#### PLUMAS LAFCO

#### SPECIAL MEETING AGENDA

#### MONDAY June 8, 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 statewide shelter-in-place order.

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/89985930771 Meeting ID: 899 8593 0771

#### Join Zoom Meeting in App

Open application, make an account Click "Join"
Meeting ID: 899 8593 0771

#### Dial in by Phone

(669)900-9128

Meeting ID: 899 8593 0771

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 to telephonically to all members of the public and staff in effort to observe Social Distancing Recommendations in effect for the entire country.

## BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE 520 Main Street QUINCY, CALIFORNIA

#### (All meeting materials are available on LAFCo's 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 April 13th, 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 April 2020 and May 2020.
  - a) Authorize payment of claims April 2020 and May 2020.

#### **PUBLIC HEARINGS and ACTION ITEMS:**

- 7. Public Hearing regarding the Final 2020-2021 LAFCo Budget
  - a) Review Executive Officer's report.
  - b) Consider LAFCo Resolution 2020-0007 suspending County and City Commissioner stipends for the period of one year.
  - c) Conduct public hearing and consider LAFCo Resolution 2020-0008 adopting a Final LAFCo Budget for Fiscal Year 2020-2021.

#### 8. Initiate Dissolution of 5 Inactive Districts

- a) Review Executive Officer's report.
- b) Consider adoption of Resolutions 2020-0002, 2020-0003, 2020-0004, 2020-0005, and 2020-0006 initiating the dissolution process for County Service Area #3, County Service Area #6, County Service Area #7, County Service Area #10, and Dixie Valley Community Services District.

#### 9. Executive Officer's Report

a) Streamline Webinar

#### 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 August 3, 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.

#### 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.

<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 <a href="https://www.plumaslafco.org">www.plumaslafco.org</a>

<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**

#### **SPECIAL MEETING MINUTES**

#### **MONDAY APRIL 13, 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 statewide shelter-in-place order.

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://zoom.us/j/370187632 Meeting ID: 370 187 632

#### Join Zoom Meeting in App

Open application, make an account Click "Join"
Meeting ID: 370 187 632

#### Dial in by Phone

(669)900-9128

Meeting ID: 370187632#

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 to telephonically to all members of the public and staff in effort to observe Social Distancing Recommendations in effect for the entire country.

## BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE 520 Main Street QUINCY, CALIFORNIA

#### (All meeting materials are available on LAFCo's 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, Vice Chair Bill Powers, City Member Tom Cooley, County Member Sharon Thrall, Public Member Matthew Haesche.

#### 2. Approval of Agenda (additions or deletions)

Motion: Approve agenda as provided, Action: Approve, Moved by Vice Chair Bill Powers, 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, Vice Chair Bill Powers.

#### 3. Correspondence:

None.

#### 4. CONSENT ITEM (S)

Approval of the February 10th, 2020 LAFCo minutes
 Motion: Approve February 10th, 2020 LAFCo minutes as provided, Action: Approve,
 Moved by Vice Chair Bill Powers, Seconded by County Member Sharon Thrall.
 Vote: Motion carried by unanimous roll call vote (summary: Yes = 4; Deferred = 1).
 Yes: City Member Tom Cooley, County Member Sharon Thrall, Public Member
 Matthew Haesche, Vice Chair Bill Powers. Chair Kevin Goss deferred his vote as he
 was not present.

#### 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.

Cary Curtis, President of the Gold Mountain CSD, spoke.

#### 6. Authorize payment of Claims for February 2020 and March 2020.

a) Authorize payment of claims for February 2020 and March 2020.

**Motion:** Authorize payment of claims for February 2020 and March 2020, **Action:** Approve, **Moved by** City Member Tom Cooley, **Seconded by** Vice Chair Bill Powers.

**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, Vice Chair Bill Powers.

#### **PUBLIC HEARINGS and ACTION ITEMS:**

#### 7. Public Hearing regarding the Proposed 2020-2021 LAFCo Budget

- a) Review Executive Officer's report.
- b) Provide direction to staff regarding Proposed Workplan.
- c) Provide direction to staff regarding continuation of suspension of Commission stipend.
- d) Conduct public hearing and consider LAFCo Resolution 2020-0001 adopting a proposed LAFCo Budget for Fiscal Year 2020-2021.

**Motion:** Approve Resolution 2020-0001 adopting the LAFCo Budget for Fiscal Year 2020-2021, **Action:** Approve, **Moved by** Vice Chair Bill Powers, **Seconded by** County Member Sharon Thrall.

**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. Vice Chair Bill Powers.

#### 8. Discussion and update regarding use of allocated district training funds

a) Streamline Webinar set for May 7<sup>th</sup>, 2020 at 2pm

#### 9. Executive Officer's Report

- a) 700 Forms were required by April 1, 2019. File with County Clerk's office. Date corrected to read April 1, 2020.
- b) 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. Vice Chair Bill Powers spoke briefly.

#### 12. Adjourn to next regular meeting.

Meeting adjourned at 10:45 a.m.

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

#### 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.

<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 <u>www.plumaslafco.org</u>

<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.

#### Agenda Item #6

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



#### **LAFCo**

The Local Agency Formation Commission Serving Plumas County

Clerk: Cheryl Kolb

Chair:

#### Claim Authorization Form April 2020 and May 2020 Expenses

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

<b>Date of Claim</b>	<u>Description</u>	<u>A</u> 1	<u>mount</u>
April 1, 2020	Health Care-Gullixson Apr 20	\$	634.40
April 4, 2020	Pers unfunded liability Apr 20	\$	531.24
April 12, 2020	AT&T (Apr 20)	\$	55.79
<b>April 13, 2020</b>	Feather River Publishing	\$	197.60
April 21, 2020	Commissioner Per Diem	\$	200.00
May 1, 2020	Health Care-Gullixson May 20	\$	634.40
May 10, 2020	Staff Svcs April 20	\$	6,231.54
May 4, 2020	Pers unfunded liability May 20	\$	531.24
May 10, 2020	AT&T (May 20)	\$	55.80
June 1, 2020	Staff Svcs May 20	\$	6,815.47
June 1, 2020	CalPERS Unfunded Liability Lump Sum Payment	\$ :	56,877.00
June 2, 2020	Pers unfunded liability Jun 20	\$	531.24
TOTAL Apr and M	Iay 2020 (FY 19-20) - LAFCo expenses:	\$	73,295.72
June 8, 2020	Transfer from Agency Training to Unfunded Liab.	\$	5,000.00
DATED:	June 8, 2020		
APPROVED:	June 8, 2020		
	Kevin Goss, Chair Plumas LAFCo		
Attest:			
1 milest.			
Jennifer Stephenson	n, Executive Officer		

Item	Insurance	Office	Copies	Commu	inications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications		Mileage	MSR/SOIs		File Management		Health	CalPERS	Agency
Account Number	SDRMA	Expense	A			4	4	40.000 ***	A	4		Commission		A	Stipends	4	Contract	Insurance	Unfunded	Training
Total Budgeted	\$ 1,380.00	\$ 300.00	\$ 800.00	Ş	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	\$ 1,300.00	\$ 7,903.00		\$ 5,000.00
Pers unfunded liability Jul19																			\$ (531.24)	
Health Care-Gullixson Jul 19																		\$ (650.40)		
Health Care-Gullixson Aug 19																		\$ (650.69)		
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																			\$ (531.24)	
Pers unfunded liability Sep19																			\$ (531.24)	
Health Care-Gullixson Sep 19																		\$ (650.69)	, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
Health Care-Gullixson Oct 19																		\$ (650.69)		
CalPERS Admin Expense																		\$ (050.05)	\$ (350.00)	
				Ś	(56.42)														\$ (550.00)	
AT&T (Aug 19)	_			-	(55.84)															
AT&T (Sep 19)	_			\$	(55.64)								ć (4C0.70)							
Commissioner Mileage													\$ (160.78)							
Benoit Staff Svcs																				
Pers unfunded liability Oct19																			\$ (531.24)	
CALAFCO Registration												\$ (1,560.00)								
Feather Publishing Legal Notice (File 2019-1)																				
Feather Publishing Legal Notice (Bylaws)											\$ (197.60)									
Staff Svcs Aug19			\$ (233.49)						\$ (3,500.00)	\$ (172.50)						\$ (17.50)				
Staff Svcs Sept19			,	\$	(27.98)				\$ (3,500.00)	,,	ì			\$ (855.00)		,				
Health Care-Gullixson Nov 19				i .	,,				, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				\$ (650.69)		
AT&T (Oct 19)				\$	(55.75)													+ (050.05)		
Benoit Svcs Oct 19	+			7	(55.75)															
Staff Svcs October 19			\$ (178.79)	é	(27.00)	\$ (6.15)			\$ (3,500.00)	¢ /172 F01										
	_		\$ (1/6./9)	Ş	(27.96)	\$ (0.13)			\$ (3,500.00)	\$ (172.50)									ć (F24.24)	
Pers unfunded liability Nov 19																			\$ (531.24)	
Health Care-Gullixson Dec 19																		\$ (650.69)		
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)				\$	(55.72)															
CSDA Membership							\$ (500.00)													
Plumas County Clerk Recorder																				
Commissioner Mileage Oct 19													\$ (226.66)							
Health Care-Gullixson Jan 20													\$ (EE0.00)					\$ (650.40)		
Staff Svcs Nov 2019				\$	(27.00)	\$ (58.52)			\$ (3,500.00)			\$ (320.50)		\$ (180.00)				y (030.40)		
				Ş	(27.96)	\$ (56.52)			\$ (3,500.00)			\$ (320.50)		\$ (160.00)					¢ /F21.24\	
Pers unfunded liability Dec 19	_				(55.70)														\$ (531.24)	
AT&T (Dec 19)				\$	(55.72)				4 12 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2											
Staff Svcs Dec 19				\$	(27.98)				\$ (3,500.00)											
County Staff Support Svcs																	\$ (370.75)			
Pers unfunded liability Jan 19																			\$ (531.24)	
Health Care-Gullixson Feb 20																		\$ (634.40)		
AT&T (Jan 20)				\$	(55.85)															
Staff Svcs Jan 20				\$	(27.98)				\$ (3,500.00)					\$ (360.00)						
Health Care-Gullixon Mar 20					- 1						ì							\$ (634.40)		
Pers unfunded liability Feb 20																		1 (22 10)	\$ (531.24)	
Pers unfunded liability Mar 20	1										1								\$ (531.24)	
AT&T (Feb 20)	+		_	Ś	(55.76)				<del>                                     </del>		<del>                                     </del>		1					<del>                                     </del>	y (331.24)	
AT&T (Mar 20)	1			\$	(55.97)															
	+		-	۶	(33.37)						-									
Transfer from Contingency	_		A (60 E :		(07.00)	A (10-:			4 (0 500	A (470						4 (05				
Staff Svcs Feb 20	-		\$ (69.71)	\$	(27.98)	\$ (4.80)			\$ (3,500.00)	\$ (172.50)					4 (00	\$ (26.25)				
Per Diem (Haesche/Swofford Feb Meeting)	1												1		\$ (200.00)					
Commissioner Mileage Feb 20													\$ (230.24)							
County Staff Support Svcs (Previous FY)																	\$ (371.15)			
Staff Svcs Mar 20		\$ (14.99)		\$	(27.98)				\$ (3,500.00)											
Pers unfunded liability Apr 20																			\$ (531.24)	
Pers unfunded liability May 20	1											i		İ			i e		\$ (531.24)	
Pers unfunded liability Jun 20	İ								i e		İ		İ	i e				İ	\$ (531.24)	
Pers unfunded liability prepayment																			\$(56,877.00)	
Health Care-Gullixon Apr 20																		\$ (634.40)	+,50,077.50)	
Health Care-Gullixon May 20	+			ć	(FF 70)				-		-		1	-				\$ (634.40)		
AT&T (Apr 20)	+			\$	(55.79)						-		-					-		
AT&T (May 20)	1	4 .		\$	(55.80)								-							
Staff svcs Apr 20		\$ (73.96)		\$		\$ (4.60)			\$ (3,500.00)	\$ (172.50)				\$ (2,452.50)						
Staff svcs May 20		\$ (14.99)		\$	(27.98)	\$ (55.00)			\$ (3,500.00)					\$ (3,217.50)						
Per Diem April 20															\$ (200.00)					
Feather River Publishing Budget Hearing											\$ (197.60)									
											1									
	İ								i e		İ		İ	i e				İ		
TOTAL EXPENDED	\$ (1 380 00)	\$ (102.04)	\$ (481.99)	5	(894 32)	\$ (120 07)	\$ (1,575.00)	ς -	\$ (38 500 00)	\$ (690.00)	\$ (305.20)	\$ (3,008,02)	\$ (617.68)	\$ (7.065.00)	\$ (600.00)	\$ (42.75)	\$ (7/11 00)	\$ (7,091.85)	\$(63 601 89)	\$ -
TOTAL REMAINING							¢ (1,575.00)	¢ 2 000 00	¢ 4 F00 00	¢ 24F 00	\$ 004.00	¢ (5,000.02)	\$ 882.32	¢ 0.025.00)	\$ 600.00)	¢ 2.656.25				
		סט.ספב ק ן	\$ 318.01	ب ا	٥٥.د	\$ 170.93	0.00 پ	00.000,∠ د	00.00€,⊷ ډ ا	045.00 ډ ا	04.60 ډ ا	(20.02) با	002.32 ب	00.555,00 ب	000.000 پ	3,000.25	01،00€ با	\$ 811.15	√ (+,+U3.00)	00.000,د ب

Item	+	TOTAL	RESERVE	Contingency		Consolidation				HP Annex
Account Number	1	BUDGET	A 4 4 5 5 5 5 5	4451	File	2018-0001		2018-0002		2019-0001
Total Budgeted	\$		\$44,529.92	\$ 5,000.00	Ş	10,254.76		\$12,622		\$9,835
Pers unfunded liability Jul19	\$	(531.24)							_	
Health Care-Gullixson Jul 19	\$	(650.40)							_	
Health Care-Gullixson Aug 19	\$	(650.69)			_				<u> </u>	
AT&T (Jul 19)	\$	(55.90)								
Calafco dues	\$									
SDRMA	\$									
Feather Publishing Legal Notice (File 2018-2)	\$	-					\$	(187.20)		
Staff Svcs Jul 19	\$	(3,527.98)					\$	(1,665.00)		
Pers unfunded liability Aug19										
Pers unfunded liability Sep19	\$	(531.24)								
Health Care-Gullixson Sep 19	\$	(650.69)								
Health Care-Gullixson Oct 19	\$	(650.69)								
CalPERS Admin Expense	\$								-	
	\$								$\vdash$	
AT&T (Aug 19)	۶	(50.42)					_		$\vdash$	
AT&T (Sep 19)	\$								-	
Commissioner Mileage	\$								_	
Benoit Staff Svcs	\$				_		\$	(765.00)	<u> </u>	
Pers unfunded liability Oct19	\$	(531.24)			_				<u> </u>	
CALAFCO Registration	\$	(1,560.00)								
Feather Publishing Legal Notice (File 2019-1)	\$	-							\$	(98.90
Feather Publishing Legal Notice (Bylaws)	\$									
Staff Svcs Aug19	\$	(3,923.49)					\$	(1,485.00)		
Staff Svcs Sept19	\$						\$	(682.50)	\$	(225.00
Health Care-Gullixson Nov 19	\$	(650.69)								
AT&T (Oct 19)	\$									
Benoit Svcs Oct 19	\$						\$	(803.39)		
Staff Svcs October 19	\$	(3,885.42)					\$	(225.00)	5	(1,648.79
	\$	(531.24)					٧	(223.00)	7	(1,040.7
Pers unfunded liability Nov 19							_		$\vdash$	
Health Care-Gullixson Dec 19	\$	(650.69)			_		_		<u> </u>	
CALAFCo Conference Travel (Powers)	\$	(492.18)							_	
CALAFCo Conference Travel (Haesche)	\$	(189.68)			_				<u> </u>	
CALAFCo Conference Travel (Goss)	\$									
Per Diem (Haesche/Swofford Oct Meeting)	\$	(200.00)								
AT&T (Nov 19)	\$	(55.72)								
CSDA Membership		(500.00)								
Plumas County Clerk Recorder	\$	-			\$	(50.00)				
Commissioner Mileage Oct 19	\$	(226.66)								
Health Care-Gullixson Jan 20	\$									
Staff Svcs Nov 2019	\$	(4,087.00)			\$	(112.50)	Ś	(600.00)	Ś	(113.75
Pers unfunded liability Dec 19	\$	(531.24)			_	, , ,	_	(,	r-	
AT&T (Dec 19)	\$								-	
Staff Svcs Dec 19	\$						\$	(333.04)	-	
		(370.75)					Ÿ	(333.04)	-	
County Staff Support Svcs	\$						_		$\vdash$	
Pers unfunded liability Jan 19	\$	(531.24)							_	
Health Care-Gullixson Feb 20	\$								_	
AT&T (Jan 20)	\$	(55.85)			_				L.	
Staff Svcs Jan 20	\$	(3,887.98)							\$	(315.00
Health Care-Gullixon Mar 20	\$	(634.40)							<u> </u>	
Pers unfunded liability Feb 20	\$	(531.24)								
Pers unfunded liability Mar 20	\$									
AT&T (Feb 20)	\$	(55.76)								
AT&T (Mar 20)	\$	(55.97)								
Transfer from Contingency	\$			\$ (1,300.00)						
Staff Svcs Feb 20	\$	(3,801.24)		, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					\$	(157.50
Per Diem (Haesche/Swofford Feb Meeting)	\$	(200.00)							Ť	,==:
Commissioner Mileage Feb 20	\$									
	\$									
County Staff Support Svcs (Previous FY)					-		ć	(E17 FA)	ć	(427.50
Staff Svcs Mar 20	\$						\$	(517.50)	۶	(427.50
Pers unfunded liability Apr 20	\$	(531.24)			-		-		$\vdash$	
Pers unfunded liability May 20	\$				-		_		<u> </u>	
Pers unfunded liability Jun 20	\$	(531.24)			_				<u> </u>	
Pers unfunded liability prepayment	\$								_	
Health Care-Gullixon Apr 20	\$	(634.40)								
Health Care-Gullixon May 20	\$	(634.40)								
AT&T (Apr 20)	\$								Ĺ	
AT&T (May 20)	\$									
Staff svcs Apr 20	\$						\$	(17.50)		
Staff svcs May 20	\$						-	(27.50)		
Per Diem April 20	\$	(200.00)					_		<u> </u>	
Feather River Publishing Budget Hearing	\$									
reaction triver rubitstillig budget fiedfillig	+ 3	(157.00)							$\vdash$	
	1				-		-		$\vdash$	
TOTAL EVERYDER	\$	/409 6		444.0				/=	-	10.5
TOTAL EXPENDED	\$	(127,009.60)		\$ (1,300.00) \$ 3,700.00		(162.50)		(7,263.63)		6,848.0
TOTAL REMAINING	\$					10,092.26		5,358.35		

## Invoice #PLUMAS-2020-4 Policy Consulting Associates, LLC

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

Date: May 10, 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)		\$35	\$0.00
Dennis Miller, GIS		\$60	\$0.00
Subtotal			\$3,672.50

#### Projects: Applications, MSRs and SOI Updates

	Hours	Rat	te	Amount
Jennifer Stephenson, Applications/Projects - File 2019-0001 & 2019-	00.00	\$	90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Dissolutions	27.25	\$	90.00	\$2,452.50
Oxana Wolfson Analyst	0.00	\$	80.00	\$0.00
Cheryl Kolb, Applications/Projects	0.50	\$	35.00	\$17.50
Subtotal				\$2,470.00

Reimbursements	
Reproduction Costs	\$0.00
Postage	\$4.60
Phone and Communications	\$27.98
Office Supplies (Zoom Pro and paper/envelopes)	\$73.96
Mileage	\$0.00
Transportation and Travel	\$0.00
Subtotal	\$106.54

Amount Due	\$6,249.04

Please remit invoices to Policy Consulting Associates, LLC

5/10/20

Jennifer Stephenson, Principal

Date

	Jennifer Stephenson Apr 2020 Timesheet						
Date	Hours	Description	Special Project				
4/1/20	1.5	Zoom prep and practice					
4/2/20	0.75	Correspondance with Meadow Valley Cemetery					
4/3/20	2.5	Coordination of webinar with Streamline					
4/4/20	7.5	Preparation of agenda					
4/5/20	8.25	Preparation of agenda					
4/6/20	4.5	Distribution of agenda and posting					
4/7/20							
4/8/20	5.75	Research regarding LAFCO initiated dissolution	Х				
4/9/20							
4/10/20							
4/11/20	3.25	Research regarding LAFCO initiated dissolution	Х				
4/12/20							
4/13/20	3.75	Meeting preparation, meeting, posting of recording					
4/14/20	8.75	Email and mail distribution marketing webinar					
4/15/20							
4/16/20	0.75	Correspondance with CalPERS					
4/17/20	0.5	Correspondance with CalPERS					
4/18/20							
4/19/20	1	Correspondance with member of public					
4/20/20							
4/21/20	6.75	Drafting resolution of initiation	Х				
4/22/20							
4/23/20							
4/24/20							
4/25/20	1.25	Correspondance with member of public					
4/26/20							
4/27/20							
4/28/20	4.25	Drafting resolution for dissolution	Х				
4/29/20							
4/30/20	7.25	Research regarding CSA popultion and inhabitants/structures	Х				

## Invoice #PLUMAS-2020-5 Policy Consulting Associates, LLC

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

Date: May 10, 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	Ra	te	Amount
Jennifer Stephenson, Applications/Projects - File 2019-0001 & 2019	19-00(0.00	\$	90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Dissolutions	35.75	\$	90.00	\$3,217.50
Oxana Wolfson Analyst	0.00	\$	80.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$	35.00	\$0.00
Subtotal				\$3,217.50

Reimbursements	
Reproduction Costs	\$0.00
Postage	\$55.00
Phone and Communications	\$27.98
Office Supplies (Zoom Pro and paper/envelopes)	\$14.99
Mileage	\$0.00
Transportation and Travel	\$0.00
Subtotal	\$97.97

Amount Due \$6,815.47

Please remit invoices to Policy Consulting Associates, LLC

Jennifer Stephenson, Principal Date

Jennifer Stephenson May 2020 Timesheet						
Date	Hours	Description	Special Project			
5/1/20	6.75	Research re: inactive district's and MSR determinations	Х			
5/2/20	7.25	Research re: inactive district SOIs	Х			
5/3/20						
5/4/20						
5/5/20						
5/6/20	7.75	Research re: inactive district mapping, coordination	Х			
5/7/20	1	Webinar for Plumas Districts on website requirements				
5/8/20						
5/9/20						
5/10/20						
5/11/20						
5/12/20						
5/13/20						
5/14/20						
5/15/20						
5/16/20						
5/17/20						
5/18/20						
5/19/20	0.5	Correspondance with CalPERS				
5/20/20						
5/21/20						
5/22/20						
5/23/20						
5/24/20						
5/25/20						
5/26/20	0.5	Correspondance with fire district re: potential consolidation				
5/27/20	0.5	Correspondance with member of the public				
5/28/20	1.5	Correspondance with public re: potential annexation				
5/29/20	1.75	Coordination with County Planning re: CalPERS payment				
5/30/20	7.25	Drafting resolutions for dissolution	Х			
5/31/20	6.75	Drafting staff report for dissolutions	х			

#### Plumas LAFCo

#### **EXECUTIVE OFFICER'S REPORT**

MEETING DATE: June 8, 2020

**TO:** LAFCO Commissioners

FROM: Jennifer Stephenson, Executive Officer

**SUBJECT:** FINAL Budget for the 2020-2021 Fiscal Year

EXECUTIVE OFFICER'S RECOMMENDATION: Review the proposed FINAL budget for the 2020-2021 Fiscal Year, amend as necessary, adopt the FINAL budget, and adopt the attached resolution (Resolution 2020-0008) approving the FINAL budget.

Attached is the proposed FINAL budget for Plumas LAFCO. The overall goal of this budget is to conduct LAFCO business in a proactive and sustainable manner involving the community while meeting the overall requirements of the Cortese-Knox-Hertzberg Act in the most economical manner.

The Budget Justification report prepared for the April 13<sup>th</sup> 2020 meeting discusses the justification for various expenditure items in the Proposed Budget. The Proposed FINAL budget is generally the same as the April 2020 adopted Proposed Budget, with the following exceptions:

- SDRMA is reducing its rate increase by \$500, so the Final Budget reflects this and budgets for \$2,398 for insurance.
- Due to timing of payment of the CalPERS unfunded liability, which CalPERS staff recommended be postponed until July 1<sup>st,</sup> 2020 to protect against potential additional payments associated with loss in the risk pool over recent months, we have been notified that a full year of payments totaling \$6,800 will have to be made in FY 20-21.
- In order to ensure that the previous commitment to reduce member contributions in FY 20-21 following payment of the unfunded liability is kept, the amount originally allocated to Reserves was reduced by \$2,000, resulting in a budget of \$7,000 earmarked for Reserves.
- Fortunately, the roll-over fund balance is anticipated to be greater than originally projected, and will be approximately \$14,000.
- As a result of these adjustments, contributions by the City and County will be nominally higher at \$48,044.50 each, compared to the \$47,892.50 originally proposed.

#### **SUMMARY OF EXPENSES:**

Commissioner Stipends In past years, \$4,800 has been budgeted for this item. This figure assumes up to six meetings of the Commission during the fiscal year. For FY 17-18, the Commission voted to suspend the stipend for the year and place those funds in the reserve fund. The Commission voted to continue this suspension in FY 18-19 and again in FY 19-20 continued this suspension for only the County and City Commission members and reinstating the stipend for the Public Member and Public Member Alternate positions. The Commission has expressed an interest in continuing this practice. \$1,200 has been budgeted for this item to account for payments to the public members.

<u>Liability Insurance</u> SDRMA is raising rates by 115%. However, recently the SDRMA sent out correspondence that they would be refunding \$500 to Plumas LAFCO of the increased rate. In total, \$2,398 is budgeted for this item. This covers liability for the Commission and Staff.

<u>Memberships</u> The Commission recommended in its proposed budget \$1,767.00 for Calafco and CSDA dues to reflect the increase in dues.

Office Expense - Printing The budget allocated for printing purposes of special reports and agenda packets is \$800.

<u>Office Expense – Postage</u> The budget allocated for mailing of special reports, agenda packets, and communications with agencies is \$300.

<u>Communications</u> This item is funded for \$900.00 to cover costs of communications including phone, fax, long distance, and a (800) line.

<u>Office Expense – Board Room Rental/Office Supplies</u> This item covers office supply purchases. \$300 has been budgeted for this item in the upcoming fiscal year.

<u>Legal Services</u> The Commission recommended in its proposed budget \$2,000 for this item, which includes miscellaneous general legal services. Legal services related to project processing will be billed to applicants.

<u>LAFCo Staff Services</u> The Commission recommended in its proposed budget \$43,000 for General Executive Officer services and \$1,120 for LAFCO Clerk Services for taking and transcribing meeting minutes and mailing of agenda packages.

<u>Legal Notices/Publications</u> The Commission recommended in its proposed budget \$1,000.00 for legal notices. Given the cost of increased legal advertising and the projected workload this amount remains reasonable.

<u>Personal Mileage</u> This item remains \$1,500.00 for mileage costs for projects and for commissioners to attend LAFCO meetings.

<u>Transportation and Travel</u> The Commission recommended in its proposed budget \$3,000, which should be sufficient to cover staff participation in the CALAFCO Staff Workshop and for one Commissioner to attend the CALAFCO Workshop. This year's

Annual CALAFCO Conference is on October 21-October 23 in Monterey for Commissioners.

<u>Special Projects/MSRs</u> These are funded at \$24,000. This amount will be split to fund LAFCO initiated reorganization of cemetery districts and to supplement application fees for fire reorganization considered in the region of Eastern Plumas.

<u>County Contract and Misc Services</u> This item includes funds for financial management and is budgeted for \$1,300 and incidental costs.

<u>Health Insurance – Gullixson</u> This item is funded at \$8,000 to pay for previously authorized costs to pay for the former Executive Officer's health insurance in retirement.

<u>Unfunded PERS Liability</u> This item is funded at \$6,800 to pay for the required year after paying for the balance of the unfunded liability.

<u>File Scanning and Management</u> Over the last two years, LAFCo staff has worked on setting up a system for file digitization. This year it is recommended that \$3,700 be budgeted to continue scanning into an electronic format and managing the LAFCo files.

<u>Contingency</u> The Commission recommended in its proposed budget a contingency of \$5.000.

Reserve Fund: The Commission has chosen to work on developing a reserve and adopted a reserve fund policy of \$100,000 in its Policies and Procedures in 2019. At present, the Reserve Fund balance is \$45,475.84. The Final Budget allocates \$7,000 towards the reserve fund.

#### SUMMARY OF ANTICIPATED REVENUE

\$5,000 of Anticipated Fee Deposits for LAFCO project processing is included in this budget.

#### CARRYOVER

This year it was thought LAFCO would expend most of its entire budget. The carryover is higher than anticipated. Therefore, there will be an anticipated carryover of \$14,000, all of which is to be re-budgeted in FY 20-21 to lessen the burden on the financing agencies.

#### CITY/COUNTY SHARE OF THE COSTS OF LAFCO

The City/County Share of LAFCO is \$48,044.50 for the City and \$48,044.50 for the County.

#### **Recommendation:**

- a. Review, discuss, and consider the 2020-2021 Final Budget. A budget justification report for FY 2020-2021 was prepared by staff prior to the adopted proposed budget.
- b. Adopt LAFCO Resolution 2020-0007 continuing suspension of the County and City Commissioner stipends.
- c. Adopt LAFCO Resolution 2020-0008 approving a final budget.

#### Attachments:

Resolution 2020-0007, Suspending County and City Commissioner stipends Resolution 2020-0008, Adopting the FINAL 2020-2021 LAFCO Budget

### Resolution 2020-0007 Plumas Local Agency Formation Commission

A Resolution of the Plumas Local Agency Formation Commission suspending County and City Commissioner Stipends for Fiscal Year 2020-2021

RESOLVED, by the Plumas Local Agency Formation Commission, that

WHEREAS, the Commission's Bylaws state members and alternates will be reimbursed, consistent with an amount as determined from time to time by the Commission, for reasonable and necessary expenses incurred for meeting attendance; and

WHEREAS, each member and alternate member in attendance at any Commission meeting shall receive a \$100.00 stipend per meeting as established by Resolution 2001-0007 adopted on October 22, 2001; and

WHEREAS, as stated in Resolution 2001-0007 each member shall receive the mileage rate as established by the Internal Revenue Service for attendence at LAFCo meetings.

WHEREAS, the Commission voted to suspend the meeting stipends for Fiscal Year 2017-2018 as established by Resolution 2017-0003 and continued that suspension for 2018-2019 in Resolution 2018-0003 and 2019-2020 in Resolution 2019-0003.

WHEREAS, in order to promote involvement by the public in the Public Member and Alternate Public Member positions, the Commission desires to continue stipends for these positions.

NOW, THEREFORE, the Plumas Local Agency Formation Commission DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

- Meeting stipends for Plumas LAFCo County and City Commissioners and Alternates shall continue to be suspended for Fiscal Year 2019-2020 and budgeted funds for Commissioner Stipends shall be used towards paying the CalPERS Unfunded Liability.
- 2. All Commissioners and Alternates shall be reimbursed for mileage to and from LAFCo meetings in the amount established by the Internal Revenue Service consistent with LAFCo Resolution 2001-0007.

Plumas Local Agency Formation Commission Resolution 2020-0007 June 8, 2020

The foregoing resolution was offered at a Regular Meeting of the PLUMAS LOCAL AGENCY FORMATION COMMISSION on the 8th day of June, 2020 and adopted by the following vote of the Commission:

AYES: NOES: ABSTAIN: ABSENT:	
ATTEST:	Kevin Goss, Chair Plumas Local Agency Formation Commission of
Jennifer Stephenson, E	xecutive Officer

#### Resolution 2020-0008

#### of the

#### PLUMAS Local Agency Formation Commission

Resolution of the Plumas Local Agency Formation Commission

Adopting a Final Budget for 2020-2021

WHEREAS, Plumas LAFCO is required by Government Code Section 56381(a) to adopt annually, following a noticed public hearing, a proposed budget by May 1<sup>st</sup> and a final budget by June 15<sup>th</sup>; and.

WHEREAS, the Commission has prepared a final budget for public review; and,

WHEREAS, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of both the proposed and final budget and upon the date, time and place specified in said notice of hearing, the Commission heard, discussed and considered all oral and written testimony submitted including, but not limited to, the approved budget priorities for Fiscal Year 2020-2021 and the Executive Officer's report and recommendations; and

WHEREAS, the Commission has considered the attached Final Budget in light of the requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000;

NOW THEREFORE, the Plumas Local Agency Formation Commission does hereby determine, resolve, and order the following:

- 1. That Plumas LAFCO hereby adopts the attached Exhibit "A" final 2020-2021 budget.
- 2. Directs the Executive Officer to transmit the final budget to the Auditor and all parties specified in Government Code Section 56381 (a) as promptly as possible.
- 3. The Commission hereby requests the Auditor to collect the funds in accordance with Government Code Section 56381 (c). In the event of non-payment of LAFCO funds by any agency subject to LAFCO's apportionment, the Commission hereby requests and authorizes the Auditor to collect the funds from property tax revenues or any other revenue source and deposit the funds into the LAFCO account.

AYES: NOES: ABSTAINS: ABSENT: 
Signed and approved by me after its passage this 8th day of June 2020

Kevin Goss, Chair
Plumas LAFCO

Attest:

meeting of said Commission held on June 8, 2020 by the following roll call vote:

PASSED AND ADOPTED by the Plumas Local Agency Formation Commission at a regular

Jennifer Stephenson, Executive Officer

Plumas LAFCO

OBJECT LEVEL/ACCOUNT				
	FY 2018-2019	FY 2019-2020	FY 2019-2020	FY 2020-2021
	FINAL BUDGET	FINAL BUDGET	AS OF 6/1/2020	PROPOSED BUDGET
EXPENDITURES*				
Commissioner Stipends	\$0.00	\$1,200.00	\$600.00	\$1,200.00
Liability Insurance	\$1,275.00	\$1,380.00	\$1,380.00	\$2,398.00
Memberships	\$1,426.00	\$1,576.00	\$1,575.00	\$1,767.00
Office Expense – Printing	\$600.00	\$800.00	\$481.99	\$800.00
Postage	\$200.00	\$300.00	\$129.07	\$300.00
Communications	\$900.00	\$900.00	\$894.32	\$900.00
Office expenses/Board Room rental/general	\$500.00	\$300.00	\$103.94	\$300.00
Professional Svcs. – Legal Counsel	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
Professional Svcs. – LAFCo Staff	\$46,000.00	\$43,000.00	\$38,500.00	\$43,000.00
LAFCo Clerk Costs	\$1,035.00	\$1,035.00	\$690.00	\$1,120.00
Publications/Legal Notices	\$900.00	\$1,300.00	\$395.20	\$1,000.00
Personal Mileage - Commissioners	\$1,500.00	\$1,500.00	\$617.68	\$1,500.00
Transportation & Travel (Special)	\$2,500.00	\$2,500.00	\$3,098.02	\$3,000.00
MSR/SOI Updates/Special Projects	\$20,000.00	\$16,000.00	\$7,065.00	\$24,000.00
County Contract and Misc. Services	\$1,500.00	\$1,300.00	\$741.90	\$1,300.00
Health Insurance-Gullixson	\$7,600.00	\$7,903.00	\$7,091.85	\$8,000.00
PERS Unfunded Liability	\$6,050.00	\$59,192.00	\$63,601.88	\$6,804.00
LAFCo File Management - Scanning	\$4,100.00	\$3,700.00	\$43.75	\$3,700.00
Agency Training	\$0.00	\$5,000.00	\$0.00	\$0.00
Total Services & Supplies	\$98,086.00	\$150,886.00	\$127,009.60	\$103,089.00
RESERVE FUND	\$10,000.00	\$0.00	\$45,475.84	\$7,000.00
CONTINGENCY	\$5,000.00	\$5,000.00	\$1,300.00	\$5,000.00
TOTAL LAFCO BUDGET	\$113,086.00	\$155,886.00		\$115,089.00
REVENUES AND DEPOSITS Anticipated Cash Balance as of July 1st	-\$6,500.00	-\$10,000.00	-\$23,876.40	-\$14,000.00
ANTIC FEE DEPOSIT LIABILITIES	-\$5,000.00	-\$5,000.00	\$0.00	-\$5,000.00
Interest	\$0.00	\$0.00	TBD	\$0.00
City Share – LAFCO Cost	\$50,793.00	\$70,443.00		\$48,044.50
County Share – LAFCO Cost	\$50,793.00	\$70,443.00		\$48,044.50
Total Due from Other Gov'ts.	\$101,586.00	\$140,886.00		\$96,089.00

#### **Plumas LAFCo**

#### STAFF REPORT

MEETING DATE: June 8, 2020

TO: LAFCo Commissioners

**FROM:** Jennifer Stephenson, Executive Officer

**SUBJECT:** Dissolution of Inactive Districts

There are five inactive districts within Plumas County, meaning no services are provided, no revenues or expenditures are made, and the districts have no assets or debts. Inactive districts in Plumas County consist of the following:

- County Service Area #3 (Hamilton Branch)
- County Service Area #6 (Genesee Valley)
- County Service Area #7 (Warner Valley)
- County Service Area #10 (Big Meadows)
- Dixie Valley Community Services District

Often these districts were formed in anticipation of a new development that never came to fruition and then the services were never initiated, which is the case for Dixie Valley Community Services District, County Service Area #7, and County Service Area #10. All of these districts were formed over 40 years ago, and it is not anticipated that there will be a need for the agencies as there is no impending growth or development in any of the boundary areas.

LAFCo is empowered to initiate dissolution according to Government Code Section 56375(a)(2)(B). Pursuant to Government Code Section 56375(a)(3), the Commission may only initiate a district dissolution if the dissolution is consistent with a recommendation or conclusion of a study, including a special study, Sphere of Influence study, or Municipal Service Review. All five of the subject districts have been reviewed in MSRs adopted by this Commission. Dissolution was recommended for each of the five districts in the MSRs.

Pursuant to Government Code Section 56375.5, an agency's sphere of influence must be consistent with any change of organization. Of the five districts, County Service Area #6 is the only one with an adopted zero SOI, indicating anticipated dissolution. In order to approve the dissolutions, the Commission must first adopt zero SOIs for the other four districts. The anticipated SOI amendment for each district is included in the resolutions for initiation of dissolution for consideration today.

Inactive districts have been the focus of State interest and reviews in recent years. The Little Hoover Commission recommends prompt dissolution of any known inactive

districts. Dissolution of these districts is anticipated to reduce the burden on LAFCo to conduct costly and time consuming reviews periodically as required by law.

It is recommended that the Commission adopt Resolutions 2020-0002, 2020-0003, 2020-0004, 2020-0005, 2020-006 today to initiate dissolution proceedings and the necessary concurrent SOI amendments. Once approved the Commission will conduct a public hearing at its August 3, 2020 meeting to consider approval of the dissolutions. Following approval of the dissolutions, protest hearings will be conducted for each subject area with a threshold of 10% of registered voters to prompt an election. While a streamlined process does exist for districts that have been identified as inactive by the State Controller's Office, these districts have been overlooked to date. Given the low number of residents in each of these districts, it is anticipated that the non-streamlined process will not consume significantly more time or funds than would otherwise be the case.

#### **RESOLUTION NO. 2020-0002**

# A RESOLUTION OF THE PLUMAS LOCAL AGENCY FORMATION COMMISSION INITIATING PROCEEDINGS FOR AN AMENDMENT TO THE COUNTY SERVICE AREA #3 (HAMILTON BRANCH) SPHERE OF INFLUENCE AND THE DISSOLUTION OF THE COUNTY SERVICE AREA #3 IN PLUMAS COUNTY, CALIFORNIA

**WHEREAS**, the County Service Area #3 (Hamilton Branch) is a district existing and operating pursuant to County Service Area Law (California Government Code §25210 et seq), comprised of three non-contiguous territories as depicted in Exhibit "A" attached hereto; and

**WHEREAS**, the Plumas Local Agency Formation Commission prepared and adopted a Municipal Service Review calling for the Dissolution of the County Service Area #3 (Hamilton Branch) pursuant to §56375 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000 et seq.); and

**WHEREAS**, County Service Area #3 is inactive and has not provided services since its formation in 1972; and

**WHEREAS**, the Dissolution is consistent with the Municipal Service Review of County Service Area #3 as adopted in Plumas LAFCo Resolution 2012-06 adopted on October 15, 2012, and a Sphere of Influence Amendment is required to establish a zero sphere of influence for County Service Area #3 prior to LAFCo approval of this proposed change of organization, in that the dissolved agency would have a zero sphere of influence; and

**WHEREAS**, a notice of intent to adopt this resolution was posted and provided to each interested and subject agency; and

**WHEREAS**, the reason(s) for this proposed Dissolution are as follows:

- 1. County Service Area #3 in Hamilton Branch was formed in 1972 as dependent special district of Plumas County to provide wastewater services to the Hamilton Branch area.
- 2. Services were never initiated by County Service Area #3.
- County Service Area #3 remains inactive and the County of Plumas has not indicated a desire to activate County Service Area #3 and provide services to the territory.
- 4. Should area residents desire to receive services, an alternative governance structure, such as a community services district, would be recommended to allow for flexibility in governance and services offered.

- Dissolution of an inactive district with no plan for services aligns with LAFCo's objective to ensure efficient delivery of services and logical boundaries.
- It is in the best interest of LAFCo to eliminate inactive agencies to reduce LAFCo's burden of regular Municipal Service Reviews and Sphere of Influence updates on all cities and special districts under its jurisdiction; and

**WHEREAS**, the territory subject to the proposed Dissolution is inhabited as defined in Government Code section 56046; and

WHEREAS, LAFCo, as the lead agency under the California Environmental Quality Act (Pub. Res. Code § 21000 et seq.: "CEQA") and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq.: "State CEQA Guidelines"); and

WHEREAS, this action is exempt from the California Environmental Quality Act reflecting LAFCo's independent judgment and analysis, and concludes that the Dissolution is not a project pursuant to State CEQA Guidelines section 15378(b)(5) because the Dissolution is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment; and

WHEREAS, the Preliminary Exemption Assessment (Exhibit B) further reflects LAFCo's independent judgment and analysis, and concludes that the Dissolution is categorically exempt from CEQA review pursuant to State CEQA Guidelines 15320 because the Dissolution is a change in organization which does not change the geographical area in which County Service Area #3 provides services; and

**WHEREAS**, all other legal prerequisites to the adoption of this Resolution have been met; and

**WHEREAS**, it is the intent of LAFCo that the proposed Dissolution be subject to the following terms and conditions:

- Subject to the limitations of Government Code section 57202, the effective date of the Dissolution shall be upon recordation of the Certificate of Completion.
- 2. The County Service Area #3 shall be dissolved, terminated, disincorporated and extinguished and all of its corporate powers shall cease.
- 3. No successor agency shall be identified as County Service Area #3 has never and presently does not provide services.
- 4. It the intention of Plumas LAFCo to notify landowners within the subject

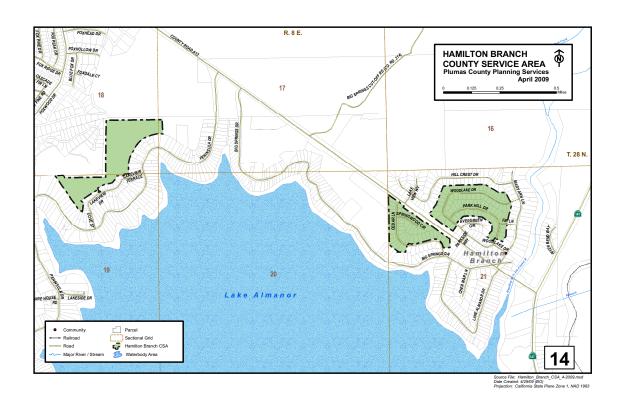
territory and follow the conducting authority proceedings stated in the LAFCo Act.

- 5. It is the intention of Plumas LAFCo to conduct a public hearing regarding this Dissolution at the appropriate time.
- 6. It is the intention of Plumas LAFCo that any and all LAFCo, Plumas County and State of California costs associated this dissolution be borne by Plumas LAFCo.

PASSED AND ADOPTED, by Plumas LAFCo on this 8<sup>th</sup> day of June 2020.

AYES:		
NOES:		
ABSENT:		
ABSTAIN:		
	Kevin Goss, Chair	
	Plumas Local Agency Commission	Formation
Attest:		
	_	
Jennifer Stephenson Plumas LAFCo Executive Officer		

**EXHIBIT A: Map of the County Service Area #3 (Hamilton Branch) Boundaries** 



#### **EXHIBIT "B"**

#### PRELIMINARY EXEMPTION ASSESSMENT

1.

1.	Name or description of Project: Dissolution of County Service Area #3 (Hamilton Branch)
2.	Location: Hamilton Branch community in Plumas County
3.	Entity or person undertaking Project: Plumas LAFCo 555 Main St. Quincy, CA 95971 Phone: (530) 283-7069
Qualit Implei conclu	<b>Staff Determination:</b> LAFCo Staff, having undertaken and completed a ninary review of this activity in accordance with the California Environmental by Act (Pub. Res. Code § 21000 et seq: "CEQA") and the State Guidelines for mentation of CEQA (14 C.C.R. § 15000 et seq: "State CEQA Guidelines") and has uded that this action does not require further environmental assessment because kempt from CEQA, as described below:
	<ul> <li>(a) Ministerial project.</li> <li>(b) Not a project.</li> <li>(c) Emergency Project.</li> <li>(d) X Categorical Exemption. Class 20, Changes in Organization of Local Agencies.</li> <li>(e) Declared Emergency.</li> <li>(f) Statutory Exemption</li> <li>(g) X Other. State CEQA Guidelines section 15378(b)(5); organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment</li> </ul>
Date I	Received for Filing:
	Jennifer Stephenson Executive Officer Plumas LAFCo

#### **EXHIBIT "C"**

#### Plan for Services

1. A description of the level and range of each service to be provided to the affected territory.

Following the proposed Dissolution, no changes to services in the subject territory will occur. The Dissolution will not affect the level or the range of services currently being provided, as no services are provided by County Service Area #3.

2. An indication of when the service can be feasibly extended to the affected territory.

Since no services have been provided by County Service Area #3 and no services are anticipated to be provided in the future, dissolution of the CSA is not expected to change services offered in the affected area.

3. An identification of any improvement or upgrading of structures, road, water or sewer facilities, other infrastructure, or other conditions the affected agency would impose upon the affected territory.

No improvement or upgrading of structures or infrastructure is anticipated following this dissolution.

4. The estimated cost of extending the service and a description of how the service or required improvements will be financed. A discussion of the sufficiency of revenues for anticipated service extensions and operations is also required.

There are no anticipated costs associated with extension of services following the dissolution of CSA #3.

#### **RESOLUTION NO. 2020-0003**

## A RESOLUTION OF THE PLUMAS LOCAL AGENCY FORMATION COMMISSION INITIATING PROCEEDINGS FOR THE DISSOLUTION OF THE COUNTY SERVICE AREA #6 (GENESEE VALLEY) IN PLUMAS COUNTY, CALIFORNIA

WHEREAS, the County Service Area #6 (Genesee Valley) is a district existing and operating pursuant to County Service Area Law (California Government Code §25210 et seq), encompassing 96 acres as depicted in Exhibit "A" attached hereto; and

WHEREAS, the Plumas Local Agency Formation Commission prepared and adopted a Municipal Service Review calling for the Dissolution of the County Service Area #6 (Genesee Valley) pursuant to §56375 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000 et seq.); and

**WHEREAS**, County Service Area #6 is inactive and has not provided services since its formation in 1973; and

WHEREAS, the Plumas Local Agency Formation Commission adopted a zero sphere of influence on May 21, 1976 for County Service Area #6 and recommended dissolution; and

**WHEREAS**, the Dissolution is consistent with the Municipal Service Review of County Service Area #6 as adopted in Plumas LAFCo Resolution 2015-01 adopted on June 8, 2015; and

**WHEREAS**, a notice of intent to adopt this resolution was posted and provided to each interested and subject agency; and

**WHEREAS**, the reason(s) for this proposed Dissolution are as follows:

- 1. County Service Area #6 in Genesee Valley was formed in 1973 as dependent special district of Plumas County to provide sewage disposal, fire protection, road maintenance, garbage and refuse collection, and water services to the Genesee Valley area.
- 2. Services were never initiated by County Service Area #6.
- County Service Area #6 remains inactive and the County of Plumas has not indicated a desire to activate County Service Area #6 and provide services to the territory.
- 4. Should area residents desire to receive services, an alternative governance structure, such as a community services district, would be recommended to allow for flexibility in governance and services offered.

- Dissolution of an inactive district with no plan for services aligns with LAFCo's objective to ensure efficient delivery of services and logical boundaries.
- It is in the best interest of LAFCo to eliminate inactive agencies to reduce LAFCo's burden of regular Municipal Service Reviews and Sphere of Influence updates on all cities and special districts under its jurisdiction; and

**WHEREAS**, the territory subject to the proposed Dissolution is inhabited as defined in Government Code section 56046; and

WHEREAS, LAFCo, as the lead agency under the California Environmental Quality Act (Pub. Res. Code § 21000 et seq.: "CEQA") and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq.: "State CEQA Guidelines"); and

WHEREAS, this action is exempt from the California Environmental Quality Act reflecting LAFCo's independent judgment and analysis, and concludes that the Dissolution is not a project pursuant to State CEQA Guidelines section 15378(b)(5) because the Dissolution is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment; and

WHEREAS, the Preliminary Exemption Assessment (Exhibit B) further reflects LAFCo's independent judgment and analysis, and concludes that the Dissolution is categorically exempt from CEQA review pursuant to State CEQA Guidelines 15320 because the Dissolution is a change in organization which does not change the geographical area in which County Service Area #6 provides services; and

**WHEREAS**, all other legal prerequisites to the adoption of this Resolution have been met; and

**WHEREAS**, it is the intent of LAFCo that the proposed Dissolution be subject to the following terms and conditions:

- Subject to the limitations of Government Code section 57202, the effective date of the Dissolution shall be upon recordation of the Certificate of Completion.
- The County Service Area #6 shall be dissolved, terminated, disincorporated and extinguished and all of its corporate powers shall cease.
- 3. No successor agency shall be identified, as County Service Area #6 has never and presently does not provide services.
- 4. It the intention of Plumas LAFCo to notify landowners within the subject

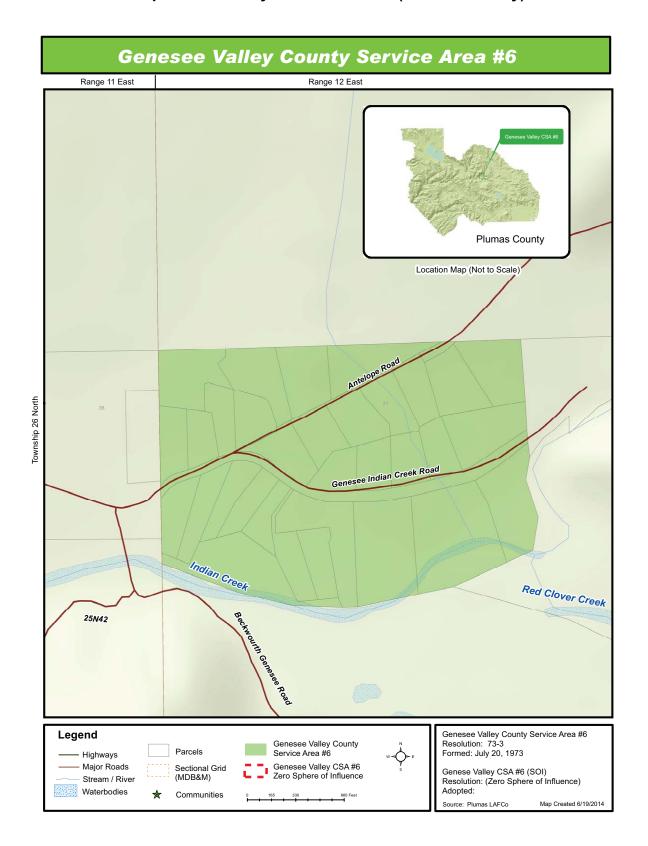
territory and follow the conducting authority proceedings stated in the LAFCo Act.

- 5. It is the intention of Plumas LAFCo to conduct a public hearing regarding this Dissolution at the appropriate time.
- 6. It is the intention of Plumas LAFCo that any and all LAFCo, Plumas County and State of California costs associated this dissolution be borne by Plumas LAFCo.

PASSED AND ADOPTED, by Plumas LAFCo on this 8<sup>th</sup> day of June 2020.

AYES:		
NOES:		
ABSENT:		
ABSTAIN:		
	Kevin Goss, Chair	
	Plumas Local Agency Commission	Formation
Attest:		
	_	
Jennifer Stephenson Plumas LAFCo Executive Officer		

**EXHIBIT A: Map of the County Service Area #6 (Genesee Valley) Boundaries** 



#### **EXHIBIT "B"**

#### PRELIMINARY EXEMPTION ASSESSMENT

1.	Name or description of Project: Dissolution of County Service Area #6 (Genesee Valley)
2.	Location: Genesee Valley community in Plumas County
3.	Entity or person undertaking Project: Plumas LAFCo 555 Main St. Quincy, CA 95971 Phone: (530) 283-7069
Qualit Implei conclu	<b>Staff Determination:</b> LAFCo Staff, having undertaken and completed a hinary review of this activity in accordance with the California Environmental by Act (Pub. Res. Code § 21000 et seq: "CEQA") and the State Guidelines for mentation of CEQA (14 C.C.R. § 15000 et seq: "State CEQA Guidelines") and has uded that this action does not require further environmental assessment because kempt from CEQA, as described below:
	<ul> <li>(a) Ministerial project.</li> <li>(b) Not a project.</li> <li>(c) Emergency Project.</li> <li>(d) X Categorical Exemption. Class 20, Changes in Organization of Local Agencies.</li> <li>(e) Declared Emergency.</li> <li>(f) Statutory Exemption</li> <li>(g) X Other. State CEQA Guidelines section 15378(b)(5); organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment</li> </ul>
Date I	Received for Filing:
	Jennifer Stephenson Executive Officer Plumas LAFCo

#### Plan for Services

1. A description of the level and range of each service to be provided to the affected territory.

Following the proposed Dissolution, no changes to services in the subject territory will occur. The Dissolution will not affect the level or the range of services currently being provided, as no services are provided by County Service Area #6.

2. An indication of when the service can be feasibly extended to the affected territory.

Since no services have been provided by County Service Area #6 and no services are anticipated to be provided in the future, dissolution of the CSA is not expected to change services offered in the affected area.

3. An identification of any improvement or upgrading of structures, road, water or sewer facilities, other infrastructure, or other conditions the affected agency would impose upon the affected territory.

No improvement or upgrading of structures or infrastructure is anticipated following this dissolution.

4. The estimated cost of extending the service and a description of how the service or required improvements will be financed. A discussion of the sufficiency of revenues for anticipated service extensions and operations is also required.

There are no anticipated costs associated with extension of services following the dissolution of CSA #6.

### **RESOLUTION NO. 2020-0004**

# A RESOLUTION OF THE PLUMAS LOCAL AGENCY FORMATION COMMISSION INITIATING PROCEEDINGS FOR AN AMENDMENT TO THE COUNTY SERVICE AREA #7 (WARNER VALLEY) SPHERE OF INFLUENCE AND THE DISSOLUTION OF THE COUNTY SERVICE AREA #7 IN PLUMAS COUNTY, CALIFORNIA

WHEREAS, the County Service Area #7 (Warner Valley) is a district existing and operating pursuant to County Service Area Law (California Government Code §25210 et seq), encompassing 12.8 acres as depicted in Exhibit "A" attached hereto; and

**WHEREAS**, the Plumas Local Agency Formation Commission prepared and adopted a Municipal Service Review calling for the Dissolution of the County Service Area #7 (Warner Valley) pursuant to §56375 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000 et seq.); and

**WHEREAS**, County Service Area #7 is inactive and has not provided services since its formation in 1974; and

WHEREAS, the Dissolution is consistent with the Municipal Service Review of County Service Area #7 as adopted in Plumas LAFCo Resolution 2015-01 adopted on June 8, 2015, and a Sphere of Influence Amendment is required to establish a zero sphere of influence for County Service Area #7 prior to LAFCo approval of this proposed change of organization, in that the dissolved agency would have a zero sphere of influence; and

**WHEREAS**, a notice of intent to adopt this resolution was posted and provided to each interested and subject agency; and

**WHEREAS**, the reason(s) for this proposed Dissolution are as follows:

- 1. County Service Area #7 in Warner Valley was formed in 1974 as dependent special district of Plumas County to provide sewer, water, extended police protection, structural fire protection, park and recreation, pest control, street lighting, street maintenance, garbage and refuse collection, and storm drainage services to the Warner Valley area.
- 2. Services were never initiated by County Service Area #7.
- County Service Area #7 remains inactive and the County of Plumas has not indicated a desire to activate County Service Area #7 and provide services to the territory.

- 4. Should area residents desire to receive services, an alternative governance structure, such as a community services district, would be recommended to allow for flexibility in governance and services offered.
- 5. Dissolution of an inactive district with no plan for services aligns with LAFCo's objective to ensure efficient delivery of services and logical boundaries.
- It is in the best interest of LAFCo to eliminate inactive agencies to reduce LAFCo's burden of regular Municipal Service Reviews and Sphere of Influence updates on all cities and special districts under its jurisdiction; and

**WHEREAS**, the territory subject to the proposed Dissolution is inhabited as defined in Government Code section 56046; and

WHEREAS, LAFCo, as the lead agency under the California Environmental Quality Act (Pub. Res. Code § 21000 et seq.: "CEQA") and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq.: "State CEQA Guidelines"); and

WHEREAS, this action is exempt from the California Environmental Quality Act reflecting LAFCo's independent judgment and analysis, and concludes that the Dissolution is not a project pursuant to State CEQA Guidelines section 15378(b)(5) because the Dissolution is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment; and

WHEREAS, the Preliminary Exemption Assessment (Exhibit B) further reflects LAFCo's independent judgment and analysis, and concludes that the Dissolution is categorically exempt from CEQA review pursuant to State CEQA Guidelines 15320 because the Dissolution is a change in organization which does not change the geographical area in which County Service Area #7 provides services; and

**WHEREAS**, all other legal prerequisites to the adoption of this Resolution have been met; and

**WHEREAS**, it is the intent of LAFCo that the proposed Dissolution be subject to the following terms and conditions:

- 1. Subject to the limitations of Government Code section 57202, the effective date of the Dissolution shall be upon recordation of the Certificate of Completion.
- The County Service Area #7 shall be dissolved, terminated, disincorporated and extinguished and all of its corporate powers shall cease.
- 3. No successor agency shall be identified as County Service Area #7 has

never and presently does not provide services.

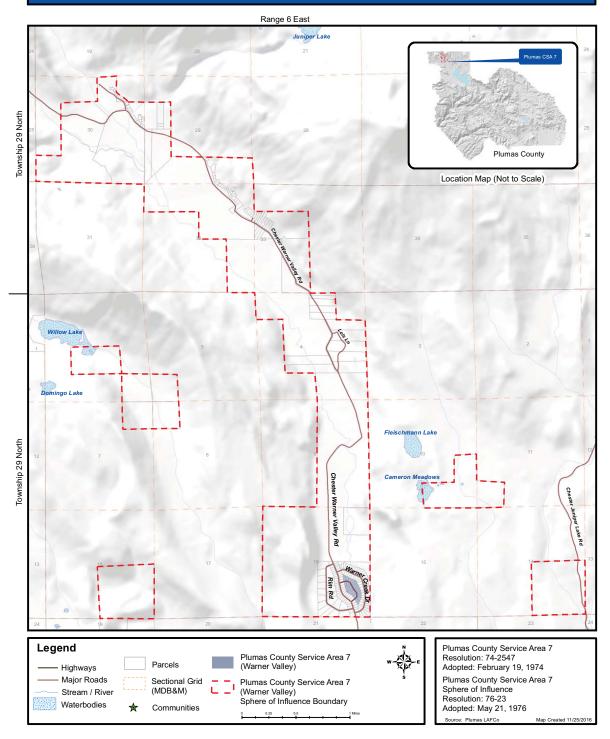
- 4. It the intention of Plumas LAFCo to notify landowners within the subject territory and follow the conducting authority proceedings stated in the LAFCo Act.
- 5. It is the intention of Plumas LAFCo to conduct a public hearing regarding this Dissolution at the appropriate time.
- 6. It is the intention of Plumas LAFCo that any and all LAFCo, Plumas County and State of California costs associated this dissolution be borne by Plumas LAFCo.

PASSED AND ADOPTED, by Plumas LAFCo on this 8<sup>th</sup> day of June 2020.

AYES:		
NOES:		
ABSENT:		
ABSTAIN:		
	Kevin Goss, Chair Plumas Local Agency Commission	Formation
Attest:		
Jennifer Stephenson Plumas LAFCo Executive Officer	-	

**EXHIBIT A: Map of the County Service Area #7 (Warner Valley) Boundaries** 

# Plumas County Service Area 7 Warner Valley



# PRELIMINARY EXEMPTION ASSESSMENT

1.	Name or description of Project: Dissolution of County Service Area #7 (Warner Valley)
2.	Location: Warner Valley community in Plumas County
3.	Entity or person undertaking Project: Plumas LAFCo 555 Main St. Quincy, CA 95971 Phone: (530) 283-7069
Qualit Impler conclu	<b>Staff Determination:</b> LAFCo Staff, having undertaken and completed a sinary review of this activity in accordance with the California Environmental by Act (Pub. Res. Code § 21000 et seq: "CEQA") and the State Guidelines for mentation of CEQA (14 C.C.R. § 15000 et seq: "State CEQA Guidelines") and has uded that this action does not require further environmental assessment because kempt from CEQA, as described below:
	<ul> <li>(a) Ministerial project.</li> <li>(b) Not a project.</li> <li>(c) Emergency Project.</li> <li>(d) X Categorical Exemption. Class 20, Changes in Organization of Local Agencies.</li> <li>(e) Declared Emergency.</li> <li>(f) Statutory Exemption</li> <li>(g) X Other. State CEQA Guidelines section 15378(b)(5); organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment</li> </ul>
Date F	Received for Filing:
	Jennifer Stephenson Executive Officer Plumas LAFCo

#### Plan for Services

1. A description of the level and range of each service to be provided to the affected territory.

Following the proposed Dissolution, no changes to services in the subject territory will occur. The Dissolution will not affect the level or the range of services currently being provided, as no services are provided by County Service Area #7.

2. An indication of when the service can be feasibly extended to the affected territory.

Since no services have been provided by County Service Area #7 and no services are anticipated to be provided in the future, dissolution of the CSA is not expected to change services offered in the affected area.

3. An identification of any improvement or upgrading of structures, road, water or sewer facilities, other infrastructure, or other conditions the affected agency would impose upon the affected territory.

No improvement or upgrading of structures or infrastructure is anticipated following this dissolution.

4. The estimated cost of extending the service and a description of how the service or required improvements will be financed. A discussion of the sufficiency of revenues for anticipated service extensions and operations is also required.

There are no anticipated costs associated with extension of services following the dissolution of CSA #7.

#### **RESOLUTION NO. 2020-0005**

# A RESOLUTION OF THE PLUMAS LOCAL AGENCY FORMATION COMMISSION INITIATING PROCEEDINGS FOR AN AMENDMENT TO THE COUNTY SERVICE AREA #10 (BIG MEADOWS) SPHERE OF INFLUENCE AND THE DISSOLUTION OF THE COUNTY SERVICE AREA #10 IN PLUMAS COUNTY, CALIFORNIA

WHEREAS, the County Service Area #10 (Big Meadows) is a district existing and operating pursuant to County Service Area Law (California Government Code §25210 et seq), encompassing 38.4 acres as depicted in Exhibit "A" attached hereto; and

**WHEREAS**, the Plumas Local Agency Formation Commission prepared and adopted a Municipal Service Review calling for the Dissolution of the County Service Area #10 (Big Meadows) pursuant to §56375 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000 et seq.); and

**WHEREAS**, County Service Area #10 is inactive and has not provided services since its formation in 1974; and

WHEREAS, the Dissolution is consistent with the Municipal Service Review of County Service Area #10 as adopted in Plumas LAFCo Resolution 2015-01 adopted on June 8, 2015, and a Sphere of Influence Amendment is required to establish a zero sphere of influence for County Service Area #10 prior to LAFCo approval of this proposed change of organization, in that the dissolved agency would have a zero sphere of influence; and

**WHEREAS**, a notice of intent to adopt this resolution was posted and provided to each interested and subject agency; and

**WHEREAS**, the reason(s) for this proposed Dissolution are as follows:

- 1. County Service Area #10 in Big Meadows was formed in 1974 as dependent special district of Plumas County to provide sewer, water, extended police protection, structural fire protection, park and recreation, pest control, street lighting, street maintenance, garbage and refuse collection, and storm drainage services to the Big Meadows area.
- 2. Services were never initiated by County Service Area #10.
- County Service Area #10 remains inactive and the County of Plumas has not indicated a desire to activate County Service Area #10 and provide services to the territory.

- 4. Should area residents desire to receive services, an alternative governance structure, such as a community services district, would be recommended to allow for flexibility in governance and services offered.
- 5. Dissolution of an inactive district with no plan for services aligns with LAFCo's objective to ensure efficient delivery of services and logical boundaries.
- It is in the best interest of LAFCo to eliminate inactive agencies to reduce LAFCo's burden of regular Municipal Service Reviews and Sphere of Influence updates on all cities and special districts under its jurisdiction; and

**WHEREAS**, the territory subject to the proposed Dissolution is inhabited as defined in Government Code section 56046; and

WHEREAS, LAFCo, as the lead agency under the California Environmental Quality Act (Pub. Res. Code § 21000 et seq.: "CEQA") and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq.: "State CEQA Guidelines"); and

WHEREAS, this action is exempt from the California Environmental Quality Act reflecting LAFCo's independent judgment and analysis, and concludes that the Dissolution is not a project pursuant to State CEQA Guidelines section 15378(b)(5) because the Dissolution is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment; and

WHEREAS, the Preliminary Exemption Assessment (Exhibit B) further reflects LAFCo's independent judgment and analysis, and concludes that the Dissolution is categorically exempt from CEQA review pursuant to State CEQA Guidelines 15320 because the Dissolution is a change in organization which does not change the geographical area in which County Service Area #10 provides services; and

**WHEREAS**, all other legal prerequisites to the adoption of this Resolution have been met; and

**WHEREAS**, it is the intent of LAFCo that the proposed Dissolution be subject to the following terms and conditions:

- Subject to the limitations of Government Code section 57202, the effective date of the Dissolution shall be upon recordation of the Certificate of Completion.
- The County Service Area #10 shall be dissolved, terminated, disincorporated and extinguished and all of its corporate powers shall cease.
- 3. No successor agency shall be identified as County Service Area #10 has

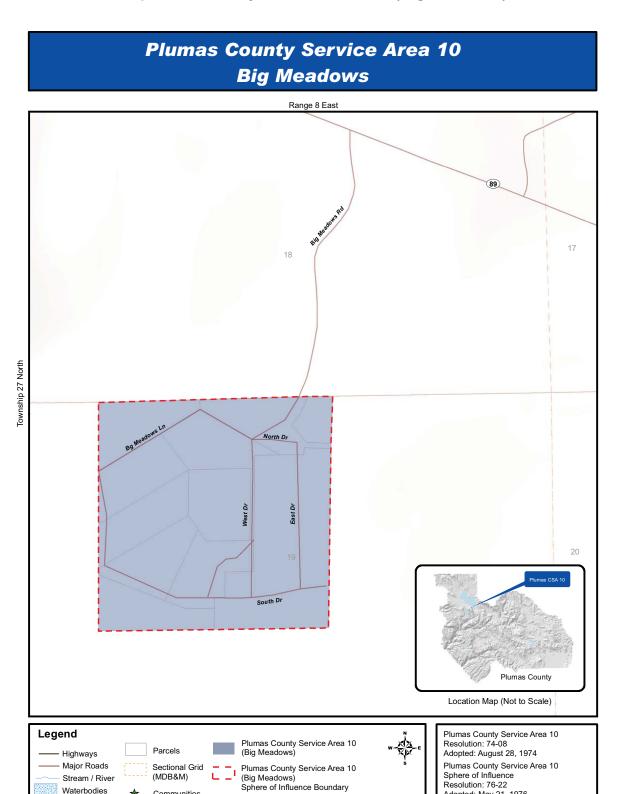
never and presently does not provide services.

- 4. It the intention of Plumas LAFCo to notify landowners within the subject territory and follow the conducting authority proceedings stated in the LAFCo Act.
- 5. It is the intention of Plumas LAFCo to conduct a public hearing regarding this Dissolution at the appropriate time.
- 6. It is the intention of Plumas LAFCo that any and all LAFCo, Plumas County and State of California costs associated this dissolution be borne by Plumas LAFCo.

PASSED AND ADOPTED, by Plumas LAFCo on this 8<sup>th</sup> day of June 2020.

AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
	Kevin Goss, Chair Plumas Local Agency Formation Commission
Attest:	
Jennifer Stephenson Plumas LAFCo Executive Officer	•

**EXHIBIT A: Map of the County Service Area #10 (Big Meadows) Boundaries** 



Adopted: May 21, 1976

Waterbodies

Communities

# PRELIMINARY EXEMPTION ASSESSMENT

1.

1.	Name or description of Project: Dissolution of County Service Area #10 (Big Meadows)
2.	Location: Big Meadows community in Plumas County
3.	Entity or person undertaking Project: Plumas LAFCo 555 Main St. Quincy, CA 95971 Phone: (530) 283-7069
Qualit Impler conclu	<b>Staff Determination:</b> LAFCo Staff, having undertaken and completed a linary review of this activity in accordance with the California Environmental y Act (Pub. Res. Code § 21000 et seq: "CEQA") and the State Guidelines for mentation of CEQA (14 C.C.R. § 15000 et seq: "State CEQA Guidelines") and has uded that this action does not require further environmental assessment because kempt from CEQA, as described below:
	<ul> <li>(a) Ministerial project.</li> <li>(b) Not a project.</li> <li>(c) Emergency Project.</li> <li>(d) X Categorical Exemption. Class 20, Changes in Organization of Local Agencies.</li> <li>(e) Declared Emergency.</li> <li>(f) Statutory Exemption</li> <li>(g) X Other. State CEQA Guidelines section 15378(b)(5); organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment</li> </ul>
Date F	Received for Filing:
	Jennifer Stephenson Executive Officer Plumas I AFCo

#### Plan for Services

1. A description of the level and range of each service to be provided to the affected territory.

Following the proposed Dissolution, no changes to services in the subject territory will occur. The Dissolution will not affect the level or the range of services currently being provided, as no services are provided by County Service Area #10.

2. An indication of when the service can be feasibly extended to the affected territory.

Since no services have been provided by County Service Area #10 and no services are anticipated to be provided in the future, dissolution of the CSA is not expected to change services offered in the affected area.

3. An identification of any improvement or upgrading of structures, road, water or sewer facilities, other infrastructure, or other conditions the affected agency would impose upon the affected territory.

No improvement or upgrading of structures or infrastructure is anticipated following this dissolution.

4. The estimated cost of extending the service and a description of how the service or required improvements will be financed. A discussion of the sufficiency of revenues for anticipated service extensions and operations is also required.

There are no anticipated costs associated with extension of services following the dissolution of CSA #10.

### **RESOLUTION NO. 2020-0006**

# A RESOLUTION OF THE PLUMAS LOCAL AGENCY FORMATION COMMISSION INITIATING PROCEEDINGS FOR AN AMENDMENT TO THE DIXIE VALLEY COMMUNITY SERVICES DISTRICT SPHERE OF INFLUENCE AND THE DISSOLUTION OF THE DIXIE VALLEY COMMUNITY SERVICES DISTRICT IN PLUMAS COUNTY, CALIFORNIA

**WHEREAS**, the Dixie Valley Community Services District is a district existing and operating pursuant to Community Services District Law (California Government Code §61000 et seq.), encompassing 1,043.2 acres as depicted in Exhibit "A" attached hereto; and

**WHEREAS**, the Plumas Local Agency Formation Commission prepared and adopted a Municipal Service Review calling for the Dissolution of the Dixie Valley Community Services District pursuant to §56375 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000 et seq.); and

**WHEREAS**, Dixie Valley Community Services District is inactive and has not provided services since its formation in 1972; and

**WHEREAS**, the Dissolution is consistent with the Municipal Service Review of Dixie Valley Community Services District as adopted in Plumas LAFCo Resolution 2015-01 adopted on June 8, 2015, and a Sphere of Influence Amendment is required to establish a zero sphere of influence for Dixie Valley Community Services District prior to LAFCo approval of this proposed change of organization, in that the dissolved agency would have a zero sphere of influence; and

**WHEREAS**, a notice of intent to adopt this resolution was posted and provided to each interested and subject agency; and

**WHEREAS**, the reason(s) for this proposed Dissolution are as follows:

- 1. Dixie Valley Community Services District was formed in 1972 as dependent special district of Plumas County to provide domestic water, wastewater, solid waste, fire protection, street lighting, and street maintenance services to the Dixie Valley area.
- 2. Services were never initiated by Dixie Valley Community Services District.
- 3. Dixie Valley Community Services District remains inactive and the County of Plumas has not indicated a desire to activate Dixie Valley Community Services District and provide services to the territory.

- 4. Should area residents desire to receive services, an alternative governance structure, such as a community services district, would be recommended to allow for flexibility in governance and services offered.
- 5. Dissolution of an inactive district with no plan for services aligns with LAFCo's objective to ensure efficient delivery of services and logical boundaries.
- It is in the best interest of LAFCo to eliminate inactive agencies to reduce LAFCo's burden of regular Municipal Service Reviews and Sphere of Influence updates on all cities and special districts under its jurisdiction; and

**WHEREAS**, the territory subject to the proposed Dissolution is inhabited as defined in Government Code section 56046; and

WHEREAS, LAFCo, as the lead agency under the California Environmental Quality Act (Pub. Res. Code § 21000 et seq.: "CEQA") and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq.: "State CEQA Guidelines"); and

**WHEREAS**, this action is exempt from the California Environmental Quality Act reflecting LAFCo's independent judgment and analysis, and concludes that the Dissolution is not a project pursuant to State CEQA Guidelines section 15378(b)(5) because the Dissolution is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment; and

WHEREAS, the Preliminary Exemption Assessment (Exhibit B) further reflects LAFCo's independent judgment and analysis, and concludes that the Dissolution is categorically exempt from CEQA review pursuant to State CEQA Guidelines 15320 because the Dissolution is a change in organization which does not change the geographical area in which Dixie Valley Community Services District provides services; and

**WHEREAS**, all other legal prerequisites to the adoption of this Resolution have been met; and

**WHEREAS**, it is the intent of LAFCo that the proposed Dissolution be subject to the following terms and conditions:

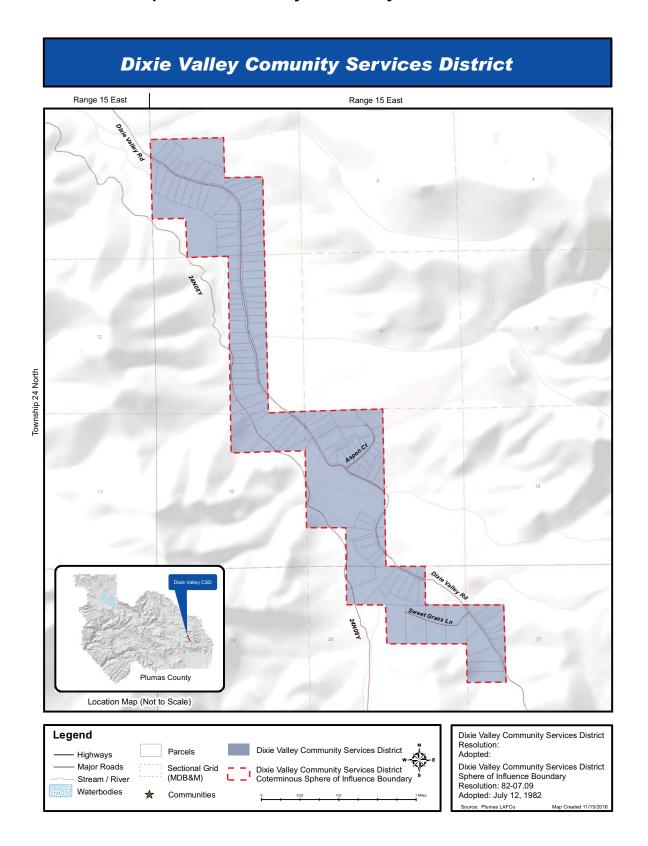
- Subject to the limitations of Government Code section 57202, the effective date of the Dissolution shall be upon recordation of the Certificate of Completion.
- The Dixie Valley Community Services District shall be dissolved, terminated, disincorporated and extinguished and all of its corporate powers shall cease.

- 3. No successor agency shall be identified as Dixie Valley Community Services District has never and presently does not provide services.
- 4. It the intention of Plumas LAFCo to notify landowners within the subject territory and follow the conducting authority proceedings stated in the LAFCo Act.
- 5. It is the intention of Plumas LAFCo to conduct a public hearing regarding this Dissolution at the appropriate time.
- 6. It is the intention of Plumas LAFCo that any and all LAFCo, Plumas County and State of California costs associated this dissolution be borne by Plumas LAFCo.

**PASSED AND ADOPTED**, by Plumas LAFCo on this 8<sup>th</sup> day of June 2020.

AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
	Kevin Goss, Chair
	Plumas Local Agency Formation Commission
Attest:	
	_
Jennifer Stephenson Plumas LAFCo Executive Officer	

**EXHIBIT A: Map of the Dixie Valley Community Services District Boundaries** 



# PRELIMINARY EXEMPTION ASSESSMENT

1.

1.	Name or description of Project: Dissolution of Dixie Valley Community Services District
2.	Location: Dixie Valley community in Plumas County
3.	Entity or person undertaking Project: Plumas LAFCo 555 Main St. Quincy, CA 95971 Phone: (530) 283-7069
Quality Impler conclu	<b>Staff Determination:</b> LAFCo Staff, having undertaken and completed a inary review of this activity in accordance with the California Environmental y Act (Pub. Res. Code § 21000 et seq: "CEQA") and the State Guidelines for mentation of CEQA (14 C.C.R. § 15000 et seq: "State CEQA Guidelines") and has ided that this action does not require further environmental assessment because tempt from CEQA, as described below:
	<ul> <li>(a) Ministerial project.</li> <li>(b) Not a project.</li> <li>(c) Emergency Project.</li> <li>(d) X Categorical Exemption. Class 20, Changes in Organization of Local Agencies.</li> <li>(e) Declared Emergency.</li> <li>(f) Statutory Exemption</li> <li>(g) X Other. State CEQA Guidelines section 15378(b)(5); organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment</li> </ul>
Date F	Received for Filing:
	Jennifer Stephenson Executive Officer Plumas LAFCo

#### Plan for Services

1. A description of the level and range of each service to be provided to the affected territory.

Following the proposed Dissolution, no changes to services in the subject territory will occur. The Dissolution will not affect the level or the range of services currently being provided, as no services are provided by Dixie Valley Community Services District.

2. An indication of when the service can be feasibly extended to the affected territory.

Since no services have been provided by Dixie Valley Community Services District and no services are anticipated to be provided in the future, dissolution of the CSD is not expected to change services offered in the affected area.

3. An identification of any improvement or upgrading of structures, road, water or sewer facilities, other infrastructure, or other conditions the affected agency would impose upon the affected territory.

No improvement or upgrading of structures or infrastructure is anticipated following this dissolution.

4. The estimated cost of extending the service and a description of how the service or required improvements will be financed. A discussion of the sufficiency of revenues for anticipated service extensions and operations is also required.

There are no anticipated costs associated with extension of services following the dissolution of Dixie Valley Community Services District.