



Board Agenda Item 32

DATE: May 12, 2020

TO: Board of Supervisors

SUBMITTED BY: Steven E. White, Director
Department of Public Works and Planning

SUBJECT: Adoption of Proposed Citizens Advisory Committee Bylaws for County Service Area 34 Zone 'D', Renaissance at Bella Vista

RECOMMENDED ACTION(S):

- 1. Approve the formation of a Citizens Advisory Committee for County Service Area No. 34 Zone "D", Renaissance at Bella Vista; and**
- 2. Adopt the bylaws for the Citizens Advisory Committee for County Service Area No. 34, Zone 'D', Renaissance at Bella Vista.**

The recommended actions will form a Citizens Advisory Committee (CAC) for County Service Area No. 34 Zone "D" (CSA 34D), Renaissance at Bella Vista and adopt the CAC bylaws. This item pertains to a location within District 5.

ALTERNATIVE ACTION(S):

Direct County staff to revise the proposed bylaws and resubmit for Board approval.

FISCAL IMPACT:

There is no Net County Cost associated with the recommended action. All costs are paid by benefitting property owners within CSA 34D.

DISCUSSION:

It has been the long-standing practice of the Board that, when possible, a CAC be established and maintained for individual County Service Areas (CSA). The CAC represents all property owners within a given CSA and provides valuable advice and recommendations to the Department of Public Works and Planning staff regarding service needs, cost considerations, and other service-related matters.

CSA 34D was formed on December 5, 2017. The District was created for Tract No. 4968, Renaissance at Bella Vista, as shown on Exhibit A, and is located in the Millerton Specific Plan area on the south side of Millerton Road, west of the intersection of Millerton Road and Winchell Cove Road. Services provided to the 106 parcels in CSA 34D include administration of the following: water, wastewater, road maintenance, open space monitoring, landscape maintenance, and streetlight maintenance.

To begin the formation of the CAC and to establish the member selection process, all record owners were mailed an invitation to serve on the CAC. The invitation notified property owners of available positions for the CAC (Chairman, Vice-Chairman, Secretary, and two General Members) and indicated a specific date by

which to respond. The invitation stated that if more letters of interest were received than positions available, an election would need to take place for the selection of the CAC members.

County staff received two letters of interest and notified the interested property owners of their selection to serve on the CAC. Staff held a meeting to determine the position that each of the selected members would hold, and to begin the creation of the draft CAC Bylaws. On February 12, 2020, staff held the initial CAC meeting with the original property owners who expressed interest in serving on the CAC. One additional property owner attended the meeting and expressed an interest to join the CAC. The original interested property owners were in agreement, and the members voted to fill each of the available CAC positions. The draft Bylaws were discussed and approved.

The current proposed CAC Members are:

- Ryan Mitchum, Chairperson, 3-Year Term
- Ralph Aclé, Vice-Chairperson, 2-Year Term
- Tania Mitchum, Secretary, 1-Year Term

ATTACHMENTS INCLUDED AND/OR ON FILE:

Exhibit A

On file with Clerk - Bylaws

CAO ANALYST:

Debbie Paolinelli