

Lassen Local Agency Formation Commission

Special Meeting Agenda

MONDAY – October 6, 2014

3:00 PM

**Board of Supervisors Chambers
707 Nevada Street
Susanville, CA.**

(website www.lassenlafco.org)

1. Call to order

Commissioners

Todd Eid, Chair, Public Member
Brian Wilson, City Member, Vice Chair
Rod De Boer, City Member
Larry Wosick, County Member
Jim Chapman, County Member

Alternate Members

Bob Pyle, County Member Alt.
Kathie Garnier, City Member Alt.
Andrew Wellborn, Public Member Alt.

LAFCO Staff

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

2. Approval of Agenda (Additions and Deletions)

3. Correspondence:

4. Election of Chair and Vice-Chair for Fiscal Year 2014-2015.

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

5. Approval of Minutes: June 9, 2014

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.

CONTINUED PUBLIC HEARING

7. Conduct Continued Public Hearing regarding the Sphere of Influence for the Herlong PUD and the West Patton Village CSD.

- a. Conduct Public Hearing, Review Executive Officer's report, receive public input, consider Resolution 2014-0006 adopting a Sphere of Influence Update for the Herlong Public Utility District (annexable sphere) and the West Patton Village CSD (zero sphere)*

Action Items:

8. Discussion regarding Groundwater Legislation recently signed by the Governor

- a. Review and Discuss Legislation*

9. Authorize Payment of Claims for August 2014 and September 2014.

- a. Approve payment of expenses for August 2014 and September 2014.*

10. Executive Officer's Monthly Report – Discussion

*Meyers Healthcare District Annexation Meeting Oct 7, 2014 in Adin
Southern Cascades Community Services District – Status
Ethics Training – October 17th, 2014 Veterans Hall 10:00 AM
City of Susanville Service Review*

11. 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.

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 the next Regular LAFCo Meeting: December 8, 2014

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

Lassen LAFCO

October 6, 2014

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 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 (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 9, 2014 - 3:00 p.m.

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

Roll call of members present: Larry Wosick, De Boer, Brian Wilson, Jim Chapman and Todd Eid.

Staff Present: John Benoit, Executive Officer and Heidi Whitlock. Absent: Gwenna MacDonald, Clerk.

Motion by Commissioner Wosick to approve the agenda as submitted; Commissioner De Boer provided a second and the motion carried.

Correspondence

Mr. Benoit shared that, due to a change in the Brown Act, a call of every member's vote must be noted. All members were in favor.

Minutes

Motion by Commissioner De Boer to approve the minutes of the April 14, 2014 meeting; Commissioner Wosick provided a second and the motion carried.

Public Comments

There were no comments.

6 Continued Public Hearing: Establishing a Policy as mandated by SB-244 Disadvantages Unincorporated Communities Mr. Benoit explained that the public hearing was continued from December 9, 2013 and February 10, 2014, and again on June 9, 2014 in order to facilitate a meeting between himself, City and County staff.

Chairperson Eid opened the public hearing at 3:05 p.m. continued to June 9, 2014.

Mr. Benoit reports that we can read the law, and it can be our interpretation of that law, but we are mandated to plan for disadvantaged unincorporated communities (DUC). We would like to work with the City and use their Housing Elements. Mr. Hancock stated he was originally concerned but he appreciates Mr. Benoit's meeting with him and he is now supportive. Commissioner Wilson inquires how the MSR differs from City annexations. Mr. Benoit states that we are only reporting it as a DUC or not. The issue of people not wanting to participate was mentioned and that the state has policies on "islands". After much conversation on those wanting and not wanting to participate and how that would be handled, the Commission decided on the change in the section.

Motion by Commissioner Wosick, second by Commissioner De Boer, to adopt the DUC Policy with the following change: Section R), 3) Definition of Disadvantaged Unincorporated Community. A Disadvantaged Unincorporated Community is defined as a developed area located within the Sphere of Influence of the principal jurisdiction that has been identified as such by LAFCo and one that not withstanding local circumstances meets all the following standards; motion carried unanimously.

7 Public Hearing: Final 2014-2015 LAFCo Budget

Mr. Benoit reports that there are no changes to note, the presented budget was taken as proposed.

Motion by Commissioner Wilson, second by Commissioner De Boer, to adopt 2014/2015 Budget; motion carried unanimously.

8 Payment of Claims: April 2014 and May 2014

Motion by Commissioner Chapman, second by Commissioner Wilson to approve claims for April 2014 and May 2014 in the amount of \$9,329.77; motion carried unanimously.

9 Calafco Staff Workshop – April 2014

Mr. Benoit reports that the workshop was attended by younger staff and provided training for them. He discussed the changes on the given report and stated how the last five groups were in a constant state of change. LAFCo has evolved and it has shown that recommendations can differ and that one doesn't have to simply except them. Changes can happen when you look at items yourself.

10 Executive Officers Report

Mr. Benoit requested comments on the Service Review from those effected by the consolidation of services under one agency. He states, bottom line, there are options, he would prefer a CSD but those in Herlong may prefer a PUD. There are two options, to form another agency or to have the PUD change.

*Chairperson Eid closes public hearing at 3:42 p.m.

Pat Williams (public), from Herlong PUD, states that they like the possibility that they could supply water service to Amedee Airfield, unused parcels, and even Tom Hammond's property, as they are not located within a fire district. Herlong PUD is ready and wanting to help if something moves forward. Discussion on the Army previously supplying water was discussed as was West Patton Village and the issue of the area not currently having a valid water operator. Eric Nesson (public), has property and tried working with West Patton Village and has not been successful. He feels it is hazardous to people's health.

Mr. Benoit again states that there will be a public hearing held on August 11, 2014 and that all comments should be received no later than July 11, 2014.

11 Commissioner Reports

Nothing to report.

At 4:14 p.m. motion by Commissioner Wosick, second by Commissioner De Boer to adjourn until August 11, 2014; motion carried unanimously.


Todd Eid, Chairperson

Heidi Whitlock, Recording Secretary

Approved

**Lassen LAFCo
October 6, 2014**

TO: Commissioners

FROM: John Benoit, Executive Officer 

SUBJECT: Herlong PUD and West Patton Village CSD Sphere of Influence

Attachment #1 Resolution 2014-0006 Approving the update of a Sphere of Influence for the Herlong Public Utility District (Annexable Sphere) and the West Patton Village Community Services District (Zero Sphere)

PLEASE BRING THE SERVICE REVIEW AND SPHERE OF INFLUENCE REPORT DISTRIBUTED FOR THE AUGUST 11, 2014 MEETING.

On August 11, 2014 the Commission adopted the Service Review for both the West Patton Village CSD (WPVCSD) and the Herlong Public Utilities District (HPUD) and adopted Resolution 2014-0005 making determinations. This Resolution does not change the boundaries of the HPUD or the WPVCSD.

The Sphere of Influence Report included several options. Among the Options were

Option #2: Zero SOI for WPVCSD & SOI Expansion for HPUD to Include WPVCSD

A zero SOI would signify LAFCO's anticipation that WPVCSD will be dissolved and the District's functions passed on to another agency. This option also calls for the expansion of HPUD's SOI to include the entirety of WPVCSD, which would indicate that HPUD is the anticipated successor agency that will continue services to the area's residents.

Option #7 Consolidation of service functions establishing two Spheres one for public works functions and the other for Fire and EMS.

There are a variety of services provided by the HPUD and WPVCSD. This option would place the street lighting, parks, water and wastewater functions with the HPUD having the same boundaries of the current HPUD and create and maintain an independent fire district to include the entire Herlong Area from Doyle to Highway 395 having a boundary larger than the existing WPVCSD.

Option 8: HPUD and WPVCSD Consolidation Committee (Board of Directors Recommendation)

On July 29, 2014 the Boards of Directors of the HPUD and WPVCSD met and decided to pursue consolidation or reorganization of their Districts. Among the items discussed

was the boundary that would include the unserved areas of the fire department and the Amadee property that the County is in the process of disposing.

At the August 11, 2014 meeting, the Commission gave staff recommendation to work with Pat Williams, the HPUD General Manager and prepare a Sphere of Influence Resolution and Map.

Attached is the Sphere of Influence Resolution including a Map for adoption including the WPVCSD, which will have a zero Sphere of Influence. Option 8 is essentially a combination of Options 2 and 7. Staff has coordinated with Pat Williams and determined a proposed Fire and EMS Sphere of Influence based on surrounding fire agencies to include the existing unserved areas located between Milford FPD and Doyle FPD in the HPUD Sphere of Influence.

The Utilities Sphere is smaller including the area surrounding the existing PUD and portions of the Base. This sphere is smaller based on issues related to groundwater and controversy generated during the environmental review process when the Herlong Utilities Cooperative was formed years ago. To avoid an additional environmental review process costs at this time it is staff recommendation to have a reduced size Utilities Sphere of Influence at this time, which will serve the HPUD well into the future. In addition there appears no possibility of any other agency being formed in the Herlong Area that will provide Water and Wastewater Services.

Recommendation

Consider and Adopt Resolution 2014-0006 Approving the update of a Sphere of Influence for the Herlong Public Utility District (Annexable Sphere) and the West Patton Village Community Services District (Zero Sphere) and Adopting Written Determinations Thereon

Resolution No. 2014-0006

LASSEN LOCAL AGENCY FORMATION COMMISSION

Approving the update of a Sphere of Influence for the Herlong Public Utility District (Annexable Sphere) and the West Patton Village Community Services District (Zero Sphere) and Adopting Written Determinations Thereon

WHEREAS, Government Code Section 56425 requires each Local Agency Formation Commission to adopt and periodically review and update a sphere of influence for each local governmental agency within its jurisdiction; and

WHEREAS, the Lassen Local Agency Formation Commission, in compliance with the aforementioned requirement, is providing a “plan for the probable physical boundaries and service area” for the Herlong Public Utility District and the West Patton Village Community Services District; and

WHEREAS, the Commission has set the hearing date of August 11, 2014 and October 6, 2014 for the establishment of the sphere of influence for the Herlong Public Utility District and the West Patton Village Community Services District and has noticed this hearing at the times and as otherwise prescribed by Government Code Section 56427, *et seq.*; and

WHEREAS, the Commission has heard and adopted a Municipal Services Review on August 11, 2014 of services provided by the Herlong Public Utility District and the West Patton Village Community Services District in accordance with Gov. Code section 56430; and

WHEREAS, the Commission has reviewed and considered the proposed Sphere of Influence establishment report incorporated herein by reference and the proposed Sphere of Influence Map which is attached hereto as Exhibit B; and

WHEREAS, Lassen LAFCO has prepared a Notice of Exemption pursuant to the requirements of the California Environmental Quality Act since the Sphere of Influence will not contain additional developable territory beyond the district’s existing Sphere of Influence for fire and utilities respectively (Section 21000 *et seq* of the Public Resources Code); and

WHEREAS, the Commission has considered those factors determined by it to be relevant to the proposed sphere of influence, including, but not limited to, those factors specified in Government Code Section 56425, *et seq.*, and has heard from interested parties and considered requests for amendment and/or revision of the proposed sphere boundary, if any;

NOW, THEREFORE, BE IT RESOLVED that the Lassen Local Agency Formation Commission does hereby find and determine as follows:

1. That the proposed sphere of influence update with respect to the Herlong Public Utility District and the West Patton Village Community Services District complies with the provisions of Government Code Section 56000, *et seq.*

2. That the Commission has considered objections that have been received regarding the update of this Sphere of Influence.
3. That, pursuant to Government Code Section 56425, the Commission makes and adopts those determinations set forth in the Sphere of Influence Study are attached hereto and incorporated by reference herein.
4. The Commission has reviewed and considered a Notice of Exemption (Exhibit A) pursuant to the Environmental Quality Act prepared for the update of this Sphere of Influence and makes a specific finding that there is no substantial evidence in light of the whole record before Lassen Local Agency Formation Commission that this Sphere update for the Herlong Public Utility District and the West Patton Village Community Services District may have a significant adverse effect on the environment.
5. The Sphere of Influence for the West Patton Village CSD shall be a zero sphere as defined in Option 2 in the Sphere of Influence and Service Review Report adopted on August 11, 2014. A zero SOI signifies LAFCO's anticipation that the WPVCSD will be dissolved through a consolidation and the District's functions will be passed on to another agency. This option also calls for the expansion of HPUD's SOI to include the entirety of WPVCSD, which would indicate that HPUD is the anticipated successor agency that will continue services to the area's residents.
6. That the Sphere of Influence Report including a Sphere of Influence Update Map for the Herlong Public Utility District Sphere of Influence including spheres for both "Utilities" and "Fire and Emergency Services" is hereby adopted and approved as set forth in Exhibit "B".
7. Pursuant to Government Code Section 56425 (i) upon completion of consolidation proceedings and inclusion of territory within the district boundary (between the WPVCSD and HPUD) the Herlong Public Utility District is authorized to provide services as follows:
 - a. Wastewater treatment and collection services; domestic water treatment and distribution services; street lighting and parks and recreation within the territory set forth as the "Utilities Sphere" as shown in Exhibit "B".
 - b. The HPUD is also authorized to provide fire and EMS services in the territory set forth as the "Fire and Emergency Services Sphere" as also shown in Exhibit "B" Other services a Public Utility District may provide as stated in Section 16461 and 16463 of the Public Utilities Code shall require LAFCO approval as a new and different service.
8. This Resolution does not change the District Boundary nor the services provided for either the West Patton Village CSD or the Herlong PUD.

9. The Commission hereby adopts Option 8 (the Herlong PUD and WPVCSD Consolidation Committee's Recommendation to pursue consolidation and reorganization of the two districts). In effect Option 8 would be a combination of Options 2 (zero sphere for West Patton Village CSD), Option 7, (consolidation of service functions of the West Patton Village CSD).

PASSED AND ADOPTED at a regular meeting of the Local Agency Formation Commission of the County of Lassen, State of California, on the 6th day of October 2014, by the following vote:

AYES: -

NOES: -

ABSENT: -

ABSTAIN: -

Todd Eid, Chair
Lassen LAFCo

Attest:

John Benoit, LAFCO Executive Officer
Lassen LAFCO

NOTICE OF EXEMPTION

TO: County Clerk
County of Lassen
Susanville, CA

FROM: Lassen LAFCO
P.O. Box 2694
Granite Bay, CA 95746

PROJECT TITLE: Sphere of Influence Update: *West Patton Village CSD and Herlong Public Utility District*

PROJECT LOCATION: Herlong area in Lassen County

DESCRIPTION OF PROJECT:

The proposed project involves the determination of a Sphere of Influence for the *West Patton Village CSD and Herlong Public Utility Districts* with a zero Sphere of Influence for the West Patton Village and a Sphere of Influence for Fire and EMS and Utilities for the HPUD.

NAME OF PUBLIC AGENCY APPROVING PROJECT:

Lassen Local Agency Formation Commission

NAME OF PERSON OR AGENCY CARRYING OUT THE PROJECT:

Lassen Local Agency Formation Commission

EXEMPT STATUS:

Class 20 Categorical Exemption, "Changes in Organization of Local Agencies," CEQA Guidelines Section 15320, Changes in Organization of Local Agencies and 15061b (3) General Rule Exemption.

REASONS WHY THIS PROJECT IS EXEMPT:

This action is Exempt from the California Environmental Quality Act pursuant to Section 15320 of the CEQA Guidelines (Class 20) as the Sphere of Influence would not result in any change in services being provided and 15061 b (3) whereby this activity is covered by the general rule that CEQA applies only to project which have the potential for causing a significant effect on the environment. Since this Sphere of Influence is only affirming the existing functions within the existing service area, there is no possibility that this activity may have a significant effect on the environment since the service is already provided and no conditions have changed nor could be changed.

CONTACT PERSON:
John Benoit
LAFCO Executive Officer

TELEPHONE NUMBER:
(530) 257-0720

By: _____

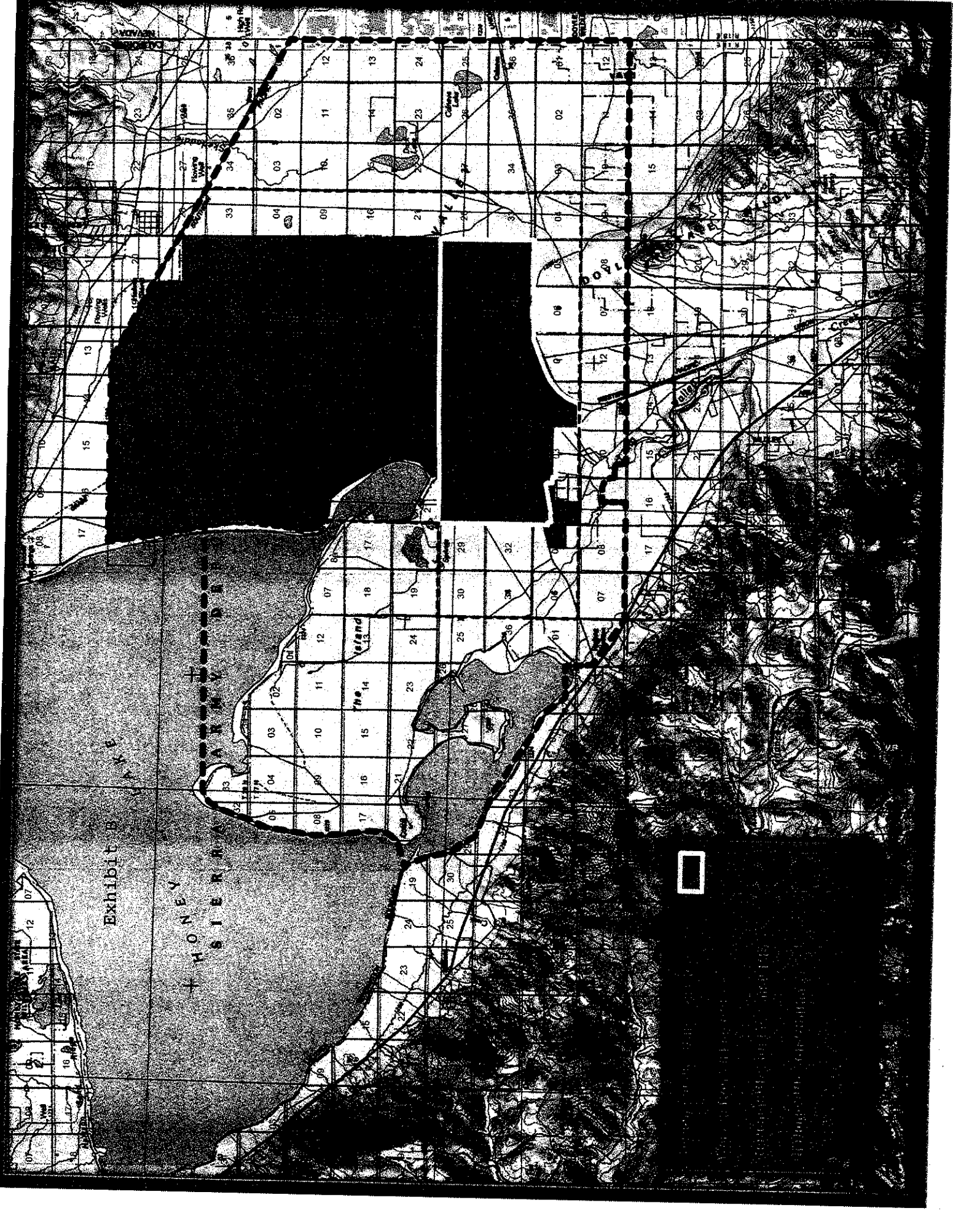
Date: October 6, 2014

Exhibit B

HONEY
SISIERRA

ARMY DE

Island



Lassen Local Agency Formation Commission

#9

CLAIMS Aug 2014 & Sept 2014

Authorize payment of the following claims:

FOR FY 2014-2015:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
Sept 1, 2014	Staff Svcs & Expenses – August 2014	\$ 4,348.89
TOTAL: Aug 2014 Expenses:		\$ 4,348.89
Oct 1, 2014	September 2014 Staff Expenses	\$ 2,478.24
Total September 2014 Expenses		\$ 2,478.24

DATED: Oct 6, 2014

APPROVED: Oct 6, 2014

Todd Eid, Chair or Brian Wilson, Vice-Chair
Lassen Local Agency Formation Commission

Attest:

John Benoit
Executive Officer

2014-2015 Expenditures

Lassen LAFCO

Item	Insurance	Office Expens	copies	Communications	Postage	Memberships	Legal Svcs	Ex. Off. Svcs	Brown Act	Publications	Travel
Account Number	4521	4610	4550	4530	4641	4830	4310	4331	4332	4540	4580
Total Budgeted	\$ 1,000.00	\$ 250.00	\$ 1,000.00	\$ 750.00	\$ 300.00	\$ 769.00	\$ 2,500.00	\$ 30,000.00	\$ 3,500.00	\$ 400.00	\$ 1,500.00
Calafco dues fy 14-15											
Staff Services - MSR July 1-31, 2014			\$ (17.00)	\$ (74.15)				\$ (2,500.00)			
Staff Services - MSR Aug 1-31, 2014			\$ (103.30)	\$ (75.99)	\$ (37.10)			\$ (2,000.00)	\$ (500.00)		
Staff Svcs Sept 1-30, 2014		\$ (10.25)	\$ (6.50)	\$ (76.10)	\$ (5.39)			\$ (2,380.00)			
TOTAL BUDGETED	\$ 1,000.00	\$ 239.75	\$ 873.20	\$ 523.76	\$ 257.51	\$ -	\$ 2,500.00	\$ 23,120.00	\$ 3,000.00	\$ 400.00	\$ 1,500.00
TOTAL REMAINING	\$ 1,000.00	\$ 239.75	\$ 873.20	\$ 523.76	\$ 257.51	\$ -	\$ 2,500.00	\$ 23,120.00	\$ 3,000.00	\$ 400.00	\$ 1,500.00

9/27/2014

John Benoit

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

Invoice number: 2014-0081

Invoice date: 1-Oct-14

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	50.50	Staff Svcs	Aug 1-31, 2014	\$4,132.50
				\$ -

Total activity cost: \$4,132.50

Materials / Other Expenses	Reason / Vendor	Amount
Reproduction Costs	August 11 packet and Herlong MSR	\$103.30
Postage	Mail Aug 11, 2014 Packets	\$37.10
Phone & Communications	Phone Internet and fax	\$ 75.99
Office Supplies		
Travel Exp.		
Herlong MSR and Sphere of Influence	MSR and SOI expenses	

Total materials cost: \$216.39

Total billing: \$4,348.89

TIMESHEET for John Benoit

Lassen LAFCO

August 2014

DATE	DESCRIPTION	TIME	RATE	AMOUNT
1-Aug-14	finish up packets			
2-Aug-14	copy and mail packets			
3-Aug-14				
4-Aug-14	post, website and comm - admin packets for Aug 12, 2014			
5-Aug-14				
6-Aug-14				
7-Aug-14				
8-Aug-14				
9-Aug-14				
10-Aug-14	Meeting prep			
11-Aug-14	LAFCo meeting - In County			
12-Aug-14	misc county and city offices			
13-Aug-14				
14-Aug-14	After meeting misc scanning and comm			
15-Aug-14				
16-Aug-14				
17-Aug-14				
18-Aug-14	maps for Julie B. Fire maps and WPVCSD maps for Pat W.			
19-Aug-14	Coord Ethics training and meeting in Big Valley re: Meyers HC district			
20-Aug-14				
21-Aug-14	Big Valley Fire meeting re Ambulance in FRM			
22-Aug-14				
23-Aug-14				
24-Aug-14	Flyer for Ethics training Coordination with BBK and Cheryl Douglas			
25-Aug-14	Flyer for Ethics training			
26-Aug-14	Maury re reso for CSA #2 Julie B. Maps for districts			
27-Aug-14				
28-Aug-14	Calafco and misc admin			
29-Aug-14				
30-Aug-14				
31-Aug-14				

copy	\$103.30	4.5	\$	382.50
Post	\$37.10	2	\$	170.00
		3	\$	255.00
			\$	-
			\$	-
			\$	-
			\$	-
			\$	-
			\$	-
Front Ph	\$22.96	4	\$	340.00
		8	\$	600.00
		8	\$	600.00
comm	\$20.55	3	\$	255.00
			\$	-
			\$	-
			\$	-
		2.5	\$	212.50
		1.5	\$	127.50
		8	\$	680.00
			\$	-
			\$	-
		1	\$	85.00
		1.5	\$	127.50
		2	\$	170.00
comm	\$32.48		\$	-
		1.5	\$	127.50
			\$	-
			\$	-
			\$	-
			\$	-

INVOICE June 2014

John Benoit

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

Invoice number: 2014-0082

Invoice date: 1-Oct-14

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:

Lafoo Staff	Hours		Start / End Date	Amount
John Benoit	28.00	Staff Svcs	Sept 1-30, 2014	\$2,380.00
				\$ -

Total activity cost: \$2,380.00

Materials / Other Expenses	Reason / Vendor	Amount
Reproduction Costs	Misc	\$6.50
Postage	Ethics Training Brochures post	\$5.39
Phone & Communications	Phone Internet and fax	\$ 76.10
Office Supplies	Webpage Memory	\$10.25
Travel Exp.		

Total materials cost: \$98.24

Total billing: \$ 2,478.24

Lassen LAFCO

September 2014

Date	Description	Quantity	Unit Price	Total Cost
1-Sep-14		-	\$ -	-
2-Sep-14		-	\$ -	-
3-Sep-14	Comm RE HPUD SOI	0.5	\$ 42.50	42.50
4-Sep-14		-	\$ -	-
5-Sep-14		-	\$ -	-
6-Sep-14		-	\$ -	-
7-Sep-14		-	\$ -	-
8-Sep-14	Ethics training email commission and special districts	-	\$ -	-
9-Sep-14	Transmitt Ethics Training brochures to special districts	1	\$ 85.00	85.00
10-Sep-14		2	\$ 170.00	170.00
11-Sep-14	misc comm	-	\$ -	-
12-Sep-14	Revised Application Forms	1	\$ 85.00	85.00
13-Sep-14		5	\$ 425.00	425.00
14-Sep-14		-	\$ -	-
15-Sep-14		-	\$ -	-
16-Sep-14		-	\$ -	-
17-Sep-14		-	\$ -	-
18-Sep-14		-	\$ -	-
19-Sep-14	Herlong SOI	-	\$ -	-
20-Sep-14		-	\$ -	-
21-Sep-14		-	\$ -	-
22-Sep-14		-	\$ -	-
23-Sep-14	HPUD mapping	0.5	\$ 42.50	42.50
24-Sep-14	Reso HPUD SOI and map information	2	\$ 170.00	170.00
25-Sep-14	HPUD SOI info and misc. Review Resolution changes	2.5	\$ 212.50	212.50
26-Sep-14	General Admin and Finances	3.5	\$ 297.50	297.50
27-Sep-14	Memo re: HPUD SOI	3	\$ 255.00	255.00
28-Sep-14	LAFco Packets for October 6th Special meeting	6.5	\$ 552.50	552.50
29-Sep-14		-	\$ -	-
30-Sep-14		-	\$ -	-
1-Oct-14		-	\$ -	-

2014 ETHICS TRAINING

LASSEN LAFCO

Ethics Training (AB 1234) designed for Special District and Local Government Boards and Staff within Lassen County

WHEN: Friday, **October 17, 2014:** 10:00 am until 12:00 noon

WHERE: Veterans Hall at 1204 Main Street, Susanville CA

COST: This training is sponsored by Best Best and Krieger, LLP and Lassen LAFCO with the assistance of Cheryl Douglas, Lassen County Personnel at no cost to local agencies.

It is the goal of the Lassen Local Agency Formation Commission (LAFCO) to sponsor training for special districts and agencies within Lassen County.

The session will cover the Brown Act, the Public Records Act, conflicts of interest, and general ethics principles, and will satisfy your AB 1234 training requirements for this year. Josh Nelson of Best Best and Kreiger will be providing the training.

If you are interested in attending, please RSVP to Cheryl Douglas by email at cdouglas@co.lassen.ca.us or by phone at (530) 251-8320. We will look forward to seeing you.

Please see the attached Memo from Josh Nelson of Best Best and Krieger, LLP for more information.

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TO: LASSEN COUNTY PUBLIC AGENCIES AND OFFICIALS
FROM: BEST BEST & KRIEGER LLP
RE: AB 1234 MANDATORY ETHICS TRAINING REQUIREMENTS

Local elected officials and some public agency employees in California are required to receive at least two hours of training, every two years, in general ethics principles and ethics laws relevant to their public service. (This is sometimes known as AB 1234 training.) For most affected officials and employees, 2014 is a year in which this training is required.

Although this training can be completed online, we have found that receiving the training from a live presenter is helpful, because it allows officials and employees to ask questions and hear the questions and experiences shared by other people. Because we recognize the financial strains currently affecting many public agencies, we would like to invite the officials and employees from every public agency in Lassen County to attend a completely free ethics training session, to be conducted on Friday, October 17, 2014. The training session will be conducted at the Veterans Hall 1204 Main St, Susanville, CA from 10:00 AM until 12:00 noon. The session will cover the Brown Act, the Public Records Act, conflicts of interest, and general ethics principles, and will satisfy your training requirements for this year. Along with the training, we will also provide certificates of participation, all free of charge.

Our firm acts as city attorneys for more than 30 cities in California, general counsel or special counsel for more than 40 special districts, and we have conducted dozens of ethics training sessions, so we should be able to answer most questions you have during the training session.

This training is being offered jointly by Lassen LAFCo, and by our firm. If you are interested in attending, please contact Cheryl Douglas at (530) 251-8320 or email her at cdouglas@co.lassen.ca.us to RSVP. You may also contact me at (916) 325-4000 with any questions, and we will look forward to seeing you.

Josh Nelson
for BEST BEST & KRIEGER LLP
Public Policy & Ethics Group