

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

Thursday, November 20, 2025 at 10:00 a.m.
1274 Court Street, Redding, CA 96001

Teleconference: (267) 807-9605
Access Code: 737919#

AGENDA

1. CALL TO ORDER

- a. Roll Call

2. PUBLIC COMMENT

Members of the public are invited to address the Commission at this time regarding any item not scheduled for discussion as part of this agenda, and that is within the jurisdiction of LAFCO. Comments may be limited to three (3) minutes per person. No action will be taken by the Commission at this meeting as a result of items presented at this time.

3. AGENDA ADOPTION

- a. Agenda - Additions/ Changes
- b. Business/ Campaign Conflict Disclosures

Note: Only the following additions/changes are permitted: (1) to change the order of noticed agenda items, (2) determine to continue or not consider a noticed agenda item, or (3) discussion/action on an item not appearing on the posted agenda if a defined statutory emergency situation is determined to exist by majority vote (G.C. 56954.2(b)(1) and G.C. 54956.5).

4. BUSINESS ITEMS (POTENTIAL ACTION)

- a. Adopt Executive Committee Meeting Minutes from September 23, 2025
- b. Bank Statements: September & October 2025
- c. Planwest Partners Invoices: September & October 2025
- d. December 4, 2025 Regular Commission Meeting Agenda

5. INFORMATIONAL ITEMS

- a. Status of Current and Future Applications
- b. Status of Municipal Service Review/ Sphere of Influence Updates

6. COMMISSIONER COMMENTS

7. MEETING ADJOURNMENT

SHASTA LAFCO

If you choose not to observe the LAFCo meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 5:00 p.m. the day prior to the meeting. Please submit your comment to krystle@shastalafco.org. Your comment will be placed into the record at the LAFCo meeting.

Notice:

This agenda has been posted at least 72 hours prior to the meeting in a location freely accessible to members of the public, in accordance with the Brown Act. The full agenda packet (including staff reports) is also available on the LAFCO website at www.shastalafco.org.

For items appearing on the agenda, the public is invited to make comments at the time the item comes up for consideration by the Commission. The Chair will call for public comment as each item is heard by the Commission. For items not appearing on the agenda, the public is invited to make comments during the Public Comment period for non-agenda items. All speakers are invited to state their names but are not required to do so. If you wish to submit written material at the meeting, please supply 10 copies.

FPPC - Notice to All Parties and Participants in LAFCO Proceedings:

State law requires that a participant in LAFCo proceedings who has a financial interest in the decision and who has made a campaign contribution to any Commissioner in the past year must disclose the contribution. If you are affected, please notify LAFCo staff before the hearing.

Americans with Disabilities Act:

Commission meetings are held in a wheelchair accessible facility. Individuals requiring special accommodation to participate in this meeting are requested to contact the LAFCO representatives at (707) 825-8260. Notification 48 hours prior to the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to this meeting.

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Michael Spencer
Public Member Alternate

EXECUTIVE COMMITTEE MEETING

Tuesday, September 23, 2025 at 10:00 a.m.
1274 Court Street, Redding, CA 96001

DRAFT MEETING MINUTES

1. CALL TO ORDER

Chairman Russell called meeting to order at 10:00 a.m. at the Underwood Law Offices P.C. Conference Room, 1274 Court Street, Redding, CA 96001.

a. Roll Call

Present: Chair Russell; Commissioner Baugh

Absent: Commissioner Ryness

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 Baugh/ Russell to adopt the agenda. Motion passed by 2-0-0 voice vote.

4. BUSINESS ITEMS (POTENTIAL ACTION)

- a. Adopt Executive Committee Meeting Minutes from July 23, 2025

Commissioners reviewed the July 23, 2025, Executive Committee meeting minutes.

Motion Baugh/ Russell to adopt the meeting minutes from the July 23, 2025, Executive Committee meeting. Motion passed by 2-0-0 voice vote.

- b. Bank Statements: July and August 2025

EO Brogna noted recent activity on the bank statements including that all deposits for FY 25-26 member contributions had been received. Commissioners reviewed the bank statements and inquired about the status of the account with US Bank. EO Brogna explained that we still have an active account with US Bank for now until it's determined whether payroll for previous employees had been conducted through US Bank or an alternate vendor. No action was taken.

c. Planwest Invoices: July and August 2025

EO Brogna explained that these are routine invoices, noting that MSR work has picked up again now that we are in a new fiscal year.

Motion Baugh/Russell to approve the Planwest Partners invoices for July and August 2025. Motion passed by 2-0-0 voice vote.

d. October 7, 2025 Regular Commission Meeting Agenda

EO Brogna explained that there was one other item that needed to be added to the agenda covering IT services moving forward. Commissioners reviewed and provided comment on the draft October 7, 2025, Regular Commission meeting agenda. Commissioners directed staff to reach out to local agencies in the Fall River Valley area to see if anyone would like to provide a presentation to the Commission.

Motion Baugh/Russell to approve the October 7, 2025, Regular Commission Meeting Agenda. Motion passed by a 2-0-0 voice vote.

5. INFORMATIONAL ITEMS

a. CALAFCO Update

EO Brogna noted that Commissioners Baugh and Lund would be attending the Annual Conference in October and that Commissioner Kelstrom's nomination packet for a Northern Region Seat on the CALAFCO Board of Directors has been submitted. EO Brogna also said that she was requested to join the Legislative Committee and has accepted; she will formally be on the Committee beginning in January 2026. It was also noted that Sonoma LAFCo has decided not to renew their membership.

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.

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

Commissioners received an informational report from EO Brogna on the status of MSR/SOI Updates and asked clarifying questions. Staff is working on an MSR covering multiple CSAs, an MSR for Anderson FPD, and will be beginning work on an MSR to dissolve CSA #4. She explained that staff would be holding work on the FRV FPD MSR until the District has capacity to participate in the process. Commissioners discussed the Anderson FPD MSR/SOI Update and how to best involve the District in the process.

6. COMMISSIONER COMMENTS

Commissioner Baugh noted that she is looking forward to attending the CALAFCO Annual Conference.

Chair Russell said there was a picnic in Anderson for Labor Day with approximately 700 attendees.

7. MEETING ADJOURNMENT - 10:36 A.M.



P.O. Box 1800
Saint Paul, Minnesota 55101-0800

3843 TRN S Y ST01

106481543436681 U



SHASTA LOCAL AGENCY FORMATION
COMMISSION
999 MISSION DE ORO DR STE 106
REDDING CA 96003-3861

Business Statement

Account Number:

Statement Period:

Sep 2, 2025

through

Sep 30, 2025

Page 1 of 1



To Contact U.S. Bank

Commercial Customer

Service:

877-295-2509

U.S. Bank accepts Relay Calls

Internet:

usbank.com

SILVER BUSINESS CHECKING

U.S. Bank National Association

Member FDIC

Account Number

Account Summary

| | # Items | | |
|---------------------------------------|---------|-----------|------------------|
| Beginning Balance on Sep 2 | | \$ | 32,120.09 |
| Other Withdrawals | 1 | | 27.00- |
| Ending Balance on Sep 30, 2025 | | \$ | 32,093.09 |

Other Withdrawals

| Date | Description of Transaction | Ref Number | Amount |
|--------------------------------|----------------------------|------------|------------------|
| Sep 15 | Analysis Service Charge | 1500000000 | \$ 27.00- |
| Total Other Withdrawals | | | \$ 27.00- |

Balance Summary

| Date | Ending Balance |
|--------|----------------|
| Sep 15 | 32,093.09 |

Balances only appear for days reflecting change.

ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: August 2025

| | | | |
|-------------------------------------|--|----|-------|
| Account Number: | | \$ | 27.00 |
| Analysis Service Charge assessed to | | \$ | 27.00 |

Service Activity Detail for Account Number

| Service | Volume | Avg Unit Price | Total Charge |
|--|--------|----------------|--------------|
| Depository Services | | | |
| Combined Transactions/Items | 1 | | No Charge |
| Subtotal: Depository Services | | | 0.00 |
| SinglePoint | | | |
| SPE Pday Det & Sum Mo Maint | 1 | 15.00000 | 15.00 |
| SPE Token Mo Maintenance | 1 | | No Charge |
| SPE ACH Mo Maintenance | 1 | 12.00000 | 12.00 |
| SP Image Access Mo Maint | 1 | | No Charge |
| SPE Ext Messaging Mo Maint | 1 | | No Charge |
| Subtotal: SinglePoint | | | 27.00 |
| Fee Based Service Charges for Account Number | | \$ | 27.00 |

Products and services available in U.S. only. Eligibility requirements and restrictions apply. For additional information, contact a U.S. Bank branch or call 800-872-2657.



BALANCE YOUR ACCOUNT

To keep track of all your transactions, you should balance your account every month. Please examine this statement immediately. We will assume that the balance and transactions shown are correct unless you notify us of an error.

Outstanding Deposits

| DATE | AMOUNT |
|-------|--------|
| | |
| | |
| | |
| TOTAL | \$ |

Outstanding Withdrawals

| DATE | AMOUNT |
|-------|--------|
| | |
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| | |
| TOTAL | \$ |

1. List any deposits that do not appear on your statement in the Outstanding Deposits section at the left. Record the total.
2. Check off in your checkbook register all checks, withdrawals (including Debit Card and ATM) and automatic payments that appear on your statement. Withdrawals that are NOT checked off should be recorded in the Outstanding Withdrawals section at the left. Record the total.
3. Enter the ending balance shown on this statement. \$ _____
4. Enter the total deposits recorded in the Outstanding Deposits section. \$ _____
5. Total lines 3 and 4. \$ _____
6. Enter the total withdrawals recorded in the Outstanding Withdrawals section. \$ _____
7. Subtract line 6 from line 5. This is your balance. \$ _____
8. Enter in your register and subtract from your register balance any checks, withdrawals or other debits (including fees, if any) that appear on your statement but have not been recorded in your register.
9. Enter in your register and add to your register balance any deposits or other credits (including interest, if any) that appear in your statement but have not been recorded in your register.
10. The balance in your register should be the same as the balance shown in #7. If it does not match, review and check all figures used, and check the addition and subtraction in your register. If necessary, review and balance your statement from the previous month.

IMPORTANT DISCLOSURES TO OUR CONSUMER CUSTOMERS

In Case of Errors or Questions About Your Checking, Savings, ATM, Debit Card, ACH, Bill Pay and Other Electronic Transfers

If you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt, we must hear from you no later than 60 days* after we sent you the FIRST statement on which the error or problem appeared. Telephone us at the number listed on the front of this statement or write to us at U.S. Bank, EP-MN-WS5D, 60 Livingston Ave., St. Paul, MN 55107.

- Tell us your name and account number.
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, we may take up to 45 days to investigate your complaint. For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

*Please note: Paper draft and paper check claims must be disputed within 30 days per Your Deposit Account Agreement.

IMPORTANT DISCLOSURES TO OUR BUSINESS CUSTOMERS

Errors related to any transaction on a business account will be governed by any agreement between us and/or all applicable rules and regulations governing such transactions, including the rules of the National Automated Clearing House Association (NACHA Rules) as may be amended from time to time. If you think this statement is wrong, please telephone us at the number listed on the front of this statement immediately.

CONSUMER BILLING RIGHTS SUMMARY REGARDING YOUR RESERVE LINE

What To Do If You Think You Find A Mistake on Your Statement

If you think there is an error on your statement, write to us at:

U.S. Bank, P.O. Box 3528, Oshkosh, WI 54903-3528.

In your letter, give us the following information:

- **Account information:** Your name and account number.
- **Dollar Amount:** The dollar amount of the suspected error.
- **Description of problem:** If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement.

You must notify us of any potential errors *in writing*. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

Reserve Line Balance Computation Method: To determine your **Balance Subject to Interest Rate**, use the dates and balances provided in the Reserve Line Balance Summary section. The date next to the first Balance Subject to Interest is day one for that balance and is applicable up to (but not including) the date of the next balance (if there is one). We multiply the Balance Subject to Interest by the number of days it is applicable and add them up to get the same number of days in the billing cycle. We then divide the result by the number of billing days in the cycle. This is your **Balance Subject to Interest Rate**. Any unpaid interest charges and unpaid fees are not included in the Balance Subject to Interest. The ***INTEREST CHARGE*** begins from the date of each advance.

REPORTS TO AND FROM CREDIT BUREAUS FOR RESERVE LINES

We may report information about your account to credit bureaus. Late payments, missed payments or other defaults on your account may be reflected in your credit report.

CONSUMER REPORT DISPUTES

We may report information about account activity on consumer and small business deposit accounts and consumer reserve lines to Consumer Reporting Agencies (CRA). As a result, this may prevent you from obtaining services at other financial institutions. If you believe we have inaccurately reported information to a CRA, you may submit a dispute by calling 844.624.8230 or by writing to: U.S. Bank Attn: Consumer Bureau Dispute Handling (CBDH), P.O. Box 3447, Oshkosh, WI 54903-3447. In order for us to assist you with your dispute, you must provide: your name, address and phone number; the account number; the specific information you are disputing; the explanation of why it is incorrect; and any supporting documentation (e.g., affidavit of identity theft), if applicable.



P.O. Box 1800
Saint Paul, Minnesota 55101-0800

3843 TRN S Y ST01

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SHASTA LOCAL AGENCY FORMATION
COMMISSION
999 MISSION DE ORO DR STE 106
REDDING CA 96003-3861

Business Statement

Account Number:

Statement Period:

Oct 1, 2025

through

Oct 31, 2025

Page 1 of 2



To Contact U.S. Bank

Commercial Customer

Service:

877-295-2509

U.S. Bank accepts Relay Calls

Internet:

usbank.com

NEWS FOR YOU

Scan here with your phone's camera to download the U.S. Bank Mobile App.



SILVER BUSINESS CHECKING

U.S. Bank National Association

Member FDIC

Account Number

Account Summary

| | # Items | | |
|---------------------------------------|---------|-----------|------------------|
| Beginning Balance on Oct 1 | | \$ | 32,093.09 |
| Other Withdrawals | 1 | | 27.00- |
| Ending Balance on Oct 31, 2025 | | \$ | 32,066.09 |

Other Withdrawals

| Date | Description of Transaction | Ref Number | Amount |
|--------------------------------|----------------------------|------------|------------------|
| Oct 15 | Analysis Service Charge | 1500000000 | \$ 27.00- |
| Total Other Withdrawals | | | \$ 27.00- |

Balance Summary

| Date | Ending Balance |
|--------|----------------|
| Oct 15 | 32,066.09 |

Balances only appear for days reflecting change.

ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: September 2025

| | | | |
|-------------------------------------|--|----|-------|
| Account Number: | | \$ | 27.00 |
| Analysis Service Charge assessed to | | \$ | 27.00 |

Service Activity Detail for Account Number

| Service | Volume | Avg Unit Price | Total Charge |
|-----------------------------|--------|----------------|--------------|
| SinglePoint | | | |
| SPE Pday Det & Sum Mo Maint | 1 | 15.00000 | 15.00 |
| SPE Token Mo Maintenance | 1 | | No Charge |
| SPE ACH Mo Maintenance | 1 | 12.00000 | 12.00 |
| SP Image Access Mo Maint | 1 | | No Charge |

Products and services available in U.S. only. Eligibility requirements and restrictions apply. For additional information, contact a U.S. Bank branch or call 800-872-2657.



BALANCE YOUR ACCOUNT

To keep track of all your transactions, you should balance your account every month. Please examine this statement immediately. We will assume that the balance and transactions shown are correct unless you notify us of an error.

Outstanding Deposits

| DATE | AMOUNT |
|-------|--------|
| | |
| | |
| | |
| TOTAL | \$ |

Outstanding Withdrawals

| DATE | AMOUNT |
|-------|--------|
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| | |
| TOTAL | \$ |

1. List any deposits that do not appear on your statement in the Outstanding Deposits section at the left. Record the total.
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- **Dollar Amount:** The dollar amount of the suspected error.
- **Description of problem:** If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

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- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

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SHASTA LOCAL AGENCY FORMATION
COMMISSION
999 MISSION DE ORO DR STE 106
REDDING CA 96003-3861

Business Statement

Account Number:

[REDACTED]

Statement Period:

Oct 1, 2025

through

Oct 31, 2025

Page 2 of 2

ANALYSIS SERVICE CHARGE DETAIL (CONTINUED)

| Service Activity Detail for Account Number [REDACTED] (continued) | | | |
|---|---------------|-----------------------|---------------------|
| <i>Service</i> | <i>Volume</i> | <i>Avg Unit Price</i> | <i>Total Charge</i> |
| SPE Ext Messaging Mo Maint | 1 | | No Charge |
| Subtotal: SinglePoint | | | 27.00 |
| Fee Based Service Charges for Account Number [REDACTED] | | \$ | 27.00 |



Service With Solutions®

P.O. Box 909, Chico CA 95927

Statement Ending 09/30/2025

SHASTA LOCAL AGENCY

Account Number [REDACTED]

ADDRESS SERVICE REQUESTED

SHASTA LOCAL AGENCY
FORMATION COMMISSION
PO BOX 8693
SOUTH LAKE TAHOE 96158

Service With Solutions



Speak with a
Banker: 1-800-922-8742



Automated
Phone Banking: 1-844-822-2447



Online Banking: TriCountiesBank.com

Thank you for banking with Tri Counties Bank! We appreciate your business.

We would love to hear from you! Please call us, stop by your local branch,
or reach out to us on social media. Your feedback is important to us!

Call us: 1-800-922-8742

Find a branch near you: [TriCountiesBank.com/locations](https://www.tricountiesbank.com/locations)

Follow us on social media:

@TriCountiesBank



Overall Balance Summary

| Account Type | Account Number | Ending Balance |
|-----------------|----------------|----------------|
| Public Checking | [REDACTED] | \$199,488.70 |

Public Checking - [REDACTED]

Account Summary

| Date | Description | Amount |
|------------|-------------------------|--------------|
| 09/01/2025 | Beginning Balance | \$178,245.81 |
| | 1 Credit(s) This Period | \$23,474.15 |
| | 5 Debit(s) This Period | \$2,231.26 |
| 09/30/2025 | Ending Balance | \$199,488.70 |

Deposits

| Date | Description | Amount |
|------------|-------------|-------------|
| 09/02/2025 | DEPOSIT | \$23,474.15 |



Member FDIC

HERE'S AN EASY WAY TO BALANCE YOUR CHECKBOOK:

- Subtract from your checkbook balance any monthly service charges, other bank charges and all automatic withdrawals/payments not previously deducted.
- Add to your checkbook balance all automatic deposits, other deposits and automatic cash reserve advances not recorded.

- Your checks are listed on the front of this statement in check number sequence or in date paid sequence if the check number is not available. An asterisk (*) indicates missing check number(s).
- Check off each check listed on your check register or stubs.
- List in the space provided all outstanding checks. Add these and enter total.

- Enter the ending balance as shown on the front of this statement. (+)
- Add all deposits which are not shown on this statement. (+)
- Enter total of outstanding checks described in (B) above and subtract from the subtotal. SUBTOTAL

(-)

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| TOTAL | | |

- Verify that the previous month's statement was balanced properly.
- Review all additions and subtractions for errors as well as balances brought forward in your checkbook register.
- Record any outstanding transactions from prior statements.
- Determine that all credits (including Automatic Deposits) shown in the "Deposits" and "Other Credits" sections of this statement are entered in your checkbook.
- Compare the amount of each item listed on this statement against the amounts entered in your checkbook.

Call us at 1-800-922-8742 or write to us at Tri Counties Bank, Customer Service Department, P. O. Box 909 Chico, CA 95927 as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- (1) Tell us your name and account number (if any).
- (2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- (3) Tell us the dollar amount of the suspected error.

Your Card is enabled with non-Visa debit transaction processing. This means you may use your Card on a PIN-Debit Network without using a PIN or with your PIN. Examples of the types of actions you may be required to make to initiate a Card transaction on a PIN-Debit Network include initiating a payment directly with the biller, possibly via telephone, Internet, or kiosk locations. The non-Visa Debit Network(s) for which such transactions are enabled is the Accel® network.

- Signing a receipt
- Providing a Card number, expiration date and card verification code over the phone or the internet
- Swiping your Card through a point-of-sale (POS) terminal and entering your PIN or signing for your purchase

Packet Page 11 of 31

Public Checking - [REDACTED] (continued)**Checks Cleared**

| Check Nbr | Date | Amount | Check Nbr | Date | Amount | Check Nbr | Date | Amount |
|-----------|------------|----------|-----------|------------|----------|-----------|------------|----------|
| 1506 | 09/02/2025 | \$55.00 | 1508 | 09/08/2025 | \$941.26 | 1511* | 09/29/2025 | \$755.00 |
| 1507 | 09/09/2025 | \$180.00 | 1509 | 09/04/2025 | \$300.00 | | | |

* Indicates skipped check number



Service With Solutions®

P.O. Box 909, Chico CA 95927

Statement Ending 10/30/2025


SHASTA LOCAL AGENCY

Account Number: [REDACTED]

ADDRESS SERVICE REQUESTED

SHASTA LOCAL AGENCY
FORMATION COMMISSION
PO BOX 8693
SOUTH LAKE TAHOE 96158

Service With Solutions

 Speak with a Banker: 1-800-922-8742

 Automated Phone Banking: 1-844-822-2447

 Online Banking: TriCountiesBank.com

Thank you for banking with Tri Counties Bank! We appreciate your business.

We would love to hear from you! Please call us, stop by your local branch, or reach out to us on social media. Your feedback is important to us!

Call us: 1-800-922-8742

Find a branch near you: [TriCountiesBank.com/locations](https://www.tricountiesbank.com/locations)

Follow us on social media:

@TriCountiesBank



Overall Balance Summary

| Account Type | Account Number | Ending Balance |
|-----------------|----------------|----------------|
| Public Checking | [REDACTED] | \$163,977.34 |

Public Checking - [REDACTED]

Account Summary

| Date | Description | Amount |
|------------|-------------------------|--------------|
| 10/01/2025 | Beginning Balance | \$199,488.70 |
| | 1 Credit(s) This Period | \$4,296.58 |
| | 7 Debit(s) This Period | \$39,807.94 |
| 10/30/2025 | Ending Balance | \$163,977.34 |
| | Service Charges | \$34.00 |

Deposits

| Date | Description | Amount |
|------------|-------------|------------|
| 10/01/2025 | DEPOSIT | \$4,296.58 |



Member FDIC

HERE'S AN EASY WAY TO BALANCE YOUR CHECKBOOK:

- Subtract from your checkbook balance any monthly service charges, other bank charges and all automatic withdrawals/payments not previously deducted.
- Add to your checkbook balance all automatic deposits, other deposits and automatic cash reserve advances not recorded.

- Your checks are listed on the front of this statement in check number sequence or in date paid sequence if the check number is not available. An asterisk (*) indicates missing check number(s).
- Check off each check listed on your check register or stubs.
- List in the space provided all outstanding checks. Add these and enter total.

- Enter the ending balance as shown on the front of this statement. (+)
- Add all deposits which are not shown on this statement. (+)
- Enter total of outstanding checks described in (B) above and subtract from the subtotal. SUBTOTAL

SUBTOTAL ➡

(-)

THIS TOTAL SHOULD AGREE WITH YOUR CHECKBOOK BALANCE

| ITEM NO. | AMOUNT | |
|----------|--------|--|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL | | |

- Verify that the previous month's statement was balanced properly.
- Review all additions and subtractions for errors as well as balances brought forward in your checkbook register.
- Record any outstanding transactions from prior statements.
- Determine that all credits (including Automatic Deposits) shown in the "Deposits" and "Other Credits" sections of this statement are entered in your checkbook.
- Compare the amount of each item listed on this statement against the amounts entered in your checkbook.

Call us at 1-800-922-8742 or write to us at Tri Counties Bank, Customer Service Department, P. O. Box 909 Chico, CA 95927 as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- (1) Tell us your name and account number (if any).
- (2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- (3) Tell us the dollar amount of the suspected error.

Your Card is enabled with non-Visa debit transaction processing. This means you may use your Card on a PIN-Debit Network without using a PIN or with your PIN. Examples of the types of actions you may be required to make to initiate a Card transaction on a PIN-Debit Network include initiating a payment directly with the biller, possibly via telephone, Internet, or kiosk locations. The non-Visa Debit Network(s) for which such transactions are enabled is the Accel® network.

- Signing a receipt
- Providing a Card number, expiration date and card verification code over the phone or the internet
- Swiping your Card through a point-of-sale (POS) terminal and entering your PIN or signing for your purchase

Packet Page 14 of 31

Public Checking - [REDACTED] (continued)**Other Debits**

| Date | Description | Amount |
|------------|------------------|---------|
| 10/14/2025 | Stop Payment Fee | \$34.00 |

Checks Cleared

| Check Nbr | Date | Amount | Check Nbr | Date | Amount | Check Nbr | Date | Amount |
|-----------|------------|------------|-----------|------------|-------------|-----------|------------|------------|
| 1512 | 10/07/2025 | \$1,440.00 | 1514 | 10/22/2025 | \$36,340.94 | 1516 | 10/17/2025 | \$1,400.00 |
| 1513 | 10/01/2025 | \$110.00 | 1515 | 10/20/2025 | \$400.00 | 1517 | 10/21/2025 | \$83.00 |

* Indicates skipped check number

| | |
|------------|--------------|
| DATE: | 09/30/2025 |
| INVOICE #: | 25-235-09 |
| TOTAL DUE: | \$ 20,456.30 |

BILL TO:

Shasta LAFCO
PO Box 8693
South Lake Tahoe, CA 96158

PAY TO:

Planwest Partners, Inc
P.O. Box 4581
Arcata, CA 95518
Tax ID #: 90-0262382

PROJECT: SHASTA LAFCO PLANNING AND STAFFING SERVICES SEPTEMBER 2025

Municipal Service Reviews (MSR) / Sphere of Influence (SOI) Updates

CSA's MSR: Continued coordinating with County staff on additional information needed for MSR/SOI Update. Reviewed additional supporting documents and continued drafting sections of the document as information becomes available. Created boundary maps for inclusion in document. Met with County staff to discuss MSR process and information needs.

Anderson FPD MSR: Reviewed background information available for district. Reviewed template for document and began drafting sections as information became available. Reviewed potential DUC areas. Created maps for inclusion in document.

Burney FPD MSR: Revised document based on updated information available for the district. Revised SOI section to include discussion regarding the community of Cassel and commercial timberlands. Created a series of SOI options for inclusion in the Commission meeting packet.

CSA #4 Dissolution: Reviewed historical documents for CSA. Set up template for dissolution MSR.

Staffing Services

Prepared for and conducted Executive Committee meeting. Reviewed LAFCO bank accounts and recorded expenses as necessary. Met with accountant to review reconciling efforts and QuickBooks budget. Researched former office manager's payroll process. Attempted to communicate with US Bank regarding prior payroll services. Updated and submitted Shasta LAFCO information for CALAFCO Directory. Responded to public inquiry regarding consolidation of cemetery districts. Coordinated with Obsidian IT regarding future IT support services for Shasta LAFCO. Prepared staff reports and coordinated with Burney FPD for October meeting held at the Burney Fire Hall. Mailed meeting packets to Commissioners who requested them and submitted print requests for additional packets.

GIS Services

Worked with County staff and the State Board of Equalization on Tax Rate Area discrepancies for various special districts and county service areas.

Applications

No hours this period.

MSR/SOI Update Amount Due: \$ 7,935.00

Staffing Services Amount Due: \$ 12,333.80

GIS Services Amount Due: \$ 187.50

Applications: \$ 0.00

TOTAL AMOUNT DUE THIS INVOICE: \$ 20,456.30

(see attached spreadsheets for detailed cost breakdown)

Staffing Services Contract: \$ 114,000.00

Total Billed to Date: \$ 56,397.24

Amount Remaining: **\$62,602.76**

Shasta LAFCO Staffing Services - September 2025

| Planwest Partners Inc. | | | Hours and Expenses | | | | | | | | | |
|---|---------|---------------------|---------------------------------|---|--|--|--------------------------------------|-------------------------------|----------------|---------------------------|-----------------------|--------------------|
| Project Task | Account | Budget | Principal <i>C. Santsche</i> | EO / Senior Planner <i>K. Brogna</i> | Associate Analyst <i>E. Haskett</i> | Associate Planner <i>S. Wickman</i> | Assistant Planner <i>A. Chung</i> | GIS Analyst <i>L. Choy</i> | Expense | Total Cost September 2025 | Total Cost FY-to-Date | Remaining |
| <i>Hourly Rate</i> | | | \$195 | \$160 | \$145 | \$145 | \$125 | \$125 | | | | |
| MSR/SOI - Review and Analysis | | \$28,000.00 | | | | | | | | \$7,935.00 | \$20,843.75 | \$7,156.25 |
| Fall River Valley FPD MSR/SOI Update | | | | | | | | | | \$0.00 | \$62.50 | |
| CSAs #2, 3, 6, and 13 MSR/SOI Update | | | | 1.00 | | 4.00 | | 6.00 | | \$1,490.00 | \$9,086.25 | |
| Anderson FPD MSR/SOI Update | | | | 4.50 | 14.50 | | | 8.50 | | \$3,885.00 | \$7,995.00 | |
| Burney FPD MSR/SOI Update | | | | 3.50 | | | 1.00 | 12.00 | | \$2,185.00 | \$3,325.00 | |
| CSA #4 - Dissolution MSR/SOI Update | | | | | | | 3.00 | | | \$375.00 | \$375.00 | |
| Staffing Services | | \$86,000.00 | | | | | | | | \$12,333.80 | \$33,553.49 | \$52,446.51 |
| General Staffing Services | 52006 | | | 25.00 | | | 27.75 | | | \$7,468.75 | \$18,666.33 | |
| Accounting | 52006 | | | 6.00 | | | | | | \$960.00 | \$4,893.30 | |
| Policies and Procedures Update | 52006 | | | | | | | | | \$0.00 | \$0.00 | |
| Staff Coordination | 52006 | | | | | | | | | \$0.00 | \$0.00 | |
| Noticing, Staff Reports, and Budgeting | 52006 | | | 7.00 | | | | | | \$1,120.00 | \$2,560.00 | |
| Public / Agency Information Requests | 52006 | | | 1.50 | | | | | | \$240.00 | \$1,200.00 | |
| Budget Preparation | 52006 | | | | | | | | | \$0.00 | \$160.00 | |
| Commission Meetings | 52006 | | | | | | 7.00 | | \$77.55 | \$952.55 | \$3,187.61 | |
| Executive Committee Meetings | 52006 | | | 8.00 | | | 2.50 | | | \$1,592.50 | \$2,886.25 | |
| GIS Services | | \$5,000.00 | | | | | | | | \$187.50 | \$2,000.00 | \$3,000.00 |
| Public/ Agency Information Requests | | | | | | | | 1.50 | | \$187.50 | \$2,000.00 | |
| Application Processing / Pre-App Review Expenses | | Deposit | | | | | | | | \$0.00 | \$400.00 | |
| CSA #8 Annexation - Axner | | | | | | | | | | \$0.00 | \$0.00 | |
| FRV CSD Annexation (Pre-Application) | | | | | | | | | | \$0.00 | \$400.00 | |
| FRV FPD Reorganization | | | | | | | | | | \$0.00 | \$0.00 | |
| Staff Hours | | | 0.00 | 56.50 | 14.50 | 4.00 | 41.25 | 28.00 | | | | |
| Total | | \$119,000.00 | \$0.00 | \$9,040.00 | \$2,102.50 | \$580.00 | \$5,156.25 | \$3,500.00 | \$77.55 | \$20,456.30 | \$56,397.24 | \$62,602.76 |

| Expenses | | |
|--|--|----------------|
| Mileage (260 mi@0.70/mi) | | |
| Hotel & Meals | | |
| Printing & Postage (see separate sheet for detail) | | \$77.55 |
| Storage Unit (Crown Storage) Rent | | \$0.00 |
| Total | | \$77.55 |



Office Supplies

BILL TO: Shasta LAFCO

PROJECT: Shasta LAFCO Staffing Services

NVOICE # 25-235-09

DATE: 9/30/2025

| Account | Title | Qty | Type | Description | Cost/ Unit | Total |
|-----------------|--|-----|-------------------------------|--|---------------|----------------|
| | Duplicating | 201 | 8½ x 11 (B&W) | Printing of three agenda packets (Commissioner Ryness, Chair Russell, and Alternate Commissioner Morgan) | \$0.10 | \$20.10 |
| | Postage | 3 | Flat-sized envelope, priority | Mailer to Commissioner Ryness, Chair Russell, and Alternate Commissioner Morgan - Agenda packets | \$11.00 | \$33.00 |
| | Printing (McDonald's Budget Printing) | 1 | 8.5" x 11" B&W | Printing of two agenda packets | \$17.25 | \$17.25 |
| SUBTOTAL | | | | | | \$70.35 |

TOTAL \$70.35

| | |
|------------|--------------|
| DATE: | 10/31/2025 |
| INVOICE #: | 25-235-10 |
| TOTAL DUE: | \$ 15,789.16 |

BILL TO:

Shasta LAFCO
PO Box 8693
South Lake Tahoe, CA 96158

PAY TO:

Planwest Partners, Inc
P.O. Box 4581
Arcata, CA 95518
Tax ID #: 90-0262382

PROJECT: SHASTA LAFCO PLANNING AND STAFFING SERVICES October 2025

Municipal Service Reviews (MSR) / Sphere of Influence (SOI) Updates

CSA's MSR: Continued coordination with County and BOE staff on boundary discrepancies. Search for, reviewed, and scanned in historical documents regarding CSA #6. Revised maps based on updated information.

Anderson FPD MSR: Continued coordination with District staff on information needs.

Burney FPD MSR: Made final edits to document based on October 2nd Commission meeting. Updated SOI section based on Commission decision.

CSA #4 Dissolution: Began drafting document based on known history and available documentation.

Staffing Services

Prepared for and conducted the October 2nd Regular Commission meeting in Burney. Coordinated with Burney FPD staff and community members from Cassel on establishment of new SOI and administrative record. Coordinated with SDRMA on updated property listing for insurance. Developed press release for open Public Member seat. Sent press release to member agencies, Record Searchlight, and other community organizations in Shasta County. Renewed PO Box for LAFCO business. Coordinated with potential applicant on submittal process for reorganization application. Responded to County request for information regarding Shasta College FPD. Coordinated with staff and commissioners on attendance at annual CALAFCO conference. Coordinated with staff on application processing needs. Communicated with County staff regarding final filing documents for Shasta FPD. Reviewed bank accounts and updated QuickBooks as necessary.

GIS Services

No hours this period.

Applications

Fall River Valley CSD: Received and began processing application package. Prepared and sent Tax Sharing Agreement notice to County for review. Prepared and sent Notice of Filing to potentially affected and/or interested agencies. Reviewed geographic description and maps provided by applicant. Responded to County staff request for additional information.

MSR/SOI Update Amount Due: \$ 3,107.50

Staffing Services Amount Due: \$ 10,864.16

GIS Services Amount Due: \$ 0

Applications: \$ 1,817.50

TOTAL AMOUNT DUE THIS INVOICE: \$ 15,789.16

(see attached spreadsheets for detailed cost breakdown)

Staffing Services Contract: \$ 114,000.00

Total Billed to Date: \$ 70,368.90

Amount Remaining: \$ 48,631.10

Shasta LAFCO Staffing Services - October 2025

| Planwest Partners Inc. | | | Hours and Expenses | | | | | | | | | |
|---|---------|---------------------|--------------------|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|-----------------------|--------------------|
| Project Task | Account | Budget | Principal | EO / Senior Planner | Associate Analyst | Associate Planner | Assistant Planner | GIS Analyst | Expense | Total Cost October 2025 | Total Cost FY-to-Date | Remaining |
| <i>Hourly Rate</i> | | | <i>C. Santsche</i> | <i>K. Brogna</i> | <i>E. Haskett</i> | <i>S. Wickman</i> | <i>A. Chung</i> | <i>L. Choy</i> | | | | |
| | | | \$195 | \$160 | \$145 | \$145 | \$125 | \$125 | | | | |
| MSR/SOI - Review and Analysis | | \$28,000.00 | | | | | | | | \$3,107.50 | \$23,951.25 | \$4,048.75 |
| Fall River Valley FPD MSR/SOI Update | | | | | | | | | | \$0.00 | \$62.50 | |
| CSAs #2, 3, 6, and 13 MSR/SOI Update | | | | 4.00 | | | | 10.00 | | \$1,890.00 | \$10,976.25 | |
| Anderson FPD MSR/SOI Update | | | | 1.00 | 2.50 | | | 2.00 | | \$772.50 | \$8,767.50 | |
| Burney FPD MSR/SOI Update | | | | 2.00 | | | | 0.50 | | \$382.50 | \$3,707.50 | |
| CSA #4 - Dissolution MSR/SOI Update | | | | | | | 0.50 | 2.50 | | \$62.50 | \$437.50 | |
| Staffing Services | | \$86,000.00 | | | | | | | | \$10,864.16 | \$44,417.65 | \$41,582.35 |
| General Staffing Services | | | | 26.00 | | | 20.00 | | | \$6,660.00 | \$25,326.33 | |
| Accounting | | | | 2.00 | | | | | | \$320.00 | \$5,213.30 | |
| Policies and Procedures Update | | | | | | | | | | \$0.00 | \$0.00 | |
| Staff Coordination | | | | | | | | | | \$0.00 | \$0.00 | |
| Noticing, Staff Reports, and Budgeting | | | | | | | | | | \$0.00 | \$2,560.00 | |
| Public / Agency Information Requests | | | | 6.00 | | | | | | \$960.00 | \$2,160.00 | |
| Budget Preparation | | | | | | | | | | \$0.00 | \$160.00 | |
| Conferences | | | | | | | | | \$1,820.04 | \$1,820.04 | \$1,820.04 | |
| Commission Meetings | | | | 3.00 | | | 1.75 | | \$405.37 | \$1,104.12 | \$4,291.73 | |
| Executive Committee Meetings | | | | | | | | | | \$0.00 | \$2,886.25 | |
| GIS Services | | \$5,000.00 | | | | | | | | \$0.00 | \$2,000.00 | \$3,000.00 |
| Public/ Agency Information Requests | | | | | | | | | | \$0.00 | \$2,000.00 | |
| Application Processing / Pre-App Review Expenses | | Deposit | | | | | | | | \$1,817.50 | \$2,217.50 | |
| CSA #8 Annexation - Axner | | | | | | | | | | \$0.00 | \$0.00 | |
| FRV CSD Annexation Williams Rd | | | | 5.50 | | | 4.50 | 3.00 | | \$1,817.50 | \$2,217.50 | |
| FRV FPD Reorganization | | | | | | | | | | \$0.00 | \$0.00 | |
| Staff Hours | | | 0.00 | 49.50 | 2.50 | 0.00 | 26.75 | 18.00 | | | | |
| Total | | \$119,000.00 | \$0.00 | \$7,920.00 | \$362.50 | \$0.00 | \$3,343.75 | \$2,250.00 | \$2,225.41 | \$15,789.16 | \$70,368.90 | \$48,631.10 |

| Expenses | | |
|--|--|-------------------|
| Mileage (240 mi@0.70/mi) | | \$168.00 |
| Hotel & Meals | | \$161.33 |
| CALAFCO Conference | | \$1,820.04 |
| Printing & Postage (see separate sheet for detail) | | \$76.04 |
| Storage Unit (Crown Storage) Rent | | \$0.00 |
| Total | | \$2,225.41 |



Office Supplies

BILL TO: Shasta LAFCO

PROJECT: Shasta LAFCO Staffing Services

NVOICE # 25-235-10

DATE: 10/31/2025

| Account | Title | Qty | Type | Description | Cost/ Unit | Total |
|-----------------|--|-----|----------------------------|--|---------------|----------------|
| | Duplicating | 37 | 8½ x 11 (B&W) | Public member press release mailing to member agencies | \$0.10 | \$3.70 |
| | Office Supplies | 37 | Standard envelope | Public member press release mailing to member agencies | \$0.05 | \$1.85 |
| | Postage | 37 | Standard postage (metered) | Public member press release mailing to member agencies | \$0.74 | \$27.38 |
| | Printing (McDonald's Budget Printing) | 1 | 8.5" x 11" B&W | Printing of five agenda packets | \$43.11 | \$43.11 |
| SUBTOTAL | | | | | | \$76.04 |

TOTAL \$76.04



Wyndham San Diego Bayside
 1355 North Harbor Drive
 San Diego, CA 92101
 Telephone: (619) 232-3861 Fax: (619) 232-4924

Susie Baugh
 670 9th Street
 Suite 201
 Arcata , CA 95521
 US

Room No. : 0264
 Arrival : 10/21/25
 Departure : 10/24/25
 Page No. : 1 of 1

INFORMATION INVOICE

Membership No : WR 226466701D
 Group Code : 102025CAL
 Company Name : California Association of Local Agency F

Cashier No. : 133
 Folio No. :
 Conf. No. : 180157178
 TA Record :
 Locator:

Thank You For Staying With Us

| Date | Text | Charges USD | Credits USD |
|-----------------|-----------------------------------|----------------|----------------|
| 10/21/25 | Room Charge | 249.00 | |
| 10/21/25 | Occupancy Tax 13.75% | 34.24 | |
| 10/21/25 | Tourism Marketing District Tax 2% | 4.98 | |
| 10/21/25 | CA Tourism Fee 0.25% | 0.62 | |
| 10/22/25 | Room Charge | 249.00 | |
| 10/22/25 | Occupancy Tax 13.75% | 34.24 | |
| 10/22/25 | Tourism Marketing District Tax 2% | 4.98 | |
| 10/22/25 | CA Tourism Fee 0.25% | 0.62 | |
| 10/23/25 | Room Charge | 249.00 | |
| 10/23/25 | Occupancy Tax 13.75% | 34.24 | |
| 10/23/25 | Tourism Marketing District Tax 2% | 4.98 | |
| 10/23/25 | CA Tourism Fee 0.25% | 0.62 | |
| Total / Balance | | 866.52 | 0.00 / 866.52 |

Please contact the Hotel Manager about any issues with your stay. Wyndham Hotels and Resorts or affiliates may contact you about goods and services unless you call 888-946-4283 or write Wyndham Worldwide Hotels, Inc. 22 Sylvan Way, Parsippany, NJ 07054 to opt out. View our Wyndham Hotels and Resorts website about our policy.



Wyndham San Diego Bayside
 1355 North Harbor Drive
 San Diego, CA 92101
 Telephone: (619) 232-3861 Fax: (619) 232-4924

Ronnean Lund
 670 9th Street
 Suite 201
 Arcata , CA 95521
 US

Room No. : 1471
 Arrival : 10/21/25
 Departure : 10/24/25
 Page No. : 1 of 2

INFORMATION INVOICE

Membership No : WR 515039972K
 Group Code : 102025CAL
 Company Name : California Association of Local Agency F

Cashier No. : 133
 Folio No. : 228203
 Conf. No. : 180156433
 TA Record :
 Locator:

Thank You For Staying With Us

| Date | Text | Charges USD | Credits USD |
|----------|-----------------------------------|----------------|----------------|
| 10/21/25 | Room Charge | 249.00 | |
| 10/21/25 | Occupancy Tax 13.75% | 34.24 | |
| 10/21/25 | Tourism Marketing District Tax 2% | 4.98 | |
| 10/21/25 | CA Tourism Fee 0.25% | 0.62 | |
| 10/21/25 | Check in M - upgrade | 25.00 | |
| 10/21/25 | Occupancy Tax 13.75% | 3.44 | |
| 10/21/25 | Tourism Marketing District Tax 2% | 0.50 | |
| 10/21/25 | CA Tourism Fee 0.25% | 0.06 | |
| 10/22/25 | Room Charge | 249.00 | |
| 10/22/25 | Occupancy Tax 13.75% | 34.24 | |
| 10/22/25 | Tourism Marketing District Tax 2% | 4.98 | |
| 10/22/25 | CA Tourism Fee 0.25% | 0.62 | |
| 10/22/25 | Check in M - upgrade | 25.00 | |
| 10/22/25 | Occupancy Tax 13.75% | 3.44 | |
| 10/22/25 | Tourism Marketing District Tax 2% | 0.50 | |
| 10/22/25 | CA Tourism Fee 0.25% | 0.06 | |
| 10/23/25 | Room Charge | 249.00 | |
| 10/23/25 | Occupancy Tax 13.75% | 34.24 | |
| 10/23/25 | Tourism Marketing District Tax 2% | 4.98 | |
| 10/23/25 | CA Tourism Fee 0.25% | 0.62 | |
| 10/23/25 | Check in M - upgrade | 25.00 | |
| 10/23/25 | Occupancy Tax 13.75% | 3.44 | |
| 10/23/25 | Tourism Marketing District Tax 2% | 0.50 | |
| 10/23/25 | CA Tourism Fee 0.25% | 0.06 | |
| 10/24/25 | Mastercard | | 953.52 |

Please contact the Hotel Manager about any issues with your stay. Wyndham Hotels and Resorts or affiliates may contact you about goods and services unless you call 888-946-4283 or write Wyndham Worldwide Hotels, Inc. 22 Sylvan Way, Parsippany, NJ 07054 to opt out. View our Wyndham Hotels and Resorts website about our policy.



Wyndham San Diego Bayside
1355 North Harbor Drive
San Diego, CA 92101
Telephone: (619) 232-3861 Fax: (619) 232-4924

Ronnean Lund
670 9th Street
Suite 201
Arcata , CA 95521
US

Room No. : 1471
Arrival : 10/21/25
Departure : 10/24/25
Page No. : 2 of 2

INFORMATION INVOICE

Membership No : WR 515039972K
Group Code : 102025CAL
Company Name : California Association of Local Agency F

Cashier No. : 133
Folio No. : 228203
Conf. No. : 180156433
TA Record :
Locator:

Thank You For Staying With Us

| | | |
|-----------------|--------|---------------|
| Total / Balance | 953.52 | 953.52 / 0.00 |
|-----------------|--------|---------------|

Merchant ID
Transaction ID 14818499
Approval Code 02264Q
Approval Amount 953.52

Credit Card # XXXXXXXXXXXXX2520
Credit Card Expiry XX/XX
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Transaction Amount 953.52

Please contact the Hotel Manager about any issues with your stay. Wyndham Hotels and Resorts or affiliates may contact you about goods and services unless you call 888-946-4283 or write Wyndham Worldwide Hotels, Inc. 22 Sylvan Way, Parsippany, NJ 07054 to opt out. View our Wyndham Hotels and Resorts website about our policy.

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, December 4th, 2025, at 9:00 a.m.
City of Shasta Lake, City Council Chambers
4477 Main Street, Shasta Lake, CA 96019-0777

DRAFT AGENDA

1. CALL TO ORDER

- a. Roll Call
- b. Pledge of Allegiance - Commissioner Lund

2. PUBLIC COMMENT

Members of the public are invited to address the Commission at this time regarding any item not scheduled for discussion as part of this agenda, and that is within the jurisdiction of LAFCO. Comments may be limited to three (3) minutes per person. No action will be taken by the Commission at this meeting as a result of items presented at this time.

3. AGENDA ADOPTION

- a. Agenda - Additions/ Changes
- b. Business/ Campaign Conflict Disclosures

Note: Only the following additions/changes are permitted: (1) to change the order of noticed agenda items, (2) determine to continue or not consider a noticed agenda item, or (3) discussion/action on an item not appearing on the posted agenda if a defined statutory emergency situation is determined to exist by majority vote (G.C. 56954.2(b)(1) and G.C. 54956.5).

4. SPECIAL PRESENTATIONS

- a. Recognition of Outgoing Public Member Larry Russell

5. CONSENT CALENDAR - ACTION ITEM

All consent items are considered routine and may be enacted by the Commission under one motion. With concurrence of the Chair, a Commissioner may request that an item be removed for discussion.

- a. October 2, 2025 Draft Meeting Minutes
- b. September - October 2025 Financial Summary
- c. Regular Meeting Schedule for 2026

6. ITEMS PULLED FROM CONSENT CALENDAR

This item is reserved for any items that the Commission wishes to pull from the consent calendar to discuss prior to taking action.

7. CORRESPONDENCE - NONE

8. SCHEDULED PUBLIC HEARINGS - NONE

Any member of the public may address the Commission on scheduled public hearing items. The Chair may regulate the order of such presentations and reserves the right to limit the time allowed for each person to speak.

9. BUSINESS ITEMS

Business items are for review and possible action by the Commission.

a. Appointment of Regular Public Member

The Commission will receive a report from the Public Member Selection Committee regarding applications received for the open seat, and consider appointing a new Public Member based on the Committee's recommendation.

10. EXECUTIVE OFFICER REPORT (INFORMATIONAL ONLY)

An applicant or member of the public may provide comments on an item at the discretion of the Chair. General direction to staff for future action may be provided by the Commission.

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

The Commission will receive an update on MSR/SOI preparation for Anderson FPD, CSA #4, and CSAs #2, #3, #6, & #13.

b. Status of Current and Future Applications

The Commission will receive an update on current and future applications.

c. CALAFCO Legislative Report

The Commission will receive an update on legislation that is currently being tracked by CALAFCO.

d. Expiring Commissioner Terms

The Commission will receive an update on Commissioner terms that will be expiring this year including the Regular Public Member seat.

11. CLOSED SESSION - NONE

12. COMMISSIONER ANNOUNCEMENTS (INFORMATIONAL ONLY)

13. STAFF ANNOUNCEMENTS

14. ADJOURNMENT

The next Regular Commission Meeting is scheduled for Thursday February 5, 2026, at 9:00am at the City of Redding Council Chambers located at 777 Cypress Avenue, Redding, CA.

SHASTA LAFCO

If you choose not to observe the LAFCO meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 5:00 p.m. the day prior to the meeting. Please submit your comment to amber@shastalafco.org. Your comment will be placed into the record at the LAFCO meeting.

Notice:

This agenda has been posted at least 72 hours prior to the meeting in a location freely accessible to members of the public, in accordance with the Brown Act. The full agenda packet (including staff reports) is also available on the LAFCO website at www.shastalafco.org.

For items appearing on the agenda, the public is invited to make comments at the time the item comes up for consideration by the Commission. The Chair will call for public comment as each item is heard by the Commission. For items not appearing on the agenda, the public is invited to make comments during the Public Comment period for non-agenda items. All speakers are invited to state their names but are not required to do so. If you wish to submit written material at the meeting, please supply 10 copies.

FPPC - Notice to All Parties and Participants in LAFCO Proceedings:

State law requires that a participant in LAFCO proceedings who has a financial interest in the decision and who has made a campaign contribution to any Commissioner in the past year must disclose the contribution. If you are affected, please notify LAFCO staff before the hearing.

Americans with Disabilities Act:

Commission meetings are held in a wheelchair accessible facility. Individuals requiring special accommodation to participate in this meeting are requested to contact the LAFCO representatives at (707) 825-8260. Notification 48 hours prior to the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to this meeting.

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AGENDA ITEM 5.A.

Date: November 20, 2025

From: Krystle Brogna, Executive Officer

Subject: **Status of Current and Future Applications**

The Committee will receive an update on the current status of applications and provide direction to staff as necessary.

BACKGROUND

LAFCOs are responsible, under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, for regulating the formation and development of local governmental agencies and their municipal services. This includes approving or disapproving proposed changes of organization, such as boundary changes (e.g. annexations), consistent with adopted policies and procedures pursuant to California Government Code (G.C.) §56375. LAFCOs have broad discretion in amending and conditioning changes of organization as long as they do not directly regulate land use, property development, or subdivision requirements.

DISCUSSION

The following application(s) are active with LAFCo:

- Proposed SOI Amendment and Annexation to CSA #8 (Palo Cedro): The proposal includes two parcels (APNs: 059-390-003 & 059-390-002) along Deschutes Road totaling approximately 5.4 acres. The applicants are requesting annexation to CSA #8 in order to obtain wastewater services for their properties. Water services are currently provided by Bella Vista Water District and no change of provider is proposed at this time. The applicants' request for rezoning was denied by the Shasta County Board of Supervisors and as such, they will not be able to proceed with the project as planned. Staff informed the applicants that they can still move forward with the annexation process, but additional information is still needed.
- Proposed Annexation to Fall River Valley CSD: The EO received an application for annexation of several parcels to the Fall River Valley CSD. The annexation would include parcels along Williams Road in McArthur that are adjacent to the District's boundary and within its current SOI. The parcels are currently served by a private water system that provides inconsistent water quality. A Notice of Filing was prepared and sent out to potentially affected agencies in and hear the annexation area. A request for a tax exchange agreement was also sent out to the County for consideration. At this time, the application is still considered incomplete as the tax exchange process has not been complete.

RECOMMENDATION

Staff recommends the Committee receive and file this report and provide direction to staff as needed.

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AGENDA ITEM 5.C.

Date: November 20, 2025

From: Krystle Brogna, Executive Officer

Subject: **Status of MSR/SOI Updates**

As part of the FY2025-26 workplan, staff are preparing several MSR/SOI updates for agencies covering fire services and County services.

BACKGROUND

The Cortese-Knox-Hertzberg Local Government Reorganization Act directs Local Agency Formation Commissions (LAFCOs) to regularly prepare municipal service reviews (MSRs) in conjunction with establishing and updating each local agency's sphere of influence (SOI). The legislative intent of MSRs is to proactively assess the availability, capacity, and efficiency of local governmental services. MSRs may also lead LAFCOs to take other actions under their authority, such as forming, consolidating, or dissolving one or more local agencies in addition to any related sphere changes.

DISCUSSION

Burney Fire Protection District MSR/SOI Update

The Draft MSR/SOI Update was presented at the August 7th Regular Commission meeting. Staff discussed potential SOI options with Chief May and reviewed timberland boundaries around the District in order to develop three SOI options for Commission consideration. The final MSR/SOI Update was adopted at the October 2, 2025 Regular Commission meeting with SOI Option A which includes the majority of the area the District requested and the community of Cassell.

County Service Area #2 - Sugarloaf, #3 - Castella, #6 - Jones Valley, and #13 - Alpine Meadows MSR/SOI Update

Staff met with County staff to discuss the MSR process and additional information needs. Staff is reviewing financial documents for the various CSAs and continuing to work with County staff on information needs. After internal review of the document is completed, an administrative draft will be provided to the County for review and comment.

Anderson Fire Protection District MSR/SOI Update

Staff is continuing to coordinate with District staff on information needs.

CSA #4 MSR/SOI Report for Dissolution

Staff reviewed historical information available for the CSA and is working on an initial draft of the document. After internal review is completed, an Administrative Draft will be provided to the County for review and comment.

RECOMMENDATION

Staff recommends the Committee review the status of the upcoming MSR/SOI Updates and provide direction to staff as needed.