

### MINUTES OF JANUARY 24, 2018

#### 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 24, 2018 was called to order at 5:30 p.m. by Chair Frentzen in the Board of Supervisors Chambers, Building A of the Government Center, 330 Fair Lane, Placerville, California and at a teleconference location in the South Lake Tahoe City Council Chambers, 1901 Airport Road, South Lake Tahoe, California. Regular Members present were: City Members Mark Acuna and Brooke Laine, County Members Shiva Frentzen and Brian Veerkamp, and District Members Ken Humphreys and Tim Palmer. Others present were: Alternate District Member Holly Morrison, Alternate Public Member Michael Powell, 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 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 Frentzen briefly went through some special procedures required by the Brown Act. Commissioner Laine made the following statements:

- (1) Commissioner Laine confirmed she could hear Chair Frentzen.
- (2) Commissioner Laine confirmed she could hear the proceedings occurring on the Placerville site.
- (3) Commissioner Laine confirmed she had a copy of the agenda.
- (4) Commissioner Laine confirmed the LAFCO agenda was posted at her location.
- (5) Commissioner Laine confirmed that her location was reasonably accessible to the public, such that any member of the public could participate in the teleconference from her location if he or she wished to do so.
- (6) Commissioner Laine indicated that there were no members of the public who wanted to participate in the public comment portion of the meeting, or otherwise address any agenda item for the meeting.

After confirming with the members in the Placerville location, Chair Frentzen stated that the record should reflect that all Commissioners present had indicated that they were able to hear Commissioner Laine clearly.

After confirming with the members present at the Placerville location, Chair Frentzen stated that the record should reflect that no Commissioner had expressed doubt that Commissioner Laine was the party participating by teleconference.

#### 2. ROLL CALL

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

Acuna, Frentzen, Humphreys, Laine, Palmer, Powell, Veerkamp

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

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

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Humphreys, Laine, Palmer, Powell, Veerkamp, Frentzen

NOES: None

ABSTAIN: None

ABSENT: None

**4. CONSENT CALENDAR**

- A. MINUTES OF THE REGULAR MEETING OF DECEMBER 6, 2017
- B. REVIEW OF CLAIMS
- C. WAIVER OF MILEAGE REIMBURSEMENT FOR COMMISSION PALMER
- D. APPROVAL OF UPDATES TO THE EMPLOYEE POLICIES AND PROCEDURES
- E. OPEN THE PUBLIC COMMENT PERIOD FOR THE DRAFT MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE STUDY FOR THE CAMERON ESTATES COMMUNITY SERVICE DISTRICT (LAFCO PROJECT NO. 2017-07)
- F. ADOPT THE UPDATED CONFLICT OF INTEREST CODE

Chair Frentzen opened the public forum.

Karen Moonitz, General Manager representing Cameron Estates Community Services District (CSD) requested to comment on Item 4E.

Chair Frentzen removed Item 4E for further comment.

**MOTION #1**

Commissioner Acuna moved to adopt the consent calendar with the removal of Item 4E, second by Commissioner Veerkamp.

**ACTION #1**

The motion was approved by the following vote:

AYES: Acuna, Humphreys, Laine, Palmer, Powell, Veerkamp, Frentzen

NOES: None

ABSTAIN: None

ABSENT: None

Ms. Moonitz expressed the Cameron Estates CSD Board's opposition to the removal of the parcels specified in the sphere of influence study from the Cameron Estates Sphere of Influence (SOI). She added that the Cameron Estates CSD will consult with their legal counsel and submit comments to LAFCO. She said that the Cameron Estates CSD Board's concerns included: future access to the district roads if parcels are removed from the SOI, the timing of the removal of the parcels, and the potential loss of future property tax/special tax revenue.

Chair Frentzen asked if the removal of the parcels from the SOI affected the District's property tax revenue.

Ms. Sanchez replied it would not. The parcels would remain in the Cameron Estates CSD service area unless they were detached from the District. Detachment would require an application from the landowner(s) or the District.

Chair Frentzen asked if the landowners have been notified.

Ms. Sanchez replied that they had been; letters were sent and no comments or questions had been received yet.

Chair Frentzen stated that there is a larger policy concern of legal exposure for the District by stating it is not providing service and LAFCO directed legal counsel to review.

**MOTION #2**

Commissioner Veerkamp moved to open the public comment period for Item 4E; Draft Cameron Estates Community Services District MSR/SOI Study, second by Commissioner Humphreys.

**ACTION #2**

The motion was approved by the following vote:

AYES: Acuna, Humphreys, Laine, Palmer, Powell, Veerkamp, Frentzen  
NOES: None  
ABSTAIN: None  
ABSENT: None

**5. PUBLIC FORUM/PUBLIC COMMENT**

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

**6. ADMINISTER OATH OF OFFICE**

Chair Frentzen administered the oath of office to Commissioner Palmer.

**7. ELECTION OF LAFCO OFFICERS FOR 2018**

Mr. Henríquez reviewed the staff report and pertinent LAFCO policies with the recommendation that the Commission determine who will serve as Commission Chair, Vice Chair and account signator for calendar year 2018.

**MOTION**

Commissioner Veerkamp moved to keep the current LAFCO officers (Frentzen, Chair/signator; Veerkamp, Vice-chair/signator; Acuna, signator) as the officers and signatories for 2018, second by Commissioner Acuna.

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Humphreys, Laine, Palmer, Powell, Veerkamp, Frentzen  
NOES: None  
ABSTAIN: None  
ABSENT: None

**8. PRESENTATION BY DANE WADLE, CSDA FIELD COORDINATOR, ON CSDA'S PROGRAMS AND SERVICES**

Mr. Wadlé gave an introductory presentation to the Commission on the California Special Districts Association.

**9. PUBLIC HEARING TO CONSIDER AND ADOPT THE ENVIRONMENTAL REVIEW AND THE HOLIDAY LAKE COMMUNITY SERVICES DISTRICT MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE STUDY (LAFCO PROJECT NO. 2016-02)**

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

1. Receive and discuss the information related to the municipal services review and sphere of influence update for the Holiday Lake Community Services District;
2. Open the public hearing on the matter;
3. Accept statutory exemption §15061(b)(3) from environmental review as the appropriate environmental review;
4. Adopt Resolution L-2018-02, adopting the municipal service review and sphere of influence update for the Holiday Lake Community Services District; and
5. Direct staff to complete the necessary filings and transmittals as required by law.

**MOTION**

Commissioner Acuna moved to adopt the Holiday Lake MSR/SOI Study, Environmental Review and Resolution L-2018-02, second by Commissioner Humphreys.

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Humphreys, Laine, Palmer, Powell, Veerkamp, Frentzen  
 NOES: None  
 ABSTAIN: None  
 ABSENT: None

**10. CONSIDERATION OF SDRMA WORKERS' COMPENSATION RESOLUTION FOR BOARD MEMBERS AND VOLUNTEERS**

Mr. Henríquez reviewed the staff report with the recommendations that the Commission receive the information regarding LAFCO's current worker's compensation coverage and either:

1. Approve Resolution L-2018-03, covering the Commission, any other volunteers LAFCO may have and other designees in the Special District Risk Management Authority (SDRMA) Workers' Compensation policy; and, if so
  - a. Designate which categories of persons be extended coverage as noted on the resolution. The Commission is requested to indicate with a check mark on the resolution who should also be extended coverage
2. Or leave matters as-is, which is that the coverage only covers paid employees.

**MOTION**

Commissioner Veerkamp moved to extend the SDRMA Workers' Compensation coverage to all applicable categories, second by Commissioner Acuna.

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Humphreys, Laine, Palmer, Powell, Veerkamp, Frentzen  
 NOES: None  
 ABSTAIN: None  
 ABSENT: None

**11. DISCUSSION ON THE MEMBERSHIP TO THE BUDGET AD HOC COMMITTEE**

Mr. Henríquez reviewed the staff report with the recommendation that the Commission determine the membership to the Budget Ad Hoc Committee to assist staff with drafting the budget for Fiscal Year 2018-19.

**MOTION**

Commissioner Veerkamp moved to keep the Ad Hoc Committee as-is with the remaining two commissioners (Frentzen and Palmer), second by Commissioner Acuna.

**ACTION**

The motion was approved by the following vote:

AYES: Acuna, Humphreys, Laine, Palmer, Powell, Veerkamp, Frentzen

NOES: None

ABSTAIN: None

ABSENT: None

**12. OTHER BUSINESS****A. LEGISLATION**

- 1) League of CA Cities Letter
- 2) CALAFCO Leg Report
- 3) SB 561

- a. Staff directed to submit a letter of concern to the author with no position on the bill.

**B. COMMISSIONER ANNOUNCEMENTS****C. COUNSEL REPORT****D. EXECUTIVE OFFICER REPORT****13. ADJOURNMENT TO CLOSED SESSION**

CONFERENCE WITH LABOR NEGOTIATOR

Government Code section 54957.6

Agency Designated Representative: Kara Ueda

Unrepresented Employee: Executive Officer

**14. REPORT OUT OF CLOSED SESSION**

Chair Frentzen reconvened the meeting to Open Session. Legal Counsel stated that there was nothing to report.

**15. ADJOURNMENT**

Chair Frentzen adjourned the meeting at 7:20 pm.

The next regularly scheduled LAFCO meeting will be March 28, 2018.

**APPROVED BY THE COMMISSION  
AUTHENTICATED AND CERTIFIED**



Interim Clerk to the Commission



Chairperson