



**LOCAL AGENCY FORMATION COMMISSION  
OF SANTA CRUZ COUNTY**

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**ADOPTED MINUTES**

**LAFCO REGULAR MEETING AGENDA**

**Wednesday, January 4, 2023**

**Start Time - 9:00 a.m.**

**1. ROLL CALL**

**Chair Rachél Lather** called the meeting of the Local Agency Formation Commission of Santa Cruz County (LAFCO) to order at 9:00 a.m. and welcomed everyone in attendance. She asked staff to conduct roll call.

The following Commissioners were present:

- Chair Rachél Lather
- Commissioner Jim Anderson
- Commissioner Roger Anderson
- Commissioner Zach Friend
- Alternate Commissioner Ed Banks
- Alternate Commissioner John Hunt
- Alternate Commissioner Donna Lind

The following LAFCO staff members were present:

- Executive Officer Joe Serrano
- Legal Counsel, Malathy Subramanian

**Executive Officer Joe Serrano** announced that Alternate Commissioner Donna Lind will be a voting member during today's meeting.

**2. EXECUTIVE OFFICER'S MESSAGE**

**2a. Virtual meeting Process**

**Executive Officer Joe Serrano** announced that the Commission Meeting is being conducted virtually through the Zoom Webinar platform and participation by Commissioners and staff are from remote locations. Members of the public will have access to the meeting by phone or online. Mr. Serrano anticipates reverting back to in-person meetings as early as March 2023 since the COVID-related State of Emergency is scheduled to be lifted in February 2023.

### 3. ADOPTION OF MINUTES

**Chair Rachél Lather** requested public comments on the draft minutes. **Executive Officer Joe Serrano** noted no public comments were received. **Chair Rachél Lather** closed public comments.

**Chair Rachél Lather** called for the approval of the draft minutes. **Commissioner Zach Friend** motioned for approval of the November 2, 2022 Meeting Minutes and **Commissioner Roger Anderson** seconded the motion.

**Chair Rachél Lather** called for a roll call vote on the approval of the draft minutes. **Executive Officer Joe Serrano** conducted a roll call vote on the item.

**MOTION: Zach Friend**

**SECOND: Roger Anderson**

**FOR: Jim Anderson, Roger Anderson, Donna Lind, Zach Friend, and Rachél Lather.**

**AGAINST: None**

**ABSTAIN: None**

**MOTION PASSED: 5-0**

### 4. ORAL COMMUNICATIONS

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that there was one request to address the Commission.

**Becky Steinbruner** noted the recent rain's impact on county roads, referred to Soquel Creek Water District's report of recycled water, and indicated that she continues to follow the reorganization effort between Branciforte and Scotts Valley Fire Protection Districts.

**Chair Rachél Lather** noted no further comments and moved to the next agenda item.

### 5. SPECIAL BUSINESS

**Chair Rachél Lather** requested staff to provide a presentation on the resolution of appreciation for outgoing Commissioner Ryan Coonerty.

**Executive Officer Joe Serrano** summarized Mr. Coonerty's career in local government, specifically his impact on LAFCO. Mr. Serrano extended his gratitude towards Mr. Coonerty and requested that the Commission adopt the resolution of appreciation.

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that Mr. Coonerty was present and would like to provide comments.

**Ryan Coonerty** thanked the Commission for allowing him to participate in LAFCO actions during his tenure. Mr. Coonerty noted the importance of LAFCO in local government and wishes the Commission and staff further success.

**Chair Rachél Lather** closed public comments and called for Commission comments.

**Multiple Commissioners** extended their appreciation towards Mr. Coonerty as a local leader and Commissioner.

**Chair Rachél Lather** noted no further comments and asked for a motion. **Commissioner Zach Friend** motioned to approve staff's recommendations and **Commissioner Jim Anderson** seconded the motion.

**Chair Rachél Lather** called for a roll call vote on motion based on staff's recommendation: **Adopt the draft resolution (No. 2023-01) acknowledging Commissioner Ryan Coonerty's dedicated service on LAFCO.**

**Executive Officer Joe Serrano** conducted a roll call vote on the item.

**MOTION: Zach Friend**

**SECOND: Jim Anderson**

**FOR: Jim Anderson, Roger Anderson, Donna Lind, Zach Friend, and Rachél Lather.**

**AGAINST: None**

**ABSTAIN: None**

**MOTION PASSED: 5-0**

## **6. PUBLIC HEARINGS**

**Chair Rachél Lather** noted that there were two public hearing items for Commission consideration today.

### **6a. "County Service Area 54 Dissolution" – Initiating Resolution**

**Chair Rachél Lather** requested staff to provide a presentation on the proposed dissolution effort.

**Executive Officer Joe Serrano** noted that state law now requires mandatory dissolutions for any inactive special district and explained how CSA 54 has been inactive for over 15 years. Pursuant to state law, and following the letter from the State Controller's Office, LAFCO is required to adopt a resolution to initiate the mandatory dissolution process. A subsequent public hearing will then be held to officially dissolve CSA 54. Mr. Serrano is recommending approval of the draft resolution.

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that there were no requests to address the Commission.

**Chair Rachél Lather** closed public comments and called for Commission comments.

**Commissioner Zach Friend** motioned to approve staff's recommendations and **Commissioner Jim Anderson** seconded the motion.

**Chair Rachél Lather** called for a roll call vote on motion based on staff's recommendation: **Adopt draft resolution (No. 2023-02) initiating the dissolution of County Service Area 54 as an inactive special district.**

**Executive Officer Joe Serrano** conducted a roll call vote on the item.

**MOTION: Zach Friend**

**SECOND: Jim Anderson**

**FOR: Jim Anderson, Roger Anderson, Donna Lind, Zach Friend, and Rachél Lather.**

**AGAINST: None**

**ABSTAIN: None**

**MOTION PASSED: 5-0**

### **6b. “Pajaro Valley Health Care District Sphere of Influence Designation”**

**Chair Rachél Lather** requested staff to provide a presentation on the proposed sphere boundary establishment.

**Executive Officer Joe Serrano** explained that state law requires LAFCO to adopt a sphere boundary for the newly-formed healthcare district by February 2023. Mr. Serrano indicated that the sphere boundary should be coterminous with the District’s existing jurisdictional boundary. He also noted that the sphere may be amended in the future based on LAFCO’s findings within an upcoming service review, which is scheduled to be completed by December 2025. Staff is recommending that the Commission adopt the proposed sphere boundary for the healthcare district.

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that there was one request to address the Commission.

**Becky Steinbruner** inquired about the District’s existing jurisdictional boundary. **Executive Officer Joe Serrano** stated that the special legislation, which formed the healthcare district, relied on the Pajaro Valley Union School District boundary to determine the healthcare district’s service boundary. Mr. Serrano noted that LAFCO will analyze whether additional areas should be annexed into the district as part of the scheduled service and sphere review.

**Chair Rachél Lather** closed public comments and called for Commission comments.

**Commissioner Roger Anderson** asked whether the proposed sphere boundary will conflict with the jurisdictional and sphere boundaries for the Salinas Valley Memorial Healthcare System in Monterey County. **Executive Officer Joe Serrano** stated that staff will be coordinating with Monterey LAFCO to ensure there is no overlap of boundaries.

**Commissioner Jim Anderson** asked whether members of the public have to reside within the healthcare district’s boundaries to utilize the Watsonville Community Hospital. **Executive Officer Joe Serrano** clarified that people are not required to be constituents of the healthcare district to utilize the hospital or medical facilities.

**Commissioner Zach Friend** motioned to approve staff’s recommendations and **Commissioner Jim Anderson** seconded the motion.

**Chair Rachél Lather** called for a roll call vote on motion based on staff's recommendation: **Adopt draft resolution (No. 2023-03) approving the sphere of influence designation for the Pajaro Valley Health Care District.**

**Executive Officer Joe Serrano** conducted a roll call vote on the item.

**MOTION:** Zach Friend

**SECOND:** Jim Anderson

**FOR:** Jim Anderson, Roger Anderson, Donna Lind, Zach Friend, and Rachél Lather.

**AGAINST:** None

**ABSTAIN:** None

**MOTION PASSED: 5-0**

## **7. OTHER BUSINESS**

**Chair Rachél Lather** noted that there was five business items for Commission consideration today.

### **7a. LAFCO Staffing Support**

**Chair Rachél Lather** requested staff to provide a presentation on the proposed staffing support opportunities.

**Executive Officer Joe Serrano** noted that LAFCO currently has one full-time employee and has benefited from utilizing outside consultants for temporary assistance and/or specific projects, including the hiring of a fire consultant to help with LAFCO's current fire study and reorganization effort between two fire districts. Mr. Serrano is recommending that the Commission consider entering into a contractual agreement with Marin LAFCO for shared services opportunities, with Piret Harmon for water consulting services, and with the County of Santa Cruz for administrative support. These services will be on an as-needed basis. He is also recommending that the Commission direct staff to continue searching for a second full-time employee (LAFCO Analyst) and allow existing staff the option to work remotely during the remainder of Fiscal Year 2022-23.

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that there was one request to address the Commission.

**Becky Steinbruner** requested more information about the collaboration with Marin LAFCO and Piret Harmon. **Executive Officer Joe Serrano** stated that staff reached out to all the Coastal Region LAFCOs about establishing a shared services agreement, and while several LAFCOs showed interest, Marin LAFCO was ready to move forward with adopting an agreement. Mr. Serrano also explained that Ms. Harmon's experience as the former Scotts Valley Water District General Manager would be a great benefit to LAFCO in understanding and addressing water-related issues in Santa Cruz County.

**Chair Rachél Lather** closed public comments and called for Commission comments.

**Commissioner Donna Lind** highlighted Ms. Harmon's qualifications and agreed that LAFCO would benefit from her expertise.

**Multiple Commissioners** questioned staff about the financial impact to LAFCO's budget with the addition of a new consultant and the hiring of another full-time employee. **Executive Officer Joe Serrano** indicated that the upcoming LAFCO budget for fiscal year 2023-24 will earmark funds towards the consultants, the proposed full-time employee, and the other contractual agreements to ensure that LAFCO has adequate revenue to cover the anticipated expenses.

**Commissioner Zach Friend** motioned to approve staff's recommendations and **Commissioner Roger Anderson** seconded the motion.

**Chair Rachél Lather** called for a roll call vote on motion based on staff's recommendation: **(1) Adopt the contractual agreement with Marin LAFCO for shared services opportunities on an as-needed basis; (2) Adopt the contractual agreement with Piret Harmon for water consulting services on an as-needed basis; (3) Authorize staff to enter into a contractual agreement with County of Santa Cruz for administrative support on an as-needed basis; (4) Direct staff to continue the recruitment process in search of a LAFCO Analyst; and (5) Allow temporary permission for the Executive Officer to work remotely during the remainder of Fiscal Year 2022-23.**

**Executive Officer Joe Serrano** conducted a roll call vote on the item.

**MOTION: Zach Friend**

**SECOND: Roger Anderson**

**FOR: Jim Anderson, Roger Anderson, Donna Lind, Zach Friend, and Rachél Lather.**

**AGAINST: None**

**ABSTAIN: None**

**MOTION PASSED: 5-0**

### **b. Virtual Meetings Update**

**Chair Rachél Lather** requested staff to provide a presentation on how LAFCO will conduct upcoming Commission meetings.

**Executive Officer Joe Serrano** noted AB 361, which allowed public agencies to conduct virtual meetings, will be unserviceable after the Governor lifts the COVID-related State of Emergency in late-February. Mr. Serrano recommended that the Commission revert back to in-person meetings starting in March. He also mentioned that staff may implement a hybrid model which will allow members of the public the option to attend LAFCO meetings remotely or in-person.

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that there were no requests to address the Commission.

**Chair Rachél Lather** closed public comments and called for Commission comments.

**Commissioner Roger Anderson** motioned to approve staff's recommendations and **Commissioner Zach Friend** seconded the motion.

**Chair Rachél Lather** called for a roll call vote on motion based on staff's recommendation: **Direct staff to implement in-person meetings starting on March 1, 2023.**

**Executive Officer Joe Serrano** conducted a roll call vote on the item.

**MOTION:** Roger Anderson

**SECOND:** Zach Friend

**FOR:** Jim Anderson, Roger Anderson, Donna Lind, Zach Friend, and Rachél Lather.

**AGAINST:** None

**ABSTAIN:** None

**MOTION PASSED: 5-0**

### **c. Appoint New Chair and Vice-Chair**

**Chair Rachél Lather** requested staff to provide a presentation on appointing a new Chair and Vice-Chair for the 2023 calendar year.

**Executive Officer Joe Serrano** explained that LAFCO appoints a new Chair and Vice-Chair at the beginning of the year in accordance with the Commission's adopted policies. Mr. Serrano recommended that the Commission discuss and appoint two board members to be the new leaders on LAFCO.

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that there was one request to address the Commission.

**Becky Steinbruner** noted that the Board of Supervisors will appoint three supervisors to be seated on LAFCO and requested that the Commission postpone acting until those appointments are made. **Chair Rachél Lather** closed public comments and called for Commission comments.

**Commissioner Roger Anderson** motioned to appoint Yvette Brooks as LAFCO's new Chair and **Commissioner Zach Friend** seconded the motion.

**Chair Rachél Lather** called for a roll call vote on motion: **Appoint Yvette Brooks to be LAFCO's Chair during the 2023 calendar year.**

**Executive Officer Joe Serrano** conducted a roll call vote on the item.

**MOTION:** Roger Anderson

**SECOND:** Zach Friend

**FOR:** Jim Anderson, Roger Anderson, Donna Lind, Zach Friend, and Rachél Lather.

**AGAINST:** None

**ABSTAIN:** None

**MOTION PASSED: 5-0**

**Commissioner Zach Friend** motioned to appoint John Hunt as LAFCO's new Vice-Chair and **Commissioner Donna Lind** seconded the motion.

**Executive Officer Joe Serrano** asked legal counsel if there is an issue for an Alternate Commissioner to be the Vice-Chair. **Legal Counsel Malathy Subramanian** noted that there are no restrictions for alternate members to hold such title, however, she reminded the Commission that alternates may not be a voting member unless the regular member is absent.

**Chair Rachél Lather** called for a roll call vote on motion: **Appoint John Hunt to be LAFCO's Vice-Chair during the 2023 calendar year.**

**Executive Officer Joe Serrano** conducted a roll call vote on the item.

**MOTION: Zach Friend**

**SECOND: Donna Lind**

**FOR: Jim Anderson, Roger Anderson, Donna Lind, Zach Friend, and Rachél Lather.**

**AGAINST: None**

**ABSTAIN: None**

**MOTION PASSED: 5-0**

#### **d. Focus Agriculture Class of 2023 – Application Request**

**Chair Rachél Lather** requested staff to provide a presentation on potentially sponsoring a Commissioner for the upcoming Focus Agriculture Program.

**Executive Officer Joe Serrano** explained that Commissioner Yvette Brooks expressed interest in the 2023 Focus Agriculture Program and inquired if LAFCO could sponsor the tuition payment of \$1,000. Mr. Serrano recommended that the Commission consider her request.

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that there were no requests to address the Commission.

**Chair Rachél Lather** closed public comments and called for Commission comments. **Commissioner Zach Friend** motioned that LAFCO pay half the tuition (\$500) and the City of Capitola pay the remaining amount (\$500). **Commissioner Roger Anderson** seconded the motion.

**Chair Rachél Lather** called for a roll call vote on motion based on staff's recommendation: **Approve the payment of \$500 towards the Focus Agriculture tuition with the condition that any reimbursement come back to LAFCO.**

**Executive Officer Joe Serrano** conducted a roll call vote on the item.

**MOTION: Zach Friend**

**SECOND: Roger Anderson**

**FOR: Jim Anderson, Roger Anderson, Donna Lind, Zach Friend, and Rachél Lather.**

**AGAINST: None**

**ABSTAIN: None**

**MOTION PASSED: 5-0**



### **e. Upcoming LAFCO Seat Vacancies**

**Chair Rachél Lather** requested staff to provide a presentation on the upcoming seat vacancies on LAFCO.

**Executive Officer Joe Serrano** noted that LAFCO will see new Commissioners during the 2023 calendar year. Mr. Serrano stated that the County will appoint three board of supervisors to be on LAFCO including the replacement of Former Supervisor Ryan Coonerty. He also noted that the Independent Special Districts Selection Committee will vote for a new regular member on LAFCO and the City Selection Committee will appoint three city council members to be LAFCO's new regular and alternate members. He clarified that this item is for informational purposes only and no action is required.

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that there was no request to address the Commission.

**Chair Rachél Lather** moved to the next item since no Commission action was required.

### **8. WRITTEN CORRESPONDENCE**

**Chair Rachél Lather** inquired whether there was any written correspondence submitted to LAFCO. There were none. **Chair Rachél Lather** moved to the next item since no Commission action was required.

### **9. PRESS ARTICLES**

**Chair Rachél Lather** requested staff to provide a presentation on the press articles. **Executive Officer Joe Serrano** indicated that this item highlights LAFCO-related articles recently circulated in local newspapers.

**Chair Rachél Lather** requested public comments on this item. **Executive Officer Joe Serrano** indicated that there was no request to address the Commission.

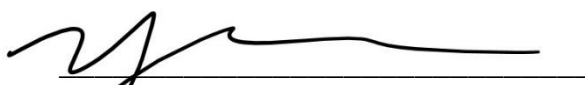
**Chair Rachél Lather** moved to the next item since no Commission action was required.


### **10. COMMISSIONERS' BUSINESS**

**Chair Rachél Lather** inquired whether any Commissioner would like to share any information. There were none. **Chair Rachél Lather** moved to the next item since no Commission action was required.

### **11. ADJOURNMENT**

**Chair Rachél Lather** adjourned the Regular Commission Meeting at 10:35 a.m. to the next regular LAFCO meeting scheduled for Wednesday, March 1, 2023 at 9:00 a.m.

  
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YVETTE BROOKS, CHAIRPERSON

  
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JOE SERRANO, EXECUTIVE OFFICER