



To: Board of Directors
From: Steve Leighton, Fire Chief
Date: May 5, 2021
Subject: Local Agency Formation Commission (LAFCo) Special District Election Memo

Background:

The attached documents from LAFCo were presented at the April 2021 meeting. They contain the district's ballot for the two regular seats on LAFCo, an introductory memo, the candidate statements, and a memo explaining the instant runoff process.

Director Lemke offered to research the candidates further and provide a report at this meeting.

Ballots are due at 5pm on June 30, 2021, or until a quorum of returned ballots is achieved, whichever occurs later.

Recommendation:

Rank the nominees in preferential order, ("1" being the first preference, "2" being the second, and so on), and authorize President Miller, or the presiding officer, to sign the ballot.



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 • lafco@edlafco.us • www.edlafco.us

ELECTION BALLOT

Meeks Bay FPD

Special District Representative to LAFCO Regular Seats

**The election ends on JUNE 30, 2021 at 5:00 p.m. or until a quorum of
Special District ballots is received, whichever occurs later.**

Rank the nominees in preferential order, "1" being the first preference, "2" being the second, and so on.

Name, District	Ranking
Robert "Bob" Chigazola, Grizzly Flats Community Services District	1 2 3 4 5
Tim Palmer, Georgetown Divide Resource Conservation District	1 2 3 4 5
Michael Saunders, Georgetown Divide Public Utility District	1 2 3 4 5
Monique Scobey, Cameron Park Community Services District	1 2 3 4 5
Brian K. Veerkamp, El Dorado Irrigation District	1 2 3 4 5
Tim White, El Dorado Hills County Water District (EDH Fire)	1 2 3 4 5
District has decided not to vote in this election (please circle →)	NO VOTE

SIGNATURE OF PRESIDING OFFICER (Original Signature Required):

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot.

PRINTED NAME OF PRESIDING OFFICER (Required):

AGENDA ATTACHED (Optional): Yes _____ No _____

Email to: lafco@edlafco.us

OR

**Mail to: El Dorado LAFCO
550 Main Street, Suite E
Placerville, CA 95667**

IMPORTANT

Please return this ballot with or without a vote.

If you choose not to vote, the presiding officer's signature is still required.

S:\Elections\2021 Special District Election\2021 SDE Ballots\2021 Special District Election Ballot.docx

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Holly Morrison
 City Members: Cody Bass, Jackie Neau • Alternate City Member: Patricia "Patty" Borelli
 County Members: John Hidahl, Wendy Thomas • Alternate County Member: George Turnbo
 Special District Members: Tim Palmer, Vacant • Alternate Special District Member: Michael Saunders

STAFF

José C. Henriquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
 Malathy Subramanian, Commission Counsel



LOCAL AGENCY FORMATION COMMISSION
550 Main Street, Suite E. Placerville, CA 95667
(530) 295-2707 • lafco@edlafco.us • www.edlafco.us

M E M O

DATE: April 5, 2021

TO: Special District Selection Committee

FROM: José C. Henríquez, Executive Officer 

SUBJECT: **Instant Runoff Election of Regular Special District Representatives to El Dorado LAFCO**

Election of Special District Representatives to LAFCO

Thank you for submitting nominations for the Special District Representatives election.

At the time a minimum number of ballots are received to establish a quorum, in order to be selected as a LAFCO Representative, a nominee must receive more than fifty-percent (50%) of the submitted votes. If none of the candidates receive the necessary majority of votes, LAFCO will conduct an “instant runoff election” in the interest of avoiding the additional costs of a runoff election. An informational explanation describing this election process is included for your convenience.

Also enclosed with this memo you will find a ballot and a copy of each candidate’s Statement of Qualifications received as of the date of this memo.

Please note that there are two regular (voting) seats that are up for election. Whomever receives the highest number of votes in this election will serve as the regular member for a new four-year term. The second top vote getter will serve as a regular member of a two-year term. Should Michael Saunders, who currently serves as the current special district alternate, be elected to one of the two regular seats, then the third highest vote getter becomes the new alternate special district member to LAFCO for a two-year term.

Please take the opportunity to fill out the ballot, ranking each nominee in the order of preference using “1” for your first preference, “2” for second, and so on. It is okay to vote for only one person; however, ranking additional candidates *will not* help defeat your first-choice candidate. Please do not mark the same number beside more than one candidate and do not skip numbers.

S:\Elections\2021 Special District Election\2021 SDE Ballots\2021 Special District Election Memo.docx

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Holly Morrison
City Members: Cody Bass, Jackie Neau • Alternate City Member: Patricia “Patty” Borelli
County Members: John Hidahl, Wendy Thomas • Alternate County Member: George Turnbo
Special District Members: Tim Palmer, Vacant • Alternate Special District Member: Michael Saunders

STAFF

José C. Henríquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
Malathy Subramanian, Commission Counsel

The nominees, in alphabetical order, are:

- 1) Robert "Bob" Chigazola
- 2) Tim Palmer
- 3) Michael Saunders
- 4) Monique Scobey
- 5) Brian Veerkamp
- 6) Tim White

Election Deadline

The voting period will be 86 days from April 5, 2021; all votes are due in writing on or before **5:00 pm** on **June 30, 2021**. Voting will cease on this date or whenever a quorum of special districts is reached, whichever occurs later. Please do not forget to have the presiding officer (Board President or Chair) of the board meeting in which you made your selection sign the returned ballot.

Signature on Returned Ballot

If the presiding officer is unable to vote, the legislative body of the district may designate another board member to cast the ballot in place of the presiding officer. Board members designated by their district board to vote in place of the presiding officer should provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast. District managers or other staff members **may not** substitute their signature for the presiding officer's signature.

Additionally, if the presiding officer has changed since the last Special District Representative Election, please provide supporting documentation to LAFCO about the change so that LAFCO staff can update its records.

If any of these requirements are not met, the ballot will be considered invalid.

Thank you for your time and please feel free to contact me or any member of my staff at (530) 295-2707, if you have any questions.



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 • lafco@edlafco.us • www.edlafco.us

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
Director	Robert Chigazola	Grizzly Flats Community Services District

SIGNATURE OF PRESIDING OFFICER: Sherry McKillop
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Sherry McKillop
(Required)

NAME OF NOMINATING DISTRICT: Grizzly Flats Community Services District

MINUTES ATTACHED (Optional): Yes No

Nominations must be received by LAFCO before
5:00 p.m. on February 15, 2021

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667

Grizzly Flats Community Services District

4765 Sciaroni Road / P.O. Box 250

Grizzly Flats, CA 95636

Ph: 530/622-9626 Fax: 530/622-4806

www.grizzlyflatscsd.com



Statement of Qualifications for LAFCO Special District Representative

Bob Chigazola, Director

Grizzly Flats Community Services District

I have lived in El Dorado County for 15 years now; five in Grizzly Flat and 10 in Somerset. I have worked in marketing my entire career. During this time, I have worked on and with budgets in the private sector and governmental agencies. My wife works for El Dorado Community Health and we enjoy living here. It is my great pleasure to give back to and be a part of the community.



LOCAL AGENCY FORMATION COMMISSION
550 Main Street, Suite E. Placerville, CA 95667
(530) 295-2707 • lafco@edlafco.us • www.edlafco.us

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
President	Tim Palmer	Georgetown Divide RCD

SIGNATURE OF PRESIDING OFFICER:  DocuSigned by: 5564259C829C442...
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: David Delongchamp
(Required)

NAME OF NOMINATING DISTRICT: Georgetown Divide Resource Conservation District

MINUTES ATTACHED (Optional): Yes No

Nominations must be received by LAFCO before

5:00 p.m. on February 15, 2021

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667

Tim Palmer

Board of Directors,
Georgetown Resource Conservation District
Statement of Qualifications

Tim Palmer is the President of the Georgetown Resource Conservation District Board and the Chair of LAFCO. He retired from teaching this last year. He has spent time as a volunteer fireman as well as a board member for the Auburn Lake Trails Association. He has served on the Cool Charity Board for many years helping local youth. He earned a masters degree in political science, not because he is political, but because it would allow him an understanding of how to do a better job with the running of our communities in a state and national context. The needs of each of our special districts are varied and our desires for our differing communities are great. He believes we all give our time and energies in places we feel we can be effective toward positive changes. All of us who serve the communities where we live are a part of making things better. Our lives are richer when we give to others. He cares a great deal about how our county is run and the interaction of all of our special districts and their work in making our county a safe and wonderful place to live. We all know that the time we spend to help our communities is important. All that we do helps to reinforce the goodwill of friends, families and neighbors.



**El Dorado & Georgetown Divide Resource Conservation Districts
District Special Meeting**

January 12, 2021

7:00 p.m.

MINUTES

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/962662669>

You can also dial in using your phone.

United States: [+1 \(786\) 535-3211](tel:+17865353211)

Access Code: 962-662-669

CALL TO ORDER

Georgetown Divide RCD Board President T. Palmer called the Meeting to order at 7:07 P.M. with the following directors and staff in attendance: Directors – T. Palmer, B. Bennett, R. Griffiths, A. Smallwood and D. Delongchamp. Staff – B. Fuller (NRCS) and M. Egbert who served as recorder.

El Dorado County RCD Board President C. Mitchell called the Meeting to order at 7:17 P.M. with the following directors and staff in attendance: Directors – C. Mitchell, C. Flores and J. James. Staff: B. Fuller (NRCS) and M. Egbert who served as recorder.

OATH OF OFFICE:

GD: It was approved under unanimous consent to authorize Board Member D. Delongchamp to administer the Oath of Office to Director R. Griffiths. **Motion Carried.**

Yes: 5 – T. Palmer, B. Bennett, D. Delongchamp, A. Smallwood, R. Griffiths.
Noes: 0.
Abstain: 0.
Absent: 0.

ED: Secretary C. Flores to administer the Oath of Office to Director J. James. **Motion Carried.**

Yes: 3 – C. Mitchell, C. Flores, J. James.
Noes: 0.
Abstain: 0.
Absent: 2 – D. Pierce, F. Schurr.

ADOPTION OF AGENDA

GDRCD: It was moved by A. Smallwood and seconded by D. Delongchamp to adopt agenda. **Motion Carried.**

Yes: 5 – T. Palmer, B. Bennett, D. Delongchamp, A. Smallwood, R. Griffiths.
Noes: 0.
Abstain: 0.
Absent: 0.

EDRCD: It was moved by C. Flores and seconded by J. James to adopt agenda. **Motion Carried.**

Yes: 3 – C. Mitchell, C. Flores, J. James.
Noes: 0.
Abstain: 0.
Absent: 2 – D. Pierce, F. Schurr.

APPROVAL OF MEETING MINUTES:

ED: El Dorado Resource Conservation District Meeting Minutes of December 1, 2020. It was moved by C. Flores and seconded by J. James to adopt meeting minutes. **Motion Carried.**

Yes: 3 – C. Mitchell, C. Flores, J. James.
Noes: 0.
Abstain: 0.
Absent: 2 – D. Pierce, F. Schurr.

GD: Georgetown Divide Resource Conservation District Meeting Minutes of December 21, 2020. It was moved by R. Griffiths and seconded by A. Smallwood to adopt meeting minutes. **Motion Carried.**

Yes: 5 – T. Palmer, B. Bennett, D. Delongchamp, A. Smallwood, R. Griffiths.
Noes: 0.
Abstain: 0.
Absent: 0.

AUDIENCE QUESTIONS & STATEMENTS:

- 1) B. Fuller (NRCS) provided an update on NRCS programs and the status of the District Conservationist position since the retirement of D. Marquis.

CONSENT CALENDAR (START)

GD: 1) Kelsey Fuels Reduction Project 19SFA143981 - Request for Proposals. Board to authorize Request for Proposals.

ED: 1) FA50 PHB – Copperton Unit - Request for Proposals. Board to authorize Request for Proposals.

2) FA50 PHB – USFS Camino-Pollock Pines Unit - Request for Proposals.
Board to authorize Request for Proposals.

CONSENT CALENDAR (END)

ED: It was moved by C. Flores and seconded by J. James to adopt items presented on the consent calendar. **Motion Carried.**

Yes: 3 – C. Mitchell, C. Flores, J. James.
Noes: 0.
Abstain: 0.
Absent: 2 – D. Pierce, F. Schurr.

GD: Georgetown Divide Resource Conservation District Meeting Minutes of December 21, 2020. It was moved by B. Bennett and seconded by R. Griffiths to adopt items presented on the consent calendar. **Motion Carried.**

Yes: 5 – T. Palmer, B. Bennett, D. Delongchamp, A. Smallwood, R. Griffiths.
Noes: 0.
Abstain: 0.
Absent: 0.

JOINT NEW BUSINESS:

- 1) Election of Special District Representative to El Dorado LAFCO Nominations for Special District Commissioner.** Board to nominate representative to El Dorado LAFCO.

GD: It was moved by D. Delongchamp and seconded by R. Griffiths to nominate T. Palmer as representative to El Dorado LAFCO. **Motion Carried.**

Yes: 5 – T. Palmer, B. Bennett, D. Delongchamp, A. Smallwood, R. Griffiths.
Noes: 0.
Abstain: 0.
Absent: 0.

ED: No Action Taken.

- 2) Professional Services Agreement for Internal Controls and Procedures to Enhance the Districts Accounting and Bookkeeping Systems.** Joint discussion and possible action regarding Professional Services Agreement for Internal Controls and Procedures to enhance the Districts accounting and Bookkeeping Systems.

GD: It was approved under unanimous consent to have the El Dorado RCD Board Member J. James bring back a proposal outlining the financial management needs to be considered for possible action.

Yes: 5 – T. Palmer, B. Bennett, D. Delongchamp, A. Smallwood, R. Griffiths.
Noes: 0.
Abstain: 0.
Absent: 0.

ED: It was approved under unanimous consent to evaluate the boards prior actions to accept the proposal from Farnsworth Accounting to provide financial consulting proposal to ensure the district has complied with its procedures for accepting the proposal complied with district procurement policies and further to have the El Dorado RCD Board Member J. James bring back a proposal outlining the financial management needs to be considered for possible action.

Yes: 3 – C. Mitchell, C. Flores, J. James.
Noes: 0.
Abstain: 0.
Absent: 2 – D. Pierce, F. Schurr.

FINANCIAL STATEMENTS AND BILLS: Board to adopt financial statement and authorize payment of claim vouchers.

GD: It was moved by A. Smallwood and seconded by R. Griffiths to accept financial statements. **Motion Carried.**

Yes: 5 – T. Palmer, B. Bennett, D. Delongchamp, A. Smallwood, R. Griffiths.
Noes: 0.
Abstain: 0.
Absent: 0.

GD: It was moved by R. Griffiths and seconded by D. Delongchamp to authorize payment of claim vouchers (Jim Davies: \$1,400.00). **Motion Carried.**

Yes: 5 – T. Palmer, B. Bennett, D. Delongchamp, A. Smallwood, R. Griffiths.
Noes: 0.
Abstain: 0.
Absent: 0.

ED: It was moved by J. James and seconded by C. Flores to accept financial statements and authorize payment of claim vouchers (USBank: \$599.93, USBank: \$180.35, Sequoia Ecological: \$38,178.28, Advanced Forestry Services: \$9,156.75, ed Struffenegger: \$687.50, Richard Harris: \$4,632.50, Richard Harris: \$1,657.50, Richard Harris: \$1,700.00, Brittney Burke: \$97.06, Jason Landers: \$56.52, Red Mtn. Ent.: \$171,903.13, Jim Davies: \$3,450.00, Jim Davies: \$3,705.00, Jim Davies: \$2,340.00, Jim Davies: \$427.50). **Motion Carried.**

Yes: 3 – C. Mitchell, C. Flores, J. James.
Noes: 0.
Abstain: 0.
Absent: 2 – D. Pierce, F. Schurr.

CORRESPONDENCE: None.

DIRECTORS COMMENTS

ADJOURN: 8:27 PM

NOTICE AMERICANS WITH DISABILITIES ACT

Individuals who, because of a disability, need special assistance to attend or participate in a Board of Directors Meeting, any committee of this District or in conjunction with any other District services or business may request assistance by calling in advance the District Office at 530-295-0120. Requests should be made as soon as possible and at least one business day prior to the meeting or event.



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 • lafco@edlafco.us • www.edlafco.us

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
Special District Commissioner	Michael Saunders, MD	Georgetown Divide Public Utility District

SIGNATURE OF PRESIDING OFFICER: 
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Michael Saunders
(Required)

NAME OF NOMINATING DISTRICT: Georgetown Divide Public Utility District

MINUTES ATTACHED (Optional): Yes No

Nominations must be received by LAFCO before
5:00 p.m. on February 15, 2021

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Holly Morrison
 City Members: Cody Bass, Michael Saragosa • Alternate City Member: Kara Taylor
 County Members: John Hildahl, Wendy Thomas • Alternate County Member: George Turnbo
 Special District Members: Tim Palmer, Vacant • Alternate Special District Member: Michael Saunders

STAFF

José C. Henriquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
 Malathy Subramanian, Commission Counsel

My educational background includes a Bachelor of Science from Cornell University and a Doctor of Medicine from Howard University. I am the President of the Board of Directors for the Georgetown Divide Public Utility District (GDPUD) and currently am the Alternate member for Special Districts on El Dorado LAFCO.

My experience in governance and working on commissions also includes being Chair of various County Organizational groups, State committees, and being a member and active participant in State workgroups tasked with providing a framework, guidelines, and recommendations for the legislative changes to enact the Water Conservation Bill Statewide beginning in 2022. I continue to be an advocate for our Rural and Mountain Counties to the State. I bring my skills in the interaction needed between governance, local agencies, and the public.

One of the most important functions of LAFCO is to evaluate the provision of services within the County, recommend actions, and promote the efficient provision of those services. This is done through the municipal service reviews. Being able to provide these studies for our Special Districts, services, and Cities has required managing our LAFCO's budget. I was on the Ad hoc Budget Committee for LAFCO to help work on the budget to allow El Dorado LAFCO to continue to operate and provide the MSRs within the timeframe the Commission has recommended. My other experiences in working with budgets includes being the Clinical Dietitian - Dietary Program Director for an Adult Day Care Program, Finance committee member (GDPUD), Treasurer of the Board (GDPUD), and my work on several executive committees.

I bring my commitment to continue to work with various Special Districts and their representatives to make sure they have a voice in the LAFCO processes, to touch base and communicate with any concerns. I will continue to be a resource to our Special District members, the community, and the public if chosen to be a Special District Commissioner.

Thank you,

Michael Saunders, MD
President, Board of Directors
Georgetown Divide Public Utility District

Alternate Commissioner, Special District Member
El Dorado LAFCO



MINUTES

REGULAR MEETING

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

JANUARY 12, 2021 2PM

Michael Saunders, President
Cynthia Garcia, Vice President
Mike Thornbrough, Treasurer
Mitch MacDonald, Director

MISSION STATEMENT

It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies
- Ensure high quality drinking water
- Promote stewardship to protect community resources, public health, and quality of life
- Provide excellent and responsive customer services through dedicated and valued staff
- Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.

Out of respect for the meeting and others in attendance, please turn off all cell phones or put in the silent mode.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item, provided they are first recognized by the presiding officer. The Board President will call for public comment on each agenda item. Those wishing to address the Board on a matter that is not on the agenda and within the jurisdictional authority of the District may do so during the Public Forum portion of the agenda. Please be aware of the following procedures for speaking during Public Forum or public comment sessions:

1. When called on to speak by the Board President, please approach and speak from the podium.
2. Comments are to be directed only to the Board.
3. The Board will not entertain outbursts from the audience.
4. There is a three-minute time limit per speaker.
5. The Board is not permitted to take action on items addressed under Public Forum.
6. Disruptive conduct shall not be permitted.

7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

Director Saunders called the Regular Meeting to order at 1400hrs. Director Thornbrough led the Pledge of Allegiance.

1) CALL TO ORDER, AND ROLL CALL

PRESENT: DIRECTORS MACDONALD, THORNBROUGH, GARCIA, SAUNDERS

ABSENT:

OTHERS Barbara Brenner, Legal Counsel,

PRESENT: Jeff Nelson, Interim GM

2) ADOPTION OF AGENDA

***Director Thornbrough motioned to approve 2) ADOPTION OF AGENDA.
Director MacDonald seconded the motion.***

Roll Call vote was taken:

Aye: MACDONALD, THORNBROUGH, GARCIA, SAUNDERS

Nay: None

The motion CARRIED

3) FILLING BOARD VACANCY - SUSPENDED

A. Interviews for Director Vacancy

B. Appointment of New Director

C. Oath of Office for Assigned Board of Director, Administered by Legal Counsel

4) PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)

None was offered.

5) PROCLAMATIONS AND PRESENTATIONS

Jeff Nelson read a resolution presented to Dave Souza for his service to the District.

6) CONSENT CALENDAR

Director Saunders pulled 6A1, Regular Meeting minutes for December 8, for discussion. Director Thornbrough pulled 6B1, Month-End Cash Disbursement Report, and 6C, Fourth Quarter Budget and First Quarter Budget Comparison.

A. Approval of Minutes

Director Saunders submitted a change to the minutes.

Director MacDonald motioned to accept 2) agenda item 6A1 from the Consent Calendar. Director Garcia seconded the motion.

Roll Call vote was taken:

Aye: MACDONALD, THORNBROUGH, GARCIA SAUNDERS

Nay: None

The motion CARRIED

Director Saunders requested to have all the consent items available to the Directors by the following day.

Public Comment:

Cherie Carlyon via Stephen Dowd asked for the actual budget, not the projected budget.

B. Financial Reports

1. Month-End Cash Disbursement Report – This item was deferred to return at the Special Meeting scheduled for January 28, 2021.

C. Fourth Quarter Budget and First Quarter Budget Comparison - This item was deferred to return at the Special Meeting scheduled for January 28, 2021

D. Authorizing Change of Bank Signatory Authority – This item was suspended.

7) INFORMATIONAL ITEMS

A. Board Reports

Director Saunders mentioned the Board vacancy. He said the application period was extended through February 6th, and qualified applicants would be notified by February 7th, if the Board wished to interview them during the February 9, Regular Board meeting. Director Saunders spoke about hosting a town hall meeting or workshop for water conservation, and thanked Director Wadle for all his work on the Board, as well as working at CSDA.

Public Comment:

Stephen Dowd asked what the definition of a qualified applicant for the Director position meant. Director Saunders said a qualified applicant needed to be a qualified voter within the District.

B. General Manager's Report

Jeff said the District obtained the updated water operating permit from the Division of Drinking Water which includes the operation of the ALT treatment plant. The first set of water bills were generated by the Tyler system. Jeff said a newsletter was included with the bills. Irrigation applications were sent out last week and staff is in the process of allocating or granting irrigation to various customers. The transparency portion of the Tyler financial management system (Socrata) is scheduled to go live in the Spring. Christina mentioned that there was an issue with the online billing, but it had been resolved. She said the payment portal side of the accounting system has some issues. She said there is still not an ability to pay-online. The customer should be able to go in and set up a new account. She said they are currently loading the capital assets into Tyler, then in AR, then Socrata.

Director Saunders asked when the Director portal will be up and running. Christina said she needs to set the Directors up with log-in information.

Director Garcia asked about the permit and if it would be posted online. Jeff said he would have to check to see if there was any confidential information in the permit, and asked Darrell if the District typically posted the permit. Jeff said he would look into what portion of the permit could be posted online.

Director Garcia asked if meters were read this time. Jeff said no, meters were not physically read, with a few exceptions. He said Adam did a statistical analysis to reflect the November – December billing period, and he used last years' information. He said some meters were read, but not all. Adam said yes, that is correct. Jeff said canal maintenance and ditch lining was continuing. Jeff said COVID is still a problem, and the District is continuing to have staggered work schedules for those in the office. Director Saunders thanked the office for getting the CDS information out in the newsletter.

C. Operation Manager's Report

Darrell said for the first time since 2004, the District is complying. He did the 2020 Compliance inspection with the State. Darrell read the system appraisal. Darrell said three surplus trucks were sold. Darrell said there are three dates for ditch lining. Darrell said the rain gutters will be replaced tomorrow. Darrell said

there was a question about where tires are purchased. He said tires are purchased by Tire Hub, and then put on by All Cycle to mount and balance the tires. He said the level at Stumpy is 13793.

D. Water Resources Report

Adam said he would create a water projection report for the next meeting. He said he is still working on the Urban Water Management Plan, including the water forecast for the next 20 years.

Director Saunders said he would coordinate with Adam about the Grant Writing Committee. Director Saunders also said he would like to inform the customers about any further ditch lining projects before the work is done.

8) COMMITTEES:

- A. Ad Hoc Grant Writing Committee** – Director Saunders said the committee did not meet this month.

9) NEW BUSINESS

A. LSL Presentation – GDPUD Audit, presented by Marian Rodriguez

All the Directors had various questions related to a Fund transfer equating to \$800K and identified several discrepancies throughout the report. Director Saunders asked Christina to review the information and plan to report her findings at the January 28, 2021 special meeting.

Director Saunders asked Kristen West of LSL if there is a recommendation to deal with past employees' obligation for benefits. He asked if it would be appropriate to set up a trust. Kristen West said a long-term financial plan is always recommended. He said the District needs to investigate investments to reduce liability.

He asked Kristen when the State releases the increase projection for the discount rate on their investments. She said the information is on the CalPERS website for post-employment.

B. Consideration of a Rate Freeze

Director Saunders recommended a suspension of this item until the January 28, 2021 Special Meeting.

Public Comment:

Cherie Carlyon via Stephen Dowd said she is requesting a detailed report for the 4th Quarter Budget. She said what was provided in the Board packet was an

adopted budget, not the actual budget. Director Saunders asked Ms. Carlyon to submit a written request for information.

Stephen Dowd said he wanted the Board to consider a rate freeze without delay.

Director Garcia motioned to suspend agenda item 9B, until additional materials are supplied by staff at the January 28, Special Meeting 2) Director Thornbrough seconded the motion.

Roll Call vote was taken:

Aye: MACDONALD, THORNBROUGH, GARCIA, SAUNDERS

Nay: None

The motion CARRIED.

C. Discussion of Charter for a Finance Committee, and Consideration of additional committees:

Jeff said included in the packet was the charter from last year, with Director Garcia's edits. Director Thornbrough said the finance committee was never actually disbanded and asked why the Board could not reinstate the policy with changes.

Director Thornbrough motioned to form an ad hoc committee with two Board members, and one past Finance Committee member 2) Director MacDonald seconded the motion.

Roll Call vote was taken:

Aye: MACDONALD, THORNBROUGH, GARCIA, SAUNDERS

Nay: None

The motion CARRIED.

Director Thornbrough, and Director MacDonald offered to be the on the committee.

Barbara asked about the appointment of the ex-finance committee member.

Director Thornbrough said Director Garcia said we should inquire with the previous chair. Director Garcia said she has been contacted by the former finance committee chair, Steve Miller.

Director Saunders suggested starting an ad hoc Policy Committee.

Director Garcia motioned to form an ad hoc policy committee not to exceed four members. Two members of the Board and two members of staff. Director Thornbrough seconded the motion.

Roll Call vote was taken:

Aye: MACDONALD, THORNBROUGH, GARCIA, SAUNDERS

Nay: None

The motion CARRIED.

After some discussion by the Board and counsel, Director Saunders agreed a workshop related to irrigation would be a good idea. Director Garcia said she would like the workshop to occur before irrigation season begins.

D. Consideration of changing Procedures for placing items on the Agenda and Communication with the General Manager

Director Thornbrough asked about a change made not too long ago, he said if a consensus was made by the Board it was going to be on the agenda.

Director Saunders said, if there is a consensus on an item, he felt every Board member should have the ability to have an agenda item discussed.

Director Garcia said the policy that Director Thornbrough is referring to is policy 4040.

Director Garcia motioned to leave Board policy 5020 as-is and have the Board review Policy 4040 (red-lined version) and make recommendations at the Regular Board meeting scheduled on February 9, 2021 2) Director MacDonald seconded the motion.

E. Discussion and Consideration of changing the Signature/Spending Authority of the Interim General Manager

Barbara said the GM spending authority is set forth through the procurement policy.

Barbara said any changes would be presented through the procurement policy, as it is a change in spending authority. Director Garcia said the interim manager is the general manager, and she feels it needs to be reviewed through the procurement policy.

Director Saunders said the Interim General Manager and the General Manager are the same. He said the item was put on the agenda specifically for the Interim General Manager.

Public Comment:

Cherie Carlyon via Stephen Dowd said there is a resolution, and the resolution specifies a \$45K spending limit.

Fran Todd said she would respectfully ask the Board to say what the Interim General Manager can or cannot do.

F. Independent Audit

After some discussion, **Director Garcia motioned to have the Board create an ad hoc committee to evaluate the need for a special financial assessment. Director Thornbrough seconded.**

Public Comment:

Steven Proe said there was a resolution approved by the Board that covered this issue. He asked if any vote turned about the 5-0 vote for a forensic audit.

Barbara said the lowest bid was rejected as too expensive.

Roll Call vote was taken:

Aye: MACDONALD, THORNBROUGH, GARCIA SAUNDERS

Nay: None

The motion CARRIED.

Both Director Garcia and Director Saunders volunteered for this committee.

G. Election of Special District Representative to El Dorado LAFCO – Nominations for Special District Commissioner

Director Saunders said he was one of the two directors who made it on to the commission. Director Saunders said he wanted to be a voting member on the commission. He said the process would need to nominate someone for a special district nominee.

Director MacDonald motioned to nominate Director Saunders to the LAFCO Commission 2) Director Garcia seconded the motion.

Roll Call vote was taken:

Aye: MACDONALD, THORNBROUGH, GARCIA SAUNDERS

Nay: None

The motion CARRIED

10) PUBLIC HEARING

None.

11) BOARD MEMBER REQUESTS FOR FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF

Director Garcia said she would like to put together a work shop, and develop a time line for the staff / environmental workshop / and requested Jeff to work hard with staff to put the recordings, RFP's, permit for ALT on the website.

Director Saunders said to think of having a strategic planning meeting in February 2021.

Director MacDonald motioned to adjourn the meeting 2) Director Garcia seconded the motion.

Roll Call vote was taken:

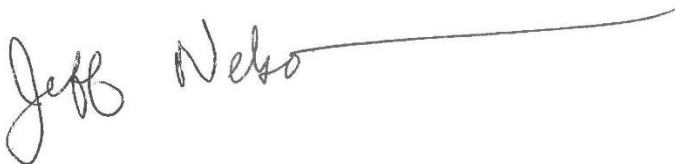
Aye: MACDONALD, THORNBROUGH, GARCIA, SAUNDERS

Nay: None

The motion CARRIED.

12) NEXT MEETING DATE AND ADJOURNMENT – The next Regular Meeting will be on February 9, 2021 at 2:00PM via teleconference.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting via teleconference, please contact Jeff Nelson by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a).



Jeff Nelson, Interim General Manager

February 9, 2021
Date



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 · lafco@edlafco.us · www.edlafco.us

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
Board Member	Monique Scobey	Cameron Park CSD

SIGNATURE OF PRESIDING OFFICER: 
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Eric Aiston
(Required)

NAME OF NOMINATING DISTRICT: Cameron Park CSD

MINUTES ATTACHED (Optional): Yes No

Nominations must be received by LAFCO before
5:00 p.m. on February 15, 2021

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667

Statement of Qualifications
MONIQUE SCOBNEY
El Dorado LAFCO
March 2021

My name is Monique Scobey and I am currently serving on the Board of Directors for the Cameron Park Community Services District. Our District provides several public services: fire and emergency response, parks, recreation, CC&R compliance, waste collection/recycling, and lighting/landscape districts. Overseeing these services has provided me with an understanding of the variety of requirements and responsibilities of our communities, as well as how Special Districts and local government function. I have served on all four of the District's Standing Committees and have completed my 18 month term for President of the Board in Dec 2020. The Board of Supervisors recently appointed me as an Alternate to the County El Dorado Solid Waste Advisory Committee.

In 2019, with the support of the Board of Directors, the District achieved our Transparency Certificate. In 2020, I completed the Special District Leadership Foundation – Leadership Academy that provides the knowledge base to perform essential governance responsibilities. This mixture of experiences will assist me in serving as knowledgeable LAFCO member.

I have lived in El Dorado County for over 25 years, raising our three children in Cameron Park and operating a small software consulting business. I served on sport club boards and as an ambassador at the Shingle Springs/Cameron Park Chamber of Commerce. I currently work part-time in real estate and am recently retired, and my husband and I plan on remaining here, in our community, so I am personally invested in how our County evolves.

I enjoy engaging with others, hearing and incorporating others views, finding common ground and collaborating on a clear path forward. Agencies work better when all stakeholders are involved to help define solutions. I look forward to working on this committee and keeping our county and communities a desirable place to live, work and visit.

My education includes a Master's Degree in Aerospace Engineering from USC and a Bachelor of Science Degree in Mechanical and Aeronautical Engineering from UC Davis.



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 · lafco@edlafco.us · www.edlafco.us

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
Board Director	Brian K. Veerkamp	El Dorado Irrigation District

SIGNATURE OF PRESIDING OFFICER: _____
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Jim Abercrombie
(Required)

NAME OF NOMINATING DISTRICT: El Dorado Irrigation District

MINUTES ATTACHED (Optional): Yes No **XX**

Nominations must be received by LAFCO before
5:00 p.m. on February 15, 2021

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667

Brian K. Veerkamp
Board Director, Division 3
Statement of Qualifications

Brian K. Veerkamp is a fifth generation resident of El Dorado County and a descendant of the pioneering families of Wagner and Veerkamp. He follows in the footsteps of his great-great uncle John Wagner, an El Dorado County Supervisor from 1919 to 1934.

Born and raised in El Dorado County, Brian attended local elementary schools, El Dorado High School, and then pursued his higher education goals. He holds a bachelor of science degree in business administration with a minor in economics. He also attended two years of law school, holds two associate of arts degrees (one in fire technology and the other in general studies). He also earned many advanced leadership, governance, management and finance training certificates. He is a Charter Adjunct Professor with a Lifetime Teaching Credential for Los Rios Community College and continues to share his knowledge and training with the community in many ways.

Brian retired in 2011 from the Fire Service after 30 plus years in public emergency services that began with a position as a volunteer/paid call firefighter and culminated in his last position as fire chief of the El Dorado Hills Fire Department. During his tenure as chief, he worked collaboratively with many agencies within the County and surrounding region to serve and protect our people, their property and our business community. He was instrumental in the consolidation of Districts, the mitigation of many local disasters, the enhancement of service delivery levels and the protection of many precious assets of El Dorado County. The Department's efforts under Brian's leadership allowed them to maintain financial stability for Fire and Emergency Services resulting in cost effective, high level and efficient service to our citizens. He then was elected to the El Dorado County Board of Supervisor's and served two four-year terms for District 3 and thru his various County assignments; served numerous years as a member of the Local Agency Formation Commission (LAFCO). Brian, now has been elected to the Board for El Dorado Irrigation District and recently accepted the Leadership role of Executive Director for El Dorado County Emergency Services JPA.

Brian's commitment to "Service Above Self" is evident in the many ways he finds to give back to our El Dorado County community. Besides his most recent service, Brian has served 14 years as an elected Board member with the Camino Union School District, three years as Board member of the El Dorado County Emergency Services Authority JPA, and 25 years as emergency medical services training program director for El Dorado County Fire Chief's Association. He is a 17-year Rotarian, Eight-year member of Kiwanis Club of Placerville, Marshall Foundation for Community Health Board Member, Marshall Medical Board Member, El Dorado Community Foundation Board Member and he also maintains affiliations with Boys and Girls Club, The Rocky Mountain Elk Foundation, the USGA, and the NRA to name a few.

Brian resides in Placerville with Lori, his wife of 40 years. He has two daughters, two sons-in-law, two granddaughters, one grandson and many other family members that call El Dorado County home.



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 • lafco@edlafco.us • www.edlafco.us

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
Special District Representative	Timothy J. White	El Dorado Hills County Water District

SIGNATURE OF PRESIDING OFFICER: 
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Charles J. Hartley
(Required)

NAME OF NOMINATING DISTRICT: El Dorado Hills County Water District

MINUTES ATTACHED (Optional): Yes No

Nominations must be received by LAFCO before
5:00 p.m. on February 15, 2021

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 • lafco@edlafco.us • www.edlafco.us

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
Special District Representative	Timothy J. White	El Dorado Hills County Water District

SIGNATURE OF PRESIDING OFFICER: Penny Humphreys
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Penny Humphreys
(Required)

NAME OF NOMINATING DISTRICT: Rescue Fire Protection District

MINUTES ATTACHED (Optional): Yes No

Nominations must be received by LAFCO before
5:00 p.m. on February 15, 2021

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Holly Morrison
 City Members: Cody Bass, Vacant • Alternate City Member: Kara Taylor
 County Members: John Ranalli, Vacant • Alternate County Member: Vacant
 Special District Members: Tim Palmer, Vacant • Alternate Special District Member: Michael Saunders
STAFF
 José C. Henríquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
 Malathy Subramanian, Commission Counsel



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 · lafco@edlafco.us · www.edlafco.us

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
Special District Commissioner	Timothy White	El Dorado Hills Water Agency (Fire District)

SIGNATURE OF PRESIDING OFFICER: 
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Noelle Mattock, President
(Required)

NAME OF NOMINATING DISTRICT: El Dorado Hills CSD

MINUTES ATTACHED (Optional): Yes No

Nominations must be received by LAFCO before
5:00 p.m. on February 15, 2021

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667

Timothy J. White

Nominee, El Dorado County Special District Representative

El Dorado County LAFCO

Statement of Qualifications

I am currently the Board President of the El Dorado Hills County Water District, commonly known as the El Dorado Hills Fire Department (EDHFD), and have been nominated by my fellow directors at EDHFD, as well as the Board of Directors of Rescue Fire Protection District, to run for the open Special District seats on LAFCO.

My qualifications and background information are as follows:

- EDHFD Board of Directors- December 2018-present. President 2021, Vice-president 2020. Have served, or are serving on, the following Board Committees - Finance, Strategic Planning, and Joint Powers Authority. In addition, I am one of the Fire Board directors on the El Dorado Hills Incorporation Executive Working Group organized by the El Dorado Hills Community Services District.
- El Dorado Hills Area Planning Advisory Committee (“APAC”) - voting member- 2015-present. Vice Chair-2018-present. Chair-2016 and 2017. APAC is a volunteer group of residents that review proposed residential and commercial developments in the El Dorado Hills Area, and provides comments and written reports addressing resident concerns on the proposed projects to the El Dorado County Planning Commission and the El Dorado County Board of Supervisors.
- El Dorado County Master Gardener since 2016.
- I am a native Californian, a graduate of the University of San Francisco and of the University of Los Angeles School of Law, and practiced law for 30 years concentrating in business-financial law, with an emphasis in international transactions.
- With 3 El Dorado County Grand Jury Reports in the last 3 years on Fire Districts in El Dorado County, and with LAFCO likely to review proposed Fire District mergers and consolidations in the forthcoming years, I think it is important to have a representative from a Fire District Board, who understands the unique work, finances and nature of Fire Departments and Districts, on LAFCO.
- I have the time, interest and ability to serve as an effective LAFCO Commissioner.

EL DORADO HILLS COUNTY WATER DISTRICT

EIGHT HUNDRED TWENTY-SECOND MEETING OF THE BOARD OF DIRECTORS

Thursday, November 19, 2020

5:30 p.m.

District Office, 1050 Wilson Boulevard, El Dorado Hills, CA 95762

I. CALL TO ORDER

President Hartley called the meeting to order at 5:32 p.m. Directors in attendance: Bennett, Durante, Giraud, Hartley, and White. Director Durante attended via teleconference. Staff in attendance: Chief Johnson and Director of Finance Braddock. Counsel Cook was also in attendance.

Meeting adjourned to closed session at 5:32 p.m.

II. CLOSED SESSION

A. Closed Session Pursuant to Government Code Sections 54957(b)(1); Public Employee Performance Evaluation: Fire Chief

The meeting reconvened at 6:00 p.m. The Board took no action during closed session.

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATION

A. Presentation of Community Risk Reduction Division Fee Study – DTA presented the results of their User Fee Analysis.

B. Public Hearing: Review and approve Resolution 2020-20 amending the District Fee Schedule to recover the cost of service and enforcement of regulations subject to the Health and Safety Code Section 13916

A public hearing was opened at 6:35 p.m.

Director White suggested that a fee study be done every 3 years to avoid getting behind on what current rates should be and the Board concurred.

The public hearing was closed at 6:44 p.m.

Director White made a motion to approve Resolution 2020-20 amending the District Fee Schedule to recover the cost of service and enforcement of regulations subject to the Health and Safety Code Section 13916 with the language changed to reflect the discussed 3-year timeline, seconded by Director Bennett and unanimously carried. (Roll call: Ayes: 5; Noes: 0)

V. CONSENT CALENDAR

- A. **Approve Minutes of the 821st Board meeting held October 15, 2020**
- B. **Approve Financial Statements and Check Register**
- C. **Approve Employee Development Center (EDC) Financial Report**

Director Bennett made a motion to approve the consent calendar, seconded by Director White and unanimously carried. (Roll call: Ayes: 5; Noes: 0)

VI. ORAL COMMUNICATIONS

- A. **EDH Professional Firefighters** – Item taken out of order after Item X. Fire Chief's Report. Dale Hemstalk, Vice President, reported the transition has been going well and he introduced Dan Nelson as the recently elected secretary. He also thanked Admin for there efforts to keep up with all of the constantly changing COVID-19 information and the protection that is being offered to the employees.
- B. **EDH Firefighters Association** – None
- C. **Public Comment** – None

VII. CORRESPONDENCE

- A. **Letter from the El Dorado Hills Professional Firefighters** – Chief Johnson explained that included in the packet was a letter from the El Dorado Hills Professional Firefighters stating that they would not support the annexation with Rescue Fire Protection District without matching the current staffing levels stated in the El Dorado Hills MOU.

VIII. ATTORNEY ITEMS – None

IX. COMMITTEE REPORTS

- A. **Administrative Committee (Directors Bennett and Hartley)** – Director Bennett stated that the Admin Committee met regarding the communications study and is waiting for more information before bringing the recommendation to the Board.
- B. **Finance Committee (Directors Girauo and White)** – No report.
- C. **Joint Powers Authority (Directors Hartley and Girauo)** – Chief Johnson reported that Brian Veerkamp and Christy Jorgensen are doing a great job and that the JPA opposed the County's proposed increase in the ambulance fee for service for vegetation management and the County agreed to slow that discussion down and take another look at it.

X. FIRE CHIEF'S REPORT – Chief Johnson reported the following to the Board:

- Staff is prepared to file the notice of intent for the Rescue annexation.
- The engineer's promotional exam went well and 6 people on the list
- Nineteen applications were received for the Fire Marshall position and mid-December will be the target for the final interviews.
- The Captain's academy is coming up in December.
- El Dorado County was escalated to the purple tier and there and Staff will be looking at any adjustments that need to be made.
- There are still discussions happening about the Santa run and holiday parties.

- The Amador Fire Chief is retiring and starting a new fire career in Nevada.
- Oakland Assistant Fire Chief passed away and Staff offers their condolences.

XI. OPERATIONS REPORT

- A. Operations Report (Receive and file)** – Chief Hall stated that there was a lot of active shooter and water rescue training in November and recognized Chief Lilienthal’s efforts to process the information related to the constant COVID-19 changes and the firefighter’s efforts to stay safe in the current environment. Received and filed.

XII. COMMUNITY RISK REDUCTION REPORT

- A. CRRD Report (Receive and file)** – Chief Phillips presented the CRRD Report and highlighted that it was Fire Prevention Month and Staff did a great job adapting to the restrictions in place because of COVID-19. Received and filed.

XIII. FISCAL ITEMS

- A. Receive and file 2019/2020 Final Audit Report, Management Letter and SAS 114 Governance Letter** – Brian Nash with Richardson and Company presented the Final Audit Report, Management Letter, and SAS 114 Governance Letter. Received and filed.
- B. Change in Pension and OPEB Funded Status Reports** – Director of Finance Braddock presented the updated Pension and OPEB funded status reports stating that the Pension funded status increased by about .1% and the OPEB funded status increased by about 4%.
- C. Receive and file Accountability Act Annual Report (2019/20) for the Latrobe Zone Special Tax** – Director of Finance Braddock presented the completed direct charge justifying the tax that is collected for the Latrobe area. Received and filed.
- D. Review and approve transfer in the amount of \$50,388 from General Fund (unassigned) Reserve to CERBT OPEB account** – Director of Finance Braddock stated the per the Reserve Fund Policy Staff recommends transferring \$50,388 from FY19/20 to the CERBT OPEB account.

Director White made a motion to approve transfer in the amount of \$50,388 from General Fund (unassigned) Reserve to CERBT OPEB account, seconded by Director Giraud, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

XIV. NEW BUSINESS

- A. Discuss LAFCO Special District open position nomination** – Chief Johnson stated that there is an anticipated position opening on the LAFCO Board. Director White expressed an interest in running for the open position when it becomes available.

Director Giraud made a motion to nominate Director White for the LAFCO open position when it becomes available, seconded by Director Bennett, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

- B. Review and approve Resolution 2020-18 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act** – Director of Finance Braddock explained that per the MOU's change in medical coverage cap, the CalPERS contract would need to be amended to reflect that change.

Director Bennett made a motion approve Resolution 2020-18 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act, seconded by Director Giraudo, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

- C. Review and approve Resolution 2020-19 acknowledging the Department's compliance with Sections 13146.2 and 13146.3 of the California Health and Safety Code** – Chief Phillips presented a resolution to affirm that the district completed inspections on all State Regulated Occupancies in the District.

Director Giraudo made a motion to approve Resolution 2020-19 acknowledging the Department's compliance with Sections 13146.2 and 13146.3 of the California Health and Safety Code, seconded by Director White, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

- D. Approve purchase of Type I Engine** – Chief Johnson stated that due to the significant damage to Engine 91, Staff recommends approval of a Type I Engine to replace it.

Director Giraudo made a motion to approve the purchase of Type I Engine, seconded by Director White, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

- E. Approve Utilization of public agency contract from Savvik Buying Group for Lucas Compression Devices** – Chief Johnson reported that Staff is requesting approval to utilize the Savvik Buying Group contract for the Lucas Compression Devices.

Director Bennett made a motion to approve Utilization of public agency contract from Savvik Buying Group for Lucas Compression Devices, seconded by Director Giraudo, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

XV. OLD BUSINESS

- A. Rescue Annexation Update** – No report.
B. Training Facility Update – No report.
C. EDHCSD/EDHFD 2x2 update (Directors Durante and White) – Director White stated that the CSD will be issuing an RFP to have a financial study done.

Director Durante left the meeting at 8:10 p.m.

XVI. ORAL COMMUNICATIONS

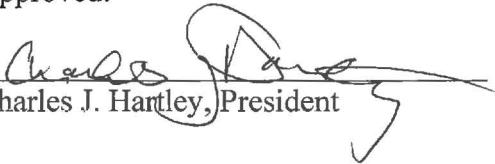
- A. Directors** – Directors thanked staff for their commitment to protect our District so well. Director White congratulated Director Hartley on his re-election.
- B. Staff** – None
- C. Schedule upcoming committee meetings** – None

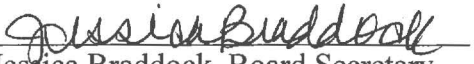
XVII. ADJOURNMENT

Director Giraudo made a motion to adjourn the meeting, seconded by Director White and unanimously carried.

The meeting adjourned at 8:15 p.m.

Approved:


Charles J. Hartley, President


Jessica Braddock, Board Secretary

Rescue Fire Protection District

**BOARD OF DIRECTORS MINUTES
Regular Meeting January 13, 2021
Zoom Meeting- 6:00 P.M.
5221 Deer Valley Road, Rescue, CA 95672
(P.O. Box 201)
(530) 677-1868**

1. **CALL TO ORDER** 1805

2. **ROLL CALL/ESTABLISH QUORUM**

Directors in attendance: Araujo, Humphreys, Koht, Smith, and Thorne.

3. **FLAG SALUTE**

4. **APPROVAL OF AGENDA**

Director Smith made a motion to approve the agenda, seconded by Director Araujo, and motion carried.

5. **PUBLIC COMMENTS and PUBLIC FORUM**

Jodi Martin, resident, asked if Directors Koht and Thorne were sworn in. Director of Finance Braddock stated that they were both sworn in remotely.

6. **CHIEF'S REPORT**

Chief Johnson reported the following to the Board:

- He is still in discussions with Blue Mountain Communities regarding the potential CFD on the housing development currently in progress.

7. **CORRESPONDENCE and COMMUNICATIONS**

A. Staff Report: Memorandum of Understanding Between the County of El Dorado and the Rescue Fire Protection District Regarding the Delegation of Enforcement of Certain Fire and Panic Safety Provisions Found in the 2019 California Building Standards Code

Chief Phillips reported that an MOU was written in 2019 transitioning inspection authorities for new one- and two-family homes to the El Dorado Hills County Water District. He added that the Fire Chief has the authority to enter into this MOU, but the Board has the option to adopt a formal Resolution if they wish. The Board directed Staff to bring a formal resolution to the February Board meeting.

B. Letter from the Rescue Professional Firefighters Association

Chief Johnson stated that the Rescue Professional Firefighters Association submitted a letter to the Board requesting to start MOU Negotiations.

8. **CONSENT CALENDAR**

A. Approve Minutes from the December 9, 2020 Board Meeting

B. Approve Financial Statements and Warrants Report

Director Smith made a motion to approve Minutes from the December 9, 2020 Board Meeting, seconded by Director Koht, and motion carried. (Ayes: 5; Noes: 0)

Rescue Fire Protection District

Director Smith made a motion to approve the Financial Statements and Warrants Report, seconded by Director Koht, and motion carried. (Ayes: 5; Noes: 0)

9. BOARD COMMITTEES

- A. **Personnel Committee:** Chief Johnson reported that the District is down one full-time employee and the employees have a plan to cover all the vacancies through the end of February. He added that Staff is working on a backup plan with Diamond Springs Fire as well.
- B. **Budget Committee:** No report.
- C. **Buildings and Grounds:** No report. Staff will schedule a committee meeting prior to the next Board meeting.
- D. **JPA Committee:** Chief Johnson stated that the new leadership is working on cleaning up the budget and operations as well as looking at the next contract with the County.
- E. **LAFCO:** Chief Johnson reported that Staff is working with LAFCO on the plan for service for the El Dorado Hills County Water District annexation of Rescue Fire Protection District.
- F. **Annexation Committee:**
 - 1) **Review Draft Annexation Resolution-** Chief Johnson requested that the Draft annexation resolution language development be assigned to Annexation Committee.

10. RVFA REPORT

Director Thorne stated that he received a request to donate any surplus equipment to a small volunteer Department in Mexico. Chief Johnson stated that the employees plan to clean out station 81 and any surplus items will be brought to the Board for approval before they are eligible to donate.

He also reported that the Christmas tree sales generated about \$6000 and the pumpkin sales brought in about \$4400 to the Association.

11. OLD BUSINESS

None

12. FISCAL ITEMS

- A. **Receive and file FY 19/20 Final Audit Report**
Director of Finance Braddock reviewed the FY 19/20 Final Audit Report with the Board and reported that the District was given a clean opinion.

13. NEW BUSINESS

- A. **Discuss the LAFCO Open Position Nomination**
El Dorado Hills County Water District Director Tim White stated that he would like to run for the upcoming LAFCO open position.

Director Araujo made a motion to nominate Tim White for the LAFCO Board seat, seconded by Director Smith, and motion carried. (Ayes: 5; Noes: 0)

- B. **Election of Board President and Vice President for 2021**

Director Araujo made a motion to nominate Director Smith for Board President. Director Smith declined the nomination.

Director Smith made a motion to nominate Director Koht for Board President, seconded by Director Thorne, and motion carried. (Ayes: 5; Noes: 0)

Rescue Fire Protection District

Director Koht made a motion to nominate Director Smith for Vice-President, seconded by Director Thorne, and motion carried. (Ayes: 5; Noes: 0)

C. Reorganization of Committees for 2021

Director Humphreys made a motion to keep the committee assignments the same as shown below, seconded by Director Thorne, and motion carried. (Ayes: 5; Noes: 0)

Personnel Committee: Directors Araujo and Thorne
Budget Committee: Directors Koht and Smith
Buildings and Grounds: Directors Koht and Thorne
JPA Committee: Chief Johnson
Annexation Committee: Directors Araujo and Koht

D. Review and establish meeting dates for 2021

The meeting dates will remain on the second Wednesday of every month.

13. CLOSED SESSION

A. Pursuant to Government Code Sections 54956.9(d)(2) and 54956.9(d)(4); potential litigation; two matters

The Board adjourned to closed session at 1906.

The Board returned to open session at 2021. No action was taken in Closed Session.

14. NEXT SCHEDULED MEETING/AGENDA ITEMS

February 10, 2021

15. GOOD TO THE ORDER

None

16. ADJOURNMENT

The meeting was adjourned at 2022.

Prepared By:


Megan Selling, Board Clerk
Rescue Fire Protection District

Approved By:


Penny Humphreys, Board President
Rescue Fire Protection District



INSTANT RUNOFF ELECTION PROCESS

Introduction

The following procedure implements the instant runoff voting method for determining the winner in a fictional “Central Division Director” election. A process, similar to the one explained below, will be utilized in determining the LAFCO Special District representative(s).

Ballot Specifications and Directions to Voters

A voting ballot shall allow a voter to rank candidates for the Central Division Director in order of choice. All candidates are listed on the ballot with one additional slot for a write-in candidate. The voter may include no more than one write-in candidate among his/her ranked choices. Directions provided to voters shall conform substantially to the following specifications:

Vote for candidates by indicating your first-choice candidate, your second-choice candidate and so on. Indicate your first choice by marking the number "1" beside a candidate's name, your second choice by marking the number "2" by that candidate's name, your third choice by marking the number "3," and so on, for as many choices as you wish. You are free to rank only one candidate, but ranking additional candidates cannot help defeat your first-choice candidate. Do not mark the same number beside more than one candidate. Do not skip numbers.

Ballot Counting

The ballots cast shall be tabulated and the result declared by the Central Division Election Coordinator after review by the Central Division Election Review Committee using the following procedure:

- The first choice marked on each ballot shall be counted. If any candidate receives a majority of the first choices, that candidate shall be declared elected.
- If no candidate receives a majority of first choices, the candidate who received the fewest first choices shall be eliminated and each vote cast for that candidate shall be transferred to the next-ranked candidate on that voter's ballot. If, after this transfer of votes, any candidate has a majority of the votes from the continuing ballots, that candidate shall be declared elected.
- If no candidate receives a majority of votes from the continuing ballots after a candidate has been eliminated and his/her votes have been transferred to the next-ranked candidate, the continuing candidate with the fewest votes from the

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Holly Morrison
City Members: Cody Bass, Jackie Neau • Alternate City Member: Patricia "Patty" Borelli
County Members: John Hidahl, Wendy Thomas • Alternate County Member: George Turnbo
Special District Members: Tim Palmer, Vacant • Alternate Special District Member: Michael Saunders

STAFF

José C. Henriquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
Malathy Subramanian, Commission Counsel

continuing ballots shall be eliminated. All votes cast for that candidate shall be transferred to the next-ranked continuing candidate on each voter's ballot. This process of eliminating candidates and transferring their votes to the next-ranked continuing candidates shall be repeated until a candidate receives a majority of the votes from the continuing ballots. This candidate shall be declared elected.

Example:

Three candidates: Smith, Jones and Marks

60 voting cards are submitted:

- Smith is ranked 1 by 25 voters
- Jones is ranked 1 by 20 voters
- Marks is ranked 1 by 15 voters

In the first round no one receives a majority, 31 votes

Thus, Marks is eliminated and those cards that had Marks ranked 1 is reviewed for their second choice.

- Smith is ranked 2 on 10 of the of the 15 cards
- Jones is ranked 2 on 3 of the 15 cards.

Thus, Smith wins with 35 votes and Jones is second with 23 votes.

Note: Only 13 votes were counted in round two because two of the Marks cards only had first choices.