

AMADOR LAFCO



LOCAL AGENCY FORMATION COMMISSION

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

MINUTES

APPROVED

July 16, 2020

This meeting was available via video conference and was digitally recorded.

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

The July 16, 2020, meeting of the Amador Local Agency Formation Commission (LAFCO), held via video conference, was called to order by Chairman Crew at 6:02 p.m.

2. **Roll Call**

Members Present:

Pat Crew, Chairman
Jim Vinciguerra, Vice Chairman
Dominic Atlan, City Member
David Groth, City Member

Staff Present:

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

3. **Approval of Agenda for July 16, 2020**

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

4. **Approval of the Minutes of May 21, 2020**

Motion: It was moved by Commissioner Vinciguerra, seconded by Commissioner Atlan, and carried unanimously to approve the Minutes for May 21, 2020, as submitted.

5. **Approval of Claims to July 16, 2020**

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

6. **Public Forum – Public Comment**

Chairman Crew requested that LAFCO return to the practice of mailing out hard packets for the meetings. Commissioner Vinciguerra added that at least the five regular commission members should receive them. Commissioner Atlan stated that he was fine receiving his packet electronically, as was Commissioner Groth, although he added that if they were to be mailed, he would like to receive a hard packet.

7. **White Annexation to Pine Grove CSD; LAFCO Project #329; Resolution #2020-04**

Annexation of .54 acres +/- for water service to an existing single family residence due to a failed well. CEQA exempt Public Resources Code Section 15319, annexation of existing facilities and lots for exempt facilities.

Executive Officer Chamberlain reported that the summary of required statutory and policy considerations were discussed in the packet, and that a resolution from Pine Grove CSD approving the extension of service was also in the packet. The temporary map in the packet shows that the parcel is adjacent to PGCSO's boundary. Ms. Chamberlain had reported on the need for an emergency connection at the last meeting. She added that the Whites are formally applying for annexation to the district.

Chairman Crew asked if there had been any complaints against this annexation, and Ms. Chamberlain said no. Commissioner Groth asked if the Whites were still using the temporary connection to their neighbors' home, and Ms. Chamberlain replied that PGCSO had been able to connect them to the district water system very quickly. She then stated that, in addition to being CEQA exempt, no notice or hearing is required for this annexation.

Motion: It was moved by Commissioner Groth, seconded by Commissioner Vinciguerra, and carried unanimously to approve Resolution #2020-04, with direction to staff to complete necessary documentation.

8. **Final Municipal Service Review for Amador Water Agency; LAFCO Project #326; Resolution #2020-05**

Executive Officer Chamberlain stated that the Proposed Final MSR with Findings and Determinations was in the packet. LAFCO had received some letters and documents regarding the MSR from the Foothill Conservancy, and these had been forwarded to the Commissioners immediately upon receipt.

Ms. Chamberlain explained that LAFCO had worked closely with AWA in completing this MSR, although it had taken somewhat longer due to reduced in-office staff at the Water Agency because of Covid. She gave special credit to Cris Thompson at AWA for her assistance in making sure that requested documents were forwarded and any questions answered.

Ms. Chamberlain then briefly reviewed the comments made by Foothill Conservancy, the most important being that they believed the wording in the Determinations that AWA *may* need additional water supply is more accurate than the wording in the body of the MSR, which stated the Water Agency *will* need additional water supply. There was also reference to a settlement AWA made with PG&E, and some errors in agency titles and acronyms. Ms. Chamberlain concluded by saying none of these comments substantively affected the MSR or its Determinations, and that technical edits to the document could be made after the Commission had adopted it by approving the Resolution.

Katherine Evatt, a member of the board of the Foothill Conservancy, spoke from the audience, stating the Conservancy agreed with Ms. Chamberlain's proposed edits, and added that another of their concerns was the increased need for wastewater capacity in Martell, and they wanted to determine whether that figure was what AWA had stated or if it might be a typographical error. Ms. Evatt said the goal of the Conservancy was to ensure that a public document as important as an MSR be as accurate as possible.

By consensus, the Commission agreed to the suggested changes and directed staff to contact AWA regarding the increased wastewater capacity number for Martell.

Motion: It was moved by Commissioner Atlan, seconded by Commissioner Groth, and carried unanimously to approve Resolution #2020-05, including the discussed edits.

9. **Final Audit of LAFCO Financial Statements for Fiscal Year 2018-19**

Executive Officer Chamberlain reported that the audit looked good, and that the accounting firm was diligent and had asked for a quantity of information. The auditor had one recommendation, which will be discussed in the next agenda item.

Chairman Crew asked whether LAFCO participates in the Local Agency Investment Fund (LAIF), and Ms. Chamberlain responded that it would be too expensive for Amador LAFCO to do so. She thought, however, that LAFCO may indirectly participate as the County probably has some of its investment pool in LAIF.

Motion: It was moved by Commissioner Groth, seconded by Commissioner Vinciguerra, and carried unanimously to receive the audit for filing.

10. **Policy for Retaining LAFCO Funds in the County Investment Pool**

Executive Officer Chamberlain reported that historically all LAFCO funds have been held by the Amador County Treasurer in the county investment pool, but that the Financial Audit suggested LAFCO have an adopted policy designating which investments may be used by Amador LAFCO.

There was some discussion as to how much interest LAFCO was receiving from the county. Clerk Mees stated that the most recent audit stated LAFCO had received approximately \$3,050 in interest, year-to-date. Chairman Crew said he would check with the County to see what percentage interest rate LAFCO is getting through the county investment pool.

Motion: It was moved by Commissioner Groth, seconded by Commissioner Vinciguerra, and carried unanimously to approve Policy 2.5 regarding investment of LAFCO cash assets in the county investment pool.

11. **Extension of Time for LAFCO Projects #298 and #324 to Allow Completion of Mapping**

Executive Officer Chamberlain explained that the maps for these projects were currently being prepared by Toma & Associates, and that one was recently submitted to the county for review. She then explained that the Government Code requires that any boundary change must have a Certificate of Completion filed within one year of the Commission's approval of the proposal. Ms. Chamberlain explained that these two projects were approved and completed, and all that remains to be done in order to file the Certificates of Completion are the final legal maps, and that an extension of time could be authorized by the Commission to prevent termination of the projects.

Chairman Crew asked if the Commission could set a specific time for the extensions, one year for example, and Ms. Chamberlain responded that it could.

Motion: It was moved by Commissioner Vinciguerra, seconded by Commissioner Groth, and carried unanimously to give Projects #298 and #324 one-year extensions to allow for completion

of mapping and filing of Certificates of Completion.

12. Call for Nominations to the CALAFCO Board and Designation of Voting Delegates

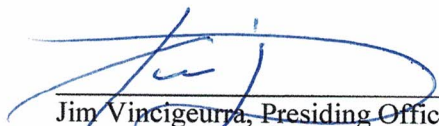
None of the Commissioners expressed an interest in being a CALFCO board member and no nominations were made.

13. Other Business, Reports

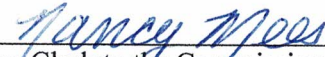
- a. Correspondence – Executive Officer Chamberlain stated that CALAFCO was requesting that all LAFCO Commissions be polled as to whether CALFCO should present webinar sessions in lieu of in-person sessions since the annual conference has been cancelled as a physical meeting. The Commissioners responded in the affirmative. CALAFCO then wished to know the suggested length for such sessions. The consensus of the Commission was that one hour would be a good length. Ms. Chamberlain said she would report this back to CALAFCO, and added that there was a one-hour workshop scheduled for August 21 on the Public Records Act and the Brown Act specifically geared to Commissioners, and that she would forward the information on it to the Commissioners.
- b. Commissioner Announcements – none.
- c. Executive Officers Report – Ms. Chamberlain stated that she would soon be meeting with the new county surveyor, John Pitto, and that the women water managers group is planning to meet next week. Both the Executive Officer and the Clerk can now remotely access the county Zoom platform for LAFCO Commission meetings. The Sutter Creek FPD MSR is still on hold as Ms. Chamberlain is waiting for the Grand Jury Report. In answer to a Commission question, she replied that there is no time limit on approving an MSR. The statuses of Pine Acres CSD and Ridgewood Acres CSD are still unknown, other than that Pine Acres is seeking more board members. Ms. Chamberlain has been trying to contact Supervisor Axe regarding Ridgewood Acres.
- d. Budget Reports – provided in the meeting packet. Chairman Crew said it is very helpful to him to see the monthly auditor reports and asked if they were accurate. Clerk Mees replied that she compares them each month to LAFCO’s records, and whenever there is a discrepancy, she works with the auditor’s office to determine and correct the problem.

11. Adjournment

The next regular LAFCO meeting is scheduled for August 20, 2020. Chairman Crew adjourned the meeting at 6:41 p.m.



Jim Vincigeurta, Presiding Officer
LOCAL AGENCY FORMATION COMMISSION

ATTEST: 
Nancy Mees, Clerk to the Commission