

# MENDOCINO

## Local Agency Formation Commission

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

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### 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

**Vacant**  
Special District Seat, Alternate

**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 Commission February 5, 2018*  
**MINUTES**

## Local Agency Formation Commission of Mendocino County

### Regular Meeting of Monday, January 8, 2018

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

#### 1. **CALL TO ORDER and ROLL CALL** (Video Time 5:40)

Chair Ward called the meeting to order at 9:04am.

Members Present: Commissioners Carre Brown, Kevin Doble, John McCowen, Theresa McNerlin, Tony Orth, and Jerry Ward

Members Absent: Commissioner Gerardo Gonzalez

Alternate Members Present: Commissioners Carol Rosenberg

Alternate Members Absent: Commissioners Dan Hamburg and Scott Ignacio

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

*(Note changes to County Board of Supervisors appointments to LAFCo for 2018.)*

#### 2. **PUBLIC EXPRESSION** (Video Time 6:10)

No one from the public addressed the Commission.

#### 3. **OTHER BUSINESS** (Video Time 6:23)

No Other Business to discuss.

#### 4. **CONSENT CALENDAR** (Video Time 6:25)

Chair Ward pulled Item 4b) Approval of the December 2017 Claims and Financial Report.

##### 4a) **Approval of the December 4, 2017 Regular Meeting Summary Minutes**

Upon motion by Commissioner McCowen and second by Commissioner Brown, Consent Calendar Item 4a, Approval of the December 4, 2017 Regular Meeting Summary Minutes, was approved by roll call vote:

Ayes: (6) Brown, Doble, McCowen, McNerlin, Orth, and Ward

Absent: (1) Gonzalez

##### 4b) **Approval of the December 2017 Claims and Financial Report**

Chair Ward noted a small edit to the Financial Report and provided an update to the 2018 Lease Contract Renewal for office space at the Ukiah Valley Conference Center. He noted that the updated contract is still pending and the charge for this month is at the proposed new rate; overpayment will be credited in February after negotiations are complete. He also noted a return of application deposit funds in the amount of \$10.00 was due to Millview County Water District and will be shown in February financial reports.

**(Consent Calendar continued...)**

December 2017 Claims totaling:	\$ 12,730.83
Uma Hinman Consulting:	\$ 10,936.75
Ukiah Valley Conference Center:	\$ 456.84
P. Scott Browne:	\$ 691.45
Commissioner Reimbursement	\$ 128.07
County of Mendocino (audio/video, GIS, etc):	\$ 348.78
Petty Cash Reimbursement:	\$ 168.94

Upon motion by Commissioner McCowen and second by Commissioner Brown, the Consent Calendar Item 4b, December 2017 Claims and Financial Report was approved as corrected and with further direction by roll call vote:

Ayes: (6) Brown, Doble, McCowen, McNerlin, Orth, and Ward  
Absent: (1) Gonzalez

**5. PUBLIC HEARING ITEMS – (Video Time 10:59)**

No public hearings in January 2018.

**6. WORKSHOP ITEMS (Video Time 11:05)**

No workshops in January 2018.

**7. MATTERS FOR DISCUSSION & POSSIBLE ACTION**

**7a) Mid-Year Budget and Work Plan Review FY 2017-18 (Video Time: 11:46)**

EO reviewed the staff report. Comments and questions were offered by Commissioners Orth, Ward, Rosenberg, Brown, McCowen, and McNerlin.

The Commission asked for an update on the appropriation fees, responses for the MSR/SOI requests for information, Work Plan progress, and Mutual Water Company profiles.

**8. INFORMATION/ REPORT ITEMS (Video Time: 29:45)**

**8a) Status of Applications, Future Projects, MSR and SOI Updates**

Current & Current Projects

The Millview County Water District pre-application is complete and refund of unspent funds of \$10.00 from the deposit is to be issued.

MSR/SOI Updates

- *Fire District SOI Updates:* Final Workshop tentatively scheduled for March 2018 and Public Hearing to consider approval of all SOI Updates tentatively scheduled for April 2018.
- *City of Willits SOI Update:* LAFCo and City staff continue to coordinate on the draft SOI Update.
- *Brooktrails CSD MSR/SOI Update:* Workshop tentatively scheduled for April 2018.
- *Redwood Coast FPD MSR/SOI Update:* Workshop tentatively scheduled for March 2018.

**8b) Correspondence (Video Time: 38:00)**

Cortese-Knox-Hertzberg Act, December 2017 update was discussed. EO will provide a summary of changes to Commissioners.

**8c) Executive Officer's Report (Video Time: 39:20)**

EO Hinman reported on the following:

- CALAFCO survey related to Commission recommendations regarding consolidation and dissolution was completed and will be used in efforts
- Special District Alternate Seat replacement nominations are due February 15, 2018.
- EO and Analyst are attending a CALAFCO course in January: LAFCo's Evolving Mission; New Laws, Requirements, and Transparency.

**8d) Committee Reports** (Video Time: 40:42)

Neither committee met during the month of December 2017. An Executive Committee is scheduled directly after the January Regular Meeting.

**8e) Commissioners Reports, Comments or Questions** (Video Time: 31:19 and 41:18)

- *Commissioner Brown* noted the passing of Bill Koehler, General Manager of Redwood Valley and Millview County Water Districts. His many accomplishments during his service were noted and he will be greatly missed.
- *Commissioner Orth* noted the Brooktrails CSD invites everyone to attend their January 20, 2018 training.

**8f) CALAFCO Business and Legislation Report** (Video Time: 42:00)

A CALAFCO legislative committee opening is available.

**ADJOURNMENT**

There being no further business, at 9:41am the meeting was adjourned. The next regular meeting is scheduled for Monday, February 5, 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. December 4, 2017*  
<https://www.youtube.com/watch?v=CVwRxblgkFs>