

March 17, 2026 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

{ } Thomas Archer, Chairperson { } Ben Hitchcock, Vice-Chair { } Tony Commendatore
{ } Vacant { } Laurie Belli { } Jeff McCollum { } Tom McElroy

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: 2/26/26 **H**

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of February 28, 2026 **H**
2. Approve Bill Payments **H**
3. Approval of Contract Payment to City of Loyalton **H**

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

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention
3. Discussion regarding fleet maintenance strategy

UNFINISHED BUSINESS:

1. Public Hearing to receive public comment on the 2025-2026 Capital Improvement Plan – 6:15 pm
2. Adoption of Resolution 2026-2- Capital Improvement Plan
3. Calpine Station Improvement Project (Tom M)
4. Sattley Station & Pump House Generator Projects (Jeff M)
5. Continued Review of 2025 Priorities List **H**
6. Consideration of Hiring District Counsel (Tom A)
7. ESFA Sponsored Hose Rack

NEW BUSINESS:

1. Adoption of Resolution 2026-3- Public Bidding Requirements
2. Consideration of Quality Roofing proposal for re-roofing including addition of gutters and heat tape for Station 84 **H**
3. Consideration of Hoyos Maintenance Contract **H**
4. Review of Volunteer Response Stipend Policy and discussion to add administrative services stipends
5. Review of Title III Reimbursements for District Responsibility Area within the TNF
6. Adoption of Resolution 2026-4- OES Designation of Applicant's Agent

ANNOUNCEMENTS AND COMMENTS:

NEXT SCHEDULED MEETING: April 21, 2026 at 6:00 pm

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.



SIERRA COUNTY FIRE PROTECTION DISTRICT # 1

PUBLIC HEARING NOTICE

March 17, 2026 Tuesday @ 6:15 PM

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

This meeting will be conducted in person and via conference call. Those wishing to attend the meeting by telephone should dial 1-650-479-3208 and enter the meeting number below. 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

SCFPD#1 2025-2026 Capital Improvement Plan

The purpose of this Public Hearing is to hear public comment on the SCFPD#1 2025-2026 Capital Improvement Plan. Copies of the SCFPD#1 2025-2026 Capital Improvement Plan are available upon request by contacting Kelly Champion, District Clerk at (530) 604-4013, PO Box 255, Sierraville, CA 96126, sierracountyfire1@gmail.com.

**2025/2026 CAPITAL IMPROVEMENT PLAN
SIERRA COUNTY FIRE PROTECTION DISTRICT #1**

Pursuant to Section 66006 of Government Code, the District is required to annually make available to the public specific information related to the prior year's activity for development impact fees within 180 days after the last day of each fiscal year.

Sierra County Fire Protection District #1 collects development impact fees within Fire District boundaries which includes the nincorporated communities of Sierraville, Sattley, Calpine, Sierra Brooks, Loyalton Pines, Long Valley and Verdi and neighboring ranches, farms, and recreation attractions. Development Impact Fees were first approved by the Sierra County Fire District Board of Commissioners and the Sierra County Board of Supervisors in 2011.

The content of this report will outline the spending plan for those fees collected up to and including fiscal year ending 6/30/2025 as well as 5 year projections.

An annual inventory of fee collection and projects funded since the imposition of the District's Impact Fee is available upon request.

FIRE IMPACT FEE SCHEDULE

An updated Fire Impact Fee Nexus Study was completed by Hansford Economic Consulting and approved by the Sierra County Fire Protection District Board of Commissioners and the Sierra County Board of Supervisors in 2020. The complete Study is available online at www.sierracountyfireprotectiondistrict1.org or by calling (530) 604-4013.

The purpose of the Fire Impact Fees is to finance public facilities and equipment as described. A detailed list of applicable structure and use projects are outlined in Appendix A of the 2020 Impact Fee Study, and available at www.sierracountyfireprotectiondistrict1.org or by calling (530) 604-4013.

PLANNED FACILITIES, APPARATUS, VEHICLE & EQUIPMENT

Dog Valley Fire Lane - <i>Completed</i>	\$	5,000
Comman Vehicle - <i>Completed</i>	\$	4,023
Type II Engine - <i>Completed</i>	\$	5,000
Water Storage Tank Filippini Rd - <i>Completed</i>	\$	40,080
Replacement Water Tender 1 - <i>Completed</i>	\$	100,000
Replacement Water Tender 2	\$	475,000
Sattley Pumphouse Generator - <i>In Progress</i>	\$	7,000
Rescue 4WD Vehicle UTV Truck Style/Stokes EMS Equipment	\$	45,000
Station 82 ADA Bldg Compliance/Bathroom Remodel	\$	50,000
Station 83 New 3 Bay Maint. Facility/Fire Station	\$	1,045,170
Station 84 Interior/Exterior Stairs/ADA Access - <i>In Progress</i>	\$	35,000
Station 84 Roof Replacement	\$	40,000
Station 84 ADA Elevator	\$	150,000
Station 84 Upstairs Training Center/Fire Fighter Quarters	\$	32,520
CIP & Impact Fee Analysis Update <i>Ongoing</i>	\$	33,207
	<u>\$</u>	<u>2,067,000</u>

Current Fee	Proposed Fee
\$2.06	\$2.06

**Fees are adjusted annually according to the Engineering News Record San Francisco Construction Cost Index March to March for a July 1 implementation not to exceed 3%.*

March 2024-March 2025 CCI - (0.746%)

SIERRA COUNTY FIRE PROTECTION DISTRICT #1 - IMPACT FEE EXPENDITURE SUMMARY & 5-YEAR PROJECTION

Following is an account of the 2024/2025 impact fee collection and expenditure detail through June 30th, 2025 with projected 2026-2030 collection and expenditures.

	ACTUAL 2023/2024	ACTUAL 2024/2025	PROJECTED 2025/2026	PROJECTED 2026/2027	PROJECTED 2027/2028	PROJECTED 2028/2029	PROJECTED 2029/2030
Beginning Fund Balance	\$ 66,377	\$ 46,610	\$ 60,126	\$ (0)	\$ (0)	\$ 10,000	\$ 20,000
Annual Fees Collected	\$ 20,313	\$ 13,516	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Interest Earned							
Adjustments							
Total Revenue	\$ 86,690	\$ 60,126	\$ 70,126	\$ 10,000	\$ 10,000	\$ 20,000	\$ 30,000
<hr/>							
Annual Expenditures	Cost						
Dog Valley Fire Lane - Completed 8/20/20	\$ 5,000						
Command Vehicle - Purchased 5/11/21 for \$6,000	\$ 4,023						
Type II Engine - Purchased 9/29/21	\$ 5,000						
Water Storage Tank Filippini Rd. - Completed 1/2024	\$ 40,080	\$ 40,080					
Replacement Water Tender #1 - Purchased 7/18/25 for \$100,000	\$ 100,000		\$ 42,013				
Replacement Water Tender #2	\$ 475,000						
Sattley Pumphouse Generator - IP 25/26	\$ 7,000		\$ 6,350				
Rescue UTV/Stokes EMS Equip.	\$ 45,000						
Station 82 ADA Bldg Compliance/Bathroom Remodel	\$ 50,000						
Station 83 New 3 Bay Maint. Fac./Fire Stn.	\$ 1,045,170						
Station 84 Interior/Exterior Stairs/ADA Access - IP 25/26	\$ 35,000		\$ 21,763				
Station 84 Roof Replacement	\$ 40,000						
Station 84 ADA Elevator	\$ 150,000						
Station 84 Upstairs Training Center/Fire Fighter Quarters	\$ 32,520						
CIP & Impact Fee Analysis Update	\$ 33,207			\$ 10,000			
Office Expense/Bank Fees	\$ -						
Total Expenditures by Year	\$ 2,067,000	\$ 40,080	\$ -	\$ 70,126	\$ 10,000	\$ -	\$ -
<hr/>							
IMPACT FEE BALANCE	\$ 46,610	\$ 60,126	\$ (0)	\$ (0)	\$ 10,000	\$ 20,000	\$ 30,000



RESOLUTION 2026-02

RESOLUTION ADOPTING 2025-2026 CAPITAL IMPROVEMENT PLAN

WHEREAS, the Board of Directors desire to adopt a Capital Improvement Plan (the Plan herein) identifying capital improvements, acquisitions, repair and replacement of District Capital Assets, including Fire Stations, Apparatus and Equipment, necessary for the performance of Fire Protection and the performance and rendering of Emergency Medical Services to the communities and persons within District jurisdictional boundaries, and

WHEREAS, the Plan will inform and provide a Nexus for the future establishment, amendment or increase of Fire Mitigation Fees to fund fire protection facilities, apparatus and equipment necessary to mitigate the impact of new development throughout the District,

BE IT HEREBY RESOLVED, as follows:

1. That Notice of Public Hearing regarding the Capital Improvement Plan was duly and properly posted in advance and that said Notice was prominently posted in multiple places within the District’s jurisdiction.
2. That the Capital Improvement Plan, attached as **Exhibit A**, is hereby Approved, and Adopted, this 17th Day of March, 2026 at the Regular Meeting of the Board of Directors of the Sierra County Fire Protection District #1, by the following Roll Call vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED: _____
Thomas Archer, Chair

ATTEST: _____
Kelly Champion, District Clerk



Certificate of Occupancy
County of Sierra
Department of Planning and Building Inspection

This Certificate is issued pursuant to the requirements of Section 111.2 et seq. of the California Building Code certifying that at the time of issuance this structure was in compliance with the various building and construction regulations of Sierra County and the adopted Building Codes for the group and division of occupancy and the use for which the proposed occupancy is classified.

Building Address: 129 Calpine Rd. Calpine

APN: 012-120-002

Building Permit No. : 96132

Building Owner: Sierra County Calpine Fire

Address: 129 Calpine Rd. CA 96124

Occupancy Classification: Firestation

Group: S-2 / B / U

Use Zone: GF

Description of that portion of the structure for which this certificate is issued: Whole Structure

Type Construction: VB

Code Edition: 1995

Design occupant load: N/A

Sprinkler System: No

Special conditions: S-2 (Parking Garage) / B (Administrative Area) / U (2nd Floor)

Date: 3/5/26

Brandon W. Pangman, Building Official

SCFPD#1 Priorities List

- ___ Station 83 Pumphouse Generator (Jeff)
- ___ Station 82 Hose Hanger (Tony)
- ___ 25/26 Capital Improvement Plan/Impact Fee Report (Laurie)
- ___ Station 84 Work to Close Existing Building Permit (Tom M)
- ___ Station 84 Replace Roof and Gutters (Tom M)
- ___ Service heaters, all stations (Jeff)
- ___ Station 84 Improvements- Accommodations (Tom M)
- ___ Update Volunteer Response Stipend Policy to Add Clerical and Communications Items (Kelly/Mick)
- ___ Review Volunteer Reimbursement Policy (Mick)
- ___ Replace Mobile Air Compressor with Fixed Unit (Mick)
- ___ Station 82 electrical panel, HVAC, meeting room, enhance building appearance (Tom M)
- ___ Station 83 Standby Backup Generator (Jeff)
- ___ Change URL and ensure access to District emails (Kelly)



RESOLUTION 2026-03

PUBLIC BIDDING REQUIREMENTS

WHEREAS, the Board of Directors of the Sierra County Fire Protection District #1, a California governmental agency, desire to elect that the District become subject to the Uniform Construction Cost accounting procedures set forth in Article 2, commencing with Government Code section 22010 et seq;

WHEREAS, effective January 1, 2025, the California Uniform Public Construction Cost Accounting Act (CUPCCAA) established new thresholds for public works projects, as follows:

- \$75,000 or less for projects to be performed by use of District force, negotiated contract or purchase order;
- More than \$75,000 to \$220,000 to be let by informal bidding; and
- More than \$220,000 to be let by formal bidding.

WHEREAS, these thresholds will automatically be subject to adjustment of bidding thresholds when the statute may be modified in the future.

BE IT HEREBY RESOLVED, that the Sierra Valley Fire Protection District #1 elects to become subject to the Uniform Construction Cost accounting procedures set forth in Article 2, commencing with Government Code section 22010 et seq, and that the Bidding Thresholds will be automatically adjusted when the statute may be modified or amended.

BE IT FURTHER RESOLVED, that the Clerk of the Board notify the Controller of the State of California and provide copy of this Resolution.

Passed this 17th day of March, 2026 at the Regular Meeting of the Board of Directors of the Sierra County Fire Protection District #1, by the following Roll Call vote:

AYES: _____ **NOES:** _____

ABSENT: _____ **ABSTAIN:** _____

APPROVED: _____
Thomas Archer, Chair

ATTEST: _____
Kelly Champion, District Clerk



PROPOSAL

PROPERTY LINES: Owner shall locate and point out property lines to contractor. Contractor may, at his option, require owner to provide a licensed land surveyor's map of property.

Submitted To: Calpine Volunteer Fire Department
 Attn: Tom McElroy
tmcelroy@sierracountyfireprotectiondisctict1.org

JOB NAME/NUMBER	JOB PHONE
JOB LOCATION <u>129 County Road</u>	
ARCHITECT	DATE OF PLANS
STARTING DATE	COMPLETION DATE (Approximate)

SUBSTANTIAL COMMENCEMENT OF WORK SHALL CONSIST OF
Replace composition shingle roof

CONTRACTOR'S LICENSE NUMBER CA Lic. #425451 NV Lic. #21301	HOME IMPROVEMENT SALESPERSON	SALESPERSON'S REGISTRATION NUMBER	DATE OF PROPOSAL <u>Marth 13, 2026</u>
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We hereby submit specifications and estimates for:
Furnish labor and materials to-

- Remove and dispose of the existing composition shingle roof assembly
- Install Ice and water shield from the roof eave to five feet inside the wall line
- Install 30-pound felt where ice and water shield is not needed
- Install painted galvanized steel trim metal around the roof perimeter
- Install all necessary roof flashings
- Install Landmark PRO composition shingles as made by CertainTeed Corp
- Install ridge cap shingles

****If we are asked to fabricate, prime and paint, and install a galvanized steel gutter and necessary heat tape along the northwest facing roof eave ADD \$5,510 to the cost below. The heat tape would have to be hooked up to a power supply by an electrician which is not included in the quote****

The permit fees are included
 All prices are based on prevailing wage set by the DIR

Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, CA 95826.

STATE LAW REQUIRES ANYONE WHO CONTRACTS TO DO CONSTRUCTION WORK TO BE LICENSED BY THE CONTRACTORS' STATE LICENSE BOARD IN THE LICENSED CATEGORY IN WHICH THE CONTRACTOR IS GOING TO BE WORKING -- IF THE TOTAL PRICE OF THE JOB IS \$500 OR MORE (INCLUDING LABOR AND MATERIALS).

LICENSED CONTRACTORS ARE REGULATED BY LAWS DESIGNED TO PROTECT THE PUBLIC. IF YOU CONTRACT WITH SOMEONE WHO DOES NOT HAVE A LICENSE, THE CONTRACTORS' STATE LICENSE BOARD MAY BE UNABLE TO ASSIST YOU WITH A COMPLAINT. YOUR ONLY REMEDY AGAINST AN UNLICENSED CONTRACTOR MAY BE IN CIVIL COURT, AND YOU MAY BE LIABLE FOR DAMAGES ARISING OUT OF ANY INJURIES TO THE CONTRACTOR OR HIS OR HER EMPLOYEES.

YOU MAY CONTACT THE CONTRACTORS' STATE LICENSE BOARD TO FIND OUT IF THIS CONTRACTOR HAS A VALID LICENSE. THE BOARD HAS COMPLETE INFORMATION ON THE HISTORY OF LICENSED CONTRACTORS, INCLUDING ANY POSSIBLE SUSPENSIONS, REVOCATIONS, JUDGMENTS, AND CITATIONS. THE BOARD HAS OFFICES THROUGHOUT CALIFORNIA. PLEASE CHECK THE GOVERNMENT PAGES OF THE WHITE PAGES FOR THE OFFICE NEAREST YOU OR CALL 1-800-321-CSLB FOR MORE INFORMATION.

We Propose to perform the above work in accordance with the drawings and specifications submitted, and to complete it in a workmanlike manner according to standard practices for the sum of: Thirty Six Thousand Nine Hundred Sixty Dollars (\$36,960.00) Down Payment of: 0.00

PAYMENT SCHEDULE. The Contract Price shall be paid in progress payments, which do not include finance charges of any kind, according to the following schedule:

- _____ % (\$ _____) upon signing Contract;
- _____ % (\$ _____) upon completion of _____;
- _____ % (\$ _____) upon completion of _____;
- 100 % (\$ 36,960.00) shall be made forthwith upon completion of work under this contract.

Upon satisfactory payment being made for any portion of the work performed, the Contractor shall, prior to any further payment being made, furnish to the Owner or Tenant contracting for the home improvement or swimming pool, a full and unconditional release from any claim or mechanics' lien for that portion of the work for which payment has been made.

You the Owner or Tenant have the right to require the Contractor to have a performance and payment bond.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. It is understood and agreed that this work is not provided for in any other agreement and no contractual rights arise until this proposal is accepted in writing.

Failure by the Contractor, without lawful excuse, to substantially commence work within twenty (20) days from the approximate date specified in this contract when the work will begin, is a violation of the Contractors License Law.

Authorized Signature MH Ms Date 3/13/26 Acceptance _____ Date _____
(OWNER'S SIGNATURE)

You, the Buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. See the Notice of Cancellation form (reverse side) for an explanation of this right.

NOTICE TO OWNER

CALIFORNIA ADMINISTRATIVE CODE SECTION 862

Effective January 1, 1993, the "Notice of Owner" form required by Section 7018.5 of the Business and Professions Code shall be that set forth below.

NOTICE TO OWNER

Under the California Mechanics' Lien Law, any contractor, subcontractor, laborer, supplier, or other person or entity who helps to improve your property, but is not paid for his or her work or supplies, has a right to place a lien on your home, land, or property where the work was performed and to sue you in court to obtain payment.

This means that after a court hearing, your home, land, and property could be sold by a court officer and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full if the contractor's subcontractors, laborers, or suppliers remain unpaid.

To preserve their right to file a claim or lien against your property, certain claimants such as subcontractors or material suppliers are required to provide you with a document called a "Preliminary Notice". Contractors and laborers who contract with owners directly do not have to provide such notice since you are aware of their existence as an owner. A preliminary notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property if they are not paid. In order to perfect their lien rights, a contractor, subcontractor, supplier, or laborer must file a mechanics' lien with the county recorder which then becomes a recorded lien against your property. Generally, the maximum time allowed for filing a mechanics' lien against your property is 90 days after substantial completion of your project.

TO INSURE EXTRA PROTECTION FOR YOURSELF AND YOUR PROPERTY, YOU MAY WISH TO TAKE ONE OR MORE OF THE FOLLOWING STEPS:

(1) Require that your contractor supply you with a payment and performance bond (not a license bond), which provides that the bonding company will either complete the project or pay damages up to the amount of the bond. This payment and performance bond as well as a copy of the construction contract should be filed with the county recorder for your further protection. The payment and performance bond will usually cost from 1 to 5 percent of the contract amount depending on the contractor's bonding ability. If a contractor cannot obtain such bonding, it may indicate his or her financial incapacity.

(2) Require that payments be made directly to subcontractors and material suppliers through a joint control. Funding services may be available, for a fee, in your area which will establish voucher or other means of payment to your contractor. These services may also provide you with lien waivers and other forms of protection. Any joint control agreement should include the addendum approved by the Registrar.

(3) Issue joint checks for payment, made out to both your contractor and subcontractors or material suppliers involved in the project. The joint checks should be made payable to the persons or entities which send preliminary notices to you. Those persons or entities have indicated that they may have lien rights on your property, therefore your need to protect yourself. This will help to insure that all persons due payment are actually paid.

(4) Upon making payment on any completed phase of the project, and before making any further payments, require your contractor to provide you with unconditional "Waiver and Release" forms signed by each material supplier, subcontractor, and laborer involved in that portion of the work for which payment was made. The statutory lien releases are set forth in exact language in Section 3262 of the Civil Code. Most stationery stores will sell the "Waiver and Release" forms if your contractor does not have them. The material suppliers, subcontractors, and laborers that you obtain releases from are those persons or entities who have filed preliminary notices with you. If you are not certain of the material suppliers, subcontractors, and laborers working on your project, you may obtain a list from your contractor. On projects involving improvements to a single-family residence or a duplex owned by individuals, the persons signing these releases lose the right to file a mechanics' lien claim against your property. In other types of construction, this protection may still be important, but may not be as complete.

To protect yourself under this option, you must be certain that all material suppliers, subcontractors, and laborers have signed the "Waiver and Release" form. If a mechanics' lien has been filed against your property, it can only be voluntarily released by a recorded "Release of Mechanics' Lien" signed by the person or entity that filed the mechanics' lien against your property unless the lawsuit to enforce the lien was not timely filed. You should not make any final payments until any and all such liens are removed. You should consult an attorney if a lien is filed against your property.

READ AND ACKNOWLEDGED

Owner or Tenant Signature

Date

(detach here, date and sign below if you wish to cancel this transaction)

NOTICE OF CANCELLATION

Date of Transaction

You may cancel this transaction, without any penalty or obligation, within three (3) business days from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within ten (10) days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be cancelled.

If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk.

If you do make the goods available to the seller and the seller does not pick them up within twenty (20) days of the date of your notice of cancellation, you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice, or send a telegram to _____

(Name of seller)

(Address of seller's place of business)

not later than midnight of _____

(Date)

I hereby cancel this transaction _____

(Date)

(Buyer's Signature)

INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement (“**Agreement**”) is entered into as of July 1, 2023 by and between **SIERRA COUNTY FIRE PROTECTION DISTRICT No 1**, a public agency, (“District”), and Rudy Hoyos, 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 Commission 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 of two (2) years ending on June 30, 2025 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.

3.5 District Facility Use. Contractor will not use District property to perform work on other client projects.

CONTRACTOR

**SIERRA COUNTY FIRE PROTECTION
DISTRICT#1**

By: _____
Rudy Hoyos, Principal

By: _____
Jeff McCollum, Chairman

DATE: _____

EXHIBIT A

Description of Services

Services to be provided by Contractor:

This position is responsible for the maintenance and service of all fire district vehicles. It requires the knowledge of the proper mechanical operation of fire type vehicles and the correct techniques for their maintenance and service. This position will maintain a readily available inspection record of the maintenance and service status of each District vehicle.

Work space has been provided at Station 82 in Sierraville. The Contractor agrees to maintain this space in a clean and orderly manner. Contractor is responsible for providing all necessary tools.

Any material or parts purchased will require submission of receipts in a manner that allows the District Clerk to clearly identify the apparatus or facility that the parts and material were used for. The receipts will be submitted to the Clerk as soon as the work is completed. Failure to comply with receipt submission will result in the withholding of the salary and the hourly wage until the parts or materials are clearly identified.

Critical Tasks are considered part of the Contractor payment as set forth in Exhibit B. Other work performed will be compensated by the hourly rate in Exhibit B and work performed shall only occur after approval of the Fire Chief or Board of Directors. Contractor may decline any task that he/she considers outside of his/her knowledge base and experience level.

Critical Tasks

Each month, for each apparatus:

- Contractor will check the air compressor and lines for leaks. Ensure batteries are fully charged, corrosion free and that all belts and hoses are in good working order. Check each vehicle for any recent body damage and report findings to the Chief if any damage is discovered.
- Contractor will ensure the brakes on each vehicle work properly (Contractor is not responsible for brake repair). All fluids shall be maintained at proper levels, and that the drive line and fittings are greased. Motors will be checked for overall appearance and oil and exhaust leaks. Ensure that the exhaust system is in good working order.
- Contractor will ensure the heater-defroster work properly and no moisture is allowed to build up on the windshield. Windshield wipers shall be inspected and replaced as needed. All apparatus windows must operate.

- All vehicles will be checked to ensure that they are maintaining the proper turning radius and that the tires are undamaged and wearing properly. Inspect all rims for damage and ensure lug nuts are tight. Vehicle frames shall be inspected.
- Ensure code 3 equipment is functioning properly. At least one horn on each vehicle shall be in working order. Lights and mirrors shall operate as designed.
- Inspect SCBA air tanks and masks and ensure tanks are properly pressurized.
- The motor oil for all vehicles shall be changed each year.
- Preventative maintenance on all vehicles will be done in accordance with the manufacturer's recommendation.
- Install and remove tire chains on apparatus per the Fire Chiefs direction.
- All used fluids will be disposed of in a manner consistent with law.

Any requests by the Fire Chief or Board of Directors to perform facility maintenance, repair and upgrade is considered extra and will be invoiced as additional hours under appendix B rates.

All vehicle maintenance and repairs not listed in critical tasks will be considered additional billable hours.

EXHIBIT B
Payment

Compensation

Contractor shall receive payment in the sum of \$650.00 per month which shall be due and payable on or before the 15th day of each and every month during the term hereof. Additional services, as requested and approved by the Chief and Board of Directors, shall be paid at the rate of \$35.00 per hour and shall be invoiced and accounted for each month by Contractor.

SIERRA COUNTY FIRE PROTECTION DISTRICT #1

VOLUNTEER RESPONSE STIPEND POLICY



BACKGROUND:

The Sierra County Fire Protection District #1 Board of Directors has been working to increase the number of Volunteer Firefighters in the District. With input from the Chief and Volunteers, the Board has developed a plan that will incentivize Volunteers for responding to medical aid and fire calls in an effort to reward and retain the current Volunteers and attract additional members of the community to become Volunteer Firefighters.

POLICY:

The Sierra County Fire Protection District #1 will pay all qualified Volunteers a \$30.00 stipend per emergency response in addition to compensation as otherwise payable to the Volunteer.

Qualifications to receive call response stipends:

1. A qualifying Volunteer shall be current on his/her medical certification, PFSA, EMR and EMT.
2. A qualifying Volunteer shall be up-to-date with their wildland fire certifications (RT-130).
3. A qualifying Volunteer will have either their FF1 Certificate or their District Task Book completed.
4. A qualifying Volunteer shall attend a minimum of 50% of weekly trainings. An excused absence granted by the District Chief, or his designee, will not be considered an absence. Example: An out of area deployment or local pre-position deployment, etc.

PROCEDURES:

Qualifying Volunteers shall track and record all call outs and submit a completed Stipend Request Form (Appendix A) to the District Chief for approval. Forms shall be submitted by the Chief to the District Clerk on the first day of the month following the close of a quarter.

District Clerk will prepare payment for response stipends on a quarterly basis. Clerk shall report to the Board of Directors total stipends issued and the number of Volunteers who responded.

SIERRA COUNTY FIRE PROTECTION DISTRICT #1

VOLUNTEER RESPONSE STIPEND POLICY



The District Clerk has full authority to audit stipend requests and make inquiries to the Volunteers and the District Chief. The Clerk will have broad latitude to enlist the help of the Chair to assist with policy adherence and guidance.

BOARD OF DIRECTORS RIGHT TO CANCEL OR AMEND THE VOLUNTEER STIPEND PAYMENTS:

The Board of Directors of the Sierra County Fire Protection District #1, may, at a regular monthly meeting, amend or eliminate the Volunteer Response Incentive Policy and/or stipend payments based on financial considerations or a change of strategy to more effectively recruit and retain Volunteer Firefighters.

Sierra County Fire Protection District Activities

District Clerk	Fire Chief	Volunteers
PROCUREMENT		
Reconcile bank statements against receipts	Manage services and supplies based on approved budget	
Manage vendor list	Complete/delegate inventory as needed for vehicles, EMS supplies, uniforms, etc.	
Pay invoices	Identify need or receive request	Research and identify products
	Direct volunteer(s) in ordering supplies	Place order with vendor on approved list or request assistance to identify new vendor
		Turn receipts in to District Clerk within 3 days of receipt
		Receive orders and ensure accurate receipt of supplies; manage returns or reorders.
		Install, distribute or implement item(s), catalogue on inventory
REPORTS		
Manage stipend payments based on volunteer forms	Compile monthly call logs for Chief Report	Report weekly call logs to two local newspapers
	Track reports in Responserack, ensure compliance, upload to NFIRS (data entry for stipends)	Complete paper Patient Care Report (PCR) and ensure input into Image Trend.

	Transition from NFIRS to NEFRS	Complete, sign and turn in response stipend form - to be done by volunteer responding to incidents.
	PREPOSITION	
Reconcile Chief and volunteer reports with MARS system	Track per diem expenditures/fuel purchases; note number of volunteers for per diem	Complete and turn in forms for reimbursement of prepositioning activities
Produce reimbursement checks for Chief and Volunteers based on percentages allowable as District is reimbursed	Track incident dates and personnel hours	Consider spreadsheet to track expenses for District Clerk to reconcile with receipts and personnel hours
VOLUNTEER RECRUITMENT AND TRAINING		
	Maintain roster of volunteers to include contact information, certifications, data entry, DMV reports, etc.	
	Provide Photo ID cards for volunteers	
	Maintain training attendance rosters, log activities, identify and manage group projects	
	Add volunteers to ResponseRack and Image Trend	
EMERGENCY MEDICAL SYSTEMS		
Ensure up-to-date contract with NORCAL on file	Identify and distribute regional EMS training opportunities	Teach monthly EMS class w/CEs, provide up to date resources
	Develop Training Center Station 84	

	Lead communications with NORCAL and EPHC, delegate replacement of supplies on site after incident	
	Provide EMS training and test day prep support	
		Acquire Narcan spray from California Health Dept
	<p>Ensure EMS supplies, conduct inventory, ensure supplies are not expired.</p> <p>Build medical kits/bags</p> <p>Exchange empty oxygen cylinders w/RT at EPHC</p> <p>Annual walkthrough for local EMS/Fire/Law cooperators at Sierra Hots Spring properties - Serenity</p> <p>Represent SCFPD on Easter Sierra and Plumas County HEARTSafe Council - Serenity</p> <p>Maintain District medical protocols informed by Chief and NORCAL</p>	



Cal OES ID No: _____

DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE _____ OF THE _____
 (Governing Body) (Name of Applicant)

THAT _____, OR
 (Title of Authorized Agent)

_____, OR
 (Title of Authorized Agent)

 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____,
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the _____, a public entity established under the
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



Please check the appropriate box below

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this ___ day of _____, 20___

 (Name and Title of Governing Body Representative)

 (Name and Title of Governing Body Representative)

 (Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
 (Name) (Title)

_____, do hereby certify that the above is a true and
 (Name of Applicant)

correct copy of a resolution passed and approved by the _____
 (Governing Body)

of the _____ on the _____ day of _____, 20___.
 (Name of Applicant)

 (Signature)

 (Title)



Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."



LIST OF AUTHORIZED AGENTS

OES-FPD-012 (Rev. 09-2022)

List of Authorized Agents

Entity Name:

Cal OES ID:

• Enter each Authorized Agent (AA) as listed on the Designation of Applicant's Agent Resolution (Cal OES 130) for Non-State Agencies **or** as it appears on the Signature Authority (Cal OES 130SA) for California State Agencies.

• Check box to receive electronic copies of Cal OES Notification of Obligation and/or Payment packages. (Minimum 1 AA.)

• Email addresses must use an email that shares the official entity URL.

Authorized Agent Name	Authorized Agent Title	Email Address	Email Pkg?
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

• An Approved Contact may be designated by an AA to request or receive information on grant payment status. Add them by inputting their information below. (Ex. Accounting/Admin offices) Must use an official email URL.

Approved Contact Name	Approved Contact Title	Email Address	Email Pkg?
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Please use a second page if more space is needed.



Disaster No: _____
 Cal OES ID No: _____
 UEI No: _____

PROJECT ASSURANCES FOR FEDERAL ASSISTANCE

SUBRECIPIENT'S NAME: _____
 (Name of Organization)

PRIMARY MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____ FAX NUMBER: _____

CA ASSEMBLY DIST: _____ CA SENATE DIST: _____ U.S. CONGRESSIONAL DIST: _____

Visit sos.ca.gov/elections/who-are-my-representatives to find your district number.

AUTHORIZED AGENT: _____

TITLE: _____

EMAIL ADDRESS: _____

ASSURANCES – CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to all your projects. If you have questions, please contact the California Governor's Office of Emergency Services. Further, certain federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the subrecipient named above:

1. Has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, Federal Office of Inspector General 2 CFR 200.336, and if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.



3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the assistance-awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or state.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gains.
8. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.), which prohibits the use of lead-based paint in construction or rehabilitation of residential structures.
9. Will comply with all federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683 and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794) which prohibit discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 93-255) as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616) as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd- 3 and 290 ee-3) as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of



- 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made, and (j) the requirements on any other non-discrimination statute(s) which may apply to the application.
10. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal and federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.
 11. Will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$5,000 or more.
 12. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.O. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.O. 93-205).
 13. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
 14. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and preservation of historic properties), and the Archeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).



15. Will comply with Standardized Emergency Management (SEMS) requirements as stated in the California Emergency Services Act, Government Code, Chapter 7 of Division 1 of Title 2, Section 8607.1(e) and CCR Title 19, Sections 2445, 2446, 2447, and 2448.
16. Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984 and the Single Audit Act Amendments of 1996.
17. Will disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with §200.112.
18. Will comply with all applicable requirements of all other federal laws, Executive Orders, regulations and policies governing this program.
19. Has requested through the State of California, federal financial assistance to be used to perform eligible work approved in the subrecipient application for federal assistance. Will, after the receipt of federal financial assistance, through the State of California, agree to the following:
 - a. The state warrant covering federal financial assistance will be deposited in a special and separate account and will be used to pay only eligible costs for projects described above.
 - b. To return to the State of California such part of the funds so reimbursed pursuant to the above numbered application, which are excess to the approved actual expenditures as accepted by final audit of the federal or state government.
 - c. In the event the approved amount of the above numbered project application is reduced, the reimbursement applicable to the amount of the reduction will be promptly refunded to the State of California.
20. The non-Federal entity for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award §200.113. Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for noncompliance, including suspension or debarment.



21. Will not make any award or permit any award (subaward or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549 and 12689, "Debarment and Suspension."

"I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized by _____
 (Name of Organization)

to enter into this agreement for and on behalf of said subrecipient, and by my signature do bind the subrecipient to the terms thereof."

 PRINTED NAME

 SIGNATURE OF AUTHORIZED AGENT

 TITLE DATE



FFATA FINANCIAL DISCLOSURE

OES-FPD-011 (Rev. 10-2022)

Cal OES ID No.: _____

UEI Number: _____

Previous Fiscal Year End Date: _____

FFATA Financial Disclosure

The Federal Funding Accountability and Transparency Act (FFATA) requires information on federal awards be made available to the public and is submitted by the California Governor's Office of Emergency Services (Cal OES) to www.frs.gov. This is done in order that the government be held accountable for each spending decision. As a subrecipient of federal funds, you will be unable to draw down funds until this signed form is returned to Cal OES.

The Total Compensation and Names of the top five executives must be reported in the table on this form if your business or organization meets **both** of the following criteria:

- a) 80% or more of annual gross revenues are from Federal awards (contracts, sub-contracts, and Federal financial assistance), and \$25,000,000 or more in annual gross revenues from Federal awards; and,
- b) Compensation information is not already available through reporting to the Securities and Exchange Commission.

*If your business or organization does **NOT** meet **BOTH** criteria, check the box below, sign, and return to Cal OES Financial Processing Unit.*

Not subject to FFATA Financial Disclosure.

Executive Name	Title	Annual Salary	Annual Dollar Value of Benefits	Total Compensation

I, _____, do hereby certify, as the authorized agent of
 Printed Name of Authorized Agent
 _____, the information contained in this document is true
 Entity Name
 and correct.

 Title of Authorized Agent

 Signature of Authorized Agent

 Date

IMPORTANT: Required Compliance Documents for Public Assistance Funding

1 message

Cal OES <CalOES@public.govdelivery.com>
To: sierracountyfire1@gmail.com

Fri, Jan 30, 2026 at 4:47 PM



Cal OES identified your organization may receive federal and/or state Public Assistance. To maintain eligibility for Federal Emergency Management Agency (FEMA) funding, avoid payment delays, and reduce the risk of federal fund de-obligation, all required compliance documents must be submitted and kept up to date.

Accordingly, Cal OES is actively reviewing compliance documents and sending requests for any outstanding documentation. **If you have received a request for documentation, it is imperative you submit all requested documentation in a complete and timely manner. Failure to do so may result in delays in payment or potential de-obligation of funds.**

To support timely and complete responses to these requests, we have outlined the compliance documents required at the onset of Public Assistance, which must be renewed either according to their designated renewal timeframes (as illustrated below) or when organizational information changes, such as a change in mailing address.

Required Compliance Documentation The organization name in FEMA's Grants Portal and on all compliance documentation must exactly match the name associated with the Unique Entity Identifier (UEI).

- **Designation of Applicant's Agent Resolution** ([OES-FPD-130 for Non-State Agencies](#); [OES-FPD-130SA for CA State Agencies](#))
 - This form designates Authorized Agents by name and title or title only (**preferred**).
 - This form can be designated as either universal (applicant-specific) or disaster-specific.
 - **Renewal Timeframe:** A universal resolution is applicable to all open disasters and disasters declared within three (3) years from the date of approval until closeout, unless superseded by a newer resolution prior to expiration. A disaster-specific resolution only applies to a specific disaster until closeout, unless superseded.
- **List of Authorized Agents (AA)** ([OES-FPD-012](#))

- This form is used to list the names and email addresses of the individuals who hold the Authorized Agent positions on your organization's resolution, and any approved contacts who may receive formal communication from Cal OES.
- This form should be renewed or resubmitted if there are any changes in Authorized Agents.
- This form must be filled out by an Authorized Agent as designated in the Cal OES Form 130 or 130SA.
- **Note:** Designation of Form 130 or 130SA as disaster-specific will constrain the AA form to be disaster-specific.
- **Renewal Timeframe:** This form should be renewed or resubmitted if there are any changes in Authorized Agents.
- **Project Assurances for Federal Assistance** ([OES-FPD-089](#))
 - This form is an attestation of the organization's understanding and adherence to federal requirements for receipt of assistance.
 - This form must be prepared and signed by an Authorized Agent as designated in the Cal OES Form 130 or 130SA.
 - **Renewal Timeframe:** This form is disaster-specific and is valid for the duration of the disaster only.
- **Federal Financial Accountability and Transparency Act (FFATA) Financial Disclosure** ([OES-FPD-011](#))
 - This form is applicant-specific and is valid for any open disasters.
 - **Renewal Timeframe:** This financial disclosure is required to be renewed upon the start of the applicant's fiscal year.
- To receive Federal funds, you are required to have a **Unique Entity Identifier (UEI)** number and **have it actively registered with [SAM.gov](#)**.
 - The mailing address and/or physical address registered with SAM.gov must match Cal OES records, including the STD 204 Form on file.
 - The applicant's name must match the name associated with its UEI.
 - **Renewal Timeframe:** This registration is applicant-specific and must be renewed yearly.
- **Payee Data Record** ([STD 204](#))
 - This form is required to establish your mailing address and provide your Federal Employer Identification Number (FEIN).
 - This form must be filled out by an Authorized Agent as designated in the Cal OES Form 130 or 130SA.
 - This form is applicant-specific and is valid for any open disasters.
 - **Renewal Timeframe:** This form must be renewed any time there are changes to your organization's address.

Cal OES would like to thank you for the continued partnership in supporting and serving your California community. We value the collaborative relationship we have built and remain committed to working alongside you. Cal OES remains dedicated to providing the highest level of support possible in the face of evolving timelines and challenges.

Please do not hesitate to contact RecoveryPayments@caloes.ca.gov with any compliance documentation questions.

Respectfully,

The Recovery Financial Administration Branch



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

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