

TRINITY LOCAL AGENCY FORMATION COMMISSION

February 16, 2021 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

- A. Chair Groves called the meeting to order at 4:03 p.m.
Members present: Anna Burke, Jill Cox, Dan Frasier, Keith Groves, Joseph Kasper, and Alternate Commissioner Frost (seated as voting member)
Members absent: Evan Barrow and Alternate Liam Gogan
- B. Acknowledge Member Changes
Chair Groves acknowledged new County members Jill Cox and Dan Frasier

2. PRESENTATIONS/ANNOUNCEMENTS

No presentations were presented.

3. CONSENT CALENDAR

- A. Approval of Minutes from December 15, 2020 Commission Meeting

Motion to approve the consent calendar was presented by Commissioner Kasper, seconded by Commissioner Frost and passed by the following votes:

Ayes: Burke, Cox, Frasier, Frost, Groves, and Kasper

Noes: None

Abstain: None

Absent: Barrow

4. PUBLIC COMMENT OPPORTUNITY

There were no comments received from the public.

5. PUBLIC HEARINGS

No public hearings were scheduled.

6. NEW BUSINESS

- A. Approval of 2021 Commission Meeting Schedule
Ms. Santsche explained this item had been tabled from previous meeting to allow feedback from new members.

Motion to approve the Commission meeting schedule was presented by Commissioner Burke, seconded by Commissioner Kasper, and passed by the following votes:

Ayes: Burke, Cox, Frasier, Frost, Groves, and Kasper

Noes: None

Abstain: None

Absent: Barrow

- B. Status of Commissioner Terms in 2021

The Commission was presented with information of upcoming vacancies as well as the Special District nomination process and public member vacancy announcement. By order of the Chair, the Commission received and filed the report.

- C. Fee Schedule Update
Staff submitted a draft update to the fee schedule. There was discussion with some portions of the revisions. The Commission suggested title change from Fee Schedule to Schedule of Deposits. The Commission directed staff to proceed with noticing the fee schedule update as a public hearing item in April.
- D. Workshop – Draft Trinity PUD MSR/SOI Update
Ms. Santsche provided information in the form of a workshop for updating of the Municipal Service Review and Sphere of Influence (MSR/SOI) for the Trinity Public Utilities District. She provided an overview of the MSR/SOI and answered questions from the Commission. Commissioner Kasper noted Director Terms in Table 2 needs to be updated in addition to other edits. The Commission directed staff to proceed with noticing the Trinity PUD MSR/SOI update as a public hearing item in April.

7. OLD BUSINESS

- A. Commission Policies and Procedures Update – Section 6. Conflict of Interest and Final Disclosure
Ms. Santsche provided background on the previously approved sections with plans to provide a completed policy and procedure document at the April meeting for a public hearing.
- B. Review Financial Mid-Year Report
Mid-year actuals were discussed and determined that all costs are on track to be under budget.

8. EXECUTIVE OFFICER’S REPORT/CORRESPONDENCE

- A. Form 700 submission
A brief reminder regarding the mandated submission of Form 700 was provided.
- B. CALAFCO Quarterly, February 2021
The quarterly news flyer provided by CALAFCO was provided and briefly discussed.

9. COMMISSIONERS’ COMMENTS

Commissioner Frost welcomed the two new members. Chair Groves added both Ms. Santsche and Ms. Bull do a great job for LAFCo.

10. ADJOURNMENT

There being no further business, Chair Groves adjourned the meeting at 4:51 p.m.

ATTEST:

APPROVED:

Kathy Bull
Administrator/Clerk

Keith Groves
Chair

DATE: _____

DATE: _____