



**City of Portola  
 Special Meeting  
 November 15, 2022 06:00 PM  
 35 Third Ave Portola 96122  
<https://www.cityofportola.com/>**

**COUNCILMEMBERS**

Mayor Pat Morton • Mayor Pro Tem Tom Cooley • Councilmember Phil Oels • Councilmember Stan Peiler • Councilmember Bill Powers

**REASONABLE ACCOMMODATIONS:** Meeting facilities are accessible to persons with disabilities. Reasonable efforts will be made to accommodate the participation of the disabled in the City’s public meetings. If special accommodation for the disabled is needed, please notify the City at 530.832.6801 at least 48 hours prior to the meeting.

As permitted by Executive Order N-29-20, proclaiming a State of Emergency in the State of California, the City Council Chamber at City Hall will not be accessible to the public for this City of Portola’s Regular City Council meeting.

The City Council meeting is accessible to the public via live streaming at: <https://zoom.us/j/3583067836> or by phone at: Phone Number 1.669.900.6833; Meeting ID: 358 306 7836.

Any person desiring to address the City Council on any item not on the agenda may, after accurately identifying themselves, do so during public comment. Public comment will be accepted during the meeting via Zoom using the “Raise Hand” feature or \*9 on a telephone on any item on the agenda at any time beginning at 6:00 p.m. and ending at the close of public comment on the item.

Public Comment can be made by clicking on the “comment” section directly from the agenda, next to each agenda item.

Public comment will also be accepted via email sent to Deputy City Clerk, [admin@cityofportola.com](mailto:admin@cityofportola.com) which if received at least [24 or 48] hours prior to commencement of the meeting will be distributed to the Council and posted to the City’s website prior to the meeting

**1. Call to Order**

- A. Pledge of Allegiance
- B. Roll Call

**2. Public Comments**

**Discussion**  [Comment](#)

This section is intended to provide members of the public with an opportunity to comment on any subject that does not appear on this agenda. Please note that California law prohibits the City Council from taking action on any matter which is not on the posted agenda, unless it is determined to be an urgency item by the City Council. Any member of the public wishing to address the City Council during “**PUBLIC COMMENT**” shall first secure permission of the presiding officer, stand; may give his/her name and address to the Clerk for the record. Each person addressing the City Council shall be limited to three minutes ordinarily, unless the presiding officer indicates a different amount will be allotted.

**3. CITY COMMUNICATIONS**

**Discussion**  [Comment](#)

- A. City Council Communications / Committee Reports

#### 4. Resolution No 2532 Concerning COVID Remote Meetings

Discussion  Possible Action  [Comment](#) 

Review Resolution No. 2532 which re-ratifies the proclamation of a state of emergency and re-authorize remote teleconference meetings of the legislative bodies of the City of Portola

A Resolution of the City Council of the City of Portola proclaiming a local emergency persists, re-ratifying the Proclamation of a State of Emergency by Governor of California March 4, 2020, and re-authorizing remote teleconference meetings of the legislative bodies of the City of Portola for the period of November 11, 2022 to December 10, 2022 pursuant to Brown Act provisions.

#### 5. Consent Agenda

Discussion  Possible Action  [Comment](#) 

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

A.

**Claims-** Adopt Resolution No. 2533 authorizing payment of claims for the period of October 27, 2022 though November 15, 2022

Accounts Payable: \$40,816.64

Payroll: \$42,821.14

Total: \$83,637.78

Payroll Checks 17205 - 17212

AP Run Checks 44366 - 44405

#### 6. IMD Rate Increase

Discussion  Possible Action  [Comment](#) 

Rate increase request from Intermountain Disposal (IMD)

#### 7. LESSG Funding Request

Discussion  Possible Action  [Comment](#) 

Request for additional funding to complete the work of the LESSG

#### 8. Public Purpose use of ARPA funds/Sierra Ridge

Discussion  Possible Action  [Comment](#) 

To consider purchasing tax-defaulted property from Plumas County with use of ARPA funds

#### 9. Adjournment

**RESOLUTION NO. 2532**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR OF CALIFORNIA MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE CITY OF PORTOLA FOR THE PERIOD OF NOVEMBER 11TH, 2022 TO DECEMBER 10TH, 2022 PURSUANT TO BROWN ACT PROVISIONS.**

**WHEREAS**, the City of Portola is committed to preserving and nurturing public access and participation in meetings of the City Council; and

**WHEREAS**, all meetings of the City of Portola's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the City's legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the City's boundaries, caused by natural, technological or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Governor of California issued a proclamation of a state of emergency March 4, 2020 and the City Council of the City of Portola previously proclaimed by Official Proclamation on March 19, 2020, finding that the requisite conditions exist for the legislative bodies of the City of Portola to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, as a condition of extending the use of the provisions found in section 54953(e), the City Council must reconsider the circumstances of the state of emergency that exists in the City of Portola, and the City Council has done so; and

**WHEREAS**, emergency conditions persist in the City of Portola specifically, a novel coronavirus, COVID-19, which symptoms include fever, cough, and shortness of breath with outcomes ranging from mild to severe illness, and in some cases death; and

**WHEREAS**, Plumas County, where the residents of the City of Portola reside, reports that many cases of COVID-19 and its variants continue to be contracted regularly within the county; and

**WHEREAS**, the City of Portola does hereby find that the Existence of a Local Emergency due to the COVID-19 Pandemic has caused, and will continue to cause, conditions of peril to the safety of persons within the City that are likely to be beyond the control of services, personnel, equipment, and facilities of the City of Portola and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency persisting, the City Council does hereby find that the legislative bodies of the City of Portola shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, the City Council of the City of Portola has been conducting meeting via live streaming at: <https://zoom.us/j/3583067836> or by phone at: 1.669.900.6833, meeting ID 358 306 7836 so that the public may participate in the City Council meetings;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PORTOLA DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The City Council hereby considers the conditions of the state of emergency in the City of Portola and proclaims that a local emergency persists throughout the City, and the novel coronavirus, COVID-19, continues to persist within the City as well as throughout Plumas County at a rate that poses significant risk to the health of all citizens.

Section 3. Re-ratification of Governor’s Proclamation of a State of Emergency. The City Council hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of March 19, 2020.

Section 4. Remote Teleconference Meetings. The City Manager and legislative bodies of the City of Portola are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) November 11th, 2022, or such time the City Council adopts a subsequent resolution in accordance with Government Code section 54953(3) to extend the time during which the legislative bodies of the City of Portola may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the City Council of the City of Portola, this 15<sup>th</sup> day of November 2022, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Pat Morton, Mayor

ATTEST:

\_\_\_\_\_  
Jason Shaw Deputy City Clerk

I, Jason Shaw, Deputy City Clerk of the City of Portola, do hereby certify that the above and foregoing Resolution was duly passed and adopted by the City Council at the City of Portola Regular meeting thereof held on November 15, 2022.

\_\_\_\_\_  
Jason Shaw, Deputy City Clerk

**RESOLUTION NO. 2533**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA  
AUTHORIZING PAYMENT OF CLAIMS FOR THE PERIOD  
OCTOBER 27, 2022 THROUGH NOVEMBER 15, 2022.**

**ACCOUNTS PAYABLE  
CHECK NUMBERS: 44366 – 44405**

**PAYROLL  
CHECK NUMBERS: 17205 – 17212**

**WHEREAS**, the City Council of the City of Portola has been fully advised that all such claims and demands are legal obligations of the City; and,

**WHEREAS**, the City Council has fully considered the claims and money demands and payment thereof as set forth below and in "Exhibit A" attached hereto and incorporated herein.

<b>ACCOUNTS PAYABLE:</b>	<b>\$ 40,816.64</b>
<b>PAYROLL:</b>	<b><u>\$ 42,821.14</u></b>
<b>TOTAL:</b>	<b>\$ 83,637.78</b>

**NOW THEREFORE BE IT RESOLVED THAT** all claims and demands represented are just and proper and legal demands or claims against the City of Portola, and the payment of any such demands is approved and authorized.

**PASSED, APPROVED AND ADOPTED** this 15<sup>th</sup> day of November, 2022 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Pat Morton, Mayor

ATTEST:

\_\_\_\_\_  
Jason Shaw, Deputy City Clerk

I, Jason Shaw, Deputy City Clerk of the City of Portola, do hereby certify that the above and foregoing Resolution was duly passed and adopted by the City Council at the City of Portola Regular meeting thereof held on November 15, 2022.

\_\_\_\_\_  
Jason Shaw, Deputy City Clerk

PACKET: 00138 AP RUN 11.9.2022

VENDOR SET: 01 CITY OF PORTOLA \*\*\*\* CHECK LISTING \*\*\*\*

BANK: PC POOLED CASH - PLUMAS

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000009		CRESCENT TOW & REPAIR						
	I-202211020769	AVA ABATEMENT	R	11/09/2022		1,590.00	044366	1,590.00
000018		CINTAS						
	I-202211020758	MEDICAL SUPPLIES	R	11/09/2022		24.50	044367	24.50
000025		AUTO & TRUCK ELECTRIC IN						
	I-202211020772	VEH & EQUIP REPAIR	R	11/09/2022		135.33	044368	135.33
000029		COUNTRY BREEZE CLEANING						
	I-202211020790	NOVEMBER CLEANING SERVICES	R	11/09/2022		400.00	044369	400.00
0008		ALWAYS ANSWER						
	I-202211020755	800 NUMBER	R	11/09/2022		59.37	044370	59.37
0010		AMAZON CAPITOL SERVICES						
	I-202211020777	MATERIALS & SUPPLIES	R	11/09/2022		3,576.48	044371	3,576.48
*VOID*	044372	VOID CHECK	V	11/09/2022			044372	**VOID**
0015		AMERIGAS						
	I-202211020789	LDWTP PROPANE	R	11/09/2022		317.42	044373	317.42
0022		AT&T						
	I-202211020766	LDWTP LONG DISTANCE CHARGES	R	11/09/2022		63.35	044374	63.35
0027		BASTIAN ENGINEERING						
	I-202211020768	ENGINEERING PROF SERVICES	R	11/09/2022		1,183.88	044375	1,183.88
0035		BRADY INDUSTRIES						
	I-202211020788	MATERIALS & SUPPLIES	R	11/09/2022		148.14	044376	148.14
0078		ENCOMPASS						
	I-202211020779	XEROX COPIES	R	11/09/2022		363.97	044377	363.97
0088		GLOBALSTAR USA						
	I-202211020778	ANNUAL FEE SATELLITE PHONE	R	11/09/2022		1,076.19	044378	1,076.19
0090		GRAINGER						
	I-202211020786	SEWER SUPPLIES	R	11/09/2022		23.71	044379	23.71
0103		IEDA						
	I-202211020756	LABOR RELATIONS CONSULTING	R	11/09/2022		245.30	044380	245.30

PACKET: 00138 AP RUN 11.9.2022

VENDOR SET: 01 CITY OF PORTOLA \*\*\*\* CHECK LISTING \*\*\*\*

BANK: PC POOLED CASH - PLUMAS

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0104	I-202211020771	INTEGRITY HEATING AND AIR HVAC SERVICE	R	11/09/2022		867.41	044381	867.41
0111	I-202211020775	JEFFERSON SUPPLY COMPANY MATERIALS & SUPPLIES	R	11/09/2022		308.51	044382	308.51
0122	I-202211020776	KIMBALL MIDWEST SNOW EQUIP REPAIR	R	11/09/2022		744.30	044383	744.30
0133	I-202211020781	LIBERTY UTILITIES CITY ELECTRIC BILLS	R	11/09/2022		5,593.05	044384	5,593.05
0135	I-202211020787	MANGHAM GLASS BUILDING VEH REPAIR	R	11/09/2022		363.13	044385	363.13
0136	I-202211020763	MANHARD CONSULTING PLANNING SERVICES	R	11/09/2022		5,055.00	044386	5,055.00
0141	I-202211020764	MCI MEGA PREFERRED 800 LONG DISTANCE CHARGES	R	11/09/2022		44.25	044387	44.25
0148	I-202211020770	NAPA SIERRA MATERIALS & SUPPLIES	R	11/09/2022		493.82	044388	493.82
0154	I-202211020773	NORTHERN CALIFORNIA GLOVES SNOW MATERIALS & SUPPLIES	R	11/09/2022		137.03	044389	137.03
0162	I-202211020761	OPERATING ENGINEERS EMPLOYEE HEALTH INSURANCE	R	11/09/2022		10,123.00	044390	10,123.00
0175	I-202211020780	PLUMAS ACE HARDWARE MATERIALS & SUPPLIES	R	11/09/2022		363.84	044391	363.84
0184	I-202211020754	PLUMAS SIERRA RURAL ELECTRIC LDWTP ELECTRIC	R	11/09/2022		1,799.79	044392	1,799.79
0185	I-202211020753	PLUMAS SIERRA TELECOMMUNICAT INTERNET SERVICES	R	11/09/2022		382.00	044393	382.00
0198	I-202211020774	RENO HYDRAULIC & REBUILD, INC EQUIP REPAIR	R	11/09/2022		336.99	044394	336.99
0218	I-202211020760	SILVER STATE ANALYTICAL WATER/WASTEWATER TESTING	R	11/09/2022		298.00	044395	298.00

PACKET: 00138 AP RUN 11.9.2022

VENDOR SET: 01 CITY OF PORTOLA

\*\*\*\* CHECK LISTING \*\*\*\*

BANK: PC POOLED CASH - PLUMAS

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0230		STATE WATER RESOURCES CONTROL						
	I-202211020762	SMITH CERTS	R	11/09/2022		95.00	044396	95.00
0231		SUCCEED.NET						
	I-202211020757	WEB HOSTING	R	11/09/2022		67.85	044397	67.85
0235		SUSAN SCARLETT						
	I-202211020767	STREET REPORT REIMBURSEMENT	R	11/09/2022		528.00	044398	528.00
0240		THOMAS G. VALENTINO						
	I-202211020759	SOLID WASTE CONSULTING SERVICE	R	11/09/2022		1,485.00	044399	1,485.00
0253		US BANCORP						
	I-202211020785	CITY CREDIT CARD CHARGES	R	11/09/2022		1,125.64	044400	1,125.64
0260		VERIZON WIRELESS						
	I-202211020782	CITY CELL PHONES	R	11/09/2022		325.40	044401	325.40
0260		VERIZON WIRELESS						
	I-202211020783	CITY LAND LINES	R	11/09/2022		487.68	044402	487.68
0260		VERIZON WIRELESS						
	I-202211020784	LDWTP DATA PLAN	R	11/09/2022		108.05	044403	108.05
0269		XEROX FINANCIAL SERVICES						
	I-202211020765	XEROX FINANCIAL SERVICES	R	11/09/2022		268.13	044404	268.13
1		JASON SHAW						
	I-202211020791	SCORE TRAVEL	R	11/09/2022		208.13	044405	208.13

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	39	0.00	40,816.64	40,816.64
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	1	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
<b>BANK TOTALS:</b>	<b>40</b>	<b>0.00</b>	<b>40,816.64</b>	<b>40,816.64</b>



PACKET: 00138 AP RUN 11.9.2022

VENDOR SET: 01 CITY OF PORTOLA

\*\*\*\* CHECK LISTING \*\*\*\*

BANK: ALL

\*\* REGISTER GRAND TOTALS \*

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	39	0.00	40,816.64	40,816.64
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	1	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	40	0.00	40,816.64	40,816.64

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
100	11/2022	15,197.82CR
207	11/2022	4,730.09CR
208	11/2022	3,037.46CR
215	11/2022	50.72CR
710	11/2022	8,860.21CR
720	11/2022	5,928.89CR
730	11/2022	3,011.45CR
=====		
ALL		40,816.64CR

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

## CITY COUNCIL AGENDA STAFF REPORT

**DATE:** November 12, 2022  
**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Jon Kennedy, Interim City Manager  
**MEETING:** November 15, 2022  
**SUBJECT:** LESSG Request For Funding

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### **Background**

Please see attachment for background information

### **Recommendation:**

Your Ad Hoc Fire Committee requests approval of an expenditure of \$20,000 by the City as its contribution to funding the remaining expenses of the LESSG. Any unexpended funds will be returned to the participating agencies in proportion to their respective investment.

### *Attachments:*

*Ad hoc fire report  
Scope and Budget*

November 10, 2022

Report of the Ad Hoc Fire Committee, as City representatives to the Local Emergency Service Study Group (LESSG).

Subject: Request for funding to complete the work of the LESSG

The City has previously authorized the expenditure of \$20,000 as its contribution among the four participating agencies to fund a contract with Planwest Partners LLC to produce a feasibility study on the formation of a new fire district, a plan of work, and an application to LAFCo. The contract amount is \$57,000, which is the total paid by the participating agencies. The work is now either complete or authorized and in progress. Performance under contract is on time and within budget.

Only two substantial expenses remain in the process of taking the proposed district to a ballot for approval by the electorate. First, informing the public about the proposed new district, eliciting comments, and answering questions. The proposal includes mailings, public meetings, and a web and social media presence. The cost is approximately \$30,000 and will add to the contract with Planwest Partners LLC. Second, while Plumas LAFCo has substantially reduced its fees for our new district formation project, \$8,550 must accompany the application to LAFCo. Included in the report are details of each of these expenditures.

Your Ad Hoc Fire Committee requests approval of an expenditure of \$20,000 by the City as its contribution to funding the remaining expenses of the LESSG. Any unexpended funds will be returned to the participating agencies in proportion to their respective investment.

Submitted by Committee Members Pat Morton and Tom Cooley

Detail of the public information outreach program is available in the attached proposal by Rollins PR Consulting, which will work as a subcontractor to Planwest Partners LLC.

Detail of the Plumas LAFCo fees

Description and order due	Fee paid to	Cost
1. Formation application	LAFCo	\$10,450
2. CEQA Notice of Exemption	LAFCo	\$400
3. GIS Deposit	LAFCo	\$200
4. Dissolution x 2 @ \$2,000 ea. (SVFD, BFD)	LAFCo	\$4,000
5. Relinquishment x 3@\$2,750 ea. (GMCSO, City of Portola)	LAFCo	\$5,500
LAFCo approved fee reduction		-\$12,000
<b>Total LAFCo application and approval costs</b>		<b>\$8,550</b>



## **Public Outreach Scope**

– Submitted by RollinsPR Consulting

### **Situation Analysis**

Four Fire Protection Districts (FPD)\*, Beckwourth FPD, Eastern Plumas Rural FPD, Graegle FPD, Sierra Valley FPD and two Community Services Districts (CSD), C-Road CSD and Gold Mountain CSD, have been providing fire protection and emergency services to Eastern Plumas County for decades. Services are mostly volunteer-based. Three general revenue sources contribute to operations and maintenance: property taxes, special taxes and fundraising efforts. Property taxes and special taxes have not changed since established roughly 45 years ago. The revenue stream is severely outdated, which has placed districts in financial distress and unable to adequately maintain resources.

In 2020, The Local Emergency Services Study Group (LESSG) was formed with the goal of exploring a more effective, efficient way to strengthen and improve fire protection and emergency services in Eastern Plumas County. Representatives from Sierra Valley FPD, Beckwourth FPD, Eastern Plumas Rural FPD, City of Portola and Gold Mountain CSD serve as committee members. After months of discussions, the LESSG, with approval from representative boards of directors, decided it most beneficial to pursue a feasibility study for a new, consolidated fire district.

Currently, the feasibility plan has been completed and LAFCo has issued a Municipal Service Review (MSR) regarding the effort to form one new FPD with boundaries that encompass Eastern Plumas County. A measure needs to be placed on the ballot to: approve formation of a new FPD + approve a special tax to fund the new FPD + elect board members for the FPD. All registered voters within the newly established boundaries will be eligible to vote. The ballot measure must pass by 2/3 votes to be able to pursue establishment of a new FPD.

LESSG and its represented boards and constituents need to engage, educate and secure support for a new FPD. Community outreach will be essential to inform the community-at-large about the significance, value and efficiencies of having one FPD for Eastern Plumas County. Key education messages will be to explain that, while operating as one district, there will be Division Chiefs for Gold Mountain, Beckwourth, Portola and Sierra Valley that will operate out of existing service stations. Furthermore, a voter-approved special tax will replace previous special fire taxes collected per parcel.

*\*The City of Portola maintained fire and emergency services through 2017. The city now contracts those services through an agreement with Beckwourth FPD.*

### **Outreach Goal**

Implement outreach measures that result in an informed decision by voters whether or not to support the formation of a new FPD.

### **Outreach Objectives**

- Inform and educate stakeholders and the community-at-large about the numerous challenges of having multiple FPDs (multiple boards, volunteers, lack of financial resources, confusing boundaries, etc.)
- Provide a clear explanation about how one FPD for Eastern Plumas County will consolidate efforts and maximize resources, ultimately securing more exemplary emergency and fire protection services for the county

- Explain funding mechanisms and cost-sharing, and equity among all parcels in Eastern Plumas County who will benefit from the new FPD
- Engage influencers and stakeholders who may serve as champions of the effort
- Inform the community about options to attend their representative board meetings, community meetings and other opportunities to learn and ask questions

### Challenges\*

- Decades-old promise that assessment/tax would never increase for fire and emergency services
- Those that currently pay nothing, yet receive fire and emergency services, may not want to contribute
- Perception that one FPD replaces “local” FPD (familiarity, response time, etc.).
- Assessments are not affordable for all
- Lack of knowledge about current fire and emergency services agencies

*\*This is not a complete list of outreach challenges. More will emerge as outreach begins.*

## Task 1 – Community Engagement

### 1.1 – Project Identity

Develop a tagline to give unity to the outreach effort. The tagline will be used on all materials and will encompass the purpose of forming one FPD.

**Deliverables:** Tagline

### 1.2 – Develop Key Messages

All communication efforts must have one unified voice to eliminate confusion and the perception of doublespeak. There are several boards in this process representing their constituents. Key messages agreed upon and shared among boards will help to unify the effort and hopefully eliminate confusion about where each FPD/CSD stands in their support.

**Deliverables:** Key messages

### 1.3 – Interested Parties Communications and Engagement

Engaging with stakeholders and other interested parties will be a key part of success. The outreach effort will showcase support from: local county officials and representatives; LAFCo; FPD volunteers/staff; Boards of Directors from existing FPDs/CSDs; and other entities. Identified individuals will be asked to serve as project champions.

Contributions may include testimonials, public service announcements, letters to the editor, editorials, endorsements as an outside agency, participation at workshops and other opportunities as identified.

**Deliverables:** Interested party matrix with names, knowledge areas, recommended contribution(s)

### 1.4 – Outreach Materials

Outreach materials will be developed to help inform voters/community about the effort and opportunities for engagement. Materials will provide the background and what led to the feasibility study, challenges of existing fire and EMS agencies, benefits of a new single district, funding mechanisms, and educate specifically about the ballot process.

### **Deliverables**

- LESSG newsletters (4)
- Fact Sheet
- Two additional communication pieces – format TBD

### **1.5 – Community Workshops**

Community workshops\* will be one specific tool to engage the community-at-large. Workshops will be offered to each representative member within LESSG to individually address their communities.

Workshops will be structured in a way to address their specific sphere of influence, discuss financial impacts, benefits and drawbacks, and offer an opportunity for the community to ask questions from their current representative agencies.

*\*In essence of time, workshops may be held in conjunction with regularly scheduled board meetings.*

#### **Deliverables (5 workshops):**

- Workshop Notification (Newsletter, postcard, inserts, posters or combination)
- Internal and public agendas
- Applicable handouts
- Workshop summaries
- Presentation/facilitation assistance, if needed

### **1.6 – Website**

LESSG has a website that will be made public and serve as a clearinghouse for the public to obtain information. All meeting agendas, minutes, reports, announcements, and documents will be placed on the website. Any recorded meetings and workshop summaries will be posted. Quick polls may also be incorporated during the outreach process to gauge public knowledge and openness toward a new consolidated fire district. A website announcement will be placed on the Plumas News website and advertised on social media platforms.

#### **Deliverables:**

- Content review and development as needed
- Polls (3)
- Website announcement

### **1.7 – Social Media**

Social media will be used as appropriate to share information about upcoming workshops and other engagement opportunities. Platforms will include Facebook (all agencies with pages), City of Portola's twitter, and Nextdoor. LESSG may want to consider establishing their own Twitter, Facebook and Nextdoor presence to post timely updates.

Social media platforms may be overall positive, but may also invite negative statements and sharing of false information. A quick Facebook search yielded Holding Portola CA Accountable (mostly negative) and Portola Portal (neutral). Platforms will be monitored and falsities addressed. However, sometimes it is not prudent to engage if it is clear that nothing good will result.

**Deliverables:**

- Posts will be created to advertise public involvement opportunities (hearings, Board meetings, community workshops).
- Content monitoring
- Establish LESSG social media presence, if desired

**1.8 Media Relations**

An active media campaign will provide another opportunity to be transparent with the community. Plumas News will be regularly used for announcements, engagement opportunities, and project updates. Letters to the editor and editorial pieces may also be drafted and submitted by project champions. Public notices may also be published as needed.

Public service announcements (PSAs) will be submitted to Plumas County Radio (KQNY)

**Deliverables:**

- News releases (3)
- Calendar announcements (5)
- Letters to the editor/editorials (2)
- Public notices as needed TBD
- PSAs (5)

**Task 2 – Outreach Management**

RollinsPR Consulting will manage project team communications, task items, schedule and budget over a 8-month period. A final outreach summary will be provided to demonstrate due diligence with outreach efforts.

Finally, the provided scope is fluid and may be modified to address new situations that may arise over the project period.

**Deliverables:**

- Monthly reports and invoicing
- Scope adjustments
- Project Summary

## Qualifications

### Summary

Twenty-seven-year veteran of public relations and outreach with 23 years specifically working with municipalities in outreach campaigns that effectively communicate and engage the public. Experienced in gauging public sentiment through interviews, polling, surveying and general research. Broad experience in managing public outreach programs for informational and educational purposes or for more formal outreach efforts such as those required under CEQA or for rate increase hearings and fee adoptions. Skilled at consensus building and working with governing boards and councils.

### Professional Experience

*Independent Strategic Consultant, 2011-current*

- Work in tandem with clients to develop and implement public outreach plans and elements to obtain identified outreach goals and objectives.
- Conduct strategic planning sessions to identify mission, vision and short- long-term strategic plans for special districts and small communities.
- Conduct public outreach and notification as required by the California Constitution, ballot initiatives, public noticing for CEQA, and fee-setting projects.
- Provide research strategy and execution.
- Facilitate stakeholder meetings, workshops and public hearings.
- Write copy for program materials: newsletters, brochures, flyers, bill inserts, advertisements; coordinate design and printing of materials; write and post social media content.
- Develop website content.

*Crocker & Crocker, Client Services Manager (part-time contract) 2004-2017; Account Supervisor - 1997-2000*

*Rogers & Associates, Onsite Media Specialist, CA Dept. of Health Services – 2000-2002*

*Dairy Council of California, Communications Manager – 2002-2004*

*Latimer Burch Public Relations, Account Executive - 1996-97*

*Prima Publishing – Publicity Coordinator - 1994-95*

### Education

California State University, Chico-Bachelor of Arts, English 1994

California State University, Chico-Technical Writing Certificate Program 1994

Regular participation in industry related webinars, seminars and conventions

### Sample Clients

San Andreas Sanitary District Utility Rates, Construction, Community Outreach Consultant

Merced Irrigation-Urban GSA Regulatory Fee and Community Outreach Consultant

Carson City Transportation Funding Plan and Community Outreach

Gold Mountain CSD Utility Rates and Community Outreach

Linden County Water District Utility Rates and Community Outreach

Donner Summit PUD Utility Rates and Community Outreach

Salinas Valley Basin GSA Regulatory Fee and Community Outreach



## Project Budget

The proposed budget is based on an 8-month period October 2022 through May 2023. Should the voting by ballot not take place in Spring 2023, LESSG may request RollinsPR Consulting to extend services. Additional budget, if needed, and outreach efforts will be evaluated prior to May 2023.

## Terms

- 1) This is a not-to-exceed budget. Any additional, unanticipated costs will only be billed with prior client approval.
- 2) RollinsPR Consulting reserves the right to move budget between tasks as needed so long as the total budget is not exceeded.
- 3) Only hours incurred will be billed.
- 4) Budget is for an 8-month time table. Should the project extend into November 2023, LESSG and RollinsPR Consulting will review budget remaining and tasks to be completed.
- 5) Materials Direct costs are based on (4) 3,500 printed newsletters, mailing and first-class postage.
- 6) Workshop materials are based on (2) 3,500 printed over-sized postcards to announce meeting dates, mailing and first-class postage; (25) community posters; handouts (agendas, fact sheets, other materials)
- 6) Direct Costs are best estimates. Additional costs will be approved by the client. There is no mark-up on direct costs.

# LESSG Budget – New Fire District

LESSG New Fire District						
Public Outreach						
	2022/23 Rates:	\$125	\$70	\$40	\$80	
Tasks	Total Hours	Principal	Assistant	Travel	Graphic Design	Total Fees
1.1 Project Identity	4	2			2	\$ 410
1.2 Key Messages	4	4				\$ 500
1.3 Interested Parties Engagement	7	7				\$ 875
1.4 Outreach Materials Content (4 newsletters, fact sheet)	24	14			10	\$ 2,550
1.5 Community Workshops (5) - Planning, materials, attendance	42	12	5	25		\$ 2,850
1.6 Website	10	10				\$ 1,250
1.7 Social Media	16	16				\$ 2,000
1.8 Media Relations	14	14				\$ 1,750
2.0 Outreach Management (8-month project)	8	8				\$ 1,000
	-				-	
<b>FEES SUBTOTAL</b>	<b>129</b>	<b>87</b>	<b>5</b>	<b>25</b>	<b>12</b>	<b>\$13,185</b>
Spanish-language Translation						\$1,000.00
Outreach materials (4 pieces)						\$11,000.00
Workshop materials (Postcard Announcements, Community Posters)						\$5,000.00
<b>DIRECT COST SUBTOTAL</b>	<b>-</b>					<b>\$ 17,000</b>
<b>GRAND TOTAL</b>	<b>129</b>	<b>87</b>	<b>5</b>	<b>25</b>	<b>12</b>	<b>\$ 30,185</b>

## CITY COUNCIL AGENDA STAFF REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Jon Kennedy, Interim City Manager

**MEETING:** November 15, 2022

**SUBJECT:** 2023 Refuse Collection Rate Increase

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### BACKGROUND

Under the revised and amended franchise agreement between the City of Portola and Intermountain Disposal Company, the company is entitled to an annual rate adjustment for changes in the cost of doing business, consistent with Section 5.3 of the agreement.

The adjustment for increases of the cost of doing business is based on U.S. Bureau of Labor Statistics and the U.S. Energy Information Administration data for consumer indices and fuel price changes over a one-year period (August 2021 to August 2022). Specifically, the two Federal agency statistics used to calculate the annual increase are:

- Bureau of Labor Statistics Consumer Price Index for All West Urban Consumers, Non-Seasonally Adjusted; and
- Energy Information Administration California No. 2 Diesel Retail Prices.

A year ago, the calculated CPI/Fuel increase was 7.72%. The rate increase was capped at 5.0% for 2022, per Section 5.3 of the franchise agreement (see below). The remaining 2.72% of the CPI/Fuel increase was rolled-over to the 2023 rate increase.

#### Section 5.3 (in part)

*In the event the change in the rate increase, under the above formula, is greater than five percent (5%) in any given Rate Year, then the percentage increase in excess of the five percent (5%) shall be carried over to the next Rate Year, subject to the five percent maximum annual increase.*

*Company may petition City for a waiver of the Rate adjustment 5% cap if the calculated increase exceeds 5% annually for two consecutive years. No Rate increase pursuant to this Section 5.3 shall be effective until, and unless, Company provides the City sixty (60) day written notice of its intent to exercise its right to an annual Rate increase and after compliance with Proposition 218, provided there has been an insufficient protest to prohibit an increase in Rates.*

Staff calculated the refuse collection rate increase for 2023 at 11.59%, using August 2021 to August 2022 federal data. The roll-over from the last rate increase is 2.72%. The combined increase would be 14.31%. The city's calculations and 2023 rate sheets are attached.

Intermountain Disposal is petitioning the Portola City Council for a waiver of the 5.0% rate cap. A document provided by IMD in support of the waiver request is attached.

### **Transfer Station Fee Increase**

The Plumas County Board of Supervisors approved a fee increase of 8.91% at the Delleker Transfer Station, effective July 5, 2022. In the attachment provided by IMD, an additional increase of the 2023 refuse collection rates of 2.54% is requested.

The last increase of disposal fees at the Delleker Transfer Station was in 2019. In conjunction with IMD's request to raise refuse collection fees in Portola for that transfer station increase, City staff requested, and received, a complete copy of the company's latest compiled financial statement. Review of IMD's full financial statement by staff allowed us to provide a statement to the city council that the rate increase request in 2019 for the rise in transfer station fees appeared to be true and correct.

In the attached document provided by IMD, a portion of the company's latest financial statement is reproduced. City staff requested IMD provide a complete financial statement – as was done in 2019 – however the company declined to issue the statement. As such, city staff cannot state the proposed increase of 2.54% of refuse collection rates for the rise in transfer station fees is true and correct.

IMD is also requesting that an additional 1.25% be added to refuse collection fee increase for the period of July 5 to December 31, 2022 due to the rise in transfer station fees. However, staff disagrees with the calculation to add 1.25% to the refuse collection rate increase.

### **RECOMMENDATION**

Staff recommends that the City Council review the attached information and receive testimony from Intermountain Disposal in support of their request to waive the 5% cap on 2023 refuse collection fees in Portola.

The City Council has the following options:

- Approve IMD's request for a waiver that would increase 2023 refuse collection fees 16.85% (11.59% of CPI/Diesel Fuel increases + 2.72% roll-over + 2.54% transfer station fee increase).
- Deny the waiver request and cap the 2023 rate increase at 5.0%.
- Approve a 2023 rate increase somewhere between 5.0% and 16.85%.

Upon direction from the City Council, staff and IMD will commence the Proposition 218 process to increase 2023 refuse collection fees.

**INTERMOUNTAIN DISPOSAL COMPANY  
ANNUAL ADJUSTMENT OF RATES FOR THE 2023 CALENDAR YEAR (RATE YEAR 6)**

*Annual Rate Adjustment Calculated per Section 5.3 of the Franchise Agreement, as Amended August 25, 2021*

**Rate Adjustment Calculations**

**Adjust for Changes in CPI and Fuel Costs August 2021 through August 2022**

% Increase = 90% Annual Change West Region CPI (Aug/Aug) + 10% Annual Change California Fuel (Aug/Aug)

August 2021 West Urban CPI: 290.393 Data Reference: <https://data.bls.gov/cgi-bin/surveymost?cu>

August 2022 West Urban CPI: 314.013

August 2021 EIA Cal Diesel Fuel: \$4.291 Date Reference: [www.eia.gov/dnav/pet/pet\\_pri\\_gnd\\_dcus\\_sca\\_m .htm](http://www.eia.gov/dnav/pet/pet_pri_gnd_dcus_sca_m.htm)

August 2022 EIA Cal Diesel Fuel: \$6.123

**CPI/Fuel Percent Increase = 11.59%**

**Other Rate Adjustments**

Roll-Over from 2022 Rate Increase **2.72%**

Delleker Transfer Station Increase **2.54%**

**Total Rate Increase Request 16.85%**

**INTERMOUNTAIN DISPOSAL 2023 RATE INCREASE  
RATES EFFECTIVE JANUARY 1, 2023 UPON APPROVAL FROM PORTOLA CITY COUNCIL**

**COMMERCIAL AND RESIDENTIAL CAN RATES  
2023 RATE INCREASE (RATE YEAR 6)**

<b>Item</b>	<b>Current 2022 Monthly Rates</b>	<b>CPI/Diesel Fuel Increase (11.59%)</b>	<b>Roll-Over From 2022 Increase (2.72%)</b>	<b>Transfer Station Rate Increase (2.54%)</b>	<b>Total Requested 2023 Rates</b>
<b><i>Wastecarts</i></b>					
32 Gallon Cart	\$13.13	\$1.52	\$0.36	\$0.33	\$15.35
64 Gallon Cart	\$17.85	\$2.07	\$0.49	\$0.45	\$20.86
96 Gallon Cart	\$22.60	\$2.62	\$0.61	\$0.57	\$26.41
<b><i>Replace Carts</i></b>					
32 Gallon Cart	\$66.43	\$7.70	\$1.81	\$0.00	\$75.94
64 Gallon Cart	\$75.30	\$8.73	\$2.05	\$0.00	\$86.07
96 Gallon Cart	\$93.01	\$10.78	\$2.53	\$0.00	\$106.32
<b><i>Recycling Service</i></b>					
64 Gallon Cart	\$4.63	\$0.54	\$0.13	\$0.00	\$5.30
<b><i>Green Waste Service</i></b>					
96 Gallon Cart	\$14.29	\$1.66	\$0.39	\$0.00	\$16.34
<b><i>Extra Services</i></b>					
New Service & Reinstatement Fee	\$7.39	\$0.86	\$0.20	\$0.00	\$8.45
Backyard Collection	\$7.40	\$0.86	\$0.20	\$0.00	\$8.45
Car Tire	\$4.69	\$0.54	\$0.13	\$0.00	\$5.36
Truck Tire	\$9.55	\$1.11	\$0.26	\$0.00	\$10.92
Appliances	\$22.49	\$2.61	\$0.61	\$0.00	\$25.71
Mattress/Box Spring	\$44.88	\$5.20	\$1.22	\$0.00	\$51.31
Waste Cart Delivery	\$13.31	\$1.54	\$0.36	\$0.00	\$15.22
One-Time Collection, Up to Four Cans	\$22.26	\$2.58	\$0.61	\$0.57	\$26.01
Returned Check Fee	\$46.34	\$5.37	\$1.26	\$0.00	\$52.97

**INTERMOUNTAIN DISPOSAL 2023 RATE INCREASE**  
**RATES EFFECTIVE JANUARY 1, 2023 UPON APPROVAL FROM PORTOLA CITY COUNCIL**

**COMMERCIAL BIN SERVICE RATES**  
**2023 RATE INCREASE (RATE YEAR 6)**

Item	Pick-ups Per Week	Current 2022 Monthly Rates	CPI/Diesel Fuel Increase (11.59%)	Roll-Over From 2022 Increase (2.72%)	Transfer Station Rate Increase (2.54%)	Total Requested 2023 Rates
<b>Bin Size</b>						
1 CY	1x	\$57.92	\$6.71	\$1.58	\$1.47	\$67.68
	2x	\$115.75	\$13.42	\$3.15	\$2.94	\$135.25
	3x	\$173.48	\$20.11	\$4.72	\$4.41	\$202.72
1.5 Cy	1x	\$87.18	\$10.10	\$2.37	\$2.21	\$101.87
	2x	\$174.25	\$20.20	\$4.74	\$4.43	\$203.61
	3x	\$261.32	\$30.29	\$7.11	\$6.64	\$305.35
2 CY	1x	\$128.69	\$14.91	\$3.50	\$3.27	\$150.37
	2x	\$257.27	\$29.82	\$7.00	\$6.53	\$300.62
	3x	\$385.83	\$44.72	\$10.49	\$9.80	\$450.84
3 CY	1x	\$217.33	\$25.19	\$5.91	\$5.52	\$253.95
	2x	\$434.52	\$50.36	\$11.82	\$11.04	\$507.74
4 CY	1x	\$231.32	\$26.81	\$6.29	\$5.88	\$270.30
	2x	\$462.54	\$53.61	\$12.58	\$11.75	\$540.48
5 CY	1x	\$289.11	\$33.51	\$7.86	\$7.34	\$337.83
	2x	\$578.09	\$67.00	\$15.72	\$14.68	\$675.50
6 CY	1x	\$359.88	\$41.71	\$9.79	\$9.14	\$420.52
	2x	\$719.64	\$83.41	\$19.57	\$18.28	\$840.90
8 CY	1x	\$506.30	\$58.68	\$13.77	\$12.86	\$591.61
	2x	\$1,012.46	\$117.34	\$27.54	\$25.72	\$1,183.06
<b>Extra Services</b>						
New Service & Reinstatement Fee		\$7.39	\$0.86	\$0.20	\$0.00	\$8.45
Extra Yardage		\$14.97	\$1.74	\$0.41	\$0.38	\$17.50
Extra Cans		\$5.71	\$0.66	\$0.16	\$0.15	\$6.67
Container Delivery		\$50.20	\$5.82	\$1.37	\$0.00	\$57.38
Container Relocation		\$25.08	\$2.91	\$0.68	\$0.00	\$28.67
Weekly Rental Charge						
1 CY		\$9.24	\$1.07	\$0.25	\$0.00	\$10.56
1.5 CY		\$13.89	\$1.61	\$0.38	\$0.00	\$15.88
2 CY		\$20.45	\$2.37	\$0.56	\$0.00	\$23.38
3 Cy		\$34.62	\$4.01	\$0.94	\$0.00	\$39.57
4 CY		\$36.71	\$4.25	\$1.00	\$0.00	\$41.96
5 Cy		\$46.07	\$5.34	\$1.25	\$0.00	\$52.67
Car Tire		\$4.69	\$0.54	\$0.13	\$0.00	\$5.36
Truck Tire		\$9.55	\$1.11	\$0.26	\$0.00	\$10.92
Return Charge		\$11.08	\$1.28	\$0.30	\$0.00	\$12.67
Off-Day Collection		\$22.15	\$2.57	\$0.60	\$0.00	\$25.32
Bear-Resistant Bin		\$18.96	\$2.20	\$0.52	\$0.00	\$21.67
Bin Unlock/Lock		\$36.04	\$4.18	\$0.98	\$0.00	\$41.20
Bin Repair Per Hour		\$66.93	\$7.76	\$1.82	\$0.00	\$76.51

INTERMOUNTAIN DISPOSAL 2023 RATE INCREASE  
RATES EFFECTIVE JANUARY 1, 2023 UPON APPROVAL FROM PORTOLA CITY COUNCIL

ROLL-OFF BOX RATES  
2023 RATE INCREASE(RATE YEAR 6)

	ROLL-OFF BOXES					Delivery Charge			
	Current 2022 Rates	CPI/Diesel Fuel Increase (11.59%)	Roll-Over From 2022 Increase (2.72%)	Transfer Station Rate Increase (2.54%)	Total Requested 2023 Rates	Current 2022 Rates	CPI/Diesel Fuel Increase (11.59%)	Roll-Over From 2022 Increase (2.72%)	Total Requested 2023 Rates
<b>Box Size</b>									
10 CY	\$280.15	\$32.47	\$7.62	\$7.12	\$327.36	\$48.98	\$5.68	\$1.33	\$55.99
12 CY	\$349.53	\$40.51	\$9.51	\$8.88	\$408.43	\$48.98	\$5.68	\$1.33	\$55.99
20 CY	\$485.62	\$56.28	\$13.21	\$12.33	\$567.44	\$48.98	\$5.68	\$1.33	\$55.99
25 CY	\$585.14	\$67.82	\$15.92	\$14.86	\$683.74	\$48.98	\$5.68	\$1.33	\$55.99
30 CY	\$713.14	\$82.65	\$19.40	\$18.11	\$833.30	\$48.98	\$5.68	\$1.33	\$55.99
40 CY	\$968.78	\$112.28	\$26.35	\$24.61	\$1,132.02	\$48.98	\$5.68	\$1.33	\$55.99
<b>Demurrage Charge</b>									
Daily	\$14.83	\$1.72	\$0.40	\$0.00	\$16.95				
Weekly	\$43.26	\$5.01	\$1.18	\$0.00	\$49.45				
<b>Extra Services</b>									
Off-Day Relocation, Per Hour	\$96.91	\$11.23	\$2.64	\$0.00	\$110.77				
Overweight Per ton (>8Tons)	\$86.04	\$9.97	\$2.34	\$2.19	\$100.54				
Standby Monday- Friday, Per Hour	\$93.82	\$10.87	\$2.55	\$0.00	\$107.24				
Standby Off Hours, Per Hour	\$145.36	\$16.85	\$3.95	\$0.00	\$166.16				





Accounting  
Associates, LLP

Jeff Vathayanon, CPA  
Paul Tibma, CPA  
Jason Reecy, CPA/ABV

Certified Public Accountants

October 11, 2022

To the Board of Directors and Stockholders  
Intermountain Disposal, Inc.  
185 N Beckwith Street  
Portola, California 96122

RE: City of Portola Refuse Rate Index (RRI) Adjustment

Dear Ricky and Candy,

Enclosed herein is our calculation of the refuse rate index (RRI) adjustment for the City of Portola Disposal effective January 1, 2023. The rate increase has been calculated based on Section 5 of the Franchise Agreement.

Sincerely,

A handwritten signature in black ink that reads "Hollie Rose".

Hollie Rose, CPA  
VT Accounting Associates, LLP

**City of Portola Disposal  
Refuse Rate Index (RRI) Adjustment**

**Effective January 1, 2023**

**CITY OF PORTOLA DISPOSAL  
ANNUAL ADJUSTMENT OF RATES FOR THE 2023 CALENDAR YEAR**

Reference Section 5.3 of the Franchise Agreement, amended August 25, 2021

**RRI Calculation**

Adjust for changes in CPI and Fuel Costs (August through August 2022)

% Increase = 90% Annual Change West Region CPI (Aug/Aug) + 10% Annual Change in California Fuel (Aug/Aug)

August 2021 West Urban CPI:	290.393
August 2022 West Urban CPI:	314.013
% Change	8.13%
@ 90%	7.32%
August 2021 EIA CA Diesel Fuel:	4.291
August 2022 EIA CA Diesel Fuel:	6.123
% Change	42.69%
@ 10%	4.27%
CPI/Fuel RRI Adjustment:	11.59%
Rate increase carryover (Prior Year)	2.72% {a}
Pass-through costs (Tipping Fee: Annual 2023)	2.54% {b}
Pass-through costs (Tipping Fee: Mid-Year 2022)	<u>1.25%</u> {b}
<b>Total RRI Adjustment</b>	<b><u>18.10%</u></b>

{a} Per Section 5.3 of the Franchise Agreement, in the event the rate increase is greater than 5% in any given year, then the percentage increase in excess of 5% shall be carried over to the next rate year, subject to the 5% maximum annual increase. However, the Company may petition the City for a waiver of the rate adjustment 5% cap if the calculated increase exceed 5% annually for two consecutive years. As the current year RRI calculation marks the second consecutive year exceeding a 5% increase, the Company is petitioning the full rate increase effective 1/1/23.

{b} Per Section 5.5 of the Franchise Agreement, the Company shall be entitled to petition the Portola City Council for rate increases based on increases in the cost of doing business for costs other than those normally associated with the Consumer Price Index and California Diesel Retail Sales costs. Please see attached documentation for cost increases related to tipping fees beginning July 5, 2022.

**CPI for All Urban Consumers (CPI-U)**  
**Original Data Value**

**Series Id:** CUUR0400SA0  
**Not Seasonally Adjusted**  
**Series Title:** All items in West urban, all urban consumers, not  
**Area:** West  
**Item:** All items  
**Base Period:** 1982-84=100  
**Years:** 2012 to 2022

<https://data.bls.gov/pdq/SurveyOutputServlet>

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
2012	228.980	229.995	232.039	232.561	233.053	232.701	231.893	233.001	234.083	234.966	233.206	232.029	232.376
2013	232.759	234.595	235.511	235.488	235.979	236.227	236.341	236.591	237.146	237.000	236.153	236.096	235.824
2014	236.707	237.614	239.092	239.808	241.350	241.616	241.850	241.660	241.920	241.650	240.220	239.095	240.215
2015	238.318	239.748	241.690	242.302	244.227	244.332	245.040	244.737	244.257	244.341	243.749	243.434	243.015
2016	244.600	244.821	245.404	246.589	247.855	248.228	248.375	248.498	249.234	249.897	249.448	249.516	247.705
2017	250.814	252.252	252.949	253.806	254.380	254.469	254.708	255.282	256.504	257.223	257.126	257.347	254.738
2018	258.638	259.986	260.994	262.037	263.240	263.732	263.971	264.395	265.105	266.195	265.658	265.209	263.263
2019	265.624	266.215	267.370	269.522	270.880	270.957	271.029	271.264	272.102	273.524	273.128	272.584	270.350
2020	273.340	274.412	273.995	272.913	273.062	274.155	275.597	276.443	276.422	276.876	276.875	276.593	275.057
2021	277.238	278.702	280.625	283.507	285.793	288.263	289.863	290.393	291.053	293.397	294.986	296.102	287.494
2022	298.705	301.158	305.082	307.145	309.645	313.496	313.951	314.013					

August to August 8.13%

### California No 2 Diesel Ultra Low Sulfur (0-15 ppm) Retail Prices (Dollars per Gallon)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>2007</b>		2.886	2.885	2.985	2.964	3.019	3.123	3.049	3.024	3.267	3.608	3.475
<b>2008</b>	3.423	3.488	4.014	4.265	4.673	4.968	4.965	4.542	4.087	3.568	2.832	2.345
<b>2009</b>	2.297	2.26	2.139	2.336	2.354	2.697	2.734	2.85	2.837	2.856	2.962	2.913
<b>2010</b>	2.997	2.938	3.058	3.206	3.205	3.102	3.124	3.164	3.144	3.214	3.305	3.408
<b>2011</b>	3.56	3.804	4.187	4.4	4.362	4.213	4.106	4.009	4.057	4.059	4.245	4.095
<b>2012</b>	4.103	4.251	4.474	4.419	4.316	4.027	3.917	4.24	4.456	4.376	4.17	4.076
<b>2013</b>	4.083	4.325	4.245	4.134	4.04	4.023	4.068	4.138	4.209	4.134	4.048	4.073
<b>2014</b>	4.082	4.084	4.092	4.089	4.119	4.101	4.11	4.085	4.054	3.938	3.813	3.542
<b>2015</b>	3.212	3.11	3.182	3.098	3.254	3.192	3.115	2.935	2.85	2.814	2.768	2.644
<b>2016</b>	2.526	2.335	2.387	2.459	2.636	2.782	2.785	2.722	2.749	2.817	2.82	2.851
<b>2017</b>	2.932	2.957	2.935	2.938	2.922	2.895	2.876	2.959	3.168	3.172	3.587	3.559
<b>2018</b>	3.639	3.68	3.654	3.773	3.941	3.982	3.957	3.94	3.973	4.086	4.018	3.858
<b>2019</b>	3.753	3.734	3.789	3.953	4.128	4.035	3.949	3.906	3.923	3.985	4.003	3.902
<b>2020</b>	3.873	3.787	3.601	3.283	3.182	3.216	3.254	3.263	3.259	3.246	3.25	3.356
<b>2021</b>	3.439	3.607	3.931	3.98	4.024	4.095	4.195	4.291	4.324	4.481	4.745	4.776
<b>2022</b>	4.803	5.018	6.133	6.26	6.479	6.874	6.587	6.123	6.149			

[https://www.eia.gov/dnav/pet/hist/LeafHandler.ashx?n=pet&s=emd\\_epd2dxl0\\_pte\\_sca\\_dpg&f=m](https://www.eia.gov/dnav/pet/hist/LeafHandler.ashx?n=pet&s=emd_epd2dxl0_pte_sca_dpg&f=m)

August to August 42.69%

**PURPOSE:** Calculate revenue adjustment at Delleker Transfer Station for City of Portola Commercial, Residential and Roll-Off, due to adjustment in dump fees.

**BACKGROUND:** On July 5, 2022 tip rates per ton for MSW was increased from \$86.77 to \$94.50 at Delleker Transfer Station.

Tip Rate:		
Previous	\$	86.77
New	\$	94.50
Change	\$	7.73
% Change		8.91%

City of Portola select Revenues and Expenses from December 31, 2021 Compiled Financial Statements

		<u>2021</u>
Revenue		
Commercial	\$	249,906
Residential		154,784
Roll-Off		58,387
Total Revenue	\$	463,077
Dump Fees	\$	132,054
Increase in Dump Fees Expense:		
Dump Fees	\$	132,054
Tip Rate Change		8.91%
Dump Fee Increase	\$	11,764
Required Revenue Adjustment:		
Total Revenue	\$	463,077
Dump Fee Increase	\$	11,764
Revenue Adjustment		2.54%

Purpose of this calculation is to compensate the company for the change in tip fees from the period 7/5/22 to 1/1/23 when the rates are implemented.

7/5/2022	
12/31/2022	
179	
365	
49%	1.25%

## **CITY COUNCIL AGENDA STAFF REPORT**

**DATE:**       **November 11, 2022**

**TO:**           Honorable Mayor and Members of the City Council

**FROM:**       Jon Kennedy, City Manager and Susan Scarlett, Finance Officer

**MEETING:**   **November 15, 2022**

**SUBJECT:**   Application to purchase tax-defaulted property from Plumas County with use of ARPA funds.

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The properties being discussed have been a health and safety issue for City staff for years. Early in 2022 staff contacted the Treasurer-Tax Collector to discuss the possible purchase of these tax defaulted properties for a public purpose. During this process the State and Local Fiscal Recovery Funds (ARPA) were considered as a possibility to purchase these properties. In reviewing the final rules on the funds, the purchase of these properties is a consistent and appropriate use.

In order to move forward the City Council needs to approve the Application to Purchase Tax-Defaulted Property from the County which will then go to the Board of Supervisors for approval. Attached is a Memo from Julie White the Treasurer-Tax Collector, the Application from the County. The application covers 23 properties and could be obtained for as low as \$20,000, all dependent upon Board of Supervisor approval and final accounting by Tax Collector's office. One potential use for the property could be to promote housing.

Staff recommendation: Approve the Application to Purchase Tax-Defaulted Property from Plumas County and authorize the Interim City Manager to execute the application.




Julie A. White  
PLUMAS COUNTY TREASURER - TAX COLLECTOR - COLLECTIONS ADMINISTRATION

P.O. Box 176 • Quincy, CA 95971-0176 •  
E-mail: pctic@countyofplumas.com  
(530) 283 - 6260

Kelsey Hostetter, Assistant Treasurer-Tax Collector  
(530) 283 - 6259

DATE: November 8, 2022

TO: Susan Scarlett  
City of Portola

FROM: Julie A. White   
Plumas County Treasurer-Tax Collector

SUBJECT: La Jolla Loans, Inc. – Proposed Chapter 8 Tax Sale

The parcels assessed to La Jolla Loans Inc. became tax default for non-payment of taxes July 1<sup>st</sup>, 2009. When default taxes are not paid for 5 years, the property becomes Subject to Sale by the Plumas County Tax Collector. The Notice to Sell Tax-Defaulted Property was recorded October 1<sup>st</sup>, 2014 as public record and re-recorded to amend the legal descriptions July 30<sup>th</sup>, 2019. The legal descriptions provided by the Assessor's office on the original Notice of Power to Sell included all the parcels included in a prior recorded foreclosure document transferring title. Later deemed to be incorrect by the Assessor's office and amended to be parcel specific on the Notice.

The parcels were offered and not sold in the 2015 tax sale and not sold at re-offer. Revenue and Taxation code states the bid will be set at taxes owed by the tax collector and if the property does not sell the tax collector has the authority to lower the bid to attract bidding. The bids for this sale were set at taxes owed and when they did not sell the bids were cut in half. Unfortunately, La Jolla Loans Inc. did not notify Plumas County that they were in bankruptcy. The properties could no longer be offered at auction until the bankruptcy was discharged. The bankruptcy was terminated March 1<sup>st</sup>, 2019 according to PACER a US Court case locator. The parcels were offered again in the May, 2019 sale with a taxes owed bid set and they did not sell. The bids were cut in half and re-offered and did not sell. The properties were again approved by the Board of Supervisors to be sold at the October, 2021 tax sale with the 2019 re-offer bids cut in half, however the properties were removed from the sale due to the Parties of Interest notices not being able to be sent timely. Part of a sale process is that all Parties of Interest are notified by certified mail that the property is tax default and going to auction.

When the City contacted me regarding possibly purchasing these parcels in a Chapter 8 sale, I quoted the bids approved by the Board of Supervisors for the October, 2021 sale. Revenue & Taxation code 3793.1 (b) authorizes this; *"if the property or property interests have been offered for sale under the provisions of Chapter 7 (commencing with Section 3691) at least once and no acceptable bids therefor have been received, the tax collector may, in his or her discretion and with the approval of the board of supervisors, offer that property or those interests at a minimum price that the tax collector deems appropriate."* With regard to the difference in the tax default amount due and the lower minimum bid, the County has a Tax Loss Reserve fund that is used to make up the difference in a lowered bid and the amount actually due. Therefore, entities are made whole when taxes are apportioned.

I have included the amended Power to Sells and parcel maps of the subject parcels. Please let me know what further questions you have.

Thank you.



## Application to Purchase Tax-Defaulted Property from County

This application must be completed by an eligible purchasing entity to commence purchase of tax-defaulted property by agreement sale from the county under applicable provisions of the California Revenue and Taxation Code. Complete the following sections and supply supporting documentation. Completion of this application does not guarantee purchase approval.

### **A. Purchaser Information**

1. Name of Organization: City of Portola
2. Corporate Structure – check the appropriate box below and provide the corresponding information:
  - Nonprofit Organization– provide Articles of Incorporation
  - Public Agency – provide Mission Statement (if redevelopment agency or special district, provide jurisdiction map)

### **B. Purchasing Information**

Determine which category the parcel falls under and then check the appropriate box as it relates to the purchasing entity's corporate structure and the intended use of the parcel: (**Note: From the six choices below, check only one**)

Category A: Parcel is currently scheduled for a Chapter 7 tax sale

- Purchase by tax agency/revenue district to preserve its lien
- Purchase by State, county, revenue district, special district, or redevelopment agency for public purpose
- Purchase by nonprofit for low-income housing or to preserve open space

Category B: Parcel is *not* currently scheduled for a Chapter 7 tax sale

- Purchase by taxing agency for public purpose
- Purchase by State, county, revenue district, special district, or redevelopment agency for public purpose
- Purchase by nonprofit for low-income housing or to preserve open space

### **C. Property Detail**

Provide the following information. (If more space is needed exhibits may be attached.)

1. County where the parcel(s) is located: Plumas County
2. List each parcel by Assessor's Parcel Number: See Attached Exhibit "A"
3. State the purpose and intended use for *each* parcel:  
\_\_\_\_\_

### **D. Acknowledgement Detail**

Provide the signature of the purchasing entity's authorized officer

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

AGF-2 (SCO 8-16)

**EXHIBIT "A"**  
**CHAPTER 8 AGREEMENT SALE OF TAX DEFAULTED PROPERTY**

**BOARD OF SUPERVISORS EXHIBIT "A"**  
**REQUEST APPROVAL AUGUST 10, 2021**

<b>ASSESSOR'S PARCEL NUMBER</b>	<b>ASSESSED OWNER/PROPERTY ADDRESS</b>	<b>MINIMUM BID</b>
<b>GROUP 1 - 6 PARCELS</b>		
125-196-005-000	LA JOLLA LOANS INC A CA CORP	\$ 4,800.00
125-196-006-000	LA JOLLA LOANS INC A CA CORP	
125-196-007-000	LA JOLLA LOANS INC A CA CORP	
125-196-008-000	LA JOLLA LOANS INC A CA CORP	
125-196-009-000	LA JOLLA LOANS INC A CA CORP	
125-196-010-000	LA JOLLA LOANS INC A CA CORP CITY OF PORTOLA	
<b>GROUP 2 - 2 PARCELS</b>		
125-221-001-000	LA JOLLA LOANS INC A CA CORP	\$ 1,922.00
125-221-004-000	LA JOLLA LOANS INC A CA CORP CITY OF PORTOLA	
<b>GROUP 3 - 12 PARCELS</b>		
125-222-005-000	LA JOLLA LOANS INC A CA CORP	\$ 9,478.00
125-222-006-000	LA JOLLA LOANS INC A CA CORP	
125-222-007-000	LA JOLLA LOANS INC A CA CORP	
125-222-008-000	LA JOLLA LOANS INC A CA CORP	
125-222-009-000	LA JOLLA LOANS INC A CA CORP	
125-222-010-000	LA JOLLA LOANS INC A CA CORP	
125-222-011-000	LA JOLLA LOANS INC A CA CORP	
125-222-012-000	LA JOLLA LOANS INC A CA CORP	
125-222-013-000	LA JOLLA LOANS INC A CA CORP	
125-222-014-000	LA JOLLA LOANS INC A CA CORP	
125-222-015-000	LA JOLLA LOANS INC A CA CORP	
125-222-016-000	LA JOLLA LOANS INC A CA CORP CITY OF PORTOLA	
<b>GROUP 4 - 3 PARCELS</b>		
125-223-010-000	LA JOLLA LOANS INC A CA CORP	\$ 2,450.00
125-223-011-000	LA JOLLA LOANS INC A CA CORP	
125-223-012-000	LA JOLLA LOANS INC A CA CORP CITY OF PORTOLA	

**State of California**

**REVENUE AND TAXATION CODE**

**Section 3793.1**

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3793.1. (a) The sales price of any property sold under this article shall include, at a minimum, the amounts of all of the following:

- (1) All defaulted taxes and assessments, and all associated penalties and costs.
- (2) Redemption penalties and fees incurred through the month of the sale.
- (3) All costs of the sale.
- (4) The outstanding balance of any property tax postponement loan.

(b) If the property or property interests have been offered for sale under the provisions of Chapter 7 (commencing with Section 3691) at least once and no acceptable bids therefor have been received, the tax collector may, in his or her discretion and with the approval of the board of supervisors, offer that property or those interests at a minimum price that the tax collector deems appropriate.

(c) The board of supervisors may permit a nonprofit organization to purchase property or property interests by way of installment payments.

(d) For purposes of this section, the “outstanding balance of any property tax postponement loan” is the sum of the following:

- (1) The tax payments made by the State Controller’s office on behalf of the claimant in the Property Tax Postponement Program.
- (2) Accrued interest pursuant to Section 16183 of the Government Code, subject to Sections 20644 and 20644.5.
- (3) Other associated fees and penalties as deemed appropriate by law.
- (4) Less any payments already made on the property tax postponement loan.

(Amended by Stats. 2014, Ch. 703, Sec. 24. (AB 2231) Effective September 28, 2014.)



## **BOARD OF SUPERVISORS**

Dwight Ceresola, Vice Chair 1<sup>st</sup> District  
Kevin Goss, 2<sup>nd</sup> District  
Sharon Thrall, 3<sup>rd</sup> District  
Greg Hagwood, 4<sup>th</sup> District  
Jeff Engel, Chair 5<sup>th</sup> District

### **MEETING MINUTES**

**ADJOURNED REGULAR MEETING OF THE BOARD OF SUPERVISORS  
COUNTY OF PLUMAS, STATE OF CALIFORNIA  
HELD IN QUINCY ON AUGUST 10, 2021**

### **STANDING ORDERS**

Due to the Coronavirus disease (COVID-19) Public Health Emergency, dated March 16, 2020, the County of Plumas is making several changes related to Board of Supervisors meetings to protect the public's health and prevent the disease from spreading locally.

California Governor Gavin Newsom issued Executive Order N-29-20 on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic.

Pursuant to the Executive Order, and the Governor's temporary partial exemptions to the Brown Act, and to maintain the orderly conduct of the meeting, the County of Plumas members of the Board of Supervisors may attend the meeting via teleconference or phone conference and participate in the meeting to the same extent as if they were physically present. Due to the Governor's temporary, partial exemption to the Brown Act, the Boardroom will be open to the public but subject to social distancing requirements, which limit the number of people that may enter to 25% of room capacity. Those that wish to attend the Board meeting, will be required to wear a face covering, as required by the local Public Health Officer order. The public may participate as follows:

#### **Live Stream of Meeting**

Members of the public who wish to watch the meeting, are encouraged to view it **LIVE ONLINE**

#### **ZOOM Participation**

The Plumas County Board of Supervisors meeting is accessible for public comment via live streaming at: <https://zoom.us/j/94875867850?pwd=SGISeGpLVG9wQWtRSnNUM25mczlvZz09> or by phone at: Phone Number 1-669-900-9128; Meeting ID: 948 7586 7850. Passcode: 261352

### Public Comment Opportunity/Written Comment

Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting. Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address [Public@countyofplumas.com](mailto:Public@countyofplumas.com)

10:00 A.M.

### CALL TO ORDER/ROLL CALL

#### **Roll Call.**

**Present:** Supervisor Hagwood, Supervisor Goss, Supervisor Ceresola, Supervisor Engel,

**Absent:** Supervisor Thrall.

### PLEDGE OF ALLEGIANCE

Julie Hagwood lead the Pledge of Allegiance.

### ADDITIONS TO OR DELETIONS FROM THE AGENDA

None

### PUBLIC COMMENT OPPORTUNITY

Pastor George offered prayer

- Ross Morgan spoke regarding an endeavor (Community Group) that he is involved in called "Labor of Love"
- Tonya Sherman spoke regarding her concerns for the Dixie Fire evacuees.
- Julie Hagwood thanked those who set up and were involved in the efforts put fourth at the LAC, and her hope that survivors of the Dixie Fire would be treated with compassion and dignity.
- Rose spoke regarding concerns related to the Dixie Fire.

### DEPARTMENT HEAD ANNOUNCEMENTS / REPORTS

- Marcy DeMartile - gave a brief report regarding the Governor Recall Election and evacuee accommodations in place. Also discussed the upcoming District Elections and how the fire will effect this.
- Sheriff Todd Johns spoke regarding Dixie Fire and had the US Department of Forestry Incident Command team accompany him to gave a brief status report on the Dixie Fire

### ACTION AGENDA

1.  PUBLIC HEALTH AGENCY – Dr. Dana Loomis  
Report and update on COVID-19; receive report and discussion

2.  CONSENT AGENDA

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

**Motion:** Approve the following consent matters, as submitted, **Action:** Approve, **Moved by** Supervisor Goss, **Seconded by** Supervisor Hagwood.

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

**Yes:** Supervisor Ceresola, Supervisor Engel, Supervisor Goss, Supervisor Hagwood.

**Absent:** Supervisor Thrall.

A. **BEHAVIORAL HEALTH**

- 1) Approve and Authorize the Director of Behavioral Health to sign agreement between Plumas County and Shasta County to participate in a collaborative effort known as the Homeless Management Information system; not to exceed \$10,000.00; approved as to form by County Counsel
- 2) Approve and authorize the Chair to sign Memorandum of Understanding (MOU) between Plumas County and Blue Cross of California Partnership Plan; to describe responsibilities in the delivery of special mental health services to Anthem Members
- 3) Approve and authorize the Chair to sign agreement between Plumas County and Environmental Alternatives (EA) to provide special mental health services, aftercare services to Medi-Cal beneficiaries who have transitioned from Full Service Partnership care services to permanent supportive housing as needed; approved as to form by County Counsel
- 4) Adopt **RESOLUTION** approving the Contract between Plumas County and the Department of Health Care Services, and authorizing the Director of Behavioral Health to sign any documents pertaining to this grant as the Board of Supervisors designee; approved as to form by County Counsel
- 5) Approve and Authorize the Chair to sign Agreement between Plumas County and Environmental Alternatives, to provide mental health and specialty services to qualifying participants; not to exceed \$916,386.00; services are funded through the Mental Health Services Act; approved as to form by County Counsel

B. **PLANNING**


- 1) Approve and authorize Chair to sign Service Agreement between Plumas County and Hinman and Associates Consulting, Inc. for administrative services in support of DWR Proposition 1 Round 1 IRWM Grant Program; not to exceed \$57,500; approved as to form by County Counsel
- 2) Approve and authorize Chair to sign Funding Agreement between Plumas County and Sierraville Public Utility District for DWR Proposition 1 Round 1 IRWM Grant Program, Local Project Sponsor's Project Entitled Alternative Water Source Development; not to exceed \$627,660; approved as to form by County Counsel
- 3) Approve and authorize Chair to sign Second Amendment to Service Agreement between Plumas County and Hinman and Associates Consulting, Inc., for scope of work support services of DWR Disadvantaged Community Involvement Grant Program; not to exceed \$17,460; approved as to form by County Counsel

C. **PUBLIC WORKS/ BECKWOURTH CSA**

- 1) Approve and authorize the Chair to sign Amendment No. 18, to service agreement between Plumas County and Stantec Consulting Services, Inc.; extending the base agreement expiration date by 2 years; approved as to form by County Counsel
- 2) Authorize no contract payments to Jet Plumbing for Emergency repair of Beckwourth CSA sewer pump; Invoice total \$3,334.83

D. **TREASURER – TAX COLLECTOR**

Approve and authorize the County Treasurer/ Tax Collector to offer properties for sale by Public Auction that are (5) five years tax default; in accordance with Chapter 7 of Part 6 of Division 1 of the California Revenue Taxation Code.

3.  **NON-LETHAL PREDATOR CONTROL** – Presentation by Josh Hart, Michelle L. Lute, PhD, and Jessica L. Blome, Greenfire Law, PC

 Adjourn as the Plumas County Board of Supervisors