
MENDOCINO

Local Agency Formation Commission

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CHAIR

Richard Shoemaker
Russian River Flood Control
And Water Conservation
Improvement District

Approved by Commission May 4, 2015

VICE CHAIR

John McCowen
County Board
Of Supervisors

SUMMARY MINUTES LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY

Regular Meeting of Monday, April 6, 2015

County Board of Supervisors Chambers
501 Low Gap Road, Ukiah, California

MEMBERS

Dan Hamburg
County Board
Of Supervisors

Call to Order

Chair Shoemaker called the meeting to order at 9:03am.

Doug Hammerstrom
Fort Bragg City Council

Roll Call

Holly Madrigal
Willits City Council

Members Present:

Commissioners Dan Hamburg, Doug Hammerstrom, Holly Madrigal (arrived at 9:07am), John McCowen (departed 11:45am), Theresa McNerlin, Richard Shoemaker and Gerald Ward

Theresa McNerlin
Ukiah Valley Sanitation District

Jerry Ward
Public Member

ALTERNATE MEMBERS

Carre Brown
County Board
Of Supervisors

Members Absent:

None

Kevin Doble
Ukiah City Council

Alternate Members Present:

Commissioners Carre Brown and Carol Rosenberg

Carol Rosenberg
Public Member

Alternate Members Absent:

Kevin Doble and Angela Silver, both by prearrangement

Angela Silver
Calpella County Water District

Staff Present:

George Williamson, Executive Officer
Elizabeth Salomone, Clerk

Executive Officer
George Williamson

Report Out of Closed Session Held March 18, 2015

Counsel
Scott Browne

George Williamson noted there was nothing to report.

Analyst
Colette Metz

Consent Calendar

Commission Clerk
Elizabeth Salomone

1. Approval of the March 2, 2015 Regular Meeting Summary Minutes
2. Approval of the March 18, 2015 Special Meeting Summary Minutes
3. Approval of February 24, to March 31, 2015 Claims
4. Acceptance of the March Monthly Financial Report

Regular Meetings

Frist Monday
of each month
At 9:00 AM
At the Mendocino
County Board
Of Supervisors Chambers
501 Low Gap Road

Commissioner McCowen noted a correction to the March 2, 2015 Regular Meeting Summary Minutes. Clerk to verify in Item #2 each vote as either voice vote or roll call vote.

Upon motion by Commissioner McCowen and second by Commissioner Hammerstrom, the Consent Calendar was approved as corrected by roll call vote:

Ayes: Commissioners Hamburg, Hammerstrom, McCowen, McNerlin, Silver and Ward
Absent: Commissioner Madrigal (arrived at 9:07am)

Public Expression

5. There was no one from the public who indicated an interest in speaking.

Presentation

6. Presentation of Countywide Ambulance Service

George Williamson presented, noting a document included in the Packet produced by Chief James E. Little addressing the topic. Commissioner Madrigal noted that she shared this document with permission from Chief Little, believing that it was relevant County-wide. Discussion was held regarding the various zones within the County and the individual needs within them and how LAFCo will be involved in the proposed Exclusive Operating Area. Comments and questions were offered by Commissioners Hammerstrom, McCowen, Madrigal, Ward, Shoemaker, Hamburg, Rosenberg, McNerlin and Mr. Williamson.

Stacey Cryer, Director of the Department of Health and Human Services of Mendocino County, addressed the Commission regarding the development of an Exclusive Operating Area for ambulance services. Ms. Cryer offered to send the Commission Clerk a summary of her presentation and updates for distribution to the Commission.

Public Hearing

7. Mendocino County Fire Protection Districts (Part 2, 4 Districts) Municipal Service Review (MSR)
(LAFCo File M-2012-06)

Potter Valley Community Services District
Redwood Valley-Calpella Fire Protection District

Mendocino Fire Protection District
Albion-Little River Fire Protection District

Bruce Baracco requested a continuation of the Public Hearing to the May 4, 2015 Regular Commission Meeting, which the Chair accepted. Comments and questions were offered by Commissioners Madrigal, Shoemaker, Ward, Hammerstrom and Mr. Barraco.

Mr. Baracco noted the AVCS and Noyo Harbor MSRs are ready for final publishing; Point Arena, Willits and the Water and Wastewater MSRs will be ready for final publishing soon.

Workshop

8. Preliminary FY 2015-16 Budget for Commission Review

George Williamson presented the Preliminary FY 2015-16 Budget workshop held in accordance with Mendocino LAFCo Policies and Procedures Chapter III, Section N. Comments and questions were offered by Commissioners Shoemaker, Ward, McCowen, Rosenberg, Hammerstrom, Madrigal, McNerlin, Brown and Mr. Williamson.

Extensive discussion was held regarding the following areas:

- Current and future status of financial reserves. Commission consensus is to operate one reserve for legal and general reserves, with designated amounts to be decided.
- Lowering of Special District, City and County contributions
- Increasing the operations budget, specifically the Contract Services with Planwest
- Commissioner stipends and travel reimbursement

The Executive Committee will meet and review Commission comments and suggestions for the final draft which will be presented at the first public hearing on the Proposed FY 2015-16 Budget in May 2015 with the final budget hearing and adoption in June 2015. Policies will be drafted for the Policies and Procedures revision, as appropriate.

Chair Shoemaker called a recess from 11:01 to 11:12am.

Other Matters for Discussion & Possible Action

9. Status of Current and Future Projects

George Williamson presented the Staff Report. Comments and questions were offered by Commissioners Hammerstrom, Ward, McCowen and Mr. Williamson.

Staff is still awaiting response from the State Board of Equalization in regards to the Fort Bragg annexation refund. An invoice will be sent to Russian River Flood Control and Redwood Valley County Water District in regards to the annexation/dissolution project proposal work completed to date.

Alternate Commissioner Carre Brown was seated at 11:45am when Commissioner McCowen departed.

10. FY 2012-13 Financial Statements Audit Report

George Williamson and Commissioner Ward presented. Comments and questions were offered by Commissioners Madrigal, Shoemaker, Ward, McNerlin, Brown, Hammerstrom and Mr. Williamson. Special thanks was offered to Commissioner Ward for his service above and beyond expectations in this process.

Chair Shoemaker directed staff to include a response in the management letter regarding the deficiencies noted in the report.

Upon motion by Commissioner Madrigal and second by Commissioner McNerlin, the FY 2012-13 Financial Statements Audit Report was accepted as corrected by roll call vote:

Ayes: Commissioners Brown, Hamburg, Hammerstrom, Madrigal, McNerlin, Silver and Ward

Other Items

11. Correspondence - None

12. Executive Officer's Report

Policies and Procedures Update: A Planning Committee meeting will be coordinated by George Williamson.

13. Commissioners Reports, Comments or Questions

Commissioner Madrigal: The City of Willits and Brooktrails CSD have reached a preliminary settlement.

14. Legislation Report

George Williamson gave a verbal report on recent legislative issues, indicating he would forward the information to Commissioners electronically.

Adjournment

There being no further business, at 12:04pm the meeting was adjourned to the next regular meeting on Monday, May 4, 2015 at 9:00 AM in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.