

Mono County Local Agency Formation Commission

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PO Box 8
Bridgeport, CA 93517
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SPECIAL MEETING AGENDA

April 28, 2021 – 3:00 pm

As authorized by Gov. Newsom's Executive Orders, N-25-20 and N-29-20, the meeting will be accessible remotely by live cast with Commissioners attending from separate remote locations. There is no physical meeting location. This altered format is in observance of recent recommendations by local officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

The meeting may be joined by video at <https://monocounty.zoom.us/j/95024124778?pwd=QUY4Qnh0aW4vNUowSIJPTjlyUVlydz09> or by telephone at: 669-900-6833 (Meeting ID# is 950 2412 4778, password 1234) where members of the public shall have the right to observe and offer public comment. If you are unable to join the Zoom webinar and wish to make a public comment prior to the meeting, please submit your comment, limited to 250 words or less, to cddcomments@mono.ca.gov by 5:00 PM on Wednesday, June 24, 2020. Comments longer than 250 words may be summarized, due to time limitations. All comments will be made a part of the record.

An alternate method to access the video meeting is <https://zoom.us/join> and enter Meeting ID: 950 2412 4778, password 1234

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
2. **PUBLIC COMMENT**
3. **MINUTES:** Review and approve minutes of June 25, 2020 *p.1*
4. **ELECTION OF A CHAIR AND VICE CHAIR** *p.3*
5. **PRESENTATION ON LAFCO PURPOSE AND RESPONSIBILITIES**
6. **PUBLIC HEARING 3:00 PM FISCAL YEAR 2021-22 PRELIMINARY BUDGET** open the public hearing for any public comments, discuss, and provide any desired direction to staff on the 2021/22 preliminary budget *p.5*
7. **UPDATE ON PROPERTY TAX AGREEMENTS REGARDING THE SNOWCREEK ANNEXATION** : Verbal update

LAFCO COMMISSIONERS

Hank Brown, Tom Cage, Sarah Rea, Lynda Salcido, Jennifer Kreitz, Rhonda Duggan, Bruce Woodworth

8. COMMISSIONER REPORTS

9. EXECUTIVE OFFICER'S REPORT

10. ADJOURN to a future special meeting. Discuss date and times with Commission for the June Budget adoption hearing.

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SPECIAL MEETING DRAFT MINUTES

June 25, 2020

COMMISSIONERS PRESENT: John Peters & Fred Stump, Mono County; Lynda Salcido, Town of Mammoth Lakes; Hank Brown & Tom Cage, special districts; Bruce Woodworth, public member, Stephen Kalish, alternate public member

STAFF PRESENT: Gerry LeFrancois, Executive Officer; Kelly Karl, Assistant Planner; Melissa Bell, Secretary

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** *Chair Hank Brown called the meeting to order and attendees recited the pledge of allegiance.*
2. **PUBLIC COMMENT:** *No comments*
3. **MINUTES:** *Review and approve minutes of May 28, 2020, motion by Stump and second by Woodworth to approve minutes, passes 6 ayes and 0 noes.*
4. **PUBLIC HEARING 5:00 PM FISCAL YEAR 2020-21 BUDGET ADOPTION** *Chair Brown opened the public hearing for any public, Commissioner comments, discussion, and approval of LAFCO Budget 2020-21; Cage: asked how much the budget changes from year to year, LAFCO staffing needs and work items, and he requested actuals going forward.*

LeFrancois discussed staffing needs and expenses as stable. We might see one or two LAFCO issues every few years. LAFCO budget is very status quo on a year to year basis, but we now have a rollover budget going forward. Staff is working on some state funding and grants for Municipal Service Reviews(MSR) and Sphere of Influence(SOI) studies. The grant funding, if successful, would also be coordinated with the Community Development Department's review of housing infrastructure needs and capacity limitations of special districts.

Stump stated that if additional money or budget is required, LAFCO can amend the budget as needed.

A motion by Brown and second by Woodworth to adopt 2020/21 budget as presented, passes 6 ayes and 0 noes.
5. **UPDATE on WHEELER CREST CSD ANNEXATION:** *this is a follow up item requested by Commission Stump. LeFrancois discussed the Wheeler Crest CSD Annexation. At the time, Haber properties did appear outside of district boundaries, staff processed, Commission approved the annexation last year. Staff is continuing to look into this issue and search for any other recorded documentation.*

Stump: Is requesting staff to inform the CSD Board about this issue and provide updates, as necessary.

- 6. DISCUSSION AND APPROVAL OF LETTER TO MONO COUNTY AUDITOR-CONTROLLER'S OFFICE REGARDING ANNEXATION OF PROPERTIES TO THE MAMMOTH COMMUNITY WATER DISTRICT:** *LeFrancois presented over view of the Snowcreek Annexation from 2018. At time of Annexation, no property tax agreement was approved and a letter requesting discussion on this issue.*

Cage mentioned that Mammoth Community Water District was also going to submit a letter to start the discussion and correct this issue. While current assessments are not a lot of money, it is the future development and property taxes that help provide the service and keep rates down

Motion by Cage and second by Peters to send letter to County Auditor-Controller requesting discussion of annexation of properties/parcels to the Mammoth Community Water District; motion passes 6 ayes and 0 noes.

- 7. ADJOURN** to a future meeting as needed.

Prepared by Melissa Bell, LAFCO secretary

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Staff Report

April 28, 2021

To: Mono County LAFCO

From: Gerry LeFrancois, Executive Officer
Kelly Karl, Associate Planner

ELECTION OF OFFICERS

RECOMMENDATION

- 1) Nominate and Elect a Chair 2021/22
- 2) Nominate and Elect a Vice-Chair for 2021/22

BACKGROUND

Commissioner Hank Brown has served as chair for many years and elections are typically conducted in May.

The LAFCO handbook requires a Chair and Vice Chair.

The LAFCO's Handbook section II. BYLAWS FOR THE MONO COUNTY LOCAL AGENCY FORMATION COMMISSION

A. ARTICLE I – TITLE

This commission shall be entitled and known as the MONO LOCAL AGENCY FORMATION COMMISSION.

B. ARTICLE II – MEETINGS

Section 2 – Chair

A chair shall be selected by the members. It is the intent that the office of Chair be rotated among the members. A member shall serve as Chair for one year or until a successor is selected, unless the Commission by unanimous vote elects to retain the same Chair for a second year. The Chair's term of office shall begin on the first Monday in May.

Section 3 – Vice-Chair

A Vice-Chair shall be selected by the members to serve for one year or until a successor is selected. The Vice-Chair shall serve as Chair in the absence of the Chair. The Vice-Chair's term of office shall begin on the first Monday in May.

Section 4 – Quorum

A majority of the Commission’s members shall constitute a quorum for the transaction of business.

Section 5 – Voting

A majority of the Commission’s members is required to approve, disapprove, or otherwise act on any proposal or other item. A tie vote shall constitute a denial.

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Staff Report

April 28, 2021

To: Mono County LAFCO

From: Gerry LeFrancois, Executive Officer
Kelly Karl, Assistant Planner

RECOMMENDATION

Review preliminary budget and provide any desired direction to staff on draft 2021-22 budget.

BACKGROUND

This is a public hearing item. After Commission discussion, open the public hearing.

The Budget for fiscal year 2021-22 must be at least equal to the budget adopted for the previous fiscal year unless the Commission finds that reducing staffing or program costs will still allow the LAFCO to fulfill the purposes and requirements of the Act. Employee expenses are pretty constant. The preliminary budget is \$11,114 reflects a status-quo level of funding.

This past year, time accounting has been implemented through existing County software programs.

ALTERNATIVE APPORTIONMENT

The Cortese-Knox-Hertzberg Act (CKH) establishes methods for apportioning LAFCO staffing and program costs among the County, Town and Special Districts. The law allows alternative apportionment methods, which Mono LAFCO has used to avoid impacting financially constrained special districts. Prior to using an alternative apportionment method, LAFCO costs were fully borne by the Town of Mammoth Lakes and Mono County. In recent years, the Commission applied an alternative apportionment method consisting of a third from Mono County; a third from the Town of Mammoth Lakes; and a third from special districts, with the special district share provided exclusively from the Southern Mono Healthcare District and the Mammoth Community Water District, rather than from all independent special districts.

The proposed preliminary budget reflects this same alternative budget apportionment method, which consists of a third (\$3,714.67) from Mono County; a third (\$3,714.67) from the Town of Mammoth Lakes; and a third (\$3,714.67) from the special districts. Instead of all independent special districts in Mono County contributing, this alternative apportionment consists of \$1,857.33 from Southern Mono Hospital District and \$1,857.33 from the Mammoth Community Water District.

FY 2021-22 BUDGET

The attached Preliminary Budget for fiscal year 2021-22 maintains a status-quo funding level. This level of funding has been sufficient for LAFCO activity this past year. These work tasks or activities included:

- ✓ Review of the Cortese-Knox-Hertzberg Act;
- ✓ Reviewing current Wheeler Crest Community Services District (CSD) district boundaries;
- ✓ Work on resolving the property tax exchange on the Snowcreek Annexation;
- ✓ Preliminary discussion on the Mammoth Mountain exchange and service provider considerations; and
- ✓ A special district inquiry about a boundary change and services provided into Reds Meadow (Madera County).

Anticipated work tasks for 2021-22 include:

- ✓ Work on updating municipal service reviews of fire and special districts;
- ✓ Respond to future application activity, and special district inquiries;
- ✓ Attend staff training;
- ✓ Assess water service providers, including irrigation services, as a part of the Walker River Water Transfer Study and EIR;
- ✓ Respond to future application activity, and special district inquiries; and
- ✓ Review plans, projects, and environmental documents for LAFCO concerns.

This expected level of activity is similar to last year. One exception will be grant funding for Municipal Service Reviews (MSR) which is not reflected in the attached preliminary FY 2021-22 Budget.

		Expenses to date
8,069.00	SALARY AND WAGES	
0	EMPLOYEE BENEFITS	
1075	MEMBERSHIP FEES*	1193
200	OFFICE EXPENSE	
300	PUBLICATIONS & LEGAL NOTICES	88.4
<u>1,500.00</u>	TRAVEL & TRAINING EXPENSE	<u>150</u>
<u>11,144.00</u>	Total Expenditures	<u>1431.4</u>
	\$ 3,714.67 TOML	
	\$ 1,857.33 Health district	
	\$ 1,857.33 Water district	
	<u>\$ 3,714.67 Mono</u>	
	11144 LAFCO	

Note; reconciliation of final staff work and billing are pending at this time.
Grant funding for Municipal Service Reviews not included at this time.