

AMADOR LAFCO

LOCAL AGENCY FORMATION COMMISSION

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



APPROVED

MINUTES

May 20, 2021

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

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

The May 20, 2021, meeting of the Amador Local Agency Formation Commission (LAFCO), held via video conference, was called to order by Chairman Crew at 6:00 p.m.

2. **Roll Call**

Members Present:

Pat Crew, Chairman
Jim Vinciguerra, Vice Chairman
Brian Oneto, County Member
Dominic Atlan, City Member
Bob Stimpson, City Member
Russell Robinson, City Member Alternate

Staff Present:

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

3. **Approval of Agenda for May 20, 2021**

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

4. **Approval of the Minutes of April 15, 2021**

Motion: It was moved by Commissioner Vinciguerra, seconded by Commissioner Stimpson, and carried unanimously to approve the Minutes of April 15, 2021, as submitted.

5. **Approval of Claims to May 20, 2021**

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

6. **Public Forum – Public Comment**

Commissioner Stimpson requested that the LAFCO meetings be held earlier than 6:00 p.m. Executive Officer Chamberlain explained that historically the meetings have been at that time to allow members of the public to attend after the workday is over. However, although the next meeting will be in-person, attendance via Zoom will still be available. Therefore, that

accommodation may not be as necessary as in the past. There was then some discussion among the Commissioners as to what the preferred time might be, but Chairman Crew stated it would probably be best to put this item on the next agenda for discussion and Ms. Chamberlain added that a vote would make any change of time a more formal action.

There was no public comment.

7. **Kuffel Annexation to Pine Grove CSD (LAFCO Project #335, LAFCO Resolution 2021-07)**

Annexation of a single parcel, 5.2 +/- acres for water service to a proposed single-family residence; CEQA-exempt Public Resources Code Section 15319, annexation of existing facilities and lots for exempt facilities. (100% landowner consent, exempt from the requirements for notice and public hearing.)

Executive Officer Chamberlain explained that the final map will be completed later. She added that the conditions on this project are standard and that the district has an existing line adjacent to this parcel, so there will be no need for an extension of service. The district has already approved a resolution accepting the proposed annexation.

There was no public comment.

Motion: It was moved by Commissioner Oneto, seconded by Commissioner Stimpson, and carried unanimously to approve Resolution #2021-07 as presented, approving the annexation of the parcel to Pine Grove CSD, with direction to staff to carry out the recommendations in the staff report.

8. **Public Review Draft Municipal Service Review for Amador Fire Protection District**

Staff will present the Amador Fire Protection District draft MSR and it will be circulated for comment. A public hearing and action on the MSR are planned for a future 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.

Executive Officer Chamberlain reported that the plan is to present the final MSR at the next meeting, but that there is no time requirement on when that must be, so waiting until July is fine. Ms. Chamberlain has only had comments from the district itself so far, and it consisted mostly of clarifying language. She is still waiting on some updated references from the Planning Department for some footnotes. Ms. Chamberlain stated that AFD staff, from Chief White on down, is very organized and has been extremely helpful.

Commissioner Oneto pointed out that on page 14 the MSR refers to the Plymouth station as district-owned, but it was his understanding that that station was not owned by the district. Chief White, who was in attendance, stated he believes that station is owned by the city of Plymouth and the District leases it. Ms. Chamberlain added that there may be some confusion due to the fact that one station is located in Willow Springs but has a Plymouth zip code and that could be added in in parentheses.

Commissioner Oneto then asked about the reference to possible consolidation discussions on page 16, and said he thought such discussions had also included Ione and Jackson Valley. Chief White responded that there had only been preliminary talks.

There was no other public comment.

By consensus, the Board received the Draft MSR and directed staff to circulate it for comment.

9. Adoption of Final Budget for Fiscal Year 2021-22; Resolution 2021-08 (public hearing).

Chairman Crew opened the Public Hearing.

Clerk Mees explained that the Final Budget is the same as the Draft budget approved at the April 15 meeting, which was option 1 of the three options proposed at that meeting. Executive Officer Chamberlain added that the draft had been circulated and no comments had been received.

Commissioner Oneto asked whether it would be possible to get an updated budget showing actual expenses to date for each meeting. Ms. Chamberlain replied that that was achieved by providing the Commissioners with the monthly auditor reports at each meeting and doing a mid-year budget report where the actual to-date revenues and expenses are shown on the budget itself.

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 Vinciguerra, seconded by Commissioner Stimpson, and carried unanimously to approve Resolution 2021-08 adopting the final LAFCO budget for fiscal year 2021-22, with direction to staff to carry out the recommendations in the staff report.

10. Agreement for Professional Services; Fiscal Analysis of Fire Protection Services in Amador County

Agreement with consultant Beverly Burr for fiscal analysis of fire agencies to support Municipal Services Reviews of fire service provider agencies.

Executive Officer Chamberlain reported that Ms. Burr has worked for many fire providers, and that the financial analysis aspect of the fire MSRs completed in Amador LAFCO's latest round of reviews has not been dealt with to any great extent. The proposed analysis will compare all the fire districts in the county. She added that the proposed cost is reasonable, and that a portion of the cost will come from the remaining 2020-21 budget, while the second part of the work will be paid out of the 2021-22 budget. She expects the analysis should be completed by July.

Chairman Crew asked if the analysis would be looking for cost savings, and Ms. Chamberlain responded that it would, and would also be looking at which districts are getting funding from what sources. She is hoping the data and analysis will give direction as to what is being spent and what can be cut.

Commissioner Oneto asked why LAFCO should bear the cost of such an analysis. Ms. Chamberlain replied that the MSRs have not contained such analyses, but that they should and that it requires someone with more experience in fire expense analysis. She added that this was done in the 2008 round of MSRs, but not the last round, and that she had been asked for such information by the Grand Jury last year. The Board of Supervisors and various county staff have also requested financial analysis information. There is currently nowhere that this information is laid out for the fire districts or public to see. Commissioner Atlan asked whether the districts could share in this cost. Ms. Chamberlain responded that it would probably be hard to get most

districts to contribute any money and that LAFCO has made savings in its budget over the last year that would allow it to afford the cost. Commissioner Vinciguerra asked why it is LAFCO's responsibility to provide such an analysis. Ms. Chamberlain stated that LAFCO's statutory responsibility for performing MSRs requires LAFCO to be the point of contact for information across all districts within the county. In addition, the Little Hoover Commission had determined that LAFCOs need to more closely examine the costs agencies incur and any efficiencies that could be made. Chairman Crew added that there has always been public discussion as to possible savings districts could make, but without any data, it is hard to determine which items are or are not unnecessary expenses or savings, and therefore, if anyone is going to supply that data, it is probably LAFCO. Commissioner Atlan concluded by saying he felt LAFCO should still investigate some reimbursement method if possible.

There was no public comment.

Motion: It was moved by Commissioner Atlan, seconded by Commissioner Vinciguerra, and carried unanimously to approve the agreement for professional services for a fiscal analysis of fire protection services in Amador County.

11. Other Business, Reports

- a. Correspondence – Executive Officer Chamberlain stated that the Commissioners had been emailed a copy of the coalition letter sent to the governor requesting that local government be given a 30-day period to implement any Covid requirements or changes with respect to public meetings.
- b. Commissioner Announcements – Commissioner Oneto stated that the county building would be open to the public as of May 24, but still with a mask requirement.
- c. Executive Officers Report – Ms. Chamberlain again stated that the next meeting will be in person, although it will still be available via Zoom. She also reported that she had some good discussions with the county about the AB8 process. However, communications with the new county surveyor have not been as good as it is difficult for her, as well as applicants, to get responses from him. She is hoping to talk with the Surveyor's Office to remedy this issue as she has many completed projects that are simply waiting on the final map.
- d. Project Status Report – Executive Officer Chamberlain reported that LAFCO has had more annexation projects this past year than in the prior five years combined. The Project #336 annexation will probably be on the next agenda.

Chairman Crew stated that the County Surveyor had told him he was caught up on map work. Ms. Chamberlain replied that maybe due to his lack of communication, he did think he was caught up, but that she had had to personally pick up a map because he would not advise the company that made the map as to how to send it to him.


- e. Legislation Report – Ms. Chamberlain reported that there would be a CALAFCO Board meeting the following day and that there would be more legislation information available once that occurred and she could therefore provide a better update at the next meeting. She added that the Omnibus bill is still alive.
- f. Monthly Budget Reports – provided in the meeting packet.

APPROVED

Adjournment

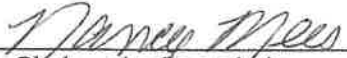
Chairman Crew asked whether there would be a June meeting, and Ms. Chamberlain replied that she would know better within the coming week.

The next regular LAFCO meeting is scheduled for June 17, 2021, and will be in person with Zoom available. Chairman Crew adjourned the meeting at 6:49 p.m.



Pat Crew, Presiding Officer

LOCAL AGENCY FORMATION COMMISSION

ATTEST: 
Nancy Mees, Clerk to the Commission