

## **BOARD OF SUPERVISORS**

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

**AGENDA FOR REGULAR MEETING OF FEBRUARY 14, 2017 TO BE HELD AT 11:00 A.M.  
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

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

### **AGENDA**

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

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

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

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

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



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

## **STANDING ORDERS**

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

### **PLEDGE OF ALLEGIANCE**

### **ADDITIONS TO OR DELETIONS FROM THE AGENDA**

### **PUBLIC COMMENT OPPORTUNITY**

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

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

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

## **ACTION AGENDA**

### **1. CONSENT AGENDA**

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

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

Authorize payment of \$6,771.88 to ESRI for support of GIS software, included in the 2017 Information Technology budget

#### **B) PROBATION**

Authorize the Probation Department to recruit and fill vacant, funded and allocated 1.0 FTE Department Fiscal Officer I/II position, created by transfer to another county department

#### **C) PUBLIC HEALTH AGENCY**

Approve a multiyear Software Agreement between the County of Plumas and Certive Solutions, for VMSG Dashboard Performance Management Systems, and authorize the Director of Public Health to sign as the Boards designee; approved as to form by County Counsel.

### **2. BIG FISH CREATIONS**

Selection of half-page ad for the Plumas County Visitors Guide to promote economic development in Plumas County; discussion and possible action

### **3. DEPARTMENTAL MATTERS**

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

##### **Solid Waste Division:**

- 1) Continued from February 7, 2017, consideration of adoption of the proposed replacement Solid Waste Franchise Contract with InterMountain Disposal; approved as to form by County Counsel; discussion and possible action
- 2) Continued from February 7, 2017, consideration of adoption of the proposed replacement Solid Waste Franchise Contract with Feather River Disposal approved as to form by County Counsel; discussion and possible action

### **4. BOARD OF SUPERVISORS**

- A. Correspondence
- B. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

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

### **5. BOARD OF SUPERVISORS**

LAFCo File 2016-ANNX-0001 Brussard Annexation to Chester Public Utility District: Property Tax Exchange Negotiations; discussion and possible action

### **6. CLOSED SESSION**

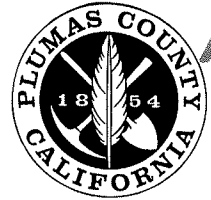
#### **ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

- A. Personnel: Public employee performance evaluation – Director of Social Services
- B. Personnel: Public employee appointment or employment - Behavioral Health Supervising Site Coordinator
- C. Threat to public facilities or services: Consult with County Counsel R. Craig Settlemire and Information Technology Director Dave Preston
- D. Conference with Legal Counsel: Existing litigation – Pederson, et al., v. County of Plumas, et al., United States District Court for the Eastern District of California Case No. CIV S-89-1659 JFM P, pursuant to subdivision (a) of Government Code §54956.9
- E. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 – High Sierra Rural Alliance v. County of Plumas, Plumas Superior Court Case No. CV14-00009, Court of Appeal Third Appellate District Case No. C082315
- F. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- G. 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, February 21, 2017, Board of Supervisors Room 308, Courthouse, Quincy, California.



## Plumas County Department of Information Technology

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

David M. Preston  
Information Systems Manager

DATE: February 14, 2017  
TO: Honorable Board of Supervisors  
FROM: Dave Preston, Information Systems Manager

SUBJECT: **CONSENT AGENDA ITEM FOR THE MEETING OF FEBRUARY 14, 2017 RE:  
APPROVAL OF PAYMENT FOR SOFTWARE SUPPORT WITHOUT CONTRACT.**

It is recommended that the Board:

1. Approve Item 1 below.

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

**Background and Discussion:**

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

Vendor	Description	Amount
ESRI	ArcGIS Software Support	\$ 6,771.88

These funds have been budgeted as part of the 2016/2017 IT budget.

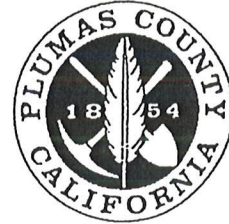


**Erin Metcalf**  
Chief Probation Officer

# County of Plumas

## Department of Probation

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




Phone: (530)283-6200  
FAX: (530)283-6165

1B

DATE: February 14, 2017

TO: Honorable Board of Supervisors

FROM: Erin Metcalf, Chief Probation Officer 

SUBJECT: Request for approval to fill fully funded vacant 1.0 FTE Department Fiscal Officer Position I or II

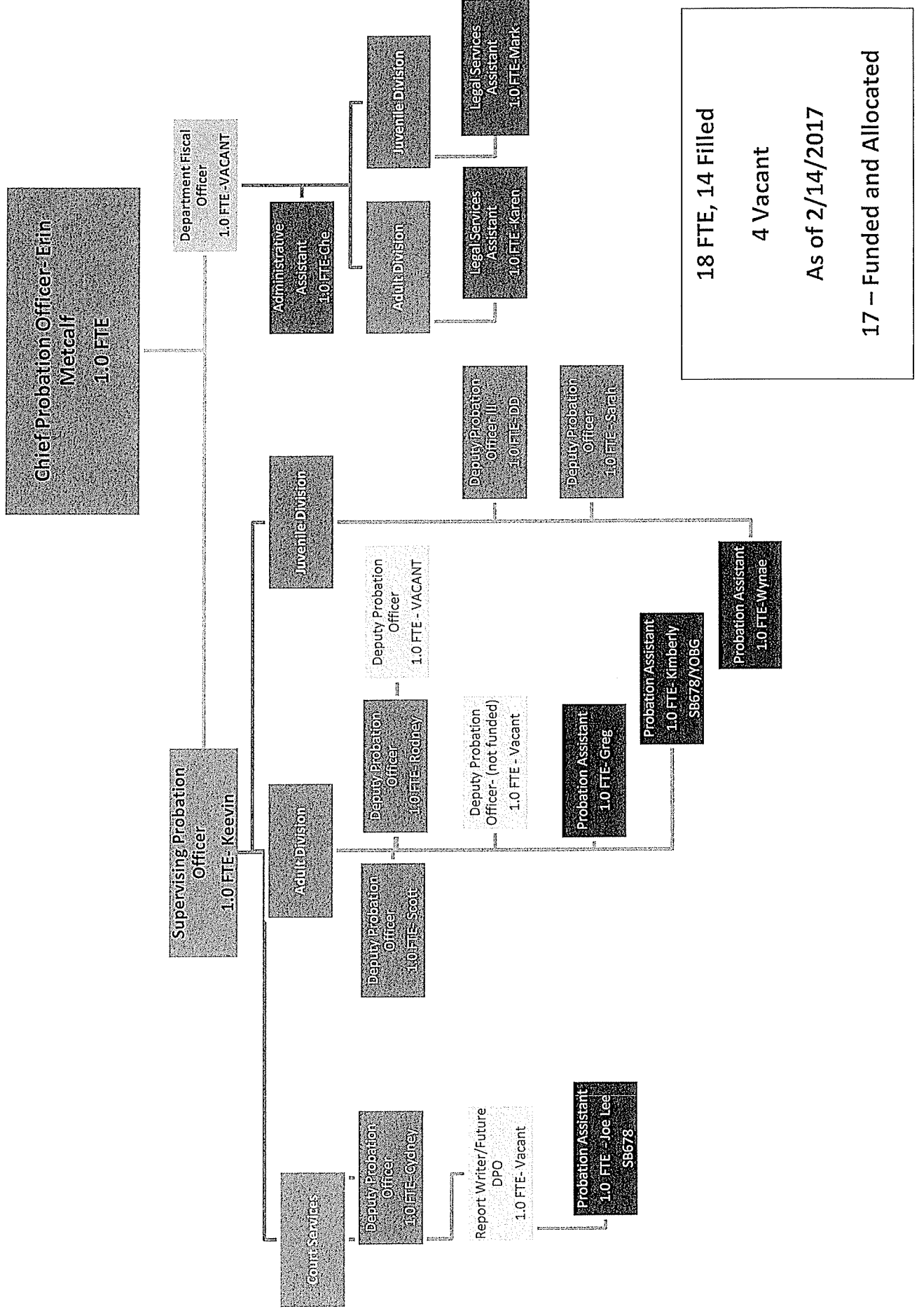
### Recommendation

Approve the filling of the recently vacant, allocated position of 1.0 FTE Department Fiscal Officer II within Department 20400, which is already allocated and funded in the 2016-2017 budget.

### Background and Discussion

February 8, 2017, was the Department Fiscal Officer's last day in the Probation Department. She took a position with another County department. This is a vitally important position and needs to be filled as soon as possible. This position was approved in the Probation Department 2016-2017 budget.

# Plumas County Probation Department 2017 Organization Chart



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

- Is there a legitimate business, statutory or financial justification to fill the position? Yes, the Department Fiscal Officer position is a legitimate business justification due to the financial and budgetary oversight necessary to the fiscal and administrative management within the Probation Department.
- Why is it critical that this position be filled at this time? The main function of this position is covering a wide range of required administrative responsibilities, such as assisting the Chief Probation Officer in financial matters and grant compliance requirements.
- How long has the position been vacant? The former Department Fiscal Officer's last day is February 8, 2017. She has transferred to the Behavioral Health Department.
- Can the department use other wages until the next budget cycle? Other wages are not suitable in recruiting, hiring, and retaining a Department Fiscal Officer.
- What are staffing levels at other counties for similar departments and/or positions? Other county Probation departments of similar size use a comparable number of Department Fiscal Officers.
- What core function will be impacted without filling the position prior to July 1? Timely flow and completion of claims, contracts, related accounting documents and time sensitive grant requirements would be negatively impacted without the Department Fiscal Officer.
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? There is a potential for the Probation Department to suffer the loss of revenue from State grants without proper management of revenue and expenditures. Most grants require applications to receive the funding and a plan of expenditure uses for the current and upcoming budget year.
- A non-general fund department head needs to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments? Probation is a general fund department that is off-set by grants.
- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? Probation does not expect unbudgeted audit exceptions that will affect the general fund.

- Does the budget reduction plan anticipate the elimination of any of the requested positions? Probation is not requesting elimination of any positions.
- 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? Most of the Department Fiscal Officer's wages are borne from the General Fund and is off-set up to 40% by grant funding.
- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years? Yes, there are reserves in SB678, YOBG and JJCPA. Although, this position is already partially off-set to the maximum amount allowable for duties performed to manage each grant.

## **DEPARTMENT FISCAL OFFICER I**

### **DEFINITION**

Under direction, to be responsible for the development, maintenance, and tracking of a Department's fiscal information and data; to perform a variety of administrative, staff, and office management duties for an assigned department; to assign, schedule, coordinate, supervise, and evaluate the work of assigned staff; to perform a variety of difficult, complex, and specialized information gathering, information preparation, and public relations assignments; and to do related work as required.

### **DISTINGUISHING CHARACTERISTICS**

This is a specialist classification for the positions which have primary responsibility for the development and maintenance of Department fiscal records and information; Responsibilities also include supervising, overseeing, and performing a variety of administrative, staff, and office management functions. Incumbents report directly to the Department Head. Successful performance of responsibilities requires detailed and specialized knowledge and understanding of the operations and policies of the Department.

### **REPORTS TO**

A County Department Head

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

Various Office, Fiscal, and Program Support Staff depending upon the department to which a position is allocated.

## **DEPARTMENT FISCAL OFFICER I – 2**

### **EXAMPLES OF DUTIES**

- Serves as primary fiscal and staff support person.
- Assists with the development, maintenance, and tracking of the Department's budget.
- Develops, analyzes, maintains and tracks a variety of fiscal and budget control journals, documents, and reports.
- Keeps other Department management aware of the budget status, expenditure levels, and the need to adjust expenditures for specific programs and operating areas.
- Has responsibility for the development, control, and maintenance of specials grants and special grant funding.
- Develops reports and information for grant funding agencies.
- Coordinates Department fiscal data and recordkeeping with the Auditor/Controller and other fiscal control agencies, such as the State and Federal government.
- Performs a wide variety of specialized office management, administrative support, and staff support assignments.
- May coordinate Department personnel activities.
- May assist with long term planning and establishing of Department goals.
- Hires, trains, supervises, and evaluates assigned staff.
- Establishes work schedules and priorities.
- Performs public information and relations assignments, receiving office visitors and telephone calls, providing comprehensive information about policies, programs, functions, and procedures.
- Establishes and updates information retrieval systems.
- Oversees the preparation or prepares purchasing documents, facilitating purchasing procedures for the Department.
- Gathers, organizes, and summarizes a variety of data and information.
- Performs special projects and prepares reports.
- Operates computers, maintaining and updating files and databases.
- Generates computer reports.
- Operates office equipment.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephone, calculators, copies, and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is performed in an office environment; contact with staff and the public.

## DEPARTMENT FISCAL OFFICER I – 3

### DESIRABLE QUALIFICATIONS

#### KNOWLEDGE OF

- County policies, rules, and regulations.
- Operations, rules, policies, and procedures of the Department where assigned.
- Accounting principles and practices.
- Budget development and control.
- Public and community relations.
- Grant development and administration.
- Administrative analysis.
- Office management methods and procedures.
- Establishment and maintenance of filing and information retrieval systems.
- Purchasing methods and procedures.
- Account and statistical recordkeeping.
- Personal computers and software applications related to fiscal and administrative support work.
- Principles of supervision, training, and staff evaluation.

#### ABILITY TO:

- Perform a wide variety of complex and specialized fiscal administration and support work for an assigned Departments.
- Supervise, train, and evaluate the work of assigned staff.
- Interpret, explain, and apply a variety of County and Department policies, rules and regulations.
- Work with considerable initiative and independence while exercising good judgment in recognizing scope of authority.
- Exercise significant responsibility in the development, maintenance, and control of the Department.
- Prepare and maintain grant funding records and reports.
- Gather, organize, analyze, and present a variety of data and information.
- Prepare, clear, concise and accurate records and reports.
- Prepare promotional and informational materials.
- Use a personal computer and appropriate software for fiscal and administrative functions.
- Effectively represent the County and the Department or unit in answering questions, responding to inquiries, providing assistance, and dealing with concerns from the public, community organizations, other County staff, and other agencies.
- Establish and maintain cooperative working relationships.

## **DEPARTMENT FISCAL OFFICER I – 4**

### **TRAINING AND EXPERIENCE**

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

At least four (4) years of responsible experience performing a variety of administrative, fiscal, and analytical work, including substantial experience in a public contact position, preferably including at least one (1) year in a supervisory position.

### **SPECIAL REQUIREMENTS**

Possession of a valid California Driver's License issued by the Department of Motor Vehicles.

## DEPARTMENT FISCAL OFFICER II

### DEFINITION

Under direction, to be responsible for the development, maintenance, and tracking of a Department's fiscal information and data; to perform a variety of administrative, staff, and office management duties for an assigned department; to assign, schedule, coordinate, supervise, and evaluate the work of assigned staff; to perform a variety of difficult, complex, and specialized information gathering, information preparation, and public relations assignments; and to do related work as required.

### DISTINGUISHING CHARACTERISTICS

This is a specialist classification for the positions which have primary responsibility for the development and maintenance of Department fiscal records and information in one of the County's larger departments such as Social Services, Public Works, Mental Health, and Public Health or departments having several complex diversified budget units. Responsibilities also include supervising, overseeing, and performing a variety of administrative, staff, and office management functions. Incumbents report directly to the Department Head. Successful performance of responsibilities requires detailed and specialized knowledge and understanding of the operations and policies of the Department.

### REPORTS TO

A County Department Head

### CLASSIFICATIONS DIRECTLY SUPERVISED

Various Office, Fiscal, and Program Support Staff depending upon the department to which a position is allocated.

## DEPARTMENT FISCAL OFFICER II – 2

### EXAMPLES OF DUTIES

- Serves as primary fiscal and staff support person for a larger County Department.
- Assists with the development, maintenance, and tracking of the Department's budget.
- Develops, analyzes, maintains and tracks a variety of fiscal and budget control journals, documents, and reports.
- Keeps other Department management aware of the budget status, expenditure levels, and the need to adjust expenditures for specific programs and operating areas.
- Has responsibility for the development, control, and maintenance of specials grants and special grant funding.
- Develops reports and information for grant funding agencies.
- Coordinates Department fiscal data and recordkeeping with the Auditor/Controller and other fiscal control agencies, such as the State and Federal government.
- Performs a wide variety of specialized office management, administrative support, and staff support assignments.
- May coordinate Department personnel activities.
- May assist with long term planning and establishing of Department goals.
- Hires, trains, supervises, and evaluates assigned staff.
- Establishes work schedules and priorities.
- Performs public information and relations assignments, receiving office visitors and telephone calls, providing comprehensive information about policies, programs, functions, and procedures.
- Establishes and updates information retrieval systems.
- Oversees the preparation or prepares purchasing documents, facilitating purchasing procedures for the Department.
- Gathers, organizes, and summarizes a variety of data and information.
- Performs special projects and prepares reports.
- Operates computers, maintaining and updating files and databases.
- Generates computer reports.
- Operates office equipment.

### TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephone, calculators, copies, and FAX.

## DEPARTMENT FISCAL OFFICER II – 3

### TYPICAL WORKING CONDITIONS

Work is performed in an office environment; contact with staff and the public.

### DESIRABLE QUALIFICATIONS

#### Knowledge of:

- County policies, rules, and regulations.
- Operations, rules, policies, and procedures of the Department where assigned.
- Accounting principles and practices.
- Budget development and control.
- Public and community relations.
- Grant development and administration.
- Administrative analysis.
- Office management methods and procedures.
- Establishment and maintenance of filing and information retrieval systems.
- Purchasing methods and procedures.
- Account and statistical recordkeeping.
- Personal computers and software applications related to fiscal and administrative support work.
- Principles of supervision, training, and staff evaluation.

#### Ability to:

- Perform a wide variety of complex and specialized fiscal administration and support work for an assigned Departments.
- Supervise, train, and evaluate the work of assigned staff.
- Interpret, explain, and apply a variety of County and Department policies, rules and regulations.
- Work with considerable initiative and independence while exercising good judgment in recognizing scope of authority.
- Exercise significant responsibility in the development, maintenance, and control of the Department and unit budgets.
- Prepare and maintain grant funding records and reports.
- Gather, organize, analyze, and present a variety of data and information.
- Prepare, clear, concise and accurate records and reports.
- Prepare promotional and informational materials.
- Use a personal computer and appropriate software for fiscal and administrative functions.
- Effectively represent the County and the Department or unit in answering questions, responding to inquiries, providing assistance, and dealing with concerns from the public, community organizations, other County staff, and other agencies.
- Establish and maintain cooperative working relationships.

## DEPARTMENT FISCAL OFFICER II – 4

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

At least one (1) year equivalent to Department Fiscal Officer I or equivalent completion of courses required for a major in Business Administration at an accredited four (4) year college or university.

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



# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

1c

Mimi Khin Hall, MPH, CHES, Director

Mark Satterfield, M.D., Health Officer

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<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Veteran's Services Office Suite 206 Quincy, CA 95971 (530) 283-6275 (530) 283-6425 Fax
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**Date:** February 6, 2017

**To:** Honorable Board of Supervisors

**From:** Mimi Khin Hall

**Agenda:** Item for February 14, 2017

**Item Description/Recommendation:** Approve a multiyear Software Agreement between the County of Plumas and Certive Solutions, for VMSG Dashboard Performance Management Systems, and authorize the Director of Public Health to sign as the Boards designee.

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**History/Background:** Plumas County Public Health Agency will use this web based software to upload our strategic plan goals, objectives, activities etc. and enter our progress to help keep us on track and documented outcomes and impact towards strategic goals. This software has been provided to us since October, 2016 on a free trial basis and was developed for a large health department in Arizona, specifically for the Public Health Accreditation process.

PCPHA is extremely satisfied with the performance management software and is able to continue its use for the reasonable cost of \$100 per user per year. This agreement begins on October 27, 2016 and will automatic renew unless canceled in writing at least 30 days prior to the end of the term renewal date, which is October 27, 2017.

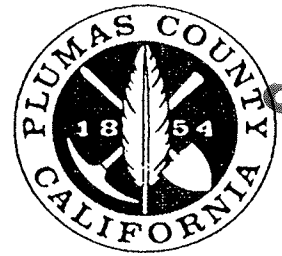
Please contact me should you have any questions or need additional information. A copy of the Agreement, which was approved by County Counsel, is on file with the Clerk of the Board for your review.

Thank You.

# BOARD OF SUPERVISORS

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MICHAEL SANCHEZ, DISTRICT 1  
KEVIN GOSS, DISTRICT 2  
SHARON THRALL, DISTRICT 3  
LORI SIMPSON, DISTRICT 4  
JEFF ENGEL, DISTRICT 5



January 18, 2017

To: The Board of Directors and General Manager of the Chester Public Utility District

Cc: Roberta Allen, Auditor/Controller  
John Benoit, LAFCo Executive Officer  
Chester Cemetery District  
Seneca Hospital District

From: Nancy DaForno, Clerk of the Board

Subject: LAFCo File 2016-ANNX-0001 Brussard Annexation to Chester Public Utility District:  
Property Tax Exchange Negotiations

The Plumas County Board of Supervisors considered the above-referenced matter at its meeting on January 17, 2017.

This will serve as notice that the Plumas County Board of Supervisors desires to extend the negotiating period to a total of 90 days as provided by Revenue and Taxation Code section 99(b)(4).

In addition, the Board of Supervisors will negotiate directly with representatives of the Chester Public Utility District at the meeting of the Board of Supervisors to be held **February 14, 2017, at 1:00 P.M.**, Board of Supervisors Chambers, Plumas County Courthouse, Room 308, 520 Main Street, Quincy, California.

## **CERTIFICATION OF SERVICE BY MAIL**

Nancy L. DaForno, the undersigned, says that she is a citizen of the United States, over 18 years of age and a resident of Plumas County; and not a party to the within action; that her address is Quincy, Plumas County, California.

The undersigned further states that she served a copy of the attached Property Tax Negotiation Notice (LAFCo File 2016-ANNX-0001 Brussard) by placing said copy in an envelope addressed to:

**CHESTER PUBLIC UTILITY DISTRICT  
PO BOX 503  
CHESTER, CA 96020**

**CHESTER CEMETERY DISTRICT  
PO BOX 539  
CHESTER, CA 96020**

**SENECA HOSPITAL DISTRICT  
PO BOX 737  
CHESTER, CA 96020**

**VIA E-MAIL  
BOARD OF SUPERVISORS  
JOHN BENOIT, LAFCo EXECUTIVE OFFICER  
ROBERTA ALLEN, AUDITOR/CONTROLLER  
CRAIG SETTLEMIRE, COUNTY COUNSEL  
ROBERT PERREAULT, FLOOD CONTROL DISTRICT  
RANDY WILSON, FLOOD CONTROL DISTRICT**

Which envelope was then sealed and postage fully prepaid, thereon, and thereafter was on the **18th of January, 2017**

That there is delivery service by United States mail at the place so addressed, or regular communication by United States mail between the place of mailing and the place so addressed.

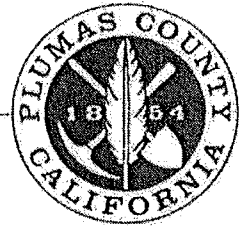
I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed this **18<sup>th</sup> day of January, 2017** at Quincy, California.

  
\_\_\_\_\_  
Nancy L. DaForno  
Clerk of the Board of Supervisors

# PLUMAS COUNTY AUDITOR / CONTROLLER

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



November 21, 2016

To:

Plumas County Board of Supervisors  
Plumas County Counsel  
Flood Control  
Chester Cemetery

Seneca Hospital  
Education  
Plumas Unified School District  
Feather River College

Cc: John Benoit, LAFCO Executive Officer

From: Roberta Allen, CPA, Auditor/Controller

Subject: LAFCO File 2016-ANNX-0001 Brussard Annexation to Chester Public Utility District

This memo serves as your notification that proceedings have been initiated affecting certain property in your district. These proceedings concern the annexation of the Brussard Properties to Chester PUD.

Attached is an estimate of the amount of property tax revenue generated within the territory that is the subject of the jurisdictional change during the current fiscal year.

Upon receipt of this memo and attached estimates, the agencies shall commence negotiations to determine the amount of property tax revenues to be exchanged between and among the agencies. This negotiation period shall not exceed sixty days.

In the event that LAFCO modifies the proposal or its resolution of determination, any agency whose service area of responsibility would be altered may request, and the LAFCO Executive Officer shall grant, a fifteen day extension to renegotiate an exchange of property tax revenues. If the resolutions are not presented to LAFCO within the fifteen day period, all proceedings of the jurisdictional change shall automatically be terminated.

The agency may, by the adoption of a resolution of its governing board, determine to exchange any portion of its property tax revenues. Upon the agency's adoption of their resolution, the agency shall notify the County Board of Supervisors. If the County Board of Supervisors concurs with the proposed exchange of proposed property tax revenues, the Board shall, by resolution notify the County Auditor of the approved exchange.

**Plumas County Auditor/Controller  
Calculation for TRA Changes**

LAFCo File 2016-ANNX-0001  
Brussard Annexation to the Chester Public Utility District  
Used Tax Year 2016 Assessed Gross Values

**TRA 053-035**

Tax Rate Area	APN's Involved	Total TRA 053-035
Assessed Value	140,360	29,976,853
Tax Amount (1%)	1,404	299,769

Jurisdiction	Increment Factor	Estimate of Taxes	Increment Factor	Current Taxes
County	30.818772%	\$ 433.00	30.818772%	\$ 92,385.00
Flood Control	0.342071%	\$ 5.00	0.342071%	\$ 1,025.00
Chester Cemetery	0.490510%	\$ 7.00	0.490510%	\$ 1,470.00
Seneca Hospital	3.443460%	\$ 48.00	3.443460%	\$ 10,322.00
Education	0.150755%	\$ 2.00	0.150755%	\$ 452.00
Plumas Unified SD	51.455124%	\$ 722.00	51.455124%	\$ 154,246.00
Feather River College	13.299308%	\$ 187.00	13.299308%	\$ 39,867.00
	<b>100.000000%</b>	<b>\$ 1,404.00</b>	<b>100.000000%</b>	<b>\$ 299,767.00</b>

Assessed Value is GROSS value and does not reflect homeowners exemption or ERAF shift amo

**APN's Involved:**

011-110-016-000
011-110-039-000

## Schedule 2

PLUMAS COUNTY  
AB8 PERCENTAGES FY 2016/17

Note: This schedule is only updat

JURISDICTION	053-035
	To 053-181/86
County	30.818772%
City of Portola	0.000000%
Crescent Mills Lighting	0.000000%
Quincy Lighting	0.000000%
Beckwourth CSA	0.000000%
Flood Control	0.342071%
Greenhorn Creek CSD	0.000000%
West Almanor CSD	0.000000%
Plumas Eureka CSD	0.000000%
CSA #11	0.000000%
Indian Valley CSD	0.000000%
Chester Cemetery	0.490510%
Cromberg Cemetery	0.000000%
Greenville Cemetery	0.000000%
Meadow Valley Cemetery	0.000000%
Mohawk Valley Cemetery	0.000000%
Portola Cemetery	0.000000%
Quincy Cemetery	0.000000%
Taylorville Cemetery	0.000000%
Prattville-Almanor Fire	0.000000%
Beckwourth Fire	0.000000%
Chester Fire	0.000000%
Crescent Mills Fire	0.000000%
Graeagle Fire	0.000000%
Hamilton-Branch Fire	0.000000%
LaPorte Fire	0.000000%
Meadow Valley Fire	0.000000%
Peninsula Fire	0.000000%
Quincy Fire	0.000000%
Sierra Valley Fire	0.000000%
Eastern Plumas Rural Fire	0.000000%
Eastern Plumas Hospital	0.000000%
Indian Valley Hospital	0.000000%
Plumas Hospital	0.000000%
Seneca Hospital	3.443460%
Chester PUD - Zone A	0.000000%
Quincy CSD	0.000000%
Graeagle CSD	0.000000%
Central Plumas Rec.	0.000000%
Chester PUD	0.000000%
Clio PUD	0.000000%
Johnsville PUD	0.000000%
East Quincy Services	0.000000%
Grizzly Lake CSD	0.000000%
Gold Mountain CSD	0.000000%
Education	0.150755%
Plumas Unified SD	51.455124%
Feather River College	13.299308%
Sierra / Plumas Unified SD	0.000000%
<b>TOTAL</b>	<b>100.000000%</b>

11/21/2016

Plumas County Auditor/Controller

LAFCD file 2015-ANNX-0003 Chandler Ranch Home Sites to Quincy Fire Protection District  
Using tax year 2016 Values

APN	Name	TRA	Acres	Land	Structure	Personal Prop	Total Value	Value by TRA
011-110-016-000	Brussard, Travis & Kacie	053-035	10.00	45,263			45,263	
011-110-039-000	Brussard, Travis & Kacie	053-035	40.40	\$ 95,097			95,097	
							140,360	

File Edit View Reports Help

ASW0100v2.4.0.5360: Main

Assessor Inquiry

Oct 17, 2016 2:44:02 PM (-07:00)

Asmt: 011-110-016-000 FeeParcel: 011-110-016-000 Status: ACTIVE Owner: BROUSSARD TRAVIS & KACIE H/W

Status Address	580 28N11 CHESTER
Name Address	BROUSSARD TRAVIS & KACIE H/W PO BOX 1464 CHESTER CA 96020
Status	ACTIVE
Taxability Code	000
TRA	053-035
Creating Doc#	19001
Current Doc#	2016R0002681
Terminating Doc#	
Neighborhood Code	1011
Asmt Description	
LandUse 1	LandUse 2 XX
Zoning 1	Dwell 1 0
Acres	30.00
SSN 1	SSN 2
Comments	
Status Date	
Descr	NORMAL OWNERSHIP
Base Date	01/01/1988
Create Date	
Cur Date	06/01/2016
Term Date	
Supl Cnt	1

Values	Taxrol	Current	Apdate
Land	45,263	45,263	
Structure			
Fixtures			
Growing			
Total L&I	45,263	45,263	
FixtureRP			
Mhpp			
pp			
Exemption			
Net	45,263	45,263	
Homesite			

R/C #  TR/Date  Status

Description  ENROLLED IS BASE YEAR

TPZ	Ag Pres	Etal	Bonds
Multi Situs	910 MH	Flag 1	Flag 2
Asmt PP	Tax PP	Appeal	Split

File Edit View Reports Help

ASW0100v2.4.0.5360: Main

Assessor Inquiry

Oct 17, 2016 2:43:51 PM (-07:00)

Asmt: 011-110-039-000 FeeParcel: 011-110-039-000 Status: ACTIVE Owner: BROUSSARD TRAVIS &amp; KACIE H/W

Situs Address  
Name Address  
BROUSSARD TRAVIS & KACIE H/W  
PO BOX 1464  
CHESTER CA 96020

Status: ACTIVE Status Date: 01/30/2004  
Taxability Code: 000 Descr: NORMAL OWNERSHIP  
TRA Base Date: 01/30/2004  
Creating Doc#: 2004R0000895 Create Date: 01/30/2004  
Current Doc#: 2016R0002683 Cur Date: 06/01/2016  
Terminating Doc# Term Date:  
Neighborhood Code: 1011 Supl Cnt: 1

Asmt Description  
LandUse 1: 10 VACANT LOT RESIDENTIAL LandUse 2:  
Zoning 1: Dwelling 1: 0  
Ages: 40-40 SqFt:  
SSN 1: SSN 2:  
Comments: FROM 011-110-017 & 024 FOR 2005

Values	Taxroll	Current	Apdate
Land	95,097	95,097	12/17/2008
Structure			
Fixtures			
Growing			
Total L&I	95,097	95,097	
FixtureRP			
M-pp			
PP			
Exemption			
Net	95,097	95,097	
Homesite			

R/C #  TR/Date  Status   
Description: ENROLLED IS BASE YEAR

TPZ	<input type="checkbox"/>	Ag Pres	<input type="checkbox"/>	Etal	<input checked="" type="checkbox"/>	Bonds	<input type="checkbox"/>
Multi Situs	<input type="checkbox"/>	910 MH	<input type="checkbox"/>	Flag 1	<input type="checkbox"/>	Flag 2	<input type="checkbox"/>
Asmt PP	<input type="checkbox"/>	Tax PP	<input type="checkbox"/>	Appeal	<input type="checkbox"/>	Split	<input type="checkbox"/>

Main | Has Notes | Ownership Detail | Ownership History | Exemptions | Mfg Homes | Attributes | Value History | Situs | Sales | Parcel Desc

1/1 | &lt; | &gt; | Update | Phy Char: | DE | MH | TC Inq. | R/C | W/S | Images

SEDWARDS, 07/18/2016 11:23:42 AM

1 records found.

**California State Board of Equalization  
Tax Rate Area Chart  
for the 2016/17 Board Roll of State Assessed Properties  
for Plumas County**

Primary: 053

**TRA: 053-031**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0011] MEADOW VALLEY  
15 FLOOD CONTROL [0016] COUNTY  
26 HOSPITAL [0033] PLUMAS  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY  
65 COUNTY SERVICE [0063] AREA NO. 11 (AMBULANCE)

*Districts: 7*

**TRA: 053-032**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0008] CHESTER  
15 FLOOD CONTROL [0016] COUNTY  
21 FIRE PROTECTION [0026] PENINSULA  
26 HOSPITAL [0034] SENECA  
58 PARK & REC [0077] ALMANOR  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY

*Districts: 8*

**TRA: 053-033**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0010] QUINCY-LA PORTE  
15 FLOOD CONTROL [0016] COUNTY  
26 HOSPITAL [0033] PLUMAS  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY  
65 COUNTY SERVICE [0063] AREA NO. 11 (AMBULANCE)

*Districts: 7*

**TRA: 053-034**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0009] GREENVILLE  
15 FLOOD CONTROL [0016] COUNTY  
26 HOSPITAL [0032] INDIAN VALLEY  
58 PARK & REC [0040] INDIAN VALLEY  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY  
64 COMM. SERVICE [0073] INDIAN VALLEY

*Districts: 8*

**TRA: 053-035**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0008] CHESTER  
15 FLOOD CONTROL [0016] COUNTY  
26 HOSPITAL [0034] SENECA  
58 PARK & REC [0077] ALMANOR  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY

*Districts: 7*

**CURRENT TRA**

**TRA: 053-036**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0008] CHESTER  
15 FLOOD CONTROL [0016] COUNTY  
26 HOSPITAL [0034] SENECA  
58 PARK & REC [0077] ALMANOR  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY  
69 PUBLIC UTILITY [0067] CHESTER (PUD/FIRE)-ZONE A  
[0082] CHESTER (PUD/FIRE)

*Districts: 9*

**TRA: 053-037**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0008] CHESTER  
15 FLOOD CONTROL [0016] COUNTY  
26 HOSPITAL [0034] SENECA  
58 PARK & REC [0077] ALMANOR  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY  
69 PUBLIC UTILITY [0067] CHESTER (PUD/FIRE)-ZONE A  
[0082] CHESTER (PUD/FIRE)

*Districts: 9*

**TRA: 053-038**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0008] CHESTER  
15 FLOOD CONTROL [0016] COUNTY  
21 FIRE PROTECTION [0026] PENINSULA  
26 HOSPITAL [0034] SENECA  
58 PARK & REC [0077] ALMANOR  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY  
64 COMM. SERVICE [0063] HAMILTON BRANCH  
65 COUNTY SERVICE [0058] AREA NO. 03

*Districts: 10*

**TRA: 053-039**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0008] CHESTER  
15 FLOOD CONTROL [0016] COUNTY  
21 FIRE PROTECTION [0023] HAMILTON BRANCH  
26 HOSPITAL [0034] SENECA  
58 PARK & REC [0077] ALMANOR  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY  
65 COUNTY SERVICE [0058] AREA NO. 03

*Districts: 9*

**TRA: 053-040**  
04 UNIFIED SCHOOL [0003] PLUMAS COUNTY  
05 COMM. COLLEGE [0005] FEATHER RIVER  
11 CEMETERY [0013] PORTOLA  
15 FLOOD CONTROL [0016] COUNTY  
21 FIRE PROTECTION [0021] EASTERN PLUMAS RURAL  
26 HOSPITAL [0031] EASTERN PLUMAS  
58 PARK & REC [0078] EASTERN PLUMAS  
58 ROAD-PERMANENT [0041] PLUMAS COUNTY

*Districts: 8*

County of Plumas  
ASSESSOR TO AUDITOR CERTIFIED VALUES BY TRA  
Model Num: final, Tax Year: 2016

TRA	PARCEL CNT	LAND	IMPS	PERS PROP	GROSS VALUE	HOX	OTHER EXEMPT	NET VALUE
<b>053-032</b>								
SECURED	353	22,290,829	60,308,863	29,010	82,628,702	273,000	253,890	82,101,812
UNSECURED	48	0		498,893	498,893	0	5,380	493,513
TOTALS	401	22,290,829	60,308,863	527,903	83,127,595	273,000	259,270	82,595,325
<b>053-033</b>								
SECURED	33	890,301	962,125	4,420	1,856,846	28,000	0	1,828,846
UNSECURED	3	8,350	9,018	0	17,368	0	0	17,368
UTILITY	1	5,119		0	5,119	0	0	5,119
TOTALS	37	903,770	971,143	4,420	1,879,333	28,000	0	1,851,333
<b>053-034</b>								
SECURED	7	116,650	239,322	0	355,972	7,000	116,934	232,038
UNSECURED	1	2,228		0	2,228	0	2,228	0
TOTALS	8	118,878	239,322	0	358,200	7,000	119,162	232,038
<b>053-035</b>								
SECURED	624	19,615,800	10,361,053	0	29,976,853	21,000	0	29,955,853
UNSECURED	127	1,758,646	3,683,654	1,719,321	7,161,621	0	6,140	7,155,481
UTILITY	1	72,034		0	72,034	0	0	72,034
TOTALS	752	21,446,480	14,044,707	1,719,321	37,210,508	21,000	6,140	37,183,368
<b>053-036</b>								
SECURED	1,153	40,613,426	88,945,205	497,595	130,056,226	2,310,000	2,269,766	125,476,460
UNSECURED	163	2,800	1,318,710	6,244,027	7,565,537	0	23,862	7,541,675
TOTALS	1,316	40,616,226	90,263,915	6,741,622	137,621,763	2,310,000	2,293,628	133,018,135
<b>053-037</b>								
SECURED	2	90,787	1,827,174	120,850	2,038,811	0	687,781	1,351,030
TOTALS	2	90,787	1,827,174	120,850	2,038,811	0	687,781	1,351,030
<b>053-038</b>								
SECURED	1	615,000	16,395	0	631,395	0	0	631,395
TOTALS	1	615,000	16,395	0	631,395	0	0	631,395
<b>053-039</b>								
SECURED	114	4,757,453	12,845,261	0	17,602,714	308,000	126,380	17,168,334
UNSECURED	14	0		95,136	95,136	0	0	95,136
TOTALS	128	4,757,453	12,845,261	95,136	17,697,850	308,000	126,380	17,263,470
<b>053-040</b>								
SECURED	39	1,283,043	1,742,963	0	3,026,006	14,000	126,380	2,885,626
UNSECURED	3	0		11,070	11,070	0	0	11,070
TOTALS	42	1,283,043	1,742,963	11,070	3,037,076	14,000	126,380	2,896,696
<b>053-041</b>								
SECURED	12	802,345	189,409	0	991,754	0	0	991,754
TOTALS	12	802,345	189,409	0	991,754	0	0	991,754
<b>053-042</b>								
SECURED	9	422,196	674,129	0	1,096,325	14,000	0	1,082,325
UNSECURED	18	81,224		0	81,224	0	2,228	78,996
TOTALS	27	503,420	674,129	0	1,177,549	14,000	2,228	1,161,321