

MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center | 200 South School Street | Ukiah, California 95482
Telephone: (707) 463-4470 | E-mail: eo@mendolafco.org | Web: http://mendolafco.org

COMMISSIONERS

Gerald Ward, Chair & Treasurer
Public Member

Carre Brown, Vice Chair
County Board of Supervisors

Kevin Doble
Ukiah City Council

Gerardo Gonzalez
Willits City Council

John McCowen
County Board of Supervisors

Theresa McNerlin
Ukiah Valley Sanitation District

Tony Orth
Brooktrails Township CSD

Scott Ignacio, Alternate
Point Arena City Council

Dan Hamburg, Alternate
County Board of Supervisors

Carol Rosenberg, Alternate
Public Member

Jenifer Bazzani, Alternate
Ukiah Valley Fire 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

Approved by Commission December 3, 2018
MINUTES

Local Agency Formation Commission of Mendocino County

Regular Meeting of Monday, November 5, 2018

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

1. **CALL TO ORDER and ROLL CALL** (Video Time 1:30)

Vice Chair Brown called the meeting to order at 9:01am.

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

Members Absent: Commissioner Jerry Ward

Alternate Members Present: Commissioners Jenifer Bazzani, Scott Ignacio, and Carol Rosenberg

Alternate Members Absent: Commissioner Dan Hamburg

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

Commissioner Carol Rosenberg was immediately seated as the Public Representative and Commissioner Brown was acting Chair in Commissioner Ward's absence.

2. **PUBLIC EXPRESSION** (Video Time 1:54)

No one from the public indicated interest in public expression.

3. **OTHER BUSINESS** (Video Time 2:23)

3a) **Announcement of Special District Representatives**

EO Hinman provided information on the process for the Special District Representative elections and announced the results. Commissioner Jenifer Bazzani (Ukiah Valley Fire District) will continue as the Alternate Member and John Huff (Mendocino Coast Recreation & Park District) will join LAFCo as the Regular Member Representative, with terms to being January 2019.

3b) **Public Member Representative Interviews**

EO Hinman provided information on the process for the Public Representative, noting current Commissioner Gerald Ward was the only applicant.

Commissioner Orth moved to reappoint Gerald Ward as the Public Representative and Commissioner Gonzalez seconded the motion. However due to Commissioner Ward's absence and to provide adequate notice on the Agenda, Commission consensus was to table the motion until the December 3, 2018 meeting.

CONSENT CALENDAR (Video Time 6:15)

4a) Approval of the September 10, 2018 Regular Meeting Summary Minutes

4b) Approval of the September 2018 Claims

4c) Approval of the October 2018 Claims & Financial Reports

Vice Chair Brown noted a question submitted to her by absent Chair Ward regarding the verification of costs related to the CALAFCO Conference hotel reimbursement requests. EO Hinman confirmed the amounts as stated in the claims forms are correct.

<u>September 2018 Claims totaling</u>	<u>\$ 8,523.40</u>
Hinman & Associates Consulting	\$ 6,391.00
P. Scott Browne	\$ 600.00
Ukiah Valley Conference Center	\$ 462.09
Commissioner Reimbursement	\$ 127.00
Mendocino County, GIS & Televising	\$ 385.86
Newspaper notices	\$ 557.45

<u>October 2018 Claims totaling</u>	<u>\$ 15,462.02</u>
Hinman & Associates Consulting	\$ 10,560.25
P. Scott Browne	\$ 600.00
Ukiah Valley Conference Center	\$ 445.00
California Special District Association dues	\$ 1377.00
CALAFCO Conference, travel & lodging	\$ 2,479.77

Upon motion by Commissioner Gonzalez and second by Commissioner Rosenberg, Consent Calendar items 4a) Approval of the September 10, 2018 Regular Meeting Summary Minutes, 4b) Approval of the September 2018 Claims, and 4c) Approval of the October 2018 Claims & Financial Reports were approved by roll call vote:

Ayes: (7) Brown, Doble Gonzalez, McCowen, McNerlin, Orth, and Rosenberg
Absent: (1) Ward

4. PUBLIC HEARING ITEMS (Video 7:51)

None

5. WORKSHOP ITEMS (Video time 7:53)

None

6. MATTERS FOR DISCUSSION & POSSIBLE ACTION (Video time 8:00)

7a) Presentation: Mendocino County Sustainable Agricultural Lands Committee (SALC)

(Video time 8:07)

Megan McCluer, Executive Director of Mendocino County Resource Conversation District (MCRCD) presented to the Commission regarding the Mendocino County Sustainable Agricultural Lands Committee (SALC.) She provided a handout with information on the background, key members, vision/mission, approach, and collaborations of the Committee. SALC members Carol Mandel, USDA Natural Resources Conservation Service and Alan Nicholson, Inland Mendocino Land Trust, also presented to the Commission. Comments and questions were offered by Commissioners Brown, Doble, Orth, and Gonzalez.

7b) Mendocino Coast Healthcare District Report (Video time 28:55)

This item was postponed, as requested by the Mendocino Coast Healthcare District, to allow the District additional opportunity to review the report and respond. The Commission will hear the report it requested from the Executive Officer regarding the history of the District boundary as well as review the possibility of scheduling the Municipal Service Review and Sphere of Influence update in 2019, at the December 3, 2018 regular meeting.

7c) Commissioner Compensation Policy Amendment (Video time: 29:40)

EO Hinman presented the policy amendment to include City Member and Alternates' eligibility for mileage reimbursement, as recommended by the Policies & Procedures Committee. Comments and questions were offered by Commissioners Orth, Rosenberg, McCowen, McNerlin, Ignacio, and Brown.

Upon motion by Commissioner McCowen and second by Commissioner Orth, Resolution No. 2018-19-02, approving the Commissioner Compensation Policy amendment, adding underlined word as shown below, was approved by roll call vote:

“Commission Members and Alternates are eligible for reimbursement of actual costs associated with approved out-of-county travel, lodging, meals, and registration fees, and other necessary and reasonable expenses. The standard federal_mileage rate and meal allowances as established by the California Department of Human Resources shall apply.”

Ayes: (7) Brown, Doble Gonzalez, McCowen, McNerlin, Orth, and Rosenberg
Absent: (1) Ward

7d) Proposed Policies & Procedures Manual Update (Video time 38:45)

EO Hinman presented the updated Manual as recommended by the Policies & Procedures Committee, noting that all content had been previously approved by the Commission and the update was related to reformatting of the document. Comments and questions were offered by Commissioners Gonzalez, McCowen, Rosenberg, and Ignacio.

Upon motion by Commissioner McCowen and second by Commissioner Orth, Resolution No. 2018-19-03, approving the Policies & Procedures Manual update was approved by roll call vote:

Ayes: (7) Brown, Doble Gonzalez, McCowen, McNerlin, Orth, and Rosenberg
Absent: (1) Ward

7. INFORMATION/ REPORT ITEMS

8a) Work Plan, Current, and Future Proposals (Video Time: 46:15)

EO presented the staff report, noting no new changes to the applications. She reviewed recent inquiries regarding potential projects with no formal pre-application on file as of yet. She also provided details on the upcoming schedule for MSR/SOI updates. There were no comments or questions.

8b) Correspondence (Video Time: 48:00)

EO Hinman noted correspondence as listed on the agenda is available from the Clerk, upon request.

8c) Executive Officer's Report (Video Time: 48:42)

EO Hinman reported.

8d) Committee Reports (Video Time: 50:25)

The Executive Committee is meeting directly after the regular meeting.

The last Policies and Procedures committee meeting was held in October and it was noted the Committee has no current issues to discuss.

8e) Commissioners Reports, Comments or Questions (Video Time: 50:55)

None.

8f) CALAFCO Business and Legislation Report (Video Time: 51:11)

CONFERENCE: EO Hinman, Commissioners Ignacio, Gonzalez, and Bazzani all shared information on their recent attendance of the CALAFCO conference, thanking the Commission for the opportunity to participate. It was noted that all handouts from the conference are available on the CALAFCO website and further information will continue to be provided in future meetings.

ADJOURNMENT

There being no further business, at 10:21am the meeting was adjourned. The next regular meeting is scheduled for Monday, December 3, 2018 at 9:00am in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.

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

<https://www.youtube.com/watch?v=eDRGHS0HK-s>