

# 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

**John Huff**  
Mendocino Coast Recreation  
and Park District

**Scott Ignacio**  
Point Arena City Council

**John McCowen**  
County Board of Supervisors

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

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

**Carol Rosenberg, Alternate**  
Public Member

**Ted Williams, Alternate**  
County Board of Supervisors

### 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

*Approved by Commissioner May 6, 2019*

## MINUTES

### Local Agency Formation Commission of Mendocino County

#### Regular Meeting of Monday, April 1, 2019

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

#### 1. **CALL TO ORDER and ROLL CALL** (Video Time 5:04)

Chair Brown called the meeting to order at 9:00am.

**Regular Commissioners Present:** Carre Brown, Gerardo Gonzalez, John Huff, John McCowen, Tony Orth, Gerald Ward

**Commissioners Absent:** Scott Ignacio

**Alternate Commissioners Present:** Jen Bazzani, Will Lee, Carol Rosenberg

**Alternate Commissioners Absent:** Ted Williams

**Staff Present:** Uma Hinman, Executive Officer; Elizabeth Salomone, Clerk

*Commissioner Lee was immediately seated as the City Representative in Commissioner Ignacio's absence.*

#### 2. **PUBLIC EXPRESSION** (Video Time 5:40)

No one from the public indicated interest in public expression.

#### 3. **OTHER BUSINESS** (Video Time 5:56)

None.

#### 4. **CONSENT CALENDAR** (Video Time 11:38)

##### 4a) Approval of the March 4, 2019 Regular Meeting Summary

##### 4b) Approval of the March 2019 Claims & Financial Reports

The following edits were requested to the March 4, 2019 Regular Meeting Minutes:

- Item 8d) should read "None."
- Item 8e) Commissioner Orth's report should read "~~Ad-Hoc~~ Committee."
- Item 6a) add: "Treasurer Ward spoke supporting no increase in apportionment fees for FY 2019-20 but will be supporting an increase in apportionment fees for FY 2020-21."
- Adjournment: "The next regular meeting is scheduled for Monday, April 1, 20189..."

<u>March 2019 Claims totaling</u>	<u>\$11,658.52</u>
Hinman & Associates Consulting	\$ 8,720.50
P. Scott Browne	\$ 600.00
Ukiah Valley Conference Center	\$ 455.00
Commissioner Stipends & Reimbursements	\$ 214.96
Pehling & Pehling, CPA	\$ 1,550.00
Newspapers	\$ 118.06

<u>Paid, needing Ratification totaling</u>	<u>\$51.70</u>
Ukiah Valley Conference Center	\$ 51.70

Treasurer Ward noted the claims needing ratification need to be allocated on the February Budget Tracking.

Chair Brown asked for an additional column in the Budget Tracking report to indicate the percentage of the budget remaining.

Upon motion by Commissioner Orth and second by Commissioner Gonzalez, Consent Calendar items 4a) Approval of the March 4, 2018 Regular Meeting Summary Minutes with noted edits, and 4b) Approval of the March 2019 Claims and Financial Report with edits, were approved by roll call vote:

Ayes: (7) Brown, Gonzalez, Huff, Lee, McCowen, Orth, and Ward  
Absent: (1) Ignacio

**5. PUBLIC HEARING ITEMS** (Video 10:45 and 48:37)

*Chair Brown noted that Commission action taken in Items 7a) and 7b) would likely impact Item 5a) Public Hearing so with no objections, moved Items 7a) and 7b) forward. Agenda Items 7a) and 7b) were heard before the Public Hearing was conducted.*

**5a) Proposed Budget and Work Plan for Fiscal Year 2019-20**

***Chair Brown reviewed the Public Hearing process and opened the Public Hearing at 9:45am.***

EO Hinman presented. Comments and questions were offered by Commissioners Ward, Rosenberg, McCowen, and Brown. Treasurer Ward asked clarifying questions and provided updates.

***Chair Brown opened Public Comment at 9:51am and with no one coming forward, closed Public Comment at 9:51am. With no further comments from the Commission, Chair Brown closed the Public Hearing at 9:53 am.***

Upon motion by Commissioner Gonzalez and second by Commissioner McCowen, adoption of LAFCo Resolution 18-19-07, approving the Proposed Budget and (Optional) Work Plan ( for FY 2019-2020 and direction to staff to notice a public hearing for the Final Budget and Work Plan for FY 2019-2020 for May 6, 2019 was approved by roll call vote:

Ayes: (7) Brown, Gonzalez, Huff, Lee, McCowen, Orth, and Ward  
Absent: (1) Ignacio

## 6. WORKSHOP ITEMS

None.

## 7. MATTERS FOR DISCUSSION & POSSIBLE ACTION

### 7a) County Service Area 3 (Video 11:37)

EO Hinman presented the staff report. Comments and questions were offered by Commissioners Brown, McCowen, Lee, Orth, Ward, Rosenberg, Gonzalez, and Lee. Discussion included the purpose of the CSA 3, necessity and scheduling of MSR/SOI reports, budget implications, and status of activation of the powers of the CSA 3.

Upon motion by Commissioner McCowen and second by Commissioner Orth, direction to staff to notify the State Controller's Office of the active status of CSA 3 and to prioritize and fund preparation of a municipal service review and sphere of influence study for CSA 3 by revising the FY 2019-20 Work Plan Schedule was approved by roll call vote:

Ayes: (6) Brown, Gonzalez, Huff, Lee, McCowen, and Orth  
Noes: (1) Ward  
Absent: (1) Ignacio

### 7b) Work Plan Schedule Review for Ukiah Valley Fire District MSR/SOI (Video 40:28)

EO Hinman presented. Comments and questions were offered by Commissioners Huff, Ward, Orth, and McCowen. It was noted that, if approved, the Proposed Fiscal Year (FY) 2019-2020 Budget and Work Plan accommodates the adjustment in schedule for the Ukiah Valley Fire District MSR/SOI to coincide with the City of Ukiah MSR/SOI update.

Fire Chief, Doug Hutchinson, Ukiah Valley Fire Authority, addressed the Commission noting he had no objections to waiting to complete the Ukiah Valley Fire District MSR/SOI update to coincide with the City of Ukiah MSR/SOI to facilitate staff research and evaluation of information on the two members of the Ukiah Valley Fire Authority Joint Powers Authority. Comments and questions were offered by Commissioners Gonzalez and Brown. The Commission directed staff to reschedule the Ukiah Valley Fire District MSR/SOI update to coincide with the City of Ukiah MSR/SOI update.

### 7c) Annual Legislative Platform (Video Time: 58:40)

EO Hinman presented, noting that the proposed Platform was consistent with the previous year's Platform and also with CALAFCO's 2019 Legislative Platform with minor changes. Comments and questions were offered by Commissioners Orth, Gonzalez, McCowen, and Ward.

Upon motion by Commissioner Ward and second by Commissioner Gonzalez, adoption of LAFCo Resolution No. 18-19-08 approving the 2019 Legislative Platform was approved by roll call vote:

Ayes: (7) Brown, Gonzalez, Huff, Lee, McCowen, Orth, and Ward  
Absent: (1) Ignacio

## 8. INFORMATION/ REPORT ITEMS

### 8a) Work Plan, Current, and Future Proposals (Video Time: 1:02:30)

EO Hinman presented, noting no new applications had been received and that staff was working on the Weger Pre-Application Request. The Brooktrails Township CSD Administrative Draft has been provided to the District for review, and the Willits MSR/SOI Update is scheduled for the May meeting. Staff expectation is to have both completed by the end of the fiscal year. Comments and questions were offered by Commissioners Ward and Brown.

### 8b) Correspondence (Video Time: 1:05:00)

EO Hinman noted no correspondence to report other than the CALAFCO fee increase notice in 8f.

### 8c) Executive Officer's Report (Video Time: 1:08:02.)

EO Hinman reported on the following:

- Informal inquiries from Grand Jury members regarding the City of Ukiah and Ukiah Valley Sanitation District related to the settlement agreement process between the two entities.
- The EO and Analyst will be attending the CALAFCO Staff Workshop in San Jose April 10-12.

### 8d) Committee Reports (Video Time: 1:10:00)

None.

### 8e) Commissioners Reports, Comments or Questions (Video Time: 1:10:32)

*Vice Chair Orth and Commissioner Gonzalez* noted their upcoming absences and alternates were notified.

*Treasurer Ward* confirmed Commissioners received the financial statements for the FY 2017-18 Audit in the Agenda Packet and provided an update. He noted the Request for Proposal process will begin for an Auditor for the next audit(s).

*Commissioner Rosenberg* noted the Commission has not had recent updates regarding the possible consolidation of the Upper Russian River Water Agency Joint Powers of Authority members or the legal review of Covelo Community Services District relationship with local Tribes.

### 8f) CALAFCO Business and Legislation Report (Video Time: 1:05:19 and 1:15:00)

EO Hinman presented. Comments and questions were offered by Commissioner Gonzalez and Ward.

Staff was directed to distribute the CALAFCO budget and budget approval process to the Commissioners and present at the May 2019 meeting.

## ADJOURNMENT

There being no further business, at 10:10am the meeting was adjourned. The next regular meeting is scheduled for Monday, May 6, 2018 at 9:00am in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.

*Live web streaming and recordings of Commission meetings are now available via the County of Mendocino's YouTube Channel. Links to recordings and approved minutes are also available on the LAFCo website.*

<https://www.youtube.com/watch?v=BNd7EZgBebU>