apparent need.
- B. Anticipate that increased outreach may result in increased frequency of contact and higher overall participation by LEP persons.

Factor 3: Analyze importance of contact

- A. The more important the contact, the greater the need.
- B. Compulsory participation = high importance.



## APPENDIX C

6

- C. Identification of vital documents (documents that if not translated could result in denial of benefits / exclusion from program even if unintended).

### Factor 4: Weighing of cost vs. resources vs. benefits

- A. Consider sharing resources with other recipients.
- B. Consider industry best practices.
- C. Consider that HUD documents are already translated.

### Oral Interpretation

- A. Oral interpretation is always a requirement.
- B. Recipient must have a plan for communicating with applicant/participant if he/she is unable to communicate effectively in English.
- C. Language cards to allow identification of language spoken.
- D. Resources such as language line, use of staff.
- E. Never: "If you need a translator, bring your own."

### Written Translations

- A. Guidelines establish "safe harbor of presumptive compliance" if a four-factor analysis of needs establishes:
  1. Less than 1,000 persons LEP in one language within service area – translation required.
  2. Less than five percent of population LEP in one language (at least 50) = translation required.
  3. Disclaimer on translated documents: "provided for information only."

### Language Assistance Plan

- A. Identifies groups who need language assistance.
- B. States how agency will provide language services (translation plan).
- C. Train staff on plan.
- D. Public notice of plan.
- E. Self-assessment & monitoring of plan's effectiveness.

[Docket No. FR-6218-N-01]

Notice of Program Rules, Waivers, and Alternative Requirements

Under the CARES Act for Community Development Block Grant Program Coronavirus Response Grants, Fiscal Year 2019 and

2020 Community Development Block Grants, and for Other Formula Programs

## HIGHLIGHTS

1. Cross cutting requirements ineligible for waivers: Fair housing, nondiscrimination, labor standards, and the environment (p. 5)
2. Tranche 3 factors: formula devised by HUD Secretary prioritizing risk of transmission of coronavirus, number of coronavirus cases compared to national average and economic and housing market disruptions resulting from coronavirus (p. 7)
3. Citizen participation – virtual hearings must include public access to all questions and responses and provide timely response from officials, encourage participation of all residents, elderly minorities, persons with LEP, persons with disabilities (p. 14)
4. State's adopted expedited citizen participation procedures flow to non-entitlement govts. in that state. (p. 16)
5. Planning waivers for expedited citizen participation are extended to all 2019 and 2020 program years for all programs (HOPWA, HOME, HTF, ESG) for consistency (p. 19)
6. Waives Strategic Plan Consistency requirements for substantial amendments – waiver until next Consolidated Plan (2024 for CA) (p. 20-21)
7. Urban County Grandfather Clause – Jurisdictions that are part of the Urban County when CDBG-CV funds were released will have their CV funds as part of the Urban County for the duration of the CDBG-CV grant – through CV3 (p. 22)
8. Costs prior to January 21, 2020 are not eligible for reimbursement (p. 25)
9. **An environmental review is required prior to committing funds (executing a Standard Agreement) to reimbursing pre-agreement costs, including costs incurred prior to CARES Act. A grantee must execute a Standard Agreement to be reimbursed for pre-agreement costs (p. 26)**
10. The environmental review must meet all requirements at 24 CFR 58 and must demonstrate that there was no environmental harm committed in order to have pre-agreement/pre-CARES Act funds be eligible for reimbursement (p.27)
11. [https://www.law.cornell.edu/cfr/text/24/appendix-A\\_to\\_part\\_570](https://www.law.cornell.edu/cfr/text/24/appendix-A_to_part_570) applies to all CDBG-CV funds intended for economic development (6 underwriting standards) (p. 29)
12. Urgent Need – must certify that the activity is 1. designed to alleviate existing conditions, 2. those conditions pose a serious and immediate threat to the health or welfare of the community and are of recent origin or recently became urgent, 3. the grantee or UGLG is unable to finance the activity on its own, and that other sources of funds are not available. These factors must be certified by the UGLG and require a formal state determination (p. 30)
13. Urgent Need compliance requirements are in pages 31-32
14. Presumed LMI benefit standards for business districts is standardized from the higher 30% poverty rate requirements to the 20% poverty rate requirements (p. 33)
15. LMI for job creation and retention records – grantees may consider individuals that apply for or hold jobs to be members of one-person families for CV activities (waiver for requiring household income for purposes of job creation/retention): grantees may substitute records showing the type of job and annual wages/salary in lieu of family size and income records to document that the jobs is held/retained by a LMI person. HUD will consider the person income qualified if the

HIGHLIGHTS

annual wages or salary of the job is equal to or less than the 80% HAMFI limit for one person as set by HUD. Grantees may work with businesses instead of individuals/households for this documentation (p. 34)

16. CV funds are subject to the requirement that 70% of funds must be used for LMI activities. CV LMI requirements may be calculated independent of annual formula CDBG funds (p. 35)
17. Waiver of the aggregate public benefit test for Economic Development activities (previously \$35k per job) (p. 36)
18. Modification of individual public benefit standards for Economic Development: \$85k per job or \$1,700 per LMI person for area benefit goods and services (p. 37)
19. Grantees must **clearly document** that CV funds are being used to prevent, prepare for, and respond to coronavirus. HUD is not limiting eligible activities from those allowed by fed statute and regulation (p. 38)
20. Emergency payments (subsistence payments) with CDBG-CV funds may be paid for up to six months (p. 39)
21. Emergency payments (subsistence payments) may include food, clothing, housing, or utilities, but must be paid directly to the provider and may not include direct income to the household, including debit cards or similar, grantees must document in their policies and procedures how they will determine the amount of assistance to be provided is necessary and reasonable (p. 40)
22. Personal property and equipment and supplies purchases are ineligible with the exception of when such items are all or part of a public services (p. 43)
23. There are no default waivers or exemptions from 2 CFR 200. (p. 43-44)
24. CV program income will be treated the same as annual formula program income (p. 44)
25. CDBG-CV may not be used for float funded activities (p. 45)
26. States may provide direct assistance (p. 45)
27. States that decide to provide direct assistance must have a non-entitlement set-aside at least equal to CV1 allocation (p. 46)
28. States may carry out activities in tribal areas with consent of the Tribe with jurisdiction over the area (p. 46)
29. State administrative match is waived (p. 51)
30. State may use up to 7% of award for administration and technical assistance (5% admin, and 2% TA) however there is no \$100,000 direct admin (p. 51)
31. Planning and Admin (including State and UGLG) may not exceed 20% of the total CV award (p.51)
32. CV funds may not pay for administration of other CDBG program activities. (p. 51-52)
33. Grantees may adopt emergency procurement requirements to expedite procurements (p. 52)
34. Davis Bacon will apply retroactively to projects that are started prior to the award of CDBG-CV funds to that project (p. 55)

**HIGHLIGHTS**

35. 6-year period for performance – all CV funds must be expended (including future allocations) and all accomplishments/National Objectives must be met and documented (p. 57)
36. 80% of funds (including future allocations) must be fully expended within the first three years of the award (deadline for CA will be June 25, 2023) **if the 80% requirement is not met, HUD will recapture CV funds to meet the 80% standard** (p. 57)
37. CDBG-CV funds are not included in annual timeliness requirements, but CDBG-CV PI will be included in timeliness standards (p. 58)
38. CDBG-CV awards have the same reporting requirements as CDBG allocation awards (p. 60)
39. CARES Act requires quarterly reporting on expenditures and accomplishments for every grantee with more than \$150,000 in CARES Act funding. The format for these reports is still under development (p. 60)
40. Duplication of benefits occurs when Federal financial assistance is provided to a person or entity through a program to address losses resulting from a Federally-declared emergency or disaster, and the person or entity has received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance), and the total amount received exceeds the total need for those costs. (p. 61)
41. DOB policies must include at a minimum: (1) a requirement that any person or entity receiving CDBG-CV assistance (including subrecipients and direct beneficiaries) must agree to repay assistance that is determined to be duplicative; and (2) a method of assessing whether the use of CDBG-CV funds will duplicate financial assistance that is already received or is likely to be received by acting reasonably to evaluate need and the resources available to meet that need. (p. 61)
42. CDBG-CV should be used for unmet need and/or financing gaps (p. 62)
43. Citizenship – employers (including grantees, contractors, and subcontractors, as well as businesses providing jobs with CDBG funds) are prohibited from hiring persons not authorized to work in the U.S. (p. 62)
44. Timeliness corrective actions are suspended for FY 2020 (p. 63)
45. Public services cap waiver applies to CV, 2019, 2020 and PI expended as part of a 2019 or 2020 or CV activity when the public service is to prevent, prepare for, and respond to coronavirus (p. 66)



## Appendix G: Determining Service Area

Some CDBG-funded activities may be carried out to benefit an entire jurisdiction, or just a specific service area of the jurisdiction, including a combination of incorporated and unincorporated areas. The service area of a program or project activity will establish how the proposed Low/Mod-income beneficiaries are determined. Using a particular service area is often required to determine the eligibility of a CDBG activity when the National Objective is Low/Mod-income Area Benefit (LMA).

A service area must be identified with a readable map delineating the exact area being served. Each service area requires a separate set of tables and maps that includes all the appropriate data, to be submitted with the application. HUD provides a very useful tool, which combines mapping of Census Tract/Block Groups with LMI Area Data (FY'14) by Block Group, Census Designated Place, County Subdivision and County for use by CDBG applicants to assist with LMA benefit compliance determinations. This tool along with a [video tutorial](#) can be found [here](#). Census maps can also be obtained by visiting the American Fact Finder website at [American Fact Finder](#).

For each activity, in the activity description indicate whether the proposed activity will be jurisdiction-wide or confined to a service area.

### SERVICE AREA(S)

- A service area is a specific portion of a jurisdiction that will benefit from an activity.
- A service area may include incorporated and unincorporated areas (please see Jurisdictional Boundaries Guidance, below for limitation to this).
- Service areas must have at least 51 percent of its people or household documented as Low/Mod-income in order to meet Low/Mod-income area benefit national objective.
- Select the unit of census data that encompasses the proposed service area:
  - If the service area is completely within a Census Tract, identify the Census Tract.
  - If the service area is completely within a Census Tract's Block Group, identify the Block Group(s).
  - If the service area crosses boundary lines for more than one Census Block Group, identify all applicable Census Block Groups.

- To determine the percent of Low/Mod-income persons or households in a service area, either:
  - Use HUD's ACS LMISD Map Application linked above.
  - Use HUD's updated LMISD Excel files posted on HUD's Low/Mod-income Summary Data page.

Use the tools referenced to locate the Census Tracts and Block Groups for your service area. Add up the total number of Low/Mod-income persons in the service area and divide by the total population in the service area to arrive at the service area Low/Mod-income percentage.

If an Income Survey was performed for the service area, indicate the results of the survey. Remember to submit all supporting documentation, including, but not limited to, the income survey, with the application. See the Guidance for Conducting Income Surveys in Appendix H for further information on income surveys.

Note: The Department reviews all activities for eligibility by determining that the activity will clearly meet one of the national objectives. An accurate service area determination is crucial to the determination of activity eligibility. If a service area does not clearly fit inside Census Tracts and Block Groups and the Census data shows a high proportion of non-Low/Mod-income beneficiaries residing within the Census area, the activity cannot be awarded funds without an income survey indicating the service area does meet the 51 percent Low/Mod-income requirement. It is incumbent upon the applicant, when preparing an application, to determine if an income survey is necessary to show that the activity will meet a National Objective.

## **JURISDICTION-WIDE**

- If a project or program is "jurisdiction-wide", this means that every person or household in the jurisdiction has an opportunity to benefit from a CDBG-funded activity.
- When addressing a community-wide health and safety problem, benefit is generally provided to all the residents of a geographic area or all users of the public facility or service. Typically, only a portion of the beneficiaries of such an activity are Low/Mod-income persons or households.
- To determine the percent of Low/Mod-income for jurisdiction-wide activities, refer to the Low/Mod-income percentages noted in Appendix A or the results of a valid income survey.
- For those activities using population statistical data for scoring, the Department will use either the HUD Census data or the American Community Survey (ACS) data provided in Appendix A. (In 2010, the Census stopped tracking some

population characteristics, and charged the ACS with tabulating those characteristics.)

## **JURISDICTIONAL BOUNDARIES GUIDANCE HUD's**

CDBG Final Rule changed and clarified the statute and regulatory rules for grantees implementing CDBG activities outside of their jurisdictional boundaries. These Final Rule changes became effective in May of 2012. See [Management Memo 13-06](#) for full details.

Activities conducted jurisdiction wide will still need to include appropriate census tract and block group information to make sure that the benefits are tracked correctly.

**Non-entitlement Cities:** The eligible area for a city is its incorporated boundaries. Cities applying for CDBG-funded activities that will be operated beyond the city limits will be required to show that the activity will predominantly benefit the residents within the city limits. This means activities that will benefit residents beyond a city's jurisdictional boundaries will require documentation demonstrating how the activity will significantly benefit the residents within the city, and that the benefit to residents outside the city limits, if applicable, will be insignificant.

**Non-entitlement Counties:** Residents of a county include those residents of the unincorporated area of the county as well as those residing within any incorporated city located within the county. Therefore, the county may implement CDBG activities beyond the unincorporated area of the county but may not fund or operate activities outside the county's boundaries (within another county's boundaries).



## Appendix F: Accessing CDBG Income Limits by County and HUD Low- and Moderate-Income Area Benefit Data

### CURRENT INCOME LIMITS BY COUNTY

To access the latest available Income Limits go to, [HUD CDBG 2019 Income Limits \(effective 6/28/19\)](#)

### HUD LOW- and MODERATE-INCOME INFORMATION FOR AREA BENEFIT DETERMINATION

Determining Area Benefit:

1. See Appendix G for guidance on how to determine service area.
2. Overlay the service area map on a census block group map (block group is the smallest geographic area that contains applicable census information).
3. All census block groups that fall within the service area must be used in calculating the Low/Mod-income percentage (even if the service area is a small part of the block group).
4. List each block group in the service area.
5. Go to the HUD website for listing of county census block groups and, next to the block group listing write down Low/Mod-income persons and total persons of each block group.
6. Add up total number of persons in the listed block groups, and then add up total Low/Mod-income persons in the block groups. Divide the total Low/Mod-income persons by the total persons to get the Low/Mod-income percentage for the service area.

To find HUD data needed for determining the Low/Mod-Income percentage for a specific service area by Census Tract/Block Group, go to:

[2020 HUD LOW/MOD DATA- 2011-2015 ACS 5-Year](#)

There are two ways to access the area data:



## APPENDIX F

2

1. Download the [ACS 2011-2015 All Block Group excel file](#). Sort the spreadsheet for California and your specific jurisdiction. Across the top of the sheet are titles indicating the type of data listed in each column. Hold down the Control Key (Ctrl) and hit "F". This will take you to the "find" function in Excel. Type in the county name you are looking for and hit enter. This will take you to the place in the spreadsheet where the county data is located. Search the county data for the block groups that fall within the program or project activity service area.

Percentages for individual census tracts/block groups are located at the far-right side of the chart. If you are doing several different census tracts or block groups, you must add up the total number of low-income persons in the service area and divide it by the total number of persons in the block groups/tracts in your service area.

2. Access [HUD's Map Application](#) and use the Mapping tool available through the View Application button to access the data map. Use the instructions on the website to select the applicable census geographies for your application. You can establish different base-maps and you can export map data to excel to support area benefit determinations.

Please make sure you include a map of your activity area that identifies the following:

1. Clear boundaries of your activity area.
2. Census tract and block-group labels.
3. Low-Mod block groups in your activity area.
4. Include the total populations, the Low-Mod population, and the Low-Mod percentage for the activity area.

If you should have any questions regarding this process, please send an email to the NOFA Unit at [cdbgnofa@hcd.ca.gov](mailto:cdbgnofa@hcd.ca.gov).

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

**A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2019-2020 FUNDING YEAR OF THE STATE CDBG-CV1 PROGRAM**

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

**SECTION 1:**

The Board of Supervisors of the County of Plumas (County) has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount not to exceed **\$101,532** for the following CDBG activities, pursuant to the June 5, 2020 CDBG-CV1 NOFA:

**Public services related to COVID-19 support:**

Augment the Senior Nutrition program that has been heavily impacted by COVID-19 (\$81,532)

**Facility improvements related to COVID-19 healthcare and homeless housing needs:**

Repair Serpilio Hall at the Fairgrounds may serve as overflow for hospital COVID-19 patients and congregate housing for homeless during the COVID-19 pandemic. (\$20,000)

**SECTION 2:**

The County hereby approves the use of Program Income in an amount not to exceed \$101,532 for the CDBG activities described in Section 1.

**SECTION 3:**

The County acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

**SECTION 4:**

The County hereby authorizes and directs the County Administrator, or designee, to execute and deliver all applications and act on the County's behalf in all matters pertaining to all such applications.

## **SECTION 5:**

If an application is approved, the County Administrator or designee is authorized to enter into, execute, and deliver the grant agreement (i.e., Standard Agreement) and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

## **SECTION 6:**

If an application is approved, the County Administrator or designee, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the grant.

**PASSED AND ADOPTED** at a regular meeting of the **Plumas County Board of Supervisors** held on 15th day of September, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Kevin Goss, Chair  
Plumas County Board of Supervisors

## **STATE OF CALIFORNIA**

County of Plumas

I, Nancy DaForno, Clerk of the Board of Supervisors of the County of Plumas, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said Board of Supervisors on this 15th day of September, 2020.

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

Approved as to Form:

By:\_\_\_\_\_  
Craig Settlemire, County Counsel

JB2



## COUNTY ADMINISTRATOR

Gabriel Hydrick

4 September 2020

Honorable Board of Supervisors,

The County was recently notified of our share of the Per Capita Prop 68 (OGALS) Grant of \$400,000. At the end of last calendar year, the Board requested staff to bring back a list of potential projects for this grant as well as background information on the Prop 68 'per capita program', which is often referred to as the 'non-competitive' or 'guaranteed' grant. The background material for Per Capita Prop 68 (OGALS) Grant was presented months ago without potential projects because staff did not know when the grant would come in and how much funding the County would actually get. Having received the award letter, staff is happy to provide an update at this time; staff has been busy meeting with community stakeholders and residents for project ideas as well as County departments. Attached are some proposed projects to date and staff continues to work with community stakeholders and residents to round out a final report to the Board in the next month.

Potential projects include County properties as well as joint projects with stakeholders. Stakeholder recipients of this grant include regional park districts and regional park and open space districts; the bond encourages grantees collaborate on projects. The desired result of joint projects is to maximize project functionality, efficiency and results that continue to make Plumas County a desirable place to live, visit and recreate. As a brief reminder:

### Uses of funds:

- Local park rehabilitation, creation and improvement
- Rehabilitate infrastructure
- Address deficiencies in neighborhoods lacking access to the outdoors
- The Board can award the requests in full or in part

### Basic guidelines:

- Projects must be for recreational purposes, either acquisition or development. Do not submit combined acquisition and development projects.
- Up to 5% of the allocation may be used for a community access project (prc§80008(c)(1)).
- Multiple projects may be completed under one contract; each project requires a separate application packet.
- A project can only have one location. One project that serves several parks is not permitted.
- Grantees are encouraged to partner with other grantees on projects (prc§80063(b)).

It is of interest to note that a few independently recommended projects had a couple suggestions in common; those being disc golf and Pickleball improvements.

Attached you will find projects proposed to date.

The total for the proposed projects to date are:

**Disc Golf-**

Short Term Goals	\$8,895
Long Term Goals	\$12,750
<b>Disc Golf Total</b>	<b>\$21,645</b>

**Tennis and Pickleball Courts-**

Clean up, prep, seal	\$7,155
Fill surface cracks $\frac{1}{4}$ " wide	\$200
Replace ~120s.f. of asphalt, and root patch	\$2,137
Pickleball striping (existing tennis court)	\$2,582
Install new Pickleball court next to existing tennis court	\$13,472
<b>Tennis/Pickleball Court Total</b>	<b>\$25,546</b>

**Almanor Recreation and Park District**

Expanding Almanor Rec Center	\$ Suggest distributed on a fair per capita portion
-Complete master plan	
-Enhance existing community building	
-Reconstruct Chester Park baseball field	

**Sierra Buttes Trail Stewardship**

Rough-cut trail	\$156,000
Request of County	\$65,000
<b>Rough-cut Total</b>	<b>\$65,000</b>

**Fairgrounds-**

Parking lot and disc golf lighting	\$20,000
Outdoor meeting and dining*	\$25,000
Repair leaking roof (Serpilio)**	\$8,000
Repair floor (Serpilio)*	\$25,000
<b>Fairgrounds Total</b>	<b>\$78,000</b>

**Facility Services-**

Gansner Park – ADA improvements including accessible tables, paths and BBQ's	\$40,000
Removal of old restrooms in the parking area of the fairgrounds	\$10,000
Remodel Quincy/Rotary field,	\$10,000

new paint, new roofs, new ADA sidewalks

Taylorsville campground – ADA improvements, new accessible tables, side walk and pads to the tables, bear proof garbage cans, new BBQ's, irrigation	\$50,000
Chester Park – ADA improvements, new sidewalks, accessible tables, bear proof garbage containers, BBQ's. new surveillance system to monitor park damage.	\$65,000
Rotary Field Dugout's and concession stand	\$8,301.42
Chain-link fence at Taylorsville campground	\$25,460
Story Field Building and Dugouts	\$10,000***
<b>Facility Services Total</b>	<b>\$218,761.42</b>

**TOTAL REQUEST TO DATE:** **\$408,952.42\*\*\*\***

\* may not qualify

\*\* these repairs permit year round activities including with Central Plumas Parks and Rec

\*\*\* Prop 68 funding can be used for applicable projects dating back to 7/2018. This project was GF monies and can alleviate the GF this year.

\*\*\*\* Does not include Almanor Group dollar request as a specific request was not made, but Chester Park improvements are included in Facility Services proposal.

Kind regards,

*G. Hydrick*

Gabriel Hydrick  
*County Administrator*

Attachments:

'A'- Department of Facility Services and Airports proposal

'B'- Fairgrounds proposal

'C'- Plumas Disc Golf proposal and letters of support

'D'- Taylorsville Campground Tennis and Pickleball court quotes

'E'- Sierra Buttes Trail Stewardship proposal

'F'- Almanor Recreation and Park District application

'G'- Per Capita Allocation notice and revised timeline



## **DEPARTMENT OF FACILITY SERVICES & AIRPORTS**

198 ANDY'S WAY, QUINCY, CALIFORNIA 95971-9645  
(530) 283-6299 FAX: (530) 283-6103

**Kevin Correira**  
**Director**

Board Meeting: August 18, 2020

To: The Honorable Board of Supervisors

From: Kevin Correira, Director

Subject: Board direction for using OGALS grant funds

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### **Background**

The county could soon be receiving grant moneys from the OGALS grant (office of grants and local services)(state grant). Although we are not sure at this time when this may occur we would definitely like some input from the board on what would be priority.

We are currently waiting on a few project bids as of this writing but we'll do our best, currently we have identified several projects that we would like to put in order of priority.

1. Gansner Park – ADA improvements, including accessible tables, paths and BBQ's (\$40,000)
2. Removal of old restrooms in the parking area of the fairgrounds, unless modified for disc golf storage/use (\$10,000)
3. Remodel Quincy/Rotary field, new paint, new roofs, new ADA sidewalks (\$10,000)
4. Taylorsville campground – Ada improvements, new accessible tables, side walk and pads to the tables, bear proof garbage cans, new BBQ's, irrigation (\$50,000)  
Chain-link fence at Taylorsville campground (\$25,460)
5. Chester Park – ADA improvements, new sidewalks, accessible tables, bear proof garbage containers, BBQ's, new surveillance system to monitor park damage. (\$65,000)
6. Rotary Field Dugout's and concession stand (\$8,301.42)
7. Taylorsville Tennis/Pickleball courts. See Tennis/Pickleball report

In truth, until we get job bids back on these projects they are simply an educated guess and we are more interested in putting these in order of importance at this time while letting you know associated possible costs.

### **Recommendation**

Please put these in order of importance for each of you so Gabriel and I can move forward with a plan as soon as we know when we will be receiving the grant.



**204 Fairgrounds Road, Quincy, CA 95971 530-283-6272 Fax: 530-283-6431**  
[johnstefanic@countyofplumas.com](mailto:johnstefanic@countyofplumas.com) [www.plumas-sierracountyfair.net](http://www.plumas-sierracountyfair.net)

#### PARK GRANT PROPOSAL OF FAIRGROUND IMPROVEMENTS

##### Purpose:

To expand the possibilities of recreational use on and around the Plumas Sierra County Fairgrounds. Additionally, create economic development opportunities with those improvements.

##### Description:

The Plumas Sierra County Fairground is the primary meeting and event venue in Plumas County. It has been host to events with over 10,000 attendees, and offers meeting space for a group of 10. An unserved need however, is an area specifically designed for outdoor meeting and dining. A recent vacancy of a building that was used as a daycare center has created the opportunity to fill that need. With the removal of the playground equipment, there is an outside area that is fenced and landscaped. The newly vacant building adjacent to the outdoor space features a kitchen and bathrooms.

In addition to this project, there is an opportunity to expand the use of the disc golf course next to the fairgrounds, as well as greatly increase the safety of it's parking lot. The lighting in this area is weak, and could pose a safety liability. By upgrading the lighting, the hours of use for the disc golf course would be expanded, and fairground parking would be much safer into the night. Currently, if the fairgrounds are used as an emergency facility of some sort, emergency vehicles are parking in semi-darkness. This would solve that situation.

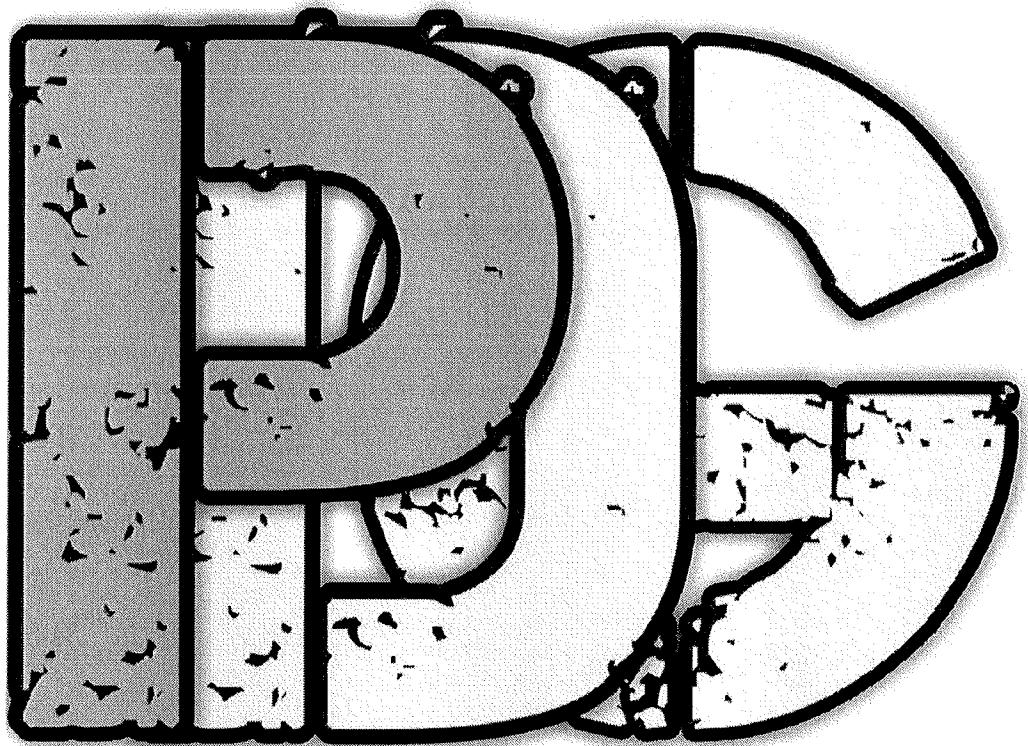
##### Project:

Outdoor meeting and dining venue - make necessary terrain changes to level the outdoor area to accommodate gatherings safely. Some areas would remain lawn, other former play areas would be filled with firm, level fill (DG, asphalt, cement). Install BBQ pit and serving station with utilities and sinks. Either install shade covering, permanent or shade cloth. Install permanent, all weather picnic tables. Modify Fairground Road landscaping to xeriscape configuration to eliminate water usage and improving the water pressure for the outdoor meeting area. Ballpark: \$ 25,000

Disc golf and parking lot illumination - install 30' light tower with three, adjustable, high-powered lights.

Roof and floor repairs will ensure youth activities are offered during fall and winter months. \$33,000

ATTACHMENT 'C'



# PLUMAS DISC GOLF

8.6.2020

*JEREMIAH BRIDGES & RICHARD DOLEZAL*

36 North Mill Creek Rd.

Quincy, CA 95971

## OVERVIEW

This proposal will discuss the possibility of disc golf improvements of the Pioneer Park Disc Golf Course, and potentially the creation of more courses throughout Plumas County. Included are (6) letters of support for this proposal from members of our community.

## WHAT IS DISC GOLF?

Disc Golf is a sport utilizing Frisbee-like flying discs. Like traditional golf, disc golf is usually played on a course with 9 holes or 18 holes. Players throw discs towards baskets instead of holes, intending to get the disc in the basket in the least number of throws as possible.

## HISTORY OF PDG

Plumas Disc Golf is an informal group of local disc golf enthusiasts created in 2017 when Jeremiah Bridges and Richard Dolezal, two friends with a passion for disc golf, started talking about trying to create a disc golf course in the Quincy area. A few months later, Central Plumas Recreation and Park District purchased and placed 9 baskets in the Plumas County Fair owned property between Pioneer Park and Plumas/Sierra County Fairgrounds. We were asked to evaluate and adjust that initial course to better suit the needs of disc golfers in Plumas County. Since that course has been permanently set, disc golfers come daily to play, and many players help with the maintenance of the course and property.

## PROPOSAL GOALS

1. Short Term Goals
  - a. Improve the Pioneer Park Disc Golf Course by installing tee pads, new baskets and better signage.
  - b. Install a beginner-friendly disc golf course at Gansner Park.
2. Long Term Goals
  - a. Establish Disc golf courses in Chester, Greenville and Portola
    - i. Increases the number of disc golf tournaments within Plumas County
  - b. Create a professional level disc golf course
    - i. Host professional level tournaments in Plumas County to bring more tourism

## DESIGN

Designing a disc golf course poses a variety of challenges. Planning for players' safety, experience, obstacles, the length of the course, impact to surroundings, and environmental impact are all things that must be considered before finalizing a course being installed. Choosing land is only part of what is required. Understanding the flight

characteristics of discs, disc golf rules, and how the landscape will affect the flight of the disc are vital. Once these details are taken into consideration, a rough course layout is created, tested, and adjusted as needed. Once the designer is satisfied with the course layout, tee pads are poured, basket bases are set into the ground with concrete, and players can begin to play disc golf.

#### LAND USE

Creating a disc golf course requires land. While a ball golf course utilizes large arrays of land that are heavily landscaped, disc golf courses for the most part use minimal amounts that are not maintained or groomed like ball golf courses. A typical 9-hole disc golf course uses about 1 acre per hole. This figure is for amateur level players utilizing the course. An example is the current use of Pioneer Park Disc Golf Course at 8.66 acres. For beginner courses, the acreage requirements are lower, and the professional level course can be 2 to 3 acres per hole on average.

#### COSTS

Basket Options and Costs					
Vendor	Dynamic Discs		DGA		Innova
Basket Name	Veteran	<u>Patriot</u>	Mach VII	Mach X	Discatcher Pro28
Baskets (ea.)	\$449.00	\$299.00	\$450.00	\$500.00	\$425.00
Baskets (9) <sup>1</sup>	\$3,150.00	\$2,250.00	\$3,150.00	\$3,690.00	\$2,925

1. Does not include an estimated freight fee of \$450

Sign Options and Costs		
Vendor	Dynamic Discs	DGA
Course Kiosk Sign	\$400.00	
Rules and Warning Signs	\$300 (framed)	\$200.00
Tee Signs (for 9-hole course)	\$495 (basic, framed)	\$360 (what is already at Pioneer)

Tee Pad Costs	
Concrete Pad (5 ft. x 10 ft. x 4 in. thick)	\$1200 rough estimate for (9) tee pads

Note: The highlighted and underlined entries in the table above indicate the preferred equipment in each category.

**STAGES****STAGE 1: PIONEER PARK**

This stage will focus on improving Pioneer Park Disc Golf Course. Installing concrete tee pads and new baskets will increase the look, feel, and safety of this disc golf course. This course will be geared towards existing disc golf players, amateur players, tournaments and leagues.

Our proposal is for funds to purchase supplies for the Pioneer Park Disc Golf Course. We are asking for \$4,645 for (9) Dynamic Discs Patriot baskets, materials to create (9) 5 x 10-foot concrete tee pads, (1) course kiosk sign, (1) rules and warning signs package and (9) tee signs. Existing baskets will be replaced, as they do not meet current Professional Disc Golf Association regulations for tournament play. New baskets meet all current regulations and allow for sanctioned tournaments, leagues, and national competitions. There are currently no tee pads in use. Players make their initial throw on each hole from uneven, often rocky ground, and are difficult to throw from. Funds for new signs are requested because the current signs are not very durable, and some are already damaged. All supplies will be installed by the support of disc golf volunteers and others within the community. Maintenance of the course will be performed by local disc golf players on a routine basis, as has been done for the last 3 years.

We also propose to repurpose the concrete building, formerly restrooms, near the fairgrounds parking lot to be used for storing the disc golf baskets, signs, and maintenance equipment. An assessment needs to be made for potential and an accurate cost estimate.

**STAGE 2: GANSNER PARK**

Utilizing land behind the softball field (approx. 4.5 acres), a beginner short distance 9-hole course is proposed to be installed. The removal of some of the heavy underbrush in the woods would allow the creation of a fun and inviting course that will welcome beginners, youth, and families to play, not only on the disc golf course, but to enjoy Gansner Park as well.

Our proposal is for funds to purchase supplies for the installation of a new disc golf course and the use of land at Gansner Park. The cost will be \$4,250 for (9) Dynamic Disc Patriot baskets, (9) 5 x 10-foot concrete tee pads, (1) course map sign, and (9) tee signs for each hole. After property clearing and course design, baskets, tee pads, course map, and tee signs would then be installed. All labor involved would be done by disc golf volunteers and will be maintained by volunteers routinely.

There is potential to repurpose the baskets we remove from Pioneer Park Disc Golf Course. We do not anticipate hosting any sanctioned tournaments at Gansner and

these baskets would work well at a beginner course. Currently, CPRPD owns these baskets, but there is a possibility we could purchase them and use them at Gansner Park. This could reduce the cost of Gansner Park's course by hundreds of dollars.

### STAGE 3: SURROUNDINGS AREAS

As land is identified and permitted for use, disc golf courses could be installed in more locations around Plumas County. Our long-term goal is to have multiple courses throughout the county, particularly in the communities of Chester, Greenville and Portola.

Our proposal is to consider funding of more disc golf courses when appropriate land is identified. Cost is comparable to that of the Gansner Park cost for each potential new course, at \$4,250 per course.

### BENEFITS OF DISC GOLF

#### FAST-GROWING SPORT

According to the Professional Disc Golf Association, there are currently 43,457 registered and active tournament players. In an article from Parked Disc Golf in 2019, they estimate that there are over 250,000 disc golf players in the United States. Very little equipment is needed to start playing. All that is needed is a single disc, commonly priced between \$10 and \$20. The leading course directories now show that over 6,000 courses are in the United States, and the rate of new courses getting built is increasing.

#### TOURISM

Tournaments and leagues are held at many disc golf courses on a regular basis. The average number of players that attend tournaments depends on the quality of the course, with the better courses bringing in more players. Discgolfscene.com, a website showing tournaments based on zip code, shows that all tournaments within a 100-mile radius are full, and many players on waitlists in case others cancel. This shows that players in northern California are playing disc golf and are willing to travel to do so. On the professional side of tournaments, the Glass Blown Open disc golf tournament in Emporia, Kansas, is a week-long event and brings in 3,000-6,000 people.

Due to the low cost of equipment, getting into the sport is simple and can be played solo as well as with others. Many disc golf courses are in public parks, encouraging families to not only play the sport but utilize the public parks more often.

Many that play disc golf are also involved in other activities that are offered in Plumas County, including mountain biking, hiking, fishing, and camping. The ability to offer disc golf as another point of interest within the county could convince those that are planning trips to choose our county over others.

All these aspects of disc golf can bring people into Plumas County. That is revenue that is coming into local businesses. Even with the recommendations and restrictions of COVID-19, disc golf courses allow locals to become more active and can increase tourism safely during the pandemic with plans for potential major increases in the future.

### **HEALTH BENEFITS:**

In a study conducted in 2017 by the University of South Carolina, it was reported that students that engage in more regular exercise experienced better grades in math and language arts, fewer absences, and less disciplinary actions. The same report shows that exercise in adults can improve one's mental health. Playing disc golf allows one to get out into nature, take pride in themselves, and improve their self-esteem, giving people an escape and outlet to help combat stress, depression, and anxiety. Veterans have reported using disc golf to help with transitioning from military life to civilian life.

The Mayo Clinic estimates the average person walks approximately 3,000 to 4,000 steps per day, less than half the recommended 10,000 steps per day. A study by Western Carolina University found that roughly 5,600 steps are taken for an average 18-hole round.

Walking can help reduce heart disease, obesity, diabetes, high blood pressure, and depression. Bending and stretching another benefit of disc golf. Warming with stretching before and after playing not only helps reduce cramps but also promotes healthier joints. Bending while playing disc golf to retrieve your disc and then throwing the disc can help with keeping joints loose and help prevent injuries.

### **SUMMARY**

We have a short-term goal of upgrading Pioneer Park Disc Golf Course and adding a new course to Gansner Park, together totaling \$8,895. This total includes new baskets, materials to make concrete tee pads and course signs.

Our long-term goal is to have a disc golf course in Chester, Greenville and Portola. Each course would cost \$4,250, and this also includes new baskets, materials to make concrete tee pads and course signs. If all three communities are approved to have courses installed, this makes the long-term goal total \$12,750.

If everything proposed is approved, the grand total as proposed would amount to \$21,645.

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REFERENCES:

<https://www.pdga.com/pdga-documents/demographics-current/2019-pdga-combined-demographics-growth-charts>

<https://parkeddiscgolf.org/2018/12/01/a-demographic-portrait-of-disc-golf-land>

<https://www.pdga.com/disc-golf-walking-benefits>

<https://www.mayoclinic.org/healthy-lifestyle/fitness/in-depth/10000-steps/article=20317391>

[https://scholarcommons.sc.edu/cgi/viewcontent.cgi?article=1183&context=senior\\_theses](https://scholarcommons.sc.edu/cgi/viewcontent.cgi?article=1183&context=senior_theses)

8 August, 2020

Hello,

I am writing to demonstrate my support for efforts related to improving disc golf habitat in the American Valley. Through grassroots effort, the Central Plumas Park and Recreation District, in collaboration with local disc golfers, has ably created and maintained a nine hole disc golf course at Pioneer Park. The course appears to be one of the most popular attractions at the park.

I have observed the course closely as I play disc golf several times per week. Disc golf provides a healthy and beautiful reprise. It is a conduit to physical and mental health. The course serves locals seeking respite as well as travelers passing through town.

While the course at Pioneer Park is very enjoyable, I believe that enjoyment could be improved through the creation of tee boxes; enhanced signage; access to restrooms; benches; and trash cans.

I am committed to assisting with the enhancement of disc golf at Pioneer Park or anywhere in the American Valley.

Respectfully,

Rick Stock  
217 Forest Knoll Lane  
Quincy, CA 95971  
[stock.rick@gmail.com](mailto:stock.rick@gmail.com)  
530.616.0698

To whom it may concern,

Hello, my name is Chase Ramirez, and I work for a construction company in Quincy, California. I started playing Disc golf approximately 2 years ago. My first round was at the Brewing Lair disc golf course in Blairsden, and I have been hooked ever since. I play three to five times a week at Pioneer Park Disc Golf Course in Quincy. I firmly believe that disc golf is worth investing in for any community.

Disc golf is a wonderful sport that promotes self-growth, community and outdoor preservation. The variety of shot types and flight paths in disc golf is massive. Learning and improving is a very gratifying experience! The disc golf community in Plumas County, as well as everywhere else I have played, is very supportive and fun. I have made many friends playing disc golf, and I have learned a lot from their play styles. The ability to be creative in the way you play is not only fun for you, but very enjoyable for the people you play with. One of the best things about this sport is spending time outdoors having fun. Trees, hills, creeks and lakes are features that are highlighted and treasured. Most golfers are motivated to keep our courses clean and actively pick up trash while they play.

I am dedicated to making Plumas County disc golf the best it can be. I intend to volunteer time and effort to improving courses, cleaning courses and teaching new players how to play.

Sincerely,  
Chase Ramirez

To whom it may concern,

I would like to show my support for disc golf in Plumas County! I have been playing for around two years and I have enjoyed the sport, the nature and the community around it!

I have learned a lot from my disc golf friends about the sport, different kind of shots, discs and how to improve my form. I've also become a big fan of pro players and enjoy following the national and international disc golf coverage.

I play often at Pioneer Park, and share the space with others in our community. The disc golf community definitely puts a great effort in keeping the park clean and maintained for all of us to enjoy. I would love to see it even cleaner, with tee pads, more accessible trash cans and sitting areas!

I enjoy travelling with a disc golf course as either a stop point or a destination. It will certainly be amazing to have more options locally to play for my pleasure but also to bring more tourism that's sport and outdoor adventure oriented!

I've lived in Quincy for the past 16 years and have always enjoyed the amazing nature around us! The beauty of our area gives a lot of exciting and fun potential for new courses and I would love to see Disc Golf grow in Plumas County.

I am dedicated to disc golf, wish to improve it and share it with our small but mighty community and its visitors.

Kind regards,

Rebecca Terhune

To Whom It May Concern,

I would like to show my support for promoting Disc Golf in Plumas County. Disc Golf is yet another reason our community is so special.

Sincerely,  
Loretta Ramirez

To whom it may concern,

I would like to express my support of Disc Golf in Plumas County.

My name is Dan Ramirez, my wife and I have live in Quincy since 1991. Within the last three years I have been exposed to the sport of Disc Golf. I was impressed with the physical requirements to play this sport as well as the etiquette displayed by the participants. I have played "traditional" golf for many years and I am pleased with the similarities in players' attitudes and comradery.

I believe that financial support for this sport in our area will benefit those that currently participate as well as encourage new players to enjoy this beautiful region in a challenging and respectful endeavor.

Thank you very much,

Dan Ramirez

# ARTISAN DRYWALL

To Whom It May Concern,

I am writing today to throw my hat in the ring in support of local disc golf courses. I have been a casual player for most of my adult life, and recently I have become more involved in the sport. I have frequented all of the courses both established and informal throughout the county, as well as a number of courses up and down the west coast. I can attest to the fact that our local courses are heavily trafficked in spite of their lack of official signage and facilities. This goes to show the passion that our community of players bring to the table as they often spend their personal time improving the grounds and terrain that we play on. I personally love this sport for so many reasons. Some days playing feels like a hike with a purpose, getting to see the natural beauty of our Plumas County forests while having something to focus on beyond your feet hitting the trail. Disc golf is fully accessible to all ages/skill levels, as fun to play for the first time as it is to master. I enjoy bringing my children with me to play a scramble round together, as well as joining in competition at a high level. At different times in my life it has served as a stress relief outlet, a casual place to meet people and connect over a shared passion, and a self inflicted passionate masochism in trying to improve my skills as a player. Its freedom of access brings people together from all walks and stations in life, something I believe is sorely needed for social cohesion. It is my hope for Plumas County to see official supported courses that are registered as PDGA approved, accompanied by supplementary services to keep and maintain the grounds. One of the benefits of disc golf is that it generally utilizes natural terrains and landscapes in order to preserve the natural beauty of the area. This both cuts down on initial costs for install, but for maintenance as well. In fact, some of the only services necessary to maintain are bathrooms, trash service, and water stations. Every course I have been to on the west coast that maintains those services sees constant usage of the parks by

# ARTISAN DRYWALL

locals, as well as drawing in passionate disc golfers from surrounding areas. In more populated areas I frequently see people waiting(happily) for an hour or more to start their game, testifying to the kind of draw that it has among its supporters. I do hope that Plumas County will lend its support to create more spaces for us to enjoy each other's company as we do the things in life that bring us joy.

All the best,

Dan Harmon

Cost to repair & Seal & restripe Tennis Court

ATTACHMENT 'D'



## PROPOSAL

7998 Security Circle ~ Reno, NV 89506 ~ USA  
Phone 775-972-0881 ~ Fax 775-972-1862  
NV Lic #: 22768 ~ CA Lic #: 826134

DATE: 03-01-19

Proposal Number: 190010-J-1

TO: John & Marty Shower  
5817 Diamond Mountain Rd  
Greenville, CA 95947  
E-Mail theshowers@frontiernet.net

JOB: Indian Valley Community Pool  
Taylorsville, CA  
Tennis Court

1. Do proper clean up prior to sealing, using a power sweeper, blowers, brooms, etc. Seal asphalt areas of approx. 7,200 sq. ft. with ARMOR TOP SEAL COAT, priced as indicated below. The sealer will be applied in an even flow by mechanical means, such as a squeegee machine wherever possible. Sealer will be spread at the manufacturers recommended rate, unless otherwise stated. Restripe as it is now.-----\$7,155.00
2. Fill all surface cracks 1/4" wide and larger with a hot pour polymer modified asphalt, rubberized and with fillers. (Does not include alligatorated areas or joints where asphalt comes in contact with cement areas.)-----\$200.00
3. Remove and replace approx. 120 sq. ft. of asphalt. Base will be worked and compacted as necessary. Provide and install 3 inches of type 3 PG64-22 asphalt, compacted and rolled smooth. Edges will be tack coated and new asphalt fog sealed. Root Patch Basketball Court-----\$2,137.00

Notes:

1. Engineering, testing, bonds and permits to be done by others.
2. Job to be done in 2 move-ins.
3. Any pre-existing drainage problems cannot be guaranteed to drain.
4. Should Kustom Coatings, Inc. find clay or other undesirable substances, Kustom Coatings, Inc. will notify owner or representative to determine what steps should be taken. Additional cost may occur.
5. Fog seal to follow paving within 24 hours, prior to cleaning being required.
6. Striping to follow paving or sealing process, prior to cleaning being required.
7. Damage to all utilities, public and private, (including but not limited to: gas, water, sewer, storm drain, irrigation, cable TV, phone) not buried to code, is not the responsibility of Kustom Coatings, Inc. Repair will be at an additional cost.
8. Kustom Coatings, Inc. will do everything reasonable to block off the work areas during the drying - curing process i.e....barricades and flagging tape, however Kustom Coatings, Inc. cannot be held responsible for general public or employee foot or vehicle traffic damage to property.
9. All striping paint will be one coat
10. When doing root removal, Kustom Coatings, Inc. can not be held liable for the well being of the tree.
11. Kustom Coatings, Inc. cannot be held responsible for complete drainage on asphalt areas with less than 2% fall.
12. Kustom Coatings, Inc. excludes any and all work not specifically specified in proposal.

total = \$9452

UPON ACCEPTANCE: SIGN AND RETURN ONE COPY TO OUR OFFICE. THANK YOU! WE PROPOSE to furnish material and labor in accordance with the above specification, for the SUM OF: As Above DOLLARS

**PAYMENT TO BE MADE AS FOLLOWS: NET 30 DAYS UPON COMPLETION**  
A LATE CHARGE OF 1 1/2% PER MONTH WILL BE CHARGED ON ALL ACCOUNTS 30 DAYS PAST DUE:

ALL MATERIAL IS GUARANTEED AS SPECIFIED. ALL WORK TO BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDERS AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS OR DISPLAYS BEYOND OUR CONTROL. OWNER TO CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKMANS COMP INS.

Authorized Agent or Company/Corporate officers signature below.

AUTHORIZED SIGNATURE:

NOTE: PROPOSAL MAY BE WITHDRAWN  
IF NOT ACCEPTED WITHIN 30 days

SIGNATURE:

PRINT NAME:

DATE:

Cost for 1 pickleball court adj. tennis ct

**KUSTOM KOATINGS INC.**  
Asphalt Specialists  
**PROPOSAL**

7998 Security Circle ~ Reno, NV 89506 ~ USA  
Phone 775-972-0881 ~ Fax 775-972-1862  
NV Lic #: 22768 ~ CA Lic #: 826134

DATE: 03-01-19

Proposal Number: 190010-J-2

TO: John & Marty Shower  
5817 Diamond Mountain Rd  
Greenville, CA 95947  
E-Mail theshowers@frontiernet.net

JOB: Indian Valley Community Pool  
Taylorsville, CA  
Pick A Ball Court

1. **PICK A BALL** Do proper clean up prior to sealing, using a power sweeper, blowers, brooms, etc. Seal asphalt areas of approx. 2,400 sq. ft. with ARMOR TOP SEAL COAT, priced as indicated below. The sealer will be applied in an even flow by mechanical means, such as a squeegee machine wherever possible. Sealer will be spread at the manufacturers recommended rate, unless otherwise stated. Restripe as it is now.

Pick A Ball Court: Black Slurry----- \$2,138.00 *on*  
Pick A Ball Court: Dye Slurry----- \$2,582.00 *on*

2. Excavate to a depth of 6 inches. Haul off all excavated material and compact sub-grade. Provide and install 3 inches type 2 aggregate base, graded and compacted. Provide and install 3 inches type 3 PG64-22 asphalt, compacted, rolled smooth and fog sealed. Approx. 1,200 sq. ft.----- \$9,422.00

Notes:

1. Engineering, testing, bonds and permits to be done by others.
2. Job to be done in 2 move-ins.
3. Any pre-existing drainage problems cannot be guaranteed to drain.
4. Should Kustom Koatings, Inc. find clay or other undesirable substances, Kustom Koatings, Inc. will notify owner or representative to determine what steps should be taken. Additional cost may occur.
5. Fog seal to follow paving within 24 hours, prior to cleaning being required.
6. Striping to follow paving or sealing process, prior to cleaning being required.
7. Damage to all utilities, public and private, (including but not limited to: gas, water, sewer, storm drain, irrigation, cable TV, phone) not buried to code, is not the responsibility of Kustom Koatings, Inc. Repair will be at an additional cost.
8. Kustom Koatings, Inc. will do everything reasonable to block off the work areas during the drying - curing process i.e....barricades and flagging tape, however Kustom Koatings, Inc. cannot be held responsible for general public or employee foot or vehicle traffic damage to property.
9. All striping paint will be one coat
10. When doing root removal, Kustom Koatings, Inc. can not be held liable for the well being of the tree.
11. Kustom Koatings, Inc. cannot be held responsible for complete drainage on asphalt areas with less than 2% fall.
12. Kustom Koatings, Inc. excludes any and all work not specifically specified in proposal.

UPON ACCEPTANCE: SIGN AND RETURN ONE COPY TO OUR OFFICE. THANK YOU! WE PROPOSE to furnish material and labor in accordance with the above specification, for the SUM OF: As Above DOLLARS

**PAYMENT TO BE MADE AS FOLLOWS: NET 30 DAYS UPON COMPLETION**  
A LATE CHARGE OF 1 1/2% PER MONTH WILL BE CHARGED ON ALL ACCOUNTS 30 DAYS PAST DUE:

ALL MATERIAL IS GUARANTEED AS SPECIFIED. ALL WORK TO BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDERS AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS OR DISPLAYS BEYOND OUR CONTROL. OWNER TO CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKMAN'S COMP INS.

Authorized Agent or Company/Corporate officers signature below.

AUTHORIZED SIGNATURE:

NOTE: PROPOSAL MAY BE WITHDRAWN  
IF NOT ACCEPTED WITHIN 30 days

SIGNATURE:

PRINT NAME:

DATE:



# PROPOSAL



FENCE COMPANY  
P.O. Box 358 | Portola, California 96122

Office (530) 832-4998  
Cell (530) 249-2887  
Fax (530) 832-4561

PROPOSAL SUBMITTED TO John Shower	PHONE 530-284-6586	DATE July 1, 2018
STREET Arlington Rd.	JOB NAME Pickleball Court	
CITY, STATE AND ZIP CODE Taylorsville, CA 95983	JOB LOCATION Taylorsville, CA 95983	

We hereby submit specifications and estimates for

1. Install approximately 127 lineal feet of 5' high chain link fence. \$3,750.00

All posts set in concrete.

Build and install 1 - 10' double drive gate (2 - 5' panels) and 1 - 4' walk gate.

Clay Rd  
B.B. ct.

2. Remove approximately 60 lineal feet of 5' high chain link fence and move out approximately 10' on each side of exist court. \$2,350.00

All new posts set in concrete.

@ T.ct  
back side.

Reuse customers existing wire & rail.

NOTICE TO OWNER (Section 7019 - Contractors License Law) - Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, materialman or other person who helps improve your property and is not paid for his labor, services, or material, has a right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before commencing such work of improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of  
This line intentionally left blank

Payment to be made as follows

Payment is due upon completion of job. Add 3% if paying with a debit or credit card.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation.

ACCEPTANCE OF PROPOSAL - The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance \_\_\_\_\_

Authorized  
Signature Tom Burnett

Note: This proposal may be withdrawn by us if not accepted within 15 days

Signature \_\_\_\_\_

Signature \_\_\_\_\_

KUNSMAN REPAIR NOT RESPONSIBLE FOR UNDERGROUND UTILITIES Tom Burnett



## Beckwourth Peak Recreation Project

Plumas and Tahoe National Forests  
City of Portola, Plumas County, California

### **Project Summary:**

Recreation on public lands currently represents the greatest economic and cultural opportunity for our rural communities. In the United States, Outdoor Recreation is currently a \$887 billion industry with Trail Sports accounting for \$201 billion. Trails on public lands are proven to create local employment, attract visitors and new businesses, and improve the health and economy of disadvantaged mountain communities.

The Sierra Buttes Trail Stewardship (SBTS) is proposing to develop the Beckwourth Peak Recreation Project (BPRP) which includes:

- Construction of a new 19.8 mile long multi-use trail, connecting the City of Portola with the neighboring recreation community of Gold Mountain

The Beckwourth Peak Recreation Project is also a vital component of a larger regional Trails Master Plan (TMP) that looks to connect 12- disadvantaged communities located in Plumas, Sierra and Lassen Counties. The TMP specifically identifies linear trail connections between communities, as well as trailheads and "frontcountry systems" of multi-use trails next to schools and neighborhoods, existing campgrounds and parks. These "frontcountry systems" are most frequently used by residents as part of daily routines. Having the trails connect to a "Main Street" trailhead is ideal for the community and the local economy.

### **Project Location:**

The Beckwourth Peak Recreation Project is located on the Beckwourth Ranger District of the Plumas National Forest, the Sierraville Ranger District of the Tahoe National Forest, Eastern Plumas Health Care property, community of Gold Mountain property and City of Portola property within Plumas County, California. The project area ranges from 5,000 feet elevation at the headwaters of the Middle Feather River (designated Wild & Scenic River) to the slopes of

Beckwourth Peak at 7,256 feet. The habitat is mixed conifer, areas of meadows, open rocky areas, rock outcrops and mountain tops.

#### **Community and Economic Benefits include:**

- Health and quality of life for youth, seniors, and families by improving the community's Recreational, social, cultural, environmental, educational, and economic conditions
- Employment and entrepreneurial opportunities
- Volunteer opportunities
- Outdoor learning opportunities
- Access to public lands
- Attraction of visitors and working professionals that want to live in Eastern Plumas County and work in nearby Reno and Truckee (both Reno and Truckee are within 45-minutes from Portola)

#### **Trail Construction Specifications:**

The proposed action also includes the construction of 19.8 miles of multi-use trail to and around Beckwourth Peak. Designated trailheads will be located in the City of Portola and the community of Gold Mountain.

Designed Use for the trail is for all non-motorized uses (hike, bike, and horseback). Trail specifications reflect Trail Class 3 development, with a standard width of 24 inches. The native surface and material will be utilized with no foreign materials being incorporated into the trail. Gravel and rock will be acquired on site. Target grades will not exceed 10% with maximum short pitches within 15%.

#### **Project Need:**

- 70% of the land in Plumas County is managed by the USDA Forest Service (National average is 8%)
- Plumas County was amongst the richest counties in California - once during the Gold Rush and again during the Timber Boom
- Jobs in this rural county have historically come from extractive industries that utilized resources on public lands. Due to government and environmental regulations, those jobs are gone and Plumas is now among California's poorest counties
- The Beckwourth Peak Recreation Project (BPRP) will bring local jobs and attract new residents and recreational tourism to a severely disadvantaged community

#### **Project Cost:**

- 19.8 miles X 5,280 feet X \$3.00= \$313,632- Full Construction
- 19.8 miles X 5,280 feet X \$1.5= \$156,000- Rough Cut Construction

#### **Funding**

- SBTS has secured \$27,500 in funding to match to the OGALS funding for this project.
- Plumas County- \$65,000

Total- \$92,500

- If funded SBTS plans on running a matching campaign Fall 2020/ Spring 2021 to make up the difference.

#### **Project Timeline:**

- Fall 2020- Cut corridor for trail alignment. Cut and scatter brush in 10 foot corridor that will provide space for tread and sight lines of users.
- Spring 2021- When snow melts, begin rough cut of trail to create tread. Rough cut tread is a more primitive style of building. The goal is to construct the entire loop and then improve upon it in the following years. Using sustainable building and trail layout practices this new trail will need less maintenance due to the sustainable layout that has drainage features built into the alignment rather than independent structures added after initial construction.
- Summer 2021- Complete rough cut construction.

#### **Project Deliverables:**

##### **SBTS Deliverables:**

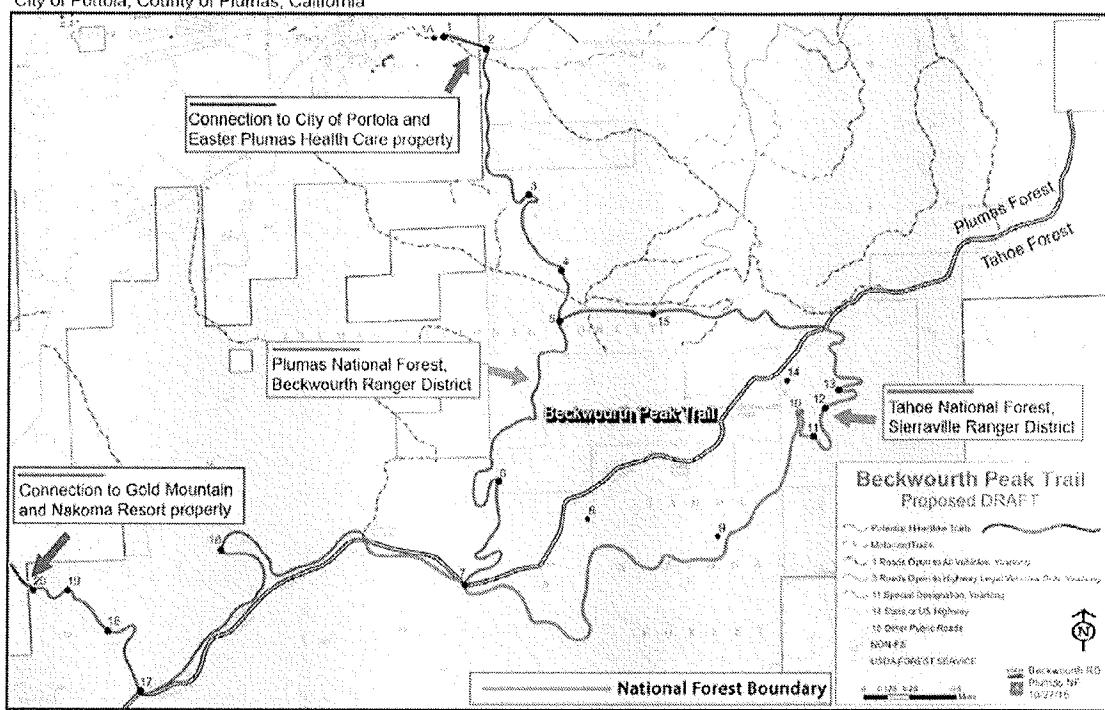
- Trail and trailhead construction, using locally hired trail crew and volunteers
- Develop long-term trail maintenance plan through Adopt a Trail Program
- Create local employment opportunities for SBTS Pro Crew and SBTS High School Trail Crew



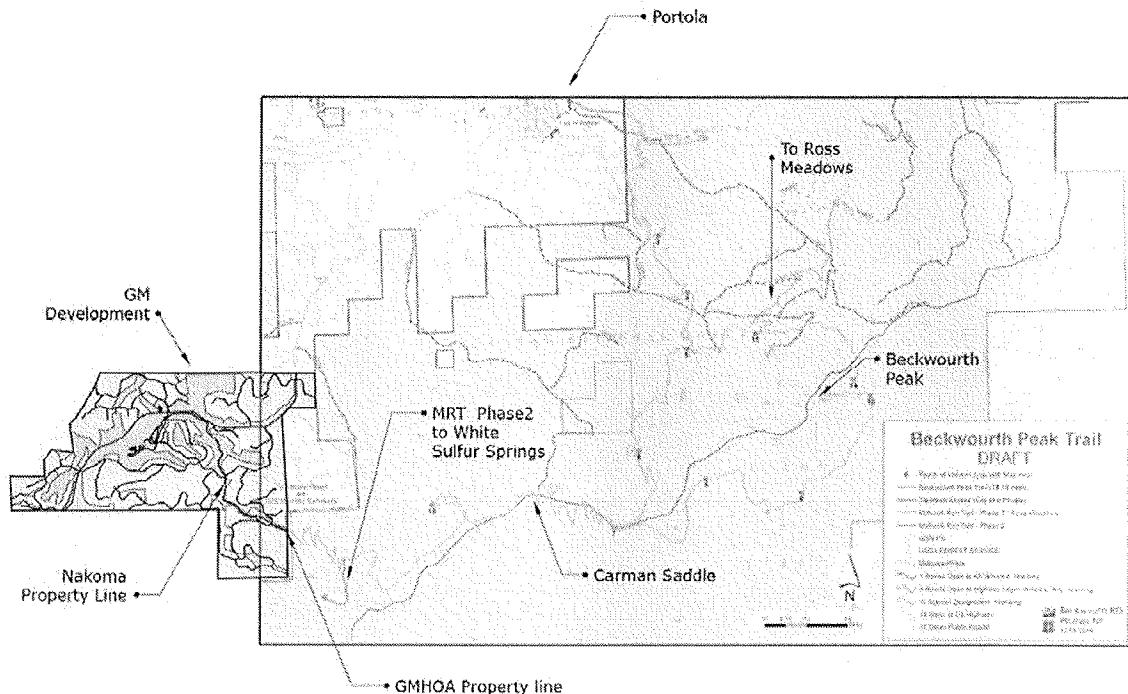
Beckwourth Peak, looking South from the City of Portola.

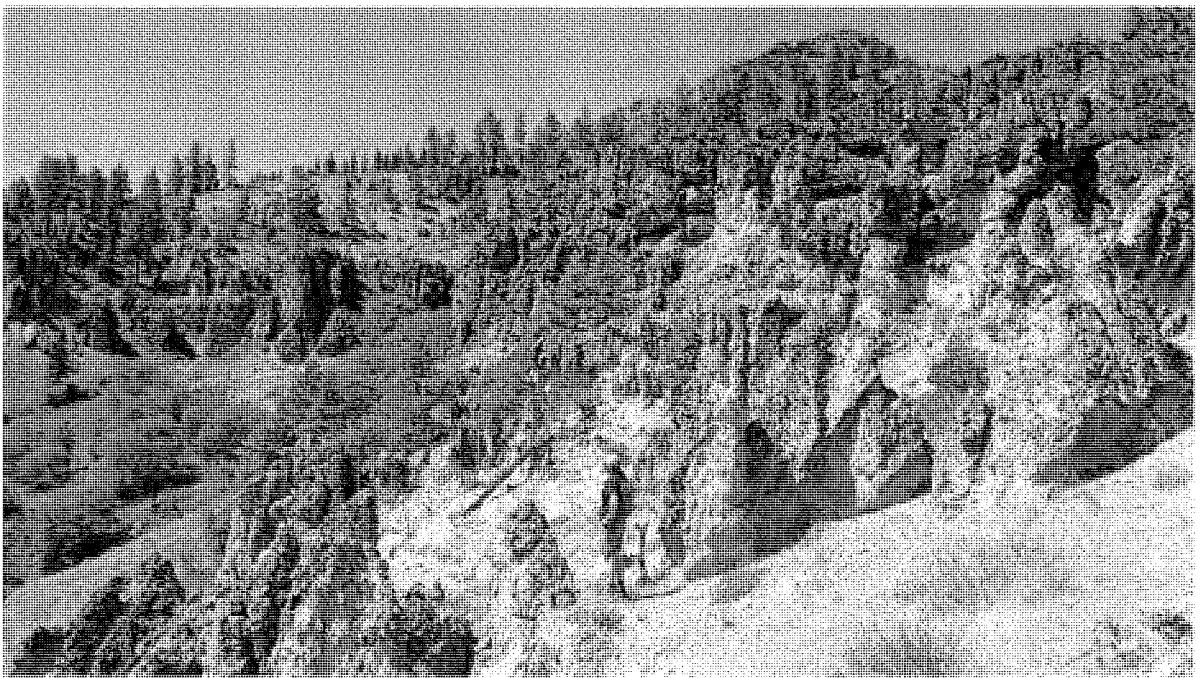
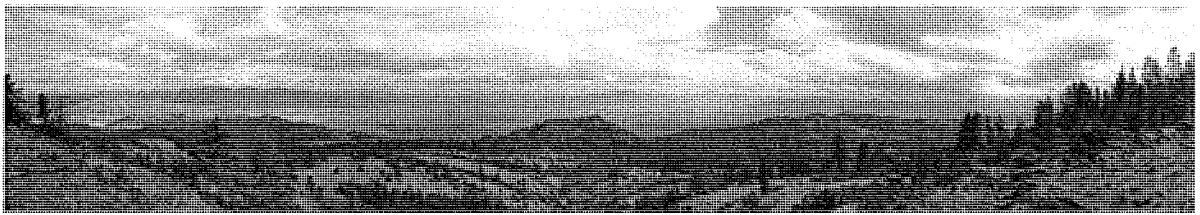
## Beckwourth Peak Recreation Project

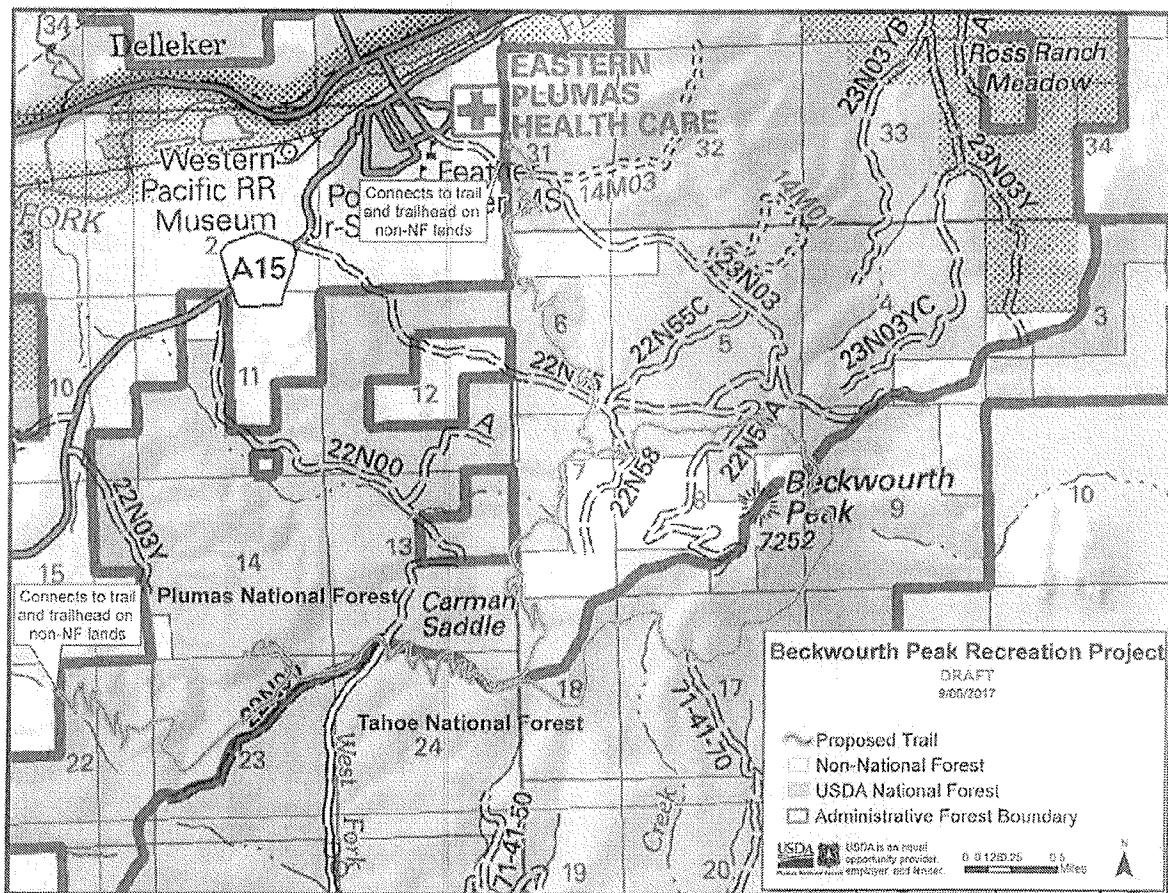
**Mohawk Rim Trail, Phase 1  
Plumas and Tahoe National Forests  
City of Portola, County of Plumas, California**



## Beckwourth Peak Recreation Project, Phase 1









## Memorandum

To: Honorable Board of Supervisors  
via Gabriel Hydrick, Plumas County Administrator      cc: Sherrie Thrall  
From: Almanor Recreation and Park District (ARPD) Board      Date: 9/15/2020

### **Re: Chester/Almanor Basin Recommendations for Use of Plumas' Per Capita Grant Funds**

Gabriel has asked us to provide our ideas and recommendations for use of the County's Per Capita Grant funds. Proposition 68 makes the County eligible for up to \$400,000 of grant funding for qualified park and recreation projects. We understand that qualification requirements additionally involve these key issues: 1) a project being a capital expenditure, not merely repairs or maintenance, 2) a deed restriction on the fully owned project's parcel, 3) a certified CEQA, 4) in some cases 20% matching funds, and 5) submittal and project completion time deadlines.

We are anxious to partner with the County in developing projects with popular themes (e.g. Pickleball, Disc Golf) that will not only complement other potential Per Capita County-wide improvements but will add recreation features here in Chester that other key Plumas communities already have. We feel such investments will achieve returns of better health and economic activity from our residents, resident's visitors, and other tourists.

Knowing in 2018 that ARPD had an opportunity for its own Per Capital Grant allocation, we conducted 3 outreach meetings in 2019 on the site of our 3 acre parcel in Chester and we asked the community what kind of recreation features they wanted. The desires and needs are many in Chester. Using that information and our own research, we developed a Master Plan for the key features desired (**see attached Figure 1**). Essentially we favor expanding the "Almanor Recreation Center" (ARC) development concept as envisioned by the County when they built the Community Center building on our ARPD property in 2010 using the full \$250,000 ARPD grant allocation as our donation to that project. It will also very nicely complement our adjacent Truman Collins Sports Field by providing activities for family members waiting between soccer or baseball/softball games and having new features that appeal to a broader age group.

One concern is that Chester does not qualify as a "severely disadvantaged community" for State Parks grants so we solicited and obtained donations for the required 20% matching funds. We also got engineering surveys donated for planning the design work. We understand use of County grant funds in Chester will also require matching funds.

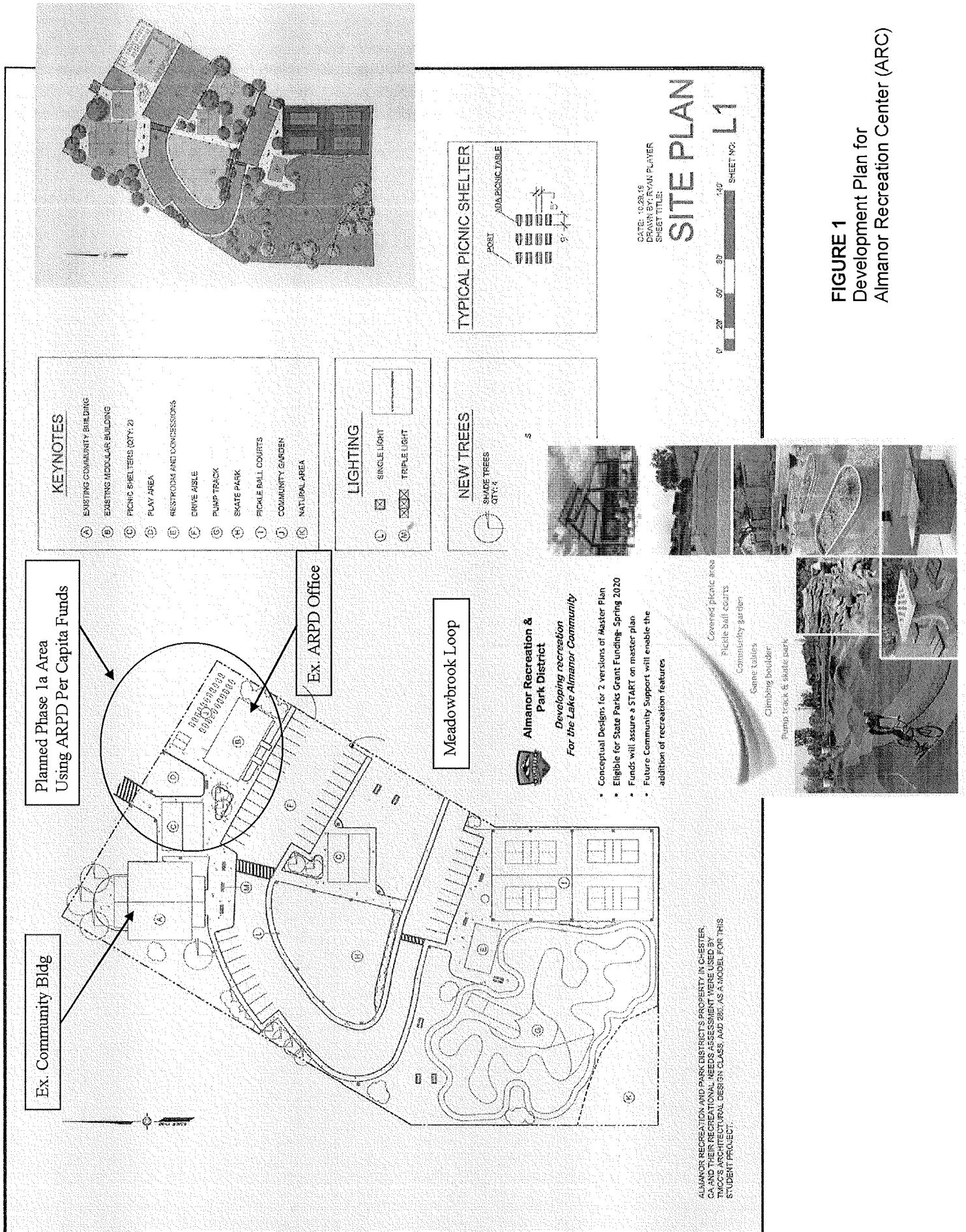
In 2019, we initiated CEQA studies for our entire 3-acre parcel and have recently filed a Notice of Determination for processing the certified CEQA as required by State Parks. We are ready to apply for project funding from our grant allocation.

As you can imagine, even our \$187,000 in Per Capita grant funds will not go far in creating all the features in our master development concept. We are finishing plans for our Phase 1a use of the funds which in concept include items shown in the **attached Figure 2**.

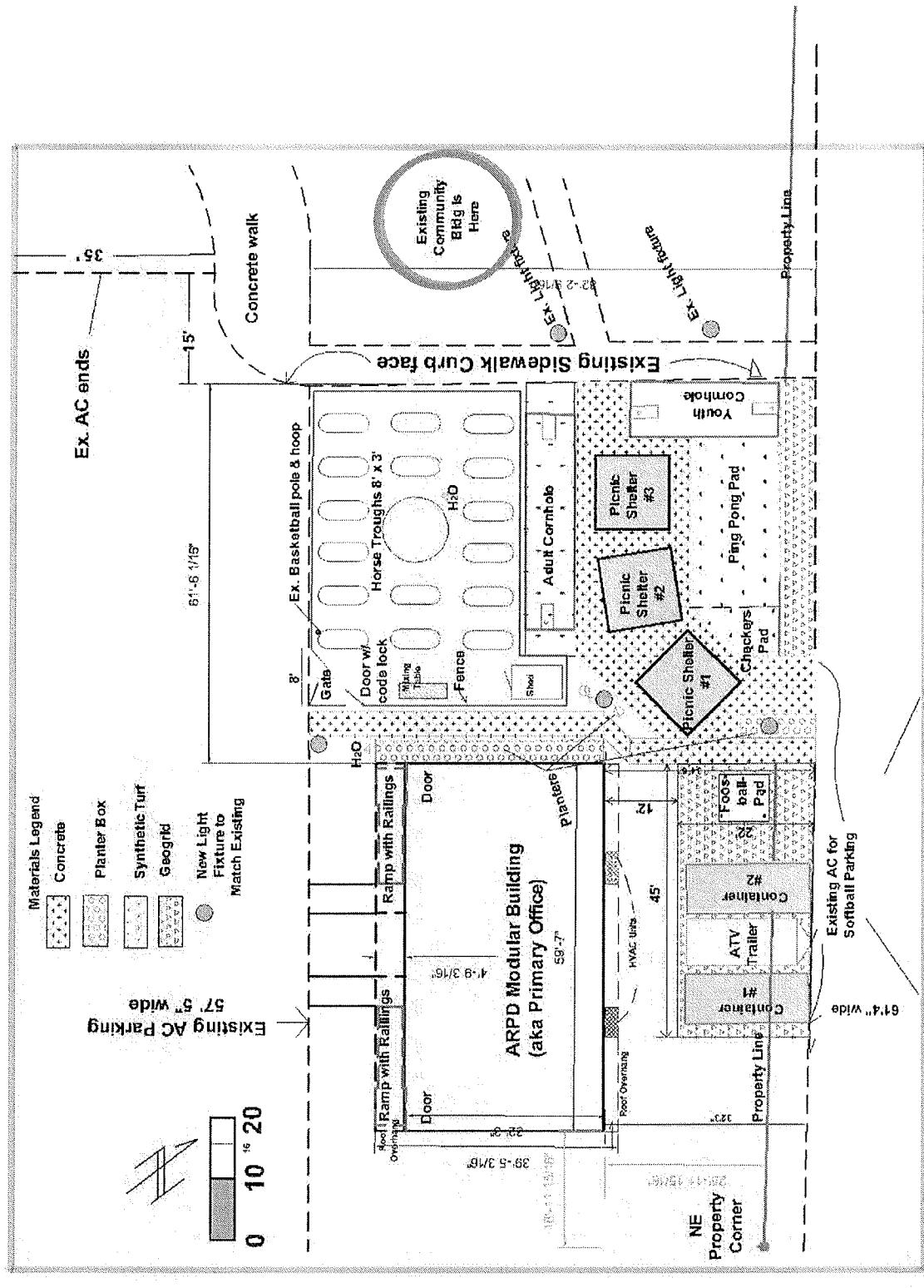
Our recommended partnering for County-wide sharing of the County Per Capita Funds is for the Board of Supervisors to grant an "Allocation Transfer" of a fair (e.g. 1/5) portion of their Per Capita allocation directly to ARPD so that we can complete another element of our master plan for community members (Figure 1). This will allow us to catch up with features that other key Plumas communities already have (e.g. skate park, pickleball, bicycle track, and picnic and restroom facilities) and add some (e.g. pickleball, disc golf) that may be planned by your Board in other communities for possible county-wide tournament play.

The Allocation Transfer would also allow us to enhance the area around the ARC's existing community building by providing ADA compliant recreation features just to its west, finishing the driveway and parking along its front entrance, creating secure use of the building's existing bathroom for outdoor visitors and adjacent ball field users, and improving the general appeal of the facility.

Another partnering recommendation would be to reconstruct the Chester Park baseball playing field including its irrigation system. Gophers and age have taken their toll to the significant safety concern of our local Little League association. This area is the highest use area within Chester Park and needs to remain a priority in order to draw participation to the other less used features. This replacement project could easily include video surveillance to assist in vandalism monitoring to reduce damage and maintenance.



**FIGURE 1**  
Development Plan for  
Almanor Recreation Center (ARC)



**FIGURE 2**  
**Phase 1a Area Per Capita Project**  
**Almanor Recreation Center (ARC)**

## **PER CAPITA ALLOCATIONS ANNOUNCED**

The California Department of Parks and Recreation's Office of Grants and Local Services (OGALS) is announcing the allocations for the Per Capita program, funded through the Parks and Water Bond Act of 2018 (Proposition 68).

**The allocation for Plumas County is \$400,000.**

Forty percent (40%) of the General Per Capita funds are allocated to counties, regional park districts, regional park and open space districts, and regional open space districts.

Total available (40% of \$185,000,000)

(Minimum of \$400,000 for populations below 247,577)

**The revised timeline for the Per Capita program will be as follows:**

Grant Performance Period: July 1, 2018 – June 30, 2024

Resolution: Grantee submits to OGALS no later than December 31, 2020

Application Packet(s): Grantee submits to OGALS no later than June 30, 2021

Project Completion Packet: Grantee completes project and submits completion documents to OGALS no later than March 31, 2024.

These figures and dates are contingent upon the Legislature approving the Governor's May Revised Budget, which proposes to extend the project liquidation of the Per Capita program to June 30, 2024.

OGALS will be holding on-line application workshops, which all agencies are required to attend. Eligible agencies will receive further information about the workshops in a future notice.

Funds are available for local park rehabilitation, creation, and improvement. Grant recipients are encouraged to utilize awards to rehabilitate existing infrastructure and to address deficiencies in neighborhoods lacking access to the outdoors.

Information on the program is available on the Per Capita Website, and the Procedural Guide provides details on how to submit an application.

If you have questions, contact your project officer, Lydia Willett at [lydia.willett@parks.ca.gov](mailto:lydia.willett@parks.ca.gov) .

# PLUMAS COUNTY AUDITOR / CONTROLLER

520 MAIN STREET • ROOM 205 • QUINCY, CA 95971-4111 • (530) 283-6246 • FAX (530) 283-6442  
ROBERTA M. ALLEN, CPA • AUDITOR / CONTROLLER



Date: September 3, 2020

To: The Honorable Board of Supervisors

From: Roberta Allen, Auditor / Controller

Subject: Adoption of Basic and Bond Tax Rates for Fiscal Year 2020/21, Tax Year 2020

**RECOMMENDATION:**

Adopt a Resolution adopting the Basic Tax Rate for Plumas County and the rates for the Plumas Unified School District and the Plumas District Hospital Bonds for Fiscal Year 2020/21 Tax Year 2020.

**BACKGROUND:**

Government Code §29100 requires that the board shall adopt by resolution the rates of taxes on the secured roll on or before October 3 of each year.

**RESOLUTION NO. 20-**

**A RESOLUTION ADOPTING THE BASIC TAX RATE FOR PLUMAS COUNTY AND THE RATES FOR  
THE PLUMAS UNIFIED SCHOOL DISTRICT AND THE PLUMAS DISTRICT HOSPITAL BONDS FOR  
FISCAL YEAR 2020/21**

**WHEREAS**, Government Code §29100 requires that the tax rates be set and approved by the Board of Supervisors.

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

The ad valorem property tax rate for Plumas County is 1% of the assessed value (\$1,000.00 per \$100,000 of assessed value) for the 2020/21 year, tax year 2020, with the bond rates to be ADDED to the 1% rate as follows:

The additional tax rates for the **Plumas Unified School District Bond** for Secured Assessed Values

Measure A: 0.04714% (\$47.14 per \$100,000 of assessed value)

Measure B: 0.06299% (\$62.99 per \$100,000 of assessed value)

The additional tax rates for the **Plumas Unified School District Bond** for Unsecured Assessed Values

Measure A: 0.03170% (\$31.70 per \$100,000 of assessed value)

Measure B: 0.07787% (\$77.87 per \$100,000 of assessed value)

The additional tax rates for the **Plumas District Hospital Bond**, as calculated and approved, by resolution No. 2020-10, by the Plumas District Hospital's Board, are affixed at 0.03044% of the Secured assessed value (\$30.44 per \$100,000 of assessed value) and 0.03455% of the Unsecured assessed value for the fiscal year 2020/21 tax year 2020.

The additional tax rates for the Plumas Unified School District and Plumas District Hospital Bonds is affixed at 0.16179% (\$161.79 per \$100,000 of assessed value) of the assessed value of the Unitary/State Board Roll for the fiscal year 2020/21, tax year 2020.

The foregoing, Resolution No. 20-\_\_\_\_\_ 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 15<sup>th</sup> day of September, 2020 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

---

**Chair, Board of Supervisors**

**ATTEST:**

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**Clerk of the Board of Supervisors**

## Schedule 3

**PLUMAS COUNTY**  
**DEBT SERVICE**

**Measure A & B School Bonds**

**FY 2021 Tax Year 2020**

w/PDH Resolution 2020-10

FY 2020/21 Bond Debt Requirement	\$ 4,985,632.10	1 Reserves:	
Unitary portion of Debt Service	\$ 869,339.45	2	
Total Debt	\$ 4,985,632.10		
Total to add to Reserve	\$ 100,000.00	3	
Unitary Portion	\$ (869,339.45)		
Unsecured Portion	\$ (116,068.12)		
<b>Total Debt for Secured</b>	<b>\$ 4,100,224.53</b>		
Total Unsecured Value	\$ 122,740,530.00	4	
Minus 13.7% Delinquent Rate	\$ (16,815,452.61)	note: historical delq rate 2004	
Unsecured Rate (Prior Year Sec Rate)	0.109575676%	5 note: was FY19/20 Secured Bond Rate	
<b>Unsecured Portion</b>	<b>\$ 116,068.12</b>		
Total Secured / Utility Value	\$ 3,849,368,935.00	6	
Plus HOE	\$ 27,742,133.00	7	
Minus 4% Delinquent Rate	\$ (153,974,757.40)		
<b>Total Value to collect on</b>	<b>\$ 3,723,136,310.60</b>		
Secured Debt Service	\$ 4,100,224.53		3,181,818.21
<b>FY 20/21 Secured Bond Rate</b>	<b>0.11013%</b>		<b>\$ 110.13</b>
FY20/21 w/o 2016 GO	0.06299%		\$ 62.99
FY20/21 2016 GO only	0.04714%		\$ 47.14
	0.00000%		110.13

\$ 4,985,632.10  
 Needs to equal total debt  
 requirement on Allocation  
 of Debt Service Revenue

*AMC  
 9/9/2020*

**PLUMAS COUNTY**  
**DEBT SERVICE**

**Measure A School Bond 2002, 2005 and**  
**2016 Refunding Bonds**

**FY 2020/21 Tax Year 2020**

w/PDH Resolution

**Tax Code 10070**

FY 2020/21 Bond Debt Requirement	\$ 1,986,719.60	1
Unitary portion of Debt Service	\$ 248,217.59	2
Total Debt	\$ 1,986,719.60	
Reserve _old bond	\$ 50,000.00	3
Unitary Portion	\$ (248,217.59)	
Unsecured Portion	\$ (33,579.09)	
<b>Total Debt for Secured</b>	<b>\$ 1,754,922.92</b>	
Total Unsecured Value	\$ 122,740,530.00	4
Minus 13.7% Delinquent Rate	\$ (16,815,452.61)	
Unsecured Rate (Prior Year Sec Rate)	0.03170%	5
<b>Unsecured Portion</b>	<b>\$ 33,579.09</b>	
Total Secured / Utility Value	\$ 3,849,368,935.00	6
Plus HOE	\$ 27,742,133.00	7
Minus 4% Delinquent Rate	\$ (153,974,757.40)	
<b>Total Value to collect on</b>	<b>\$ 3,723,136,310.60</b>	
Secured Debt Service	\$ 1,754,922.92	
<b>FY 2020/21 Secured Bond Rate</b>	<b>0.04714%</b>	

Reserve Fund as of 8/24/20	
Fund 8006 Bal	\$ 691,937.91
Reserve add on	\$ 50,000.00
Use for Bond Pmt	\$ 741,937.91
Less 2/1/21 pmt	(69,701.60)
	672,236.31

*note: historical delq rate 2004*

*note: was FY18/19 Secured Bond Rate for Measure*

*Note: unsecured bond debt sv used for 2016GO*

\$ 1,986,719.60	0.00
<i>Needs to equal total debt requirement on Allocation of Debt Service Revenue</i>	

\$ 47.14

*AMK  
9/9/2020*

**PLUMAS COUNTY**  
**DEBT SERVICE**

***Measure B School Bond 2016 General***  
***Obligation Bonds Only***

**FY 20/21 Tax Year 2020**

w/PDH Resolution

**Tax code 10071**

FY 2020/21 Bond Debt Requirement	\$ 2,998,912.50	1
Unitary portion of Debt Service	\$ 621,121.86	2

Total Debt	\$ 2,998,912.50
Total add on in fund from Prior Year for Sinking Fund	\$ 50,000.00
Unitary Portion	\$ (621,121.86)
Unsecured Portion	\$ (82,489.03)
<b>Total Debt for Secured</b>	<b>\$ 2,345,301.61</b>

Total Unsecured Value	\$ 122,740,530.00	4
Minus 13.7% Delinquent Rate	\$ (16,815,452.61)	
Unsecured Rate (Prior Year Sec Rate)	<b>0.07787488%</b>	5
<b>Unsecured Portion</b>	<b>\$ 82,489.03</b>	

Total Secured / Utility Value	\$ 3,849,368,935.00	6
Plus HOE	\$ 27,742,133.00	7
Minus 4% Delinquent Rate	\$ (153,974,757.40)	
<b>Total Value to collect on</b>	<b>\$ 3,723,136,310.60</b>	

Secured Debt Service	\$ 2,345,301.61
<b>FY 2020/21 Secured Bond Rate</b>	<b>0.06299%</b>

Reserve Fund as of 8/24/20	
Fund 3029 Bal	\$ 1,853,960.30
Less Deposit to Sinking Fund	\$ (937,882.40)
Balance 6/30/20	916,077.90
Add to Sinking Fund	50,000.00
<b>Ending Balance</b>	<b>966,077.90</b>
Less 2/1/21 pmt	(576,437.50)
	<b>389,640.40</b>

*note: historical delq rate 2004*

*note: was FY17/18 secured Bond Rate for Measure B*

\$ 2,998,912.50
<i>Needs to equal total debt requirement</i>
<i>on Allocation of Debt</i>
<i>Service Revenue</i>

\$ 62.99

*John  
9/9/2020*

**PLUMAS COUNTY**  
**Allocation of Debt Service Revenue**  
**FY 2020/21 | Tax Year 2020**

	<i>i</i> data input <i>x</i>	<i>k</i> data input <i>y</i>	<i>m</i>	<i>o</i> data input <i>z/1</i>	<i>q</i> <i>m*o</i>	<i>s</i> calc	<i>t</i> calc <i>2</i>
	<i>Prior Year 19/20</i> Debt Service Revenue	<i>Prior Year 19/20</i> Unitary Debt Service		<i>Current Year</i> Debt Requirement	<i>Current Year</i> Unitary Portion	<i>Current Year</i> Unitary Allocation	<i>Current Year</i> Debt Service Levy
School Bond A	\$ 1,407,586.96	\$ 178,752.60	12.70%	\$ 1,291,042.70	\$ 163,952.39	27.0324%	\$ 248,217.59
School Bond B	\$ 3,392,271.24	\$ 447,297.67	13.19%	\$ 3,230,612.50	\$ 425,981.69	67.6439%	\$ 621,121.86
Plumas Hospital	\$ 235,483.50	\$ 35,257.25	14.97%	\$ 254,253.90	\$ 38,067.61	5.3237%	\$ 48,883.19
School bond A+B	\$ 5,035,341.70	\$ 661,307.52	-	\$ 4,775,909.10	\$ 628,001.68	100.0000%	\$ 918,222.65
							from A1

## PLUMAS COUNTY

## Calculation of Unitary Average Tax Rate

FY 2020/21 | Tax Year 2020

w/ PDH Resolution XXXX

FY 2020/21 Ad Valorem Secured	\$ 4,062,346,090.00	A
Plus Utility	\$ 569,789,747.00	B
Plus HOE	\$ 28,477,133.00	C
<b>Total Secured, Utility, &amp; HOE</b>	<b>\$ 4,660,612,970.00</b>	<b>D</b>
Times the 1% Tax Rate	1.00000%	
<b>FY 2020/21 Gross County Wide Tax (Less Unsecured)</b>	<b>\$ 46,606,130.00</b>	

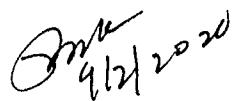
Divided by Secured Ad Valorem (see above 'D')	\$ 4,660,612,970.00
<b>Unitary Rate - Countywide Tax Divided by Secured Ad Valorem - R&amp;T Code 98.9(b)(1)</b>	<b>1.00000%</b>

Prior Year Unitary Debt Service Rate	0.11652% F
--------------------------------------	------------

Countywide Secured (including HOE) Debt Service Levy 2019/20 <i>immediate prior fiscal year</i>	\$ 3,914,022.08	G
Countywide Secured (including HOE) Debt Service Levy 2018/19 <i>second prior fiscal year</i>	\$ 2,818,838.76	H
Percentage of Difference Between 2 Preceding Years	138.85229%	I

<b>Final Unitary Debt Service Tax Rate</b>	<b>0.16179%</b>	<b>I / F</b>
--	-----------------	--------------

Current Year Unitary Value	\$ 567,555,447.00	E ✓
<b>Current Year Unitary Debt Service Levy</b>	<b>\$ 918,222.65</b>	<b>A1 ✓</b>



**PLUMAS HOSPITAL DISTRICT**

**RESOLUTION No. 2020-10**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
PLUMAS HOSPITAL DISTRICT  
GENERAL OBLIGATION BONDS SERIES B  
PROPERTY TAX RATE 2020-2021**

NOW, THEREFORE BE IT RESOLVED that the President and Secretary of the Board of the Plumas Hospital District Board of Directors are hereby authorized and empowered to take all actions necessary or appropriate:

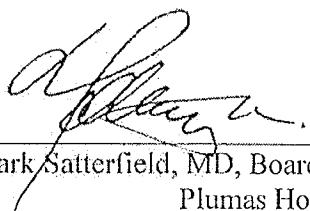
1. To authorize the Plumas County Tax Assessor's office to set the 2020-2021 Property Tax Rate for the Plumas District Hospital General Obligation Bond Series B at 0.0003044

PASSED AND ADOPTED this 6th day of August, 2020 by the following vote:

AYES: Director Satterfield  
Director Kimmel  
Director Ryback  
Director Flanigan  
Director Wickman  
Director McNett  
Director Evans

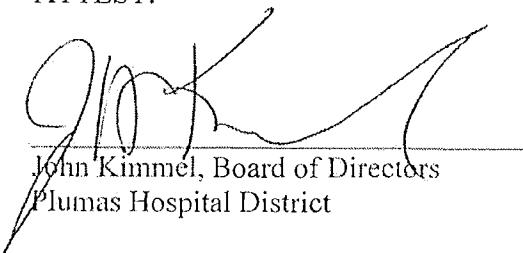
NAYES: None

ABSENT: None



Mark Satterfield, MD, Board of Directors  
Plumas Hospital District

ATTEST:



John Kimmel, Board of Directors  
Plumas Hospital District

## Debt Service - Plumas Hospital District

	2020/21 bond debt service	2020-21
1	<b>Total Debt (Feb 2020 &amp; Aug 2020)</b>	254,253.90
2	<b>Total left in fund after Aug 2018 pymt</b>	(49,714.69)
3	<b>Unitary Portion</b>	0.00
4	<b>Unsecured Portion</b>	(10,317.93)
5	<b>Total Debt for Secured Portion</b>	194,221.28
6	<b>Total Unsecured Value</b>	43,414,953.00
7	<b>Minus 13% delq rate</b>	(5,643,943.89)
8	<b>Unsec rate (prior yr sec rate)</b>	0.0002732
9	<b>Unsecured's portion</b>	10,317.93
10	<b>Total Secured/utility Value</b>	683,526,368.00
11	<b>Plus HOE/HOX</b>	9,304,337.00
12	<b>Minus 8% delq rate</b>	(54,682,109.44)
13	<b>Total Value to collect on</b>	<b>638,148,595.56</b>
14	<b>Secured Debt Svc</b>	194,221.28
15	<b>Secured Bond Rate</b>	0.0003044

**\$30.44 per \$100k**

County of Plumas  
AUDITOR CERTIFIED VALUES BY TAX BASE  
Model Num: final, Tax Year: 2020  
AIRCRAFT VALUES EXCLUDED

TAX CODE: 00001 BASIC TAX				TAX CODE: 00002 Unitary Rate			
TYPE:	PARCEL COUNT	LOCAL	UTILITY	TYPE:	PARCEL COUNT	LOCAL	UTILITY
OPERATING	SECURED	UNSECURED	TOTAL	OPERATING	SECURED	UNSECURED	TOTAL
PARCEL COUNT	25,713	3,033	28,746	PARCEL COUNT	26	0	26
LOCAL	3,967,289,512	123,871,702	4,091,161,214	LOCAL			0
UTILITY	2,234,300		2,234,300	UTILITY	501,075,584		501,075,584
TOTAL	3,969,523,812	123,871,702	4,093,395,514	TOTAL	501,075,584		501,075,584
PLUS HOX	28,477,133	88,425	28,565,558	PLUS HOX			0
TOTAL	3,998,000,945	123,960,127	4,121,961,072	TOTAL	501,075,584		501,075,584
TAX CODE: 00003 RR Unitary				TAX CODE: 10001 Unitary Bond			
TYPE:	PARCEL COUNT	LOCAL	UTILITY	TYPE:	PARCEL COUNT	LOCAL	UTILITY
OPERATING	SECURED	UNSECURED	TOTAL	OPERATING	SECURED	UNSECURED	TOTAL
PARCEL COUNT	3	0	3	PARCEL COUNT	25,713	3,033	28,746
LOCAL			0	LOCAL	3,967,289,512	123,871,702	4,091,161,214
UTILITY	66,479,863		66,479,863	UTILITY	2,234,300		2,234,300
TOTAL	66,479,863		66,479,863	TOTAL	3,969,523,812	123,871,702	4,093,395,514
PLUS HOX			0	PLUS HOX	28,477,133	88,425	28,565,558
TOTAL	66,479,863		66,479,863	TOTAL	3,998,000,945	123,960,127	4,121,961,072
TAX CODE: 10010 Plumas Unified School District				TAX CODE: 10030 Chester PUD			
TYPE:	PARCEL COUNT	LOCAL	UTILITY	TYPE:	PARCEL COUNT	LOCAL	UTILITY
OPERATING	SECURED	UNSECURED	TOTAL	OPERATING	SECURED	UNSECURED	TOTAL
PARCEL COUNT	24,600	2,969	27,569	PARCEL COUNT	1,429	179	1,608
LOCAL	3,847,619,437	122,652,105	3,970,271,542	LOCAL	234,233,805	17,139,278	251,373,083
UTILITY	1,749,498		1,749,498	UTILITY			0
TOTAL	3,849,368,935	122,652,105	3,972,021,040	TOTAL	234,233,805	17,139,278	251,373,083
PLUS HOX	27,742,133	88,425	27,830,558	PLUS HOX	2,849,000		2,849,000
TOTAL	3,877,111,068	122,740,530	3,999,851,598	TOTAL	237,082,805	17,139,278	254,222,083
TAX CODE: 10040 Chester PUD - Zone A				TAX CODE: 10050 Eastern Plumas Hospital			
TYPE:	PARCEL COUNT	LOCAL	UTILITY	TYPE:	PARCEL COUNT	LOCAL	UTILITY
OPERATING	SECURED	UNSECURED	TOTAL	OPERATING	SECURED	UNSECURED	TOTAL
PARCEL COUNT	1,228	157	1,385	PARCEL COUNT	9,796	474	10,270
LOCAL	175,824,787	12,191,626	188,016,413	LOCAL	1,281,184,943	18,219,270	1,299,404,213
UTILITY			0	UTILITY	925,593		925,593
TOTAL	175,824,787	12,191,626	188,016,413	TOTAL	1,282,110,536	18,219,270	1,300,329,806
PLUS HOX	2,401,000		2,401,000	PLUS HOX	9,296,789		9,296,789
TOTAL	178,225,787	12,191,626	190,417,413	TOTAL	1,291,407,325	18,219,270	1,309,626,595
TAX CODE: 10070 School Bond Measure A 530-283-6500 x!				TAX CODE: 10071 School Bond Measure B 530-283-6500, x			
TYPE:	PARCEL COUNT	LOCAL	UTILITY	TYPE:	PARCEL COUNT	LOCAL	UTILITY
OPERATING	SECURED	UNSECURED	TOTAL	OPERATING	SECURED	UNSECURED	TOTAL
PARCEL COUNT	24,600	2,969	27,569	PARCEL COUNT	24,600	2,969	27,569
LOCAL	3,847,619,437	122,652,105	3,970,271,542	LOCAL	3,847,619,437	122,652,105	3,970,271,542
UTILITY	1,749,498		1,749,498	UTILITY	1,749,498		1,749,498
TOTAL	3,849,368,935	122,652,105	3,972,021,040	TOTAL	3,849,368,935	122,652,105	3,972,021,040
PLUS HOX	27,742,133	88,425	27,830,558	PLUS HOX	27,742,133	88,425	27,830,558
TOTAL	3,877,111,068	122,740,530	3,999,851,598	TOTAL	3,877,111,068	122,740,530	3,999,851,598

Plumas County Auditor/Controller  
Bond Debt Calculation for FY20-21

FY	Fund	Due Date	(1) Measure A 8006	(2) Measure A 8006	(3) Measure B 3029	(4) Measure B 3029	2016 GO Feb 19	
			2005 GO	2016 Refunding	2016A GO	Series B		
FY2021		8/1/2021	\$1,092,956.25	\$ 70,745.35	\$ 187,537.50	\$ 1,438,900.00	\$ 2,790,139.10	
FY2122		2/2/2022		\$ 41,509.00	\$ 106,737.50	\$ 449,500.00	\$ 597,746.50	
FY2122		8/1/2022		\$ 781,509.00	\$ 191,737.50	\$ 624,500.00	\$ 1,597,746.50	
			last pmt				\$ -	
				\$1,092,956.25	\$ 893,763.35	\$ 486,012.50	\$ 2,512,900.00	\$ 4,985,632.10
					\$1,986,719.60		\$2,998,912.50	\$ 4,985,632.10
								\$ 1,903,959.21
	BS Balance 8/24/20		8006	8006	3029	3029	Total	
			\$ 691,937.91		\$ 1,853,960.30		\$ 2,545,898.21	
			2/1/2021 \$ (27,956.25)	\$ (41,745.25)	\$ (107,537.50)	\$ (468,900.00)	\$ (646,139.00)	\$ 1,899,759.21
								\$ 4,200.00
			8/1/2021 \$ 1,092,956.25	\$ 70,745.35	\$ 187,537.50	\$ 1,438,900.00	\$ (2,790,139.10)	
			2/2/2022	\$ 41,509.00	\$ 106,737.50	\$ 449,500.00	\$ (597,746.50)	
			8/1/2022	\$ 781,509.00	\$ 187,537.50	\$ 624,500.00	\$ (1,593,546.50)	
							\$ (3,081,672.89)	

Plumas County Auditor/Controller  
Bond Debt Calculation for FY19-20

*Prior Year*

Fund Due Date	Measure A		Measure A		Measure B		Measure B	
	8006 2005 GO	8006 2016 Refunding	3029 2016 GO	3029 2016 GO Feb19	3029 2016 GO Feb19	Total		
2/1/2020	\$ 54,206.25	\$ 41,964.30	\$ 108,287.50	\$ 496,300.00	\$ 700,758.05			
8/1/2020	\$ 1,054,206.25	\$ 70,964.30	\$ 183,287.50	\$ 1,866,300.00	\$ 3,174,758.05			
2/1/2021	\$ 27,956.25	\$ 41,745.35	\$ 107,537.50	\$ 468,900.00	\$ 646,139.10			
					\$ -			
Total		\$ 1,136,368.75	\$ 154,673.95	\$ 399,112.50	\$ 2,831,500.00	\$ 4,521,655.20		
			\$ 1,291,042.70		\$ 3,230,612.50	\$ 4,521,655.20		
Prop Tax collected FY1920		\$ 1,407,586.96		\$ 3,392,225.04		\$ 4,799,812.00		
Interest		\$ 10,823.63		\$ 24,220.45		\$ 35,044.08		
						\$ 4,834,856.08		
					Collected over needed amount	\$ 313,200.88		

## AUW0120v2.5.0.2: Main      Ad Valorem Tax Setup New Year

Tax Year Of Rates: 2020

Tax Code      Description

Tax Code	Description	Secured Bill Rate
00001	BASIC TAX	1.000000 ▾
00002	Unitary Rate	1.000000
00003	RR Unitary	1.000000
10001	Unitary Bond	0.000000
10010	Plumas Unified School District	0.000000
10030	Chester PUD	0.000000
10040	Chester PUD - Zone A	0.000000
10050	Eastern Plumas Hospital	0.000000
10070	School Bond Measure A 530-283-6500 x5230	0.031700
► 10071	School Bond Measure B 530-283-6500 x5230	0.077370 ▾
10075	Unitary Debt Service	0.116520
10076	RR Debt Service	0.116520
10080	Plumas District Hospital Bond	0.027320
19930	Portola	0.000000
19940	East Quincy Services	0.000000
19950	Greenville Sanitary	0.000000
19960	Peninsula Fire	0.000000 ▾

[Copy Links](#) [Curr Rates](#) [Xfer Rates](#) [Valid TRAS](#) [View From/To TRA](#) [Tax Codes](#) [TC-TRA Links](#) [MultiYear Rates](#)
[Save](#) [F7](#) [Cancel](#) [F8](#) [Zero Rates](#)

21 Record(s) found.

bharrison, 09/18/2019 9:05:45 AM

PLUMAS COUNTY  
DEBT SERVICE

Prior Year

**Measure A & B School Bonds**

**FY 2019/20 Tax Year 2019**

w/PDH Resolution 2019-3

FY 2019/20 Bond Debt Requirement	\$ 4,521,655.20	1 Reserves:	
Unitary portion of Debt Service	\$ 626,117.38	2	
Total Debt	\$ 4,521,655.20		
Total to add to Reserve	\$ 100,000.00	3	
Unitary Portion	\$ (626,117.38)		
Unsecured Portion	\$ (81,515.74)		
<b>Total Debt for Secured</b>	<b>\$ 3,914,022.08</b>		
Total Unsecured Value	\$ 114,326,133.00	4	
Minus 13.7% Delinquent Rate	\$ (15,662,680.22)	note: historical delq rate 2004	
Unsecured Rate (Prior Year Sec Rate)	0.08262%	5 note: was FY18/19 Secured Bond Rate	
<b>Unsecured Portion</b>	<b>\$ 81,515.74</b>		
Total Secured / Utility Value	\$ 3,691,526,957.00	6	
Plus HOE	\$ 28,114,881.00	7	
Minus 4% Delinquent Rate	\$ (147,661,078.28)		
<b>Total Value to collect on</b>	<b>\$ 3,571,980,759.72</b>		
Secured Debt Service	\$ 3,914,022.08		3,181,818.21
<b>FY 2019/20 Secured Bond Rate</b>	<b>0.10958%</b>		\$ 4,521,655.20
FY19/20 w/o 2016 GO	0.03170%		Needs to equal total debt requirement on Allocation of Debt Service Revenue
FY19/20 2016 GO only	0.07787%		
	0.00000%		

White, Julie

ReP  
#10

From: Fung, Gordon <gordonfung@bnymellon.com>  
Sent: Thursday, January 09, 2014 12:03 PM  
To: White, Julie  
Subject: PLUMAS2005

Pay#	Date	Interest	Principal	Balance
1	02/01/2005	122,386.66	0.00	6,746,000.00
2	08/01/2006	160,000.00	0.00	6,746,000.00
3	02/01/2007	160,000.00	0.00	6,746,000.00
4	08/01/2007	160,000.00	0.00	6,746,000.00
5	02/01/2008	160,000.00	0.00	6,746,000.00
6	08/01/2008	160,000.00	0.00	6,746,000.00
7	02/01/2009	100,000.00	0.00	6,746,000.00
8	08/01/2009	160,000.00	265,000.00	6,481,000.00
9	02/01/2010	156,162.50	0.00	6,195,000.00
10	08/01/2010	156,162.50	205,000.00	6,195,000.00
11	02/01/2011	150,818.75	0.00	6,195,000.00
12	08/01/2011	150,818.75	300,000.00	6,095,000.00
13	02/01/2012	144,018.75	0.00	6,095,000.00
14	08/01/2012	144,018.75	320,000.00	5,875,000.00
15	02/01/2013	138,418.75	0.00	5,875,000.00
16	08/01/2013	138,418.75	335,000.00	5,240,000.00
17	02/01/2014	131,718.75	0.00	5,240,000.00
18	08/01/2014	131,718.75	315,000.00	4,925,000.00
19	02/01/2015	125,418.75	0.00	4,925,000.00
20	08/01/2015	125,418.75	330,000.00	4,595,000.00
21	02/01/2016	118,818.75	0.00	4,595,000.00
22	08/01/2016	118,818.75	360,000.00	4,235,000.00
23	02/01/2017	111,168.75	0.00	4,235,000.00
24	08/01/2017	111,168.75	380,000.00	3,855,000.00
25	02/01/2018	101,193.75	0.00	3,855,000.00
26	08/01/2018	101,193.75	865,000.00	2,990,000.00
27	02/01/2019	78,407.50	0.00	2,990,000.00
28	08/01/2019	78,407.50	325,000.00	2,665,000.00
29	02/01/2020	54,206.25	0.00	2,665,000.00
30	08/01/2020	54,206.25	1,000,000.00	1,665,000.00
31	02/01/2021	27,956.25	0.00	1,665,000.00
32	08/01/2021	27,956.25	1,085,000.00	0.00
Total:		3,925,361.66	6,746,000.00	

Gordon Fung  
Associate  
BNY Mellon Trust Company, N.A.  
100 Pine Street, Suite 3100  
San Francisco, CA 94111  
Phone: 415.263.2090  
Fax: 415.399.1647  
E-mail: gordon.fung@bny Mellon.com

From: Fung, Gordon  
Sent: Thursday, January 09, 2014 12:01 PM  
To: 'White, Julie'  
Subject: PLUMAS2002

Pay#	Date	Interest	Principal	Balance
720207AX0	06/01/2014	0.000000	\$400,000.00	01/08/2014
720207AY7	08/01/2016	0.000000	\$420,000.00	01/08/2014

(2)

*Exhibit A***Semi-Annual Debt Service Payment Schedule**

**Plumas Unified School District  
2016 General Obligation Refunding Bonds**

<u>Period Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Debt Service</u>
2/1/2017	—	\$ 19,618.20	\$ 19,618.20
8/1/2017	\$ 141,000.00	43,064.35	184,064.35
2/1/2018		42,324.10	42,324.10
8/1/2018	28,000.00	42,324.10	70,324.10
2/1/2019		42,154.70	42,154.70
8/1/2019	28,000.00	42,154.70	70,154.70
2/1/2020		41,964.30	41,964.30
8/1/2020	29,000.00	41,964.30	70,964.30
2/1/2021		41,745.35	41,745.35
8/1/2021	29,000.00	41,745.35	70,745.35
2/1/2022		41,509.00	41,509.00
8/1/2022	740,000.00	41,509.00	781,509.00
2/1/2023		35,071.00	35,071.00
8/1/2023	757,000.00	35,071.00	792,071.00
2/1/2024		27,879.50	27,879.50
8/1/2024	809,000.00	27,879.50	836,879.50
2/1/2025		19,385.00	19,385.00
8/1/2025	830,000.00	19,385.00	849,385.00
2/1/2026		10,089.00	10,089.00
8/1/2026	855,000.00	10,089.00	865,089.00
	<b><u>\$4,246,000.00</u></b>	<b><u>\$666,926.45</u></b>	<b><u>\$4,912,926.45</u></b>

(3)

*Exhibit A*

**Semi-Annual Debt Service Payment Schedule**

<b>Period Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
2/1/2018		\$ 186,338.75	\$ 186,338.75	
8/1/2018	\$1,670,000	143,337.50	1,813,337.50	\$ 1,999,676.25
2/1/2019		126,637.50	126,637.50	
8/1/2019	1,835,000	126,637.50	1,961,637.50	2,088,275.00
2/1/2020		108,287.50	108,287.50	
8/1/2020	75,000	108,287.50	183,287.50	291,575.00
2/1/2021		107,537.50	107,537.50	
8/1/2021	80,000	107,537.50	187,537.50	295,075.00
2/1/2022		106,737.50	106,737.50	
8/1/2022	85,000	106,737.50	191,737.50	298,475.00
2/1/2023		105,887.50	105,887.50	
8/1/2023	95,000	105,887.50	200,887.50	306,775.00
2/1/2024		104,937.50	104,937.50	
8/1/2024	105,000	104,937.50	209,937.50	314,875.00
2/1/2025		103,887.50	103,887.50	
8/1/2025	110,000	103,887.50	213,887.50	317,775.00
2/1/2026		102,787.50	102,787.50	
8/1/2026	120,000	102,787.50	222,787.50	325,575.00
2/1/2027		100,987.50	100,987.50	
8/1/2027	130,000	100,987.50	230,987.50	331,975.00
2/1/2028		99,037.50	99,037.50	
8/1/2028	140,000	99,037.50	239,037.50	338,075.00
2/1/2029		96,937.50	96,937.50	
8/1/2029	150,000	96,937.50	246,937.50	343,875.00
2/1/2030		94,687.50	94,687.50	
8/1/2030	160,000	94,687.50	254,687.50	349,375.00
2/1/2031		92,287.50	92,287.50	
8/1/2031	175,000	92,287.50	267,287.50	359,575.00
2/1/2032		89,662.50	89,662.50	
8/1/2032	185,000	89,662.50	274,662.50	364,325.00
2/1/2033		86,771.88	86,771.88	
8/1/2033	200,000	86,771.88	286,771.88	373,543.76
2/1/2034		83,646.88	83,646.88	
8/1/2034	210,000	83,646.88	293,646.88	377,293.76
2/1/2035		80,234.38	80,234.38	
8/1/2035	225,000	80,234.38	305,234.38	385,468.76
2/1/2036		76,578.13	76,578.13	

SC085139

A-1

*County Receipt of Debt Service Schedule*

*Plumas Unified School District*

*General Obligation Bonds, Election of 2016, Series A*

(4)

*Exhibit A***Semi-Annual Debt Service Payment Schedule**

<b>Period Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
8/1/2019	--	\$ 443,912.78	\$ 443,912.78	\$ 443,912.78
2/1/2020	--	496,300.00	496,300.00	
8/1/2020	\$ 1,370,000	496,300.00	1,866,300.00	2,362,600.00
2/1/2021		468,900.00	468,900.00	
8/1/2021	970,000	468,900.00	1,438,900.00	1,907,800.00
2/1/2022		449,500.00	449,500.00	
8/1/2022	175,000	449,500.00	624,500.00	1,074,000.00
2/1/2023		445,125.00	445,125.00	
8/1/2023	205,000	445,125.00	650,125.00	1,095,250.00
2/1/2024		440,000.00	440,000.00	
8/1/2024	235,000	440,000.00	675,000.00	1,115,000.00
2/1/2025		434,125.00	434,125.00	
8/1/2025	270,000	434,125.00	704,125.00	1,138,250.00
2/1/2026		427,375.00	427,375.00	
8/1/2026	305,000	427,375.00	732,375.00	1,159,750.00
2/1/2027		419,750.00	419,750.00	
8/1/2027	340,000	419,750.00	759,750.00	1,179,500.00
2/1/2028		411,250.00	411,250.00	
8/1/2028	380,000	411,250.00	791,250.00	1,202,500.00
2/1/2029		401,750.00	401,750.00	
8/1/2029	425,000	401,750.00	826,750.00	1,228,500.00
2/1/2030		391,125.00	391,125.00	
8/1/2030	470,000	391,125.00	861,125.00	1,252,250.00
2/1/2031		379,375.00	379,375.00	
8/1/2031	515,000	379,375.00	894,375.00	1,273,750.00
2/1/2032		366,500.00	366,500.00	
8/1/2032	570,000	366,500.00	936,500.00	1,303,000.00
2/1/2033		352,250.00	352,250.00	
8/1/2033	620,000	352,250.00	972,250.00	1,324,500.00
2/1/2034		339,850.00	339,850.00	
8/1/2034	675,000	339,850.00	1,014,850.00	1,354,700.00
2/1/2035		326,350.00	326,350.00	
8/1/2035	725,000	326,350.00	1,051,350.00	1,377,700.00
2/1/2036		311,850.00	311,850.00	
8/1/2036	780,000	311,850.00	1,091,850.00	1,403,700.00
2/1/2037		296,250.00	296,250.00	
8/1/2037	840,000	296,250.00	1,136,250.00	1,432,500.00

(4)

Period Ending	Principal	Interest	Debt Service	Annual Debt Service
2/1/2038		279,450.00	279,450.00	
8/1/2038	900,000	279,450.00	1,179,450.00	1,458,900.00
2/1/2039		261,450.00	261,450.00	
8/1/2039	970,000	261,450.00	1,231,450.00	1,492,900.00
2/1/2040		242,050.00	242,050.00	
8/1/2040	1,035,000	242,050.00	1,277,050.00	1,519,100.00
2/1/2041		221,350.00	221,350.00	
8/1/2041	1,105,000	221,350.00	1,326,350.00	1,547,700.00
2/1/2042		199,862.50	199,862.50	
8/1/2042	1,180,000	199,862.50	1,379,862.50	1,579,725.00
2/1/2043		176,912.50	176,912.50	
8/1/2043	1,260,000	176,912.50	1,436,912.50	1,613,825.00
2/1/2044		152,406.25	152,406.25	
8/1/2044	1,335,000	152,406.25	1,487,406.25	1,639,812.50
2/1/2045		126,443.75	126,443.75	
8/1/2045	1,420,000	126,443.75	1,546,443.75	1,672,887.50
2/1/2046		98,825.00	98,825.00	
8/1/2046	1,510,000	98,825.00	1,608,825.00	1,707,650.00
2/1/2047		69,450.00	69,450.00	
8/1/2047	1,600,000	69,450.00	1,669,450.00	1,738,900.00
2/1/2048		38,325.00	38,325.00	
8/1/2048	1,970,000	38,325.00	2,008,325.00	2,046,650.00
<b>Totals:</b>	<b>\$24,155,000</b>	<b>\$18,492,212.78</b>	<b>\$42,647,212.78</b>	<b>\$42,647,212.78</b>

4

**RESOLUTION NO. 20-8512**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS DECLARING ITS INTENTION TO ESTABLISH THE FEATHER RIVER TOURISM MARKETING DISTRICT (FRTMD) AND FIXING THE TIME AND PLACE OF A PUBLIC MEETING AND A PUBLIC HEARING THEREON AND GIVING NOTICE THEREOF**

**WHEREAS**, the Property and Business Improvement Law of 1994, Streets and Highways Code § 36600 et seq., authorizes the County to establish business improvement districts for the purposes of promoting tourism; and

**WHEREAS**, Feather River Tourism Association, lodging business owners, and representatives from the County of Plumas have met to consider the formation of the Feather River Tourism Marketing District (FRTMD) in a portion of Plumas County; and

**WHEREAS**, Feather River Tourism Association has drafted a Management District Plan (Plan) which sets forth the proposed boundary of the FRTMD, a service plan and budget, and a proposed means of governance; and

**WHEREAS**, lodging business who will pay more than fifty percent (50%) of the assessment under the FRTMD have petitioned the Board of Supervisors to establish the FRTMD.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS THAT:**

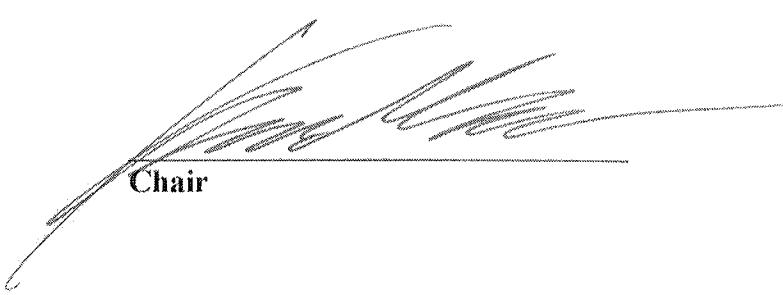
1. The recitals set forth herein are true and correct.
2. The Board of Supervisors finds that lodging businesses that will pay more than fifty percent (50%) of the assessment proposed in the Plan have signed and submitted petitions in support of the formation of the FRTMD. The Board of Supervisors accepts the petitions and adopts this Resolution of Intention to establish the FRTMD and to levy an assessment on certain lodging businesses within the FRTMD boundaries in accordance with the Property and Business Improvement District Law of 1994.
3. The Board of Supervisors declares its intention to establish the FRTMD and to levy and collect assessments on lodging businesses within the FRTMD boundaries pursuant to the Property and Business Improvement District Law of 1994.
4. The FRTMD shall include all lodging businesses located within the boundaries of western Plumas County, as shown in the map attached as Exhibit A.
5. The name of the district shall be Feather River Tourism Marketing District (FRTMD).
6. The annual assessment rate is two percent (2%) of gross short-term (stays less than 31 days) room rental revenue. Based on the benefit received, assessments will not be collected on: stays of more than thirty (30) consecutive days; stays by any officer or employee of a foreign

government, which officer or employee is exempt by reason of express provisions of Federal law or international treaty; and stays pursuant to contracts executed prior to July 1, 2020.

7. The assessments levied for the FRTMD shall be applied toward sales and marketing programs to market assessed lodging businesses in Feather River as tourist, meeting, and event destinations, as described in the Plan. Funds remaining at the end of any year may be used in subsequent years in which FRTMD assessments are levied as long as they are used consistent with the requirements of this resolution and the Plan.
8. The proposed FRTMD will have a five (5) year term, beginning January 1, 2021 through December 31, 2025, unless renewed pursuant to Streets and Highways Code § 36660.
9. Bonds shall not be issued.
10. The time and place for the public meeting to hear testimony on establishing the FRTMD and levying assessments are set for September 15, 2020, at 1:30 PM, or as soon thereafter as the matter may be heard, at the Supervisors Board Room Court House located at 520 Main Street, 3<sup>rd</sup> Floor, Quincy, CA 95971.
11. The time and place for the public hearing to establish the FRTMD and the levy of assessments are set for October 6, 2020, at 1:30 PM, or as soon thereafter as the matter may be heard, at the Supervisors Board Room Court House located at 520 Main Street, 3<sup>rd</sup> Floor, Quincy, CA 95971. The Clerk of the Board is directed to provide written notice to the lodging businesses subject to assessment of the date and time of the meeting and hearing, and to provide that notice as required by Streets and Highways Code § 36623, no later than August 21, 2020.
12. At the public meeting and hearing the testimony of all interested persons for or against the establishment of the FRTMD may be received. If at the conclusion of the public hearing, there are of record written protests by the owners of the lodging businesses within the proposed FRTMD that will pay more than fifty percent (50%) of the estimated total assessment of the entire FRTMD, no further proceedings to establish the FRTMD shall occur for a period of one (1) year.
13. The complete Plan is on file with the Clerk of the Board and may be reviewed upon request.
15. This resolution shall take effect immediately upon its adoption by the Board of Supervisors.

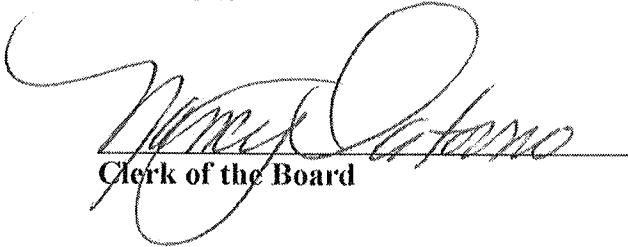
**I HEREBY CERTIFY** that the foregoing Resolution of Intention was introduced and adopted at a regular meeting of the Board of Supervisors on the 18 day of August 2020 by the following vote:

**AYES:**      **Board Members:** SUPERVISORS SIMPSON, THRALL, GOSS  
**NOES:**      **Board Members:** SUPERVISOR ENGEL  
**ABSENT:**      **Board Members:** NONE  
**ABSTAIN:**      **Board Members:** NONE



Chair

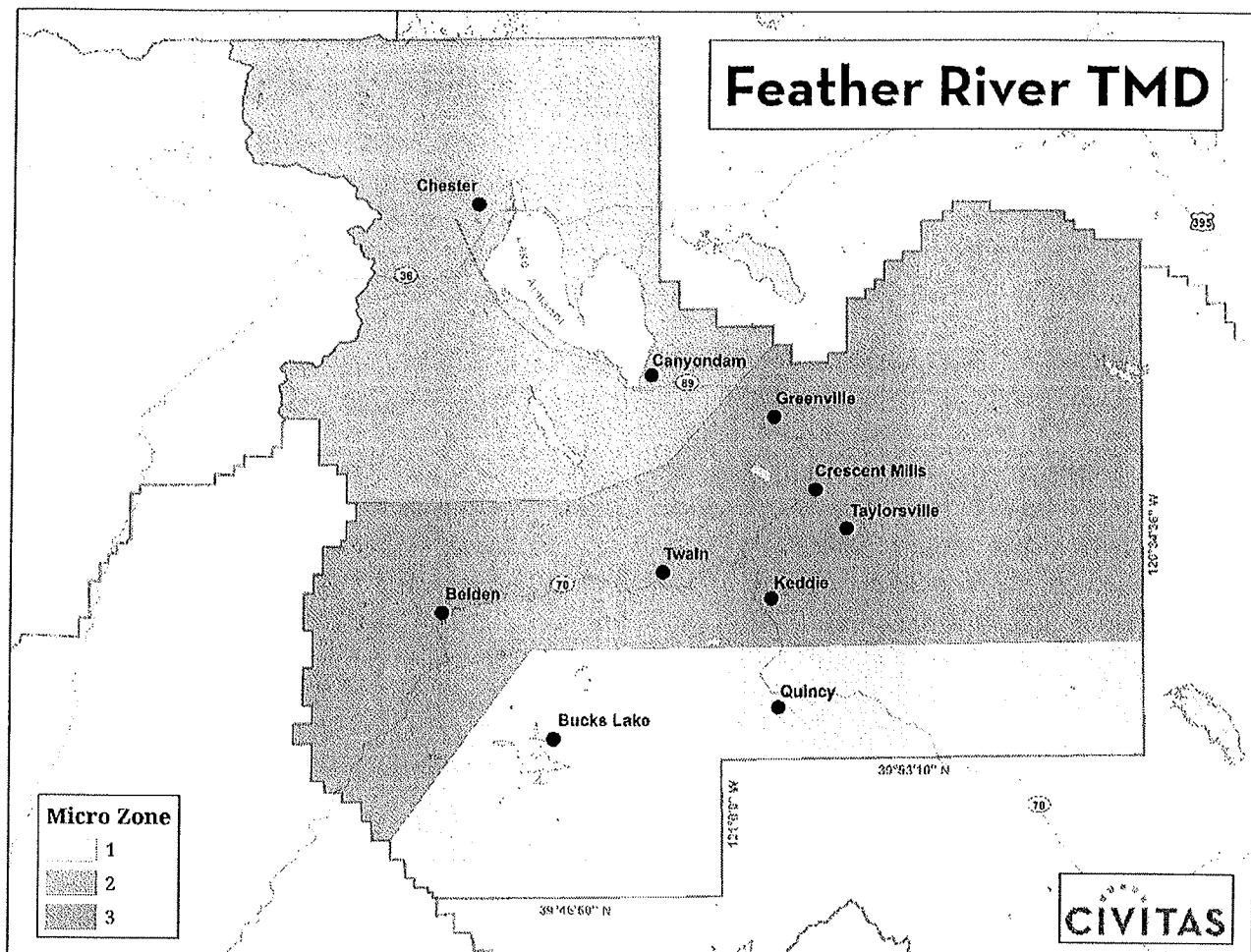
**ATTEST:**



**Clerk of the Board**

[S:\Resolutions and Ordinances\Resolution of Intent to Establish Tourism District v2.docx]

EXHIBIT A  
District Boundaries



**NOTICE OF PUBLIC MEETING AND PUBLIC HEARING CONCERNING THE  
ESTABLISHMENT OF THE FEATHER RIVER TOURISM MARKETING DISTRICT  
(FRTMD) AND LEVY OF AN ASSESSMENT ON CERTAIN LODGING BUSINESSES  
WITHIN THE FRTMD**

**NOTICE IS HEREBY GIVEN** that on August 18, 2020, the Board of Supervisors (the "Board") of the County of Plumas (the "County") adopted a Resolution of Intention to establish the Feather River Tourism Marketing District (the "FRTMD") and to levy an assessment on certain lodging businesses within the FRTMD as set forth in the Resolution of Intention.

**NOTICE IS HEREBY FURTHER GIVEN** that at **1:30 PM on September 15, 2020**, at the Supervisors Board Room Court House, 520 Main Street, 3<sup>rd</sup> Floor, Quincy, CA 95971, a public meeting shall be held pursuant to Government Code section 54954.6 to allow public testimony regarding the establishment of the FRTMD and the levy of assessments therein as set forth in the Resolution of Intention and pursuant to Government Code section 54954.6.

**NOTICE IS HEREBY FURTHER GIVEN** that at **1:30 PM on October 6, 2020**, at the Supervisors Board Room Court House, 520 Main Street, 3<sup>rd</sup> Floor, Quincy, CA 95971, has been set as the time and place for a public hearing at which time the Board proposes to establish the FRTMD and to levy the proposed assessment as set forth in the Resolution of Intention.

**Location:** The proposed FRTMD includes all lodging businesses in western Plumas County as shown on the map below. The FRTMD boundary is the same as the Plumas County boundary to the north and the west, the eastern boundary is longitude 120° 34' 36" W from the Plumas County boundary in the north to latitude 39° 53' 10" N and longitude 121° 0' 0" W from latitude 39° 53' 10" N to latitude 39° 46' 50" N, and the southern boundary is latitude 39° 53' 10" N from longitude 120° 34' 36" W to longitude 121° 0' 0" W and latitude 39° 46' 50" N from longitude 121° 0' 0" W to the Plumas County boundary.

**Services:** The FRTMD is designed to provide specific benefits directly to payors by increasing room night sales. Marketing and sales promotions will increase overnight tourism and market payors as tourist, meeting and event destinations, thereby increasing room night sales.

**Budget:** The total FRTMD annual budget for the initial year of its five (5) year operation is anticipated to be approximately \$191,978.67. This budget is expected to fluctuate as room sales do, but is not expected to significantly change over the FRTMD's term.

**Cost:** The annual assessment rate is two percent (2%) of gross short-term (stays less than 31 days) room rental revenue. Based on the benefit received, assessments will not be collected on: stays of more than thirty (30) consecutive days; stays by any officer or employee of a foreign government, which officer or employee is exempt by reason of express provisions of Federal law or international treaty; and stays pursuant to contracts executed prior to January 1, 2021.

**Collection:** Plumas County will be responsible for collecting the assessment on a quarterly basis from each lodging business located within the boundaries of the FRTMD. The FRTA

will reimburse the County for costs associated with collecting delinquencies if pursued. The County shall take all reasonable efforts to collect the assessments from each lodging business.

**Duration:** The proposed FRTMD will have a five (5) year life, beginning January 1, 2021 through December 31, 2026. Once per year beginning on the anniversary of FRTMD formation there is a thirty (30) day period in which owners paying fifty percent (50%) or more of the assessment may protest and initiate a Board of Supervisors hearing on FRTMD termination.

**Management:** The Feather River Tourism Association (FRTA) will serve as the FRTMD's Owners' Association. The FRTA is charged with managing funds and implementing programs in accordance with this Plan and must provide annual reports to the Board of Supervisors.

**Protest:** Any owner of a lodging business within the proposed FRTMD that will be subject to the assessment may protest the establishment of the FRTMD. If written protests are received from the owners of lodging businesses in the proposed FRTMD who represent fifty percent (50%) or more of the estimated annual assessments to be levied, the FRTMD shall not be established and the assessment shall not be imposed.

You may mail a written protest to:

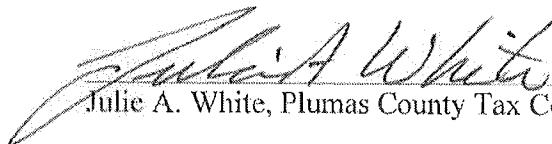
Clerk of the Board of Supervisors  
County of Plumas  
520 Main Street, Room 309 Courthouse  
Quincy, CA 95971

You may also appear at the public meeting or hearing and submit a written protest at that time.

**Information:** Should you desire additional information about this proposed FRTMD or assessment contact:

Civitas  
Carson Lambeth, Special Projects Mgr  
1102 Corporate Way, Ste 140  
Sacramento, CA 95831  
916-437-4300

Dated: August 19<sup>th</sup>, 2020



Julie A. White  
Julie A. White, Plumas County Tax Collector

## BOUNDARY MAP

