1. **Call to order: Pledge of Allegiance**

   **Commissioners**
   
   Todd Eid, Chair, Public Member  
   Brian Wilson, City Member  
   Joe Franco, City Member, Vice-Chair  
   Jeff Hemphill, County Member  
   Chris Gallagher, County Member

   **Alternate Members**
   
   David Teeter, County Member Alt.  
   Kevin Stafford, City Member Alt.  
   Jim Chapman, Public Alt.

   **LAFCO Staff**
   
   John Benoit, Executive Officer  
   John Kenny, LAFCO Counsel  
   Gwenna MacDonald, Clerk

2. **Election of Lassen LAFCo Chair and Vice-Chair for FY 2018-2019.**

   a. *Election of the LAFCo Chair for FY 2018-2019*
   
   b. *Election of the LAFCo Vice-Chair for FY 2018-2019*

3. **Approval of Agenda (Additions and Deletions)**

4. **Correspondence:**

5. **Approval of Minutes:** *Approval of the Minutes of the June 11, 2018 LAFCo meeting.*

6. **Public Comment**

This is the time set aside for citizens to address the Commission on any item of interest to the public that is within the subject matter jurisdiction of the Commission. For items that are on the agenda, public comment will be heard when the item is discussed. If your comments concern an item that is noted as a public hearing, please address the Commission after the public
hearing is opened for public testimony. The Chairman reserves the right to limit each speaker to three (3) minutes. Please understand that by law, the Commission cannot make decisions on matters not on the agenda.

Action Items:

7. Discussion regarding the Standish Litchfield Fire Protection District activities with Chief Mike Fuller.
   a. The Commission may provide direction to staff regarding further action.

8. Discussion regarding the Clear Creek Community Services District.
   a. The Commission may provide direction to staff regarding further action.

9. Review Draft Lassen Modoc County Flood Control and Water Conservation District (LMCFCWCD– Service Review (MSR) and Sphere of Influence (SOI)
   a. Review Draft LMCFCWCD MSR and SOI and provide comments to staff.
   b. Set hearing for adoption at the October 8, 2018 LAFCo meeting

10. Biennial Conflict of Interest Review
    a) Review memo and authorize the Chair to sign and transmit the 2018 Biennial Conflict of Interest form to the County Clerk.

11. Designate Joe Franco to represent Lassen LAFCo to vote matters at the CALAFCo annual conference on October 3-5, 2018
    a. Authorize Joe Franco to vote on matters at the CALAFCo Annual Conference October 3-5, 2018.

12. Authorize payment of Claims for June 2018 and July 2018
    a) Authorize payment of claims for June 2018 and July 2018.

13. Executive Officer’s Monthly Report
    a) Seating Special Districts on LAFCo
    b) Fire and EMS Service Review
    c) Big Valley Recreation District (Community Services District) Service Review

14. Commissioner Reports - Discussion
    This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCO, and legislative matters.

15. Adjourn to the next meeting to take place on Monday October 8, 2018 at 3:00 P.M.
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

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.

**Public Comment**
Members of the public may address the Commission on items not appearing on the agenda, as well as any item that does appear on the agenda, subject to the following restrictions:
- Items not appearing on the agenda must be of interest to the public and within the Commission's subject matter jurisdiction.
- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).

**Public Hearings**
Members of the public may address the Commission on any item appearing on the agenda as a Public Hearing. The Commission may limit any person's input to a specified time. Written statements may be submitted in lieu of or to supplement oral statements made during a public hearing.

**Agenda Materials**
Materials related to an item on this agenda submitted to the Commission after distribution of the agenda area available for review for public inspection in the Clerk's office located at the City of Susanville, 66 North Lassen Street, Susanville CA, and the Lassen Co. Community Development Office located at 707 Nevada Street, Susanville CA. [such documents are also available on the Lassen LAFCo website (www.lassenlafco.org) to the extent practicable and subject to staff's ability to post the documents prior to the meeting]

**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.

**Disclosure & Disqualification Requirements**
Pursuant to Government Code Sections 56700.1 and 57009 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, and 82015 and 82025 of the Political Reform Act applicants for LAFCO approvals and those opposing such proposals are required to report to LAFCO all political contributions and expenditures with respect to a proposal that exceeds $1,000. LAFCO has adopted policies to implement the law, which are available on the Commission's webpage. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals. Additional information may be obtained by calling the calling the Fair Political Practices Commission at (916) 322-5680.

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.

**Contact LAFCO Staff**
LAFCO staff may be contacted at (530) 257-0720 or by email at lafco@co.lassen.ca.us. Copies of reports are located on the LAFCO webpage at: www.lassenlafco.org
Lassen County Local Agency Formation Commission
Board of Supervisors Chambers  707 Nevada Street  Susanville, CA 96130

Regular Meeting
June 11, 2018 - 3:00 p.m.

Meeting was called to order at 3:00 p.m. by Chairperson Eid.

Roll call of members present: Joe Franco, Jeff Hemphill, Chris Gallagher and Chairperson Todd Eid. Absent: Brian Wilson

Staff Present: John Benoît, Executive Officer and Gwenna MacDonald, Clerk.

Approval of Agenda
Motion by Commissioner Gallagher to approve the agenda as submitted; Commissioner Hemphill provided a second and the motion carried unanimously. Ayes: Gallagher, Hemphill, Franco and Eid. Absent: Wilson.

Correspondence
None.

Minutes
Motion by Commissioner Hemphill to approve the minutes of the February 26, 2018 meeting; Chairperson Eid provided a second and the motion carried. Ayes: Hemphill, Gallagher, Franco and Eid. Absent: Wilson.

Motion by Commissioner Franco to approve the minutes of the April 9, 2018 meeting; Commissioner Hemphill provided a second and the motion carried. Ayes: Franco, Hemphill and Eid. Abstain: Gallagher. Absent: Wilson.

Public Comments  No comments.

Public Hearing: Final LAFCO Budget for FY 2018-2019  Mr. Benoît reported that the Commission considered and adopted a recommended budget at the April 9, 2018 meeting. A proposed final budget is presented for consideration, with the apportionment for the City and County at $56,503.43. There are no recommended line item changes from the previous budget.

At 3:03 p.m., Chairperson Eid opened the public hearing and requested comments.

There being no comments, Chairperson Eid closed the public hearing at 3:04 p.m.


Legislative Support Letters  Mr. Benoît reviewed proposed letters of support for various Senate and Assembly Bills that have been requested by CALAFCo. Senate Bill 929 proposes that all independent special districts have a website by January 1, 2020, which supports and increase in transparency. Assembly Bill 2238 requires the Commission to consider information contained in a local hazard mitigation plan,
safety element of the General Plan, and maps that identify land as very high fire hazard zones when it is determined that such information is relevant to the area that is the subject of the proposal. Assembly Bill 2268 addresses the financial impact created by the passage of SB89.

Motion by Commissioner Gallagher, second by Commissioner Franco, authorizing the Chairperson to sign the letters and authorizing the Executive Officer to forward to the State; motion carried. Ayes: Gallagher, Hemphill, Franco and Eid. Absent: Wilson.

**CALAFCo Annual Conference October 3-5, 2018** the annual conference is scheduled to be held in Yosemite and the Commission discussed attendance. It was the consensus of the Commission that Commissioner Franco would attend.

Motion by Commissioner Hemphill, second by Commissioner Gallagher, to authorize Commissioner Franco’s attendance at the CALAFCo conference; motion carried. Ayes: Hemphill, Gallagher, Franco and Eid. Absent: Wilson.

**CALAFCo Achievement Awards** It was the consensus of the Commission to not submit any nominations for an award.

**CALAFCo Board of Directors Nomination** It was the consensus of the Commission to not submit a nomination for Board member.

**Authorize Payment of Claims for April and May 2018** Mr. Benoit reviewed the claims presented for April and May, 2018 in the amount of $7,752.42, with an additional $695 approved for Commissioner Franco to attend the Calafco Annual Conference.

Motion by Commissioner Hemphill to approve payment for claims; Commissioner Gallagher provided a second and the motion carried. Ayes: Hemphill, Gallagher, Franco and Eid. Absent: Wilson.

**CALAFCo Workshop Update** Mr. Benoit reviewed information presented at the April Calafco Workshop, including a case study on intergovernmental collaboration related to the Unincorporated North Richmond annexation; a Board of Equalization update, a CEQA Exemptions case regarding “unusual circumstances” and discussed information related to his attendance at the P3 (Public-Private Partnerships) Water Summit.

**Executive Officer’s Monthly Report** Mr. Benoit reported that the draft MSR for the Lassen Modoc Flood Control and Water Conservation District will be ready for consideration at the August meeting, and he only needs to complete the mapping. Regarding the Big Valley Pest Abatement MSR, there is an indication that the District may no longer be needed. Mr. Benoit stated that he had received a phone call regarding the Bieber swimming pool that stated that the pool district was not in compliance with SB448 which requires an annual audit. Bieber also has a lighting, water and recreation district.

**Commissioner Reports**

Commissioner Gallagher stated that he received an inquiry from Clear Creek requesting information for the process to consolidate services with Westwood.

Commissioner Hemphill commented that the Standish/Litchfield fire district wants to merge but they do not have a Board.
Mr. Benoit responded that the Board of Supervisors can initiate a resolution of consolidation, and request the consolidation between Standish/Litchfield and another district. LAFCO can also initiate a consolidation.

There was a general discussion regarding fire protection districts.

Motion by Commissioner Franco, second by Commissioner Gallagher to adjourn until August 13, 2018; motion carried unanimously. Ayes: Franco, Hemphill, Wilson, Teeter and Eid. Absent: Wilson.

The meeting adjourned at 3:50 p.m.

______________________________

Todd Eid, Chairperson

______________________________

Gwenna MacDonald, Recording Secretary

Approved ____________
Lassen Local Agency Formation Commission

Memorandum
August 13, 2018

TO: LAFCo Commissioners

FROM: John Benoit, Executive Officer

SUBJECT: Conflict of Interest Code.

Attachments: Lassen LAFCO's Conflict of Interest Code
2018 Local Agency Biennial Notice

Government code section 87300 et. seq. (the Political Reform Act) requires each local government agency to keep a conflict of interest code and update it to reflect changes that occur in the organization of an entity. The Local Agency Formation Commission (as well as other local agencies) is required to review and amend its Conflict of Interest code on even-numbered years. A biennial notice is normally sent out by the County Clerk or other official designated by the Board of Supervisors during the summer of even numbered years to each agency required to review its Conflict of Interest Code. After review or approval of the Conflict of Interest Code, LAFCO is required to submit any proposed changes to the Board of Supervisors acting as the code reviewing body.

Government code section 87311 requires review of a conflict of interest code to be carried out under procedures which guarantee to officers, employees, members and consultants of the agency and to residents of the County adequate notice and a fair opportunity to present their views. A conflict of interest code was adopted on March 20, 2002. To engage the public, a notice of Public Hearing was published prior to LAFCO adopting amending its conflict of interest code (which was included in LAFCo's Bylaws on November 10, 2003). LAFCO approved a revised conflict of interest code on August 9th, 2004 and adopted resolution 2004-0006 and the Code Reviewing Body approved LAFCO's Amended Conflict of Interest code on February 8, 2005. Since that time LAFCO has found no amendments to that code necessary.

Recommendation:

Authorize the Chair to sign and transmit the 2018 Local Agency Biennial Notice to the County Clerk (or person designated by the Board of Supervisors) declaring LAFCO has reviewed its Conflict of Interest code and no amendment is required at this time.

John Benoit, Executive Officer  lafco@co.lassen.ca.us
P.O. Box 2694 Granite Bay, CA 95746
(530) 237-0720 ph. (916) 797-7631 fax.
2018 Local Agency Biennial Notice

Name of Agency: Lassen LAFCo
Mailing Address: P.O. Box 2694 Granite Bay, CA 96746
Contact Person: John Benoit Phone No. 530.257.0720
Email: latco@co.lassen.ca.us Alternate Email: johnbenoit@surewest.net

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (check one BOX):

☐ An amendment is required. The following amendments are necessary:

(Check all that apply.)

☐ Include new positions
☐ Revise disclosure categories
☐ Revise the titles of existing positions
☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
☐ Other (describe)

☐ The code is currently under review by the code reviewing body.

☑ No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

__________________________
Signature of Chief Executive Officer

August 13, 2018

__________________________
Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than October 1, 2018, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

www.fppc.ca.gov
FPPC Advice: advice@fppc.ca.gov (866.275.3772)
Resolution 2004-06
of the
Local Agency Formation Commission
of
Lassen County, California

A Resolution of Local Agency Formation Commission of Lassen County Amending its Conflict of Interest Code

WHEREAS, LAFCO of Lassen County adopted Resolution 2002-02 on August 20, 2002 approving a Conflict of Interest Code and later approved Resolution 2003-08 on November 10, 2003 including the adopted Conflict of Interest Code into LAFCO’s bylaws; and,

WHEREAS, LAFCO has received notice from the Lassen County Code Reviewing Body that a review of the adopted Conflict of interest code is required every other year and if an amendment is required, the revised code shall be submitted to the Code Reviewing Body; and,

WHEREAS, The Political Reform Act Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes; and,

WHEREAS, The Fair Political Practices Commission has adopted a regulation (2 Cal. Adm. Code Section 18730), which contains the terms of a standard Conflict of Interest Codes, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings; and,

WHEREAS, on July 12, 2004, the Commission discussed and directed staff to amend the existing Conflict of Interest Code.

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

1. That LAFCO of Lassen County amends Appendix “A” of its Conflict of Interest Code originally adopted by Resolution 2002-02 on August 20th, 2004 to include the following language: “The above Categories 1 through 6 shall comply with the Form 700 disclosure filing requirements”

2. Those references to the position of “Executive Director” shall be changed to read “Executive Officer” and “Board of Directors” to the “LAFCO Commission”.

3. The terms and provisions of 2 Cal. Adm. Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached amended Appendix A, in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of Lassen LAFCO.

4. Pursuant to Section 4 of the standard code (2 Cal Admin. Code Section 18730 (b) (4)) managers and administrators of special districts and school district superintendents file one
original Statement of Economic Interests Form 700 with the agency, who will retain a copy and forward the original to the code reviewing body (Lassen County Board of Supervisors) via the County Clerk's office. All other designated employees shall file Statements of Economic Interests Form 700 with Lassen LAFCO.

5. Directs the Executive Officer to file a copy of this Resolution including the amended Attachment “A” with the Code Reviewing Body of Lassen County.

PASSED AND ADOPTED by the Local Agency Formation Commission of Lassen County at a regular meeting of said Commission held on August 9, 2004 by the following roll call vote:

AYES: - BOYD, FAILEN, JOY and KEEFER

NOES: -

ABSTAINS: -

ABSENT: - HANSON

Signed and approved by me after its passage this 9th day of August, 2004.

[Signature]
Lloyd Keefer, Chairman, LAFCO of Lassen County

Approved as to form:

[Signature]
J.S. Kenny, Counsel, LAFCO of Lassen County
Designated Employees

Members of the LAFCO Commission

Executive Officer

Consultants*

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the Code subjected to the following limitation:

The Executive Officer may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent of disclosure requirements. The Executive Officer's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

Category 1

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency.

Persons shall not be required to disclose property used primarily as their residence or for personal recreational purposes.

Category 2

Persons in this category shall disclose all investments.

"Investment" means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest owned directly, indirectly or beneficially by the public official, or other filer, or his or her immediate family, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years...
prior to the time any statement or other action is required under this title. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars ($2,000). The term "investment" does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or government agency. Investments of an individual includes a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10-percent interest or greater. The term "parent, subsidiary or otherwise related business entity" shall be specifically defined by regulations of the commission. (Government Code Section 82034).

Category 3

Persons in this category shall disclose all income received from any source located or doing business within the jurisdiction or expecting to do business within the jurisdiction. Income received from a public agency need not be disclosed.

Category 4

Persons in this category shall disclose all income from and investments in businesses that provide or sell services or supplies of the type associated with job assignment and utilized by the department.

Category 5

Persons in this category shall disclose all business positions held in business entities which are located or doing or expecting to do business within the jurisdiction and which business entities may foreseeably be affected materially by any decision made or participated in by the person by virtue of his or her position. "Business entity" as used herein includes both for-profit and non-profit entities.

Category 6

Persons in this category shall disclose all items (including real property) valued over $320, received as a gift, purchased from, or sold to any person applying for or receiving any services from the Department;

The above Categories 1 through 6 shall comply with the Form 700 disclosure filing requirements.

Lassen LAFCO Conflict of Interest Code
As amended by LAFCO Resolution 2004-06
August 9, 2004
BOARD OF SUPERVISORS  
COUNTY OF LASSEN, STATE OF CALIFORNIA

Date: February 8, 2005  
Regular (X) Meeting  
Special ( )

Present:
Supervisor, District 1 - Robert Pyle  
Supervisor, District 2 - Jim Chapman  
Supervisor, District 3 - Lloyd Keefer *  
Supervisor, District 4 - Brian Dahle  
Supervisor, District 5 - Jack Hanson  
(*Denotes Chairman)

County Counsel John Ketelsen  
County Clerk Theresa Nagel  
Assistant to the CAO Julie Morgan

PROCEEDINGS:

CONSENT CALENDAR  
It is moved by Supervisor Chapman, seconded by Supervisor Hanson and carried  
to take the noted action on the following Consent Calendar items:

LOCAL AGENCY FORMATION COMMISSION  
Approve new Conflict of Interest Code for Local Agency Formation Commission  
(LAFCO), which has been reviewed by County Counsel.

County of Lassen )  
State of California ) ss.

I, THERESA NAGEL, County Clerk of the County of Lassen, State of California,  
and ex-officio Clerk of the Board of Supervisors thereof, do hereby certify  
the foregoing to be a full, true and correct copy of the minute order of said  
Board of Supervisors on above date.

IN TESTIMONY WHEREOF, I have hereunto set my hand, and affixed the Official  
Seal of the said Board of Supervisors this 10th day of February, 2005.

By,  
County Clerk of the County of Lassen, State of California, and ex-officio Clerk of the Board  
of Supervisors.
CLAIMS
June and July 2018

Authorize payment of the following claims:

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<th>Description</th>
<th>Amount</th>
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<td>Staff Svs &amp; Expenses – June 2018</td>
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<td>July 2018 Staff Svs &amp; Expenses</td>
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<td><strong>TOTAL:</strong></td>
<td><strong>$7,735.58</strong></td>
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<td>Calafco Conference Registration Oct 3-5, 2018</td>
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DATED: August 13, 2018
APPROVED: August 13, 2018

_________________________
Todd Eid, Chair or Joe Franco, Vice-Chair
Lassen Local Agency Formation Commission

Attest:

_________________________
John Benoit
Executive Officer
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**Insurance**

- $1,000.00

**Office Expenses**

- $250.00

**Copies**

- $750.00

**Communication**

- $1,000.00

**Postage**

- $300.00

**Memberships**

- $926.00

**Legal Svcs**

- $2,500.00

**Ex. OFF. Svcs**

- $36,000.00

**Brown Act**

- $3,500.00

**Publications**

- $400.00

**TOTAL EXPENDED**

- $1,000.00

**TOTAL REMAINING**

- $250.00

- $711.00

- $865.15

- $292.02

- $1.00

- $2,500.00

- $25,000.00

- $400.00

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Agency: Reserve Fund
City/CO Contrib: $56,503.13
Interest Revenue: $0.00
Project Rev: $34,215.18
CARROVER: -$9,180.58
Audited: $81,257.72
TID Expenses: $0.00
Cash Balance: $0.00

8/3/18
John Benoit
P.O. Box 2694
Granite Bay, CA 95746
Tel: (530) 237-0720
Fax (530) 797-7631

Client name: Lassen LAFCO c/o City of Susanville
Address: 66 North Lassen Street
City, state, postal code: Susanville, CA 96130-3904

<table>
<thead>
<tr>
<th>Lafco Staff</th>
<th>Hours</th>
<th>Start / End Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Benoît</td>
<td>49.00</td>
<td>June 1-30, 2018</td>
<td>$3,792.50</td>
</tr>
<tr>
<td>Jennifer Stephenson</td>
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<td></td>
<td>0.00</td>
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<tr>
<td>Dennis Miller</td>
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<td></td>
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</tr>
<tr>
<td>Christy Leighton</td>
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Total activity cost: $3,792.50

Materials / Other Expenses

<table>
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<tr>
<th>Reason / Vendor</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Reproduction Costs</td>
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<tr>
<td>Postage</td>
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<tr>
<td>Phone &amp; Communications</td>
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<tr>
<td>Office Supplies</td>
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<tr>
<td>Travel Exp.</td>
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<tr>
<td>Web Domain</td>
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<tr>
<td>packet and budget</td>
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<tr>
<td>packet and budget transmittals</td>
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<td>Comm June 2018</td>
<td>$67.08</td>
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Total materials cost: $114.06

Total billing: $3,906.56
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<th>DATE</th>
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<th>Direct Expense</th>
<th>Cost</th>
<th>Hours</th>
<th>Amount</th>
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<tbody>
<tr>
<td>1-Jun-18</td>
<td>LAFCo packets for June 11, 2018</td>
<td>packet copies</td>
<td>$34.00</td>
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<td>Packet distribution and completion mailing website posting</td>
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<td>24-Jun-18</td>
<td>review LMCFCD MSR and SOI and comm</td>
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</table>

**SUBTOTAL**  **TOTAL**  $114.06  49.5  $ 3,792.50  $3,906.56
INVOICE July 2018

John Benoit
P.O. Box 2694
Granite Bay, CA 95746
Tel: (530) 297-0720
Fax (530) 797-7631

Invoice number: 2018-0070  
Invoice date: 1-Aug-18

Client name: Lassen LAFCO c/o City of Susanville
Address: 65 North Lassen Street
City, state, postal code: Susanville, CA 96130-3904

Telephone:  
Fax:  
PO number:  

<table>
<thead>
<tr>
<th>Lafco Staff</th>
<th>Hours</th>
<th>Staff Svcs</th>
<th>Start / End Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Benoit</td>
<td>39.00</td>
<td>Staff Svcs</td>
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<tr>
<td>Jennifer Stephenson</td>
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<td>$446.25</td>
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<tr>
<td>Dennis Miller</td>
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<td>0.00</td>
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<tr>
<td>Christy Leighton</td>
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</table>

Total activity cost: $3,761.25

<table>
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<tr>
<th>Reason / Vendor</th>
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<tbody>
<tr>
<td>Commen July 2018</td>
<td>$67.77</td>
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Total materials cost: $67.77

Total billing: $3,829.02
TOTAL

- $ 2.5
- $ 32.50
- $ 382.50
- $ 327.50
- $ 362.50
- $ 36.00
- $ 6
- $ 1
- $ 85.00
- $ 127.50
- $ 11.5
- $ 52.5
- $ 55.25
- $ 24.11
- $ 234.41
- $ 467.50
- $ 0.50
- $ 32.5
- $ 446.25
- $ 20.25

Comm: 2.5
Comm: 32.50
Comm: 382.50
Comm: 327.50
Comm: 362.50
Comm: 36.00
Comm: 6
Comm: 1
Comm: 85.00
Comm: 127.50
Comm: 11.5
Comm: 52.5
Comm: 55.25
Comm: 24.11
Comm: 234.41
Comm: 467.50
Comm: 0.50
Comm: 32.5
Comm: 446.25
Comm: 20.25

For John Bontol
Lassen LAFCO
TIMESHEET
July 2018