

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

Bill Goodwin
Public Member Alternate

EXECUTIVE COMMITTEE MEETING

Wednesday, June 24, 2026 at 4:00 p.m.
1322 Court Street, Redding, CA 96001
Teleconference: (267) 807-9605
Access Code: 737919#

AGENDA

1. CALL TO ORDER

- a. Roll Call

2. PUBLIC COMMENT

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

3. AGENDA ADOPTION

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

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

4. BUSINESS ITEMS (POTENTIAL ACTION)

- a. Adopt Executive Committee Meeting Minutes from March 13, 2026 and May 19, 2026
- b. Bank Statements: May 2026
- c. Planwest Partners Invoices: May 2026
- d. Proposed Staffing Services RFP
- e. July 9, 2026 Special Commission Meeting Agenda

5. INFORMATIONAL ITEMS - NONE

6. COMMISSIONER COMMENTS

7. MEETING ADJOURNMENT

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

SHASTA LAFCO

Notice:

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

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

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

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

Americans with Disabilities Act:

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

Corkey Harmon
County Member

Chris Kelstrom
County Member

Allen Long
County Member Alternate

Susie Baugh
City Member

Pam Morgan
City Member

Tenessa Audette
City Member Alternate



Fred Ryness
Special District Member

Ronnean Lund
Special District Member

Rosemary Smith
Special District Alternate

Brenda Haynes
Public Member

Michael Spencer
Public Member Alternate

EXECUTIVE COMMITTEE MEETING

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

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

DRAFT MEETING MINUTES

1. CALL TO ORDER

Chair Baugh called meeting to order at 10:09 a.m. at the Foundation Room in the Redding Branch of the Shasta County Library, 1100 Parkview Avenue, Redding, CA 96001.

a. Roll Call

Present: Chair Baugh, Commissioner Lund, and Commissioner Haynes

Absent: None

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

2. PUBLIC COMMENT

No public comment was provided.

3. AGENDA ADOPTION

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

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

4. BUSINESS ITEMS (POTENTIAL ACTION)

- a. Adopt Executive Committee Meeting Minutes from January 22, 2026

Commissioners reviewed the January 22, 2026 Executive Committee meeting minutes.

Motion Baugh/ Haynes to adopt the meeting minutes from the January 22, 2026, Executive Committee meeting. Motion passed by 2-0-1 voice vote with Commissioner Lund abstaining.

- b. Bank Statements: January and February 2026

EO Brogna noted recent activity on the bank statements including that everything is fairly routine and that there was an item scheduled later on the agenda to formally close the US Bank account. Two checks were lost in the mail and needed to be reissued.

Commissioner Haynes inquired about a charge on the US Bank statement; it was clarified that this is a service charge and will no longer be charged once the account is closed.

Motion Baugh/ Haynes to accept the January and February 2026 bank statements. Motion passed by 3-0-0 voice vote.

SHASTA LAFCO

c. Planwest Invoices: January and February 2026

EO Brogna explained that these are routine invoices and provided an overview of how the Planwest Partners' invoices are typically organized. Commissioners asked clarifying questions.

Motion Haynes/ Baugh to approve the Planwest Partners invoices for January and February 2026. Motion passed by 3-0-0 voice vote.

d. April 2, 2026 Regular Commission Meeting Agenda

EO Brogna outlined the draft agenda for the upcoming Commission meeting, explaining that there are three scheduled and noticed public hearings including a proposed annexation to the Fall River Valley CSD, the proposed budget for FY2026-27, and the rehearing of the Burney FPD MSR/SOI Update from October 2025. Legal counsel suggested that he provide an update under the Executive Officer report, Item 10, on remote meeting participation requirements and possibilities to the full Commission.

Motion Lund/ Haynes to approve the April 2, 2026 Regular Commission Meeting Agenda with the addition of an item presented by Legal Counsel on remote meeting participation under Item 10. Motion passed by a 3-0-0 voice vote.

e. Preliminary FY2026-27 Budget

Commissioner Lund stated that A.C.I.D is working with the County Auditor and the District attorney to figure out how to recoup some of its member contributions that were paid at the beginning of FY2025-26; the District believes that they were overcharged due to some of its grant funds being considering income by the County Auditor.

EO Brogna clarified the process for determining member contributions and stated that once the Commission approves the budget, the Auditor determines the member contributions and prepares the invoices for LAFCO staff to distribute. She has invited an employee from the Auditor's office to attend the upcoming Commission meeting and provide an explanation of how member contributions are determined. Legal Counsel offered to provide a copy of the legal statute that outlines what entities are responsible for contributing to LAFCO's operating revenues to be included in the proposed budget staff report.

EO Brogna provided an overview of the preliminary FY2026-27 budget, noting that there is no proposed increase in member contributions this year. The Commission has one remaining CalPERS payment of approximately \$35,000 (decreased from the usual \$50,000 installments); this difference will support the increasing costs of this fiscal year instead of an increase in member contributions. She also noted that more funds have been allocated to the MSR/SOI preparation line item to budget for the outstanding MSRs that still need to be completed from this fiscal year. These MSR/SOI Updates are behind schedule due to unexpected costs associated with both the CSA #1 and Burney FPD MSR/SOI Updates. Several other line item costs have decreased, including rent, IT, and legal notices.

Motion Haynes/ Lund for the Executive Committee to recommend the Preliminary FY2026-27 Budget to the full Commission on April 2, 2026. Motion passed by a 3-0-0 voice vote.

f. Closure of US Bank Checking Account

EO Brogna noted that at a prior Commission meeting, she was given authorization to close the US Bank account but wanted to ensure that the current Executive Committee supported this prior to

SHASTA LAFCO

taking final action. Commissioner Lund confirmed that funds in the US Bank account would be transferred to the Commission's Tri Counties bank account. Commissioners expressed support for EO Brogna to close the account.

Motion Lund/ Haynes to authorize EO Brogna to officially close the US Bank checking account. Motion passed by a 3-0-0 voice vote.

5. INFORMATIONAL ITEMS

a. Status of Current and Future Applications

Commissioners received an informational report from EO Brogna on the status of current and future applications. Active applications on file included CSA #8 - Palo Cedro, which has had no new updates since the previous meeting, and an application for an annexation of territory to the Fall River Valley Community Services District (CSD) which will be presented to the Commission at the April 2, 2026, Regular meeting. Commissioners inquired about deactivating the CSA #8 application since there has been no progress; EO Brogna stated that she would look into this and provide more information about the logistics of considering an application inactive. Commissioners requested that EO Brogna contact CSA #8 and inquire about the status of the application and if they intend to continue pursuing it.

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

Commissioners received an informational report from EO Brogna on the status of MSR/SOI Updates. All MSR/SOIs are on hold while staff works to finalize the Burney FPD MSR/SOI process due to budgetary constraints. Commissioners and staff discussed the Burney FPD SOI and potential options to propose at the upcoming Commission meeting.

Commissioner Lund proposed that, if budget allows, a budget amendment be proposed to the Commission to move funds around to finance the drafting of the MSR/SOI Updates that are currently on hold. EO Brogna replied that if funds were available towards the end of the fiscal year, staff could prepare this and wrap up the CSA #4 MSR.

c. Public Records Act Request

EO Brogna stated that LAFCo received a Public Records Act (PRA) request for documentation on the Burney SOI process including all communications pertaining to Burney FPD, Cassel VFD, CSA #1, or other related topics from January 1, 2025, to February 25, 2026. Staff have been working to complete the request.

6. COMMISSIONER COMMENTS

No Commissioner comments.

7. MEETING ADJOURNMENT - 11:18 A.M.

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

Bill Goodwin
Public Member Alternate

EXECUTIVE COMMITTEE MEETING

Friday, May 19, 2026 at 10:00 a.m.
Underwood Law Offices - 1322 Court Street
Redding, CA 96001

DRAFT MEETING MINUTES

1. CALL TO ORDER

Vice Chair Lund called meeting to order at 10:037 a.m. at Underwood Law Offices located at 1322 Court Street, Redding, CA 96001.

a. Roll Call

Present: Vice Chair Lund, and Commissioner Haynes

Absent: None

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

2. PUBLIC COMMENT

No public comment was provided.

3. AGENDA ADOPTION

a. Agenda - Additions/Changes

Motion Haynes/Lund to amend the agenda to add two business items including Legal Services Contract and Discussion of Chair and Vice Chair appointment process. Motion passed by 2-0-0 voice vote.

b. Business/Campaign Conflict Disclosures

No disclosures were made.

4. BUSINESS ITEMS (POTENTIAL ACTION)

a. Discussion of Chair and Vice Chair

Commissioners discussed the process for appointing a new Chair and Vice Chair since former Chair Baugh was not longer serving on the Commission. Direction was provided to staff to place an additional item on the Regular Commission meeting agenda to appoint both a Chair and Vice Chair.

b. Adopt Executive Committee Meeting Minutes from March 13, 2026

The minutes were not included in the agenda packet provided to Commissions. As such, the item was deferred until the next Executive Committee meeting.

SHASTA LAFCO

c. Bank Statements: March & April 2026

EO Brogna noted that the US Bank account was closed and the remaining funds were deposited into Tri Counties Bank. Commissioner Lund inquired about opening a new CD savings account.

Motion Haynes/Lund to accept the March and April 2026 bank statements. Motion passed by 2-0-0 voice vote.

d. Proposed FY2025-26 Budget Amendment

EO Brogna introduced the staff report and explained that a budget amendment is being proposed to cover the unexpected expenses associated with the Burney Fire Protection District Sphere of Influence update. Discussion was held regarding formatting and additional work to be completed this fiscal year.

Motion Haynes/Lund to submit the Proposed Budget Amendment to the full Commission for consideration. Motion passed by 2-0-0 voice vote.

e. Planwest Invoices: March & April 2026

EO Brogna explained that these are routine invoices and noted the additional work completed for the Burney Fire Protection District Public Records Act Request. Commissioners asked clarifying questions and discussed if the item should be taken to the full Commission for consideration.

Motion Haynes/Lund to submit the invoices to the full Commission for consideration as part of the Proposed Budget Amendment. Motion passed by 2-0-0 voice vote.

f. Proposed Planwest Partners Staffing Services

EO Brogna presented the staff report and explained that Planwest Partners has decided to end its staffing services contract with Shasta LAFCO. Discussion was held regarding potential staffing options. Commissioners asked clarifying questions and noted they would like to discuss further at the Executive Committee level.

Motion Haynes/Lund to discuss staffing services options at the next Regular Commission meeting as part of the Planwest Partners contract item. Motion passed by 2-0-0 voice vote.

g. Proposed Underwood Law Offices Contract for Legal Services

Legal Counsel Underwood presented his updated contract for legal services to the Commission. The contract is for a two-year period and includes a slight hourly rate increase.

Motion Haynes/Lund to consider the proposed two-year contract at the next Regular Commission meeting. Motion passed by 2-0-0 voice vote.

h. June 4, 2026 Regular Commission Meeting Agenda

EO Brogna outlined the draft agenda for the upcoming Commission meeting. Commissioners asked clarifying questions about the agenda items and reviewed items added to the agenda based on previous discussion.

Motion Haynes/Lund to approve the June 4, 2026 Regular Commission Meeting Agenda with changes. Motion passed by a 2-0-0 voice vote.

i. Final FY2026-27 Budget

EO Brogna noted that no comments were received on the proposed budget and the final budget presented is largely the same. Commissioner Lund provided comments regarding last years' contribution from ACID.

SHASTA LAFCO

Motion Haynes/ Lund for the Executive Committee to recommend the Final FY2026-27 Budget to the full Commission on June 4, 2026. Motion passed by a 2-0-0 voice vote.

5. INFORMATIONAL ITEMS

a. Status of Current and Future Applications

Commissioners received an informational report from EO Brogna on the status of current and future applications. The Certificate of Completion for the Fall River Valley Community Services District Williams Road Annexation is planned to be recorded in early June.

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

EO Brogna noted that all MSR's are still currently on hold due to budget constraints.

6. COMMISSIONER COMMENTS

No Commissioner comments.

7. MEETING ADJOURNMENT - 11:44 A.M.

DRAFT

DATE:	05/31/2026
INVOICE #:	26-235-05
TOTAL DUE:	\$ 7,781.98

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 MAY 2026

Staffing Services

Reviewed banking accounts, paid bills, made deposits, and updated QuickBooks as needed. Finalized documents to be included in PRA request. Compiled documents in Dropbox and sent link to PRA request representative. Drafted staff reports and compiled agenda packet for upcoming Executive Committee meeting. Prepared for and conducted May 19th Executive Committee meeting. Prepared staff reports and compiled packet for June 4, 2026 Regular Commission meeting. Distributed agenda packet and posted materials to website for public access. Reviewed staffing services policies and coordinated with legal counsel on staffing services options.

Applications

CSA #8 – Palo Cedro: Reached out to applicant regarding status of proposed project. Researched historical boundary of CSA #8 and recorded boundary changes. Provided clarification on boundary and LAFCO process to applicant.

Staffing Services Amount Due: \$ 7,131.98
Applications: \$ 650.00

TOTAL AMOUNT DUE THIS INVOICE: \$ 7,781.98

(see attached spreadsheets for detailed cost breakdown)

Staffing Services Contract (amended):	\$ 144,500.00
Total Billed to Date <i>(less app fees)</i> :	\$ 131,269.94
Amount Remaining:	\$ 13,230.06



REQUEST FOR QUALIFICATIONS LAFCO EXECUTIVE OFFICER STAFFING SERVICES

The Shasta Local Agency Formation Commission (LAFCO) is seeking proposals from qualified individuals or professional consulting firms to provide staffing services, including Executive Officer services, on either an independent contractor basis, or as an employee of Shasta LAFCO. Shasta LAFCO intends to enter into a two (2)-year contract for staffing services, starting January 1, 2027. The Executive Officer position, as authorized by California Government Code Section 56384, provides management and executive leadership for all LAFCO activities as directed by the Commission. Additional positions that may be presented in the Statement of Qualifications include but are not limited to: Clerk, Administrator, Services Analyst, GIS Analyst, and/or Executive Assistant.

Shasta LAFCO is an independent local agency created by the State Legislature in 1963 to encourage orderly growth and development of local agencies. LAFCO's mission is to facilitate changes in local governmental structure and boundaries that foster orderly growth and development, promote the efficient delivery of services, and encourage the preservation of open space and agricultural lands. LAFCO seeks to be proactive in raising awareness and building partnerships to accomplish this through its special studies, programs, and actions.

For general information about LAFCOs, visit the CALAFCO website: www.calafco.org, for information about Shasta LAFCO, please visit our website: www.shastalafco.org.

Duties and Responsibilities

The duties and responsibilities assigned to the Executive Officer will include but are not limited to the following:

- a. Scheduling, preparing for and attending regular and special in-person Commission meetings, including agendas, reports, resolutions, budgets and studies in coordination with Legal Counsel.
- b. Overseeing LAFCO day-to-day Commission operations.
- c. Managing the posting of meeting materials and other public documents to the Commission's website.
- d. Meet with Executive Committee prior to each Commission meeting to set agendas, discuss applications, and review other Commission interests.
- e. Preparing special reports and studies as mandated by statute, including municipal service reviews and sphere of influence updates, based on Commission direction and priorities.

- f. Processing applications for city and district formations, annexations, reorganizations, consolidations, detachments and other proposals.
- g. Administering adopted LAFCO budget with budget controls, records, files and review claims and revenue deposits to and from independent LAFCO accounts.
- h. Monitoring new and proposed State and local legislation that pertains to LAFCO and representing Shasta LAFCO at CALAFCO and professional associations.
- i. Coordinating with LAFCO counsel on legal issues and other matters that may require an oral or written interpretation or opinion from legal counsel.
- j. Building and maintaining positive working relationships with regular and alternate commissioners, local governmental agencies, and members of the public.
- k. Providing technical assistance, especially with regard to applicant proposals, including by pre-application agreements.
- l. Other administrative and executive services as may be requested or directed by the Commission and/or Executive Committee.

Experience, Education, and Training

The successful Statement of Qualifications will be one that demonstrates the respondent's combination of experience, education, and training which substantially demonstrates knowledge of:

- a. The organization, structure, role and functions of LAFCO, including familiarity with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act), including but not limited to an understanding of the Municipal Services Review (MSR) and Sphere of Influence (SOI) process, requests for extension of services beyond agency boundaries, and specific expertise with respect to the statutory procedures and requirements associated with processing changes of organization and reorganization proposals.
- b. Local governmental agency organization, structure, services and functions, including understanding of how the full range of municipal services including water, wastewater, fire protection and other services are financed and delivered.
- c. Planning, management and administration principles and practices which are typically applied to Local Agency Formation Commissions and other local governmental agencies.
- d. Research methodologies, group and organization dynamics, and the communication skills and techniques necessary for gathering, evaluating, presenting and disseminating information to the Commission, other agencies, community organizations, and the general public.

Minimum Qualifications

The required knowledge and skills are typically attained through education equivalent of a Bachelor's Degree in Urban Planning, Public Policy, Public Administration, Civil Engineering or a related field. A minimum of five (5) years of experience with LAFCOs, either as an Executive Officer, Assistant or Deputy Executive Officer, or as a contract Executive Officer, is preferred. Consideration will be given to similar experience with other local governmental/public agencies such as a county, a city, or a special district. Consideration will also be given to other unique qualifications as may be presented by the applicant.

Statement of Qualifications (SOQ) Requirements

The nature and form of responses to this RFQ are at respondent's discretion, but must not exceed ten (10) pages. The following minimum information must be provided:

1. A signed cover letter with address, telephone, and e-mail of principal contact.
2. Statement of experience in providing services to other municipal agencies, including LAFCOs.
3. A brief plan explaining how the duties described and services requested will be provided. Include the duties of each person associated with the proposal, including any support staff and/or sub-contractors.
4. A cost and budget sheet detailing costs for contract staffing services by position, hourly rate per person, and estimated costs for services for the first fiscal year, if it is proposed that some or all staff support will be contracted for in addition to the Executive Officer position.
5. Qualification statements for the principal person who would serve as Executive Officer, as well as for all staff who will be performing work under this contract. Please limit the statement to one page per person.
6. Contact information for three professional references.
7. Disclosure of potential conflicts of interest with other work or third party contracts.

Submittal Requirements

- A. SOQs must be received no later than 5 p.m., on Friday, August 28, 2026, by email or mail. Proposals received after the deadline will not be accepted. They are to be submitted to:

Jim Underwood, Shasta LAFCO General Counsel
By delivery to jim@jmulawoffice.com; or to [ADD ADDRESS]
Attn: Shasta LAFCO Selection Committee

- B. All SOQs, whether selected or rejected, shall become Shasta LAFCO property.

- C. The cost of preparation of SOQs shall be borne solely by the proposer.
- D. SOQs must be signed by an authorized employee or officer to be considered.

Selection Process

The selection process will include review of SOQs by a Selection Committee appointed by the Commission. The Selection Committee will use the criteria listed below to evaluate the SOQs. At the discretion of the Selection Recommendation committee, additional information may be requested to clarify and explain the SOQs.

- a. Applicability of overall experience and qualifications relating to Executive Officer staffing services.
- b. Evaluation of the scope of services, examining in particular any special techniques, approaches, ideas, and insights to be used in performing the services, along with additional consideration of how previous experiences may contribute to the proposer's ability to carry out the services.
- c. Demonstrated knowledge of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, the California Environmental Quality Act, and California land use and planning law.
- d. Evaluation of the relevancy and quality of previous service contracts/ employment agreements on which the proposer was the sole or lead consultant. Successful experience with local public agencies of similar size and scope to the Shasta LAFCO within the last five (5) years, including pertinent references.
- e. Evaluation of background, experience, knowledge, and capacity to perform quality work within established deadlines and within budget. Candidate shall possess all permits, licenses and insurance necessary to perform the required planning services.

At the discretion of the Selection Recommendation Committee, the Committee may, but is not required to, conduct initial interviews with one or more of the persons or principal parties of the person or entity submitting the proposal.

One or more of the persons or consulting firms with the most highly rated SOQs by the Selection Recommendation Committee may be invited for interviews with the full Commission at a special meeting of the Commission to be held in September 2026. When a final selection is made, all applicants will be advised of the selection. Shasta LAFCO will prepare and provide a proposed contract for professional services for the selected candidate, and that proposed contract will be presented for Commission approval on October 1, 2026.

The Commission reserves the right to cancel this RFQ process at any time, and award a contract to one or more firms, or to decline to award a contract to any firm. The Commission may amend the RFQ at any time, which amendment shall take the form of an addendum published on the Commission's website. It is the responsibility of any prospective firm to take note of any addendum on the Commission's website.

If there are any questions concerning this Request for Qualifications or the selection process, please contact LAFCO Counsel Jim Underwood (530) 739 - 9791.

Selection Process:

SOQs due: August 28, 2026;

SOQ Screening & Selection Committee Interviews: September 2026;

Commission approval of contract for the selected candidate: October 1, 2026;

Start Date: January 1, 2027

Insurance Requirements

The successful proposer shall be required to maintain throughout the term of the contract, and for a minimum of six months following completion by Consultant and acceptance by LAFCO of all services under the contract, the minimum insurance coverages, minimum limits, and endorsements and conditions as described below.

- a. Commercial General Liability - with a limit of not less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage, including contractual liability, personal injury, products and completed operations.
- b. Commercial or Business Automobile Liability - for owned, non-owned or hired automobiles with a combined single limit of not less than \$1,000,000 per occurrence.
- c. Workers' Compensation - Statutory Limits.
- d. Employers Liability Insurance - with a limit of not less than \$100,000 per accident.
- e. Additional Insured Endorsement - The insurance policy or policies as required above, with the exception of commercial or business automobile liability, workers' compensation and employers liability, shall be endorsed to name as additional insured Shasta LAFCO and their directors, officers employees and agents.

Before commencing any operations under the Agreement, the successful proposer shall furnish the Shasta LAFCO with a Certificate of Insurance and copies of all applicable endorsements evidencing compliance with the above insurance requirements and that such insurance will not be canceled or materially changed without thirty (30) days advance written notice.

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

Ronnean Lund
Special District Member

Rosemary Smith
Special District Alternate

Brenda Haynes
Public Member

Vacant
Public Member Alternate

SPECIAL COMMISSION MEETING

Thursday, July 9th, 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 Haynes

2. AGENDA ADOPTION

- a. Agenda - Additions/ Changes

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).

- b. Business/ Campaign Conflict Disclosures

3. SPECIAL PRESENTATIONS - NONE

4. 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. June 4, 2026 Draft Meeting Minutes
- b. May - June 2026 Financial Summary

5. 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.

6. CORRESPONDENCE - NONE

7. CLOSED SESSION - NONE

8. SCHEDULED PUBLIC HEARINGS - NONE

SHASTA LAFCO

9. BUSINESS ITEMS

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

a. Proposed Request for Qualifications for LAFCO Staffing Services

The Commission will consider approving the proposed Request for Qualifications for LAFCO Staffing Services.

10. EXECUTIVE OFFICER REPORT (INFORMATIONAL ONLY) - NONE

11. COMMISSIONER ANNOUNCEMENTS (INFORMATIONAL ONLY)

12. STAFF ANNOUNCEMENTS

13. ADJOURNMENT

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.
