

Corkey Harmon  
County Member

Chris Kelstrom  
County Member

Allen Long  
County Member Alternate

Susie Baugh  
City Member

Pam Morgan  
City Member

Tenessa Audette  
City Member Alternate



Fred Ryness  
Special District Member

Ronnean Lund  
Special District Member

Rosemary Smith  
Special District Alternate

Brenda Haynes  
Public Member

Michael Spencer  
Public Member Alternate

## **EXECUTIVE COMMITTEE MEETING**

Thursday, January 22, 2026 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 November 20, 2025
- b. Bank Statements: November & December 2025
- c. Planwest Partners Invoices: November & December 2025
- d. February 5, 2026 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](http://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.

---

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

## **DRAFT MEETING MINUTES**

### **1. CALL TO ORDER**

Chairman Russell called meeting to order at 10:01 a.m. at the Underwood Law Offices P.C. Conference Room, 1274 Court Street, Redding, CA 96001.

a. Roll Call

**Present:** Chair Russell; Commissioners Baugh (phone) 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 Ryness/ 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 September 23, 2025

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

Motion Baugh/ Ryness to adopt the meeting minutes from the September 23, 2025, Executive Committee meeting. Motion passed by 3-0-0 voice vote.

- b. Bank Statements: September and October 2025

EO Brogna noted recent activity on the bank statements including that everything is fairly routine with the exception of one stop check fee on the Tri Counties Account. A check was lost in the mail and was stopped as a precaution. The US Bank account is still open while previous payroll taxes are sorted out, but will be closed once that is settled. No action was taken.

- c. Planwest Invoices: September and October 2025

EO Brogna explained that these are routine invoices.

## SHASTA LAFCO

---

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

d. December 4, 2025 Regular Commission Meeting Agenda

EO Brogna explained that this is a routine agenda. The main item will be to recognize current Chair and Public Member Larry Russell for his years of service on LAFCO and to appoint a new public member to the open Regular Public Member seat. EO Brogna noted that she would like to change Agenda Item 10D from an update on expiring Commissioner terms to an update on the CALAFCO Annual Report, *The Sphere*. Commissioners supported this idea and reviewed the draft December 4, 2025, Regular Commission meeting agenda.

Motion Baugh/Ryness to approve the December 4, 2025, Regular Commission Meeting Agenda with the change of Item 10D. Motion passed by a 3-0-0 voice vote.

### **5. INFORMATIONAL ITEMS**

a. Status of Current and Future Applications

Commissioners received an informational report from EO Brogna on the status of current and future applications. Active applications on file included CSA #8 - Palo Cedro, which has had no new updates since the previous meeting, and a new application for an annexation of territory to the Fall River Valley Community Services District (CSD). Staff have been communicating with the District's representatives to process the application; noticing to affected agencies has been sent out and a request for a tax exchange agreement has been submitted to the County. It's anticipated that this application will be brought before the Commission at the February 5, 2026, Commission meeting, contingent on the tax exchange agreement process.

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

Commissioners received an informational report from EO Brogna on the status of MSR/SOI Updates. Commissioners and staff discussed the recently approved Burney FPD MSR and SOI Update. After the MSR was approved at the October 2, 2025, Regular Commission meeting, EO Brogna received communication from the Cassel Volunteer Fire Company Secretary indicating that the Cassel community did not want to be included in the District's sphere and would like LAFCO to reverse its decision. Legal Counsel Jim Underwood's initial belief is that reconsideration of the District's sphere would need to be initiated by resolution of application or petition, but he will review the matter in more detail so EO Brogna can provide accurate information to the community.

### **6. COMMISSIONER COMMENTS**

Commissioner Baugh provided a brief summary of her experience at the CALAFCO Conference in October. She learned a lot and thought the experience was very beneficial. She plans to provide a more in-depth report-out at the December 4, 2025, Regular Commission meeting. She also noted that the next Annual Conference will be held in Sacramento.

Commissioner Ryness noted that he recently returned from a CSDA meeting in Sacramento.

Chair Russell said that his time on LAFCO has ended, and that he has had a lot of fun serving LAFCO over the past 25-30 years. He wished everyone a happy Thanksgiving holiday.

### **7. MEETING ADJOURNMENT - 10:23 A.M.**

Bank Statements Removed for Security Purposes



DATE:	11/30/2025
INVOICE #:	25-235-11
TOTAL DUE:	\$ 8,917.09

**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****NOVEMBER 2025****Municipal Service Reviews (MSR) / Sphere of Influence (SOI) Updates**

CSA's MSR: Continued drafting MSR sections based on available information.

Anderson FPD MSR: Revised agency maps and compiled data on land use and zoning designations.

**Staffing Services**

Coordinated with Executive Committee on date of next meeting. Prepared for and conducted November 20<sup>th</sup> Executive Committee meeting. Responded to requests from community members of Cassel regarding the Burney FPD MSR/SOI Update and options for requesting reconsideration of the SOI. Made payments and updated QuickBooks accounts. Coordinated with Commissioners regarding the upcoming Regular Commission meeting. Drafted staff reports for December 4<sup>th</sup> Commission meeting. Completed and distributed the meeting agenda packet.

**GIS Services**

No hours this period.

**Applications**

Fall River Valley CSD: Coordinated with District representatives on additional information regarding the application and proposed processing timeline.

*MSR/SOI Update Amount Due: \$ 1,850.00*

*Staffing Services Amount Due: \$ 6,448.34*

*GIS Services Amount Due: \$ 0.00*

*Applications: \$ 618.75*

**TOTAL AMOUNT DUE THIS INVOICE: \$ 8,917.09**

*(see attached spreadsheets for detailed cost breakdown)*

Staffing Services Contract:	\$ 114,000.00
Total Billed to Date:	\$ 78,667.24
Amount Remaining:	\$ 40,332.76

## ***Shasta LAFCO Staffing Services - November 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 November 2025	Total Cost FY-to-Date	Remaining
			C. Santsche	K. Brogna	E. Haskett	S. Wickman	A. Chung	L. Choy				
Hourly Rate			\$195	\$160	\$145	\$145	\$125	\$125				
<b>MSR/SOI - Review and Analysis</b>		\$28,000.00								<b>\$1,850.00</b>	<b>\$25,801.25</b>	<b>\$2,198.75</b>
Fall River Valley FPD MSR/SOI Update										\$0.00	\$62.50	
CSAs #2, 3, 6, and 13 MSR/SOI Update				1.25		1.00		1.00		\$470.00	\$11,446.25	
Anderson FPD MSR/SOI Update				0.75	0.50			9.50		\$1,380.00	\$10,147.50	
Burney FPD MSR/SOI Update										\$0.00	\$3,707.50	
CSA #4 - Dissolution MSR/SOI Update										\$0.00	\$437.50	
<b>Staffing Services</b>		\$86,000.00								<b>\$6,448.34</b>	<b>\$50,865.99</b>	<b>\$35,134.01</b>
General Staffing Services				11.00			10.25		\$118.33	\$3,159.58	\$28,485.91	
Accounting				2.50						\$400.00	\$5,613.30	
Policies and Procedures Update										\$0.00	\$0.00	
Staff Coordination										\$0.00	\$0.00	
Noticing, Staff Reports, and Budgeting				3.00			4.50			\$1,042.50	\$3,602.50	
Public / Agency Information Requests				2.50						\$400.00	\$2,560.00	
Budget Preparation										\$0.00	\$160.00	
Conferences										\$0.00	\$1,820.04	
Commission Meetings										\$76.26	\$76.26	\$4,367.99
Executive Committee Meetings				7.00			2.00			\$1,370.00	\$4,256.25	
<b>GIS Services</b>		\$5,000.00								<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$3,000.00</b>
Public/ Agency Information Requests										\$0.00	\$2,000.00	
<b>Application Processing / Pre-App Review Expenses</b>		Deposit								<b>\$618.75</b>	<b>\$2,836.25</b>	
CSA #8 Annexation - Axner										\$0.00	\$0.00	
FRV CSD Annexation Williams Rd				2.50			0.25	1.50		\$618.75	\$2,836.25	
FRV FPD Reorganization										\$0.00	\$0.00	
<b>Staff Hours</b>			0.00	30.50	0.50	1.00	17.00	12.00				
<b>Total</b>		<b>\$119,000.00</b>	\$0.00	\$4,880.00	\$72.50	\$145.00	\$2,125.00	\$1,500.00	\$194.59	<b>\$8,917.09</b>	<b>\$78,667.24</b>	\$40,332.76

Expenses		
Mileage (240 mi@0.70/mi)		\$0.00
Hotel & Meals		\$0.00
CALAFCO Conference		\$0.00
Printing & Postage (see separate sheet for detail)		\$84.59
Storage Unit (Crown Storage) Rent		\$110.00
<b>Total</b>		<b>\$194.59</b>



## Office Supplies

**BILL TO:** Shasta LAFCO

**PROJECT:**

Shasta LAFCO Staffing Services

NVOICE # 25-235-11

DATE: 11/30/2025

Account	Title	Qty	Type	Description	Cost/Unit	Total
	Duplicating	100	8½ x 11 (B&W)	Printing of four agenda packets (Commissioners Ryness, Baugh, Morgan, and Russell)	\$0.10	\$10.00
	Postage	4	Flat-sized envelope, priority	Printing of four agenda packets (Commissioners Ryness, Baugh, Morgan, and Russell)	\$11.90	\$47.60
	Printing (McDonald's Budget Printing)	1	8.5" x 11" B&W	Printing of two agenda packets, 10 agenda copies	\$18.66	\$18.66
						<b>SUBTOTAL</b>
						<b>\$76.26</b>

**TOTAL** **\$76.26**


TAHOE VALLEY  
950 EMERALD BAY RD  
SOUTH LAKE TAHOE, CA 96150-6415  
www.usps.com

11/18/2025 03:55 PM

 TRACKING NUMBERS  
9589 0710 5270 2575 4211 33

 TRACK STATUS OF ITEMS WITH THIS CODE  
(UP TO 25 ITEMS)

 TRACK STATUS BY TEXT MESSAGE  
Send tracking number to 28777 (2USPS)  
Standard message and data rates may apply

 TRACK STATUS ONLINE  
Visit <https://www.usps.com/tracking>  
Text and e-mail alerts available

## PURCHASE DETAILS

Product	Qty	Unit Price	Price
---------	-----	------------	-------

Envelope 6X9 1 \$0.69 \$0.69

First-Class Mail® 1 \$1.07

Letter

Shasta Lake, CA 96019

Weight: 0 lb 1.10 oz

Estimated Delivery Date

Sat 11/22/2025

Non-Machinable

Total \$1.56

First-Class Mail® 1 \$0.78

Letter

Redding, CA 96099

Weight: 0 lb 0.50 oz

Estimated Delivery Date

Sat 11/22/2025

Certified Mail®

Tracking #:

9589 0710 5270 2575 4211 33

Total \$6.08

Grand Total: \$8.33

Debit Card Remit \$8.33

Card Name: VISA

Account #: XXXXXXXXXXXX6833

Approval #: 057366

Transaction #: 827

Receipt #: 046058

Debit Card Purchase: \$8.33

AID: A0000000980840 Contactless

AL: US DEBIT



DATE:	12/31/2025
INVOICE #:	25-235-12
TOTAL DUE:	\$ 8,703.52

**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****DECEMBER 2025****Municipal Service Reviews (MSR) / Sphere of Influence (SOI) Updates**

No hours this period.

**Staffing Services**

Prepared for and conducted December 4<sup>th</sup> Regular Commission meeting. Responded to public and agency requests for information regarding the expanded Burney FPD sphere of influence. Made payments as necessary to cover regular monthly expenses. Coordinated with legal counsel on potential reconsideration of expanded Burney FPD sphere of influence.

**GIS Services**

Corresponded with County staff regarding review and update of agencies boundaries. Reviewed protocols for ensuring boundaries are set and maintained by LAFCO while ensuring they also meet County needs, align with tax rate areas, and, where possible, parcel lines.

**Applications**

Fall River Valley CSD: Received and reviewed correspondence from the County regarding the tax exchange process for the proposed annexation.

*MSR/SOI Update Amount Due: \$ 0.00*

*Staffing Services Amount Due: \$ 7,713.52*

*GIS Services Amount Due: \$ 750.00*

*Applications: \$ 240.00*

**TOTAL AMOUNT DUE THIS INVOICE: \$ 8,703.52**

*(see attached spreadsheets for detailed cost breakdown)*

Staffing Services Contract:	\$ 114,000.00
Total Billed to Date:	\$ 87,130.76
Amount Remaining:	\$ 31,869.24

## ***Shasta LAFCO Staffing Services - December 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 November 2025	Total Cost FY-to-Date	Remaining
			C. Santsche	K. Brogna	E. Haskett	S. Wickman	A. Chung	L. Choy				
Hourly Rate			\$195	\$160	\$145	\$145	\$125	\$125				
<b>MSR/SOI - Review and Analysis</b>		\$28,000.00								<b>\$0.00</b>	<b>\$25,801.25</b>	<b>\$2,198.75</b>
Fall River Valley FPD MSR/SOI Update										\$0.00	\$62.50	
CSAs #2, 3, 6, and 13 MSR/SOI Update										\$0.00	\$11,446.25	
Anderson FPD MSR/SOI Update										\$0.00	\$10,147.50	
Burney FPD MSR/SOI Update										\$0.00	\$3,707.50	
CSA #4 - Dissolution MSR/SOI Update										\$0.00	\$437.50	
<b>Staffing Services</b>		\$86,000.00								<b>\$7,713.52</b>	<b>\$58,579.51</b>	<b>\$27,420.49</b>
General Staffing Services			27.00				6.25	2.50		\$5,413.75	\$33,899.66	
Accounting			1.50							\$240.00	\$5,853.30	
Policies and Procedures Update										\$0.00	\$0.00	
Staff Coordination										\$0.00	\$0.00	
Noticing, Staff Reports, and Budgeting			2.00			1.00				\$445.00	\$4,047.50	
Public / Agency Information Requests			5.00							\$800.00	\$3,360.00	
Budget Preparation										\$0.00	\$160.00	
Conferences										\$0.00	\$1,820.04	
Commission Meetings			3.00						\$334.77	\$814.77	\$5,182.76	
Executive Committee Meetings										\$0.00	\$4,256.25	
<b>GIS Services</b>		\$5,000.00								<b>\$750.00</b>	<b>\$2,750.00</b>	<b>\$2,250.00</b>
Public/ Agency Information Requests							6.00			\$750.00	\$2,750.00	
<b>Application Processing / Pre-App Review Expenses</b>	Deposit									<b>\$240.00</b>	<b>\$3,076.25</b>	
CSA #8 Annexation - Axner										\$0.00	\$0.00	
FRV CSD Annexation Williams Rd			1.50	0.50						\$240.00	\$3,076.25	
FRV FPD Reorganization										\$0.00	\$0.00	
<b>Staff Hours</b>			0.00	40.00	0.50	0.00	7.25	8.50				
<b>Total</b>		<b>\$119,000.00</b>	\$0.00	\$6,400.00	\$72.50	\$0.00	\$906.25	\$1,062.50	\$334.77	<b>\$8,703.52</b>	<b>\$87,130.76</b>	\$31,869.24

Expenses		
Mileage (240 mi@0.70/mi)		\$168.00
Hotel & Meals		\$166.77
CALAFCO Conference		
Printing & Postage (see separate sheet for detail)		
Storage Unit (Crown Storage) Rent		
<b>Total</b>		<b>\$334.77</b>

Corkey Harmon  
County Member  
  
Chris Kelstrom  
County Member  
  
Allen Long  
County Member Alternate

Susie Baugh  
City Member  
  
Pam Morgan  
City Member  
  
Tenessa Audette  
City Member Alternate



Fred Ryness  
Special District Member  
  
Ronnean Lund  
Special District Member  
  
Rosemary Smith  
Special District Alternate

Brenda Haynes  
Public Member  
  
Michael Spencer  
Public Member Alternate

## **REGULAR COMMISSION MEETING**

Thursday, February 5<sup>th</sup>, 2026, at 9:00 a.m.  
City of Redding, City Council Chambers  
777 Cypress Avenue, Redding, CA 96001

## **DRAFT AGENDA**

### **1. CALL TO ORDER**

- a. Roll Call
- b. Pledge of Allegiance - Commissioner Morgan
- c. Designation of Chair and Vice Chair for 2026 Calendar Year

### **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 - NONE**

### **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. December 4, 2025 Draft Meeting Minutes
- b. November - December 2025 Financial Summary

### **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**

## SHASTA LAFCO

---

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. Burney FPD Sphere of Influence Amendment Discussion

*The Commission will receive a report of recent updates pertaining to the Burney FPD SOI Amendment approved in October 2025 including a potential reconsideration request.*

b. Professional Services Contracts for Executive Officer and Legal Counsel

*The Commission will receive a report regarding its professional services contracts for Executive Officer and Legal Counsel. The current terms for both contracts are effective through June 30, 2026.*

c. Executive Committee for 2026

*The Commission will consider appointing members to the Executive Committee for the remainder of the 2026 calendar year.*

### **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. Brown Act Update

*The Commission will receive an update on recent changes to the Brown Act, effective January 1, 2026, affecting LAFCO.*

e. Form 700 and Ethics Training

*The Commission will receive an overview of Form 700 and ethics requirements.*

### **11. CLOSED SESSION - NONE**

### **12. COMMISSIONER ANNOUNCEMENTS (INFORMATIONAL ONLY)**

### **13. STAFF ANNOUNCEMENTS**

### **14. ADJOURNMENT**

The next Regular Commission Meeting is scheduled for Thursday, April 2, 2026, at 9:00am at the City of Anderson Council Chambers located at 1887 Howard St, Anderson, CA, 96007.

## 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](mailto: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](http://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.

---

Corkey Harmon  
County Member  
  
Chris Kelstrom  
County Member  
  
Allen Long  
County Member Alternate

Susie Baugh  
City Member  
  
Pam Morgan  
City Member  
  
Tenessa Audette  
City Member Alternate



Fred Ryness  
Special District Member  
  
Ronnean Lund  
Special District Member  
  
Rosemary Smith  
Special District Alternate

Brenda Haynes  
Public Member  
  
Michael Spencer  
Public Member Alternate

## AGENDA ITEM 5.A.

**Date:** January 22, 2026

**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. The County Board of Supervisors will be considering the Tax Exchange agreement at their meeting on February 10<sup>th</sup>. If approved, the application will be considered complete, and staff will move forward with processing the application. It is

anticipated that a public hearing on the annexation will be held at the April 2, 2026, Commission meeting.

**RECOMMENDATION**

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

Corkey Harmon  
County Member  
  
Chris Kelstrom  
County Member  
  
Allen Long  
County Member Alternate

Susie Baugh  
City Member  
  
Pam Morgan  
City Member  
  
Tenessa Audette  
City Member Alternate



Fred Ryness  
Special District Member  
  
Ronnean Lund  
Special District Member  
  
Rosemary Smith  
Special District Alternate

Brenda Haynes  
Public Member  
  
Michael Spencer  
Public Member Alternate

## AGENDA ITEM 5.B.

**Date:** January 22, 2026

**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 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 Cassel. The Cassel community has expressed interest in petitioning LAFCo to reconsider its decision to adopt the updated SOI for Burney FPD. The Commission will hear recent updates and hold further discussion at the February 5, 2026, Commission meeting.

#### **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.