

Corkey Harmon
County Member

Mike Gallagher
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

Vacant
Public Member Alternate

Rosemary Smith
Special District Alternate

REGULAR COMMISSION MEETING

Thursday, June 4th, 2026, at 9:00 a.m.
Shasta County, Board of Supervisors Chambers
1450 Court Street, Redding, CA, 96001

AGENDA

1. CALL TO ORDER

- a. Roll Call
- b. Pledge of Allegiance - Commissioner Harmon
- c. Appointment of Alternate Public Member
- d. Seating of Regular City Member - Mike Gallagher, City of Anderson
- e. Designation of Chair and Vice Chair

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. April 2, 2026 Draft Meeting Minutes
- b. March - April 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.

SHASTA LAFCO

7. CORRESPONDENCE - NONE

8. CLOSED SESSION - NONE

9. 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. Final FY2026-27 Budget

The Commission will consider adopting the FY2026-27 final budget in accordance with California Government Code Section 56381(c).

10. BUSINESS ITEMS

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

a. Proposed FY 2025-26 Budget Amendment and Planwest Partners, Inc Invoices

The Commission will consider approving a budget amendment for FY2025-26 and consider approving the Planwest Partners, Inc. invoices for March and April 2026.

b. Professional Service Agreements for Executive Officer Services

The Commission will consider approving a six-month professional service agreement with Planwest Partners, Inc., to continue providing Executive Officer and General Staffing Services.

c. Professional Service Agreements for Legal Counsel Services

The Commission will consider approving a two-year professional service agreements with Underwood Law Firm to continue providing Legal Counsel services.

11. 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. Status of Commissioner Terms

The Commission will receive a report on current Commissioner terms and vacancies including the upcoming Special District Member election process.

d. CALAFCO Legislative Report

The Commission will receive an update on legislation that is currently being tracked by CALAFCO.

e. CALAFCO SB 827 Fiscal and Financial Training

The Commission will receive an update on fiscal and financial training (SB 827) available to Commissioners through CALAFCO.

12. COMMISSIONER ANNOUNCEMENTS (INFORMATIONAL ONLY)

13. STAFF ANNOUNCEMENTS

14. ADJOURNMENT

SHASTA LAFCO

The next Regular Commission Meeting is scheduled for Thursday, August 6, 2026, at 9:00am at the City of Shasta Lake City Council Chambers located at 4477 Main Street, Shasta Lake, CA 96019.

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.

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

Vacant
Public Member Alternate

REGULAR COMMISSION MEETING

Thursday, April 2, 2026
City of Anderson Council Chambers
1887 Howard Street, Anderson, CA, 96007

DRAFT MEETING MINUTES

1. CALL TO ORDER

Chair Baugh called the meeting to order at 9:05 a.m. at the City of Anderson Council Chambers.

a. Roll Call

Present: Commissioners Baugh, Harmon, Haynes, Kelstrom, Lund*, Morgan, and Ryness;
Alternate Commissioner Smith**

Absent: Alternate Commissioners Audette, and Long

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

*Commissioner Lund joined the meeting at 9:40am and was seated as a voting member.

**Alternate Commissioner Smith was seated as a voting member from 9:05am to 9:40am

b. Pledge of Allegiance - Led by Chair Baugh

2. PUBLIC COMMENT

No public comment was received at this time.

3. AGENDA ADOPTION

a. Agenda - Additions/ Changes

Agenda item 8a was amended to two cases of potential litigation.

b. Business/Campaign Conflict Disclosures

No disclosures were made.

4. SPECIAL PRESENTATIONS

a. Shasta County Auditor-Controller's Office

A presentation was provided by Stacey Mooney of the Shasta County Auditor-Controller's Office on the apportionment process for Shasta LAFCO. Commissioners asked clarifying questions of Ms. Mooney and Nolda Short, who was also in attendance. No action was taken.

b. Sierra-Sacramento Valley EMS Agency

A presentation was provided by John Poland of the Sierra-Sacramento Valley EMS agency on the provision of ambulance services in Shasta County with an emphasis on the level of services provided in eastern Shasta County. Commissioners asked clarifying questions. No action was taken.

Commissioner Lund joined the meeting and was seated as voting member.

5. CONSENT CALENDAR

a. February 5, 2026 Draft Meeting Minutes

b. January - February 2026 Financial Summary

Motion Kelstrom/Ryness to approve the consent calendar. Motion passed by a 7-0-0 voice vote.

6. ITEMS PULLED FROM CONSENT CALENDAR - NONE

7. CORRESPONDENCE

a. Public Records Act Request

b. Request for Corrective Action - February 5, 2026, Burney Fire Protection District Sphere of Influence "Re-hearing"

Commissioners were informed that communication was received from Lozano Smith who have since identified themselves as legal counsel for Burney FPD. The confidential letters were included in the Commissioners' print packets. Two additional letters were received from Lazano Smith prior to the meeting which will be forwarded to Commissioners for review.

8. CLOSED SESSION

a. Government Code §54956.9 Potential Litigation - One Case

b. Government Code §54957 Public Employment - Executive Officer

c. Government Code §54957 Public Employment - General Counsel

The Commission and staff recessed to closed session. No reportable actions were made.

9. SCHEDULED PUBLIC HEARINGS

a. Fall River Valley Community Services District Williams Road Annexation

Executive Officer Brogna introduced the staff report and provided an overview of the annexation application including coordination with County staff on revising the legal map and description for the project. Commissioners held minimal discussion and asked clarifying questions.

The Public Hearing was opened for comment. No comment was received and the comment period was closed.

Motion Lund/Harmon to adopt Resolution 2026-01 approving the proposed Williams Road Annexation with conditions as outlined in the staff report. Motion passed by a 7-0-0 voice vote.

b. Proposed FY2026-27 Budget

Executive Officer Brogna introduced the staff report and provided an overview of the proposed budget for FY2026-27. No increase to member contributions was proposed as there is one last half payment for the Commission's CALPERS responsibility which provides additional usable income for the upcoming fiscal year. Increases are proposed to staffing services such as MSR/SOI Updates in order to catch up on the MSR schedule.

The Public Hearing was opened for comment. No comment was received and the comment period was closed.

Commissioners asked clarifying questions including whether or not this was the same budget presented to the Executive Committee. It was noted that it was the same as the budget recommended by the Committee.

Motion Lund/Haynes to adopt Resolution 2026-02 approving the proposed FY2026-27 and directing the Executive Officer to send the budget to member agencies for review and comment. Motion passed by a 7-0-0 voice vote.

c. Burney Fire Protection District Municipal Service Review and Sphere of Influence Update

Executive Officer Brogna introduced the staff report and provided a brief history of the Burney FPD MSR/SOI Update process. Legal Counsel Jim Underwood noted the potential actions the Commission could take including requesting a formal amendment of the Burney SOI, continuing the item to a future meeting, and taking no action.

The Public Hearing was opened for comment. Several comments were received from individuals which included support for Burney FPD and requests from Cassel community members to be removed from the Burney FPD SOI.

Commissioners held discussion regarding the SOI amendment process and asked clarifying questions of staff. It was noted that LAFCO would like to take the opinions and wishes of the Cassel community seriously and look at the SOI again. It was also noted that the Commission is not looking at disbanding the Burney FPD and is only considering changes to the SOI at this time.

Motion Morgan/Ryness to take no action on the Burney SOI at this time and wait for an outside party to request formal amendment of the Burney SOI.

Subsequent motion Lund to request an amendment to the Burney FPD. Motion was not seconded and then rescinded by Commissioner Lund.

First motion passed by a 6-0-1 voice vote with Commissioner Lund opposed.

10. BUSINESS ITEMS

a. Alternate Public Member Vacancy

Executive Officer Brogna noted that Michael Spencer officially resigned from the Commission and the Alternate Public Member seat is now vacant. Bill Goodwin has expressed interest in filling the seat. The Commission provided direction that Mr. Goodwin should be appointed at the next meeting.

11. EXECUTIVE OFFICER REPORT

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

EO Brogna introduced the staff report and noted that all other MSR/SOI updates are on hold until the Burney FPD SOI is resolved.

b. Status of Current and Future Applications

EO Brogna introduced the staff report and noted that the only active application is for the Fall River Valley CSD. After the mandatory 30-day reconsideration period, staff will proceed with final filing for the project.

c. Remote Meeting Participation under the Brown Act

Legal Counsel Jim Underwood noted that he had prepared a statement for the Commission but could not access it at this time. He will forward it to the Commissioners at a later time and additional discussion can be held at the next regular meeting as needed.

d. CALFCO Legislative Report

EO Brogna noted that a list of bills being tracked by CALAFCO was included in the packet for Commissioner review.

12. COMMISSIONER ANNOUNCEMENTS

Commissioner Kelstrom noted that the date of the February meeting should be moved as the first Thursday conflicts with the annual logging convention for the area.

Commissioner Morgan noted that the Fall River Valley CSD annexation staff report was well written and she learned a lot from it.

13. STAFF ANNOUNCEMENTS - NONE

14. ADJOURNMENT - 11:42 AM

Shasta Local Agency Formation Commission

Profit and Loss Detail

March 1-April 30, 2026

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	LOCATION	CLASS FULL NAME	DESCRIPTION	ITEM SPLIT ACCOUNT	AMOUNT	BALANCE
Ordinary Income/Expenses									
Income									
Cost of Goods Sold									
Gross Profit									
Expenses									
B Professional Services									
Contractor Executive Officer									
03/31/2026	Bill	26-235-03	Planwest Partners, Inc.				Accounts Payable	12,694.76	12,694.76
04/30/2026	Bill	26-235-04	Planwest Partners, Inc.				Accounts Payable	10,708.11	23,402.87
Total for Contractor Executive Officer								\$23,402.87	
Legal Services and Council									
Miscellaneous Legal Service									
04/10/2026	Bill	10543	Underwood Law Offices, PC				Accounts Payable	3,720.00	3,720.00
Total for Miscellaneous Legal Service								\$3,720.00	
Total for Legal Services and Council with sub-accounts								\$3,720.00	
Planning and GIS									
04/30/2026	Bill	26-235-04	Planwest Partners, Inc.				Accounts Payable	312.50	312.50
Total for Planning and GIS								\$312.50	
Total for B Professional Services with sub-accounts								\$27,435.37	
C Office & Supplies									
Postage & Shipping									
04/20/2026	Bill		USPS			PO Box Renewal for Box #8693	Accounts Payable	83.00	83.00
Total for Postage & Shipping								\$83.00	
Printing									
03/27/2026	Bill	165668	NorCal Presort & Printing			Packet Printing - April 2026	Accounts Payable	43.08	43.08
04/01/2026	Bill	165805	NorCal Presort & Printing			Agenda packets for 04-02-26 meeting	Accounts Payable	27.06	70.14
Total for Printing								\$70.14	
Storage Rent									
03/27/2026	Expense	1538	Crown Storage			April 2026 Storage Unit Rent	Tri Counties Bank Checking	110.00	110.00
Total for Storage Rent								\$110.00	
Total for C Office & Supplies with sub-accounts								\$263.14	

Shasta Local Agency Formation Commission

Profit and Loss Detail

March 1-April 30, 2026

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	LOCATION	CLASS FULL NAME	DESCRIPTION	ITEM SPLIT ACCOUNT	AMOUNT	BALANCE
D Memberships and Fees									
Bank & Transfer Fees									
03/13/2026	Expense	1300000000	US Bank			Monthly Service Fee	US Bank - Operational	28.00	28.00
Total for Bank & Transfer Fees								\$28.00	
Publication/Legal Notice-Reg									
03/06/2026	Expense		Record Searchlight			Public Hearing Notice for April 2, 2026 Regular Commission Meeting	Tri Counties Bank Checking	172.70	172.70
03/09/2026	Bill	0007257252	Record Searchlight			Acct balance payment	Accounts Payable	114.20	286.90
03/13/2026	Bill	20240666	Intermountain News			Apr 2026 Meeting Legal Notice	Accounts Payable	220.00	506.90
Total for Publication/Legal Notice-Reg								\$506.90	
Total for D Memberships and Fees with sub-accounts								\$534.90	
Total for Expenses with sub-accounts								\$28,233.41	
Net Ordinary Income								-	
								\$28,233.41	
Other Income/Expense									
Other Income									
Other Expense									
Application Processing Costs									
Application Processing EO									
03/31/2026	Bill	26-235-03	Planwest Partners, Inc.				Accounts Payable	3,117.50	3,117.50
04/30/2026	Bill	26-235-04	Planwest Partners, Inc.				Accounts Payable	80.00	3,197.50
Total for Application Processing EO								\$3,197.50	
Application Processing Public Hearing Notice									
03/17/2026	Bill	165522	NorCal Presort & Printing			Landowner and registered voter mailer for Williams Road Annexation	Accounts Payable	68.99	68.99
Total for Application Processing Public Hearing Notice								\$68.99	
Total for Application Processing Costs with sub-accounts								\$3,266.49	
Total for Other Expense with sub-accounts								\$3,266.49	
Net Other Income								-\$3,266.49	
Net Income								-	
								\$31,499.90	

Corkey Harmon
County Member

Mike Gallagher
City Member

Chris Kelstrom
County Member

Mike Littau
City Member

Allen Long
County Member Alternate

Pam Morgan
City Member Alternate



Fred Ryness
Special District Member

Larry Russell
Public Member

Ronnean Lund
Special District Member

Vacant
Public Member Alternate

Rosemary Smith
Special District Alternate

AGENDA ITEM 9.A.

Date: June 4, 2026

From: Krystle Brogna, Executive Officer

Subject: **Final FY 2026-27 Budget**

The Commission will consider adopting the final 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 the agency to fulfill its prescribed regulatory and planning duties.

DISCUSSION

At a public hearing on Thursday, April 2, 2026, the proposed FY 2026-27 budget was approved by the Commission. The budget proposes no increase in member contributions since there will be additional funding available due to the final payment for the Commission's CALPERS being less than prior year payments. The proposed FY 2026-27 budget was provided to all member agencies by mail and email. To date, no comments on the proposed budget have been received. At this time, the Commission will conduct a public hearing to adopt the final budget for FY 2026-27.

Minor changes have been made to the proposed budget to better reflect expected expenditures for the upcoming fiscal year. These include:

- Decrease Storage Space by \$300
- Increase Office Supplies by \$100
- Increase CALAFCO Membership by \$200

This is anticipated to result in a \$5,000 surplus which will be utilized for the Commission's reserve fund.

RECOMMENDATION

Staff recommends the Commission review the final budget for FY 2026-27 and consider adoption.

Recommended Action: *"I move to adopt Resolution 2026-03 approving the final FY 2026-27 budget and direct the Executive Officer to submit the final budget to the County Auditor's Office."*

Attachments:

Attachment A: Final FY 2026-27 Budget

Attachment B: Draft Resolution 2026-03

FY 2026-2027 Shasta LAFCO Budget

BUDGET CATEGORIES	FY 2024/25 Adopted	FY 2024/25 Amended	FY 2024/25 Actuals	FY 2025/26 Adopted	Proposed Amendment	FY 2025/26 10mo Actuals	Proposed FY 2026/27	Final FY 2026/27	% difference
REVENUES									
CD Interest	\$0	\$0	\$381	\$0	\$0	\$0	\$0	\$0	
Savings Interest	\$0	\$0	\$3	\$0	\$0	\$0	\$0	\$0	
Funding Agencies' Apportionments									
<i>Cities</i>	\$70,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	\$71,900	\$71,900	0.0%
<i>Shasta County</i>	\$70,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	\$71,900	\$71,900	0.0%
<i>Special Districts</i>	\$70,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	\$71,900	\$71,900	0.0%
Total Apportionments	\$211,500	\$211,500	\$211,500	\$215,700	\$215,700	\$215,700	\$215,700	\$215,700	0.0%
TOTAL REVENUES	\$211,500	\$211,500	\$211,884	\$215,700	\$215,700	\$215,700	\$215,700	\$215,700	0.0%
Increase from prior FY	1.44%	~	~	1.99%			0.00%	0.00%	
EXPENSES									
Payroll, Benefits & Retirement Payout									
Employer Expenses									
<i>Clerk/Administrator</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<i>CalPERS Annual Payout¹</i>	\$50,500	\$50,500	\$50,498	\$50,500	\$50,500	\$50,498	\$34,700	\$34,700	0.0%
<i>Employer Taxes</i>	\$0	\$0	-\$84	\$0	\$0	\$0	\$0	\$0	
Total Employer Expense	\$50,500	\$50,500	\$50,414	\$50,500	\$50,500	\$50,498	\$34,700	\$34,700	0.0%
Total Payroll, Benefits & Retirement	\$50,500	\$50,500	\$50,414	\$50,500	\$50,500	\$50,498	\$34,700	\$34,700	0.0%
Professional Services									
Executive Officer & Staffing Services									
<i>Executive Officer and Clerk</i>	\$84,000	\$84,700	\$84,675	\$86,000	\$111,500	\$91,439	\$90,000	\$90,000	0.0%
<i>MSR/SOI Preparation</i>	\$25,000	\$25,725	\$25,703	\$28,000	\$28,000	\$26,941	\$35,000	\$35,000	0.0%
<i>GIS Services</i>	\$5,000	\$5,000	\$4,990	\$5,000	\$5,000	\$3,938	\$5,000	\$5,000	0.0%
Total EO and Staffing Services	\$114,000	\$115,425	\$115,368	\$119,000	\$144,500	\$122,318	\$130,000	\$130,000	0.0%
Legal Counsel Services	\$12,500	\$12,500	\$3,686	\$12,500	\$12,500	\$7,364	\$14,000	\$14,000	0.0%
Website Hosting and Maintenance	\$2,000	\$2,000	\$777	\$2,000	\$2,000	\$755	\$2,000	\$2,000	0.0%
Information/Technology (IT) Services	\$2,000	\$1,275	\$436	\$2,000	\$2,000	\$73	\$0	\$0	0.0%
Fiscal Audit Services (Biannual)	\$8,500	\$8,500	\$0	\$8,500	\$3,000	\$1,790	\$8,500	\$8,500	0.0%
Total Professional Services	\$139,000	\$139,700	\$120,266	\$144,000	\$164,000	\$132,300	\$154,500	\$154,500	0.0%
Office & Supplies									
Rent	\$7,200	\$7,200	\$7,200	\$600	\$600	\$0	\$0	\$0	0.0%
PO Box Rental	\$140	\$140	\$80	\$150	\$170	\$166	\$170	\$170	0.0%
Communications (Phone/Internet)	\$1,620	\$1,620	\$1,424	\$150	\$150	\$0	\$0	\$0	0.0%
Tools/ Equipment/ Software	\$1,230	\$1,230	\$0	\$1,300	\$1,300	\$970	\$1,250	\$1,250	0.0%
Storage Space	\$0	\$0	\$0	\$1,800	\$900	\$605	\$1,800	\$1,500	-16.7%
Office Supplies Expense	\$600	\$600	\$277	\$100	\$100	\$0	\$80	\$180	125.0%
Postage, Shipping & Printing	\$610	\$610	\$46	\$700	\$700	\$70	\$300	\$300	0.0%
Total Office Services & Supplies	\$11,400	\$11,400	\$9,027	\$4,800	\$3,920	\$1,811	\$3,600	\$3,400	-5.6%
Memberships and Fees									
Bank & Transfer Fees	\$300	\$400	\$368	\$500	\$500	\$296	\$250	\$250	0.0%
Conferences/ Sponsorships	\$0	\$0	\$0	\$5,000	\$5,000	\$4,523	\$7,000	\$7,000	0.0%
CALAFCO Membership	\$4,000	\$4,050	\$4,043	\$4,200	\$4,200	\$4,176	\$4,200	\$4,400	4.8%
CSDA Membership	\$1,300	\$1,375	\$1,351	\$1,500	\$1,500	\$1,398	\$1,500	\$1,500	0.0%
SDRMA Liability Insurance	\$3,800	\$3,475	\$7,094	\$4,000	\$4,000	-\$130	\$4,000	\$4,000	0.0%
Legal Notices	\$1,200	\$600	\$282	\$1,200	\$1,200	\$600	\$950	\$950	0.0%
Total Memberships & Fees	\$10,600	\$9,900	\$13,137	\$16,400	\$16,400	\$10,863	\$17,900	\$18,100	1.1%
TOTAL EXPENSES	\$211,500	\$211,500	\$192,845	\$215,700	\$234,820	\$195,472	\$210,700	\$210,700	0.0%
Contingency Fund									
Contingency Deposit	\$0	\$0	\$19,040	\$0	\$0	\$0	\$5,000	\$5,000	0.0%
Contingency Withdrawal	\$0	\$0	\$0	\$0	\$19,120	\$0	\$0	\$0	
Total Gain/(Loss)	\$0	\$0	\$0	\$0	\$0	\$20,228	\$0	\$0	
Cash at End of Period (June 30th)			\$99,925	\$99,925	\$80,805		\$85,805	\$85,805	

1 - Annual payment for prior executive officer retirement plan. As of FY2026-27 there is one more annual payment.

APPLICATION COSTS	FY2021-22 Actuals	FY2022-23 Actuals	FY2023-24 Actuals	FY2024-25 Actuals	FY2025-26 10-mo Actuals
REVENUES					
Application Fees	22,563.38	\$54,986.97	\$3,280.00	\$3,226.00	\$1,800.00
Other	0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$22,563.38	\$54,986.97	\$3,280.00	\$3,226.00	\$1,800.00
EXPENSES					
Staff Time	\$16,317.32	\$26,220.00	\$22,197.50	\$2,900.00	\$7,368.75
Legal Services	\$1,320.00	\$3,077.00	\$0.00	\$0.00	\$0.00
CDFW Fees	\$1,150.00	\$81.00	\$0.00	\$0.00	\$0.00
BOE Filing Fees	\$0.00	\$0.00	\$0.00	\$4,885.00	\$300.00
Public Hearing Notice	\$479.75	\$341.00	\$0.00	\$0.00	\$68.99
Other	\$874.68	\$92.00	\$0.00	\$35.00	\$68.00
TOTAL EXPENSES	\$20,141.75	\$29,811.00	\$22,197.50	\$7,820.00	\$7,805.74
Total Gain/ (Loss)	\$2,421.63	\$25,175.97	(\$18,917.50)	(\$4,594.00)	(\$6,005.74)

SHASTA LOCAL AGENCY FORMATION COMMISSION

RESOLUTION 2026-03
RESOLUTION OF THE SHASTA LOCAL AGENCY FORMATION COMMISSION
ADOPTING A FINAL BUDGET FOR FISCAL YEAR 2026/2027

WHEREAS, the Shasta Local Agency Formation Commission is required by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 to adopt a final budget for the next fiscal year no later than June 15; and

WHEREAS, the Commission adopted a Proposed Budget at a noticed public hearing on April 2, 2026, with no increase in member contributions; and

WHEREAS, no comments were received during the Public Hearing; and

WHEREAS, at the direction of the Commission, the Executive Officer circulated the Proposed Budget to each of the contributing member agencies for review and comment; and

WHEREAS, no further comments on the Proposed Budget were received by local funding agencies; and

WHEREAS, the Final Budget for Fiscal Year 2026/2027 was presented to the Commission in the manner provided by law at a noticed public hearing on June 4, 2026; and

WHEREAS, the Commission determined that the Final Budget forecasts staffing and program costs of the agency as accurately and appropriately as is possible; and

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

1. The Final Budget for Fiscal Year 2026/2027 as outlined in Exhibit A is approved.
2. The overall operating costs provided in the Final Budget will allow the Commission to fulfill its regulatory and planning responsibilities as required under Government Code Section 56381(a).
3. The adopted Final Budget for Fiscal Year 2026/27 as outlined in Exhibit A will be circulated to local funding agencies and the County Auditor as required under Government Code Section 56381(a).
4. The Shasta County Auditor-Controller is authorized to apportion the budget as specified in Government Code Section 56381(b) and request payment from the County and each City and each contributing Special District no later than July 1, 2026 as specified in Government Code 56381(c).
5. If the County, a City, or Special District does not remit its required payment within 60 days, the County Auditor is requested to collect an equivalent amount from property tax, fee or eligible revenue owed the County, City, or Special District as described in Government Code Section 56381(c).

THE FOREGOING RESOLUTION was introduced at a regular meeting of Shasta LAFCO on the 4th day of June 2026, and adopted by the following vote:

AYES:

NOES:

ABSTAINS:

ABSENT:

Dated: _____

Commission Chair
Shasta Local Agency Formation Commission

Attest:

Dated: _____

Krystle Brogna, Executive Officer
Shasta Local Agency Formation Commission

Corkey Harmon
County Member

Mike Gallagher
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

Vacant
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)

Proposed FY 2025-2026 Shasta LAFCO Budget Amendment

BUDGET CATEGORIES	FY 2023/24 Adtoped	FY 2023/24 Amended	FY 2023/24 Actuals	FY 2024/25 Adopted	FY 2024/25 Actuals	Final FY 2025/26	FY 2025/26 10mo Actuals	Proposed Amendment	% difference
REVENUES									
CD Interest	\$0	\$0	\$0	\$0	\$381	\$0	\$0	\$0	
Savings Interest			\$7	\$0	\$3	\$0	\$0	\$0	
Funding Agencies' Apportionments									
<i>Cities</i>	\$69,500	\$69,500	\$69,500	\$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	\$71,900	\$71,900	\$71,900	0.0%
<i>Special Districts</i>	\$69,500	\$69,500	\$69,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	0.0%
Total Apportionments	\$208,500	\$208,500	\$208,500	\$211,500	\$211,500	\$215,700	\$215,700	\$215,700	0.0%
TOTAL REVENUES	\$208,500	\$208,500	\$208,500	\$211,500	\$211,884	\$215,700	\$215,700	\$215,700	0.0%
<i>Increase from prior FY</i>	2%	~	~	1.44%	~	1.99%			
EXPENSES									
Payroll, Benefits & Retirement Payout									
Employer Expenses									
<i>Clerk/Administrator</i>	\$35,000	\$1,000	\$1,550	\$0	\$0	\$0	\$0	\$0	
<i>CalPERS Annual Payout¹</i>	\$50,498	\$50,498	\$50,498	\$50,500	\$50,498	\$50,500	\$50,498	\$50,500	0.0%
<i>Employer Taxes</i>	\$6,300	\$300	\$84	\$0	-\$84	\$0	\$0	\$0	
Total Employer Expense	\$91,798	\$51,798	\$52,132	\$50,500	\$50,414	\$50,500	\$50,498	\$50,500	0.0%
Total Payroll, Benefits & Retirement	\$91,798	\$51,798	\$52,132	\$50,500	\$50,414	\$50,500	\$50,498	\$50,500	0.0%
Professional Services									
Executive Officer & Staffing Services									
<i>Executive Officer and Clerk</i>	\$57,500	\$84,000	\$87,742	\$84,000	\$84,675	\$86,000	\$91,439	\$111,500	29.7%
<i>MSR/SOI Preparation</i>	\$20,260	\$19,000	\$21,815	\$25,000	\$25,703	\$28,000	\$26,941	\$28,000	0.0%
<i>GIS Services</i>	\$4,500	\$4,500	\$2,475	\$5,000	\$4,990	\$5,000	\$3,938	\$5,000	0.0%
Total EO and Staffing Services	\$82,260	\$107,500	\$112,032	\$114,000	\$115,368	\$119,000	\$122,318	\$144,500	21.4%
Legal Counsel Services	\$12,500	\$12,500	\$11,161	\$12,500	\$3,686	\$12,500	\$7,364	\$12,500	0.0%
Website Hosting and Maintenance	\$120	\$2,000		\$2,000	\$777	\$2,000	\$755	\$2,000	0.0%
Information/Technology (IT) Services	\$750	\$3,000	\$1,124	\$2,000	\$436	\$2,000	\$73	\$2,000	0.0%
Fiscal Audit Services (Biannual)	\$0	\$8,500	\$525	\$8,500	\$0	\$8,500	\$1,790	\$3,000	-64.7%
Total Professional Services	\$95,630	\$133,500	\$124,843	\$139,000	\$120,266	\$144,000	\$132,300	\$164,000	13.9%
Office & Supplies									
Rent	\$7,200	\$7,200	\$7,800	\$7,200	\$7,200	\$600	\$0	\$600	0.0%
PO Box Rental				\$140	\$80	\$150	\$166	\$170	13.3%
Communications (Phone/Internet)	\$1,620	\$2,500	\$1,537	\$1,620	\$1,424	\$150	\$0	\$150	0.0%
Tools/ Equipment/ Software	\$1,012	\$1,500	\$1,209	\$1,230	\$0	\$1,300	\$970	\$1,300	0.0%
Storage Space	\$0	\$0		\$0	\$0	\$1,800	\$605	\$900	-50.0%
Office Supplies Expense	\$1,300	\$1,000	\$102	\$600	\$277	\$100	\$0	\$100	0.0%
Postage, Shipping & Printing	\$600	\$600		\$610	\$46	\$700	\$70	\$700	0.0%
Total Office Services & Supplies	\$11,732	\$12,800	\$10,648	\$11,400	\$9,027	\$4,800	\$1,811	\$3,920	-18.3%
Memberships and Fees									
Bank & Transfer Fees	\$300	\$300	\$277	\$300	\$368	\$500	\$296	\$500	0.0%
Conferences/ Sponsorships	\$0	\$0	\$0	\$0	\$0	\$5,000	\$4,523	\$5,000	0.0%
CALAFCO Membership	\$4,000	\$4,000	\$7,993	\$4,000	\$4,043	\$4,200	\$4,176	\$4,200	0.0%
CSDA Membership	\$0	\$1,250		\$1,300	\$1,351	\$1,500	\$1,398	\$1,500	0.0%
SDRMA Liability Insurance	\$3,900	\$3,712	\$9,316	\$3,800	\$7,094	\$4,000	-\$130	\$4,000	0.0%
Legal Notices	\$1,140	\$1,140	\$139	\$1,200	\$282	\$1,200	\$600	\$1,200	0.0%
Total Memberships & Fees	\$9,340	\$10,402	\$17,725	\$10,600	\$13,137	\$16,400	\$10,863	\$16,400	0.0%
TOTAL EXPENSES	\$208,500	\$208,500	\$205,348	\$211,500	\$192,845	\$215,700	\$195,472	\$234,820	8.9%
Total Gain/(Loss)	\$0	\$0	\$3,152	\$0	\$19,040	\$0	\$20,228	-\$19,120	
Contingency Fund									
Contingency Deposit	\$0	\$0	\$3,152	\$0	\$0	\$0	\$0	\$0	
Contingency Withdrawal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,120	
Contingency Balance			\$72,794		\$99,925	\$99,925		\$80,805	

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 10-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	\$7,368.75
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	\$68.99
Other	\$92.00	\$0.00	\$35.00	\$68.00
TOTAL EXPENSES	\$29,811.00	\$22,197.50	\$7,820.00	\$7,805.74
Total Gain/ (Loss)	\$25,175.97	(\$18,917.50)	(\$4,594.00)	(\$6,005.74)

SHASTA LOCAL AGENCY FORMATION COMMISSION

RESOLUTION 2026-04

**RESOLUTION OF THE SHASTA LOCAL AGENCY FORMATION COMMISSION
APPROVING A BUDGET AMENDMENT FOR FY2025-26**

WHEREAS, the Shasta Local Agency Formation Commission (LAFCO) is required by the Cortese- Knox-Hertzberg Local Government Reorganization Act of 2000 to adopt a proposed budget for the next fiscal year no later than May 1 and a final budget by June 15; and

WHEREAS, the Fiscal Year 2025-26 Budget was approved on June 5, 2025, by Resolution 2025-03; and

WHEREAS, the Commission considered a proposed FY2025-26 budget amendment to support higher-than-expected costs for Executive Officer and Staffing Services and P.O. Box Rental; and

WHEREAS, there remains budget in various accounts to support a portion of the proposed transfer of funds due to lower-than-expected costs associated with Fiscal Audit Services and Storage Space; and

WHEREAS, the Commission reserves will need to be utilized, totaling no more than \$19,120, to support the remainder of the proposed transfer of funds; and

WHEREAS, the Commission determined that the proposed budget amendments were portrayed as accurately and appropriately as is possible; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a Regular Commission meeting held on June 4, 2026;

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

1. A budget amendment for Fiscal Year 2025-26, as outlined in Exhibit A, is hereby approved.

THE FOREGOING RESOLUTION was introduced at a regular meeting of the Shasta Local Agency Formation Commission on the 4th day of June 2026, and adopted by the following vote:

AYES:
NOES:
ABSTAINS:
ABSENT:

Dated: _____

Commission Chair
Shasta Local Agency Formation Commission

Attest:

Dated: _____

Krystle Brogna, Executive Officer
Shasta Local Agency Formation Commission



DATE:	03/31/2026
INVOICE #:	26-235-03
TOTAL DUE:	\$ 15,812.26

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	MARCH 2026
-----------------	--	-------------------

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

No actions this period.

Staffing Services

Reviewed banking accounts, made deposits, and updated QuickBooks as needed. Reviewed current financials and prepared draft budget for FY2026/27. Prepared and submitted legal notice for upcoming Regular Commission meeting. Prepared for and conducted March 13 Executive Committee meeting. Coordinated with legal counsel and staff on a response to Public Records Act request. Gathered and reviewed requested documents as part of the Public Records Act request. Developed staff reports for the upcoming April 2 Regular Commission meeting. Responded to request for information regarding water district consolidation. Coordinated with a new printing company on distribution of Commission meeting packet materials. Coordinated with legal counsel on procedure for closed session at the Regular Commission meeting. Coordinated with Tri Counties bank on new signatories for the Shasta LAFCO checking account.

Applications

Fall River Valley CSD: Reviewed final application materials, maps, and agency comments regarding proposed annexation. Prepared and sent landowner and registered voter notice to applicable recipients. Developed required factors for application review under GC §56668. Utilized required factors to develop staff report for the April 2 Regular Commission meeting. Coordinated with applicants on next steps for application processing and attendance at the April Commission meeting.

<i>MSR/SOI Update Amount Due:</i>	\$ 0.00
<i>Staffing Services Amount Due:</i>	\$ 12,694.76
<i>GIS Services Amount Due:</i>	\$ 0.00
<i>Applications:</i>	\$ 3,117.50

TOTAL AMOUNT DUE THIS INVOICE: \$ 15,812.26

(see attached spreadsheets for detailed cost breakdown)

Staffing Services Contract:	\$ 119,000.00
Total Billed to Date	
<i>(less application fees):</i>	\$ 113,117.35
<hr/> Amount Remaining:	<hr/> \$ 5,882.65

Shasta LAFCO Staffing Services - March 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 March 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								\$0.00	\$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										\$0.00	\$4,722.50	
CSA #4 - Dissolution MSR/SOI Update										\$0.00	\$562.50	
Staffing Services		\$86,000.00								\$12,694.76	\$82,551.10	\$3,448.90
General Staffing Services				20.00			17.50		\$121.89	\$5,509.39	\$45,063.88	
Accounting				4.00						\$640.00	\$7,453.30	
Policies and Procedures Update										\$0.00	\$0.00	
Staff Coordination										\$0.00	\$0.00	
Noticing, Staff Reports, and Budgeting				12.00			10.50			\$3,232.50	\$9,056.25	
Public / Agency Information Requests				6.00						\$960.00	\$4,800.00	
Budget Preparation				4.00						\$640.00	\$800.00	
Conferences										\$0.00	\$1,820.04	
Commission Meetings									\$12.87	\$12.87	\$6,242.63	
Executive Committee Meetings				7.50			4.00			\$1,700.00	\$7,315.00	
GIS Services		\$5,000.00								\$0.00	\$3,625.00	\$1,375.00
Public/ Agency Information Requests										\$0.00	\$3,625.00	
Application Processing / Pre-App Review Expenses		Deposit								\$3,117.50	\$7,288.75	
CSA #8 Annexation - Axner										\$0.00	\$0.00	
FRV CSD Annexation Williams Rd				5.00	6.50		6.00	5.00		\$3,117.50	\$7,288.75	
FRV FPD Reorganization										\$0.00	\$0.00	
Staff Hours			0.00	58.50	6.50	0.00	38.00	5.00				
Total		\$119,000.00	\$0.00	\$9,360.00	\$942.50	\$0.00	\$4,750.00	\$625.00	\$134.76	\$15,812.26	\$113,117.35	\$5,882.65

Expenses		
Mileage (240 mi@0.725/mi)		
Hotel & Meals		
CALAFCO Conference		
Printing & Postage (see separate sheet for detail)		\$12.87
Storage Unit (Crown Storage) Rent		\$121.89
Total		\$134.76



Office Supplies

BILL TO: Shasta LAFCO

PROJECT: Shasta LAFCO Staffing Services

INVOICE # 26-235-03

DATE: 3/31/2026

Account	Title	Qty	Type	Description	Cost/ Unit	Total
	Printing (McDonald's Budget Printing)	1	8.5" x 11" B&W	Printing of one agenda packet	\$12.87	\$12.87
SUBTOTAL						\$12.87

TOTAL \$12.87

DATE:	04/30/2026
INVOICE #:	26-235-04
TOTAL DUE:	\$ 11,100.61

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 APRIL 2026

Staffing Services

Reviewed banking accounts, paid bills, made deposits, and updated QuickBooks as needed. Coordinated closure of US Bank account and updates to Tri Counties checking account. Prepared for and conducted April 2nd Regular Commission meeting. Coordinated with staff and legal counsel on follow-up action items from meeting. Coordinated with legal counsel on responses to letters received from Burney FPD legal counsel regarding potential Brown Act violations. Gathered additional information to respond to Public Records Act request and organized documents based on request letter. Held meeting with legal counsel regarding continued staffing services for Shasta LAFCO. Coordinated with Commissioners on personal communications to be included in the PRA request. Prepared and sent out notice of proposed budget to member agencies. Updated website as needed. Responded to calls regarding fire services provided in the Fall River Valley.

GIS Services

Coordinated with Shasta County staff on potential discrepancies with ACID boundary. Reviewed City of Redding boundary.

Applications

Fall River Valley CSD: Reviewed final application materials, maps, and agency comments regarding proposed annexation. Prepared and sent landowner and registered voter notice to applicable recipients. Developed required factors for application review under GC §56668. Utilized required factors to develop staff report for the April 2 Regular Commission meeting. Coordinated with applicants on next steps for application processing and attendance at the April Commission meeting.

Staffing Services Amount Due: \$ 10,708.11
GIS Services Amount Due: \$ 312.50
Applications: \$ 80.00

TOTAL AMOUNT DUE THIS INVOICE: \$ 11,100.61

(see attached spreadsheets for detailed cost breakdown)

Staffing Services Contract:	\$ 119,000.00
Total Billed to Date	
<i>(less application fees):</i>	\$ 124,137.96
Amount Remaining:	\$ -5,137.96

Shasta LAFCO Staffing Services - April 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 April 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								\$0.00	\$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										\$0.00	\$4,722.50	
CSA #4 - Dissolution MSR/SOI Update										\$0.00	\$562.50	
Staffing Services		\$86,000.00								\$10,708.11	\$93,259.21	-\$7,259.21
General Staffing Services				28.25			5.50		\$110.00	\$5,317.50	\$50,381.38	
Accounting				2.00						\$320.00	\$7,773.30	
Policies and Procedures Update										\$0.00	\$0.00	
Staff Coordination										\$0.00	\$0.00	
Noticing, Staff Reports, and Budgeting										\$0.00	\$9,056.25	
Public / Agency Information Requests				22.50						\$3,600.00	\$8,400.00	
Budget Preparation				1.00			1.00		\$37.53	\$322.53	\$1,122.53	
Conferences										\$0.00	\$1,820.04	
Commission Meetings				5.00					\$348.08	\$1,148.08	\$7,390.71	
Executive Committee Meetings										\$0.00	\$7,315.00	
GIS Services		\$5,000.00								\$312.50	\$3,937.50	\$1,062.50
Public/ Agency Information Requests								2.50		\$312.50	\$3,937.50	
Application Processing / Pre-App Review Expenses		Deposit								\$80.00	\$7,368.75	
CSA #8 Annexation - Axner										\$0.00	\$0.00	
FRV CSD Annexation Williams Rd				0.50						\$80.00	\$7,368.75	
FRV FPD Reorganization										\$0.00	\$0.00	
Staff Hours			0.00	59.25	0.00	0.00	6.50	2.50				
Total		\$119,000.00	\$0.00	\$9,480.00	\$0.00	\$0.00	\$812.50	\$312.50	\$495.61	\$11,100.61	\$124,137.96	-\$5,137.96

Expenses	
Mileage (240 mi@0.725/mi)	\$174.00
Hotel & Meals	\$174.08
CALAFCO Conference	
Printing & Postage (see separate sheet for detail)	\$37.53
Storage Unit (Crown Storage) Rent	\$110.00
Total	\$495.61



Office Supplies

BILL TO: Shasta LAFCO

PROJECT: Shasta LAFCO Staffing Services

INVOICE # 26-235-04

DATE: 4/30/2026

Account	Title	Qty	Type	Description	Cost/ Unit	Total
	Printing	74	8½ x 11 (B&W)	Proposed Budget mailing to member agencies - 04/28	\$0.10	\$7.40
	Office Supplies	37	Standard envelope	Proposed Budget mailing to member agencies - 04/28	\$0.05	\$1.85
	Office Supplies	3	Label sheet	Proposed Budget mailing to member agencies - 04/28	\$0.30	\$0.90
	Postage	37	Standard postage (metered)	Proposed Budget mailing to member agencies - 04/28	\$0.74	\$27.38
SUBTOTAL						\$37.53

TOTAL \$37.53

Corkey Harmon
County Member

Mike Gallagher
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

Vacant
Public Member Alternate

Rosemary Smith
Special District Alternate

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.

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

**AGREEMENT BETWEEN
THE SHASTA LOCAL AGENCY FORMATION
COMMISSION AND
PLANWEST PARTNERS INC.
FOR PROFESSIONAL SERVICES**

THIS AGREEMENT for Professional Services ("Agreement") is made by and between Planwest Partners Inc., a planning consulting firm, hereinafter referred to as "Consultant," and the Shasta Local Agency Formation Commission, hereinafter referred to as "Shasta LAFCO." This Agreement is effective as of July 1, 2026, and extends to December 31, 2026, and supersedes all prior agreements and amendments.

1. Scope of Services. Consultant shall perform professional services for Shasta LAFCO in accordance with Exhibit A "Scope of Services," which is attached hereto and incorporated herein by reference.

2. Term.

a) Term. The term of this agreement shall commence on July 1, 2026, with signing of this Agreement by both parties and receipt by Shasta LAFCO of all insurance certificates.

b) Termination. Unless terminated earlier, this agreement shall terminate on December 31, 2026. Either party may terminate this Agreement upon 30 days written notice, in which event Consultant will be entitled to invoice Shasta LAFCO for and to receive payment for all acceptable services performed or furnished under the Agreement, if applicable, and all reimbursable expenses incurred through the effective termination date. Notwithstanding the foregoing the parties may extend the term of this agreement in writing and on terms that are mutually agreed to.

c) Time for Completion. Consultant shall timely complete all statutory duties as required by applicable statute and other specific tasks in accordance with time frames mutually agreed to by Shasta LAFCO and Consultant.

3. Compensation for Services.

a) Payment. Shasta LAFCO shall pay Consultant on a time and materials basis at the rates specified in Exhibit B, which is attached hereto and incorporated herein by reference.

b) Invoicing. Consultant shall prepare and submit its invoices to Shasta LAFCO no more than once per month and shall provide a time summary of work performed. Shasta LAFCO shall pay undisputed invoices within 30 days of approval by the Executive Committee or the full Commission. If Shasta LAFCO disputes an invoice, it may withhold that portion so contested and shall pay the undisputed amount.

4. Professional Standards. The standard of care for all professional services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances. Consultant is responsible for professional and technical soundness, accuracy, and adequacy of all work and materials furnished under this Agreement.

Independent Contractor Status. Consultant is performing services as an independent contractor for Shasta LAFCO and is neither an employee nor an agent of Shasta LAFCO. Except as otherwise provided in this Agreement, Consultant shall have sole control over the manner and method of performance of the services, and Shasta LAFCO's only interest shall be in the results of such services. Shasta LAFCO's

liability hereunder shall be limited to payment of the compensation provided in this Agreement. Consultant agrees and acknowledges that it is not entitled to any benefits or insurance, including without limitation any medical, unemployment, or disability benefits, on Shasta LAFCO's account. This Section shall also apply to any of Consultant's employees, agents and subcontractors.

5. Document Submission and Title to Documents. Consultant agrees that all data, plans, reports, maps, memoranda, manuals, letters and other written or graphic work produced in the performance of this Agreement is considered work made for hire and shall be the property of Shasta LAFCO upon delivery. Shasta LAFCO may disclose, disseminate, and use in whole or in part, data and information received, collected, and developed under this Agreement.

6. Designation of Representative. Consultant and Shasta LAFCO shall designate specific individuals to act as representatives ("Designated Representative(s)"), who shall transmit instructions, receive information, and implement the Agreement on behalf of each respective party. The Designated Representatives of the respective parties shall initially be those individuals identified in Section 7 of this agreement. Either party may change its Designated Representative or the address of its Designated Representative by giving reasonable notice to the other party.

7. Notice. All notices required or permitted hereunder shall be in writing and shall be deemed to have been properly given and delivered when delivered personally (including by commercial messenger or courier or by facsimile transmission) or four (4) days after deposit in the U. S. mail with all postage or charges fully prepaid and addressed to the authorized representative of the appropriate party.

Shasta LAFCO
_____, Commission Chair
PO Box 8693
South Lake Tahoe, CA 96158

Planwest Partners Inc.
Colette Santsche, AICP, Principal Planner
670 9th Street, Suite 201
Arcata, CA 95521

8. Indemnification. Consultant shall indemnify and hold harmless Shasta LAFCO and its committees, officials, employees and agents (collectively "Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or sub- contractors for which Consultant shall bear legal liability in the performance of professional services under this Agreement.

9. Insurance.

a) Insurance Requirements.

- i. Prior to performing any services hereunder and until the services have been completed in accordance with this Agreement and accepted by Shasta LAFCO, the Consultant shall maintain insurance in full compliance with all of the provisions of this Section 10. In the event the Consultant subcontracts services, each subcontractor shall be bound by the same terms and conditions concerning insurance as outlined herein and this Section 10 will be made a part of any such subcontract agreement.
- ii. As evidence of specified insurance coverage, Shasta LAFCO may, in lieu of actual policies, accept certificates issued by the insurance carrier showing such policies in force for the specified period and naming Shasta LAFCO as an additional insured thereunder, except that Consultant shall not be obligated to name Shasta LAFCO as an additional insured for its Professional Liability Insurance and Workers Compensation insurance policies.

- iii. Shasta LAFCO reserves the right at any time during the term of the Agreement to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice.

- b) Professional or Errors and Omissions Insurance. Consultant shall purchase and maintain such Professional or Errors and Omissions Insurance ("Professional Liability Insurance") for the services performed and furnished as will provide protection from any claim arising out of any negligent act, error or omission in rendering or failing to render professional services either committed or alleged to have been committed by Consultant or by anyone employed by Consultant to perform or furnish any of the services, or by anyone for whose acts any of them may be liable. Such coverage shall not be subject to a Self-Insured Retention (SIR) greater than \$100,000, and for not less than \$1,000,000 Single Limit, any one claim and annual aggregate.

- c) Workers' Compensation Insurance. Consultant shall purchase and maintain such Workers' Compensation covering all employees and volunteers as required by the State of California, and on a state-approved policy form.

- d) Commercial General Liability. Insurance Services Office (ISO) "Commercial General Liability" policy form CG 00 01 or equivalent. Coverage for additional insured shall not be limited to vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$1,000,000 general aggregate.

- e) Automobile Liability Insurance. ISO Business Auto Coverage for CA 0001 including symbol 1 or equivalent. Limits are subject to review, but in no event to be less than \$1,000,000 per accident. If Consultant or Consultant's employees will use personal autos in the performance of any duties under this Agreement Consultant shall provide evidence of personal auto liability coverage for each such person.

10. Dispute Resolution. The parties agree to negotiate any disputes over the performance of their respective rights and obligations under this Agreement in good faith for a period of at least 30 days after the date of notice invoking the need for dispute resolution or exercising rights under law. Neither party may initiate court action prior to such good faith negotiation and following that prior to good faith third-party mediation.

11. Governing Law, Venue. This Agreement and performance hereunder and all suits and special proceedings shall be interpreted in accordance with California law. Venue shall be fixed in Shasta County.

12. Authority. Each party hereto warrants and represents to the other party that such party has the full right, and power to enter into this Agreement and has obtained all necessary consents and approvals to consummate the transaction contemplated hereby.

13. Negotiated Agreement, Interpretation. This Agreement has been negotiated by the parties hereto. Each of the parties has had full opportunity to have this Agreement reviewed by an attorney acting on such party's behalf. The language of the Agreement shall not be construed for or against either party by reason of the authorship or alleged authorship of any provision hereof or by reason of the status of the respective parties.

14. Entire Agreement/Modifications and Amendments. This Agreement and all attachments constitute the entire agreement between Shasta LAFCO and Consultant as to the subject matter hereof. It supersedes all prior communications, representations, or agreements, oral or written. No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required.

15. Assignment, Subcontract. This agreement has been entered into based on the unique qualifications of the Consultant in light of Shasta LAFCO's needs. Accordingly, Consultant may not assign its rights, interests, duties or obligations under this Agreement without the advance approval of Shasta LAFCO.

16. Survival of Terms. In the event that any provisions of this agreement are determined to be invalid or unenforceable, all other terms of this agreement shall remain valid and in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement effective on the date of the last party signing.

SHASTA LAFCO:

Designated Representative:

Name:

By: Commission Chair

Phone:

E-mail:

Attest

PLANWEST PARTNERS INC.

Designated Representative:

Name: Colette Santsche, AICP

Phone: (707) 825-8260

E-mail: colettes@planwestpartners.com

By: Principal Planner/ Owner

Date: _____

EXHIBIT A
SCOPE OF SERVICES

General Duties

1. Budget preparation and quarterly budget reporting.
2. Accounting services including management of Commission banking accounts and QuickBooks Online.
3. Prepare Commission agendas and attend (including remotely) up to three (3) Commission meetings from July 1, 2026, to December 31, 2026.
4. Respond to inquiries and provide information to member organizations and potential applicants.
5. Process applications (funded by application deposits). The expenses incurred processing applications will be tracked separately and will either be billed directly to the applicant or billed against applicant deposits with Shasta LAFCO. The application expenses are separate from the amount specified in this agreement and will be consistent with Commission adopted application fee policies.
6. Supervise staff as appropriate and confer with Shasta LAFCO General Counsel.
7. Participate in Executive Committee meetings and other meetings as directed by the Commission by phone or in person, or as may be required to properly represent Shasta LAFCO in matters of concern.
8. Geographic Information System (GIS) services – update spatial data and mapping as needed including coordination with State Board of Equalization.
9. Policies and Procedures Update - Review and where appropriate recommend policy and procedures updates for clear direction and consistent action in LAFCO operations and decision-making.
10. Application Requirement and Review Updates - Review and where appropriate recommend application filing requirement and review updates including noticing and electronic filings to reduce paper and noticing costs.
11. Prepare Municipal Service Reviews and Sphere of Influence ("MSR/SOI") Updates in accordance with the adopted workplan.

EXHIBIT B

PAYMENT SCHEDULE

Compensation Rates for Services

Planning Intern: \$100.00 per hour

Administrative Assistant: \$120.00 per hour

Planning Technician / GIS Technician: \$125.00 per hour

Assistant Planner (Clerk) / Services Specialist / GIS Analyst: \$140.00 per hour

Associate Planner / Analyst: \$160.00 per hour

GIS Manager: \$160.00 per hour

Senior Planner (Executive Officer) / Senior Analyst / Project Manager: \$175.00 per hour

Senior Advisor: \$200.00 per hour

Principal Planner: \$225.00 per hour

Direct expenses:

Mileage:	per mile or direct rental car/fuel costs as set by IRS
Room & Board:	actual costs of rooms and meals for meeting attendance
Printing:	direct printing and binding costs
Postage:	current USPS rates
Delivery Service:	Actual delivery costs

Corkey Harmon
County Member

Chris Kelstrom
County Member

Allen Long
County Member Alternate

Mike Gallagher
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

Vacant
Public Member Alternate

AGENDA ITEM 10.c.

Date: June 4, 2026

From: Krystle Brogna, Executive Officer

Subject: **Professional Services Contract for Legal Services**

The professional services contract for general counsel services by Underwood Law Offices P.C., is set to expire on June 30, 2026, and as such is presented for renewal.

BACKGROUND

Jim Underwood from Underwood Law Offices, P.C. has been providing general counsel services to Shasta LAFCO since 2011. The current contract between Shasta LAFCO and Underwood Law is set to expire on June 30, 2026.

DISCUSSION

A proposed two-year contract covering the period of July 1, 2026, through June 30, 2028, for general counsel services from Underwood Law Offices, P.C., has been prepared for review and consideration by the Commission. This contract includes a rate increase from \$200 per hour for general counsel services, to \$210 for general counsel services and \$225 per hour for litigation services.

RECOMMENDATION

Staff recommends the Commission review the attached two-year contract for Underwood Law Offices, P.C. and consider approval.

Recommended action: *"I move to approve the two-year professional services contract for legal services with Underwood Law Offices".*

Attachments

Attachment A: Underwood Law Offices P.C., General Counsel and Litigation Services Contract

LEGAL SERVICES AGREEMENT BETWEEN THE SHASTA LOCAL AGENCY FORMATION COMMISSION AND UNDERWOOD LAW OFFICES

This Agreement is entered into between the Shasta Local Agency Formation Commission (LAFCO) and Underwood Law Offices, P.C. ("FIRM"), a professional corporation, for the purpose of legal services.

1. **PERIOD OF PERFORMANCE**

This Agreement shall begin July 1, 2026, and shall continue until June 30, 2028 or until the completion of the matter(s) and case(s) identified in this Agreement in Attachment A (and any other matter(s) or cases LAFCO, assigns to FIRM as provided in this Agreement), whichever is later, or until this Agreement is terminated pursuant to the provisions of paragraph 6 or paragraph 7.

2. **FIRM'S SERVICES AND RESPONSIBILITIES**

FIRM shall act as general counsel to LAFCO and its officers and employees in matters or cases assigned to FIRM.

FIRM shall make every effort to provide the most cost-effective services possible to LAFCO and shall suggest options and techniques to dispose of cases without unnecessary pleadings or discovery. In this regard, FIRM'S attendance at meetings of the Commission shall be optional, and shall be by telephone when feasible. LAFCO shall, through its Executive Officer, notify FIRM in advance of any meeting when personal attendance of FIRM's representative is needed, or specify when telephone attendance is preferred.

FIRM shall provide LAFCO with the necessary representation by and through services performed by James M. Underwood with support as needed from the FIRM's paralegal staff at no additional charge.

FIRM shall coordinate with LAFCO in performing services under this Agreement and shall report to LAFCO's Commission, or to the Executive Officer of LAFCO ("Executive Officer"), as requested, regarding the matters it is handling.

In the event of litigation to be handled by the FIRM, the following shall apply:

- (a) FIRM shall obtain LAFCO Executive Officer's written approval before retaining any consultant or expert witness.
- (b) FIRM shall assist LAFCO Executive Officer in settlement evaluations and negotiations, and shall obtain LAFCO Executive Officer's authority before making any settlement proposal on LAFCO's behalf or to the Court or to any other party to the case(s).
- (c) FIRM shall immediately notify Executive Officer verbally and in writing when a judgment, verdict or other award is rendered.
- (d) FIRM shall provide LAFCO copies of all substantive pleadings and motions filed with the court or other administrative body, including those submitted by another party. FIRM shall also submit copies of all

court rulings.

FIRM shall compile and maintain all backup documentation to support all entries included in its billings.

3. **REPORTING REQUIREMENTS**

In order to contain costs, many of FIRM's communications with LAFCO will be by way of electronic mail or telephone to LAFCO, which shall be attorney-client privileged and copies of which shall be kept in confidential electronic files by LAFCO and by FIRM. However, certain information must be provided in writing.

FIRM shall provide LAFCO with the following reports for litigation cases, if any:

A. **Case Evaluation, Plan and Budget**

- (i) In the event of litigation FIRM shall prepare and submit to LAFCO a Case Evaluation, Plan and, which shall be a confidential independent evaluation of the case that will serve as the basis for developing LAFCO's legal position and strategy, and for controlling litigation costs.
- (ii) The *Case Evaluation, Plan and Budget* shall be submitted to LAFCO as soon as possible after FIRM's initial analysis of the case, but no later than 60 days after FIRM first appears in the case.

B. **Case Status Reports**

- (i) The FIRM shall prepare and present written to LAFCO a *Case Status Report* for each item of pending litigation, which shall be a summary of the significant actions and developments in the case since the last report or since the submission of the *Case Evaluation, Plan and Budget*, as applicable.
- (ii) FIRM shall ordinarily provide *Case Status Reports* no less than every six months. Between regularly scheduled reports, FIRM shall advise LAFCO of important case developments or reassessment of LAFCO's exposure and, if requested, prepare an updated *Case Status Report*.

4. **COMPENSATION**

A. **Fees**

FIRM shall be paid at the hourly rate of \$210.00 for the hours actually expended for general counsel services and \$225.00 hourly for litigation services.

B. **Expenses**

LAFCO shall reimburse FIRM for its actual out-of-pocket expenses but without

any additional costs for having advanced the funds. Such expenses include but are not limited to the cost of transcripts, service fees, expedited postage or delivery charges, electronic legal research fees, etc.

Non-reimbursable expenses shall include, but not be limited to:

- (i) Staff time or overtime for performing secretarial, clerical, or word processing functions.
- (ii) Charges for travel time.

5. **BILLINGS AND PAYMENTS**

A. **Billings**

- 1. FIRM shall submit its itemized billing statement monthly to LAFCO.
- 2. Except as LAFCO may later determine, billing statements shall be delivered via e-mail to the Executive Officer or by U.S. Mail to:

Executive Officer
Shasta LAFCO
P.O. Box 8693
South Lake Tahoe, California

- 3. Each billing statement shall be itemized in a time reporting format acceptable to LAFCO and shall include original or genuine copies of invoices for reimbursement of expenses.
- 4. FIRM shall have and maintain all backup documentation to support all entries included in the monthly billing statement. Such documentation shall be in a form subject to audit and in accordance with generally accepted accounting principles. FIRM shall make such documentation available to auditors upon request and in accordance with paragraph 12E.

B. **Payments**

- 1. LAFCO's staff shall timely review all billing statements.
- 2. LAFCO shall make its best effort to process payments promptly after receiving FIRM's monthly billing statement, and shall be due within 30 days of receipt. LAFCO shall not pay interest or finance charges on any outstanding balance(s).

6. **TERMINATION**

This Agreement may be terminated in whole or in part at any time that LAFCO, in its sole discretion, deems termination to be in its best interest. LAFCO shall terminate services by delivering to FIRM a written Termination Notice specifying the extent to

which services are terminated and the effective termination date. FIRM may terminate on sixty (60) days' written notice. During the sixty (60) day notice period, FIRM shall, at LAFCO's request, transfer pending files or complete specified services, which may include a final report.

7. **TERMINATION DUE TO CONFLICT OF INTEREST**

If either FIRM or LAFCO determines a matter of professional conflict has arisen which should not or could not be postponed until the conclusion of pending litigation, FIRM or LAFCO may give written notice of immediate termination of this Agreement subject to FIRM's duty to provide adequate representation until the appropriate substitutions can be made.

8. **CLOSING REPORT UPON TERMINATION**

Upon LAFCO's request, FIRM shall deliver a *Closing Report* to LAFCO in the format required by LAFCO, after termination of this Agreement.

9. **ENTIRE AGREEMENT; AMENDMENTS; HEADINGS.**

- A. This Agreement supersedes all previous agreements relating to the subject of this Agreement and constitutes the entire understanding of the parties hereto. FIRM shall be entitled to no other benefits other than those specified herein. FIRM specifically acknowledges that in entering into and executing this Agreement, FIRM relies solely upon the provisions contained in this Agreement and no others.
- B. No changes, amendments or alterations to this Agreement shall be effective unless in writing and signed by both parties. However, minor amendments that do not result in a substantial or functional change to the original intent of this Agreement and do not cause an increase to the maximum amount payable under this Agreement may be agreed to in writing between FIRM and the LAFCO Executive Officer.
- C. The headings that appear in this Agreement are for reference purposes only and shall not affect the meaning or construction of this Agreement.

10. **NOTICES**

All notices and required reports shall be written and e-mailed, hand-delivered or mailed by first class, postage prepaid, U.S. Mail addressed to LAFCO or FIRM at the addresses below, or at any other address LAFCO or FIRM shall provide:

If to LAFCO: Executive Officer
Shasta LAFCO
P.O. Box 8693
South Lake Tahoe, California

If to FIRM: James M. Underwood
Underwood Law Offices, P.C.

11. **ASSIGNMENT**

- A. No part of this Agreement or any right or obligation arising from it is assignable without LAFCO's written consent.
- B. However, FIRM may retain associated legal counsel and experts as FIRM deems appropriate after receiving LAFCO's written approval.

12. **STANDARD TERMS AND CONDITIONS**

A. **Indemnification**

FIRM shall indemnify, defend, and save harmless LAFCO, its agents, officers and employees from and against any and all liability expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including, but not limited to losses resulting from FIRM's errors or omissions or any bodily injury, death, personal injury, or property damage (including FIRM's property), in connection with FIRM'S operations or its services, including any workers' compensation suits, liability or expense, arising from or connected with services performed under this Agreement.

B. **Insurance**

FIRM shall indemnify, defend, and save harmless LAFCO, its agents, officers and employees from and against any and all liability (including defense costs and reasonable attorney fees) and claims for damages of any nature whatsoever, including, but not limited to FIRM's negligent acts or omissions, arising out of the performance of this Agreement, except liabilities and claims for damages (including reasonable attorneys fees) resulting from FIRM's professional negligence which may be covered by FIRM's professional liability insurance and except for any liabilities and claims for damages (including reasonable attorneys fees) caused by LAFCO's negligence or willful misconduct.

Such insurance shall be primary to and not contributing with any other insurance maintained by LAFCO, and shall include, but not be limited to:

- 1. Comprehensive General Liability Insurance endorsed for Premises-Operations, Products/Completed Operations, Contractual, Broad Form Property Damage, and Personal Injury with a combined single limit of not less than \$500,000 per occurrence.

If the above insurance is written on a Claims Made Form, the insurance shall be endorsed to provide an extended reporting period of not less than five years following termination of this Agreement.

- 2. Professional liability insurance with a liability limit of at least

\$1,000,000 per claim.

C. **Independent Contractor Status**

1. This Agreement is between the LAFCO and FIRM and is not intended, and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between LAFCO and FIRM.
2. FIRM understands and agrees that all FIRM personnel furnishing services to LAFCO under this Agreement are employees solely of FIRM and not of LAFCO for purposes of workers' compensation liability.
3. FIRM shall bear the sole responsibility and liability for furnishing workers' compensation benefits to any FIRM personnel for injuries arising from services performed under this Agreement.

D. **Governing Laws**

This Agreement shall be construed in accordance with the laws of the State of California.

E. **Record Retention and Inspection**

Within ten (10) days of LAFCO's written request, FIRM shall allow LAFCO or authorized State or Federal agencies or any duly authorized representative to have the right to access, examine, audit, excerpt, copy or transcribe any pertinent transaction, activity, time cards or other records relating to this Agreement. FIRM shall keep such material, including all pertinent cost accounting, financial records and proprietary data for a period of five (5) years after termination or completion of this Agreement unless LAFCO's written permission is given to dispose of material prior to the end of such period or until such time as all audits are complete, whichever is later.

F. **Communications with LAFCO; Avoidance of Conflicts**

FIRM understands that the LAFCO is the legally empowered representative of the LAFCO and its officers and employees, and FIRM shall not without specific direction from the LAFCO communicate with, advise or represent any entity or individual that is or may be adverse to LAFCO, its Commission or any of its officers or employees, in order to avoid legal or perceived conflicts of interest.

G. **Validity**

The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision.

H. **Waiver**

No waiver of a breach of any provision of this Agreement by either party shall

constitute a waiver of any other breach of the provision or any other provision of this Agreement. Failure of either party to enforce any provision of this Agreement at any time shall not be construed as a waiver of that provision.

I. **Confidentiality**

During the term of this Agreement, both parties may have access to information that is confidential or proprietary in nature. Both parties agree to preserve the confidentiality of and to not disclose any such information to any third party without the express written consent of the other party or as required by law. This provision shall survive the termination, expiration, or cancellation of the Agreement.

13. **CONTRACT DOCUMENTS**

This Agreement shall constitute the complete and exclusive statement of understanding between LAFCO and FIRM and it supersedes all previous written or oral agreements, and all prior communications between the LAFCO and FIRM relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the LAFCO and FIRM have executed this Agreement on the day and year set forth below. By their signatures below, each signatory represents that he/she has the authority to execute this Agreement and to bind the party on whose behalf his/her execution is made.

Shasta LAFCO

Date: June ____, 2026

_____, Chairman

Underwood Law Offices, P.C.

Date: June ____, 2026

JAMES M. UNDERWOOD
TAX I.D. # 46-1983641

Corkey Harmon
County Member

Mike Gallagher
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

Vacant
Public Member Alternate

Rosemary Smith
Special District Alternate

AGENDA ITEM 11.A.

Date: June 4, 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 Commission reviewed the prior action at the April 2, 2026, Regular Commission meeting and voted to take no action on the Burney SOI. If an outside party requests formal amendment of the Burney SOI, then the Commission will review the request in accordance with the CKH Act. Otherwise, no further updates are anticipated on this MSR/SOI Update.

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

Corkey Harmon
County Member

Mike Gallagher
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

Vacant
Public Member Alternate

Rosemary Smith
Special District Alternate

AGENDA ITEM 11.B.

Date: June 4, 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 applicant has stated they still wish to develop the property and move forward with the annexation process. Staff will be coordinating with the applicant on next steps.
- 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 was approved by the Commission at a noticed public hearing at the April 2, 2026, regular meeting. The 30-day reconsideration period has passed, and protest proceedings were waived in accordance with Government Code Section 56663. Staff will be recording the Certificate of Completion with the County and proceeding with filing the boundary change with the State Board of Equalization. Final filing is anticipated to be completed in the coming weeks.

RECOMMENDATION

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

Corkey Harmon
County Member

Mike Gallagher
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

Vacant
Public Member Alternate

Rosemary Smith
Special District Alternate

AGENDA ITEM 11.C.

Date: June 4, 2026

From: Krystle Brogna, Executive Officer

Subject: Status of Commissioner Terms

The Commission will receive a report identifying members whose terms of office are scheduled to expire in 2026.

BACKGROUND

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 establishes that Local Agency Formation Commissions (LAFcos) generally consist of seven regular members: two county members, two city members, two independent special district members, and one public member. Each category is also represented by one alternate member.

Appointments for the county, city, and special district seats are made, respectively, by the Board of Supervisors, the City Selection Committee, and the Independent Special District Selection Committee (via a mailed ballot process administered by LAFco). The public member and public alternate member are appointed by the other regular members of the Commission.

DISCUSSION

County Member Selection:

County member appointments were made by the Shasta County Board of Supervisors on January 6, 2026, with no changes to the existing appointments.

City Member Selection:

The Mayors' City Selection Committee met on January 13, 2026 and appointed Susie Baugh from the City of Anderson, and Pam Morgan from the City of Shasta Lake as the Regular City Members for the Commission, and Tenessa Audette as the Alternate City Member for the 2026 calendar year.

Recently, the City of Anderson chose to remove Susie Baugh from the Commission and appoint Mike Gallagher in her place. This appointment is for the remainder of the calendar year.

Special District Member Election:

Fred Ryness was elected as a Regular Special District Member for a term extending from January 2024 to December 2027. Ronnean Lund was elected as a Regular Special District Member for a term extending from January 2023 to December 2026. Rosemary Smith was elected as an Alternate Special District Member for a term extending from January 2024 to December 2027.

As Commissioner Lund's term is set to expire at the end of this year, staff will be starting the Special District Member election process with a call for nominations. Once nominations are received, staff will

send out ballots to all independent special districts for the official election. As long as a quorum of ballots are received, the nomination with the highest number of votes will be seated for a four-year term from January 2027 to December 2030.

Public Member Selection:

Brenda Haynes was appointed as the Regular Public Member for a full four-year term (Jan 2026 to Dec 2029) on December 4, 2025. The Alternate Public Member, Michael Spencer, resigned from his seat on March 18, 2026. The term for the seat expires on December 31, 2026. At the April 2, 2026, Regular Commission meeting, the Commission indicated that they wish to appoint Bill Goodwin as the Alternate Public Member for the remainder of the current term, based on his interview for the Regular Public Member seat last fall. The Commission considered the appointment of Bill Goodwin during Agenda Item 1C at this Commission meeting.

RECOMMENDATION

Staff recommends the Commission receive and file this report.

Seat	Commissioner	Term
County Seat #1	Chris Kelstrom - Supervisor District 5	Jan-Dec 2026
County Seat #2	Corkey Harmon - Supervisor District 3	Jan-Dec 2026
County Seat Alternate	Allen Long - Supervisor District 2	Jan-Dec 2026
City Seat #1	Mike Gallagher - City of Anderson	Jun-Dec 2026
City Seat #2	Pam Morgan - City of Shasta Lake	Jan-Dec 2026
City Seat Alternate	Tenessa Audette - City of Redding	Jan-Dec 2026
Special District Seat #1	Fred Ryness - Burney Water District	Jan 2024 - Dec 2027
Special District Seat #2	Ronnean Lund - ACID	Jan 2023 - Dec 2026
Special District Alternate	Rosemary Smith - Shasta FPD	Jan 2024 - Dec 2027
Public Member Seat	Brenda Haynes	Jan 2026 - Dec 2029
Public Member Alternate	Vacant	Jan 2023 - Dec 2026

CALAFCO List of Current Bills

5/13/2026

[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				Conf.			

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 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				Conf.			

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 \(Wicks D\) Solar-use easements: suspension of Williamson Act contracts: terms of 1156 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.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conc.			

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.

[AB \(Jackson D\) Moreno Valley-Perris Childcare Special District. 2083](#)

Current Text: Amended: 4/27/2026 [html](#) [pdf](#)

Introduced: 2/18/2026

Last Amend: 4/27/2026

Status: 4/28/2026-Re-referred to Com. on APPR.

Location: 4/23/2026-A. APPR.

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

Calendar: 5/13/2026 9 a.m. - 1021 O Street, Room

1100 ASSEMBLY APPROPRIATIONS, WICKS, BUFFY, Chair

Summary: The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 provides the sole and exclusive authority and procedure for the initiation, conduct, and completion of changes of organization and spheres of influence for cities and special districts, including incorporation of cities and formation of districts. The act establishes a local agency formation commission in each county with various powers and duties, including to make certain determinations regarding, and to review and approve or disapprove, proposals for changes or organization or reorganization, as specified. This bill, the Moreno Valley-Perris Childcare Special District Act, would establish the Moreno Valley-Perris Childcare Special District for a period of 5 years for the purpose of, among other things, expanding childcare capacity and access through the development, coordination, and operation of universal childcare programs. The bill would establish the district boundaries as the incorporated area of the City of Moreno Valley, the incorporated area of the City of Perris, and the officially adopted spheres of influence for each city as determined and updated by the County of Riverside local agency formation commission (LAFCO). The bill would establish a 5-member board to govern the district and specify that certain entities, including the City of Moreno Valley and the City of Perris, are charged with each appointing a member to the board. The bill would specify the duties of the board, including, among others, the duty to develop and submit a plan of services to LAFCO that details the scope of childcare services, the hours of operation, the governance and management structure, and funding sources and sustainability.

[AB](#) ([Gallagher R](#)) Housing Crisis Act of 2019.

[2676](#)

Current Text: Amended: 4/9/2026 [html](#) [pdf](#)

Introduced: 2/20/2026

Last Amend: 4/9/2026

Status: 5/7/2026-Read second time. Ordered to third reading.

Location: 5/7/2026-A. THIRD READING

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

Calendar: 5/14/2026 #68 ASSEMBLY THIRD READING FILE - ASSEMBLY BILLS

Summary: Existing law, known as the Housing Crisis Act of 2019, with respect to land where housing is an allowable use and except as specified, prohibits a county or city, including the electorate exercising its local initiative or referendum power, in which

specified conditions exist, determined as provided by the Department of Housing and Community Development, from enacting a development policy, standard, or condition, as defined, that would have certain effects. Under existing law, these proscribed policies, standards, or conditions include, among others, (A) changing the land use designation or zoning of a parcel or parcels of property to a less intensive use or reducing the intensity of land use within an existing zoning district below what was allowed under the general plan or specific plan land use designation and zoning ordinances of the county or city as in effect on January 1, 2018, and (B) imposing or enforcing a moratorium on housing development within all or a portion of the jurisdiction of the county or city, except as provided. Existing law states that these prohibitions apply to any zoning ordinance adopted or amended on or after the effective date of these provisions, and that any development policy, standard, or condition on or after that date that does not comply is deemed void. Existing law prohibits a county or city subject to these provisions from enforcing a zoning ordinance imposing a moratorium or other similar restriction on or limitation of housing development until it has submitted the ordinance to, and received approval from, the Department of Housing and Community Development. Existing law requires the department to approve a zoning ordinance submitted to it only if the department determines that the zoning ordinance satisfies these requirements. If the department denies approval of the zoning ordinance, as specified, existing law states that the ordinance is deemed void. This bill would expand the prohibition against enacting a development policy, standard, or condition that has the effect of imposing or enforcing a moratorium on housing development within all or a portion of the jurisdiction of the county or city to also prohibit these policies, standards, or conditions within the sphere of influence of a city, as defined.

[SB 802](#) (Ashby D) Housing finance and development: Sacramento Area Housing and Homelessness Agency: Multifamily Housing Program: Homekey: Homeless Housing, Assistance, and Prevention program.

Current Text: Amended: 4/30/2026 [html](#) [pdf](#)

Introduced: 2/21/2025

Last Amend: 4/30/2026

Status: 4/30/2026-From committee with author's amendments. Read second time and amended. Re-referred to Com. on H. & C.D. (Amended text released 5/1/2026)

Location: 1/26/2026-A. H. & C.D.

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

Summary: The Joint Exercise of Powers Act authorizes 2 or more public agencies, by agreement, to form a joint powers authority to exercise any power common to the contracting parties, as specified. Existing law authorizes the agreement to set forth the manner by which the joint powers authority will be exercised. This bill would require that the joint powers authority currently operating as the Sacramento Housing and Redevelopment Agency be restructured, expanded, amended, and renamed as the Sacramento Area

Housing and Homelessness Agency, as provided. The bill would require the agency to include the County of Sacramento and qualified local agencies, as specified and defined, and would make the agency the regional authority for prescribed activities, including developing and preserving affordable housing and coordinating and administering homelessness prevention and response services. The bill would require the updated joint powers agreement to provide for a governing board and an executive director, as provided. The bill would require the agency to adopt a comprehensive strategic plan to address housing and homelessness no later than 3 years from the date the restructured joint powers agreement takes effect. The bill would also require the agency to establish and maintain a standing advisory board, as provided.

[SB 910](#) ([Seyarto](#) R) Municipal water districts: water service: Indian lands.

Current Text: Introduced: 1/26/2026 [html](#) [pdf](#)

Introduced: 1/26/2026

Status: 4/23/2026-Failed Deadline pursuant to Rule 61(b)(5). (Last location was L. GOV. on 2/11/2026)

Location: 4/23/2026-S. DEAD

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

Summary: The Municipal Water District Law of 1911 provides for the formation of municipal water districts and grants to those districts specified powers. Current law permits a district to acquire, control, distribute, store, spread, sink, treat, purify, recycle, recapture, and salvage any water for the beneficial use of the district, its inhabitants, or the owners of rights to water in the district. Current law, upon the request of certain Indian tribes and the satisfaction of certain conditions, requires a district to provide service of water at substantially the same terms applicable to the customers of the district to the Indian tribe's lands that are not within a district, as prescribed. Current law also authorizes a district, until January 1, 2027, under specified circumstances, to apply to the applicable local agency formation commission to provide this service of water to Indian lands, as defined, that are not within the district and requires the local agency formation commission to approve that application. This bill would extend the above provisions regarding the application to the applicable local agency formation commission to January 1, 2032.

[SB 994](#) ([Cabaldon](#) D) Local agencies: nondisclosure agreements.

Current Text: Amended: 4/23/2026 [html](#) [pdf](#)

Introduced: 2/5/2026

Last Amend: 4/23/2026

Status: 5/11/2026-May 11 hearing postponed by committee.

Location: 4/22/2026-S. APPR.

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

Summary: Existing law, the legislative code of ethics, prohibits Members of the Legislature from entering into, or requesting that another party enter into, a nondisclosure agreement relating to the drafting, negotiation, or discussion of proposed legislation. Existing law also makes any nondisclosure agreement relating to the drafting, negotiation, or discussion of proposed legislation entered into after January 1, 2026, void and unenforceable. Existing law provides an exception for nondisclosure agreements, or portions thereof, that prevent only the disclosure of trade secrets, financial information, or proprietary information, as specified. This bill would prohibit a local agency official, as defined, acting in their official capacity from entering into, or requesting that another individual enter into, a nondisclosure agreement relating to public business that precludes their ability to share information with fellow local agency officials serving on the same council, board, commission, district, or agency. The bill would require a local agency official in violation of that provision to, among other things, disclose the existence of the nondisclosure agreement, as specified, and would provide that these requirements imposed on a local agency official also apply to a local agency official acting in their official capacity who entered into, or requested that another individual enter into, a nondisclosure agreement described above before January 1, 2027.

[SB 1312](#) ([Richardson D](#)) Cemetery and Funeral Bureau: advisory committee.

Current Text: Introduced: 2/20/2026 [html](#) [pdf](#)

Introduced: 2/20/2026

Status: 4/28/2026-Read second time. Ordered to third reading.

Location: 4/28/2026-S. THIRD READING

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

Calendar: 5/14/2026 #42 SENATE SENATE BILLS -THIRD READING FILE

Summary: Existing law, the Cemetery and Funeral Act, provides for the licensing, regulation, and discipline relating to cemeteries, crematories, funeral establishments, embalming, and the storage of human remains by the Cemetery and Funeral Bureau that is within the Department of Consumer Affairs. The act authorizes the bureau to establish necessary rules and regulations for the administration and enforcement of the act and the laws subject to its jurisdiction and to prescribe the form of statements and reports provided for in the act. This bill would authorize the bureau to establish an advisory committee to assist the bureau in engaging consumers and licensees in its regulatory activities. The bill would require the advisory committee, if established by the bureau, to include at least one member from licensed representatives of the death care industry, members of the public, and representatives of local governments.

[SB 1440](#) (Committee on Local Government) Validations.

Current Text: Introduced: 3/11/2026 [html](#) [pdf](#)

Introduced: 3/11/2026

Status: 5/4/2026-Referred to Com. on L. GOV.

Location: 5/4/2026-A. L. GOV.

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

Summary: Would enact the First Validating Act of 2026, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities.

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

[1441](#)

Current Text: Introduced: 3/11/2026 [html](#) [pdf](#)

Introduced: 3/11/2026

Status: 5/4/2026-Referred to Com. on L. GOV.

Location: 5/4/2026-A. L. GOV.

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

Summary: Would enact the Second Validating Act of 2026, 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](#) (Committee on Local Government) Validations.

[1442](#)

Current Text: Introduced: 3/11/2026 [html](#) [pdf](#)

Introduced: 3/11/2026

Status: 5/4/2026-Referred to Com. on L. GOV.

Location: 5/4/2026-A. L. GOV.

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

Summary: Would enact the Third Validating Act of 2026, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities.

Total Measures: 12

Total Tracking Forms: 12

5/13/2026 4:53:41 PM

FREE ON-DEMAND

SB 827 Compliance Training

For **CALAFCO Members**
At No Cost to You

CALAFCO members now have free access to the on-demand SB 827 Compliance Training: Essential Fiscal and Financial Oversight for Public Agency Officials, presented by Best Best & Krieger LLP (BBK) and Regional Government Services (RGS). Complete it on your schedule. There is no travel required and no cost to you.

WHY THIS MATTERS: California Senate Bill 827, effective January 1, 2026, requires covered local agency officials to complete mandatory fiscal and financial training every two years. Newly appointed or hired officials must complete the training within six months of assuming office or employment.

WHAT THIS TRAINING COVERS

- Fiscal oversight responsibilities
- Budget development, financial policies, and long-term fiscal planning
- Financial reporting, auditing, and internal controls
- Capital financing, debt management, and revenue mechanisms
- Pensions, post-employment benefits, and financial risk management
- Cash management and investments
- Financial considerations related to procurement and contracting

DETAILS

- 2 hours, On-demand, Available through December 31, 2026
- Stop and restart at any time. Complete it at your convenience
- Certificate of completion emailed upon finishing the training and short survey
- Free for CALAFCO members (regularly \$75 per person)

FOLLOW THESE 5 STEPS

1. Register on the CALAFCO website using the link on the events page
2. Use the BBK registration link and discount code from your CALAFCO confirmation email to complete registration with BBK
3. Log in to the BBK Attendee Hub when you are ready to begin
4. Complete the two-hour on-demand training at your convenience. You can stop and restart as needed
5. Finish the short survey at the end. Your certificate of completion will be emailed to you

A step-by-step registration guide with screenshots is available on the CALAFCO website.

IMPORTANT | Register Through CALAFCO First

Please register on the CALAFCO website before signing up with BBK. Registering through the CALAFCO events page helps us track participation and informs future training decisions — information the Board uses when considering upcoming educational opportunities. **Please do not share the BBK registration link or discount code.** Direct colleagues to register through CALAFCO first.

COMING SOON In-Person SB 827 Training at the CALAFCO Annual Conference.

Tentatively scheduled for Thursday, October 22, 2026, in Sacramento. Watch the CALAFCO website for details. Questions? Contact Michelle McIntyre mmcintyre@calafco.org

