

**SIERRA COUNTY BOARD OF SUPERVISORS'  
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

<b>MEETING DATE:</b>  <b>DEPARTMENT:</b>  <b>PHONE NUMBER:</b>  <b>REQUESTED BY:</b>	<b>TYPE OF AGENDA ITEM:</b> REGULAR          CONSENT          TIMED  <b>SUPPORTIVE DOCUMENT ATTACHED:</b> RESOLUTION          MEMO AGREEMENT          OTHER _____
<b>AGENDA ITEM:</b>	
<b>BACKGROUND INFORMATION:</b>	
<b>FUNDING SOURCE:</b> <b>GENERAL FUND IMPACT:</b>	<b>OTHER FUND:</b> <b>AMOUNT: \$</b>
<b>ARE ADDITIONAL PERSONNEL REQUIRED?</b>  YES          NO  TYPE OF EMPLOYEE	<b>IS THIS ITEM ALLOCATED IN THE BUDGET?</b>  YES          NO  <b>IS A BUDGET TRANSFER REQUIRED?</b>  YES          NO
<b>SPACE BELOW FOR CLERK'S USE</b>	
<b>BOARD ACTION:</b>  APPROVED                  APPROVED AS AMENDED  ADOPTED                  ADOPTED AS AMENDED  DENIED                  OTHER  NO ACTION TAKEN	<b>SET PUBLIC HEARING FOR:</b> _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
<b>BOARD VOTE:</b> BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
<b>COMMENTS:</b>	

\_\_\_\_\_  
CLERK OF THE BOARD

\_\_\_\_\_  
DATE

**BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA**

**RESOLUTION ADOPTING RESIDENCY REQUIREMENTS  
FOR SPECIFIED COUNTY POSITIONS**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the County employs certain employees in positions that are primarily responsible for responding to emergencies affecting public safety, infrastructure, utilities, and essential services; and

**WHEREAS**, the Board of Supervisors finds it necessary to ensure that employees in such positions are able to reasonably respond to emergency call-outs outside of customary work hours; and

**WHEREAS**, the Board of Supervisors finds that establishing a one-hour response time under normal driving conditions appropriately balances operational needs with employee recruitment and retention;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the County of Sierra does hereby adopt the following residency requirements:

**SECTION 1. PURPOSE.**

It is the intent of the County to ensure that County employees and department managers employed in positions with emergency response, operational oversight, or leadership responsibilities are able to reasonably respond to emergencies or emergent situations when called out after customary work hours.

**SECTION 2. COVERED POSITIONS — EMERGENCY RESPONSE CLASSIFICATIONS.**

Employees employed in the following designated positions shall be subject to the residency requirements of this resolution:

- All Deputy Sheriffs (including without limitation the Undersheriff)
- Animal Control Officers
- Deputy Director of Public Works and Transportation
- Environmental Health Director
- Equipment Mechanic I, II, III
- Equipment Shop Lead Worker
- Equipment Shop Supervisor
- OES Coordinator I, II, III
- Plant Manager
- Facilities Manager
- Road Maintenance Lead Worker
- Road Maintenance Supervisor
- Road Maintenance Worker I, II, III
- Road Superintendent
- Water System Operator I, II, III

### **SECTION 3. RESIDENCY REQUIREMENT — EMERGENCY RESPONSE CLASSIFICATIONS.**

Employees in the positions listed in Section 2 shall be required to reside within one (1) hour, under normal driving conditions, of the base station designated for the employee's position.

### **SECTION 4. COUNTY DEPARTMENT MANAGERS — RESIDENCY REQUIREMENT.**

All County Department Managers shall primarily reside within a one (1) hour travel time, under normal driving conditions, of their respective department or primary duty station. This requirement is intended to ensure timely, on-site leadership and response during emergency or emergent situations affecting County operations, public safety, or continuity of services.

The following positions are subject to this requirement:

- Behavioral Health Director
- Building and Planning Director
- Chief Probation Officer
- Chief Technology Officer
- Personnel Director / Risk Manager
- Public Health Director
- Public Works and Transportation Director
- Social Services Director

### **SECTION 4. PREEXISTING EMPLOYEES.**

The provisions of this resolution shall not apply to any permanent part-time or full-time employee who was employed by the County on or before February 3, 2026, and who, as of that date, was not in compliance with the residency requirement, unless the applicable memorandum of understanding expressly provides that this resolution applies to such preexisting employees.

### **SECTION 5. TIME TO ESTABLISH RESIDENCY.**

Employees subject to this resolution shall have ninety (90) days from the date of beginning employment, promotion, transfer, or acceptance of a covered position, including any change in base station, to establish permanent residency in compliance with this resolution.

A one-time extension of up to ninety (90) additional days may be granted by the department head for good cause upon request made prior to the expiration of the initial ninety (90) day period. In no event shall the total time allowed to establish residency exceed one hundred eighty (180) calendar days.

## **SECTION 6. PROBATIONARY EMPLOYEES.**

If an employee who is serving a probationary period fails to establish residency in compliance with this resolution within the required timeframe, the employee's employment shall be deemed terminated during the probationary period without further action required by the County or the department head, and the County Auditor shall thereafter not make any payments to the terminated employee.

## **SECTION 7. JOURNEYMAN SERIES EXCEPTION.**

Employees who were employed by the County as of the adoption of this resolution and who are in positions with a journeyman series, such as I, II, or III classifications, shall not be subject to the residency requirements if promoted to a higher position within the same series, provided the promoted position is not supervisory in nature.

## **SECTION 8. FAILURE TO MAINTAIN RESIDENCY.**

Any employee who fails to establish or thereafter continuously maintain residency as required by this resolution shall be subject to immediate action to terminate employment in accordance with applicable County policies, procedures, Chapter 3.10 of the Sierra County Code (if applicable), and any governing memorandum of understanding.

## **SECTION 9. REPORTING REQUIREMENT.**

Any County employee or official having knowledge of a violation of this resolution shall have an affirmative obligation to promptly report such violation to the Board of Supervisors.

## **SECTION 10. ADMINISTRATION.**

The Director of Personnel, in consultation with County Counsel and affected department heads, is authorized to administer, interpret, and implement this resolution, including designation of base stations, determination of compliance, and development of any administrative procedures necessary to carry out the intent of this resolution, consistent with applicable memoranda of understanding and County policies.

## **SECTION 11. EFFECTIVE DATE.**

This resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** by the Board of Supervisors of the County of Sierra, State of California, this 3<sup>rd</sup> day of February, 2026.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

COUNTY OF SIERRA

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PAUL ROEN, CHAIR  
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

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HEATHER FOSTER  
CLERK OF THE BOARD

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ANDREW PLETT  
COUNTY COUNSEL