

# SHASTA LAFCO

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## **Report to the Shasta Local Agency Formation Commission**

**From: Jan Lopez, Executive Officer**

**Meeting Date: January 9, 2013**  
**Agenda Item #: 11.a. (2)**  
**Subject: Operations Report *(Information Only)***

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### **Background and Discussion**

Through effective reorganization of our work areas, we have been able to more fully utilize the current office facility, with active work stations in three of the four rooms. We also have a new landlord who is very easy to work with, and previous issues about the utilities should now be resolved.

The first two months of this project have been intensely focused on understanding where we are and where we need to go, not only with setting up an achievable program for the MSR/SOI Update Studies, but also in coordinating our regular administrative tasks. This transition period is almost concluded and we are now more focused on establishing a smooth system of operations.

Future months will see increasingly accurate and useful reports and increase collaboration with staff, vendors, and our local agencies.

### **Conclusions and Recommendations**

Update only. No action required.