

LAFCO COMMISSION MEETING

OCTOBER 26, 2005

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

*550 MAIN STREET SUITE E
PLACERVILLE, CA 95667
lafco@co.el-dorado.ca.us*

*PHONE: (530) 295-2707
FAX: (530) 295-1208
www.co.el-dorado.ca.us/lafco*

AGENDA

October 26, 2005 – 5:30 P.M.

Hearing Room, 2850 Fairlane Court, Building C, Placerville, California

Time limits are three minutes for speakers.

Speakers should complete a "Request to Speak Form" available from the Clerk at the meeting.

If you need disability-related accommodations to participate in this meeting,
contact LAFCO staff at least two days prior to the meeting.

- 1. CALL TO ORDER AND ROLL CALL**
- 2. CLOSED SESSION : APPOINTMENT OF PUBLIC EMPLOYEE, EXECUTIVE OFFICER**

The Commission will interview candidates for Executive Officer and may take action to appoint the new Executive Officer.

- 3. CONSENT CALENDAR**
 - a. ADOPTION OF AGENDA
 - b. MINUTES OF THE MEETING OF AUGUST 24 & SEPTEMBER 28, 2005
 - c. APPROVAL OF CLAIMS

- 4. PUBLIC FORUM/PUBLIC COMMENT**

Members of the public may address the Commission concerning matters within the jurisdiction of LAFCO which are not listed on the agenda. No action may be taken on these matters.

- 5. EXTENSION OF TIME FOR COMPLETION OF CONDITIONS, LAFCO PROJECT #93-02 (Spinardi-Davis Annexation to EID)**
- 6. UPDATE OF ADMINISTRATIVE PROCEDURES (Petty Cash, Expenditures & Disbursements, Bank Statement Reconciliation)**

7. OPTIONAL BENEFITS

The Commission will consider an increase of \$1,500 for optional benefits consistent with benefits approved by El Dorado County.


8. REVISED JOB DESCRIPTION CLERK TO THE COMMISSION

9. OTHER BUSINESS

- a. COMMISSIONER ANNOUNCEMENTS
- b. COUNSEL REPORT
- c. EXECUTIVE OFFICER REPORT
 1. Confirm Meeting Schedule for Holidays
 2. Miscellaneous Items
 3. Project Status Report

10. ADJOURNMENT

Respectfully submitted,



Roseanne Chamberlain
Executive Officer

All persons are invited to testify and submit written comments to the Commission. If you challenge a LAFCO action in court you may be limited to issues raised at the public hearing or submitted as written comments prior to the close of the public hearing. All written materials received by staff 24 hours before the hearing will be distributed to the Commission. If you wish to submit written material at the hearing, please supply 15 copies.

NOTE: State law requires that a participant in a LAFCO proceeding who has a financial interest in the decision and who has made a campaign contribution of more than \$250 to any Commissioner in the past year must disclose the contribution. If you are affected, please notify commission staff before the hearing.

EL DORADO LAFCO

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SPECIAL MEETING AGENDA

October 26, 2005 – 5:30 P.M.

Hearing Room, 2850 Fairlane Court, Building C, Placerville, California

Time limits are three minutes for speakers.

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If you need a disability-related accommodation to participate in this meeting,
please contact LAFCO staff at least two days prior to the meeting.

1. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION:

Significant exposure to litigation pursuant to Section 54956.9(b): One potential case.

2. PUBLIC FORUM/PUBLIC COMMENT

Members of the public may address the Commission concerning matters within the jurisdiction of LAFCO which are not listed on the agenda. No action may be taken on these matters.

Respectfully submitted,


Roseanne Chamberlain
Executive Officer

All persons are invited to testify and submit written comments to the Commission. If you challenge a LAFCO action in court you may be limited to issues raised at the public hearing or submitted as written comments prior to the close of the public hearing. All written materials received by staff 24 hours before the hearing will be distributed to the Commission. If you wish to submit written material at the hearing, please supply 15 copies.

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COMMISSIONERS: GARY COSTAMAGNA, TED LONG, ROBERTA COLVIN, RUSTY DUPRAY, ALDON MANARD, CHARLIE PAINE, RANCY ALLEN
ALTERNATES: CARL HAGEN, GEORGE WHEELDON, FRANCESCA LOFTIS, JAMES R. SWENEY
STAFF: ROSEANNE CHAMBERLAIN-EXECUTIVE OFFICER, CORINNE FRATINI-POLICY ANALYST,
SUSAN STAHMANN-CLERK TO THE COMMISSION, TOM GIBSON-LAFCO COUNSEL



MURPHY AUSTIN
ADAMS SCHOENFELD LLP

MARY E. FARRELL
(916) 446-2300, EXT. 209
mfarrill@murphyaustin.com

October 21, 2005

VIA FACSIMILE AND MAIL

Roseanne Chamberlain
Executive Officer
El Dorado LAFCO
550 Main Street, Suite E
Placerville, California 95667

Re: *Wrongful Termination of Susan Stahmann -- Violation of Family & Medical Leave Act and Americans with Disabilities Act*

Dear Ms. Chamberlain:

This firm represents Susan Stahmann related to her wrongful termination claim against you, individually, and her former employer, El Dorado County's Local Agency Formation Commission, hereinafter referred to as "El Dorado LAFCO" or the "Commission."

Please forward copies of Ms. Stahmann's complete personnel file and her payroll records for the last four years of her employment. Please forward these records to my attention at the following address: Mary E. Farrell, Murphy Austin Adams Schoenfeld LLP, 1000 G Street, Third Floor, Sacramento, California 95814.

Please also forward any documentation and/or policies utilized by LAFCO and/or the County of El Dorado with respect to administration of the following relevant statutes: (1) the federal Family & Medical Leave Act ("FMLA"); (2) the California Family Rights Act ("CFRA"); (3) the Americans with Disabilities Act; and (4) California's Fair Employment & Housing Act. Ms. Stahmann intends to exhaust her administrative remedies by filing complaints with the California Department of Fair Employment & Housing and the federal Equal Opportunity Employment Commission for your failure and refusal to abide by the FMLA/CFRA with respect to Susan's serious health condition and for your failure and refusal to provide a reasonable accommodation for what you clearly knew was a physical disability.

While I note that you are actively recruiting on LAFCO's website to fill the vacancy created by your wrongful termination of Ms. Stahmann, I also note that the October 26, 2005 agenda clearly states:

Post Office Box 1319
SACRAMENTO, CALIFORNIA 95812-1319
1000 G STREET, THIRD FLOOR
SACRAMENTO, CALIFORNIA 95814
916/446-2300 Fax 916/303-4000

MURPHYAUSTIN.COM

2606.001-302902.1



Roseanne Chamberlain
October 21, 2005
Page 2

"Time limits are three minutes for speakers. Speakers should complete a "Request to Speak Form". If you need a disability-related accommodation to participate in this meeting, contact LAFCO staff at least two days prior to the meeting."

What LAFCO staff member should the public contact in order to ensure that his/her disability is accommodated during a Commission meeting? You? Susan served LAFCO in a faithful, competent, trustworthy and dedicated manner for over eight years, yet no reasonable accommodation was afforded to Susan following her heart surgery. Instead, she was summarily terminated without anyone advising her of her rights under FMLA/CFRA or the disabilities statutes.

On September 20, 2005, you sent Ms. Stahmann a termination letter that contained several misrepresentations and false conclusions. The reason you espouse for Ms. Stahmann's termination - the petty cash "problem," is just that - petty. This trumped up "crisis" is nothing more than your way of getting rid of Ms. Stahmann while she was supposed to be on a protected leave of absence.

Lastly, I note that an agenda item for the upcoming October 26, 2005 Commission meeting is the updating of certain administrative procedures, including the petty cash procedures. It will be interesting to learn what procedures you propose to update.

I look forward to receiving the requested information from you as soon as practicable.

Sincerely,

MURPHY AUSTIN ADAMS SCHOENFELD LLP

MARY E. FARRELL

MEF/kc

- cc: Roberta Colvin (City of Placerville)
- Ted Long (City of South Lake Tahoe)
- Rusty Dupray (County Board of Supervisors)
- Charlie Paine (County Board of Supervisors)
- Aldon R. Manard (Public Member)
- Nancy Allen (Garden Valley Fire Protection District)

AGENDA ITEM NO. 2

***CLOSED SESSION :
APPOINTMENT OF PUBLIC
EMPLOYEE, EXECUTIVE
OFFICER***

(Confidential materials enclosed separately.)

AGENDA ITEM NO. 3

CONSENT CALENDAR

- 1. Adoption of Agenda*
- 2. Minutes of the meeting of August 24 & September 28, 2005*
- 3. Approval of Claims*

STATE OF CALIFORNIA, COUNTY OF EL DORADO

LOCAL AGENCY FORMATION COMMISSION MINUTES OF SEPTEMBER 28, 2005

1. CALL TO ORDER AND ROLL CALL

The meeting of the Local Agency Formation Commission held September 28, 2005, was called to order at 5:45 p.m. by Chair Manard in the meeting room, Building C of the Government Center, 2850 Fairlane Ct., Placerville, California.

COMMISSIONERS – PRESENT

Rusty Dupray, County
Aldon Manard, Public

COMMISSIONERS – ABSENT

Roberta Colvin, City
Ted Long, City
Richard C. Paine, County
Gary Costamagna, District
Nancy Allen, District

ALTERNATE COMMISSIONERS – PRESENT

Carl Hagen, City
Francesca Loftis, Public

ALTERNATE COMMISSIONERS – ABSENT

George Wheeldon, District
James R. Sweeney, County

COMMISSION STAFF - PRESENT

Roseanne Chamberlain, Executive Officer
Wendy Cortade, Acting Clerk to the Commission

COMMISSION STAFF – ABSENT

Vacant, LAFCO Policy Analyst
Thomas Gibson, LAFCO Counsel

ROLL CALL - VOTING MEMBERS: *No Quorum was established.*

2. CONSENT CALENDAR

- A. ADOPTION OF AGENDA
- B. MINUTES OF THE MEETING OF AUGUST 24, 2005
- C. APPROVAL OF CLAIMS

The Chairman continued action on the Consent Calendar to the next meeting.

3. PUBLIC FORUM/PUBLIC COMMENT

Chair Manard opened the public forum. No one spoke.

4. STUDY SESSION – HOUSING AND HOUSING ELEMENTS

The Executive Officer introduced the item.

Greg Chew, SACOG, provided a powerpoint presentation on the Regional Housing Needs Plan.

APPROVED

Paul McDougall, Housing Policy Specialist, California Department of Housing and Community Development, reviewed the state issues and requirements, including the housing element certification process.

Greg Fuz, El Dorado County Community Development Director, provided highlights of the County Housing Element, then Joyce Aldrich, County Human Services staff, explained programs currently in place at the County, even without a certified housing element.

Lisa O'Daly, Planning staff of the City of South Lake Tahoe, provided a powerpoint review of the housing element and programs in South Lake Tahoe.

There was Commission discussion of market forces, housing costs, income levels, and the allocation process.

Paul Raveling, El Dorado Hills resident, asked about the effect of development agreements in El Dorado Hills. Greg Chew explained the negotiated transfer of units and the later assignment by SACOG once a new General Plan is adopted and the Housing Element certified.

Justin Masters, candidate for city council in El Dorado Hills, asked further questions to clarify housing regulations.

5. OTHER BUSINESS

A. LEGISLATION

The Executive Officer reviewed the CALAFCO Omnibus bill and the newly rewritten CSD law, both recently signed by the governor.

B. COMMISSIONER ANNOUNCEMENTS

Alternate Hagen and Chair Manard reported briefly on the recent CALAFCO conference.

C. EXECUTIVE OFFICER REPORT

Commissioners inquired and the Executive Officer explained the current staffing arrangements and progress on the Executive Officer recruitment.

6. ADJOURNMENT

Chair Manard adjourned the meeting at 7:40 p.m.

The next regularly scheduled LAFCO meeting will be October 26, 2005.

**APPROVED BY THE COMMISSION
AUTHENTICATED AND CERTIFIED**


Executive Officer


Chairperson

STATE OF CALIFORNIA, COUNTY OF EL DORADO**LOCAL AGENCY FORMATION COMMISSION MINUTES OF AUGUST 24, 2005**

1. CALL TO ORDER AND ROLL CALL

The meeting of the Local Agency Formation Commission held on August 24, 2005, was called to order at 5:31 p.m. by Chair Manard in the meeting room, Building C of the Government Center, 2850 Fair Lane, Placerville, California.

COMMISSIONERS - PRESENT

Roberta Colvin, City
Ted Long, City
Richard C. Paine, County
Rusty Dupray, County
Aldon Manard, Public
Gary Costamagna, District
Nancy Allen, District

COMMISSIONERS - ABSENT**ALTERNATE COMMISSIONERS - PRESENT**

Carl Hagen, City
Francesca Loftis, Public

ALTERNATE COMMISSIONERS - ABSENT

George Wheeldon, District
James R. Sweeney, County

COMMISSION STAFF - PRESENT

Roseanne Chamberlain, Executive Officer
Thomas Gibson, LAFCO Counsel
Wendy Cortade, Acting Clerk

COMMISSION STAFF - ABSENT

Susan Stahmann, Clerk to the Commission

ROLL CALL - VOTING MEMBERS: Dupray, Paine, Costamagna, Allen, Colvin, Long, Manard

2. CONSENT CALENDAR**A. ADOPTION OF AGENDA****B. DISPOSITION OF MINUTES OF THE LOCAL AGENCY FORMATION COMMISSION**

Minutes of the Meeting of April 18, 2005
Minutes of the Meeting of May 18, 2005
Minutes of the Meeting of June 1, 2005
Minutes of the Meeting of June 8, 2005
Minutes of the Meeting of June 22, 2005
Minutes of the Meeting of July 11, 2005
Minutes of the Meeting of July 27, 2005

C. APPROVAL OF CLAIMS

Commissioner Paine suggested adding items 4 and 5 to the consent calendar. Staff requested separate motions on these items. Commissioner Long noted a correction needed on page 2 of the June 8th minutes, to show Dupray making the motion to approve the incorporation, with Long as the second of that motion. Commissioner Allen requested clarification of an amount listed in the minutes. Commissioners confirmed that the amount was correct.

MOTION

Long moved adoption of the consent calendar with the correction as noted; second Allen.

ACTION

The motion was supported unanimously (voice vote).

APPROVED

3. **PUBLIC FORUM/PUBLIC COMMENT**

Chair Manard opened the public forum. No one spoke.

4. **FEE WAIVER REQUEST: FORNI ROAD RIGHT-OF-WAY REORGANIZATION, LAFCO PROJECT 05-11**

The Executive Officer reviewed the staff report and recommendation to waive fees.

Steve Calfee, Community Development Director, City of Placerville, explained the project and affirmed the need for the fee waiver.

The chair closed the public hearing.

MOTION

Paine moved to adopt the fee waiver as recommended; second by Dupray.

The Executive Officer explained the fee amount.

ACTION

The motion was support unanimously.

5. **EXTENSION OF TIME TO COMPLETE PROCEEDINGS: GREEN SPRINGS RANCH REORGANIZATION, LAFCO PROJECT 98-12**

The Executive Officer explained the provisions of statute requiring extensions and EID's process and the time typically needed to secure the USBR approval for change of the place of use for annexations. She noted that the extensions are usually grouped on the November agenda. The Commission discussed the extension.

There was no public comment.

MOTION

Costamagna moved approval of the staff recommendations; second by Long.

ACTION

The motion was supported unanimously (roll call).

6. **REPORT AND RECOMMENDATIONS OF THE AD HOC PERSONNEL COMMITTEE (SUCCESSION/REPLACEMENT)**

The Executive Officer explained the Committee's process and stated her resignation, effective January 31, 2006, she outlined the hiring process in the staff report.

Chair Manard explained the request for recruitment funding. Commissioner Dupray explained the offer from Scott Finley (former Placer Executive Officer) to assist the committee. The Executive Officer noted the opportunity for Commissioners to recruit at the upcoming CALAFCO conference. There was discussion about setting an application deadline. There was consensus for September 30 as the application deadline.

MOTION

Long moved to accept the Executive Officer's resignation effective January 31, direct the Personnel Committee to initiate recruitment and authorize \$10,000 for expenses, and approve the general hiring process described above (*in the staff report*), and a deadline of September 30 for applications to be filed; second by Costamagna.

APPROVED

In response to Commission discussion, the Executive Officer explained that her written resignation would be revised at the request of the Committee, noting her expectation of the prompt hiring of the new executive and of receiving the step raise and cola that are already in the budget.

ACTION

The motion was supported unanimously (roll call).

7. ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

The Commission discussed the candidates.

There was no public comment.

MOTION

Colvin moved to adopt the resolution with the candidates as discussed. Second by Paine.

ACTION

The motion was supported unanimously (roll call).

8. OTHER BUSINESS

A. LEGISLATION (No report at this time)

B. COMMISSIONER ANNOUNCEMENTS

Chair Manard asked and the Executive officer explained about the EID meeting noted in the Executive Officer's report regarding a "mass annexation" of lands within community regions. She reviewed her recommendations to EID. She noted that it may take some time for EID to define the project.

C. COUNSEL REPORT

Tom Gibson announced the dinner invitation for conference attendees.

D. EXECUTIVE OFFICER REPORT

Ms. Chamberlain asked if any Commissioners would want to attend the conference to substitute for Robby Colvin. She reviewed the project status report briefly. In response to Commissioner Allen she explained the difficulty completing the service review.

9. ADJOURNMENT

Chair Manard adjourned the meeting at 6:05 p.m.
The next regularly scheduled LAFCO meeting will be September 28, 2005.

**APPROVED BY THE COMMISSION
AUTHENTICATED AND CERTIFIED**



Executive Officer



Chairperson

LAFCO
APPROVAL OF CLAIMS
September 22 through October 13, 2005

APPROVED

	<u>Memo</u>	<u>Amount</u>
Aldon Manard	Stipend/Mileage 9/28/05 Meeting	-68.92
BCNS	Computer Support October 2005	-270.00
Blue Ribbon Personnel	Administrative Assistant Temporary Employee	-828.00
	Administrative Assistant Temporary Employee	-744.00
	Administrative Assistant Temporary Employee	-528.00
Carl Hagen	Stipend 9/28/05 Meeting	-50.00
Francesca Loftis	Stipend/Mileage 8/24/05 LAFCO Mtg.	-64.55
Mountain Democrat	Notice of Public Hearing	-18.70
Roseanne Chamberlain	Mileage Reimbursement 7/1/05-8/30/05	-31.28
SBC	530-626-7256-880	-58.92
	530-295-1208-294	-15.56
	530-295-2707-693	-151.20

Approved

Date: 10/26/05

Chairman: [Signature]

Attest: [Signature]

AGENDA ITEM NO. 5

***EXTENSION OF TIME FOR
COMPLETION OF CONDITIONS,
LAFCO PROJECT #93-02
(Spinardi-Davis Annexation to EID)***

Local Agency Formation Commission

STAFF REPORT

Agenda of October 26, 2005

**AGENDA ITEM NO. 5: EXTENSION OF TIME FOR
COMPLETION OF CONDITIONS,
LAFCO PROJECT NO. 93-02,
SPINARDI-DAVIS ANNEXATION**

RECOMMENDATION

Staff recommends the commission grant an extension of time to El Dorado Irrigation District for one (1) year to November 2006 for LAFCO Project No. 93-02.

DISCUSSION

Government Code Section 57001 states in part, "If a certificate of completion for a change of organization has not been filed within one year after the commission approves a proposal, for that proceeding, the proceeding shall be deemed abandoned unless prior to the expiration of that year, the commission authorized an extension of time for that completion."

This annexation to El Dorado Irrigation District was approved by the Commission October 10, 1998. Extensions have been authorized annually since that time. EID has not submitted evidence from the US Bureau of Reclamation that it has the right of use or place of use authorization to serve the territory, as specified as a condition of approval. It is not known when the USBR may add this territory to EID's service area.

Without the extension of time, the proposal will terminate. The applicant has no direct control over the USBR review.

AGENDA ITEM NO. 6

***UPDATE OF ADMINISTRATIVE
PROCEDURES***

***(Petty Cash, Expenditures &
Disbursements, Bank Statement
Reconciliation)***

Petty Cash Procedures- Proposed Revisions

1. The Executive Officer may appoint a petty cash custodian who will be responsible for administering the petty cash account. The maximum amount in the account will not exceed \$250.
2. The fund is used to pay small charges to vendors where it is not efficient or economical to conduct the transactions by other means.
3. Petty cash will be kept in a locked cash box and stored in a file drawer that is locked after hours and on weekends. One petty cash box key and file key will be retained by the Executive Officer. The second petty cash box key and file key will be retained by the petty cash custodian in an agreed upon location.
4. Cash receipts received by LAFCO for photocopies, reproductions of meeting tapes, publications, etc. may be deposited into the petty cash account.
5. Petty cash expenditures and deposits will be recorded on the petty cash transaction log kept by the petty cash custodian.
6. Petty cash and receipts will be counted, to balance the fund twice per month unless no transactions were made during the period. At a minimum, the fund should be balanced monthly, concurrent with balancing other financial accounts. The log and records will be reviewed and verified by the Executive Officer in the petty cash log.
7. Purchases to be made with petty cash will be authorized by the Executive Officer either orally or in writing. The estimated amount of the purchase may be disbursed to the individual who will be making the purchase and the amount disbursed entered into the petty cash log as an IOU. Following the purchase, the receipt and change are returned to the petty cash box and entered into the log.
8. The custodian will submit the receipts for reimbursement with a total by account for the Executive Officer to approve in the petty cash records.
9. The petty cash custodian may replenish the funds on hand when depleted to less than \$100. A check to replenish the funds up to the \$250 maximum may be made out to the petty cash custodian.
10. The Executive Officer will resolve any disputes that arise over the use of the petty cash fund.
11. The petty cash account will be included in the regular audit of LAFCO accounts.

Adopted: December 4, 2003

Revised: _____

PROCEDURES FOR EXPENDITURES AND DISBURSEMENTS

PAYMENT OF CLAIMS AND INVOICES

LAFCO staff receives and opens invoices and claims, date stamps each document, then proceeds as follows:

1. Check the mathematical accuracy of the invoice.
2. Compare the nature, quantity, and prices of items included in the invoice to the purchase order, contract, packing slip, or other receiving report and note correct items and/or discrepancies on the invoice.
3. Obtain the approval of the Executive Officer and an authorization for payment (Policy 2.7.2(a)). Receiving reports/packing slips are retained in the "pending invoice file" until the invoice processing is complete.
4. The Executive Officer will authorize immediate payment of routine claims in order to avoid late charges, ensure timely payment or to qualify for an early payment discount.
5. Non-routine claims will be paid following Commission approval. Preparation and mailing shall occur immediately following the Commission's "Approval of Claims" action at their meeting.
6. When the Executive Officer is unavailable to authorize payment of an urgent claim, the claim may be handled as follows:
 - (a) Attempt to contact the Executive Officer by email or telephone to receive verbal authorization for the urgent claim. Retain a written record confirming the authorization.
 - (b) Prepare the payment and review the invoice and supporting documentation with the Chairman or other authorized Commission member who may sign the check in lieu of the Executive Officer.

Note: An urgent claim is defined as a claim which would trigger a late charge or penalty or would forfeit an early payment discount if delayed during the absence of Executive Officer.

7. Check preparation is as follows:

- Payments approved and authorized by the Executive Officer are submitted to the staff member responsible for check preparation.
- Each item is entered into the accounting software (Quickbooks).
- The checks to be paid are marked in the software and the checks printed.
- Checks are provided to the Executive Officer with the original invoice and supporting documents attached.
- The Executive Officer signs the check. Checks of \$5,000 or more require two signatures (Policy 2.7.3 (d)). Staff arranges for the second signature where applicable.
- For regular checks, the bottom stub is removed and attached to the original invoice; these documents are then filed in the Vendor File.
- For special checks, a photocopy of the check is attached to the invoice, these documents are then filed in the Vendor File.
- The check is then placed in a window envelope for mailing with the address and return address showing, or in any envelope provided by the vendor with LAFCO's return address added.
- Most checks are mailed first class USPS.

8. The invoice amount and detail is logged into the Approval of Claims report in the software (Quickbooks) for Commission review at the next LAFCO meeting.

Approved 6/23/04;

Revised _____

PROCEDURE FOR BANK STATEMENTS AND RECONCILIATION

1. The Executive Officer shall open all bank statements and correspondence from financial institutions. Staff members shall not open bank statements or other correspondence from financial institutions holding accounts for LAFCO.
2. The Executive Officer shall receive, open and review and sign bank statements and other correspondence from financial institutions, noting the date opened and reviewed on each document.
3. The staff person responsible for reconciling accounts will compare the Bank Statements to payment records, including electronic transfer amounts, and will identify outstanding unpaid checks in order to determine the account balance. The reconciliation will be reviewed with the Executive Officer and unpaid checks, outstanding amounts and discrepancies will be noted and where possible, accounted for.
4. The Executive Officer shall review and sign bank statement reconciliations.

Approved 6/23/04, combined with expenditures and disbursements procedure

Revised _____

AGENDA ITEM NO. 7

OPTIONAL BENEFITS

The Commission will consider an increase of \$1,500 for optional benefits consistent with benefits approved by El Dorado County.

Local Agency Formation Commission
STAFF REPORT
Agenda of October 26, 2005

AGENDA ITEM 7: OPTIONAL BENEFITS

Effective June 25, 2005, El Dorado County increased the amount provided for "optional benefits" for its management classifications. The increase is from \$4,500/year to \$6,000/year. The Executive Officer's contract and adopted policy support extending the same increase in "optional benefits" to the Executive Officer.

The Executive Officer position is equivalent to a County Department Head classification. The contract of employment with the Executive Officer states, in part, that "Employee will be entitled to receive all benefits and privileges provided by El Dorado County to Appointed Department Heads (UD Classification)".

LAFCO Policy 2.3.3 also states "All changes approved by the Board of Supervisors for county employees in comparable positions will be reviewed and considered by LAFCO for its employees. Unless otherwise specified by LAFCO policy, employees of LAFCO shall receive benefits available to employees of El Dorado County in comparable classifications."

Should the Commission authorize the increased benefit amount, there are sufficient funds in operating contingency to cover the added cost of \$1,500.

RECOMMENDATION:

Approve an increase in the "optional benefits" for the Executive Officer, retroactive to June 25, 2005, consistent with the Executive Officer's contract and with County benefits.

AGENDA ITEM NO. 8

***REVISED JOB DESCRIPTION:
CLERK TO THE COMMISSION***

El Dorado LAFCO

Approved: _____

LAFCO: CLERK TO THE COMMISSION

DEFINITION

Under the supervision of the LAFCO Executive Officer, performs responsible administrative support and staff support functions and activities. Provides direct administrative assistance to the Executive Officer and to the Commission; assists other staff as required. The Clerk to LAFCO is responsible for the performance of all duties and obligations assigned to the position by LAFCO policy and state law. This position is linked to the El Dorado County classification of Administrative Technician.

EXAMPLES OF DUTIES

MEETINGS AND PROCEEDINGS

- Support for all Commission meetings including legal notice, agenda, meeting materials; staff support to commission meetings; preparing minutes and final meeting records; tracking & maintaining legal or policy deadlines
- Support for Commission actions including review of resolutions and related documents for correctness; distribution, recording and filing records of Commission action
- Support for proposals including project initiation and completion, tracking and maintaining legal & policy deadlines, etc.
- Administration of FPPC regulations and disclosure/disqualification documents, including serving as agency filing officer & filing official
- Coordination of LAFCO Special District elections including preparation and distribution of ballots, tallying results for certification by Executive Officer, etc.

BUDGET AND FISCAL SUPPORT

- Assist Executive Officer with cost calculations & budget projections, compile and present mid year & quarterly budget reports with assistance
- Assist with annual audit including: compile documents, maintain & update asset listing & policies, retain & organize records

OFFICE OPERATIONS

- Coordinate personnel administration including records, recruitments, new hire set up; processing performance evaluations, reclassifications, separations, etc.
- Track and assist with consultant contracts, insurance certificates & expenditures, renewals, etc.
- Maintain adequate office supplies inventory, order, track usage

- Provide purchasing support, price comparison, product research & recommendations
- Coordinate office services including equipment, computer, phone, janitorial services & repairs, etc.
- Coordinate office hours including staffing, closures & office coverage
- Coordinate and serve as liaison for communications including notice, contact & distribution lists, web site coordination, media & notice
- Train other staff, as needed

RECORDS MANAGEMENT

- Records and data file management including: administrative and project records, tracking reports, project status report, subject & archive files, inventory of local agencies, etc.

SECRETARIAL DUTIES

- Create and format documents, forms, mail merge, etc.
- Coordinate document production including: Inventory of Local Agencies, various studies and reports, meeting packet, other mailings
- Coordinate communications, internal and external, including USPS and electronic mail, phones, messages, etc.
- Respond to public information requests
- Coordinate travel & meeting logistics including travel requests, reimbursement, reservations

QUALIFICATIONS

To qualify for this position, an individual must possess a combination of education and experience that would likely produce the required knowledge, skills and abilities as detailed above. A desirable combination includes:

EDUCATION AND /OR EXPERIENCE

- Four or more years of professional or para-professional experience in a responsible administrative or operational support position
- Experience in a public agency is desirable.
- Associate's Degree from an accredited college or university with major course work in business, public administration, or a related field is highly desirable.

KNOWLEDGE OF:

- Principles, practices and methods of administrative and organizational systems
- Basic budgetary principles and practices
- Business computer applications, particularly as related to word processing spreadsheets, presentations, etc.

SKILL IN:

- Communicating with officials, members of the public, co-workers, and others
- Understanding, interpreting and following regulations, policies and procedures
- Collecting, compiling and organizing varied information and data
- Coordinating multiple concurrent projects and meeting critical deadlines
- Exercising sound independent judgment within established guidelines
- Preparing routine memos, letters, reports and other written materials
- Preparing legally correct and accurate records and files
- Establishing and maintaining effective working relationships with those contacted in the course of the work
- Using standard office equipment including computer programs such as Word, Wordperfect, Powerpoint, Excel, etc.

L:\LAFCO\Staff & Commission Admin\Job Description - Clerk.doc

AGENDA ITEM NO. 9

A. COMMISSIONER ANNOUNCEMENTS

B. COUNSEL REPORT

C. EXECUTIVE OFFICER REPORT

- 1. Confirm Meeting Schedule
for Holidays***
- 2. Miscellaneous Items***
- 3. Project Status Report***

Local Agency Formation Commission

STAFF REPORT

Agenda of October 26, 2005

AGENDA ITEM 8C:

EXECUTIVE OFFICER REPORT

Efforts in the past month continue to emphasize administration and personnel activities, including support to the Personnel Committee, preparing materials for the interview process and launching the recruitment for a permanent Commission Clerk. My work to ensure the best possible selection process for my successor will contribute to a good commission decision and will have implications for the long term success of LAFCO. In addition to personnel work, I have nearly completed the conversion of our base templates and documents to Word from Wordperfect with the help of two excellent temps from Blue Ribbon. Procedures for most internal administrative functions, for meeting related activities (such as agenda, packet, notice, minutes) and for many project processing segments have been drafted. This work was a natural outgrowth of the one-on-one training needed to enable temporary staff to provide meaningful help. These procedures will be very helpful to my successor.

1. Administration

1. Carrie Rassmussen, from Blue Ribbon Temps was present for the September meeting. She left due to surgery. Denise Tebaldi quickly stepped in and continued work started by Carrie. Training time spent with each temp has paid dividends in their respective work product.
2. Our annual audit has been completed; the report from Bartig, Bassler & Ray may be ready for the next LAFCO meeting.
3. The contract accounting staff continues to refine payroll functions. Substantial remedial work was needed.
4. Completed set up of the LAFCO 457 Plan for employee deferred compensation.
5. I have identified needs for improved record keeping, both digital and hard copy. File reorganization is under way to allow convenient retrieval of documents and to purge unnecessary records.
6. The job description for Commission Clerk has been revamped. Numerous applications have been received, with the final filing deadline on s November 1st.
7. I am writing procedures as noted in the above summary. We are calling this project "The Cookbook".

2. Research and Advisory

1. Continued staff support to Chairman Manard regarding agency and internal issues.
2. Reviewed records and assisted in research regarding Georgetown Resource Conservation District and El Dorado County Resource Conservation District.
3. Responded to several planning department requests for comment on development projects.

3. *Proposals and Projects*

1. Initiated project notice and AB-8 negotiations for new projects.
2. Responded to numerous inquiries related to the incorporation, including calls and emails from the public, agency staff and other officials.
3. Revised and updated the project application materials.
4. Responded to numerous pre-application inquiries.
5. Scheduled a presentation on LAFCO application processing in conjunction with a County Planning Department workshop for project applicants.

4. *Miscellaneous and Special Districts*

1. Hosted the County Department Head's luncheon.
2. Assisted County Counsel with notice requirements for the Incorporation Election
3. Provided referrals and information to small special districts regarding the new CSD laws
4. Reviewed requirements for ethics training and researched options to host a training session

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

550 MAIN STREET SUITE E
PLACERVILLE, CA 95667
lafco@co.el-dorado.ca.us

PHONE: (530) 295-2707
FAX: (530) 295-1208
www.co.el-dorado.ca.us/lafco

MEMO

DATE: October 17, 2005
TO: All Special Districts
FROM: Nancy Allen and Gary Costamagna, Special District Representatives to LAFCO
SUBJECT: New Laws Requiring Ethics Training

On October 10, 2005, Governor Schwarzenegger approved AB 1234, which imposes ethics training, and compensation and reimbursement requirements on special districts. This legislation takes effect January 1, 2006.

Generally, AB 1234 requires local agency officials to receive no less than two hours of training in general ethics principles and ethics laws every two years. The bill allows officials to fulfill this requirement by taking courses developed in consultation with the Fair Political Practices Commission and the Attorney General. "Local agency officials" are defined as members of the legislative body who receive any type of compensation, salary or stipend, or any employee designated to take ethics courses by the legislative body.

For officials currently serving a local agency, AB 1234 requires two hours of ethics training no later than January 1, 2007. Thereafter, they are required to complete two hours of ethics training every two years. Officials who begin their term on or after January 1, 2006 will be required to fulfill two hours of ethics training within one year of taking office and then two hours of training every two years. Officials whose terms end before January 1, 2007 are exempted from the ethics training requirement.

AB 1234 also places certain limitations on how officials may be compensated for attending meetings and reimbursed for travel, lodging and meals, and restricts the manner in which they are reimbursed. In addition, AB 1234 requires officials seeking reimbursement to file an expense report, as well as make an oral report on the meeting or conference attended.

If possible, LAFCO will sponsor a workshop for local special districts in the near future. Please look for details of the announcement soon.

S:\ROSEANNE\Districts memo ethics training 10_05.doc

COMMISSIONERS: GARY COSTAMAGNA, TED LONG, ROBERTA COLVIN, RUSTY DUPRAY, ALDON MANARD, CHARLIE PAINE, NANCY ALLEN
ALTERNATES: CARL HAGEN, GEORGE WHEELDON, FRANCESCA LOFTIS, JAMES R. SWEENEY
STAFF: ROSEANNE CHAMBERLAIN-EXECUTIVE OFFICER, CORINNE FRATINI-POLICY ANALYST,
SUSAN STAHMANN-CLERK TO THE COMMISSION, TOM GIBSON-LAFCO COUNSEL

**CITIZENS REQUESTING ANOTHER PLAN OF SERVICE
(C.R.A.P.S.) ALERT**

October 24, 2005

To: Roseanne Chamberlain

We wanted to provide you this copy of my comments before the Board of Supervisors on October 18, 2005, out of professional courtesy and because it contains reference to LAFCO. My comments on behalf of C.R.A.P.S. were partially quoted in the Mountain Democrat. A representative of the Taxpayers Association and member of Supervisor Sweeney's kitchen cabinet depicted my comments as being "curious and uninformed". Notwithstanding that characterization, we continue to believe my comments were accurate.

We would appreciate you forwarding copies of this material to the LAFCO Board and other interested parties for their information.

Respectfully,



Tom Soike

On behalf of Citizens Requesting Another Plan of Service (C.R.A.P.S.)
2041 Oak Leaf Ct.
Placerville

October 18, 2005

To: Board of Supervisors
Subject: Fifty Year Agreement Between El Dorado County and Sacramento
Municipal Utility District (SMUD)

My name is Tom Soike and I reside in Pleasant Valley. I have a Masters Degree from the University of Arizona's Eller School of Business and Finance. I served as El Dorado County's Assistant Chief Administrative Officer and Interim Chief Administrative Officer for approximately fourteen years until my retirement in late 2002. Although sorely tempted, I have remained silent on a myriad of issues that you have dealt with and that have seriously concerned me since my retirement approximately three years ago.

Several weeks ago, when I spoke to you, I characterized this fifty year deal with SMUD as moving from gruel to porridge. My research since I last appeared before you leads me to conclude that in the future, when viewed from an historical perspective, my characterization will prove to be correct. A growing number of your constituents agree with my assessment and therefore I am here before you today as the spokesperson for Citizens Requesting Another Plan of Service (C.R.A.P.S.).

C.R.A.P.S. appreciates that the El Dorado Irrigation District (EID) scheduled their review of this matter during the early evening hours so that those from the working public who chose to participate could be provided fair and ample opportunity to let their voices be heard. While I could not attend, EID and their staff should be congratulated for their inclusion of significant drought protection and future water storage rights. Unlike the County, EID seems to have represented their interests and mission very well.

I would have also told them that C.R.A.P.S. shares the concerns of residents of Camino regarding the proposed Iowa Hill Reservoir and its potentially deleterious impact on one of the County's crucial economic engines, Apple Hill. But C.R.A.P.S. primary focus is on the County's financial end of this purportedly good deal.

C.R.A.P.S. is concerned that this Board is gambling with our financial future and asking us to trust you in the process. The \$32 million that has been widely reported would no doubt seem like a princely sum to the average citizen. However, given the value accruing to SMUD, it is a pauper masquerading in disguise, another bad financial deal like the one negotiated on behalf of El Dorado County residents fifty years ago. Given the fact that this is a fifty year deal, \$32 million is a veritable pittance. If I were a SMUD Board Member, I would be downright gleeful if not giddy and probably recommend those who negotiated on their behalf for promotion.

Page 2

I tried to step in front of this speeding train two weeks ago and I do so once again today on behalf of C.R.A.P.S. We are fully aware that there is no cow-catcher on this train but neither is there the cash cow that the public has mistakenly been led to believe will accrue to this county. If you simply divide the \$32 million by the fifty years of the deal, then divide it again by the present population of 168,100, the numbers don't look very good. Unless there is something that is currently undisclosed, this proposed agreement appears to represent a poultry \$3.81 per year per current resident. Not nearly as enticing as when depicted as \$32 million.

When you last discussed this matter publicly, Supervisor Baumann made repeated attempts to elicit from administrative staff a cogent response regarding the imperative to move forward. Pretty much the sum and substance of your staffs' response at that time was--because it's scheduled to be on SMUDs agenda in November, C.R.A.P.S. believes that response lacks legal sufficiency and respectfully requests your counsel to provide a public and specific response to the legal timing requirements prior to Board action.

So what else is it that C.R.A.P.S. is asking you to do?

For starters we would request that you apply the brakes, slow down, and review and follow your own Board policies. Board of Supervisors Policy B-12 regarding the fiscal review process states in part:

“...it is the intent of the county that the fiscal review policy be interpreted widely. It is the intent of the County that the Auditor Controller be given the opportunity to review all matters that have a large financial impact, regardless of the size of the individual matter.”

C.R.A.P.S would encourage you to follow your own established policies and submit this long term crucial financial matter to Mr. Harn, the Auditor Controller, for his full, complete and impartial analysis. The fact that he apparently has not requested an opportunity to review this SMUD agreement seems curious to us. Is there a precedent for such review? Most certainly. Recently, Mr. Harn provided a reported analysis of the financial impacts associated with the incorporation of El Dorado Hills. In the article, we read that the proponents of incorporation questioned his timing because it came after LAFCO's lengthy review process was finalized. In the case of this fifty year SMUD deal, you have the opportunity to request his review BEFORE the process culminates in an agreement. You have an opportunity to follow your own policies.

LAFCO Reference

Page 3

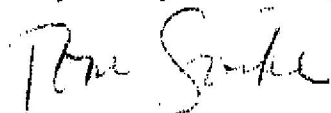
Secondly, C.R.A.P.S would request that the CAO's Office of Economic Development be given the opportunity to provide its own impartial analysis of potential Apple Hill impacts. We are aware of some economic analysis presently being conducted in the Camino Area by Sierra Pacific Industries. However, we believe this SMUD agreement warrants separate and before the fact analysis as it relates to Iowa Hill/Apple Hill.

At the time of this writing, there was no known or clearly and publicly stated legal imperative to move forward with this poorly crafted County financial deal. However, should form over quality of financial substance prevail, then the Citizens Requesting Another Plan of Service would recommend that you utilize the \$1 million you the County will receive from SMUD within ten days after the effective date of the agreement for two purposes. In recognition that these are one-time funds, we recommend the following:

1. Fully fund and support Supervisor Baumann's proposal to expeditiously complete the long delayed Veterans Memorial project.
2. Provide remaining funds as an interim and stop-gap funding device in order to reopen our currently darkened libraries. This should be done based upon recommendations made to you by The Friends of the Library.

Finally, we are well aware how this Board has been roundly criticized for granting itself a 40 % salary increase. C.R.A.P.S. believes that if you follow our requested course of action, you have the opportunity to show your public that you are working hard for that increase.

Respectfully Submitted,



Tom Soike,
On Behalf of Citizens Requesting
Another Plan of Service
2041 Oak Leaf Ct.
Placerville (Pleasant Valley)

Supervisors, EID, Water Agency ink SMUD deal

By Sonya Surtich

Democrat staff writer

The journey toward approval of a proposed cooperation agreement with the Sacramento Municipal Utility District has entered its final lap.

With unanimous votes, the El Dorado County Board of Supervisors, the El Dorado Irrigation District Board of Directors and members of the El Dorado County Water Agency have approved the agreement, which becomes effective upon approval by all its included entities.

The deal allows El Dorado County to use hydroelectric facilities in SMUD's Upper American River Project for water storage and delivery in exchange for the



Democrat photo by Michael Rafferty

SLAB CREEK RESERVOIR will have a "drain" in the bottom if the Iowa Hill pumped storage project is built. Tapping water from the bottom of the reservoir will protect the fish, which don't go that deep, according to the project's biology manager.

county's support of the Federal Energy Regulatory Commission issuing SMUD a new license for the project.

see DEAL, page A.9

DEAL

SMUD in July filed an application for a new license with FERC to operate the 688-megawatt UARE, with the addition of the 400-megawatt Iowa Hill pumped storage development project.

At press time yesterday, approval of the deal by the two remaining local entities — the Georgetown Divide Public Utility District and the El Dorado Water and Power Authority — loomed on the horizon.

The GDPUD board was expected to take action on the agreement last night during a special public meeting in Garden Valley, and EDWPA will consider the agreement today.

The SMUD board is scheduled to consider the deal early next

month.

The 61-page cooperation agreement gives about \$32 million in compensation to the county over the project's life and provides a total of up to 40,000 acre-feet of water delivery, as well as 15,000 acre-feet of drought storage.

Addressing the Board of Supervisors yesterday, Tom Soike of Pleasant Valley challenged the sufficiency of the monetary compensation.

"Given the fact that this is a 50-year deal, \$32 million is a veritable pittance," he said. "If I were a SMUD board member, I would be downright gleeful, if not giddy, and probably recommend those who negotiated on their behalf for promotion."

Soike spoke on behalf of

Citizens Requesting Another Plan of Service, or CRAPS, a group Soike said is primarily focused on the county's financial end of the deal.


Calling the \$32 million "a pauper masquerading in disguise," Soike requested additional impartial analysis of the deal by Auditor-Controller Joe Harn, as well as the Office of Economic Development.

Art Marinaccio of the Taxpayers Association of El Dorado County called Soike's comment's "curious and uninformed," adding, "We need to get on with this. There is no time."

The agreement has also been criticized by Mosquito and Camino residents, who argue the deal fails to mitigate visual

Meeting of October 26, 2005

I, Roseanne Chamberlain, Executive Officer to LAFCO, do declare that I notified the following persons/entities as noted below. Further, I, Roseanne Chamberlain, do declare that I either posted or caused to be posted the Notice of Hearing and/or Agenda of the Meeting shown above at the LAFCO Offices and County Buildings B and C on the Main Bulletin Boards on or before 5:00 p.m. on October 6, 2005.


Roseanne Chamberlain, Executive Officer to LAFCO

	AGENDA - (Double Sided - 7)	Meeting Date: 10/26/05	Mailed: 10/6/05	
√	Agenda File - LAFCO			
√	Chamberlain, Roseanne	LAFCO		
√	Sacramento Bee	Folsom Bureau	1835 Prairie City Rd., Suite 500	Folsom, CA 95630
√	Clerk to the Commission	LAFCO		
√	Tahoe Tribune	Editor	3079 Harrison Ave.	So. Lake Tahoe, CA 96150
	AGENDA - (e-mailed)	S E E A T T A C H E D L I S T		
	AGENDA (Single-Sided)			
√	Post- B, C & LAFCO (3)			
√	Agenda Item File	Districts for Budget		
√	Richard E. Davis		3900 Spin Acres Lane	Shingle Springs, CA 95682
	PACKET (20) - Mailed			
√	Allen, Nancy	Commission	P. O. Box 803	Georgetown, CA 95634
√	Chamberlain, Roseanne	LAFCO		
√	Colvin, Roberta	LAFCO Commission	2854 Bennett Dr.	Placerville, CA 95667
√	Costamagna, Gary	Commission	4100 Marble Ridge Road	El Dorado Hills, CA 95762
√	Dupray, Rusty	Commission	Board of Supervisors	
√	Policy Analyst—Vacant	LAFCO		
√	Gibson, Thomas	LAFCO Counsel	BBK 400 Capitol Mall, Ste	Sacramento, CA 95814
√	Hagen, Carl	LAFCO Commission	183 Placerville Dr.	Placerville, CA 95667
√	Loftis, Francesca	Commission	7085 Nutmeg Lane	Placerville, CA 95667
√	Long, Ted	LAFCO Commission	2498 Kubel Ave.	So. Lake Tahoe, CA 96150
√	Manard, Aldon	Commission	3591 Coloma Canyon Rd.	Greenwood, CA 95635
√	Paine, Richard C.	Commission	Board of Supervisors	
√	Public Review Binder			

Subject: OCTOBER 26, 2005 LAFCO AGENDA

From: lafco <lafco@co.el-dorado.ca.us>

Date: Thu, 06 Oct 2005 12:24:17 -0700

To: Nancy Allen <wyomom@webtv.net>, Butch Arietta <Barietta57@aol.com>, Helen Baumann <bostwo@co.el-dorado.ca.us>, jbrillissour@co.el-dorado.ca.us, Scott Browne <scott@scottbrowne.com>, Roseanne Chamberlain <roseanne@co.el-dorado.ca.us>, Roberta Colvin <robbycolvin@hotmail.com>, Brian Cooper <bcooper@eid.org>, dcorcoran@eid.org, Gary Costamagna <pnjcosta@jps.net>, Don Davis <ddavis67@pacbell.net>, Ane <adeister@eid.org>, Rusty Dupray <bosone@co.el-dorado.ca.us>, Frank <fordegg@pacbell.net>, John Fraser <jfraser@innercite.com>, Larry Fry <Larry@edhfire.com>, Georgetown Gazette <gazette@d-web.com>, Thomas Gibson <Thomas.Gibson@bbklaw.com>, Lori Grace <lgrace@eid.org>, Carl Hagen <chagen@d-web.com>, John Hidahl <John.Hidahl@ngc.com>, Dianna Hillyer <dhillyer@edhcsd.org>, Bob Hollis <rhollis@carnegiepartners.com>, Mindy Jackson <mjackson@innercite.com>, Bruce Lacher <c7700@directcon.net>, Francesca Loftis <floftis@CWnet.com>, Ted Long <tedtahoe@hotmail.com>, Wayne Lowery <wlowery@edhcsd.org>, Linda McDonald <LMcDonald@eid.org>, Jon Morgan <jmorgan@co.el-dorado.ca.us>, Sam Neasham <wneasham@neashamlaw.com>, George Osborne <gwelosborne@comcast.net>, Charlie Paine <bosfour@co.el-dorado.ca.us>, Rescue Fire <rescuefd@directcon.net>, Dan Russell <drussell@co.el-dorado.ca.us>, vsanders@co.el-dorado.ca.us, Harriett Segel <tuffi@innercite.com>, Dave Solaro <dsolaro@co.el-dorado.ca.us>, Noel Stack <nstack@mtdemocrat.net>, Jack Sweeney <bostthree@co.el-dorado.ca.us>, Michele Weimer <mweimer@eid.org>, Norb Witt <nwitt@sbcglobal.net>, Chris Word <cword@eid.org>, William Wright <billofwrights@sbcglobal.net>, Laura Gill <lsgill@co.el-dorado.ca.us>, Shawna Purvines <spurvines@co.el-dorado.ca.us>, Naomi Burney <nburney@plv4.innercite.com>, Life Newspapers <editor@villagelife.com>, Smith & Gabbert <Kim@waveshift.com>, George Wheeldon <wheeldon@sbcglobal.net>, John Driscoll <jdriscoll@ci.placerville.ca.us>

Attached is the Agenda for the October 26, 2005 LAFCO meeting.

El Dorado LAFCO Office

05 October 26 Agenda.doc

Content-Type: application/msword

Content-Encoding: base64

Subject: ADDENDUM TO AGENDA OF OCTOBER 26, 2005 LAFCO MEETING

From: lafco <lafco@co.el-dorado.ca.us>

Date: Mon, 24 Oct 2005 11:31:58 -0700

To: Ane <adeister@eid.org>, Bob Hollis <rhollis@carnegiepartners.com>, Brian Cooper <bcooper@eid.org>, Bruce Lacher <c7700@directcon.net>, Butch Arietta <Barietta57@aol.com>, Carl Hagen <chagen@d-web.com>, Chris Word <cword@eid.org>, Dan Russell <drussell@co.el-dorado.ca.us>, Dave Solaro <dsolaro@co.el-dorado.ca.us>, dcorcoran@eid.org, Dianna Hillyer <dhillyer@edhcsd.org>, Don Davis <ddavis67@pacbell.net>, Francesca Loftis <floftis@CWnet.com>, Frank <fordcgg@pacbell.net>, Gary Costamagna <pnjcosta@jps.net>, George Osborne <gwclosborne@comcast.net>, Georgetown Gazette <gazette@d-web.com>, Harriett Segel <tuffi@innercite.com>, Helen Baumann <bostwo@co.el-dorado.ca.us>, Jack Sweeney <bostthree@co.el-dorado.ca.us>, John Fraser <jfraser@innercite.com>, John Hidahl <John.Hidahl@ngc.com>, Jon Morgan <jmorgan@co.el-dorado.ca.us>, Larry Fry <Larry@edhfire.com>, Laura Gill <lsgill@co.el-dorado.ca.us>, Life Newspapers <editor@villagelife.com>, Linda McDonald <LMcDonald@eid.org>, Lori Grace <lgrace@eid.org>, Mindy Jackson <mjackson@innercite.com>, Nancy Allen <wyomom@webtv.net>, Naomi Burney <nburney@plv4.innercite.com>, Rusty Dupray <bosone@co.el-dorado.ca.us>, Sam Neasham <wneasham@neashamlaw.com>, Thomas Gibson <Thomas.Gibson@bbklaw.com>, William Wright <billowrights@sbcglobal.net>, vsanders@co.el-dorado.ca.us, Wayne Lowery <wlowery@edhcsd.org>

Attached is an Addendum to the Agenda of the October 26, 2005 LAFCO Meeting.

El Dorado LAFCO

05 October 26 Addendum.doc

Content-Type: application/msword

Content-Encoding: base64

Subject: CORRECTION TO ADDENDUM TO AGENDA OF OCTOBER 26, 2005 LAFCO MEETING

From: lafco <lafco@co.el-dorado.ca.us>

Date: Mon, 24 Oct 2005 13:52:50 -0700

To: Ane <adeister@eid.org>, Bob Hollis <rhollis@carnegiepartners.com>, Brian Cooper <bcooper@eid.org>, Bruce Lacher <c7700@directcon.net>, Butch Arietta <Barietta57@aol.com>, Carl Hagen <chagen@d-web.com>, Chris Word <cword@eid.org>, Dan Russell <drussell@co.el-dorado.ca.us>, Dave Solaro <dsolaro@co.el-dorado.ca.us>, dcorcoran@eid.org, Dianna Hillyer <dhillyer@edhcsd.org>, Don Davis <ddavis67@pacbell.net>, Francesca Loftis <floftis@CWnet.com>, Frank <fordcgg@pacbell.net>, Gary Costamagna <pnjcosta@jps.net>, George Osborne <gwclosborne@comcast.net>, Georgetown Gazette <gazette@d-web.com>, Harriett Segel <tuffi@innercite.com>, Helen Baumann <bostwo@co.el-dorado.ca.us>, Jack Sweeney <bostthree@co.el-dorado.ca.us>, John Fraser <jfraser@innercite.com>, John Hidahl <John.Hidahl@ngc.com>, Jon Morgan <jmorgan@co.el-dorado.ca.us>, Larry Fry <Larry@edhfire.com>, Laura Gill <lsgill@co.el-dorado.ca.us>, Life Newspapers <editor@villagelife.com>, Linda McDonald <LMcDonald@eid.org>, Lori Grace <lgrace@eid.org>, Mindy Jackson <mjackson@innercite.com>, Nancy Allen <wyomom@webtv.net>, Naomi Burney <nburney@plv4.innercite.com>, Rusty Dupray <bosone@co.el-dorado.ca.us>, Sam Neasham <wneasham@neashamlaw.com>, Thomas Gibson <Thomas.Gibson@bbklaw.com>, William Wright <billofwrights@sbcglobal.net>, vsanders@co.el-dorado.ca.us, Wayne Lowery <wlowery@edhcsd.org>

Attached is a CORRECTION to the Addendum to the Agenda of October 26, 2005 LAFCO Meeting.

El Dorado LAFCO

05 October 26 Special Meeting.doc

Content-Type: application/msword

Content-Encoding: base64

Subject: SPECIAL MEETING ADDED TO OCTOBER 26, 2005 LAFCO MEETING AGENDA]

From: lafco <lafco@co.el-dorado.ca.us>

Date: Mon, 24 Oct 2005 14:35:21 -0700

To: jbrillisour@co.el-dorado.ca.us, Scott Browne <scott@scottbrowne.com>, Roseanne Chamberlain <roseanne@co.el-dorado.ca.us>, Rescue Fire <rescuefd@directcon.net>, Noel Stack <nstack@mtdemocrat.net>, Michele Weimer <mweimer@eid.org>, Norb Witt <nwitt@sbcglobal.net>, Shawna Purvines <spurvines@co.el-dorado.ca.us>, Smith & Gabbert <Kim@waveshift.com>, John Driscoll <jdriscoll@ci.placerville.ca.us>

Attached is a notice of a Special Meeting to be held on October 26, 2005 at the LAFCO meeting.

El Dorado LAFCO

05 October 26 Special Meeting.doc

Content-Type: application/msword

Content-Encoding: base64

missed people
1st round

Subject: SPECIAL MEETING ADDED TO OCTOBER 26, 2005 LAFCO MEETING AGENDA

From: lafco <lafco@co.el-dorado.ca.us>

Date: Mon, 24 Oct 2005 14:30:47 -0700

To: Rusty Dupray <bosone@co.el-dorado.ca.us>, Charlie Paine <bosfour@co.el-dorado.ca.us>, Jack Sweeney <bosthree@co.el-dorado.ca.us>, Ted Long <tedtahoe@hotmail.com>, Roberta Colvin <robbycolvin@hotmail.com>, Carl Hagen <chagen@d-web.com>, Gary Costamagna <pnjcosta@jps.net>, Nancy Allen <wyomom@webtv.net>, Francesca Loftis <floftis@CWnet.com>, Al Manard <amanard@innercite.com>, Roseanne Chamberlain <roseanne@co.el-dorado.ca.us>

Attached is a notice of a Special Meeting to be held on October 26, 2005 at the LAFCO meeting.

El Dorado LAFCO

05 October 26 Special Meeting.doc

Content-Type: application/msword

Content-Encoding: base64

RETURN RECEIPT E-MAIL FOR SPECIAL MEETING ON 10/25/06

RECEIVED			
DATE	TIME	NAME	MESSAGE
10/24	3:09 p.m.	Roseanne Chamberlain	This is a Return Receipt for the mail that you sent to roseanne@co.el-dorado.ca.us .
10/24	5:08 p.m.	Al Manard	Final-Recipient: rfc822;amanard@innercite.com Original-Message-ID: 435D5287.3060906@co.el-dorado.ca.us
10/25	10:27 a.m.	Francesca Loftis	This is a receipt for the mail you sent to "Francesca Loftis" floftis@CWnet.com ; at 10/24/2005 2:30 PM This receipt verifies that the message has been displayed on the recipient's computer at 10/25/2005 10:27 AM
10/25	1:35 called	R. Dupray	Msg. w/his asst—Loretta. She confirmed receipt.
10/25	1:36 called	C. Paine	Msg. w/his asst. voicemail—Donna Terp
10/25	1:39 called	T. Long	Msg. on his voicemail
10/25	1:40 called	R. Colvin	Spoke w/Roberta. She just got back into town yesterday—will check.
10/25	1:41 called	G. Costamagna	Msg. w/his voicemail
10/25	1:42 called	N. Allen	Msg. w/her voicemail
10/25	1:43 called	C. Hagen	Spoke w/ Carl. He will check.
10/26		J. Sweeney	E-mail from Julianne VanLeeuwen (Sweeney's Asst.) stating that he had not been notified by Supervisor Paine as to whether Paine intends on attending the LAFCO meeting today or not. Sweeney will not be attending the meeting today.
10/26	A.M.	G. Wheeldon	Called and left message on his voicemail to inform him that Nancy would not be attending the meeting—please call our office to let us know if he would be attending as her alternate.

B-

FYI

D 10/26 10:45

Subject: LAFCO Meeting 10-26-05
From: Julianne.VanLeeuwen@co.el-dorado.ca.us
Date: Wed, 26 Oct 2005 10:13:44 -0700
To: lafco@co.el-dorado.ca.us

RE: LAFCO Meeting, October 26, 2005, 5:30 p.m.

[REDACTED] as requested that I let you know that [REDACTED] Supervisor Paine
[REDACTED] Supervisor Paine intends on attending the LAFCO meeting today or no

[REDACTED] has made other plans and will not be attending the meeting today

Julianne van Leeuwen
Assistant to Supervisor James R. Sweeney
El Dorado County Board of Supervisors
District III
Phone: 530/621-5652
Fax: 530/622-3645

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

550 MAIN STREET SUITE E

PLACERVILLE, CA 95667

lafco@co.el-dorado.ca.us

PHONE: (530) 295-2707

FAX: (530) 295-1208

www.co.el-dorado.ca.us/lafco

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Local Agency Formation Committee will hold a public hearing at 5:30 p.m. or as soon thereafter as possible, on October 26, 2005 in the Meeting Room in Building C, El Dorado County Government Center, located at 2850 Fairlane Court, Placerville, California 95667, to consider the following items:

Extension of time for completion of conditions, LAFCO Project #93-02

Any person may submit oral or written comments. Staff will distribute written comments to the Commission if submitted 24 hours before the meeting: Roseanne Chamberlain, Executive Officer, 550 Main Street, Suite E, Placerville, CA 95667. If you have any questions, you may contact the LAFCO office during normal business hours at (530) 295-2707.

EL DORADO COUNTY LOCAL AGENCY FORMATION COMMISSION

ROSEANNE CHAMBERLAIN, EXECUTIVE OFFICER

MOUNTAIN DEMOCRAT

TO BE PUBLISHED ONE TIME ONLY: October 5, 2005

Mountain Democrat

PROOF OF PUBLICATION
(2015.5 C.C.P.)

Proof of Publication of

NOTICE OF PUBLIC HEARING

STATE OF CALIFORNIA

County of El Dorado

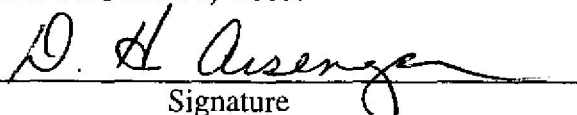
I am a citizen of the United States and a resident of the County aforesaid; I'm over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am principal clerk of the printer at the Mountain Democrat, 1360 Broadway, a newspaper of general circulation, printed and published Monday, Wednesday, Thursday & Friday, in the City of Placerville, County of El Dorado, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court to the County of El Dorado, State of California, under the date of March 7, 1952, Case Number 7258; that the notice, of which the annexed is a printed copy (set in type no smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

10/05

All in the year 2005.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Placerville, California, this day of **OCTOBER 6, 2005.**


Signature

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EL DORADO COUNTY LOCAL AGENCY FORMATION COMMISSION
ROSEANNE CHAMBERLAIN, EXECUTIVE OFFICER
10/05 02514450