

APPROVED MINUTES



Del Norte Local Agency Formation Commission
In Person: Del Norte County Board of Supervisors Chambers
Flynn Center - 981 H St. Crescent City, CA 95531
June 3, 2024, 4:00 pm

Members present: Blake Inscore (City Member & Chair), Darrin Short (County Member), Jason Greenough (City Member), Valerie Starkey (Alternate County Member) and Donna DeWolf (Alternate Public Member)

Members absent: Dean Wilson (County Member & Vice Chair), Lyle Armstrong (Public Member)

Others present: George Williamson (Executive Officer), Geoff Antill (Smith River FPD)

1. Call to Order/Roll Call

Commission Chair Inscore called the meeting to order at 4:00 p.m. Roll call was taken. County Member Wilson out of town and unable to attend. Alternate Commissioner Starkey able to attend. Public Member Armstrong out of town and unable to attend. Alternate Commissioner DeWolf able to attend.

A. Chair Inscore led the Pledge of Allegiance

2. Public Hearings

A. Final FY 2024-25 Budget (ATTACHMENT 2A)

Staff presented the FINAL FY 2024-25 Budget with projected expense increases and corresponding City and County revenue share increases. This will be the first time in several years with a proposed budget increase. It was first introduced in the draft budget. The Commission discussed use of contingency funds to reduce member contributions. However, those funds are limited and would not make a significant member contribution decrease.

Commissioner Starkey suggested annual increments rather than larger increase after multiple years at same level.

On a motion by Commissioner Greenough, seconded by Commissioner Short and carried by a 5-0 vote, the Commission approved the Final FY 2024-25 Budget.

3. Regular Business

The Commission moved Agenda Item 3D up on agenda to allow attending Klamath FPD Board Members to address the Commission:

D. Klamath FPD Fire Services Planning – Update

Klamath FPD Board Chairperson Walt Lara III, and other District representatives attended Commission meeting. Mr. Lara expressed appreciation for Commission representative and staff attendance at District Board meetings. He

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acknowledged that this is a fairly new Board engaged in a substantial learning curve. The Board members have reviewed the Regional Fire Services Municipal Services Review. They are working on financial and operational matters.

Board President Lara gave an accounting of FPD activities, including:

- Updating of District operations/administrative software and records;
- Continued website development and recordkeeping;
- Updated bylaws and County Recorder coordination on District records;
- Yurok Tribe coordination including mutual aid agreement. Tribal administrator discussion regarding allowing tribal staff to serve as volunteers;
- Yurok Tribe and Klamath CSD water services and new development coordination;
- Yurok Indian Housing Authority Coordination including volunteer recruitment;
- FY 2023-24 Budget approval and revenue/expense allocations;
- Del Norte Ambulance Service coordination for emergency services response;
- Property based revenue projections, including tribal trust lands;
- Other revenue sources such as benefit assessment update;
- Grants for equipment and infrastructure improvements;
- Pulikla Tribe of Yurok People (formerly Resighini Rancheria) services discussions;
- Strategic Planning discussions, primarily for equipment replacement.

Commission was encouraged by the District activity, noting that they still had a long way to go. Commissioner Short offered to assist with strategic planning. Other Commissioners offered assistance on community outreach.

A. Draft April 1, 2024, Minutes

The Draft April 1, 2024, Minutes were introduced by staff.

On a motion by Commissioner Short, seconded by Commissioner Greenough and carried by a 5-0 vote, the Commission approved the April 1 2024 Minutes.

B. Draft April 22, 2024, Minutes (ATTACHMENT 3B)

The Draft April 1, 2024, Minutes were introduced by staff.

On a motion by Commissioner Short, seconded by Commissioner Greenough and carried by a 5-0 vote the Commission approved the April 22 2024 Minutes.

C. Del Norte County Fair Recreation & Park District – Municipal Services Review Determination Reconsideration Update (ATTACHMENT 3C)

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Staff discussed attending May 14 Del Norte County Fair Recreation & Park District (DNCFRPD) meeting and provided a summary of the Board discussion. The Commission commented on the need for Funding Program, with expenditures and longer term funding sustainability needed to release reserves. Public Member Linda Sutter addressed the Commission regarding use of public funds for state owned property improvements. This was an informational item, no Commission action taken.

E. FY 2024-25 Staffing Services Contract Extensions (ATTACHMENT 3E)

On a motion by Commissioner Starkey, seconded by Commissioner Short and carried by a 5-0 vote the Commission approved the Planwest Partners Inc. FY 2024-25 staffing services extension.

On a motion by Commissioner Starkey, seconded by Commissioner Short and carried by a 5-0 vote the Commission approved the Underwood Law FY 2024-25 staffing services extension.

F. Inquiries, Correspondence, Application Status and Referrals

A. Staff - The Executive Officer will provide a report of current projects, issues of interest, and pending legislation.

- Smith River FPD Annexation status

Geoff Antill addressed the Commission on property tax revenue sharing agreement with County. FPD Board Meeting scheduled for June 4.

- Klamath CSD Annexation status

Receipt of system information for condition compliance.

- MSR/SOI Update Compliance Work Plan

Will be presented at July 22 Commission meeting.

B. Commission - On their own initiative, Commission members may make brief announcements or reports on their own activities. They may ask questions for clarification, make a referral to staff or request a business matter for a future agenda per Government Code Section 54954.2 (a).

C. Public - Public comment on items of interest within LAFCo subject matter jurisdiction, and not otherwise appearing on the agenda. No action may be taken on any item not appearing on the agenda.

Linda Sutter inquired about Crescent City Harbor District MSR.

G. Adjournment

Next Meeting scheduled for July 22, 2024, unless alternate date scheduled.