

RESOLUTION NO. 23-027

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
COUNTY OF VENTURA AMENDING THE BOUNDARIES OF  
THE SANTA ROSA VALLEY MUNICIPAL ADVISORY COUNCIL**

**WHEREAS**, Section 31010 of the Government Code authorizes the Board of Supervisors ("Board") to establish by resolution a Municipal Advisory Council for any unincorporated area of the County of Ventura ("County") to advise the Board on matters concerning services which are or may be provided to a designated area by the County or other local governmental agencies. Advice to the Board may include, but is not limited to, matters related to planning, public works, safety, welfare and public health; and

**WHEREAS**, the residents of the unincorporated area commonly known as the Santa Rosa Valley desire a forum through which to: (a) identify needs and goals related to matters of public interest; and (b) provide advisory recommendations on a continuing basis to the Board regarding their identified needs and goals; and

**WHEREAS**, a Municipal Advisory Council will provide the residents of the Santa Rosa Valley with such a forum; and

**WHEREAS**, the Board established the Santa Rosa Valley Municipal Advisory Council by resolution dated December 9, 2003, as amended by resolution dated March 23, 2004; and

**WHEREAS**, the Board adopted a resolution on February 7, 2006, amending the prior resolutions to (a) provide for the selection of members by election instead

of by appointment, and (b) redefining the geographical area covered by the Santa Rosa Valley Municipal Advisory Council to be coterminous with Election Registration Precinct Santa Rosa No. 201; and

**WHEREAS**, the Board adopted a resolution on November 6, 2012, to expand the jurisdiction of the Santa Rosa Valley Municipal Advisory Council to include Election Registration Precinct Santa Rosa No. 204; and

**WHEREAS**, there is now a desire to further expand the jurisdiction of the Santa Rosa Valley Municipal Advisory Council to include existing Election Registration Precinct Districts that have been renumbered to Santa Rosa 2-001, Santa Rosa 2-002, Santa Rosa 2-004 and Santa Rosa 2-005, and to also now include Election Registration Precinct Districts Gabbert 2-004, Gabbert 2-005, and Gabbert 2-006.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** as follows:

1. Repeal and Replacement of Prior Resolutions. All prior resolutions of the Board regarding the Santa Rosa Valley Municipal Advisory Council are hereby repealed and replaced with this resolution.
2. Continuation of Council. There is hereby continued a Municipal Advisory Council for the unincorporated area of the County commonly known as the Santa Rosa Valley, as shown on the updated map attached hereto as Exhibit A.
3. Name of Council. The Municipal Advisory Council shall continue to be known as the Santa Rosa Valley Municipal Advisory Council ("SRVMAC").
4. Area of Review. The area subject to review by the SRVMAC shall be the

area within Election Registration Precincts Santa Rosa 2-001, Santa Rosa 2-002, Santa Rosa 2-004, and Santa Rosa 2-005, Gabbert 2-004, Gabbert 2-005, and Gabbert 2-006, as shown on the map attached as Exhibit A, which is hereby incorporated by reference ("Area of Review"). If Election Registration Precincts Santa Rosa 2-001, Santa Rosa 2-002, Santa Rosa 2-004, and Santa Rosa 2-005, Gabbert 2-004, Gabbert 2-005, and Gabbert 2-006 are amended or changed at any time hereafter, the boundaries of the Area of Review for the SRVMAC shall automatically change to be coterminous with the boundaries of Election Registration Precincts Santa Rosa 2-001, Santa Rosa 2-002, Santa Rosa 2-004, Santa Rosa 2-005, Gabbert 2-004, Gabbert 2-005, and Gabbert 2-006.

5. Designated Powers and Duties. The SRVMAC shall have only those powers and duties set forth in this resolution. The Board may expand or limit the powers and duties, subject to limitations of laws, by amendment of this resolution.

The SRVMAC shall review and provide advisory recommendations regarding planning, public works, public health, safety and welfare matters which relate to the Area of Review and which are heard by the County Planning Director, Planning Commission, Board of Supervisors, or Ventura County Local Agency Formation Commission ("LAFCO"); provided, however, that items to be considered by the SRVMAC shall first be determined by the County Planning Director or the County Supervisor in whose district the Area of Review is located. Attendance by County Planning staff members at SRVMAC meetings will be at the direction of the County Planning Director only.

6. SRV MAC Communications.

a. Recommendations to the Board. SRVMAC informational items, requests for action, or other issues related to SRVMAC activity shall be directed to the Board by way of the Supervisor in whose district the Area of Review is located; provided, however, that presentation to the Board of such reports or other items shall, at the discretion of the affected Supervisor, be made either by that Supervisor or by a representative of the SRVMAC. The representative County Supervisor shall select those issues to be presented to the Board. Only items that are approved by a majority of the quorum of the members shall be presented to the County.

b. SRVMAC Activities. The SRVMAC, through the representative designated by the County Supervisor in whose district the Area of Review is located, shall keep the County fully informed of activities.

7. Rules and Procedures of the SRVMAC. The SRVMAC shall maintain rules and procedures for the orderly conduct of SRVMAC meetings. Such rules and procedures shall be consistent with the rules and procedures set forth herein and are subject to approval by the Board.

a. The SRVMAC shall hold regularly scheduled meetings not less than one time per month. The time and place of the meetings shall be established by resolution of the SRVMAC.

b. The SRVMAC is subject to the Ralph M. Brown Act (Gov. Code, § 54950 et seq.) and all regular and special SRVMAC meetings must comply with the provisions of said Act.

c. The SRVMAC shall select a chair who shall conduct the meetings, and a vice-chair who shall act in the absence of the chair. The SRVMAC shall also select a secretary whose responsibilities shall be to produce and distribute agendas, prepare minutes of SRVMAC meetings and act as a liaison between the County and the SRVMAC.

d. A copy of the minutes of SRVMAC meetings shall be forwarded by the secretary to the Supervisor in whose district the SRVMAC is located, the Clerk of the Board of Supervisors, the County Planning Director and the County Executive Office.

8. Membership of SRVMAC.

a. Composition. The SRVMAC shall be composed of five members.

b. Elected. The members of the SRVMAC shall be elected at large by registered voters residing within the Area of Review. The qualifications and election of the members, as well as related proceedings, shall be in accordance with the Uniform District Election Law (California Elections Code section 10500 et seq.), except as provided in this resolution.

c. Residency Status. All candidates for SRVMAC positions must be registered voters residing within the Area of Review.

d. Candidacy. Candidates for election shall be initiated by Declaration of Candidacy on a form that is substantially the same as that provided in Elections Code section 10511. Declaration of Candidacy Forms shall be made available by the County Elections Division of the County Clerk and Recorder consistent with State law which currently is on the 113th day prior to the Council

election and shall be filed with the Elections Division not later than 5:00p.m. of the 88th day prior to the election. If an incumbent member of the SRVMAC fails to file a Declaration of Candidacy by 5:00 p.m. of the 88th day prior to the election, then consistent with State law, candidates other than the incumbent shall have until 5:00 p.m. of the 83<sup>rd</sup> day prior to the election to file a Declaration of Candidacy. There shall be no filing fee required.

e. Elections.

(1) The election for available SRVMAC member positions shall be held on scheduled election days; specifically, the first Tuesday after the first Monday in November of each even-numbered year as provided in Elections Code section 1000 et seq.

(2) The term of office shall be four years. The first election was held in November 2006 for two of the five SRVMAC positions, and the second election was held in November 2008 for the remaining three positions. Elections will continue on this staggered basis (i.e., two positions in 2022, three positions in 2024, and 2 positions in 2026 etc.). The elections in 2024 shall use the new Area of Review as shown in Exhibit A.

(3) The SRVMAC candidates who receive the greatest number of votes shall be elected (i.e., top two or three candidates depending on election year.) In case of a tie, the contest shall be decided by lot.

(4) Elected SRVMAC members shall take office at noon on the first Friday in December next following the election pursuant to Elections Code section 10554. SRVMAC members shall hold office until their successor is duly

elected or appointed.

(5) A SRVMAC position may become vacant upon the happening of the events specified in Government Code section 1770 as may be amended from time to time. If a vacancy occurs, the Board of Supervisors shall fill the vacancy by appointment for the remainder of the term. Nominations may be submitted to the office of the County Supervisor in whose district the Area of Review is located. Upon adoption of this Resolution, any vacancies shall be filled by registered voters residing within the new Area of Review as shown in Exhibit A.

9. Termination of the SRVMAC. The Board of Supervisors may, at its sole discretion, terminate and dissolve the SRVMAC after giving 30 days written notice to the SRVMAC.

10. Effective Date. This resolution shall become upon adoption.

Upon the motion of Supervisor Gorell, seconded by Supervisor Long, and duly carried, the Board hereby approves and adopts the resolution on March 14, 2023.

  
Chair, Board of Supervisors  
County of Ventura

ATTEST:  
Dr. Sevet Johnson,  
Clerk of the Board of Supervisors  
County of Ventura, State of California

By:   
Deputy Clerk of the Board

