

The Commission will hold a hybrid meeting which will allow public participation in person and online via Zoom video conference. Commissioners will attend in person in accordance with the Brown Act unless otherwise noticed or approved in accordance with AB 2449. Instructions for remote public participation are included below.

Join Zoom Meeting:

<https://us02web.zoom.us/j/84393317666?pwd=eWR2TWg4bFc1MFhWVUNQazNSbUQxUT09>

**Meeting ID:** 843 9331 7666

**Passcode:** 740955

**Call in:** 1 (669) 900-6833

**1. CALL TO ORDER/ROLL CALL**

A. Roll Call

**2. PRESENTATIONS/ANNOUNCEMENTS**

A. Trinity Public Utilities District – Paul Hauser, General Manager

**3. CONSENT CALENDAR (*Potential Action*)**

A. Approval of Minutes from April 15, 2025 Regular Commission Meeting

**4. PUBLIC COMMENT OPPORTUNITY**

This portion of the meeting provides an opportunity for members of the public to address the Commission on matters not on the agenda, provided that the subject matter is within the jurisdiction of the Commission. No action may be taken on off-agenda items unless authorized by law. All statements that require a response will be referred to staff for reply in writing.

**5. PUBLIC HEARINGS (*Potential Action*)**

A. Final Budget and Workplan for FY2025-26

*The Commission will consider approving the final budget and workplan for FY2025-26 for submittal to the County Auditor.*

**6. BUSINESS (*Potential Action*)**

A. Strategic Planning Discussion: Strengthening LAFCo Coordination with Special Districts

*The Commission will participate in an informal strategic planning discussion focused on how Trinity LAFCo can strengthen coordination with special districts.*

**7. EXECUTIVE OFFICER'S REPORT/CORRESPONDENCE (*Information Only*)**

**8. COMMISSIONER'S COMMENTS**

**9. ADJOURNMENT**

*The next LAFCo meeting is scheduled for August 19, 2025, at 4:00 p.m. at the Trinity County Library Meeting Room in Weaverville.*

*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.*

*All persons are invited to provide public testimony and submit written comments to the Commission. All written materials received by staff before 12:00 p.m. on the day of the meeting will be distributed to the Commission. If you wish to submit written material at the meeting, please supply 10 copies.*

Accessibility

The location of this meeting is wheelchair accessible. If other accommodations are required to assist a person with a disability to participate in the meeting, please contact the Executive Officer or Commission Clerk at least 24 hours before the meeting.

Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Trinity LAFCo must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can 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 \$500 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agent (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.

Late-Distributed Materials. Any material submitted to the Commission after this agenda is posted will be made available for public inspection as soon as possible on the LAFCo website [trinitylafco.org](http://trinitylafco.org).

Contact LAFCo Staff. For additional information please contact [krystle@trinitylafco.org](mailto:krystle@trinitylafco.org).

## **AGENDA ITEM 2.A.**

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**MEETING:** June 17, 2025  
**TO:** Trinity LAFco Commissioners  
**FROM:** Colette Santsche, Executive Officer  
**SUBJECT:** Presentation by Trinity Public Utilities District

### **BACKGROUND**

Trinity LAFco offers a standing agenda item titled “Presentations/Announcements” at the start of each regular meeting. This item is available to spotlight local agency partners and foster greater collaboration, transparency, and awareness of shared challenges and opportunities within Trinity County.

Going forward, staff intends to regularly invite special districts and agency partners to present brief updates on key initiatives, recent accomplishments, and ongoing efforts that may be of interest to the Commission and the broader LAFco mission.

### **DISCUSSION**

At this meeting, we are pleased to welcome Paul Hauser, General Manager of Trinity Public Utilities District (PUD). Mr. Hauser will provide an update on the activities of Trinity PUD, with a focus on the District’s right-of-way (ROW) expansion project, including goals, progress to date, and coordination with partner agencies.

Trinity PUD plays a critical role in maintaining and expanding essential utility services throughout the county. This presentation is an opportunity for Commissioners to better understand the District’s planning efforts, infrastructure investments, and emerging priorities.

### **RECOMMENDATION**

Receive presentation and ask clarifying questions as necessary.

Attachments:  
None

*These minutes are not intended to be a verbatim transcription of the proceedings and discussion associated with the business on the Commission's agenda; rather, what follows is a summary of the order of business and general nature of testimony, Commission deliberation, and action taken. Votes are shown in abbreviated format when unanimous (Ayes-Noes-Abstain).*

**1. CALL TO ORDER/ROLL CALL**

**A. Roll Call**

Chair Cox called the meeting to order at 4:00 pm.

Members present: Commissioners Julia Brownfield, Anna Burke\*, Heidi Carpenter-Harris, Jill Cox, Jake Grossman-Crist, Andrew Johnson, and Alternate Commissioner Joe Kasper.

Members absent: Commissioner Corbett, Alternate Commissioners Liam Gogan and Lisa Harper.

Staff Present: Colette Santsche, Executive Officer (EO), Krystle Brogna, Clerk/Analyst

\*Participated remotely.

Commissioner Burke requested to participate remotely for emergency circumstances under AB 2449 due to an illness. Commissioners agreed to remote participation.

**2. PRESENTATIONS/ANNOUNCEMENTS**

A. None

**3. CONSENT CALENDAR**

**A. Approval of Minutes from February 18, 2025 Regular Commission Meeting**

**Motion** to approve the consent calendar was presented by Commissioner Burke, seconded by Commissioner Carpenter-Harris, and passed by 6-0-0 roll call vote.

**4. PUBLIC COMMENT OPPORTUNITY**

No public comment was received.

**5. PUBLIC HEARINGS**

**A. Proposed Budget and Workplan for FY 2025-26**

EO Santsche introduced the staff report and provided an overview of the proposed budget, including planned revenues and expenditures for the upcoming fiscal year. She noted that, consistent with prior years, projected revenues fall short of covering total planned expenses. She emphasized that this shortfall persists despite staffing levels and associated service costs remaining flat for many years. To help stabilize the agency's finances and close the structural gap, staff is recommending a phased 5% annual increase in member agency contributions over the next several years.

Commissioners held discussion on the budget including whether a more substantial annual increase in member contributions should be considered to expedite financial stability, The appropriate timing for rebuilding LAFCo's financial reserves, and the potential need to revisit and update LAFCo's financial policies in the future. It was also noted that the County Auditor-Controller's Office continues to administer invoicing and collection of member contributions on behalf of LAFCo.

**Motion** to adopt Resolution 25-02 approving the proposed FY 2025-26 LAFCo budget for distribution to member agencies was presented by Commissioner Burke, seconded by Commissioner Grossman-Crist, and passed by 6-0-0 roll call vote.

## **6. BUSINESS**

### **A. Status of Post Mountain Public Utilities District**

EO Santsche introduced the staff report and provided an update on ongoing coordination with PMPUD, including regular communication with the District's Board Chair. The District is exploring additional funding opportunities to enhance services, including a proposed special tax dedicated to road maintenance. This measure is anticipated to go before voters in November 2026. The existing \$24 annual fire assessment would remain unchanged and continue to support fire protection services.

PMPUD Board President Blong Yang shared insights on the District's current status and ongoing efforts to improve local services and increase community engagement. He also raised concerns about disruptive behavior by an active board member, including inappropriate conduct during meetings, repeated interruptions, and obstruction of official proceedings. Commissioners inquired whether the District required outside support to address this governance issue and suggested that County Counsel may be able to assist.

Further discussion focused on the status of volunteer firefighter training, the need for additional gear and equipment, and the purpose and scope of the proposed road assessment. Commissioners acknowledged the significant scale of road repair needs and the added complexity of managing infrastructure across multiple jurisdictions. EO Santsche noted that the District's recent rate study proposes an annual parcel tax of approximately \$173 to support ongoing road maintenance. However, this estimate assumes that all parcels are contributing and that the existing infrastructure is already in "good" condition. Commissioners recognized the substantial challenge this presents for a small district and emphasized that coordination with the U.S. Forest Service, Trinity County, and the broader community will be critical in identifying a viable long-term solution.

### **B. Status of Current and Future Applications**

EO Santsche introduced the staff report and provided an overview of current applications. The two annexation applications for Trinity County Waterworks District #1 have been recorded with the County and are ready to be filed with the State Board of Equalization.

### **C. Public Member Appointment**

EO Santsche introduced the staff report and provided a summary of the current terms of office for the Commission's public members. Public notice was provided regarding the open public member position. Only one application was received from incumbent Anna Burke.

**Motion** to appoint Anna Burke as Public Member for the next four-year term was presented by Commissioner Carpenter-Harris, seconded by Commissioner Grossman-Crist, and passed by 6-0-0 roll call vote.

## **7. EXECUTIVE OFFICER'S REPORT/CORRESPONDENCE (Information Only)**

EO Santsche noted that there are changes occurring with CALAFCO. A Northern Region meeting is being scheduled for May and the annual staff workshop will be taking place at the end of April. Staff will continue to follow proposed changes and report back to the Commission with any updates.

## **8. COMMISSIONERS' COMMENTS**

Commissioner Burke thanked the other commissioners for reappointing her as a regular public member and also for allowing her to participate in the meeting via Zoom.

Commissioner Kasper read out a statement regarding the potential effects of federal firings on the community and requested help setting up a meeting of regional resource agencies to discuss ways to help individuals affected by the recent layoffs.

9. **ADJOURNMENT**

There being no further business, Chair Cox adjourned the meeting at 5:15 pm.

ATTEST:

\_\_\_\_\_  
Krystle Brogna, Clerk

DATE: \_\_\_\_\_

## **AGENDA ITEM 5.A.**

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**MEETING:** June 17, 2025  
**TO:** Trinity LAFCo Commissioners  
**FROM:** Colette Santsche, Executive Officer  
**SUBJECT:** Final Budget for Fiscal Year 2025-26

### **BACKGROUND**

Local Agency Formation Commissions (LAFCos) are responsible for annually adopting a proposed budget by May 1<sup>st</sup> and a final budget by June 15<sup>th</sup> in accordance with Government Code Section 56381. State law specifies the proposed and final budgets shall, at a minimum, be equal to the budget adopted for the previous fiscal year unless LAFCo finds the reduced costs will nevertheless allow the agency to fulfill its prescribed regulatory and planning duties.

### **DISCUSSION**

The Proposed FY2025-26 Budget was approved by the commission at the April 15, 2025 Regular Commission meeting and sent to all participating member agencies, including Trinity County, for review and potential comment. To date, no comments have been received on the proposed budget.

#### **Funding Sources:**

Trinity LAFCo's annual operating expenses are principally funded through appropriations from the County and Special Districts, in addition to application fees. Each fiscal year, after the Commission adopts the final budget, the County Auditor apportions operating expenses between the County and the independent special districts. Statutory authority allows the County Auditor to collect the amounts apportioned.

#### **Operating Expenses:**

The proposed operating expenses reflect the anticipated staffing services, daily operational needs, and preparation of municipal service reviews and sphere of influence updates. No changes in operating expenses are proposed from the prior fiscal year.

#### **Operating Revenues:**

Staff is recommending an approximate 5% increase to contributions from local funding agencies in Fiscal Year 2025-26 to reduce reliance on reserves needed to balance the operational budget.

#### **Proposed Work Plan:**

As stated above, the proposed budget is intended to cover basic operating and administration expenses of the commission. This includes the development of municipal service reviews and sphere of influence updates for special districts throughout the county. As part of the Fiscal Year 2025-26 budgeting process, staff is proposing the following work plan which has been updated based on Commission comments received during the proposed budget hearing:

Activity	Tentative Time Frame
<b>Planning and Regulatory Activities</b>	
Post Mountain PUD MSR/SOI Follow-up	Ongoing
Down River Regional Fire Services MSR/SOI Update	Aug/Oct 2025 Hearing
Countywide Park and Recreation Services MSR/SOI Update	Dec/Feb 2026 Hearing
Trinity County Resource Conservation District MSR/SOI Update	Apr/Jun 2026 Hearing
Change of Organization/Reorganization Proposals (0-1/yr)	Ongoing
Out of Agency Service Requests (0-1/yr)	Ongoing
Agency Pre-application Meetings	Ongoing
<b>Administrative Activities (Priority 1)</b>	
2025-26 budget, claim forms, tracking	Ongoing
2025 CALAFCO Annual Conference in San Diego, CA	Oct 22-24, 2025
2026 CALAFCO Staff Workshop	TBD
Public information/communications	Ongoing
Website Maintenance and Updates	Ongoing
GIS Boundary Mapping Updates	Ongoing
<b>Administrative Activities (Priority 2)</b>	
Public Records Requests	As needed
Respond to Grand Jury Reports	As needed
LAFCo Policy Review and Revisions	As needed
State Legislation Monitoring and Position Letters	As needed
Comment on LAFCo-related local government proceedings	As needed

## **RECOMMENDATION**

Staff recommends the Commission approve the Final Budget and workplan for Fiscal Year 2025-26 referenced in Resolution No. 2025-05 and as outlined in Attachment A, with any requested changes; direct staff to submit the final budget to the County Auditor for apportionments.

*“I move to adopt Resolution 2025-05, approving the Final FY 2025-26 Budget and directing staff to submit the adopted budget to the Trinity County Auditor-Controller’s Office.”*

Attachments:

- A. Trinity LAFCo FY 2025/2026 Final Budget
- B. Resolution 2025-05



# Trinity LAFCo Budget

Categories	Acct #	FY 2022/23 Adopted Budget	FY 2022/23 Year End Actual	FY 2023/24 Adopted Budget	FY 2023/24 Amended Budget	FY 2023/24 Year End Actual	FY 2024/25 Adopted Budget	FY 2024/25 Mid Year Actual	FY 2025/26 Final Budget
<b>REVENUES:</b>									
Interest	6601	-	2,257.84	-	-	921.33	-	-	-
LAFCo Fees (Applications)	8404	5,000	400.00	5,000	5,000	-	5,000	10,000	5,000
Cont From Other Agencies:									
County	9282	14,500	14,500.00	15,000	15,000	15,000.00	15,500	15,500	16,400
Indep Spec Districts	9285	14,500	14,697.49	15,000	15,000	14,281.08	15,500	14,521	16,400
TOTAL Revenues		\$ 34,000	\$ 31,855.33	\$ 35,000	\$ 35,000	\$ 30,202	\$ 36,000	\$ 40,021	\$ 37,800
<b>EXPENDITURES:</b>									
Memberships	2240	1,500	1,243.00	1,500	1,500	1,346.00	1,500	1,378.00	1,500
Office	2260	600	247.36	600	600	524.01	600	247.73	600
Professional & Specialized:	2300	45,800	16,283.75	45,800	59,800	53,547.99	45,800	30,167.50	45,800
- Staffing services		25,000	12,394.25	25,000	33,000	32,274.00	25,000	14,756.25	25,000
- MSR/SOI		15,000	3,717.00	15,000	21,000	20,981.00	15,000	9,258.75	15,000
- Applications		5,000	172.50	5,000	5,000	-	5,000	6,152.50	5,000
- Legal Counsel		500	-	500	500	-	500	-	500
- Web Service		300	-	300	300	292.99	300	-	300
Publications & Legal Notices	2500	500	84.92	500	550	529.81	500	260.94	500
Transportation & Travel	2750	1,500	597.50	1,500	1,500	1,109.46	1,500	604.34	1,500
Training	2756	-	-	-	-	-	-	-	-
Contrib to Non LAF Agency	3200	-	-	-	-	-	-	-	-
Transfer Out		-	-	-	-	-	-	-	-
TOTAL Expenditures		\$ 49,900	\$ 18,456.53	\$ 49,900	\$ 63,950	\$ 57,057.27	\$ 49,900	\$ 32,659	\$ 49,900
Operating Difference		\$ (15,900)	\$ 13,398.80	\$ (14,900)	\$ (28,950)	\$ (26,855)	\$ (13,900)	\$ 7,363	\$ (12,100)
<i>(Negative Balance Indicates Use of Reserves)</i>									
<b>FUND BALANCE/RESERVES</b>									
Beginning Year Fund Balance		\$ 80,983		\$ 94,381					
Ending Year Fund Balance			\$ 94,381			\$ 67,527			

**RESOLUTION NO. 2025-05**

**ADOPTING A FINAL BUDGET  
FOR FISCAL YEAR 2025-26**

**WHEREAS**, the Trinity Local Agency Formation Commission is required by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 to adopt a final budget for the next fiscal year no later than June 15; and

**WHEREAS**, at a noticed public hearing on April 15, 2025, the Commission adopted a proposed budget and directed the Executive Officer to circulate the proposed budget to each member agency for review and comment; and

**WHEREAS**, the Executive Officer prepared a report with recommendations for a final budget; and

**WHEREAS**, the Commission heard and fully considered all the evidence presented at its public hearing on the final budget; and

**WHEREAS**, the Commission determined the final budget projects staffing and program costs of the agency as accurately and appropriately as is possible.

**NOW THEREFORE, IT IS RESOLVED, DETERMINED AND ORDERED** as follows:

1. The final budget for Fiscal Year 2025-26 as outlined in Exhibit A is hereby approved and by this reference incorporated herein;
2. The overall operating costs provided in the proposed budget will allow the Commission to fulfill its regulatory and planning responsibilities as required under Government Code Section § 56381(a);

**THE FOREGOING RESOLUTION** was introduced at a regular meeting of the Trinity LAFCo Commission on the 17<sup>th</sup> day of June, 2025, and adopted by the following roll call vote:

AYES:

NOES:

ABSTAINS:

ABSENT:

ATTEST:

APPROVED:

\_\_\_\_\_  
Colette Santsche  
Executive Officer

\_\_\_\_\_  
Jill Cox  
Chair

## **AGENDA ITEM 6.A.**

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**MEETING:** June 17, 2025  
**TO:** Trinity LAFco Commissioners  
**FROM:** Colette Santsche, Executive Officer  
**SUBJECT:** Strategic Planning Discussion: Strengthening LAFco Coordination with Special Districts

### **BACKGROUND**

Trinity LAFco is responsible for facilitating orderly growth and efficient service delivery through local agency boundary changes and the review of municipal service providers. A core part of LAFco's role includes supporting the long-term sustainability of special districts and exploring opportunities for improved governance structures.

Trinity County's special districts face significant challenges. Many operate with limited budgets, aging infrastructure, and ongoing difficulties with recruitment and retention of volunteers. These pressures often affect service reliability and long-term viability, making some districts potential candidates for consolidation or shared services.

LAFco has a unique role in identifying and supporting opportunities for collaboration, consolidation, and governance reorganization. However, staff capacity is limited, and proactive support must be carefully aligned with Commission priorities and available resources.

### **DISCUSSION**

To help inform staff work plans and near-term priorities, this agenda item is designed as a facilitated conversation with the Commission. The goal is to reflect on LAFco's role and identify potential strategies to better support local special districts.

Commissioners are invited to consider the following open-ended questions:

1. How can LAFco best use its unique authority to encourage or support meaningful collaboration or consolidation among special districts?
  - a. Are there specific examples where LAFco should take a more active role?
2. What kinds of support or resources (technical assistance, facilitation, outreach, etc.) do you think LAFco can realistically provide to special districts given our limited budget and staffing?
3. How can LAFco build trust and stronger relationships with district boards and volunteers, particularly in communities that may be wary of regional governance changes?
4. What would success look like in 5 years if LAFco were more effective in promoting service sustainability and coordination among special districts?
  - a. What are the key milestones or outcomes we should aim for?

These questions are intended to guide a generative conversation that will help shape LAFCo's strategic approach in the coming years. Feedback from this session will be summarized by staff and may inform future work plans, MSR priorities, and engagement strategies.

**RECOMMENDATION**

Receive staff presentation and participate in an informal strategic planning discussion focused on how Trinity LAFCo can strengthen coordination with special districts. Provide input and direction to staff on potential priorities and approaches for future action.

Attachments:

None