

MINUTES

Del Norte Local Agency Formation Commission January 27, 2014 @ 4:00 pm

Members present: Chairman Roger Gitlin, Ron Gastineau, Gerry Hemmingsen, Kathryn Murray and Public Member Sparky Countess (entered at 4:08p.m.)

Members absent: None

Others present: George Williamson, Executive Officer, Deputy Counsel Elizabeth Cable, former Commissioner Rick Holley, Kevin Hartwick, Randy Hatfield, Christina Wile, and Karen Phillips (entered at 4:40p.m.) PS Business Services

1. Call to Order/Roll Call

Vice Chairman Gitlin called the meeting to order at 4:00 p.m.

Welcome New Commissioner Ron Gastineau

New Commissioner Ron Gastineau was welcomed.

Appointment of Chair & Vice Chair for 2014

Commissioner Gitlin was nominated as Chair by Commissioner Sparky Countess, and there being no further nominations Commissioner Gitlin was confirmed as Chair for 2014.

Commissioner Kathryn Murray was nominated as Vice-Chair by Commissioner Sparky Countess, and there being no further nominations Commissioner Murray was confirmed as Vice-Chair for 2014.

New Chairman Gitlin took over the meeting.

Certificate of Appreciation to Rick Holley

Staff presented a certificate of appreciation to former Commissioner Rick Holley for his work while on the LAFCO board.

2. Public Hearings

A. None

3. Regular Business

A. Approval of **November 25**, 2013 Draft Minutes (ATTACHMENT 3A)

On a motion by Commissioner Countess, seconded by Commissioner Murray, and unanimously carried, with Commissioner Gastineau abstaining, the Local Agency Formation Commission approved and adopted the minutes of the November 25, 2013 meeting as presented.

B. Del Norte County Fairgrounds Recreation and Park Special District Formation Application - (ATTACHMENT 3B)

George Williamson, Executive Officer reported on recent meetings with the Del Norte County Fair Board and the progress of the application. The application is ahead of schedule and Mr. Williamson has been working with Fair Manager, Randy Hatfield, to compile a Plan for Services. Mr. Williamson thanked Mr. Hatfield for the work he has contributed to the Plan for Services. Mr. Hatfield informed the Commission that the Fair Board had approved the application at their January 23rd meeting and authorized an initial deposit of \$5,000 to Del Norte LAFCo. Commissioner Gitlin inquired about the next steps in the application process. Mr. Williamson provided an overview of the application timeline and explained that the next step will be to review the application for completeness. When the application is determined to be complete, staff will send referrals to the appropriate agencies and prepare a CEQA Initial Study and Municipal Service Review for the proposed district formation. The Commission will have a chance to review these documents and take action. If the action is favorable, a protest proceeding will be held. Mr. Williamson briefly described the process for a protest proceeding and explained the ballot measures that would be necessary in the upcoming November election. Commissioner Countess asked if the application process would impact the budget. Mr. Williamson assured Commissioner Countess that all application costs would be paid by the applicant. Commissioner Murray suggested holding a special meeting to review financial details. Fair Board Director Kevin Hartwick, explained that the financial documents Commissioner Murray required could be made available at any time. Commissioner Murray also requested the Strategic Plan and asked for an estimate of the potential tax revenue each year, for the next seven years. Mr. Hatfield informed Commissioner Murray that the Strategic Plan was approved last November, and could be made available to the Commissioners at their convenience. Mr. Hatfield estimated the proposed tax would generate \$500,000 a year for the next seven years, at which time the tax will sunset. Commissioner Gitlin asked if any additional state funds were being used to finance the fair. Mr. Hatfield explained that the fair was not receiving any additional state funds, and would be running off of reserves until 2016. Commissioner Murray requested price estimates for capital improvements projects and asked what the Fair Board plans to do if the tax does not pass. Mr. Hatfield says the capital improvements estimates can be made available. Mr. Hatfield explains that the Fair Board does not have a Plan B at this point in time. If the tax does not pass, the fair would most likely close down. Mr. Hartwick stressed the need for cooperation between private and public partnerships and would like to see long term strategic planning for the fairgrounds. Commissioner Countess expressed his support for the project, and his belief that it will have long term benefits for the community. Commissioner Countess suggested that the Fair Board pursue a positive advertising campaign, and asked if any brochures or radio advertisements were in the works. Mr. Hartwick informed the Commissioners that the Fair Board has been actively

listening to the needs of the community, and has made preliminary budgets for advertising. Mr. Hartwick also expressed the Fair Board's commitment to be transparent throughout the project. Mr. Hartwick explained the importance of involving the community in a positive way. Commissioner Hemmingsen expressed his support of the project and noted the importance of making the project a reality. Commissioner Gitlin echoed Commissioner Hemmingsen's support and stressed the importance of the project. No action needed or taken.

C. Appointment of Special Counsel for R&P Special District Formation Application Review - (ATTACHMENT 3C)

Executive Officer Williamson explained that County Counsel Gretchen Sturh had advised LAFCo to retain separate legal counsel for the Recreation and Park District Formation Application. The applicant is the Del Norte Board of Supervisors and advising both the Board of Supervisors and the LAFCo Commission on this matter would be a conflict of interest. The Fair Board suggested Darren McElfresh serve as special legal counsel for the application review. There was concern from the Commission that Mr. McElfresh's intention to run for Del Norte Superior Court judgeship could cause a conflict of interest. The Commission directed staff to seek additional candidates for consideration at the next LAFCo meeting.

D. Update on Regional Fire Protection District MSR (ATTACHMENT 3D)

Executive Officer Williamson reported on the MSR. Mr. Williamson is continuing to work with former Crescent Fire Protection District Chief John McFarland. Mr. McFarland has offered to assist with communication between fire chiefs. No action taken.

4. Inquiries, Correspondence, Application Status and Referrals

A. Staff - The Executive Officer will provide a report of current projects, issues of interest, and pending legislation.

Report on CALAFCO Symposium (ATTACHMENT 4A-1)

CALAFCO Events Calendar for 2014 (ATTACHMENT 4A-2)

The following report was made: Executive Officer Williamson reported on the CALAFCO conference and upcoming calendar of events. No action was taken.

B. Commission - On their own initiative, Commission members may make brief announcements or reports on their own activities. They may ask questions for clarification, make a referral to staff or request a business matter for a future agenda per Government Code Section 54954.2 (a).

The following reports were made: Commissioner Murray asked about Big Rock CSD sending out a letter requesting support for the State of Jefferson and questioned using CSD funds to do this. After discussion, staff will check the applicable laws and report

back at the next meeting regarding sending a letter to the district's notifying them that this is not an appropriate use of district funds. Commissioner Hemmingsen stated that he is supportive of the Fair Board's attempts to raise funds via a tax measure. Chair Gitlin reported that an effort will be made on February 22nd to clean up the Odd Fellows Cemetery and he asked staff to look into the formation of a cemetery district for the upkeep of that cemetery. Staff will bring information back to the Commission. Commissioner Murray also noted that there will be a spaghetti feed fundraiser on February 7th, for the Crescent Fire Protection District secretary Roslynn, who is battling cancer. Commissioner Countess asked about the next meeting of the Smith River Cemetery District.

- C. Public - Public comment on items of interest within LAFCo subject matter jurisdiction, and not otherwise appearing on the agenda. No action may be taken on any item not appearing on the agenda.

The following person(s) addressed the Commission: none.

5. Adjournment

There being no further business to come before the Commission, the Chair adjourned the meeting at 4:55 p.m. until the next regularly scheduled meeting on February 24, 2014.

Respectfully submitted,

Christina Wile, **Recording Secretary**