

**REGULAR MEETING MINUTES**  
**Del Norte Local Agency Formation Commission**  
**July 27, 2009**  
**4:00 pm**

**Present:** Commissioners Leslie McNamer, Gerry Hemmingsen, Donna Westfall, Kathryn Murray

**Absent:** Public Member Sparky Countess

**Others Present:** George Williamson, Executive Officer and Karen Phillips, Recording Secretary and Carol Leuthold, HRC CSD Secretary Treasurer

1. Call to Order/Roll Call

Chair McNamer called the meeting to order in open session at 4:01 p.m.

2. Public Hearing

A. Municipal Service Review and Sphere of Influence update hearing and resolution for the following district: (ATTACHMENT)

<b>Special District</b>	<b>MSR Services</b>	<b>Sphere of Influence</b>
HRC Community Services District	Water	Proposed reduction

Executive Officer George Williamson reported on the HRC Community Service District's (CSD) MSR and sphere of influence. The public hearing was opened at 4:02 p.m. Spheres of influence in older districts were drawn in very sweeping motions and were frequently bounded by geographic boundaries such as rivers, mountains, etc. There are two private water companies within this district (Blackberry and Kelsey Trail). Carol Leuthold, the HRC CSD Secretary/Treasurer attended the hearing. Should these water companies need to be annexed into the district in the future the cost will be borne by the companies pursuing the annexation. This is a water only district, with storage for the current capacity; however, they do have a budget shortfall. Rates will be reviewed to see if an increase is in order. The sphere is being reduced as recommended by staff, based on the finding that lands are designated State and Federal adjacent to the Smith River, and timber to the north. There were no public comments regarding this matter. The hearing was closed at 4:13 p.m.

On a motion by Commissioner Westfall, seconded by Commissioner Hemmingsen, and unanimously carried on a polled vote, the Local Agency Formation Commission approved and adopted the HRC CSDs Municipal Service Review and reduced sphere of influence, including Resolution No. 09-11, entitled, A RESOLUTION OF THE DEL NORTE LOCAL AGENCY FORMATION COMMISSION APPROVING A MUNICIPAL SERVICES REVIEW FOR THE HRC COMMUNITY SERVICES DISTRICT, as presented.

3. Regular Business

A. Approval of June 15, 2009 Minutes (ATTACHMENT)

On a motion by Commissioner Hemmingsen, seconded by Commissioner Murray, and unanimously carried, the Local Agency Formation Commission approved and adopted the minutes of the June 15, 2009 Local Agency Formation Commission meeting as presented.

B. CALAFCO Memo – Board and Achievement Nominations (ATTACHMENT)

George Williamson, Executive Officer, reported on the opportunity for Del Norte LAFCo to make nominations for CALAFCO Board of Directors. It was also reported that the Annual CALAFCO conference is in October 2009 and there are funds in the budget to send a member; it appears that Chairman McNamer will attend the conference. No action was taken.

C. Municipal Services Review Compliance Status (ATTACHMENT)

Executive Officer George Williamson reported on the MSR's. There has been good progress made and there is much left to do. Several MSR's will be brought back to the Commission in August. Chairman McNamer thanked Mr. Williamson for getting the MSR's up to date and keeping the commission informed.

D. Affirmation by Resolution of LAFCO action on Redwood Springs Estates Annex to HRC Community services District (ATTACHMENT)

George Williamson, Executive Officer, reported to the Commission on the resolution. This is a clean-up item and there appears to be no resolution in the record. The applicant for Redwood Springs Estates Annexation and district representatives have provided the materials necessary to submit the annexation to the Board of Equalization. HRC will meet after the Board of Equalization gives approval to pass their version of the resolution approving the annexation.

On a motion by Commissioner Hemmingsen, seconded by Commissioner Westfall, and unanimously carried on a polled vote, the Local Agency Formation Commission approved and adopted Resolution No. 09-12, entitled, RESOLUTION OF THE DEL NORTE COUNTY LOCAL AGENCY FORMATION COMMISSION APPROVING THE REDWOOD SPRINGS ESTATES ANNEXATION TO THE HRC COMMUNITY SERVICES DISTRICT.

E. Budget Status Report for 2008-09 (ATTACHMENT)

Executive Officer Williamson presented the budget status report in Attachment 3E showing unexpended funds for FY 2008-2009 to be \$4,233.33 based on the County Auditor's report through June 30, 2009, which will be rolled over into the 2009-2010 FY budget. No action was necessary.

4. Reports

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

The Executive Officer's report included the following topics: None.

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 be placed on a future agenda per Government Code Section 54954.2 (a).

The following Commissioners made comments: None.

C. Public - Public comment on items of interest to the public within the subject matter jurisdiction of the Local Agency Formation Commission, and not otherwise appearing on the agenda. No action may be taken on any item not appearing on the agenda.

The following persons addressed the Commission: None.

5. Adjournment

There being no further business to come before the Commission, Chair McNamer adjourned the meeting at 4:24 p.m. until the next regularly scheduled meeting in September, 2009, on a date to be determined, at 4:00 p.m.

Respectfully submitted,

Karen L. Phillips, Recording Secretary