

Les Baugh  
County Member

Irwin Fust  
Special District Alternate

Larry Farr  
City Member Alternate

Pam Giacomini  
County Member Alternate

James Yarbrough  
City Member

Brenda Haynes  
Special District Member



Francie Sullivan  
City Member

David Kehoe  
County Member

Stephen Morgan  
Special District Member

Dick Fyten  
Public Member

Bob Richardson  
Public Member Alternate

George Williamson  
Executive Officer/

James M. Underwood  
General Counsel

## MINUTES

### Regular Commission Meeting April 7, 2016 Redding City 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 Morgan called the meeting to order at 9:02 a.m. at the City of Redding Council Chambers located at 1450 Court Street, Redding, California.

**Present:** Chairman Morgan; Vice-Chairman Yarbrough; Commissioners Fyten, Haynes, Kehoe, Sullivan, Alternate Commissioner Giacomini. Alternated Commissioners Farr, Fust and Richardson were present in the audience.

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

**Absent:** Commissioner Baugh, Commission Clerk Natalie Johnson

- b. Chairman Morgan led the Pledge of Allegiance.

#### 2. PUBLIC COMMENT

No comments were provided.

#### 3. AGENDA ADOPTION

- a. Agenda Additions/Changes

**Motion** to adopt the agenda was presented by Vice-Chairman Yarbrough, seconded by Commissioner Sullivan and passed by the following votes:

**Ayes:** Fyten, Kehoe, Giacomini, Haynes, Morgan, Sullivan, Yarbrough

**Noes:** None

**Abstain:** None

**Absent:** Baugh

- b. Business/Campaign Conflict Disclosures

No conflicts were disclosed.

#### 4. SPECIAL PRESENTATIONS

No special presentations were provided.

## 5. CONSENT CALENDAR

- a. Financial Reports and Statements
- b. Invoices from Planwest Partnership, George Williamson
- c. Minutes for February 4, 2016 Commission Meeting

**Motion** to approve the consent calendar was presented by Commissioner Yarbrough, seconded by Commissioner Giacomini and passed by the following votes:

**Ayes:** Fyten, Kehoe, Giacomini, Haynes, Morgan, Sullivan, Yarbrough

**Noes:** None

**Abstain:** None

**Absent:** Baugh

## 6. CORRESPONDENCE

An article published in the Record Searchlight on March 30, 2016 entitled "LAFCO strong one year after financial disaster" was read to the public by Commissioner Fyten. Commissioner Kehoe commented that the title of the article was dramatic as there was no real financial disaster with Shasta LAFCO.

## 7. SCHEDULED PUBLIC HEARINGS

- a. Mountain Gate Community Services District Reorganization (Protest Hearing & Potential Action)

Mr. George Williamson, Executive Officer provided information that property owners had been properly noticed for the Protest Hearing. The Hearing was opened to the public.

Tom Wallis, a property owner in the affected area stated he was in support of the annexation.

Chris Kobe, a property owner in the affected area thanked the Commission for their support. The Hearing was closed to the public.

Vice-Chairman Yarbrough asked if LAFCO had received any oral or written protests. Mr. Williamson affirmed no oral or written protests had been received and explained the annexation is complete. A Certificate of Completion will be filed with the County, a description and map will be filed with the State Board of Equalization and closure is reached on this annexation.

- b. Preliminary Budget Fiscal Year 2016/2017 (Potential Action)

Mr. Williamson provided preliminary information for the Budget Year 2016/2017.

The hearing was opened to the public. Alternate Commissioner Fust had a question regarding employee expenses and asked that other expenses be listed on future budgets. The public hearing was closed to the public.

**Motion** to approve the Preliminary Budget for Fiscal Year 2016/2017 was presented by Commissioner Kehoe, seconded by Commissioner Giacomini and passed by the following votes:

**Ayes:** Fyten, Kehoe, Giacomini, Haynes, Morgan, Sullivan, Yarbrough  
**Noes:** None  
**Abstain:** None  
**Absent:** Baugh

## 8. NEW BUSINESS

- a. Shasta LAFCO office move update (Informational)  
Kathy Bull, Office Manager provided information on the move to East Street.
- b. Potential purchase of Software programs (Potential Action)  
George Williams, provided information regarding the need for Commission approval to purchase needed software by using the Planwest credit card and allowing Mr. Williams to bill Shasta LAFCO for the amount paid.

Jim Underwood, General Counsel affirmed there was no procedural problems with this type of transaction. Commissioner Kehoe asked why LAFCO does not pay for software using its own account. Mr. Underwood explained the software can only be purchased via debit or credit card and previously the Commission directed that the Shasta LAFCO's debit card be cancelled for internal control reasons.

Commissioner Sullivan moved for approval and suggested minutes be somewhat specific on the details of approval in order to maintain transparency.

Commissioner Giacomini asked that a credit card receipt be received for reimbursement.

After discussion regarding valid reasons for LAFCO not having a credit card, Commissioner Kehoe said the situation had changed considerably and that the Commission should reconsider obtaining a credit card in the near future.

**Motion** to approve the Executive Officer to purchase software programs by using the Planwest credit card was presented by Commissioner Sullivan, seconded by Commissioner Haynes and passed by the following votes:

**Ayes:** Fyten, Giacomini, Haynes, Morgan, Sullivan, Yarbrough  
**Noes:** Kehoe  
**Abstain:** None  
**Absent:** Baugh

## 9. OLD BUSINESS

No old business was provided.

## 10. EXECUTIVE OFFICER REPORT

- a. Special District Elections Information

Mr. Williamson explained that ballots will be sent to Special District members with a 60 day deadline to return ballots.

Commissioner Kehoe asked that Alternate Commissioner Fust share his concerns regarding the process. Mr. Williamson provided said information.

11. CLOSED SESSION

Pursuant to Government Code Sections 54957(b), the Commission entered into closed session at 9:55 a.m.

Return from closed session to open session at 10:47 a.m. Attorney Jim Underwood stated there was no reportable action.

12. COMMISSIONER ANNOUNCEMENTS

No announcements were provided.

13. STAFF ANNOUNCEMENTS


- a. Next Regular Meeting is scheduled for June 2<sup>nd</sup> at 9:00 a.m. located at the City of Anderson Council Chambers, 1887 Howard Street, Anderson, California.
- b. Potential future Executive Officer "Meet & Greet" with open house.

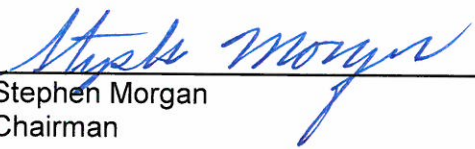
14. ADJOURNMENT

There being no further business, Chairman Morgan adjourned the meeting at 10:50 a.m.

ATTEST:

APPROVED:

  
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Kathy Bull  
Acting Clerk to the Commission

  
\_\_\_\_\_  
Stephen Morgan  
Chairman

DATE: 6/2/2016

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