

# EL DORADO LAFCO

## LOCAL AGENCY FORMATION COMMISSION

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### MINUTES OF FEBRUARY 22, 2006

#### STATE OF CALIFORNIA, COUNTY OF EL DORADO

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#### 1. CALL TO ORDER AND ROLL CALL

The meeting of the Local Agency Formation Commission held February 22, 2006, was called to order at 5:30 p.m. by Chair Long in the meeting room, Building C of the Government Center, 2850 Fair Lane, Placerville, California.

##### **COMMISSIONERS – PRESENT**

Aldon Manard, Public  
Rusty Dupray, County  
Gary Costamagna, District  
Ted Long, City  
Nancy Allen, District  
Roberta Colvin, City

##### **COMMISSIONERS – ABSENT**

Helen Baumann, County

##### **ALTERNATE COMMISSIONERS – PRESENT**

Francesca Loftis, Public  
James Sweeney, County  
Carl Hagen, City

##### **ALTERNATE COMMISSIONERS – ABSENT**

##### **COMMISSION STAFF – PRESENT**

José C. Henríquez, Executive Officer  
Erica Frink, Policy Analyst  
Elizabeth Baldwin, Clerk to the Commission  
Thomas Gibson, LAFCO Counsel

##### **COMMISSION STAFF – ABSENT**

##### **ROLL CALL – VOTING MEMBERS**

Manard, Dupray, Costamagna, Long, Allen, Sweeney & Colvin

#### 2. CONSENT CALENDAR

- A. ADOPTION OF AGENDA
- B. MINUTES OF THE MEETING OF JANUARY 25, 2006
- C. APPROVAL OF CLAIMS
- D. RATIFY RESOLUTION 2006-02; RESOLUTION OF APPRECIATION FOR ROSEANNE CHAMBERLAIN FOR HER SERVICE TO EL DORADO LAFCO

Commissioner Sweeney explained that he is concerned about resolutions being signed outside of the public forum and that, in his opinion, this practice would be a violation of the Brown Act.

Chair Long removed Consent Calendar Item D.

##### **MOTION**

Commissioner Costamagna moved to approve Consent Calendar Items A, B & C; second by Commissioner Colvin.

**ACTION**

The Motion was supported unanimously.

**MOTION**

Commissioner Costamagna moved to approve Consent Calendar Item D; second by Commissioner Colvin.

**ACTION**

Motion Carried.

AYES: Manard, Dupray, Costamagna, Long, Allen, Colvin  
 NOES: Sweeney  
 ABSENT: None  
 ABSTAIN: None

**3. PUBLIC FORUM/PUBLIC COMMENT**

Chair Long opened the public forum. No member of the public addressed the Commission.

**4. PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR 2006-2007**

Mr. Henriquez reviewed the staff report and reminded Commissioners that this would be a discussion about the budget; no action would be taken at this meeting.

The ad hoc budget committee, Chair Long, Vice-Chair Costamagna and Alternate Commissioner Hagen, discussed the proposed budget.

Mr. Sweeney expressed concerns about the \$162,000 carryover balance and budgeting Zero dollars for Fee Revenue. Additionally, he would like to see Agency contributions decreased.

Chair Long explained the need to use the carryover to fund Municipal Service Reviews.

Vice-Chair Costamagna said the Municipal Service Reviews are mandated by California State Law, so they are a priority.

Joe Harn, El Dorado County Auditor-Controller, said that there must be a process of collecting earned and unearned fees.

**5. SELECTION OF THE REGULAR PUBLIC MEMBER TO LAFCO**

Mr. Henriquez reviewed the staff report and notified the Commission that candidate Ross Johnson had withdrawn his application.

The candidates were interviewed in alphabetical order. Interview questions were recommended by staff.

Commissioners voted as follows:

Special District Representative, Costamagna, voted for Francesca A. Loftis

Special District Representative, Allen, voted for Francesca A. Loftis

El Dorado County Representative, Dupray, voted for Francesca A. Loftis

El Dorado County Representative, Sweeney, voted for Francesca A. Loftis

City Representative, Long, voted for Francesca A. Loftis

City Representative, Colvin, voted for Francesca A. Loftis

Francesca A. Loftis was selected as Regular Public Member to LAFCO

Chair Long invited candidates to apply for Alternate Public Member.

**6. PUBLIC HEARING TO CONSIDER THE CATEGORICAL EXEMPTION AND BANNON ANNEXATION TO EL DORADO IRRIGATION DISTRICT (LAFCO PROJECT 05-05)**

Ms. Frink reviewed the staff report.

**MOTION**

Commissioner Dupray moved to approve the categorical exemption and Bannon Annexation to EID; second by Commissioner Allen.

**ACTION**

The Motion was supported unanimously.

**7. CONSIDER CHANGES TO THE LAFCO RECORDS RETENTION POLICY**

Mr. Henríquez reviewed the staff report.

Commissioners discussed various types of email (project, personal, inter-office) and suggested retaining electronic correspondence for only 30 days.

**MOTION**

Commissioner Long moved to approve the LAFCO Record Retention Policy and amend email retention from 90 days to 30 days; second by Commissioner Costamagna.

**ACTION**

The Motion was supported unanimously.

**8. CONSIDER THE CANCELLATION OF THE APRIL 26, 2006 MEETING**

Mr. Henríquez reviewed the staff report and reminded Commissioners that if the meeting is cancelled it can be reinstated, if necessary.

**MOTION**

Commissioner Colvin moved to approve the cancellation of the April 26, 2006 meeting; second by Commissioner Allen.

**ACTION**

The Motion was supported unanimously.

**9. OTHER BUSINESS**

A. Legislation

B. Commissioner Announcements

Commission Sweeney requested a presentation by the Agriculture Commission.

C. Counsel Report

Mr. Gibson discussed the possibility of hosting an AB1234 Ethics training for Special Districts in July. A nominal fee would be charged to cover cost of materials. This would comply with the ethics training requirement for Special Districts.

D. Executive Officer Report

1. Correspondence

Mr. Henríquez discussed the new CALAFCO fee structure and the Public Records Request received from the County Auditor's Officer requesting Agency audits over the past three years.

2. Budget Report
3. Submission of Draft Resolutions to Projects/Applications  
Mr. Henríquez asked the Commission to change the process regarding the submission of Draft Resolutions of Approval for projects.  
  
Draft resolutions will no longer be submitted. Instead, the staff report will include the findings, conclusions, recommendations and any conditions the Commission imposes.  
  
The Commission unanimously agreed to the change.
4. Update on the Alternate Special District Representatives  
Mr. Henríquez reviewed the timeline for the Alternate Special District Representative election.
5. Consider as appropriate
  - a. Active Proposals
  - b. Active MSRsNo Discussion by the Commission.

## **ADJOURNMENT**

Chair Long adjourned the meeting at 7:26 p.m.

The next regularly scheduled LAFCO Commission meeting will be March 22, 2006.

## **AUTHENTICATED AND CERTIFIED**

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**Elizabeth Baldwin**  
Clerk to the Commission

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**Ted Long**  
Chairperson