

LOCAL AGENCY FORMATION COMMISSION OF LAKE COUNTY
MINUTES OF MEETING
September 25, 2013

PRESENT:

Ed Robey, Chair, Public Member
Frank Gillespie, Special Districts Member
Jeri Spittler, City Member
Stacy Mattina, City Member
Gerry Mills, Special District Member
Denise Rushing, County Member
Jim Comstock, County Member

ALSO PRESENT:

Jim Abell, Spec. Dist. Alt.
Suzanne Lyons, Public Alt.
Jeff Smith, County Alt.
Joey Luiz, City Alt.
John Benoit, Executive Officer
P. Scott Browne, Legal Counsel
Lora Ceccon, Clerk

1. Call to Order/Roll Call

The meeting was called to order at 9:40 a.m. There was a quorum present.

2. Approval of Minutes – July 17, 2013

Commissioner F. Gillespie moved to approve the July 17, 2013 minutes, second by Commissioner S. Mattina; motion carried.

3. Public Comment

A member of the public asked about Lafco's role. E. Robey explained what Lafco's mission is, stating that the city has its own planning process. Lafco deals with annexations. She wants to de-annex from the city and was told it would cost \$14,000. She lives at Serenity Place and has a 38 acre farm. It is not industrial. A short discussion followed. The Commission suggested that she talk to the City Manager before spending any money. J. Smith took her to meet the City Manager.

4. Consent Agenda

Commissioner J. Comstock moved to authorize payment of the July and August 2013 expenses, second by Commissioner J. Spittler; motion carried.

5. Discussion and direction regarding the Clearlake Service Review

Chair, E. Robey reminded the Commission that this review was discussed during the May meeting. The issue was whether the service review should be completed before or after adoption of the General Plan/EIR. Although no vote was taken regarding that issue, the Commission voted to add \$6,000 to the budget to complete the work. Chair Robey thought it would be a good idea to clarify the discussion that took place in May, and provided the Commission with a

summarization. A lengthy discussion followed regarding roads, storm management, clean water, etc. Betsy Cawn suggested that an outline be generated that includes all these concerns. John will generate an outline.

6. Review and Authorize Chair to sign a response to the 2012-2013 Grand Jury Report

J. Benoit reviewed his response to the 2012-2013 Grand Jury (included in today's agenda packet). He stated that there were various inaccuracies in the report. D. Rushing reported that the Board of Supervisors called them on inaccuracies, also. John would like a copy of the County's response. More discussion followed regarding district consolidations. John will amend the letter, including verbiage from the County's response, and e-mail a copy to E. Robey for signature and sending.

Commissioner D. Rushing moved to authorize the Chair to sign and transmit Lafco's response to the 2012-2013 Grand Jury, with additional verbiage, second by Commissioner S. Mattina, motion carried.

7. Discussion and Direction regarding a proposed Policy, Standard and procedures amendment to address Disadvantaged Unincorporated Communities

J. Benoit stated that this is a straight forward policy to be included in the policies and procedures. He reviewed the policy (included in today's packet). The Commission can set the number of parcels considered a community (3.b)). More discussion followed. Betsy Cawn suggested that the actual statutory code be sited in the policy.

Commissioner G. Mills moved to adopt the policy with the addition of the statutory citations, second by Commissioner J. Spittler, motion carried.

8. Review and discuss proposed Records Retention Policy

J. Benoit stated that Lafco does not have a records retention policy. He reviewed the policy included with today's agenda. The citations are included in the policy. Discussion followed regarding the location of records, length of retention, exemption of drafts, etc. The Commission would like the records kept in Lake County at a place accessible to the public. Today is the start of this conversation; this item will be brought back for further discussion.

9. Review and discuss Calafco Annual Conference by those Commissioners attending

J. Benoit and each of the Commissioners that attended the conference gave brief reports. John mentioned Rosenberg's Rules of Order and advised members that

he will provide copies for the Commissioners' consideration.

10. Executive Officer's report

- a. *Watershed Protection District Service Review* – John reported that he has met with Scott DeLeon to determine what the district does, based on budgets. There is a disconnect as evidenced by the fact that the public does not know what they do. There are also financing issues.

Ms. Cawn provided comments regarding the WPD. She asked that this issue be agendaized for a full discussion.

- b. *Legislation* – provided under conference report

11. Commissioner Reports

Commissioner G. Mills reported that the Lakeport Fire Chief will be retiring in May of next year.

Commissioner D. Rushing asked about the statement in the Grand Jury report regarding a meeting that was to take place between the City of Lakeport and the County.

12. Correspondence - None

13. Adjourn to LAFCO's next regular meeting: November 20, 2013 in Lakeport

The meeting was adjourned at 11:44 a.m.