

SAN MATEO



LOCAL AGENCY FORMATION COMMISSION

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Action Minutes

San Mateo Local Agency Formation Commission Meeting

September 19, 2018

In the Board of Supervisors' Chambers, 400 County Center, Redwood City, California, Chair O'Neill called the Wednesday, September 19, 2018 meeting of the Local Agency Formation Commission (LAFCo) to order at 2:30 pm.

1. Roll Call

Members Present: Commissioners Joshua Cosgrove, Ann Draper, Kati Martin, Harvey Rarback, Warren Slocum, and Chair Mike O'Neill

Members Absent: Commissioners Rich Garbarino, Don Horsley, and Joe Sheridan

Staff Present: Martha Poyatos, Executive Officer
Rebecca Archer, Legal Counsel
Janneth Lujan, Commission Clerk

2. Consent Agenda

Commissioner Draper said a comment was made in the July 18, 2018 minutes on an issue she had raised. She said that she would ask a question related to it under Commissioner/Staff Reports.

a. Approval of Action Minutes: July 18, 2018

Commission Action: Commissioner Cosgrove moved to approve the consent agenda consisting of the Action Minutes for July 18, 2018. Commissioner Slocum seconded the motion, which passed unanimously. (Ayes: Commissioners Cosgrove, Draper, Martin, Rarback, Slocum, and Chair O'Neill. Abstentions: None; Noes: None.)

3. Public Comment for Items Not on the Agenda

None

COMMISSIONERS: MIKE O'NEILL, CHAIR, City ▪ ANN DRAPER, VICE CHAIR, Public ▪ JOSHUA COSGROVE, Special District ▪ RICH GARBARINO, City
DON HORSLEY, County ▪ JOE SHERIDAN, Special District ▪ WARREN SLOCUM, County

ALTERNATES: KATI MARTIN, Special District ▪ HARVEY RARBACK, City ▪ JAMES O'NEILL, Public ▪ DAVE PINE, County

STAFF: MARTHA POYATOS, EXECUTIVE OFFICER ▪ REBECCA ARCHER, LEGAL COUNSEL ▪ JANNETH LUJAN, COMMISSION CLERK

4. Amendment of the Adopted 2018-19 Fiscal Year Budget Pursuant to Government Code Section 56381

Executive Officer Poyatos referred to the staff report dated September 12, 2018 that outlined the budget process and the recommended budget revision based on the final fund balance. She said staff recommended the Commission approve the recommended revised Appropriations Budget of \$574,397 with any revisions it recommended. She noted that in a prior meeting Commissioner Jim O'Neill had asked if the cost for the outside auditors was a fixed or estimated amount. She noted that at the time she had replied fixed, but the cost for the audit is estimated. She said the net operating budget was \$415,551 and the one-third apportionment amount for the cities, special districts and county was slightly decreased to \$138,317.

Chair O'Neill opened and closed the public hearing. There were no speakers.

Commission Action: Commissioner Draper moved to approve the Amendment of the Adopted 2018-19 Fiscal Year Budget pursuant to Government Code Section 56381. Commissioner Rarback seconded the motion, which passed unanimously. (Ayes: Commissioners Cosgrove, Draper, Martin, Rarback, Slocum, and Chair O'Neill. Abstentions: None; Noes: None.)

5. Resolution Authorizing an Agreement with the County of San Mateo for Staffing, Legal Counsel, Office Space and Supplies for the 2018-19 Fiscal Year

Executive Officer Poyatos referred to the staff report dated September 12, 2018 and stated that part of the budget process included executing a contract with the County of San Mateo for services and supplies. She said the contract amount was less than the total budget as it did not include external auditor services fees or the reserves. She said the recommendation was for the Commission to authorize the Chair to execute a contract with the County of San Mateo in the amount of \$549,967.

Chair O'Neill opened and closed the public hearing. There were no speakers.

Commission Action: Commissioner Martin moved to authorize the Chair to execute an Agreement with the County of San Mateo for staffing, Legal Counsel, office space and supplies for the 2018-19 Fiscal Year. Commissioner Draper seconded the motion, which passed unanimously. (Ayes: Commissioners Cosgrove, Draper, Martin, Rarback, Slocum, and Chair O'Neill. Abstentions: None; Noes: None.)

6. Legislative Report

Executive Officer Poyatos referenced that the staff report dated September 13, 2018 summarizing the bills that were of interest to LAFCo that were chaptered, bills going to the governor for signature, and AB 2019 related to health care districts and their website requirements. She noted SB 929 McGuire also passed and addressed special district websites and requirements. She said AB 2258 that would have provided grant funding to LAFCOs to prepare special studies for areas with disadvantaged communities was vetoed by the governor.

7. Commissioner/Staff Reports

Commissioner Draper said the July 18, 2018 minutes indicated public comment about a health care district. She said that reminded her when the Commission reviewed that health care district's proposal that the district had represented they would include affordable housing. She said also she recalled the district was to provide annual reports and asked for the status of the annual reports.

Executive Director Poyatos introduced the San Mateo LAFCo's newly hired Management Analyst Rob Bartoli. She noted he brought a broad range of experience to this new position.

At the Chair's request, Rob Bartoli addressed the Commission stating he was happy to double LAFCo's staff size and be a part of the team. He said he was looking forward to supporting the Commission.

Executive Officer Poyatos thanked Commissioner Draper for serving on the screening process for the management analyst position and Legal Counsel Archer for serving on the interview panel.

Executive Officer Poyatos said she would convene the Legislative and Policy Committee to review the policies regarding Section 56133 on Extension of Service Outside City and District Boundaries. She said this was becoming a topic of interest in Redwood City and South San Francisco. She said she continued to work with Redwood City and South San Francisco on annexing properties that need annexation for services. She said there was a sewer main extension for nine property owners in Portola Valley requiring annexation to West Bay Sanitary District that would require an environmental review report. She said the West Menlo Park annexation had stalled and the property owners in unincorporated Menlo Oaks wanted to pursue annexation.

Chair O'Neill noted issues with sea level rise. He said they had discussed several months prior whether LAFCo would take a role statewide on that issue. Executive Director Poyatos said she believed some of the LAFCOs were involved in the formation of groundwater agencies. She said

there was not a clear role that each LAFCo was identifying. Chair O'Neill noted the county and cities were looking at forming some sort of joint group to try to apply for funding from available sources. Executive Officer Poyatos said that would come to LAFCo if there was a special district as its vehicle. She said a joint powers authority agency would not have to come to LAFCo. Commissioner Draper suggested asking the statewide LAFCo if they had information on sea level rise response and trends.

8. Adjournment

Chair O'Neill adjourned the meeting at 2:46 p.m.