

STANDARD AGREEMENT - AMENDMENT

STD 213A (Rev. 4/2020)

☒ CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED **42** PAGESAGREEMENT NUMBER
17-MITPPS-21002AMENDMENT NUMBER
1

Purchasing Authority Number

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT

CONTRACTOR NAME

County of Butte

2. The term of this Agreement is:

START DATE

06/17/2022

THROUGH END DATE

09/30/2026

3. The maximum amount of this Agreement after this Amendment is:

\$500,000.

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

Per Subrecipient request, the Department agrees to extend the contract expiration date an additional 15 months, from June 30, 2025 to September 30, 2026, with a revised expenditure deadline of June 25, 2026. Additionally, the Department approves Subrecipient's budget line transfer request, moving \$40,000.00 out of vehicle leasing costs and adding \$40,000.00 to staffing costs (Activity category). Exhibit A and Exhibit F are hereby replaced with Exhibit A Amendment 1 and Exhibit F Amendment 1.

*All other terms and conditions shall remain the same.**IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.***CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

County of Butte

CONTRACTOR BUSINESS ADDRESS

25 County Court Drive, Suite 300

CITY

Oroville

STATE

CA

ZIP

95965

PRINTED NAME OF PERSON SIGNING

Maximo A. Pickett

TITLE

Chief Administrative Officer

CONTRACTOR AUTHORIZED SIGNATURE



DATE SIGNED

9/20/24

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Department of Housing & Community Development

CONTRACTING AGENCY ADDRESS

651 Bannon Street, Suite 400

CITY

Sacramento

STATE

CA

ZIP

95811

PRINTED NAME OF PERSON SIGNING

Synthia Rhinehart

TITLE

Contract Services Section Manager

CONTRACTING AGENCY AUTHORIZED SIGNATURE



DATE SIGNED

9/26/2024

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

Exempt per: SCM Vol. 1 4.04.A.3
(DGS memo dated 6/12/1981)

EXHIBIT A

AUTHORITY, PURPOSE AND SCOPE OF WORK

1. Authority & Purpose

The California Department of Housing and Community Development (hereinafter "Department") is the lead and responsible entity for administering the Community Development Block Grant – Mitigation (hereinafter "CDBG-MIT") funds appropriated under Public Law 115-123 and allocated to the State of California by the U.S. Department of Housing and Urban Development (hereinafter "HUD"). CDBG-MIT supports the State of California to carry out strategic and high-impact activities to mitigate disaster risks and reduce future losses in areas impacted by the Federal Emergency Management Agency's Major Disaster Declaration DR-4344 in October 2017 and DR-4353 in December 2017/January 2018. CDBG-MIT Planning and Public Services Program (hereinafter "MIT-PPS") projects are funded by CDBG-MIT funds to address risks to, or across, community lifelines that support human health and safety and provide mitigation for individual and community-based systems.

2. Scope of Agreement

A. Grant Funds

Subject to the terms and conditions of this Standard Agreement (hereinafter "Agreement"), the Department has allocated and agrees to provide grant funds in the maximum amount identified below to the subrecipient identified as "Contractor" on page 1, Section 1 of the STD 213 form (hereinafter "Subrecipient") for all Work (defined below) identified in this Agreement (hereinafter "Subrecipient Award"). All payments made to the Subrecipient will adhere to the provisions described in Exhibit B, Section 4 (Method of Payment) herein. In no instance shall the Department be liable for any costs in excess of this amount, nor for any unauthorized or ineligible costs or expenses. The Subrecipient Award is and shall not exceed \$500,000 per project and \$2,500,000 per subrecipient.

This Agreement governs the Subrecipient Award and each individual Project thereafter proposed by the Subrecipient and approved by the Department (each an "Approved Project", and collectively the "Approved Projects"), the budget for each of which is to constitute some portion of the Subrecipient Award. The cumulative total amount of all Approved Projects shall not exceed the total amount of the Subrecipient Award.

B. Implementation of Agreement

EXHIBIT A

By entering into this Agreement and thereby accepting the Award of grant funds, the Subrecipient agrees to comply with and implement this Agreement in a manner satisfactory to the Department and HUD and consistent with all applicable laws, regulations, policies and procedures that may be required from time to time as a condition of the Department providing the grant funds, including but not limited to, all applicable CDBG-MIT Program Administration and Compliance requirements set forth by this Agreement, and in accordance with the Application documentation previously provided by the Subrecipient and made a part hereof. The Department's providing of grant funds under this Agreement is specifically conditioned on Subrecipient's compliance with this provision and all terms and conditions of this Agreement, the most recently published version of the Department's CDBG- MIT Action Plan for 2017 disasters (<https://www.hcd.ca.gov/community-development/disaster-recovery-programs/cdbg-dr/cdbg-mit-2017/index.shtml>) and any amendments thereto, related Federal Register notices, and the requirements of the authorities cited above, as the same may be amended from time to time.

This Agreement is subject to written modification and termination as necessary by the Department in accordance with requirements contained in any future state or federal legislation and/or state or federal regulations. All other modifications must be in written form and approved by both parties.

3. **Subrecipient Scope of Work**

The Subrecipient scope of work (hereinafter "Work") for this Agreement shall consist of the following:

The Subrecipient shall perform the funded activities described in the Work, as detailed in Exhibit F. All written materials or alterations submitted as addenda to the original Application and which are approved in writing by the Department are hereby incorporated as part of the Application. The Department reserves the right to require the Subrecipient to modify any or all parts of the Application in order to comply with CDBG-MIT program requirements. The Department reserves the right to monitor all Work to be performed by the Subrecipient, its contractors, and subgrantees in relation to this Agreement. Any proposed revision to the Work must be submitted in writing for review and approval by the Department and may require an amendment to this Agreement. Approval shall not be presumed unless such approval is made by the Department in writing.

- A. For the purposes of performing the Work, the Department agrees to provide the amount(s) identified in Exhibit B Budget as detailed in Exhibit F, Additional Provisions. Unless amended, the Department shall not be liable for any costs in excess of the total approved budget. The Department shall not, under any conditions, be liable for any

EXHIBIT A

unauthorized or ineligible costs.

- B. Planning activity(ies), as defined in the MIT-PPS Policies and Procedures, do not have to meet a CDBG-Mitigation National Objective. Public Service activity(ies), as defined in the MIT-PPS Policies and Procedures, shall meet one of the two CDBG-Mitigation National Objectives:
 - 1. Benefit to Low/Moderate Income Persons; or
 - 2. Urgent Need Mitigation
- C. Subrecipient shall collect data and submit reports to the Department in accordance with the reporting requirements detailed in Section 24 of Exhibit D herein.
- D. The Subrecipient shall monitor all Approved Projects in accordance with the requirements of Section 1.9 of the MIT-PPS Policies and Procedures.

4. **Effective Date and Commencement of Work**

- A. This Agreement is effective upon approval by the Department representative's signature on page one of the fully executed Standard Agreement, STD 213 (the "Effective Date").
- B. Subrecipient agrees that no Work toward the implementation of the project activity or program activity, as identified in Exhibit F, shall commence without prior written authorization from the Department prior to the execution of this Agreement by the Department.

5. **Term of Agreement and Performance Milestones**

- A. Term of Agreement: With the exception of the grant closeout procedures set forth in Exhibit B, Section 7, the Subrecipient shall complete the Approved Project(s) activities on or before the expenditure deadline identified on the STD 213 of this Agreement and identified below. Time is of the essence in order to ensure complete and compliant Projects before grant closeout.

All grant funds must be expended by: **06/25/2026, unless expressly extended by the department in writing**

This Agreement will expire on: **09/30/2026**

EXHIBIT A

B. Performance Milestones: Subrecipient shall adhere to the performance milestones below. Time is of the essence with respect to all such milestones.

1. Subrecipient must submit monthly report data in accordance with the requirement of Section 1.24 of the MIT-PPS Policy and Procedure to HCD during the term of this Agreement.
2. Subrecipient must fully expend all MIT-PPS activity funds within three years of execution of this Agreement. If Subrecipient fails to fully expend MIT-PPS activity funds within three years of execution of this Agreement, the Department reserves the right to disencumber the Subrecipient's Award amount in this Agreement by the amount then unspent.

Failure to meet performance milestones:

If any performance milestones listed above are not met, the Department reserves the right to withhold further payments to Subrecipient until such time as satisfactory progress is made toward meeting the performance measures. Subrecipient shall diligently work with MIT-PPS staff to submit: (a) a written mitigation plan specifying the reason for the delay; (b) the actions to be taken to complete the task that is the subject of the missed measure deadline; and, (c) the date by which the completion of said task will occur.

The Department reserves the right to reallocate unobligated grant funds within the MIT-PPS program, in its sole and absolute discretion if the Department determines the Subrecipient is unable to meet the performance milestones in a timely manner following the failure to meet said milestones. The Department reserves all rights and remedies available to it in case of a default by Subrecipient of its responsibilities and obligations under the terms of this Agreement. All remedies available to the Department are cumulative and not exclusive.

C. The Subrecipient and its Contractors, as applicable, shall adhere to all performance and Project milestones as established above.

8. **MIT-PPS Program Contract Management**

A. Department Contract Manager: The Department Contract Manager for this Agreement is the MIT-PPS Program Manager or the Program Manager's designee. Written communication regarding this Agreement shall be directed to the Department Contract Manager at the following address:

EXHIBIT A

CA Department of Housing and Community Development
Division of Financial Assistance – MIT-PPS
P.O. Box 952054
Sacramento, CA 94252-2054

- B. Contract Management: Day-to-day administration of this Agreement shall take place via Grants Network, including but not limited to:
1. Financial Reports (Funds Requests)
 2. Activity Reports
 3. Other Reports, as required
 4. Submittal of any and all requested supporting documentation
 5. Standard Agreement Issuance and Amendments
- C. Subrecipient Contract Administrator: The Subrecipient Contract Administrator (must be a Subrecipient employee) is identified in Exhibit G, Profile. Unless otherwise directed by the Department, any notice, report, or other communication required by this Agreement shall be directed via Grants Network or written to the Subrecipient's Contract Administrator at the contact information identified in Exhibit G, Profile.

Exhibit F

ADDITIONAL PROVISIONS

Fire Protection and Prevention: Code Enforcement Project

1. Project Overview

[See attached application below.](#)

THE NATIONAL OBJECTIVE TO BE ACHIEVED AS A RESULT OF THIS PROJECT: Low-to Moderate-Income (LMI)

[Benefit to Low- and Moderate- Area Benefit](#)

THE NUMBER OF INDIVIDUALS BENEFITTING AS A RESULT OF THIS PROJECT:

- Total beneficiaries: 23,915
- Total low/mod beneficiaries: 12,870

2017 CDBG-MIT – Scope of Work

Fire Prevention and Protection: Code Enforcement Project Description

1. Detailed Activity Description:

The Wind Complex Fire touched down on La Porte Road and Oro Bangor Highway, destroying 74 structures in remote South Butte County. It was carried by timber fuels, heavy understory of shrub, brush, and grasses, widely present in Butte County's unincorporated areas. This scenario of fuels spreading fire, destroying property, and the emergency evacuation of residents has become tragically common in Butte County. Fire prevention and protection is an integral part of the Butte County Local Hazard Mitigation Plan. Developing a compliance systems for abating fuel on private property in these high and very-high fire risk areas is critical to the safety and security of Butte County residents.

The purpose of mitigation planning is to recognize the natural hazards that impact counties, to identify actions and activities to reduce losses from those hazards, "and to establish a coordinated process to implement the plan, taking advantage of a wide range of resources." (44 CFR 201.1[b]) Butte County has conducted mitigation planning to identify that one of the most prevalent risks associated with fire hazard in the county are individual property owners who are unaware, unable, or unwilling to properly abate hazards from their property.

The Fire Prevention and Protection: Code Enforcement Project is a new, essential program for Butte County. The new program will expand the geographic boundaries of prevention and protection requirements into more remote unincorporated areas to minimize future wildfires. The County Board of Supervisors adopted Fire Prevention and Protection requirement as Chapter 38 A to the Butte County code on February 9, 2020 with additional wildfire safety requirements for defensible space and hazardous vegetation reduction. The first phase of the program is led by Cal Fire-Butte County. They will perform inspections and provide one-on-one education to property owners to mitigate their property. These education and citation strategies are effective with the majority of property owners, but for those who cannot or will not remove hazards on their property, a second phase involving Code Enforcement Officers is essential. These officers also offer education and issue citations, before and during fire season. If the property owner is unable or unwilling to bring the property to code, Officers will hire contractors to abate the property, and coordinate warrants and litigation for payment. Case work is completed with the administrative support of an Office Specialist with legal work background. This phase of intervention is the last resort to rectify a direct fire hazard. Without an intervention, the property would remain a danger to the residents and their community.

The Project will focus on 20 remote, unincorporated, low-income communities in the county, including the Most Impacted and Distressed Area of the Wind Complex Fire. All areas are high or very high fire risk areas in Butte County. The 20 "Communities at Risk" identified by the California State Forester are the following:

1. Bangor
2. Berry Creek
3. Butte Meadows
4. Cherokee
5. Clipper Mills
6. Cohasset

7. Concow
8. Feather Falls
9. Forbestown
10. Forest Ranch
11. Honcut
12. Hurleton
13. Kelly Ridge
14. Magalia
15. Palermo
16. Rackerby
17. Robinson Mill
18. Stirling City
19. Thermalito
20. Yankee Hill

The outcome for implementing this project is that 40 parcels per year, that otherwise would pose an imminent severe fire risk, will be abated to meet safety code standards.

In 2020, there were 4,149 defensible space inspections by Fire Personnel, and while the majority abated their property once receiving a notice of inspection and education, there were 966 follow-up non-compliant inspections.

In 2019, the Bangor area (the MID) was the focus of critical space inspections, at which time 144 inspections were completed. Another 159 properties were inaccessible due to locked gates. This data indicates that the MID, alone, has a need for access and measures to reduce risk, even after experiencing the Wind Complex Fire two years prior.

Without the Fire Prevention and Protection: Code Enforcement Project, there is a gap of protection between Fire Personnel inspections and potential fires. Code Enforcement Officers have the charge of continuing the inspection and education process with the added tools of citation, abatement crews, and the legal system. They serve only homes who have been unwilling or unable to make the necessary clearance of fuels from their property. Therefore, for every property that is brought into compliance as part of this project, it represents the mitigation of future fire risk.

Time Frame: 48 months

The Fire Protection and Prevention: Code Enforcement Project will fund two Code Enforcement Officers for active field work, coordination of hearings and abatement, issuing liens, and overseeing case management. An Office Specialist will support the legal and case management needs of each property. One vehicle will also be funded.

2. Deliverable Narrative

- o Deliverable 1: - Recruit, hire, train staff
- o Deliverable 2: Active Field work
- o Deliverable 3:
 - Timelines with Milestones
 - Activity Reports
 - Financial Reports

- Labor Compliance Reports
- Final Reports and Closeout

3. Task Narrative

- Deliverable 1 -Hire Staff
 - Recruit
 - Hire
 - Train
- Deliverable 2 -Active Field Work:
 - Contact Households
 - Hearings and Abatement
 - Liens and Case Management
- Deliverable 3 -Monthly Report
 - Activity Reports
 - Collect data
 - Review and Prepare Report
 - Enter report in Grants network and submit to HCD
 - Financial Report
 - Collect invoices for reimbursement
 - Enter invoice data in Financial Report
 - Upload back-up invoices and submit to HCE for payment via Grants Network

4. Timeline

Execute Standard Agreement with HCD	June 2022
Recruit and hire staff	June 2022-July 2023
Train staff	July 2023
Active field work/Fire Season	Year Round
Hearings and Abatement	Year Round
Liens and Case Management	Year Round
Completion Date/Expenditure Deadline and Close Out Process	June 25, 2026

Applications: Fire Protection and Prevention: Code Enforcement Project - communitydevelopment@buttecounty.net

Mitigation – Planning and Public Services (MIT-PPS)

Profile

communitydevelopment@buttecounty.net

What project type are you applying for?

Public services

Do you commit to having capacity to carry out program activities?

Yes

If yes, please describe the capacity and staffing in detail.

Butte County is a full service, 23-department county government with proven capacity to manage diverse programs, hundreds of funding sources and complex reporting requirements. The Fire Prevention and Protection: Code Enforcement Project will be implemented and managed by the Butte County Department of Development Services' Code Enforcement Division. Chris Jellison is the Manager of the Code Enforcement Divisions with seven years of leadership experience in this roll and a staff of thirteen officers and support staff. This division holds the field expertise for solicitation, selection, monitoring, environmental review compliance and program oversight. The Code Enforcement Division investigates land use complaints; issues citations for violations of Butte County Codes, including Restrictions on the Cultivation of Medical and Nonmedical Marijuana; and implements the Abandoned Vehicle Abatement (AVA) and Nuisance Abatement Programs. The Division oversees the implementation and tracking of Zoning Ordinance and offers focused support on recovery from county disaster.

In addition, Butte County's Administration Department will provide Community Development Block Grant (CDBG) contract oversight support. Butte County has successfully written and implemented a variety of CDBG programs, resulting in a team with honed expertise in CDBG grant oversight, contracts, and reporting. This team is led by Jennifer Macarthy, Deputy Administrative Officer, who has worked with both CDBG Entitlement and Non-Entitlement programs for over 25 years. She has vast experience meeting Federal monitoring and compliance requirements. Also on the team is Jaclyn Thompson, Senior Management Analyst, who has developed programs, performed data analysis, and compiled reports for the county for over eight years. Donovan Rhinehart, the team's Associate Administrative Assistant, has supported CDBG programs for over six years, offering fiscal and data analysis expertise.

Are you applying for more than one Public Services Activity?

No

Public Services Activity

Code Enforcement

Is the project regional in approach?

No

Does the project include collaboration amongst jurisdictional and nonprofit partners?

No

Eligible Applicants are required to identify which of the 2017 declared disasters the submitted project is related to. The disaster(s) related to the project can be determined by the MID area(s) the project serves or benefits. CDBG-MIT does not require a project tie-back to the 2017 declared disaster.

What disaster is this project related to?

DR-4344

Eligible applicant type

County

Is this a project on behalf of another government entity or special district other than the Eligible Applicant?

No

Project Title

Fire Protection and Prevention: Code Enforcement Project

17-MITPPS-21002

Approved Date: 7/16/2021

Prep Date: 03/15/2022

Org Name

County of Butte

Provide a snapshot summary of the project.

The Fire Prevention and Protection: Code Enforcement Project is a public service project that directly serves low to moderate income communities, in the area most impacted by the Wind Complex Fire, as well as other small rural communities that are at high or very high fire risk. The project will employ two Code Enforcement Officers that will offer direct intervention to at least 120 high-risk properties in which owners are unable or unwilling to properly abate their remote property. They will educate community members, hire contractors, and coordinate litigation, if necessary, in order to protect the greater community from the large and disastrous fires experienced in Butte County.

Upload project description, if available.

Project Description.pdf

Project Location Description

The project will focus on communities with the highest fire risk as defined by CAL Fire using the fire severity zones for the State of California, which are also the most remote, low-income, unincorporated communities, including the Most Impacted and Distressed Area. These areas are remote, pioneer, and forestry areas with abundant landscape that range from timberland to grassland. Butte County, as a whole, has experienced more than 65 fires since 2015, burning over 187,250 acres including California's most deadly and destructive fire in both 2018 (Camp) and 2020 (North Complex). California State Forester considers all 20 areas as "Community At Risk."

Does the project fall into one of these zip codes/counties?

95901 – Predominantly Yuba County

Public Services projects must select a National Objective. Planning projects do not require a National Objective. The Urgent Need Mitigation (UNM) national objective is for CDBG-MIT activities that aim to address risks that do not tie back to the disaster events of the 2017 CDBG-DR funding, or subsequent disasters. Projects using the UNM national objective must provide documentation that demonstrates a measurable and verifiable impact on reducing risks at the completion of the activity. Projects using the LMI national objective are those that have a benefit to Low to moderate income person, which is defined as persons having incomes not more than the "moderate-income" level (80% Area Median Family Income) set by the federal government for the HUD-assisted Housing Programs.

National Objective

Low-to Moderate-Income (LMI)

Does the project benefit an LMI population or area?

Yes

Describe how the project benefits a LMI area (additional material and information may be required)

Low- to- moderate income communities benefit from the Code Enforcement Project when neighboring high-risk properties are abated of fire hazards. Neighbors, who are concerned about a property in proximity to their home, often lead to inspections by fire personnel. After offering inspection and education, there is little that fire personnel can do to demand corrective measures. There is little recourse for properties that pose a certain risk to themselves and others in these low- to- moderate income communities without code enforcement intervention.

These corrective actions prevent imminent fire, which further protects low- to- moderate income communities from emergency evacuation, loss of home and property and threat to life. The homelessness rate in Butte County has increased since the 2018 Camp Fire because what little affordable housing that was available is now occupied. When, inevitably, fires on these properties occur, more households will lose what little they have and it will potentially lead to greater housing insecurity.

*Updated by NX (5/4/21)

Information received by HCD via email from SHAllen@buttecounty.net (4/8/21)

See more information in attachment titled "Butte County Response to 2018 CDBG"

Question:

The supporting documents provided for the service area included maps identifying project locations and block groups. Please confirm that the list of locations provided is the proposed list of all project locations. From this list, the LMI percentage will be based on the block groups of each of these locations.

Answer:

The list of 20 communities are all project locations. The Service Area application attachment indicates the LMI for each community and the average LMI of the combined locations based on their LMI population and full population, as instructed by HCD staff and webinars.

Upload document of data supporting the LMI population to be benefitted and/or a map of the service area (Optional)

LMI and Service Area Maps.pdf

Does the project service area benefit the MID?

Yes

Describe how the project benefits a MID area (additional material and information may be required)

The Post Incident Action Summary for the Wind Complex Fire specifies that the rapid spread of the fire and difficulty containing it was due to high winds and timber fuels with heavy understory shrub, heavy brush fields and grasses. There was a heavy accumulation of dead and down litter due to the age of the fuel bed. (See photo of terrain with MID map.) According to CalFire, the Bangor area has experienced at least 10 fires, covering 13,083 acres since 2015. This small community had three fires (Robinson, Teddy, and Avocado) in 2020 alone, showing no indication of stopping without a sizeable intervention. The benefit of the Code Enforcement Project in the MID is the decrease of fuels around properties to prevent fire and protect life and property. The toll of fire on the lives or residents is extraordinary and prevention is essential to protect the resilience of human life in this extremely high fire area.

*Updated by NX (5/4/21)

Information received by HCD via email from SHAllen@buttecounty.net (4/8/21)

See more information in attachment titled "Butte County Response to 2018 CDBG"

Question:

Please confirm the City of Bangor as a project location is included in the MID zip code. Also, provide details regarding how the work in the project locations along the MID zip code border will provide benefit to the MID.

Answer:

Bangor is an unincorporated community near the MID, and portions of the community are in the MID zip code. Areas in the MID are included in the project scope of work.

Project locations along the MID zip code border will benefit the MID by mitigating the spread of future wildfires. Fire does not respect county boundary lines nor zip code zones. Butte and Yuba County's rural communities and dry brush terrain are inextricably connected through natural high-fire landscape. Preventing fires in the project locations along the MID zip code protects the MID residents and properties, reducing community vulnerability, promoting safety and resilience, and reducing the loss of resources and stability that are in the wake of disasters.

Upload documentation that supports how the project benefits a MID area (Optional)

High Fire Areas and MID Map.pdf

What Census Tracts/Block Groups are served by this project?

1600, 1700, 1800, 2400, 2900, 3200, 3300

What is the total dollar amount of the project?

1,004,589

Anticipated CDBG-MIT funding need (\$ amount)

500,000

Have you applied for other sources of funds for this project?

Yes

If yes, please provide a list of sources, how much have you applied for, have you been awarded funds, and the amount(s) from each source anticipated or awarded.

Project funds not requested in this application have been acquired from PG&E settlement funds after the 2017 Honey Fire. Included in that budget is 1.5 FTE Code Enforcement Officer, an Office Specialist, a vehicle, equipment and supplies. (Fire personnel inspections not part of the budget or resources.)

Project Budget broken down by eligible activity and activity costs

CE Budget.pdf

Basis of Total Project Cost and Amount of CDBG-MIT requested

Butte County approved salary ordinance for Code Enforcement Officers (page 18) and Office Specialist (page 24), along with associated fringe benefits. The estimate for the vehicle comes from the Butte County 2020-2021 Vehicle Menu Form based on vehicle procurement policies and procedures.

*Updated by NX (5/4/21)

Information received by HCD via email from SHAllen@buttecounty.net (4/8/21)
See more information in attachment titled "Butte County Response to 2018 CDBG"

Question:

Provide details on budget line items, including a description of work to be performed, justification, and how costs were determined.

Answer:

Two full-time Code Enforcement Officers will be hired and assigned to perform the following duties: respond to code violations, educate property owners on how to mitigate property and the legal need to do so, inspect properties, issue citations, solicit and hire contractors to remediate high-risk property if the property owner is unwilling or unable to, issue warrants for unpaid violations and property remediation, and represent County in litigation with property owners.

One full-time Office Specialist will support the Code Enforcement Officers in managing the administrative, fiscal, and legal tasks, as well as data collection and reporting.

Salaries are justified by the Butte County salary schedule and corresponding County approved fringe benefits packages associated with the proposed positions. The vehicle cost was determined by the 2020 Vehicle Purchase Menu established within the Butte County Managed Procurement Contract No. MPC0065.

Fuel costs are based on the number of estimated miles travelled by Code Enforcement Officers in the course of their duties multiplied by the Internal Revenue established rate per mile.

*Updated by NX (5/4/21)

Information received by HCD via email from SHAllen@buttecounty.net (4/8/21)
See more information in attachment titled "Butte County Response to 2018 CDBG"

How does this project fit within the larger code enforcement project the County has, and how will the other funds align with the requested MIT-PPS funds?

The mission of the Code Enforcement Division is to ensure the health and safety of the county by addressing code and standards violations. The scope of violations include abandoned vehicle abatement, camping violations, illegal dumping, junk in public view, lighting, medical marijuana, nuisance abatement, unsafe structures, and zoning violations. There are currently six full-time and five extra-help Code Enforcement Officers that address the before mentioned violations.

The Division mission and MIT-PPS program objectives align with the newly amended County code for fuel reduction to prevent wildfires. The MIT-PPS funds will benefit from the strong foundation established by the Division, with a proficient system that includes staff training and supervision; program development and implementation; contract monitoring, reporting and accountability; and success in building robust specialized teams. The Division's "Cannabis Team" has received acclaim for the enforcement program developed over the past few years. It is the intention of the Division to develop an equally successful specialized fuel reduction team.

At this time, there is one fire abatement officer. Funding from CDBG-DR would allow two more officers to be hired in a system that requires five more to meet the current demand of cases and violations. Without more dedicated fire abatement officers, the need would far exceed the ability of the County to keep residents safe in the high-risk fire areas.

Describe prior experience and previous success in implementing planning and/or public services projects.

The Fire Prevention and Protection: Code Enforcement Project is housed within the Department of Development Services (DDS), which includes a Planning Division. DDS has as their charter the responsibility to execute planning for the county to improve and protect county infrastructure. Further, DDS currently has a Code Enforcement Division whose responsibilities are to offer public service in the manner described in this proposal. The project will allow that expertise to be utilized to a greater degree in low- to-moderate, remote communities.

It is the charge of Code Enforcement Officers to reduce risks to county residents. It is their responsibility to ensure that residents follow the protective codes to ensure safety. As such, the Code Enforcement Division has extensive experience in risk reduction. While this project represents an expansion of services, the Division has been providing fire abatement code enforcement in less rural areas for years, as well as other code enforcement efforts throughout the county. They are prepared to implement a familiar scope in well-known geographic areas.

Butte County governing offices, as a whole, are experienced with implementing risk reduction projects. The Administration Department has overseen a variety of CDBG grants and also houses Emergency Services officers. Administration has worked in partnership and support of other departments - Employment and Social Services, Behavioral Health, Public Works, Public Health, Sheriff, and Fire - that regularly implement and manage risk reduction projects as part of their department's on-going responsibilities to county residents.

Is the proposed project identified as a priority project in your hazard mitigation plan?

Yes

What community lifeline will this project protect? Health and Safety are prioritized in the Planning and Public Services program.

Safety & Security

How will this project reduce risk to community lifeline(s)?

In partnership with Fire Services, Code Enforcement will address the root cause of mass wildfires that put the fundamental Safety and Security of county residents at risk and disrupts community stability. Code Enforcement efforts are a decisive intervention that will ensure that neighboring properties are safe, even in circumstances in which property owners are resistant or unable to meet standards of safety. By doing so, current and future risk is reduced and long-term vitality and well-being of the communities are secured.

How will this project improve resilience for protected classes, underserved communities, and vulnerable populations?

The Code Enforcement Project creates defensible space on private property to help mitigate the rapid spread of fires in Butte County's rural, foothill communities. Reducing this type of widespread fire threat builds resilience in these communities by allowing private and public resources to concentrate efforts on the most impacted areas during future disasters.

Butte County, at large, and in particular the small secluded communities that would be beneficiaries of this project, have faced an inordinate amount of crisis, in the form of fire, flood, and drought. What's more, the majority of residents in these communities have additional vulnerabilities with lower incomes, fewer social determinants, a higher percentage of people from protected classes, inherent geographic and social isolation, and generational trauma. Enlisting the governing safety mechanism to secure property will sustain the well-being that many residents are struggling to acquire and maintain. Preventing further financial and personal loss, due to disaster, will contribute to the long-term resilience of individuals and families.

*Updated by NX (5/4/21)

Information received by HCD via email from SHAllen@buttecounty.net (4/8/21)

See more information in attachment titled "Butte County Response to 2018 CDBG"

Question:

Will the project affect protected classes, underserved communities, and vulnerable populations specifically? When identifying project areas, has the County considered areas specifically related to these groups?

Answer:

Yes. The 20 community areas selected for this project are isolated individuals in rural, often pioneer areas. The demographics do not represent protected classes, but are very much underserved and vulnerable populations. These are often poor areas, with many residents living in substandard living conditions. Families have experienced significant generational trauma and have a deep reluctance for government involvement. Most communities have extremely limited access to basic public amenities, social services, and support systems due to location and/or a cultural intolerance for "outside" support. Because they are very often isolated, reluctant, and underserved they have not benefitted from the type of self-sufficiency opportunities typically in place in other more robust, service-oriented communities.

The areas for the project were selected because they are high-fire risk, because isolated properties are often less abated for fire prevention, and because of the complexity of serving the population that resides there. The resistance to following laws on private property and interacting with government officials is profound due to a generational history of suspicion, criminal activity, and chosen isolation. Yet, without meaningful education that changes behavior and concentrated interventions in these areas, the future of fire is imminent. This will impact not only the property that ignites the fire but the surrounding households, that when evacuated or when they lose their home, would have very few financial and social resources to recover. These areas represent unstable lifelines with few resources to prevent, escape from, or recovery from impending disasters.

Can this project be replicated in other communities?

Yes

If yes, provide a description.

The Fire Prevention and Protection: Code Enforcement Project, in its partnership with fire services, is an essential tool for safety that can be replicated in other communities. When fire services have exhausted their role and responsibility of education, and high fire risk remains, there is a necessity for further protective action. The duties of the Code Enforcement Officers, of educating, citing, hiring abatement contractors, and holding property owners financially responsible is a charter that is relevant in other counties in mitigating hazards. The authority for addressing public nuisances through nuisance abatement is granted to local jurisdictions by state law, so it can be replicated.

Unique to small, rural communities are challenges with limited access to gated property distanced from houses; rugged terrain leading to property; illegal actions on property typically hidden from law enforcement view; and community cultural that is resistance to government involvement. This program will meet these unique barriers and could provide learning to counties faced with similar challenges. Learning from these efforts to replicate in other communities will allow other programs to be more efficient and effective earlier in the implementation process and will build an infrastructure that protects the safety of its officers.

Will you be able to quantitatively measure the impact the proposed project will have on current and future risk?

Yes

Explain how you will quantitatively measure the impact of the proposed project on current and future risk.

The outcome for implementing this project is that 40 parcels per year, that otherwise would pose an imminent severe fire risk, will be abated to meet safety code standards.

In 2020, there were 4,149 defensible space inspections by Fire Personnel, and while the majority abated their property once receiving a notice of inspection and education, there were 966 follow-up non-compliant inspections.

In 2019, the Bangor area (the MID) was the focus of critical space inspections, at which time 144 inspections were completed. Another 159 properties were inaccessible due to locked gates. This data indicates that the MID, alone, has a need for access and measures to reduce risk, even after experiencing the Wind Complex Fire two years prior.

Without the Fire Prevention and Protection: Code Enforcement Project, there is a gap of protection between Fire Personnel inspections and potential fires. Code Enforcement Officers have the charge of continuing the inspection and education process with the added tools of citation, abatement crews, and the legal system. They serve only homes who have been unwilling or unable to make the necessary clearance of fuels from their property. Therefore, for every property that is brought into compliance as part of this project, it represents the mitigation of future fire.

Upload quantitative data showing a project's anticipated impact on current and future risks.

Quantitative Data.pdf

Given a 3 year Period of Performance and Assuming Spring 2021 start date, what is your expected period of performance? (anticipated start date and completion date)

The period of performance will span the full three years of funding available. Once the Standard Agreement is executed (anticipated April 2021), staff will be expeditiously recruited, hired, and trained in order to have them in the field by fire season. Duties and responsibilities will continue until the completion of the grant (anticipated March 2024).

Proposed Project Timeline

Timeline.pdf

APPLICABLE LOCAL POLICIES AND PLANS

Do you have procurement policies and procedures?

Yes

If yes, upload your procurement policies and procedures.

Center-Led Procurement Manual.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Do you have a current hazard mitigation plan?

Yes

If yes, upload your plan

County Mitigation Plan.pdf

If yes, but the plan is in another previously uploaded document, please name the document.

In using HUD funds for projects, Subrecipients must comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended by the Uniform Relocation Act Amendments of 1987 (URA or Uniform Act).

Do you have existing policies and procedures to ensure compliance with the Uniform Relocation Act (URA)?

No

If no, please provide a status.

Butte County's URA Policies and Procedure have been development specifically for Housing Rehabilitation projects. The State URA policy will be utilized.

Do you have policies and procedures for completing National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) environmental reviews?

No

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If no, please provide a status.

Butte County has an established CEQA process which is in the process of being amended to include the NEPA process.

Section 3 of the Housing and Urban Development Act of 1968 (Section 3), as amended, requires that economic opportunities generated by CDBG-DR funds be targeted toward Section 3 residents. A Section 3 plan must establish standards and procedures to be used to ensure that the objectives of Section 3 are met and records, reports, and other documents or items to demonstrate compliance with Section 3 regulations are maintained.

Do you have a Section 3 plan?

No

If no, please provide a status.

The County will take steps to develop all necessary plans for the program or projects as part of the clearance of general and special conditions for the master agreement.

Do you have anti-lobbying policies and procedures?

Yes

If yes, upload your anti-lobbying policies and procedures.

ATTACHMENT V - Anti-lobbying.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Do you have conflict of interest policies and procedures?

Yes

If yes, upload your conflict of interest policies and procedures.

2020 CONFLICT OF INTEREST CODE.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Do you have non-discrimination policies and procedures?

Yes

If yes, upload your non-discrimination policies and procedures.

Non Discrimination Policy.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Do you have timekeeping policies and procedures?

No

If no, please provide a status.

The county will take steps to develop all necessary policies as part of the clearance of general and special conditions for the master agreement

Do you have financial management policies and procedures?

Yes

If yes, upload your financial management policies and procedures.

Financial Policies.pdf

If yes, but the policies and procedures are in another previously uploaded document, please name the document.

Do you affirm that your policies and procedures are consistent with 2 CFR part 200?

Yes

ORGANIZATIONAL STRUCTURE, CAPACITY, AND AUTHORITY

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Approved Date: 7/16/2021

Prep Date: 03/15/2022

What is your governing board meeting schedule?

The Butte County Board of Supervisors meet the second and fourth Tuesdays of each month, or as set by special order of the Board.

Documentation for staff experience may include one or both of the following: A narrative description of the experience details of key staff for this project and whether they are new hires or existing staff. A chart of staff by experience in CDBG and/or federal grants management AND experience related to content of the project applied for.

Staff Experience: How many staff do you have with experience in CDBG or federal grants management? How many staff do you have with experience related to content of the project being applied for?

Staff Experience.pdf

Debarment Check

Debarment Check.pdf

Government Agency Taxpayer ID Form

TAX_ID_Form.pdf

Payee Data Record STD 204 Form

Signed std204.pdf

Have you reviewed the sample authorizing resolution?

Yes

Budget Worksheet

View Budget Worksheet

<https://portal.ecivis.com/#/peerBudget/77602E90-57C4-4462-9CCC-10721831BA43>

Goals Worksheet

View Application Goals**Additional Information**

Butte County Response to 2018 CDBG.pdf

Additional Information

LMI and Service Area Maps.pdf

Additional Information

Clarifying Code Enforcement threshold information.pdf

Additional Information

Resolution.pdf

Additional Information

DoBAffidavit.CodeEnforcement.pdf

Additional Information

DoBAnalysisCodeEnforcement.pdf

Additional Information

Brian Ring Oath 2020.pdf

Additional Information

Time Keeping Process.docx

Additional Information

Butte-DR-MHPNEPA-EnvironmentalPolicy-Final Clean.docx

Additional Information

NEPAExemptionCert.CodeEnforcement.pdf

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Approved Date: 7/16/2021

Prep Date: 03/15/2022

Additional Information

Scope of Work.docx

Additional Information

File Upload

File Upload

Additional Information

Additional Information

Additional Information

Additional Information

of Reviews

1

of Denials

0

Average Score

File Upload

File Upload

File Upload

File Upload

Applications: File Attachments

Upload project description, if available.

Project Description.pdf

Upload document of data supporting the LMI population to be benefitted and/or a map of the service area (Optional)

LMI and Service Area Maps.pdf

Upload documentation that supports how the project benefits a MID area (Optional)

High Fire Areas and MID Map.pdf

Project Budget broken down by eligible activity and activity costs

CE Budget.pdf

Upload quantitative data showing a project's anticipated impact on current and future risks.

Quantitative Data.pdf

Proposed Project Timeline

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Approved Date: 7/16/2021

Prep Date: 03/15/2022

Timeline.pdf

Staff Experience: How many staff do you have with experience in CDBG or federal grants management? How many staff do you have with experience related to content of the project being applied for?

Staff Experience.pdf

2018 CDBG-MIT

Fire Prevention and Protection: Code Enforcement Project Description

The Wind Complex Fire touched down on La Porte Road and Oro Bangor Highway, destroying 74 structures in remote South Butte County. It was carried by timber fuels, heavy understory of shrub, brush, and grasses, widely present in Butte County's unincorporated areas. This scenario of fuels spreading fire, destroying property, and the emergency evacuation of residents has become tragically common in Butte County. Fire prevention and protection is an integral part of the Butte County Local Hazard Mitigation Plan. Developing a compliance systems for abating fuel on private property in these high and very-high fire risk areas is critical to the safety and security of Butte County residents.

The purpose of mitigation planning is to recognize the natural hazards that impact counties, to identify actions and activities to reduce losses from those hazards, "and to establish a coordinated process to implement the plan, taking advantage of a wide range of resources." (44 CFR 201.1[b]) Butte County has conducted mitigation planning to identify that one of the most prevalent risks associated with fire hazard in the county are individual property owners who are unaware, unable, or unwilling to properly abate hazards from their property.

The Fire Prevention and Protection: Code Enforcement Project is a new, essential program for Butte County. The new program will expand the geographic boundaries of prevention and protection requirements into more remote unincorporated areas to minimize future wildfires. The County Board of Supervisors adopted Fire Prevention and Protection requirement as Chapter 38 A to the Butte County code on February 9, 2020 with additional wildfire safety requirements for defensible space and hazardous vegetation reduction. The first phase of the program is led by CALFire Butte County Fire that will perform inspections and provide one-on-one education to property owners to mitigate their property. These education and citation strategies are effective with the majority of property owners, but for those who cannot or will not remove hazards on their property, a second phase involving Code Enforcement Officers is essential. These officers also offer education and issue citations, before and during fire season. If the property owner is unable or unwilling to bring the property to code, Officers will hire contractors to abate the property, and coordinate warrants and litigation for payment. Case work is completed with the administrative support of an Office Specialist with legal work background. This phase of intervention is the last resort to rectify a direct fire hazard. Without such an intervention the property would remain a danger to the residents and their community.

The Fire Protection and Prevention: Code Enforcement Project will fund two Code Enforcement Officers for active field work, coordination of hearings and abatement, issuing liens, and overseeing case management. An Office Specialist will support the legal and case management needs of each property. One vehicle will also be funded.

The Project will focus on 20 remote, unincorporated, low-income communities in the county, including the Most Impacted and Distressed Area of the Wind Complex Fire. All areas are high or very high fire risk areas in Butte County.

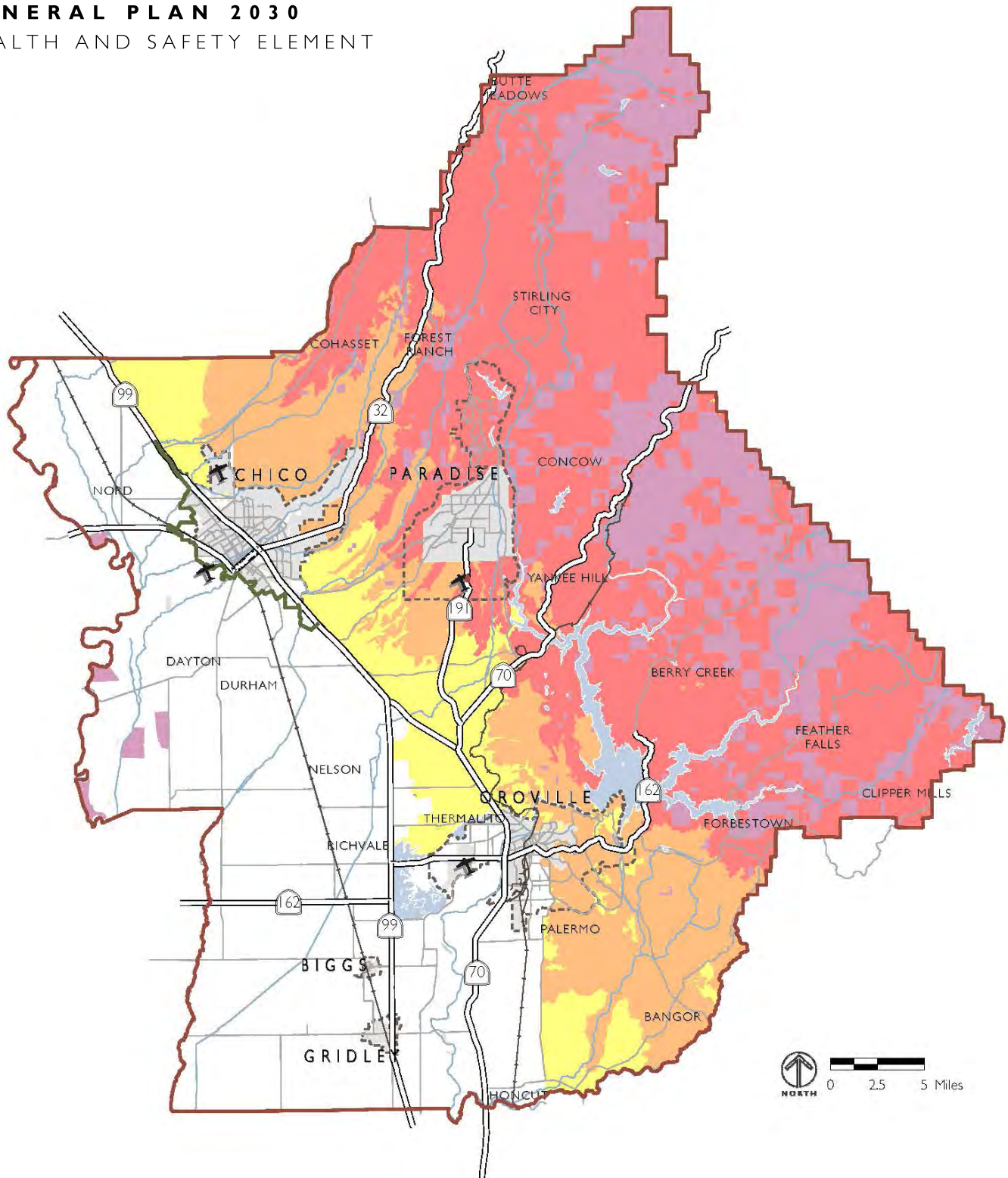
2018 CDBG-MIT

Butte County Public Service Applications

Service Areas and LMI Eligibility

OBJECTID	GEOID	NAME	PLACE_TYPE	STAT	STUS	LOW	LOWMOD	LMMI	LOWMC	LOWMOD_x
19966	603792	Bangor CDP	Census-designated Places	6	CA	60	285	410	585	48.72
19985	606070	Berry Creek CDP	Census-designated Places	6	CA	350	640	970	1325	48.3
20036	609318	Butte Meadows CDP	Census-designated Places	6	CA	0	0	0	0	0
20091	612818	Cherokee CDP	Census-designated Places	6	CA	0	10	65	110	9.09
20108	614148	Clipper Mills CDP	Census-designated Places	6	CA	0	95	95	95	100
20113	614442	Cohasset CDP	Census-designated Places	6	CA	145	365	465	935	39.04
20122	616035	Concow CDP	Census-designated Places	6	CA	150	240	370	550	43.64
10977	6.01E+10	Feather Falls	2015ACS	6	CA	270	390	660	730	53.42
20250	624750	Forbestown CDP	Census-designated Places	6	CA	115	115	345	345	33.33
20254	624918	Forest Ranch CDP	Census-designated Places	6	CA	90	230	480	830	27.71
20339	634428	Honcut CDP	Census-designated Places	6	CA	115	135	135	165	81.82
10975	6.01E+10	Hurleton	2015ACS	6	CA	450	770	965	1590	48.43
20375	638024	Kelly Ridge CDP	Census-designated Places	6	CA	545	1025	1730	2715	37.75
20495	645120	Magalia CDP	Census-designated Places	6	CA	2935	5205	7715	11290	46.1
20622	655086	Palermo CDP	Census-designated Places	6	CA	1915	3245	4015	5895	55.05
20681	659115	Rackerby CDP	Census-designated Places	6	CA	0	15	45	95	15.79
20709	662200	Robinson Mill CDP	Census-designated Places	6	CA	0	0	0	0	0
20811	674186	Stirling City CDP	Census-designated Places	6	CA	95	95	95	175	54.29
20848	678470	Thermalito CDP	Census-designated Places	6	CA	2655	4785	5890	7085	67.54
20951	686678	Yankee Hill CDP	Census-designated Places	6	CA	100	100	170	270	37.04
							17745		34515	51.41%

**BUTTE COUNTY
GENERAL PLAN 2030
HEALTH AND SAFETY ELEMENT**



Sources: Butte County GIS, 2009; California Department of Forestry and Fire Protection, 2007.

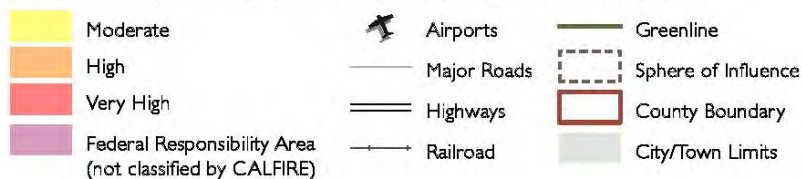
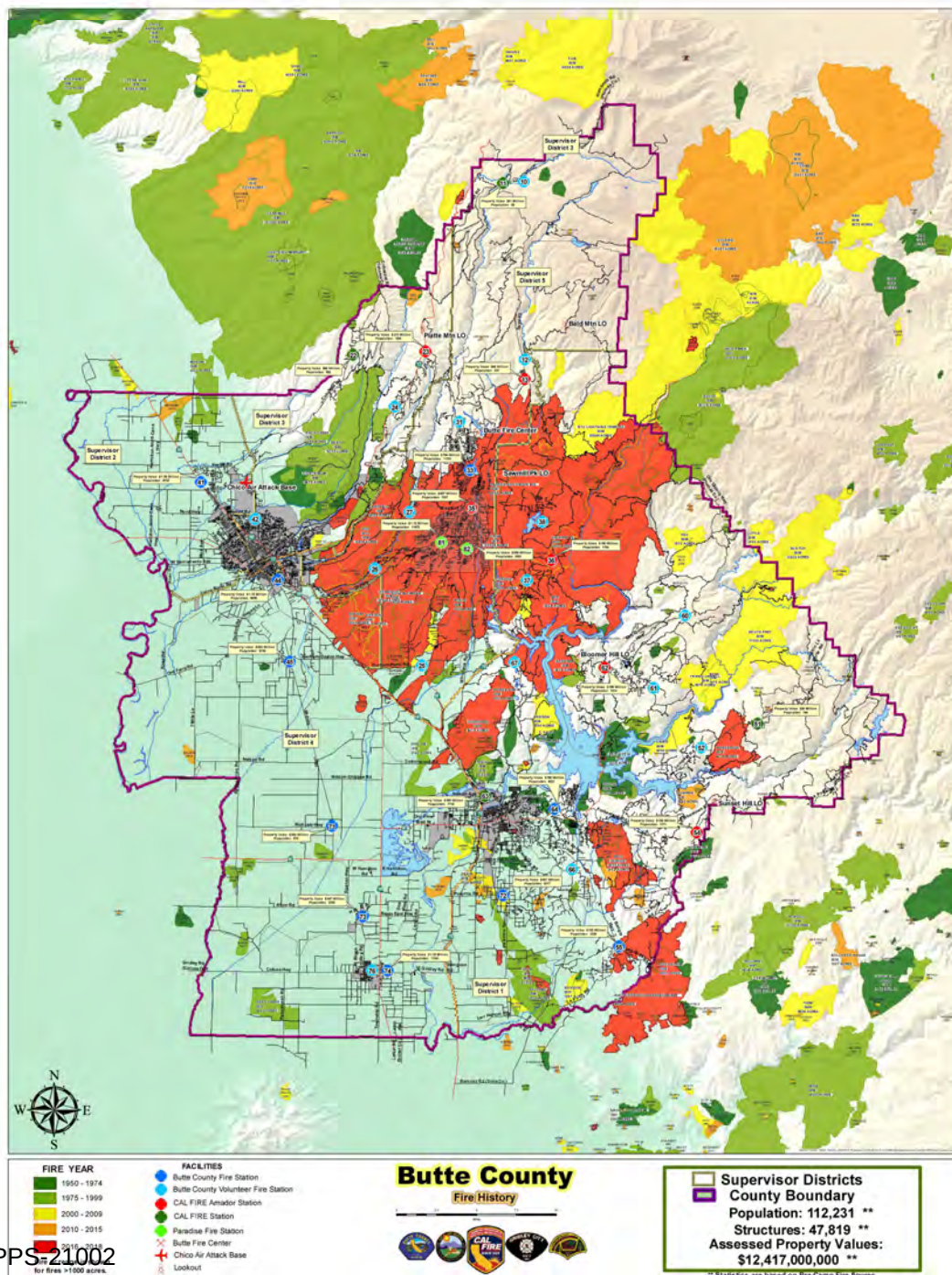


FIGURE HS - 9
FIRE HAZARD SEVERITY ZONES

BUTTE COUNTY COMMUNITY DEMOGRAPHICS AND FIRE HISTORY MAP 2018



17-MITPPS-21002

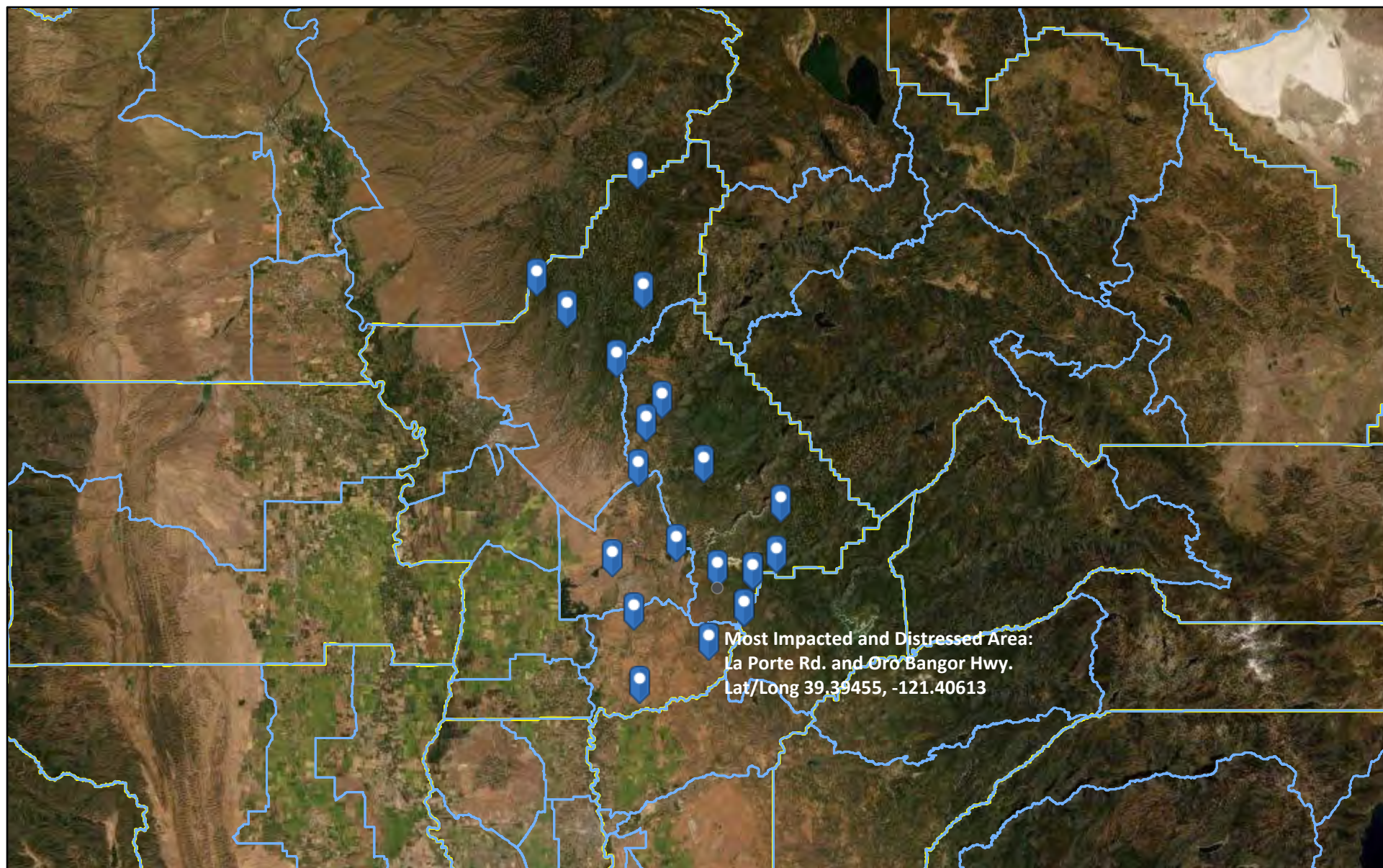
Approved Date: 7/16/2021

Prep Date: 03/15/2022

20 Proposed High Fire Communities and Most Impacted and Distressed Area

County of Butte
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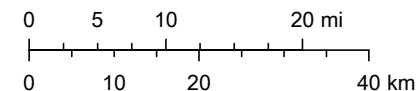
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- LMISD by County Subdivision
- LMISD by County

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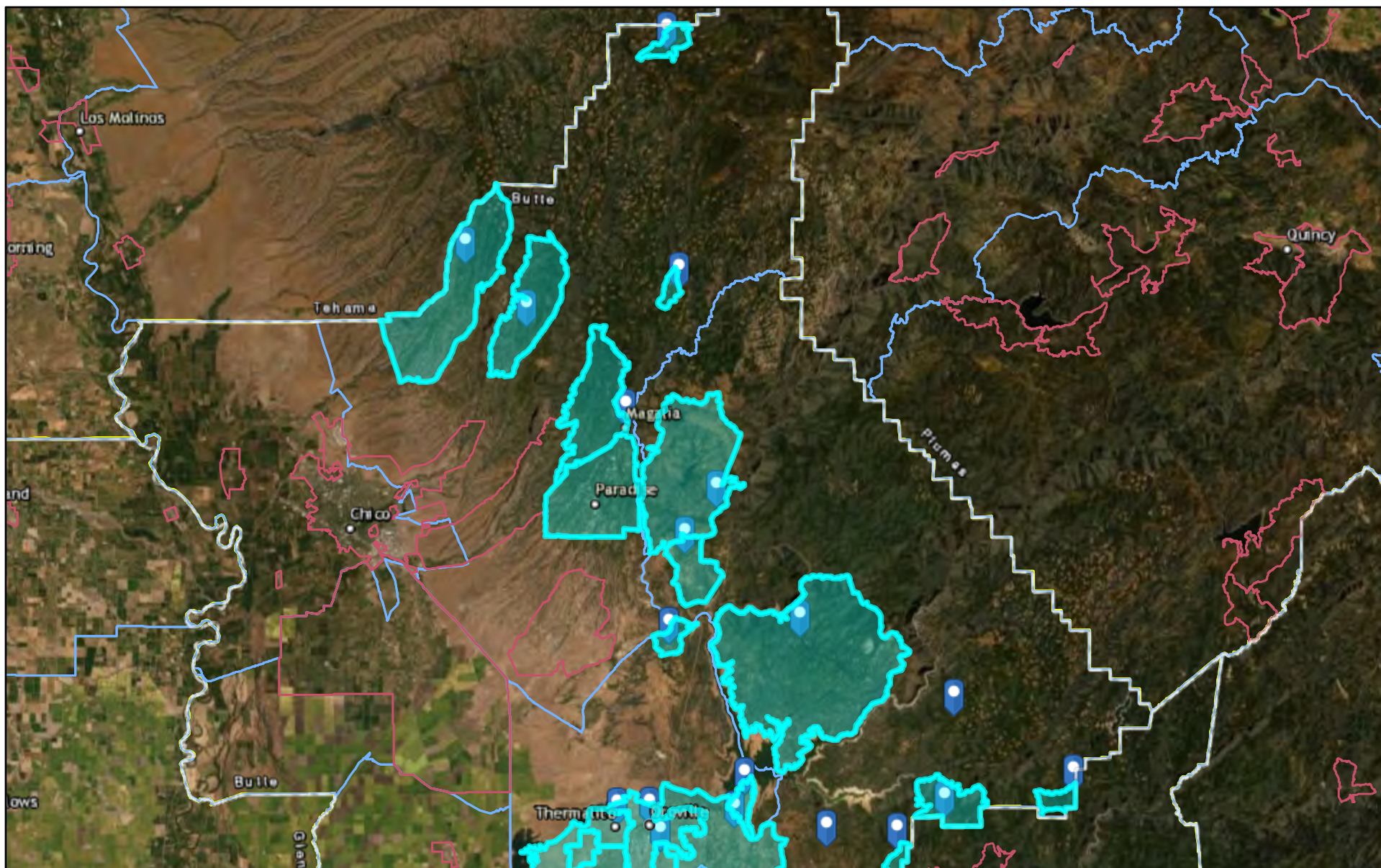
Earthstar Geographics

17-MITPPS-21002
Approved Date: 7/16/2021
Prep Date: 03/15/2022

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Earthstar Geographics |

North to Mid-County Communities in Fire Education Campaign

Low- and Moderate-Income Data, based on 2011-2015 ACS 5-year Estimates



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LMISD by Place & Consolidated City LMISD by County

LMISD by County Subdivision

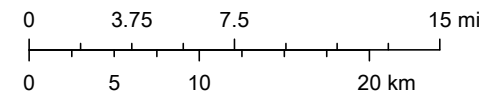
Communities do not include Paradise

17-MITPPS-21002

Approved Date: 7/16/2021

Prep Date: 03/15/2022

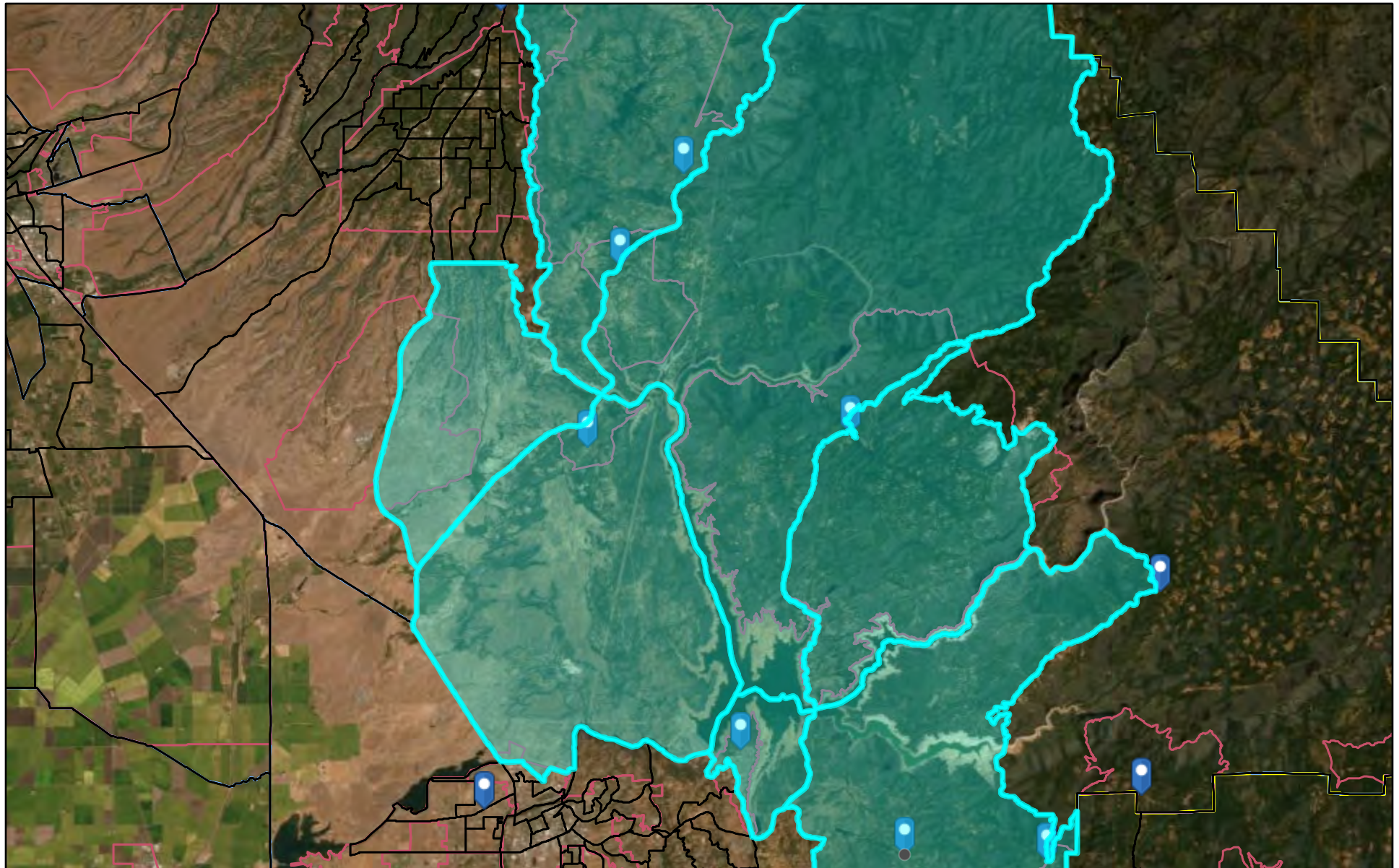
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Esri, HERE, Garmin, Earthstar Geographics

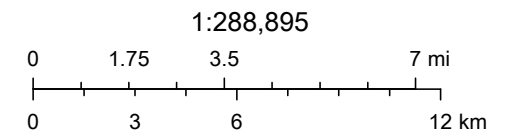
U.S. Department of Housing and Urban Development, Web AppBuilder for
Earthstar Geographics | Esri, HERE, Garmin |

Low- and Moderate-Income Data, based on 2011-2015 ACS 5-year Estimates



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- LMISD by Block Group
- LMISD by County Subdivision
- LMISD by Place & Consolidated City
- LMISD by County



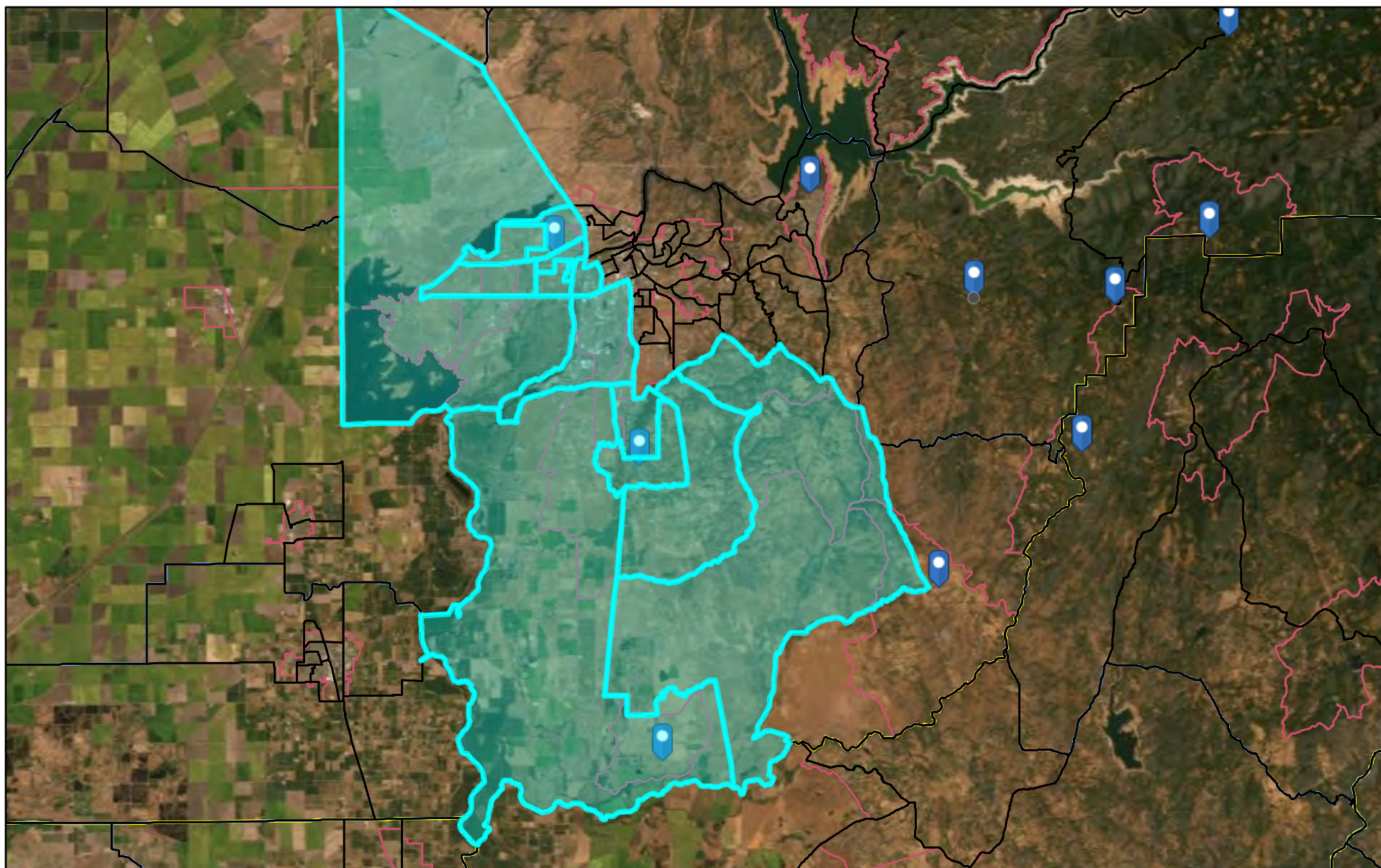
Earthstar Geographics

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West and Central Mid-County Communities in Fire Education Campaign

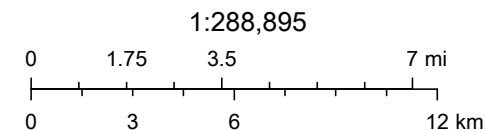
County of Butte
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Page 24 of 37

Low- and Moderate-Income Data, based on 2011-2015 ACS 5-year Estimates



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- LMISD by Block Group
- LMISD by County Subdivision
- LMISD by Place & Consolidated City
- LMISD by County



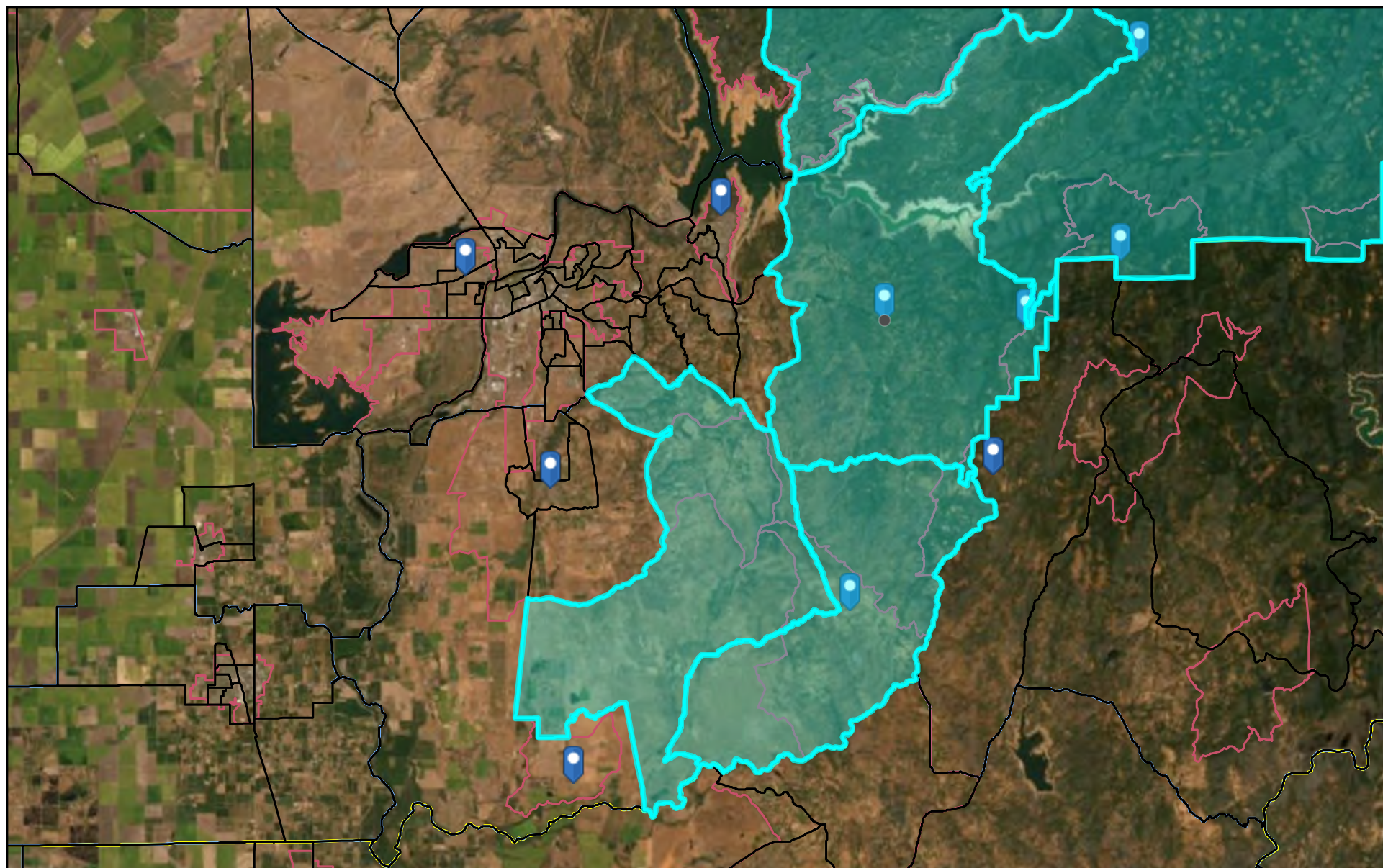
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Approved Date: 7/16/2021
Prep Date: 03/15/2022

East and South County Communities in Fire Education Campaign

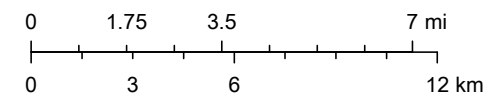
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- LMISD by County

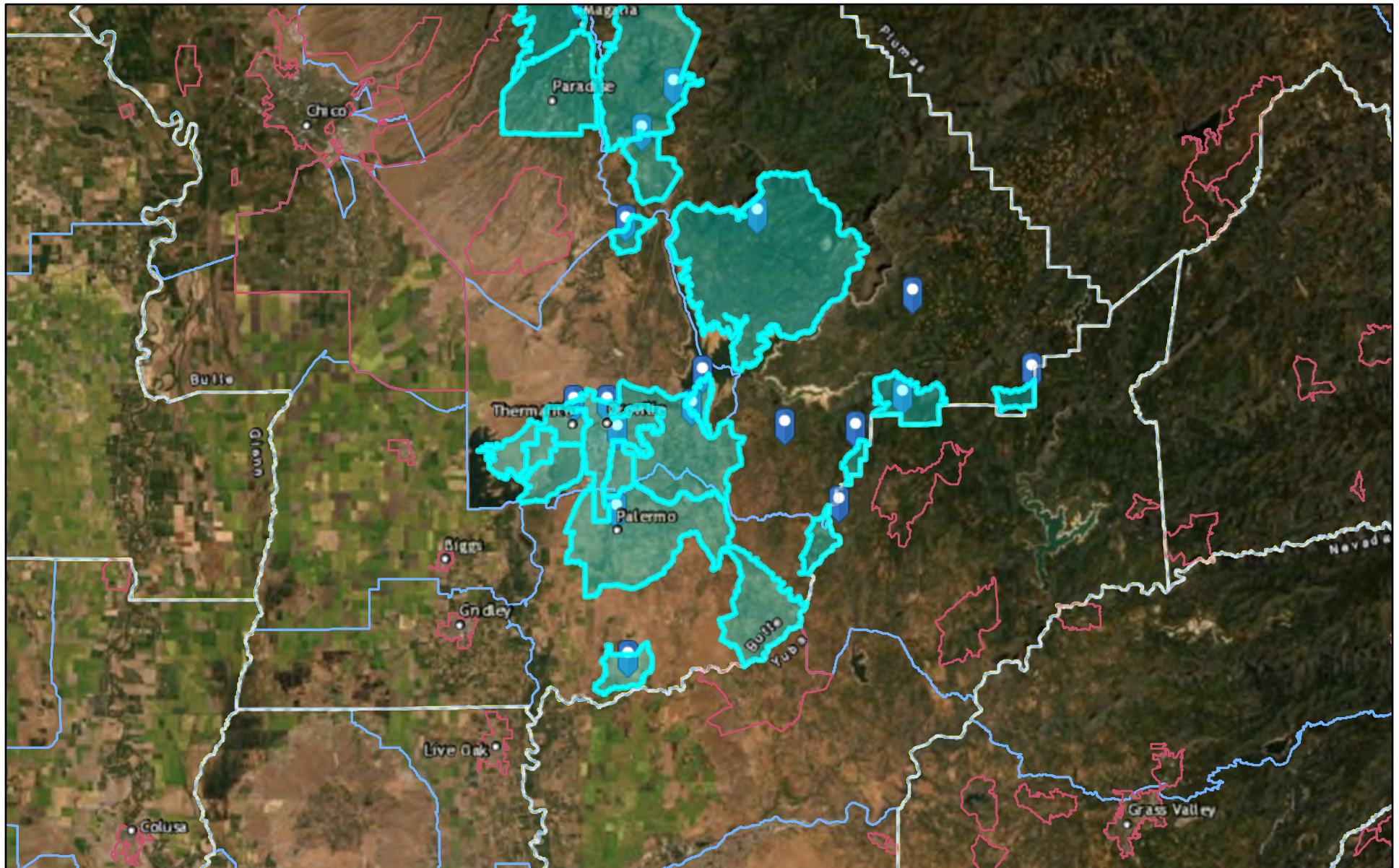
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Low- and Moderate-Income Data, based on 2011-2015 ACS 5-year Estimates



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LMISD by Place & Consolidated City LMISD by County

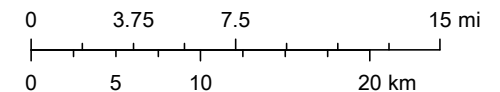
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17-MITPPS-21002

Approved Date: 7/16/2021

Prep Date: 03/15/2022

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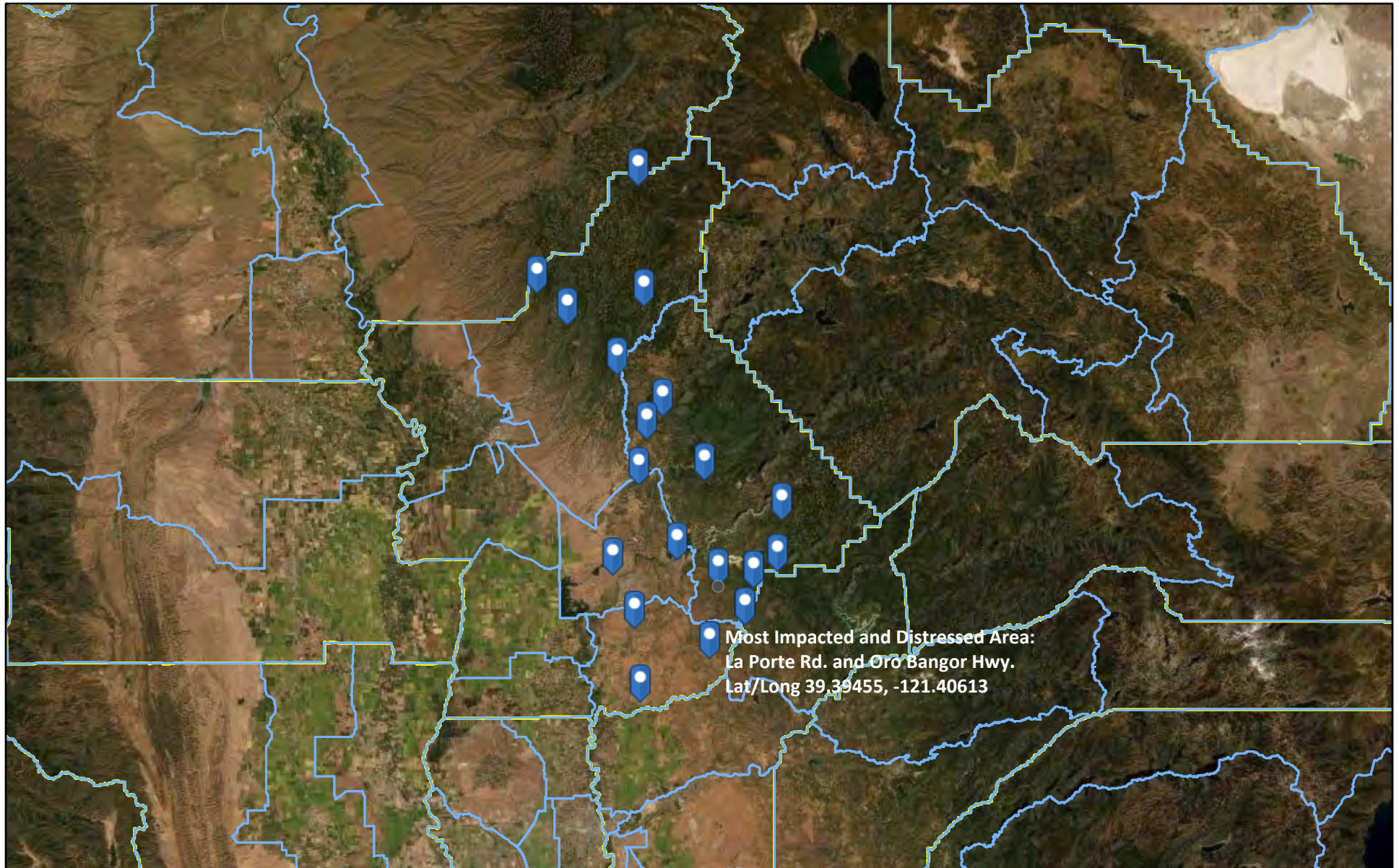
Esri, HERE, Garmin, Earthstar Geographics

U.S. Department of Housing and Urban Development, Web AppBuilder for
Earthstar Geographics | Esri, HERE, Garmin |

20 Proposed High Fire Risk Areas with Most Impacted and Distressed Area

County of Butte
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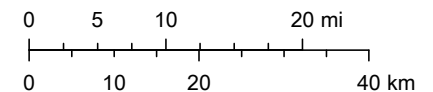
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-  LMISD by County Subdivision
-  LMISD by County

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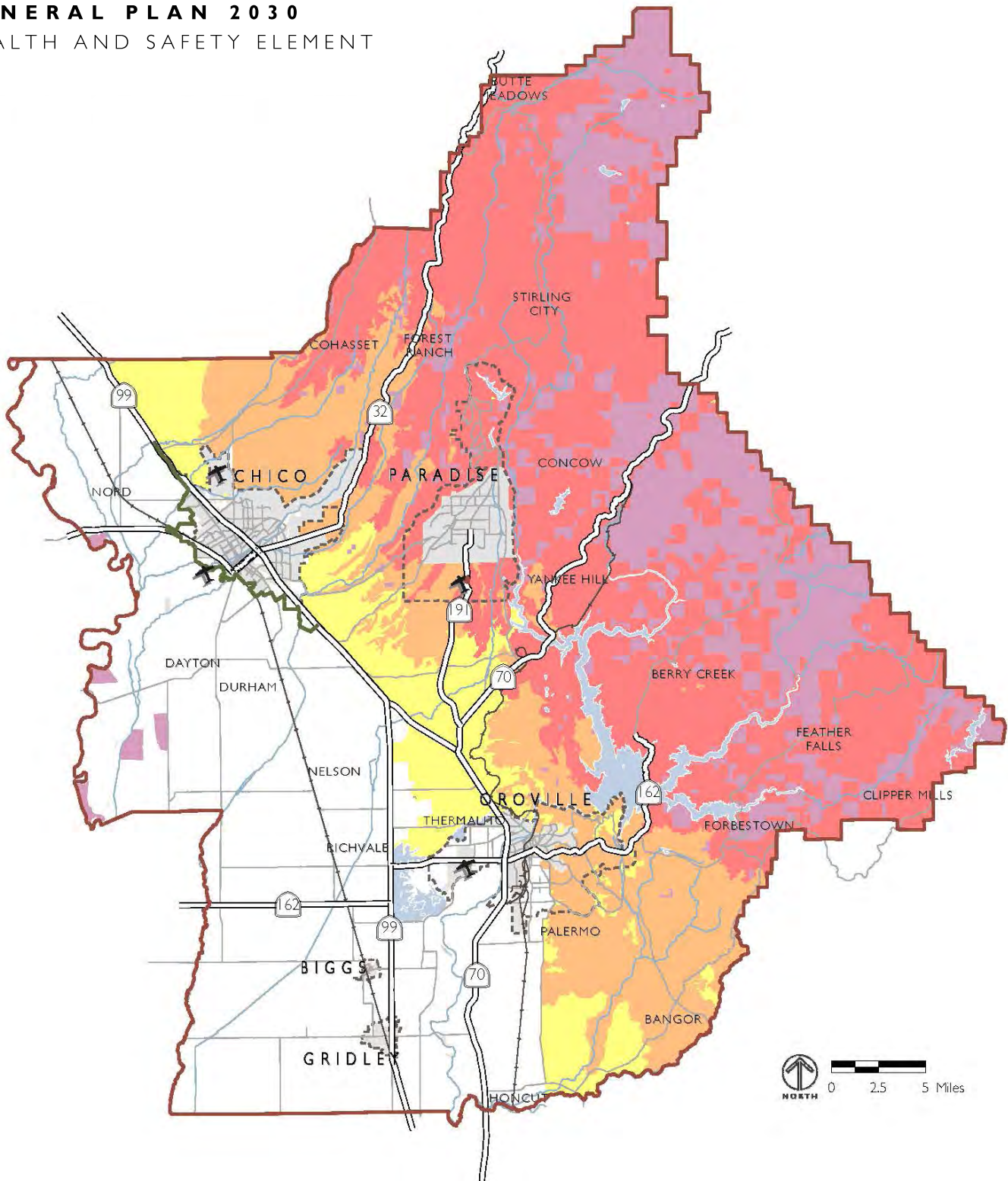


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BUTTE COUNTY
GENERAL PLAN 2030
HEALTH AND SAFETY ELEMENT



Sources: Butte County GIS, 2009; California Department of Forestry and Fire Protection, 2007.

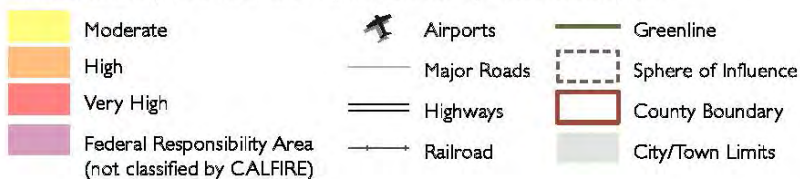


FIGURE HS - 9
FIRE HAZARD SEVERITY ZONES

Bangor Fire Terrain



2018 CDBG-MIT/PPS Grant Application
 Fire Prevention and Protection: Code Enforcement

Activity Costs	Description	YEAR ONE	YEAR TWO	YEAR THREE	THREE YEAR BUDGET
Code Enforcement Officers Salary	2 FTE	100,464	100,464	100,464	301,392
Office Specialist	1 FTE	29,162	29,162	29,162	87,486
Benefits and Related Expenses	3 FTE	21,097	21,097	21,097	63,291
Vehicle Acquisition		41,734	-	-	41,734
Fuel		2,032	2,032	2,032	6,097
TOTAL		194,489	152,755	152,755	500,000

2018 CDBG-MIT

Butte County Fire Prevention and Protection: Code Enforcement

Number of Property Owners Complying with Mandatory Abatement Codes After Non-Responsiveness to Fire Personnel

	2021		2022		2023		2023		CDBG-MIT Grant	
	Approx. 8 months of funding		12 months of funding		12 months of funding		Approx. 4 months of funding		3 years of funding	
	Anticipated	Actual	Anticipated	Actual	Anticipated	Actual	Anticipated	Actual	Anticipated	Actual
Number of Homes in MID	6		10		10		4		30	
Number of LMI Homes Not In the MID	20		30		30		10		90	
TOTAL	26		40		40		14		120	

2018 CDBG-MIT

Butte County Fire Prevention and Protection: Code Enforcement

Timeline

Execute Standard Agreement with HCD	March 2021
Recruit and hire staff	April-May 2021
Purchase equipment and vehicles	April 2021
Train staff	May 2021
Active field work/Fire Season	May-Aug (annual)
Hearings and Abatement	August-November (annual)
Liens and Case Management	December-May (annual)
Completion Date/Close Out Process	March 2024

2018 CDBG-MIT
Fire Prevention and Protection: Code Enforcement Project
Butte County Staff Experience

Staff Member	Title	Department	Years of CDBG or Federal Grant Management Experience	Project Content Experience
Paula Danulek	Director	Development Services	7 years	23 years
Chris Jellison	Code Enforcement Division Manager	Development Services	No federal or CDBG Grants	7 years Code Enforcement 22 years Law Enforcement/Military
<i>Will be hired</i>	Code Enforcement Officer	Development Services	<i>Preferred Experience</i>	Minimum 1 year
<i>Will be hired</i>	Code Enforcement Officer	Development Services	<i>Preferred Experience</i>	Minimum 1 year
<i>Will be hired</i>	Office Specialist	Development Services	<i>Preferred Experience</i>	Minimum 1 year
Jennifer Macarthy	Deputy Administrative Officer	Administration	25+ years	N/A
Jaclyn Thompson	Senior Management Analyst	Administration	8+ years	N/A
Donavon Rhinehart	Associate Administrative Analyst	Administration	6+ years	N/A

The mission of the Code Enforcement Division is to ensure the health and safety of the county by addressing code and standards violations. The scope of violations include abandoned vehicle abatement, camping violations, illegal dumping, junk in public view, lighting, medical marijuana, nuisance abatement, unsafe structures, and zoning violations. There are currently six full-time and five extra-help Code Enforcement Officers that address the before mentioned violations.

The Fire Prevention and Protection: Code Enforcement Project is a new, essential program for Butte County. The new program will expand the geographic boundaries of prevention and protection requirements into more remote unincorporated areas to minimize future wildfires. The County Board of Supervisors adopted Fire Prevention and Protection requirement as Chapter 38 A to the Butte County code on February 9, 2020 with additional wildfire safety requirements for defensible space and hazardous vegetation reduction. The first phase of the program is led by Cal Fire-Butte County. They will perform inspections and provide one-on-one education to property owners to mitigate their property. These education and citation strategies are effective with the majority of property owners, but for those who cannot or will not remove hazards on their property, a second phase involving Code Enforcement Officers is essential. These officers also offer education and issue citations, before and during fire season. If the property owner is unable or unwilling to bring the property to code, Officers will hire contractors to abate the property, and coordinate warrants and litigation for payment. Case work is completed with the administrative support of an Office Specialist with legal work background. This phase of intervention is the last resort to rectify a direct fire hazard. Without an intervention, the property would remain a danger to the residents and their community.

The Project will focus on 20 remote, unincorporated, low-income communities in the county, including the Most Impacted and Distressed Area of the Wind Complex Fire. All areas are high or very high fire risk areas in Butte County. The 20 "Communities at Risk" identified by the California State Forester are the following:

1. Bangor
2. Berry Creek
3. Butte Meadows
4. Cherokee
5. Clipper Mills

6. Coniasset

7. Concow

8. Feather Falls

9. Forbestown

10. Forest Ranch

11. Honcut

12. Hurleton

13. Kelly Ridge

14. Magalia

15. Palermo

16. Rackerby

17. Robinson Mill

18. Stirling City

19. Thermalito

20. Yankee Hill

The outcome for implementing this project is that 40 parcels per year, that otherwise would pose an imminent severe fire risk, will be abated to meet safety code standards.

In 2020, there were 4,149 defensible space inspections by Fire Personnel, and while the majority abated their property once receiving a notice of inspection and education, there were 966 follow-up non-compliant inspections.

In 2019, the Bangor area (the MID) was the focus of critical space inspections, at which time 144 inspections were completed. Another 159 properties were inaccessible due to locked gates. This data indicates that the MID, alone, has a need for access and measures to reduce risk, even after experiencing the Wind Complex Fire two years prior.

Without the Fire Prevention and Protection: Code Enforcement Project, there is a gap of protection between Fire Personnel inspections and potential fires. Code

Enforcement Officers have the charge of continuing the inspection and education process with the added tools of citation, abatement crews, and the legal system. They serve only homes who have been unwilling or unable to make the necessary clearance of fuels from their property. Therefore, for every property that is brought into compliance as part of this project, it represents the mitigation of future fire risk.

Time Frame: 36 months

Two full-time Code Enforcement Officers will be hired and assigned to perform the following duties: respond to code violations, educate property owners on how to mitigate property and the legal need to do so, inspect properties, issue citations, solicit and hire contractors to remediate high-risk property if the property owner is unwilling or unable to, issue warrants for unpaid violations and property remediation, and represent County in litigation with property owners.

One full-time Office Specialist will support the Code Enforcement Officers in managing the administrative, fiscal, and legal tasks, as well as data collection and reporting.

Code Enforcement loaded rate: \$41.00

Office Specialist loaded rate: \$31.99

Activity Delivery Costs for grant administration and reporting are included up to \$7,500.00

Budget Report

Passthrough Agency: California Department of Housing and Community Development

Program: CDBG-Mitigation Planning & Public Services NOFA

Project Name/Title: Butte County Fire Protection and Prevention: Code Enforcement Project

Org Name: County of Butte

Award/Contract Number: 17-MITPPS-21002

Stage: Budget-to-Actual

Report Date: 07/25/2024

Requested By: Community Development County of Butte

CommunityDevelopment@buttecounty.net

Budget Items

Category	Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	GL Account	Cost Share	Type
Activity										
	Code Enforcement Staff and Support Staff	Two full time code enforcement office and administrative staff support. This includes salary, benefits and related expenses.	1	\$0.00	\$0.00	\$492,500.00	\$0.00		\$0.00	Direct Cost
Activity Total			1	\$0.00	\$0.00	\$492,500.00	\$0.00		\$0.00	
General Administration										
General Administration Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Activity Delivery										
	Staff Time	Grant Administration and reporting	1	\$0.00	\$0.00	\$7,500.00	\$0.00		\$0.00	Direct Cost
Activity Delivery Total			1	\$0.00	\$0.00	\$7,500.00	\$0.00		\$0.00	
Other										
Other Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Grant Total			2	\$0.00	\$0.00	\$500,000.00	\$0.00		\$0.00	

Budget Report, Created by Community Development County of Butte, CommunityDevelopment@buttecounty.net, 07/25/2024

Source: eCivis™ Portal

<http://www.ecivis.com/>