

TRINITY LOCAL AGENCY FORMATION COMMISSION

April 18, 2023

Trinity County Library Meeting Room

351 Main Street, Weaverville

HYBRID In-Person and Virtual Teleconference

MINUTES

*These minutes are not intended to be a verbatim transcription of the proceedings and discussion associated with the business on the Commission's agenda; rather, what follows is a summary of the order of business and general nature of testimony, Commission deliberation, and action taken. Votes are shown in abbreviated format when unanimous (Ayes-Noes-Abstain).*

**1. CALL TO ORDER/ROLL CALL**

A. Roll Call

Chair Carpenter-Harris called the meeting to order at 4:02 p.m.

Members present: Commissioners Evan Barrow, Anna Burke (remote), Heidi Carpenter-Harris, Dan Frasier, Liam Gogan, Andrew Johnson, Joseph Kasper and Alternate Commissioner Todd Corbett.

Members absent: Alternate Commissioners Jake Grossman-Crist and Ric Leutwyler.

Staff Present: Colette Santsche, Executive Officer (EO), Krystle Heaney, Clerk/Analyst

Commissioner Burke requested remote attendance for "Just Cause" under AB 2449 due to illness. No other persons 18 or older were present in the room for the duration of the meeting and both audio and visual were used.

EO Santsche introduced Krystle Heaney who will be replacing Kathy Bull as Clerk/Analyst due to Kathy's upcoming retirement at the end of the fiscal year.

**2. PRESENTATIONS/ANNOUNCEMENTS**

No presentations were presented.

**3. CONSENT CALENDAR**

A. Approval of Minutes from the February 22, 2023 Commission Meeting.

**Motion** to approve the consent calendar was presented by Commissioner Kasper, seconded by Commissioner Barrow, and passed by 7-0-0 voice vote.

**4. PUBLIC COMMENT OPPORTUNITY**

Commissioner Barrow stepped down from the dais to provide public comment. He stated that Trinity County Waterworks District No. 1 has lost their general manager and no information has been provided as to why. He requested that the Commission investigate this matter if it is under their purview.

No further public comment was provided.

**5. PUBLIC HEARINGS**

A. Proposed Budget for Fiscal Year 2023-24

EO Santsche introduced the staff report and noted that the public hearing was noticed 21 days in advance in the Trinity Journal. The proposed budget provides a workplan for the upcoming fiscal year which includes a Municipal Service Review and Sphere of Influence (MSR/SOI) Update for Post Mountain Public Utilities District, which is in progress. The workplan also includes a MSR/SOI Update for Weaverville Fire Protection District which may become a regional MSR for fire services in the area. Staff plans to coordinate with other fire service providers in the area to see if there is interest in a more regional approach. Other ongoing administrative tasks planned for the upcoming fiscal year include

regular website updates, responses to requests for information, pre-application technical assistance, and meeting preparation.

EO Santsche reviewed expenditures for Fiscal Year 2023-24 which include CALAFCO fees, staffing services for managing the day-to-day operations of the Commission, and MSR/SOI updates. She also reviewed the revenues for Fiscal Year 2023-24 which include member agency dues. Since there are no cities in Trinity County, the County pays 50% and the Special Districts pay 50%. Special Districts are billed individually based on their total revenues. Districts with higher annual revenues pay a higher percentage of the fees than those with smaller annual revenues. It was noted that there is a budget deficit since planned expenditures are more than planned revenues. This deficit is currently being covered by LAFCo reserves but there is a proposed 3% increase in member fees to help lower the overall deficit. Once approved, this budget will be provided to member agencies for review and comment.

Commissioners held a discussion on the proposed budget which focused on the proposed 3% increase. Commissioner Kasper expressed concern for exhausting Commission reserves over the next 10 years and discussed options for a phased increase over time. Additional discussion was held on how member fees are collected, the possibility of raising fees more for one district than others, how Trinity LAFCo expenditures compare to other counties, and any circumstances that may significantly increase expenditures in the upcoming years. EO Santsche clarified that fees would need to be raised for all districts, not just one, and that unless districts request MSRs be completed sooner than planned, it is unlikely there would be an unforeseen large increase in expenses.

Chair Carpenter-Harris opened the hearing up to public comment and none was received.

**Motion** to adopt Resolution 2023-03 approving the proposed budget for Fiscal Year 2023-24 as presented by staff and directing staff to circulate the proposed budget to local funding agencies was presented by Commissioner Kasper, seconded by Commissioner Johnson, and passed by 7-0-0 roll call vote.

## **6. NEW BUSINESS**

### **A. Submittal of Form 700**

EO Santsche stated this is a second request for Form 700 and that all elected officials are required to submit on an annual basis.

### **B. Ethics Training Requirements**

EO Santsche stated this is a second notice for the required ethics training and requested that Commissioners provide a certificate as soon as possible.

## **7. OLD BUSINESS**

### **A. Expiring Commissioner Terms in 2023**

EO Santsche introduced the staff report and noted that Commissioner Barrow and Alternate Commissioner Grossman-Crist have terms ending at the end of April. A notice was placed in the newspaper but no applications have been received to date. Applications should be submitted by June 12<sup>th</sup> to be considered at the next Commission meeting. Commissioners are encouraged to spread the word to potentially interested members of the public.

## **8. EXECUTIVE OFFICER'S REPORT/CORRESPONDENCE**

EO Santsche stated there were no other matters to report on at this time.

## **9. COMMISSIONERS' COMMENTS**

No comment was provided.

## **10. ADJOURNMENT**

There being no further business, Chair Carpenter-Harris adjourned the meeting at 4:31 p.m.

ATTEST:

Colette Santsche  
Colette Santsche  
Executive Officer

DATE: 6-20-23

APPROVED:

Heidi Carpenter-Harris Dan Frazier  
Heidi Carpenter-Harris  
Vice-Chair

DATE: 6-20-23