
MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center ◊ 200 South School Street ◊ Ukiah, California 95482
Telephone: 707-463-4470 Fax: 707-462-2088 E-mail: eo@mendolafco.org Web: www.mendolafco.org

CHAIR

Richard Shoemaker
Russian River Flood Control
And Water Conservation
Improvement District

Approved by Commission October 5, 2015

VICE CHAIR

John McCowen
County Board
Of Supervisors

MINUTES LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY

Regular Meeting of Monday, September 14, 2015

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

MEMBERS

Dan Hamburg
County Board
Of Supervisors

Call to Order & Roll Call

Vice Chair McCowen called the meeting to order at 9:10am.

Doug Hammerstrom
Fort Bragg City Council

Members Present:

Commissioners Dan Hamburg, Doug
Hammerstrom (departed 11:19am), John
McCowen, Theresa McNerlin, and Jerry Ward

Holly Madrigal
Willits City Council

Members Absent:

Commissioners Holly Madrigal and Richard
Shoemaker

Theresa McNerlin
Ukiah Valley Sanitation District

Jerry Ward
Public Member

Alternate Members Present:

Commissioners Carre Brown, Kevin Doble, and
Angela Silver

ALTERNATE MEMBERS

Carre Brown
County Board
Of Supervisors

Alternate Members Absent:

Commissioner Carol Rosenberg

Kevin Doble
Ukiah City Council

Staff Present:

George Williamson, Executive Officer
Elizabeth Salomone, Clerk

Carol Rosenberg
Public Member

*Alternate Commissioners immediately took seat: Commissioner Silver for
Commissioner Shoemaker and Commissioner Doble on behalf of Commissioner
Madrigal*

Angela Silver
Calpella County Water District

Executive Officer
George Williamson

Counsel
Scott Browne

Analyst
Colette Metz

Commission Clerk
Elizabeth Salomone

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

Consent Calendar

1. Approval of the August 3, 2015 Regular Meeting Summary Minutes
2. Approval August 2015 Claims
3. Acceptance of the Monthly Financial Report

Commissioner Ward asked for Items 2 and 3 to be pulled from the Consent Calendar for discussion.

Upon motion by Commissioner Ward and second by Commissioner Hamburg, Item 1 of the Consent Calendar was approved by unanimous consent:

Ayes: Commissioners Doble, Hamburg, Hammerstrom, McCowen,
McNerlin, Silver, and Ward

Absent: Madrigal, Shoemaker

Commissioner Ward gained Commission consent to provide the FY 2015-2016 Application Track on a second page in order to clearly itemize the fees received and monies expended on applications. Commissioner Ward noted edits to the requested Profit and Loss Quarterly Statement that Mr. Williamson will provide at the October 2015 meeting.

Upon motion by Commissioner Ward and second by Commissioner Silver, Items 2 and 3 of the Consent Calendar were approved by unanimous consent:

Ayes: Commissioners Doble, Hamburg, Hammerstrom, McCowen, McNerlin, Silver, and Ward

Absent: Madrigal, Shoemaker

4. Public Expression. No member of the public indicated an interest in speaking.

NOTE: With no objections from fellow Commissioners, Vice Chair McCowen moved to Agenda items during meeting to accommodate attendees for those items.

Vice Chair McCowen called a break from 11:55am to 11:07am.

Workshop

5. Format Discussion for Sphere of Influence (SOI) Updates

George Williamson presented a reorganized format for the SOI Updates. Comments and questions were offered by Commissioners Hammerstrom, Ward, Silver, and McCowen. The Commission commended staff for the work on this new format.

Vice Chair McCowen spoke regarding recognizing the historical records of SOI boundary maps and cautioned against granting validity for SOI boundary maps that were not approved by LAFCo in the past.

Commissioner Hammerstrom noted that at one time, the law allowed the District to establish its own SOI outside of LAFCo approval. He also noted the Planning Committee needs to review the SOI Report format regarding the Policies & Procedures at their next meeting.

Public Hearing

6. Fire District Municipal Services Reviews (MSRs) CONTINUATION

Commission consideration and possible adoption of the Final MSRs for the following Districts:

**Potter Valley Community Service District
Redwood Valley-Calpella Fire Protection District
Mendocino Fire Protection District
Albion-Little River Fire Protection District**

The Public Hearing was opened at 9:48am on July 13, 2015 and Vice Chair McCowen noted the Public Hearing is continued to this meeting.

George Williamson summarized a Staff Report emailed to the Commissioners by Bruce Baracco late Sunday night regarding the Fire District Municipal Services Reviews. The Commission directed Mr. Williamson to communicate to Bruce Baracco the urgency of completing the MSRs, distributing them to the Districts and

Commissioners with more time to review, and with more clarity on the most up to date draft under consideration. Comments and questions were offered by Commissioners Ward, Doble, Hamburg, Brown, and McCowen.

Potter Valley Community Service District

The Administrative Draft MSR comments and audit were received from District, though the boundary issue is not yet resolved. Public Review Draft MSR on hold pending resolution of District boundary. Commissioner Brown stated the District boundary has been resolved due to an adopted resolution by the Board of Supervisors on October 28, 1958 that describes the Potter Valley CSD boundary. The District accepts the boundary now as being the same as the Sphere of Influence.

Redwood Valley-Calpella Fire Protection District

Administrative Draft MSR comments and audit received from District and Public Review Draft to be issued pending resolution of “exceptions” within the District boundary.

Commissioner Brown reported after meeting with Fire Chief regarding resolution to the District Boundary maps. Comments and questions were offered by Commissioners McCowen, Ward, and Brown. The Commission directed Commissioner Brown to represent LAFCo with Bruce Baracco and the District to complete accurate mapping.

Mendocino Fire Protection District

Administrative Draft MSR comments and audit received from District and Public Review Draft to be issued pending receipt of District comments.

Albion-Little River Fire Protection District

Administrative Draft MSR comments and audit received from District and Public Review Draft to be issued this week.

Action on Public Hearing CONTINUATION

Vice Chair McCowen continued the Public Hearing for the Fire District Municipal Services Reviews of Potter Valley Community Service District, Redwood Valley-Calpella Fire Protection District, Mendocino Fire Protection District, and Albion-Little River Fire Protection District to the October 5, 2015 Regular Commission Meeting.

7. Sphere of Influence (SOI) Updates

Commission consideration and possible adoption of the Final MSRs for the following Districts:

**Caspar South Water District
City of Point Arena
Elk County Water District
Irish Beach Water District
Round Valley County Water District**

Vice Chair McCowen opened the Public Hearing at 10:53 am for the Sphere of Influence Updates. (Note: Calpella County Water District SOI Update remains at workshop level for this meeting. See Agenda Item 8.)

George Williamson presented the SOI Updates, requesting time for staff to adapt the reports to the newly approved format.

Caspar South Water District

Continuation was requested.

City of Point Arena

George Williamson noted he is awaiting comments from the District after their meeting. Comments and questions were offered by Commissioners McCowen and Hamburg.

Elk County Water District

Continuation was requested.

Irish Beach Water District

Continuation was requested.

Round Valley County Water District

George Williamson presented the Round Valley County Water District SOI Update. Lee Marder, General Manager for the District, shared the work and challenges of RVCWD that support the Districts request to alter the SOI. Comments and questions were offered by Commissioners Hammerstrom, Ward, Hamburg, Brown, McCowen, Doble, and Mr. Williamson.

Highlights from comments and questions:

- The Sphere of Influence does not provide access to land without owner permission.
- Possibility of a District name change may be tied in with formation though will be explored by District.
- SOI boundaries do not have to follow parcel boundaries and will not adversely affect possible future annexations.
- An overlap review of the Mendocino National Forest area will be explored by Planwest.
- Expansion of SOI will allow the District to look at the aquifer historically and allow them to work with the greater community to contribute to conservation.
- The District has no plans for expensive work outside of District boundaries.
- The draft SOI will be provided to the Tribe by Planwest and the District will make time available to meet with Tribe for discussions.
- AVCSO is exploring activating latent powers.

Action on Public Hearing for SOIs

Vice Chair McCowen continued the Public Hearing for the Caspar South Water District, City of Point Arena, Elk County Water District, Irish Beach Water District, and Round Valley County Water District to the October 5, 2015 Regular Commission Meeting.

Workshop (Part 2)

8. Sphere of Influence (SOI) Updates

George Williamson presented the Administrative Draft SOI Updates for the following Districts:

Anderson Valley Community Services District

Calpella County Water District

Pacific Reefs Water District

Anderson Valley Community Services District

Mr. Williamson noted the Draft SOI Update for AVCSO is presented in the new format, commending the District on their support and cooperation. Comments and questions were offered by Commissioners Ward, McCowen, Hammerstrom, and Doble.

Highlights from comments and questions:

- Points on format and edit suggestions.
- Islands in a Districts boundary are allowable for Special Districts both in the SOI and in annexations.
- Mr. Williamson will develop the map to show SOIs for adjoining Districts, though he noted at this time, none have been found for the four Special Districts surrounding AVCSO. The legend will also be more thoroughly developed.

Joy Andrews, General Manager for AVCSO, offered comments and questions. In response, comments and questions were offered by Commissioners McCowen, Hamburg, Hammerstrom, Doble, McNerlin, Ward, and Mr. Williamson.

Highlights from comments and questions:

- The response area for the District is twice as large as the District boundary. The response area is based on where Howard Dispatch sends AVCSO and not based on District boundaries.
- Out of area service contract customers within the SOI but outside of District boundary will not be enveloped into the tax basis. The District can apply for annexation of these areas in order to include them within the District and tax basis.
- Suggestion to include Emergency Services description in SOI.
- Criteria for out of service customer contracts and approval of contracts by LAFCo were discussed. It was suggested that with the approval of the draft SOI, all current out of area service contracts would be approved by LAFCo.

Pacific Reefs Water District

Mr. Williamson reported being unable to contact any representative for the District after much effort to do so. No comment or confirmation of receipt of draft SOI has been received from the District. Comments and questions were offered by Commissioners Ward, Doble, McNerlin, and McCowen.

Calpella County Water District (Continued)

Mr. Williamson reported the data collected for the SOI does not reconcile with the currently approved MSR completed in May 2015. He also noted the final SOI will be adapted to the approved format for the final draft. Comments and questions were offered by Commissioners McNerlin, Doble, Ward, and McCowen.

Action on Workshop SOIs

The Public Hearings for the Anderson Valley Community Services District, Calpella County Water District, Pacific Reefs Water District will be held at the November 2, 2015 Regular Commission Meeting.

Matters for Discussion & Possible Action

9. Proposed De Ruyter Detachment from the Irish Beach Water District

Mr. Williamson reported discussions are still under way between the two parties and does not anticipate this issue being before the Commission again until December 2015.

10. Status of Current and Future Projects

No comments were offered on the staff report.

11. Status of MSR and SOI Updates

No comments were offered on the staff report.

Other Items

12. Correspondence - Nothing to report.

13. Executive Officer's Report

George Williamson reported a scheduling conflict for his attendance at the October 5, 2015 Regular Commission Meeting. It was decided Colette Metz, Sarah West, and Elizabeth Salomone would represent staff at the meeting in his place.

14. Commissioners Reports, Comments or Questions

Commissioners Silver (and Rosenberg): Provided a written report of their recent CALAFCO conference.

Commissioner Brown: Provided a verbal report of the CALAFCO conference.

Commissioner Ward: Pointed to the layout of the CALAFCO minutes, noting the more expanded description of comments in comparison to Mendocino LAFCO minutes. No direction was given by Commission to Staff to change the current level of description in minutes.

15. Legislation Report – There was no report presented.

Adjournment

There being no further business, at 12:18pm the meeting was adjourned to the next regular meeting on Monday, October 5, 2015 at 9:00 AM in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.