



**JANUARY 17, 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: Estelle Fennell, Gordon Johnson, Debra Lake, Sue Long*, Robert McPherson, and Troy Nicolini
Members Absent: Virginia Bass
Alternates Present: Skip Jorgensen**
Alternates Absent: Frank Jager, Frank Scolari, and Ryan Sundberg
Staff: George Williamson, Executive Officer
Sarah West, Staff
Paul Brisso, Legal Counsel

* Commissioner Long attended the meeting from 9:16 a.m. to 10:20 a.m.

**Commission Alternate Skip Jorgensen attended the meeting from 9:08 a.m. to 11:40 a.m.

4. PUBLIC APPEARANCES

None

5. CONSENT CALENDAR

A) Approval of November 15, 2017 Regular Meeting Minutes

B) Approval of Meeting Calendar for 2018

Motion McPherson/Lake to approve the consent calendar. The motion was passed by a vote of 4-0-1 (Johnson). Commissioner Johnson abstained, noting that he was not present at the November 15, 2017 meeting, which the minutes documented. Commissioner Long was not yet present for the meeting.

6. BUSINESS ITEMS

Commissioner Long took the dais at 9:16 a.m.

A) Designation of Chair and Vice Chair for 2018

The LAFCo Commission appointed officers for the 2018 calendar year.

Motion McPherson/Nicolini to appoint Estelle Fennell as Chair and Robert McPherson as Vice-chair. Motion passed by 6-0-0 vote.

B) Fiscal Year 2017-18 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.

Motion Johnson / McPherson to adopt Resolution No. 18-01, approving a budget amendment for fiscal year 2017-18. Motion passed by roll call vote of 6-0-0.

NOTE: Agenda Items 6C and 6D were moved until after "Informational and Continuing Items".

C) Boundary Change Policies and Procedures

Executive Officer Williamson reviewed draft boundary change policies and procedures governing common applications and LAFCo studies considered by the Commission. These policies were introduced for Commission review and feedback, with final adoption scheduled in March. The Commission received and filed the report. Commissioner Long was not present for this item.

D) LAFCo Staffing Services Contract

Executive Officer Williamson summarized the staff report, provided an historic overview of the Commission's staffing services, and described the contractual framework and insurance requirements of its contractors.

Motion Nicolini / Lake to form a subcommittee to develop Request for Proposals, with members appointed at the discretion of the Chair. The motion was passed by a vote of 5-0-0. Commissioner Long was not present for this item.

7. PUBLIC HEARING ITEMS

A) Proposed Brainard Annexation to the City of Eureka

Chair Fennell opened the public hearing. Executive Officer Williamson summarized the staff report and discussed proposal submitted by resolution of application by the City of Eureka for annexation of 4 parcels and a partial Caltrans ROW of unincorporated territory along US Highway 101. Legal Counsel Paul Brisso disclosed that his firm works with California Redwood Company (CRC) as a client, but he nor the firm has been involved in this item for neither LAFCo nor CRC. Robert Holmlund Director of Development Services for the City of Eureka spoke to the Commission regarding the item. Jesse Robertson, Kevin Tucker, and James Van Baugh, all representing Caltrans addressed the Commission regarding this matter. Mike Nelson, of LACO & Associates, and Craig Compton, both representing CRC also addressed the Commission regarding this item. The Commission discussed access to the Brainard site, maintenance of the Humboldt Bay Trail, and extension of water and wastewater services to the property, along with associated conditions of approval.

Motion Long / McPherson to adopt Resolution No. 18-02, thereby approving the Brainard Annexation to the City of Eureka, and amending the language of condition 4e therein to strike the 2nd sentence and amend the 1st, thereby reading: "The City of Eureka shall work cooperatively with local agencies and partners to support the planning, design, construction, and maintenance of the Humboldt Bay Trail within the affected territory." The motion was passed by a roll call vote of 6-0-0.

8. INFORMATIONAL AND CONTINUING ITEMS

A) Preview of Proposed Detachment from the Southern Humboldt Community Healthcare District

Executive Officer Williamson summarized the staff report. Deidre Clem of LACO Associates presented information to the Commission. Matthew Rees of SHCHD was on hand to answer Commission questions. As an informational item, the Commission received and filed the report.

B) Status of Rohner Community Recreation and Park District

Executive Officer Williamson summarized the staff report and updated the Commission on current activities of the District. The Commission received and filed the report.

C) Status of Current and Future Proposals

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

9. EXECUTIVE OFFICER'S REPORT

A) CALAFCO December 8, 2017 Board of Directors Meeting

B) CALAFCO 2018 Calendar

C) CALAFCO 2018 Legislative Policies

D) CALAFCO Daily Legislative Report (January 2018)

E) CALAFCO CKH Guide (December 2017) (print copies available upon request)

F) CSDA Humboldt Area Chapter

Executive Officer Williamson summarized each report item. By order of the Chair, the Commission received and filed the report.

10. WRITTEN CORRESPONDENCE

None

11. ADJOURNMENT

The meeting was adjourned at 12:00 p.m. The next regular meeting of the Commission will be held on Wednesday, March 21, 2018, at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka.