

### MINUTES OF APRIL 22, 2020

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

#### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting of the Local Agency Formation Commission held April 22, 2020 was called to order at 5:30 p.m. by Chair Frentzen by video and teleconference, pursuant to California Governor's Executive Order N-29-20, issued on March 17, 2020, with no physical location available. Members of the public were able to access and participate in the meeting by teleconference, by dialing 712-775-7031 and entering the access code 403-016#.

Regular Members present were: City Member Mark Acuna, County Members Shiva Frentzen and John Hidahl, District Members Holly Morrison and Tim Palmer and Public Member Michael Powell. Others present were: Alternate District Member Michael Saunders, Alternate Public Member Dyana Anderly, Executive Officer José C. Henríquez, Assistant Executive Officer Erica Sanchez, and LAFCO Counsel Kara K. Ueda.

Prior to roll call, pursuant to California Government Code Section 54953, Chair Frentzen made clear for the record of the meeting that members of the Commission would be participating in the meeting by teleconference. In accordance with the Brown Act and Executive Order N-29-20, the teleconference phone number for public participation had been identified in the public notice and agenda for the meeting.

Chair Frentzen briefly went through some special procedures required by the Brown Act, including the following statements regarding changes to the meeting procedures due to the COVID-19 pandemic. Chair Frentzen confirmed:

- There was no physical location for this meeting; the meeting was by virtual teleconference only, consistent with the Governor's Executive Order N-29-20.
- Commissioners would join the meeting via Zoom video conference and all actions would be taken by roll call vote.
- Members of the public had access to the meeting via Freeconferencecall.com and could listen to the meeting live by phone. The phone number and access to the meeting was provided on the meeting agenda.
- Members of the public wishing to make a comment on an item should notify the Executive Officer, who would take down their name and introduce them at the appropriate time. Once called, the member of the public should identify themselves by their name.

#### 2. ROLL CALL

##### **VOTING MEMBERS:**

Acuna, Hidahl, Morrison, Palmer, Powell, Frentzen

**3. ADOPTION OF AGENDA****MOTION**

Commissioner Acuna moved to adopt the Agenda, second by Commissioner Hidahl.

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Hidahl, Powell, Frentzen

NOES: None

ABSTAIN: None

ABSENT: Bass, Morrison, Palmer

**4. CONSENT CALENDAR**

- A. MINUTES OF THE REGULAR MEETING OF FEBRUARY 26, 2020
- B. REVIEW OF CLAIMS
- C. APPROVAL OF AMENDMENT TO POLICY & GUIDELINES SECTION 6.8 CLARIFYING THE DETERMINATION OF EXEMPTION UNDER GOVERNMENT CODE 56133(e)

**MOTION**

Commissioner Acuna moved to adopt the consent calendar, second by Commissioner Frentzen.

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Hidahl, Powell, Frentzen

NOES: None

ABSTAIN: None

ABSENT: Bass, Morrison, Palmer

**5. PUBLIC FORUM/PUBLIC COMMENT**

Chair Frentzen opened the public forum and asked the Executive Officer if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

**6. PRESENTATION BY RICHARDSON & COMPANY ON THE LAFCO FINANCIAL STATEMENTS FOR FISCAL YEAR 2018-19**

Brian Nash, representing Richardson & Company, presented to the Commission their findings on the audit they performed for Fiscal Year 2018-19.

Commissioner Palmer joined the meeting via telephone at 5:39 pm.

Alternate Commissioner Anderly joined the meeting via video at 5:40 pm.

Commissioner Morrison joined the meeting via video at 5:45 pm.

Chair Frentzen opened the public forum and asked the Executive Officer if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

**MOTION**

Commissioner Palmer moved to accept the LAFCO FY2018-19 Financial Statement, second by Commissioner Morrison.

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Hidahl, Morrison, Palmer, Powell, Frentzen  
NOES: None  
ABSTAIN: None  
ABSENT: Bass

7. **CONSIDER AND APPROVE THE ENVIRONMENTAL REVIEW AND THE SNYDER ANNEXATION INTO THE EL DORADO IRRIGATION DISTRICT (LAFCO PROJECT NO. 2019-05)**

Ms. Sanchez reviewed the staff report with the recommendation that the Commission approve the Snyder Annexation into the El Dorado Irrigation District; LAFCO Project No. 2019-05, by taking the following actions:

1. Find that the project is exempt from provisions of the California Environmental Quality Act under Categorical Exemption §15183 and direct staff to file the Notice of Exemption in compliance with CEQA and local ordinances implementing the same;
2. Adopt Resolution L-2020-07, adding any additional conditions the Commission finds appropriate and approve the Snyder Annexation into the El Dorado Irrigation District;
3. Waive the Conducting Authority Proceedings subject to Government Code §56663 and local policies;
4. Direct the Executive Officer to complete the necessary filings and transmittals as required by law; and
5. Determine the effective date of the approval of this agreement to be five (5) working days after recordation by the County Recorder of the Executive Officer's Certificate of Completion once the imposed conditions are met.

Chair Frentzen opened the public forum and asked the Executive Officer if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

**MOTION**

Commissioner Hidahl moved to adopt Resolution L-2020-07, approving the Snyder Annexation into the El Dorado Irrigation District, second by Commissioner Powell.

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Hidahl, Morrison, Palmer, Powell, Frentzen  
NOES: None  
ABSTAIN: None  
ABSENT: Bass

**8. PUBLIC HEARING TO CONSIDER AND ADOPT THE PROPOSED WORK PLAN FOR FISCAL YEAR 2020-21**

Upon review of the Proposed Work Plan, the Commission directed staff to return the item with more detailed information.

Chair Frentzen opened the public forum and asked the Executive Officer if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

**MOTION**

Commissioner Acuna moved to continue the Proposed 2020-21 Work Plan to the May 27, 2020 meeting, second by Commissioner Hidahl.

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Hidahl, Morrison, Palmer, Powell, Frentzen

NOES: None

ABSTAIN: None

ABSENT: Bass

**9. PUBLIC HEARING TO CONSIDER AND ADOPT THE PROPOSED BUDGET FOR FISCAL YEAR 2020-21**

Mr. Henríquez reviewed the staff report, along with providing the following additional options to reduce the funding agencies' contributions further:

1. Delay hiring of the Administrative Assistant until October 1, 2020;
2. Increase furlough days for the Assistant Executive Officer to twelve days per year;
3. Instruct Counsel to attend some meetings by phone, on a standby basis; and
4. Use the \$23,000 for MSRs from the current FY 2019-20 budget to either reduce the MSR allocation in Fiscal Year 2020-21 or to add to the recommended allocation and expand the Commissioner's options on the firm to hire to conduct the MSR.

Mr. Henriquez recommended that the Commission:

1. Receive the information related to the draft Proposed Budget for Fiscal Year 2020-21;
2. Open the Public Hearing on this matter; and
3. Adopt the Proposed Budget for Fiscal Year 2020-21, with the above options.

Chair Frentzen opened the public forum and asked the Executive Officer if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

**MOTION**

Commissioner Acuna moved to adopt the Proposed 2020-21 Budget for Fiscal Year 2020-21, along with additional options 1, 3, and 4 noted by staff, which include delaying hiring of the Administrative Assistant until October 1, instructing Counsel to attend some meetings by phone on a stand-by basis, and using the \$23,000 allotted for MSRs from the current FY2019-20 budget to reduce the MSR allocation for FY2020-21, second by Commissioner Palmer.

**ACTION**

The motion was approved by the following vote:

- AYES: Acuna, Hidahl, Morrison, Palmer, Powell, Frentzen
- NOES: None
- ABSTAIN: None
- ABSENT: Bass

**10. OTHER BUSINESS**

- A. LEGISLATION
- B. COMMISSIONER ANNOUNCEMENTS
- C. COUNSEL REPORT
- D. EXECUTIVE OFFICER REPORT

**11. ADJOURNMENT**

Chair Frentzen adjourned the meeting at 7:33 pm.

The next regularly scheduled LAFCO meeting will be May 27, 2020.

**APPROVED BY THE COMMISSION  
AUTHENTICATED AND CERTIFIED**



Executive Officer



Chairperson