

AMADOR LAFCO



LOCAL AGENCY FORMATION COMMISSION

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

MINUTES

APPROVED

January 9, 2020

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

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

The January 9, 2020, 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 6:05 p.m.

2. **Roll Call**

Members Present:

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

Staff Present:

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

3. **Approval of Agenda for January 9, 2020**

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

4. **Approval of the Minutes of October 17, 2019**

Motion: It was moved by Commissioner Atlan, seconded by Commissioner Oneto, and carried unanimously to approve the Minutes for October 17, 2019, as submitted.

5. **Approval of Claims to January 9, 2020**

Motion: It was moved by Commissioner Oneto, 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. **Public Review Draft Municipal Service Review for Sutter Creek Fire Protection District, LAFCO Project #322 (public hearing)**

Chairman Crew opened the public hearing.

Executive Officer Chamberlain reviewed the information in the Staff Memo included in the meeting packet, adding that Fire Chief Dominic Moreno had provided most of the information used in preparation of the MSR. She explained that once the draft was circulated, any comments or changes would be reported at the next LAFCO Commission meeting.

Some discussion followed among the Commission, Chief Moreno, who was in the audience, and Ms. Chamberlain regarding the State Responsibility Area, the Local Responsibility Area, and who determines those boundaries. The Commission felt this issue should be discussed more in the MSR, and Ms. Chamberlain responded that more information about this portion of the MSR will most likely be addressed in the comments received once the MSR is circulated.

Chief Moreno also commented that in the past SCFPD had been allowed to do audits on a four-year cycle, but that, in response to a memo from the County Auditor, they are requesting a two-year cycle going forward after the current audit ending in 2019 is completed.

There was then some discussion among the Commission and Chief Moreno regarding the location of fire stations and what equipment is located in them, as well as plans for a new fire station.

Motion: It was moved by Commissioner Oneto, seconded by Commissioner Murphy, and carried unanimously to continue the public hearing to the February 20, 2020, LAFCO Commission meeting.

8. **Addendum/Amendment to Pine Acres CSD Final MSR for Snow Removal Services (public hearing)**

Chairman Crew opened the public hearing.

Executive Officer Chamberlain explained that in 2006, in response to then recent legislation, LAFCO conducted a required inventory of the services provided by each CSD in the county. However, it is likely that each district self-reported its services. The services listed for Pine Acres CSD did not include snow removal, although from what can be determined, that service has actually been provided since the inception of the district. The consultants who performed the two prior rounds of MSRs apparently overlooked this omission, and it was only in preparation of the latest SOI for the district that staff discovered the omission.

Therefore, in order to properly draft the sphere resolution, snow removal services for Pine Acres CSD must now be authorized. Since Pine Acres has been performing this service for decades, has been assessing the parcels receiving service, and has a separate fund set up for contracting for snow removal, this is not the authorization of a latent power. Thus, staff, with the advice of legal counsel, has determined that the easiest way to retroactively add snow removal as an authorized service is to (1) amend the MSR approved in 2019 by adding determinations regarding snow removal services, and (2) amend Resolution 2019-17 approving the MSR to add appropriate determinations regarding snow removal. This will allow for the addition of snow removal services as an authorized service in the upcoming resolution amending the district's SOI.

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 Murphy, and carried unanimously to direct staff to amend the 2019 MSR to change the title of the “Roadway Services” section to say “Roadway and Snow Removal Service;” add two determinations to the MSR reading (1) Present and planned capacity for snow removal service provision appears adequate, and (2) 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; republish the MSR; prepare an amended Resolution 2019-17 to include the additional snow removal determinations for Pine Acres CSD and retain both the original and amended versions in the permanent records.

9. **Retroactive Authorization for Snow Removal Services Provided by Pine Acres CSD**

Executive Officer Chamberlain explained that the discussion on Agenda Item 8 covered what needed to be discussed regarding this item.

Motion: It was moved by Commissioner Murphy, seconded by Commissioner Oneto, and carried unanimously to find the action exempt under CEQA, and retroactively amend the 2006 inventory of services provided by Pine Acres CSD to authorize snow removal services.

10. **Sphere of Influence for Pine Acres Community Service District, LAFCO Project #317; Resolution #2020-01 (public hearing)**

Chairman Crew opened the public hearing.

Clerk Mees reported that staff is recommending the boundaries of the sphere of influence for Pine Acres CSD be reduced by removing parcels which (1) have historically never been assessed or received services, or (2) have been assessed an administrative fee only in anticipation of future development, which, if it were to now occur, would be require roads to be built to county standards and be maintained by the county, not the district.

There were some questions from the Commission regarding why certain parcels in the middle of the district were not being assessed or receiving service. Clerk Mees responded that these parcels were accessed off Tabeaud Road, which is county-maintained, and therefore do not need district services. There were also some questions regarding the identity of some of the larger parcels being removed, which staff answered.

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 adopt Resolution 2020-01 reducing the existing sphere of influence for Pine Acres CSD, and directing staff to complete the necessary filings and transmittals.

11. **Report of CALAFCO Survey (Summary)**

Executive Officer Chamberlain stated that this item was included for informational purposes. She commented that 37% of LAFCOs reported that they cannot accomplish all their statutory requirements within the annual budget they are given. She believes this reflects well on Amador LAFCO and its Commission in that it can handle most work fairly well within its budget. Also, it disturbed her to see that two LAFCOs reported being run by their county as LAFCOs should be independent. She additionally pointed out that the information regarding number of MSRs completed could be misleading because it does not indicate whether each agency MSR is separate, or whether they are all combined into one large MSR such as Amador did during the last two rounds of MSR updates. As far as what she would like to see CALAFCO do, Ms. Chamberlain stated that she concurred with many of the other LAFCOs in desiring more information on the CALAFCO website, specifically information on legislation and court cases relating to LAFCO, and examples of forms and policies used by different counties.

12. **Schedule of Meetings for 2020**

The proposed calendar for the year was in the meeting packet. Executive Officer Chamberlain reported that the March meeting may not be needed. She recommended continuing meetings on the third Thursday of each month at 6:00 p.m., and cancelling them as needed.

Motion: It was moved by Commissioner Vinciguerra, seconded by Commissioner Oneto, and carried unanimously to accept the 2020 meeting schedule as presented.

13. **Selection of Officers for 2020, Chairman and Vice Chairman**

Commissioner Oneto nominated Commissioner Crew to continue as Chairman. Commissioner Atlan seconded the motion and it was carried unanimously.

Commissioner Atlan nominated Commissioner Vinciguerra to continue as Vice Chairman. Commissioner Oneto seconded the motion and it was carried unanimously.

14. **Signature Authority**

Commissioner Atlan nominated Commissioner Oneto to remain as the third designated signature when needed. Commissioner Oneto seconded the motion and it was carried unanimously.

15. **Other Business, Reports**

- a. Correspondence – Executive Officer Chamberlain reported that two letters regarding complaints about the Pine Acres CSD board had been included in the packet. Both letters were included for informational purposes.
- b. Commissioner Announcements – none.
- c. Executive Officers Report – none
- d. Budget Reports – in the commissioner review binder.
- e. CALAFCO Survey – discussed under Agenda Item 11.

APPROVED

Adjournment

The next regular LAFCO meeting is scheduled for February 20, 2020. Chairman Crew adjourned the meeting at 6:52 p.m.



Pat Crew, Presiding Officer
LOCAL AGENCY FORMATION COMMISSION

ATTEST: Nancy Mees
Nancy Mees, Clerk to the Commission