

SAN BENITO LOCAL AGENCY FORMATION COMMISSION

REGULAR MEETING AGENDA

Thursday, March 11, 2021 – 6:00 P.M.

Board of Supervisors Chambers
481 Fourth Street, Hollister CA

Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, members of the Commission are allowed to attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.

THIS MEETING WILL BE CLOSED TO THE PUBLIC and can be accessed by the public in the following methods: Through Zoom (<https://zoom.us/join>) per the instruction stated below, and other methods as described further below with the following ID and Password:

Webinar ID: 930 5833 4058
Webinar Password: 278601

Participating by Zoom:

Three ways to attend Zoom meetings: on a web browser, through the Zoom App, or over the phone. Each webinar will have a webinar ID and password, which is a unique number associated with an instant or scheduled meeting (found at the top of this text). The chat feature is disabled for all participants. Additionally, the video function is not available to the public.

Zoom on Web-browser:

- a. If joining through web-browser, launch the address <https://zoom.us/join> or open the direct link listed below: <https://zoom.us> or launch the Zoom app on your Tablet or Smartphone.
- b. Select "JOIN A MEETING"
- c. The participant will be prompted to enter Webinar ID and Password listed above and name to join the meeting. The meeting agenda can be found at <https://www.cosb.us/>
- d. The participant can launch audio through their computer or set it up through the phone.
- e. Public Comment: Select the "Participants Tab" and click "Raise hand" icon, and the Zoom facilitator will unmute you when your turn arrives.

Zoom Audio Only (phone):

- a. If you are calling in as audio-only, please dial US: +1 669 900 6833 or +1 408 638 0968
- b. It will ask you to enter the Webinar ID listed above, followed by the "#" key (pound key), then enter Webinar Password listed above at the top page of the agenda. The meeting agenda can be found at <https://www.cosb.us/>
- c. It will then ask for a Participant ID, press the "#" key (pound key) to continue.
- d. Once you enter the Zoom meeting, you will automatically be placed on mute.

- e. Public Comment: If you are using a phone, please press “*9” (star-nine) to raise your hand, and the Zoom facilitator will unmute you when your turn arrives.

Written Comments & Email Public Comment

Members of the public may submit comments via email by 5:00 PM on the Wednesday prior to the meeting to the LAFCO Clerk at Jfrechette@cosb.us.

Public Comment Guidelines

- a. The Commission welcomes your comments.
- b. If participating on Zoom, once you are selected you will hear that you have been unmuted: At this time, please state your first name, last name, and county you reside in for the record.
- c. Each individual speaker will be limited to a presentation total of three (3) minutes, or such other time as may be designed by the Chair.
- d. Please keep your comments, brief, to the point, and do not repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.

If you have any questions, please contact the LAFCO Clerk at (831) 636-4000, Ext. 13 or email JFrechette@cosb.us

- 1. Call to Order and Roll Call
- 2. Recitation of the Pledge of Allegiance
- 3. Approve Affidavit of Posting Agenda
- 4. Public Comment Period - This is an opportunity for members of the public to speak on items that are not on the agenda

CONSENT AGENDA

- 5. Approval of minutes: January 14, 2021

BUSINESS ITEMS – NON-HEARING ITEMS

- 6. Consideration of Exemption from LAFCO Review Under Government Code Section 56133(e)(4) for continuation of sewer service from the City of Hollister to a “HEAP” grant-funded homeless housing project consisting of 5 prefabricated small residences located at the County Migrant Farm Labor Housing project site at 3235 Southside Road (Assessor’s Parcel Number 020-300-030). The project is proposed by the San Benito County Health & Human Services Agency.
- 7. First amendment to the Contract for Executive Officer Services adding a cost-of-living adjustment provision.
- 8. Discussion of upcoming Budget Process and Work Program for Fiscal Year 2021-22.
- 9. Commission direction on whether to initiate a Sphere of Influence Amendment for the City of Hollister in the Southside Road Area (12-month review requested at the February 19, 2020 Commission Meeting).

INFORMATIONAL

- 10. Commissioner Announcements and Requests for Future Agenda Items

11. Executive Officer oral status report on pending proposals.

12. Adjourn to next regular meeting on April 8, 2021, unless meeting is cancelled by the Chair.

Disclosure of Campaign Contributions – LAFCO Commissioners are disqualified and are not able to participate in proceedings involving an “entitlement for use” if, within the 12 months preceding the LAFCO decision, the Commissioner received more than \$250 in campaign contributions from the applicant, an agent of the applicant or an financially interested person who actively supports or opposes the LAFCO decision on this matter.

Those who have made such contributions are required to disclose that fact for the official record of the proceedings. Disclosures must include the amount of the contribution and the recipient Commissioner and may be made either in writing to the Executive Officer of the Commission prior to the hearing or by an oral declaration at the time of the hearing.

The foregoing requirements are set forth in the Political Reform Act of 1974, specifically in Government Code section 84308.

Disability Accommodations - Persons with a disability who require any disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the meeting are asked to contact the LAFCO Clerk’s Office at least three (3) days prior to the meeting by telephone at 831/636-4000, Ext. 13 or by email at Jfrechette@cosb.us.

*LOCAL AGENCY FORMATION COMMISSION
2301 Technology Parkway
Hollister, CA 95023*



CERTIFICATE OF POSTING

Pursuant to Government Code § 59454.2(a) I, Jennifer Frechette, Clerk of the Board of Supervisors, certify that the REGULAR MEETING AGENDA for the

SAN BENITO COUNTY LOCAL AGENCY FORMATION COMMISSION

Scheduled for March 11, 2021 was posted at the San Benito County Planning Department, 2301 Technology Parkway, Hollister, CA and at the San Benito County Administration Office, 481 Fourth Street, Hollister, CA on this 5th Day of March, 2021.

All locations freely accessible to the general public.

p.p. deputy clerk: 
Jennifer Frechette
Clerk of the Board of Supervisors

CONSENT AGENDA

5. Approval of minutes: January 14, 2021 meeting.



SAN BENITO LOCAL AGENCY FORMATION COMMISSION MINUTES OF MEETING

January 14, 2021
Board of Supervisors Chambers - Hollister, CA

CALL TO ORDER

1. Chair Mark Medina called the meeting to order at 6:00 p.m. Those present were Executive Officer Bill Nicholson and Commissioners: Cesar Flores, Mark Medina, Richard Bettencourt, Bob Tiffany, and Ignacio Velazquez. Also present were Reed Gallogly, LAFCO Counsel, and Jennifer Frechette, Recording Secretary.
2. Commissioner Tiffany led the Pledge of Allegiance.
3. **APPROVE AFFIDAVIT OF POSTING AGENDA**

Commissioner Bettencourt made a motion to accept the Affidavit of Posting, Commissioner Tiffany seconded.

Ayes: Medina, Flores, Bettencourt, Tiffany, and Velazquez
Noes: None
Abstain: None
Absent: None

PUBLIC COMMENT

4. **Public Comment Period:** There was no one from the public who wished to speak.

SELECTION OF OFFICERS

5. **Open nominations and conduct election for Chair calendar of 2021:**

Commissioner Tiffany nominated Commissioner Medina as Chair, and Commissioner Bettencourt seconded. Commissioner Medina was nominated as Chair for 2021 with a 4/1 vote.

Commissioner Tiffany made a motion to approve Commissioner Medina as Chair, Commissioner Bettencourt seconded.

Ayes: Medina, Flores, Bettencourt, Tiffany
Noes: Velazquez
Abstain: None
Absent: None

6. Open nominations and conduct election for Vice-Chair year 2021:

Commissioner Medina nominated Commissioner Bettencourt as Vice-Chair, and Commissioner Tiffany seconded. Commissioner Bettencourt is Vice-Chair for 2021 with a 5-0 vote.

Commissioner Medina made a motion to approve Commissioner Bettencourt as Vice-Chair, Commissioner Tiffany seconded.

Ayes: Medina, Flores, Bettencourt, Tiffany, Velazquez
Noes: None
Abstain: None
Absent: None

CONSENT AGENDA

7. Approval of minutes: August 13, 2020

Commissioner Flores made a motion to approve the minutes of August 13, 2020, Commissioner Bettencourt seconded.

Ayes: Medina, Flores, Bettencourt, Tiffany, Velazquez
Noes: None
Abstain: None
Absent: None

BUSINESS ITEMS- HEARING ITEMS

- 8. LAFCO 536 – Bravo Annexation to the Aromas Water District:**
Involving the annexation of approximately 18.35 acres located on the west side of Cole Road and approximately 1,200 feet north of Ricardo Drive into the Aromas Water District. The purpose of the request is to receive district water for the existing residence at 530 Cole Road (Assessor's Parcel Number 011-260-005). The actions requested are to

determine the annexation is exempt from environmental review under sections 15303(d) and 15319 of the CEQA Guidelines and to consider approval of the annexation.

Executive Officer Bill Nicholson provided background information on the Aromas Water District. This is the 3rd annexation in the eastern side of the district. Due to bad water quality the owner would like to connect to the line that lays in front of the property. This item is exempt from environmental review.

Commissioner Bettencourt went to the property and spoke to the owner Mr. Bravo. The water testing is bad and sees no problem.

There was no one who wished to make a public comment.

Commissioner Bettencourt made a motion to approve the Bravo Annexation to the Aromas Water District, seconded by Commissioner Tiffany.

Ayes: Medina, Bettencourt, Flores, Tiffany, Velazquez

Noes: None

Abstain: None

Absent: None

BUSINESS ITEMS- NON-HEARING ITEMS

9. **California Association of Local Agency Formation Commissions (CALAFCO) Special Bulletin Flyers – To receive the recently prepared Bulletins about the importance of supporting each LAFCOs visibility and viability in the fallout from the COVID-19 Pandemic. CALAFCO created three flyers which promote our purpose and values: one for each Commission, one for our cities and special districts and one for the State Legislature. The action requested is to receive the Bulletin and authorize the Executive Officer to mail out the City and Special District version to agencies within San Benito County under the Chair’s signature.**

Executive Officer Bill Nicholson provided background information on hardships caused from COVID-19. Custom flyers provided by the State of all 58 County’s was provided to San Benito County. It promotes different

agencies to allow for more efficiency, struggling districts. The message is that LAFCO is here to help with the rebuilding of the economy and to help districts that are small.

Commissioner Bettencourt would like to know how San Benito County LAFCO can help these districts.

Mr. Nicholson responded that the local LAFCO would help struggling districts such as Tres Pinos by investigating shared facilities or potential consolidation of districts.

There was a discussion between the Commissioners on the best benefit for Hollister and surrounding areas by LAFCO.

Commissioner Bettencourt would like to know where the money would come from.

Mr. Nicholson responded from low income grants and other opportunities identified by bringing partners together as LAFCO would be more engaged.

Commissioner Tiffany made a motion to approve special bulletin flyers, seconded by Commissioner Bettencourt

Ayes: *Medina, Bettencourt, Flores, Tiffany, Velazquez*
Noes: *None*
Abstain: *None*
Absent: *None*

10. First amendment to the Contract for Executive Officer Services adding a cost of living increase (Continued from the May 14, 2020 Commission meeting).

Executive Officer Bill Nicholson provided background information and stated that in the last five years he has had a flat rate. This item was brought up in the last budget, but with COVID-19 the Commission decided to hold off and bring it back at the January 2021 Meeting. This item is to consider whether to bring an amendment back at a future meeting.

Commissioner Medina would like to bring this item back at the next meeting to discuss.

Commissioner Bettencourt feels that Mr. Nicholson deserves a raise and should bring up during the budget hearing.

Commissioner Flores agrees with Commissioner Bettencourt.

Commissioner Velaquez would like this item brought back at the next meeting to discuss.

Commissioner Tiffany would like this item brought back at the next meeting to discuss.

Commissioner Medina said that Mr. Nicholson has been waiting for years for an increase and the County recently granted an annual increase.

Commissioner Velazquez responded the City is still in negotiations.

This item will be brought back at the next meeting for decision.

INFORMATIONAL

11. Commissioner Announcements and Requests for Future Agenda Items

There were no announcements.

12. Executive Officer oral status report on pending proposals, including a summary of City General Plan and Sphere of Influence update efforts in both Hollister and San Juan Bautista.

Executive Officer Bill Nicholson welcomed new Supervisor's Gonzales and Tiffany. Stated applications are low. The City of Hollister is involving LAFCO with the updating the general plan. San Juan Bautista is updating the general plan, sphere of influence and urban growth boundary. There are no items to discuss as of now.

ADJOURNMENT

13. Upon a motion by Commissioner Flores, and seconded by Commissioner Tiffany, adjourned meeting at 6:37 p.m.

Final Minutes Approved by the Commission
on _____

By: _____
Mark Medina, Chairman

BUSINESS ITEMS- NON-HEARING ITEMS

- 6. Consideration of Exemption from LAFCO Review Under Government Code Section 56133(e)(4) for continuation of sewer service from the City of Hollister to a “HEAP” grant-funded homeless housing project consisting of 5 prefabricated small residences located at the County Migrant Farm Labor Housing project site at 3235 Southside Road (Assessor’s Parcel Number 020-300-030). The project is proposed by the San Benito County Health & Human Services Agency.**
- 7. First amendment to the Contract for Executive Officer Services adding a cost-of-living adjustment provision.**
- 8. Discussion of upcoming Budget Process and Work Program for Fiscal Year 2021-22.**
- 9. Commission direction on whether to initiate a Sphere of Influence Amendment for the City of Hollister in the Southside Road Area (12-month review requested at the February 19, 2020 Commission Meeting).**



LOCAL AGENCY FORMATION COMMISSION

SAN BENITO COUNTY

2301 Technology Parkway

Hollister, CA 95023

Phone: (831) 637-5313 Fax: (805) 647-7647

March 11, 2021 (Agenda)

Local Agency Formation Commission
2301 Technology Parkway
Hollister, CA 95203

**Consideration of Exemption from Government Code 56133(e)(4) for the
continuation of sewer service from the City of Hollister to a “HEAP”
grant-funded homeless transitional housing project
(Agenda Item 6)**

Dear Members of the Commission:

RECOMMENDATION

Direct the Commission Chair to sign a letter to the City of Hollister and the San Benito County Health & Human Services Agency verifying that their use of existing sewer connections for the proposed “HEAP” homeless transitional housing project at 3235 Southside Road is exempt from LAFCO approval under Government Code section 56133(e)(4).

DISCUSSION

Government Code section 56133(a) requires a LAFCO Commission’s review and approval of service extensions by a city or special district to property located outside their city or district boundary. Under this section of the Government Code, there are specific criteria for granting approval along with several exemptions from LAFCO review and approval.

Damon Felice, Capital Program Manager, with the San Benito County Resource Management Agency, has requestd LAFCO provide a letter confirming that the proposed homeless transitional housing project, consisting of five micro-units to be located on the site of the County migrant farmworker housing complex off of Southside Road, is exempt from LAFCO approval for an out of agency boundary sewer connection from the City of Hollister. Specifically, the request is for the Commission to determine that the project complies with the exemption from LAFCO review and approval under Government Code section 56133(e)(4): "An extended service that a city or district was providing before January 1, 2001."

To support this exemption, Mr. Felice conducted research with County and City of Hollister historic billing records to identify any reduction in sewer service in recent years which would be available to serve the new project. However, beyond the four dwelling units removed in 2016, that were previously accounted for by the LAFCO Commission to allow sewer and water service to the migrant farm labor “container conversion” project in July 2020, Mr. Felice could not identify any other reduction in sewer service from the migrant camp facility.

Commissioners: Mark Medina, Chair ♦ Richard Bettencourt, Vice Chair ♦ Ignacio Velazquez ♦ Cesar Flores ♦ Bob Tiffany

Alternate Commissioners: Ronan Rezendiz ♦ Elia Salinas ♦ Bea Gonzalez **Executive Officer:** Bill Nicholson

Executive Officer's Report

Exemption from GC Section 56133 for the "HEAP" Homeless Housing Project

March 11, 2021

Page 2

Therefore, in order to qualify the sewer connection for the "HEAP" project as a service that existed as of January 1, 2001, Mr. Felice has negotiated an agreement with the County as memorialized in the attached correspondence from Enrique Arreola, Deputy Director of the County Health & Human Services Agency which operates the migrant center and will administer the grant funds for this project. In this correspondence, Mr. Arreola agrees to transfer sewer capacity from five vacant spaces in the recreational vehicle (RV) parking area to the five proposed grant funded homeless transitional units so there is no increase in sewer service to the project site. These RV spaces were historically connected to City sewer service, and the correspondence from Mr. Arreola verifies a similar consumption rate for the proposed dwellings as to the historic level used by the larger RV units. In addition, these RV spaces are in close proximity to the proposed new homeless housing project which will be located adjacent to the north.

While there is no detailed information on the level of consumption for sewer service for the previous RV units, Staff is comfortable that the historic level of service would be approximately the same as required for the small micro-units proposed in the "HEAP" homeless housing project consisting of two 400 square foot units, two 600 square foot units and one 800 square foot unit. Mr. Arreola's letter provides information regarding the typical size and characteristics of an RV unit at the migrant housing center for comparative purposes.

In conclusion, LAFCo Staff supports the determination that the City of Hollister provided sewer service to the migrant farm labor facility at 3235 Southside Road prior to January 1, 2001, and the new request does not represent an increase from historic service levels.

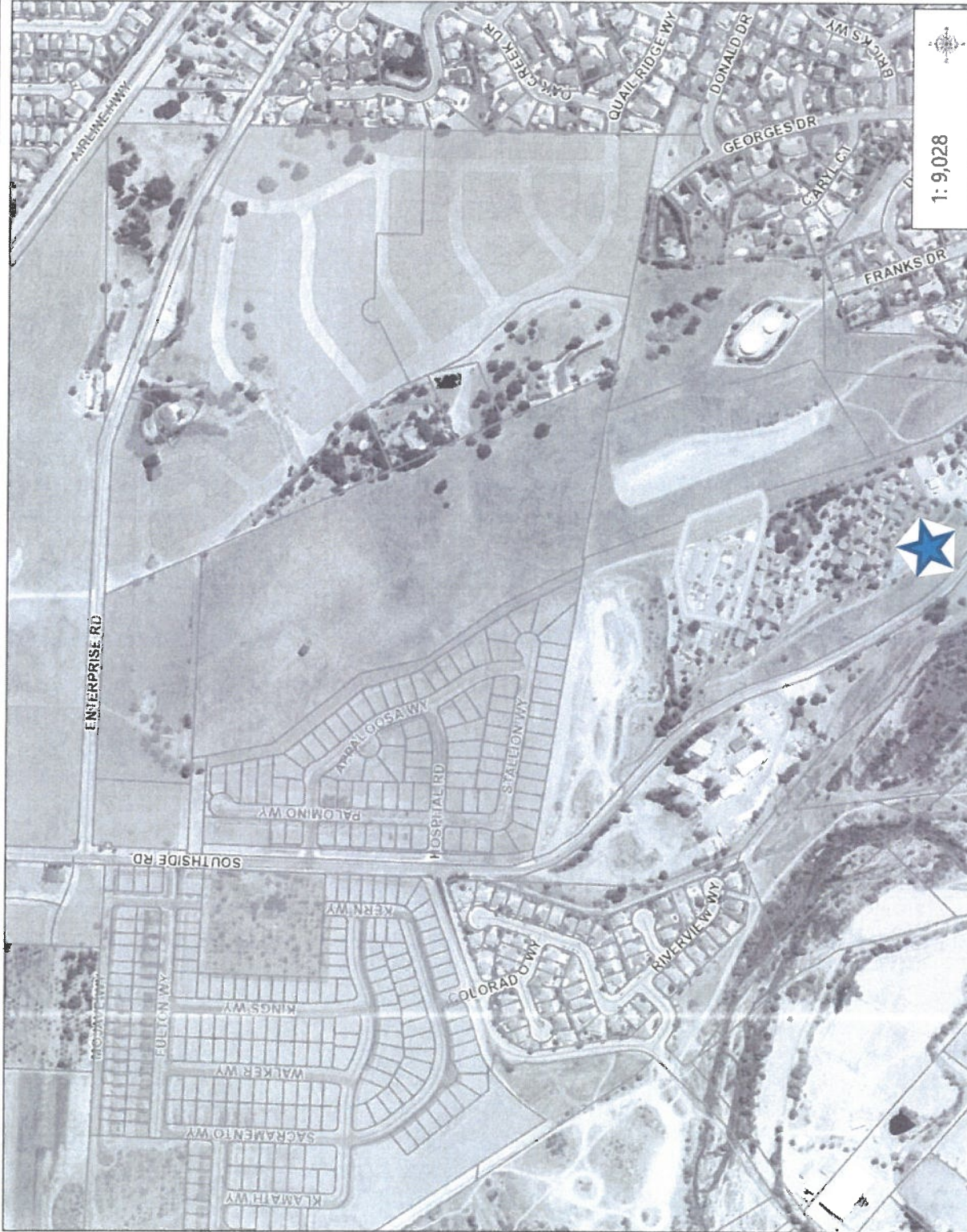
Sincerely,



Bill Nicholson

Executive Officer

Attachments: Site and project maps, Correspondence from Enrique Arreola, San Benito County Health & Human Services Agency, and Draft Exemption Letter



1,504.7

752.33

1,504.7 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere
©County of San Benito, GIS Services

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

1: 9,028



Legend

SBC Parcels

California County Boundaries

<all other values>

San Benito

City Limit



**HEAP Homeless
Transitional Housing**

Notes



Legend





HEAP PROJECT

NINE (9) RV HOOK
UP SPOTS

Google Earth

500 ft

LEGEND

	SITE DEVELOPMENT AREA +/- 0.9 ACRES
	2 - BEDROOM UNITS 400 S.F. EACH
	4 - BEDROOM UNITS 600 S.F. EACH
	6 - BEDROOM UNITS 600 S.F. EACH



1 SITE PLAN

SCALE: 1"=40'





SAN BENITO COUNTY

TRACEY BELTON
DIRECTOR

Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

1111 SAN FELIPE ROAD, SUITE 107 • HOLLISTER, CA 95023

(831) 637-9293 • FAX (831) 637-0996

March 1, 2021

Bill Nicholson
Executive Officer
San Benito LAFCO
2301 Technology Parkway
Hollister, CA 95023

Mr. Nicholson:

As part of the phase one of the HEAP / Homeless Transitional Housing project at the existing migrant farm camp on Southside Rd., we are intending to build all the necessary infrastructure and five (5) new micro small homes. The micro small homes will consist of two (2) 400 square foot units, two (2) 600 square foot units and one (1) ADA compliant 800 square foot unit.

As part of this project, we will need to tie into the existing onsite city sewer and the existing Sunnyslope water. The county has a total of nine (9) existing RV full hook-up sites on the southern end of the property and the county commits to not use five of those spots in exchange to be able to hook up both sewer and water to the HEAP project.

The county currently has a total of five (5) emergency RVs onsite. There are four (4) units that are roughly 220SF, each has one bed, a kitchenette and one restroom, which includes a shower/bath and one toilet. The fifth unit is roughly 400SF, which includes three (3) beds, a kitchenette and one restroom, which includes a shower/bath and one toilet. These units were only used for COVID emergencies and will be taken offline to meet the needs of the HEAP project.

Therefore, the County is seeking concurrence from LAFCO that the transfer of sewer capacity from one portion of the migrant farm labor camp to another is exempt from LAFCO review under Government Code section 56133. Please let me know if you have any questions about the project or the proposed public service connections.

Sincerely,

A handwritten signature in blue ink, appearing to read "Enrique Arreola".

Enrique Arreola
Deputy Director
San Benito County HHSA/CSWD



COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

SERVING SAN BENITO COUNTY SINCE 1978

The County CSWD is an equal opportunity employer/program



The County of San Benito complies with the Americans with Disabilities Act (ADA) by assuring that auxiliary aids for services are available upon request to persons with disabilities. Persons with hearing disabilities can call the TDD/TTY phone (831) 637-3265. Persons requiring any special needs for access to should call the CSWD office at 831-637-9293 at least five business days before the needed date to arrange for the special accommodations.

LOCAL AGENCY FORMATION COMMISSION
SAN BENITO COUNTY

2301 Technology Parkway
Hollister, CA 95023
Phone: (831) 637-5313 Fax: (805) 647-7647

DRAFT

March 11, 2021

Damon Felice
Capital Projects Manager
San Benito County Resource Management Agency
2301 Technology Parkway
Hollister, CA 95023

RE: Exemption from LAFCO Review Under Government Code 56133(e)(4) for the San Benito County "HEAP" Homeless Transitional Housing Project located at 3235 Southside Road

Dear Mr. Felice:

The Commission reviewed the County's request for San Benito LAFCO review of the proposed sewer extension to five small homeless transitional housing units to be installed at the County Migrant Farmworker Housing Center at 3235 Southside Road. At the March 11, 2021, regular meeting, the Commission voted to find the service extension qualified as an exemption from Commission review under Government Code section 56133(e)(4): "An extended service that a city or district was providing before January 1, 2001."

This determination was based on the research you conducted in coordination with the City of Hollister and upon the agreement memorialized in correspondence from Enrique Arreola, Deputy Director of the San Benito County Health & Human Services Agency that agrees to transfer the sewer capacity from five vacant spaces in the adjacent recreational vehicle (RV) parking area to the five proposed grant funded homeless transitional units which will ensure there is no increase in sewer service to the project site as a result of this important homeless housing project.

This letter serves as notice that the LAFCO of San Benito County has determined the connections to the existing City of Hollister sewer system to the proposed "HEAP" homeless transitional housing project at 3235 Southside Road is exempt from the Commission's review and approval.

Sincerely,

Mark Medina
LAFCO Chair

cc: Brett Miller, City Manager, City of Hollister

Commissioners: Mark Medina, Chair ♦ Richard Bettencourt, Vice Chair ♦ Ignacio Velazquez ♦ Cesar Florez ♦ Bob Tiffany

Alternate Commissioners: Rolan Rezendiz ♦ Elia Salinas ♦ Bea Gonzales **Executive Officer:** Bill Nicholson

LOCAL AGENCY FORMATION COMMISSION
SAN BENITO COUNTY

2301 Technology Parkway
Hollister, CA 95023
Phone: (831) 637-5313

March 11, 2021 (Agenda)

Local Agency Formation Commission
2301 Technology Parkway
Hollister CA 95023

**First Amendment to Agreement with William Nicholson for
Executive Officer Services
(Agenda Item 7)**

Dear Members of the Commission:

RECOMMENDATION

Consider the First Amendment to Agreement for Providing Executive Officer Services.

DISCUSSION

The Commission previously considered amending the Agreement for Executive Officer Services for San Benito LAFCO to include an annual cost of living adjustment provision on February 19, 2020. The Commission was generally in favor, and a draft contract was prepared for action at the same time as the Final 2020-21 Budget Hearing. However, due to the economic uncertainty caused by the COVID-19 Pandemic, the Commission decided to continue consideration of this amendment until January 2021.

At the recent January 14, 2021 Commission meeting, there was discussion about further delaying consideration of the addendum due to economic concerns, however on a 3-2 vote, the Commission directed that consideration of approving the addendum be brought before the Commission at their next regularly scheduled meeting due to several considerations including the quality of work and experience of the Executive Officer, the lack of any pay increase during the previous four-plus years under his current contract, and a recent salary increase the County negotiated with their employee unions.

The attached First Amendment to the Agreement incorporates a modification to Section 4.A by adding the following sentence:

The rate provided for in this Section shall be automatically adjusted as follows: On July 1, 2021 and every July 1st thereafter during the term of this Agreement, the rate shall be adjusted for the change in the cost of living for the twelve (12) month period published for the month of April, as shown in the U.S. Department of Labor

by the Urban Consumers in the San Francisco-Oakland-Hayward area, however, that such adjustment shall never be lower than zero percent (0%).

A second modification involves the following revision to the first sentence in Exhibit A-1 of the Agreement:

LAFCO shall pay Consultant the amount of \$140 per hour for services provided pursuant to this agreement, ~~up to a maximum of \$50,400.00 per year, adjusted for~~ an annual cost of living adjustment, as specified in Section 4.A of this Agreement."

The reference to an annual maximum salary is not necessary in Exhibit A-1 as the number of hours authorized to be worked are identified annually in the fiscal year budget. If this amendment is approved the hourly rate will be adjusted consistent with the cost of living rate, in years where the rate increases.

Sincerely,

Reed Gallogly,
LAFCO Counsel

Attachments:

1. First Amendment to Agreement for Providing Executive Officer Services
2. Original Agreement to Provide Executive Officer and Other Staff Services, dated May 26, 2016

FIRST AMENDMENT TO AGREEMENT TO PROVIDE EXECUTIVE OFFICER
AND
OTHER LAFCO STAFF SERVICES
BETWEEN
SAN BENITO LAFCO
AND
WILLIAM NICHOLSON

This First Amendment to the Agreement for Providing Executive Officer and Other LAFCO Staff Services (hereafter "Agreement") is entered into by and between the San Benito Local Agency Formation Commission (hereafter "LAFCO" or "Commission") and William Nicholson (hereafter "Consultant").

RECITALS

WHEREAS, CONSULTANT and LAFCO entered into an Agreement for Providing Executive Officer and Other LAFCO Staff Services dated May 26, 2016 ("Agreement"); and

WHEREAS, CONSULTANT and LAFCO desire to enter into an Amendment to the Agreement to provide for a cost of living adjustment to the compensation rate.

AMENDMENT

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties hereby agree as follows:

1. Section 4.A. "Compensation and Reimbursement" is hereby amended to include the following sentences as follows:

"The rate provided for in this Section shall be automatically adjusted as follows: On July 1, 2021 and every July 1st thereafter during the term of this Agreement, the rate shall be adjusted for the change in the cost of living for the twelve (12) month period published for the month of May, as shown in the U.S. Department of Labor by the Urban Consumers in the San Francisco-Oakland-Hayward area, however, that such adjustment shall never be lower than zero percent (0%)."

2. Exhibit 1-A. "Compensation" is hereby amended by modifying the first sentence to read as follows:

" LAFCO shall pay Consultant the amount of \$140 per hour for services provided pursuant to this agreement, ~~up to a maximum of \$50,400.00 per year, adjusted for an annual~~


cost of living adjustment, as specified in Section 4.A of this Agreement."

3. Except as otherwise specifically set forth in this First Amendment, the remaining provisions of the Agreement for Providing Executive Officer and Other LAFCO Staff Services shall remain in full force and effect.
4. This First Amendment may be executed in counterpart originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

LOCAL AGENCY FORMATION COMMISSION

CONSULTANT

Mark Medina
Chair, San Benito LAFCO


William Nicholson
TIN 566-66-2460

Date: March 11, 2021

Date: March 4, 2021

APPROVED AS TO FORM
LAFCO LEGAL COUNSEL

By: _____

Date: _____

AGREEMENT TO PROVIDE EXECUTIVE OFFICER AND
OTHER LAFCO STAFF SERVICES

This Agreement for Providing Executive Officer and Other LAFCO Staff Services (hereafter "Agreement") is entered into by and between the San Benito Local Agency Formation Commission (hereafter "LAFCO" or "Commission") and William Nicholson (hereafter "Consultant").

The parties agree as follows:

1. LAFCO Authorization. LAFCO is a public agency that operates pursuant to the Cortese/Knox/Hertzberg Local Governmental Reorganization Act of 2000 (§56000 et seq. of the Government Code). Sections 56375 and 56384 provide that the Commission shall appoint an Executive Officer and may contract for professional and consulting services to carry out and effect the functions of the Commission.

2. Retention of Consultant as Executive Officer. LAFCO desires to retain Consultant as its Executive Officer until a successor is selected and assumes the duties of Executive Officer. Consultant has the necessary expertise to perform such services, is uniquely qualified and is willing to perform these services for LAFCO.

3. Services Provided. Consultant shall perform all Executive Officer duties as specified in the Cortese-Knox/Hertzberg Local Government Reorganization Act of 2000 ("ACT"), other applicable statutes and as directed by the Commission. Consultant shall specifically be responsible for preparing and filing requests for information, notices (other than Commission public meeting notices), and other documents required under the Act. Consultant shall also propose the annual budget and monitor accounts and expenditures during the fiscal year.

Commission shall provide support services including clerking meetings, preliminary processing applications received, and maintaining Commissioner records. Consultant shall provide information to members of the public regarding LAFCO statutes, policies and concepts of orderly governmental boundaries.

4. Compensation and Reimbursement

A. LAFCO shall pay Consultant the amount set forth in Exhibit A-1 for professional services pursuant to this agreement. Funding for this contract shall be included in the LAFCO budget as adopted by the Commission.

B. If there is a significant change in the workload, the Commission and Consultant may at any time renegotiate the compensation portion of this Agreement upon reasonable notice to the other party.

C. In addition to compensation under Paragraph 4.A., LAFCO shall reimburse Consultant costs incurred in performing Services as set forth in Exhibit A -2. Costs not included in Exhibit A shall not be reimbursed without the prior written consent of LAFCO. Expenses will be reimbursed only if incurred during the contract period.

D. Commission and Consultant recognize and agree that Consultant is based outside of San Benito County, and that much of San Benito County's LAFCO work can be conducted at a remote location. While LAFCO will maintain space for storage of files and as a temporary work location, a permanent dedicated office space is not included.

E. Consultant may invoice for direct work time, for time and direct expenses spent on San Benito County LAFCO business at workshops and conferences (as detailed in Exhibits A-1 and A-2), but not for travel time.

F. Consultant is responsible for operating within given appropriations. The process for reimbursement of expenses that exceed given appropriations shall involve review and approval by LAFCO.

5. Independent Contractor. The parties agree Consultant is operating as an Independent Contractor and is not entitled to benefits of a LAFCO or San Benito County employee, including, but not limited to vacation pay, holiday pay, overtime pay, health insurance, disability or retirement benefits.

6. Insurance Coverage. Throughout the term of this Agreement, Consultant shall at its sole cost and non-reimbursable expense, keep in full force and effect comprehensive general liability insurance including personal injury, property damage liability and automobile liability insurance. Such insurance shall be in the amount of One Million Dollars (\$1,000,000) combined single limit for injury to or death of one or more persons in an occurrence, and for damage to tangible property (including loss of use) in an occurrence.

7. Support by LAFCO. LAFCO agrees to furnish for the use of Consultant office space, telephone service and copy service at or in the vicinity of the LAFCO office during the term of this Agreement.

8. Conflicts of Interest. During the term of this Agreement, Consultant shall not perform any work under this contract that is considered detrimental to LAFCO's interests. Consultant shall take such measures as are deemed necessary in the performance of this contract to prevent actual conflicts of interest.

9. No assignment. Consultant shall not have the ability to assign its rights under this Agreement, or the power to delegate its duties, without the prior written consent of LAFCO.

10. Notices. All notices and other communications required or permitted hereunder to be effective shall be in writing and shall be deemed to have been duly given and received when delivered by hand, or if mailed, three (3) business days after deposit in the mail, with postage prepaid for registered or certified mail. Written notice to each party shall be addressed to:

San Benito LAFCO
c/o County Administrator
481 4th Street, 1st Floor
Hollister CA 95023-3840

William Nicholson
2894 Sunnyfield Drive
Merced, Ca. 95340

11. Non-exclusive Contract. Nothing in this agreement shall be construed to restrict Consultant's right to enter into other agreements and provide services for others, provided such agreements or services do not interfere with the timely performance of the Services Provided, create a conflict of interest or be deleterious to the interests of the Commission.

12. General Provisions. This agreement shall be governed and construed in accordance with the laws of the State of California. It is agreed and understood by LAFCO and Consultant that this Agreement has been arrived at through negotiations, and that within the meaning of Civil Code Section 1654 neither party is to be deemed to be the party which prepared this Agreement.

13. Term of the Agreement/Termination

A. LAFCO on April 7, 2016 decided to contract with Consultant and on May 26, 2016, authorized the Chair of the Commission to execute this agreement.

B. This agreement shall be effective on April 30, 2016, and shall remain in effect until the Commission appoints a subsequent Executive Officer and that individual has physically assumed the position, or until both parties approve a revised agreement.

C. This agreement may be continued in effect, with the Consultant acting in an advisory capacity to the newly appointed Executive Officer, for a period not to exceed two weeks, upon the approval of Consultant and the new Executive Officer.

D. This agreement may be terminated without cause by LAFCO or Consultant by giving thirty (30) days written notice to the other party, subject to payment by LAFCO of charges accumulated prior to effective date of such termination.

LOCAL AGENCY FORMATION COMMISSION

CONSULTANT

LOCAL AGENCY FORMATION COMMISSION

CONSULTANT



Chair, San Benito LAFCO



William Nicholson

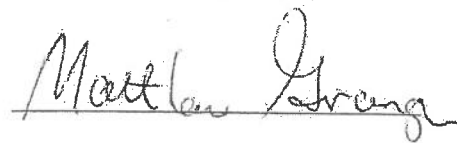
TIN 56666-2460

Date: April 25, 2016

Date: April 25, 2016

APPROVED AS TO FORM
LAFCO LEGAL COUNSEL

By:



SAN BENITO COUNTY
2016 MAY 26 P 1:30

March 11, 2021 (Agenda)

Local Agency Formation Commission
2301 Technology Parkway
Hollister CA 95023

**Discussion of Upcoming Budget Process and Work Program
for Fiscal Year 2021-22
(Agenda Item 8)**

Dear Members of the Commission:

RECOMMENDATION

No action is required by the Commission; this item is for a discussion of general direction of ideas for the upcoming budget process and work program.

DISCUSSION

We are heading into the time of year when we must begin the budget process for the 2021-22 Fiscal Year. The LAFCO law under Government Code section 56381(a) governs the preparation of the LAFCO budget with the following provisions:

The Commission shall adopt, annually, following noticed public hearings, a proposed budget by May 1 and a final budget by June 15.

At a minimum, the proposed and final budget shall be equal to the budget adopted for the previous fiscal year unless the commission finds that reduced staffing or program costs will nevertheless allow the commission to fulfill the purposes and programs of this chapter.

The commission shall transmit its proposed and final budgets to the board of supervisors, to each city, and to each independent special district.

Accordingly, it is anticipated that the proposed budget will be presented at the April 8 Commission meeting and the final budget will be presented at the May 13 meeting. For reference, the current fiscal year budget was adopted at a total of \$151,518.

The Commission is responsible for adopting its own budget to fulfill the purposes described in the Cortese/Knox/Hertzberg Local Government Reorganization Act of 2000.

While the proposed and final budget gets sent to other local agencies, the law does not require their approval. In San Benito County, after accounting for any application fee revenue, LAFCO operations are funded 50% by the County and 50% between the two cities based on their relative share of total revenue received by the two cities. (For reference, in 2017 Hollister received 93.0 % of total city revenue and San Juan Bautista received only 7.0%).

This item was placed on the March Commission agenda to give the Commission an opportunity to identify any special work program items that should be included in the upcoming year. These would typically include initiation of sphere of influence (SOI) studies or preparation of related Municipal Service Reviews (MSRs) for cities or special districts. (See the Footnote at the end of this Report for more detail on requirements in State Law for LAFCOs)

PENDING EFFORTS:

County Service Areas Municipal Service Review Update:

For the current fiscal year, the Commission included funds in the budget for the Executive Officer to assist County Resource Management Agency (RMA) staff and their consultants in an update of the Municipal Service Review for all the County Service Areas (CSAs). However, the original consultant to the County was released from service. With staff turnover, recent efforts by the County have been limited to a focus on improving operations and clarifying funding for individual CSAs. Recently there is renewed interest by the administration of the RMA in initiating a contract with a consultant to complete the earlier draft MSR and coordinate with LAFCO Staff for review.

San Juan Bautista Municipal Service Review and Sphere of Influence Update:

The Executive Officer has participated in multiple meetings over the past couple years regarding the 2015 San Juan Bautista General Plan update, and the pending need for a City sphere of influence and corresponding MSR update.

The San Juan Bautista City Council established a Committee to review the General Plan growth areas and identify recommendations for where the sphere of influence should be located and confirm the growth projections of the General Plan. Once this effort is completed, it is anticipated the City will formally submit an application for a sphere amendment and MSR update and possibly identify adequate funding for the preparation of the MSR update.

City of Hollister Municipal Service Review and Sphere of Influence Update:

As the Commission is aware, the City is actively engaged in a comprehensive General Plan update effort which will lead to a similar situation as San Juan Bautista - requiring

both a sphere of influence and MSR update. Item No. 9 on today's LAFCO agenda addresses a possible Commission initiated focused sphere of influence amendment involving the Southside Road area for an area currently experiencing development activity in the County, but which is outside the City's General Plan and sphere of influence boundaries. This poses a challenge for LAFCO approval of City sewer service extensions, as identified under Agenda Item No. 9 and could be a work program item in the current or 2021-22 Fiscal Year.

POSSIBLE DIRECTION:

Beyond these examples, the Commission can identify additional items for the coming fiscal year work program and Staff can investigate associated cost considerations when preparing the Proposed Budget.

Sincerely,



Bill Nicholson
Executive Officer

FOOTNOTE On Sphere of Influence (SOI) and Municipal Service Review (MSR) Updates:

Under California Government Code section 56425(g): On or before January 1, 2008, and every five years thereafter, the commission shall, as necessary, review and update each sphere of influence." Most LAFCOs consider the term "as necessary" to provide flexibility in the timing of actual updates, especially when there are no changes in a city or district operations or service area. A related requirement enacted in 2000 was the requirement to prepare Municipal Service Reviews (MSRs) with specific content requirements for each local agency, and to prohibit the expansion or update of an agencies sphere of influence without first preparing a MSR update under Government Code section 56340. LAFCO adopted San Benito LAFCO adopted a comprehensive MSR for all cities and independent special districts in 2007, and there have been several updates to special districts in subsequent years, but not for either of the cities.

LOCAL AGENCY FORMATION COMMISSION
SAN BENITO COUNTY

2301 Technology Parkway
Hollister, CA 95023
Phone: (831) 637-5313

March 11, 2021 (Agenda)

Local Agency Formation Commission
2301 Technology Parkway
Hollister CA 95023

**Commission direction on whether to initiate a Sphere of Influence
Amendment for the City of Hollister in the Southside Road Area
(12-month review requested at the February 19, 2020 Commission Meeting)
(Agenda Item 9)**

Dear Members of the Commission:

REQUESTED ACTION

The Commission can either continue to allow the City of Hollister to complete their General Plan update which will result in a request to LAFCO for a comprehensive sphere of influence update for the City, or the Commission can give direction to the Executive Officer to initiate a focused sphere of influence amendment effort in the Southside Road area and to coordinate with the City of Hollister and the Sunnyslope County Water District in the analysis and completion of associated environmental documentation.

DISCUSSION

As summarized in the attached Executive Officer's Memo to the Commission dated January 11, 2018, multiple requests for City of Hollister sewer extensions for new development projects in the Southside Road area have posed a challenge for the Commission, property owners, project applicants and LAFCO staff in the past. When a city or special district desires to provide services outside their agency boundary without annexation, the provisions under Government Code section 56133 governs the review and approval process.

Extensions of service for new development located outside an agencies Sphere of Influence (SOI) is limited to circumstances where an "existing or impending threat to the health or safety of the public" is involved. Therefore, it is much more difficult for LAFCO to approve extensions for new development located outside the sphere than it is for serving new development located within a jurisdictions sphere of influence – which is recognized as the future service area of the agency.

Local Agency Formation Commission

Update and clarification on the Sphere of Influence Amendment to the City of Hollister in the Southside Road Area

March 11, 2021 (Agenda)

Page 2

While the Executive Officer did receive direction to initiate an update back in 2018, this effort was postponed due to the following circumstances: incremental steps taken by the City of Hollister to update their General Plan; issues over prime agricultural land in the sphere expansion area; and a slowing of interest in future sewer extensions in the Southside Road area. However, early last year the Commission had to review another sewer extension request for a County-approved subdivision project (Culler/Bray) in the area, and there have been two requests now for sewer service to the County-owned migrant farm labor camp facility located outside the City sphere of influence.

The Commission considered these recent factors and the City of Hollister's retention of a consultant to initiate the General Plan update effort at the February 19, 2020 Commission meeting and decided to postpone any action to initiate a LAFCO-initiated sphere of influence update effort for another 12 months to determine the progress the City is making on the General Plan. At this point, the City's consultants, Place Works, has conducted numerous public workshops and interagency coordination meeting with the County and LAFCO - including one scheduled for Friday, March 5th which also includes the Sunnyslope and San Benito County Water Districts to discuss regional sewer and water supply issues. (As this meeting is scheduled after the deadline for today's Commission packet, an oral report can be presented at the Commission meeting.)

For those Commissioners who were not on the Commission in February 2020, the Commission Memo dated January 11, 2018 is attached for background information along with the meeting minutes.

If you have any questions that you would like addressed prior to the meeting, feel free to contact me.

Sincerely,



Bill Nicholson
Executive Officer

Enclosures:

Exhibit 1: Commission Memo Dated 1/11/2018

Exhibit 2: Commission Minutes Dated 1/11/2018


EXHIBIT 1

LOCAL AGENCY FORMATION COMMISSION SAN BENITO COUNTY

2301 Technology Parkway
Hollister, CA 95023
Phone: (831) 637-5313

DATE: January 11, 2018 (Agenda)

TO: San Benito LAFCO Commissioners

FROM:  Bill Nicholson, Executive Officer

RE: **Consideration of Initiation of Sphere of Influence Amendment in the Southside Road area adjacent to the City of Hollister (Agenda Item 7)**

Introduction

The Commission held repeated discussions and took several actions during 2017 concerning issues related to the Hollister Urban Area Water and Wastewater Master Plan and requests for the extension of City of Hollister sewer service outside the City limits and outside the City's Sphere of Influence. The Commission and all parties involved became very familiar with California Government Code section 56133 which provides the requirements for LAFCO approval of service extensions outside an agencies boundary along with a number of exemptions.

When considering the latest exemption for the Fay/Bennett Ranch subdivision project (Todd Deutscher, Applicant) on October 12, 2017, the three Commissioners present requested an item be placed on the January 11th Agenda to see if the Commission would agree to direct LAFCO staff to initiate a focused City sphere of influence expansion targeted only in the Southside Road area as an alternative to continuing to consider whether sewer extensions in the area are exempt from LAFCO review.

Background

At the August 10, 2017, LAFCO Meeting, the last in a series of workshops on City of Hollister sewer extensions within the Hollister Urban Area, but outside their sphere of influence, the Commission decided to let the City of Hollister initiate an update of their sphere of influence as part of a General Plan update program as the favored alternative from among the options provided. This decision was based on the logic that the City should determine where they wanted to extend their sphere based on their internal City priorities, and that LAFCO should not spend their limited budget on such a large undertaking.

The City has actually retained a consultant for this effort and is forming a working group to provide input and advice to the City Council moving forward. However, this LAFCO deference to the City regarding the sphere of influence did not delay requests for the City to provide sewer connections outside their City limits and outside their sphere of

influence. Based on Government Code section 56133(b), the Commission cannot grant approval of these connections serving new development outside the City sphere of influence, so the Commission will continue to be requested to find these sewer extensions exempt from LAFCO review.

Between July and October of 2017, the Commission determined that three City sewer extensions in the Southside Road area were all exempt from LAFCO review: one based on evidence service had historically been provided before 2001, exempted under 56433(e)(4), and two based on a determination there is an agreement between agencies providing the same type and capacity of service (Hollister and the Sunnyslope County Water District), exempted under 56133(e)(1).

Presently San Benito County Resource Management Agency is processing two subdivision applications in this Southside Road area which will require City sewer connections, and there are several more projects being discussed.

Estimated Work Effort

It is anticipated that the boundary of the 2014 "Southside Road Annexation to the Sunnyslope County Water District" would primarily serve as the sphere expansion area (see Attachment 1). The sphere expansion area would only include land which is also located within the Hollister Urban Area, in order to partially rely on the existing environmental documentation prepared by the San Benito County Water District in 2011. This area is highlighted in Attachment 2.

In terms of Staff time and cost, the effort would be similar to the costs of processing a large 100+ acre annexation, for which LAFCO would typically charge \$2,000. The related environmental review effort would require a similar amount of time and effort and with LAFCO paying processing, printing, and associated publishing costs; this effort could be accomplished for between \$5,000-6,000. Staff would fit in this work with other application processing and file management efforts over the next two to three months. (The current FY 20017-18 Budget assumed 35 hours of Executive Officer time per month, and in the first 6 months of the Fiscal Year, the average has been 35.375 hours per month.)

In terms of the environmental review component, it is not anticipated that a new environmental document would need to be prepared by LAFCO. Based on the summary of initial research presented below, an Initial Study can be prepared that should conclude that the environmental analysis from a variety of previous projects is adequate, and it is anticipated there are no conditions present resulting from the sphere of influence amendment that would require preparation of a new or supplemental CEQA document by LAFCO.

Staff has reviewed a variety of historic planning and environmental documents while investigating this limited sphere of influence amendment approach over the past couple months, and during research last year for the multiple LAFCO Hollister Urban Area workshops. Much of the analysis of this area is contained in comprehensive documents and several neighborhood-level studies. Of great benefit to this effort, is a draft Initial Study and set of CEQA environmental findings presented to the City when it was considering a similar sphere of influence expansion effort for Southside Road last summer. Staff can modify this document to cover the 2014 Sunnyslope CWD annexation area or another boundary desired by the Commission.

From a regional context the two most important efforts include the County's 2015 General Plan and corresponding EIR identifying the urban growth in the area, along with the historic 2008 Hollister Urban Area Water and Wastewater Master Plan and the EIR adopted by the San Benito County Water District in 2011. On the more local level are the 2014 Sunnyslope County Water District (Sunnyside CWD) annexation of the Southside Road area for water service, and its related CEQA documentation, and the recent Sunnyside Estates EIR and Bennett Ranch Initial Study/Mitigated Negative Declaration adopted by San Benito County.

Recommended Action

If the Commission agrees with the overall scope and approach for a focused sphere of influence amendment for the Southside Road area, direct LAFCO staff to initiate the sphere of influence amendment effort, and to coordinate with the City of Hollister and the Sunnyslope County Water District in the analysis and completion of associated environmental documentation, and return to the Commission with progress reports over the next two months in preparation of a formal public hearing.

cc: Bill Avera, City Manager, City of Hollister
John Guertin, RMA Director, San Benito County
Don Ridenhour, General Manager, Sunnyslope County Water District
LAFCO Counsel

Enclosures:

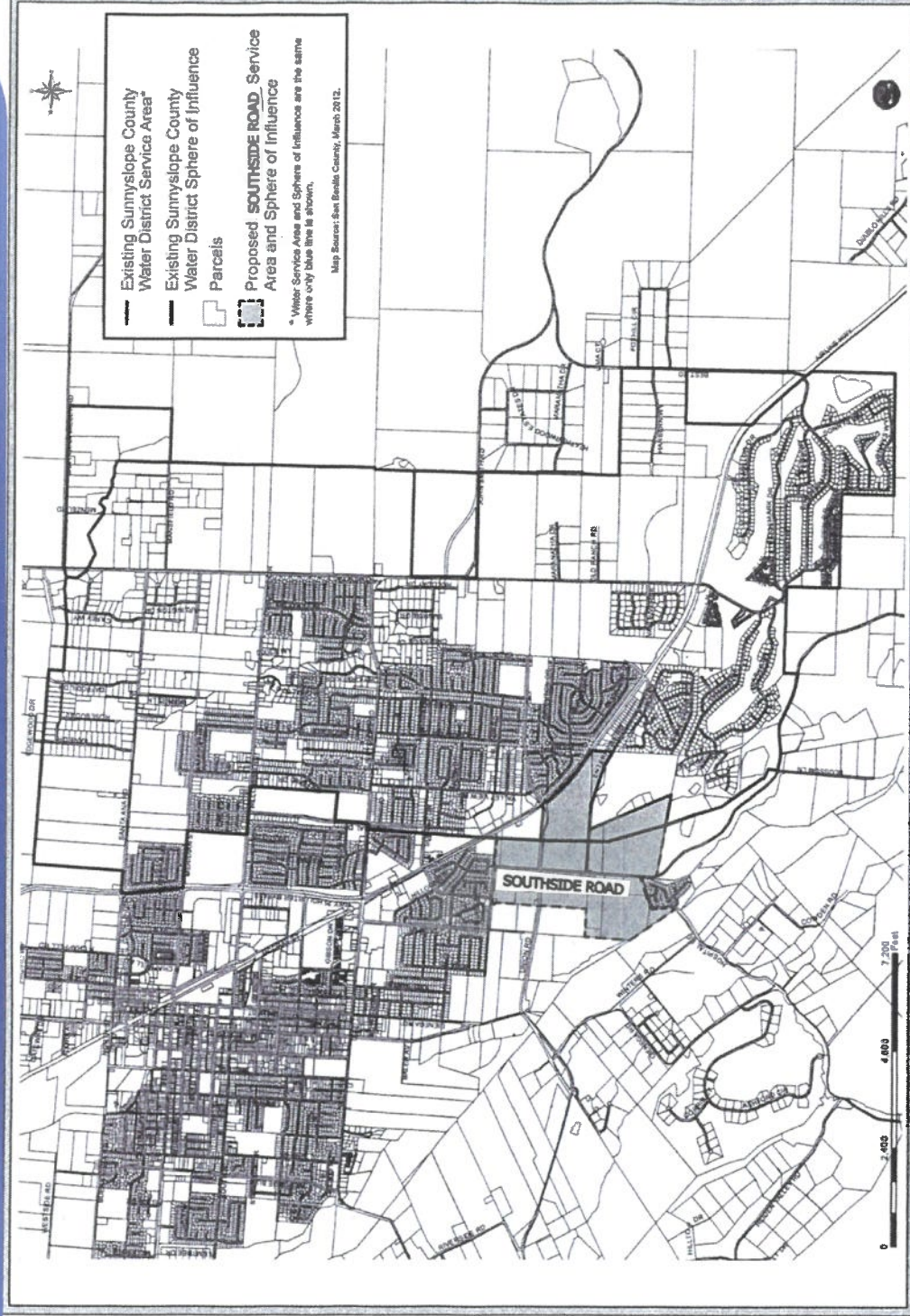
- Attachment 1. 2014 Sunnyslope County Water District Annexation Boundary in Southside Road Area
- Attachment 2. Detail of properties within this Boundary, and identification of River View Estates Subdivision to be included
- Attachment 3. Hollister City Planning Area and Hollister Urban Area Boundary Highlighting Southeastern Area

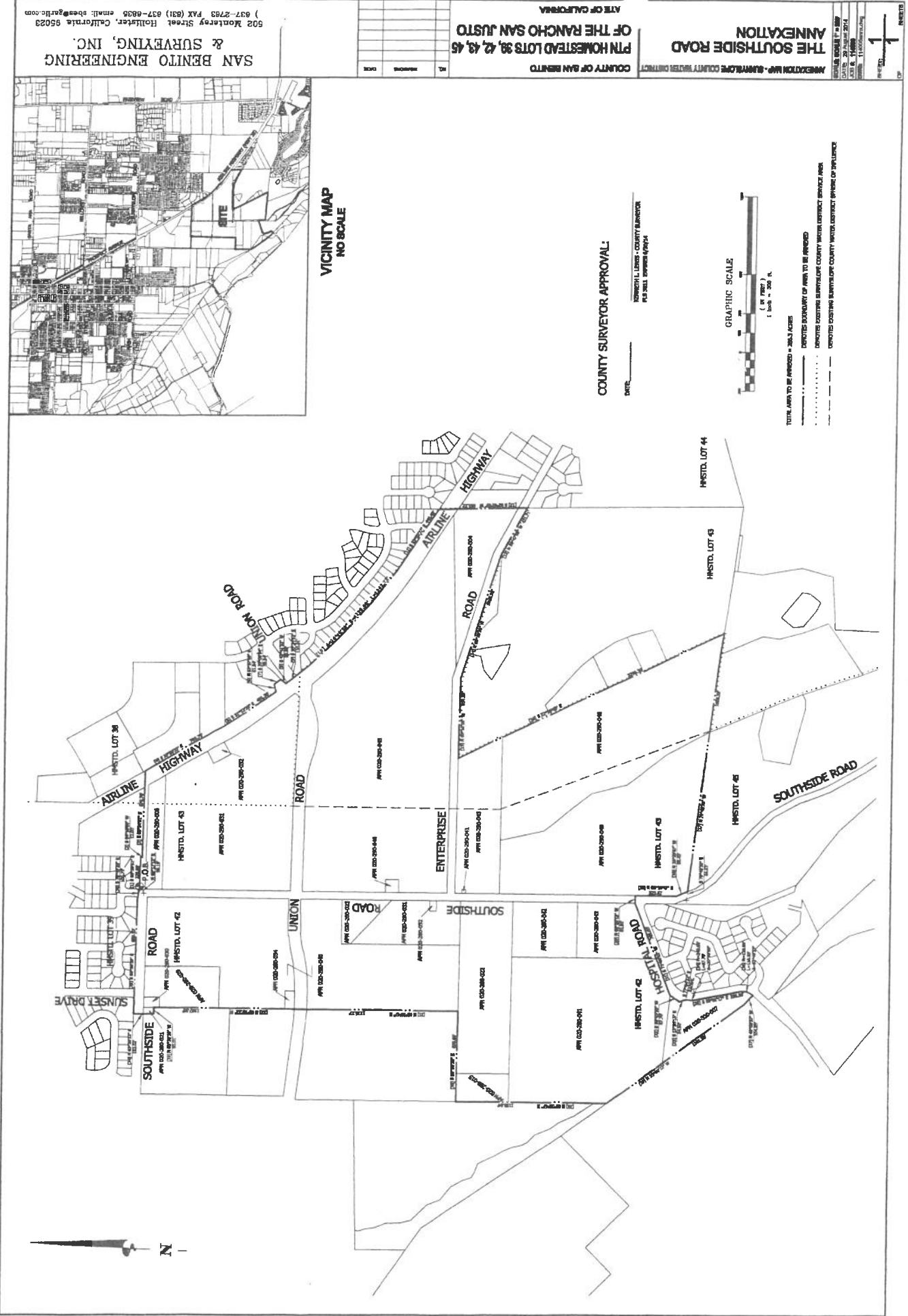
LAFCO

of San Benito County



Possible
LAFCO
Initiated
SOI
Expansion
Area:
Matches
SSCWD
2014
Annexation





LAFCO

of San Benito County



San Benito
County
Water
District's
HUA
Southern
Area:
Current
Problem
Area

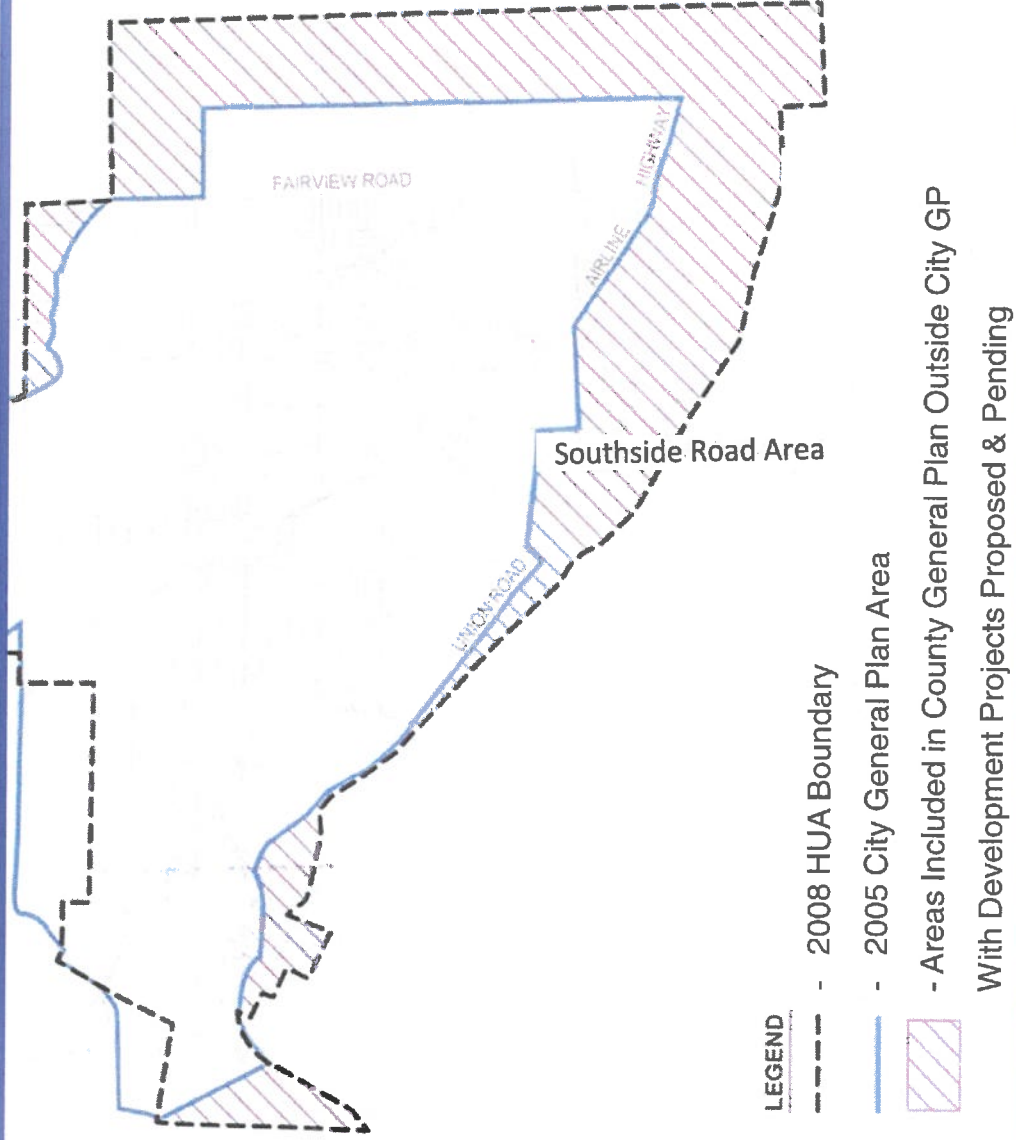


EXHIBIT 2

SAN BENITO LAFCO
Minutes of Meeting
January 11, 2018
Page 2

CONSENT AGENDA:

6. Approval of minutes from August 10, September 14 and October 12, 2017.
Chairman Velasquez abstained from the minutes.
Motion made by Commissioner Botelho and seconded by Commissioner Bettencourt to approve the minutes and presented.

Ayes: Bettencourt, West, Botelho, De La Cruz
Noes: None
Abstain: Velasquez

BUSINESS ITEMS – NON-HEARING ITEM:

7. Consideration of initiation of Sphere of Influence Amendment in the Southside Road area adjacent to the City of Hollister, an area within the Hollister Urban Area where many exemptions to Commission approval of Out of Agency Service Extensions for the delivery of city sewer service have been requested. Requested to be placed on the January 11th agenda by the Commission at the October 12, 2017, Commission meeting.

Executive Officer Bill Nicholson provided information in regards to this item as presented in the Executive Officer's Report and a PowerPoint presentation. He also provided staff recommendation.

Discussion ensued between the Commissioners and Executive Officer over whether LAFCO should initiate the sphere of influence expansion, or wait for the City to request an amendment following the recently initiated General Plan update process.

Motion made by Commissioner Botelho and seconded by Commissioner Bettencourt to direct Executive Director Bill Nicholson to coordinate with the City of Hollister and the Sunnyslope County Water District on a sphere of influence expansion in the Southside Road area, and in the analysis and completion of associated environmental documents, and return to the Commission with progress reports and a proposed reimbursement method for payment of LAFCO costs from future applicants.

Ayes: Bettencourt, West, Botelho, De La Cruz
Noes: Velasquez
Abstain: None

INFORMATIONAL

- 10. Commissioner Announcements and Requests for Future Agenda Items**
- 11. Executive Officer oral status report on pending proposals.**
- 12. Adjourn to next regular meeting on April 8, 2021, unless meeting is cancelled by the Chair.**

