



AGENDA ITEM 5A

MARCH 19, 2014 REGULAR MEETING MINUTES

1. CALL TO ORDER

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

2. FLAG SALUTE

3. ROLL CALL

Commissioners Present: Virginia Bass, Estelle Fennell, Mike Losey, Robert McPherson, Mike Newman, Troy Nicolini, Jeff Pauli and Alternate Public Member Skip Jorgensen.

Commissioners Absent: None

Staff: George Williamson, Executive Officer
Colette Metz, Administrator
Paul Brisso, Legal Counsel

4. PUBLIC APPEARANCES

None

5. CONSENT CALENDAR

A) Approval of January 15, 2014 Regular Meeting Minutes

Motion McPherson/ Fennell to approve the consent calendar. The motion passed by a vote of 7-0-0.

6. BUSINESS ITEMS

A) Status of Expiring Commissioner Terms in 2014

Executive Officer Williamson summarized the staff report. The Commission received and filed the report.

B) Approval of Budget Amendment for Fiscal Year 2013-2014

Executive Officer Williamson summarized the staff report and noted that a budget amendment is requested to cover increased staff time associated with administrative staffing, inquiries and consultation. Commissioner McPherson asked about the unrestricted fund reductions. Mr. Williamson noted that the Scotia CSD formation deposit was deposited in the LAFCo Fund Balance years back and that final processing and recordation by staff was being conducted. Commissioner Pauli asked for more budget updates throughout the year. Commissioner Newman asked for the average amount of the unrestricted fund balance; Mr. Williamson noted that he expects it will be around \$55,000. Commissioner Nicolini acknowledged that increased staff time to assist applicants in addressing application needs is useful.

Motion Fennell/ Nicolini to approve a FY 2013-2014 budget amendment of \$4,654 to be covered by the use of reserves. The motion passed by a vote of 7-0-0.

7. PUBLIC HEARING ITEMS

A) Approval of Proposed Budget for Fiscal Year 2014-2015

Chair Bass opened the public hearing at 9:28 a.m. Executive Officer Williamson noted that the revenues and expenditures listed in the FY 2013-2014 budget amendment is proposed to be carried over for the FY 2014-2015 budget. Mr. Williamson explained the procedure for sending the proposed budget to member agencies prior to adopting the final budget at the May 21, 2014 LAFCo meeting.

Motion Fennell/ Losey to adopt Resolution No. 14-03, approving the proposed budget for fiscal year 2014-15. The motion passed by a vote of 7-0-0.

8. INFORMATIONAL AND CONTINUING ITEMS

A) Humboldt Community Services District Public Draft Sphere of Influence Recommendations

The Commission received an informational presentation from HCSD staff and consultants regarding the District's recently released Public Draft Sphere of Influence Recommendations. David Hull, HCSD General Manager provided a background on the District's services and service area. The District's consultant, Stein Coriell from SHN Consulting Engineers and Geologists, reviewed the sphere recommendations that included nine sphere expansion areas.

Commissioner Losey noted that College of the Redwoods campus, which is located in the existing sphere, has an existing wastewater treatment facility. Mr. Hull responded that CR is looking at connecting to the District's sewer system due to high costs to maintain the onsite system.

Commissioner Pauli asked about the District's sewer system capacity for accepting these expanded sphere areas and stressed the need to understand the development potential (number of hookups). Mr. Coriell noted that water service is the main driver for expanding the sphere. Commissioner Pauli asked whether expanding water services would be growth inducing. Mr. Hull responded that he doesn't expect growth but instead they would be addressing existing development with inadequate water supply.

Chair Bass requested public comment at 9:43 a.m.

Kurt Kramer, Kramer Investment Corporation, commented that there is a fair amount of development potential in pockets adjacent to existing neighborhoods near the proposed community forest. Mr. Kramer also suggested a new sphere expansion area be added to include Fairhaven in order to address sewer service and infrastructure needs.

The Commission discussed the development potential in Area D (McKay Tract) and the potential need for services to support recreation activities at the proposed community forest. Commissioner Pauli suggested the District reduce the sphere to only include developable areas and that a water fountain at the community forest could be handled as an out-of-agency service request.

Mr. Williamson suggested that the District analyze local conditions and circumstances that may affect future annexations.

B) Status of Current and Future Proposals

Executive Officer Williamson summarized the staff report. The report was presented for information only.

C) Certificate of Appreciation for Commissioner Pauli

Executive Officer Williamson read Commissioner Pauli's resignation letter and noted his six years of service on the Commission as a special district representative. The Commission expressed appreciation for Commissioner Pauli's length of service, calm demeanor and perspective. A Certificate of Appreciation was presented by Chair Bass.

9. EXECUTIVE OFFICER'S REPORT

None

10. WRITTEN CORRESPONDENCE

A) Letter from SDRMA on February 7, 2014 regarding longevity distribution credit

B) Quarterly Newsletter from CALAFCO, March 2014

11. ADJOURNMENT

The meeting was adjourned at 10:16 a.m. Next regular meeting: May 21, 2014.