

MENDOCINO

Local Agency Formation Commission

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

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A G E N D A

COMMISSIONERS

Jerry Ward, Chair & Treasurer
Public Member

Carre Brown, Vice Chair
County Board of Supervisors

Kevin Doble
Ukiah City Council

Gerardo Gonzalez
Willits City Council

John McCowen
County Board of Supervisors

Theresa McNerlin
Ukiah Valley Sanitation District

Tony Orth
Brooktrails Township CSD

Scott Ignacio, Alternate
Point Arena City Council

Dan Hamburg, Alternate
County Board of Supervisors

Carol Rosenberg, Alternate
Public Member

Jenifer Bazzani, Alternate
Ukiah Valley Fire District

STAFF

Executive Officer
Uma Hinman

Analyst
Larkyn Feiler

Commission Clerk
Elizabeth Salomone

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

Regular Meeting of Monday, June 4, 2018 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://mendolafco.org/recorded-meetings/>).

Meeting documents are available online: <http://mendolafco.org/meeting-documents-2018>

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. Individuals wishing to address the Commission under Public Expression are welcome to do so throughout the meeting.

3. OTHER BUSINESS

3a) Alternate Special District Representative

The oath will be conducted for new Commissioner Jenifer Bazzani.

4. 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.

4a) Approval of the May 7, 2018 Regular Meeting Summary Minutes

4b) Approval of the May 2018 Claims and Financial Report

4c) Approval of the County of Mendocino Information Services Contract Renewal

Two year contract renewal for technical services support including GIS and video recording (EO# 18-62).

5. PUBLIC HEARING ITEMS

Public Hearings are scheduled for Commission consideration and possible adoption of items. Questions and comments from the Commission, participating agencies, and members of the public are welcome. Documents are available for review at:

<http://mendolafco.org/meeting-documents-2018>

(6-4-18 Agenda Continued...)

5a) Public Hearing to Consider Adoption of Resolution 2017-18-12 Approving the Redwood Coast Fire Protection Services Municipal Service Review and Sphere of Influence Update

The Commission will consider a Municipal Service Review and Sphere of Influence Update as required by LAFCo law. The final report includes written determinations regarding the level and range of services provided by the Redwood Coast Fire Protection District. RECOMMENDED ACTIONS: 1) Find the Redwood Coast Fire Protection District Municipal Service Review and Sphere of Influence Update is exempt from the California Environmental Quality Act pursuant to Title 14 California Code of Regulations §15306 and §15061(b)(3) and approve the Notice of Exemption for filing; and 2) Adopt LAFCo Resolution 17-18-12, approving the Redwood Coast Fire Protection District Municipal Service Review and Sphere of Influence Update and amend the existing Sphere of Influence to add Area A containing 16 parcels to the District SOI boundary.

6. WORKSHOP ITEMS

Workshops are scheduled for Commission review of draft reports prior to the noticing for public hearing. The Commission is invited to discuss the draft report and provide feedback to staff in anticipation of receiving a final SOI Update for formal action as part of a public hearing at a future meeting. No action will be taken by the Commission as part of the following item. Questions and comments from the Commission, participating agencies, and members of the public are welcome. Documents are available for review at:

<http://mendolafco.org/meeting-documents-2018>

None

7. MATTERS FOR DISCUSSION AND POSSIBLE ACTION

7a) Commissioner Terms of Office, Special District Election and Public Member Recruitment

The Executive Officer will present an update on upcoming Commissioner terms of office expirations and schedule for election and recruitment processes. Informational.

7b) Proposed Electronic Email and Devices Policy

The Commission will consider the Policies & Procedures Committee's recommendation to adopt a policy on electronic email and devices for official LAFCo business. RECOMMENDED ACTIONS a) Adopt Resolution 17-18-10, approving the proposed Electronic Email and Devices Policy; or b) Provide further direction to the Policies and Procedures Committee and/or staff; or c) Deny the proposed policy.

7c) Proposed Definition of Terms for Policies & Procedures Manual

The Commission will consider the Policies & Procedures Committee's recommendation to adopt the definitions of terms for the Policies & Procedures Manual. RECOMMENDED ACTIONS: a) Approve the proposed Definition of Terms for the Policies & Procedures Manual, directing staff to bring back with the updated Policies & Procedures Manual for formal adoption; or b) Provide further direction to the Policies and Procedures Committee and/or staff.

7d) Proposed Inter-LAFCo Coordination Policy

The Commission will consider the Policies & Procedures Committee's recommendation to adopt the Inter-LAFCo Coordination Policy. RECOMMENDED ACTIONS: a) Adopt Resolution No. 2017-18-13, approving the Proposed Inter-LAFCo Coordination Policy, or b) Provide further direction to the Policies and Procedures Committee and/or staff; or c) Deny the draft policy.

7e) Proposed Area of Interest Policy

The Executive Officer will present a proposed “Area of Interest” policy that was considered by the Policies & Procedures Committee and recommended to the Commission for discussion. The policy is a tool utilized by some LAFCo as a means to identify areas outside a sphere of influence that would benefit from greater coordination between agencies. RECOMMENDED ACTIONS: discuss the proposed policy and provide direction to the Policies and Procedures Committee and/or staff.

7f) Proposed Legal Counsel Contract Amendment

The Commission will consider a proposed contract amendment to the existing Legal Counsel Contract. RECOMMENDED ACTIONS: a) Approve Legal Counsel’s proposed contract amendment and direct the Chair to sign the contract amendment, or b) provide direction to staff.

7g) CALAFCO Calls for Legislative Action

Consider CALAFCO’s request for support letters for 1) AB 2238 as amended April 3, 2018, 2) AB 2238 as amended April 3, 2018, and 3) SB 929 as amended March 6, 2018.

8. 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.

8a) Work Plan, Current and Future Proposals (Written)

8b) Correspondence (copies provided upon request)

8c) Executive Officer’s Report (Verbal)

8d) Committee Reports (Verbal)

Policies & Procedures Committee met May 21, 2018

Executive Committee scheduled to meet after Regular Meeting on June 4, 2018

8e) Commissioner Reports, Comments or Questions (Verbal)

8f) CALAFCO Business and Legislative Report

CALAFCO Video guide, Nominations for annual achievement awards, Board recruitment (Northern Region: City and Public members)

ADJOURNMENT

The next Regular Commission Meeting is scheduled for Monday, July 2, 2018 at 9:00 AM
in the County Board of Supervisors Chambers 501 Low Gap Road, Ukiah, California

Notes: 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: If you are a disabled person and need a disability-related modification or accommodation to participate in a meeting, please contact the LAFCo office at 707-463-4470, by e-mail to eo@mendolafco.org, or by FAX to 707-462-2088. Requests must be made as early as possible, and at least two full business days prior to the meeting. 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 of more than \$250 to any Commissioner in the past 12-months, must disclose the contribution. If you are affected, please notify the Commission prior to the agenda item.