



# LOCAL AGENCY FORMATION COMMISSION

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

## AGENDA

Wednesday, January 19, 2022

2:30 pm

By Video Conference Only

This meeting of San Mateo Local Agency Formation Commission (LAFCo) will be held by teleconference only pursuant to Government Code Section 54953(e). No physical location will be available for the meeting. However, members of the public will be able to participate in the meeting remotely via the Zoom platform. For remote public participation instructions, please refer to the end of the agenda.

### Public Participation

Members of the public may view a video broadcast of the meeting at <https://smcgov.zoom.us/j/93703834059>. The meeting ID is: 937 0383 4059. It can also be accessed by telephone by dialing +1 669 900 6833 (local) and entering meeting ID then #.

\*Written public comments may be emailed to [amontescardenas@smcgov.org](mailto:amontescardenas@smcgov.org), and should include the specific agenda item on which you are commenting.

\* Spoken public comments will also be accepted during the meeting through Zoom.

**\*Please see instructions for written and spoken public comments at the end of this agenda.**

### ADA Requests

Individuals who require special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Angela Montes, Commission Clerk, by 10:00 a.m. on Tuesday, January 18, 2022 at [amontescardenas@smcgov.org](mailto:amontescardenas@smcgov.org). Notification in advance of the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

\*All items on the consent agenda may be approved by one roll call vote unless a request is made at the beginning of the meeting that an item be withdrawn. Any item on the consent agenda may be transferred to the regular agenda.

(OVER)

**COMMISSIONERS:** MIKE O'NEILL, CHAIR, CITY ▪ ANN DRAPER, VICE CHAIR, PUBLIC ▪ HARVEY RARBACK, CITY ▪ DON HORSLEY, COUNTY  
▪ WARREN SLOCUM, COUNTY ▪ JOSHUA COSGROVE, SPECIAL DISTRICT ▪ RIC LOHMAN, SPECIAL DISTRICT

**ALTERNATES:** KATI MARTIN, SPECIAL DISTRICT ▪ DIANA REDDY, CITY ▪ JAMES O'NEILL, PUBLIC ▪ DAVE PINE, COUNTY

**STAFF:** ROB BARTOLI, INTERIM EXECUTIVE OFFICER ▪ TIM FOX, LEGAL COUNSEL ▪ ANGELA MONTES, CLERK

1. Roll Call
2. Public Comment for Items Not on the Agenda
3. Consent Agenda\*
  - a. Approval of Action Minutes: November 17, 2021
  - b. Resolution to make findings relating to remote meetings under the Brown Act
  - c. LAFCo File No. 18-13 – Proposed Annexation of APN 080-072-210 (Vacant parcel on El Nido Road, Los Trancos) to West Bay Sanitary District
  - d. LAFCo File No. 21-11 - Proposed annexation of 229 Grove Drive, Portola Valley (APN 079-011-050) to West Bay Sanitary District and subsequent annexation to the On-site Wastewater Disposal Zone
4. Quarterly LAFCo Budget Update – Information Only
5. Consideration of Authorizing the Interim Executive Officer to Execute an Engagement Letter with R. J. Ricciardi, Inc. for auditing services for the Fiscal Year ending June 30, 2021
6. Legislative and Policy Committee – Information Only
  - a. Legislative Report
7. CALAFCO – Information Only
  - a. Update on recent CALAFCO University Webinars
  - b. CALAFCO Quarterly Newsletter – December 2021
8. Commissioner/Staff Reports
9. Adjournment to Closed Session
  - a. Public Employee Appointment Government Code section 54957 Position Title: Executive Officer
10. Report out of Closed Session
11. Adjournment

**\*Instructions for Public Comment During Teleconference Meetings**

During teleconference of LAFCo meetings, members of the public may address the Commission as follows:

**\*Written Comments:**

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to [amontescardenas@smcgov.org](mailto:amontescardenas@smcgov.org).
2. Your email should include the specific agenda item on which you are commenting or note that you comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received by 5:00 pm on the day before the meeting, it will be provided to the Commission and made publicly available on the agenda website under the specific item to which your comment pertains. The Clerk will make every effort to read emails received after that time but cannot guarantee such emails will be read during the meeting, although such emails will be still included in the administrative record.

### **\*Spoken Comments**

Spoken public comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

1. The Commission meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/93703834059>. The meeting ID is: 937 0383 4059. The Commission meeting may also be accessed via telephone by dialing +1 669 900 6833 (Local). Enter the meeting ID: 937 0383 4059, then press #.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up to date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the Commission Chair or Commission Secretary calls for the item on which you wish to speak, click on "raise hand" (or \*9 if dialing by phone). The Secretary will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
5. When called, please limit your remarks to the time limit allotted.

**NOTICE:** State law requires that a participant in a LAFCo proceeding who has a financial interest in the decision and who has made a campaign contribution of more than \$250 to any Commissioner in the past year must disclose the contribution. If you are affected, please notify commission staff before the hearing.

Agendas and meeting materials are available at [www.sanmateolafo.org](http://www.sanmateolafo.org)