

Les Baugh  
County Member

Larry Farr  
City Member

Stan Neutze  
City Member Alternate

Francie Sullivan  
City Member

Irwin Fust  
Special District Member

Mary Rickert  
County Member Alternate

Brenda Haynes  
Special District Member



Larry Russell  
Public Member

David Kehoe  
County Member

Patricia A. Clarke  
Special District Alternate

Katharine Ann Campbell  
Public Member Alternate

George Williamson  
Executive Officer

James M. Underwood  
General Counsel

Kathy Bull  
Manager

## MINUTES

### Regular Commission Meeting September 6, 2018 City of Shasta Lake Council Chambers

*(These minutes are not intended to be a verbatim transcription of the proceedings and discussion associated with the business on the Commission's agenda; rather, what follows is a summary of the order of business and general nature of testimony, Commission deliberation, and action taken.)*

#### 1. CALL TO ORDER

a. Chairman Fust called the meeting to order at 9:00 a.m. at the City of Shasta Lake Council Chambers, 4488 Red Bluff Street, Shasta Lake, California.

**Present:** Chairman Fust, Vice-Chairman Farr, Commissioners: Baugh, Haynes, Kehoe, Russell and Sullivan (arriving at 9:05 a.m.). Alternate Commissioners Campbell and Neutze were in the audience.

**Staff Present:** Executive Officer George Williamson, Office Manager Kathy Bull, General Counsel Jim Underwood.

**Absent:** Alternate Commissioners Clarke and Rickert.

b. Commissioner Kehoe led the Pledge of Allegiance.

#### 2. PUBLIC COMMENT

No public comments were presented.

#### 3. AGENDA ADOPTION

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

No changes or conflicts were provided.

#### 4. SPECIAL PRESENTATIONS

No special presentations were presented.

#### 5. CONSENT CALENDAR

- a. Minutes from June 7, 2018 Commission Meeting
- b. Fiscal Information – May and June 2018; bank statements, reconciliations, disbursements
- c. Fiscal Year 2018/2019 Accounts Receivable Aging Detail

**Motion** to approve Consent Calendar was presented by Commissioner Kehoe, seconded by Commissioner Baugh and passed by the following votes:

**Ayes:** Baugh, Farr Fust, Haynes, Kehoe, Russell and Sullivan

**Noes:** None

**Abstain:** None

**Absent:** None

## 6. CORRESPONDENCE

### a. Nominations for 2018/2019 CALAFCO Board of Directors

Mr. Williamson provided information regarding Board of Directors nominations and will be attending the annual conference. Voting for the nominated candidates will take place at the conference. The Commission delegated staff to vote.

## 7. SCHEDULED PUBLIC HEARINGS

### a. Central Valley Fire Protection Districts Updated MSR/SOI

The Commission received a letter from the Shasta Lake Fire Protection District stating the Hearing was not properly noticed. Mr. Underwood provided information on holding a public hearing now to receive testimony and then continue the public hearing to a date certain with technical mailed notice.

There was discussion to hold the public hearing to allow individuals present to provide their testimony.

**Motion** to hold Public Hearing was presented by Commissioner Sullivan, seconded by Commissioner Haynes and passed by the following votes:

**Ayes:** Baugh, Farr Fust, Haynes, Kehoe, Russell and Sullivan

**Noes:** None

**Abstain:** None

Chairman Fust opened the Public Hearing. Chief Dennis Beck, Shasta Lake Fire Protection District was concerned about the Sphere of Influence changed that is proposed and wanted more information to enable a good decision for any plans.

Chief Steve Lowe, Anderson Fire Protection District had a concern regarding not receiving updated information on certain documents. With no other testimony, Chairman Fust closed the Public Hearing temporarily until a date certain.

There was discussion regarding the MSR now being out of date due to the Carr Fire Incident. Staff was asked to provide additional information specifically regarding issues relating to the Carr Fire at a future meeting.

**Motion** to Continue Public Hearing to November 1, 2018 was presented by Commissioner Baugh, seconded by Commissioner Kehoe and passed by the following votes:

**Ayes:** Baugh, Farr Fust, Haynes, Kehoe, Russell and Sullivan

**Noes:** None

**Abstain:** None

## 8. NEW BUSINESS

## a. Regular Commission Meeting Schedule for Remainder of 2018

Mr. Williamson explained the August Commission Meeting was cancelled due to the Carr Fire Incident and then rescheduled for September. An Executive Committee Meeting was held August 27<sup>th</sup> which included discussions regarding the remainder of Commission Meetings for 2018. The Executive Committee recommended having a November meeting and no December meeting.

## 9. OLD BUSINESS

## a. Planwest Partners Invoices, George Williamson for May and June 2018

Mr. Williamson provided information regarding invoices that were submitted for payment.

**Motion** to approve the submitted invoices was presented by Commissioner Russell, seconded by Commissioner Haynes and passed by the following votes:

**Ayes:** Baugh, Farr Fust, Haynes, Kehoe, Russell and Sullivan

**Noes:** None

**Abstain:** None

**Absent:** None

b. 4<sup>th</sup> Quarter Financial Budget Reports – End of Year – Budget vs Actual, Revenue Statement, Financial Statement, Balance Sheet

Mr. Williamson provided further information regarding the Final Budget. Ms. Bull explained one invoice for the Fiscal Year 2017/2018 payable to the CPA will be paid in Fiscal Year 2018/2019, so that amount will be held over to the new budget year. The unspent budgeted amount less \$2,500 for the invoice was asked to be placed into the contingency fund.

**Motion** to approve Item 9.b. was presented by Commissioner Baugh, seconded by Commissioner Farr and passed by the following votes:

**Ayes:** Baugh, Farr Fust, Haynes, Kehoe, Russell and Sullivan

**Noes:** None

**Abstain:** None

## c. Cost of Share Apportionment

Ms. Bull outlined a Cost of Share Apportionment for the County, Cities and Special Districts for a period of five years.

## d. RDA Oversight Consolidation – Special District Representative Election Results

Ms. Bull provided information regarding the polling process for the RDA Oversight Consolidation.

10. EXECUTIVE OFFICER REPORT

Mr. Williamson explained staff is working with Fall River Valley Area regarding a consolidation. Staff has been meeting with Special Districts and annexation applicants.

11. CLOSED SESSION

No closed session items were scheduled.

12. COMMISSIONER ANNOUNCEMENTS

No announcements were made.

13. STAFF ANNOUNCEMENTS

- a. Next Regular Meeting is scheduled for Thursday, November 1, 2018 at 9:00 a.m. with location awaiting confirmation.

14. ADJOURNMENT

There being no further business, Chairman Fust adjourned the meeting at 10:15 a.m.

ATTEST:

Kathy Bull  
Kathy Bull  
Acting Clerk to the Commission

APPROVED:

Irwin Fust  
Irwin Fust  
Chairman

DATE: 11/1/2018

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