

I am opposed to the creation of a Kelseyville Citizen Committee. The BOS has always managed the unincorporated areas of Lake County. This Committee would be an unnecessary layer of bureaucracy.

Thank you.
Ellen Hardenburger
Proud Kelseyville Resident

Dear Supervisors,

Regarding the proposal for creating a Municipal Advisory Council for the "Kelseyville Area" I recommend the following editorial and substantive suggestions:

<https://countyoflake.legistar.com/View.ashx?M=F&ID=12741346&GUID=EBE8B5A0-3005-45C1-A4D7-63E272C5F7D2>

Editorial:

1. Throughout the document, replace "Municipal Area Council" with "Municipal Advisory Council" in compliance with Government Code Section 31010.
2. Include hyperlinks to documents such as "Government Code Section 31010," Robert's Rules of Order, the Ralph M. Brown Act, County of Lake policies, and the official county webpage for the Municipal Advisory Council (pending approval of the proposed resolution)

Substantive:

1. The language in the first "Whereas" states that the purpose is "to advise the Board on such matters which relate to that area as may be designated by the Board".

Please include the complete code section in full, replacing the abbreviated list with the statutory text:

". . . designated by the board concerning services which are or may be provided to the area by the county or other local governmental agencies, including but not limited to advice on matters of public health, safety, welfare, public works, and planning. Unless the board of supervisors specifically provides to the contrary, a municipal advisory council may represent the community to any state, county, city, special district or school district, agency or commission, or any other organization on any matter concerning the community. The board may pay from available funds such actual and necessary expenses of travel, lodging, and meals for the members of the council while on such official business as may be approved by the board."

2. Government Code Section 31010 delegates the specification of formation and operation of Municipal Advisory Councils to the Board of Supervisors.

Specification of basic formation and operation rules provided in the [Policy](#) used by the Mendocino County Board of Supervisors would be very helpful for all Council boards,

jurisdictional residents, and the Board of Supervisors to facilitate effective use of Council member contributions.

The Board of Supervisors has not chosen to “provide funds,” but non-monetary support for good governance services, such as publishing reports and reference document links on the county webpage for each council. For implementation of the Policy, administrative reference documents such as a list of acronyms, initialisms, and abbreviations, and the proposed policy would be helpful for non-governmental participants.

Most importantly, the PEG TV Governing Board has the ability to organize and deliver all of the remote participation services for Municipal Advisory Councils, for which Supervisor Sabatier and the PEG TV staff have been gradually establishing the tools and procedures to effectuate “Zoom” linked access via online devices. Completion of the system and implementation in all of the six* Municipal Advisory Council meetings would be extremely beneficial and could be supported by General Fund discretionary allocations, as is the case in Mendocino County. Investing in the development of citizen-based advisory bodies “would increase participation . . . in decisions affecting their community” and nourish at least 6 of the 10 key points in Lake County’s “Vision 2028.”

3. Article 5: Quorum, Voting, Meetings; 6th and 7th bullet points

The primary location for posting the upcoming agendas is the “official” webpage for each MAC located on the county’s website (www.lakecountycalifornia.gov).** Minimum hard copy posting of the upcoming agenda must be at the physical location of the meeting site. The 6th bullet point refers to the “Kelseyville Food Center” and the “Kelseyville Event Center.” The meeting site location is the Kelseyville Event Center, which should be first in the list. Please include the street addresses for these locations: Kelseyville Food Center, 3985 Main Street, Kelseyville; Kelseyville Event Center, 5245 Third Street, Kelseyville.

The 7th bullet point states that the “draft and approved minutes shall be posted on the KAC website or social media page(s).” Please include the hyperlink to the “KAC website” page, consistent with the primary legal notification page (the primary location on the county website). Simultaneous posting on the Council’s separate website and social media page(s) is secondary to the legal notification on the county’s website page.

4. Article 5: Quorum, Voting, Meetings; 9th bullet point

The Assembly members have the prerogative to request amendment the minutes (and agendas) before they are approved by a vote of the Board members, just as members of the public may do when the Board of Supervisors approve their proposed agenda, which may be modified with the addition of items that require action but which arose after the legally published draft agenda (in accordance with the Brown Act).

4. Article 5: Quorum, Voting, Meetings; 10th bullet point, 2nd sentence

Remove the word “majority” and replace with the word “minority”?

5. Article 6: Committees, 1st bullet item

To what does the word “continuing” refer? Suggest eliminating the first two words in that sentence, and adding “in accordance with the Ralph M. Brown Act.” Standing committees must

convene in public, posting agendas in compliance with the Brown Act, and publishing approved minutes on their website page(s) that are initially uploaded to the official county webpage.** Ad hoc committees do not require the same formal notification process. Ad hoc committees should be required to provide regular reports to the Council members (elected Board of Directors and Assembly members) indicated as such on proposed agendas.

For clarifying the 3rd bullet item, then, insert the word “standing” after the word “Each”.

6. Article 6: Committees, 4th and 7th bullet items.

The structure of official webpages for Board of Supervisors’ appointed “boards, commissions, and committees” would benefit from inclusion of links to formation information about standing and ad hoc committees described in this subparagraph, and the 7th bullet item should begin with the word “Standing.”

7. Article 6: Committees, 8th and 9th bullet items:

“Continuing” appears to refer to “standing,” as differentiated from “Ad-hoc” in these two items. Replace the term “continuing” with “standing” in the 8th bullet item.

8. Article 9: Conflict of Interest and Members Conduct, 1st and 2nd paragraphs

Recommend replacing these two paragraphs with “All members of the KAC Assembly and KAC Board shall comply with County Policy Chapter 01 - Rules of Procedure, General Protocol, and Committees Policy (<https://www.lakecountyca.gov/DocumentCenter/View/7676/Chapter-01--Rules-of-Procedure-General-Protocol-and-Committees-Policy>). Recommend replacing Article name with “Rules of Procedure, General Protocol, and Committees Policy.”

Respectfully yours,

Betsy Cawn
Upper Lake, California

* The Scotts Valley Community Advisory Council does not meet in a facility equipped with broadcast capability (the Hendricks Road Womens Club building). Mr. DeWalt said he would be willing to attend those meetings and at least record them for posting on the PEG TV YouTube channel. The availability of the meetings in a remote software platform could be facilitated by adding a portable internet hookup (“hot spots” can be checked out of the County Library, but most likely would not have sufficient power to carry the full bandwidth of live meeting output systems; another option would be WatchDuty’s new “Echo” portable broadband device.

Otherwise occupied, out of town, and disabled residents who cannot attend the meetings in person rely on the ability to join in an interactive online process, for which substitutes like Facebook and YouTube pages are not fully effective. These services are going to be critical to the creation of our next county General Plan, Emergency Operations Plan, Risk Reduction plans, and others.

** I have not seen any document that defines the “official” publication notice procedure, including the county webpage and physical meeting location. However, on several occasions the failure to have the proposed agenda published on the county webpage by 5 pm on Friday of

the week before the meeting date has resulted in cancellation or postponement of the scheduled meeting.