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Public Member Alternate

Rosemary Smith
Special District Alternate

AGENDA ITEM 10.A.

Date: June 4, 2026

From: Krystle Brogna, Executive Officer

Subject: **FY2025-26 Budget Amendment**

The Commission will receive an update on the FY2025-26 budget and consider an amendment to cover staffing services costs in addition to consideration of the Planwest Partners, Inc. invoices for March and April 2026.

BACKGROUND

Shasta LAFCO adopted the FY2025-26 Budget on June 5, 2025, which was then distributed to member organizations with County Auditor apportioned annual contributions invoices. Based on the additional staffing services provided throughout the fiscal year, the staffing services budget has been exhausted.

DISCUSSION

Due to the unforeseen complications with developing and adopting the Burney FPD Municipal Service Review and Sphere of Influence Update, and the additional time required to respond to threats of legal action, the originally approved budget for staffing services has been expended. As there are still two months remaining in the fiscal year, staff requests the following budget amendment:

- Decrease Fiscal Audit Services by \$5,500
- Decrease Storage Space by \$900
- Increase Contract Independent Executive Officer & Staff Services by \$25,500
- Increase PO Box Rental by \$20

The increased budget for staffing services will require the use of reserves totaling \$19,120. This is anticipated to reduce LAFCO's reserve funding to \$80,805. Should limited staff time be required to respond to future requests for information over the next two months, and no additional time is needed to address potential litigation matters, then the use of reserves is anticipated to be less than that proposed.

Staff also requests approval of the March and April 2026 invoices for Planwest Partners, Inc. Since the staffing services budget has been expended, the Executive Committee was unable to approve the invoices during their meeting on May 19, 2026.

RECOMMENDATION

Staff recommends the Commission review the proposed reallocations and Planwest Partners invoices.

Recommended action: *"I move to adopt Resolution 2026-04, approving the FY2025-26 budget amendment, and approve the March and April 2026 invoices from Planwest Partners, Inc. as shown in Attachment C".*

Attachments:

Attachment A: Proposed FY2025-26 Budget Amendment

Attachment B: Draft Resolution 2026-04

Attachment C: Planwest Partners, Inc. Invoices (March & April 2026)