

SHASTA LAFCO

Local Agency Formation Commission of Shasta County

1670 Market Street, Suite 244, Redding CA 96001

Phone: (530) 225-5558 • Fax: (530) 225-5582 • Web: www.calafco.org

REGULAR MEETING **Thursday, February 5, 2004** **3:00 p.m.**

The Local Agency Formation Commission welcomes you to its meetings which are regularly scheduled for the first Thursday of each month beginning at 3:00 p.m. in the Board of Supervisors Chambers in the Shasta County Courthouse, 1500 Court Street, Redding, California. *(From time to time a meeting date and/or time may be changed due to holidays or other conditions which necessitate doing so.)* Your interest is encouraged and appreciated.

AGENDA

1. Call to Order/Roll Call/Introductions

A. Welcome New LAFCO Clerk

2. Pledge of Allegiance: Chairman Fust

3. Open Time: Persons wishing to address the Commission on a matter, which is not listed on the agenda for a public hearing, should notify the Commission Clerk prior to the start of the meeting. Pursuant to Government Code Section 54950, *action or Commission discussion cannot be taken* on Open time matters other than to receive the comments and, if deemed appropriate and necessary, to refer the subject matter to staff for follow-up and/or to schedule the matter on a subsequent agenda.

4. Consent Agenda: The following items are expected to be routine and non-controversial. They will be acted upon by the Commission at one time without discussion. Any Commission member, staff member, or interested person or party may request that an item be removed from the Consent Agenda *for later discussion*.

A. Minutes/Previous Meetings: December 4, 2003 (*Consent Action*)

B. Communications/Publications: None

C. Other: Register of Claims/Journal Entries, 2nd Quarter, FY 03-04

5. Legislation: No Report

6. Operations & Administration:

A. Budget & Fiscal Affairs:

1. FY 2003-2004 Mid-Year Report (Information)
2. LAFCO Cost-Share Collection (Information)
3. Authorization to Sign Claims and Expenditures: Interim Executive Officer and LAFCO Chair (Action)
4. Authorization of Personnel Committee to Investigate Executive Officer Position Alternatives For the Purpose of Budget Discourse (Discussion & Action)

B. Policies & Procedures: None

C. Other: Appointment of Alternate Public Member (Information)

SHASTA LAFCO

Meeting Agenda - February 5, 2004

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7. Special Studies/Reports:

A. Municipal Services Reviews:

1. Draft - Volume III, Part IV - Shasta Community Services District (*Continued Public Hearing and Action*)

B. Municipal Services Reviews: Oral Status Report (*Information*)

8. Changes of Organization and/or Reorganization:

A. Non-100% Consent - Public Hearing Required: None

B. Conducting Authority Proceedings - Public Hearing Required: None

9. Other Business: None at this time. (*Action*)

10. Commissioner Announcements

11. Staff Announcements

A. Next Meeting - March 4, 2004

12. Closed Session: None

13. Closed Session Report

14. Adjourn

Commissioners

Patricia "Trish" Clarke • Larr Farr • Irwin Fust
Dan Gover • John Mathena • Lynn Miller • Larry Russell
Alternates: Marvin Bennett • Keith Webster • Molly Wilson

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REGULAR MEETING **Thursday, March 4, 2004** **3:00 p.m.**

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AGENDA

1. Call to Order/Roll Call/Introductions

2. Pledge of Allegiance: Commissioner Gover

3. Open Time: Persons wishing to address the Commission on a matter, which is not listed on the agenda for a public hearing, should notify the Commission Clerk prior to the start of the meeting. Pursuant to Government Code Section 54950, *action or Commission discussion cannot be taken* on Open time matters other than to receive the comments and, if deemed appropriate and necessary, to refer the subject matter to staff for follow-up and/or to schedule the matter on a subsequent agenda.

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A. Minutes/Previous Meetings: February 05, 2004 (*Consent Action*)

B. Communications/Publications: None

C. Other: None

5. Legislation: No Report

6. Operations & Administration:

A. Budget & Fiscal Affairs:

1. FY 2003-2004 Corrected Mid-Year Report (*Information*)

2. FY 2003-2004 Budget Calendar Adopted (*Action*)

3. Personnel Committee Report, re: Consultants vs. Employee Executive Officer Option (*Information/Action*)

B. Policies & Procedures: None

C. Other: Appointment of Alternate Public Member (*Action*)

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Meeting Agenda - March 4, 2004
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7. Special Studies/Reports:

A. Municipal Services Reviews: None

B. Municipal Services Reviews: Oral Status Report (*Information*)

8. Changes of Organization and/or Reorganization:

A. Non-100% Consent - Public Hearing Required: None

B. Conducting Authority Proceedings - Public Hearing Required: None

9. Other Business: None at this time. (*Action*)

10. Commissioner Announcements

11. Staff Announcements

A. Next Meeting - April 1, 2004

12. Closed Session: None

13. Closed Session Report

14. Adjourn

Commissioners

Patricia "Trish" Clarke • Irwin Fust • Dan Gover
John Mathena • Lynn Miller • Larry Russell • Keith Webster
Alternates: Marvin Bennett • Larry Farr • Molly Wilson

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REGULAR MEETING Thursday, April 1, 2004 - 3:00 p.m.

The Local Agency Formation Commission welcomes you to its meetings which are regularly scheduled for the first Thursday of each month beginning at 3:00 p.m. in the Board of Supervisors Chambers in the Shasta County Courthouse, 1500 Court Street, Redding, California. (From time to time a meeting date and/or time may be changed due to holidays or other conditions which necessitate doing so.) Your interest is encouraged and appreciated.

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AGENDA

1. Call to Order/Roll Call/Introductions

2. Pledge of Allegiance: Commissioner Mathena

3. **Open Time:** Persons wishing to address the Commission on a matter, which is not listed on the agenda for a public hearing, should notify the Commission Clerk prior to the start of the meeting. Pursuant to Government Code Section 54950, *action or Commission discussion cannot be taken* on Open time matters other than to receive the comments and, if deemed appropriate and necessary, to refer the subject matter to staff for follow-up and/or to schedule the matter on a subsequent agenda.

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A. Minutes/Previous Meeting: March 4, 2004 (*Consent Action*)

B. Communications/Publications: None

C. Other: None

5. Legislation: AB 1936 (Berg)

6. Operations & Administration:

A. Budget & Fiscal Affairs:

1. Proposed Budget for FY 2003-2004; Public Hearing and Consideration for Adoption (*Action*)
2. FY 2003-2004 3rd Qtr. Claims Register (*Information*)

B. Personnel Matters:

1. Personnel Committee Report, re: Applications Received for Executive Officer Position (*Action*)
2. Direction to Staff and/or Legal Counsel, re: Investigate Options regarding the Status of LAFCO Staff (Current Clerk and Future Long-term EO) Continuing to Serve as County Employees versus LAFCO Employees (*Action*)

C. Policies & Procedures: None

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Meeting Agenda - April 1, 2004

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D. Other: Appointment of Alternate Public Member (*Action*)

7. Special Studies/Reports:

A. Municipal Services Reviews: None

B. Municipal Services Reviews: Oral Status Report (*Information*)

8. Changes of Organization and/or Reorganization:

A. 100% Consent - Public Hearing Waived: Hufangel Annexation to CSA No. 8 - Palo Cedro Sewer

B. Conducting Authority Proceedings - Public Hearing Required: None

9. Other Business: None at this time. (*Action*)

10. Commissioner Announcements

11. Staff Announcements

A. Next Meeting - May 6, 2004

12. Closed Session: None

13. Closed Session Report

14. Adjourn

Commissioners

Patricia "Trish" Clarke • Irwin Fust • Dan Gover
John Mathena • Lynn Miller • Larry Russell • Keith Webster
Alternates: Marvoin Bennett • Larry Farr • Molly Wilson

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REGULAR MEETING Thursday, May 6, 2004 - 3:00 p.m.

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AGENDA

1. Call to Order/Roll Call/Introductions

2. Pledge of Allegiance: Commissioner Miller

3. **Open Time:** Persons wishing to address the Commission on a matter, which is not listed on the agenda for a public hearing, should notify the Commission Clerk prior to the start of the meeting. Pursuant to Government Code Section 54950, *action or Commission discussion cannot be taken* on Open time matters other than to receive the comments and, if deemed appropriate and necessary, to refer the subject matter to staff for follow-up and/or to schedule the matter on a subsequent agenda.

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A. Minutes/Previous Meeting: April 1, 2004 (*Consent Action*)

B. Communications/Publications: None

C. Other: None

5. Legislation: AB 1936 (Berg)

6. Operations & Administration:

A. Budget & Fiscal Affairs:

1.

2. FY 2003-2004 3rd & 4th Qtr. Claims Register (*Information*)

B. Personnel Matters:

1. Personnel Committee Report, re: Hiring of Executive Officer Position (*Action*)

2.

C. Policies & Procedures: None

SHASTA LAFCO

Meeting Agenda – May 6, 2004

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D. Other: Appointment of Alternate Public Member (*Action*)

7. Special Studies/Reports:

A. Municipal Services Reviews: Mountain Gate Community Services District (*Action*)

B. Municipal Services Reviews: Oral Status Report (*Information*)

8. Changes of Organization and/or Reorganization:

A. None

B. Conducting Authority Proceedings – Public Hearing Required: None

9. Other Business: None at this time. (*Action*)

10. Commissioner Announcements

11. Staff Announcements

A. Next Meeting – June 3, 2004

12. Closed Session: None

13. Closed Session Report

14. Adjourn

Commissioners

Patricia “Trish” Clarke • Irwin Fust • Dan Gover
John Mathena • Lynn Miller • Larry Russell • Keith Webster

Alternates: Marvoin Bennett • Larry Farr • Molly Wilson

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REGULAR MEETING Thursday, June 3, 2004 - 3:00 p.m.

The Local Agency Formation Commission welcomes you to its meetings which are regularly scheduled for the first Thursday of each month beginning at 3:00 p.m. in the Board of Supervisors Chambers in the Shasta County Courthouse, 1500 Court Street, Redding, California. (From time to time a meeting date and/or time may be changed due to holidays or other conditions which necessitate doing so.) Your interest is encouraged and appreciated.

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AGENDA

1. **Call to Order/Roll Call/Introductions**
2. **Pledge of Allegiance:** Commissioner Miller
3. **Open Time:** Persons wishing to address the Commission on a matter, which is not listed on the agenda for a public hearing, should notify the Commission Clerk prior to the start of the meeting. Pursuant to Government Code Section 54950, *action or Commission discussion cannot be taken* on Open time matters other than to receive the comments and, if deemed appropriate and necessary, to refer the subject matter to staff for follow-up and/or to schedule the matter on a subsequent agenda.
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 - A. Minutes/Previous Meeting: April 1, 2004 (*Consent Action*)
 - B. Communications/Publications: None
 - C. Other: None
5. **Legislation:**
 - A. Legislative Information: AB 1936, Berg (*Information*)
 - B. Legislative Action: Letter to Author, re: AB 2306, Richman (*Action*)
6. **Operations & Administration:**
 - A. Budget & Fiscal Affairs:
 1. Proposed Budget for FY 2004-2005; Public Hearing and Consideration for Adoption (*Action*)
 2. FY 2003-2004 3rd & 4th Qtr. Claims Register (*Information*)
 - B. Personnel Matters:

1. Personnel Committee Report, re: Hiring of Executive Officer Position (*Action*)

C. Policies & Procedures:

1. Election of Chairman and Vice-Chairman (*Action*)

D. Other: Appointment of Alternate Public Member (*Action*)

7. Special Studies/Reports:

A. Municipal Services Reviews: None

B. Municipal Services Reviews: Oral Status Report (*Information*)

8. Changes of Organization and/or Reorganization:

A. None

B. Conducting Authority Proceedings – Public Hearing Required: None

9. Other Business: None at this time.

10. Commissioner Announcements

11. Staff Announcements

A. Next Meeting – July 1, 2004

12. Closed Session: None

13. Closed Session Report: None

14. Adjourn

Commissioners

*Patricia "Trish" Clarke • Irwin Fust • Dan Gover
John Mathena • Lynn Miller • Larry Russell • Keith Webster
Alternates: Marvin Bennett • Larry Farr • Molly Wilson*

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SPECIAL MEETING

Thursday, July 22, 2004 - 3:00 p.m.

The Local Agency Formation Commission welcomes you to its meetings which are regularly scheduled for the first Thursday of each month beginning at 3:00 p.m. in the Board of Supervisors Chambers in the Shasta County Courthouse, 1500 Court Street, Redding, California. (From time to time a meeting date and/or time may be changed due to holidays or other conditions which necessitate doing so.) Your interest is encouraged and appreciated.

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AGENDA

1. Call to Order/Roll Call/Introductions

2. Pledge of Allegiance: Chairman Russell

3. Open Time: Persons wishing to address the Commission on a matter, which is not listed on the agenda for a public hearing, should notify the Commission Clerk prior to the start of the meeting. Pursuant to Government Code Section 54950, *action or Commission discussion cannot be taken* on Open time matters other than to receive the comments and, if deemed appropriate and necessary, to refer the subject matter to staff for follow-up and/or to schedule the matter on a subsequent agenda.

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A. Minutes/Previous Meeting: June 3, 2004 (*Consent Action*)

B. Communications/Publications: None

C. Other: None

5. Legislation:

A. Legislative Report (*Information*)

6. Operations & Administration:

A. Budget & Fiscal Affairs:

1. FY 2003-2004 - 4th Qtr. Claims Register (*Information*)

2. FY 2004-2005 - 1st Qtr. Claims Register (*Information*)

B. Personnel Matters: None

C. Policies & Procedures:

1. Change of Regular Meeting Time from 3:00 pm to 10:00 am (*Action*)

D. Other: Appointment of Alternate Public Member (*Action*)

7. **Special Studies/Reports:**

A. Municipal Services Reviews: None

B. Municipal Services Reviews: Status Report (*Information*)

8. **Changes of Organization and/or Reorganization:**

A. None

B. Conducting Authority Proceedings – Public Hearing Required: None

9. **Other Business:** None at this time.

10. **Commissioner Announcements**

11. **Staff Announcements**

A. Next Meeting - September 2, 2004

12. **Closed Session:** None

13. **Closed Session Report:** None

14. **Adjourn**

Commissioners

Patricia "Trish" Clarke • Irwin Fust • Dan Gover
John Mathena • Lynn Miller • Larry Russell • Keith Webster
Alternates: Marvin Bennett • Larry Farr • Molly Wilson

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Local Agency Formation Commission of Shasta County

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REGULAR MEETING

Thursday, September 2, 2004 - 10:00 a.m.

The Local Agency Formation Commission welcomes you to its meetings which are regularly scheduled for the first Thursday of each month beginning at 3:00 p.m. in the Board of Supervisors Chambers in the Shasta County Courthouse, 1500 Court Street, Redding, California. (From time to time a meeting date and/or time may be changed due to holidays or other conditions which necessitate doing so.) Your interest is encouraged and appreciated.

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AGENDA

1. **Call to Order/Roll Call/Introduction of New Alternate Public Member**
2. **Pledge of Allegiance:** Commissioner Webster
3. **Open Time:** Persons wishing to address the Commission on a matter, which is not listed on the agenda for a public hearing, should notify the Commission Clerk prior to the start of the meeting. Pursuant to Government Code Section 54950, *action or Commission discussion cannot be taken* on Open time matters other than to receive the comments and, if deemed appropriate and necessary, to refer the subject matter to staff for follow-up and/or to schedule the matter on a subsequent agenda.
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 - A. Minutes/Previous Meeting: July 22, 2004 (*Consent Action*)
 - B. Communications/Publications: None
 - C. Other: None
5. **Legislation:**
 - A. Legislative Report (*Information*)
6. **Operations & Administration:**
 - A. Budget & Fiscal Affairs:
 1. FY 2004-2005 - 1st Qtr. Claims Register (*Information*)
 2. Legal Counsel Agreement (*Action*)
 3. LAFCO/County Administrative Services Agreement (*Action*)

Meeting Agenda – September 2, 2004

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B. Personnel Matters:

1. Consideration of Executive Officer Increase of Hours, From 60% to 80% Status (Action)

C. Policies & Procedures:

1. Consideration of Municipal Service Review Policy; re: Limiting LAFCO Reorganizations Until Completion of MSR by Agency (Action)
2. Review and Discussion of Staff Research, re: LAFCOs with Additional City Representation (Information)

7. Special Studies/Reports:

A. Municipal Services Reviews: None

B. Municipal Services Reviews: Status Report (Information)

C. Municipal Services Review Methodology: Fire Districts as a Collaborative Study (Action)

8. Changes of Organization and/or Reorganization:

A. None

B. Conducting Authority Proceedings – Public Hearing Required: None

9. Other Business: None at this time.

10. Commissioner Announcements

11. Staff Announcements

A. Next Meeting – October 7, 2004

12. Closed Session: None

13. Closed Session Report: None

14. Adjourn

Commissioners

Patricia "Trish" Clarke (County) • Irwin Fust (County) • Dan Gover (At Large)

John Mathena (City) • Lynn Miller (Special Districts) • Larry Russell (Special Districts) • Keith Webster (City)

Alternates: Marvin Bennett (Special Districts) • Larry Farr (City) • Molly Wilson (County) • Jeffrey Lee Edwards (At Large)

Chairman: Larry Russell **Vice-Chairman:** Lynn Miller

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REGULAR MEETING Thursday, October 7, 2004 - 10:00 a.m.

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AGENDA

1. **Call to Order/Roll Call/Introductions**
2. **Pledge of Allegiance:** Commissioner Clarke
3. **Open Time:** Persons wishing to address the Commission on a matter, which is not listed on the agenda for a public hearing, should notify the Commission Clerk prior to the start of the meeting. Pursuant to Government Code Section 54950, *action or Commission discussion cannot be taken* on Open time matters other than to receive the comments and, if deemed appropriate and necessary, to refer the subject matter to staff for follow-up and/or to schedule the matter on a subsequent agenda.
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 - A. Minutes/Previous Meeting: September 2, 2004 (*Consent Action*)
 - B. Communications/Publications: None
 - C. Other: None
5. **Legislation:**
 - A. Legislative Report (*Information*)
6. **Operations & Administration:**
 - A. Budget & Fiscal Affairs:
 1. FY 2004-2005 - 1st Qtr. Claims Register (*Information*)
 2. FY 2004-2005 - 1st Qtr. Payroll Register (*Information*)
 3. Facilities Management, Approve Lease for 1670 Market Street, Suite 244, Redding, CA.
 - B. Personnel Matters: None
 - C. Policies & Procedures: None

Meeting Agenda - October 7, 2004

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7. Special Studies/Reports:

- A. Municipal Services Reviews: None
- B. Municipal Services Reviews: Status Report (*Information*)
- C. Announcement of the Consolidated Fire MSR Meeting: November 16, 2004

8. Changes of Organization and/or Reorganization:

- A. Annexation 04/03-CSA #8 - Palo Cedro Sewer (Winegar)
- B. Annexation 04/04-CSA #17 - Cottonwood Sewer (Velazquez)
- C. Conducting Authority Proceedings - Public Hearing Required: None

9. Other Business: None at this time.

10. Commissioner Announcements

11. Staff Announcements

- A. Next Meeting - November 4, 2004

12. Closed Session: None

13. Closed Session Report: None

14. Adjourn

Commissioners

Patricia "Trish" Clarke (County) • Irwin Fust (County) • Dan Gover (At Large)

John Mathena (City) • Lynn Miller (Special Districts) • Larry Russell (Special Districts) • Keith Webster (City)

Alternates: Marvin Bennett (Special Districts) • Larry Farr (City) • Molly Wilson (County) • Jeffrey Lee Edwards (At Large)

Chairman: Larry Russell Vice-Chairman: Lynn Miller

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REGULAR MEETING Thursday, December 2, 2004 - 10:00 a.m.

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AGENDA

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2. **Pledge of Allegiance:** Commissioner Fust
3. **Open Time:** Persons wishing to address the Commission on a matter, which is not listed on the agenda for a public hearing, should notify the Commission Clerk prior to the start of the meeting. Pursuant to Government Code Section 54950, *action or Commission discussion cannot be taken* on Open time matters other than to receive the comments and, if deemed appropriate and necessary, to refer the subject matter to staff for follow-up and/or to schedule the matter on a subsequent agenda.
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 - A. Minutes/Previous Meeting: October 7, 2004 (*Consent Action*)
 - B. Communications/Publications: None
 - C. Other: None
5. **Legislation:**
 - A. Legislative Report (*Information*)
6. **Operations & Administration:**
 - A. Budget & Fiscal Affairs:
 1. FY 2004-2005 - 1st & 2nd Qtr. Claims Register (*Information*)
 2. FY 2004-2005 - 1st & 2nd Qtr. Payroll Register (*Information*)
 - B. Personnel Matters: None
 - C. Policies & Procedures: None

Meeting Agenda – December 2, 2004

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7. Special Studies/Reports:

- A. Municipal Services Reviews: None
- B. Municipal Services Reviews: Status Report (*Information*)
- C. Report on the Consolidated Fire MSR Meeting Held November 16, 2004.

8. Changes of Organization and/or Reorganization:

- A. Annexation: None
- B. Conducting Authority Proceedings – Public Hearing Required: None

9. Other Business: None at this time.

10. Commissioner Announcements

11. Staff Announcements

- A. Next Meeting – January 6, 2005

12. Closed Session: None

13. Closed Session Report: None

14. Adjourn

Commissioners

Patricia “Trish” Clarke (County) • Irwin Fust (County) • Dan Gover (At Large)

John Mathena (City) • Lynn Miller (Special Districts) • Larry Russell (Special Districts) • Keith Webster (City)

Alternates: *Marvin Bennett (Special Districts) • Larry Farr (City) • Molly Wilson (County) • Jeffrey Lee Edwards (At Large)*

Chairman: *Larry Russell* **Vice-Chairman:** *Lynn Miller*