

Action Minutes

San Mateo Local Agency Formation Commission

November 16, 2011

In the Board of Supervisors' Chambers, Hall of Justice and Records, Redwood City, California, Chair Gallagher called the regular meeting of the Local Agency Formation Commission to order at 2:32 p.m.

Members Present: Commissioners David Altscher, Linda Craig, Don Horsley, Rose Jacobs Gibson, Naomi Patridge, and Chair Iris Gallagher

Members Absent: Commissioners Richardson and Tissier

Staff Present: Martha Poyatos, Executive Officer
Rebecca Archer, Deputy County Counsel
Brenda Bennett, Executive Secretary

CONSENT AGENDA

- a. Approval of Action Minutes: October 19, 2011

Commission Action: M/S Horsley/Altscher to approve the action minutes of October 19, 2011 as submitted.

Motion carried 6-0.

PUBLIC COMMENT

There was none.

CONTINUED MATTERS

Final Municipal Service Review and Sphere of Influence Update for County Service Area No. 7 (La Honda)

Executive Officer Poyatos said the Commission had received a final Municipal Service Review and Sphere of Influence Update for County Service Area No. 7 (La Honda) that was dated November 8, 2011. She noted that the report had been presented to approximately 20 residents at an evening study session in La Honda on November 2 and that the agenda with a link to the report on the LAFCo website was sent to all the County Service Area 7 (CSA 7) customers and paper copies of the report had been delivered to the La Honda Post Office as well.

Executive Officer Poyatos said that CSA 7 shares a water treatment plant and the storage and operation costs of that with Sam McDonald County Park and Camp Glenwood. She said those facilities in addition to much of the distribution line are located on County park land for which CSA 7 pays no fees and does not own an easement. She noted as written in her report that the cost of the treatment plant was funded with Juvenile Probation Bond Funds because the system also serves Camp Glenwood and that improvement of the plant benefits the CSA 7 customers at no cost to them. She said one commenter had indicated that there is a County corporation yard in La Honda. She said this yard was not staffed and did not provide for expedited service of the water system. She said there are community-operated water systems in the surrounding area in addition to the County's CSA 7 (La Honda) and 11 (Pescadero).

Executive Officer Poyatos showed the Commission maps of the area and noted the remote location and the challenge of serving small distant systems which each need to meet the State Health Department requirement to have a licensed operator. She said there was an opportunity for the sharing of operators or contracting with an entity that has capacity to take on another small system. She noted the area has minimal growth potential due to the use of septic and a limited water supply.

Executive Officer Poyatos recommended the following Commission actions:

- Accept public comment
- By motion accept the Municipal Service Review for County Service Area 7 dated November 8, 2011 including the inventory of active service on page 20 and the November 15, 2011 Department of Public Works' as an addendum to the report.
- By Resolution:
 - Adopt the Municipal Service Review determinations for County Service Area 7 as detailed on pages 20-23
 - Adopt the Sphere of Influence determinations for County Service Area 7 as detailed on pages 23-24
 - Reaffirm the status quo of the sphere of influence for County Service Area 7
- Direct the Executive Officer to transmit adopted Municipal Service Review and Sphere of Influence determinations to the County and the Advisory Committee for County Service Area 7.

Chair Gallagher opened the public hearing.

Commission Action: M/S Horsley/Patridge to close the public hearing.

Motion carried 6-0.

Commission Action: M/S Horsley/Jacobs Gibson to accept the Municipal Service Review for County Service Area 7 (La Honda) dated November 8, 2011 including the inventory of active service on page 20 and the November 15, 2011 Department of Public Works' comments as an addendum to the report.

Motion carried 6-0.

Commission Action: M/S Craig/Jacobs Gibson to adopt by resolution the Municipal Service Review determinations as detailed on pages 20-23, adopt the Sphere of Influence determinations as detailed on pages 23-24, and reaffirm the status quo sphere of influence for County Service 7 (La Honda) as detailed on page 24.

Motion carried 6-0.

Commission Action: M/S Craig/Jacobs Gibson to direct the Executive Officer to transmit the adopted Municipal Service Review and Sphere of Influence determinations for County Service Area 7 to the County and the Advisory Committee for CSA 7 (La Honda).

Motion carried 6-0.

NEW MATTERS

Consideration of Preliminary Municipal Service Review and Sphere of Influence Update for Highlands Recreation District

Chair Gallagher noted that this item would be continued to the Commission's January 18, 2012 meeting.

Legislative Report

Executive Officer Poyatos noted her report dated November 9, 2011 and highlighted the information on AB 54 which would require mutual water companies to comply with LAFCo requests for information, which she indicated would be a useful tool. She said AB 119 would in part remove a requirement for Districts to respond to LAFCo municipal service review information requests but indicated that this was not anticipated to impact LAFCo's ability to obtain information or complete service reviews. She said AB 912 provides for an expedited process for special district dissolution where dissolution is consistent with a prior action of the Commission.

Applications received, but not ready for hearing:

- a. LAFCo File No. 11-06 – Proposed Annexation of 1260 Westridge to the West Bay Sanitary District
- b. LAFCo File No. 11-07 - Minor Sphere Amendment and Proposed annexation of a portion of APN 041-101-290 known as Proposed Lots 1-4 of the Ticonderoga LLP/Chamberlain Group to County Service Area 1 (Highlands)

Appointment of Chair and Vice Chair for 2012

Commission Action: M/S Altscher/Jacobs Gibson to nominate Commissioner Craig for Chair and Commissioner Horsley for Vice Chair for 2012.

Motion carried 6-0.

Appointment of Budget Committee and Other Committees for 2012

Commissioners Craig, Gallagher and Horsley volunteered to serve as the Budget Committee.

Commissioners Altscher and Craig volunteered to serve as the Legislative Committee.

Commissioner/Staff Reports

Commissioner Craig reported on her attendance at a California Grand Jury Association conference in Napa. .

Adjournment

The meeting adjourned at 3:36 p.m.