

**EL DORADO LAFCO**  
LOCAL AGENCY FORMATION COMMISSION

**APPROVED**

**MINUTES OF FEBRUARY 24, 2010**

**STATE OF CALIFORNIA, COUNTY OF EL DORADO**

**1. CALL TO ORDER AND ROLL CALL**

The meeting of the Local Agency Formation Commission, held February 24, 2010, was called to order at 5:30 p.m. by Chair Loftis in the meeting room, Building C of the Government Center, 2850 Fair Lane, Placerville, California. Regular Members present were: City Member Carl Hagen, District Members Ken Humphreys, Harry Norris, County Member James Sweeney, and Public Member Francesca Loftis. Others present were: Alternate Public Member Norm Rowett, Executive Officer José C. Henriquez, Policy Analyst Erica Sanchez, and LAFCO Counsel Andrew Morris.

**ROLL CALL - VOTING MEMBERS:**

Hagen, Humphreys, Loftis, Norris, Sweeney

**2. CONSENT CALENDAR**

- A. ADOPTION OF AGENDA
- B. MINUTES OF THE REGULAR MEETING OF JANUARY 27, 2010
- C. APPROVAL OF CLAIMS

**MOTION**

Commissioner Sweeney moved to adopt the consent calendar, second by Commissioner Norris.

**ACTION**

The motion was approved by the following vote:

AYES: Hagen, Loftis, Norris, Sweeney, Humphreys  
NOES: None  
ABSTAIN: None  
ABSENT: Birdwell, Briggs

**3. PUBLIC FORUM/PUBLIC COMMENT**

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

Staff was directed to remind Commissioner Birdwell and the South Lake Tahoe City Clerk that *someone should be present at the City Council Chambers during the winter months so that the public has an opportunity to comment on the hearing since it has been noticed that LAFCO has a second hearing location.*

**4. CONTINUE THE PUBLIC HEARING TO CONSIDER AND ADOPT THE ENVIRONMENTAL REVIEW AND THE CLARKSVILLE ANNEXATION TO THE EL DORADO IRRIGATION DISTRICT (LAFCO PROJECT # 2009-01)**

Mr. Henriquez notified the Commission that the El Dorado Irrigation District (EID) and the applicant both had requested continuance pending more information from EID.

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

**MOTION**

Commissioner Loftis moved to continue the item until the March 24, 2010 meeting, second by Commissioner Sweeney.

**ACTION**

The motion was approved by the following vote:

AYES: Hagen, Loftis, Norris, Sweeney, Humphreys  
NOES: None  
ABSTAIN: None  
ABSENT: Birdwell, Briggs

5. **CONTINUED PUBLIC HEARING TO CONSIDER AND ADOPT THE ENVIRONMENTAL REVIEW AND THE MUNICIPAL SERVICES REVIEW AND SPHERE OF INFLUENCE UPDATE FOR THE GREENSTONE COUNTRY COMMUNITY SERVICES DISTRICT (LAFCO PROJECT # 2009-06)**

Mrs. Sanchez reviewed the staff report with the recommendation that the Commission:

1. Receive and discuss the information related to the municipal services review and sphere of influence update for the Greenstone Country Community Services District;
2. Accept the statutory exemption as the appropriate environmental review and adopt the municipal service review and sphere of influence update for the Greenstone Country Community Services District.

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

**MOTION**

Commissioner Loftis moved to adopt the Municipal Service Review with the staff recommended changes, reaffirm the current Sphere of Influence, and approve LAFCO Resolution Number L-2010-03, second by Commissioner Norris.

**ACTION**

The motion was approved by the following vote:

AYES: Hagen, Loftis, Norris, Sweeney, Humphreys  
NOES: None  
ABSTAIN: None  
ABSENT: Birdwell, Briggs

6. **PUBLIC HEARING TO CONSIDER AND ADOPT THE PROPOSED WORK PLAN FOR FISCAL YEAR 2010-11**

Mr. Henriquez reviewed the staff report with the recommendation that the Commission receive and adopt the Proposed Work Plan for Fiscal Year 2010-11.

Commissioner Norris asked if there would be a problem following the proposed work plan, considering the County fire review.

Mr. Henriquez responded that the Fire Study that LAFCO is administering on behalf of the County and the Fire Protection Districts falls under the fourth bullet point of the "Continuing Initiatives."

Commissioner Rowett commented on an article in the Sacramento Bee on Napa County LAFCO's digital document storage.

Mr. Henriquez stated that the goal is to have a searchable archiving system, so that any member of the public could look up any proposal that relates to a certain parcel number or it would allow for staff to quickly pull up histories. That is the goal.

Commissioner Sweeney questioned the \$65,000 of outsourcing the MSR for EID and Georgetown. He expressed his concern about it being outsourced, instead of done in-house, and the size of the work product and what it requires of the MSR agencies in terms of workload.

Mr. Henríquez replied that this particular question could be discussed under this agenda item; however, it fits better under the discussion of the Budget, rather than the Work Plan.

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

#### **MOTION**

Commissioner Norris moved to approve the proposed Work Plan, second by Commission Loftis.

#### **ACTION**

The motion was approved by the following vote:

AYES: Hagen, Loftis, Norris, Sweeney, Humphreys

NOES: None

ABSTAIN: None

ABSENT: Birdwell, Briggs

### **7. PUBLIC HEARING TO CONSIDER AND ADOPT THE PROPOSED BUDGET FOR FISCAL YEAR 2010-11**

Mr. Henríquez reviewed the staff report with the recommendation that the Commission:

1. Receive the information related to the draft Proposed Budget for Fiscal Year 2010-2011;
2. Open the Public Hearing on this matter;
3. Appoint an ad hoc committee to address and discuss the agency's lease;
4. Adopt the Proposed Budget for Fiscal Year 2010-2011, which reflects the Commission's priorities for the coming fiscal year; and
5. Authorize the Executive Officer to:
  - a. File the necessary paperwork to contract with AT&T for bundled telephone/internet and web hosting services and to terminate the contracts with the existing providers for those services.
  - b. Replace existing telephone and network hardware and software as necessary and in the most cost effective manner possible.
  - c. Prepare and circulate a request for proposals for IT services.
  - d. Prepare and circulate a request for proposals for a consultant to prepare an EID MSR in FY2010-11.

Commissioner Loftis asked about the CALAFCO membership fee and the succession of the Southern California counties and any impact it might have on the Budget.

Mr. Henríquez replied that CALAFCO is in danger of losing six Southern California members. There is a possibility that the remaining members would pay the total cost of the organization's expenses. In other words, the same amount of cost with fewer members participating. The CALAFCO Board of Directors adopted a new proposal to have representation on the Board based on regions and it will go out for membership approval in March or April.

Commissioner Norris asked if the Commission had a two- or three-year contract with SDRMA.

Mr. Henríquez responded that the contract with SDRMA for worker's compensation is for three years; with the supplemental insurance, it is for one year. He added it will go out to bid in March, but he expected the costs to be fairly the same. He stated he was going to try and secure a longer term for the supplemental insurance.

Mr. Henríquez discussed the MSR outsource funding. He stated the RFP would go out asking for a bid on the EID MSR with a request to include in the response the additional cost to do Georgetown PUD. He added that staff is aware how complex EID is and would require a certain level of expertise that LAFCO staff would not be capable of doing.

Chair Humphreys asked if EID was contracted out on the previous MSR and what the cost was. He also questioned if the when the RFP went out, would it be for an update, not a new creation of an MSR.

Mr. Henríquez responded it was contracted out and the bill was approximately \$90,000. In response to the new creation of an MSR, he stated that there are certain items in the MSR that they would have to take into account; for example, the capital improvement plan that was generated back in 2007 is different than what has recently been adopted by EID.

Commissioner Sweeney suggested the Commission have a workshop on MSRs and invite our legislative or senate representatives and local agencies to discuss what LAFCO needs to do to comply with the law and/or what changes need to be made in the law.

Mr. Henríquez replied that Government Code Sections 56425 and 56430 talk about the spheres of influence and about the municipal service reviews, respectively.

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

**MOTION #1**

Commissioner Sweeney moved to adopt the proposed Budget, with the amendment that the funds allocated in line item #6501 (\$65,000), Professional Services, be placed in line item #6300, Operating Contingencies, second by Commissioner Norris.

**ACTION #1**

The motion was approved by the following vote:

AYES: Hagen, Loftis, Norris, Sweeney, Humphreys

NOES: None

ABSTAIN: None

ABSENT: Birdwell, Briggs

**MOTION #2**

Commissioner Sweeney moved to direct the Executive Officer, as his earliest convenience, to coordinate an MSR/SOI Workshop, second by Commissioner Loftis.

**ACTION #2**

The motion was approved by the following vote:

AYES: Hagen, Loftis, Norris, Sweeney, Humphreys

NOES: None

ABSTAIN: None

ABSENT: Birdwell, Briggs

The Commission appointed Chair Humphreys and Commissioner Loftis to the Ad Hoc Building Lease committee.

**8. OTHER BUSINESS****A. LEGISLATION****MOTION**

Commissioner Loftis moved to have the Chair sign a letter to the Legislation, second by Commission Norris.

**ACTION**

The motion was approved by the following vote:

AYES: Hagen, Loftis, Norris, Humphreys

NOES: Sweeney

ABSTAIN: None

ABSENT: Birdwell, Briggs

**B. COMMISSIONER ANNOUNCEMENTS**

Mr. Henriquez notified the Commission that the Notice has been circulated relating to the Regular Public Member position and that the application process closes in April.

**C. COUNSEL REPORT****D. EXECUTIVE OFFICER REPORT****9. ADJOURNMENT****MOTION**

Commissioner Loftis moved to adjourn the meeting, second by Commissioner Norris.

**ACTION**

The motion was approved by the following vote:

AYES: Hagen, Loftis, Norris, Sweeney, Humphreys

NOES: None

ABSTAIN: None

ABSENT: Birdwell, Briggs

Chair Humphreys adjourned the meeting at 7:15 pm.

The next regularly scheduled LAFCO meeting will be March 24, 2010.

**APPROVED BY THE COMMISSION  
AUTHENTICATED AND CERTIFIED**



Interim Clerk to the Commission



Chairperson