

# MENDOCINO

## Local Agency Formation Commission

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### A G E N D A

Regular Meeting of **Monday, June 1, 2020** at 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://mendolaafco.org/recorded-meetings/>  
Meeting documents are available online: <http://mendolaafco.org/meeting-documents/>*

#### 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 regularly scheduled meeting of the Commission will be live streamed and available for viewing on the Mendocino County YouTube page at the following link:

[www.youtube.com/MendocinoCountyVideo](http://www.youtube.com/MendocinoCountyVideo).

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](mailto:eo@mendolaafco.org) by 8:00 a.m. on June 1. 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 website at the following link [www.mendolaafco.org/meeting-documents](http://www.mendolaafco.org/meeting-documents).

Provide **verbal comments** via teleconference with the information below. Please pre-register by email to [eo@mendolaafco.org](mailto:eo@mendolaafco.org) by 8:00 a.m. on June 1 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 4a 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 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. See public participation information above.

#### 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

##### **John Huff**

Mendocino Coast Recreation and Park 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

### 3. 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.

**3a) Approval of the April 6, 2020 Regular Meeting Summary**

**3b) Approval of the May 4, 2020 Regular Meeting Summary**

**3c) Approval of the May 2020 Claims & Financial Report**

### 4. PUBLIC HEARING ITEMS

Public Hearings are scheduled for Commission consideration and possible adoption of items. 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/>

**4a) Final Budget and Work Plan for Fiscal Year 2020-2021**

The Commission will consider the Final Budget and Work Plan for Fiscal Year 2020-2021. RECOMMENDED ACTIONS: 1) Adopt Resolution No. 19-20-04, approving the Final Budget and Work Plan for Fiscal Year 2020-2021; and 2) Direct staff to distribute the Final Budget and Work Plan to agencies and the County Auditor.

### 5. WORKSHOP ITEMS

Workshops are scheduled for Commission review of draft reports prior to noticing for public hearing. The Commission is invited to discuss and provide feedback to staff in anticipation of considering formal action as part of a public hearing at a future meeting. No action will be taken by the Commission as part of the following item. 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/>

**5a) Mendocino City Community Services District MSR/SOI Update**

The Commission will hold a second Workshop on the Draft Mendocino City Community Services District Municipal Service Review (MSR) and Sphere of Influence (SOI) Update. The Commission will review and discuss the Draft and welcomes public comment on the document. No formal action on the MSR/SOI will be taken at this meeting; a public hearing will be scheduled for formal consideration of the MSR/SOI.

### 6. MATTERS FOR DISCUSSION AND POSSIBLE ACTION

**6a) Legal Counsel Services Report**

The Commission will receive a report on the current Legal Counsel Services Agreement and consider direction to staff regarding proposed changes to the level of service and billing rates, and to update the LAFCo Fee Schedule accordingly. RECOMMENDATION: Direct staff to prepare an amendment to the Legal Services Agreement to increase the average number of hours under contract, clarify regular project billing for legal services, and updates to the LAFCo Fee Schedule and Fee Agreement for Commission consideration

**6b) Cancellation of July 6, 2020 Regular Meeting of the Commission**

The Commission will consider cancellation of the July 6, 2020 Regular Meeting as a cost savings measure. RECOMMENDATION: Direct staff to cancel the July 6, 2020 Regular Meeting of the Commission and distribute notice as appropriate.

### 7. 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.

**7a) Work Plan, Current and Future Proposals** (Written)

**7b) Correspondence** (Copies provided upon request)

**7c) Executive Officer's Report** (Verbal)

**7d) Committee Reports (Executive Committee/Policies & Procedures)** (Verbal)

**7e) Commissioner Reports, Comments or Questions** (Verbal)

**7f) CALAFCO Business and Legislative Report**

## ADJOURNMENT

The next Regular Commission Meeting is scheduled for Monday, **July 6, 2020** at 9:00 AM

*Location to be determined pending updates regarding social distancing mandates and the COVID-19 pandemic.*

Notice: This agenda has been posted at least five (5) calendar days prior to the meeting and in accordance with the temporary Brown Act Guidelines instated by State Executive Order N-29-20.

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: Because the meeting is being held by teleconference, if you are hearing impaired or otherwise would have difficulty participating, please contact the LAFCo office as soon as possible so that special arrangements can be made for participation, if reasonably feasible.

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 to any Commissioner in the past year must disclose the contribution. If you are affected, please notify the Commission before the hearing.