

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

REGULAR MEETING  
Monday, December 8, 2025

**1. Call to Order** Meeting called to order at 3:02 p.m. by Chair Eid.

A. **Roll Call** Commissioner Scanlan, Commissioner Neely, Commissioner Miller, Vice Chair Schuster and Chair Eid.

**B. Pledge of Allegiance**

Staff Present: Jennifer Stephenson, Executive Officer, attended meeting via Zoom, and Ruth McElrath, Clerk.

After Pledge of Allegiance, Chair Eid states Sam Williams, of lassennews.com is in attendance.

**2. Approval of Agenda:** Motion by Vice Chair Schuster, seconded by Commissioner Scanlan to approve agenda as submitted. Motion carried: Schuster, Scanlan, Neely, Miler and Eid.

**3. Correspondence:** Ms. Stephenson explains there is a letter regarding Spalding Community Services District (CSD) and LAFCo's role. LAFCo has received numerous complaints and inquiries about what LAFCo can do about their concerns. This is a general letter and response to requests.

Mr. Williams asks what the issues are.

Ms. Stephenson recommends looking at the Spalding CSD Municipal Services Review (MSR), which was approved last year by the Commission. She explains it is a detailed report on the district and concerns and complaints regarding the district's operations. There is a wide variety of concerns in the report and LAFCo made recommendations on how the district can make improvements. LAFCo did a one-year follow-up in June.

She continues that there have been challenges with maintaining staff to do the work, but the district finally hired an interim general manager to move forward with things like a budget.

Chair Eid also comments about the lengthy process. LAFCo agrees it has limited responsibility beyond doing the MSR but agreed to utilize Ms. Stephenson's services for counsel and meetings with the district.

Motion by Commissioner Scanlan, seconded by Commissioner Schuster to approve the letter to the Spalding CSD. Motion carried. Ayes: Scanlan, Schuster, Neely, Miller and Eid.

**4. Approval of minutes:** Motion by Commissioner Scanlan, seconded by Commissioner Miller to approve the October 20, 2025, meeting minutes. Motion carries. Ayes: Scanlan, Miller, Schuster, Neely, and Eid.

**5. Authorize payment of claims:** Ms. Stephenson briefly explains the claims are standard and includes reimbursements from the CALAFCO conference. Motion by Commissioner Miller, seconded by Vice Chair Schuster to authorize payment of claims for October and November 2025. Motion carries. Ayes: Miller, Schuster, Neely, Scanlan and Eid.

**6. Public comments:** Ms. Stephenson states there are two people online and she wants to make sure they do not want to make comment.

She identifies the individuals as Chief Al Rocca and Sal Hanna, who are working on the formation of the park district.

**7. Purchase of OWL for use during meetings:** Commissioner Neely asks why they can't use the city's streaming capabilities.

Ms. Stephenson responds it was her understanding that individual commissions bring their own. She continues that this is an effort to hold meetings online, particularly for accessibility issues, which is becoming a public focus.

Chair Eid comments that LAFCo has met offsite and having its own would make that ideal. For \$900, the upside would be having it tuned in and ready for a meeting.

After brief discussion, it was decided to table the matter so that further research could be done.

Chair Eid concludes he respects saving every dollar.

**8. Presentation on Processing an Application:** Item tabled so Ms. Stephenson can give the presentation in person.

**9. Approve regular meeting schedule for 2026:** Motion by Vice Chair Schuster, seconded by Commissioner Scanlan to approve the 2026 meeting schedule. Motion carried. Ayes: Schuster, Scanlan, Neely, Miller and Eid.

**10. Executive Officer Report:**

A. Conference report – Ms. Stephenson provides an update on the CALAFCO conference. She states there was a meeting regarding transforming LAFCo and the conference was productive and well-attended. She recommends the commissioners look through the presentation she included in the packet.

B. Spalding Community Services District (CSD) quarterly report – Ms. Stephenson recommends looking at the summary of her meeting with Spalding CSD staff. They are set to meet again soon and work toward a strategy to address the recommendations LAFCo has made.

C. Little Valley CSD MSR Status – Ms. Stephenson explains the MSR had been waylaid due to turnover of the district board members. She has finally received a lot of information that was requested, and she will be drafting the MSR.

D. Seating of special districts on LAFCo – Ms. Stephenson explains they are still waiting on the county to approve the alternate funding formula. The item was presented at a board of supervisors meeting about a month and a half ago. The supervisors still need to approve a resolution, with a possible date in January.

12. **Commissioner Reports** – Chair Eid thanks Commissioner Scanlan for attending the CALAFCO conference.

Commissioner Scanlan states it was extremely educational. He shared a discussion he had with a supervisor from Yuba County where they are building 4,000 homes. LAFCo’s mission is regulating urban sprawl, and this supervisor is using his position on LAFCo to facilitate growth where they can.

Chair Eid thanks Ms. Stephenson for submitting his Lifetime Achievement Award, and for all the work Ms. Stephenson does for LAFCo.

The Commissioners hold brief discussion about Ms. Stephenson being in attendance at the Jan. 16 board of supervisors meeting to discuss the alternate funding for LAFCo. Ms. Stephenson comments that she plans to be there.

13. **Adjournment** – Meeting adjourned at 3:25 p.m.

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Todd Eid, Chair

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Ruth McElrath, Clerk

Approved\_\_\_\_\_