

TRINITY LOCAL AGENCY FORMATION COMMISSION

February 18, 2025 at 4:00 p.m.

Trinity County Library Meeting Room

351 Main Street, Weaverville

AGENDA

The Commission will hold a hybrid meeting which will allow public participation in person and online via Zoom video conference. Commissioners will attend in person in accordance with the Brown Act unless otherwise noticed or approved in accordance with AB 2449. Instructions for remote public participation are included below.

Join Zoom Meeting:

<https://us02web.zoom.us/j/84393317666?pwd=eWR2TWg4bFc1MFhWVUNQazNSbUQxUT09>

Meeting ID: 843 9331 7666

Passcode: 740955

Call in: 1 (669) 900-6833

1. CALL TO ORDER/ROLL CALL

- A. Roll Call
- B. Designation of Chair and Vice Chair for 2025

2. PRESENTATIONS/ANNOUNCEMENTS

- A. Seating of Appointed County Members for Calendar Year 2025

3. CONSENT CALENDAR (*Potential Action*)

- A. Approval of Minutes from the December 17, 2024 Regular Commission Meeting

4. PUBLIC COMMENT OPPORTUNITY

This portion of the meeting provides an opportunity for members of the public to address the Commission on matters not on the agenda, provided that the subject matter is within the jurisdiction of the Commission. No action may be taken on off-agenda items unless authorized by law. All statements that require a response will be referred to staff for reply in writing.

5. PUBLIC HEARINGS (*Potential Action*)

- A. Municipal Service Review and Sphere of Influence Update for Trinity County Waterworks District #1 (TCWWD#1)

The Commission will consider the Revised Draft Municipal Services Review and Sphere of Influence Update for the Trinity County Waterworks District #1. This item has been continued from the December 17, 2024 Regular Commission Meeting.

6. BUSINESS (*Potential Action*)

- A. TCWWD #1 Horse Tail Hill Road Annexation
- B. TCWWD #1 Hyampom Road II Annexation
- C. FY2024-25 Mid-Year Financial Report
- D. Status of Current and Future Applications
- E. Expiring Commissioner Terms Update

7. EXECUTIVE OFFICER'S REPORT/CORRESPONDENCE (*Information Only*)

8. COMMISSIONER'S COMMENTS

9. **ADJOURNMENT**

The next LAFCo meeting is scheduled for April 15, 2025, at 4:00 p.m. at the Trinity County Library Meeting Room in Weaverville.

The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.

All persons are invited to provide public testimony and submit written comments to the Commission. All written materials received by staff before 12:00 p.m. on the day of the meeting will be distributed to the Commission. If you wish to submit written material at the meeting, please supply 10 copies.

Accessibility

The location of this meeting is wheelchair accessible. If other accommodations are required to assist a person with a disability to participate in the meeting, please contact the Executive Officer or Commission Clerk at least 24 hours before the meeting.

Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Trinity LAFCo must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660.

A LAFCo Commissioner must disqualify herself or himself from voting on an application involving an “entitlement for use” (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agent (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCo proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Late-Distributed Materials. Any material submitted to the Commission after this agenda is posted will be made available for public inspection as soon as possible on the LAFCo website trinitylafco.org.

Contact LAFCo Staff. For additional information please contact krystle@trinitylafco.org.



AGENDA ITEM 1.B.

MEETING: February 18, 2025
TO: Trinity LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: Selection of Chair and Vice-Chair for 2025 Calendar Year

BACKGROUND:

It is the policy of the Commission to annually designate a Chair and Vice Chair among its regular members. The Chair shall preside at all meetings of the Commission and shall conduct the business of the Commission in the manner prescribed by the Commission's policies. In the absence of the Chair, the Vice-Chair shall act as Chair and exercise all the powers and duties of the Chair.

DISCUSSION:

A five-year history of officer positions is provided below. The newly selected Chair would assume role and preside at the February meeting.

RECOMMENDATION:

It is recommended that the Commission designate a Chair and Vice Chair to serve for the 2025 calendar year, effective immediately. Per Commission policy, the Chair and Vice Chair shall not be members of the same appointing authority (county, special district, or public).

Prior Year Chair and Vice-Chair

Year	Chair	Vice-Chair
2024	Dan Frasier	Andrew Johnson
2023	Heidi Carpenter-Harris	Dan Frasier
2022	Keith Groves	Annie Burke
2021	Keith Groves	Joseph Kasper
2020	Judy Morris	Joseph Kasper/ Pat Frost

TRINITY LOCAL AGENCY FORMATION COMMISSION
December 17, 2024 Regular Meeting
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 Frasier called the meeting to order at 4:00 pm.

Members present: Commissioners Heidi Carpenter-Harris, Todd Corbett, Dan Frasier, Liam Gogan, and Alternate Commissioners Lisa Harper* and Joseph Kasper*.

Members absent: Commissioner Anna Burke, Jake Grossman-Crist, Andrew Johnson, and Alternate Commissioner Jill Cox.

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

*Seated as voting member; Commissioner Kasper joined the meeting at 4:05pm.

2. PRESENTATIONS/ANNOUNCEMENTS

A. Certificate of appreciation – Regular County Member Dan Fraiser

B. Seating of Alternate Special District Member – Lisa Harper, Douglas City CSD

EO Santsche presented a Certificate of Appreciation to Commissioner Fraiser and thanked him for his many years of service on LAFCo. Newly appointed Alternate Special District member Lisa Harper was then welcomed to the Commission.

3. CONSENT CALENDAR

A. Approval of Minutes from the October 15, 2024 Commission Meeting

B. Approval of 2025 Commission Meeting Schedule

Motion to approve the consent calendar was presented by Commissioner Carpenter-Harris, seconded by Commissioner Gogan, and passed by 6-0-0 voice vote.

4. PUBLIC COMMENT OPPORTUNITY

No public comment was received.

5. PUBLIC HEARINGS

A. Municipal Service Review and Sphere of Influence Update for the Middle Trinity River Regional Fire Services Municipal Service Review and Sphere of Influence Update

EO Santsche presented the staff report and provided a summary of the review process to date. Staff has been working with district representatives and Chiefs for the last year. She also noted that current Commissioners representing the agencies under review do not need to recuse themselves from participating in discussion or voting per the CKH Act.

It was noted that this is the first regional service-specific MSR/SOI review for the Commission and future fire service reviews will take a similar approach. Based on the current review, the fire service providers in the area work closely together and have auto aid agreements in place. However, funding for the provision of services continues to be an issue. Weaverville FPD and Lewiston FPD receive a portion of ad valorem property taxes but it is insufficient to cover costs. All the districts rely heavily on donations and cost recovery charges to cover expenses.

The current MSR/SOI Update revises the SOI for each district to match their goodwill response areas and support potential future annexation/reorganization. However, the lack of revenue sources continues to be a limiting factor for districts to pursue annexation.

Commissioners held minimal discussion on the MSR/SOI Update and asked clarifying questions. It was noted that the agencies, including the fire chiefs, responded well to the review process and collaborated well.

Alternate Commissioner Harper asked if it was possible to make minor corrections to the document such as correcting the address of a fire station. EO Santsche stated that yes, this could be made a part of the motion.

Chair Frasier opened the public hearing and invited comments from those in attendance. No comment was received and so the hearing was closed.

Motion to adopt Resolution 2024-05 approving the Middle Trinity River Fire Services Municipal Service Review and Sphere of Influence Update with minor technical corrections was presented by Commissioner Carpenter-Harris, seconded by Commissioner Gogan, and passed by 6-0-0 roll call vote.

B. Municipal Service Review and Sphere of Influence Update for Trinity County Waterworks District #1

Clerk Heaney introduced the staff report and provided a brief overview of the District. She noted that this is the initial draft of the document and staff will continue to work with the District to revise the document for the next meeting. It was also noted that this review was triggered by applications for annexation to the District.

Commissioners held minimal discussion regarding the MSR/SOI Update. It was noted that Ewing Reservoir is owned by the District. The dam is an earthen dam that is less susceptible to seismic activity. The only ridged structure is the spillway which is inspected annually by the state.

Chair Fraiser opened the public hearing and invited comments from those in attendance. No comment was received.

Motion to continue the public hearing to the next Regular Commission Meeting on February 18, 2025 was presented by Commissioner Carpenter-Harris, seconded by Commissioner Kasper, and passed by 6-0-0 roll call vote.

6. BUSINESS

A. Status of Current and Future Applications

EO Santsche introduced the staff report and provided an overview of the two applications for annexation that were recently received for Trinity County Waterworks District #1. It is anticipated that these applications will be brought forward for approval at the February meeting.

B. Expiring Commissioner Terms Update

EO Santsche introduced the staff report and noted that annual county appointments will be made in January 2025 and that all seats on the Commissioner are now full.

7. EXECUTIVE OFFICER'S REPORT/CORRESPONDENCE (Information Only)

A. CALAFCO Legislative Update (October 2024)

EO Santsche noted that she attended the recent CALAFCO conference, which is a good opportunity to network with other executive officers and commissioners from around the state. She also noted that as an active member with CALAFCO, Commissioners are able to request a member login for the CALAFCO website and access prior conference materials and webinars.

8. COMMISSIONERS' COMMENTS

Alternate Commissioner Harper noted that she looks forward to serving on the Commission and other Commissioners noted that she will likely be called upon often as a voting member.

9. **ADJOURNMENT**

There being no further business, Chair Frasier adjourned the meeting at 4:38 pm.

ATTEST:

Krystle Heaney
Clerk

DATE: _____



AGENDA ITEM 5.A.

MEETING: February 18, 2025
TO: Trinity LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: Trinity County Waterworks District #1 Municipal Service Review and Sphere of Influence Update

BACKGROUND:

In accordance with the Cortese-Knox-Hertzberg Act, LAFCos are required to prepare municipal service reviews (MSRs) prior to or in conjunction with its mandate to review and update each local agency's sphere of influence (SOI) every five years or as needed. The legislative intent of the MSR is to inform the Commission as to the availability, capacity, and efficiency of local governmental services prior to making sphere of influence determinations. Municipal service reviews may also lead LAFCos to take other actions under their authority, such as forming, consolidating, or dissolving one or more local agencies in addition to any related sphere changes.

DISCUSSION:

This MSR evaluates services provided by Trinity County Waterworks District #1 (TCWWD #1) including water and wastewater services. Staff has coordinated closely with District staff to obtain information on the current provision of services. Water for the District is diverted from Big Creek into Ewing reservoir during wet weather months for storage. Water is then transported to the District's treatment plant prior to being distributed to customers throughout the Hayfork area.

The District has submitted applications for annexation of two separate parcels into its District boundary. These two parcels are currently outside the District's adopted SOI boundary. This MSR/SOI update will provide the information necessary to update the District's SOI as a precursor to annexation.

The Revised MSR/SOI Update for the District is included as Attachment A. This revised draft includes additional information on water, wastewater, and recreational services provided by the District in addition to MSR and SOI determinations.

RECOMMENDATION:

Staff recommends the Commission review the Revised Draft MSR/SOI and consider adoption of Resolution 2025-01.

Attachments:

- A – Revised Draft MSR/SOI Update for Trinity County Waterworks District #1
- B – Draft Resolution 2025-01

Municipal Services Review and Sphere of Influence Update

Trinity County Waterworks District #1



Revised Commission Draft
February 2025

Trinity Local Agency Formation Commission



www.trinitylafco.org

1.0 TRINITY COUNTY WATERWORKS DISTRICT #1

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1.1 DISTRICT BACKGROUND

Agency Overview

Trinity County Waterworks District #1 (“TCWWD #1” or “District”) provides potable water and wastewater services to the community of Hayfork, located in central Trinity County along Highway 3. Hayfork is situated in the Hayfork Valley, bordered by Hayfork Creek and surrounded by mountainous terrain including several notable peaks such as Wells Mountain, Thompson Peak, and Plummer Peak.

The District is responsible for operating and maintaining the community's water supply and wastewater infrastructure, ensuring compliance with state and federal regulations. TCWWD #1 serves a primarily residential population, along with commercial and institutional customers. The district faces challenges common to rural water systems, including aging infrastructure, limited funding for capital improvements, and the need for long-term sustainability planning.

Table 1: TCWWD #1 Contact Information

Primary Contact	Shane McDonald, General Manager
E-mail Address	shane@trinitycountywaterworks.com
Physical/Mailing Address	320 Reservoir Road, Hayfork, CA 96041
Phone Number	(530) 628-5449
Website	trinitycountywaterworks.com

District Principal Act

The District's principal act is the County Waterworks District Law established by California Water Code §55000 *et seq.* Under this law the District may provide inhabitants of the district with water for irrigation, domestic, industrial, or fire protection purposes. In addition to potable water, the District may engage in sewage collection, treatment, and disposal where authorized, ensuring wastewater is managed in a manner that protects public health and the environment.

Formation and Development

In late 1950, a petition was submitted to the Trinity County Board of Supervisors requesting the formation of a public agency to provide water services to the Hayfork area. Recognizing the growing need for a reliable water supply system, the Board of Supervisors accepted the petition on December 27, 1950, and called for a special election to determine public support for the formation of the district.

On January 16, 1951, Hayfork residents overwhelmingly approved the formation of TCWWD #1, with 79 percent voting in favor. Along with the district's formation, voters also approved a bonded indebtedness of \$230,000 to finance the acquisition, construction, installation, extension, repair and maintenance of waterworks, structures and appliances for the district and the acquisition, by purchase, condemnation, lease or otherwise, of lands, rights of way, water, water rights and water service necessary or convenient for such purpose.

On January 23, 1951, the Board of Supervisors officially certified the election results and declared the District formed. Since its formation, the District has played a crucial role in providing potable water services to the Hayfork community, adapting to changing needs, regulatory requirements, and infrastructure demands over time.

Figure 1: Boundary and Proposed SOI

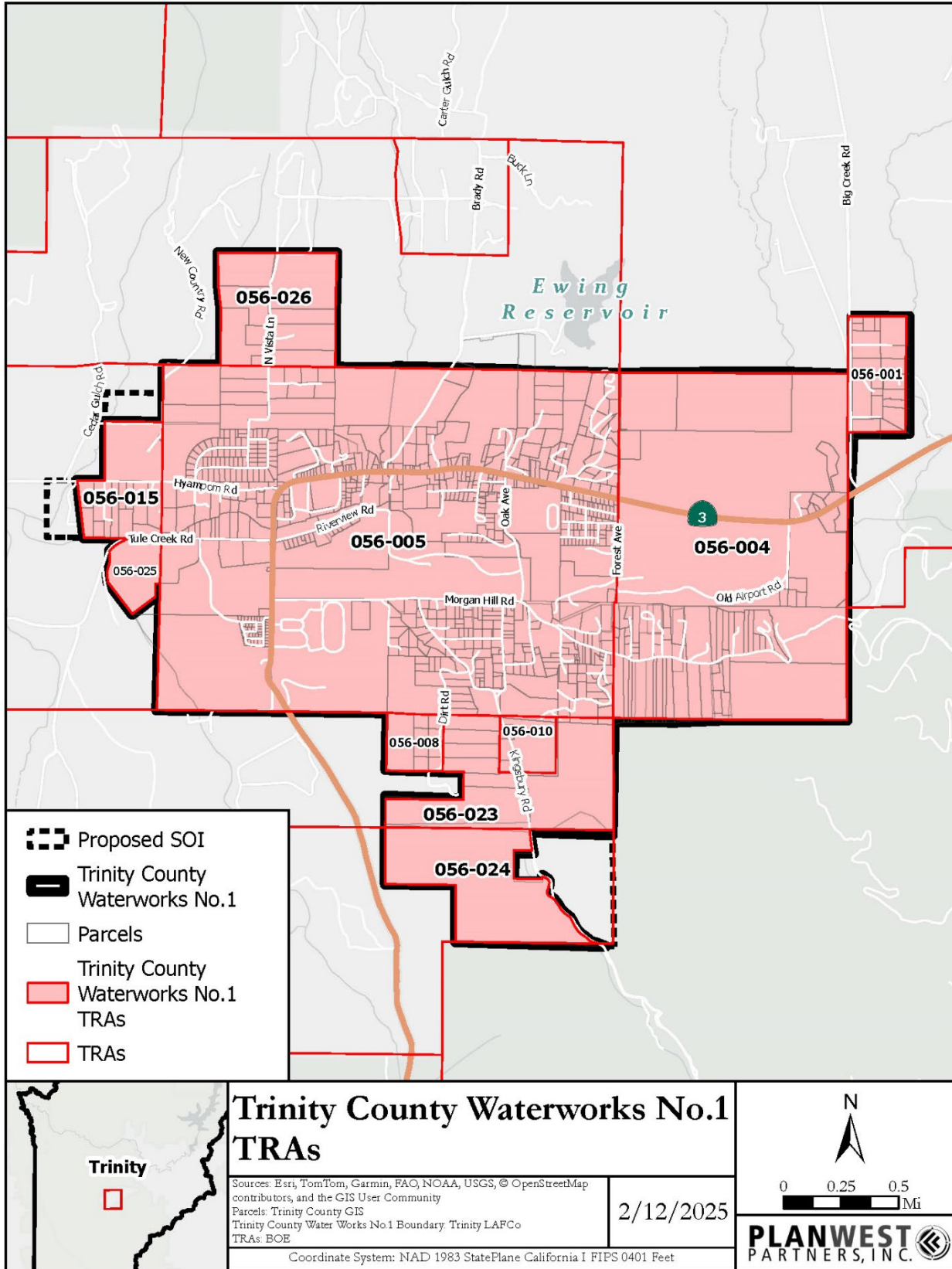
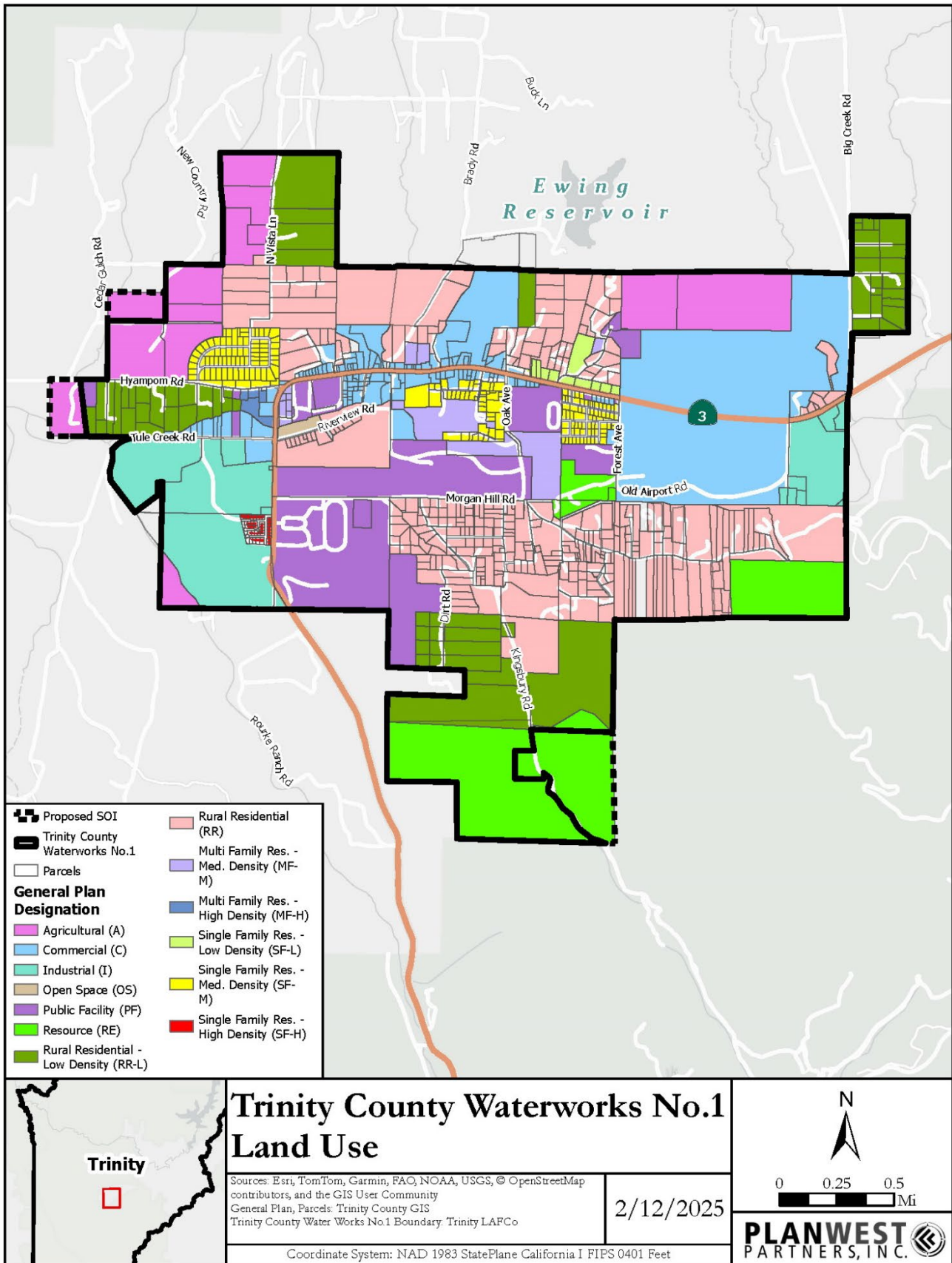


Figure 2: Land Use



Boundary and Sphere of Influence

The original boundary of TCWWD #1 was established in 1951 encompassing approximately 2,897 acres (4.5 square miles). In 1985, the District's Sphere of Influence (SOI) was formally established and made coterminous with the district boundary. At that time, the District's active powers were identified as water and park and recreation services, while all other powers remained latent¹.

In the late 1990's, the District secured multiple funding sources, including a Small Communities Grant from the State Water Resources Control Board, USDA Rural Development grant/loan funding, and Community Development Block Grant funds, to construct a sewer system for Hayfork². An improvement bond and assessment district were later approved, and wastewater services were provided shortly after³.

Since its formation, the District has undergone several boundary and SOI modifications to accommodate service needs. The most recent boundary changes include:

- In 2013, Resolution No. LAFCO-13-03 approved the annexation of approximately 160 acres along North Vista Lane on the northern boundary of the District.
- In 2018, Resolution No. LAFCO-18-02 approved annexation of approximately 38.58 acres along Tule Creek Road just west of Highway 3.

Proposed SOI Expansion and Annexation

The District has submitted applications for annexation for two separate properties adjacent to the current boundary. In response, LAFCo proposes expanding the District's SOI to include these parcels, as shown in Figure 1. The proposed annexation areas include:

- APN 014-430-051 – located on Horse Tail Hill Road
The proposed annexation area is located on the north side of Horse Tail Hill Road at Cedar Gulch Road and consists of a single parcel of 20.22 acres that is developed with various out buildings and greenhouses that support a cannabis farm. The parcel is currently designated as Agricultural (A) under the Trinity County General Plan – Hayfork Community Plan and zoned Agricultural – Minimum 20 acres (A-20) with a Flood Hazard (FH) overlay due to its proximity to the natural drainage feature Cedar Gulch. The proposed annexation would provide potable water service to a licensed cannabis farm that has 10 permitted structures and a 420-foot dry well on the property.
- APN 014-430-029 – located on Hyampom Road
The proposed annexation area is located on the south side of Hyampom Road at Cedar Gulch Road and consists of a single parcel of 23.86 acres that is developed with a single-family residence and various outbuildings. The parcel is currently designated as Agricultural (A) under the Trinity County General Plan – Hayfork Community Plan and zoned Agricultural – Minimum 10 acres (A-10) with a Flood Hazard (FH) overlay due to its proximity to the natural drainage feature Cedar Gulch. The proposed annexation would provide potable water service to an existing residence that has a documented failing well that can no longer provide adequate service to the property.

Additionally, the District provides water service to one out-of-agency connection along Kingsbury Road, south of the District (APN 014-180-066). This 85-acre property has received water service since 2015 but was not annexed at the time due to an adjacent 10-acre parcel (APN

¹ Trinity County Planning Department, Trinity County Waterworks District No. 1 Sphere of Influence. July 2, 1985.

² https://www.waterboards.ca.gov/board_info//agendas/1998/may/0527-03.htm

³ TCWWD #1, Improvement Bond – Hayfork community Sewerage Project Assessment District Series 1999. March 9, 1999.

014-180-093) opting out of annexation, which would have otherwise resulted in an entirely surrounded non-district parcel. Both properties are proposed for inclusion in the District's SOI, allowing for future annexation into the District.

Land Use and Zoning

Land uses in the District are determined by the Trinity County General Plan and Hayfork Community Plan. Land uses are predominantly low density residential including Rural Residential, Residential Estate, and Single Family Residential. Additional land uses include industrial, public facility, commercial, and Multifamily. Land uses surrounding the District are generally agricultural and residential estates⁴. Zoning within the District is set by the Hayfork Community Plan. Zoning is predominantly low density residential, commercial, public facility, and agricultural.

Table 2: Land Use Summary

Land Use Type	Acres	Percentage %
Agricultural	309	8.4
Commercial	628	17.1
Industrial	303	8.3
Multi-Family Residential	95	2.6
Open Space	7	0.2
Public Facility	430	11.7
Resource	301	8.2
Rural Residential	1,443	39.3
Single Family Residential	145	3.9
Other	10	0.3
Total	3,671	100%

Growth and Population

According to the US Census Bureau Decennial Census data, the total population in Trinity County was 13,786 in 2010 and 16,112 in 2020. This suggests an annual growth rate of approximately 1.57%. In the Hayfork area, the 2010 population was 2,368 and the 2020 population was 2,324, which is an annual growth rate of approximately -0.19%⁵.

Hayfork is noted to be the second largest community in the county with 14.4% of the county's total population⁶. The Draft Hayfork Community Plan, part of the Trinity County 2050 General Plan Update, notes that the overall population of the Hayfork area decreased from 1990 to 2020 by approximately 268 people. The change from 2010 to 2020 was recorded to be 10 people, which indicates that the population has seen no significant change over the last decade⁷.

The California Department of Finance periodically releases population estimates for counties and cities throughout the state. According to projections released in September 2024, Trinity

⁴ Trinity County, Hayfork Community Plan General Plan Land Use Designations, Adopted by Trinity County Board of Supervisors Resolution No. 71-96. November 19, 1996.

⁵ US Census Bureau, Decennial Census 2010 and 2020 for Trinity County and Hayfork Census Designated Place. DEC Redistricting Data (PL 94-171), Table P1 – Race.

⁶ Trinity County 2050 General Plan Update, Public Review Draft Background Report. Section 3.2 Population and Household Trends, and Table 3-2: Total Population by Community, 2010 and 2020. March 2023. Prepared by Mintier Harnish.

⁷ Trinity County, Hayfork Community Plan – Public Review Draft. October 2024.

County is estimated to have a 2030 population of 15,891⁸. This indicates an anticipated decline in population over the next five years.

Disadvantaged Unincorporated Communities

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of service reviews, including the location and characteristics of any such communities. A disadvantaged unincorporated community (DUC) is defined as any area with 12 or more registered voters where the annual median household income (MHI) is less than 80 percent of the statewide annual MHI (pursuant to Government Code Section 56033.5 and Water Code Section 79505.5). Within a DUC, three basic services are evaluated: water, sewage, and fire protection.

According to the American Community Survey, the Hayfork Census Designated Place (CDP) had a 2021 MHI of \$40,653 which is 43 percent of the 2021 California MHI of \$95,521. This qualifies the area as disadvantaged. In regard to services, water and wastewater services are provided by TCWWD #1 and fire services are provided by the Hayfork Fire Protection District⁹.

1.2 GOVERNANCE AND STRUCTURE

Governing Body

TCWWD #1 is considered a “dependent special district” under Government Code §56032.5, meaning its Board of Directors is appointed by the Trinity County Board of Supervisors. This is in accordance with Water Code §55301 which states that, “The board of supervisors of the county is the governing board of the district unless a board of directors has been appointed under the provisions of this chapter as they existed prior to their repeal at the 1967 Regular Session of the Legislature. Each member of an appointed board of directors in existence on the effective date of the amendment of this section at the 1967 Regular Session of the Legislature shall continue to serve at the pleasure of the board of supervisors of the county, rather than for the term for which he was appointed.” The Board of Supervisors has opted to conduct a review of District Board appointments every four years.

Board agendas and notices are posted at least 72 hours in advance of scheduled Board meetings. Meetings of the Board of Directors are subject to the Ralph M. Brown Act which require agendas to be posted at least 72 hours in advance of scheduled Board meetings in a location that is freely accessible to members of the public.

Table 3: Board of Directors

Board Member	Title	Appointed	Appointment Review
Angenett Taft	Chair	Sep 2023	Dec 2026
John C Semer	Vice Chair	July 2024	Dec 2028
Melody McLearn	Board Member	July 2022	Dec 2028
Arnold Bridges	Board Member	Oct 2023	Dec 2028
Diane Yates	Board Member	July 2007	Dec 2026

⁸ California Department of Finance, Demographic Research Unit. Report P-2A: Total Estimated and Projected Population for California and Counties, July 1, 2020 to 2070. Released September 2024.

⁹ American Community Survey 2021 5-Year Estimate, Table S1903: Median Household Income

Staffing

The District currently employs four staff including a General Manager/ Chief Operator, Office Manager/ Clerk of the Board, a Lead Plant Operator, and an hourly laborer. The General Manager maintains a T3 treatment certification, a D3 distribution certification, and a wastewater (WWII) certification. The Officer Manager maintains T2, D2, and WW I certifications, and the Lead Plant Operator maintains T2, D2, and WW I certifications. Having multiple trained staff members ensures that the District's system is monitored and maintained.

Accountability and Transparency

SB929 was signed into law on September 14, 2018, requiring all independent special districts to have and maintain a website meeting all the special district transparency requirements of State law including the availability of agendas, policies, and financial information by January 1, 2020. TCWWD #1 maintains a website that can be easily accessed by the public and includes online payment options. The following table provides an overview of the District's compliance with SB929. It is recommended that the District work with their web designer to post their Enterprise System Catalog to bring the website into compliance with SB929.

Table 4: SB929 Website Posting Requirements

Type of Requirement	Description of Requirement	Is the District in compliance?
District Contact Information	The bill does not state the specific contact information required. We recommend posting, at a minimum: <ul style="list-style-type: none"> o Physical address o Mailing address o Phone number o E-mail address 	Yes.
Most Recent Agenda	The most recent agenda must be: <ul style="list-style-type: none"> o Posted at least 72 hours in advance of the meeting o Linked on the homepage of the website, navigating directly to the current agenda o Searchable, indexable, and platform-independent (simply put, post the agenda as a PDF) 	Yes.
Financial Transaction Report	The State Controller's report for the District's Financial Transaction report must be posted or linked to the corresponding State Controller website.	Yes.
Staff Compensation Report	The State Controller's report for the District's Staff Compensation report must be posted or linked to the corresponding State Controller website.	Yes.
Enterprise System Catalog	As required by SB272, the Enterprise System Catalog must be posted. This includes: <ul style="list-style-type: none"> o Current system vendor o Current System product o System's purpose o A description of categories or types of data o Department that is the prime data custodian o Frequency in which system data is collected and updated 	No.

1.3 SERVICES AND INFRASTRUCTURE

Service Overview

In the Hayfork area, the District provides potable water service to residences and businesses and provides wastewater services under the Hayfork Community Sewerage Project Assessment District. Around Ewing reservoir, the District allows for passive recreation but does not actively maintain recreation areas.

Water

Demand

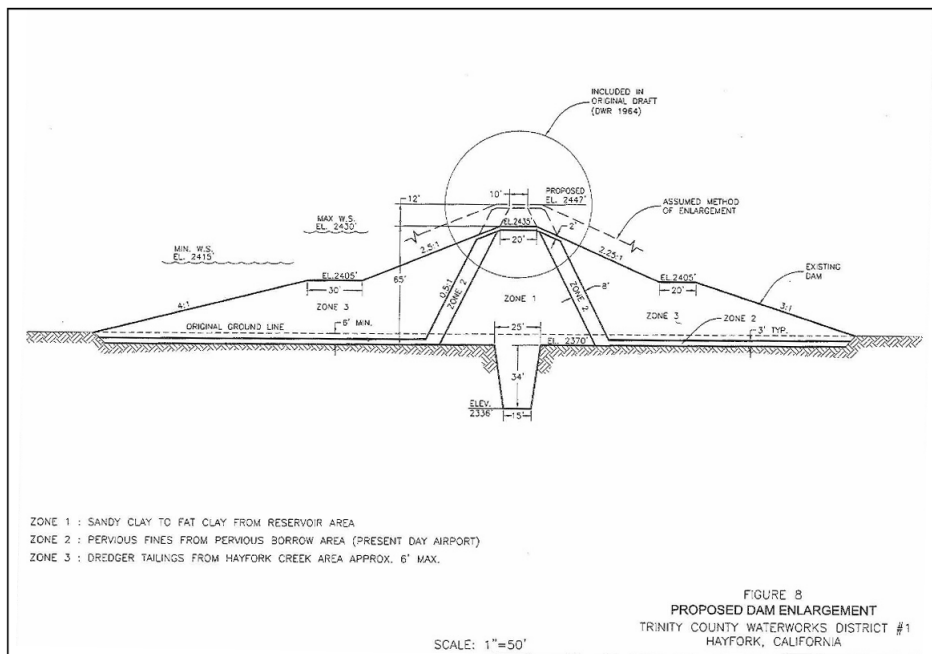
TCWWD #1 has 599 residential connections and 99 commercial connections. The District typically sees peak water flows in summer to early fall. In 2023, peak flows occurred in July with a total demand of 15,378,400 gallons. Peak hourly demand of 628 gpm occurred on June 30, 2023 while the average daily demand for May to September 2023 was 409,500 gallons¹⁰.

Infrastructure and Facilities

TCWWD #1 obtains water through a diversion structure on Big Creek that runs into Ewing Reservoir. The District's water rights, established in 1952, and confirmed by License 7756 in 1965, allowed for diversion of up to 0.52 cubic feet per second (cfs) year round. Water right Permit #15437, granted in 1967, allows for diversion of up to 820 acre feet. The District is currently allowed to divert water from Big Creek beginning on November 1 through June 30 of each year. Maximum diversion from Big Creek is 14 cfs as long as there is still 15 cfs set aside for fish and downstream irrigation demands along Big Creek¹¹. The District also has water rights for flushing the reservoir and expansion of the reservoir.

The original infrastructure of the water system consisted of 1 million gallon reservoir and treatment/pumping plant on Big Creek. However, the design capacity was exceeded in 1964 which prompted a state funded study on the system. After the study was completed in September 1965, it was determined that a reservoir should be constructed in order to provide water to the Hayfork area.

Figure 3: Ewing Dam Construction Profile



¹⁰ TCWWD #1, Sys No. 5310002, Daily System Measurements for May 2023 through September 2023.

¹¹ North Coast Regional Water Quality Control Board, Big Creek Watershed Assessment Report, July 2008.

The Ewing Project was constructed with a Davis-Grunsky Act loan and completed in 1972. The system included the dam and reservoir, diversion facilities, pumping plant, treatment plant and storage tank. The dam was designed to accommodate a 12-foot height increase to later expand the storage capacity of the reservoir.

According to the Hayfork Community Plan (Oct 2024 Public Review Draft), dam inundation risks have been assessed for Ewing Reservoir, with an evacuation plan in place. Even in the event of complete dam failure, floodwaters are not a significant threat to people or property, with damage expected to be of a modest nature. TCWWD #1 has prepared an incident action plan and an evacuation plan outlining responsibilities, gathering points, and sources of emergency assistance in case of dam failure. A structural inspection of the dam was done in May 2008.

The treatment system consists of a splitter box where coagulant is added to help settle out particulate matter, a clarifier, and a four cell sand filter composed of dual media filters. After treatment, water is disinfected with a chlorine solution before being distributed to the storage and distribution system. The treatment system is limited by the clarifier which can only treat 700-800 gpm¹². As such, running 24 hours a day, the treatment plant can produce up to 1.2 million gallons per day of potable water¹³. During periods of high demand, when the treatment capacity of the clarifier is exceeded, it can be bypassed so that water flows directly to the filter. However, this is considered inline filtration which is not approved by the state.

Storage for the system includes two 500,000 gallon steel tank located near the treatment plant and two 25,000 gallon tanks on North Vista Lane. An additional raw water pipeline was constructed to provide irrigation water for the fairgrounds, Hayfork High School, Hayfork Elementary School, and the cemetery. Separation of potable and non-potable water for major consumers has led to an estimated 20 percent reduction in potable water use¹⁴.

Water mains in the district consist of PVC (~53%), steel (~37%), and asbestos cement (~10%). The steel pipe ranges from 4 to 12 inches and is reported to be in poor condition. The remaining mains are reported to be in good condition¹⁵.

Wastewater

The District's wastewater treatment facility consists of an oxidation/ marsh system that provides primary and secondary treatment to wastewater. A schematic of the system is shown in Figure 4¹⁶. The system is reported to be operating at approximately 25% to 30% capacity. The facility has a septage dump station located near the headworks and accepts sewage trucked from within Trinity County.

Updates, maintenance, and new connections to the wastewater system are subject to TCWWD #1's Sanitary Code (Ordinance 97-1.)

The District's treatment facility has a permit capacity of 0.243 mgd for average dry weather flow and 0.729 mgd for peak wet weather flow. These limits are set by the Waste Discharge Requirements adopted for the District by the North Coast Regional Water Quality Control Board (WDID No. 1A97069WNTR). According to the WDR, treated wastewater may be discharged to one of two locations, the Secondary Effluent Percolation Ponds or the golf course for seasonal irrigation. However, in order to discharge to the golf course, the wastewater must be treated by way of a chlorine contact basin. This portion of the treatment system, while included in the original design (Figure 4), was never constructed. Recently, the District Board voted to disband

¹² SWRCB, Inspection of TCWWD #1, PWS No. 5310002, Hayfork, Trinity County, CA. March 14, 2023.

¹³ Watershed Research and Training Center, Water Conservation Measures for the South Fork Trinity River Watershed. Authored by Josh Smith, Cindy Buxton, and Marie Buell. May 2016.

¹⁴ Trinity County, Hayfork Community Plan – Public Review Draft. October 2024.

¹⁵ SWRCB, Inspection of TCWWD #1, PWS No. 5310002, Hayfork, Trinity County, CA. March 14, 2023.

¹⁶ North Coast Regional Water Quality Control Board, Waste Discharge/Reclamation Requirements for Trinity County Waterworks District No. 1 Wastewater Treatment Facility – WDID Nno. 1A97069WNTR. December 6, 2012.

the golf course fund and abandon the project. As such, the District will be removing the irrigation system on site and will not discharge any treated wastewater to this area.

The wastewater system currently serves 457 connections including 385 residential, 13 multi-family, 37 commercial, and 22 public authority. Based on the District's flow meter data, the system processed over 31 million gallons of influent in 2024 (Table 5)¹⁷. Based on the available data, the system is operating below its permitted dry and wet weather flow rates.

Figure 4: Original Wastewater Treatment System Design Schematic

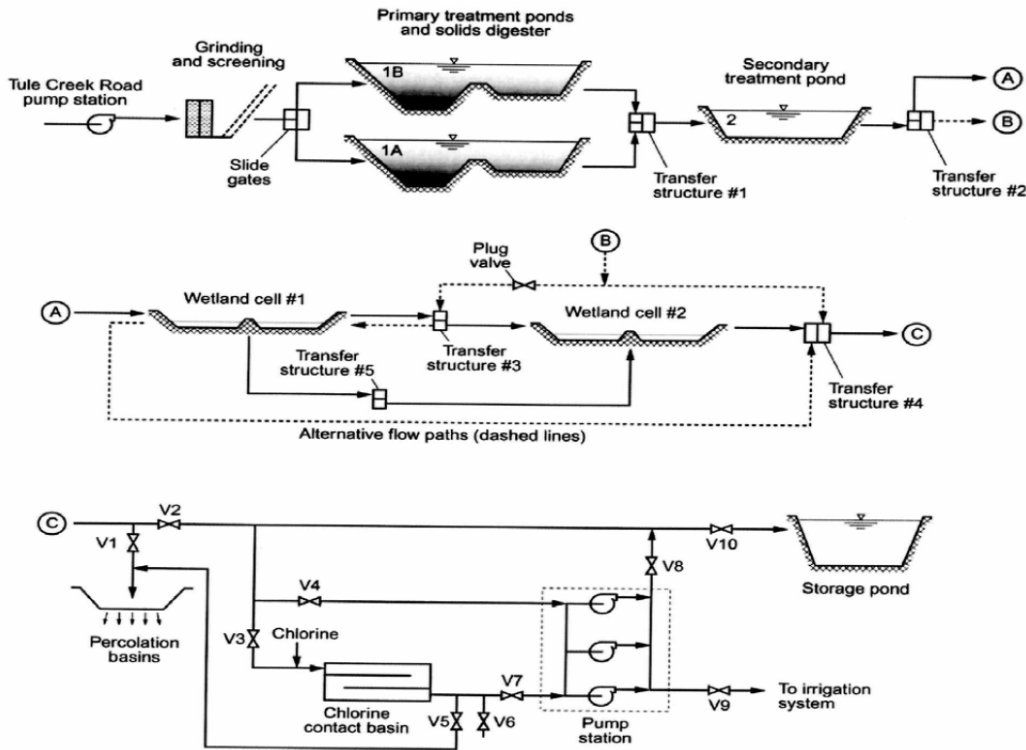


Table 5: Influent Treated by Wastewater Treatment System 2024

Month	Gallons of Influent	Approx. MGD
January	4,331,811	0.140
February	4,168,976	0.144
March	2,037,235	0.066
April	1,997,393	0.067
May	1,972,138	0.064
June	1,900,881	0.063
July	1,964,048	0.063
August	No Data	No Data
September	1,820,937	0.061
October	1,969,427	0.064
November	3,432,231	0.114
December	5,354,554	0.173

¹⁷ McDonald, Shane. TCWWD #1 General Manager. Personal Communication (email). January 24, 2025.

The District participated in a wastewater planning grant that looked at potential upgrades to the system in order to provide recycled water for irrigation. It was determined that the cost of the upgrades was too high for the limited production of recycled water and would be a detriment to the District¹⁸. As such, they will not be moving forward with upgrades to the treatment system and will continue to utilize the onsite percolation ponds.

Recreation

TCWWD #1 maintains the main trail around the edge of the Ewing Reservoir for year-round hiking and fishing. They also provide three vaulted restrooms and several trashcans within the picnic area with ten concrete picnic tables. The trashcans and restrooms are serviced weekly¹⁹. Additional multi-use trails are available for public use on adjacent Bureau of Land Management (BLM) managed lands above the Ewing Reservoir.

Other Service Providers

Solid Waste Disposal

Trinity County Solid Waste Disposal Services provides residential and commercial disposal services to select areas within Trinity County. The Hayfork Transfer Station, located at 372 Dump Road in Hayfork, serves as a designated site for permitted solid waste disposal.

Electricity and Natural Gas

Trinity Public Utilities District (TPUD), headquartered in Weaverville, functions as the primary electrical utility for a substantial portion of Trinity County. TPUD purchases its power from the Western Area Power Administration (WAPA) pursuant to a first preference right to power produced by the Trinity River Division of the Central Valley Project²⁰. TPUD does not operate any generation assets but instead provides sub-transmission and electricity distribution to approximately 12,000 customers in a 2,200 square mile area in Trinity County. There are nine substations which are both owned and operated by both WAPA (five served from this transmission system) and Pacific Gas & Electric (PG&E) (four served from this transmission system). Trinity County has eight hydroelectric facilities that are either operated by the U.S. Bureau of Reclamation or privately owned. These facilities are part of California's Central Valley Project and generate hydroelectric power. Energy produced by these facilities is managed by WAPA and transmitted to customers by TPUD.

PG&E is the only designated natural gas provider in the County. However, despite this designation, PG&E does not offer natural gas service to most areas within the County, leaving residents to rely on propane for natural gas needs.

Hayfork Lighting and Maintenance District

The Hayfork Lighting Maintenance District was formed in 1947. TPUD operates and maintains the district's streetlights.²¹

Emergency Medical Services / Ambulance Transport

Trinity Life Support Community Services District (TLSCSD) operates out of Hayfork and Weaverville and is staffed by EMT-1 and Paramedic level emergency personnel in contract with Mountain Communities Healthcare District. The Hayfork ambulance is not always staffed at an Advanced Life Support (ALS) level. If they are operating at Basic Life Support (BLS) level, they take the patient to Hayfork and meet the ALS ambulance that drives from Weaverville or meet a

¹⁸ McDonald, Shane. TCWWD #1 General Manager. Personal Communication (email). January 24, 2025.

¹⁹ McDonald, Shane. TCWWD #1 General Manager. Personal Communication (email). January 24, 2025.

²⁰ Trinity River Division Act of 1955

²¹ Hayfork Community Plan. Public Review Draft. October 2024.

helicopter for transport. TLSCSD recently applied to USDA Rural Development for grant assistance to purchase two new ambulances, one in Weaverville and one in Hayfork.

Hayfork Fire Protection District

Hayfork Fire Protection District was established in 1949 and provides fire protection, rescue, and emergency response services to the greater Hayfork area. Operating from a single station at 195 Hyampom Road, the District maintains a fleet that includes two Type 1 engines, a Type 6 wildland truck, and a water tender, all equipped with fire gear, tools, and other necessary equipment. With an average of 17-19 active volunteer members, the District responds to an average of 20-30 calls per month or 285 calls per year, including medical emergencies, fires, motor vehicle accidents, and other incidents 24/7 while conducting weekly training sessions to maintain readiness. The District plays a critical role in wildfire response in coordination with CAL FIRE and the Forest Service and participating in strike teams as needed. The District faces challenges such as volunteer recruitment, aging equipment, and the need to complete the Main Station facility. Once completed, this facility could enhance emergency response capabilities by serving as a command center and dispatch hub during major incidents.

Law Enforcement

Law enforcement is provided by the Trinity County Sheriff's Office, that operates a substation at 6641 SR 3 in Hayfork. The substation facility shares space with the Hayfork Branch of the Trinity County Library System and a social services office. The California Highway Patrol is responsible for traffic control for State Route State Route 3, which passes through the District.

Parks and Recreation

Parks and recreation services are primarily provided by the Greater Hayfork Valley Park and Recreation District. They are responsible for the maintenance and management of the Hayfork Park and Pool located next to the Hayfork Elementary School located on Community Drive. The District received voter approval for a new \$30 per year per parcel special tax in November 2024 (Measure M) to provide a dedicated source of local funding for the Hayfork Park and Pool.

The Trinity County Fairgrounds, located in southern Hayfork on SR 3, is the largest event space in Trinity County. It features pavilions, large event spaces, a commercial kitchen, RV hookups, camping facilities, and U-Haul rentals. The Fairgrounds are managed by the Trinity County Fair Association Board, overseeing operations and usage, including the annual Trinity County Fair.

Resource Conservation

The Trinity County Resource Conservation District (TCRCD) is a countywide agency that protects and manages the natural resources of Trinity County through the provision of technical assistance and the implementation of projects and programs. The TCRCD also engages in educational programs and works to increase education on conservation throughout the County. The TCRCD engages in numerous wildfire mitigation projects including the implementation of the Trinity County Wildfire Mitigation Project and a myriad of fuels reductions and defensible space projects. For over 20 years, the TCRCD has engaged in fuels reductions projects that have resulted in the thinning of thousands of acres throughout the County's forests. Additionally, the TCRCD is in close collaboration with the Trinity County Fire Safe Council (TCFSC) in the development of the Trinity County Hazard Mitigation Plan Update and the 2010, 2015, and 2020 updates to the Trinity County Community Wildfire Protection Plan (CWPP).

1.4 FINANCING

Financial Overview

TCWWD #1 conducts financial budgeting and reporting in accordance with generally accepted accounting principles and waterworks district law. Budgets are adopted annually for the upcoming fiscal year and account planned revenues and expenses. The most recent budget, for FY2024-25 shows a projected income of \$757,000 and expenses of \$756,933. While the last several years of budgets show a net gain from year to year, the annual budgets do not account for depreciation of assets. When looking at the District's overall net position, there is a noted decrease from \$8,117,840 in FY2021-22 to \$7,351,808 in FY2022-23.

State Controller's Office

The District files an annual summary report of financial transactions with the State Controller's Office. These reported figures are public and can be accessed online at <https://bythenumbers.sco.ca.gov/>. A summary of the last six fiscal years available is provided in the table below. According to the information available, TCWWD #1 continues to operate at a loss. This can be likely due to depreciation of assets which totaled \$355,601 in FY2022-23.

Table 6: State Controller's Office Summary

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Revenues	\$722,073	\$1,133,147	\$817,173	\$1,070,749	\$1,110,372	\$1,257,707
Water	506,251	907,582	592,654	826,638	870,261	1,014,993
Wastewater	215,456	225,565	224,519	244,111	240,111	242,714
Governmental	366					
Expenditures	\$947,336	\$996,066	\$1,053,713	\$1,229,173	\$1,216,338	\$1,444,267
Water	644,485	699,316	761,463	933,363	912,438	1,140,367
Wastewater	293,385	296,750	292,250	295,810	303,900	303,900
Governmental	9,466	-		-	-	-
Net Gain/(Loss)	(-225,263)	(-137,081)	(-236,540)	(-158,424)	(-105,966)	(-186,560)

Audited Financials

The District completes an annual audit with the last available audit being for FY2022-23. Based on the audited financial reports, TCWWD #1 has seen a loss over the last three fiscal years. This can be largely attributed to a decline in water sales that started in FY2020-21. The District may want to consider conducting a rate study in order to assess the appropriate rate levels to cover operating costs and plan for future maintenance and repairs.

The most recent financial audit for the District did not separate expenses by enterprise fund so it is unknown if water, wastewater, and irrigation expenses are increasing or decreasing from previous years. However, from the FY2022-23 audit, it can be seen that the largest expense was for plant operation contract services at \$307,345, asset depreciation at \$361,777, grant expenses at \$403,678.

Property taxes are received under the "Teeter Bill Program" which allows the District to receive 100% of levied taxes in periodic payments from the County. The County assumes responsibility for any delinquencies.

Table 7: Audited Financial Statement Summary

	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023
Revenues	\$1,133,147	\$1,133,157	\$1,118,561	\$1,110,372	\$1,372,241
Water	802,505	802,505	709,758	581,964	505,004
Wastewater	225,565	225,565	244,111	240,111	249,399
Irrigation	20,196	20,206	27,622	31,025	-
Other Operating	-	-	-	-	3,790
Taxes	32,783	32,783	27,587	-	32,728
Grants	-	-	47,575	206,646	471,455
Other General	52,098	52,098	61,908	50,626	109,865
Expenditures	\$996,266	\$996,266	\$1,220,014	\$1,190,705	\$1,458,210
Water	673,666	673,666	893,854	856,455	-
Wastewater	292,250	292,250	295,810	303,900	-
Irrigation	30,350	30,350	30,350	30,350	-
Other General	-	-	-	-	1,458,210
Net Gain/(Loss)	\$136,881	136,891	(-101,453)	(-80,333)	(-85,969)

Long Term Debt

The District has two sources of long-term debt including a Davis-Grunsky loan from DWR and a Assessment District Improvement Bond from USDA Rural Development. The Davis-Grunsky loan was obtained in 1972 to build the Ewing Dam and is set to be fully paid off in 2033. In 2024, payments on the loan are expected to total \$16,714.

In June of 1997, the District adopted Resolution of Intention No. 6-24-97C for application to receive a USDA Rural Development bond to develop a wastewater system. The original principal amount of \$1,103,750 was reduced in August 2000 by a \$500,000 Community Development Block Grant. Bond repayments are set to fully mature in 2083 with interest payable in March and September²². In FY2023-24, payments are expected to total \$78,807.

²² TCWWD #1, Improvement Bond – Hayfork Community Sewerage Project Assessment District Series 1999. Bond No. R-1. Authenticated March 9, 1999.

1.5 MUNICIPAL SERVICE REVIEW DETERMINATIONS

As set forth in Section 56430(a) of the CKH Act- In order to prepare and to update the SOI in accordance with Section 56425, the commission shall conduct a service review of the municipal services provided in the county or other appropriate area designated by the commission. The commission shall include in the area designated for a service review the county, the region, the sub-region, or any other geographic area as is appropriate for an analysis of the service or services to be reviewed, and shall prepare a written statement of its determinations with respect to each of the following:

(1) Growth and population projections for the affected area

- a) Based on the available population data for the Hayfork area, there is an estimated 2,300 people living in the area. The California Department of Finance estimates that there will be an overall decline in the population of Trinity County over the next five years. As such, the population within TCWWD #1 is anticipated to remain consistent or slightly decline over the next five to ten years.

(2) The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence

- a) The Hayfork CDP had a 2021 MHI of \$40,653 which is 43 percent of the California MHI which qualifies the area as a DUC.
- b) Water and wastewater services are sufficiently provided to the Hayfork area by TCWWD #1. Fire and emergency services are currently provided by the Hayfork Fire Protection District.

(3) Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies

- a) TCWWD #1 maintains water rights for diversion of water from Big Creek. The District is able to divert up to 14 cfs from the creek as long as there is still 15 cfs flowing through the creek for fish and downstream irrigation. Additionally, the District may divert up to a maximum of 820 acre feet per year.
- b) The District's water treatment plant is limited by the clarifier which can process 700-800 gpm. During periods of peak demand, this capacity may be exceeded which indicates the District may want to consider upgrading to the system to help meet peak demands.
- c) TCWWD #1's wastewater treatment system has sufficient capacity to meet the demands of the area. However, since the chlorine contact basin for the system was never constructed, they are unable to utilize treated water for irrigation.
- d) The District maintains limited recreation around Ewing Reservoir which allows residents and visitors to hike and fish year round.

(4) Financing ability of agencies to provide services

- a) Based on information available from the State Controller's Office, the TCWWD #1 has been operating at a loss over the last six fiscal years. This is largely due to the depreciation of assets which in FY2022-23, totaled \$355,601.
- b) According to the District's audited financial statements, they have been operating at a loss for three of the five fiscal years reviewed. The largest expenses for District include plant operation contract services and asset depreciation.

(5) Status of and opportunities for shared facilities

- a) Due to the District's location, there is limited opportunity for shared services.

(6) Accountability for community service needs, including governmental structure and operational efficiencies

- a) The District maintains a website that provides information about the District including the rate schedule, billing information, board meetings, and financial reports. The website is generally in compliance with SB929 except that there is no enterprise system catalog posted.
- b) The District holds regular board meetings that are open to the public. Meeting agendas are posted at least 72 hours in advance of the meeting.

(7) Any other matter related to effective or efficient service delivery

- a) No other matters at this time.

1.6 SPHERE OF INFLUENCE DETERMINATIONS

In order to carry out its purposes and responsibilities for planning and shaping the logical and orderly development of local governmental agencies to advantageously provide for the present and future needs of the county and its communities, the commission shall develop and determine the sphere of influence of each local agency, as defined by G.C. Section 56036, and enact policies designed to promote the logical and orderly development of areas within the sphere. In determining the sphere of influence of each local agency, the commission shall consider and prepare a written statement of its determinations with respect to the following:

(1) Present and planned land uses in the area, including agricultural and open-space lands

- a) Land uses within the District are predominantly low density residential with some industrial, public facility, commercial, and multifamily. Land uses surrounding the District are generally agricultural and residential estates.

(2) Present and probable need for public facilities and services in the area

- a) Hayfork is the second largest community in Trinity County and accounts for roughly 14 percent of the County's total population. There is a small central commercial area along Highway 3 with surrounding residential and agricultural uses. This indicates a present and probable need for continued water and wastewater services in the area.

(3) Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide

- a) TCWWD #1 currently maintains a wastewater treatment facility that has sufficient capacity to meet current and future needs for the area.
- b) TCWWD #1 has sufficient water supply to meet the current needs of District customers. However, during times of peak demand, the treatment capacity of the system may be exceeded.

(4) Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency

- a) The community of Post Mountain is located approximately 30 minutes south of Hayfork and has limited services. As such, it is likely that residents from the area frequent Hayfork for health services, educational needs, shopping, and more.

(5) For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere.

- a) Since the area qualifies as a DUC, careful consideration should be given to the provision of water, wastewater, and fire services. TCWWD #1 is able to provide sufficient water and wastewater services to the area. Hayfork Fire Protection District provides fire and emergency services to the area.
- b) LAFCo recommends increasing the SOI for the District to include four parcels adjacent to the current District boundary that are anticipated to be annexed. These include APNs 014-430-051 on Horse Tail Hill Road, 014-430-029 on Hyampom Road, and 014-180-066 and 014-180-093 on Kingsbury Road.



TRINITY LAFCO

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Arcata, California 95521

RESOLUTION NO. 2025-01

APPROVING THE MIDDLE TRINITY REGIONAL FIRE SERVICES MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE

WHEREAS, the Trinity Local Agency Formation Commission, hereinafter referred to as the “Commission”, is authorized to conduct municipal service reviews and establish, amend, and update spheres of influence for local governmental agencies whose jurisdictions are within Trinity County; and

WHEREAS, the Commission conducted a municipal service review to evaluate the availability, capacity and efficiency of services provided by the Trinity County Waterworks District #1, hereinafter referred to as the “District”, pursuant to California Government Code Section 56430; and

WHEREAS, the Commission conducted a sphere of influence review for the District pursuant to California Government Code Section 56425; and

WHEREAS, the Executive Officer gave sufficient notice of a public hearing to be conducted by the Commission in the form and manner provided by law; and

WHEREAS, the Executive Officer’s report and recommendations on the municipal service review and sphere of influence update were presented to the Commission in the form and manner prescribed by law; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a public hearing held on the municipal service review and sphere of influence update on December 17, 2024, and continued to February 18, 2025; and

WHEREAS, the Commission considered all the factors required under California Government Code Section 56430 and 56425.

NOW THEREFORE, IT IS RESOLVED, DETERMINED AND ORDERED as follows:

1. The Commission, as Lead Agency, finds the municipal service review is exempt from further review under the California Environmental Quality Act pursuant to Title 14 California Code of Regulations Section 15306. This finding is based on the use of the municipal service review as a data collection and service evaluation study. The information contained within the municipal service review may be used to consider future actions that will be subject to additional environmental review.
2. The Commission, as Lead Agency, finds the sphere of influence update is exempt from further review under the California Environmental Quality Act pursuant to Title 14 California Code of Regulations Section 15061(b)(3). This finding is based on the Commission determining with certainty the update will have no possibility of a significant effect on the environment given no new land use or municipal service authority is granted.

3. This municipal service review and sphere of influence update is assigned the following distinctive short-term designation: "Trinity County Waterworks District #1 MSR/SOI Update 2025".
4. Pursuant to Government Code Section 56430(a), the Commission makes the written statement of determinations included in the municipal service review, hereby incorporated by reference.
5. Pursuant to Government Code Section 56425(e), the Commission makes the written statement of determinations included in the sphere of influence update, hereby incorporated by reference.

BE IT FURTHER RESOLVED by the Commission that:

The Trinity County Waterworks District #1 MSR/SOI Update 2025 is hereby approved, and the sphere of influence for the District is hereby expanded to include 4 parcels (APNs 014-430-029, -051, and 014-180-066, -093) as depicted in Exhibit "A", attached hereto.

PASSED AND ADOPTED at a public hearing of the Trinity Local Agency Formation Commission on the 18th day of February 2025, by the following roll call vote:

AYES:
NOES:
ABSTAINS:
ABSENT:

ATTEST:

APPROVED:

Colette Santsche
Executive Officer

Chair



AGENDA ITEM 6.A.

MEETING: February 18, 2025
TO: Trinity LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: Proposed Horse Tail Hill Road Annexation to Trinity County Waterworks District #1

BACKGROUND

Proceedings for this annexation were initiated by the Trinity County Waterworks District #1 (TCWWD #1 or District). The proposal includes annexation of a single parcel consisting of 20.22 acres of land located outside and adjacent to the District boundary along Horse Tail Hill Road at Cedar Gulch Road. The District proposes annexation of APN 014-430-051 in order to serve an existing cannabis cultivation site that has no permanent residences on site and a reported dry well.

DISCUSSION

Reasons for the Proposal

According to the District's application, the reason for the proposed annexation is as follows:

1. To provide potable water service to a licensed cannabis farm that has 10 permitted structures and a 420-foot dry well on the property.

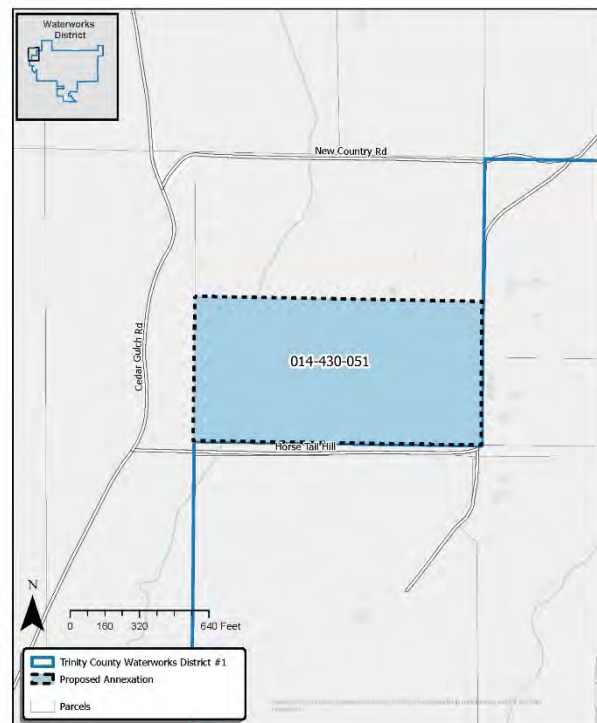
Description of Annexation Area

The proposed annexation area is located on the north side of Horse Tail Hill Road at Cedar Gulch Road and consists of a single parcel that is developed with various out buildings and greenhouses that support a cannabis farm. The western portion of the parcel along Cedar Gulch is within a FEMA Flood Zone A which indicates an area with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage.

Provision of Public Services

The proposed annexation area is currently served by an existing water line from an adjacent parcel. Upon annexation, TCWWD#1 would install a new meter on the subject property to accurately track water utilized on the parcel.

Wastewater service is currently provided by an onsite septic system and there are no existing or proposed permanent housing units for the site that would require additional service. However, if the property owner would like to apply for wastewater services from TCWWD #1 in the future, they would be able to do so.



Additional services provided to the proposed annexation area include fire protection and emergency response provided by Hayfork Fire Protection District, police services by the Trinity County Sheriff's Office, and ambulance services provided by Trinity Life Support Community Services District.

Road maintenance and drainage/stormwater services are not provided by the County. Residents along Horse Tail Hill Road and Cedar Gulch Road are responsible for maintenance and repair of the road system.

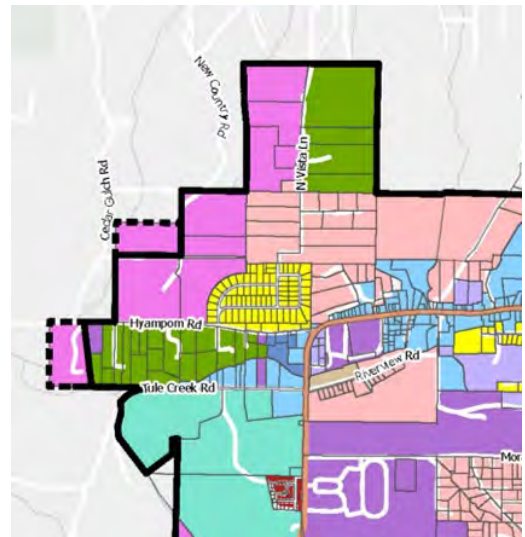
In response to LAFCo's referral to affected and interested agencies dated October 28, 2024 (see Agency Referral, Attachment B), comments were received from the Trinity County Planning Department and Department of Transportation. The Planning Department stated that there were no issues with the proposed annexation and they requested that the Trinity County Resource Conservation District be informed when annexations are finalized so that the County's online web map could be updated. The Department of Transportation provided a list of County maintained roads and clarified that only road maintenance is provided to these roads. Upon further discussion with department staff, it was clarified that the County does not provide road maintenance or stormwater services to Horse Tail Hill Road.

Land Use

Land uses within the proposed annexation area are currently subject to the Trinity County General Plan and Zoning Regulations.

- APN 014-430-051: Currently designated as Agricultural (A) under the Trinity County General Plan – Hayfork Community Plan and zoned Agricultural – Minimum 20 acres (A-20) with a Flood Hazard (FH) overlay due to its proximity to the natural drainage feature Cedar Gulch.

Surrounding land uses include primarily Agricultural with some Single Family Residential to the southeast along Circle Drive. There are no proposed changes to the current land uses and no development is proposed as part of the application.



ANALYSIS

The analysis of the proposal is organized into two sections. The first section considers the proposal relative to the factors mandated for review by the Legislature anytime LAFCos review boundary changes. The second section considers issues required by other applicable State statutes in processing boundary changes, such as environmental compliance with the California Environmental Quality Act.

Required Factors for Review

G.C. Section 56668 requires the Commission to consider 17 specific factors anytime it reviews proposals for a change of organization or reorganization involving special districts. The majority of the prescribed factors focus on the impacts of the proposed boundary changes on the service and financial capacities of the affected agencies. No single factor is determinative. The purpose in considering these factors is to help inform the Commission in its decision-making process.

A summary of key statements and conclusions generated in the review of the mandated factors for the proposal follows, with a complete analysis provided in Attachment A.

- The annexation area is considered uninhabited (less than 12 registered voters). Total assessed value of the property (land and improvements) is \$745,245.
- TCWWD #1 operates and maintains a local water system that includes Ewing Reservoir where water diverted from Big Creek is stored. The District has 599 residential connections and 99

commercial connections. The District typically sees peak water flows in summer to early fall. In 2023, peak flows occurred in July with a total demand of 15,378,400 gallons. Since the proposed annexation area is already served water from TCWWD #1 through an adjacent parcel, there will be no additional impact to water services provided by the District.

- Wastewater services for the proposed annexation area are provided by an individual on-site septic system.
- The parcel within the annexation area has an Agricultural Land Use designation and is zoned Agricultural – Minimum 20 acres. No changes to the land use is proposed and it will continue to support cannabis cultivation.

Other Considerations

- LAFCo Boundary Change Policies

Trinity LAFCo has adopted Boundary Change Policies governing common applications and LAFCo studies considered by the Commission. Specifically, staff finds that the proposal is in conformance with the Commission’s policy objectives and standards for the evaluation of proposals.

- Agency Comments

Upon receiving the application, LAFCo staff circulated a Notice of Filing (referral) to interested and subject agencies (see Attachment B). LAFCo received comments on the proposal from the Trinity County Planning Department indicating they are not opposed to the annexation. Comments were also received from the Department of Transportation stating as follows:

“In order to be considered for acceptance into the County road system, a road must be deemed to be required for the general public convenience and meet County road design and construction standards. A road of purely local interest would not qualify.”

Department staff also provided a complete list of County maintained roads which indicated that Horse Tail Hill Road is not maintained by Trinity County. It was also clarified that stormwater services are also not provided by the County. These corrections have been noted in all further correspondence.

- Property Tax Exchange

Upon annexation, the subject parcel will be assigned to Tax Rate Area (TRA) 056-005 once annexation is complete, according to the County Assessor and Auditor-Controller.

- Environmental Review

All matters that involve discretionary actions are subject to the applicable provisions of the California Environmental Quality Act (CEQA). TCWWD #1, as lead agency, has determined that the proposed annexation is categorically exempt from further review pursuant to CEQA Guidelines Section 15319(a): Annexations to a city or special district of areas containing existing public or private structures developed to the density allowed by the current zoning or pre-zoning of either the gaining or losing governmental agency whichever is more restrictive, provided, however, that the extension of utility services to the existing facilities would have the capacity to serve only the existing facilities.

- Conducting Authority Proceedings

All proposed boundary changes approved by the Commission are subject to conducting authority proceedings (i.e., a protest hearing) unless waived in accordance with criteria outlined under G.C. Section 56662. All landowners have provided their written consent and no written opposition to a waiver of protest proceedings has been received by an affected local agency. Therefore, staff recommends the Commission waive the conducting authority/protest proceedings.

RECOMMENDATION

The proposed annexation to TCWWD #1 appears appropriate relative to the factors required by statute for consideration. It is recommended the following conditions of approval be applied with delegation to the Executive Officer to determine when the requested actions have been sufficiently satisfied before proceeding with a recordation.

- Completion of the 30-day reconsideration period provided under G.C. Section 56895.
- Submittal of a final map and geographic description of the affected territory conforming to the requirements of the State Board of Equalization.
- Payment of any outstanding fees as identified in the Commission's adopted fee schedule.

Alternatives for Commission Action

Staff has identified three options for Commission consideration with respect to the proposal. These options are summarized below.

- Alternative Action One (Recommended):
Adopt the draft resolution identified as Attachment D, approving the proposal with the recommended conditions along with any desired changes as requested by the Commission.
- Alternative Action Two:
Continue consideration of the item to the next regular meeting and provide direction to staff for additional information as needed.
- Alternative Action Three:
Deny the proposal. Denial would statutorily prohibit the initiation of a similar proposal for one year unless a request for reconsideration is filed and approved within 30 days of Commission action.

Procedures for Consideration

This item has been agenzized for consideration as part of regular Commission business. The following procedures are recommended with respect to the Commission's consideration of this item:

- A. Receive verbal report from staff.
- B. Open public comment.
- C. Discuss item and – if appropriate – close public comment and consider action on recommendation:

"I move to adopt Resolution No. 25-02, approving the Horse Tail Hill Road annexation to the Trinity County Waterworks District #1, as described in the staff report, and subject to the recommended conditions".

Attachments

Attachment A: Required Factors for Review
Attachment B: LAFCo Notice of Filing (referral)
Attachment C: Agency Comments
Attachment D: Resolution 25-02

ATTACHMENT A ANALYSIS OF REQUIRED FACTORS

Government Code Section 56668 requires the Commission to consider 17 specific factors anytime it reviews proposals for a change of organization or reorganization involving special districts. The purpose in considering these factors is to help inform the Commission in its decision-making process.

1) Population and population density; land area and land use; per capita assessed valuation; topography, natural boundaries, and drainage basins; proximity to other populated areas; the likelihood of significant growth in the area, and in adjacent incorporated and unincorporated areas, during the next 10 years.

APN 014-430-051 is located along Cedar Gulch and has low to moderate slopes. The surrounding area contains open grasslands with mixed conifers and oaks. Land uses within the annexation area are subject to the Hayfork Community Plan (HCP) and the parcel is currently designated Agricultural (A) and zoned Agricultural – Minimum 20 acres (A-20) with a Flood Hazard (FH) overlay due to its proximity to the natural drainage feature Cedar Gulch. Adjacent parcels surrounding the proposed annexation area are also designated Agricultural (A). The annexation area is classified as uninhabited (less than 12 registered voters). Total assessed value of properties (land and improvements) is \$745,245. The proposed annexation has 100% landowner consent.

The Draft Hayfork Community Plan, part of the Trinity County 2050 General Plan Update, notes that the overall population of the Hayfork area decreased from 1990 to 2020 by approximately 268 people. The change from 2010 to 2020 was recorded to be 10 people, which indicates that the population has seen no significant change over the last decade.

2) The need for organized community services; the present cost and adequacy of governmental services and controls in the area; probable future needs for those services and controls; probable effect of the proposed incorporation, formation, annexation, or exclusion and of alternative courses of action on the cost and adequacy of services and controls in the area and adjacent areas.

The need for expanded community services within the affected territory includes water services only. An analysis of the availability and adequacy of services relative to projected needs of the annexation area follows.

- o Water

TCWWD #1 operates and maintains a local water system that consists of Ewing Reservoir where water diverted from Big Creek is stored, a treatment plant, two 500,000 gallon steel tanks located near the treatment plant, two 25,000 gallon tanks located on North Vista Lane, and various types of water mains including PVC, steel, and asbestos cement. An additional raw water pipeline was constructed to provide irrigation water for the fairgrounds, Hayfork High School, Hayfork Elementary School, and the cemetery. Separation of potable and non-potable water for major consumers has led to an estimated 20 percent reduction in potable water use.

TCWWD #1 has 599 residential connections and 99 commercial connections. The District typically sees peak water flows in summer to early fall. In 2023, peak flows occurred in July with a total demand of 15,378,400 gallons.

According to the District, APN 014-430-051 is served by an existing water line from a neighboring parcel. Upon annexation, TCWWD #1 would install a separate meter for APN 014-430-051 to accurately track and bill water utilized on the parcel.

- o Wastewater

Wastewater service is currently provided by an onsite septic system, with no existing or planned permanent housing units requiring additional service. However, if the property owner seeks wastewater services from TCWWD #1 in the future, they may apply for a connection.

- o Fire Protection

Fire Protection services are provided by Hayfork Fire Protection District. No change in boundaries or services is proposed.

3) *The effect of the proposed action and of alternative actions, on adjacent areas, on mutual social and economic interests, and on the local governmental structure of the county.*

The proposed annexation to the TCWWD #1 would not substantially expand District boundaries. In addition, no new water service is proposed to the parcel. The annexation would allow the District to install a separate meter to accurately track and bill water usage for the parcel. The annexation would have no perceived effect on adjacent areas, mutual social or economic interests or county government structure.

4) *The conformity of the proposal and its anticipated effects with both the adopted commission policies on providing planned, orderly, efficient patterns of urban development, and the policies and priorities set forth in G.C. Section 56377.*

The annexation does not involve significant changes to the type or level of services provided, would not convert agricultural land or open space uses, and does not propose to change land uses or land use patterns. Therefore, the proposal does not conflict with G.C. Section 56377.

5) *The effect of the proposal on maintaining the physical and economic integrity of agricultural lands, as defined by G.C. Section 56016.*

The proposed annexation would not convert agricultural land or involve the construction of or alteration to structures, grading, or other site disturbing activities on land planned for agriculture and does not propose to change land uses or land use patterns.

6) *The definiteness and certainty of the boundaries of the territory, the nonconformance of proposed boundaries with lines of assessment or ownership, the creation of islands or corridors of unincorporated territory, and other similar matters affecting the proposed boundaries.*

The annexation area is adjacent to the current jurisdictional boundary of the TCWWD #1. The proposed annexation does not create any islands or abnormalities in the District boundary. The annexation area boundaries have been drawn to follow Assessor's parcel lines.

7) *A regional transportation plan adopted pursuant to G.C. Section 65080.*

The 2024 Trinity County Regional Transportation Improvement Program (RTIP) was adopted in December 2023 by the Trinity County Transportation Commission. It is the implementation document that corresponds with the 2022 Trinity County Regional Transportation Plan that was adopted in February 2023. No specific projects are included in the RTP involving the affected territory.

8) *Consistency with city or county general and specific plans.*

Land uses within the annexation area are subject to the Hayfork Community Plan (HCP), in addition to the Trinity County General Plan and Zoning Ordinance. The 2050 General Plan includes Policy LU 2.1 – Rural Character which states:

Support the county rural character, which is predominantly a visual landscape of open spaces, mountains, forests, and farms, by ensuring that new development occurring in rural communities is in character with those communities and consistent with the community plan if one is applicable.

The proposed annexation is consistent with this policy in that it supports existing agricultural uses and no further development of the area is proposed. Only the existing cannabis cultivation site will be served by water from TCWWD #1. The parcel maintains an onsite septic system and is not proposed to be sewerred at this time.

The HCP does not include any policies or implementation programs that are applicable to the proposed annexation.

9) *The sphere of influence of any local agency which may be applicable to the proposal being reviewed.*

The proposed annexation is within the proposed sphere of influence for TCWWD #1 as described in the recent MSR/SOI Update. Therefore, the annexation is consistent with the planned future service area of TCWWD #1, as determined by the Commission.

10) *The comments of any affected local agency or other public agency.*

Upon receiving the application, LAFCo staff circulated a Notice of Filing (referral) to interested and subject agencies (see [Attachment B](#)). LAFCo received comments on the proposal from the Trinity County Planning Department indicating they are not opposed

to the annexation. Comments were also received from the Department of Transportation stating as follows:

"In order to be considered for acceptance into the County road system, a road must be deemed to be required for the general public convenience and meet County road design and construction standards. A road of purely local interest would not qualify."

Department staff also provided a complete list of County maintained roads which indicated that Horse Tail Hill Road is not maintained by Trinity County. It was also clarified that stormwater services are also not provided by the County. These corrections have been noted in all further correspondence.

11) *The ability of the newly formed or receiving entity to provide the services which are the subject of the application to the area, including the sufficiency of revenues for those services following the proposed boundary change.*

TCWWD #1 would include the subject territory into its water service area. The District would rely on connection fees and service fees to fund District services. According to the District's FY2022-23 Audit, they recorded \$1,372,241 in revenues and \$1,485,210 in expenses resulting in a deficit of (-\$85,969). This is largely due to asset depreciation which totaled \$361,777.

12) *Timely availability of water supplies adequate for projected needs as specified in G.C. Section 65352.5.*

APN 014-430-051 is currently served by a waterline from an adjacent parcel that maintains a connection with TCWWD #1. Upon annexation, the District would install a separate meter which allow the District to accurately track and bill for water that is served to the property. No improvements or upgrading of TCWWD #1 infrastructure will be needed. The will be available immediately following the annexation process.

13) *The extent to which the proposal will affect a city or cities and the county in achieving their respective fair shares of the regional housing needs as determined by the appropriate council of governments consistent with Article 10.6 (commencing with Section 65580) of Chapter 3 of Division 1 of Title 7.*

The proposal would not impact any local agencies in accommodating their regional housing needs.

14) *Any information or comments from the landowner or owners, voters, or residents of the affected territory.*

TCWWD #1 has received 100% landowner consent for the proposed annexation. No other comments have been received by surrounding landowners, voters, or residents.

15) *Any information relating to existing land use designations.*

Land uses within the annexation area are subject to the Hayfork Community Plan (HCP) and the parcel is currently designated Agricultural (A) and zoned Agricultural – Minimum 20 acres (A-20) with a Flood Hazard (FH) overlay due to its proximity to the natural drainage feature Cedar Gulch. Adjacent parcels surrounding the proposed annexation area are also designated Agricultural (A). There are no plans for land use or zoning changes associated with the annexation.

16) The extent to which the proposal will promote environmental justice. As used in this subdivision, "environmental justice" means the fair treatment of people of all races, cultures, and incomes with respect to the local of public facilities and the provision of public services.

The proposal would not result in inconsistencies with environmental justice safeguards. The proposed annexation is intended to clearly define service responsibilities for the benefit of neighboring service providers, land use officials, and the public. No disadvantaged communities will be adversely affected by the proposed annexation.

17) In the case of district annexation, whether the proposed annexation will be for the interest of landowners or present or future inhabitants within the district and within the territory proposed to be annexed to the district.

TCWWD #1 currently provides water service to the parcel by way of a water extension from a neighboring parcel. The proposed annexation would formalize the water service and allow the District to install a separate water meter. The water service will continue to support a licensed cannabis cultivation site which is consistent with the Agricultural Land Use designation for the parcel. The proposed annexation would establish district boundaries that clearly define service responsibilities for the benefit of neighboring service providers, land use authorities, and the public.



DATE: October 28, 2024

TO: Trinity County Department of Transportation
Trinity County Planning Department
Trinity County Administrative Office
Trinity County Assessor's Office
Trinity County Auditor-Controller's Office
Trinity County Elections Office
Trinity County Environmental Health
Hayfork Fire Protection District
Mountain Valley Unified School District
Shasta Tehema Trinity Community College District
Mountain Communities Healthcare District
Hayfork Lighting Maintenance District (c/o TPUD)
Greater Hayfork Valley Park and Recreation District

Cc: Shane McDonald, General Manager, Trinity County Waterworks #1
Brandy Perrone, Officer Manager/Clerk, Trinity County Waterworks #1

FROM: Colette Santsche, LAFCo Executive Officer
Krystle Heaney, LAFCo Clerk/ Analyst

SUBJECT: APPLICATION RECEIVED – TRINITY COUNTY WATERWORKS DISTRICT #1
HORSE TAIL HILL ROAD ANNEXATION

APPLICATION INFORMATION

Project: Proposed Horse Tail Hill Road Annexation to the Trinity County Waterworks District #1
Location: Horse Tail Hill Road at Cedar Gulch Road – see Exhibit A
APNs: 014-430-051-000
Notice: The above referenced proposal has been submitted to LAFCo and this notice of filing is being issued in accordance with Government Code Section 56658(b)(1). If you wish to receive a copy of the application and supporting documents, please contact LAFCo staff at krystleh@trinitylafco.org. We request agency comments, requested conditions, or recommendations by **November 18th, 2024**.

Proposal Overview

LAFCo has received a proposal submitted by resolution of application from the Trinity County Waterworks #1 (TCWW #1 or District) for annexation of one parcel consisting of 20.22 acres of land located adjacent to the District boundary and outside of its current Sphere of Influence (SOI). The proposed annexation will expand the SOI and extend the District boundary to cover this single parcel located along Horse Tail Hill Road at Cedar Gulch Road.

Reasons for Proposal

The TCWW #1 has provided the following justification for the proposed annexation:

1. To provide potable water service to a licensed cannabis farm that has 10 permitted structures that has a 420-foot dry well on the property.

Description of Annexation Areas

The proposed annexation area is located on the north side of Horse Tail Hill Road at Cedar Gulch Road and consists of a single parcel that is developed with various out buildings and greenhouses that support a cannabis farm. The parcel is currently designated as Agricultural (A) under the Trinity County General Plan – Hayfork Community Plan and zoned Agricultural – Minimum 20 acres (A-20) with a Flood Hazard (FH) overlay due to its proximity to the natural drainage feature Cedar Gulch.

Provision of Public Services

The proposed annexation area is currently served by an existing water line from an adjacent parcel. Upon annexation, TCWW#1 would install a new meter on the subject property to accurately track water utilized on the parcel.

Wastewater service is currently provided by an onsite septic system and fire services are provided by the Hayfork Fire Protection District. No changes to these services are proposed as part of this annexation application. However, if the property owner would like to apply for wastewater services in the future, they would be able to do so. Additional services provided to the annexation area include police services by the Trinity County Sheriff's Office, road maintenance and drainage/stormwater provided by the Trinity County Public Works, and ambulance services provided by Trinity Life Support Community Services District.

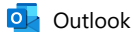
Property Tax Exchange Agreement

Section 99.01 and 99(b) of the California Revenue and Taxation Code provides that prior to the effective date of any jurisdictional change, the affected agencies of such change shall negotiate the amount of property tax revenues to be exchanged. LAFCo will give notice of the filing to the assessor and auditor specifying each local agency whose service area or responsibility will be altered by the jurisdictional change.

Environmental Review

All matters that involve discretionary action are subject to the applicable provisions of the California Environmental Quality Act (CEQA). TCWW #1 has determined that the proposed annexation is categorically exempt pursuant to section 15319(a): Annexations to a city or special district of areas containing existing public or private structures developed to the density allowed by the current zoning or pre-zoning of either the gaining or losing governmental agency whichever is more restrictive, provided, however, that the extension of utility services to the existing facilities would have the capacity to serve only the existing facilities.

The application described above is pending LAFCo review. Please review and respond with any comments, requested conditions, or recommendations by November 18, 2024. If you have any questions or wish to request a copy of the application, please contact LAFCo at (707) 825-8260 or colette@trinitylafco.org.



RE: LAFCo - Notice of Filing - Trinity County Waterworks District #1

From Panos Kokkas
Date Wed 11/27/2024 3:41 PM
To krystle; brandy; colette; shane
Cc Trent Tuthill; Tim Saxon; Liam Gogan

Hello Krystle,

It was also nice to talk to you earlier today. Please use the list of county maintained roads I provided for clarification. If you have any questions please let me know along with the department wide email: [tc dot <tc.dot@trinitycounty.org>](mailto:tc.dot@trinitycounty.org)

Have a great holiday,
Panos

From: krystle
Sent: Wednesday, November 27, 2024 3:23 PM
To: Panos Kokkas; brandy; colette; shane
Cc: Trent Tuthill ; Tim Saxon; Liam Gogan
Subject: Re: LAFCo - Notice of Filing - Trinity County Waterworks District #1

Hello Panos,

Thank you for your call today. As we discussed, in future correspondence, staff reports, and other documents concerning these two annexations to TCWW #1, we will clarify the following:

- Trinity County provides only road maintenance services for Hyampom Road within the road right of way.
- Trinity County does not provide road maintenance or other services for Horse Tail Hill Road.

Thank you again and have a great holiday weekend!

Best,
Krystle

From: Panos Kokkas
Sent: Friday, November 1, 2024 1:46 PM
To: Krystle

Cc: Trent Tuthill; Tim Saxon; Liam Gogan
Subject: FW: LAFCo - Notice of Filing - Trinity County Waterworks District #1

Please note that:

"In order to be considered for acceptance into the County road system, a road must be deemed to be required for the general public convenience and meet County road design and construction standards. A road of purely local interest would not qualify."

The "Provision of Public Services" in your document erroneously states: "... road maintenance and drainage/stormwater provided by the Trinity County Public Works, ..."

The above statements in italics and quotation marks (highlighted in yellow) in both documents are wrong, please revise them to not give the impression that the referenced private roads will be maintained by Trinity County.

If you have any questions please let me know.

Thank you,

Panos Kokkas, P. E.
Director
Trinity County Department of Transportation
2023/24 CEAC President
Ph. 530-623-1365

County Engineer – Road Commissioner – Executive Secretary (Transportation Commission)



From: Trent Tuthill
Sent: Tuesday, October 29, 2024 5:27 PM
To: Panos Kokkas; Tim Saxon
Subject: FW: LAFCo - Notice of Filing - Trinity County Waterworks District #1

Under the provision of public services section there is mention of both SO and road maintenance. Are there concerns with this proposed annexation from SO or DoT and/or will comments be submitted?

Thanks
Trent

From: Krystle Heaney
Sent: Monday, October 28, 2024 4:36 PM
Cc: brandy; shane; colette
Subject: LAFCo - Notice of Filing - Trinity County Waterworks District #1

Good Afternoon,

The Trinity Local Agency Formation Commission (LAFCo) has received two applications from the Trinity County Waterworks District #1 for annexation of two separate parcels into their jurisdictional boundary. Attached please find the Notice of Filing for each annexation application.

If you have any questions, feel free to reach out to me or our Executive Officer, Colette Santsche.

Thank you,
Krystle Heaney, AICP
Clerk/ Analyst
Trinity LAFCo
o: (707) 825-8260

RE: LAFCo - Notice of Filing - Trinity County Waterworks District #1 Annexations

From Bella Hedtke
Date Wed 12/4/2024 9:37 AM
To Krystle Heaney; info.planning
Cc Colette Santsche; Edward O. Prestley

Good morning Krystle,

Thank you for your voicemail. I figured it would be more helpful to email you back for the record than call. Planning Division has no issues with annexing either parcels, but please make sure either LAFCo or the Water District informs us or the Trinity County Resource Conservation District (this is the entity responsible for GIS data in Trinity County) when the change is final so we can update GIS and Parcel Viewer records. This request stands for any changes to district boundaries, it's important that this is a key step in the process so other agencies/departments and the public is aware of these changes through Parcel Viewer, which receives approx. 4 millions views a year.

Contacts for RCD:
Kelly Sheen, District Manager
Crystal Hodges, GIS Technician

Thank you,

Bella Hedtke
Senior Planner | Planning Division
Trinity County Community Development Department
Cell: (530) 739-8811 | Office: (530) 623-1351 ex. 2821
530 Main St., P.O. Box 2819, Weaverville, CA 96093
[Trinity County Planning Division Webpage](#)

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From: krystle@trinitylafco.org
Sent: Thursday, November 21, 2024 3:18 PM
To: info.planning; Bella Hedtke **Cc:** Colette Santsche
Subject: LAFCo - Notice of Filing - Trinity County Waterworks District #1 Annexations

Good Afternoon,

The Trinity Local Agency Formation Commission (LAFCo) has received two applications from the Trinity County Waterworks District #1 for annexation of two separate parcels into their jurisdictional boundary. Attached please find the Notice of Filing for each annexation application.

This notice was previously circulated to various county departments and agencies in the Hayfork area. Unfortunately it looks like I had the wrong email on file for the Planning Department so I apologize for the delay in getting this to you.

We did receive one comment back so far letting us know that the roads in the affected areas are not the responsibility of the County. We are double-checking this and will be clarifying it for future communications and staff reports.

If you have any questions, feel free to reach out to me or our Executive Officer, Colette Santsche.

Thank you,
Krystle Heaney
Clerk/Analyst
Trinity LAFCo



TRINITY LAFCO

www.trinitylafco.org
670 9th Street, Suite 202
Arcata, California 95521

RESOLUTION NO. 2025-02

APPROVING THE HORSE TAIL HILL ROAD ANNEXATION TO THE TRINITY COUNTY WATERWORKS DISTRICT #1

WHEREAS, the Trinity Local Agency Formation Commission, hereinafter referred to as the “Commission”, is responsible for regulating boundary changes affecting cities and special district pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

WHEREAS, the Trinity County Waterworks District #1, hereinafter referred to as “TCWWD #1” or “District”, filed an application with the Commission by resolution; and

WHEREAS, the proposal seeks Commission approval for annexation of one parcel (APN 014-430-051) totaling approximately 22 acres of unincorporated territory located adjacent to the District boundary along Horse Tail Hill Road at Cedar Gulch Road (Exhibit A); and

WHEREAS, the proposed annexation is located within the sphere of influence for the District as amended by Resolution No. 25-01; and

WHEREAS, the subject territory is uninhabited as defined in Government Code Section 56046; and

WHEREAS, all property owners have signed letters consenting to annexation and consenting to waiver of notice and hearing and to waiver of protest proceedings; and

WHEREAS, the Executive Officer’s report and recommendations on the proposal were presented to the Commission in the manner provided by law; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a regularly scheduled Commission meeting on February 18, 2025; and

WHEREAS, the Commission considered all the factors required by law under Government Code Section 56668 and adopted local policies and procedures.

NOW THEREFORE, IT IS RESOLVED, DETERMINED AND ORDERED as follows:

1. The Commission’s determinations on the proposal incorporate the information and analysis provided in the Executive Officer’s written report.
2. The Commission, as Responsible Agency, hereby determines that the proposal is categorically exempt from further review pursuant to CEQA Guidelines Section 15319(a): Annexations to a city or special district of areas containing existing public or private structures developed to the density allowed by the current zoning or pre-zoning of either the gaining or losing governmental agency whichever is more restrictive, provided,

however, that the extension of utility services to the existing facilities would have the capacity to serve only the existing facilities.

3. The Commission waives conducting authority (protest) proceedings in accordance with Government Code Section 56662 given the affected territory is uninhabited, all landowners have provided their written consent, and no written opposition to a waiver of protest proceedings has been received by an affected local agency.
4. The Commission approves the proposal, contingent upon the satisfaction of following terms and conditions as determined by the Executive Officer:
 - a) Completion of the 30-day reconsideration period provided under G.C. Section 56895.
 - b) Submittal of a final map and geographic description of the affected territory conforming to the requirements of the State Board of Equalization
 - c) Payment of any outstanding fees as identified in the Commission's adopted fee schedule.
5. The proposal is assigned the following distinctive short-term designation:

TCWWD #1 Horse Tail Hill Road Annexation, 2025-02
6. Annexation would establish district boundaries that align with property boundaries and service areas.
7. The effective date shall be the date of recordation of the Certificate of Completion. The Certificate of Completion must be filed within one calendar year from the date of approval unless a time extension is approved by the Commission.
8. Upon effective date of the proposal, the affected territory will be subject to all previously authorized charges and fees that were lawfully enacted by the District for the provision of water services. The affected territory will also be subject to all of the rates, rules, regulations, and ordinances of the District.

PASSED AND ADOPTED at a public hearing of the Trinity Local Agency Formation Commission on the 18th day of February 2025, by the following roll call vote:

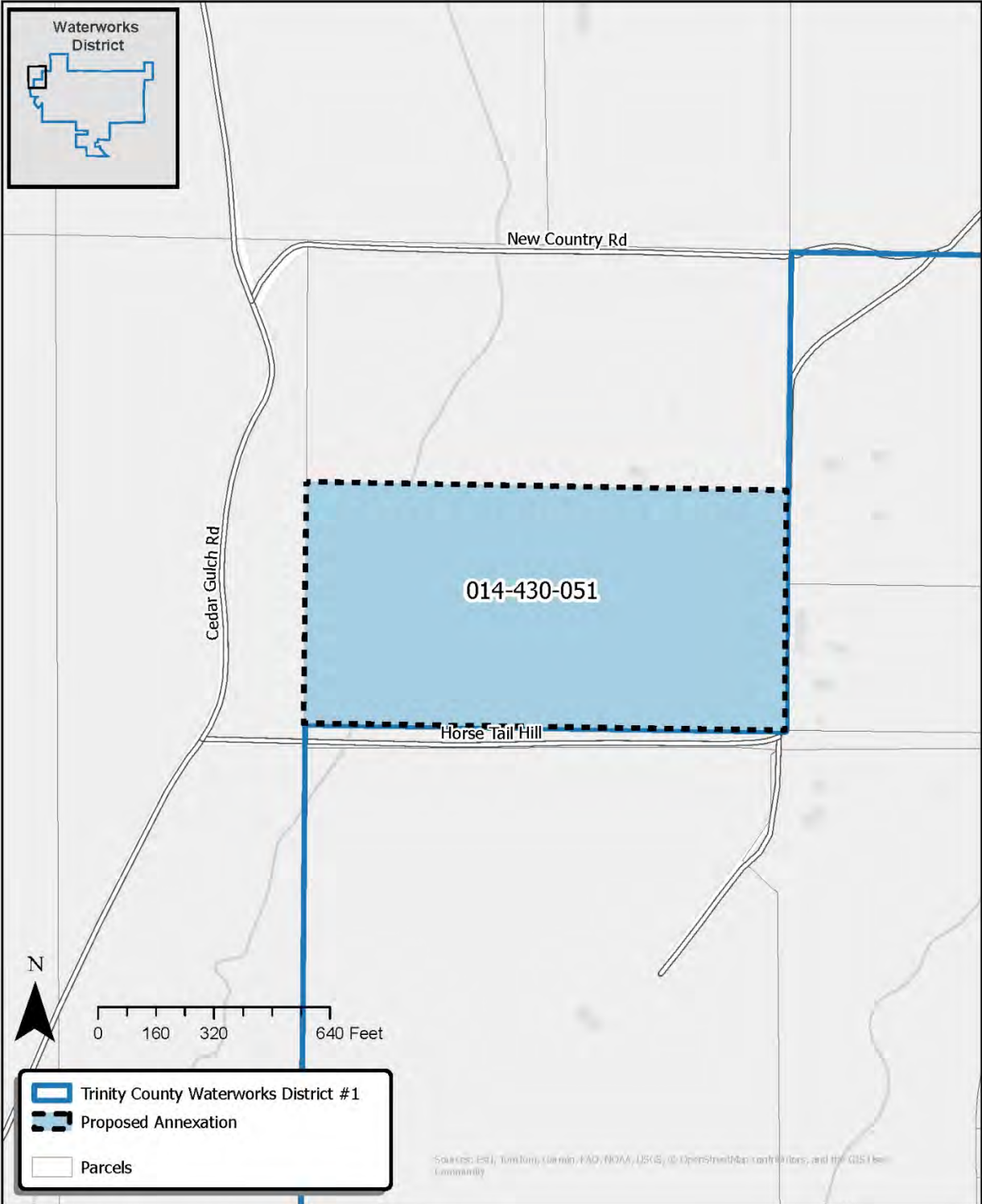
AYES:
NOES:
ABSTAINS:
ABSENT:

ATTEST:

APPROVED:

Colette Santsche
Executive Officer

Chair



**Trinity County Waterworks District #1
Proposed Horse Tail Hill Road Annexation**

Map Date: 1/27/2024

Sources: Boundaries: Road, Parcel: Trinity County GIS.



AGENDA ITEM 6.B.

MEETING: February 18, 2025
TO: Trinity LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: Proposed Hyampom Road II Annexation to Trinity County Waterworks District #1

BACKGROUND

Proceedings for this annexation were initiated by the Trinity County Waterworks District #1 (TCWWD #1 or District). The proposal includes annexation of a single parcel consisting of 23.86 acres of land located outside and adjacent to the District boundary along Hyampom Road at Cedar Gulch Road. The District proposes annexation of APN 014-430-029 in order to serve an existing residence and associated outbuildings.

DISCUSSION

Reasons for the Proposal

According to the District's application, the reason for the proposed annexation is as follows:

1. To provide potable water service to an existing residence that has a documented failing well that can no longer provide adequate service to the property.

Description of Annexation Area

The proposed annexation area is located on the south side of Hyampom Road at Cedar Gulch Road and consists of a single parcel that is developed with a single-family residence and various outbuildings. The majority of the parcel along Cedar Gulch and Hayfork Creek is within a FEMA Flood Zone A which indicates an area with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage.

Provision of Public Services

The proposed annexation area is currently served by an onsite well that is reportedly failing. Upon annexation, TCWWD#1 would extend an existing water main along Hyampom Road approximately 260 feet to the edge of the proposed annexation parcel and install a 3/4 inch water meter that would service the property.

Wastewater service is currently provided by an onsite septic system. At this time, wastewater service is not being proposed for the property. However, if the property owner seeks wastewater services from TCWWD #1 in the future, they may be able to apply for a connection.



Additional services provided to the proposed annexation area include fire protection and emergency response provided by Hayfork Fire Protection District, law enforcement services by the Trinity County Sheriff's Office, and ambulance services provided by Trinity Life Support Community Services District. Road maintenance is provided by Trinity County within the road right-of-way only.

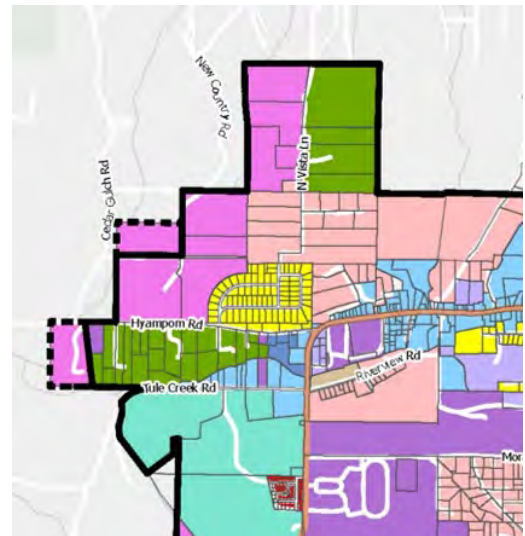
In response to LAFCo's referral to affected and interested agencies dated October 28, 2024 (see Agency Referral, Attachment B), comments were received from the Trinity County Planning Department and Department of Transportation. The Planning Department stated that there were no issues with the proposed annexation and they requested that the Trinity County Resource Conservation District be informed when annexations are finalized so that the County's online web map could be updated. The Department of Transportation provided a list of County maintained roads and clarified that only road maintenance is provided to these roads, which includes Hyampom Road. However, the County does not provide stormwater services except for necessary drainage within the road right-of-way.

Land Use

Land uses within the proposed annexation area are currently subject to the Trinity County General Plan and Zoning Regulations.

- APN 014-430-029: Currently designated as Agricultural (A) under the Trinity County General Plan – Hayfork Community Plan and zoned Agricultural – Minimum 10 acres (A-10) with a Flood Hazard (FH) overlay due to its proximity to the natural drainage feature Cedar Gulch.

Surrounding land uses to the south, west, and north are primarily Agricultural (A). Land uses to the east include Public Facility (PF) and Rural Residential Low Density (RR-L).



ANALYSIS

The analysis of the proposal is organized into two sections. The first section considers the proposal relative to the factors mandated for review by the Legislature anytime LAFCo reviews boundary changes. The second section considers issues required by other applicable State statutes in processing boundary changes, such as environmental compliance with the California Environmental Quality Act.

Required Factors for Review

G.C. Section 56668 requires the Commission to consider 17 specific factors anytime it reviews proposals for a change of organization or reorganization involving special districts. The majority of the prescribed factors focus on the impacts of the proposed boundary changes on the service and financial capacities of the affected agencies. No single factor is determinative. The purpose in considering these factors is to help inform the Commission in its decision-making process.

A summary of key statements and conclusions generated in the review of the mandated factors for the proposal follows, with a complete analysis provided in Attachment A.

- The annexation area is considered uninhabited (less than 12 registered voters). Total assessed value of the property (land and improvements) is \$590,737.
- TCWWD #1 operates and maintains a local water system that includes Ewing Reservoir where water diverted from Big Creek is stored. The District has 599 residential connections and 99 commercial connections. The District typically sees peak water flows in summer to early fall. In 2023, peak flows occurred in July with a total demand of 15,378,400 gallons. The proposed annexation would provide water to a single resident and several outbuildings. As such, it is not anticipated that the annexation would significantly impact water services provided by the District.

- Wastewater services for the proposed annexation area is provided by an individual on-site septic system.
- The parcel within the annexation area has an Agricultural Land Use designation and is zoned Agricultural – Minimum 10 acres. No changes to the land use are proposed.

Other Considerations

- LAFCo Boundary Change Policies

Trinity LAFCo has adopted Boundary Change Policies governing common applications and LAFCo studies considered by the Commission. Specifically, staff finds that the proposal is in conformance with the Commission’s policy objectives and standards for the evaluation of proposals.

- Agency Comments

Upon receiving the application, LAFCo staff circulated a Notice of Filing (referral) to interested and subject agencies (see Attachment B). LAFCo received comments on the proposal from the Trinity County Panning Department indicating they are not opposed to the annexation. Comments were also received from the Department of Transportation stating as follows:

“In order to be considered for acceptance into the County road system, a road must be deemed to be required for the general public convenience and meet County road design and construction standards. A road of purely local interest would not qualify.”

Department staff also provided a complete list of County maintained roads which indicated that Hyampom Road is maintained by the County within the road right-of-way only. It was also clarified that stormwater services are not provided by the County except for road drainage within the road right-of-way. These corrections have been noted in all further correspondence.

- Property Tax Exchange

Upon annexation, the subject parcel will be assigned to Tax Rate Area (TRA) 056-005 once annexation is complete, according to the County Assessor and Auditor-Controller.

- Environmental Review

All matters that involve discretionary actions are subject to the applicable provisions of the California Environmental Quality Act (CEQA). TCWWD #1, as lead agency, has determined that the proposed annexation is categorically exempt from further review pursuant to CEQA Guidelines Section 15319(a): Annexations to a city or special district of areas containing existing public or private structures developed to the density allowed by the current zoning or pre-zoning of either the gaining or losing governmental agency whichever is more restrictive, provided, however, that the extension of utility services to the existing facilities would have the capacity to serve only the existing facilities.

- Conducting Authority Proceedings

All proposed boundary changes approved by the Commission are subject to conducting authority proceedings (i.e., a protest hearing) unless waived in accordance with criteria outlined under G.C. Section 56662. All landowners have provided their written consent and no written opposition to a waiver of protest proceedings has been received by an affected local agency. Therefore, staff recommends the Commission waive the conducting authority/protest proceedings.

RECOMMENDATION

The proposed annexation to TCWWD #1 appears appropriate relative to the factors required by statute for consideration. It is recommended the following conditions of approval be applied with delegation to the Executive Officer to determine when the requested actions have been sufficiently satisfied before proceeding with a recordation.

- Completion of the 30-day reconsideration period provided under G.C. Section 56895.

- Submittal of a final map and geographic description of the affected territory conforming to the requirements of the State Board of Equalization.
- Payment of any outstanding fees as identified in the Commission’s adopted fee schedule.

Alternatives for Commission Action

Staff has identified three options for Commission consideration with respect to the proposal. These options are summarized below.

- Alternative Action One (Recommended):
Adopt the draft resolution identified as Attachment D, approving the proposal with the recommended conditions along with any desired changes as requested by the Commission.
- Alternative Action Two:
Continue consideration of the item to the next regular meeting and provide direction to staff for additional information as needed.
- Alternative Action Three:
Deny the proposal. Denial would statutorily prohibit the initiation of a similar proposal for one year unless a request for reconsideration is filed and approved within 30 days of Commission action.

Procedures for Consideration

This item has been agenzized for consideration as part of regular Commission business. The following procedures are recommended with respect to the Commission’s consideration of this item:

- A. Receive verbal report from staff.
- B. Open public comment.
- C. Discuss item and – if appropriate – close public comment and consider action on recommendation:

“I move to adopt Resolution No. 25-03, approving the Hyampom Road II annexation to the Trinity County Waterworks District #1, as described in the staff report, and subject to the recommended conditions”.

Attachments

- Attachment A: Required Factors for Review
- Attachment B: LAFCo Notice of Filing (referral)
- Attachment C: Agency Comments
- Attachment D: Resolution 25-03

ATTACHMENT A ANALYSIS OF REQUIRED FACTORS

Government Code Section 56668 requires the Commission to consider 17 specific factors anytime it reviews proposals for a change of organization or reorganization involving special districts. The purpose in considering these factors is to help inform the Commission in its decision-making process.

1) *Population and population density; land area and land use; per capita assessed valuation; topography, natural boundaries, and drainage basins; proximity to other populated areas; the likelihood of significant growth in the area, and in adjacent incorporated and unincorporated areas, during the next 10 years.*

APN 014-430-029 is located along Hayfork Creek and Hyampom Road just west of central Hayfork. The terrain is noted by gentle slopes leading down to Hayfork Creek and Cedar Gulch, a natural drainage feature, runs through a portion of the property. Land uses within the annexation area are subject to the Hayfork Community Plan (HCP) and the parcel is currently designated Agricultural (A) and zoned Agricultural – Minimum 10 acres (A-10) with a Flood Hazard (FH) overlay due to its proximity to Cedar Gulch. Surrounding land uses to the south, west, and north are primarily Agricultural (A). Land uses to the east include Public Facility (PF), and Rural Residential Low Density (RR-L). The annexation area is classified as uninhabited (less than 12 registered voters). Total assessed value of properties (land and improvements) is \$590,737. The proposed annexation has 100% landowner consent.

The Draft Hayfork Community Plan, part of the Trinity County 2050 General Plan Update, notes that the overall population of the Hayfork area decreased from 1990 to 2020 by approximately 268 people. The change from 2010 to 2020 was recorded to be 10 people, which indicates that the population has seen no significant change over the last decade.

2) *The need for organized community services; the present cost and adequacy of governmental services and controls in the area; probable future needs for those services and controls; probable effect of the proposed incorporation, formation, annexation, or exclusion and of alternative courses of action on the cost and adequacy of services and controls in the area and adjacent areas.*

The need for expanded community services within the affected territory includes water services only. An analysis of the availability and adequacy of services relative to projected needs of the annexation area follows.

- o Water

TCWWD #1 operates and maintains a local water system that consists of Ewing Reservoir where water diverted from Big Creek is stored, a treatment plant, two 500,000 gallon steel tanks located near the treatment plant, two 25,000 gallon tanks located on North Vista Lane, and various types of water mains including PVC, steel, and asbestos cement. An additional raw water pipeline was constructed to provide irrigation water for the

fairgrounds, Hayfork High School, Hayfork Elementary School, and the cemetery. Separation of potable and non-potable water for major consumers has led to an estimated 20 percent reduction in potable water use.

TCWWD #1 has 599 residential connections and 99 commercial connections. The District typically sees peak water flows in summer to early fall. In 2023, peak flows occurred in July with a total demand of 15,378,400 gallons.

The proposed annexation would provide water to one parcel (APN 014-430-029) for a single residence and several outbuildings. As such, it is not anticipated that the annexation would significantly impact water services provided by the District. Upon annexation, TCWWD#1 would extend an existing water main along Hyampom Road approximately 260 feet to the edge of the proposed annexation parcel and install a 3/4 inch water meter that would service the property.

- o Wastewater

Wastewater service is currently provided by an onsite septic system and no connection to sewer service is proposed. However, if the property owner seeks wastewater services from TCWWD #1 in the future, they may apply for a connection.

- o Fire Protection

Fire Protection services are provided by Hayfork Fire Protection District. No change boundaries or services is proposed.

3) *The effect of the proposed action and of alternative actions, on adjacent areas, on mutual social and economic interests, and on the local governmental structure of the county.*

The proposed annexation to the TCWWD #1 will not substantially expand District boundaries or require substantial infrastructure upgrades. The annexation would have no perceived effect on adjacent areas, mutual social or economic interests or county government structure.

4) *The conformity of the proposal and its anticipated effects with both the adopted commission policies on providing planned, orderly, efficient patterns of urban development, and the policies and priorities set forth in G.C. Section 56377.*

The annexation does not involve significant changes to the type or level of services provided, would not convert agricultural land or open space uses, and does not propose to change land uses or land use patterns. Therefore, the proposal does not conflict with G.C. Section 56377.

5) *The effect of the proposal on maintaining the physical and economic integrity of agricultural lands, as defined by G.C. Section 56016.*

The proposed annexation would not convert agricultural land or involve the construction of or alteration to structures, grading, or other site disturbing activities on land planned for agriculture and does not propose to change land uses or land use patterns.

6) *The definiteness and certainty of the boundaries of the territory, the nonconformance of proposed boundaries with lines of assessment or ownership, the creation of islands or corridors of unincorporated territory, and other similar matters affecting the proposed boundaries.*

The annexation area is adjacent to the current jurisdictional boundary of TCWWD #1. The proposed annexation does not create any islands or abnormalities in the District boundary. The annexation area boundaries have been drawn to follow Assessor's parcel lines.

7) *A regional transportation plan adopted pursuant to G.C. Section 65080.*

The 2024 Regional Transportation Improvement Program (RTIP) for Trinity County was adopted in December 2023 by the Trinity County Transportation Commission. It is the implementation document that corresponds with the 2022 Trinity County Regional Transportation Plan that was adopted in February 2023. While Hyampom Road is mentioned in the document for various projects, no specific projects are included involving the affected territory.

8) *Consistency with city or county general and specific plans.*

Land uses within the annexation area are subject to the Hayfork Community Plan (HCP), in addition to the Trinity County General Plan and Zoning Ordinance. The HCP does not include any policies or implementation programs that are applicable to the proposed annexation.

9) *The sphere of influence of any local agency which may be applicable to the proposal being reviewed.*

The proposed annexation is within the proposed sphere of influence for TCWWD #1 as described in the recent MSR/SOI Update. Therefore, the annexation is consistent with the planned future service area of TCWWD #1, as determined by the Commission.

10) *The comments of any affected local agency or other public agency.*

Upon receiving the application, LAFCo staff circulated a Notice of Filing (referral) to interested and subject agencies (see [Attachment B](#)). LAFCo received comments on the proposal from the Trinity County Planning Department indicating they are not opposed to the annexation. Comments were also received from the Department of Transportation stating as follows:

"In order to be considered for acceptance into the County road system, a road must be deemed to be required for the general public convenience

and meet County road design and construction standards. A road of purely local interest would not qualify.”

Department staff also provided a complete list of County maintained roads which indicated that Hyampom Road is maintained by Trinity County. It was also clarified that stormwater services are not provided by the County and that only road drainage within the road right of way is provided by the County. These corrections have been noted in all further correspondence.

11) The ability of the newly formed or receiving entity to provide the services which are the subject of the application to the area, including the sufficiency of revenues for those services following the proposed boundary change.

TCWWD #1 would include the subject territory into its water service area. The District would rely on connection fees and service fees to fund District services. According to the District’s FY2022-23 Audit, they recorded \$1,372,241 in revenues and \$1,485,210 in expenses resulting in a deficit of (-\$85,969). This is largely due to asset depreciation which totaled \$361,777.

12) Timely availability of water supplies adequate for projected needs as specified in G.C. Section 65352.5.

APN 014-430-029 is adjacent to the District boundary and in close proximity to an existing water main. Upon annexation, TCWWD #1 would extend the water main along Hyampom Road approximately 260 feet to the edge of the proposed annexation parcel and install a 3/4 inch water meter that would service the property. The connection will be available immediately following the annexation process.

13) The extent to which the proposal will affect a city or cities and the county in achieving their respective fair shares of the regional housing needs as determined by the appropriate council of governments consistent with Article 10.6 (commencing with Section 65580) of Chapter 3 of Division 1 of Title 7.

The proposal would not impact any local agencies in accommodating their regional housing needs.

14) Any information or comments from the landowner or owners, voters, or residents of the affected territory.

TCWWD #1 has received 100% landowner consent for the proposed annexation. No other comments have been received by surrounding landowners, voters, or residents.

15) Any information relating to existing land use designations.

Land uses within the annexation area are subject to the Hayfork Community Plan (HCP) and the parcel is currently designated Agricultural (A) and zoned Agricultural – Minimum 10 acres (A-10) with a Flood Hazard (FH) overlay due to its proximity to the natural drainage feature Cedar Gulch. Surrounding land uses to the south, west, and north are

primarily Agricultural (A). Land uses to the east include Public Facility (PF), and Rural Residential Low Density (RR-L). There are no plans for land use or zoning changes associated with the annexation.

16) The extent to which the proposal will promote environmental justice. As used in this subdivision, "environmental justice" means the fair treatment of people of all races, cultures, and incomes with respect to the local of public facilities and the provision of public services.

The proposal would not result in inconsistencies with environmental justice safeguards. The proposed annexation is intended to clearly define service responsibilities for the benefit of neighboring service providers, land use officials, and the public. No disadvantaged communities will be adversely affected by the proposed annexation.

17) In the case of district annexation, whether the proposed annexation will be for the interest of landowners or present or future inhabitants within the district and within the territory proposed to be annexed to the district.

Upon annexation, TCWWD #1 would provide service to a single parcel with an established single-family residence and associated outbuildings. The connection would not benefit any other adjacent parcels or inhabitants within the District. The proposed annexation would establish district boundaries that clearly define service responsibilities for the benefit of neighboring service providers, land use authorities, and the public.



ATTACHMENT B

DATE: October 28, 2024

TO: Trinity County Department of Transportation
Trinity County Planning Department
Trinity County Administrative Office
Trinity County Assessor's Office
Trinity County Auditor-Controller's Office
Trinity County Elections Office
Trinity County Environmental Health
Hayfork Fire Protection District
Mountain Valley Unified School District
Shasta Tehema Trinity Community College District
Mountain Communities Healthcare District
Hayfork Lighting Maintenance District (c/o TPUD)
Greater Hayfork Valley Park and Recreation District

Cc: Shane McDonald, General Manager, Trinity County Waterworks #1
Brandy Perrone, Office Manager/Clerk, Trinity County Waterworks #1

FROM: Colette Santsche, LAFCo Executive Officer
Krystle Heaney, LAFCo Clerk/Analyst

SUBJECT: APPLICATION RECEIVED – TRINITY COUNTY WATERWORKS DISTRICT #1
HYAMPOM ROAD II ANNEXATION

APPLICATION INFORMATION

Project: Proposed Hyampom Road II Annexation to the Trinity County Waterworks District #1
Location: Hyampom Road at Cedar Gulch Road – see Exhibit A
APN: 014-430-029-000
Notice: The above referenced proposal has been submitted to LAFCo and this notice of filing is being issued in accordance with Government Code Section 56658(b)(1). If you wish to receive a copy of the application and supporting documents, please contact LAFCo staff at krystleh@trinitylafco.org. We request agency comments, requested conditions, or recommendations by **November 18th, 2024**.

Proposal Overview

LAFCo has received a proposal submitted by resolution of application from the Trinity County Waterworks #1 (TCWW #1 or District) for annexation of one parcel consisting of 23.86 acres of land located adjacent to the District boundary and outside of its current Sphere of Influence (SOI). The proposed annexation will expand the SOI and extend the District boundary to cover this single parcel located along Hyampom Road at Cedar Gulch Road.

Reasons for Proposal

The TCWW #1 has provided the following justification for the proposed annexation:

1. To provide potable water service to an existing residence that has a documented failing well that can no longer provide adequate service to the property.

Description of Annexation Areas

The proposed annexation area is located on the south side of Hyampom Road at Cedar Gulch Road and consists of a single parcel that is developed with a single-family residence and various out buildings. The parcel is currently designated as Agricultural (A) under the Trinity County General Plan – Hayfork Community Plan and zoned Agricultural – Minimum 10 acres (A-10) with a Flood Hazard (FH) overlay due to its proximity to the natural drainage feature Cedar Gulch.

Provision of Public Services

The proposed annexation area is currently served by an onsite well that is reportedly failing. Upon annexation, TCWW#1 would extend an existing water main along Hyampom Road approximately 260 feet to the edge of the proposed annexation parcel and install a 3/4 inch water meter that would service the property.

Wastewater service is currently provided by an onsite septic system and fire services are provided by the Hayfork Fire Protection District. No changes to these services are proposed as part of this annexation application. However, if the property owner would like to apply for wastewater services in the future, they would be able to do so. Additional services provided to the annexation area include police services by the Trinity County Sheriff's Office, road maintenance and drainage/stormwater provided by the Trinity County Public Works, and ambulance services provided by Trinity Life Support Community Services District.

Property Tax Exchange Agreement

Section 99.01 and 99(b) of the California Revenue and Taxation Code provides that prior to the effective date of any jurisdictional change, the affected agencies of such change shall negotiate the amount of property tax revenues to be exchanged. LAFCo will give notice of the filing to the assessor and auditor specifying each local agency whose service area or responsibility will be altered by the jurisdictional change.

Environmental Review

All matters that involve discretionary action are subject to the applicable provisions of the California Environmental Quality Act (CEQA). TCWW #1 has determined that the proposed annexation is categorically exempt pursuant to section 15319(a): Annexations to a city or special district of areas containing existing public or private structures developed to the density allowed by the current zoning or pre-zoning of either the gaining or losing governmental agency whichever is more restrictive, provided, however, that the extension of utility services to the existing facilities would have the capacity to serve only the existing facilities.

The application described above is pending LAFCo review. Please review and respond with any comments, requested conditions, or recommendations by November 18, 2024. If you have any questions or wish to request a copy of the application, please contact LAFCo at (707) 825-8260 or colette@trinitylafco.org.



RE: LAFCo - Notice of Filing - Trinity County Waterworks District #1

From Panos Kokkas
Date Wed 11/27/2024 3:41 PM
To krystle; brandy; colette; shane
Cc Trent Tuthill; Tim Saxon; Liam Gogan

Hello Krystle,

It was also nice to talk to you earlier today. Please use the list of county maintained roads I provided for clarification. If you have any questions please let me know along with the department wide email: [tc dot <tc.dot@trinitycounty.org>](mailto:tc.dot@trinitycounty.org)

Have a great holiday,
Panos

From: krystle
Sent: Wednesday, November 27, 2024 3:23 PM
To: Panos Kokkas; brandy; colette; shane
Cc: Trent Tuthill ; Tim Saxon; Liam Gogan
Subject: Re: LAFCo - Notice of Filing - Trinity County Waterworks District #1

Hello Panos,

Thank you for your call today. As we discussed, in future correspondence, staff reports, and other documents concerning these two annexations to TCWW #1, we will clarify the following:

- Trinity County provides only road maintenance services for Hyampom Road within the road right of way.
- Trinity County does not provide road maintenance or other services for Horse Tail Hill Road.

Thank you again and have a great holiday weekend!

Best,
Krystle

From: Panos Kokkas
Sent: Friday, November 1, 2024 1:46 PM
To: Krystle

Cc: Trent Tuthill; Tim Saxon; Liam Gogan
Subject: FW: LAFCo - Notice of Filing - Trinity County Waterworks District #1

Please note that:

"In order to be considered for acceptance into the County road system, a road must be deemed to be required for the general public convenience and meet County road design and construction standards. A road of purely local interest would not qualify."

The "Provision of Public Services" in your document erroneously states: "... road maintenance and drainage/stormwater provided by the Trinity County Public Works, ..."

The above statements in italics and quotation marks (highlighted in yellow) in both documents are wrong, please revise them to not give the impression that the referenced private roads will be maintained by Trinity County.

If you have any questions please let me know.

Thank you,

Panos Kokkas, P. E.
Director
Trinity County Department of Transportation
2023/24 CEAC President
Ph. 530-623-1365

County Engineer – Road Commissioner – Executive Secretary (Transportation Commission)



From: Trent Tuthill
Sent: Tuesday, October 29, 2024 5:27 PM
To: Panos Kokkas; Tim Saxon
Subject: FW: LAFCo - Notice of Filing - Trinity County Waterworks District #1

Under the provision of public services section there is mention of both SO and road maintenance. Are there concerns with this proposed annexation from SO or DoT and/or will comments be submitted?

Thanks
Trent

From: Krystle Heaney
Sent: Monday, October 28, 2024 4:36 PM
Cc: brandy; shane; colette
Subject: LAFCo - Notice of Filing - Trinity County Waterworks District #1

Good Afternoon,

The Trinity Local Agency Formation Commission (LAFCo) has received two applications from the Trinity County Waterworks District #1 for annexation of two separate parcels into their jurisdictional boundary. Attached please find the Notice of Filing for each annexation application.

If you have any questions, feel free to reach out to me or our Executive Officer, Colette Santsche.

Thank you,
Krystle Heaney, AICP
Clerk/ Analyst
Trinity LAFCo
o: (707) 825-8260

RE: LAFCo - Notice of Filing - Trinity County Waterworks District #1 Annexations

From Bella Hedtke
Date Wed 12/4/2024 9:37 AM
To Krystle Heaney; info.planning
Cc Colette Santsche; Edward O. Prestley

Good morning Krystle,

Thank you for your voicemail. I figured it would be more helpful to email you back for the record than call. Planning Division has no issues with annexing either parcels, but please make sure either LAFCo or the Water District informs us or the Trinity County Resource Conservation District (this is the entity responsible for GIS data in Trinity County) when the change is final so we can update GIS and Parcel Viewer records. This request stands for any changes to district boundaries, it's important that this is a key step in the process so other agencies/departments and the public is aware of these changes through Parcel Viewer, which receives approx. 4 millions views a year.

Contacts for RCD:
Kelly Sheen, District Manager
Crystal Hodges, GIS Technician

Thank you,

Bella Hedtke
Senior Planner | Planning Division
Trinity County Community Development Department
Cell: (530) 739-8811 | Office: (530) 623-1351 ex. 2821
530 Main St., P.O. Box 2819, Weaverville, CA 96093
[Trinity County Planning Division Webpage](#)

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From: krystle@trinitylafco.org
Sent: Thursday, November 21, 2024 3:18 PM
To: info.planning; Bella Hedtke **Cc:** Colette Santsche
Subject: LAFCo - Notice of Filing - Trinity County Waterworks District #1 Annexations

Good Afternoon,

The Trinity Local Agency Formation Commission (LAFCo) has received two applications from the Trinity County Waterworks District #1 for annexation of two separate parcels into their jurisdictional boundary. Attached please find the Notice of Filing for each annexation application.

This notice was previously circulated to various county departments and agencies in the Hayfork area. Unfortunately it looks like I had the wrong email on file for the Planning Department so I apologize for the delay in getting this to you.

We did receive one comment back so far letting us know that the roads in the affected areas are not the responsibility of the County. We are double-checking this and will be clarifying it for future communications and staff reports.

If you have any questions, feel free to reach out to me or our Executive Officer, Colette Santsche.

Thank you,
Krystle Heaney
Clerk/Analyst
Trinity LAFCo



TRINITY LAFCO

www.trinitylafco.org
670 9th Street, Suite 202
Arcata, California 95521

RESOLUTION NO. 2025-03

APPROVING THE HYAMPOM ROAD II ANNEXATION TO THE TRINITY COUNTY WATERWORKS DISTRICT #1

WHEREAS, the Trinity Local Agency Formation Commission, hereinafter referred to as the “Commission”, is responsible for regulating boundary changes affecting cities and special district pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

WHEREAS, the Trinity County Waterworks District #1, hereinafter referred to as “TCWWD #1” or “District”, filed an application with the Commission by resolution; and

WHEREAS, the proposal seeks Commission approval for annexation of one parcel (APN 014-430-029) totaling approximately 24 acres of unincorporated territory located adjacent to the District boundary along Hyampom Road at Cedar Gulch Road (Exhibit A); and

WHEREAS, the proposed annexation is located within the sphere of influence for the District as amended by Resolution 25-01; and

WHEREAS, the subject territory is uninhabited as defined in Government Code Section 56046; and

WHEREAS, all property owners have signed letters consenting to annexation and consenting to waiver of notice and hearing and to waiver of protest proceedings; and

WHEREAS, the Executive Officer’s report and recommendations on the proposal were presented to the Commission in the manner provided by law; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a regularly scheduled Commission meeting on February 18, 2025; and

WHEREAS, the Commission considered all the factors required by law under Government Code Section 56668 and adopted local policies and procedures.

NOW THEREFORE, IT IS RESOLVED, DETERMINED AND ORDERED as follows:

1. The Commission’s determinations on the proposal incorporate the information and analysis provided in the Executive Officer’s written report.
2. The Commission, as Responsible Agency, hereby determines that the proposal is categorically exempt from further review pursuant to CEQA Guidelines Section 15319(a): Annexations to a city or special district of areas containing existing public or private structures developed to the density allowed by the current zoning or pre-zoning of either the gaining or losing governmental agency whichever is more restrictive, provided,

however, that the extension of utility services to the existing facilities would have the capacity to serve only the existing facilities.

3. The Commission waives conducting authority (protest) proceedings in accordance with Government Code Section 56662 given the affected territory is uninhabited, all landowners have provided their written consent, and no written opposition to a waiver of protest proceedings has been received by an affected local agency.
4. The Commission approves the proposal, contingent upon the satisfaction of following terms and conditions as determined by the Executive Officer:
 - a) Completion of the 30-day reconsideration period provided under G.C. Section 56895.
 - b) Submittal of a final map and geographic description of the affected territory conforming to the requirements of the State Board of Equalization
 - c) Payment of any outstanding fees as identified in the Commission's adopted fee schedule.
5. The proposal is assigned the following distinctive short-term designation:

TCWWD #1 Hyampom Road II Annexation, 2025-03
6. Annexation of these parcels would establish district boundaries that align with property boundaries and service areas.
7. The effective date shall be the date of recordation of the Certificate of Completion. The Certificate of Completion must be filed within one calendar year from the date of approval unless a time extension is approved by the Commission.
8. Upon effective date of the proposal, the affected territory will be subject to all previously authorized charges and fees that were lawfully enacted by the District for the provision of water services. The affected territory will also be subject to all of the rates, rules, regulations, and ordinances of the District.

PASSED AND ADOPTED at a public hearing of the Trinity Local Agency Formation Commission on the 18th day of February 2025, by the following roll call vote:

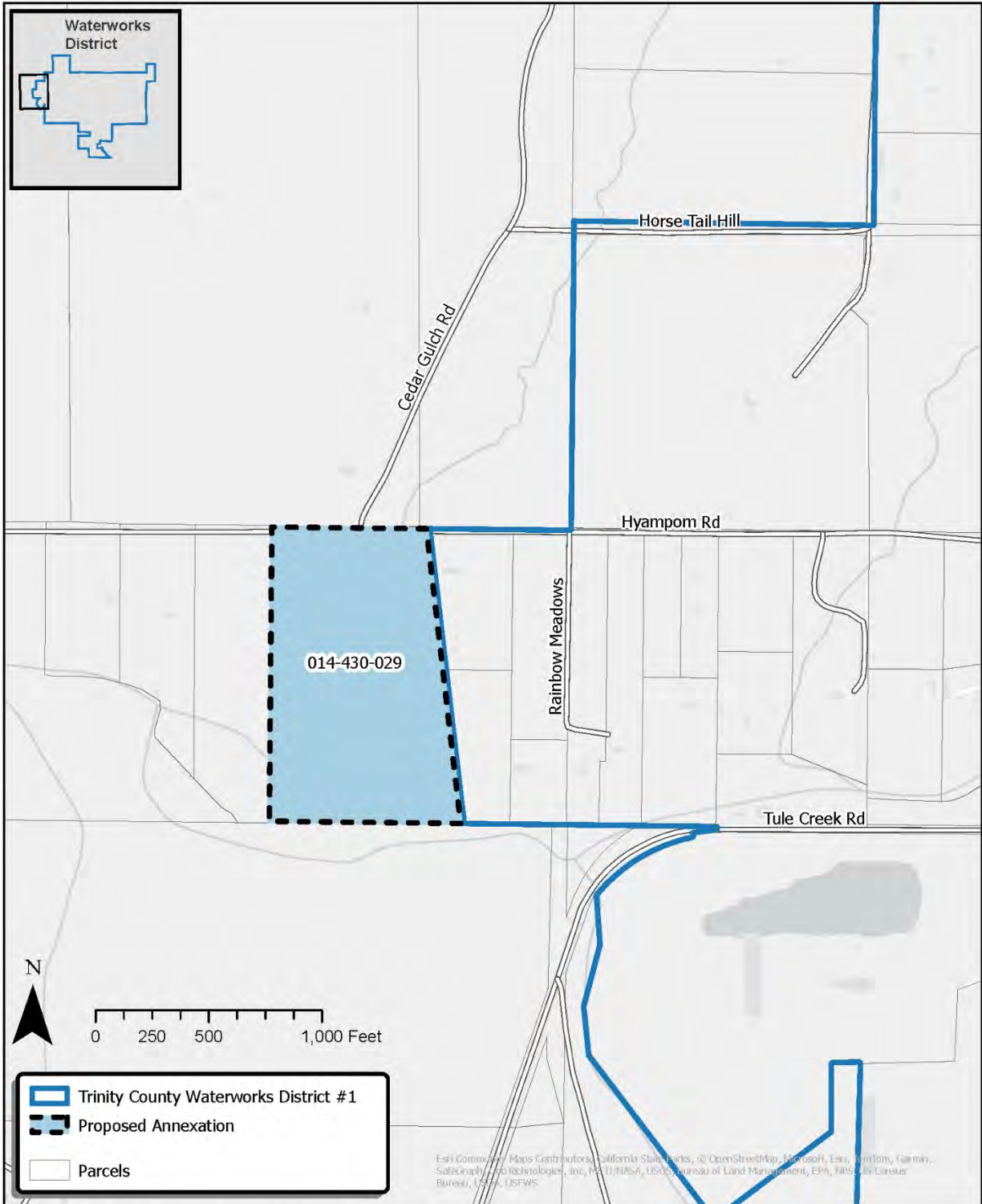
AYES:
NOES:
ABSTAINS:
ABSENT:

ATTEST:

APPROVED:

Colette Santsche
Executive Officer

Chair



Trinity County Waterworks District #1 Proposed Hyampom Road II Annexation

Map Date: 9/27/2024

Sources: Boundaries, Roads, Parcels: Trinity County GIS

Esri Contributor Maps Contributors, California State Parks, © OpenStreetMap, Microsoft, Esri, Garmin, SafeGraph, Geo technologies, Inc, NOAA/NASA, USGS Bureau of Land Management, EPA, NPS, US Census Bureau, USFS, USFWS



AGENDA ITEM 6.C.

MEETING: February 18, 2025
TO: Trinity LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: Mid-Year Financial Report for Fiscal Year 2024-25

BACKGROUND:

LAFCo operating costs are annually funded by Trinity County (1/2) and special districts (1/2). Special District apportionments are proportional to each agency's total revenues as a percentage of the overall revenue amount collected. The apportionment funds are collected by the Trinity County Auditor.

DISCUSSION:

Trinity LAFCo's adopted FY 2024-25 budget for staffing and services/supplies totaled \$49,900. Budgeted revenues from intergovernmental contributions totaled \$36,000. As such, it is anticipated that up to \$13,900 from reserves will be needed to cover the deficit.

Mid-year actuals are provided in Attachment A. With regard to revenues, the county and independent special districts allocations have been collected by the Auditor. With regard to actual expenses, all costs are on track to be at or under budget at year end.

At the April meeting, staff will bring a Proposed Budget for FY 2025-26, with final budget adoption at the Commission's June meeting.

RECOMMENDATION:

Staff recommends the Commission receive and file this report. The Commission is invited to discuss the item and provide direction to staff as needed.

Attachments A - FY 2024-25 Mid-Year Budget Report

Trinity LAFCo Budget

Categories	Acct #	FY 2022/23 Adopted Budget	FY 2022/23 Year End Actual	FY 2023/24 Adopted Budget	FY 2023/24 Amended Budget	FY 2023/24 Year End Actual	FY 2024/25 Adopted Budget	FY 2024/25 Mid Year Actual
REVENUES:								
Interest	6601	-	2,257.84	-	-	921.33	-	-
LAFCo Fees (Applications)	8404	5,000	400.00	5,000	5,000	-	5,000	10,000
Cont From Other Agencies:								
County	9282	14,500	14,500.00	15,000	15,000	15,000.00	15,500	15,500
Indep Spec Districts	9285	14,500	14,697.49	15,000	15,000	14,281.08	15,500	14,521
TOTAL Revenues		\$ 34,000	\$ 31,855.33	\$ 35,000	\$ 35,000	\$ 30,202	\$ 36,000	\$ 40,021

EXPENDITURES:

Memberships	2240	1,500	1,243.00	1,500	1,500	1,346.00	1,500	1,378.00
Office	2260	600	247.36	600	600	524.01	600	247.73
Professional & Specialized:	2300	45,800	16,283.75	45,800	59,800	53,547.99	45,800	30,167.50
- Staffing services		25,000	12,394.25	25,000	33,000	32,274.00	25,000	14,756.25
- MSR/SOI		15,000	3,717.00	15,000	21,000	20,981.00	15,000	9,258.75
- Applications		5,000	172.50	5,000	5,000	-	5,000	6,152.50
- Legal Counsel		500	-	500	500	-	500	-
- Web Service		300	-	300	300	292.99	300	-
Publications & Legal Notices	2500	500	84.92	500	550	529.81	500	260.94
Transportation & Travel	2750	1,500	597.50	1,500	1,500	1,109.46	1,500	604.34
Training	2756	-	-	-	-	-	-	-
Contrib to Non LAF Agency	3200	-	-	-	-	-	-	-
Transfer Out		-	-	-	-	-	-	-
TOTAL Expenditures		\$ 49,900	\$ 18,456.53	\$ 49,900	\$ 63,950	\$ 57,057.27	\$ 49,900	\$ 32,659

FY 2023-24 Notes

Includes FY23 Q4 (\$230.97)

Includes FY23 Q4 (\$7,312.75)

Includes FY23 Q4 (\$6,003.50)

Includes FY23 Q4 (\$283.59)

Includes FY23 Q4 (\$307.50)

Operating Difference		\$ (15,900)	\$ 13,398.80	\$ (14,900)	\$ (28,950)	\$ (26,855)	\$ (13,900)	\$ 7,363
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(Negative Balance Indicates Use of Reserves)

FUND BALANCE/RESERVES

Beginning Year Fund Balance		\$ 80,983		\$ 94,381				
Ending Year Fund Balance			\$ 94,381			\$ 67,527		
Assigned/Designated Reserve Funds	\$90,000							
Litigation Defense:	\$ 60,000							
Special Legal Counsel:	\$ 10,000							
Unanticipated Sp. Studies:	\$ 20,000							



AGENDA ITEM 6.D.

MEETING: February 18, 2025
TO: Trinity LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: Status of Current and Future Applications

BACKGROUND

LAFCos are responsible, under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, to regulate the formation and development of local governmental agencies and their municipal services. This includes approving or disapproving proposed changes of organization, such as boundary changes (e.g. annexations), consistent with adopted policies and procedures pursuant to California Government Code (G.C.) §56375. LAFCos have broad discretion in amending and conditioning changes of organization as long as they do not directly regulate land use, property development, or subdivision requirements.

DISCUSSION

The following application(s) are active with LAFCo:

Trinity County Waterworks District #1 Hyampom Road II Annexation

LAFCo has received a proposal submitted by resolution of application from the Trinity County Waterworks #1 for annexation of one parcel consisting of 23.86 acres of land located adjacent to the District boundary and outside of its current Sphere of Influence. The proposed annexation would extend the District boundary to cover this single parcel located along Hyampom Road at Cedar Gulch Road. Water service would be for a single-family home that has reported issues with its onsite well. The annexation is being considered at the February 18, 2025 LAFCo meeting. If approved, LAFCo staff will proceed with final filing, including recording a certificate of completion with the County Recorder's office and filing a statement of boundary change with the State Board of Equalization.

Trinity County Waterworks District #1 Horse Tail Hill Road Annexation

LAFCo has received a proposal submitted by resolution of application from the Trinity County Waterworks #1 for annexation of one parcel consisting of 20.22 acres of land located adjacent to the District boundary and outside of its current Sphere of Influence. The proposed annexation would extend the District boundary to cover this single parcel located along Horse Tail Hill Road at Cedar Gulch Road. Water service would be for an existing cannabis operation that has no permanent dwellings onsite. The annexation is being considered at the February 18, 2025 LAFCo meeting. If approved, LAFCo staff will proceed with final filing, including recording a certificate of completion with the County Recorder's office and filing a statement of boundary change with the State Board of Equalization.

RECOMMENDATION

It is recommended that the Commission receive this report and provide direction to staff as needed.



AGENDA ITEM 6.E.

MEETING: February 18, 2025
TO: Trinity LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: Expiring Commissioner Terms Update

BACKGROUND

The Commission consists of seven regular and three alternate members. The term of office for each member pursuant to CKH Act §56334 is four years and until the appointment and qualification of a successor. There are no term limits.

- County - Three regular members and one alternate appointed by the Board of Supervisors;
- Special Districts - Two regular members and one alternate appointed by the Independent Special Districts; and
- Public Members - Two regular members and one alternate appointed by the Commission.

DISCUSSION

Board of Supervisor annual appointments were made on January 21, 2025 as noted in the table below.

One of the Regular Public Member seats is set to expire on April 30, 2025. As such, staff will begin the public member appointment process in early March. The Commission will welcome applications from any interested public members including the current incumbent, Anna Burke.

Listed below are current Commission members with their Term of Office:

Designation	Current Member	Term of Office
County – Regular Member	Heidi Carpenter-Harris	Annual Appointment
County – Regular Member	Jill Cox	Annual Appointment
County – Regular Member	Julia Brownfield	Annual Appointment
County – Alternate Member	Liam Gogan	Annual Appointment
Special District – Regular Member (Seat 1)	Andrew Johnson	4/30/2028
Special District – Regular Member (Seat 2)	Todd Corbett	4/30/2026
Special District – Alternate Member	Lisa Harper	4/30/2026
Public Member	Anna C. Burke	4/30/2025
Public Member	Jake Grossman-Crist	4/30/2027
Public Member – Alternate	Joseph Kasper	4/30/2027

RECOMMENDATION

It is recommended that the Commission receive this report and provide direction to staff as needed.