
MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center ◊ 200 South School Street ◊ Ukiah, California 95482
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CHAIR

Richard Shoemaker
Russian River Flood Control
And Water Conservation
Improvement District

Approved by Commission March 2, 2015

VICE CHAIR

John McCowen
County Board
Of Supervisors

SUMMARY MINUTES LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY

Regular Meeting of Monday, February 2, 2015

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

MEMBERS

Dan Hamburg
County Board
Of Supervisors

Call to Order

Chair Shoemaker called the meeting to order at 9:05 AM.

Doug Hammerstrom
Fort Bragg City Council

Roll Call

Holly Madrigal
Willits City Council

Members Present:

Commissioners Dan Hamburg, Doug
Hammerstrom (departed 11:23am), Holly
Madrigal, John McCowen, Theresa McNerlin,
Richard Shoemaker, Gerald Ward

Theresa McNerlin
Ukiah Valley Sanitation District

Members Absent:

None

Jerry Ward
Public Member

Alternate Members Present:

Commissioners Kevin Doble and Angela Silver

ALTERNATE MEMBERS

Carre Brown
County Board
Of Supervisors

Alternate Members Absent:

Carre Brown, (1 Vacancy)

Kevin Doble
Ukiah City Council

Staff Present:

George Williamson, Executive Officer
Colette Metz, Analyst & Elizabeth Salomone, Clerk

Angela Silver
Calpella County Water District

The Oath of Office was presented to Board of Supervisors members.

Vacant
Public Member

The Election for Officers was conducted by George Williamson.

Executive Officer
George Williamson

Upon motion by Commissioner Hamburg and second by Commissioner Hammerstrom, the appointment of Richard Shoemaker as Chair was approved by roll call vote:

Counsel
Scott Browne

Analyst
Colette Metz

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, McNerlin, Shoemaker and Ward

Commission Clerk
Elizabeth Salomone

Upon motion by Commissioner Madrigal and second by Commissioner McNerlin, the appointment of John McCowen as Vice Chair was approved by roll call vote:

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

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, McNerlin, Shoemaker and Ward

Upon motion by Commissioner McCowen and second by Commissioner Madrigal, the appointment of Jerry Ward as Treasurer was approved by roll call vote:

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, McNerlin, Shoemaker and Ward

Commission directed staff to research if an Alternate Commissioner can serve as an Officer. Chair Shoemaker indicated the addition of the Treasurer position is planned within the Policies and Procedures update currently underway.

Appointment of Committees was conducted by Chair Shoemaker. Commissioner McNerlin indicated her interest in serving on a LAFCo Committee. The following appointments were made:

Executive Committee: Commissioners Shoemaker, McCowen and Ward

Planning Committee: Commissioners Hamburg, Hammerstrom and McNerlin

Consent Calendar

1. Approval of the Summary minutes of the January 5, 2015 Regular Meeting
2. Authorization for Angela Silver and Theresa McNerlin to attend One-Day UC Davis Extension Course on LAFCo: Planning and Regulating the Boundaries and Service Areas of Cities and Special Districts in California
3. Approval of December 31, 2014 to January 26, 2015 Claims

Commissioner McCowen requested further revisions to the presentation of Contract Staff reporting of time.

Commissioner McNerlin rescinded her vote on the approval of the Summary Minutes of the November 3, 2014 and December 1, 2014 minutes at the January 5, 2015 meeting, noting she was not a Commissioner at the time of those two meetings and should not have voted.

Upon motion by Commissioner McCowen and second by Commissioner Madrigal, Items 1, 2 & 3 were approved by roll call vote:

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, McNerlin, Shoemaker and Ward

Public Expression

4. There was no one from the public who indicated an interest in speaking.

Public Hearing

5. City of Point Arena Municipal Service Review (LAFCo M-2012-02)

Chair Shoemaker noted the original Public Hearing on December 1, 2014 remained open and was considered continued to today's meeting. Bruce Baracco presented the Final MSR for the City of Point Arena. Comments, questions and suggested changes were offered by Commissioners Hamburg, Ward, Madrigal, McCowen, Shoemaker, Hammerstrom, and McNerlin. Commissioner McCowen provided comments in writing that were distributed to all Commissioners and staff present.

Commissioner Hamburg asked if there is a definable deficiency in the water supply for fire protection. Mr. Baracco explained the difficulty in determining and offered recommendations. Commissioner Ward noted an error in the map: the highway labeled “101” to be changed to “1.” Commissioner Madrigal indicated concern of allowable uses of COPS Grant and discussion was held. Commission Hamburg noted that Phil Vince, the new City Manager, is reviewing the contract with the Sheriff. Commissioner McCowen reviewed his written comments and suggested changes.

Chair Shoemaker closed the Public Hearing at 9:50am.

Upon motion by Commissioner Madrigal and second by Commissioner McCowen, the City of Point Arena Municipal Service Review, incorporating changes stated within the meeting, was approved by roll call vote:

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, McNerlin, Shoemaker and Ward

6. City of Willits Municipal Service Review (LAFCo M-2012-01)

Chair Shoemaker noted the original Public Hearing on December 1, 2014 was closed in the January 5th, 2015 meeting. Bruce Baracco presented the Final MSR for the City of Willits. Comments, questions and suggested changes were offered by Commissioners McNerlin, Shoemaker, McCowen, Hammerstrom, Madrigal and Ward. Comments were also offered by Adrienne Moore, Willits City Manager.

Discussion was held regarding a determination requiring a review of the MSR after the current litigation between the City of Willits and Brooktrails Township CSD.

The motion by Commissioner McCowen and second by Commissioner Madrigal for the City of Willits Municipal Service Review incorporating changes as discussed today with the exception to strike Determination 31 was denied by the following roll call vote:

Ayes: Commissioners McNerlin, Madrigal and McCowen
Noes: Commissioners Hamburg, Hammerstrom, Shoemaker and Ward

Upon motion by Commissioner Hammerstrom and second by Commissioner Hamburg, the City of Willits Municipal Service Review with changes as discussed today including Determination 31 was approved by roll call vote:

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, Shoemaker and Ward
Noes: Commissioner McNerlin

Chair Shoemaker called a recess from 10:26am to 10:36am.

Workshop

7. Mendocino County Fire Protection Districts (5 Districts) Municipal Service Review (MSR) (LAFCo File M-2012-06, Part 1)

Hopland Fire Protection District
Leggett Valley Fire Protection District
Long Valley Fire Protection District
Covelo Fire Protection District
Little Lake Fire Protection District

Bruce Baracco reviewed the process for distribution and submission of comments on the Part 1 (5 Districts) MSR. He verified the Fire Districts will have time to review the MSRs at their regular meetings and submit comments. Mr. Baracco anticipates presenting an annotated Public Review Draft MSR at the March 2015 Regular Meeting, with the draft being distributed with the agenda packet.

Comments and questions were offered by Commissioners Shoemaker, McCowen, McNerlin, Hammerstrom, Madrigal, Ward and Hamburg.

Other Matters for Discussion & Possible Action

8. Monthly Financial Report

George Williamson presented the Monthly Financial Report. Comments and questions were offered by Commissioners Ward, Hammerstrom, Shoemaker, and McCowen.

9. Audit Status Update Report

Fiscal Year 12/13 Audit Preparation Status: Commissioner Ward reported Michael Celentano is out of the country and will have more information on the audit at the next meeting.

Fiscal Year 12/13 and 13/14 Audit RFP: George Williamson presented the Financial Audit RFP. Commissioner Ward noted the audits for RFP are actually FY13/14 and FY 14/15 and staff noted the correction.

10. Status of Current and Future Projects

George Williamson presented the Staff Report regarding the status of projects including the City of Ukiah Sphere of Influence update, City of Ukiah detachment of Ukiah Valley Sanitation District served areas, Irish Beach County Water District detachment, Irish Beach County Water District Annexation, and the proposed Russian River Flood Control and Water Conservation Improvement District and the Redwood Valley County Water District annexation/dissolution. He also presented a new inquiry regarding possible reorganization of the Elk Community Services District and the Elk County Water District. Mr. Williamson noted he and Colette Metz will be meeting and visiting a number of District representatives today and tomorrow. Comments and questions were offered by Commissioners Madrigal, Shoemaker, Ward, McNerlin and Hamburg.

Other Items

11. Correspondence

Notice of Nominations for the Special District Risk Management Authority (SDRMA) Board of Directors 2015 Election: Commissioner McNerlin expressed interest in being nominated for this and will proceed through the Ukiah Valley Sanitation District as a Board Member.

12. Commissioners Reports, Comments or Questions

Commissioner Madrigal reported that the City of Willits is exploring the possibility of a recreational district for the Willits area.

13. Executive Officer's Report

George Williamson reported a letter was sent to all Special Districts announcing the election and appointment results, Annual 1099s were issued and he proposed a previously discussed Special Meeting to present LAFCo 101 material and provide an opportunity for Legal Counsel, Scott Brown, to meet with the Commission. Commissioner Hamburg offered to assist Staff by exploring the options for video conferencing.

Commissioner Hammerstrom departed at 11:23am and Alternate Commission Kevin Doble was immediately seated.

14. Legislation Report -None to report

Addendum to Agenda

15. LAFCo Office Lease Renewal

George Williamson and Richard Shoemaker presented the proposed office lease with the Ukiah Valley Conference Center. Legal Counsel Scott Brown reviewed the lease. Comments and questions were offered by Commissioners Ward and McNerlin. Commissioner Ward noted the rent amount and the work room details need to be added to the contract before approval.

Upon motion by Commissioner Ward and second by Commissioner McNerlin, the UVCC Office Lease Contract, incorporating changes stated within the meeting, was approved by roll call vote:

Ayes: Commissioners Doble, Hamburg, Madrigal, McCowen, McNerlin, Shoemaker and Ward

Adjournment

There being no further business, at 11:40am the meeting was adjourned to the next regular meeting on Monday, March 2, 2015 at 9:00 AM in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.

Respectfully Submitted,

George Williamson
Executive Officer