

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



FROM: Supervisor Ashley

SUBMITTAL DATE: June 14, 2005

SUBJECT: Lakeview/Nuevo Municipal Advisory Council

RECOMMENDED MOTION: That the Board join with me in adopting Resolution 2005-308 creating the Lakeview/Nuevo Municipal Advisory Council

BACKGROUND: The Lakeview/Nuevo area is expected to rapidly grow over the next decade. Situated between the cities of San Jacinto and Perris and straddling the Mid-County Parkway this community is anticipated to ultimately reach a population of over 50,000.

Citizens of the Lakeview/Nuevo area have expressed a desire to establish a Municipal Advisory Council (MAC) for their area. And, in order to address community issues and ensure community participation in a productive, professional environment it is my desire to form a MAC for the area. A MAC would give them a conduit through which the Supervisor can be advised of issues and concerns relating to their area.

Marion Ashley, Supervisor
Fifth District

MA:dk

**RESOLUTION NO. 2005-308
CREATING THE LAKEVIEW/NUEVO MUNICIPAL ADVISORY COUNCIL**

WHEREAS, Government Code §31010 and Riverside County Board of Supervisors Policy No. A-51 provides for the creation of a Municipal Advisory Council within unincorporated territory for the purpose of advising the Board of Supervisors on matters including, but not limited to, public safety, planning, health, transportation, parks and community development; and

WHEREAS, creation of a Municipal Advisory Council has been requested by residents in the Lakeview/Nuevo area of Riverside County; now, therefore,

BE IT RESOLVED AND ORDERED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on June 14, 2005, that the Lakeview/Nuevo Municipal Advisory Council is hereby created.

BE IT FURTHERE RESOLVED AND ORDERED that the operation of the Lakeview/Nuevo Municipal Advisory Council (hereinafter referred to as the "Lakeview/Nuevo MAC") shall be in compliance with the rules, regulations and procedures prescribed in Riverside County Board of Supervisors Policy No. A-51, and with the specific provisions delineated below in the Resolution.

1. **TERRITORY.** The territory for which the Lakeview/Nuevo MAC is established, and area over which it extends, is situated within the Fifth Supervisorial District of Riverside County as more specifically shown and depicted in Exhibit A & Exhibit B to this Resolution.

2. **MEMBERSHIP.** The Lakeview/Nuevo MAC shall consist of five (5) regular members and two (2) alternate members, each of whom shall be appointed by and serve at large at the pleasure of the Board of Supervisors. All appointees shall be at least eighteen (18) years of age and be a resident, landowner or business owner within the Lakeview/Nuevo MAC territory.
3. **TERM.** Appointed members shall serve without compensation for a term of two (2) years, except that in order to establish a system of staggered terms, one initial alternate member and two of the regular members initially appointed shall serve until June 30, 2006. The other three regular members and one alternate member initially appointed shall serve until June 30, 2007. Thereafter, all terms shall be for two (2) full years from May 1 of the year appointed to April 30 two (2) years hence.
4. **BOARD POLICY NO. A-51.** The provisions of Riverside county Board of Supervisors Policy No. A-51 on the subject of "Formation/Operation of Municipal Advisory Councils and Community Councils" are affixed hereto as Exhibit C incorporated into this Resolution by reference, and are intended for the guidance of the Lakeview/Nuevo MAC in carrying out its duties.

NUVIEW UNION SCHOOL DISTRICT

Beginning at the southeast corner of Section 3, Township 5 South, Range 2 West, S.B.B. & M;
Thence westerly along section lines to the southwest corner of Section 5, said Township and Range;
Thence northerly along the westerly line of said Section 5 to the northwest corner thereof;
Thence westerly along the southerly line of Section 31, Township 4 South, Range 2 West, S.B. B. & M;
to the southwest corner thereof;
Thence northerly along the westerly line of said Section 31, to the northwest corner thereof;
Thence westerly along section lines to the southwest corner of Section 27, Township 4 South, Range 3
West, S.B.B. & M;
Thence northerly along section lines to the northwest corner of Section 22, said Township and Range;
Thence easterly along section lines to the southeast corner of Section 14, said Township and Range;
Thence northerly along section lines to the southwest corner of Section 1, said Township and Range;
Thence easterly along the southerly line of said Section 1 to the southeast corner thereof;
Thence northerly along section lines to the northwest corner of Section 19, Township 3 South, Range 2
West, S.B.B. & M.;
Thence easterly along the northerly line of said Section 19, to the northeast corner thereof;
Thence southerly along section lines to the southwest corner of Section 32, said Township and Range;
thence easterly along section lines to the center line of the San Jacinto River; thence southeasterly along
said center line of the San Jacinto River to a point on the easterly line of Section 11, Township 4 South,
Range 2 West, S.B.B. & M;
Thence southerly along section lines to the southeast corner of Section 35, said Township and Range;
thence westerly along the southerly line of said Section 35 to the southwest corner thereof; thence southerly
along the easterly line of Section 3, Township 5 South, Range 2 West, S.B.B. & M., to the point of beginning.

July
1979

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This legal description approved
by Riverside County Surveyor,
A.E. Newcomb, Road Commissioner & County Surveyor

June 26, 1979

By *D.A. Beaufort*

**COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

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POLICY:

Formation/Operation of Municipal Advisory Councils (MAC) and Community Councils (CC)

It is the policy of the Board of Supervisors (hereinafter, The Board) that pursuant to Government Code Section 31010 which allows for the creation of an advisory council within unincorporated territory for the purpose of advising The Board on matters including, but not limited to, public health, safety, welfare, public works and planning, that said councils shall be formed and operated substantially as set forth herein. Upon adoption of this policy by The Board all previous resolutions regarding the formation, election and/or appointment to Municipal Advisory Councils or Community Councils are rescinded.

1. Number of Councils to be Established:

The elected Supervisors of each District shall call for, and recommend appointment of members, for the numbers of separate advisory councils within that District that he or she deems necessary to meet the purposes for which such councils are formed.

2. Territory:

The territory of each proposed Community Council (CC) or Municipal Advisory Council (MAC) shall be determined and precisely defined by a legal description and map of the boundaries which form the representative area. The proposed boundaries, map and legal description shall become binding upon approval by a majority of The Board and shall remain unchanged unless/until formally modified by the Board.

3. Existing/Future Community Councils (Ccs) and Municipal Advisory Councils (MACs):

(a) The MACs and Ccs that exist at the time of adoption of this Policy shall continue to exist and operate as originally formed. The representatives thereto - whether elected or appointed - shall complete the current applicable term as initially established. Upon expiration of the current term of any member, the vacancy which occurs shall be filled by appointment made by the Supervisor of the District and approved by a majority of The Board.

(b) Members of any CC or MAC formed after adoption of this Policy are to be appointed by the Supervisor of the District and approved by a majority of The Board.

4. Eligibility for Council Memberships and Number of Members to be Appointed:

(a) Any person who is a registered voter and who resides (is domiciled) within the territory of the CC or MAC is eligible to be nominated, appointed and to serve as a representative on said council.

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- (b) The number of representatives appointed to serve on each established CC or MAC shall be five (5). Nevertheless, if as a result of unexpired terms which were in existence prior to adoption of this Policy, the number of representatives happens to be more than five, all members shall continue to serve until such existing terms expire.
5. **Procedures for Nomination, Appointment of Members, etc.:**
(a) Eligible persons may be nominated, screened, interviewed and recommended for Board appointment in such manner as it is determined best suits the needs and interests of the community being served and the Supervisor being advised. Appointment shall be made consistent with relevant provisions of this Policy.
6. **Terms:**
The terms of all MAC and CC members shall commence upon appointment and be effective two or four years hence, as applicable. All appointees to MACs and Ccs serve at the pleasure of their District Supervisor.
7. **Vacancies:**
Vacancies occurring due to death, resignation, or a member moving out of the council territory shall be filled by the Supervisor of the District. Persons appointed to fill a vacancy shall serve for the remainder of the unexpired term.
8. **Funding and Finances:**
Funding as required to carry out the business and functions of the CC or MAC shall be determined, provided for, managed and appropriated within the annual operating budget of the Supervisor's District for which the CC or MAC is formed.
9. **Maintenance of Membership Eligibility; Maps:**
Inasmuch as the basis for member eligibility is voter registration, it shall be the responsibility of the Registrar of Voters to maintain current rolls and precinct information concerning each CC or MAC. Should a change in the current map of the boundaries of the CC or MAC occur, the CC or MAC shall notify the Registrar of Voters.
10. **General:**
The following additional provisions concerning CC and/or MAC shall apply:
- (a) **Officers:** The CC/MAC shall choose from among its members a presiding officer, an assistant presiding officer and a secretary. This shall be done at the first meeting after

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the creation and appointment of the CC/MAC. Selection of such officers shall be conducted at the first meeting following appointment or reappointment of members each and every year thereafter.

- (b) **Bylaws:** No bylaws shall be required to be adopted by the CC/MAC. Said council shall make and keep a current standing order providing for the time and place of holding regular meetings. Any bylaws which the CC/MAC may adopt shall not duplicate or conflict with these rules or any statute, ordinance or resolution providing for or establishing the CC/MAC or governing its conduct.
- (c) **Meetings:** The CC/MAC shall determine the frequency of its regular meetings, which shall be at least quarterly. The CC/MAC shall by standing order, fix the time and place of its meetings, which shall be held within the County of Riverside and, normally, within the boundaries of the CC/MAC. The call, giving of notice and conduct of meetings shall be in accordance with the Ralph M. Brown Act (Government Code Section 54950, et seq.).
- (d) **Quorum:** A quorum shall consist of a majority of the members of the CC/MAC, not counting vacant positions. Any action of the CC/MAC shall require affirmative votes of not less than a quorum, except less than a quorum may adjourn a meeting sine die or to a specified time and place.
- (e) **Duties:** The CC/MAC shall advise and recommend proposed action to The Board regarding such matters which relate to the area upon which such advice or recommendation is specifically requested by The Board. The CC/MAC shall not represent the community to any state, county, city, special district or school district, agency or commission, or any other organization on any matter unless specifically authorized by The Board to do so.
- (f) **Reports:** The CC/MAC may file a special report whenever the CC/MAC deems it appropriate, and shall file a report when requested to do so by The Board.
- (g) **Indebtedness:** The CC/MAC shall not be empowered to enter into any contract or otherwise incur any indebtedness in the name or on behalf of either itself, The Board, the County of Riverside or any officer, agent or employee thereof.
- (h) **Duration:** Should it be determined that the CC/MAC is no longer functioning consistent with Government Code Section 31010, the authority and procedures set forth in this policy or any subsequently adopted rules, resolutions, ordinances or laws, then a public hearing may be conducted by The Board to determine whether the CC/MAC should be dissolved. The Board, in its sole discretion, may dissolve the CC/MAC by resolution.

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11. Existing MAC/CC Policies:

In instances where existing by-laws or policies of MACs or Ccs may be inconsistent with Board Policy A-51, Board Policy A-51 is deemed to take precedence.

Reference:

Minute Order 3.5 dated 11/12/96
Minute Order 3.3 dated 8/12/97