

October 18, 2022 Tuesday @ 6:00 PM  
**SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**  
**FIRE COMMISSIONERS MEETING AGENDA**  
FIRE STATION 82, SIERRAVILLE CA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA “CONFERENCE CALL”. THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL **(701) 802-5316** AND USE ACCESS CODE **5188908**. YOU MAY ALSO ACCESS VIDEO AND ONE-WAY AUDIO VIA ZOOM AT THE FOLLOWING LINK:  
<https://uso2web.zoom.us/j/8274761160?pwd=NGVuTCtJL3d2akZGanpUVzlsSGF2UTo9>

Meeting ID: 827 476 1160, Passcode: 419056

**CALL TO ORDER:**

Roll Call of Commissioners

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

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 five minutes.

**CORRESPONDENCE:**

**MINUTES APPROVAL:** Approval of the Minutes: 09/20/22

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of September 30, 2022 **H**
2. Approve Bill Payments **H**

**REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:**

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention

**UNFINISHED BUSINESS:**

1. Update on Calpine siren project (Shawn/Jeff)
2. Update on Sattley property project (Rick)
3. Follow up on TNF Agreement (Rick)
4. Calpine Pond Dredging (Rick)
5. DigitalPath Proposal (Rick)

**NEW BUSINESS:**

1. Discussion and possible action regarding hydrants- Station 82 repair & markers (Tom A.)
2. FY 2021/2022 Annual Report to Sierra County for fee mitigation program and request for annual increase not to exceed 3%

**ANNOUNCEMENTS AND COMMENTS:**

**NEXT SCHEDULED MEETING:** November 15, 2022 at 6:00pm in Sierraville

**ADJOURNMENT:**

Key:    **T** – Tabled from previous meeting    **H** –Handout

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

September 20, 2022 Tuesday @ 6:00 PM  
**SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**  
**FIRE COMMISSIONERS MEETING AGENDA**  
FIRE STATION 82, SIERRAVILLE CA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA “CONFERENCE CALL”. THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL (701) 802-5316 AND USE ACCESS CODE 5188908. YOU MAY ALSO ACCESS VIDEO AND ONE-WAY AUDIO VIA ZOOM AT THE FOLLOWING LINK:  
<https://us02web.zoom.us/j/8274761160?pwd=NGVuTCtJL3d2akZGanpUVzlsSGF2UTo9>

Meeting ID: 827 476 1160, Passcode: 419056

**CALL TO ORDER: 6:03 pm, Vice Chair McCollum**

**Roll Call of Commissioners**

{ X } Shawn Burt, Chairperson **6:10pm** { X } Jeff McCollum { } Tom Rowson { X } Richard Maddalena  
{ X } Candy Hunter { X } Tom Archer { X } Victoria Fisher **6:11pm**

Quorum **Yes/No**

**PUBLIC INTRODUCTION: Representatives from Calpine Community Fire Association, Volunteer Ben Hitchcock, Clerk Champion, Chief Connolly**

**PUBLIC COMMENT: None**

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 five minutes.

**MINUTES APPROVAL:** Approval of the Minutes: 08/16/22 **Comm. Maddalena moved to approve the minutes, Comm. Archer seconded. Roll Call Vote: 4 Ayes (McCollum, Maddalena, Archer, Hunter), 1 Abstain (Rowson), 2 Absent (Burt, Fisher), motion passed.**

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of August 31, 2022 **H**
2. Approve Bill Payments **H Comm. Maddalena moved to approve the financial statements and payment of bills, Comm. Hunter seconded. Roll Call Vote: 7 Ayes (Burt, McCollum, Rowson, Maddalena, Hunter, Archer, Fisher) motion passed.**

**REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:**

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities) **Chief Connolly reported just completing a 9 day county-wide repositioning, the district also received calls to a critical motorcycle crash and incidental fires from a logging operation off 54 road on Yuba Pass. W82 was out of service for a couple weeks and E282 briefly. They did extensive clean up at Station 84, Pat Blide fabricated a plate for the siren bracket, Mike Cory installed the new lights at the Sierraville station, Serenity helped price and order rope rescue equipment.**
2. Training / Recruitment/ Retention **Recent training included a rope rescue course and Zach from the USFS put on a FFT1 training. The USFS crew invited the SCFPD crew down for dinner one night and the next Ben Hitchcock BBQ'd at the Sierraville station in return. He used a hydrant in Calpine for a fire drill and felt that the water flows were low. Rudy Hoyos showed the public how to use a fire extinguisher during the Family Fun Fest/Calpine Marketplace event. There is a hydrant in Sierraville that may have been hit and needs repair. There was additional discussion regarding the hydrant marking systems. All hydrants are exercised at least once per year.**
3. Approval of Assignment of Deputy Chief- B. Hitchcock **Volunteer Ben Hitchcock, who joined the meeting via telephone was introduced. Chief Connolly discussed his qualifications and contributions to the District and nominated him for Deputy Chief. Comm. Rowson moved to approve the nomination, Comm. McCollum seconded. Comm. Archer questioned Mr. Hitchcock's further on his background. Roll Call Vote: 7 Ayes (Burt, McCollum, Rowson, Maddalena, Hunter, Archer, Fisher) motion passed.**

## **UNFINISHED BUSINESS:**

1. Update on Calpine siren project (Shawn/Jeff) **The District is working to get a boom truck to move the siren.**
2. Update on Sattley property project (Rick) **Comm. Maddalena reported that there was power to the pump and it is ready to use, he thanked Alley Electric for donating some time on the project. We are waiting for a quote on a prefab 6 x 6 pumphouse and there is a notable water leak needing repair.**
3. Follow up on TNF Agreement (Rick) **In process.**

## **NEW BUSINESS:**

1. Review of Annual Audit **H The Commission reviewed the annual audit presented and the Clerk noted requested edits. Comm. Archer clarify the District's capital assets valued at acquisition costs vs actual value. It was discussed that there were no findings or material weaknesses reported.**
2. Approve opening bank accounts with Plumas Bank and closing Wells Fargo, authorize signers **Comm. Archer moved to open a checking and savings account with Plumas Bank, Inc. and add Clerk Kelly Champion as a signer for administrative purposes and to acquire an ATM/Debit card, and add all Commissioners as signers including Shawn Burt, Jeff McCollum, Thomas Rowson, Richard Maddalena, Candance Hunter, Thomas Archer, and Victoria Fisher; and to transfer funds from Wells Fargo and close the checking and savings accounts with Wells Fargo Bank. Comm. Fisher seconded. Roll Call Vote: 7 Ayes (Burt, McCollum, Rowson, Maddalena, Hunter, Archer, Fisher) motioned passed.**
3. Preposition Pay for Volunteers (Tom R./Mick) **H Comm. Archer moved to authorize prepositioning payment for the volunteers up to 50%, estimated at \$18,920.20 conditioned on the acceptance of CalOES for payment to the District, Comm. McCollum seconded. Roll Call Vote: 7 Ayes (Burt, McCollum, Rowson, Maddalena, Hunter, Archer, Fisher) motion passed.**
4. Calpine Pond Dredging (Rick) **Comm. Maddalena reported that the cost of a required CA Dept of Fish & Game frog survey was high in comparison to the available funding for the project. The group was seeking possible relief, still planning to complete the project in the fall.**
5. DigitalPath Proposal (Rick) **Comm. Maddalena presented a proposal from DigitalPath to use power from the Sierraville station. There was discussion and the consensus of the Commission was to request a more formal proposal with specific details. Comm. McCollum would like the power source to be on a dedicated breaker.**
6. Pump System for WT-82 (including thank you to contributors) (Rick) **Comm. Maddalena reported on the repairs done for the hydraulic pump system on WT82. The Commission thanked Al Pombo, Troy Carson, and Paul Roen for their time and contributions to the District in getting the apparatus back in service.**

**ANNOUNCEMENTS AND COMMENTS: Comm. Rowson volunteered to be the District representative and point of contact with CA Dept of Fish & Wildlife for the Smithneck Creek Wildlife Area Fire Resiliency Advisory Group.**

**NEXT SCHEDULED MEETING:** October 18, 2022 at 6:00pm in Sierraville

**ADJOURNMENT: 7:35 pm**

Key: **T** – Tabled from previous meeting **H** – Handout

**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  
Profit & Loss Budget vs. Actual**

Accrual Basis

July through September 2022

|  | Jul - Sep 22     | Budget            | \$ Over Bud...     | % of Budget   |
|--|------------------|-------------------|--------------------|---------------|
| <b>Income</b>                              |                  |                   |                    |               |
| <b>A · Tax Income</b>                      |                  |                   |                    |               |
| A.3 · Verdi Tax Income                     | 0.00             | 18,000.00         | -18,000.00         | 0.0%          |
| A.11 · Transient OccupancyTax              | 0.00             | 16,000.00         | -16,000.00         | 0.0%          |
| A · Tax Income - Other                     | 0.00             | 260,000.00        | -260,000.00        | 0.0%          |
| <b>Total A · Tax Income</b>                | <b>0.00</b>      | <b>294,000.00</b> | <b>-294,000.00</b> | <b>0.0%</b>   |
| <b>G · Interest Income</b>                 | <b>13.04</b>     | <b>250.00</b>     | <b>-236.96</b>     | <b>5.2%</b>   |
| <b>H · Donation Income</b>                 | <b>14,993.32</b> | <b>2,600.00</b>   | <b>12,393.32</b>   | <b>576.7%</b> |
| <b>L · Miscellaneous Income</b>            | <b>145.42</b>    | <b>1,400.00</b>   | <b>-1,254.58</b>   | <b>10.4%</b>  |
| <b>M · Mitigation Fees</b>                 | <b>2,940.00</b>  | <b>30,000.00</b>  | <b>-27,060.00</b>  | <b>9.8%</b>   |
| <b>N · Transfer in From Mitigation Res</b> | <b>0.00</b>      | <b>0.00</b>       | <b>0.00</b>        | <b>0.0%</b>   |
| <b>O · Transfer In From Carryover</b>      | <b>0.00</b>      | <b>300,000.00</b> | <b>-300,000.00</b> | <b>0.0%</b>   |
| <b>Total Income</b>                        | <b>18,091.78</b> | <b>628,250.00</b> | <b>-610,158.22</b> | <b>2.9%</b>   |
| <b>Gross Profit</b>                        | <b>18,091.78</b> | <b>628,250.00</b> | <b>-610,158.22</b> | <b>2.9%</b>   |
| <b>Expense</b>                             |                  |                   |                    |               |
| <b>1.0 · General</b>                       |                  |                   |                    |               |
| 1.1 · Professional Fees                    | 4,174.00         | 7,000.00          | -2,826.00          | 59.6%         |
| 1.2 · Clerical                             | 8,460.00         | 35,000.00         | -26,540.00         | 24.2%         |
| 1.3 · Office Expense                       | 476.68           | 3,000.00          | -2,523.32          | 15.9%         |
| 1.4 · Fire House Maintenance               | 3,348.74         | 15,700.00         | -12,351.26         | 21.3%         |
| 1.5 · Bank Fee                             | 0.00             | 50.00             | -50.00             | 0.0%          |
| 1.6 · CSDA Membership                      | 0.00             | 2,700.00          | -2,700.00          | 0.0%          |
| 1.7 · Retention Incentives                 | 0.00             | 3,000.00          | -3,000.00          | 0.0%          |
| 1.8 · County Admin Fees                    | 0.00             | 33,785.00         | -33,785.00         | 0.0%          |
| 1.9 · Training & Personnel Services        | 3,600.00         | 12,000.00         | -8,400.00          | 30.0%         |
| 1.10 · Miscellaneous Expense               | 0.00             | 500.00            | -500.00            | 0.0%          |
| <b>Total 1.0 · General</b>                 | <b>20,059.42</b> | <b>112,735.00</b> | <b>-92,675.58</b>  | <b>17.8%</b>  |
| <b>2.0 · Emergency Medical</b>             |                  |                   |                    |               |
| 2.1 · EMS Training                         | 0.00             | 3,500.00          | -3,500.00          | 0.0%          |
| 2.2 · EMS Medical Supplies                 | 0.00             | 2,500.00          | -2,500.00          | 0.0%          |
| <b>Total 2.0 · Emergency Medical</b>       | <b>0.00</b>      | <b>6,000.00</b>   | <b>-6,000.00</b>   | <b>0.0%</b>   |
| <b>3.0 · Communications</b>                |                  |                   |                    |               |
| 3.1 · Repeater Site Rental                 | 1,920.00         |                   |                    |               |
| 3.2 · Web Site                             | 900.00           |                   |                    |               |
| 3.4 · Radio & Repeater Batteries           | 106.53           |                   |                    |               |
| 3.0 · Communications - Other               | 0.00             | 21,500.00         | -21,500.00         | 0.0%          |
| <b>Total 3.0 · Communications</b>          | <b>2,926.53</b>  | <b>21,500.00</b>  | <b>-18,573.47</b>  | <b>13.6%</b>  |
| <b>4.0 · Fire Protection</b>               |                  |                   |                    |               |
| 4.1 · Personal Protection Equipment        | 2,496.08         | 14,000.00         | -11,503.92         | 17.8%         |
| 4.3 · Operating Supplies & Equipment       | 10,176.60        | 23,000.00         | -12,823.40         | 44.2%         |
| 4.5 · Equipment Repair & Maintenance       | 702.11           | 4,000.00          | -3,297.89          | 17.6%         |
| 4.6 · Fire Training                        | 0.00             | 3,000.00          | -3,000.00          | 0.0%          |
| 4.7 · Fire Protection Verdi Long Vall      | 0.00             | 48,000.00         | -48,000.00         | 0.0%          |
| 4.8 · Fire Protection Loyalton             | 0.00             | 52,000.00         | -52,000.00         | 0.0%          |

**Sierra County Fire Protection District #1**  
**Profit & Loss Budget vs. Actual**

Accrual Basis

July through September 2022

|   | <u>Jul - Sep 22</u> | <u>Budget</u> | <u>\$ Over Bud...</u> | <u>% of Budget</u> |
|---|---------------------|---------------|-----------------------|--------------------|
| <b>4.9 · Fire Labor</b>                             |                     |               |                       |                    |
| 4.905 · OES Preposition                             | 18,920.20           |               |                       |                    |
| 4.998 · Meals                                       | 2,562.18            |               |                       |                    |
| <b>Total 4.9 · Fire Labor</b>                       | 21,482.38           |               |                       |                    |
| <b>4.11 · Uniforms</b>                              | 0.00                | 2,000.00      | -2,000.00             | 0.0%               |
| <b>Total 4.0 · Fire Protection</b>                  | 34,857.17           | 146,000.00    | -111,142.83           | 23.9%              |
| <b>5.0 · Insurance</b>                              |                     |               |                       |                    |
| 5.1 · Workers Compensation Insur                    | 4,698.75            |               |                       |                    |
| 5.2 · Liability, Facility, Vehicle                  | 6,681.31            |               |                       |                    |
| 5.0 · Insurance - Other                             | 0.00                | 29,000.00     | -29,000.00            | 0.0%               |
| <b>Total 5.0 · Insurance</b>                        | 11,380.06           | 29,000.00     | -17,619.94            | 39.2%              |
| <b>6.0 · Vehicle Repair &amp; Maintenance</b>       |                     |               |                       |                    |
| 6.1 · Fuel  | 1,709.92            |               |                       |                    |
| 6.2 · Labor - Vehicles                              | 2,000.00            |               |                       |                    |
| 6.3 · Parts   | 2,230.71            |               |                       |                    |
| 6.7 · Tools Auto                                    | 26.25               |               |                       |                    |
| 6.0 · Vehicle Repair & Maintenance - Other          | 0.00                | 40,000.00     | -40,000.00            | 0.0%               |
| <b>Total 6.0 · Vehicle Repair &amp; Maintenance</b> | 5,966.88            | 40,000.00     | -34,033.12            | 14.9%              |
| <b>7.0 · Utilities</b>                              |                     |               |                       |                    |
| 7.1 · Electric                                      | 1,116.94            |               |                       |                    |
| 7.3 · Water   | 173.49              |               |                       |                    |
| 7.4 · Solid Waste & Groundwater                     | 854.77              |               |                       |                    |
| 7.5 · Telephone                                     | 284.55              |               |                       |                    |
| 7.6 · Internet                                      | 654.00              |               |                       |                    |
| 7.0 · Utilities - Other                             | 0.00                | 21,927.00     | -21,927.00            | 0.0%               |
| <b>Total 7.0 · Utilities</b>                        | 3,083.75            | 21,927.00     | -18,843.25            | 14.1%              |
| <b>8.0 · Capital Asset/Mitigation Exp</b>           |                     |               |                       |                    |
| 8.1 · USDA Rescue Truck Loan Payment                |                     |               |                       |                    |
| 8.101 · Interest Expense                            | 515.76              |               |                       |                    |
| 8.1 · USDA Rescue Truck Loan Payment - Ot...        | 32,810.53           | 6,088.00      | 26,722.53             | 538.9%             |
| <b>Total 8.1 · USDA Rescue Truck Loan Payment</b>   | 33,326.29           | 6,088.00      | 27,238.29             | 547.4%             |
| 8.11 · Sattley Well Pump                            | 1,308.67            | 15,000.00     | -13,691.33            | 8.7%               |
| <b>Total 8.0 · Capital Asset/Mitigation Exp</b>     | 34,634.96           | 21,088.00     | 13,546.96             | 164.2%             |
| <b>10.0 · Transfer to Reserves</b>                  |                     |               |                       |                    |
| 10.1 · Transfer to Capital Reserve                  | 0.00                | 180,000.00    | -180,000.00           | 0.0%               |
| 10.2 · Transfer to Mitigation Reserve               | 0.00                | 30,000.00     | -30,000.00            | 0.0%               |
| 10.3 · Transfer to Prepayment Reserve               | 0.00                | 20,000.00     | -20,000.00            | 0.0%               |
| <b>Total 10.0 · Transfer to Reserves</b>            | 0.00                | 230,000.00    | -230,000.00           | 0.0%               |
| <b>Total Expense</b>                                | 112,908.77          | 628,250.00    | -515,341.23           | 18.0%              |
| <b>Net Income</b>                                   | <b>-94,816.99</b>   | <b>0.00</b>   | <b>-94,816.99</b>     | <b>100.0%</b>      |

**Sierra County Fire Protection District #1**  
**Balance Sheet**

Accrual Basis

As of September 30, 2022

|                                       | Sep 30, 22          |
|---------------------------------------|---------------------|
| <b>ASSETS</b>                         |                     |
| <b>Current Assets</b>                 |                     |
| <b>Checking/Savings</b>               |                     |
| 105 · Sierra County Investment Pool   | 109,810.85          |
| 110 · Wells Fargo Operating 7568      | 417,471.05          |
| 115 · Wells Fargo Savings 6564        | 50,317.72           |
| <b>Total Checking/Savings</b>         | 577,599.62          |
| <b>Total Current Assets</b>           | 577,599.62          |
| <b>Fixed Assets</b>                   |                     |
| 150 · Buildings and Land              | 311,412.14          |
| 152 · Equipment                       | 136,603.37          |
| 154 · Vehicles                        | 530,852.81          |
| 160 · Accumulated Depreciation        | -535,484.00         |
| <b>Total Fixed Assets</b>             | 443,384.32          |
| <b>TOTAL ASSETS</b>                   | <b>1,020,983.94</b> |
| <b>LIABILITIES &amp; EQUITY</b>       |                     |
| <b>Liabilities</b>                    |                     |
| <b>Current Liabilities</b>            |                     |
| <b>Accounts Payable</b>               |                     |
| 20000 · *Accounts Payable             | 30,579.25           |
| <b>Total Accounts Payable</b>         | 30,579.25           |
| <b>Credit Cards</b>                   |                     |
| 6729 · US Bank CalCard                | 1,171.06            |
| <b>Total Credit Cards</b>             | 1,171.06            |
| <b>Total Current Liabilities</b>      | 31,750.31           |
| <b>Long Term Liabilities</b>          |                     |
| 250 · USDA Loan                       | 37,667.47           |
| <b>Total Long Term Liabilities</b>    | 37,667.47           |
| <b>Total Liabilities</b>              | 69,417.78           |
| <b>Equity</b>                         |                     |
| 302 · Net Investment in Fixed Assets  | 401,019.76          |
| 306 · Capital Asset Reserve           | 59,839.37           |
| 309 · Out of District Response Reserv | 20,000.00           |
| 310 · Retained Earnings               | 565,524.02          |
| Net Income                            | -94,816.99          |
| <b>Total Equity</b>                   | 951,566.16          |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>1,020,983.94</b> |

**Sierra County Fire Protection District #1**  
**Unpaid Bills Detail**  
As of October 18, 2022

| Type                                     | Date       | Num          | Due Date   | Aging | Open Balance |
|--|------------|--------------|------------|-------|--------------|
| <b>Alley Electric</b>                    |            |              |            |       |              |
| Bill                                     | 07/29/2022 | 30           | 07/29/2022 | 81    | 1,308.67     |
| Total Alley Electric                     |            |              |            |       | 1,308.67     |
| <b>AT&amp;T</b>                          |            |              |            |       |              |
| Bill                                     | 09/20/2022 | 000018810687 | 10/27/2022 |       | 71.07        |
| Total AT&T                               |            |              |            |       | 71.07        |
| <b>AT&amp;T- Calpine</b>                 |            |              |            |       |              |
| Bill                                     | 09/20/2022 | 000018810689 | 10/27/2022 |       | 23.20        |
| Total AT&T- Calpine                      |            |              |            |       | 23.20        |
| <b>Ben Hitchcock</b>                     |            |              |            |       |              |
| Bill                                     | 09/20/2022 | 09.20.22     | 10/05/2022 | 13    | 987.44       |
| Total Ben Hitchcock                      |            |              |            |       | 987.44       |
| <b>Cascade Fire Equipment</b>            |            |              |            |       |              |
| Bill                                     | 06/24/2022 | 117425       | 06/30/2022 | 110   | 2,625.57     |
| Total Cascade Fire Equipment             |            |              |            |       | 2,625.57     |
| <b>City of Loyalton</b>                  |            |              |            |       |              |
| Bill                                     | 09/20/2022 | 09.20.22     | 10/20/2022 |       | 72.60        |
| Total City of Loyalton                   |            |              |            |       | 72.60        |
| <b>Clint Dudley</b>                      |            |              |            |       |              |
| Bill                                     | 09/20/2022 | 09.20.22     | 10/20/2022 |       | 329.15       |
| Total Clint Dudley                       |            |              |            |       | 329.15       |
| <b>Fire-End &amp; Croker Corporation</b> |            |              |            |       |              |
| Bill                                     | 04/13/2022 | 413403       | 06/30/2022 | 110   | 3,162.06     |
| Total Fire-End & Croker Corporation      |            |              |            |       | 3,162.06     |
| <b>Intermountain Disposal Inc.</b>       |            |              |            |       |              |
| Bill                                     | 09/25/2022 | 73799        | 11/02/2022 |       | 52.29        |
| Total Intermountain Disposal Inc.        |            |              |            |       | 52.29        |
| <b>Jay Huebert</b>                       |            |              |            |       |              |
| Bill                                     | 09/20/2022 | 09.20.22     | 10/20/2022 |       | 493.72       |
| Total Jay Huebert                        |            |              |            |       | 493.72       |
| <b>Jeanne Klose</b>                      |            |              |            |       |              |
| Bill                                     | 09/20/2022 | 09.20.22     | 10/20/2022 |       | 658.30       |
| Total Jeanne Klose                       |            |              |            |       | 658.30       |
| <b>Kelly Champion</b>                    |            |              |            |       |              |
| Bill                                     | 10/15/2022 | 10.15.22     | 10/15/2022 | 3     | 2,600.00     |
| Total Kelly Champion                     |            |              |            |       | 2,600.00     |
| <b>Max Barasso</b>                       |            |              |            |       |              |
| Bill                                     | 09/20/2022 | 09.20.22     | 10/20/2022 |       | 329.15       |
| Total Max Barasso                        |            |              |            |       | 329.15       |
| <b>Mick Connolly</b>                     |            |              |            |       |              |
| Bill                                     | 10/01/2022 | 10.01.22     | 10/15/2022 | 3     | 1,000.00     |
| Bill                                     | 09/20/2022 | 09.20.22     | 10/20/2022 |       | 493.72       |
| Bill                                     | 09/20/2022 | 09.20.22     | 10/20/2022 |       | 3,779.40     |
| Total Mick Connolly                      |            |              |            |       | 5,273.12     |

**Sierra County Fire Protection District #1**  
**Unpaid Bills Detail**  
As of October 18, 2022

| <u>Type</u>                                  | <u>Date</u> | <u>Num</u>      | <u>Due Date</u> | <u>Aging</u> | <u>Open Balance</u> |
|--|-------------|-----------------|-----------------|--------------|---------------------|
| <b>Mike Cory</b>                             |             |                 |                 |              |                     |
| Bill   | 09/20/2022  | 09.20.22        | 10/20/2022      |              | 3,620.63            |
| Total Mike Cory                              |             |                 |                 |              | 3,620.63            |
| <b>Pat Blide</b>                             |             |                 |                 |              |                     |
| Bill   | 09/20/2022  | 09.20.22        | 10/20/2022      |              | 1,645.74            |
| Total Pat Blide                              |             |                 |                 |              | 1,645.74            |
| <b>Paul Roen</b>                             |             |                 |                 |              |                     |
| Bill   | 09/25/2022  | 100             | 10/25/2022      |              | 726.38              |
| Total Paul Roen                              |             |                 |                 |              | 726.38              |
| <b>Plumas-Sierra REC</b>                     |             |                 |                 |              |                     |
| Bill   | 09/30/2022  | 2867            | 10/10/2022      | 8            | 109.88              |
| Bill   | 09/30/2022  | 3310            | 10/21/2022      |              | 36.35               |
| Bill   | 09/30/2022  | 3656            | 10/21/2022      |              | 96.03               |
| Bill   | 09/30/2022  | 5410            | 10/21/2022      |              | 36.35               |
| Bill   | 09/30/2022  | 17453           | 10/21/2022      |              | 95.26               |
| Total Plumas-Sierra REC                      |             |                 |                 |              | 373.87              |
| <b>Plumas-Sierra Telecommunications</b>      |             |                 |                 |              |                     |
| Bill   | 09/30/2022  | 64988           | 10/10/2022      | 8            | 109.00              |
| Bill   | 09/30/2022  | 65061           | 10/21/2022      |              | 109.00              |
| Total Plumas-Sierra Telecommunications       |             |                 |                 |              | 218.00              |
| <b>Rick Maddalena</b>                        |             |                 |                 |              |                     |
| Bill   | 09/12/2022  | 09.12.22        | 10/12/2022      | 6            | 278.66              |
| Total Rick Maddalena                         |             |                 |                 |              | 278.66              |
| <b>Rudy Hoyos (Volunteer)</b>                |             |                 |                 |              |                     |
| Bill   | 09/20/2022  | 09.20.22        | 10/20/2022      |              | 2,962.33            |
| Total Rudy Hoyos (Volunteer)                 |             |                 |                 |              | 2,962.33            |
| <b>Rudy Hoyos Repair</b>                     |             |                 |                 |              |                     |
| Bill   | 10/01/2022  | 10.01.22        | 10/15/2022      | 3            | 600.00              |
| Total Rudy Hoyos Repair                      |             |                 |                 |              | 600.00              |
| <b>Ryan Thompson</b>                         |             |                 |                 |              |                     |
| Bill   | 09/20/2022  | 09.20.22        | 10/20/2022      |              | 493.72              |
| Total Ryan Thompson                          |             |                 |                 |              | 493.72              |
| <b>Serenity Enriquez</b>                     |             |                 |                 |              |                     |
| Bill   | 09/20/2022  | 09.20.22        | 10/20/2022      |              | 2,962.33            |
| Total Serenity Enriquez                      |             |                 |                 |              | 2,962.33            |
| <b>Shawn Trevett</b>                         |             |                 |                 |              |                     |
| Bill   | 09/20/2022  | 09.20.22        | 10/20/2022      |              | 164.57              |
| Total Shawn Trevett                          |             |                 |                 |              | 164.57              |
| <b>Sierra County Tax Collector</b>           |             |                 |                 |              |                     |
| Bill   | 08/30/2022  | 015-052-010-000 | 04/10/2023      |              | 697.90              |
| Total Sierra County Tax Collector            |             |                 |                 |              | 697.90              |
| <b>Sierra Valley Feed &amp; Ranch Supply</b> |             |                 |                 |              |                     |
| Bill   | 09/05/2022  | 40837           | 09/15/2022      | 33           | 7.50                |
| Total Sierra Valley Feed & Ranch Supply      |             |                 |                 |              | 7.50                |



**Sierra County Fire Protection District #1**  
**Unpaid Bills Detail**  
As of October 18, 2022

| Type  | Date       | Num              | Due Date   | Aging | Open Balance     |
|---|------------|------------------|------------|-------|------------------|
| <b>Sierra Valley Home Center</b>              |            |                  |            |       |                  |
| Bill  | 09/03/2022 | 210057           | 09/13/2022 | 35    | 101.88           |
| Bill  | 09/12/2022 | 210448           | 10/10/2022 | 8     | 85.99            |
| Total Sierra Valley Home Center               |            |                  |            |       | 187.87           |
| <b>Sierraville Public Utilities District</b>  |            |                  |            |       |                  |
| Bill  | 09/30/2022 | 031              | 10/30/2022 |       | 57.83            |
| Total Sierraville Public Utilities District   |            |                  |            |       | 57.83            |
| <b>Sierraville Service &amp; County Store</b> |            |                  |            |       |                  |
| Bill  | 09/04/2022 | 1471             | 10/30/2022 |       | 83.14            |
| Bill  | 09/05/2022 | 1476             | 10/30/2022 |       | 18.07            |
| Bill  | 09/05/2022 | 1477             | 10/30/2022 |       | 73.46            |
| Bill  | 09/22/2022 | 1485             | 10/30/2022 |       | 54.66            |
| Total Sierraville Service & County Store      |            |                  |            |       | 229.33           |
| <b>State Compensation Ins. Fund</b>           |            |                  |            |       |                  |
| Bill  | 09/15/2022 | 9013012-22       | 10/10/2022 | 8     | 1,566.25         |
| Bill  | 10/15/2022 | 9013012-22       | 11/10/2022 |       | 1,566.25         |
| Total State Compensation Ins. Fund            |            |                  |            |       | 3,132.50         |
| <b>US Bank</b>                                |            |                  |            |       |                  |
| Bill  | 10/10/2022 | 4866914555526729 | 11/09/2022 |       | 1,171.06         |
| Total US Bank                                 |            |                  |            |       | 1,171.06         |
| <b>TOTAL</b>                                  |            |                  |            |       | <b>37,516.56</b> |



**Sierra County Fire Protection District # 1**  
**PO Box 255**  
**Sierraville, CA 96126**  
[www.sierracountyfireprotectiondistrict1.com](http://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  
PO 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 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,

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](http://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](http://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:

|                        | ACTUAL<br>2020/2021 | ACTUAL<br>2021/2022 | PROJECTED<br>2022/2023 | PROJECTED<br>2023/2024 | PROJECTED<br>2024/2025 | PROJECTED<br>2025/2026 | PROJECTED<br>2026/2027 |
|------------------------|---------------------|---------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Beginning Fund Balance | \$ 964              | \$ -                | \$ 46,426              | \$ 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              |
| Interest Earned        |                     |                     |                        |                        |                        |                        |                        |
| Adjustment*            | \$ (1,135)          | \$ 4,820            |                        |                        |                        |                        |                        |
| Refunds                |                     |                     |                        |                        |                        |                        |                        |
| Total Revenue          | \$ 10,230           | \$ 51,426           | \$ 56,426              | \$ 66,426              | \$ 46,426              | \$ 26,426              | \$ 28,426              |

  

| Annual Expenditures  | Cost         | Total % Funded-<br>Impact Fees |           |           |           |           |           |           |
|--|--------------|--------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| Station 82 - ADA Bldg<br>Compliance/Bathroom Remodel               | \$ 50,000    |                                |           |           |           |           |           |           |
| Station 84 - Upstairs Completion/ADA<br>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    |                                |           |           |           |           |           |           |
| Type II Engine   | \$ 5,000     | 100%                           | \$ 5,000  |           |           |           |           |           |
| 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 | \$ 8,000  |
| Total Expenditures to Date   |              |                                |           |           |           |           |           | \$ -      |
| <b>IMPACT FEE BALANCE</b>  |              |                                | \$ -      | \$ 46,426 | \$ 56,426 | \$ 36,426 | \$ 16,426 | \$ 18,426 |

\*20/21 adjustments reflects \$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  
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## 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 16<sup>th</sup> 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*  
**Kelly Champion, District Clerk**