

AMADOR LAFCO

LOCAL AGENCY FORMATION COMMISSION

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



MINUTES

August 15, 2019

APPROVED

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

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

The August 15, 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 6:04 p.m.

2. Roll Call

Members Present:

Pat Crew, Chairman
Jim Vinciguerra, Vice Chairman
Brian Oneto, County Member
Dominic Atlan, City Member

Staff Present:

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

3. Approval of Agenda for August 15, 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 June 20, 2019

Motion: It was moved by Commissioner Vinciguerra, seconded by Commissioner Atlan, and carried unanimously to approve the Minutes for June 20, 2019, as submitted.

5. Approval of Claims to August 15, 2019

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

6. Public Forum – Public Comment

There was no public comment.

7. **Pine Grove Community Service District – Service Area Annexation; Resolution #2019-15, LAFCO Project #324 (public hearing)**

Chairman Crew opened the Public Hearing.

Executive Officer Chamberlain reported that a technical map with legal description is being prepared. She added that the Conditions of Approval for this annexation are fairly generic as the purpose of the annexation is to clean up the District boundaries to correct a service area mismatch. She then reviewed the items set forth in the Executive Officer's Memo, reiterating that infrastructure is already in place in the areas to be annexed, those parcels have already been receiving service and no new services are planned.

Ms. Chamberlain further stated that, upon the Commission approving this resolution, a Conducting Authority proceeding will be held, although she doubts there will be any protests. She added that, by Amador LAFCO policy, the Executive Officer is granted authority to conduct the hearing, and she will report back to the Commission the results of the hearing.

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 Atlan, and carried unanimously to approve Resolution #2019-15 as presented, with direction to staff to complete the necessary filings and transmittals and to hold the Conducting Authority proceedings.

8. **Adoption/Amendment of the Sphere of Influence for Sunset Heights Community Service District; Resolution #2019-16; LAFCO Project #316 (public hearing)**

Chairman Crew opened the public hearing.

Clerk to the Commission Mees reviewed the items discussed in the Executive Officer's Memo, explaining that this is a reduction in sphere to more accurately reflect the historic boundaries of the sphere based on parcels being served, and that the parcels being removed from the Sphere have never received, nor do they intend to request, 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 Vinciguerra, and carried unanimously to approve Resolution #2019-16 as presented, and to give staff direction to file a Notice of Exemption.

9. **Final Municipal Service Review (MSR) 2019 Update, Pine Acres Community Service District; Resolution #2019-17; LAFCO Project #314 (public hearing)**

Chairman Crew opened the public hearing.

Clerk Mees reported that this is the final version of the Draft MSR presented at the June meeting,

and that no comments had been received on the Public Review Draft. She then reviewed the items in the Executive Officer's Memo, and reported that she and Cindy Engle have been working on maps for this District to obtain an accurate picture of what areas are being served and which parcels are being assessed for which fee assessments. With these maps, LAFCO staff can now work with the District to help them correct any assessment errors, develop policies to allow for additions/changes to their road zones, and define what their Sphere of Influence should be.

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 Atlan, seconded by Commissioner Oneto, and carried unanimously to adopt Resolution #2019-17 as presented, and to give staff direction to file a Notice of Exemption.

10. **Public Review Draft Municipal Service Review (MSR) 2019 Update, Fiddletown Community Service District; LAFCO Project #318 (public hearing)**

Chairman Crew opened the public hearing.

Executive Officer Chamberlain explained that the Commission's acceptance of this Public Review Draft would allow staff to circulate it for comment. She reported that she has a meeting scheduled with Jane O'Riordan to get the District's final edits, adding that quite a bit of the information set forth in the 2014 MSR had been incorrect.

Executive Officer Chamberlain then reviewed the information in her Memo, adding that no changes in the boundary have been discovered. She also reported that the District has no General Manager, but that, since Ms. O'Riordan has basically been functioning as one, Ms. Chamberlain is recommending that the District appoint Ms. O'Riordan as their General Manager.

Ms. Chamberlain reported that the District has no bylaws or policies relating to wastewater, and that the ones it has for water are antiquated. The District has assigned one of its members to work on these, however.

The Commissioners commented on the fact that the District has not done any of the required trainings, and that these can be easily obtained. Ms. Chamberlain responded that all Special Districts are notified by LAFCO staff whenever a training opportunity is going to be presented, but that many of the small districts are deficient in the area of required trainings.

There was no public comment.

Motion: It was moved by Commissioner Atlan, 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 circulate the Draft MSR for Fiddletown CSD for comment.

11. **Adoption/Amendment of the Sphere of Influence for Ridgewood Acres Community Service District; Resolution #2019-03; LAFCO Project #307 (public hearing continued from January 17, 2019)**

Chairman Crew stated that the public hearing has remained open.

Executive Officer Chamberlain reported that Ridgewood Acres CSD has been struggling to maintain itself as a District, and therefore the District Board has been able to obtain the approval of a majority of the residents to dissolving the District and replacing it with a Road Maintenance Agreement. Finding a zero Sphere of Influence is a precursor necessary to dissolving the District. Ms. Chamberlain added that the Road Maintenance Agreement will streamline the process of road maintenance for the 32 parcels in the District, and the Dissolution itself may be ready for the next Commission meeting.

Lastly, Ms. Chamberlain pointed out that Item 7 in the Exhibit A Determinations was a duplicate of Item 4, and would therefore be deleted.

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 Oneto, seconded by Commissioner Vinciguerra, and carried unanimously to adopt Resolution #2019-03 as amended, and to give staff direction to file a Notice of Exemption.

12. **Fee Waiver Request Due to Financial Hardship: LAFCO Fees for the Future Dissolution of Ridgewood Acres CSD**

Executive Officer Chamberlain explained that Ridgewood Acres CSD has limited annual revenue, and will be paying to have the new Road Agreement written by an attorney. This, along with the maintenance that will need to be performed, put the District in a financial hardship to pay the estimated \$800 in LAFCO fees for their dissolution. She reviewed the financial and time benefits to LAFCO and the County in having the District dissolved.

Chairman Crew asked if Amador LAFCO had ever waived fees before. Ms. Chamberlain responded that this had been done for Fiddletown CSD, but that only a 50% fee reduction had been granted and it was because the reason for the costs having to be incurred was due to LAFCO errors that had occurred in the distant past. Chairman Crew then suggested that the fees also be split in the current situation. Ms. Chamberlain reiterated that dissolution of the District would result in future cost savings to both LAFCO and the County, and that fees could actually be closer to \$500. By consensus the Commission felt that the District should pay 50% of whatever the final LAFCO fees are.

Motion: It was moved by Commissioner Atlan, seconded by Commissioner Vinciguerra, and carried unanimously to charge Ridgewood Acres CSD 50% of whatever the final LAFCO fees are for dissolution of the District.

13. **Call for Nominations to the CALAFCO Board of Directors**

Executive Officer Chamberlain asked if any of the Commission members were interested in being on the CALAFCO Board of Directors. The consensus of the Commission was that there was no one they would nominate.

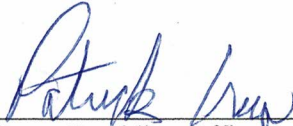
Ms. Chamberlain then stated that the Commission also had to choose a voting delegate for the Annual CALAFCO Conference in October. She added that the standing policy has been that, if the Chair was attending, he would be the voting delegate, and if not, then the Vice Chair, and then the EO would fill that position. By consensus, the Commission agreed to follow that policy this year, and Chairman Crew stated that he would try his best to be there. Commissioner Vinciguerra stated he would also be attending. Chairman Crew added that he would not need a hotel room if he attended.

14. Other Business, Reports

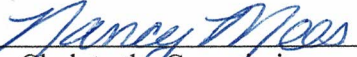
- a. Correspondence – Executive Officer Chamberlain reported that correspondence regarding CALAFCO’s proposed rate increase for membership had been distributed at the dais. Commissioner Oneto stated that he believed the proposed fee structures were terribly unfair to small counties, but a very good bargain for the larger counties. The Commission felt the per capita portion of the dues structure highly favored larger counties, and that it was the smaller counties who most needed the services CALAFCO provides as they are the counties that can least afford to do such work themselves. In effect, this new fee structure is pricing the smaller counties out of being able to afford membership in CALAFCO. By consensus, the Commission directed the voting delegate to strongly argue against the new fee structure.
- b. Commissioner Announcements – none.
- c. Executive Officers Report – Executive Officer Chamberlain reported that in September she is doing a presentation to the incoming Grand Jury on how MSRs and LAFCO can be resources for them. She also requested that if any of the Commissioners knew anyone on the Volcano CSD Board, LAFCO staff has been unable to get a response from them regarding their MSR update. She finished by reporting that the MSRs for Amador Water Agency and Amador Fire Protection District are up next on the work plan.
- d. Budget Reports – in the pass-around binder.
- e. Legislation Update– Ms. Chamberlain reported that as the Legislature is currently on break, there is no update.

15. Adjournment

Executive Officer Chamberlain reported that the September meeting may be cancelled due to lack of agenda items. Currently, however, the next regular LAFCO meeting is scheduled for September 19, 2019. Chairman Crew adjourned the meeting at 6:53 p.m.



Pat Crew, Presiding Officer
LOCAL AGENCY FORMATION COMMISSION

ATTEST: 
Nancy Mees, Clerk to the Commission