

PLUMAS LAFCo

SPECIAL MEETING AGENDA

MONDAY February 8, 2021

10:00 AM

This special meeting has the same agenda as, and supersedes, the regular meeting previously scheduled for the same time and date. The meeting is noticed as a special meeting to allow Commissioners and the public to participate in the meeting via teleconference or other electronic means. A roll call vote is required for all items on the agenda. This meeting will be held via the Zoom video conferencing system **only** due to the current State orders.

You may use your computer or smart device to watch the video conference 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.

Join Zoom Meeting Online

<https://us02web.zoom.us/j/86097161576?pwd=SEhUQThK UjRYdFlxMIRLWjlaZERTZz09>

Meeting ID: 860 9716 1576

Passcode: 869128

Join Zoom Meeting in App

Open application, make an account

Click "Join"

Meeting ID: 860 9716 1576

Passcode: 869128

Dial in by Phone

(669)900-9128

Meeting ID: 860 9716 1576

Passcode: 869128

You do not need to enter a participant ID when prompted.

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. 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:

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**
- 2. Approval of Agenda (additions or deletions)**
- 3. Correspondence:**
- 4. CONSENT ITEM (S)**

a) Approval of the December 14th, 2020 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 December 2020 and January 2021.**

a) Authorize payment of claims December 2020 and January 2021.

PUBLIC HEARINGS and ACTION ITEMS:

- 7. Update Regarding Cemetery District Reorganization**

*a) Executive Officer's Update
b) Discussion*

8. Consideration of Fee Reduction for Annexation Application to Quincy FPD

- a) *Receive letter regarding request for fee reduction*
- b) *Discussion*
- c) *Approve or deny request for fee reduction*

9. Grizzly Lake CSD Concerns and Next Steps

- a) *Review Executive Officer Report*
- b) *Provide direction regarding any desired communication with district*

10. Appoint Commissioners to Budget Committee

- a) *Appoint two Commissioners to Budget Committee*

11. Executive Officer's Report

- a) *Active and upcoming applications*
- b) *Form 700 must be submitted by April 1, 2021*

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 12, 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

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.

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@pccateam.com or by fax at 888-501-0395.

PLUMAS LAFCo

SPECIAL MEETING MINUTES

MONDAY December 14, 2020

10:00 AM

This special meeting has the same agenda as, and supersedes, the regular meeting previously scheduled for the same time and date. The meeting is noticed as a special meeting to allow Commissioners and the public to participate in the meeting via teleconference or other electronic means. A roll call vote is required for all items on the agenda. This meeting will be held via the Zoom video conferencing system **only** due to the current shelter-in-place orders.

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kh3YXpaMnlBYIBwZWdOQT09](https://us02web.zoom.us/j/81369525465?pwd=RjBVL3E4akh3YXpaMnlBYIBwZWdOQT09)**

Meeting ID: 813 6952 5465

Passcode: 827588

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Open application, make an account

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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, 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 Tom Cooley, City Member.

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

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

3. Correspondence: None

4. CONSENT ITEM (S)

a) Approval of the October 5th, 2020 LAFCo minutes

Motion: Approve the October 5th, 2020 LAFCo minutes as provided., Action: Approve, Moved by Kevin Goss, County Member, Seconded by Sharon Thrall, County Member, Vice Chair.

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

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

None.

6. Authorize payment of Claims for October 2020 and November 2020.

a) *Authorize payment of claims October 2020 and November 2020.*

Motion: Payment of claims for October 2020 and November 2020 authorized, **Action:** Approve, **Moved by** Sharon Thrall, County Member, Vice Chair, **Seconded by** Kevin Goss, County Member.

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

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

PUBLIC HEARINGS and ACTION ITEMS:

7. Update Regarding Cemetery District Reorganization

a) *Executive Officer's Update*

Jennifer Stephenson provided an update

b) *Discussion*

c) *Provide direction to staff regarding Meadow Valley/Quincy LaPorte CD SOI Updates*

Staff directed to add noted items to agenda for February, 2021.

8. Discussion Regarding MSR Schedule for FY 21-22

a) *Review Executive Officer Report*

b) *Provide input on districts in need of MSR updates*

9. Establish LAFCo meeting schedule for 2021

Motion: Meeting schedule for 2021 as follows:

February 8, 2021

April 12, 2021

June 14, 2021

August 16, 2021

October 18, 2021

December 13, 2021, 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: Bill Powers, City Member, Chair, Kevin Goss, County Member, Matthew Haesche, Public Member, Sharon Thrall, County Member, Vice Chair, Tom Cooley, City Member.

10. Executive Officer's Report

a) *CALAFCo Webinar/Roundtables*

Jennifer Stephenson provided link to CALAFCo webinars at

Calafco.org/resources/member-services/Calafco-webinars. Creation of new account is required and must be approved.

Tom Cooley discussed the potential formation of a new fire protection district which would replace six existing districts. Still in discussion phase and he is working with Jennifer.

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. None provided.

**12. Adjourn to next regular meeting.
Meeting adjourned at 10:59 a.m.**

LAFCo's next regular meeting to take place 10:00 am on February 8, 2021

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Chair:
Bill Powers

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

Clerk:
Cheryl Kolb



LAFCo

*The Local Agency Formation
Commission Serving Plumas County*

**Claim Authorization Form
December 2020 and January 2021 Expenses**

The Local Agency Formation Commission of Plumas County hereby authorizes the payment of the following claims from the 2020-2021 budget:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
Dec. 9, 2020	AT&T (Nov. 20)	\$ 55.94
Dec. 15, 2020	Staff Svcs Nov. 2020	\$ 3,790.47
Dec. 18, 2020	Health Care-Gullixson Dec. 20	\$ 631.63
Jan. 8, 2021	Staff Svcs Dec. 2020	\$ 3,958.37
Jan. 9, 2021	AT&T (Dec. 20)	\$ 55.94
Jan. 23, 2020	Health Care-Gullixson Jan. 21	\$ 631.63
Jan. 25, 2021	Commissioner Per Diems Dec. 20	\$ 200.00
Feb. 1, 2021	Staff Svcs Jan. 2021	\$ 4,217.97
TOTAL Dec & Jan 2021 (FY 20-21) - LAFCo expenses:		\$ 13,541.95

DATED: February 8, 2021

APPROVED: February 8, 2020

Bill Powers, Chair, Plumas LAFCo

Attest:

Jennifer Stephenson, Executive Officer

Plumas LAFCO FY 20-21 Bookkeeping

Item	Insurance	Office	Copies	Communications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications	Travel	Mileage
Account Number	SDRMA	Expense									Commission	
Total Budgeted	\$ 2,398.00	\$ 300.00	\$ 800.00	\$ 900.00	\$ 300.00	\$ 1,767.00	\$2,000.00	\$ 43,000.00	\$ 1,120.00	\$ 1,000.00	\$ 3,000.00	\$ 1,500.00
SDRMA Insurance 20-21	(\$2,900)											
CALAFCO Membership						\$ (1,267.00)						
AT&T (Jul 20)				\$ (55.82)								
Healthcare Gullixson July 20												
Healthcare Gullixson Aug 20												
CalPERS Unfunded Liability (20-21)												
Staff Services (Jul 20)		\$ (14.99)	\$ (95.00)	\$ (27.98)	\$ (6.60)			\$ (3,500.00)	\$ (35.00)			
AT&T (Aug 20)				\$ (55.82)								
Healthcare Gullixson Sep 20												
Commissioner Per Diems (Aug 20)												
Staff Services (Aug 20)		\$ (14.99)		\$ (27.98)				\$ (3,500.00)	\$ (120.00)			
Benoit Staff Services		\$ (33.90)										
AT&T (Sep 20)				\$ (55.82)								
Healthcare Gullixson Oct 20												
CSDA Membership						\$ (500.00)						
Staff Services (Sept. 20)		\$ (14.99)		\$ (27.98)				\$ (3,500.00)				
AT&T (Oct 20)				\$ (55.88)								
Healthcare Gullixson Nov 20												
Staff Services (Oct. 20)		\$ (14.99)	\$ (130.00)	\$ (27.98)	\$ (5.40)			\$ (3,500.00)	\$ (172.50)			
AT&T (Nov 20)				\$ (55.94)								
Commissioner Per Diems (Oct 20)												
SDRMA Refund	\$ 500.00											
AT&T (Dec 20)				\$ (55.94)								
Staff Services (Nov. 20)		\$ (14.99)		\$ (27.98)				\$ (3,500.00)				
Healthcare Gullixson Dec 20												
Staff Services (Dec. 20)		\$ (14.99)	\$ (36.20)	\$ (27.98)	\$ (4.20)			\$ (3,500.00)	\$ (172.50)			
AT&T (Jan. 21)				\$ (55.94)								
Healthcare Gullixson Jan 21												
Commissioner Per Diems (Dec 20)												
Staff Services (Jan. 21)		\$ (14.99)		\$ (27.98)				\$ (3,500.00)				
TOTAL EXPENDED	(\$2,400)	(\$139)	(\$261)	(\$587)	(\$16)	(\$1,767)	\$0	(\$24,500)	(\$500)	\$0	\$0	\$0
TOTAL REMAINING	\$ (2.00)	\$ 161.17	\$ 538.80	\$ 312.98	\$ 283.80	\$ -	\$ 2,000.00	\$ 18,500.00	\$ 620.00	\$ 1,000.00	\$ 3,000.00	\$ 1,500.00

Plumas LAFCO FY 20-21 Bookkeeping

Item	MSR/SOIs	Commiss	File Management	County	Health	CalPERS	Agency	TOTAL
Account Number		Stipends		Contract	Insurance	Unfunded	Training	BUDGET
Total Budgeted	\$ 24,000.00	\$1,200.00	\$ 3,700.00	\$ 1,300.00	\$ 8,000.00	\$ 6,804.00	\$ -	\$ 103,089.00
SDRMA Insurance 20-21								\$ (2,900.00)
CALAFCO Membership								\$ (1,267.00)
AT&T (Jul 20)								\$ (55.82)
Healthcare Gullixson July 20					\$ (634.40)			\$ (634.40)
Healthcare Gullixson Aug 20					\$ (634.19)			\$ (634.19)
CalPERS Unfunded Liability (20-21)						\$ (6,804.00)		\$ (6,804.00)
Staff Services (Jul 20)	\$ (1,665.00)							\$ (5,344.57)
AT&T (Aug 20)								\$ (55.82)
Healthcare Gullixson Sep 20					\$ (634.19)			\$ (634.19)
Commissioner Per Diems (Aug 20)		\$ (200.00)						\$ (200.00)
Staff Services (Aug 20)	\$ (720.00)							\$ (4,382.97)
Benoit Staff Services	\$ (100.00)							\$ (133.90)
AT&T (Sep 20)								\$ (55.82)
Healthcare Gullixson Oct 20					\$ (634.19)			\$ (634.19)
CSDA Membership								\$ (500.00)
Staff Services (Sept. 20)	\$ (555.00)							\$ (4,097.97)
AT&T (Oct 20)								\$ (55.88)
Healthcare Gullixson Nov 20					\$ (634.19)			\$ (634.19)
Staff Services (Oct. 20)	\$ (765.00)		\$ (8.75)					\$ (4,624.62)
AT&T (Nov 20)								\$ (55.94)
Commissioner Per Diems (Oct 20)		\$ (200.00)						\$ (200.00)
SDRMA Refund								\$ 500.00
AT&T (Dec 20)								\$ (55.94)
Staff Services (Nov. 20)	\$ (247.50)							\$ (3,790.47)
Healthcare Gullixson Dec 20					\$ (631.63)			\$ (631.63)
Staff Services (Dec. 20)	\$ (202.50)							\$ (3,958.37)
AT&T (Jan. 21)								\$ (55.94)
Healthcare Gullixson Jan 21					\$ (631.63)			\$ (631.63)
Commissioner Per Diems (Dec 20)		\$ (200.00)						\$ (200.00)
Staff Services (Jan. 21)	\$ (427.50)							\$ (3,970.47)
								\$ -
TOTAL EXPENDED	(\$4,683)	(\$600)	(\$9)	\$0	(\$4,434)	(\$6,804)	\$0	(\$46,700)
TOTAL REMAINING	\$ 19,317.50	\$ 600.00	\$ 3,691.25	\$ 1,300.00	\$ 3,565.58	\$ -	\$ -	\$ 56,389.08

Invoice #PLUMAS-2021-1
Policy Consulting Associates, LLC

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

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

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Applications/Projects (File 2021-01)	2.75	\$ 90.00	\$247.50
Jennifer Stephenson, MSR and SOI Updates - Cemeteries	4.75	\$ 90.00	\$427.50
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$ 35.00	\$0.00
Subtotal			\$675.00

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 **\$4,217.97**

Please remit invoices to Policy Consulting Associates, LLC



Jennifer Stephenson, Principal

2/2/21

Date

Jennifer Stephenson January 2021 Timesheet

Date	Hours	Description	Special Project
1/1/21			
1/2/21			
1/3/21			
1/4/21			
1/5/21			
1/6/21	1.25	Follow up with potential applicants	
1/7/21			
1/8/21			
1/9/21	0.75	Correspondance with District supervisor	
1/10/21			
1/11/21			
1/12/21	1.5	Follow up with potential applicants	
1/13/21			
1/14/21			
1/15/21	2	Meeting with County Admin re: cemeteries	X
1/16/21			
1/17/21			
1/18/21	0.75	Follow up with potential applicants	
1/19/21			
1/20/21			
1/21/21			
1/22/21	2.75	Drafting Memo to Board of Supervisors re: Cemeteries	X
1/23/21			
1/24/21			
1/25/21	2.75	Mailing of request to County re: File 2021-0001	X
1/26/21			
1/27/21			
1/28/21	1.5	Meeting re: Portola SOI	
1/29/21	1	Research re: Portola SOI	
1/30/21			
1/31/21	3.5	Compiling agenda	

Invoice #PLUMAS-2020-12
Policy Consulting Associates, LLC

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

Date: January 3, 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	\$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, Applications/Projects	0.00	\$ 90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Cemeteries	2.25	\$ 90.00	\$202.50
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$ 35.00	\$0.00
Subtotal			\$202.50

Reimbursements

Reproduction Costs			\$36.20
Postage			\$4.20
Phone and Communications			\$27.98
Office Supplies (Zoom Pro)			\$14.99
Mileage			\$0.00
Transportation and Travel			\$0.00
Subtotal			\$83.37

Amount Due **\$3,958.37**



Please remit invoices to Policy Consulting Associates, LLC

Jennifer Stephenson, Principal

1/3/20

Date

Jennifer Stephenson December 2020 Timesheet

Date	Hours	Description	Special Project
12/1/20			
12/2/20			
12/3/20	1	Meadow Valley SOI	X
12/4/20	4.5	Agenda Packet assembly	
12/5/20	3	Agenda Packet assembly	
12/6/20	5.5	Agenda Packet assembly	
12/7/20			
12/8/20			
12/9/20			
12/10/20			
12/11/20			
12/12/20			
12/13/20	2.5	Meeting prep	
12/14/20	2.75	Commission meeting and prep	
12/15/20			
12/16/20			
12/17/20	1.25	Meeting with Quincy La Porte	X
12/18/20	1.5	Research re: GLCSD	
12/19/20			
12/20/20			
12/21/20			
12/22/20			
12/23/20			
12/24/20			
12/25/20			
12/26/20			
12/27/20			
12/28/20			
12/29/20			
12/30/20			
12/31/20			

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Policy Consulting Associates, LLC

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

Date: December 8, 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)	0.00	\$35	\$0.00
Dennis Miller, GIS	0.00	\$60	\$0.00
Subtotal			\$3,500.00

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Applications/Projects - File 2019-0001 & 2019-0002	0.00	\$ 90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Dissolutions	2.75	\$ 90.00	\$247.50
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$ 35.00	\$0.00
Subtotal			\$247.50

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 **\$3,790.47**

Please remit invoices to Policy Consulting Associates, LLC



 Jennifer Stephenson, Principal

12/8/20

 Date

Jennifer Stephenson November 2020 Timesheet

Date	Hours	Description	Special Project
11/1/20			
11/2/20			
11/3/20			
11/4/20			
11/5/20	1.5	Leg Committee Prep	
11/6/20	2.25	Leg Committee Meeting	
11/7/20			
11/8/20			
11/9/20	1.25	Greenville Cemetery District Board Meeting	X
11/10/20	2.5	Fire study group	
11/11/20			
11/12/20			
11/13/20	1.5	Outreach to cemetery districts, follow up with Quincy LaPorte	X
11/14/20			
11/15/20			
11/16/20	0.5	Correspondance with HBCSD	
11/17/20			
11/18/20	1	Plumas Fire Meeting	
11/19/20	0.25	Phone call with Chester PUD re:property location	
11/20/20			
11/21/20			
11/22/20			
11/23/20			
11/24/20			
11/25/20			
11/26/20			
11/27/20			
11/28/20			
11/29/20			
11/30/20			

Jennifer Stephenson, Executive Officer, Plumas LAFCo

January 29, 2021

Dear Ms. Stephenson:

We are contacting you to request the Commission's assistance in creating a new fire protection infrastructure to serve Plumas County residents in the Butterfly Valley, Keddie, Roundhouse Road, and Old Highway communities, as well as nearby residents along the Highway 70/89 corridor. Our area of the county consists of approximately 74 family residences, and we are about 6 to 8 miles from the closest fire station and the closest emergency medical services, which are based in Quincy.

We see an urgent need to strengthen our community's ability to respond to emergencies by establishing a local fire station. It would serve as a base for timely response to wildland fires, structure fires, and medical emergencies, and would also be available to respond to area incidents involving multiple agencies. The station would be involved in the supervision of local controlled burn projects, which would greatly improve the area's resilience against future wildland fires. A local fire protection infrastructure would also be able to advise property owners regarding steps to be taken in preparation for future fire seasons, including the removal of ladder fuels and the creation and maintenance of defensible space around structures.

After considering several options, it appears that the most practical way to accomplish this is to create a substation that would be part of the Quincy Fire Department. We are currently involved in discussions with QFD regarding the steps that we need take for that to happen, and they have been very supportive. We would like to begin the process of making a formal application to the Commission for the annexation of our area to the Quincy Fire Protection District, and for the establishment of a local fire station which would be part of QFD.

Our neighbors have expressed strong support for this effort. Several of them either have training and experience in firefighting and emergency medical service, and others have an interest in acquiring that training and

serving as responders. We have some equipment including a fire engine, and we have individuals with extensive expertise in construction and other fields who are willing to assist.

We are in the process of raising funds to support this effort, which is just in its beginning stages. As we proceed with the application process, we respectfully request that Plumas LAFCO cover the costs of the Municipal Service Review and the Sphere of Influence Update. Our residents will raise the funds to cover the annexation application fee and other costs.

We look forward to meeting to discuss the next steps in this process. Thank you for your time and consideration of this matter, and please contact us if we may provide further information.

Sincerely,

Bill Jacks
1590 Wildwood Path
Quincy, CA 95971
Mobile/text: (530) 249-6000
Email: butterflyfiredept@gmail.com

Tommy Miles
37776 Old Highway Road
PO Box 288
Quincy, CA 95971
Home: (530) 281-6606
Mobile/Text: (530) 228-2283
Email: rockosaurus@hotmail.com

Plumas LAFCo

STAFF REPORT

MEETING DATE: February 8, 2021

TO: LAFCo Commissioners

FROM: Jennifer Stephenson, Executive Officer

SUBJECT: Grizzly Lake Community Services District Update

There have been several complaints regarding Grizzly Lake Community Services District's (GLCSD's) transparency and accountability over the last year. In response to these complaints, this Commission approved a focused Municipal Service Review on GLCSD as part of the Work Plan for FY 21-22 at its last meeting in order to ensure proper governance, administration, and operations on the part of the District.

Following LAFCo's last meeting (December 14, 2020), it was reported that the GLCSD Board held a special meeting and removed one of its board members in a closed session. Based on LAFCo staff's experience with other special districts around the State, it is not legal for board members to vote to remove another member that is elected by the constituents unless very specific requirements are met. Without records on which to base a finding of legality of this action, it cannot be determined if the Board has acted in accordance with State law. Given the significant concern in this circumstance of suppression of representation of the voters contrary to requirements for a public agency, a letter from LAFCo to the District indicating concerns about the legality of the Board's decision may be warranted. While the District Attorney has been made aware of the issue, swift guidance on the part of LAFCo in the form of an informative letter from LAFCo Legal Counsel may enable GLCSD to correct any concerns prior to this issue escalating and becoming irreparable.

Recommended action: Provide direction to staff regarding sending an informative letter to GLCSD regarding the legality of removing board members from the board.