

Calaveras Local Agency Formation Commission

Regular Meeting Agenda

MONDAY – November 21, 2016 – 6:00 p.m.
at the

**Calaveras County Board of Supervisors Chambers
County Administrative Center
San Andreas**

6:00 PM Regular LAFCo Meeting Items:

1. Call to Order/Pledge of Allegiance/Roll Call

Commissioners

Anita Paque, Public Member
Bert Sobon, City Member
Amanda Folendorf, Chair, City Member
Cliff Edson, County Member
Michael Oliveira, Vice Chair County Member
Tony Tyrrell, Special District Member
John Lavaroni, Special District Member

Roark Weber, Public Member Alt.
Debbie Ponte, County Member Alt.
Scott Behiel, City Member Alt.
Jon Dashner, Special Dist. Member Alt.

Staff:

John Benoit, Executive Officer
Nancy Mees, LAFCO Clerk
Michael Colantuono, LAFCO Counsel

2. Approval of Agenda (Deletions/Additions)

3. *Consider minutes of September 19th, 2016*

a. Approve September 19, 2016 Minutes

4. Consent Agenda:

a. Review and Authorize Claims for September & October 2016

5. **Review letter regarding the Calaveras County Draft Community Planning and Safety Elements and authorize the Chair to sign.**
 - a. *Review the letter regarding the Draft Community Planning and Safety Elements and authorize the Chair to sign.*
6. **Discussion regarding the Calafco Conference in Santa Barbara**
 - a. *Discussion regarding the Calafco Conference*
7. **Set regular meeting schedule for 2017**
 - a. *Set regular meeting schedule for 2017*
8. **Executive Officer' s report**
 - a) *Saddle Creek MSR-SOI*
 - b) *Healthcare SOI*
 - c) *CCWD SOI*

9. **Commissioners Reports**

This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCO, and legislative matters

10. **Public Comment**

This is the time set aside for citizens to address the Commission on any item of interest to the public that is within the subject matter jurisdiction of the Commission. For items that were on the agenda, public comment was heard when the item is discussed. If your comments concern an item that is noted as a public hearing, please address the Commission after the public hearing is opened for public testimony. The Chair reserves the right to limit each speaker to three (3) minutes. Please understand that by law, the Commission cannot make decisions on matters not on the agenda.

11. **Adjourn to next regular meeting of December 19, 2016, if determined necessary.**

The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.

Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56325.1

Public Comment

Members of the public may address the Commission on items not appearing on the agenda, as well as any item that does appear on the agenda, subject to the following restrictions:

- Items not appearing on the agenda must be of interest to the public and within the Commission's subject matter jurisdiction.
- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).

Public Hearings

Calaveras LAFCO

Members of the public may address the Commission on any item appearing on the agenda as a Public Hearing. The Commission may limit any person's input to a specified time. Written statements may be submitted in lieu of or to supplement oral statements made during a public hearing.

Agenda Materials

Materials related to an item on this agenda will be available on the Calaveras LAFCO website as noted below to the extent practicable and subject to staff's ability to post the documents prior to the meeting.

Accessibility

The location of this meeting is wheelchair-accessible.

Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Calaveras LAFCO must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660. A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Contact LAFCO Staff at (209) 754-6511

LAFCO Webpage: www.calaveraslafco.org

Email LAFCO at: johnbenoit@surewest.net

**Calaveras Local Agency Formation Commission
Regular Meeting Minutes - Monday September 19, 2016**

1. **Call to Order/Pledge of Allegiance/Roll Call** – Order was called by Chair Folendorf at 6:05 p.m. on Monday, September 19, 2016, in the Calaveras County Board of Supervisors Chambers, County Administrative Center, San Andreas, California.

Commissioners Present

Amanda Folendorf, Chair, City Member
John Lavaroni, Special District Member
Anita Paque, Public Member
Bert Sobon, City Member
Roark Weber, Public Member Alt.
Jon Dashner, Special District Member Alt.
Debbie Ponte, County Member Alt.

Commissioners Absent

Cliff Edson, County Member
Michael Oliveira, Vice Chair, Cnty Mem.
Scott Behiel, City Member Alt.
Tony Tyrrell, Special District Member

Staff Present

John Benoit, Executive Officer
Nancy Mees, LAFCO Clerk

Others Present

Sign Interpreters

2. **Approval of Agenda: MOTION** by Commissioner Sobon to approve the Agenda as presented, second by Commissioner Ponte. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.
3. **Consider Minutes from the August 15, 2016, LAFCo meeting. MOTION** by Commissioner Ponte to approve the Minutes as presented, second by Commissioner Sobon. Motion passed 5 yes, 0 no, 1 absent, 1 abstention.
4. **Consent Agenda: Review and Authorize Claims for August 2016. MOTION** by Commissioner Sobon to approve Claims for August 2016 as presented, second by Commissioner Lavaroni. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.
5. **Review Calaveras LAFCo's Conflict of Interest Code and authorize Executive Officer to sign and file the 2016 Local Agency Biennial Notice.**
Executive Officer Benoit reminded the Commission that they are required to review Calaveras LAFCo's Conflict of Interest Code biennially to see if any changes are needed. In response to a question from Commissioner Sobon, Mr. Benoit stated that Form 700s are due in April each year, or upon a change or vacation of office.

MOTION by Commissioner Ponte to authorize the Executive Director to sign and file with the Board of Supervisors the 2016 Local Agency Biennial Notice, second by Commissioner Paque. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

6. Workshop regarding the Draft Community Planning and Safety Elements to the Calaveras County General Plan.

Executive Officer Benoit stated that he has several comments that he will put in writing for the Commission to review at the next Board Meeting. The comments include questions regarding a lack of a water conservation district, determining whether San Andreas is a Local Responsibility Area, and various issues regarding the element on fire safety, as well as several other items.

With respect to the element on fire safety, Mr. Benoit had questions as to how minimum level of service thresholds are set for fire. David Hanham, Planning Director for the City of Angels Camp, responded that in unincorporated areas they are set by Cal Fire, and that the ISO ratings are intended more for districts and cities. Mr. Benoit added that if the county is going to establish a minimum level of service threshold, it should be done in consultation with the fire chiefs, and that evacuation routes and safe zones are usually included in fire safety plans.

Executive Officer Benoit also stated that the water supply inventory needs to be updated, the Community Planning and Safety Element needs to mention an updated MSR, that the Plan should be internally consistent, and it should include a map of the community areas being discussed with respect to the community plans. Commissioner Ponte responded by saying there are a number of community plans, some approved by the Board of Supervisors and some not, but there is a map of them. She also stated that the Planning Commission has been reviewing these and other issues and will be presenting its findings to the Board of Supervisors on October 4.

Commissioner Weber said the hazard mitigation plan is very important because it determines whether FEMA funds can be obtained by water districts in order to make infrastructure improvements. He added that there are several problems with the overall Planning and Safety Element, including failure to take into account limited staffing, need for good flood plain maps, the fact that it should not address building code issues that are already cover by California Codes, and that some sensitivity needs to be added in with respect to victims of last year's fire being able to obtain needed building permits. Commissioner Dashner added that several of the items in the Plan are superseded by the Office of Emergency Services.

Executive Officer Benoit stated that he would structure his letter to include all of his comments as well as the ones brought up during this workshop. He will have that letter ready for the next Board Meeting.

Public Comment: No public comments.

7. Executive Officer's report.

Calaveras LAFCO

September 19, 2016

- a. *CSDA Financial Workshop (Budgeting, Financial Planning and CIP Training), Friday, September 30, 2016 (6-hour workshop at the BOS Room in San Andreas).*
Executive Officer Benoit reported that so far only 29 people have signed up, but that he hopes more will. He is planning to video tape the program so it will be available to those who are unable to attend.
- b. *2016 Ethics Training, Friday, October 14, 2016 (2-hour workshop at the BOS Room in San Andreas).*
The Training will be from 2-4 pm. Commissioner Paque requested that the training include addressing Form 700s with respect to reporting insurance receipts after the fire this past year.
- c. *CALAFCO Conference, October 25-28, 2016.*
Three Commissioners (Tyrrell, Paque, and Folendorf) will be attending
- d. *Saddle Creek MSR-SOI.*
Executive Officer Benoit said this should be completed soon.
- e. *Healthcare SOI.*
Executive Officer Benoit reported that this is both a Service Review and SOI, and that it is working its way through the process.
- f. *CCWD SOI.*
Executive Office Benoit said he has a copy of the maps, but he needs some clarification on them.

8. **Commissioner Reports:** Commissioner Ponte reported that the Board of Supervisors is currently reviewing the applications for RCD. So far they have nine candidates for seven positions.

9. **Public Comment:** No public comments.

10. **Adjournment:** Meeting was adjourned at 6:45 p.m. Several Commissioners and Executive Officer Benoit said they would not be able to attend the October 17, 2016, meeting.

Minutes submitted by Nancy Mees.

DATED: _____

APPROVED: _____

Amanda Folendorf, Chair, or Michael Oliveira,
Vice Chair, Calaveras Local Agency Formation

#4

CALAVERAS LAFCO

LAFCO CLAIM AUTHORIZATION FORM

for

September and October 2016

Authorize payment of the following claims:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
FY 2016-2017 Expenses:		
Oct 1, 2016	Staff SVCS for September	\$ 4982.61
Sept 19, 2016	Comm Payroll Sept 19, 2016	\$ 300.00
November 1, 2016	Oct Staff Svcs and MSR-SOI Healthcare and Saddle Ck.	\$ 7,166.15
	TOTAL September and October 2016	\$12,448.76

DATED: Nov 21, 2016

APPROVED: Nov 21, 2016

Amanda Folendorf, Chair or, Michael Oliveira, Vice-Chair
Calaveras Local Agency Formation Commission

Attest:

John Benoit
Executive Officer

Item	Account Number	Comm Stipends	Insurance	Communications	Memberships	GenOfficeExp	Postage	copies	Fire&ENSSOI	W & WWSOI	Ex. OFF. Svcs	City Fin Charge
		62001	62050	62051	62052	62053	62054	62055	62057	62058	62059	62060
Total Budgeted		\$ 6,600.00	\$ 1,623.60	\$ 800.00	\$ 840.00	\$ 350.00	\$ 500.00	\$ 1,500.00	\$ 20,000.00	\$ 19,000.00	\$ 42,500.00	\$ 3,600.00
Calafco dues 16-17			\$ (1,618.40)									
SDRMA Insurance 14-15												
Calafco Conf. Regis Oct 25-28												
JB Invoice July 16 Svcs, Mapping, MSR												
Comm Stipends July 18, 2016		\$ (350.00)		\$ (40.97)			\$ (21.89)	\$ (92.00)			\$ (3,645.00)	
Comm Stipends Aug 15, 2016		\$ (350.00)										
JB Inv#69 Aug 16 staff Svcs				\$ (40.58)			\$ (28.78)	\$ (67.62)		\$ (2,000.00)	\$ (2,245.00)	
JB Invoice 2016-0074 Sept Svcs				\$ (39.59)		\$ (19.50)	\$ (21.69)	\$ (93.13)		\$ (2,657.50)	\$ (2,000.00)	
JB Invoice 2016-0080 Oct 16				\$ (40.55)					\$ (3,975.00)	\$ (1,125.00)	\$ (1,950.00)	
Comm Stipend Sept 19,2016		\$ (300.00)										

TOTAL EXPENDED	\$ (4,000.00)	\$ (3,618.40)	\$ (161.69)	\$ (840.00)	\$ (19.50)	\$ (72.36)	\$ (252.75)	\$ (3,975.00)	\$ (5,782.50)	\$ (9,840.00)	\$ (32,660.00)	\$ 3,600.00
TOTAL REMAINING	\$ 5,600.00	\$ 5.20	\$ 638.31	\$ -	\$ 330.50	\$ 427.64	\$ 1,247.25	\$ 16,025.00	\$ 13,217.50	\$ 32,660.00	\$ 32,660.00	\$ 3,600.00

[illegible]

CALAVERAS LAFCO

November 21, 2016

Mr. Peter Maurer, Planning Director
c/o Calaveras County Planning Department
891 Mountain Ranch Road
San Andreas, CA 95249

Re: General Plan Comments: Safety and Community Planning Elements

Dear Mr. Maurer:

The LAFCo Commission is writing you regarding the Draft Calaveras County General Plan Safety and Community Planning Elements. It is our understanding these two elements have been approved by the Planning Commission and are now being recommended to the Board of Supervisors.

As stated in our review of the previous elements of the County General Plan the Commission has reviewed contain several “encourages” and “shalls” as well as several phrases such as “shall encourage”, “shall require”, “shall maintain”, “shall prevent”, “shall actively support”, “shall continue”, “shall coordinate”, “should be considered”, “should contain”. The Board of Supervisors needs to be aware of these phrases to ensure interpretation of the general plan policies is what the Board actually intends. The Board should be aware of any unintended consequences to the extent possible that could result from ambiguity resulting from the use of such phrases.

With the number of elements being adopted we remain concerned about how the County would maintain internal consistency. For Example, when we reviewed the Conservation/Open Space Element we found that normally a Conservation/Open Space Element would address agricultural lands, forestry, water and watershed resources, scenic resources, etc. Dividing these items into different elements could make it difficult in achieving internal consistency.

Safety Element

As stated in the draft “The Safety Element is intended to reduce the risks associated with these hazards and help the County prepare for and avoid emergency situations” This element provides an overview, Flood Hazards, Dam Failure Inundation, Fire hazards, Geotechnical hazards, Hazardous Materials and Emergency Evacuation.

With respect to this element, we have the following comments:

Page S3 on the first line we suggest including the words “Dam Failure” be mentioned on the first line and the words “of both” be removed and replaced with the word “thereof”. The sentence should read: In Calaveras County, flooding may occur from heavy rainfall on saturated soils, rapid snowmelt, *dam failure*, or a combination *thereof*.

Page S3 Middle of the page delete the words "As this plan is being prepared" and begin the following sentence as follows; "The County is currently working to update....."

Page S3 The two paragraphs regarding the Central Valley Flood Protection Plan (CVFPP) should be deleted from the document.

Page S3 Under Dam Inundation delete the words "per FEMA areas with" and the next sentence to read: "The greatest threat from dam inundation are to lands identified by FEMA located downstream of New Hogan, New Melones, Pardee, Camanche, and Tulloch"

Page S4 First paragraph regarding threats from seiche. If this were relevant, than a discussion of threats from asteroids would also be.

Page S4 under second bullet "As described above and verified in the National Levee Database <http://nit.usage.army.mil/>"

Page S4 last bullet eliminate: Central Valley Flood Protection Board (CVFPB) Designated floodway maps (no such floodways are designated in Calaveras County)

Page S4 Eliminate "(aka "urban") under Fire Hazards

Page S5 Eliminate first paragraph beginning with Wildland Fires.

Page S6 Under Geotechnical Hazards under seismic delete the second sentence "The County is not in, adjacent to, or crossed by an Alquist Priolo Earthquake Fault Zone"

Page S6 same paragraph, eliminate the last sentence beginning with the words "Indirectly, a flood...County" and the entire following paragraph beginning with the words "Liquefaction generally occurshazards."

Page S6 under Soil Related hazards change the words "a lack of" to "no" and eliminate the sentence "(e.g. soil types conducive to subsidence, high surface pressure due to loading from high rise buildings, high water table and large scale groundwater or oil extraction)"

Also eliminate the last sentence "Should large scale groundwater or other extractions begin to occur in the County, the potential risks from subsidence should be re-evaluated."

Page S7 Second paragraph eliminate: "Use of rock products containing asbestos fibers may expose humans so the California" and Eliminate the last sentence in the paragraph "Special care should be taken.....exposure of asbestos fibers"

Page S8 under Emergency Evacuation: First paragraph second sentence eliminate: "Evacuation of residents and access by emergency vehicles can be challenging in the event of an emergency. With the exception of identified" leave in the following: "Evacuation routes have been identified for Arnold and the Meadowmont subdivision." Eliminate "prepared under" and replace with the words "By Community Wildfire Protection Plans and a route along Ponderosa Way is proposed."

Page S8 Delete the last paragraph continuing on to the top of page S9.

Page S9 delete the words "previously mentioned"

Under Goals and Policies Section:

Policy S 1.5 We do not understand this sentence. Please clarify. The words “new development” are mentioned twice in the same sentence.

Policy S 1.9 The first part of this policy should be changed and the last part of the policy should remain to say: “Minimize risks associated with natural and man-made hazards”

Policy S1.11 reword as follows: “Adopt by reference, the 2015 Local Hazard Mitigation Plan, or any update thereto”

Goal S-2 delete the last words “including flooding caused by seiches and dam failure” change flood to flooding.

Policy S 2.1 reword as follows: “Apply consistent development standards for new development in identified flood hazard zones to reduce adverse impacts to flooding”

Policy S 2.3 reword as follows: “Ensure that post development drainage does not exceed the capacity of downstream drainage facilities”

Policy S 2.4 reword as follows: “Within the Dam Failure Inundation Zone prohibit high-occupancy structures or land divisions.”

Policy S 3.1 eliminate the words “...and as necessary to reduce potentially significant adverse impacts related to structural (urban) and wildland fires.”

Policy S 3.3 eliminate the words “require new development” and “those impacts” Policy should read: “Review new development proposals in coordination with CalFire and individual fire agencies to ensure that impacts to fire protection agencies are identified and, where necessary mitigate consistent with state law.”

Policy S 3.4 reword as follows “All new development shall meet applicable standards for emergency access”

Policy S 3.6 change as follows: “Support fire district impact fees to adequately fund minimum levels of service to meet fire protection needs.”

Policy S 3.7 delete the words “fire-safe”

Policy S 3.8 delete “and when developing wildfire prevention, protection and recovery plans”

Policy S 3.9 Delete Policy

Policy S 3.10 delete the words “to the extent that such actions may fall within the County’s legislative authority”

Policy S 4.3 Doesn’t Policy 4.1 already include this?

Policy S 4.4 delete the following in this policy “unless they can meet design standards eliminating or minimizing risks associated with geological hazards to a level of less than significant”

Policy S 5.1 delete the words “to people, property, existing and planned land uses in the vicinity of the proposed use.”

Implementation Program

Measure S-1A Add the word “Public Utilities” after the words Public Works and after the word applicable add the words “is incorporated in”

Measure S-1B eliminate the words “necessary to provide service to a new development”

Measure S-1C reword as follows: Identify evacuation routes included in adopted emergency response plans on the county GIS or equivalent, to assist planners in evaluating new development’s impact on adopted emergency evacuation plans.

Measure S-1F The Calaveras County Water District published a report in the 1990’s on this subject. An update would appear reasonable. There is no need for an implementation measure with the exception of an update to that report.

Measure S-1H eliminate the words “ flood hazard prevention information”

Measure S-2A Continue to maintain and enforce a Flood Damage Prevention Ordinance consistent with state law. Eliminate the remaining language beginning with “ The Flood Damage Prevention Ordinance....”

Measure S-2C Add the word “Storm” Project Specific “Storm” Run-off Management Standards. Reword measure as follows: “Update existing development standards to address cumulative direct and indirect impacts of storm water runoff.”

Measure S 2D reword as follows: “ Pursue funding to prepare a Storm Water Management Strategy to evaluate run-off on a regional scale that cannot readily and economically be addressed by individual development projects.”

Measure S-2D under this measure delete the words “if funded” and “including the Department of Water Resources, to the extent feasible. The Plan (s) should” and capitalize the word “Evaluate” to begin a new sentence.

Measure S-2F delete the words “in the event of a dam failure” at the end of the measure.

Measure S-2G The measure should read, “Identify substandard road culverts and develop a program to replace them”

Measure S-3B delete the last sentence of this measure beginning with “Continue to update..... construction”

Measure S-3E place a period after the word “achieved” and delete the words “through application of the other measures to achieve the same or improved level of protection”

Measure S-3H delete the last sentence beginning with the word "Support"

Measure S-3K delete the words "affecting Calaveras County"

Measure 3-3M delete the words "in connection with new development" and end the last sentence with reduction. Delete the words "in areas conserved for biological resources to mitigate impacts of development"

Measure S-3O This policy appears vague and costly to implement. Does the Planning and Building Departments have the time to do this and shouldn't this rest with the fire agencies?

Measure S-3P This policy is wordy and should end after the words www.firewise.org.

Measure S-3Q should read as follows: "Evaluate the fire safety and preparedness of buildings and properties receiving local, state, or federal funds administered by Calaveras County to rehabilitate existing housing stock for affordable housing. Address rehabilitation activities to bring existing buildings up to current fire safety standards to the maximum extent feasible. "

Measure S-3S There should be a period after the words "Wildfire Protection Plan" and a new sentence as follows: " Incorporate evacuation plans and emergency response plans to address emergency response for high-occupancy recreation areas"

Measure S-3T Omit Measure. The planning department does not have the capacity to implement such a measure.

Measure S-3U Does this need to be stated in the General Plan? Please Omit

Measure S-3V Omit and include this and along with measures 3U and 3T place into a "Fire Safe Plans"

Measure S-3W delete the last part of this measure beginning with "If a Battalion Evaluation Plan.... " Comment: This and the above implementation measures are normally included in a "Fire Safe Plans"

Measure S-4B delete the words "may be" in the last line of this measure.

Measure S-5B poor syntax: replace "remediation" with "remediate".

Measure S-5F eliminate the words "if necessary"

Community Development Element

Comment: There is a concern that the Community Plan Documents are not (will not) be consistent with the new General Plan, once adopted. As stated, the older outdated Community Plans will be rescinded upon adoption of the updated General Plan and new (revised) Community Plans will be added upon their completion. As part of the Community

Plan updates, LAFCo requests the county review the most current Service Reviews and Sphere updates for inclusion into the service elements of these updates.

Please involve LAFCo in the CEQA process for the County's General Plan update. Please provide LAFCo with all the CEQA required notices so LAFCo could use the County's adopted Environmental Document (EIR) and Statement of Overriding Considerations as a responsible agency.

On behalf of the Local Agency Formation Commission we thank you for the opportunity to provide these preliminary comments on the draft. If LAFCo can provide further advice or assistance on any of these points, please do not hesitate to contact John Benoit, LAFCo Executive Officer at (209) 754-6511 or by email at johnbenoit@surewest.net.

Sincerely,

Amanda Folendorf
Chair, Calaveras LAFCo

CALAVERAS LAFCO

2017 Commission Regular Meeting Schedule

6:00 p.m.

**Board of Supervisors Chambers, Government Center
891 Mountain Ranch Road
San Andreas, California**

January 23rd

(Jan 16th is Martin Luther King Day)

February 27th

(Feb 20th is Presidents Day)

March 20th

April 17th

May 15th

June 19th

July 17th

August 21st

September 18th

October 16th

November 20th

December 18th

Regular meetings of the Commission are normally scheduled for the third Monday of every month at 6:00 p.m. in the Board of Supervisors' Chambers, 891 Mountain Ranch Road, San Andreas, California. In the event of a scheduled holiday, the regular meeting shall be held at the same time and place the following Monday. The Commission may, at its own discretion, meet at a different time or place from time to time, provided that public notice of such time and place is given in accordance with the Open Meeting Law, Government Code Section 54954 and applicable provisions of the LAFCO Act.

A Special Meeting may be called for the conduct of Commission business by the Chair, or by written request signed by any three Commissioners. A special meeting shall be conducted pursuant to the Brown Act.

In the event the regular meeting location is not available, an alternate location shall be selected by the Executive Officer and identified on the agenda.