

REGULAR MEETING MINUTES

Del Norte Local Agency Formation Commission
January 23, 2017 4:00 pm

Members present: Blake Inscore (Vice-Chair), Roger Gitlin (Chairman), Jason Greenough, Sparky Countess

Alternate Member present: Darrin Short

Members absent: Gerry Hemmingsen

Others present: Executive Officer George Williamson, County Counsel Elizabeth Cable, and Nicole Burschem, PS Business Services, David Vandermark

1. Call to Order/Roll Call meeting was called to order at 4:00 p.m.

Pledge of Allegiance Commissioner Inscore led the pledge of allegiance Welcome new regular City Member Jason Greenough and alternate City member Darrin Short.

The Pledge of Allegiance was conducted by Alternate Chair Blake Inscore. Roll Call was conducted by Nicole Burschem. Mr. Williamson welcomed new regular City Member Jason Grennough and alternate City member Darrin Short.

Election of Chair and Vice-chair for 2017 the election will be one city member and one county member. Alternate Chairman Inscore opened nomination for Chair. Commissioner Countess nominated Commissioner Gitlin for Chair.

On a motion by Commissioner Countess, seconded by Commissioner Greenough, and unanimously carried on a polled vote the Del Norte Local Agency Formation Commission Board of Commissioners elected Commissioner Roger Gitlin as Commission Chair for 2017.

Chairman Gitlin opened nomination for Vice-Chair. Commissioner Greenough nominated Commissioner Blake Inscore for Vice-Chair.

On a motion by Commissioner Greenough, seconded by Commissioner Countess, and unanimously carried on a polled vote the Del Norte Local Agency Formation Commission elected Commissioner Blake Inscore as Commission Vice-Chair for 2017.

Certificate of Appreciation for former City Council member and Commissioner Kathryn Murray. Mr. Williamson reported Kathryn Murray was invited to accept a Certificate of Appreciation and was not able to attend the meeting. The certificate is to show LAFCO's appreciation for Ms. Murray's services to the Commission as a City Member, including her service as Vice-Chair. Mr. Williamson recommended Chairman Gitlin sign the Certificate. Chairman Gitlin asked Commissioner Inscore if he could get the certificate to Ms. Murray. Commissioner Inscore responded that he would get it to Ms. Murray.

2. Closed Session

Public Comment on Closed Session items only

The following person(s) addressed the Commission: none

Conference with Legal Counsel- Existing litigation pursuant to Government Code § 54956.9(d)(1) *Bertsch-Ocean View Community Services District v. Del Norte LAFCO et. al* CVPT 16-1124 closed session at Chairman Gitlin closed opened session and immediately reconvened in closed session at 4:07 p.m. Chairman Gitlin returned to open session at 4:20 p.m.

Legal Counsel Elizabeth Cable reported there were no reportable action out of closed session.

3. Public Hearings

None

4. Regular Business

A. Approval of October 24, 2016 Draft Minutes (ATTACHMENT 4A)

On a motion by Commissioner Inscore, seconded by Commissioner Countess, and unanimously carried on a polled vote with Commissioner Greenough abstained, the Del Norte Local Agency Formation Commission board of Commissioners approved the minutes from October 24, 2016, as presented.

B. MSR/SOI Update Compliance Work Plan for 2017

Discussion was held in regards to Work Plan for 2017. Mr. Williamson reported this line item is informational only. Mr. Williamson reported LAFCO will be proceeding with updating the review for City of Crescent City. LAFCO will also be looking at updating several Special District reviews. LAFCO will also be updating the Healthcare District and Library District reviews. Mr. Williamson reported part of LAFCO's charge is the periodic MSR/SOI Updates. The MSR/SOI Update Compliance Work Program informs the Commission of scheduling for the five year cycle. Commissioner Countess asked if Board Member Thomas is still part of the Smith River Service District. Mr. Williamson responded that he was not sure, but he will give them a call. Chairman Gitlin asked if personnel will be updated too. Mr. Williamson responded that personnel will be reviewed too.

C. Meeting Dates for 2017

Discussion was held in regards to meeting dates. Mr. Williamson reported LAFCO will have a meeting every other month in the year 2017 to help reduce budget expenses. Chairman Gitlin asked if six meetings would be sufficient enough to cover all business. Mr.

Williamson responded that he thinks that they will work and we can always have a special meeting for extra business if needed.

On a motion by Commissioner Countess, seconded by Commissioner Greenough, and unanimously carried on a polled vote, the Del Norte Local Agency Formation Commission Board of Commissioners approved the Meeting Dates for 2017, as presented.

D. FY 2016-17 Mid-Year Budget Review

Discussion was held in regards to FY 2016-17 Midyear Budget Review. Mr. Williamson reported this item is just informational and to file away. Mr. Williamson reported there was a final budget of \$89,000 at the beginning of the year. LAFCO reduced that by \$5,000 based on actual Fund Balance. LAFCO reduced primarily through professional services and staffing. At this point all revenues received. LAFCO has only spent \$32,000 and the MSR/SOI balance will increase in the second half of the year. Mr. Williamson reported the insurance is paid and Commission is under budget for mid-year.

E. CALAFCO Quarterly Reports

Discussion was held in regards to Quarterly Reports. Mr. Williamson reported there is quite a bit of information that came out of the 2016 Conference. The Commission can log on to get an electronic copy of the quarterly report. There is good information in the report and they are keeping current on their statewide issues. They just updated the CALAFCO website. Mr. Williamson reported he provided copies of the quarterly report and the Sphere magazine.

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.

Mr. Williamson reported CSDA and CALAFCO made a proposal to help better facilitate participation and representation and LAFCOs. This Commissioner does not have California Special District association. The legislation is trying to find a couple of sponsors that would be willing to streamline Special Districts to the Commission. Mr. Williamson reported there would be two Special District public members in addition to the two County, Two City, and the public members if Special Districts participated. Mr. Williamson was asked to advise Senator McGuire of the proposal and see if he wishes to be a Co-Sponsor for Special Districts. Commissioner Inscore asked if this legislation goes through would the Special Districts roll-in under our process and would they be voting member/permanent. Mr. Williamson responded the Special District members would be permanent.

Commissioner Gitlin asked if there would be a separate report on Klamath. Mr. Williamson reported he had requested to attend the Klamath Fire District Board scheduled meeting. Mr. Williamson wanted to hear an update on recruiting and other members, but the meeting was canceled. Commissioner Gitlin asked in regards to the status of CALFIRE and the Klamath area. Mr. Williamson responded he is getting mixed messages from CALFIRE. Mr. Williamson reported there was a big fire in manila and Patrick's Point CALFIRE covered it, but then later found out the Klamath Engine backfilled. Commissioner Gitlin asked to agendize this issue for the March meeting for a fact-finding update. Chairman Gitlin is concerned if this isn't taking care of, it will become a safety issue. Commissioner Short reported he did hear CALFIRE is responding to Klamath area and their station is open. Chairman Gitlin was encouraged by that news.

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).

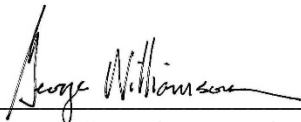
The following Commissioners reported on the following: none

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 Vice-Chairman adjourned the meeting at 4:43 p.m. until the next regularly scheduled meeting on March 27, 2017 at 4:00 p.m.



Respectfully submitted,