

AGENDA ITEM 5B

**JANUARY 19, 2022
DRAFT MEETING MINUTES**

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m. via Zoom video conference with Vice Chair Lake presiding.

2. FLAG SALUTE

3. ROLL CALL

Members Present: Stephen Avis, Virginia Bass, Michelle Bushnell, Debra Lake, Ali Lee, Mike Losey, and Troy Nicolini
Members Absent: None
Alternates Present: David Couch, Gordon Johnson, and Skip Jorgensen
Alternates Absent: Mike Wilson
Staff: Colette Santsche, Executive Officer
Krystle Heaney, Clerk/Analyst
Ryan Plotz, Attorney

4. PUBLIC COMMENT – None

5. CONSENT CALENDAR

- A) AB 361 for Continued Remote Meetings**
- B) Approval of November 17, 2021 Regular Meeting Minutes**
- C) Meeting Calendar for 2022**
- D) Letter of Appreciation of Outgoing CALAFCO Executive Director**

Motion Avis/ Losey to approve the consent calendar including adoption of Resolution 22-01 for continuation of remote meetings. Motion passed by 6-0-0 roll call vote.

6. BUSINESS ITEMS

A) Designation of Chair and Vice Chair

Executive Officer Santsche introduced the staff report and provided an overview of past chairs and vice chairs. A brief discussion was held regarding the consistency of chair and vice chair over the last five years and who was willing to take on the current calendar year roles. Commissioner Bass joined the discussion at 9:10am and confirmed her willingness to continue as chair of the Commission. Commissioner Lake also expressed her willingness to continue as vice chair.

Motion Avis/ Losey to designate Commissioner Bass as Chair and Commissioner Lake as Vice Chair for the 2022 calendar year. Motion passed by 7-0-0 roll call vote.

B) Mid-Year Financial Report for Fiscal Year 2021-22

Executive Officer Santsche introduced the staff report and provided an overview of the Commission's current financial status. Commissioners asked if there was any trouble receiving payments from districts that were impacted by natural disasters and/ or Covid-19 related issues. Executive Officer Santsche stated that payments

have been coming in as scheduled so far with no indication from districts that they are overly burdened. A brief discussion was held about whether or not LAFCo could offer some sort of hardship resistance to District's. It was determined that there are other avenues to receive relief funds that are more appropriate than LAFCo. A discussion was also held on the amount of funds that are currently in reserve and what happens to interest earned on reserve funds. The report was received and filed.

7. PUBLIC HEARING ITEMS

A) Municipal Service Review and Sphere of Influence Update for the Manila Community Services District

Chair Bass opened the public hearing and requested a report from staff. Clerk Heaney introduced the staff report and provided an overview of revisions made to the Manila CSD MSR which included additional information on sea level rise, transportation issues, grant funding status, cooperation between Peninsula and Manila CSDs, and auto-aid agreements between fire districts in the area. She also presented a new sea level rise map and invited comments from Manila CSD Manager Christopher Dropp who was in attendance.

The discussion was opened for Commissioner comment. Commissioners held minor discussions on the revisions and appreciated the extra level of detail that was added. Comments were largely focused on the potential effects of sea level including possible saltwater intrusion in park areas, whether Highway 101 or 255 would be inundated sooner due to rising water levels, the current impacts of sea level rise around the bay including removal of structures, and the potential for limited emergency resources during tsunami events. Commissioner Nicolini commented that tsunami planning is an ongoing effort on the peninsula and local agencies and organizations will be meeting again soon. It was also noted that there have been changes in how wastewater treatment facilities are permitted around the bay due to new information on how water flows through the bay. The District may want to consider the possibility of a similar situation occurring with their wastewater treatment facility.

Motion Avis/ Nicolini to adopt Resolution 22-02 approving the Manila CSD MSR/SOI Update. Motion passed by 7-0-0 roll call vote.

8. INFORMATIONAL AND CONTINUING ITEMS

A) 2022 LAFCo Strategy Session

Executive Officer Santsche introduced the staff report and provided an overview of the responses received for the strategy planning survey that was sent out to commissioners the week prior. She also explained that these response and comments received during the meeting would be used to help develop the workplan for FY2022-23. Commissioner Couch left the meeting at approximately 9:50am.

Discussion was opened up to commissioners for comment. Commissioners generally commented that the survey was appreciated and thought the answers received were thoughtful. Discussion was also held on how information about LAFCo and its role in the community can be convey to the public. Ideas included focusing on goal to preserve open space and agricultural land, updating the website to provide example application documents and MSR process overview, and reaching out to

agencies and districts on a regular basis. Executive Officer Santsche stated that there are plans to provide interactive maps online and that more emphasis can be put into updating the website this year.

B) Status of Expiring Commissioner Terms in 2022

Executive Officer Santsche introduced the staff report and provided an overview of expiring commissioner terms.

C) Status of MSR Preparations

Clerk Heaney introduced the staff report for MSR preparations. Staff has been able to make progress on the Riverside MSR by obtaining information from the State Water Resources Control Board and will be starting both the City of Eureka and South County Regional MSR in the next month.

D) Status of Current and Future Proposals

Executive Officer Santsche presented the staff report for Current and Future Proposals. Staff is currently waiting on an updated map of the Mitchell Road annexation for Humboldt CSD in order to continue with conditions compliance. At this time there are no other active applications being processed. However, based on continued coordination with the Fire Chief's Council staff anticipates applications will be submitted soon for Garberville FPD annexations, possible formation of the Salmon Creek FPD, and Arcata FPD annexation of the Fickle Hill area. Commissioner Lake offered her assistance to the Salmon Creek VFD during the formation process as she recently went through formation proceedings for Fruitland Ridge FPD.

9. EXECUTIVE OFFICER'S REPORT

A) CALAFCO Executive Director Recruitment Update

B) CALAFCO Quarterly (December 2021)

C) CALAFCO Board Meeting (January 21, 2022)

D) CALAFCO Daily Legislative Report (January 2022)

Executive Officer Santsche introduced the attachments included as part of the Executive Officers Report and invited Commissioner Lake to provide any additional comments. Commissioner Lake stated that the Board meeting was originally scheduled to be held in person but has been switched to Zoom due to current health restrictions in Sacramento.

10. WRITTEN CORRESPONDENCE

None

11. ADJOURNMENT

The meeting was adjourned at 10:09 a.m. The next regular meeting of the Commission will be held on Wednesday, March 16, 2022, at 9:00 a.m. via Zoom webinar or in person as current safety levels and regulations allow.