

ATTACHMENT 3A

MINUTES  
Del Norte Local Agency Formation Commission  
January 25, 2010  
4:00 pm

**Present:** Commissioners Leslie McNamer, Martha McClure (alternate), Charles Slert, Kathryn Murray (entered late) and Public Member Sparky Countess

**Absent:** Gerry Hemmingsen

**Others Present:** George Williamson, Executive Officer, Bill Lonsdale & sister, Michele Rambo, Eric Wier, Rod Butler and Karen Phillips, Recording Secretary

1. Call to Order/Roll Call

Chairman McNamer called the meeting to order at 4:00 p.m.

2. Public Hearing

A. Municipal Service Review and Sphere of Influence update hearing and resolution for the following district: (ATTACHMENT 2A)

<b>Special District</b>	<b>MSR Services</b>	<b>Sphere of Influence</b>
City of Crescent City	FP, LE, PR, PF, CS, W, WW	SOI Amendment Proposed

The public hearing was opened at 4:00 p.m. and discussion was held regarding the City of Crescent City MSA and proposed reduction of Sphere of Influence.

Kathryn Murray entered the meeting at 4:02 p.m.

George Williamson reported on the MSR for the City of Crescent City and indicated that Councilmember Kathryn Murray has requested that the matter be continued since she had not received the information in time to give it a thorough review. According to Mr. Williamson, all of the six determinations listed for MSR's are in place and addressed in the City's MSR, as well as favorable determinations made in all of these six areas. Mr. Williamson indicated that the City staff was very helpful in this process. Other members of the commission expressed the need to continue the hearing to review the MSR prior to taking action to approve it. The proposed reduction in the sphere of influence would delete areas where the City does not intend to expand the provision of services, which would make the boundaries fit within the Urban Boundary. Chairman McNamer asked what the differences are in the outlined areas as marked on the map (shown at the meeting). The Martin Ranch area, the proposed site of the new Elk Valley Rancheria resort, is outside the current sphere of influence

and is not covered by services provide by of any other agency or CSA. Discussion was held regarding the method/rationale used for identifying the current sphere of influence for the City. Commissioners would like the county to show the county's sphere on an overlay to this map to get a better picture of the sphere of influence and the proposed reduction in sphere of influence. The sphere was made its current size years ago to capture urban development funds for water and sewer services. The Bertsch Ocean View CSD MSR was continued at a previous meeting and will be coming back to the commission next month. The CSA may request a boundary adjustment/annexation to include the Martin Ranch area. The City is considering the water-wheeling idea as an alternative to getting included in the Bertsch Ocean View CSD. Rod Butler, City Manager, reported that the budget information presented in the MSR needs to be updated with the new financial information available. He will also be giving Mr. Williamson some other minor corrections. The City would like to work with Mr. Williamson regarding the MSR to address the issues of sphere of influence and any annexation of the Martin Ranch to Bertsch Ocean View CSD. Bill Lonsdale commented generally that he hopes that there is another public hearing when the new information is available. He fails to see a compelling reason for the change in sphere. He also hopes to see work between the staff's to support the expansion of the sphere to the outlying areas, if possible. Commissioner Countess asked to continue this hearing to April 2010 and discussion was held regarding re-noticing the hearing.

The public hearing was closed at 4:26 pm., without action, on a unanimously carried motion by Commissioner McClure, seconded Commissioner Countess.

### 3. Regular Business

- A. Approval of November 23, 2009 Minutes (ATTACHMENT 3A).
- B. Municipal Services Review Compliance Status (ATTACHMENT 3B.)
- C. Budget Status Report 2009-2010 (ATTACHMENT 3C.)
- D. Proposed Budget Amendment for 2009-2010 (ATTACHMENT 3D.)
- E. Affirmation of Pacific Shores Dissolution Resolution (ATTACHMENT 3E.)

On a motion by Commissioner Countess, seconded by Commissioner Slerf, and unanimously carried, the Local Agency Formation Commission approved and adopted the minutes of the November 23, 2009 meeting, as presented.

MSR Compliance – A brief report was given. All special districts are done and the commission has a complete set of MSR's that have been updated to comply with law. With the exception with some continuances, Del Norte County is up to date. The next round of updates will begin this fiscal year on those MSR's approved in 2005.

Budget Status Report - \$40,000 is left in the budget. The budget is on track with the exception of legal fees and MSR updates/approvals.

Proposed Budget Amendment – Mr. Williamson presented the amended budget, which includes \$18,000 of unexpended funds that are not shown on the

current budget. Mr. Williamson requested these funds to be used for MSR's and sphere preparation, which takes a majority of his time. He would like to allocate \$8,000 of the unexpended funds to MSR's and \$6,000 for legal expenses. That should leave about \$5,000 in reserve of the unexpended funds. Discussion was held regarding the legal counsel invoices that have yet to be paid. The invoices are not sent on a regular basis so they run several months late.

On a motion by Commissioner McClure, seconded by Commissioner Murray, and unanimously carried on a polled vote, the Local Agency Formation Commission approved and adopted Attachment 3D - Fiscal Year 2009-2010 Budget Amendment, as presented.

Affirmation of Pacific Shores Dissolution - No signed copy of the resolution exists and staff would like to have an original on file. After discussion staff indicated that they will get another copy of the resolution signed for the files by the original officers as adopted in 2007.

4. Inquiries, Correspondence, Application Status and Referrals

- A. Staff - The Executive Officer will provide a report of current projects, issues of interest, and pending legislation.
- 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).
- 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 reports were made: Mr. Williamson reported on the educational DVD that was recently mailed to his office regarding "LAFCO 101", he brought the DVD for informational/educational purposes to share with the commissioners.

No public comments were made.

Staff was asked to add the election of a new chair and vice-chair to the February agenda.

5. Adjournment

There being no further business to come before the Commission, the chairman adjourned the meeting at 4:46 p.m., until the next regularly scheduled meeting on February 22, 2010 at 4:00 p.m.

Respectfully submitted,

Karen L. Phillips, Recording  
Secretary