



**COUNTY OF DEL NORTE**  
County Administration Office

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August 20, 2013

Honorable Judge William H. Follett  
Judge of the Superior Court  
County of Del Norte  
450 H Street  
Crescent City, CA 95531

Re:    RESPONSE TO THE 2012-2013 GRAND JURY FINAL REPORT

The Honorable Judge Follett:

The following are the Board of Supervisors and County Administrative Officer's response to the Findings, Conclusions and Recommendations contained in the 2012-2013 Grand Jury Final Report as requested.

**Del Norte County Memorandum of Understanding with Crescent City:**

R1: "The May 21<sup>st</sup> meeting addressed only the MOU issues concerning Building Permits and Inspections. The meeting should have included discussion of not only the existing items but expansion of those items. Expanded or additional items in the MOU could possibly result in cost savings and reduce duplication of services, which should be major goals of both the County and City in this economic downturn".

**Response:** The County agrees the primary discussion revolved around the issue of a reduction in services specifically provided to the City by the County Building Inspection Division. Informal discussion has occurred between County and City staff regarding other potential shared services (recreation, vehicle maintenance, and Parks maintenance) in the past.

R2: Any areas of cost savings would help to alleviate the budget challenges faced by both the County and the City, and might even result in money that could be channeled into the ongoing issue of preservation and adequate compensation for employees.

**Response:** The County agrees that avenues that may result in a cost savings to taxpayers and/or the County and City should be discussed, considered and implemented when possible considering but not limited to, adopted goals, policies, and procedures.

R3: The County CAO and Board of Supervisors should support the appointment of an ad hoc committee to give this entire issue concentrated and serious attention as soon as possible. This Ad Hoc committee should include the City Manager, County CAO, two members of the City Council and two members of the Board of Supervisors. The committee should meet a minimum of once monthly to discuss, reinforce and possibly expand the MOU and to improve communication between the City and County.

**Response:** The County Administrator will request convening a "two by two" meeting between the County and City including the County Administrative Officer, City Manager and appropriate staff to discuss shared services and to foster improved communication. The "two by two" process is currently in place and has been for several years and affords an avenue of participation very similar to an Ad Hoc committee.

### **Klamath Fire Protection District**

R2: The current Klamath Fire Board needs to be instructed in all aspects of the Brown Act, how to conduct a meeting, and how to openly work with the Klamath Volunteer fighters, The Yurok Tribe, the Klamath Fire Auxiliary, and the greater Klamath Community. If the above fails to accomplish satisfactory results, the Del Norte County Board of Supervisors must take over as the Board of the Klamath Fire Protection District until such time that a suitable KFD Board can be installed. The Citizens of Klamath deserve nothing less.

**Response:** The recommendation has been noted. Although the Del Norte County Board of Supervisors is also concerned regarding the communities lack of confidence in the Klamath Fire District, the Del Norte County Board of Supervisors cannot simply step in and take over / assume the responsibilities of a "duly elected" board.

Sincerely,



Michael Sullivan, Chair  
Del Norte County Board of Supervisors

Sincerely,



Jay Sarina,  
County Administrative Officer