

REGULAR MEETING MINUTES

Del Norte Local Agency Formation Commission Board of Supervisors Chambers June 4, 2018 4:00 pm

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

Members absent: Public Member Sparky Countess

Others present: Executive Officer George Williamson, Nicole Burshem, PS Business Services, and Elizabeth Cable, legal counsel

1. Call to Order/Roll Call

Chairman Inscore called the meeting to order at 4:00 p.m. Nicole Burshem took roll call. Commissioner Greenough led the Pledge of Allegiance

Commissioner Gitlin arrived at 4:05 p.m.

2. Public Hearings

A. FY 2018-2019 Final Budget

The Commission received a verbal report from staff; Chairman Inscore opened the public hearing, there was no public testimony; and the Commission discuss the item. Chairman Inscore closed the hearing:

On a motion by Commissioner Gitlin, seconded by Commissioner Berkowitz, and carried by a 4-0 vote, Resolution 18-01 for the final Fiscal Year 2018-19 budget, as provided in agenda item Attachment A was approved. The Commission directed the Executive Officer to distribute the request for funds to the City of Crescent City and Del Norte County.

3. Regular Business

A. Approval of June 4, 2018 Draft Minutes

On a motion by Commissioner Greenough, seconded by Commissioner Berkowitz, and carried by a 4-0 vote the June 4, 2018 Minutes were approved.

B. FY 2017-18 Budget Review

Staff presented a budget spreadsheet with Adopted and Quarter 1, Quarter 2, Quarter 3, and Quarter 4 budget amounts, a year to date amount and year end projection. Expenditures to date have come in at or under budget for each of the line item expenses. Overall budget expenses projected to be below budgeted amounts. For revenues, interest expected to exceed projections. This was an informational item for the Commission with no action needed. Commissioners expressed appreciation for fiscal management.

C. . FY 2017-18 Budget Amendment

Chairman Blake Inscore serves on the CALAFCO Ad Hoc Finance committee. The committee has requested that Chairman Inscore attend an "in person" meeting in Sacramento on Friday, August 3rd 2018. Travel and Lodging costs are estimated to be:

Air Fare + Rental Car. CEC to OAK	\$ 408.25
Lodging: one night at up to \$ 250 per night:	\$ 250.00
Meals: Per diem for two days at: \$ 40.00 per day	<u>\$ 80.00</u>
Total (higher amount -air travel + car rental)	\$ 738.25

As noted in the prior agenda item there are sufficient FY 2017-18 budget funds available to cover this cost. The Commission approved travel expenditures, up to \$ 738.25 for Commissioner Inscore to attend the CALAFCO Ad Hoc Finance committee in August.

D. Del Norte LAFCo Agreement for Executive Officer Services

On a motion by Commissioner Berkowitz, seconded by Commissioner Greenough, and carried by a 4-0 vote the Commission authorized Planwest Partners Inc. to continue providing professional staffing services to the Del Norte Local Agency Formation Commission (LAFCo), for Fiscal Year 2018-2019. Planwest to perform the tasks and activities for Del Norte LAFCo identified in Exhibit A, Scope of Services. This includes the "Agreement for the Provision of Executive Officer Services for the Del Norte Local Agency Formation Commission", between the Commission and Planwest Partners, for guiding staffing services. The term and budget provisions were extended based on favorable Commission action.

E. Fire Services Update

The Commission received a report from staff on activities for the following fire districts: Crescent City Fire & Rescue; Fort Dick; Gasquet; Klamath; and Smith River Fire Protection Districts. This was an informational item for the Commission with no action needed.

F. Legislative Update – CALAFCO Support Letters

Staff had prepared legislative support letters for Legislative support for three bills CALAFCO has taken a support position on and requested commission support: AB 2238 (Aguiar-Curry); AB 2268 (Reyes); and SB 929 (McGuire). The Commission approved the letters as submitted and directed staff to distribute.

4. Inquiries, Correspondence, Application Status and Referrals

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

Municipal Services Review Update. Staff reported that the following MSR and SOI updates are actively in progress: Crescent City; Bertsch-Ocean

View Community Services District (CSD); Church Tree CSD; HRC CSD; Smith River CSD; Del Norte County Health Care District; and Del Norte County Library District. This was an informational item for the Commission with no action needed.

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).
Commissioner comment:

Commissioner Gitlin inquired as to progress between Yurok Tribe and Klamath FPD on mutual services.

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. Public comment: None.

5. **Adjournment**

Chairman Inscore Adjourned the meeting at 4:45PM.

Respectfully Submitted