



## **BOARD OF SUPERVISORS**

Terrell Swofford, 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 MARCH 17, 2015 TO BE HELD AT 11:00 A.M.  
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

**10:00 – 11:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION**

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

### **AGENDA**

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any person desiring to address the Board shall first secure permission of the presiding officer. For noticed public hearings, speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

**CONSENT AGENDA:** These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



**REASONABLE ACCOMMODATIONS:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

## **STANDING ORDERS**

11:00 A.M. **CALL TO ORDER/ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**ADDITIONS TO OR DELETIONS FROM THE AGENDA**

### **PUBLIC COMMENT OPPORTUNITY**

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

### **DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS**

Brief announcements by, or brief reports on their activities by County Department Heads

## **ACTION AGENDA**

### **1. CONSENT AGENDA**

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

#### **A) INFORMATION TECHNOLOGY**

Approve payment of software maintenance fees for Genero software of \$11,610 without a contract, included in the 2015 I.T. Budget

#### **B) ALCOHOL & OTHER DRUG SERVICES**

Approve out-of-state travel for Plumas County AOD's Clinician Supervisor and Substance Use Disorders Specialist II to attend the Annual Drug Court Conference in Washington DC on July 27-30, 2015 to be paid from the SAPT Block Grant

#### **C) SOLID WASTE**

Adopt **RESOLUTION** authorizing Submittal of Application for TA3 Tire Amnesty Grant for which Plumas County Department of Public Works is Eligible

## **SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS**

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

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

#### **2. FLOOD CONTROL & WATER CONSERVATION DISTRICT – Robert Perreault**

- A. Report on the status of the public negotiations with the California Department of Water Resources and the State Water Contractors having to do with the State Water Project Contract Extension; discussion, possible action and/or direction to staff

### **Adjourn as the Flood Control & Water Conservation District Governing Board and reconvene as the Board of Supervisors**

#### **3. BOARD OF SUPERVISORS**

- A. **11:15 PUBLIC HEARING:** Pursuant to Ordinance No. 15-1096 regarding “Outdoor Festivals”, consider application received from Brian Saccomano for outdoor music festival “Emissions” to be held May 15-17, 2015 in Belden Town; discussion and possible action
- B. Approve and authorize the Chair to sign letter of support for Assembly Bill 203 (Obernolte) regarding changing the payment due date of the Fire Prevention Fee from 30 to 60 days from the date of assessment; discussion and possible action
- C. Approve and authorize the Chair to sign “Roads-Memorandum of Understanding” between the County of Plumas and the USDA Forest Service (Plumas National Forest); discussion and possible action. Supervisor Thrall
- D. Authorize the Chair to sign Plumas County comments on the Draft Environmental Impact Report (DEIR) for the 401 Water Quality Certification for FERC 2105 (Upper North Fork Feather River Hydroelectric Project) to be submitted by March 26, 2015 to be ratified by the Board of Supervisors on their next regular meeting of April 07, 2015; discussion and possible action. Supervisor Thrall
- E. Correspondence
- F. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

#### **4. SIERRA VALLEY AND FEATHER RIVER RESOURCE CONSERVATION DISTRICTS**

Presentation regarding request for contribution from Plumas County to fund a position to provide grant writing and clerical services to both districts; discussion and possible action

## 5. **DEPARTMENTAL MATTERS**

### A) **MENTAL HEALTH** – Peter Livingston

Approve use of \$3,183,588 in Fund Balance (70571) to account for the 2014-2015 MHSA Budget; \$497,443 (70573); \$42,000 (70576); \$257,000 (70579); \$359,700 (705XX) as incorporated in the 3-Year MHSA Plan approved and adopted by the Board on December 16, 2014; discussion and possible action. **Four/fifths required roll call vote**

### B) **FACILITY SERVICES/AIRPORTS** – Dony Sawchuk

- 1) Appropriate \$100,000 from the General Fund Contingency to for Quincy Armory roofing system replacement due to 2015 storm damage. Costs will be reimbursed by insurance. **Four/fifths required roll call vote**
- 2) Approve and authorize the Chair to sign Construction Agreement between County of Plumas and SHI Roofing, not to exceed \$85,000, for repair and re-roof of Quincy Armory due to 2015 storm damage; discussion and possible action. Approved as to form by County Counsel
- 3) Approve budget transfer of \$10,866 from Regular Wages (20891-51000) to Other Wages (20891-51020) to cover wages of temporary Chester Airport Manager and temporary employment during fire season; discussion and possible action

### C) **ASSESSOR** – Charles Leonhardt

Approve budget transfer of \$10,000 from Regular Wages (20060-51000) to Other Wages (20060-51020) to cover costs of temporary extra-help for the remainder of FY 2015; discussion and possible action

### D) **BUILDING** – John Cunningham

Approve supplemental budget transfer of \$20,000 for receipt of unanticipated revenue Construction Permits (20426-41020) to Professional Services (20426-521900) to cover costs of contract engineers. **Four/fifths required roll call vote**

### E) **PUBLIC HEALTH AGENCY** – Mimi Hall

Approve supplemental budget transfers for receipt of unanticipated revenue; 1) Public Health Department Number 70560 of \$30,576; 2) Senior Transportation Department Number 20480 of \$6,896; 3) Senior Nutrition Department Number 20830 of \$114,604; 4) Veterans Services Department Number 20640 of \$83,560 from Mental Health Services Act Expenditure Plan for Prevention and Early Intervention. **Four/fifths required roll call vote**

### F) **SOCIAL SERVICES** – Elliott Smart

Authorize the Department of Social Services to recruit and fill vacant 1.0 FTE Social Services Aide position created by promotion within the department; discussion and possible action

### G) **PUBLIC WORKS** – Robert Perreault

- 1) Solid Waste: Adopt Proposed Environmentally Preferable Purchasing and Practices (EPPP) Policy, Addendum No. 4 to the Plumas County Purchasing Policy as submitted; discussion and possible action
- 2) Approve and authorize the Chair to sign letter to USFS Region 5 Forester, Randy Moore supporting a request by the Plumas National Forest for additional funding to prepare NEPA documentation for the Beckwourth-Crocker Multi-Purpose Trails Project to mitigate OHV impacts associated with the Beckwourth-Genesee Road Improvement Project; discussion and possible action
- 3) Approve budget transfer of \$12,000 from Acquisition Radar Signs (20521-544803) to Special Department Expense (20521-524400) for purchase of radar signs; discussion and possible action
- 4) Approve budget transfer of \$6,000 from Acquisition Capital Improvement (20521-540110) to PW Industrial Equipment (20521-541900) for purchase of two snow plow trucks; discussion and possible action

H) **HUMAN RESOURCES** – Gayla Trumbo

Adopt **RESOLUTION** to Approve Industrial Disability Retirement of Mr. William E. Elliott (Government Code §21156). **Roll call vote**

**6. CLOSED SESSION**

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

- A. Personnel: Industrial Disability (Claim No. TIBIB0549605)
- B. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 – High Sierra Rural Alliance v. County of Plumas, Plumas Superior Court Case No. CV14-00009
- C. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 – County of Plumas v. BCM Construction, et al., Plumas Superior Court Case No. CV14-00168
- D. Conference with Legal Counsel: Initiation of litigation pursuant to Subdivision (d)(4) of Government Code §54956.9 - Plumas National Forest Travel Management Plan
- E. 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, April 07, 2015, Board of Supervisors Room 308, Courthouse, Quincy, California.



# Plumas County Department of Information Technology

County Courthouse, 520 Main Street, Room 208  
Quincy, California 95971  
Phone: (530) 283-6263  
Fax: (530) 283-0946

David M. Preston  
Information Systems Manager

DATE: March 17, 2015  
TO: Honorable Board of Supervisors  
FROM: Dave Preston, Information Systems Manager  
  
SUBJECT: **CONSENT AGENDA ITEM FOR THE MEETING OF MARCH 17, 2015 RE:  
APPROVAL OF PAYMENT FOR SOFTWARE SUPPORT WITHOUT CONTRACT.**

It is recommended that the Board:

1. Approve Item 1 below.

**Item 1:** Approval of payment for software maintenance/support as specified below.

## **Background and Discussion:**

Information Technology budgets for and pays software maintenance and support fees annually for software products used by Plumas County. Paying these support fees allows Plumas County access to all software updates and technical support for the specified products. Custom written or specialized software systems have a contract approved by both the County and the Vendor under which the specifics of the maintenance agreement are defined. Many other software packages are used by Plumas County that are not custom written. These packages have no specific contract and are considered "shrink-wrapped" or off the shelf systems. In order to pay these support fees we ask to Board to approve payment of these claims without a signed service contract. Specifically we ask the Board to approve the following payments.

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Strategy 7	Genero Software Support	\$ 11,610.00

These funds have been budgeted as part of the 2014/2015 IT budget.



## ALCOHOL AND OTHER DRUG SERVICES

IB

270 County Hospital Road, Suite 111, Quincy, CA 95971  
Treatment (530) 283-7050 Prevention (530) 283-6118  
<http://bit.ly/PlumasCountyAOD>

**Date:** March 4, 2015

**To:** Honorable Board of Supervisors

**From:** Louise Steenkamp, AOD Director

**Agenda:** Agenda Item for March 17, 2015, BOS meeting

**Item Description:** Approval for out of state travel for Drug Court Training

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**Recommendation:** It is requested that the Board of Supervisors Approve Out-of-State Travel for Plumas County AOD's Clinician Supervisor and Substance Use Disorders Specialist II to attend the Annual Drug Court Conference on July 27-30, 2015. Registration and all travel costs are allowable expenditures in the SAPT block grant.

**Background Information:** Plumas County Alcohol and Other Drug department is an integral partner in the Plumas Adult Substance Abuse Treatment Court and member of the Community Corrections Partnership. Clients involved in the criminal justice system include incarcerated individuals, Proposition 36 clients, Probation, Drug Court and make up 70% of AOD's client case load. The remaining 30% consisted of 12 Child Protective Services referrals, 2 medical referrals, and 10 self-referrals.

The National Association of Drug Court Professionals is the premier training conference attended by judges, prosecutors, defense attorneys, and clinical professionals to improve the justice system. Counselors will complete Continuing Education Units for their Registered Addiction Specialist certifications to meet State requirements. All registration and travel costs, estimated at \$5,000 total for both AOD staff, will be paid by AOD grant funds.

The agenda for July's conference in Washington DC includes innovations in Veteran's Court, an important arena that Plumas AOD is collaborating on with the Alternative Sentencing Program, Veteran's Services and other Plumas partners.

The agenda is on file for review.

Thank you.

PLUMAS COUNTY  
DEPARTMENT OF PUBLIC WORKS  
SOLID WASTE DIVISION

1834 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268  
Robert A. Perreault, Jr., P.E. Director of Public Works

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**CONSENT AGENDA REQUEST**

For the March 17, 2015 meeting of the Plumas County Board of Supervisors

March 5, 2015

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works 

Subject: Approve a Resolution Authorizing the Department of Public Works to Apply for the State of California Waste Tire Amnesty Grant Program

**Background:**

Every two years the State of California CalRecycle invites municipalities to apply for the Waste Tire Amnesty Grant Program. Being awarded this grant would allow the Plumas County Department of Public Works to be able to offer 4 tire amnesty events over the next 2 years. These amnesty events are intended by CalRecycle to be a free and convenient waste tire collection event for the public to bring in tires that they generate and business that have been victims of illegal dumping. Per CalRecycle guidelines, these are not intended for the disposal of waste tires from waste tire generating businesses in accordance with PRC §42954(a)(7).

The Department of Public Works is proposing to apply for this grant, and the State of California CalRecycle, the grantor, requires a Resolution of authorization by the Governing Board.

**Recommendation:**

The Public Works Department respectfully recommends that the Board of Supervisors approve a Resolution authorizing the submittal of application for TA3 tire amnesty grant.

**Resolution No. 15 -**

**Resolution of the Plumas County Board of Supervisors  
Authorizing Submittal of Application for TA3 Tire Amnesty Grant  
For Which Plumas County Department of Public Works Is Eligible.**

**WHEREAS**, Public Resources Code sections 40000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

**WHEREAS**, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Plumas County Board of Supervisors authorizes the submittal of application to CalRecycle for TA3 Tire Amnesty Grant for which Plumas County Public Works is eligible; and

**BE IT FURTHER RESOLVED** that the Director of Public Works or his designee is hereby authorized and empowered to execute in the name of the Plumas County Department of Public Works all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project provided that any such grant documents shall be subject to approval by County Counsel, the Auditor, or other County officials as required by County policy; and

**BE IT FURTHER RESOLVED** that this authorization is effective for five (5) years from the date of adoption of this resolution; March 17, 2015 thru March 16, 2020

**AYES:** Supervisors:

**NOES:** Supervisors:

**ABSTAIN/ABSENT:** Supervisors:

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Chair of the Board of Supervisors

**ATTEST:**

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Clerk of the Board of Supervisors

3A

**Copy of Submitted  
Outdoor Festival Permit Application  
(as of March 9, 2015)**

**for the**

**EMISSIONS FESTIVAL**

**at**

**Belden Town Road**

**May 15 to May 17, 2015**

DEPARTMENT OF PUBLIC WORKS USE ONLY  
Date Rec'd \_\_\_\_\_  
Receipt No. \_\_\_\_\_ \$ \_\_\_\_\_

### OUTDOOR FESTIVAL PERMIT APPLICATION

Instructions to applicant(s):

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

Name of Outdoor Festival: Emissions

**A. Applicant (s)**

Applicant's Name Brian Saccomano (See attachment with additional applicant information)

Residence Address 332 Menker Ave., San Jose, CA 95128

Mailing Address 332 Menker Ave., San Jose, CA 95128

Telephone Number (408) 295-9891 E-Mail Address question@campquestionmark.com

Business Address and Telephone Number (If different from above) N/A

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

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**B. Owner (s)**  
(Attach additional sheets if necessary)

Owner's Name Ivan Coffman

Mailing Address 14785 Belden Town Road, Belden CA 95915

Telephone (530) 283-9662

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

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**C. Location of Event**  
(Include all lands to be used for parking or incidental purposes)

Street Address 14785 Belden Town Road, Belden

Nearest town Quincy

Assessors Parcel Number(s) 002-340-002

**D. Dates & Hours of Event**

Dates of Pre-Event Setup: Tuesday-Thursday (May 12th through May 14th)

Dates of Actual Event: Friday through Sunday (May 15th through May 17th)

Dates of Post Even Activities: Monday and Tuesday (May 18th & 19th)

Hours of Event Activities for each day of Event: Friday - Opens at noon, music starts 6 pm to midnight,

Saturday & Sunday: 12:01 am to 5 am, 8 am to 5 pm, 6 pm to midnight, Monday midnight to 3 am.

**E. Number of Attendees and Staff**

Number of Spectators or Participants for each day of Event Friday - 800

Saturday - 1,000 to 1,200

Sunday - 600

**F. Maps and Diagrams**

Provide maps or diagrams showing the following:

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

Applicant's Name Michelle Hack

Residence Address 332 Menker Ave., San Jose, CA 95128

Mailing Address 332 Menker Ave., San Jose, CA 95128

Telephone Number (408) 295-9891 E-Mail Address \_\_\_\_\_

Business Address and Telephone Number (If different from above) N/A

Applicant's Name David Winans

Residence Address 7156 Marlborough Terrace, Berkeley CA 94705

Mailing Address 7156 Marlborough Terrace, Berkeley CA 94705

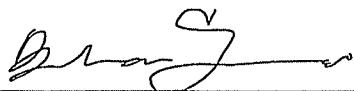
Telephone Number (209) 728-5129 E-Mail Address \_\_\_\_\_

Business Address and Telephone Number (If different from above) N/A

#### H. Signature (s) of Applicant (s)

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

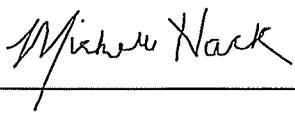
Signature



2/25/15

Date

Signature



2/25/15

Date



2/25/15

Belden Town Resort  
14785 Belden Town Rd.  
Belden, Ca. 95915

To Whom It May Concern,

I, Ivan Coffman owner of Belden Town Resort and Lodge, give my permission for  
Ivan Coffman 14785 Belden Town Rd. To take place on 5/16/14 thru 5/18/14. At  
Belden Town Resort, 14785 Belden Town Rd. Belden, ca. 95915, also for the property at  
Jacks Place 25311 Hwy 70 Twain Ca 95984.

Thank you,



Ivan Coffman- Owner, Belden Town Resort and Lodge

# Camping Overflow

(w/temporary lighting  
low wattage white led lights  
& porto toilets)

Parking

evening  
stage  
\*(w/temp. led  
lighting) decorative  
speakers ^

Parking

Emergency  
Communications  
Toilets  
GATE/  
Traffic  
Control  
Turn Around  
Area  
Off Main  
Rd.

Toilets (porto)

lodge/  
restaurant  
(toilets)

Toilets (porto's main)

Drinking  
Water  
Faucet

evening  
stage  
\*(w/temp. led  
lighting) deco.  
speakers ^

Medical Facilities Area

# Camping

(w/temporary lighting  
low wattage white led lights)

Feather  
River

# Belden Town

Solid Waste Receptacle

Temporary stage light  
Power usage  
Spots/day: 10 = 7:21  
Parcans/day: 20 = 3:21  
Qty. 3 = 10瓦LED projectors  
Qty. 2 = 7瓦LED projectors

daytime  
only  
stage  
speakers >

# Commercial Liability Insurance

## H. Program and Plans

Describe below, or on an attached sheet, an explanation of the proposed event including plans describing the following information. Include the signature of the approving County authority as required.

### a) Commercial Liability Insurance

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

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

Promoter - Proof of Proposal of liability insur attached  
Offer good for 30 days from 2/13/15  
(or 3/13/15).

Property Owner - Ivan Coffman

Proof of liability insur on file  
in Risk Mgmt Office

Expires 5/3/15 - will need proof of  
renewal before event date.

County Agency Approval:

Contingent upon ① Insur. Certif. from Promoter's  
30 days before permit date  
and ② Proof of renewal by property  
owner by event date

Plumas County Risk Manager

Robert M. Allen 2/24/15

Signature / Date



## PROPOSAL

**To:** Michelle Hack

**From:** Quynh Le

**Date:** 2/13/2015

**Re:** Camp Question Mark

**Number Pages Including Cover Sheet:** 3

Attached is the quotation you requested for the above.

Please send me a fax or e-mail if you would like to bind coverage.

If you are making payment less than 30 days from the date of your event, you must pay with a CREDIT CARD, cashier's check or money order. If you are forwarding payment prior to 30 days from the event a personal or business check is acceptable. We accept Visa and MasterCard only.

**We need only a payment and a list of any entities requesting additional insured status on this policy.**

Thank you, and please feel free to contact me with any questions.

QUYNH LE | COMMERCIAL LINES TECHNICIAN

SPECIAL EVENTS & ENTERTAINMENT RISKS

GALES CREEK INSURANCE SERVICES

a division of JDFULWILER&CO.INSURANCE

5727 SW MACADAM AVE | PO BOX 69508

PORLAND, OR 97239

PH 503.977.5639

FX 503.977.5839

TOLL FREE 800.755.1575

[QUYNH@GALES CREEK.COM](mailto:QUYNH@GALES CREEK.COM)

[WWW.GALESCREEK.COM](http://WWW.GALESCREEK.COM)

[WWW.EVENTINSURANCENOW.COM](http://WWW.EVENTINSURANCENOW.COM)

# Special Event Quotation

**Total Premium: \$2,523.00**

Includes Processing Fee:

## **General Liability Coverage**

\$2,000,000 General Aggregate

\$2,000,000 Products/Completed Operations

\$1,000,000 Personal & Advertising Injury

\$1,000,000 Each Occurrence

\$300,000 Fire Damage to Rented Premise (any one fire)

Excluded Med Exp

-0- Deductible per Claim

Policy Term: 05/15/2015-05/19/2015

Carrier: Starr Indemnity & Liability Co (Admitted) (A Excellent VIII A.M. Best)

Premium: \$2,448.00 (Fully Earned at Inception)

Processing Fee: \$75.00

**Additional Insured required by a written contract is included.**

**Additional Insured not required by a written contract can be added for additional premium, usually \$10-\$100 each, please submit for approval.**

Inclusions/Program Highlights:

Occurrence-Form Policy

Additional Insureds may be added – additional costs may apply

**NOTABLE Exclusions:** Claims by Athletic Participants, War, **Assault & Battery**, Asbestos, Waterslides, Sexual Abuse/Molestation, Nuclear Energy, Total Pollution, Fungi or Bacteria, Aircraft or Watercraft, **Damage to Rented Premises** (if the venue rental contract/permit exceeds 7 days), Fireworks, Explosives, Pyrotechnic Devices, or Incendiary Device Employment Related Practices, Communicable Disease, **Collapse of Temporary Structure**, Lead Liability, Use of Trampolines, Sale /Distribution of Athletic Equipment, Use of Saunas or Tanning Devices, Polo, Skin Diving, Water Skiing, Whitewater Rafting, Bungee Jumping, Mountain Climbing, Rock Climbing, Ballooning, Parachute Jumping, Gymnastics, Violation of Telephone Consumer Protection Act or CAN-SPAM Act.

**This is an insurance quotation only. It does not amend, extend or alter coverage provided by the actual policy. Policy language will determine any and all coverage in the event of a loss.**

This quotation is valid for 30 days. Thank you very much, and please feel free to contact our agency with any questions.

# Police Protection & Security

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

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

Emissions Festival

In regard to Protection and Security: We have hired a complete professional security staffing team again [High Rock Security]. They are fully licensed and carry current security 'guard cards'. Our fully licensed professional security staff combined with Belden's internal security team, will be working together to completely secure the event & all it's attendees. All guards will be easily recognizable with distinct security uniforms and badges as well as all security staying in constant contact with radio's for immediate response. There will be 24 hr. professional licensed security for the entire festival time.

Underage Drinking & Illegal Substance Abuse Prevention: The security staff will be looking for any problems and issues including underage drinking or illegal substance abuse. If any of these problems are located or brought to securities attention the offenders will be evacuated from the event & premises. Security will set up 'bottleneck' areas to funnel the attendees through and keep a very close eye on these potential issues specifically. The security staff will inform patrons of not allowing these situations and the consequences accordingly. The Belden staff & security will also be looking out for any of these types of situations and not allowing them to occur.

County Agency Approval:

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

Plumas County Sheriff

Greg Hagwood

By  
Gerry Hendrick  
Assistant Sheriff

*Gerry Hendrick 2/26/15*

Signature /Date

# Emergency Preparedness Plans

## Plumas County Office of Emergency Services Review-

### **Fire Protection:**

**Communication in the event of an emergency-** In the event of an emergency the professional security guard staff will be staying in constant contact between each other with radio for immediate response. These radios will also be able to contact emergency responders if necessary. Additionally event staff and Belden staff communicate on radio between each other. And Belden staff is also able to notify emergency responders through their local phone service as well, to help with contact in case of a wildfire. Also there are Belden's loud speakers, the events loud speakers and event bullhorns to be used for emergency communication if needed.

**Fire Response-** Belden staff will be involved with all fire response. Additionally there will be 24 hr. professional licensed security for the entire festival time and they will be responding to any and all incidents within the event as well. All guards will be easily recognizable with distinct security uniforms and badges as well as all security staying in constant contact with Belden staff & each other.

**Fire Equipment-** 1 Fire engine / 2 fire hydrants / 1 sub-fire hydrant at water shed (3 nozzles) / 26 fire hoses & 36 water hoses (10-100', 1 1/2"/ 9-100', 1"/ 3-100', 2"/ 2-50', 2 1/2" /2-75', 3 1/2" & 36- 50' to 100', 3/4") \*With adapters for max. efficiency & hookups throughout the entire property/ Fire suppression units on building structures / Multiple shovels and picks (many) / Large amount of Fire Extinguishers (5 in building, many more for the entire property). \*Additionally the security staff and the event staff will be supplying their own fire extinguishers & shovels to cover all other areas of the event.

**Fire Patrol-** Belden staff & Security officers will be constantly patrolling and seeking out any possible fire situations, on foot at all times during the event. Along with event staff patrolling the grounds for any situations as well.

## **Evacuation Plan:**

**Written procedural plan-** Vehicular evacuation plan, 640+ people; The fire code for the town is 100 vehicles, these are parked facing toward the bridge, there are also another 30 parking spots allotted to us on the road west of Belden. This would allow about 520 or so people to be evacuated immediately with seat belts. Belden also has up to 21 Rv's parked on property during festivals which would allow 6-10 minimum per vehicle so there is another 80-180 people evacuated immediately. This gives a minimum of, 640 festival attendee's that can be evacuated immediately. Then foot traffic over the bridge would be minimal. There are also fliers that the county provided that will be handed out to all of the festival promoters.

The staff, residents, and security teams, our (Evacuation team) at Belden will be handling traffic control, in case of a fire or other emergency evacuations. The vehicles will be parked facing out towards the bridge when parked on property, to avoid complications with traffic making its way out as quickly and safely as possible.

In case of an immediate evacuation BC Cameron has a loud speaker system to announce to the attendees we are at the point of evacuation to leave cars behind and just get out, if necessary. We will have an evacuation team that will be directing the people across the bridge and over to the rest area.  
(\*Evacuation map attached)

**At all times during the event, the entire evacuation routes will remain clear of any and all obstructions.**

Phone contact numbers for Belden staff

530-283-9662 bar,

530-927-9649 Rich Folen cell,

530-284-6154 home

530-519-3037 BC Cameron cell

530-927-7067 Ivan Coffman Cell,

530-283-9341 Jody Coffman house,

530-616-0846 Frank Boswell

**Evacuation Route Identification-** Evacuation routes will be identified to the attendees through the gate staff before they are allowed to enter the event. Besides the verbal informing, the evacuation routes will be listed in the printed event guide & shown on the event diagram/map. (\*See attached evacuation map)

## **Prevention of Wildfires:**

**Wildfire Prevention Awareness - Signage-** The fire prevention signs will be posted at the front gate/check in area, at the main lodge/venue restaurant, at the main portable restroom area and at the entrance to the camping. Along with everywhere that the Belden property has their wildfire prevention signage posted.

## **Prevention of specific potential wildfire causes:**

**-Smoking:** If it is unsafe for smoking, we will establish smoking sections located in safe areas to accommodate this. Not to be located around any brush, dry grass or flammable materials. There will be nearby water or fire extinguishers to aid in case of emergency in these areas.

**-Parking in dry grass:** Cars will not be allowed to park in dry grass areas. If there is a potential for a car to be near a dry grass area, the car will be made to cool down to an appropriate temperature before being allowed to park. Additionally we will water down the potential parking spot or area to make sure it won't be susceptible to heat from the cars catalytic convertors.

**-Campfires & Camp Stove use:** To ensure neither of these are used we will inform patrons through information outlets before the event. Also they will be informed when they arrive and check in to the event. Then it will be listed in the event information handout given to everyone when they arrive. During the event, security will be patrolling the camping areas and looking for either of these being utilized and stop it immediately.

**-Fireworks:** Absolutely no fireworks will be allowed into the event. If anyone is caught with or using fireworks they will be evacuated from the premises. Attendees will be informed of this through information outlets before the event. Also they will be informed when they arrive and check in to the event. Then it will be listed in the event information handout given to everyone when they arrive. Security & Belden staff will respond to any potential situations of fireworks use & remove the offenders.

**-Generator use:** There are no plans to use generators for this event. If for any reason they are used, the grounds surrounding will be cleared of all flammable material, including snags, for a distance of no less than 10 feet. Then there will be a serviceable round point shovel, minimum of 46 inches in length and a fire extinguisher to be kept there for fire prevention.

**-Use of portable equipment:** If any portable equipment is used that is operated by a gasoline fueled internal combustion engine or causes sparks from its use then the grounds surrounding will be cleared of all flammable material, including snags, for a distance of no less than 10 feet. Then there will be a serviceable round point shovel, minimum of 46 inches in length and a fire extinguisher to be kept there for fire prevention. Also if applicable, a spark arrestor will be added to ensure proper safety in regard to fire prevention with the equipment.

County Agency Approval:

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

Director, Plumas County OES

Signature / Date



Water Supply and Sanitation Facilities  
Food Provisions, and Solid Waste  
Cleanup and Recycling Plans

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

**Plumas County  
Environmental Health**

# Fax

**To:** Brian-Emissions Festival **From:** Debbie Anderson  
**Fax:** 844-672-5644 **Date:** 2-23-15  
**Phone:** **Pages:** 2 + cover page  
**Re:** Environ Health festival plan **CC:**  
  
 **Urgent**  **For Review**  **Please Comment**  **Please Reply**  **Please Recycle**

Brian,

Here is a signed copy of the Environmental Health portion of your festival plans.

If you have any questions please feel free to give me a call at 283-6369.

Thanks, Debbie

**NOTICE:** This Fax message, including any attachments is for the sole use of the intended recipient(s) and may contain confidential information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply Fax and destroy all copies of the original message.

Emulsion Festival May 15-17, 2015

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

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

Plumas County Department of Environmental Health 127

270 County Hospital Rd. Ste.

Quincy, CA 95971

(530) 283-6355

For Water Supply (& Food Provisions): Belden has two full water sources available. Additionally Belden will be selling bottled water in their store for all patrons of the event. Included on the property there is an onsite fresh water fountain available for free to all attendees. There will be flyers passed out, staff informing people & signs posted reminding everyone to stay hydrated. Along with staff telling people to bring plenty of water to the event beforehand. Also Belden's onsite restaurant, with water & refreshments, will be open every day from 7am until 10 pm. Belden's kitchen is set up to sanitarily handle & prepare food in regulation with the Plumas County Health Department. All food served will be in compliance with any and all health codes required. Plus the onsite Belden general store that will be fully stocked with water & food for the duration of the event, before and after. If any food booths are included in the event they will all be permitted through Plumas County Environmental Health and all organized by our event's food vendor coordinator, Michelle Hack. The food vendor coordinator will contact the Environmental Health Department no later than 4 weeks before the event date to coordinate all food sanitation issues. All food booths will be required to operate in full compliance with all county health regulations.

All portable toilets will be contracted to be cleaned out at least one time per day. Also serviced and maintained daily in a sanitary manner. Additionally, Belden has permanent onsite bathrooms in the lodge, two outdoor bathrooms, many hotel room bathrooms, plus ten cabins all with bathrooms.

**For Waste & Recycling:** We have an extensive trash plan & crew that have been in place for all the past events. To oversee the recycling for the event we hire a professional 'Zero Waste' Recycling team [Waste Busters]. We will have our extremely thorough cleanup crew, along with the recycling staff & the Belden Staff that will all work together to clean the entire site (including the overflow area) during and after the event for as long as it takes to be completely cleared of all debris with all materials properly processed and removed from the property. Also we will be renting the appropriate number of dumpsters from Feather River Disposal for debris/trash removal to keep the waste contained and serviced to prevent odors, leakage overflow or flies & rodents. At least one in the event area & the other in the offsite parking area. Along with our 'zero waste' recycling staff removing all recyclable material within 48 hours of the event close. They will maintain and control the recycling in a sanitary manner to prevent odor, leakage and access for rodents or other animals. Any unsorted material left over after that allotted time period will be placed in the bins provided by the solid waste franchisee [Feather River Disposal] for disposal. Each year we are more and more dedicated to leaving the area cleaner than before we arrive.

**County Agency Approval:**

The Water Supply and Sanitation Facilities, Food Provisions, and Solid Waste Clean-up and Recycling Plans described above, or attached hereto, are approved for the event as described in this application.

*Alborah Anderson, REHS* 2/23/15

Plumas County Environmental Health Signature / Date

Filed 2/23/15 + 844-17-5644

P.22

(Emissions Festival 5/15-17/2015)

# Medical Facilities and Services Plan



# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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February 20, 2015

Brian Saccomano  
332 Menker Avenue  
San Jose, California 95128

Dear Mr. Saccomano,

The letter is regarding your application for the outdoor festival event that will be held at 14785 Belden Town, Belden, California from May 12<sup>th</sup> through May 19, 2015.

The Medical Facilities and Services Plan described in the application has been approved and signed by Dr. Mark Satterfield, Plumas County Health Officer.

If you have any questions, you can contact me at 530-283-6338 or by email at [rosieolney@countyofplumas.com](mailto:rosieolney@countyofplumas.com). Thank you.

Sincerely,

A handwritten signature in black ink that reads "Rosie Olney".  
Rosie Olney  
Management Analyst

Enclosure: Medical Facilities and Services Plan

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

Plumas County Public Health Agency  
206

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

For Medical Facilities & Services: As requested by Plumas County we will have fully licensed medical staff onsite for the duration of the entire event. We have hired medical technicians from the local hospital along with technicians within our hired security team, to operate the medical operations for the event. The medical tent will be set up at the Facilities and Services area; i/e- Belden's old garage area (less than 50 ft. from the bridge). The medical area will have a 24 hr. medical staff available at all times. Also security, Belden staff & event staff will be constantly patrolling and seeking out any possible medical situations, on foot at all times.

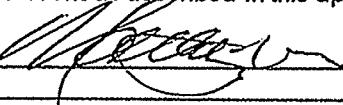
For Emergency Access: The main road through Belden will provide access for ambulances and paramedics or emergency medical technicians throughout the entire length of the property. It will never be blocked or unable to be used. There is a nearby (or onsite) tow truck if needed to remove blockage A.S.A.P.. Also our licensed professional security staff is trained in assisting medical emergency situations & will always be helping with any medical issues or emergency access needs at any time during the event.

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County Agency Approval:

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

 2/20/15

Plumas County Health Officer

Signature /Date

# Parking Plan

## Parking plan

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

Plumas County Planning Department

555 Main Street

Quincy, CA 95971

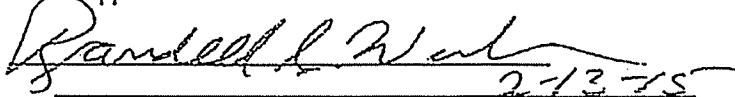
(530) 283-7011

The parking plan is as follows: There will be 80 limited parking passes used by staff, performers or selected patrons. Our parking crew will coordinate the parking on the property very strictly and in accordance with the county and venue parking rules. No vehicles will be allowed to stop on the road at all. Including but not limited to, the highway, the bridge & the main road through Belden. All vehicles will be pulled into our well organized and staffed turn around area, completely off of the road. Absolutely all other vehicles will be parked offsite at the nearby local 'Jack's Place' parking area staffed with at least one parking attendant at all times. We will provide large ample lighting for this area as well as power for parking staff, attendants etc. Then patrons will be shuttled to the festival site by a professional licensed shuttle service. We will be pulling permits through Cal-Trans again, to make sure all of this is done correctly & in accordance with county regulations. Please verify through Fred Chaffin 530-225-3121, or Carla 530-225-3400.

We will also place a dumpster and 2 porta-potties at the parking area for complete coverage of every area included in the event.

## County Agency Approval:

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



2-13-15

Plumas County Planning Department

Signature / Date

# Traffic Control Plan

# Traffic Control Plan

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

Plumas County Department of Public Works  
1834 E. Main Street  
Quincy, CA 95971  
(530) 283-6268

## Traffic Control:

- "Special Event Ahead" signs will be placed at mileposts 13.4 and 15.1 on the State Highway to warn the traveling public of an event at Belden. "Temporary No Parking" signs shall be placed every one hundred feet (100') from the Belden Bridge to the "Special Event Signs".
- No vehicles will be allowed to stop on or along Belden Town Road. Vehicles will be allowed to stop once they are off the road and in the parking lot for registration. Once registration is completed, vehicles will be driven to the Jack's Place parking lot where they will be parked during the duration of the event. Attendees will be shuttled back to Belden for the festival.
- Event staff will be in place to help control vehicles coming and going across the Belden Bridge. Vehicles entering Belden will be given the right-of-way and vehicles wanting to leave will not be allowed to do so until the bridge is clear.
- Belden Town Road shall be kept clear of all vehicles and vendor booths. A minimum of fifteen feet (15') shall be kept clear at all time for emergency vehicle ingress and egress.
- If a need should arise, there is a tow truck that will be located onsite or nearby that can be used to move vehicles off Belden Town Road.

## County Agency Approval:

The traffic control plan as described above is approved for the Emissions Festival scheduled for May 15<sup>th</sup> thru May 17<sup>th</sup> 2015.

2-26-15

Plumas County Department of Public Works      Signature/Date

# PLUMAS COUNTY ENCROACHMENT PERMIT

COPY

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

Plumas County Department of Public Works  
1834 E. Main Street Quincy, CA 95971  
Telephone (530) 283-6268 Fax (530) 283-6323

**Permit #:** 15-0053-Q

**Permit Type:** Event

**Issue:** 2/26/2015

**Final:**

**Permittee:** Brian Saccomano  
**Address:** 332 Menker Ave  
San Jose, CA 95128  
**Phone:** 408-295-9891  
**Fax:**  
**Email:**

**Contractor:** Permittee  
**Address:**  
**Phone:**  
**Fax:**  
**License #:**

**Site Address:** Belden  
**APN:**

Construction/Event Dates:      **Start:** 5/15/2015      **Finish:** 5/17/2015

## Description of Work or Event:

2015 "Emissions" Festival

See attachment dated February 26, 2015 for additional conditions.

An ENCROACHMENT PERMIT is hereby granted to the undersigned *PERMITTEE* for placement of an encroachment within a County highway as described above providing the following conditions are satisfied:

1. *PERMITTEE* agrees to move or remove this improvement at their expense if required by future improvements within the county right-of-way, and to provide all future maintenance for any and all improvements constructed under this Permit. *PERMITTEE* guarantees all work accomplished under this Permit for a period of one year from the date of final inspection.
2. *PERMITTEE* agrees to provide construction signs and flaggers, barricades and flashers as required, and to notify the Department of Public Works for inspection of same prior to beginning of construction. No lanes will be closed without the consent of the Department of Public Works.
3. Utility trenches shall be constructed to Plumas County Standard Plans. No open trenches will be allowed after sunset or over weekends or holidays. Temporary steel plates may be allowed with approved ramps, signage and flashing lights/barricades.
4. Utility poles shall be placed a minimum of 10' from the edge of pavement. All pole and anchor locations shall be field-reviewed by Plumas County prior to construction.
5. *PERMITTEE* shall notify the Department of Public Works no less than 24 hours prior to beginning work if starting date is different than shown above, and call your district foreman (see attachment) no less than 24 hours in advance for inspection. If no answer, call (530) 283-6268 or stop by our office P.O. Box 34 East Main Street in Quincy

6. Permit applications for public events, races or tours shall be accompanied by letters of notification from both the Plumas County Sheriff's Office and the California Highway Patrol (obtained by *PERMITTEE*). No traffic control or lane closures will be permitted without prior approval. A Certificate of Insurance for not less than \$1 million dollars, naming Plumas County as co-insured shall also accompany the application, along with a map showing the route or location of the public event, race or tour. No objects or liquids may be thrown or discharged onto or from the County right-of-way during a permitted public event.

7. **LIABILITIES FOR DAMAGES:** The *PERMITTEE* is responsible for all liability for personal injury or property damage which may occur through work herein permitted, and in the event any claim is made against the County of Plumas or any department, officer or employee thereof, through, by reason of, or in connection with such work or activity, *PERMITTEE* shall defend, indemnify and hold them and each of them harmless from such claim.

8. Unless a determination is made for a "no-fee" permit (i.e. public utility-sponsored projects or public events), *PERMITTEE* agrees to pay a fee for administration and inspection of this Permit, and provide a Performance Bond (if required), which will be fully refunded upon satisfactory completion of the work. The *PERMITTEE* understands and agrees that, if the work is not completed to the satisfaction of the County, the Performance Bond shall be forfeited and the Permit shall be voided. Any unsatisfactory work within County right-of-way may be removed at the County's discretion and the charges therefor billed to the *PERMITTEE*. Administrative fees are not refundable, even if no work takes place. The *PERMITTEE* also understands and agrees that, should additional inspections be necessary due to non-compliance with the terms of this Permit or because of variance from Plumas County Standards or contract plans, the *PERMITTEE* shall be billed for such additional inspection time at the County inspector's reimbursable rate, including travel time. Permits that expire prior to the completion of work may be extended for additional 1 year period(s) by written request. Extensions will not be given beyond 5 years of the first date of expiration of the permit. *Bonds may be returned, but fees for permits that expire or are cancelled shall be forfeited to the County of Plumas.*

9. Fee: \$ 0

Performance Bond: \$ 0

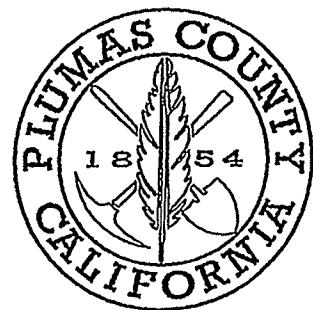
Hourly Inspection Rate: \$ \_\_\_\_\_

Bond Refund to: \_\_\_\_\_

10. **CALL BEFORE YOU DIG!** You must mark out your work area in white paint and include the letters "USA", and call USA North at 1 (800) 227-2600 at least 48 hours prior to beginning any excavation.

11. This Permit shall become null and void after 5-18-15. This Permit extended to: \_\_\_\_\_.

**IMPORTANT NOTE:** *PERMITTEE* is responsible for all clean-up and storm water & erosion control that may be required in connection with the work done under this permit.



This Permit shall not be effective for any purpose unless and until the above-named *PERMITTEE* agrees to these conditions. This Permit is revocable at any time if the above conditions are not met.

The *PERMITTEE* has read and understands **PERMIT APPROVAL** **BOND RELEASE**  
the requirements of this Permit.

Brian Saccomano \_\_\_\_\_

Name (Please print)

By: Mark J

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

Title: Eng Tech

Title: \_\_\_\_\_

Date: 2-26-15

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

**Attachment to  
Plumas County Encroachment Permit No. 15-0053-Q**

February 26, 2015

Permittee: Brian Saccomano  
332 Menker Ave  
San Jose, CA 95128

The above referenced Encroachment Permit is subject to the following condition:

1. This permit is for the 2015 Festival called "Emissions" scheduled for May 15, 2013 in Belden.
2. Maintain a 15 foot minimum width on Belden Town Rd to be free of vehicles, tents, demonstrations or displays. Emergency and/or personal vehicles cannot be impeded.
3. No vehicles shall be allowed to park along Howell's Rd without written consent from adjacent property owners. Said written consent shall be on file with the Plumas County Department of Public Works before the start of the above stated festival.
4. No vehicles will be allowed to stop or be checked in while on Howells Rd or Belden Town Rd.
5. No person or persons shall be allowed to climb or jump from the Belden Bridge. It shall be the responsibility of the permittee to prevent such activities from by event attendees.
6. This permit is subject to the conditions of the Festival Permit approved by the Plumas County Board of Supervisors.
7. Issuance of the Encroachment Permit pertains to only the area within the Plumas County right-of-way. Nothing in the Encroachment Permit relieves the applicant from obtaining necessary permits from other agencies.

## Camping & Illumination Provisions

## Overnight Provisions

If it is proposed or expected that spectators or participants will remain overnight, include a description of the camping provisions including the provisions for illuminating the premises to the satisfaction of the Plumas County Department of Public Works.

Plumas County Department of Public Works    1834 E. Main Street  
Quincy, CA 95971  
(530) 283-6268

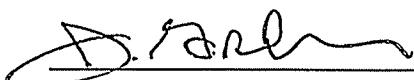
For camping provisions: We will provide camping within the event. Also we will be using the overflow area behind Belden's property. Each year we obtain the required permits for possible overflow no matter what we expect, to make sure a situation won't arise. We acquire these through Mt. Hough Forest Service for the abandoned park area just west of the Belden property. This can be verified through Erica.

For illumination of the premises, Belden has their own street lights throughout the site that will be illuminated every evening. Lights located along the main road, around every structure and throughout the entire property. Also we will be bringing in more than adequate supplemental lighting for all areas of the event & for the overnight camping area. There will be low wattage, white, led lighting added to all the unlit areas along the walkway and near camping access areas. Staff & security will be looking for any areas that may need more lighting and will illuminate these areas. Additionally they will all have flashlights for any emergency illumination.

### County Agency Approval:

The overnight provisions as described above, or attached hereto, are approved for the event as described in this application subject to the following conditions:

1. Provisions for camping shall be adequately served by appropriate sanitary sewage disposal and potable water facilities.
2. Lighting for the proposed event shall not illuminate off-site properties.



Signature

2/26/15

Date

Plumas County Department of Public Works

# Collection of Transient Occupancy Taxes

### i) Transient Occupancy Taxes

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

Plumas County Tax Collector .

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

See attached T.O.T. certificate.

**County Agency Approval:**

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

Frank A White  
Plumas County Tax Collector

2/26/15  
Signature / Date

**COUNTY OF PLUMAS**  
**TRANSIENT OCCUPANCY REGISTRATION CERTIFICATE**  
(Issued pursuant to Section 75005 of Ordinance No. 544)

**POST THIS CERTIFICATE  
IN A CONSPICUOUS PLACE**

The business listed below is hereby authorized pursuant to Ordinance No. 544, of Plumas County, to collect the Transient Occupancy Tax imposed thereby for transmittal to the County Tax Collector.

**CERTIFICATE NO.**  
**2196**

**MICHELLE HACK  
332 MENKER AVE  
SAN JOSE, CA 95128**

**PLUMAS COUNTY TAX COLLECTOR**

By Michelle Nierman

Date Issued 02/25/2015

This Certificate becomes void upon change of ownership or location. Notify Tax Collector of any change immediately.

# BOARD OF SUPERVISORS

TERRY SWOFFORD, DISTRICT 1  
KEVIN GOSS, DISTRICT 2  
SHERRIE THRALL, DISTRICT 3  
LORI SIMPSON, DISTRICT 4  
JEFF ENGEL, DISTRICT 5



3B

March 17, 2015

The Honorable Jay Obernolte  
State Capitol, Room 4116  
Sacramento, CA 95814

**Re: SUPPORT OF ASSEMBLY BILL 203 (OBERNOLTE)**

Dear Assemblyman Obernolte:

On behalf of the Plumas County Board of Supervisors, I am pleased to report that our board has decided to support AB 203, which would increase the payment due date of the Fire Prevention Fee from 30 days from the date of assessment to 60 days.

Created by the Legislature and Governor as part of the 2011 Budget, the Fire Prevention Fee charges property owners \$152.33 for each habitable structure located in a State Responsibility Area (SRA), with a \$35 reduction if they live within the boundaries of a local fire protection district. About 700,000 rural Californians receive a yearly Fire Prevention Fee bill, due 30 days from the date on the notice.

Due to the rural nature of those being billed, many individuals do not receive their bills in a timely manner. Additionally, many of these individuals are on fixed incomes, making it nearly impossible for them to pay their Fire Prevention Fee by the 30-day deadline.

Increasing the payment due date of the Fire Prevention Fee from 30 to 60 days will ensure greater compliance with the law by giving all owners of habitable structures in an SRA more time to receive their bills. AB 203 will also give those taxpayers on fixed incomes more time to adjust their budgets.

For these reasons, the Plumas County Board of Supervisors is supporting AB 203.

Sincerely,

Kevin Goss, Chair  
Board of Supervisors

**ASSEMBLY BILL**

**No. 203**

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**Introduced by Assembly Member Obernolte  
(Coauthor: Assembly Member Gipson)**

January 29, 2015

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An act to amend Sections 4213, 4220, and 4222 of the Public Resources Code, relating to forestry and fire prevention.

**LEGISLATIVE COUNSEL'S DIGEST**

AB 203, as introduced, Obernolte. State responsibility areas: fire prevention fees.

Existing law requires the state to have the primary financial responsibility for preventing and suppressing fires in areas that the State Board of Forestry and Fire Protection has determined are state responsibility areas, as defined. Existing law requires that a fire prevention fee be charged on each habitable structure on a parcel that is within a state responsibility area, collected annually by the State Board of Equalization, in accordance with specified procedures, and specifies that the annual fee shall be due and payable 30 days from the date of assessment by the state board. Existing law authorizes a petition for redetermination of the fee to be filed within 30 days after service of a notice of determination, as specified.

This bill would extend the time when the fire prevention fee is due and payable from 30 to 60 days from the date of assessment by the State Board of Equalization and would authorize the petition for redetermination to be filed within 60 days after service of the notice of determination, as specified.

Vote: majority. Appropriation: no. Fiscal committee: yes.  
State-mandated local program: no.

*The people of the State of California do enact as follows:*

1        SECTION 1. Section 4213 of the Public Resources Code is  
2 amended to read:

3        4213. (a) (1) Commencing with the 2011–12 fiscal year, the  
4 The fire prevention fee imposed pursuant to Section 4212 shall be  
5 collected annually by the State Board of Equalization in accordance  
6 with the Fee Collection Procedures Law (Part 30 (commencing  
7 with Section 55001) of Division 2 of the Revenue and Taxation  
8 Code).

9        (2) Notwithstanding the appeal provisions in the Fee Collection  
10 Procedures Law, a determination by the department that a person  
11 is required to pay a fire prevention fee, or a determination by the  
12 department regarding the amount of that fee, is subject to review  
13 under Article 2 (commencing with Section 4220) and is not subject  
14 to a petition for redetermination by the State Board of Equalization.

15        (3) (A) Notwithstanding the refund provisions in the Fee  
16 Collection Procedures Law, the State Board of Equalization shall  
17 not accept any claim for refund that is based on the assertion that  
18 a determination by the department improperly or erroneously  
19 calculated the amount of the fire prevention fee, or incorrectly  
20 determined that the person is subject to that fee, unless that  
21 determination has been set aside by the department or a court  
22 reviewing the determination of the department.

23        (B) If it is determined by the department or a reviewing court  
24 that a person is entitled to a refund of all or part of the fire  
25 prevention fee, the person shall make a claim to the State Board  
26 of Equalization pursuant to Chapter 5 (commencing with Section  
27 55221) of Part 30 of Division 2 of the Revenue and Taxation Code.

28        (b) The annual fire prevention fee shall be due and payable 30  
29 60 days from the date of assessment by the State Board of  
30 Equalization.

31        (c) On or before each January 1, the department shall annually  
32 transmit to the State Board of Equalization the appropriate name  
33 and address of each person who is liable for the fire prevention  
34 fee and the amount of the fee to be assessed, as authorized by this  
35 article, and at the same time the department shall provide to the  
36 State Board of Equalization a contact telephone number for the  
37 board to be printed on the bill to respond to questions about the  
38 fee.

1       (d) Commencing with the 2012–13 fiscal year, if in any given  
2 fiscal year there are sufficient amounts of money in the State  
3 Responsibility Area Fire Prevention Fund created pursuant to  
4 Section 4214 to finance the costs of the programs under subdivision  
5 (d) of Section 4214 for that fiscal year, the fee may not be collected  
6 that fiscal year.

7       SEC. 2. Section 4220 of the Public Resources Code is amended  
8 to read:

9       4220. A person from whom the fire prevention fee is  
10 determined to be due under this chapter may petition for a  
11 redetermination of whether this chapter applies to that person  
12 within 30 days after service upon him or her of a notice of the  
13 determination. If a petition for redetermination is not filed within  
14 the 30-day period, the amount determined to be due  
15 becomes final at the expiration of the 30-day period.

16       SEC. 3. Section 4222 of the Public Resources Code is amended  
17 to read:

18       4222. If a petition for redetermination of the application of this  
19 chapter is filed within the 30-day period, the department  
20 shall reconsider whether the fee is due and make a determination  
21 in writing. The department may eliminate the fee based on a  
22 determination that this chapter does not apply to the person who  
23 filed the petition.



## FACT SHEET

JAY OBERNOLTE  
Assemblyman, 33<sup>rd</sup> District



### Assembly Bill 203 – Fire Prevention Fee Due Dates

#### **SUMMARY**

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AB 203 (Obernolte) would extend the period for paying or disputing a fire prevention fee from 30 days to 60 days from the date of assessment.

#### **BACKGROUND**

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The fire prevention fee is assessed annually on owners of habitable structures located on a parcel within a State Responsibility Area (SRA). The SRA does not include lands within city boundaries or in federal ownership. Generally speaking, the SRA is comprised of rural areas, including the state's wildlands and watersheds.

Under Public Resources Code (PRC) Section 4213, the annual fire prevention fee is due and payable to the Board of Equalization (BOE) 30 days from the date of assessment. Additionally, PRC Section 4220 provides a 30-day period to dispute the fee by filing a petition for redetermination.

If a taxpayer misses the filing deadline to appeal the assessed liability, they must first pay the fee in full and file a claim for refund. However, if a taxpayer files a timely petition they are not required to pay the fee until BOE makes a final ruling in regard to the dispute.

#### **PROBLEM**

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Despite the efforts of BOE and the Department of Forestry and Fire Protection (CalFire) to clarify the fire fee billings, improve communications and publications, and educate fee payers about the petition process, many homeowners have expressed concern that the 30-day period does not allow them sufficient time to pay or dispute the fee.

The reasons given generally include mail delays in rural areas, difficulty understanding fire fee bills, financial stress on fixed-income property owners, and a lack of time to obtain assistance and documentation.

#### **SOLUTION**

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AB 203 would give property owners 60 days to pay or dispute the fire prevention fee, rather than the 30 days allowed under existing law. This would allow sufficient time for those residents to review their assessments and account for any delays.

#### **SUPPORT**

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- George Runner, Vice Chair, California State Board of Equalization **[Sponsor]**

#### **STAFF CONTACT INFORMATION**

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Justin Hyer  
(916) 319-2033  
[justin.hyer@asm.ca.gov](mailto:justin.hyer@asm.ca.gov)

# PLUMAS COUNTY MENTAL HEALTH

Peter Livingston, LCSW, Director  
270 County Hospital Road, Suite 109 Quincy, CA 95971  
(530) 283-6307 FAX (530) 283-6045  
plivingston@kingsview.org



54

## MEMO

DATE: MARCH 2, 2015

TO: HONORABLE BOARD OF SUPERVISORS

FROM: PETER LIVINGSTON, LCSW, DIRECTOR

SUBJECT: AGENDA ITEM FOR BOARD MEETING OF MARCH 17, 2015

REGARDING: APPROVAL OF SUPPLEMENTAL BUDGETS TO MATCH THE MENTAL HEALTH DEPARTMENT'S MHSA 3-YEAR PLAN PREVIOUSLY APPROVED BY THE BOARD OF SUPERVISORS AT THE REGULAR MEETING HELD DECEMBER 16, 2014

**IT IS RESPECTFULLY RECOMMENDED THAT THE BOARD OF SUPERVISORS:**  
APPROVE SUPPLEMENTAL BUDGETS FOR MHSA DEPARTMENTS 70571-CSS (Community Services and Supports), 70573-PEI (Prevention and Early Intervention), 70576-CFTN (Capital Facilities and Technological Needs), AND 70579-WET (Workforce Education/Training), AS WELL AS CREATE A NEW DEPARTMENT FOR THE INNOVATION PLAN, AS PER THE 3-YEAR MHSA PLAN PREVIOUSLY APPROVED BY THE BOARD OF SUPERVISORS ON DECEMBER 16, 2014 AT THEIR REGULAR MEETING.

**BACKGROUND AND DISCUSSION:** Plumas County Mental Health engaged in extensive stakeholder outreach during the fall of 2014, which resulted in the creation of the PCMH 3-Year MHSA Plan (to include FY14-15, 15-16, and 16-17). A Public Hearing was held and, with the incorporation of input garnered from that Hearing, on December 16, 2014, the Board of Supervisors approved and adopted the MHSA 3-Year Plan.

The MHSA Plan includes budgets for each department covered under the 3-year plan, and are available to the public through <http://countyofplumas.com> > Departments > Mental Health > MHSA FY 14-17 – 3 Year Plan. This Supplemental Budget Request is a procedural requirement that allows the current MHSA budgets to be amended to match the Plan: 70571-MHSA-CSS: \$3,183,588; 70573-MHSA-PEI: \$497,443; 70576-MHSA-CFTN: \$42,000; 70579-MHSA-WET: \$257,000; and the new Department-MHSA-INN: \$359,700; for a total of \$4,339,731. The following is an explanation of the larger line item requests:

### 70571-CSS:

521900-Professional Services \$1,691,378	Social Club/Consumer Employment Consumer Employment/Time Bank Marketing/Website/PR Consumer Group Mentor Round House Council Outreach Eval, Fiscal, Recruiting Consultants	\$404,486 \$120,000 \$50,000 \$80,000 \$90,000 \$250,972
---	---	---

	Tele-psychiatry	\$108,160
	Supportive Housing/Emergency Lodging	\$193,760
	Wellness Center Development	\$394,000
524500-Vehicles	(6) AWD Vehicles	\$180,000
<b>70573-PEI:</b>		
521900-Professional Services	Community MH Training (ASIST, 1 <sup>st</sup> Aid)	\$52,000
	Anger Management	\$15,000
	Older Adult Prevention Team	\$73,950
	CalMHSA	\$20,000

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

**RECOMMENDATION:** Approve the MHSA FY 2014-2015 Supplemental Budget Request as submitted to match the 2015-2017 MHSA 3-Year Plan previously approved on December 16, 2015.



5B1

## DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

**Dony Sawchuk**  
Director

Board Meeting: March 17, 2015

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: Appropriate \$100,000 from the General Fund Contingency  
20980/528400 to General Services 20020/521900 for Quincy Armory  
roofing system replacement due to storm damage. Costs will be  
reimbursed by insurance.

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### Background

On February 6, 2015, Plumas County experienced a severe storm with hurricane force winds. 70% of the existing roofing system on the Quincy Armory was ripped away down to the bare wood from the high winds. California Building Code requires replacement of the entire damaged roofing system due to it being a Public Facility. Facility Services was given the go ahead to install a new and complete building code approved roofing system. The claim has been submitted to insurance for reimbursement and is being handled by the Risk Manager. It is important to pay the vendor for their work in a timely manner in advance of the insurance claim settlement.

### Recommendation

Approve appropriation of \$100,000.00 for Quincy Armory roofing system.

The above referenced request has been approved by the Auditor's Office.



## DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

5B2

**Dony Sawchuk**  
Director

Board Meeting: March 17, 2015

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: Approve Construction Agreement between County and SHI Roofing for the repair and re-roof of the Quincy Armory due to storm damage

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### Background

On February 6, 2015, Plumas County experienced a severe storm with hurricane force winds. 70% of the existing roofing system on the Quincy Armory was ripped away down to the bare wood from the high winds. California Building Code requires replacement of the entire damaged roofing system due to it being a Public Facility. Facility Services was given the go ahead to install a new and complete building code approved roofing system. SHI Roofing was awarded the job as the low bidder. The claim has been submitted to insurance for reimbursement and is being handled by the Risk Manager.

### Recommendation

Approve Construction Agreement between County and SHI Roofing for the repair and re-roof of the Quincy Armory due to storm damage

The above referenced agreement has been "Approved as to Form" by County Counsel and is on file with the Clerk of the Board.



## DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

5B3

**Dony Sawchuk**  
Director

Board Meeting: March 17, 2015

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: **Approve Airports budget transfer of \$10,866 from Regular Wages (51000) to Other Wages (51020).**

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### Background

This transfer is to cover Chester Airport Manager wages during temporary employment and to cover temporary employee wages during fire season.

### Recommendation

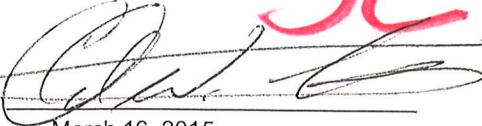
Approve Airports budget transfer of \$10,866.00 from Regular Wages to Other Wages.

The above referenced Budget Transfer has been approved by the Auditor.

## BOARD AGENDA REQUEST FORM

5c

Department: Assessor

Authorized Signature:   
Board Meeting Date: March 16, 2015

Consent Agenda:  Yes  No

Request for \_\_\_\_\_ minutes for presentation  
(If a specific time is needed, please contact the Clerk of the Board directly.)

### Description of Item for the Agenda (This is the wording that should appear on the agenda):

A. Budget Transfer from Wages 51000 to Other Wages 51020 (\$10,000.00)

B. \_\_\_\_\_

C. \_\_\_\_\_

### Review by Necessary Departments:

I have had this item reviewed and approved by the following departments:

Auditor

### If another department or the CAO is opposed to an agenda item, please indicate the objection:

I am not aware of any opposition.

### Attached Documents:

Contracts/Agreements:

Three copies? (Y  / N )  
Signed? (Y  / N )

Budget Transfers Sheets:

Signed? (Y  / N )

Other: \_\_\_\_\_

### Publication:

Clerk to publish on \_\_\_\_\_.  
 Notice attached and e-mailed to Clerk.  
 Notice to be published \_\_\_\_\_ days prior to the hearing.  
 Dept. published on \_\_\_\_\_ (Per Code § \_\_\_\_).  
 Copy of Affidavit Attached.

(if a specific newspaper is required, enter name here.)

### County Ordinances-Procedural Requirements for Adoption, Amendment or Repeal:

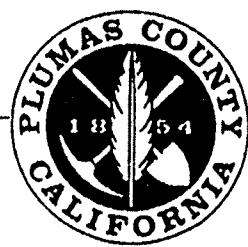
I have complied with the policy adopted by the Board regarding County Ordinances Procedural Requirements:  
Yes:  No:  Not Applicable:

If Not Applicable, please state reason why:

The deadline to place an item on the agenda for the following week's board meeting is Monday at 12:00 p.m. If the Monday deadline falls on a holiday, the deadline is then the Friday before the Holiday.

# PLUMAS COUNTY ASSESSOR

1 Crescent Street, • Quincy, CA 95971 • (530) 283-6380 • Fax (530) 283-6195



CHARLES W. LEONHARDT  
ASSESSOR

**Date:** March 5, 2015

**To:** The Honorable Board of Supervisors

**From:** Charles W. Leonhardt, Assessor

**Subject:** Budget Transfer from Regular Wages (51000) to Other Wages (51020)

**It is recommended that the Board:**

1. Approve the Assessor's request to transfer \$10,000 from Regular Wages (51000) to Other Wages (51020) in the Assessor Department 20060 Budget.

**Background & Discussion:**

As the Board is aware, the Assessor's Office unexpectedly lost its Cadastral Mapper in July of 2014. After an extensive but lengthy recruiting effort, a new hire for that position will report to work in April of 2015. The extended vacancy has resulted in work back logs in some portions of the Assessor's Office. This budget request would allow the Assessor's Office to hire temporary extra help through the end of the current fiscal year to assist in completing the 2015 Tax Roll. The salary savings accrued over the 9 month period the Cadastral Mapping position was vacant, far exceed the cost of the Other Wages requested.

Attachment: Budget Transfer Form

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

**TRANSFER NUMBER**  
(Auditor's Use Only)

The reason for this request is (check one):

**Approval Required**

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

TRANSFER FROM OR

## SUPPLEMENTAL REVENUE ACCOUNTS

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

TRANSFER TO OR

## SUPPLEMENTAL EXPENDITURE ACCOUNTS

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

Supplemental budget requests require Auditor/Controller's signature

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

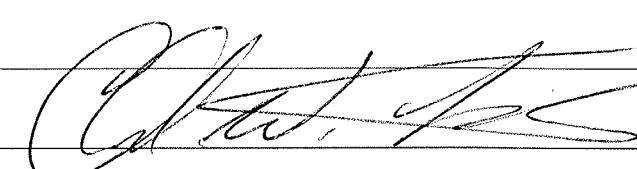
In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Funds to hire extra help to complete tasks delayed by slow recruitment.

B) The Cadastral Mapping position was budgeted to be filled in October. Recruitment did not yield a hire until April.

C) Work needs to be completed this fiscal year.

D) N/A

Approved by Department Signing Authority: 

Approved/ Recommended

Disapproved/ Not recommended

Auditor/Controller Signature: 

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

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

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

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

Initials \_\_\_\_\_

#### INSTRUCTIONS:

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

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

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

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

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



# PLUMAS COUNTY BUILDING DEPARTMENT

555 Main Street  
Quincy, CA 95971  
[www.plumascounty.us](http://www.plumascounty.us)

voice (530) 283-7011  
24/7 inspection request (530) 283-6001  
fax (530) 283-6134

5D

**Date:** March 5, 2015

**To:** Honorable Board of Supervisors

**From:** John Cunningham  
Building Official

**Agenda:** Agenda Item for March 17, 2015

**Recommendation:** Approve supplemental budget of \$20,000 for receipt of unanticipated revenue from Construction Permits (20426 – 41020) for Professional Services (20426-521900).

**Background and Discussion:** The Professional Services line item is used to pay contract engineers to perform structural plan review of building permit submittals – this is far less expensive than having a licensed engineer on staff. As noted in our Mid-Year budget review, this line item tracks with revenue; less revenue, less contract expense, more revenue, more contract expense. Revenue currently exceeds projected revenue by more than \$60,000. To finish out this fiscal year, it is estimated that professional services will require an additional \$20,000.



# Plumas County Public Health Agency

5E

270 County Hospital Road, Quincy, California 95971

**Mimi Khin Hall, MPH, CHES, Director**

**Mark Satterfield, MD, Health Officer**

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<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Veteran's Services Office Suite 206 Quincy, CA 95971 (530) 283-6275 (530) 283-6425 Fax
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**Date:** March 5, 2015

**To:** Honorable Board of Supervisors

**From:** Mimi Khin Hall

**Agenda:** Item for March 17, 2015

**Item Description/Recommendation:** Approve the following Supplemental Budgets: Public Health Department Number 70560 for \$30,576.00; Senior Transportation Department Number 20480 for \$6,896.00; Senior Nutrition Department Number 20830 for \$114,604.00; Veterans Services Department Number 20640 for \$83,560.00 from Mental Health Services Act Expenditure Plan for Prevention and Early Intervention.

**History/Background:** These funds are being transferred from Mental Health for the Mental Health Services Act Plan Prevention and Early Intervention. Public Health's Veterans Services will use these funds to include; Mental Health Veteran's Outreach to persons who have served in the military and their families and identifies those who could benefit from additional resources including benefits, mental health services, health care and substance abuse treatment. Plumas County Senior Services will use these funds to conduct mental health screening when delivering meals to persons who are home bound to identify individuals who are at risk for needing mental health services.

Copies of the Supplemental Budgets are attached for your review.

Please contact me if you have any questions, or need additional information. Thank you.

COUNTY OF PLUMAS  
REQUEST FOR BUDGET APPROPRIATION TRANSFER  
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER  
(Auditor's Use Only)

Department: Senior Transportation Dept. No. 20480 Date 2/27/2015

The Reason for this request is (check one):

A. _____	Transfer to or from Contingencies	Approval Required Board
B. <input checked="" type="checkbox"/> X	Supplemental Budgets (including budget reductions)	Board
C. _____	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. _____	Transfer within a department, except fixed asset	Auditor
E. _____	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR       SUPPLEMENTAL REVENUE ACCOUNTS

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

FUND #	DEPT #	ACCT #	NAME OF BUDGET ITEM	\$ AMOUNT
0116	20480	48001	Transfer from MH SA	\$ 6,896.00
			Total (must equal transfer to total)	\$ 6,896.00

TRANSFER TO OR       SUPPLEMENTAL EXPENDITURE ACCOUNTS

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

FUND #	DEPT #	ACCT #	NAME OF BUDGET ITEM	\$ AMOUNT
0116	20480	51000	Regular Wages	\$ 3,640.00
0116	20480	51080	Retirement	\$ 728.00
0116	20480	51090	Group Insurance	\$ 428.00
0116	20480	51100	FICA	\$ 300.00
0116	20480	521102	Fuel	\$ 1,800.00
			Total (must equal transfer to total)	\$ 6,896.00

Supplemental budget requests require Auditor/Controller's signature

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

\$ -

COUNTY OF PLUMAS  
REQUEST FOR BUDGET APPROPRIATION TRANSFER  
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER  
(Auditor's Use Only)

Department: Senior Nutrition Dept. No. 20830 Date 2/27/2015

The Reason for this request is (check one):

A. _____	Transfer to or from Contingencies	Approval Required
B. <input checked="" type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. _____	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. _____	Transfer within a department, except fixed asset	Auditor
E. _____	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR

SUPPLEMENTAL REVENUE ACCOUNTS

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

FUND #	DEPT #	ACCT #	NAME OF BUDGET ITEM	\$ AMOUNT
0001N	20830	48000	Transfer from MHSA	\$ 114,604.00
			Total (must equal transfer to total)	\$ 114,604.00

TRANSFER TO OR

SUPPLEMENTAL EXPENDITURE ACCOUNTS

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

FUND #	DEPT #	ACCT #	NAME OF BUDGET ITEM	\$ AMOUNT
0001N	20830	51000	Regular Wages	\$ 6,240.00
0001N	20830	51080	Retirement	\$ 1,371.00
0001N	20830	51090	Group Insurance	\$ 600.00
0001N	20830	51100	FICA	\$ 525.00
0001N	20830	521800	Office Supplies	\$ 550.00
0001N	20830	524400	Special Dept. Outreach	\$ 22,342.00
0001N	20830	529500	Computers	\$ 6,000.00
0001N	20830	541500	Vehicle	\$ 42,200.00
0001N	20830	520201	Phones	\$ 1,200.00
0001N	20830	521900	Professional Services	\$ 3,000.00
0001N	20830	580000	Transfer to PH	\$ 30,576.00
			Total (must equal transfer to total)	\$ 114,604.00

Supplemental budget requests require Auditor/Controller's signature

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

\$

COUNTY OF PLUMAS  
REQUEST FOR BUDGET APPROPRIATION TRANSFER  
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER

(Auditor's Use Only)

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Department: <b>Public Health</b>	Dept. No. <u>70560</u>	Date <b>2/27/2015</b>
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The Reason for this request is (check one):

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

Approval Required

- Board
- Board
- Board
- Auditor
- Auditor

**TRANSFER FROM OR**

**SUPPLEMENTAL REVENUE ACCOUNTS**

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

FUND #	DEPT #	ACCT #	NAME OF BUDGET ITEM	\$ AMOUNT
0015	70560	48004	Transfer frm Seniors	\$ 30,576.00
Total (must equal transfer total)				\$ 30,576.00

**TRANSFER TO OR**

**SUPPLEMENTAL EXPENDITURE ACCOUNTS**

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

FUND #	DEPT #	ACCT #	NAME OF BUDGET ITEM	\$ AMOUNT
0015	70560	51000	Regular Wages	\$ 21,840.00
0015	70560	51080	Retirement	\$ 4,586.40
0015	70560	51090	Group Insurance	\$ 2,399.60
0015	70560	51100	FICA	\$ 1,750.00
Total (must equal transfer total)				\$ 30,576.00

Supplemental budget requests require Auditor/Controller's signature

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

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

TRANSFER NUMBER  
(Auditor's Use Only)

Department: **Veterans**      Dept. No. 20640      Date 2/27/2015

The Reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to or from Contingencies	Board
B. <input checked="" type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. <input type="checkbox"/>	Transfer within a department, except fixed asset	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR

X SUPPLEMENTAL REVENUE ACCOUNTS

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

FUND #	DEPT #	ACCT #	NAME OF BUDGET ITEM	\$ AMOUNT
0001	20640	48000	Transfer frm MHSA	\$ 83,560.00
Total (must equal transfer to total)				\$ 83,560.00

TRANSFER TO OR  SUPPLEMENTAL EXPENDITURE ACCOUNTS

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

FUND #	DEPT #	ACCT #	NAME OF BUDGET ITEM	\$ AMOUNT
0001	20640	51000	Regular Wages	\$ 10,165.00
0001	20640	51080	Retirement	\$ 1,408.00
0001	20640	51090	Group Insurance	\$ 1,875.00
0001	20640	51100	FICA	\$ 783.00
0001	20640	521800	Office Expense	\$ 425.00
0001	20640	520201	Phones	\$ 90.00
0001	20640	527400	In County Travel	\$ 500.00
0001	20640	527500	Out of County Travel	\$ 1,500.00
0001	20640	521900	Professional Services	\$ 10,000.00
0001	20640	525250	Outreach	\$ 14,614.00
0001	20640	541500	Vehicle	\$ 42,200.00
Total (must equal transfer to total)				\$ 83,560.00

Supplemental budget requests require Auditor/Controller's signature

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

\$



ELLIOTT SMART  
DIRECTOR

# DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

(530) 283-6350  
Fax: (530) 283-6368

DATE: FEBRUARY 27, 2015

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR  
DEPT. OF SOCIAL SERVICES

A handwritten signature in black ink, appearing to read "ES" followed by a stylized surname.

SUBJ: BOARD AGENDA ITEM FOR MARCH 17, 2015

RE: REQUEST TO FILL A VACANT SOCIAL SERVICES AIDE POSITION AS  
SOON AS ADMINISTRATIVELY POSSIBLE

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

Authorize the Department of Social Services to fill a vacant Social Services Aide position as soon as administratively possible.

### **Background and Discussion**

The Department has experienced a vacancy in the position of Social Services Aide. This position is critical to public safety and the safety of children as this position is assigned a support role in the Child Protective Services unit.

### **Financial Impact**

There is no financial impact to the County General Fund. Funds to support this position come from the 2011 Public Safety Realignment of Child Protective Services.

Copies: DSS Management Staff  
Gayla Trumbo, Human Resources Director

Enclosures

**Position Classification:** Social Services Aide

**FTE:** 1.00

**Budgeted Position:** Yes

**Mandated Program:** Yes

**Position Description:** The Social Worker Aide provides logistical and operational support to the Child Welfare Services unit in the Department of Social Services. Typical responsibilities can include arranging for transport or transporting children and/or families who are in the child welfare system and who require county provided transportation to court ordered visits. The Aide may also be assigned to supervise such visits. The Social Worker Aide may also conduct reviews of relative homes prior to the permanent placement of abused or neglected children with a relative or a non-relative extended family member. The Aide may also be assigned to other assessment and case management activities under close supervision.

**Funding Sources:** This position is budgeted and funded for the current fiscal year. The funding to support these positions comes from federal pass through dollars, state general fund and County 2011 Realignment dollars. There is no cost to the County's General Fund associated with these positions.

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

### Position: Social Services Aide – Child Protective Services

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

**Answer: Yes. Child Protective Services is a state mandated program and visitations between parents and a child placed out of the home are court ordered.**

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

**Answer: We would no longer have capacity to perform the duties of this vacant position due to increasing requirements for visitations, etc.**

- How long has the position been vacant?

**Answer: The position has been vacant since mid-January, 2015.**

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

**Answer: No.**

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

**Answer: Other Counties utilize Social Worker Aides in similar ways to assist with protecting children.**

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

**Answer: Child Protective Services**

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

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

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

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

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

**Answer: No.**

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

**Answer: No.**

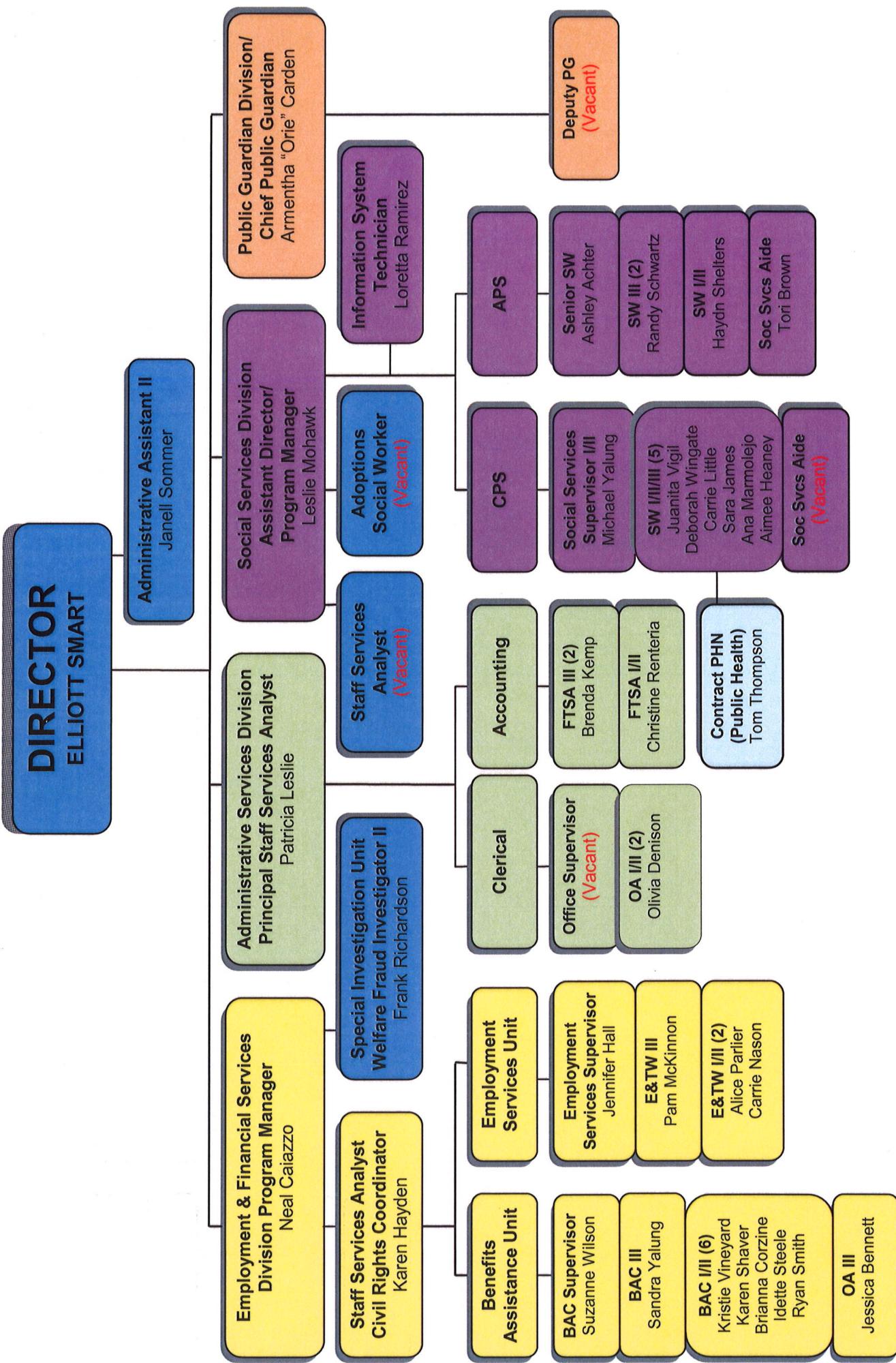
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

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

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

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

# PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN



**PLUMAS COUNTY  
DEPARTMENT OF PUBLIC WORKS  
SOLID WASTE DIVISION**

**1834 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268**  
*Robert A. Perreault, Jr., P.E.* *Director of Public Works*

## AGENDA REQUEST

for the March 17, 2015 meeting of the Board of Supervisors

March 9, 2015

To: Honorable Board of Supervisors  
From: Robert Perreault, Director of Public Works   
Subject: Adoption of a Proposed Environmentally Preferable Purchasing and Practices (EPPP) Policy – Addendum No. 4 to the Plumas County Purchasing Policy

## BACKGROUND

In preparing documentation for several different grant applications associated with CalRecycle jurisdictional matters, Public Works staff has noted that additional requirements are appearing as criteria or conditions associated with the receipt of grant funds.

One such example involved the funding of tire amnesty programs by local agencies. The recent grant application form requires that an “ ... EPPP Policy must be adopted and notification must be uploaded [into the State’s computer application system by April 7, 2015].”

Ordinarily, the adoption of such a policy would first be conceptually discussed with the Board of Supervisors, direction from the Board of Supervisors would then be identified, a departmental proposal would be prepared and vetted through the Management Council and County Counsel, with a final draft proposal then scheduled for consideration on a regular meeting agenda of the Board of Supervisors – a procedure that would likely take 2-3 months, or longer, depending on the nature of the policy.

However, in order to satisfy the CalRecycle criteria – thus remaining eligible to receive grant funding – the Board of Supervisors must adopt an EPPP Policy and the Department of Public Works must submit same to CalRecycle by April 7, 2015.

In researching background information pertinent to this matter, the following documents are attached to this Agenda Request for information and reference:

Agenda Request for the March 17, 2015 BOS Meeting

Adoption of an Proposed EPPP Policy

March 9, 2015

Page 2

- Assembly Bill 498 (CHARTERED), Statutes of 2002, Chapter 575, which includes the provisions of: California Public Contract Code, Section 12400-12404, copy attached.

The Director of Public Works discussed the above matter with the Management Council at its meeting of March 6, 2015 in order to identify other departments that may have an interest in participating in the drafting of a proposed new policy. The Facilities Department so indicated an interest and has been involved in the critiquing of a proposed addendum of the Plumas County Purchasing Policy.

Public Works staff has prepared a draft Addendum to the Plumas County Purchasing Policy for consideration by the Board of Supervisors, copy attached.

**RECOMMENDATION**

The Director of Public Works respectfully recommends that the Board of Supervisors adopt Proposed Addendum No. 4 to the Plumas County Purchasing Policy, with an understanding that the Plumas County Management Council will continue to review and critique the Addendum at its next regular meeting.

Attachments

BILL NUMBER: AB 498  
BILL TEXT

CHAPTERED

CHAPTER 575  
FILED WITH SECRETARY OF STATE SEPTEMBER 16, 2002  
APPROVED BY GOVERNOR SEPTEMBER 14, 2002  
PASSED THE ASSEMBLY AUGUST 29, 2002  
PASSED THE SENATE AUGUST 27, 2002  
AMENDED IN SENATE AUGUST 22, 2002  
AMENDED IN SENATE MAY 9, 2002  
AMENDED IN ASSEMBLY JANUARY 24, 2002  
AMENDED IN ASSEMBLY JANUARY 18, 2002  
AMENDED IN ASSEMBLY JANUARY 9, 2002

INTRODUCED BY Assembly Member Chan  
(Coauthor: Senator Chesbro)

FEBRUARY 21, 2001

An act to add Chapter 6 (commencing with Section 12400) to Part 2 of Division 2 of the Public Contract Code, relating to public contracts.

LEGISLATIVE COUNSEL'S DIGEST

AB 498, Chan. Environmentally preferable purchasing.  
Existing law regulates the purchase of recycled products by state agencies and the Legislature.

This bill would provide that the Department of General Services, in consultation with the California Environmental Protection Agency, members of the public, industry, and public health and environmental organizations, shall provide state agencies with information and assistance regarding environmentally preferable purchasing, as provided.

This bill would state the intent of the Legislature in enacting these provisions.

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. The Legislature finds and declares all of the following:

(a) It is the policy of the state to protect human health and environmental well-being.

(b) The purpose of environmentally preferable purchasing is to protect human health and environmental well-being by reducing the procurement of goods and services that result in larger volumes of waste and pollutants.

(c) Goods and services, that result in reduced volumes of waste and pollutants, have additional value when considering future environmental and health costs.

(d) The state, through environmentally preferable purchasing, has the ability to protect human health and environmental well-being by promoting goods and services that result in reduced waste and pollutants.

(e) The Legislature declares that the responsibility of environmentally preferable purchasing shall be that of any agency that does procuring on behalf of the state.

(f) It is the intent of the Legislature, whenever economically feasible and as markets allow, to continually expand the policies of environmentally preferable purchasing in the daily operations of the state.

SEC. 2. Chapter 6 (commencing with Section 12400) is added to Part 2 of Division 2 of the Public Contract Code, to read:

#### CHAPTER 6. ENVIRONMENTALLY PREFERABLE PURCHASING

12400. For purposes of this chapter, "environmentally preferable purchasing" means the procurement or acquisition of goods and services that have a lesser or reduced effect on human health and the environment when compared with competing goods or services that serve the same purpose. This comparison shall take into consideration, to the extent feasible, raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance, disposal, energy efficiency, product performance, durability, safety, the needs of the purchaser, and cost.

12401. The Department of General Services, in consultation with the California Environmental Protection Agency, members of the public, industry, and public health and environmental organizations, shall provide state agencies with information and assistance regarding environmentally preferable purchasing including, but not limited to, the following:

(a) The promotion of environmentally preferable purchasing.

(b) The development and implementation of a strategy to increase environmentally preferable purchasing. This may include the development of statewide policies, guidelines, programs, and regulations.

(c) The coordination with other state and federal agencies, task forces, workgroups, regulatory efforts, research and data collection efforts, and other programs and services relating to environmentally preferable purchasing.

(d) The development and implementation, to the extent fiscally feasible, of training programs designed to instill the importance and value of environmentally preferable purchasing.

(e) The development, to the extent fiscally feasible, of an environmentally preferable purchasing best practices manual for state purchasing employees.

12401.5. Within existing resources, the Department of General Services shall designate a single point of contact for state agencies, suppliers, and other interested parties to contact regarding environmentally preferable purchasing issues.

12402. Nothing contained in this chapter shall prohibit, limit, or supersede recycled content requirements pursuant to any other provision of law.

12403. Nothing contained in any policy regarding environmentally preferable purchasing may be construed as requiring the acquisition of goods or services that do not perform adequately for their intended use, exclude adequate competition, or are not available at a reasonable price in a reasonable period of time.

12404. Manufacturers, vendors, or other nongovernmental entities contracting with the Department of General Services shall certify in writing that any environmental attribute claims they make concerning their products and services are consistent with the Federal Trade Commission's Guidelines for the Use of Environmental Marketing Terms.

**ADDENDUM NO. 4**  
**to the**  
**PLUMAS COUNTY PURCHASING POLICY**  
**Adopted: March 17, 2015**

---

**I. Purposes**

Reference is made to AB 498 (Statutes of 2002, Chapter 575), copy attached. Plumas County recognizes that there may be benefits of purchasing recycled content products that would include diverting waste from landfills, reducing manufacturing waste and energy consumption and improving markets for recycled products.

The purpose of this Addendum No. 4 is to add an Environmentally Preferable Purchasing and Practices (EPPP) Policy provision to the Plumas County Purchasing Policy.

It is the intention of this Amendment No. 4 to encourage the purchasers of County materials and goods to develop and implement best practices in regard to environmentally preferable purchasing, and at the same time remain fiscally feasible.

**II. General Policy**

Price, quality and availability being comparable, the purchasers of County materials are encouraged to buy recycled content products rather than products made with non-recycled materials. When multiple recycled content products are available and price, quality and availability are comparable, the purchasers of County materials are encouraged to choose the product with the greatest recycled content.

**III. Actions**

**A. Policy Goals**

At least once each year, department and office heads shall review this policy with their subordinates in order to help assure that purchasers of County materials are cognizant of the provisions of this policy.

Individual departments and offices may, but are not required to, establish specific recycled content percentages for different commodities. Such commodities include:

Product Category	Product Examples
Printing and Writing Paper	Copy and printing paper, envelopes, index cards, calendars
Paper products	Janitorial supplies, paper towels, toilet paper
Plastic products	Toner cartridges, office products, waste baskets, binders
Lubricating oils	Motor oil, gear oil, hydraulic oil
Tire Derived Products	Mats, truck-bed liners, pads
Steel Products	Staplers, appliances, paper clips, office furniture, scissors
Solvents	Printer and copier cleaners, engine degreaser

## **B. Waste Reduction**

Waste reduction practices shall be used to reduce quantities of material needed for purchase. The following activities shall be practiced, to the extent practical and at the same time remain fiscally feasible. Examples include:

- use the duplex feature when printing and copying.
- send and store information electronically instead of hard copy.
- conduct routine maintenance on products and equipment to increase the useful life.
- recycle office waste including waste white paper, mixed paper, and beverage containers.

Waste reduction shall also be a consideration when making purchases. Materials purchased shall, to the extent practical and at the same time remain fiscally feasible:

- be durable and repairable or reusable.
- be recyclable.
- minimize packaging.

## **C. Promotion of Sustainable Purchasing Practices**

County departments and offices are encouraged to promote and facilitate the purchase of recycled content products to the extent practical and at the same time remain fiscally feasible.

County departments and offices are encouraged to write contracts with outside vendors to encourage their conformance with this policy to the extent practical and at the same time remain fiscally feasible.

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**PLUMAS COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**  
**1834 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268**  
*Robert A. Perreault, Jr., P.E.*      *Director of Public Works*

**AGENDA REQUEST**

for the March 17, 2015 Meeting of the Plumas County Board of Supervisors

March 9, 2015

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

Subject: Send Letter to USFS Region 5 Forester Randy Moore Supporting a Request by the Plumas National Forest for Additional Funding to Prepare NEPA Documentation for the Beckwourth-Crocker Multi-Purpose Trails Project to Mitigate OHV Impacts Associated with the Beckwourth-Genesee Road Improvements Project

**Background:**

Reference is made to the Beckwourth-Genesee Road Reconstruction Project on County Road 111 in Beckwourth from State Route 70 to Clover Valley – FHWA # CA FLAP 111(1) – Plumas County DPW Work Order #138.

The Federal Highway Administration (FHWA), Central Federal Lands Highway Division (CFLHD), in cooperation with the United States Department of Agriculture Forest Service (FS), the California Department of Transportation (Caltrans), and Plumas County, have identified the need to construct improvements on a 9.6 mile segment of Beckwourth-Genesee Road (CR 111) (FH 177) in Plumas County, California. The construction improvements include rehabilitation, restoration, resurfacing and reconstruction.

The improvements project is being administered under the Federal Lands Access Program and covers all project costs except right-of-way acquisition costs. The construction contract amount awarded by the FHWA in September 2014 was \$10,853,618. That amount does not include design and right-of-way costs.

During the design phase of the project, the 3 agency partners became aware that the project proposal, inadvertently, did not include any mitigation measures addressing the elimination of 4.5 miles of OHV usage. Accordingly, the FHWA immediately proposed to address the oversight by including a replacement OHV Trail, located generally parallel to the new highway and within the roadway project right-of-way. That proposal was acceptable to all parties except the Plumas National Forest, who preferred the new replacement OHV to be relocated into the National Forest, away from the corridor of the new highway.

Agenda Request for the March 17, 2015 BOS Meeting  
Beckwourth-Genesee Highway Improvements Project  
Beckwourth-Crocker Multi-Purpose Trails Project.  
March 9, 2015  
Page 2

The FHWA had no objection to the proposed relocation, provided that it was understood by the other 2 partners that the cost of the additional environmental review, design and construction would not be borne by the FHWA. Thus, it became necessary for the Plumas National Forest and the County of Plumas to acquire funding for OHV trail design, environmental documentation and trail construction. In August 2012, the Plumas National Forest assured the County that it would provide the environmental documentation necessary to address NEPA requirements of the Beckwourth-Crocker Multi-Purpose Trails Project.

Since August 2012, Plumas County has acquired funding for construction of the OHV Trail, as well as funds necessary to address CEQA. In contrast, the Plumas National Forest has reported that it has "started" the NEPA process, but their NEPA project is presently stalled due to a lack of funding. The US Forest Service was fully funded by Congress in 2014 for their FY 2014-2015. PNF staff has advised the Coordinating Council that Region 5 funding contains funding that could be diverted to the Beckwourth-Crocker Multi-Purpose Trails Project for completion of the NEPA documentation.

It is critical that the federal funding not be jeopardized for the Beckwourth-Genesee Road Improvements Project.

This Agenda Request reinforces the Plumas National Forest request to its Region 5 Office that additional funding be allocated from Region 5 to the Plumas National Forest to enable PNF staff to fulfill its responsibilities to complete the NEPA documentation for the Beckwourth-Crocker Multi-Purpose Trails Project.

**Recommendation:**

The Director of Public Works respectfully recommends that the Board of Supervisors vote to authorize the Chair to sign the attached, proposed letter.

Attachment

**[TO BE TYPED ON BOARD OF SUPERVISORS LETTERHEAD]**

March 17, 2015

**D R A F T**

Randy Moore, Regional Forester  
Pacific Southwest Region USFS (Region 5)  
1323 Club Drive  
Vallejo, CA 94592

RE: Beckwourth-Crocker Multi-Purpose Trails Project in Plumas County

Dear Forester Moore:

This letter is submitted to you as your agency is one of the signatory partners in the California Forest Highway 177, Beckwourth-Clover Valley Project Agreement, CA PFH 177- L(0), copy enclosed. The 14-page Project Agreement sets forth numerous responsibilities for each of the agency partners, i.e., the Federal Highway Administration, the County of Plumas and the Plumas National Forest. The Project Agreement is available for public viewing on the internet at:

<http://www.cflhd.gov/resources/pm/documents/PPIGuidelines/Definitions/CAPFH177.pdf>

The Federal Highway Administration (FHWA) is the lead agency for the 9.6-mile highway improvements project, which has been designed and is now under construction. The construction contract amount awarded by the FHWA in September 2014 was \$10,853,618. That amount does not include design and right-of-way costs.

At the time that the FHWA conducted a Public Hearing on the proposed highway improvements, on February 22, 2012, the 3 agency partners had became aware that the project proposal, inadvertently, did not include any mitigation measures addressing the elimination of 4.5 miles of OHV usage. Accordingly, the FHWA immediately proposed to address the oversight by including a replacement OHV Trail, located generally parallel to the new highway and within the right-of-way. That proposal was acceptable to all parties except the Plumas National Forest, who preferred the new replacement OHV to be relocated into the National Forest, away from the corridor of the new highway.

The FHWA had no objection to the proposed relocation, provided that it was understood by the other 2 partners that the cost of environmental review, design and construction would not be borne by the FHWA. The Plumas National Forest and the County of Plumas assured the FHWA of such understanding and assurances were made between the Plumas National Forest and the County of Plumas.

Randy Moore, Regional Forester  
Pacific Southwest Region USFS (Region 5)  
Beckwourth-Crocker Multi-Purpose Trails Project in Plumas County  
March 17, 2015  
Page 2

One of the critical responsibilities of the Plumas National Forest is the need to complete its commitment to provide environmental documentation associated with the proposed multi-purpose trail that was relocated at the request of the Plumas National Forest.

Plumas County Public Works staff advises that this stoppage in NEPA funding by the USFS will soon prove to be an impediment to the progress in the design phase of the proposed OHV trail and is affecting the preparation of the CEQA document..

In closing, the Plumas County Board of Supervisors respectfully endorses the request from the Plumas National Forest staff to its USFS Region 5 office to adequately fund the preparation of a NEPA document for the Beckwourth-Crocker Multi-Purpose Trails Project in Plumas County.

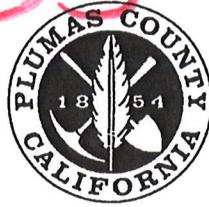
Sincerely,

Kevin Goss  
Chair

cc: Honorable Dianne Feinstein  
Honorable Barbara Boxer  
Honorable Doug LaMalfa  
Earl Ford, Forest Supervisor, Plumas National Forest  
Jenny Wilson, Deputy Forest Supervisor, Plumas National Forest  
David Wood, Public Services and Engineering Staff Officer, Plumas National Forest  
Deb Bumpus, District Ranger, Plumas National Forest

PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

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



## **CONSENT AGENDA REQUEST**

For the March 17, 2015 meeting of the Plumas County Board of Supervisors

March 6, 2015

To: Honorable Board of Supervisors  
From: Robert Perreault, Director of Public Works   
Subject: Budget Transfer from Acquisition Item Radar Sign, 544803 to Special  
Department Expenses line item 524400.

### Background:

The Road Department has an Acquisition Item Radar Sign under account 544803 within their 14/15 Expenditure Budget. Current quotes for each of three (3) solar powered radar units is below the County Purchasing Policy minimum acquisition amount of \$5,000.

The attached budget transfer has been reviewed and approved by the County Auditor.

### Recommendation:

The Public Works Department respectfully recommends that the Board of Supervisors approve the attached budget transfer to move \$12,000 from Acquisition 544803 to Special Department Expenses 524400.

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

**TRANSFER NUMBER**  
(Auditor's Use Only)

Department: Road Dept. No: 20521 Date 3/6/2015

The reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B. <input type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input checked="" type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. <input type="checkbox"/>	Transfer within Department, except fixed assets	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

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

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

Supplemental budget requests require Auditor/Controller's signature

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

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

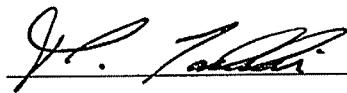
A) Please sign the attached agenda request

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

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

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

Approved by Department Signing Authority:

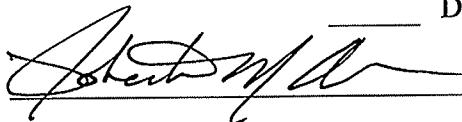


2/25/15

Approved/ Recommended

Disapproved/ Not recommended

Auditor/Controller Signature:



Board Approval Date: \_\_\_\_\_ Agenda Item No. \_\_\_\_\_

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

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

#### INSTRUCTIONS:

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

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

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

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

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

**PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS**

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 – Fax (530) 283-6323

Robert A. Perreault, Jr., P.E., Director

Joe Blackwell, Deputy Director

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**CONSENT AGENDA REQUEST**

for the March 17, 2015 meeting of the Plumas County Board of Supervisors

To: Honorable Board of Supervisors

From: Robert Perreault, Public Works Director

Subject: Budget Transfer from Acquisition Item Capital Improvement #540110 to  
Public Works Industrial Equipment, #541900

A handwritten signature of Robert A. Perreault in black ink.

Background:

The Department of Public Works recently went out to bid for two (2) Snow Plow Trucks. The qualified acceptable low bid came in at \$5,562.20 above the budgeted amount. The department would like to move \$6,000 from Acquisition Capital Improvement, #540110 to the Acquisition Public Works Industrial Equipment, #541900 and then proceed to order the above noted Snow Plow Trucks.

The County Auditor has reviewed, approved and signed the attached Budget Transfer.

Recommendation:

Public Works staff respectfully recommends that the Board of Supervisors approve the attached Budget Transfer.

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

**TRANSFER NUMBER**  
(Auditor's Use Only)

Department: Public Works - Road      Dept. No: 20521      Date: 3/5/2015

The reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B. <input type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input checked="" type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. <input type="checkbox"/>	Transfer within Department, except fixed assets	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR  SUPPLEMENTAL REVENUE ACCOUNTS

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

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

Supplemental budget requests require Auditor/Controller's signature

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

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

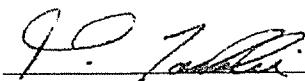
A) Please see attached agenda item. \_\_\_\_\_

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

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

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

Approved by Department Signing Authority:



3/5/15

Approved/ Recommended

Disapproved/ Not recommended

Auditor/Controller Signature:



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

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

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

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

Initials \_\_\_\_\_

#### INSTRUCTIONS:

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

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

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

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

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

5H

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

**RESOLUTION OF THE BOARD OF SUPERVISORS OF COUNTY OF PLUMAS  
TO APPROVE INDUSTRIAL DISABILITY RETIREMENT OF  
MR. WILLIAM E. ELLIOTT  
(Section 21156, Government Code)**

**WHEREAS**, the County of Plumas (hereinafter referred to as Agency) is a contracting agency of the Public Employees Retirement System; and

**WHEREAS**, the Public Employees Retirement Law requires that a contracting agency determine whether an employee of such agency in employment in which he/she is classified as local safety member is disabled for purposes of the Public Employees Retirement Law and whether such disability is "industrial" within the meaning of such Law; and

**WHEREAS**, Mr. William E. Elliott who was employed by the Plumas County Sheriff's Department in the position of Sheriff Investigator, has filed an application for industrial disability retirement with the California Public Employees Retirement System (hereinafter referred to as (CalPERS); and

**WHEREAS**, after review of the medical information provided by employee's Treating Physician and Qualified Medical Examiner it has been determined that Mr. William E. Elliott is disabled due to cumulative work related injuries and cannot safely perform the duties of his former position as Sheriff Investigator; and

**WHEREAS**, Mr. William E. Elliott retired under service retirement pending approval of his industrial retirement.

**NOW, THEREFORE BE IT RESOLVED:**

That the Board of Supervisors hereby find and determine that Mr. William E. Elliott is incapacitated within the meaning of the Public Employees' Retirement Law for performance of his duties in the position of Sheriff Investigator; and

**BE IT FURTHER RESOLVED THAT**, the Board of Supervisors find and determine that such disability is a result of injuries or disease arising out of and in the course of employment.

Neither said Mr. William E. Elliott nor the County of Plumas has applied to the Workers' Compensation Appeals Board for a determination pursuant to Section 21166 whether such disability is industrial.

The forgoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 17<sup>th</sup> day of March 2015, by the following vote:

AYES: Supervisors

NOES: Supervisors

ABSENT: Supervisors

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Chair, Board of Supervisors

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Clerk of the Board