

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

REGULAR MEETING
Monday, August 12, 2024

Meeting called to order at 3:17 p.m. by Chair Eid.

1. Call to Order Commissioner Neely, Commissioner Miller, Commissioner Schuster, and Chair Eid.
Absent: Vice Chair Gallagher.

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

2. Approval of Agenda: Motion by Commissioner Neely, seconded by Commissioner Schuster to approve agenda. Motion carries. Ayes: Neely, Schuster, Miller and Eid.

3. Correspondence: None

4. Approval of minutes Motion by Commissioner Schuster, seconded by Commissioner Miller to approve the June 10, 2024 minutes. Motion carries. Ayes: Schuster, Miller, Neely and Eid.

5. Authorize payment of claims for June and July Motion by Commissioner Miller, seconded by Commissioner Schuster to approve payment of claims Motion carries. Ayes: Miller, Schuster, Neely and Eid.

6. Public Comment: None

7. Seating Special Districts on LAFCO – Ms. Stephenson explains there was further discussion at the last meeting. The proposed fee structure was not placed on the City and County's agendas in time, and it will have to wait until October. Both have draft resolutions to consider the 16 percent funding structure for special districts.

She further states she attended another special district meeting with the Lassen Chapter. There were other local districts in attendance and were supportive of joining LAFCo.

8. Susanville Sanitary District Municipal Service Review – Ms. Stephenson states a public review draft of the SSD MSR has been reviewed by the district itself.

The public review is open through Sept. 9. She will bring it back at the October meeting where they will be adopting determinations, sphere of influence options and recommendations.

9. Lassen LAFCO Website Update – Ms. Stephenson explains she had a web designer do an overhaul of the website. The web designer did a fantastic job making it clear, as well as the contrasting that is required for the ADA component.

Major public notices will be posted there as well.

Commissioners comment that the web site looks good.

10. Approve CALAFCO Conference Commissioner Attendees Ms. Stephenson states it was budgeted for one commissioner to attend the CALAFCO conference held from Oct. 16 through Oct. 18.

She explains that LAFCO 101 happens first thing Wednesday morning, so the commissioner can arrive on the 15th to attend that session. Whoever is chosen to go will also be the voting delegate.

The Commission holds discussion regarding who will attend.

Commissioners Miller and Schuster state they are not available to attend this year. Commissioner Neely says he will need to check his schedule.

There is discussion to see if Vice Chair Gallagher is available to attend.

11. Executive Officer Report

A. Public Member Alternate – Ms. Stephenson states they are still in need of a public member alternate. Any interested person cannot be an officer of any other agency that's under LAFCo's jurisdiction. Interested applicants can send a letter of interest, share their background and why they are interested.

B. City Annexation – Ms. Stephenson shares that a City annexation is coming in the next year, and they will be working closely with City. There hasn't been an annexation for last 14 years, and it will be a good process to get going with both City and County.

Commissioner Neely inquires about the annexation.

Ms. Stephenson responds it is a single parcel for a gas station.

12. Commissioner Report - None

13. Adjourn: Meeting adjourned at 3:31 p.m.

Todd Eid, Chair

Ruth McElrath, Building Permit Technician

Approved_____

