

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

MINUTES OF JANUARY 26, 2022

STATE OF CALIFORNIA, COUNTY OF EL DORADO

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting of the Local Agency Formation Commission held January 26, 2022 was called to order at 5:33 p.m. by Chair Hidahl in the Board of Supervisors Chambers, Building A of the Government Center, 330 Fair Lane, Placerville, California. Regular Members present were: City Members Cody Bass and Jackie Neau, County Members John Hidahl and George Turnboo, District Members Brian Veerkamp and Tim White, and Public Member Michael Powell. Others present were: Alternate City Member Patti Borelli, Alternate District Member Michael Saunders, Alternate Public Member William Wilde, Interim Executive Officer Erica Sanchez, Administrative Assistant Kelly Witt, and LAFCO Counsel Malathy Subramanian.

Prior to roll call, pursuant to California Government Code Section 54953, Chair Hidahl made clear for the record of the **meeting** that one member of the Commission would be participating in the **meeting** by speaker phone. In accordance with the Brown Act, the teleconference location had been identified in the public notice and agenda for the meeting.

Chair Hidahl recommended that newly elected Special District Member Tim White be sworn in after the Pledge of Allegiance and before Roll Call, with concurrence from the rest of the Commission. Chair Hidahl administered the Oath of Office to Commissioner White.

2. ROLL CALL

VOTING MEMBERS:

Bass, Neau, Powell, Turnboo, Veerkamp, White and Hidahl.

3. ADOPTION OF AGENDA

Chair Hidahl opened the public forum and asked if there were any speakers on this item. No member of the public requested to address the Commission on this item.

MOTION

Commissioner Veerkamp moved to adopt the Agenda, second by Commissioner White.

ACTION

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Turnboo, Veerkamp, White and Hidahl.

NOES: None

ABSTAIN: None

ABSENT: None

4. CONSENT CALENDAR

- A. ADOPT THE MINUTES OF THE REGULAR MEETING OF DECEMBER 1, 2021.
- B. REVIEW OF CLAIMS

Chair Hidahl opened the public forum and asked if there were any speakers on this item. No member of the public requested to address the Commission on this item.

MOTION

Commissioner White moved to adopt the consent calendar, second by Commissioner Turnboo.

ACTION

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Turnboo, Veerkamp, White and Hidahl.

NOES: None

ABSTAIN: None

ABSENT: None

5. PUBLIC FORUM/PUBLIC COMMENT

Chair Hidahl opened the public forum and asked if there were any speakers on this item. No member of the public requested to address the Commission on this item.

6. SELECTION OF THE ALTERNATE PUBLIC MEMBER TO LAFCO

Chair Hidahl summarized the item, including selection of the alternate public member and the recommended interview and voting procedures. The Commission was updated by LAFCO staff that one of the two applications received was withdrawn (see HANDOUT 1). The Commission interviewed candidate Bill Wilde and conducted a voice vote. The Regular Public Member was not eligible to vote in the process, per Government Code §56325(d).

Chair Hidahl opened the public forum and asked if there were any speakers on this item. No member of the public requested to address the Commission on this item.

ACTION

The Commission appointed Bill Wilde as the Alternate Public Member by the following vote:

AYES: Bass, Neau, Turnboo, Veerkamp, White and Hidahl.

NOES: None

ABSTAIN: None

NOT VOTING: Powell

ABSENT: None

7. OATH OF OFFICE ADMINISTERED TO THE ALTERNATE PUBLIC MEMBER

Chair Hidahl administer the Oath of Office to Alternate Commissioner Wilde.

8. ELECTION OF LAFCO OFFICERS FOR 2022

Ms. Sanchez reviewed the staff report with the recommendation that the Commission determine who will serve as Commission Chair, Vice Chair and account signator for calendar year 2022.

Chair Hidahl opened the public forum and asked if there were any speakers on this item. No member of the public requested to address the Commission on this item.

MOTION #1

Commissioner Veerkamp moved Chair Hidahl remain as Chair, second by Commissioner White.

ACTION #1

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Turnboo, Veerkamp, White and Hidahl.
NOES: None
ABSTAIN: None
ABSENT: None

MOTION #2

Commissioner Turnboo moved Commissioner Veerkamp remain as Vice Chair, second by Commissioner White.

ACTION #2

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Turnboo, Veerkamp, White and Hidahl.
NOES: None
ABSTAIN: None
ABSENT: None

MOTION #3

Commissioner Turnboo moved Commissioner Neau remain as account signator, second by Commissioner Veerkamp.

ACTION #3

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Turnboo, Veerkamp, White and Hidahl.
NOES: None
ABSTAIN: None
ABSENT: None

9. **OPEN THE PUBLIC HEARING AND COMMENT PERIOD FOR THE DRAFT COUNTYWIDE FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE (LAFCO PROJECT NO. 2020-02)**

Ms. Sanchez, briefly summarized the MSR/SOI process of the staff report with the recommendation that the Commission:

1. Open the public hearing and comment period to receive comments on the Draft Countywide Fire Protection and Emergency Medical Services Municipal Service Review and Sphere of Influence Update; and
2. Continue the public hearing and comment period until April 27, 2022 to allow sufficient time and opportunity for the governing boards of the fire suppression agencies and the public to review and comment on the study. Staff will return this item at the April 27, 2022 meeting for ultimate action and adoption.

Amanda Ross, South Fork Consulting Project Manager, reviewed the Draft MSR and covered the three SOI recommendations:

- Option 1 – Maintain existing SOIs and Friendly SOI Changes (recommended)
- Option 2 – Establish a West Slope Fire Authority
- Option 3 – Boundary Adjustments

Bruce Baracco, Baracco & Associates Project Advisor, addressed the Commission on the timeline of the Draft MSR and the impacts of the Caldor Fire and Covid-19 pandemic.

The Commission discussed areas of the consultant's presentation, including the quality of the report, additional outreach to the Sheriff's Department, staffing challenges, the Fire Authority option, financial constraints, dispatch challenges, winter road access, ERAF funding, governing board issues, recurring fire service issues, fire insurance, additional Tahoe Basin analysis, and a potential Fire Summit.

Chair Hidahl opened the public forum and asked if there were any speakers on this item.

Chief Maurice Johnson, representing the El Dorado Hills Fire Department and Rescue Fire Protection District, addressed the Commission regarding significant challenges with a Fire Authority concept, boundary adjustments for EDH Fire, other relevant options including a recent example out of Sonoma County, changes with the volunteer staffing model, and the need to evaluate all options at a fire summit before moving forward.

Chief Steve Leighton, representing the Meeks Bay FPD and North Tahoe FPD (Placer County), addressed the Commission regarding his agreement with Chief Johnson's comments.

Chair Hidahl brought the item back to the Commission for final comments. Discussion included support for "moving the needle," support for a timely fire summit, the need for the political will to move forward, potential LAFCO action in the future.

MOTION

Commissioner Veerkamp moved to open the public hearing and comment period, and to continue the public hearing and comment period until April 27, 2022, second by Commissioner Neau.

ACTION

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Turnbo, Veerkamp, White and Hidahl.
NOES: None
ABSTAIN: None
ABSENT: None

10. CONSIDER ADOPTION OF RECOMMENDATIONS FROM EXECUTIVE OFFICER AD HOC COMMITTEE REGARDING RECRUITMENT PROCESS OF EXECUTIVE OFFICER, RFP SELECTION AND AUTHORIZATION TO CONTRACT WITH A RECRUITMENT FIRM FOR THE EXECUTIVE OFFICER POSITION

Chair Hidahl updated the Commission on the two proposals received in response to the RFP for the Executive Officer recruitment from Prothman Company and Municipal Resource Group (MRG). Both firms were qualified, but the unanimous recommendation from the ad hoc committee was to select Prothman for the recruitment contract based upon Prothman's repeat recruitment warranty and one-year placement guarantee. Ad Hoc member Commissioner Bass also shared the City of South Lake Tahoe's positive recruitment experience with Prothman's one-year guarantee.

Nancy Kaiser, representing MRG, addressed the Commission to confirm that MRG offers a similar warranty to continue the recruitment until a candidate is selected. A one-year guarantee would need to be a contractual discussion.

The Commission discussed the two proposals received, including the warranty and guarantee clauses in each, consultant travel expenses for a local vs out of state firm, minor modifications to the Executive Officer job description, and El Dorado County's positive experience with MRG, and clarification of MRG's warranty and guarantee.

Commissioner Powell will send his modifications to the Executive Officer job description to Ms. Sanchez and the Ad Hoc Committee prior to inclusion it in the recruitment packet.

Chair Hidahl opened the public forum and asked if there were any speakers on this item. No member of the public requested to address the Commission on this item.

MOTION #1

Commissioner Bass moved the Ad Hoc Committee's recommendation to award the contract to Prothman, second by Chair Hidahl.

MOTION #2

Commissioner White moved to award the contract to Municipal Resource Group, second by Commissioner Turnboo.

ACTION ON MOTION #2

The motion was approved by the following vote:

AYES: Neau, Turnboo, Veerkamp, White
 NOES: Bass, Powell, Hidahl
 ABSTAIN: None
 ABSENT: None

11. UPDATE FROM THE FISCAL YEAR 2022-2023 STANDING BUDGET COMMITTEE ON PROGRESS SINCE THE LAST MEETING AND REAPPOINTMENT OF THE MEMBERSHIP FOR 2022

Consultant Shiva Frentzen updated the Commission on the assumptions for the FY 2022-23 budget and direction from the Budget Committee, including allocating \$400,000 for staffing for three full-time employees, \$50,000 for outsourcing MSRs, \$15,000 in project revenue, and a \$92,000 fund balance, resulting in a total budget of \$614,000 with agency contributions at \$506,000. Ms. Frentzen will present the proposed budget to the Commission at the February meeting for adoption.

The Commission discussed the preliminary information, including a question of individual agency contributions in comparison with MSR costs, clarification from Budget Committee members Powell and Saunders that the \$50,000 MSR allocation was for MSRs that would be determined by the Strategic Planning Committee, and information relating to LAFCO's CalTrust account. Ms. Frentzen stated that she would address these items in her recommendations at the February proposed budget hearing.

Ms. Sanchez recommended the Commission reappoint current budget committee members Commissioners Borelli, Powell and Saunders, if they were interested in continuing to serve on the committee. Chair Hidahl asked if any current member would like to step down from the committee. No standing committee member replied.

Chair Hidahl opened the public forum for discussion on the item. No member of the public addressed the Commission on this item.

MOTION

Commissioner Veerkamp moved membership of the FY2022-2023 Budget Committee remain the same (Commissioners Borelli, Powell, and Saunders), second by commissioner Bass.

ACTION

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Turnboo, Veerkamp, White and Hidahl.
 NOES: None
 ABSTAIN: None
 ABSENT: None

12. UPDATE FROM THE STRATEGIC PLANNING AD HOC COMMITTEE ON PROGRESS SINCE THE LAST MEETING

Chair Hidahl updated the Commission on the consensus of the Planning Ad Hoc Committee that the Commission should discuss hiring an Assistant Policy Analyst before moving forward with the committee's MSR goals. Chair Hidahl also stated that following a discussion with legal counsel a budget amendment would not be necessary to advance the hiring of the APA position. Commissioner Powell added that the committee also discussed methods for prioritizing the MSRs and the potential for the APA to assist with those goals.

Commissioner Bass requested clarification that the MSR schedule would come to the full Commission for approval, and he requested that South Lake Tahoe be part of that future discussion. Chair Hidahl confirmed the Strategic Planning Committee would make a recommendation to the Commission for approval.

13. CONSIDERATION TO ADVANCE THE HIRING OF THE ASSISTANT POLICY ANALYST POSITION FROM APRIL 1, 2022, EFFECTIVE UPON COMMISSION APPROVAL

Chair Hidahl opened the public forum for discussion on the item. No member of the public addressed the Commission on this item.

MOTION

Commissioner Veerkamp moved to approve the staff recommendation to advance the hiring of the Assistant Policy Analyst effective immediately, second by Commissioner Powell.

ACTION

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Turnbo, Veerkamp, White and Hidahl.

NOES: None

ABSTAIN: None

ABSENT: None

14. OTHER BUSINESS

- A. LEGISLATION – The Commission may authorize support or opposition to bills currently pending before the State Legislature
- B. COMMISSIONER ANNOUNCEMENTS
- C. COUNSEL REPORT
- D. EXECUTIVE OFFICER REPORT
 - 1. Budget Report
 - 2. Active Proposals and MSRs
 - 3. Correspondence

15. ADJOURNMENT

Chair Hidahl adjourned the meeting at 8:26 pm.

The next regularly scheduled LAFCO meeting will be February 23, 2022.

**APPROVED BY THE COMMISSION
AUTHENTICATED AND CERTIFIED**

Interim Executive Officer

Chairperson

DRAFT