



SPECIAL COMMISSION MEETING

Del Norte Local Agency Formation Commission

September 29, 2025 – 4:00 PM

Del Norte County Board of Supervisors Chambers

Flynn Center - 981 H St. Crescent City, CA 95531

APPROVED MEETING MINUTES

Members present: Lyle Armstrong (Public Member & Chair), Dean Wilson (County Member & Vice Chair), Darrin Short (County Member), Isaiah Wright (City Member), and Donna DeWolf (Alternate Public Member)

Members absent: Jason Greenough (City Member)

Others present: George Williamson (Executive Officer), Jacqueline Roberts (County & LAFCo Counsel), Nicole Trinidad (Clerk), Emma Haskett (Analyst)

1) Call to Order/Roll Call

- a) Commissioner Armstrong called the meeting to order at 4:00 p.m. and led the Pledge of Allegiance

2) Public Comment

- a) The public is invited to comment:

Annie Nehmer, Crescent City Harbor District Board Member, requested that LAFCo review the District's finances in its fiduciary capacity. She commented that the District is facing serious financial constraints, with a five-year review approaching (MSR), and asked for in-depth financial review and oversight assistance. The current budget reflects a \$340,000 deficit, and the District has operated at a deficit in 10 of the past 12 years, totaling approximately \$4 million. Nehmer noted that the District has historically adopted unbalanced budgets.

3) Consent Calendar

- a) Draft July 28, 2025 Meeting Minutes:

On a motion by Commissioner Short, seconded by Commissioner Wilson, and carried by a 4-0 voice vote, the Commission approved the Consent Calendar

4) Public Hearings

- a) No public hearings

5) Regular Business

- a) MSR Updates:

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Draft Big Rock CSD MSR/SOI - Commission received staff report

Executive Officer Williamson presented the Municipal Service Review for Big Rock CSD, describing it as a well-managed district with stable budgets.

CSD Board President Hank Akin addressed the Commission, commenting on the District's upgraded dual 10hp river pumps, and expanded water storage from 100,000 to 200,000 gallons.

EO Williamson proposed a Sphere of Influence expansion to areas below 200 feet across Douglas Parkway, noting annexation would require District or property owner action and new water line infrastructure.

Commissioner Short asked about prior expansions into Jedediah Smith Park, fire safety, and whether the SOI should be reduced if planned park improvements do not occur.

Board President Hank Akin said the District has improved capacity and redundancy to meet emergency needs, raised concerns about the Redwood Meadows RV park converting to year-round tiny housing, and explained upcoming state backflow and cross-connection requirements.

Commissioner Wilson suggested using new state-funded LIDAR mapping to identify water diversions and infrastructure.

Public commenter John Roberts asked about the difference between District boundaries and the SOI, which Commissioner Short clarified. Chair Armstrong closed the item, noting it was for discussion only and would return in November for hearing and possible action.

Del Norte County Library District MSR/SOI Update - Commission received staff report

Executive Officer Williamson presented the draft Municipal Service Review and Sphere of Influence update for the Del Norte County Library District, noting a full board of trustees and four standing committees but ongoing fiscal challenges and difficulty recruiting a director. He said an audit had been received and incorporated into the draft and that the District is seeking restoration of California Literacy Services funding for the Del Norte Reads program.

During public comment, Alicia Williams questioned the report's accuracy, stating an independent audit has not yet been completed and urging stronger LAFCo oversight due to concerns about financial accountability and limited literacy programming. Former trustee John Roberts called for tighter financial controls, improved personnel processes and possible leadership changes, and flagged public safety issues around the library that may deter use.

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Chair Armstrong advised that many concerns should first go to the elected library board; Commissioner Wilson supported the need for an independent audit and emphasized hiring a manager with business skills to stabilize operations. EO Williamson will follow up on the issues and return the item for a public hearing in November

b) Year End Accounting Summary FY 2024-25

Executive Officer Williamson presented the year-end accounting summary for fiscal year 2024–25, noting expenses closely matched the budget, with slightly higher service costs due to completion of the Park and Recreation District application and MSR. A final accounting and reimbursement request has been submitted, with funds expected to post in the 2025–26 budget. The report was received and filed.

c) Current & Pending Applications

Executive Officer Williamson reported that with the Park and Recreation District application complete, the main active application is from the Del Norte Resource Conservation District, which seeks a countywide sphere of influence expansion. Staff are preparing an updated Municipal Service Review and SOI amendment, with a list of proposed services included in the staff report, and the item is expected to return in November for hearing and possible action.

d) Policy 2.4.6 Public Participation Revision

Executive Officer Williamson presented revisions to the public participation policy, adding a three-minute time limit and moving public comment to the start of the agenda while retaining the chair's discretion to extend time for applicants. Commissioner Short supported the changes and moved for adoption. During public comment, Alicia Williams raised concern about limiting participation, and LAFCo Clerk Nicole Trinidad clarified the revisions were meant to improve clarity, not restrict input.

On a motion by Commissioner Short, seconded by Chair Armstrong and carried by a 4-0 voice vote, the Commission approved the policy revision.

6) Inquiries, Correspondence, Application Status, and Referrals

a) Staff

The Commission will consider taking action regarding a CALAFCO Board Vote to be cast at the 2025 Conference by Absentee ballot. The Executive Officer will also provide a report on current issues of interest and pending legislation.

No staff comments.

b) Commission

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On their own initiative, members may make brief announcements or reports on their activities. They may ask questions for clarification, make a staff referral, or request a future agenda matter per GC § 54954.2 (a).

During commissioner reports, Commissioner Short asked for clarification on LAFCo's role in addressing concerns raised by members of special district boards, referencing issues at the Harbor District. Executive Officer Williamson explained that if a district shows deficiencies during a Municipal Service Review, the commission may impose conditions or request corrective action within a set timeframe. In cases where a district is unable to meet its statutory mission or provide services, LAFCo has authority to consider dissolution, provided a successor agency can be identified. Commissioner Wilson added that LAFCo's role centers on ensuring districts remain functional and financially viable, citing the Klamath Fire District as an example of successful recovery after near dissolution.

7) **Adjournment:** Meeting Adjourned at 5:05 PM

The next Regular Commission Meeting is scheduled for November 24, 2025, at 4:00 pm at the Del Norte County Flynn Center, located at 981 H St., Crescent City, CA 95531.