

Corkey Harmon
County Member

Chris Kelstrom
County Member

Allen Long
County Member Alternate

Susie Baugh
City Member

Mike Littau
City Member

Pam Morgan
City Member Alternate



Fred Ryness
Special District Member

Ronnean Lund
Special District Member

Rosemary Smith
Special District Alternate

Larry Russell
Public Member

Michael Spencer
Public Member Alternate

REGULAR COMMISSION MEETING

Thursday, June 5, 2025 at 9:00 a.m.
City of Anderson Council Chambers
1887 Howard St, Anderson CA 96007

DRAFT MEETING MINUTES

1. CALL TO ORDER

Chair Russell called meeting to order at 9:00 a.m. at the City of Anderson Council Chambers

a. Roll Call

Present: Chair Russell; Commissioners Harmon*, Kelstrom, Baugh, Ryness, and Lund;
Alternate Commissioners Smith and Spencer

*Arrived and seated as a voting member at 9:26 a.m.

Absent: Commissioner Littau; Alternate Commissioners Long and Morgan

Staff Present: Executive Officer Krystle Broгна; Clerk Amber Chung; Legal Counsel Jim Underwood

b. Pledge of Allegiance

2. PUBLIC COMMENT

No public comment was provided.

3. AGENDA ADOPTION

a. Agenda - Additions/ Changes

b. Business/Campaign Conflict Disclosures

No changes were made to the agenda or disclosures made.

Motion Baugh/ Kelstrom to adopt the agenda. Motion passed by 5-0-0 voice vote.

4. SPECIAL PRESENTATIONS

a. Shasta Mosquito and Vector Control District

The Commission received a presentation from Darcy Little, District Manager, and Jenna Misener, Public Education Officer, with the Shasta Mosquito and Vector Control District (SMVCD). The presentation included information on the District's history, management practices, educational campaigns, and outreach events. Commissioners asked clarifying questions and provided anecdotes on their experiences with mosquitos and vectors within Shasta County.

5. CONSENT CALENDAR

- a. April 3, 2025 Draft Meeting Minutes
- b. March – April 2025 Financial Summary

Motion Lund/ Baugh to approve the consent calendar. Motion passed by a 6-0-0 voice vote.

6. ITEMS PULLED FROM CONSENT CALENDAR - NONE

7. CORRESPONDENCE

- a. CALAFCO Board Retreat Summary Report

Executive Officer Brogna introduced a report that CALAFCO sent to all member LAFCOs, summarizing the work the CALAFCO Board of Directors and Regional Officers had done at a planning retreat held in March 2025. Executive Officer Brogna also noted that she attended a recent Northern Region CALAFCO meeting where attendees discussed the best path forward with CALAFCO.

8. SCHEDULED PUBLIC HEARINGS

- a. CSA #1 – Shasta County Fire Department Municipal Service Review and Sphere of Influence Update

The Commission continued the public hearing from the April Commission meeting. No additional Commission or public comments were given. The public hearing was closed.

Motion Kelstrom/ Ryness to adopt Resolution 2025-02 to approve the Municipal Service Review and Sphere of Influence Update for CSA #1. Motion passed by a 6-0-0 voice vote.

- b. Final Budget for Fiscal Year 2025-26

Executive Officer Brogna introduced the staff report for the Final FY2025-26 budget and provided a brief overview of planned revenues and expenses. She noted that there had only been one change from the proposed budget - a correction of an error that resulted in the budget not appearing balanced. The Commission discussed whether or not it wanted to continue with its CALAFCO membership. The Commission opened the public hearing. Beverly Fickes from Clear Creek Community Services District requested that the \$50,000 annual allocation for the Commission's CalPERS balance be used to decrease member contributions when the CalPERS balance is paid off in two years. No further comment was received and the public hearing was closed.

Motion Baugh/ Kelstrom to adopt Resolution 2025-03 to approve the final FY2025-26 budget as provided in the staff report. Motion passed by a 5-1-0 voice vote with Commissioner Lund abstaining.

9. BUSINESS ITEMS

- a. Discussion of Letter Requesting Change of Composition for Shasta LAFCO

Executive Officer Brogna introduced the staff report, summarizing the work that had been done to date regarding altering the composition of Shasta LAFCO. The Commission held discussion.

Motion Kelstrom/ Baugh to authorize Legal Counsel to draft revisions to the proposed special legislation language and bring a revised copy of the letter to the next Commission meeting for review. Motion passed by a 6-0-0 voice vote.

b. Options for Banking Services

Executive Officer Brogna introduced the staff report, noting the various options for banking services. The Commission held discussion on the various options including the pros and cons of utilizing a more local bank.

Motion Kelstrom/ Baugh to adopt Resolution 2025-04 to approve the establishment of new banking accounts with Tri Counties Bank and authorize the Executive Officer to close accounts with US Bank. Motion passed by a 6-0-0 voice vote.

c. FY 2025-26 Professional Services Contracts

Executive Officer Brogna introduced the staff report and provided a brief overview of the proposed contracts for legal services with Jim Underwood and staffing services with Planwest Partners. The Commission asked clarifying questions and held discussion.

Motion Baugh/ Kelstrom to approve the contracts for Underwood Law Offices, P.C. and Planwest Partners, Inc. for FY 2025-26. Motion passed by a 6-0-0 voice vote.

10. **EXECUTIVE OFFICER REPORT**

a. Status of Municipal Service Review/Sphere of Influence Update Preparations

Executive Officer Brogna introduced the staff report and explained that the Burney FPD MSR/SOI Update will be noticed as part of a public hearing at the next Commission meeting. She also explained that there are a few agencies with outstanding MSR/SOI Updates; Commissioners Harmon and Lund said they will forward contact information for Tucker Oaks Water District.

b. Status of Current and Future Applications

Executive Officer Brogna introduced the staff report and provided an update on the current status of a proposed annexation for CSA #8. The Board of Supervisors recently denied the applicant's request for a zoning change so the applicant will be reassessing their options for development. There were no Commissioner questions or comments.

11. **CLOSED SESSION - NONE**

12. **COMMISSIONER ANNOUNCEMENTS**

Commissioner Lund requested that Executive Officer Brogna share the results of the office closure with the Commission.

13. **STAFF ANNOUNCEMENTS**

Executive Officer Brogna commented that the office closure went well, and member agencies took a majority of the items. She explained that the remaining items would be taken to the storage unit. The office was cleaned out and keys will be returned to the leasing office.

14. **ADJOURNMENT - 10:25 AM**