

MENDOCINO

Local Agency Formation Commission

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

COMMISSIONERS

Carre Brown, Chair
County Board of Supervisors

Tony Orth, Vice Chair
Brooktrails Township CSD

Gerald Ward, Treasurer
Public Member

Gerardo Gonzalez
Willits City Council

Vacant
Special District

Scott Ignacio
Point Arena City Council

John McCowen
County Board of Supervisors

Jenifer Bazzani, Alternate
Ukiah Valley Fire District

Will Lee, Alternate
Fort Bragg City Council

Richard Weinkle, Alternate
Public Member

John Haschak, Alternate
County Board of Supervisors

STAFF

Executive Officer
Uma Hinman

Analyst
Larkyn Feiler

Commission Clerk
Kristen Meadows

Counsel
Scott Browne

REGULAR MEETINGS

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

Policies and Procedures Meeting A G E N D A

September 23, 2020; 10:00 a.m.
Meeting held remotely via Zoom due to pandemic.

Important Notice

Pursuant to State Executive Order N-29-20 pertaining to the convening of public meetings in response to the COVID-19 pandemic, effective March 20, 2020, the Mendocino Local Agency Formation Commission (LAFCo) meetings will be conducted remotely and will not be available for in person public participation until further notice.

The Executive Committee Meeting will be accessible to the public via teleconference (see www.mendolaafco.com/meeting_documents for access and participation information.

In order to minimize the risk of COVID-19 exposure, the public may provide written and verbal comments in lieu of personal attendance as outlined below.

Submit written comments electronically to eo@mendolaafco.org by 8:00 a.m. on September 23. In the subject line, specify the agenda item number for your comments, "To be read aloud" if desired, and in the body of the email include your name. If to be read aloud, please keep your comments to 500 words or less. All written comments will be provided as soon as feasible to the Commission and posted on the meeting documents page of the website.

Provide verbal comments via teleconference with the information provided on the website. Please pre-register by email to eo@mendolaafco.org by 8:00 a.m. on September 23 to allow staff time to provide meeting participation instructions. In the subject line, specify the agenda item number for your comments and "...Live" (Example: Item 2b Public Comment Live), your name. Participants will receive instructions for participation in the meeting. Each participant will have three minutes to provide comments related to the agenda item.

We thank you for your understanding and appreciate your continued interest.

1. CALL TO ORDER & ROLL CALL

Commissioners Gonzalez, Ignacio and McCowen

2. MATTERS FOR DISCUSSION & POSSIBLE ACTION

2a) Approval of the February 24, 2020 Policies & Procedures Committee Minutes

2b) Inactive Projects Policy

Consider a draft policy regarding time limits for inactive projects for recommendation to the Commission.

2c) Electronic Signature Policy

Develop a draft policy on electronic signatures for Commission consideration.

2d) Fee Schedule Update

Update and discussion of development of staff rates and other potential updates to the fee schedule.

2e) Other Policy & Procedure Update Discussions and/or Recommendations

Opportunity for Committee to discuss additional policy and/or procedure topics and topics for future meetings.

3. INFORMATION AND REPORT ITEMS

3a) Executive Officer Report (verbal)

ADJOURNMENT

The next Regular Commission Meeting is scheduled for
October 5, 2020
in the County Board of Supervisors Chambers
501 Low Gap Road, Ukiah, California