

Lassen Local Agency Formation Commission

Regular Meeting Agenda

MONDAY – August 8, 2022

3:00 PM

**City of Susanville City Hall
66 North Lassen St.
Susanville, CA.**

(All meeting materials are available on LAFCo's Website: www.lassenlafco.org)

1. Call to order: Pledge of Allegiance

Commissioners

Todd Eid, Chair, Public Member
Kevin Stafford, City Member
Quincy McCourt, City Member
Gary Bridges, County Member
Chris Gallagher, County Member

Alternate Members

Jeff Hemphill, County Member Alt.
Mendy Schuster, City Member Alt.
Vacant, Public Alt.

LAFCO Staff

Jennifer Stephenson, Executive Officer
John Benoit, Deputy Executive Officer
Ruth McElrath, Clerk
John Kenny, LAFCO Counsel

1. Election of Chair and Vice-Chair for FY 2022-2023

- a) Election of Chair*
- b) Election of Vice-Chair*

2. Approval of Agenda (Additions and Deletions)

3. Correspondence:

4. Approval of the June 13, 2022 LAFCo minutes

- a) Approve the June 13, 2022 LAFCo minutes*

5. 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.

6. Review and Update of LAFCo's Bylaws

a) *Review Draft Updated Bylaws*

7. Calafco Conference Matters

- a) *Consider Attendance at the Calafco Annual conference in Santa Ana – Oct 19-21st*
- b) *Designate voting delegate and alterante to represent and vote on behalf of LAFCo at the Calafco Annual Conference*

8. Authorize payment of claims

a) *Authorize payment of claims for June 2022 and July 2022..*

9. Executive Officer's Monthly Report

- a) *LAFCo Files*
- b) *SB 938 – Protest Provisions*

10. 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.

11. Adjourn to the next meeting on Monday October 17, 2022 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 are 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) 322-5660.

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.

Contact LAFCO Staff

LAFCO staff may be contacted at (310)936-2639 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
City Council Chambers 66 N. Lassen St. Susanville, CA 96130

REGULAR MEETING
Monday, June 13, 2022

Meeting called to order at 3:00 p.m.

Members present: Commissioner Gallagher, Commissioner Bridges, Commissioner Stafford, Vice Chair Schuster, and Chair Eid.

Staff Present: John Benoit, Executive Director, Jennifer Stephenson, Deputy Director, and Heidi Whitlock, City Clerk.

Approval of Agenda: Motion by Vice Chair Schuster, second by Commissioner Bridges to approve the agenda as submitted. Motion carries: Ayes: Schuster, Bridges, Gallagher, Stafford, and Eid.

Correspondence: None

Approval of the April 11, 2022, meeting minutes Motion by Commissioner Gallagher, second by Commissioner Bridges, to approve the April 11, 2022, meeting minutes. Motion carries: Ayes: Bridges, Stafford, and Gallagher. Abstain: Schuster and Eid.

Public Comment: None

Discussion with Fire Agencies regarding Fire and EMS services going forward in Lassen County

James Moore, Susanville Fire Department Chief, stated the feedback he has received is agencies are against any Joint Powers Authority. He does continue to explain it, and there is one department open to it.

Chair Eid commented if they are not excited about it in the beginning, they may not ever be. He thanked Chief Moore for his efforts.

Mr. Benoit said to keep talking about it and bringing it up, something will happen that will force the issue.

Consider proposal and contract with Jennifer Stephenson for Executive Officer services for LAFCo

Mr. Benoit explained the contract is for \$3,500 a month, and \$100 for special projects, it is a fair contract.

Ms. Stephenson added it is a similar contract with Plumas LAFCo.

Motion by Commissioner Gallagher, seconded by Commissioner Bridges to approve contract. Motion carries: Ayes: Gallagher, Bridges, Stafford, Schuster, and Eid.

Consider short term contract amendment with John Benoit for transition of executive officer services to new executive officer

Mr. Benoit explained he is finalizing things - whittling down files to bring to the City, who is providing space, and coaching Ms. Stephenson on potential future annexations.

Chair Eid asked how long the contract is.

Mr. Benoit responded one year, but it is only part-time. There are going to be a lot of questions, more than anything. He also advised Ms. Stephenson there is not a reserve fund and LAFCo has gotten by with passing the hat around. Some counties have \$100,000 to \$200,000 in reserves. If a lawsuit were to occur, LAFCo can ask the Board of Supervisors for a loan, but the board does not have to give it to them. The following year's budget will have to be increased to cover litigation costs.

Chair Eid asked what the fee is?

Mr. Benoit responded \$110 per hour, as needed.

Motion by Commissioner Bridges, seconded by Commissioner Gallagher to approve the short-term contract amendment. Motion carries: Ayes: Bridges, Gallagher, Stafford, Schuster, and Eid.

Consider Minute Order appointing Jennifer Stephenson as executive officer and John Benoit as assistant executive officer

Mr. Benoit explained a minute order is needed to appoint Ms. Stephenson as the executive officer. It is something he can write up and send over.

Public hearing regarding the 2022-2023 Lassen final LAFCo budget

Public hearing opened at 3:13 p.m.

Mr. Benoit said there are no changes from the last meeting. LAFCo has an \$8,000 contingency fund, which it has always had. He does not use it but rolls it over. He tried getting the budget more on par with a LAFCo budget.

Public hearing closed at 3:16 p.m.

Motion by Commissioner Gallagher, seconded by Commissioner Bridges, to adopt approve Resolution 2022-0005, adopting a final 2022-2023 LAFCo budget. Motion carries: Ayes: Gallagher, Bridges, Stafford, Schuster, and Eid.

Calafco Conference Matters

Mr. Benoit said the annual conference is in Santa Ana, CA, from Oct. 19 through Oct. 21, 2022.

The Commission held general discussion regarding who would attend.

Commission elects Vice Chair Schuster to attend conference and be a voting delegate if re-elected.

Motion by Commissioner Gallagher, seconded by Commissioner Bridges, to authorize expenditure of funds to attend the Calafco Annual Conference. Motion carries: Ayes: Gallagher, Bridges, Stafford, Schuster, and Eid.

Authorize payment of claims

Motion by Vice Chair Schuster, second by Commissioner Bridges, to approve payment of claims for April 2022 and May 2022. Motion carries: Ayes: Schuster, Bridges, Gallagher, Stafford, and Eid.

Executive Officer's Monthly Report

Mr. Benoit addressed a letter of support for Senate Bill 938. If passed, it will reduce the protest thresholds for LAFCo initiated change of organizations. He explained LAFCo is subject to a rigid protest threshold of 10 percent, and the bill changes it to 25 percent.

Commissioner Reports: Chair Eid thanked Mr. Benoit for his continued support.

Adjourn: Motion to adjourn at 3:27 p.m.

Chris Gallagher, Commissioner

Ruth McElrath, Building Permit Technician

Approved _____

Lassen Local Agency Formation Commission

CLAIMS

June 2022

Authorize payment of the following claims:

FY 2021-2022 Expenses:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
August 1, 2022	June 2022 Staff Services (Benoit)	\$ 5,223.78
August 1, 2022	June 2022 Staff Services (Stephenson)	\$ 420.42
TOTAL:		\$ 5,644.20

DATED: August 8, 2022

APPROVED: August 8, 2022

Todd Eid, Chair
Lassen Local Agency Formation Commission

Attest:

Jennifer Stephenson
Executive Officer

INVOICE June 2022

John Benoit

Invoice number: **2022-0053**

Invoice date: 1-Sep-22

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

Vender ID #

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

Telephone:
 Fax:
 PO number:

Lafco Staff	Hours		Start / End Date	Amount
John Benoit	55.00	Staff Svcs	June 1-30, 2022	\$5,110.00
Jennifer Stephenson				\$ -
Dennis Miller				
Christy Leighton				0.00
File Scanning project				
Cheryl Kolb				
MSR and SOI				
	55.00			

Total activity cost: \$5,110.00

Materials / Other Expenses	Reason / Vendor	Amount
Reproduction Costs	packets	\$20.00
Postage	packets	
Phone & Communications	Comm May 22	\$ 68.98
Office Supplies	misc office supplies	\$24.80
Travel Exp.		
Web Domain		
Clerk		

Total materials cost: \$113.78

Total billing: \$ 5,223.78

TIMESHEET
for John Benoit

Lassen LAFCO

June 2022

DATE	Activity	Direct Expense Cost	Hours	Amount
1-Jun-22	LAFCo admin and packets and files		6.5	\$ 552.50
2-Jun-22	LAFCo reports budget and revised contracts and misc comm with county	misc printing \$20.00	6	\$ 510.00
3-Jun-22	LAFCo packets and website posting finalize		8	\$ 680.00
4-Jun-22				\$ -
5-Jun-22	Calafco Activities		2	\$ 170.00
6-Jun-22				\$ -
7-Jun-22				\$ -
8-Jun-22				\$ -
9-Jun-22				\$ -
10-Jun-22				\$ -
11-Jun-22				\$ -
12-Jun-22	Meeting prep		3	\$ 255.00
13-Jun-22	in county LAFCo meeting		8	\$ 600.00
14-Jun-22	in county misc		8	\$ 600.00
15-Jun-22				\$ -
16-Jun-22				\$ -
17-Jun-22		8	6	\$ 510.00
18-Jun-22				\$ -
19-Jun-22				\$ -
20-Jun-22				\$ -
21-Jun-22	Budget Transmittal auditor, city and county		1	\$ 85.00
22-Jun-22	zoom meeting with County and City re the Loves project in Susanville and research		2	\$ 170.00
23-Jun-22				\$ -
24-Jun-22		zoom \$24.80		\$ -
25-Jun-22		att \$38.57		\$ -
26-Jun-22		wave \$30.41		\$ -
27-Jun-22				\$ -
28-Jun-22	Lassen LAFCo files organize		4	\$ 340.00
29-Jun-22	Misc Admin end of FY, Financials and misc comm		7.5	\$ 637.50
30-Jun-22				\$ -
1-Jul-22				\$ -
SUBTOTAL				\$ 5,110.00
TOTAL		\$113.78	55.5	\$ 5,223.78

Invoice #BENLASSEN-2022-2
Policy Consulting Associates, LLC

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

Date: July 1, 2022

Lassen LAFCO
John Benoit, Executive Officer
P.O. Box 2694
Granite Bay, CA 95746

Project: MSRs and Staff Services

Research Services	Hours	Rate	Amount
Jennifer Stephenson, Principal	3.75	\$ 65.00	\$243.75
Oxana Wolfson Principal	0.00	\$ 65.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 35.00	\$0.00
<i>Research Service Subtotal</i>			\$243.75

Reimbursements	Amount
<i>Mileage Reimbursement Subtotal (Meeting on 6/13/22) (302 miles @ \$0.585)</i>	\$176.67

Amount Due **\$420.42**

Please remit invoices to Policy Consulting Associates, LLC

Jennifer Stephenson

Jennifer Stephenson, Principal

7/1/22

Date

Itemized statement for the period of 6/1/2022 to 6/30/2022				
Date	Day	Hours	Description	Total
Jennifer Stephenson, Principal				
MSR and Staff Services				
6/13/22	Monday	3.75	Travel and commission meeting, meeting prep	\$243.75
		3.75		\$243.75
Oxana Wolfson Principal				
MSR and Staff Services				
		0		\$0.00
Jill Hetland, Research Assistant				
MSR and Staff Services				
				\$0.00
				\$ -
		0		\$ -

2021-2022 Expenditures

Lassen LAFCO

Item Account Number	Insurance 4521	Office Expense 4610	copies 4550	Communications 4530	Postage 4641	Memberships 4830	Legal Svcs 4310	Ex. OFF. Svcs 4331	Brown Act 4332	Publications 4540	Travel 4580
Total Budgeted	\$ 1,000.00	\$ 250.00	\$ 750.00	\$ 1,000.00	\$ 300.00	\$ 1,403.00	\$ 2,500.00	\$ 30,000.00	\$ 3,500.00	\$ 400.00	\$ 1,500.00
Calafco Dues 2021-2022						\$ (1,403.00)					
JB Staff Svcs July 2021		\$ (24.98)	\$ (15.00)	\$ (84.67)				\$ (2,580.00)	\$ (500.00)		
JB Staff Svcs August 2021			\$ (5.00)	\$ (129.72)	\$ (1.40)			\$ (2,547.00)	\$ (500.00)		
JB Staff Services Sept 2021		\$ (10.00)	\$ (25.00)	\$ (59.99)	\$ (2.00)			\$ (2,250.00)			
JB Staff Svcs October 2021			\$ (10.00)	\$ (60.06)				\$ (3,335.00)	\$ (500.00)		
JB Staff Svcs Nov 2021				\$ (60.79)				\$ (2,082.50)			
JB Staff Svcs Dec 2021		\$ (33.90)	\$ (19.00)	\$ (66.33)	\$ (2.01)			\$ (2,500.00)	\$ (500.00)		
JB Staff Svcs Jan 2022		\$ (33.14)		\$ (103.28)				\$ (1,500.00)			
JB Staff Svcs Feb 2022			\$ (20.00)		\$ (2.36)			\$ (2,000.00)	\$ (500.00)		
JB Staff Svcs March 2022		\$ (83.33)		\$ (66.86)				\$ (2,592.50)			
2021-2022 Liability Insurance	\$ (1,000.00)										
Modoc Record Prop22-23 Budget										\$ (51.00)	
JB staff Svcs april 2022			\$ (15.00)	\$ (66.91)				\$ (3,750.00)			
JB Staff Svcs May 2022		\$ (52.09)		\$ (68.98)				\$ (2,570.00)			
JB Staff /svcs June 2022		\$ (24.80)	\$ (20.00)	\$ (68.98)				\$ (2,000.00)			
JS Staff Svcs June 2022											\$ (176.67)
JB Staff Svcs June 2022		\$ (24.80)	\$ (20.00)	\$ (68.98)				\$ (1,000.00)	\$ (1,000.00)		
TOTAL EXPENDED	\$ (1,000.00)	\$ (287.04)	\$ (149.00)	\$ (905.55)	\$ (7.77)	\$ (1,403.00)	\$ -	\$ (30,707.00)	\$ (3,500.00)	\$ (51.00)	\$ (176.67)
TOTAL REMAINING	\$ -	\$ (37.04)	\$ 601.00	\$ 94.45	\$ 292.23	\$ -	\$ 2,500.00	\$ (707.00)	\$ -	\$ 349.00	\$ 1,323.33

2021-2022 Expenditures

Lassen LAFCO

Item Account Number	Training 4580	MSR's 4342	SOI 4330	Mapping 4340	Tech SVCS 4340	File Scar 4333	Fin Svcs 4334	Clerk-City 4334	TOTAL BUDGET
Total Budgeted	\$ 500.00	\$ 14,000.00	\$ 4,000.00	\$ 2,000.00	\$ 5,000.00	\$ 1,722.30	\$ 1,500.00	\$ 71,325.30	
Calafco Dues 2021-2022								\$ (1,403.00)	
JB Staff Svcs July 2021			\$ (1,000.00)					\$ (4,204.65)	
JB Staff Svcs August 2021	\$	(1,000.00)						\$ (4,183.12)	
JB Staff Services Sept 2021	\$	(2,000.00)						\$ (4,346.99)	
JB Staff Svcs October 2021				\$ (85.00)				\$ (3,990.06)	
JB Staff Svcs Nov 2021	\$	(2,550.00)						\$ (4,693.29)	
JB Staff Svcs Dec 2021			\$ (910.00)					\$ (4,031.24)	
JB Staff Svcs Jan 2022	\$	(2,452.50)						\$ (4,088.92)	
JB Staff Svcs Feb 2022	\$	(2,312.50)						\$ (4,834.86)	
JB Staff Svcs March 2022								\$ (2,742.69)	
2021-2022 Liability Insurance								\$ (1,000.00)	
Modoc Record Prop22-23 Budget								\$ (51.00)	
JB staff Svcs april 2022								\$ (3,831.91)	
JB Staff Svcs May 2022					\$ (1,000.00)			\$ (3,691.07)	
JB Staff /svcs June 2022	\$	(3,110.00)						\$ (5,223.78)	
JS Staff Svcs June 2022	\$	(243.75)						\$ (420.42)	
JB Staff Svcs June 2022			\$ (1,000.00)		\$ (2,110.00)			\$ (5,223.78)	
TOTAL EXPENDED	\$ -	\$ (13,668.75)	\$ (2,910.00)	\$ (85.00)	\$ (3,110.00)	\$ -	\$ -	\$ (57,960.78)	
TOTAL REMAINING	\$ 500.00	\$ 331.25	\$ 1,090.00	\$ 1,915.00	\$ 1,890.00	\$ 1,722.30	\$ 1,500.00	\$ 13,364.52	

Lassen Local Agency Formation Commission

CLAIMS

July 2022

Authorize payment of the following claims:

FY 2022-2023 Expenses:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
August 1, 2022	June 2022 Staff Services (Benoit)	\$ 2,234.00
August 1, 2022	June 2022 Staff Services (Stephenson)	\$ 3,500.00
July 14, 2022	CALAFCO Dues	\$ 1,472.00
	TOTAL:	\$ 7,206.00

DATED: August 8, 2022

APPROVED: August 8, 2022

Todd Eid, Chair
Lassen Local Agency Formation Commission

Attest:

Jennifer Stephenson
Executive Officer

Invoice #LASSEN-2022-7
Policy Consulting Associates, LLC

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

Date: August 1, 2022

Plumas LAFCO
520 Main St
Quincy, CA 96971

Staff Services

	Hours	Rate	Amount
Jennifer Stephenson, Executive Officer		\$3,500	\$3,500.00
Subtotal			\$3,500.00

Projects: Applications, MSRs and SOI Updates

	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects	0.00	\$ 90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 45.00	\$0.00
Subtotal			\$0.00

Reimbursements

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

Amount Due **\$3,500.00**

Please remit invoices to Policy Consulting Associates, LLC

Jennifer Stephenson

Jennifer Stephenson, Principal

8/1/22

Date

Jennifer Stephenson July 2022 Timesheet

Date	Hours	Description	Special Project
7/1/22			
7/2/22			
7/3/22			
7/4/22			
7/5/22			
7/6/22			
7/7/22	1	Website update	
7/8/22			
7/9/22			
7/10/22			
7/11/22			
7/12/22			
7/13/22	2.75	Organization of records	
7/14/22			
7/15/22			
7/16/22			
7/17/22			
7/18/22	5.5	Organization of docs	
7/19/22			
7/20/22			
7/21/22			
7/22/22			
7/23/22			
7/24/22	2.5	Compilation of agenda	
7/25/22			
7/26/22	3	Compilation of agenda	
7/27/22			
7/28/22			
7/29/22	1.5	Conference registration	
7/30/22			
7/31/22	3.5	Compilation of agenda	

INVOICE July 2022

John Benoit

Invoice number: **2022-0054**

Invoice date: 1-Sep-22

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

Vender ID #

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

Telephone:
 Fax:
 PO number:

Lafco Staff	Hours		Start / End Date	Amount
John Benoit	18.00	Staff Svcs	July 1-31, 2022	\$2,200.00
Jennifer Stephenson				\$ -
Dennis Miller				
Christy Leighton				
File Scanning project				
Cheryl Kolb				
MSR and SOI				
	18.00			

Total activity cost: \$2,200.00

Materials / Other Expenses	Reason / Vendor	Amount
Reproduction Costs	packets	
Postage	packets	
Phone & Communications	Comm May 22	\$ 34.00
Office Supplies	misc office supplies	
Travel Exp.		
Web Domain		
Clerk		

Total materials cost: \$34.00

Total billing: \$ 2,234.00

TIMESHEET
for John Benoit

Lassen LAFCO

July 2022

DATE	Activity	Direct Expense Cost	Hours	Amount
1-Jul-22	File organizations		2	\$ 220.00
2-Jul-22	Finance and admin		4	\$ 440.00
3-Jul-22	Beginning of year financials		2.5	\$ 275.00
4-Jul-22	misc copy folder for Jennifer		1	\$ 110.00
5-Jul-22				\$ -
6-Jul-22				\$ -
7-Jul-22				\$ -
8-Jul-22	misc corresp re memberships and zoom meeting re Loves		2.5	\$ 275.00
9-Jul-22				\$ -
10-Jul-22				\$ -
11-Jul-22				\$ -
12-Jul-22				\$ -
13-Jul-22				\$ -
14-Jul-22				\$ -
15-Jul-22				\$ -
16-Jul-22				\$ -
17-Jul-22	email re Calafco and commissioners		1	\$ 110.00
18-Jul-22				\$ -
19-Jul-22	File scanning and records		2.5	\$ 275.00
20-Jul-22				\$ -
21-Jul-22				\$ -
22-Jul-22	email HPUD misc		1	\$ 110.00
23-Jul-22				\$ -
24-Jul-22				\$ -
25-Jul-22				\$ -
26-Jul-22	Misc Comm	misc comm \$34.00	3.5	\$ 385.00
27-Jul-22				\$ -
28-Jul-22				\$ -
29-Jul-22				\$ -
30-Jul-22				\$ -
31-Jul-22				\$ -
SUBTOTAL				
TOTAL				
		\$34.00	18	\$ 2,200.00
				\$ 2,234.00

CHECK REQUEST

LASSEN LAFCO

(City of Susanville-Finance Dept)

*Local Agency
Formation Commission*

Due Date

7.31-22

Date Submitted

7.14.22

Fiscal Year

2022-2023

Payable To:

CALAFCO



1020 12th Street, Suite 222
Sacramento, CA 95814

Description/Justification:

Calafco Dues for Fiscal year2022-2023

Invoice 2022-17

Special Instructions:

Mail Check to CALAFCO

PAY FROM 2022-2023 Budget

Budget Responsible Signature:

ACCOUNT CODING

ACCOUNT CODING			AMOUNT
Fund	Dept-Div	Object	
8402	413-30	4830	1,472.00

TOTAL 1472.00

CALAFCO

CALAFCO Membership Invoice

1020 12th Street, Suite 222
Sacramento, CA 95814

Date	Invoice #
7/1/2022	2022-17

Bill To
Lassen LAFCo PO Box 2694 Granite Bay, CA 95746

Renewal Month	Due Date	Joined Date
July	7/31/2022	

Description	Amount
2022-23 LAFCo Member Dues	1,472.00

Total	\$1,472.00
--------------	------------

Thank you for helping to make
CALAFCO even better!

CALAFCO Federal Tax ID 94-3312376

Phone #	Fax #	E-mail	Web Site
(916) 442-6536	(916) 442-6535	jtickler@calafco.org	www.calafco.org

2022-2023 Expenditures

Lassen LAFCO

Item Account Number	Insurance 4521	Office Expense 4610	copies 4550	Communications 4530	Postage 4641	Memberships 4830	Legal Svcs 4310	Ex. OFF. Svcs 4331	Brown Act 4332	Publications 4540	Travel 4580
Total Budgeted	\$ 1,000.00	\$ 250.00	\$ 750.00	\$ 1,000.00	\$ 300.00	\$ 1,472.00	\$ 2,500.00	\$ 40,000.00	\$ 3,500.00	\$ 400.00	\$ 1,500.00
Calafco Dues 2022-2023						\$ (1,472.00)					
JB Staff Svcs July 2021				\$ (34.00)				\$ (2,200.00)			
JS Staff Svcs July 2021								\$ (3,500.00)			
TOTAL EXPENDED	\$ -	\$ -	\$ -	\$ (34.00)	\$ -	\$ (1,472.00)	\$ -	\$ (5,700.00)	\$ -	\$ -	\$ -
TOTAL REMAINING	\$ 1,000.00	\$ 250.00	\$ 750.00	\$ 966.00	\$ 300.00	\$ -	\$ 2,500.00	\$ 34,300.00	\$ 3,500.00	\$ 400.00	\$ 1,500.00

2022-2023 Expenditures

Lassen LAFCO

Item	Training 4580	MSR's 4342	SOI 4330	Mapping 4340	Tech SVCS 4340	File Scar 4340	Fin Svcs 4333	Clerk-City 4334	TOTAL BUDGET
Account Number Total Budgeted	\$ 500.00	\$ 14,000.00	\$ 4,000.00	\$ 2,000.00	\$ 5,000.00	\$ 1,722.30	\$ 1,500.00	\$ 81,394.30	
Calafco Dues 2022-2023								\$ (1,472.00)	
JB Staff Svcs July 2021								\$ (2,234.00)	
JS Staff Svcs July 2021								\$ (3,500.00)	
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TOTAL EXPENDED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (7,206.00)
TOTAL REMAINING	\$ 500.00	\$ 14,000.00	\$ 4,000.00	\$ 2,000.00	\$ 5,000.00	\$ 1,722.30	\$ 1,500.00	\$ 74,188.30	