

PLUMAS LAFCo
REGULAR MEETING AGENDA

MONDAY August 8, 2022

10:00 AM

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 Main Street
QUINCY, CALIFORNIA

Website: www.plumaslafco.org

ZOOM Participation

You may also use your computer or smart device to watch the video conference and make comments by downloading the Zoom ICloud Conference app or on the Zoom website, or you may dial in with your phone for audio only. See below for instructions on how to join.

The LAFCO meeting is accessible for public comment via live streaming at:
<https://us02web.zoom.us/j/84740785845?pwd=VjAvVmhmRY3ZZL2d6aHVuYyt0TkpmZ09>

or by phone at:

Phone Number 1-669-900-9128

Meeting ID: 847 4078 5845

Passcode: 239354

If you have any problems joining the meeting, please call LAFCo at (530)283-7069.

This meeting is being agendized to allow staff and the public to participate via teleconference or other electronic means pursuant to the Governor's Executive Orders N-25-20 & N-29-20 and dated March 12 & 17, 2020 and Pumas LAFCo Resolutions 2021-0006 and 2021-0007. These Executive Orders authorize local legislative bodies to hold a public meeting via teleconference and to make public meetings accessible telephonically to all members of the public and staff in effort to observe social distancing recommendations in effect for the entire country.

(All meeting materials are available on LAFCo's Website: www.plumaslafco.org)

Commissioners:

Kevin Goss, County Member, Chair
Tom Cooley, City Member, Vice Chair
Bill Powers, City Member
Sherrie Thrall, County Member
Matthew Haesche, Public Member
Terry Swofford, Public Member Alt.
Jeff Engel, County Member Alt.
Pat Morton, City Member Alt.

Staff:

Jennifer Stephenson, Executive Officer
Cheryl Kolb, Clerk
P. Scott Browne, Counsel

MEETING - CONVENES AT 10:00 A.M.

1. CALL TO ORDER: Pledge of Allegiance and Roll Call

2. Approval of Agenda (additions or deletions)

3. Correspondence:

4. CONSENT ITEM (S)

a) Approval of the June 13, 2022 LAFCo minutes

5. Public Comment

Members of the public are invited to address the Commission on any matter of interest to the public that is not on the agenda for a period of time not exceeding 5 minutes. Pursuant to the Brown Act, the Commission cannot take any action on items not listed on the posted agenda but may add to a future agenda matters brought up under public comments for appropriate action at a future meeting.

6. Authorize payment of Claims for June and July 2022

a) Authorize payment of claims June and July 2022.

PUBLIC HEARINGS and ACTION ITEMS:

- 7. Review conditions regarding Resolutions 2021-0006 and 2021-0007**
 - a) Provide direction to continue or repeal authorization pursuant to AB 361 to hold remote teleconference meetings of Plumas LAFCo.
- 8. Receive Eastern Plumas Fire Municipal Service Review and schedule hearing**
 - a) *Receive Executive Officer's presentation.*
 - b) *Receive comments.*
 - c) *Schedule public hearing and consider adoption at October 17, 2022 meeting.*

DISCUSSION ITEMS (no action to be taken):

- 9. Executive Officer's Report**
 - a) *Setting up employment with County payroll*
 - b) *Cancellation of CalPERS Contract*
 - c) *CALAFCO Leg Committee*
 - d) *Lassen LAFCo*
 - e) *LESSG Report, Timeline, MSRs*

10. Commissioner Reports

This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCo, and legislative matters.

11. Adjourn to next regular meeting.

LAFCo's next regular meeting to take place 10:00 am on October 17, 2022

The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.

Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority
Government Code Section 56325.1

Accessibility

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting.

The location of this meeting is wheelchair-accessible. If other accommodations are required to assist a person with a disability to participate in the meeting, please contact the Commission Clerk 24 hours before the meeting as indicated below.

Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Plumas LAFCO must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660.

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more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Late-Distributed Materials. Any material submitted to the Commission after this agenda is posted will be made available for public inspection as soon as possible in the Plumas County Planning Department office at 555 Main Street, Quincy, CA. and at the LAFCo Webpage www.plumaslafco.org

Contact LAFCo Staff LAFCo staff may be contacted at 530-283-7069 or by mail at LAFCo of Plumas County, 5050 Laguna Blvd #112-711, Elk Grove, CA 95758 or by email at jennifer@pcateam.com or by fax at 888-501-0395.

PLUMAS LAFCo

REGULAR MEETING MINUTES

MONDAY June 13, 2022

10:00 AM

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 Main Street
QUINCY, CALIFORNIA

Website: www.plumaslafco.org

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Commissioners:

Kevin Goss, County Member, Chair
Tom Cooley, City Member, Vice Chair
Bill Powers, City Member
Sherrie Thrall, County Member
Matthew Haesche, Public Member
Terry Swofford, Public Member Alt.
Jeff Engel, County Member Alt.
Pat Morton, City Member Alt.

Staff:

Jennifer Stephenson, Executive Officer
Cheryl Kolb, Clerk
P. Scott Browne, Counsel

MEETING - CONVENES AT 10:00 A.M.

1. CALL TO ORDER: Pledge of Allegiance and Roll Call

Roll Call.

Present: Chair County Member Kevin Goss, Vice Chair City Member Tom Cooley, City Member Bill Powers, County Member Sherrie Thrall, Public Member Matthew Haesche, Public Member Alt. Terry Swofford (Not voting), City Member Alt. Pat Morton (Not voting).

Absent: County Member Alt. Jeff Engel

2. Approval of Agenda (additions or deletions)

Approved as provided.

3. Correspondence: None

4. CONSENT ITEM (S)

a) Approval of the April 11, 2022 LAFCo minutes

Motion: Approve April 22, 2022 LAFCo minutes as provided, **Action:** Approve, **Moved by** City Member Bill Powers, **Seconded by** Vice Chair City Member Tom Cooley. Motion passed unanimously.

5. Public Comment

Members of the public are invited to address the Commission on any matter of interest to the public that is not on the agenda for a period of time not exceeding 5 minutes. Pursuant to the Brown Act, the Commission cannot take any action on items not listed on the posted agenda but may add to a future agenda matters brought up under public comments for appropriate action at a future meeting.

No public comment.

6. Authorize payment of Claims for March 2022 and transfer to Reserve Fund

a) Authorize payment of claims April and May 2022.

b) Authorize reallocation of \$1,000 from Contingency Fund to Office Expenses to replace LAFCo computer.

Motion: Authorize payment of claims for April and May of 2022 and authorize transfer of up to \$1,000 from the Contingency Fund to Office Expenses to replace the LAFCo

*laptop., **Action:** Approve, **Moved by** County Member Sherrie Thrall, **Seconded by** Public Member Matthew Haesche.*

***Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).*

***Yes:** Chair County Member Kevin Goss, City Member Bill Powers, County Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair City Member Tom Cooley.*

PUBLIC HEARINGS and ACTION ITEMS:

- 7. Review conditions regarding Resolutions 2021-0006 and 2021-0007**
 - a) Provide direction to continue or repeal authorization pursuant to AB 361 to hold remote teleconference meetings of Plumas LAFCo.
Staff directed to continue to hold remote teleconference meetings.
- 8. Reclassify Commissioners as Employees**
 - a) *Review Executive Officer's report.*
 - b) *Consider Resolution 2022-0002 establishing Commission as employees.*
Motion: Adopt Resolution 2022-0002 establishing Commission as employees, **Action:** Approve, **Moved by** Vice Chair City Member Tom Cooley, **Seconded by** Public Member Matthew Haesche.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Chair County Member Kevin Goss, City Member Bill Powers, County Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair City Member Tom Cooley.
- 9. Public Hearing regarding the Final 2022-2023 LAFCo Budget**
 - a) *Review Executive Officer's report.*
 - b) *Conduct public hearing and consider LAFCo Resolution 2022-0005 adopting a Final LAFCo Budget for Fiscal Year 2022-2023.*
Motion: Adopt Resolution 2022-0005 adopting a Final LAFCo budget for Fiscal Year 2022-2023, **Action:** Approve, **Moved by** Vice Chair City Member Tom Cooley, **Seconded by** Public Member Matthew Haesche.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Chair County Member Kevin Goss, City Member Bill Powers, County Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair City Member Tom Cooley.
- 10. Initiate Consolidation of Quincy LaPorte Cemetery District and Meadow Valley Cemetery District**
 - a) *Receive Executive Officer's report*
 - b) *Consider LAFCo Resolution 2022-0006 initiating consolidation of the two cemetery districts.*
Motion: Adopt Resolution 2022-0006 initiating consolidation of Quincy LaPorte Cemetery District and Meadow Valley Cemetery District, **Action:** Approve, **Moved by** City Member Bill Powers, **Seconded by** Public Member Matthew Haesche.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Chair County Member Kevin Goss, City Member Bill Powers, County Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair City Member Tom Cooley.
- 11. Initiate Consolidation of Mohawk Valley Cemetery District and Cromberg Cemetery District**
 - a) *Receive Executive Officer's report*
 - b) *Consider LAFCo Resolution 2022-0007 initiating consolidation of the two cemetery districts.*

Motion: Adopt Resolution 2022-0007 initiating consolidation of the Mohawk Valley Cemetery District and the Cromberg Cemetery District, **Action:** Approve, **Moved by** County Member Sherrie Thrall, **Seconded by** Vice Chair City Member Tom Cooley. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Chair County Member Kevin Goss, City Member Bill Powers, County Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair City Member Tom Cooley.

12. Initiate Consolidation of Greenville Cemetery District and Crescent Mills Cemetery District

- a) Receive Executive Officer's report
- b) Consider LAFCo Resolution 2022-0008 initiating consolidation of the two cemetery districts.

Motion: Adopt Resolution 2022-0008 initiating consolidation of the Greenville Cemetery District and the Crescent Mills Cemetery District, **Action:** Approve, **Moved by** City Member Bill Powers, **Seconded by** Public Member Matthew Haesche. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Chair County Member Kevin Goss, City Member Bill Powers, County Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair City Member Tom Cooley.

13. CALAFCO Conference

- a) Nominate a City Member or a Public Member for the CALAFCO Board of Directors. Tom Cooley nominated as City Member for the CALAFCO Board of Directors.
- b) Determine attendance at the CALAFCO Annual Conference in Santa Ana Oct. 19-21 Tom Cooley and Matthew Haesche will attend the CALAFCO Annual Conference.
- c) Designate voting delegate and alternate to represent and vote on behalf of LAFCo at the Conference.
Motion: Appoint Tom Cooley as voting delegate and Matthew Haesche as alternate, **Action:** Approve, **Moved by** Chair County Member Kevin Goss, **Seconded by** County Member Sherrie Thrall. Motion passed unanimously.
- d) Authorize the expenditure of funds to attend the CALAFCO Annual Conference.
Motion: Authorize the expenditure of funds to attend the CALAFCO Annual Conference, **Action:** Approve, **Moved by** City Member Bill Powers, **Seconded by** Public Member Matthew Haesche. Motion passed unanimously.
- e) Consider nominations for CALAFCO Annual Achievement Awards.

DISCUSSION ITEMS (no action to be taken):

14. Executive Officer's Report

- a) Cancellation of CalPERS Contract
- b) Policies and Procedures Committee
- c) CALAFCO Leg Committee
- d) MSR status
- e) Applications
- f) LESSG Report, Timeline, MSRs
- g) CALAFCO U
- h) CALAFCO Newsletter

15. Commissioner Reports

This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCo, and legislative matters.

**16. Adjourn to next regular meeting.
Meeting adjourned at 10:50 a.m.**

LAFCo's next regular meeting to take place 10:00 am on August 8, 2022

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Chair:
Kevin Goss

Commissioners:
Tom Cooley, Vice Chair
Sherrie Thrall, County
Matthew Haesche, Pub
Bill Powers, City
Jeff Engel, County Alt
Pat Morton, Alt
T. Swofford, Pub Alt
Executive Officer:
Jennifer Stephenson

Clerk:
Cheryl Kolb



LAFCo

Agenda Item #6

*The Local Agency Formation
Commission Serving Plumas County*

**Claim Authorization Form
June 2022 and July 2022 Expenses**

The Local Agency Formation Commission of Plumas County hereby authorizes the payment of the following claims from the 2021-2022 budget:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
June 2, 2022	Health Care-Gullixson June 22	\$ 689.40
June 15, 2022	Office Expense (Computer)	\$ 1,554.32
July 1, 2022	Planning Staff Svcs Jan – Jun 2022	\$ 380.55
July 2, 2022	Staff Svcs June 2022	\$ 8,267.85
July 6, 2022	Per Diem (June 13, 2022 Meeting)	\$ 700.00
July 6, 2022	Commission Meeting Mileage	\$ 109.28

TOTAL June 2022 (FY 21-22) - LAFCo expenses: \$ 11,701.50

The Local Agency Formation Commission of Plumas County hereby authorizes the payment of the following claims from the 2022-2023 budget:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
July 2, 2022	Health Care-Gullixson July 22	\$ 690.01
July 1, 2022	Pers unfunded liability	\$ 656.00
July 15, 2022	SDRMA Insurance	\$ 2,824.92
July 31, 2022	CALAFCO Membership	\$ 1,315.00
August 1, 2022	Staff Svcs July 2022	\$ 4,350.33

TOTAL July 2022 (FY 22-23) - LAFCo expenses: \$ 9,836.26

DATED: August 8, 2022

APPROVED: August 8, 2022

Kevin Goss, Chair Plumas LAFCo

Attest:

Jennifer Stephenson, Executive Officer

Plumas LAFCO FY 21-22 Bookkeeping

Item	Insurance	Office	Copies	Communications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications	Travel	Mileage	MSR/SOIs	Commiss
Account Number	SDRMA	Expense									Commission			Stipends
Total Budgeted	\$2,648.06	\$ 600.00	\$ 800.00	\$ 1,100.00	\$ 300.00	\$1,754.00	\$2,000.00	\$ 42,000.00	\$ 1,120.00	\$ 800.00	\$ 5,000.00	\$ 1,500.00	\$ 26,000.00	\$ 4,800.00
SDRMA Insurance 21-22	(\$2,648)													
CALAFCO Membership 21-22						\$ (1,254.00)								
AT&T (Jul 21)				\$ (112.33)										
Healthcare Gullixson July 21														
Healthcare Gullixson Aug 21														
CalPERS GASB Reports														
CalPERS Unfunded Liability (21-22)														
Staff Services (Jul 21)			\$ (64.94)	\$ (42.97)	\$ (5.40)			\$ (3,500.00)	\$ (172.50)				\$ (1,665.00)	
Healthcare Gullixson Sep 21														
Healthcare Gullixson Oct 21														
AT&T (Aug 21)				\$ (56.25)										
Staff Services (Aug 21)		\$ (21.64)		\$ (42.97)				\$ (3,500.00)						
Staff Services (Sep 21)				\$ (42.97)				\$ (3,500.00)					\$ (1,395.00)	
Commissioner per diem (Jul 18)														\$ (600.00)
Commission Mileage (July 21)												\$ (111.09)		
Healthcare Gullixson Nov 21														
AT&T (Sept/Oct 21)				\$ (58.22)										
Commissioner per diem (Oct 18)														\$ (600.00)
Commission Mileage (Oct 21)												\$ (73.47)		
Staff Services (Oct 21)			\$ (149.86)	\$ (42.97)	\$ (52.63)			\$ (3,500.00)	\$ (172.50)				\$ (1,125.00)	
CSDA Membership						\$ (500.00)								
Healthcare Gullixson Dec 21														
AT&T (Oct/Nov 21)				\$ (56.51)										
Staff Services (Nov. 21)				\$ (42.97)				\$ (3,500.00)	\$ (120.00)				\$ (1,897.50)	
Healthcare Gullixson Jan 22														
Healthcare Gullixson Feb 22														
Healthcare Gullixson Mar 22														
Commissioner per diem (Nov 8)														\$ (700.00)
County staff services (July 21 - Jan 22)														
AT&T (Nov./Dec 21)				\$ (57.11)										
AT&T (Dec./Jan. 22)				\$ (78.94)										
AT&T (Jan./Feb. 22)				\$ (78.94)										
Staff Services (Dec. 21)				\$ (42.97)				\$ (3,500.00)	\$ (120.00)				\$ (2,115.00)	
Staff Services (Jan. 22)				\$ (42.97)				\$ (3,500.00)					\$ (1,125.00)	
Staff Services (Feb. 22)				\$ (42.97)				\$ (3,500.00)					\$ (2,385.00)	
Staff Services (Mar. 22)				\$ (42.97)				\$ (3,500.00)					\$ (2,362.50)	
AT&T (Feb./Mar. 22)				\$ (69.15)										
Healthcare Gullixson Apr. 22														
Commissioner per diem (Dec. 13 / Mar. 14)														\$ (1,000.00)
Healthcare Gullixson May. 22														
Healthcare Gullixson Jun. 22														
AT&T (Mar./Apr. 22)				\$ (69.45)										
AT&T (Apr./May. 22)				\$ (51.56)										
Commissioner per diem (Apr 11)														\$ (600.00)
Commissioner Mileage (Apr 22)												\$ (200.54)		
Staff Services (Apr 22)		\$ (28.94)		\$ (42.97)				\$ (3,500.00)	\$ (240.00)				\$ (1,665.00)	
Staff Services (May 22)				\$ (42.97)				\$ (3,500.00)					\$ (3,015.00)	
Contingency Transfer		\$ 1,000.00												
LAFCo Computer		\$ (1,554.32)												
County staff services (Jan 22-Jun 22)														
Per Diem (June 13, 2022 Meeting)														\$ (700.00)
Commission Mileage (June 13, 2022 Meeting)												\$ (109.28)		
Staff Services (Jun 22)			\$ (87.52)	\$ (15.33)				\$ (3,500.00)	\$ (120.00)				\$ (4,095.00)	
TOTAL EXPENDED	(\$2,648)	(\$604.90)	(\$302.32)	(\$1,176.46)	(\$58.03)	(\$1,754)	\$0	(\$42,000)	(\$945)	\$0	\$0	(\$494)	(\$22,845)	(\$4,200)
TOTAL REMAINING	\$ -	\$ (4.90)	\$ 497.68	\$ (76.46)	\$ 241.97	\$ -	\$ 2,000.00	\$ -	\$ 175.00	\$ 800.00	\$ 5,000.00	\$ 1,005.62	\$ 3,155.00	\$ 600.00

Item	File Management	County	Health	CalPERS	Agency	TOTAL	RESERVE	Contingency
Account Number		Contract	Insurance	Unfunded	Training	BUDGET	\$53,751.49	4451
Total Budgeted	\$ 3,000.00	\$ 1,000.00	\$ 7,800.00	\$ 177.00	\$ -	\$ 102,399.06	\$10,000.00	\$ 5,000.00
SDRMA Insurance 21-22						\$ (2,648.06)		
CALAFCO Membership 21-22						\$ (1,254.00)		
AT&T (Jul 21)						\$ (112.33)		
Healthcare Gullixson July 21			\$ (631.63)			\$ (631.63)		
Healthcare Gullixson Aug 21			\$ (631.70)			\$ (631.70)		
CalPERS GASB Reports				\$ (350.00)		\$ (350.00)		
CalPERS Unfunded Liability (21-22)				\$ (177.00)		\$ (177.00)		
Staff Services (Jul 21)						\$ (5,450.81)		
Healthcare Gullixson Sep 21			\$ (631.70)			\$ (631.70)		
Healthcare Gullixson Oct 21			\$ (631.70)			\$ (631.70)		
AT&T (Aug 21)						\$ (56.25)		
Staff Services (Aug 21)	\$ (192.50)					\$ (3,757.11)		
Staff Services (Sep 21)	\$ (52.50)					\$ (4,990.47)		
Commissioner per diem (Jul 18)						\$ (600.00)		
Commission Mileage (July 21)						\$ (111.09)		
Healthcare Gullixson Nov 21			\$ (631.70)			\$ (631.70)		
AT&T (Sept/Oct 21)						\$ (58.22)		
Commissioner per diem (Oct 18)						\$ (600.00)		
Commission Mileage (Oct 21)						\$ (73.47)		
Staff Services (Oct 21)						\$ (5,042.96)		
CSDA Membership						\$ (500.00)		
Healthcare Gullixson Dec 21			\$ (631.70)			\$ (631.70)		
AT&T (Oct/Nov 21)						\$ (56.51)		
Staff Services (Nov. 21)						\$ (5,560.47)		
Healthcare Gullixson Jan 22			\$ (689.40)			\$ (689.40)		
Healthcare Gullixson Feb 22			\$ (689.40)			\$ (689.40)		
Healthcare Gullixson Mar 22			\$ (689.40)			\$ (689.40)		
Commissioner per diem (Nov 8)						\$ (700.00)		
County staff services (July 21 - Jan 22)		\$ (509.20)				\$ (509.20)		
AT&T (Nov./Dec 21)						\$ (57.11)		
AT&T (Dec./Jan. 22)						\$ (78.94)		
AT&T (Jan./Feb. 22)						\$ (78.94)		
Staff Services (Dec. 21)						\$ (5,777.97)		
Staff Services (Jan. 22)						\$ (4,667.97)		
Staff Services (Feb. 22)						\$ (5,927.97)		
Staff Services (Mar. 22)						\$ (5,905.47)		
AT&T (Feb./Mar. 22)						\$ (69.15)		
Healthcare Gullixson Apr. 22			\$ (689.40)			\$ (689.40)		
Commissioner per diem (Dec. 13 / Mar. 14)						\$ (1,000.00)		
Healthcare Gullixson May. 22			\$ (689.40)			\$ (689.40)		
Healthcare Gullixson Jun. 22			\$ (689.40)			\$ (689.40)		
AT&T (Mar./Apr. 22)						\$ (69.45)		
AT&T (Apr./May. 22)						\$ (51.56)		
Commissioner per diem (Apr 11)						\$ (600.00)		
Commissioner Mileage (Apr 22)						\$ (200.54)		
Staff Services (Apr 22)						\$ (5,476.91)		
Staff Services (May 22)						\$ (6,557.97)		
Contingency Transfer								\$ (1,000.00)
LAFCo Computer						\$ (1,554.32)		
County staff services (Jan 22-Jun 22)		\$ (380.55)				\$ (380.55)		
Per Diem (June 13, 2022 Meeting)						\$ (700.00)		
Commission Mileage (June 13, 2022 Meeting)						\$ (109.28)		
Staff Services (Jun 22)	\$ (450.00)					\$ (8,267.85)		
						\$ -		
TOTAL EXPENDED	(\$695)	(\$890)	(\$7,927)	(\$527)	\$0	(\$88,066.43)	\$ -	\$ (1,000.00)
TOTAL REMAINING	\$ 2,305.00	\$ 110.25	\$ (126.53)	\$ (350.00)	\$ -	\$ 14,332.63	\$63,751.49	\$ 4,000.00

Plumas LAFCO FY 22-23 Bookkeeping

Item	Insurance	Office	Copies	Communications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications	Travel	Mileage	MSR/SOIs
Account Number	SDRMA	Expense									Commission		
Total Budgeted	\$3,699.00	\$ 750.00	\$ 400.00	\$ 500.00	\$ 150.00	\$1,815.00	\$2,000.00	\$ 45,000.00	\$ 1,120.00	\$ 800.00	\$ 5,000.00	\$ 1,500.00	\$ 25,000.00
SDRMA Insurance 22-23	(\$2,825)					\$ (1,315.00)							
CALAFCO Membership 22-23													
Healthcare Gullixson July 22													
CalPERS Unfunded Liability (22-23)													
Staff Services (Jul 22)				\$ (15.33)				\$ (3,750.00)					\$ (585.00)
TOTAL EXPENDED	(\$2,825)	\$0.00	\$0.00	(\$15.33)	\$0.00	(\$1,315)	\$0	(\$3,750)	\$0	\$0	\$0	\$0	(\$585)
TOTAL REMAINING	\$ 874.08	\$ 750.00	\$ 400.00	\$ 484.67	\$ 150.00	\$ 500.00	\$ 2,000.00	\$ 41,250.00	\$ 1,120.00	\$ 800.00	\$ 5,000.00	\$ 1,500.00	\$ 24,415.00

Plumas LAFCO FY 22-23 Bookkeeping

Item	Commiss	File Management	County	Health	CalPERS	Agency	TOTAL	RESERVE	Contingency
Account Number	Stipends		Contract	Insurance	Unfunded	Training	BUDGET	\$63,987.13	4451
Total Budgeted	\$ 7,167.00	\$ 3,000.00	\$ 1,000.00	\$ 8,500.00	\$ 527.00	\$ -	\$ 107,928.00	\$10,000.00	\$ 5,000.00
SDRMA Insurance 22-23							\$ (4,139.92)		
CALAFCO Membership 22-23							\$ -		
Healthcare Gullixson July 22				\$ (690.01)			\$ (690.01)		
CalPERS Unfunded Liability (22-23)					\$ (656.00)		\$ (656.00)		
Staff Services (Jul 22)							\$ (4,350.33)		
							\$ -		
TOTAL EXPENDED	\$0	\$0	\$0	(\$690)	(\$656)	\$0	(\$9,836.26)	\$ -	\$ -
TOTAL REMAINING	\$ 7,167.00	\$ 3,000.00	\$ 1,000.00	\$ 7,809.99	\$ (129.00)	\$ -	\$ 98,091.74	\$73,987.13	\$ 5,000.00

Invoice #PLUMAS-2022-8
Policy Consulting Associates, LLC
39774 Via Careza
Murrieta, CA 92563
(310) 936-2639
EIN #: 27-2523069

Date: August 1, 2022

Plumas LAFCO
520 Main St
Quincy, CA 96971

Staff Services

	Hours	Rate	Amount
Jennifer Stephenson, Executive Officer		\$3,750	\$3,750.00
Cheryl Kolb, Clerk (Minutes and agenda mailing) - March and April 2022		\$120.00	\$0.00
Cheryl Kolb, Clerk (Records digitization)	0.00	\$35	\$0.00
Dennis Miller, GIS	0.00	\$70	\$0.00
Subtotal			\$3,750.00

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects	0.00	\$ 90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Cemeteries/Quincy FPD/FCD	6.50	\$ 90.00	\$585.00
Jennifer Stephenson, Applications/Projects	0.00	\$ 90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 45.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$ 35.00	\$0.00
Subtotal			\$585.00

Reimbursements

Reproduction Costs	\$0.00
Postage	\$0.00
Phone and Communications	\$0.00
Office Supplies (Zoom Pro)	\$15.33
Mileage	\$0.00
Transportation and Travel	\$0.00
Subtotal	\$15.33

Amount Due	\$4,350.33
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Please remit invoices to Policy Consulting Associates, LLC



Jennifer Stephenson, Principal

8/1/22

Date

Jennifer Stephenson July 2022 Timesheet

Date	Hours	Description	Special Project
7/1/22			
7/2/22			
7/3/22			
7/4/22			
7/5/22			
7/6/22			
7/7/22			
7/8/22			
7/9/22	2.25	Communication with calpers	
7/10/22			
7/11/22			
7/12/22	6.5	GLCSD MSR drafting	X
7/13/22			
7/14/22	2.5	Setting up workers comp	
7/15/22			
7/16/22			
7/17/22			
7/18/22			
7/19/22			
7/20/22			
7/21/22	2.5	Working with County re: budget funds	
7/22/22			
7/23/22			
7/24/22	2	Working with County to set up payroll	
7/25/22			
7/26/22			
7/27/22			
7/28/22			
7/29/22			
7/30/22	4.5	Agenda compilation	
7/31/22	5.5	Agenda compilation	

CALAFCO

CALAFCO Membership Invoice

1020 12th Street, Suite 222
Sacramento, CA 95814

Date	Invoice #
7/1/2022	2022-31

Bill To
Plumas LAFCo 5050 Laguna Blvd, Syte 112-711 Elk Grove, CA 95758

Renewal Month	Due Date	Joined Date
July	7/31/2022	

Description	Amount
2022-23 LAFCo Member Dues	1,315.00

Total	\$1,315.00
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Thank you for helping to make
CALAFCO even better!

CALAFCO Federal Tax ID 94-3312376

Phone #	Fax #	E-mail	Web Site
(916) 442-6536	(916) 442-6535	jtickler@calafco.org	www.calafco.org

Property/Liability Package Program Invoice



Program Year 2022-23

Plumas County Local Agency Formation Commission

5050 Laguna Boulevard, Suite 112-711
Elk Grove, California 95758

Invoice Date: 06/10/2022
Invoice Number: 72220
Member Number: 7158

Property, Boiler/Machinery, Pollution, Cyber <i>Coverage for 0 reported item(s) valued at (including contents): \$0</i>	\$0.00
Mobile/Contractors Equipment <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00
General Liability*, Errors & Omissions, Employee & Public Officials Dishonesty <i>Certificates: 0 Non-Member Certificate(s)</i>	2,918.15
Auto Liability (includes \$50 charge for non-owned auto coverage) <i>Coverage for 0 reported item(s) valued at: \$0</i>	50.00
Auto Comp / Collision <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00
Trailers <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00

Gross Package Contribution	\$2,968.15
Earned CIP Credits (6)	-143.23
Longevity Distribution Credit	0.00
MemberPlus Online RQ Bonus	0.00
Other Discounts	0.00
Subtotal	\$2,824.92
5% Multi-Program Discount	\$0.00

Total Contribution Amount Due by July 15

\$2,824.92

**Current Limit of Liability is \$2.5M for G/L, A/L and E&O (excluding outside excess liability limits)*

Please pay in full by the due date. If not, a late charge of one percent (1%) per month, twelve percent (12%) per annum, will be assessed on all sums past due. Imposition of this charge does not extend the due date for payment.

Remit Payment to:

Special District Risk Management Authority
P.O. Box 15677, Sacramento, California 95852

For invoice questions contact the SDRMA Finance Department at accounting@sdrma.org or 800.537.7790

Special District Risk Management Authority
1112 I Street Suite 300, Sacramento, California 95814-2865
Tel 916.231.4141 or 800.537.7790 | Fax 916.231.4111
www.sdrma.org

Invoice #PLUMAS-2022-7
Policy Consulting Associates, LLC
39774 Via Careza
Murrieta, CA 92563
(310) 936-2639
EIN #: 27-2523069

Date: June 3, 2022

Plumas LAFCO
520 Main St
Quincy, CA 96971

Staff Services

	Hours	Rate	Amount
Jennifer Stephenson, Executive Officer		\$3,500	\$3,500.00
Cheryl Kolb, Clerk (Minutes and agenda mailing) - March and April 2022		\$120.00	\$120.00
Cheryl Kolb, Clerk (Records digitization)	0.00	\$35	\$0.00
Dennis Miller, GIS	0.00	\$60	\$0.00
Subtotal			\$3,620.00

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects	0.00	\$ 90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Cemeteries/Quincy FPD/FCD	45.50	\$ 90.00	\$4,095.00
Jennifer Stephenson, Applications/Projects	0.00	\$ 90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 45.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$ 35.00	\$0.00
Subtotal			\$4,095.00

Reimbursements

Reproduction Costs	\$87.52
Postage	\$0.00
Phone and Communications	\$0.00
Office Supplies (Zoom Pro, Dropbox, and Computer)	\$2,019.65
Mileage	\$0.00
Transportation and Travel	\$0.00
Subtotal	\$2,107.17

Amount Due	\$9,822.17
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Please remit invoices to Policy Consulting Associates, LLC

Jennifer Stephenson

Jennifer Stephenson, Principal

7/8/22

Date

Jennifer Stephenson June 2022 Timesheet

Date	Hours	Description	Special Project
6/1/22			
6/2/22	7.5	Cemetery reorg staff report	X
6/3/22	6.25	Cemetery reorg resos	X
6/4/22	8.5	Cemetery reorg drafting	X
6/5/22	4	Agenda compilation	
6/6/22	3.5	Agenda compilation	
6/7/22	6.5	Agenda compilation, communication with cemetery districts	
6/8/22	5.5	Agenda distribution	
6/9/22			
6/10/22			
6/11/22			
6/12/22			
6/13/22	4.5	Meeting and prep	
6/14/22			
6/15/22			
6/16/22			
6/17/22			
6/18/22	5.75	Cemetery Reorg follow up	X
6/19/22			
6/20/22			
6/21/22	7.5	Fire MSR drafting and compilation	X
6/22/22	6.5	Fire MSR drafting and compilation	X
6/23/22	3.5	Fire MSR drafting and compilation	X
6/24/22			
6/25/22			
6/26/22			
6/27/22			
6/28/22			
6/29/22			
6/30/22			

From: Justin Wilson justwil@cdw.com
Subject: Order #1C83BC1 /P.O. Ref. 1C83BC1
Date: June 22, 2022 at 9:00 AM
To: jennifer@pcateam.com

JW



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Order Confirmation

Jennifer Stephenson,

Thank you for choosing CDW. We have received your online order. Please take a moment to review it for accuracy and completeness.

[View Order Online](#)



Shipping Delays:

While CDW is processing orders normally without disruption and our Distribution Centers are operating as expected, **ongoing global supply chain challenges may cause order delivery delays.**


[Learn More](#)

Order #	Order Date	PO #	Customer #
1C83BC1	06/21/2022	1C83BC1	13409651

IMPORTANT — PLEASE READ:

Fees applied to item(s): 6837633

Order Details

Item	Qty	CDW #	Unit Price	Ext. Price
 Dell Latitude 5520 - 15.6" - Core i5 1135G7 - 16 GB RAM - 256 GB SSD Mfg. Part#: 0G06F	1	6837633	\$1,419.15	\$1,419.15

Subtotal

\$1,419.15

Shipping	\$27.28
Recycle Fee	\$5.00
Sales Tax	\$102.89
Grand Total	\$1,554.32

Purchaser Billing Info	Deliver To
Billing Address: POLICY CONSULTING ASSOCIATES 5050 LAGUNA BLVD STE 112-711 ELK GROVE, CA 95758-4151 Phone: (310) 936-2639 Payment Terms: VISA	Shipping Address: JENNIFER STEPHENSON 1580 E MAIN ST QUINCY, CA 95971-9667 Phone: (310) 936-2639 Shipping Method: UPS Ground (2-3 days)



Sales Contact Info

Justin Wilson | (877) 410-1498 | justwil@cdw.com

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CDW AMPLIFIED™ Infrastructure

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Combo - keyboard ...

\$32.99



Logitech Wireless Combo
MK520 - keyboard ...

\$48.99



Apple Magic Mouse -
mouse - Bluetooth - ...

\$87.99