
EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

MINUTES OF AUGUST 24, 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 August 24, 2022 was called to order at 5:05 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 the following: City Members Jackie Neau and Cody Bass (arrived at 5:15 pm), County Members John Hidahl and Wendy Thomas, Special District Member Tim White, and Public Member Bill Wilde. Others present were: Alternate City Member Patti Borelli, Alternate District Member Michael Saunders, Alternate Public Member Dawn Hodson, Interim Executive Officer Erica Sanchez, Assistant Policy Analyst Shiva Frentzen, Administrative Assistant Kelly Witt, and LAFCO Counsel Malathy Subramanian.

2. ROLL CALL

VOTING MEMBERS:

Bass, Neau, Saunders, Thomas, Wilde, White, 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 addressed the Commission on this item.

MOTION

Commissioner Veerkamp moved to adopt the meeting agenda, seconded by Commissioner Borelli.

ACTION

The motion was unanimously approved by the Commission.

4. RECESS TO CLOSED SESSION

- A. Public Employment
Government Code Section 54957
Position Title: Executive Officer

Chair Hidahl recessed the Commission to closed session at 5:07 p.m.

5. REPORT OUT OF CLOSED SESSION

Chair Hidahl reconvened the meeting at 5:49 p.m. and gave direction to the consultant to move forward with the Executive Officer public employment recruitment.

6. CONSENT CALENDAR

- A. ADOPT THE MINUTES OF THE REGULAR MEETING OF JULY 27, 2022
- B. REVIEW OF CLAIMS

MOTION

Commissioner Veerkamp moved to adopt the consent calendar, seconded by Commissioner Thomas.

ACTION

The motion was unanimously approved by the Commission.

7. 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 addressed the Commission on this item.

8. OPEN THE PUBLIC HEARING AND COMMENT PERIOD HEARING FOR THE DRAFT SMALL TO MEDIUM WATER DISTRICTS MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE (LAFCO PROJECT NO. 2021-02)

Chair Hidahl opened the public hearing and the comment period for the draft Small to Medium Water Districts MSR/SOI.

Krystal Heaney consultant for Planwest Partners, Inc. gave an overview of the Draft MSR and recognized Commission Saunders and Commissioner Thomas for their involvement with the draft MSR.

Commissioner Wilde asked if the extensive loss from the Caldor Fire private property or District property. Ms. Heaney confirmed it was District infrastructure. Chair Hidahl asked if there was a plan to approach how to balance the losses from income and the cost for recovery to infrastructure from the Caldor Fire. Options are being reviewed by the Grizzly Flats CSD with input from EID. Commissioner Thomas mentioned that that the Grizzly Flats CSD budget be looked at continuously to find avenues for rebuilding the community.

Commissioner Bass inquired about the two water agencies that have been looking at annexing together. Ms. Heaney stated that nothing has been set for formal discussions at this time.

Chair Hidahl gave direction for Staff to send out a press release to the local press agency(s) for the Public Hearing Notice, prior to the next Commission Meeting. Ms. Sanchez stated that historically the notice is sent out to a standard list of agencies but has not been released to the press. She will send the information to the Public Information Officer for the respective agencies.

Chair Hidahl opened the public forum and asked if there were any speakers on this item. No speakers from the public addressed the commission.

MOTION

Commissioner Veerkamp moved to Open the Public Hearing and Comment Period for the Draft Small to Medium Water Districts MSR/SOI, seconded by Commissioner White.

ACTION

The motion was unanimously approved by the Commission.

9. **CONSIDERATION AND APPROVAL OF THE CONTRACT WITH PLANWEST PARTNERS, INC. FOR THE COMPLETION OF A MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE STUDY FOR THE CITY OF PLACERVILLE, CITY OF SOUTH LAKE TAHOE, AND CAMERON PARK COMMUNITY SERVICES DISTRICT**

Ms. Frentzen reviewed the staff report and recommended the Commission approve the contract with Planwest Partners, Inc. to complete the MSR/SOI. Ms. Subramanian mentioned that after her review of the contract, she made one revision to Section 11.2 to strike the word "Elected" before the term officials and then approve the contract with Planwest Partners, Inc.

Chair Hidahl opened the public forum and asked if there were any speakers on this item. No speakers from the public addressed the commission.

MOTION

Commissioner White moved to award the Contract with Planwest Partners, Inc. for the Municipal Service Review and Sphere of Influence for the City of Placerville, City of South Lake Tahoe and Cameron Park Community Services Distract as amended above, seconded by Commissioner Veerkamp.

ACTION

The motion was unanimously approved by the Commission

10. **CONSIDER AND AUTHORIZE THE CHAIR TO SUBMIT LAFCO'S RESPONSE TO GRAND JURY CASE #21-10 REPORT ON TIMELINESS OF MUNICIPAL SERVICE REVIEWS**

Ms. Sanchez reviewed the staff memo and reported to the Commission on the prior history with the Grand Jury Report and establishment of a Grand Jury Ad Hoc Committee, which met to prepare the final draft of the response letter. Legal Counsel reviewed and provided comments to the Ad Hoc Committee and Staff. Commissioner White agreed with the responses and recommended the Commission authorize the mailing of the response.

Chair Hidahl opened the public forum and asked if there were any speakers on this item. No speakers from the public addressed the commission.

MOTION

Commissioner Bass moved the Commission consider and authorize Chair Hidahl to submit LAFCO's response to Grand Jury Case #21-10 Report, seconded by Commissioner White.

ACTION

The motion was unanimously approved by the Commission.

11. UPDATE FROM THE STRATEGIC PLANNING AD HOC COMMITTEE

Ms. Frentzen presented documentation to the Commission to reflect the current MSR/SOI schedule and review of the LAFCO Policies for the MSR timeframes. The revision to the policy will allow for insolvent agencies to receive a letter versus preparing for an onerous Municipal Service Review would be beneficial. Chair Hidaht is looking for a model to follow that is compliant with State Laws and to review our policies to back up the actions if the agency is not providing services.

Commission also gave direction to staff for changing the past due MSRs based on the review date and not the third cycle MSRs.

Ms. Frentzen reported that staff and the Strategic Planning Ad Hoc Committee are working to schedule the preliminary 2022 Fire Summit Meeting along with the JPA Fire Chiefs for a date in September.

12. DISCUSSION ON THE TIMING FOR HIRING OF THE CLERK POSITION

Ms. Sanchez reviewed the staff memo and reported the situation with current administrative assistant, who is part-time. She has a contract for a one-year period that ends in mid-September. Ms. Sanchez recommended that the hiring of a Clerk for LAFCO be after the recruitment to fill the open Executive Officer position is completed.

Ms. Sanchez reported that with the workload at the present time, it would be hard to bring aboard a Clerk and train to the level of competency that the Commission is requiring at this time. Commissioner Bass asked if Staff has checked with Legal Counsel to extend the at-will contract with Ms. Witt for ninety days with justification for this extension.

Ms. Subramanian reported she needs to consult with the Public Agency personnel attorney to look at the contract with respect to CalPERS rules. She will confer with Staff on this request.

13. CONSIDER AND AUTHORIZE A THIRD AMENDMENT TO THE LEASE AGREEMENT FOR LAFCO OFFICE SPACE WITH THE CASO TRUST FOR A TWO-YEAR EXTENSION

Ms. Sanchez recommended the Commission approve the third amendment to the LAFCO lease agreement with the Caso Trust for a two-year extension. This amendment extends the lease through October 21, 2024. Direction given by Commissioner White to calendar the lease review for one year, just to vet other options if the current market changes.

MOTION

Commissioner Bass moved to authorize a Third Amendment to the lease agreement for LAFCO office space with the Lawrence and Diane CASO Trust containing a two-year extension, seconded by Commissioner White.

ACTION

The motion was unanimously approved by the Commission.

14. CONSIDER A NOMINATION FOR THE CALAFCO BOARD OF DIRECTORS AND DESIGNATION OF ATTENDEES AND VOTING DELEGATES FOR THE CALAFCO CONFERENCE AND BOARD OF DIRECTORS ELECTION

Ms. Sanchez discussed the requirements for nomination to the CALAFCO vacant Board seats. She reviewed the requirements for attending the conference. She recommends that a final decision be made by the Commission confirming attendance. Chair Hidahl would like to attend the conference and also run for the County spot on the Board of Directors.

Commissioner Wilde would like to attend, but he will wait until next year since Commissioner Saunders has mentioned he has chosen to run for the open Special District seat on the LAFCO Board of Directors.

MOTION

Commissioner White moved to appoint Commissioner Saunders to run for the vacant Special District seat on the Board of Directors, and to appoint Chair Hidahl to run for the vacant Central County seat, seconded by Commissioner Bass.

ACTION

The motion was unanimously approved by the Commission.

15. OTHER BUSINESS

- B. LEGISLATION
- C. COMMISSIONER ANNOUNCEMENTS
- D. COUNSEL REPORT
- E. EXECUTIVE OFFICER REPORT
 - a) Budget Report
 - b) Active Proposals and MSRs
 - c) Correspondence

16. ADJOURNMENT

Chair Hidahl adjourned the meeting 8:06 p.m.

The next regularly scheduled LAFCO meeting will be September 28, 2022.

**APPROVED BY THE COMMISSION
AUTHENTICATED AND CERTIFIED**

Interim Executive Officer

Chair Hidahl