

****AGENDA****

AMADOR LOCAL AGENCY FORMATION COMMISSION

**6:00 P.M. – THURSDAY JANUARY 9, 2020
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 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 posted on the Amador LAFCO website.

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA FOR JANUARY 9, 2020**
- 4. APPROVAL OF THE MINUTES OF OCTOBER 17, 2019**
- 5. APPROVAL OF CLAIMS TO JANUARY 9, 2020**
- 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. PUBLIC REVIEW DRAFT MUNICIPAL SERVICE REVIEW FOR SUTTER CREEK FIRE PROTECTION DISTRICT; LAFCO PROJECT #322; (public hearing)**

Staff will present the Sutter Creek FPD draft MSR and it will be circulated for comment. Final action is planned for the next LAFCO meeting. CEQA: Exempt, Public Resources Code Sections 21102 and 21150, descriptive and planning study for possible future action for which funding has not been committed.

- 8. ADDENDUM/AMENDMENT TO PINE ACRES CSD FINAL MSR FOR SNOW REMOVAL SERVICES (public hearing)**

Proposed additional MSR wording and determination of adequacy of district snow removal service as historically provided by Pine Acres CSD. CEQA exempt Section 15061(b)(3) of the Public Resources Code, no change anticipated in

services or service demand and no possibility that the project could have a negative effect on the environment.

9. RETROACTIVE AUTHORIZATION FOR SNOW REMOVAL SERVICES PROVIDED BY PINE ACRES CSD

Action to retroactively add snow removal service to the 2006 inventory of services provided by Pine Acres CSD; Snow removal has been provided by the district for many years, but not identified or authorized by LAFCO in 2006 as required by state law. CEQA exempt Section 15061(b)(3) of the Public Resources Code, no change in services and no possibility that the action could have a negative effect on the environment.

10. SPHERE OF INFLUENCE FOR PINE ACRES COMMUNITY SERVICE DISTRICT, LAFCO PROJECT #317; RESOLUTION #2020-01 (public hearing)

Commission will consider a sphere of influence smaller than district boundaries, removing lands that do not receive district services, do not pay district assessments or are not planned to receive district services in the future. CEQA exempt Section 15061(b)(3) of the Public Resources Code, no change anticipated in services or service demand and no possibility that the project could have a negative effect on the environment.

11. REPORT OF CALAFCO SURVEY (SUMMARY)

Summary of survey data collected and distributed by CALAFCO. Full survey data available at the meeting in the review binder at the dais.

12. SCHEDULE OF MEETINGS FOR 2020

13. SELECTION OF OFFICERS FOR 2020, CHAIRMAN AND VICE-CHAIRMAN (no written materials)

14. SIGNATURE AUTHORITY

15. OTHER BUSINESS, REPORTS

- a. Correspondence: Tinsley, Yakesh
- b. Commissioner Announcements
- c. Executive Officer's Report
- d. Budget Reports (provided in review binder at the dais)
- e. CALAFCO Survey (provided in review binder at the dais)

ADJOURNMENT

Note: The next regular LAFCO meeting is scheduled for February 20, 2020.



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 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:
January 10, 2020**

AMADOR LAFCO



LOCAL AGENCY FORMATION COMMISSION

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

MINUTES

October 17, 2019

DRAFT

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

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

The October 17, 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
Byron Damiani, Public Member Alternate
Jon Coburn, City Member Alternate
Brian Oneto, County Member (arrived 6:05 p.m.)
Jim Vinciguerra, Vice Chairman (joined dais 6:13 p.m.)

Staff Present:

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

3. **Approval of Agenda for October 17, 2019**

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

4. **Approval of the Minutes of August 15, 2019**

Motion: It was moved by Commissioner Atlan, seconded by Commissioner Damiani, and carried unanimously to approve the Minutes for August 15, 2019, as submitted.

5. **Approval of Claims to October 17, 2019**

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

6. **Public Forum – Public Comment**

There was no public comment.

7. **Bowers Boundary Line Adjustment (BLA) Reorganization to City of Sutter Creek; Resolution #2019-14, LAFCO Project #298 (public hearing)**

Executive Officer Chamberlain reported that a letter from the County Auditor had been received and was included in the handouts. She briefly reviewed the information in the Executive Officer's memo in the packet, explaining that this action would be enlarging a parcel already within the city limits and was only for the purposes of a road right-of-way and a utility easement.

Ms. Chamberlain then stated that, at the end of the time limit allowed, the Auditor had requested a continuance on the AB-8 tax allocation resolutions as she had some questions to resolve. However, as the area at issue will only be a right-of-way and utility easement, there is no taxable exchange. Legal counsel therefore concluded the Commission could either (1) continue the reorganization, or (2) approve the resolution at this meeting subject to a "condition subsequent" that the tax resolutions by the City of Sutter Creek and the County be adopted prior to the effective date of the reorganization (date of recording the boundary change).

Ms. Chamberlain recommended adoption of the resolution now with the condition subsequent because currently this resolution would otherwise be the only item of business at the November meeting. She also added that no Conducting Authority hearing is necessary as there is 100% landowner approval. Ms. Chamberlain stated the reorganization is exempt under CEQA as an infill project and existing public utilities.

Commissioner Atlan asked how the project could be exempt when it will allow for more traffic. Ms. Chamberlain responded that the City's findings had determined it was exempt, that their findings appeared reasonable, and that since the City is the lead agency, it is not a LAFCO decision to make.

There was then some discussion among the Commission as to the exact geographic location of the project.

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; approve Resolution #2019-14 as presented, with the condition subsequent that recording not take place until the City and County resolutions were adopted; waiving the Conducting Authority proceeding; and directing staff to file the appropriate documents. (At this point in the meeting Commissioner Vinciguerra took over from Commissioner Damiani as the voting member for this resolution.)

8. **Final Municipal Service Review for Fiddletown Community Service District; Resolution #2019-18; LAFCO Project #318 (public hearing)**

Executive Officer Chamberlain reported that the final changes requested by the Fiddletown CSD MSR committee had been incorporated into the MSR, then briefly reviewed the information in the resolution.

Chairman Crew opened the public 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.

Commissioner Oneto asked if the District was working on Ethics Training, and Ms. Chamberlain responded that they were aware of the need, had been given information on where to find it, and

that they intended to accomplish this as soon as possible.

Motion: It was moved by Commissioner Oneto, seconded by Commissioner Vinciguerra, and carried unanimously to approve Resolution #2019-18 as presented, accepting all Determinations and Findings, and to give direction to staff to file a Notice of Exemption.

9. **Affirm a Coterminous Sphere of Influence for Fiddletown Community Service District; Resolution #2019-19; LAFCO Project #319 (public hearing)**

Executive Officer Chamberlain explained that Fiddletown CSD has had a Coterminous Sphere for some time, and that there are very few lots within the District that are not built out. She reported that the FCSD MSR committee agrees that a coterminous sphere is appropriate.

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 Oneto, seconded by Commissioner Vinciguerra, and carried unanimously to adopt Resolution #2019-19 as presented, and to give staff direction to file a Notice of Exemption.

10. **Report of Conducting Authority Proceedings for Pine Grove Community Services District; Resolution #2019-15CA; LAFCO Project #324**

Executive Officer Chamberlain explained the Resolution numbering system when a Conducting Authority Proceeding takes place. She reported that the proceeding had taken place, and that no protests had been filed. Ms. Chamberlain added that this annexation only involved parcels that were already receiving service from the District, and was a clean-up annexation. She added that she will record the boundary change once all fees have been paid by the District and their map has been approved by the County Surveyor.

There was no public comment.

11. **Other Business, Reports**

- a. Correspondence – Executive Officer Chamberlain reported that a letter regarding ACTC’s Internship Program Planning Grant had been included in the packet.
- b. Commissioner Announcements – Commissioner Oneto commented on the questionable necessity of the recent intentional power outage by PG&E.

Chairman Crew invited everyone to Commissioner Coburn’s birthday party on November 9 at 2:00 p.m. at the County Fairgrounds, and to RSVP to Jamie Lubenko.

- c. Executive Officers Report – Executive Officer Chamberlain reported that there was a summary in the packet of the work currently taking place and soon to take place, and that she is enjoying working on all the various items discussed. She added that her presentation to the Grand Jury regarding special districts and MSRs will hopefully save her time in not having to answer as many questions throughout the Grand Jury process. In addition, her

recommendation to the managers of the five small independent water districts (all women) that they network to share best practices had been well-received by those managers.

Commissioner Oneto asked if Willow Springs Water District had been contacted regarding their inactivity. Ms. Chamberlain replied that they had, although not in the last few months. She added that the District has a long-standing history of being inactive and confirmed the contact person is John Applegate.

- d. Budget Reports – in the commissioner review binder.
- e. Legislation Update– Ms. Chamberlain reported that she had reviewed the bills on the CALAFCO list, and that most of the legislation that would be of interest or helpful to Amador had either died or been turned into a two-year bill. She believes she will receive more information on legislation at the upcoming CALAFCO conference, which will be attended by Commissioner Vinciguerra, herself, and Clerk Mees.

Chairman Crew then added that he had forgotten to introduce the new Plymouth City Manager, Rex Osborn, who was in the audience.

Adjournment

Executive Officer Chamberlain stated that the November meeting may be cancelled due to lack of agenda items. Currently, however, the next regular LAFCO meeting is scheduled for November 21, 2019. Chairman Crew adjourned the meeting at 6:33 p.m.

Pat Crew, Presiding Officer
LOCAL AGENCY FORMATION COMMISSION

ATTEST: _____
Nancy Mees, Clerk to the Commission

APPROVAL OF CLAIMS - PACKET DRAFT

AGENDA OF January 9, 2020

APPROVAL OF CLAIMS January 9, 2020

Agenda Item 5

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>INV.DATE</u>	<u>AMOUNT</u>
R Chamberlain 8/15/2019-12/4/2019	Consulting Services Labor Expense Total, (mileage, PO Box, Conf)	12/4/2019** 12/4/2019**	\$ 4,756.50 \$ 812.42
R Chamberlain 12/5/2019-1/7/2020	Consulting Services Labor Expense Total, (mileage, PO Box, phone)	1/9/2020 estimate 1/9/2020 estimate	\$ 3,500.00 \$ 200.00
N Mees 10/16/2019-1/7/2020	Clerical & Admin Labor Expense Total, (conf)	1/9/2020 estimate 1/9/2020 estimate	\$ 1,788.00 \$ 111.32
Amador Ledger	Public Notice for 1/9/20 hearing		\$ 120.12
IT Dept.	Share of Tech Cost Matrix	10/23/2019**	\$ 82.14
LAFCO Board	Meeting Stipends (Maximum of 5 @ \$50.00)		\$ 250.00
	TOTAL		\$ 11,620.50

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

CHAIR:

Presiding Officer

ATTEST:

Nancy Mees
CLERK TO THE COMMISSION

AGENDA ITEM #7

TO: ALL COMMISSIONERS, ALTERNATES
FROM: NANCY MEES, CLERK TO THE COMMISSION
SUBJECT: PUBLIC REVIEW DRAFT MUNICIPAL SERVICE REVIEW (MSR), 2020 UPDATE,
SUTTER CREEK FIRE PROTECTION DISTRICT (LAFCO PROJECT #322)
DATE: MEETING OF JANUARY 9, 2020

BACKGROUND:

The Public Review Draft Municipal Service Review (MSR) for Sutter Creek Fire Protection District (SCFPD) is attached. This MSR was undertaken at this time to comply with the statutory requirement of updating the MSR every five years.

BACKGROUND:

SCFPD was formed in 1906 prior to the incorporation of the city of Sutter Creek and is an independent special district. The District was formed to provide fire and emergency services. The principal act that governs the District is the Fire Protection District Law of 1987. The SCFPD boundary area consists of two non-contiguous areas, generally near the City of Sutter Creek and generally near Amador City. The fire district boundaries are larger than each of the city boundaries.

DISCUSSION:

The attached draft MSR describes the district and its services. The District appears to comply with statutory and regulatory requirements for its administration and operations.

STAFF RECOMMENDATIONS:

1. Receive the Draft MSR and direct staff to circulate the report for comment.
2. Set the public hearing for the final action on the MSR for the next LAFCO meeting.

Attachments:

Public Review Draft MSR 2020 Update for Sutter Creek Fire Protection District

SUTTER CREEK FIRE PROTECTION DISTRICT

Sutter Creek Fire Protection District (SCFPD) provides fire and emergency response services.

AGENCY OVERVIEW

Background

SCFPD was officially formed in 1906 and is an independent special district.¹ The District was formed to provide fire and emergency services.

The principal act that governs the District is the Fire Protection District Law of 1987.² The principal act empowers fire districts to provide fire protection, rescue, emergency medical, hazardous material response, ambulance, and any other services relating to the protection of lives and property.³ Sutter Creek Fire provides fire prevention, fire suppression services, emergency medical response, and rescue services. In addition, the District provides public assistance, building inspections, and public education.

Districts must apply and obtain LAFCO approval to exercise services authorized by the principal act but not already provided (i.e., latent powers) by the district since the end of 2000.⁴

Boundary

The SCFPD boundary area consists of two non-contiguous areas: the first generally encompasses the City of Sutter Creek and environs, and the second area encompasses Amador City and an area of unincorporated territory west of Amador City. The cities are in central-western Amador County, and together total approximately three square miles. By comparison, the District's automatic aid response area is 42 square miles. The fire district boundaries are larger than each of the city boundaries.

LAFCO records indicate there have historically been numerous annexations to the District since LAFCO was created, but some of the annexations were not completed, others were not recorded. In some cases, annexations to the City of Sutter Creek were approved with reorganization to Sutter Creek FPD, but the Certificate of Completion or other recorded documents only show annexation to the city. County mapping

¹ Formation date reported by the District in the 2008 MSR.

² Health and Safety Code §13800-13970.

³ Health and Safety Code §13862.

⁴ Government Code §56824.10, re new or different services.

frequently omitted the Amador City portion of the SCFPD boundaries. Many other errors and anomalies have been found, adding to the confusion about the accurate SCFPD district boundaries. LAFCO staff have now carefully reviewed boundary actions and compiled recorded documents to verify the legal boundaries of the district. LAFCO Project #143 included a mass annexation of territory that was intended to be annexed into the district. Project #143 corrected or re-annexed the earlier incomplete or confusing annexations with proper maps and process to ensure completion. Accurate boundaries for the district have been mapped in GIS format and will be available for the final MSR and on the LAFCO website at the conclusion of the MSR effort.

Sphere of Influence

LAFCO records indicate the original SOI was adopted in December 1976, but the record does not provide a description of its boundaries or a reliable map, and at that time, the boundaries of the district were not accurately known. There is no record of LAFCO amending the SCFPD SOI as a separate action nor concurrently with annexations. One could imagine that sphere amendments were assumed to be “automatic” when annexations and changes of organization occurred. After completion of this MSR, LAFCO will adopt and update the SOI for the District, based on verified boundaries and existing service areas.

Local Accountability and Governance

The principal act stipulates that a fire protection district’s board of directors must have an odd number of members, with a minimum of three and a maximum of 11.⁵ Directors may be appointed or elected to staggered four-year terms. Boards are to internally elect directors to the positions of president and vice-president. Accordingly, SCFPD is governed by a five-member, elected board of directors. The Board has a chair and vice-chair. Current board member names, positions, and term expiration dates are shown in Figure 1.

⁵ Health and Safety Code §13842.

Figure 1: Sutter Creek Fire Protection District Governing Body

Sutter Creek Fire Protection District			
Governing Body			
	Name	Position	Term Ends
<i>Members</i>	Harold Gamble	Chair	2023
	Reed Shugart	Vice Chair	2021
	Ron Watson	Commissioner	2021
	Gary Wooten	Commissioner	2023
	Bob Long	Commissioner	2021
<i>Manner of Selection</i>	Election at large		
<i>Length of Term</i>	Four years		
<i>Meetings</i>	1st and 3rd Tuesdays, Location: 350 Hanford St., Sutter Creek, CA		
<i>Agenda Distribution</i>	Mailed and posted and (01/20 internet planned)		
<i>Minutes Distribution</i>	Mailed and provided upon request and (01/20 internet planned)		
Contact			
<i>Contact</i>	Chair		
<i>Mailing Address</i>	P.O. Box 365, Sutter Creek, CA 95685		
<i>Phone</i>	(209) 267-0285, Fax: (209) 267-0587		
<i>Email/Website</i>	suttercreekfire@sbcglobal.net	www.suttercreekfire.org	

With regard to customer service, complaints may be submitted to the District via phone or letter. The District is encouraged to provide for a means to submit a complaint or request via email once the website is established. The district received one complaint in 2019. The complaint was concerning the fire districts burning of property in the city for fuel mitigation. Complainant thought that SCFPD shouldn't be burning because it may give prospective home buyers an impression that fires are allowed in the city. The complainant was notified that the district will continue to burn and that burning enhances the safety of the citizens.

Sutter Creek Fire tracks information on new laws and regulations that affect the district, such as the website requirement. These are relayed to the board with suggested action that the board should take to comply. Sources for this information include the California Chamber of Commerce, California Fire Chiefs Association, Fire Districts Association of California, International Association of Fire Fighters, Legislative Analyst's Office, Department of Finance, Northern California Fire Districts Association, California Special District Association, California State Controller's Office, California Office of Traffic Safety, Keenan and Associates, Fire Agencies Self Insurance System, Division of Occupational Safety and Health, National Fire Protection Association, and others.

The district is a member of the following associations: California Chamber of Commerce, California Fire Chiefs Association, Fire Districts Association of California, International Association of Fire Fighters, and California Special District Association.

The District staff reported that it has had no known Brown Act violations in recent history. The board is informed of Brown Act requirements by the Administration. The chief notes that most of the board have spent much of their lives in public service at other federal, state or local agencies and understand the Brown Act. Following a meeting with LAFCO staff in June, the board discussed Brown Act issues and training at a board meeting. The chief plans to distribute a new copy of the Brown Act to the board at their January Meeting.

The chief states that ethics training will be completed in 2020 by all line personnel, and two board members also need to complete that requirement. Board members are expected to complete the training in January 2020. They currently use the <http://localethics.fppc.ca.gov/>, provided by the state, as the most convenient and cost effective method of completing ethics training.

The District demonstrated accountability in its disclosure of information and cooperation with LAFCO.

Management

The Chief and the district secretary manage the daily operations of the District. In 2017, when SCFPD took over its paid employee program, SCFPD implemented employee evaluations.

The chief reports the following policies adopted and in place: SCBA Policy (updated 2015), Return to Work Policy (2017), "2 in 2 Out" Policy (updated 2016), Fire Ground Strategy Policy (2017), Drug and Alcohol Policy (2003), Code 3 Driving Policy (updated 2017), PPE Inspection Policy (updated 2017), Blood Borne Pathogen Policy (updated 2015), ATD Exposure Control Policy (2017), and Firefighters Bill of Rights (2017)

The adopted District mission statement is "Save lives, protect property, and be safe."

Insurance is provided by Provident Insurance through the District's membership in Northern California Fire District Association. ISU Insurance Services covers commercial, auto and excess liability under the FirePlus Program Public Officials and Management Liability coverage is also in place, as well as Excess Liability Coverage, renewing annually in November.

District financial planning efforts include annual budgets and audits (see above). The District does not have a capital improvement plan. Every year the board looks at needs and wants and prioritizes them. A priority over the last few years has been to upgrade EMS capability, since 80% of calls for service are either medical or public assist in nature.

An informal apparatus replacement plan provides for apparatus to be replaced as needed when a suitable replacement is found on the market. When possible, the district purchases lightly used apparatus that other agencies sell or donate. For example, the chief cites replacing or adding three apparatus in the last two years, including a 2005 HME that replaced a 1991 Westates, purchased for \$49,000 from the City of Woodland. A 1989 LTI quint from the City of Reedley was acquired for \$15,000. These purchases helped improve the ISO rating and the need for a ladder truck. A donation of a 2008 Ford Type VI was accepted from Amador Fire Protection District.

Over the last 30 years the Fire district has been looking for land to replace our downtown station (Station 2). SCFPD has received a donation of a piece of land in the Allen Ranch Road area to build the replacement station. The land use approval process is currently underway with City of Sutter Creek to start construction sometime in the future.

Service Demand and Growth

Existing land uses in the SCFPD boundary area are diverse, including urban densities in some areas with single-family residential, commercial, industrial, mining, and institutional uses. Commercial and industrial land uses are concentrated in the Sutter Hill area and along Old Highway 49.⁶ Large, vacant parcels are located on the outskirts of Amador City and Sutter Creek. Land uses in the District's automatic aid area, which includes about 52 square miles outside the District's boundaries, are predominantly agricultural and vacant, and include some commercial and industrial uses in the Martell area.⁷

Major employers in the District's bounds include the City of Sutter Creek, and hotels in Sutter Creek and Amador City. There are several small restaurants and shops in both cities. The District's automatic aid response area includes a portion of the unincorporated Martell community with its many retailers.

The District estimates its population to be approximately 2,747 based on the combined population of the two cities in 2019 per State of California Department of Finance. The District's population density is estimated to be 866 per square mile, substantially higher than the countywide density of 64. The population that the District serves is greater than the estimated district population due to the fact that the automatic aid response area extends outside district boundaries.

SCFPD has experienced slow growth over the last few years as reported by the district. In a ten-year period from 2010 to 2019 the District's population grew by two percent, compared to lower countywide population growth in the same period. The SCFPD automatic aid area includes the Martell area, where significant retail growth occurred in recent years.

⁶ City of Sutter Creek, *General Plan Land Use Element*, 1994, Map LU-1.

⁷ Amador County, *General Plan, Existing General Plan Land Use Classifications*, 2007.

In 2013-14, the District reported that service demand was increasing, due to developments both inside and near its bounds and that it did not have the capacity to serve this growth due to financing constraints. However, since 2010, with the addition of paid personnel, the workload for volunteers to provide initial aid to our citizens has stabilized. An increase in EMS as well as public assist calls are noted by the district.

The District is currently planning for some development projects which are in the Sutter Creek city planning process. The Pine Woods 2 apartment complex is under construction off Valley View Way at Independence Drive, with 62 units planned (see related LAFCO Annexation #298). Golden Hills phase 2-3 with up to 43 units are also planned. District staff also notes there have been fill-in parcels throughout the district.

There are a small number of lots available for development within Amador City, but development timing is unknown. The District is not a land use authority, and does not hold primary responsibility for implementing growth strategies.

Disadvantaged Unincorporated Communities

LAFCO is required to evaluate disadvantaged unincorporated communities (DUCs) as part of this service review, including the location and characteristics of any such communities. A disadvantaged unincorporated community is defined as any area with 12 or more registered voters, or as determined by commission policy, where the median household income is less than 80 percent of the statewide annual median.⁸

Any MSR conducted by LAFCO for a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, shall identify any DUCs within and contiguous to the sphere of influence of that city or special district, and describe the present and probable needs and deficiencies for the provision of those public facilities and services within such DUC.⁹

The California Department of Water Resources (DWR) has developed a mapping tool to assist in determining which communities meet the disadvantaged communities median household income definition. DWR identified disadvantaged communities within Amador County¹⁰. Current Median Household Income is \$48,120.

The 2014 MSR identified that the entire City of Sutter Creek is considered a disadvantaged community, although incorporated. No disadvantaged unincorporated communities were found in the City's SOI area. However, the district is adjacent to the community of Martell, which is considered a disadvantaged unincorporated community.

⁸ Government Code §56033.5.

⁹ LAFCO Policy 7.3, adopted 2-16-17.

¹⁰ DWR maps and GIS files are derived from the US Census Bureau's American Community Survey (ACS) and are compiled for the five-year period 2006-2010.

The District, along with other regional providers, does provide services for fire and emergency response on the same basis and at the same levels as those services provided within the city by the District and within the District boundaries. LAFCO Policy 7.6 is applicable in this case, however, providing that “Any area receiving wastewater, municipal and industrial water, or structural fire protection services which are determined by LAFCO to be adequate and equivalent to those services provided within city boundaries shall not be considered a disadvantaged unincorporated community.”

Financing

The District reports that current financing levels are adequate to deliver the services currently provided and have accommodated projected increases in the service demand. As new lots are created and construction occurs, the district’s Community Facility District (CFD) revenue will help to pay for added service demand. SCFPD has provided service over the years, due to a strong volunteer firefighter base. Our current volunteer base has decreased and is variable. The district reports that they are working with other agencies in the county to increase our volunteer force and make it more consistent. The District reported that with the adoption of Measure M, SCFPD has transitioned to a combination fire district, including both volunteers and paid staff.

The primary revenue source is Measure M revenue (55 percent). Property taxes comprised 40 percent of total revenue. Service charges composed less than five percent of revenue. The District reported mitigation fee revenue over the last five years has been approximately \$50,000.

Expenditures were composed of employee compensation (approximately 60 percent), services and supplies (approximately 35 percent), and capital expenditures (5 percent). The category of services and supplies includes protective clothing, maintenance expenses, and utilities, among others.

The District had no outstanding long-term debt at the end of FY 2019-20.

The District does not have a formal policy on reserves, although it does aim to keep a 75% balance for contingencies in case of economic downturns and unforeseen emergencies.

SCFPD had for years been on a two-year cycle of audits/financial review per the Amador County Auditor’s office. Twelve years ago, the County Auditor allowed the District to go to a four-year audit cycle. It has completed two of the cycles and currently is being audited for the 2016-19 period. The state has requested we return to a two-year cycle, which it will starting with the 2019-20 and 2020-21 fiscal years. As soon as the audit is complete, it will be sent to LAFCO.

FIRE AND EMS SERVICES

Nature and Extent

SCFPD provides fire prevention, fire suppression services, emergency medical response, and rescue services. In addition, the District provides public assistance, building inspections, and public education.

Portions of the SCFPD primary response area outside of incorporated cities are in the State Responsibility Area (SRA), which are areas located outside of the Local Responsibility Area (LRA). LRAs are typically located either inside the boundaries of a city or are more urbanized areas surrounded by SRA. California Department of Forestry and Fire Protection (CAL FIRE) is a seasonal fire agency in Amador County that operates from May through October and is responsible for the protection of SRA lands in the State of California.

In the SRA, CAL FIRE is responsible for wild land fires; SCFPD is responsible for structure fire, medical aid, vehicle accidents, public assists and first response on rescues. In the LRA, SCFPD is responsible for all of the aforementioned services with the addition of wildfire.

Personnel

The District is staffed by one chief, one battalion chief, three captains, of which two are paid, one paid firefighter and six volunteer firefighters. All non-probationary firefighters are certified Volunteer Firefighter Level or higher. All firefighters are certified BLS First Responder or EMT-1.

The paid captains work a 72/96 schedule, whereby they work 72 hours in residence at a station and then have 96 hours off. They are assigned two shifts, A and B. The paid firefighter works from 8am to 6pm, Monday through Friday. This schedule is designed to maximize coverage during the usual workday when volunteers are likely working at other, non-firefighter employment. The extra 24-hour shift each week, on Wednesday, is currently covered by the Fire Chief.

Volunteer firefighters are recruited by word of mouth and via presentations at career day at Amador High School. The District reports an average turnover of three volunteer firefighters per year. Non-sworn personnel consist of a district secretary.

The District provides stipends to the volunteer Captains and Battalion Chief to offset costs. The Fire Chief receives \$3500 per month, the battalion chief receives \$1150 per month, volunteer captains receive \$350 per month, and the secretary receives up to \$1200 per month. All volunteer personnel, from captain rank and below, receive-fifteen-dollars per emergency call response. These levels represent an increase from the amounts reported in the 2014 MSR.

The District also has a stipend program to augment the paid staff. The stipend program allows for a volunteer firefighter to spend a 12-hour shift at the station and the District allocates \$50 to cover food, fuel, personal and safety items. The stipend program is available seven days a week, with a day shift and a night shift.

Regular training is held on Wednesday nights and special training is offered on Saturdays and as needed. Ione Fire Department is currently conducting Cadet classes from participants throughout the county. The hope is that the cadets will transition to volunteer firefighters when they graduate from the regional program.

Regional Collaboration

SCFPD collaborates with other fire providers in the County through the Amador Fire Protection Authority (AFPA). AFPA is a Joint Powers Authority (JPA) that is tasked with allocating Measure M funds to local fire agencies and to look at consolidation of the fire agencies. The AFPA Board is made up of SCFPD, Amador County FPD, Lockwood Fire Protection District (LFPD), Jackson Fire Department (JFD), Ione Fire Department (IFD), Jackson Valley Fire Protection District (JVFPD), and the City of Plymouth. Additionally, SCFPD provides automatic aid to adjacent areas through an agreement with other providers.

SCFPD had been in talks with AFPD about consolidation or reorganization of the two districts prior to SCFPD taking over the paid contract in July 2017. In July 2017 SCFPD and AFPD jointly canceled the contract. Both districts mutually agreed to cancel the contract for paid personnel and for fire prevention services. SCFPD cooperates with all the departments/districts in many areas to ensure optimal service provision.

Dispatch and Communications

All 911 calls made from landlines in Amador County are automatically routed to the Amador County Sheriff's communication center in Jackson, which is the Public Safety Answering Point (PSAP). Cell phone 911 calls are answered by the California Highway Patrol in Stockton, and then are routed to the Sheriff. Fire and EMS calls are routed from the PSAP to Secondary Public Safety Answering Point (SPSAP), or Camino. Camino is the designator for CAL FIRE's Interagency Command Center in El Dorado County. Camino receives calls from PSAP's as well as direct calls, and is responsible for dispatch for the Amador, Eldorado, Alpine and Sacramento CALFIRE Unit (AEU). Camino is responsible for all fire dispatches in Amador and El Dorado County, as well as medic dispatch in El Dorado County. SCFPD is dispatched to all calls within its primary response area by Camino.

All fire providers in Amador County, including SCFPD, communicate through the same radio systems. Amador County uses AEU Local for dispatching and Amador Command for incident traffic. Because of the shared radio frequencies, SCFPD is able to communicate with all the other providers in Amador County. As with all agencies that use Incident Command System (ICS), the first unit to arrive on scene is usually responsible for incident command (IC). The IC agency notifies Camino dispatch whether and when sufficient personnel have arrived on scene to adequately attend to the incident. For vehicle accidents, law enforcement becomes responsible for incident coordination once it arrives on scene through Unified Command. Prior to law enforcement arriving on scene, the IC agency remains responsible for incident command.

Location

The District serves its automatic aid area (approximately 42 square miles), which is much larger than its legal bounds (approximately three square miles). The area encompasses the District's legal bounds and extends three to five miles beyond in all directions to form one contiguous area. The primary response area extends east of Sutter Creek to Carpenter's Gulch, north to the intersection of New Chicago Road and North Quartz Mountain Road, west to the intersection of Varia Ranch Road and SR 49, south to the intersection of SR 88 and SR 104, and east on Ridge road to Hamricks Grade. The area includes territory north of the railroad tracks in the unincorporated community of Martell.

Infrastructure

SCFPD operates one fire station for emergency response at this time. Station One, the main station, is located on Hanford Street (Old Highway 49) and houses two Type I fire engines (6433 and 6431), a Type III fire engine (6422), a Type II engine (6420) and a tactical tender (6440). Station One was finished in 1988 and has a kitchen, multiple bathrooms, day room, offices, and living quarters. Station One houses the paid personnel and volunteers.

Station Two is located in downtown Sutter Creek next to City Hall. It was built in 1936. The station is currently used as a museum and houses the 1920's fire engine

Station Three is an historic station located in Amador City. Station Three houses the District's antique fire engine as well as antique hose carts. No emergency calls are dispatched out of Station Three.

All stations are considered by the District to be in pretty good condition. Station One has had a third of its asphalt replaced and is looking at replacing another third in 2020-21.

The District acquired land through a generous donation from Robert Dalton on the corner of Old Highway 49 and Allen Ranch Road. The district is currently working through the system for plans and permits for site construction start in 2020. Station Four is replacing Station Two that used to house a Type II engine and a squad. The district outgrew the old location and has converted it into a fire museum. This will allow SCFPD to have stations on both sides of Sutter Creek and have volunteer firefighters able to access fire equipment on both sides of the creek.

With the new station, SCFPD intends to better serve current residents/citizens and future growth inside the district, including areas formerly planned for a large scale development (Gold Rush Ranch). Station Four is planned to house a Type I engine, a Type I Truck and a Type VI engine.

The District reports that its fire apparatuses are 15 years old or older, and therefore newer fire vehicles are a necessary upgrade. The District does not typically buy new equipment, and prefers to purchase lightly used fire engines from other agencies.

The District reported that all areas in the District are equipped with fire hydrants. The fire district receives water for fighting fires from the Amador Water Agency (AWA). The AWA provides the district from the Tanner reservoir located on Ridge Road.

Service Adequacy

There are two general indicators of service adequacy for municipal fire providers: ISO rating and response times. The Insurance Service Office (ISO), an advisory organization, classifies fire service in communities from 1 to 10, indicating the general adequacy of coverage. Communities with the best systems for water distribution, fire department facilities, equipment and personnel and fire alarms and communications receive a rating of 1. SCFPD has an ISO rating of 4, upgraded from 5 as noted in the 2014 MSR. The most recent ISO evaluation was in 2019.

Emergency response time standards vary by level of urbanization of an area: the more urban an area, the faster the required response. The response time guideline established by the California EMS Agency is five minutes in urban areas, 15 minutes in suburban or rural areas, and as quickly as possible in wilderness areas. SCFPD's bounds are classified as urban in Sutter Creek and rural in Amador City. The average response time in 2018 within District bounds was approximately four minutes and approximately ten minutes outside of district bounds. The District's 90th percentile response time in 2018 was 6.25 minutes, meeting the rural but not the urban guideline. Responses are notably faster than those reported in the 2014 MSR.

The District reports that there is room for improved efficiency in all areas of service. The district constantly strives to provide the highest, fastest, most consistent service it can to its citizens. The district has upgraded many of its engines with newer medical equipment and newer fire equipment, and replaced/upgraded/added three engines or trucks in the last two years.

Figure 2: Sutter Creek Fire Protection District Equipment

Equipment						
Apparatus	Number	Type	Pump (GPM)	Tank (gallons)	Ladder (largest)	Year Built
Duty	6411	NA	NA	NA	NA	2007
Duty	6412	NA	NA	NA	NA	2003
Duty	6413	NA	NA	NA	NA	2000
Engine	6420	II	750	500	24	1996
Engine	6422	III	500	500	16	1993
Engine	6426	VI	250	400	16	2008
Engine	6431	I	1500	650	30	2005
Engine	6433	I	1500	500	35	1996
Water Tender	6440	I	1500	3000	10	1989
Utility	6446	NA	NA	NA	NA	1998
Truck	6480	I	1500	500	75	1989

Figure 3: Sutter Creek Fire Protection District Fire Service

Fire Service				
Service Configuration			Service Demand	
Fire Suppression	Direct		Statistical Base Year	2018
EMS	Direct		Total Service Calls	1,078
Ambulance Transport	ALA		% EMS	54%
Hazardous Materials	Calaveras		% Fire/Hazardous Materials	7%
Air Rescue & Ambulance Helicopter	Out of Region		% Miscellaneous	2%
Fire Suppression Helicopter	N/A		% Non-emergency	34%
Public Safety Answering Point	Amador County Sheriff		% False Alarms	3%
Fire/EMS Dispatch	CAL FIRE/AC Sheriff		Calls per 1,000 people	359
Service Adequacy			Resources	
ISO Rating		4	Fire Stations in District	1
Average Response Time (min) Code 3		4.08 in District	Fire Stations Serving District	1
90th Percentile Response Time (min)		6.25	Sq. Miles per Station ¹	2.5
Response Time Base Year		2018	Total Staff ²	11
Training			Total Full-time Firefighters	4
Required training time is 110 to 150 hours, as specified by a training officer. Regular training is held on Wednesday nights and special training is held on Saturdays.			Total Volunteer Firefighters	6
			Total Sworn Staff per Station ³	10
			Total Sworn Staff per 1,000	3.5
Service Challenges			Staffing Base Year	2018
Service challenges include providing adequate response to service calls, finding training opportunities that are affordable and the cost of replacing equipment.			Fire Flow Water Reserves	AWA
			Facilities	
Station	Location	Condition	Staff per Shift	Apparatus
Station One	350 Hanford St., Sutter Creek, CA	Good	1-3 depending	2 Type I engine, 1 Type II engine, 1 Type III engine, 1 Type VI engine, 1 Type 1 truck, & 1 Tactical Tender
Station Two (Museum)	18 Main St., Sutter Creek, CA	Fair	N/A	
Station Three (Museum)	10791 Water St., Amador City, CA	Fair	N/A	Antique fire engine and hose carts
Station Four (Under Construction)	Allen Ranch Road and Old Highway 49	Under construction	N/A	
The District is building a new station at Allen Ranch Road. The District also requires newer fire engines to replace the current fleet as needed.				
Facility Sharing				
Current Practices: Station 141 is used by different community groups, counties and city governments for various uses.				
Future Opportunities: Consolidation with other county fire providers.				
Mutual & Automatic Aid Agreements				
Mutual aid agreements between AFPD, CAL FIRE, City of Ione, City of Jackson, JVFPD, LFPD and SCFPD.				
Notes:				
(1) Primary service area (square miles) per station.				
(2) Total staff includes sworn and non-sworn personnel.				
(3) Based on ratio of sworn full time and call staff to the number of stations. Actual staffing levels of each station vary.				

AGENDA ITEM #8

TO: ALL COMMISSIONERS, ALTERNATES
FROM: NANCY MEES, CLERK TO THE COMMISSION
SUBJECT: ADDENDUM/AMENDMENT TO THE MUNICIPAL SERVICE REVIEW (MSR) FOR PINE ACRES COMMUNITY SERVICES DISTRICT (LAFCO PROJECT #314)
DATE: MEETING OF JANUARY 9, 2020

BACKGROUND:

Snow removal is a distinct function of Community Service Districts defined in state law Government Code §61100, et.seq.). Snow removal services by Pine Acres CSD were completely omitted from the 2008 MSR and were mentioned in one reference in the 2014 MSR update. However, the district has provided this service in the zones assessed for snow removal for many years. Consultants likely overlooked this service because the service was not identified as an authorized service in 2006, nor in the formation documents for Pine Acres. The discussion of the 2006 action by LAFCO is contained in this meeting packet under Agenda #9.

Snow removal services were described and discussed in the 2019 MSR text, however no determinations were prepared for this service. When staff began to prepare the resolution proposed for amendment of the sphere of influence for this district, it became clear that snow removal service had not been authorized for Pine Acres CSD. In order to add snow removal service to the resolution amending the sphere of influence under Agenda #10, the MSR, LAFCO must make determinations specific to snow removal.

DISCUSSION:

The 2019 MSR prepared by LAFCO staff describes and discusses snow removal services in the sections describing roadway services. This information appears sufficient for citizens and others to understand how Pine Acres CSD provides road maintenance and snow removal through private contractors and how those services are financed. The district maintains a separate account for snow removal and snow removal services appear to be adequately funded and provided by PACSD. To affirm that the district provides both road maintenance and snow removal services, the MSR needs to be amended to identify roadway and snow removal services as distinct services provided by PACSD. Added determinations for snow removal need to be amended into the 2019 MSR. MSR reports and resolutions, sphere of influence resolutions and associated determinations are not recorded. They are published to the LAFCO web site and provided to relevant

agencies. An annotation for each change showing the date (1/9/2020) would clearly convey the timing and substance of LAFCO's actions.

Resolution 2019-17 (adopted August 15, 2019) needs to be amended to add determinations that snow removal services are adequate and are adequately funded. The original resolution and the amended resolution will be retained in the records.

Legal counsel has reviewed the recommendations and addendum/amendment process.

RECOMMENDATIONS:

1. Direct staff to modify and amend the 2019 MSR to change the title of the "Roadway Services" section to say "Roadway and Snow Removal Services" and replace the published MSR with the revised version.
2. Add two determinations to the 2019 MSR regarding snow removal services as follows:
 - Present and planned capacity for snow removal service provision appears adequate.
 - Financing and assessments for snow removal are adequate and funding in the snow removal account is sufficient to ensure sustainable snow removal services by the district.
3. Direct staff to prepare an amended Resolution #2019-17 to include the additional snow removal determinations for Pine Acres CSD and to retain both the original and amended versions of the resolutions in the permanent records.

AMADOR LAFCO
LOCAL AGENCY FORMATION COMMISSION

DRAFT

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
Contact: 209-418-9377
amador.lafco@gmail.com

Project Title: Amendment of Municipal Services Review and LAFCO Resolution 2019-17, adding determinations for Snow Removal; Retroactive Authorization for Snow Removal Services previously provided by Pine Acres Community Services District (PACSD)

Project Location - Specific: Near the intersection of Hwy 88 and Tabeaud Rd.

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

Description of Project: Amendment of Municipal Services Review and LAFCO Resolution 2019-17, adding determinations for Snow Removal; Retroactive Authorization for Snow Removal Services previously provided by Pine Acres Community Services District (PACSD)

Name of Public Agency Approving Project: Amador LAFCO
Name of Person or Agency Carrying out Project: Amador LAFCO

Exempt Status: (check one)
 Ministerial
 Declared Emergency
 Categorical Exemption Section 15061(b)(3)
 Statutory Exemptions. State code number:

Reasons why project is exempt: Section 15061(b)(3) of the Public Resources Code, in that there is no change in services provided by PACSD and no possibility that the project could have a negative effect on the environment, Project corrects the 2006 omission of snow removal services as an active function and service provided by PACSD.

Signature: _____ **Date:** 1/9/20 **Title:** _____ Executive Officer

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

POSTED ON:

AGENDA ITEM #9

TO: ALL COMMISSIONERS, ALTERNATES
FROM: NANCY MEES, CLERK TO THE COMMISSION
SUBJECT: RETROACTIVE AUTHORIZATION FOR SNOW REMOVAL SERVICES BY PINE ACRES COMMUNITY SERVICES DISTRICT
DATE: MEETING OF JANUARY 9, 2020

BACKGROUND:

Snow removal services by Pine Acres CSD were omitted from the 2008 MSR and were mentioned in one reference in the 2014 MSR update. However, the district has provided this service in the zones assessed for snow removal for many years. Staff research for adoption and amendment of the sphere for this district identified that snow removal service had never been authorized for Pine Acres CSD.

HISTORY AND BACKGROUND OF SERVICE AUTHORIZATION:

As a result of a comprehensive rewrite of CSD law in 2004-05, LAFCOs were required to conduct an inventory of each CSD and identify the functions and services currently being provided by each district at that time. This work was completed by Amador LAFCO in January 2006 as required (attached), and it is likely each district simply self-reported its own services to LAFCO. All functions and services that were actively provided were deemed active services. Services not identified in 2006 were then deemed “latent powers” under the revised CSD laws. Since 2006, any district desiring to activate one of their “latent powers” must obtain LAFCO authorization for the new service.

The functions and services identified for Pine Acres in 2006 did not include snow removal. Pine Acres has exercised this power since at least 1993, per Jim Simmons, district board secretary. Thus snow removal is not a “latent power” of PACSD, but an active function of the district that was not identified in 2006. Since snow removal was not authorized by LAFCO at the time, the commission needs to retroactively modify the 2006 action and add snow removal to the exercise of this district’s powers and functions. This validating will resolve any confusion about whether the district has the authority for snow removal work.

DISCUSSION:

Legal Counsel has reviewed this matter and agrees that this action is not authorization of a new function or service, and is not subject to proceedings under Government Code

Section 56824.10. The action will correct an omission in the 2006 listing, and retroactively authorize the district to provide snow removal.

STAFF RECOMMENDATION:

1. Find the action exempt under CEQA Section 15061(b)(3) of the Public Resources Code, no change in services and no possibility that the action could have a negative effect on the environment.
2. Retroactively amend the 2006 inventory of services provided by Pine Acres Community Services District and authorize snow removal services.

Attachments:

Original 2006 listing and authorization of CSD services

**COMMUNITY SERVICE DISTRICT INVENTORY
AS OF JANUARY 1, 2006**

PINE GROVE CSD

- a) **Supply water for any beneficial uses, in the same manner as a municipal water district, formed pursuant to the Municipal Water District Law of 1911, Division 20 (commencing with Section 71000) of the Water Code.**
- e) **Acquire, construct, improve maintain, and operate recreation facilities, including, but not limited to, parks and open space, in the same manner as a recreation and park district formed pursuant to the Recreation and Park District Law, Chapter 4 (commencing with Section 5780) of Division 5 of the Public Resources Code.**

PINE ACRES CSD

- g) **Acquire, construct, improve, maintain, and operate street lighting and landscaping on public property, public rights-of-way, and public easements.**
- l) **Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works.**

FIDDLETOWN CSD

- f) **Supply water for any beneficial uses, in the same manner as a municipal water district, formed pursuant to the Municipal Water District Law of 1911, Division 20 (commencing with Section 71000) of the Water Code.**

VOLCANO CSD

- b) **Supply water for any beneficial uses, in the same manner as a municipal water district, formed pursuant to the Municipal Water District Law of 1911, Division 20 (commencing with Section 71000) of the Water Code.**
- e) **Acquire, construct, improve maintain, and operate recreation facilities, including, but not limited to, parks and open space, in the same manner as a recreation and park district formed pursuant to the Recreation and Park District Law, Chapter 4 (commencing with Section 5780) of Division 5 of the Public Resources Code.**
- f) **Organize, promote, conduct, and advertise programs of community recreation, in the same manner as a recreation and park district formed pursuant to the Recreation and Park District Law, Chapter 4 (commencing with Section 5780) of Division 5 of the Public Resources Code.**
- g) **Acquire, construct, improve, maintain, and operate street lighting and landscaping on public property, public rights-of-way, and public easements.**
- s) **Acquire, construct, improve, maintain, and operate community facilities, including, but not limited to, community centers, libraries, theaters, museums, cultural facilities, and child care facilities.**
- ab) **Own, operate, improve, and maintain cemeteries and provide interment services, in the same manner as a public cemetery district, formed pursuant**

to the Public Cemetery District Law, Part 4 (commencing with Section 9000) of Division 8 of the Health and Safety Code.

RANCH HOUSE ESTATES CSD

- l) Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works.**

SUNSET HEIGHTS CSD

- b) Supply water for any beneficial uses, in the same manner as a municipal water district, formed pursuant to the Municipal Water District Law of 1911, Division 20 (commencing with Section 71000) of the Water Code.**
- g) Acquire, construct, improve, maintain, and operate street lighting and landscaping on public property, public rights-of-way, and public easements.**
- l) Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works.**
- t) Abate weeds and rubbish pursuant to Part 5 (commencing Section 14875) of the Health and Safety Code.**
- w) Remove snow from public streets, roads, easements, and rights-of-way.**

RIDGEWOOD ACRES CSD

- g) Acquire, construct, improve, and maintain streets, roads rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works.**

RABB PARK CSD

- a) Supply water for any beneficial uses, in the same manner as a municipal water district, formed pursuant to the Municipal Water District Law of 1911, Division 20 (commencing with Section 71000) of the Water Code.**

AGENDA ITEMS #8

TO: ALL COMMISSIONERS, ALTERNATES
FROM: NANCY MEES, CLERK TO THE COMMISSION (REVIEWED & APPROVED BY EXECUTIVE OFFICER)
SUBJECT: AMEND/ADOPT THE SPHERE OF INFLUENCE FOR PINE ACRES COMMUNITY SERVICES DISTRICT RESOLUTION #2020-01, LAFCO PROJECT #317
DATE: MEETING JANUARY 9, 2020

DESCRIPTION & BACKGROUND

Government Code requires the commission to adopt and update as needed, the spheres of influence of each district and city every five years. The Pine Acres Community Services District (PACSD) sphere of influence was adopted in 1976, but no map was attached to the resolution in the LAFCO archives. In 2009, LAFCO conducted boundary research through recorded documents and subsequently affirmed a coterminous SOI for the District (Resolutions #2009-10), and affirmed it in 2014 (Resolution #2014-11).

The 2019 Municipal Services Review (MSR) for Pine Acres Community Services District updated the status of PACSD and was reviewed by the commission in August 2019. Determinations regarding the district were made in Resolution #2019-17, and augmented with a determination for snow removal services on February 9, 2020. Those determinations are consistent with reducing the existing sphere of influence and encouraging the district to detach the properties where service has not been, or will not in the future be, provided. The parcels to be detached are (1) parcels which historically have not been assessed by or received services from the District, or (2) have been assessed an administrative fee only in anticipation of future development, which, if it were to now occur, would be required to build roads to county standards and have those roads maintained by the county, not the district.

The analysis and complete profile for the district is contained in the 2019 Municipal Services Review and Addendum and are made a part of the record of this action by reference.

CEQA

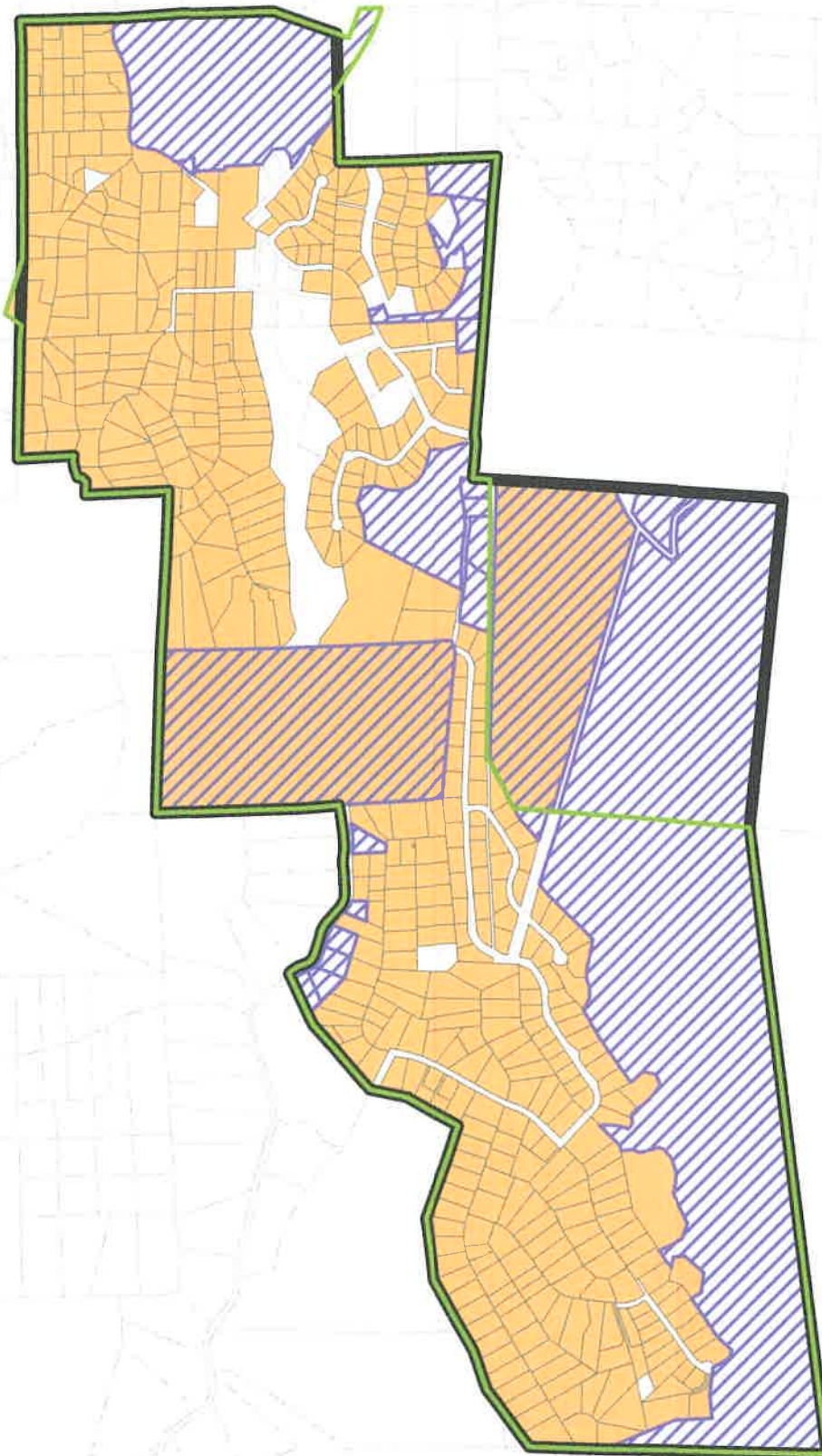
LAFCO is the lead agency for the project. The Executive Officer has reviewed the proposal and determined that it is categorically exempt from the provisions of the California Environmental Quality Act (CEQA), Section 15061(b)(3) of the Public Resources Code, in that there is no change in services or service demand and no possibility that the project could have a negative effect on the environment (Notice of Exemption attached).





RECOMMENDATIONS

Staff recommends that the Commission take the following actions:

1. Hold the public hearing and determine whether the previously adopted sphere of influence should be amended/reduced for Pine Acres Community Services District.
2. Find that the project is exempt from the provisions of CEQA pursuant to Section 15061(b)(3) and direct staff to prepare a Notice of Exemption pursuant the California Code of Regulations.
3. Adopt Resolution #2020-01, making determinations and amending the existing sphere of influence of the Pine Acres Community Services District.
4. Direct staff to complete the necessary filings and transmittals as required by law.

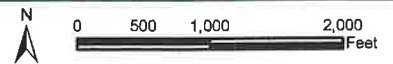
Attachments: Map of proposed sphere of influence
Resolution #2020-01
Exhibit A: Map
Exhibit B: Determinations
Notice of Exemption



-  Prior SOI & Unverified Boundary
-  Pine Acres CSD Verified Boundary
-  Proposed To Be Removed From SOI
-  Assessed Parcels

**Pine Acres
Community Services District**

Proposed Sphere of Influence



The Amador County Transportation Commission (ACTC) and the Amador Local Agency Formation Commission (LAFCO) assume no responsibility arising from the use of this information. THE MAPS AND ASSOCIATED DATA ARE PROVIDED WITHOUT WARRANTY OF ANY KIND, expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Do not make any business decisions based on this data before validating your decision with the appropriate County office.

LOCAL AGENCY FORMATION COMMISSION

RESOLUTION MAKING DETERMINATIONS AND ADOPTING AN AMENDED SPHERE OF INFLUENCE FOR THE PINE ACRES COMMUNITY SERVICES DISTRICT

LAFCO RESOLUTION NUMBER 2020-01

WHEREAS, pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act, commencing with §56000, et seq. of the Government Code, and specifically in accordance with §56425; and

WHEREAS, a comprehensive municipal services review has been completed and was found by LAFCO to be adequate and complete on August 15, 2019; and

WHEREAS, a written statement of the functions and classes of services provided by the Pine Acres Community Services District was filed with LAFCO in 2006, including oversight and maintenance of CC&Rs; however, in 2009 LAFCO recognized that these services are not authorized in the District's enabling act and the functions and classes of service authorized by LAFCO in 2009 were reauthorized as follows:

- Acquire, construct, improve, maintain, and operate street lighting and landscaping on public property, public rights-of-way, and public easements.
- Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works.

WHEREAS, a written statement of the functions and classes of services provided by the Pine Acres Community Services District was filed with LAFCO in 2006 and omitted snow removal services. Snow removal was retroactively authorized by LAFCO January 9, 2020, and is added to the functions and classes of service authorized for the District as follows:

- Remove snow from public streets, roads, easements, and rights-of-way.

WHEREAS, there are 19 parcels within the Pine Acres Community Services District boundaries which have historically not been assessed and have not received road maintenance services, or have been paying an annual administrative assessment only in anticipation of possible future development, which, if it were to now occur, would be required to have roads built to county standards and be maintained by the county rather than the district; and

WHEREAS, at the times and in the form and manner required by law, the Executive Officer has given notice of the hearing by this Commission; and upon the date, time and place specified in said notice of hearing and in any order or orders containing such hearing, the Commission has received, heard, discussed and considered all oral and written testimony related to the Sphere of Influence, including but not limited to comments, objections, the Executive Officer's written and oral report and recommendation, the environmental determination, the Municipal Services Review, previously adopted spheres of influence and proposed amendment to the historic sphere of influence;

NOW, THEREFORE, BE IT HEREBY RESOLVED, DETERMINED AND ORDERED as follows:

LOCAL AGENCY FORMATION COMMISSION

1. The adoption of the reduced Sphere of Influence for the Pine Acres Community Services District is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) in that there is no possibility that the action taken by the Commission may have a significant effect on the environment.
2. The Sphere of Influence of the Pine Acres Community Services District is determined and approved as shown on the attached map marked "Exhibit A", and includes all territory within the District's boundaries, less parcels within the boundaries which are not currently receiving service from the District.
3. Determinations with respect to the Sphere of Influence for the Pine Acres Community Services District are set forth and described in the attached "Exhibit B" and are incorporated herein by this reference.
4. The Executive Officer is hereby directed to file a Notice of Exemption in compliance with the California Environmental Quality Act and local ordinances implementing the same.

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 9th day of January, 2020, by the following vote:

AYES:

NOES:

ABSENT:

Presiding Officer
Patrick Crew, Chairman

ATTEST:

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