

# MENDOCINO

## Local Agency Formation Commission

Ukiah Valley Conference Center | 200 South School Street | Ukiah, California 95482  
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### COMMISSIONERS

**Carre Brown, Chair**  
County Board of Supervisors

**Tony Orth, Vice Chair**  
Brooktrails Township CSD

**Gerald Ward, Treasurer**  
Public Member

**Gerardo Gonzalez**  
Willits City Council

**Scott Ignacio**  
Point Arena City Council

**John McCowen**  
County Board of Supervisors

**Jenifer Bazzani, Alternate**  
Ukiah Valley Fire District

**Richard Weinkle, Alternate**  
Public Member

**John Haschak, Alternate**  
County Board of Supervisors

**Will Lee, Alternate**  
Fort Bragg City Council

### STAFF

**Executive Officer**  
Uma Hinman

**Analyst**  
Larkyn Feiler

**Commission Clerk**  
Kristen Meadows

**Counsel**  
Scott Browne

### REGULAR MEETINGS

First Monday of each month  
at 9:00 AM in the  
Mendocino County  
Board of Supervisors  
Chambers  
501 Low Gap Road, Ukiah

## A G E N D A

Regular Meeting of **Monday, September 14, 2020** at 9:00 AM  
County Board of Supervisors Chambers 501 Low Gap Road, Ukiah, California

*Live web streaming and recordings of Commission meetings are available via the County of Mendocino's YouTube Channel. Links to recordings and approved minutes are available on the LAFCo website <http://mendolaafco.org/recorded-meetings/>  
Meeting documents are available online: <http://mendolaafco.org/meeting-documents/>*

### Important Notice

Pursuant to State Executive Order N-29-20 pertaining to the convening of public meetings in response to the COVID-19 pandemic, effective March 20, 2020, the Mendocino Local Agency Formation Commission (LAFCo) meetings will be conducted remotely and will not be available for in person public participation until further notice.

The regularly scheduled meeting of the Commission will be live streamed and available for viewing on the [Mendocino County YouTube page](#).

In order to minimize the risk of COVID-19 exposure, the public may provide written and verbal comments in lieu of personal attendance as outlined below.

Submit **written comments** electronically to [eo@mendolaafco.org](mailto:eo@mendolaafco.org) by 8:00 a.m. on September 14. In the subject line, specify the agenda item number for your comments, "To be read aloud" if desired, and in the body of the email include your name. If to be read aloud, please keep your comments to 500 words or less. All written comments will be provided as soon as feasible to the Commission and posted on the [meeting documents](#) page of the website.

Provide **verbal comments** via teleconference with the information provided on the [website](#). Please pre-register by email to [eo@mendolaafco.org](mailto:eo@mendolaafco.org) by 8:00 a.m. on September 14 to allow staff time to provide meeting participation instructions. In the subject line, specify the agenda item number for your comments and "...Live" (Example: Item 4a Public Comment Live), your name. Participants will receive instructions for participation in the meeting. Each participant will have three minutes to provide comments related to the agenda item.

We thank you for your understanding and appreciate your continued interest.

### **1. CALL TO ORDER and ROLL CALL**

### **2. PUBLIC EXPRESSION**

The Commission welcomes participation in the LAFCo meeting. Any person may address the Commission on any subject within the jurisdiction of LAFCo which is not on the agenda. There is a three-minute limit and no action will be taken at this meeting. See public participation information above.

### 3. CONSENT CALENDAR

The following consent items are expected to be routine and non-controversial, and will be acted on by the Commission in a single action without discussion, unless a request is made by a Commissioner or a member of the public for discussion or separate action.

- 3a) Approval of the August 3, 2020 Regular Meeting Summary
- 3b) Approval of the August 2020 Claims & Financial Report
- 3c) Certificate of Appreciation for Commissioner John Huff

### 4. PUBLIC HEARING ITEMS

None

### 5. WORKSHOP ITEMS

None

### 6. MATTERS FOR DISCUSSION AND POSSIBLE ACTION

#### 6a) Release Request for Proposals and Establish an Ad Hoc Committee for Work Plan Implementation

Consider the following actions related to Fiscal Year 2020-21 Work Plan Implementation: (1) Approve the release of a Request for Proposals (RFP) for consultant prepared Municipal Service Review (MSR) and Sphere of Influence (SOI) Update studies, and (2) Appoint an RFP Ad Hoc Committee consisting of two members of the Commission and the Executive Officer to implement the RFP process and make recommendations to the Commission on firm selection and contract.

#### 6b) Report on Proposed Revisions to Indemnity Clause

Report on August 13, 2020 Executive Committee meeting Agenda Item 4d regarding proposed modifications to the indemnification clause requested by the City of Ukiah, and direction to staff to make no changes to the indemnity at this time and to report to the Commission on the matter at the next regular meeting. Informational.

#### 6c) Fee Schedule Update Report

Report on August 13, 2020 Executive Committee meeting Agenda Item 4c regarding updates to staff billing rates, copy charges, and updates to the Fee Schedule, and direction to staff to prepare an analysis of staff billing rates for Commission consideration. Informational.

#### 6d) CALAFCO 2020 Board of Directors Elections

The Commission received a report on the CALAFCO Board Elections for 2020-21 at the previous meeting and will now consider submitting nominations for the Northern Region and selecting a voting delegate for the election to be held in October 2020.

#### 6e) Commissioner Terms of Office and Special District Member Election

Report to the Commission on upcoming Commissioner term expirations and an update on the Special District Regular Member Election process. Informational.

### 7. INFORMATION AND REPORT ITEMS

The following informational items are reports on current LAFCo activities, communications, studies, legislation, and special projects. General direction to staff for future action may be provided by the Commission.

- 7a) Work Plan, Current and Future Proposals (Written)
- 7b) Correspondence (Copies provided upon request)
- 7c) Executive Officer's Report (Verbal)
- 7d) Committee Reports (Executive Committee/Policies & Procedures) (Verbal)
- 7e) Commissioner Reports, Comments or Questions (Verbal)
- 7f) CALAFCO Business and Legislative Report

## ADJOURNMENT

The next Regular Commission Meeting is scheduled for Monday, **October 5, 2020** at 9:00 AM  
*Location to be determined based on current State and local mandates related to the COVID-19 pandemic.*

Notice: This agenda has been posted at least five (5) calendar days prior to the meeting and in accordance with the temporary Brown Act Guidelines instated by State Executive Order N-29-20.

Participation on LAFCo Matters: All persons are invited to testify and submit written comments to the Commission on public hearing items. Any challenge to a LAFCo action in Court may be limited to issues raised at a public hearing or submitted as written comments prior to the close of the public hearing.

Americans with Disabilities Act (ADA) Compliance: Because the meeting is being held by teleconference, if you are hearing impaired or otherwise would have difficulty participating, please contact the LAFCo office as soon as possible so that special arrangements can be made for participation, if reasonably feasible.

Fair Political Practice Commission (FPPC) Notice: State Law requires that a participant in LAFCo proceedings who has a financial interest in a Commission decision and who has made a campaign contribution to any Commissioner in the past year must disclose the contribution. If you are affected, please notify the Commission before the hearing.