

# PLUMAS COUNTY

## CALIFORNIA Administrative Officer



**TO:** Honorable Chair and Board Supervisors

**FROM:** Debra Lucero, CAO

**MEETING DATE:** August 6, 2024

**SUBJECT:** CAO Report 7/1/24 – 7/31/24

### BUDGET PROCESS

Departments to report to Auditor-Controller on any outstanding expenses/revenues so the Auditor-Controller can provide updated estimated Fund Balances to Budget Officer:

**DEADLINE:** Thursday, August 15

Supplemental Budget with updated Fund Balances made available to the public:

**DEADLINE:** Friday, September 6 (Must be made public by Sept. 8)

The final Supplemental Budget will be adopted:

**DEADLINE:** Tuesday, Oct. 1 at a Regular Meeting (Must be adopted by Oct. 2)

### GRANTS MANAGER

- Weekly meetings with OpenGov to work on Budget
- End-of-year financials - cleaning up and organizing
- Continued discussion around Greenville Rebuild: Town Hall, Library, Community Center, fund discussion, needs assessment
- Working on fund and time extension with one of our OHV/Sierra Buttes Trail Stewardship projects

### RISK MANAGEMENT

7/3 – EMCC

7/10 – VOAD Meeting

7/10 – Firewise Lead Meeting

7/11 – Fire Safe Board Meeting

7/12 – PG&E Summer Briefing

7/16 – Report to BOS regarding 4683 – Hazard Mitigation

7/17 – MARAC

7/18 – Cal OES assistance with Dixie Donations

7/22 – Mill Fire Starts – EOC Activated

7/23 – Mill & Smith Fire “Gold Complex”

7/24 – Gold Complex

7/25 – Gold Complex  
7/26 – Gold Complex  
7/27 – Plumas EOC Team Briefing re: Monitoring Gold Complex and Park Fire  
7/28 – Monitoring Gold Complex and Park Fire  
7/29 – Plumas EOC Team Briefing re: Monitoring Gold Complex and Park Fire  
7/29 – Park Fire Briefing  
7/30 – Cooperator Meeting – Park Fire  
7/31 – Cooperator Meeting – Park Fire  
7/31 – Plumas EOC Team Briefing  
CPR and First aid training  
Workplace violence training  
Vector Solutions system updating

## **CAL-OES UPDATE**

7/2 – Listos California Summer Safety Briefing  
7/2 - Cal OES PIO call  
7/3 – EMCC  
7/10 – VOAD Meeting  
7/10 – Firewise Lead Meeting  
7/11 – Fire Safe Board Meeting  
7/12 – PG&E Summer Briefing  
7/15 – CSTI G611F-OLC & G611M-OLC Training  
7/16 – Report to BOS regarding 4683 – Hazard Mitigation  
7/16 – Drought planning meeting  
7/17 – MARAC  
7/17 – LEPC  
7/18 – Cal OES assistance with Dixie Donations  
7/22 – Mill Fire Starts – EOC Activated  
7/23 – RTM DR4699 call  
7/23 – Mill & Smith Fire “Gold Complex”  
7/24 – Gold Complex  
7/25 – Gold Complex  
7/26 – Gold Complex  
7/27 – Plumas EOC Team Briefing re: Monitoring Gold Complex and Park Fire  
7/28 – Monitoring Gold Complex and Park Fire  
7/29 – Plumas EOC Team Briefing re: Monitoring Gold Complex and Park Fire  
7/29 – Park Fire Briefing  
7/29 – OA Manager’s Meeting  
7/30 – Cooperator Meeting – Park Fire  
7/31 – Cooperator Meeting – Park Fire  
7/31 – Plumas EOC Team Briefing

## **OTHER CAO MEETINGS/ACTIVITIES**

7/1 – OpenGov Meeting – Longevity Pay  
7/1 – OpenGov Meeting – Budget Book  
7/1 – Social Services Meeting with HR  
7/2 – BOS Meeting  
7/2 – Debt Bond Committee Meeting  
7/3 – Engie Energy Lease Finance Meeting

7/3 – County Counsel, Social Services Recruitment Meeting w/MRG  
7/8 – OpenGov Weekly Update Meeting  
7/9 – BOS Meeting  
7/10 – ClientFirst Staffing Resources Meeting  
7/10 – Staff Meeting re: professional services, litigation line items in CAO/General Services  
7/10 – FRTA Meeting with Sharon Roberts  
7/10 – OpenGov Workforce Plan meeting  
7/10 – Social Services Meeting  
7/11 – MRG Weekly Check-In  
7/11 – OpenGov Template Configuration  
7/11 – DFC Collaborative Leadership Recovery Meeting  
7/11 – OpenGov Workforce Plan Validation  
7/15 – OpenGov Weekly Update Meeting  
7/15 – Lunch with Don Ashton/James Gandley – Feasibility Study  
7/15 – HHS Feasibility Study with BH, SS, PH, EH  
7/15 – Human Resources/MRG Weekly Check-In  
7/16 – BOS Meeting  
7/16 – ClientFirst Payroll Processig Assessment  
7/17 – ClientFirst Weekly Status Meeting  
7/17 – Library Meeting with HR  
7/18 – MRG Weekly Check-In  
7/18 – Timecards Review/Training HR, Auditor-Controller Social Services  
7/18 – OpenGov Budget Book Page Validation Meeting  
7/18 – Fall Bond Sale Meeting (Jail)  
7/22 – Mills Fire starts – EOC and Sheltering Put in Place  
7/23 – Greenville Town Hall/Library/Community Center Rebuild with IVSD, DFG  
7/23 – HR Meeting  
7/24 – CLA Check-In  
7/24 – Plumas/Liberty Energy Liaison meeting  
7/24 – VOAD Meeting with Marty Walters and professionals throughout the state  
7/25 – Special BOS Meeting for Mills Fire Declaration  
7/25 – ClientFirst Educational Workshop: Auxiliary Code and Job Class Master Review  
7/25 – Employee Appreciation Dinner at the Fair  
7/26 – Human Resources Meeting Assessor's Office  
7/26 – VIP Tour/Dinner with Fair Board  
7/29 – OpenGov Weekly Update Meeting  
7/29 – OpenGov Budget Book Configuration  
7/29 – ClientFirst Educational Workshop: Position Control  
7/29 – California Go-Biz meeting about tax credits for businesses  
7/29 – Mercer-Fraser Company Pre-App Meeting  
7/30 – BOS Agenda Review  
7/30 – CDBG Core Economic Development Meeting  
7/30 – NEW Library Concept for Greenville  
7/30 – Emergency Ordinances No. 21-1139 and No. 22-1146 and Surplus Land Act w/Planning  
7/31 – CLA Check-In and next scope of services meeting  
7/31 – FRTA Meeting about Air B&B contract  
7/31 – Meeting with Auditor-Controller, Treasurer-Tax Collector, Assessor and two board members  
7/31 – Meeting with Social Services regarding internal management

# TRANSIENT OCCUPANCY TAX (TOT) REPORT

Granicus generated the following reports:

July 2, 2024 so it can be compared to this month's August 2, 2024 report.

**JULY 2, 2024**

**AUGUST 2, 2024**

## Monthly status report

Report for Plumas County, CA (Plumas County, CA) generated on July 2, 2024.

**459**

Properties in or near Plumas County, CA

**371**

Properties in or near Plumas County, CA with address identified

**184**

Compliant Short Term Rentals

**180**

Non-compliant properties

**95**

Properties with unknown compliance

**211**

Properties that have received letters since first mailing

**108**

Properties that have received letters and are now compliant

**103**

Properties that have received letters but are still non-compliant

## Monthly status report

Report for Plumas County, CA (Plumas County, CA) generated on August 2, 2024.

**470**

Properties in or near Plumas County, CA

**386**

Properties in or near Plumas County, CA with address identified

**188**

Compliant Short Term Rentals

**191**

Non-compliant properties

**91**

Properties with unknown compliance

**211**

Properties that have received letters since first mailing

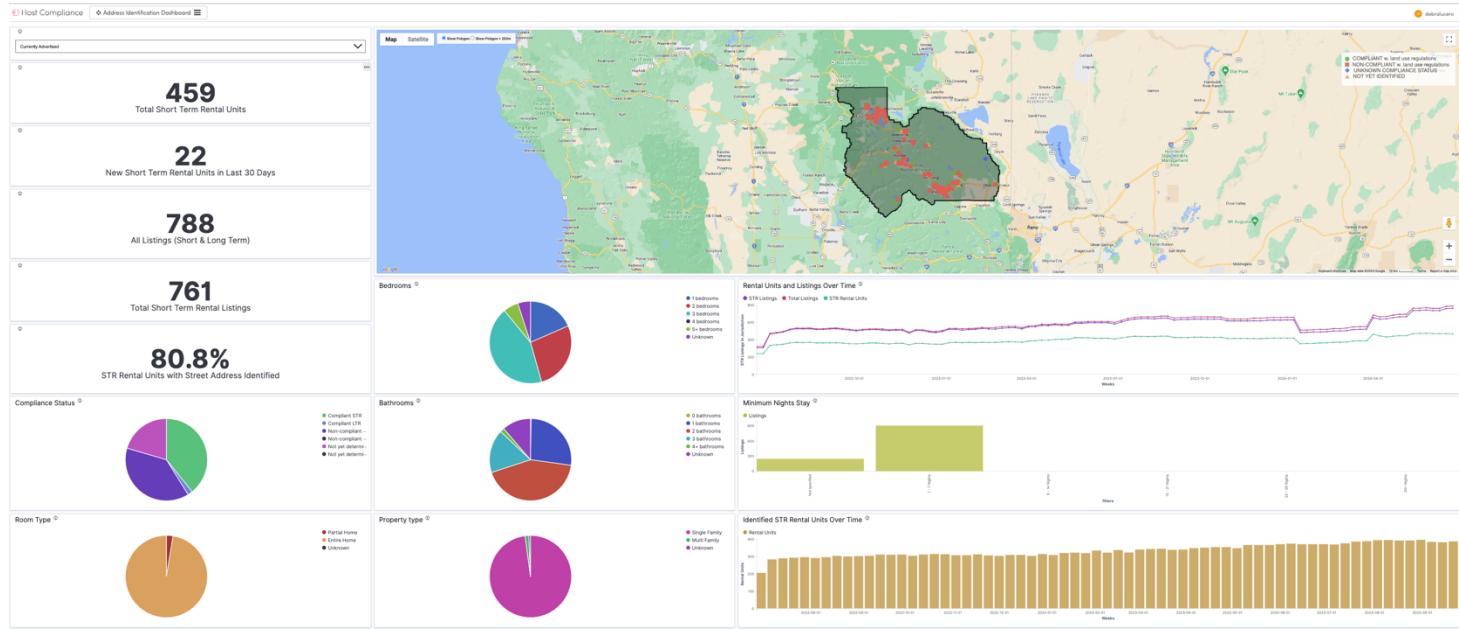
**106**

Properties that have received letters and are now compliant

**105**

Properties that have received letters but are still non-compliant

JULY 2, 2024



AUGUST 2024

