



INVOICE

DATE: May, 31 2021 **INVOICE #:** 21-235-05
TO: Shasta Local Agency Formation Commission (LAFCo)
PROJECT: LAFCo Planning and Staffing Services for **MAY 2021**

Staffing Services:

Executive Committee and Commission Meetings: Attended and presented agenda materials for Special Commission Meeting on May 6, to consider an out of area water services extension application filed by the City of Anderson. The Igo Ono CSD MSR & SOI Update is also scheduled reviewed and approved at that Meeting. Attended May 26 Executive Committee meeting to prepare for June 3 regular Commission meeting.

Staffing Coordination General Staffing Services, Noticing, and Staff Reports. Advised Bella Vista Water District on LAFCO review of proposed detachment action to be considered by Commission on June 3. Scheduled City of Redding application for wastewater services extension to two residential parcels outside City Boundary for health & safety reasons for June 3 hearing. Prepared Western Shasta RCD MSR SOI Update continuance staff report for June 3 meeting.

FY 2020-21 Municipal Service Reviews (MSR) Sphere of Influence (SOI) Updates:

Presented staff report and Commission Resolution for Igo Ono Community Services District MSR and SOI Update at May 6 hearing. Updated Fall River Valley CSD Draft MSR and SOI Update for District Review.

Application - Fall River Valley Community Services District - Annexation.

Incorporated Plan for Services information, into draft staff report determinations and findings Coordinating annexation with MSR and SOI Update scheduled for August Commission meeting.

Application: Fire Station 47 Water Service Extension:

Distributed and presented agenda materials, including staff report and resolution, for City of Anderson Water Service Extension - Fire Station 47, at May 6 2021 Commission hearing.

Application: Consolidated McArthur-FRM to Fall River Mills FPD Annexation:

Prepared protest proceedings mailing and posting materials for Fall River Mills FPD Annexation, primarily in Shasta County but also extending into Lassen and Modoc Counties. Advised Consolidated District that protest proceeding hearing notice could include information on extension of property-based assessments from Lassen County to annexed territory, to address revenue condition.

Bella Vista Water District Proposed Detachment

Prepared materials, including staff report and resolution, for the Browning's Crossing property, detachment from the BVWD, within the City of Redding incorporated area, to be heard by Commission June 3. City's existing water service infrastructure has capacity to provide water service to subject property with no additional pipeline extension. The BVWD service area detachment will make it possible for the property owner to directly connect to the City of Redding water system.

MAY 2021 COSTS *(see attached spreadsheet for hours and expense itemization)*

TOTAL AMOUNT DUE **\$ 7,841.00**

TEL: (707) 825-8260
 FAX: (707) 825-9181

P.O. Box 4581
 Arcata, CA 95518

planners@planwestpartners.com
 www.planwestpartners.com

Shasta LAFCo Contract Planning Services FY 2020-21 Billing May 2021

Planwest Partners Inc.		Hours and Expenses										Total on Budget	Remaining Budget	
Task	Account	FY 2020-21 Budget	Prior Exp	Principal Planner	Senior Analyst	Assoc/Planner	GIS Analyst	Services Specialist	Admin/Clerk	Ex-Expense	May Total	Total on Budget	Remaining Budget	
														Hourly Rate
MSR/SOI - Review & Analysis													\$17,500.00	\$1,575.50
CDFW Fees	52671											\$0.00	\$0.00	
GIS Services	52675						2.00				\$172.00	\$473.00	\$473.00	
Mileage Reimbursement	52676										\$0.00	\$0.00	\$0.00	
Postage Printing	52677										\$0.00	\$0.00	\$0.00	
Public Hearing Notice	52678										\$0.00	\$0.00	\$0.00	
Office Supplies	52679										\$0.00	\$0.00	\$0.00	
CSA CSD RCD draft MSRS	52680			4.00							\$464.00	\$2,930.00	\$2,930.00	
Staffing Services Planwest Partners Inc.													\$51,500.00	\$8,498.00
General Staffing Services	52006			5.50			3.50				\$939.00	\$2,176.50	\$2,176.50	
Policies & Procedures Update	52006										\$0.00	\$174.00	\$174.00	
Staff Coordination	52006			3.00							\$348.00	\$812.00	\$812.00	
Noticing & Staff Reports	52006			10.00		3.00					\$1,394.00	\$2,923.50	\$2,923.50	
Public Info Requests	52006			2.00							\$232.00	\$232.00	\$232.00	
Budget Preparation	52006										\$0.00	\$0.00	\$0.00	
Commission Meetings	52006			1.50							\$174.00	\$696.00	\$696.00	
Executive Committee Meetings	52006			1.50							\$174.00	\$174.00	\$174.00	
Application Processing /Pre-app review Expenses- EO													\$3,944.00	
App So Shasta Cemetery Dist Consol		\$5,000.00	\$848.00	0.00							\$0.00	\$6,182.00	\$-1,182.00	
App-McArthur-FRM FPD Consol-Annex		\$5,000.00	\$3,006.50	5.00							\$580.00	\$6,948.50	\$-1,948.50	
App - Fall R. Valley CSD Annexation		\$2,500.00		1.50							\$174.00	\$290.00	\$2,210.00	
Fire Sta 47 Water Serv Ext		\$1,600.00		6.50							\$754.00	\$2,552.00	-\$952.00	
BV Water Dist Detach		\$1,600.00		12.50							\$1,450.00	\$1,450.00	\$150.00	
Redding WW Servs Extension		\$1,600.00		8.50							\$986.00	\$986.00	\$614.00	
Total Hours				61.50	0.00	3.00	5.50	0.00	0.00		\$7,841.00	\$28,999.50	\$10,073.50	
Total Costs				\$7,134.00	\$0.00	\$234.00	\$473.00	\$0.00	\$0.00	\$0.00	\$7,841.00	\$28,999.50	\$10,073.50	

No meeting mileage 0mi.@ \$0.58/mi \$0.00



INVOICE

DATE: June 30 2021

INVOICE #: 21-235-06

TO: Shasta Local Agency Formation Commission (LAFCo)

PROJECT: LAFCo Planning and Staffing Services for **JUNE 2021**

Staffing Services:

Executive Committee and Commission Meetings: Attended and presented agenda materials for regular Commission Meeting on June 3. Agenda items included staffing services extension agreement for FY 2021-22, Western Shasta Resource Conservation District MSR & SOI Update Continued from April 1, 2021 meeting, and City of Redding – Sewer Services Extension for health and safety.

Staffing Coordination General Staffing Services, Noticing, and Staff Reports. Coordinated with general counsel on updating application indemnification language, due to recent court case. Updated to proposed voluntary indemnification for Commission consideration at next regular meeting. Responded to Special District inquiry on annexation within SOI. Responded to Public Records Act request for Fire District GIS shapefiles. Responded to City of Redding request to meet with applicant considering annexation.

FY 2020-21 Municipal Service Reviews (MSR) Sphere of Influence (SOI) Updates:

Submitted Fall River Valley CSD Draft MSR and SOI Update for District Review. Reviewed prior files for Centerville and Mountain Gate Community Services District MSR and SOI Updates to be prepared in FY 2021-22. Reviewing City of Redding services data for MSR and SOI Update.

Application - Fall River Valley Community Services District - Annexation.

Prepared draft staff report with determinations and findings for proposed parcel annexations. Received 2020/2021 property tax calculations, in accordance with Revenue and Taxation Code Section 99 (b), from Shasta County Auditor-Controller's Office, provided to all affected taxing entities. Advised District on property tax revenue sharing agreement requirements with Shasta County. District MSR and SOI Update scheduled for August Commission meeting.

Application: Consolidated McArthur-FRM to Fall River Mills FPD:

Advised on financial requirements and setting appropriations date for consolidated board's first budget. Provided Consolidated District with list of remaining Certificate of Completion conditions.

Application: Bella Vista Water District Proposed Detachment

Presented materials, including staff report and resolution, for the Browning's Crossing property, detachment from the BVWD, within the City of Redding incorporated area, for Commission consideration June 3.

Application: City of Redding – Sewer Services Extension

Presented materials, including staff report and resolution, for Commission consideration June 3. City Resolution of Application 2021-053 filed with LAFCo for proposed wastewater service extension to two parcels (APNs 056-040-040 & -041). The City requested wastewater services be extended to parcels located on Hermosa Way, outside of the city boundary and adopted sphere of influence for health and safety reasons.

JUNE 2021 COSTS *(see attached spreadsheet for hours and expense itemization)*

TOTAL AMOUNT DUE

\$ 6,916.50

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Shasta LAFCo Contract Planning Services FY 2020-21 Billing June 2021

Planwest Partners Inc.		Hours and Expenses										Total on Budget	Remaining Budget
Task	Account	FY 2020-21 Budget	Prior Exp	Principal Planner	Senior Analyst	Assoc/Planner	GIS Analyst	Services Specialist	Admin/Clerk	Ex-pense	June Total		
Hourly Rate													
MSR/SOI - Review & Analysis		\$17,500.00									\$1,184.00	\$17,108.50	\$391.50
CDPW Fees	52671										\$0.00	\$0.00	
GIS Services	52675										\$0.00	\$301.00	
Mileage Reimbursement	52676										\$0.00	\$0.00	
Postage Printing	52677										\$0.00	\$0.00	
Public Hearing Notice	52678										\$0.00	\$0.00	
Office Supplies	52679										\$0.00	\$0.00	
CSA CSD RCD draft MSRs	52680			5.50		7.00					\$1,184.00	\$3,650.00	
Staffing Services Planwest Partners Inc.		\$51,500.00									\$4,746.50	\$47,748.50	\$3,751.50
General Staffing Services	52006			14.00							\$1,624.00	\$2,861.50	
Policies & Procedures Update	52006										\$0.00	\$174.00	
Staff Coordination	52006			5.00							\$580.00	\$1,044.00	
Noticing & Staff Reports	52006			9.00		1.75					\$1,180.50	\$2,710.00	
Public Info Requests	52006			8.00							\$928.00	\$928.00	
Budget Preparation	52006										\$0.00	\$0.00	
Commission Meetings	52006			3.00			1.00				\$434.00	\$956.00	
Executive Committee Meetings	52006										\$0.00	\$0.00	
Application Processing /Pre-app review Expenses- EO											\$986.00	\$24,146.50	
App So Shasta Cemetery Dist Consol		\$5,000.00	\$848.00								\$0.00	\$6,182.00	-\$1,182.00
App-McArthur-FRM FPD Consol-Annex		\$5,000.00	\$3,006.50	4.00							\$464.00	\$7,412.50	-\$2,412.50
App - Fall R. Valley CSD Annexation		\$2,500.00		2.00							\$232.00	\$348.00	\$2,152.00
Fire Sta 47 Water Serv Ext		\$1,600.00									\$0.00	\$2,552.00	-\$952.00
BY Water Dist Detach		\$1,600.00		1.00							\$116.00	\$1,566.00	\$34.00
Redding WW Servs Extension		\$1,600.00		1.50							\$174.00	\$1,160.00	\$440.00
Total Hours				53.00	0.00	8.75	1.00	0.00	0.00	0.00			
Total Costs				\$6,148.00	\$0.00	\$682.50	\$86.00	\$0.00	\$0.00	\$0.00	\$6,916.50	\$31,845.00	\$4,143.00

No meeting mileage 0mi.@ \$0.58/mi \$0.00