

**Lake Local Agency Formation Commission**

**Regular Meeting Agenda**

**July 19, 2017 -- 9:30 am**

**City of Lakeport** – City Council Chambers

225 Park Street, Lakeport , California

Website: [www.lakelafco.org](http://www.lakelafco.org)

***“Lake LAFCo oversees orderly development and protects natural resources and agricultural lands”***

**Commissioners**

**Commission Alternate Members**

Stacey Mattina, Chair (City)

Victoria Brandon (Spec. District Alternate)

Gerry Mills, Vice-Chair (Special Dist.)

Suzanne Lyons (Public Alternate)

Ed. Robey, (Public Member)

Jeff Smith (County Alternate)

Allen Gott (Special District)

Bruno Sabatier (City Alternate)

Joyce Overton (City)

Mokey Simon (County)

Tina Scott (County Member)

**Staff**

John Benoit, Executive Officer

P. Scott Browne, Legal Counsel

Kathleen Moran, Clerk-Analyst

1. **Call to Order – Roll Call**
2. **Election of Chair and Vice-Chair for FY 2017-2018.**
  - a. *Election of the LAFCo Chair for FY 2017-2018*
  - b. *Election of the LAFCo Vice-Chair for FY 2017-2018*

3. **Approval of Minutes – May 17, 2017 minutes.**

4. **Public Comment.**

This is the time for the public to address the Commission on any matter not on the agenda. Testimony related to an item on the agenda should be presented at the time that item is considered.

5. **Consent Agenda**

*Action: Review and authorize payment of expenses for May and June 2017*

## WORKSHOP

6. **Workshop regarding a Service Review and Sphere of Influence update for the Hidden Valley Lake Community Services District.**
  - a. *Receive Executive Officer's report, conduct workshop regarding a Service Review and Sphere of Influence update for the Hidden Valley Lake Community Services District.*

## OTHER BUSINESS

7. **Consider third amendment to agreement for for LAFCo Legal Services as recommended at the May 17, 2017 LAFCo Meeting**
  - a. *Approve third amendment to agreement for LAFCo Legal Services and authorize chair to sign the amended agreement.*
8. **Consider fourth amendment to agreement for for LAFCo Staff Services as recommended at the May 17, 2017 LAFCo Meeting.**
  - a. *Approve fourth amendment to agreement for LAFCo Staff Services and authorize chair to sign the amended agreement.*
9. **Authorize Commissioners and Staff to attend the Calafco Annual Conference in Santa Barbara October 24-27, 2017.**
  - a. *Authorize Staff and Commissioners to attend the Calafco Annual Conference in October.*
10. **Calafco Achievement Award Nominations.**
  - a. *Review Calafco Materials and consider nominations for a Calafco Achievement Award and propose a nomination if desired.*
11. **Calafco 2017-2018 Nominations for the Calafco Board of Directors.**
  - a. *Review Calafco memorandum and nominate a County member or a Special District member to the Calafco Board of Directors.*
12. **Designate voting member and alternate voting member to vote on behalf of Lake LAFCo at the Annual Calafco Conference in San Diego.**
  - a. *Designate voting member and alternate voting member*
13. **Executive Officer' s report.**

*Little Hoover Commission – Potential Recommendations*

**14. LAFCo Counsel's report**

**15. Commissioner Reports**

*This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCO, and legislative matters.*

**16. Correspondence**

**17. Adjourn to LAFCO's next regular meeting: Wednesday September 20<sup>th</sup>, 2017 in Clearlake**

*The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.*



**Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56325.1**

**Public Comment**

Members of the public may address the Commission on items not appearing on the agenda, as well as any item that does appear on the agenda, subject to the following restrictions:

- matter jurisdiction.
- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).
- The total amount of time allotted for receiving public comment may be limited to 15 minutes.
- Any individual's testimony may be limited to 5 minutes. Time to address the Commission will be allocated on the basis of the number of requests received.

**Public Hearings**

Members of the public may address the Commission on any item appearing on the agenda as a Public Hearing. The Commission may limit any person's input to 5 minutes. Written statements may be submitted in lieu of or to supplement oral statements made during a public hearing.

**Agenda Materials**

Materials related to an item on this agenda submitted to the Commission after distribution of the agenda are available for review for public inspection at the City of Lakeport and City of Clearlake Community Development Departments office located at City Hall in Lakeport and Clearlake [such documents are also available on the Lake LAFCO website as noted below to the extent practicable and subject to staff's ability to post the documents prior to the meeting].

**Accessibility**

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting. The location of this meeting is wheelchair-accessible.

**Disclosure & Disqualification Requirements**

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Lake LAFCO must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660.

A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

**Contact LAFCO Staff** LAFCO staff may be contacted at (707) 592-7528 or by mail at Lake LAFCO c/o John Benoit, Executive Officer P.O. Box 2694, Granite Bay, CA 95746 or by email at [johnbenoit@surewest.net](mailto:johnbenoit@surewest.net) or by fax at (916) 797-7631. Agenda items are located on the Lake LAFCO Webpage at [www.lakelafco.org](http://www.lakelafco.org)

LAKE LOCAL FORMATION COMMISSION  
MINUTES  
May 17, 2017  
REGULAR MEETING

**Members Present:**

Stacey Mattina, City Member, Chair  
Moke Simon, County Member  
Tina Scott, County Member  
Joyce Overton, City Member  
Victoria Brandon, Special District Alternate  
Ed Robey, Public Member  
Suzanne Lyons, Public Alternate  
Jeff Smith, County Alternate  
Bruno Sabatier, City Alternate

**Staff Present:**

John Benoit, Executive Officer  
P. Scott Browne, Legal Counsel  
Kathleen Moran, Clerk-Analyst

**Absent:** Allen Gott, Special District Member, Gerry Mills, Special District Member, Vice-Chair.

**1. Call to Order**

Chair Mattina called the meeting to order at 9:30 a.m. in the Clearlake City Council Chambers. EO announced that Commissioners Mills and Gott will not be in attendance today.

**2. Selection of Public Member Alternate for Term ending May 5, 2021.**

EO spoke to the applications submitted by Kathleen Buscher and Incumbent Suzanne Lyons. He reviewed the appointment process for Public Member Alternate, specifically that there must be at least one affirmative vote from County, City and Special District representatives to approve a nomination.

Chair Mattina asked if Ms. Bucher was present, EO responded she was not. Chair asked if Ms. Lyons wished to make statement. Ms. Lyons spoke to her background and experience of four years on LAFCo, as well as other related committees.

Commissioner Robey noted Ms. Bucher has not previously attended meetings and is not present to speak to her qualifications. Commissioner Overton spoke to Ms. Lyons' experience and in support of her appointment. EO stated that Commissioner Gott also expressed support for Ms. Lyons.

Commissioner Overton nominated Suzanne Lyons for Public Member Alternate for a 4-year term effective May 5, 2017 through May 5, 2021. Motion carried by unanimous vote.

**3. Approval of Minutes**

Motion by Commissioner Robey, seconded by Commissioner Simon to approve the Minutes of the March 15, 2017 Regular Meeting. Motion carried.

**4. Public Comment – None.**

**5. Consent Agenda**

Motion by Commissioner Overton, seconded by Commissioner Simon to authorize payment of expenses for March and April 2017. Motion carried.

**6. Public Hearing regarding the 2017-2018 Final LAFCo Budget.**

EO opened discussion with a follow-up of key items from the March meeting.

**1. Reserve Fund**

Reserve remains at \$40,000. Lake LAFCo policy goal is a \$50,000 reserve, and Commissioners had expressed the desire to increase that amount to \$100,000 in the future. The current goal of \$50,000 would require an increase in contributions from the Cities, County and Districts. Brief discussion was held. Commissioners expressed concern with any increase and spoke to a decrease in tax revenue due to the fire and the fiscal impact that has had on the cities and County. EO noted another option would be to utilize the larger than anticipated carryover this year toward the reserve instead of increasing the contributions from the cities, County and Districts. EO stated he will know that the carryover amount in September.

**2. Meeting stipend for Counsel**

As discussed previously, Mr. Browne's current contract provides for \$175/hr. Standard litigation rate for in-house Counsel is \$225/hr. Discussion was held. Upon an advisory vote of the Commission, Chair directed amended contract for an in-house litigation rate of \$225.00/hr be agendized for consideration.

**3. Cost of MSR preparations**

EO's current contract is \$82.50/hr for MSR Preparation. As directed EO polled comparable counties. \$105.00/hr is the average rate. Discussion was held. Upon advisory vote of the Commission, EO was directed to agendize contract amendment changing the rate to \$100.00/hr for July meeting.

EO spoke to anticipated grant funds from the State Water Resources Control Board for MSR and SOI preparation, as well as a contribution from Hidden Valley Lakes for MSR preparation, however, funds cannot be budgeted unless received.

EO reviewed some projects currently in the preliminary stages. Commissioner Robey asked about the probability of the annexation of South Lakeport or other projects that may cause additional work for the Commission. EO responded that he has not received an application for the project.

10:06 a.m. Commissioner Smith is present.

10:08 a.m. Chair asked if there were any other questions or comments and hearing none, closed the Public Hearing and called for the question.

Motion by Commissioner Overton, seconded by Commissioner Scott to adopt Resolution #2017-0005, a Resolution of the Lake Local Agency Formation Commission Adopting a Final Budget for FY 2017-2018. Resolution passed and adopted by the following vote:

AYES: Commissioners Brandon, Overton, Scott, Mattina, Robey and Simon.

NOES: None.

ABSENT: Commissioners Gott and Mills.

**7. Report on Calafco Staff Workshop in Fresno**

Counsel reported on the meeting and workshops. He stated the meetings and workshops were very good, and that he received a lot of good information.

**8. AB 464**

Counsel reported the bill is moving forward. He thanked Commissioner Brandon for her efforts in the preliminary stages.

**9. Executive Officer's report on Key Projects**

- a. Adams Springs and Cobb Service Review and Sphere of Influence – consolidation of districts. Kickoff meeting is set to happen soon. The various agencies are coming together to work on it. EO will do Service Review and Sphere of Influence update.
- b. Hidden Valley Lake Service Review and Sphere of Influence. EO has completed and submitted to District for their initial review. It includes Valley Oaks Subdivision.
- c. Edmands Reclamation District Dissolution – final documents record today.
- d. Peschon Annex to the Callayomi Co. Water District – final documents record today.
- e. Hodges Annexation to the Finley Water District (CSA #6) -EO has begun work.
- f. Spring Valley Distribution Annex (CSA #2) - documents filed with State Board of Equalization.

**10. Counsel's Report (Previously covered in Agenda items 7 & 8)**

**11. Commissioner Reports**

Commissioner Lyons asked about the status of the Storm Water Commission, specifically if they were active and meeting. Ms. Lyons noted that both she and

Commissioner Overton were involved and have seen no action yet. Commissioners Scott and Simon to check with the County.

**12. Correspondence – None.**

10:24 a.m. Meeting adjourned.

**Next regular meeting:** Wednesday July 19, 2017 in Lakeport.

By: \_\_\_\_\_  
Kathleen Moran, Clerk

# Lake Local Agency Formation Commission

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## CLAIMS

May and June 2017

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
4.16.17-5.15.17	Browne Legal	\$ 525.00
June 1, 2017	Staff Services & HVL May 2017	\$ 4,597.67
June 1, 2017	HVLCSD,CAWD and files	\$ 2,781.50
5.16. 2017- 6.15.17	Browne Legal	\$ 525.00
May 17, 2017	Meeting Stipend	\$ 540.00
July 1, 2017	Staff Svcs May 2017	\$ 4,890.67
July 1, 2017	HVLCSD MSR-SOI & Mapping	\$ 1,278.75
July 1, 2017	Calafco 17-18 Dues (fy17-18)	\$ 899.00
TOTAL:		\$ 16,010.59

DATED: July 19, 2017

APPROVED: July 19, 2017

\_\_\_\_\_  
Stacey Mattina, Chair or Gerry Mills, Vice-Chair  
Lake Local Agency Formation Commission

Attest:

\_\_\_\_\_  
John Benoit  
Executive Officer



[illegible]

[illegible]

LAFCO OF LAKE COUNTY  
THIRD AMENDMENT TO AGREEMENT FOR  
LEGAL SERVICES

This is the Third Amendment to the Agreement for Legal Services between the Lake Local Agency Formation Commission, a public agency, and P. Scott Browne, Attorney at Law, dated July 21st, 2004, first amended on July 18, 2007 and second amended on May 20, 2015.

Section II, Paragraph B is amended to read in its entirety as follows:

**B. Compensation for Litigation** Contractor shall be paid at a rate of Two-Hundred Twenty-Five Dollars (\$225.00) per hour for litigation effective July 1, 2017.

Except as specifically set forth herein, all remaining terms and conditions of the Agreement for Professional Services dated July 21<sup>st</sup>, 2004, and the hereinabove referenced amendments thereto shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on July \_\_, 2017.

LAFCo

CONTRACTOR

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
P. Scott Browne, Contractor

APPROVED AS TO FORM:



\_\_\_\_\_  
P. Scott Browne, LAFCO Counsel

LAFCO OF LAKE COUNTY  
FOURTH AMENDMENT TO AGREEMENT FOR  
THE PROVISION OF LAFCO STAFF SERVICES

This is the Third Amendment to the Agreement for the Provision of LAFCo Staff Services between the Lake Local Agency Formation Commission, a public agency, and John Benoit, Contractor, dated January 13<sup>th</sup>, 2003, first amended on July 20, 2005, second amended on July 1, 2007 and third amended on May 20, 2015.

Exhibit A, which references Contractor's hourly rate for special projects, is amended to read in its entirety as follows:

**Exhibit A**

Hourly Rate Schedule for Special Projects

John Benoit

Hourly Rate: \$100 per hour

Other Consultants

Rate as charged to Benoit and approved by Commission in proposal plus 10% administrative expense

Except as specifically set forth herein, all remaining terms and conditions of the Agreement for Executive Officer Services dated January 13<sup>th</sup>, 2003, and the hereinabove referenced amendments thereto shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on July 1, 2017.

LAFCo

CONTRACTOR

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
John Benoit, Contractor

APPROVED AS TO FORM:



P. Scott Browne, LAFCO Counsel

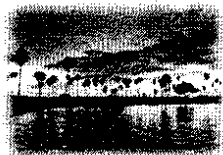


# Announcing The 2017 CALAFCO Annual Conference

Hosted by CALAFCO

**October 25-27, 2017**

Bahia Hotel in Mission Bay  
San Diego, CA



## Value-Added and Diverse General & Breakout Session Topics

- ▶ Branding and marketing your LAFCo - Your LAFCo story - don't let someone else tell it!\*
- ▶ Presentation of public statewide LAFCo survey results and what that means for LAFCos - where do we go from here?\*
- ▶ Long-term sustainability of local agencies
- ▶ Future funding of LAFCos
- ▶ Dealing with unincorporated islands
- ▶ Healthcare districts and LAFCos
- ▶ Commission decision making - making the tough choices
- ▶ What do Commissioners and Staff really want from each other?
- ▶ Making the right choices ethically\*
- ▶ Annual CALAFCO Legislative Update\*
- ▶ CALAFCO Annual Business Meeting\*

*Plus more!*

Note: The Program is subject to change.

\*Indicates General Session

## Special Highlights

### Mobile Workshop

We will tour the nation's largest desalination plant in Carlsbad at the San Diego Water Authority's Claude "Bud" Lewis Desalination Plant. This award winning plant delivers approx. 50 million gallons of water per day to area residents. We are also working on a tour of the adjacent Encina Power Station. A stop for lunch is also planned. Details will be announced shortly - but register now to secure your seat!

**Wednesday from  
7:30 a.m. to 12:30 p.m.**  
(times approx.)

### LAFCo 101

An introduction to LAFCo and LAFCo law for Commissioners, Staff, and anyone interested in learning more about LAFCo

**Wednesday from  
10:00 a.m. to Noon**

**Thursday Luncheon  
Keynote**

**To Be Announced**

## Invaluable Networking Opportunities

- ▶ Regional Roundtable discussions on current regional LAFCo issues
- ▶ Roundtable discussions for LAFCo legal counsel
- ▶ Pre-dinner Reception with Sponsors Thursday
- ▶ Networking breakfasts and breaks
- ▶ Welcome Reception Wednesday
- ▶ Awards Banquet Thursday



Bahia Hotel Mission Bay



Make your reservations now at the **Bahia Hotel** Mission Bay at the special CALAFCO rate of \$125. Special rates available 3 days pre and post-conference on availability. Reservation cutoff date is 9/22/17. Reserve your room at

<http://bahiahotel.com/groups/CALAFCO/>

Visit [www.calafco.org](http://www.calafco.org) for Conference details or call us at 916-442-6536.

**Mark your calendar and  
plan to attend!**



**Registration is now open!  
Visit [www.calafco.org](http://www.calafco.org)**



**Date:** 5 July 2017

**To:** LAFCo Commissioners and Staff  
CALAFCO Members  
Other Interested Organizations

**From:** CALAFCO Achievement Awards Committee

**Subject:** **2017 CALAFCO Achievement Award Nominations**



Each year, CALAFCO recognizes outstanding achievements by dedicated and committed individuals and/or organizations from throughout the state at the Annual Conference Achievement Awards Ceremony.

Recognizing individual and organizational achievements is an important responsibility. It provides visible recognition and support to those who go above and beyond in their work to advance the principles and goals of the Cortese-Knox-Hertzberg Act. We invite you to use this opportunity to nominate the individuals and organizations you feel deserve this important recognition. ***Please carefully review the nomination instructions.***

To make a nomination, please use the following procedure:

1. Nominations may be made by an individual, a LAFCo, a CALAFCO Associate Member, or any other organization. There is no limit to the number of nominations you can submit.
2. Please use a separate form (attached) for each nomination. Nominations must be submitted with a completed nomination form. The form is your opportunity to highlight the most important points of your nomination.
3. Nominations must be limited to no more than 1500 words or 3 pages in length maximum. You are encouraged to write them in a clear, concise and understandable manner. If the Awards Committee members require additional information, you will be contacted with that request.
4. All supporting information (e.g. reports, news articles, etc.) must be submitted with the nomination. Please limit supporting documentation to no more than 5 pages. If the Awards Committee members require additional information, you will be contacted with that request.
5. All nomination materials must be submitted at one time and must be received by the deadline. Electronic submittals are encouraged.
6. **Nominations and supporting materials must be received no later than 5:00 p.m., Thursday, August 31, 2017.** Send nominations via e-mail, or U.S. mail to:

Stephen Lucas, CALAFCO Executive Officer  
c/o Butte LAFCo  
1453 Downer Street, Suite C  
Oroville, CA 95965  
slucas@calafco.org

Members of the 2017 CALAFCO Board of Directors Awards Committee are:

*Ricky Samayoa*, Committee Chair (Yuba LAFCo, Northern Region)  
*Mike Kelley* (Imperial LAFCo, Southern Region)  
*Gerard McCallum* (Los Angeles LAFCo, Southern Region)  
*John Marchand* (Alameda LAFCo, Coastal Region)  
*Anita Paque* (Calaveras LAFCo, Central Region)

rsamayoa@calafco.org  
mkelley@calafco.org  
gmccallum@calafco.org  
jmachand@calafco.org  
apaque@calafco.org

Please contact Steve Lucas, CALAFCO Executive Officer, at slucas@calafco.org or (530) 538-7784 with any questions. A list of the previous Achievement Award recipients is attached to this announcement.



## 2017 Achievement Award Nominations

### CALAFCO ACHIEVEMENT AWARD CATEGORIES

CALAFCO recognizes excellence within the LAFCo community and the full membership by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are being accepted until **Thursday, August 31, 2017** in the following categories:

<b>Outstanding CALAFCO Member</b>	Recognizes a CALAFCO Board Member or staff person who has provided exemplary service during the past year.
<b>Distinguished Service Award</b>	Given to a member of the LAFCo community to recognize long-term service by an individual.
<b>Most Effective Commission</b>	Presented to an individual Commission to recognize innovation, streamlining, and/or initiative in implementing LAFCo programs; may also be presented to multiple Commissions for joint efforts.
<b>Outstanding Commissioner</b>	Presented to an individual Commissioner for extraordinary service to his or her Commission.
<b>Outstanding LAFCo Professional</b>	Recognizes an Executive Officer, Staff Analyst, or Legal Counsel for exemplary service during the past year.
<b>Outstanding LAFCo Clerk</b>	Recognizes a LAFCo Clerk for exemplary service during the past year.
<b>Outstanding CALAFCO Associate Member</b>	Presented to an active CALAFCO Associate Member (person or agency) that has advanced or promoted the cause of LAFCOs by consistently producing distinguished work that upholds the mission and goals of LAFCOs, and has helped elevate the roles and mission of LAFCOs through its work. Recipient consistently demonstrates a collaborative approach to LAFCo stakeholder engagement.
<b>Project of the Year</b>	Recognition for a project-specific program that involved complex staff analysis, community involvement, or an outstanding solution.
<b>Government Leadership Award</b>	Presented to a decision-making body at the city, county, special district, regional or state level which has furthered good government efforts in California.
<b>Legislator of the Year</b>	Presented to a member of the California State Senate or Assembly in recognition of leadership and valued contributions in support of LAFCo goals. Selected by CALAFCO Board.
<b>Mike Gotch Courage and Innovation in Local Government Award</b>	Presented to an individual who has taken extraordinary steps to improve and innovate local government. This award is named for Mike Gotch: former Assembly Member, LAFCo Executive Officer and CALAFCO Executive Director responsible for much of the foundations of LAFCo law and CALAFCO. He is remembered as a source of great inspiration for staff and legislators from throughout the state.
<b>Lifetime Achievement Award</b>	Recognizes any individual who has made extraordinary contributions to the LAFCo community in terms of longevity of service, exemplary advocacy of LAFCO-related legislation, proven leadership in approaching a particular issue or issues, and/or demonstrated support in innovative and creative ways of the goals of LAFCOs throughout California. At a minimum, the individual should be involved in the LAFCo community for at least ten years.

July 6, 2017

**To:** Local Agency Formation Commission  
Members and Alternate Members

**From:** John Leopold, Committee Chair  
CALAFCO Board Election Committee  
CALAFCO Board of Directors

**CALAFCO**



**RE: Nominations for 2017/2018 CALAFCO Board of Directors**

Nominations are now open for the fall elections of the CALAFCO Board of Directors. Serving on the CALAFCO Board is a unique opportunity to work with other commissioners throughout the state on legislative, fiscal and operational issues that affect us all. The Board meets four to five times each year at alternate sites around the state. Any LAFCo commissioner or alternate commissioner is eligible to run for a Board seat.

CALAFCO's Election Committee is accepting nominations for the following seats on the CALAFCO Board of Directors:

**Northern Region**

County Member  
District Member

**Central Region**

City Member  
Public Member

**Coastal Region**

City Member  
Public Member

**Southern Region**

County Member  
District Member

The election will be conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 26, 2017 at the Bahia Hotel Mission Bay in San Diego, CA.

Please inform your Commission that the CALAFCO Election Committee is accepting nominations for the above-cited seats until **Monday, September 25, 2017**.

Incumbents are eligible to run for another term. Nominations received by September 25 will be included in the Election Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than October 11 and ballots made available to Voting Delegates at the Annual Conference. Nominations received after this date will be returned; however, nominations will be permitted from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

For those member LAFCos who cannot send a representative to the Annual Meeting an electronic ballot will be made available if requested in advance. The ballot request must be made no later than Monday, September 25, 2017. Completed absentee ballots must be returned by October 23, 2017.

***Should your Commission nominate a candidate, the Chair of your Commission must complete the attached Nomination Form and the Candidate's Resume Form, or provide the specified information in another format other than a resume. Commissions may also include a letter of recommendation or resolution in support of their nominee.***

***The nomination forms and materials must be received by the CALAFCO Executive Director no later than Monday, September 25, 2017.***



The counties in each of the four regions consist of the following:

**Northern Region**

Butte  
Colusa  
Del Norte  
Glenn  
Humboldt  
Lake  
Lassen  
Mendocino  
Modoc  
Nevada  
Plumas  
Shasta  
Sierra  
Siskiyou  
Sutter  
Tehama  
Trinity  
Yuba

**CONTACT:** Steve Lucas  
Butte LAFCo  
slucas@buttecounty.net

**Southern Region**

Orange  
Los Angeles  
Imperial  
Riverside  
San Bernardino  
San Diego

**CONTACT:** Carolyn Emery  
Orange LAFCo  
cemery@oclafco.org

**Coastal Region**

Alameda  
Contra Costa  
Marin  
Monterey  
Napa  
San Benito  
San Francisco  
San Luis Obispo  
San Mateo  
Santa Barbara  
Santa Clara  
Santa Cruz  
Solano  
Sonoma  
Ventura

**CONTACT:** David Church  
San Luis Obispo LAFCo  
dchurch@slolafco.com

**Central Region**

Alpine  
Amador  
Calaveras  
El Dorado  
Fresno  
Inyo  
Kern  
Kings  
Madera  
Mariposa  
Merced  
Mono  
Placer  
Sacramento  
San Joaquin  
Stanislaus  
Tulare  
Tuolumne  
Yolo

**CONTACT:** Kris Berry, Placer LAFCo  
kberry@placer.ca.gov

## Board of Directors 2017/2018 Nominations Form

### *Nomination to the CALAFCO Board of Directors*

In accordance with the Nominations and Election Procedures of CALAFCO,

\_\_\_\_\_ LAFCo of the \_\_\_\_\_ Region

Nominates \_\_\_\_\_

for the (check one)    ☐ City    ☐ County    ☐ Special District    ☐ Public

Position on the CALAFCO Board of Directors to be filled by election at the next Annual  
Membership Meeting of the Association.

\_\_\_\_\_  
LAFCo Chair

\_\_\_\_\_  
Date

#### **NOTICE OF DEADLINE**

Nominations must be received by **September 25, 2017**  
to be considered by the Recruitment Committee. Send  
completed nominations to:  
CALAFCO Recruitment Committee  
CALAFCO  
1215 K Street, Suite 1650  
Sacramento, CA 95814



## State of California

# LITTLE HOOVER COMMISSION

Witnesses at Little Hoover Commission's August and October 2016 public hearings and participants at the November 2016 advisory committee proposed numerous recommendations for consideration. At various business meetings in 2017, the Commission discussed these and other potential recommendations. A summary of potential recommendations currently under consideration follows.

The June 22 roundtable discussion has been convened to consider if these recommendations are helpful, can be implemented or might have unintended consequences. The Commission also welcomes discussion on alternative suggestions. The primary focus of the roundtable meeting discussion will be on the recommendations related to governance and transparency, although potential recommendations focusing on climate change adaptation and healthcare districts also are included in this summary.

### GOVERNANCE - POTENTIAL RECOMMENDATIONS

- The Legislature, in committee hearings and floor votes, as well as the Governor in bill signings, should curtail a growing practice of introducing bills to override LAFCO deliberative processes and decide local issues regarding special district boundaries and operations.
- The Legislature should provide one-time grant funding to pay for specified LAFCO activities, particularly to fund certain critical Municipal Service Reviews (MSRs) and to incentivize LAFCOs or smaller special districts to develop and implement dissolution or consolidation plans with timelines for expected outcomes. This grant process potentially could be overseen by the Governor's Office of Planning and Research. Funding should be tied to process completion and results, including enforcement authority for corrective action and consolidation.
- Alternatively or additionally, augment the existing LAFCO funding formula by allocating a certain percentage of local property taxes to fund LAFCOs as suggested in testimony from the California Association of Local Agency Formation Commissions (CALAFCO).
- After conducting a Municipal Service Review and finding dissolution or consolidation of special districts is warranted, provide LAFCOs the authority to initiate dissolutions or consolidations with a higher threshold for a public vote.
- Require special districts to hold a public hearing on findings and recommendations after the completion of a Municipal Service Review.
- The Legislature should provide LAFCOs the statutory authority to do reviews of inactive districts throughout California and dissolve them without the action being subject to protest and a costly election process. SB 448 (Wlekowski) would implement this recommendation. The bill was unanimously adopted by the Senate in May 2017, and currently is under consideration by the Assembly. As currently written, the bill also would require each county tax bill to list special district taxes and would require the State Controller, by 2019, to annually publish a list of all special districts in California.
- The Legislature should strengthen LAFCOs by easing a process to add special district representatives to the 28 county LAFCOs where districts have no voice.
- The Legislature should adopt legislation to give LAFCO members fixed terms, to ease political pressures in controversial votes and enhance the independence of LAFCOs.

## **TRANSPARENCY – POTENTIAL RECOMMENDATIONS**

- Every LAFCO website should provide basic information and links to all of the special districts within each county service area, including a standardized dashboard reflecting revenues from property taxes and user fees, debt service and fund balance changes.
- Every special district should have a published policy for reserve funds, including the size and purpose of reserves and how they are invested.
- Every special district should have a website that provides the following information in an easy-to-understand format:
  - ✓ Name, location, contact data
  - ✓ Services provided
  - ✓ Governing body, including election information and the process for constituents to run for board positions
  - ✓ Compensation details – total staff compensation, including salary, pensions and benefits
  - ✓ Compensation details for the five staff with highest compensation (including salary, benefits, pensions, loans, annual leave balances, annual travel expenses)
  - ✓ Budget (including revenues and expenditures, bond debt and the source of revenues, including fees, property taxes and other assessments, as well as other revenue)
  - ✓ Reserve fund policy
  - ✓ An explanation of how the revenue sources are consistent with state law and do not constitute a permissible tax
  - ✓ Geographic area served and demographic data based on available census data
  - ✓ Average and median customer fees and other customer charges
  - ✓ Description of relationship and coordination with other local government agencies
  - ✓ Copy of most recent Municipal Service Review
  - ✓ Copy of most recent annual report provided to the State Controller's Office
  - ✓ State and local agencies providing oversight of operations, compliance with state laws and financial reporting and audits and frequency of such reviews and links to the oversight bodies websites
- The California Special Districts Association, working with experts in public outreach and engagement, should develop best practices for independent special district outreach to the public on opportunities to serve on boards and special district elections including election results and voter participation data.
- The State Controller's Office should disaggregate information provided by independent special districts from dependent districts, nonprofits and joint powers authorities on its By the Numbers and Employee Compensation websites. (SB 448 would require the State Controller to list all special districts on its website by 2019.)
- The State Controller's Office should standardize definitions of special district financial reserves for state reporting purposes.
- The Secretary of State, working with county, city and special district representatives and the State Controller, should streamline or consolidate its public agency reporting requirements.

## **CLIMATE CHANGE ADAPTATION – POTENTIAL RECOMMENDATIONS**

- The Legislature should place a requirement in statute that special districts formally include climate adaptation and climate mitigation as key operational considerations within their governing documents and missions.
- The California Special Districts Association (CSDA), in conjunction with its member districts, should document and share climate adaptation experiences with the Integrated Climate Adaptation and Resilience Program's adaptation information clearinghouse being established within the Governor's Office of Planning and Research (OPR). Similarly, CSDA and member districts should step up engagement in the state's current Fourth Assessment of climate threats, a \$5 million state research project designed to support the implementation of local adaptation activities. The CSDA also should promote climate adaptation information sharing among its members to help districts with fewer resources plan for climate impacts and take actions.
- The Legislature should replicate statewide a program established by Oakland-based East Bay Municipal Utility District, in which real estate transactions trigger an inspection of sewer lines on the property and require repairs if broken. Or, as an alternative, it should commission a study of costs versus benefits – possibly by a university or the appropriate state department. Such a study would build long-term support, if feasible, for legislation.
- State regulatory agencies should explore the beginnings of a new regulatory framework and adaptive approach that incorporates moveable baselines when defining a status quo as climate impacts mount.
- The California Special Districts Association, and special districts, as some of the closest-to-the-ground local governments in California, should step up public engagement on climate adaptation, and inform and support people and businesses to take actions that increase their individual and community-wide defenses.
- The California Special Districts Association and special districts should lead efforts to seek and form regional partnerships to maximize climate adaptation resources and benefits.

## **HEALTHCARE DISTRICTS – POTENTIAL RECOMMENDATIONS**

- The Legislature should work with the Association of California Healthcare Districts to enact proposals the association developed in 2016 to accomplish these two objectives:
  - ✓ Update the 1945 legislative "practice acts" that enabled voters to create local hospital districts, renamed healthcare districts in the early 1990s. Experts widely agree that statutory language in the acts no longer reflects rapid changes in healthcare during the past half century, especially regarding roles of healthcare districts without hospitals.
  - ✓ Make healthcare districts directly respond to local healthcare needs by conducting needs assessments every three years and demonstrate annually how they are addressing those needs. This information will be shared with the local LAFCO that oversees the district.

- The Legislature, which has been increasingly inclined to override local LAFCO processes to press changes on healthcare districts, should defer these decisions to LAFCOs, which in statute already have that responsibility.
- The Association of California Healthcare Districts and its member districts should step up efforts to define and share best practices among themselves.