



**BUTTE LOCAL AGENCY FORMATION COMMISSION  
Minutes of May 7, 2020**

*(A complete voice recording of the Commission's meetings can be obtained from [www.buttelafco.org](http://www.buttelafco.org))*

**1. CALL TO ORDER**

Steve Lucas called the meeting to order at 9:05 a.m., May 7, 2020, through telephonic conference attendance only due to the COVID-19 pandemic.

**1.1 Roll Call**

Commissioners Present: Bill Connelly (Vice Chair - County)  
Steve Lambert (County)  
Carl Leverenz – (Chair-Public)  
Al McGreehan (Special District)  
Bo Sheppard (City)

Commissioners Absent: Greg Bolin (City)

Alternate Commissioners Present: Debra Lucero (County-Alt)

Alternate Commissioners Absent: Bruce Johnson (City-Alt) and Greg Steel (Public-Alt)

Vacant Seat: Alternate Commissioner (Special District)

Others Present: Stephen Lucas, LAFCO Executive Officer  
Jill Broderson, LAFCO Management Analyst  
Shannon Costa, LAFCO Government Planning Analyst  
Joy Stover, LAFCO Commission Clerk  
P. Scott Browne, LAFCO Legal Counsel

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**1.2 Nomination and Election of LAFCO Chair and Vice-Chair**

**Commissioner McGreehan made a motion to the nominate Carl Leverenz as Chair. The motion was seconded by Commissioner Sheppard.**

**The motion was carried by the following roll call vote:**

**AYES:** Connelly, Lambert, McGreehan, Bo Sheppard & Chair Leverenz  
**NOES:** None  
**ABSENT:** Bolin  
**ABSTAINS:** None

**Commissioner Lambert made a motion to the nominate Bill Connelly as Vice-Chair. The motion was seconded by Commissioner McGreehan.**

**The motion was carried by the following roll call vote:**

**AYES:** Connelly, Lambert, McGreehan, Sheppard & Chair Leverenz  
**NOES:** None  
**ABSENT:** Bolin  
**ABSTAINS:** None

## **2. CONSENT AGENDA**

### **2.1 Approval of the Minutes of April 2, 2020**

Steve Lucas asked if there were any comments by the Commissioners or the public.  
None stated.

**Commissioner Connelly made a motion to approve the Consent Agenda. The motion was seconded by Commissioner McGreehan.**

**The motion was carried by the following roll call vote:**

**AYES:** Connelly, Lambert, McGreehan, Sheppard & Chair Leverenz  
**NOES:** None  
**ABSENT:** Bolin  
**ABSTAINS:** None

## **3. NOTICED PUBLIC HEARINGS**

### **3.1 Review and Consideration of Proposed Budget for Fiscal Year 2020/21**

Steve Lucas stated as of today, staff has received zero comments back from any other agency or the public.

Steve Lucas asked if there were any comments from the Commissioners or the public.

**Commissioner McGreehan made a motion to approve the Final Budget as proposed and submitted. The motion was seconded by Commissioner Lambert.**

**The motion was carried by the following roll call vote:**

**AYES:** Connelly, Lambert, McGreehan, Sheppard & Chair Leverenz  
**NOES:** None  
**ABSENT:** Bolin  
**ABSTAINS:** None

## **4. REGULAR AGENDA**

### **4.1 Items Removed from the Consent Agenda – None**

### **4.2 Consideration of the Emergency Resolution Concerning Pandemic Response**

Steve Lucas stated in consultation with our Chair and Legal Counsel, we developed this brief resolution that essentially allows the Executive Officer to confer with the Chair and make any immediate decisions concerning the timing or operations of our organization that may need to be made in order to maintain our effective business. It will expire whenever the Commission determines it is no longer necessary.

Commissioner Sheppard asked if this would give us the ability to recoup any financial losses if we were to incur any.

Steve Lucas stated he doesn't think this particular resolution would make that happen or prevent it. But it certainly couldn't hurt our ability down the road to seek reimbursement once those monies become available. For small agencies, he is not aware of any particular funding source. This would not harm or necessarily facilitate that.

Steve Lucas asked for any additional comments.

Scott Browne, LAFCO legal counsel, stated under the circumstances, there may be procedural changes that need to be made in order to accommodate the conditions we are operating under. Therefore he feels it is an appropriate item for the Commission to consider.

Steve Lucas asked if there are any comments from the public. As of this particular time staff has received no comments either by telephone or email concerning this item.

**Commissioner Sheppard made a motion to adopt the Emergency Resolution No. 09 2019/20 concerning Response to the COVID-19 Emergency. The motion was seconded by Commissioner Lambert.**

**The motion was carried by the following roll call vote:**

**AYES:** Connelly, Lambert, McGreehan, Sheppard & Chair Leverenz  
**NOES:** None  
**ABSENT:** Bolin  
**ABSTAINS:** None

**5. Public Comment on Items not on the Agenda - None**

**6. Reports and Communications**

**6.1 Executive Officer's Report - None**

**6.2 Correspondence - None**

**7. ADMINISTRATION**

Chair Leverenz stated he appreciates the problems everyone is working under.

Commissioner Lucero asked if we had considered using ZOOM to conduct the meetings because it gives people a little more visual.

Steve Lucas stated staff has been attending different trainings trying to determine what platform is best to be used for our meetings. The biggest problem we have moving forward is when we get to an item where there's going to be controversy and there's certainly going to be a large number of public comments, we are exploring whether or not we move to the ZOOM platform for those meetings so we can have a more interactive discussion with the public.

Chair Leverenz stated at some point hopefully we'll be able to physically meet again soon.

Commissioner Connelly stated the regulations coming out are going to be very strict and the County is not going to be able to meet them. He provided his experience with working with ZOOM.

Commissioner McGreehan stated he would be open to participating in a trial meeting using one of these software packages just to see how it works.

Commissioner Leverenz stated he seconds Commissioner Lucero concerns about trying to work out some method to be a little more inclusive as it relates to public input.

Steve Lucas stated he will continue to investigate other possible platforms that can be used to conduct the meetings.

Commissioner Lucero shared her experience with using ZOOM meetings.

## 8. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:25 a.m. to the next LAFCO meeting scheduled for June 4, 2020.

## LOCAL AGENCY FORMATION COMMISSION

  

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By: Stephen Lucas, Executive Officer

Minutes prepared by Joy Stover, Commission Clerk