

MENDOCINO

Local Agency Formation Commission

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

Telephone: (707) 463-4470 | Fax: (707) 462-2088 | E-mail: eo@mendolafco.org | Web: www.mendolafco.org

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

Dan Hamburg
County Board of Supervisors

Theresa McNerlin
Ukiah Valley Sanitation District

Tony Orth
Brooktrails Township CSD

Scott Ignacio, Alternate
Point Arena City Council

John McCowen, Alternate
County Board of Supervisors

Carol Rosenberg, Alternate
Public Member

Angela Silver, Alternate
Calpella County Water 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

A G E N D A

Regular Meeting of Monday, October 2, 2017 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/>).

Staff reports are available online: <http://mendolafco.org/meeting-documents-2017/>

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

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 August 7, 2017 Regular Meeting Summary Minutes

4b) Approval of the August 2017 Claims and Financial Report

4c) Approval of the September 2017 Claims and Financial Report

4d) Approval of Resolution No 2017-18-01 Correcting the Final Map for the North of Ten Mile Annexation to Fort Bragg Rural Fire Protection District

5. PUBLIC HEARING ITEMS – None

(10-2-17 Agenda Continued...)

6. WORKSHOP ITEMS

Workshops are scheduled for Commission review of draft reports prior to the noticing for public hearing. 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-2017/>.

6a) Public Workshop for Elk Community Services District Draft Sphere of Influence (SOI) Update

The Commission will review a Draft SOI Update for the Elk Community Services District. 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 this item. Documents are available for review at <http://mendolafco.org/meeting-documents-2017/>.

7. MATTERS FOR DISCUSSION AND POSSIBLE ACTION

The Policy and Procedures Committee proposals for adoption of the following draft policies:

7a) Annual Legislative Platform Development for 2017

7b) Annexation Tax Negotiations Procedures Update

7c) Budget Adjustment Policy

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)

- SDRMA President's Special Acknowledgement Award received

8c) Executive Officer's Report (Verbal)

8d) Committee Reports (Verbal)

- Policies and Procedures Meeting (September 14, 2017)

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

- Upper Russian River Water Agency (JPA) Update

8f) CALAFCO Business and Legislative Report

- Little Hoover Commission Report

ADJOURNMENT

The next Regular Commission Meeting is scheduled for

Monday, November 6, 2017 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.

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Local Agency Formation Commission

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Commission Clerk
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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

Agenda Item No. 4a

MINUTES

Local Agency Formation Commission of Mendocino County

Regular Meeting of Monday, August 7, 2017

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

CALL TO ORDER and ROLL CALL

Chair Ward called the meeting to order at 9:02am.

Members Present: Commissioners Carre Brown, Kevin Doble, Gerardo Gonzalez, Dan Hamburg, , Tony Orth, and Jerry Ward

Members Absent: Commissioners Theresa McNerlin

Alternate Members Present: Commissioners John McCowen (departed 10:25am) and Carol Rosenberg

Alternate Members Absent: Commissioners Scott Ignacio and Angela Silver

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

PUBLIC EXPRESSION (Video Time: 2:34)

1. Public Expression

Tamara Alaniz, General Manager of the Russian River Flood Control and Water Conservation Improvement District (RRFC) and the Upper Russian River Water Agency Joint Powers of Authority (URRWA JPA), and Willits resident, addressed the Commission. Mrs. Alaniz thanked the Commission for the recent Brown Act & Ethics Training provided through County Counsel and LAFCo sponsorship, expressing interest in future trainings.

Lee Howard, County resident, addressed the Commission expressing concerns regarding the potential project proposal for consolidation of five water districts in the Ukiah Valley.

CONSENT CALENDAR (Video Time: 8:15)

Items 2-6 were pulled from the Consent Calendar for discussion.

Commissioner Brown requested consideration of a more standard template for the agenda and minutes.

2. Approval of the May 1, 2017 Regular Meeting Summary Minutes

The following comments and edits were noted for the May 1, 2017 meeting:

- Commissioner Hamburg verified the edits requested at the June 5, 2017 meeting were incorporated.
- Page 4 of 7, Item 7 motion to read "...and staff **were** directed to schedule a public hearing..."
- Page 5 of 7, Item 10 should read "...and ~~Councilperson~~ **Assembly Member** Woods."

3. Approval of the June 5, 2017 Regular Meeting Summary Minutes

The following comments and edits were noted for the May 1, 2017 meeting:

- Page 2 of 5, Item 3 Claims, clarification on "County Counsel Training" as Brown Act & Ethics training conducted by County Counsel.
- Page 3 of 5, Item 6 first line needs clarification regarding the opening of the public hearing.

4. Approval of the June 2017 Claims

<u>June 2017 claims totaling:</u>	<u>\$17,582.51</u>
Uma Hinman Consulting:	\$ 11,126.46
Ukiah Valley Conference Center:	\$ 474.94
P. Scott Browne:	\$ 500.00
Commission Reimbursements:	\$ 178.08
County of Mendocino, audio/video & GIS	\$ 208.96
Newspapers (public hearing notices)	\$ 370.99
CALFACO	\$ 899.00
Pacific Internet	\$ 979.08
Anderson Valley Ambulance Services, adjustment of fees	\$ 2,845.00

5. Approval of the July 2017 Claims

<u>July 2017 claims totaling:</u>	<u>\$12,263.73</u>
Uma Hinman Consulting:	\$ 9,671.25
Ukiah Valley Conference Center:	\$ 442.48
P. Scott Browne:	\$ 600.00
Pehling & Pehling CPA:	\$ 1,550.00

6. Approval of the County of Mendocino Information Services Contract Renewal (Standard Services Agreement No. EO 17-66)

It was noted the contract language is standard with no changes from last contract. The rate increases were discussed.

7. Approval of the Pehling & Pehling, CPA Contract for FY 2016-17 Audit

8. Savings Bank of Mendocino Authorized Signatures Update for Checking Account

Upon motion by Commissioner Brown and second by Commissioner Gonzalez, Consent Calendar Items 2-8 were approved with noted changes by roll call vote:

Ayes: (6) Brown, Doble, Gonzalez, Hamburg, Orth, and Ward

Absent: (1) McNerlin

WORKSHOP ITEMS

9. Workshop for Comptche Community Service District (CSD) Sphere of Influence Update (Video Time: 19:45)
EO Hinman presented with thanks to Comptche CSD staff, including Michael Schaeffer, for their assistance. Comments and questions were offered by Commissioners Brown, McCowen, Doble, Hamburg, Orth, Ward, and Gonzalez.

Items for staff to address:

- Update on Table 2-2, MSR Determinations #8, Financial Ability of Agency to Provide Services.
- Map expanded to show adjoining district's boundaries and out of district service areas, if possible.
- More current financial information, including annual financial reviews, County Prop 172 and a fundraising line item.
- Possible boundary issues, with regards to access, noted for next MSR update.
- Notation of the out of district service areas addressed in the final multi-district document introduction.
- Note the formation of Mendocino Fire District Association working to identify additional revenue sources for fire services within Mendocino County.

10. Public Workshop for the City of Fort Bragg Municipal Service Review and Sphere of Influence Update (Video Time: 45:30)

EO Hinman presented with thanks to Fort Bragg staff Linda Ruffing, City Manager, and Marie Jones, Community Development Director, and introduced Scott Perkins, Associate Planner in the Community Development Department, in the audience. Comments and questions were offered by Commissioners McCowen and Orth.

Items for staff to address:

- Clarify the discrepancy between the City of Fort Bragg Sphere of Influence boundary and the Fort Bragg Municipal Improvement District No. 1 boundary south of the City limits.
- Review verbiage throughout document for characterization and value statements.
- Include a consolidated list of the capital improvement projects referenced throughout the document.

Commissioner Orth asked for the following comments from Scott Perkins, City of Fort Bragg, to be entered into the record: There are water and sewer services provided in the Noyo Harbor District by the City of Fort Bragg, the City has members on the Harbor District Commission, and there are no current plans by the City of Fort Bragg, the Noyo Harbor District, or the Harbor Commission to improve or expand infrastructure within the Noyo Harbor District, which would prevent increased infrastructure demand within the harbor including off shore oil development.

MATTERS FOR DISCUSSION & POSSIBLE ACTION

11. Draft Legislative Policy (Video Time 57:20)

EO Hinman presented. Comments and questions were offered by Commissioners McCowen, Brown, Orth, and Hamburg.

Upon motion by Commissioner Brown and second by Commissioner Gonzalez, the proposed legislative policy was approved by unanimous vote:

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

10:05am – 10:14am Chair Ward called a short break.

12. CALAFCO Business and Legislation Report (Video Time 1:06:03)

- CALAFCO Letter of support request for SB 448: Edits to the draft letter were noted, including copies sent to Senator McGuire and Assembly Member Wood.
- CALAFCO Letter of opposition ratification for AB 1361: Upon motion by Commissioner Orth and second by Commissioner Brown, the support letter for SB 448, as amended, was approved and the opposition letter for AB 1361 was ratified by unanimous vote:
Ayes: (6) Brown, Doble, Gonzalez, Hamburg, Orth, and Ward
Absent: (1) McNerlin
- CALAFCO 2017 Conference Sand Diego, October 25-27; early registration deadline August 31
Participation was discussed.
- CALAFCO 2017 / 2018 Board of Directors Nominations, due September
No Mendocino LAFCo Commissioners were nominated.
- CALFACO 2017 Annual Achievement Awards nominations open; due August 31
Nominations were discussed and none were offered during the meeting.
- CALFACO Quarterly Report was included in the packet.
- CALFACO Legislative Update (AB 464 Chaptered) was included in the packet.

INFORMATION/ REPORT ITEMS

13. Status of Applications, Future Projects, MSR and SOI Updates (Video Time: 1:23:09)

Current Projects:

- *City of Ukiah Detachment of Ukiah Valley Sanitation District (UVSD) Served Areas* has no progress to report.
- *Fort Bragg Rural Fire Protection District, North of 10 Mile Annexation* is now complete.

Future Projects:

- *Anderson Valley Community Service District activation of Latent Powers to Provide Water and Sewer Services application* is expected to be received within the next 2-3 months.
- *Millview County Water District Annexation* is pending a pre-application, including the Nicolls Annexation.

MSR/SOI Updates

- *Elk Community Services District* SOI update workshop is expected for the next regular meeting. Other fire districts are moving forward.
- *City of Willits* MSR/SOI update continues to make progress.
- *Brooktrails CSD* MSR/SOI update is underway.
- *Fire District SOIs* are continuing; however, fire season is causing delays.

14. Correspondence (Video Time: 1:26:39)

Comments were offered by Commissioner Ward.

15. Executive Officer's Report: (Video Time: 1:27:34)

No comments were offered by Commissioners.

16. Committee Reports (Video Time: 1:27:46)

The Policies & Procedures Committee met July 31, 2017 and presented during Item 11.
Executive Committee meeting scheduled for directly after August 7 Regular meeting.

17. Commissioners Reports, Comments or Questions (Video Time: 1:28:06)

EO Hinman is scheduled to meet with the Upper Russian River Water Agency Joint Powers of Authority General Manager in September for an update.

Commissioner Brown offered information on the Potter Valley Project relicensing.

18. Legislation Report (Video Time: 1:32:45)

No reports.

ADJOURNMENT

There being no further business, at 10:40am the meeting was adjourned. The next regular meeting is scheduled for Monday, September 11, 2017 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. June 5, 2017

<https://www.youtube.com/watch?v=FH8UrdXtIkA>

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: October 2, 2017
 TO: Mendocino Local Agency Formation Commission
 FROM: Uma Hinman, Executive Officer
 SUBJECT: Financial Report and Claims for August 2017

Claims The following claims are recommended for payment authorization:

Name	Account Description	Amount	Total
Hinman & Associates	5300 Basics Services	\$ 7,742.50	\$ 12,899.80
	6200 Bookkeeping	\$ 10.50	
	7001 MSRs	\$ 1,332.50	
	7501 SOI Updates	\$ 587.50	
	5601 Office Supplies	\$ 50.00	
	6750 Travel & Lodging Expenses	\$ 533.80	
	6800 Conference Registrations	\$ 2,125.50	
	8017 Millview CWD Pre Application	\$ 517.50	
Ukiah Valley Conf. Center	5502 Office space	\$ 404.00	\$ 480.24
	5503 Work room	\$ 30.00	
	5603 Photocopy - (April and May)	\$ 44.40	
	5605 Postage - (April and May)	\$ 1.84	
P. Scott Browne	6300 Legal Counsel	\$ 600.00	\$ 600.00
	Monthly flat fee (August 2017)		
Commissioner Reimbursements	6740 In-County Travel & Stipends:		\$ 128.08
	Rosenberg (August 2017)	\$ 51.08	
	McNerlin (Absent August 2017)	-	
	Orth (August 2017)	\$ 77.00	
	Silver (Absent August 2017)	\$ -	
County of Mendocino	6000 Video Recording of Meetings	\$ -	\$ 273.52
	7501 GIS Mapping	\$ 273.52	
Total:			\$ 14,381.64

Notes: None

Other Financial Activity:

8/24/17 \$1,500 deposit received for the Millview County Water District Pre-application.

Attachments: Budget Track Spreadsheet
 Hinman & Associates Consulting Invoice & Scott Browne Invoice

Please note that copies of all invoices, bank statements, and petty cash register were forwarded to Commission Treasurer.

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: October 2, 2017
 TO: Mendocino Local Agency Formation Commission
 FROM: Uma Hinman, Executive Officer
 SUBJECT: Financial Report and Claims for September 2017

Claims The following claims are recommended for payment authorization:

Name	Account Description	Amount	Total
Hinman & Associates Consulting	5300 Basics Services	\$ 4,286.25	\$ 7,502.00
	6200 Bookkeeping	\$ 819.00	
	7001 MSRs	\$ 1,155.50	
	7501 SOI Updates	\$ 218.75	
	5601 Office Supplies	\$ 50.00	
	8017 MCWD Pre-Application	\$ 972.50	
Ukiah Valley Conf. Center	5502 Office space	\$ 404.00	\$ 434.00
	5503 Work room	\$ 30.00	
	5603 Photocopy - TBA		
	5605 Postage - TBA		
P. Scott Browne	<u>6300 Legal Counsel</u>	\$ 600.00	\$ 600.00
	Monthly flat fee		
County of Mendocino	6000 Video Recording of Meetings	\$ 259.02	\$ 557.40
	7501 GIS Mapping	\$ 298.38	
Total:			\$ 9,093.40

TBA: Invoice due to be received after agenda packet distribution but before meeting.
 Revised total will be provided verbally by staff during the meeting.

Notes:

- none

Other Financial Activity:

- none

Attachments: Budget Track Spreadsheet
 H&A Invoice, Scott Browne Invoice

Please note that copies of all invoices, bank statements, and petty cash register were forwarded to Commission Treasurer.

Mendocino Local Agency Formation Commission
 FY 2017-18 Budget and Application Tract

Acct #	Task	FY 16-17 Budget	July	August	Sept	1st Qtr Subtotals	Year to Date	Remaining Budget
EXPENSES								
5300	Basic Services - EO/Analyst/Clerk	\$66,815	\$3,514.25	\$7,742.50	\$4,286.25	\$15,543.00	\$15,543.00	\$51,272.00
5500	Rent	\$5,360	\$434.00	\$434.00	\$434.00	\$1,302.00	\$1,302.00	\$4,058.00
5600	Office Expenses	\$3,350	\$58.48	\$96.24	\$50.00	\$204.72	\$204.72	\$3,145.28
5700	Internet & Website Costs	\$1,300				\$0.00	\$0.00	\$1,300.00
5900	Publication & Legal Notices	\$2,000				\$0.00	\$0.00	\$2,000.00
6000	Televising Meetings	\$3,000	\$0.00		\$259.02	\$259.02	\$259.02	\$2,740.98
6100	Audit Services	\$3,100	\$1,550.00			\$1,550.00	\$1,550.00	\$1,550.00
6200	Bookkeeping	\$4,800	\$784.50	\$10.50	\$819.00	\$1,614.00	\$1,614.00	\$3,186.00
6300	Legal Counsel (S Browne)	\$7,200	\$600.00	\$600.00	\$600.00	\$1,800.00	\$1,800.00	\$5,400.00
6400	A-87 Costs County Services	\$1,100				\$0.00	\$0.00	\$1,100.00
6500	Insurance - General Liability	\$1,000				\$0.00	\$0.00	\$1,000.00
6600	Memberships (CALAFCO/CSDA)	\$2,200				\$0.00	\$0.00	\$2,200.00
6670	GIS Contract with County	\$5,000		\$273.52	\$298.38	\$571.90	\$571.90	\$4,428.10
6740	In-County Travel & Stipends	\$2,000	\$0.00	\$128.08		\$128.08	\$128.08	\$1,871.92
6750	Travel & Lodging Expenses	\$4,000		\$533.80	\$0.00	\$533.80	\$533.80	\$3,466.20
6800	Conferences (Registrations)	\$3,000		\$2,125.50		\$2,125.50	\$2,125.50	\$874.50
7000	Work Plan (MSRs and SOIs)	\$45,000	\$5,322.50	\$1,920.00	\$1,374.25	\$8,616.75	\$8,616.75	\$36,383.25
Monthly/ Year to Date Totals		\$160,225.00	\$12,263.73	\$13,864.14	\$8,120.90	\$34,248.77	\$34,248.77	\$125,976.23
APPLICATIONS								
		DEPOSIT	July	August	Sept	1st Qtr Subtotals	Year to Date	Remaining Budget
A-2009-8001	Irish Beach WD Moores Annexation	\$-610.56				\$0.00	\$0.00	\$-610.56
P-2014-8010	City of Ukiah Detachment of UVCS D lands	\$1,532.75				\$0.00	\$0.00	\$1,532.75
P-2017-8017	Millview CWD Annexation	\$1,500.00		\$517.50	\$972.50	\$0.00	\$1,490.00	\$10.00
Applications to Date Totals		\$922.19	\$0.00	\$517.50	\$972.50	\$1,490.00	\$0.00	
EXPENSES AND APPLICATION TOTALS			\$12,263.73	\$14,381.64	\$9,093.40	\$35,738.77	\$34,248.77	

Operations (Checking) Account Balance \$ 33,285.40 as of 8/31/17 statement
 Legal Reserve Balance \$ 50,000.00 as of 8/31/17 statement
 Operations Reserve Balance \$ 40,249.74 as of 8/31/17 statement

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: October 2, 2017
TO: Mendocino Local Agency Formation Commission
FROM: Uma Hinman, Executive Officer
SUBJECT: Resolution No. 2017-18-01 Correcting the Final Map for the North of Ten Mile Annexation to Fort Bragg Rural Fire Department

Background

The Fort Bragg Rural Fire Protection District North of Ten Mile Annexation final map was approved by the Commission on May 6, 2014 (LAFCo Resolution No. 12-13-04). The map was submitted and accepted by the Board of Equalization on July 9, 2014. Later discussions with County GIS and Surveyor identified errors on the final map consisting of several erroneous notes on the map and a section of misidentified District boundary lines. The errors have been corrected and a corrective resolution and the final map is attached. No change to the Board of Equalization map will be necessary.

In fixing the map, no changes to the terms and conditions of annexation approval will be necessary. By adopting a corrective resolution for the new map, the administrative record will be clear and complete.

Recommendation

Staff recommends the Commission approve and adopt Resolution No. 2017-18-01 correcting the final map for the North of Ten Mile Annexation to Fort Bragg Rural Fire Department.

Attachments

- a) Resolution 12-13-04
- b) Draft Resolution 2017-18-01

**MENDOCINO
LOCAL AGENCY FORMATION COMMISSION**

LAFCo Resolution No. 12-13-04

**A RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY
APPROVING THE NORTH OF TEN MILE RIVER ANNEXATION TO THE
FORT BRAGG RURAL FIRE PROTECTION DISTRICT
AND
AMENDING THE FORT BRAGG RURAL FIRE PROTECTION DISTRICT
SPHERE OF INFLUENCE**

LAFCo File No. A-2012-04

WHEREAS, a Resolution of Application initiating the proposed annexation was adopted by the Board of Directors of the Fort Bragg Rural Fire Protection District on November 28, 2012 pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 *et seq.*); with said territory assigned the short-term designation as the "North of Ten Mile River Annexation;" and

WHEREAS, the annexation application was deemed complete by the Executive Officer; was referred to local and affected agencies for comments and recommendations; and was analyzed and presented to the Commission in the Executive Officer's Report ; and

WHEREAS, a duly noticed public hearing was conducted by the Commission on May 6, 2013; and at said hearing the Commission heard and received all oral and written comments relating to the annexation proposal; and

WHEREAS, the annexation proposal originally consisted of 66 parcels of record comprising approximately 900 acres, to which the Commission added three parcels of record comprising 300 acres, making the final annexation area a total of 1,200 acres; and

WHEREAS, said annexation territory is contiguous to the existing northern boundary of the Fort Bragg Rural Fire Protection District and is an inhabited annexation having more than 12 registered voters, but does not have 100% consent of the property owners or registered voters; and

WHEREAS, the boundary of the annexation territory is further defined in map form attached hereto as Exhibit A, and by legal description attached hereto as Exhibit B, and

WHEREAS, the three added parcels of record are not within the adopted Sphere of Influence of the Fort Bragg Rural Fire Protection District, thereby necessitating a Sphere of Influence Amendment; and

WHEREAS, the Commission reviewed and considered a Negative Declaration prepared according to the California Environmental Quality Act (CEQA) Guidelines, and directed that the Negative Declaration be amended to address the addition of three parcels to the annexation area and the comments of the Westport Volunteer Fire Department.

NOW, THEREFORE, the Local Agency Formation Commission of Mendocino County does hereby RESOLVE, DETERMINE, and ORDER as follows:

1. The annexation of 1,200 acres known as the North of Ten Mile River Annexation to the Fort Bragg Rural Fire Protection District is hereby approved subject to a Protest Hearing conducted by the Executive Officer in Fort Bragg, California pursuant to Government Code Section 57075.
2. All relevant factors pursuant to Government Code Section 56668 have been considered.
3. The boundaries of the annexation are approved as shown in Exhibit A and Exhibit B, attached hereto.
4. The Fort Bragg Rural Fire Protection District Sphere of Influence is hereby amended by adding Assessor Parcel Numbers 015-130-56, 015-130-57 and 015-140-62 to the Sphere of Influence, and by adoption of the Sphere of Influence Amendment Determinations required by Government Code Section 68162 as described in Exhibit C, attached hereto.
5. A Negative Declaration dated May 2013 is hereby adopted for the proposed project as detailed in the amended pages to the Negative Declaration, attached hereto as Exhibit D.
6. The annexation is subject to the following terms and conditions:
 - a. Upon completion of the annexation, no property taxes will be transferred to the Fort Bragg Rural Fire Protection District. Assessment fees (special taxes) already specified by the Fort Bragg Rural Fire Protection District may be applied to the annexation territory.
 - b. The boundary description shall be as approved by the County Surveyor and shall meet the requirements of the State Board of Equalization.
 - c. Upon verification that a majority protest has not been certified, the project proponents shall make payments for any remaining processing fees, State Fish and Wildlife Section 711.4 fees to file the environmental document, and State Board of Equalization filing fees.

The foregoing Resolution was passed and duly adopted at a regular meeting of the Local Agency Formation Commission of Mendocino County held on this 6th day of May, 2013, by the following vote:

AYES: Commissioners Carre Brown, Dan Hamburg, Doug Hammerstrom, Michael Kisslinger, Guinness McFadden, Mari Rodin, and Richard Shoemaker

NOES: None

ABSTAIN: None

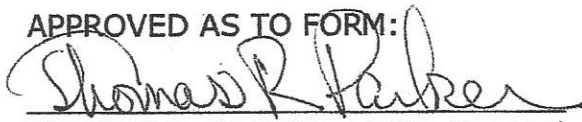
ABSENT: None


RICHARD SHOEMAKER, Chair

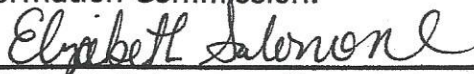
ATTEST:

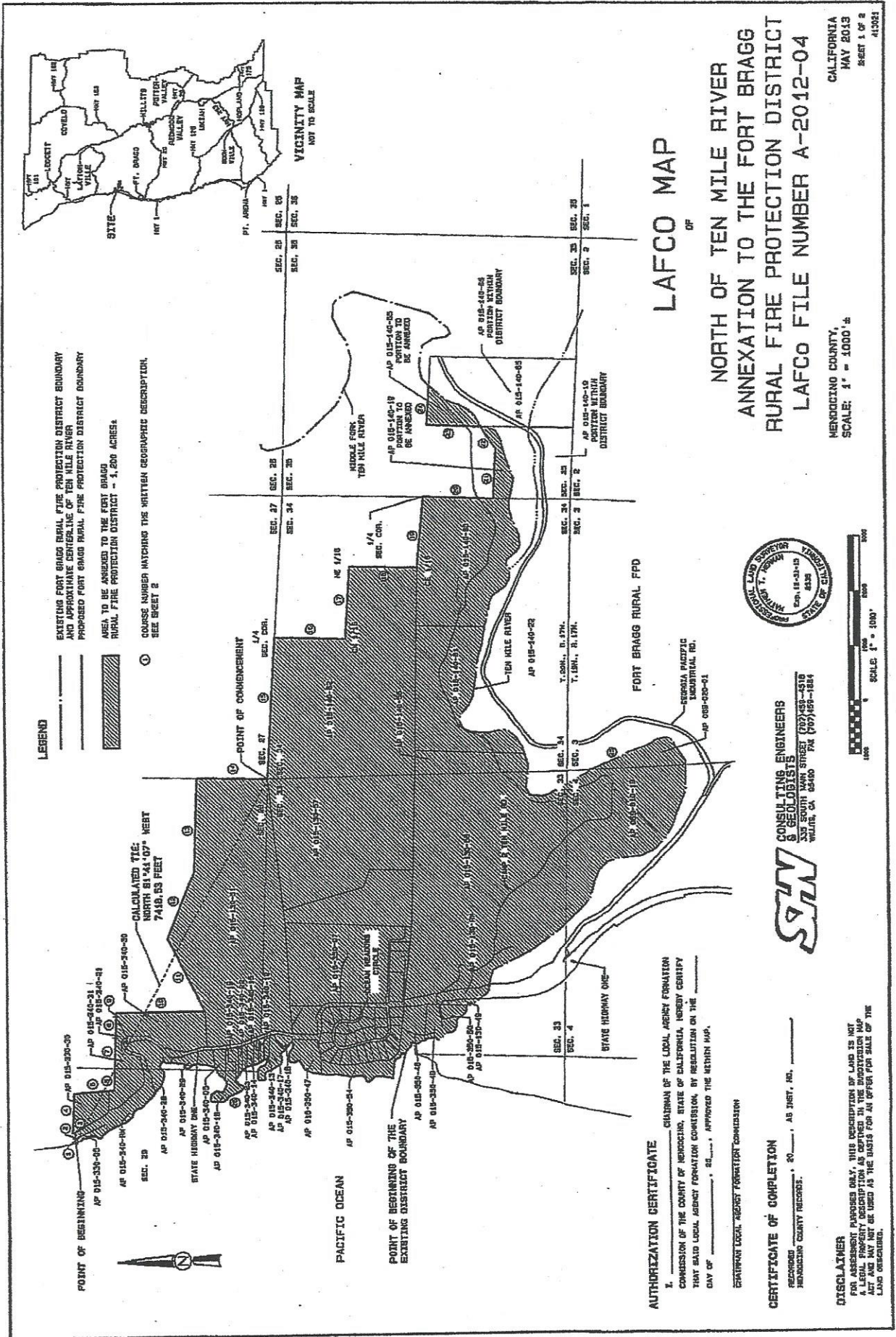

BRUCE C. BARACCO, Executive Officer

APPROVED AS TO FORM:


THOMAS R. PARKER, LAFCo Counsel

This Document is a true and accurate copy of the Original Resolution adopted by the Mendocino Local Agency Formation Commission.


Elizabeth Salomone, Commission Clerk
Dated: June 11, 2014



LEGEND

- EXISTING FORT BRAGG RURAL FIRE PROTECTION DISTRICT BOUNDARY AND APPROPRIATE CENTERLINE OF TEN MILE RIVER
- PROPOSED FORT BRAGG RURAL FIRE PROTECTION DISTRICT BOUNDARY
- AREA TO BE ANNEXED TO THE FORT BRAGG RURAL FIRE PROTECTION DISTRICT - 1,200 ACRES
- COURSE NUMBER MATCHING THE WRITTEN GEOGRAPHIC DESCRIPTION. SEE SHEET 2

POINT OF BEGINNING
 AP 015-330-00
 AP 015-330-01
 AP 015-340-01
 AP 015-340-02
 AP 015-340-03
 AP 015-340-04
 AP 015-340-05
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 AP 015-340-99
 AP 015-340-100

AUTHORIZATION CERTIFICATE
 I, _____ CHAIRMAN OF THE LOCAL AGENCY FORMATION COMMISSION OF THE COUNTY OF MONOCINGO, STATE OF CALIFORNIA, HEREBY CERTIFY THAT SAID LOCAL AGENCY FORMATION COMMISSION, BY RESOLUTION ON THE DAY OF _____, 20____, APPROVED THE WITHIN MAP.
 CHAIRMAN LOCAL AGENCY FORMATION COMMISSION

CERTIFICATE OF COMPLETION
 RECORDED _____, 20____, AS INST. NO. _____
 MONOCINGO COUNTY RECORDS.



SAW CONSULTING ENGINEERS & GEOLOGISTS
 330 SOUTH MAIN STREET (707)435-1810
 WILSON, CA 95406 FAX (707)435-1814

DISCLAIMER
 FOR ASSESSMENT PURPOSES ONLY, THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS OBTAINED IN THE DESCRIPTION MAP ACT, AND MAY NOT BE USED AS THE BASIS FOR AN OFFICIAL MAP OF THE LAND DESCRIBED.

MONOCINGO COUNTY, CALIFORNIA
 SCALE: 1" = 1000'
 MAY 2013
 SHEET 1 OF 2
 413021

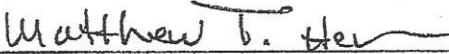
Land Description

All that real property located in Sections 28, 29, 33, 34, & 35 in Township 20 North, and Sections 3 & 4 in Township 19 North, Range 17 West, Mount Diablo Baseline and Meridian, in the unincorporated portion of Mendocino County, California, described as follows:

Commencing at the Section Corner common to Sections 27, 28, 33 and 34; Thence North $61^{\circ}41'07''$ West 7418.53 feet to the POINT OF BEGINNING said point being the intersection of the mean high tide line of the Pacific Ocean and the northerly line of that parcel conveyed by Deed recorded as Document 2002-19950, Official Records of Mendocino County (O.R.);

- 1) Thence, along said northerly line, East 81.00 feet to the westerly line of California State Route 1;
- 2) Thence East 104.58 feet to the easterly line of said State Route;
- 3) Thence, along said easterly line, North $07^{\circ}02'00''$ West 43.47 feet to the northwesterly corner of that parcel conveyed by Deed recorded as Document 2008-13178, O.R.;
- 4) Thence, along the northerly line of said parcel, South $87^{\circ}57'30''$ East 706.17 feet to the northeasterly corner of said parcel;
- 5) Thence, along the easterly line of said parcel, South $04^{\circ}18'21''$ East 714.45 feet to the northerly line of that parcel conveyed by Deed recorded in Book 2422, Page 13 O.R.;
Thence, along said northerly line, the following two courses:
 - 6) South $87^{\circ}57'30''$ East 325.64 feet;
 - 7) South $87^{\circ}48'50''$ East 628.00 feet to the northwesterly corner of that parcel conveyed by Deed recorded as Document 1998-19699 O.R.;
 Thence, along the northerly line of said parcel, and the northerly line of the parcel conveyed by Deed recorded in Book 1994, Page 466 O.R. (Parcel Two), the following two courses, respectively:
 - 8) South $87^{\circ}48'50''$ East 381.00 feet;
 - 9) South $87^{\circ}48'50''$ East 70.45 feet to the northeasterly corner of said parcel;
- 10) Thence, along the easterly line of said parcel, South $00^{\circ}17'51''$ West 1595.31 feet to the northerly line of that parcel conveyed by Deed recorded in Book 1848, Page 340 O.R.;
Thence, along the northwesterly, northeasterly, and northerly lines of said parcel, the following three courses:
 - 11) North $62^{\circ}58'39''$ East 1458.61 feet;
 - 12) South $68^{\circ}29'37''$ East 1325.21 feet;
 - 13) South $87^{\circ}47'48''$ East 1686.02 feet to the northeasterly corner of said parcel;
- 14) Thence, along the easterly line of said parcel, being the line common to Sections 27 and 28, South $00^{\circ}57'34''$ West 1288.42 feet to the corner common to Sections 27, 28, 33 and 34;
Thence, along the northerly and easterly lines of the parcel conveyed by Deed recorded as Document 2012-11746, O.R., the following four courses:
 - 15) South $86^{\circ}35'33''$ East 2569.52 feet to the $\frac{1}{4}$ corner common to said Sections 27 and 34;
 - 16) South $01^{\circ}31'47''$ West 1289.96 feet to the CN 1/16 corner of said Section 34;
 - 17) South $86^{\circ}42'23''$ East 1290.94 feet to the NE 1/16 corner of said Section 34;
 - 18) South $01^{\circ}14'57''$ West 1242.03 feet to the CE 1/16 corner of said Section 34;

- 19) Thence, South 84°55'43" East 1316.23 feet to the ¼ corner common to said Sections 34 and 35;
- 20) Thence, along the line common to Sections 34 and 35, South 02°04'20" West 1281.46 feet;
- 21) Thence, leaving said common line, South 86°57'40" East 905.40 feet;
- 22) Thence North 55°40'20" East 482.36 feet to the line dividing the East ½ and West ½ of the South West ¼ of Section 35;
- 23) Thence along said line, North 01°50'20" East 981.62 feet to the East-West centerline of Section 35;
- 24) Thence, along said centerline, South 86°38'40" East to the centerline of the fork commonly known as the Middle Fork of Ten Mile River and the existing boundary of the Fort Bragg Rural Fire Protection District;
- 25) Thence along the centerline of said fork of river and Ten Mile River, generally in a westerly direction, and along the northerly boundary of the Fort Bragg Rural Fire Protection District to the intersection of the mean high tide line of the Pacific Ocean and the Point of Beginning of the existing district boundary;
- 26) Thence leaving said district boundary, generally in a northerly direction, along said mean high tide line to the Point of Beginning and the end of the description of the parcels to be annexed. Containing 1,200 acres, more or less.


5/30/13
 Matthew T. Herman, PLS 8335 Date
 SHN Consulting Engineers & Geologists, INC.



Sphere of Influence Amendment Determinations

Fort Bragg Rural Fire Protection District

Pursuant to Government Code Section 68162, the following determinations have been adopted by the Commission:

1. The present and planned land uses in the area, including agricultural and open-space lands.

The three additional parcels of record being added to the Fort Bragg Rural Fire District Sphere of Influence (SOI) consist of agricultural and residential users. These uses are consistent with, and similar to, other adjacent parcels within the current SOI. No adverse effects have been identified by amending the Sphere.

2. The present and probable need for public facilities and services in the area.

The Fort Bragg Rural Fire Protection District currently provides structural fire protection to the three parcels being added to the Sphere. The Fire District has demonstrated its ability to provide overall fire protection services to the area.

3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

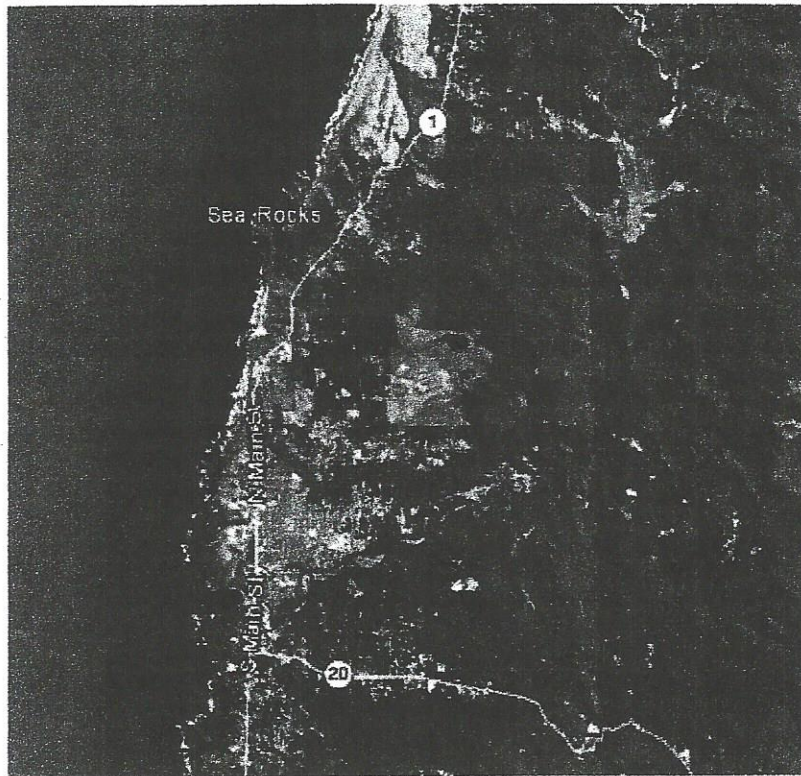
The adequacy of fire protection to serve the SOI Amendment area has been demonstrated by the Fire District. The three parcels being added to the SOI are located within five miles of the District's northernmost apparatus garage, known as the Little Valley Station, which houses a fire truck and two 5,000-gallon water tanks.

4. The existence of any social or economic communities of interest in the area if the Commission determines that they are relevant to the agency.

The SOI Amendment area is oriented directly to the Fort Bragg Rural Fire Protection District and the North of Ten Mile River Annexation. The Amendment area is presently served by the Westport Volunteer Fire Department for all emergency 9-1-1 response calls except for structural fire protection. Upon annexation to the Fort Bragg Rural Fire Protection District, these three parcels will no longer be served by the Westport Volunteer Fire Department.

* * * *

Negative Declaration
for the
North of Ten Mile River Annexation



Lead Agency:

Fort Bragg Rural Fire Protection District
141 North Main Street
Fort Bragg, CA 95437

Prepared By:

Mendocino LAFCo
Ukiah Valley Conference Center
200 School Street, Suite F
Ukiah, CA 95482

May 2013

D-1

1. Introduction and Project Description

This Project Information, Description, and Environmental Checklist contained herein constitute the contents of an Initial Study in accordance with Section 15063 of the California Environmental Quality Act (CEQA) Guidelines:

Project Title	North of Ten Mile River Annexation
Lead Agency	Fort Bragg Rural Fire Protection District
Contact Information	Chief Steve Orsi Fort Bragg Rural Fire Protection District 141 North Main Street Fort Bragg, CA 95437 707-961-2831 orsi8300@mcn.org
Project Sponsor's Name and Address	Mendocino LAFCo Ukiah Valley Conference Center 200 School Street, Suite F Ukiah, CA 95482 707-463-4470 eo@mendolafco.org

Final Environmental Document

This Negative Declaration dated May 2013, was reviewed and considered by the Commission on May 6, 2013. Corrections to the Draft Negative Declaration consist of underline type for additions, and ~~strikethrough~~ type for deletions.

Project Location

The Fort Bragg Rural Fire Protection District (FBRFPD or District) service area surrounds the City of Fort Bragg in Mendocino County, California. The area proposed for annexation is located north of the Ten Mile River, north of the City of Fort Bragg, and adjacent to the California Coast. (Refer to Figure 1: Vicinity and Location Map)

The proposed annexation includes ~~66~~ 69 parcels of record, consisting of approximately ~~950~~ 1,200 acres north of Ten Mile River. A complete list of parcels included in the annexation is provided in Appendix B.

General Plan Designation

The annexation area is primarily designated Rural Residential (RR), Rangeland, (RL), Forestland (FL), and Open Space (OS).

Zoning

The annexation area is primarily zoned Coastal Rural Residential (RR), Coastal Agriculture (AG), Coastal Timber Production (TP), and Coastal Rangeland (RL).

Surrounding Land Uses

Land uses in the area are primarily rural residential, ranging from low density in the eastern and northern portions of the annexation area and beyond, to higher density residential in the western portion of the proposed annexation area, which follows the coastline. Land uses beyond the annexation area to the north and east are typically forestry-related resources and open space.

Existing Environmental Setting

Located on the Mendocino County coast, the FBRFPD provides fire protection services to the area surrounding the City of Fort Bragg. In general, the District's current boundaries are the Pacific Ocean on the west, Road 409 on the south (just south of Caspar Bridge), and the Ten Mile River on the north. The eastern boundary is approximately eight miles east of the Pacific Ocean. The District is contiguous with the Mendocino Fire Protection District to the south, and is otherwise surrounded by State Responsibility Area (SRA) under the jurisdiction of the California Department of Forestry and Fire Protection (CALFIRE).

The total population within the District is approximately 8,000, with an additional 7,000 residing within the City of Fort Bragg city limits. Additionally, the population can increase significantly during the summer and on weekends with the transient tourist population. The properties within the proposed annexation area are generally located along the State Highway 1 corridor, north of the City of Fort Bragg and nearly five miles south of the community of Westport.

Background and Project Description

The project consists of the annexation of ~~66~~ 69 parcels to better align the boundaries of the FBRFPD with its initial response area, as described in the FBRFPD Sphere of Influence/Municipal Service Review (SOI/MSR) Report prepared and adopted by Mendocino LAFCo in September 2011 (LAFCo Resolution Number 2011-03). The proposed annexation has been reviewed within, and is consistent with that document except for the addition of three parcels which have been added to the annexation area and to the Sphere of Influence. Subsequently, on November 28, 2012, the District Board of Directors adopted a Resolution of Application initiating a proposal to LAFCo for the North of Ten Mile River Annexation. All areas of the proposed annexation are within five miles of the District's northernmost station at the junction of Little Valley Road and State Highway 1, hereafter referred to as the Little Valley Station.

The proposed annexation area encompasses approximately ~~950~~ 1,200 acres, which includes about 30 acres of highway right-of-way, located north of the Ten Mile River, which forms the current northern boundary of the District. The parcels are all currently within the State Response Area (SRA) served by CALFIRE and the Westport Volunteer Fire Department (WVFD), with automatic mutual aid response provided by Fort Bragg Fire Department (FBFD) for structural fire calls. The FBFD, under the auspices of the Joint Powers Authority (JPA) known as the Fort Bragg Fire Protection Authority (FBFPA) provides fire protection services to both the City of Fort Bragg and the FBRFPD (Mendocino LAFCo, 2011). Under the agreement, the City of Fort Bragg and the District have mutually agreed to jointly provide fire services within their respective boundaries.

The proposed annexation area is currently located within State Response Area (SRA) and serviced by CALFIRE, the WVFD, and FBRFPD under a mutual aid agreement. The annexation would align the functional boundary area of the District with its legal services boundary as modified by LAFCo Resolution No. 2011-03 and provide residents of the area a better Insurance Service Office, Inc. (ISO) rating for insurance premium purposes. Service units and capacity will not change with the proposal. The annexation will bring areas into the District where FBRFPD is currently the ~~first or only responder available for emergencies year-round~~ first responder for structural fire protection. The WVFD responds to all other 9-1-1 calls in the area to be annexed. With the annexation, the total full-time population within the District will increase by the number of residents who currently reside in the proposed annexation area, but as previously mentioned, this territory is already within the first response area, as modified on September 11, 2011, for the District and ~~receives~~ will receive services from the FBRFPD on that basis. The annexation reflects LAFCo's analysis and determination contained in the MSR/SOI. [Note: as of March 21, 2013, Howard Forest Dispatch only pages out FBRFPD for structure fires in the proposed annexation area. WVFD is paged out for all 9-1-1 calls in the proposed annexation area.] The current practice of extending structural fire protection services outside of the District boundaries creates a fiscal and equity dilemma for the District, in that services are currently being provided free of charge, which could be construed as a 'gift of public funds.' Annexing this area to the District will eliminate that discrepancy.

Other Public Agencies Whose Approval is Required

Mendocino LAFCo, State Board of Equalization.

Regulatory Guidance

This document is an initial study with supporting environmental studies, which provides justification for a Negative Declaration pursuant to the California Environmental Quality Act (CEQA). This Negative Declaration has been prepared in accordance with the California Environmental Quality Act (CEQA), Public Resources Code Section 21000 et seq., and the State CEQA Guidelines 14 California Code Regulations Section 15000 et seq.

An initial study is conducted by a lead agency to determine if a project may have a significant effect on the environment. In accordance with the CEQA Guidelines Section 15063, an EIR must be prepared if an initial study indicates that the proposed project under review may have a potentially significant impact on the environment. A Negative Declaration may be prepared instead, if the lead agency prepares a written statement describing the reasons why the proposed project would not have a significant effect on the environment, and therefore, why it does not require the preparation of an EIR (CEQA Guidelines Section 15371). According to CEQA Guidelines Section 15070, a Negative Declaration shall be prepared for a project subject to CEQA when either:

- a) *The initial study shows there is no substantial evidence, in light of the whole record before the agency, that the proposed project may have a significant effect on the environment, or*
- b) *The initial study identifies potentially significant effects, but:*
 - (1) *Revisions in the project plans or proposals made by or agreed to by the applicant before the proposed negative declaration is released for public review would avoid the effects or mitigate the effects to a point where clearly no significant effects would occur and;*

16. Traffic and Transportation

Would the project:	Potentially Significant	Less Than Significant With Mitigation	Less Than Significant	No Impact
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?				X
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?				X
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?				X
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?				X
e) Result in inadequate emergency access?				X
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?				X

Discussion

a-g) No Impact: The proposed annexation would not increase traffic generation in the annexed areas, nor would it increase the level of service standards established for the area. FBRFPD currently provides first response services for structural fires to the parcels proposed for annexation under a mutual aid response with CALFIRE. The District utilizes existing roadways to service these areas that are currently outside of the established boundary. No new development is proposed with the project that would increase the existing traffic counts or change air traffic patterns. No new roadways, parking facilities or modifications to existing roadways are proposed or necessary as a result of the proposed annexation. There are no impacts to transportation or traffic associated with the proposed annexation.

Appendix B

APN	OWNER	MAILING ADDRESS	CITY	STATE	ZIP	PROPERTY ADDRESS	CITY
PARCELS SUBJECT TO ANNEXATION							
01513049	SILVIO MICHAEL V TTEE /	636 LOMITA CT	STANFORD	CA	94305	29000 NO HWY 1	FB
01513051	W & C REALTY CORPORATION	PO BOX 430	MIDDLEBURY	VT	05753	30501 NO HWY 1	FB
01513058	OLSON FAITH TTEE	32000 CAMP 2 10 MI RD	FORT BRAGG	CA	95437	CAMP 2 TEN MILE RD	FB
01514056	OLSON FAITH TTEE	32000 CAMP 2 10 MI RD	FORT BRAGG	CA	95437		
01533005	COUNTY OF MENDOCINO	501 LOW GAP RD RM 1090	UKIAH	CA	95482		
01533030	AVERILL JOSEPH M & KATHY A	31101 N HIGHWAY 1	FORT BRAGG	CA	95437	31101 NO HWY 1	WE
01534005	WOODS CRAIG F & JOAN Z	PO BOX 567	FORT BRAGG	CA	95437	30320 NO HWY 1	FB
01534012	WOODS CRAIG F & JOAN Z	PO BOX 567	FORT BRAGG	CA	95437	30180 NO HWY 1	FB
01534013	ROSE ROGER & ANGELA 3/4	295 CINNABAR WAY	HERCULES	CA	94547	30150 NO HWY 1	FB
01534014	WOODS CRAIG F & JOAN Z TTEES	PO BOX 567	FORT BRAGG	CA	95437	30220 NO HWY 1	FB
01534015	HAUN JOHN MICHAEL TTEE	181 CORONADO AVE	SAN CARLOS	CA	94070	30200 NO HWY 1	FB
01534016	ROUGHTON GAIL TTEE	1505 ESTATES CT	YUBA CITY	CA	95993	30100 NO HWY 1	FB
01534017	DEAVENPORT DERYL	30120 N HWY 1	FORT BRAGG	CA	95437	30120 NO HWY 1	FB
01534018	LAMBETH HAROLD D & CORLENE B T	30290 N HWY 1	FORT BRAGG	CA	95437	30290 NO HWY 1	FB
01534019	MORRILL JOHN R	7171 FLANNERY RD	RIO VISTA	CA	94571	30260 NO HWY 1	FB
01534021	GOODELL ROBERT R JR & BARBARA	PO BOX 74	BOONVILLE	CA	95415	31100 NO HWY 1	FB
01534022	BARKER ROBERT W & TERESA M	2050 BLACK OAK RD	AUBURN	CA	95602	30240 NO HWY 1	FB
01534023	HECKENLAIBLE JESSE E & GAYLE D	PO BOX 2311	FORT BRAGG	CA	95437	30230 NO HWY 1	FB
01534028	WILSON JAYNE T	8920 OAKE PARK AVE	NORTHBRIDGE	CA	91325	30551 NO HWY 1	FB
01534029	DENNIS STEVEN L & KRISTINA L T	PO BOX 179	MAXWELL	CA	95955	30400 NO HWY 1	FB
01534030	MILLER JAMES N & NANCY F TTEES	PO BOX 1747	POTTSBORO	TX	75076	30501 NO HWY 1	FB
01534031	WILSON ROBERT LEE & JAYNE T	8920 OAKE PARK AVE	NORTHBRIDGE	CA	91325	31001 NO HWY 1	FB
01535007	MCGUIRE JAMES I & BARBARA	22501 BALD HILL RD	FORT BRAGG	CA	95437	29901 NO HWY 1	FB
01535008	HADLOW BERNEICE TTEE	32061 N HWY 1	FORT BRAGG	CA	95437	32061 NO HWY 1	WE
01535010	THEISS RAYMOND	PO BOX 2495	FORT BRAGG	CA	95437		
01535014	WALKER R STEPHEN & JANICE S TT	32982 OCEAN MEADOWS CIR	FORT BRAGG	CA	95437	OCEAN MEADOWS CIR	FB
01535015	MILLER TERESA & CADE TTEES 1/4	1265 EAST LINDO AVE	CHICO	CA	95926	OCEAN MEADOWS CIR	FB
01535016	RIDENHOUR WILLIAM	32962 OCEAN MEADOW CIR	FORT BRAGG	CA	95437	OCEAN MEADOWS CIR	FB
01535017	AZAD ANEES A & BARBARA ANN COT	303 ADAMS ST #406	OAKLAND	CA	94610	OCEAN MEADOWS CIR	FB
01535018	BAYLIN REAL ESTATE LLC	PO BOX 2051	SEBASTOPOL	CA	95473	OCEAN MEADOWS CIR	FB
01535019	WALLIN ELSIE TTEE	32932 OCEAN MEADOWS CIR	FORT BRAGG	CA	95437	OCEAN MEADOWS CIR	FB
01535020	PRENGAMAN GEORGE E & DORIA C	7700 W 83RD ST	PLAYA DEL REY	CA	90293	OCEAN MEADOWS CIR	FB
01535021	BEAVER GREG DONALD & WENDY E T	630 SPANISH CANYON DR	UKIAH	CA	95482	OCEAN MEADOWS CIR	FB
01535022	AKHTAR CAPITAL LIMITED PARTNER	4225 RIDGEHAVEN RD	FORT WORTH	TX	76116	OCEAN MEADOWS CIR	FB
01535023	GUARDINO GARY M & SHARON L TTE	HCOI 634	KAUNA KAKI	HI	96748	OCEAN MEADOWS CIR	FB

APN	OWNER	MAILING ADDRESS	CITY	STATE	ZIP	PROPERTY ADDRESS	CITY
01535024	MURPHEY JAMES I TTEE /	PO BOX 1696	FORT BRAGG	CA	95437	32824 OCEAN MEADOWS CIR	FB
01535025	BENGARD JAMES V TTEE 1/4	1490 WESTLAKE DR	KELSEYVILLE	CA	95451	32804 OCEAN MEADOWS CIR	FB
01535026	BLAKE RONALD C & CATHERINE TTE	3001 DEER MEADOW DR	DANVILLE	CA	94506	32774 OCEAN MEADOWS CIR	FB
01535027	GINGRAS RICHARD L /	546 COVINGTON RD	LOS ALTOS	CA	94024	32754 OCEAN MEADOWS CIR	FB
01535028	JENNINGS R DEAN & RAMONA F TTE	PO BOX 1109	FORT BRAGG	CA	95437	32724 OCEAN MEADOWS CIR	FB
01535029	MILLER JAMES N & NANCY F TTEES	PO BOX 1747	POTTSBORO	TX	75076	32704 OCEAN MEADOWS CIR	FB
01535030	JACKINSKY TIMOTHY E	13815 US HWY 101 N	SMITH RIVER	CA	95567	32680 OCEAN MEADOWS CIR	FB
01535031	LOGAN SUSAN C TTEE	1010 QUIETWATER DR	SANTA ROSA	CA	95404	32650 OCEAN MEADOWS CIR	FB
01535032	LAVERNIA ENRIQUE J TTEE 1/2	3715 ASCADA PL	DAVIS	CA	95616	32600 OCEAN MEADOWS CIR	FB
01535033	MICHEL KEVIN T & GEORGINA FRAN	32590 OCEAN MEADOWS CIR	FORT BRAGG	CA	95437	32590 OCEAN MEADOWS CIR	FB
01535034	VANDERMALE JOHN	32591 OCEAN MEADOWS CIR	FORT BRAGG	CA	95437	32591 OCEAN MEADOWS CIR	FB
01535035	EVERLY CHARLES L JR & LINDA G	32601 OCEAN MEADOWS CIR	FORT BRAGG	CA	95437	32601 OCEAN MEADOWS CIR	FB
01535036	SWAIM RONALD L & CAROL L	PO BOX 1599	FELTON	CA	95018	32703 OCEAN MEADOWS CIR	FB
01535037	STAAS PAUL J & ELSIE MARIE TTEES	4499 VIRGINIA RD	MARYSVILLE	CA	95901	32753 OCEAN MEADOWS CIR	FB
01535038	HAVLENA JAMES T & KAREN A TTEE	PO BOX 40	FORT BRAGG	CA	95437	32803 OCEAN MEADOWS CIR	FB
01535039	GUARDINO GARY M TTEE	5084 PENTZ RD	PARADISE	CA	95969	32853 OCEAN MEADOWS CIR	FB
01535040	KRIS WALTER J & VIOLA M TTEES	4424 MONTCURVE BLVD	FAIR OAKS	CA	95628		
01535041	CANIPE JOHN F & CHERYL ANN	PO BOX 7991	AUBURN	CA	95604	32951 OCEAN MEADOWS CIR	FB
01535042	OWEN CAROLYN M TTEE	PO BOX 772	FORT BRAGG	CA	95437	32961 OCEAN MEADOWS CIR	FB
01535043	RENO RONALD WILLIAM & PATRICIA	19692 ECHO BLUE DR	PENN VALLEY	CA	95946	32971 OCEAN MEADOWS CIR	FB
01535044	PEART DONALD R & VESTA M TTEES	25445 COUNTY RD 1	ARBUCKLE	CA	95912	32981 OCEAN MEADOWS CIR	FB
01535047	COASTAL LAND TRUST	PO BOX 340	ALBION	CA	95410		
01535048	COWEN ROBERT K /	5200 SW 63 CT	MIAMI	FL	33155	29100 NO HWY 1	FB
01535049	BERRY BRUCE F	PO BOX 360	FORT BRAGG	CA	95437	29050 NO HWY 1	FB
01535050	FISCHER ROBERT & ANDREA	PO BOX 944	FORT BRAGG	CA	95437	29020 NO HWY 1	FB
01535051	MCGUIRE JAMES I & BARBARA	22501 BALD HILL RD	FORT BRAGG	CA	95437	30005 NO HWY 1	FB
01535052	COASTAL LAND TRUST	27401 ALBION RIDGE RD	ALBION	CA	95410	30005 NO HWY 1	FB
01535053	THEISS RAYMOND	PO BOX 2495	FORT BRAGG	CA	95437	32625 NO HWY 1	WE
01535054	MILLER TERESA & CADE TTEES .81%	32724 OCEAN MEADOWS DR	FORT BRAGG	CA	95437		
06901019	OLSON FAITH TTEE	32000 CAMP 2 10 MI RD	FORT BRAGG	CA	95437	32000 CAMP 2 TEN MILE RD	FB
06902001	OLSON FAITH TTEE	32000 CAMP 2 10 MI RD	FORT BRAGG	CA	95437	32000 CAMP 2 TEN MILE RD	FB
01513056	MCGUIRE JAMES I & BARBARA TTEE	22501 BALD HILL RD	FORT BRAGG	CA	95437	29901 NO HWY 1	WE
01513057	HOECHSTETTER HARVEY A TTEE /	24806 PONDEROSA DR	WESTPORT	CA	95488	29801 NO HWY 1	WE
01514062	HOECHSTETTER HARVEY A TTEE /	24806 PONDEROSA DR	WESTPORT	CA	95488	29801 NO HWY 1	WE

Resolution No. 17-18-01
of the Local Agency Formation Commission of Mendocino County
Approving the
Corrected Annexation Map for the North of Ten Mile River Annexation to the
Fort Bragg Rural Fire Protection District

LAFCo File No. A-2012-8004

WHEREAS, the North of Ten Mile River Annexation to the Fort Bragg Rural Fire Protection District was approved subject to terms and conditions set forth in Mendocino LAFCo Resolution No. 12-13-04 adopted on May 6, 2013 and attached hereto; and

WHEREAS, the North of Ten Mile River Annexation to the Fort Bragg Rural Fire Protection District was ordered by the Commission on September 3, 2013 following a protest hearing in Fort Bragg, California on July 31, 2013; and

WHEREAS, a Certificate of Completion (Document 2014-06683) was filed with the Mendocino County Recorder on June 12, 2014; and

WHEREAS, the Board of Equalization acknowledged submittal of complete and accurate documentation of the annexation on July 9, 2014; and

WHEREAS, the County of Mendocino subsequently identified base map notes and boundary lines on the approved map that erroneously identified several parcels as falling within the District's previously existing boundaries (APNs 015-140-85, 015-140-022, and 015-140-87); and

WHEREAS, the map corrections are made to the base mapping and do not alter the area of annexation, and therefore no map correction with the Board of Equalization is necessary; and

WHEREAS, the map corrections are necessary to ensure an accurate administrative record for Mendocino LAFCo, the County of Mendocino, and the Fort Bragg Rural Fire Protection District; and

WHEREAS, the boundary of the annexation territory and existing District boundary is correctly defined in map form attached hereto as Exhibit A, and by legal description attached hereto as Exhibit B.

NOW, THEREFORE, the Local Agency Formation Commission of Mendocino County does hereby RESOLVE, DETERMINE, and ORDER as follows:

1. The terms and conditions of the LAFCo Resolution 12-13-04 approving the North of Ten Mile River Annexation remain in effect and no changes to the adopted conditions and terms of approval are necessary.
2. The corrected annexation map is hereby approved as shown in Exhibit A and Exhibit B, attached hereto, and replaces the annexation map dated May 2013 and attached to Resolution No. 12-13-04.

The foregoing Resolution was passed and duly adopted at a regular meeting of the Mendocino Local Agency Formation Commission held on this 2nd day of October 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

GERALD WARD, Chair

UMA HINMAN, Executive Officer

POINT OF BEGINNING

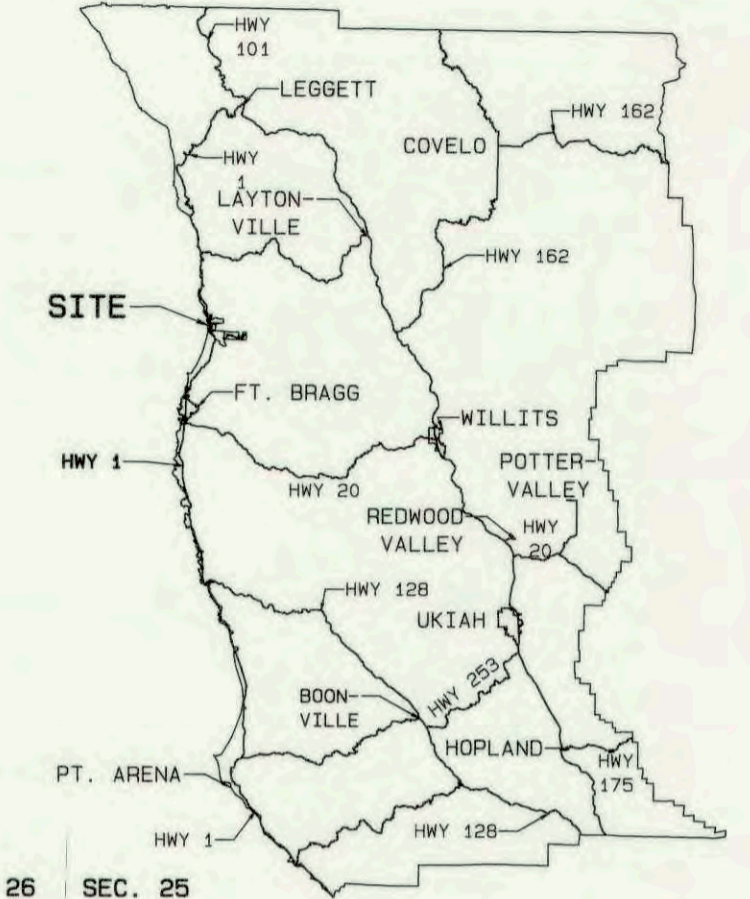
LEGEND

- EXISTING FORT BRAGG RURAL FIRE PROTECTION DISTRICT BOUNDARY AND APPROXIMATE CENTERLINE OF TEN MILE RIVER
- PROPOSED FORT BRAGG RURAL FIRE PROTECTION DISTRICT BOUNDARY
- AREA TO BE ANNEXED TO THE FORT BRAGG RURAL FIRE PROTECTION DISTRICT - 1,200 ACRES±

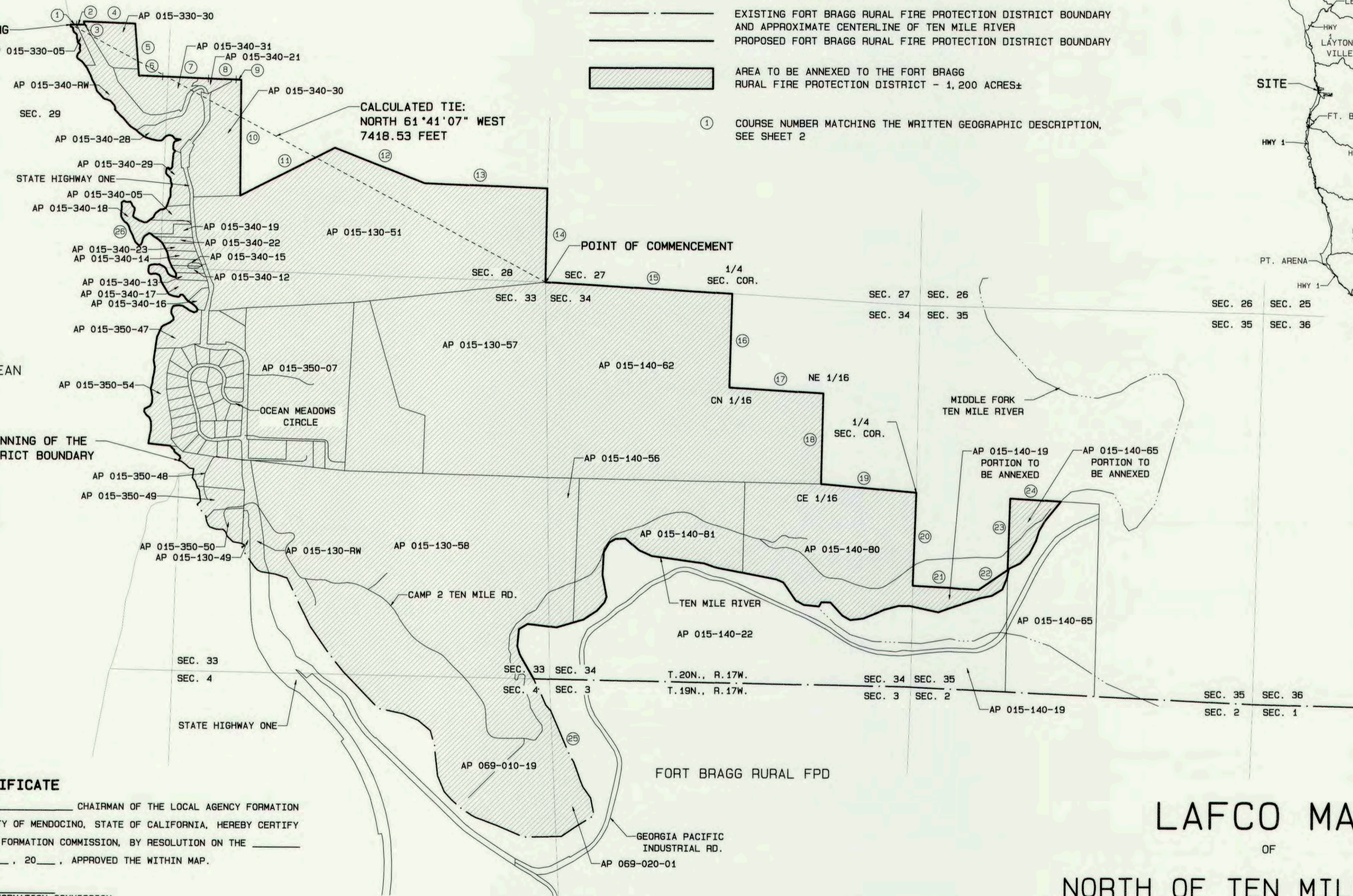
① COURSE NUMBER MATCHING THE WRITTEN GEOGRAPHIC DESCRIPTION, SEE SHEET 2

CALCULATED TIE:
NORTH 61°41'07" WEST
7418.53 FEET

POINT OF COMMENCEMENT



VICINITY MAP
NOT TO SCALE



PACIFIC OCEAN

POINT OF BEGINNING OF THE EXISTING DISTRICT BOUNDARY

FORT BRAGG RURAL FPD

GEORGIA PACIFIC INDUSTRIAL RD.

AUTHORIZATION CERTIFICATE

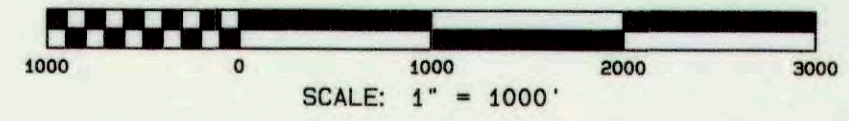
I, _____ CHAIRMAN OF THE LOCAL AGENCY FORMATION COMMISSION OF THE COUNTY OF MENDOCINO, STATE OF CALIFORNIA, HEREBY CERTIFY THAT SAID LOCAL AGENCY FORMATION COMMISSION, BY RESOLUTION ON THE _____ DAY OF _____, 20____, APPROVED THE WITHIN MAP.

CHAIRMAN LOCAL AGENCY FORMATION COMMISSION

CERTIFICATE OF COMPLETION

RECORDED _____, 20____, AS INST. NO. _____ MENDOCINO COUNTY RECORDS.

SN CONSULTING ENGINEERS & GEOLOGISTS
 335 SOUTH MAIN STREET (707)459-4518
 WILLITS, CA 95490 FAX (707)459-1884



LAFCO MAP

OF
 NORTH OF TEN MILE RIVER
 ANNEXATION TO THE FORT BRAGG
 RURAL FIRE PROTECTION DISTRICT
 LAFCO FILE NUMBER A-2012-04

MENDOCINO COUNTY,
SCALE: 1" = 1000'±

CALIFORNIA
JULY 2017

SHEET 1 OF 2

413021

DISCLAIMER

FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED.

COURSES

All that real property located in Sections 28, 29, 33, 34, & 35 in Township 20 North, and Sections 3 & 4 in Township 19 North, Range 17 West, Mount Diablo Baseline and Meridian, in the unincorporated portion of Mendocino County, California, described as follows:

Commencing at the Section Corner common to Sections 27, 28, 33 and 34; Thence North 61°41'07" West 7418.53 feet to the POINT OF BEGINNING said point being the intersection of the mean high tide line of the Pacific Ocean and the northerly line of that parcel conveyed by Deed recorded as Document 2002-19950, Official Records of Mendocino County (O.R.);

- 1) Thence, along said northerly line, East 81.00 feet to the westerly line of California State Route 1;
- 2) Thence East 104.58 feet to the easterly line of said State Route;
- 3) Thence, along said easterly line, North 07°02'00" West 43.47 feet to the northwesterly corner of that parcel conveyed by Deed recorded as Document 2008-13178, O.R.;
- 4) Thence, along the northerly line of said parcel, South 87°57'30" East 706.17 feet to the northeasterly corner of said parcel;
- 5) Thence, along the easterly line of said parcel, South 04°18'21" East 714.45 feet to the northerly line of that parcel conveyed by Deed recorded in Book 2422, Page 13 O.R.; Thence, along said northerly line, the following two courses:
- 6) South 87°57'30" East 325.64 feet;
- 7) South 87°48'50" East 628.00 feet to the northwesterly corner of that parcel conveyed by Deed recorded as Document 1998-19699 O.R.; Thence, along the northerly line of said parcel, and the northerly line of the parcel conveyed by Deed recorded in Book 1994, Page 466 O.R. (Parcel Two), the following two courses, respectively:
- 8) South 87°48'50" East 381.00 feet;
- 9) South 87°48'50" East 70.45 feet to the northeasterly corner of said parcel;
- 10) Thence, along the easterly line of said parcel, South 00°17'51" West 1595.31 feet to the northerly line of that parcel conveyed by Deed recorded in Book 1848, Page 340 O.R.; Thence, along the northwesterly, northeasterly, and northerly lines of said parcel, the following three courses:
- 11) North 62°58'39" East 1458.61 feet;
- 12) South 68°29'37" East 1325.21 feet;
- 13) South 87°47'48" East 1686.02 feet to the northeasterly corner of said parcel;
- 14) Thence, along the easterly line of said parcel, being the line common to Sections 27 and 28, South 00°57'34" West 1288.42 feet to the corner common to Sections 27, 28, 33 and 34;
Thence, along the northerly and easterly lines of the parcel conveyed by Deed recorded as Document 2012-11746, O.R., the following four courses:
- 15) South 86°35'33" East 2569.52 feet to the 1/4 corner common to said Sections 27 and 34;
- 16) South 01°31'47" West 1289.96 feet to the CN 1/16 corner of said Section 34;
- 17) South 86°42'23" East 1290.94 feet to the NE 1/16 corner of said Section 34;
- 18) South 01°14'57" West 1242.03 feet to the CE 1/16 corner of said Section 34;
- 19) Thence, South 84°55'43" East 1316.23 feet to the 1/4 corner common to said Section 34 and 35;
- 20) Thence, along the line common to Sections 34 and 35, South 02°04'20" West 1281.46 feet;
- 21) Thence, leaving said common line, South 86°57'40" East 905.40 feet;
- 22) Thence North 55°40'20" East 482.36 feet to the line dividing the East 1/2 and West 1/2 of the South West 1/4 of Section 35;
- 23) Thence along said line, North 01°50'20" East 981.62 feet to the East-West centerline of Section 35;
- 24) Thence, along said centerline, South 86°38'40" East to the centerline of the fork commonly known as the Middle Fork of Ten Mile River and the existing boundary of the Fort Bragg Rural Fire Protection District;
- 25) Thence along the centerline of said fork of river and Ten Mile River, generally in a Westerly direction, and the northerly boundary of the Fort Bragg Rural Fire Protection District to the intersection of the mean high tide line of the Pacific Ocean;
- 26) Thence, generally in a northerly direction, along said mean high tide line to the Point of Beginning and the end of the description of the parcels to be annexed. Containing 1,200 acres, more or less.

LAFCO MAP

OF

NORTH OF TEN MILE RIVER ANNEXATION TO THE FORT BRAGG RURAL FIRE PROTECTION DISTRICT LAFCO FILE NUMBER A-2012-04

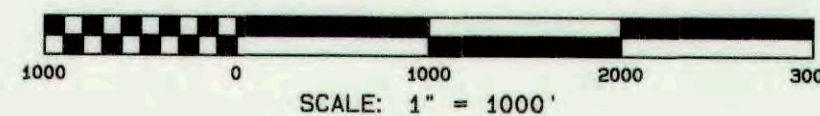
MENDOCINO COUNTY,
SCALE: 1" = 1000' ±

CALIFORNIA
JULY 2017

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MENDOCINO Local Agency Formation Commission

Staff Report

DATE: October 2, 2017
TO: Mendocino Local Agency Formation Commission
FROM: Uma Hinman, Executive Officer
SUBJECT: **Workshop** for Elk Community Services District Draft Sphere of Influence Update

Background

This is a workshop to introduce the Draft Sphere of Influence (SOI) Update for the Elk Community Services District (ECSD). The ECSD was part of the Multi-District Fire Protection Services Municipal Service Review (MSR), which the Commission adopted on April 4, 2016. This report includes informational updates to the MSR that support the SOI analysis, recommendation, and determinations.

The ECSD is the governing agency for the 501(c)(3) Elk Volunteer Fire Department. The ECSD provides fire, rescue, emergency medical services, and basic life support services. The District's boundary area is approximately 57 square miles and is generally located along the coastline between the Navarro River/Highway 128 and the community of Irish Beach. The District's SOI is coterminous with the District boundary and was established by LAFCo on October 4, 1993, along with other special districts providing fire service in Mendocino County (LAFCo Resolution No. 93-4).

The financial table (Table 1-1) of the attached SOI Update have been updated with information from the State Controller's Annual Financial Reports data. Additionally, a number of updates to the 2016 adopted MSR determinations are provided.

The District has requested a modification to the existing SOI consisting of 13 parcels that lie directly adjacent to the District's northern boundary/SOI (Areas A and B in Figure 1 of the attached Draft SOI document). The SOI Update recommends the Commission consider inclusion of Areas A and B in the District's SOI.

SOI Update for Multiple Fire Protection Service Providers

To assist in preparing a Multi-District Fire SOI Update, staff mailed a Request for Information (RFI) to the following fourteen fire protection service providers in September 2016 and received a response from Comptche, Elk, Leggett Valley, Long Valley, South Coast, Albion-Little River, and Little Lake. Staff is in the process of following up with all the fire districts to re-engage them in the process and to receive information in order to prepare the SOI Updates and move forward with scheduling items for workshop and public hearing.

1. Albion-Little River Fire Protection District
2. Comptche Community Services District (Workshop completed)
3. Covelo Fire Protection District
4. Elk Community Services District
5. Hopland Fire Protection District
6. Leggett Valley Fire Protection District
7. Little Lake Fire Protection District (Workshop completed)
8. Long Valley Fire Protection District
9. Mendocino Fire Protection District
10. Piercy Fire Protection District
11. Potter Valley Community Services District
12. Redwood Valley-Calpella Fire Protection District
13. South Coast Fire Protection District
14. Ukiah Valley Fire Protection District

Recommendation

Staff recommends the Commission hold a workshop on the Draft SOI Update, provide comments and requested revisions, and direct staff to notice the matter for public hearing once SOI Updates are completed for multiple fire protection service providers in order to bring them together for consideration.

Attachments:

- (1) Elk Community Services District Draft Sphere of Influence Update

Workshop Draft

**ELK
COMMUNITY SERVICES DISTRICT**

Sphere of Influence Update

Prepared for:

MENDOCINO LAFCO

200 South School Street
Ukiah, California 95482

<http://www.mendolafco.org/>

October 2, 2017

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1 ELK COMMUNITY SERVICES DISTRICT

1.1 INTRODUCTION

LAFCo prepares a Municipal Service Review (MSR) prior to or in conjunction with the Sphere of Influence (SOI) Update process. The SOI Update considers whether a change to a district sphere, or probable future boundary, is warranted to plan the logical and orderly development of a district in a manner that supports CKH Law and the Policies of the Commission. This SOI Update and associated determinations is prepared pursuant to California Government Code §56425(e).

The Commission approved the Multi-District Fire Protection Services Municipal Service Review on April 4, 2016, which provides the analysis for the Elk Community Services District (ECSD) addressed by this SOI Update. This previously approved MSR and associated determinations form the basis of information for this SOI Update. To ensure the Commission has the most updated information for consideration, the MSR determinations were reviewed and updates provided in the relevant sections as appropriate.

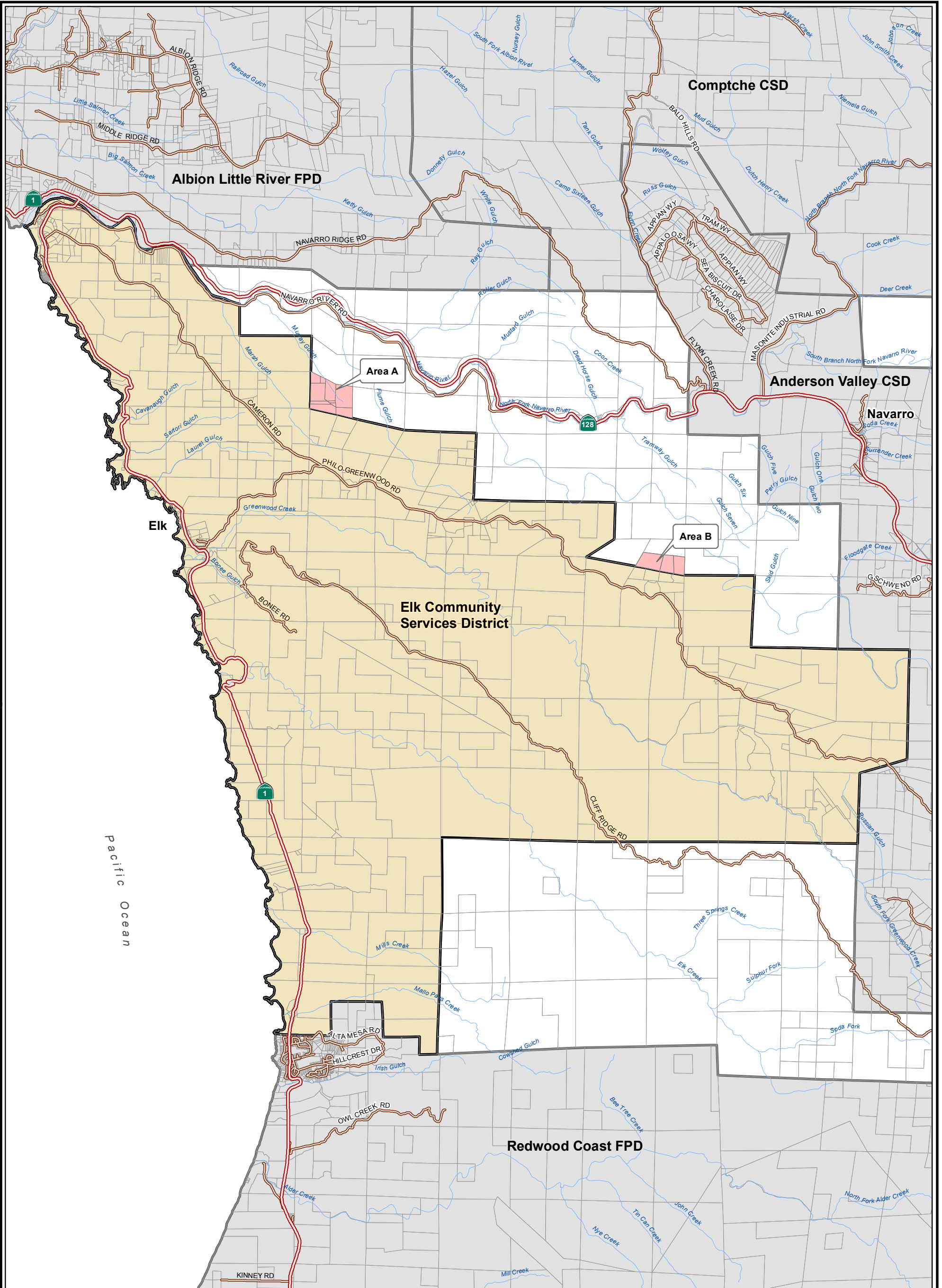
1.2 DETERMINATIONS

1.2.1 SPHERE OF INFLUENCE

The Sphere of Influence (SOI) for Elk Community Services District (ECSD) was established in October 1993 when Mendocino LAFCo and the Mendocino County Board of Supervisors adopted resolutions establishing the Mendocino County Fire Districts’ Spheres of Influence (LAFCo Resolution No. 93-4). The ECSD is the governing agency for the 501(c)(3) Elk Volunteer Fire Department (EVFD). The ECSD is centered on the unincorporated community of Elk and provides fire, rescue, Emergency Medical Services (EMS), and Basic Life Support (BLS) ambulance services along the Highway 1 corridor. The District is also responsible for the Cameron Road and Philo-Greenwood Road area, and Cliff Ridge Road. The District’s SOI is coterminous with the District boundary.

The Elk Community Services District comprises 57 square miles (approximately 36,527 acres). The District is located adjacent to the Pacific Ocean between State Route 128 and the Navarro River on the north, and the community of Irish Beach on the south. State Highway 1 traverses the District in a north-south direction adjacent to the Coast for approximately 15-miles, and is the primary transportation route in the area. ECSD is bordered by the Albion-Little River Fire Protection District on the north; Anderson Valley Community Services District to the east; and Redwood Coast Fire Protection District to the south. The District extends ten miles inland from the Coast where it adjoins Anderson Valley Community Services District.

Elk Community Services District is a member of the Zone 4, Planning Mutual Aid Association, which includes Albion-Little River Fire Protection District, Fort Bragg Rural Fire Protection District, Mendocino Fire Protection District, Westport Volunteer Fire Department, and Comptche Community Services District.

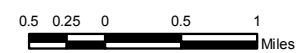


Elk Community Services District

- Elk CSD
- Proposed additions to the Elk CSD SOI
(The existing Elk CSD SOI is coterminous with its current CSD boundary)
- Adjacent Districts with Fire Protection Services
- Parcels

- Highways
- Roads
- Streams

Source: This map was prepared by the Mendocino County Department of Information Services GIS Program, August 2017.
 Note: This map is not a survey product.



1.2.3 OUT-OF-AREA SERVICES

The Elk Community Service District does not provide services outside its district boundary to other agencies by contract, but does maintain Mutual Aid Agreements with the neighboring fire districts of Mendocino Fire Protection District, Albion-Little River Fire Protection District, Comptche Community Services District, Redwood Coast Fire Protection District, and Anderson Valley Community Services District. Additionally it maintains an Agreement with the California Department of Forestry and Fire Protection (CALFIRE) for wildland fire incidents. Similar to all fire districts and EMS providers within the County, the ECSD also responds to calls outside the District boundary as needed and as dispatched.

1.2.4 AREAS OF INTEREST

Two areas of interest have been identified by the District for inclusion in the SOI, and eventually the District boundaries (Figure 1-1). The parcels are located south of the Navarro River and directly adjacent to the District's boundaries. Per the District, the parcels are only accessible from the ECSD side of the river, with the closest responder being the ECSD.

Area A: The area consists of 10 parcels and is located off of Cameron Road, directly adjacent to the northern boundary. From property assessments it appears that one of the ten parcels is currently developed.

129-070-01	129-070-06 (developed)
129-070-02	129-070-07
129-070-03	129-070-08
129-070-04	129-070-10
129-070-05	129-070-11

Area B: The area consists of three parcels with access via private roads off of Philo-Greenwood Road. This area also is directly adjacent to the northern boundary. From property assessments, all three parcels are developed.

130-220-02
130-220-03
130-220-04

1.2.5 MSR UPDATE

The MSR information and associated determinations prepared for the District in 2016 remain accurate, with a few updates as follows, and serve as a reliable basis for the SOI Determinations contained in this report.

ACCOUNTABILITY AND GOVERNANCE

Since the 2016 MSR, ECSD has established a new and comprehensive website (<http://www.elkcsd.org>), and now keeps updated posts of its meeting agendas and minutes, budget and financial information, and rules and regulations.

FINANCIAL UPDATE

The following table summarizes annual financial reporting by the District to the State Controller's Office for Fiscal Year 2012-2013 through 2014-2015. The District's financial planning efforts include an annually adopted budget and a biennial audited financial statement. Capital improvement needs are generally

planned in the budget. The District’s most recent audit was for Fiscal Year 2013-2014 and was prepared by Rick Bowers, CPA.

Table 1-1 Elk Community Services District Financial Summary			
	FY 12-13	FY 13-14	FY 14-15
Revenues			
Property Tax	\$33,690	\$38,883	\$36,774
Property Assessments	\$25,654	\$25,773	\$34,222
Charges for Services	\$57,800	\$79,070	\$3,672
Property Owner Contributions	\$10,450	\$39,005	\$4,128
Interest Income	\$185	\$187	\$170
Other Government Funds	\$360	\$416	\$410
Miscellaneous Revenues	\$0	\$2,272	\$36
Total Income	\$128,139	\$185,606	\$79,412
Expenses			
Salaries & Employee Benefits	\$0	\$0	\$0
Debt Service	\$4,023	\$16,159	\$16,091
Service & Supplies	\$94,983	\$96,188	\$50,061
Other Expenditures	\$0	\$0	\$0
Fixed Assets	\$17,034	\$131,320	\$21,229
Total Expenses	\$116,040	\$243,667	\$87,381
Net Income/Loss	\$12,099	\$13,713	-\$7,969

Source: State Controller Special Districts Annual Financial Reports
<https://districts.bythenumbers.sco.ca.gov/>. Accessed September 2017.

In 2017, the County of Mendocino disbursed a share of Proposition 172 funds to eligible fire agencies within the County. The formula for funding allocations was developed by the Mendocino County Association of Fire Districts and incorporates a minimum distribution per district, plus a population-based proportional allocation. The ECSD received approximately \$9,300 in FY 2016-17 and anticipates the same amount in FY 2017-18. Future disbursements are unknown at this time.

SUMMARY OF MSR DETERMINATIONS

The following table summarizes the MSR Determinations contained in the 2016 MSR.

Table 2-2 Summary of MSR Determinations	
Growth and Population Projections	
1.	There are approximately 450 residents within the Elk Community Services District boundary, based on District estimates and according to the 2010 Census demographic profile based on zip codes.
2.	The population of the District has not increased over the past few years, and is not expected to increase significantly in the foreseeable future.

<p>Location and Characteristics of any Disadvantaged Unincorporated Communities Within or Contiguous to the Sphere Of Influence</p>
<p>3. The community of Elk, as well as the surrounding areas, qualify as a Disadvantaged Unincorporated Community (DUC). Any future annexations to the District will require consideration of any DUC in proximity to the annexation area.</p> <p>4. For ECSD, structural fire protection is provided by the District and is considered to be satisfactory. The District does not provide water or sewer services, and is therefore not responsible for assuring that these services are adequately provided to the community.</p>
<p>Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs and Deficiencies</p>
<p>5. The District’s current facilities are inadequate and are operating at capacity. The Main Station needs to be replaced. It does not even provide restroom or hand washing facilities. A 50 year old Type I structure engine needs to be replaced. Much equipment is used ‘hand me down’ from other agencies and should be replaced with up-to-date units (e.g., breather equipment).</p> <p>6. The Fire Department is experiencing a declining capacity to adequately serve current demand within the 57-square mile District boundary, and to assist adjoining fire districts through mutual aid.</p> <p>7. Increased requirements for training are becoming more difficult for volunteer firefighters and emergency responders to meet.</p> <p>8. Water supply for firefighting is limited in the outlying areas of the District. Additional water tanks at strategic locations throughout the District would be beneficial.</p> <p>9. Existing garage/barn structures utilized to house fire apparatus need to be replaced.</p>
<p>Financial Ability of Agency to Provide Services</p>
<p>10. ECSD reported that current funding levels are inadequate to meet current and future fire protection and emergency medical service’s needs.</p>
<p>Status and Opportunities for Shared Facilities</p>
<p>11. The District collaborates with other fire service providers through state and county mutual aid agreements.</p>
<p>Accountability for Community Services, Including Governmental Structure and Operational Efficiencies</p>
<p>12. ECSD is governed by an elected five-person Board of Directors. Elk is a small community, but its citizens are engaged in ECSD operations as demonstrated in the 2013 election cycle when five candidates ran for three seats. The District should continue efforts to identify more than one candidate for each Board position so that voters within the District will be afforded an opportunity to vote.</p> <p>13. A community website exists. However, the District and the Volunteer Fire Department do not provide all necessary information. Improving the District section of the website to include agendas, minutes, budgets, and audits would provide better transparency. The Fire Department likewise can provide more statistical information, rules and regulations, and fire prevention material-</p> <p>14. The District maintains a community presence at its Main Fire Station, where it operates in conjunction with the Greenwood Community Center. A new directional sign at the driveway entrance from State Route 1 identifying the fire station would be helpful.</p> <p>15. The agency demonstrated accountability in its cooperation with Mendocino LAFCo information requests.</p>

Source: Multi-District Fire Protection Services Municipal Service Review, April 2016.

The following updated information has been provided by the District related to the above MSR Determinations.

MSR Determination 1

There are approximately 400 residents within the Elk Community Services District boundary, based on District estimates and according to the 2010 Census demographic profile based on zip codes.

MSR Determination 4

For ECSD, structural fire protection is provided by the District and varies between poor and satisfactory, depending on the day of week and time of day. The District does not provide water or sewer services, and is therefore not responsible for assuring that these services are adequately provided to the community.

MSR Determination 5

The District's current facilities are inadequate and are operating at capacity. The Main Station needs to be replaced. It does not even provide restroom or hand washing facilities. A 52 year old Type I structure engine needs to be replaced. Much equipment is used 'hand me down' from other agencies and should be replaced with up-to-date units (e.g., breather equipment).

MSR Determination 6

The Fire Department is experiencing a declining capacity to adequately serve current demand within the 57-square mile District boundary, and to assist adjoining fire districts through mutual aid. Recently, due to a shortage of trained personnel, the District had to halt ambulance responses for several months.

MSR Determination 10

The District has recently received approximately \$9,300 from Proposition 172 funds from the County of Mendocino; the same share is anticipated next year. Future disbursements are unknown.

MSR Determination 11

Due to declining volunteer availability, the District is no longer able to participate in out-of-county California Fire Assistance Agreement (CFAA) strike team deployments. In the past, this has been a significant source of funding assistance to the District.

MSR Determination 12

ECSD is governed by an elected five-person Board of Directors. Elk is a small community, and it is typically difficult to fill board positions. The District should continue efforts to identify more than one candidate for each Board position so that voters within the District will be afforded an opportunity to vote.

MSR Determination 13

The ECSD has established a new and comprehensive website (<http://www.elkcsd.org>), which includes updated posts of its meeting agendas and minutes, budget and financial information, and rules and regulations.

MSR Determination 14

The District maintains a community presence at its Main Fire Station, where it operates in conjunction with the Greenwood Community Center.

1.2.6 SOI RECOMMENDATION

It is recommended that the Commission affirm an SOI for ECSD that is coterminous with the District boundary with the inclusion of Areas A and B, which comprise 13 parcels in total. The following statements have been prepared in support of this recommendation.

1.2.6.1 Present and planned land uses in the area

The District's boundary area is approximately 57 square miles. The District contains a variety of land uses including rural residential and 'ranchettes,' and limited commercial development in the village of Elk along with tourist-oriented businesses. Row crops and grazing land comprise agricultural land uses along the Coast, while large tracts of forest and range land are predominately in the District's easterly areas. The land use authority for land within the District is the County of Mendocino. Mendocino County has land use authority over privately-owned lands within the District boundary and makes land-use decisions based on the County General Plan and Zoning Regulations.

1.2.6.2 Present and probable need for public facilities and services in the area

Operating under the Elk Community Services District authority, the Elk Volunteer Fire Department provides leadership and essential personnel for structural fire protection, wildland fire protection, emergency medical response, vehicle rescue and extrication, Basic Life Support (BLS) ambulance service, fire prevention, and public safety services. The EVFD remains an all-volunteer, tax exempt organization.

The District serves approximately 400 full-time residents within the District, with additional visitor populations of up to 1,500 per day, depending on the season. Annual events such as the 'Great Day in Elk' can draw an additional 1,500 visitors. Little growth within the District is anticipated within the next few years due to existing land use patterns. Although no new development is expected, any that does is likely to occur within the Highway 1 Corridor.

Areas A and B, consisting of 13 parcels adjacent to the District's northern boundary, are best served by the ECSD. Due to their location south of the Navarro River, the ECSD is the first responder into the area.

1.2.6.3 Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide

As determined in the 2016 MSR prepared for Elk Community Services District, the ECSD has an ISO rating of 6 within the village of Elk, and a rating of 6X in the outlying areas of the District. The ECSD reported that its main station, located at 6129 South Highway 1 in Elk, is in poor condition and operating at capacity. The Main Station is undersized and is inadequate to meet the needs of the Fire Department. The minor garage or barn structures housing apparatus need to be replaced.

The ECSD maintains and operates two Rescue Engines, one BLS ambulance, one Type 1 Structure Engine, two Type 3 Wildland Fire Engines, and two Water Tenders (1,500 and 2,000-gallon capacity). Within the village of Elk, water for firefighting is supplied by a hydrant system and two water storage tanks (80,000 gallons and 20,000 gallons) as part of the Elk County Water District water system. In the outlying areas, water for fire protection is provided by on-board tanks on each engine, the water tenders, and eight 5,000 gallon water tanks located on ridge tops, and individual private water storage tanks ranging in size from 2,500 gallons to 10,000 gallons.

The District is in the process of replacing its older apparatus, and in 2013 it replaced a 42 year old water tender with a new 2011 Peterbilt Model 337. The District's single Type I structure fire engine is 52 years old and urgently needs to be replaced. The ECSD reported that it is experiencing a declining capacity to

provide services to its current service area, and to assist other fire departments through mutual aid. This decline is due to an aging group of volunteer firefighters and difficulty in recruiting younger replacements. New training requirements for both firefighters and emergency medical responders is further straining the reliance on an all-volunteer staffing.

1.2.6.4 Existence of social or economic communities of interest in the area if the Commission determines that they are relevant to the agency

No social or economic communities of interest have been identified in the immediate vicinity of the District in the preparation of this SOI Update that should be included in the District boundary.

1.2.6.5 Present and Probable need for Public Facilities and Services of Disadvantaged Unincorporated Communities

The unincorporated community of Elk is the population center within the District. Elk does qualify as a DUC because the median household income is less than 80% of the State median household income of \$61,632. Based on 2010 Census demographic information related to zip codes, Elk has a median household income of \$32,431

The District does not provide water or sewer services, and is therefore not responsible for ensuring that these services are adequately provided to the community.

2 REFERENCES

Bowers, Rick, CPA. 2014. *Elk Community Services District Basic Financial Statements and Required Supplemental Information, June 30, 2014 and 2013*.

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Mendocino County Fire Chief's Association. 2015. *Mendocino County Community Wildfire Protection Plan*. Available online: <https://www.co.mendocino.ca.us/bos/meetings/28658/28666/28667/28988/29050/ProtectionPlan29050.pdf>. Accessed June 28, 2017.

Mendocino LAFCo. April 4, 2016. *Multi-District Fire Protection Services Municipal Service Review*. Available online at: <http://mendolafco.org/msr/Final%20Fire%20MSR%20for%20Hearing%2004-04-16.pdf>. Accessed June 28, 2017.

3 ACKNOWLEDGEMENTS

3.1 ASSISTANCE AND SUPPORT

This Sphere of Influence Update could not have been completed without the assistance and support from the following organizations and individuals.

LAFCo Staff	Uma Hinman, Executive Officer Larkyn Feiler, Analyst Beth Salomone, Commission Clerk
Elk Community Services District	Ben MacMillan, Board President ECSD Craig Mitchell, Fire Chief EVFD

4 APPENDICES

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MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: October 2, 2017
TO: Mendocino Local Agency Formation Commission
FROM: Uma Hinman, Executive Officer
SUBJECT: Draft 2017 Legislative Platform

BACKGROUND

Upon recommendation of the Policies and Procedures Committee, the Commission considered and adopted the following policy at its August 7, 2017 meeting:

Legislative Policy

- 1) The Commission shall consider adoption of a legislative platform annually, at the first regular Commission meeting following the CALAFCO publication of their legislative platform, or as needed.
- 2) In situations when proposed legislation affecting LAFCo cannot be considered by the full Commission due to timing, the Executive Officer is authorized to provide written or e-mail correspondence regarding the Commission's position if the position is consistent with the adopted legislative platform of the Commission.
- 3) The Chair (or Vice Chair in the absence of the Chair) shall review and either sign the letter or approve the e-mail prior to it being submitted.
- 4) After submission, the Executive Officer shall forward the signed letter or approved e-mail to the Commission.
- 5) The correspondence will be included on the consent calendar of the next available Commission agenda for ratification.

Item 1 of the policy requires the Commission to adopt a legislative platform each year, which will be based upon CALAFCO's legislative platform. Commissioner McNerlin reviewed the 2017 CALAFCO legislative platform and provided suggestions on revising the platform for Mendocino LAFCo. The Policies & Procedures Committee unanimously recommends the attached Draft Legislative Platform to the Commission for consideration.

STAFF RECOMMENDATION

The Policies and Procedures Committee recommends the attached Legislative Platform to the Commission for approval; staff recommends adoption of the attached resolution.

Attachments:

- (1) Draft 2017 Legislative Platform

Mendocino LAFCo

DRAFT 2017 Legislative Platform

1 LAFCo Purpose and Authority

- 1.1 Support legislation which enhances LAFCo authority and powers to carry out the legislative findings and authority in Government Code Section 56000 et seq., and oppose legislation which diminishes LAFCo authority.
- 1.2 Support authority for each LAFCo to establish local policies to apply Government Code Section 56000 et. seq. based on local needs and conditions, and oppose any limitations to that authority.
- 1.3 Oppose additional LAFCo responsibilities which require expansion of current local funding sources. Oppose unrelated responsibilities which dilute LAFCo ability to meet its primary mission.
- 1.4 Support alignment of responsibilities and authority of LAFCo and regional agencies which may have overlapping responsibilities in orderly growth, preservation, and service delivery, and oppose legislation or polices which create conflicts or hamper with those responsibilities.
- 1.5 Oppose grants of special status to any individual agency or proposal to circumvent the LAFCo process.
- 1.6 Support individual commissioner responsibility that allows each commissioner to independently vote his or her conscience on issues affecting his or her own jurisdiction.

2 LAFCo Organization

- 2.1 Support the independence of LAFCo from local agencies.
- 2.2 Oppose the re-composition of any LAFCo to create special seats and recognize the importance of balanced representation provided by cities, the county, the public, and special districts in advancing the public interest.
- 2.3 Support representation for special districts on all LAFCos in counties with independent districts and oppose removal of special districts from any LAFCo.
- 2.4 Support communication and collaborative decision-making among neighboring LAFCos when growth pressures and multicounty agencies extend beyond a LAFCo's boundaries.

3 Agriculture and Open Space Protection

- 3.1 Support legislation which clarifies LAFCo authority to identify, encourage, and ensure the preservation of agricultural and open space lands.
- 3.2 Encourage a consistent definition of agricultural and open space lands.
- 3.3 Support polices which encourage cities, counties, and special districts to direct development away from prime agricultural lands.
- 3.4 Support polices and tools which protect prime agricultural and open space lands.
- 3.5 Support the continuance of the Williamson Act ~~and restoration of program funding through State subvention payments.~~

4 Orderly Growth

- 4.1 Support the recognition and use of spheres of influence as a management tool to provide better planning of growth and development, and to preserve agricultural, and open space lands.
- 4.2 Support recognition of LAFCo spheres of influence by other agencies involved in determining and developing long-term growth and infrastructure plans.
- 4.3 Support orderly boundaries of local agencies and the elimination of islands within the boundaries of agencies.

4.4 Support communication among cities, counties, and special districts through a collaborative process that resolves service, housing, land use, and fiscal issues prior to application to LAFCo.

4.5 Support the cooperation between counties, ~~and~~ cities, and special districts on decision related to development within the city's designated sphere of influence.

5 Service Delivery and Local Agency Effectiveness

5.1 Support the use of LAFCo resources to review Regional Transportation Plans, including sustainable communities strategies and other growth plans to ensure reliable services, orderly growth, sustainable communities, and conformity with LAFCo's legislative mandates. Support efforts that enhance meaningful collaboration between LAFCos and regional planning agencies.

5.2 Support LAFCo authority as the preferred method of local governance. Support the availability of LAFCo tools which provide communities with local governance and efficient service delivery options, including the authority to impose conditions that assure a proposal's conformity with LAFCo's legislative mandates.

5.3 Support the creation or reorganization of local governments in a deliberative, open process which will fairly evaluate the proposed new or successor agency's long-term financial viability, governance structure, and ability to efficiently deliver proposed services.

5.4 Support the availability of tools for LAFCo to insure equitable distribution of revenues to local government agencies consistent with their service delivery responsibilities.

5.5 Support collaborative efforts among agencies and LAFCos that encourage opportunities for sharing of services, staff, and facilities to provide more efficient and cost effective services. Support legislation which provides LAFCo with additional opportunities to encourage shared services.

2017 Legislative Priorities

Primary Issues

Authority of LAFCo

Support legislation that maintains or enhances LAFCo's authority to condition proposals to address any or all financial, growth, service delivery, and agricultural and open space preservation issues. Support legislation that maintains or enhances LAFCo's ability to make decisions regarding boundaries and formations, as well as to enact recommendations related to the delivery of services and the agencies providing them, including consolidations, reorganizations, or dissolutions.

Agriculture and Open Space Protection

Support policies, programs, and legislation that recognize LAFCo's mission to protect and mitigate the loss of prime agricultural and open space lands and that encourage other agencies to coordinate with local LAFCos on land preservation and orderly growth. Support efforts that encourage the creation of habitat conservation plans.

Water Availability

Support polices, programs, and legislation that promote an integrated approach to water availability and management. Promote adequate water supplies and infrastructure planning for current and planned growth as well as to support the sustainability of agriculture. Support policies that assist LAFCo in obtaining accurate and reliable water supply information to evaluate current and cumulative water demands for service expansions and boundary changes including impacts of

expanding water company service areas on orderly growth, and the impacts of consolidation or dissolution of water companies providing services.

Viability of Local Services

Support legislation that maintains or enhances LAFCo's ability to review and act to determine the efficient and sustainable delivery of services and the financial viability of agencies providing those services to meet current and future needs including those identified in regional planning efforts such as sustainable communities strategies. Support legislation which provides LAFCo and local communities with options for local governance and service delivery to ensure efficient, effective, and quality service delivery. Support efforts which provide tools to local agencies to address aging infrastructure, fiscal challenges and the maintenance of services.

Issues of Interest

Housing

Provision of territory and services to support housing plans consistent with regional land use plans and LAFCo policies.

Transportation

Effects of Regional Transportation Plans and expansion of transportation systems on future urban growth and service delivery needs, and the ability of local agencies to provide those services.

Flood Control

The ability and effectiveness of local agencies to maintain and improve levees and protect current infrastructure. Carefully consider the value of uninhabited territory, and the impact to public safety of proposed annexation to urban areas of uninhabited territory which is at risk for flooding. Support legislation that includes assessment for agency viability in decisions involving new funds for levee repair and maintenance. Support efforts that encourage the creation of habitat conservation plans.

Adequate Municipal Services in Inhabited Territory

Expedited processes for inhabited annexations should be consistent with LAFCo law and be fiscally viable. To promote environmental justice for undeserved inhabited communities, funding sources should be identified for extension of municipal services, including options for annexation of contiguous disadvantaged unincorporated communities. Promote the delivery of adequate, sustainable, efficient, and effective levels of service through periodic updates of Municipal Service Reviews, Spheres of Influence, and other studies.

MENDOCINO

Local Agency Formation Commission

Staff Report

DATE: October 2, 2017
TO: LAFCo Policies & Procedures Committee
FROM: Uma Hinman, Executive Officer
SUBJECT: Property Tax Exchange Agreement Policy Development

Background

During its July 31st and September 14th meetings, the Policies and Procedures Committee discussed and reviewed a draft policy change to address the Commission's direction to review the tax share agreement process for applications. The Committee directed staff to meet with staff from the County CEO's office to discuss coordination between LAFCo and the County for applications that trigger the tax agreement requirement.

EO Hinman met with County Executive Office staff on August 16th to discuss the process of tax share negotiations. A flowchart of LAFCo's annexation process and copies of the CKH sections that trigger the Revenue and Tax Code Section 99 tax share negotiations were provided to County staff. LAFCo's application process was reviewed and discussed, emphasizing that application processing cannot move forward until a tax share agreement is reached and resolutions from both the County and the affected district(s) are submitted. EO Hinman noted that while LAFCo has no authority over the tax share negotiation process, LAFCo staff could help facilitate the process and communication.

County staff indicated that tax sharing would be most appropriate in cases where like services were being transferred. The County's process is to schedule the negotiation for the BOS once the Assessor and Auditor have prepared the breakdown of tax apportionments.

The County noted that the earlier in the process they receive notification of the application and tax share negotiation requirement, the better. It was discussed that LAFCo staff could send an informative email to the CEO at the pre-application stage, if appropriate. Additionally, LAFCo staff have developed form letters that will be sent to the CEO and Auditor's Office upon receipt of (otherwise) complete applications.

Mendocino LAFCo Policies and Procedures includes the following policy regarding applications (existing language) (Chapter 10, Section 4. Application Requirements)

Application Materials. Applications to the Commission must contain all the information and materials required by the CKH Act (G.C. §56652 and 56653), including a plan for services, as well as the applicable fees or deposit toward fees as specified by the LAFCo Fee Schedule. Except when the Commission is the Lead Agency pursuant to the CEQA (as

defined in Public Resources Code §21067), an application must also contain complete documentation of the Lead Agency's environmental determination. No application for a change of organization or reorganization will be deemed complete and scheduled for hearing unless Revenue and Taxation Code (Section 99) requirements for tax apportionment agreements have been satisfied.

The Policies and Procedures Committee is recommending revisions to the last sentence of the existing Application Materials policy to clarify the tax exchange process, as follows (new language underlined):

...No application for a change of organization or reorganization will be deemed complete and scheduled for public hearing until proof of a property tax exchange agreement, in the form of adopted resolutions, is provided by the local agencies whose service area or service responsibility will be altered by the proposed jurisdictional change pursuant to Revenue and Taxation Code Section 99(b)(6). To facilitate the tax exchange process, upon receipt of applications requiring the process, LAFCo staff will provide notification of the application to the County CEO, Auditor and Assessor, with a copy also provided to the Supervisor in whose district the change of organization is occurring.

Additionally, attached are two template letters for providing official notice that an application has been filed with LAFCo and outlining key parts of the property tax exchange agreement process per RTC § 99. The first letter is a Notice of Filing to the Mendocino County Assessor and Auditor-Controller required per RTC § 99(b). Though not required by state law, the second letter is a Notice of Initiating Property Tax Exchange Agreement Process to the Mendocino County CEO and District Supervisor.

Recommended Action:

The Policies and Procedures Committee recommends the following policy to the Commission for approval; staff recommends adoption of the attached resolution. The draft policy has been reviewed and approved by legal counsel.

Chapter 10, Section 4. Application Requirements (full policy language)

Application Materials. Applications to the Commission must contain all the information and materials required by the CKH Act (G.C. §56652 and 56653), including a plan for services, as well as the applicable fees or deposit toward fees as specified by the LAFCo Fee Schedule. Except when the Commission is the Lead Agency pursuant to the CEQA (as defined in Public Resources Code §21067), an application must also contain complete documentation of the Lead Agency's environmental determination. No application for a change of organization or reorganization will be deemed complete and scheduled for public hearing until proof of a property tax exchange agreement, in the form of adopted resolutions, is provided by the local agencies whose service area or service responsibility will be altered by the proposed jurisdictional change pursuant to Revenue and Taxation Code Section 99(b)(6). To facilitate the tax exchange process, upon receipt of applications requiring the process, LAFCo staff will provide notification of the application to the County CEO, Auditor and Assessor, with a copy also provided to the Supervisor in whose district the change of organization is occurring.

Attachments:

- (1) Notice of Filing template letter
- (2) Notice to County CEO and District Supervisor template letter
- (3) Resolution No. 2017-18-01

MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center ◊ 200 South School Street ◊ Ukiah, California 95482
Telephone: 707-463-4470 Fax: 707-462-2088 E-mail: eo@mendolafco.org Web: www.mendolafco.org

____ (date)

TO: Mendocino County Assessor and Auditor-Controller

RE: Notice of Filing per RTC § 99(b)

This Notice of Filing is required per Revenue and Taxation Code (RTC) Section 99(b). On ____ (date), LAFCo received an application from ____ (local agency) proposing a jurisdictional change as detailed below (LAFCo File No. ____):

____ (project scope)

Per RTC § 99, when a jurisdictional change alters the service area or service responsibility of one or more local agencies, the allocation of property tax revenue is adjusted according to the property tax exchange agreement reached between the affected local agencies. The affected local agencies cannot commence the negotiation process and develop a property tax exchange agreement until information is provided as follows:

- Within 30 days of this Notice of Filing, the Assessor shall provide assessed valuations and tax rate area information to the Auditor per RTC § 99(b)(1)(A).
- Within 45 days of this Notice of Filing, the Auditor shall notify the governing body of each affected local agency regarding the estimated property tax revenue subject to a negotiated exchange per RTC § 99(b)(3).

To assist in preparing the above information, attached is a list of the Assessor Parcel Numbers for the proposed jurisdictional change. In addition, the following list identifies each local agency whose service area or responsibility will be altered by the proposed jurisdictional change:

- ____

Per RTC § 99(b)(6), LAFCo cannot deem this application complete and move forward with scheduling a public hearing until we receive proof of a property tax exchange agreement, in the form of adopted resolutions, from the affected local agencies. We appreciate your efforts to provide the necessary information in a timely manner in order for the affected local agencies to commence the negotiation process. Please do not hesitate to contact me if you need additional information or have any questions.

Sincerely,

Uma Hinman
Executive Officer
Mendocino LAFCo

MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center ♦ 200 South School Street ♦ Ukiah, California 95482
Telephone: 707-463-4470 Fax: 707-462-2088 E-mail: eo@mendolafco.org Web: www.mendolafco.org

____ (date)

TO: Mendocino County CEO and District Supervisor

RE: Notice of Initiating Property Tax Exchange Agreement Process

Notice is hereby provided that a property tax exchange agreement process has been initiated per Revenue and Taxation Code (RTC) Section 99. LAFCo issued a Notice of Filing to the Mendocino County Assessor and Auditor-Controller on ____ (date) per RTC § 99(b) based on an application received from ____ (local agency) proposing a jurisdictional change as detailed below (LAFCo File No. ____):

____ (project scope)

Per RTC § 99, when a jurisdictional change alters the service area or service responsibility of one or more local agencies, the allocation of property tax revenue is adjusted according to the property tax exchange agreement reached between the affected local agencies. The affected local agencies cannot commence the negotiation process and develop a property tax exchange agreement until information is provided as follows:

- Within 30 days of the Notice of Filing, the Assessor shall provide assessed valuations and tax rate area information to the Auditor per RTC § 99(b)(1)(A).
- Within 45 days of the Notice of Filing, the Auditor shall notify the governing body of each affected local agency regarding the estimated property tax revenue subject to a negotiated exchange per RTC § 99(b)(3).

According to RTC § 99(b)(4), the affected local agencies have 60 days from receiving the Auditor's letter to negotiate and determine the amount of property tax revenue to be exchanged; the negotiation period may be extended to 90 days with proper notice. In the event that a jurisdictional change would affect one or more special districts, the Board of Supervisors shall negotiate on behalf of the districts per R&T 99(b)(5).

Per RTC § 99(b)(6), LAFCo cannot deem this application complete and move forward with scheduling a public hearing until we receive proof of a property tax exchange agreement, in the form of adopted resolutions, from the affected local agencies. If tax share negotiations result in no agreement, please provide written notice to LAFCo that no tax share agreement was reached so that we may proceed with our process. If desired, LAFCo staff is available to facilitate a meeting between ____ (the applicant) and the County to assist in the negotiation process. Please do not hesitate to contact me if you need additional information or have any questions.

Sincerely,

Uma Hinman
Executive Officer
Mendocino LAFCo

**A RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY**

LAFCo Resolution No. 2017-18-02

**FINANCIAL POLICIES
AUTHORIZING THE EXECUTIVE OFFICER TO PERFORM SPECIFIC DUTIES**

WHEREAS, Local Agency Formation Commissions have been created under the provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Sections 56000 et. seq. of the Government Code, as independent agencies, with the power to adopt application processing policies, as necessary, to carry out their functions, (§56384); and

WHEREAS, the Commission reviews and approves applications for reorganizations, which require tax share agreements between local agencies under Revenue and Taxation Code Section 99; and

WHEREAS, LAFCO has no authority over the Revenue and Taxation Code Section 99 proceedings but requires proof of tax share agreements before scheduling a reorganization application for public hearing; and

WHEREAS, it is the Commission's desire to improve communication and notification of the Revenue and Taxation Code Section 99 requirements early in an application process; and

WHEREAS, this Commission held a public meeting on the proposed policy modification regarding application materials and at that meeting, this Commission received all oral and written comments with respect to the proposed policy and the report of the Executive Officer.

NOW, THEREFORE, the Local Agency Formation Commission of the County of Mendocino DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Application Materials. Applications to the Commission must contain all the information and materials required by the CKH Act (G.C. §56652 and 56653), including a plan for services, as well as the applicable fees or deposit toward fees as specified by the LAFCo Fee Schedule. Except when the Commission is the Lead Agency pursuant to the CEQA (as defined in Public Resources Code §21067), an application must also contain complete documentation of the Lead Agency's environmental determination. No application for a change of organization or reorganization will be deemed complete and scheduled for public hearing until proof of a property tax exchange agreement, in the form of adopted resolutions, is provided by the local agencies whose service area or service responsibility will be altered by the proposed jurisdictional change pursuant to Revenue and Taxation Code Section 99(b)(6). To facilitate the tax exchange process, upon receipt of applications requiring the process, LAFCo staff will provide notification of the application to the County CEO, Auditor and Assessor, with a copy also provided to the Supervisor in whose district the change of organization is occurring.

The foregoing Resolution was passed and duly adopted at a regular meeting of the Mendocino Local Agency Formation Commission held on this 2nd day of October 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

GERALD WARD, Chair

UMA HINMAN, Executive Officer

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: October 2, 2017
TO: Mendocino Local Agency Formation Commission
FROM: Uma Hinman, Executive Officer
SUBJECT: Budget Adjustment Policy

Background

The Policies & Procedures Committee is recommending a draft policy intended to identify parameters for minor budget adjustments at the administrative level. The policy allows the Executive Officer to exceed individual budget line items not to exceed 5% of the budget line, or \$3,000, whichever is more restrictive. The intent of this draft policy is allow limited flexibility for the Executive Officer to accommodate unexpected expenses in the budget without obtaining full Commission approval prior to the expenditure. The policy also includes a reporting requirement to keep the Commission informed of all overages. Mendocino LAFCo does not currently have a policy discussing procedures for budget adjustments.

The following draft policy defines parameters for minor budget adjustments at the administrative level:

Budget Adjustments

The Commission may make adjustments to its budget at any time during the fiscal year, as it deems necessary. The Executive Officer may approve expenditures exceeding individual account budgets up to 5% of a budget line, not to exceed \$3,000. Any budget exceedances will be reported to the Commission at the following regular meeting.

Recommended Action:

The Policies and Procedures Committee recommends the following policy to the Commission for approval; staff recommends adoption of the attached resolution. The draft policy has been reviewed and approved by legal counsel.

Attachments to be provided at meeting:

(1) Resolution No. 2017-18-03

**A RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY**

LAFCo Resolution No. 17-18-03

FINANCIAL POLICY for BUDGET ADJUSTMENT

WHEREAS, Local Agency Formation Commissions have been created under the provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Sections 56000 et. seq. of the Government Code, as independent agencies, with the power to adopt expenditure and finance policies, as necessary, to carry out their functions, (§56384); and

WHEREAS, the Commission adopts and manages an annual budget including revenues and expenditures; and

WHEREAS, the LAFCO Executive Officer is responsible for managing the day-to-day business of the Commission and for directing expenditures for that purpose within the guidelines established by the adopted budget; and

WHEREAS, there is a need for the Commission to adopt written expenditure and finance policies for the financial operation of LAFCo; and

WHEREAS, it is the Commission's desire to authorize the Executive Officer to perform specific financial duties; and

WHEREAS, this Commission held a public meeting on the proposed policy regarding budget adjustments and at that meeting, this Commission received all oral and written comments with respect to the proposed policy and the report of the Executive Officer.

NOW, THEREFORE, the Local Agency Formation Commission of the County of Mendocino DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Budget Adjustments

The Commission may make adjustments to its budget at any time during the fiscal year, as it deems necessary. The Executive Officer may approve expenditures exceeding individual account budgets up to 5 percent of a budget line, not to exceed \$3,000. Any budget exceedances will be reported to the Commission at the following regular meeting.

The foregoing Resolution was passed and duly adopted at a regular meeting of the Mendocino Local Agency Formation Commission held on this 2nd day of October 2017, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

UMA HINMAN, Executive Officer

GERALD WARD, Chair

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: October 2, 2017
TO: Mendocino Local Agency Formation Commission
FROM: Uma Hinman, Executive Officer
SUBJECT: Status of Applications, Future Projects, MSR & SOI Updates

ACTIVE APPLICATIONS

There are currently two (2) active applications on file with the Commission:

1. City of Ukiah Detachment of Ukiah Valley Sanitation District (UVSD) Served Areas

The City of Ukiah was notified in December 2014 that their detachment application was incomplete pending submittal of a Plan for Services and property tax exchange agreement.

2. Pre-Application Request Millview County Water District Annexation

A pre-application request and deposit was submitted by Millview County Water District on August 17 to receive staff feedback regarding application requirements for annexation of an area located outside the District boundaries but within its sphere of influence. The proposal includes the Nicolls annexation properties as well.

FUTURE PROJECTS:

There are four (4) potential project proposals that have been brought to LAFCo's attention:

1. Anderson Valley CSD Proposed Activation of Latent Powers to Provide Water and Sewer Services

Staff has been corresponding with AVCSO regarding application requirements and timing with grant needs. AVCSO is in the process of preparing an EIR; EO Hinman has corresponded with District to be included in EIR process.

2. Calpella CWD Proposed Annexation

Potential annexation of the Central Avenue Area, which has been receiving water services since 2000. The area has been identified for future annexation in the recent SOI Plan. This application will be unnecessary upon consolidation of the five water districts.

3. Proposed Consolidation of Five Water Districts in the Ukiah Valley area

Potential consolidation of five water districts in the Ukiah valley area: Calpella CWD, Millview CWD, Willow CWD, Redwood Valley CWD, and Russian River Flood Control. LAFCo sent a letter of support encouraging state assistance with the water rights applications to Governor Brown in May 2017. EO Hinman has spoken with the SWRCB staff regarding the consolidation; LAFCo has been encouraged to participate in the process early on with the goal of processing concurrent applications.

(Continued...)

4. Annexation of Industrial Property into Willits

Correspondence with City and a developer wishing to annex industrial properties into the City of Willits.

MSR & SOI UPDATES:

The following provides an update on the 2017/2018 Work Plan:

MSR	SOI	MSR/SOI	Start Date	Targeted Workshop Date	Status
	X	Fire Districts (14)	Varies	Varies	Three SOI updates have been set for workshop on 6/5/17, 8/7/17, and 10/2/17; staff continues to follow up with districts to obtain information. SOI updates will be brought to workshop for individual districts as they are ready.
X	X	City of Fort Bragg	1/6/17	8/7/17	Workshop held 8/7/17. Public hearing scheduled for 11/6/17
	X	City of Willits	11/10/16	12/4/17	In progress; waiting for City to provide information on SOI
X	X	Brooktrails CSD	7/17/17	12/4/17	Draft MSR/SOI in process; RFI response due 10/18/17
X	X	Redwood Coast FPD	6/1/17		RFI response received
X	X	Fort Bragg Rural FPD			Pending
X	X	Covelo CSD			Pending
X	X	Mendocino City CSD			Pending
X	X	Mendocino Coast RPD			Pending
		Mutual Water Companies	8/21/17		Profiles only; research initiated