PLUMAS LAFCO

REGULAR MEETING AGENDA

MONDAY February 10, 2020

10:00 AM

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 Main Street QUINCY, CALIFORNIA

Website: www.plumaslafco.org

Commissioners:

Kevin Goss, County Member, Chair Bill Powers, City Member, Vice Chair Tom Cooley, City Member Sharon 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 21st, 2019 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 2019, November 2019, December 2019, and January 2020.
 - a) Authorize payment of claims for October 2019, November 2019, December 2019, and January 2020.
 - b) Approve minute order transferring \$300 from contingency fund to travel fund

PUBLIC HEARINGS and ACTION ITEMS:

- 7. Potential Fire Reorganization Update
 - a) Update on status
 - b) Approval for use of Executive Officer time in support of reorganization efforts
 - c) Reinvigorate master tax sharing discussions
- 8. Establish LAFCo meeting schedule for 2020
- 9. Discussion regarding use of allocated district training funds
- 10. Approve attendance of Executive Officer at 2020 CALAFCO Staff Workshop
 - a) Approve attendance
 - b) Adopt minute order approving transfer of \$700 from contingency fund to travel fund
- 11. CALAFCO Conference Report by those in attendance
- 12. Executive Officer's Report
 - a) Form 700 Deadline
 - b) Meadow Valley Cemetery District
 - c) City of Portola SOI Update Status
 - d) Website Update
 - e) CalPERS Payment
 - f) CALAFCO Leg Committee

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 April 13, 2020

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.

<u>Disclosure & Disqualification Requirements</u>

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.

A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or 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.

<u>Late-Distributed Materials.</u> 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

<u>Contact LAFCO Staff</u> 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 21, 2019

10:00 AM

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 Main Street QUINCY, CALIFORNIA

Website: www.plumaslafco.org

Commissioners:

Kevin Goss, County Member, Chair Bill Powers, City Member, Vice Chair Tom Cooley, City Member Sharon 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 Roll Call.

Present: Chair Kevin Goss, City Member Alternate Pat Morton, City Member Tom Cooley, County Member Sharon Thrall, Public Member Matthew Haesche.

- 2. Approval of Agenda (additions or deletions)
 None
- 3. Correspondence: None
- 4. CONSENT ITEM (S)
 - a) Approval of the August 12th, 2019 LAFCo minutes
 Motion: Approve August 12, 2019 LAFCo minutes, Action: Approve, Moved by County Member Sharon Thrall, Seconded by 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. None.

6. Authorize payment of Claims for August 2019 and September 2019

a) Authorize payment of claims for August 2019 and September 2019.
 Motion: Authorize payment of claims for August 2019 and September 2019,
 Action: Approve, Moved by City Member Tom Cooley, Seconded by County Member Sharon Thrall.
 Motion passed unanimously.

PUBLIC HEARINGS and ACTION ITEMS:

- 7. Public Hearing regarding annexation of California Highway Patrol project property to the American Valley Community Services District and the Quincy Fire Protection District
 - a) Receive Executive Officer's report
 - b) Conduct Public Hearing
 - c) Consider Resolution 2019-0008 approving annexation of parcels into American Valley CSD and Quincy FPD

Motion: Approve Resolution 2019-0008. **Moved by** County Member Sharon Thrall, **Seconded by** City Member Tom Cooley.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Chair Kevin Goss, City Member Tom Cooley, County Member Sharon Thrall, Public Member Matthew Haesche, City Member Alternate Pat Morton.

8. Consider updated Bylaws for approval

- a) Receive Executive Officer's report
- b) Consider Resolution 2019-0009 approving the updates to the Bylaws Motion: Approve Resolution 2019-0009 with minor change in wording, Moved by City Member Tom Cooley, Seconded by Public Member Matthew Haesche.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Chair Kevin Goss, City Member Tom Cooley, County Member Sharon Thrall, Public Member Matthew Haesche, City Member Alternate Pat Morton.

9. Executive Officer's Report

- a) Upcoming conference
- b) PDH and IVHD Consolidation Status
- c) Eastern Plumas Fire Provider Potential Change of Organization

Items added that were not on agenda:

- d) Jennifer Stephenson received award from SDRMA
- e) Jennifer received email from Supervisor Lori Simpson re: Meadow Valley Fire District
- f) Received call from Senator Dahle's office re: Special Districts being seated on LAFCo

16. 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.

None.

17. Adjourn to next regular meeting.

LAFCo's next regular meeting to take place 10:00 am on December 9, 2019

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

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Chair:
Kevin Goss

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

Clerk: Cheryl Kolb



LAFCo

The Local Agency Formation Commission Serving Plumas County

Claim Authorization Form October 2019, November 2019, December 2019 and January 2020 Expenses

The Local Agency Formation Commission of Plumas County hereby authorizes the payment of the following claims from the 2019-2020 budget:

Date of Claim	Description	<u>A</u> :	<u>mount</u>
October 9, 2019	Health Care-Gullixson Nov 19	\$	650.69
October 15, 2019	AT&T (Oct 19)	\$	55.75
November 1, 2019	Benoit Svcs Oct 19	\$ \$	803.39
November 4, 2019	Staff Svcs October 19	\$	
,			5,580.42
November 7, 2019	Pers unfunded liability Nov 19	\$	531.24
November 8, 2019	Health Care-Gullixson Dec 19	\$	650.69
November 10, 2019	CALAFCo Conference Travel (Powers)	\$	492.18
November 10, 2019	CALAFCo Conference Travel (Haesche)	\$	189.68
November 10, 2019	CALAFCo Conference Travel (Goss)	\$	535.66
November 15, 2019	Per Diem (Haesche/Swofford Oct Meeting)	\$	200.00
November 15, 2019	AT&T (Nov 19)	\$	55.72
November 17, 2019	CSDA Membership	\$	500.00
November 24, 2019	Plumas County Clerk Recorder	\$	50.00
November 25, 2019	Commissioner Mileage Oct 19	\$	226.66
December 1, 2019	Health Care-Gullixson Jan 20	\$	650.40
December 5, 2019	Staff Svcs Nov 2019	\$	4,592.75
December 7, 2019	Pers unfunded liability Dec 19	\$	531.24
December 16, 2019	AT&T (Dec 19)	\$	55.72
January 3, 2020	Staff Svcs Dec 19	\$	3,959.94
January 6, 2020	County Staff Support Svcs	\$	370.75
January 7, 2020	Pers unfunded liability Jan 19	\$	531.24
January 9, 2019	Health Care-Gullixson Feb 20	\$	634.40
January 15, 2019	AT&T (Jan 19)	\$	55.85
February 4, 2020	Staff Svcs Jan 20	\$	4,202.98

TOTAL Oct, Nov, Dec 2019 and Jan 2020 (FY 19-20) - LAFCo expenses: \$ 26,107.45

DATED:	February 10, 2020						
APPROVED:	February 10, 2019						
	Kevin Goss, Chair Plumas LAFCo						
Attest:							
Jennifer Stephenso	on, Executive Officer						

Item	Insurance	Office	Copies	Comn	nunications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications	Travel	Mileage	MSR/SOIs	Commiss	File Managemen
Account Number	SDRMA	Expense		-								Commission		,	Stipends	
Total Budgeted	-	\$ 300.00	\$ 800.00	Ś	900.00	\$ 300.00	\$ 1.576.00	\$2,000,00	\$ 43,000,00	\$1.035.00	\$ 1,300,00		\$ 1,500.00	\$ 16.000.00	\$1,200.00	\$ 3,700.00
Pers unfunded liability Jul19	7 2,000.00	7 000.00	7 00000	1		7	7 -,5:5:5:5	7 -,000.00	7 10,000	7 -/	7 -,	7 2,000.00	7 2,220.00	7 20,000.00	7 - ,	7 0,
Health Care-Gullixson Jul 19																
Health Care-Gullixson Aug 19																
AT&T (Jul 19)				\$	(55.90)											
Calafco dues				Ť	(55.50)		\$ (1,075.00)									
SDRMA	\$(1,380.00)						Ç (1)073.00)									
Feather Publishing Legal Notice (File 2018-2)	ψ (1)566.66)															
Staff Svcs Jul 19				\$	(27.98)				\$ (3,500.00)							
Pers unfunded liability Aug19				7	(27.30)				\$ (3,300.00)							
Pers unfunded liability Sep19				+												
Health Care-Gullixson Sep 19																
Health Care-Gullixson Oct 19																
CalPERS Admin Expense																
					/FC 42\											
AT&T (Aug 19)				\$	(56.42)											
AT&T (Sep 19)				\$	(55.84)								4 (450 70)			
Commissioner Mileage													\$ (160.78)			
Benoit Staff Svcs																
Pers unfunded liability Oct19																
CALAFCO Registration												\$ (1,560.00)				
Feather Publishing Legal Notice (File 2019-1)																
Feather Publishing Legal Notice (Bylaws)											\$ (197.60)					
Staff Svcs Aug19									\$ (3,500.00)	\$ (172.50)						\$ (17.50
Staff Svcs Sept19				\$	(27.98)				\$ (3,500.00)					\$ (855.00)		
Health Care-Gullixson Nov 19																
AT&T (Oct 19)				\$	(55.75)											
Benoit Svcs Oct 19																
Staff Svcs October 19				\$	(27.98)	\$ (6.15)			\$ (3,500.00)	\$ (172.50)						
Pers unfunded liability Nov 19																
Health Care-Gullixson Dec 19																
CALAFCo Conference Travel (Powers)												\$ (492.18)				
CALAFCo Conference Travel (Haesche)												\$ (189.68)				
CALAFCo Conference Travel (Goss)												\$ (535.66)				
Per Diem (Haesche/Swofford Oct Meeting)												. (,			\$ (200.00)	
AT&T (Nov 19)				Ś	(55.72)										, , ,	
CSDA Membership				1	(\$ (500.00)									
Plumas County Clerk Recorder							+ (000.00)									
Commissioner Mileage Oct 19													\$ (226.66)			
Health Care-Gullixson Jan 20													ψ (220.00)			
Staff Svcs Nov 2019				\$	(27 98)	\$ (58.52)			\$ (3,500.00)			\$ (320.50)		\$ (180.00)		
Pers unfunded liability Dec 19				7	(27.30)	y (30.32)			\$ (3,300.00)			\$ (320.30)		\$ (100.00)		
AT&T (Dec 19)				\$	(55.72)											
Staff Svcs Dec 19	+			\$	(27.98)		 		\$ (3,500.00)							
County Staff Support Svcs	+			۲	(27.98)		1		(۵٫۵۵۰۵) د		<u> </u>					
Pers unfunded liability Jan 19	1			-												
Health Care-Gullixson Feb 20	+			+				-								
AT&T (Jan 19)	+			ć	/EE 05\	-	-		-							
, ,	+			\$	(55.85)		-		¢ (2.500.55)		-			d (250.55)		
Staff Svcs Jan 20	+			\$	(27.98)		-		\$ (3,500.00)		-			\$ (360.00)		
	4/4 000	4		-	/==o c = '	A (0	A (4 ===:	_	4 (0 4 500 5-1)	A (0.45	A (100)	4 (0.000	A (00= :::	A (4.00E)	A (000.5-)	A //
TOTAL EXPENDED	\$ (1,380.00)		\$ -	\$			\$ (1,575.00)		\$ (24,500.00)					\$ (1,395.00)		
TOTAL REMAINING	\$ (80.00)	\$ 300.00	\$ 800.00	\$	340.92	\$ 235.33	\$ 1.00	\$ 2,000.00	\$ 18,500.00	\$ 690.00	\$ 1,102.40	\$ (598.02)	\$ 1,112.56	\$ 14,605.00	\$ 1,000.00	\$ 3,682.50

Item	County	Health	CalPERS	Agency	TOTAL	RESERVE	Contingency	EP Consolidation	IV Consolidation	CHP Annex
Account Number	Contract	Insurance	Unfunded	Training	BUDGET		4451	File 2018-0001	File 2018-0002	File 2019-0001
Total Budgeted	\$ 1,300.00	\$ 7,903.00	\$ 59,192.00	\$ 5,000.00	\$150,806.00	\$44,529.92	\$ 5,000.00	\$ 10,254.76	\$12,622	\$9,835
Pers unfunded liability Jul19			\$ (531.24)		\$ (531.24)					
Health Care-Gullixson Jul 19		\$ (650.40)			\$ (650.40)					
Health Care-Gullixson Aug 19		\$ (650.69)			\$ (650.69)					
AT&T (Jul 19)					\$ (55.90)					
Calafco dues					\$ (1,075.00)					
SDRMA					\$ (1,380.00)					
Feather Publishing Legal Notice (File 2018-2)					\$ -				\$ (187.20)	
Staff Svcs Jul 19					\$ (3,527.98)				\$ (1,665.00)	
Pers unfunded liability Aug19			\$ (531.24)		\$ (531.24)				,	
Pers unfunded liability Sep19			\$ (531.24)		\$ (531.24)					
Health Care-Gullixson Sep 19		\$ (650.69)	. ,		\$ (650.69)					
Health Care-Gullixson Oct 19		\$ (650.69)			\$ (650.69)					
CalPERS Admin Expense		. (,	\$ (350.00)		\$ (350.00)					
AT&T (Aug 19)			. (,		\$ (56.42)					
AT&T (Sep 19)					\$ (55.84)					
Commissioner Mileage					\$ (160.78)					
Benoit Staff Svcs					\$ -				\$ (765.00)	
Pers unfunded liability Oct19			\$ (531.24)		\$ (531.24)				ψ (7 cs.cc)	
CALAFCO Registration			ψ (331.2.i)		\$ (1,560.00)					
Feather Publishing Legal Notice (File 2019-1)					\$ -					\$ (98.90)
Feather Publishing Legal Notice (Bylaws)					\$ (197.60)					Ç (30.30)
Staff Svcs Aug 19					\$ (3,690.00)				\$ (1,485.00)	
Staff Svcs Sept19					\$ (4,382.98)				\$ (682.50)	\$ (225.00)
Health Care-Gullixson Nov 19		\$ (650.69)			\$ (650.69)				7 (002.50)	Ç (223.00)
AT&T (Oct 19)		Ç (030.03)			\$ (55.75)					
Benoit Svcs Oct 19					\$ (33.73)				\$ (803.39)	
Staff Svcs October 19					\$ (3,706.63)				\$ (225.00)	\$ (1,648.79)
Pers unfunded liability Nov 19			\$ (531.24)		\$ (531.24)				\$ (223.00)	Ç (1,048.73)
Health Care-Gullixson Dec 19		\$ (650.69)	\$ (331.24)		\$ (650.69)					
CALAFCo Conference Travel (Powers)		Ç (030.03)			\$ (492.18)					
CALAFCo Conference Travel (Haesche)					\$ (189.68)					
CALAFCo Conference Travel (Goss)					\$ (535.66)					
Per Diem (Haesche/Swofford Oct Meeting)					\$ (200.00)					
AT&T (Nov 19)					\$ (200.00)					
CSDA Membership					\$ (500.00)					
Plumas County Clerk Recorder					\$ (300.00)			\$ (50.00)		
Commissioner Mileage Oct 19								\$ (50.00)		
Health Care-Gullixson Jan 20		\$ (650.40)			\$ (226.66) \$ (650.40)					
Staff Svcs Nov 2019		\$ (650.40)			\$ (650.40)			\$ (112.50)	\$ (600.00)	\$ (113.75)
Pers unfunded liability Dec 19			\$ (531.24)		\$ (4,087.00)			\$ (112.50)	\$ (600.00)	\$ (113.75)
AT&T (Dec 19)			\$ (531.24)		\$ (531.24)					
Staff Svcs Dec 19									\$ (333.04)	
	ć (270.75)				\$ (3,527.98)				\$ (333.04)	
County Staff Support Svcs	\$ (370.75)		ć /F24.24\		\$ (370.75)					
Pers unfunded liability Jan 19	+	ć (C24.40)	\$ (531.24)		\$ (531.24)					
Health Care-Gullixson Feb 20		\$ (634.40)			\$ (634.40) \$ (55.85)					
AT&T (Jan 19)					, , , , , , ,					ć (245.00)
Staff Svcs Jan 20					\$ (3,887.98)					\$ (315.00)
TOTAL SYDENIDED	A (2=2 ==:	A /F :00 5-1	A (4.050.5=)	4	\$ -	_	_	A /200	A (C=15:-1	A /2 -2 - : : :
TOTAL EXPENDED	\$ (370.75)		\$ (4,068.68)		\$ (43,347.39)		\$ -	\$ (162.50)		
TOTAL REMAINING	\$ 929.25	> 2,714.35	5 55,123.32	\$ 5,000.00	\$ 107,458.61	\$ 44,529.92	\$ 5,000.00	\$ 10,092.26	\$ 5,875.85	\$ 7,433.06

Invoice #PLUMAS-2020-1 Policy Consulting Associates, LLC

39774 Via Careza Murrieta, CA 92563 (310) 936-2639 EIN #: 27-2523069

Date: February 4, 2020

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	\$0.00
Cheryl Kolb, Clerk (Records digitization)		\$35	\$0.00
Dennis Miller, GIS		\$60	\$0.00
Subtotal			\$3,500.00

Projects: Applications, MSRs and SOI Updates

Hours	Rat	te	Amount
19-00(3.50	\$	90.00	\$315.00
4.00	\$	90.00	\$360.00
0.00	\$	80.00	\$0.00
0.00	\$	35.00	\$0.00
			\$675.00
	19-00(3.50 4.00 0.00	19-00(3.50 \$ 4.00 \$ 0.00 \$	19-00(3.50 \$ 90.00 4.00 \$ 90.00 0.00 \$ 80.00

Reimbursements	
Reproduction Costs	\$0.00
Postage	\$0.00
Phone and Communications	\$27.98
Office Supplies (folders and envelopes)	\$0.00
Mileage	\$0.00
Transportation and Travel (Hotel room for Haesche at Conference)	\$0.00
Subtotal	\$27.98

Amount Due \$4,202.98

Please remit invoices to Policy Consulting Associates, LLC

2/4/20

Jennifer Stephenson, Principal Date

Jennifer Stephenson Jan 2020 Timesheet						
Date	Hours	Description	Special Project			
1/1/20						
1/2/20						
1/3/20						
1/4/20						
1/5/20						
1/6/20						
1/7/20						
1/8/20						
1/9/20						
1/10/20						
1/11/20						
1/12/20						
1/13/20						
1/14/20						
1/15/20						
1/16/20						
1/17/20	4	Drafting Portola SOI Update	Х			
1/18/20						
1/19/20						
1/20/20	2.5	Updating of website				
1/21/20						
1/22/20						
1/23/20	3.5	Drafting BOE app for 2018-2	Х			
1/24/20						
1/25/20	0.75	Correspondance with Bechwourth Fire				
1/26/20						
1/27/20						
1/28/20	4.25	Research re: agency training opportunities				
1/29/20	1	Phone call re: fire reorganization				
1/30/20		<u> </u>				
1/31/20	4.5	Drafting of agenda, Correspondance with Chester PUD				

Invoice #PLUMAS-2019-12 Policy Consulting Associates, LLC

39774 Via Careza Murrieta, CA 92563 (310) 936-2639 EIN #: 27-2523069

Date: January 9, 2020

Plumas LAFCO 520 Main St Quincy, CA 96971

Staff Services

Hours	Rate	Amount
	\$3,500	\$3,500.00
	\$172.50	\$0.00
	\$35	\$0.00
	\$60	\$0.00
		\$3,500.00
	Hours	\$3,500 \$172.50 \$35

Projects: Applications, MSRs and SOI Updates

	Hours	Rat	te	Amount
Jennifer Stephenson, Applications/Projects - File 2019-0001 & 2019-0002	4.25	\$	90.00	\$382.50
Jennifer Stephenson, MSR and SOI Updates	0.00	\$	90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$	80.00	\$0.00
Cheryl Kolb, Applications/Projects - File 2019-0001	0.00	\$	35.00	\$0.00
Subtotal				\$382.50

Reimbursements	
Reproduction Costs	\$0.00
Postage	\$49.46
Phone and Communications	\$27.98
Office Supplies (folders and envelopes)	\$0.00
Mileage	\$0.00
Transportation and Travel (Hotel room for Haesche at Conference)	\$0.00
Subtotal	\$77.44

Amount Due \$3,959.94

Please remit invoices to Policy Consulting Associates, LLC

1/9/20

Jennifer Stephenson, Principal

Date

Jennifer Stephenson Dec 2019 Timesheet						
Date	Hours	Description	Special Project			
12/1/19	4.5	Agenda compilation				
12/2/19	3.5	Agenda/cancellation distribution				
12/3/19						
12/4/19	1.5	Correspondance re: conference reimbursements				
12/5/19						
12/6/19						
12/7/19	3.5	Website update				
12/8/19						
12/9/19	1	Correspondance re: File 2018-2	Х			
12/10/19						
12/11/19						
12/12/19						
12/13/19						
12/14/19						
12/15/19						
12/16/19						
12/17/19						
12/18/19						
12/19/19	3	Filing of certificate of completion for File 2018-2	Χ			
12/20/19						
12/21/19						
12/22/19						
12/23/19	0.5	Correspondance with County Clerk Recorder				
12/24/19						
12/25/19						
12/26/19						
12/27/19	0.25	Correspondance with applicant File 2018-2				
12/28/19						
12/29/19						
12/30/19						
12/31/19						

Invoice #PLUMAS-2019-11 Policy Consulting Associates, LLC

39774 Via Careza Murrieta, CA 92563 (310) 936-2639 EIN #: 27-2523069

Date: December 3, 2019

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	\$0.00
Cheryl Kolb, Clerk (Records digitization)		\$35	\$0.00
Dennis Miller, GIS	1.00	\$60	\$60.00
Subtotal			\$3,560.00

Projects: Applications, MSRs and SOI Updates

	Hours	Rat	te	Amount
Jennifer Stephenson, Applications/Projects - File 2019-0001 &	2019-00(7.25	\$	90.00	\$652.50
Jennifer Stephenson, MSR and SOI Updates	2.00	\$	90.00	\$180.00
Oxana Wolfson Analyst	0.00	\$	80.00	\$0.00
Cheryl Kolb, Applications/Projects - File 2019-0001	3.25	\$	35.00	\$113.75
Subtotal				\$946.25

Reimbursements	
Reproduction Costs	\$0.00
Postage	\$58.52
Phone and Communications	\$27.98
Office Supplies (folders and envelopes)	\$0.00
Mileage	\$0.00
Transportation and Travel (Hotel room for Haesche at Conference)	\$320.50
Subtotal	\$407.00

Amount Due	\$4,913.25

Please remit invoices to Policy Consulting Associates, LLC

12/3/19

Jennifer Stephenson, Principal

Date

Jennifer Stephenson Nov 2019 Timesheet				
Date	Hours	Description	Special Project	
11/1/19				
11/2/19				
11/3/19				
11/4/19				
11/5/19				
11/6/19				
11/7/19				
11/8/19	1	Discussion with County Elections re: File 2018-2	Χ	
11/9/19	2	Addressing CSDA Dues, personnel action forms		
11/10/19				
11/11/19	2.5	Discussion with County Counsel re: File 2018-2, correspondance with applicant	Х	
11/12/19	5.25	Compiling Commissioner Reimbursements and receipts from conference, personnel action forms and per diems		
11/13/19		, , , , , , , , , , , , , , , , , , ,		
11/14/19				
11/15/19				
11/16/19				
11/17/19	2	Initiation of Portola SOI Update	Х	
11/18/19				
11/19/19				
11/20/19	1.75	Filing COC for 2018-1		
11/21/19				
11/22/19	2	Drafting of Certificate Completion File 2018-2	Х	
11/23/19				
11/24/19				
11/25/19	3.75	Addressing County concerns re: travel reimbursement policies		
11/26/19				
11/27/19				
11/28/19				
11/29/19				
11/30/19	3.5	Developing agenda for Commission meeting		

Invoice #PLUMAS-2019-12 Policy Consulting Associates, LLC

39774 Via Careza Murrieta, CA 92563 (310) 936-2639 EIN #: 27-2523069

Date: January 9, 2020

Plumas LAFCO 520 Main St Quincy, CA 96971

Staff Services

Hours	Rate	Amount
	\$3,500	\$3,500.00
	\$172.50	\$0.00
	\$35	\$0.00
	\$60	\$0.00
		\$3,500.00
	Hours	\$3,500 \$172.50 \$35

Projects: Applications, MSRs and SOI Updates

	Hours	Rat	te	Amount
Jennifer Stephenson, Applications/Projects - File 2019-0001 & 2019-0002	4.25	\$	90.00	\$382.50
Jennifer Stephenson, MSR and SOI Updates	0.00	\$	90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$	80.00	\$0.00
Cheryl Kolb, Applications/Projects - File 2019-0001	0.00	\$	35.00	\$0.00
Subtotal				\$382.50

Reimbursements	
Reproduction Costs	\$0.00
Postage	\$49.46
Phone and Communications	\$27.98
Office Supplies (folders and envelopes)	\$0.00
Mileage	\$0.00
Transportation and Travel (Hotel room for Haesche at Conference)	\$0.00
Subtotal	\$77.44

Amount Due \$3,959.94

Please remit invoices to Policy Consulting Associates, LLC

1/9/20

Jennifer Stephenson, Principal

Date

Jennifer Stephenson Oct 2019 Timesheet				
Date	Hours	Description	Special Project	
10/1/19				
10/2/19	6.5	Drafting Staff report for File 2019-1	Х	
10/3/19	6.75	Drafting Staff report for File 2019-1	Х	
10/4/19				
10/5/19	1.75	Drafting resolution for File 2019-1	Х	
10/6/19				
10/7/19	2.5	Mapping follow up for File 2018-2	Х	
10/8/19				
10/9/19	3.5	Preparing agenda for Commission meeting		
10/10/19	7.75	Preparing agenda for Commission meeting		
10/11/19	4.25	Preparing agenda for Commission meeting		
10/12/19				
10/13/19	3.75	Agenda distribution and posting		
10/14/19				
10/15/19				
10/16/19				
10/17/19				
10/18/19	1.75	Correspondance regarding Meadow Valley Cemetery District		
10/19/19				
10/20/19	6.5	Travel and preparting for commission meeting		
10/21/19	2.5	Commission meeting and prep		
10/22/19				
10/23/19				
10/24/19				
10/25/19				
10/26/19				
10/27/19				
10/28/19				
10/29/19				
10/30/19				
10/31/19				

Invoice #PLUMAS-2019-10 Policy Consulting Associates, LLC

39774 Via Careza Murrieta, CA 92563 (310) 936-2639 EIN #: 27-2523069

Date: November 9, 2019

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)		\$35	\$0.00
Dennis Miller, GIS	2.00	\$60	\$120.00
Subtotal			\$3,792.50

Projects: Applications, MSRs and SOI Updates

	Hours	Rat	ie	Amount
Jennifer Stephenson, Applications/Projects - File 2019-0001 & 20	019-00(17.50	\$	90.00	\$1,575.00
Jennifer Stephenson, MSR and SOI Updates	0.00	\$	90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$	80.00	\$0.00
Cheryl Kolb, Applications/Projects - File 2019-0001	0.00	\$	35.00	\$0.00
Subtotal				\$1,575.00

Reimbursements	
Reproduction Costs	\$178.79
Postage	\$6.15
Phone and Communications	\$27.98
Office Supplies (folders and envelopes)	\$0.00
Mileage	\$0.00
Transportation and Travel	\$0.00
Subtotal	\$212.92

Amount Due	\$5,580.42

11/9/19

Please remit invoices to Policy Consulting Associates, LLC

Jennifer Stephenson, Principal Date

Plumas County Planning & Building Services

INVOICE

555 Main Street Quincy, CA 95971

(530) 283-7011

NAME:

Plumas LAFCo 555 Main Street Quincy, CA 95971 **INVOICE NUMBER** |PLNG 19/20-05

INVOICE DATE

January 6, 2020

Sales Tax Rate:

0.00%

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	Staff Support & Photocopies		
369	Photocopies	\$0.15	\$55.35
	7/1/19 - 12/31/19		
	Staff Support		
	7/1/19 - 12/31/19		
4.75	Heidi Wightman	\$66.40	\$315.40
		d .	
		SUBTOTAL	370.75
		TAX	0.00
		SHIPPING	
			\$370.75

DIRECT ALL INQUIRIES TO:

Heidi Wightman (530) 283-7007

email: heidiwightman@countyofplumas.com

MAKE ALL CHECKS PAYABLE TO:

Plumas County Planning Department

Attn: Heidi Wightman 555 Main Street

Quincy, CA 95971

\$3/0.75

PAY THIS AMOUNT

Copies 7/1/19 - 12/31/19

LAFCo 918				
DATE	B/W	COLOR		
July August September October November December	16 63 48 66 34 102	4 2 10 3 2 19		
	Total	369		

Commissioner Reimbursement for Travel

Re: Travel expense for Bill Powers attendance at LAFCo Annual Conference October 30–November 1, 2019 at Hyatt Regency in Sacramento

Mileage:

Personal auto travel to Sacramento on 10/30/19, 148 miles Personal auto travel from Sacramento to home 11/1/19, 148 miles Total requested 296 miles

Room and Board:

Payment by Bill Powers for Hyatt Regency \$320.50. Copy of bill is attached.



Hyatt Regency Sacramento

at Capitol Park 1209 L Street Sacramento, CA 95814

Tel: 916-443-1234 Fax: 916-321-3779

INVOICE

Mr Bill Powers 555 Main St Quincy CA 95971 United States

Confirmation No.

Room No. 1108
Arrival 10-30-19
Departure 11-01-19

Departure Folio Window

4008405301

Folio No. 1116498

0.00

Group Name Calafco

Date Description Charges

Balance

Date	Description		Charges	Credits
10-30-19	Package		139.00	
10-30-19	Occupancy Tax		15.60	
10-30-19	Sacramento Tourism Assessment		3.90	
10-30-19	CA Tourism Assessment		0.45	
10-30-19	STID Assessment		1.30	
10-31-19	Package		139.00	
10-31-19	Occupancy Tax		15.60	
10-31-19	Sacramento Tourism Assessment		3.90	
10-31-19	CA Tourism Assessment		0.45	
10-31-19	STID Assessment		1.30	
11-01-19	Visa	XXXXXXXXXXX7920 XX/XX		320.50
11-01-19	Visa	XXXXXXXXXXXX/920 XX/XX		3

Total 320.50 320.50

Guest Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

World of Hyatt Summary

No Membership to be credited

Join World of Hyatt today and start earning points for stays, dining and more. Visit www.worldofhyatt.com

WE HOPE YOU ENJOYED YOUR STAY WITH US!

Thank you for choosing Hyatt Regency Sacramento. We hope that you enjoyed your stay with us. Our goal is to exceed our guests' expectations. If you have any comments regarding your stay please share them with us.

Consumer Affairs: Glenn Mathieu, 916-321-3677 or Glenn.Mathieu@hyatt.com

LOST & FOUND: www.ileftmystuff.com

CLICK "Get it back now!"

Client Identification Number = 49317

Please remit payment to: Hyatt Regency Sacramento PO Box 202649 Dallas, TX 75320-2649

For inquiries concerning your bill please call 888-588-4384



Hyatt Regency Sacramento

at Capitol Park 1209 L Street Sacramento, CA 95814

Tel: 916-443-1234 Fax: 916-321-3779

INVOICE

Kevin Goss Room No. 1345 555 Main St Arrival 2019-10-30 Quincy, CA 95971 Departure 2019-11-01 **United States** Page No. 1 of 1

Confirmation No. 4008468301 Folio Window

Folio No. **Group Name** Calafco 31382922

Date	Description		Charges	Credits
10-30-2019	Package		139.00	
10-30-2019	Occupancy Tax		15.60	
10-30-2019	Sacramento Tourism Assessment		3.90	
10-30-2019	CA Tourism Assessment		0.45	
10-30-2019	STID Assessment		1.30	
10-31-2019	Package		139.00	
10-31-2019	Occupancy Tax		15.60	
10-31-2019	Sacramento Tourism Assessment		3.90	
10-31-2019	CA Tourism Assessment		0.45	
10-31-2019	STID Assessment		1.30	
11-01-2019	Parking Overnight - Self		20.00	
11-01-2019	Parking Overnight - Self		20.00	
11-01-2019	Visa	XXXXXXXXXXXX6797		-360.50

Total	360.50	-360.50
Ralanco	0.00	

Guest Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

World of Hyatt Summary

Membership: XXXXXX273P

Bonus Codes: Qualifying Nights: 2 Eligible Spend: 278.00 Redemption Eligible: 40.00

Summary Invoice, please see front desk

for eligibility details.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

Thank you for choosing Hyatt Regency Sacramento. We hope that you enjoyed your stay with us. Our goal is to exceed our guests' expectations. If you have any comments regarding your stay please share them with us.

Consumer Affairs: Glenn Mathieu, 916-321-3677 or Glenn.Mathieu@hyatt.com

LOST & FOUND: www.ileftmystuff.com CLICK "Get it back now!"

Client Identification Number = 49317

Please remit payment to: Hyatt Regency Sacramento PO Box 202649 Dallas, TX 75320-2649

For inquiries concerning your bill please call 888-588-4384









ACCOUNT ACTIVITY

Date of Transaction

Merchant Name or Transaction Description

\$ Amount

11/20/19
Hi Jeunifer,
Thanks for handling this!

Regards

11/01

11/02 11/01

HYATT REGENCY SACRAMENTO SACRAMENTO CA SXM*SIRIUSXM.COM/ACCT 888-635-5144 NY AUBURNGROCERYOUTLET AUBURN CA TO DOW ODEEN TO ALIDEDALON

320.50 19.41

7.54









ACCOUNT ACTIVITY

Date of Transaction

Merchant Name or Transaction Description

\$ Amount

11/20/19
Hi Jeunifer,
Thanks for handling this!

Regards

11/01

11/02 11/01

HYATT REGENCY SACRAMENTO SACRAMENTO CA SXM*SIRIUSXM.COM/ACCT 888-635-5144 NY AUBURNGROCERYOUTLET AUBURN CA TO DOW ODEEN TO ALIDEDALON

320.50 19.41

7.54

Commissioner Reimbursement for Travel

Re: Travel expense for Matthew Haesche attendance at LAFCo Annual Conference October 30–November 1, 2019 at Hyatt Regency in Sacramento

Mileage:

Personal auto travel to Sacramento on 10/30/19, 148 miles Personal auto travel from Sacramento to home 11/1/19, 148 miles Total requested 296 miles

Room and Board:

Payment by Matthew Haesche for Vines Café at Hyatt Regency \$25.00. Copy of bill is attached.



Hyatt Regency Sacramento Vines 1209 L Street Sacramento, CA 98514 916-443-1234

1158316 Shobna

CHK	14404	TBL 40/	1
	10/30/2019	12:23 PM	
1 Lunch	Buffet	16.95	
Food *Tax	1 0	\$16.95 \$1.48	-

Tip:	
Total: 25	
Room:	
Name:	
Signature:	
Farn or Podoom Doints for	Dinin

World of Hyatt#:
Last Name:
Offer code(s):
Redemption Eligible: 18.43
*Not point earning eligible.
#Not point redemption eligible.

Commissioner Reimbursement for Travel

Re: Travel expense for Kevin Goss attendance at LAFCo Annual Conference October 30–November 1, 2019 at Hyatt Regency in Sacramento

Mileage:

Personal auto travel to Sacramento on 10/30/19, 152 miles Personal auto travel from Sacramento to home 11/1/19, 152 miles Total requested 304 miles

Room and Board:

Payment by Kevin Goss for Hyatt Regency \$360.50. Copy of hotel bill is attached.



Hyatt Regency Sacramento

at Capitol Park 1209 L Street Sacramento, CA 95814

Tel: 916-443-1234 Fax: 916-321-3779

INVOICE

Confirmation No.

Kevin Goss Room No. 1345 555 Main St Arrival 2019-10-30 Quincy, CA 95971 Departure 2019-11-01 **United States** Page No. 1 of 1

> 4008468301 Folio Window

Folio No. **Group Name** Calafco 31382922

		Charges	Credits
Package		139.00	
Occupancy Tax		15.60	
Sacramento Tourism Assessment		3.90	
CA Tourism Assessment		0.45	
STID Assessment		1.30	
Package		139.00	
Occupancy Tax		15.60	
Sacramento Tourism Assessment		3.90	
CA Tourism Assessment		0.45	
STID Assessment		1.30	
Parking Overnight - Self		20.00	
-		20.00	
Visa	XXXXXXXXXXXX6797		-360.50
	Sacramento Tourism Assessment CA Tourism Assessment STID Assessment Package Occupancy Tax Sacramento Tourism Assessment CA Tourism Assessment STID Assessment Parking Overnight - Self Parking Overnight - Self	Occupancy Tax Sacramento Tourism Assessment CA Tourism Assessment STID Assessment Package Occupancy Tax Sacramento Tourism Assessment CA Tourism Assessment STID Assessment Parking Overnight - Self Parking Overnight - Self	Occupancy Tax 15.60 Sacramento Tourism Assessment 3.90 CA Tourism Assessment 0.45 STID Assessment 1.30 Package 139.00 Occupancy Tax 15.60 Sacramento Tourism Assessment 3.90 CA Tourism Assessment 0.45 STID Assessment 1.30 Parking Overnight - Self 20.00 Parking Overnight - Self 20.00

Total	360.50	-360.50
Ralanco	0.00	

Guest Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

World of Hyatt Summary

Membership: XXXXXX273P

Bonus Codes: Qualifying Nights: 2 Eligible Spend: 278.00 Redemption Eligible: 40.00

Summary Invoice, please see front desk

for eligibility details.

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LOST & FOUND: www.ileftmystuff.com CLICK "Get it back now!"

Client Identification Number = 49317

Please remit payment to: Hyatt Regency Sacramento PO Box 202649 Dallas, TX 75320-2649

For inquiries concerning your bill please call 888-588-4384

TIME TRACKING SHEET **LAFCo** 7/1/19 - 12/31/19

Date	Task	# of Hours
7/1/19 - 7/31/19	Claims	0.5
8/1/19 - 8/31/19	Claims	0.75
9/1/19 - 9/30/19	9/1/19 - 9/30/19 Claims	
10/11/2019 Expense list e-mail to Jennifer		0.5
10/1/19 - 10/31/19	Claims	0.75
11/1/19 - 11/30/19	Claims	0.75
12/4/2019	Expense list e-mail to Jennifer	0.5
12/1/19 - 12/31/19	Claims	0.5

Total Hours 4.75

INVOICE Plumas LAFCoSept - Oct 2019

John Benoit Invoice number: 2019-0089

Invoice date: 4-Nov-19

P.O. Box 2694 Granite Bay, CA 95746 Tel: (530) 257-0720 Fax (530) 797-7631

0 Vender ID #

Client name: Plumas LAFCO c/o County of Plumas

Address: 520 Main Street
City, state, postal code: Quincy, CA 96971

Telephone: Fax: PO number:

Lafco Staff John Benoit	Hours	DUCD IVIID	Start / End Date	Amount
John Beholt	7.00	PHCD-IVHD	Sept 1-Oct 31, 2019	\$700.00
			T . 1 . 4 %	.
			Total activity cost:	\$700.00
Materials / Oth	er Expenses		Reason / Vendor	Amount
Reproduction Costs	•			
Postage				
Phone & Communica	itions			
Office Supplies				
Mileage				
Transportation and T	ravel		K Goss and M Haesche - Dinner 10.31	\$ 88.62
			portion of Browne Atty Dinner	14.77
			Calafco conference - Sacramento	
			Total materials cost:	\$103.39
			Total billing:	\$ 803.39

Item	Insurance	Office	Copies	Communi	ications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications	Travel	Mileage	MSR/SOIs	Commiss	File Ma	nagement
Account Number	SDRMA	Expense										Commission			Stipends		
Total Budgeted	\$ 1,300.00	\$ 300.00	\$ 800.00	\$	900.00	\$ 300.00	\$ 1,576.00	\$2,000.00	\$ 43,000.00	\$1,035.00	\$ 1,300.00	\$ 2,500.00	\$ 1,500.00	\$ 16,000.00	\$1,200.00	\$	3,700.00
Pers unfunded liability Jul19																	
Health Care-Gullixson Jul 19																	
Health Care-Gullixson Aug 19																	
AT&T (Jul 19)				\$	(55.90)												
Calafco dues							\$ (1,075.00)										
SDRMA	\$(1,380.00)																
Feather Publishing Legal Notice (File 2018-2)																	
Staff Svcs Jul 19				\$	(27.98)				\$ (3,500.00)								
Pers unfunded liability Aug19																	
Pers unfunded liability Sep19																	
Health Care-Gullixson Sep 19																	
Health Care-Gullixson Oct 19																	
CalPERS Admin Expense																	
AT&T (Aug 19)				\$	(56.42)												
AT&T (Sep 19)				\$	(55.84)												
Commissioner Mileage													\$ (160.78)				
Benoit Staff Svcs																	
CALAFCO Registration												\$ (1,560.00)					
Feather Publishing Legal Notice (File 2019-1)																	
Feather Publishing Legal Notice (Bylaws)											\$ (197.60)						
Staff Svcs Aug19									\$ (3,500.00)	\$ (172.50)						\$	(17.50)
Staff Svcs Sept19				\$	(27.98)				\$ (3,500.00)					\$ (855.00)			
TOTAL EXPENDED	\$(1,380.00)	\$ -	\$ -	\$ ((224.12)	\$ -	\$ (1,075.00)	\$ -	\$ (10,500.00)	\$ (172.50)	\$ (197.60)	\$ (1,560.00)	\$ (160.78)	\$ (855.00)	\$ -	\$	(17.50)
TOTAL REMAINING	\$ (80.00)	\$ 300.00	\$ 800.00	\$	675.88	\$ 300.00	\$ 501.00	\$2,000.00	\$ 32,500.00	\$ 862.50	\$ 1,102.40	\$ 940.00	\$ 1,339.22	\$ 15,145.00	\$1,200.00	\$	3,682.50

Item	County	Health	CalPERS	Agency	TOTAL	RESERVE	Contingency	EP Consolida	ition	IV Consolidation	CHP Annex	
Account Number	Contract	Insurance	Unfunded	Training	BUDGET		4451	File 2018-0001		File 2018-0002	File 2019-0001	
Total Budgeted	\$ 1,300.00	\$ 7,903.0	0 \$ 59,192.00	\$ 5,000.00	\$150,806.00	\$44,529.92	\$ 5,000.00	\$ 10,25	4.76	\$12,622	\$9,835	
Pers unfunded liability Jul19			\$ (531.24)		\$ (531.24)							
Health Care-Gullixson Jul 19		\$ (650.4	0)		\$ (650.40)							
Health Care-Gullixson Aug 19		\$ (650.6	9)		\$ (650.69)							
AT&T (Jul 19)					\$ (55.90)							
Calafco dues					\$ (1,075.00)							
SDRMA					\$ (1,380.00)							
Feather Publishing Legal Notice (File 2018-2)					\$ -					\$ (187.20)		
Staff Svcs Jul 19					\$ (3,527.98)					\$ (1,665.00)		
Pers unfunded liability Aug19			\$ (531.24)		\$ (531.24)							
Pers unfunded liability Sep19			\$ (531.24)		\$ (531.24)							
Health Care-Gullixson Sep 19		\$ (650.6	9)		\$ (650.69)							
Health Care-Gullixson Oct 19		\$ (650.6	9)		\$ (650.69)							
CalPERS Admin Expense			\$ (350.00)		\$ (350.00)							
AT&T (Aug 19)					\$ (56.42)							
AT&T (Sep 19)					\$ (55.84)							
Commissioner Mileage					\$ (160.78)							
Benoit Staff Svcs					\$ -					\$ (765.00)		
CALAFCO Registration					\$ (1,560.00)							
Feather Publishing Legal Notice (File 2019-1)					\$ -						\$ (98.90)	
Feather Publishing Legal Notice (Bylaws)					\$ (197.60)							
Staff Svcs Aug19					\$ (3,690.00)					\$ (1,485.00)		
Staff Svcs Sept19					\$ (4,382.98)					\$ (682.50)	\$ (225.00)	
					\$ -							
TOTAL EXPENDED	\$ -	\$ (2,602.4	7) \$ (1,943.72)	\$ -	\$ (20,688.69)	\$ -	\$ -	\$	-	\$ (4,784.70)	\$ (323.90)	
TOTAL REMAINING	\$ 1,300.00	\$ 5,300.5	3 \$ 57,248.28	\$ 5,000.00	\$130,117.31	\$44,529.92	\$ 5,000.00	\$ 10,25	4.76	\$ 7,837.28	\$ 9,510.60	

CITY COUNCIL AGENDA STAFF REPORT

DATE: September 18, 2019

TO: Honorable Mayor and Members of the City Council

MEETING: September 25, 2019

FROM: Leslie Chrysler, Deputy City Clerk

SUBJECT: Memorandum of Understanding regarding reorganization of Fire and Emergency

Services

The Fire Ad Hoc Committee has met several times with representatives from the following agencies:

Beckwourth Fire Department Eastern Plumas Rural Fire Protection District

C Road CSD Gold Mountain CSD

Sierra Valley Fire Dept.

The agencies have discussed various ways to improve providing Fire and Emergency Services to their jurisdictions. Discussion have mostly revolved around the idea of some type of consolidation.

The group determined that any efforts toward consolidation or some type of joint powers agreement would need approval from the executive boards of each agency. The attached Memorandum of Understanding (MOU) was drafted by City Attorney Steve Gross and is in the process of being presented to each board. The MOU acts to obtain a formal commitment from each agency to establish and participate in a framework for cooperative and collaborative action to explore ways to strengthen and improve fire and emergency services throughout their service boundaries by reorganizing how those services are provided. The MOU also requests each agency to appoint an ad hoc committee to meet and bring information back to the full boards of each agency.

The City has already appointed an Ad Hoc Fire Committee consisting of Mayor Cooley and Councilmember Morton. It is recommended that this committee remain in place and work with the other agencies.

Representative from the other agencies and the City's Ad Hoc Committee will be available to discuss the MOU.

Recommendation:

Adopt Resolution No. 2410 approving the MOU.

RESOLUTION NO. 2410

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA APPROVING THE MEMORANDUM OF UNDERSTANDING REGARDING REORGANIZATION OF FIRE AND EMERGENCY SERVICES

WHEREAS, the City of Portola ("City") is a California municipal corporation that provides Fire and Emergency Services within its boundaries; and

WHEREAS, the City desires to join with other agencies in the eastern part of Plumas County that provide Fire and Emergency Services to explore ways to strengthen and improve those services; and

WHEREAS, the City and the other agencies desire to formalize the efforts to improve the services by entering into a Memorandum of Understanding;

NOW, THEREFORE, be it resolved by the City Council of the City of Portola that:

- 1. The attached Memorandum of Understanding, incorporated herein as Exhibit A, is hereby approved.
- 2. Confirm the previous appointment of Mayor Cooley and Councilmember Morton to the Fire Ad Hoc Committee and direct the Committee to work with the other agencies to strengthen and improve fire and emergency services.
- 3. The Mayor is authorized to execute the Memorandum of Understanding on behalf of the City.

MEMORANDUM OF UNDERSTANDING REGARDING REORGANIZATION OF FIRE AND EMERGENCY SERVICES

This Memorandum of Understanding Regarding Reorganization of Fire and Emergency Services ("MOU") is entered into as of on September _____, 2019, by and between the Beckwourth Fire District, a California fire protection district ("Beckwourth"), C-Road Community Services District, a California community services district ("C-Road"), the City of Portola, a California municipal corporation ("Portola"), the Eastern Plumas Rural Fire Protection District, a California fire protection district ("EPRFPD"), the Gold Mountain Community Services District, a California community services district ("Gold Mountain") and the Sierra Valley Fire Protection District, a California fire protection district ("SVFPD") . Beckwourth, C-Road, Portola, EPRFPD, Gold Mountain and SVFPD may be referred to herein individually as "Party", or collectively as the "Parties", as the context requires.

1. Purpose of MOU

The purpose of this MOU is to obtain the formal commitment from each Party to establish and participate in a framework for cooperative and collaborative action to explore ways to strengthen and improve fire and emergency services throughout their service boundaries by reorganizing how those services are provided.

2. Agreements

The Parties agree to the following:

- a. The governing body of each Party will appoint an Ad Hoc Committee that will meet with the Ad Hoc Committees of each of the other Parties, and other persons and entities as they deem appropriate, such as representatives of the Plumas Local Agency Formation Commission and consultants, on a periodic basis. Each Party shall appoint an Ad Hoc Committee within thirty (30) days of its approval of this MOU.
- b. The Parties and their Ad Hoc Committees will discuss and develop a plan for the provision of fire and emergency services throughout the physical boundaries of all of the Parties through some combination of reorganizing, consolidating and dissolving the Parties' fire protection and emergency services functions and the creation of one newly created replacement entity to provide such services.
- c. The Parties and their Ad Hoc Committees will negotiate in good faith to work towards creating an equitable joint funding mechanism for engaging the services of one or more consultants to assist the Parties in achieving the commitments set forth in this MOU.

- d. This MOU creates no obligation for any Party to enter into a future agreement and shall not confer on any Party any rights or remedies. The Parties will only be obligated if they approve, execute and deliver a future definitive agreement(s). Each Party shall pay and be responsible for its own fees, costs and expenses with respect to this MOU and the preparations and negotiations for the future definitive agreement(s). Each Party will contribute staff time necessary to meet the goals of this MOU.
- e. The Parties may ultimately reach a formal agreement(s) for the provision of fire and emergency services. If the Parties reach such an agreement(s), the terms of that agreement(s) shall control even if they conflict with any term in this MOU.
- f. This MOU is not intended to and does not abridge any decision-making authority of any Party or the legal obligation of any Party, whether imposed by contract, license, permit, regulation, statute or otherwise.

3. Notices

All notices provided pursuant to this MOU shall be deemed to have been duly given if given in writing and either delivered personally or mailed by first-class, registered or certified mail as follows:

Beckwourth Fire District 180 Main Street Beckwourth, CA 96129 C-Road Community Services District

City of Portola 35 Third Avenue Portola, CA 96122 Eastern Plumas Rural Fire Protection District 141 Delleker Drive Portola, CA 96122

Gold Mountain Community Services District 150 Pacific Street Portola, CA 96122 Sierra Valley Fire Protection District PO Box Chilcoot, CA 96105

4. Withdrawal from the MOU

Any Party may withdraw from and end its participation in this MOU by providing sixty (60) day's advance written notice to the other Parties.

5. Term and Termination

This MOU shall become effective on the date that two (2) or more of the Parties have approved and executed it ("Effective Date") and shall continue for a period of twenty-four (24) months hereafter regardless of when any other Party approves and executes it. The Parties may agree to terminate this MOU at any time or extend it by a written document executed by all Parties.

6. Counterparts

This MOU may be executed by the Parties in counterpart originals with the same force and effect as if fully executed as a single, original document.

Date	Date
Beckwourth Fire District	C-Road Community Services District
By: Its:	By: Its:
Date	Date
City of Portola	Eastern Plumas Rural Fire Protection District
By: Its:	By: Its:
Date	Date
Gold Mountain Community Services District	Sierra Valley Fire Protection District
By: Its:	By: Its:

Plumas LAFCo 2020 Regular Meeting Schedule

10:00 AM
BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE
520 MAIN STREET
QUINCY, CALIFORNIA

February 10, 2020 April 13, 2020 June 8, 2020 August 3, 2020* October 5, 2020* December 14, 2020

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.