

Corkey Harmon
County Member

Chris Kelstrom
County Member

Allen Long
County Member Alternate

Susie Baugh
City Member

Pam Morgan
City Member

Tenessa Audette
City Member Alternate



Fred Ryness
Special District Member

Ronnean Lund
Special District Member

Rosemary Smith
Special District Alternate

Brenda Haynes
Public Member

Michael Spencer
Public Member Alternate

EXECUTIVE COMMITTEE MEETING

Friday, March 13, 2026 at 10:00 a.m.

Shasta County Library - Redding - Foundation Room
1100 Parkview Avenue, Redding, CA 96001

Teleconference: (267) 807-9605

Access Code: 737919#

AGENDA

1. CALL TO ORDER

- a. Roll Call

2. PUBLIC COMMENT

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

3. AGENDA ADOPTION

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

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

4. BUSINESS ITEMS (POTENTIAL ACTION)

- a. Adopt Executive Committee Meeting Minutes from January 22, 2026
- b. Bank Statements: January & February 2026
- c. Planwest Partners Invoices: January & February 2026
- d. April 2, 2026 Regular Commission Meeting Agenda
- e. Preliminary FY2026-27 Budget
- f. Closure of US Bank Checking Account

5. INFORMATIONAL ITEMS

- a. Status of Current and Future Applications
- b. Status of Municipal Service Review/ Sphere of Influence Updates
- c. Public Records Act Request

6. COMMISSIONER COMMENTS

7. MEETING ADJOURNMENT

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

Notice:

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

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

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

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

Americans with Disabilities Act:

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

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Brenda Haynes
Public Member

Michael Spencer
Public Member Alternate

EXECUTIVE COMMITTEE MEETING

Thursday, January 22, 2026 at 10:00 a.m.
1274 Court Street, Redding, CA 96001

DRAFT MEETING MINUTES

1. CALL TO ORDER

Vice Chair Ryness called meeting to order at 10:02 a.m. at the Underwood Law Offices P.C. Conference Room, 1274 Court Street, Redding, CA 96001.

a. Roll Call

Present: Vice Chair Ryness and Commissioner Baugh

Absent: None

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

2. PUBLIC COMMENT

No public comment was provided.

3. AGENDA ADOPTION

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

No changes were made to the agenda and no disclosures were made.

4. BUSINESS ITEMS (POTENTIAL ACTION)

a. Adopt Executive Committee Meeting Minutes from November 20, 2025

Commissioners reviewed the November 20, 2025 Executive Committee meeting minutes.

Motion Baugh/ Ryness to adopt the meeting minutes from the November 20, 2025, Executive Committee meeting. Motion passed by 2-0-0 voice vote.

b. Bank Statements: November and December 2025

EO Brogna noted recent activity on the bank statements including that everything is fairly routine. The US Bank account is still open while previous payroll taxes are sorted out, but will be closed once that is settled. If there is no progress on this in the next couple of months, EO Brogna will close the account and work with the Employee Development Department (EDD) directly.

Motion Baugh/ Ryness to accept the November and December 2025 bank statements. Motion passed by 2-0-0 voice vote.

c. Planwest Invoices: November and December 2025

EO Brogna explained that these are routine invoices and that staff are working to reduce hours for the remainder of the fiscal year. Commissioner Baugh expressed support for comprehensive MSRs and recognized the difficulty of balancing budgetary constraints while also providing comprehensive services. She also inquired about whether EO Brogna received her reimbursement receipts; EO Brogna indicated that she did receive them and that a reimbursement check was processed and sent.

Motion Baugh/ Ryness to approve the Planwest Partners invoices for November and December 2025. Motion passed by 2-0-0 voice vote.

d. February 5, 2026 Regular Commission Meeting Agenda

EO Brogna explained that this is a routine agenda for the beginning of a calendar year, with the exception of continuing conversations around Burney FPD's SOI. Legal Counsel recommended that the language in the description of draft agenda item 9a be revised to exclude reference to "potential reconsideration request". EO Brogna also noted that one additional agenda item needed to be added to appoint a delegate for the CALAFCO Business Meeting on February 23, 2026; this would be agenda item 9b.

Motion Baugh/ Ryness to approve the February 5, 2026 Regular Commission Meeting Agenda with the change to Item 9a and addition of new Item 9b. Motion passed by a 2-0-0 voice vote.

5. INFORMATIONAL ITEMS

a. Status of Current and Future Applications

Commissioners received an informational report from Clerk Chung on the status of current and future applications. Active applications on file included CSA #8 - Palo Cedro, which has had no new updates since the previous meeting, and an application for an annexation of territory to the Fall River Valley Community Services District (CSD). This application is still considered incomplete until the tax exchange process is concluded; County Board of Supervisors will be considering the tax exchange agreement at their meeting on February 10. If approved, the application will be considered complete and staff will continue processing the application.

Vice Chair Ryness asked if staff had received an application from Mountain Gate CSD; staff have not.

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

Commissioners received an informational report from Clerk Chung on the status of MSR/SOI Updates. All MSR/SOIs are in progress but staff are considering only moving forward with one to two for adoption during this fiscal year due to budgetary constraints.

No Commissioner comments or questions.

6. COMMISSIONER COMMENTS

No Commissioner comments.

7. MEETING ADJOURNMENT - 10:27 A.M.

ADDRESS SERVICE REQUESTED

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

Service With Solutions

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Overall Balance Summary

Account Type	Account Number	Ending Balance
Public Checking	[REDACTED]	\$129,171.25

Public Checking [REDACTED]

Account Summary

Date	Description	Amount
12/31/2025	Beginning Balance	\$129,281.25
	0 Credit(s) This Period	\$0.00
	1 Debit(s) This Period	\$110.00
01/31/2026	Ending Balance	\$129,171.25

Checks Cleared

Check Nbr	Date	Amount
1524	01/02/2026	\$110.00

* Indicates skipped check number

ADDRESS SERVICE REQUESTED

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SOUTH LAKE TAHOE 96158

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Call us: 1-800-922-8742

Find a branch near you: TriCountiesBank.com/locations

Follow us on social media:



Overall Balance Summary

Account Type	Account Number	Ending Balance
Public Checking	[REDACTED]	\$110,728.16

Public Checking [REDACTED]

Account Summary

Date	Description	Amount
02/01/2026	Beginning Balance	\$129,171.25
	1 Credit(s) This Period	\$129.54
	6 Debit(s) This Period	\$18,572.63
02/28/2026	Ending Balance	\$110,728.16

Deposits

Date	Description	Amount
02/04/2026	DEPOSIT	\$129.54

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

<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>	<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>	<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>
1525	02/02/2026	\$110.00	1527	02/13/2026	\$16,870.61	1529	02/18/2026	\$210.32
1526	02/09/2026	\$151.70	1528	02/06/2026	\$480.00	1530	02/19/2026	\$750.00

* Indicates skipped check number



End of Statement



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

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



Business Statement

Account Number:

Statement Period:

Jan 2, 2026

through

Jan 30, 2026

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To Contact U.S. Bank

Commercial Customer

Service:

877-295-2509

U.S. Bank accepts Relay Calls

Internet:

usbank.com

INFORMATION YOU SHOULD KNOW

Price changes for U.S. Bank Business Checking, Savings and Treasury Management Services are effective Jan. 1, 2026. You can view revised pricing (only those prices that have changes for services you have recently used) at <https://cashmgmt.usbank.com/repricing> beginning Dec. 1, 2025. Please enter the Access Code listed below to view price changes that may apply. If you experience difficulty accessing this information, please call Customer Service at the number listed in the upper-right corner of this statement or send an email to commercialsupport@usbank.com.

Access Code: 42-53F7-7D1C-7819

Effective January 2, 2026, we're informing you of upcoming changes to the *Business Pricing Information* document that may have an impact on your account. To obtain a current copy of the *Business Pricing Information* document, you can view it online at usbank.com/bpi or by visiting your local branch.

Primary pricing updates in your revised *Business Pricing Information* document

All business checking and savings account types

- Account Balance and Research (1-hour minimum) - \$80.00/hour (increased from \$75.00/hour)
- Bill Pay
 - Adding Personal Online Banking as a title for Standard Delivery and Express Delivery
 - Adding Business Online Banking
 - Standard Plan - No Charge
 - Pro Plan Monthly Subscription (up to 3 users) - \$15.00
 - Additional Pro Plan users (per user, per month) - \$15.00
 - Standard Delivery - No Charge
- Cash and Coin Services, Coin and Currency Orders
 - Currency Ordered (per strap) - \$1.00 (increased from \$0.85)
 - Loose Currency Ordered (per \$100) - \$0.28 (increased from \$0.25)
 - Loose Coin Ordered (per bag) - \$15.00 (increased from \$14.00)
 - Rolled Coin Ordered (per roll) - \$0.28 (increased from \$0.25)
 - Rolled Coin Ordered (per box) - \$8.25 (increased from \$8.00)
- Cash Deposits
 - Coin Deposited (per roll) - \$0.28 (increased from \$0.25)
 - Fed Ready Coin Deposit (per bag) - \$4.50 (increased from \$4.00)
- Returned Deposited Items
 - Returned Check (per item) - \$17.00 (increased from \$16.00)
- Return Deposited Item Special Instructions Maintenance Per Month
 - First Account - \$15.00 (increased from \$12.00)
 - Each Additional Account - \$8.00 (increased from \$7.00)
- ACH Transfer
 - Adding, Outgoing Digital ACH Domestic - Same Day - \$3.00
- Wire Transfers, International Wires
 - Incoming Wires - \$20.00 (increased from \$16.00)
- Adding new section, Enhanced Payments

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



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COMMISSION
999 MISSION DE ORO DR STE 106
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Business Statement

Account Number:

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Statement Period:

Jan 2, 2026

through

Jan 30, 2026

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INFORMATION YOU SHOULD KNOW

(CONTINUED)

- Enhanced Payment Monthly Maintenance - \$25.00
 - Standard ACH - \$0.50
 - Same-day ACH - \$1.70
 - Domestic Wire - \$16.00
 - International Wire - U.S. Dollars - \$35.00
 - Instant Payments - \$0.75
- SinglePoint® Essentials Online Banking
 - ACH Transactions (per item) - \$0.50 (increased from \$0.45)
- Deposit Express
 - Monthly Maintenance - \$45.00 (increased from \$42.00)
 - Scanner Workstation Monthly Maintenance per Station
 - Each additional workstation - \$27.50 (increased from \$25.00)
- Checks Deposited (per item)
 - Mobile Check Deposits (per item) - \$0.40 (increased from \$0.35)
- Check Scanner
 - Check Scanner - \$400.00 (increased from \$375.00)
- Deposit Express - Mobile (only)
 - Monthly Maintenance - \$10.00 (increased from \$5.00)
 - Mobile check deposited (per item) - \$0.50 (increased from \$0.40)
- Foreign Check Collection (incoming/outgoing)
 - Courier Fee (per check) - \$55.00 (increased from \$45.00)
 - Initiation Fee (per check) - \$55.00 (increased from \$40.00)
 - Returned Check Fee - \$35.00 (increased from \$30.00)
 - Canadian Check Deposited (each) - \$6.00 (increased from \$4.00)
 - Foreign Currency Check Deposit - Select Countries - \$12.00 (increased from \$8.00)

Silver, Gold or Platinum Checking

- Check Order Discount - Updating the footnote to state the benefit does not need to be utilized within "the first 90 days of your account opening"

Silver, Gold, Platinum or Non-Profit Checking

- SinglePoint® Essentials Online Banking
 - Previous Day Summary and Detail Monthly Maintenance
 - Silver, Gold, Platinum or Non-Profit Checking - Up to 3 Accounts - \$18.95 (increased from \$17.95)
- Business Savings Sweep
 - Monthly Maintenance Fee
 - Silver, Gold, Platinum or Non-Profit Checking - \$45.00 (increased from \$35.00)

Silver Checking

- Cash Deposit Fee - 25 free units per month, then \$0.35 per \$100 (increased from \$0.33 per \$100)

Gold Checking

- Cash Deposit Fee - 125 free units per month, then \$0.35 per \$100 (increased from \$0.33 per \$100)

Platinum Checking

- Cash Deposit Fee - 250 free units per month, then \$0.35 per \$100 (increased from \$0.33 per \$100)

Non-Profit Checking (interest-bearing)

- Cash Deposit Fee - 300 free units per calendar year then \$0.35 per \$100 (increased from \$0.33 per \$100)
- Other - Adding unincorporated to, Available to incorporated and unincorporated non-profit organizations

Premium Business Checking

- Monthly Maintenance Fee - \$34.00 (increased from \$33.00)
- Paper Statement (per statement cycle)
 - Front & Back Check Images - \$16.00 plus \$0.06 per item over 100 items (increased from \$0.045 per item over 100 items)
- Cash Deposits
 - Premium Checking Branch Deposit Processing (per deposit) - \$3.25 (increased from \$3.00)
 - Premium Checking Night Deposit Processing (per deposit) - \$3.25 (increased from \$3.00)
 - Premium Checking Cash Deposit Adjustment (per adjustment) - \$9.25 (increased from \$9.00)



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

Business Statement

Account Number:



Statement Period:

Jan 2, 2026

through

Jan 30, 2026

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INFORMATION YOU SHOULD KNOW

(CONTINUED)

- SinglePoint® Essentials Online Banking
 - Previous Day Summary and Detail Monthly Maintenance
 - Premium Checking - Up to 3 Accounts - \$21.95 (increased from \$20.95)

Preferred Business Money Market and Platinum Business Money Market

- Monthly Cash Deposit Fee - \$0.35 per \$100 over 100 units (increased from \$0.33 per \$100)

Basic Business Savings

- Monthly Cash Deposit Fee - \$0.35 per \$100 over 25 units (increased from \$0.33 per \$100)

Premium Business Money Market

- Monthly Maintenance Fee - \$34.00 (increased from \$30.00)
- Paper Statement (per statement cycle)
 - Front & Back Check Images - \$16.00 plus \$0.06 per item over 100 items (increased from \$0.045 per item over 100 items)

Premium Business Checking and Premium Business Money Market

- Adding, Instant Payment (RTP) Incoming Receipt (Premium) - \$0.25
- Cash and Coin Services
 - Change Order Fee (Premium) - \$10.50 (increased from \$10.00)

Beginning January 2, 2026, a copy of the *Business Pricing Information* document will be available at usbank.com/bpi, by calling 800-673-3555 or by visiting your local branch.

If you have any questions, you can call us at 800-673-3555. Our business bankers are here to help 8 a.m. to 8 p.m. CT Monday through Friday and 8 a.m. to 6:30 p.m. CT on Saturday. We accept relay calls. Our bankers are also available to help at your local branch via appointment.

New Services Terms and Conditions will be effective for U.S. Bank business clients on March 1, 2026. You can view current and new Services Terms and Conditions at usbank.com/tmtermsandconditions. Use access code "terms2026". If you are unable to access this information for any reason, please reach out to your U.S. Bank contact or Commercial Customer Service team for assistance.

SILVER BUSINESS CHECKING

Member FDIC

U.S. Bank National Association

Account Summary

	# Items		
Beginning Balance on Jan 2		\$	32,012.09
Other Withdrawals	1		27.00-
Ending Balance on Jan 31, 2026		\$	31,985.09

Other Withdrawals

<u>Date</u>	<u>Description of Transaction</u>	<u>Ref Number</u>	<u>Amount</u>
Jan 15	Analysis Service Charge	1500000000	\$ 27.00-
Total Other Withdrawals			\$ 27.00-

Balance Summary

<u>Date</u>	<u>Ending Balance</u>
Jan 15	31,985.09

Balances only appear for days reflecting change.

ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: December 2025

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



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Business Statement

Account Number: [REDACTED]

Statement Period:

Jan 2, 2026

through

Jan 30, 2026

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ANALYSIS SERVICE CHARGE DETAIL (CONTINUED)

Service Activity Detail for Account Number [REDACTED]

<i>Service</i>	<i>Volume</i>	<i>Avg Unit Price</i>	<i>Total Charge</i>
SinglePoint			
SPE Pday Det & Sum Mo Maint	1	15.00000	15.00
SPE Token Mo Maintenance	1		No Charge
SPE ACH Mo Maintenance	1	12.00000	12.00
SP Image Access Mo Maint	1		No Charge
SPE Ext Messaging Mo Maint	1		No Charge
Subtotal: SinglePoint			27.00
Fee Based Service Charges for Account Number [REDACTED]		\$	27.00

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

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Business Statement

Account Number:

Statement Period:

Feb 2, 2026
through
Feb 27, 2026

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NEWS FOR YOU

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INFORMATION YOU SHOULD KNOW

New Services Terms and Conditions will be effective for U.S. Bank business clients on March 1, 2026. You can view current and new Services Terms and Conditions at usbank.com/tmtermsandconditions. Use access code "terms2026". If you are unable to access this information for any reason, please reach out to your U.S. Bank contact or Commercial Customer Service team for assistance.

SILVER BUSINESS CHECKING

U.S. Bank National Association

Member FDIC

Account Summary

	# Items		
Beginning Balance on Feb 2		\$	31,985.09
Other Withdrawals	1		28.00-
Ending Balance on Feb 28, 2026		\$	31,957.09

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Feb 13	Analysis Service Charge	1300000000	\$ 28.00-
Total Other Withdrawals			\$ 28.00-

Balance Summary

Date	Ending Balance
Feb 13	31,957.09

Balances only appear for days reflecting change.

ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: January 2026

Account Number:		\$	28.00
Analysis Service Charge assessed to		\$	28.00

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SHASTA LOCAL AGENCY FORMATION
 COMMISSION
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Business Statement

Account Number:

██████████

Statement Period:

Feb 2, 2026

through

Feb 27, 2026

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ANALYSIS SERVICE CHARGE DETAIL (CONTINUED)

Service Activity Detail for Account Number ██████████

<i>Service</i>	<i>Volume</i>	<i>Avg Unit Price</i>	<i>Total Charge</i>
SinglePoint			
SPE Pday Det & Sum Mo Maint	1	16.00000	16.00
SPE Token Mo Maintenance	1		No Charge
SPE ACH Mo Maintenance	1	12.00000	12.00
SP Image Access Mo Maint	1		No Charge
SPE Ext Messaging Mo Maint	1		No Charge
Subtotal: SinglePoint			28.00
Fee Based Service Charges for Account Number ██████████		\$	28.00

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DATE:	01/31/2026
INVOICE #:	26-235-01
TOTAL DUE:	\$ 5,687.81

BILL TO:

Shasta LAFCO
 PO Box 8693
 South Lake Tahoe, CA 96158

PAY TO:

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

PROJECT: SHASTA LAFCO PLANNING AND STAFFING SERVICES JANUARY 2026

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

Reviewed status of and information needs for CSA #4 Dissolution MSR/SOI Update.

Staffing Services

Reviewed and updated LAFCO website with information about meetings for the upcoming year and new Brown Act requirements. Reviewed bank accounts and updated QuickBooks as necessary. Reviewed and paid invoices/expenses. Prepared for and conducted January 22, 2026 Executive Committee meeting. Completed CALPERS annual information request. Prepared and sent out staff reports for February Regular Commission meeting.

GIS Services

Met with County staff to review GIS needs and protocols for boundary changes and reconciliations.

Applications

Fall River Valley CSD: Reviewed status of Tax Exchange Agreement process and updated applicant on timeline.

<i>MSR/SOI Update Amount Due:</i>	\$ 125.00
<i>Staffing Services Amount Due:</i>	\$ 5,295.31
<i>GIS Services Amount Due:</i>	\$ 187.50
<i>Applications:</i>	\$ 80.00

TOTAL AMOUNT DUE THIS INVOICE: \$ 5,687.81

(see attached spreadsheets for detailed cost breakdown)

Staffing Services Contract:	\$ 119,000.00
Total Billed to Date	
<i>(less application fees):</i>	\$ 92,738.57
<hr/> Amount Remaining:	<hr/> \$ 26,261.43

Shasta LAFCO Staffing Services - January 2026

Planwest Partners Inc.			Hours and Expenses									
Project Task	Account	Budget	Principal	EO / Senior Planner	Associate Analyst	Associate Planner	Assistant Planner	GIS Analyst	Expense	Total Cost January 2026	Total Cost FY-to-Date	Remaining
			<i>C. Santsche</i>	<i>K. Brogna</i>	<i>E. Haskett</i>	<i>S. Wickman</i>	<i>A. Chung</i>	<i>L. Choy</i>				
Hourly Rate			\$195	\$160	\$145	\$145	\$125	\$125				
MSR/SOI - Review and Analysis		\$28,000.00								\$125.00	\$25,926.25	\$2,073.75
Fall River Valley FPD MSR/SOI Update										\$0.00	\$62.50	
CSAs #2, 3, 6, and 13 MSR/SOI Update										\$0.00	\$11,446.25	
Anderson FPD MSR/SOI Update										\$0.00	\$10,147.50	
Burney FPD MSR/SOI Update										\$0.00	\$3,707.50	
CSA #4 - Dissolution MSR/SOI Update							1.00			\$125.00	\$562.50	
Staffing Services		\$86,000.00								\$5,295.31	\$63,874.82	\$22,125.18
General Staffing Services			0.50	7.00			3.75		\$6.08	\$1,692.33	\$35,591.99	
Accounting				1.50						\$240.00	\$6,093.30	
Policies and Procedures Update										\$0.00	\$0.00	
Staff Coordination										\$0.00	\$0.00	
Noticing, Staff Reports, and Budgeting				6.00			5.25			\$1,616.25	\$5,663.75	
Public / Agency Information Requests				2.00						\$320.00	\$3,680.00	
Budget Preparation										\$0.00	\$160.00	
Conferences										\$0.00	\$1,820.04	
Commission Meetings									\$67.98	\$67.98	\$5,250.74	
Executive Committee Meetings				4.00			5.75			\$1,358.75	\$5,615.00	
GIS Services		\$5,000.00								\$187.50	\$2,937.50	\$2,062.50
Public/ Agency Information Requests								1.50		\$187.50	\$2,937.50	
Application Processing / Pre-App Review Expenses		Deposit								\$80.00	\$3,156.25	
CSA #8 Annexation - Axner										\$0.00	\$0.00	
FRV CSD Annexation Williams Rd				0.50						\$80.00	\$3,156.25	
FRV FPD Reorganization										\$0.00	\$0.00	
Staff Hours			0.50	21.00	0.00	0.00	15.75	1.50				
Total		\$119,000.00	\$97.50	\$3,360.00	\$0.00	\$0.00	\$1,968.75	\$187.50	\$74.06	\$5,687.81	\$92,738.57	\$26,261.43

Expenses		
Mileage (240 mi@0.70/mi)		
Hotel & Meals		
CALAFCO Conference		
Printing & Postage (see separate sheet for detail)		\$74.06
Storage Unit (Crown Storage) Rent		
Total		\$74.06



Office Supplies

BILL TO: Shasta LAFCO

PROJECT: Shasta LAFCO Staffing Services

NVOICE # 26-235-01

DATE: 1/31/2026

Account	Title	Qty	Type	Description	Cost/Unit	Total
	Duplicating	153	8½ x 11 (B&W)	Printing of three agenda packets (Commissioners Ryness, Baugh, and Morgan)	\$0.10	\$15.30
	Postage	3	Flat-sized envelope, priority	Printing of three agenda packets (Commissioners Ryness, Baugh, and Morgan)	\$11.90	\$35.70
	Postage	1	Certiifed Mail	Certified mail of expesne check to S. Baugh	\$6.08	\$6.08
	Printing (McDonald's Budget Printing)	1	8.5" x 11" B&W	Printing of two agenda packets for Commissioner Lund and Alternate Commissioner Spencer	\$16.98	\$16.98
SUBTOTAL						\$74.06

TOTAL \$74.06

DATE:	02/28/2026
INVOICE #:	26-235-02
TOTAL DUE:	\$ 8,699.02

BILL TO:

Shasta LAFCO
 PO Box 8693
 South Lake Tahoe, CA 96158

PAY TO:

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

PROJECT: SHASTA LAFCO PLANNING AND STAFFING SERVICES FEBRUARY 2026

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

Reviewed prior SOI determinations adopted by Commission in October 2025. Reached out to Sierra-Sacramento Valley EMS (S-SVEMS) agency to gain information on ambulance services in Fall River Valley area. Met with representatives from S-SVEMS to further discuss Burney FPD ambulance services. Reviewed signatures provided from Cassel community members for any duplications or out of area signatures.

Staffing Services

Reviewed banking accounts, made deposits, and updated QuickBooks as needed. Coordinated with accountant on bi-annual review of QuickBooks. Prepared for and conducted February 5, 2026 Regular Commission meeting. Followed up with Chair and Vice Chair regarding items discussed and regular commission meeting. Coordinated with staff on follow-up items from meeting. Reviewed CEQA notice from Shasta County regarding Keswick subdivision project and need for water services. Received and reviewed Public Records Act (PRA) request regarding Burney FPD MSR/SOI Update. Coordinated with legal counsel and staff on response to PRA request.

GIS Services

Drafted agency and parcel boundary alignment topology methodology for review/comment by County GIS staff.

Applications

Fall River Valley CSD: Received and reviewed final tax exchange agreement from Shasta County. Prepared and sent Certificate of Filing to applicant. Prepared public hearing notice for newspaper publication. Drafted landowner/ registered voter notice mailer.

<i>MSR/SOI Update Amount Due:</i>	\$ 1,015.00
<i>Staffing Services Amount Due:</i>	\$ 5,981.52
<i>GIS Services Amount Due:</i>	\$ 687.50
<i>Applications:</i>	\$ 1,015.00

TOTAL AMOUNT DUE THIS INVOICE: \$ 8,699.02

(see attached spreadsheets for detailed cost breakdown)

Staffing Services Contract:	\$ 119,000.00
Total Billed to Date	
<i>(less application fees):</i>	\$ 100,422.59
Amount Remaining:	\$ 18,577.41

Shasta LAFCO Staffing Services - February 2026

Planwest Partners Inc.			Hours and Expenses									
Project Task	Account	Budget	Principal	EO / Senior Planner	Associate Analyst	Associate Planner	Assistant Planner	GIS Analyst	Expense	Total Cost February 2026	Total Cost FY-to-Date	Remaining
			<i>C. Santsche</i>	<i>K. Brogna</i>	<i>E. Haskett</i>	<i>S. Wickman</i>	<i>A. Chung</i>	<i>L. Choy</i>				
Hourly Rate			\$195	\$160	\$145	\$145	\$125	\$125				
MSR/SOI - Review and Analysis		\$28,000.00								\$1,015.00	\$26,941.25	\$1,058.75
Fall River Valley FPD MSR/SOI Update										\$0.00	\$62.50	
CSAs #2, 3, 6, and 13 MSR/SOI Update										\$0.00	\$11,446.25	
Anderson FPD MSR/SOI Update										\$0.00	\$10,147.50	
Burney FPD MSR/SOI Update				4.00				3.00		\$1,015.00	\$4,722.50	
CSA #4 - Dissolution MSR/SOI Update										\$0.00	\$562.50	
Staffing Services		\$86,000.00								\$5,981.52	\$69,856.34	\$16,143.66
General Staffing Services				15.00			12.50			\$3,962.50	\$39,554.49	
Accounting				4.50						\$720.00	\$6,813.30	
Policies and Procedures Update										\$0.00	\$0.00	
Staff Coordination										\$0.00	\$0.00	
Noticing, Staff Reports, and Budgeting				1.00						\$160.00	\$5,823.75	
Public / Agency Information Requests				1.00						\$160.00	\$3,840.00	
Budget Preparation										\$0.00	\$160.00	
Conferences										\$0.00	\$1,820.04	
Commission Meetings				3.00			0.50		\$436.52	\$979.02	\$6,229.76	
Executive Committee Meetings										\$0.00	\$5,615.00	
GIS Services		\$5,000.00								\$687.50	\$3,625.00	\$1,375.00
Public/ Agency Information Requests								5.50		\$687.50	\$3,625.00	
Application Processing / Pre-App Review Expenses		Deposit								\$1,015.00	\$4,171.25	
CSA #8 Annexation - Axner										\$0.00	\$0.00	
FRV CSD Annexation Williams Rd				4.00	2.50			3.00		\$1,015.00	\$4,171.25	
FRV FPD Reorganization										\$0.00	\$0.00	
Staff Hours			0.00	32.50	2.50	0.00	13.00	11.50				
Total		\$119,000.00	\$0.00	\$5,200.00	\$362.50	\$0.00	\$1,625.00	\$1,437.50	\$436.52	\$8,699.02	\$100,422.59	\$18,577.41

Expenses		
Mileage (240 mi@0.725/mi)	240	\$174.00
Hotel & Meals		\$242.99
CALAFCO Conference		
Printing & Postage (see separate sheet for detail)		\$19.53
Storage Unit (Crown Storage) Rent		
Total		\$436.52

BILL TO: Shasta LAFCO

PROJECT: Shasta LAFCO Staffing Services

NVOICE # 26-235-02
DATE: 2/28/2026

Account	Title	Qty	Type	Description	Cost/Unit	Total
	Printing (McDonald's Budget Printing)	1	8.5" x 11" B&W	Printing of two agenda packets and 10 agendas	\$19.53	\$19.53
					SUBTOTAL	\$19.53

TOTAL \$19.53

Additional Expenses

⊕	02/09/26	PURCHASE AUTHORIZED ON 02/05 STARBUCKS STORE 05 WOODLAND CA S356036834752587 CARD 6833	\$9.90
⊕	02/06/26	PURCHASE AUTHORIZED ON 02/04 FSP*OXFORD SUITES REDDING CA S466036013062071 CARD 6833	\$123.43
⊕	02/05/26	[REDACTED]	
⊕	02/05/26	[REDACTED]	
⊕	02/05/26	[REDACTED]	
⊕	02/05/26	PURCHASE AUTHORIZED ON 02/04 CORBETT 'S RESTAURA REDDING CA S386035765984133 CARD 6833	\$62.37
⊕	02/05/26	PURCHASE AUTHORIZED ON 02/04 STARBUCKS 05478 SOUTH LAKE TA CA S466035612385126 CARD 6833	\$13.80
⊕	02/05/26	[REDACTED]	
⊕	02/04/26	PURCHASE AUTHORIZED ON 02/04 SPROUTS FARMERS MARKET # REDDING CA P386036005613700 CARD 6833	\$33.49

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

Ronnan Lund
Special District Member

Rosemary Smith
Special District Alternate

Brenda Haynes
Public Member

Michael Spencer
Public Member Alternate

REGULAR COMMISSION MEETING

Thursday, April 2nd, 2026, at 9:00 a.m.
City of Anderson, City Council Chambers
1887 Howard St, Anderson, CA, 96007

AGENDA

1. CALL TO ORDER

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

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. February 5, 2026 Draft Meeting Minutes
- b. January - February 2026 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

- a. Public Records Act Request

SHASTA LAFCO

8. SCHEDULED PUBLIC HEARINGS

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.

- a. Fall River Valley Community Services District Williams Road Annexation
The Commission will consider an application for annexation of territory to the Fall River Valley CSD in order to provide water services to existing residences in the area. The territory along Williams Road in McArthur is located adjacent to the District's existing boundary and within the established sphere of influence.
- b. Proposed FY2026-27 Budget
The Commission will consider adopting the FY2026-27 proposed budget for distribution to member agencies.
- c. Rehearing of Burney Fire Protection District Municipal Service Review and Sphere of Influence Update
The Commission will review the prior action from October 2, 2025, approving the Burney FPD MSR/SOI Update (Resolution 2025-06) which expanded the SOI to include areas around Hatchet Ridge, southern Burney, Cassel, and the McArthur-Burney Falls Memorial State Park.

9. BUSINESS ITEMS - NONE

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

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 FY2025-26.
- 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.

11. CLOSED SESSION

- a. Government Code §54957 Public Employment - Executive Officer
- b. Government Code §54957 Public Employment - General Counsel

12. COMMISSIONER ANNOUNCEMENTS (INFORMATIONAL ONLY)

13. STAFF ANNOUNCEMENTS

14. ADJOURNMENT

The next Regular Commission Meeting is scheduled for Thursday, June 4, 2026, at 9:00am at the Shasta County Board of Supervisors Chambers located at 1450 Court Street, Redding, CA, 96001.

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.

SHASTA LAFCO

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.

Corkey Harmon
County Member

Susie Baugh
City Member

Chris Kelstrom
County Member

Pam Morgan
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Allen Long
County Member Alternate

Tenessa Audette
City Member Alternate



Fred Ryness
Special District Member

Brenda Haynes
Public Member

Ronnean Lund
Special District Member

Michael Spencer
Public Member Alternate

Rosemary Smith
Special District Alternate

AGENDA ITEM 4.E.

Date: March 13, 2026
From: Krystle Brogna, Executive Officer
Subject: **Proposed FY 2026-27 Budget**
The Committee will receive and review the proposed budget for FY 2026-27.

BACKGROUND

Under California Government Code Section 56381, LAFCOs are responsible for annually adopting a proposed budget by May 1st and a final budget by June 15th. State law specifies the proposed and final budgets shall, at a minimum, be equal to the budget adopted for the previous fiscal year unless LAFCO finds the reduced costs will nevertheless allow agency to fulfill its prescribed regulatory and planning duties.

DISCUSSION

The proposed FY 2026-27 budget will be provided to all member agencies upon approval. The budget proposes no increase in member contributions.

Funding Sources:

Shasta LAFCO's annual operating expenses are principally funded through appropriations from the County, Cities, and Special Districts, in addition to application fees and interest earnings. Each fiscal year after the Commission adopts the final budget, the County Auditor apportions operating expenses by one-third, shared between the County, the Cities, and the independent special districts.

Operating Expenses:

Proposed operating expenses reflect anticipated staffing services and daily operational needs. Notable expenses are as follows:

- Retirement - CalPERS (last annual payment)
- Membership costs with CALAFCO and CSDA
- Liability costs with SDRMA
- MSR/SOI Updates
- Conference Fees and Sponsorships (attendance at Annual CALAFCO Conference)

MSR/SOI Updates Compliance Work Plan

For FY 2026-27, the following MSR/SOI Updates are scheduled: Conclude Fall River Valley FPD, Anderson FPD, Buckeye FPD, CSA #2 - Sugarloaf, CSA #3 - Castella, CSA #6 - Jones Valley, CSA #13 - Alpine Meadows, and CSA #4 - Redding Transit.

RECOMMENDATION

Staff recommends the Committee review the proposed budget, provide feedback to staff on budgeted expenses, and provide a recommendation for the full commission.

Proposed FY 2026-2027 Shasta LAFCO Budget

BUDGET CATEGORIES	FY 2023/24 Adopted	FY 2023/24 Amended	FY 2023/24 Actuals	FY 2024/25 Adopted	FY 2024/25 Amended	FY 2024/25 Actuals	FY 2025/26 Adopted	FY 2025/26 8mo Actuals	Proposed FY 2026/27	% difference
REVENUES										
CD Interest	\$0	\$0	\$0	\$0	\$0	\$381	\$0	\$0	\$0	
Savings Interest			\$7	\$0	\$0	\$3	\$0	\$0	\$0	
Funding Agencies' Apportionments										
<i>Cities</i>	\$69,500	\$69,500	\$69,500	\$70,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	0.0%
<i>Shasta County</i>	\$69,500	\$69,500	\$69,500	\$70,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	0.0%
<i>Special Districts</i>	\$69,500	\$69,500	\$69,500	\$70,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	0.0%
Total Apportionments	\$208,500	\$208,500	\$208,500	\$211,500	\$211,500	\$211,500	\$215,700	\$215,700	\$215,700	0.0%
TOTAL REVENUES	\$208,500	\$208,500	\$208,500	\$211,500	\$211,500	\$211,884	\$215,700	\$215,700	\$215,700	0.0%
<i>Increase from prior FY</i>	2%	~	~	1.44%	~	~	1.99%			0.00%
EXPENSES										
Payroll, Benefits & Retirement Payout										
Employer Expenses										
<i>Clerk/Administrator</i>	\$35,000	\$1,000	\$1,550	\$0	\$0	\$0	\$0	\$0	\$0	
<i>CalPERS Annual Payout¹</i>	\$50,498	\$50,498	\$50,498	\$50,500	\$50,500	\$50,498	\$50,500	\$50,498	\$34,700	-31.3%
<i>Employer Taxes</i>	\$6,300	\$300	\$84	\$0	\$0	-\$84	\$0	\$0	\$0	
Total Employer Expense	\$91,798	\$51,798	\$52,132	\$50,500	\$50,500	\$50,414	\$50,500	\$50,498	\$34,700	-31.3%
Total Payroll, Benefits & Retirement	\$91,798	\$51,798	\$52,132	\$50,500	\$50,500	\$50,414	\$50,500	\$50,498	\$34,700	-31.3%
Professional Services										
Executive Officer & Staffing Services										
<i>Executive Officer and Clerk</i>	\$57,500	\$84,000	\$87,742	\$84,000	\$84,700	\$84,675	\$86,000	\$68,036	\$90,000	4.7%
<i>MSR/SOI Preparation</i>	\$20,260	\$19,000	\$21,815	\$25,000	\$25,725	\$25,703	\$28,000	\$26,941	\$35,000	25.0%
<i>GIS Services</i>	\$4,500	\$4,500	\$2,475	\$5,000	\$5,000	\$4,990	\$5,000	\$3,625	\$5,000	0.0%
Total EO and Staffing Services	\$82,260	\$107,500	\$112,032	\$114,000	\$115,425	\$115,368	\$119,000	\$98,603	\$130,000	9.2%
Legal Counsel Services	\$12,500	\$12,500	\$11,161	\$12,500	\$12,500	\$3,686	\$12,500	\$3,644	\$14,000	12.0%
Website Hosting and Maintenance	\$120	\$2,000		\$2,000	\$2,000	\$777	\$2,000	\$755	\$2,000	0.0%
Information/Technology (IT) Services	\$750	\$3,000	\$1,124	\$2,000	\$1,275	\$436	\$2,000	\$73	\$0	-100.0%
Fiscal Audit Services (Biannual)	\$0	\$8,500	\$525	\$8,500	\$8,500	\$0	\$8,500	\$1,440	\$8,500	0.0%
Total Professional Services	\$95,630	\$133,500	\$124,843	\$139,000	\$139,700	\$120,266	\$144,000	\$104,514	\$154,500	7.3%
Office & Supplies										
Rent	\$7,200	\$7,200	\$7,800	\$7,200	\$7,200	\$7,200	\$600	\$0	\$0	-100.0%
PO Box Rental				\$140	\$140	\$80	\$150	\$83	\$170	13.3%
Communications (Phone/Internet)	\$1,620	\$2,500	\$1,537	\$1,620	\$1,620	\$1,424	\$150	\$0	\$0	-100.0%
Tools/ Equipment/ Software	\$1,012	\$1,500	\$1,209	\$1,230	\$1,230	\$0	\$1,300	\$970	\$1,250	-3.8%
Storage Space	\$0	\$0		\$0	\$0	\$0	\$1,800	\$495	\$1,800	0.0%
Office Supplies Expense	\$1,300	\$1,000	\$102	\$600	\$600	\$277	\$100	\$0	\$80	-20.0%
Postage, Shipping & Printing	\$600	\$600		\$610	\$610	\$46	\$700	\$0	\$300	-57.1%
Total Office Services & Supplies	\$11,732	\$12,800	\$10,648	\$11,400	\$11,400	\$9,027	\$4,800	\$1,548	\$3,600	-25.0%
Memberships and Fees										
Bank & Transfer Fees	\$300	\$300	\$277	\$300	\$400	\$368	\$500	\$268	\$250	-50.0%
Conferences/ Sponsorships	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$4,523	\$7,000	40.0%
CALAFCO Membership	\$4,000	\$4,000	\$7,993	\$4,000	\$4,050	\$4,043	\$4,200	\$4,176	\$4,200	0.0%
CSDA Membership	\$0	\$1,250		\$1,300	\$1,375	\$1,351	\$1,500	\$1,398	\$1,500	0.0%
SDRMA Liability Insurance	\$3,900	\$3,712	\$9,316	\$3,800	\$3,475	\$7,094	\$4,000	-\$130	\$4,000	0.0%
Legal Notices	\$1,140	\$1,140	\$139	\$1,200	\$600	\$282	\$1,200	\$93	\$950	-20.8%
Total Memberships & Fees	\$9,340	\$10,402	\$17,725	\$10,600	\$9,900	\$13,137	\$16,400	\$10,328	\$17,900	9.1%
TOTAL EXPENSES	\$208,500	\$208,500	\$205,348	\$211,500	\$211,500	\$192,845	\$215,700	\$166,888	\$210,700	-2.3%
Contingency Fund										
Contingency Deposit	\$0	\$0	\$3,152	\$0	\$0	\$19,040	\$0		\$5,000	
Contingency Withdrawal	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
Total Gain/(Loss)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$48,812	\$0	
Cash at End of Period (June 30th)			\$72,794			\$99,925	\$99,925		\$104,925	

1 - Annual payment for prior executive officer retirement plan. As of FY2025-26 there are two more annual payments.

APPLICATION COSTS	FY2022-23 Actuals	FY2023-24 Actuals	FY2024-25 Actuals	FY2025-26 8-mo Actuals
REVENUES				
Application Fees	\$54,986.97	\$3,280.00	\$3,226.00	\$1,800.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$54,986.97	\$3,280.00	\$3,226.00	\$1,800.00
EXPENSES				
Staff Time	\$26,220.00	\$22,197.50	\$2,900.00	\$4,171.25
Legal Services	\$3,077.00	\$0.00	\$0.00	\$0.00
CDFW Fees	\$81.00	\$0.00	\$0.00	\$0.00
BOE Filing Fees	\$0.00	\$0.00	\$4,885.00	\$300.00
Public Hearing Notice	\$341.00	\$0.00	\$0.00	\$0.00
Other	\$92.00	\$0.00	\$35.00	\$68.00
TOTAL EXPENSES	\$29,811.00	\$22,197.50	\$7,820.00	\$4,539.25
Total Gain/ (Loss)	\$25,175.97	(\$18,917.50)	(\$4,594.00)	(\$2,739.25)

Corkey Harmon
County Member

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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 4.F.

Date: March 13, 2026

From: Krystle Brogna, Executive Officer

Subject: **Closure of US Bank Checking Account**

The Committee will consider closing the US Bank checking account that was formerly used for LAFCO operations.

BACKGROUND

Shasta LAFCO banks independently from the County and other agencies. The Commission's operations and savings accounts were previously held at US Bank and serviced through their Commercial Services division. In June 2025, the Commission chose to switch banks based on continued issues with fraudulent charges and high service fees at US Bank. A new checking account was set up with Tri Counties Bank in order to handle day to day operations of the Commission.

DISCUSSION

During the last year, the Executive Officer has been working with Katie Wheeler of Bookkeeping Systems to reconcile prior years' expenses and ensure future accuracy of Shasta LAFCO accounts. During this review, Ms. Wheeler found potentially unpaid employer taxes for former employee Kathy Bull. The Executive Officer has been working with US Bank to determine if the appropriate payroll taxes were paid and as such, the US Bank checking account has remained open.

Recently, US Bank informed the Executive Officer that there is no record of payroll processing for Shasta LAFCO and additional research on the matter would cost \$100 per hour. Since no conclusion could be reached with US Bank, the Executive Officer will need to work directly with the California Employment Development Department (EDD).

Since no further actions are required with US Bank, the Executive Officer plans to close the open checking account in order to avoid any further service charges which are currently \$28 per month. In accordance with Resolution 2025-04, the Executive Officer has the authority to close all US Bank accounts. However, to ensure transparency, the Executive Officer requests confirmation from the Committee prior to closing the account.

RECOMMENDATION

Staff recommends the Committee review the use of the US Bank account and take action to confirm closure of the account.

Corkey Harmon
County Member

Chris Kelstrom
County Member

Allen Long
County Member Alternate

Susie Baugh
City Member

Pam Morgan
City Member

Tenessa Audette
City Member Alternate



Fred Ryness
Special District Member

Ronnean Lund
Special District Member

Rosemary Smith
Special District Alternate

Brenda Haynes
Public Member

Michael Spencer
Public Member Alternate

AGENDA ITEM 5.A.

Date: March 13, 2026

From: Krystle Brogna, Executive Officer

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

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

BACKGROUND

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

DISCUSSION

The following application(s) are active with LAFCo:

- Proposed SOI Amendment and Annexation to CSA #8 (Palo Cedro): The proposal includes two parcels (APNs: 059-390-003 & 059-390-002) along Deschutes Road totaling approximately 5.4 acres. The applicants are requesting annexation to CSA #8 in order to obtain wastewater services for their properties. Water services are currently provided by Bella Vista Water District and no change of provider is proposed at this time. The applicants' request for rezoning was denied by the Shasta County Board of Supervisors and as such, they will not be able to proceed with the project as planned. Staff informed the applicants that they can still move forward with the annexation process, but additional information is still needed.
- Proposed Annexation to Fall River Valley CSD: The EO received an application for annexation of several parcels to the Fall River Valley CSD. The annexation would include parcels along Williams Road in McArthur that are adjacent to the District's boundary and within its current SOI. The parcels are currently served by a private water system that provides inconsistent water quality. The County Board of Supervisors approved a zero Tax Exchange agreement at their meeting on February 10th. The application is now complete and is scheduled for a public hearing at the April 2, 2026, Commission meeting.

RECOMMENDATION

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

Corkey Harmon
County Member

Susie Baugh
City Member

Chris Kelstrom
County Member

Pam Morgan
City Member

Allen Long
County Member Alternate

Tenessa Audette
City Member Alternate



Fred Ryness
Special District Member

Brenda Haynes
Public Member

Ronnean Lund
Special District Member

Michael Spencer
Public Member Alternate

Rosemary Smith
Special District Alternate

AGENDA ITEM 5.B.

Date: March 13, 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 Cassell. The Cassel community has petitioned LAFCo to rehear its decision to adopt the updated SOI for Burney FPD. The Commission will rehear the item at the April 2, 2026, Regular Commission meeting. A public hearing notice was submitted to both the Redding Record Searchlight and the Intermountain News.

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

Staff met with County staff to discuss the MSR process and additional information needs and began drafting the report. The MSR/SOI Update is currently on hold due to budget constraints.

Anderson Fire Protection District MSR/SOI Update

Staff is continuing to coordinate with District staff on information needs. The District recently provided two additional audits for review and inclusion in the report. The MSR/SOI Update is currently on hold due to budget constraints.

CSA #4 MSR/SOI Report for Dissolution

Staff reviewed historical information available for the CSA and began drafting an initial draft of the document. The MSR/SOI Update is currently on hold due to budget constraints.

RECOMMENDATION

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