

AMADOR LAFCO



LOCAL AGENCY FORMATION COMMISSION

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

MINUTES

November 15, 2018

APPROVED

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

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

The November 15, 2018, 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 Chairman Crew at 6:01 p.m.

2. Roll Call

Members Present:

Pat Crew, Chairman
Dominic Atlan, City Member
Tim Murphy, City Member
Jim Vinciguerra, Public Member
Brian Oneto, County Member (arrived 6:12 p.m.)

Staff Present:

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

3. Approval of Agenda for November 15, 2018

Motion: It was moved by Commissioner Vinciguerra, seconded by Commissioner Atlan, and carried unanimously to approve the agenda as submitted.

4. Approval of the Minutes of September 20, 2018

Motion: It was moved by Commissioner Murphy, seconded by Commissioner Vinciguerra, and carried to approve the Minutes for September 20, 2018, as submitted, with Commissioner Atlan abstaining.

5. Approval of Claims to November 15, 2018

Executive Officer Chamberlain stated that the Approval of Claims should be amended to change conference costs for Commissioner Crew to zero and conference costs for Commissioner Vinciguerra to \$225.75.

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

6. **Public Forum – Public Comment**

There was no public comment.

7. **Municipal Service Review (MSR) 2018 Update, Drytown County Water District, LAFCO Resolution #2018-08 (public hearing)**

Chairman Crew opened the Public Hearing, continued from the September 20, 2018, Commission meeting.

Executive Officer Chamberlain stated that the edits received from Drytown County Water District (DCWD) had been included in the current version of the MSR, but that none of the edits were substantive. The Determinations mostly focus on policy decisions DCWD will have to make regarding potential future demands on the district from the area surrounding the district. There will be challenges regarding growth and the funding of that growth. There will also be effects on staffing if and when the district grows.

Ms. Chamberlain reported that the Determinations also discuss the Capital Improvement plan which the district is currently in the process of completing, and that this plan is necessary and will be beneficial to the district. She also stated that the district needs to do a better job of monitoring its water loss rates and sources.

Ms. Chamberlain said she had met with Robert Fancher regarding the district boundary as he had some questions about it. After their discussion, he agreed that the currently identified boundary is the correct one. He did, however, provide copies of some old documents that were useful in clearing up some questions as to why there were so many out-of-boundary connections in the area of New Chicago Road.

Chairman Crew pointed out a spelling error on page 5, which will be corrected. He then asked if there were accepted standards for water loss, or whether it was unique to each district. Ms. Chamberlain responded that they are unique. Part of the problem in monitoring water loss in DCWD is that the tracking periods for water bought from Amador Water Agency and water distributed by the district are not the same, making it hard to find correlations in measured water in versus measured water out. Hard-to-track losses could also occur because Amador Water Agency does backwashing of the system, but uses water already sold to DCWD without buying it back from DCWD. However, there has been no history of any water loss monitoring, so the district does need to start doing so to the extent it can.

Commissioner Murphy asked about two grandfathered lots mentioned in DCWD's comment letter, and whether they had to be considered now or in a future sphere action. Ms. Chamberlain replied that she believes they are already in the sphere, but that the Sphere of Influence will be considered at the next Commission meeting. The district will need to identify which parcels it wants in its sphere and what possible future connections there may be. She added that property cannot be grandfathered in, but must be annexed in the proper manner.

There was no public comment.

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

Motion: It was moved by Commissioner Oneto, seconded by Commissioner Atlan, and carried unanimously to approve Resolution #2018-08.

8. **Municipal Service Review (MSR) 2018 Update, Ranch House Estates Community Service District; LAFCO Resolution #2018-09 (public hearing)**

Chairman Crew opened the Public Hearing, continued from the September 20, 2018, Commission meeting.

Clerk to the Commission Mees, author of the report, explained that the only edit to the Public Review Draft was a clarification of the dates when the Amador Water Agency took over water service from the district.

There was no public comment.

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

Motion: It was moved by Commissioner Atlan, seconded by Commissioner Murphy, and carried unanimously to approve Resolution #2018-09.

9. **Affirm and Adopt a Coterminous Sphere of Influence for Ranch House Estates Community Service District; LAFCO Resolution #2018-10 (public hearing)**

Chairman Crew opened the Public Hearing.

Clerk to the Commission Mees stated that the last Sphere of Influence (2016) was set as a Zero Sphere because at the time the district had a number of management issues, including lack of a Board of Directors. Since then, however, the district has made many improvements and now has a fully functioning board. Therefore, since there is no possibility of future growth in the district, it is recommended that the district sphere be changed to a coterminous sphere. Executive Officer Chamberlain added that the district itself is also requesting a coterminous sphere.

There was no public comment.

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

Motion: It was moved by Commissioner Oneto, seconded by Commissioner Vinciguerra, and carried unanimously to approve Resolution #2018-10.

10. **Public Review Draft Municipal Service Review (MSR) 2018 Update, Ridgewood Acres Community Service District (public hearing)**

Chairman Crew opened the public hearing.

Clerk to the Commission Mees, author of the report, briefly reviewed the items in the memo in the packet. She stated that the district may have funding issues in the future, and therefore LAFCO staff, with the help of the Auditor's office, has been researching the process for the district to obtain an assessment increase. Ms. Mees emphasized, however, that the district's

biggest issue at the moment is obtaining a full Board of Directors and a General Manager, and meeting the other legal requirements for a Special District.

There was some discussion among the Commissioners and staff as to whether it would be more beneficial to the district if the MSR were to be postponed until the district can bring itself into better compliance. Ms. Chamberlain explained that having the MSR out now would actually provide greater incentive for the current minimal board and the residents of the district to comply with the legal requirements necessary to keep the district alive. Ms. Mees added that the three board members, at least, seem motivated to bring the district up to standard, but had just been unaware that there were problems. (The three board members had not seen the 2014 MSR prior to now and did not know of the legal requirements for special districts.)

There was no public comment.

Motion: It was moved by Commissioner Atlan, seconded by Commissioner Murphy, and carried unanimously to continue the Public Hearing and to direct staff to circulate the Draft Municipal Service Review for Ridgewood Acres Community Service District 2018 Update for public comment.

11. Other Business, Reports

- a. Correspondence – none.
- b. Commissioner Announcements – Commissioners Crew and Vinciguerra gave a brief report on the annual CALAFCO conference they attended in October.
- c. Executive Officers Report, Project Status Report, and Legislation Report – Executive Officer Chamberlain reported that in response to the passage of SB 448 in 2017, the State Controller’s Office has made a list of what it considers to be inactive districts throughout the state. Although the three inactive districts in Amador County (CSA3, CSA7, and Willow Springs Water District) did not make that list, we are still allowed to use the streamlined procedures of SB 448 to dissolve those districts, and Ms. Chamberlain will be doing so in the near future.

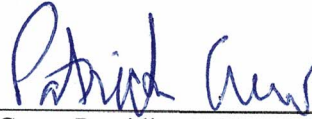
Ms. Chamberlain reported that another upcoming project will be detaching property from the Amador Resource Conservation District that is within the county of Calaveras. Calaveras now has its own Resource Conservation District that includes that property. When the Calaveras district was formed, a detachment from the Amador Resource Conservation District should have occurred, but Calaveras LAFCO failed to do so.

Ms. Chamberlain also reported that Amador County’s IT Department has agreed to host websites for special districts within our county at a cost of \$180 per year for each district that wishes to use them. She added that, although small districts can opt out of the website requirement due to financial hardship, she believes the cost for use of the county’s website, at only \$15 per month, would make it hard for a district to claim financial hardship.

APPROVED

12. Adjournment

The next regular LAFCO meeting is scheduled for December 20, 2018. Chairman Crew adjourned the meeting at 6:43 p.m.



Pat Crew, Presiding Officer
LOCAL AGENCY FORMATION COMMISSION

ATTEST: Nancy Mees
Nancy Mees, Clerk to the Commission