

**ACTION MINUTES OF THE
LOCAL AGENCY FORMATION COMMISSION
FOR SAN BERNARDINO COUNTY**

REGULAR MEETING

9:00 A.M.

APRIL 17, 2024

PRESENT:

COMMISSIONERS:

Regular Member

Joe Baca, Jr.
Jim Bagley
Kimberly Cox
Phil Dupper
Steven Farrell, Vice Chair
Acquanetta Warren, Chair

Alternate Member

Rick Denison
Jim Harvey
Kevin Kenley

STAFF:

Samuel Martinez, Executive Officer
Paula de Sousa, Legal Counsel
Michael Tuerpe, Assistant Executive Officer
Arturo Pastor, Analyst
Angela Schell, Commission Clerk
Tom Dodson, Environmental Consultant

ABSENT:

COMMISSIONERS:

Regular Member

Curt Hagman

Alternate Member

Jesse Armendarez

**CONVENE REGULAR MEETING OF THE LOCAL AGENCY FORMATION COMMISSION –
9:02 A.M. – CALL TO ORDER – FLAG SALUTE AND ROLL CALL**

Prior to roll call, Commission Clerk announces that the Commission has a new Alternate County Member, Supervisor Jesse Armendarez, who will be attending at a future meeting.

ANNOUNCEMENT OF CONTRIBUTIONS

1. PUBLIC COMMENTS ON CLOSED SESSION

There are none.

2. CONVENE CLOSED SESSION

Conference Room Adjacent to Event Center Auditorium

Prior to convening in closed session, Legal Counsel Paula de Sousa provides an oral announcements of the matters to be discussed in closed session, as follows:

- A. Conference with Legal Counsel – Significant Exposure to Litigation (Government Code Section 54956.9(d)(2) – 1 Potential Case
- B. Conference with Real Property Negotiators (Government Code Section 54956.8)
Property: Norton Regional Event Center, 1601 E. 3rd Street, San Bernardino,
Agency Negotiator: Samuel Martinez, LAFCO Executive Officer
Negotiating Party: Inland Valley Development Agency
Under Negotiation: Price and Terms of Lease

Chair Warren arrives at 9:07 a.m. and joins the Commission for Closed Session.

3. RECONVENE CLOSED SESSION

Legal Counsel Paula de Sousa states there is no reportable action taken in Closed Session.

4. Comments from the Public

There are none.

CONSENT ITEMS:

5. Approval of Minutes for Regular Meeting of February 21, 2024

6. Approval of Executive Officer's Expense Report

Recommendation: Approve the Executive Officer's Expense for Procurement Card Purchases from January 23, 2024 to February 22, 2024 and February 23, 2024 to March 22, 2024.

7. Ratify Payments as Reconciled for the Months of January and February 2024 and Note Revenue Receipts

Recommendation: Ratify payments as reconciled for the months of January and February 2024 and note revenue receipts for the same period.

8. Consent Items Deferred for Discussion (None)

Commissioner Dupper moves the approval of the Consent Items. Second by Commissioner Baca. The motion passes with the following roll call vote:

*Ayes: Baca, Bagley, Cox, Dupper, Farrell, and Warren.
Noes: None.
Abstain: None.
Absent: Hagman.*

PUBLIC HEARING ITEMS:

9. Review and Accept Audit Report for Fiscal Year Ended June 30, 2023

Recommendation: Staff recommends that the Commission receive and file the materials submitted by Davis Farr, LLP related to the Commission's audit for Fiscal Year 2022/23.

Presenter from Davis Farr, LLP: Jonathan Foster, Partner

Chair Warren states the item is to receive and file.

10. LAFCO SC#521 – Authorization for the Running Springs Water District to Provide Ground Ambulance Services Outside its Boundary and Outside its Sphere of influence Pursuant to Government Code Section 56133.5

Recommendation: Staff recommends that the Commission take the following actions related to LAFCO SC#521:

1. For environmental review, certify that LAFCO SC#521 is exempt from environmental review and direct the Executive Officer to file the Notice of Exemption within five (5) days.
2. Approve LAFCO SC#521 authorizing the Running Springs Water District to provide ground ambulance service outside its boundary and sphere of influence within the areas identified in Attachment #1.
3. Adopt LAFCO Resolution No. 3400 setting forth the Commission's determinations for service outside the Running Springs Water District boundary and sphere of influence pursuant to Government Code Section 56133.5.

Commissioner Baca moves to approve staff recommendations. Second by Commissioner Farrell. The motion passes with the following roll call vote:

Ayes: Baca, Bagley, Cox, Dupper, Farrell, and Warren.

Noes: None.

Abstain: None.

Absent: Hagman.

11. Third Quarter Financial Review for FY 2023/24

Recommendation: Staff recommends that the Commission take the following actions:

1. Note receipt of this report and file.
2. Direct the Executive Officer to issue payment to SBCERA for \$52,500 as a credit towards paying down LAFCO's share of the Unfunded Actuarial Liability.

Commissioner Baca moves to approve staff recommendations. Second by Commissioner Cox. The motion passes with the following roll call vote:

*Ayes: Baca, Bagley, Cox, Dupper, Farrell, and Warren.
Noes: None.
Abstain: None.
Absent: Hagman.*

12. Review and Consideration of Amendments to Policy and Procedure Manual Section III – Human Resources to Reflect the County Approved (Non-Substantive) Amendments Related to its Exempt Group

Recommendation: Staff recommends that the Commission take the following actions:

1. Provide staff with any additional changes, corrections or amendments to the Human Resources Section of the Policy and Procedure Manual as presented.
2. Schedule a public hearing for May 15, 2024 for formal approval of the amendments to the Human Resources Section of the Policy and Procedure Manual.

Commissioner Baca moves to approve staff recommendations. Second by Commissioner Dupper. The motion passes with the following roll call vote:

*Ayes: Baca, Bagley, Cox, Dupper, Farrell, and Warren.
Noes: None.
Abstain: None.
Absent: Hagman.*

13. Preliminary Budget Review for Fiscal Year 2024/25:

a. Proposed Schedule of Fees, Deposits, and Charges for Fiscal Year 2024/25

Recommendation: Staff recommends that the Commission take the following actions related to the Proposed Schedule of Fees, Deposits and Charges for Fiscal Year 2024/25:

1. Review the proposed amendments and provide staff with direction on changes, corrections, or modifications to be included.
2. Direct staff to forward the Proposed Schedule of Fees, Deposits, and Charges for FY 2024/25 to the County, all Cities/Towns, and all independent Special Districts for their review and comments pursuant to Government Code Section 56383.
3. Schedule the final review and adoption of the Schedule of Fees, Deposits, and Charges for the May 15, 2024 hearing.

Commissioner Baca moves to approve staff recommendations. Second by Commissioner Dupper. The motion passes with the following roll call vote:

Ayes: Baca, Bagley, Cox, Dupper, Farrell, and Warren.
Noes: None.
Abstain: None.
Absent: Hagman.

b. Proposed Budget and Work Plan for FY 2024/25

Recommendation: Staff recommends that the Commission take the following actions:

1. Adopt the Proposed Budget and Work Plan for FY 2024/25 as presented by staff.
2. Direct staff to forward the adopted Proposed Budget, as may be modified at this hearing, to all independent special districts, cities/towns, and the County for their comment pursuant to Government Code Section 56381.
3. Schedule a public hearing for May 15, 2024 for formal:
 - a. Approval of the amendments to the Policy and Procedure Manual for Salaries and Benefits and Reserves;
 - b. Authorization for the Executive Officer to sign Amendment #1 to the Contract with Rebecca Lowery for staff support; and,
 - c. Adoption of the Final Budget for FY 2024/25.

Commissioner Baca moves to approve staff recommendations. Second by Commissioner Cox. The motion passes with the following roll call vote:

Ayes: Baca, Bagley, Cox, Dupper, Farrell, and Warren.
Noes: None.
Abstain: None.
Absent: Hagman.

DISCUSSION ITEM:

Commissioner Cox leaves the dais at 9:45 a.m.

14. Legislative Update Report

Recommendation: Staff recommends that the Commission take the following actions:

1. Receive and file the Legislative Report;
2. Indicate its support for AB 3277 (Carrillo), which streamlines the property tax exchange process for formation of a district;

3. Indicate its support for SB 1209 (Cortese) which seeks to add indemnification provisions in CHK; and,
4. Provide direction to staff on legislation of interest or future actions, if any, and authorize the Chair to sign the letters identifying these positions and direct staff to forward said letters to the appropriate recipients.

Commissioner Baca moves to approve staff recommendations. Second by Commissioner Farrell. The motion passes with the following roll call vote:

Ayes: Baca, Bagley, Dupper, Farrell, Kenley, and Warren.

Noes: None.

Abstain: None.

Absent: Cox (Kenley voting in her stead) and Hagman.

INFORMATION ITEMS:

15. Executive Officer's Report


Executive Officer Samuel Martinez states he has no staff report and reminds the Commission of the May 15 meeting. He concludes his EO report, stating that at the end of the month, LAFCO staff will be attending the CALAFCO Staff Workshop in Pleasanton.

16. Commissioner Comments

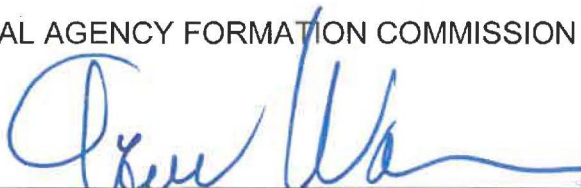
There are none.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, THE MEETING ADJOURNS AT 10:07 A.M.

ATTEST:


ANGELA SCHELL, Clerk to the Commission

LOCAL AGENCY FORMATION COMMISSION


ACQUANELTA WARREN, Chair