

# Mono County Local Agency Formation Commission

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## **AGENDA**

Wednesday, June 4, 2014 – 3:00 p.m.  
Town/County Conference Room, Minaret Village Mall  
Mammoth Lakes, California

1. **CALL TO ORDER**
2. **PUBLIC COMMENT**
3. **MINUTES:** Review and approve minutes of Special Meeting May 15, 2014
4. **PUBLIC HEARING:** Consider adoption of 2014-15 Final Budget
5. **INFORMATIONAL**
  - Update on Water Transaction Program in Walker River Basin
  - General Plan update status
6. **ADJOURN**

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## DRAFT SPECIAL MEETING MINUTES

May 15, 2014

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**COMMISSIONERS PRESENT:** Byng Hunt, Mono County; Jo Bacon, Town of Mammoth Lakes; Hank Brown & Earl Henderson, special districts; Bruce Woodworth, alternate public member.

**STAFF PRESENT:** Scott Burns, executive officer; Brent Calloway, analyst; C.D. Ritter, secretary

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1. **CALL TO ORDER:** Chair Earl Henderson called the meeting to order at 3 p.m. in the Town/County Conference Room, Minaret Village Mall, Mammoth Lakes.

2. **PUBLIC COMMENT:** None

3. **MINUTES:**

**MOTION:** Approve minutes from June 5, 2013, as amended: 1) Item 3 motion: (Brown/Ross/Bacon). 2) Item 4: 1/3 **specified** Special Districts (**MCWD and Southern Mono Healthcare District**). 3) Item 6: small **mutuals private mutual water companies**. LAFCO can request info from small private water companies, but has no oversight. Henderson: Compliant with County health regulations, or "it's ours, we do what we want"? Brown: Mountain Meadows prepares annual state report on water testing, content. Henderson: Cross connections between Crowley Mutual and Mountain Meadows? Brown: Part of building permit process? Burns: State building codes regulate. (Bacon/Hunt. Ayes: 4. Abstain due to absence: Woodworth.)

4. **COMMISSION MEMBERSHIP UPDATE**

A. **Special District Members:** Scott Burns reported that election results reappointed Earl Henderson and Hank Brown as regular members and Maria King as alternate member. Commissioner Stump had suggested a member from North County, but fire chief can't fill public member position. And then the Special District law changed, indicating fire chief would not qualify for Special District seat.

B. **Alternate Public Member:** Scott Burns noted Bruce Woodworth has lots of experience in Mono County. Applicants were solicited, and LAFCO has authority to appoint that seat.

**MOTION:** Appoint Bruce Woodworth as Alternate Public Member. (Hunt/Bacon. Ayes: 5-0.)

5. **PUBLIC HEARING: 2014-15 Preliminary Budget:** Scott Burns noted LAFCO timeline requires final budget by mid-June. This year's budget is slightly smaller due to cost adjustments, actually coordinating with Mono's budget and combining with General Plan (GP) update process to avoid duplication of efforts. Integrate LAFCO into GP. Budget is mostly grant-funded. Potential annexation: Snowcreek to MCWD. Review of environmental documents. Successful combination of agriculture commissioner with mosquito abatement district, boundary adjustments were not needed. Outreach to

fire chiefs association. State law focuses on subdivisions that have no fire protection. Listing of sage grouse critical habitat would affect 82% of county.

**MOTION:** Adopt 2014-15 Preliminary Budget as proposed. (*Hunt/Brown. Ayes: 5-0.*)

**6. MUNICIPAL SERVICE REVIEWS & SPHERES OF INFLUENCE:** Brent Calloway presented a status report. Last year he looked at every district, making sure maps were accurate. LAFCO is at a five-year update point. Lots of redundancy, snapshots in time. Idea for Municipal Service Reviews (MSR) and Sphere of Influence (SOI) determinations: provide links to CA special districts map of FPDs and CSDs. Get contact information and, rather than duplicate, just link to that application. Formal Mono LAFCO site will be embedded into webpage with scrollable map. New category is Disadvantaged Unincorporated Communities within the SOI. Inyo-Mono IRWMP is working on this. Link that section to Land Use Element. Automatic update occurs on website so staff doesn't have to. No info on Bridgeport tribe or mutual water companies. Cost avoidance, rate restructuring, management efficiencies no longer needed. Other LAFCOs are streamlining findings.

Calloway is working on electronic General Plan to eliminate paper and simplify.

Bacon noted three sections were a rehash. Include nothing unless required. Documents would be larger as 3-D than 2-D. Any Disadvantaged Unincorporated Communities? *Yes, Benton and part of Waker, but no good income data. Margins of error are high, with inaccurate pictures of communities.* Woodworth thought it would be important if applying for grants. *Disadvantaged designation doesn't mean much to Mono LAFCO. General Plan grant fund is set to do much of this work.*

**7. LAFCO HANDBOOK:** Hank Brown and Brent Calloway met in January to review the handbook, and Calloway compiled a list of edits. Among minor modifications are: 1) The Legislature determined that it is not an automatic conflict of interest for a commissioner to vote on issues that may affect the appointing agency. Usually the Fair Political Practices Commission decides conflict matters, but now it's up to LAFCO. 2) Simplify or delete II.F.Rule 19. 3) Reword II.H.1, p. 13: "Mono LAFCO budgets have been funded equally between the town, County and ~~select~~ **specified** Special Districts." Calloway reminded that anyone is welcome to add comments. Legal review likely will not be ready by June. Scott Burns would schedule a meeting pronto if application were submitted. Brown asked about fee structure. Calloway noted clause says could require applicant to pay costs, at least initial deposit. Burns indicated collecting basic deposit at start for minimum of five hours, charging beyond that for cost recovery.

**8. INFORMATIONAL:** Disadvantaged Community and Tribal Water Conference. Annual CALAFCO Oct. 15-17 in Ontario. Calloway, who has attended a few, described it as amazing to see how big LAFCOs operate. Henderson recalled that small LAFCOs got together when he attended.

**9. ADJOURN** at 3:55 p.m. to June 4, 2014.

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## STAFF REPORT

June 4, 2014

**TO:** Mono LAFCO  
**FROM:** Scott Burns, Executive Officer  
**RE:** 2014-15 FINAL BUDGET

### **RECOMMENDATION**

Following the close of the public hearing, find that reduced staffing and program costs reflected in the proposed budget will still allow Mono LAFCO to fulfill its purposes and requirements, and adopt the attached final budget for fiscal year 2014-15.

### **BACKGROUND**

In accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act), a public hearing is scheduled today to adopt the final budget for fiscal year 2014-15. The budget 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.

Last month, your commission adopted a preliminary budget that reflects a slight reduction in costs from the current year budget of \$12,135. This reduction reflects the elimination of a cost allocation methodology previously applied by Mono County, in this case amounting to \$602. The proposed final budget includes this reduction.

### **ALTERNATIVE APPORTIONMENT**

The CKH Act 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 in the past to avoid impacting financially constrained special districts. Prior to two years ago, LAFCO costs were fully borne by the Town of Mammoth Lakes and Mono County. The past two 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 adopted preliminary budget and proposed final budget reflect this same alternative budget apportionment method, which consists of a third (\$3,844) from Mono County; a third (\$3,844) from the Town of Mammoth Lakes; and a third (\$3,844) from the special districts. Instead of all independent special districts in Mono County contributing, this alternative apportionment consists of \$1,922 from Southern Mono Hospital District and \$1,922 from the Mammoth Community Water District.

## **FY 14-15 BUDGET**

The attached final budget for fiscal year 2014-15 calls for maintaining a status-quo funding level. LAFCO staff activity this past year has entailed:

- responding to occasional LAFCO inquiries;
- conducting reviews/updates of agency Spheres of Influence/Municipal Service Reviews
- reviewing the accuracy of district maps with the Assessor and GIS Coordinator as a part of the above reviews;
- concluded review of mosquito abatement service options, with the agricultural commissioner not providing service to the Mammoth Lakes Mosquito Abatement District area;
- assisted Mono County and several County Service Areas on capital programming;
- examined potential special district roles for Digital 395;
- reviewed development projects and CEQA documents for potential LAFCO issues; and
- shared grant funds for coordination of the SOI/MSR updates with the county general plan and regional transportation plan updates.

Anticipated work tasks this year include:

- concluding review and update of Sphere of Influence/Municipal Service Reviews, including supporting CEQA documentation, in concert with the general plan and regional transportation plan updates
- responding to application activity, including application processing (Snowcreek)
- reflecting LAFCO policies in the Mono County General Plan update;
- review plans, projects and environmental documents for LAFCO concerns, including the Inyo Forest Plan Update

This expected low level of activity, which is similar to last year, is reflected in the attached recommended FY 2014-15 final budget.

## **ATTACHMENT**

- Final FY 2014-15 Budget

**FY 2014-15 FINAL BUDGET**

<b>Salary and Benefits</b>	<b>\$8,733</b>
<b>Memberships (CALAFCO)</b>	<b>\$800</b>
<b>Office Expense</b>	<b>\$200</b>
<b>Travel and Training</b>	<b>\$1,500</b>
<b>Legal Notices</b>	<b>\$300</b>
<b>TOTAL</b>	<b>\$ 11,533</b>