

MARCH, 21 2018
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: Virginia Bass, Estelle Fennell, Gordon Johnson, Debra Lake, Robert McPherson, and Troy Nicolini
Members Absent: Sue Long
Alternates Present: Skip Jorgensen
Alternates Absent: Frank Jager, Frank Scolari, and Ryan Sundberg
Staff: George Williamson, Executive Officer
Colette Metz, Administrator
Paul Brisso, Legal Counsel

4. PUBLIC APPEARANCES

None

5. CONSENT CALENDAR

A) Approval of January 17, 2017 Regular Meeting Minutes

Motion Johnson/Nicolini to approve the consent calendar. The motion was passed by a vote of 5-0-1(Bass). Commissioner Bass abstained, noting that she was not present at the January 17, 2018 meeting, which the minutes documented.

6. BUSINESS ITEMS

A) City of Trinidad Extension of Water Services to 207 Quarry Road

Administrator Metz summarized the staff report and noted that an application was filed by the City of Trinidad for the extension of water service to 207 Quarry Road (APN 515-341-003) which is located just outside of the City's boundary but within its sphere of influence. As a development-related application, staff coordinated with County Planning to affirm Trinidad Area Plan consistency and determined that a Coastal Development Permit from the County would be required to extend water service to the subject parcel. The Commission discussed the suitability of the proposed extension, including the parcel's location within the City's mapped Urban Limit Line.

Motion Nicolini/ Bass to adopt Resolution No. 18-03, authorizing the City of Trinidad to extend water services outside the city's boundary to APN 515-341-003, as described in the staff report, subject to the recommended conditions. Motion passed by a roll call vote of 6-0-0.

B) Humboldt CSD Extension of Services to McKay Ranch Subdivision parcel

Administrator Metz summarized the staff report and noted that an application was filed by the HCSD for the extension of water and sewer services to APN 017-032-003,

located outside of the District's boundary but within its sphere of influence. The 11.52-acre parcel is part of a larger planned development known as the McKay Ranch Subdivision. The proposed services extension would allow for the construction of one (1) single-family residence in advance of the multi-phased subdivision and annexation review process.

Chris Mikkelsen, General Manager of Kramer Investment Corporation, discussed the phasing and timing of the proposed subdivision and noted that there is interest in the short-term for allowing construction of a single-family residence in advance of the overall subdivision review process.

Motion McPherson/ Nicolini to adopt Resolution No. 18-04, authorizing the Humboldt Community Services District to extend water and wastewater services outside the District's boundary to allow for the development of one (1) single-family residence on APN 017-032-003, as described in the staff report, subject to the recommended conditions. Motion passed by a roll call vote of 6-0-0.

C) Fieldbrook Glendale Community Service District (FGCSD) Southern Boundary Sphere of Influence Amendment and Annexation

Administrator Metz summarized the staff report and noted that an application was submitted by the FGCSD for a sphere of influence amendment and corresponding annexation of four (4) parcels in the Glendale area. The proposed southern boundary annexation has 100% property owner consent and therefore can be considered by the Commission without notice and hearing, and includes waiver of protest proceedings.

The Commission discussed the annexation proposal. Commission McPherson asked about the irregular shaped parcel (APN 504-131-005) included within the annexation area. Administrator Metz noted that APN 504-131-005 consists of abandoned railroad right-of-way that splits the larger parcel APN 504-131-004.

Motion Nicolini/Bass to adopt Resolution No. 18-05, approving the Sphere of Influence Amendment and Annexation of four (4) parcels (APNs 504-131-004, -005, 504-123-011, and -012) and portions of Highway 299 and Glendale Drive rights-of-way to the Fieldbrook-Glendale Community Services District, as described in the staff report, subject to the recommended conditions. Motion passed by a roll call vote of 6-0-0.

D) Approval of Conducting Authority Proceedings for the Brainard Annexation to the City of Eureka

Executive Officer Williamson summarized the staff report and noted that Commission approval of the Brainard Annexation triggered a 30-day reconsideration period followed by a protest hearing that was conducted by the LAFCo Executive Officer on March 7, 2018. Executive Officer Williamson noted receipt of a letter from Caltrans District 1 staff, who attended the protest hearing but did not speak in protest. No written protests were filed prior to the closing of the hearing. The Commission acknowledged Caltrans position regarding site access and safety standards.

Motion Bass/ Johnson to adopt Resolution No. 18-06, confirming and ordering the Brainard Site Annexation to the City of Eureka, subject to the satisfaction of the terms and conditions in Resolution No 18-02, as adopted by the Commission on January 17, 2018.

E) LAFCo Executive Officer Staffing Services Contract

LAFCo Legal Counsel Paul Brisso summarized the staff report and reviewed a Draft Request for Proposals (RFP) for Executive Officer Services. At the direction of Chair Fennell, a Selection recommendation Committee has been appointed consisting of Commissioners McPherson (chair), Nicolini, and Long. The Commission discussed the RFP, including qualifications, submittal requirements, and timeline.

By order of the Chair, the Commission authorized distribution of the RFP, as revised, by legal counsel in coordination with the Selection Recommendation Committee as outlined in the staff report.

7. PUBLIC HEARING ITEMS

A) Proposed Sphere of Influence Amendment and Detachment of the Blocksburg Area from the Southern Humboldt Community Healthcare District (SHCHD)

Chair Fennell opened the hearing at 9:51AM. Executive Officer Williamson summarized the staff report and noted that SHCHD staff previously provided an informational presentation at the Commission's January meeting. Mr. Williamson reviewed the detachment proposal including tax/revenue implications, election history, and comment letters from agencies and members of the public. Based on receiving a letter of opposition from an affected property owner, a protest hearing would be required.

Commissioner Nicolini noted that the detachment could influence the vote within the Blocksburg area (referring to the District's upcoming June election), however, there would be no change to the level of service provided to area residents (i.e., Blocksburg residents can still be transported to the Jerold Phelps Community Hospital). Chair Fennell indicated she has received feedback from community members alleging gerrymandering, noting that LAFCo does not usually deal with election processes.

Kent Scown, SHCHD Chief Operating Officer, provided background on the detachment process and discussed the upcoming District Election. Mr. Scown indicated the District will send a letter to Blocksburg area residents indicating the outcome of the LAFCo hearing and explaining next steps.

Chair Fennell closed the hearing at 10:13AM.

Motion Johnson/ Lake to adopt Resolution No. 18-07, approving the Sphere of Influence Amendment and Detachment of the Blocksburg Area from the Southern Humboldt Community Healthcare District, as described in the staff report, subject to the recommended conditions. Motion passed by a roll call vote of 6-0-0.

B) Proposed Budget for the Fiscal Year 2018-19

Chair Fennell opened the hearing at 10:15AM. Executive Officer Williamson reviewed the proposed budget and discretionary increases proposed to several services and supplies accounts. To reduce the use of reserves, a 3% increase in member contributions is proposed.

Motion McPherson/ Johnson to adopt Resolution No. 18-08, approving the proposed budget for fiscal year 2018-19, and to direct the Executive Officer to distribute the

proposed budget to member agencies and to schedule the final budget for a public hearing on May 16, 2018. Motion passed by a roll call vote 6-0-0.

8. INFORMATIONAL AND CONTINUING ITEMS

A) Status of Expiring Commissioner Terms

Executive Officer Williamson summarized the staff report and discussed the process for filling upcoming vacancies. By order of the Chair, the Commission received and filed the report.

B) Special District Appointment to the Countywide Redevelopment Agency (RDA) Oversight Board

Administrator Metz summarized the special district appointment process to the Humboldt County RDA Oversight Board, which is being overseen by LAFCo. By order of the Chair, the Commission received and filed the report.

C) Status of Rohner Community Recreation and Park District (RCRPD)

Executive Officer Williamson discussed recent efforts to re-establish the RCRPD to evaluate the feasibility of constructing a community pool consistent with the original objective of the District. Currently, a nomination process for appointing new board members to the RCRPD is being conducted by the City and County. The Commission discussed the need for more recreation facilities in the Eel River Valley, noting the success of the winter ice rink in Fortuna. By order of the Chair, the Commission received and filed the report.

D) Status of Current and Future Proposals

Executive Officer Williamson summarized the staff report and discussed efforts by the County to evaluate regional wastewater treatment options on the Samoa Peninsula. By order of the Chair, the Commission received and filed the report.

9. EXECUTIVE OFFICER'S REPORT

A) CALAFCO February 23, 2018 Board of Directors Meeting

Commissioner Lake provided a report of the February CALAFCO Board Meeting, including the CALAFCO budget, new CALAFCO promotional video, efforts to document DUCs, update on the upcoming CALAFCO staff conference, and legislative report, citing concern about AB 2050. By order of the Chair, the Commission received and filed the report.

B) CALAFCO White Paper on Agricultural Preservation

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

C) CALAFCO Daily Legislative Report (May 2018)

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

10. WRITTEN CORRESPONDENCE

A) Ed Voice 3-17-18 Comments re: GSD Chlorine Contact Chamber

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

11. ADJOURNMENT

The meeting was adjourned at 10:50 a.m. The next regular meeting of the Commission will be held on Wednesday, May 16, 2018, at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka.