

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 June 2, 2016 Anderson 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 9:00 a.m. at the City of Anderson Council Chambers located at 1887 Howard Street, Anderson, California.

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

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

**Absent:** Alternate Commissioners Giacomini, Richardson

- b. Commissioner Baugh led the Pledge of Allegiance.

#### 2. PUBLIC COMMENT

No comments were provided.

#### 3. AGENDA ADOPTION

- a. Agenda Additions/Changes

**Motion** to adopt the agenda with Agenda Item 8.d. tabled until August 4, 2016 was presented by Commissioner Fyten, seconded by Commissioner Baugh and passed by the following votes:

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

**Noes:** None

**Abstain:** None

**Absent:** None

- b. Business/Campaign Conflict Disclosures

No conflicts were disclosed.

#### 4. SPECIAL PRESENTATIONS

No special presentations were presented.

## 5. CONSENT CALENDAR

- a. Financial Reports and 3<sup>rd</sup> Quarter Statements
- b. Invoices from Planwest Partners, George Williamson
- c. Minutes for March 24, 2016 and April 7, 2016 Commission Meetings

Commissioner Fyten asked to pull 5.b. Planwest Partners invoices off the consent calendar for discussion.

**Motion** to approve the balance of the consent calendar was presented by Commissioner Baugh, seconded by Commissioner Sullivan and passed by the following votes:

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

**Noes:** None

**Abstain:** Baugh, abstained only on the Minutes as he was not in attendance.

**Absent:** None

Commissioner Fyten referred to an invoice which had an incorrect amount listed and asked for clarification of application processing expenses. A short break was taken to add invoices for correct amounts.

**Motion** to approve the Planwest invoice 16-235.04 in the amount \$4,122 was presented by Commissioner Fyten, seconded by Commissioner Baugh and passed by the following votes:

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

**Noes:** None

**Abstain:** None

**Absent:** None

**Motion** to approve the Planwest invoice 16-235.03 in the amount \$4,178 was presented by Commissioner Baugh, seconded by Commissioner Yarbrough and passed by the following votes:

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

**Noes:** None

**Abstain:** None

**Absent:** None

## 6. CORRESPONDENCE

No correspondence was provided.

## 7. SCHEDULED PUBLIC HEARINGS

- a. Finalized Budget Fiscal Year 2016/2017

Mr. Williamson provided that the proposed budget for Fiscal Year 2016/2017 had been approved at the last Commission Meeting and subsequently mailed proposed budgetary information to all member organizations.

The hearing was opened to the public and with no public comments, hearing was closed to the public.

**Motion** to approve the Finalized Budget for Fiscal Year 2016/2017 was presented by Commissioner Sullivan, seconded by Commissioner Haynes and passed by the following votes:

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

**Noes:** None

**Abstain:** None

**Absent:** None

8. NEW BUSINESS

a. Proposal for long term office space rental

**Motion** to approve the Finalized Budget for Fiscal Year 2016/2017 was presented by Commissioner Sullivan, seconded by Commissioner Haynes and passed by the following votes:

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

**Noes:** None

**Abstain:** None

**Absent:** None

b. Amendment to current Lease Agreement

Mr. Williams explained Ms. Bull found an error in the current lease agreement regarding dates and requested the Commission authorize a corrected agreement.

**Motion** to authorize a corrected lease agreement was presented by Commissioner Sullivan, seconded by Commissioner Baugh and passed by the following votes:

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

**Noes:** None

**Abstain:** None

**Absent:** None

c. Chairman nominations.

There was discussion regarding the length of terms for each commissioner. The Commission moved on to next items while awaiting information regarding terms.

Attorney Underwood provided that according to existing Shasta LAFCO policy, Commission composition term is four years. Mr. Williamson agreed to bring clarification of the policies and terms to the next meeting in August 4, 2016.

Item was tabled until August 4, 2016.

d. Information regarding Resolution to update MSR/SOI for City of Redding was held over for the next meeting of August 4, 2016.

- e. Resolution to dissolve non-functional CSA's 9-Whispering Oaks, 10-Shasta Lake Ranchos, 12-Holiday Acres, 18-Cairns Road, 19-River Oaks, 21-Anderwood, 24-White Oak, 26-Knighton Road as presented December 18, 2014.

Mr. Williams stated a resolution had not been acted upon in the December 13, 2014 and needed approval from the Commission complete.

**Motion** to approve Resolution 2016-04 was presented by Commissioner Haynes, seconded by Commissioner Sullivan and passed by the following votes:

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

**Noes:** None

**Abstain:** None

**Absent:** None

- f. Shasta County Grand Jury Report Discussion

There was discussion regarding a Shasta County Grand Jury Report on Shasta LAFCO which requires a response.

Jerry Monath from Fall River Valley CSD stated there had been a lot of people that complained to the Grand Jury the last few years, and felt there was pressure put on the Grand Jury to look at LAFCO. Mr. Monath gave his appreciation for LAFCO's steps to improve services.

**Motion** to instruct qualified staff to device responses to be considered at the next Commission meeting was presented by Commissioner Baugh, seconded by Commissioner Sullivan and passed by the following votes:

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

**Noes:** None

**Abstain:** None

**Absent:** None

9. OLD BUSINESS

No old business was provided.

10. EXECUTIVE OFFICER REPORT

- a. Special District Elections updated ballot tally 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 explanation of the process.

The Commission took a brief recess at 10:43 before proceeding to next agenda item.

11. CLOSED SESSION

Pursuant to Government Code Sections 54957(b) and 54956.9, the Commission entered into closed session at 10:48 a.m.

Return from closed session to open session at 11:46 a.m. Attorney Jim Underwood stated the Commission agreed to appoint Planwest subject to a few clarifications in the contract. There were no other reportable actions.

12. COMMISSIONER ANNOUNCEMENTS

Commissioner Kehoe suggested a refresher tutorial on the subject of the Brown Act, to which the Commission agreed.

13. STAFF ANNOUNCEMENTS


- a. Next Regular Meeting is scheduled for August 4, 2016 at 9:00 a.m. located at the City of Shasta Lake Council Chambers, 4488 Red Bluff Street, Shasta Lake, California.
- b. Executive Officer "Meet & Greet" with open house in the processing of being planned after move to new location in October.

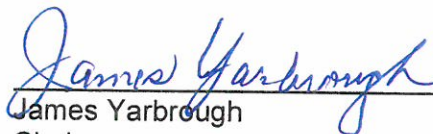
14. ADJOURNMENT

There being no further business, Chairman Morgan adjourned the meeting at 11:50 a.m.

ATTEST:

APPROVED:

  
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 Kathy Bull  
 Acting Clerk to the Commission

  
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 James Yarbrough  
 Chairman

DATE: 8/4/2016

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