

**Lassen Local Agency Formation Commission**

**Regular Meeting Agenda**

**MONDAY – August 13, 2018**

**3:00 PM**

**Board of Supervisors Chambers  
707 Nevada Street  
Susanville, CA.**

**(Website: [www.lassenlafco.org](http://www.lassenlafco.org))**

**1. Call to order: Pledge of Allegiance**

Commissioners

Todd Eid, Chair, Public Member  
Brian Wilson, City Member  
Joe Franco, City Member, Vice-Chair  
Jeff Hemphill, County Member  
Chris Gallagher, County Member

Alternate Members

David Teeter, County Member Alt.  
Kevin Stafford, City Member Alt.  
Jim Chapman, Public Alt.

LAFCO Staff

John Benoit, Executive Officer  
John Kenny, LAFCO Counsel  
Gwenna MacDonald, Clerk

**2. Election of Lassen LAFCo Chair and Vice-Chair for FY 2018-2019.**

- a. *Election of the LAFCo Chair for FY 2018-2019*
- b. *Election of the LAFCo Vice-Chair for FY 2018-2019*

**3. Approval of Agenda (Additions and Deletions)**

**4. Correspondence:**

**5. Approval of Minutes:** *Approval of the Minutes of the June 11, 2018 LAFCo meeting.*

**6. Public Comment**

This is the time set aside for citizens to address the Commission on any item of interest to the public that is within the subject matter jurisdiction of the Commission. For items that are on the agenda, public comment will be heard when the item is discussed. If your comments concern an item that is noted as a public hearing, please address the Commission after the public

hearing is opened for public testimony. The Chairman reserves the right to limit each speaker to three (3) minutes. Please understand that by law, the Commission cannot make decisions on matters not on the agenda.

**Action Items:**

- 7. Discussion regarding the Standish Litchfield Fire Protection District activities with Chief Mike Fuller.**
  - a. *The Commission may provide direction to staff regarding further action.*
  
- 8. Discussion regarding the Clear Creek Community Services District.**
  - a. *The Commission may provide direction to staff regarding further action.*
  
- 9. Review Draft Lassen Modoc County Flood Control and Water Conservation District (LMCFCWCD– Service Review (MSR) and Sphere of Influence (SOI))**
  - a. *Review Draft LMCFCWCD MSR and SOI and provide comments to staff.*
  - b. *Set hearing for adoption at the October 8, 2018 LAFCo meeting*
  
- 10. Biennial Conflict of Interest Review**
  - a) *Review memo and authorize the Chair to sign and transmit the 2018 Biennial Conflict of Interest form to the County Clerk.*
  
- 11. Designate Joe Franco to represent Lassen LAFCo to vote matters at the CALAFCo annual conference on October 3-5, 2018**
  - a. *Authorize Joe Franco to vote on matters at the CALAFCo Annual Conference October 3-5, 2018.*
  
- 12. Authorize payment of Claims for June 2018 and July 2018**
  - a) *Authorize payment of claims for June 2018 and July 2018.*
  
- 13. Executive Officer's Monthly Report**
  - a) *Seating Special Districts on LAFCo*
  - b) *Fire and EMS Service Review*
  - c) *Big Valley Recreation District (Community Services District) Service Review*
  
- 14. Commissioner Reports - Discussion**

*This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCO, and legislative matters.*
  
- 15. Adjourn to the next meeting to take place on Monday October 8, 2018 at 3:00 P.M.**

**Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56325.1**

*The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.*

**Public Comment**

Members of the public may address the Commission on items not appearing on the agenda, as well as any item that does appear on the agenda, subject to the following restrictions:

- Items not appearing on the agenda must be of interest to the public and within the Commission's subject matter jurisdiction.
- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).

**Public Hearings**

Members of the public may address the Commission on any item appearing on the agenda as a Public Hearing. The Commission may limit any person's input to a specified time. Written statements may be submitted in lieu of or to supplement oral statements made during a public hearing.

**Agenda Materials**

*Materials related to an item on this agenda submitted to the Commission after distribution of the agenda are available for review for public inspection in the Clerk's office located at the City of Susanville, 66 North Lassen Street, Susanville CA. and the Lassen Co. Community Development Office located at 707 Nevada Street, Susanville CA. [such documents are also available on the Lassen LAFCo website ([www.lassenlafco.org](http://www.lassenlafco.org)) to the extent practicable and subject to staff's ability to post the documents prior to the meeting]*

**Accessibility**

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting.

The location of this meeting is wheelchair-accessible.

**Disclosure & Disqualification Requirements**

Pursuant to Government Code Sections 56700.1 and 57009 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, and 82015 and 82025 of the Political Reform Act applicants for LAFCO approvals and those opposing such proposals are required to report to LAFCo all political contributions and expenditures with respect to a proposal that exceeds \$1,000. LAFCO has adopted policies to implement the law, which are available on the Commission's webpage. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals. Additional information may be obtained by calling the Fair Political Practices Commission at (916) 322-5660.

A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

**Contact LAFCO Staff**

LAFCO staff may be contacted at (530) 257-0720 or by email at [lafco@co.lassen.ca.us](mailto:lafco@co.lassen.ca.us). Copies of reports are located on the LAFCO webpage at: [www.lassenlafco.org](http://www.lassenlafco.org)