



LOCAL AGENCY FORMATION COMMISSION

Dave Braun, Executive Officer

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MEETING MINUTES

Madera County Government Center
Board of Supervisors' Chamber
205 West 4th Street
Madera, CA 93637

LAFCO Meeting
Wednesday, January 19, 2022
11:00 A.M.

1. CALL TO ORDER

Chair Tom Wheeler called the meeting to order at 11:00 a.m.

Roll Call: Roll call given by LAFCO Clerk Zuniga.

Commissioners Present: Tom Wheeler, County Member
Waseem Ahmed, City Member (Chowchilla)
Robert Poythress, County Member
Jose Rodriguez, City Member (Madera)
Laura Young, Public Member At-Large
Mark Stamas, Alternate Public Member At-Large

Commissioners Absent: None

Others Present: Dave Braun, Executive Officer
Joann Zuniga, LAFCO Clerk
Laurie Avedisian-Favini, Attorney at Law, LAFCO Legal Counsel
Wally Nishimoto, Business Systems Analyst, Tech Assistance

Pledge of Allegiance: Commissioner Laura Young led recitation of the Pledge of Allegiance.

2. SELECTION OF CHAIR AND CHAIR PRO TEM

Dave Braun announced that the Commission would need to select a new Chair and Chair Pro Tem at this meeting and the selection would be based on rotation, i.e., County, City, At-Large, County, City. Braun stated selection of the 2022 Chair would be a City representative and the 2022 Chair Pro Tem would be a County representative.

Commissioner Robert Poythress moved to nominate Commissioner Waseem Ahmed as Chair, and Commissioner Laura Young seconded the motion; motion carried 5 to 0.

Vote: Yes - Poythress, Young, Wheeler, Rodriguez, Ahmed
 No - None
 Absent - None
 Abstain - None

Chair Tom Wheeler moved to nominate Robert Poythress as Chair Pro Tem and Commissioner Waseem Ahmed seconded the motion; motion carried 5 to 0.

Vote: Yes - Wheeler, Ahmed, Young, Rodriguez, Poythress
 No - None
 Absent - None
 Abstain - None

Outgoing Chair Tom Wheeler turned over the meeting to Waseem Ahmed, who assumed the Chair position and proceeded to conduct the remainder of the meeting. Commissioner Robert Poythress assumed the position of Chair Pro Tem.

3. PUBLIC COMMENT PERIOD

Chair Waseem Ahmed called for public comment. There were no comments from the public. The Chair closed the public comment period.

4. COMMISSIONERS' OATH OF OFFICE

All five Commissioners and Alternate Commissioner Stamas were present at the meeting and took the Oath of Office, which was administered by LAFCO Clerk Zuniga.

5. CONSENT CALENDAR

Review and Approval of Meeting Minutes of December 15, 2021.

Commissioner Wheeler moved to approve the December 15, 2021, meeting minutes, seconded by Commissioner Young; motion passed by a vote of 5 to 0.

Vote: Yes - Wheeler, Young, Poythress, Rodriguez, Ahmed
 No - None
 Absent - None
 Abstain - None

The Consent Agenda was approved. The Meeting Minutes of December 15, 2021, were approved and filed as presented.

6. NEW MATTERS

A. Municipal Service Review

Consideration of the proposed Municipal Service Review for the Madera Cemetery District and Chowchilla Cemetery District

- **RECOMMENDATION: Approve the Municipal Service Review**

Staff Presentation

Executive Officer Dave Braun introduced Project Manager Bonique Emerson of Precision Civil Engineering, who prepared the Municipal Service Review for the Madera Cemetery District and Chowchilla Cemetery District.

Bonique Emerson gave a PowerPoint presentation. Ms. Emerson stated the Municipal Service Review for the Madera Cemetery District and Chowchilla Cemetery District was prepared in accordance with California Government Code Section 56430 and Section 56425 and was subject to public and agency consideration and comment; showed a map depicting the two Madera County cemetery districts.

Highlights of Ms. Emerson's presentation:

- The Municipal Service Review (MSR) needed to be completed prior to the update of a Sphere of Influence (SOI) or before reorganization of district boundaries.
- The Sphere of Influence Review focused on current and future land use, current and future needs and capacity for services, and any relevant communities of interest.
- The MSR was prepared in accordance with the Cortese Knox Hertzberg (CKH) Reorganization Act of 2000; seven topic areas were analyzed and determinations made.
- Special Districts in California were limited purpose local governments, which were separate from cities and counties and focused on public services that generated revenue from several sources including property taxes, special assessments, and fees.
- Public Cemetery Districts were single purpose special districts authorized by the Legislature to assume responsibility for the ownership, improvement, expansion, and operation of cemeteries and provide burial/interment services; stated the public cemetery districts were subject to Public Cemetery District Law, California Health and Safety Code Section 9000 et seq.

- Madera Cemetery District was formed in 1944, encompassed 1,058,300 acres of land, and 156.36 acres were for 5 public cemeteries--Arbor Vitae, Calvary, Oakhill, North Fork, and Raymond; stated the District was attempting to establish a location for a new cemetery in the eastern Madera County near the Madera Ranchos and Riverstone Development. The MSR recommended the Madera Cemetery District consider annexation of Rolling Hills, Tesoro Viejo, Yosemite Lakes, and other rural development into the District.
- Concluded that Madera Cemetery District's five public cemeteries were in good condition and infrastructure at the facilities appeared adequate to provide efficient services and were well managed.
- The Sphere of Influence Review of the Madera Cemetery District cited the current service boundaries did not include a residential area near the Madera County Club closest to the City of Madera; stated the residents of that area preferred to utilize the Madera Cemetery District rather than the district they were in (Chowchilla Cemetery District) due to proximity; stated both Madera Cemetery District and Chowchilla Cemetery District discussed the issue and found resolution.
- Finding that the Madera Cemetery District's current Sphere of Influence was appropriate and necessary; the District could provide well planned efficient services in the territory, and the current location of the SOI was a benefit to those who received services within the area.
- Chowchilla Cemetery District was formed in 1946, and the service boundaries encompassed 175,000 acres of land located in the northwestern corner of Madera County; the District maintained one 20-acre cemetery consisting of a 13-acre cemetery and 7 acres of undeveloped land.
- Concluded that Chowchilla Cemetery District was in good condition, appeared to be well managed, and infrastructure at the facility appeared adequate to provide efficient services.
- Finding that the Chowchilla Cemetery District boundaries and Sphere of Influence were adequate and appropriately sized and that consolidation with adjacent cemetery districts was not supported or recommended since there would not be a cost savings or the realization of more efficient services.

Ms. Emerson stated a boundary adjustment for the two cemetery districts was not necessary or recommended. Ms. Emerson recommended adoption of the written determinations for the Madera Cemetery District and Chowchilla Cemetery District MSR and acceptance of the analysis and conclusions as presented in the Municipal Service Review. Ms. Emerson recommended a finding that the current Sphere of Influence was appropriate and necessary and that both cemeteries could provide well-planned efficient services to the respective districts.

Public Comments

Chair Ahmed called for public comment. There were no comments from the public. Chair Ahmed closed the Public Comments period.

Commission Action

Commissioner Wheeler moved for adoption of the Municipal Service Review and Sphere of Influence Review for the Madera Cemetery District and Chowchilla Cemetery District, motion seconded by Commissioner Poythress; motion carried 5 to 0.

Vote: Yes - Wheeler, Poythress, Young, Rodriguez, Ahmed
 No - None
 Absent - None
 Abstain - None

7. ACTION ITEMS

There were no action items.

8. COMMISSIONER REPORTS

There were no reports given.

9. EXECUTIVE OFFICER REPORTS

Executive Officer Braun stated a meeting would be scheduled in the Spring for the final North Fork-Bass Lake Municipal Service Review and Sphere of Influence Review.

10. ADJOURNMENT

Chair Ahmed adjourned the meeting at 11:42 a.m.

Submitted by:



LAFCO Executive Officer David E. Braun

Approval Date: March 30, 2022