

LAFCo Fees and Service
Q4 Time Period - April 1, 2018 – June 30, 2018
Journal Detail

Description	Cost	Total Amount Due	Journal Details
County Staff Time and Travel			
John Miller, Senior Planner, Humboldt County Planning and Building	67.25 hrs = 4554.17	\$ 4,554.17	Organization Key = 1100-282 Object =1475
Travel to Miranda for Avenues Fire Co-op planning meetings - March 6, 2018	118 miles at .545/mile	\$ 64.31	Organization Key = 1720289 Object = 9400
Travel to Miranda for Avenues Fire Co-op sub-committee meeting - March 16, 2018	118 miles at .545/mile	\$ 64.31	
Cybelle Immitt, Senior Planner, Humboldt County Public Works, Natural Resources Planning	65.25 hrs. = \$4,113.78	\$ 4,113.78	
LAFCo Fees and Service			
LAFCo Staff	Support from two members of the LAFCo staff team	\$ 8,812.00	Organization Key = 3806000 Object = 631100
Annexation LAFCo Fees	none	-	
TOTAL		17,608.57	



HUMBOLDT COUNTY
PLANNING AND BUILDING DEPARTMENT
 3015 H STREET, EUREKA, CA 95501 ~ PHONE (707) 445-7541

COST REPORT

Cost Report Date 7/5/2018 Begin Date 3/1/2018 End Date 6/30/2018

Budget Code 29910-1401 Fire District Organization

Staff Cost Detail

Edit Table First 100 Previous Next Last All Search Table								
		User	Task Code	Task Note	Hour	Type	User Burden Rate	Charge
User: Jerry von Dohlen								
<input checked="" type="checkbox"/>	4/17/2018	Jerry von Dohlen	GIS Support	CWPP	6	Regular	\$57.83/hour	\$346.98
<input checked="" type="checkbox"/>	4/18/2018	Jerry von Dohlen	GIS Support	CWPP	3	Regular	\$57.83/hour	\$173.49
<input checked="" type="checkbox"/>	4/19/2018	Jerry von Dohlen	GIS Support	CWPP	4	Regular	\$57.83/hour	\$231.32
<input checked="" type="checkbox"/>	4/20/2018	Jerry von Dohlen	GIS Support	CWPP	4	Regular	\$57.83/hour	\$231.32
<input checked="" type="checkbox"/>	4/23/2018	Jerry von Dohlen	GIS Support	CWPP - Mapping	2	Regular	\$57.83/hour	\$115.66
<input checked="" type="checkbox"/>	4/24/2018	Jerry von Dohlen	GIS Support	CWPP - Mapping	4	Regular	\$57.83/hour	\$231.32
<input checked="" type="checkbox"/>	4/25/2018	Jerry von Dohlen	GIS Support	CWPP - Mapping	6	Regular	\$57.83/hour	\$346.98
<input checked="" type="checkbox"/>	6/21/2018	Jerry von Dohlen	GIS Support	Fire District Update	4	Regular	\$57.83/hour	\$231.32
User: John Miller								
<input checked="" type="checkbox"/>	3/1/2018	John Miller	Project Staff Work	property tax worksheets	2.5	Regular	\$67.72/hour	\$169.30
<input checked="" type="checkbox"/>	3/5/2018	John Miller	Project Staff Work	RDFPD revised property tax worksheet	1	Regular	\$67.72/hour	\$67.72
<input checked="" type="checkbox"/>	3/6/2018	John Miller	Meetings	CAO/BOS meeting re property tax exchange and fire service planning	1.5	Regular	\$67.72/hour	\$101.58
<input checked="" type="checkbox"/>	3/6/2018	John Miller	Meetings	AFC meetings and travel	3.5	Regular	\$67.72/hour	\$237.02
<input checked="" type="checkbox"/>	3/8/2018	John Miller	Project Staff Work	mapping and budget work	6.5	Regular	\$67.72/hour	\$440.18
<input checked="" type="checkbox"/>	3/14/2018	John Miller	Meetings	Fire Service Team Call	1	Regular	\$67.72/hour	\$67.72
<input checked="" type="checkbox"/>	3/21/2018	John Miller	Meetings	Fire Service Team Call	2	Regular	\$67.72/hour	\$135.44
<input checked="" type="checkbox"/>	3/21/2018	John Miller	Project Staff Work	budget prep	3	Regular	\$67.72/hour	\$203.16
<input checked="" type="checkbox"/>	3/22/2018	John Miller	Project Staff Work	budget prep	4.5	Regular	\$67.72/hour	\$304.74
<input checked="" type="checkbox"/>	4/4/2018	John Miller	Meetings	Fire Servc Team Call meeting	1	Regular	\$67.72/hour	\$67.72
<input checked="" type="checkbox"/>	4/17/2018	John Miller	Meetings	RDFPD Scotia meeting	2.75	Regular	\$67.72/hour	\$186.23
<input checked="" type="checkbox"/>	4/18/2018	John Miller	Meetings	Fire Service Team calls and follow up with Colette	2.5	Regular	\$67.72/hour	\$169.30
<input checked="" type="checkbox"/>	4/18/2018	John Miller	Project Staff Work	follow up to RDFPD Scotia meeting	1.5	Regular	\$67.72/hour	\$101.58
<input checked="" type="checkbox"/>	5/2/2018	John Miller	Meetings		1	Regular	\$67.72/hour	\$67.72
<input checked="" type="checkbox"/>	5/9/2018	John Miller	Meetings		1	Regular	\$67.72/hour	\$67.72
<input checked="" type="checkbox"/>	5/16/2018	John Miller	Meetings	Fire Service Team calls	1	Regular	\$67.72/hour	\$67.72
<input checked="" type="checkbox"/>	5/16/2018	John Miller	Project Staff Work	Review Kai's proposal and give him a call	0.75	Regular	\$67.72/hour	\$50.79

+	5/17/2018	John Miller	Project Staff Work	work on RDFPD tax work sheet to add TRA data	1.25	Regular	\$67.72/hour	\$84.65
+	5/23/2018	John Miller	Meetings	Fire Service Team calls	1	Regular	\$67.72/hour	\$67.72
+	5/23/2018	John Miller	Project Staff Work	input to LAFCo on contracts for fire servcie	1	Regular	\$67.72/hour	\$67.72
+	5/31/2018	John Miller	Meetings	Fire Service Team calls	1	Regular	\$67.72/hour	\$67.72
+	6/1/2018	John Miller	Meetings	All things fire related meeting at Amy's office	1	Regular	\$67.72/hour	\$67.72
+	6/6/2018	John Miller	Meetings	Fire Service Team calls	1	Regular	\$67.72/hour	\$67.72
+	6/7/2018	John Miller	Meetings	Arcata FPD Impact Fee Discussion	0.5	Regular	\$67.72/hour	\$33.86
+	6/13/2018	John Miller	Meetings	fire Scs team call	1	Regular	\$67.72/hour	\$67.72
+	6/14/2018	John Miller	Project Staff Work	RD revenue spread sheet	1.75	Regular	\$67.72/hour	\$118.51
+	6/15/2018	John Miller	Project Staff Work	property tax spread sheet	4.5	Regular	\$67.72/hour	\$304.74
+	6/18/2018	John Miller	Meetings	BOS report re property tax/revenue	1	Regular	\$67.72/hour	\$67.72
+	6/19/2018	John Miller	Project Staff Work	BOS staff report prep	6.25	Regular	\$67.72/hour	\$423.25
+	6/20/2018	John Miller	Meetings	Fire Service Team calls	1	Regular	\$67.72/hour	\$67.72
+	6/20/2018	John Miller	Project Staff Work	HBAP policy review	2	Regular	\$67.72/hour	\$135.44
+	6/26/2018	John Miller	Project Staff Work	RDFPD property tax spreadsheet	1.75	Regular	\$67.72/hour	\$118.51
+	6/27/2018	John Miller	Meetings	Fire Service Team calls	1	Regular	\$67.72/hour	\$67.72
+	6/28/2018	John Miller	Project Staff Work	BOS staff report review	1.5	Regular	\$67.72/hour	\$101.58
+	6/28/2018	John Miller	Project Staff Work	CWPP text edits	1.75	Regular	\$67.72/hour	\$118.51
Total:					100.25			\$6,462.56

[Edit Table](#)
[First 100](#) | [Previous](#) | [Next](#) | [Last](#) | [All](#) | [Search Table](#)

Staff Cost Summary

User	User Burden Rate	Total Charge
Jerry von Dohlen	\$57.83/hour	\$1,908.39
John Miller	\$67.72/hour	\$4,554.17
Total Charge		\$6,462.56

Total for John Miller = \$4,554.17

Humboldt County
Department of Public Works
Cost Accounting Management System
Timecard Distribution Multi-Year

Detail Report by Project (W/ Lead Elmnts), Act Cd (W/ Divsn), Employee No
Run Date: 07/27/2018 02:26:15pm By: JC
Fiscal Year: 2018

Selection Criteria

Select Project
289-760801Z

Select Date
04/01/18~06/30/18

Date	Fiscal Year	Reg Hrs	O/T Hrs	Labor Charge	Ovrhd Charge	Proj Admin Chgs	Total Charge
289	(Project (W/ Lead Elmnts))	DEPARTMENT: Economic Development-Natural Res.					
760801Z	PROJECT NO: Title 3 Assessment District Formation Meas Z						
0017	(Act Cd (W/ Divsn))	DIVISION: Natural Resources-Planning					
000009	ACTIVITY: Fire Planning-Measure Z						
I8689	EMPLOYEE NO: Immitt, Cybelle						
04/07/2018	2018	3.00	0.00	189.14	0.00	0.00	189.14
04/14/2018	2018	2.00	0.00	126.09	0.00	0.00	126.09
04/21/2018	2018	4.00	0.00	252.19	0.00	0.00	252.19
04/28/2018	2018	9.00	0.00	567.42	0.00	0.00	567.42
05/05/2018	2018	3.00	0.00	189.14	0.00	0.00	189.14
05/12/2018	2018	3.00	0.00	189.14	0.00	0.00	189.14
05/19/2018	2018	8.50	0.00	535.89	0.00	0.00	535.89
05/26/2018	2018	3.50	0.00	220.66	0.00	0.00	220.66
06/02/2018	2018	6.00	0.00	378.28	0.00	0.00	378.28
06/09/2018	2018	4.50	0.00	283.71	0.00	0.00	283.71
06/16/2018	2018	3.00	0.00	189.14	0.00	0.00	189.14
06/23/2018	2018	9.50	0.00	598.94	0.00	0.00	598.94
06/30/2018	2018	6.25	0.00	394.04	0.00	0.00	394.04
	* I8689 Subtotal	65.25	0.00	4,113.78	0.00	0.00	4,113.78
	** 000009 Subtotal	65.25	0.00	4,113.78	0.00	0.00	4,113.78
	*** 0017 Subtotal	65.25	0.00	4,113.78	0.00	0.00	4,113.78
	**** 760801Z Subtotal	65.25	0.00	4,113.78	0.00	0.00	4,113.78
	***** 289 Subtotal	65.25	0.00	4,113.78	0.00	0.00	4,113.78
	***** Grand Total	65.25	0.00	4,113.78	0.00	0.00	4,113.78

Vendor# 1100049
 Claimants Name Cybelle Immitt
 Claimants Address PW

Invoice# 0306TO031618CI
 Dept Public Works - Natural Resources
 Purpose Measure Z Fire Meetings

Date 6.18.18
 Budget _____
 Item(s) [1720289][2125]

Date(s) of Travel	Location and time of Departure and Return		Transportation (Select One)					Meals/Per Diem			Lodging	Other Expenses		Total Daily Expenses
			County Car/Other		Private Car			*receipts not required for per diem				Please provide receipts		
			Time	Location	Please list type of transportation used	Amount	Miles @ .535	Rate	Amount	Breakfast \$10	Lunch \$13	Dinner \$21	Amount	
3.6.18	5:00 leave Eureka 8:30 Leave Miranda	Round trip from Eureka to Miranda and back	Personal Vehicle		118	0.545	64.31							64.31
3.16.18	5:00 leave Eureka 8:30 Leave Miranda	Round trip from Eureka to Miranda and back	Personal Vehicle		118	0.545	64.31							64.31
														0.00
														0.00
							0.00							0.00
							0.00							0.00
							0.00							0.00
							0.00							0.00
							0.00							0.00
							0.00							0.00
Sub Total				0.00			64.31	0.00	0.00	0.00	0.00			0.00

0.00 128.62
 Less Advance: _____
Total 128.62

This claim includes transportation for : Cybelle Immitt use of personal vehicle to transport planning team to Avenues Coop fire district planning meetings
 Other notes/explanations: Post to 289-760801Z

The travel expenses listed above were expended by me and were necessary in accordance with the Travel Policy of Humboldt County. The undersigned, under penalty of perjury, states that the items listed on the above claim are true and correct, that the amounts are properly due this claimant, that no items have been previously paid, and that the claim is being presented within one year of when the expenses were incurred.



 Claimant

 Department Head



1125 16th Street, Suite 202, Arcata, CA 95521
 (707) 445-7508 / (707) 825-9181 fax
 www.humboldtlafo.org

DATE: July 3, 2018
TO: Dale Unea, Humboldt County Fire Chiefs Association
FROM: Colette Metz, Executive Officer
SUBJECT: **Cost Accounting and Summary for Measure Z Fire Services Coordination Efforts (Time Period April 1, 2018 – June 30, 2018)**

In recognition of the growing need to address the gap between local jurisdictional boundaries and where services are being demanded, as well as the lack of revenue to support increasing demand, the Humboldt County Fire Chiefs Association worked with County staff to include a planning component in their 2015-16, 2016-17 and 2017-18 Measure Z applications.

LAFCo staff's costs associated with fire services planning efforts for the fourth quarter of fiscal year 2017-18 are described below.

	Description	Cost
April 2018	Continued coordination with fire services team via weekly conference calls. Reviewed considerations for the development of a fire services coordination support structure in Southern Humboldt. Reviewed policy considerations for property tax exchange processes. Began researching Impact Fee options for the Arcata FPD. Facilitated meeting #1 with Rio Dell Fire and Town of Scotia Company representatives on April 17 th . Participated in conference call with Measure Z Fire Chiefs' Committee on April 23 rd to provide a planning status report and ask for input on the balance of Measure Z planning allocation for the fiscal year. Assisted with meeting agenda and documents preparation, meeting recording, and group notes transcription.	\$2,831.00
May 2018	Continued coordination with fire services team via weekly conference calls. Participated in conference call on May 14 th to discuss considerations for the development of a fire services coordination support structure in Southern Humboldt. Continued to discuss/research policy considerations for property tax exchange process. Continued efforts to re-establish County Fire Services Ad Hoc Committee with fire services representatives, including Southern Humboldt representative. Coordinated with Rio Dell and Scotia Fire representatives to develop draft budget materials. Rescheduled Rio Dell/Scotia Meeting #2 for June.	\$1,376.00
June 2018	Continued coordination with fire services team via weekly conference calls. Continued to develop policy options for property tax exchange process. Began preparing an Impact Fee outline document for Arcata Fire. Researched the appropriate cost allocation approach based on the service population and began compiling necessary data in coordination with Arcata Fire Chief.	\$4,605.00

Description	Cost
Facilitated meeting #2 with Rio Dell Fire and Town of Scotia Company representatives on June 26 th . Prepared preliminary draft budget for annexation in coordination with Rio Dell Fire Chief. Assisted with meeting agenda and documents preparation, meeting recording, and group notes transcription.	
TOTAL COST	\$8,812.00

A payment of \$8,812.00 is requested to cover LAFCo staff's costs. A journal transfer can be made by using our trust fund (3806000) and revenue account (631100). Should you have any questions, please don't hesitate to contact LAFCo staff at 707-445-7508.