

SPECIAL MEETING AGENDA

**Del Norte Local Agency Formation Commission
Board of Supervisors Chambers
981 H Street, Suite 100, Crescent City, CA 95531
September 19, 2016 3:30 pm**

1. Call to Order/Roll Call
2. Public Hearings
None
3. Regular Business
 - A. Approval of August 22, 2016 Draft Minutes (ATTACHMENT 3A)
 - B. CALAFCO presentation by Pamela Miller, Executive Director (ATTACHMENT 3B)
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.
 - 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).
 - 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.
5. Adjournment

REGULAR MEETING MINUTES

Del Norte Local Agency Formation Commission

August 22, 2016 4:00 pm

Members present: Blake Inscore, Roger Gitlin, Chairman Gerry Hemmingsen, Sparky Countess

Members absent: Kathryn Murray (Vice-Chair)

Others present: Executive Officer George Williamson, County Counsel Elizabeth Cable, and Nicole Burslem & Sabrina Valentine, PS Business Services.

1. Call to Order/Roll Call

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

2. Closed Session

There was no closed session held.

3. Public Hearings

None

4. Regular Business

A. Approval of May 23, 2016 Draft Minutes

B. Approval of June 22, 2016 Draft Minutes

On a motion by Commissioner Gitlin, seconded by Commissioner Countess, the Del Norte Local Agency Formation Commission the minutes of May 23, 2016 and June 22, 2016, were unanimously approved as presented.

C. Acknowledge and Receive Tribe's Consent to Annexation ("Consent MOU") Martin Ranch and Ocean Way Motel Properties into City of Crescent City ... related to LAFCO Resolution 16-01

Chairman Hemmingsen asked what the purpose was. Elizabeth Cable responded one of the litigation issues is that the Tribe hasn't agreed to an annexation. The Tribe has now agreed to an annexation and staff is presenting it to the Commission to acknowledge the Tribes willingness to do so.

Commissioner Inscore asked in regards to Bertch-Oceanview questioning the annexation into the Service District. Ms. Cable responded there are many issues to address, but the consent to annexation was an easy fix the Tribe was willing to do. Mr. Williamson reported LAFCO went through a similar process when the Waste Water Service went through CSA.

On a motion by Commissioner Countess, seconded Commissioner Gitlin, the Del Norte Local Agency Formation Commission unanimously accepted Tribe's Consent to Annexation letter, related to LAFCO Resolution 16-01.

D. FY 2016-17 MSR/SOI Update Compliance Work Plan

Mr. Williamson provided the FY 2016-17 MSR/SOI Update Compliance Work Plan and reported this a customary practice each fiscal year. Mr. Williamson explained this is part of the Five Year MSR/SOI Update cycle. The Commission was able to update ten MSR's' and SOI's'. LAFCO is ahead of schedule because of taking a Regional and District Service approach. This next year staff will be working on updating Crescent City Area District information, including for the Bertch-Oceanview, and Church Tree CSD MSR/SOI Updates. A similar area approach will be taken for Smith River Districts. Mr. Williamson reported that all the Fire Districts are updated, although there is still ongoing implementation monitoring, Crescent City Harbor District MSR/SOI Update was done in a prior year, and the County Service Area #1 is current. Staff will be working on Health and Library Districts. Chairman Hemmingsen asked if in the future if there was a way to split up the updates in the year 2021. Mr. Williamson responded that this adjustment can be made.

E. Report on CALFIRE Meeting – Amador Program –

Mr. Williamson reported on progress pursuing Del Norte County Fire Service improvement options. Mr. Williamson, Crescent Fire Chief Steve Wakefield and Retired Chief John McFarland met with CALFIRE Humboldt and Del Norte Unit Chief Hugh Scanlon, and Operations Manager Charlie Haines at CALFIRE offices in Fortuna in regards to the Amador Program. The Amador Program was set up so CALFIRE can provide year round staffing from existing stations. CALFIRE representatives reported that the program has gotten expensive. There are zero programs in Amador County and there is an ongoing decline of these contracts across the state. An Amador contract in Del Norte County could cost \$200,000 and CALFIRE representatives acknowledged they are priced out of Amador contracts. Mr. Williamson reported that LAFCO is still on the look out for other staffing options.

Commissioner Gitlin reported at a meeting he attended in Klamath there was a rise of frustration to find a solution to improve fire service. Commissioner Gitlin expressed that he hopes this will be on the agenda for what alternatives will be in place for homeowners with protection. Commissioner Gitlin would like to see at upcoming meeting of how service can work, even if the duration will be for only six months. Mr. Williamson responded that he could do that. Commissioner Inscore asked if Klamath Fire MSR was closed out. Mr. Williamson responded

that we are continually working on that. There was a meeting that was scheduled by this Commission and Facilitated, but unfortunately there was a set back. The Tribe has appointed a new Executive Director, Troy Ralstin. Mr. Ralstin understands the issue and will have another meeting in the next two to three weeks to go over the obligations of the Tribe. Mr. Williamson reported that the matter was brought up at a Yurok Tribal Council meeting and several Council expressed interest.

Mr. Williamson is going to keep pushing for improving service in Klamath. Chairman Hemmingsen commended Mr. Williamson for his hard work. Commissioner Inscore expressed LAFCOs' role is to evaluate what they are doing. Commissioner Inscore asked what are the consequences for failure to comply with the conditions placed as part of approving their service review. Mr. Williamson responded the status goes to zero in the sphere and then we initiate the dissolution process. Commissioner Gitlin expressed his concern that fires are going to happen and we have no fire service. Commissioner Gitlin suggested having a LAFCO meeting in Klamath to do an outreach in that community. Mr. Williamson reported on the steps that were taken to outreach in the Community. Commissioner Countess departed the meeting at 4:25 p.m.

Chairman Hemmingsen expressed LAFCO is here to help these programs come up with ideas. Commissioner Inscore expressed that LAFCOs' role is to review and evaluate. We have engaged the parties in educating and equipping them with the tools to move forward. Commissioner Inscore expressed at some point they need to take responsibility for their community. Commissioner Gitlin reported there are no sides, there is a problem and we need to find the mechanism to make a change. LAFCO may not be responsible, but needs to provide some sort of service to the 500 people in the Klamath Areas. Chairman Hemmingsen commented that he doesn't disagree with Commissioner Gitlin and asked if they have regular meetings. Mr. Williamson responded they do have meetings. Chairman Hemmingsen expressed the complaint should be at those meetings. We would help them along if needed.

Commissioner Inscore expressed LAFCO in essence is to approve their MSR/SOI and give the tools to follow through. Commissioner Inscore expressed how frustrated he is with the process. Chairman Hemmingsen responded the first thing is the community needs to show up to the meetings and share their complaints there. Commissioner Gitlin asked if the desertification process is to begin by 2017. Mr. Williamson responded he thinks that is correct. Chairman Hemmingsen asked if Cal-Fire responds to structure fire. Mr. Williamson responded they will only respond during the summer months. Commissioner

Inscore felt Cal-Fire may have priced themselves out and doesn't feel Cal-Fire wants to be in the fire fighting business of rural fires.

Commissioner Gitlin commented when he hears we are not trained in structural fires; then we need to get trained. The message is clear; we are not going to be able to provide this fire service.

5. Inquiries, Correspondence, Application Status and Referrals

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

CALAFCO Little Hoover Commission Testimony (copies provided at meeting) – Mr. Williamson presented a letter to the Commission. CALAFCO put together a good response to the Commission on special districts and a good overview of LAFCOs' municipal service review. This is just for informational purposes only.

CALAFCO Executive Director Visit/ Presentation September 19 – Mr. Williamson reported Pam Miller is coming to attend a LAFCO meeting and talk about LAFCO and CALAFCO program. Ms. Miller has asked to come up and speak to the Commission. Commissioner Gitlin asked what the upside to having Ms. Miller come to present in the meeting. Mr. Williamson responded she is going to present what CALAFCO is all about and gave a brief description of what CALAFCO is. Commissioner Gitlin asked if Mr. Williamson recommends she make a presentation. Mr. Williamson responded he thinks they should have her come. Mr. Williamson noted there are some webinars and other services they offer during the course of the year. Chairman Hemmingsen thinks it's a great opportunity.

- 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 Commissioner(s) reported on the following: 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

6. Adjournment

There being no further business to come before the Commission, the Chairman adjourned the meeting at 4:49 p.m. until the next meeting, scheduled as a special meeting on September 19, 2016.

Respectfully submitted,
Nicole L. Burshem, Recording Secretary

AGENDA ITEM 3B

MEETING DATE: September 19, 2016
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: CALAFCO Presentation by Pamela Miller

DISCUSSION

California Association of Local Agency Formation Commissions (CALAFCO) Executive Director Pamela Miller will present her organization's activities, training opportunities, and legislative efforts, and talk about what's happening statewide.

CALAFCO'S Mission is to provide educational, information sharing and technical support for its members by serving as a resource for, and by collaborating with, the public, state legislative and executive branches, and other organizations, for the purpose of discouraging urban sprawl, preserving open-space and prime agricultural lands, and encouraging orderly local agency growth and development.

The presentation will include CALAFCO operations overview including: what CALAFCO does, formation, membership, Board of directors and staff, operational policies, strategic plan, and member services.

Del Norte LAFCo staff prepared the attached flyer and distributed it to special district staff and board members. Additional handout to be provided at meeting.

An Introduction to the California Association of Local Agency Formation Commissions



MONDAY SEPTEMBER 19, 3:30 PM

DEL NORTE LAFCO SPECIAL MEETING

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**COUNTY FLYNN
CENTER BOARD
CHAMBERS**

**981 H STREET
CRESCENT CITY**

**SPECIAL DISTRICT
STAFF AND BOARD
MEMBERS
ENCOURAGED TO
ATTEND**

**CALAFCO
OPERATIONS
OVERVIEW AND
INFORMATION**

DEL NORTE LAFCO

(707) 825-9301
delnortelafco.org

eo@delnortelafco.org