

BOARD OF SUPERVISORS

Terrell Swofford, 1st District
Kevin Goss, 2nd District
Sharon Thrall, Chair 3rd District
Lori Simpson, Vice Chair 4th District
Jeff Engel, 5th District

**AGENDA FOR REGULAR MEETING OF MARCH 15, 2016 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

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) PUBLIC HEALTH AGENCY

- 1) Adopt **RESOLUTION** to accept and authorize the Director of Public Health to sign Agreement Amendment Number 15-10375, A-01 from the California Department of Health, Emergency Preparedness Office (EPO) for EBOLA Preparedness and Response Program; approved as to form by County Counsel
- 2) Approve and authorize the Chair to sign Agreement Number PCPHA2016ELLIS with Ellis Planning Associates, Inc., of \$14,926 to assist in developing a Strategic Plan in accordance to PHAB requirements found in PHAB Standards and Measures; approved as to form by County Counsel

2. DEPARTMENTAL MATTERS

A) FACILITY SERVICES/AIRPORTS – Dony Sawchuk

Appropriate \$12,000 from the General Fund Contingency to Facility Services 20120/521300 to pay Public Works for installation of a new sewer connection lateral for Care Flight Facility at the Beckwourth-Nervino Airport; discussion and possible action; **four/fifths required roll call vote**

B) LIBRARY/LITERACY – Lynn Sheehy

Approve supplemental budget transfer of \$31,450 for receipt of unanticipated revenue from State Library for Literacy Program; **four/fifths required roll call vote**

C) **SOCIAL SERVICES** – Elliott Smart

- 1) Adopt **PROCLAMATION** Proclaiming March 2016 as “*Social Worker Month*” in Plumas County; discussion and possible action
- 2) Approve supplemental budget transfer of \$36,990 for receipt of unanticipated revenue from State Department of Social Services for Foster Parent Recruitment Retention and Supper Program; **four/fifths required roll call vote**
- 3) Authorize the Department of Social Services to recruit and refill vacant 1.0 FTE Benefits Assistance Counselor I/II position, created by resignation; discussion and possible action

D) **PLANNING** – Randy Wilson

- 1) Approve and authorize the Planning Director to sign amendment to Agreement between County of Plumas and Sierra Nevada Conservancy to produce a Lake Almanor Water Trails Map; discussion and possible action
- 2) Approve and authorize the Planning Director to sign modification to Agreement between County of Plumas and the U.S. Forest Services for work related to water quality on the forest changing the amount of the grant funds dispersed to the Forest Service of \$1,927,848 as stated in the existing Prop. 50 Grant Agreement between the County of Plumas and the Department of Water Resources; discussion and possible action

E) **PUBLIC WORKS** – Robert Perreault

- 1) Adopt **RESOLUTION** Authorizing the Applicant to Apply for Grant Funds for the State of California, Department of Parks and Recreation, Off-Highway Vehicle Grant Funds. **Roll call vote**
- 2) Authorize the Department of Public Works to recruit and fill vacant 1.0 FTE Public Works Lead Maintenance Worker position in the La Porte District, created by resignation; discussion and possible action

F) **ENVIRONMENTAL HEALTH** – Jerry Sipe

Adopt **ORDINANCE**, first introduced on March 08, 2016, amending Section 6-6.12(b) of Plumas County Code Pertaining to Septic Tank Construction. **Roll call vote**

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 13 – 15, 2016 in Belden Town; discussion and possible action
- B) **Beckwourth County Services Area**:
 - 1) Appropriate \$15,000 from the General Fund Contingency as a loan to the Beckwourth County Service Area to balance the budget for Fiscal Year 2015-2016, such loan to bear interest at the rate of interest that the county earns on its temporarily idle funds; discussion and possible action; **four/fifths required roll call vote**
 - 2) Pursuant to Government Code section 25214.4(b), extend the time for repayment of the \$15,000 loan appropriation from the Plumas County General Fund Contingency to the Beckwourth County Service Area from repayment in the current fiscal year to repayment by June 30, 2019; discussion and possible action; **four/fifths required roll call vote**
- C) Property Tax Exchange Negotiations: LAFCo file 2015-ANNX-0003 Chandler Ranch to Quincy Fire Protection District; discussion and possible action
- D) Correspondence
- E) Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations.
- F) **Appointments**
MENTAL HEALTH COMMISSION
Re-appoint Maria Rock-Strong to the Plumas County Mental Health Commission

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

4. CALIFORNIA HIGHWAY PATROL

Presentation by the California Highway Patrol regarding new traffic safety laws pertaining to bicycles and pedestrians

5. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Personnel: Public employee performance evaluation – Director of Facility Services/Airports
- B. Conference with Legal Counsel: Claim Against the County filed by Michael G. Scott on December 11, 2015
- C. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 - Amy Granat, et al., Plaintiffs, v. United States Department of Agriculture, et al., Defendants, United States District Court, Eastern District of California, Case No. 2:15-cv-00605 MCE-DAD (Plumas National Forest Travel Management Plan)
- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- E. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, April 05, 2016, Board of Supervisors Room 308, Courthouse, Quincy, California.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin Hall, MPH, CHES, Director

Mark Satterfield, M.D., Health Officer

<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: February 16, 2016

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Item for March 15, 2016

Recommendation: Approve a Resolution to accept and authorize the Director of Public Health to sign Agreement Amendment Number 15-10375, A-01 from the California Department of Health, Emergency Preparedness Office (EPO) for EBOLA Preparedness and Response Program.

Background Information: The California Department of Public Health, Emergency Preparedness Office has awarded Public Health supplemental funding for Ebola Preparedness and Response. Plumas County Public Health Agency will build local health capacity and capability for response to infectious diseases, with a focus on EVD, addressing the capabilities; including community preparedness; public health surveillance and Epidemiological investigation; laboratory testing, non-pharmaceutical interventions; responder safety and health; emergency public information and warning information sharing and medical surge.

The purpose of this Agreement Amendment is to extend the term through June 30, 2017.

A copy of the Resolution is attached for your review.

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

1A
RESOLUTION NO. 16-_____

RESOLUTION TO ACCEPT AND AUTHORIZE THE DIRECTOR OF PUBLIC HEALTH TO SIGN STANDARD AGREEMENT AMENDMENT NUMBER 15-10375, A-01 FROM THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH, EMERGENCY PREPAREDNESS OFFICE FOR EBOLA PROGRAM FROM JULY 1, 2015 THROUGH JUNE 30, 2017.

WHEREAS, The California Department of Public Health, Emergency Preparedness Office has extended the term of the agreement to June 30, 2017 for the Ebola Preparedness and Response Program, and

WHEREAS, The purpose of this Agreement is to support accelerated state and local public health preparedness planning and operational readiness for responding to Ebola, and

WHEREAS, the California Department of Public Health, Emergency Preparedness Office, issued Agreement Amendment Number 15-10375, A-01 to PCPHA to provide Ebola Preparedness and Response Services through June 30, 2017..

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

1. Accept Standard Agreement Amendment Number 15-10375, A-01 from the California Department of Public Health, Emergency Preparedness Office through September 30, 2016.
2. Authorize the Director of the Department of Public Health to sign Agreement Amendment Number 15-10375, A-01 from the California Department of Public Health, Emergency Preparedness Office, and to take any actions or execute any documents necessary to implement this Agreement.

The forgoing Resolution was duly passed and adopted by the Board of Supervisors, County of Plumas, State of California, at a regular meeting of said Board held on the 15th day of March 2016, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Chair, Plumas County Board of Supervisors

Attest:

Clerk, Plumas County Board of Supervisors



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

1A2

Mimi Khin Hall, MPH, CHES, Director

Mark Satterfield, M.D., Health Officer

<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 7, 2016

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Item for March 15, 2016

Item Description/Recommendation: Approve and direct the Chair to sign Agreement Number PCPHA2016ELLIS with Ellis Planning Associates, Inc., in the amount of \$14,926.00 to assist in developing a Strategic Plan in accordance to PHAB requirements found in "PHAB Standards and Measures.

Background Information: As the Board is aware Plumas County Public Health Agency has the fiscal and administrative responsibilities for a number of different programs with diverse funding sources from the State Department of Health Services, private foundations, local sources, realignment and other county departments. Often, in an effort to work effectively and efficiently with communities, Public Health contracts with providers to extend programs and provide services to diverse populations throughout the county.

A Copy of the agreement is on file with the Clerk of the Board for your review.



2A

DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

Dony Sawchuk
Director

Board Date: March 15, 2016

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: Appropriate up to \$12,000 from the General Fund Contingency 20980/528400 to Facility Services 20120/521300 to pay Public Works for installation of a new "Sewer Connection Lateral" for Care Flight Facility at Beckwourth – Nervino Airport.

Background

A sewer main belonging to Beckwourth CSA runs parallel to the airport access road. Public Works intends to install a lateral line from the main to provide a sewer connection for Care Flight's new crew facility. The estimated costs include the following:

Will Serve Letter \$250
Beckwourth CSA staff time \$500
Costs incurred by BCSA Civil Engineer, Dean Marsh, P.E. \$2,000
Construction crew – Public Works' Beckwourth crew and equipment \$9,000

Care Flight will be responsible for costs to connect their building to the new lateral.

Recommendation

Appropriate up to \$12,000 from the General Fund Contingency 20980/528400 to Facility Services 20120/521300 to pay Public Works for installation of a new "Sewer Connection Lateral" for Care Flight Facility at Beckwourth – Nervino Airport.

The above referenced agreement has been approved as to form by the Plumas County Auditor and is on file with the Clerk of the Board.

PLUMAS COUNTY LIBRARY

445 JACKSON STREET • QUINCY, CA 95971 • (530) 283-6310 • Fax (530) 283-3242
lynnsheehy@countyofplumas.com • www.plumaslibrary.org



Lynn Sheehy
County Librarian

DATE: February 17, 2016

TO: Honorable Board of Supervisors

FROM: Lynn Sheehy, County Librarian

RE: AGENDA ITEM FOR March 15, 2016

It is recommended that the Board:

Approve the supplemental budget amount of \$31,450 from the California State Library and approve an increase in expenditure budgets for Department 20675 as specified below.

Background:

During the budget process for the 2015-2016 fiscal year, it was anticipated that Plumas County Literacy would receive \$36,000 based on previous year's amounts. In a letter dated November 3, 2015 from State Librarian Greg Lucas, Plumas Literacy was informed that they were to receive the amount of \$67,450 for the 2015-2016 fiscal year, an addition of \$31,450 than was anticipated. Changes in funding is based on an increase or decrease in the number of adult learners served, and/or an increase or decrease in the amount of local funds expended on adult literacy the previous year. In addition, the Legislature and the governor added \$2 million in ongoing funding for library literacy programs this year.

It is recommended that the budgets be increased for the following accounts: \$6,000 in Office Expenses #521800 for the purchase of toner for six Literacy printers, in addition to the replacement purchase of one of the printers and paper and supplies for literacy students; \$17,450 in Books #524510 which includes books for early literacy and GED workbooks; \$1,000 in the Greenhouse Project #527400 for literacy projects related to gardening; \$1,000 In County Travel #527400; \$3,000 in Professional Services #521900 for possible contractual agreements with literacy personnel; and \$3,000 in Computers #529500 for the purchase of laptops to be used for GED instruction.



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: MARCH 3, 2016

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR
DEPT. OF SOCIAL SERVICES 

SUBJ: BOARD AGENDA ITEM FOR MARCH 15, 2015

RE: PROCLAMATION DECLARING MARCH 2016 AS SOCIAL WORKER
MONTH IN PLUMAS COUNTY

It is Recommended that the Board of Supervisors

Adopt the enclosed proclamation declaring March 2016 as Social Worker Month in Plumas County.

Background and Discussion

The Month of March has been proclaimed by the National Association of Social Workers as Social Worker Month. In Plumas County, Social Workers provide services and support that improve the lives of the County's most vulnerable populations. Behind the scenes and mostly out of the public eye, Social Workers provide protective services to abused children and vulnerable adults. They work toward supporting at-risk and overburdened families so that children can be safe and can thrive. Social Workers build families through adoptions. And with vulnerable adult populations, they provide supports that enable those populations to remain in their own homes with the help that may be needed to assure that they are safe. This year in particular, Plumas County has good reasons to acknowledge the tenacity and courage of County Social Workers. For all these reasons and many more, it is recommended that the Board of Supervisors proclaim March, 2016 as Social Worker Month in Plumas County.

Copies: DSS Management
Human Services Dept. Heads

Enclosure

PROCLAMATION

PROCLAIMING MARCH 2016 AS “SOCIAL WORKER MONTH” IN PLUMAS COUNTY “Forging Solutions Out of Challenges”

WHEREAS, the primary mission of the Social Work profession is to enhance well-being and help meet the basic needs of all people, especially the most vulnerable in society; AND,

WHEREAS, Social Work is one of the fastest growing careers in the United States with more than 640,000 members of the profession; AND,

WHEREAS, Social Workers work in all areas of our society to improve happiness, health and prosperity including communities, schools, social service agencies, and care facilities; AND,

WHEREAS, thousands of child, family, and adult services social workers across the country provide assistance to protect children and improve the social and psychological functioning of children, families and vulnerable adults; AND,

WHEREAS, Social Workers help children find loving homes and create new families through adoption; AND,

WHEREAS, Social Workers work with older adults and their families to improve their quality of life and ability to live independently as long as possible and get access to quality mental health and health care; AND,

WHEREAS, Social Workers confront some of the most challenging issues facing individuals, families, communities, and society and forge solutions that help people reach their full potential and make our nation a better place to live, AND,

WHEREAS, Plumas County Social Workers have demonstrated that they have tremendous tenacity and talent.

NOW, THEREFORE, BE IT RESOLVED in recognition of the numerous contributions made by Plumas County Social Workers, the Plumas County Board of Supervisors proclaims the month of March 2016 as National Social Worker Month and calls upon all Plumas County citizens to join the Department of Social Services in celebration and support of the Social Work profession.

The foregoing Proclamation was duly passed and adopted by the Board of Supervisors, County of Plumas, State of California, at a regular meeting of said Board held on the 15th day of March, 2016.

Sharon Thrall, Chair
Plumas County Board of Supervisors

7C2



DEPARTMENT OF SOCIAL SERVICES
AND PUBLIC GUARDIAN

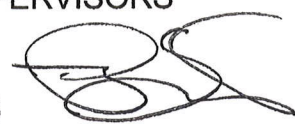
Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

ELLIOTT SMART
DIRECTOR

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

DATE: MARCH 3, 2016

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR
DEPT. OF SOCIAL SERVICES 

SUBJ: BOARD AGENDA ITEM FOR MARCH 15, 2016

RE: SUPPLEMENTAL BUDGET REQUEST FOR THE FOSTER PARENT
RECRUITMENT, RETENTION AND SUPPORT PROGRAM

It is Recommended that the Board of Supervisors

Approve an FY 2015-2016 supplemental budget request for the Department of Social Services, Dept. 70590, in the amount of \$36,990 for the Foster Parent Recruitment, Retention and Support Program as detailed in the enclosed Supplemental Budget Request form.

Background and Discussion

In the latter half of 2012, the California Department of Social Services convened a workgroup of partners and stakeholders to engage in a two-year effort to assemble recommendations to revise the state's foster care system. The efforts of this work group resulted in a report to the Legislature entitled Continuum of Care Reform (CCR) Legislative Report. This report was supplied to the Legislature in January 2015. The report recommended specific legislative action targeted to improving outcomes for children in the foster care system that were ultimately adopted by the Legislature in AB 403 which was adopted during the 2015 legislative session and subsequently signed by the Governor.

Among the many recommendations generated by the CCR was a set targeted to strengthening foster parent, resource family and relative caregiver retention, recruitment, training requirements and strategies. CCR envisions that caregivers (formerly Foster Parents) will become significant partners to the Department's efforts to improve outcomes for children who come into the Child Welfare system. To accomplish this however, the CCR recommends that greater efforts must be in place to invest in recruiting caregivers and resource families; and, that supports must be available to them so they can be retained.

With that goal in mind, last October the California Department of Social Services issued a letter inviting counties to submit plans for foster caregiver retention, recruitment, support and training strategies. Examples of elements that could be funded in such plans include the following:

- Additional staff to provide or improve direct services provided to foster caregivers, relative caregivers and resource families.
- Removal of barriers to recruit or retain foster caregivers.
- Paying for exceptional child needs that will normalize the child's experience or stabilize the placement of the child.
- Child care.
- Intensive relative finding or engagement.

The Department of Social Services submitted a comprehensive plan and on December 7, 2015, the Department was notified that our plan had been approved for \$36,990 in State General fund expenditures (see enclosed letter from CDSS). That approval is what brings the Department before the Board today.

In order to begin applying this new funding to recruiting and retaining foster caregivers, the Department will need approval of a supplemental budget as detailed in the enclosed Request for Supplemental Budget form. In accordance with the approved plan and allocation, the supplemental budget totals \$36,990.

Financial Impact

Funding for approved plan activities is derived from 100% State General Fund and Federal dollars. There is no local match requirement from 1991 or 2011 Realignment funds. The funding available is for the current fiscal year, however, the Department expects such funds to be available for a 2 year period so funds for this purpose will appear in the Department's FY 2016-2017 budget request.

Other Agency Involvement

The Auditor-Controller has reviewed and approved the Request for Supplemental Budget. Community Agency partners will be essential in moving forward with elements of this plan.

Copy: DSS Management Staff
Human Services Department Heads

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER _____
(Auditor's Use Only)

RECEIVED

Department: Social Services

Dept. No: 70590

Date 2/18/2016

FEB 24 2016

The reason for this request is (check one):

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

Approval Required _____
Auditors / Ris

Board
Board
Board
Auditor
Auditor

☐ **TRANSFER FROM OR**

☒ **SUPPLEMENTAL REVENUE ACCOUNTS**

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

Fund #	Dept #	Acct #	Account Name	\$ Amount
0013	70590	44060	State- Welfare Public Admin	36,990.00
Total (must equal transfer to total)				36,990.00

TRANSFER TO OR

☒

SUPPLEMENTAL EXPENDITURE ACCOUNTS

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

Fund #	Dept #	Acct #	Account Name	\$ Amount
0013	70590	521900	professional services	10,000.00
0013	70590	524400	Special Department expense	12,500.00
0013	70590	527410	client service expense	14,490.00
Total (must equal transfer to total)				36,990.00

Supplemental budget requests require Auditor/Controller's signature

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

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

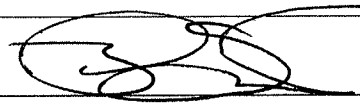
A) New Post-Realignment Program (Foster Parent Recruitment, Retention & Support) established by the State Department of Social Services.

B) new funding, not a transfer.

C) Funding awarded December 2015. See attached letter from Department of Social Services, December 7, 2015.

D) See A & C, above.

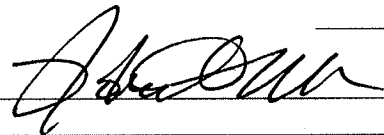
Approved by Department Signing Authority: _____



☒ 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.



WILL LIGHTBOURNE
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

December 7, 2015

RECEIVED

DEC 11 2015

PLUMAS COUNTY
SOCIAL SERVICES
(ADMINISTRATION)

Mr. Elliott Smart, Child Welfare Director
Plumas County Health and Human Services Agency
Child Welfare Division
270 County Hospital Rd., Room 207
Quincy, CA 95971

Dear Mr. Smart:

This letter informs you of your Fiscal Year (FY) 2015-16 Foster Parent Recruitment, Retention and Support (FPRRS) program plan award, authorized by the Budget Act of 2015. As stated in All County Letter 15-76, dated October 8, 2015, the objective of this award is for counties to recruit, retain and support foster parents, resource families and relative caregivers.

The FPRRS funds awarded to counties are treated as a preliminary allocation. If there are additional funds available at the end of the review period, further allocations will be considered. As with all allocations, counties that receive FPRRS awards will be required to claim administrative costs on a quarterly basis.

Based on your county's approved plan, your FPRRS preliminary allocation is \$36,990 General Fund for administrative activities, as stated below:

	Total* Funds	Capped General Funds
<i>Administrative Allocation</i>		
Total Preliminary Allocation	<u>\$54,800</u>	<u>\$36,990</u>

Funds are to be used for the following Administrative activities:

- Supports for children to prevent placement changes and facilitate stability
- Environmental Needs
- Mentoring Program
- Resource Family Training
- Locating Relatives and Non-Relative Extended Family Members
- Recruitment of Resource Family Homes

*For informational purposes only since the federal share will fluctuate based on a county's claiming.

Mr. Elliot Smart
Page Two

These preliminary allocations are subject to final review of all county plans by the California Department of Social Services (CDSS). The funds allocated must be used for activities and services to retain, recruit and support foster parents, relative caregivers and resource families consistent with the approved FPRRS plan.

Counties receiving funding for their approved plans will be required to report the outcomes achieved through the use of the funds and the activities that contributed to those outcomes. The specific requirements for reporting will be developed via collaboration between CDSS and the County Welfare Directors Association (CWDA). The CDSS will issue further instruction under subsequent and separate cover regarding submission of data reports due to CDSS by September 30 of the year following the end of the FY in which the funding was available. Using these reports, CDSS has the responsibility to share best practices among counties and periodically update the Legislature.

Claiming Instructions

Counties are reminded that their FPRRS funds are to be used to supplement, rather than supplant existing funds. County expenditures will be tracked to the appropriate claiming codes for the administrative activities. If claimed expenditures exceed the General Fund allocations, the overmatch will shift 100 percent to county share.

Claiming instructions will be issued in a forthcoming letter. The claiming instructions will provide a program code for those Title IV-E allowable FPRRS plan activities which includes enhanced training for social workers, as well as a program code to capture training costs for the training of foster parents and a program code for non-federally eligible costs. As a reminder, with any Title IV-E claimed cost, the Title IV-E nonfederal discount rate will be applied.

For questions regarding the FPRRS program, contact the Foster Caregiver Policy and Support Unit at (916) 651-7465 or by email at kinship.care@dss.ca.gov. Questions regarding the fiscal information in this letter should be directed to fiscal.systems@dss.ca.gov.

Sincerely,



LILIA A. YOUNG, Chief
Financial Management and Contracts Branch

c: Frank Mecca, Executive Director, CWDA

Mr. Elliot Smart
Page Three

Eileen Cubanski, CWDA
Jay Kapoor, Assistant Program Budget Manager, Department of Finance
Leslie Mohawk, Plumas County Health and Human Services Agency



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 29, 2016

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR
DEPT. OF SOCIAL SERVICES 

SUBJ: BOARD AGENDA ITEM FOR MARCH 15, 2016

RE: REQUEST TO FILL A VACANT BENEFITS ASSISTANCE COUNSELOR
I/II POSITION IN THE DEPARTMENT OF SOCIAL SERVICES

It is Recommended that the Board of Supervisors

Authorize the Department of Social Services to fill a vacant, funded and budgeted Benefits Assistance Counselor (BAC) I/II position effective as soon as possible.

Background and Discussion

The Department of Social Services has incurred a vacancy at the Benefits Assistance Counselor (BAC I/II) level. As explained in more detail on the attached position classification form, this position is responsible for performing eligibility determinations for CalFresh assistance (formerly the Foodstamp program) and for the Medi-Cal program. The position became vacant on February 29, 2016 due to a resignation.

The Board is aware that the Department has experienced high levels of applications for assistance and continuing cases particularly in the CalFresh (Foodstamp) program. The combined effect of vacant positions and high case loads makes it essential that the Department move forward immediately to fill the vacant position. A description of the duties and other matters related to filling this position appears in the attached forms.

Financial Impact

The position is budgeted in the approved Department of Social Services budget for FY 2015-2016. Funding to support the position comes from federal pass through dollars, State General Fund dollars and 1991 Realignment funds. There is no impact to the County General Fund.

Copy: Neal Caiazzo, Program Manager
 Pat Leslie, Principal Staff Services Analyst

Enclosures (2)

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Position: Benefits Assistance Counselor – Medi-Cal/CalFresh Program

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

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

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

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

- How long has the position been vacant?

Answer: The position became vacant effective February 29, 2016 due to an employee resignation.

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

Answer: No.

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

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

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

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

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

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

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

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

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

Answer: No.

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

Answer: No.

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

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

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

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

Position Classification: Benefits Assistance Counselor (BAC) I/II

FTE: 1.00

Budgeted Position: Yes

Mandated Program: Yes

Position Description:

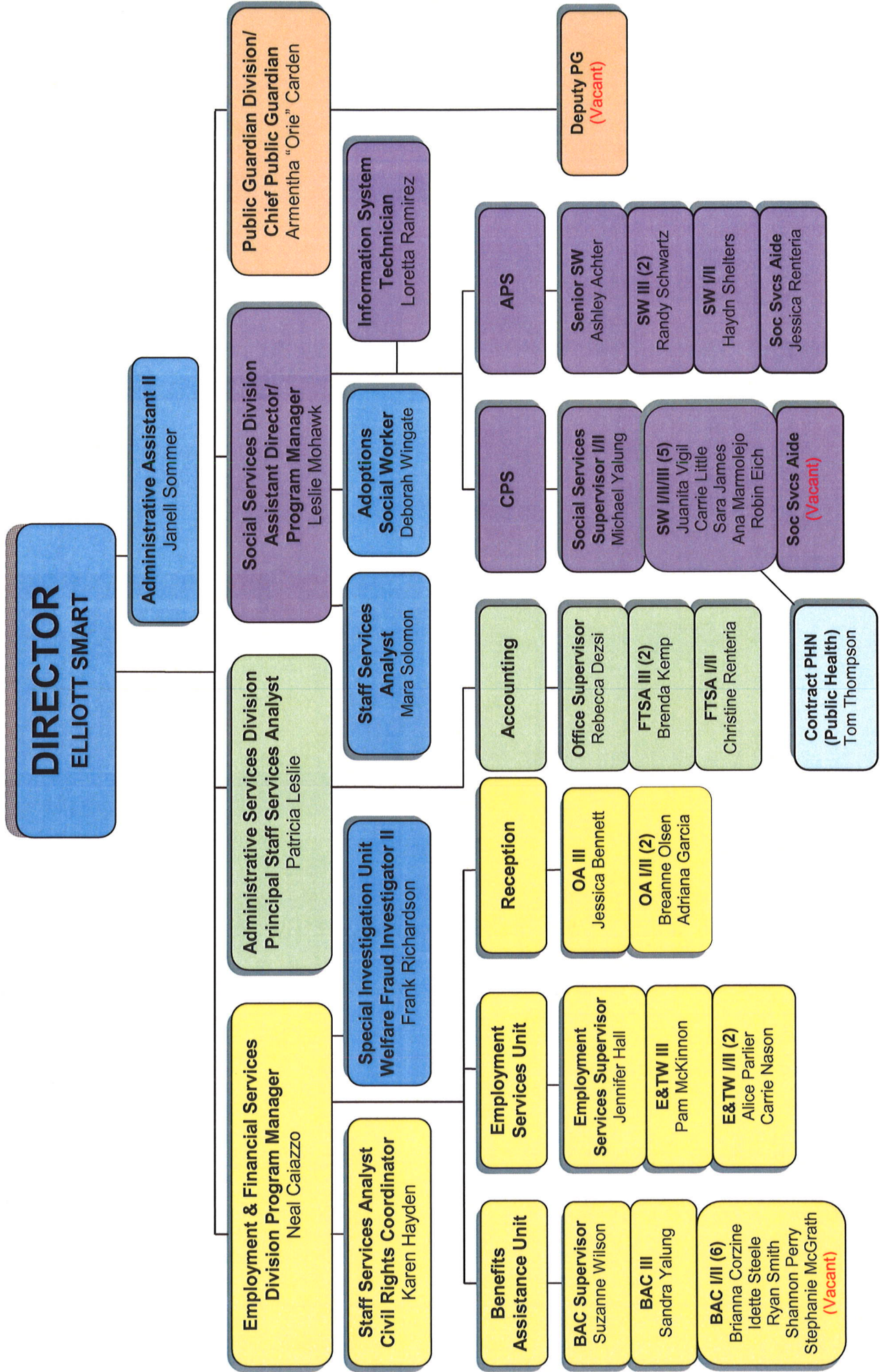
This position is primarily responsible for performing eligibility determinations for the Medi-Cal, CMSP and CalFresh (Foodstamp) programs. Eligibility determinations for the Medi-Cal and CMSP programs are critical to the mission of assuring that county citizens who do not have medical insurance or another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

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

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

Reason for the Vacancy: The reason for this vacancy is because the prior incumbent resigned.

PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN

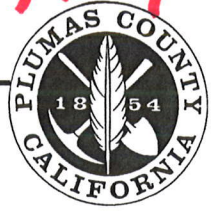


701

PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street
Quincy, CA 95971-9143
(530) 283-7011

www.plumascounty.us



DATE: March 15, 2016

TO: Honorable Chair and Members of the Board of Supervisors

FROM: Randy Wilson, Plumas County Planning Director/Co-Manager of the Plumas County Flood Control and Water Conservation District

RE: Approval of an Amendment to Agreement Number P1422049 between the Sierra Nevada Conservancy and Plumas County to produce a Lake Almanor Water Trails Map, and authorize the Planning Director to sign the Agreement Amendment.

Background

The Sierra Nevada Conservancy has financed the development of a Lake Almanor Water Trails Map. A water trail map is a tool to enhance non-motorized boating on Lake Almanor. The project is anticipated to encourage more visits to the Almanor Basin and help improve the economy and garner more appreciation of the natural resources of the area. The primary products will be a map with the necessary information to guide a paddler on a tour of Lake Almanor. The map will include launch sites, campgrounds, restaurants, resorts, picnic areas, and will list ancillary local businesses such as grocery stores, outfitters, and hotels. The map will also include information on natural history including wildlife viewing and historical sites around the lake. Courtney Gomola has been hired to produce this Water Trails Map.

This initial effort will focus on Lake Almanor. However, in the future there may be an effort to map Butte Valley Reservoir and Mountain Meadows Reservoir. The effort is modeled after the Lake Tahoe Water Trail Map. While the map is intended for non-motorized boating on Lake Almanor, very likely those doing motorized boating will also use the map. The attached Agreement with the Sierra Nevada Conservancy indicates the tasks to be performed in the production of the Lake Almanor Water Trails Map.

The Agreement with the Sierra Nevada Conservancy provides for \$15,000 to perform this effort. Plumas County may charge an administrative and overhead fee up to 15% of the cost of the project, or \$2,250.

Staff Comment

The timeline for the agreement with the Sierra Nevada Conservancy runs out on April 30, 2016. While there has been progress in the development of the project, additional time is needed to complete the project. The Sierra Nevada Conservancy is willing to extend the timeline for the agreement until April 30, 2017. Staff finds that this is a worthy project that should be done completely and correctly.

ACTIONS FOR CONSIDERATION

Staff recommends the Board of the Supervisors take the following actions.

1. Approve the Amendment to Agreement Number P1422049 between the Sierra Nevada Conservancy and Plumas County for the production of a Lake Almanor Water Trails Map extending the date for completion of the project until April 30, 2017, and authorized the Planning Director to sign the amended agreement.

Attachments:

Original Agreement between the Sierra Nevada Conservancy and Plumas County to produce a Lake Almanor Water Trails Map.

Sierra Nevada Conservancy Standard Agreement Amendment extending the term of the agreement until April 30, 2017.

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PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street
Quincy, CA 95971-9143
(530) 283-7011

www.plumascounty.us



Date: March 15, 2016

To: Honorable Chair and Board Members of the Plumas Board of Supervisors

From: Randy Wilson, Planning Director and Co-Manager Plumas County Flood Control and Water Conservation District *RW*

Subject: Proposed modification to the agreement with the USDA, Forest Service, Plumas National Forest for work related to water quality on the forest changing the amount of the grant funds dispersed to the Forest to \$1,927,848 as stated in the existing Prop 50 Grant Agreement between Plumas County the California Department of Water Resources, and authorize the Planning Director to sign the amended agreement.

Background:

On June 2, 2009, Plumas County entered into a Prop 50 grant agreement with the Department of Water Resources (DWR). This grant agreement contract contains many elements and has been modified several times including reprogramming of the Last Chance Creek Watershed Restoration Project Phase II funds to other projects. The Prop 50 Grant Agreement contains a project with the Plumas National Forest called the National Forest Water Quality Improvement Project. The contract with the Forest Service is the subject of this agenda request. The existing contract with Plumas County was modified in June of 2014 to change the performance period to December 31, 2016, and to change the Forest Service's administrative contact.

Forest Service staff has brought to Planning Department staff's attention an error in the original agreement between the County and the Forest Service. The original version of the agreement stated that Plumas County was to disperse \$1,891,000 to the Plumas National Forest. The budget contained within the County's Prop 50 Grant Agreement with the California Department of Water Resources states the budget for this project is \$1,927,848, a difference of \$36,348. This request is to amend the agreement with the Plumas National Forest to bring the amount of grant funds to be dispersed to that which is stated in the Prop 50 Grant Agreement.

Planning staff does not know why the numbers do not match as this agreement with the Forest Service was done prior to Planning staff taking over management of the Prop 50 Grant. Planning staff have reviewed both the Prop 50 Grant Agreement and the original agreement with the Plumas National Forest and finds that this was an error. This request is to address this error. Approval of this modification of the agreement between Plumas County and the Plumas National Forest does not affect the Prop 50 Grant Agreement as this request only brings the agreement between the County and the Forest Service into alignment.

Attached to this memo is a copy of the original agreement between the County and the Forest Service. Also attached is a copy of Exhibit C, Budget, of the original Prop 50 Grant Agreement between Plumas County and the California Department of Water Resources. While the Prop 50 Grant Agreement has

been modified several times since the original agreement was signed, the amount of funds for the Plumas National Forest has never been modified and remains as originally done as \$1,927,848.

ACTIONS FOR CONSIDERATION:

Staff recommends the Board of Supervisors take the following action:

1. Approve the modification to the agreement with the USDA, Forest Service, Plumas National Forest for work related to water quality on the forest changing the amount of the grant funds dispersed to the Forest Service to \$1,927,848 as stated in the existing Prop 50 Grant Agreement between Plumas County and the California Department of Water Resources, and authorize the Planning Director to sign the amended agreement.

Attachments:

Existing agreement between Plumas County and the USDA, Forest Service, Plumas National Forest.

Changes to agreement with USDA, Forest Service, Plumas National Forest done in June 2014.

Proposed changes to agreement with the USDA, Forest Service, Plumas National Forest.

Exhibit C of the Prop 50 Grant Agreement between State of California Department of Water Resources and County of Plumas dated June 1, 2009.



United States
Department of
Agriculture

Forest
Service

Central California Acquisition
Service Area

Inyo National Forest
Lake Tahoe Basin MU
Eldorado National Forest
Tahoe National Forest
Stanislaus National Forest
Plumas National Forest

File Code: 1580

Date: July 1, 2014

Randy Wilson
Planning Director
County of Plumas
520 Main Street, Room 413
Quincy, CA 95971

RECEIVED

JUL 11 2014

PC Planning + Building

Mr. Wilson,

Enclosed is your copy of the fully executed Modification 001 of Agreement No. 09-CO-11051150-034 between the County of Plumas and the Plumas National Forest.

If you have any questions regarding this agreement, please feel free to contact the Program Manager, Joseph Hoffman at 530-283-7868, or I can be reached at 530-478-6127.

Sincerely,

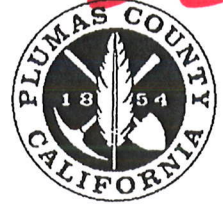
ROBIN BRYANT
Grants Management Specialist

cc: Joseph A Hoffman



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



AGENDA REQUEST

For the March 15, 2016 meeting of the Plumas County Board of Supervisors

March 7, 2016

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink, appearing to read 'Robert A. Perreault'.

Subject: To approve a Resolution in support of Grant Applications recently submitted by the Public Works to the California OHV Grant Program.

Background and Discussion

The Department of Public Works has submitted preliminary applications for grant funding for the following OHV-related projects, located throughout Plumas County. The project names and the grant amounts requested for each project are listed as follows:

Project Title	Grant Request	Match	Total Project Cost
Ground Operations – PCMUN Route Maintenance	\$305,678	\$121,900	\$427,578
Planning – High Lake Trail Inventory	\$53,287	\$21,512	\$74,799
Education & Safety – Community Outreach	\$13,278	\$8,800	\$22,078

There is a 25% minimum match fund requirement for each project that will be satisfied by in kind activities from within the Public Works Department and interested volunteer stakeholder.

Attached are the Project Descriptions for each of the three (3) projects.

As part of the final application procedure, the Board of Supervisors needs to adopt a Resolution in support of the proposed projects. The attached Resolution has been approved as to form by County Counsel.

Recommendation

The Director of Public Works respectfully recommends that the Board of Supervisors adopts the attached Resolution.

Attachments

RESOLUTION NO. 16-

**(APPROVING THE APPLICANT TO APPLY FOR GRANT FUNDS FOR THE STATE OF CALIFORNIA,
DEPARTMENT OF PARKS AND RECREATION, OFF-HIGHWAY VEHICLE GRANT FUNDS)**

WHEREAS, The people of the State of California have enacted the Off-Highway Motor Vehicle Recreation Act of 2003, which provides funds to the State of California and its political subdivisions for Operation and Maintenance, Restoration, Law Enforcement, and Education and Safety for off-highway vehicle recreation; and

WHEREAS, the Off-Highway Motor Vehicle Recreation Division with the California Department of Parks and Recreation has been delegated the responsibility to administer the program; and

WHEREAS, procedures established by the California Department of Parks and Recreation require the Applicant's Governing Body to certify by resolution the approval of the Application to apply for Off-Highway Motor Vehicle Grant funds; and

WHEREAS, this Project appears on, or is in conformance with this jurisdiction's adopted general or master plan and is compatible with the land use plans of those jurisdictions immediately surrounding the Project

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Plumas, State of California, Hereby:

1. Approves the filing of an Application(s) for an Off-Highway Vehicle Grant or Cooperative Agreement; and
2. Certifies that this agency understands its legal obligations to the State upon approval of the Grant; and
3. Certifies that this agency understands the California Public Resources Code requirement that Acquisition and Development Projects be maintained to specific conservation standards; and
4. Certifies that the Project will be well-maintained during its useful life; and
5. Certifies that this agency will implement the Project with diligence once funds are available and the Applicant has reviewed, understands, and agrees with the Project Agreement; and
6. Certifies that this agency will provide the required matching funds; and
7. Certifies that the public and adjacent property owners have been notified of this Project (as applicable); and
8. Appoints Bob Perreault, Director of Public Works, as agent to conduct all negotiations, execute and submit all documents including, but not limited to Applications, agreements, amendments, payment requests and so on, which may be necessary for completion of the Project, subject to the terms and conditions of the Plumas County Purchasing Policy and other applicable County policies and procedures.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 08 day of March, 2016, by the following vote:

AYES:

SUPERVISORS:

NOES:

SUPERVISORS:

ABSTAIN/ABSENT:

SUPERVISORS:

Chair of the Board of Supervisors

ATTEST:

Clerk of the Board of Supervisors

Project Description

Ground Operations - PCMUN Route Maintenance

A. Statement of Activity or Project - The Project Description shall provide sufficient clarity such that those not familiar with the Applicant or Project can understand what the Applicant intends to do.

In November of 2010, the Plumas County Board of Supervisors adopted an ordinance which created the Plumas County Multi-Use Network (PCMUN). The PCMUN consists of 183 miles of gravel roadways maintained by Plumas County that have been approved entirely, or segmentally for OHV and OSV use.

Funding from this project will help repair these roadways due to damages that occur from the springtime snow melt. The type of work that may be required includes, down tree removal, grading of the roadway surface and drainage system repairs, excluding activities that would trigger the need for a Lake & Streambed Alteration Agreement. Due to time constraints, the proposed project is to maintain approximately 90 miles of roadway per year.

Field inspections will be completed at least once a year to better direct the grant funds to the locations that are needed the most. Inspections will include the video taping of each roadway with a geo-referenced camera.

Due to the remote nature and range of trail difficulty present in both the Plumas and Lassen National Forests, Public Works is requesting funds to purchase a new side-by-side off-highway vehicle (ROV) to aid in the inventory and mapping process. The ROV will be outfitted with GIS mapping equipment, video recording equipment, and radio communications to stay in contact while in the field. Once the project is complete, the ROV will also be used to perform trail inspections year around on both dirt and snow to determine where maintenance efforts are required.

B. Relation of Proposed Project to OHV Recreation - Describe how the proposed Project relates to OHV Recreation and will add to, enhance, or otherwise sustain OHV Recreation or OHV Opportunity in the Project Area:

The Plumas County Multi-Use Network (PCMUN) consists of 183 miles of roadways that are located throughout national forest lands. These OHV legal routes provide access to approximately 3,800 miles of trails on the national forests, available for OHV use.

C. Describe the Size of the specific Project Area in acres and/or miles

This project consists of maintaining approximately 90 out of the 183 miles of roadways that make up the Plumas County Multi-Use Network.

D. Location and description of OHV opportunities – Provide the locations and descriptions of existing OHV opportunities in and around the Project Area.

The Plumas National Forest is the largest land owner in Plumas County making up over 69% of the total area. There are approximately 4,500 miles of road and trail access on the Plumas National Forest, of those, approximately 3,800 miles area available for various levels of off-road vehicle use.

Project Description

Planning - High Lakes OHV Area Trail Inventory

A. Statement of Planning Objectives - The Project Description shall provide sufficient clarity such that those not familiar with the Applicant or Project can understand what the Applicant intends to do.

Over the past several years, The Plumas County Sheriff's Department reports that there has been an increase in the number of Search & Rescue callouts in Plumas County. In most cases, the search areas are located in areas that are unfamiliar to many team members. Plumas County Public Works, in coordination with the Lassen National Forest staff, the Plumas National Forest staff, Search & Rescue (SAR) staff and the Sheriff's office is proposing a grant application through the State OHV program to complete a trail inventory for the High Lake OHV Area.

As part of the proposed grant, "all" routes in the area will be GPS mapped and videotaped. Information gathered on each route will indicate what type of travel is allowable (motorized vs. non-motorized), suggested vehicle type (foot, single-track, ATV, UTV, 4x4), difficulty rating, and any other information that may be of importance. Once gathered information is deemed complete, Public Works staff can then produce a series of maps that is specific to each user group. Upon completion of the project, the public will have access to the maps.

As part of this grant application, staff will also be reviewing access throughout the trail system from a Search & Rescue and Law Enforcement standpoint. Staff will specifically be analyzing how to gain access from Quincy, which is where SAR and Law Enforcement is based, and the High Lakes OHV area in the most efficient manner possible. This part of the project will evaluate the Rock Creek Trail, USFS 6M40, for potential improvements that would improve access into the south entrance of the High Lakes OHV Area.

B. Relation of Proposed Project to OHV Recreation - Describe how the proposed Project relates to OHV Recreation and will add to, enhance, or otherwise sustain OHV Recreation or OHV Opportunity in the Project Area:

The primary focus of this project is to produce an inventory of all trails in the High Lake OHV Area. This information will allow the project to review route connectivity throughout the area from a Search & Rescue and Law Enforcement standpoint. The collected information will also result in the production of maps that will inform the user of which routes are open to motor vehicle use as well as which areas are closed to that same use. By creating a user friendly map, users will be encouraged to stay on designated routes, thus reducing damage to natural resources and preventing trespass onto private property.

C. Statement of Activities - Provide a statement of the activity (ies) the Applicant proposes to undertake.

- Kick off meeting with Lassen National Forest Staff, Plumas National Forest Staff and other Stakeholders.
- Compile GIS mapping which depicts the location of existing routes throughout the High Lakes OHV Area.
- GPS mapping and video recording of all routes within the High Lakes OHV Area.
- Collection of additional information on each route such as allowable use, suggested vehicle type, and difficulty rating. Creation of publishable user friendly maps that accurately displays the information collected.

- NEPA/CEQA Study for repairs to Forest Route 6M40, Rock Creek Trail.

D. List of Reports - Provide a list of reports, interim or final, or other documents to be produced:

- Inventory of all trails located within the High Lakes OHV Area.
- User friendly map(s) of the High Lakes OHV Area
- NEPA/CEQA document for repairs to Forest Route 6M40, Rock Creek Trail.

Project Description

Education & Safety - Community Outreach & ATV Training Program

A. Statement of Activity or Project - Provide a statement of the activity or product the Applicant proposes to create or undertake, including the primary message of Education projects:

The proposed project is to provide funding to place an information booth at several Community Events throughout the year. Attendees to the events will be able to gather information regarding the current state of OHV opportunities throughout Plumas County as well as OHV/OSV route maps and information on safe and proper use of the forest. Visitors to the booth will be asked to complete an electronic survey on their OHV use and what they feel is a current shortfall regarding OHV opportunities in Plumas County.

As part of this grant, it is also proposed to create an ATV/ROV education program to help enhance the overall safety of the OHV user in Plumas County. Through grant funding, it is proposed to provide ATV Safety Institute and ROHVA certification classes. Classes will be offered at different locations throughout Plumas County beginning in the Spring of 2017.

B. Relation of Proposed Project to OHV Recreation - Describe how the proposed Project relates to OHV Recreation and will add to, enhance, or otherwise sustain OHV Recreation or OHV Opportunity in the Project Area:

Attendees to the events booth will be able to gather information regarding the current state of OHV opportunities throughout Plumas County as well as OHV/OSV route maps and information on safe and proper use of the forest. Information from the surveys will be used to direct future projects to help improve the OHV experience in Plumas County.

Students of the certification classes will learn the safe and proper use of their OHV vehicles as well as what type of safety gear is suggested and what is required while operating their vehicle.

C. Identification of Needs - Identification of needs the Project will address:

The purpose of this project is to provide a place where people can collect information on the current state of OHV/OSV opportunities throughout Plumas County. By bringing OHV/ROV certification to the area, new and current users will be encouraged to ride in a safe manner, while at the same time protecting our natural resources.

D. Location of Training or Services - Provide the location where training or services will be conducted:

- Plumas-Sierra County Fair - August 12-16, 2015 (booth)
- Plumas County Picnic - June 6, 2015 (booth)
- Quincy Sled Wars - October, 2015 (booth)
- Various "Poker Runs"
- ATV safety course - Spring (Quincy)
- ROV safety course - Spring (Quincy)
- ATV safety course - Spring (Lake Almanor)
- ROV safety course - Spring (Lake Almanor)

E. OHV Safety, Environmental Responsibility, and Respect Private Property - If the proposed Project contains an Education element, provide a description of how the Project teaches OHV safety, environmental responsibility, and respect for private property:

Several informational pamphlets will be available at the booth to read through on OHV safety, environmental responsibility, and respect for private property. Maps will be provided which show approved OHV/OSV routes and areas off-limits to OHV use. The certification classes will teach OHV safety as well as encourage environmental responsibility and respect for private property.

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



AGENDA REQUEST

For the March 15, 2016 meeting of the Plumas County Board of Supervisors

March 7, 2016

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

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

Subject: Authorization for the Public Works/Road Department to fill the vacancy of one (1) FTE PW Lead Maintenance Worker position in the LaPorte District

Background:

One (1) FTE PW Lead Maintenance Worker is resigning from the La Porte maintenance district effective April 30, 2016.

The Department is requesting to fill this position.

This position is funded and allocated in the FY15/16 Public Works budget.

The appropriate Critical Staffing Questionnaire and Departmental Organizational Chart are attached.

Recommendation:

The Public Works Department respectfully recommends that the Board of Supervisors authorize to fill the vacancy of one (1) FTE PW Lead Maintenance Worker in the La Porte maintenance district.

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Public Works Lead Maintenance Worker Position LaPorte

- Is there a legitimate business, statutory or financial justification to fill the position?
Maintenance Workers are the workforce for maintenance and construction work on county roads and bridges. Lead Workers help direct the workforce
- Why is it critical that this position be filled at this time?
Lead Maintenance Workers are subject to 24 hour "call out" for road related emergencies and snow removal.
- How long has the position been vacant?
Will become vacant effective April 30, 2016.
- Can the department use other wages until the next budget cycle?
The department's wage and benefits portion of the 15/16 budget includes funds for this position.
- What are staffing levels at other counties for similar departments and/or positions?
No specific research has been performed for this position. Generally speaking, however, past research tasks have identified Plumas County as being consistent with neighboring Counties.
- What core function will be impacted without filling the position prior to July 1? **N/A**
What negative fiscal impact will the County suffer if the position is not filled prior to July 1? **None**
- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding. What impact will this reduction plan have to other County departments? **None**
- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? **No**
- Does the budget reduction plan anticipate the elimination of any of the requested positions? **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?
None
- Does the department have a reserve? **Yes** If yes, provide the activity of the department's reserve account for the last three years:

12/13 (\$439,699)	13/14	\$0	14/15	(\$3,070,755)
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DIRECTOR OF PUBLIC WORKS <Robert Perreault, P.E.> (1) [1]

- COUNTY SURVEYOR**
- COUNTY ENGINEER**
- MANAGER, DEPENDENT SPECIAL DISTRICTS**
- ROAD COMMISSIONER**
- SOLID WASTE ADMINISTRATOR**
- PCTC INTERIM EXECUTIVE DIRECTOR**
- CO-MANAGER, FLOOD CONTROL & WATER CONSERVATION DISTRICT**

DEPT. FISCAL OFFICER / ADMIN. SERVICES MANAGER <Damien Frank> (1) [1]

- PERMIT CENTER**
 - Engineering Tech II <Katie Staden> 4/2/15 (2) [2]
 - Engineering Tech II <R. Thomet> 05/06/15 (1) [1]
 - Fiscal Tech. Serv. Ass III <C. Foster> 03/01/14 (2) [2]
 - Fiscal Tech. Serv. Ass III <Chad Leonard> 4/1/15 (1) [1]
- HEADQUARTERS**
 - Associate Engineer <Jerry Blinn, P.E.> (1) [1]
 - Associate Engineer/Transportation Planner <John Manlie, P.E.> (1) [1]
 - Senior Env. Planner <J. Graham> 12/1/13 (1) [1]
 - Assistant Engineer <Vacant> (4) [3]
 - Engineering Tech II <Mark Crews> (1) [1]
- BECKWORTH**
 - Road Maintenance Supervisor (1) [1] <Chuck Persons> 01/01/15
 - Road Maintenance Leadworker (1) [1] <D. Taylor> 01/01/16
 - Road Maintenance Worker III (2) [2] <T. Rielley> 12/16/13
 - Road Maintenance Worker III (3) [3] <D. Logan> 09/08/15
- GREENVILLE**
 - Road Maintenance Supervisor (1) [1] <Gerry Whipple>
 - Road Maintenance Leadworker (1) [1] <D Griffin> 02/09/15
 - Road Maintenance Worker III (2) [2] <Adam Heard>
 - Road Maintenance Worker II (2) [2] <J. Griffin> 01/12/15
- CHESTER**
 - Road Maintenance Supervisor (1) [1] <Jay Pettigrew>
 - Road Maintenance Leadworker (1) [1] <Russ Furtado>
 - Road Maintenance Worker III (2) [2] <Doug Martin>
 - Road Maintenance Worker II (2) [2] <F. Perez> 10/21/13
- QUINCY**
 - Road Maintenance Supervisor (1) [1] <J. Thomas> 11/18/13
 - Road Maintenance Leadworker (1) [1] <T. Werts> 11/12/14
 - Road Maintenance Worker III (7) [7] <Joey Blackwell>
 - Road Maintenance Worker II (1) [1] <Dennis Duncan>
- GRAEBLE**
 - Road Maintenance Supervisor (1) [1] <T. Kurjuweit> 6/2/14
 - Road Maintenance Leadworker (1) [1] <C. Benedict> 06/16/14
 - Road Maintenance Worker III (2) [2] <T. Williams> 03/10/14
 - Road Maintenance Worker II (1) [1] <D. Treumer> 01/12/15
- LAPORTE**
 - Road Maintenance Supervisor (1) [1] <T. Reinerts> 9/9/13
 - Road Maintenance Leadworker (1) [0] <Vacant>
 - Road Maintenance Worker III (2) [2] <Chris Zimmer>
 - Road Maintenance Worker II (1) [1] <T. Murphy> 10/05/15
- FLEET MAINT.**
 - Equipment Maint. Supervisor (1) [1] <Eric Braswell>
 - Lead Equipment Mechanic (1) [1] <M. Turner> 4/21/14
 - Mechanic Shop Technician (1) [1] <J. Morris> 7/8/13
 - Equipment Mechanic II (3) [3] <Mark Kraatz>
- Welder (1) [1]** <Jeff Olschowka>
- Equipment Service Worker (1) [1]** <J. McCutcheon> 09/21/15

(10 Positions)

Total		Road Dept.	Engineering
Allocations:	(60)	(57)	13
Currently Filled:	53	51	2

*Note: Total Allocated Positions For Combined Road Maint. Workers I-III:(22)

Position	Number of Allocated Positions	Number of Positions Currently Filled	Name
Laborer	(1)	1	<J Smith>

*Note: Total Allocated Positions For Combined Road Maint. Workers I-III.(22)

**Note: Total Allocated Positions For Combined Equipment Mechanics I-III / Welder.(7)

Director of Public Works
Revision Date: March 04, 2016

Copy of
Outdoor Festival Permit Application
(Including Programs & Plans for various County Departments)

For The
EMISSIONS FESTIVAL

at

Belden Town Road

May 13th through 15th, 2016

Fest 1-16

DEPARTMENT OF PUBLIC WORKS USE ONLY

Date Rec'd 2/26/16

Receipt No. 141507 \$ 1000.00

PRELIMINARY OUTDOOR FESTIVAL PERMIT APPLICATION

Instructions to applicant(s):

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

A. Applicant (s)

Name of Festival Emissions

Name of Applicant Michelle Hack-President, Brian Saccomano-Contact, David Winans - Partner

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

Mailing Address Same

Telephone Number 408-2959891 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.

B. Owner (s)

(Attach additional sheets if necessary)

Name Ivan Coffmann

Mailing Address Belden Town Resort and Lodge 14785 Belden Town Road | Belden, Ca. 95915

Telephone (530) 283-9662

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

C. Location of Event

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

Street Address Belden Town Resort and Lodge 4785 Belden Town Road | Belden, Ca. 95915

Nearest town Twain

Assessors Parcel Number(s) 002-340-002

D. Dates & Hours of Event

Dates of Pre-Event Setup: May 10 through 12, after 12pm, 2016

Dates of Actual Event: May 13 through May 15, 2016

Dates of Post Even Activities: May 16 & 17, 12pm to 7pm

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

E. Number of Attendees and Staff

Number of Spectators or Participants for each day of Event We are planning for attendance of 1200 individuals, including all staff, artists & vendors as well as ticket holders

F. Maps and Diagrams

Provide maps or diagrams showing the following:

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

Signature (s) of Applicant (s)

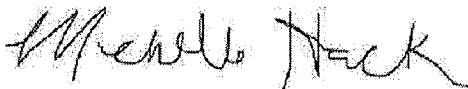
I certify that the information provided is correct and waive any action against the County of Plumas in the event the County's action is set aside due to erroneous information provided hereon.



Signature

1-13-16

Date



Signature

1-13-16

Date

Attached: Letter of Authorization, Signed By owner

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
EMISSIOMS to take place on 8-15-16 - 8-16-16 at
Belden Town Resort, 14785 Belden Town Rd, Belden, CA. 95915 and also for the
property at Jacks Place located at 25311 hwy 70, Twain CA 95984.

Thank you,



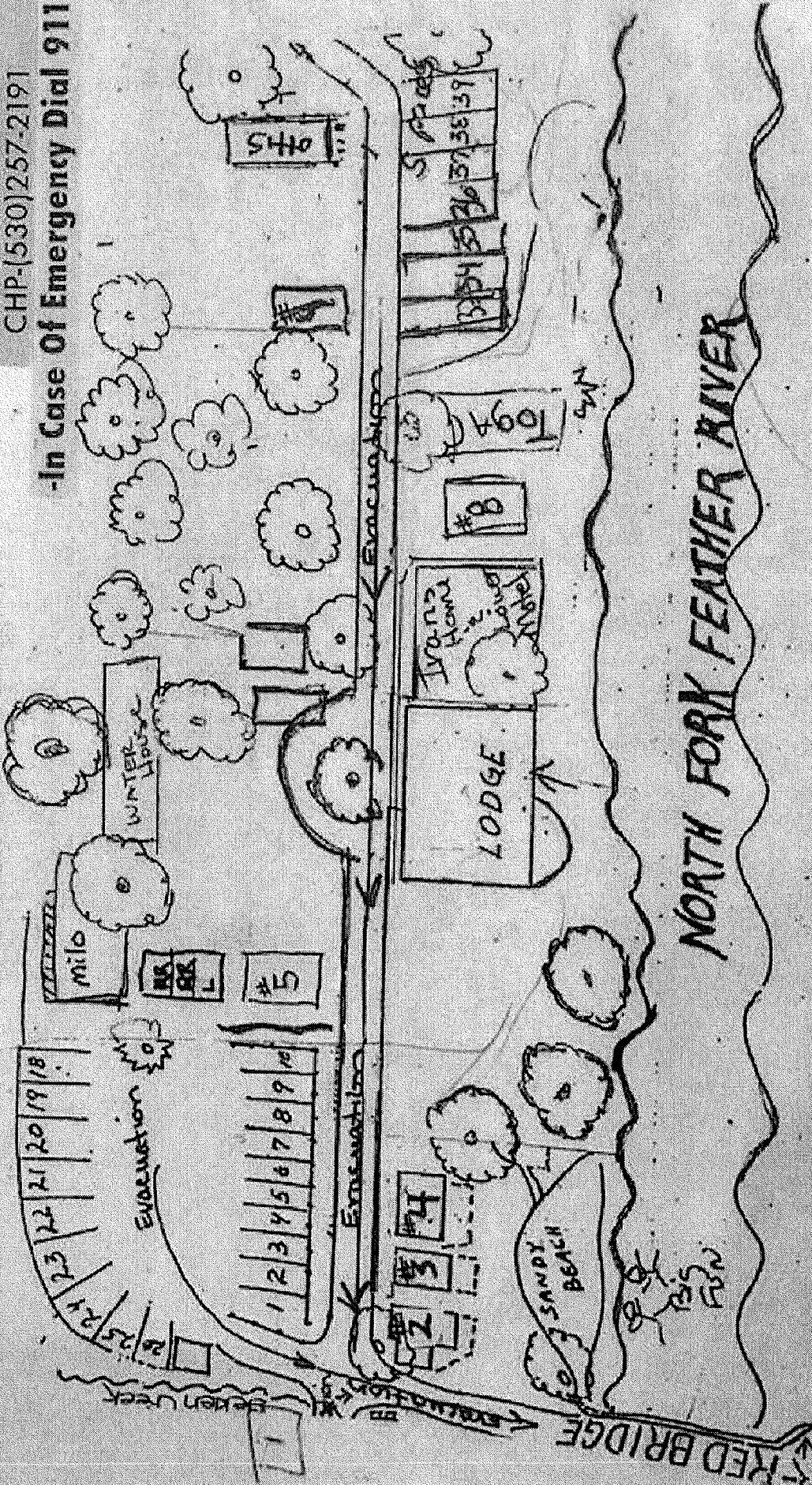
Ivan Coffman- Owner, Belden Town Resort and Lodge

BELDON TOWN RESORT & LODGE

14785 Belden Town Rd., Belden, CA. 95915

Wildfires
- ELEVATION 1119
Police-(530)283-6300
CHP-(530)257-2191

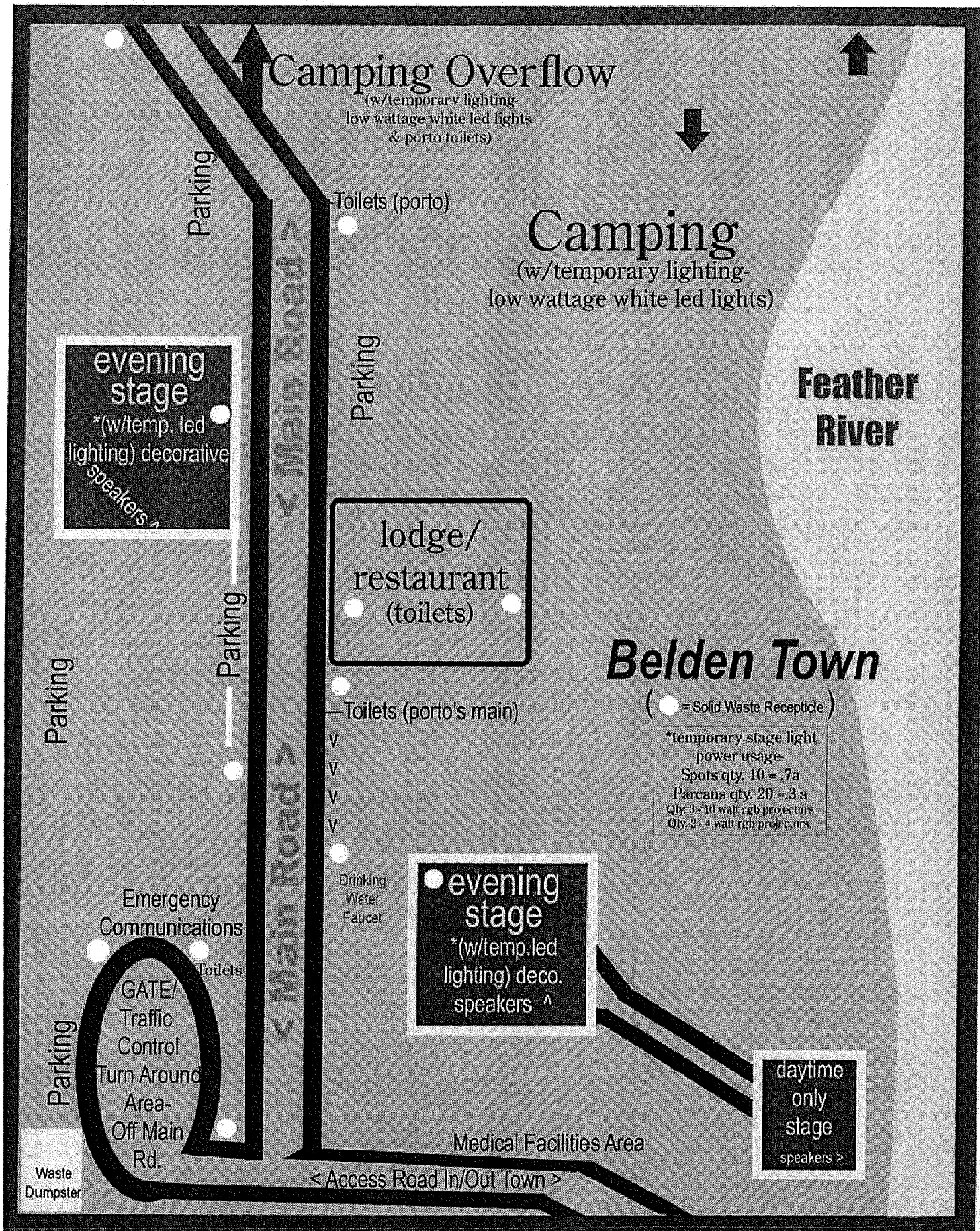
-In Case Of Emergency Dial 911



TO QUINCY

HYW. 70

TO OROVILLE



SUPPLEMENTAL OUTDOOR FESTIVAL PERMIT APPLICATION

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

a) Commercial Liability Insurance Emissions

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

County Agency Approval:

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

Plumas County Risk Manager

Signature / Date

Graham, Jim

From: Bonnett, Pat
Sent: Thursday, February 25, 2016 11:36 AM
To: Graham, Jim
Subject: RE: outdoor festivals

Thanks for supplying this information Jim. The limits shown appear to be satisfactory for this event.

Pat

From: Graham, Jim
Sent: Thursday, February 25, 2016 11:18 AM
To: Bonnett, Pat
Cc: Allen, Roberta
Subject: RE: outdoor festivals

Hi Pat,

Can you tell me if the attached quote terms meets our requirements?

James Graham
Senior Environmental Planner
Plumas County Public Works
1834 East Main Street
Quincy, CA 95971
(530) 283-6169
jimgraham@countyofplumas.com

From: Bonnett, Pat
Sent: Wednesday, February 24, 2016 11:05 AM
To: Graham, Jim
Cc: Allen, Roberta
Subject: outdoor festivals

Hi Jim,

Risk Management is approving their section for the Priceless event and signature provided on the attached. The other two applications: Emissions & Stilldream did not include insurance documents with the applications for us to review and therefore we can't approve at this time.

Questions? Call me.

Patrick Bonnett
Assistant Risk Manager
Occupational Safety & Health Officer
County of Plumas
520 Main Street, Room 205



**GALES
CREEK
INSURANCE
SERVICES**

PO Box 69508

Portland, OR. 97239

Phone: 503-977-5656 Fax: 503-977-5856

PROPOSAL

To: Emissions West Coast Bass Culture

From: Sara Mullikin

Date: 01/28/2016

Re: Emissions West Coast Bass Culture

Number Pages Including Cover Sheet and Payment Form: 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. Coverage cannot be bound without payment.

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.

Sara Mullikin, CISR | CSA

**SPECIAL EVENTS AND ENTERTAINMENT RISKS
GALES CREEK INSURANCE SERVICES**

A DIVISION OF JDFULWILER & CO. INSURANCE

5727 SW MACADAM AVE | PO BOX 69508

PORTLAND, OR 97239

PH 503.977.5658/ FX 503.977.5856

TOLL FREE 800.755.1575

SARA@GALESCREEK.COM

WWW.GALESCREEK.COM WWW.EVENTINSURANCENOW.COM

Special Event Quotation
Emissions West Coast Bass Culture

Total Premium: \$2,523.00

Above total includes General Liability and Fees
See Optional coverage offered below

General Liability Coverage

\$2,000,000.00	General Aggregate
\$2,000,000.00	Products/Completed Operations
\$1,000,000.00	Personal & Advertising Injury
\$1,000,000.00	Each Occurrence
\$300,000.00	Damage to Premises Rented to you (any one Premises)
Excluded	Med Exp
\$0.00	Deductible per Claim
Policy Term:	05/13/2016 - 05/17/2016
Carrier:	Starr Indemnity & Liability Company
Premium:	\$2,448.00
Broker Fees:	\$75.00 (Fully earned at Inception)
Total Due:	\$2,523.00 (Fully Earned at Inception)

Offer is subject to the return of the carrier application confirming event details are unchanged from 2015.

Additional insured required via a written contract- can be added at no extra charge.

Additional insured not required via a written contract- may include additional premium.

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), Pyrotechnics, 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.

Hired/Nonowned Auto Liability Coverage Option

\$1,000,000 Hired/Nonowned Auto Liability Coverage may be offered with additional premium.

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

The policy to which this premium applies is not subject to cancellation unless request to cancel is received 30 days prior to the event.

b) Police Protection and Security Emissions

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

In regard to Protection and Security: Belden Security and our hired professional security team will provide the security for this event. We will have a complete professional security staffing team on staff. They are fully licensed and carry current security 'Guard Cards' (Security Card Licenses from Bureau of Security & Investigative Services). 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. Several patrols will happen throughout. There will always be at least one patrol (2 guard team) on duty at all times during the event. There will be 24 hr. professional licensed security for the entire festival time with an extra patrol constantly available in case anything critical arises. Belden security will also be doing patrols throughout and aware of any potential issues or emergency situations.

Underage Drinking & Illegal Substance Abuse Prevention: We will not be serving any alcohol at all for this event. Belden has a bar but we don't inform the patrons of this as it is not a part of our event. We have not had any issues or emergencies in regard to alcohol at this event & we will work to keep it that way. The vast majority of our attendees are 21 years or over. The security staff will be looking for any problems and issues including underage drinking or illegal substance situations. If any of these problems are located or brought to securities attention the offenders will be evacuated from the event & premises. 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.

See attached email approval

Plumas County Sheriff

Signature / Date

Graham, Jim

From: Dean Canalia <dcanalia@pcso.net>
Sent: Thursday, February 04, 2016 9:23 AM
To: Graham, Jim
Subject: RE: Request for Application Review - Emissions Music Festival 2016

Follow Up Flag: Follow up
Flag Status: Flagged

Jim,

I am good with the Law Enforcement component of this application. Thanks Dean

-----Original Message-----

From: Graham, Jim [<mailto:JimGraham@countyofplumas.com>]
Sent: Wednesday, February 03, 2016 3:01 PM
To: Allen, Roberta; Bonnett, Pat; Hagwood, Greg; Sipe, Jerry; Hall, Mimi; Wilson, Randy; Herrin, Becky; Perreault, Bob; White, Julie; Olney, Rosie; Satterfield, Mark; Anderson, Debbie; Crews, Mark; Simpson, Lori; Goss, Kevin; Mansell, Steve; Settlemire, Craig; Steffanic, John; Canalia, Dean
Subject: Request for Application Review - Emissions Music Festival 2016

Hello all,

Please find the attached Outdoor Festival application for the "Emissions" Festival in Belden to be held May 13th through May 15th, 2016.

Please review the attached application as it pertains to your department's review and approval authority and provide your agencies approval signature as appropriate.

Please review this information by February 24th.

If you have any questions please let me know.

Thanks,

James Graham
Senior Environmental Planner
Plumas County Public Works
1834 East Main Street
Quincy, CA 95971
(530) 283-6169
jimgraham@countyofplumas.com<<mailto:jimgraham@countyofplumas.com>>

c) Emergency Preparedness Plans Emissions

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

Plumas County Office of Emergency Services:

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

Emergency Preparedness Plans-

The Belden Staff & our licensed security staff are professionally trained to respond to any emergency situations that could arise. If anything should happen they will be actively working to locate issues & implement the emergency plans necessary. They will be in constant communication with each other and then the patrons in the event of an emergency situation.

Fire Protection:

Fire Patrol will be done by Belden staff & Security officers. They 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.

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's 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. 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) / 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) / 26 fire hoses & 36 water hoses-

See additional pages.

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

2/5/14

Signature / Date

c) Emergency Preparedness Plans Cont.

10-1.5 inch (100 ft ea),

8-1 inch (100 ft ea)

3- 2 inch (50 ft ea)

2 - 3 1/2 inch (100 ft ea)

*With adapters/reducers for maximum efficiency & hookups throughout 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.

Prevention of Wildfires:

All patrons of the event will be informed that there are no fires allowed, including campfires, fire performance or open flame at all. Also that camping stoves are not allowed without a permit in accordance with USDA Forest Service regulations. 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 deemed unsafe for smoking, we will establish smoking sections located in safe areas to accommodate this & inform patrons. 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 only in the designated parking 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 either remove the dry brush or water down the potential parking spot area to make sure it won't be susceptible to heat or combustion.

-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 then informed that they can apply for a permit for them.

-Fireworks, generators portable equipment: Absolutely no fireworks or use of portable equipment (welding, cutting, chainsaw) will be allowed at the event. 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. Security & Belden staff will respond to any potential situations of fireworks or portable equipment use. There are no plans to use generators for this event. If for any reason they are used, it will be in compliance with Cal. PRC 4442 & used on land that is not forest covered, brush covered or grass covered. The grounds surrounding will be cleared of all flammable material.

Evacuation Plan:

The visual evacuation plan is detailed on the attached map. 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.

If our event is notified of a need for evacuation from CalFire, CHP, Sheriff's Office or Plumas County officially, all security & staff will join with Belden staff & security to begin evacuation. In the case of an immediate evacuation Belden 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. Additionally staff will sweep with bullhorns announcing evacuation.

Belden's evacuation team will be directing the non-driving people across the bridge and over to the rest area, & we will help make sure everyone is evacuated. They will wait for pickup there. Onsite vehicles will be directed to RV area to fill remaining seatbelt supplied seats to assist evacuation. They will then be directed to proceed on Highway 70 to an offsite parking area for drop off.

Vehicles will return to Belden from the offsite lot to load patrons at the rest stop across Highway 70 & bridge. They will then be directed to proceed southwest on the evacuation route as directed by CalFire/CHP/Sheriff/Plumas County. Belden has stated the evacuation will be directed on highway 70 West, as emergency vehicles will be coming from Quincy.

The staff, residents, and security teams 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.

(*Evacuation map attached)

To be prepared for any potential emergency situations the roadways and entire evacuation routes will remain clear of any and all obstructions at all times during the event. Vehicles will be available onsite for proper evacuation. Belden staff will be in control of the evacuation plan execution & our staff/security will help with this plan as needed.

Phone contact numbers for Belden staff (For emergency evacuation or other)

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- (*See attached evacuation map)

Camping Overflow

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

Parking

Toilets (porto)

Camping

(w/temporary lighting-
low wattage white led lights)

**Feather
River**

**evening
stage**

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

Parking

lodge/
restaurant
(toilets)

Belden Town

(● = Solid Waste Recepticle)

*temporary stage light
power usage-
Spots qty. 10 = .7a
Parcans qty. 20 = .3 a
Qty. 3 = 10 watt rgb projectors
Qty. 2 = 4 watt rgb projectors.

**➔ = EVACUATION
ROUTE**
✕ = FIRE HYDRANT
**⊗ = ADDITIONAL WATER
SOURCE**

**daytime
only
stage**
speakers >

Medical Facilities Area

Access Road In/Out Town

Emergency
Communications

GATE/
Traffic
Control
Turn Around
Area-
Off Main
Rd.

Toilets

Drinking
Water
Faucet

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

Parking

Parking

Parking

Waste
Dumpster

Emissions

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

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

Plumas County Department of Environmental Health

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

For Water Supply:

Belden has two full permitted 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.

Food Provisions:

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.

For Sanitation Facilities:

We will again be using Plumas Sanitation out of Portola (a Plumas County permitted vendor). They will bring a minimum of 48 portable toilets and 4 wash stations. The portable restrooms will be placed conveniently within the event with a minimum of 2 located at the offsite parking area along with a waste dumpster. 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.

Please see additional pages

County Agency Approval:

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

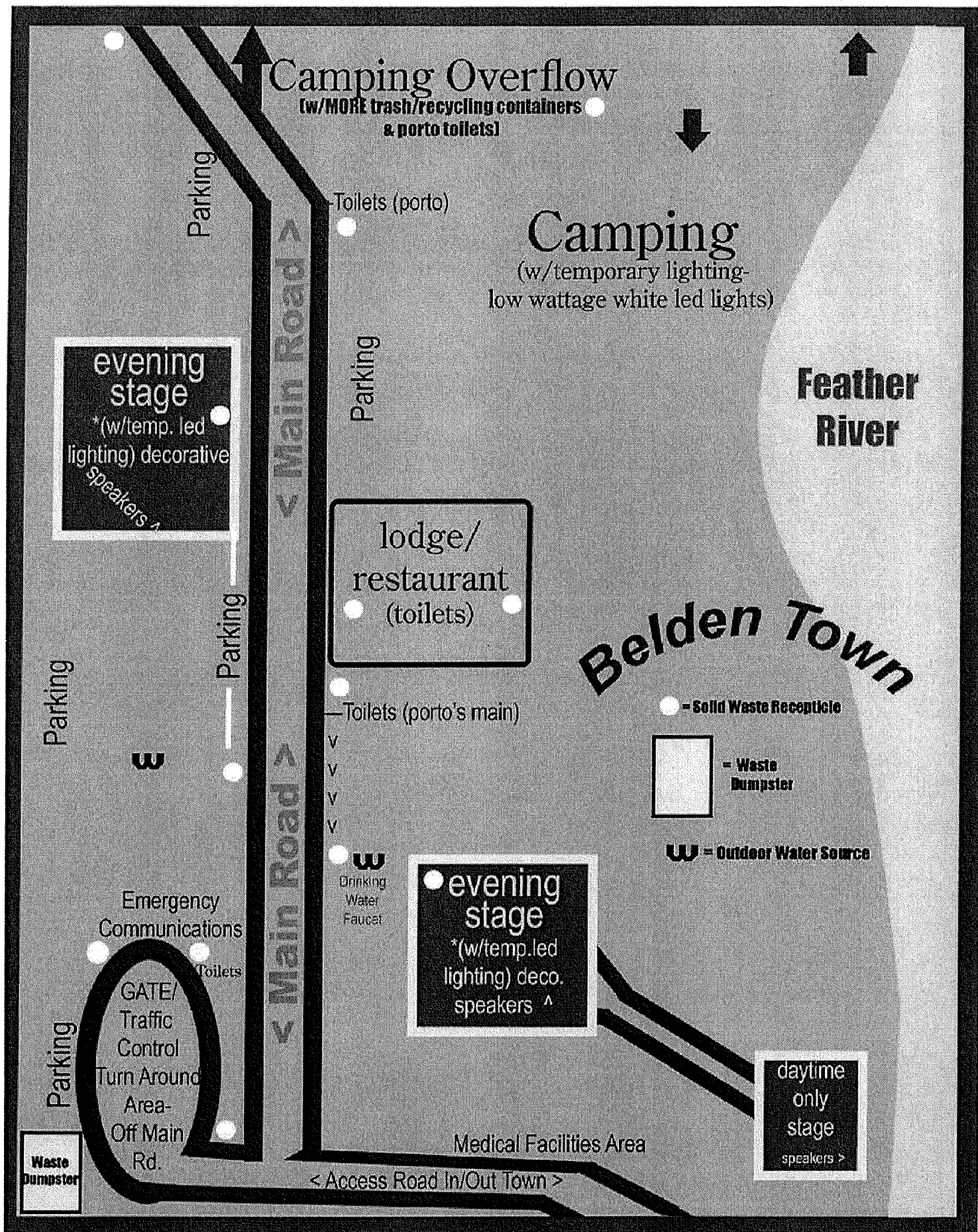
PAT SANDERS REHS III
Plumas County Environmental Health

[Signature] 2/17/16
Signature / Date

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

For Waste & Recycling:

We have an extensive trash plan & crew that have been in place for all the past events. We are a 'Leave No Trace' team and try to tell our patrons to do so as well. But to make sure everything is taken care of no matter what we handle any and all waste. To oversee the recycling for the event we hire a professional 'Zero Waste' Recycling team. We will have recycling/trash stations set up at various areas around the event that will be maintained multiple times every day of the event by the recycling team & also event staff to prevent odors, leakage and overflow. 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 camping area) during and after the event for as long as it takes to be completely cleared of all debris with all materials properly processed, bagged 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 to a proper nearby waste facility. They will be fully supplied with all materials needed to 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 properly bagged accordingly and 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.



e) Medical Facilities & Services Emissions

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

Plumas County Public Health Agency

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

For Medical Facilities & Services:

This event will have fully licensed medical staff onsite for the duration of the entire event and available 24/7. For the past 7 years Emissions has never had a serious medical situation arise. Of the minimal amount of medical issues at all, there has only been one needing ambulance assistance. And that was more than was needed, just precautionary. We are committed to keeping it safe and minimizing any possibility of medical issues.

We will hire at least 2 California licensed EMS medical technicians (min 1 EMT-P & 1 EMT-B) from the local hospital along with technicians within our hired security team, to operate the medical operations for the event onsite 24/7. They will communicate through the professional radio system used by security and the medical staff, and have contact with 911 if necessary. Besides their cellular phones as backup, there is also an in-house land line phone at Belden to reach 911 or emergency services if radio is not available for any reason.

The clearly labeled 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), and easily accessible to all patrons. 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 patrol at all times. There will be a vehicle made available for any medical emergencies needing transportation or transporting of medical supplies.

The medical team & area will be stocked with all necessary medical supplies for this event, & kept readily available for possible situations. This will also include an Automated External Defibrillator (AED) with a person certified in its use, an adult BVM (bag-valve-mask) device, availability of oxygen & nasal canula, epinephrine for IM use (EpiPen), & Naloxone for IM/IN use (available OTC) & basic airway, splinting, & immobilization devices onsite 24/7.

The medical staff will fill out the ICS Form 206 Medical Plan no later than 2 weeks prior to event date.

Please see additional pages

County Agency Approval:

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

Plumas County Health Officer

Signature / Date

Medical Facilities and Services Plan continued

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.

We also have an extensive evacuation plan if an emergency situation comes up. *Please see 'Evacuation Plan' section of this permit application.

Some Additional Medical Emergency Related Info:

Along with the hired professional medical technicians, our security staff has members with medical certification & CPR certification to assist and provide more medical aid. Also on our event staff we have at least one certified nurse with extensive emergency medical training. We have also had 2 staff members that are certified EMT's working as event staff but still available to assist in case needed.

The Belden Staff & our licensed security staff are professionally trained to respond to any emergency situations that could arise. If anything should happen they will be actively working to locate issues & implement the emergency plans necessary. They will be in constant communication with each other and then the patrons in the event of an emergency situation. They will be easily identifiable and patrolling at all times during the event.

We inform attendees of possible dangers and safety measures before the event and onsite in the program or when checking in.

No alcohol will be sold or distributed by event staff or any vendors at the event, to any patrons.

All patrons of the event will be informed that there are no fires allowed, including campfires, fire performance or open flame at all. Also that camping stoves are not allowed without a permit in accordance with USDA Forest Service regulations. 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. For more on fire prevention and safety measures please see the 'Emergency Preparedness & Fire Protection' section of this permit application.

Belden's trained and established staff will handle all responsibility for maintaining safety, etc. within their lodge (restaurant/bar) for all visitors, patrons, especially non-ticket holders including hikers from along the Pacific Crest Trail.

Graham, Jim

From: Mark Satterfield-PCPHA <msatterfield@countyofplumas.com>
Sent: Tuesday, February 23, 2016 8:50 PM
To: Graham, Jim
Cc: Hall, Mimi; Olney, Rosie; Sipe, Jerry; Goss, Kevin; Simpson, Lori
Subject: Re: Request for Application Review - Emissions Music Festival 2016
Attachments: EMISSIONS2016_Outdoor Festival PAFA 2-3-16 A.pdf

Hi Jim,

The Emissions application looks fine from a medical services and facilities standpoint with two exceptions:

1. In May 1, 2015 PCPHA began requiring that a California licensed Paramedic (EMT-P) be present for the duration of these events.

--Specifically: "All Music Festival Events in Plumas County with expected attendance > 500 people and occurring more than 20 minutes travel time from stationed EMS personnel are required to have 24/7 staffing with a California licensed Paramedic (EMT-P) and an EMT-B for the duration of the event. An ALS ambulance is specifically NOT required. It is the advanced training and experience of the Paramedic that is desirable for events of this size and remoteness."

2. Beginning August 1, 2015, and due to the increasing frequency nationwide of life threatening opiate overdoses and anaphylactic reactions, availability of oxygen, epinephrine, and naloxone are required as follows:

--Specifically: "In addition to an AED, it is required that the medical personnel also have available basic resuscitation equipment and medications to include an adult BVM (bag-valve-mask) device, oxygen and nasal canula, epinephrine for IM use (EpiPen), naloxone for IM/IN use (available OTC), and basic BLS airway, splinting, and immobilization devices."

If the promoters of the Emissions event will kindly update their plans accordingly, PCPHA will be glad to sign-off on the medical services and facilities part of the application. Also see my annotated version of their application.

Many Thanks,

Mark

Mark Satterfield, MD
Public Health Officer
Plumas County Public Health Agency
270 County Hospital Road, Suite 206
Quincy, California 95971
(530) 283-6337

On Feb 3, 2016, at 3:01 PM, Graham, Jim <JimGraham@countyofplumas.com> wrote:

Hello all,

Please find the attached Outdoor Festival application for the "Emissions" Festival in Belden to be held May 13th through May 15th, 2016.

Please review the attached application as it pertains to your department's review and approval authority and provide your agencies approval signature as appropriate.

Please review this information by February 24th.

If you have any questions please let me know.

Thanks,

James Graham

Senior Environmental Planner

Plumas County Public Works

1834 East Main Street

Quincy, CA 95971

(530) 283-6169

jimgraham@countyofplumas.com

<EMISSIONS2016_Outdoor Festival Preliminary Application Form Amended 2-3-16.pdf>

f) Parking plan Emissions

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: We will have a well established parking crew to handle all parking and incoming traffic. Our parking crew will coordinate the parking on the property very strictly and in accordance with the county, venue & US Forest Service parking rules & regulations. There will be 80 limited parking passes used by staff, performers or selected patrons. 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 or in the previously specified onsite parking areas allotted by Belden and 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 CalTrans again, to ensure proper authorization to place signage along the highway correctly & in accordance with all county regulations. This permit application can be verified through Fred Chaffin (530) 225-3121, Traci Walker (530) 225-3400 or Carla Shuman (530) 225-3400 . We will also place a dumpster and 2 porta-potties at the parking area for complete sanitation 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.


Plumas County Planning Department

2-4-16
Signature / Date

g) Traffic Control Plan Emissions

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

On Site Traffic Control:

•Prior To Event Opening-

-Belden staff will acquire & post the necessary "special event" signs all along the road, (etc) informing attendees & passing traffic to slow down for the event entrance area allowing people to turn onto the bridge from Highway 70 safely and easily.

-Event staff will mark off & set up our parking processing area with traffic blockades, lanes & safety cones. This well organized area has proven to be extremely effective at controlling all the traffic coming in & out of the area, even at the busiest of times. There are multiple back up options for regulating the flow of traffic through it.

-Lighting & staff will be set up in the offsite parking area known as 'Jack's Place'. We will also place a dumpster and 2 portable restrooms at the overflow parking area for complete coverage of the area.

•Upon Patron Arrival Or During Event-

-We do not allow any vehicles to stop for check in, or any other reason at all, until they are completely off of the road and in the upper parking lot area of the Belden property. For complete traffic control and for overall public safety.

-We will have staff and security helping to control the traffic diligently, especially at the busiest times of the event & during the most congested road traffic times.

-We have created an extremely efficient process to remove all incoming traffic from the roads as quick as possible. This well organized 'pull-in' gate process allows for multiple vehicles to be pulled off of the roads and to be processed through quickly & efficiently. We work hard to keep vehicles off the roads and not to allow traffic congestion in any form.

-No vehicles will be allowed to stop on the roads for any reason. Staff members inform them when to proceed.

-We don't allow anyone to leave their car to find camping, etc. along the road. All cars are kept in the upper area & then taken to the offsite lot.

-If a car is left unattended that needs to be moved we check our list for contact info. If that

County Agency Approval:

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

See attached approval letter
Plumas County Department of Public Works

Signature / Date

Traffic Control Plan Continued

-We have created an extremely efficient process to remove all incoming traffic from the roads as quick as possible. This well organized 'pull-in' gate process allows for multiple vehicles to be pulled off of the roads and to be processed through quickly & efficiently. We work hard to keep vehicles off the roads and not to allow traffic congestion in any form.

-No vehicles will be allowed to stop on the roads for any reason. Staff members inform them when to proceed.

-We don't allow anyone to leave their car to find camping, etc. along the road. All cars are kept in the upper area & then taken to the offsite lot.

-If a car is left unattended that needs to be moved we check our list for contact info. If that is not possible we locate the driver by bullhorn until it is moved.

-Absolutely all other vehicles will be parked offsite at the nearby local 'Jack's Place' parking area located just East of the Belden property.

-The overflow parking area will be 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.

•More detail in regard to onsite vehicle traffic:

The main road will be very limited and kept to a necessary need only basis. We park or move the vehicles through quickly and keep the main road clear for the duration of the event. Belden staff will also help to stay on top of these areas as strictly as possible. If any situations arise there is a nearby (or onsite) tow truck that will move the vehicles extremely quick so as not to have any issues caused by vehicles or traffic. First we will try to let them know we need the vehicle to be moved by talking to them or leaving a request at the vehicle. If not moved accordingly, we locate the driver by bullhorn until it is moved. If still not located we will tow the vehicle to a proper area. We have never had to tow a vehicle so far in the 3 years at Belden. All issues have been easily resolved. But we reserve this action in case it is needed or for an emergency.

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 13th thru May 15th 2016.



Plumas County Department of Public Works

2-6-16

Signature/Date

Camping
(w/temporary lighting-
low wattage white led lights)

**Feather
River**

Belden Town

HIGHWAY 70
HIGHWAY 70
HIGHWAY 70

Toilets (porto)

Parking

lodge/
restaurant
(toilets)

Toilets (porto's main)

Drinking
Water
Faucet

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

**daytime
only
stage**
speakers >

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

Emergency
Communications

Toilets

GATE/
Traffic
Control
Turn Around
Area-
Off Main
Rd.

Waste
Dumpster

Medical Facilities Area

Access Road In/Out Town

BRIDGE

HIGHWAY 70

JACK'S
PLACE

Main Road

Main Road

Parking

Parking

Parking

PLUMAS COUNTY ENCROACHMENT PERMIT NO.Under P.C.C., Section 4-3.302. *ENCROACHMENT PERMITS***ISSUE****Plumas County Department of Public Works****FINAL**

1834 E. Main Street Quincy, CA 95971

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

Owner: Brian Saccomano**Mailing Address:** 332 Menker Ave

San Jose, Ca 95128

Telephone: () 408-295-9891

Fax: ()

Contractor:**Mailing Address:**

Telephone: ()

Fax: ()

Site Address: 14785 Belden Town Rd, Belden, CA 95915**APN:****Construction/ Event Dates: Start:** May 13**Finish:** May 15**Description of Work or Event:**

~~We will be placing 'Special Event' signs along Highway 70 from post mile 13.4 to post mile 15.1.~~

~~Then we will be placing 'No Parking' signs every 100 feet from the Belden Town bridge and then in both directions to the East and to the West along Highway 70.~~

~~There will not be any stopping allowed or planned along the highway or the bridge into town.~~

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

1. **PERMITTEE** agrees to move or remove this improvement at their expense if required by future improvements within the county right-of-way, and to provide all future maintenance for any and all improvements constructed under this Permit. **PERMITTEE** guarantees all work accomplished under this Permit for a period of one year from the date of final inspection.

2. **PERMITTEE** agrees to provide construction signs and flaggers, barricades and flashers as required, and to notify the Department of Public Works for inspection of same prior to beginning of construction. No lanes will be closed or detours established without the consent of the Department of Public Works.

3. Utility trenches shall be constructed to Plumas County Standard Plans. No open trenches will be allowed after sunset or over weekends or holidays. Temporary steel plates may be allowed with approved ramps, signage and flashing lights/barricades.

4. Utility poles shall be placed a minimum of 10' from the edge of pavement, unless an exception is granted. All pole and anchor locations shall be field-reviewed by Plumas County prior to construction.

5. **PERMITTEE** shall notify the Department of Public Works no less than 24 hours prior to beginning work if starting date is different than shown above. Call your district foreman (see attachment) no less than 24 hours in advance for inspection. If no answer, call (530) 283-6268 or stop by Public Works at 1834 East Main Street in Quincy.

6. Permit applications for public events, races or tours shall be accompanied by letters of notification from both the Plumas County Sheriff's Office and the California Highway Patrol (obtained by *PERMITTEE*). No traffic control or lane closures will be permitted without prior approval. A Certificate of Insurance for not less than \$1 million dollars, naming Plumas County as co-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.*

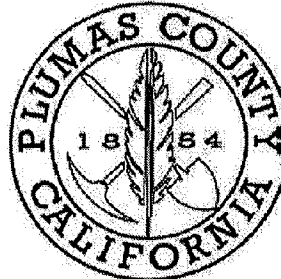
9. Fee: \$ _____ Performance Bond: \$ _____ Hourly Inspection Rate: \$ _____

Bond Refund to: _____

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

11. This Permit shall become null and void after _____ . This Permit extended to: _____ .

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



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

The *PERMITTEE* has read and understands the requirements of this Permit.

PERMIT APPROVAL

BOND RELEASE

Brian Saccomano
Name (Please print)

By: _____

By: _____


Signature

Title: _____

Title: _____

Date: _____

Date: _____

Plumas County Department of Public Works District Contacts:

Beckwourth (Sierra Valley, Delleker)	832-5232
Graeagle (Mohawk Valley, Johnsville)	836-0382
LaPorte (Little Grass Valley)	675-2781
Quincy (American Valley, Canyon)	283-6268
Greenville (Indian Valley)	284-7921
Chester (Lake Almanor)	258-2926

Belden Bridge

< Special Event Signs (From Post Mile 13.4)

Special Event Signs (To Post Mile 15.1) >

< Highway 70 >

< 'No Parking' Signs every 100 feet in both directions (East & West) >

(Sketch/Attach Plans)

INSPECTIONS:

<u>Type</u>	<u>Date</u>	<u>Inspector</u>	<u>What we're looking for</u>
Preliminary	_____	_____	Does the proposed encroachment match the description provided in the application?
Safety	_____	_____	Are required flaggers, signs and barricades in place?
Final	_____	_____	Does the encroachment comply with the description, plans and Standard Details? Is clean-up work complete?

Inspection Notes:

Camping Overflow

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

Parking

Toilets (porto)

Camping

(w/temporary lighting-
low wattage white led lights)

Parking

**Feather
River**

**evening
stage**

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

**lodge/
restaurant**
(toilets)

Belden Town

(● = Solid Waste Recepticle)

*temporary stage light
power usage-

Spots qty. 10 = .7a

Parcans qty. 20 = .3 a

Qty. 3 - 10 watt rgb projectors

Qty. 2 - 4 watt rgb projectors

Parking

Parking

Toilets (porto's main)

v
v
v
v

Drinking
Water
Faucet

**evening
stage**

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

Emergency
Communications

Toilets

**GATE/
Traffic
Control
Turn Around
Area-
Off Main
Rd.**

Parking

Waste
Dumpster

Medical Facilities Area

< Access Road In/Out Town >

**daytime
only
stage**

speakers >

a) **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.

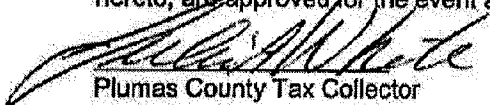
Plumas County Tax Collector

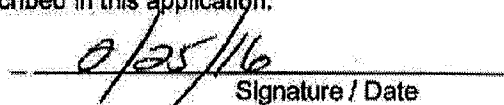
520 Main Street, Room 203
Quincy, CA 95971
(530) 283-6260

The Tax Collector's office would like to remind Emissions that they are the "operator" of the festival and responsible for the collection and remittance of the Transient Occupancy Tax. The land and property that has been LEASED by Emissions for the festival and has overnight transients has to be remitted by Emissions – this was discussed last year through email.

County Agency Approval:

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


Plumas County Tax Collector


Signature / Date

1) Transient Occupancy Taxes Emissions

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

For the 'Transient Occupancy Tax': The Transient Occupancy Tax for camping is included in the ticket price. Our event pays these taxes to Belden beforehand in its venue fees to us. We then pass along the cost of campground directly to the patrons, with no markup. Belden will handle the delivery of taxes for the campground to the County Tax Collector.

We will handle the TOT taxes on any hotel rooms or cabins that we choose to rent out ourselves. And then pay them to the county tax collector prior to the event within the required time period. *Please reference county TOT form filled out by event producers for detail.

County Agency Approval:

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


Plumas County Tax Collector


Signature / Date

Graham, Jim

From: White, Julie
Sent: Thursday, February 25, 2016 9:51 AM
To: Graham, Jim
Subject: festivals
Attachments: 2016 Emissions.pdf; 2016 False Profit - Priceless.pdf

Good morning,

They are approved and current on the TOT.

Thank you.

Julie A. White

*Plumas County Treasurer-Tax Collector
P.O. Box 176
Quincy, CA 95971
(530) 283 - 6410*

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.

Emmisions

MICHELLE HACK
332 MENKER AVE
SAN JOSE, CA 95128

CERTIFICATE NO. *77*
2196

PLUMAS COUNTY TAX COLLECTOR

By *Marlee Neman*

Date Issued 02/25/2015

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

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.

Michelle Mack

Signature

Date

Arin Garcia

Signature

Date

3B


BECKWOURTH COUNTY SERVICE AREA
c/o PLUMAS COUNTY ENGINEERING DEPARTMENT
555 Main Street • Quincy, CA 95971 • (530) 283-6222 • Fax (530) 283-6135
Robert A. Perreault, Jr., P.E. County Engineer and Manager, BCSA

AGENDA REQUEST

For the March 15, 2016 meeting of the Plumas County Board of Supervisors

March 7, 2016

To: Honorable Board of Supervisors

From: Robert Perreault, County Engineer and Manager, BCSA 

Subject: Discuss Cash Flow Concerns of the Beckwourth CSA and Authorize Transfer of \$15,000 from the General Fund Contingency Account to the Beckwourth CSA

NOTE: Within this Agenda Request, the reader is informed that the "*italicized text*" is extracted from "Eastern Plumas Municipal Service Review (Final)" Pages 84-99, inclusive, adopted by the Plumas Local Agency Formation Commission (LAFCo), October 3, 2011, prepared for Plumas LAFCo by Policy Consulting Associates, LLC. Attachments 1 and 2 to this Agenda Request are also extracted from the same report.

BACKGROUND:

The Beckwourth CSA is located within the community of Beckwourth, a small population area in Sierra Valley along State Route 70, located about 5 miles east of the City of Portola.

"The Beckwourth County Service Area (CSA) was formed in 1967 as a dependent special district of the County, governed by the Board of Supervisors. At that time, the community was served by deteriorating individual septic systems and leaching fields where leaching had surfaced in some areas and was running down ditches. In addition, some seepage was found from the leachfields in a few wells. The CSA was given the power to establish a sanitary sewer collection system, treatment plant and domestic water supply system; however, the CSA has not initiated water services.

The principal act that governs the CSA is the County Service Area law. The principal act authorizes county service areas to provide a wide variety of municipal services, including street maintenance, fire protection, extended police protection, water and sewer services. A CSA may only provide those services authorized in its formation resolution unless the Board of Supervisors applies to and receives authorization from LAFCo for activation of a latent power."

The BCSA has been under financial stress for the past several fiscal years, primarily because the current sewer fees in effect by the BCSA need to be reevaluated and increased. Additionally, the Beckwourth CSA has no reserve funds or contingency funds.

Staff has determined that an amount not to exceed \$15,000 will be adequate to enable the BCSA budget to end this current fiscal year, FY2015-16, “in the black.”

It is also important to note that the BCSA is a “County Service Area (CSA),” not a “Community Special District (CSD).” Since the BCSA is not a CSD, it is noted that here are some sections from the State’s County Service Area law that relate to the County’s general funds to pay expenses, or lending money, to a county service area. Generally, any expenditure must be repaid in the same fiscal year. However, the BCSA Governing Board – by a 4/5ths vote – can extend the term up to 3 years (because the CSA is actually a part of county government and the transaction is not a loan between separate entities as it would be in the case of a dependent special district).

The BCSA Manager concurs with County Counsel that the BCSA needs to become self-supporting on an enterprise basis as soon as practicable. Accordingly, with the resolution of the BCSA’s current fiscal year cash flow concerns, the BCSA Manager sets forth the following financial action plan for the BCSA:

Step 1. The Plumas County Board of Supervisors authorize use of up to \$15,000 from the General Fund to enable the BCSA to balance its budget by the end of this current fiscal year, FY2015-16.

Step 2. The County Engineer will immediately prepare an updated Engineer’s Report, including recommendations to:

A. Increase the sewer fee for the service area. In compiling past expenditure and estimated future expenditures, the Engineer’s Report will reflect the “loan” discussed above as a liability from the County general fund to be repaid no later than June 30, 2019.

B. In compiling past expenditures and estimated future expenditures, the Engineer’s Report will reflect the “loan” discussed above as a liability from the County general fund to be repaid no later than June 30, 2019.

C. Include proposed actions to address the requirement of Proposition 218.

Step 3. Engineering Department staff will explore the availability of grant fund programs that that will result in the funding of the following projects:

A. Replacement of the existing pump station.

B. Master Planning to increase the existing District boundary area to include the parcels now occupied by the industrial development zone surrounding and within the Nervino Airport in Beckwourth, including the involvement, as appropriate, of LAFCo and the Planning Department, and

C. Master Planning to identify the future mainline sewer needs of the BCSA in conjunction with the proposed, increased service area, identified in Paragraph 3.B, above.

RECOMMENDATION:

The Manager of Beckwourth CSA respectfully recommends that the Plumas County Board of Supervisors authorize a transfer of funds from the General Fund contingency account, in an amount not to exceed \$15,000, to the Beckwourth CSA in order to balance the BCSA budget for FY 2015/16.

Attachment 1:

“Wastewater Rates and Financing,” Page 97 of the BCSA MSR, referenced above.

Attachment 2:

“Beckwourth CSA Determinations,” Pages 98 and 99 of the BCSA MSR, referenced above.

Wastewater Rates and Financing			
Wastewater Rates-Ongoing Charges FY 10-11 ¹			
	Rate Description	Avg. Monthly Charges	Demand²
Residential	Flat quarterly fee of \$12.75 for residential connections.	\$4.25	250 gpd
Rate Zones			
None			
Rate-Setting Procedures			
Last Rate Change	7/6/1983	Frequency of Rate Changes	Rates have not been updated for 30 years
Wastewater Development Fees and Requirements			
Fee Approach	There are no records to determine how the fee was adopted in 1983.		
Connection Fee Amount	\$5 per front foot of property to be served with a minimum charge of \$500, and \$250 per EDU		
Wastewater Enterprise Revenues, FY 09-10		Operating Expenditures, FY 09-10	
Source	Amount		Amount
Total	\$15,331	100%	Total \$26,290
Rates & Charges	\$5,434	35%	Administration \$14,442
Property Tax	\$8,788	57%	O & M \$11,087
Grants	\$0	0%	Capital Depreciation NR
Interest	\$916	6%	Debt \$0
Connection Fees	\$117	1%	Other \$761
Other	\$76	1%	
Notes:			
(1) Rates include wastewater-related service charges and strength and flow charges. Average monthly charges calculated based on average consumption. Rates are rounded for presentation.			
(2) Wastewater use assumptions by customer type were used to calculate average monthly charges. Assumed use levels are 250 gallons per home per day, and are consistent countywide for comparison purposes.			
(3) Connection fee amount is calculated for a single-family home.			

BECKWOURTH CSA DETERMINATIONS

Growth and Population Projections

- ❖ The District's estimated population is 103.
- ❖ There has been no significant change in service demand in the last few years.
- ❖ Minimal growth in population and similarly in service demand is expected in the next few years if planned developments are constructed.

Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs and Deficiencies

- ❖ There is sufficient treatment capacity to serve current needs and the anticipated increase in demand.
- ❖ The system is aged and the pumps occasionally fail and need to be replaced.
- ❖ BCSA plans its capital improvements through a required engineer's report on present and future conditions, which needs to be updated, as it was last completed in 1969.
- ❖ Based on the District's peaking factor, infiltration and inflow increase significantly during rainy periods. As there are no records of an inspection of the collection system since it was constructed in 1969, it is recommended that the District complete an overall assessment of the system to determine the cause and extent of the infiltration and inflow and any other needs or deficiencies.

Financial Ability of Agencies to Provide Services

- ❖ The District's financing levels are not adequate to provide services to its existing territory.
- ❖ Funding for capital improvement projects is not adequate to fix or replace failing equipment.
- ❖ Wastewater rates are the lowest of the providers in the region and were last updated in 1983. It is recommended that the District update its rates so that they are comparable to other service providers and in order to finance necessary capital improvements.

Status of, and Opportunities for, Shared Facilities

- ❖ The District operates out of county facilities with other county departments.
- ❖ No further opportunities for facility sharing were identified.

Accountability for Community Service Needs, Including Governmental Structure and Operational Efficiencies

- ❖ BCSA demonstrated accountability and transparency by disclosing financial and service related information in response to LAFCo requests.
- ❖ Development of a website for BCSA to keep its constituents better informed is a short-term goal.
- ❖ There may be the potential to annex the Nervino Airport property, including parcels south of SR 70, adjacent to Industrial Way and Hawley Road, and the industrial park, but it will largely depend on land use designations as defined in the General Plan update that is underway.
- ❖ Annexation of BCSA extraterritorial service areas is an option that would promote logical boundaries. The District currently provides service outside of its bounds to 10 industrial connections.
- ❖ The District is considering taking on water services in the community.

5B

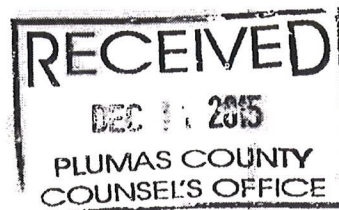
CLAIM AGAINST THE COUNTY OF PLUMAS

(Pursuant to Government Code §910.4)

NOTICE: All claims must be presented to the County of Plumas in accordance with Government Code §915.4. Failure to fully complete this form will result in your claim being returned. Plumas County employees are not allowed to provide legal advice. Attach additional pages if needed.

MAIL TO:

Clerk of the Board
520 Main St, Rm 309
Quincy, CA 95971



CLAIMANT INFORMATION

1. Name of Claimant: Michael G. Scott
2. Date of Birth: 07/15/1960
3. Gender (circle one): ☒ Male ☐ Female
4. Mailing Address of Claimant:

<u>P. O. Box 163</u>	<u>Blairsden</u>	<u>CA</u>	<u>96103</u>
Address	City	State	Zip
5. Mailing Address where notices are to be sent (if different than mailing address of claimant):

Address	City	State	Zip
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6. Telephone Number of Claimant: (530) 258-9327

INFORMATION ABOUT CLAIM

7. Incident Date: Month 12 Day 3 Year 2015
8. Location of Incident (if applicable, include street address, highway number, post mile number, or direction of travel):

9. Explain the circumstances that led to the alleged damage or injury (state all facts that support your claim and why you believe the County is responsible for the alleged damage or injury. If more space is needed, continue on a separate page):
See Attached

10. General description of the specific damage, injury, indebtedness, obligation, or loss incurred so far as it may be known at the time of presenting claim:
Age discrimination due to being overqualified and over forty years of age for a position that I'm highly qualified for that a younger less experienced person was hired for. The position was for the Fiscal Officer of Facilities Services and I was very much looking forward to working for Plumas County, however, I was not seriously considered for the position over a younger applicant.

11. Dollar amount of claim (if less than \$10,000) as of the date of presenting the claim (include the estimated amount of any prospective injury, damage, or loss, insofar as it may be known when claim is presented): \$ _____
12. If the amount claimed exceeds \$10,000, no dollar amount shall be included in the claim. However, please indicate whether the claim would be limited to civil case: ☒ YES ☐ NO
13. Name(s) of public employee(s) causing the injury, damage or loss, if known:
Donald Sawchuk and Jeff Finch

CLAIMS INVOLVING MOTOR VEHICLES

14. Insurance information (complete if claim involves motor vehicle). Has the claim for the alleged damage/injury been filed (or will be filed) with your insurance carrier? ☐ YES ☐ NO
15. Name of insurance carrier and telephone number (including area code):

_____ Name	_____ Telephone Number		
_____ Address	_____ City	_____ State	_____ Zip

16. Policy Number: _____
17. Are you the registered owner: ☐ YES ☐ NO
18. Amount of deductible: \$ _____
19. Make: _____ Model: _____ Year: _____

Section 72 of the Penal Code provides that a person found guilty of submitting a fraudulent claim may be punished by imprisonment in the County Jail or State Prison, and/or by the imposition of a fine up to \$10,000.00.

Signature of Claimant, or by some person legally authorized to submit this claim on your behalf.

Michael Scott
Signature

12/11/15
Date

Michael Scott
Printed Name of Person Completing Claim