

MENDOCINO

Local Agency Formation Commission

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CHAIR

Jerry Ward
Public Member

VICE CHAIR

John McCowen
County Board
of Supervisors

MEMBERS

Dan Hamburg
County Board
of Supervisors

Doug Hammerstrom
Fort Bragg City Council

Holly Madrigal
Willits City Council

Theresa McNerlin
Ukiah Valley Sanitation District

Vacant
Special District Member

ALTERNATE MEMBERS

Carre Brown
County Board
of Supervisors

Kevin Doble
Ukiah City Council

Carol Rosenberg
Public Member

Angela Silver
Calpella County Water District

Executive Officer
George Williamson

Counsel
Scott Browne

Analyst
Colette Metz

Commission Clerk
Elizabeth Salomone

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

Approved by Commission January 4, 2016

MINUTES

LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY

Regular Meeting of Monday, December 7, 2015

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

Call to Order

Chair Ward called the meeting to order at 9:06am.

Roll Call

Members Present:

Commissioners Dan Hamburg, Doug Hammerstrom, John McCowen, Theresa McNerlin(9:39am), and Jerry Ward

Members Absent:

Holly Madrigal

Alternate Members Present:

Commissioners Kevin Doble, Carol Rosenberg, and Angela Silver

Alternate Members Absent:

Commissioners Carre Brown

Staff Present:

George Williamson, Executive Officer
Elizabeth Salomone, Clerk

Alternate Commissioner Silver immediately took seat in the Special District Representative Vacancy. Alternate Commissioner Doble immediately took seat in the City Council Representative.

Consent Calendar

1. Approval of the November 2, 2015 Regular Meeting Summary Minutes
2. Approval November 2015 Claims
3. Acceptance of the Monthly Financial Report
4. Approval of 2016 Meeting Schedule

Commissioner Ward asked for Item 3 to be pulled from the Consent Calendar for discussion.

Upon motion by Commissioner Hammerstrom and second by Commissioner Hamburg, Items 1, 2, & 4 of the Consent Calendar were approved by unanimous vote:

Ayes: Commissioners Doble, Hamburg, Hammerstrom, McCowen, Silver, and Ward

Absent: McNerlin and Madrigal

Commissioner Ward noted the following in regards to the Financials:

- Angela Silver reimbursement check incorrect amount
- Office expenses estimate of \$15 should now be \$318.69
- Budget projections for SOI Updates, Contract Services, etc. in a mid-year review.

Commissioner Rosenberg asked about the budget allocation for Baracco & Associates. Chair Ward noted the Executive Committee is reviewing and will present a recommendation in January.

Upon motion by Commissioner Hamburg and second by Commissioner McCowen, Items 3 of the Consent Calendar was approved by unanimous vote:

Ayes: Commissioners Doble, Hamburg, Hammerstrom, McCowen, Silver, and Ward
Absent: McNerlin and Madrigal

5. Public Expression - No one indicated an interest in speaking.

Public Hearings

Public Hearing Notices were published in the newspapers for Anderson Valley CSD, Gualala CSD, and Laytonville CWD SOI Updates. Public Hearing Continuation for Round Valley CWD SOI Update from November 2, 2015 Regular Meeting.

6. Anderson Valley Community Service District Sphere of Influence Update
Staff recommended approval of the AVCSO SOI Update.

The Public Hearing was opened at 9:39am.

Joy Andrews, AVCSO District Manager, received comments and questions from Commissioners Hamburg, Doble, Rosenberg, Ward, McCowen, and Hammerstrom.

Discussion was held regarding the gaps between fire-related service provider boundaries throughout the County, often due to inaccessibility. Ms. Andrews noted that Chief Avila has developed the proposed SOI map with great detail and care.

Commissioner McCowen asked Ms. Andrews if the AVCSO Board understood that expansion of the SOI leads to annexing areas to the District. Ms. Andrews assured the Commission the AVCSO Board does understand.

Commissioner Doble noted the precedent that may be set by a District expanding their SOI to meet the Response Area as assigned by dispatch.

Commissioner McCowen asked George Williamson to research the State Legislation intent regarding identification of Disadvantaged Unincorporated Communities within LAFCo reports, specifically if it is to identify DUCs in the vicinity of a District that could be feasibly served or not and note such findings in the reports. He also suggested the template for all reports may need to be changed based on the findings.

The Public Hearing was closed at 10:06am.

Upon motion by Commissioner Hamburg and second by Commissioner Silver, approval of the Anderson Valley Community Services District Sphere of Influence Update as stated in Resolution 15-16-08 with changes listed below was approved by roll call vote:

Edits:

Pg 7, 4th paragraph, add “to”

Pg 7, 4th paragraph, to the end of the paragraph add “These properties are included in the response area.”

Pg 8, 2nd paragraph, strike “Residents, as well as non-residents, use the District’s recreation services and pay the same fees for all program services.”

Pg 9, 4th paragraph, substitute “parcels” for “those”

Pg 9, last paragraph, change AVSD to AVCSD

Pg 10, 2nd paragraph, change “station” to “stations”

Pg 12, 1st paragraph, substitute “whose owners” for “who”

AVCSD and LAFCo staff to determine the use of AVCSD vs AVFD throughout document at each reference.

Ayes: Commissioners Doble, Hamburg, Hammerstrom, McCowen, McNerlin, Silver, and Ward

Absent: Madrigal

7. Gualala Community Service District Sphere of Influence Update

Staff recommended continuation of the Public Hearing to the January Regular Meeting in order to allow Sonoma County LAFCo time to provide feedback on the Gualala CSD SOI, as it extends into Sonoma County.

The Public Hearing was opened at 9:19am.

Joe Wilson, Gualala District Manager, received comments and questions from Commissioners Doble, Hammerstrom, Hamburg, and Ward.

The Public Hearing was continued to the January 4, 2016 meeting.

Upon motion by Commissioner Hammerstrom and second by Commissioner Hamburg, continuation of the Public Hearing to the January 4, 2016 Regular meeting for the Gualala CSD SOI Update was approved by unanimous vote:

Ayes: Commissioners Doble, Hamburg, Hammerstrom, McCowen, Silver, and Ward

Absent: McNerlin and Madrigal

8. Laytonville County Water District Sphere of Influence Update

Staff recommended approval of the Laytonville County Water District SOI Update, noting the reduction of proposed SOI. He noted the replacement of Agenda #8 Staff Report was distributed by the Clerk. The Laytonville CWD staff and Board have reviewed and approved the SOI Update.

The Public Hearing was opened at 10:10am and closed at 10:11am.

Upon motion by Commissioner McCowen and second by Commissioner Doble, approval of the Laytonville County Water District Sphere of Influence Update as stated in Resolution 15-16-09 was approved by roll call vote:

Ayes: Commissioners Doble, Hamburg, Hammerstrom, McCowen, McNerlin, Silver, and Ward

Absent: Madrigal

9. Round Valley County Water District Sphere of Influence Update

Staff recommended continuation of the Public Hearing in order to further consult legal counsel regarding the tribal lands within the Round Valley CWD proposed SOI.

The Public Hearing was opened at 9:27am.

Paula Britton, Tribal Business Administrator, spoke regarding the Round Valley Tribes' lands within the Round Valley CSD proposed SOI. She supported a continuation of the Public Hearing to allow all parties time to consult with legal counsels and other entities. A meeting is planned with LAFCo staff, Round Valley CSD staff and Ms. Britton. Comments and questions were received from Commissioners Hammerstrom and McCowen.

Commissioners McCowen thanked Ms. Britton for her cooperation, input, and assistance.

The Public Hearing was continued to the February 1, 2016 meeting.

Upon motion by Commissioner Hammerstrom and second by Commissioner McCowen, continuation of the Public Hearing to the February 1, 2016 Regular meeting for the Round Valley CSD SOI Update was approved by unanimous vote:

Ayes: Commissioners Doble, Hamburg, Hammerstrom, McCowen, McNerlin, Silver, and Ward
Absent: Madrigal

Chair Ward called a break from 10:12am – 10:22 pm.

Workshop - none

Matters for Discussion & Possible Action

10. CSDA Special District Interest Survey

Chair Ward noted the contract with CSDA has been signed and opened discussion to the Commission regarding the contents of the survey. The Commission requested the email surveys be sent out more than once and hard copies sent to districts known to not rely on email communication. The Commission also requested staff to remind district representatives of the survey when communicating with them on other matters in the next month.

11. Caspar South Water District 12-Month MSR Review

George Williamson reviewed the staff report. He noted the inclusion of Mr. Al Stein's letter to LAFCo in the agenda packet and that Steve Clouse, District Board President, is working with LAFCo and the review will be on the January 4, 2016 Regular Meeting agenda. Chair Ward asked Mr. Williamson to communicate directly with Mr. Stein regarding his concerns, even where the issues do not pertain directly to LAFCo.

12. Status of MSR and SOI Updates

George Williamson presented the staff report. Comments and questions were offered by Commissioners McCowen, Rosenberg, McNerlin, Ward.

Commissioner McNerlin stressed the importance of keeping to the approved budget. She suggested adding education on the MSRs and SOIs to the survey.

Chair Ward asked Mr. Williamson if he had heard from Mr. Baracco. Mr. Williamson referred to an email from Mr. Baracco to LAFCo staff noting he would not be at the December meeting but intended to present the remaining Fire District MSRs at the January 2016 meeting.

13. Status of Current and Future Projects

George Williamson presented the staff report. Comments and questions were offered by Commissioners Rosenberg, Hammerstrom, McCowen, and Hamburg.

Other Items

14. Correspondence

George Williamson noted the correspondence included within the packet:

- *Redwood Valley County Water District letter regarding application for Annexation/Dissolution.*
- *CALAFCO 2016 Calendar of Events*

15. Executive Officer's Report

George Williamson reported on the following:

- Special District Elections. Nominations are due December 15, 2015. Ballots will be produced and distributed, as appropriate.
- The Policies and Procedures Update has been distributed to Commissioners and feedback is requested by Friday, December 11, 2015.
- The Fiscal Audits are still underway with no update available.

16. Commissioners Reports, Comments or Questions

Jerry Ward: asked for an update on the ability for special district boards to appoint their own board members.

George Williamson had no update available but anticipated one for January.

Angela Silver: presented materials from the CALAFCO SB 88 Water System Consolidation workshop she attended. Chair Ward directed staff to place the topic on the January agenda, particularly the role of LAFCo with JPAs and a summary of the legislation.

17. Legislation Report – There was no report presented.

Adjournment

There being no further business, at 11:17am the meeting was adjourned to the next regular meeting on Monday, January 4, 2016 at 9:00 AM in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.