

# 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

**Vacant**  
Special District seat

**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

**Richard Weinkle, Alternate**  
Public Member

**John Haschak, Alternate**  
County Board of Supervisors

### **STAFF**

**Executive Officer**  
Uma Hinman

**Analyst**  
Larkyn Feiler

**Commission Clerk**  
Kristen Meadows

**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, Ukiah

*Approved by Executive Committee March 10, 2021*

## Executive Committee Meeting Minutes

August 13, 2020, 9:00 a.m.

Meeting held remotely via Zoom due to pandemic.

### **1. CALL TO ORDER & ROLL CALL**

Chair Carre Brown called the meeting to order at 9:02 a.m.

Members Present: Commissioners Carre Brown, Tony Orth and Scott Ignacio

Staff Present: Executive Officer Uma Hinman, Analyst Larkyn Feiler, Legal Counsel Scott Browne

### **2. PUBLIC EXPRESSION - None**

*Item 4d was discussed out of order due to member of the public waiting to speak to item (time 9:04 a.m.)*

### **4. MATTERS FOR DISCUSSION & POSSIBLE ACTION**

#### **4d) Proposed Indemnity Revisions**

Staff briefly presented the City of Ukiah's proposed revisions to the indemnification agreement. Phil Williams, City of Ukiah Special Counsel, elaborated on the proposed revisions, expressing concern with legality of the indemnity agreement language. Counsel Browne recommended the Executive Committee consider the request and make a recommendation to the full Commission for consideration. Upon direction from the Commission, Counsel Browne would draft a revised indemnity.

Upon suggestion from Commissioner Ignacio, and second by Commissioner Orth, staff was unanimously directed to make no changes to the indemnity at this time and to report to the Commission on the matter at the next regular meeting.

*THE EXECUTIVE COMMITTEE ADJOURNED TO CLOSED SESSION AT 9:37 A.M.*

### **3. CLOSED SESSION**

#### **3a) Conference with Legal Counsel - Anticipated Litigation**

Pursuant to Government Code Section 54956.9(d)(2) – Anticipated Litigation: significant exposure to litigation - two cases.

*THE EXECUTIVE COMMITTEE RETURNED TO OPEN SESSION AT 10:12 A.M.*

Report out from Closed Session - direction was given to staff.

#### **4. MATTERS FOR DISCUSSION & POSSIBLE ACTION**

##### **4a) Approval of the February 24, 2020 Executive Committee Minutes**

Commissioner Brown noted corrections to add, "Report out of Closed Session...". Upon motion by Commissioner Orth and second by Commission Ignacio, the February 24, 2020 meeting minutes were unanimously approved with noted change.

##### **4b) Consultant Lists**

The Executive Committee discussed the draft list of consultants for use in soliciting requests for qualifications/proposals (RFQ/RFP) for municipal service reviews, spheres of influence updates and CEQA analyses. Direction was given to staff that any requests for qualifications or proposals should include a requirement for consultant disclosure of any work performed for the relevant agency(ies). Upon motion by Commissioner Orth and second by Commissioner Ignacio, the list of consultants was unanimously approved.

##### **4c) Fee Schedule Update**

Staff was directed to prepare an analysis of staff billing rates and take the proposed rates to the Commission. If not ready for the September 14<sup>th</sup> regular meeting of the Commission, staff was directed to report to the Commission on the matter.

##### **4e) Electronic Signature Policy**

Noting the continued pandemic conditions for an unknown length of time, the Executive Committee directed staff to work with the Policy & Procedures Committee to develop a policy for electronic signatures for Commission consideration.

##### **4f) Items for Future Meetings**

Commissioner Orth requested a discussion and review of the CSA 3 and potential questions to legal counsel on the next agenda to clarify whether the County needs to go through LAFCo process for activation of latent powers. Staff was directed to work with Commissioner Orth on a legal opinion request regarding LAFCo's jurisdiction of CSAs.

#### **5. Executive Officer Report**

Nothing additional to report.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 10:33 A.M.