

LASSEN COUNTY LOCAL AGENCY FORMATION COMMISSION
City Council Chambers 66 N. Lassen St. Susanville, CA 96130

REGULAR MEETING
Monday, August 14, 2023

Meeting called to order at 3:03 p.m. by Chair Eid.

Members present: Commissioner McCourt, Commissioner Neely, Vice Chair Gallagher, and Chair Eid.
Absent: Commissioner Stafford.

Staff Present: Jennifer Stephenson, Executive Officer, and Ruth McElrath, Building Permit Tech.

Approval of Agenda: Motion by Vice Chair Gallagher, seconded by Commissioner McCourt to approve agenda as submitted. Motion carried. Ayes: Gallagher, McCourt, Neely and Eid.

Correspondence: Ms. Stephenson said there was no official correspondence directed to the Commission. There has been a lot of correspondence received from the community group in Spalding, but none for the agenda packet.

Approval of the June 12, 2023, meeting minutes Motion by Commissioner Gallagher, seconded by Commissioner Neely to approve the June 12, 2023, minutes. Motion carried: Ayes: Gallagher, Neely, McCourt and Eid.

Public Comment: Dan Douglas, who conducts fire risk assessments throughout the county, said there are currently 12 Firewise recognized communities, soon to be 13. His concern is the Sphere of Influence with some of the fire districts. River Bench along Highway 36 is not represented by a fire district, and the Lake Forest Fire District is interested, but he doesn't know the procedures to get the process started. Due to the fires, insurance is increasing or is being denied and we need to get as many Firewise communities as possible.

Seating Special Districts on LAFCo

Ms. Stephenson stated it has been brought up several times about seating special districts on LAFCo.

She explained LAFCOs generally consist of five or seven members. There are five members if it's just two city councilmembers, two board of supervisors and a public member. A special district would include two additional positions and an alternate. Half of the counties have special district representation. The process is straightforward but does require coordination with all special districts in the county. To get the process started, the Commission would adopt a resolution and direct staff to send out a letter of invitation.

Chair Eid asked if they could request a reason as to why they want to join LAFCo.

Ms. Stephenson responded this would be LAFCo initiated. She added that in a County with only one City, a majority of LAFCo's decisions regard special districts and they should have a voice in those decisions and processes.

Vice Chair Gallagher said it's always nice to have a say in what goes on with LAFCo. Special districts have different input than cities or counties because they deal with different issues. Financing is always a question though and how much a special district can provide. That can be a tricky spot that comes up when a special district wants to join.

Ms. Stephenson responded there is code that a special district contributes 1/3 of the budget. The individual apportionment is based on the ratio of their operating budget to all operating budgets in the county. If it's a small district, she estimates a smaller district would only be paying a small fraction of the 1/3 of the LAFCo costs. It's oftentimes less than \$100.

Barbara Willard, public alternate member, asked if they would choose from two different districts or from the same district.

Ms. Stephenson responded it would preferably be from two separate districts.

She continued that the entire process of seating representatives would have to be coordinated by the districts, and she would be an administrator in the process. The first step is receiving written nominations from the districts, then a formal voting process for each one. It's highly unlikely because she knows there are several districts that would like to have a voice.

Ms. Stephenson cited advantages of being on LAFCo - having a seat at the table and the decisions regarding the districts including Municipal Service Reviews and Sphere of Influence updates, reorganization, and building better relationships between the districts and LAFCo.

The Commission held further discussion regarding the process of seating special districts and the process will begin in October.

Authorize payment of claims

Motion by Vice Chair Gallagher, seconded by Commissioner McCourt to authorize payment of claims for June 2023 and July 2023. Motion carries: Ayes: Gallagher, McCourt, Neely and Eid.

Executive Officers Monthly Report

- a. Spalding CSD MSR Status – Ms. Stephenson said the Spalding CSD MSR is still in process. She will be scheduling an ad hoc committee meeting in the next several weeks. The release of a public review draft will be ready mid-September, hopefully providing one month to review prior to the October meeting.
- b. City annexation – Ms. Stephenson said there is an application for the Skyline aggregate quarry to annex into the City for the purpose of receiving utilities. It is at a stage of which comes first as LAFCo requires CEQA documentation to process, but the City needs to know the application is in process to get annexed because the General Plan amendment that provides the CEQA

documentation. The process won't be finalized until after CEQA, and she estimates it will be about five to six months before it's done.

- c. Leg Committee- Ms. Stephenson said there is nothing significant to report at this time.
- d. CALAFCo conference – Ms. Stephenson provided an update on Commissioner Neely's attendance at the conference.

Commissioner Reports- Discussion: None

Adjourn to the next meeting on August 14, 2023: Motion by Vice Chair Gallagher to adjourn at 3:29 p.m.

Todd Eid, Chair

Ruth McElrath, Building Permit Technician

Approved _____