

APPROVED MEETING MINUTES



Del Norte Local Agency Formation Commission
JULY 28, 2025 REGULAR MEETING - 4:00 PM
Del Norte County Board of Supervisors Chambers
Flynn Center - 981 H St. Crescent City, CA 95531

Members present:, Darrin Short (County Member), Jason Greenough (City Member), Isaiah Wright (City Member), Valerie Starkey (Alternate County Member) and Donna DeWolf (Alternate Public Member)

Members absent: Lyle Armstrong (Public Member & Chair), Dean Wilson (County Member & Vice Chair), J Tinkler (Alternate City Member)

Others present: George Williamson (Executive Officer), Jacqueline Roberts (County & LAFCo Counsel)

1. Call to Order/Roll Call

Commissioner Short called the meeting to order at 4:00 p.m. Roll call was taken. Attendees noted Greenough, Wright, Starkey, Short, DeWolf.

- A. Commissioner Short led the Pledge of Allegiance
- B. EO Williamson introduced County Counsel, Jacqueline Roberts, as LAFCo legal counsel for FY2025-26.

2. Public Comment

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.

No Public Comment

3. Consent Calendar

- A. Draft June 2, 2025 Minutes

On a motion by Commissioner Wright, seconded by Commissioner Greenough and carried by a 5 – 0 vote, the Commission approved the Consent Calendar.

4. Public Hearings

- A. Continued Hearing: Del Norte County Fairgrounds Recreation and Park District approval of Resolution No.25-02 amending Resolution No. 14-12 to remove Condition #3 for reserve restriction and MSR/SOI Update, Resolution No.25-04. With amendment that date of action is July 28th rather than June 2nd.

Resolution No.25-02 Presentation/Testimony

Commission received a staff report from Executive Officer. This is a continued public hearing.

Del Norte Local Agency Formation Commission

July 28, 2025 4:00 pm Regular Meeting

Commissioner Greenough: in the last meeting we opened up with this hearing and there were some concerns with the long time viability of the district. Two Commission members were not here to also voice their concerns, but there were several questions about the long term viability and the long term plan for the district. Thank you all for being here to help answer those questions.

Commissioner Short: prior discussions centered around our concerns about these capital improvement projects and operation of the fair going into the future. If funds are released to do capital improvement projects, what does it look like at the end of five years or six years. You know, I have confidence in this group, so we appreciate Board Members being here and I'd like to hear from both the 41st and the Parks and Rec district. It seems like in what I'm reading that you guys are both on the same page.

District Board Members Doug Wakefield, Michelle Camarena, Donna Hopkins, Cory Countess and Sabrina Renner all addressed the Commission

Board President Wakefield: We're, we're already three years past sales tax sunset date and we're still doing pretty well, but the fairgrounds is in dire need of a lot of maintenance and things break. And basically that's where the money is going to go. Operating costs and emergencies. We do have some projects that we feel like will bring in income, but those are hard to find. I heard a lot of your comments and don't think that we haven't discussed each and every one of those

Board Member Cory Countess: The grant writer recently selected is looking at private state and federal grants. And he's been very successful at getting private grants. He understands Del Norte County. He's done a lot of background. he understands the dynamics of being in the rural area and the. And the type of grants that that usually get funded for these type of areas.

Commissioner Starkey: So my question is that you currently have unrestricted available funding. Why don't we spend down that amount and work towards some of these the CIP projects that you have see if they're working Why do you want to have that \$1.6 million?

Board President Wakefield: That amount in reserve isn't really going anywhere. It's going to stay in there earning the same interest that that it's earning right now. It's just if this process takes a while. We just want to have the ability to have that money available to us. We could possibly get a \$20 million grant, but we might need \$3million matching to accept that grant.

Board Member Donna Hopkins: In the addendum packet there's an updated CIP and we took out those big expenditures and focusing on those for grant, those would have to be done with grant, which we knew that before. But on the paper this way it shows that we have money allotted for grant writing matching funds and then also in our annual expense administration, there's monies in that category for grant writing, so using the funds closely that way and seeing if we can get some grants working for us.

Del Norte Local Agency Formation Commission

July 28, 2025 4:00 pm Regular Meeting

Retired County Fair Manager Randy Hatfield, addressed the Commission:

Randy Hatfield: the special district really has done their due diligence in protecting this fund and it has made the fair go through challenges not just hand over the money and say OK, you're fine. They've proven themselves, they said, we want to take care of that fair. We want to make sure that they're doing their capital improvements. They're doing their everyday operations. And everybody that group is on the same page, which is really important. And they conduct meetings on where the future is going to be because they know that money's not going to be there forever.

Commissioner Greenough: I don't have any further questions, but thank you so much for being here to answer our questions. We really care about our fair and our community and we want to be partners in this, not adversaries, so thank you so much.

Commissioner Short: I'll open up the public comment.

John Roberts, Public Member: think one of the problems in this Community is we keep chasing the Humboldt tail. This county is not anywhere near as fortunate as Humboldt is business wise. Resources wise, I think the fair board needs to look at other equivalent rural, predominantly rural county fairs. We need to find other small fairs our size that are successful

On a motion by Commissioner Starkey, seconded by Commissioner Greenough and carried by a 5 - 0 vote, the Commission approved Resolution No.25-02 amending Resolution No. 14-12.

MSR/SOI Update Presentation/Testimony

Commission received a staff report from Executive Officer. This is a continued public hearing. The MSR will be updated to include the CIP in the addendum packet. It was acknowledged that most of the comments on this item had been addressed in the prior hearing.

On a motion by Commissioner Starkey, seconded by Commissioner Greenough and carried by a 5 - 0 vote, the Commission approved of the MSR/SOI Update by Resolution No.25-04.

5. Regular Business (All Informational Only)

A. MSR/SOI Updates

For Big Rock CSD, EO reported that general manager and Board President Mr. Akin have been responsive on MSR inquiries.

They've reviewed an administrative draft and we have we have agreement on the MSR, now we're getting into a discussion about should there be a Sphere of Influence (SOI) Amendment. There are topographic areas beyond the district boundary that could be gravity fed with the existing tank structure and so we're reviewing that.

Del Norte Local Agency Formation Commission

July 28, 2025 4:00 pm Regular Meeting

This MSR SOI Update will be scheduled for a future Commission Hearing.

For the Library District, EO reported there is a meeting packet addendum packet with correspondence specifically related to the library district, with correspondence from Library district board member Andrew Murphy. There's correspondence from Alicia Williams, Public Representative, and those are in your packet. What we're hearing from the district board is that they've just gone through a fiscal year 25/26 budget process. They're in the process of amending or approving that, but they have a draft budget outfit really covers documents, revenues, covers expenses and the big tick. The big ticket item for them is this state audit. And they in the fact that in the addendum, you'll see some comments from Mr. Murphy, on where they are with that and their expectations that that will come through and that they'll be acknowledged for the cost documentation that they have maintained and provided and so they are expecting the audit soon and as soon as that comes in we will incorporate that into the municipal service review and bring that to this Commission for hearing. Again, both Andrew Napier and Andrew Murphy have been from the board, and have been responsive to my information requests and concerns.

Board Member Megan McGlasson and Del Norte Reads Coordinator Terren Musback addressed the Commission.

Board member McGlasson stated that the County Auditor reported that the third party independent audit at the county covers both the Library District and Del Norte Reads we do not need to do another audit. That we are engaging in a supplementary audit just in case.

Del Norte Reads Coordinator Terren Musback reported that Del Norte Reads received CLS funds and we had two very strong program managers pre COVID, just like every other COVID story, it was very tumultuous for the following two years. And put us on a funding hiatus while still expecting us to run a program which we did as a library district and then required us to do an audit and we cannot reapply to be part of the program again until they open for new applications, which could be next year. I wrote an 11 page letter, advocating for our community to be able to remain in the cells program to still undergo the audit, you know, to fix whatever's happened. But my reasoning was around the need for literacy and donor, and this idea that we may or may not be able to reapply next year and the following years and they still wouldn't consider any other alternative, so I'm currently seeking other funding for adult work reads and I'll continue to do that. And the library board is continuing to support Del Norte Reads. But the fact of the matter is we might not have a literacy program in September if we can't find more funding.

Public Comments received from Alicia Williams and former board member John Roberts. They commented on accountability and financial issues associated with the Library District.

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Del Norte Local Agency Formation Commission

July 28, 2025 4:00 pm Regular Meeting

B. Compliance Work Plan for FY2025-26

The Commission received a staff report on this Informational item.

C. Current & Pending Applications

The Commission received a staff report on this Informational item.

The EO reported that the current application we're most engaged in right now is Del Norte Resource Conservation District has applied to expand their sphere of influence, county wide asked for quite a bit of information from the district to support that application. We're expecting to get that here in the next couple of weeks and if so, that could be a MSR and SOI amendment scheduled for public hearing this year.

D. Form 700 & Commissioner Ethics Training

The Commission received a staff report on this Informational item.

Public Comment received from Alicia Williams regarding ethics training.

6. Inquiries, Correspondence, Application Status and Referrals

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

Legislative & CALAFCO Update. The EO reported that CALAFCO correspondence is included in the meeting packet. They're going through a state level overhaul, and they're reaching out.

I reached out to Jacqueline about possibly some clerking duties, again for cost controls. New goals there, but just to keep things on a clear basis.

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).

7. Adjournment

Meeting Adjourned at 5:10PM.

Next Meeting: A Special meeting is scheduled for September 29, 2025.