



## Pliocene Ridge CSD District Manager's report

Meeting date 3/18/2021

### Agenda item 4b 5. Firewise Projects

**Pike Firewise Community:** The application that was submitted last month was bounced back for a revision of the three-year action plan. They want it in a different format divided by year rather than priority. A revision has been drafted and hopefully it will have been re-submitted by PRCSD's March 18<sup>th</sup> meeting date.

Another person has joined the Pike firewise committee: Jenny Berry.

**Alleghany Firewise Community:** The risk assessment is approximately 95% completed. The action plan was started but will be reformatted based on the feedback that we got for the Pike Application.

**Title III \$** As discussed at last month's meeting, a letter was sent to the Sierra County Board of supervisors requesting reimbursement to the district for Firewise administration. (Copy of letter linked on this month's meeting page). After getting our letter, Van Maddox put together the BOS proposal for Pike and Alleghany to be allocated \$2,500 each. (Sierra City and Sierra Brooks received similar allocations). The item was included on the March 9<sup>th</sup> BOS meeting agenda. It was approved but there is a 45-day public comment period before final approval can take place. Thanks to Lee Adams and Van Maddox for putting this together and for advocating on our behalf.

### Agenda item 5.a 1. Firehouse use

The draft rental policy that was developed in 2015-16 is included in the online meeting documents. I thought that we should review the list. The most notable progress that has been made is the completion of the staircase at the Pike Firehouse which provides a second exit. (This all ties into the ongoing ADA projects)

Occasionally, the district gets requests for firehouse use for community functions such as memorial services for long-standing fire department supporters or the recent request to use the Pike Firehouse for AA meetings. These are non-rental requests that are in the interest of community service and for which a historical precedent has been set.

The district should have a board adopted policy in place that guides management on how to deal with these types of requests and that provides the authorization for doing so. The alternative is to require board approval for all such use which (in my opinion) puts the board in a "management" position and delays action.

I am seeking board guidance for drafting such a policy. One solution might be to add a line item to the Chief's job description that provides authorization to handle such requests. The Chief could then delegate the job if necessary. Typically, these requests come to my attention and I contact all involved parties (the applicable non-profit and fire chief(s)) to see if there are any scheduling conflicts. I also verify that a member of the District's staff (or a person delegated by the Chief) will be in attendance as a responsible party to open and lock up the building. Is this adequate?

## Agenda item 5.a 2. Firehouse projects and ADA compliance

**Pike Firehouse ADA Compliance:** The ADA Survey was completed by Bruce Boyd. It is a spiral bound document that is quite large. I requested a digital file and he sent me a drop box link, but I can't download it. I suggest that we share the hard copy that was sent and/or take it apart and scan it.

**Alleghany Firehouse ADA Compliance:** American Concrete did a site visit on February 28<sup>th</sup> and provided an estimate for the concrete work at prevailing wage. (He was in the area that day to look at another job) The estimate is approximately \$50,000 but they don't usually do prevailing wage jobs. He referred me to DMCE Inc.

A meeting was held on March 4<sup>th</sup> with Chris Dorn, Ned Cusato, Dan Guyer and David & Rae Bell Arbogast in attendance. It was decided to get estimates for the concrete work and the erection of the steel frame. The idea is to do the remaining work with volunteer labor.

Several contractors have been contacted since March 4<sup>th</sup> seeking estimates but the job is too small for most prevailing wage contractors to even consider. As of this writing I am hoping that DMCE will provide an estimate. They have been provided with a copy of the plans.

Once we have an updated budget put together, we will have to revisit how to fund the 25% that USDA will not cover. A combination of existing funds, fundraising and applying for a loan might be doable. The search for other funding sources continues. Unfortunately, Sierra County is not signed up for the Community Block Grant program, because that sounds like a perfect fit. Capital Improvement grants are hard to come by. If anyone becomes aware of any possibilities, please let me know.

As a participant in the California Uniform Public Construction Cost Accounting act (CUCCAC) the district does have the option to use its own labor force to complete projects of \$60,000 or less. Additionally, projects of up to \$60,000 can be done by negotiated contract or purchase order and projects from \$60,001 up to \$200,000 can be contracted by informal bidding procedures. All projects over \$200,000 require a formal bidding process. (This information is included here to refresh our memories). It is my understanding that if the district were to pay its own employees to do the work, prevailing wage would still be required. The project must be registered with the Dept. of Industrial Relations too.

## Agenda item 5.a Pending Grants

**Homeland security grants:** Nothing new to report.

**CDF Fireman's assistance 50/50 grant:** Everything has been ordered. The final invoice for the 2020 grant must be submitted no later than June 30<sup>th</sup>.

The new application for 2021 is out. The deadline to apply is May 4<sup>th</sup>. The Chief and assistant chiefs need to decide what (if anything) they want to order ASAP. The resolution to apply will have to be on the district's April meeting agenda.