

# **\*\*AGENDA\*\***

## **AMADOR LOCAL AGENCY FORMATION COMMISSION**

**6:00 P.M. – THURSDAY MAY 19, 2016  
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](mailto:amador.lafco@gmail.com). Requests must be made as early as possible, and at least two 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 also 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 MAY 19, 2016**
- 5. APPROVAL OF CLAIMS TO MAY 19, 2016**
- 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. ADOPTION OF THE FINAL BUDGET FOR FISCAL YEAR 2016-17;  
LAFCO RESOLUTION 2016-06 (Public Hearing)**

The Commission will consider the draft final budget, make any desired changes, direct staff to transmit the final budget to agencies as required by Government Code Section 56381.

- 8. LEGISLATION REPORT**

Review and discussion of pending legislation. The commission may take a position in support or opposition to bills currently pending before the legislature.

## **9. OTHER BUSINESS, REPORTS**

- a. Correspondence
- b. Commissioner Announcements
- c. Executive Officer's Report
- d. Budget Reports (in the review binder at the dais)
- e. Project Status Report

## **10. ADJOURNMENT**

Note: The next regular LAFCO meeting is planned for June 16, 2016.

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:  
May 20, 2016**

# AMADOR LAFCO



## LOCAL AGENCY FORMATION COMMISSION

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

### MINUTES

April 21, 2016

 **DRAFT**

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

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

The April 21, 2016, 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 6:00 p.m.

#### 2. Roll Call

##### Members Present:

Louis Boitano, Chairman (left the meeting as it began)  
Jim Vinciguerra, Vice-Chairman  
Patrick Crew, City Member  
Tim Murphy, City Member  
Brian Oneto, County Member (arrived at 6:05 p.m.)

##### Staff Present:

Roseanne Chamberlain, Executive Officer  
Nancy Mees, Clerk to the Commission  
William Chamberlain, Legal Counsel

#### 3. Approval of Agenda for April 21, 2016

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

#### 4. Approval of the Minutes of January 21, 2016

**Motion:** It was moved by Commissioner Crew, seconded by Commissioner Murphy, and carried unanimously to approve the Minutes for January 21, 2016.

#### 5. Approval of Claims to April 21, 2016

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

#### 6. Public Forum – Public Comment

There were no comments.

7. **Wastewater Treatment Plant Reorganization to City of Jackson; LAFCO Project #288; Resolution #2016-05.**

Executive Officer Chamberlain gave a brief review of the staff report for this proposal and the Resolution. She explained that this project approves a boundary change that historically was thought to be within the city of Jackson. The reorganization meets the requirements for exemption from notice and public hearing.

Two representatives of the City of Jackson were present: Mike Daley, City Manager, and Susan Peters, City Planner.

**Motion:** It was moved by Commissioner Murphy, seconded by Commissioner Crew, and carried unanimously to approve Resolution #2016-05, accepting all recommended findings and determinations, and directing staff to prepare all documents necessary.

8. **Adoption of the Proposed Budget for Fiscal Year 2016-17.**

Executive Officer Chamberlain reviewed the spreadsheets in the meeting packet. She reported that the fund balance was determined conservatively and that spending for the 2016-17 fiscal year should be slightly less than last fiscal year. She also noted that, as in last year's budget, she wished to keep the cities and county cost shares at a reasonable amount and to transfer another \$10,000 into the legal defense reserve.

Commissioner Murphy commended the Executive Officer for her ability to operate Amador LAFCO frugally, yet still accomplish all that is required to be done.

Vice Chairman Vinciguerra opened the Public Hearing. No one was present.

**Motion:** It was moved by Commissioner Murphy, seconded by Commissioner Crew, and carried unanimously to approve the Proposed Budget for Fiscal Year 2016-17 as submitted.

9. **Amador LAFCO Audit Report, June 30, 2015.**

Executive Officer Chamberlain summarized the Audit Report by stating that it said the finances and financial procedures of Amador LAFCO looked good and no problems were found. The firm employed for the audit, Gallina LLP, is the same firm the county uses. Because they are familiar with Amador County record-keeping, the firm was able to spend less time on the LAFCO audit, thereby keeping the cost down.

**Motion:** It was moved by Commissioner Oneto, seconded by Commissioner Murphy, and carried unanimously to receive and file the Audit Report for Fiscal Year 2014-2015.

10. **Other Business, Reports**

- a. Correspondence – an email from the Jackson Rancheria stating that they wished to withdraw their request for annexation of property on French Bar Road into the City of Jackson. Executive Officer Chamberlain reported that all the fees they had accrued for the work already performed by LAFCO have been paid in full.
- b. Commissioner Announcements – none.

- c. Executive Officer's Report – Executive Officer Chamberlain reported that LAFCO is working with the ACTC GIS planner to verify and correct boundary lines for the various cities in order to correct the county's census maps. This LAFCO GIS map layer will also be able to interact with other county agencies and will have a link on the website that will be accessible to anyone who needs to see them.

LAFCO is also working on: 1) Pine Grove CSD parcel research; 2) assistance on the possible Joint Powers Authority Agreement between Jackson Valley Irrigation District, Amador Water Agency, and Amador County concerning the Consumnes River groundwater basin; 3) assisting the new General Manager of River Pines PUD in her efforts to clean up their records, and in handling an unapproved extension of service into El Dorado County that has already occurred; 4) assisting the Plymouth City Manager who is investigating water rights in the Shenandoah Valley; 5) helping Lone Public Works to determine the boundary lines of various roads along the city's perimeter; and 6) determining the Sphere of Influence for Jackson Valley Fire Protection District, which has not been done before but is probably coterminous with its boundaries.

- d. Budget Reports – in binder, provided at the dais
- e. Legislation Update – Executive Officer Chamberlain had intended to give one, but due to how quickly certain bills are being revised at the moment, it is too difficult to say what the bills will finally say. A report will be provided at the next meeting.

## 11. Adjournment

The next regular LAFCO meeting is scheduled for May 19, 2016.

Vice Chairman Vinciguerra adjourned the meeting at 6:30 p.m.

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Jim Vinciguerra, Vice Chairman  
LOCAL AGENCY FORMATION COMMISSION

ATTEST: \_\_\_\_\_  
Nancy Mees, Clerk to the Commission

# APPROVAL OF CLAIMS - PACKET DRAFT

AGENDA OF May 19, 2016

APPROVAL OF CLAIMS TO

May 19, 2016

Agenda Item 5

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>INV.DATE</u>	<u>AMOUNT</u>
<b>R Chamberlain</b> 4/21/16-5/17/16	Consulting Services Labor Expense Total, includes ATT		estimate \$ 5,040.00 estimate \$ 300.00
<b>Nancy Mees</b> 4/21/16-5/17/16	Clerical & Admin		estimate \$ 650.00
<b>William Chamberlain</b>	Legal Consulting Services Labor		estimate \$ -
<b>Ledger Dispatch</b>	Notice for May 19, 2016		\$ 83.26
<b>Gallina LLP</b>	Audit Services 2015		\$ 3,500.00
<b>George Allen</b>	Map researching		estimate \$ 500.00
<b>CALAFCO</b>	Dues for 2016		\$ 880.00
<b>Amador County Services</b>	Photocopy charges Aug 2015-March 2016		\$56.24
<b>LAFCO Board</b>	Meeting Stipends (Maximum of 5 @ \$50.00)		\$ 250.00
<b>TOTAL</b>			\$ 11,259.50

\*\* 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

## LOCAL AGENCY FORMATION COMMISSION

### RESOLUTION ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2016-17 LAFCO RESOLUTION NUMBER 2016-06

**WHEREAS**, Government Code §56381 specifies the Commission shall adopt, following a noticed public hearing, a proposed budget by May 1, and a final budget by June 15; and

**WHEREAS**, the proposed budget was adopted on May 19, 2016, and transmitted to all parties specified in Government Code §56381(a), and a hearing for agencies and the public on the budget was held on May 19, 2016, and

**WHEREAS**, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of the final budget and upon the date, time and place specified in said notice of hearing, the Commission heard, discussed and considered all oral and written testimony submitted including, but not limited to, work plans and priorities for 2016-17 and the Executive Officer's report and recommendation; and

**WHEREAS**, the final budget is less than the budget adopted in the previous fiscal year, and the Commission does hereby find and determine that notwithstanding the reduced budget, the 2016-17 Budget, as proposed, will allow the commission to fulfill the purposes and programs of the Cortese-Knox-Hertzberg Act.

**NOW THEREFORE, BE IT RESOLVED AND ORDERED**, that the Local Agency Formation Commission of the County of Amador does approve and adopt the final budget for Fiscal Year 2016-17 as shown in Exhibit A, attached, and by this reference incorporated herein and does further order and direct the following:

Section 1: The Executive Officer shall transmit the final budget to the Auditor and all parties specified in Government Code §56381(a) as promptly as possible.

Section 2: The Executive Officer is directed to prepare a Journal Entry for the transfer of the first two months of operating expense (\$22,443) should such funds be necessary to continue the usual operation of LAFCO. The Board of Supervisors of Amador County shall transfer funds in that amount to the Commission on July 1, 2016, as specified in §56381(c).

Section 3: The Auditor shall apportion the budget as specified in Government Code §56381(b) and request payment from the County and each city no later than July 1, 2016, as specified in §56381(c).

Section 4: If the County or a City does not remit its required payment within 60 days, the Auditor is requested to collect an equivalent amount from the property tax, or any fee or eligible revenue owed to the city or county as described in §56381(c).

The foregoing resolution was duly passed and adopted by the Local Agency Formation Commission of the County of Amador, State of California, at a regular meeting hereof held on the nineteenth day of May, 2016, by the following vote:

AYES:

NOES:

ABSENT:

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Louis Boitano, Chairman  
Local Agency Formation Commission  
County of Amador, State of California

ATTEST:

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Nancy Mees, Commission Clerk  
Local Agency Formation Commission

Attachment: Exhibit A, Final Budget



**Amador LAFCO - Draft Final Budget  
FY 2016-17 Agenda of May 19, 2016**

Budget Code	Expense Category	Approved 15-16	Proposed 16-17	Difference
Revenues				from Prior Year
44100	Interest	\$600	\$600	\$0
46930	Project Fees	\$25,000	\$25,000	\$0
47890	Misc Fees	\$0	\$0	\$0
	From General Fund Balance	\$50,000	\$56,000	\$6,000
Subtotal Non-Agency Revenues		\$75,600	\$81,600	\$6,000
45640	Agency Cost Share	\$62,378	\$53,058	-\$9,320
<b>Revenue Subtotal</b>		<b>\$137,978</b>	<b>\$134,658</b>	<b>-\$3,320.00</b>
Operating Expense				
50310	FICA (stipends)	\$100.00	\$100	\$0
50400	Emp Insurance	\$85.00	\$85	\$0
51200	Communications	\$600.00	\$600	\$0
51504	Liability Insurance	\$3,350.00	\$3,000	-\$350
52000	Membership	\$800	\$880	\$80
52200	Office Expense (total)	\$950	\$950	\$0
	Postage 140	140	140	0
	Supplies 280	280	280	0
	Printing/copies 52205 480	480	480	0
	Publications, Ref Maps 50	50	50	0
52300	Prof & Spec Serv Total	\$103,550	\$99,500	-\$4,050
	Legal Services 10,000	10,000	10,000	0
	Executive Officer 45,500	40,000	40,000	-5,500
	Project Support 25,000	25,000	25,000	0
	Clerical/Support 6,300	12,000	12,000	5,700
	Meeting Exp/Stipend 2,750	2,500	2,500	-250
	Audit 4,000	0	0	-4,000
	Web Maint & Development added to clerical sup	added to clerical sup	added to clerical sup	
	GIS, mapping 8,000	8,000	8,000	\$0
	Other County Services (Inc. Rent) 2,000	2,000	2,000	\$0
101738	Legal Defense Reserve	\$10,000.00	\$10,000.00	\$0
52400	Public Notice	\$750	\$1,000	\$250
52900	Mileage/travel	\$2,000	\$2,000	\$0
52910	Conference/Meetings	\$3,000	\$3,000	\$0
	Conference Travel	\$250	\$1,000	\$750
Operating Expense Sub-total		\$125,435	\$122,115	-\$3,320
59500	Operating Contingency	\$12,543	\$12,543	
<b>Total Budget Appropriation</b>		<b>\$137,978</b>	<b>\$134,658</b>	<b>\$3,320</b>

## **Agenda Item #8**

### **LEGISLATION REPORT**

Review and discussion of pending legislation. The commission may take a position in support or opposition to bills currently pending before the legislature.

LAFCO Bills

**SUMMARY**  
**Assembly Bills**

**STATUS**

BILL	AUTHOR	SUMMARY	STATUS
AB 115	Assem. Bud. Com.	<p><u>Water</u></p> <p>Among many provisions, this bill would authorize the State Water Resources Control Board to order consolidation of public water systems involving a disadvantaged community. This authority includes the extension of service to areas that do not have safe drinking water. These processes would be separate from changes of organization reviewed by LAFCOs.</p> <p><b>CALAFCO Position: Oppose</b></p>	Inactive
AB 448	Brown	<p><u>Vehicle License Fees</u></p> <p>This bill would reinstate property tax payments, in lieu of vehicle license fee subventions, to recently incorporated cities and areas annexed by cities since 2004.</p> <p><b>CALAFCO Position: Support</b></p>	Passed Assembly, In Sen. Appropriations Committee
AB 1707	Linder	<p><u>Public Records Response</u></p> <p>This bill would expand the extent of an agency's response to a public records act request.</p> <p><b>CALAFCO Position: Oppose</b></p>	In Assembly Judiciary Committee
AB 2032	Linder	<p><u>Disincorporations</u></p> <p>This bill would make changes to modernize the city disincorporation process. It follows AB 851 (Mayes) of 2015 concerning the same subject.</p>	In Assembly Approp. Government Committee
AB 2257	Maienchein	<p><u>Agenda Notice</u></p> <p>This bill would require the online notice of an agency's meeting to have a prominent link to the agenda.</p>	On Assembly Floor
AB 2277	Melendez	<p><u>Vehicle License Fees</u></p> <p>Similar to AB 448, this bill would reinstate vehicle license fee subventions to cities incorporated after 2004.</p> <p><b>CALAFCO Position: Support</b></p>	In Assembly Approp. Committee
AB 2470	Gonzalez	<p><u>Municipal Water Districts: Indian Tribes</u></p> <p>This bill would require the a district, under certain conditions, to provide water service if requested by an Indian tribe at substantially the same terms applicable to the customers of the district, if the tribe's lands meet certain requirements and conditions are satisfied.</p> <p><b>CALAFCO Position: Watch</b></p>	In Assembly Policy Committee

LAFCO Bills

AB 2471	Quirk	<p><u>Health Care Districts</u>                  This bill would allow LAFCOs to authorize the dissolution of health care districts without holding an election. There are no health care districts in Santa Cruz County.  <b>CALAFCO Position: Oppose unless amended</b></p>	In Assembly Local Gov. Committee
AB 2853	Gatto	<p><u>Public Records</u>                  This bill would allow an agency to respond to a public records act request with links to information it posts on its website.</p>	In Assembly Approp. Committee
AB 2910	Assem. Local Gov. Com.	<p><u>LAFCO Law Omnibus Bill</u>                  This will would make a series of technical, non-controversial changes to the LAFCO law.  <b>CALAFCO Position: Sponsor</b></p>	In Assembly Local Gov. Committee

Senate Bills

SB 552	Wolk	<p><u>Ordering Water System Consolidations</u>                  This bill would allow a mobilehome park to be treated as a disadvantaged community under the new consolidation authorities granted to the State Water Resources Control Board.</p>	Passed Senate and failed to pass Assembly Policy Committee in 2015
SB 817	Roth	<p><u>Vehicle License Fees</u>                  Similar to AB 448 and AB 2277, this bill would restore property taxes, in lieu of vehicle license fees, to cities incorporated after 2004.  <b>CALAFCO Position: Support</b></p>	At Senate Approp. Committee
SB 974	Sen. Gov. & Finance Com.	<p><u>Local Government Omnibus Bill</u>                  This bill is the annual omnibus bill that makes a series of minor non-controversial changes to the laws regarding local governments. To date, no provisions directly affect LAFCOs.</p>	Passed Senate , At Assemly Desk
SB 1262	Pavley	<p><u>Water Supply Planning</u>                  This bill would interlink local water planning processes and documents. It would require that, if a project is subject to the California Environmental Quality Act, that the lead agency include information in the environmental review document if the water source quality does not meet state drinking water standards.  <b>CALAFCO Position: Letter of Concern</b></p>	In Senate Approp. Committee

LAFCO Bills

SB 1266 McGuire

Joint Power Authorities

Sponsored by the CALAFCO, this bill would require joint powers authorities to inform and file their agreement with LAFCOs when they are formed.

**CALAFCO Position: Support**

In Senate Approp. Committee

SB 1292 Jeff Stone

Grand Jury Reports

Sponsored by the California Special Districts Association, this bill would require that grand jury reports to be provided to public agencies before release, and for the agency's comments to be included in the reports when they are released to the public.

**CALAFCO Position: Support**

In Senate Approp. Committee

SB 1318 Wolk

Local Agencies and Water Infrastructure

This bill would prohibit LAFCOs from approving a city's or district's annexation greater than 10 acres unless the agency has applied to annex all the disadvantaged communities within or adjacent to its sphere of influence. The bill was significantly amended on April 12 to require LAFCOs to conduct a review of the entire county and to file a map with the state that identifies all disadvantaged areas that lack adequate water or sewer services. The bill now also requires that LAFCO, within two years of identifying a disadvantaged unincorporated community that lacks adequate water or sewer services, to prepare a plan for services, and adopt any actions necessary to implement the plan.

**CALAFCO Position: Oppose**

In Senate Approp. Committee



## Legislative Report for May 4, 2016 Agenda

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*Summary: The LAFCO staff tracks bills during the legislative session, and makes monthly written reports. The Commission may take a position on any tracked bill.*

*Staff Recommendation: Receive report and take no new positions.*

*Submitted by: Patrick McCormick, Executive Officer*

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Legislative Committee hearings are in full swing. New bills must clear the policy committee in the house of introduction by May 6. The web site for bill information is

The LAFCO staff is tracking seventeen bills of interest to Santa Cruz LAFCO. These are listed on the attached tracking sheet.

On April 6, 2016, Santa Cruz LAFCO took a position in opposition to SB 1318, authored by Senator Wolk from Yolo County. Among other provisions, the early version of the bill would have prohibited LAFCOs from approving a city's or district's annexation or an extraterritorial service extension of water or sewer service unless the agency has entered into an agreement to extend those services to any disadvantaged unincorporated community within or adjacent to the agency's sphere of influence. The bill was substantially gutted and amended on April 12, 2016. The new version of the bill includes the following provisions:

### ADDS WATER AND SEWER DISTRICTS

- (1) The bill would add water and sewer districts with more than 500 connections to the current law that prohibits LAFCO from approving an annexation to a city of any territory greater than 10 acres, where there exists a disadvantaged unincorporated community, contiguous to the proposed annexation, that lacks safe drinking water or wastewater service, unless the agency applies to annex the disadvantaged community.

### PROHIBITS REMOVAL OF DISADVANTAGED COMMUNITIES FROM SPHERES

- (2) LAFCO would be prohibited from amending a sphere of influence to remove a disadvantaged unincorporated community from a city's, water district's, or sanitation district's sphere of influence unless LAFCO makes a finding that removal of the community will result in improved service delivery to the community.

### ADDS REQUIREMENTS TO SERVICE REVIEWS

- (3) When preparing municipal service reviews, the bill would require that LAFCO identify whether an agency is in compliance with the California Safe Drinking Water Act, and assess various alternatives relating to the efficiency and

affordability of infrastructure and delivery of services to all disadvantaged communities lacking adequate water or sanitary sewers.

- (4) On or before 1/1/22 and every 5 years thereafter, LAFCO shall prepare municipal service reviews for the entire county territory.
- (5) LAFCO shall prepare and file with the State Office of Planning and Research a map that identifies disadvantaged unincorporated communities that lack safe drinking water or wastewater.

#### REQUIRES SERVICE PLANS FOR DISADVANTAGED COMMUNITIES

- (6) Within 2 years of identifying such a disadvantaged community, LAFCO shall create a service plan and adopt any actions necessary to implement the plan.
- (7) LAFCO will not be required to implement a plan if it is infeasible to connect the disadvantaged community to an existing system.
- (8) LAFCO cannot amend a sphere or authorize any extraterritorial extension of services if an agency identified in a LAFCO service plan for a disadvantaged community has not begun service within 3 years of LAFCO's adoption of the service plan.

#### ANNEXATION PROTEST AND ELECTION PROCESS

- (9) Some protest and election requirements are exempted for annexations of disadvantaged communities.

#### STATE MANDATED PROGRAM

- (10) The bill specifies that LAFCO and local agency costs that are mandated by this bill would be reimbursed if the Commission of State Mandate determines that the costs fall within the mandate law.

In response to CALAFCO's request for opposition letters, and the Commission's previous opposition to the earlier version of the bill, I sent the attached letter of opposition dated April 15, 2016. The Commission should review whether it continues to oppose the bill in its current form. The staff RECOMMENDS that the Commission take no new positions on any bills; thereby maintaining opposition to SB 1318 (Wolk).

cc: City of Watsonville, City Manager  
Freedom County Sanitation District, District Engineer

#### Attachments:

Tracking Sheet  
SB 1318  
Committee Analysis of SB 1318  
CALAFCO Letter of Opposition  
Santa Cruz Letter of Opposition

## AGENDA ITEM # 9C

**TO:** COMMISSIONERS AND ALTERNATES  
**FROM:** ROSEANNE CHAMBERLAIN, EXECUTIVE OFFICER  
**SUBJECT:** EXECUTIVE OFFICER'S REPORT; CITY BOUNDARY MAPPING PROJECT  
**DATE:** MEETING OF MAY 19, 2016

As reported at the last meeting, the effort to review and verify city boundaries is almost complete. The genesis for the project is an effort by ACTC to correct geographic census information. GIS services provided by ACTC will ensure that the LAFCO effort will build on work we have completed over the years and will permanently record and integrate the exact city boundaries into the mapping data available to agencies and the public.

The review effort included comparing the map of each city annexation approved by LAFCO to the current boundaries as shown in commonly accepted city and/or county maps. The annexation boundaries were also compared to the State Board of Equalization maps, census blocks, voting precincts, and the mapping data at ACTC. Differences and discrepancies have been known to exist for years. In the past, on a case-by-case basis, portions of the correct boundaries have been confirmed. What distinguishes this effort is that it comprehensively reviewed each city's entire boundary and will accurately map those boundaries as verified by LAFCO. This will build a powerful tool for a wide range of future LAFCO endeavors.

Among the challenges was the need to review legal descriptions. While I am able to generally understand and follow legal descriptions, we needed a more qualified person to precisely interpret the information. The Executive Officer contacted George Allen, the recently retired County Surveyor to help. George was available on a limited basis and willing to help. His charges are reasonable and well within the scope of the current budget. We prepared a memorandum outlining the terms of work and payment for the project. Arrangements to authorize temporary contract services appears to be within the scope of my job duties, which provide for "planning, assigning, and supervising the work of support staff."

Legal Counsel pointed out that the commission should be advised of the arrangement and should be offered the opportunity to define any desired limits to my authority to hire and manage temporary outside contractors.



If the commission wishes to further define my authority to contract for support staff or set a limit to the amount of my contract authority, this matter can be placed on a future agenda.