

AGENDA ITEM 6A

**NOVEMBER 18, 2020
DRAFT MEETING MINUTES**

1. CALL TO ORDER

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

2. FLAG SALUTE

3. ROLL CALL

Members Present: Stephen Avis, Estelle Fennell, Ali Lee, Troy Nicolini, and Paul Pitino
Members Absent: Virginia Bass and Debra Lake
Alternates Present: David Couch*, Skip Jorgensen, and Mike Wilson*
Alternates Absent: Sue Long
Staff: Colette Santsche, Executive Officer
Ryan Plotz, Legal Counsel
Krystle Heaney, Clerk/Analyst

*Alternates seated as voting member

4. PUBLIC COMMENTS – none

5. CONSENT CALENDAR

A) Approval of September 16, 2020 Regular Meeting Minutes

Motion Avis/Nicolini to approve consent calendar. Motion passed by 7-0-0 roll call vote.

6. BUSINESS ITEMS

None

7. PUBLIC HEARING ITEMS

**A) Municipal Service Review and Sphere of Influence Update for the City of Arcata
(continued from September meeting)**

Clerk Heaney provided the staff report on the revisions made to the Arcata MSR based on commissioner comments from the previous meeting. Revisions included a discussion of sea level rise relative to planned wastewater treatment facility upgrades, an updated description of the Arcata Fire District's relationship with the City, and inclusion of an emergency preparedness section.

The Commissioners held a brief discussion on the revisions and Commissioner Lee asked that a minor discussion on population impacts from COVID-19 and the acreages of prior annexations along with resolution number be included in the final MSR. David Loya from the City of Arcata was available for comment and stated that

the MSR was comprehensive and appreciated the working relationship with LAFCo. No other public comments were received.

Motion Pitino/Wilson to adopt Resolution 20-09 approving the City of Arcata MSR and SOI Update, with noted changes. Motion passed by 6-0-1 roll call vote.

AYES: Commissioners Avis, Fennell, Lee, Nicolini, Pitino, and Wilson

NOES: None

ABSTAIN: Commissioner Couch

B) Municipal Service Review and Sphere of Influence Update for the City of Fortuna

Clerk Heaney provided the staff report on the City of Fortuna MSR and SOI Update. The City provides a full range of services including water, wastewater, street maintenance, police, stormwater, parks and recreation, and others. Clerk Heaney presented highlights from select services including water supply and demand, wastewater treatment capacity and demand, planned upgrades for the wastewater percolation system, and the City's efforts on stormwater management to reduce potential flooding in high risk areas. She also provided an overview of the proposed SOI changes which were minimal. The changes would better follow parcel lines and existing planning areas set by the City and County.

The Commissioners held a discussion covering several MSR topics. Commissioner Avis asked for clarification on the number of water service connections and the capacity of the wastewater treatment facility. LAFCo staff will work with City staff to confirm numbers. Commissioner Jorgenson inquired about the status of the Rohner Community Park and Recreation District that was briefly mentioned in the MSR. Executive Officer Santsche stated the District Board is active and currently in the feasibility phase of planning for a pool facility in Fortuna.

Other topics of discussion included the City's policies on infill, impact of ADUs on traffic and city services, how current transportation patterns and planning efforts may support infill opportunities or outward growth, and surrounding land uses and the potential for future development of resource areas. Commissioner Avis also inquired about the Eel River levee and the potential impacts of sea level rise, heavy rains, and potential tsunami impacts. Based on the discussion of the Commission, it was requested that the public hearing be continued to the next meeting so that LAFCo staff can work further with City staff and make revisions to the MSR. No public comments were received.

Motion Nicolini/Avis to continue the public hearing for the City of Fortuna MSR and SOI update to the January 20, 2021 regular commission meeting. Motion passed by 7-0-0 roll call vote.

C) Municipal Service Review and Sphere of Influence Updated for the Patrick Creek Community Services District

Clerk Heaney provided the staff report on the Patrick Creek CSD MSR and SOI update. Services provided by the District include streets and road maintenance which is primarily conducted by volunteers in the community and by contract with landscape

companies and other professionals as need. As part of the SOI update staff recommended including a condition stating that the next MSR will again look at succession planning for the District as well as completion of financial audits, maintenance projects, and overall financial ability of the District to provide services.

Board member Edward Webb was present and reiterated the District's desire to remain an independent special district rather than consolidate with McKinleyville CSD which borders Patrick Creek CSD on three sides. The Commission held a brief discussion of the MSR topics including the need for financial audits and the potential impacts of ADUs. Commissioner Avis asked that a roads layer be added to the District map and also the location of culverts which the District is responsible for.

Motion Avis/Wilson to adopt Resolution 20-10 approving the Patrick Creek CSD MSR and SOI Update, with noted changes. Motion passed by 7-0-0 roll call vote.

8. INFORMATIONAL AND CONTINUING ITEMS

A) Status of MSR Preparations

Clerk Heaney presented the staff report for MSR preparations. Staff is continuing to push forward on FY2019-20 MSRs including City of Trinidad, and Westhaven CSD. Staff has been working closely with City of Fortuna staff to prepare the draft MSR for commission review. Work is also continuing on the FY2020/21 MSRs. Information has been coming in from various districts including Willow Creek CSD and McKinleyville CSD.

B) Status of Current and Future Proposals

Executive Officer Santsche presented the staff report for Current and Future Proposals. The Rio Dell FPD and Palmer Creek CSD proposals have been completed and the Executive Officer is working with Board of Equalization on final filing of the Rio Dell FPD boundary change. LAFCo just received an application from the City of Arcata for the Creekside Project on the western edge of the City. This application will likely come before the Commission in January.

Additional future applications include the McDaniel Slough for the City of Arcata and two for Humboldt CSD covering North McKay Ranch and Mid McKay Ranch. LAFCo is also continuing fire services coordination efforts with the County. Recently staff has been working on planning efforts for CSA #4 in the Trinidad area.

9. EXECUTIVE OFFICER'S REPORT

A) CALAFCO November 13, 2020 Board of Directors Meeting

Executive Officer Santsche stated that the CALAFCO Board met on November 13th and invited Commissioner Couch to provide a summary of the meeting. Commissioner Couch noted that it was a minimal meeting with routine items.

B) CALAFCO Upcoming Webinar Offerings

Executive Officer Santsche introduced the schedule of webinar offerings coming up. Registration is available on the CALAFCo website and it is anticipated that recordings of the webinars will also be posted on the website.

C) CALAFCO 2020 Virtual Regional Roundtable – Northern Region

Executive Officer Santsche introduced the agenda for the Regional Roundtable and encouraged Commissioners to attend. This event is typically held at the annual conference but is being held virtually this year. There will be a focus on how LAFCo and assist with financial and service review and planning for COVID-19 impacts and recovery. Commissioner Couch also commented that the event is a good way to connect with other northern LAFCo members.

D) CALAFCO Daily Legislative Report (November 2020)

Executive Officer Santsche introduced the legislative report which is also available online.

10. WRITTEN CORRESPONDENCE

None

11. ADJOURNMENT

The meeting was adjourned at 10:40 a.m. The next regular meeting of the Commission will be held on Wednesday, January 20, 2021, at 9:00 a.m. via Zoom webinar.