

PLUMAS LAFCo

Amended REGULAR MEETING AGENDA

MONDAY June 12, 2023

10:00 AM

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 Main Street
QUINCY, CALIFORNIA

Website: www.plumaslafco.org

ZOOM Participation

You may also use your computer or smart device to watch the video conference and make comments by downloading the Zoom ICloud Conference app or on the Zoom website, or you may dial in with your phone for audio only. See below for instructions on how to join.

The LAFCO meeting is accessible for public comment via live streaming at:
<https://us02web.zoom.us/j/84740785845?pwd=VjAvVmhhRY3ZZL2d6aHVuYyt0TkpmZ09>

or by phone at:

Phone Number 1-669-900-9128

Meeting ID: 847 4078 5845

Passcode: 239354

If you have any problems joining the meeting, please call LAFCo at (530)283-7069.

This meeting is being agendized to allow staff and the public to participate via teleconference or other electronic means pursuant to the Governor's Executive Orders N-25-20 & N-29-20 and dated March 12 & 17, 2020 and Pumas LAFCo Resolutions 2021-0006 and 2021-0007. These Executive Orders authorize local legislative bodies to hold a public meeting via teleconference and to make public meetings accessible telephonically to all members of the public and staff in effort to observe social distancing recommendations in effect for the entire country.

(All meeting materials are available on LAFCo's Website: www.plumaslafco.org)

Commissioners:

Bill Powers, City Member, Chair
Pat Morton, City Member
Kevin Goss, County Member, Vice Chair
Tom McGowan, County Member
Matthew Haesche, Public Member
Jim Murphy, City Member Alt.
Jeff Engel, County Member Alt.
Phil Oels, Public Member Alt.

Staff:

Jennifer Stephenson, Executive Officer
Cheryl Kolb, Clerk
P. Scott Browne, Counsel

MEETING - CONVENES AT 10:00 A.M.

1. CALL TO ORDER: Pledge of Allegiance and Roll Call

2. Approval of Agenda (additions or deletions)

3. Correspondence:

- a) LAFCO Cure and Correct Letter to Grizzly Lake CSD and Response*
- b) Letter from members of the public regarding separation of Crocker and Delleker systems under 2 special districts*
- c) Letter from Pat Guillory, General Manager, Grizzly Lake Community Services District*
- d) Request for Action by CALAFCO to support AB 1753 (omnibus bill)*

4. CONSENT ITEM (S)

- a) Approve minutes for April 17, 2023 meeting.*

5. Public Comment

Members of the public are invited to address the Commission on any matter of interest to the public that is not on the agenda for a period of time not exceeding 5 minutes. Pursuant to the Brown Act, the Commission cannot take any action on items not listed on the posted agenda but may add to a future agenda matters brought up under public comments for appropriate action at a future meeting.

6. Authorize payment of Claims for April 2023 and May 2023

- a) Authorize payment of claims April 2023 and May 2023.*

PUBLIC HEARINGS and ACTION ITEMS:

7. Public Hearing regarding the Final 2023-2024 LAFCo Budget

- a) *Review Executive Officer's report.*
- b) *Conduct public hearing and consider LAFCo Resolution 2023-0003 adopting a Final LAFCo Budget for Fiscal Year 2023-2024.*

8. Consider Amendment to Contract for EO Services

- a) *Review and consider Executive Officer contract amendment.*

9. Consider Cancellation of CalPERS Contract

- a) *Review valuation report from CalPERS.*
- b) *Provide direction to staff whether to proceed with contract cancellation process and invite CalPERS representative to virtually attend next regular meeting in August.*

10. Consider Request by IVCSO and CMFPD for Reduced Application Fees

- a) *Review letter from IVCSO and CMFPD.*
- b) *Consider reducing or eliminating application fees for annexation/dissolution application by Crescent Mills FPD and Indian Valley CSD.*

11. Public Hearing to Consider Formation of Beckwourth Peak Fire Protection District and Reorganization of Applicant Agencies

- a) *Receive EO report.*
- b) *Open public hearing.*
- c) *Continue public hearing to special meeting on June 26, 2023 @ 10am.*

12. CALAFCO Conference

- a) *Nominate a County Member or a District Member for the CALAFCO Board of Directors.*
- b) *Determine attendance at the CALAFCO Annual Conference in Monterey Oct. 18-20.*
- c) *Requests for session topics.*
- d) *Designate voting delegate and alternate to represent and vote on behalf of LAFCo at the Conference.*
- e) *Authorize the expenditure of funds to attend the CALAFCO Annual Conference.*
- f) *Consider nominations for CALAFCO Annual Achievement Awards.*

DISCUSSION ITEMS (no action to be taken):

13. Executive Officer's Report

- a) *GLCSD MSR*
- b) *Cemetery District Reorganization*
- c) *EPRFPD MSR and SOI*
- d) *CPUD Annexation Application – possible special meeting July 17, 2023*
- e) *Leg. Committee Report*

14. Commissioner Reports

This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCo, and legislative matters.

15. Adjourn to next regular meeting.

LAFCo's next special meeting to take place 10:00 am on June 26, 2023

The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.

Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56325.1

Accessibility

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting.

The location of this meeting is wheelchair-accessible. If other accommodations are required to assist a person with a disability to participate in the meeting, please contact the Commission Clerk 24 hours before the meeting as indicated below.

Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Plumas LAFCO must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660.

A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Late-Distributed Materials. Any material submitted to the Commission after this agenda is posted will be made available for public inspection as soon as possible in the Plumas County Planning Department office at 555 Main Street, Quincy, CA. and at the LAFCo Webpage www.plumaslafco.org

Contact LAFCo Staff LAFCo staff may be contacted at 530-283-7069 or by mail at LAFCo of Plumas County, 5050 Laguna Blvd #112-711, Elk Grove, CA 95758 or by email at jennifer@pcateam.com or by fax at 888-501-0395.

Chair:

Bill Powers

Commissioners:

Tom McGowan

Kevin Goss

Pat Morton

Matthew Haesche

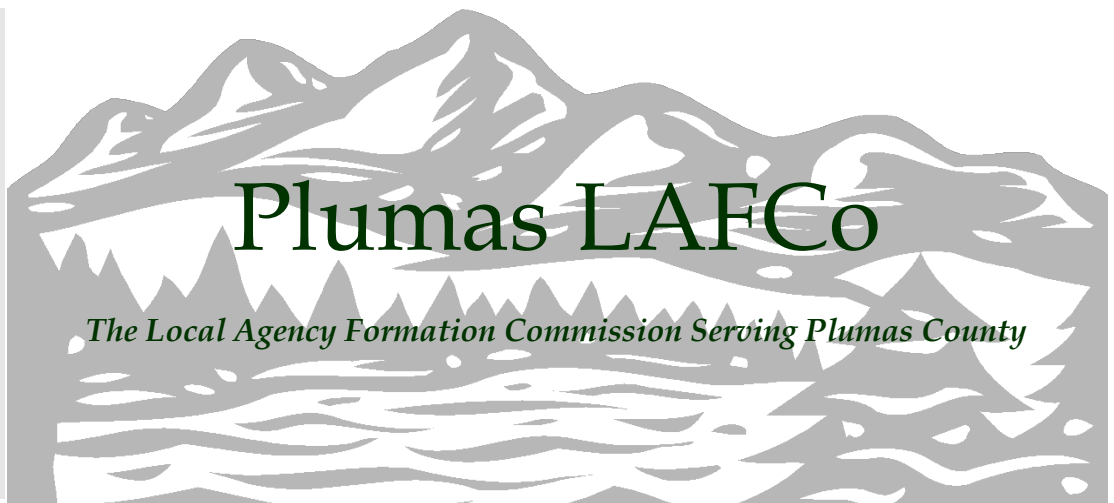
Jeff Engel, Alt.

Executive Officer:

Jennifer Stephenson

Clerk:

Cheryl Kolb



April 21, 2023

Board of Directors

Grizzly Lake Community Services District

119 Delleker Drive,

Portola, California 96122

Re: Cure and Correct of GLCSD Board Action

Dear GLCSD Board,

I am writing to you regarding recent action by the GLCSD Board to appoint a new Director. This is an issue that is more properly addressed with your District legal counsel. However, district governance is an issue LAFCo does consider when writing Municipal Service Reviews and Sphere of Influence Updates. This letter constitutes formal correspondence and must be shared with the entire Board of Directors and the public at GLCSD's next meeting.

The Commission has tasked LAFCo staff with writing this letter to call your attention to what is a substantial violation of a central provision of the Ralph M. Brown Act, one which may jeopardize the finality of the action taken by Grizzly Lake Community Services District.

In its meeting of April 12, 2023, the GLCSD Board of Directors took action to appoint an individual to a vacancy on the Board. In so doing, the GLCSD Board of Directors took "action" as defined in Government Code §54952.6 because "a majority of the members took an actual vote when sitting as a body or entity, upon a motion, proposal, resolution, order or ordinance."

The action violated the Brown Act because it was taken on a matter that was not properly described/included in the agenda for the open meeting at which the action

was taken, and none of the exceptions specified in Government Code §54954.2(b) were satisfied.

As you are aware, the Brown Act creates specific agenda obligations for notifying the public with a “brief description” of each item to be discussed or acted upon, and also creates a legal remedy for illegally taken actions — namely, the judicial invalidation of them upon proper findings of fact and conclusions of law.

Pursuant to that provision (Government Code §54960.1), the Plumas Local Agency Formation Commission demands that the GLCSD Board of Directors cure and correct the illegally taken action as follows: 1) withdraw the appointment of the new Board Member until the GLCSD Board of Directors meets again, 2) appropriately include consideration of the appointment in the posted agenda as required by law and properly notice the public, 3) fully inform the public by making all applications of persons interested in the vacant position available in the printed and online agenda packet, and 4) allow for the full opportunity for informed comment by members of the public on that item at the same meeting prior to the Board voting.

As provided by Government Code §54960.1, you have 30 days from the receipt of this demand to either cure or correct the challenged action or inform LAFCo of your decision not to do so. If you fail to cure or correct as required by law, such inaction will inform the findings in LAFCo’s Municipal Service Review, that is currently in progress on GLCSD, and future LAFCo actions related to the District. Additionally, the failure to cure or correct a Brown Act violation makes GLCSD and its Board open to possible civil and criminal legal action. Consequently, LAFCo hopes that this can be resolved without delay.

Sincerely,

Jennifer Stephenson
Plumas LAFCo, Executive Officer

Cc: District Attorney, David Hollister
County Counsel, Gretchen Stuhr



Grizzly Lake Community Services District

119 Delleker Road, Portola, CA 96122
Tel: (530) 832-5225 • Fax: (530) 832-1319
Email: glcsddelleker@gmail.com

May 1, 2023

Jennifer Stephenson
Plumas LAFCo
5050 Laguna Blvd. Ste. 112-711
Elk Grove, CA 95758

Dear Plumas LAFCo,

This letter is regarding the April 21, 2023, letter received from LAFCo to Cure and Correct the GLCSD Board Action taken on April 12, 2023.

Therefore, the agenda for the Regular Board Meeting of May 10, 2023, will include review of the Applications received and an Appointment of Board Director.

Sincerely,

GLCSD Board of Directors

May 12, 2023

To: LAFCO, Plumas County

Dear Board Members,

How is a Sphere of Influence established? Crocker Mountain Estates is part of Grizzly Lake Community Services District, yet it is 10 miles from the Delleker area.

Crocker Mountain has its own well, tank, and sewer ponds. It exists on its own, and could be run by the residents that use this system. That group should "State of Jefferson" themselves from GLCSD and form their own district.

Also, Grizzly Ranch CSD is in close proximity to Crocker, so why aren't they in the Grizzly Ranch SOI. This needs to be addressed and considered.

We look forward to seeing this on your agenda and reading about the steps it takes to make this happen.

Some Eastern Plumas County Citizens



Grizzly Lake Community Services District

119 Delleker Road, Portola, CA 96122
Tel: (530) 832-5225 • Fax: (530) 832-1319
Email: glcsddelleker@gmail.com

Jennifer Stephenson

Plumas LAFCO

RE: Grizzly Lake Community Services District

A. Rate increase concerns:

1. All completed legitimately with RCAC and GLCSD working together on this project. All items were put on the Website. Also, customers can come in and review all paperwork concerning the rate increase. Customers that have been paying the former rate have gotten too comfortable. The rates had not been raised in 11 years. Customers might want to contact RCAC (Mary Fleming) to get the facts.
2. Most homeowners are purchasing bottled water due to contaminated water:

If more people used their common sense, they would know that this is a fabrication from harassing customers. Do you think that the State Water Board would let the district deliver water if it was contaminated? For more information, please call the State Water Board directly and talk to our regulator. His name is Nick McGann.
3. The BOD did their due diligence when deciding to raise the rates.
4. The protest letters were tabulated by the Secretary of the Board. The rate payers have the right to count them as well. They weren't at the rate meeting to learn and understand why the rates increased. They were here to blame, harass and yell at the Board and Staff.
5. GLCSD does not need fencing around its wells.... they are securely incased in a building. GLCSD does need fencing around the water tank, however the Forest Service owns this property that we lease. It is up to the Forest Service if they will allow fencing.
6. The current employees did turn on the heat in the chemical room. A power outage occurred from the power line being burnt out. It was repaired by Liberty but was too late because due to the pole going down and the time to repair it, the leak had already started.

7. As far as the lack of proper equipment storage is concerned both the skid steer and excavator are stored correctly.
8. All people that need licenses do have them. They can be located on the wall in the district office or from the State Water Board.
9. The State Revolving Grant funding has been in place for several years. Everything has been fulfilled correctly. You don't need a grant writer to receive funding for a specific purpose.
10. The last audit was completed in 2019. It can be located on the website.....under financials. There will be upcoming audits for 20, 21 and 2022 in July 2023.
11. The actual personal vendetta is the other way around. Certain customers continue to harass staff trying to do their jobs. Yes, GLCSD has called the sheriff several times due to the harassment of certain individuals within the Crocker area.
12. Yes.... A former Board Member was let go for harassment, yelling and being biased.
13. That person that filed sexual harassment against another employee was trying to keep from being fired from the company. There was no actual proof from the attorney that conducted the investigation. It is a fact that this employee and the other dismissed employees were the ones embezzling from the company. And that same ex Board Member that was dismissed was on the side of the embezzling employees. That speaks loudly about her character.

Agenda Item #3d)

Good morning, EOs.

As many of you already know, AB 1753 (the CALAFCO sponsored omnibus bill) has passed out of the Assembly and is now set for hearing in the Senate Governance and Finance Committee on June 7th. Consequently, this is a **CALL FOR ACTION** and a request for your letters of support.

To facilitate this request, you will find a Word template Letter of Support attached for your use.

1. Please highlight and copy everything on the template, and paste it on to your own letterhead. Fill in the blanks appropriately, and sign.
2. Submit a scanned copy of the signed letter into the legislative portal located at:

<https://calegislation.lc.ca.gov/Advocates/faces/index.xhtml>

(The Committee, staff, and consultants who are copied on the letter have access to the portal.)

3. Send a copy to me at rlaroche@calafco.org

Of course, another quick shout out has to go out to Joe Serrano for his help and efforts getting this bill to this point. Thank you, Joe!

As usual, please feel free to contact me if you have any questions.

Thank you, all!

René LaRoche
Executive Director

California Association of Local Agency Formation Commissions

1020 12th Street, Suite 222

Sacramento, CA 95814

916-442-6536

www.calafco.org

NOTICE: This email message and/or its attachments may contain information that is confidential or restricted. It is intended only for the individuals named as recipients in the message. If you are NOT an authorized recipient, you are prohibited from using, delivering, distributing, printing, copying, or disclosing the message or its content to others and must delete the message from your computer. If you have received this message in error, please notify the sender by return email.

AB 1753 LAFCo
Suppor...g.docx
22 KB



LAFCO

MEETING MINUTES

**ADJOURNED REGULAR MEETING OF THE LAFCO
COUNTY OF PLUMAS, STATE OF CALIFORNIA
HELD IN QUINCY ON APRIL 17, 2023**

STANDING ORDERS

ZOOM Participation

You may also use your computer or smart device to watch the video conference and make comments by downloading the Zoom iCloud conference app or on the Zoom website, or you may dial in with your phone for audio only. See below for instructions on how to join.

The LAFCO meeting is accessible for public comment via live streaming
at: <https://us02web.zoom.us/j/84740785845?pwd=VjAvVmhRY3ZZL2d6aHVuYyt0TkpmZ09>

or by phone at:

Phone Number 1-669-900-9128

Meeting ID: 847 4078 5845

Passcode: 239354

If you have any problems joining the meeting, please call LAFCo at (530)283-7069.

This meeting is being agendized to allow staff and the public to participate via teleconference or other electronic means pursuant to the Governor's Executive Orders N-25-20 & N-29-20 and dated March 12 & 17, 2020 and Pumas LAFCo Resolutions 2021-0006 and 2021-0007. These Executive Orders authorize local legislative bodies to hold a public meeting via teleconference and to make public meetings accessible telephonically to all members of the public and staff in effort to observe social distancing recommendations in effect for the entire country.

(All meeting materials are available on LAFCo's Website: www.plumaslafco.org)

Commissioners:

Vacant, City Member
Kevin Goss, County Member, Vice Chair
Bill Powers, City Member
Tom McGowan, County Member
Matthew Haesche, Public Member
Vacant, Public Member Alt.
Jeff Engel, County Member Alt.
Pat Morton, City Member Alt.

Staff:

Jennifer Stephenson, Executive Officer
Cheryl Kolb, Clerk
P. Scott Browne, Counsel

MEETING - CONVENES AT 10:00 AM

1. CALL TO ORDER: Pledge of Allegiance and Roll Call

Roll Call.

Present: County Member Kevin Goss, City Member Bill Powers, Public Member Matthew Haesche, Public Member Alt. Pat Morton, County Member Alt. Jeff Engel.

Absent: County Member Tom McGowan.

2. Moment of silence in honor of Commissioner Tom Cooley's service on Plumas LAFCO

3. Approval of Agenda (additions or deletions)

Agenda approved as submitted; no additions or deletions.

4. Correspondence:

- a) Letter to former employees regarding Intent to Cancel Contract with CalPERS

Letters sent last month per CalPERS requirements.

- b) Request to comment on EIR for rezoning of Seneca HD parcels

5. CONSENT ITEM(S)

- a) Approve minutes for December 12, 2022 and February 13, 2023 meetings.

Motion: Approve the amended minutes for December 12, 2022 and the minutes for February 13, 2023, as submitted, **Action:** Approve, **Moved by** City Member Bill Powers, **Seconded by** Public Member Matthew Haesche.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: County Member Kevin Goss, City Member Bill Powers, Public Member Matthew Haesche, City Member Alt. Pat Morton, County Member Alt. Jeff Engel.

6. PUBLIC COMMENT

Members of the public are invited to address the Commission on any matter of interest to the public that is not on the agenda for a period of time not exceeding 5 minutes. Pursuant to the Brown Act, the Commission cannot take any action on items not listed on the posted agenda but may add to a future

agenda matters brought up under public comments for appropriate action at a future meeting.
None.

7. Authorize payment of Claims for February 2023 and March 2023

a) Authorize payment of claims February 2023 and March 2023

b) Authorize transfer of \$10,000 to Reserve Fund

Motion: Authorize payment of claims for February 2023 and March 2023 and transfer \$10,000 to the Reserve Fund, **Action:** Approve, **Moved by** County Member Alt. Jeff Engel, **Seconded by** City Member Bill Powers.

Yes: County Member Kevin Goss, City Member Bill Powers, Public Member Matthew Haesche, City Member Alt. Pat Morton, County Member Alt. Jeff Engel.

PUBLIC HEARINGS and ACTION ITEMS:

8. Election of New Chair

a) Elect Chair to complete current term through October 2023

Motion: Elect Chair to complete current term through October 2023, **Action:** Appoint City Member Bill Powers to complete the current term as Chair through October 2023, **Moved by** County Member Kevin Goss, **Seconded by** County Member Alt. Jeff Engel.

Vote: Motion Passed by unanimous roll call vote (**summary:** Yes = 4).

Yes: County Member Kevin Goss, City Member Bill Powers, Public Member Matthew Haesche, City Member Alt. Pat Morton and County Member Alt. Jeff Engel.

9. Update from EPRFPD on Status of Recommended Improvements

a) Receive report from EPRFPD on status of recommended improvements from SOI Update Report
EPRFPD Board Members Jeanne Graham and Angelina Sutcliffe provided an update.

b) Discussion

No public comments.

10. Public Hearing regarding the Proposed 2023-2024 LAFCo Budget

a) Review Executive Officer's report

b) Provide direction to staff regarding Proposed Workplan

c) Conduct public hearing and consider LAFCo Resolution 2023-0002 adopting a proposed LAFCo Budget for Fiscal Year 2023-2024

No public comment.

Motion: Approve Resolution 2023-0002 adopting the proposed LAFCo Budget for Fiscal Year 2023-2024, **Action:** Approve, **Moved by** County Member Kevin Goss, **Seconded by** Public Member Matthew Haesche.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: County Member Kevin Goss, City Member Bill Powers, Public Member Matthew Haesche, City Member Alt. Pat Morton and County Member Alt. Jeff Engel.

11. Consider selection of a Public Member Alternate to fill a vacancy per Government Code Section 56331

a) Consider selection of a Public Member Alternate

One letter of interest received from Phil Oels.

Motion: Select Phil Oels as the new Public Member Alternate, **Action:** Approve, **Moved by** County Member Kevin Goss, **Seconded by** County Member Alt. Jeff Engel.

Vote: Motion Passed.

Yes: County Member Kevin Goss, City Member Bill Powers, Public Member Matthew Haesche, City Member Alt. Pat Morton and County Member Alt. Jeff Engel.

12. Consider "Cure and Correct" Letter to Grizzly Lake CSD

a) Approve correspondence to be sent on behalf of LAFCo to the Grizzly Lake CSD regarding a Brown Act violation

Motion: Approve correspondence to be sent on behalf of LAFCo to the Grizzly Lake CSD regarding a Brown Act violation, **Action:** Approve, **Moved by** County Member Kevin Goss, **Seconded by** Public Member Matthew Haesche.

Yes: County Member Kevin Goss, City Member Bill Powers, Public Member Matthew Haesche, City Member Alt. Pat Morton and County Member Alt. Jeff Engel.

DISCUSSION ITEMS (no action to be taken):

13. Executive Officer's Report

a) GLCSD MSR

b) Cemetery District Reorganization

c) Fire Reorganization Application and Timeline

d) CPUD Annexation Application

e) Form 700s were due April 3rd to County Elections

f) Staff Workshop

g) Leg. Committee Report

14. COMMISSIONER REPORTS

This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCo, and legislative matters.

County Member Kevin Goss provided an update on the Indian Valley region.

Adjourn to next regular meeting

LAFCO's next regular meeting to take place 10:00 AM on June 12, 2023

THE COMMISSION MAY TAKE ACTION UPON ANY ITEM LISTED ON THE AGENDA. UNLESS OTHERWISE NOTED, ITEMS MAY BE TAKEN UP AT ANY TIME DURING THE MEETING.

ANY MEMBER APPOINTED ON BEHALF OF LOCAL GOVERNMENT SHALL REPRESENT THE INTERESTS OF THE PUBLIC AS A WHOLE AND NOT SOLELY THE INTEREST OF THE APPOINTING AUTHORITY GOVERNMENT CODE SECTION 56325.1

Chair:

Bill Powers, Chair

Commissioners:

Kevin Goss, Vice Chair

Tom McGowan, County

Pat Morton, City

Matthew Haesche, Pub

Jeff Engel, County Alt

Vacant, Pub Alt

Executive Officer:

Jennifer Stephenson

Clerk:

Cheryl Kolb

**LAFCo**

*The Local Agency Formation
Commission Serving Plumas County*

**Claim Authorization Form
April 2023 and May 2023 Expenses**

The Local Agency Formation Commission of Plumas County hereby authorizes the payment of the following claims from the 2022-2023 budget:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
May 3, 2023	Health Care-Gullixson April 23	\$ 758.81
May 6, 2023	Staff Svcs April 2023	\$ 8,753.72
May 11, 2023	Commissioner Per Diem/OASI (April 2023)	\$ 430.61
June 3, 2023	Health Care-Gullixson May 23	\$ 758.81
June 4, 2023	Staff Svcs May 2023	\$ 10,877.48
TOTAL Apr. 23-May 2023 (FY 22-23) - LAFCo expenses:		\$ 21,579.43

DATED: June 12, 2023

APPROVED: June 12, 2023

Bill Powers, Chair Plumas LAFCo

Attest:

Jennifer Stephenson, Executive Officer

Invoice #PLUMAS-2023-4
Policy Consulting Associates, LLC
39774 Via Careza
Murrieta, CA 92563
(310) 936-2639
EIN #: 27-2523069

Date: May 7, 2023

Plumas LAFCO
520 Main St
Quincy, CA 96971

Staff Services

	Hours	Rate	Amount
Jennifer Stephenson, Executive Officer		\$3,750	\$3,750.00
Cheryl Kolb, Clerk (Minutes and agenda mailing)		\$120.00	\$0.00
Cheryl Kolb, Clerk (Records digitization)	17.00	\$35	\$595.00
Dennis Miller, GIS - Mapping for Cemetery Reorg	1.50	\$70	\$105.00
Subtotal			\$4,450.00

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects (2023-1, 2023-2)	65.25	\$ 90.00	\$5,872.50
Jennifer Stephenson, MSR and SOI Updates - Cemeteries, GLCSD	2.50	\$ 90.00	\$225.00
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 45.00	\$0.00
Cheryl Kolb, Applications/Projects, MSRs	5.50	\$ 57.00	\$313.50
Subtotal			\$6,411.00

Reimbursements

Reproduction Costs	\$0.00
Postage	\$0.00
Phone and Communications	\$16.48
Office Supplies	\$0.00
Mileage	\$0.00
Transportation and Travel	\$0.00
Subtotal	\$16.48

Amount Due	\$10,877.48
-------------------	--------------------

Please remit invoices to Policy Consulting Associates, LLC

Jennifer Stephenson

Jennifer Stephenson, Principal

6/2/23

Date

Invoice #PLUMAS-2023-4
Policy Consulting Associates, LLC
39774 Via Careza
Murrieta, CA 92563
(310) 936-2639
EIN #: 27-2523069

Date: May 7, 2023

Plumas LAFCO
520 Main St
Quincy, CA 96971

Staff Services

	Hours	Rate	Amount
Jennifer Stephenson, Executive Officer		\$3,750	\$3,750.00
Cheryl Kolb, Clerk (Minutes and agenda mailing)		\$120.00	\$120.00
Cheryl Kolb, Clerk (Records digitization)	2.00	\$35	\$70.00
Dennis Miller, GIS - Mapping for Cemetery Reorg		\$70	\$0.00
Subtotal			\$3,940.00

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects (2023-1, 2023-2)	24.75	\$ 90.00	\$2,227.50
Jennifer Stephenson, MSR and SOI Updates - Cemeteries, GLCSD	5.75	\$ 90.00	\$517.50
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 45.00	\$0.00
Cheryl Kolb, Applications/Projects, MSRs	0.00	\$ 57.00	\$0.00
Subtotal			\$2,745.00

Reimbursements

Reproduction Costs	\$0.00
Postage	\$0.00
Phone and Communications	\$16.48
Office Supplies	\$0.00
Mileage (Cheryl and Jennifer Workshop mileage @ 0.655/mile)	\$615.70
Transportation and Travel - Staff Workshop (Cheryl registration, room, Jennifer (1/2) and Cheryl per diem @ \$60/day)	\$1,436.54
Subtotal	\$2,068.72

Amount Due	\$8,753.72
-------------------	-------------------

Please remit invoices to Policy Consulting Associates, LLC

Jennifer Stephenson

Jennifer Stephenson, Principal

5/7/23

Date

CALAFCO Staff Workshop April 2023 Reimbursements

Jennifer Stephenson

Registration

Workshop Registration (Cheryl Kolb) for CALAFCO member agency (receipt attached) = **\$439.34**

Mileage (50%)

Murrieta, CA to Murphys, CA roundtrip = $432 \times 2 = 864$ miles

Mileage is split with Lassen LAFCO = $864/2 = 432$

IRS mileage rate 2023 is \$0.65/mile = $\$0.655 \times 432 = \mathbf{\$280.80}$

Per Diem (50%)

Per LAFCO Policy per diem is \$60/day = $\$60 \times 4 \text{ days} = \240

Per Diem is split with Lassen LAFCO = $\$240/2 = \mathbf{\$120}$

Total Reimbursements

\$439.34

\$282.96

\$120.00

\$842.30

Cheryl Kolb

Board

Private rental for 3 nights (receipt attached) = **\$637.20**

Mileage

Quincy, CA to Murphys, CA roundtrip = $254 \times 2 = 508$ miles

IRS mileage rate 2023 is \$0.655/mile = $\$0.65 \times 508 = \mathbf{\$332.74}$

Per Diem (50%)

Per LAFCO Policy per diem is \$60/day = $\$60 \times 4 \text{ days} = \mathbf{\$240}$

Total Reimbursements

\$637.20

\$332.74

\$240.00

\$1,209.94

Item	Insurance	Office	Copies	Communications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications	Travel	Mileage	MSR/SOIs	Commiss	File Management	County
Account Number	SDRMA	Expense									Commission			Stipends		Contract
Total Budgeted	\$3,699.00	\$ 750.00	\$ 400.00	\$ 500.00	\$ 150.00	\$1,815.00	\$2,000.00	\$ 45,000.00	\$ 1,120.00	\$ 800.00	\$ 5,000.00	\$ 1,500.00	\$ 25,000.00	\$ 7,167.00	\$ 3,000.00	\$ 1,000.00
SDRMA Insurance 22-23	(\$2,825)															
CALAFCO Membership 22-23						\$ (1,315.00)										
Healthcare Gullixson July 22																
CalPERS Unfunded Liability (22-23)																
Staff Services (Jul 22)				\$ (15.33)				\$ (3,750.00)					\$ (585.00)			
Healthcare Gullixson Aug 22																
Healthcare Gullixson Sept 22																
Commissioner Mileage Aug												\$ (42.25)				
CalPERS GASB																
Commissioner Stipends Aug														\$ (500.00)		
CALAFCO Conference Registration											\$ (1,475.00)					
Staff Services (Aug 22)				\$ (15.33)				\$ (3,750.00)	\$ (242.50)		\$ (307.50)		\$ (607.50)			
Staff Services (Sept 22)		\$ (49.23)						\$ (3,750.00)	\$ (87.50)				\$ (2,137.50)			
Staff Services (Oct 22)				\$ (15.33)				\$ (3,750.00)	\$ (286.25)		\$ (261.41)	\$ (39.38)	\$ (1,395.00)			
Staff Services (Nov 22)		\$ (83.72)		\$ (15.33)	\$ (75.20)			\$ (3,750.00)					\$ (1,620.00)			
CSDA Membership						\$ (500.00)										
Healthcare Gullixson Oct 22																
Healthcare Gullixson Nov 22																
Conference Reimbursements											\$ (2,015.57)					
Commissioner Stipends Oct														\$ (791.80)		
Commissioner Mileage Oct												\$ (82.00)				
BOE Filing Fees																
Staff Services (Dec 22)				\$ (15.33)				\$ (3,750.00)	\$ (120.00)				\$ (1,575.00)		\$ (35.00)	
Staff Services (Jan 23)	\$ (587.50)		\$ (64.53)	\$ (15.33)				\$ (3,750.00)					\$ (1,890.00)			
Healthcare Gullixson Dec 22																
Healthcare Gullixson Jan 23																
Commissioner Stipends Dec														\$ (791.80)		
Commissioner Mileage Dec												\$ (116.75)				
Healthcare Gullixson Feb 23																
Healthcare Gullixson Mar 23																
Commissioner Stipends Feb														\$ (430.61)		
Legal February 23							\$ (450.00)									
County Contract Services																\$ (490.95)
Staff Services (Feb 23)				\$ (15.33)	\$ (25.44)			\$ (3,750.00)	\$ (120.00)		\$ (566.49)		\$ (1,215.00)		\$ (122.50)	
Staff Services (Mar 23)				\$ (16.48)	\$ (45.84)			\$ (3,750.00)	\$ (87.50)				\$ (2,565.00)			
Staff Services (Apr 23)				\$ (16.48)				\$ (3,750.00)	\$ (190.00)		\$ (374.03)	\$ (615.78)	\$ (517.50)			
Staff Services (May 23)				\$ (16.48)				\$ (3,750.00)					\$ (643.50)		\$ (595.00)	
Healthcare Gullixson Apr 23																
Healthcare Gullixson May 23																
Reserve Transfer																
Commissioner Stipends Apr 23														\$ (791.80)		
TOTAL EXPENDED	(\$3,412)	(\$132.95)	(\$64.53)	(\$156.75)	(\$146.48)	(\$1,815)	(\$450)	(\$41,250)	(\$1,133.75)	\$0	(\$5,000)	(\$896)	(\$14,751)	(\$3,306.01)	(\$753)	(\$490.95)
TOTAL REMAINING	\$ 286.58	\$ 617.05	\$ 335.47	\$ 343.25	\$ 3.52	\$ -	\$ 1,550.00	\$ 3,750.00	\$ (13.75)	\$ 800.00	\$ -	\$ 603.84	\$ 10,249.00	\$ 3,860.99	\$ 2,247.50	\$ 509.05

Item	Health	CalPERS	Agency	TOTAL	RESERVE	Contingency	GCSO	FPD Reorg	Seneca Annex	EP Consolidation	IV Consolidation
Account Number	Insurance	Unfunded	Training	BUDGET	\$63,987.13	4451	File 2022-05	File 20223-01	File 2023-02	File 2018-0001	File 2018-0002
Total Budgeted	\$ 8,500.00	\$ 527.00	\$ -	\$ 107,928.00	\$10,000.00	\$ 5,000.00	\$ 2,750.00	\$8,150.00	\$ 5,975.00	\$ 10,092.26	\$5,358
SDRMA Insurance 22-23				\$ (2,824.92)							
CALAFCO Membership 22-23				\$ (1,315.00)							
Healthcare Gullixson July 22	\$ (690.01)			\$ (690.01)							
CalPERS Unfunded Liability (22-23)		\$ (656.00)		\$ (656.00)							
Staff Services (Jul 22)				\$ (4,350.33)							
Healthcare Gullixson Aug 22	\$ (690.01)			\$ (690.01)							
Healthcare Gullixson Sept 22	\$ (690.01)			\$ (690.01)							
Commissioner Mileage Aug				\$ (42.25)							
CalPERS GASB		\$ (350.00)		\$ (350.00)							
Commissioner Stipends Aug				\$ (500.00)							
CALAFCO Conference Registration				\$ (1,475.00)							
Staff Services (Aug 22)				\$ (4,922.83)							
Staff Services (Sept 22)				\$ (6,024.23)							
Staff Services (Oct 22)				\$ (8,042.37)			\$ (2,295.00)				
Staff Services (Nov 22)				\$ (6,388.01)			\$ (382.50)			\$ (230.63)	\$ (230.63)
CSDA Membership				\$ (500.00)							
Healthcare Gullixson Oct 22	\$ (690.01)			\$ (690.01)							
Healthcare Gullixson Nov 22	\$ (690.01)			\$ (690.01)							
Conference Reimbursements				\$ (2,015.57)							
Commissioner Stipends Oct				\$ (791.80)							
Commissioner Mileage Oct				\$ (82.00)							
BOE Filing Fees				\$ (4,100.00)						\$ (3,800.00)	\$ (300.00)
Staff Services (Dec 22)				\$ (5,495.33)							
Staff Services (Jan 23)				\$ (6,307.36)							
Healthcare Gullixson Dec 22	\$ (690.01)			\$ (690.01)							
Healthcare Gullixson Jan 23	\$ (758.81)			\$ (758.81)							
Commissioner Stipends Dec				\$ (791.80)							
Commissioner Mileage Dec				\$ (116.75)							
Healthcare Gullixson Feb 23	\$ (758.81)			\$ (758.81)							
Healthcare Gullixson Mar 23	\$ (758.81)			\$ (758.81)							
Commissioner Stipends Feb				\$ (430.61)							
Legal February 23				\$ (450.00)							
County Contract Services				\$ (490.95)							
Staff Services (Feb 23)				\$ (5,814.76)					\$ (157.50)		
Staff Services (Mar 23)				\$ (6,464.82)					\$ (225.00)		
Staff Services (Apr 23)				\$ (5,463.79)		\$ (1,062.61)		\$ (1,800.00)	\$ (427.50)		
Staff Services (May 23)				\$ (5,004.98)				\$ (3,397.50)	\$ (2,475.00)		
Healthcare Gullixson Apr 23	\$ (758.81)			\$ (758.81)							
Healthcare Gullixson May 23	\$ (758.81)			\$ (758.81)							
Reserve Transfer				\$ -	\$ (10,000.00)						
Commissioner Stipends Apr 23											
				\$ -							
TOTAL EXPENDED	(\$7,934.11)	(\$1,006)	\$0	(\$89,145.57)	\$ (10,000.00)	\$ (1,062.61)	\$ (2,677.50)	\$ (5,197.50)	\$ (3,285.00)	\$ (4,030.63)	\$ (530.63)
TOTAL REMAINING	\$ 565.89	\$ (479.00)	\$ -	\$ 18,782.43	\$73,987.13	\$ 3,937.39	\$ 72.50	\$ 2,952.50	\$ 2,690.00	\$ 6,061.63	\$ 4,827.37

Plumas LAFCo

EXECUTIVE OFFICER'S REPORT

MEETING DATE: June 12, 2023

TO: LAFCO Commissioners

FROM: Jennifer Stephenson, Executive Officer

SUBJECT: FINAL Budget for the 2023-2024 Fiscal Year

EXECUTIVE OFFICER'S RECOMMENDATION: Review the proposed FINAL budget for the 2023-2024 Fiscal Year, amend as necessary, adopt the FINAL budget, and adopt the attached resolution (Resolution 2023-0003) approving the FINAL budget.

Attached is the proposed FINAL budget for Plumas LAFCO. The overall goal of this budget is to conduct LAFCO business in a proactive and sustainable manner involving the community while meeting the overall requirements of the Cortese-Knox-Hertzberg Act in the most economical manner.

The Budget Justification report prepared for the April 17, 2023 meeting discusses the justification for various expenditure items in the Proposed Budget. The Proposed FINAL budget is generally the same as the April 2023 adopted Proposed Budget, with the following exceptions:

- CalPERS provided an initial valuation of \$92,900 to cancel the contract. In order to budget for that full payment with the most minimal impact on the City and County apportionments, it is recommended that \$40,000 be used from LAFCo's reserves towards the final payment.
- Certain budget items were reduced to further mitigate the size of the budget. The MSR/SOI proposed budget was reduced from \$25,400 to \$23,400 and the proposed budget for health insurance was reduced from \$10,000 to \$2,276 based on the Commissions direction to continue with cancelling health insurance coverage. This amount will cover health insurance for 3 months into the fiscal year. The contingency budget was reduced from \$5,000 to \$3,000.
- The roll-over fund balance is anticipated to be slightly less than originally projected and will be approximately \$18,000.
- As a result of these adjustments, contributions by the City and County will be higher than originally proposed at \$67,347 each.

SUMMARY OF EXPENSES:

Commissioner Stipends In FY 21-22, the stipend was reinstated for all Commissioners and in FY 22-23 the Commissioners were categorized as employees.

The proposed budget includes stipends for all members as well as the employer share of FICA at \$5,167.

Liability and Worker's Compensation Insurance SDRMA is raising rates up to \$2,919. Additionally, the Worker's Compensation insurance is anticipated to remain unchanged \$587.50. In total, \$3,506.50 is budgeted for this item.

Memberships The Commission recommended in its proposed budget \$1,924.00 for CALAFCO and CSDA dues to reflect the nominal increase in dues.

Office Expense -Printing The budget allocated for printing purposes of special reports and agenda packets is \$400.

Office Expense – Postage The budget allocated for mailing of special reports, agenda packets, and communications with agencies is \$150.

Communications With the implementation of phone and (800) line changes, the communications budget is comprised solely of a Zoom membership totaling \$200.

Office Expense – Board Room Rental/Office Supplies This item covers office supply purchases. \$750 has been budgeted for this item in the upcoming fiscal year to account for the cloud storage system for digital archives.

Legal Services The Commission recommended in its proposed budget \$2,000 for this item, which includes miscellaneous general legal services. Legal services related to project processing will be billed to applicants.

LAFCo Staff Services The Commission recommended in its proposed budget \$48,700 for General Executive Officer services and \$1,300 for LAFCO Clerk Services for taking and transcribing meeting minutes and mailing of agenda packages.

Legal Notices/Publications The Commission recommended in its proposed budget \$500.00 for legal notices. Given the cost of increased legal advertising and the projected workload this amount is reasonable.

Personal Mileage This item remains \$1,500.00 for mileage costs for projects and for commissioners to attend LAFCO meetings.

Transportation and Travel The Commission recommended in its proposed budget \$5,000, which should be sufficient to cover staff participation in the CALAFCO Staff Workshop and for two Commissioners and staff to attend the CALAFCO Conference. This year's Annual CALAFCO Conference is on October 18 - October 20 in Monterey for Commissioners.

Special Projects/MSRs These are proposed to be funded at \$23,500. This amount will be used to supplement application fees for fire reorganizations, other MSRs, continued assistance with cemetery district reorganization, and initiate a countywide fire service data collection and MSR.

County Contract and Misc Services This item includes funds for financial management and is budgeted for \$1,000 and incidental costs.

Health Insurance – Gullixson This item is funded at \$2,276 to pay for the former Executive Officer's health insurance until cancellation.

Unfunded PERS Liability This item is funded at \$92,900 to cancel Plumas LAFCo's contract with CalPERS.

File Scanning and Management Over the last three years, LAFCo staff has worked on setting up a system for file digitization. This year it is recommended that \$3,000 be budgeted to continue scanning into an electronic format and managing the LAFCo files.

Contingency The Commission recommended in its proposed budget a contingency of \$3,000.

Reserve Fund: The Commission has chosen to work on developing a reserve and adopted a reserve fund policy of \$100,000 in its Policies and Procedures in 2019. At present, the Reserve Fund balance is \$74,079. The Final Budget proposes using \$40,000 of the reserve fund for the payment of the cancellation of the CalPERS contract.

SUMMARY OF ANTICIPATED REVENUE

\$5,000 of Anticipated Fee Deposits for LAFCO project processing is included in this budget.

CARRYOVER

This year it was thought LAFCO would expend most of its entire budget. However, the carryover is higher than anticipated. Therefore, there will be an anticipated carryover of \$18,000, all of which is to be re-budgeted in FY 22-23 to lessen the burden on the financing agencies.

CITY/COUNTY SHARE OF THE COSTS OF LAFCO

The City/County Share of LAFCO is \$67,347.07 for the City and \$67,347.07 for the County.

Recommendation:

- a. Review, discuss, and consider the 2023-2024 Final Budget. A budget justification report for FY 2023-2024 was prepared by staff prior to the adopted proposed budget.
- b. Adopt LAFCO Resolution 2023-0003 approving a final budget.

Attachments:

Resolution 2023-0003, Adopting the FINAL 2023-2024 LAFCO Budget

Resolution 2023-0003
of the
PLUMAS Local Agency Formation
Commission

Resolution of the Plumas Local Agency Formation Commission

Adopting a Final Budget for 2023-2024

WHEREAS, Plumas LAFCO is required by Government Code Section 56381(a) to adopt annually, following a noticed public hearing, a proposed budget by May 1st and a final budget by June 15th; and,

WHEREAS, the Commission has prepared a final budget for public review; and,

WHEREAS, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of both the proposed and final budget and upon the date, time and place specified in said notice of hearing, the Commission heard, discussed and considered all oral and written testimony submitted including, but not limited to, the approved budget priorities for Fiscal Year 2023-2024 and the Executive Officer's report and recommendations; and

WHEREAS, the Commission has considered the attached Final Budget in light of the requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000;

NOW THEREFORE, the Plumas Local Agency Formation Commission does hereby determine, resolve, and order the following:

1. That Plumas LAFCO hereby adopts the attached Exhibit "A" final 2023-2024 budget.
2. Directs the Executive Officer to transmit the final budget to the Auditor and all parties specified in Government Code Section 56381 (a) as promptly as possible.
3. The Commission hereby requests the Auditor to collect the funds in accordance with Government Code Section 56381 (c). In the event of non-payment of LAFCO funds by any agency subject to LAFCO's apportionment, the Commission hereby requests and authorizes the Auditor to collect the funds from property tax revenues or any other revenue source and deposit the funds into the LAFCO account.

PASSED AND ADOPTED by the Plumas Local Agency Formation Commission at a regular meeting of said Commission held on June 12, 2023 by the following roll call vote:

AYES: -

NOES: -

ABSTAINS: -

ABSENT: -

Signed and approved by me after its passage this 12th day of June 2023.

Bill Powers, Chair
Plumas LAFCO

Attest:

Jennifer Stephenson, Executive Officer
Plumas LAFCO

OBJECT LEVEL/ACCOUNT	FY 2021-2022	FY 2022-2023	FY 2022-2023	FY 2023-2024	
	FINAL BUDGET	FINAL BUDGET	AS OF 5/31/2023	FINAL BUDGET	
EXPENDITURES*					NOTES
Commissioner Stipends	\$4,800.00	\$7,167.20	\$3,306.00	\$5,167.20	If stipend is continued with employee status. Plus employer share of social security and medicare of 7.65%. Had previously included an additional \$2,000 added to pay for back payments for 2019-2022 for social security and medicare.
Liability Insurance and Workers Comp Insurance	\$2,648.06	\$3,699.00	\$3,412.50	\$3,506.50	Based on maximum estimate received from SDRMA \$2,919 and \$587.50 for workers comp from State Compensation Insurance Fund.
Memberships	\$1,754.00	\$1,815.00	\$1,815.00	\$1,924.00	CALAFCO dues increased according to CPI of 8.27% from \$1,315 to \$1,424. \$500 CSDA membership.
Office Expense – Printing	\$800.00	\$400.00	\$64.53	\$400.00	A majority attributed to agenda packet printing. Because Commissioners are not receiving printed agendas, this cost is greatly reduced.
Postage	\$300.00	\$150.00	\$146.48	\$150.00	Same as printing. Been trying to transition to email transmittals to the degree possible.
Communications	\$1,100.00	\$500.00	\$156.75	\$200.00	Moved phone number to County system and are not billed, greatly reducing this cost. Also, eliminated the 800 number. Anticipate continuing Zoom services at \$16.48 per month.
Office expenses/Board Room rental/general	\$600.00	\$750.00	\$132.95	\$750.00	Online Cloud services \$450 plus \$300 for incidentals. Note Dropbox payment goes out in June.
Professional Svcs. – Legal Counsel	\$2,000.00	\$2,000.00	\$450.00	\$3,000.00	Anticipated making more use of legal counsel given existing complexity of projects.
Professional Svcs. – LAFCo Staff	\$42,000.00	\$45,000.00	\$41,250.00	\$48,720.00	Has been \$3750 per month. CPI increase would be \$4060.
LAFCo Clerk Costs	\$1,120.00	\$1,120.00	\$1,133.75	\$1,300.00	Has been \$120 per meeting, plus \$400 for clerk services. Would like to increase Clerk meeting payment to \$150 given greater demand with new minutes and agenda system.
Publications/Legal Notices	\$800.00	\$800.00	\$0.00	\$500.00	While some portion is related to projects with associated fee deposits, it is good to have some extra for unanticipated costs such as in FY18-19. Additionally, there will be associated costs should LAFCO initiate reorganizations. However, without local newspapers in print, publication costs have greatly reduced. Note that we have had publications this year but Mountain Messenger has not sent bills.
Personal Mileage - Commissioners	\$1,500.00	\$1,500.00	\$896.00	\$1,500.00	Meetings have gone back to in person where Commissioners will be driving.
Transportation & Travel (Special)	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	Conference for 2 Commissioners and 1 staff. Staff workshop for staff. Conference in Monterey Oct 18 - Oct 20.
MSR/SOI Updates/Special Projects	\$26,000.00	\$25,000.00	\$14,751.00	\$23,400.00	Work plan - Supplement fire reorganization efforts, continued support of cemetery district reorganization, perhaps a countywide fire MSR to consider fire reorganization options. GLCSD MSR, IVCSO and CMFPD Consolidation. (Reduced from proposed to cover CalPERS payment).
County Contract and Misc. Services	\$1,000.00	\$1,000.00	\$490.95	\$1,000.00	For accounting with County. Depends on amount of time spent, which could fluctuate, but has consistently been below \$1,000.
Health Insurance-Gullixson	\$7,800.00	\$8,500.00	\$7,934.11	\$2,276.43	Payments went from \$689.40 to \$758.81 this year. If CalPERS contract is cancelled then will not be eligible for CalPERS health insurance. Very unclear if it is necessary to continue providing that. (Reduced from proposed to cover CalPERS payment). This amount will cover 3 months into the next fiscal year to allow for cancellation of contract.
PERS Unfunded Liability	\$177.00	\$527.00	\$1,006.00	\$92,900.00	Valuation is an estimate and may change if growth changes over next couple of months.
LAFCo File Management - Scanning	\$3,000.00	\$3,000.00	\$753.00	\$3,000.00	
Agency Training	\$0.00	\$0.00	\$0.00	\$0.00	
Total Services & Supplies	\$102,399.06	\$107,928.20	\$82,699.02	\$194,694.13	
RESERVE FUND	\$10,000.00	\$10,000.00	\$10,000.00	-\$40,000.00	Adopted policy in Bylaws to maintain a \$100,000 reserve fund. Current balance is \$74,079.48. Recommend using \$40,000 to cover a portion of the CalPERS payment. Ending balance would be \$34,079.48.
CONTINGENCY	\$5,000.00	\$5,000.00	\$1,062.61	\$3,000.00	
TOTAL LAFCO BUDGET	\$117,399.06	\$122,928.20	\$93,761.63	\$157,694.13	
REVENUES AND DEPOSITS					
Anticipated Cash Balance as of July 1st	-\$18,000.00	-\$19,000.00	\$19,000.00	-\$18,000.00	Current cash balance is \$26,697.51, but have not received County's apportionment.
ANTIC FEE DEPOSIT LIABILITIES	-\$5,000.00	-\$5,000.00	-\$16,875.00	-\$5,000.00	While many applications are anticipated. The specific number in this FY cannot be predicted. Additionally, generally doesn't fund operations, just covers costs associated with applications. Additional application fees are anticipated this FY.
Interest	\$0.00	\$0.00	\$0.00	\$0.00	Interest is directed to Reserve Fund. Does not contribute to operating budget. Do not have interest income numbers for this fiscal year.
City Share – LAFCO Cost	\$47,199.53	\$49,464.10		\$67,347.07	
County Share – LAFCO Cost	\$47,199.53	\$49,464.10		\$67,347.07	
Total Due from Other Gov'ts.	\$94,399.06	\$98,928.20		\$134,694.13	

PLUMAS LAFCO
AMENDED AGREEMENT FOR THE PROVISION OF EXECUTIVE OFFICER SERVICES

This Agreement for the Provision of Executive Officer Services (hereinafter, the "Agreement") originally entered into on the 26th day of February 2018, and amended on the 11th day of April 2022, is hereby further amended- on the 12th day of June 2023 and shall be effective July 1st, 2023~~2~~, by and between the Plumas Local Agency Formation Commission (hereinafter "LAFCO" or the "Commission") and Policy Consulting Associates, LLC (hereinafter, "Contractor").

RECITALS

WHEREAS, LAFCO was formed and operates pursuant to the provisions of the Cortese/Knox Local Governmental Reorganization Act (Government Code Sections 56000, et seq.) Sections 56375 and 56384 provide that the Commission may appoint an Executive Officer and may contract for professional and consulting services to carry out and effect the functions of the Commission; and

WHEREAS, LAFCO desires to retain Contractor as its Executive Officer; and

WHEREAS, Contractor has the necessary expertise to perform such services, is qualified, and willing to perform these services for LAFCO.

NOW, THEREFORE, IT IS HEREBY AGREED as follows:

Article 1.
CONTRACTOR'S RESPONSIBILITIES

Section 1.01 Duties

Contractor shall serve as Executive Officer and shall perform all Executive Officer duties as specified in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 and other applicable statutes and as directed by the Commission. Said duties shall include but are in no way limited to:

Contractor shall provide necessary secretarial and support services, including clerking meetings, and maintaining the records of LAFCO.

Contractor shall provide general information to the public, individually and to groups, regarding LAFCO statutes, policies, and concepts of orderly governmental boundaries through direct participation.

Contractor shall oversee the maintenance and updating of the LAFCO web page.

Contractor shall maintain and regularly update LAFCO's policies and procedures and bylaws and direct the day to day operations of LAFCO.

Contractor shall either prepare or cause to be prepared municipal service reviews and sphere updates for all Plumas County agencies as required by CKH and in accordance with the work program approved by the Commission. Contractor shall also prepare or supervise the preparation of complex environmental reviews, and other special studies, as authorized.

Contractor shall attend all LAFCO meetings, unless otherwise directed by the Commission.

Contractor shall generate all necessary staff reports for matters before the Commission and will prepare all necessary CEQA (California Environmental Quality Act) documents.

Contractor to represent Plumas LAFCO at California Association of Local Agency Formation Commission sponsored meetings, conferences and workshops.

It is the responsibility of the Contractor to operate within LAFCO's given budgetary appropriations. Contractor shall manage LAFCO's budget.

Section 1.02 Independent Contractor

It is specifically understood and agreed that in the making and performance of this Agreement, Contractor is an independent contractor and is not an employee, agency or servant of LAFCO.

Section 1.03 Insurance

Contractor shall not commence work under this Agreement until it has obtained all the insurance required herein, certificates of insurance have been submitted to LAFCO and said insurance has been approved by LAFCO. The certificates of insurance shall contain a provision that coverage afforded under the policies will not be canceled until at least twenty (20) days prior written notice has been given to LAFCO.

Any failure of Contractor to maintain the insurance required by this paragraph, or to comply with any of the requirements of this paragraph, shall constitute a material breach of the entire Agreement.

Certificates evidencing the issuance of the following insurance shall be filed with LAFCO within ten (10) days after the date of execution of this Agreement by Contractor:

- (a) Compensation Insurance. Contractor shall procure and maintain, at Contractor's own expense during the term hereof, Workers' Compensation Insurance for all employees to be engaged in work.
- (b) General Liability and Property Damage Insurance. Contractor shall procure and maintain, at Contractor's own expense during the term hereof, Comprehensive General Liability Insurance, both bodily injury and property damage, in an amount of not less

than One million dollars (\$1,000,000) combined single limit coverage per occurrence, including but not limited to endorsements for the following coverages: personal injury, premises-operations, products and completed operations, blanket contractual, and independent contractor's liability.

- (c) Automobile Liability Insurance. Contractor shall procure and maintain, at Contractor's own expense during the term hereof, Comprehensive Automobile Liability Insurance, both bodily injury and property damage, on owned, hired, leased and non-owned vehicles used in connection with Contractor's business in an amount of not less than one million dollars (\$1,000,000) combined single limit coverage per occurrence.

Section 1.04 Standard of Care

Contractor represents that it is specially trained, licensed, experienced and competent to perform all the services, responsibilities and duties specified herein.

Section 1.05 Non Exclusive Agreement; Personnel Assignment

- (a) Nothing in this Agreement shall be construed to restrict Contractor's right to enter into other Agreements and to provide services for others, provided such agreements or services do not interfere with Contractor's timely performance of the services which Contractor is required to provide on behalf of LAFCO pursuant to the terms of this Agreement, create a conflict of interest, or be deleterious to the interests of the Commission.
- (b) Notwithstanding the foregoing, Contractor agrees that Jennifer Stephenson, the principal of Contractor, shall normally attend LAFCo meetings and perform the bulk of the work under this agreement. Contractor shall notify the Commission Chair if someone other than Stephenson, or John Benoit will be acting as EO for a meeting.

Article 2. LAFCO'S RESPONSIBILITIES

Section 2.01 Compensation

- (a) LAFCO shall pay Contractor the monthly amount of \$3,754,060.00 for general services rendered pursuant to this Agreement. Funding for this Agreement is included in the LAFCO budget and payment shall be made upon monthly submission of invoice. General Services do not include complex environmental reviews, special projects such as Municipal Services Reviews, Sphere of Influence Updates and (or) other special studies and reimbursable direct expenses set forth in Section 2.02 below nor web hosting costs and other out of pocket costs, if any, of maintaining the LAFCo website.
- (b) The Commission from time to time may authorize the Executive Officer to undertake special projects including but not limited to complex environmental reviews, municipal services reviews, attendance at additional meetings, sphere of influence updates or other

special studies pursuant to LAFCO's purpose and authority as stated in LAFCO's adopted bylaws. Compensation and expenses for said activities shall be budgeted and authorized by the Commission or included in this agreement and consistent with the hourly rates set forth in Exhibit A.

Should the parties hereto contemplate any renewal of this Agreement, the amount of compensation and expenses paid to Contractor shall be reviewed and adjusted on an annual basis coinciding with an evaluation of performance and the preparation and approval of the LAFCO budget. The evaluation shall be done at the April meeting of each year commencing in 2019.

- (c) Complex Projects. The parties agree that Contractor may charge on an hourly basis time for time spent on projects that the parties deem "complex". A "complex project" is a proposal or other LAFCo action that is expected to be extraordinarily time-consuming and/or controversial.

Contractor shall agendize the request for complex project classification and, if the Commission agrees, Contractor shall be entitled to bill at the usual contract hourly rate for all time spent on the project beyond the initial 10 hours. The parties agree to require reimbursement from an applicant for such complex projects where feasible.

Section 2.02 Clerk Costs and Other Expenses

- (a) In addition to the monies to be paid to Contractor pursuant to Section 2.01 of this Agreement, LAFCo shall reimburse the Contractor for the cost of providing a Clerk to the Commission. Such Clerk Expenses shall be \$35.00 per hour and shall not exceed that rate or the total amount included in the LAFCo budget for such services without prior approval by the Chair of the Commission.
- (b) In addition, Contractor shall be entitled to reimbursement for any costs which are directly reimbursable by an applicant, as applicable and include such as public notice costs, photocopy costs, property owner and registered voter mailings, costs and time for special meetings requested by an application, etc. Any such expense reimbursements shall be itemized and approved by the Commission as part of warrant approvals prior to payment.
- (c) In addition to the base compensation pursuant to Section 2.01(a) of this Agreement, LAFCO shall reimburse the Contractor for those direct expenses, incurred in performing the services herein and in accordance the amounts indicated in Exhibit "A". Miscellaneous expenses, not expressly stated in Exhibit "A" that are directly related to the performance of Contractors Responsibilities shall be reimbursed at cost.

Article 3. TERM OF THE AGREEMENT

This Agreement shall continue in full force and effect, unless terminated in the manner described herein below and shall continue thereafter unless terminated by either party provided however that the parties shall annually review the amount of services provided and adjust the base rate and hourly charge, as mutually agreed.

Section 3.01 The Agreement may be terminated without cause by LAFCO or by Contractor upon ninety (90) days written notice to the other party, subject to payment by LAFCO of any outstanding charges accumulated prior to the effective date of such termination.

Section 3.02 LAFCO may terminate on less than 90 days notice for cause. Cause shall include dishonesty, insubordination, serious misbehavior, failure to perform and other serious misfeasance or nonfeasance, as well as incapacity or death of Stephenson. In such case LAFCO shall advise Contractor of the reason in writing with the notice of proposed termination, and give Contractor a reasonable opportunity to object and be heard before the termination becomes effective.

Section 3.03 Upon such termination, the Contractor shall make available for inspection and if requested by LAFCO, deliver to LAFCO copies of all data; reports, estimates, summaries, and other such materials as may have been prepared or accumulated by the Contractor in performing this Agreement.

Article 4.

GENERAL PROVISIONS

Section 4.01 Conflicts of Interest: During the term of this Agreement, Contractor shall not perform any work under this Agreement which action is considered detrimental to LAFCO's interests. Contractor shall take such measures as are deemed necessary in the performance of this Agreement to prevent actual conflicts of interest.

Section 4.02 indemnification and Hold Harmless: Contractor shall indemnify and defend LAFCO and its officers, employees, and agents against and hold them harmless from any and all claims losses, damages, and liability for damages, including attorney's fees and other costs of defense incurred by LAFCO, whether for damage to or loss of property, or injury to or death of person, including properties of LAFCO and injury to or death of LAFCO officials, employees or agents, arising out of, or connected with Contractor's operations hereunder or the performance of the work described herein.

Section 4.03 Assignment. Contractor shall not assign any interest in this Agreement and shall not transfer any interest in the same without the prior written consent of LAFCO.

Section 4.04 Applicable Law: Venue. This agreement shall be governed by the law of the State of California. Venue for any action arising under this agreement shall be the Courts of Plumas County, unless otherwise agreed by the parties.

Section 4.05 Modification: This Agreement may only be modified by a written amendment hereto, executed by both parties; however, matters concerning scope of services which do not affect the agreed price may be modified by mutual written consent of Contractor and LAFCO.

Section 4.06 Non-discrimination in Employment: In the performance of the work authorized under this Agreement, Contractor shall not unlawfully discriminate against any qualified worker because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status or age (over 40).

Section 4.07 Attorney's Fees and Costs: If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.

Section 4.08 Severability: If any provision of this Agreement is held to be unenforceable, the remainder of this Agreement shall be severable and not affected thereby.

Section 4.09 Notices: All notices that are required to be given by one party to the other under this Agreement shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope and deposited with a United States Post Office for delivery by registered or certified mail addressed to the parties at the following addresses, unless such addresses are changed by notice, in writing, to the other party.

LAFCO
LAFCo Chair
Plumas LAFCo
555 Main Street
Quincy, California 95453

POLICY CONSULTING ASSOCIATES, LLC
Jennifer Stephenson, Principal
5050 Laguna Blvd #112-711
Elk Grove, CA 95758

Section 4.10 Entire Agreement: This Agreement constitutes the entire agreement between the parties regarding its subject matter. This Agreement supersedes all proposals, oral and written, and all negotiations, conversations or discussions heretofore and between the parties related to the subject matter of this Agreement.

Executed at Quincy, California, on the day and year first written above.

Plumas Local Agency
Formation Commission

Bill Powers, Chair

Jennifer Stephenson, Contractor

APPROVED AS TO FORM:

P. Scott Browne
LAFCO Counsel

By: _____

EXHIBIT A

Executive Officer: ~~\$3,750~~\$4,060.00 per month
\$90.00 per hour for other services included in Section 2.2
\$90.00 per hour for Special Projects Authorized by the Commission

Analyst: \$80.00 per hour for Special Projects Authorized by the Commission

Clerk: \$35.00 per hour

Expenses: Direct expenses at cost

Mileage within County and for Training: Current IRS rate



California Public Employees' Retirement System

Actuarial Office

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744

888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

April 18, 2023

CalPERS ID: 2922828258

Plumas Local Agency Formation Commission
555 MAIN ST
QUINCY, CA 95971

Dear Employer,

As a result of your agency's Resolution of Intent to Terminate its CalPERS contract, a preliminary termination valuation has been performed for the Plumas Local Agency Formation Commission Classic Miscellaneous Plan. This valuation was done two different ways:

- 1. Projected Compensation:** all members currently active in a CalPERS agency have compensation increases projected *until their retirement*.
- 2. Frozen Compensation:** all members currently active in a CalPERS agency have compensation increases projected *until plan termination* and then **frozen** thereafter.

This valuation was based on the June 30, 2022 financial and membership data, the latest such data available.

Based on the June 30, 2022 data, we projected the funded position of the plan to a *preliminary* termination date of March 31, 2023. A preliminary investment return of -7.65% net of administrative expenses was used for fiscal year 2021-2022, and a 3.33% return was estimated from July 1, 2022 to March 31, 2023 based on year-to-date investment returns. Reflected in the termination is a 5% contingency load for unforeseen negative experience in accordance with CalPERS Board of Administration (board) policy. The charts on the next page summarize the results.

For information on the asset allocation adopted by the board for the Terminated Agency Pool, see the following circular letter: <https://www.calpers.ca.gov/docs/circular-letters/2011/200-058-11.pdf>

The asset allocation affects the actuarial assumptions used when calculating the actuarial liabilities of a public agency at the time of termination. The investment return and inflation assumption used for this preliminary termination valuation are also summarized in the charts on the following page.

Classic Miscellaneous Plan Results
(All projected amounts shown to nearest \$100)

		Annual Valuation	Termination Valuation (Non-frozen Compensation)	Termination Valuation (Frozen Compensation)
		As of June 30, 2022 (Preliminary)	As of March 31, 2023 (Projected)	As of March 31, 2023 (Projected)
(1)	Plan's share of Pool Assets*	\$180,364	\$174,300	\$174,300
(2)	Accrued Actuarial Liability	\$193,078	\$254,500	\$254,500
(3)	Contingency Load	\$0	\$12,700	\$12,700
(4)	Unfunded Liability/(Surplus) = (2) + (3) - (1)	\$12,714	\$92,900	\$92,900
	Investment Return Assumption	6.80%	3.70%	3.70%
	Inflation Assumption	2.30%	2.30%	2.30%

*Market Value of Assets

Please note that these amounts are estimates only and depend heavily on the assumptions used. In particular, the rate of return of assets between June 30, 2022 and the *final* termination date can have a large impact on these results. Furthermore, they do not take into account possible changes in methods or assumptions, benefit improvements, or changes in the membership data of your workforce (particularly salary increases) that occur after June 30, 2022. In addition, the results shown as of June 30, 2022 are preliminary results and may differ from the June 30, 2022 Annual Valuation Report when it is released in August 2023.

In order to terminate the contract, the agency must comply with Government Code sections 20570 and 7507, which may require that the change in accrued liability resulting from benefit changes be disclosed at a public meeting with an actuary present at least two weeks prior to adopting the change. If the agency elects to proceed with the termination, once a final termination date has been determined, we will perform the final termination actuarial valuation and calculate any additional contributions necessary to be sent to CalPERS to effectuate the termination.

If you have any questions, please contact me at (916) 795-0092.

Sincerely,



NATHAN JENSEN, ASA, MAAA
Senior Actuary, CalPERS



Indian Valley Community Services

"Providing services for our community health, well-being, and prosperity."

May 17, 2023

Jennifer Stephenson- Executive Officer
Plumas County Local Agency Formation Commission
Ph: (530) 283-7069
Email: jennifer@pcateam.com

Re: Request for Waiver of Fees

Dear Director Stephenson,

The Indian Valley Community Services District ("IVCSD") would like to formally request a waiver of any applicable fee(s) related to the reorganization/annexation process that is currently underway between the Crescent Mills Fire Protection District ("CMFPD") and our agency.

Because the districts offer substantially similar fire protection services and are adjacent to each other, we believe the combination of the districts will provide for a higher level of service for our respective communities.

Both IVCSD and CMFPD face significant financial challenges, necessitating a waiver of part of all of the fees for reorganization.

If you have any questions or concerns, please do not hesitate to contact me. Thank you in advance for your time and consideration of this matter.

Respectfully submitted,

Adam Cox
General Manager

Board of Directors

Wanda Carpenter | Roger Cherry | Mary Cronin | Susan Doran | Kristine Gorbet
General Manager, Adam Cox

P.O. Box 207, Crescent Mills, CA. 95934 | 127 Crescent Street, Suite#1, Greenville, CA. 95947
530-284-7224 | 530-375-7095 | office@indianvalleycsd.com

Resolution 2023-0004
Of the
Plumas Local Agency Formation Commission
in
Plumas County, California

Making Determinations and Approving the Formation of the Beckwourth Peak Fire Protection District, the Dissolution of Beckwourth and Sierra Valley Fire Protection Districts, and the Divestiture of Fire Protection and Emergency Medical Services by the City of Portola and Gold Mountain Community Services District, and Identifying Beckwourth Peak Fire Protection District as the Successor Agency

WHEREAS, the City of Portola (“Portola”), on February 22, 2023, adopted a resolution requesting Plumas Local Agency Formation Commission (“LAFCo”) initiate proceedings to form the Beckwourth Peak Fire Protection District (“BPPFD”), pursuant to the Fire Protection District Law of 1987 (California Health and Safety Code Section 13800-13970) and the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq.); and

WHEREAS, Beckwourth Fire Protection District (“BFD”) on March 15, 2023, Sierra Valley Fire Protection District (“SVFPD”) on March 14, 2023, and Gold Mountain Community Services District (“GMCSD”) on February 17, 2023, also adopted substantially similar resolutions of requesting initiation of reorganization of their respective agencies, pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq.); and

WHEREAS, a joint application was filed with the Executive Officer of Plumas LAFCo by Portola, BFD, SVFPD, and GMCSD, proposing the formation of BPPFD such that the entirety of the eastern region of Plumas County would be included within the boundaries of the newly formed district, including all of Portola, the entirety of BFD and GMCSD, and a majority of the territory within SVFPD, which would result in subsequent dissolution of BFD and SVFPD, the divestiture of fire protection and emergency medical services by Portola and GMCSD, and identifying BPPFD as the successor agency for all four applicants. Said application complied with all the requirements of law and the Commission; and

WHEREAS, the reasons for the proposal are as follows:

- 1) The four agencies provide essentially the same fire protection and emergency medical services in the region and face substantially similar challenges to providing adequate and sustainable services, consisting of:
 - a. Ever increasing mandatory requirements and standards.
 - b. Limited volunteer recruitment and retention programs and incentives.
 - c. Inadequate levels and types of training opportunities.
 - d. Limited administrative capacity to address growing organizational requirements.
 - e. Insufficient funding to cover growing expenses.
- 2) The reorganization would allow the new district to better meet the emergency fire, rescue, and medical needs of its communities. The newly formed district will implement a phased plan for creating a uniform level of service within the entirety of its territory which would allow:
 - a. Better utilization of resources.
 - b. Enhanced capital asset planning and streamlined improvement process.

- c. Enhanced response to emergency incidents based on expanded paid personnel, fleet, and station readiness.
- d. Reduced operating and administrative costs while increasing service levels.
- e. Enhanced efficiency of management through combining of technology infrastructure, fleet maintenance, and other administrative functions; and
- f. Enhanced and standardized public education outreach; and

WHEREAS, the proceedings for this reorganization are governed by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Section 56000 *et seq.* of the Government Code; and,

WHEREAS, the applicants are located in Plumas County; and

WHEREAS, the Commission has heard and adopted a Municipal Service Review of services provided by Portola, BFD, GMCSD, and SVFPD and adopted Resolution 2022-0006 on October 17, 2022 in accordance with Government Code Section 56430; and

WHEREAS, in Resolution 2022-0008 on December 12, 2022 the Commission made the required determinations regarding the factors relevant to determining spheres of influence identified in Government Code Section 56425 for each of the applicant special districts and in Resolution 2003-003 on February 24, 2003 the Commission made the required determinations regarding the factors relevant to determining the sphere of influence identified in Government Code Section 56425 for Portola; and,

WHEREAS, the Spheres of Influence for BFD, GMCSD, and SVFPD, as updated in Resolution 2022-0008 and the Sphere of Influence for Portola as updated in Resolution 2003-003 are consistent with the proposed reorganization, as required by Government Code Section 56375.5; and

WHEREAS, the applicants have jointly conducted a Feasibility Study and developed a Plan for Service that sets forth the terms of the reorganization and transfer of service, including transfer of assets, property, personnel and equipment; and,

WHEREAS, Portola, acting as the Lead Agency for this project in accordance with the provisions of the California Environmental Quality Act, has reviewed the reorganization proposal and has found that it qualifies for exemption under Class 20: Changes in Organization of Local Agencies, where the changes do not change the area in which previously existing powers or services are exercised and that it will not result in adverse changes to the environment nor to the level or scope of services provided; and,

WHEREAS, the Commission finds that there is no conflict or overlap between the formation and services to be provided by the proposed district and services provided by other districts within the proposed district boundaries. All potentially affected districts have been notified. The Commission finds that any perceived overlap of service or duplication is complementary and not conflicting; and

WHEREAS, at the time and in the manner provided by law, the Executive Officer gave notice of the date, time, and place of a public hearing by the Commission upon said application, including mailed notice to affected and subject agencies and published notice in newspapers of general circulation in order to ensure agencies, affected citizens and landowners were aware of the proposal; and,

WHEREAS, the Commission conducted a duly noticed public hearing on formation of the proposed district on June 12, 2023. At the hearing, all interested persons were given the opportunity to hear and be heard, and all oral and written testimony and evidence presented or filed was received and considered by the Commission; and

WHEREAS, the Executive Officer has reviewed the application and has prepared a report including staff recommendations thereon within the time required by law and has furnished copies of said report to the Commission and to all other persons required by law to receive it; and,

WHEREAS, the Commission has heard all interested parties desiring to be heard at the public hearing and considered the application and report by the Executive Officer and all other relevant evidence and information presented at said hearing, and has considered all the factors required by law under Government Code Section 56668 and adopted local policies and procedures;

NOW, THEREFORE, the Plumas Local Agency Formation Commission determines the following:

1. The foregoing recitals are true and correct.
2. The territory comprises approximately 468 square miles more or less and is found to be inhabited.
3. The Commission adopts the determinations regarding consistency with LAFCo Policies contained in the staff report for this formation and reorganization and incorporates them by reference herein.
4. The change of organization is assigned the following distinctive short-term designation:
Formation of Beckwourth Peak Fire Protection District and Reorganization of Fire and Emergency Medical Services Provided by City of Portola, Beckwourth Fire District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District (Plumas LAFCo File No. 2023-0002)
5. The Commission concurs with and affirms Portola's finding that this project qualifies for a Categorical Exemption to CEQA under Class 20 - *Changes in the organization or reorganization of local governmental agencies where the changes do not change the area in which previously existing powers are exercised.*
6. The boundaries, as set forth in this reorganization (or as amended by action of the Commission), are hereby approved as submitted and are as described in Exhibits "A" Map and "B" Boundary Description attached hereto and by this reference incorporated herein subject to the terms and conditions included.
7. This reorganization consists of the following jurisdictional changes:
 - Beckwourth Peak Fire Protection District - Formation and assumption of fire protection and emergency medical services within its boundaries as successor agency.
 - City of Portola – Transfer of fire protection and emergency medical services to BPPFD
 - Beckwourth Fire Protection District – Dissolution and transfer of services to BPPFD
 - Gold Mountain Community Services District – Divestiture of fire protection and emergency medical services and transfer of those services to BPPFD
 - Sierra Valley Fire Protection District - Dissolution and transfer of services to BPPFD
8. Based upon the information provided in the Executive Officer's Report, this Commission finds that the project to form the district is feasible, economically sound, and is in the public interest.

NOW, THEREFORE, the Commission resolves and orders the following:

1. Conditions

1.1. Approval of Proposal

The proposal is for the formation of the Beckwourth Fire Protection District and related reorganization such that the entirety of the eastern region of Plumas County would be included within the boundaries of the newly formed district, including all of Portola, the entirety of BFD and GMCSD, and a majority of the territory within SVFPD, which would result in subsequent dissolution of BFD and SVFPD, the transfer or divestiture of fire protection and emergency medical services by Portola and GMCSD, respectively, and identifying BPPFD as the successor agency for all four applicants. In addition to LAFCo's Terms and Conditions stated herein, this reorganization shall

be subject to terms and conditions as stated in the initiating resolutions included in the following documents all of which documents are by this reference incorporated herein:

- Resolution 2543 adopted February 22, 2023 by the City of Portola City Council (Exhibit “C”);
- Resolution 2203.01 adopted March 15, 2023 by the Beckwourth Fire Protection District (Exhibit “D”);
- Resolution 2022-23-004 adopted February 17, 2023 by the Gold Mountain Community Services District (Exhibit “E”);
- Resolution 2023-02 adopted March 14, 2023 by the Sierra Valley Fire Protection District (Exhibit “F”); and
- Feasibility Study and Plan for Services developed by the Local Emergency Services Study Group (LESSG) (Exhibit “G”).

1.2. Election

The Commission approves the proposal, including waiver of protest proceedings, subject to confirmation of the voters and upon the terms and conditions stated herein.

The Commission requests the Board of Supervisors call an election and authorize the County Elections Official to prepare for and conduct the necessary election in accordance with Government Code Section 57125 et seq. and relevant election provisions of the County.

All proper expenses incurred in conducting elections for formation proceedings must be paid by the newly formed district, if successful, or by the county within which the proposed district is located, if the formation proceedings are terminated (Government Code, Sec. 57150(b)); and

The Beckwourth Peak Fire Protection District is required to be partially funded by a special tax approved by registered voters residing within the boundaries of the district, and the district shall not be formed unless this funding mechanism is approved. The language in the Ballot Measure must substantially conform with the following language:

- a. “To build and sustain adequate community fire and rescue services for the eastern region of Plumas County, shall the order adopted on June 12, 2023 by the Plumas Local Agency Formation Commission ordering the reorganization affecting the Beckwourth Fire Protection District, Sierra Valley Fire Protection District, Gold Mountain Community Services District, and City of Portola and providing for the formation of the “Beckwourth Peak Fire Protection District” in the territory described, subject to terms and conditions specified in the order, including a special tax to finance district services, be confirmed? [67 WORDS, “Eastern Region of Plumas County”, “June 12, 2023”, “Plumas County”, “Local Agency Formation Commission”, “Beckwourth Fire Protection District”, “Sierra Valley Fire Protection District”, “Gold Mountain Community Services District”, “City of Portola”, and “Beckwourth Peak Fire Protection District” count as 1 word]
- b. “To build and sustain adequate community fire and rescue services for the eastern region of Plumas County, including adequate funding for staffing coverage, insurance, fuel, and essential equipment, shall a measure imposing an annual special tax for each parcel dependent on use, with a base rate of \$110 for improved single family residential parcels under 1,800 square feet, raising an estimated \$405,000 annually until repealed by voters, be adopted in accordance with the terms and conditions of the Beckwourth Peak Fire Protection District Formation?” [75 WORDS, “Beckwourth Peak Fire Protection District Formation” and “Eastern Region of Plumas County” count as 1 word]

Certification of the election results by Plumas County must be submitted to the Executive Officer of Plumas LAFCo prior to recordation of the Certificate of Completion.

The Executive Officer is authorized and directed to make non-substantive changes to the ballot language and impartial analysis for the purposes of clarity and for the purpose of addressing any concerns that may be raised by the County Elections Official.

1.3. Transfer of Services

Beckwourth Fire Protection District and Sierra Valley Fire Protection District shall be dissolved, and the new fire protection district named the successor for both agencies within their boundaries.

Gold Mountain Community Services District shall be divested of the power to provide fire protection and emergency medical services, and the new fire protection district named the successor of those services within GMCSD's boundaries. GMCSD will maintain its powers to provide wildland fire response and hazardous fuels reduction and will continue to levy a special tax to support these services.

The City of Portola shall transfer the responsibility of providing fire protection and emergency medical services, and the new fire protection district named the successor of those services within the city limits.

The successor agency shall function under and carry out all authorized duties and responsibilities assigned to a Fire Protection District as outlined in the Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.) and other applicable laws, with the exception of ambulance services presently provided throughout the territory to be included in the proposed new fire protection district by Eastern Plumas Healthcare District.

1.3 Effective Date

The formation of the Beckwourth Peak Fire Protection District shall be effective January 1, 2024, after compliance with the terms and conditions stated in this resolution and recordation of the Certificate of Completion.

Reorganization of the applicant agencies and their fire and emergency medical services shall be effective July 1, 2024 following compliance with the terms and conditions stated in this resolution and recordation of the Certificate of Completion.

The Certificate of Completion must be filed within one calendar year from the date of approval unless a time extension is approved by the Commission.

2. **Financial Conditions**

2.1 Financial Plan

The financing plan for the Beckwourth Peak Fire Protection District, as submitted in the Application and Plan for Service, is adequate to maintain and enhance fire protection services, contingent on a special tax being approved by registered voters within the proposed district boundary.

2.2 Special Tax

Formation of the new fire protection district shall be conditioned upon approval of a new special tax by the registered voters of the new fire protection district that would include the following provisions:

- a. A new revenue source will be required to support the new fire protection district's ability to build and sustain adequate community fire and rescue services for the entire service area. To this end, an annual special tax will be proposed for Assessor's Parcels located entirely or partially within the proposed fire protection district boundary, based on land use types provided by the Assessor's Office. The proposed special tax will raise funds to plan, finance, implement, manage, own, and operate a regional fire protection district to provide community

fire and emergency medical response services. The new special tax must be approved by two-thirds of the votes cast by registered voters residing within the proposed fire protection district's boundary.

- b. Low Income Exemption – The new fire protection district recognizes the proposed special tax may create a burden for low-income property owners in the region. For this reason, the New Fire District shall establish procedures for implementing a Low Income Exemption, to allow landowners who fall within the U.S. Department of Housing and Urban Development (HUD) income limits for “very low” or “poverty level” to apply for a partial or complete exemption from the tax.
- c. Contiguous Parcel Exemption – The new fire protection district shall establish procedures for implementing a Contiguous Parcel Exemption to allow Assessors Parcels which are categorized as Rate ID "C" under provisions of the special tax, and contiguous, undeveloped, held under identical ownership, shall upon approval of an application of the owners thereof to the District Board, be treated as a single parcel for purposes of this special tax.
- d. Inflationary Adjustment - The proposed special tax will also include an inflationary adjustment to account for the ever-increasing costs of fire equipment, apparatus, diesel fuel, insurance and other items which typically increase at rates that exceed average inflation. To ensure that the proposed special tax will retain its purchasing power in future years, it is proposed to include an inflationary clause which will allow the new fire protection district Board, to adjust the tax annually, if needed, by no more than the cost of living as measured by the Consumer Price Index (CPI) for All West Urban Consumers, Non-seasonally Adjusted, for the Preceding Year (Bureau of Labor Statistics Series ID CUUR400SAO) for the preceding year. This increase will not exceed 3% each year and must be approved by resolution at a properly noticed public hearing.

The special tax shall not become effective unless approved by two-thirds (2/3) of the votes cast by registered voters within the proposed district boundary and shall become effective in the next fiscal year following approval.

If approved, the special tax set forth above shall be collected annually by the County of Plumas in the same manner and subject to the same penalties as other taxes collected by the County.

The special tax shall be used by the Beckwourth Peak Fire Protection District for fire protection and emergency medical services and tax proceeds received shall be placed in an account created for that purpose.

The Beckwourth Peak Fire Protection District shall file an annual report regarding the use of the tax proceeds as required by Government Code Section 50075.3.

2.3 Transfer of Property

After the effective date of this resolution, all real and personal property of BFD and SVFPD shall be transferred to BPFPD, including all rights, responsibilities, properties, contracts, assets and liabilities, and functions of the BFD and the SVFPD, and any funds to which it succeeds may be expended and properly disposed of as provided by Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.), as itemized in Asset Transfer Schedules in Exhibits D (BFD) and F (SVFPD).

Gold Mountain Community Services District shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule attached hereto in Exhibit E upon district formation.

The City of Portola shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule attached hereto in Exhibit C upon district formation.

BPFDP will accept such assets “as-is” with all leases or other liabilities attached thereto.

2.4 Transfer of Revenues, Expenses, Assets and Fund Balances

After the effective date of this reorganization, the revenues, expenses, assets and fund balances identified in the Asset Transfer Schedules for each agency will be transferred to the Beckwourth Peak Fire Protection District.

2.4 Transfer of Previously Authorized Special Taxes and Assessments and Associated Fund Balances

All previously authorized charges, fees, assessments, and/or taxes currently in effect dedicated to fire protection or emergency medical response, now levied or collected by each of the four agencies, including improvement or assessment districts thereof, shall cease to be levied and collected by each of the four agencies and the successor agency, apart from Gold Mountain Community Services District which will continue to levy a special tax to support wildland fire response and hazardous fuels reduction.

2.5 Property Tax Exchange

The amount of base property tax and tax increment transferred shall be in accordance with Plumas County Board of Supervisor's Resolution 23-XXXX herein attached as Exhibit H and City of Portola's Resolution 2023-2543 herein attached as Exhibit C.

The property tax revenue apportionment currently assigned to BFD, SVFPD, and GMCSO will be transferred to the successor agency, as provided for in Government Code Section 56810. In addition, the City of Portola shall transfer \$70,000, in total, of the City's existing base property tax revenue to the successor agency. The transfer formula shall be based upon the FY 2022/23 tax roll information maintained by the County Auditor to determine the effective tax allocation factor that would generate approximately \$70,000, in base property tax revenue. This is a base transfer that shall continue in perpetuity without further regard for the amount of revenue generated for the successor agency. Each fiscal year thereafter, the successor agency shall receive the base amount and its share of the annual tax increment derived according to the formula described above, based on the growth in assessed value. The City of Portola shall solicit the County to address existing tax rate incongruities resulting from historical boundary changes during tax sharing negotiations. All resolved incongruities shall be reflected in the FY 2022/23 tax roll information for purposes of the reallocation calculations described above. For the areas to be included in BPFDP that are presently outside of a fire and EMS provider, the County has agreed to a property tax exchange of 10% of the increment.

2.6 Use of Assessment Roll

The regular county assessment roll will be utilized for this change of organization.

2.7 Appropriations Limit

Pursuant to Section 7902.7 and Article XIII B of the State Constitution, the Commission hereby establishes BPFDP's provision appropriations limit as a combination of 1) transfers the existing appropriations limits of BFD and SVFPD, 2) the amount in property taxes to be transferred from the City of Portola and GMCSO, and 3) the amount raised through a special tax approved by registered voters within the District, as of the effective date of this reorganization.

2.8 Indebtedness

As specified in the Resolutions of Application, the indebtedness of each District shall remain the legal obligation of only the lands and areas which incurred such indebtedness; however, the outstanding indebtedness of each of the four agencies at the time of reorganization shall remain the obligation of the successor newly formed fire protection district.

2.9 Charges and Fees

A charges and fee structure for services rendered will be adopted by the new fire protection district board, including procedures by ordinance to administer the special tax including exemptions that balance the needs of the district for funding and the burdens on property owners and file such ordinance with LAFCo.

3 Operational Conditions

3.1 Service Plan

The Plan for Services provided in the Resolutions of Application submitted by the applicants shall guide the Board of Directors of the Beckwourth Peak Fire Protection District as to the manner in which services are provided in the affected territory.

The services to be provided by the successor District shall be provided in a manner consistent with the "Plan for Services" attached hereto as Exhibit "G" and incorporated herein by reference.

3.2 Staffing

All fire protection volunteers of the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District who meet the qualifications for volunteer fire fighters established by the new fire district shall be invited and encouraged to apply with the new fire protection district.

All full- or part-time employees of the Beckwourth Fire Protection District and the Sierra Valley Fire Protection District shall be invited and encouraged to apply with the new fire protection district.

Beckwourth Fire Protection District and the Sierra Valley Fire Protection District do not have any full-time employees. No benefit programs are offered to any employees. The board of the new fire district is urged to consider severance payments to employees of the predecessor agencies on a case-by-case basis, if the circumstances of transition to the new district warrant such action.

3.3 Board of Directors

The district shall be governed by a five (5) member board of directors, elected at-large, each of whom must be a registered voter residing within the proposed district and whose term must be four years, with the exception of the initial board. The five-member initial Board of Directors must be elected prior to recordation of the Certificate of Completion.

Once elected, the five members of the board of directors shall classify themselves by lot into two classes: one class must have three members and the other class must have two members. For the class that has three members, the terms of offices that begin after the next general district election must be four years; for the class that has two members, the initial terms of offices that begin after the general district election must be two years. Thereafter, the terms of all members is four years.

The terms of office of the elected board members are determined pursuant to the Uniform District Election Law and shall be elected at-large.

3.4 Contracts and Agreements

Contract services presently provided by Sierra Valley Fire Protection District to Hallelujah Junction Fire Protection District shall be continued by the successor new fire protection district based on the existing contract.

4 Spheres of Influence

4.1 Sphere of Influence

The Sphere of Influence for the Beckwourth Peak Fire Protection District is approved to be 'coterminous' with the boundaries of the newly formed district.

5 Commission Directions to Staff

- 5.1 Pursuant to Health and Safety Code Section 13823, if LAFCo approves the formation of a district, with or without amendment, wholly, partially, or conditionally, the board of supervisors shall call and give notice of the election to be held in the proposed district. The Executive Officer shall provide a copy of this resolution to the County for the Board of Supervisors to comply with this mandate and call and give notice of the election to be held with three questions 1) shall the district be formed, 2) shall a special tax be approved to fund the district, and 3) election of the first Board of Directors. Specific language for these questions is outlined Condition 1.2 of this resolution.
- 5.2 The Executive Officer is hereby directed to transmit a certified copy of this resolution to each affected agency, as provided for in Government Code Section 56882.
- 5.3 The Executive Officer is hereby directed to file a Notice of Exemption meeting the requirements of CEQA.
- 5.4 Electronic copies of boundary maps and the metes & bounds description in PDF format meeting the state Board of Equalization Requirements shall be submitted to LAFCO prior to the recordation of the Certificate of Completion. All maps and boundary descriptions shall comply with the State Board of Equalization requirements. Any boundary description and (or) map, if rejected by the State Board of Equalization or amended by LAFCO, will be revised at the expense of the applicant. The applicant shall be responsible for all associated costs. The boundary description and map if amended by action of the Commission will be revised and checked at the expense of the applicant, prior to filing of the Certificate of Completion.
- 5.5 Any and all Plumas County, Plumas LAFCO and State of California fees or costs must be paid in full prior to filing the Certificate of Completion. LAFCO will forward invoices and (or) a list of required fees prior to filing the Certificate of Completion for direct payment to the agency by project proponent.
- 5.6 Approval of this reorganization is conditioned upon the applicant's obligation to defend, indemnify, and hold harmless the Plumas Local Agency Formation Commission and its agents, officers and employees from any claim, action or proceeding against the Commission or its agents, officers, and employees; including all costs, attorney's fees, expenses and liabilities incurred in the defense of such claim, action, or proceeding to attack, set aside, or void the approval or determinations of this Commission concerning this change of organization. The Plumas Local Agency Formation Commission shall promptly notify the applicant of any such claim, action, or proceeding and be entitled to representation by counsel of its choosing.
- 5.7 The Executive Officer is directed to record a Certificate of Completion in Plumas County for this proposal after compliance with the conditions herein and certification of the election results by Plumas County have been submitted.
- 5.8 Completion of proceedings shall be concluded within one year after adoption of this resolution. If the proceedings are not concluded within one year after passage of this resolution, all proceedings

shall be terminated unless a request for an extension is submitted to LAFCo prior to the expiration date.

5.9 If there are disputes regarding the meaning or implementation of these terms and conditions, Plumas LAFCo is the authority which must be contacted to resolve such disputes or clarifications.

Action by the Plumas Local Agency Formation Commission on this application has been conducted pursuant to Government Code Section 57100.

The foregoing resolution was duly passed by the Plumas Local Agency Formation Commission at a regular meeting held on June 12, 2023, by the following roll call vote:

Ayes:

Noes:

Abstentions:

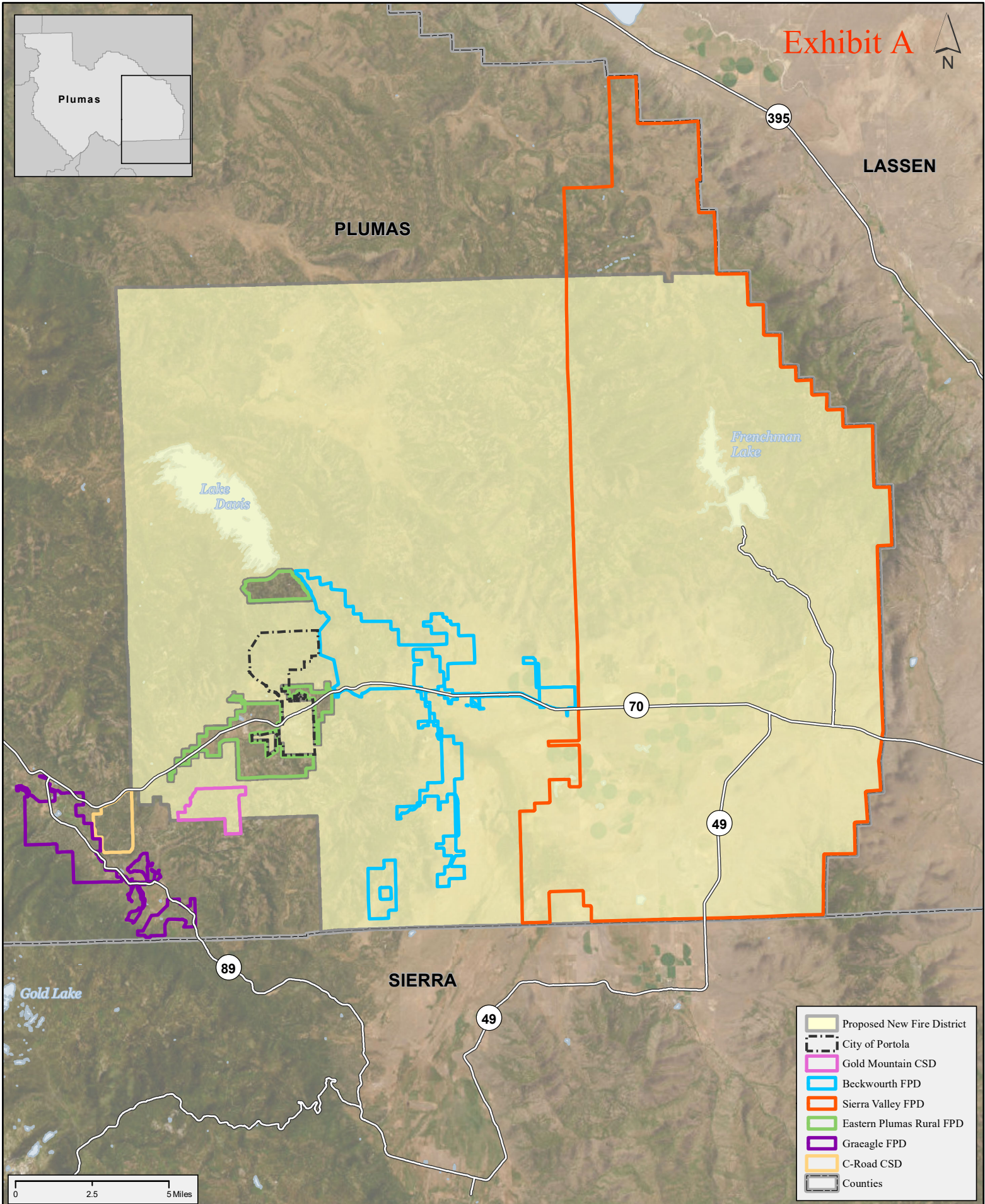
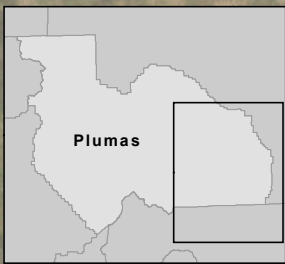
Absent:

Signed and approved by me after its passage this 12th day of June, 2023.

Bill Powers, Chair, Plumas LAFCo

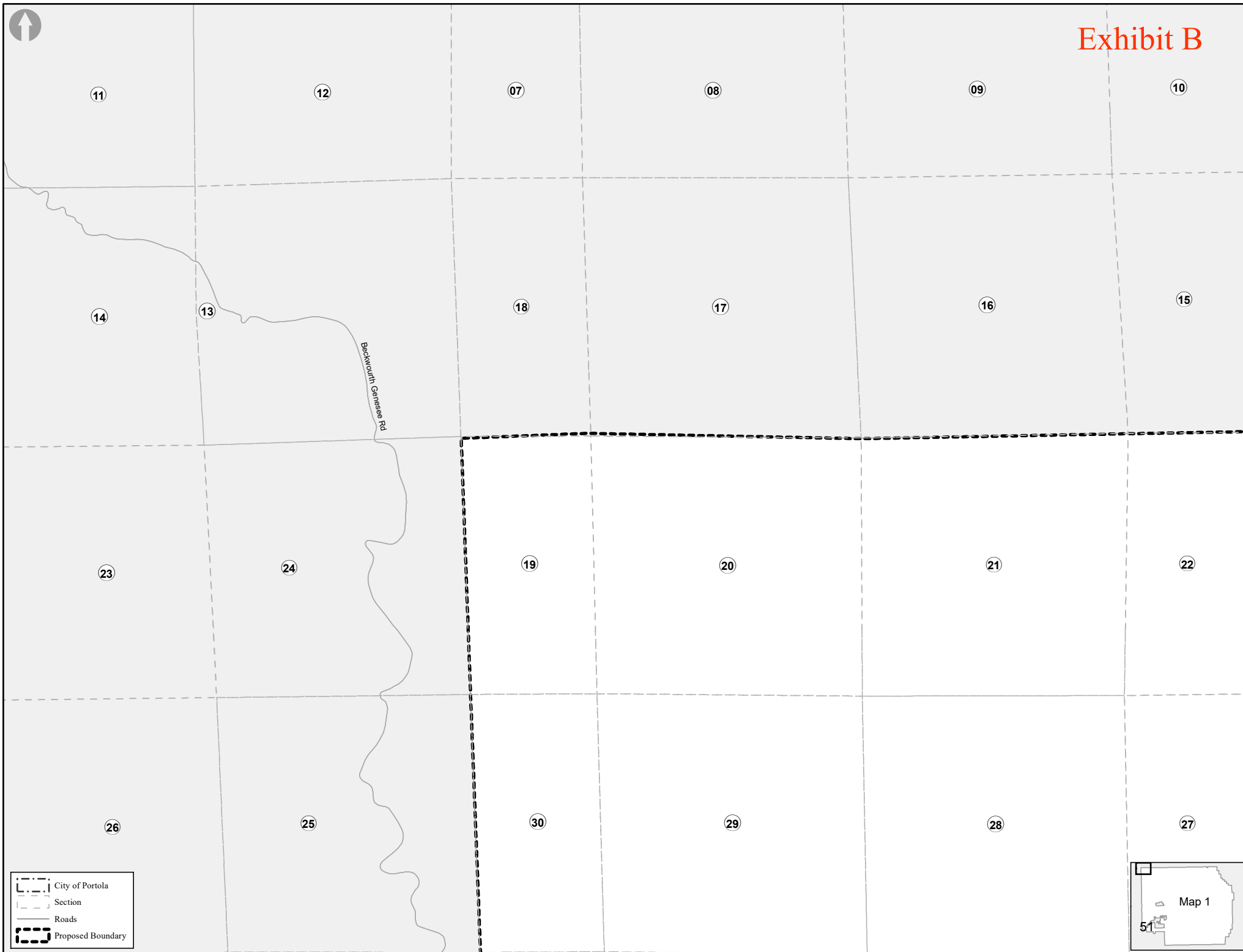
Attest:

Jennifer Stephenson, Executive Officer



Proposed Beckwourth Peak Fire Protection District

Exhibit B





09

10

11

12

07

08

16

15

14

13

18

17

28N01

21

22

23

24

19

20

28

27

26

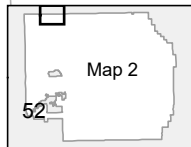
25

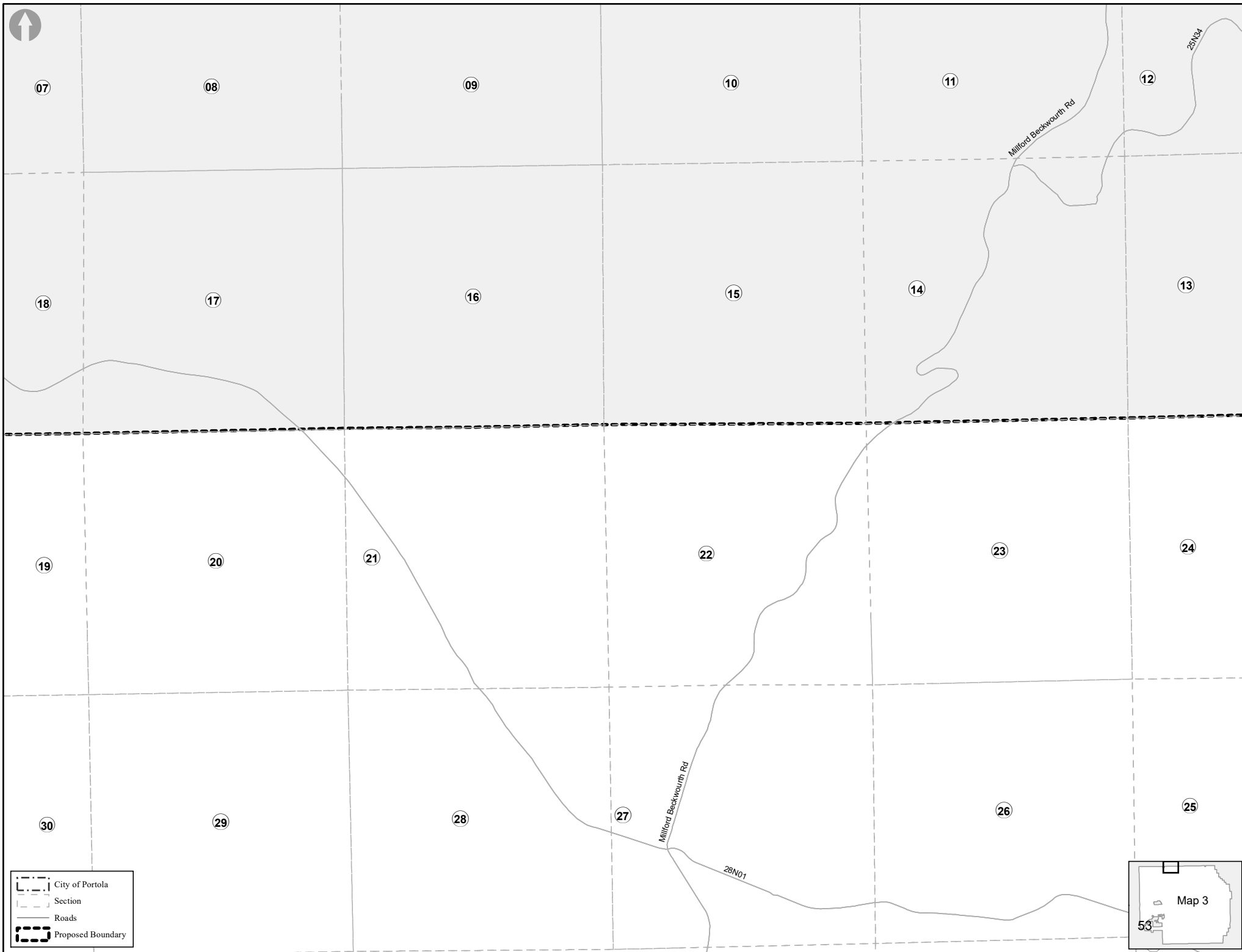
30

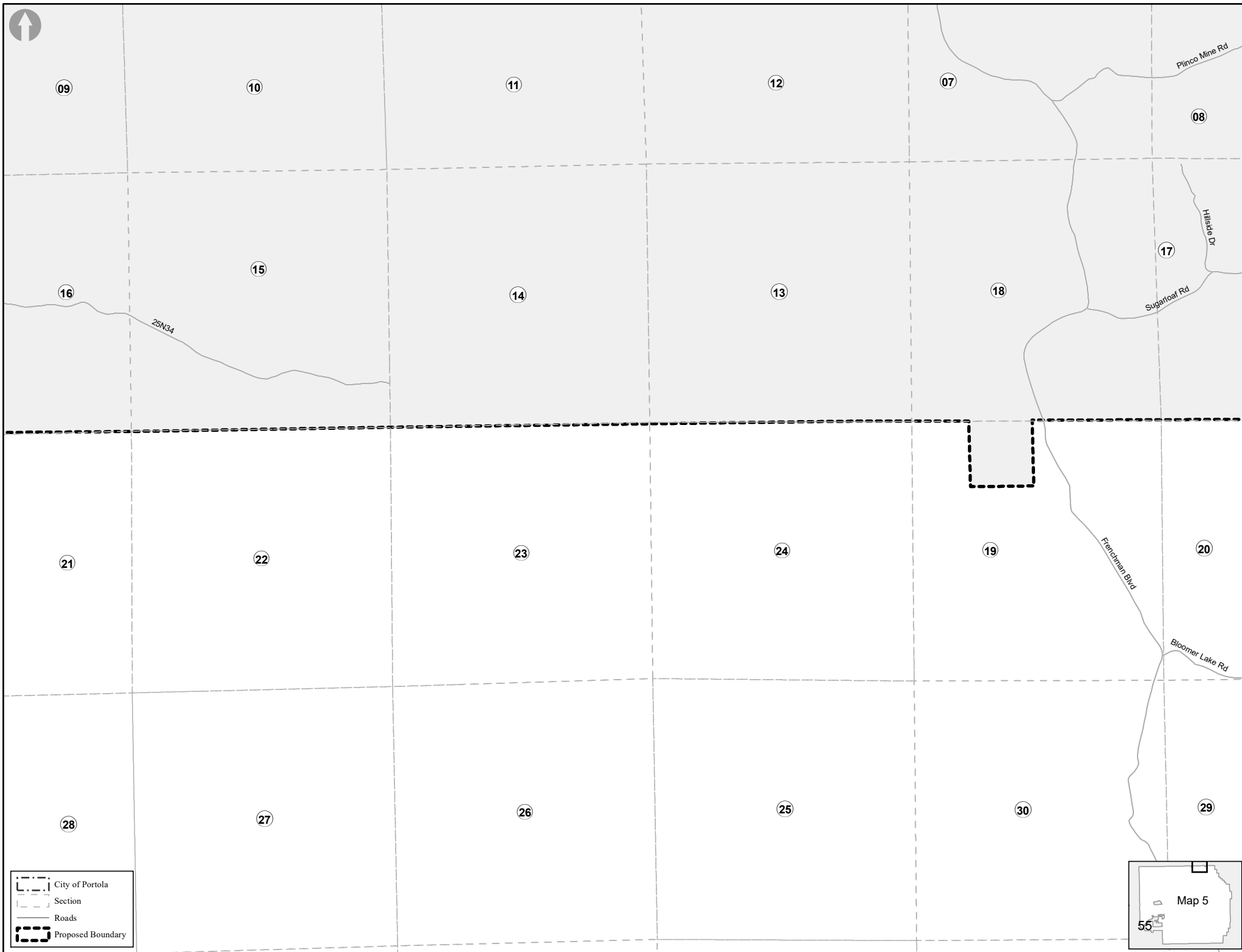
29

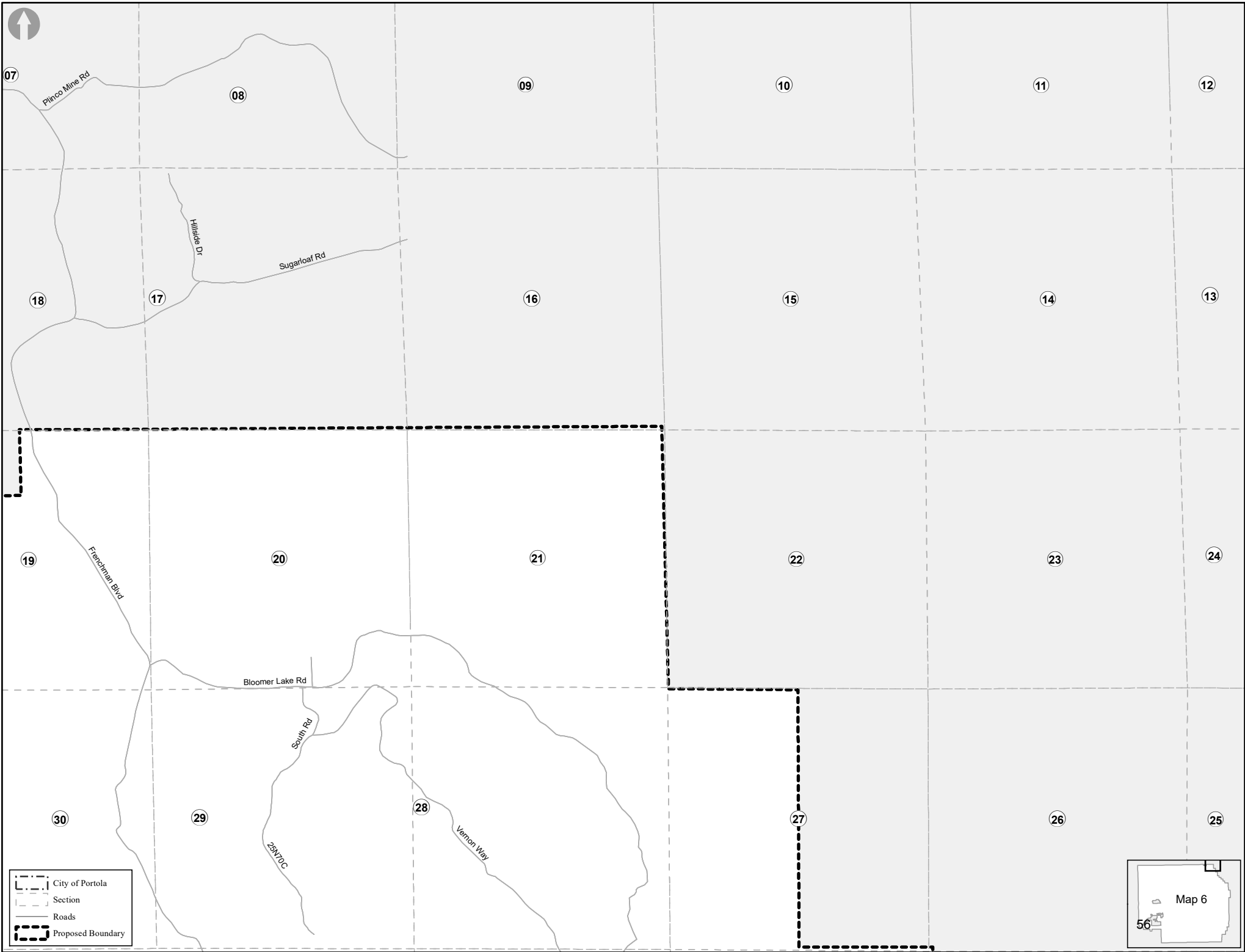
Mc Reynolds Rd

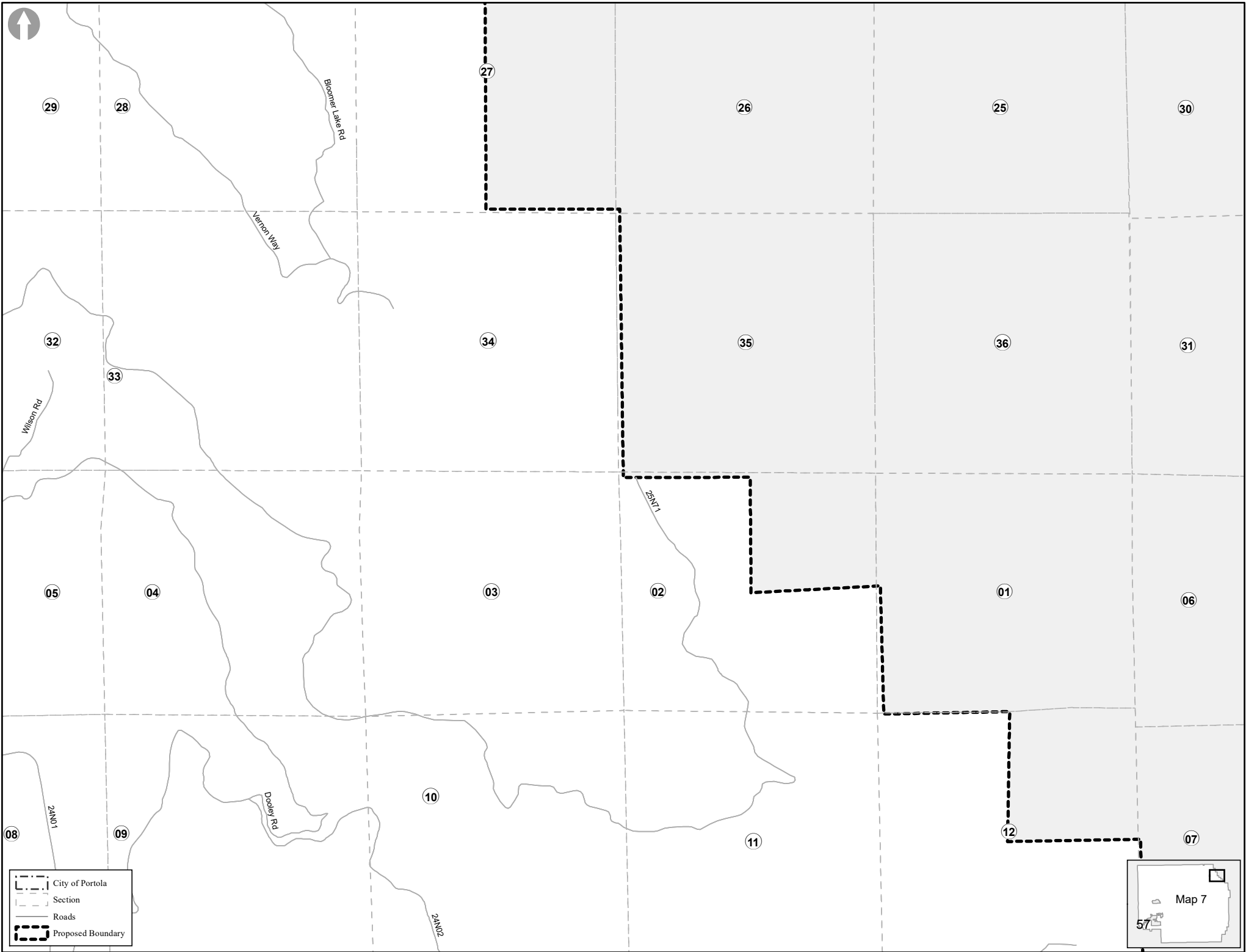
- City of Portola
- Section
- Roads
- Proposed Boundary













25N71

11

12

07

08

09

24N02

14

13

18

17

16

23

24

19

20

21

24N71

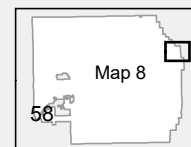
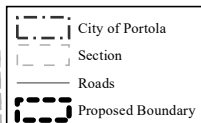
26

25

30

29

28





26

25

30

29

28

27

35

36

31

32

33

34

02

01

06

05

04

03

12

07

08

09

10

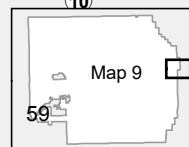


City of Portola

Section

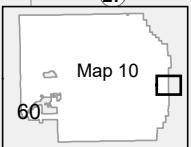
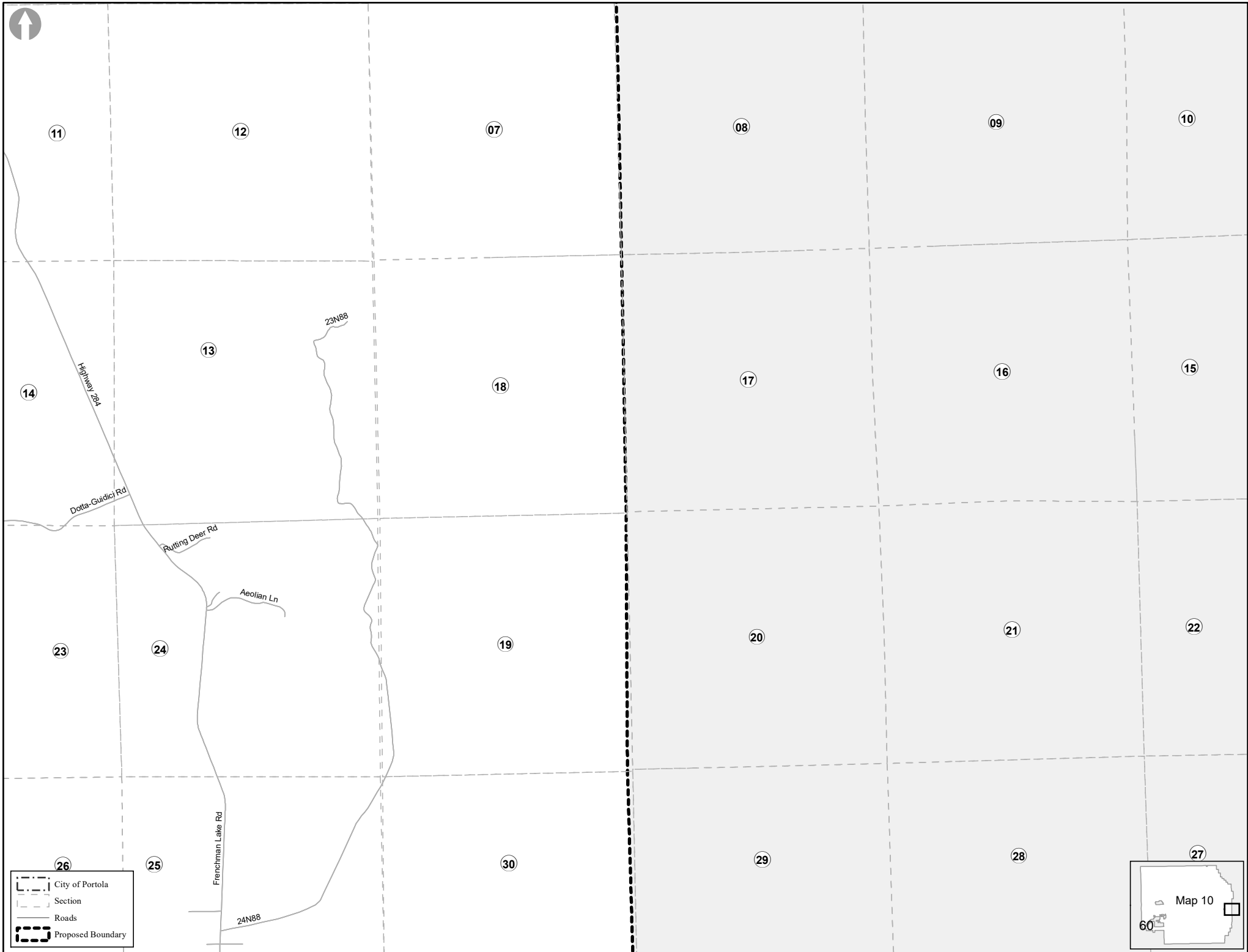
Roads

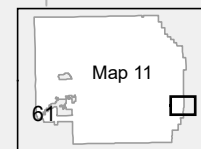
Proposed Boundary



Map 9

59







10

11

12

07

08

09

15

14

13

18

17

16

22

23

24

19

20

21

27

26

25

30

29

28



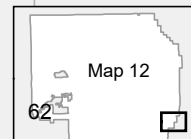
City of Portola

Section

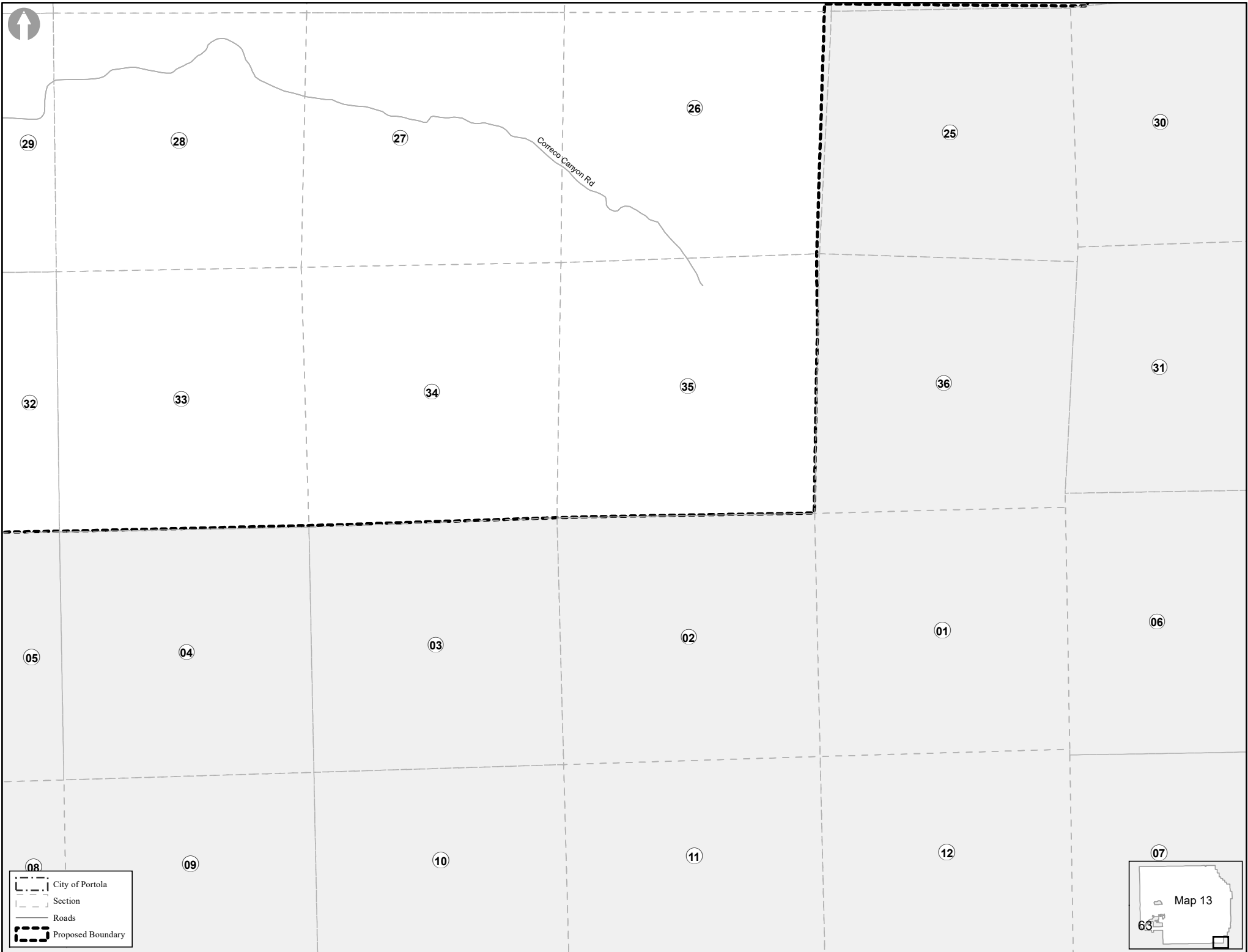
Roads

Proposed Boundary

Canyon Rd



Map 12





27

26

25

30

29

28

Sierra Valley Rd

Dotta Ln

Highway 49

34

35

36

31

32

33

03

02

01

06

05

04

10

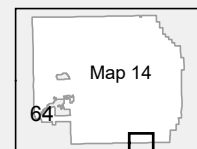
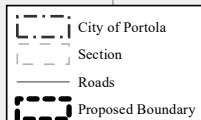
11

12

07

08

09





25

30

29

28

27

26

36

31

32

33

34

35

Harriet Ln

01

06

05

04

03

02

12

07

08

09

10

11

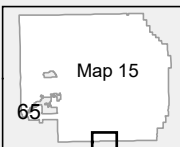


City of Portola

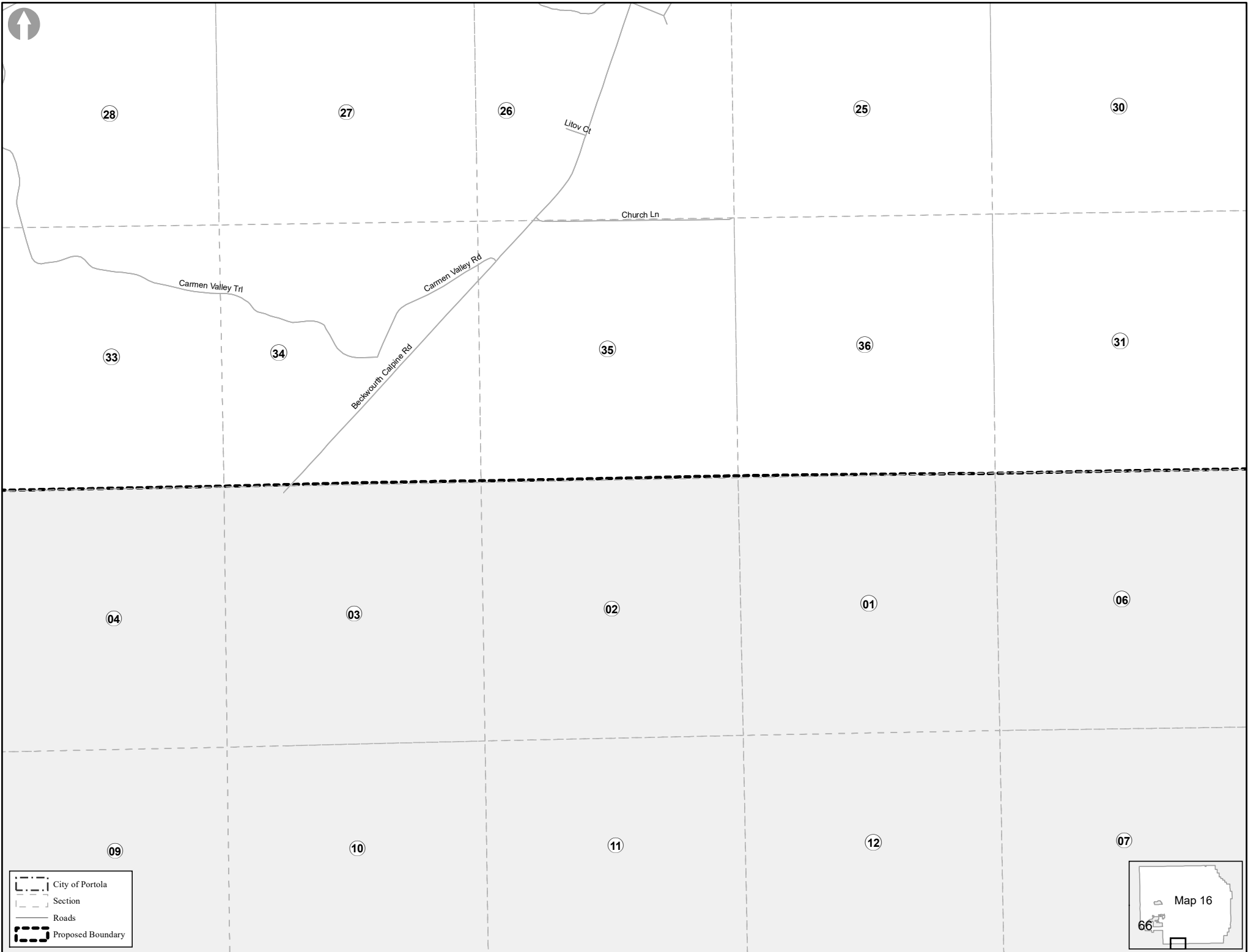
Section

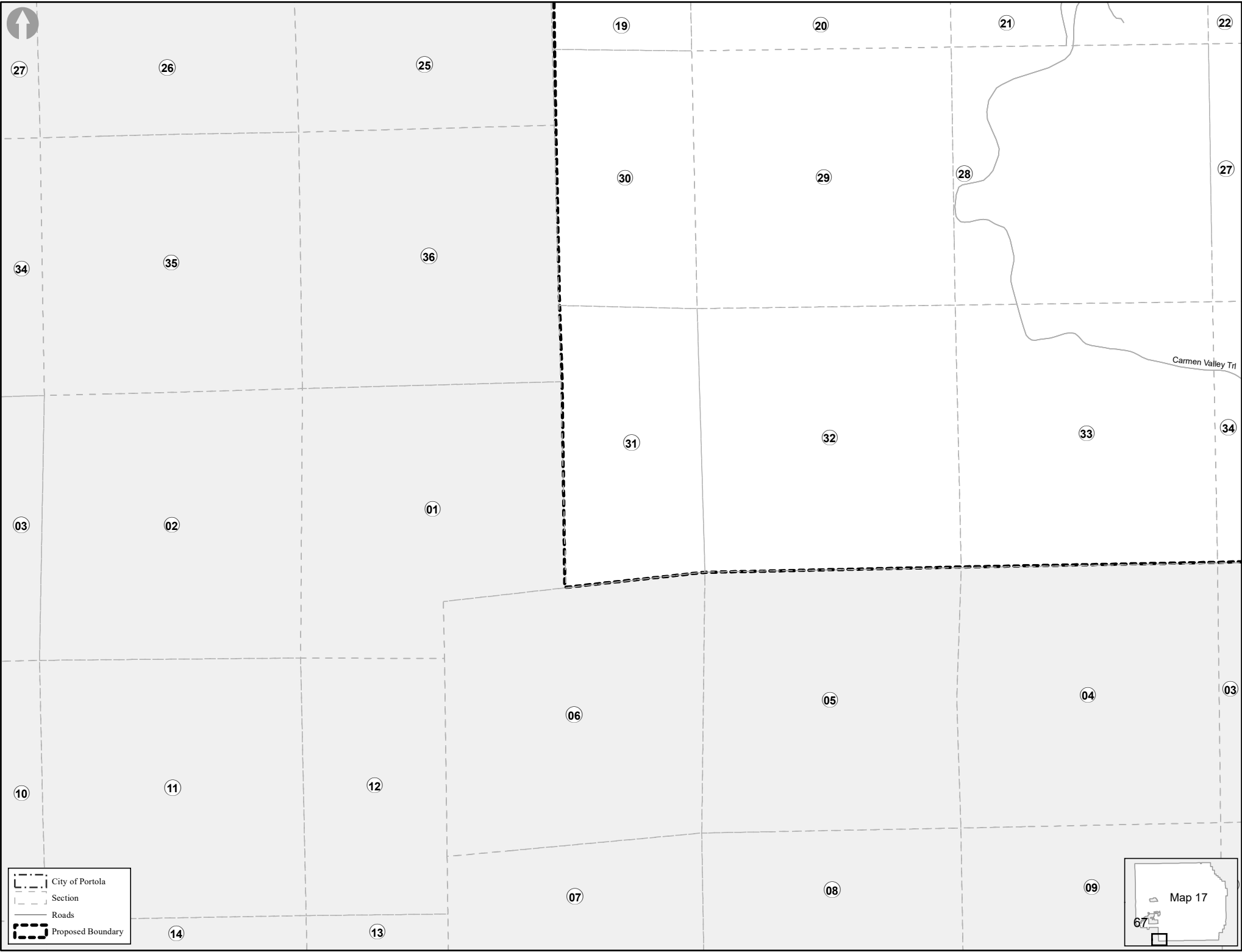
Roads

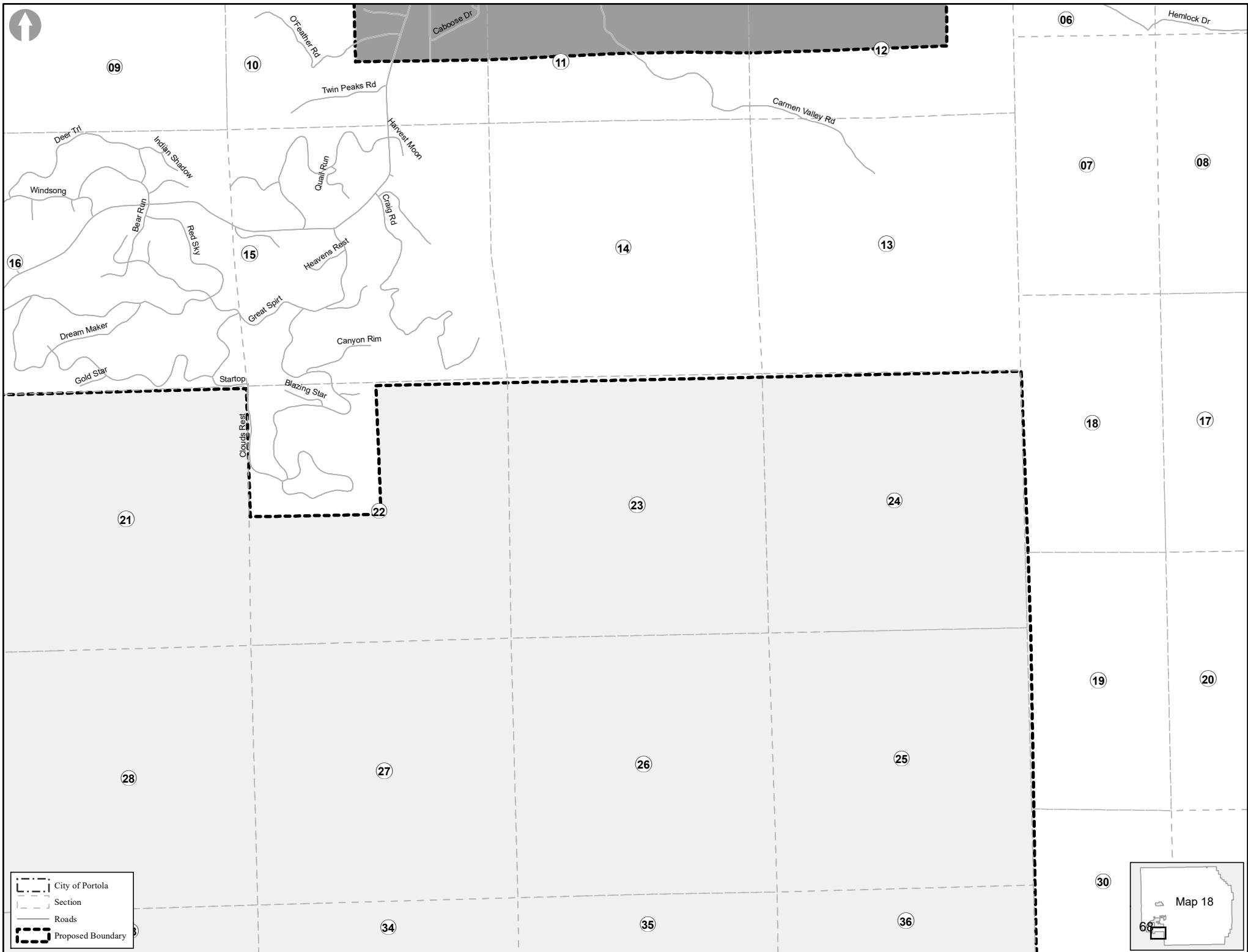
Proposed Boundary

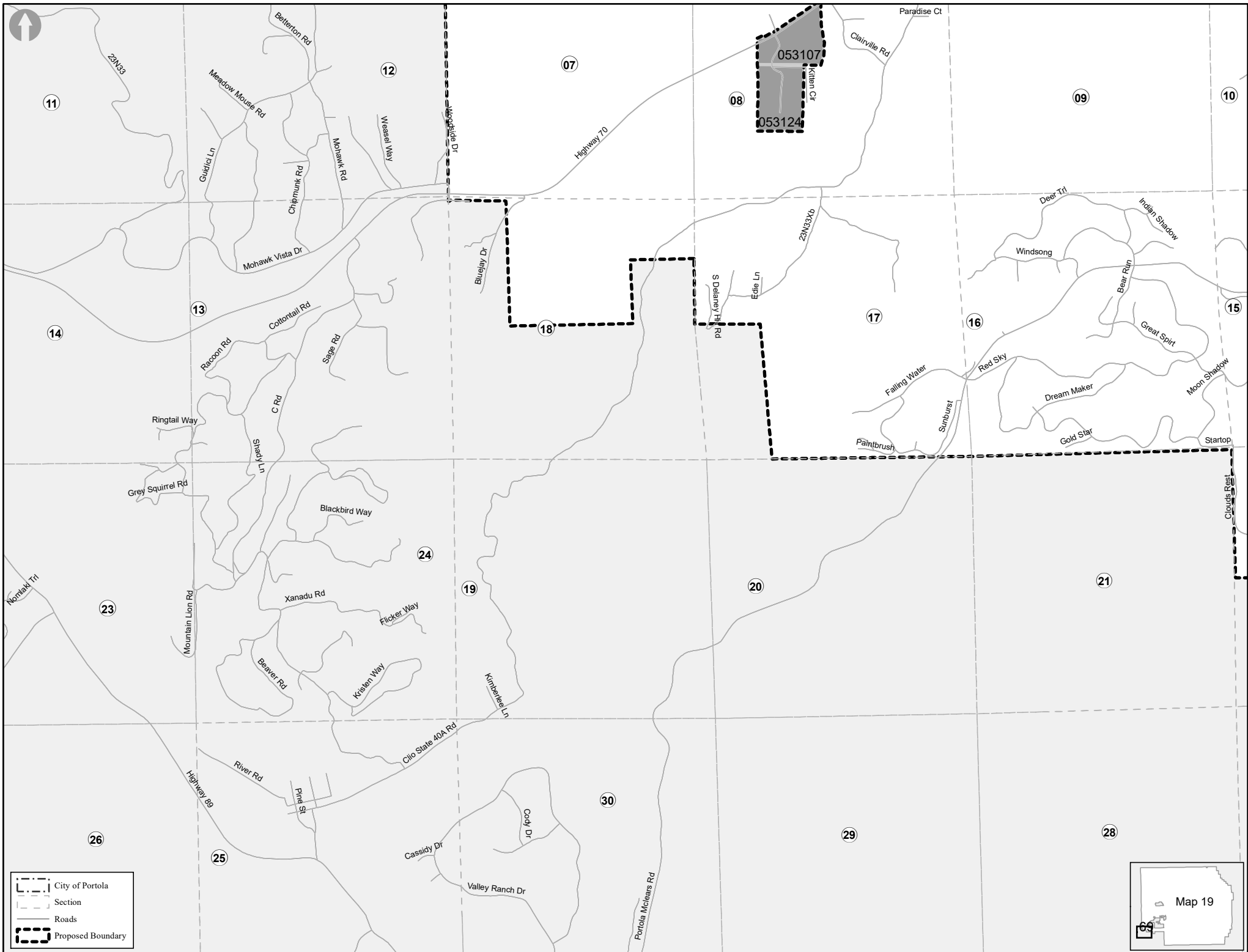


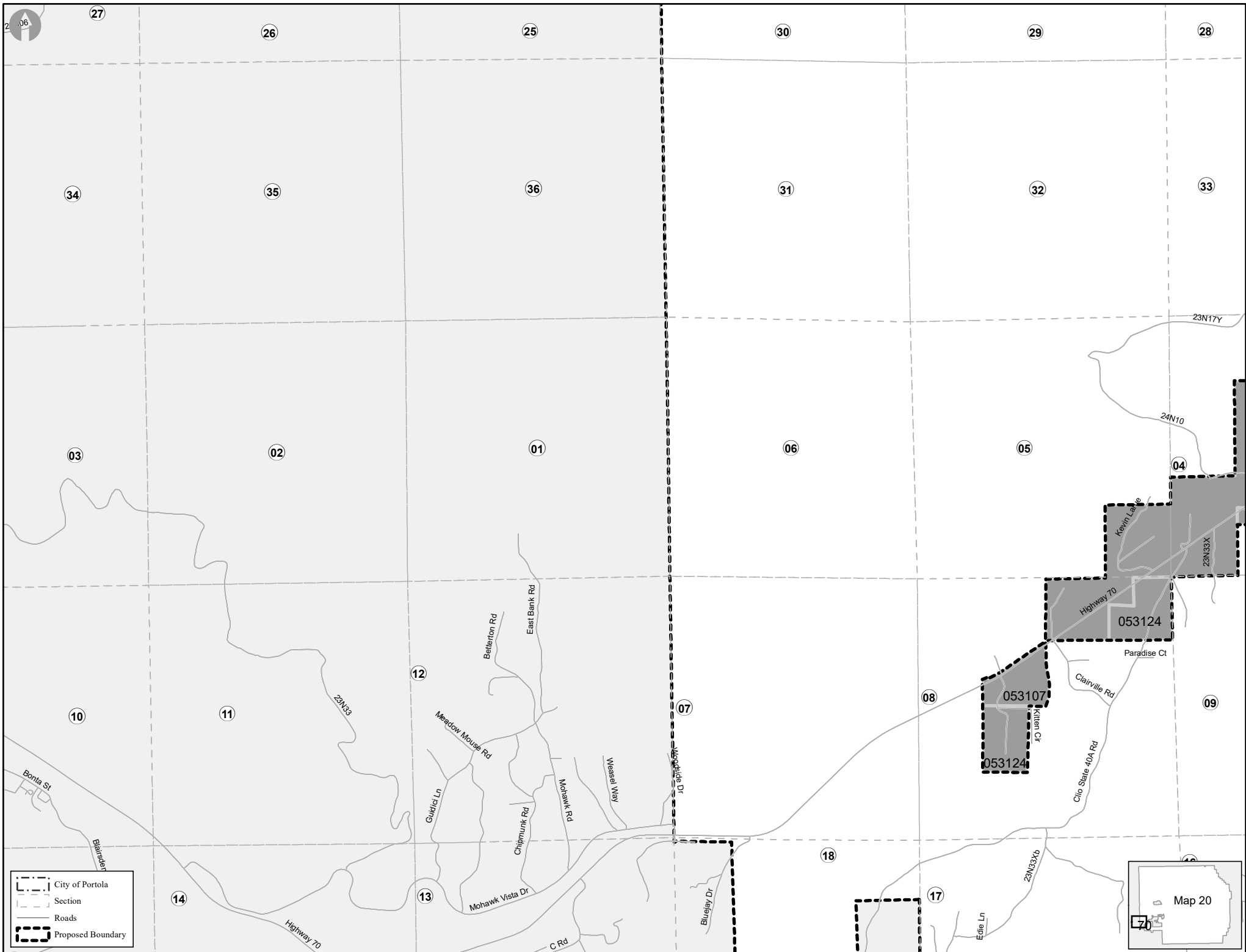
Map 15

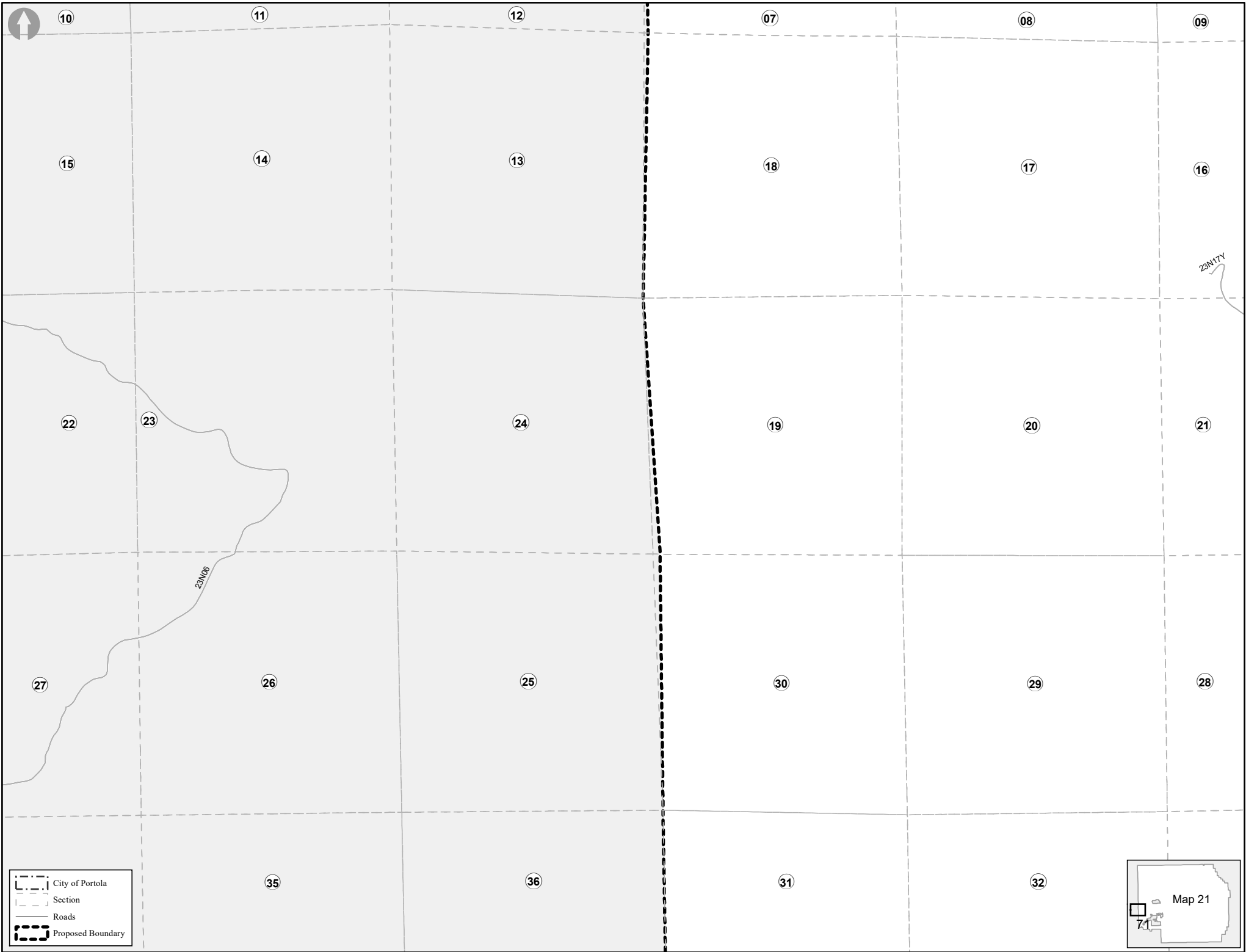














34

35

36

31

32

33

03

02

01

06

05

04

10

11

12

07

08

09

15

14

13

18

17

City of Portola
Section
Roads
Proposed Boundary

Map 22
72



15

14

13

18

17

16

Beckwourth Taylorsville Rd

22

23

24

19

20

21

27

26

25

30

29

28

34

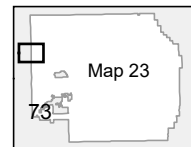
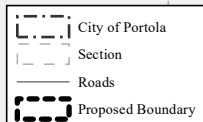
35

36

31

32

33





27

26

25

30

29

28

27

34

35

36

31

32

33

03

02

01

06

05

04

10

11

12

07

08

09

15

14

13

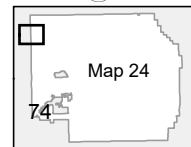
18

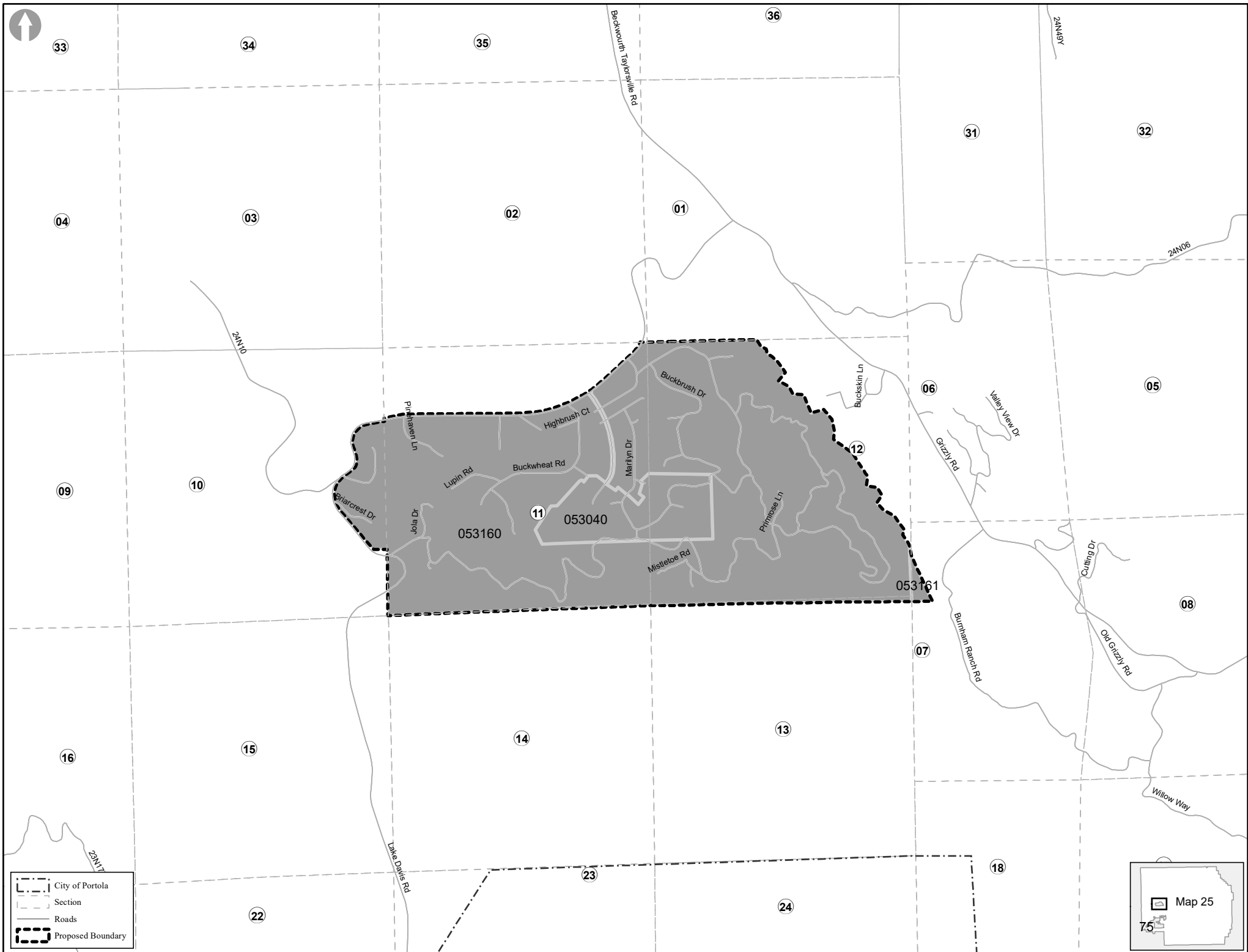
17

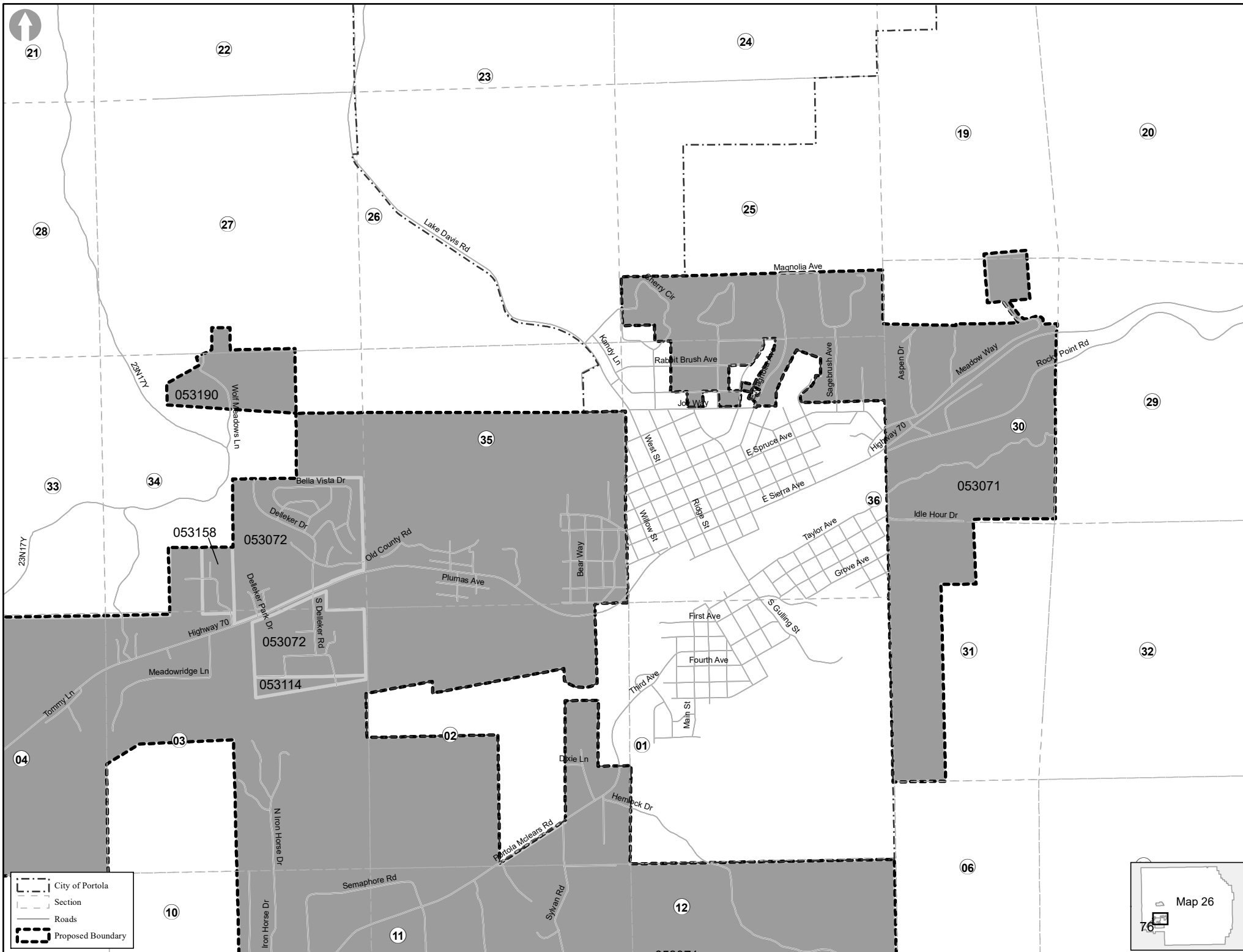
16

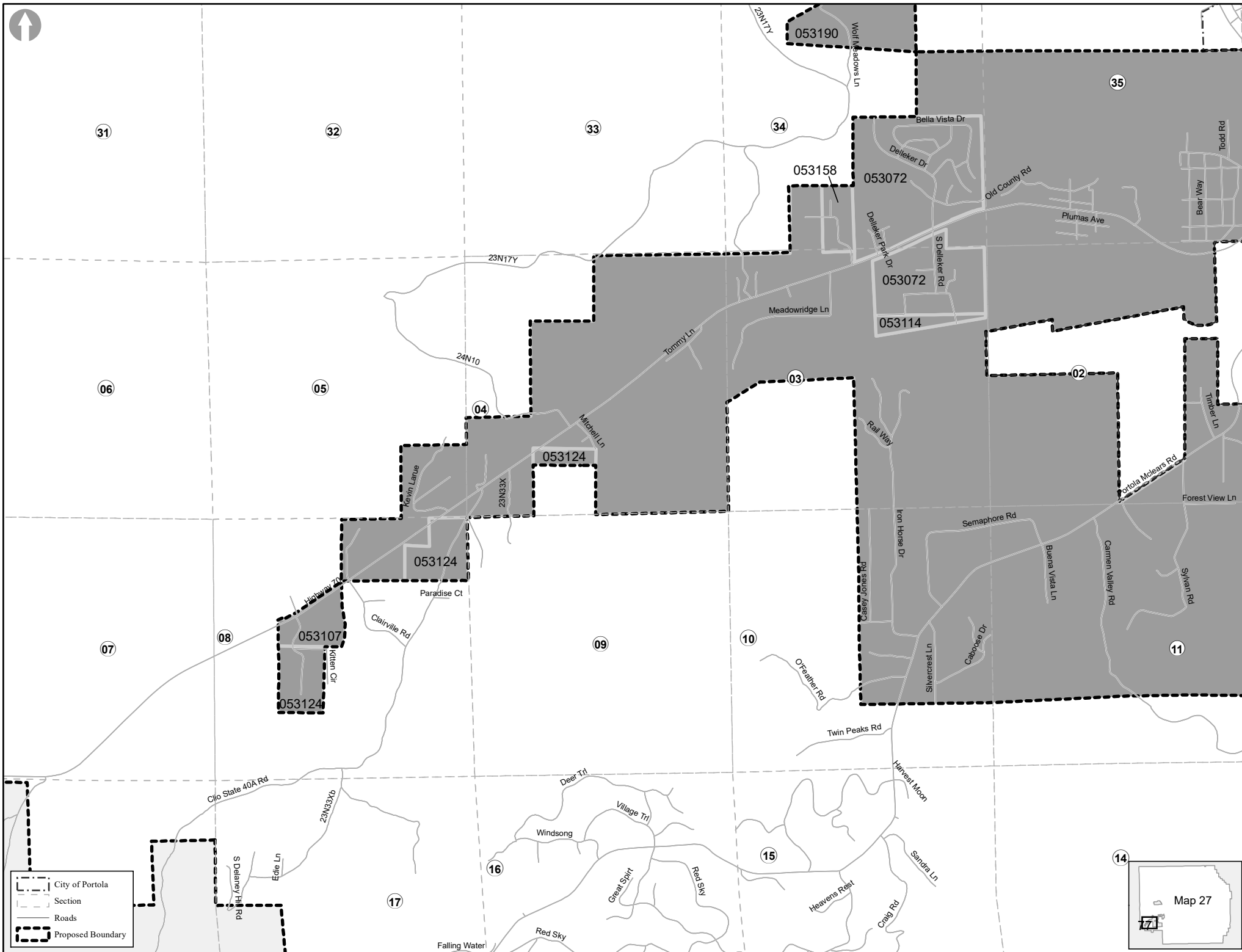
Beckwourth Genesee Rd

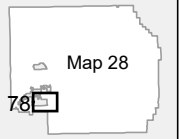
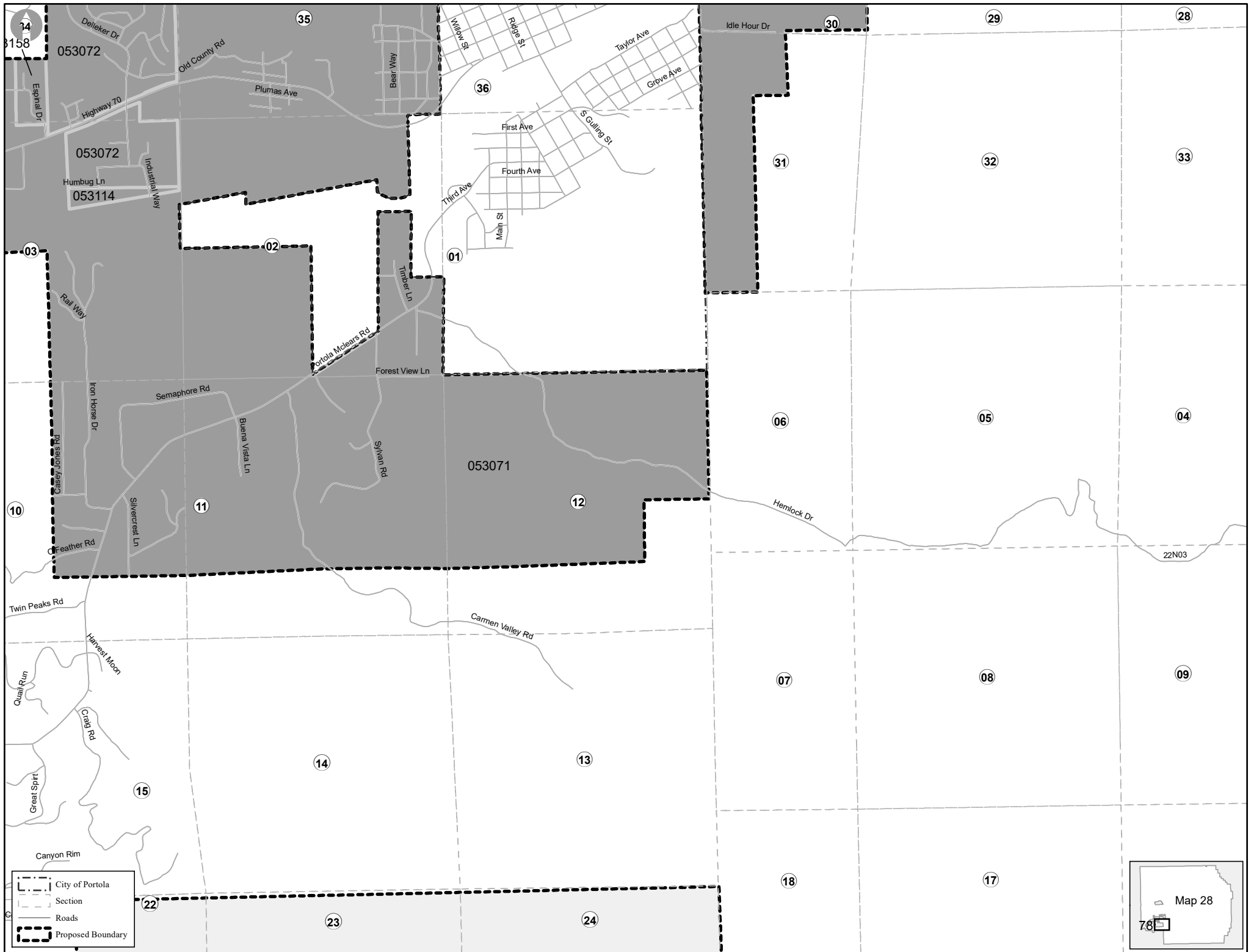
- City of Portola
- Section
- Roads
- Proposed Boundary











RESOLUTION NO. 2543

**RESOLUTION OF APPLICATION BY THE CITY COUNCIL OF
THE CITY OF PORTOLA REQUESTING THE PLUMAS LOCAL
AGENCY FORMATION COMMISSION TO INITIATE
PROCEEDINGS FOR THE FORMATION OF A NEW FIRE
PROTECTION DISTRICT AND REORGANIZATION OF EXISTING
FIRE SERVICE PROVIDERS IN THE AFFECTED TERRITORY**

Resolved, by the City Council of the City of Portola ("the City"), that:

WHEREAS, the City in conjunction with other affected agencies approving substantially similar resolutions and listed within this resolution, desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code and California Health and Safety Code Sections 13800-13970, also known as the Fire Protection District Law of 1987, for the formation of a new fire protection district and the concurrent dissolution of the Beckwourth and Sierra Valley Fire Protection Districts and the divestiture of power/transfer of responsibility to provide fire protection, emergency medical and rescue services by the Gold Mountain Community Services District and the City of Portola (as multi-service agencies), contingent upon the formation of the proposed fire protection district as authorized by LAFCo and approved by election; and

WHEREAS, the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District, hereinafter referred to as "Participating Fire Agencies", are authorized to provide fire protection, emergency medical and rescue services within their respective boundaries directly or by contract based on their respective formation documents and principal acts (California Government Code Section 38600, et seq., California Health and Safety Code Section 13800, et seq., and California Government Code Section 61000, et seq.); and

WHEREAS, in 2017, the City of Portola made the decision to close its fire department and contract for services, which was the impetus for several discussions and meetings amongst the region's fire protection providers and the public seeking a means to address the common issues faced by the affected agencies, including but not limited to significant financial constraints in the face of rising costs, reliance on volunteers in a time of declining volunteerism, illogical fire service boundaries, disjointed service operations and planning, and maintaining full governing bodies from small population bases; and

WHEREAS, in 2020, the Participating Fire Agencies each signed a memorandum of understanding forming the Local Emergency Services Study Group (LESSG) with the intent of considering structure options to address the common challenges to effective fire protection and emergency medical services in the region; and

WHEREAS, in 2020, the LESSG came to the unanimous conclusion that formation of a new fire protection district combined with dissolution of the existing fire protection districts and divestiture of fire protection services by multi-service agencies was the preferred option for the region to best address the shared challenges faced by the Participating Fire Agencies, and to enhance services to the community; and

WHEREAS, the Participating Fire Agencies jointly financed a feasibility study, conducted by an independent consulting firm selected through an open and public process with the issuance of a Request for Proposals, with said study concluding that a newly drawn fire protection district would beneficially merge the operations of four different agencies currently providing fire services into one efficient, effective, and sustainable emergency services system, providing a proactive, sustainable solution for future fire and emergency service needs for the area by creating a regional district with an improved economy of scale and associated benefits; and

WHEREAS, in October 2022, the Participating Fire Agencies each unanimously approved the feasibility study and directed the LESSG to compile an application to the Plumas Local Agency Formation Commission for the reorganization described in the feasibility study/plan for services (Exhibit B); and

WHEREAS, the Plumas Local Agency Formation Commission, hereinafter referred to as Commission, serves as the review authority over the formation and reorganization of cities and special districts as contained in and authorized by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, hereinafter referred to as "the Act", commencing with Section 56000 of the California Government Code; and

WHEREAS, the Act establishes the process pursuant to which citizens or legislative bodies of local agencies may seek the formation and reorganization of cities and districts; and

WHEREAS, in order to facilitate the formation of a new fire protection district, through adoption of this resolution of application, the City of Portola has assumed the principal role in initiating the proposal and requesting the Commission to commence its review process by the filing of an application with the appropriate fees paid jointly by the Participating Fire Agencies; and

WHEREAS, the proposed reorganization is consistent with the adopted spheres of influence for the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District ensuring that there is no duplication of services within the resulting boundaries of the proposed fire protection district, through dissolution of single service fire providers as indicated by the "Zero Sphere of Influence" adopted for the Beckwourth Fire Protection District and Sierra Valley Fire Protection District, and divestiture of fire and emergency medical services as indicated by the "Limited Service Sphere of Influence" adopted for Gold Mountain Community Services District; and

WHEREAS, notice of intent to adopt this resolution of application has been given, and this Council/Board has conducted a public hearing based upon this notification, and has received and considered comments presented at that hearing; and

WHEREAS, the territory proposed to be reorganized is considered to be inhabited (more than 12 registered voters) and a description of the boundaries of the territory to be included within the proposed fire protection district and a map of the proposed boundary designated as set forth in Exhibit A, are attached hereto and by this reference incorporated herein; and

WHEREAS, the reasons for the proposed reorganization are as follows:

1. The four agencies provide essentially the same fire protection and emergency medical services in the region and face substantially similar challenges to providing adequate and sustainable services, consisting of:
 - a. Ever increasing mandatory requirements and standards.
 - b. Limited volunteers and volunteer recruitment and retention programs and incentives.
 - c. Inadequate levels and types of training opportunities.
 - d. Limited administrative capacity to address growing organizational requirements.
 - e. Insufficient funding to cover growing expenses.
2. The reorganization would allow the new district to better meet the emergency fire, rescue, and medical needs of its communities. The newly formed district will implement a phased plan for creating a uniform level of service within the entirety of its territory which would allow:
 - a. Better utilization of resources.
 - b. Enhanced capital asset planning and streamlined improvement process.
 - c. Enhanced response to emergency incidents based on key operational activities performed by paid professionals, paid part-time readiness staff, expanded paid personnel, fleet and station readiness, and district-wide uniform training and procedures.
 - d. Reduced operating and administrative costs while increasing service levels.
 - e. Enhanced efficiency of management through combining of technology infrastructure, fleet maintenance, and other administrative functions.
 - f. Enhanced and standardized public education outreach.

WHEREAS, the following agencies would be affected by the proposed jurisdictional changes:

1. City of Portola;
2. Beckwourth Fire Protection District;
3. Gold Mountain Community Services District; and
4. Sierra Valley Fire Protection District.

WHEREAS, it is desired to require that the proposed reorganization be subject to the following terms and conditions:

1. A new fire protection district be formed with the proposed boundaries as identified in Exhibit A (map and legal description of boundaries of proposed district).
2. The new fire protection district will be named "Beckwourth Peak Fire Protection District".
3. Beckwourth Fire Protection District and Sierra Valley Fire Protection District shall be dissolved, and the new fire protection district named the successor for both agencies, including all rights, responsibilities, properties, contracts, assets and liabilities, and functions of the Beckwourth Fire Protection District and the Sierra Valley Fire Protection District, and any funds to which it succeeds may be expended and properly disposed of as provided by Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.), as itemized in Asset Transfer Schedules Exhibits C (Beckwourth Fire Protection District) and D (Sierra Valley

Fire Protection District).

4. Gold Mountain Community Services District shall be divested of the power to provide fire protection and emergency medical services, and the new fire protection district named the successor of those services within Gold Mountain Community Services District's boundaries. Gold Mountain Community Services District will maintain its powers to provide wildland fire response and hazardous fuels reduction and will continue to levy a special tax to support these services.
5. The City of Portola shall transfer the responsibility of providing fire protection and emergency medical services, and the new fire protection district named the successor of those services within the city limits.
6. Gold Mountain Community Services District shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule attached hereto as Exhibit E upon district formation.
7. The City of Portola shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule attached hereto as Exhibit F upon district formation.
8. All fire protection volunteers of the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District who meet the qualifications for volunteer fire fighters established by the new fire district shall be invited and encouraged to apply with the new fire protection district.
9. All full- or part-time employees of the Beckwourth Fire Protection District and the Sierra Valley Fire Protection District shall be invited and encouraged to apply with the new fire protection district.
10. Beckwourth Fire Protection District and the Sierra Valley Fire Protection District do not have any full-time employees. No benefit programs are offered to any employees. The board of the new fire district is urged to consider severance payments to employees of the predecessor agencies on a case-by-case basis, if the circumstances of transition to the new district warrant such action.
11. The successor agency shall function under and carry out all authorized duties and responsibilities assigned to a Fire Protection District as outlined in the Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.) and other applicable laws, with the exception of ambulance services presently provided throughout the territory to be included in the proposed new fire protection district by Eastern Plumas Healthcare District.
12. A tax exchange agreement shall be negotiated with the County to maintain at least the existing level of property tax income received by Beckwourth Fire Protection District, Sierra Valley Fire Protection District, and Gold Mountain Community Services District for the successor agency, as provided for in Government Code Section 56810. In addition, the City of Portola shall petition the Board of Supervisors to reallocate a \$70,000, in total, of its existing property tax income, across each of its tax rate areas, to the successor agency. A reallocation formula shall be based upon the FY 2022/23 tax roll information maintained by the County Auditor to determine how much of the \$70,000, in base property tax revenue, will be reallocated from each tax rate area. This is a one-time adjustment that shall continue in perpetuity without further regard for the amount of income generated for the successor agency. Each fiscal year thereafter, the successor agency would continue to receive the base amount and would receive its full share of the annual tax increment, based on the growth in assessed value. The City of Portola shall solicit the County to address existing tax rate incongruities resulting from historical boundary changes during tax sharing negotiations. All resolved incongruities shall be reflected in the FY 2022/23 tax roll information for purposes of the reallocation calculations described above.
13. Formation of the new fire protection district shall be conditioned upon approval of a new special tax by the registered voters of the new fire protection district that would include the following provisions:
 - a. A new revenue source will be required to support the new fire protection district's ability to build and sustain adequate community fire and rescue services for the entire service area. To this end, an annual special tax will be proposed for Assessor's Parcels located entirely or partially within the proposed fire protection district boundary,

based on land use types provided by the Assessor's Office. The proposed special tax will raise funds to plan, finance, implement, manage, own, and operate a regional fire protection district to provide community fire and emergency medical response services. The new special tax must be approved by two-thirds of the votes cast by registered voters residing within the proposed fire protection district's boundary.

- b. Low Income Exemption – The new fire protection district recognizes the proposed special tax may create a burden for low-income property owners in the region. For this reason, the New Fire District shall establish procedures for implementing a Low Income Exemption, to allow landowners who fall within the U.S. Department of Housing and Urban Development (HUD) income limits for "very low" or "poverty level" to apply for a partial or complete exemption from the tax.
 - c. Contiguous Parcel Exemption – The new fire protection district shall establish procedures for implementing a Contiguous Parcel Exemption to allow Assessors Parcels which are categorized as Rate ID "C" under provisions of the special tax, and contiguous, undeveloped, held under identical ownership, shall upon approval of an application of the owners thereof to the District Board, be treated as a single parcel for purposes of this special tax.
 - d. Inflationary Adjustment - The proposed special tax will also include an inflationary adjustment to account for the ever-increasing costs of fire equipment, apparatus, diesel fuel, insurance and other items which typically increase at rates that exceed average inflation. To ensure that the proposed special tax will retain its purchasing power in future years, it is proposed to include an inflationary clause which will allow the new fire protection district Board, to adjust the tax annually, if needed, by no more than the cost of living as measured by the Consumer Price Index (CPI) for the preceding year as prepared by the United States Bureau of Labor. This increase will not exceed 3% each year and must be approved by resolution at a properly noticed public hearing.
14. All previously authorized charges, fees, assessments, and/or taxes currently in effect dedicated to fire protection or emergency medical response, now levied or collected by each of the four agencies, including improvement or assessment districts thereof, shall cease to be levied and collected by each of the four agencies and the successor agency, apart from Gold Mountain Community Services District which will continue to levy a special tax to support wildland fire response and hazardous fuels reduction.
 15. A charges and fee structure for services rendered will be adopted by the new fire protection district board, including procedures by ordinance to administer the special tax including exemptions that balance the needs of the district for funding and the burdens on property owners and file such ordinance with LAFCo.
 16. The provisional appropriation limit of the new fire protection district shall be set by the Plumas Local Agency Formation Commission for the first full year of operations per Government Code Section 56811.
 17. Indebtedness of each of the four agencies, if any, shall remain the legal obligation of only the lands and areas which incurred such indebtedness; however, the outstanding indebtedness of each of the four agencies at the time of consolidation shall remain the obligation of the successor newly formed fire protection district.
 18. The composition of the successor new fire protection district board of directors shall be five (5) member board of directors, elected at-large, each of whom must be a registered voter residing within the district and whose term must be four years, with the exception of the initial board that would have staggered terms with three members serving four-year terms and two members serving two-year terms as determined by agreement of those elected in order to classify staggered terms beginning after the next general district election. The terms of office of the elected board members are determined pursuant to the Uniform District Election Law.
 19. Contract services presently provided by Sierra Valley Fire Protection District to Hallelujah Junction Fire Protection District shall be continued by the successor new fire protection district based on the existing contract.
 20. The services to be provided by the successor District shall be provided in a manner consistent with the "Plan for Services" attached hereto as Exhibit "B" and incorporated herein by reference.

WHEREAS, the City of Portola has assumed Lead Agency status for this project under the California Environmental Quality Act (CEQA), with the remaining Participating Fire Agencies serving as Responsible Agencies; and

WHEREAS, the City has determined that this project is categorically exempt from CEQA pursuant to

CEQA Guidelines Section 15320 (Changes in organization of local agencies) because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment – where the activity consists of changes in the organization or reorganization of local governmental agencies where the changes do not change the geographical area in which previously existing powers are exercised – and that does not involve development or a change in the manner for which an existing service is provided.

WHEREAS, this Council has determined that since a majority of the members of each of the legislative bodies of the four local agencies are adopting substantially similar resolutions of application for this reorganization, the Resolution of Application meets the criteria for requesting a waiver of election proceedings and a waiver of the final Conducting Authority hearing, as set forth in Government Code Section 56853 with regard to the dissolution and divestiture of powers applications; and

WHEREAS, upon approval by the Plumas Local Agency Formation Commission it is recognized that an election must occur of registered voters of the territory within the proposed new fire protection district, including majority voter approval of the question of formation of a new fire protection district and two-thirds voter approval of the proposed special tax, pursuant to California Health and Safety Code Section 13823 and California Government Code Section 50077.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Portola as follows:

SECTION 1. Findings of Facts. The above recitals are adopted as findings of fact.

SECTION 2. Adoption of Resolution of Application. This Resolution of Application is hereby adopted and approved, and the Local Agency Formation Commission of Plumas County is hereby requested to take proceedings for the reorganization of territory described in Exhibit A (Map and Boundary Description) consisting of the formation of a new fire protection district, the dissolution of the Beckwourth and Sierra Valley Fire Protection Districts, and divestiture of the power/transfer of responsibility to provide fire protection, emergency medical and rescue services by the Gold Mountain Community Services District and the City of Portola (as multi-service agencies) according to the terms and conditions stated above and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000, et seq.

SECTION 3. California Environmental Quality Act CEQA. The City hereby determines that this project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15320 (Changes in organization of local agencies) because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment – where the activity consists of changes in the organization or reorganization of local governmental agencies where the changes do not change the geographical area in which previously existing powers are exercised – and that does not involve development or a change in the manner for which an existing service is provided. With respect to this determination, staff is directed to comply with CEQA, including filing a Notice of Exemption with Plumas County and to post it on the City's website.

SECTION 4. Other Acts. The Officers and staff of the City are hereby authorized and directed, jointly and severally, to do any and all things, to execute and deliver any and all documents, which, in consultation with the City Attorney, they may deem necessary or advisable in order to effectuate the purposes of this Resolution, and any and all such actions previously taken by such Officers or staff members are hereby ratified and confirmed.

SECTION 5. Effective Date. This Resolution shall take effect upon adoption.

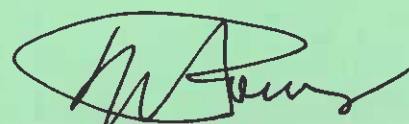
PASSED, APPROVED AND ADOPTED by the City Council at a regular meeting thereof held on the 22nd day of February 2023, by the following vote:

AYES: Councilmember Morton
Councilmember Turner
Mayor Pro Tem Powers
Mayor Cooley

NOES:

ABSTENTIONS:

ABSENT: Councilmember Peiler



Mayor Pro Tem, Bill Powers

ATTESTED:


Deputy City Clerk, Jason Shaw



Attachments:

- Exhibit A, Map and legal description of proposed fire protection district boundaries
- Exhibit B, Plan for Services
- Exhibit C, Beckwourth Fire Protection District Schedule of Asset Transfer
- Exhibit D, Sierra Valley Fire Protection District Schedule of Asset Transfer
- Exhibit E, Gold Mountain Community Services District Schedule of Asset Transfer
- Exhibit F, City of Portola Schedule of Asset Transfer

Exhibit F: City of Portola Schedule of Asset Transfer

The City of Portola shall transfer to the new Fire Protection District all rights, responsibilities, properties, contracts, assets and liabilities, and functions of the Portola Fire Department, except as noted in this exhibit.

Real Property

Facility	Address	APN
North Side Station	420 North Gulling St, Portola	APN 125-203-008 ±0.25 ac APN 125-203-007 ±0.14 ac
South Side Station	316 First Avenue, Portola	APN 126-074-003 ±0.05 ac

Personal Property

Apparatus ID	Year and Manufacturer	Details
9322	2008 Freightliner	Westates built, type 1 engine, light rescue, 1500 gpm, 850 gal, 5 seats, 4 SCBA seats
9331	1976 Peterbilt	3000 gal support tender, 2 seats, standard transmission
9372	2017 Dodge 5500	Type 6 engine, BLS response, 300 gpm, 450 gal, 4 seats
9321	2001 Freightliner	Westates built, type 1 engine, light rescue, 1250 gpm, 750 gal, 5 seats, 3 SCBA seats
9352	2005 Ford Expedition	BLS response, 5 seats
Support 1	Ford	Van body
		All remaining Fire Department sundry supplies, clothing, safety gear, and equipment

Fire Department Property Exempt from Transfer

Apparatus ID	Year and Manufacturer	Details
Ceremonial	1939 LaFrance	Antique Fire truck

County Tax Sharing

The City of Portola shall petition the Board of Supervisors to transfer \$70,000, in total, of the City's existing base property tax revenue to the successor agency. The transfer formula shall be based upon the FY 2022/23 tax roll information maintained by the County Auditor to determine the effective tax allocation factor that would generate approximately \$70,000, in base property tax revenue. This is a base transfer that shall continue in perpetuity without further regard for the amount of revenue generated for the successor agency. Each fiscal year thereafter, the successor agency shall receive the base amount and its share of the annual tax increment derived according to the formula described above, based on the growth in assessed value. The City of Portola shall solicit the County to address existing tax rate incongruities resulting from historical boundary changes during tax sharing negotiations. All resolved incongruities shall be reflected in the FY 2022/23 tax roll information for purposes of the reallocation calculations described above.

Exhibit F
City of Portola Asset Transfer Schedule

TAX DISTRIBUTION 2022	001-001	001-002 <i>Closed Zero Value</i>	001-003 <i>Closed Zero Value</i>	001-004	001-005	001-006	001-007	001-008	001-009	001-010	001-013 <i>From 053-071</i>
County	23.507478%	14.337696%	30.271233%	14.337696%	14.337696%	15.438318%	14.337695%	14.337696%	15.439191%	20.313975%	14.337696%
City of Portola	22.343759%	13.775433%	0.000000%	20.904595%	20.904595%	14.832894%	20.904596%	20.904595%	14.832042%	19.517348%	13.775433%
Flood Control	0.260920%	0.312040%	0.335994%	0.312040%	0.312040%	0.335994%	0.312040%	0.312040%	0.335994%	0.393439%	0.312040%
Portola Cemetery	0.983111%	1.175725%	1.265979%	1.175725%	1.175725%	1.265979%	1.175725%	1.175725%	1.265979%	0.000000%	1.175725%
Eastern Plumas Rural Fire	0.000000%	7.129162%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	7.129162%
Eastern Plumas Hospital	3.397313%	4.062923%	4.374811%	4.062923%	4.062923%	4.374810%	4.062923%	4.062923%	4.374811%	5.122782%	4.062923%
Education	0.114991%	0.137520%	0.148077%	0.137520%	0.137520%	0.148077%	0.137520%	0.137520%	0.148077%	0.173393%	0.137520%
Plumas Unified SD	39.248178%	46.937768%	50.540894%	46.937768%	46.937768%	50.540911%	46.937768%	46.937768%	50.540894%	43.290099%	46.937768%
Feather River College	10.144250%	12.131733%	13.063012%	12.131733%	12.131733%	13.063017%	12.131733%	12.131733%	13.063012%	11.188964%	12.131733%
	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

NEW TAX DISTRIBUTION w/ BFPD and Corrected EPRFPD % moved to City	001-001	001-002 <i>Closed Zero Value</i>	001-003 <i>Closed Zero Value</i>	001-004	001-005	001-006	001-007	001-008	001-009	001-010	001-013 <i>From 053-071</i>
County	23.507478%	14.337696%	30.271233%	14.337696%	14.337696%	15.438318%	14.337695%	14.337696%	15.439191%	20.313975%	14.337696%
City of Portola (Adjusted)	17.407752%	15.968588%	0.000000%	15.968588%	15.968588%	9.896887%	15.968589%	15.968588%	9.896035%	14.581341%	15.968588%
Beckworth Fire (New)	4.936007%	4.936007%	0.000000%	4.936007%	4.936007%	4.936007%	4.936007%	4.936007%	4.936007%	4.936007%	4.936007%
Flood Control	0.260920%	0.312040%	0.335994%	0.312040%	0.312040%	0.335994%	0.312040%	0.312040%	0.335994%	0.393439%	0.312040%
Portola Cemetery	0.983111%	1.175725%	1.265979%	1.175725%	1.175725%	1.265979%	1.175725%	1.175725%	1.265979%	0.000000%	1.175725%
Eastern Plumas Rural Fire (Removed)	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%	0.000000%
Eastern Plumas Hospital	3.397313%	4.062923%	4.374811%	4.062923%	4.062923%	4.374810%	4.062923%	4.062923%	4.374811%	5.122782%	4.062923%
Education	0.114991%	0.137520%	0.148077%	0.137520%	0.137520%	0.148077%	0.137520%	0.137520%	0.148077%	0.173393%	0.137520%
Plumas Unified SD	39.248178%	46.937768%	50.540894%	46.937768%	46.937768%	50.540911%	46.937768%	46.937768%	50.540894%	43.290099%	46.937768%
Feather River College	10.144250%	12.131733%	13.063012%	12.131733%	12.131733%	13.063017%	12.131733%	12.131733%	13.063012%	11.188964%	12.131733%
	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Assessed Value by TRA	\$127,569,289.00	\$487,841.00	\$0.00	\$8,361,257.00	\$383,350.00	\$411,297.00	\$723,457.00	\$1,971,762.00	\$1,869,584.00	\$7,733.00	\$29,471.00
Property Tax Revenue by TRA	\$1,275,692.89	\$4,878.41	\$0.00	\$83,612.57	\$3,833.50	\$4,112.97	\$7,234.57	\$19,717.62	\$18,695.84	\$77.33	\$294.71
Calculated Trasfer Pct using Excel Solver	4.9360068%										
\$70,000.00	\$62,968.29	\$240.80	\$0.00	\$4,127.12	\$189.22	\$203.02	\$357.10	\$973.26	\$922.83	\$3.82	\$14.55
Negd Base Transfer from Portola to Beckworth											

RESOLUTION NO. 2203.012) BECKWOURTH FPD RESOLUTION
AND ASSET TRANSFER**RESOLUTION OF APPLICATION BY THE BOARD OF
DIRECTORS OF THE BECKWOURTH FIRE PROTECTION
DISTRICT REQUESTING THE PLUMAS LOCAL AGENCY
FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR
THE FORMATION OF A NEW FIRE PROTECTION DISTRICT AND
REORGANIZATION OF EXISTING FIRE SERVICE PROVIDERS IN
THE AFFECTED TERRITORY**

Resolved, by the Board of Directors of the Beckwourth Fire Protection District ("the District"),
that:

WHEREAS, the City/District in conjunction with other affected agencies approving substantially similar resolutions and listed within this resolution, desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code and California Health and Safety Code Sections 13800-13970, also known as the Fire Protection District Law of 1987, for the formation of a new fire protection district and the concurrent dissolution of the Beckwourth and Sierra Valley Fire Protection Districts and the divestiture of power/transfer of responsibility to provide fire protection, emergency medical and rescue services by the Gold Mountain Community Services District and the City of Portola (as multi-service agencies), contingent upon the formation of the proposed fire protection district as authorized by LAFCo and approved by election; and

WHEREAS, the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District, hereinafter referred to as "Participating Fire Agencies", are authorized to provide fire protection, emergency medical and rescue services within their respective boundaries directly or by contract based on their respective formation documents and principal acts (California Government Code Section 38600, et seq., California Health and Safety Code Section 13800, et seq., and California Government Code Section 61000, et seq.); and

WHEREAS, in 2017, the City of Portola made the decision to close its fire department and contract for services, which was the impetus for several discussions and meetings amongst the region's fire protection providers and the public seeking a means to address the common issues faced by the affected agencies, including but not limited to significant financial constraints in the face of rising costs, reliance on volunteers in a time of declining volunteerism, illogical fire service boundaries, disjointed service operations and planning, and maintaining full governing bodies from small population bases; and

WHEREAS, in 2020, the Participating Fire Agencies each signed a memorandum of understanding forming the Local Emergency Services Study Group (LESSG) with the intent of considering structure options to address the common challenges to effective fire protection and emergency medical services in the region; and

WHEREAS, in 2020, the LESSG came to the unanimous conclusion that formation of a new fire protection district combined with dissolution of the existing fire protection districts and divestiture of fire protection services by multi-service agencies was the preferred option for the region to best address the shared challenges faced by the Participating Fire Agencies, and to enhance services to the community; and

WHEREAS, the Participating Fire Agencies jointly financed a feasibility study, conducted by an independent consulting firm selected through an open and public process with the issuance of a Request for Proposals, with said study concluding that a newly drawn fire protection district would beneficially merge the operations of four different agencies currently providing fire services into one efficient, effective, and sustainable emergency services system, providing a proactive, sustainable solution for future fire and

emergency service needs for the area by creating a regional district with an improved economy of scale and associated benefits; and

WHEREAS, in October 2022, the Participating Fire Agencies each unanimously approved the feasibility study and directed the LESSG to compile an application to the Plumas Local Agency Formation Commission for the reorganization described in the feasibility study/plan for services (Exhibit B); and

WHEREAS, the Plumas Local Agency Formation Commission, hereinafter referred to as Commission, serves as the review authority over the formation and reorganization of cities and special districts as contained in and authorized by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, hereinafter referred to as “the Act”, commencing with Section 56000 of the California Government Code; and

WHEREAS, the Act establishes the process pursuant to which citizens or legislative bodies of local agencies may seek the formation and reorganization of cities and districts; and

WHEREAS, in order to facilitate the formation of a new fire protection district, through adoption of this resolution of application, the City of Portola has assumed the principal role in initiating the proposal and requesting the Commission to commence its review process by the filing of an application with the appropriate fees paid jointly by the Participating Fire Agencies; and

WHEREAS, the proposed reorganization is consistent with the adopted spheres of influence for the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District ensuring that there is no duplication of services within the resulting boundaries of the proposed fire protection district, through dissolution of single service fire providers as indicated by the “Zero Sphere of Influence” adopted for the Beckwourth Fire Protection District and Sierra Valley Fire Protection District, and divestiture of fire and emergency medical services as indicated by the “Limited Service Sphere of Influence” adopted for Gold Mountain Community Services District; and

WHEREAS, notice of intent to adopt this resolution of application has been given, and this Board has conducted a public hearing based upon this notification, and has received and considered comments presented at that hearing; and

WHEREAS, the territory proposed to be reorganized is considered to be inhabited (more than 12 registered voters) and a description of the boundaries of the territory to be included within the proposed fire protection district and a map of the proposed boundary designated as set forth in Exhibit A, are attached hereto and by this reference incorporated herein; and

WHEREAS, the reasons for the proposed reorganization are as follows:

1. The four agencies provide essentially the same fire protection and emergency medical services in the region and face substantially similar challenges to providing adequate and sustainable services, consisting of:
 - a. Ever increasing mandatory requirements and standards.
 - b. Limited volunteers and volunteer recruitment and retention programs and incentives.
 - c. Inadequate levels and types of training opportunities.
 - d. Limited administrative capacity to address growing organizational requirements.
 - e. Insufficient funding to cover growing expenses.
2. The reorganization would allow the new district to better meet the emergency fire, rescue, and medical needs of its communities. The newly formed district will implement a phased plan for creating a uniform level of service within the entirety of its territory which would allow:

- a. Better utilization of resources.
- b. Enhanced capital asset planning and streamlined improvement process.
- c. Enhanced response to emergency incidents based on key operational activities performed by paid professionals, paid part-time readiness staff, expanded paid personnel, fleet and station readiness, and district-wide uniform training and procedures.
- d. Reduced operating and administrative costs while increasing service levels.
- e. Enhanced efficiency of management through combining of technology infrastructure, fleet maintenance, and other administrative functions.
- f. Enhanced and standardized public education outreach.

WHEREAS, the following agencies would be affected by the proposed jurisdictional changes:

1. City of Portola;
2. Beckwourth Fire Protection District;
3. Gold Mountain Community Services District; and
4. Sierra Valley Fire Protection District.

WHEREAS, it is desired to require that the proposed reorganization be subject to the following terms and conditions:

1. A new fire protection district be formed with the proposed boundaries as identified in Exhibit A (map and legal description of boundaries of proposed district).
2. The new fire protection district will be named "Beckwourth Peak Fire Protection District".
3. Beckwourth Fire Protection District and Sierra Valley Fire Protection District shall be dissolved, and the new fire protection district named the successor for both agencies, including all rights, responsibilities, properties, contracts, assets and liabilities, and functions of the Beckwourth Fire Protection District and the Sierra Valley Fire Protection District, and any funds to which it succeeds may be expended and properly disposed of as provided by Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.), as itemized in Asset Transfer Schedules Exhibits C (Beckwourth Fire Protection District) and D (Sierra Valley Fire Protection District).
4. Gold Mountain Community Services District shall be divested of the power to provide fire protection and emergency medical services, and the new fire protection district named the successor of those services within Gold Mountain Community Services District's boundaries. Gold Mountain Community Services District will maintain its powers to provide wildland fire response and hazardous fuels reduction and will continue to levy a special tax to support these services.
5. The City of Portola shall transfer the responsibility of providing fire protection and emergency medical services, and the new fire protection district named the successor of those services within the city limits.
6. Gold Mountain Community Services District shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule attached hereto as Exhibit E upon district formation.

7. The City of Portola shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule attached hereto as Exhibit F upon district formation.
8. All fire protection volunteers of the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District who meet the qualifications for volunteer fire fighters established by the new fire district shall be invited and encouraged to apply with the new fire protection district.
9. All full- or part-time employees of the Beckwourth Fire Protection District and the Sierra Valley Fire Protection District shall be invited and encouraged to apply with the new fire protection district.
10. Beckwourth Fire Protection District and the Sierra Valley Fire Protection District do not have any full-time employees. No benefit programs are offered to any employees. The board of the new fire district is urged to consider severance payments to employees of the predecessor agencies on a case-by-case basis, if the circumstances of transition to the new district warrant such action.
11. The successor agency shall function under and carry out all authorized duties and responsibilities assigned to a Fire Protection District as outlined in the Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.) and other applicable laws, with the exception of ambulance services presently provided throughout the territory to be included in the proposed new fire protection district by Eastern Plumas Healthcare District.
12. A tax exchange agreement shall be negotiated with the County to allocate the property tax revenue structure currently assigned to Beckwourth Fire Protection District, Sierra Valley Fire Protection District, and Gold Mountain Community Services District to the successor agency, as provided for in Government Code Section 56810. In addition, the City of Portola shall petition the Board of Supervisors to transfer \$70,000, in total, of the City's existing base property tax revenue to the successor agency. The transfer formula shall be based upon the FY 2022/23 tax roll information maintained by the County Auditor to determine the effective tax allocation factor that would generate approximately \$70,000, in base property tax revenue. This is a base transfer that shall continue in perpetuity without further regard for the amount of revenue generated for the successor agency. Each fiscal year thereafter, the successor agency shall receive the base amount and its share of the annual tax increment derived according to the formula described above, based on the growth in assessed value. The City of Portola shall solicit the County to address existing tax rate incongruities resulting from historical boundary changes during tax sharing negotiations. All resolved incongruities shall be reflected in the FY 2022/23 tax roll information for purposes of the reallocation calculations described above.
13. Formation of the new fire protection district shall be conditioned upon approval of a new special tax by the registered voters of the new fire protection district that would include the following provisions:
 - a. A new revenue source will be required to support the new fire protection district's ability to build and sustain adequate community fire and rescue services for the entire service area. To this end, an annual special tax will be proposed for Assessor's Parcels located entirely or partially within the proposed fire protection district boundary, based on land use types provided by the Assessor's Office. The proposed special tax will raise funds to plan, finance, implement, manage, own, and operate a regional fire

protection district to provide community fire and emergency medical response services. The new special tax must be approved by two-thirds of the votes cast by registered voters residing within the proposed fire protection district's boundary.

- b. Low Income Exemption – The new fire protection district recognizes the proposed special tax may create a burden for low-income property owners in the region. For this reason, the New Fire District shall establish procedures for implementing a Low Income Exemption, to allow landowners who fall within the U.S. Department of Housing and Urban Development (HUD) income limits for “very low” or “poverty level” to apply for a partial or complete exemption from the tax.
 - c. Contiguous Parcel Exemption – The new fire protection district shall establish procedures for implementing a Contiguous Parcel Exemption to allow Assessors Parcels which are categorized as Rate ID "C" under provisions of the special tax, and contiguous, undeveloped, held under identical ownership, shall upon approval of an application of the owners thereof to the District Board, be treated as a single parcel for purposes of this special tax.
 - d. Inflationary Adjustment - The proposed special tax will also include an inflationary adjustment to account for the ever-increasing costs of fire equipment, apparatus, diesel fuel, insurance and other items which typically increase at rates that exceed average inflation. To ensure that the proposed special tax will retain its purchasing power in future years, it is proposed to include an inflationary clause which will allow the new fire protection district Board, to adjust the tax annually, if needed, by no more than the cost of living as measured by the Consumer Price Index (CPI) for All West Urban Consumers, Non-seasonally Adjusted, for the Preceding Year (Bureau of Labor Statistics Series ID CUUR400SAO) for the preceding year. This increase will not exceed 3% each year and must be approved by resolution at a properly noticed public hearing.
14. All previously authorized charges, fees, assessments, and/or taxes currently in effect dedicated to fire protection or emergency medical response, now levied or collected by each of the four agencies, including improvement or assessment districts thereof, shall cease to be levied and collected by each of the four agencies and the successor agency, apart from Gold Mountain Community Services District which will continue to levy a special tax to support wildland fire response and hazardous fuels reduction.
15. A charges and fee structure for services rendered will be adopted by the new fire protection district board, including procedures by ordinance to administer the special tax including exemptions that balance the needs of the district for funding and the burdens on property owners and file such ordinance with LAFCo.
16. The provisional appropriation limit of the new fire protection district shall be set by the Plumas Local Agency Formation Commission for the first full year of operations per Government Code Section 56811.
17. Indebtedness of each of the four agencies, if any, shall remain the legal obligation of only the lands and areas which incurred such indebtedness; however, the outstanding indebtedness of each of the four agencies at the time of consolidation shall remain the obligation of the successor newly formed fire protection district.
18. The composition of the successor new fire protection district board of directors shall be five (5) member board of directors, elected at-large, each of whom must be a registered voter residing within the district and whose term must be four years, with the exception of

the initial board that would have staggered terms with three members serving four-year terms and two members serving two-year terms as determined by agreement of those elected in order to classify staggered terms beginning after the next general district election. The terms of office of the elected board members are determined pursuant to the Uniform District Election Law.

19. Contract services presently provided by Sierra Valley Fire Protection District to Hallelujah Junction Fire Protection District shall be continued by the successor new fire protection district based on the existing contract.
20. The services to be provided by the successor District shall be provided in a manner consistent with the "Plan for Services" attached hereto as Exhibit "B" and incorporated herein by reference.

WHEREAS, the City of Portola has assumed Lead Agency status for this project under the California Environmental Quality Act (CEQA), with the remaining Participating Fire Agencies serving as Responsible Agencies; and

WHEREAS, the District has determined that this project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15320 (Changes in organization of local agencies) because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment – where the activity consists of changes in the organization or reorganization of local governmental agencies where the changes do not change the geographical area in which previously existing powers are exercised – and that does not involve development or a change in the manner for which an existing service is provided.

WHEREAS, this Board has determined that since a majority of the members of each of the legislative bodies of the four local agencies are adopting substantially similar resolutions of application for this reorganization, the Resolution of Application meets the criteria for requesting a waiver of election proceedings and a waiver of the final Conducting Authority hearing, as set forth in Government Code Section 56853 with regard to the dissolution and divestiture of powers applications; and

WHEREAS, upon approval by the Plumas Local Agency Formation Commission it is recognized that an election must occur of registered voters of the territory within the proposed new fire protection district, including majority voter approval of the question of formation of a new fire protection district and two-thirds voter approval of the proposed special tax, pursuant to California Health and Safety Code Section 13823 and California Government Code Section 50077.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the District as follows:

SECTION 1. Findings of Facts. The above recitals are adopted as findings of fact.

SECTION 2. Adoption of Resolution of Application. This Resolution of Application is hereby adopted and approved, and the Local Agency Formation Commission of Plumas County is hereby requested to take proceedings for the reorganization of territory described in Exhibit A (Map and Boundary Description) consisting of the formation of a new fire protection district, the dissolution of the Beckwourth and Sierra Valley Fire Protection Districts, and divestiture of the power/transfer of responsibility to provide fire protection, emergency medical and rescue services by the Gold Mountain Community Services District and the City of Portola (as multi-service agencies) according to the terms and conditions stated above and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000, et seq.

SECTION 3. Other Acts. The Officers and staff of the District are hereby authorized and directed,

jointly and severally, to do any and all things, to execute and deliver any and all documents, which, in consultation with the District Counsel, they may deem necessary or advisable in order to effectuate the purposes of this Resolution, and any and all such actions previously taken by such Officers or staff members are hereby ratified and confirmed.

SECTION 4. Effective Date. This Resolution shall take effect upon adoption.


PASSED, APPROVED AND ADOPTED by the Board of Directors of the Beckwourth Fire Protection District at a regular meeting thereof held on the ___15 day of ___March, 2023, by the following vote:


AYES: Chairman Smith, Vice Chairman Greenwood
Director Ceresola

NOES: - NONE

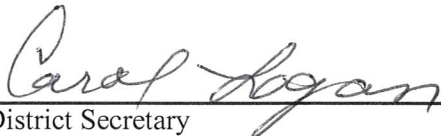
ABSTENTIONS:

ABSENT: Director Miller, Director McGarr

 3-15-23
Chairman
Beckwourth Fire Protection District

 3/15/23
Vice Chairman
Beckwourth Fire Protection District

ATTESTED:


District Secretary

Attachments:

Exhibit A, Map and legal description of proposed fire protection district boundaries

Exhibit B, Plan for Services

Exhibit C, Beckwourth Fire Protection District Schedule of Asset Transfer

Exhibit D, Sierra Valley Fire Protection District Schedule of Asset Transfer

Exhibit E, Gold Mountain Community Services District Schedule of Asset Transfer

Exhibit F, City of Portola Schedule of Asset Transfer

Exhibit C: Beckwourth Fire Protection District Schedule of Asset Transfer

Beckwourth Fire Protection District shall be dissolved, and the new fire protection district named the successor agencies, including all rights, responsibilities, properties, contracts, assets and liabilities, and functions of the Beckwourth Fire Protection District

Real Property

Facility	Address	APN
Station 1	180 Main St, Beckwourth	APN 140-025-006 ±0.54 ac
Station 2	4076 Grizzly Rd, Beckwourth	APN 028-010-050 ±0.66 ac
Vacant Land	Dixie Valley Rd	APN 145-070-011 ±3.63 ac

Personal Property

Apparatus ID	Year and Manufacturer	Details
9423	2007 American LaFrance	Type 1 engine, medium rescue, 1500 gpm pump, 750 gal tank, 5 seats, 4 SCBA seats
9454	1996 International	Heavy rescue, 5 seats, 3 SCBA seats
9477	1999 International	Type 3 engine, 500 gpm pump, 500 gal tank, 4 seats
9461	Ford F250	Type 7 engine, 150 gpm pump, 150 gal tank, 4 seats
9424	2000 HME	Type 1 engine, 1250 gpm pump, 800 Gal tank, 4seats, 3 SCBA seats
9475	1989 International	Type 3 engine, 500 gpm pump, 500 gal tank, 3 enclosed seats, 2 outside seats
9476	1999 International	
9432	1987 Navistar	Water tender, 2 seats
9450	2007 Chevy Tahoe	Medical response
9452	2002 Chevy Tahoe	Medical response
9453	2000 Ford F350	Medical response
9462	Ford F250	Medical response w/9301
9400	2002 Chevy Suburban	Command vehicle
		All remaining Fire Department sundry supplies, clothing, safety gear, and equipment

USFS Apparatus Loan Program

Apparatus ID	Year and Manufacturer	Details
9476	1999 International	Type 3 brush truck, 500 gal tank, 4 seats, 3 SCBA seats
9431	2002 International	Pierce built, 500 gpm pump, 1500 gal tank, 2 seats

RESOLUTION NO. 2022-23-004

4) GOLD MOUNTAIN CSD RESOLUTION
AND ASSET TRANSFER**RESOLUTION OF APPLICATION BY THE BOARD OF
DIRECTORS OF THE GOLD MOUNTAIN COMMUNITY SERVICES
DISTRICT REQUESTING THE PLUMAS LOCAL AGENCY
FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR
THE FORMATION OF A NEW FIRE PROTECTION DISTRICT AND
REORGANIZATION OF EXISTING FIRE SERVICE PROVIDERS IN
THE AFFECTED TERRITORY**

Resolved, by the Board of Directors of the Gold Mountain Community Services District ("the District"), that:

WHEREAS, the District in conjunction with other affected agencies approving substantially similar resolutions and listed within this resolution, desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code and California Health and Safety Code Sections 13800-13970, also known as the Fire Protection District Law of 1987, for the formation of a new fire protection district and the concurrent dissolution of the Beckwourth and Sierra Valley Fire Protection Districts and the divestiture of power/transfer of responsibility to provide fire protection, emergency medical and rescue services by the Gold Mountain Community Services District and the City of Portola (as multi-service agencies), contingent upon the formation of the proposed fire protection district as authorized by LAFCo and approved by election; and

WHEREAS, the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District, hereinafter referred to as "Participating Fire Agencies", are authorized to provide fire protection, emergency medical and rescue services within their respective boundaries directly or by contract based on their respective formation documents and principal acts (California Government Code Section 38600, et seq., California Health and Safety Code Section 13800, et seq., and California Government Code Section 61000, et seq.); and

WHEREAS, in 2017, the City of Portola made the decision to close its fire department and contract for services, which was the impetus for several discussions and meetings amongst the region's fire protection providers and the public seeking a means to address the common issues faced by the affected agencies, including but not limited to significant financial constraints in the face of rising costs, reliance on volunteers in a time of declining volunteerism, illogical fire service boundaries, disjointed service operations and planning, and maintaining full governing bodies from small population bases; and

WHEREAS, in 2020, the Participating Fire Agencies each signed a memorandum of understanding forming the Local Emergency Services Study Group (LESSG) with the intent of considering structure options to address the common challenges to effective fire protection and emergency medical services in the region; and

WHEREAS, in 2020, the LESSG came to the unanimous conclusion that formation of a new fire protection district combined with dissolution of the existing fire protection districts and divestiture of fire protection services by multi-service agencies was the preferred option for the region to best address the shared challenges faced by the Participating Fire Agencies, and to enhance services to the community; and

WHEREAS, the Participating Fire Agencies jointly financed a feasibility study, conducted by an independent consulting firm selected through an open and public process with the issuance of a Request for Proposals, with said study concluding that a newly drawn fire protection district would beneficially merge the operations of four different agencies currently providing fire services into one efficient, effective, and sustainable emergency services system, providing a proactive, sustainable solution for future fire and

emergency service needs for the area by creating a regional district with an improved economy of scale and associated benefits; and

WHEREAS, in October 2022, the Participating Fire Agencies each unanimously approved the feasibility study and directed the LESSG to compile an application to the Plumas Local Agency Formation Commission for the reorganization described in the feasibility study/plan for services (Exhibit B); and

WHEREAS, the Plumas Local Agency Formation Commission, hereinafter referred to as Commission, serves as the review authority over the formation and reorganization of cities and special districts as contained in and authorized by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, hereinafter referred to as "the Act", commencing with Section 56000 of the California Government Code; and

WHEREAS, the Act establishes the process pursuant to which citizens or legislative bodies of local agencies may seek the formation and reorganization of cities and districts; and

WHEREAS, in order to facilitate the formation of a new fire protection district, through adoption of this resolution of application, the City of Portola has assumed the principal role in initiating the proposal and requesting the Commission to commence its review process by the filing of an application with the appropriate fees paid jointly by the Participating Fire Agencies; and

WHEREAS, the proposed reorganization is consistent with the adopted spheres of influence for the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District ensuring that there is no duplication of services within the resulting boundaries of the proposed fire protection district, through dissolution of single service fire providers as indicated by the "Zero Sphere of Influence" adopted for the Beckwourth Fire Protection District and Sierra Valley Fire Protection District, and divestiture of fire and emergency medical services as indicated by the "Limited Service Sphere of Influence" adopted for Gold Mountain Community Services District; and

WHEREAS, notice of intent to adopt this resolution of application has been given, and this Board has conducted a public hearing based upon this notification, and has received and considered comments presented at that hearing; and

WHEREAS, the territory proposed to be reorganized is considered to be inhabited (more than 12 registered voters) and a description of the boundaries of the territory to be included within the proposed fire protection district and a map of the proposed boundary designated as set forth in Exhibit A, are attached hereto and by this reference incorporated herein; and

WHEREAS, the reasons for the proposed reorganization are as follows:

1. The four agencies provide essentially the same fire protection and emergency medical services in the region and face substantially similar challenges to providing adequate and sustainable services, consisting of:
 - a. Ever increasing mandatory requirements and standards.
 - b. Limited volunteers and volunteer recruitment and retention programs and incentives.
 - c. Inadequate levels and types of training opportunities.
 - d. Limited administrative capacity to address growing organizational requirements.
 - e. Insufficient funding to cover growing expenses.
2. The reorganization would allow the new district to better meet the emergency fire, rescue, and medical needs of its communities. The newly formed district will implement a phased plan for creating a uniform level of service within the entirety of its territory which would allow:

- a. Better utilization of resources.
- b. Enhanced capital asset planning and streamlined improvement process.
- c. Enhanced response to emergency incidents based on key operational activities performed by paid professionals, paid part-time readiness staff, expanded paid personnel, fleet and station readiness, and district-wide uniform training and procedures.
- d. Reduced operating and administrative costs while increasing service levels.
- e. Enhanced efficiency of management through combining of technology infrastructure, fleet maintenance, and other administrative functions.
- f. Enhanced and standardized public education outreach.

WHEREAS, the following agencies would be affected by the proposed jurisdictional changes:

1. City of Portola;
2. Beckwourth Fire Protection District;
3. Gold Mountain Community Services District;
4. Sierra Valley Fire Protection District; and

WHEREAS, it is desired to require that the proposed reorganization be subject to the following terms and conditions:

1. A new fire protection district be formed with the proposed boundaries as identified in Exhibit A (map and legal description of boundaries of proposed district).
2. The new fire protection district will be named "Beckwourth Peak Fire Protection District".
3. Beckwourth Fire Protection District and Sierra Valley Fire Protection District shall be dissolved, and the new fire protection district named the successor for both agencies, including all rights, responsibilities, properties, contracts, assets and liabilities, and functions of the Beckwourth Fire Protection District and the Sierra Valley Fire Protection District, and any funds to which it succeeds may be expended and properly disposed of as provided by Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.), as itemized in Asset Transfer Schedules Exhibits C (Beckwourth Fire Protection District) and D (Sierra Valley Fire Protection District).
4. Gold Mountain Community Services District shall be divested of the power to provide fire protection and emergency medical services, and the new fire protection district named the successor of those services within Gold Mountain Community Services District's boundaries. Gold Mountain Community Services District will maintain its powers to provide wildland fire response and hazardous fuels reduction and will continue to levy a special tax to support these services.
5. The City of Portola shall transfer the responsibility of providing fire protection and emergency medical services, and the new fire protection district named the successor of those services within the city limits.
6. Gold Mountain Community Services District shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule

attached hereto as Exhibit E upon district formation.

7. The City of Portola shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule attached hereto as Exhibit F upon district formation.
8. All fire protection volunteers of the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District who meet the qualifications for volunteer fire fighters established by the new fire district shall be invited and encouraged to apply with the new fire protection district.
9. All full- or part-time employees of the Beckwourth Fire Protection District and the Sierra Valley Fire Protection District shall be invited and encouraged to apply with the new fire protection district.
10. Beckwourth Fire Protection District and the Sierra Valley Fire Protection District do not have any full-time employees. No benefit programs are offered to any employees. The board of the new fire district is urged to consider severance payments to employees of the predecessor agencies on a case-by-case basis, if the circumstances of transition to the new district warrant such action.
11. The successor agency shall function under and carry out all authorized duties and responsibilities assigned to a Fire Protection District as outlined in the Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.) and other applicable laws, with the exception of ambulance services presently provided throughout the territory to be included in the proposed new fire protection district by Eastern Plumas Healthcare District.
12. A tax exchange agreement shall be negotiated with the County to allocate the property tax revenue structure currently assigned to Beckwourth Fire Protection District, Sierra Valley Fire Protection District, and Gold Mountain Community Services District to the successor agency, as provided for in Government Code Section 56810. In addition, the City of Portola shall petition the Board of Supervisors to transfer \$70,000, in total, of its existing base property tax revenue to the successor agency. The transfer formula shall be based upon the FY 2022/23 tax roll information maintained by the County Auditor to determine the effective tax allocation factor that would generate approximately \$70,000, in base property tax revenue. This is a base transfer that shall continue in perpetuity without further regard for the amount of revenue generated for the successor agency. Each fiscal year thereafter, the successor agency shall receive the base amount and its share of the annual tax increment derived according to the formula described above, based on the growth in assessed value. The City of Portola shall solicit the County to address existing tax rate incongruities resulting from historical boundary changes during tax sharing negotiations. All resolved incongruities shall be reflected in the FY 2022/23 tax roll information for purposes of the reallocation calculations described above.
13. Formation of the new fire protection district shall be conditioned upon approval of a new special tax by the registered voters of the new fire protection district that would include the following provisions:
 - a. A new revenue source will be required to support the new fire protection district's ability to build and sustain adequate community fire and rescue services for the entire service area. To this end, an annual special tax will be proposed for Assessor's Parcels located entirely or partially within the proposed fire protection district boundary,

based on land use types provided by the Assessor's Office. The proposed special tax will raise funds to plan, finance, implement, manage, own, and operate a regional fire protection district to provide community fire and emergency medical response services. The new special tax must be approved by two-thirds of the votes cast by registered voters residing within the proposed fire protection district's boundary.

- b. Low Income Exemption – The new fire protection district recognizes the proposed special tax may create a burden for low-income property owners in the region. For this reason, the New Fire District shall establish procedures for implementing a Low Income Exemption, to allow landowners who fall within the U.S. Department of Housing and Urban Development (HUD) income limits for “very low” or “poverty level” to apply for a partial or complete exemption from the tax.
 - c. Contiguous Parcel Exemption – The new fire protection district shall establish procedures for implementing a Contiguous Parcel Exemption to allow Assessors Parcels which are categorized as Rate ID "C" under provisions of the special tax, and contiguous, undeveloped, held under identical ownership, shall upon approval of an application of the owners thereof to the District Board, be treated as a single parcel for purposes of this special tax.
 - d. Inflationary Adjustment - The proposed special tax will also include an inflationary adjustment to account for the ever-increasing costs of fire equipment, apparatus, diesel fuel, insurance and other items which typically increase at rates that exceed average inflation. To ensure that the proposed special tax will retain its purchasing power in future years, it is proposed to include an inflationary clause which will allow the new fire protection district Board, to adjust the tax annually, if needed, by no more than the cost of living as measured by the Consumer Price Index (CPI) for the preceding year as prepared by the United States Bureau of Labor. This increase will not exceed 3% each year and must be approved by resolution at a properly noticed public hearing.
- 14. All previously authorized charges, fees, assessments, and/or taxes currently in effect dedicated to fire protection or emergency medical response, now levied or collected by each of the four agencies, including improvement or assessment districts thereof, shall cease to be levied and collected by each of the four agencies and the successor agency, apart from Gold Mountain Community Services District which will continue to levy a special tax to support wildland fire response and hazardous fuels reduction.
 - 15. A charges and fee structure for services rendered will be adopted by the new fire protection district board, including procedures by ordinance to administer the special tax including exemptions that balance the needs of the district for funding and the burdens on property owners and file such ordinance with LAFCo.
 - 16. The provisional appropriation limit of the new fire protection district shall be set by the Plumas Local Agency Formation Commission for the first full year of operations per Government Code Section 56811.
 - 17. Indebtedness of each of the four agencies, if any, shall remain the legal obligation of only the lands and areas which incurred such indebtedness; however, the outstanding indebtedness of each of the four agencies at the time of consolidation shall remain the obligation of the successor newly formed fire protection district.
 - 18. The composition of the successor new fire protection district board of directors shall be five (5) member board of directors, elected at-large, each of whom must be a registered voter residing within the district and whose term must be four years, with the exception of the initial board that would have staggered terms with three members serving four-year

terms and two members serving two-year terms as determined by agreement of those elected in order to classify staggered terms beginning after the next general district election. The terms of office of the elected board members are determined pursuant to the Uniform District Election Law.

19. Contract services presently provided by Sierra Valley Fire Protection District to Hallelujah Junction Fire Protection District shall be continued by the successor new fire protection district based on the existing contract.
20. The services to be provided by the successor District shall be provided in a manner consistent with the "Plan for Services" attached hereto as Exhibit "B" and incorporated herein by reference.

WHEREAS, the City of Portola has assumed Lead Agency status for this project under the California Environmental Quality Act (CEQA), with the remaining Participating Fire Agencies serving as Responsible Agencies; and

WHEREAS, the District has determined that this project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15320 (Changes in organization of local agencies) because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment – where the activity consists of changes in the organization or reorganization of local governmental agencies where the changes do not change the geographical area in which previously existing powers are exercised – and that does not involve development or a change in the manner for which an existing service is provided.

WHEREAS, this Board has determined that since a majority of the members of each of the legislative bodies of the four local agencies are adopting substantially similar resolutions of application for this reorganization, the Resolution of Application meets the criteria for requesting a waiver of election proceedings and a waiver of the final Conducting Authority hearing, as set forth in Government Code Section 56853 with regard to the dissolution and divestiture of powers applications; and

WHEREAS, upon approval by the Plumas Local Agency Formation Commission it is recognized that an election must occur of registered voters of the territory within the proposed new fire protection district, including majority voter approval of the question of formation of a new fire protection district and two-thirds voter approval of the proposed special tax, pursuant to California Health and Safety Code Section 13823 and California Government Code Section 50077.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the Gold Mountain Community Services District as follows:

SECTION 1. Findings of Facts. The above recitals are adopted as findings of fact.

SECTION 2. Adoption of Resolution of Application. This Resolution of Application is hereby adopted and approved, and the Local Agency Formation Commission of Plumas County is hereby requested to take proceedings for the reorganization of territory described in Exhibit A (Map and Boundary Description) consisting of the formation of a new fire protection district, the dissolution of the Beckwourth and Sierra Valley Fire Protection Districts, and divestiture of the power/transfer of responsibility to provide fire protection, emergency medical and rescue services by the Gold Mountain Community Services District and the City of Portola (as multi-service agencies) according to the terms and conditions stated above and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000, et seq.

SECTION 3. Other Acts. The Officers and staff of the City/District are hereby authorized and directed, jointly and severally, to do any and all things, to execute and deliver any and all documents, which, in consultation with the City Attorney/District Counsel, they may deem necessary or advisable in order to effectuate the purposes of this Resolution, and any and all such actions previously taken by such Officers or staff members are hereby ratified and confirmed.

SECTION 4. Effective Date. This Resolution shall take effect upon adoption.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Gold Mountain Community Services District at a regular meeting thereof held on the 17th day of February 2023, by the following vote:

AYES: Director Kogge, Director St. Pierre, Vice-President Seney, President Bennie

NOES: None

ABSTENTIONS: None

ABSENT: None



Gordon Bennie, President
Gold Mountain Community Services District

ATTEST:



Leslie Chrysler, District Secretary
Gold Mountain Community Services District

Attachments:

Exhibit A, Map and legal description of proposed fire protection district boundaries

Exhibit B, Plan for Services

Exhibit C, Beckwourth Fire Protection District Schedule of Asset Transfer

Exhibit D, Sierra Valley Fire Protection District Schedule of Asset Transfer

Exhibit E, Gold Mountain Community Services District Schedule of Asset Transfer

Exhibit F, City of Portola Schedule of Asset Transfer

Exhibit E: Gold Mountain Community Services District Schedule of Asset Transfer

Gold Mountain Community Services District shall be divested of the power to provide fire protection and emergency medical services, and the new fire protection district named the successor of those services within Gold Mountain Community Services District's boundaries. Gold Mountain Community Services District will maintain its powers to provide wildland fire response and hazardous fuels reduction and will continue to levy a special tax to support these services.

Asset	Resource
\$75,000.00 Cash	Gold Mountain Community Services District Fire Fund Account

Sierra Valley Fire District

Resolution No. 2023-02

Concerning a Resolution of Application by the Board of Directors of the Sierra Valley Fire Protection District requesting the Plumas Local Agency Formation Commission (LAFCo) to initiate Proceedings for the Formation of a New Fire Protection District and Reorganization of Existing Fire Service Providers in the Affected Territory. Should LAFCo approve the application and the voters approve the resulting ballot measures, Sierra Valley Fire Protection District would be dissolved, and the new fire protection district named the successor agency, including all rights, responsibilities, properties, contracts, assets and liabilities, and functions of the Sierra Valley Fire Protection District.

Ayes: 3

Noes:

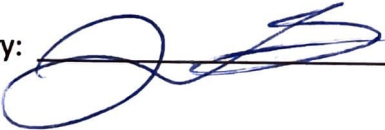
Absent: 2

Chairman, Board of Directors



3-14-2023

Secretary:



3-14-2023

RESOLUTION NO. 2023-2

RESOLUTION OF APPLICATION BY THE BOARD OF DIRECTORS OF THE SIERRA VALLEY FIRE PROTECTION DISTRICT REQUESTING THE PLUMAS LOCAL AGENCY FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR THE FORMATION OF A NEW FIRE PROTECTION DISTRICT AND REORGANIZATION OF EXISTING FIRE SERVICE PROVIDERS IN THE AFFECTED TERRITORY

Resolved, by the Board of Directors of the Sierra Valley Fire Protection District ("the District"), that:

WHEREAS, the District in conjunction with other affected agencies approving substantially similar resolutions and listed within this resolution, desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code and California Health and Safety Code Sections 13800-13970, also known as the Fire Protection District Law of 1987, for the formation of a new fire protection district and the concurrent dissolution of the Beckwourth and Sierra Valley Fire Protection Districts and the divestiture of power/transfer of responsibility to provide fire protection, emergency medical and rescue services by the Gold Mountain Community Services District and the City of Portola (as multi-service agencies), contingent upon the formation of the proposed fire protection district as authorized by LAFCo and approved by election; and

WHEREAS, the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District, hereinafter referred to as "Participating Fire Agencies", are authorized to provide fire protection, emergency medical and rescue services within their respective boundaries directly or by contract based on their respective formation documents and principal acts (California Government Code Section 38600, et seq., California Health and Safety Code Section 13800, et seq., and California Government Code Section 61000, et seq.); and

WHEREAS, in 2017, the City of Portola made the decision to close its fire department and contract for services, which was the impetus for several discussions and meetings amongst the region's fire protection providers and the public seeking a means to address the common issues faced by the affected agencies, including but not limited to significant financial constraints in the face of rising costs, reliance on volunteers in a time of declining volunteerism, illogical fire service boundaries, disjointed service operations and planning, and maintaining full governing bodies from small population bases; and

WHEREAS, in 2020, the Participating Fire Agencies each signed a memorandum of understanding forming the Local Emergency Services Study Group (LESSG) with the intent of considering structure options to address the common challenges to effective fire protection and emergency medical services in the region; and

WHEREAS, in 2020, the LESSG came to the unanimous conclusion that formation of a new fire protection district combined with dissolution of the existing fire protection districts and divestiture of fire protection services by multi-service agencies was the preferred option for the region to best address the shared challenges faced by the Participating Fire Agencies, and to enhance services to the community; and

WHEREAS, the Participating Fire Agencies jointly financed a feasibility study, conducted by an independent consulting firm selected through an open and public process with the issuance of a Request for Proposals, with said study concluding that a newly drawn fire protection district would beneficially merge the operations of four different agencies currently providing fire services into one efficient, effective, and sustainable emergency services system, providing a proactive, sustainable solution for future fire and

emergency service needs for the area by creating a regional district with an improved economy of scale and associated benefits; and

WHEREAS, in October 2022, the Participating Fire Agencies each unanimously approved the feasibility study and directed the LESSG to compile an application to the Plumas Local Agency Formation Commission for the reorganization described in the feasibility study/plan for services (Exhibit B); and

WHEREAS, the Plumas Local Agency Formation Commission, hereinafter referred to as Commission, serves as the review authority over the formation and reorganization of cities and special districts as contained in and authorized by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, hereinafter referred to as "the Act", commencing with Section 56000 of the California Government Code; and

WHEREAS, the Act establishes the process pursuant to which citizens or legislative bodies of local agencies may seek the formation and reorganization of cities and districts; and

WHEREAS, in order to facilitate the formation of a new fire protection district, through adoption of this resolution of application, the City of Portola has assumed the principal role in initiating the proposal and requesting the Commission to commence its review process by the filing of an application with the appropriate fees paid jointly by the Participating Fire Agencies; and

WHEREAS, the proposed reorganization is consistent with the adopted spheres of influence for the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District ensuring that there is no duplication of services within the resulting boundaries of the proposed fire protection district, through dissolution of single service fire providers as indicated by the "Zero Sphere of Influence" adopted for the Beckwourth Fire Protection District and Sierra Valley Fire Protection District, and divestiture of fire and emergency medical services as indicated by the "Limited Service Sphere of Influence" adopted for Gold Mountain Community Services District; and

WHEREAS, notice of intent to adopt this resolution of application has been given, and this Board has conducted a public hearing based upon this notification, and has received and considered comments presented at that hearing; and

WHEREAS, the territory proposed to be reorganized is considered to be inhabited (more than 12 registered voters) and a description of the boundaries of the territory to be included within the proposed fire protection district and a map of the proposed boundary designated as set forth in Exhibit A, are attached hereto and by this reference incorporated herein; and

WHEREAS, the reasons for the proposed reorganization are as follows:

1. The four agencies provide essentially the same fire protection and emergency medical services in the region and face substantially similar challenges to providing adequate and sustainable services, consisting of:
 - a. Ever increasing mandatory requirements and standards.
 - b. Limited volunteers and volunteer recruitment and retention programs and incentives.
 - c. Inadequate levels and types of training opportunities.
 - d. Limited administrative capacity to address growing organizational requirements.
 - e. Insufficient funding to cover growing expenses.
2. The reorganization would allow the new district to better meet the emergency fire, rescue, and medical needs of its communities. The newly formed district will implement a phased plan for creating a uniform level of service within the entirety of its territory which would allow:

- a. Better utilization of resources.
- b. Enhanced capital asset planning and streamlined improvement process.
- c. Enhanced response to emergency incidents based on key operational activities performed by paid professionals, paid part-time readiness staff, expanded paid personnel, fleet and station readiness, and district-wide uniform training and procedures.
- d. Reduced operating and administrative costs while increasing service levels.
- e. Enhanced efficiency of management through combining of technology infrastructure, fleet maintenance, and other administrative functions.
- f. Enhanced and standardized public education outreach.

WHEREAS, the following agencies would be affected by the proposed jurisdictional changes:

1. City of Portola;
2. Beckwourth Fire Protection District;
3. Gold Mountain Community Services District; and
4. Sierra Valley Fire Protection District.

WHEREAS, it is desired to require that the proposed reorganization be subject to the following terms and conditions:

1. A new fire protection district be formed with the proposed boundaries as identified in Exhibit A (map and legal description of boundaries of proposed district).
2. The new fire protection district will be named "Beckwourth Peak Fire Protection District".
3. Beckwourth Fire Protection District and Sierra Valley Fire Protection District shall be dissolved, and the new fire protection district named the successor for both agencies, including all rights, responsibilities, properties, contracts, assets and liabilities, and functions of the Beckwourth Fire Protection District and the Sierra Valley Fire Protection District, and any funds to which it succeeds may be expended and properly disposed of as provided by Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.), as itemized in Asset Transfer Schedules Exhibits C (Beckwourth Fire Protection District) and D (Sierra Valley Fire Protection District).
4. Gold Mountain Community Services District shall be divested of the power to provide fire protection and emergency medical services, and the new fire protection district named the successor of those services within Gold Mountain Community Services District's boundaries. Gold Mountain Community Services District will maintain its powers to provide wildland fire response and hazardous fuels reduction and will continue to levy a special tax to support these services.
5. The City of Portola shall transfer the responsibility of providing fire protection and emergency medical services, and the new fire protection district named the successor of those services within the city limits.
6. Gold Mountain Community Services District shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule attached hereto as Exhibit E upon district formation.

7. The City of Portola shall irrevocably convey to the new fire protection district the real and personal property described in the Asset Transfer Schedule attached hereto as Exhibit F upon district formation.
8. All fire protection volunteers of the City of Portola, Beckwourth Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District who meet the qualifications for volunteer fire fighters established by the new fire district shall be invited and encouraged to apply with the new fire protection district.
9. All full- or part-time employees of the Beckwourth Fire Protection District and the Sierra Valley Fire Protection District shall be invited and encouraged to apply with the new fire protection district.
10. Beckwourth Fire Protection District and the Sierra Valley Fire Protection District do not have any full-time employees. No benefit programs are offered to any employees. The board of the new fire district is urged to consider severance payments to employees of the predecessor agencies on a case-by-case basis, if the circumstances of transition to the new district warrant such action.
11. The successor agency shall function under and carry out all authorized duties and responsibilities assigned to a Fire Protection District as outlined in the Division 12, Part 2.7, Chapter 1, Health & Safety Code, Fire Protection District Law of 1987 (commencing with Section 13800 et seq.) and other applicable laws, with the exception of ambulance services presently provided throughout the territory to be included in the proposed new fire protection district by Eastern Plumas Healthcare District.
12. A tax exchange agreement shall be negotiated with the County to allocate the property tax revenue structure currently assigned to Beckwourth Fire Protection District, Sierra Valley Fire Protection District, and Gold Mountain Community Services District to the successor agency, as provided for in Government Code Section 56810. In addition, the City of Portola shall petition the Board of Supervisors to transfer \$70,000, in total, of the City's existing base property tax revenue to the successor agency. The transfer formula shall be based upon the FY 2022/23 tax roll information maintained by the County Auditor to determine the effective tax allocation factor that would generate approximately \$70,000, in base property tax revenue. This is a base transfer that shall continue in perpetuity without further regard for the amount of revenue generated for the successor agency. Each fiscal year thereafter, the successor agency shall receive the base amount and its share of the annual tax increment derived according to the formula described above, based on the growth in assessed value. The City of Portola shall solicit the County to address existing tax rate incongruities resulting from historical boundary changes during tax sharing negotiations. All resolved incongruities shall be reflected in the FY 2022/23 tax roll information for purposes of the reallocation calculations described above.
13. Formation of the new fire protection district shall be conditioned upon approval of a new special tax by the registered voters of the new fire protection district that would include the following provisions:
 - a. A new revenue source will be required to support the new fire protection district's ability to build and sustain adequate community fire and rescue services for the entire service area. To this end, an annual special tax will be proposed for Assessor's Parcels located entirely or partially within the proposed fire protection district boundary, based on land use types provided by the Assessor's Office. The proposed special tax will raise funds to plan, finance, implement, manage, own, and operate a regional fire

- protection district to provide community fire and emergency medical response services. The new special tax must be approved by two-thirds of the votes cast by registered voters residing within the proposed fire protection district's boundary.
- b. Low Income Exemption – The new fire protection district recognizes the proposed special tax may create a burden for low-income property owners in the region. For this reason, the New Fire District shall establish procedures for implementing a Low Income Exemption, to allow landowners who fall within the U.S. Department of Housing and Urban Development (HUD) income limits for “very low” or “poverty level” to apply for a partial or complete exemption from the tax.
 - c. Contiguous Parcel Exemption – The new fire protection district shall establish procedures for implementing a Contiguous Parcel Exemption to allow Assessors Parcels which are categorized as Rate ID "C" under provisions of the special tax, and contiguous, undeveloped, held under identical ownership, shall upon approval of an application of the owners thereof to the District Board, be treated as a single parcel for purposes of this special tax.
 - d. Inflationary Adjustment - The proposed special tax will also include an inflationary adjustment to account for the ever-increasing costs of fire equipment, apparatus, diesel fuel, insurance and other items which typically increase at rates that exceed average inflation. To ensure that the proposed special tax will retain its purchasing power in future years, it is proposed to include an inflationary clause which will allow the new fire protection district Board, to adjust the tax annually, if needed, by no more than the cost of living as measured by the Consumer Price Index (CPI) for All West Urban Consumers, Non-seasonally Adjusted, for the Preceding Year (Bureau of Labor Statistics Series ID CUUR400SAO) for the preceding year. This increase will not exceed 3% each year and must be approved by resolution at a properly noticed public hearing.
- 14. All previously authorized charges, fees, assessments, and/or taxes currently in effect dedicated to fire protection or emergency medical response, now levied or collected by each of the four agencies, including improvement or assessment districts thereof, shall cease to be levied and collected by each of the four agencies and the successor agency, apart from Gold Mountain Community Services District which will continue to levy a special tax to support wildland fire response and hazardous fuels reduction.
 - 15. A charges and fee structure for services rendered will be adopted by the new fire protection district board, including procedures by ordinance to administer the special tax including exemptions that balance the needs of the district for funding and the burdens on property owners and file such ordinance with LAFCo.
 - 16. The provisional appropriation limit of the new fire protection district shall be set by the Plumas Local Agency Formation Commission for the first full year of operations per Government Code Section 56811.
 - 17. Indebtedness of each of the four agencies, if any, shall remain the legal obligation of only the lands and areas which incurred such indebtedness; however, the outstanding indebtedness of each of the four agencies at the time of consolidation shall remain the obligation of the successor newly formed fire protection district.
 - 18. The composition of the successor new fire protection district board of directors shall be five (5) member board of directors, elected at-large, each of whom must be a registered voter residing within the district and whose term must be four years, with the exception of

the initial board that would have staggered terms with three members serving four-year terms and two members serving two-year terms as determined by agreement of those elected in order to classify staggered terms beginning after the next general district election. The terms of office of the elected board members are determined pursuant to the Uniform District Election Law.

19. Contract services presently provided by Sierra Valley Fire Protection District to Hallelujah Junction Fire Protection District shall be continued by the successor new fire protection district based on the existing contract.
20. The services to be provided by the successor District shall be provided in a manner consistent with the "Plan for Services" attached hereto as Exhibit "B" and incorporated herein by reference.

WHEREAS, the City of Portola has assumed Lead Agency status for this project under the California Environmental Quality Act (CEQA), with the remaining Participating Fire Agencies serving as Responsible Agencies; and

WHEREAS, the District has determined that this project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15320 (Changes in organization of local agencies) because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment – where the activity consists of changes in the organization or reorganization of local governmental agencies where the changes do not change the geographical area in which previously existing powers are exercised – and that does not involve development or a change in the manner for which an existing service is provided.

WHEREAS, this Board has determined that since a majority of the members of each of the legislative bodies of the four local agencies are adopting substantially similar resolutions of application for this reorganization, the Resolution of Application meets the criteria for requesting a waiver of election proceedings and a waiver of the final Conducting Authority hearing, as set forth in Government Code Section 56853 with regard to the dissolution and divestiture of powers applications; and

WHEREAS, upon approval by the Plumas Local Agency Formation Commission it is recognized that an election must occur of registered voters of the territory within the proposed new fire protection district, including majority voter approval of the question of formation of a new fire protection district and two-thirds voter approval of the proposed special tax, pursuant to California Health and Safety Code Section 13823 and California Government Code Section 50077.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the District as follows:

SECTION 1. Findings of Facts. The above recitals are adopted as findings of fact.

SECTION 2. Adoption of Resolution of Application. This Resolution of Application is hereby adopted and approved, and the Local Agency Formation Commission of Plumas County is hereby requested to take proceedings for the reorganization of territory described in Exhibit A (Map and Boundary Description) consisting of the formation of a new fire protection district, the dissolution of the Beckwourth and Sierra Valley Fire Protection Districts, and divestiture of the power/transfer of responsibility to provide fire protection, emergency medical and rescue services by the Gold Mountain Community Services District and the City of Portola (as multi-service agencies) according to the terms and conditions stated above and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000, et seq.

SECTION 4. Other Acts. The Officers and staff of the District are hereby authorized and directed,

jointly and severally, to do any and all things, to execute and deliver any and all documents, which, in consultation with the District Counsel, they may deem necessary or advisable in order to effectuate the purposes of this Resolution, and any and all such actions previously taken by such Officers or staff members are hereby ratified and confirmed.

SECTION 5. Effective Date. This Resolution shall take effect upon adoption.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Sierra Valley Fire Protection District at a regular meeting thereof held on the 14 day of March, 2023, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:



President

Sierra Valley Fire Protection District

ATTESTED:



District Secretary

Attachments:

Exhibit A, Map and legal description of proposed fire protection district boundaries

Exhibit B, Plan for Services

Exhibit C, Beckwourth Fire Protection District Schedule of Asset Transfer

Exhibit D, Sierra Valley Fire Protection District Schedule of Asset Transfer

Exhibit E, Gold Mountain Community Services District Schedule of Asset Transfer

Exhibit F, City of Portola Schedule of Asset Transfer

Exhibit D: Sierra Valley Fire Protection District Schedule of Asset Transfer

Sierra Valley Fire Protection District shall be dissolved, and the new fire protection district named the successor agency, including all rights, responsibilities, properties, contracts, assets and liabilities, and functions of the Sierra Valley Fire Protection District

Real Property

Facility	Address	APN
Chilcoot 1	94362 Highway 70, Chilcoot	APN 010-150-018 ±0.54 ac APN 010-150-019 ±0.72 ac
Vinton 2 Assessee: Vinton Fire Dept.	Highway 70, Vinton	APN 010-110-007 ±0.07 ac

Personal Property

Apparatus ID	Year and Manufacturer	Details
9521	1997 E-One	Type 1, 500 gal tank, 1250 gpm pump
9522	1989 Duplex	Type 1, 1000 gal tank, 1250 gpm pump
9551	1994 International	Squad 4x4
UT-95	1996 Ford F-350	Utility body
AIR-95	2003	Mako air trailer
		All remaining Fire Department sundry supplies, clothing, safety gear, and equipment

Governmental Loan Equipment

Apparatus ID	Year and Manufacturer	Details
9572	2005 International	Type 3, 500 gal tank, 500 gpm pump
9574	1994 International	Type 3, 500 gal tank, 500 gpm pump
9531	1969 Mack	Type 1 water tender, 4000 gal tank, 500 gpm pump
9535	1994 Ford	Type 2 water tender, 1500 gal tank, 500 gpm pump

New to fleet

Apparatus ID	Year and Manufacturer	Details
	1998 Pierce Saber	Type 1, working order (expected service date is June 2023)
	1998 Pierce Saber	Type 1, parts vehicle

BECKWOURTH PEAK FIRE PROTECTION DISTRICT FORMATION

FEASIBILITY STUDY & PLAN FOR SERVICES

- Adopted -

October 2022

LOCAL EMERGENCY SERVICES STUDY GROUP

Beckwourth Fire Protection District

Gold Mountain Community Services District

Sierra Valley Fire Protection District

City of Portola



TABLE OF CONTENTS

Introduction.....1

Current Challenges4

Regional Overview.....6

Existing Fire and Emergency Response Agencies..... 11

Proposed Reorganization 14

Proposed Boundary 16

Organization and Staffing..... 18

Equipment and Facilities 20

Financial Plan..... 23

Special Tax 28

Tax Exchange Agreement 30

Summary Conclusions 31

INTRODUCTION

Eastern Plumas County is served by a number of small fire protection agencies that have been established over time to provide fire and emergency response services to communities. Over the last decade, the rising costs of equipment, increase in severe wildfires, and decline of volunteers has made it more and more difficult to provide services in many rural areas including those located in eastern Plumas County. Continued growth and scattered residential development has also resulted in dispersed areas that demand services but are currently outside of any local jurisdiction that is responsible for providing fire services. Local fire agencies often respond to calls in these non-jurisdictional “no-man’s-land” areas but do not receive property tax or other consistent and reliable revenue to support the service. Due to this, the agencies in this region have come together to research and identify the best course of action to ensure the safety of all communities through adequate and sustainable provision of emergency response services.

In January 2020, a Local Emergency Services Study Group (LESSG) was created to explore ways to strengthen and improve the provision of fire and emergency services throughout the region. The LESSG is comprised of representatives from each participating agency. After collecting information on the status of the existing districts and robust discussion with stakeholders, the LESSG recommended that the best course of action was to form a new fire protection district that would consolidate services in the region. This Plan for Service details the formation of the Beckwourth Peak Fire Protection District including how services will be provided upon formation and how services will be funded.



Existing Agencies

Currently, eastern Plumas County is served by a network of small fire-related districts that out of necessity have well-coordinated mutual aid relationships. The agencies included in the current proposal are:

- ✂ Beckwourth Fire Protection District (FPD): Provides fire protection and emergency response services to the greater Beckwourth community and services by contract to the City of Portola and Gold Mountain Community Services District (CSD).
- ✂ Gold Mountain CSD: Previously contracted with the City of Portola fire department (1997-2017) and Eastern Plumas Rural FPD (2018-2022), and beginning January 2023 will begin contracting with Beckwourth FPD to receive fire protection and emergency response services.
- ✂ Sierra Valley FPD: Formed in 1948, Sierra Valley serves a 220 square mile area and also provides services by contract to Hallelujah Junction FPD in Lassen County.
- ✂ City of Portola: Currently has two modern stations in the city limits and contracts with Beckwourth FPD as of February 2021.

Upon approval of the formation, the Beckwourth Peak FPD will maintain the fire protection services that are currently provided by the existing departments as specified in Health and Safety Code Section 13862, which include:

- ✂ Fire protection services
- ✂ Rescue services
- ✂ Emergency medical services

-  Hazardous material emergency response services
-  Other services relating to the protection of lives and property

The proposed formation will officially merge the operations of four different agencies currently providing fire services into one efficient, effective, and sustainable emergency services system. This will provide a proactive, sustainable solution for future fire and emergency service needs for the area by creating a regional district with an improved economy of scale and associated benefits.

Plan for Service

This plan for services has been prepared to support the proposed district formation and detail how services will be provided and funded by the New Fire District. It has been prepared according to the information required by §56653(b) of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH act) which states:

(b) The plan for providing services shall include all of the following information and any additional information required by the commission or the executive officer:

- (1) An enumeration and description of the services currently provided or to be extended to the affected territory.
- (2) The level and range of those services.
- (3) An indication of when those services can feasibly be extended to the affected territory, if new services are proposed.
- (4) An indication of any improvement or upgrading of structures, roads, sewer or water facilities, or other conditions the local agency would impose or require within the affected territory if the change of organization or reorganization is completed.
- (5) Information with respect to how those services will be financed.

A plan for services takes into account the services, capacity, cost and adequacy of services within an area and how those services would be affected by the proposed action.

Proposed Reorganization/Formation

The proposed formation would serve to consolidate services into a regional district and establish a reliable source of revenue to support services. The Beckwourth Peak FPD will be governed by a five-member board of directors elected by the registered voters residing within the boundaries of the new district. The formation will result in the concurrent dissolution of the Beckwourth FPD and the Sierra Valley FPD, the divestiture of power to provide fire protection by Gold Mountain CSD, and the transfer of responsibility for providing fire protection by the City of Portola (also known as a “reorganization”). All remaining assets will be transferred to the Beckwourth Peak FPD as the successor agency.

Table 1: Proposed Reorganization/Formation

Affected Agency	Proposed Change
New Fire Protection District	Formation and Successor Agency
Beckwourth FPD	Dissolution and transfer of assets to the NFD
Sierra Valley FPD	Dissolution and transfer of assets to the NFD
Gold Mountain CSD	“Divestiture of power” to provide fire protection services

City of Portola

Transfer of Responsibility to provide fire protection services and transfer of assets to the NFD

Definitions

“Affected local agency” means any local agency that contains, or would contain, or whose sphere of influence contains or would contain, any territory for which a change of organization is proposed or ordered, either singularly or as part of a reorganization or for which a study is to be reviewed by the commission (Government Code section 56014).

“Commission” means a local agency formation commission (Government Code section 56027).

“Formation” means the creation of a district (Government Code section 56039).

“Dissolution” means the disincorporation, extinguishment, or termination of the existence of a district and the cessation of all its corporate powers, except as the commission may otherwise provide pursuant to Section 56886 or for the purpose of winding up the affairs of the district (Government Code section 56035).



“Divestiture of power” means the termination of the power and authority to provide particular functions or classes of services within all or part of the jurisdictional boundaries of a special district (Government Code section 56037.2).

“Principal act” means, in the case of a district, the law under which the district was formed and, in the case of a city, the general laws or the city charter (Government Code section 56065).

“Reorganization” means two or more changes (i.e., formation, dissolution, divestiture, etc.) of organization contained within a single proposal (Government Code section 56073).

Proposed Terms and Conditions






The proposed reorganization/formation will be subject to the following terms and conditions:

-  The approval of the Beckwourth Peak FPD formation would be subject to a two-thirds majority vote by the registered voters within the proposed district boundaries in favor of a special tax.
-  The approval of the Beckwourth Peak FPD formation would be subject to a property tax sharing agreement with Plumas County.

Any change of organization or reorganization may provide for or be made subject to one or more terms and conditions. However, no terms and conditions shall directly regulate land use, property development, or subdivision requirements (Government Code Section 56886).

CURRENT CHALLENGES

Eastern Plumas communities are served by a network of small fire agencies which, out of necessity, have well-coordinated mutual aid relationships. Beckwourth FPD and Sierra Valley FPD, along with other local mutual aid partners, are the first responders to all fire and emergency response services, including wildland and structure fires, car accidents, medical emergencies, as well as public assistance calls. Local fire agencies provide and receive mutual aid when needed, providing sufficient resources to each incident, regardless of whose jurisdiction it is in. While these agencies are already working together and training together, the proposed formation would serve to formalize services into a regional district model, with an improved economy of scale and associated benefits. A consolidated district would address significant financial challenges each agency is experiencing and address sustainability as it relates to shared needs and challenges related to the following:

-  **Aging Infrastructure and Equipment** - Agencies are for the most part 70+ years old with aging infrastructure and equipment. Unfortunately, with the rising cost of new and even used fire apparatus, it is becoming increasingly difficult for volunteer departments to maintain a strong apparatus fleet. For instance, a used Type 1 Engine purchased in good condition can cost up to \$150,000 or more. In addition, there is a need to address deferred maintenance at some stations and expand the headquarters station to include additional apparatus bays and classrooms.
-  **Increasing Demand for Services:** Firefighting and EMS requirements continue to grow along with increasing demand for services that exists with an aging population, increased visitors to the county, unprecedented fire risk, and greatly increased vehicular traffic on regional highways.
-  **Volunteer Recruitment and Retention:** Society is changing, people no longer volunteer like they once did. Requirements for volunteers are now much more stringent and demanding making it even harder to attract volunteers. The region needs standardization and a volunteer training model that provides various tiers of involvement and engagement. Consolidation provides opportunity to enhance volunteer recruitment and retention programs, offer reimbursements for training or service calls, and better utilize volunteer resources.
-  **Daytime Staffing:** Changes in laws, OSHA requirements, time commitment and other limitations, has resulted in a significant reduction in the number of volunteer firefighters. In particular, daytime response can be challenging as volunteers are at work or have other commitments. As the call volume continues to increase, there is a need to have daytime staffing coverage to supplement volunteer response and increase response times.
-  **Strain on existing agencies:** Currently 155,029 acres or 51% of the land area of the New Fire District currently falls outside of established fire districts with no guarantee of structural fire and EMS protection. Fire districts were formed to provide structure fire and all risk services within a specific jurisdictional boundary where services are supported by revenue from a combination of taxes, fees, and fundraising. Many of these jurisdictional boundaries were created as far back as the 1940's. Since that time, neighborhoods, scattered subdivisions, and rural residential development have emerged outside of district boundaries. These developed areas require year-round fire protection and emergency services. Providing goodwill service to these areas is not supported by any sustainable revenue source and puts additional strain on already overburdened resources.

-  **Underserved Residents:** Approximately 15% of the estimated population within the New Fire District currently falls outside of established fire districts with no guarantee of structural fire and EMS protection. A wide variety of circumstances account for non-inclusion in a fire district. Historically lots were created without regards to fire protection and residents may not be aware that they are not in a fire district. In response to severe wildfire impacts and changes to state law, property can only be subdivided if it is located within the boundaries of a fire-related district. Being located within a fire district will allow subdivision to occur consistent with Plumas County General Plan and Zoning requirements.
-  **Irregular Boundaries:** Irregular boundaries and the number of fire providers in a small area contribute to challenges in coordination, consistency in training and response, and planning. Consequently, the region is plagued by a disjointed service delivery structure that lends itself to duplication of efforts and expenses related to administration, training, and operations. The lack of coordination and collaboration limits the agencies' ability to plan at a regional level and to leverage additional resources, grant funding, strategic partnerships, or influence policy changes at the local or regional levels.
-  **Insufficient Funding:** Funding is fractured and supported by a combination of inequitable property tax sharing, special taxes, and local fundraising opportunities. Property tax sharing is based on 1975 models which does not appreciate as quickly as ongoing expenses such as diesel fuel, insurance, fire engine replacement, firefighting and medical equipment, and equipment and supplies that expire and must be replaced on a regular basis. The New Fire District would be funded by a combination of property taxes and a new Special Tax that would be levied consistently throughout the district based on land use types provided by the Assessor's Office.
-  **Board Vacancies:** Generally, districts in the region face a lack of public interest in district activities as demonstrated by little to no attendance at board meetings, vacancies on boards, and a lack of contested elections. Many boards face challenges in maintaining a full governing body and find it challenging to recruit new board members when there are vacancies. This struggle is amplified in areas with very low populations. The New Fire District would be served by a five-member board of directors that would have a larger population base to recruit new directors. Furthermore, a single leadership body overseeing fire protection services in the region would better sustain participation from the larger community.

The Beckwourth Peak FPD will help build and sustain adequate community fire and rescue services for the entire region that is equitably supported by the communities served. Increased funding is needed to improve current training, personal protective equipment, emergency medical and firefighting equipment, and apparatus replacement, as well as to improve response times and operational capacity by supporting volunteer recruitment and retention programs and providing enhanced daytime coverage during business hours. The overall objective is to provide a cost effective, well trained, and professional volunteer fire agency for years to come through the implementation of modern and efficient programs and providing opportunities to our volunteers.

REGIONAL OVERVIEW

Plumas County is located on the eastern edge of California within the Sierra Nevada Mountain range approximately 40 miles northwest of Lake Tahoe. Major access roads include the Feather River Highway (SR70), Highway 89, and State Route 36 near Lake Almanor. The focus of this study is eastern Plumas County including areas east of Highway 89 and Lake Davis and north of Frenchman Lake.

Land Use

Land uses within the proposed New Fire District boundary are predominantly Timber Resource Land and Agricultural Preserve (see Figure 1). As noted in Table 2 below, additional land uses in unincorporated portions of the proposed district include Industrial, Rural Residential, Suburban Residential, and other use types. Land uses within the City of Portola are regulated by the City's General Plan and Zoning Code. Land uses in the City center are primarily low to medium residential with commercial, professional, and light industrial uses generally focused along CA-70 and the Union Pacific Railroad. There is also considerable open space and park land uses on the outer edges of the city. Formation of the Beckwourth Peak FPD is intended to support the needs of the current community and is not intended to induce growth or convert any agricultural or open space lands. No changes in land use types or intensities are included as part of this proposed formation.

Table 2: County Land Use Designations in Proposed District Boundary

Land Use Designations	Total Acres
Agricultural Preserve	77,815.39
Agriculture and Grazing	2,191.08
Commercial	256.31
Industrial	821.97
Lake	5,228.88
Limited Access Rural Residential	7,218.45
Mining Resource	134.70
Resort and Recreation	447.03
Rural Residential	11,977.63
Secondary Suburban Residential	6,597.42
Single-Family Residential	0.01
Suburban Residential	2,662.02
Timber Resource Land	180,107.36
City of Portola	3,490.21
TOTAL	298,948.47

Source: GIS County Land Use data

Table 3: Assessor's Land Use Types in Proposed District Boundary

Land Use Type	Total Acres
USA Federal	147,718.02
LCA Contracts	40,811.48
LCA Contract w/Impr	27,833.16
Vacant Land Non-Taxable	25,793.23
Mineral Rights	21,577.97

Vacant Lot Residential	10,658.77
Vacant Land Rural	8,899.59
Single Family Residential	5,628.19
LCA/TPz Non-Contract Acres	4,729.77
TPZ Contract Land	2,984.52
Vacant Rural W/Misc Imps	2,648.48
Vacant Lot W/Misc Imp	2,460.89
Rural W/Residence	2,196.95
Subdivision Undev	629.51
LCA/TPZ Combined	560.00
Golf Course Parcel	437.80
Vacant Comm w/Misc Imp	425.22
TPZ Contract w/ Res	320.00
Commercial Improved	317.23
Manufactured Homes	179.73
Vacant Land Multiple	176.91
Recreational	150.71
Industrial	126.88
Vacant Land Industrial	92.15
Vacant Land Commercial	90.14
Manufactured Home Parks	87.17
Condomin/Townhouse Common Area	75.38
Imprvd Land Non-Taxable	65.82
Multiple Residential	35.61
RV Park	25.90
Ministorage Units	22.36
20 to 49 Apartment Units	12.41
Vacant Ind w/Misc Imps	11.95
Religious	7.66
Club House Parcel	7.43
Timeshares	1.93
Two Dwelling Units	1.32
Vacant Land Valued by S.B.E.	0.76
Office	0.66
Duplex	0.61
Assessed by S B E	0.43
Multiple Residential Misc	0.32
Retail	0.30
10 to 19 Apartment Units	0.19
Food Store or Grocery Store	0.08
TOTAL	298,035.71

Source: Assessor's Land Use data

Population and Growth

As of the 2020 decennial census, Plumas County had an estimated population of 19,790. This is a slight decrease from the 2010 decennial estimate of 20,007. While the census had reported a population decline over the last decade, the California Department of Finance projects that Plumas County will have an almost 1.0% increase over the next decade.

The current population within the proposed Beckwourth Peak FPD is approximately 3,815 based on 2020 census estimates. This consists of the estimated population for each existing fire agency as provided in Table 4, and the remaining population for areas historically outside of any district responsible for providing community fire protection services. The area has observed slow residential growth in last the ten years. It should also be noted that there is a significant seasonal variation in population, particularly as it relates to tourists and resort facilities within the area.

Table 4: 2020 Population

Affected Agency	Population
City of Portola	1,916
Beckwourth FPD	618
Sierra Valley FPD	600
Gold Mountain CSD	76
Non-district	605
Total Population of NFD	3,815 residents

Source: LAFCo 2022 Municipal Service Reviews; 2020 Census

The City of Portola General Plan discusses the fact that population growth in Portola and surrounding area is likely to come from three primary sources described as follows:

- (1) Population growth in California and northern Nevada will generate a spillover effect as people seek to relocate to small communities from increasing development in more urban areas.
- (2) An aging population will generate an increase in retirees seeking small communities for second homes or a permanent retirement home.
- (3) Economic development will generate new job growth in service and tourism industries, and growth in small businesses whose leaders can choose a location based primarily on quality-of-life considerations.

While the city's historical growth rates and countywide growth rate projections indicate minimal or negative growth in the future, there are three planned developments within the city limits, which have the potential to add an additional 1,220 dwelling units to the City, or approximately 2,440 additional residents. This would be an increase over the 2020 city population of 127 percent. There are also existing planned developments in Gold Mountain and Beckwourth that are not fully constructed. Given the existing and planned growth in the region, there is a continued need for fire and emergency response services into the future. It is important to note that additional stations may need to be strategically located as planned developments are built out. For instance Beckwourth FPD has previously identified an area in its future growth area that will be difficult to serve—future homes along some areas along County Road A-23 are too far away from the District's stations, which will lead to longer response times.

Disadvantaged Communities

Disadvantaged unincorporated communities, or “DUCs,” are inhabited territories (containing 12 or more registered voters) where the annual median household income (MHI) is less than 80 percent of the statewide annual MHI. DUCs are recognized as social and economic communities of interest for purposes of recommending SOI determinations pursuant to Section 56425(c). As of the 2020 Census, the California MHI was \$78,672. In order to qualify as disadvantaged, communities would need to have a MHI of less than \$62,937.

In addition to the incorporated City of Portola, there are several Census Designated Places (CDP) that exist in or near the proposed Beckwourth Peak FPD boundary. CDPs are a statistical geography representing closely settled, unincorporated communities that are locally recognized and identified by name. Table 5 shows the American Community Survey 2020 5-year Estimates for the City of Portola and three CDPs in the region. While other CDPs exist in the area such as Chilcoot-Vinton, Gold Mountain, Iron Horse, and Mabie CDPs, there is no reported MHI for these areas. This is likely due to limited population and survey responses.

Table 5: Reported 2020 MHIs for Portola and Nearby CDPs

Census Designated Place	2020 MHI
Beckwourth CDP	\$101,273
Delleker CDP	\$82,969
Lake Davis CDP	\$73,523
City of Portola	\$46,667

Source: 2020 U.S. Census Bureau

While the MHI for the CDPs appears to be greater than the DUC limit of \$62,937, there may still be DUCs in the area. Looking at census block group data, there are several areas in the region that may be considered DUCs. This includes areas outside of the incorporated Portola city limits. The existence of DUCs in the region indicates that there may be communities in need of vital services, including emergency and fire response, that may not have another means of obtaining these services. The proposed new district would enable these areas to secure these services and have a broader economic based to support the department.

Wildfires

Over the last ten years, the frequency and intensity of wildfires has increased dramatically. Large tracts of dense forest have become dryer and more susceptible to fires due to droughts and increasing temperatures. This has led to some of the largest and most destructive fires the state has ever seen such as the August Complex and North Complex fires in 2020, and the Dixie fire in 2021. As temperatures rise and the risk of wildfire increases, it will be more important than ever to have a reliable fire department that can quickly respond to incidents before they escalate to unmanageable levels.

Although local fire departments are called upon to assist with wildfire suppression and are often the first to scene to ensure a fast and effective first engagement of any fire, the U.S. Forest Service is responsible for wildland fire suppression in the State Responsibility Area (SRA) and National Forest lands in Eastern Plumas County that are classified as Federal Responsibility Area (FRA). The U.S. Forest Service will respond to all fires in the SRA/FRA during fire season that represents a threat to the wildland. However, structure fire protection and rescue services are local responsibilities and not a U.S. Forest Service responsibility. In areas classified as Local Responsibility Area (LRA), which includes the incorporated area within the City of Portola as well as an unincorporated area south of Highway 70, local fire departments have the responsibility for suppressing wildfire. The U.S. Forest Service may

assist local districts with the management of wildfires in the LRA based on mutual-aid agreements. As a result of the widespread wildfires experienced the last couple of years, fire insurance is getting more difficult to obtain if someone chooses to live in a rural area. Being located within the boundaries of a fire district may greatly benefit landowners' ability to obtain fire insurance or keep the policy they already have. In addition, there have been changes in state law, so that property can only be subdivided if it is located within the boundaries of a fire-related district. Being located within a fire district will allow a property owner to develop or subdivide their parcel, if they choose to do so, and it is consistent with county General Plan and Zoning requirements.

EXISTING FIRE AND EMERGENCY RESPONSE AGENCIES

As the demands on local fire and rescue service providers are increasing, it's getting harder to justify providing services in a patchwork way with limited budgets and growing demand for services. In 2021 alone, Beckwourth and Sierra Valley volunteer departments responded to over 500 emergency incidents within the proposed boundary of the new district. Approximately 70% of the total annual call volume are medical related (including vehicle accidents). Critical non-fire life safety calls have increased over time and require more resources to adequately serve those in need.

Like many other fire departments, Beckwourth and Sierra Valley are facing growing challenges that include:

- ✕ Ever increasing mandatory requirements and standards.
- ✕ Limited volunteer recruitment and retention programs and incentives.
- ✕ Inadequate levels and types of training opportunities.
- ✕ Limited administrative capacity to address growing organizational requirements.
- ✕ Insufficient funding to cover growing expenses, including:
 - The replacement of aging safety equipment and apparatus,
 - Communication equipment and infrastructure improvements,
 - Insurance and worker's compensation,
 - Training and certification for volunteers, and
 - Fire station maintenance and the growing need for an additional strategically placed station to improve response times.

Beckwourth and Sierra Valley are also struggling under the pressure of ever-increasing training and performance demands on volunteers and increasing call volume. None of these challenges will be easily overcome but members of Beckwourth and Sierra Valley are continually working to prepare themselves and their equipment to improve levels of community fire and rescue services and coordinated wildfire prevention and suppression to meet demand.

The following section provides a background summary of each participating agency. More information can also be found in the Eastern Plumas Regional Fire Municipal Service Review prepared by Plumas LAFCo (www.plumaslafco.org/msrs-and-soi-updates).

Beckwourth FPD

Beckwourth FPD was formed in 1948 and became a special district in 1949. The District was established to provide services to the Beckwourth community. The District has a five-person board of directors that meets on the third Wednesday of each month. The District's main sources of revenue are property taxes, special assessments, federal income, contract fire fees, and state grants. The FPD provides services outside of the boundary on a goodwill basis and through out-of-area service agreements with individual customers, with annual contract fees of \$200 for commercial uses and \$100 for residential. The District also has an existing out-of-area service agreement with Sierra Health Foundation. Since February 2021, the District has provided contract fire services to the City of Portola, which includes operating and staffing two city-owned stations within the incorporated limits. Beginning January 2023, the District will provide contract services to the Gold Mountain CSD. Beckwourth FPD is occasionally called upon to assist with wildland fire suppression within the SRA and FRA, and relies on seasonal reimbursements for strike team response, assistance by hire, or equipment rentals. While the reimbursements provide some relief, the wildfire season is unpredictable and is not a reliable source of funding to support the District.

Beckwourth FPD is considered a volunteer agency supplemented by paid staff. This includes a part-time fire chief, a part-time administrative officer, two volunteer division chiefs, two part-time captains, five part-time duty officers, and twenty volunteer fire fighters. The District operates two fire stations in the boundary and two stations in the City of Portola by contract. The main station within the boundary houses two engines, two Patrols, and one water tender. The main station currently has offices and will serve as the headquarters station for the Beckwourth Peak FPD. The second station is shared with the United States Forest Service (USFS) and houses one engine, one wildland engine, a support vehicle and a trailer. More information on the city stations is below.

As the demand for services increases, Beckwourth FPD continues to look for opportunities to enhance services and expand volunteer recruitment and retention efforts. They are currently working with the County Sheriff's Office and local ambulance service to create a dispatch protocol for the volunteer fire service. The department works hard to make the most of its limited funding which is used to cover all aspects of fire response, including engines, water tenders, rescue vehicles, medical supplies, equipment, station maintenance, training, fuel, insurance, and more. While the current financing levels are adequate to deliver services, they continue to search for long-term funding opportunities that will support increased administrative capacity, volunteer staffing programs, apparatus and equipment replacement, and training/certification.

City of Portola

The City of Portola incorporated in 1946 and was formed as a general law city. Though it is the only city in Plumas County, there have been two attempts to disincorporate, but neither were approved by LAFCo. The adjacent unincorporated communities Lake Davis, Grizzly Ranch, Iron Horse, Gold Mountain, and Delleker all impact the City, particularly services related to fire, safety, traffic, and the environment. Historically, the City's population has experienced periods of decline and periods of growth. The 2020 census showed the City had a population of 2,100 which is similar to the reported 2010 population¹.

In December of 2017, the City was alerted to significant deficiencies in its Volunteer Fire Department's operation. Recognizing it could not quickly remedy the shortcomings, the City decided to stand down its Volunteer Fire Department and entered into a contract with Eastern Plumas Rural Fire Protection District (EPRFPD) to provide Fire and Emergency Medical Services (EMS) to the City. Previous to its fire department's stand-down, the City was the long-term contract provider of fire and EMS to the Gold Mountain CSD. Subsequently, Gold Mountain CSD also entered into a contract with EPRFPD for services.

In 2021, the City of Portola began contracting with Beckwourth FPD to provide fire protection services. This contract was put into effect on February 1, 2021, and lasts for two years. The contract is for \$73,000 per year and is paid in two semiannual installments. The City of Portola is also directly responsible for other billable expenses such as utilities, taxes, building upkeep, insurance, equipment repair and purchases for both city stations. The two city stations are staffed by part time duty officers and volunteer firefighters. In 2021 Beckwourth FPD responded to 24 alarm calls, 22 fire, 10 hazard, 231 medical, 4 service and 3 vehicle calls in the City totaling 294 responses. Together the two stations house three engines, one water tender, and one support vehicle (an old ambulance). Both stations were recently renovated in 2021 and are in good condition.

The City reports a possible fire flow deficiency in a few areas resulting from the elevation and distance relative to their south water tank. For now, the City will activate two water wells for fire incidents in those areas. The City has reported the current funding levels are adequate, but recent declines in revenue meant trimming expenditures.

¹ US Census Bureau, 2010 & 2020 Decennial Census (DEC Redistricting Data PL 94-171), Table P1 – Portola city, California.

Gold Mountain CSD

Gold Mountain CSD was formed in 1996 to serve the Gold Mountain Planned Development. The District received voter approval to elect an independent five-member board of directors in 2005. The bankruptcy of the original housing developer forced the board to overcome many challenges. The water and wastewater infrastructure were only partially built and no “as built” drawings were given to the CSD. The District now must continually develop plans and find financing for significant system improvements. This was due to construction defects that resulted in failing infrastructure that required replacement or remediation on an emergency basis. The District also had to rebuild a leach field and remediate landslide damage above the water storage tanks. This caused the initial reserves to be depleted in the first two years of being an independent district. The District’s underfunding was caused by subsidized water and sewer rates that were never adjusted, the developer’s delinquent payments on over 30 properties, no property tax funding for fire services, and no requirement for the developer to finish infrastructure buildout. The District lost a large amount of money while suing the developer for ownership of the infrastructure and water rights.

As mentioned above, Gold Mountain CSD previously had a contract with the City of Portola to provide fire services. They first entered into this contract in 1997 and the City continued to provide services until the City’s fire department disbanded in 2017. The District contracted with East Plumas Rural FPD (EPRFPD) to provide fire suppression, emergency medical, and fire prevention services between 2018-2022. The original contract was one year for \$35,000. In 2019, the District agreed to renew to a three year contract for \$36,050 with an annual 3 percent escalation option. The EPRFPD has a facility in Iron Horse that is not a full fire house, but it houses two pieces of equipment for the volunteer firefighters. The nearest full fire house is approximately 8 miles away. Although far, the EPRFPD has provided reliable services and met every call for service. The City of Portola’s South Side station is three miles from Gold Mountain and provides mutual aid to Gold Mountain as needed. Beginning January 2023, the Gold Mountain CSD will begin contracting with Beckwourth FPD.

Sierra Valley FPD

Sierra Valley FPD was formed in 1948 to provide structural fire and basic life support services for the communities of Vinton and Chilcoot. The District encompasses approximately 220 square miles and is the largest in the County in terms of the total area within the boundary. It is located in the eastern part of the county and is surrounded by USFS and Bureau of Land Management (BLM) land. The District borders Beckwourth FPD and the Hallelujah Junction FPD (HJFPD) in Lassen County. The District contracts with HJFPD and responds to calls along both sides of SR 395 and both sides of SR 70 in Lassen County. The contract was voted to be extended in 2020. It is valid for three years with an automatic two-year extension.

The District’s highest call demand happens during the winter when they respond to and increased number of vehicle incidents typically caused by ice and snow conditions. There has been little change in service demand from 2017 to 2021. Currently, the finance levels are adequate to cover basic services, but the District would like to increase funding to increase its capacity and be prepared for larger emergency incidents. As of now, they are not in a position to handle large wildfires. Greater effectiveness and efficient service delivery by the District may be gained from expanded shared resources, such as training, shared administrative functions, or collectively pursuing grants with adjacent service providers. The District relies almost exclusively on property taxes, seasonal wildfire reimbursements from the federal government, and fundraising (no special tax or assessment is in place). They currently partner with a fundraising auxiliary to raise money for its operations.

PROPOSED REORGANIZATION

To help address some of the challenges mentioned above, a Local Emergency Services Study Group (LESSG) was created in January 2020, as a framework for cooperative and collaborative action to explore ways to strengthen and improve the provision of fire and emergency services throughout the region. The group came to a consensus to begin the process of creating a new single fire district that will provide fire and emergency medical response services for the region.

Currently the City of Portola, Beckwourth FPD, Gold Mountain CSD, and Sierra Valley FPD are participating in the process to form the Beckwourth Peak FPD. Early in the process, the participating agencies also reached out to C-Road CSD and Eastern Plumas Rural FPD. However, at this time those agencies are not participating in the process to form the Beckwourth Peak FPD.

In order to provide adequate and sustainable fire protection services long-term in the east Plumas County region, the Beckwourth Peak FPD is proposed as outlined in the following sections.

Formation of New Fire Protection District

The Beckwourth Peak FPD is proposed to be formed under Fire District Law of 1987 (Health & Safety Code §13800, et seq.) in order to provide fire protection services, rescue services, emergency medical services, hazardous material emergency response services, and other services relating to the protection of lives and property. The new 468 square mile district will be governed by a five-member board of directors initially elected at-large from within the District by registered voters residing within the boundaries of the District. Directors will serve staggered four-year terms with two directors initially being elected for a two-year term. As a special district, the Beckwourth Peak FPD would be supported by revenue from a combination of taxes, fees, grants, and fundraising.

Formation of the Beckwourth Peak FPD will be contingent upon establishment of a special tax and successful negotiation of a property tax exchange agreement with Plumas County. Combined, these two revenue sources could provide up to \$600,000 in annual revenue to the support the Beckwourth Peak FPD. This will allow the District to hire dedicated full-time and part-time emergency responders in addition to administrative support staff. It will also allow the District to provide the necessary training for staff and volunteers, purchase and maintain equipment, and improve and expand fire stations in the region.

District Dissolutions

Concurrent with formation of the Beckwourth Peak FPD, the Beckwourth and Sierra Valley FPDs will be dissolved. All assets belonging to these districts will be transferred to the Beckwourth Peak FPD and as such, the Beckwourth Peak FPD will be the successor for the dissolved districts in accordance with §57451(d) of the CKH Act. Upon dissolution, all existing special taxes and assessments used to fund community fire protection and rescue services will terminate and the new voter-approved special tax would be levied in their place.

Should the New Fire District be unsuccessful in establishing a new special tax and/or negotiating a tax exchange agreement with Plumas County or otherwise fail to meet the conditions of approval for formation of the District, then the Beckwourth and Sierra Valley FPDs will not be dissolved. They will retain their assets and powers to provide fire and emergency response services. Additionally, any special taxes and assessments for the Districts will continued to be levied.

Divestiture of Powers

Concurrent with the formation of the Beckwourth Peak FPD, the Gold Mountain CSD will proceed with a divestiture of power to provide fire protection, and the City of Portola will transfer responsibility for providing fire protection to the New Fire District. Gold Mountain CSD will maintain its powers to provide wildland fire response and hazardous fuels reduction and will continue to levy a special tax to support these services. The City of Portola will transfer all responsibility and assets related to fire protection services to the New Fire District.

In the event the formation of the Beckwourth Peak FPD fails as discussed under dissolutions, then the Gold Mountain CSD and City of Portola will retain their powers to provide community fire protection and emergency response and continue to levy all associated special taxes, assessments, and fees.

PROPOSED BOUNDARY

The proposed Beckwourth Peak FPD boundary encompasses 468 square miles (approximately 300,000 acres) in eastern Plumas County and includes the communities of Portola, Beckwourth, Gold Mountain, Vinton, and Chilcoat. The proposed boundary as shown in Figure 2 generally follows the existing spheres of influence and goodwill response areas for the participating agencies with some revisions to better follow parcel lines. The boundary also includes the sphere of influence for the East Plumas Rural FPD but it excludes lands included in their district boundary. The proposed boundary includes all of the parcels where the Beckwourth Peak FPD is most likely to be called as the primary local responder.

An online map of the proposed boundary can also be accessed at this link: <https://arcg.is/G05yD>.

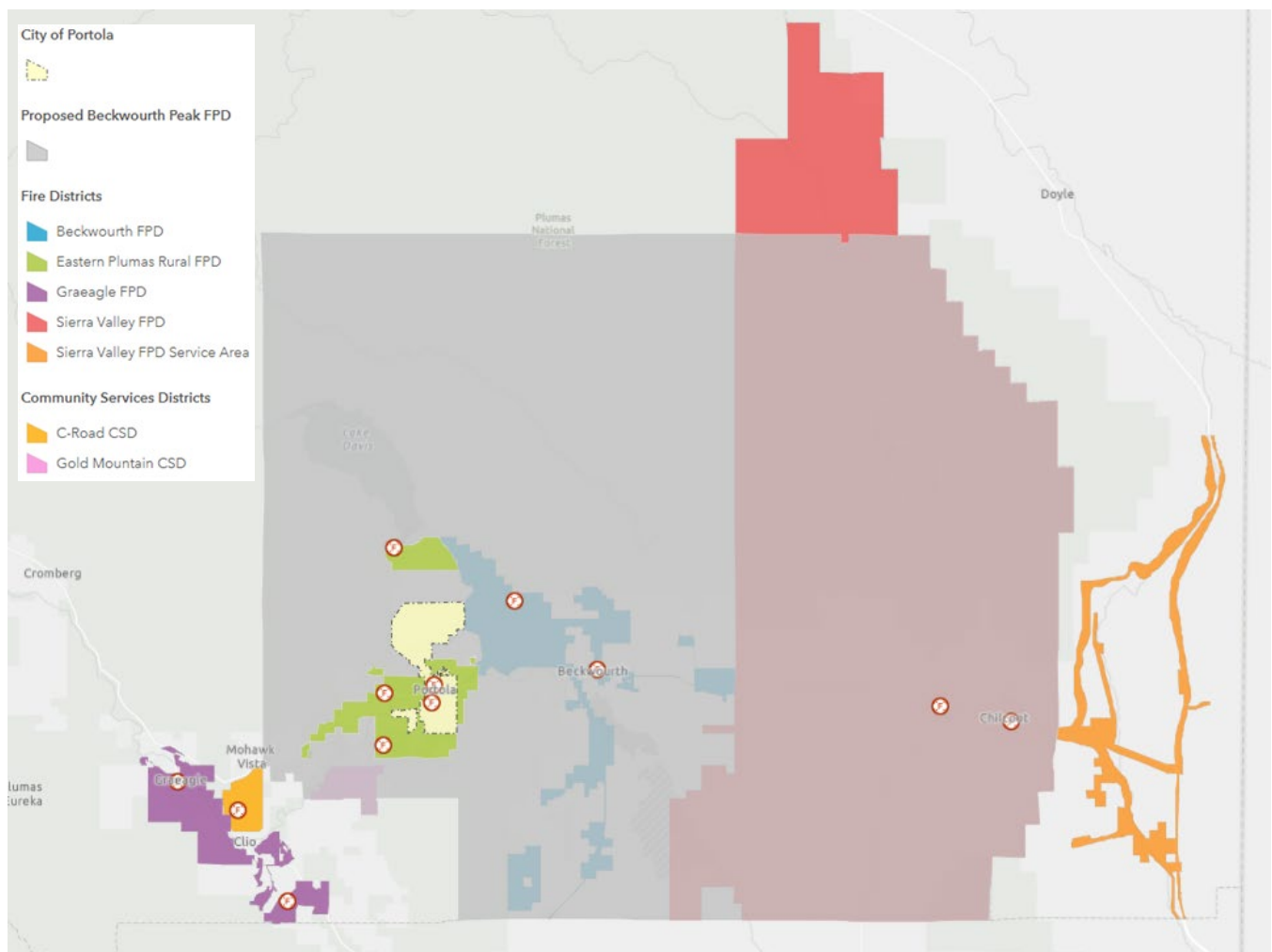
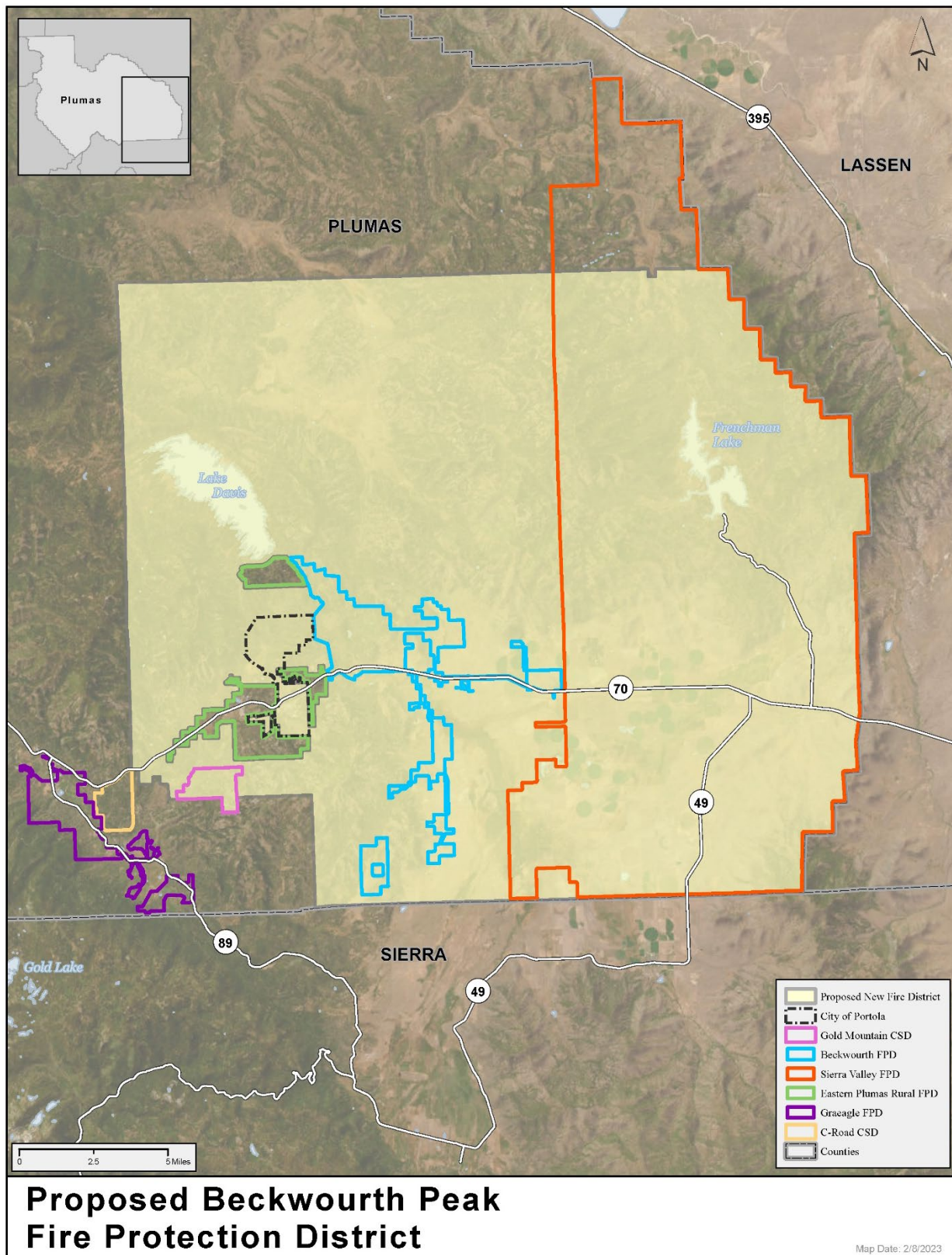


Figure 2: Proposed Beckwourth Peak FPD Boundary



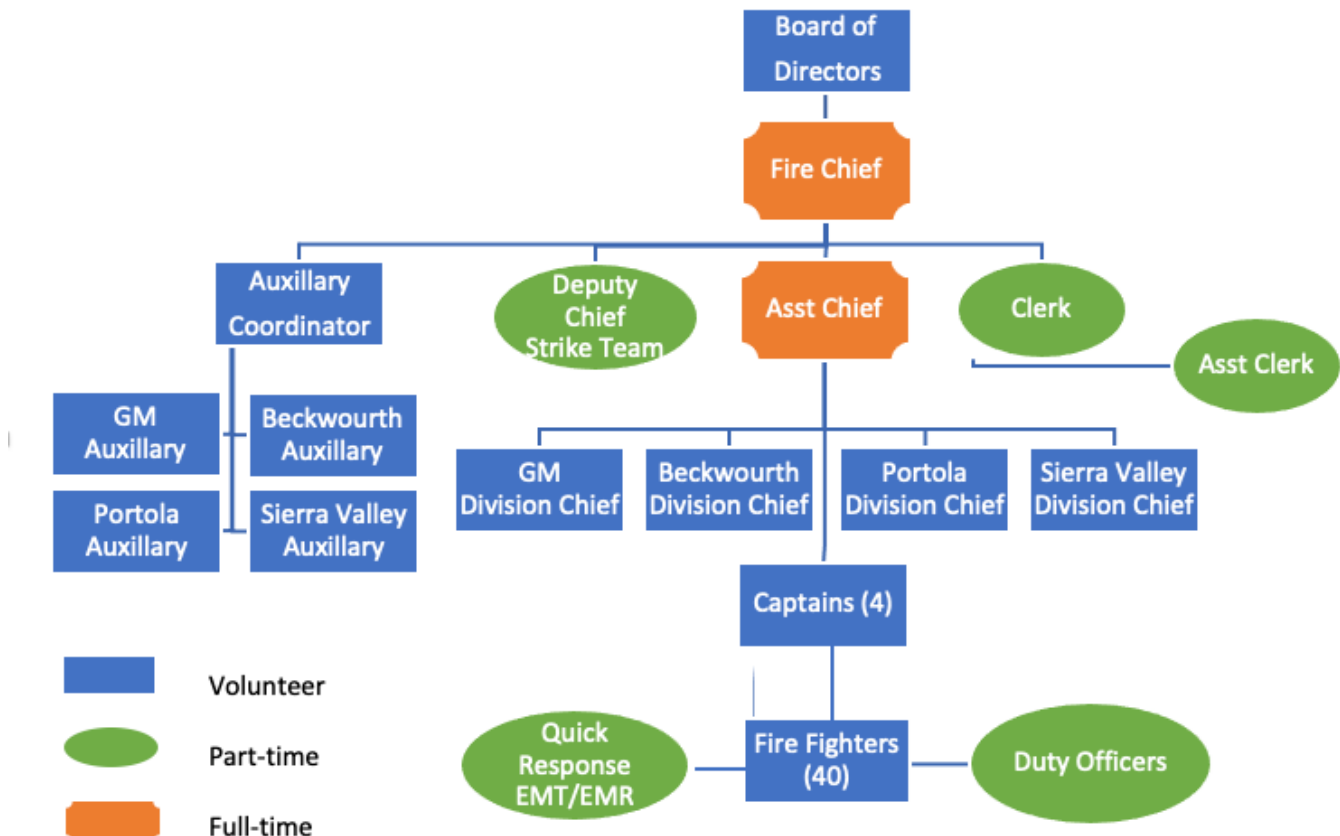
C

ORGANIZATION AND STAFFING

The Beckwourth Peak FPD will be governed by a five-member Board of Directors elected by registered voters residing within the boundaries of the District. Directors will be elected at large from within the District in order to encourage more participation and interest in serving on the board. In order to establish staggered terms of office for directors, the initial board will have three directors elected to a four-year term and two directors elected to a two-year term. After the initial two-year term, all directors will be elected to four-year terms with no limit on the number of terms that can be served.

The Beckwourth Peak FPD will be served by a full time Fire Chief and Assistant Chief that oversee operations for the entire district, with support from a part time Deputy Chief. In addition, a part time Administrative Clerk and Assistant Clerk will provide administrative support for the District. Initially, there will be four divisions including Gold Mountain, Beckwourth, Portola, and Sierra Valley, each with its own Division Chief that will oversee the fire fighters, duty offices, and quick response EMT/EMRs assigned to that division. The organization chart below shows the general chain of command for the Beckwourth Peak FPD. Positions shown in orange monument shapes are paid full-time, those in green ovals are paid part-time, and those in blue rectangles are volunteer positions.

Figure 3: Beckwourth Peak FPD Organizational Chart



The Beckwourth Peak FPD is planned to have 2 full time paid positions (Chief and Assistant Chief) and 5 part time paid positions. The remainder of the positions will be supported by volunteers. Volunteers are vital to the successful and continued operation of the District as they will be the main responders to calls and oversee day-to-day operations of the District. It is anticipated that each division will be served by at least 10 volunteer firefighters along with a volunteer fire captain for each station and overseen by a division chief. The district will field a dedicated duty officer each day, who will be responsible for monitoring the radio at all times and ensuring an appropriate response to all calls for service as well as required documentation of the department's activities. Within the first five years, a second part time duty officer position will be added.

Every firefighter must pass a comprehensive training program (basic firefighter academy) and may be qualified in multiple positions. Training focuses on knowledge and skills of the many tasks a firefighter must be proficient in to effectively do their job including but not limited to structural, wildland, and vehicle fire tactics and safety, hose and nozzle evolutions, structural fire ventilation, forcible entry, search and rescue, low and high angle technical and rope rescue, vehicle extrication and rescue, and traffic control techniques and safety. Medical training involves CPR certification, basic first aid and Emergency Medical Responder (EMR) certification, with some members going on to Emergency Medical Technician (EMT) training and certification. Members are also trained in firefighter safety and emergency scene assessment identifying potential hazards for the responder.

Training is also provided in Rapid Intervention Crew Tactics in support of United States Occupational Safety and Health Administration (OSHA) policy 29 CFR 1910.134(g)(4)(i) which requires a dedicated exterior two-person firefighter rescue team when firefighters are operating inside a structure fire or other hazard area considered to be "Immediately Dangerous to Life or Health." The only exception to establishing a Rapid Intervention Crew is during actual rescue operations of a victim. This exterior crew is the rescue crew for the interior firefighters, and must be proficient at search and rescue, forcible entry, remote filling of self-contained breathing apparatus, and methods to quickly remove a downed firefighter.

As the volunteer firefighters become proficient, they begin to take on other skills, such as training to be certified as a Driver/Operator to begin driving and pumping fire apparatus. As they become skilled, firefighters may promote to Engineer as openings become available. From Engineer, one can later promote to Captain. As a Captain, one can initiate a Duty Officer Taskbook to build skills as a duty officer and assist with duty officer vacancies as needed. From Captain, members can also promote to Division Chief as vacancies permit.

EQUIPMENT AND FACILITIES

Since the Beckwourth Peak FPD will be formed through consolidation of several existing agencies, all existing apparatus and other vehicles and equipment will be transferred to the New Fire District upon formation. The majority of the equipment will be located at one of six stations throughout the district. However, some of the equipment will not be located at a station but will instead be positioned at locations around the district that help reduce response times in the more remote areas of the district. This non-stationed equipment includes four response vehicles and one command vehicle. These are all considered to be in Fair condition and are planned for replacement in the next five to ten years.

The rest of the Beckwourth Peak FPD equipment will be located at the various stations as outlined below.

Beckwourth Division

The Beckwourth Division will consist of a Division Chief, a captain, and numerous other first responders. This division will operate out of two stations located 180 Main Street, Beckwourth and 4076 Grizzly Road, Portola. The equipment available at each station is listed below.

Station 1 - Headquarters (180 Main St, Beckwourth)

- Type 1 Engine (2007): 750 gal water tank and 1,500 gpm pump
- Water Tender (2003): 1,500 gal water tank and 500 gpm pump (on loan from the USFS)
- Rescue Vehicle (1996): 5 seats, 3 scba seats
- Type 3 Wildland Engine (1999): 500 gal water tank and 500 gpm pump
- Type 7 Engine: 150 gal water tank and 150 gpm pump

Station 2 (4076 Grizzly Rd, Portola)

- Type 1 Engine (2000): 800 gal water tank and 1,250 gpm pump
- Type 3 Wildland Engine (1996): 500 gal water tank and 500 gpm pump
- Support Vehicle: Retired ambulance
- Response/utility vehicle 2011 F-250
- MCI Trailer

Most of the equipment at these two stations is considered to be in good condition and will likely not need to be replaced for another 15 years. However, the Type 3 Wildland Engine at Station 2 is considered to be in Fair condition and is planned for replacement in the next three years. Response times for this division will vary greatly based on location of the call and weather conditions.



Portola Division

The Portola Division will consist of a Division Chief, a captain, and numerous other first responders. This division will primarily operate out of the North Side Portola fire station located at 420 North Gulling Street, Portola. The equipment available at each station is listed below.

Station 3 - North Side (420 North Gulling St, Portola)

- Type 1 Engine (2008): 850 gal water tank and 1500 gpm pump
- Water Tender (1976): 3,000 gal tank
- Type 6 Engine - Medical (2017): 450 gal water tank and 300 gpm pump
- Medical Response Vehicle (2005)
- Type 3 Wildland Engine (1996): 500 gal water tank and 500 gpm pump (Belongs to Beckwourth Fire, on loan from the USFS)

Station 4 - South Side (316 First Avenue, Portola)

- Type 1 Engine (2001): 750 gal water tank and 1250 gpm pump
- Response Vehicle: 5 seats

The water tender is considered to be in poor condition and is planned for replacement within the first year of formation of the New Fire District. The other equipment at these stations are considered to be in fair to good condition and are planned for replacement in 5-10 years. Response times from this station to the surrounding city areas are anticipated to be 5 to 10 minutes based on call location and weather conditions.



Sierra Valley Division

The Sierra Valley Division will consist of a Division Chief, a captain, and numerous other first responders. This division will primarily operate out of the Chilcoot fire station located on the eastern edge of the New Fire District. The Vinton station is in poor condition and will require upgrades. The equipment available is listed below.

Station 5 - Chilcoot Station (94362 CA-70, Chilcoot)

- Rescue Vehicle (1993)
- Type 3 Brush Engine (2004)
- Water Tender (1991)
- Type 1 Engine (1998)
- Type 1 Engine (1987)

- Utility Truck (1991)
- Air Trailer (2003)
- Type 4 Brush Truck (1969)

The equipment for the Sierra Valley Division is generally considered to be in fair condition and planned for replacement in the next five to ten years except for the Air Trailer which should be replaced within the next year. The Type 4 Brush Truck is considered to be in poor condition and should also be replaced in the next year. The Type 3 Brush Engine is considered to be in good condition and will not be replaced for approximately 15 years. Response times for this division will vary greatly based on location of the call and weather conditions.



Gold Mountain Division

Gold Mountain has a very active Firewise community focused on training residents on prevention, home hardening, and evacuation. Gold Mountain CSD has a paid Fire Coordinator position and a Quick Attack Vehicle (QAV) during the summer fire season. The District's Fire Coordinator manages and trains a cadre of six to eight volunteers to operate the QAV in the event of a wildfire ignition within the District. The District does not authorize the QAV or Fire Cadre for structural firefighting. As mentioned previously, Gold Mountain CSD will maintain its powers to provide wildland fire response and hazardous fuels reduction and will continue to levy a special tax to support these services.

The Gold Mountain Division will ultimately consist of a Division Chief, a captain, and numerous other first responders once a new fire station in Gold Mountain is constructed. Initially the Beckwourth Peak FPD will operate out of South Side Portola fire station which is located 3 miles from Gold Mountain and support capacity building for improved response in that area of the district. Response times to the Gold Mountain area are anticipated to be 10 to 15 minutes depending on location of the call and weather conditions. There is also opportunity to strategically place a fire engine at a residence or other secure location to allow a quicker response to incidents in the community should any volunteers be recruited that live and/or work in the Gold Mountain area.

FINANCIAL PLAN

Fire districts are becoming more costly to operate as prices rise for workers comp, insurance, fuel, personal protection equipment, apparatus, and other district needs. The sections below discuss the proposed budget for operation of the Beckwourth Peak FPD and the revenue sources proposed to support ongoing operations. This includes a new special tax that will be applied to properties within the Beckwourth Peak FPD boundary and a property tax exchange agreement with Plumas County.

The approval of a new special tax by the registered voters and the successful execution of a tax exchange agreement with the County are conditions of reorganization/formation approval. The revenue generated by these two key funding sources and continued fundraising, donations and grants will establish a reliable budget for which the Beckwourth Peak FPD will need to maintain and improve its capacity to provide the services.

The increased revenue will be used by the Beckwourth Peak FPD to sustain and improve community fire and rescue services by establishing the following ongoing programs and actions:

- ✂ A comprehensive volunteer recruitment and retention program to ensure that volunteer firefighters will continue to be available to support high quality fire protection services.
- ✂ Key staff to ensure operational and administrative effectiveness, including:
 - Hiring a Fire Chief, Assistant Chief, and part time administrative staffing to properly lead and direct the volunteer organization as well as manage records and expenditures.
 - Hiring a Deputy Chief that would partially be funded by strike team revenues and would maximize strike team effectiveness.
 - Hiring part time Duty Officers (firefighter/EMT) to ensure reduced response times (note that most of the calls are for emergency medical services such as vehicle accidents and general medical aid). Duty officers would be hired to provide daytime coverage at primary stations.
 - Hiring a part time Quick Response EMR to be on call (standby).
- ✂ Create a reserve fund that will support the regular replacement of apparatus and equipment, to ensure operational safety and effectiveness. This will ensure long-term stability and provide for consistent, high-quality provision of services for the New Fire District.
- ✂ Improve and expand the headquarters station in Beckwourth and support capacity building for improved response.
- ✂ Improve equipment staging and quick response in the western part of the Beckwourth Peak FPD and support capacity building for improved response in that area of the expanded District.

Proposed Budget

The proposed budget considers several factors including consolidation of assets from the existing agencies, need to replace aging equipment and improve facilities, inflation rates, and the need for additional personnel. In order to create the proposed budget and 10-year projection for the Beckwourth Peak FPD, the prior expenditures for each individual agency currently providing fire and emergency response services were reviewed.

In Fiscal Year (FY) 2019-20, the four agencies had combined annual expenditures of approximately \$549,590 as shown in Table 6. The combined four-year average (FY 2016-17 through 2019-20) for the four agencies was \$509,892 in expenditures and \$720,269 in revenues as shown in Table 7. The largest expense is salaries and wages and services and supplies, which includes uniforms, maintenance, fuel, office expenses, professional services (such as auditors), strike team wages, medical supplies, and other costs associated with providing services. It is anticipated that these two categories will continue to make up the majority of expenses for the Beckwourth Peak FPD upon formation.

Table 6: Historical Financial Data (FY2019-20)

	Beckwourth Fire Protection District	Gold Mountain Community Services District	Sierra Valley Fire Protection District	City of Portola	Total
Year	2020	2020	2020	2020	
Property Tax	74,701	-	39,604	-	114,305
Parcel Tax	98,667	118,000	-	17,708	234,375
Prior Year Taxes & Assessments	33	-	17	-	50
General Government Revenues	-	-	-	69,930	69,930
Total Taxes and Assessments	173,401	118,000	39,621	87,638	418,660
Licenses, Permits, Franchises	-	-	-	-	-
Fines, Forfeitures, and Penalties	-	-	-	-	-
Use of Money	4,671	2,464	1,119	-	8,254
Timber Yield	4	-	185	-	189
Total Federal Intergovernmental	274,265	-	-	-	274,265
Total State Intergovernmental	-	-	450	-	450
Other Intergovernmental	-	-	-	-	-
Charges for Current Services	14,535	-	1,428	-	15,963
Other Revenues	59,256	-	26,508	-	85,764
Fire Revenues	-	-	-	-	-
Total Revenues	526,132	120,464	69,311	87,638	803,545
Salaries and Wages	(114,325)	-	-	-	(114,325)
Employee Benefits	(46,871)	-	-	-	(46,871)
Services and Supplies	(106,178)	(75,557)	(58,320)	-	(240,055)
Capital Outlay	(50,851)	(9,850)	-	-	(60,701)
Fire Expenses	-	-	-	(87,638)	(87,638)
Total Expenditures	(318,225)	(85,407)	(58,320)	(87,638)	(549,590)
Excess/(Deficiency)	207,907	35,057	10,991	-	253,955

Source: California State Controller's Office (2019-20)

Table 7: Historical Financial Data (FY 2016-17 through 2019-20)

	Beckwourth Fire Protection District	Gold Mountain Community Services District	Sierra Valley Fire Protection District	City of Portola	Total
Year	Avg Last 4 FY	Avg Last 4 FY	Avg Last 4 FY	Avg Last 4 FY	
Property Tax	67,406	-	37,386	75,436	180,228
Parcel Tax	101,490	118,000	-	18,500	237,990
Prior Year Taxes & Assessments	37	-	20	-	57
General Government Revenues	-	-	-	-	-
Total Taxes and Assessments	168,933	118,000	37,406	93,936	418,275
Licenses, Permits, Franchises	-	-	-	-	-
Fines, Forfeitures, and Penalties	-	-	-	-	-
Use of Money	2,534	996	599	-	4,129
Timber Yield	4	-	183	-	187
Total Federal Intergovernmental	230,202	-	5,015	-	235,217
Total State Intergovernmental	-	-	349	-	349
Other Intergovernmental	-	-	-	-	-
Charges for Current Services	15,438	-	357	-	15,795
Other Revenues	26,812	-	19,504	-	46,316
Fire Revenues	-	-	-	-	-
Total Revenues	443,924	118,996	63,413	93,936	720,269
Salaries and Wages	(98,489)	-	-	-	(98,489)
Employee Benefits	(37,296)	-	-	-	(37,296)
Services and Supplies	(89,352)	(65,589)	(46,408)	-	(201,348)
Capital Outlay	(27,477)	(4,620)	(46,727)	-	(78,824)
Fire Expenses	-	-	-	(93,936)	(93,936)
Total Expenditures	(252,614)	(70,209)	(93,134)	(93,936)	(509,892)
Excess/(Deficiency)	191,310	48,787	(29,721)	-	210,376

Source: California State Controller's Office (2017-2020)

Utilizing the prior expenditures as a baseline, the New Fire District budget was prepared. This included comprehensive review of staffing and operational needs for the Beckwourth Peak FPD, including salary and personnel cost projections, facility and capital improvement needs and costs, and equipment and apparatus replacement and reserve estimates. A detailed 10-year phased budget projection was developed for the Beckwourth Peak FPD as shown in Table 8. The first year after formation (projected to be FY2022-23) will largely consist of transferring assets and setting up the New Fire District. As such, expenses are projected to be minimal. During the first year of operation, the expected cost (total expenditures) for running the Beckwourth Peak FPD is projected to be approximately \$641,000. This will increase over time as additional staff is hired and upgrades are made to existing equipment and structures. Each subsequent year includes adjustments for inflation, purchase of new equipment, and bringing on additional personnel to support the District. At the end of the project 10-year period, the cost for running the Beckwourth Peak FPD is estimated to be approximately \$866,000. The projected budget, as proposed, would allow the Beckwourth Peak FPD to build up a healthy reserve balance to support the District for up to eight months in the event of a fiscal emergency.

Table 8: Phased 10-Year Budget Projection

Fiscal Year	Proposed	Transition 2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Projection Year		0	1	2	3	4	5	6	7	8	9	10
REVENUES												
Property Taxes												
Current Secured Taxes	\$200,000	\$0	\$200,000	\$204,000	\$208,080	\$212,242	\$216,486	\$220,816	\$225,232	\$229,737	\$234,332	\$239,019
Special Assessments/Special	405,181	0	405,181	417,336	429,857	442,752	456,035	469,716	483,807	498,322	513,271	528,669
Subtotal Tax Revenues		\$0	\$605,181	\$621,336	\$637,937	\$654,994	\$672,521	\$690,532	\$709,040	\$728,059	\$747,603	\$767,688
Other Revenues												
Federal - FS Grizzly Rent	\$5,400	\$0	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400
Federal - FEMA Strike Team	262,000	0	262,000	262,000	262,000	262,000	262,000	262,000	262,000	262,000	262,000	262,000
Contract Revenue - Hallelujah	11,000	0	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
State - Other	10,000	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Training Class	5,000	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Other Revenue	25,000	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Inspection Revenue	2,500	0	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Interest Income	2,000	0	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Reimbursements/Refunds	2,000	0	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Donations/Grants	20,000	0	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Subtotal Other Revenues		\$0	\$344,900	\$344,900	\$344,900	\$344,900	\$344,900	\$344,900	\$344,900	\$344,900	\$344,900	\$344,900
Total Revenues		\$0	\$950,081	\$966,236	\$982,837	\$999,894	\$1,017,421	\$1,035,432	\$1,053,940	\$1,072,959	\$1,092,503	\$1,112,588
EXPENDITURES												
Salaries/Benefits												
Fire Chief	\$93,558	\$0	\$96,364	\$99,255	\$102,233	\$105,300	\$108,459	\$111,713	\$115,064	\$118,516	\$122,071	\$125,734
Assistant Chief	46,779	0	48,182	49,628	51,116	52,650	54,229	55,856	57,532	59,258	61,036	62,867
Deputy Chief ST	10,338	0	10,648	10,968	11,297	11,636	11,985	12,344	12,715	13,096	13,489	13,894
Admin Clerk	20,146	0	20,750	21,373	22,014	22,675	23,355	24,055	24,777	25,520	26,286	27,075
Assistant Clerk	18,961	0	19,530	20,116	20,719	21,341	21,981	22,640	23,320	24,019	24,740	25,482
Duty Officer-1	20,676	0	21,297	21,935	22,593	23,271	23,969	24,688	25,429	26,192	26,978	27,787
Duty Officer-2	20,676	0	21,297	21,935	22,593	23,271	23,969	24,688	25,429	26,192	26,978	27,787
Duty Officer-3	20,676	0	0	0	0	0	23,969	24,688	25,429	26,192	26,978	27,787
Duty Officer-4	20,676	0	0	0	0	0	0	0	0	0	0	0
Duty Officer-5	20,676	0	0	0	0	0	0	0	0	0	0	0
Quick Response EMR-1	20,676	0	21,297	21,935	22,593	23,271	23,969	24,688	25,429	26,192	26,978	27,787
Quick Response EMR-2	20,676	0	0	0	0	0	0	0	0	0	0	0
Salaries/Benefits Contingency	5.00%	0	12,968	13,357	13,758	14,171	15,794	16,268	16,756	17,259	17,777	18,310
Pay Per Call	500 calls/yr	0	5,150	5,305	5,464	5,628	5,796	5,970	6,149	6,334	6,524	6,720
Subtotal Salaries/Benefits		\$0	\$277,483	\$285,807	\$294,381	\$303,213	\$337,477	\$347,601	\$358,029	\$368,770	\$379,833	\$391,228

		Transition										
Fiscal Year	Proposed	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Projection Year		0	1	2	3	4	5	6	7	8	9	10
Services & Supplies												
Clothing - Personal Supply	\$5,000	\$0	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628	\$5,796	\$5,970	\$6,149	\$6,334	\$6,524
Clothing - Wildlands/Shelters	3,000	0	3,000	3,090	3,183	3,278	3,377	3,478	3,582	3,690	3,800	3,914
Communications	10,000	0	10,000	10,300	10,609	10,927	11,255	11,593	11,941	12,299	12,668	13,048
Household Expense	2,500	0	2,500	2,575	2,652	2,732	2,814	2,898	2,985	3,075	3,167	3,262
Insurance Veh/Liab/Prop	50,000	0	50,000	51,500	53,045	54,636	56,275	57,964	59,703	61,494	63,339	65,239
Maintenance - Equip	10,000	0	10,000	10,300	10,609	10,927	11,255	11,593	11,941	12,299	12,668	13,048
Maintenance - Vehicles	15,000	0	15,000	15,450	15,914	16,391	16,883	17,389	17,911	18,448	19,002	19,572
Maintenance - Safety Equip	2,500	0	2,500	2,575	2,652	2,732	2,814	2,898	2,985	3,075	3,167	3,262
Maintenance - Tools	2,500	0	2,500	2,575	2,652	2,732	2,814	2,898	2,985	3,075	3,167	3,262
Maintenance - Bldg/Grounds	20,000	0	20,000	20,600	21,218	21,855	22,510	23,185	23,881	24,597	25,335	26,095
Vehicle Fuel	20,000	0	20,000	20,600	21,218	21,855	22,510	23,185	23,881	24,597	25,335	26,095
Snow Removal	2,500	0	2,500	2,575	2,652	2,732	2,814	2,898	2,985	3,075	3,167	3,262
Memberships	1,500	0	1,500	1,545	1,591	1,639	1,688	1,739	1,791	1,845	1,900	1,957
Misc Expense	2,000	0	2,000	2,060	2,122	2,185	2,251	2,319	2,388	2,460	2,534	2,610
Office Expense	3,500	0	3,500	3,605	3,713	3,825	3,939	4,057	4,179	4,305	4,434	4,567
Professional Services	10,000	50,000	10,000	10,300	10,609	10,927	11,255	11,593	11,941	12,299	12,668	13,048
Strike Team Wages	157,200	0	157,200	161,916	166,773	171,777	176,930	182,238	187,705	193,336	199,136	205,110
Petty Cash	500	0	500	515	530	546	563	580	597	615	633	652
Spec. Dept. Tax Admin Fee	2,000	0	2,000	2,060	2,122	2,185	2,251	2,319	2,388	2,460	2,534	2,610
Spec. Dept. Fire Prevention	2,000	0	2,000	2,060	2,122	2,185	2,251	2,319	2,388	2,460	2,534	2,610
Spec. Dept. Training/Edu	5,500	0	5,500	5,665	5,835	6,010	6,190	6,376	6,567	6,764	6,967	7,176
Spec. Dept. Medical Supplies	5,000	0	5,000	5,150	5,305	5,464	5,628	5,796	5,970	6,149	6,334	6,524
Travel	1,500	0	1,500	1,545	1,591	1,639	1,688	1,739	1,791	1,845	1,900	1,957
Utilities/Trash Collection	25,000	0	25,000	25,750	26,523	27,318	28,138	28,982	29,851	30,747	31,669	32,619
Legal	5,000	0	5,000	5,150	5,305	5,464	5,628	5,796	5,970	6,149	6,334	6,524
Subtotal Services & Supplies		\$50,000	\$363,700	\$374,611	\$385,849	\$397,425	\$409,348	\$421,628	\$434,277	\$447,305	\$460,724	\$474,546
Total Expenditures		\$50,000	\$641,183	\$660,418	\$680,231	\$700,638	\$746,825	\$769,229	\$792,306	\$816,075	\$840,558	\$865,774
Surplus/(Deficit)		-\$50,000	\$308,898	\$305,818	\$302,606	\$299,256	\$270,597	\$266,203	\$261,634	\$256,883	\$251,945	\$246,813
Beginning Cash, Before Reserve	\$535,000	\$485,000	\$793,898	\$626,117	\$702,122	\$767,981	\$798,177	\$816,768	\$823,361	\$817,553	\$798,926	\$767,050
Headquarters Expansion	\$203,600	\$0	\$203,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Upgrades	50,000	0	50,000	0	0	0	0	0	0	0	0	0
Capital Reserve												
Structures	\$109,000	\$0	\$109,000	\$112,270	\$115,638	\$119,107	\$122,680	\$126,361	\$130,152	\$134,056	\$138,078	\$142,220
Equipment	111,000	0	111,000	114,330	117,760	121,293	124,931	128,679	132,540	136,516	140,611	144,830
Emergency Fund	0	0	0	0	0	0	0	0	0	0	0	0
Reserve Strike Team Fund	0	0	0	0	0	0	0	0	0	0	0	0
<i>Reserve Balance (Before Expenditures)</i>		0	220,000	446,600	679,998	920,398	1,168,010	1,423,050	1,685,742	1,956,314	2,235,003	2,522,053
Ending Cash		\$485,000	\$320,298	\$399,517	\$468,724	\$527,581	\$550,565	\$561,728	\$560,670	\$546,981	\$520,237	\$480,000

SPECIAL TAX

A new revenue source will be required to support the Beckwourth Peak FPD's ability to build and sustain adequate community fire and rescue services for the entire service area. To this end, an annual special tax will be proposed for Assessor's Parcels located entirely or partially within the Beckwourth Peak FPD boundary, based on land use types provided by the Assessor's Office. The following table shows the division of land use types along with base rates and maximum rates. **Attachment A** contains a listing of Assessor's Use Codes and the applicable Rate ID that will be used as a guide for preparing the Beckwourth Peak FPD direct charge levies to the Plumas County Auditor-Controller for inclusion on the current year tax roll.

Table 9: Proposed Special Tax Rates by Property Type

	Rate ID	Base Rate	% of A	SF incl	Acre incl	Units incl	\$/add SF	\$/Add AC	\$/add Unit	Max Rate
Residential Improved	A	\$110.00		1,800			\$0.02			\$200
Unimproved Land	B	\$55.00	50%		2			\$1.00		\$75
Ag & Timber	C	\$55.00	50%		80			\$0.05		\$75
Multi Residential Improved	D	\$82.50	75%			1			\$82.50	\$3,500
Commercial Improved	E	\$165.00	150%	2,700			\$0.06			\$1,500
Industrial Improved	F	\$192.50	175%	3,150			\$0.07			\$1,500
Religious	G	\$137.50	125%	2,250			\$0.05			\$250
Recreational	H	\$220.00	200%	2,700			\$0.08			\$3,500
Non-Taxable/Exempt	X	\$0								

- A. Residential Improved** – All residential single-family homes and ancillary residential uses will be allocated a base rate of \$110.00 for structures 1,800 square feet or less, with additional \$0.02 cents per square foot charged thereafter, with a maximum not to exceed \$200.00 per parcel.
- B. Unimproved Land** – All vacant/unimproved land will be allocated a base rate of \$55.00 for the first 2 acres, with \$1.00 charged for each acre thereafter, with a maximum not to exceed \$75.00 per parcel.
- C. Ag & Timber** – All agriculture and timber land will be allocated a base rate of \$55.00 for the first 80 acres, with \$0.05 cents charged for each acre thereafter, with a maximum not to exceed \$75.00 per parcel.
- D. Multi Residential Improved** – All multi-family, mobile home, manufactured homes, duplexes, condos, and ancillary residential uses will be allocated a base rate of \$82.50 per unit, with each additional unit charged \$82.50 thereafter, with a maximum not to exceed \$3,500.00 per parcel.
- E. Commercial Improved** – All commercial buildings will be allocated a base rate of \$165.00 for buildings 2,700 square feet or less, with additional \$0.06 cents per square foot charged thereafter, with a maximum not to exceed \$1,500.00 per parcel.
- F. Industrial Improved** - All industrial buildings will be allocated a base rate of \$192.50 for buildings 3,150 square feet or less, with additional \$0.07 cents per square foot charged thereafter, with a maximum not to exceed \$1,500.00 per parcel.
- G. Religious** - All improved religious land will be allocated a base rate of \$137.50 for buildings 2,250 square feet or less, with additional \$0.05 cents per square foot charged thereafter, with a maximum not to exceed \$250.00 per parcel.

- H. Recreational** - All Recreational land will be allocated a base rate of \$220.00 for buildings 2,700 square feet or less, with additional \$0.08 cents per square foot charged thereafter, with a maximum not to exceed \$3,500.00 per parcel.
- I. Non-Taxable/Exempt** – Exempt parcels include public owned parcels (United States of America and State of California, other local governmental agencies) and non-taxable parcels as determined by various statutes including, but not limited to, Disabled Veterans, Welfare Exemptions, Cemetery Exemptions, and Low Value exemptions, will not have the special tax imposed.

To support a baseline budget, the proposed special tax will raise approximately \$405,000 annually to plan, finance, implement, manage, own, and operate a regional Fire Protection District to provide community fire and emergency medical response services. The new special tax must be approved by two-thirds of the votes cast by registered voters residing within the proposed Beckwourth Peak FPD boundary.

If approved, the tax amount will be included on property owners' annual property tax bill distributed by the County. Although these taxes are collected by the County, they do not go to the state like property taxes; they will be deposited in a fund for the sole use of the Beckwourth Peak FPD (nominal processing and administration fees are charged by the County).

Three special tax provisions are proposed for the Beckwourth Peak FPD as follows:

- **Low Income Exemption** - The New Fire District recognizes the proposed special tax may create a burden for low income property owners in the region. For this reason, the Beckwourth Peak FPD shall establish procedures for implementing a Low Income Exemption, to allow landowners who fall within the U.S. Department of Housing and Urban Development (HUD) income limits for "very low" or "poverty level" to apply for a partial or complete exemption from the tax.
- **Contiguous Parcel Exemption** - The Beckwourth Peak FPD shall establish procedures for implementing a Contiguous Parcel Exemption to allow Assessors Parcels which are categorized as Rate ID "C" under provisions of the special tax, and contiguous, undeveloped, held under identical ownership, shall upon approval of an application of the owners thereof to the District Board, be treated as a single parcel for purposes of this special tax.
- **Inflationary Adjustment** - The proposed special tax will also include an inflationary adjustment to account for the ever-increasing costs of fire equipment, apparatus, diesel fuel, and insurance which typically increase at rates that exceed average inflation. To ensure that the proposed special tax will retain its purchasing power in future years, it is proposed to include an inflationary clause which will allow the New Fire District Board, to adjust the tax annually, if needed, by no more than the cost of living as measured by the Consumer Price Index (CPI) for All West Urban Consumers, Non-seasonally Adjusted, for the Preceding Year (Bureau of Labor Statistics Series ID CUUR400SAO). This increase will not exceed 3% each year and must be approved by resolution at a properly noticed public hearing.

If the new special tax is approved, all existing special taxes and assessments used to fund community fire protection and rescue services by the City of Portola, Beckwourth FPD, and Gold Mountain CSD would terminate and no longer be levied. Gold Mountain CSD will continue to levy a special tax to support wildland fire response and hazardous fuels reduction.

TAX EXCHANGE AGREEMENT

In addition to proposing the establishment of a new special tax, the New Fire District will work with the County to receive a portion of property taxes that are already being collected. If negotiations are successful, the property tax exchange agreement would be approved by the County Board of Supervisors and could initially generate approximately \$200,000 per year. This would increase each year thereafter based on the growth in property value. This revenue will be in addition to the proposed special tax as discussed above. This tax exchange agreement represents a transfer of monies currently paid by the County to the existing agencies. Therefore, there will be no loss of revenue by the County and no additional cost to property owners.

SUMMARY CONCLUSIONS

Forming the Beckwourth Peak FPD will establish a consistent, long-term community-based and locally controlled revenue source to support the sustainable delivery of fire protection services in eastern Plumas County. The proposed formation would officially merge the operations of the four fire agencies into one efficient, effective, and sustainable emergency services system. This would make possible a proactive solution for future fire and emergency service needs for the area by creating a regional district, with an improved economy of scale and associated benefits.

The approval of a new special tax by the registered voters AND the successful execution of a tax exchange agreement with the County are conditions of reorganization/formation approval. The revenue generated by these two key funding sources and continued fundraising, donations and grants will establish a reliable budget that will enable the Beckwourth Peak FPD to maintain and improve its capacity to provide fire protection services.

A stable, adequately funded district will attract quality volunteers both for firefighting as well as serving on the New Fire District board of directors. The Beckwourth Peak FPD will still heavily rely on volunteers, but the new district will have more revenue to support its volunteer firefighters through increased training opportunities and improved equipment. The Beckwourth Peak FPD will be eligible to apply for grant funding and access tax revenue that is available only to local government entities like fire districts.

ATTACHMENT A

The use code assigned to a given parcel by the Assessor's Office, as well as other Assessor's information such as assessed value, site address, owner information, as well as visual inspection using aerial mapping and windshield surveys, shall be used as a guide in determining the appropriate tax rate to be applied. Where there is a question, the District shall use other means to verify the use of the property prior to applying the appropriate tax amount. Following is a list of Assessor's Use Codes and the applicable Rate ID that will be used as a guide for preparing the Beckwourth Peak FPD direct charge levies to the Plumas County Auditor-Controller for inclusion on the current year tax roll.

<i>Sorted by Land Use Code</i>	
Assessor's Land Use Codes	RateID
10 - Vacant Lot Residential	B
1001 - Vacant Lot w/Misc Imp	B
11 - Single Family Residential	A
13 - Subdivision Undeveloped	B
20 - Vacant Land Multiple	B
21 - Multiple Residential Misc	D
211 - Multiple Residential	D
212 - Two Dwelling Units	D
2122 - Vacant Lot w/Misc Imp	D
216 - 10 to 19 Apartment Units	D
217 - 20-49 Apartment Units	D
23 - Manufactured Home Parks	D
24 - Manufactured Home Parks	D
30 - Vacant Land Rural	C
3001 - Vacant Lot w/Misc Imp	C
31 - Rural w/Residence	A
33 - LCA Contracts	C
3301 - Vacant Lot w/Misc Imp	C
34 - LCA/TPZ Combined	C
35 - LCA/TPZ Non-Contract Acres	C
36 - TPZ Contract w/Residence	C
37 - TPZ Contract Land	C
40 - Vacant Land Industrial	B
4001 - Vacant Ind w/Misc Imps	B
41 - Industrial	F

<i>Sorted by Rate ID</i>	
Assessor's Land Use Codes	RateID
11 - Single Family Residential	A
31 - Rural w/Residence	A
10 - Vacant Lot Residential	B
1001 - Vacant Lot w/Misc Imp	B
13 - Subdivision Undeveloped	B
20 - Vacant Land Multiple	B
40 - Vacant Land Industrial	B
4001 - Vacant Ind w/Misc Imps	B
50 - Vacant Land Commercial	B
5001 - Vacant Comm w/Misc Imp	B
60 - Vacant Land Valued by S.B.E.	B
30 - Vacant Land Rural	C
3001 - Vacant Lot w/Misc Imp	C
33 - LCA Contracts	C
3301 - Vacant Lot w/Misc Imp	C
34 - LCA/TPZ Combined	C
35 - LCA/TPZ Non-Contract Acres	C
36 - TPZ Contract w/Residence	C
37 - TPZ Contract Land	C
21 - Multiple Residential Misc	D
211 - Multiple Residential	D
212 - Two Dwelling Units	D
2122 - Vacant Lot w/Misc Imp	D
216 - 10 to 19 Apartment Units	D
217 - 20-49 Apartment Units	D

<i>Sorted by Land Use Code</i>	
Assessor's Land Use Codes	RateID
5 - Manufactured Homes	X
50 - Vacant Land Commercial	B
5001 - Vacant Comm w/Misc Imp	B
51 - Commercial Improved	E
511 - Retail	E
512 - Office	E
516 - Food Store or Grocery Store	E
517 - Ministorage Units	E
52 - Religious	G
54 - Recreational	H
541 - Club House Parcel	H
542 - Golf Course Parcel	H
60 - Vacant Land Valued by S.B.E.	B
80 - Vacant Land Non-Taxable	X
81 - Imprvd Land Non-Taxable	X
82 - Assessed By S.B.E.	X
83 - Timeshares	D
90 - Mineral Rights	X

<i>Sorted by Rate ID</i>	
Assessor's Land Use Codes	RateID
23 - Manufactured Home Parks	D
24 - Manufactured Home Parks	D
83 - Timeshares	D
51 - Commercial Improved	E
511 - Retail	E
512 - Office	E
516 - Food Store or Grocery Store	E
517 - Ministorage Units	E
41 - Industrial	F
52 - Religious	G
54 - Recreational	H
541 - Club House Parcel	H
542 - Golf Course Parcel	H
5 - Manufactured Homes	X
80 - Vacant Land Non-Taxable	X
81 - Imprvd Land Non-Taxable	X
82 - Assessed By S.B.E.	X
90 - Mineral Rights	X

SAVE THE DATE!

Join us for the 2023 CALAFCO Annual Conference

On **October 18-20, 2023**, network with other members and participate in sessions exploring policy issues related to growth, sustainability, and preservation.

Our diverse speakers will explore current issues and solutions on topics such as climate change effects and response, housing, water availability, public education about LAFCo and much more. The Annual Conference is an unmatched opportunity to leverage your role in bringing community stakeholders together!

No other event like this brings together such a diverse group of elected officials.

Past topics have included:



Access to water and affordable housing – the ongoing issues and LAFCos' involvement



Preparing for the unexpected and how LAFCo can support escalating disaster preparedness



LAFCo as a partner in creative solutions to governance and service issues



Understanding and dealing with looming pension liabilities



Groundwater management

And more!

Hyatt Regency Monterey
1 Old Golf Course Road,
Monterey, CA 93940



www.calafco.org

CALAFCO | 1129 Firehouse Alley, Sacramento, CA 95814
Phone: (916) 442-6536 | Email: info@calafco.org

May 5, 2023

To: Local Agency Formation Commission
Members and Alternate Members

From: Wendy Root Askew, Committee Chair
CALAFCO Board Election Committee
CALAFCO Board of Directors

CALAFCO
2023
ELECTIONS

RE: Nomination Period Now Open for 2023/2024 CALAFCO Board of Directors

Nominations are now open for the fall elections of the CALAFCO Board of Directors for the following seats:

CENTRAL REGION	COASTAL REGION	NORTHERN REGION	SOUTHERN REGION
City Member	City Member	County Member	County Member
Public Member	Public Member	District Member	District Member

Please inform your Commission that the CALAFCO Election Committee will be accepting nominations for the above-cited seats until:

MONDAY, SEPTEMBER 18, 2023 at 5:00 PM

Serving on the CALAFCO Board is a unique opportunity to work with other commissioners throughout the state on legislative, fiscal, and operational issues that affect us all. The Board meets four to five times each year, with half of the meetings currently held virtually and the rest being held at alternate sites around the state.

Board seats span a two-year term, with no term limits, and any LAFCo commissioner or alternate commissioner is eligible to run for a Board seat. Elections are conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 19, 2023 at the Hyatt Regency Hotel in Monterey, California.

Should your Commission nominate a candidate, please return a completed Nomination Form and Candidate's Résumé Form by the deadline.



Please note that completed nomination forms and all materials must be RECEIVED by the CALAFCO Executive Director no later than **Monday, September 18, 2023 at 5:00 p.m.**

Returning the completed nomination and resume forms prior to the deadline ensures your nominee is placed on the ballot. Names will be listed in the order nominations were received.

Electronic filing of nomination forms is **highly encouraged** to facilitate the recruitment process (please email to info@calafco.org). However, hard copy forms and materials may also be mailed to:

CALAFCO Election Committee c/o Executive Director
California Association of Local Agency Formation Commissions
1129 Firehouse Alley
Sacramento, CA 9581

Nominations received by the September 18th deadline will be included in the Election Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than October 5, 2023, with ballots made available to Voting Delegates at the Annual Conference.

Nominations received after the deadline will be returned; however, nominations may be made from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

For those member LAFCos who cannot send a representative to the Annual Meeting, an electronic ballot will be made available *if requested in advance*. **Ballot requests must also be received no later than 5:00 pm on Monday, September 18, 2023, with completed absentee ballots returned by 5:00 p.m. on Thursday, October 12, 2023.**

NOMINATION/ELECTION PROCESS DEADLINES AND TIMELINES

- **May 5** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 18** – Completed Nomination packet due
- **September 18** – Request for an absentee/electronic ballot due
- **September 18** – Voting delegate name due to CALAFCO
- **October 5** – Distribution of the Election Committee Report (includes all completed/submitted nomination papers)
- **October 5** – Distribution of requested absentee/electronic ballots.
- **October 12** – Absentee ballots due to CALAFCO
- **October 19** - Elections

If you have any questions about the election process, please contact CALAFCO Executive Director René LaRoche at rlaroche@calafco.org or by calling 916-442-6536.

Members of the 2023/2024 CALAFCO Election Committee are:

Wendy Root Askew, Chair
district4@co.monterey.ca.us

Monterey LAFCo (Coastal Region)
831-883-7570

Rodrigo Espinosa
Rodrigo.Espinosa@countyofmerced.com

Merced LAFCo (Central Region)
209-398-4340

Derek McGregor
dmcgregor@dmceng.com

Orange Co. LAFCo (Southern Region)
530-538-6834

Josh Susman
jsusman@calafco.org

Nevada LAFCo (Northern Region)
530-559-1725

Additionally, you will also find attached for your reference a copy of the CALAFCO Board of Directors Nomination and Election Procedures, as well as the current listing of Board Members and corresponding terms of office.

I sincerely hope that you will consider joining us!

Enclosures



1129 Firehouse Alley
Sacramento, CA 95814
(916) 442-6536

2023 CALAFCO VOTING DELEGATE

The Local Agency Formation Commission of the below named county, hereby names and appoints the following Commissioners to be its duly authorized voting delegate and alternate for purposes of the 2023 CALAFCO Board of Directors election to be held on Thursday, October 19, 2023, during the CALAFCO Regional Caucus and Annual Meeting in Monterey, California.

County Name:

Delegate:

Alternate:

Appointment Authorized by:

Name of individual completing form on behalf of the LAFCo:

Will your delegate or alternate be attending the CALAFCO Annual Conference?

Yes:

No:

PLEASE RETURN COMPLETED FORM BY 5:00 PM ON SEPTEMBER 18, 2023

TO: René LaRoche via email to: rlaroch@calafco.org

Late submissions will NOT be accepted.



Nominations are now open for the 2023 **CALAFCO Achievement Awards**

Recognizing those who have gone above and beyond this last year to advance the principles and goals of the Cortese-Knox-Hertzberg Act

NOMINATION CATEGORIES:

Outstanding CALAFCO Volunteer
Outstanding CALAFCO Associate Member
Outstanding Commissioner
Outstanding LAFCo Professional
Lifetime Achievement Award
Legislator Of The Year



Mike Gotch Excellence In Public Service Award

AWARD CATEGORIES:



Protection of agricultural and open space lands and prevention of sprawl



Innovation, collaboration, outreach and effective support of the evolution and viability of local agencies, promotion of efficient and effective delivery of municipal services

For nomination and selection criteria and the nomination form, please visit bit.ly/23AAwards. For questions, please contact Steve Lucas at slucas@buttecounty.net.

Nomination deadline: Friday, August 18, 2023 · 5 p.m.

For most categories, nominations may be made by any individual, LAFCo, CALAFCO Associate Member, or any other organization. The Lifetime Achievement Award may only be nominated by a member LAFCo or an Associate Member in good standing with the Association.

Winners will be announced at the CALAFCO Awards Banquet to be held during the Annual Conference on October 19, 2023, at the Hyatt Regency Hotel in Monterey, California.