

Les Baugh  
County Member  
  
Larry Farr  
City Member  
  
Stan Neutze  
City Member  
  
Francie Sullivan  
City Member Alternate

Irwin Fust  
Special District Member  
  
Mary Rickert  
County Member Alternate  
  
Brenda Haynes  
Special District Member



Vacant  
Public Member  
  
David Kehoe  
County Member  
  
Patricia A. Clarke  
Special District Alternate

Bob Richardson  
Public Member Alternate  
  
George Williamson  
Executive Officer  
  
James M. Underwood  
General Counsel  
  
Kathy Bull  
Office Manager

## MINUTES

### Regular Commission Meeting October 5, 2017 City of Anderson 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 Anderson Council Chambers, 1887 Howard Street, Anderson, California.

**Present:** Chairman Fust, Vice Chairman Farr; Commissioners: Fyten, Haynes, Kehoe and Neutze. Commissioner Baugh arrived at 9:01 a.m. Alternate Commissioner Richardson was present in the audience.

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

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

- b. Commissioner Kehoe led the Pledge of Allegiance.

#### 2. PUBLIC COMMENT

No public comment was provided.

#### 3. AGENDA ADOPTION

- a. Agenda Additions/Changes  
No Changes were presented.
- b. Business/Campaign Conflict Disclosures  
No conflicts were disclosed.

No changes or conflicts were provided.

#### 4. SPECIAL PRESENTATIONS

No special presentations were offered, however, a Home Fire Escape Plan pamphlet was provided to the Commission by the City of Anderson.

#### 5. CONSENT CALENDAR

- a. Minutes from August 3, 2017 Commission Meeting  
b. Fiscal Information – July; bank statement, reconciliation, disbursements  
c. Fiscal Year 2017/2018 Accounts Receivable Aging Detail

Chairman Fust removed Item 5.a. from the Consent Calendar for correction.

**Motion** to approve remaining items on consent calendar items was presented by Commissioner Kehoe, seconded by Commissioner Baugh and passed by the following votes:

**Ayes:** Baugh, Farr, Fust, Fyten, Haynes, Kehoe and Neutze.

**Noes:** None

**Abstain:** None

**Absent:** None

Chairman Fust provided corrections to the August 3, 2017 minutes.

**Motion** to approve consent calendar item 5.a. with corrections was presented by Commissioner Baugh, seconded by Commissioner Kehoe and passed by the following votes:

**Ayes:** Baugh, Farr, Fust, Fyten, Haynes, Kehoe and Neutze.

**Noes:** None

**Abstain:** None

**Absent:** None

## 6. CORRESPONDENCE

- a. Letter from SDRMA regarding no claims paid 2016-2017

Mr. Williamson provided that the letter from SDRMA (Special District Risk Management Authority) acknowledged Shasta LAFCO completed another year of business without filing any claims.

## 7. SCHEDULED PUBLIC HEARINGS

No Public Hearings were scheduled.

## 8. NEW BUSINESS

- a. Regular Commission Meeting Schedule for 2018.

**Motion** to approve the 2018 Regular Commission Meeting Schedule was presented by Commissioner Haynes, seconded by Commissioner Baugh and passed by the following votes:

**Ayes:** Baugh, Farr, Fust, Fyten, Haynes, Kehoe and Neutze.

**Noes:** None

**Abstain:** None

**Absent:** None

- b. Little Hoover Commission August 2017 Report

The Commission was provided an informational report on "Special Districts: Improving Oversight & Transparency" from the Little Hoover Commission which is an independent state oversight agency.

## c. Public Member Commissioner Vacancy

Mr. Williamson explained Commissioner Fyten's Public Member term ended and Commissioner Fyten would not seek another term. Staff distributed a Notice of Opportunity to fill the vacant membership. Consideration of a new Public Member appointment will take place at the December 7<sup>th</sup> Commission Meeting.

Commissioner Kehoe stated that Commissioner Fyten had been a significant asset to the organization, and each additional Commissioner thanked Commissioner Fyten for his service.

## d. Consider Executive Committee Member Appointment

**Motion** to nominate and appoint Commission Baugh to the Executive Committee was presented by Commissioner Kehoe, seconded by Commissioner Haynes and passed by the following votes:

**Ayes:** Baugh, Farr, Fust, Fyten, Haynes, Kehoe and Neutze.

**Noes:** None

**Abstain:** None

**Absent:** None

## e. CalPERS Amortization Schedule

Ms. Bull briefly explained the Annual Valuation Report from CalPERS shows an overall savings of \$16,846 if Shasta LAFCO was able to change from its current 30-year amortization schedule to an alternative schedule of 10 years.

The Commission instructed staff to gather more information regarding any change to the amortization schedule and provide information at a later Commission Meeting.

## 9. OLD BUSINESS

## a. Policy and Procedures Update – Chapter 3 &amp; 4

Mr. Williamson provided information on changes to the Policy and Procedures, Chapter 3 & 4.

**Motion** to approve updated Chapters 3 and 4 of the Policy and Procedures was presented by Commissioner Farr, seconded by Commissioner Haynes and passed by the following votes:

**Ayes:** Baugh, Farr, Fust, Fyten, Haynes, Kehoe and Neutze.

**Noes:** None

**Abstain:** None

**Absent:** None

## b. Planwest Partners Invoices, George Williamson for July and August 2017

Mr. Williamson presented the Planwest Partners invoices for July and August 2017.

**Motion** to approve July and August 2017 invoices for Planwest Partners was presented by Commissioner Baugh, seconded by Commissioner Kehoe and passed by the following votes:

**Ayes:** Baugh, Farr, Fust, Fyten, Haynes, Kehoe and Neutze.

**Noes:** None

**Abstain:** None

**Absent:** None

## 10. EXECUTIVE OFFICER REPORT

Mr. Williamson informed the Commission of attendance to the annual CALFCO Conference, and stated he had received information last week that there will be an election for two Board of Directors. An opportunity for the Commission to vote exists and asked if the Commission wanted him to vote on behalf of Shasta LAFCO and for whom the Commission would select.

**Motion** to authorize George Williamson to cast the vote and make decision was presented by Commissioner Baugh, seconded by Commissioner Fyten. As this item was not on the agenda as an action item, no vote was made.

**Motion** to request to place the CALFCO Election Item on the Agenda as an urgency item was presented by Commissioner Baugh, seconded by Commissioner Fyten and passed by the following votes:

**Ayes:** Baugh, Farr, Fust, Fyten, Haynes and Neutze.

**Noes:** Kehoe

**Abstain:** None

**Absent:** None

**Motion** to authorize George Williamson to cast the ballot and make the choice was presented by Commissioner Baugh, seconded by Commissioner Haynes and passed by the following votes:

**Ayes:** Baugh, Farr, Fust, Fyten, Haynes, Kehoe and Neutze.

**Noes:** None

**Abstain:** None

**Absent:** None

## 11. CLOSED SESSION

Pursuant to Government Code Section 54956.9, the Commission entered into closed session at 10:17 a.m.

Return from closed session to open session at 10:35 a.m. Mr. Underwood stated there were no reportable actions to the closed session item.

## 12. COMMISSIONER ANNOUNCEMENTS

### a. Certificate of Recognition to Dick Fyten

Chairman Irwin presented a Certificate of Recognition to Commissioner Fyten for the efforts provided to the Commission.

Vice-Chairman Farr provided the City of Shasta Lake is in the process of building the new Community Center.

## 13. STAFF ANNOUNCEMENTS

### a. The next Regular Meeting is scheduled for Thursday, December 7, 2017 at 9:00 a.m. located at the City of Shasta Lake Council Chambers.

14. ADJOURNMENT

There being no further business, Chairman Fust adjourned the meeting at 10:39 a.m.

ATTEST:

APPROVED:

\_\_\_\_\_  
Kathy Bull  
Acting Clerk to the Commission

\_\_\_\_\_  
Irwin Fust  
Chairman

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_