

PLUMAS LAFCo

REGULAR MEETING AGENDA

MONDAY December 13, 2021

10:00 AM

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 Main Street
QUINCY, CALIFORNIA

Website: www.plumaslafco.org

*****VIRTUAL MEETING ONLY*****

ZOOM Participation

You may 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=VjAvVmhRY3ZZL2d6aHVuYt0Tkpmdz09>

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
John Benoit, Deputy 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 October 18, 2021 LAFCo minutes*
- b) Approval of the November 8, 2021 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 October and November 2021.**

- a) Authorize payment of claims October and November 2021.*

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. Cemetery SOI Report**
 - a) *Update on cemetery district reorganization discussions.*
 - b) *Continue SOI adoption to next regular LAFCo meeting.*
- 9. Establish LAFCo meeting schedule for 2022**
- 10. Executive Officer's Report**
 - a) *CALAFCO Leg Committee*
 - b) *Northern Region Roundtable*
 - c) *Feather River Canyon CSD*
 - d) *Whitehawk Ranch CSD*
 - e) *MSR status*
 - f) *LESSG Report, Timeline, MSRs*
- 11. 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.
- 12. Adjourn to next regular meeting.**

LAFCo's next regular meeting to take place 10:00 am on February 14, 2021

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

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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.

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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 October 18, 2021

10:00 AM

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 Main Street
QUINCY, CALIFORNIA

Website: www.plumaslafco.org

Live Stream of Meeting

Members of the public who wish to watch the meeting, are encouraged to view it Live at
<http://plumascoca.suiteonemedia.com/web/Home.aspx>

ZOOM Participation

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Phone Number 1-669-900-9128

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Commissioners:

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

Absent: Kevin Goss, County Member, Jeff Engel, County Member Alt. (Not voting)

2. Approval of Agenda (additions or deletions)

Approved as prepared.

3. Correspondence:

a) CALAFCO letter and information

Jennifer Stephenson presented information from CALAFCo.

4. CONSENT ITEM (S)

b) Approval of the June 14, 2021 LAFCo minutes

c) Approval of the July 12, 2021 LAFCo minutes

Motion: Approve June 14, 2021 and July 12, 2021 minutes as provided, **Action:** Approve, **Moved by** Matthew Haesche, Public Member, **Seconded by** Tom Cooley, City Member.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Bill Powers, City Member, Chair, Matthew Haesche, Public Member, Sharon Thrall, County Member, Vice Chair, Tom Cooley, City Member.

Absent: Kevin Goss, County Member.

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 July, August and September 2021.

- a) *Authorize payment of claims July, August and September 2021.*
Motion: *Authorize payment of Claims for July, August and September 2021, Action:*
Approve, Moved by Tom Cooley, City Member, Seconded by Matthew Haesche, Public
Member.
Vote: *Motion carried by unanimous roll call vote (summary: Yes = 4).*
Yes: *Bill Powers, City Member, Chair, Matthew Haesche, Public Member, Sharon Thrall,*
County Member, Vice Chair, Tom Cooley, City Member.
Absent: *Kevin Goss, County Member.*

PUBLIC HEARINGS and ACTION ITEMS:

7. Receive Report on AB 361 and Consider Resolution 2021-0006

- a) *Receive Executive Officer's Report*
- b) *Consider Resolution 2021-0006 authorizing pursuant to AB 361 continued remote teleconference meetings of Plumas LAFCo*
Motion: *Approve Resolution 2021-0006 authorizing pursuant to AB 361, **Action:** Approve, **Moved by** Sharon Thrall, County Member, Vice Chair, **Seconded by** Tom Cooley, City Member.*
Vote: *Motion carried by unanimous roll call vote (**summary:** Yes = 4).*
Yes: *Bill Powers, City Member, Chair, Matthew Haesche, Public Member, Sharon Thrall, County Member, Vice Chair, Tom Cooley, City Member.*
Absent: *Kevin Goss, County Member.*

8. Hamilton Branch CSD Annexation Application (File 2021-0001) and Protest Hearing

- a) *Receive protests submitted at protest hearing held on September 23, 2021 at 9am and related Administrative Order.*
Jennifer Stephenson reports receiving one protest by mail; none in person.

9. Beckwourth Fire Protection District Out of Agency Service Application

- a) *Review Executive Officer's report.*
- b) *Receive Administrative Order approving OASA application*

10. Prioritization of 21-22 Municipal Service Review Work Plan

- a) *Status of work completed to date*
- b) *Discussion*
- c) *Provide direction to staff regarding order of priority for subject districts*
Staff directed to proceed with order of priority as provided.

11. LAFCo Role During Wildfire Rebuilding

- a) *Report on past practices in other counties.*
- b) *Discussion.*

12. Cemetery SOI Report

- a) *Update on cemetery district reorganization discussions.*
- b) *Continue SOI adoption to next regular LAFCo meeting.*

13. Election of Chair and Vice-Chair for FY 2021-2022

- a) *Election of the LAFCo Chair for FY 2021-2022*
- b) *Election of the LAFCo Vice-Chair for FY 2021-2022*
Elections postponed to the November 2021 Special Meeting.

14. Executive Officer's Report

- a) *CALAFCO Leg Committee*
- b) *Feather River Canyon CSD*

- c) CSDA Grant Funding
- d) LESSG Report, Timeline, MSRs

11. 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.

Tom Cooley gave an update on the Local Emergency Services Study Group in the eastern part of the county. Bill Powers gave an update on CALAFCo elections.

12. Adjourn to special meeting to take place at 10:00 a.m. on November 8, 2021.

LAFCo's next regular meeting to take place 10:00 am on December 13, 2021.

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PLUMAS LAFCo

SPECIAL MEETING MINUTES

MONDAY November 8, 2021

10:00 AM

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 Main Street
QUINCY, CALIFORNIA

Website: www.plumaslafco.org

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or by phone at:

Phone Number 1-669-900-9128

Meeting ID: 851 5916 7134

Passcode: 217323

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Sharon Thrall, County Member, Vice Chair
Tom Cooley, City Member
Kevin Goss, 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
John Benoit, Deputy 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 Bill Powers, City Member, Vice Chair Sharon Thrall, County Member, Tom Cooley, City Member, Kevin Goss, County Member, Matthew Haesche, Public Member, Terry Swofford, Public Member Alt. (Not voting).
Absent: Jeff Engel, County Member Alt., Pat Morton, City Member Alt.
2. **Approval of Agenda (additions or deletions)**
Motion: Approve agenda as provided. Action: Approve, Moved by Kevin Goss, County Member, Seconded by Matthew Haesche, Public Member.
Motion passed unanimously.
3. **Correspondence:**
None
4. **CONSENT ITEM (S)**
None
5. **Public Comment**

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None.

PUBLIC HEARINGS and ACTION ITEMS:

6. **Receive Report on AB 361 and Consider Resolution 2021-0007**
 - a) *Consider Resolution 2021-0007 continuing of authorization pursuant to AB 361 hold remote teleconference meetings of Plumas LAFCo*
Motion: Approve Resolution 2021-0007 continuing of authorization pursuant to AB 361., **Action:** Approve, **Moved by** Kevin Goss, County Member, **Seconded by** Matthew Haesche, Public Member.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Chair Bill Powers, City Member, Kevin Goss, County Member, Matthew Haesche, Public Member, Tom Cooley, City Member, Vice Chair Sharon Thrall, County Member.
7. **Election of Chair and Vice-Chair for FY 2021-2022**
 - a) *Election of the LAFCo Chair for FY 2021-2022*
Sharon Thrall nominated Kevin Goss as LAFCo Chair for FY 2021-2022.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

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

b) *Election of the LAFCo Vice-Chair for FY 2021-2022*

Bill Powers nominated Tom Cooley as Vice Chair for FY 2021-2022.

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

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

8. Executive Officer's Report

Jennifer Stephenson reports she has received communication from Meadow Valley and Quincy Cemetery Districts.

9. 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.

Tom Cooley reports the fire study group had their first meeting. Jennifer Stephenson asked to send communication to Eastern Plumas Rural Fire Protection District to complete their MSR update.

10. Adjourn to next regular meeting.

LAFCo's next regular meeting to take place 10:00 am on December 13, 2021

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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



Plumas LAFCo

*The Local Agency Formation
Commission Serving Plumas County*

**Claim Authorization Form
October and November 2021 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>
Oct. 2, 2021	Commission Travel	\$ 111.09
Oct. 16, 2021	Health Care-Gullixson Nov. 21	\$ 631.70
Oct. 21 2021	AT&T (Sept./Oct. 21)	\$ 58.22
Oct. 22, 2021	Commission Per Diem	\$ 600.00
Oct. 30, 2021	Commission Travel	\$ 73.47
Nov. 1, 2021	Staff Services Oct. 21	\$ 5,762.96
Nov. 2, 2021	CSDA Membership	\$ 500.00
Nov. 15, 2021	Health Care-Gullixson Dec. 21	\$ 631.70
Nov. 22 2021	AT&T (Oct./Nov. 21)	\$ 56.51
Dec. 6, 2021	Staff Services Nov. 21	\$ 5,875.47
TOTAL Oct & Nov 2021 (FY 21-22) - LAFCo expenses:		\$ 14,301.12

DATED: December 13, 2021

APPROVED: December 13, 2021

Kevin Goss, Chair, Plumas LAFCo

Attest:

Jennifer Stephenson, Executive Officer

Item	Insurance	Office	Copies	Communications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications	Travel	Mileage	MSR/SOIs	Commiss	File Management	County
Account Number	SDRMA	Expense									Commission			Stipends		Contract
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	\$ 3,000.00	\$ 1,000.00
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)							\$ (192.50)	
Staff Services (Sep 21)				\$ (42.97)				\$ (3,500.00)					\$ (1,395.00)		\$ (52.50)	
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)			
TOTAL EXPENDED	(\$2,648)	(\$21.64)	(\$214.80)	(\$498.16)	(\$58.03)	(\$1,754)	\$0	(\$17,500)	(\$465)	\$0	\$0	(\$185)	(\$6,083)	(\$1,200)	(\$245)	\$0
TOTAL REMAINING	\$ -	\$ 578.36	\$ 585.20	\$ 601.84	\$ 241.97	\$ -	\$ 2,000.00	\$ 24,500.00	\$ 655.00	\$ 800.00	\$ 5,000.00	\$ 1,315.44	\$ 19,917.50	\$ 3,600.00	\$ 2,755.00	\$ 1,000.00

Item	Health	CalPERS	Agency	TOTAL	RESERVE	Contingency	BFPD OASA	HBCSD Ann	EP Consolidation	IV Consolidation	CHP Annex
Account Number	Insurance	Unfunded	Training	BUDGET	\$53,751.49	4451	File 2021-03	File 2021-01	File 2018-0001	File 2018-0002	File 2019-0001
Total Budgeted	\$ 7,800.00	\$ 177.00	\$ -	\$ 102,399.06	\$10,000.00	\$ 5,000.00	\$ 1,000.00	\$ 2,411.62	\$ 10,092.26	\$5,358	\$6,848
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)				\$ (1,957.50)			
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)				\$ (3,757.11)			\$ (585.00)	\$ (888.58)			
Staff Services (Sep 21)				\$ (4,990.47)			\$ (225.00)	\$ (675.00)			
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)			\$ (720.00)				
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)			\$ (350.00)				
				\$ -							
				\$ -							
TOTAL EXPENDED	(\$3,790)	(\$527)	\$0	(\$35,189)	\$ -	\$ -	\$ (1,880.00)	\$ (3,521.08)	\$ -	\$ -	\$ -
TOTAL REMAINING	\$ 4,009.87	\$ (350.00)	\$ -	\$ 67,210.18		\$ 5,000.00	\$ (880.00)	\$ (1,109.46)	\$ 10,092.26	\$ 5,358.00	\$ 6,848.06

Invoice #PLUMAS-2021-10
Policy Consulting Associates, LLC
39774 Via Careza
Murrieta, CA 92563
(310) 936-2639
EIN #: 27-2523069

Date: November 2, 2021

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)		\$172.50	\$172.50
Cheryl Kolb, Clerk (Records digitization)	0.00	\$35	\$0.00
Dennis Miller, GIS	0.00	\$60	\$0.00
Subtotal			\$3,672.50

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects (File 2021-03)	8.00	\$ 90.00	\$720.00
Jennifer Stephenson, MSR and SOI Updates - Cemeteries/Quincy FPD/FCD	12.50	\$ 90.00	\$1,125.00
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			\$1,845.00

Reimbursements

Reproduction Costs	\$149.86
Postage	\$52.63
Phone and Communications	\$27.98
Office Supplies (Zoom Pro)	\$14.99
Mileage	\$0.00
Transportation and Travel	\$0.00
Subtotal	\$245.46

Amount Due	\$5,762.96
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Please remit invoices to Policy Consulting Associates, LLC



Jennifer Stephenson, Principal

11/2/21

Date

Jennifer Stephenson October 2021 Timesheet

Date	Hours	Description	Special Project
10/1/21	1.75	Communication with EPRPD re:MSR	X
10/2/21			
10/3/21	1.5	Review of LESSG contract scope	
10/4/21			
10/5/21			
10/6/21	2.5	Correspondance re: Feather River Canyon CSD	
10/7/21	4.5	Drafting OASA File 2021-0003	X
10/8/21	3.5	Drafting OASA File 2021-0003	X
10/9/21	7.75	Compiling agenda	
10/10/21			
10/11/21	6.5	Compiling agenda	
10/12/21	2.75	Leg policy edits	
10/13/21	4.75	Distribution of agenda	
10/14/21	1	LESSG meeting	
10/15/21			
10/16/21			
10/17/21	2.5	Meeting prep	
10/18/21	4.25	Commission meeting and prep	
10/19/21	0.75	Communication regarding Seneca application	
10/20/21			
10/21/21			
10/22/21			
10/23/21			
10/24/21	1.5	Communication with GRCSD re MSR needs	X
10/25/21			
10/26/21			
10/27/21	5.5	Creating GRCSD MSR	X
10/28/21			
10/29/21	3.75	Drafting GRCSD MSR	X
10/30/21			
10/31/21			

Invoice #PLUMAS-2021-11
Policy Consulting Associates, LLC
39774 Via Careza
Murrieta, CA 92563
(310) 936-2639
EIN #: 27-2523069

Date: December 6, 2021

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)		\$172.50	\$120.00
Cheryl Kolb, Clerk (Records digitization)	0.00	\$35	\$0.00
Dennis Miller, GIS	3.50	\$60	\$210.00
Subtotal			\$3,830.00

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects (File 2021-03)	3.50	\$ 90.00	\$315.00
Jennifer Stephenson, MSR and SOI Updates - Cemeteries/Quincy FPD/FCD	18.75	\$ 90.00	\$1,687.50
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			\$2,002.50

Reimbursements

Reproduction Costs	\$0.00
Postage	\$0.00
Phone and Communications	\$27.98
Office Supplies (Zoom Pro)	\$14.99
Mileage	\$0.00
Transportation and Travel	\$0.00
Subtotal	\$42.97

Amount Due	\$5,875.47
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Please remit invoices to Policy Consulting Associates, LLC



Jennifer Stephenson, Principal

12/6/21

Date

Jennifer Stephenson November 2021 Timesheet

Date	Hours	Description	Special Project
11/1/21	5.75	Compilation and distribution of agenda	
11/2/21	1.5	Phone call with GRCSD, Assistance with LESSG MSRs	X
11/3/21			
11/4/21	1.5	Kickoff meeting with LESSG	
11/5/21			
11/6/21			
11/7/21			
11/8/21	1.25	Meeting and prep	
11/9/21			
11/10/21	1.5	Seneca annexation meeting	
11/11/21			
11/12/21	2.5	Meeting with LESSG consultants, organization of relevant files	
11/13/21			
11/14/21			
11/15/21	1	Call in to EPRFPD meeting	
11/16/21	0.75	Phone call re: whitehawk ranch reorg options	
11/17/21	0.5	LESSG GIS data assistance	
11/18/21	0.75	Communication with EPRFPD re: MSR	X
11/19/21			
11/20/21			
11/21/21			
11/22/21			
11/23/21			
11/24/21			
11/25/21			
11/26/21			
11/27/21	3.5	File 2021-0003: OASA Finalization	X
11/28/21	5.75	Review of Beckwourth FPD MSR	X
11/29/21	6.5	Review of City MSR	X
11/30/21	5.5	Review of Gold Mountain MSR	X

Plumas LAFCo 2022 Regular Meeting Schedule

10:00 AM

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 MAIN STREET

QUINCY, CALIFORNIA

February 14, 2022

April 11, 2022

June 13, 2022

August 8, 2022

October 17, 2022*

December 12, 2022

Regular meetings of the Commission are scheduled for the second Monday of every other month at 10:00 a.m. in the Board of Supervisors Chambers, 520 Main Street, Quincy, California. Regular meetings are scheduled during the months of June, August, October, December, February and April. Alternate regular meeting dates are scheduled in July, September, November, January, March and May at the same time and location as regular meetings. The Commission may, at its own discretion, meet at a different time or place from time to time, provided that public notice of such time and place is given in accordance with the Ralph M. Brown Act, Government Code Section 54954 et. seq. and applicable provisions of the LAFCO Act.

The Chair may call a special meeting of the Commission. The Chair shall call a special meeting if requested by two or more Commissioners. Any special meetings of the Commission shall be called in the manner provided by Section 54956 of the Government Code. The order calling the special meeting shall specify the time and place of the meeting and the business to be conducted and no other business shall be conducted at that meeting. The special meeting may be called for any day prior to the date established for the next regular meeting of the Commission.