



## AGENDA ITEM 5A

### NOVEMBER 20, 2013 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 Vice Chair Pauli presiding.

#### 2. FLAG SALUTE

#### 3. ROLL CALL

Commissioners Present: Mike Losey, Robert McPherson, Mike Newman, Troy Nicolini, Jeff Pauli and Alternate Public Member Skip Jorgensen

Commissioners Absent: Virginia Bass and Estelle Fennell

Staff: George Williamson, Executive Officer  
Colette Metz, Administrator

#### 4. CONSENT CALENDAR

##### A) Approval of September 18, 2013 Regular Meeting Minutes

**Motion McPherson/ Losey** to approve the consent calendar with minor revisions to the minutes. The motion passed by a vote of 5-0-0.

#### 5. BUSINESS ITEMS

##### A) Approval of Commission Procedures Regarding Public Comment

Executive Officer Williamson summarized the staff report, noting that a review of agenda formats from other LAFCos demonstrated preference for providing public comment at the beginning of the meeting. The Commission discussed the benefits and noted that it is the Commission's policy to provide public comment opportunities on all agenda items.

**Motion McPherson/ Newman** to approve the scheduling of "Public Appearances" before "Consent Calendar" items on the agenda. The motion passed by a vote of 5-0-0.

#### 6. PUBLIC HEARING ITEMS

##### A) Approval of Countywide Public Cemetery Services Municipal Service Review and Sphere of Influence Updates for the Fortuna and Petrolia Cemetery Districts

Administrator Metz summarized the findings and recommendations of the countywide public cemetery services municipal service review. The Commission discussed staff's recommendation to reduce the Fortuna Cemetery District's sphere of influence to be coterminous with the district's boundary.

Vice Chair Pauli opened the public hearing at 9:29 a.m.

Kent Wrede, Board member of the Fortuna Cemetery District, commented that the reduction of the sphere in Loleta is warranted because private cemetery services are established in that area. However, he questioned why the sphere shouldn't include the Rio Dell and Scotia areas considering there are no cemetery facilities in these communities. He noted that the District has not charged out of district fees for residents in the Rio Dell, Scotia and Carlotta areas because they assumed these areas were within the district. Mr. Wrede also explained that while property taxes are not the district's primary revenue source, they do rely on these funds as a continuing or stable source of revenue, as compared to service charges. Although annexation costs are substantial, if additional property taxes were obtained then the district could amortize the costs of annexation over time. He noted that the district is exploring ways to increase revenue and that annexation should be considered.

The Commission discussed the merits of annexation and the limitations of acquiring additional property taxes in annexation areas. Commissioner Nicolini noted that securing revenue to support any proposed annexation is an important LAFCo consideration. The Commission directed staff to explore additional revenue opportunities and continued the hearing to the January 15, 2014 meeting.

## **7. INFORMATIONAL AND CONTINUING ITEMS**

### **A) Report on Outside Agency Services Inventory**

Administrator Metz summarized the staff report. The Commission discussed the level of response received from cities and community services districts. Ms. Metz noted that there will be additional opportunity to record outside agency services in the upcoming regional water/wastewater municipal service reviews. The Commission received and filed the report.

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

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

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

None

## **9. WRITTEN CORRESPONDENCE**

**A) Interest Apportionment Letter for Fourth Quarter from Humboldt County Treasurer-Tax Collector**

**B) Membership Letter and 2013 Highlights from California Special District Association**

**C) 2014 Events Calendar from CALAFCO**

**D) CALAFCO Symposium Flyer**

## **10. PUBLIC APPEARANCES**

None

## **11. ADJOURNMENT**

The meeting was adjourned at 10:13 a.m. Next regular meeting: January 15, 2014.