

<b>MEETING</b>
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**Del Norte Local Agency Formation Commission**  
**June 22, 2015 4:00 pm**

**Members present:** Chairman Blake Inscore, Vice-Chair Rich Enea, County Members Roger Gitlin and Gerry Hemmingsen, and Public Member Sparky Countess

**Members absent:** None

**Others present:** Executive Officer George Williamson, Deputy County Counsel Elizabeth Cable, and Nicole Burshem, PS Business Services,

1. Call to Order/Roll Call

Chairman Inscore called the meeting to order in regular session at 4:00 p.m. Deputy Legal Counsel Elizabeth Cable was present at 4:01 p.m.

2. Public Hearings (2.A and 2.B Continued from May 18, 2015)

A. South County Community Services District MSR/ SOI

Mr. Williamson commented he was unable to complete the Klamath CSD portion of the South County CSD MSR, due to lack of information from that District since the last meeting. Mr. Williamson is optimistic he will have the remaining updates needed to finish the report later this summer. Mr. Williamson recommended to the commission to acknowledge the incomplete MSR and to close public hearing without action and allow staff to re-notice and bring back to the commission the remaining information to complete the MSR.

On a motion by Commissioner Countess, seconded by Commissioner Gitlin, and unanimously carried on a polled vote, the Del Norte Local Agency Formation Commission approved to acknowledge the incomplete MSR and to close public hearing without action and allow staff to re-notice and bring back to the commission when a completed MSR can be provided.

B. Countywide Fire Services MSR & SOI Update

Mr. Williamson reported that on May 20, after last month's meeting, he and former Chief John McFarland attended a Klamath Community Services District Board Meeting and discussed what could be accomplished and Klamath CSD Board Members and the Fire Chief acknowledged and were fully committed to take care of the corrective actions. Mr. Williamson agreed with former Chief McFarland and would like to give Klamath and extra six months to bring themselves into

compliance. Mr. Williamson noted that the Yurok tribal connection agreed to help Local Agency Formation Commission with the service district connections.

Smith River FPD representatives have indicated they are reviewing the draft regional MSR and will have technical edits for their portion of the MSR. Mr. Williamson noted that the a condition placed on the Smith River FPD will be to complete a formal mutual aid agreement with Gasquet, Foirt Dick and Crescent FPDs for response to calls in the Hiouchi area.

Mr. Williamson recommended the Commission adopts the Regional Fire MSR for the agencies that serve in Del Norte with a six months time extension for Klamath Fire Protection District to implement the revenue generating training and Yurok tribal aspects to continue there success in capacity building. Commissioner Gitlin asked if Mr. Williamson is convinced that this will not have a manpower issue.

Mr. Williamson stated in six months everything should be tied all together with Yurok tribe and an agreement should be in place. Commissioner Countess asked if Smith River decided to change and modify their MSR agreement would it make the deadline. Mr. Williamson hopes to resolve the issue and bring the Commission a written agreement that satisfies the condition. Chairman Inscore asked if none of the actions get approved is the Commission to take further action. Mr. Williamson noted that if there is nothing in place in six months than the commission would take further action.

On a motion by Commissioner Gitlin, seconded by Commissioner Hemmingsen, and unanimously carried on a polled vote, the Del Norte Local Agency Formation Commission approved the county wide fire service MSR/SOI with the condition with an extra six months for Klamath Fire Protective District to bring themselves into compliance and to conquer that Smith River is to craft a formal mutual aid agreement with Fort Dick and Crescent City district.

### 3. Regular Business

#### A. Approval of May 18, 2015 Draft Minutes (ATTACHMENT 3A)

On a motion by Commissioner Gitlin, seconded by Commissioner Countess, and unanimously carried on a polled vote, the Del Norte Local Agency Formation Commission approved and adopted the minutes of the May 18, 2015 meeting, as presented.

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.

Mr. Williamson would like to continue staffing this commission and feels there is good work going on. Mr. Williamson noted there are some important MSRs coming forward with the Harbor district, two sets of CSD MSR and an annexation that has been filed.

On a motion by Countess, seconded by Commissioner Hemmingsen, and unanimously carried on a polled vote, the Del Norte Local Agency Formation Commission approved and adopted the inquiries, correspondence, application status and referrals, as presented

Revised FY 2015-16 Budget Resolution No. 15-02 (ATTACHMENT 4A)

Mr. Williamson presented the final fiscal year 2015-16 budget and communicated there were some reduced cost for the County and the City. Mr. Williamson recommended the Commission sign Resolution No. 15-02, as presented.

On a motion by Commissioner Hemmingsen, seconded by Commissioner Countess, and unanimously carried on a polled vote, the Del Norte Local Agency Formation Commission approved and adopted Resolution 15-02 Final Budget For Fiscal Year 2015-16, as presented.

Martin Ranch Annexation Application Update (ATTACHMENT 4B)

Mr. Williamson noted the formal title for the application by petition is the Elk Valley Rancheria Sewer Extension. Mr. Williamson also noted this included the ranch and small hotel on HWY 101. Mr. Williamson commented that the referrals are getting sent out to the affected agencies this week and the city did a service extension out there. Mr. Williamson is looking at capacity issues. So far it looks like the information has been provided to complete the application. The filing fees have been submitted and the commission has been identified as a standard practice. Mr. Williamson noted a figure and a description were provided for services. Mr. Williamson commented he will keep the Commission updated and he hopes to have this matter up for hearing by August or September.

Crescent City Harbor District MSR Update

Mr. Williamson commented that the Harbor District has a compete MSR. Mr. Williamson noted that they give the organization the opportunity to draft and bring the MSR forward. Mr. Williamson noted he is expecting to

see the completed MSR within the next 10 days and have notice for a hearing in July. Mr. Williamson stated this could be set out until August if the Commission decides to take a month off. Gitlin asked if there is any urgent business that needs to be addressed in July. Mr. Williamson stated all matters have been set for future dates.

On a motion by Commissioner Countess, seconded by Commissioner Hemmingsen, and unanimously carried on a polled vote, the Del Norte Local Agency Formation Commission approved and adopted to cancel July 27, 2015 meeting and have the next meeting on August 24, 2015, as presented.

- 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 Commissioners commented: none

- 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

#### 4. Adjournment

There being no further business to come before the Commission, the Vice-Chairman adjourned the meeting at 4:25 p.m. until the next regularly scheduled meeting on August 24, 2015.

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Respectfully submitted,

Nicole L. Burshem, Recording  
Secretary