

MINUTES REGULAR MEETING

Del Norte Local Agency Formation Commission

September 26, 2011

4:00 pm

Members Present: Chairman Kathryn Murray, Vice-Chairman Leslie McNamer, Gerry Hemmingsen (arrived later) and Charles Slert

Members Absent: Public Member Sparky Countess

Others Present: George Williamson, Executive Officer, Karen Phillips, PS Business Services, and County Counsel Gretchen Stuhr

1. Call to Order/Roll Call

Chairman Murray called the meeting to order at 4:07 p.m.

2. Public Hearings

A. Big Rock Community Services District Annexation & Draft Municipal Services Review and Sphere of Influence Update (ATTACHMENT 2A).

George Williamson presented the staff report and history of the Municipal Services Review (MSR) and annexation request and noted this action also fixes a mapping discrepancy, which corrects boundary line information, and adds annexation areas "A" and "B". The new Sphere of Influence boundary is expanded as well and both District and Sphere of Influence boundaries remain conterminous. In the MSR section on District Board members, Clif Shepard and Charles Swenson will have their names corrected. Commissioner McNamer asked what the visitor's center was doing for water prior to this annexation proposal. A member of the audience thought that the water came from a well prior to the annexation; however, it seems it was within the district boundary all the time. Commissioner Slert asked about reimbursement for fire protection and getting memorandums of understanding signed. It was noted that water is being charged for per gallon. Craig Bradford, president of the district, entered the meeting at 4:19 p.m. Staff indicated that the district would need to work out the fire protection issue.

Chairman Murray opened the public hearing at 4:14 p.m. No public comments were made; however, the commissioner discussed the annexation and MSR.

Commissioner Hemmingsen entered the meeting at 4:16 p.m.

Chairman Murray closed the public hearing at 4:20 p.m.

On a motion by Commissioner McNamer, seconded by Commissioner Hemmingsen, and unanimously carried on a polled vote, the Local Agency Formation Commission approved and adopted Resolution No. 11-04, entitled, A RESOLUTION OF THE DEL NORTE LOCAL AGENCY FORMATION COMMISSION APPROVING TWO ANNEXATIONS, A BOUNDARY ADJUSTMENT, AND A MUNICIPAL SERVICE REVIEW FOR THE BIG ROCK COMMUNITY SERVICES DISTRICT, as presented.

3. Regular Business

A. Approval of August 22, 2011 Draft Minutes (ATTACHMENT 3A).

On a motion by Commissioner Slett, seconded by Commissioner McNamer, and unanimously carried, the Local Agency Formation Commission approved and adopted the minutes of the August 22, 2011 meeting as presented.

B. FY 2011-12 Budget Status Report (ATTACHMENT 3B).

Discussion was held regarding the FY 2011-12 Budget. Mr. Williamson noted that the professional services line item should be \$21,000 not the amount noted in the agenda. The budget is expected to close in a balanced manner. No action was necessary.

C. Fire Protection District 2011 MSR & SOI Update Status (VERBAL REPORT NO ATTACHMENT).

Executive Officer Williamson presented a verbal report regarding the Fire District 2011 MSR and SOI update. Mr. Williamson has attended the Del Norte Fire Chiefs meeting in August. The meeting was held in Fort Dick. They are getting great cooperation from all the districts and they are working together. There was a presentation from Humboldt State University Emergency Preparedness Program representatives regarding Community Emergency Response Team (CERT) training through the university. The Del Norte Fire Safe Council is helping with getting this training provided in Del Norte County. Local Agency Formation Commission staff will work to help get the word out to special districts about the training. In addition, staff discussed bringing several Fire Protection District MSR's with boundary adjustments to the commission in the following months.

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

The Executive Officer's report included the following topic: 1) Selection of Regional CALAFCO representative - is Mary Jean Griego.

The Commission heard an inquiry from Dave Markel regarding a waterline that passes near the Safeway then near Sunset Circle before reaching Bertsch-Ocean View Community Services District (CSD). Commissioner Hemmingsen and noted that Dave Markel is a member of the Bertsch-Ocean View and they wanted to know who had control of that waterline and getting clarification regarding whose line it is and the boundaries of the district. Mr. Markel noted that the waterline was owned by McNamara and Peepe at one time. He would like to know who owns the line and who will maintain it. It is rumored that Ocean View owns the line, but it is unknown who would service the line if there is an issue. Staff will review the matter and get back to Commissioner Hemmingsen on behalf of David Markel, 204 Pike Street, Crescent City, CA 95531. The matter will be an informational item on the next agenda.

- 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 reports were made: Commissioner Slet noted that he was approached by three people regarding restrooms in a cemetery. People are approaching him about the lack of upkeep at the Odd Fellows, Veterans and Catholic Cemeteries. He wants to know if there is something that can be done, including a possible joint powers authority to provide restrooms, upkeep, etc., at each of the cemeteries. Commissioner Hemmingsen acknowledged his understanding that the lack of a revenue sources is a major hurdle for the districts, in addition to getting the approval of all cemetery districts for a joint powers authority or other agreement. Mr. Williamson stated that he will look into the matter and review the district formation information for cemetery districts. Commissioner Slet indicated he heard that Elk Valley Rancheria and Del Norte County are at an impasse and they (Rancheria) are in fact pulling out of a memorandum of understanding for the Drug Task Force officer.

- 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 public comments were made: Craig Bradford noted he is the President of the Board of Directors of the Big Rock Community Services District. He stated there are substantial changes in their MSR and he feels that the MSR could be updated to make it work for another five years. He also wanted to say that as a customer of the Local Agency Formation Commission, it was a joy to work with Mr. Williamson, "he is as best as they come." Getting the information

updated and correct will allow the MSR to go through 2016, unless there were other changes. This work should only take a few days and will come back as an adopted MSR with the assistance of staff.

5. Adjournment

There being no further business to come before the Commission, Chairman Murray adjourned the meeting at 4:45 p.m., until the next regularly scheduled meeting on October 24, 2011

Respectfully submitted,

Karen L. Phillips, Recording
Secretary