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Public Member

Ronnean Lund  
Special District Member

Vacant  
Public Member Alternate

Rosemary Smith  
Special District Alternate

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## AGENDA ITEM 10.B.

**Date:** June 4, 2026

**From:** Krystle Brogna, Executive Officer

**Subject:** **Proposed Planwest Partners Staffing Services for FY2026-27**

The Commission will receive an update on staffing services proposed by Planwest Partners in FY2026-27.

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### 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. Shasta LAFCO has contracted with Planwest Partners since 2016 with regular contract extensions generally approved on an annual basis.

### DISCUSSION

The owners of Planwest Partners have recently held robust discussion regarding the allocation of staff resources for the company. Based on this review, they have decided to end the staffing services contract with Shasta LAFCO so that staff time may be utilized to support other areas of the company. As such, Planwest Partners is proposing a six-month contract with Shasta LAFCO for FY 2026-27 in order to help facilitate a staffing transition. This proposed contract is included as Attachment A.

Planwest Partners is grateful that the Commission has entrusted the daily operations of this important organization to Planwest for so long and will strive to provide a smooth transition over the next six months. Several options can be considered for future staffing of the Commission including releasing an RFP for consulting services or directly hiring staff.

### RECOMMENDATION

Staff recommends the Commission review the attached six-month professional services contract for staffing services with Planwest Partners, Inc. in order to facilitate a transition of staffing services.

Recommended action: *"I move to approve the six-month professional services contract for staffing services with Planwest Partners, Inc."*

### Attachments:

Attachment A: Planwest Partners, Inc. Professional Staffing Services Contract