



SISKIYOU LOCAL AGENCY FORMATION COMMISSION

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CHRISTY CUMMINGS DAWSON
EXECUTIVE OFFICER

VACANT
DEPUTY EXECUTIVE OFFICER

MINUTES SISKIYOU LAFCo June 11, 2019

The meeting was called to order by Vice Chair Deborah Baird at 2:00 p.m.

The **PLEDGE OF ALLEGIANCE** was declared in the absence of a flag.

ROLL CALL:

PRESENT: Deborah Baird
Paul Engstrom
Gary S. Peery
Hank Ebinger (Alt.)

ABSENT: Lisa Nixon
Ed Valenzuela
Michael Kobseff (Alt.)

ALSO PRESENT: Christy Cummings Dawson, Deputy Executive Officer
Janine Rowe, Clerk to the Commission
Vurl Trytten, Executive Secretary
Joy Hall, Administrative Services Manager
Rachel Jereb, Associate Planner

APPROVAL OF MINUTES: May 14, 2019

MOTION: It was moved by Commissioner Ebinger and seconded by Commissioner Peery to approve the minutes of the May 14, 2019, meeting. Commissioner Engstrom abstained due to being absent for the May 14, 2019, meeting.

VOTED upon and the Vice Chair declared the motion carried unanimously of those Commissioners present.

PRESENTATIONS FROM THE PUBLIC: NONE

CONFLICT OF INTEREST DECLARATION: NONE

CONSENT ITEMS: NONE

CITY MEMBERS

DEBORAH BAIRD, VICE CHAIR
PAUL ENGSTROM, COMMISSIONER
HAND EBINGER, ALTERNATE

COUNTY MEMBERS

ED VALENZUELA, COMMISSIONER
LISA L. NIXON, COMMISSIONER
MICHAEL KOBSEFF, ALTERNATE

MEMBERS-AT-LARGE

VACANT, COMMISSIONER
GARY S. PEERY, ALTERNATE

OLD BUSINESS: NONE**NEW BUSINESS:**

Commission decided to hear Item B first—Appointment of Member-at Large-Commissioner

B. APPOINT MEMBER-AT-LARGE COMMISSIONER**1. Staff Report:**

The Staff Report was circulated to the Commissioners before the Commission meeting and was reviewed by the Commissioners.

Ms. Dawson reminded the Commission that the resignation of Member-at-Large April Gray created a vacancy. As a result, at the March meeting, Staff was directed to notice the vacancy, and it was noticed consistent with Government Code, Section 56325(d). On April 22, 2019, Staff received a Letter of Interest and Résumé from Commission Alternate Member-at-Large Gary Peery. Ms. Dawson indicated that at this juncture, the Commission can consider appointing Mr. Peery or extend the vacancy.

2. Open Hearing: Vice Chair Baird opened the Public Hearing.

No comments from the public.

3. Close Hearing: Vice Chair Baird closed the Public Hearing.**4. Commission Discussion: NONE****5. Commission Questions: NONE****6. Decision:**

MOTION: It was moved by Commissioner Ebinger and seconded by Commissioner Engstrom to appoint Gary Peery as Member-at-Large.

VOTED upon and Vice Chair Baird declared the motion carried unanimously of those Commissioners present.

A. FINAL BUDGET FOR FISCAL YEAR 2019-2020**1. Staff Report:**

The Staff Report was circulated to the Commissioners before the Commission meeting and was reviewed by the Commissioners.

Ms. Dawson said State law requires that LAFCo adopt a budget every year and that the preliminary budget was presented at the May meeting. Since then Staff has transmitted the budget to the Board of Supervisors and all the cities in the County pursuant to the Government Code. Staff received no proposed changes and presented the final budget to LAFCo for adoption at today's meeting. Pursuant to CEQA Guidelines, Section 15061(b)(3), adoption of the budget is exempt from CEQA under the general rule, and Staff recommended that the Commissioners consider and approve the final budget. Ms. Dawson said Fiscal Staff Joy Hall was present to answer any questions posed by the Commissioners.

2. Commission Discussion:

Commissioner Engstrom had a question about what is covered under the figures listed for Administration and Professional Staff Services.

Ms. Hall explained the Administration figure is what LAFCo pays for planning staff to perform LAFCo duties. Professional Services is the current contract with Quad Knopf to do the Municipal Services Review/Sphere of Influence (MSR/SOI). The ending balance of \$20,194 for Professional Services/Staff is what is expected to be received this year in invoices. Next year the expected amount is \$16,306. Commissioner Engstrom commented that it appears next year is expected to be quite a bit under budget for this last year. Ms. Hall replied that Staff expected to be finished this year but it isn't, so that is why it rolls into next year.

Vice Chair Baird clarified that it was not finished, not because of staffing but because the cities have not all returned the information needed. Ms. Dawson further explained that most have been received at this point.

Vice Chair Baird also requested clarification that the Municipal Services Review only happens every five years, so this expense is not an annual expense which is why it is not in the budget every year. Ms. Hall indicated that is correct.

3. Open Hearing: Vice Chair Baird opened the Public Hearing.

No comments from the public due to no input.

4. Close Hearing: Vice Chair Baird closed the Public Hearing.

Decision:

MOTION: It was moved by Commissioner Ebinger and seconded by Commissioner Peery to approve the Final Budget for Fiscal Year 2019/20, according to the recommendations listed in the Executive Officer's Report.

VOTED upon and the Vice Chair declared the motion carried unanimously of those Commissioners present.

CORRESPONDENCE: NONE**MISCELLANEOUS:****Municipal Services Reviews:**

Ms. Dawson provided an update on the Municipal Services Reviews. She said she has reviewed drafts for five cities and returned comments. She has received documents from two additional cities and there are two left, Etna and Tulelake. She will be speaking with Mr. Ebinger to work on Tulelake. She indicated Etna has had some staff changes in the last couple of years and there may have been some loss of information. She said that some of the small cities may have only one staff member. Ms. Dawson said if she can't get that information since we're nearing the deadline, she has a plan with Quad Knopf (QK) to put together a skeleton report based on what is publicly available, although it won't be as thorough as if we got updated information.

Commission Comments:

Commissioner Peery asked if Etna would be allowed to late file if they wanted to extend their Sphere of Influence for an annexation and they still could not find their MSR/SOI. Ms. Dawson responded they would not be prohibited from moving forward with an annexation if they didn't have a current one, but they would have to do it at the time of amending their Sphere of Influence.

Vacancy for Alternate Member-at-Large:

Ms. Dawson advised that Staff will be noticing for the now vacant Alternate Member-at-Large.

ADJOURN: There being no further business before the Commission; Vice Chair Baird adjourned the meeting at 2:10 p.m.

By: _____
Janine Rowe, Clerk to the Commission