

****AGENDA****

AMADOR LOCAL AGENCY FORMATION COMMISSION

**6:00 P.M. – THURSDAY, MARCH 19, 2015
810 COURT STREET, JACKSON
BOARD OF SUPERVISORS CHAMBERS**

Please Note: All LAFCO meetings are recorded. Anyone who wishes to address the Commission must speak from the podium and should print their name on the Meeting Speaker list, which is located on the podium.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the LAFCO staff, at (209) 418-9377, by e-mail to amador.lafco@gmail.com. Requests must be made as early as possible, and at least two full business days before the start of the meeting.

Meeting Materials are available for Public Review at the LAFCO desk, located at the County Planning Department, 810 Court Street, Jackson and may be posted on the Amador LAFCO website.

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF THE MINUTES OF JANUARY 15, 2015**
- 5. APPROVAL OF CLAIMS TO MARCH 19, 2015**
- 6. PUBLIC FORUM –PUBLIC COMMENT**

Any person may address the Commission on any subject within the jurisdiction of LAFCO which is not on the agenda. No action may be taken at this meeting. There is a five (5) minute limit.

- 7. SBRAGIA ANNEXATION TO RABB PARK COMMUNITY SERVICE DISTRICT (LAFCO PROJ. #283); RESOLUTION #2015-03; (Exempt from the requirements for notice and public hearing)**

Annexation of one parcel (APN 033-460-019) consistent with the district's sphere of influence. The parcel was historically thought to be within district boundaries, and service-related stand-by charges have been paid for years by the landowners. (CEQA: Section 15319(b), annexation of existing facilities and lots for exempt facilities.

- 8. ADOPTION OF THE PROPOSED BUDGET FOR FISCAL YEAR 2015-16 (Public Hearing)**

The Commission will consider the staff draft proposed budget, make any desired changes, direct staff to transmit the proposed budget to agencies and set the hearing for adoption of the final budget for May 21, 2014.

9. OTHER BUSINESS, REPORTS

- a. Correspondence
- b. Commissioner Announcements
- c. Executive Officer's Report
- d. Legislation Report (CALAFCO)
- e. Project Status Update

10. ADJOURNMENT

Note: The April LAFCO meeting is canceled. The next regular LAFCO meeting is planned for May 21, 2015.



Roseanne Chamberlain
Executive Officer

All persons are invited to testify and submit written comments to the Commission. If you challenge a LAFCO action in court you may be limited to issues raised at the public hearing or submitted as written comments prior to the close of the public hearing. All written materials received by staff 48 hours before the hearing will be distributed to the Commission. If you wish to submit written material at the hearing, please supply 10 copies.

NOTE: State law requires that a participant in LAFCO proceedings who has a financial interest in the decision and who has made a campaign contribution of more than \$390 to any Commissioner in the past year must disclose the contribution. If you are affected, please notify commission staff before the hearing.

PLEASE DO NOT REMOVE POSTING BEFORE:
March 20, 2015

AMADOR LAFCO



LOCAL AGENCY FORMATION COMMISSION

810 COURT STREET ♦ JACKSON, CA 95642 ♦ (209) 223-6380

DRAFT MINUTES

January 15, 2015

This meeting was available via live audio streaming and was digitally recorded.

DRAFT

1. Call to Order, Pledge of Allegiance & Roll Call

The January 15, 2015, meeting of the Amador Local Agency Formation Commission (LAFCO), held at the County Administration Center, 810 Court Street, Jackson, California, was called to order by Vice-chairman Vinciguerra at 5:20 p.m.

2. Roll Call

Members Present:

Jim Vinciguerra, Vice-chairman
Louis Boitano, County Member
Patrick Crew, City Member
Tim Murphy, City Member

Members Absent:

Byron Damiani, Public Alternate
Brian Oneto, County Alternate
Dominic Atlan, City Alternate

Staff Present:

Roseanne Chamberlain, Executive Officer
Nancy Mees, Clerk to the Commission

Staff Absent:

None.

3. Approval of Agenda for January 15, 2015

Motion: It was moved by Commissioner Crew, seconded by Commissioner Boitano, and carried unanimously to approve the agenda.

4. Approval of the Minutes of December 18, 2014

Motion: It was moved by Commissioner Boitano, seconded by Commissioner Crew, and carried unanimously to approve the Minutes for December 18, 2014, with two minor word changes in Item 14.

5. Approval of Claims for January 15, 2015

Motion: It was moved by Commissioner Boitano, seconded by Commissioner Crew, and carried unanimously to approve the Approval of Claims – Meeting Final, as submitted.

6. Public Forum – Public Comment

Audience member Ted Novelli introduced Pamela Miller, Executive Officer of CALAFCO.

7. **Resolution of Appreciation for Theodore F. Novelli; LAFCO Resolution No. 2015-01**

The Resolution was read into the record by Vice- Chairman Vinciguerra.

Motion: It was moved by Commissioner Boitano, seconded by Commissioner Crew, and carried unanimously to adopt the Resolution of Appreciation for Theodore F. Novelli.

Audience member Pamela Miller presented Mr. Novelli with a Certificate of Recognition from CALAFCO, and stated her appreciation of all his help during their mutual time working for CALAFCO. Mr. Novelli thanked the Commission and CALAFCO for allowing him to serve for so many years.

8. **Update and Adoption of the Sphere of Influence for the Rabb Park Community Service District; LAFCO Resolution #2015-02 (Public Hearing)**

Ms. Chamberlain explained that the Rabb Park Community Service District has restructured its rates, started a reserve fund, and is now functioning more efficiently. She therefore recommended adopting a coterminous sphere of influence with the addition of one parcel. That parcel is proposed to be annexed and has been paying standby charges for quite some time.

The Public Hearing was opened for questions or comments by Vice-chairman Vinciguerra. Mr. Novelli asked if Rabb Park knew of this parcel, and Ms. Chamberlain stated that they did and, in fact, had thought it was already in the district.

Motion: It was moved by Commissioner Boitano, seconded by Commissioner Murphy, and carried unanimously to close the Public Hearing.

Motion: Commissioner Crew moved to adopt Resolution 2015-02 and find that the project is exempt from the provisions of the California Environmental Quality Act pursuant to Section 15061(b)(3); and to direct staff to prepare a Notice of Exemption pursuant to the California Code regulations; seconded by Commissioner Boitano; and carried unanimously to approve.

9. **Comments on Amador County General Plan and General Plan Draft EIR**

Ms. Chamberlain summarized the General Plan and General Plan Draft EIR for the Commissioners and reviewed the comments she had written in the Comments Letter to be sent to the Amador County Planning Department

Ted Novelli, upcountry resident, commented that cities and counties need to negotiate together.

There was discussion among the Commission members and Ms. Chamberlain regarding the impact Alternative 2 might have on cities. The Commission determined that a statement should be added to the Comments to the effect that Alternative 2, especially the UR designation, as described in the Draft EIR may have serious fiscal and services impacts on cities, and, if so, they should be examined and addressed in some detail in the EIR. The Commission, agreed by consensus, directed Ms. Chamberlain to add this concern to the Comments Letter, along with some minor grammatical changes to the draft letter she had previously noted to the Commission.

10. **Election of Officers: Chairman & Vice-Chairman**

Motion: Vice-Chairman Vinciguerra nominated Commissioner Boitano for the position of Chairman; seconded by Commissioner Crew; unanimously carried. Commissioner Boitano abstained.

Motion: Commissioner Boitano nominated Commissioner Vinciguerra for the position of Vice-Chairman. It was seconded by Commissioner Crew, and carried unanimously to approve the nomination. Commissioner Vinciguerra abstained.

Commissioner Boitano then assumed the position of Chairman for the remainder of the meeting.

Commissioner Boitano then assumed the position of Chairman for the remainder of the meeting.

11. Designation of Signature Authority for 2015

Ms. Chamberlain stated that Mr. Novelli's signature authority would have to be replaced as he is no longer a commissioner. It is customary for the Chairman and Vice-Chairman to have authority along with one other Commissioner. Commissioner Boitano recommended that Commissioner Crew be the third signatory. There was full consensus by the commission for this choice.

12. Meeting Schedule for 2015

Ms. Chamberlain presented the proposed meeting schedule for 2015, noting that February and April were recommended to be cancelled.

Motion: Commissioner Murphy moved to adopt the calendar as presented, Commissioner Vinciguerra seconded, and the calendar was unanimously approved.

13. Other Business, Reports

- a. Correspondence – No items were received.
- b. Commissioner Announcements – **Motion:** Commissioner Crew made a motion that the Commission meetings start time be moved to 6:00 p.m. Commissioner Vinciguerra seconded the motion and it was unanimously carried.
- c. Executive Officer's Report – Ms. Chamberlain informed the Commission that LAFCO had now begun posting the entire meeting packet on the website.
- d. Budget/Accounting Reports – Were reviewed by the Commissioners.

14. ADJOURNMENT

The next regular meeting is scheduled for March 19, 2015.

Louis Boitano, Chairman
LOCAL AGENCY FORMATION COMMISSION

ATTEST: _____
Nancy Mees, Clerk to the Commission

APPROVAL OF CLAIMS - PACKET DRAFT

AGENDA OF March 19, 2015

APPROVAL OF CLAIMS TO

March 19, 2015

Agenda Item 5

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>INV.DATE</u>	<u>AMOUNT</u>
R Chamberlain Jan 13 to Mar 15	Consulting Services Labor Expense Total, includes ATT & Credit from Office Depot		estimate \$ 6,300.00 estimate \$ 900.00
Nancy Mees	Clerical & Admin to Feb25 ** Clerical & Admin to Mar 15		\$ 601.20 estimate \$ 75.00
Amador County Services	IT Services Dec-Feb		\$ 50.00
Ledger Dispatch	Notice for Mar 19, 2015		\$ 83.26
LAFCO Board	Meeting Stipends (Maximum of 5 @ \$50.00)		\$ 250.00
	TOTAL		\$ 8,259.46

** Note: Denotes any invoices paid prior to Commission Approval, per Policy 2.3.7

CHAIR:

Louis Boitano, Chariman

ATTEST:

Nancy Mees
CLERK TO THE COMMISSION

AGENDA ITEM # 7

TO: ALL COMMISSIONERS, ALTERNATES
FROM: ROSEANNE CHAMBERLAIN, EXECUTIVE OFFICER
SUBJECT: EXECUTIVE OFFICER'S REPORT AND RECOMMENDATION
**SBRAGIA ANNEXATION TO RABB PARK COMMUNITY SERVICE DISTRICT
(LAFCO PROJECT #283)**
DATE: MEETING OF MARCH 19, 2015

DESCRIPTION OF PROJECT

This proposal for annexation of APN 033-460-019 is made by petition of the landowners Edward G. Sbragia and Jane S. Sbragia. The proposal consists of annexation only and the petition has been signed by 100% of the landowners of the affected territory. The project is exempt from the requirements for notice and public hearing.

LOCATION

The area proposed for annexation is located 27185 Antelope Drive. It is adjacent and contiguous to the southeast corner of the Rabb Park CSD boundary at the end of Antelope Drive. Descriptive maps are attached.

PURPOSE

The proposal would annex one parcel to the district for the purpose of providing potable water to one single family residence, consistent with zoning and land use on the property.

BACKGROUND and LAND USE

The proposal area is a single residential parcel created in 1968. The land use designation is R-S (Residential Suburban). The zoning is R1-B3 Single Family Residential, 40,000 sq.ft. minimum) The landowners are entitled to construct a single family residence on the site and desire public water supply from Rabb Park CSD consistent with the stand-by charges for service paid to the district for water supply.

At some time in the past, with a different board of directors, the district formally accepted a request for annexation of the property and made a commitment to provide water service to the parcel from their near by water system. While there is no record of an annexation application in the LAFCO records, some district and county staff assumed that the annexation had occurred. Recent research confirmed that the parcel was outside district boundaries.

The district provides service to adjacent parcels and is able to serve this property. Because of the perception that the parcel was in the district boundaries and was paying stand-by charges the district has been planning to serve it on the same basis as any other vacant parcel within the boundaries.

Landowner-initiated annexations to any district requires a preliminary hearing, i.e. a hearing prior to proceedings on the proposal itself to formally announce the proposed annexation and allow the district an opportunity to object to the annexation for service or financial reasons. However, Government code section 56857e provides that this requirement is waived if the district has adopted a resolution supporting the proposal. Rabb Park CSD adopted such a resolution on May 6, 2014, and no pre-hearing is required.

PREVIOUS ANNEXATIONS

In researching the boundary of the district, LAFCO staff found that at least two annexations completed and recorded by LAFCO do not appear to have been added to the State Board of Equalization tax rate areas, although they are included in the county assessor tax rate areas. Of particular importance is Rabb Park Unit 3 annexation, which allows contiguity for annexation of this parcel. It appears that the annexation may have been submitted. The second annexation file notes that it was not necessary to submit it to BoE. Staff intends to follow up with the Board of Equalization to determine the status and options for amending their maps.

CEQA

Staff has reviewed the proposal and found the annexation to be exempt under Section 15319(b), annexation of existing facilities and lots for exempt facilities.

SUMMARY OF STATUTORY AND POLICY CONSIDERATIONS

Government Code §56668 and LAFCO Policies require that the review of a proposal shall consider the factors listed below. The condensed review is presented below for the commission’s consideration.

<i>FACTOR TO CONSIDER</i>	<i>POLICY/STATUTE CONSISTENCY</i>	<i>COMMENT</i>
<i>1. NEED FOR SERVICES, FUTURE NEEDS</i>	Consistent	Water supply for one home, consistent with entitlements
<i>2. ABILITY TO SERVE, TIMING, CONDITIONS</i>	Consistent	Longstanding plan for district water consistent with stand-by charges being paid.
<i>3. WATER SUPPLY</i>	Consistent	RPCSD capacity is adequate and landowner fees paid
<i>4. SERVICE ALTERNATIVES</i>	Consistent	RPCSD water, no other feasible public water supply

5. <i>SERVICE IMPACTS</i>	Consistent	No negative impacts noted; recent RPCSD operational efficiencies noted in MSR
6. <i>COORDINATION OF APPLICATIONS</i>	Consistent	N/A; district annexation only
7. <i>COST/ADEQUACY OF SERVICES, FACILITIES</i>	Consistent	Distribution infrastructure in place; system connection only
8. <i>EFFECT IN AREA AND ADJACENT AREAS</i>	Consistent	No changes anticipated; no significant effects noted
9. <i>ALTERNATIVES, COST & ADEQUACY</i>	Consistent	No feasible alternatives, RPCSD rates/assessments appear adequate based on MSR findings
10. <i>SUFFICIENCY OF REVENUES, A.V.</i>	Consistent	Assessment/rates revenues appear sufficient; No property tax shift
11. <i>"BEST INTEREST"</i>	Consistent	Adds parcel thought to be within district boundaries
12. <i>BOUNDARIES: LOGICAL, CONTIGUOUS</i>	Consistent	Follows parcel line
13. <i>TOPOGRAPHY</i>	Consistent	No significant topographic features
14. <i>SPHERES OF INFLUENCE</i>	Consistent	Within SOI (updated 2015)
15. <i>EFFECT ON ADJACENT AREAS, COMMUNITIES</i>	Consistent	No change anticipated; no significant untoward effects
16. <i>COMMENTS FROM LANDOWNER OR OWNERS</i>	Consistent	100% landowner consent; none received
17. <i>EFFECT ON OTHER COMMUNITY SERVICES</i>	Consistent	None; no change anticipated
18. <i>OTHER AGENCY COMMENTS, OBJECTIONS</i>	Consistent	No substantive comments received to date
19. <i>FAIR SHARE OF REGIONAL HOUSING</i>	Consistent	No change or effect anticipated
20. <i>LAND USE, ZONING DESIGNATIONS</i>	Consistent	R-S (Residential Suburban). R1-B3 Single Family Residential, 40,000 sq.ft. min.)
21. <i>POPULATION</i>	Consistent	Future growth consistent with entitlements and zoning
22. <i>CONSISTENCY WITH GENERAL PLANS, SPECIFIC PLANS, ZONING</i>	Consistent	No change anticipated; one home to be constructed
23. <i>AGRICULTURE LANDS AND OPEN SPACE LANDS</i>	Consistent	No change; no adjacent agriculture; no effect on agriculture
24. <i>ENVIRONMENTAL JUSTICE</i>	Consistent	No effect noted; no change

DETERMINATIONS

The Commission should review the factors summarized above, then make its own determinations regarding the project. Staff recommends the following determinations based on project research, state law and local policies:

1. The subject territory is “uninhabited” per Government Code §54046. Application for this reorganization is made subject to Government Code §56650 et. seq. by petition of landowner. All landowners (100%) have consented to the reorganization.
2. The territory proposed for annexation is within the Sphere of Influence of the Rabb Park Community Service District, and is contiguous to the existing boundary.
3. The boundaries are definite and certain and conform to lines of ownership and parcel lines.
4. The annexation will provide a logical and orderly boundary.
5. The annexation will not result in negative impacts to the cost and adequacy of service otherwise provided in the area, and is in the best interests of the affected area.
6. The annexation will not have an adverse effect on agriculture and open space lands, will not have an adverse effect on environmental justice, and will not affect the county’s ability to achieve its fair share of the regional housing needs.
7. The annexation is found to be exempt under Section 15319(b), annexation of lots containing existing facilities and lots for exempt facilities.

RECOMMENDATIONS

Staff recommends that the Commission take the following actions:

1. Adopt Resolution #2015-03, making determinations, adding conditions and approving the Sbragia Annexation to the Rabb Park Community Services District.
2. Direct the Executive Officer to prepare a Notice of Exemption pursuant to Title 14, Article 19, Class 19 of the California Code of Regulations.
3. Waive the Conducting Authority proceedings in compliance with Resolution #2015-03, and Government Code Section 57000 et. seq.
4. Direct the executive officer to complete the necessary filings and transmittals as required by statute and policy.

Attachments:

- Resolution 2015-03
- Exhibit A – Descriptive Maps (final map to follow approval)
- Exhibit B – Conditions
- Notice of Exemption

AMADOR LAFCO
LOCAL AGENCY FORMATION COMMISSION



LAFCO RESOLUTION NO. 2015-03

**RESOLUTION MAKING DETERMINATIONS AND APPROVING THE
SBRAGIA ANNEXATION TO RABB PARK CSD
(LAFCO PROJECT #283)**

WHEREAS, a petition making application for the proposed annexation of certain territory in the County of Amador was heretofore filed with the Executive Officer of this Local Agency Formation Commission pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act, commencing with Section §56000, et seq. of the Government Code; and

WHEREAS, the Executive Officer has examined the petition, certified the signatures as adequate, certified that it is complete and has accepted the proposal for filing; and

WHEREAS, the Executive Officer, pursuant to Government Code §56665 has reviewed this proposal and prepared a report including her recommendations, and has furnished a copy of this report to each person entitled to a copy; and

WHEREAS, the proposal is exempt from the requirements for notice and hearing pursuant to Government Code §56663, because it consists of annexations and detachments only, and 100% of landowners owning 100% of the land have given their written consent to the proposal; and

WHEREAS, LAFCO, as lead agency has reviewed the project and finds that it is categorically exempt from the provisions of the California Environmental Quality Act (CEQA), under Section 15319(b) of the California Code of Regulations and consisting of annexation of lots containing existing facilities and lots for exempt facilities; and

WHEREAS, the Commission has received, heard, discussed and considered all oral and written information related to the proposal, including but not limited to comments and objections, the Executive Officer's report and recommendation, the environmental review, the Municipal Service Review of 2014, plans for providing service, spheres of influence and applicable General and development plans;

WHEREAS, the Commission does hereby make the following determinations regarding the proposal:

1. The subject territory is "uninhabited" per Government Code §54046. Application for this annexation is made subject to Government Code §56650 et. seq. by Edward and Jane Sbragia as landowners.
2. All landowners (100%) have consented to the annexation.
3. The boundaries of the annexation are definite and certain and conform to lines of ownership and parcel lines.

 **DRAFT**

The foregoing resolution was duly passed and adopted by the Local Agency Formation Commission of the County of Amador at a regular meeting thereof, held on the 19th day of March, 2015, by the following vote:

AYES:

NOES:

ABSENT:

Presiding Officer
Louis Boitano, Chairman

ATTEST:

Nancy Mees, Clerk to the Commission
Amador Local Agency Formation Commission
Amador County, California

Attachments: Exhibit A – Map and Legal Description
Exhibit B – Terms and Conditions

AMADOR LAFCO

LOCAL AGENCY FORMATION COMMISSION

 DRAFT

EXHIBIT B TO LAFCO RESOLUTION NO. 2015-03 CONDITIONS OF APPROVAL



SBRAGIA ANNEXATION TO RABB PARK CSD (LAFCO PROJECT #283)

1. Upon and after the effective date of said reorganization, the affected territory, all inhabitants within such territory, and all persons entitled to vote by reasons of residing or owning land within the territory:
 - a) Shall be subject to the jurisdiction of the Rabb Park Community Services District.
 - b) Shall have the same rights and duties as if the affected territory has been a part of the district upon its original formation;
 - c) Shall be liable for the payment of any authorized or existing taxes, fees, assessments and any bonded indebtedness of the district, including amounts which shall become due on account of any outstanding or then authorized but thereafter issued obligations of the districts;
 - d) Shall be subject to the collection of all taxes, assessments, service charges, rentals or rates as may be necessary to provide for such payment;
 - e) Shall be subject to all of the rules, regulations, ordinances of the district as now existing or hereafter amended.

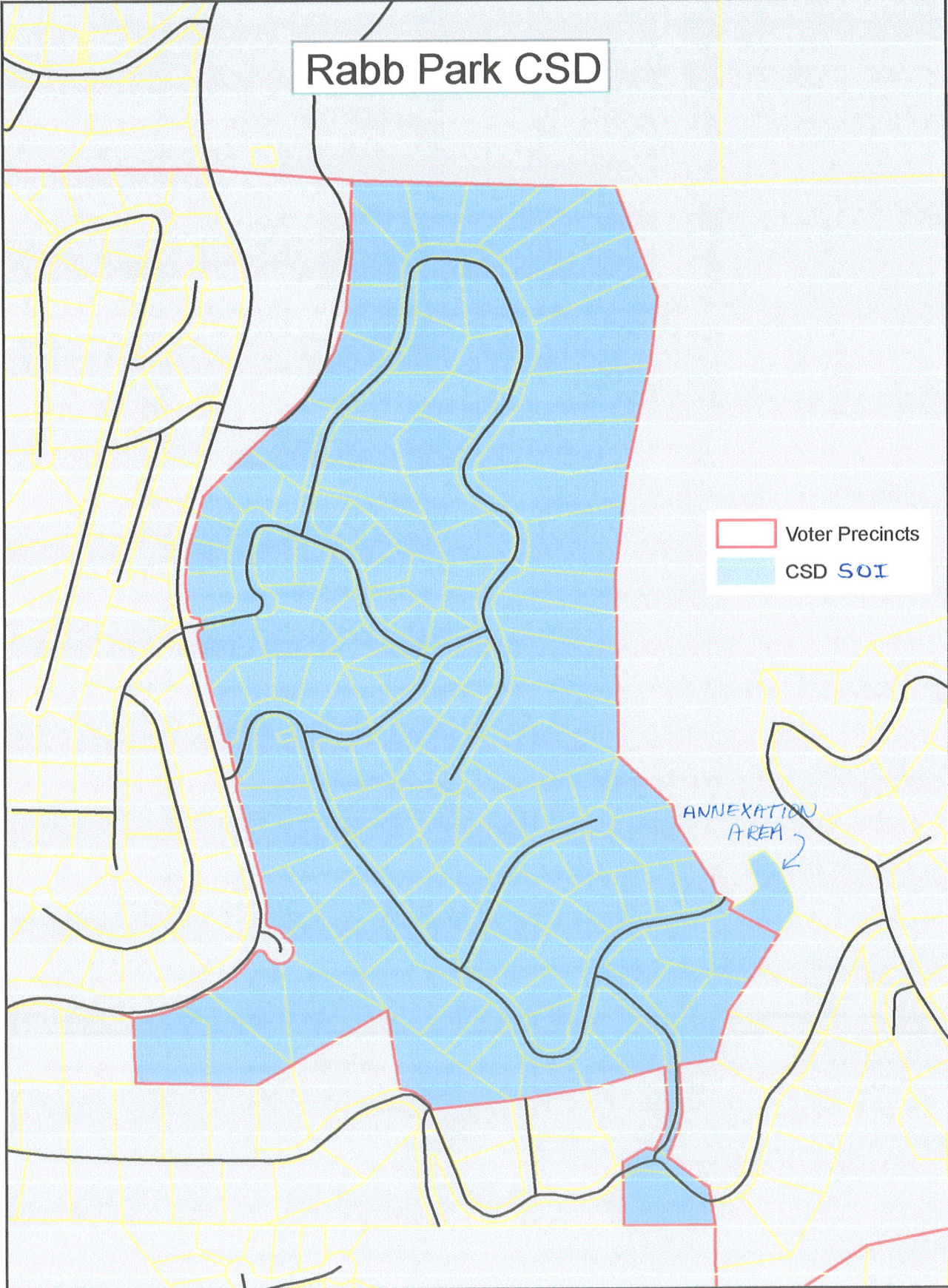
2. The applicant shall complete all map and legal description requirements for final recording and filing, including documents required by the State Board of Equalization, within 180 days of the adoption of this resolution.

3. The Certificate of Completion shall be issued and recorded subsequent to final payment by the applicant of all LAFCO fees, costs and charges associated with the project and necessary to complete the required filings and transmittals.

Rabb Park CSD

-  Voter Precincts
-  CSD SOI

ANNEXATION
AREA



AMADOR LAFCO
LOCAL AGENCY FORMATION COMMISSION

Notice of Exemption

TO: _____ Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814
 County Clerk
County of Amador

FROM: Public Agency:
Amador LAFCO
810 Court Street, Jackson, 95642

Project Title: Sbragia Annexation to the Rabb Park CSD

Applicant: Edward G. Sbragia and Jane S. Sbragia

Project Location - Specific: 27185 Antelope Drive in the Pioneer Area

Project Location - City: NA **Project Location - County:** Amador

Description of Project: Annexation of a single residential parcel for a single water service connection to allow construction of a single family home as entitled by zoning and land use designations.

Name of Public Agency Approving Project: Amador LAFCO

Name of Person or Agency Carrying out Project: Amador LAFCO

Exempt Status: (check one)

- Categorical Exemption. State type and selection number: 15319**
Statutory Exemptions. State code number:

Reasons why project is exempt: annexation of existing facilities and lots for exempt facilities

Lead Agency Contact Person: Roseanne Chamberlain , Executive Officer (209) 418-9377

If filed by applicant: NA

1. Attach certified document of exemption finding.
2. Has a notice of exemption been filed by the public agency approving the project? Yes No

Signature: _____

Date: 3-19-15 Title: Executive Officer

Signed by Lead Agency Date received for filing at OPR: _____
 Signed by Applicant

POSTED ON:

AGENDA ITEM # 8

TO: ALL COMMISSIONERS, ALTERNATES
FROM: ROSEANNE CHAMBERLAIN, EXECUTIVE OFFICER
SUBJECT: PROPOSED FISCAL YEAR BUDGET 2014-15 PURSUANT TO GOVERNMENT CODE §56381
DATE: MEETING OF MARCH 19, 2015

BACKGROUND & SUMMARY:

Government Code §56381 provides that the Commission shall annually adopt a proposed budget at a public hearing no later than May 1. The proposed budget is then transmitted to the county, cities, districts and others. The statutes specify that the final budget shall be no less than the previous year unless the Commission makes certain findings. The staff recommended proposed budget for 2015-16 is slightly less than the previous year's budget appropriation.

LAFCO's Fund Balance of \$61,732 will again significantly reduce agency contributions. Staff recommends that \$50,000 be carried forward to reduce agency payments. This equals last year's use of fund balance. Staff recommends \$11,732 be carried as a general reserve. Last year about \$17,000 was held as general reserve. The Proposed Budget will reduce agency cost share of LAFCO by \$1,799 compared to last year.

Proposed Budget includes the following work plan:

- Continue to process applications expediently and accurately
- Continue to adopt, update and/or affirm the spheres of influence for all agencies
- Complete boundary research and verification for all agencies
- Update the LAFCO website to enhance public access and reduce staff time for public inquiries
- Increase the use of trained clerical staff to decrease cost of the Executive Officer
- Establish written procedures for most LAFCO processes, i.e. budget, claims annexations, notice, meetings, etc.
- Continue to purge and organize records as time is available
- Continue to assist special districts and others with operational and organizational information on a limited basis

The budget provides funding for 11 LAFCO meetings. At least one meeting will be cancelled, likely during the holidays. It will allow 3 commissioners and staff to attend the annual conference in Sacramento (September 2-4). Limited legal services are funded.

REVENUES AVAILABLE AND FUND BALANCES:

The year-end fund balance calculations are attached and are based on account balances as of February 27, 2015.

The fund balance reflects all LAFCO accounts, but the reserves held for legal defense are not included as an available funding source for next year. This includes the LAFCO general fund and LAFCO Projects fund (current and prior fee revenue). The revenues in the General Fund and the Project Fees fund are available for LAFCO to appropriate into next year's budget. The legal defense funds are a reserved fund to assist us with legal challenges. The total available for appropriation from fund balance amounts is **\$61,732**.

The staff proposed budget allocates the fund balance based on policy direction given in past years as follows:

- Minimize the agencies' cost share
- Continue to provide for a small general reserve to help even out the cities' and county's cost for LAFCO over future years
- Provide for operating contingencies and general reserve for emergencies or extraordinary work
- Augment the Legal Defense Fund (101738) with \$10K, the same amount as last year, to bring the total from \$40K to \$50K
- Allow five persons, commissioners and staff, to attend the CALAFCO annual conference for training.

The budget does not separately fund the possibility of a low cost long range planning session for the commission, although this session may be feasible in a future year.

PLANNED BUDGET SCHEDULE:

The LAFCO budget process has 4 steps: adoption of a proposed budget, distribution to agencies, second hearing for adoption of final budget, formal transmittal of final budget to the agencies and to the Auditor for apportionment. Unless the Commission directs otherwise, I will follow the successful process used each year since 2007, as shown below.

- Adoption of the proposed budget on March 19th
- Mailing proposed budget to agencies the week of March 30th; post to Web site
- Follow up and review by the cities, counties, public
- Workshop, if needed, and adoption of the final budget May 21st, regular meeting
- Transmittal to Auditor and Agencies week of May 26st

Staff recommends the schedule above in order to allow the maximum time for local agencies to respond and comment. In addition it will allow agencies to plan for LAFCO expense in their own budgets.

EXECUTIVE OFFICER'S RECOMMENDATIONS:

1. Review, make any desired changes, and approve a Proposed Budget for Fiscal Year 2015-16
2. Approve the proposed work plan and give additional direction to staff as needed.
3. Direct staff to transmit the budget materials to cities, districts and others as specified in Government Code Section 56381.
4. Direct staff to schedule adoption of the final budget on May 15th.

Attachments: Staff Draft Proposed Budget
Calculation of Projected Fund Balance

Amador LAFCO - Draft Proposed Budget FY 2015-16 Agenda of March 19, 2015

Budget Code	Expense Category	Approved 14-15	Proposed 15-16	Difference
Revenues				from Prior Year
44100	Interest	\$400	\$600	\$200.00
46930	Project Fees	\$25,000	\$25,000	\$0.00
47890	Misc Fees	\$0	\$0	\$0.00
	From General Fund Balance	\$50,000.00	\$50,000.00	\$0.00
Subtotal Non-Agency Revenues		\$75,400	\$75,600	\$200.00
45640	Agency Cost Share	\$64,177	\$62,378	-\$1,799.00
Revenue Subtotal		\$139,577	\$137,978	-\$1,599.00
Operating Expense				
50310	FICA (stipends)	\$185.00	\$100.00	-\$85.00
50400	Emp Insurance	\$20.00	\$85.00	\$65.00
51200	Communications	\$780.00	\$600.00	-\$180.00
51504	Insurance	\$3,200.00	\$3,350.00	\$150.00
52000	Membership	\$769	\$800	\$31.00
52200	Office Expense (total)	\$950	\$950	\$0.00
	Postage	240	140	\$100.00
	Supplies	280	280	\$0.00
	Printing/copies 52205	380	480	-\$100.00
	Publications, Ref Maps	50	50	\$0.00
52300	Prof & Spec Serv Total	\$107,050	\$103,550	-\$3,500.00
	Legal Defense Reserve	10,000	see below	
	Legal Services	10,000	10,000	\$0.00
	Executive Officer	45,500	45,500	\$0.00
	Project Support	25,000	25,000	\$0.00
	Clerical/Support	4,000	6,300	\$2,300.00
	Meeting Exp/Stipend	2,750	2,750	\$0.00
	Audit	4,000	4,000	\$0.00
	Web Maintenance	500	added to clerical sup	
	Web Development	800	added to clerical sup	
	GIS, mapping	3,000	8,000	\$5,000.00
	Other County Services	2,000	2,000	\$0.00
101738	Legal Defense Reserve	\$10,000.00	\$10,000.00	0
52400	Public Notice	\$550	\$750	\$200.00
52900	Mileage/travel	\$3,500	\$2,000	-\$1,500.00
52910	Conference/Meetings	\$3,500	\$3,000	-\$500.00
	Conference Travel	\$2,000	\$250	-\$1,750.00
Operating Expense Sub-total		\$ 122,504.00	\$125,435	\$2,931.00
59500	Operating Contingency	\$12,250	\$12,543	
Total Budget Appropriation		\$139,577	\$137,978	\$1,599.00

Amador LAFCO - Fund Balance Projection
FY 2014-15 for FY 2015-16 Budget
Actuals As of February 27, 2015

Budget Code	Expense Category	Budget 2014-15	Actual rev/exp as of 2/27/15	Projected Total rev/exp to year end	Projected Year End/Difference from Budget	Projected Add'l cost/revenue
Revenues						
44100	Interest	\$400	\$352	\$652	-\$252	\$300
46930	Project Fees	\$25,000	\$888	\$1,888	\$23,112	\$1,000
	From Fund Balance	\$50,000	\$50,000	\$50,000	\$0	\$0
Subtotal Non-Agency Revenues		\$75,400	\$51,240	\$52,540	\$22,860	
45640	Agency Cost Share	\$64,177	\$32,088	\$64,176	\$1	\$32,088
Revenue Subtotal		\$139,577	\$83,328	\$116,716	\$22,861.00	\$33,388.00
Operating Expense						
50100	Salaries	\$0.00	\$9.19	\$9.19	-\$9.19	0
50310	FICA (stipends)	\$185.00	\$18.56	\$67.00	\$118.00	\$48.44
50400	Emp Insurance	\$20.00	\$42.66	\$84.00	-\$64.00	\$41.34
51200	Communications	\$780.00	\$284.87	\$550.00	\$230.00	\$265.13
51504	Liability Insurance	\$3,200.00	\$3,323.68	\$3,323.68	-\$123.68	\$0.00
52000	Membership	\$769	\$0	\$785	-\$16.00	\$785
52200	Office Expense	\$950	\$900	\$1,000	-\$50.00	\$100
52300	Prof & Spec Serv Total	\$107,050	\$23,347	\$58,000	\$49,050.00	\$34,653
	Legal Defense Reserve			\$10,000	\$10,000.00	\$10,000
52400	Public Notice	\$550	\$347	\$650	-\$100	\$303
52900	Mileage/travel	\$3,500	\$755	\$1,800	\$1,700.00	\$1,045
52910	Conference/Meetings	\$5,500	\$1,901	\$3,800	\$1,700	\$1,899
Operating Expense Sub-total		\$122,505	\$30,929	\$80,069	\$62,435.13	
59500	Operating Contingency	\$12,250	\$0	\$0	\$12,250	\$0
Expense Subtotals		\$134,755	\$30,929	\$80,069	\$74,685.13	\$49,139.95

Projected Actual Revenues	\$116,716
Less Projected Actual Expenses	\$80,069
Projected Fund Balance/Budget Only	\$36,647

Fund Balance/Balance Sheet By Fund as of 2/27/15		
101739	LAFCO General Fund	\$34,391
101737	LAFCO Project Fund	\$43,093
	Plus Revenue (Fee, Interest, Co Cost Share)	\$33,388
	Less Projected Add'l Expenses to year end	-\$49,140
Projected Fund Balance Both Accounts		\$61,732

101738	Legal Defense Fund	\$40,484
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With this amendment, the Board approved the recommendation to Sponsor this legislation and directed CALAFCO staff to secure an author for either the 2015 (preferably) or 2016 year and begin stakeholder outreach. The legislation is proposed to amend GC §6503.6 and add §6503.8 to have those JPAs that include a public agency file their agreements with LAFCo.

- ◆ The Board also received an update that the working group focusing on amending the Protest Provisions was in the process of seeking their second round of feedback from Executive Officers and LAFCo Legal Counsel and that the full proposal will be brought to the Board in May for consideration.

CALAFCO Legislative Update

The CALAFCO Legislative Committee began meeting regularly in November 2014 for the 2015 legislative year. In addition to the Board prescribed priorities noted above, the Committee is working on CALAFCO's annual Omnibus bill. This year there is an unprecedented number of legislators with two years or less of state-level experience (it is estimated that 72 of the 120 fall into this category) due to term limits. A new Speaker of the House and Senate President pro Tem translated into a bevy of committee assignment shake-ups. The two committees that CALAFCO works closest with both have new Chairs and Vice Chairs as follows: Assembly Local Government Committee (ALGC) Chair is Brian Maienschein (R) and Vice Chair is Lorena Gonzalez (D), and the Senate Governance & Finance (SG&FC) Committee Chair is Robert Hertzberg (D) and Vice Chair is Janet Nguyen (R) – all four of whom represent the southern part of the state.



The last day to introduce bills was February 27. To date, 2,411 bills have been introduced. CALAFCO's Executive Director (Pamela Miller) and Board Chair (John Leopold) spent two days in late January meeting with various legislators and/or their key staff including Senators Nguyen, Monning, Pavley, and Bates, and Assemblymembers Maienschein, Baker, Dodd, and Gonzalez. Since that time, CALAFCO's Executive Director has continued to meet with various legislators on both the ALGC and SG&FC.

CALAFCO is tracking a number of bills and to date has taken a position on one bill. A summary of the primary bills being tracked follows. A full detailed legislative tracking report can be found on the CALAFCO website in the Members Only section.

CALAFCO Top Tracked Bills:

- ◆ **AB 402** (Dodd) Service Extensions. (*CALAFCO Watch*) As written, this bill makes changes to GC §56133 relating to expanding LAFCo's existing authority to approve new and extended services beyond agencies' spheres of influence inclusive of public health and safety threats, only if LAFCo can make certain findings. CALAFCO previously considered (over an extensive period of time) amending GC §56133, and twice (in 2012 and again in 2014) the CALAFCO Board of Directors ultimately decided not to pursue those amendments. This is not a CALAFCO sponsored bill. Assembly member Dodd is a former Napa LAFCo Commissioner. The Leg Committee will consider a position at the March 20 meeting.
- ◆ **AB 448** (Brown) VLF. (*CALAFCO Watch*) This bill is identical to AB 1521 (Fox) from 2014 which passed the legislature unanimously but was vetoed by the Governor. The Leg Committee will consider a position at the March 20 meeting.
- ◆ **AB 851** (Mayes) Disincorporations. (*CALAFCO Sponsor*) This bill cleans up various provisions that have to do with the disincorporation process.
- ◆ **SB 25** (Roth) VLF. (*CALAFCO Support*) This bill is identical to SB 69 (Roth, 2014) that was passed unanimously by the legislature and vetoed by the Governor.
- ◆ **SB 239** (Hertzberg) Service Extensions. (*CALAFCO Watch*) This was introduced as a spot bill relating to GC §56133. Not much is known about the author's intent for this bill. However, we do know that the sponsor is the California Professional Firefighter's Association. CALAFCO is watching the bill very closely and waiting to hear from the author's office. The Leg Committee will consider a position at the March 20 meeting should the bill be amended by then.
- ◆ **AB 3** (Williams) Isla Vista CSD. (*CALAFCO Watch*) As introduced, this bill gives legislative authority for the creation of the Isla Vista CSD. This authority would completely bypass the LAFCo process in the creation of this special district. CALAFCO sent a letter of concern to the author in December.
- ◆ **SB 272** (Hertzberg) Public Records Act, local agencies inventory. (*CALAFCO Watch*) As written, this bill requires all local agencies (including LAFCo) to conduct an inventory of all data gathered by the agency that includes (1) what the data is; (2) who collects it; and (3) the frequency with which it is collected. This bill is an unfunded mandate on public agencies. The Leg Committee will consider a position at the March 20 meeting.



Amador LAFCO Project Status Summary
Date: March 19, 2015

Project Number	Project Name	Subject Agency	Location	Size	Description	Status and Notes
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283	Shraglia Annexation to Rabb Park CSD	Rabb Park CSD	Pioneer	.83 acres	water service for construction of SFR	Meeting Mar 19, 2015
pre-App	Fire District Reorganization	AFPD	under consideration		one or more district consolidation, etc.	Discussion for possible changes of organization

Approved Projects

274	Rapini Annexation to PGCS D (Pine Grove Bluffs)	PGCS D	Ridge Rd	43.7	Reso #2014-01	complete, filed with Board of Equalization
275	Affirm, Determine & Validate Boundaries	Ione Memorial District	whole district		Reso #2014-03	complete, filed with Board of Equalization
276	Affirm, Determine & Validate Boundaries	Township 2 Cemetery District	whole district		Reso #2014-04	complete, filed with Board of Equalization
278	Reorganization CSA#8	CSA #8	Carbondale	44 ac	BLA, County property	Approved July 17, 2014, pending map changes

Inactive Projects

pre-App	Q-Ranch	City of Ione				Unknown, inactive at City of Ione; Land Use approvals needed & SOI amendment, BLA reviewed
pre-App	Gold Rush Ranch	City of Sutter Creek	South East of SC, off Ridge Rd.		Planned Residential Development	Inactive; Pending Pending Litigation and Application; No SOI amendment needed
pre-App	City Owned Property	Sutter Creek	West of City, Highway 49		Open Space, Trail	Inactive; Pre-App conference, no documents received yet
Pre-App	Service Connections	PGCS D	various	unknown	parcels with service extended	Pending district application, originally planned to annex with Rapini #274