

Lake Local Agency Formation Commission

Regular Meeting Agenda

November 16, 2016 -- 9:30 am

City of Lakeport – City Council Chambers

225 Park Street, Lakeport , California

Website: www.lakelafco.org

“Lake LAFCo oversees orderly development and protects natural resources and agricultural lands”

Commissioners

Ed. Robey, (Public Member)
Allen Gott (Special District Member)
Joyce Overton (City Member)
Stacey Mattina, Chair (City Member)
Gerry Mills, Vice-Chair (Special Dist.
Member)
Anthony Farrington (County Member)
Jim Comstock , (County Member)

Commission Alternate Members

Jeff Smith (County Alternate)
Bruno Sabatier (City Alternate)
Victoria Brandon (Spec. District
Alternate)
Suzanne Lyons (Public Alternate)

Staff

John Benoit, Executive Officer
P. Scott Browne, Legal Counsel
Kathleen Moran, Clerk to the Commission

- 1. Call to Order – Roll Call**

- 2. Approval of Minutes – September 21, 2016 minutes.**

- 3. Public Comment**

This is the time for the public to address the Commission on any matter not on the agenda. Testimony related to an item on the agenda should be presented at the time that item is considered.

4. Consent Agenda

Action: Review and authorize payment of expenses for September and October 2016

5. LAFCo file 2016-0001 Harrell Annexation of 1.57 acres to CSA #6 Finley

- a. *Receive Executive Officer's report and consider Resolution 2016-0012 making determinations and approving this annexation to CSA #6 Finley.*

OTHER BUSINESS

6. Discussion regarding the Calafco Annual Conference in Santa Barbara October 26-28, 2016.

- a. *Hold discussion regarding the annual conference.*

7. Set LAFCo regular meeting meeting schedule for 2017.

- a. *Set LAFCo regular meeting schedule for 2017*

8. Executive Officer' s report

9. Commissioner Reports

This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCO, and legislative matters.

10. Correspondence

11. Adjourn to LAFCO's next regular meeting: Wednesday January 18, 2017 in Clearlake

The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.



Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56325.1

Public Comment

Members of the public may address the Commission on items not appearing on the agenda, as well as any item that does appear on the agenda, subject to the following restrictions:
matter jurisdiction.

- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).
- The total amount of time allotted for receiving public comment may be limited to 15 minutes.
- Any individual's testimony may be limited to 5 minutes. Time to address the Commission will be allocated on the basis of the number of requests received.

Public Hearings

Members of the public may address the Commission on any item appearing on the agenda as a Public Hearing. The Commission may limit any person's input to 5 minutes. Written statements may be submitted in lieu of or to supplement oral statements made during a public hearing.

Agenda Materials

Materials related to an item on this agenda submitted to the Commission after distribution of the agenda area available for review for public inspection at the City of Lakeport and City of Clearlake Community Development Departments office located at City Hall in Lakeport and Clearlake [such documents are also available on the Lake LAFCO website as noted below to the extent practicable and subject to staff's ability to post the documents prior to the meeting].

Accessibility

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting. The location of this meeting is wheelchair-accessible.

Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Lake LAFCO must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660.

A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Contact LAFCO Staff LAFCO staff may be contacted at (707) 592-7528 or by mail at Lake LAFCO c/o John Benoit, Executive Officer P.O. Box 2694, Granite Bay, CA 95746 or by email at johnbenoit@surewest.net or by fax at (916) 797-7631. Agenda items are located on the Lake LAFCO Webpage at www.lakelafco.org

LAKE LOCAL FORMATION COMMISSION

MINUTES

September 21, 2016

REGULAR MEETING

Present:

Stacey Mattina, Chair
Anthony Farrington, County Member
Ed Robey, Public Member
Allen Gott, Special District Member
Gerry Mills, Special District Member
Joyce Overton, City Member
Bruno Sabatier, City Alternate
Victoria Brandon, Special District Alternate
Jeff Smith, County Alternate

Staff Present:

John Benoit, Executive Officer
P. Scott Browne, Legal Counsel
Kathleen Moran, Clerk

Absent: Suzanne Lyons, Public Member Alternate.

1. Call to Order – Roll Call

Chair Mattina called the meeting to order at 9:30 a.m. in the City of Clearlake Council Chambers.

2. Approval of Minutes

Commissioner Gott pointed out that new Commissioner introductions made during the opening of the July 20, 2016 meeting should have included a mention of the re-appointment of Commissioner Gerry Mills as Special District Member.

Motion by Commissioner Robey, seconded by Commissioner Overton to approve the Minutes of the July 20, 2016 Minutes with acknowledgement of the re-appointment of Commissioner Gerry Mills as Special District Member. Motion carried: All yes.

3. Public Comment – None are heard.

4. Consent Agenda

Motion by Commissioner Robey, seconded by Commissioner Comstock to authorize payment of expenses for July and August 2016. Motion carried.

5. Public Hearing regarding Service Review and Sphere of Influence Update for the Lake County Vector Control District

9:38 a.m. Chair Mattina opened Public Hearing.

EO reported that page 12 of the Staff Report was updated as directed at the July 20 meeting to reflect the City Council's action on the zoning amendment referenced in the report. With the exception of correcting minor typos, no other changes were made.

Hearing no other comments, the Chair closed the Public Hearing.

Motion by Commissioner Comstock, seconded by Commissioner Robey to adopt Resolution 2016-0010 adopting a Service Review for the Lake County Vector Control District and Adopting Written Determinations Thereon, and further, adopt Resolution 2016-0011 Approving a Sphere of Influence Update for the Lake County Vector Control District, and authorize the Chair to sign. Resolutions (2) passed and adopted by the following vote:

AYES: Commissioners Mattina, Farrington, Robey, Gott, Mills, Comstock and Overton.

NOES: None.

ABSENT: None.

6. Review Lake LAFCo's Conflict of Interest Code and authorize Executive Officer to sign and file 2016 Local Agency Biennial Notice.

Motion by Commissioner Robey, second by Commissioner Overton that Lake LAFCo's Conflict of Interest Code has been reviewed by the Commission without amendment and authorize the EO to sign and return the 2016 Biennial Notice to the County Clerk. Motion carried.

7. Executive Officer's Report

EO reported on and/or provided updates for the following projects:

- Two Annexations to Finley Water (CSA #5).
- Annexation and SOI Amendment to Spring Valley (CSA #2, Distribution Upgrades).
- Consolidation of CSA #16 (Paradise Cove) and Clearlake Oaks County Water District.
- Upper Lake & Callayomi Water District Annexations.
- Met with Cobb Water District, Adams Springs on 9/20.
- MSR and SOIs: Adams Springs, Street Lighting Districts, EO meeting with Jan Coppinger today 9/21 re: Kelseyville Co Water District MSR update.
- Hidden Valley Lake CSD – met with GM on 9/20 re: MSR update.
- RCD has filed Certificate of Completion on the consolidation.

EO requested Commission to consider appointing a voting member to represent Lake LAFCo at the CALAFCo Conference in Santa Barbara October 26-28 2016.

Motion by Commissioner Robey, seconded by Commissioner Comstock that the need to consider the matter of appointing a voting member to represent Lake LAFCo at the CALAFCo Conference arose after the posting of the September 21, 2016 agenda. Motion carried. All yes.

Motion by Commissioner Robey, seconded by commissioner Comstock to appoint Allen Gott as voting member to represent Lake LAFCo at the CALAFCo Conference. Motion carried: All yes.

Commissioner Gott stated that, if needed, he would consult with the EO prior to a vote to verify the Commission's positions.

8. Commissioner Reports

- Commissioner Robey requested new copies of the Cortese Know Act for all Commission members. EO reported new edition will be available in December, also that it could be posted on the website. The Chair directed EO to place on Agenda when new edition is available.
- Commissioner Brandon reported on her meeting with Assembly candidate Cecilia Aguilar-Curry re: proposed amendment to GC§56653. She stated that the meeting was favorable and that she will follow up after the November 8, 2016 Election.
- Mr. Browne Scott reported on SB 239 (Local Service Contracts, Fire Protection Services). He stated that he recently made an informational presentation to two LAFCOs to discuss the legislation, and would do so in Lake if there is interest in learning about it. Commissioner Mills stated he would inform the Fire Districts.

9. Correspondence

- EO advised that Pamela Miller's report "LAFCO A-Z" has been posted on the Lake LAFCo website along with "Calafco Report to the Little Hoover Commission – August 2016" (*posted on the LAFCo Website as Little Hoover Commission: Calafco Testimony*).

10. Meeting adjourned at 10:25 a.m.

Next regular meeting: Wednesday November 16, 2016 in Lakeport.

By: _____
Kathleen Moran, Clerk

Lake Local Agency Formation Commission

CLAIMS

September and October 2016

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
Oct 1, 2016	Staff Services Sept. 2016	\$ 4,890.67
Aug 1, 2016	Special Projects –Sept 2016 Misc VCMSR SOI	\$ 2,914.00
Sept 21, 2016	Commission Mtg. Stipend 9.21.16	\$ 660.00
8.16-15 to 9.15.2016	Browne- Legal	\$ 525.00
Nov 1, 2016	Staff Svcs Aug 2016	\$ 4,590.67
9.16-16 to 10.15-16	Browne Legal	\$ 1,837.00
TOTAL:		\$ 15,417.34

DATED: Nov 16, 2016

APPROVED: Nov 16, 2016

Stacey Mattina, Chair or Gerry Mills, Vice-Chair
Lake Local Agency Formation Commission

Attest:

John Benoit
Executive Officer

Amount Budgeted	Comma Stipend	Supplies	Memberships	Books	Parade	Attorney Service	LAFco Clerk	Office Stipend	Staff Svcs	Legal Notices	Trans Travel	Conf Regis	Gen Reserve Contingency	Insurance	GIS Mapping	Webpage
2016-2017 Adopted Budget	880.01-12	880.22-70	880.20-00	880.22-72	880.23-98	880.23-98	880.23-79	880.23-79	880.23-79	880.24-00	880.29-50	880.28-50	880.00	880.90-91	880.23-78	880.23-80
18-17 Calafco Dues	\$ 5,280.00	\$ 250.00	\$ 840.00	\$ 200.00	\$ 16,000.00	\$ 16,000.00	\$ 3,000.00	\$ 7,000.00	\$ 48,488.00	\$ 1,000.00	\$ -	\$ 3,000.00	\$ 20,000.00	\$ 10,000.00	\$ 1,400.00	\$ 7,500.00
July 20, 2016 Mtg. Stipend	\$ (600.00)															
Browne Ending 7.15.2016																
JB July 1-31 Staff Svcs																
Staff August 1-31, 2016																
Browne Ending 8.15.16																
CLO and RB Vect. Control mtr-soi																
Revenue File 2016-0002 CSA #6																
Calafco Conference Reg Saballer and Got																
Staff Sept 1-30, 2016 Staff Svcs																
Meeting Stipend Sept 21, 2016	\$ (660.00)															
Browne Ending 9.15.16																
JB Oct 1-31 2016 #0079																
Browne Ending 10.15.16																
Revenue 2016-0003 Peschor Annex																

Remaining in Account	\$ 4,020.00	\$ 250.00	\$ -	\$ 200.00	\$ 11,276.00	\$ 2,400.00	\$ 4,800.00	\$ 32,325.32	\$ 929.66	\$ -	\$ 2,080.00	\$ 10,000.00	\$ 1,400.00	\$ 8,465.00	\$ 150.00
Expended	\$ (1,260.00)	\$ -	\$ (840.00)	\$ 0.00	\$ (4,724.00)	\$ (600.00)	\$ (2,200.00)	\$ (16,162.68)	\$ (70.34)	\$ -	\$ (920.00)	\$ 0.00	\$ 0.00	\$ (1,035.00)	\$ -

Lake LAFCO

2017 Regular Meeting Schedule

3rd Wednesday at 9:30 AM

Regular Meeting Dates:		<i>Alternative Meeting Dates (only as needed):</i>	
January 18	Clearlake	<i>February 15</i>	<i>Lakeport</i>
March 15	Lakeport	<i>April 19</i>	<i>Clearlake</i>
May 17	Clearlake	<i>June 21</i>	<i>Lakeport</i>
July 19	Lakeport	<i>August 16</i>	<i>Clearlake</i>
September 20	Clearlake	<i>October 18</i>	<i>Lakeport</i>
November 15	Lakeport	<i>December 20</i>	<i>Clearlake</i>

Regular meetings of the Commission are scheduled for the third Wednesday of every month at 9:30 a.m. in the Lakeport City Council Chambers, 225 Park St, Lakeport, California or the Clearlake City Council Chambers 14050 Olympic Dr. Clearlake, California. The specific location of each meeting shall be in accordance with the meeting schedule adopted at the January LAFCO meeting. Alternative meeting dates shall remain on the schedule and shall be considered regular meeting dates. For meetings in Lakeport, if the Lakeport Council Chambers are not available, the meeting will occur at the Lake County Board of Supervisor's Chambers, 255 N. Forbes St. Lakeport, CA. The Commission may, at its own discretion, meet at a different time or place from time to time, provided that public notice of such time and place is given in accordance with the Open Meeting Law, Government Code Section 54954 and applicable provisions of the LAFCO Act.

The Chair or Executive Officer may call a special meeting of the Commission. The Chair shall call a special meeting if requested by two or more Commissioners. Any special meetings of the Commission shall be called in the manner provided by Section 54956 of the Government Code. The order calling the special meeting shall specify the time and place of the meeting and the business to be conducted and no other business shall be conducted at that meeting. The special meeting may be called for any day prior to the date established for the next regular meeting of the Commission.