Les Baugh
County Member

Larry Farr
City Member Alternate

James Yarbrough
City Member

Irwin Fust
Special District Alternate

Pam Giacomini
County Member Alternate

Brenda Haynes
Special District Member

Rick Bosetti
City Member

David Kehoe
County Member

Stephen Morgan
Special District Member

Dick Fyten
Public Member

Bob Richardson
Public Member Alternate

Jan Lopez
Executive Officer

MINUTES
Special Commission Meeting March 6th, 2014
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 Baugh called the meeting to order at 9:00 am at the Redding City Council Chambers located at 777 Easy Cypress Avenue, Redding, California. Commissioners Present: Chairman Baugh, Vice-Chairman Morgan, Commissioner's Fyten, Haynes, Jones, Kehoe, and Yarbrough and Alternate Commissioner Richardson. Staff Present: Executive Officer Jan Lopez, Attorney Jim Underwood, Office Manager Kathy Bull, and Acting Commission Clerk Natalie Johnson. Absent: Commissioner Farr. Alternate Commissioner Fust was present as a member of the audience.

b. Commissioner Fust led the Pledge of Allegiance.

c. The Executive Officer reported on the Mayor's City Selection Committee 2014, stating the City Selection Committee had maintained the City of Shasta Lake and the City of Anderson appointments, but had changed the City of Redding appointments from Patrick Jones to Richard Bosetti. Commissioner Jones verified Richard Bosetti's appointment.

d. Chairman Baugh recognized and offered Commissioner Jones a Certificate of Appreciation for being an outstanding Shasta LAFCO Commissioner. Commissioner Haynes expressed her sincere appreciation to Commissioner Jones and thanked him for his experience and knowledge brought to the Commission. Commissioner Jones thanked Ms Lopez and stated his confidence with current staff of Shasta LAFCO. By direction of Commissioner Baugh, newly appointed Alternate Commissioner Bosetti took the seat for Commissioner Farr.

2. PUBLIC COMMENT

None

3. ADOPTION OF AGENDA

a. Additions or Changes to the Agenda – None

Motion to approve agenda was made by Commissioner Morgan, seconded by Commissioner Yarbrough. Agenda was passed and approved with no objections.

b. Meeting Protocol – Comment card was introduced and distributed.

c. Business/Campaign Conflict Disclosures – None

4. SPECIAL PRESENTATIONS

a. Ms Lopez announced a LAFCO 101 Workshop will be held at the City Council Chambers later today.

5. CONSENT AGENDA

Two items, b.2) and c.2), were pulled from the consent agenda by Commissioner Baugh. Item b.2) was pulled to allow Commissioner Haynes to provide a re-cap of the Budget Committee hearing held on March 24, 2014. Item c.2) was pulled to allow the Anderson City Manager to ask questions of the Committee.

a. Approval of meeting minutes from the January 9th 2014 special meeting, as submitted.

Motion to approve the consent agenda with the exception of items b.2) and c.2) was made by Commissioner Morgan, seconded by Commissioner Haynes and was passed and approved with no objections.

b. Financial reports and statements.

1) Bank Statements were approved as submitted.
2) Budget-Quarterly: Commissioner Haynes reported on the Financial Committee meeting attended by Chairman Baugh, Vice-Chair Morgan and Commissioner Haynes. Budget overages are anticipated while LAFCO undergoes a transitional period and Commissioner Haynes is confident LAFCO can stay within budget parameters.
3) List of Disbursements were approved as submitted.

c. Notification of pending (received) applications.

1) Union School Road Reorganization: Mountain Gate Community Services District was received October 17, 2013. No comments were made.
2) Deschutes Road Area Annexation: City of Anderson; was received December 18, 2013 and a response to comments was received February 24, 2014. Chairman Baugh asked Ms Lopez to clarify when this item will be heard. Ms Lopez responded stated the delay was due to getting applicant comments back on the project. She stated notices will be mailed in March and expects the matter to go before the Commission in May. Chairman Baugh stated he attended a meeting the City of Anderson held regarding this project and asked for clarification on notification periods. Ms Lopez

clarified the notice period for this project and assured it is on track per our normal requirements. The Anderson City Manager, Jeff Kiser, spoke to the Commission and expressed his concern with project delays and thought there was an anticipated goal of February for completion. Ms Lopez responded to Mr Kiser with the normal processing dates and the Commission meeting dates. Commissioner Kehoe expressed his concern meeting the deadlines. Chairman Baugh, Mr Kiser, and Ms Lopez came to an agreement that May, 2014 would be sufficient for the hearing on this project.

Motion made by Commissioner Kehoe, and seconded by Commissioner Morgan, to approve items b.2) and c.2), and was passed and approved with no objections.

6. CORRESPONDENCE & CLAIMS

a. Newsletters and Announcements

b. General Correspondence: None

c. Claims for current extraordinary work performed processing the following applications (per Exhibit B of Executive Officer Agreement): Ms Lopez talked about fees for service claims submitted and reasons for fees collected. Chairman Baugh stated these type of claims are now on the regular agenda to allow transparency to the public. He also commented that fees for services are appropriate and within the parameters of Ms Lopez's consulting contract. Attorney Jim Underwood agreed.

1) File #13-03 – Union School Road Reorganization (Mountain Gate CSD)
2) File #13-04 – Deschutes Road Annexation (City of Anderson)

Motion by Commissioner Haynes, seconded by Commissioner Morgan, to approve the claims as submitted. Motion was passed and approved with no objections.

7. SCHEDULED PUBLIC HEARINGS

a. Biennial Review: Conflict of Interest Code & Designated Positions Resolution for 2014. Chairman Baugh opened the floor for the public to comment. No comments received. Chairman Baugh referred to Ms Lopez to discuss the resolution. Ms Lopez provided an update stating it had been a long time since there was an adoption of this code and once approved will be submitted to the County Board of Supervisors for approval. This will bring the Commission up to date on requirements. She mentioned the 700 Forms that Shasta LAFCO collects. Commissioner Yarbrough tells Ms Lopez the ethics training that the special district completed was excellent and complimented her on her efforts. Commissioner Bosetti commented on the Form 803 and 700 that he filled out recently and updated the Commission. Ms Lopez confirmed that the form will be circulated.

Motion to approve resolution 2014-01 was made by Commissioner Haynes, seconded by Commissioner Fyten. Resolution was passed and approved with no objections.

b. SOI/MSR Update Hearings:

1) Igo-Ono Community Services District: Ms Lopez spoke about the project providing a summary about what the maps include and about the DUC's (Disadvantaged Unincorporated Communities) which this area is considered. Ms Lopez mentioned savings of $2,100.00 from paying the Fish and Game fees due to an exemption Ms Lopez submitted and received approval. Commissioner Haynes clarified with Ms Lopez agency boundaries listed in the draft update study as number 5, and water concerns about the area on the map. Commissioner Morgan asked Ms Lopez about number 6e in the study regarding grants and Rainbow Lake. Chairman Baugh opened the floor for the public to comment and public hearing. Mr John Gil Spencer, Director of the Igo-Ono Community Services District, approached the Commission to answer questions. Mr Spencer talked about funding concerns for the spillway and the addition of 36 feet of water. Commissioner Fyten questioned costs for fixing the spillway. Mr Spencer stated it is estimated at $340,000 - $350,000 and has received an estimate from Vestra. No other public comments were received. Public hearing was closed by the Chairman. Commissioner Fyten asked what LAFCO can do in our report that would be helpful to them with the funding. Ms Lopez replied saying we are including the DUC's into the study to get extra considerations for grants.

Motion to approve resolution 2014-02 was made by Commissioner Kehoe, seconded by Commissioner Yarbrough. Resolution was passed and approved with no objections.

2) County Service Area #15 – Lighting: Commissioner Baugh opened the hearing. Ms Lopez summarized the report, spoke about DUC's, and money savings due to an exemption from Fish and Game. Chairman Baugh gave credit and appreciation for this discovery to Ms Lopez. Baugh opened up the floor for public hearing and to any public comment. No comments received from the District or public. The public hearing was closed.

Motion to approve resolution 2014-03 was made by Commissioner Morgan, seconded by Commissioner Kehoe. Resolution was passed and approved with no objections.

c. Application/proposal Public Hearings:

1) Fall River Valley Community Services District Application for SOI/MSR Update: Ms Lopez her staff report. Commissioner Baugh recognized for the record Ms Lopez's previous work for Fall River Valley CSD. Ms Lopez introduced a guest consultant, Mr Bob Braitman from Braitman & Associates who gave a brief description of his credentials. After a brief five minute break, the floor was turned over to Mr Braitman for his presentation.

A map of old and new boundary lines was displayed and shown as exhibits "B" and "C" in the MSR/SOI update. Mr Braitman discussed the history of Fall River and proposed the Commission approve the MSR/SOI as is, adopting the proposed resolution and Exhibit "C" as new boundary changes. He stated the study is consistent with the County's General Plan for the area and the amended SOI reflects that. There was discussion regarding several key issues on the area excluded, the Big Eddy area,

the airport, the financial status of the District, the General Plan Update, notification requirements, size of parcels on the maps submitted, and concerns over land owners in the Big Eddy area.

Chairman Baugh opened the public hearing. Jerry Morris, Chairman of the Board of the Community Services District, spoke to members of the Commission and reported on what citizens' concerns were, mentioned letters received, and financial data. Bill Johnson addressed the debt concerns, the sewer system, future improvements, fire services, and exclusion area on the map. Diana Rodgers, a citizen of Fall River Area, commented on the advertising of the project and gave a summary of a meeting held in her area. Gary Fasio, a citizen of the Fall River in the Big Eddy area, stated he has septic and water, and doesn't need the services from the CSD. The public comment period was closed.

Commissioner Kehoe stated his concern over public comments made and would like the time extended for this project before voting. There was discussion regarding public notice time frame. Commissioner Baugh responded saying that this item is for approval of a resolution for an updated SOI, not an annexation, and a delay would stall any future grants and plans to move forward. Baugh states there is no other agency providing these services for this area.

Motion to approve resolution 2014-04 was made by Commissioner Bosetti, seconded by Commissioner Morgan. Resolution was passed and approved with one objection from Commissioner Kehoe.

d. Continued Hearings: None

e. Conduction Authority Hearings: None

f. Annual Budget Hearings: None

8. NEW BUSINESS: None

9. OLD BUSINESS: (*Continued or non-hearing related matters)*

a. Commission Committee Reports: Fiscal & Executive

b. Review of Commission Committees. Ms Lopez gives her staff report.

1) Amend Policy 2.2 and 2.6.
2) Executive Committee: Agreed by the Commission the Chair, Vice Chair, and Commissioner Haynes will sit on this committee.
3) Fiscal Committee (three seated Commissioners without respect to agency served). Includes oversight for annual budget development. Agreed that Chairman Baugh, Vice-Chairman Morgan and Commissioner Fyten will sit on this committee.

c. Affirm committee appointments for remainder of fiscal year.

Motion made by Commissioner Boestti to amend the policy per the Executive Officer's recommendations, seconded by Commissioner Haynes, was passed and approved with no objections.

10. CLOSED SESSION: Chairman Baugh closes the open meeting to go into closed session at 12:10 p.m.

a. Items under consideration during closed session

1) Pursuant to Government Code Section 54956.9: Existing Litigation (Briggs, et al. v. Shasta LAFCO)
2) Pursuant to Government Code Section 54956.9: Potential Litigation

b. Return to Open Session & Announcement of Any Reportable Actions. The Chairman reconvened the meeting from closed session at 1:05 p.m. Mr Underwood stated for the record no action was taken.

Chairman Baugh called for a short recess and announced the meeting business will continue after the LAFCO 101 Workshop. The Chairman opened the workshop at 1:30 p.m. welcoming everyone to the workshop and informed the public the Commission is still in session. He handed the floor over to Ms Lopez and Mr Braitman for the presentation.

11. EXECUTIVE OFFICER REPORT:

Meeting was called to order by Chairman Baugh for continued business at 3:05 p.m. Baugh reported which members and staff present. Chairman Baugh, Vice-Chairman Morgan and Commissioners, Fyten, Haynes, were present. Commissioners Jones, Kehoe, Yarbrough were absent. Staff members Ms Lopez, Ms Bull, and Ms Johnson were present.

a. Administrative & Operations:

1) Staffing. Ms Lopez announced new staff member, Natalie Johnson.

2) Operations. Ms Lopez announced Shasta LAFCO is making progress on the restructuring of the fiscal budget from FY 2011/2012 and next will be FY 2012/2013 with thanks to Ms Bull and her experience with finances and entering in all the data.

b. Other staff reports:

1) California Department of Fish & Wildlife CEQA Environmental Document Filing Fees. A staff report is presented by Ms Lopez. She informed the Commission of monetary savings due to the No Effect Determinations (NED) being completed.

12. COMMISSIONER ANNOUNCEMENTS:

Commissioner Morgan announced the City of Shasta Lake St. Patrick's Day dinner held by the Lion's Club. Commissioner Haynes briefly talked about Fish & Wildlife exemptions and legislation. Chairman Baugh recognized staff's hard work on moving LAFCO forward completing projects on schedule. He encouraged shorter staff reports, bullet pointed, and be very direct yet legally sufficient. Commissioner Fyten thanked Ms Lopez for the new binders and having packets organized, and mailing packets or emailing staff reports would be sufficient.

13. STAFF ANNOUNCEMENTS:

Ms Lopez reported Ms Bull will be updating our website with more up-to-date information and making the site more public friendly.

a. LAFCO 101 Workshop was held earlier in the day.

b. Next meeting date and location will be April 3, 2014 at the Shasta Lake City Council Chambers.

c. Future proposed agenda items

   1) SOI/MSR for Resource Conservation Districts
   2) SOI/MSR Mosquito Abatement & Vector Control Districts

d. CALAFCO Staff Workshop will be held April 23-25 in Berkeley, "Building Bridges to the Future: Collaboration & Cooperation"; office staff will be attending with the office being closed during that time.

14. ADJOURMENT

There being no further business, Chairman Baugh adjourned the meeting at 3:20 p.m.

ATTEST:

K. Bull

Kathy Bull
Acting Clerk to the Commission

DATE: 5-1-2014

APPROVED:

Les Baugh
Chairman

DATE: 5/17/14