

TRINITY LOCAL AGENCY FORMATION COMMISSION

April 21, 2020 at 4:00 p.m.

Via 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.

1. CALL TO ORDER/ROLL CALL

Chair Morris called the meeting to order at 4:30 p.m.

Members present: Evan Barrow, Anna Burke, Pat Frost, Keith Groves (arrived 4:20 p.m.), and Judy Morris.

Members absent: John Fenley and Bobbi Chadwick, Alternate

Staff Present: Colette Santsche, Executive Officer; Kathy Bull, Administrator/Clerk

2. PRESENTATIONS/ANNOUNCEMENTS

No presentations were provided.

3. CONSENT CALENDAR

A. Approval of Minutes from February 18, 2020 Commission Meeting

Motion to approve the minutes was presented by Commissioner Burke, seconded by Commissioner Barrow and passed by the following votes:

Ayes: Burke, Barrow, Frost, Morris

Noes: None

Abstain: None

Absent: Fenley, Groves

4. PUBLIC COMMENT OPPORTUNITY

There were no comments received from the public.

5. PUBLIC HEARINGS

A. Proposed Budget and Work Plan for Fiscal Year 2020/2021

The proposed budget with work plan submitted to the Commission included updating the Municipal Service Review for four agencies within Trinity County. There is no increase in member contributions proposed for Fiscal Year 2020/2021.

Motion to approve proposed budget referenced in Resolution 2020-03 and directs staff to forward information to local funding agencies was presented by Commissioner Burke, seconded by Commissioner Frost and passed by the following votes:

Ayes: Burke, Barrow, Frost, Groves, Morris

Noes: None

Abstain: None

Absent: Fenley

6. NEW BUSINESS

A. Budget Adjustment for Fiscal Year 2019/2020

A budget adjustment was presented to decrease the Professional & Specialized Budget – MSR/SOI Item and increase the Professional & Specialized – Staffing Services with no overall increase to the budget.

Motion to approve proposed budget adjustments was presented by Commissioner Burke,

seconded by Commissioner Barrow and passed by the following votes:

Ayes: Burke, Barrow, Frost, Groves, Morris

Noes: None

Abstain: None

Absent: Fenley

B. Professional Services Contracts for Executive Officer and Clerk

There was suggestion from the Commission to provide a two-year contract for services versus a one-year when the terms for the contract have expired.

Motion to approve one-year contract for Executive Officer and Clerk was presented by Commissioner Groves, seconded by Commissioner Frost and passed by the following votes:

Ayes: Burke, Barrow, Frost, Groves, Morris

Noes: None

Abstain: None

Absent: Fenley

7. **OLD BUSINESS**

A. Special District Member Appointment Process Update

Due to the State of Emergency, it was determined a meeting of the Selection Committee would not be feasible, so staff will conduct the nomination and election process by mail.

B. Trinity Life Support CSD Status Report

Ms. Metz Santsche explained a Certificate of Termination was filed due to the lack of voter support to levy a special tax. The Commission and staff discussed a possible waiver of a one-year waiting period as a reduced tax was being developed. Four Commissioners agreed to review when an amended application was provided.

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

A. Form 700s

There was a brief discussion regarding the Form 700s that are due June 1st.

9. **COMMISSIONERS' COMMENTS**

No comments were provided from the Commissioners.

10. **ADJOURNMENT**

There being no further business, Chair Morris adjourned the meeting at 4:55 p.m.

ATTEST:

APPROVED:

Kathy Bull
Administrator/Clerk

Judy Morris
Chair

DATE: _____

DATE: _____