

SAN MATEO



LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

Action Minutes San Mateo Local Agency Formation Commission Meeting November 16, 2022

Chair O'Neill called the Wednesday, November 16, 2022, meeting of the Local Agency Formation Commission (LAFCo) to order at 2:30 pm via Zoom.

1. Roll Call

Members Present: Commissioners Ric Lohman, Don Horsley, Kati Martin, Harvey Rarback, Jim O'Neill, Chairman Mike O'Neill.

Members Absent: Commissioners Warren Slocum and Vice Chair Ann Draper

Alternate Commissioner Diana Reddy was also present in the audience.

Staff Present: Rob Bartoli, Executive Officer
Timothy Fox, Legal Counsel
Angela Montes Cardenas, Clerk

2. Public Comment for Items Not on the Agenda

None

3. Consent Agenda

a. Approval of Action Minutes: September 21, 2022

b. Resolution to make findings relating to remote meetings under the Brown Act

c. Time Extension for LAFCo File No. 19-03 – Proposed annexation of 252 Club Drive, Unincorporated San Mateo County (APN 049-050-050) to the City of San Carlos

Commission Action: Commissioner Horsley moved to approve the consent agenda, and Commissioner Rarback seconded the motion which passed unanimously by roll call vote. (Ayes: Commissioners Horsley, Lohman, Martin, Rarback, J. O'Neill, , Chair M. O'Neill.

COMMISSIONERS: ANN DRAPER, CHAIR, PUBLIC ▪ RIC LOHMAN, VICE CHAIR, SPECIAL DISTRICT ▪ HARVEY RARBACK, CITY ▪ TYGARJAS BIGSTYCK, CITY ▪ WARREN SLOCUM, COUNTY ▪ RAY MUELLER, COUNTY ▪ KATI MARTIN, SPECIAL DISTRICT

ALTERNATES: VACANT, SPECIAL DISTRICT ▪ VACANT, CITY ▪ JAMES O'NEILL, PUBLIC ▪ NOELIA CORZO, COUNTY

STAFF: ROB BARTOLI, EXECUTIVE OFFICER ▪ SOFIA RECALDE, MANAGEMENT ANALYST ▪ TIM FOX, LEGAL COUNSEL ▪ ANGELA MONTES, CLERK

Absent: Commissioners Slocum, Draper.)

4. Adoption of Municipal Service Review for the City of South San Francisco

Mr. Bartoli gave a verbal presentation to the Commission. He summarized the intention of municipal service reviews (MSR). He summarized the staff report included in the agenda packet page 39, highlighted key issues, noted updates to final MSR and discussed determinations and recommendations.

Conversation ensued with Commissioners Martin and Horsley regarding the contact between the City and the San Mateo County Harbor District.

Chairman O'Neill opened and closed public comment, no comments received.

Commission Action: Commissioner Lohman moved to adopt the municipal service review for the City of South San Francisco. Commissioner Horsley seconded the motion which passed unanimously by roll call vote. (Ayes: Commissioners Horsley, Lohman, Martin, Rarback, J. O'Neill, Chair O'Neill. Absent: Commissioner Slocum, Draper.)

5. Adoption of Municipal Service Review for the Westborough Water District

Mr. Bartoli gave a verbal presentation to the Commission. He summarized the staff report included in the agenda packet page 106, highlighted key issues, noted updates to final MSR. Mar Bartoli summarized the comment letter from Westborough Water District and discussed determinations and recommendations.

Conversation ensued with Commissioners Martin, Rarback and Chairman O'Neill regarding the recommendations of the MSR. The Commission asked that LAFCo staff conduct a follow up review with the District next year to see what recommendations have been implemented.

Chairman O'Neill opened and closed public comment, no comments received.

Commission Action: Commissioner Lohman moved to adopt the municipal service review for the Westborough Water District. Commissioner Martin seconded the motion which passed unanimously by roll call vote. (Ayes: Commissioners Horsley, Lohman, Martin, Rarback, J. O'Neill, Chair O'Neill. Absent: Commissioner Slocum, Draper.)

6. Consideration of Draft Special Study for the Broadmoor Police Protection District

Mr. Bartoli presented the draft circulation special study for the Broadmoor Police Protection District (BPPD). He noted that the study focuses on BPPD's operations, finances, and governance. He summarized the staff report included in the agenda packet page 157 and discussed capacity and adequacy of public facilities and services, comparison to other agencies, financial ability, revenue financial documents and practices, and pension liability. Mr. Bartoli reviewed recommendations surrounding financial ability and accountability, structure and efficiencies.. The report highlighted several concerns and challenges for the District including:

- BPPD has had significant budget deficits in five of the last six fiscal years for a total loss of \$1.4 million during that time.
- BPPD's net position has been negative every year since the end of FY 17.
- The District has adopted unbalanced budgets for four of the last seven years
- The District has a high officer to population ratio, but also has high cost for calls for service per police officer.
- The lack of long-term fiscal plans, budget deficits, and growing costs to BPPD may negatively impact service delivery to the residents of the District.

Conversation ensued with Commissioners Horsley, Rarback, Martin and Chairman O'Neill. These Commissioners expressed concerns about the fiscal health of the District and the ability for the District to continue to provide services.

Chairman O'Neill opened and closed public comment, no comments received.

Commission Action: Commissioner Horsley moved to direct the Executive Officer to schedule the Final Special Study for the Broadmoor Police Protection District for a public hearing at the January 18, 2023 Commission meeting and circulate it with any necessary amendments to the County, cities and independent special districts. Commissioner Martin seconded the motion which passed unanimously by roll call vote. (Ayes: Commissioners Horsley, Lohman, Martin, Rarback, J. O'Neill, Chair O'Neill. Absent: Commissioner Slocum, Draper.)

7. Appointment of Chair and Vice Chair for 2023

Mr. Bartoli summarized the staff report on packet page 187.

Commission Action: Commissioner Horsley moved to nominate Ann Draper as Chairperson and Ric Lohman as Vice Chair. Commissioner Rarback seconded the motion which passed unanimously by roll call vote. (Ayes: Commissioners Horsley, Lohman, Martin, Rarback, J. O’Neill, Chair O’Neill. Absent: Commissioner Slocum, Draper.)

8. CALAFCO – Information Only

a. CALAFCO 2022 Annual Conference Update

Mr. Bartoli noted that Chairman O’Neill, Commissioner Martin and himself attended the conference. He summarized the CALAFCO Board of Directors elections. Commissioner Martin and Chair O’Neill noted that it was a useful conference.

9. Commissioner/Staff Reports – Information Only

9a. Update on Special District Election for Alternate Member – Information Only

Mr. Bartoli summarized the process of the Alternate Member election.

10. Resolution Honoring Commissioner Mike O’Neill for his service

11. Resolution Honoring Commissioner Don Horsley for his service

12. Resolution Honoring Alternate Commissioner Diana Reddy for her service

Mr. Bartoli expressed his gratitude to all three Commissioners. Commissioner Horsley noted that he enjoyed his 12 years on LAFCo. Alternate Commissioner Reddy thanked staff and Commissioners. Chairman O’Neill thanked staff and Commissioners for their work and support.

Commissioner Rarback and Martin thanked all three Commissioners and wished them well.

13. Adjournment

Chairman O’Neill adjourned the meeting at 3:39 p.m.