



**MAY 16, 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 Vice-Chair McPherson presiding.

2. FLAG SALUTE

3. ROLL CALL

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

**seated as voting member in place of absent regular county members*

4. PUBLIC APPEARANCES

None

5. CONSENT CALENDAR

A) Approval of March 21, 2018 Regular Meeting Minutes

B) Certificate of Appreciation to Alternate Commissioner Frank Scolari

Motion Johnson/Long to approve the consent calendar. Motion passed by a voice vote of 5-0-1 (Sundberg).

6. BUSINESS ITEMS

A) LAFCo Executive Officer Staffing Services Contract

Legal Counsel Brisso summarized the staff report and discussed the Request for Proposals (RFP) process for the next two-year Executive Officer contract, for the period of July 1, 2018 - June 30, 2020. A single valid proposal was submitted by Planwest Partners Inc., the entity that currently provides executive officer services. The Commission discussed Planwest's proposal, which proposed staff role changes.

Motion Johnson/ Long to accept Planwest's proposal as submitted and to direct legal counsel to develop an Executive Officer contract for authorization. Motion passed by a voice vote of 6-0-0.

B) Professional Services Contracts for Legal Counsel and Engineering

Executive Officer Williamson summarized the staff report and discussed renewal of contracted services with Mitchell, Brisso, Delaney and Vrieze for legal counsel services

and GHD for on-call engineering and environmental related services. Draft Contract Amendments were prepared for both firms and attached to the staff report for review. Legal Counsel Brisso discussed contract term changes, including assistant counsel change and rate adjustments.

Motion Johnson/ Nicolini to authorize the extension of its professional services agreements with Mitchell, Brisso, Delaney and Vrieze for legal counsel services and GHD for engineering and environmental related services for an additional two-years through the 2019-20 fiscal year. Motion passed by a voice vote of 6-0-0.

C) Boundary Change Policies and Procedures

Administrator Metz summarized the staff report and reviewed changes to the proposed Boundary Change Policies and Procedures since introduced in January. Specifically, fire protection contracts and agreements were added in accordance with GC Section 56134 (SB 239). Commissioner McPherson requested that in Section 1.1. last line, the word "control" be replaced with the word "prevail".

Motion Nicolini/Lake to adopt Resolution No. 18-09, approving Boundary Change Policies and Procedures. Motion passed by a roll-call vote of 6-0-0.

D) Approval of Conducting Authority Proceedings for the Proposed Blocksburg Area Detachment from the Southern Humboldt Community Healthcare District

Executive Officer Williamson summarized the staff report and reported on the protest hearing, which was held on May 3, 2018 at 6:00 p.m. at the Blocksburg Town Hall on Church Street. Based on the determination that insufficient written protests were submitted by both registered voters and landowners, staff recommended that the Commission order the detachment without an election in accordance with Government Code Section 57075(a)(3).

Motion Nicolini/Johnson to adopt Resolution No. 18-10, ordering the Blocksburg Detachment from the Southern Humboldt Community Healthcare District without election, subject to the satisfaction of the terms and conditions in Resolution No. 18-07, as adopted by the Commission on March 21, 2018. Motion passed by a roll-call vote of 6-0-0.

7. PUBLIC HEARING ITEMS

A) Final Budget for Fiscal Year 2018-19

Vice-Chair McPherson opened the public hearing at 9:32 a.m. Executive Officer Williamson presented the staff report. The Commission considered and discussed the proposed budget and accompanying fee schedule. No public comments were received.

Motion Johnson/Nicolini to adopt Resolution No. 18-11, approving the final budget and updated fee schedule for fiscal year 2018-19. Motion passed by a roll-call vote of 6-0-0.

8. INFORMATIONAL AND CONTINUING ITEMS

A) Status of Expiring Commissioner Terms

Executive Officer Williamson summarized the staff report and discussed the status of appointments for city, district and public members scheduled to expire on June 30, 2018. The Commission congratulated David Couch, Board Chair of the McKinleyville

CSD, who will be seated as alternate special district member at the July 18th LAFCo meeting. The Commission formed an ad hoc committee for the purposes of reviewing alternate public member applications, interviewing candidates, and making a recommendation to the full Commission at its July 18th meeting. The Commission appointed Debra Lake, Gordon Johnson, and Estelle Fennell to be on the Committee. By order of the Chair, the Commission received and filed the report.

B) Status of Current and Future Proposals

Administrator Colette Metz presented the staff report and discussed the status of the applications in process. Executive Officer Williamson reviewed the status of conditions compliance for the Peninsula CSD formation, including efforts to finalize the asset transfer inventory which will be included in the covenant and agreement. By order of the Chair, the Commission received and filed the report.

9. EXECUTIVE OFFICER'S REPORT

A) CALAFCO May 11, 2018 Board of Directors Meeting

B) CALAFCO Daily Legislative Report (May 2018)

Executive Officer Williamson summarized each report item. Commissioner Lake discussed the May 11 CALAFCO Board meeting. She discussed the need for LAFCos to show as a unified front in Sacramento and the need for Humboldt LAFCo to have a policy on acting on time-sensitive legislation. The Commission discussed the need to reach out to smaller LAFCo's in the Northern region to request they send a letter of support for AB 2258. Commissioner Johnson suggested the possibility of larger LAFCos sponsoring Commissioners from smaller LAFCos to attend the annual CALAFCO Conference. The Commission discussed ways to help some of the smaller counties. By order of the Chair, the Commission received and filed the report.

10. WRITTEN CORRESPONDENCE

None

11. ADJOURNMENT

The meeting was adjourned at 10:15 a.m. The next regular meeting of the Commission will be held on Wednesday, July 18, 2018, at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka.