

PLUMAS LAFCo

REGULAR MEETING AGENDA

MONDAY October 17, 2022

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:

Kevin Goss, County Member, Chair
Tom Cooley, City Member, Vice Chair
Bill Powers, City Member
Sherrie Thrall, County Member
Matthew Haesche, Public Member
Terry Swofford, 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 A.M.

- 1. CALL TO ORDER: Pledge of Allegiance and Roll Call**
- 2. Approval of Agenda (additions or deletions)**
- 3. Correspondence:**
- 4. CONSENT ITEM (S)**
- 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 August and September 2022**

a) Authorize payment of claims June and July 2022.

PUBLIC HEARINGS and ACTION ITEMS:

- 7. Review conditions regarding Resolutions 2021-0006 and 2021-0007**
 - a) Provide direction to continue or repeal authorization pursuant to AB 361 to hold remote teleconference meetings of Plumas LAFCo.
- 8. Adopt Eastern Plumas Fire Municipal Service Review determinations**
 - a) *Receive Executive Officer's presentation.*
 - b) *Receive comments.*
 - c) *Consider adoption of Resolution 2022-0006 confirming determinations in the Eastern Plumas Fire Municipal Service Review.*
 - d) *Schedule Public Hearing for SOI Updates for December 12, 2022.*
- 9. Approve application for Graeagle Community Services District activation of latent powers (File 2022-0005)**
 - a) *Receive Executive Officer's report.*
 - b) *Conduct Public Hearing.*
 - c) *Consider adoption of Resolution 2022-0007 approving activation of transportation services by the Graeagle Community Services District.*
- 10. Biennial Conflict of Interest Code Review**
 - a) *Review Plumas LAFCo's Conflict of Interest.*
 - b) *Authorize Executive Officer to sign the 2022 Biennial Notice for filing.*
- 11. Election of Chair and Vice-Chair for FY 2022-2023**
 - a) *Election of the LAFCo Chair for FY 2022-2023*
 - b) *Election of the LAFCo Vice-Chair for FY 2022-2023*

DISCUSSION ITEMS (no action to be taken):

- 12. Executive Officer's Report**
 - a) *AB 2449*
 - b) *Setting up employment with County payroll*
 - c) *Cemetery District Reorganization*
 - d) *CALAFCO Board Nomination and Conference*
 - e) *CALAFCO Leg Committee*
 - f) *LESSG Report*
- 13. 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.
- 14. Adjourn to next regular meeting.**

LAFCo's next regular meeting to take place 10:00 am on December 12, 2022

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:
Kevin Goss

Commissioners:
Tom Cooley, Vice Chair
Sherrie Thrall, County
Matthew Haesche, Pub
Bill Powers, City
Jeff Engel, County Alt
Pat Morton, Alt
T. Swofford, Pub Alt
Executive Officer:
Jennifer Stephenson

Clerk:
Cheryl Kolb



LAFCo

Agenda Item #6

*The Local Agency Formation
Commission Serving Plumas County*

**Claim Authorization Form
August 2022 and September 2022 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>
August 2, 2022	Health Care-Gullixson August 22	\$ 690.01
August 8, 2022	CALAFCO Membership	\$ 1,315.00
August 9, 2022	Commissioner Mileage	\$ 42.25
August 15, 2022	CalPERS GASB	\$ 350.00
August 15, 2022	Commissioner Per Diem	\$ 500.00
August 29, 2022	CALAFCO Conference Registration	\$ 1,475.00
September 1, 2022	Staff Svcs August 2022	\$ 4,922.83
September 2, 2022	Health Care-Gullixson August 22	\$ 690.01
October 1, 2022	Staff Svcs September 2022	\$ 6,024.23
TOTAL Aug.-Sept. 2022 (FY 22-23) - LAFCo expenses:		\$ 16,009.33

DATED: October 17, 2022

APPROVED: October 17, 2022

Kevin Goss, Chair Plumas LAFCo

Attest:

Jennifer Stephenson, Executive Officer

Invoice #PLUMAS-2022-10
Policy Consulting Associates, LLC
39774 Via Careza
Murrieta, CA 92563
(310) 936-2639
EIN #: 27-2523069

Date: October 4, 2022

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)	2.50	\$35	\$87.50
Dennis Miller, GIS	0.00	\$70	\$0.00
Subtotal			\$3,837.50

Projects: Applications, MSRs and SOI Updates

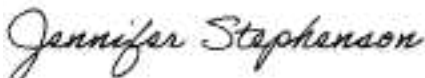
	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects	0.00	\$ 90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Cemeteries/Quincy FPD/FCD	23.75	\$ 90.00	\$2,137.50
Jennifer Stephenson, Applications/Projects	0.00	\$ 90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 45.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$ 35.00	\$0.00
Subtotal			\$2,137.50

Reimbursements

Reproduction Costs	\$0.00
Postage	\$0.00
Phone and Communications	\$0.00
Office Supplies (Zoom Pro and Weebly)	\$49.23
Mileage	\$0.00
Transportation and Travel	\$0.00
Subtotal	\$49.23

Amount Due	\$6,024.23
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Please remit invoices to Policy Consulting Associates, LLC



Jennifer Stephenson, Principal

10/4/22

Date

Jennifer Stephenson September 2022 Timesheet			
Date	Hours	Description	Special Project
9/1/22			
9/2/22	7	MSR Drafting	X
9/3/22	4.5	MSR Drafting	X
9/4/22			
9/5/22	1	EDD	
9/6/22			
9/7/22	1	Meeting with CPUD re: reorg options	
9/8/22			
9/9/22	1	EDD	
9/10/22			
9/11/22			
9/12/22			
9/13/22			
9/14/22			
9/15/22	4.25	MSR Drafting	X
9/16/22	4	MSR Drafting	X
9/17/22			
9/18/22			
9/19/22	2	EPRFPD Regular Meeting	
9/20/22			
9/21/22	1.5	Plumas Infrastructure Recovery Meeting	
9/22/22			
9/23/22	4	GCSD Application Review	X
9/24/22			
9/25/22			
9/26/22			
9/27/22	1.75	LESSG Presentation	
9/28/22	1.5	Plumas Infrastructure Recovery Meeting	
9/29/22			
9/30/22			

Invoice #PLUMAS-2022-9
Policy Consulting Associates, LLC
39774 Via Careza
Murrieta, CA 92563
(310) 936-2639
EIN #: 27-2523069

Date: September 6, 2022

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) - March and April 2022		\$120.00	\$120.00
Cheryl Kolb, Clerk (Records digitization)	3.50	\$35	\$122.50
Dennis Miller, GIS	0.00	\$70	\$0.00
Subtotal			\$3,992.50

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects	0.00	\$ 90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Cemeteries/Quincy FPD/FCD	6.75	\$ 90.00	\$607.50
Jennifer Stephenson, Applications/Projects	0.00	\$ 90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 45.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$ 35.00	\$0.00
Subtotal			\$607.50

Reimbursements

Reproduction Costs	\$0.00
Postage	\$0.00
Phone and Communications	\$0.00
Office Supplies (Zoom Pro)	\$15.33
Mileage	\$0.00
Transportation and Travel - Conference Registration 50%	\$307.50
Subtotal	\$322.83

Amount Due	\$4,922.83
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Please remit invoices to Policy Consulting Associates, LLC



Jennifer Stephenson, Principal

9/6/22

Date

Jennifer Stephenson August 2022 Timesheet			
Date	Hours	Description	Special Project
8/1/22	4.5	Agenda compilation	
8/2/22	3.75	Agenda compilation	
8/3/22	2.5	Agenda distribution	
8/4/22			
8/5/22			
8/6/22			
8/7/22	4.25	Meeting prep and travel	
8/8/22	3.75	Meeting and admin, setting up payroll	
8/9/22			
8/10/22			
8/11/22			
8/12/22			
8/13/22			
8/14/22			
8/15/22	4.25	Setting up EDD and FEIN	
8/16/22			
8/17/22			
8/18/22			
8/19/22			
8/20/22			
8/21/22			
8/22/22			
8/23/22	1.5	LESSG meeting	
8/24/22	3.75	Setting up EDD and FEIN	
8/25/22			
8/26/22			
8/27/22			
8/28/22			
8/29/22	6.75	Cemetery GIS Mapping research	X
8/30/22			
8/31/22			

Item	Insurance	Office	Copies	Communications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications	Travel	Mileage
Account Number	SDRMA	Expense									Commission	
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
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)				
Healthcare Gullixson Aug 22												
Healthcare Gullixson Sept 22												
Commissioner Mileage Aug												\$ (42.25)
CalPERS GASB												
Commissioner Stipends Aug												
CALAFCO Conference Registration											\$ (1,475.00)	
Staff Services (Aug 22)		\$ (15.33)						\$ (3,750.00)	\$ (242.50)		\$ (307.50)	
Staff Services (Sept 22)		\$ (49.23)						\$ (3,750.00)	\$ (87.50)			
TOTAL EXPENDED	(\$2,825)	(\$64.56)	\$0.00	(\$15.33)	\$0.00	(\$1,315)	\$0	(\$11,250)	(\$330)	\$0	(\$1,783)	(\$42)
TOTAL REMAINING	\$ 874.08	\$ 685.44	\$ 400.00	\$ 484.67	\$ 150.00	\$ 500.00	\$ 2,000.00	\$ 33,750.00	\$ 790.00	\$ 800.00	\$ 3,217.50	\$ 1,457.75

Item	MSR/SOIs	Commiss	File Management	County	Health	CalPERS	Agency	TOTAL
Account Number		Stipends		Contract	Insurance	Unfunded	Training	BUDGET
Total Budgeted	\$ 25,000.00	\$ 7,167.00	\$ 3,000.00	\$ 1,000.00	\$ 8,500.00	\$ 527.00	\$ -	\$ 107,928.00
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)	\$ (585.00)							\$ (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)						\$ (500.00)
CALAFCO Conference Registration								\$ (1,475.00)
Staff Services (Aug 22)	\$ (607.50)							\$ (4,922.83)
Staff Services (Sept 22)	\$ (2,137.50)							\$ (6,024.23)
								\$ -
TOTAL EXPENDED	(\$3,330)	(\$500)	\$0	\$0	(\$2,070)	(\$1,006)	\$0	(\$24,530.59)
TOTAL REMAINING	\$ 21,670.00	\$ 6,667.00	\$ 3,000.00	\$ 1,000.00	\$ 6,429.97	\$ (479.00)	\$ -	\$ 83,397.41

Plumas LAFCo

STAFF REPORT

MEETING DATE: October 17, 2022

TO: LAFCO Commissioners

FROM: Jennifer Stephenson, Executive Officer

SUBJECT: Eastern Plumas Fire Municipal Service Review

EXECUTIVE OFFICER'S RECOMMENDATION: Review comments received and edits made to the Public Review Draft of the Eastern Plumas Regional Fire Municipal Service Review (MSR), amend as necessary, and adopt the attached resolution (Resolution 2022-0006) approving the determinations within the MSR report.

The Public Review Draft of the Eastern Plumas Regional Fire MSR was presented at the August 8, 2022 meeting and released on September 19, 2022. A public comment period was opened through October 11, 2022. In total, LAFCo received comments from 2 commenters regarding the Eastern Plumas Regional Fire Public Review Draft MSR.

Beckwourth Fire Protection District

Beckwourth Fire Protection District requested a correction related the need for tracking of incidents and related response times to each call for service. BFPD informed LAFCo staff that the District takes part in the National Fire Incident Reporting System (NFIRS), and consequently, appropriately tracks all response times. The District provided response time information for all incidents in 2021. This information was incorporated into the District's *Service Adequacy* section and the determination was updated to indicate that the BFPD appropriately tracks response times.

Gold Mountain Community Services District

Gold Mountain Community Services District provided updates to some outdated information, the primary components of which were regarding the following:

1. Outsourcing of accounting to a local financial services company.
2. Staffing reduction from 4 FT and 2 PT to three of each positions.
3. Passing of Prop. 218 processes and implementation of a significant rate increase.
4. Completion of a major capital improvement project with our leach field expansion.

Public comment continue to be welcome and encouraged during consideration of the report. Comments made during consideration of the report may be incorporated into the report for approval and determinations for adoption by direction of the Commission simultaneously with consideration of Resolution 2022-0006.

Recommendation:

- a. Review, discuss, and consider the Eastern Plumas Regional Fire Municipal Service Review.
- b. Adopt LAFCO Resolution 2022-0006 approving the MSR and adopting the determinations within the report.

Attachments: Resolution 2022-0006

Resolution 2022-0006

Plumas Local Agency Formation Commission

Approving a Service Review of Fire Services provided by the City of Portola, Beckwourth Fire Protection District, Eastern Plumas Rural Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District within Plumas County and Adopting Written Determinations Thereof

WHEREAS, California Government Code Section 56425 requires that a Local Agency Formation Commission ("LAFCO") adopt and periodically review Sphere of Influence Plans for all agencies in its jurisdiction; and,

WHEREAS, California Government Code Section 56430 requires that a LAFCO conduct a review of the services provided by and within an agency prior to updating or adopting its Sphere of Influence Plan; and,

WHEREAS, the Sphere of Influence Plan is the primary planning tool for LAFCO and defines the probable physical boundaries and service area of a local agency as determined by LAFCO; and,

WHEREAS, the Commission adopted guidelines for conducting MSRs, which applies to this MSR for fire services provided by the City of Portola, Beckwourth Fire Protection District, Eastern Plumas Rural Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District within Plumas County; and,

WHEREAS, the Commission hereby determines that the Service Review for fire services provided by the City of Portola, Beckwourth Fire Protection District, Eastern Plumas Rural Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District within Plumas County along with written determinations contained therein will provide information for updating the Sphere of Influence for special districts within Plumas County, and is otherwise consistent with the purposes and responsibility of the Commission for planning the logical and orderly development and coordination of local governmental agencies so as to advantageously provide for the present and future needs of the county and its communities; and,

WHEREAS, in making this determination, the Commission has considered the documentation on file in this matter; and,

WHEREAS, the Commission has heard all interested parties desiring to be heard and has considered the proposal and report by the Executive Officer and all other relevant evidence and information presented at said hearing;

NOW, THEREFORE, the Plumas Local Agency Formation Commission hereby resolves, orders and determines the following:

- 1) The updated Service Review for Fire Services provided by the City of Portola, Beckwourth Fire Protection District, Eastern Plumas Rural Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District in Plumas County, is attached hereto as Exhibit A, and is approved and the written determinations presented in the Service Review report are hereby adopted.
- 2) The Executive Officer is further ordered to forward copies of this resolution containing the adopted Service Review to the City of Portola, Beckwourth Fire Protection District, Eastern Plumas Rural Fire Protection District, Gold Mountain Community Services District, and Sierra Valley Fire Protection District. The foregoing resolution was duly passed by the Plumas Local Agency

Formation Commission at a regular meeting held on October 17, 2022 by the following roll call vote:

Ayes:

Noes:

Abstentions:

Absent:

Signed and approved by me after its passage this 17th day of October, 2022

Kevin Goss, Chair
Plumas LAFCo

Attest:

Jennifer Stephenson, Executive Officer
Plumas LAFCo

providers operating within them, Grizzly Ranch CSD, Grizzly Creek Ranch/Sierra Health Foundation and Grizzly Lake CSD, and consequently the additional water supply.

The National Fire Protection Association (NFPA) has issued a performance standard for volunteer and combination fire departments (NFPA 1720). This standard, among other guidelines, identifies target response time performance for structure fires. The response time is measured from the completion of the dispatch notification to the arrival time of the first-responder at the scene. Though not a legal mandate, NFPA 1720 does provide a useful benchmark against which to measure fire department performance. NFPA 1720 recommends that the response times for structure fire be nine minutes in urban demand zones at least 90 percent of the time, 10 minutes in suburban zones at least 80 percent of the time and 14 minutes in rural zones at least 80 percent of the time. Response times in remote zones are directly dependent on travel distances.¹⁹

Emergency response time standards vary by level of urbanization of an area: the more urban an area, the faster a response has to be. The California EMS Agency established the following response time guidelines: five minutes in urban areas, 15 minutes in suburban or rural areas, and as quickly as possible in wild land areas. The District's response zones include the rural and wilderness classifications. The District tracks each incident's response time. Sometimes it takes a minute to respond, but other times it may take more than ten depending on the time of day and the area. ~~The average response time is five minutes. An area that Beckwourth FD can improve upon is calculating its median and 90th percentile response times. The District reported that lengthy responses to wilderness areas may skew its response time data; however, based on response time data provided by BFD, Beckwourth FD responds to 90 percent of calls within 15 minutes, which is within the established California EMS Agency guidelines and the NFPA 1720 benchmark.~~

The service area size for each fire station varies between fire districts. The median fire station in eastern Plumas serves approximately 20 square miles. Sierra Valley FPD serves the most expansive area, with 111 square miles served per station on average. Densely populated areas tend to have smaller service areas. For example, the average service area for the City of Portola is 3.8 square miles. By comparison, each fire station in Beckwourth FD serves approximately 39.5 square miles.

The number of firefighters serving within a particular jurisdiction is another indicator of level of service; however, it is approximate. The providers' call firefighters may have differing availability and reliability. A district with more firefighters could have fewer resources if scheduling availability is restricted. Staffing levels in eastern Plumas County vary considerably from department to department.

¹⁹ Urban demand zone has population density of more than 1,000 people per square mile; suburban zone—between 500 and 1,000 people per square mile, rural zone—less than 500 people per square mile, and remote zone is identified by eight or more miles of travel distance to an incident.

Figure 5-7: Beckwourth Fire District Fire Profile

Fire Service					
Facilities					
Fire station	Location	Condition	Staff per Shift	Vehicles	
Station 1, 180 Main Street	Beckwourth CA 96129	Good	2-3 District staff including administrative staff	1 Type 1 engine, 2 Type 3 engines, 2 water tenders, 2 Type 4 engines.	
Station 2, 4076 Grizzly Road	Portola, CA 96122	Excellent	5 USFS staff	1 Type 1 engine, 2 Type 4 engines, 1 Type 3 engine that belongs to USFS.	
Facility Sharing					
Current Practices: The District currently shares Station 2 with the USFS. The meeting room at Station 1 is used by various groups for community events and the Hospital uses the room for an annual vaccination clinic.					
Future and new opportunities: The District uses the City of Portola's Southside Station large meeting room as a training hub for fire trainings now that Portola and BF District are combined services.					
Infrastructure Needs and Deficiencies					
Station 1 needs asphalt repairs and building repairs to the roof and siding.					
District Resource Statistics		Service Configuration		Service Demand	
Staffing Base Year	2021	Configuration Base Year	2021	Statistical Base Year	2021
Fire Stations District & Portola	4	Fire Suppression	Direct	Total Service Calls thru June 30, 2021	167
Stations Serving District & Portola	4	EMS	Direct	% EMS	67%
Sq. Miles Served/Station District only	40	Ambulance Transport	EPHCD	% Fire/Haz Mat	10%
Total Staff ²	32	Hazardous Materials	Direct	% False	1%
Total Full-time Firefighters	0	Air Rescue/Amb. Helicopter	Care Flight	% Misc. emergency	12%
Total Call Firefighters	30	Fire Suppression Helicopter	USFS, CalFire	% Non-emergency	10%
Total Sworn Staff per Station inc. Portola	7.5	Public Safety Answering Point	Sheriff	% Mutual Aid Calls	Unk
		Fire/EMS Dispatch	Sheriff		
Service Adequacy		Service Challenges			
Response Time Base Year	2010	The District is paged out for non-emergency and non-department relevant services, which needs to be revised with dispatch to prioritize responses for emergencies.			
Median Response Time (min)	7.5NP	Training			
90th Percentile Response Time (min)	15NP				

BECKWOURTH FIRE PROTECTION DISTRICT DETERMINATIONS

Growth and Population Projections

- ❖ Despite economic difficulties and stalled developments, the population of the District is expected to grow minimally over the next few years.

The Location and Characteristics of Disadvantaged Unincorporated Communities Within or Contiguous to the Agency's SOI

- ❖ Based on American Community Survey 2016-2020 Census Tract information, the entirety of the study area and the boundaries within and immediately adjacent to each of the five reviewed fire providers is defined as disadvantaged. While the City of Portola is incorporated, the remainder of the territory meets the definition of a disadvantaged unincorporated community as defined in Water Code §79505.5. Census Tract 000300 encompasses the entirety of the service area and has a population of 4,484 comprising 2,051 households with a median income of \$48,238.

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

- ❖ The District's current facilities have the capacity to adequately serve current demand, but not future growth. When planned developments are constructed, the District will need to evaluate the need for additional stations.
- ❖ It is recommended that the County Sheriff's Office and the local paid ambulance service work with the fire districts to develop a dispatch protocol that makes sense for a volunteer fire service. It is critical to the long-term viability of volunteer departments that a tiered dispatch is developed so the District is only dispatched to necessary emergencies.
- ❖ The District will need to institute some capital projects at its headquarters including new asphalt and replacement of a portion of the roof at Station 1 including other miscellaneous upgrades.
- ❖ Currently, capital improvement projects are identified in the annual budget. The District has adopted reserve policies and will need to do a replacement study of its assets and continue to fund the reserves funds annually.
- ❖ Beckwourth FD responds to 90 percent of calls within 15 minutes, which is within the established California EMS Agency guidelines and the NFPA 1720 benchmark. An area that Beckwourth FD could improve upon is tracking and calculating its median and 90th percentile response times.

contested election in the history of the District. **Figure 1-2** provides current board member names, positions, and term expiration dates.

Figure 7-2: GMCSO Governing Body and Points of Contact

Gold Mountain Community Services District				
Board of Directors				
Member Name	Position	Term Expiration	Manner of Election	Term of Service
Cary Curtis	President	December 23	Elected	4
Kim Seney	Vice President	December 25	Appointed	4
Kathy Kogge	Member/Firewise	December 23	Elected	4
Rene St. Pierre	Member/Financial	December 25	Elected	4
Gordon Bennie	Member	December 25	Appointed	4
District Contact Information				
General Manager	Rich McLaughlin			
Lead Operator, Ass't GM	Skyler Allingham			
Office Adminstrator/Administrative Manager:	Leslie Chrysler Tiana Bradley			
Address:	150 Pacific Street, #8, Portola, CA 96122			
Telephone:	530-832-5945			
Fax:	530-832-4591			
Email/Website:	info.gmcso@gmail.com https://www.gmcso.org/			
Meetings				
Date:	Second Monday every other month; schedule on District website			
Location:	District conference room, 150 Pacific Street, Portola			
Agenda Distribution	Posted in District office, Clio Post Office, Portola Post Office, website			
Minutes Distribution	Posted on the District website			

The Board meets on the second ~~Friday~~Monday of every other month at ten in the morning at the District's conference room at 150 Pacific Street, Portola, CA. The District's ~~Office Administrator/Administrative Manager~~/Secretary posts meeting agendas at the district office and post offices in Portola and Clio. The Secretary also posts board agendas, meeting packages, and meeting minutes on the website available for public download. In addition to the required agendas and minutes, the District reaches out to its constituents through its website, a quarterly newsletter, important bulletins, and participating in NCA meetings.

If a customer is experiencing problems with District's services, the customer may submit complaints by calling the District office or filling out a complaint form online. In 2020, the District had four trouble calls regarding water services and two issues regarding sewer services. Three of the water trouble calls were due to cloudy water, a problem isolated to naturally entrained CO₂ in water produced from Well 29. One call was due to low water pressure at a high elevation lot. Both sewer calls were due to septic alarms. The GMCSO ~~Administrative Manager~~Office Administrator oversees taking and recording trouble calls. The District's Lead Operator is responsible for handling any issues and assigning Utility Operators to investigate, respond, and deal with issues.

Planning and Management Practices

The part-time General Manager/Treasurer and the ~~Administrative Manager~~Office Administrator manage daily business operations. The Lead Operator/Assistant GM manages all field operations using two licensed Utility Operators. A part-time Fire Coordinator is responsible for assisting the GM on all fire related issues and serves as a liaison with EPRFPD. In total, there are ~~three~~four full-time and ~~three~~two part-time employees on staff that together constitute five full-time equivalents (FTEs).

The number of FTEs has effectively doubled since the 2011 MSR due to a combination of three factors:

- 1) Aging infrastructure requiring increased maintenance and repairs
- 2) Increased state mandates for testing, inspections, and maintenance actions
- 3) Unanticipated loss of the Districts long time licensed GM and the need for licensed Utility Operator depth and experience

With the untimely loss of the GM in late 2017, the Board President stepped down to serve as the interim GM. An unsuccessful search for a replacement GM resulted in a reorganization of the District, retaining the interim GM in a regular part-time position to provide program management oversight and expertise; promoting the Utility Operator 2 to Lead Operator/Assistant GM responsible for all field operations; and promoting the Office Administrator to Administrative Manager, responsible for all front and back office requirements. The loss of the previous GM left the District with only one licensed D2 Utility Operator, leading the district to hiring an experienced D1/T1 Utility Operator to provide depth and resilience. In 2019, the District's Laborer also achieved D1 status but lacks depth of field experience.

In 2022, with the resignation of the Administrative Manager, the District outsourced accounting, including AR and AP to a local finance services company, and returned to a part-time Office Administrator model. The General Manager, supported by the ~~Administrative Manager~~Office Administrator and Lead Operator, reports to the Board of Directors. Contractors and General Counsel report through the GM. One long term board member serves as the District's Financial Advisor, working closely with the GM and ~~Administrative Manager~~Office Administrator with a focus on reviewing District finance and managing reserve funds.

The GM evaluates the Lead Operator and Administrative Manager on an annual basis, and reviews field employee evaluations conducted by the Lead Operator. To track staff workload, Lead Operator assigns field employees with daily workplans, and all district employees fill out and submit timesheets on a two week basis. The General Manager monitors the contract fire and EMS provider performance on an ongoing basis. The GM, Lead Operator, and Administrative Manager provide regular written reports on district performance at every board meeting.

The District works closely with the Community Association with the GM participating in monthly NCA Board meetings. The Board and GM participate in the annual NCA owner's meeting to provide a comprehensive annual update on district performance. CSD and NCA field teams share a joint maintenance building and regularly support each other on

community field projects.⁵⁴ To increase efficiency and reduce costs, the District cooperates with both the NCA and local Resort owner by lending resources, monitoring infrastructure, and assisting with personnel resources when needed. The District maintains an open dialogue with other similar districts in the area regarding mutual aid, cross training of staff positions, and an exchange of technical information.

The District's financial planning efforts include an annually adopted budget and annually audited financial statements. The financial statements were last audited for FY ~~2019-210~~ and the District has scheduled its FY ~~210-221~~ audit for October 202~~21~~. The District provides Plumas LAFCo with all financial documents upon request. GMCSD uses its Master Planning process to project 5-, 10- and 30-year capital project requirements as discussed below. GMCSD actively participates with the Community Association and the Nakoma Resort staff in ongoing Hazardous Fuel Treatment (HFT) planning and is currently working to introduce a more comprehensive Forest Management Program.

Existing Demand and Growth Projections

Designated land uses within the District are primarily suburban.⁵⁵ The total boundary area of GMCSD is two square miles or 1,294 acres, including 380 acres of open space recreation and common area. The Nakoma community (formerly Gold Mountain) is primarily residential with a commercial golf resort and small commercial district. Community Covenants, Conditions and Restrictions (CC&Rs) define 415 residential lots, reduced by lot mergers to 395 lots designated for private single family homes. Nakoma community residential lots are restricted by CC&Rs to a single primary residence, a guest quarters, and one addition quarters. All original single family lots were sold into private ownership prior to the original developer's bankruptcy. After the bankruptcy settlement, the new owners of the Nakoma Resort initiated a buyback program, purchasing over 100 of the private lots and marketing these lots for resale bundled with resort memberships. Currently the resort owns ~~8693~~ of these private properties for sale in their inventory. Two parcels originally designated for stables and an unnumbered "remaining" parcel have also been sold into private residential ownership within the District but outside the NCA.

The current Plumas County Assessor's map includes an additional 43 resort parcels, including ~~149~~ commercial properties, ~~1921~~ commercial multi-unit residential properties, and ~~five~~~~three~~ lots since sold into private ownership. Of the ~~1921~~ multi-unit lots, six are currently developed into multi-unit time share and rental villas while one lot including three Ascend rental units has sold into private ownership. The remaining ~~124~~ residential lots are planned for a combination of single and multi-unit Ascend vacation homes.

Commercial developed properties are owned by the Nakoma Resort.⁵⁶ The resort includes the original restaurant, pro shop, and 18 hole golf course, and in recent years has added a 42 room hotel, health club, and large recreation/pool facility through numerous lot mergers. The resort also owns six acres of undeveloped commercially zoned property and a

⁵⁴ Gold Mountain CSD, *Master Plan Report*, 2017, p. 22.

⁵⁵ Plumas County Online Parcel Application.

⁵⁶ John Gullixson, *Gold Mountain Community Services District Municipal Service Review and Sphere of Influence Amendment 2006-2011*, 2006, p. 9.

complete water storage, water reclamation, and leachfield projects. Lacking success in obtaining grant financing, the District will consider generational financing in the form of low interest loans to stay ahead of 5-10 year capital requirements.

Figure 7-3: Estimate Capital Buildout Costs

2017 MASTER ESTIMATED BUIDOUT REQUIREMENTS			
Domestic Water Projects			
Description	2017 Est.	Status	Est. to Complete
• Construct two new wells	\$ 600,000	Complete; 2 nd well will need to be tied into system at future date	\$ 100,000
• High Elevation Water Storage	\$ 630,000	Property purchased; preliminary engineering complete	\$ 625,000
• Well 29 rehab/storage tank	Not included	Preliminary engineering complete	\$ 232,000
• New primary water tank	Not included	Land purchased	\$ 700,000
• Water Main Replacement	\$ 2,100,000	Deferred	Unknown
Wastewater Projects			
• Water Reclamation Facility	\$ 2,200,000	Preliminary engineering complete	\$ 635,000
• New Leachfield	\$ 490,000	Leachfield expansion underway 90% complete	\$ 150,211 ,000
Total	\$ 6,020,000		\$ 2,503,000

Project Growth and Development

District growth in population and service demand has fallen well behind the District's 2007 planning documents which assumed build-out of the development by 2039 with a 5.7 percent annual growth rate.⁵⁸ The District's original 30-year Master Plan projected its service needs related to growth on these build-out projections. Due to slower than projected growth, the District modified projections with the 2012 Master Plan Update to include "trigger points" based on existing water production, water storage, and wastewater handling capacity relative to new connection requirements. The 2017 Master Plan Update further reduced projected growth, forecasting a total of 99 residences by 2022, well above current actual construction rates.

The year 2021 represents the first meaningful change in the Gold Mountain real estate market in 10 years, with significant turnover of existing homes and unimproved lots. However, the current economy and high building costs have continued to hold down new development with only ~~two~~one private and one resort residential project start this year. Low building starts are not isolated to any area of the development with both golf course properties and view properties located at higher elevations within the District showing flat growth. As a result, GMCS D continues to have the capacity to serve short-term projected development. Any significant increase in population will require capacity enhancements as outlined in the Water and Wastewater sections of this review. The District has identified wastewater handling as the agency's priority capital project requirement for 2022 to ensure an adequate level of effluent processing capacity.

⁵⁸ GMCS D, *Water and Wastewater System Development Charges*, November 2009, p. 4-3.

Growth Strategies

The District is not a land use authority and does not hold primary responsibility for implementing growth strategies. The land use authority for unincorporated areas is the County. The District is interested in joining the potential new fire district under consideration as a strategy to provide improved fire protection for the growing community.

Financing

The District operates out of a governmental fund for fire services and separate enterprise funds for water and wastewater services. All parcels within the development have water and sewer laterals installed to the property line resulting in two general classes of customers: customers “connected” to the system, and “unconnected” ~~“standby”~~ customers. Additionally, the District divides customers by residential (as governed by the CCR’s for private single family homes), and commercial, to include both business and multi-unit residential properties falling outside CCR defined development.

The District’s Fiscal Year (FY) runs from 1 July to 30 June. Total revenues for FY 2019-2020 were \$648,032. Primary revenue sources included standby charges (36 percent), connected sales (34 percent), Consumption charge (two percent), System Development Charges (two percent), Fire Tax (18 percent), and miscellaneous fees (eight percent).

GMCSO charges its residents fees for water and wastewater services provided. The current fees are based on the 2006 cost of service study with a 3 percent rate escalation through 2011. The District charges water and wastewater connected customers a flat annual rate of \$1,888, and standby customers are charged a flat annual rate of \$708. Of these costs, 47 percent is allocated for water services and 53 percent is allocated to wastewater services. The District charges an additional water consumption fee to connected customers of \$0.55 per 1,000 gallons for first 10,000 gallons, and increased rates for each additional 10,000 gallons. Based on these charges, the average residential connection is charged \$77.32 a month for water services and \$83.39 for wastewater services. These rates were as of 2021. The District has since processed a rate update through the Proposition 218 process.

Between 2011 and 2021, the CSD has experienced an approximate 60 percent growth in its operating budget, versus only a 23 percent growth in operating income. Budget increases were the direct result of:

- 1) Cost of living – the overall inflation rate in California has averaged 1.78 percent per year since 2010 resulting in a 21.4 percent increase in cost (or loss of buying power).
- 2) The average cost of electricity in California has increased from 14.75 cents per kilowatt hour in 2010, to 21.43 cents per kilowatt hour in 2021 – representing a 45 percent increase in the cost of electricity needed to operate the pressurized water and wastewater systems.
- 3) Aging infrastructure – District system maintenance costs have increased 40 percent between 2010 and 2021. What was considered relatively new infrastructure in 2010, has now been in the ground for upwards of 20 years.
- 4) Increasing State mandates for inspections and testing have increased both the cost and frequency of meeting requirements.

Original engineering did not design the water supply system to provide for fire protection; however, continual upgrades to the system including the installation of fire hydrants throughout the community provide a minimal ready source of water for structural protection. With 24 hydrants installed, the District has the goal of installing 30 hydrants to ensure reasonable flows are available in proximity to all structures. The District tests all fire hydrants on an annual basis and color codes hydrants to designate expected flow rates. In 2018, the resort installed a 90,000-gallon swimming pool. As a condition of approval, the pool includes a pump and associated hydrant to ensure pool water is available for fire use in an emergency.

The District is working to improve fire flows to the extent possible given the limitations of the system. The primary issue with the existing system is undersized distribution pipes and the lack of a higher elevation water source to allow gravity flows to the entire district. The 2017 Master Plan update estimated the cost of replacing the small diameter piping throughout the District at \$2,100,000 to provide additional hydraulic capacity for the conveyance of significant fire flows. Water main replacement remains a deferred capital project. In 2020, the District installed a new hydrant feeding directly off the water storage tanks, providing a primary hydrant with good flow to fill water tenders in an emergency.

Power Resiliency

All district wells and booster stations require stable electrical power to pump water into and through the distribution system. Approximately 80 percent of the customer base requires stable power to the booster stations for water distribution with only 20 percent achieving reliable gravity flow from the storage tanks. The District can move its new portable high capacity mobile generator to any well site to provide emergency power. ~~Old diesel backup generators at each booster station provide backup power.~~ In 2020, the District applied for and received a Cal OES power resiliency grant to equip all booster stations with clean burning propane generators with the capability of providing a minimum of 48 hours of backup power. The District ~~expects to complete~~d the generator replacement project in the spring of 2022.

Storage Facilities and Emergency Supply

The District's two water storage tanks have a combined storage capacity of 280,000 gallons. The storage tanks have sufficient capacity to provide fire flow for two hours (240,000 gallons) and one day of water service at peak day demands. The District anticipates that additional storage will be necessary once it is serving 140 connections.

Little redundant storage is available in the system at this time and a water shortage could exist on peak demand days if any existing sources were out of service. The District is currently working a plan to install a 60,000 gallon water storage/air separation tank at well 29. In October of 2020, the District purchased the property for a High Elevation Water Tank (HEWT) and completed preliminary engineering for a 100,000-gallon domestic water storage tank on the site per the Master Plan.

- (6) With development of two new wells, the District does not anticipate significant drought impacts. During the 2013-2017 drought, the District realized routine savings of 23-25% each year over 2013 baseline consumption. The District has already asked for voluntary conservation measures and is prepared to implement mandatory conservation similar District implemented measures in 2013.

The District commissioned its last rate study in 2006 with rates set through 2011 with a 3 percent annual escalation. Due to the lack of a rate history, the significant complications resulting from conversion to an independent district after the original developer's bankruptcy, and early community resistance to further rate increases, the District maintained level rates through 2021 with diminishing reserve contributions. Due to the increased cost of doing business and 10 years of inflation pressure, in 2021, the District commissioned a new cost of service rate study and implemented a significant rate increase on July 1, 2022, with the intent of implementing rate increases in 2022. **Figure 7-8** provides an overview of water rates and planned financing.

Figure 7-8: Water Rates and Financing

Water Rates and Financing					
Residential Water Rates-Ongoing Charges FY 19-20					
	Rate Description		Avg. Monthly Charges	Consumption	
Residential	Fixed annual charge of \$1,888 for water and wastewater services, 47% charged to water. Water consumption charge of .55 per 1,000 gallons for first 10,000 gallons, and increased rates for each additional 10,000 gallons.		\$ 77.32	5,610 gal/month	
Rate Setting Procedures					
Most Recent Rate Change		7/1/10	Frequency of Rate Changes		N/A
Water Development Fees and Requirements					
Fee Approach		Rates are set to cover the costs of operation, maintenance, and a portion of the capital outlays			
Connection Fee Amount		\$13,681 per connection			
Water Enterprise Revenues, FY 19-20			Operating Expenditures, FY 19-20		
Source	Amount	%	Amount		
Total	\$ 304,412		Total	\$ 299,954	
Rates & Charges	\$ 271,307	89%	Administration	\$ 133,165	37%
Property tax	\$ 0	0%	O &M	\$ 111,784	44%
Administration	\$ 10,003	3%	Depreciation	\$ 55,005	18%
Interest & Fees	\$ 10,335	3%	Debt	\$ 0	
Connection Fees ³	\$ 8,096	3%	Other	\$ 0	
Other ⁴	\$ 4,671	2%			
Notes:					
(1) Rates include water related service charges and usage charges.					
(2) Water use assumptions were used to calculate average monthly bills. Assumed use levels are consistent countywide for comparison purposes.					
(3) Connection fee appropriately allocated between Water and Sewer per CSD policy					
(4) Includes non-operation revenues for water					

WASTEWATER SERVICES

Service Overview

The District operates and maintains a wastewater utility which provides collection and disposal of domestic wastewater using a Septic Tank Effluent Pumping (STEP) system. Engineers designed the system to complete primary treatment in the individual septic tanks and dispose of septic tank effluent via subsurface infiltration in community leachfields.

The District's full-time Lead Operator oversees field operations. The Lead Operator holds a D2 certification which exceeds the requirements of the system. Two utility operators (two FTE) assist in daily inspections under the direct supervision of the Lead Operator. The District's other experienced operator holds D1/T1 certifications, while the junior Operator holds a D1 certification.

Facilities and Capacity

The sewage collection and disposal facilities include an individual STEP system, consisting of a septic tank, effluent filter, and pump, at each connected facility, a common force main collection system and two separate community leachfields. Based on the site inspection and a case file review, the District has a monthly average flow rate of 100,000 gallons per day (gpd) or less and is therefore eligible for coverage under the general and specific conditions of State Water Resources Control Board (SWRCB) Water Quality Order 2014-0153-DWQ General Waste Discharge Requirements for Small Domestic Wastewater Treatment Systems (General Order). As an existing facility enrollment under the General Order, the District's system is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to California Code of Regulations, title 14, section 15301 which applies to ongoing or existing projects. The SWRCB has assigned General Order 2014-0153-DWQ-R5253 to the District.

The District will phase in wastewater treatment expansion as the influent flow increases over the course of community buildout. The initial Phase I, as it exists today, consists of subsurface disposal from individual septic tanks to two community leachfields allowing discharge of up to 33,000 gpd. Due to shallow groundwater and poor soil conditions, Phase II (discharge > 33,000 gpd) will require the installation of a recirculating sand filter (or equivalent) between the septic tanks and leachfields, and Phase III (discharge > 66,000 gpd) will involve the construction of an advanced secondary package treatment plant with sufficient effluent quality to discharge reclaimed water to the golf course for irrigation.

Annual average flows (AAF) in 202~~10~~¹⁹ ranged from 4,000 gpd in the winter season to over 1~~53~~⁵³,000 gpd in peak season, with an overall AAF of 9,216, well below the 33,000 gpd Phase I limitation. The District's current limitation is leachfield capacity as discussed below, not regulatory requirements.

The collection system, built in 1996, consists of thirteen miles of PVC/ABS sewer pipelines, which the District considers to be in good condition. The pressurized system has the advantage of reduced inflow and infiltration (I/I) from rainfall, runoff, and groundwater. The peak wet weather flow to the treatment plant is therefore less for a low pressure sewer

system than for a gravity sewer system. Low pressure sewers provide a more consistent strength of wastewater during heavy rainfall events.

The terminus of the collection system is two community leachfields—Falling Water leachfield and Windsong leachfield. Engineers never formally established the final design capacity of District’s two leachfields, rather they designed the facilities to accommodate a total of 84 lots per a letter dated April 22, 1996, from NST Engineering. The plan intended that the Windsong facility serve lots 1 thru 52, while the Falling Water facility was to serve lots 53 to 84. According to the initial plan, subsequent lots would then require a “modular package type” or recirculating sand-gravel filter bed; however, the developer never completed the system or expanded the system to meet full system demand. The District’s Waste Discharge Requirements does not indicate a maximum capacity of the system, nor phased upgrades based on AAF. As a result, the District continues to use the two existing leachfields with satisfactory results to date.

During an investigation of both the Windsong and Falling Water community leachfields, in 2005, it was determined that the construction of the collection system was not in accordance with the engineered design. During system investigation identified major construction defects in the Windsong leachfield, including lack of sufficient drain rock, clogged drain holes, undersized drain rock, and lack of covering fabric. the leachfield was subsequently reconstructed and continues in regular operation to this date.

Booth leachfields have seen significant improvement since 2011 including tree clearing, weed abatement, and rodent control to extend leachfield life. During reconstruction of the **Windsong leachfield**, planners made the decision to leave a considerable number of pine and cedar trees growing in the interior of the field due to strict community tree removal policies. Between 2018 and 2019 the District began to see negative effects on the system due to root intrusion. The District instituted a tree clearing program in 2020 completing removal of 95 percent of trees in 2021, leaving only a few signature trees in the field’s interior. District Utility Operators monitor the field each day and rotate trenches as required by flow requirements in response to manual measurements.

At the **Falling Water leachfield**, the District installed a 5,000-gallon dosing station in 2017/18. Equipped with automated controls and valving, the dosing station increased field capacity and efficiency. Several upgrades to the control program, including the latest in June 2021, have further increased efficiency. The program automatically transfers flow to various trenches and adjusts flow times based on trench location and length. The District is in the ~~final~~**initial** stages of expanding the Falling Water leachfield on to adjacent District-owned property ~~and completed clearing the field and satisfactory percolation testing July 2021~~. The District plans expansion in three phases over the next 18-24 months.

In 2020 the District began a valve upgrade program, repairing one critical main valve feeding the Windsong leachfield, and adding two new valves, which better allow Operators to direct effluent to either field, isolate either field, or adopt a balanced regime to allow each field to operate at maximum efficiency. District Operators inspect and monitor both leachfields each day, 365 days a year, watching for any signs of oversaturation

Infrastructure Needs

Wastewater handling is the District's current top priority capital project for adding capacity to the sewer system to accommodate future growth. While residential growth remains slow, the addition of the Nakoma Resort hotel and recreation facility have increased pressure on the system, especially during peak summer months. The existing system appears to be operating at 85-95 percent capacity during peak periods, although the exact capacity of the leachfields has never been established.

Pressure on the existing system as well as the certainty of future growth dictate the need for system expansion. In 2021, the District began planning for ~~both~~ the development of a water reclamation capability in addition to ~~and~~ leachfield expansion to improve wastewater handling capacity. While the Master Plan identified the need for above ground effluent storage in treatment ponds to achieve water reclamation, advancements in self-contained water reclamation units offer more efficient alternatives. The District is working with the manufacturer of its currently used STEP tanks to develop a cost effective media based water reclamation solution. Based on modern technology, the District estimates this project to cost \$650,000, well below the 2017 Master plan update estimate of \$2.2 million for traditional treatment. Managing and maintaining these new units is within the capacity, experience, and certifications of existing staff. The District has completed preliminary engineering for the system and submitted a request for grant funding. The District has also completed negotiations with the Resort operator to include a letter of understanding to discharge reclaimed water into golf course irrigation ponds during the summer months. To accommodate winter discharges and provide additional capacity, the District has begun a Falling Water leachfield expansion project using Capital Reserve dollars. This project will expand the capacity of the current leachfield by 50 percent. The District sized the recently added dosing station controller with the capacity to control the planned field expansion.

Challenges

The lack of established capacity limits for the existing leachfields and lack of permeable soil for new leachfields presents a particular problem for the District. The District has overcome the capacity issue through 19 years of daily experience managing the fields. They have developed standard operating procedures including a seven day a week inspection regime and installation of a series of dedicated monitoring wells to continually test for seepage and groundwater quality. While these practices provide adequate capacity monitoring for current service requirements, the District acknowledges the need for expansion and secondary treatment or reclamation to meet future demand. The current leachfield expansion project involves ~~the permitted clearing of the lot to remove trees and understory, and mechanical "ripping" of the property to break up the non-permeable hard pan surfaces, and test holes with lab testing to ensure adequate percolation. Several test holes and lab testing have obtained adequate percolation results to continue with construction.~~ The District plans for the expanded field to enter service in 2022.

Plumas LAFCO

**Executive Officer's Report
October 17, 2022**

TO: Plumas Local Agency Formation Commission

FROM: Jennifer Stephenson, Executive Officer

SUBJECT: Authorization for the Graeagle CSD to provide transportation services

EXECUTIVE OFFICER'S RECOMMENDATIONS: Adopt the proposed Resolution (Resolution 2022-0006) authorizing the Graeagle CSD to provide transportation services within its boundaries.

Suggested Motions:

Adopt proposed Resolution 2022-0006 authorizing the Graeagle Community Services District to provide transportation services for territory within its boundaries.

I. BACKGROUND:

A. Summary:

The Graeagle CSD adopted Resolution 2022-01 on September 7, 2022 requesting LAFCo to take proceedings for authorization to provide Road Maintenance Services (see attachment #3) has made an application for authorization to provide transportation services within its existing Community Services District boundary. The Graeagle CSD currently provides provides funding for community projects generally related to park and recreation services and financing for street lighting in the Graeagle area and is required to seek LAFCo authorization to perform other services. The CSD has been planning for development of foot bridge for several years and is on the cusp of releasing an RFP for construction; however, it has come to the District's attention that it is presently not authorized to provide services associated with construction of a foot bridge and requires LAFCo's authorization to activate the latent power prior to proceeding with its plans.

The CSD is specifically requesting authorization to "Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works" as provided for in the Community Services District law. This request was initiated by Resolution of the Community Services District Board of Directors.

Staff recommends that the Plumas Local Agency Commission authorize this service consistent with the Community Services District law and approve Resolution 2022-0006 approving the authorization for transportation services.

B. Proposal and Background

GCSD was formed on November 12, 1974 in response to the Subdivision Map Act requirement that any new development must be accompanied by an entity capable of

providing wastewater collection and treatment. The District, however, was not operational until 1998, and wastewater services continue to be provided by individual septic systems. Currently, GCSD delivers park and recreation services by providing financing for some community projects in the area and also provides funding for street lighting. GCSD has assumed the role of sponsor of community (predominantly capital) projects. The District receives and reviews sponsorship requests, plans projects, finances them, and hires contractors to perform the work. The District put in park benches, resurfaced tennis courts owned and maintained by the Graeagle Land and Water Company, paid for defibrillators for Graeagle Fire Protection District, installed street signs, and organizes fireworks during holidays. Several years ago GCSD began working towards building a pedestrian bridge east of SR 89 along Graeagle Creek brought about by safety concerns for pedestrians using the current narrow bridge that allows for truck traffic.

In 2005, the LAFCo law was changed to require all powers allowed in the CSD law but not performed prior to the end of 2005 to be activated by LAFCo through a formal application process. Because GCSD has not provided a similar category of services related to bridge construction, the CSD is required to seek LAFCo approval to activate this “latent power.”

The foot bridge project was originally expected to be completed by the summer of 2018 and total approximately \$450,000 financed by the District’s fund balance. However, the District went out for bids at the end of 2016 and all bids were over the estimated budget. The project is now estimated to total \$750,000, for which GCSD has accumulated funding. The project is on track to have the bridge built by the fall of 2023. The plan after construction is that the Graeagle Land and Water Company will be in charge of the bridge maintenance, so there will be no necessary continual funding on the part of GCSD once the initial capital outlay and construction is complete.

In the interest of completing this capital project, the GCSD would like to be authorized to provide transportation services to include acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works. At present, the County of Plumas is the sole provider of these services in the area. GCSD intends that the County would continue to provide these services, and GCSD will supplement the services based on close coordination with County staff to ensure no duplication of services occurs.

C. Location:

Graeagle CSD is located in southern Plumas County and encompasses the community of Graeagle. The GCSD boundary is entirely within Plumas County. The present boundaries encompass approximately 5.27 square miles.

D. Purpose

The purpose of this request is to enable GCSD to move forward with its long term plans of constructing a foot bridge to address safety concerns for pedestrians.

II. ANALYSIS

A. Compliance with applicable Plans:

The proposed authorization conforms to the Plumas County General Plan and its implementation ordinances.

B. Compliance with applicable Spheres of Influence:

The proposed authorization is consistent with the Sphere of Influence for the Graeagle CSD.

III. POLICY ANALYSIS -

1. GOVERNING LAW

LAFCO is charged with applying the policies and provisions of the Cortese-Knox-Hertzberg Act to its decisions regarding annexations, incorporations, reorganizations, and other changes of government. Section 56668 of the Government Code states the following:

Factors to be considered in the review of a proposal shall include, but not be limited to, all of the following:

- (a) Population, and population density; land area and land use; per capita assessed valuation; topography, natural boundaries, and drainage basins; proximity to other populated areas; the likelihood of significant growth in the area, and in adjacent incorporated and unincorporated areas, during the next 10 years.
- (b) Need for organized community services; the present cost and adequacy of governmental services and controls in the area; probable future needs for those services and controls; probable effect of the proposed incorporation; formation, annexation, or exclusion and of alternative courses of action on the cost and adequacy of services and controls in the area and adjacent areas. "Services," as used in this subdivision, refers to governmental services whether or not the services are services, which would be provided by local agencies subject to this division, and includes the public facilities necessary to provide those services.
- (c) The effect of the proposed action and of alternative actions, on adjacent areas, on mutual social and economic interests, and on the local governmental structure of the county.
- (d) The conformity of both the proposal and its anticipated effects with both the adopted commission policies on providing planned, orderly, efficient patterns, of urban development, and the policies and priorities set forth in Section 56377.
- (e) The effect of the proposal on maintaining the physical and economic integrity of agricultural lands, as defined by Section 56016.

- (f) The definiteness and certainty of the boundaries of the territory, the nonconformance of proposed boundaries with lines of assessment or ownership, the creation of islands or corridors of unincorporated territory, and other similar matters affecting the proposed boundaries.
- (g) A regional transportation plan adopted pursuant to Section 65080.
- (h) Consistency with city or county general and specific plans.
- (i) The sphere of influence of any local agency which may be applicable to the proposal being reviewed.
- (j) The comments of any affected local agency or other public agency.
- (k) The ability of the newly formed or receiving entity to provide the services which are the subject of the application to the area, including the sufficiency of revenues for those services following the proposed boundary change.
- (l) Timely availability of water supplies adequate for projected needs as specified in Section 65352.5
- (m) The extent to which the proposal will affect a city or cities and the county in achieving their respective fair shares of the regional housing needs as determined by the appropriate council of governments consistent with Article 10.6 (commencing with section 65580) of Chapter 3 of Division 1 of Title 7.
- (n) Any information or comments from the landowner or owners, voters, or residents of the affected territory.
- (o) Any information relating to existing land use designations.
- (p) The extent to which the proposal will promote environmental justice. As used in this subdivision, "environmental justice" means the fair treatment of people of all races, cultures, and incomes with respect to the location of public facilities and the provision of public services.
- (q) Information contained in a local hazard mitigation plan, information contained in a safety element of a general plan, and any maps that identify land as a very high fire hazard zone pursuant to Section 51178 or maps that identify land determined to be in a state responsibility area pursuant to Section 4102 of the Public Resources Code, if it is determined that such information is relevant to the area that is the subject of the proposal.

These factors will be reviewed with regard to the authorization of Latent Powers for the Graeagle Community Services District:

- (a) Population, and population density; land area and land use; per capita assessed valuation; topography, natural boundaries, and drainage basins; proximity to other populated areas; the likelihood of significant growth in the area, and in adjacent incorporated and unincorporated areas, during the next 10 years.

According to the District's estimates, the population within GCSD is approximately 737 residents. During the summer months, the number goes up to over 7,500 people, including guests at the campgrounds and Gold Lake. The District's population consists primarily of part-time residents. The District does not make any formal or informal population projections. Only minimal population growth is expected in the next 10 years since there have been no interested developers.

- (b) Need for organized community services; the present cost and adequacy of governmental services and controls in the area; probable future needs for those services and controls; probable effect of the proposed incorporation; formation, annexation, or exclusion and of alternative courses of action on the cost and adequacy of services and controls in the area and adjacent areas.
"Services," as used in this subdivision, refers to governmental services whether or not the services are services, which would be provided by local agencies subject to this division, and includes the public facilities necessary to provide those services.

Graeagle CSD has identified a need to enhance safety for pedestrians along a narrow road. The planned foot bridge will be beneficial to residents and visitors to the area.

- (c) The effect of the proposed action and of alternative actions, on adjacent areas, on mutual social and economic interests, and on the local governmental structure of the county.

The effect of the proposed authorization for the Graeagle Community Services District will be a benefit to the District and to the adjacent area. The proposal will not affect the local governmental structure of the County.

- (d) The conformity of both the proposal and its anticipated effects with both the adopted commission policies on providing planned, orderly, efficient patterns, of urban development, and the policies and priorities set forth in Section 56377.

The adopted Commission policies are examined below. The proposal will have a beneficial effect on patterns of development.

- (e) The effect of the proposal on maintaining the physical and economic integrity of agricultural lands, as defined by Section 56016.

This action will not impact adjacent agricultural territory.

- (f) The definiteness and certainty of the boundaries of the territory, the nonconformance of proposed boundaries with lines of assessment or ownership, the creation of islands or corridors of unincorporated territory, and other similar matters affecting the proposed boundaries.

The boundaries are definite and certain. This authorization pertains to territory within the district boundary.

(g) A regional transportation plan adopted pursuant to Section 65080.

The proposal is consistent with the Regional Transportation Plan.

(h) Consistency with city or county general and specific plans.

The proposed development is consistent with the Plumas County General Plan.

(i) The sphere of influence of any local agency, which may be applicable to the proposal being reviewed.

This proposal does not conflict with the Sphere of Influence of any other district.

(j) The comments of any affected local agency or other public agency.

No comments from any other agency.

(k) The ability of the newly formed or receiving entity to provide the services which are the subject of the application to the area, including the sufficiency of revenues for those services following the proposed boundary change.

Graeagle CSD has planned for several years to build a foot bridge. The District has accumulated sufficient funds to complete the project and has conducted planning and environmental review components of the project. Based on the District success with other capital outlay projects, the GCSD is able to provide the proposed new services.

(l) Timely availability of water supplies adequate for projected needs as specified in Section 65352.5

Not applicable.

(m) The extent to which the proposal will affect a city or cities and the county in achieving their respective fair shares of the regional housing needs as determined by the appropriate council of governments consistent with Article 10.6 (commencing with section 65580) of Chapter 3 of Division 1 of Title 7.

Not applicable.

(n) Any information or comments from the landowner or owners, voters, or residents of the affected territory.

No comments have been received.

(o) Any information relating to existing land use designations.

The proposed project conforms to the Plumas County General Plan.

(p) The extent to which the proposal will promote environmental justice. As used in this subdivision, “environmental justice” means the fair treatment of people of all races, cultures, and incomes with respect to the location of public facilities and the provision of public services.

There are no issues associated with environmental justice with this proposal.

(q) Information contained in a local hazard mitigation plan, information contained in a safety element of a general plan, and any maps that identify land as a very high fire hazard zone pursuant to Section 51178 or maps that identify land determined to be in a state responsibility area pursuant to Section 4102 of the Public Resources Code, if it is determined that such information is relevant to the area that is the subject of the proposal.

Not relevant to the proposal.

2. PLUMAS LAFCO POLICY

The following analysis is provided as a guide for the Commission to consider. This proposal complies with applicable legal and policy requirements, as summarized below:

LAFCO Policy 2.1. Communication Between Local Agencies

The local agencies are involved in approval of each project by the County Planning Commission and are again notified of any proposed LAFCo actions such as annexations.

LAFCO Policy 2.2. Urban Development

The proposed project will not result in a change in the Graeagle community.

LAFCO Policy 2.3. Discouraging Urban Sprawl

Authorization of new extended powers will not create urban sprawl.

LAFCO Policy 2.4. Environmental Consequences (CEQA)

No environmental circumstances have changed or could have changed since the district's formation.

LAFCO Policy 2.5. Balancing Jobs and Housing

Not applicable

LAFCO Policy 2.6. Compact Urban Form and Infill Development Encouraged

The proposed authorization will provide for public services to be provided by the Graeagle Community Services District.

LAFCO Policy 2.7. Public Accessibility and Accountability

Graeagle Community Services District Board of Directors hold regular public meetings. The Directors are elected and are accountable to the voters. The State regulates the services provided by the District.

LAFCO Policy 2.8. Adequate Services

To ensure adequate services are provided the CSD has applied to LAFCo for authorization of these powers.

LAFCO Policy 2.9. Efficient Services

Efficient services will be promoted rather than forming a new district within the district's boundaries.

LAFCO Policy 2.10. Community Impacts

The community impacts will be beneficial from the proposed authorization because completion of the bridge will address pedestrian safety concerns.

LAFCO Policy 2.11. Conformance With General and Specific Plans

The proposed project conforms to the Plumas County General Plan.

LAFCO Policy 2.12. Boundaries

The boundaries of the district are definite.

LAFCO Policy 2.13. Revenue Neutrality

Not Applicable

LAFCO Policy 2.14. Agricultural and Open Space Land Conservation

Not applicable

This proposal does not contain prime agricultural lands as defined in Government Code Section 56064.

LAFCO Policy 2.15. Need for Services

Graeagle CSD has identified a need to enhance safety for pedestrians along a narrow road. The planned foot bridge will be beneficial to residents and visitors to the area.

LAFCO Policy 2.16. Exceptions

No exceptions are necessary.

IV. Comments from the public and public agencies

None received.

V. Alternative Actions by the Commission

The Commission has the following alternatives for action after closure of the Public hearing:

Alternative #1

The Commission may deny the application, as submitted.

Alternative #2

The Commission may authorize the service requested.

Alternative #3

The Commission may determine that it does not have sufficient information to make a decision at this time and continue the matter to a date and time certain.

VI. Staff Recommendations

Staff recommends the Commission approve Resolution 2022-0001 for the authorization of Transportation Services for the Graeagle CSD.

Respectfully Submitted,

Jennifer Stephenson,
Executive Officer

Attachments:

1. *Proposed Resolution 2022-01*
2. *Resolution 2022-0007 Approving Application to Activate Latent Powers*
3. *Graeagle CSD Application*

Resolution 2022-0007
Of the
Local Agency Formation Commission of
Plumas County

A Resolution Granting New and Different Powers (latent powers) to the Graeagle CSD enabling the district to provide Transportation Services for territory within its district boundaries.

WHEREAS, the Graeagle Community Services District was created in 1974 and was previously authorized to perform powers authorized by the Community Services District law at that time including transportation services.

WHEREAS, the Graeagle Community Services District never performed transportation services, including road maintenance services such as bridge construction, which have been provided entirely by the County of Plumas. The District desires to perform said services in addition to financing of park and recreation capital projects and street lighting, which it currently provides.

WHEREAS, in 2001, the California Legislature amended the LAFCO Act to require independent special districts to obtain approval from LAFCO prior to providing new or different service.

WHEREAS, furthermore in 2005, the California Legislature added Section 61106 of the Government Code (The updated Community Services District law) requiring a community services district to first receive the approval of the Local Agency Formation Commission, pursuant to Article 1.5 (commencing with Section 56824.10) of chapter 5 of Part 3 of Division 3 prior to providing an additional service.

WHEREAS, the Graeagle Community Services District does not currently provide the requested service to the community of Graeagle and new services may be authorized in accordance with Section 61100-61107 of the Government Code only after approval is granted by the Local Agency Commission of the affected County.

WHEREAS, on September 7, 2022, in compliance with Government Code Section 56824.12, the Graeagle Community Services District adopted Resolution 2022-01 requesting LAFCo to initiate proceedings to authorize the District to activate a new or different service consisting of transportation services.

NOW THEREFORE, The Plumas Local Agency Formation Commission DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

1. The foregoing recitals are true and correct.
2. The territory to be served is entirely within the district boundaries.
3. This change of organization is assigned the following distinctive short-form designation:

Gaeagle CSD Activation of Latent Powers
(Plumas LAFCo File No. 2022-0005)

4. This proposal will not adversely affect adjacent unincorporated territory or any other service provider.
5. Any costs associated with and incurred or costs to be incurred by all parties to this authorization will be the sole responsibility of the District, including but not limited to State Board of Equalization Fees (if applicable) and administrative charges. Further, all State of California, County of Plumas, and Plumas LAFCo fees will be paid in full prior to the filing of the Certificate of Completion.
6. Approval of this change of organization 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.
7. Should written protest be received by LAFCO by landowners and (or) registered voters who reside within the territory prior to the conclusion of this public hearing, then a protest hearing will be required to be conducted according to Government Code section 56824.14 (a)2 and noticed pursuant to Government Code Sections 57075 and 56150 *et seq.*
8. The Commission hereby affirms the Graeagle CSD's application for authorization for Transportation Services is not subject to Section 99 (b) of the Revenue and Taxation code requiring a property tax exchange agreement.
9. In reviewing this application, the Commission finds that transportation services to be provided by Graeagle Community Services District are beneficial to the community and that there will not be a duplication of other powers provided by any other special district or the County of Plumas.
10. The Graeagle CSD service plan envisions transportation services are to be funded through the funds already accumulated by the District for the one time capital outlay. All on-going cost of maintenance will be paid by Graeagle Land and Water.
11. The Commission adopts the determinations regarding consistency with LAFCo Policies contained in the staff report for this project and incorporates them by reference herein.
12. This proposal is consistent with the sphere of influence as amended by LAFCo Resolution 2003-0008.
13. The Effective Date shall be the date of recordation of the Certificate of Completion.
14. 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 is made to the LAFCo Executive Officer for an extension of time.

15. Graeagle CSD is hereby authorized to perform transportation services including the power to “Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works” subject to the terms and conditions herein.

PASSED AND ADOPTED by this Local Agency Formation Commission of the County of Plumas, on the 17th day of October 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINS:

Signed and approved by me after its passage this 17th day of October 2022.

Kevin Goss, Chair –
Plumas Local Agency Formation Commission

Attest:

Jennifer Stephenson, Executive Officer

PLUMAS
LOCAL AGENCY FORMATION COMMISSION
Application Form for Changes of Organization

– LAFCO use only –

AGENCY-PROJECT	SHORT FORM DESIGNATION
Graeagle CSD- Activation of Latent Powers	File 2022-05:GCSD Latent

– To be completed by applicant –

Use supplemental pages as necessary, and reference all attachments on the attachment list

1. Subject Property

PROJECT TITLE:		ADDRESS OR LOCATION:
Activation of Latent Powers		
ACREAGE:	PARCEL NO.:	

2. Proposal

Applicants request the following change of organization: **Activation of Latent -Transportation** _____

3. Applicants

LAFCO will send copies of the staff report on the proposal to the following (maximum of 3):

NAME:	Diane Bowman	PHONE: 480-620-7854
ADDRESS:	P O Box 1414 Graeagle, CA 96103	
EMAIL:	DLK3AZ@MSN.COM	
NAME:	Christopher Ruedy	PHONE: 415-902-4366
ADDRESS:	P O Box 1414 Graeagle, CA 96103	
EMAIL:	Christopher.ruedy@gmail.com	
NAME:	Robert Surryhne	PHONE: 916-717-4794
ADDRESS:	P O Box 1414 Graeagle, CA 96103	
EMAIL:	RBTSURRY@gmail.com	

4. Authority to File Application

____Petition of landowners or registered voters ☒ Resolution of Application of an affected agency
 Certified copies of the Petition or Resolution of Application are included as Attachment 1.

Petitions and Resolutions of Application must meet certain legal requirements. The Application Instructions include samples for applicant use.

5. Statement of Justification

Provide a Statement of Justification for and explain the purpose of each request for change of organization. Include in the statement reasons why the proposal is more effective than the present organization and/or what services to the area are to be enhanced by the project. If any terms or conditions are proposed for this project, include them in the statement.

A Statement of Justification for this proposal is included as Attachment 2.

6. Boundaries N/A

- a. An 8.5 x 11 map of the subject territory meeting the specifications listed in the Application Instructions is included as Attachment _____.
- b. A legal description of the boundaries of the subject territory meeting the specifications listed in the Application Instructions is included as Attachment _____.
- c. Describe how the boundaries of this proposal were determined. _____

- d. This proposal x is _____ is not (check one) consistent with the sphere of influence of all the affected agencies. (If you are not sure of each agency's sphere boundaries, check with LAFCO staff.)
- e. Describe access to the area. _____

7. Neighboring Properties N/A

- a. A Public Notice List meeting the specifications listed in the Application Instructions is included as Attachment _____.
- b. Have surrounding property owners been canvassed for participation in the proposal? _____
Results of any survey of surrounding property owners are included as Attachment _____.

8. Land Use N/A

- a. Describe existing land use within the subject property. _____

- b. Does this proposal conform to the General Plan designation for the territory? _____
- c. Have any zoning changes, General Plan amendments, subdivision maps, or conditional use permits been applied for on the subject property? _____
Copies of any such maps and/or applications or entitlements are included as Attachment _____.
- d. Will any such applications be made after approval of this proposal? _____
If yes, please explain. _____

- e. If this proposal is for an annexation to a city, a prezone map and adopted city resolution is included as Attachment _____.
- f. Does the project involve agricultural or open space lands? _____

9. Public Services

a. Please indicate which agencies presently provide public services to the subject territory, and which are proposed to provide service. If you are uncertain, you may leave spaces blank.

Service	Present Provider	Proposed Provider
Fire Protection		
Police Protection		
Domestic Water Service		
Agricultural Water Service		
Sewer Service		
Solid Waste		
Road/Street Maintenance	County of Plumas	County of Plumas/GCSD
Snow Removal		
Power		
Street Lighting		
Planning & Zoning Authority		
Schools		

b. What effect will approval of this proposal have on the type or level of services *within* the subject property? The proposal is for the authorization of new transportation services to be offered by the CSD. The new services will be offered throughout the district's boundaries. The area presently receives these services only from the County. Upon authorization, the new services offered by GCSD will enhance transportation services for all residents. _____

c. What effect will approval of this proposal have on public services *outside* the subject property? There will be no effect on services outside the district. _____

d. Will approval of this proposal place additional burdens on a public service provider? If so, what revenue will the change in organization generate to compensate the provider for the additional services? There will be no additional burdens on a public service provider. Graeagle Land and Water (GLW) will provide the necessary maintenance for the bridge. _____

e. Have the affected agencies been notified of this proposal (per G.C. 56654 (b))? N/A
A list of agencies who have received notification is included as Attachment _____

10. Population

Estimate whether the subject territory contains:

___x___ 12 or more registered voters. ___ Less than 12 registered voters.

11. Property Tax Exchange N/A

An agreement for property tax exchange (if relevant) must be in place prior to LAFCO considering this change of organization. The Tax and Revenue Code requires negotiation of such an agreement to be completed within up to 90 days of initiation or in compliance 99b of the Revenue and Taxation Code, or the LAFCO application proceeding will be considered terminated. To assure satisfaction of this requirement, LAFCO requires applications to be accompanied by documentation that property tax negotiations have been completed (See Attachment #7 to the LAFCO Application Instructions, Plumas County Property Tax Exchange Guidelines).

- a. If this application includes a Resolution of Application, does the Resolution include or reference documentation that the agencies are in agreement with regards to a Tax Exchange Agreement?

- b. If this application includes a petition, documentation of applicants' request that the affected agencies initiate tax exchange negotiations is included as Attachment _____

12. Feasibility of Proposal - Also refer to Attachment 2

- a. What revenue will this proposal require for the accomplishment of its goals and what are the prospective sources of such revenues? The project is estimated to cost \$750,000 which the GCSD currently has in their budget. _____

If the proposal involves a granting of an additional service, consolidation, incorporation, or formation, a 5 - year projected budget is included as Attachment 2

- b. Is a new tax or assessment being proposed as a part of this project? No

If so, a thorough discussion of how the service will utilize the tax or assessment, as well as the legal authority for the agency to utilize the tax or assessment is included as Attachment N/A

- c. Have agreements to mitigate the financial effects of this proposal been established with present service providers? N/A

If so, signed copies of these agreements are included as Attachment _____

13. Environmental Compliance

- a. Is the applicant agency acting as ☒ Lead Agency or ☐ Responsible Agency (check one) for purposes of California Environmental Quality Act (CEQA) compliance?

- i. Indicate what the Lead Agency has done to comply with the requirements of CEQA.

 Categorical Exemption from CEQA

☒ Negative Declaration

 Environmental Impact Report

 Other (please specify): _____

- ii. Copies of the complete environmental documentation prepared by the Lead Agency (including the initial study, any technical reports, and any written comments or recorded public testimony relative to the environmental documents), and a copy of the Notice of Determination, showing the date filed with the County Clerk, are included as Attachment 5

If you are not sure what constitutes the complete environmental documentation, consult with the appropriate staff at the Lead Agency.


- iii. Was the environmental documentation circulated to the Plumas County Local Agency Formation Commission prior to adoption by the Lead Agency? ☐ Yes ☒ No

If yes, copies of any comments made by LAFCO relative to the project, and any Lead Agency responses are included as Attachment _____

Note for Sphere of Influence Proposals and Updates: Should an agency desire to include more territory within its Sphere of influence all additional CEQA costs must be paid by that agency prior to the Commission approving the Sphere of Influence Update.

- b. In limited circumstances, LAFCO will act as Lead Agency for CEQA purposes. These circumstances are listed in LAFCO's CEQA Guidelines and include situations where the applicant agency is unable or unwilling to act as Lead Agency.
- If the applicant agency has declined to act as Lead Agency, and the applicant wishes LAFCO to assume this responsibility, applicant must **Request for LAFCO to Act as Lead Agency**.

14. Disclosure Requirements and Certification Pursuant to Government Code Sections 56700.1 and 57009 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, and 82015 and 82025 of the Political Reform Act applicants for LAFCO approvals and those opposing such proposals are required to report to LAFCO all political contributions and expenditures with respect to the proposal that exceed \$1,000. LAFCO has adopted policies to implement the law, which are attached to this application (attachment #8 to application instructions). By your signature to this application, you are binding the applicant to abide by these disclosure requirements. You are further agreeing that should LAFCO be required to enforce these requirements against you (or if the agency is the formal applicant, the real party in interest) that you will reimburse LAFCO for all staff cost and legal fees, and litigation expenses incurred in that enforcement process. Applicants request that proceedings as described in this application be taken in accordance with the provisions of Government Code sections 56000 *et seq.* and hereto affix their signatures:

Date	Signature	Printed Name	Title
10/10/22		Diane Bowman	Board Chair

NOTE:
Applications will not be accepted without the signature of one or more of the following: 1) the legal owner(s) or official agents with Power of Attorney or written authorization to sign (a copy of which must be attached); 2) Chief Petitioners; 3) Chair of the Legislative Body submitting a Resolution of Application.
 Applicants must also sign and date **Agreement to Pay**; the Application will be considered incomplete until that form is submitted.

Applicant Graeagle Community Services District

[illegible]

BEFORE THE BOARD OF DIRECTORS
OF THE
Graeagle Community Services District

RESOLUTION 2022-01

Resolution of the Board of directors of the Graeagle Community Services District requesting the Plumas Local Agency Formation Commission to take proceedings for the "Activation of Latent Powers" --"Transportation".

Resolved by the Board of Directors of the Graeagle Community Services District that:

WHEREAS, this proposal is consistent with the sphere of influence of the Graeagle Community Services District.

Now, therefore, this Resolution of Application hereby adopted and approved by the Board of Directors of the Graeagle Community Services District and the Plumas Local Agency Formation Commission is hereby requested to "Activate Latent Powers, specifically Transportation".

PASSED AND ADOPTED by the Board of Directors as a Resolution of the Graeagle Community Services District at a regular Board Meeting held on the 7th day of September, 2022 by the following vote:

AYES: Diane Bowman
(name)
Christopher Ruedy
(name)
Robert Scarryhne
(name)

(name)

(name)

NOES: Na

ABSENT: Cheryl Brennan
ABSENT: Bill Prevette
ABSTAIN: Bill Prevette

ATTESTED: Diane Bowman Board Chair
(name & title)

DATED: 9-7-22 Diane Bowman

September 6, 2022

1-1

*Contents of this resolution may vary depending upon the district principal act and other specific requirements

Justification for Activation of Latent Powers – Transportation

The Graeagle Community Services District (GCSD) is currently working to build a pedestrian bridge east of State Route 89 across Graeagle Creek. This was brought about by safety concerns for pedestrians and cyclists using the current narrow bridge that allows for truck traffic.

The property on which the bridge will be located is owned by Graeagle Land & Water (GLW). GCSD is developing memorandum of understanding (MOU) with GLW regarding the building of the bridge and future maintenance etc.

The board has obtained all necessary environmental permits and is currently working to complete the necessary RFPs to design and build the bridge. GCSD has learned in preliminary research that a "Design/Build" RFP will be the most economical in this situation. Reactivation of "Transportation" powers will allow GCSD to enter a "Design/Build" contract, as per California contract code as it pertains to Local Agencies. The GCSD is on track to have the bridge built and installed by the fall of 2023. The project is estimated to cost \$750,000 which the GCSD currently has in their budget. The bridge has been in the preliminary planning stages for several years.

PLUMAS LOCAL AGENCY FORMATION COMMISSION
Agreement to Pay for Time and Materials and Indemnification Form

Agreement to Pay for Time and Materials and Indemnification Form

Charges and Deposits

LAFCo charges are based upon actual staff time and other expenses attributable to processing applications, reviewing project proposals and researching matters as requested. Such charges may be incurred prior to or without the filing of an application with LAFCo. Individuals and agencies who request services, research, or review must provide a deposit toward project expenses, as listed on the attached current fee schedule, along with a signed copy of this agreement. All deposits are subject to increase, should the Executive Officer determine that the magnitude of the project justifies the increase. The amount of staff time necessary to process any individual application cannot be easily predicted in advance. Therefore, applicants should be aware that LAFCo charges may exceed the applicable deposit. (Unexpended deposits will be refunded.)

Staff Assignments

The Executive Officer shall assign LAFCo staff members to projects as appropriate. Should the scope of a project require that outside consulting or other needed services be obtained, applicants will be responsible for the entire cost of recruitment, source selection, and payment for such outside services. Applicants are responsible for paying actual costs for any services obtained through contract, even if such costs exceed the charge-out rate of a regular staff member providing similar services.

Billing Procedure

LAFCo invoices will detail tasks, hours, staff charge-out rates, staff members responsible for work, and/or costs of contracted services. Invoices will also reflect the remaining balance of the initial deposit. Should the deposit be depleted, all staff work will cease until the deposit on file has been replenished. Projects with delinquent balances will not be scheduled for hearing, and the Commission will consider applicants to have waived any and all statutory deadlines.

This form must be signed by the person responsible for payment and must be filed with LAFCo along with the applicable deposit when an application is filed or a request for staff services is submitted.

Questions regarding specific billing procedures should be directed to the LAFCo Executive Officer at (530) 283-7069.

Agreement

I certify that I have reviewed the above information, the attached LAFCo fee schedule, and the attached State Board of Equalization fee schedule. I agree, as project applicant or authorized representative, to pay Plumas LAFCo for all staff services, materials, and other charges attributable to my application or request for services. I understand that services may be required before LAFCo receives a formal application if extensive staff assistance is required prior to receipt of an application, and I agree to pay for such services whenever incurred and regardless of whether a formal application is submitted to LAFCo. I also understand and agree that LAFCo's charges are payable regardless of whether the application is withdrawn, denied, or otherwise terminated prior to completion.

I understand that if the cost of services exceeds the deposit on file, staff work on my project will cease, and my project will not be scheduled for hearing until additional funds are provided. I agree to remit the applicable State Board of Equalization filing fee when required. I agree to pay all charges within 30 days of receipt of invoice or in any case prior to the filing of the Certificate of Completion for the project.

Indemnity

Applicant agrees to indemnify, save harmless, defend, and reimburse LAFCo for all reasonable expenses and attorney fees in connection with the defense of LAFCo and for any damages, penalties, fines or other costs imposed upon or incurred by LAFCo should LAFCo be named as a party in any litigation or administrative proceeding in connection with his/her/its application. Applicant agrees that LAFCo shall have the right to appoint its own counsel to defend it and conduct its own defense in the manner it deems in its best interest, and that LAFCo's taking such actions shall not limit Applicant's obligations to indemnify and reimburse defense costs or relieve Applicant of such obligations.

Applicant may request modification of the terms of this agreement in writing, with supporting reasons. Such modification can be approved only by the full Commission.

Date	Signature of Property Owner/Applicant or Authorized Representative	Printed Name	Title
9/1/22	<i>Diane Bowman</i>	Diane Bowman	Board Chair

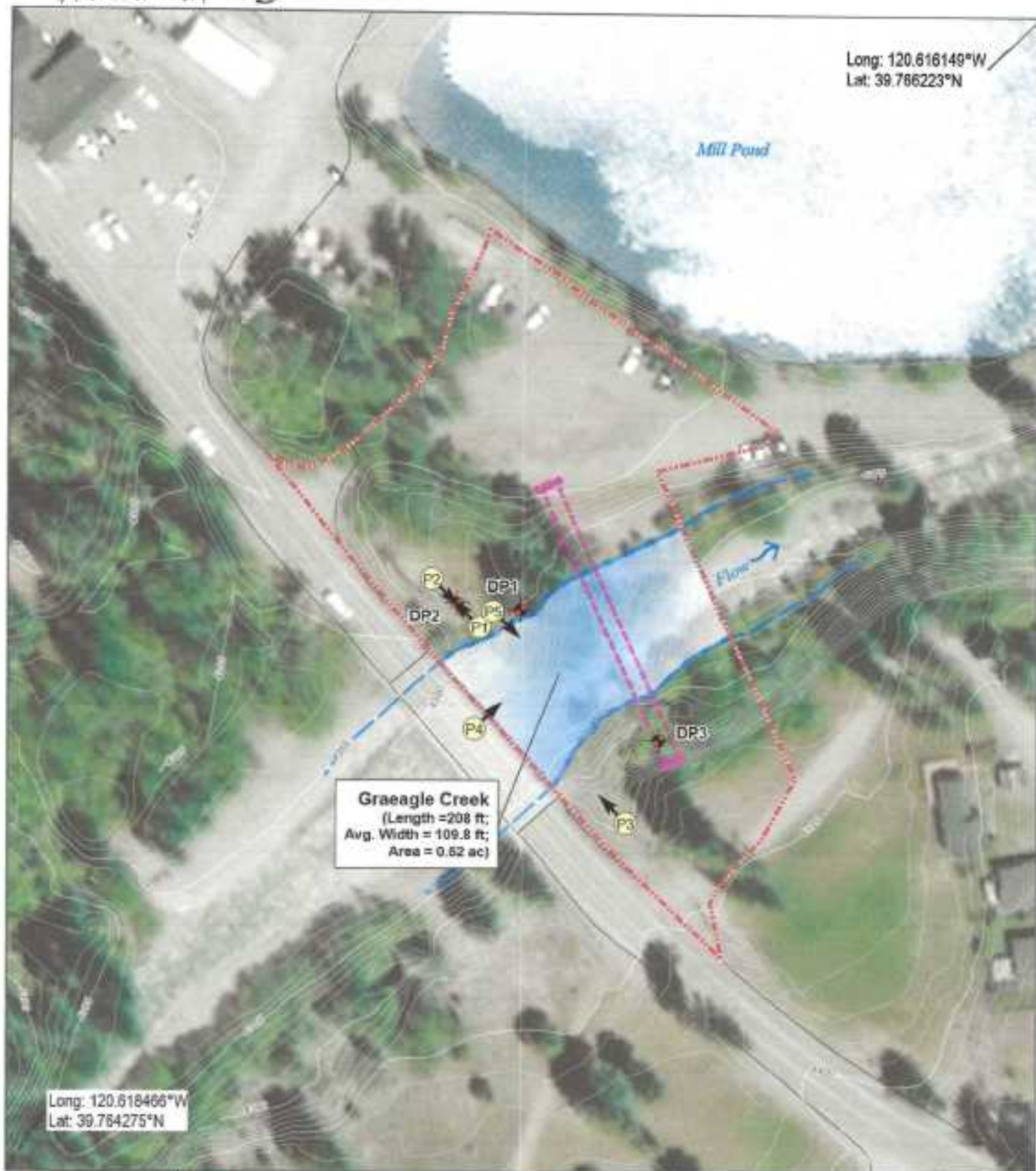
Attachment #5

Initial Study/Proposed Mitigated Negative Declaration #2016-1
Graeagle Creek Pedestrian Bridge Project

Prepared for:
Graeagle Community Services District
P.O. Box 1414, Graeagle, CA. 96103

PREPARED BY:
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February 2016



GRAEAGLE PEDESTRIAN
BRIDGE

**Figure 4.
Jurisdictional
Delineation Map**

- Project Study Area (PSA)
- Graeagle Creek (in PSA)
- Proposed Bridge
- Data Point (DP)
- Photopoint Location and Direction

Feature	Length (ft)	Avg. Width (ft)	Area (ac)
Graeagle Creek (in PSA)	208	109.8	0.52

Date	Revised/Calculated	Agency/Company
11 Sep 18	Original	C. Hughes
12 Sep 18	Verified	Regulatory
20 Sep 17	Updated	K. Dwyer

Plumas County, CA
NAD 1983 StatePlane California
1 FIPS 1463 Feet
120.6173°W 39.7652°N

0 50 100 Feet
0 50 100 Meters



1:980

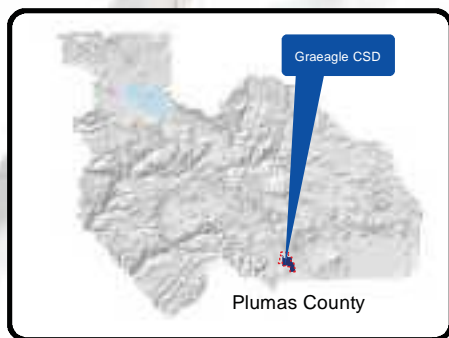
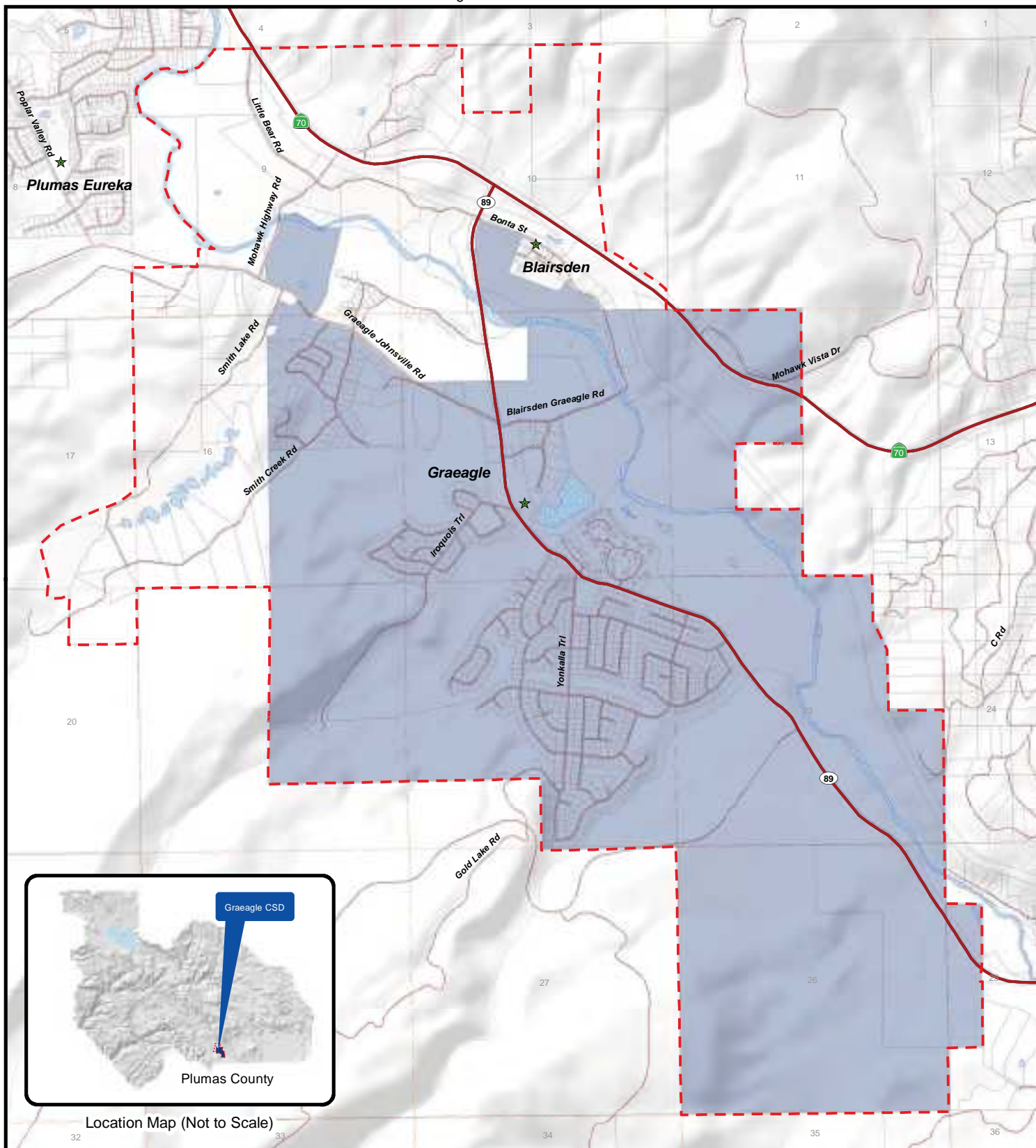
SWCA
environmental consultants

Drawn by: 10/04/18-GH-7201.dwg
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Drawn by: 10/04/18-GH-7201.dwg
printed by: AutoCAD (31 Apr 2018)
Project No. 2020-01
License: 00210-Graeagle_PedestrianMap
Apr. 2020, graeaglePedestrianMap

Graeagle Community Services District

Range 12 East

Township 22 North



Legend

- Highways
- Major Roads
- Stream / River
- Waterbodies
- Parcels
- Sectional Grid (MDB&M)
- Communities
- Graeagle Community Services District
- Graeagle Community Services District Five Year Sphere Horizon Boundary

0 0.2 0.4 0.8 Miles



Graeagle Community Services District
Resolution:
Adopted:

Graeagle Community Services District
Sphere of Influence (5 Year Horizon)
Resolution: 2003-008
Adopted: February 24, 2005

Source: Plumas LAFCo

Map Created 12/3/2016

Plumas LAFCo

STAFF REPORT

MEETING DATE: October 17, 2022

TO: LAFCo Commissioners

FROM: Jennifer Stephenson, Executive Officer

SUBJECT: Biennial Conflict of Interest Review

ATTACHMENTS:

1. Adopted Plumas LAFCo's Conflict of Interest Code
2. 2022 Local Agency Biennial Notice

Government code section 87300 et. seq. (the Political Reform Act) requires each local government agency to keep a conflict of interest code and update it to reflect changes that occur in the organization of an entity. The Local Agency Formation Commission (as well as other local agencies) is required to review and amend its Conflict of Interest code on even-numbered years. A biennial notice is normally sent out by the County Clerk or other official designated by the Board of Supervisors during the summer of even numbered years to each agency required to review its Conflict of Interest Code. After review or approval of the Conflict of Interest Code, LAFCo is required to submit any proposed changes to the Board of Supervisors acting as the code reviewing body.

Government Code §87311 requires review of a conflict of interest code to be carried out under procedures which guarantee to officers, employees, members and consultants of the agency and to residents of the County adequate notice and a fair opportunity to present their views. The most recent conflict of interest code was adopted on October 15, 2018 (Resolution 2018-0006).

Recommendation:

Authorize the Chair to sign and file the 2022 Local Agency Biennial Notice to the County Clerk (or person designated by the Board of Supervisors) declaring LAFCo has reviewed its Conflict of Interest code and no amendment is required at this time.

Plumas Local Agency Formation Commission, COUNTY OF PLUMAS
STATE OF CALIFORNIA
October 15, 2018

RESOLUTION
NO. 2018-0006

RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE AND
APPENDIX OF DESIGNATED POSITIONS

WHEREAS, pursuant to the provisions of the Political Reform Act (Govt. Code § 81000, *et seq.*), the Plumas Local Agency Formation Commission (LAFCo) is required to adopt a Conflict of Interest Code and Appendix of designated positions; and

WHEREAS, biennial review of the Appendix to the Conflict of Interest Code is required by state law and changes to the designated positions and disclosure categories and thereafter adopt necessary amendments;

NOW, THEREFORE, BE IT RESOLVED that the Conflict of Interest Code (Exhibit A) and list of designated positions and disclosure categories as set forth in the Appendix to the Conflict of Interest Code attached hereto is hereby adopted.

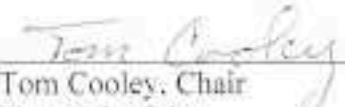
ON A MOTION by Commissioner MORTON, seconded by Commissioner THRALL, the foregoing Resolution was duly passed and adopted by the Plumas Local Agency Formation Commission (LAFCo) of the County of Plumas, State of California this 15th day of October 2018, by the following vote:

AYES: COOLEY, SANCHEZ, THRALL, LOSCHIAVO, MORTON

NOES: NONE

ABSENT: NONE

ABSTAINED: NONE


Tom Cooley, Chair
Plumas LAFCo

ATTEST:



Jennifer Stephenson, Executive Officer

EXHIBIT A

PLUMAS LOCAL AGENCY FORMATION COMMISSION (LAFCo)

CONFLICT-OF-INTEREST CODE

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **Plumas Local Agency Formation Commission**

Individuals holding designated positions shall file their statements of economic interests with the **Plumas County Clerk**, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) All statements will be retained by the **Plumas County Clerk**.

CONFLICT-OF-INTEREST CODE (Plumas LAFCo)

APPENDIX A-DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Category</u>
Members of the Commission**	1, 2
Executive Officer	1, 2
Deputy Executive Officer	1, 2
LAFCo Counsel	1, 2
Consultants*	*

*Consultants shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Executive Officer may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Officer’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code (Gov. Code Section 81008).

CONFLICT-OF-INTEREST CODE (Plumas LAFCo)

APPENDIX B-DISCLOSURE CATEGORIES

Disclosure Category 1

Designated positions assigned to this category shall report:

Interests in real property located within or not more than two miles outside the boundaries of LAFCo's jurisdiction or within two miles of the County Boundary.

Persons shall not be required to disclose property used primarily as their residence or for personal recreational purposes.

Disclosure Category 2

Designated positions assigned to this category shall report:

Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that provide services, supplies, materials, machinery, or equipment to LAFCo. Such sources include but are not limited to architects, engineering and construction firms.

2022 Local Agency Biennial Notice

Name of Agency: Plumas LAFCo

Mailing Address: 5050 Laguna Blvd #112-711, Elk Grove, CA 95758

Contact Person: Jennifer Stephenson Phone No. 310-936-2639

Email: jennifer@pcateam.com Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (check one BOX):

☐ An amendment is required. The following amendments are necessary:

(Check all that apply.)

- ☐ Include new positions
- ☐ Revise disclosure categories
- ☐ Revise the titles of existing positions
- ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☐ Other (describe) _____

☐ The code is currently under review by the code reviewing body.

☒ No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

October 17, 2022

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than October 3, 2022, or by the date specified by your agency, if earlier, to:

Plumas County Board of Supervisors
c/o County Counsel
520 Main St. Room 302
Quincy, CA 95971

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.