

AMADOR LAFCO



LOCAL AGENCY FORMATION COMMISSION

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

MINUTES

March 21, 2019

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

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

The March 21, 2019, 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
Jim Vinciguerra, Public Member
Brian Oneto, County Member
Jon Colburn, City Alternate
(Byron Damiani, Public Member Alt., arrived at 6:04 p.m.)

Staff Present:

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

3. **Approval of Agenda for March 21, 2019**

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

4. **Approval of the Minutes of February 21, 2019**

Motion: It was moved by Commissioner Oneto, seconded by Commissioner Atlan, and carried unanimously to approve the Minutes for February 21, 2019, as submitted.

5. **Approval of Claims to March 21, 2019**

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

6. **Public Forum – Public Comment**

There was no public comment.

7. **Adopt/Affirm the Sphere of Influence for Pine Grove Community Services District, LAFCO Project #309; Resolution #2019-07 (public hearing)**

Executive Officer Chamberlain reviewed the items in the staff memo in the packet, and recommended that the sphere of influence for Pine Grove Community Services District be affirmed as it currently stands.

Chairman Crew opened the Public Hearing. There was no public comment.

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

Motion: It was moved by Commissioner Atlan, seconded by Commissioner Oneto, and carried unanimously to approve Resolution #2019-07 as presented, with directions to staff.

8. **Report and Update – Jackson Valley Fire Protection District**

Executive Officer Chamberlain stated that a letter received from the District and addressing some of the concerns of the Commission had been distributed to the them as a handout.

Hugh Herfel, Chair of the JVFPD Board, addressed the Commission, stating that their board is trying to work with LAFCO. They have attempted some of the required trainings online, and will be hosting a sexual harassment/ethics training that will be open to the public. He added that their secretary is working on responding to the other questions the Commission has presented to them.

Patrick Thompson, a JVFPD board member, added that the training will be presented by legal counsel and will include Brown Act training. Executive Officer Chamberlain informed the Commission that the training had been set for May 15 in the County Supervisors' Board Chambers, and will be advertised to all the Special Districts in Amador County and all the agencies in Calaveras County as they have invited Amador to their trainings in the past. The total session will be three hours long for both parts. She stated that she would be attending, and reminded the Commission that this training is also required for them every two years, so they might want to attend.

Chairman Crew asked if this is the same training as what in put online by the FPPC. Mr. Thompson replied that it is, but that one cannot earn Brown Act certification online.

Commissioner Oneto requested that details be emailed to the Commission, and Ms. Chamberlain responded that a flyer is going to be produced that will be sent to everyone.

Chairman Crew commented that, although it had not appeared that much was happening in JVFPD with respect to following up on the MSR's determinations, this countywide training session is one good result that has come from it. Commissioner Oneto commented that the Commission was not trying to make things hard for JVFPD, but just wanted to help the District do what it is required to do. Mr. Herfel replied that there were some items pointed out in the MSR that the District really did need to do. There was some further discussion between the Commission and Mr. Herfel and Mr. Thompson regarding various other issues happening in the District.

9. **Adoption of Proposed Budget for Fiscal Year 2019-20 (public hearing)**

Executive Officer Chamberlain briefly reviewed the budget process and the staff memo in the packet. She reported that the budget for the coming year had been drafted with as little change from last year's as possible. Although both revenues and expenses have been conservatively estimated, there will be enough funding to accomplish the included work plan, which also has not changed from last year's.

Ms. Chamberlain stated that the Agency Cost Share had been increased by \$7,000 over last year, but after dividing that amount between the county and the five cities, none of them would individually receive much of an increase. In response to a question from Chairman Crew, she explained that the total is divided one-half to the county and one-half to the cities, with the cities' half being divided according to their revenues for the previous year, and that the County Auditor does that calculation based on the cities filings with the State Controller.

Commissioner Oneto asked whether the amount for Professional Services could be decreased as LAFCO did not spend nearly that amount last fiscal year. Ms. Chamberlain responded that part of the reason the amount spent was so much less was due to the fact that LAFCO received a lot of free GIS work from ACTC due to their using grant funding they had received to pay for the work. This help had been invaluable in determining correct boundaries. In addition, although some in-house work was done last year on MSRs, the larger MSRs will be done in-house this coming year. In response to a question, she estimated that the MSR work might amount to about \$15,000. She added that the amount estimated for GIS work will roll forward as it was not used last year. The largest amount in this line item is project support, but that amount is offset by an equal amount in estimated revenue from projects. Ms. Chamberlain added that both amounts will likely not be that high, but she always estimates them at \$25,000 each so that if something unexpected occurs, the Commission will not be required to make a budget amendment for the appropriation. In addition, although legal costs are estimated at \$9,000, that amount will probably not be needed. An amount of \$4,000 was also included for a financial audit this next year as one has not been done in several years.

Commissioner Coburn commented that he felt any Commission member who attended a Commission meeting should be paid even if that Commissioner couldn't vote due to a full Board already being seated. Ms. Chamberlain responded that that was a question for the Board to address, and that the bylaws currently state only five members can be paid per meeting, so the bylaws would have to be amended. Chairman Crew directed that that item could be placed on a future agenda.

Commissioner Oneto suggested that the amount in Professional Services and/or the Legal Fund be decreased so that the Agency Cost Share can remain the same as last year.

There was no public comment.

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

Motion: It was moved by Commissioner Oneto, seconded by Commissioner Atlan, and carried unanimously to approve the proposed budget with the change recommended by Commissioner Oneto, and with directions to staff.

10. Other Business, Reports

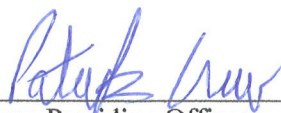
- a. Correspondence – CALAFCO dues increase memo: Executive Officer Chamberlain commented that there will probably be more dues increases in the next few years as CALAFCO is trying to rely less on its reserves and to keep conference costs down. She added, however, that being a member of CALAFCO is important because of the resources they provide.

Ms. Chamberlain also commented on the letters to and from the City of Sutter Creek regarding Township 4 Memorial District and who owns the property on which City Hall sits. A successor agency should have been designated when the District was dissolved, but that was not done. Since it happened so long ago, it is hard to discover what occurred, so LAFCO recommended they talk to city and county counsels to try to resolve their problem.

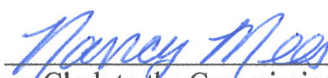
- b. Commissioner Announcements – Commissioner Oneto asked about CALAFCO state conference costs. Ms. Chamberlain responded that registration costs usually ran between \$650-\$700 per Commissioner, and that travel expenses are also budgeted. Even though the conference is in Sacramento this year, which will decrease travel and hotel costs, the budgeted amount was left the same as last year in the hope that more Commissioners would attend. In response to a further question, she replied that the conference is not always in Yosemite. She added that registration is a lot more if the local LAFCO is not a member of CALAFCO.
- c. Executive Officer's Report – Ms. Chamberlain reported CALAFCO is requesting support letters for two bills, AB 213 and AB 1253, that are almost identical to two that Amador supported in past years. By consensus, the Commission directed staff to send the letters.
- d. Project Status Update – Ms. Chamberlain reported that the River Pines annexation is complete and she will be filing it with the BoE as soon as she receives the check from River Pines PUD. Pine Grove CSD will be initiating a similar annexation in the next few months, annexing in some parcels that are currently receiving service outside the District's boundaries. Staff is continuing to work on MSRs, and Ms. Chamberlain is starting to meet with Amador Water Agency and Lockwood FPD.

13. Adjournment

The next regular LAFCO meeting is scheduled for May 16, 2019, as the April meeting is cancelled. Chairman Crew adjourned the meeting at 6:48 p.m.



Pat Crew, Presiding Officer
LOCAL AGENCY FORMATION COMMISSION

ATTEST: 

Nancy Mees, Clerk to the Commission