

**FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCo)**

**MEETING MINUTES  
NOVEMBER 13, 2019**

**Members Present:** Commissioners Pacheco, Parra, Silva, Santoyo

**Members Absent:** Commissioner Mendes

**Staff Present:** David Fey, Executive Officer  
Amanda Graham, Clerk to the Commission  
George Uc, Senior LAFCo Analyst  
Juan Lara, LAFCo Analyst II  
Ken Price, LAFCo Counsel

**1. Call to Order and Roll Call**

Chair Santoyo called the meeting to order at 1:30 p.m.

**2. Pledge of Allegiance**

Chair Santoyo asked Commissioner Parra to lead the Pledge of Allegiance.

**3. Comments from the Public**

Coalinga-Huron Unified School District Board Vice President Ramon Zubiri spoke and expressed his dissatisfaction with a letter from the City of Huron that was included in the Huron MSR record. Mr. Zubiri saw the letter as an attack on the District and the work it does and expressed that it did not accurately reflect the actions of the District in Huron.

Chair Santoyo suggested Mr. Zubiri and the Board of Trustees send a response letter addressing the claims considering there being no item for the Commission to vote on.

There were no further comments from the public.

**4. Potential Conflicts of Interest**

There were no conflicts of interest.

**CONSENT AGENDA**

**5-A. Minutes from the LAFCo Meeting of September 11, 2019.**

**5-B. Consider Update of the LAFCo's 2015 Disadvantaged Unincorporated**

**Communities Database to be Continued.**

**5-C. Request Authorization to use Contingency Funding in an Amount not to Exceed \$1,000 to fund the Translation Services for the Proposed LAFCo 101 Workshop.**

Commissioner Parra made a motion to approve consent agenda items 5-A through 5-C seconded by Commissioner Silva. The Commission approved consent agenda items 5-A through 5-C by a vote of 4-0-1-0.

**REGULAR AGENDA ITEMS**

**6. Proposed 2020 LAFCo Hearing and Office Calendar.**

Chair Santoyo asked if there were comments from the Commission. No Commissioner had a comment.

There were no comments from the public.

Commissioner Silva made a motion to approve agenda item 6 seconded by Commissioner Parra. The Commission approved agenda item 6 by a vote of 4-0-1-0.

**7. Municipal Service Review and Sphere of Influence Update for the County Service Area 7 and 7D.**

Senior LAFCo Analyst George Uc presented staff's report: this item is for consideration of approval of the Municipal Service Review ("MSR") and sphere of influence ("SOI") update for County Service Areas 7 and 7D. The MSR encourages the special districts' administration to develop a financial reserve plan that outlines the intended uses of the district's reserve balances.

Staff recommends the Commission to update the District's SOI by taking the following actions:

- 1) Find that the MSR is exempt from the California Environmental Quality Act ("CEQA");
- 2) Adopt the written determinations and recommendations in the MSR.

There were no comments from the Commission.

There were no comments from the public.

Commissioner Silva made a motion to approve agenda item 7 action 1: CEQA exemption, seconded by Commissioner Parra. The Commission approved agenda item 7 action 1 by a vote of 4-0-1-0.

Commissioner Parra made a motion to approve agenda item 7 action 2: Adopt the written determinations and recommendation in the MSR, which was seconded by Commissioner Pacheco. The Commission approved agenda item 7 action 2 by a vote of 4-0-1-0.

## **8. MSR Program Workshop**

LAFCo Executive Officer David Fey presented staff's update: Fey briefed the Commission of the Municipal Service Review ("MSR") process and described the frequency of MSR updates; the Commission adopted its MSR policy in 2014; Fey restated the importance of the MSR process; and current MSRs assess a spectrum of service provision and governance.

The purpose of the MSR updates is to build and maintain relationships with the agencies overseen by the Commission, to evaluate the governance, finances, capacity to provide services, and provide recommendations to encourage efficient service delivery. Fey explained the agencies are now able to plan for their futures and follow both state law and the Commission's policy.

Referencing a handout, Fey walked the Commission through the current progress being made in bringing all the MSR's up to date. Due to the level of scrutiny and detail paid to the process along with unique challenges MSR's, Commission staff does a bulk of the work in-house.

Chair Santoyo expressed his concern over the amount of resources being used towards the frequent MSR updates and asked the Commission to entertain the idea of adopting a new policy which would schedule out the updates based on precedence and need.

Fey added some context to the issue. Citing the MSR 2.0 policy adopted by the Commission and the breadth of work required in accomplishing this task Fey expressed the high value in doing the work to the agencies served by the Commission. Fey emphasized the importance of updating those MSR's which are the most out of date and suggested next steps. After bringing all the MSR's to a level of uniformity, and after the Commission has reflected on the MSR process in its entirety, then a decision should be made on how to move forward.

There were no other comments from the Commission.

There were no comments from the public.

## **9. Executive Officer Comments**

Fey updated the Commission on the CALAFCO Conference in Sacramento, which he and Commissioner Parra attended.

Fey also commented on the City of Fresno's proposed sphere of influence update and said he would inform the Commission as information became available.

Financial statements are at the Commission's place at the dais.

## **10. Commission Comments/Reports**

Commissioner Silva announced that he will be resigning from the Mendota City Council at the end of the month and would therefore also be relinquishing his seat on the Commission. He thanked the Commission and staff for the work that is being done and expressed his gratitude

towards the patience of everyone involved despite his absences due to health issues.

Commissioners Pacheco and Parra thanked Silva for his dedication and contributions over the years and expressed their sadness in seeing him step down from the Commission.

#### **11. Adjournment**

Commissioner Parra moved to adjourn the meeting, seconded by Commissioner Pacheco. The motion passed on a vote of 4-0-1-0. The meeting was adjourned at 2:00 p.m.

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