

**Siskiyou County Local Agency Formation Commission**  
**Regular Meeting**  
**May 12, 2026**

The Siskiyou County Local Agency Formation Commission (LAFCO) meeting of May 12, 2026, was called to order by Chair Baker at approximately 9:00 a.m. in the Siskiyou County Meeting Chambers, 311 Fourth Street, 2<sup>nd</sup> Floor, Yreka, California.

**Present:** Commissioners Harkness, Ogren, Valenzuela, and Chair Baker

**Absent:** Commissioners Mazzoni

**Also Present:** Hailey Lang, Executive Officer and Director, Community Development Department; James Phelps, Deputy Executive Officer and Deputy Director of Planning; Katie Howell, Commission Clerk

**Approval of Minutes: April 14, 2026**

It was moved by Commissioner Ogren, seconded by Commissioner Valenzuela, to approve the April 14, 2026, Minutes as presented.

**Voted** upon and the Chair declared the motion carried unanimously by those Commissioners present.

**Unscheduled Appearances:** None

**Conflict of Interest:** None

**Presentation of Documents:** None

**Availability of Public Records:** The Chair read the public records statement.

**Changes to the Agenda:** None

**New Business:**

**Agenda Item 1: Fiscal Year 2026/2027 Preliminary Budget**

Consideration of the LAFCO Preliminary Budget for Fiscal Year 2026/2027. The proposed budget reflects anticipated revenues, expenditures, and fund balance based on current service levels. In accordance with Government Code Section 56381, the Commission will review and provide direction on the preliminary budget prior to adoption of the final budget. The final budget will be brought to the Commission at the next meeting on June 9, 2026.

**Staff Report:**

Deputy Executive Officer James Phelps presented the Fiscal Year 2026/2027 Preliminary Budget. He reviewed the adopted budget from the prior year, estimated year-end expenditures for FY 2025/2026, and the proposed budget for FY 2026/2027. Mr. Phelps explained that revenues remained relatively stable, including annual contributions from the County and the nine incorporated cities. He discussed changes associated with the County Cost Allocation Plan, noting that LAFCO experienced increased charges during the current fiscal year due to greater use of County resources, including County Counsel and Auditor services. Staff anticipated those costs would decline in future years. Mr. Phelps reported that professional services expenditures remained conservatively budgeted and that many future LAFCO activities could be completed internally by County staff. He advised the Commission

that projected revenues totaled approximately \$32,500 and included a modest amount of anticipated project fee revenue, although no active projects were currently pending. He further reported that the LAFCO fund balance remained healthy at approximately \$90,000.

**Commission Questions:**

Commissioner Ogren requested clarification regarding how Agenda Item No. 1 related to Agenda Item No. 2. Deputy Executive Officer Phelps explained that the preliminary budget could be approved subject to any funding changes resulting from the subsequent discussion concerning agency contribution levels.

Chair Baker opened the Public Hearing and continued the Public Hearing to June 9, 2026.

**Motion:**

Commission Valenzuela moved to approve the Fiscal Year 2026/2027 Preliminary Budget, seconded by Commissioner Ogren.

**Voted** Chair declared a roll call vote. The motion carried unanimously by the Commissioners present, with one Commissioner absent.

Ayes: Commissioners Harkness, Ogren, Valenzuela, and Chair Baker

Noes:

Absent: Commissioners Mazzoni

Abstain:

**Agenda Item 2: Contribution Levels for LAFCO Budget**

Consideration of member agency contribution levels for the LAFCO budget. The Commission will review current funding levels and evaluate potential adjustments to support ongoing operations, including funding for future Municipal Service Reviews (MSRs) and Sphere of Influence (SOI) updates.

**Staff Report:**

Deputy Executive Officer James Phelps presented the staff report. Mr. Phelps presented a report regarding current member agency contribution levels and the long-term funding needs of LAFCO. He explained that existing annual contributions totaled \$30,000, split equally between the County and the incorporated cities. Staff advised that future Municipal Service Reviews (MSRs) and Sphere of Influence (SOI) updates would likely require substantially greater funding. Preliminary estimates suggested that a future countywide update could cost between \$100,000 and \$150,000 depending on the scope of work and the extent to which staff could complete portions of the analysis internally.

**Commission Questions/Comments:**

The Commission reviewed several funding scenarios identified as Columns A, B, C, and D. Staff explained that maintaining current contribution levels would significantly delay future MSR and SOI updates. Increasing contributions would allow LAFCO to remain compliant with state requirements and better position the agency to respond to future annexations, boundary adjustments, and service reviews.

Executive Officer Hailey Lang emphasized the importance of maintaining updated planning documents. She noted that cities and districts frequently rely upon current MSRs and SOIs when pursuing annexations, service extensions, and other jurisdictional changes. Adequate funding would allow LAFCO to proactively complete those studies rather than requiring individual agencies to bear the full cost of future updates.

Commissioner Valenzuela expressed support for increasing contributions, noting that future consultant and professional service costs were unlikely to decrease. He stated that a larger reserve would provide stability and flexibility for future projects.

Commissioner Ogren agreed and observed that the proposed increase would have a minimal fiscal impact on individual cities while providing substantial long-term benefits.

**Public Hearing:**

Public Hearing was continued to June 9, 2026.

**Motion:**

Commissioner Valenzuela moved to adopt the contribution level identified as Column C in the staff report. Commissioner Ogren seconded the motion.

**Voted** Chair declared a roll call vote. The motion carried unanimously by the Commissioners present, with one Commissioner absent.

Ayes: Commissioners Harkness, Ogren, Valenzuela, and Chair Baker

Noes:

Absent: Commissioners Mazzoni

Abstain:

Staff indicated the final budget would be presented at the next regular meeting and that member agencies would be notified regarding the Commission's action.

**Items for Discussion/Direction:** None

**Miscellaneous:**

- 1. Future Meetings:** The next regular meeting of Siskiyou County LAFCO is scheduled for
- Tuesday, June 9, 2026, at 9:00 a.m.
- 3. Correspondence:** None
- 4. Staff Comments:** None
- 5. Commission Comments:** None

**Adjournment:** The meeting was concluded at approximately 9:25 a.m.

Respectfully submitted,

Signature on file

James Phelps, Secretary

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