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# SISKIYOU LOCAL AGENCY FORMATION COMMISSION

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**WILLIAM NAVARRE**  
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## **MINUTES** **SISKIYOU LAFCo** June 14, 2016

The meeting was called to order by Chair April Gray at 4:06 p.m.

The **PLEDGE OF ALLEGIANCE** was recited.

### **ROLL CALL:**

**PRESENT:** Deborah Baird  
Ed Valenzuela  
April Gray  
Gary Peery (Alt.)

**ABSENT:** Michael Kobseff (Alt.)  
Grace Bennett  
Tim Stearns

**ALSO PRESENT:** Greg Plucker, Executive Officer  
Vurl Trytten, Clerk to the Commission

**APPROVAL OF MINUTES:** April 5, 2016

**MOTION:** It was moved by Commissioner Valenzuela and seconded by Commissioner Baird to approve the minutes of the April 5, 2016 meeting as mailed.

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

**PRESENTATIONS FROM THE PUBLIC:** None

**CONFLICT OF INTEREST DECLARATION:** NONE

**CONSENT ITEMS:** NONE

**OLD BUSINESS:** NONE

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### CITY MEMBERS

DEBORAH BAIRD, COMMISSIONER  
TIM STEARNS, VICE CHAIR  
HANK EBINGER, ALTERNATE

### COUNTY MEMBERS

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

### PUBLIC MEMBERS

APRIL GRAY, CHAIR  
GARY S. PEERY, ALTERNATE

**NEW BUSINESS:****A. FY 2016-2017 FINAL BUDGET APPROVAL PUBLIC HEARING**

**Chair Gray announced the public hearing on the Final Budget for Fiscal Year 2016-2017.**

**1. Staff Report:**

The Staff Report was circulated to the Commissioners before the Commission meeting and was reviewed by the Commissioners. Executive Officer Plucker reviewed the staff report for the Commission.

Mr. Plucker informed the Commission that as they are aware the budget protocol is to adopt the preliminary budget which has been done, and the Public Hearing today is for voting on the final budget. He said that he had not received any comments on the budget. He explained that the biggest expense in the budget is the Municipal Services Review and the Sphere of Influence updates (MSR-SOIs) that must be done every 5 years. He informed the Commission that he was in the process of awarding the contract for the upcoming updates due in the coming year. He said that Siskiyou LAFCo will have a healthy budget even after the MSR-SOIs are completed and the MSR-SOI consultant contract is paid, there will be \$90,000 remaining in the LAFCo budget at the end of Fiscal Year 2016-2017. He said that if the Commission decided to reduce the amount of the contributions to \$20,000 LAFCo would still have \$80,000 in the budget going forward. He added that in order to reduce the contribution amount, the Commission needs to make certain findings. If the Commission votes to reduce the contribution amount, the necessary findings are in the resolution approving the budget provided with the staff report.

Mr. Plucker recommended that the Commission first decide on the funding level and whether to reduce the contribution amount; and, if so, the amount of the contribution reduction, and then vote on approval of the final budget using the resolution provided in the staff report.

**2. Commission Questions for staff:**

Commissioner Baird recommended reducing the contributions as much as possible due to the state of the cities' budgets. She also confirmed with Mr. Plucker that the \$93,000 total on page 2 of the staff report includes the MSR-SOI updates consultant contract fees.

Mr. Plucker also pointed out that the budget includes staff effort and work to implement CSA 6, but that measure did not pass, so that amount will not be used.

Commission Valenzuela asked for Mr. Plucker's recommendation. Mr. Plucker recommended lowering the contribution amount to at least \$20,000. He said that LAFCo has been running budget reserves and staff has been conservative in their estimates. He said that there are no unexpected projects unaccounted for in the budget. Commissioner Valenzuela recommended lowering the contribution initially to \$20,000. He commented that he remembers one year that the contributions were eliminated due to severe budget cuts. Mr. Plucker confirmed that LAFCo had eliminated contributions for two years. Commissioner Valenzuela said that his recommendation would be to lower the contribution amount to \$20,000 and revisit the contribution amount next year to lower or eliminate contributions for one year. He said he would hate to have something come up that needed funding, and LAFCo needs to continue walking the fine line between sufficient funding and maintaining reserves.

Mr. Plucker commented that one reason LAFCo does the preliminary budget is to give the cities notification and plenty of time and leeway to review the budget with regard to their budget so that they can anticipate what that budget amount might be for the coming fiscal year.

Chair Gray confirmed with Mr. Plucker that the budget anticipated sufficient staffing to handle the issues coming up in the next fiscal year.

**MOTION:** It was moved by Commissioner Valenzuela and seconded by Commissioner Baird to reduce the contribution amount to \$20,000 and by approve the final budget by adopting LAFCo Resolution Number LAF-2016-001 as recommended by staff.

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

#### **MISCELLANEOUS:**

#### **STAFF AND COMMISSION COMMENTS:**

##### **1. Member at Large Notice of Vacancy**

Mr. Plucker informed the Commission that staff would be advertising the Member at Large Vacancy and explained that Commissioner Gray's term had expired inadvertently without her reappointment which necessitates that the vacancy be again posted. However, the Government Code allows Chair Gray to continue as the Member-at-Large Commissioner until the Commission fills the position. The Member at Large Vacancy will be voting to fill this position at the August 9, 2016 LAFCo meeting.

##### **2. Staff Vacancy.**

Mr. Plucker also informed the Commission that Mr. Tinsman had left county employ, and that he was working on filling the Deputy Director of Planning/Deputy Executive Officer position.

**ADJOURN:** There being no further business before the Commission; Chair Gray adjourned the meeting at 4:16 p.m.

By: \_\_\_\_\_

  
Vurl Trytten, Clerk to the Commission