

November 19, 2024 Tuesday @ 6:00 PM  
**SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**  
**DIRECTORS MEETING AGENDA**

Location: Fire Station 82 @ 102 E Main Street, Sierraville, CA 96126

This meeting will be conducted in person and via video conference. Those who wish to attend via video conferencing should use the following link:

<https://sierracountyfireprotectiondistrictno1-771.my.webex.com/sierracountyfireprotectiondistrictno1-771.my/j.php?MTID=mddde8b46ce168ff8ac4b69f6ae37718d>

Meeting No. 2554 452 4695, Passcode: Sierra

**CALL TO ORDER:**

Roll Call of Directors

{ } Tony Commendatore, Chairperson    { } Thomas Archer    { } Tom Rowson    { } Richard Maddalena  
{ } Candy Hunter    { } Victoria Fisher, Vice Chair    { } Jeff McCollum

Quorum Yes/No

**PUBLIC INTRODUCTION**

**PUBLIC COMMENT:** Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of five minutes.

**CORRESPONDENCE**

**MINUTES APPROVAL:** Approval of the Minutes: 10/15/24

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of October 30, 2024 **H**
2. Approve Bill Payments **H**
3. Update on Financial Audit
4. Discussion with County Tax Collector regarding TOT EMS tracking and reconciliation

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

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention
3. Mutual aid agreement with Beckwourth Peak District

**UNFINISHED BUSINESS:**

1. Sierra County Hazard Mitigation Plan
2. Verdi area tax assessment and analysis
3. Review and approve changes to Volunteer Reimbursement Policy
4. Approval of Enriquez administrative support services contract
5. Discussion regarding Station 84 improvements
6. Sattley Backup Generator Project

**NEW BUSINESS:**

1. Approval of budget for holiday dinner party
2. Discussion regarding potential vacancy/ Board organization

**ANNOUNCEMENTS AND COMMENTS:**

**NEXT SCHEDULED MEETING:** Proposal to move December meeting from December 17th to December 10th *or* for next regular meeting to be held January 21, 2024 at 6:00 pm in Sierraville.

**ADJOURNMENT:**

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

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

October 15, 2024 Tuesday @ 6:00 PM **MINUTES**  
**SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**  
**DIRECTORS MEETING AGENDA**

Location: Fire Station 82 @ 102 E Main Street, Sierraville, CA 96126

This meeting will be conducted in person and via video conference. Those who wish to attend via video conferencing should use the following link:

<https://sierracountyfireprotectiondistrictno1-771.my.webex.com/sierracountyfireprotectiondistrictno1-771.my/j.php?MTID=mddde8b46ce168ff8ac4b69f6ae37718d>

Meeting No. 2554 452 4695, Passcode: Sierra

**CALL TO ORDER: 6:09 pm**

Roll Call of Directors

{X} Tony Commendatore, Chairperson { } Thomas Archer **absent** { X } Tom Rowson { X } Richard Maddalena  
{ X } Candy Hunter { } Victoria Fisher, Vice Chair **absent** { X } Jeff McCollum

Quorum **Yes/No**

**PUBLIC INTRODUCTION: Kelly Champion, Clerk and Mick Connolly, Chief**

**PUBLIC COMMENT:** Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of five minutes.

**None**

**CORRESPONDENCE:**

District response to Mitchell CUP **Chair Commendatore to respond to County Planning Department with considerations regarding response time and emergent need for a comprehensive fire protection plan including response to structure and wildland fire events, evacuation routes, structure protection, water storage and pumping capabilities.**

District thank you to ESFA **Dir. Hunter presented a letter of appreciation to Eastern Sierra Firefighter's Auxiliary for holding the 2024 Tour de Manure fundraiser, reporting the non-profit group raised over \$30,000 to go towards supporting the District.**

**MINUTES APPROVAL:** Approval of the Minutes: 9/24/24 **Dir. Rowson moved to approve, Dir. McCollum seconded. 5 Ayes (Commendatore, Rowson, Maddalena, Hunter, McCollum), 2 Absent (Archer, Fisher) motion passed.**

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of September 24, 2024 **H**
2. Approve Bill Payments **H**  
**The Clerk noted that funds in the operating account were depleted and funds from the Plumas savings account would be transferred to the checking account. No payments received for prepositioning as of this time. Clerk to void bill payment for rolling door service call, invoice to follow for operator replacement. Dir. Rowson moved to approve, Dir. Hunter seconded. 5 Ayes (Commendatore, Rowson, Maddalena, Hunter, McCollum), 2 Absent (Archer, Fisher) motion passed.**

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

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention
3. Mutual aid agreement with Beckwourth Peak District  
**Chief Connolly presented the Chief's report. Still working to get together with Beckwourth Peak chief. Clerk sought direction on vehicle maintenance contract payment.**

## UNFINISHED BUSINESS:

1. Update on air compressor exchange proposal **None**
2. Feedback from SSFRS regarding radio upgrade project **SSFRS declined request for radio purchasing support. Chair to reach out to representatives to further understand the groups support goals.**
3. Discussion regarding Station 84 improvements **Board to continue to gather information on costs and options.**
4. Discussion regarding administrative/purchasing support **Chief Connolly identified the different administrative tasks: F42's and expense reports, reviewing invoices in MARS, NFIRS reports, data maintenance in FireHouse application, Patient Care Reports and supply and equipment purchasing. Directors to consider updating policy to add administrative duties to reimbursement at rate to match paid rate calculated from OES Salary Survey, currently for Chief  $\$34.59 \times 1.5 = \$51.89$  and Firefighter  $\$27.77 \times 1.5 = \$41.66$ . Dir. Rowson to bring back administrative services contract for approval.**

## NEW BUSINESS:

1. Sattley Pump Station Project Update (Jeff) **Dir. McCollum reported the project complete. Dir. Maddalena thanked him, saying that he worked hard on it and did a fine job.**
2. Sattley Backup Generator Project Update (Jeff/Rick) **Dir. Maddalena provided a drawing of the site and the Directors discussed a location to install a backup generator for the facility.**
3. Sierra County Hazard Mitigation Plan (Tony/Tom A/Rick) **The Directors discussed whom would be available to attend the meeting scheduled for 10 am on October 29<sup>th</sup> at the Sierraville School.**
4. Verdi area tax assessment and analysis (Tom R) **Dir. Rowson presented the 2024 Verdi Area Fire Protection Property Tax Analysis report showing deficit spending in 2020 and 2021 and a growing surplus in years 2022 through 2024. It was noted that the contract for services with TMFPD expires at the end of the current fiscal year and the terms for future services were still to be determined.**
5. Purchase of used water tender (determine min. gal. capability) & set parameters for timely purchase (Tom R) **This item was removed from the agenda until District cash-flow improved.**

**ANNOUNCEMENTS AND COMMENTS:** **Dir. Maddalena provided a handout regarding the Tahoe National Forest to receive funding for the Collaborative Wildfire Risk Reduction Program through the Inflation Reduction Act. TNF to partner to reduce wildfire risk and improve forest health on land adjacent to communities.**

**NEXT SCHEDULED MEETING:** November 19, 2024 at 6:00pm in Sierraville

**ADJOURNMENT:** 8:00 pm

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

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

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

Accrual Basis

July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
A · Tax Income	0.00	349,288.00	-349,288.00	0.0%
C · Fire House Rent	0.00	1,200.00	-1,200.00	0.0%
G · Interest Income	5,262.43	12,000.00	-6,737.57	43.9%
H · Donation Income	3,862.00	5,000.00	-1,138.00	77.2%
L · Miscellaneous Income	0.00	200.00	-200.00	0.0%
M · Mitigation Fees	3,065.28	18,000.00	-14,934.72	17.0%
N · Transfer in From Mitigatio...	0.00	1,500.00	-1,500.00	0.0%
O · Transfer In From Carryover	0.00	87,557.00	-87,557.00	0.0%
<b>Total Income</b>	<b>12,189.71</b>	<b>474,745.00</b>	<b>-462,555.29</b>	<b>2.6%</b>
<b>Gross Profit</b>	<b>12,189.71</b>	<b>474,745.00</b>	<b>-462,555.29</b>	<b>2.6%</b>
<b>Expense</b>				
1.0 · General	26,748.82	123,660.00	-96,911.18	21.6%
2.0 · Emergency Medical	1,881.92	20,000.00	-18,118.08	9.4%
3.0 · Communications	39,418.36	38,500.00	918.36	102.4%
4.0 · Fire Protection	111,285.28	154,119.00	-42,833.72	72.2%
5.0 · Insurance	31,144.58	57,950.00	-26,805.42	53.7%
6.0 · Vehicle Repair & Mainte...	14,033.27	27,900.00	-13,866.73	50.3%
7.0 · Utilities	4,182.36	24,000.00	-19,817.64	17.4%
8.0 · Capital Asset/Mitigation ...	0.00	19,520.00	-19,520.00	0.0%
<b>Total Expense</b>	<b>228,694.59</b>	<b>465,649.00</b>	<b>-236,954.41</b>	<b>49.1%</b>
<b>Net Income</b>	<b>-216,504.88</b>	<b>9,096.00</b>	<b>-225,600.88</b>	<b>-2,380.2%</b>

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

Accrual Basis

July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>A · Tax Income</b>				
A.1 · Secured Property Tax	0.00	296,288.00	-296,288.00	0.0%
A.2 · Unsecured Property Tax				
A.2 · Unsecured Property Tax - Other	0.00	0.00	0.00	0.0%
<b>Total A.2 · Unsecured Property Tax</b>	0.00	0.00	0.00	0.0%
A.3 · Verdi/Long Valley Assessment	0.00	18,000.00	-18,000.00	0.0%
A.11 · EMS Transient OccupancyTax	0.00	35,000.00	-35,000.00	0.0%
<b>Total A · Tax Income</b>	0.00	349,288.00	-349,288.00	0.0%
C · Fire House Rent	0.00	1,200.00	-1,200.00	0.0%
G · Interest Income	5,262.43	12,000.00	-6,737.57	43.9%
H · Donation Income	3,862.00	5,000.00	-1,138.00	77.2%
L · Miscellaneous Income	0.00	200.00	-200.00	0.0%
M · Mitigation Fees	3,065.28	18,000.00	-14,934.72	17.0%
N · Transfer in From Mitigation Res	0.00	1,500.00	-1,500.00	0.0%
O · Transfer In From Carryover	0.00	87,557.00	-87,557.00	0.0%
<b>Total Income</b>	12,189.71	474,745.00	-462,555.29	2.6%
<b>Gross Profit</b>	12,189.71	474,745.00	-462,555.29	2.6%
<b>Expense</b>				
<b>1.0 · General</b>				
1.1 · Professional Fees	2,350.00	7,500.00	-5,150.00	31.3%
1.2 · Clerical	12,250.00	35,600.00	-23,350.00	34.4%
1.3 · Office Expense	2,260.48	3,500.00	-1,239.52	64.6%
1.4 · Fire House Maintenance	4,100.54	23,500.00	-19,399.46	17.4%
1.6 · CSDA Membership	1,250.00	1,000.00	250.00	125.0%
1.7 · Retention Incentives	206.30	3,000.00	-2,793.70	6.9%
1.8 · County Admin Fees	0.00	36,100.00	-36,100.00	0.0%
1.9 · Training & Personnel Services	4,320.00	12,960.00	-8,640.00	33.3%
1.10 · Miscellaneous Expense	11.50	500.00	-488.50	2.3%
<b>Total 1.0 · General</b>	26,748.82	123,660.00	-96,911.18	21.6%
<b>2.0 · Emergency Medical</b>				
2.1 · EMS Training	153.50	2,500.00	-2,346.50	6.1%
2.2 · EMS Medical Supplies	1,728.42	17,500.00	-15,771.58	9.9%
<b>Total 2.0 · Emergency Medical</b>	1,881.92	20,000.00	-18,118.08	9.4%
<b>3.0 · Communications</b>				
3.1 · Repeater Site Rental	0.00	0.00	0.00	0.0%
3.2 · Web Site	1,008.00	0.00	1,008.00	100.0%
3.3 · Communication Consulting/Rep...	150.00	0.00	150.00	100.0%
3.4 · Radio & Repeater Batteries	38,260.36	0.00	38,260.36	100.0%
3.0 · Communications - Other	0.00	38,500.00	-38,500.00	0.0%
<b>Total 3.0 · Communications</b>	39,418.36	38,500.00	918.36	102.4%
<b>4.0 · Fire Protection</b>				
4.1 · Personal Protection Equipment	5,033.23	20,000.00	-14,966.77	25.2%

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

Accrual Basis

July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
<b>4.2 · Grant Expense</b>				
4.203 · 50/50 Grant	0.00	0.00	0.00	0.0%
<b>Total 4.2 · Grant Expense</b>	0.00	0.00	0.00	0.0%
<b>4.3 · Operating Supplies &amp; Equipment</b>	7,065.23	8,000.00	-934.77	88.3%
<b>4.5 · Equipment Repair &amp; Maintenance</b>	1,808.34	5,719.00	-3,910.66	31.6%
<b>4.6 · Fire Training</b>	0.00	3,000.00	-3,000.00	0.0%
<b>4.7 · Fire Protection Verdi Long Vall</b>	0.00	48,000.00	-48,000.00	0.0%
<b>4.8 · Fire Protection Loyalton</b>	0.00	62,400.00	-62,400.00	0.0%
<b>4.9 · Fire Labor</b>				
4.908 · Bear	5,376.97			
4.997 · Volunteer Response Stipends	0.00	5,000.00	-5,000.00	0.0%
<b>4.905 · OES Preposition</b>				
4.912 · Preposition Labor	80,694.82			
4.911 · Preposition Fuel	4,034.50			
4.910 · Preposition Meals	6,991.63			
<b>Total 4.905 · OES Preposition</b>	91,720.95			
<b>4.998 · Meals</b>	280.56			
<b>Total 4.9 · Fire Labor</b>	97,378.48	5,000.00	92,378.48	1,947.6%
<b>4.11 · Uniforms</b>	0.00	2,000.00	-2,000.00	0.0%
<b>Total 4.0 · Fire Protection</b>	111,285.28	154,119.00	-42,833.72	72.2%
<b>5.0 · Insurance</b>				
5.1 · Workers Compensation Insur	4,787.32	0.00	4,787.32	100.0%
5.2 · Liability, Facility, Vehicle	26,357.26	0.00	26,357.26	100.0%
5.0 · Insurance - Other	0.00	57,950.00	-57,950.00	0.0%
<b>Total 5.0 · Insurance</b>	31,144.58	57,950.00	-26,805.42	53.7%
<b>6.0 · Vehicle Repair &amp; Maintenance</b>				
6.1 · Fuel	2,582.90	0.00	2,582.90	100.0%
6.2 · Labor - Vehicles	1,950.00	0.00	1,950.00	100.0%
6.3 · Parts	1,645.74	0.00	1,645.74	100.0%
6.4 · Pump Testing	3,375.00	0.00	3,375.00	100.0%
6.5 · License & Registration	0.00	0.00	0.00	0.0%
6.6 · Outside Repair Services	4,437.42	0.00	4,437.42	100.0%
6.7 · Tools Auto	42.21	0.00	42.21	100.0%
6.9 · Repair & Maint. Misc.	0.00	0.00	0.00	0.0%
6.0 · Vehicle Repair & Maintenance - ...	0.00	27,900.00	-27,900.00	0.0%
<b>Total 6.0 · Vehicle Repair &amp; Maintenan...</b>	14,033.27	27,900.00	-13,866.73	50.3%

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

Accrual Basis

July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
<b>7.0 · Utilities</b>				
7.1 · Electric	1,365.45	0.00	1,365.45	100.0%
7.2 · Propane	702.53	0.00	702.53	100.0%
7.3 · Water	299.24	0.00	299.24	100.0%
7.4 · Solid Waste & Groundwater	851.34	0.00	851.34	100.0%
7.5 · Telephone	463.80	0.00	463.80	100.0%
7.6 · Internet	500.00	0.00	500.00	100.0%
7.0 · Utilities - Other	0.00	24,000.00	-24,000.00	0.0%
<b>Total 7.0 · Utilities</b>	4,182.36	24,000.00	-19,817.64	17.4%
<b>8.0 · Capital Asset/Mitigation Exp</b>				
8.12 · Filippini Rd Water Storage	0.00	0.00	0.00	0.0%
8.0 · Capital Asset/Mitigation Exp - O...	0.00	19,520.00	-19,520.00	0.0%
<b>Total 8.0 · Capital Asset/Mitigation Exp</b>	0.00	19,520.00	-19,520.00	0.0%
<b>Total Expense</b>	228,694.59	465,649.00	-236,954.41	49.1%
<b>Net Income</b>	<b>-216,504.88</b>	<b>9,096.00</b>	<b>-225,600.88</b>	<b>-2,380.2%</b>



# Sierra County Fire Protection District #1

## Balance Sheet

As of October 31, 2024

Accrual Basis

	Oct 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
135 · Live Oak 6 Month CD 3925	119,465.62
130 · Live Oak Savings	251,285.23
105 · Sierra County Investment Pool	201.76
120 · Plumas Bank Operating	35,319.07
125 · Plumas Bank Savings	10,311.56
<b>Total Checking/Savings</b>	416,583.24
<b>Total Current Assets</b>	416,583.24
<b>Fixed Assets</b>	
150 · Buildings and Land	311,412.14
152 · Equipment	145,734.64
154 · Vehicles	541,055.89
160 · Accumulated Depreciation	-535,484.00
<b>Total Fixed Assets</b>	462,718.67
<b>TOTAL ASSETS</b>	<b>879,301.91</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · *Accounts Payable	11,954.03
<b>Total Accounts Payable</b>	11,954.03
<b>Credit Cards</b>	
6729 · US Bank CalCard	3,279.41
<b>Total Credit Cards</b>	3,279.41
<b>Other Current Liabilities</b>	0.00
<b>Total Current Liabilities</b>	15,233.44
<b>Total Liabilities</b>	15,233.44
<b>Equity</b>	
302 · Net Investment in Fixed Assets	458,021.58
306 · Capital Asset Reserve	180,000.00
307 · Mitigation Fee Reserve	30,000.00
309 · Out of District Response Reserv	20,000.00
310 · Retained Earnings	392,551.77
Net Income	-216,504.88
<b>Total Equity</b>	864,068.47
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>879,301.91</b>

**Sierra County Fire Protection District #1**  
**Unpaid Bills Detail**  
As of November 17, 2024

Type	Date	Num	Due Date	Aging	Open Balance
<b>AT&amp;T</b>					
Bill	10/20/2024	000022478232	11/26/2024		87.43
Total AT&T					87.43
<b>AT&amp;T- Calpine</b>					
Bill	10/20/2024	000022478234	11/26/2024		29.14
Total AT&T- Calpine					29.14
<b>Banner Communications</b>					
Bill	10/16/2024	13845	11/15/2024	2	85.64
Bill	11/09/2024	13907	12/09/2024		737.50
Total Banner Communications					823.14
<b>CSDA Member Services</b>					
Bill	10/01/2024	351	12/31/2024		1,250.00
Total CSDA Member Services					1,250.00
<b>Fluent IMS</b>					
Bill	11/15/2024	INV9363	12/15/2024		1,100.00
Total Fluent IMS					1,100.00
<b>High Sierra Gas</b>					
Bill	11/06/2024	U0425474	12/06/2024		491.96
Total High Sierra Gas					491.96
<b>Intermountain Disposal Inc.</b>					
Bill	10/31/2024	80002	11/30/2024		59.25
Total Intermountain Disposal Inc.					59.25
<b>Kelly Champion</b>					
Bill	11/01/2024	11.01.24	11/15/2024	2	2,800.00
Bill	11/15/2024	1947	12/15/2024		875.00
Total Kelly Champion					3,675.00
<b>L.N. Curtis &amp; Sons</b>					
Bill	11/05/2024	INV883667	12/05/2024		345.95
Total L.N. Curtis & Sons					345.95
<b>Mick Connolly</b>					
Bill	11/01/2024	11.01.24	11/15/2024	2	1,080.00
Total Mick Connolly					1,080.00
<b>Plumas-Sierra Telecommunications</b>					
Bill	10/31/2024	64988	11/10/2024	7	60.00
Bill	10/31/2024	65061	11/21/2024		60.00
Total Plumas-Sierra Telecommunications					120.00
<b>Sierra County Tax Collector</b>					
Bill	09/25/2024	015-052-010-000	12/10/2024		614.34
Total Sierra County Tax Collector					614.34
<b>Sierraville Public Utilities District</b>					
Bill	09/30/2024	031	10/30/2024	18	74.81
Bill	10/31/2024	031	11/29/2024		74.81
Total Sierraville Public Utilities District					149.62

**Sierra County Fire Protection District #1**  
**Unpaid Bills Detail**  
As of November 17, 2024

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
<b>State Compensation Ins. Fund</b>					
Bill	11/15/2024	9359459	12/10/2024		1,197.33
Total State Compensation Ins. Fund					1,197.33
<b>US Bank</b>					
Bill	11/11/2024	4866914555526729	12/10/2024		3,299.43
Total US Bank					3,299.43
<b>Zach Pehling-PNO CPA</b>					
Bill	11/13/2024	1495	11/13/2024	4	2,350.00
Total Zach Pehling-PNO CPA					2,350.00
<b>TOTAL</b>					<b>16,672.59</b>

**Sierra County Fire Protection District #1**  
**Account QuickReport**  
**All Transactions**

Accrual Basis

Type	Date	Num	Memo	Amount
<b>A · Tax Income</b>				
<b>A.11 · EMS Transient OccupancyTax</b>				
Deposit	01/20/2022	130433	July-Sept 2021	10,239.84
Deposit	05/09/2022	140549	TOT EMS	7,093.65
General Journal	06/30/2022	69	TOT EMS	192.10
Deposit	12/30/2022	142529	TOT EMS	25,269.93
Deposit	04/28/2023	143580	TOT EMS	8,296.64
General Journal	06/30/2023	83	TOT EMS	3,732.00
Deposit	12/26/2023	145558	TOT EMS	20,648.66
Deposit	05/06/2024	146637	TOT EMS	6,589.99
General Journal	06/30/2024	104	TOT EMS	5,224.33
Total A.11 · EMS Transient OccupancyTax				87,287.14
Total A · Tax Income				87,287.14
<b>TOTAL</b>				<b>87,287.14</b>

**REFERENCE COPY**

This is not an official FCC license. It is a record of public information contained in the FCC's licensing database on the date that this reference copy was generated. In cases where FCC rules require the presentation, posting, or display of an FCC license, this document may not be used in place of an official FCC license.



**Federal Communications Commission  
Public Safety and Homeland Security Bureau**

**RADIO STATION AUTHORIZATION**

LICENSEE: SIERRA COUNTY FIRE PROTECTION DISTRICT

SIERRA COUNTY FIRE PROTECTION DISTRICT  
PO BOX 255  
SIERRAVILLE, CA 96126

<b>Call Sign</b> WSDY582	<b>File Number</b> 0011172010
<b>Radio Service</b> PW - Public Safety Pool, Conventional	
<b>Regulatory Status</b> PMRS	
<b>Frequency Coordination Number</b> IM20240400773	

FCC Registration Number (FRN): 0001534643

<b>Grant Date</b> 07-29-2024	<b>Effective Date</b> 07-29-2024	<b>Expiration Date</b> 07-29-2034	<b>Print Date</b> 07-30-2024
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**STATION TECHNICAL SPECIFICATIONS**

**Fixed Location Address or Mobile Area of Operation**

- Loc. 1 Area of operation**  
Land Mobile Control Station meeting the 6.1 Meter Rule: CA
- Loc. 2 Address: BECKWORTH PEAK**  
**City: PORTOLA County: PLUMAS State: CA**  
**Lat (NAD83): 39-46-00.6 N Long (NAD83): 120-26-01.8 W ASR No.: Ground Elev: 2073.7**
- Loc. 3 Address: HARDING POINT**  
**City: SIERRAVILLE County: SIERRA State: CA**  
**Lat (NAD83): 39-38-00.0 N Long (NAD83): 120-19-11.7 W ASR No.: Ground Elev: 1870.2**
- Loc. 4 Area of operation**  
Operating within a 40.0 km radius around fixed location 2
- Loc. 5 Address: YUBA PASS**  
**City: SATTLEY County: SIERRA State: CA**  
**Lat (NAD83): 39-37-13.7 N Long (NAD83): 120-29-32.1 W ASR No.: Ground Elev: 2116.0**
- Loc. 6 Area of operation**  
Operating within a 40.0 km radius around fixed location 5
- Loc. 7 Address: BABBIT LOOKOUT**  
**City: LOYALTON County: SIERRA State: CA**  
**Lat (NAD83): 39-36-06.4 N Long (NAD83): 120-06-20.2 W ASR No.: Ground Elev: 2661.0**
- Loc. 8 Area of operation**  
Operating within a 40.0 km radius around fixed location 7

**Conditions:**

Pursuant to §309(h) of the Communications Act of 1934, as amended, 47 U.S.C. §309(h), this license is subject to the following conditions: This license shall not vest in the licensee any right to operate the station nor any right in the use of the frequencies designated in the license beyond the term thereof nor in any other manner than authorized herein. Neither the license nor the right granted thereunder shall be assigned or otherwise transferred in violation of the Communications Act of 1934, as amended. See 47 U.S.C. § 310(d). This license is subject in terms to the right of use or control conferred by §706 of the Communications Act of 1934, as amended. See 47 U.S.C. §606.

Licensee Name: SIERRA COUNTY FIRE PROTECTION

Call Sign: WSDY582

File Number: 0011172010

Print Date: 07-30-2024

Antennas

Loc No.	Ant No.	Frequencies (MHz)	Sta. Cls.	No. Units	No. Pagers	Emission Designator	Output Power (watts)	ERP (watts)	Ant. Ht./Tp meters	Ant. AAT meters	Construct Deadline Date
1	1	000158.80500000	FX1	1		11K2F3E 8K10F1E	10.000	15.000			
2	1	000154.38500000	FB2	1	80	11K2F3E 8K10F1E	14.000	16.000	6.0	477.9	07-29-2025
3	1	000154.38500000	FB2	1	80	11K2F3E 8K10F1E	45.000	46.000	6.0	153.9	07-29-2025
4	1	000158.80500000	MO	80		11K2F3E 8K10F1E	45.000	45.000			07-29-2025
4	1	000154.38500000	MO	80		11K2F3E 8K10F1E	45.000	45.000			07-29-2025
5	1	000154.38500000	FB2	1	80	11K2F3E 8K10F1E	50.000	83.000	10.0	269.8	07-29-2025
6	1	000154.38500000	MO	80		11K2F3E	45.000	45.000			07-29-2025
6	1	000158.80500000	MO	80		11K2F3E	45.000	45.000			07-29-2025
7	1	000154.38500000	FB2	1	80	11K2F3E 8K10F1E	50.000	5.000	10.0	754.0	07-29-2025
8	1	000154.38500000	MO	80		11K2F3E	45.000	45.000			07-29-2025
8	1	000158.80500000	MO	80		11K2F3E	45.000	45.000			07-29-2025

Control Points

Control Pt. No. 1

Address: HARDING POINT

City: SIERRAVILLE County: SIERRA State: CA Telephone Number: (530)994-3204

Associated Call Signs

<NA>

Waivers/Conditions:

NONE

## 2020 Resolution County Service Area, Zone 4B Fee regulations and resolutions

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### California Constitution

ARTICLE XIII D [ASSESSMENT AND PROPERTY-RELATED FEE REFORM] [SECTION 1 - SEC. 6] (*Article 13D added Nov. 5, 1996, by Prop. 218. Initiative measure.*)

SEC. 6.

Property Related Fees and Charges. (a) Procedures for New or Increased Fees and Charges. An agency shall follow the procedures pursuant to this section in imposing or increasing any fee or charge as defined pursuant to this article, including, but not limited to, the following:

- (1) The parcels upon which a fee or charge is proposed for imposition shall be identified. The amount of the fee or charge proposed to be imposed upon each parcel shall be calculated. The agency shall provide written notice by mail of the proposed fee or charge to the record owner of each identified parcel upon which the fee or charge is proposed for imposition, the amount of the fee or charge proposed to be imposed upon each, the basis upon which the amount of the proposed fee or charge was calculated, the reason for the fee or charge, together with the date, time, and location of a public hearing on the proposed fee or charge.
- (2) The agency shall conduct a public hearing upon the proposed fee or charge not less than 45 days after mailing the notice of the proposed fee or charge to the record owners of each identified parcel upon which the fee or charge is proposed for imposition. At the public hearing, the agency shall consider all protests against the proposed fee or charge. If written protests against the proposed fee or charge are presented by a majority of owners of the identified parcels, the agency shall not impose the fee or charge.

**(b) Requirements for Existing, New or Increased Fees and Charges. A fee or charge shall not be extended, imposed, or increased by any agency unless it meets all of the following requirements:**

- (1) Revenues derived from the fee or charge shall not exceed the funds required to provide the property related service.**
- (2) Revenues derived from the fee or charge shall not be used for any purpose other than that for which the fee or charge was imposed.
- (3) The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.

(4) No fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question. Fees or charges based on potential or future use of a service are not permitted. Standby charges, whether characterized as charges or assessments, shall be classified as assessments and shall not be imposed without compliance with Section 4.

(5) No fee or charge may be imposed for general governmental services including, but not limited to, police, fire, ambulance or library services, where the service is available to the public at large in substantially the same manner as it is to property owners.

Reliance by an agency on any parcel map, including, but not limited to, an assessor's parcel map, may be considered a significant factor in determining whether a fee or charge is imposed as an incident of property ownership for purposes of this article. In any legal action contesting the validity of a fee or charge, the burden shall be on the agency to demonstrate compliance with this article.

(c) Voter Approval for New or Increased Fees and Charges. Except for fees or charges for sewer, water, and refuse collection services, no property related fee or charge shall be imposed or increased unless and until that fee or charge is submitted and approved by a majority vote of the property owners of the property subject to the fee or charge or, at the option of the agency, by a two-thirds vote of the electorate residing in the affected area. The election shall be conducted not less than 45 days after the public hearing. An agency may adopt procedures similar to those for increases in assessments in the conduct of elections under this subdivision.

(d) Beginning July 1, 1997, all fees or charges shall comply with this section.

*(Sec. 6 added Nov. 5, 1996, by Prop. 218. Initiative measure.)*

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## Sierra County Resolution

2020-06 Board of Supervisors' Resolution only calls for the fee creation, no consideration is given for any review of when to evaluate future cost increases (see below).

Three members of the Board of Commissioners shall be appointed within the annexation territory including members from the Sierra Brooks, Verdi/Long Valley and the unincorporated area outside Loyalton.

From LAFco Study:

- Post audits on website



- Impact Fee: A fee, also called a development fee, levied on the developer of a project by a county, or other public agency as compensation for otherwise-unmitigated impacts the project will produce. **California Government Code Section 77000, et seq., specifies that development fees shall not exceed the estimated reasonable cost of providing the service for which the fee is charged. To lawfully impose a development fee, the public agency must verify its method of calculation and document proper restrictions on use of the fund.**
- LAFCO Consultant: [johnbenoit@surewest.net](mailto:johnbenoit@surewest.net)

**Historical Surplus/Deficit**

2020	\$(1,672.23)
2021	\$ (611.73)
2022	\$ 562.47
2023	\$ 3,123.30
2024	\$ 5,857.23
<b>TOTAL</b>	<b>\$7, 259.04</b>

Total overage is 12.2% of the \$48,000 contract with TMFPD.  
 Overage is approximately \$63 per property owner (115 properties assessed)

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of Sierra acting as the governing authority of County Service Area 4 as follows:

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Section 1. Recitals. The foregoing recitals are true and correct.

Section 2. Proposition 218 Protest Proceedings. The Board hereby certifies that the County Board of Supervisors acting as the governing authority of County Service Area 4 has complied with the provisions of Section 6 Article XIII D of the California Constitution and that less than a majority of the properties that are subject to the imposition of the annual assessment filed written protests against the imposition of said fees.

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Section 3. Levy of Charges. The Board hereby approves and adopts, pursuant to California Government Code section 25215.2, the annual assessment as described on Exhibit A attached hereto, which will be collected on the Sierra County tax bill effective for the 2020/2021 Fiscal Year.

# **SIERRA COUNTY FIRE PROTECTION DISTRICT #1 VOLUNTEER REIMBURSEMENT POLICY**

To the extent that the Sierra County Fire Protection District #1 (the District) has received reimbursement for or confirmation of reimbursement for **Services** and **Eligible Expenses** provided by its Volunteer(s), the District will, in its discretion, reimburse its Volunteer(s) for such services. Reimbursement shall be at the **Salary Survey Rates** established annually with the California **Office of Emergency Services** ~~Emergency Management Agency~~. Those Salary Rates will be used for reimbursement of Volunteers less District's cost of collection.

Eligible Expenses may include, but not necessarily be limited to, reimbursement for mileage, calculated from District Station 82 to the site of providing of services, lodging and meals. Such expenses shall be documented by receipts showing payment by the Volunteer.

To minimize financial impacts to Volunteers, the District may, by action of the Commission, choose to make advanced payments to Volunteers as may be applicable under the following situations.

## **A. LOCAL INCIDENT OR PREPOSITIONED:**

When a Volunteer has been assigned to a Local Incident within District Boundaries or has been Prepositioned within the District, an advancement to reimburse for Salary Rates or Eligible Expenses may be made, in the reasonable discretion of the Commission. Reimbursement shall not exceed 50% of the anticipated and invoiced amount authorized by the Commission if the Commission determines that funds are available to do so.

## **B. OUT OF DISTRICT INCIDENTS:**

When a Volunteer has been assigned to an Incident outside of District Boundaries, advancement for reimbursement will only be made with funds received by the District, which funds have been generated from cost recovery efforts from prior Out of District Incidents. The Commission may authorize an advanced payment in the discretion of the Commission in an amount not to exceed \$2,000 or 50% of the anticipated Salary Rate to be received, whichever is less, at a Regular Meeting of the Commission.

**C. COMPENSATION FOR PREPOSITION SCHEDULING AND SUBMISSION OF CAL-OES PAYMENT DOCUMENTS:**

The District Chief will be compensated for preposition scheduling and submission of documents required by Cal-OES for payments to the Sierra County Fire Protection District #1 for preposition events.

These tasks will be compensated at 1.5 times the hourly rate established by Cal-OES for Chief. The Fire District Board shall insure the accuracy of the Chief's billing at regular board meetings as set forth in the agenda.

**PAYMENT EXPECTATION AND WITHHOLDING:**

The District is a Volunteer Organization. Volunteers are normally not reimbursed for their service. Exceptions occur when volunteers are mobilized for reimbursable assistance within the authority, scope, and terms of Cooperative Agreements or under the authority of the CFAA agreement. Since these assignments are normally infrequent and unscheduled, volunteers are cautioned not to expect these assignments as normal income.

The amounts reimbursed for these assignments can be substantial. The District does not withhold State or Federal income tax from these payments. Each Volunteer should be aware that the funds earned from mutual aid assignments are taxable and that the District will generate a **1099-NEC (Non-Employee Compensation)** income form that will document these earnings to the State of California and the IRS. The Commission is not giving tax advice but recommends Firefighters participating in these events should consult a professional tax adviser to determine how much to set aside for taxes so that there will be no unexpected tax consequences. A copy of this policy statement should be given to each Volunteer upon dispersal of their first payment.

Policy updated 11-19-24.

# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement (“**Agreement**”) is entered into as of November 19, 2024 by and between **SIERRA COUNTY FIRE PROTECTION DISTRICT No 1**, a public agency, (“District”), and Serenity Enriquez, with a principal place of business in Sierra County California (“**Contractor**”).

## 1. **Services.**

**1.1 Nature of Services.** Contractor will perform the services, as more particularly described in **Exhibit A**, as an independent contractor. The Services have been specially ordered and commissioned by District.

**1.2 Relationship of the Parties.** Contractor enters into this Agreement as, and shall continue to be, an independent contractor. All Services shall be performed only by Contractor. Under no circumstances shall Contractor, look to District as his/her employer, or as a partner, agent or principal. Neither shall Contractor be entitled to any benefits accorded to District’s employees, including without limitation worker's compensation, disability insurance, vacation or sick pay.

**1.3 Compensation and Reimbursement.** Contractor shall be compensated and reimbursed for the Services as set forth on **Exhibit B**. Completeness of work product shall be determined by District in its reasonable discretion, and Contractor agrees to make all revisions, additions, deletions or alterations as requested by District. No other fees and/or expenses will be paid to Contractor, unless such fees and/or expenses have been approved in advance by the District Chief or Board of Directors of rendering such services. Contractor shall be solely responsible for any and all taxes applicable to such compensation.

## 2. **Term of Agreement, Renewal and Termination.**

**2.1 Term.** This Agreement shall be effective from the date set forth above and continue for a period ending on June 30, 2026 unless sooner terminated or amended by either Party in accordance with the terms and conditions of this Agreement (“Term”).

**2.2 Renewal and Extension.** This Agreement may be renewed and extended for the same duration as the initial term, as the Parties may then mutually agree.

**2.3 Termination.** This Agreement is terminable by either Party at any time with four (4) weeks’ advance written notice, with or without cause, effective upon notice to the other party. If District exercises its right to terminate the Agreement, any obligation it may otherwise have under this Agreement shall cease after four weeks from the date of notice. If Contractor exercises its right to terminate the Agreement, any obligation it may otherwise have under this Agreement shall cease after four weeks from the date of notice. Contractor shall be entitled to be paid for services provided to date of termination, unless Contractor shall be in breach or default of the material terms and conditions hereof.

**2.4 Termination for Cause.** This Agreement may be terminated at any time, with or without notice, in the event of a breach or default of any of the material terms hereof by either Party.

**3. Additional Provisions.**

**3.1 Non-Discrimination.** The contractor will represent District in a positive, courteous and professional manner. District has non-discrimination policies and Contractor will uphold these policies and treat all guests, regardless of race, religion, ethnicity, and sexual orientation, equally.

**3.2 Governing Law and Attorney's Fees.** This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its choice of law principles. In any action or suit to enforce any right or remedy under this Agreement or to interpret any provision of this Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees, costs and other expenses.

**3.3 Entire Agreement.** This Agreement, including the Exhibits, which are incorporated herein by this reference, constitutes the entire understanding and agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous agreements or understandings, inducements or conditions, express or implied, written or oral, between the parties.

**3.4 Amendment and Waivers.** Any term or provision of this Agreement may be amended, and the observance of any term of this Agreement may be waived, only by a writing signed by the party to be bound. The waiver by a party of any breach or default in performance shall not be deemed to constitute a waiver of any other or succeeding breach or default. The failure of any party to enforce any of the provisions hereof shall not be construed to be a waiver of the right of such party thereafter to enforce such provisions.

**CONTRACTOR**

**SIERRA COUNTY FIRE PROTECTION  
DISTRICT#1**

By: \_\_\_\_\_  
Serenity Enriquez, Principal

By: \_\_\_\_\_  
Tony Commendatore, Chairman

DATE: \_\_\_\_\_

## **EXHIBIT A**

### **Description of Services**

#### **Services to be provided by Contractor:**

Provide administrative services generated by the District Clerk and District Chief. The duties listed below will be the primary tasks but may be expanded based on the needs of the District with the agreement of the Contractor.

1. Order and Purchase supplies and equipment needed for the District with prior approval from the District Chief or District Clerk. Maintain receipts of the orders and submit them to the District Clerk for processing.
2. Establish accounts with vendors that the District utilizes on an ongoing basis.
3. Complete “long form” National Fire Incident Reports and submit to NFIRS (Natural Fire Incident Reporting System).
4. Complete Patient Care Reports and submit to Nor-Cal.

## **EXHIBIT B**

### **Compensation:**

Contractor shall receive payment of 1.5 times the Fire Fighter rate as established by the most recent Cal OES Salary Survey.