

MINUTES OF MARCH 28, 2007

STATE OF CALIFORNIA, COUNTY OF EL DORADO

1. CALL TO ORDER AND ROLL CALL

The meeting of the Local Agency Formation Commission held March 28, 2007, 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. Regular Members present were: City Members Ted Long and Carl Hagen, District Member Gary Costamagna, County Member Ron Briggs and Public Member Francesca Loftis. Others present were: Alternate City Member Roberta Colvin, Alternate Public Member Norm Rowett, Alternate District Member Robert Larsen, Executive Officer José C. Henríquez, Policy Analyst Erica Sanchez, Commission Clerk Allison Parsons and LAFCO Counsel Tom Gibson.

ROLL CALL - VOTING MEMBERS:

Long, Loftis, Briggs, Costamagna, Hagen and Larsen.

2. CONSENT CALENDAR

- A. ADOPTION OF AGENDA
- B. MINUTES OF THE MEETING OF FEBRUARY 28, 2007
- C. APPROVAL OF CLAIMS
- D. APPROVAL OF THE CONTRACT WITH THE COUNTY OF EL DORADO INFORMATION TECHNOLOGIES DEPARTMENT FOR THE PROVISION OF IT SERVICES
- E. APPROVAL OF THE CONTRACT WITH MORELAND & ASSOCIATES, INC. FOR THE PROVISION OF AUDIT SERVICES

MOTION

Commissioner Costamagna made the motion to adopt the consent calendar, second by Commissioner Loftis.

ACTION

The motion was approved by the following vote.

AYES: Long, Loftis, Briggs, Costamagna, Hagen
Larsen
NOES: None
ABSTAIN: None
ABSENT: Sweeney

3. PUBLIC FORUM/PUBLIC COMMENT

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

4. **PUBLIC HEARING TO CONSIDER THE ENVIRONMENTAL REVIEW AND THE DORKIN ANNEXATION TO EL DORADO IRRIGATION DISTRICT (LAFCO PROJECT NO. 2006-07)**

Mrs. Sanchez reviewed the staff report with the following recommendations:

1. Recognize that the County of El Dorado, as the lead agency in consultation with LAFCO, has prepared a Mitigated Negative Declaration and CEQA determinations which have been found to be adequate and complete for the purposes of annexation.
2. Adopt LAFCO Resolution L-2007-05, adding any additional conditions the Commission finds appropriate and approve the Dorkin Annexation to the El Dorado Irrigation District; LAFCO Project No. 2006-07.
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.
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.

Commissioner Hagen asked if the project is the last island in the surrounding area. Mrs. Sanchez replied there are more EID islands in the area but as development occurs, LAFCO is annexing each parcel when the landowner is ready. Commissioner Hagen asked Mr. Henriquez if staff is working directly with EID to eliminate these islands. Mr. Henriquez stated it is an on going discussion with EID and will also be part of the discussion on its Sphere of Influence.

Chair Long opened the item to public comment.

Gene Thorne spoke on behalf of the applicant. He commended staff on the staff report and offered to answer any questions on the project.

After no other questions or speakers, Chair Long closed the public hearing.

MOTION

Commissioner Briggs made the motion to adopt staff recommendations, second by Commissioner Costamagna.

ACTION

The Commission approved the motion by adopting LAFCO Resolution No. L-2007-05 by the following vote:

AYES: Long, Loftis, Briggs, Costamagna, Hagen,
Larsen
NOES: None
ABSTAIN: None
ABSENT: Sweeney

5. **CONSIDERATION OF THE LAFCO RECORDS DISPOSITION SCHEDULE AND DETERMINATION OF ADDITIONAL SPACE FOR THE LAFCO OFFICE**

Mr. Henriquez reviewed the staff report with the following recommendations:

1. Consider the current Records Disposition Schedule as directed by the Commission at the February 28, 2007 meeting; and
2. Direct staff on its preference regarding the need to rent additional office space.

Commissioner Briggs commented that the County is in the process of scanning all of its documents and digitally storing them. He believes this is a good solution to the storage issue.

Chair Long asked Mr. Henriquez if staff is moving in the direction of digitizing LAFCO records. Mr. Henriquez replied that it is part of the work plan to do so. He mentioned it will take some time to send out proposals and select a consultant. *Funding will also have to be determined.*

Commissioner Loftis asked if staff has begun to scan current files and any future application documents as not to get further behind. Mr. Henriquez replied that the projects that are coming in are more digital than previous ones and that he has considered making an agreement with a consultant for that firm to scan documents beginning in some date in the past and working forward while LAFCO staff would start scanning current projects and work backward, meeting the consultant at a particular date. Commissioner Loftis asked how much of the LAFCO process can be done online by applicants. Mr. Henriquez replied the application forms are digital and could be filled out by the applicant online but that applicants need to submit hard copies because LAFCO needs original signatures on the forms.

Chair Long asked Mr. Gibson if there are any changes that could be made to the law in regards to the length of time for record retention. He replied it could be possible but more likely will end up a requirement for converting to scanning and electronic record keeping for the same length of time as paper documents.

Chair Long opened item to public comment. No one addressed the Commission.

Commissioner Larsen asked Mr. Henriquez how much time the additional space would allow for record retention before the space was full. Mr. Henriquez replied the additional space should last for about three to five years.

Commissioner Hagen asked what is the remaining time left on the current lease. Mr. Henriquez replied that there are two years left on the lease with the option of five two-year extensions. He stated the work plan calls for the Commission to form an ad hoc committee to determine if staff should find a new building to lease or extend the current lease for another two years. Commissioner Hagen asked if the additional space will be included with the existing lease and not with a separate expiration date. Mr. Henriquez replied that it will be incorporated into the existing lease.

MOTION

Commissioner Costamagna moved to retain the current record retention policy and for staff to pursue rental of additional office space, second by Commissioner Loftis.

ACTION

The motion was approved by the following vote:

AYES: Long, Loftis, Briggs, Costamagna, Larsen
NOES: None
ABSTAIN: Hagen
ABSENT: Sweeney

6. PUBLIC HEARING TO CONSIDER AND ADOPT THE FINAL BUDGET FOR FISCAL YEAR 2007-08

Mr. Henriquez reviewed the staff report with the following recommendations:

1. Receive the information related to the adopted Proposed Budget for Fiscal Year 2007-08.
2. Open the Public Hearing on this matter.
3. Amend the Proposed Budget as needed, approve the Final Budget for 2007-08 by adopting Resolution L-2007-06.
4. Direct staff to transmit the Final Budget to the funding agencies and others as specified in Government Code §56381.

Chair Long clarified that the Public Hearing is the chance for the districts to voice concerns or opinions on LAFCO's fiscal year 2007-08 budget.

Chair Long opened item to Public comment. No member of the public addressed the Commission.

Commissioner Rowett asked what type of retirement the County offers to LAFCO staff. Mr. Henriquez replied that the Commission's Policies and Guidelines states that staff does not participate in the County's Retiree Health Benefits plan but will independently fund such a benefit. So far that allowance has not occurred nor has been brought up as part of the budget. Mr. Henriquez states that the reason the retirement benefits has not been brought to the Commission for discussion is because he needs to meet with an accountant and discuss the process. Advice on retirement benefits is not included in the contract with our current auditor, but is included in the auditing contract recently negotiated for the next year.

Mr. Henriquez notified the Commission of a couple of changes to the budget. The price of stamps will be increasing, resulting in an estimated \$70.00 increase in the budget from the preliminary adoption. Staff would also like to look into leasing a postage machine. The price would be \$19.99 for the first year with a 60-day free trial period. Mr. Henriquez also stated that the adopted audit contract is less than what was allocated on the preliminary budget so there will be a reduction of \$4,500 to the budget.

MOTION

Commissioner Hagen moved to adopt staff recommendations with the budget reduction for the audit contract and allocation for the postage machine, second by Commissioner Loftis.

ACTION

The Commission approved the motion by adopting LAFCO Resolution No. L-2007-06 by the following vote:

AYES: Long, Loftis, Briggs, Costamagna, Hagen,
Larsen
NOES: None
ABSTAIN: None
ABSENT: Sweeney

Commissioner Costamagna asked Mr. Henriquez if staff could send out a letter to the districts with an estimate for their contributions to LAFCO. Mr. Henriquez replied that the amount comes from the County Auditor and those calculations do not begin until they receive information from the State Controller's office. He s he has sent letters from districts who request the percentages for the current fiscal year with the caveat that this is a rough estimate only.

Commissioner Hagen requested staff send letters out to all the districts with the estimated contribution for each district with the caveat that it is only an estimate.

7. CONSIDER THE CANCELLATION OF THE APRIL REGULAR MEETING

Mr. Henriquez recommends not canceling the Commission meeting for the month of April due to the consultant interviews for the General Government Services I MSR. Once that interview is done and the consultant is selected, the Commission will need to ratify the contract. In addition, the Commission needs to sign the lease amendment for the additional office space. He states these are the only items on the agenda and just the number of Commissioners to form a quorum would be necessary for attendance.

Chair Long and Commissioners agreed to leave the April 25th meeting on the calendar.

8. OTHER BUSINESS**A. LEGISLATION**

Mr. Henriquez reviewed the staff report with the recommendation of submitting a formal opposition letter to Sacramento Board of Supervisors regarding the development of an additional 3,400 acres on the Sacramento/El Dorado County line.

Commissioner Briggs distributed a 2001 letter to the Commissioners from EID to the agricultural growers with metered water in El Dorado County stating that there was a water deficiency and that their water could be shut off with a 24-hour notice. He comments that with every new development or landowner annexing into EID, there is less water for the agricultural lands and that El Dorado County is in danger of losing agricultural land.

MOTION

Commissioner Costamagna moved to approve the signing of the letter to Sacramento County Board of Supervisors, second by Commissioner Loftis.

ACTION

The motion was approved by the following vote:

AYES: Long, Loftis, Briggs, Costamagna, Hagen
Larsen

NOES: None

ABSTAIN: None

ABSENT: Sweeney

A. COMMISSIONER ANNOUNCEMENTS

Commissioner Rowett told the Commission that he is on a committee for the Board of Supervisors that is looking at the housing element for El Dorado County. Along with the consultant, El Dorado County is looking at ways to make it more affordable for developers to come in and build affordable housing. He said El Dorado County's allotment for affordable housing has increased by 6,000 units. He asked if LAFCO has any requirements in regards to projects with a certain amount of affordable housing.

Mr. Gibson replied that LAFCO is the responsible agency regarding CEQA, but it is up to the Commissioners to consider these factors when projects come before the Commission.

Commissioner Loftis asked Mr. Henriquez for clarification on a piece of legislation concerning water and housing. He replied the legislation was not in reference to affordable housing, but that a water assessment would be triggered for a development of 500 houses or more. He did state that there is a piece of legislature that put affordable housing developments at the front of the line where water allocation is concerned.

Mr. Gibson also stated that there is not a specified amount of affordable housing to be included in a development that enables it to put affordable housing in the front of line, but just that there is a number of affordable housing units included.

B. COUNSEL REPORT
None

D. EXECUTIVE OFFICER REPORT

Mr. Henríquez stated that consultant interviews for the General Services I MSR will be held on March 29, 2007. He stated that this report could yield at least 12 spheres of influence updates.

Commissioner Loftis asked Mr. Henríquez for an update of staff discussions with EID staff on the *Shingle Springs Casino*. He replied there is no definitive status report at the moment, but he hopes to begin discussions sometime this summer.

Mr. Henríquez stated that staff received a letter from the El Dorado Hills CSD stating its opposition to rendering its provision of power services latent and will be providing the Commission with documentation showing that they are exercising/pursuing the provision of that service.

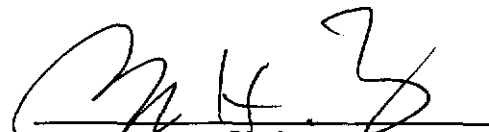
9. **ADJOURNMENT**

Chair Long adjourned the meeting at 6:30 pm.

The next regularly scheduled LAFCO meeting will be April 25, 2007.

**APPROVED BY THE COMMISSION
AUTHENTICATED AND CERTIFIED**


Clerk to the Commission


Chairperson