

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

EXECUTIVE COMMITTEE MEETING

Wednesday, July 23, 2025 at 2:00 p.m.
1274 Court Street, Redding, CA 96001

ADOPTED MEETING MINUTES

1. CALL TO ORDER

Chairman Russell called meeting to order at 2:02 p.m. at the Underwood Law Offices P.C. Conference Room, 1274 Court Street, Redding, CA 96001

a. Roll Call

Present: Chair Russell; Commissioners Baugh and Ryness

Absent: None

Staff Present: Executive Officer Krystle Brogna (phone); Clerk Amber Chung (phone); Legal Counsel Jim Underwood

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 and no disclosures were made.

Motion Russell/ Baugh to adopt the agenda. Motion passed by 3-0-0 voice vote.

4. BUSINESS ITEMS (POTENTIAL ACTION)

- a. Adopt Executive Committee Meeting Minutes from May 14, 2025

Commissioners reviewed the May 14, 2025, Executive Committee meeting minutes.

Motion Baugh/ Ryness to adopt the meeting minutes from the May 14, 2025, Executive Committee meeting. Motion passed by 3-0-0 voice vote.

- b. Bank Statements: May and June 2025

EO Brogna explained that the US Bank account will be closed once the account with Tri Counties bank is formally established. She also noted recent activity on the bank statements including a refund from US Bank and deposits for FY 25-26 member contributions. Commissioners reviewed the bank statements and asked clarifying questions about charges. No action was taken.

c. Planwest Invoices: May and June 2025

EO Brogna informed the Committee that Planwest went slightly over budget, waived a majority of hours, but would require a budget amendment at the next Commission meeting to cover costs associated with unexpected work that occurred during the fiscal year. Commissioners discussed the remaining balance on CalPERS payments.

Motion Baugh/ Ryness to approve the Planwest Partners invoices for May and June 2025. Motion passed by 3-0-0 voice vote.

d. Contract Accounting Services

EO Brogna introduced the item and explained the importance of hiring assistance with reconciling LAFCO's financials. Commissioners confirmed that EO Brogna felt confident in the proposed bookkeeper's abilities.

Motion Baugh/ Ryness to authorize entering into an agreement with Katie Wheeler for on-call bookkeeping services pending full Commission approval. Motion passed by a 3-0-0 voice vote.

e. August 7, 2025 Regular Commission Meeting Agenda

EO Brogna explained that there was one other item that needed to be added to the agenda clarifying how commissioners are appointed. Commissioners reviewed and provided comment on the draft August 7, 2025, Regular Commission meeting agenda. Commissioners and legal counsel discussed proposed agenda item 9.d regarding the updated language to a special legislation request. No action was taken.

5. INFORMATIONAL ITEMS

a. CALAFCO Update

EO Brogna provided an update on the current transition happening with CALAFCO, updating the Committee on the 6-9 month action plan. It was also noted that EO Brogna recently attended the first CALAFCO U session, board nominations are coming up, and that the Annual Conference is coming up in October.

b. Status of Current and Future Applications

Commissioners received an informational report from EO Brogna on the status of current and future applications. The only active application on file is for CSA #8 - Palo Cedro. There has been no communication from the applicant in several months. Commissioners discussed the letter from CSA #1 indicating that they will no longer be staffing the fire station in the Cassel area.

c. Status of Municipal Service Review/Sphere of Influence Updates

Commissioners received an information report from EO Brogna on the status of MSR/SOI Updates and asked clarifying questions. Staff is working on an MSR covering multiple CSAs and an MSR for Anderson FPD. She explained that staff would be holding work on the FRV FPD MSR until January.

6. COMMISSIONER COMMENTS

No commissioner comments.

7. MEETING ADJOURNMENT - 2:34 PM