

December 6, 2022 Tuesday @ 9:00 AM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
FIRE COMMISSIONERS SPECIAL MEETING AGENDA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA TELECONFERENCE BY OBSERVING THE BOARD OF SUPERVISORS MEETING OUTLINED BELOW:

The Sierra County Board of Supervisors will meet in regular session commencing at 9:00 a.m. on December 6, 2022, in the Board of Supervisors' Chambers, Courthouse, Downieville, CA. The public may observe and provide public comments by using the Teams options below:

By Phone: 1-323-892-2486
Access Code: 884 924 422#

By PC: <https://tinyurl.com/12062022BOS>

CALL TO ORDER:

Roll Call of Commissioners

{ } Shawn Burt, Chairperson { } Jeff McCollum { } Tom Rowson { } Richard Maddalena
{ } Candy Hunter { } Tom Archer { } vacancy

Quorum Yes/No

PUBLIC INTRODUCTION:

PUBLIC COMMENT:

Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the 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. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of three minutes.

The purpose of this SPECIAL MEETING is to be available for questions and comments during the Sierra County Board of Supervisors meeting to address the following:

- Discussion/review of the Sierra County Fire Protection District No. 1 2021/2022 Fire Mitigation Fee Program Annual Report and the 2022/2023 Capital Investment Plan and direction to set public hearing for the requested fire mitigation fee increase.

ANNOUNCEMENTS AND COMMENTS:

ADJOURNMENT:

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER, PLEASE CALL 530.604.4013 AHEAD IF YOU NEED ANY ACCOMODATIONS.



Sierra County Fire Protection District # 1
PO Box 255
Sierraville, CA 96126
www.sierracountyfireprotectiondistrict1.com

Commissioners
Shawn Burt– Chairman
Rick Maddalena
Thomas Archer
Tom Rowson
Jeff McCollum
Candy Hunter
Victoria Fisher

October 18, 2022

Sierra County Board of Supervisors
P.O. Drawer D
Downieville, CA 95936

RE: A) FY 22/23 Capital Investment Plan
B) FY 21/22 Annual Report on Fire Mitigation Fee Collection and Expenditures
C) Request for Adoption of Fee Escalation to Account for Inflation

Dear Supervisors:

Revised Capitol Investment Plan: Following a public hearing held on August 16, 2022, the Sierra County Fire Protection District #1 (the District) adopted the attached revised Capitol Investment Plan by Resolution 2202-07. The adopted plan and resolution are attached as Exhibits A and B.

Annual Report: Consistent with Sierra County Resolution 2021-018, the District hereby submits the following report of Fire Mitigation Fees collection and expenditures:

Balance Brought Forward July 1 2022: \$0.00

Amount Held Longer Than 5 Years: \$0.00

Accounts Receivable (Accrued but not received) from Prior Periods: \$4,820

FY 21/22 Collections Received from Auditor: \$22,179.78

FY 21/22 Collections Received from Building Dept: \$22,179.78

Expenditures Made with Mitigation Fees in FY 21/22: \$10,000

Net Receipts Pooled for Future Investments: \$46,426

Request for Fee Increase: Consistent with the Sierra County Resolution 2021-018 and County processes clarified in March of 2022 leading to Resolution No. 2022-031, the District requests the fire mitigation fee be increased by 3% from \$1.96 per building square foot to \$2.02 per square foot to adjust for inflation in accordance with the Fire Development Impact Fee Nexus Study prepared by Hansford Economic Consulting, dated July 15, 2020 and Sierra County Resolution 2021-018. The Engineering News Record, San Francisco Construction Cost Index March 2021 to March 2022 percentage change is 8.9%. Sierra County Resolution No. 2021-018 caps the fee increase at 3%. The District asks that the Public Hearing on the fee increase be held in the Eastern part of the County to maximize the opportunity for public and District participation.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Shawn Burt', with a long horizontal flourish extending to the right.

Shawn Burt, Chair
Sierra Co. FPD #1

**2022/2023 CAPITAL IMPROVEMENT PLAN
SIERRA COUNTY FIRE PROTECTION DISTRICT #1**

Pursuant to Section 66006 of Government Code, the District is required to annually make available to the public specific information related to the prior year's activity for development impact fees within 180 days after the last day of each fiscal year.

Sierra County Fire Protection District #1 collects development impact fees within Fire District boundaries which includes the nonincorporated communities of Sierraville, Sattley, Calpine, Sierra Brooks, Loyalton Pines, Long Valley and Verdi and neighboring ranches, farms, and recreation attractions. Development Impact Fees were first approved by the Sierra County Fire District Board of Commissioners and the Sierra County Board of Supervisors in 2011.

The content of this report will outline the spending plan for those fees collected up to and including fiscal year ending 6/30/2022 as well as 5 year projections.

An annual inventory of fee collection and projects funded since the imposition of the District's Impact Fee is available upon request.

FIRE IMPACT FEE SCHEDULE

An updated Fire Impact Fee Nexus Study was completed by Hansford Economic Consulting and approved by the Sierra County Fire Protection District Board of Commissioners and the Sierra County Board of Supervisors in 2020. The complete Study is available online at www.sierracountyfireprotectiondistrict1.org or by calling (530)604-4013.

The purpose of the Fire Impact Fees is to finance public facilities and equipment as described. A detailed list of applicable structure and use projects are outlined in Appendix A of the 2020 Impact Fee Study, and available at www.sierracountyfireprotectiondistrict1.org or by calling (530)604-4013.

PLANNED FACILITIES, APPARATUS, VEHICLE & EQUIPMENT

ADA Building Compliance/Bathroom Remodel-Station 82 Sierraville	\$	50,000
Upstairs Completion/ADA Compliance/Exterior Access-Station 84 Calpine	\$	170,000
New 3 Bay Station & Maintenance Facility-Sattley	\$	1,044,770
Replacement Water Tender (2)	\$	650,000
Command Vehicle-Purchased 6/2021	\$	4,023
Type II Engine-Purchased 9/2021	\$	5,000
Rescue 4WD Vehicle UTV Truck Style/Stokes EMS Equipment	\$	45,000
Well/Water Storage Tank-Loyalton Pines Area	\$	60,000
Dog Valley Fire Lane-Purchased 8/2020	\$	5,000
CIP & Impact Fee Analysis Study	\$	33,207
	\$	2,067,000

Current Fee	Proposed Fee*
\$1.96	\$2.02

**Fees are adjusted annually according to the Engineering News Record San Francisco Construction Cost Index March to March for a July 1 implementation not to exceed 3%.*

March 2021-March 2022 - 8.9%

SIERRA COUNTY FIRE PROTECTION DISTRICT #1 - IMPACT FEE EXPENDITURE SUMMARY & 5-YEAR PROJECTION

Following is an account of the 2020/2021 and the 2021/2022 impact fee collection and expenditure detail through June 30th, 2022 with projected 2023-2027 collection and expenditures:

	Annual Expenditures	Cost	Total % Funded- Impact Fees	ACTUAL	ACTUAL	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
				2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	
Beginning Fund Balance				\$ 964	\$ -	\$ 46,426	\$ 56,426	\$ 56,426	\$ 36,426	\$ 16,426	\$ 18,426
Annual Fees Collected				\$ 10,401	\$ 46,606	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Interest Earned				\$ (1,135)	\$ 4,820						
Adjustment*											
Refunds											
Total Revenue				\$ 10,230	\$ 51,426	\$ 56,426	\$ 66,426	\$ 46,426	\$ 26,426	\$ 26,426	\$ 28,426
Annual Expenditures											
Station 82 - ADA Bldg		\$ 50,000									
Compliance/Bathroom Remodel		\$ 50,000									
Station 84 - Upstairs Completion/ADA		\$ 170,000									
Compliance/Exterior Access		\$ 170,000									
Station 83-New 3 bay Maint. Fac./Fire Stn.		\$ 1,045,977									
Command Vehicle		\$ 11,992	34%	\$ 4,023							
Replacement Water Tender (2)		\$ 650,000									
Rescue UTV/Stokes EMS Equip.		\$ 45,000			\$ 5,000						
Type II Engine		\$ 5,000	100%								
Well/Water Storage Tank		\$ 60,000	100%				\$ 30,000	\$ 30,000			
Dog Valley Fire Lane		\$ 5,000	100%	\$ 5,000							
CIP & Impact Fee Analysis Update		\$ 33,207	100%	\$ 1,207					\$ 8,000		
Office Expense/Bank Fees											
Total Expenditures by Year				\$ 10,230	\$ 5,000	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 8,000	\$ -
Total Expenditures to Date				\$ -	\$ 46,426	\$ 56,426	\$ 36,426	\$ 16,426	\$ 18,426	\$ 28,426	
IMPACT FEE BALANCE				\$ -	\$ 46,426	\$ 56,426	\$ 36,426	\$ 16,426	\$ 18,426	\$ 28,426	

*20/21 adjustments reflect \$1280 uncollected on permit and \$145 adjustment between Building Dept. & Auditor. 21/22 adjustments reflect anticipated payment of uncollected fees from prior years per Building Dept. Internal audit. All prior uncollected fees have been invoiced through County Auditor.



Sierra County Fire Protection District # 1
PO Box 255
Sierraville, CA 96126
www.sierracountyfireprotectiondistrict1.com

Commissioners
Shawn Burt– Chairman
Rick Maddalena
Thomas Archer
Tom Rowson
Jeff McCollum
Candy Hunter
Victoria Fisher

RESOLUTION 2022-07

A RESOLUTION OF THE BOARD OF COMMISSIONERS ADOPTING 2022-2023 CAPITAL IMPROVEMENT PLAN

WHEREAS, the Board of Commissioners desire to adopt a Capital Improvement Plan (the Plan herein) identifying capital improvements, acquisitions, repair and replacement of District Capital Assets, including Fire Stations, Apparatus and Equipment, necessary for the performance of Fire Protection and the performance and rendering of Emergency Medical Services to the communities and persons within District jurisdictional boundaries, and

WHEREAS, the Plan will inform and provide a Nexus for the future establishment, amendment or increase of Fire Mitigation Fees to fund fire protection facilities, apparatus and equipment necessary to mitigate the impact of new development throughout the District,

BE IT HEREBY RESOLVED, as follows:

1. That Notice of Public Hearing regarding the Capital Improvement Plan was duly and properly published in advance in the Mountain Messenger, a publication of Countywide circulation and that said Notice was prominently posted in multiple places within the District's jurisdiction.
2. That the Capital Improvement Plan, attached as **Exhibit A**, is hereby Approved, and Adopted, this 16th Day of August, 2022 at the Regular Meeting of the Board of Commissioners of the Sierra County Fire Protection District #1, by the following Roll Call vote:

AYES: 5- Burt, McCollum, Maddalena, Fisher, Archer

NOES: 0

ABSENT: 2- Rowson, Hunter

ABSTAIN: 0

APPROVED:



Shawn Burt, Chairman

ATTEST:



Kelly Champion, District Clerk



STATE OF CALIFORNIA, COUNTY OF SIERRA
BOARD OF SUPERVISORS
AGENDA
REGULAR MEETING

Lee Adams, District 1

P.O. Box 1 - Downieville, CA 95936 - 530-289-3506 - supervisor1@sierracounty.ca.gov

Peter W. Huebner, District 2

P.O. Box 349 - Sierra City, CA 96125 - 530-565-6055 - phuebner@sierracounty.ca.gov

Paul Roen, Chair, District 3

P.O. Box 43 - Calpine, CA 96124 - 209-479-2770 - supervisor3@sierracounty.ca.gov

Terry LeBlanc, District 4

P.O. Box 387 - Loyalton, CA 96118 - 707-489-0314 - tleblanc@sierracounty.ca.gov

Sharon Dryden, Vice Chair, District 5

P.O. Box 246 - Loyalton, CA 96118 - 530-913-9218 - sdryden@sierracounty.ca.gov

The Sierra County Board of Supervisors will meet in regular session commencing at 9:00 a.m. on December 6, 2022, in the Board of Supervisors' Chambers, Courthouse, Downieville, CA. This meeting will be recorded for posting on the Board of Supervisors' website at www.sierracounty.ca.gov.

This meeting will be open to in-person attendance and available to the public via teleconference.

The public may observe and provide public comments by using the Teams options below:

**By Phone: 1-323-892-2486
Access Code: 884 924 422#**

By PC: <https://tinyurl.com/12062022BOS>

NOTICE

Accommodations for individuals with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof, can be made with the Clerk of the Board and CA Relay Services 711 prior to the meeting. The Clerk of the Board may be reached at 530-289-3295 or at the following addresses:

Heather Foster
Clerk of the Board of Supervisors
100 Courthouse Square, Room 11
P.O. Drawer D
Downieville, CA 95936
clerk-recorder@sierracounty.ca.gov

All items posted on the agenda, including under correspondence, may be acted upon by the Board of Supervisors. However, matters under committee reports and department manager's reports may be briefly addressed by the Board or Staff but no action or discussion shall be undertaken on any item not appearing on the posted agenda. (GC 54954.2)

The Board of Supervisors may hold a Closed Session as the agenda schedule permits.

REGULAR AGENDA

1. 9:00 A.M. STANDING ORDERS

- Call to Order
- Pledge of Allegiance
- Roll Call
- Approval of Consent Agenda, Regular Agenda and Correspondence to be addressed by the Board

2. PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board not on this posted agenda may be addressed by the general public during the Public Comment Opportunity time. No action may be taken or substantive discussion pursued on matters not on the posted agenda. Public comment is regulated by the Sierra County Board of Supervisors' Rules and Procedures. You may obtain a copy of the Public Comment rules from the Clerk. The Board limits public comment to three minutes per person and not more than three individuals addressing the same subject.

3. COMMITTEE REPORTS & ANNOUNCEMENTS

Board members will report on committee meetings and/or activities. Board members or members of the public may ask questions for clarification but no action will be taken.

4. DEPARTMENT MANAGERS' REPORTS & ANNOUNCEMENTS

Department Managers may provide brief reports on activities within their departments. Board members or members of the public may ask questions for clarification but no action will be taken.

5. FOREST SERVICE UPDATE

Update by District Ranger on items that may affect the County of Sierra.

6. CLERK-RECORDER/ELECTIONS - HEATHER FOSTER

6.A. Appointment to the Alleghany County Water District. (ELECTIONS)

Documents:

[ACWD Application - Price.pdf](#)

7. PLANNING / BUILDING - TIM BEALS

7.A. Resolution restoring 69.724 of vacation leave to a Building Department employee who was unable to reduce maximum accrued vacation leave due to current County workload.

Documents:

[Building Dept Emp. Vacation Item.pdf](#)

8. PUBLIC WORKS/TRANSPORTATION - TIM BEALS

- 8.A. Discussion/direction on North Yuba Forest Partnership (NYFP) and release of project EIS.

Documents:

[NYFP item.pdf](#)

- 8.B. Discussion/direction on USFS Wood Products Infrastructure Assistance Program.

Documents:

[USFS WP Infrastructure Grant.pdf](#)

- 8.C. Professional Services Agreement with MGE Engineering, Inc. for Construction Inspection and Materials Testing for the Packer Lake Road Bridge Replacement project.

Documents:

[MGE Agmt CM Packer Lake Rd. Bridge item.pdf](#)

- 8.D. Professional Services Agreement with MGE Engineering, Inc. for Construction Inspection and Materials Testing for the Salmon Lake Road Bridge Replacement project.

Documents:

[MGE Agmt CM Salmon Lake Rd. Bridge item.pdf](#)

- 8.E. Resolution approving plans, specifications and bidding documents and authorization to solicit bids for the Downieville Community Center Remodeling Project.

Documents:

[Dvl Comm Ctr Remodeling Project item.pdf](#)

9. BOARD OF SUPERVISORS

- 9.A. Discussion/review of the Sierra County Fire Protection District No. 1 2021/2022 Fire Mitigation Fee Program Annual Report and the 2022/2023 Capitol Investment Plan and direction to set public hearing for the requested fire mitigation fee increase. (CLERK OF THE BOARD)

Documents:

[SCFPD1 Annual Mitigation Fee Report.pdf](#)

- 9.B. Waive second reading and adopt an ordinance amending section 2.04.070 of the Sierra County Code pertaining to compensation for County Supervisors. (CLERK OF THE BOARD)

Documents:

[BOS Salary Ordinance.pdf](#)

- 9.C. Discussion/action regarding conducting meetings of the Sierra County Board of Supervisors in accordance with AB 361 and Sierra County Resolution 2021-140. (CLERK OF THE BOARD)

Documents:

[BOS Meetings.pdf](#)

- 9.D. Appointment to the Sierra Valley Resource Conservation District. (CLERK OF THE BOARD)

Documents:

[SVRCD - Roberti Application.pdf](#)

- 9.E. Appointment to fill a vacancy on the Sierra County (Calpine) Waterworks District 1. (CLERK OF THE BOARD)

Documents:

[Calpine Waterworks District 1 - Habicht Application.pdf](#)

- 9.F. Appointment to fill a vacancy on the Sierra County Cemetery District #5. (CLERK OF THE BOARD)

Documents:

[Cemetery District 5 - Earl Application.pdf](#)

- 9.G. Appointments to the Plumas-Sierra County Fair Board. (CLERK OF THE BOARD)

Documents:

[Plumas-Sierra County Fair Board - Applications.pdf](#)

- 9.H. Appointments to fill vacancies on the Sierra City Fire District. (CLERK OF THE BOARD)

Documents:

[SCFD Vacancy Appointment.pdf](#)

10. **CLOSED SESSION**

- 10.A. Closed Session pursuant to Government Code Section 54957 - Public Employment - Director of Health and Social Services.

Documents:

[Closed Session HHS Director.pdf](#)

11. **TIMED ITEMS**

- 11.A. 10:00 AM PUBLIC HEARING - MILITARY EQUIPMENT USE POLICY
Conduct public hearing regarding proposed Sierra County military equipment use

policy and introduction and waive first reading of an ordinance adding Chapter 2.48.070 to the Sierra County Code approving the military equipment use policy by local law enforcement.

Documents:

[Mil Equip Ord.pdf](#)

12. **CONSENT AGENDA**

Items placed on the Consent Agenda are of a routine and non-controversial nature and are approved by a blanket roll call vote. At the time the Consent Agenda is considered, items may be deleted from the Consent Agenda by any Board member or Department Manager and added to the Regular Agenda directed by the Chairman.

- 12.A. Resolution approving the Memorandum of Understanding (MOU) between the Sierra County Office of Education (SCOE) by Sierra County Schools for Adults (SCSA) and Sierra County Social Services for Implementation of California Department of Aging (CDA) Access to Technology Grant Number AT-2223-46 and authorizing the Interim Director of Social Services to sign the MOU. (SOCIAL SERVICES)

Documents:

[SCOE ATT MOU Board.pdf](#)

- 12.B. Agreement between The Regents of the University of California, a California corporation acting for and on behalf of the Davis campus UC Davis Continuing and Professional Education and Sierra County. (SOCIAL SERVICES)

Documents:

[UC Davis Cal OAR Board.pdf](#)

- 12.C. Resolution authorizing the purchase of two (2) sets of chains for the Road Department grader in Loyalton. (PUBLIC WORKS)

Documents:

[Tire Chain purchase item.pdf](#)

- 12.D. Service agreement with Kone, Inc. for a Care Maintenance Agreement for the vertical transportation equipment (wheelchair lift and elevator) located at the Sierra County Courthouse. (PUBLIC WORKS)

Documents:

[Kone, Inc. Wheelchair Lift Elevator.pdf](#)

- 12.E. Minutes from the regular meeting held on November 1, 2022. (CLERK OF THE BOARD)

Documents:

[11012022 minutes.pdf](#)

- 12.F. Minutes from the regular meeting held on November 15, 2022. (CLERK OF THE BOARD)

Documents:

13. CORRESPONDENCE LOG

- 13.A. Letter and designation information from the California Governor's Office of Emergency Services (Cal OES) regarding the U.S. Department of Agriculture Designation due to agriculture losses caused by the freeze that occurred April 11, 2022, through April 12, 2022.

Documents:

[US Department of Agriculture Designation S5332 - Freeze.pdf](#)

- 13.B. Letter and declaration information from the California Governor's Office of Emergency Services (Cal OES) regarding the U.S. Small Business Administration Economic Injury Disaster Loan Declaration due to the U.S. Department of Agriculture Disaster Designation.

Documents:

[Small Business Administration Declaration 17697 - Freeze.pdf](#)

ADJOURN