



## AGENDA ITEM 5A

### JANUARY 18, 2017 REGULAR MEETING MINUTES

#### 1. CALL TO ORDER

The meeting was called to order at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka, with Chair Fennell presiding.

#### 2. FLAG SALUTE

#### 3. ROLL CALL

Members Present: Estelle Fennell, Debra Lake, Sue Long, Gordon Johnson, and Troy Nicolini  
Members Absent: Robert McPherson and Virginia Bass  
Alternates Present: Ryan Sundburg and Skip Jorgensen  
Alternates Absent: Frank Scolari and Mark Wheatley  
Staff: George Williamson, Executive Officer  
Colette Metz, Administrator  
Paul Brisso, Legal Counsel

#### 4. PUBLIC APPEARANCES

None

#### 5. CONSENT CALENDAR

##### A) Approval of September 21, 2016 Regular Meeting Minutes

##### B) Approval of Meeting Calendar for 2017

**Motion Nicolini/Long** to approve consent calendar. Motion passed by 6-0-1 (Sundburg) vote. Commissioner Sundberg abstained, noting that he was not present at the September 21, 2016 meeting, which the minutes documented.

#### 6. BUSINESS ITEMS

##### A) Designation of Chair and Vice Chair for 2017

The LAFCo Commission appointed officers for the 2017 calendar year.

**Motion Nicolini/Long** to appoint Estelle Fennell as Chair of the Commission. Motion passed by 7-0-0 vote.

**Motion Johnson/ Nicolini** to appoint Robert McPherson as Vice-chair of the Commission. Motion passed by 7-0-0 vote.

##### B) Fiscal Year 2016-17 Mid-Year Budget Report and Amendment

Executive Officer Williamson summarized the staff report and noted that actual expenses associated with conference registration and travel expenses are more than budgeted for the year. Expenses primarily are attributed to the CALAFCO Conference, which Commissioners and staff attended. A budget amendment of \$3,260 was proposed which would be covered by the Commissions available fund balance.

**Motion Nicolini/Johnson** to adopt Resolution No. 17-01, approving a budget amendment for fiscal year 2016-17. Motion passed by roll call vote of 7-0-0.

**C) Approval of Conducting Authority Proceedings for the Strongs Creek Valley Annexation to the City of Fortuna**

Commissioner Long recused herself from the hearing due to a conflict of interest related to her employer owning property within the annexation area. Executive Officer Williamson summarized the staff report and reported that no protests were filed by the close of the October 24, 2016 protest hearing held in Fortuna.

**Motion Johnson/Sundberg** to adopt Resolution No. 17-02, ordering the Strongs Creek Valley Annexation to the City of Fortuna without election, subject to the satisfaction of the terms and conditions in Resolution No. 16-06, as adopted by the Commission on September 21, 2016. Motion passed by roll call vote of 6-0-0.

**7. PUBLIC HEARING ITEMS**

**A) Eel River Valley-Lost Coast Regional Fire Services Municipal Service Review**

Chair Fennell opened the public hearing. Administrator Metz summarized the staff report and discussed the document's focus on the out of district response services provided by each district to areas surrounding their district boundaries. Updated spheres of influence to match out-of-district response areas were recommended. Seeing no members of the public wishing to speak on the item, Chair Fennell opened up discussion to the Commission. The Commission asked questions regarding the status of Scotia CSD and the Scotia VFD. State highway responsibility and SRA fee-reduction were also discussed. Chair Fennell closed the public hearing.

**Motion Nicolini/Johnson** to adopt Resolution No. 17-03, approving the Eel River Valley/Lost Coast Regional Fire Services Municipal Service Review and updating the spheres of influence for each fire-related district studied in the MSR. Motion passed by roll call vote of 7-0-0.

**B) North County Regional Fire Services Municipal Service Review**

Chair Fennell opened the public hearing. Administrator Metz summarized the staff report and discussed the document's focus on the out of district response services and mutual aid agreements in the North County area, particularly those provided by County Service Area (CSA) #4 and Orick Community Services District (CSD). The noted exception in the area is the City of Trinidad, whose fire department does not generally respond to calls beyond their city boundary. Updated spheres of Influence were recommended for each organization. Seeing no members of the public wishing to speak on the item, Chair Fennell opened up discussion to the Commission. The Commission discussed call volumes for departments. Commissioner Lake noted that call volumes are increasing. She noted that historically, the County has averaged 3,000 to 4,000 calls. In 2016, the County had approximately 11,000 calls. The Commission also discussed the CAL FIRE Amador Agreement for CSA No. 4 and the important role that Westhaven VFD is providing to improve local response and reduce ISO rating within 5 road miles of the Westhaven Fire Station. Chair Fennell closed the public hearing.

**Motion Long/Lake** to adopt Resolution No. 17-04, approving the North County Regional Fire Protection Services Municipal Service Review and updating the spheres

of influence for each fire-related district studied in the MSR. Motion passed by roll call vote of 7-0-0.

## **8. INFORMATIONAL AND CONTINUING ITEMS**

### **A) CALAFCO Conference Report Out**

Administrator Metz summarized the staff report and noted that Commissioners have access to CALAFCO conference materials online, as outlined in the staff report. By order of the Chair, the Commission received and filed the report.

### **B) 2017 Commission Work Plan Strategy Session**

A supplemental staff report was provided to Commissioners at the meeting, which included an additional Commissioner's response to the survey. Amended/additional text was highlighted in yellow. Administrator Metz introduced the staff report and discussed Commissioner responses to questions. The Commission discussed outreach opportunities, such as the "What is LAFCo" brochure, and possibly creating a LAFCo Facebook account. Commission policy updates were also discussed and direction was provided to staff to bring policy update recommendations to the Commission's May meeting.

### **C) Status of Current and Future Proposals**

By order of the Chair, the Commission received and filed the report.

## **9. EXECUTIVE OFFICER'S REPORT**

### **A) CALAFCO *The Sphere*, October 2016**

### **B) CALAFCO *Quarterly*, December 2016**

### **C) CALAFCO White Paper: *Sustainable Groundwater Management Act and LAFCOs*, December 2016**

### **D) CALAFCO 2016 CKH Guide**

Executive Officer Williamson reported on the above items.

## **10. WRITTEN CORRESPONDENCE**

### **A) Correspondence from Ed Voice on December 12, 2016 regarding Response to Comments provided in the Southern Humboldt Community Park Final EIR**

By order of the Chair, the Commission received and filed the report.

### **B) Conference thank you letter from CALAFCO**

By order of the Chair, the Commission received and filed the report.

## **11. ADJOURNMENT**

The meeting was adjourned at 10:32 a.m. Next regular meeting: March 15, 2017.