

Les Baugh
County Member

Vacant
City Member

Francie Sullivan
City Member

Larry Farr
City Member Alternate

Irwin Fust
Special District Member

Mary Rickert
County Member Alternate

Brenda Haynes
Special District Member



Dick Fyten
Public Member

David Kehoe
County Member

Vacant
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 December 1, 2016 City of Redding 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 Yarbrough called the meeting to order at 9:00 a.m. at the City of Redding Council Chambers, 777 Cypress Street, Redding, California.
Present: Chairman Yarbrough; Vice-Chairman Fust; Commissioners, Baugh, Fyten, Haynes, Kehoe, and Sullivan. Alternate Commissioners Farr, Morgan and Richardson were present in the audience.
Staff Present: Executive Officer George Williamson, General Counsel Jim Underwood and Office Manager Kathy Bull
Absent: Alternate Commissioner Giacomini
 - b. Commissioner David Kehoe led the Pledge of Allegiance.
2. PUBLIC COMMENT
No public comment was provided.
3. AGENDA ADOPTION
 - a. Agenda Additions/Changes
No changes to the agenda were provided.
 - b. Business/Campaign Conflict Disclosures
No conflicts were disclosed.
4. SPECIAL PRESENTATIONS
No special presentations were provided.
5. CONSENT CALENDAR
 - a. Minutes from October 6, 2016 Commission meeting
 - b. Fiscal Information
 - c. 1st Quarter Budget Information

Motion to approve the consent calendar was presented by Commissioner Sullivan, seconded by Commissioner Kehoe and passed by the following votes:
Ayes: Baugh, Fust, Fyten, Kehoe, Sullivan, Yarbrough
Noes: None
Abstain: Haynes
Absent: None
6. CORRESPONDENCE
No Correspondence was provided.
7. SCHEDULED PUBLIC HEARINGS
No public hearings were scheduled.

8. NEW BUSINESS

a. Regular Commission Meetings 2017 Schedule

Motion to approve the 2017 Regular Commission Meeting Schedule was presented by Commissioner Sullivan, seconded by Commissioner Kehoe and passed by the following votes:

Ayes: Baugh, Fust, Fyten, Haynes, Kehoe, Sullivan, Yarbrough

Noes: None

Abstain: None

Absent: None

b. Executive and Fiscal Committee Meetings Policy/Procedure

Mr. Williamson provided information regarding staff starting process to update policies and procedures and asked the Commission for concurrence to begin.

There was discussion regarding why a Commissioner from the Executive Committee was not included in the Fiscal Committee. There was also a question regarding an Alternate Commissioner serving on the Fiscal Committee. Staff was asked for clarification with further information to be provided at the next meeting.

c. Commissioner Terms of Office

Mr. Williamson provided information regarding the current Commissioners terms and the positions that will be vacant. There is a Special District Elections that will be in process to fill the vacant Alternate position for Special Districts Commissioner. A City Mayor Selection Committee is being contacted to provide two regular Commissioners and one alternate Commissioner.

There were questions regarding the city members regarding rotation and terms of the city members. Mr. Underwood stated that according to Cortese-Knox Codes, it is the Mayor Selection Committee's prerogative to decide who will serve on the LAFCO Commission.

d. Fee Schedule Update

An updated Fee Schedule was provided with a change to some verbiage.

Motion to approve the updated Fee Schedule was presented by Commissioner Baugh, seconded by Commissioner Sullivan and passed by the following votes:

Ayes: Baugh, Fust, Fyten, Haynes, Kehoe, Sullivan, Yarbrough

Noes: None

Abstain: None

Absent: None

e. Overall Policy/Procedures Update Schedule for 2017

A schedule for 2017 was provided to update the overall Policy and Procedures.

Motion to approve the Policy/Procedures Update Schedule was presented by Commissioner Fust, seconded by Commissioner Sullivan and passed by the following votes:

Ayes: Baugh, Fust, Fyten, Haynes, Kehoe, Sullivan, Yarbrough
Noes: None
Abstain: None
Absent: None

9. OLD BUSINESS

a. Fiscal Audit FY 2014/2015

Mr. Williams provided the FY 2014/2015 Fiscal Audit completed by Don Reynolds, CPA and asked the Commission to approve the Audit if they were satisfied with the Audit.

Motion to approve the FY 2014/2015 Fiscal Audit was presented by Commissioner Baugh, seconded by Commissioner Haynes and passed by the following votes:

Ayes: Baugh, Fust, Fyten, Haynes, Kehoe, Sullivan, Yarbrough
Noes: None
Abstain: None
Absent: None

b. Information regarding City of Redding MSR/SOI Update Resolution as presented December 18, 2014.

Mr. Williamson provided information regarding needed closure on past action with the MSR/SOI and stated the City of Redding would like this matter continued to the next meeting.

Motion to continue the matter was presented by Commissioner Baugh, seconded by Commissioner Sullivan and passed by the following votes:

Ayes: Baugh, Fust, Fyten, Haynes, Kehoe, Sullivan, Yarbrough
Noes: None
Abstain: None
Absent: None

c. Invoices from Planwest Partners, George Williamson for September and October 2016

Mr. Williams placed Planwest Partners invoices on the Old Business in order for the Commission to discuss without having to pull from the Consent Calendar. These invoices will continue to be placed as an Old Business Item for the purposes of discussion.

Motion to approve the two Planwest invoices was presented by Commissioner Fust, seconded by Commissioner Haynes and passed by the following votes:

Ayes: Baugh, Fust, Fyten, Haynes, Kehoe, Sullivan, Yarbrough
Noes: None
Abstain: None
Absent: None

10. EXECUTIVE OFFICER REPORT

a. Initiate Performance Review

Mr. Williamson provided information on the upcoming process of a performance review for the Executive Officer.

b. CALAFCO Conference Update

Website information was provided for CALAFCO and an upcoming conference.

c. Status of Future Proposals/Pre-Application Agreements

Mr. Williamson provided updated information on a Tiera Robles project stating the subdivision project is working its way through the County process and is also working on an environmental review.

Mr. Williamson and Ms. Bull met with the County Auditor regarding an interest in consolidating two Cemetery Districts.

11. COMMISSIONER ANNOUNCEMENTS

a. Certificate of Appreciation.

The Closed Session Item was switched to Item 12. In order for Vice-Chairman Fust to provide Certificates of Appreciation to Steve Morgan and James Yarbrough. Pam Giacomini was not present to receive hers, however, the certificate will be delivered.

12. CLOSED SESSION

Pursuant to Government Code Sections 54956.9, the Commission entered into closed session at 10:30 a.m.

Return from closed session to open session at 11:00 a.m. Chairman Yarbrough stated there were no reportable actions.

13. STAFF ANNOUNCEMENTS

- a. Next Regular Meeting is scheduled for February 2, 2017 at 9:00 a.m. located at the City of Anderson Council Chamber, 1887 Howard Street, Anderson, California.
- b. Executive Officer "Meet & Greet" with open house was announced.

14. ADJOURNMENT

There being no further business, Chairman Yarbrough adjourned the meeting at 11:01 a.m.

ATTEST:

APPROVED:

 Kathy Bull
 Acting Clerk to the Commission

 Irwin Fust
 Vice-Chairman

DATE: _____

DATE: _____