

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 5th, 2026, at 9:00 a.m.
City of Redding, City Council Chambers
777 Cypress Avenue, Redding, CA 96001

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 that expanded the SOI to include areas along Hatchet Ridge and the community of Cassel.

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.

d. Appointment of Voting Delegate for CALAFCO Business Meeting

The Commission will consider appointing a voting delegate to represent Shasta LAFCO at the 2026 CALAFCO Special Business Meeting, scheduled for February 23, 2026 via remote participation.

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. 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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Special District Member
Ronnean Lund
Special District Member
Rosemary Smith
Special District Alternate

Brenda Haynes
Public Member
Michael Spencer
Public Member Alternate

AGENDA ITEM 1.c.

Date: February 5, 2026

From: Krystle Brogna, Executive Officer

Subject: Designation of Chair and Vice Chair for 2026 Calendar Year

The Commission will consider designating a Chair and Vice Chair for the 2026 calendar year.

BACKGROUND

It is the policy of the Commission to annually designate a Chair and Vice Chair among its regular members. Per Shasta LAFCO policy 2.5.2, the election should be conducted as follows:

1. Call for nominations and seconds for Chairman.
2. Nominations for Chairman closed.
3. Call for voice vote; announcement of result.
4. Call for nominations and seconds for Vice-Chairman.
5. Nominations for Vice-Chairman closed.
6. Call for voice vote; announcement of result.

It is common practice that the Chair and Vice Chair be selected from different categories of membership (County, City, Special District, Public). The below table shows a five-year history of officer positions.

YEAR	CHAIR	VICE CHAIR
2025	Larry Russell	Fred Ryness
2024	Larry Russell	Fred Ryness
2023	Irwin Fust/ Stan Neutze	Stan Neutze/ Larry Russell
2022	Irwin Fust	Stan Neutze
2021	Irwin Fust	Joe Chimenti

DISCUSSION

The designated Chair would be seated upon selection and preside for the remainder of the LAFCO meeting unless preferred otherwise.

RECOMMENDATION

Staff recommends the Commission designate a Chair and Vice Chair for the 2026 calendar year.

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

DRAFT MEETING MINUTES

1. CALL TO ORDER

Vice Chair Ryness called meeting to order at 9:05 a.m. at the City of Shasta Lake Council Chambers. It was noted that a vehicle accident was blocking the highway in Anderson and attendees may be late because of the road closure.

a. Roll Call

Present: Commissioners Baugh, Harmon, Kelstrom*, Lund, and Ryness; Alternate Commissioners Morgan (seated as a voting member), Smith, and Spencer (seated as voting member).

Absent: Chair Russell; Commissioner Littau; Alternate Commissioner Long

Staff Present: Executive Officer Krystle Brogna; Legal Counsel Jim Underwood

*Commissioner Kelstrom joined the meeting at 9:13 a.m.

b. Pledge of Allegiance - Commissioner Lund

2. PUBLIC COMMENT

Public comment was received from Edie Baltzer of Cassell and Shelly Irwin of Cassell. Comments expressed concern over the noticing process for the Burney FPD MSR/SOI Update review and approval. A request was made to reconsider the Commission's decision on October 2, 2025, which expanded the Burney FPD SOI to include the community of Cassell.

3. AGENDA ADOPTION

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

EO Brogna requested that the Fall River Valley FPD be added under Item 4 - Special Presentations for information purposes only.

Motion Lund/ Baugh to adopt the agenda as amended. Motion passed by 6-0-0 voice vote.

4. SPECIAL PRESENTATIONS

a. Fall River Valley Fire Protection District Services Update

Commissioner Kelstrom joined the meeting during the presentation. Ryan Booth, Fall River Valley FPD Assistant Chief, provided an overview of the District including information on current staffing, apparatus fleet, financial status, statistics on calls for service, mutual and automatic aid agreements, and recent accomplishments. Current District challenges include completing a lengthy audit process, recruiting volunteers aged 18-60, sourcing grant funding, and the provision of ambulance services in the east side of the District.

Assistant Chief Booth shared that as of 2023, there were three ambulance providers operating in the east area including Burney FPD, Mayers Memorial Hospital District, and Southern Cascades CSD based in Adin, Modoc County. At present, only Mayers Memorial provides ambulance services in this area which poses transportation limitations when the only staffed ambulance is out on a call. Other transportation limitations include weather challenges and low visibility affecting the air ambulance service in the area.

Commissioners asked clarifying questions and thanked Assistant Chief Booth for providing this update on the District.

b. Recognition of Outgoing Public Member Larry Russell

This item was not presented due to Chair Russell's absence.

5. CONSENT CALENDAR

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

Motion Kelstrom/ Lund to approve the consent calendar. Motion passed by a 6-0-1 voice vote with Commissioner Lund abstaining.

6. ITEMS PULLED FROM CONSENT CALENDAR - NONE

7. CORRESPONDENCE - NONE

8. SCHEDULED PUBLIC HEARINGS - NONE

9. BUSINESS ITEMS

a. Appointment of Regular Public Member

The Commission received a report on the regular public member selection process including a recommendation from the Public Member Selection Committee to appoint Brenda Haynes as the new Regular Public Member. Both candidates, Brenda Haynes and Bill Goodwin, were present at the meeting and provided a brief statement to the Commission. Commissioners asked clarifying questions of both candidates.

Motion Kelstrom/ Baugh to appoint Brenda Haynes as the new Regular Public Member beginning in January 2026. Motion passed by a 6-1-0 voice vote with Alternate Commissioner Spencer opposed.

10. EXECUTIVE OFFICER REPORT

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

EO Brogna introduced the staff report and noted that staff is working on drafting multiple MSR/SOI Updates and sourcing outstanding information from agency representatives.

b. Status of Current and Future Applications

EO Brogna introduced the staff report and explained that Fall River Valley CSD has submitted an application for annexation. The application cannot be considered complete until the tax exchange agreement process is completed. It is anticipated that this application will be brought to the Commission at the next meeting, but this is contingent upon action by the Board of Supervisors.

c. CALAFCO Legislative Report

EO Brogna provided the Commission with an update on legislation pertaining to LAFCO.

d. CALAFCO "The Sphere"

EO Brogna provided a summary of "The Sphere", which is CALAFCO's annual journal.

Commissioner Baugh provided comments on her experience attending the CALAFCO Annual Conference in October including what she learned regarding cemetery districts, which is of particular interest to the City of Anderson. She also commented that she found it interesting that CALAFCO has staff serve on its board. Commissioner Lund agreed that it was a valuable experience to get to attend and shared that CALAFCO and other LAFCO's experiences can be used as resources. She encouraged all Commissioners that intend to be involved with LAFCO to attend a CALAFCO conference at some point.

11. CLOSED SESSION - NONE

12. COMMISSIONER ANNOUNCEMENTS

Vice Chair Ryness shared that it has been an interesting experience as the California Special Districts Association prepares to go national.

Commissioner Lund shared that a presentation at the CALAFCO Conference stated that Fire Protection Districts are better than County Service Areas at protecting counties from liability.

Commissioner Harmon expressed interest in attending a future CALAFCO Conference.

Commissioner Kelstrom requested that items be added to a future agenda including 1) a general discussion on the Burney FPD and his and Commissioner Harmon's experience working in the area, 2) discussion on reconsidering the Burney FPD SOI decision, and 3) a presentation by County fire on what it could look like if County fire took over Burney FPD's jurisdiction. He also commented on the vehicle accident on the highway and apologized for arriving late at the meeting.

Alternate Commissioner Morgan also expressed interest in attending a future CALAFCO Conference.

Commissioner Baugh mentioned that Anderson's mayor's selection will be done soon and that City Commissioners may be adjusting.

13. STAFF ANNOUNCEMENTS

EO Brogna noted that at the next meeting, she would like to provide an overview of LAFCO's contracting and budgeting processes.

14. ADJOURNMENT - 10:28 AM

DRAFT

Profit and Loss Detail
Shasta Local Agency Formation Commission
November 1-December 31, 2025

	date	type	Num	Name	Memo/Description	Item split account	Amount	Balance
Ordinary Income/Expenses								
Gross Profit								
Expenses								
D Memberships and Fees								
Bank & Transfer Fees								
	11/17/2025	Expense		US Bank		US Bank - Operational	27.00	27.00
	12/12/2025	Expense		US Bank		US Bank - Operational	27.00	54.00
Total for Bank & Transfer Fees								
Total for D Memberships and Fees with sub-accounts								
B Professional Services								
Contractor Executive Officer								
	11/30/2025	Bill	25-235-11	Planwest Partners, Inc.		Accounts Payable	6,448.34	6,448.34
	12/31/2025	Bill	25-235-12	Planwest Partners, Inc.		Accounts Payable	7,713.52	14,161.86
Total for Contractor Executive Officer								
MSR/SOI Expenses								
	11/30/2025	Bill	25-235-11	Planwest Partners, Inc.		Accounts Payable	1,850.00	1,850.00
Total for MSR/SOI Expenses								
Total for B Professional Services with sub-accounts								
C Office & Supplies								
Storage Rent								
	11/21/2025	Bill	29570	Crown Storage	December Rent - Unit 468	Accounts Payable	110.00	110.00
	12/23/2025	Expense	1524	Crown Storage		Tri Counties Bank Checking	110.00	220.00
Total for Storage Rent								
Total for C Office & Supplies with sub-accounts								
Total for Expenses with sub-accounts								
Net Ordinary Income								
Other Income/Expense								
Other Expense								
Application Processing Costs								
	11/14/2025	Bill		Shasta County Elections	Voter Information for FRV CSD Annex - Williams Road	Accounts Payable	68.00	68.00
	11/30/2025	Bill	25-235-11	Planwest Partners, Inc.		Accounts Payable	618.75	686.75
	12/31/2025	Bill	25-235-12	Planwest Partners, Inc.		Accounts Payable	240.00	926.75
Total for Application Processing Costs								
Total for Other Expense with sub-accounts								
Net Other Income								
Net Income								

Accrual Basis Wednesday, January 28, 2026 07:52 PM GMTZ

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AGENDA ITEM 9.A.

Date: February 5, 2026

From: Krystle Brogna, Executive Officer

Subject: **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 that expanded the SOI to include areas along Hatchet Ridge and the community of Cassel.

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.

As part of the Commission's work plan, staff prepared a MSR/SOI Update for the Burney Fire Protection District (FPD) in 2025. As part of the update process, staff coordinated with Burney FPD Interim Chief Robert May. Discussions were focused on the provision of services including fire and emergency response, and ambulance services. Additionally, Chief May requested that LAFCO review the established SOI for the District and consider expanding it to encompass additional forested, and developed, areas surrounding the District.

During the course of the MSR/SOI Update preparation, LAFCO received communication from Cassel community member Edie Baltzer, informing the Commission that the Shasta County Fire Department sent the Cassel Volunteer Fire Company a letter (dated June 9, 2025), informing them that the Shasta County Fire Department (CSA #1) was terminating their Site Use Agreement and would be pulling all Shasta County Fire assets out of the Cassel fire station. This meant that the Cassel fire station might no longer be utilized and/or staffed by Shasta County fire. During a follow-up phone call with Ms. Baltzer on July 9, 2025, LAFCO Executive Officer Krystle Brogna noted that staff was currently working on a MSR/SOI Update for Burney FPD and the Commission could potentially look into expanding the SOI for the FPD to include Cassel which, if approved by the Commission, could open up additional options for possible future staffing of the fire station in Cassel.

At the August 7, 2025, Commission meeting, a Public Hearing for the Burney FPD MSR/SOI Update was opened. The meeting was noticed in the Record Searchlight newspaper in accordance with Government Code Section 56153 and on the Shasta LAFCO website. During the meeting, Commissioners received a presentation from staff and Chief May on the status of the District and the

additional coordination needed to determine if the SOI should be expanded or not. The Public Hearing was then continued to the October 2, 2025, regular Commission meeting.

Prior to the October meeting, Executive Officer Brogna contacted Shasta County Fire Department Chief Sean O'Hara, and Senior Administrative Analyst Jenn Rossi of the Shasta County Administrative Office, to discuss potential expansion of the Burney FPD SOI. Both of them expressed concern over expansion of the SOI citing potential issues with logistics, safety, resources, and coverage that needed to be researched and clarified prior to any decision. As such, LAFCO staff recommended that the Cassel area instead be identified as a Special Study area in order to further review options but without an immediate SOI change that included Cassel.

The October 2, 2025, meeting was held in Burney at the Burney FPD in order to offer the public increased access to provide public comment. During the meeting, staff provided an overview of changes that were made to the MSR/SOI Update document since the August meeting, discussed potential issues with including commercial timberlands within the FPD SOI, and options for the Cassel area. Information was also provided by representatives from Burney FPD and CAL FIRE (as staff for Shasta County Fire Department). It was noted that including Cassel in the Burney FPD SOI could open up the area to ambulance services provided by the District.

Public comment was received from several members of the public including multiple people from the Cassel community. Commissioners asked clarifying questions and discussed several options for the Burney FPD SOI. After deliberation, the Commission opted to expand the SOI to the largest extent requested by the District which included the community of Cassel (Attachment A: Resolution 2025-06).

After adoption of the MSR/SOI Update, Executive Officer Brogna received communication from Shelly Irwin, Secretary of the Cassel Volunteer Fire Company. She requested clarification on the SOI change process, public notification processes, if Cassel had been included in the Burney FPD SOI before, who could apply for potential annexation into the FPD, and the process for requesting reconsideration of the Commission's decision to expand the Burney FPD SOI. Executive Officer Brogna sought input from Legal Counsel Jim Underwood and the LAFCO Executive Committee in order to provide information on the items listed. Clarification was also provided on the differences between the District's jurisdictional boundary and the SOI.

Jurisdictional Boundary: The area where the agency has actual legal authority to implement its adopted rules and regulations, and provide services.

Sphere of Influence: A plan for the probable physical boundaries and service area of a local agency, as determined by the Commission, but not authorizing expanded services unless there were to be a noticed hearing and formal Commission approval of an agency boundary change.

It was emphasized that changes to a SOI do not change service boundaries or affect service provision. Instead, a SOI identifies areas where future service options may be considered.

Following this communication, public comment was provided at the December 4, 2025, Regular Commission meeting by both Ms. Baltzer and Ms. Irwin. They expressed concern that insufficient

notice was provided and the Cassel community was therefore unaware of the proposed change for the Burney FPD SOI. They also formally requested that the Commission “reconsider” its decision to expand the SOI, and remove Cassel from the SOI. During public comment, a motion was made to agendize the issue for the next regular Commission meeting in February. Brown Act requirements, as stated on the LAFCO meeting agenda, provide that no actions are to be taken by the Commission as a result of items presented during the public comment period of the meeting. However, it was later requested by the Commission, during Commission discussion of a related agendized item, that staff notice further discussion of the Burney FPD SOI issues and potential action on a future agenda. It was also requested that a presentation be provided by Shasta County Fire then on the possibility of having that agency take over fire services within the Burney FPD boundary.

Executive Officer Brogna also received communication from Ms. Irwin, on behalf of the Cassel Volunteer Fire Company, in December 2025, asking for additional information from Shasta LAFCO for a community meeting in Cassel on January 12, 2026. They asked if a representative from LAFCO could attend the meeting or, if someone could not attend, they asked if additional written information could be provided that explained the purpose of LAFCO and the SOI process. Subsequent communication noted that LAFCO would not be a panelist but would be attending as a member of the public to be available for any questions that might come up. Executive Officer Brogna was unable to attend so written information was provided (Attachment B).

DISCUSSION

Reorganization Process

As noted above, under Background, the question was raised as to whether the Shasta County Fire Department could take over fire and emergency response services from the Burney FPD. There are provisions in the CKH Act for LAFCO initiated dissolutions of agencies based on the inability of an agency to provide services (Government Code Section 56375.1). However, based on the recently adopted MSR for the District, there is no evidence to suggest that they have chronic service provision deficiencies, have spent public funds in an unlawful manner, have shown willful neglect regarding public disclosure laws, have failed to meet the minimum number of times required by law, have consistently failed to perform timely audits, and/or have chronic issues with the District’s fiscal controls. As such, LAFCO has no statutory grounds for initiating dissolution of the Burney FPD. Such a reorganization of services would need to be initiated by Resolution of Application by both the Burney FPD and the Shasta County Fire Department after considerable discussion and consultation with both agencies.

Reconsideration of Expanded Burney FPD SOI

As noted above under Background, a SOI is a plan for the probable physical boundaries and service area of a local agency, as determined by the Commission. Changes to a SOI do not change service boundaries or affect service provision. Instead, a SOI identifies areas where alternative future service options may be considered. These options may include out of agency service connections (most commonly for water or wastewater), service contracts with other agencies, expanded goodwill or mutual aid response areas, or other service arrangements. Any future changes of organization, such as annexations, must be consistent with an adopted SOI, but inclusion within a SOI does not guarantee that a change of organization will occur. Prior to consideration of any substantial boundary change,

additional public outreach takes place to allow ample opportunity for public comment and coordination with other potentially affected agencies.

The Commission chose to expand the Burney FPD SOI on October 2, 2025, after receiving information from staff and potentially impacted agencies, and after accepting public comment at two public hearings. The CKH Act provides for a reconsideration of Commission approved changes of organization or reorganizations, but only if this occurs within a period of 30 days following that approval (Government Code Section 56895). During this time, any person or affected agency may file a written request with the executive officer requesting amendments to or reconsideration of a resolution. The Cassel Volunteer Fire Company first inquired about the reconsideration process on October 22, 2025. However, due to additional information gathering and discussion with legal counsel, options for potential reconsideration were not provided until November 25, 2025. A formal verbal request for reconsideration was given at the December 4, 2025 Commission meeting, citing Shasta LAFCO policy Chapter 4, Section 7 – Reconsideration of Shasta LAFCO Decisions, and arguing that insufficient public notice was given, noting that the initial public notice did not mention the community of Cassel nor was it published in The Intermountain News, which is the local newspaper for the Fall River Valley.

It should be noted that the reconsideration process and timing, as addressed both in the CKH Act and in Shasta LAFCO policy, is limited to changes of organization or reorganization. These include changes to the jurisdictional boundaries of agencies such as annexations or detachments, formation and/or dissolution of agencies, new or expanded services, and the like. It does not pertain to setting an agency's SOI. However, Shasta LAFCO Policy Chapter 1 – Section 3: Transaction of Official Business – Public Hearings/ Rehearings, does provide options for such a request.

Policy Chapter 1 – Section 3.4.2: Rehearings. At the next meeting after action has been taken approving or disapproving a proposal, other than a change of organization or reorganization which would be subject to reconsideration proceedings pursuant to § 56895, the Commission may order a rehearing on any matter. Such order for rehearing may be made upon the Commission's own approved motion, or at the request of any affected agency or interested party. A rehearing may be granted only upon one or more of the following grounds:

1. A demonstrated proceedings error that may have affected the Commission's decision.
2. A mistake or misunderstanding of fact or law that substantially affected the Commission's decision.
3. The existence of new matters not considered by the Commission and which may have affected the decision.

Should the Commission identify an item that qualifies under the grounds listed above, the item may be reheard.

RECOMMENDATION

The Commission has several options for moving forward with the consideration of the Burney FPD SOI as noted below:

Formal Rehearing for the Burney FPD MSR/SOI Update

Should the Commission determine that there was either a demonstrated proceeding error, a mistake or misunderstanding of fact or law, or the existence of new matters not considered by the Commission, then a formal rehearing may be conducted. Such a rehearing would be a scheduled for a newly noticed public hearing at the next regular Commission meeting.

Continue the Item to a Future Meeting

The Commission may choose to continue this meeting item to the next Regular Commission meeting to be held on April 2, 2026, in order to obtain additional information and hold further discussion on the item.

No Action

The Commission may determine that the sufficient information and discussion was held during the August and October public hearings for the MSR/SOI Update and as such, the Commission's October 2, 2025, decision would stand.

Attachments

Attachment A - Resolution 2025-06: Burney FPD MSR/SOI Update

Attachment B - Letter to Cassel Volunteer Fire Company: LAFCO Process for Sphere of Influence and Organization Changes

SHASTA LOCAL AGENCY FORMATION COMMISSION

RESOLUTION 2025-06

RESOLUTION OF THE SHASTA LOCAL AGENCY FORMATION COMMISSION APPROVING THE BURNNEY FIRE PROTECTION DISTRICT MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE

WHEREAS, the Cortese Knox Hertzberg Local Government Reorganization Act of 2000 governs the organization and reorganization of cities and special districts by Local Agency Formation Commissions (LAFCO), as defined and specified in Government Code Sections 56000 et seq.; and

WHEREAS, the Shasta Local Agency Formation Commission (LAFCO or Commission), is authorized to conduct Municipal Service Reviews (MSR) and establish, amend, and update Spheres of Influence (SOI) for local governmental agencies whose jurisdictions are within Shasta County; and

WHEREAS, the Commission conducted a MSR pursuant to California Government Code Section 56430 to evaluate the availability and performance of governmental services provided by Burney Fire Protection District (Burney FPD); and

WHEREAS, the Executive Officer gave sufficient notice of a public hearing to be conducted by the Commission in the form and manner provided by law; and

WHEREAS, the staff report and recommendations on the MSR and SOI were presented to the Commission in the form and manner prescribed by law; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a public hearing held on the MSR and SOI update on August 7, 2025 and continued to October 2, 2025; and

WHEREAS, the Commission considered all the factors required under California Government Code Section 56430 and 56425.

NOW THEREFORE, IT IS RESOLVED, DETERMINED AND ORDERED as follows:

1. The Commission, as Lead Agency, finds the MSR is exempt from further review under the California Environmental Quality Act pursuant to Title 14 California Code of Regulations Section 15306. This finding is based on the use of the MSR as a data collection and service evaluation study. The information contained within the municipal service review may be used to consider future actions that will be subject to additional environmental review.
2. The Commission, as Lead Agency, finds the SOI update is exempt from further review under the California Environmental Quality Act pursuant to Title 14 California Code of Regulations Section 15061(b)(3). This finding is based on the Commission determining with certainty the update will have no possibility of significantly affecting the environment given no new land use or municipal service authority is granted.

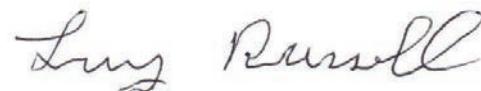
3. The MSR and SOI update is assigned the following distinctive short-term designation:
"Burney FPD MSR/SOI Update 2025"
4. Pursuant to Government Code Section 56430(a), the Commission makes the written statement of determinations for Burney FPD included in the MSR, hereby incorporated by reference.
5. Pursuant to Government Code Section 56425(e), the Commission makes the written statement of determinations for the agency under review included in the SOI update, hereby incorporated by reference.
6. The Executive Officer shall revise the official records of the Commission to reflect this MSR/SOI update and is authorized to make non-substantive changes to the document as necessary.
7. Prior to any change of organization proposed for the Burney FPD, the District shall meet with representatives from CSA #1, the Shasta County Administrative Office, and the Shasta County Auditor to assess the potential impacts of reorganization on the provision of fire and emergency response services in the area.
8. The Cassel community, east of Burney, will be designated as a Special Study Area to indicate the need for further review and analysis prior to any application for reorganization.

BE IT FURTHER RESOLVED that the Burney FPD MSR/SOI Update 2025 is hereby approved and incorporated herein by reference and the SOI for the District is expanded to include Hatchet Mountain, the community of Cassel, and areas up to the McArthur-Burney Falls Memorial State Park as shown in Exhibit A.

THE FOREGOING RESOLUTION was introduced at a regular meeting of the Shasta Local Agency Formation Commission on the 2nd day of October 2025, and adopted by the following vote:

AYES: Commissioners Baugh, Harmon, Kelstrom, Morgan, Russell, Ryness, and Smith
NOES: None
ABSTAINS: None
ABSENT: None

Dated: October 2, 2025



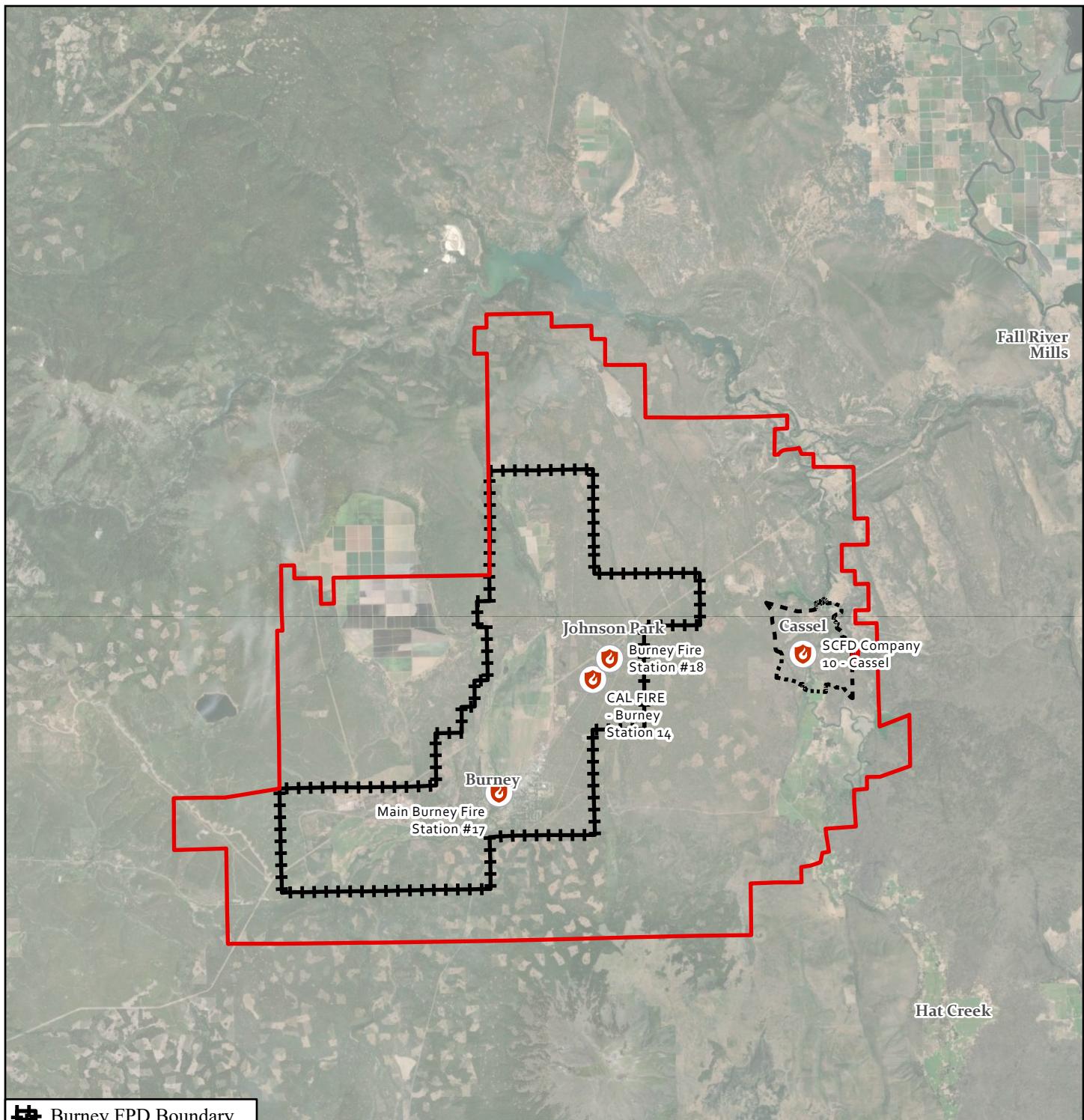
Larry Russell
Larry Russell, Chairman
Shasta Local Agency Formation Commission

Attest:

Dated: October 2, 2025


Krystle Brogna
Krystle Brogna, Executive Officer
Shasta Local Agency Formation Commission

Exhibit A: Burney Fire Protection District Boundary and Sphere of Influence Map



- Burney FPD Boundary
- Adopted SOI
- Fire Stations
- Cassel

Adopted by
Resolution 2025-06
October 2, 2025



Burney FPD Boundary and Sphere of Influence (SOI)

Earthstar Geographies, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community
Burney FPD Boundary, SOI: Shasta LAFCo
Roads: Shasta County GIS
Cassel Boundary: U.S. Census Bureau TIGER/Line Places Shapefile 2024

10/9/2025

Coordinate System: NAD 1983 UTM Zone 10N



0 1.75 3.5 Mi

PLANWEST
PARTNERS, INC.

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

Brenda Haynes
Public Member

Michael Spencer
Public Member Alternate

Date: January 9, 2026

From: Krystle Brogna, Executive Officer
To: Cassel Volunteer Fire Company, Inc.
Re: LAFCO Process for Sphere of Influence and Organizational Changes

Cassel VFC and Community Members,

Thank you for reaching out to the Shasta Local Agency Formation Commission (LAFCO). We appreciate the opportunity to clarify how LAFCO reviews Spheres of Influence (SOI) and considers changes that affect local agency boundaries and services, such as annexations and related actions. LAFCOs are countywide public agencies established by the California State legislature in 1963 to oversee the orderly formation and development of local governmental agencies and the efficient delivery of public services. LAFCOs are responsible for:

- Encouraging the Orderly Formation of Local Governmental Agencies
- Preserving Agricultural Land Resources
- Discouraging Urban Sprawl

To carry out this statutory mission, LAFCOs coordinate logical and timely changes in local governmental boundaries, conduct studies to evaluate opportunities to reorganize, simplify, and streamline governmental structures, and prepare and maintain a Sphere of Influence for each city and special district within each county. LAFCO has both planning (MSR/SOI) and regulatory responsibilities (boundary changes), which is discussed in more detail as follows.

A Sphere of Influence (SOI) is a LAFCO planning boundary that represents the probable physical boundary and service area of a local agency. LAFCOs are required to review each agency's SOI every five years, or as necessary, and may conduct a Municipal Services Review (MSR) to inform potential SOI updates. Changes to a SOI do not change service boundaries or affect service provision. Instead, a SOI identifies areas where future service options may be considered. These options may include out of agency service connections (most commonly for water or wastewater), service contracts with other agencies, expanded goodwill or mutual aid response areas, or other service arrangements.

Any future changes of organization, such as annexations, must be consistent with an adopted SOI, but inclusion within a SOI does not guarantee that a change of organization will occur. Prior to consideration of any substantial boundary change, additional public outreach takes place to allow ample opportunity for public comment and coordination with other potentially affected agencies.

An application for annexation can be submitted to LAFCO in one of two ways:

- 1) by Resolution of Application of the affected agency, or
- 2) by petition of landowners and registered voters.

Both methods require detailed information as outlined in Attachment A - LAFCO Application Process. Once an application is filed with LAFCO, staff provides notice to affected agencies, landowners, registered voters, and the public within and surrounding the proposed annexation area. Unless there is 100% landowner consent, LAFCO will hold a public hearing at a regularly scheduled LAFCO meeting, during which public comment may be provided to the Commission. Additional information on the LAFCO application process can be found on our website at shastalafco.org/application-materials/ or by reaching out to LAFCO staff.

When a proposed reorganization involves multiple agencies, such as when annexation to one agency requires detachment from another, LAFCO looks for documentation of interagency coordination and appropriate outreach and engagement with affected landowners and the public. This coordination and engagement helps ensure continuity of services and avoids unintended service impacts in the affected area.

Additional information regarding LAFCO's role and responsibilities is included in the attached FAQ document and materials from the California Association of LAFCOs (CALAFCO). If you have questions, please contact LAFCO staff at (530) 242-1112 or by email listed below.

Regards,



Krystle Brogna, AICP

Executive Officer
Shasta LAFCO
krystle@shastalafco.org

Attachment A - LAFCO Application Process

Attachment B - LAFCO FAQs

Attachment C - All About LAFCO



APPLICATION PROCESS

The powers and responsibilities of LAFCO are defined in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq.). The following is a general summary of the LAFCO application review process. Additional steps and information may be required for more complex changes of organization or reorganization. Please contact LAFCO staff for more detailed information.

A. PRE-APPLICATION CONSULTATION

Applicants are encouraged to schedule a pre-application meeting with LAFCO staff to review and discuss the proposed changes. LAFCO staff will review the process and procedures, discuss the level of detail needed in the application, identify supplemental information that may be required, review applicable LAFCO policies and standards, review the CEQA process, and provide appropriate information as to how to initiate the process (e.g. petition or resolution). There is no charge for the initial meeting.

B. APPLICATION FILED WITH LAFCO

Filing a proposal with LAFCO requires submitting the following: an application form; a plan for services; mapping of proposed boundary change(s); an initial deposit; and either a resolution of application adopted by an affected local agency or a sufficient landowner or voter petition. More detailed application submittal requirements are included in the application checklist.

LAFCO prefers that the resolution procedure be used wherever feasible, to involve the affected public agency early and assure timely consideration of its needs. A resolution also establishes the affected public agency as Lead Agency under the California Environmental Quality Act (CEQA), for early review of potential environmental effects. Applications initiated by petition (other than for sphere updates, district formations, and city incorporations) should also include a record of efforts to obtain affected agency sponsorship.

C. INITIAL APPLICATION REVIEW AND PROCESSING

LAFCO staff has thirty (30) days to conduct an initial review of the application materials for accuracy and completeness. Within that 30 day period, LAFCO may request additional information from the applicant, as necessary to complete the application and initiate processing.

LAFCO staff will evaluate the proposal's consistency with the Cortese-Knox-Hertzberg Act provisions (primarily Section 56668 et seq.) and Shasta LAFCO Policy, which govern the protection of open space and agricultural resources, the creation of logical and orderly boundaries, and the efficient delivery of services. This evaluation will also involve consultation with various affected agencies, including adjacent districts.

Once the application is deemed complete, the Executive Officer will issue either a Certificate of Filing (applications submitted by resolution) or a Certificate of Sufficiency (applications submitted by petition). As most proposals require discretionary action by the Commission, LAFCO is then required to set a public hearing date within ninety (90) days of issuance of the Certification of Filing or Sufficiency to hear the proposal.

D. COMMISSION PROCEEDINGS

Most proposals require that LAFCO actions occur at a noticed public hearing. LAFCO hearings have a 21 day noticing requirement. Approximately one week before the hearing, the Executive Officer's staff report containing an evaluation and recommendation will be made available. This includes posting on the LAFCO website: www.shastalafco.org.

Shasta LAFCO meetings are scheduled every other month on the first Thursday at 9:00 a.m. The location rotates between the County and the three cities. Occasionally a special meeting or continued hearing is conducted on another date and time.

At the meeting, LAFCO staff will give an account of the proposal with a recommendation. The public hearing will be conducted and anyone may address the Commission concerning the application. Following the close of the public hearing, the Commission will take one of the following actions:

1. Approve the proposal, as submitted.
2. Approve the proposal, subject to conditions or modification.
3. Approve the proposal, subject to a protest hearing, with or without conditions.
4. Continue consideration of the proposal to a specific date and time.
5. Deny the proposal.

If the proposal is denied, proceedings are terminated and there is no appeal process. Requests for reconsideration may be submitted in writing to the Executive Officer within (30) days of the Commission's decision. Such requests will be granted only when the petitioner can submit new facts or information indicating that significant factors relevant to the proposal were overlooked or have changed.

Once LAFCO has completed its required hearing(s) and taken final action to approve the proposal, a resolution of approval containing the determinations made by the Commission will be prepared for signature by the Executive Officer.

E. CONDUCTING AUTHORITY PROCEEDINGS

Unless the conducting authority proceedings are waived pursuant to the Cortese-Knox-Hertzberg Act Section 56663(c) and (d), LAFCO is required to conduct "protest proceedings" to determine whether the proposal can be approved without an election, whether an election should be held, or whether the proposal must be terminated due to majority protest. If the majority protest is not successful, then the Commission adopts a second resolution completing the proposal.

F. FINAL FILING

LAFCO staff will prepare a Certificate of Completion and Statement of Boundary Change. The Certificate of Completion is recorded with the County Recorder, and the Statement of Boundary Change and other materials are sent to the State Board of Equalization. A separate processing fee is required by the State for changing the tax rolls, which must be paid prior to LAFCO recording the Certificate of Completion. The change in organization is final once recorded at the County Recorder's Office unless otherwise stated during the approval process.



FREQUENTLY ASKED QUESTIONS

1) What is LAFCO?

Local Agency Formation Commissions, known as LAFCOs, were created in each county by the California State Legislature in 1963. LAFCOs have regulatory and planning responsibilities to coordinate the timely development of local governmental agencies and their services while protecting agricultural and open-space resources. Most notably, this includes managing local governmental boundary changes by approving or disapproving proposals involving the formation, expansion, or dissolution of cities and special districts.

2) Are LAFCOs independent?

Yes. Each LAFCO operates independently of the state and local government agencies. However, LAFCOs are tasked with administering a section of Government Code (Section 56000, et seq.) known as the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. The CKH Act requires LAFCO to operate within a set of state-mandated parameters encouraging planned, well-ordered, efficient urban development patterns, the preservation of open-space lands, and the discouragement of urban sprawl.

3) What does LAFCO do?

LAFCO is responsible for approving proposed jurisdictional boundary changes, including annexations and detachments, incorporation of new cities, formation of new special districts, and the consolidation, merger, and dissolution of existing special districts. LAFCO also conducts studies to help perform its regulatory duties. Specifically, municipal service reviews are prepared to evaluate the level and range of services prior to adopting spheres of influence for each city and special district.

4) What are special districts?

Special districts are limited purpose local governments – separate from cities and counties. Within their boundaries, special districts provide focused public services such as fire protection, water, sewer, electricity, parks, recreation, sanitation, cemeteries, and libraries. Each type of special district operates under either a principal act or special act. Additionally, there are two forms of special district governance: independent and dependent. Most special districts are independent districts with independently elected boards or appointed boards whose directors serve for fixed terms. The remaining special districts are dependent districts governed by either a city council or county board of supervisors.

5) Does LAFCO oversee school district boundaries?

No. School districts fall under their own section of State law. School district boundaries are overseen by a committee on school district organization in each county.

6) Who serves on LAFCO?

Shasta LAFCO is composed of seven regular commissioners: two county supervisorial members, two city council members, two special district members, and one public member. There is also one alternate member for each of the four classifications. The Commission provides for an Executive Officer, Clerk/Analyst, and Legal Counsel by contract.

7) When and where does LAFCO meet?

LAFCO meetings are scheduled every other month on the first Thursday at 9:00 a.m.. The Commission holds meetings in rotating locations that include the County Board of Supervisors Chambers, City of Anderson Council Chambers, City of Redding Council Chambers, and City of Shasta Lake Council Chambers.

8) Is LAFCO subject to the Brown Act and the Political Reform Act?

Yes. LAFCO's members are subject to the same laws and restrictions that apply to all locally elected officials. This includes ensuring all actions are taken openly with full public disclosure as well as filing standard financial disclosure statements annually with the California Fair Political Practices Commission.

9) How are boundary change applications initiated with LAFCO?

Applications to LAFCO may be submitted by resolution of application by a city or special district, or by petition of landowners or registered voters. LAFCO may approve or disapprove proposed changes of organization with or without amendments consistent with written policies and procedures. LAFCO may also condition its approval as long as it does not directly regulate land use, property development, or subdivision requirements. Changes of organization include all of the following:

- Annexations (Cities and Districts)
- Detachments (Cities and Districts)
- Consolidations (Cities and Districts)
- Incorporations and Dissolutions (Cities)
- Formations, Dissolutions, Mergers (Districts)
- Activation of Latent Powers/Elimination of Existing Powers (Districts)

10) What is a sphere of influence?

State law defines a sphere of influence as "the probable physical boundary and service area of a local agency." All boundary changes, such as annexations and detachments, must be consistent with adopted spheres of influence with limited exceptions. This is a LAFCO planning boundary only and does not directly affect the provision of services nor guarantee future changes of organization.

11) Can a sphere of influence be changed?

Yes. LAFCO is responsible for establishing, amending, and updating spheres of influence for all cities and special districts. LAFCO is required to review spheres of influence for cities and special districts at 5-year intervals and either adopts or amends them as necessary. Additionally, a city or special district may apply to LAFCO to amend their sphere of influence at any particular time if a need arises.

For more information, visit shastalafco.org or contact the LAFCO office at (530) 242-1112 or email krystle@shastalafco.org.



CALAFCO

The California Association of LAFCos (CALAFCO) was formed in 1971 to provide educational and technical resources to its members. CALAFCO serves as a resource to the California State Legislature and other bodies. The organization is governed by a 16-member Board of Directors made up of representatives from cities, counties, special districts and the public; it is divided into Northern, Central, Coastal and Southern California regions.



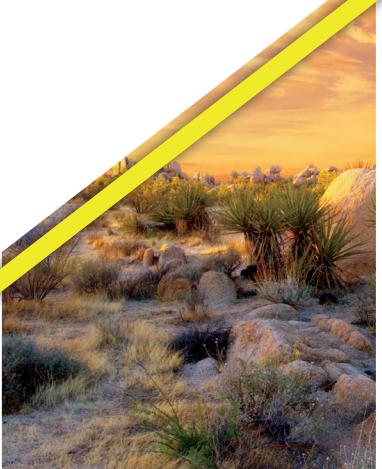
California Association of Local Agency Formation Commissions

1020 12th Street, Suite 222,
Sacramento, CA 95814

Phone 916-442-6536
www.calafco.org

All About LAFCo

Your Local Agency Formation Commission is the secret to sustainable land use and services in your community.



Ensuring efficient and effective government services and protecting open spaces in California since 1963.

Each of California's 58 COUNTIES have a Local Agency Formation Commission to oversee creation of local governmental boundaries and streamline government services for cities and special districts.

LAFCOS PLAN FOR LOGICAL GROWTH OF CITIES AND AVAILABILITY OF SERVICES SUCH AS POLICE, FIRE, WATER AND SANITATION BY:



Encouraging the Orderly Formation of Cities and Special Districts

LAFCos review formation proposals for new cities and special districts and requests for boundary changes for existing cities and special districts.



Preserving Agricultural Land Resources

By guiding development toward urban land, LAFCos help preserve valuable agricultural resources statewide.



Discouraging Urban Sprawl

LAFCos prevent disorganized growth, promoting a more efficient system for cities and special districts, mitigating the unnecessary loss of open space lands, and reconciling differences between agency plans.

What is a special district?

Special districts are local governments created by the people of a community to deliver specialized services essential to their health, safety, economy and well-being. Examples include services for public safety, hospitals, cemeteries, libraries, parks and recreation.



Planning With Purpose

The need for planning and coordination of jurisdictional and service boundaries became apparent after the rapid growth of post-World War II California. The increased demand for housing, jobs and public services resulted in the formation of many new cities and special districts, often with little forethought given to governance structures within regions and premature conversion of agricultural and open-space lands.

Serving on LAFCo

The composition of LAFCos varies from county to county but generally includes:

- ✓ Two members from the Board of Supervisors
- ✓ Two members from the local city councils
- ✓ Representatives from independent special districts and the general public
- ✓ Alternate members for each category

Ensuring Efficient Growth and Services:

LAFCo Responsibilities



Boundary Changes – for cities wishing to annex pockets or "islands" of unincorporated land within their borders to avoid duplication of services with the county; for housing developers seeking annexation to a city to obtain urban services; for an individual homeowner with a failing septic system asking for annexation into a sewer district.



Sphere of Influence – the plan for the probable physical boundaries and service area of a local agency.



Municipal Service Reviews (MSR) – to analyze governance structures and efficiencies of service providers and identify opportunities for greater coordination and cooperation between providers.



Out of Agency Service Agreements – for provision of services outside of an agency's boundaries, cities and special districts.



Adoption of Local Policies – to appropriately administer the Cortese-Knox-Hertzberg Local Government Reorganization Act, which establishes LAFCo as a fully independent agency separate from counties.



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 9.B.

Date: February 5, 2026

From: Krystle Brogna, Executive Officer

Subject: **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.

BACKGROUND

Local Agency Formation Commissions (LAFCOs) are individually responsible under the Cortese-Knox-Hertzberg Local Governmental Reorganization Act of 2000 (CKH Act) for making their own provisions for personnel and facilities. In making their own provisions, LAFCOs may choose to contract with a public or private entity in accordance with Government Code Section 56380. The CKH Act also prescribes personnel requirements for LAFCO under Government Code Section 56384, which includes appointing an executive officer to conduct and perform the day-to-day business of the agency. This statute also directs LAFCOs to appoint additional staff as it deems appropriate in fulfilling its regulatory and planning duties.

Currently, Shasta LAFCO contracts with Planwest Partners, Inc. for staffing services including an Executive Officer, Clerk, and Analysts. The Commission also contracts with Underwood Law Offices for Legal Counsel.

DISCUSSION

Shasta LAFCO has contracted with Planwest Partners since 2016 with regular contract extensions generally approved on an annual basis. In 2023, the Commission released a staffing services request for proposal (RFP) due to retirement planning by the Executive Officer at that time. However, no adequate proposals were received and a short-term contract extension with Planwest Partners was approved. In December 2023, the Commission interviewed and approved Krystle Brogna, Senior Planner with Planwest Partners, as the new Executive Officer for Shasta LAFCO beginning in January 2024. An annual contract with Planwest Partners was then approved in June 2024 and again in June 2025.

Shasta LAFCO has contracted with Underwood Law Offices for General Legal Counsel and, on occasion, Interim Executive Officer services, since 2011. Contracts are generally reviewed and renewed on an annual basis with updates made to billing rates as are necessary.

Both contracts will be up for review and renewal in June 2026. Shasta LAFCO policy regarding the appointment of an Executive Officer and Legal Counsel are as follows:

Chapter 2, Section 4.7 - Appointment of Executive Officer and Legal Counsel

4.7.1 Executive Officer: The Commission shall appoint an Executive Officer pursuant to the requirements of CKH Act § 56384. The Commission shall determine, in an action separate from the adoption of this Section, the definition, distinguishing characteristics, examples of duties, employment standards, and compensation parameters for the Executive Officer position, and make its final selection and appointment according to those determinations. Thereafter, the appointed Executive Officer shall become an employee of the Commission, and, as such, shall be subject to the provisions of the "Shasta LAFCO Personnel Policies & Procedures Manual" in an action separate from adoption of this Section.

4.7.2 Legal Counsel: The Commission shall appoint a Legal Counsel pursuant to the requirements of CKH Act § 56384. The Commission shall determine, in an action separate from the adoption of this Section, the method for selection and appointment of Legal Counsel, and make its final selection and appointment according to the approved method. Thereafter, the Commission shall, in an action separate from adoption of this Section, enter into an agreement and contact for Counsel services which shall address and contain provisions for, but not limited to, the terms of agreement, compensation, scope of authority and services, and termination of employment.

Chapter 2, Section 5.1 Contract Services

It shall be the policy of Shasta LAFCO to make sufficient provisions in the annual budget to contract either with the County of Shasta, another public agency, or the private sector for miscellaneous services to be specifically identified in the adopted budget.

The Commission may choose to continue contracting with Planwest Partners and Underwood Law Offices, or at the Commission's direction, an RFP can be prepared and released for either or both services. At this time, it is the intention of Planwest Partners and Underwood Law Offices to continue contracting with Shasta LAFCO until such time that either party provides notice for the termination of services.

RECOMMENDATION

Staff recommends that the Commission review the status of current staffing contracts for Executive Officer and Legal Counsel staffing services 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 9.C.

Date: February 5, 2026

From: Krystle Brogna, Executive Officer

Subject: **Executive Committee for 2026**

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

BACKGROUND

Shasta LAFCO has an Executive Committee composed of the chair, vice chair, and one other regular or alternate commission member in good standing that represents a commissioner type (County, City, Special District, Public) not already represented by the chair and vice-chair. Shasta LAFCO policy was updated in April 2024 to allow an alternate, in good standing, to participate on the Executive Committee. This refers to any alternate that regularly attends Commission meetings.

DISCUSSION

Any regular or alternate member in good standing with the Commission may express interest in serving on the Executive Committee, in accordance with LAFCO policy outlined above. Committee meetings are typically held two weeks prior to the Regular Commission meeting and are conducted in person at the Underwood Law Office in Redding, CA.

The Executive Committee is responsible for the following:

- Set agendas;
- Review fiscal and budget matters;
- Review Municipal Service Review and Sphere of Influence Update schedule;
- Meet with staff as needed on Commission matters between Commission meetings;
- Call for special meetings as needed; and
- Appoint other committees as needed to conduct Commission business.

RECOMMENDATION

Staff recommends the Commission invite nominations for and consider appointment of the third Executive Committee member.

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 9.D

Date: February 5, 2026

From: Krystle Brogna, Executive Officer

Subject: **Appointment of Voting Delegate for CALAFCO Business Meeting**

The Commission will consider appointing a voting delegate to represent Shasta LAFCO at the 2026 CALAFCO Special Business Meeting, scheduled for February 23, 2026 via remote participation.

BACKGROUND

CALAFCO serves as an organization dedicated to assisting member LAFCOs with educational, technical, and legislative resources that otherwise would not be available. The Association guides the state-wide coordination of LAFCO activities, serves as a resource to the Legislature and other bodies, and offers a structure for sharing information among the various LAFCOs and other governmental agencies.

CALAFCO has issued a formal notice for a Special Corporate Business Meeting to be held virtually on Monday, February 23, 2026, from 10:00 AM to 11:30 AM. Pursuant to CALAFCO Bylaws, each Member LAFCO must designate a voting delegate (either a Commissioner or staff member) in writing prior to the meeting.

DISCUSSION

The primary purpose of the meeting is to consider and approve recommended changes to the Association Bylaws to eliminate Board seat type categories and allow Executive Officers to serve as voting Board members. The meeting will also include a report on the Association's future governance work and updates from the Transition Team.

Meeting Details:

- **Date:** February 23, 2026
- **Time:** 10:00 AM-11:30AM
- **Location:** Virtual via Zoom
- **Agenda Items:** Approval of Bylaw changes and a report on the Association's work ahead

RECOMMENDATION

Staff recommends the Commission appoint a voting delegate for the CALAFCO Business Meeting and direct staff to submit the required information to CALAFCO by the January 30, 2026, deadline.

Attachments

Attachment A - CALAFCO 2026 Special Meeting Notice and Agenda



MEMORANDUM

DATE: December 9, 2025

TO: Member LAFCOs, Officers of Member LAFCOs, and Associate Members

CC: CALAFCO Board of Directors

FROM: Michelle McIntyre, Interim Executive Director

RE: **CALAFCO 2026 Special Corporate Business Meeting Notice and Agenda**

CALAFCO Bylaws (Section 3.4) require the Association to notify each Member LAFCO and Associate Member of the Corporation of meetings, not less than 30 days prior to that meeting.

NOTICE

A Special Meeting of the California Association of Local Agency Formation Commissions will be held:

DATE: Monday, February 23, 2026

TIME: 10:00 a.m. – 11:30 a.m.

LOCATION: Virtual via Zoom
Meeting Access:
<https://us02web.zoom.us/j/87609758294?pwd=NNdzOU0B9qrp2nVx6KiOqVxZh2iWyl.1>
Meeting ID: 876 0975 8294
Passcode: 639868
Phone: 669-444-9171

Attached is the agenda for the special meeting, which is also posted in the Members section of the CALAFCO website.

CALAFCO Bylaws (Section 3.7.1) also require each Member LAFCO designate in writing their voting delegate prior to the meeting. Please e-mail the name, title, and email address of your voting delegate to Pamela Miller at pmiller@millermcg.com by **January 30, 2026 at 5:00 p.m.** *If your LAFCO is unable to provide your voting delegate information by this date due to your meeting schedule, please email Pamela with the date your LAFCO will provide that information in advance of the special meeting.* An updated list of voting delegates will be posted in the Members section of the website. The full meeting packet will be distributed in advance of the meeting.



2026 Special Corporate Business Meeting

Monday, February 23, 2026
10:00 a.m. to 11:30 a.m.

Meeting Access

<https://us02web.zoom.us/j/87609758294?pwd=NNdz0U0B9qrp2nVx6Ki0qVxZh2iWyl.1>

Meeting ID: 876 0975 8294
Passcode: 639868
Phone: 669-444-9171

SPECIAL MEETING AGENDA

1. Call to Order/Roll Call of Member LAFCOs	Wendy Root Askew, Chair José Henríquez, CALAFCO Executive Officer
2. New Business	Wendy Root Askew, Chair
2.1. Consider and Approve recommended changes to the Association Bylaws	Michelle McIntyre, Interim Executive Director Pamela Miller, Transition Team Consultant
3. Report on the Association's work ahead	Wendy Root Askew, Chair Michelle McIntyre, Interim Executive Director Pamela Miller, Transition Team Consultant
4. Announcements/Comments	

Adjourn to the 2026 Annual Business Meeting, to be held on Thursday, October 22, 2026, at 9:00 a.m. at the Sheraton Grand Sacramento Hotel, located at 1230 J Street, Sacramento, CA, 95814.

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 10.A.

Date: February 5, 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. Additional information is provided under Agenda Item 9a.

CSA #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. Due to budgetary constraints, work on this MSR is on hold.

Anderson Fire Protection District MSR/SOI Update

Staff is continuing to coordinate with District staff on information needs. Due to budgetary constraints, work on this MSR is on hold.

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 Commission review the status of the upcoming MSR/SOI Updates 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 10.B.

Date: February 5, 2026

From: Krystle Brogna, Executive Officer

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

The Commission 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 completed. The County Board of Supervisors will be considering the Tax Exchange agreement at their meeting on February 10th. 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 Commission receive and file this report and provide direction to staff as needed.

Agenda Item 10A

CALAFCO List of Current Bills 1/17/2026

[AB 259 \(Rubio, Blanca D\) Open meetings: local agencies: teleconferences.](#)

Current Text: Amended: 4/21/2025 [html](#) [pdf](#)

Introduced: 1/16/2025

Last Amend: 4/21/2025

Status: 7/17/2025-Failed Deadline pursuant to Rule 61(a)(10). (Last location was JUD. on 5/14/2025)(May be acted upon Jan 2026)

Location: 7/17/2025-S. 2 YEAR

Desk	Policy	Fiscal	Floor	Desk	2 year	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House		2nd House						Conc.			

Summary: The Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. Current law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda that is open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction, and the legislative body complies with prescribed requirements. Current law requires a member to satisfy specified requirements to participate in a meeting remotely pursuant to these alternative teleconferencing provisions, including that specified circumstances apply. Current law establishes limits on the number of meetings a member may participate in solely by teleconference from a remote location pursuant to these alternative teleconferencing provisions, including prohibiting such participation for more than 2 meetings per year if the legislative body regularly meets once per month or less. This bill would extend the alternative teleconferencing procedures until January 1, 2030.

[AB 351 \(McKinnor D\) Campaign contributions: agency officers.](#)

Current Text: Introduced: 1/30/2025 [html](#) [pdf](#)

Introduced: 1/30/2025

Status: 4/30/2025-In committee: Set, second hearing. Failed passage. Reconsideration granted.

Location: 2/18/2025-A. ELECTIONS

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor		Enrolled	Vetoed	Chaptered
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1st House	2nd House	Conf.		
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Summary: The Political Reform Act of 1974 prohibits an officer of an agency from accepting, soliciting, or directing a contribution of more than \$500 from any party, participant, or a party or participant's agent, while a proceeding involving a license, permit, or other entitlement for use is pending before the agency and for 12 months following the date a final decision is rendered in the proceeding, if the officer knows or has reason to know that the participant has a financial interest, as defined. The act also prohibits an officer of an agency from making, participating in making, or in any way attempting to use the officer's official position to influence the decision in a proceeding involving a license, permit, or other entitlement for use pending before the agency if the officer has willfully or knowingly received a contribution of more than \$500 within the preceding 12 months from a party or a party's agent, or from any participant or a participant's agent, if the officer knows or has reason to know that the participant has a financial interest in the decision, as defined. This bill would increase the contribution thresholds described above from \$500 to \$1500.

AB 356 (Patel D) Health care districts: County of San Diego.

Current Text: Amended: 6/26/2025 [html](#) [pdf](#)

Introduced: 1/30/2025

Last Amend: 6/26/2025

Status: 7/17/2025-Failed Deadline pursuant to Rule 61(a)(10). (Last location was L. GOV. on 7/9/2025)(May be acted upon Jan 2026)

Location: 7/17/2025-S. 2 YEAR

Desk	Policy	Fiscal	Floor	Desk	2 year	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House	2nd House							Conc.			

Summary: The Local Health Care District Law authorizes the organization, incorporation, and management of local health care districts. Current law establishes the Department of Health Care Access and Information to oversee and administer various health programs related to health care infrastructure, such as health policy and planning, health professions development, and facilities design review and construction, among others. This bill would require the department to convene a working group to study and make recommendations regarding the provision of health care services in the northern San Diego region. The bill would require that the working group include representatives of certain health care districts, among other entities, and that it issues a report to the Legislature, on or before June 1, 2026,

with its findings and recommendations. The bill would repeal these provisions on June 1, 2030.

[AB 370 \(Carrillo D\) California Public Records Act: cyberattacks.](#)

Current Text: Chaptered: 7/14/2025 [html](#) [pdf](#)

Introduced: 2/3/2025

Last Amend: 3/12/2025

Status: 7/14/2025-Chaptered by Secretary of State - Chapter 34, Statutes of 2025

Location: 7/14/2025-A. CHAPTERED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The California Public Records Act requires state and local agencies to make their records available for public inspection, except as specified. Current law requires each agency, within 10 days of a request for a copy of records, to determine whether the request seeks copies of disclosable public records in possession of the agency and to promptly notify the person of the determination and the reasons therefor. Current law authorizes that time limit to be extended by no more than 14 days under unusual circumstances, and defines “unusual circumstances” to include, among other things, the need to search for, collect, and appropriately examine records during a state of emergency when the state of emergency currently affects the agency’s ability to timely respond to requests due to staffing shortages or closure of facilities, as provided. This bill would also expand the definition of unusual circumstances to include the inability of the agency, because of a cyberattack, to access its electronic servers or systems in order to search for and obtain a record that the agency believes is responsive to a request and is maintained on the servers or systems in an electronic format.

[AB 568 \(Macedo R\) Tule East Groundwater Sustainability Agency Act.](#)

Current Text: Amended: 7/18/2025 [html](#) [pdf](#)

Introduced: 2/12/2025

Last Amend: 7/18/2025

Status: 9/11/2025-From committee: That the Senate amendments be concurred in. (Ayes 13. Noes 0.) (September 10). (Set for Hearing on 1/5/2025)

Location: 9/10/2025-A. CONCURRENCE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor		Enrolled	Vetoed	Chaptered
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1st House	2nd House	Conf. Conc.			
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Calendar: 1/20/2026 #2 ASSEMBLY CONCURRENCE IN SENATE AMENDMENTS

Summary: The Sustainable Groundwater Management Act requires all groundwater basins designated as high- or medium-priority basins by the Department of Water Resources to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans, except as specified. The act authorizes any local agency or combination of local agencies overlying a groundwater basin to decide to become a groundwater sustainability agency for that basin. The act deems certain agencies created by statute to manage groundwater the exclusive local agencies within their respective statutory boundaries with powers to comply with the act and authorizes these agencies to opt out of being the exclusive groundwater management agency. This bill would create the Tule East Groundwater Sustainability Agency and would establish the agency's initial boundaries. The bill would authorize the boundaries of the agency to be adjusted, as specified. The bill would require the agency to elect to be a groundwater sustainability agency under the Sustainable Groundwater Management Act for that portion of the Tule Subbasin that lies within the boundaries of the agency and would require the agency to develop and implement a groundwater sustainability plan to achieve sustainable groundwater management within the territory of the agency. The bill would generally specify the powers and purposes of the agency.

AB 810 (Irwin D) Local government: internet websites and email addresses.

Current Text: Amended: 4/10/2025 [html](#) [pdf](#)

Introduced: 2/19/2025

Last Amend: 4/10/2025

Status: 5/23/2025-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE on 5/7/2025)(May be acted upon Jan 2026)

Location: 5/23/2025-A. 2 YEAR

Desk	Policy	2 year	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House	2nd House										

Summary: Current law requires that a local agency that maintains an internet website for use by the public to ensure that the internet website uses a ".gov" top-level domain or a ".ca.gov" second-level domain no later than January 1, 2029. Current law requires that a local agency that maintains public email addresses to ensure that each email address provided to its employees uses a ".gov" domain name or a ".ca.gov" domain name no later than January 1, 2029. Current law defines "local agency" for these purposes as a city, county, or city and county. This bill would recast these provisions by instead requiring a city, county, or city and county to comply with the

above-described domain requirements and by deleting the term “local agency” from the above-described provisions. The bill would also require a special district, joint powers authority, or other political subdivision to comply with similar domain requirements no later than January 1, 2031.

AB 1044 (Macedo R) Tule East Groundwater Sustainability Agency Act.

Current Text: Amended: 5/23/2025 [html](#) [pdf](#)

Introduced: 2/20/2025

Last Amend: 5/23/2025

Status: 6/9/2025-Failed Deadline pursuant to Rule 61(a)(8). (Last location was INACTIVE FILE on 6/9/2025)(May be acted upon Jan 2026)

Location: 6/5/2025-A. 2 YEAR

Desk	Policy	Fiscal	2 year	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chtered
1st House				2nd House							

Summary: Existing law, the Sustainable Groundwater Management Act, requires all groundwater basins designated as high- or medium-priority basins by the Department of Water Resources to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans, except as specified. The act authorizes any local agency or combination of local agencies overlying a groundwater basin to decide to become a groundwater sustainability agency for that basin. The act deems certain agencies created by statute to manage groundwater the exclusive local agencies within their respective statutory boundaries with powers to comply with the act and authorizes these agencies to opt out of being the exclusive groundwater management agency. This bill would create the Tule East Groundwater Sustainability Agency and would establish the agency’s initial boundaries. The bill would authorize the boundaries of the agency to be adjusted, as specified. The bill would require the agency to elect to be a groundwater sustainability agency under the Sustainable Groundwater Management Act for that portion of the Tule Subbasin that lies within the boundaries of the agency and would require the agency to develop and implement a groundwater sustainability plan to achieve sustainable groundwater management within the territory of the agency. The bill would generally specify the powers and purposes of the agency. The bill would prescribe the composition of the 5-member board of directors of the agency and would require members and alternates to be chosen, as specified. By imposing duties on the agency and the County of Tulare, the bill would impose a state-mandated local program. The bill would deem the Tule East Groundwater Sustainability Agency the exclusive local agency with powers to comply with the Sustainable Groundwater Management Act. This bill contains other related provisions and other existing laws.

AB 1156 (Wicks D) Solar-use easements: suspension of Williamson Act contracts: terms of easement: termination.

Current Text: Amended: 9/9/2025 [html](#) [pdf](#)

Introduced: 2/20/2025

Last Amend: 9/9/2025

Status: 9/13/2025-Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/13/2025)(May be acted upon Jan 2026)

Location: 9/13/2025-A. 2 YEAR

Desk	Policy	Fiscal	2 year	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The California Land Conservation Act of 1965, otherwise known as the Williamson Act, authorizes a city or county to contract with a landowner to limit the use of agricultural land to agricultural use if the land is located in an agricultural preserve designated by the city or county, as specified. The act authorizes the parties to mutually agree to rescind the contract in order to simultaneously enter into a solar-use easement if approved by the Department of Conservation, as specified. Current law defines the term “solar-use easement” for these purposes to mean any right or interest acquired by a county, or city in a parcel or parcels determined to be eligible, as provided, where the deed or other instrument granting the right or interest imposes certain restrictions that effectively restrict the use of the land to photovoltaic solar facilities for the purpose of providing for the collection and distribution of solar energy and certain other incidental or subordinate uses or other alternative renewable energy facilities. This bill would revise the definition of the term “solar-use easement” to, among other changes, expand the authorized uses of the land under the easement to include solar energy storage and appurtenant renewable energy facilities.

SB 5 (Cabaldon D) Enhanced infrastructure financing districts and community revitalization and investment areas: allocation of taxes: agricultural land exclusion.

Current Text: Vetoed: 10/6/2025 [html](#) [pdf](#)

Introduced: 12/2/2024

Last Amend: 9/2/2025

Status: 10/6/2025-Vetoed by Governor. Consideration of Governor's veto pending.

Location: 10/6/2025-S. VETOED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor		Enrolled	Vetoed	Chaptered
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1st House	2nd House	Conf. Conc.				
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Calendar: 1/20/2026 #13 SENATE GOVERNOR'S VETOES

Summary: The California Land Conservation Act of 1965, otherwise known as the Williamson Act, authorizes a city or county to enter into contracts with owners of agricultural land to preserve the land for agricultural use, as specified, in return for reduced property tax assessments. The act also authorizes a landowner of specified agricultural land to petition the city or county to cancel the Williamson Act contract in order to designate the land as a farmland security zone, whereby the land is eligible for a specified property tax valuation and taxed at a reduced rate for specified special taxes. Current law authorizes the legislative body of a city or a county to establish an enhanced infrastructure financing district, with a governing body referred to as the public financing authority, to finance public capital facilities or other specified projects of communitywide significance. Current law requires the public financing authority to prepare and adopt a proposed infrastructure financing plan, as specified. Current law authorizes the plan to require a certain portion of specified taxes levied upon property within the district to be allocated to the district each year, as specified. Current law authorizes certain local agencies to form a Community Revitalization and Investment Authority within a community revitalization and investment area to carry out a community revitalization plan in that area for specified purposes. Current law authorizes the plan to require a certain portion of specified taxes levied upon property within the area to be allocated to the authority to finance improvements, as specified. This bill would exclude the taxes levied upon a parcel of land enrolled in or subject to a Williamson Act contract or a farmland security zone contract, as specified, from the above-described allocations to the district or authority, as applicable.

[SB 239 \(Arreguín D\)](#) Open meetings: teleconferencing: subsidiary body.

Current Text: Amended: 4/7/2025 [html](#) [pdf](#)

Introduced: 1/30/2025

Last Amend: 4/7/2025

Status: 6/5/2025-Failed Deadline pursuant to Rule 61(a)(8). (Last location was INACTIVE FILE on 6/3/2025)(May be acted upon Jan 2026)

Location: 6/5/2025-S. 2 YEAR

Desk	Policy	Fiscal	2 year	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House	2nd House										

Summary: The Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act generally requires for teleconferencing that the

legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Current law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as specified. Current law, until January 1, 2026, authorizes specified neighborhood city councils to use alternate teleconferencing provisions related to notice, agenda, and public participation, as prescribed, if, among other requirements, the city council has adopted an authorizing resolution and 2/3 of the neighborhood city council votes to use alternate teleconference provisions, as specified. This bill would authorize a subsidiary body, as defined, to use alternative teleconferencing provisions and would impose requirements for notice, agenda, and public participation, as prescribed. The bill would require the subsidiary body to post the agenda at each physical meeting location designated by the subsidiary body, as specified. The bill would require the members of the subsidiary body to visibly appear on camera during the open portion of a meeting that is publicly accessible via the internet or other online platform, as specified.

[SB 462 \(Cortese D\) California Farmland Conservancy Program: conservation easements: funding.](#)

Current Text: Amended: 4/10/2025 [html](#) [pdf](#)

Introduced: 2/19/2025

Last Amend: 4/10/2025

Status: 5/23/2025-May 23 hearing: Held in committee and under submission.

Location: 4/21/2025-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House			2nd House					Conc.			

Summary: Existing law establishes the California Farmland Conservancy Program in the Department of Conservation and authorizes the program to offer financial assistance, including grants or contracts, for projects and activities on agricultural lands that support agricultural conservation and sustainable land management. Existing law creates the California Farmland Conservancy Program Fund and requires moneys in the fund, upon appropriation by the Legislature in the annual Budget Act, to be used for purposes of the program. Notwithstanding that provision, existing law continuously appropriates moneys in the fund from federal grants and gifts and donations to the department for purposes of the program. This bill would require the Controller to transfer \$20,000,000 on July 1 of each fiscal year, commencing with the 2025–26 fiscal year, from the General Fund to the California Farmland Conservancy Program Funding Account, which the bill would create within the California Farmland Conservancy Program Fund.

The bill would continuously appropriate moneys in the account to the department for expenditure as provided. The bill would require that the funding only be awarded for agricultural conservation easements on agricultural land, as defined.

SB 489 (Arreguín D) Local agency formation commissions: written policies and procedures: Permit Streamlining Act: housing development projects.

Current Text: Chaptered: 10/10/2025 [html](#) [pdf](#)

Introduced: 2/19/2025

Last Amend: 8/26/2025

Status: 10/10/2025-Approved by the Governor. Chaptered by Secretary of State. Chapter 518, Statutes of 2025.

Location: 10/10/2025-S. CHAPTERED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 governs the procedures for the formation and change of organization of cities and special districts and establishes a local agency formation commission in each county consisting of members appointed as provided. The act expresses the intent of the Legislature that each local agency formation commission, by January 1, 2002, establish written policies and procedures and exercise its powers in a way that encourages and provides planned, well-ordered, efficient urban development patterns, as specified. The act requires these written policies and procedures to include forms to be used for various submittals to the commission, as provided. The act requires each commission to provide access to notices and other information to the public on an internet website, as specified, including notice of all public hearings and commission meetings. This bill would require that each local agency formation commission establish the written policies and procedures described above. The bill would require that the written policies and procedures include any forms necessary for a complete application to the commission concerning a proposed change of organization or reorganization.

SB 707 (Durazo D) Open meetings: meeting and teleconference requirements.

Current Text: Chaptered: 10/3/2025 [html](#) [pdf](#)

Introduced: 2/21/2025

Last Amend: 9/5/2025

Status: 10/3/2025-Approved by the Governor. Chaptered by Secretary of State. Chapter 327, Statutes of 2025.

Location: 10/3/2025-S. CHAPTERED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House	2nd House										

Summary: Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. This bill would, beginning July 1, 2026, and until January 1, 2030, require an eligible legislative body, as defined, to comply with additional meeting requirements, including that, except as specified, all open and public meetings include an opportunity for members of the public to attend via a 2-way telephonic service or a 2-way audiovisual platform, as defined, and that the eligible legislative body take specified actions to encourage residents to participate in public meetings, as specified. The bill would require an eligible legislative body, on or before July 1, 2026, to approve at a noticed public meeting in open session a policy regarding disruption of telephonic or internet services occurring during meetings subject to these provisions, as specified, and would require the eligible legislative body to comply with certain requirements relating to disruption, including for certain disruptions, recessing the open session for at least one hour and making a good faith attempt to restore the service, as specified. This bill contains other related provisions and other existing laws.

[SB 735 \(Committee on Local Government\) Validations.](#)

Current Text: Chaptered: 7/14/2025 [html](#) [pdf](#)

Introduced: 2/21/2025

Status: 7/14/2025-Chaptered by Secretary of State - Chapter 54, Statutes of 2025

Location: 7/14/2025-S. CHAPTERED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House	2nd House										

Summary: This bill would enact the First Validating Act of 2025, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities. This bill contains other related provisions.

[SB 736 \(Committee on Local Government\) Validations.](#)

Current Text: Chaptered: 7/14/2025 [html](#) [pdf](#)

Introduced: 2/21/2025

Status: 7/14/2025-Chaptered by Secretary of State - Chapter 55, Statutes of 2025

Location: 7/14/2025-S. CHAPTERED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conf. Conc.	Enrolled	Vetoed	Chaptered

Summary: This bill would enact the Second Validating Act of 2025, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities.

SB 737 (Committee on Local Government) Validations.

Current Text: Chaptered: 7/14/2025 [html](#) [pdf](#)

Introduced: 2/21/2025

Status: 7/14/2025-Chaptered by Secretary of State - Chapter 56, Statutes of 2025

Location: 7/14/2025-S. CHAPTERED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conf. Conc.	Enrolled	Vetoed	Chaptered

Summary: This bill would enact the Third Validating Act of 2025, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities.

SB 777 (Richardson D) Abandoned cemeteries: report.

Current Text: Chaptered: 10/11/2025 [html](#) [pdf](#)

Introduced: 2/21/2025

Last Amend: 7/9/2025

Status: 10/11/2025-Approved by the Governor. Chaptered by Secretary of State. Chapter 658, Statutes of 2025.

Location: 10/11/2025-S. CHAPTERED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conf. Conc.	Enrolled	Vetoed	Chaptered

Summary: Current law requires the Cemetery and Funeral Bureau, on or before July 1, 2027, to convene a workgroup composed of representatives from the cemetery, county government, and other interested stakeholders to discuss options for ensuring continued care, maintenance, and embellishment of abandoned cemeteries, including the possibility of requiring counties to

assume responsibility for abandoned cemeteries. Current law requires the bureau to submit a report to the Legislature summarizing the workgroup's discussions and its recommendations by January 1, 2028. Current law repeals those provisions on January 1, 2029. This bill would instead require the bureau to convene the workgroup on or before March 1, 2026, would revise the list of representatives required to be included in the workgroup, and would instead require the workgroup to discuss the possibility of requiring counties to assume responsibility for maintenance, irrigation, public works, and burial services for abandoned cemeteries. The bill would require the board to submit the report on June 1, 2026, and would repeal those provisions on January 1, 2027.

SB 827 (Gonzalez D) Local agency officials: training.

Current Text: Chaptered: 10/11/2025 [html](#) [pdf](#)

Introduced: 2/21/2025

Last Amend: 9/2/2025

Status: 10/11/2025-Approved by the Governor. Chaptered by Secretary of State. Chapter 661, Statutes of 2025.

Location: 10/11/2025-S. CHAPTERED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House		2nd House									

Summary: Current law imposes ethics training on specified local agency officials. Current law requires each training to be 2 hours and requires the officials to receive each training every 2 years, and as described otherwise, with the first training within one year of commencing service. Existing law requires the local agency to maintain records of the trainings, as prescribed. This bill would expand which local agency officials are required to complete the above-described ethics training to include department heads, or other similar administrative officers, as specified, and would instead require officials who commence service on or after January 1, 2026, to receive their initial training within 6 months of commencing service. The bill would require the local agency to publish post clear instructions and contact information for requesting the training records on its internet website, as specified. This bill would additionally require all local agency officials, as defined, to receive at least 2 hours of fiscal and financial training, as described. The bill would require the training to be received at least once every 2 years, as provided. The bill would exempt from these requirements specified local agency officials if they are in compliance with existing education requirements specific to their positions. This bill would authorize a local agency or an association of local agencies to contract with or otherwise collaborate with a provider of a training course to offer one or more training courses, or sets of self-study materials with tests, to its local agency officials to meet the training requirement, as described. The bill

would require the training courses and materials to be developed in consultation with experts in local government finance. finance, as specified.

[SB 858](#) (Committee on Local Government) Local Government Omnibus Act of 2025.

Current Text: Chaptered: 10/1/2025 [html](#) [pdf](#)

Introduced: 3/12/2025

Last Amend: 7/8/2025

Status: 10/1/2025-Approved by the Governor. Chaptered by Secretary of State. Chapter 242, Statutes of 2025.

Location: 10/1/2025-S. CHAPTERED

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House		2nd House									

Summary: Current law authorizes a county board of supervisors, by resolution, to authorize the use of a facsimile signature of the chairperson of the board on all papers, documents, or instruments requiring the signature of the chairperson, as provided, if certain requirements are met relating to the personal signature of the chairperson. Under current law, if those requirements are met, the papers, documents, or instruments bearing the facsimile signature are accorded the same force and effect as though personally signed by the chairperson. This bill would remove the requirement for that authorization to occur by resolution of the board. The bill would authorize the board, in addition to authorizing a facsimile signature, to authorize the use of an electronic or digital signature of the chairperson on all papers, documents, or instruments requiring the signature of the chairperson.

Total Measures: 19

Total Tracking Forms: 19

Additional information regarding these bills is available on the CALAFCO website in the “Members Area”.

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 10.D.

Date: February 5, 2026

From: Krystle Brogna, Executive Officer

Subject: **Brown Act Update**

Staff will provide an overview of recent Brown Act updates enacted by SB 707 and how those changes will impact LAFCO.

BACKGROUND

The Ralph M. Brown Act (G.C. §54950), otherwise known as the Brown Act, was enacted in 1953 in order to ensure that actions of local agencies occur in open and public meetings, with posted agendas, where all persons are permitted to attend and participate. Over the years, several updates have been made to the Brown Act. Most recently, Governor Newsom signed Senate Bill 707 (SB 707) on October 3, 2025.

DISCUSSION

SB 707 includes several changes to the Brown Act for all agencies, and additional requirements for certain eligible agencies. Changes for all agencies include the following:

- Provide a copy of the Brown Act: Local agencies are now required to provide a copy of the Brown Act to any serving members on the legislative body of the local agency. For Shasta LAFCO, a digital link will be provided to each Commissioner via email. A hard copy of the Brown Act can be provided upon request.
- Social Media Communication: Members of a legislative body are now permanently allowed to use internet-based social media platforms to engage with the public on matters within their jurisdiction. However, they may not deliberate or discuss business among themselves on such platforms. This includes any interaction with a digital post such as a written reply or any sort of reaction ("Like", emojis, etc.).
- Meeting Decorum and Disruptions: The Brown Act now expressly affirms that local agencies may remove or restrict participation by individuals engaging in disruptive behavior during teleconferenced or hybrid meetings, ensuring that the orderly conduct of public meetings is maintained even in virtual settings.
- Accessibility Accommodations: Members of a legislative body with disabilities may now participate in meetings remotely as a reasonable accommodation. These members must participate using both audio and video technology unless their disability requires an exception. They must also disclose whether any other individuals over the age of eighteen are present in the room in their remote location and the general nature of their relationship to those individuals. Participation by members under these circumstances is deemed equivalent to in-person attendance for all legal purposes, including the quorum requirements.

- Board (Commission) Member Remote Meeting Participation Options: Traditional teleconferencing rules under G.C. §54953 are still available for members of a legislative body. SB 707 made changes to alternative teleconferencing options based on the type of local agency and the circumstances in which teleconferencing is being used. Most notably, the "emergency circumstances" provision allowed by AB 2449, has now been incorporated under the "just cause" provisions. Additionally, a legislative may now hold meetings remotely under a proclaimed state of emergency (proclaimed pursuant to Section 8625 of the California Emergency Services Act) or local emergency (proclaimed by the governing body of the local agency affected in accordance with Section 8630 of the California Emergency Services Act or a local health emergency declared pursuant to Section 101080 of the Health and Safety Code).

Additional changes are required for "eligible legislative bodies" which is defined as:

- (A) A city council of a city with a population of 30,000 or more.
- (B) A county board of supervisors of a county, or city and county, with a population of 30,000 or more.
- (C) A city council of a city located in a county with a population of 600,000 or more.
- (D) The board of directors of a special district that has an internet website and meets any of the following conditions:
 - (i) The boundaries of the special district include the entirety of a county with a population of 600,000 or more, and the special district has over 200 full-time equivalent employees.
 - (ii) The special district has over 1,000 full-time equivalent employees.
 - (iii) The special district has annual revenues, based on the most recent Financial Transaction Report data published by the California State Controller, that exceed four hundred million dollars (\$400,000,000), adjusted annually for inflation commencing January 1, 2027, as measured by the percentage change in the California Consumer Price Index from January 1 of the prior year to January 1 of the current year, and the special district employs over 200 full-time equivalent employees.

Under this definition, LAFCO does not qualify as an eligible legislative body and is therefore not subject to the additional requirements of SB707.

Several entities have developed updated guides or informational pages on the Brown Act which can be found using the following links:

- California Special District Association: Updated CSDA Brown Act Manual
www.csda.net/member-resources/brown-act-resources
- Burke, Williams, & Sorensen, LLP: Brown Act 2026
www.bwslaw.com/insights/burke-brown-act-compilation-2026/
- Best, Best, & Krieger, LLP: Major Brown Act Updates Under SB 707
www.bbklaw.com/resources/la-101025-major-brown-act-updates-under-sb-707

RECOMMENDATION

Staff recommends the Commission receive and file this report. The Commission is invited to discuss the item and provide direction to staff as needed.

Corkey Harmon
County Member

Chris Kelstrom
County Member

Allen Long
County Member Alternate

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City Member

Pam Morgan
City Member

Tenessa Audette
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Special District Member

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Public Member

Michael Spencer
Public Member Alternate

AGENDA ITEM 10.E.

Date: February 5, 2026

From: Krystle Brogna, Executive Officer

Subject: Form 700, Ethics, and Training Requirements Reminder

Staff will provide an overview of Form 700 filing obligations and ethics and training requirements and will make additional information available to Commissioners as needed.

BACKGROUND

The Political Reform Act (Government Code §§ 81000-91015) requires most state and local government officials to publicly disclose personal assets and income and to disqualify themselves from participating in governmental decisions that may affect their financial interests. The Fair Political Practices Commission (FPPC) is the state agency responsible for administering the Act, issuing the Statement of Economic Interests (Form 700), and interpreting its provisions.

In 2005, Assembly Bill 1234 (AB 1234) was enacted, requiring local agency officials to complete ethics training within one year of assuming office and every two years thereafter.

Effective January 1, 2026, Senate Bill 827 (SB 827, Chapter 661, Statutes of 2025) expands training requirements for local agency officials, including LAFCO Commissioners and Alternates. These requirements are in addition to AB 1234 ethics training and Form 700 filing obligations.

DISCUSSION

Form 700 - Statement of Economic Interests

Upon appointment or election to the Commission, Commissioners and Alternates must file an Assuming Office Form 700. In addition, an Annual Form 700 covering the period from January 1 through December 31 must be filed each year.

- **Annual Filing Deadline:** April 1
- **Filing Officer:** LAFCO staff
- **Access:** Forms are retained by LAFCO and made available to the public upon request
- **FPPC Website:** <https://www.fppc.ca.gov/Form700.html>

Ethics Training (AB 1234)

Commissioners and Alternates are required to complete ethics training within one year of assuming office (six months for officials assuming office on or after January 1, 2026), and every two years thereafter.

The FPPC offers an online ethics training course at:

<https://www.fppc.ca.gov/learn/public-officials-and-employees-rules-/ethics-training.html>

The course takes approximately 2.5 hours, may be completed in multiple sessions, and includes short quizzes following each section. Upon completion, Commissioners must save and submit the completion certificate to the Commission Clerk at amber@shastalafco.org.

New Training Requirements Effective January 1, 2026 (SB 827)

SB 827 establishes additional requirements applicable to Commissioners and Alternates beginning in 2026:

- **Accelerated Ethics Training Timeline:** Officials assuming office on or after January 1, 2026, must complete ethics training within six months of assuming office.
- **Fiscal and Financial Training:** Commissioners and Alternates must complete at least two hours of fiscal and financial training every two years (six months for officials assuming office on or after January 1, 2026), covering topics such as budgeting, financial reporting, fiscal oversight, revenues, and stewardship of public resources. Financial consultants and other financial professionals are developing training that complies with SB 827 and are expected to release these in the near future.
- **Recordkeeping:** LAFCo is required to retain ethics and fiscal training records for a minimum of five years and make information available regarding how training records may be requested.

Staff will incorporate these requirements into commissioner onboarding materials and compliance tracking beginning in 2026.

RECOMMENDATION

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