

# **Lake Local Agency Formation Commission**

## **Regular Meeting Agenda**

**May 16, 2018 -- 9:30 am**

**City of Clearlake – City Council Chambers**

14050 Olympic Dr. Clearlake, California

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

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

### **Commissioners**

Gerry Mills, Chair (Special Dist.)  
Vacant (Special District)  
Ed Robey, (Public Member)  
Bruno Sabatier (City)  
Moke Simon (County)  
Tina Scott (County Member)  
Stacey Mattina (City)

### **Staff**

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

### **Commission Alternate Members**

Victoria Brandon (Spec. District Alternate)  
Suzanne Lyons (Public Alternate)  
Jeff Smith (County Alternate)  
Kenneth Parlet (City Alternate)

1. **Call to Order – Roll Call**
2. **Approval of Minutes – March 21, 2018**

*Action: Approve March 21, 2018 minutes*

3. **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.

4. **Consent Agenda**

*Action: Review and authorize payment of expenses for March and April 2018*

## **PUBLIC HEARINGS:**

- 5. Cobb Area Multi-Water Systems Reorganization thereby amending the Boundary of the Cobb Area County Water District to include the service areas of the Adams Springs Water District, Alpine Meadows Water System, Pine Grove Water System, County Service Area 7, County Service Area 18, County Service Area 22; and [annexing the territory, properties, and all associated customers served by the] Branding Iron Mutual Water Company, and Hill 9 and 10 Mutual Water Association. And the dissolution of the Adams Springs Water District, County Service Area 7 (Bonanza Springs), County Service Area 18 (Starview), and County Service Area 22 (Mt. Hannah)**
  - a. Review Executive Officer's Report and Conduct Public Hearing*
  - b. Consider Resolution 2018-0004 Dissolving the Adams Springs Water District, County Service Area 7 (Bonanza Springs), County Service Area 18 (Starview), and County Service Area 22 (Mt. Hannah) consisting of 2,536.41-acres more or less.*
  - c. Consider Resolution 2018-0005 amending the Boundary of the Cobb Area County Water District to include the service areas of the Adams Springs Water District, Alpine Meadows Water System, Pine Grove Water System, County Service Area 7, County Service Area 18, County Service Area 22; and [annexing the territory, properties, and all associated customers served by the] Branding Iron Mutual Water Company, and Hill 9 and 10 Mutual Water Association consisting of 2,955.31-acres more or less.*
- 6. 2018-2019 Final LAFCo Budget**
  - a. Review Executive Officer's report, Conduct Public Hearing and Consider Resolution 2018-0006 adopting a final LAFCo Budget for Fiscal Year 2018-2019.*

## **OTHER BUSINESS**

- 7. Letters of Support for AB 3254 and AB 2258**
  - a. AB 3254 Calafco Omnibus Bill
  - b. AB 2258 Special Funding for LAFCos
- 8. Review of Calafco Staff Workshop – April 11<sup>th</sup> – April 13<sup>th</sup>**
- 9. Executive Officer' s report.**

700 Forms were due April 2<sup>nd</sup>, 2018  
Consolidated Redevelopment Oversight Committee due June 1, 2018  
Special District member nominations due June 15, 2018

Hodges Annex to Finley Completed

10. **LAFCo Counsel's report**

11. **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.*

12. **Correspondence: Yolo Habitat Conservancy**

13. **Closed Session**

<p><i>Subject: Performance Evaluation May 2017 – May 2018</i> <i>Title: LAFCO Counsel</i></p>
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14. **Adjourn to LAFCO's next regular meeting: Wednesday July 18, 2018 in Lakeport**

*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  
March 21, 2018 Regular Meeting

Members Present

Gerry Mills, Chair, Special Districts  
Moke Simon, County Member  
Bruno Sabatier, City Member  
Ed Robey, Public Member  
Tina Scott, County Member  
Victoria Brandon, Special District Alternate  
Suzanne Lyons, Public Member Alternate

Staff Present

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

Absent: Allen Gott, Vice-Chair, Special Districts, Stacy Mattina, City Member,  
Jeff Smith, County Alternate, Ken Parlet, City Alternate.

1. **Call to Order** - Chairman Mills called meeting to order at 9:38 a.m. at the City of Lakeport Council Chambers.
2. **Approval of Minutes** - Motion by Commissioner Sabatier, seconded by Commissioner Scott to approve the Minutes of the January 17, 2018 Regular Meeting. Motion carried.
3. **Public Comment** – The Chair called for a period of public comment. None were heard.
4. **Consent Agenda** - Motion by Commissioner Robey seconded by Commissioner Sabatier to authorize payment of expenses for January and February 2018. Motion carried.

**PUBLIC HEARINGS:**

**5. Cobb Area Multi-Water Systems Reorganization and Service Review and Sphere of Influence update**

Present: Ben Murphy, General Manager, Cobb Area Water District  
Jan Coppinger, Lake County Special Districts

EO recapped the Workshop held on January 17, 2018. A draft was distributed at that time. The draft has been revised to incorporate comments and changes made as a result of the Workshop. The Sphere of Influence includes an increased (Annexable) Sphere of Influence for the Cobb Area County Water District to include the other water service providers in the Cobb Area and a zero sphere of influence for the Adams Springs Water District, and County Service Areas 7 (Bonanza Springs), 18 (Starview) and 22 (Mt. Hannah).

Commissioner Sabatier asked about growth potential in the area once the project is completed and if such actions would fit into the current General Plan or Community Growth Boundaries. EO responded with how the process would occur should the existing policies require amendments. Mr. Murphy

responded that the reorganization is Phase I of a long-range plan. As for growth, he noted that the areas involved are either mostly full or under recovery from the fires.

Ms. Cawn provided information on the May 1989 Area Plan with regard to the Cobb Area.

Mr. Murphy spoke to some of the funding sources in process for the project and the need to secure additional funding.

Discussion was held. All Commissioners expressed support for the project.

Motion by Commissioner Sabatier, seconded by Commissioner Scott to adopt Resolution 2018-0001 of the Lake Local Agency Formation Commission Approving a Municipal Service Review of Services Provided by the Cobb Area County Water District, the Adams Springs Water District, and County Service Areas 7 (Bonanza Springs), 18 (Starview) and 22 (Mt. Hannah) including the surrounding area and Adopting Written Determinations Thereon. Resolution passed and adopted by the following vote:

AYES: Commissioners Simon, Sabatier, Robey, Scott, and Brandon.

NOES: None.

ABSENT: Commissioners Gott and Mattina.

Motion by Commissioner Robey, seconded by Commissioner Brandon to adopt Resolution No. 2018-0002, a Resolution Making Determinations and Approving a Sphere of Influence Update for the Cobb Area County Water District, the Adams Springs Water District, and County Service Areas 7 (Bonanza Springs), 18 (Starview) and 22 (Mt. Hannah). Resolution passed and adopted by the following vote:

AYES: Commissioners Simon, Sabatier, Robey, Scott and Brandon.

NOES: None.

ABSENT: Commissioners Gott and Mattina.

## **6. 2018-2019 Proposed LAFCo Budget**

EO reviewed budget and stated that it is \$27 more than last year. The "Work Program" document included in the Agenda Packet provides a detailed line-item account of proposed expenditures and revenues. Chairman Mills asked about the Commissioner development. EO responded that the proposed budget includes funding for at least three attendees to Calafco, which will be held at the Tenaya Lodge near Yosemite this year.

Motion by Commissioner Brandon, seconded by Commissioner Sabatier to adopt Resolution no 2018-0003 A Resolution of the Lake Local Agency Formation Commission Adopting a Proposed Budget for 2018-2019. Resolution passed and adopted by the following vote:

AYES: Commissioners Simon, Sabatier, Robey, Scott and Brandon.

NOES: None.

ABSENT: Commissioners Gott and Mattina.

**7. Executive Officer's report.**

- 700 Forms are due by April 2, 2018
- Hodges Annexation to Finley
- Commissioner Gott is relocating from the area and had he been able to be here today it would have been his last meeting. EO will notify Special Districts that a new representative is needed.
- EO spoke to CALlafco Whitepaper on State of Art of Ag Preservation. EO to place on a future agenda for discussion.

**8. Counsel's Report** – None.

**9. Commissioner Reports** – None.

**10. Correspondence** – None.

**11. Closed Session Annual Performance Evaluation for Executive Officer**

10:19 a.m. Chairman Mills convened a Closed Session and reconvened in open session at 10:38 a.m.

Mr. Browne announced that the Commission convened in Closed Session for the purpose of reviewing the Annual Performance Evaluation for the Executive Officer, John Benoit and that the evaluation was satisfactory.

10:40 a.m. Meeting Adjourned.

Next regular meeting Wednesday, May 16, 2018 in Clearlake

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

# Lake Local Agency Formation Commission

#4

## CLAIMS March and April 2018

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
2.16.18-3.15.18	Browne Legal	\$ 525.00
April 1, 2018	Staff Services March 2018	\$ 7,236.96
3.16. 2018- 4.15.18	Browne Legal & Calafco Wkshp	\$ 2,061.65
Mar 21, 2018	Meeting Stipend	\$ 420.00
April 1, 2018	Co. Surveyor Costs Cobb Reorg	\$ 818.88
May 1, 2018	Staff Svcs April 2018	\$ 7,756.17
Apr 30, 2018	Record Bee/Cobb Reorg	\$ 250.32
May 1, 2018	Auditor Reimb 17-18 IDC	\$ 2,500.00
TOTAL:		\$ 21,568.98

DATED: March 21, 2018

APPROVED: March 21, 2018

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Gerry Mills, Chair  
Lake Local Agency Formation Commission

Attest:

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John Benoit  
Executive Officer







**LAKE LAFCO**  
**EXECUTIVE OFFICER'S REPORT**

Item # 6

May 16, 2018

TO: Local Agency Formation Commission  
FROM: John Benoit, Executive Officer  
RE: Final Budget for FY 2018-2019

A proposed budget and Budget Justification Report were submitted for consideration at the March 21, 2018 budget hearing. The proposed budget was adopted and there have been no events requiring changes during that time.

Please refer to the aforementioned Budget Justification Report for detailed information on each of the items below.

**SUMMARY OF EXPENSES:**

Commission Stipend Commission allocated \$5,280 for this item. This is adequate to cover Commissioner stipends at \$60.00 per member, per attended meeting for 8 regularly scheduled meetings during fiscal year 2018-2019. No change from prior year.

Supplies \$250 allocated. No change from prior year.

Memberships The Commission recommended in its proposed budget \$926.00 for Calafco dues, a slight increase over this year.

Books and Periodicals \$200.00 allocation to cover the cost of incidental publications, when needed. No change from prior year.

Attorney Contracts The Commission recommended in its proposed budget \$18,633.00 for this item. This figure assumes LAFCO Counsel can attend up to 8 LAFCO meetings.

Clerk/Analyst Support The Commission recommended in its proposed budget \$4,000.00 for this item. This is assuming the Commission meets up to 8 times next fiscal year.

Office Expenses \$7,000 allocation, same as prior year. Amount based on \$550 per month. Includes communications, computer, phones, most copy and postage costs (notwithstanding changes of organization requiring multiple public notices, mileage and misc. office expenses.) No change from last year.

Staff Office Services [Executive Officer Services] The Commission recommended in its proposed budget \$48,488.00 for this item. Notwithstanding a very complex

reorganization or incorporation project for Lake LAFCO, this amount should cover LAFCO administration. Complex projects would be fee supported thereby increasing revenue to LAFCO to offset an increase in this expenditure. No change from last year.

Legal Notices/Publications Commission recommended \$1,000 based on number of anticipated projects and related publication costs. No change from last year.

Transportation/travel \$5,500 This includes miscellaneous mileage and travel, lodging for the Calafco Annual Conference near Yosemite on October 3-8, 2018, and is based on attendance by three or four Lake LAFCo representatives as discussed at the March 21st meeting.

Conference Registration \$2,500 Registration for four attendees for Calafco conference in San Diego, CA and LAFCo staff workshops

Insurance \$1,400 allocated. No change from prior year.

Records Retention and Mapping As discussed at the March 17, 2017 meeting \$6,000 was allocated for mapping and for processing and scanning Lake County's LAFCo files, to be conducted in accordance with LAFCo's adopted Records Retention Policy.

Web Site Maintenance Commission recommended \$150 for site maintenance, updates, and changes. No change from prior year.

Auditor Agreement Commission recommended \$2,500 for this item per agreement with the County Auditor. No change from prior year.

Sphere of Influence Updates Commission allocated \$10,000 for Sphere of Influence updates as required by the LAFCO Act. No change from prior year.

Municipal Service Reviews Commission allocated \$21,000 to initiate and continue Service Reviews for the upcoming year.

Contingency Fund \$10,000.00

General Reserve \$50,000 allocated to General Fund Reserves. An increase of \$10,000 from prior year.

## SUMMARY OF ANTICIPATED REVENUE

The Commission recommended in its proposed budget anticipated revenue of \$10,000. To help reduce general fund contributions by the Cities, Districts and the County unanticipated revenues have been placed into expenditures for municipal service reviews and sphere updates.

The Final Expenditure Budget will be \$194,827.00 (including a \$50,000 reserve and \$10,000 contingency), the amount to be requested from the Cities, the County and the Independent Special Districts will be \$114,827.00. The apportionment will be: Cities – 33%, County - 33%, and Independent Special Districts – 33%.

### **Recommendation:**

- a. Review, discuss, amend, and consider the 2018-2019 Final Budget. A budget justification report for FY 2018-2019 including a Service Review and Sphere of Influence work plan was prepared by staff for the adopted proposed budget at the March 2018 meeting.
- b. Adopt LAFCO Resolution 2018-06 approving a final budget for Fiscal Year 2018-2019.

## **Resolution 2018-0006**

**of the**

### **Lake Local Agency Formation Commission**

*Resolution of the Lake Local Agency Formation Commission of Adopting*

*its Final Budget for 2018-2019*

WHEREAS, Lake LAFCO is required by Government Code Section 56381(a) to adopt annually, following a noticed public hearing, a proposed budget by May 1<sup>st</sup> and a final budget by June 15<sup>th</sup>; and,

WHEREAS, the Commission has prepared a proposed budget for public review which was adopted on March 21, 2018; and,

WHEREAS, the Executive Officer has prepared a final budget including a budgeted carryover, and contingency; and

WHEREAS, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of the final budget and upon the date, time and place specified in said notice of hearing, the Commission heard, discussed and considered all oral and written testimony submitted including, but not limited to, the approved budget priorities for Fiscal Year 2018-2019 and the Executive Officer's report and recommendations; and

WHEREAS, the Commission has considered the attached Budget in light of the requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000;

NOW THEREFORE, Lake Local Agency Formation Commission does hereby determine, resolve, and order the following:

1. That Lake LAFCO hereby adopts the attached final 2018-2019 budget totaling \$194,827.00 in which \$134,827.00 are operational expenditures for LAFCO and \$70,000.00 to consist of carryovers and encumbrances from the FY 2017-2018 budget as shown in Exhibit A.
2. Directs the Executive Officer to transmit the final budget to the Auditor and all parties specified in Government Code Section 56381 (a) as promptly as possible.
3. To implement a Commission directive, establish a reserve account and direct the Executive Officer to deposit 20% of any unallocated rollover into said reserve account up to \$50,000 once the final rollover (carryover from previous budgets) once the audited carryover balance is determined.
4. Request the Lake County Auditor collect the funds as required in Section 56381 of the

government code in the amount of \$114,827.00 to be apportioned as per Government Code 56381. In the event of non-payment of LAFCO funds by any entity subject to the LAFCO's apportionment, the Commission hereby requests and authorizes the Auditor to collect the funds from property tax revenues or any other revenue source and deposit the funds into the LAFCO account.

PASSED AND ADOPTED by the Lake Local Agency Formation Commission at a regular meeting of said Commission held on May 16, 2018 by the following roll call vote:

AYES: -

NOES: -

ABSTAINS: -

ABSENT: -

Signed and approved by me after its passage this 16th day of May 2018.

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Gerry Mills, Chair  
Lake LAFCO

Attest:

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John Benoit, Executive Officer  
Lake LAFCO

**Exhibit A - FINAL Budget  
F.Y. 2018-2019  
Lake LAFCo**

**BUDGET: 419-8803**

**LAFCo Resolution 2018-00**

	B	C		D		E		F		G	
		2015-2016		2016-2017		2017-2018		2018-2019		2018-2019	
		Final Budget		Final Budget		FINAL Budget		Proposed Budget		FINAL Budget	
7	Expenditure Classification										
8											
9	8803-880.01-12 COMMISSIONERS STIPEND	\$	5,280.00	\$	5,280.00	\$5,280.00		\$5,280.00		\$5,280.00	
10	8803-840.22-70 SUPPLIES	\$	250.00	\$	250.00	\$250.00		\$250.00		\$250.00	
11	8803-840.20-00 MEMBERSHIPS	\$	785.00	\$	840.00	\$899.00		\$926.00		\$926.00	
12	8803-840.22-72 BOOKS AND PERIODICALS	\$	200.00	\$	200.00	\$200.00		\$200.00		\$200.00	
13	8803-840.23-98 ATTORNEY CONTRACTS	\$	16,000.00	\$	18,633.00	\$18,633.00		\$18,633.00		\$18,633.00	
14	8803-840.23-79 Lafo Clerk Svcs.	\$	3,000.00	\$	4,000.00	\$4,000.00		\$4,000.00		\$4,000.00	
15	8803-840.23-79 Office Expenses	\$	7,000.00	\$	7,000.00	\$7,000.00		\$7,000.00		\$7,000.00	
16	8803-840.23-79 Staff Off Svcs	\$	48,488.00	\$	48,488.00	\$48,488.00		\$48,488.00		\$48,488.00	
17	8803-880.24-00 LEGAL NOTICES/PUBLICATIONS	\$	1,000.00	\$	1,000.00	\$1,000.00		\$1,000.00		\$1,000.00	
18	8803-840.29-50 TRANS AND TRAVEL (CALAFco)	\$	2,000.00	\$	3,500.00	\$5,500.00		\$5,500.00		\$5,500.00	
19	8803-880.29-50 CONF REGISTRATION	\$	1,000.00	\$	1,000.00	\$2,500.00		\$2,500.00		\$2,500.00	
20	8803-880.23-78 - INSURANCE	\$	1,400.00	\$	1,400.00	\$1,400.00		\$1,400.00		\$1,400.00	
21	8803-840.23-80 Records Retention and Mapping.	\$	7,500.00	\$	7,500.00	\$6,000.00		\$6,000.00		\$6,000.00	
22	8803-880.23-18 Web Page	\$	150.00	\$	150.00	\$150.00		\$150.00		\$150.00	
23	8803-880.23-80 AUDITOR-Agreement	\$	2,500.00	\$	2,500.00	\$2,500.00		\$2,500.00		\$2,500.00	
24	8803-840.23-79 Spheres of Influence	\$	10,000.00	\$	10,000.00	\$10,000.00		\$10,000.00		\$10,000.00	
25	8803-840.23-79 Municipal Service Reviews	\$	25,000.00	\$	21,000.00	\$21,000.00		\$21,000.00		\$21,000.00	
26	Total General Services and Supplies Expenditures	\$	131,553.00	\$	132,741.00	\$134,800.00		\$134,827.00		\$134,827.00	
27											
28	8803-880.90-91 Contingency	\$	10,000.00	\$	10,000.00	\$10,000.00		\$10,000.00		\$10,000.00	
29	0000 General Reserve	\$	20,000.00	\$	30,000.00	\$40,000.00		\$50,000.00		\$50,000.00	
30											
31	TOTAL Expenditure Budget & contingency & reserve	\$	131,553.00	\$	172,741.00	\$184,800.00		\$194,827.00		\$194,827.00	
32											
33	Est Carryover Balance July 1, 2018	\$	(20,000.00)	\$	(30,000.00)	-\$60,000.00		-\$70,000.00		-\$70,000.00	
34	8803-461.66-10 Est OTHER REVENUE	\$	(10,000.00)	\$	(10,000.00)	-\$10,000.00		-\$10,000.00		-\$10,000.00	
35											
36	Total exp less anticipated carryover and revenues	\$	131,553.00	\$	132,741.00	\$114,800.00		\$114,827.00		\$114,827.00	
37											
38											
39	456.56-30 City/County and Ind. Spec District Contrib.	\$	131,553.00	\$	132,741.00	\$114,800.00		\$114,827.00		\$114,827.00	
40											
41											
42											
43	10000 General Reserve	\$	20,000.00	\$	30,000.00	\$40,000.00		\$50,000.00		\$50,000.00	



## LAKE LOCAL AGENCY FORMATION COMMISSION

March 30, 2018

The Honorable Anna Caballero  
California State Assembly  
State Capital Room 5158  
Sacramento, CA 95814

Subject: *Support of AB 2258* (as amended March 15, 2018)

Dear Assemblymember Caballero:

The Lake Local Agency Formation Commission (LAFCo) is pleased to join the California Association of Local Agency Formation Commissions (CALAFCO) in support for **Assembly Bill 2258**. Sponsored by CALAFCO, the bill establishes a funding program to provide grants to LAFCos for conducting in-depth studies and analyses of local government agencies and services for the purposes of creating improved efficiencies in the delivery of local government services and completing the dissolution of inactive special districts. The grant program would be administered by the Strategic Growth Council and sunset on December 31, 2023.

The Legislature established LAFCos in 1963 to encourage the orderly formation of local government agencies. Since that time, the regulatory role and responsibilities of LAFCos has substantially increased without additional funding. Operating in all 58 California counties, LAFCos are responsible for meeting important statutory directives to maintain orderly boundaries and seek greater efficiencies in delivering local services, and yet these directives often times cannot be met under current funding mechanisms. As a result, much needed LAFCo activities are sometimes delayed or rejected.

In August 2017, the Little Hoover Commission published a report on special districts and their oversight by LAFCos, which contained several recommendations directly related to LAFCo. One recommendation was for the Legislature to provide one-time grant funding to pay for specified LAFCo activities, particularly to incentivize LAFCos or smaller special districts to develop and implement dissolution or consolidation plans with timelines for expected outcomes.

In recent years Lake LAFCo has reviewed several independent special districts and found many are not able to maintain traditional service levels for several reasons. The Valley Fire in Lake County has resulted in a severe fiscal shortfall countywide. As a result, LAFCo does not have the funding to initiate consolidations or other types of changes of organization nor the ability to provide technical assistance.

c/o John Benoit, Executive Officer P.O.Box 2694 Granite Bay, California 95746- ph.  
(707) 592-7528 email: [johnbenoit@surewest.net](mailto:johnbenoit@surewest.net)

By establishing this one-time grant funding, **AB 2258** provides an additional tool for LAFCos to conduct detailed studies and implement greater efficiencies in delivering local services based on local circumstances and conditions. For these reasons, Lake LAFCo is pleased to support **AB 2258**.

Thank you for authoring this important piece of legislation. Please feel free to contact me should you have any questions about Lake LAFCo's position.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Gerry Mills for".

Gerry Mills  
Chair, Lake LAFCo

Cc:                   Members, Assembly Local Government Committee  
Debbie Michel, Chief Consultant, Assembly Local Government Committee  
William Weber, Consultant, Assembly Republican Caucus  
Pamela Miller, Executive Director, CALAFCO

## LAKE LOCAL AGENCY FORMATION COMMISSION

March 30, 2018

Honorable Cecilia Aguiar-Curry, Chair  
Assembly Local Government Committee  
California State Assembly  
State Capitol, Room 5144  
Sacramento, CA 95814

RE: **SUPPORT of AB 3254: Local Government Committee Omnibus Bill**

Dear Chair Aguiar-Curry:

The Lake Local Agency Formation Commission (LAFCo) is pleased to support the Assembly Local Government Committee Bill **AB 3254** which makes technical, non-substantive changes to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (the Act).

This annual bill includes technical changes to the Act which governs the work of LAFCOs. These changes are necessary as Commissions implement the Act and small inconsistencies are found or clarifications are needed to make the law as unambiguous as possible. **AB 3254** currently makes minor technical corrections to language used in the Act.

Lake LAFCo is grateful to your Committee and staff, and the members of the California Association of Local Agency Formation Commissions (CALAFCO) Legislative Committee, all of whom worked diligently on this language to ensure there are no substantive changes while creating a significant increase in the clarity of the Act for all stakeholders.

This legislation helps insure the Cortese-Knox-Hertzberg Act remains a vital and practical law that is consistently applied around the state. We appreciate your Committee's authorship and your support of the mission of LAFCOs. Please feel free to contact me should you have any questions about our support of **AB 3254**.

Yours sincerely,



Gerry Mills,  
Chair, Lake LAFCo

cc: Members, Assembly Local Government Committee  
Debbie Michel, Chief Consultant, Assembly Local Government Committee  
William Weber, Consultant, Assembly Republican Caucus  
Pamela Miller, Executive Director, CALAFCO

c/o John Benoit, Executive Officer P.O.Box 2694 Granite Bay, California 95746 - ph.  
(707) 592-7528 email: [johnbenoit@surewest.net](mailto:johnbenoit@surewest.net)

## CALAFCO STAFF WORKSHOP - April 2018

### 1. Unincorporated North Richmond Annexation: A Case Study on Intergovernmental Collaboration

Unincorporated North Richmond Background

Interest in Annexation

Fiscal Analysis & Service Plan Overview

Estimates the net fiscal impact on the City of Richmond

- Describes services to be provided by the City of Richmond to the annexed area
- Estimate costs associated with increased service demands
- Estimate revenues (utilizing different scenarios)
- Provides information and not a recommendation

Resident Impact and Input

Financial Impact to Residents, Businesses, Homeowners and Landlords:

City of Richmond	Contra Costa County
1. Property Tax Override Override – \$0	Property Tax \$140 per \$100,000 assessed valuation
Utility User Tax	Utility User Tax - \$0
<ul style="list-style-type: none"><li>• Telecommunications – 9.5%</li><li>• Prepaid Wireless – 9.0%</li><li>• Video (cable TV) – 5.0%</li><li>• Electricity – 10% Gas – 10%</li></ul>	
3. RSS (35 gallon can/3 months) • \$103.05	RSS (35 gallon can/3 months) \$94.68
Sales tax – 9.25%	Sales Tax – 8.25%
Business License \$234 (Base Fee) \$40.10 – 46.80 (Per Employee)	Business License \$100 (Base Fee) \$10 (Per Employee)
Rent Control and Just Cause	

For Eviction Program - \$98/unit

Rent Control and Just Case for  
Eviction Program• N/A

7. Rental Inspection Program  
Registration/Processing Fee - \$79

Rental Inspection Program  
N/A

Initial Inspection Fee (per unit) \$157

Re-inspection Fee (per unit) - \$65

8. Impact, Development, Building and Traffic Fees – Vary

Same

*Note: All fee information is for FY 2017-18. Some fees increase annually*

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### Community Engagement Campaign

- An engagement and education tool - not advocacy
- Development and disseminate of education materials
  - Information describing annexation and explaining the process
  - Answers to frequently asked questions
  - An outline of benefits and costs associated with the annexation • A description of the protest process
  - An explanation regarding how to stay involved in the process
- Multi-lingual meetings and materials
- Community meetings hosted in different locations (with food & childcare)
- Provide updates on the annexation process
- Request that LAFCO mail letters to inform residents of upcoming hearings in addition to placing an advertisement in the newspaper

## 2. BOARD OF EQUALIZATION UPDATE

The Property Tax unit was a part of the Board of Equalization (BOE) until 2017 and then transferred to the California Department of Tax and Fee Administration (CDFTA). In April 2018 the Property Tax Unit was transferred back to the BOE when realized the Property Tax unit was about Property Taxes only.

This presentation reviewed the interface between LAFCo and the BOE and the requirements. There is debate now regarding BOE mapping standards and those of LAFCo. It appears the BOE is backing off on various map and geographic description requirements. However, not until new rules are written.

After a change of organization BOE staff reviews, archives and processes submittals by LAFCo.

## 3. CEQA EXEMPTIONS

This session discussed the use and misuse of various CEQA exemptions and looked at a Case regarding “unusual circumstances” .

The Supreme Court held that:

- (1) For an CEQA exemption to not apply, either the project does not meet the exemption criteria or there are "unusual circumstances" related to the project that create an exception to the CEQA exemption.
- (2) The "Unusual Circumstances" exception is not satisfied by a mere reasonable possibility that an activity will have a significant effect on the environment, disapproving earlier cases to the contrary;
- (2) An agency's decision whether "unusual circumstances" exist is reviewed under the deferential "substantial evidence" standard;
- (3) If a determination is made that there are unusual circumstances, the "fair argument" standard applies to lead agency's determination of whether project may have significant effect on environment due to unusual circumstances;

Key is that exemption applies absent "unusual circumstances"

### **P3 Water Summit.**

I attended the P3 Water Summit in April. P3 stands for Public-Private Partnerships. This Conference was focused upon providing new tools and ways to address water system challenges. Attendees included government and water system personnel, system managers and industrial leaders (both domestic and international). I was invited as a speaker to discuss LAFCo's and a large project in Lake County whereby 9 water systems are being combined into one.

A P3 brings capacity to accelerate project delivery, transfer operational and performance risk, bring innovation and manage costs, which seems to be a natural fit to address many of the challenges facing the water sector. P3's may be at the local to the international level. In the current regulatory and anti-tax environment partnerships (P3's) are becoming more attractive for funding water systems and improvements. The issue was brought to the forefront in Flint Mich. Many of the water issues facing water systems in California exist throughout the USA. Texas and Wisconsin, for example, have bad compliance records. P3's have different project delivery approaches, different models (mandatory consolidations vs. voluntary consolidations), varied financial strategies (private and public), project delivery approaches, governance (JPA's, private, districts), and risk allocations (i.e asking the private sector to take additional risk with the hope of a future return), for example. P3's are not only for water systems, but for desalinization (in San Diego County), Flood Control (in Holland) wastewater systems (The City and County of Honolulu partnered with Veolia North America).

## LOCAL AGENCY FORMATION COMMISSION

P.O. Box 2694

GRANITE BAY, CA 95746 (707) 592-7528 email: johnbenoit@surewest.net

TO: Lake County Independent Special Districts

FROM: John Benoit, LAFCo Executive Officer

SUBJECT: Representative to serve on the Consolidated Redevelopment Agency Oversight Board

Dear District Manager and Board Chair:

This letter is being sent to you as an invitation to your district to nominate a member of your board of directors for the position of ***Special District Representative to the Consolidated Redevelopment Agency Oversight Board for Lake County***. The letter describes the process of selecting the special district representative.

### Reason for Nomination

In 2011, the State of California dissolved redevelopment agencies throughout the state and created some 400 redevelopment agency (RDA) oversight boards as successor agencies. In 2015, Senate Bill 107 further directed that these oversight boards be consolidated into a single consolidated redevelopment oversight board in each county. The new Consolidated Redevelopment Oversight Board for Lake County will oversee the dissolutions of the redevelopment agencies in Lake County to include the disbursement of certain cash assets of the former redevelopment agencies to the county, cities, school districts, and special districts that share in the general 1% property tax. The independent special districts get a seat on that Board to help assure that the proper distributions are made.

Up to seven members are allowed on each countywide RDA oversight board, one of whom may be a member appointed by an independent special district selection committee (ISDSC). The ISDSCs, where they exist, are comprised of the presiding officer, or his or her designee, of every independent special district under the "umbrella" of the Local Agency Formation Commission (LAFCo). Pursuant to state law guiding LAFCOs, the Committee meets to appoint special district representatives to serve on LAFCOs. While Lake LAFCo has special district representation, there is no independent special district selection committee in Lake County.

### Selection of Special District Representative

When no ISDSC exists or when it is not feasible for the ISDSC to meet, state law authorizes the LAFCo Executive Officer to manage the Special District selection business of the Committee. State law allows provision of ballot materials from LAFCo and response from a district by electronic mail, with the prior concurrence of the presiding officer of the district or his or her alternate as designated by the governing body.

## Process to Select Special District Representative to County RDA Oversight Board

The process will consist of nomination and election periods. The districts listed above must choose the RDA special district representative **prior to July 1, 2018**. If that does not occur, based on the 2011 law, the Governor will make the appointment on behalf of independent special districts.

### Nominations

- Boards of directors may nominate any board member as a candidate for the RDA oversight board special district representative position.
- At this time, a formal ballot is not required. A written nomination letter will be sufficient if it provides the name of your nominee and the District Board on which he or she serves. The nomination must be made by an **official action of your Board of Directors and signed by the appropriate Officer of the Board.**
- Nomination letters must be returned to John Benoit, Executive Officer, Lake Local Agency Formation Commission, P.O. Box 2694, Granite Bay, California 95746 by **Friday, June 1st, 2018**, by U.S. Mail. You may also email your nomination letter to [Johnbenoit@surewest.net](mailto:Johnbenoit@surewest.net).

### Elections

- After the close of the nomination period, Lake LAFCo will determine if a formal election is required if more than one nominee is submitted. If only a single nominee is submitted, that person will be declared the RDA oversight board special district representative and no further action is necessary.
- If multiple nominees are submitted, a mailed ballot will be provided to each district eligible to vote for the special district RDA oversight board representative.
- For the election to be valid, at least a quorum of the special districts listed above must submit valid ballots. The candidate receiving the most votes will be deemed elected as the RDA oversight board special district representative.

### Schedule

The following table shows the schedule for the mail ballot nomination and election process:

Wednesday	April 25, 2018	<b>Start of 30 Day Nomination Period</b>
Friday	June 1, 2018	<b>End of Nomination Period</b>
Monday	June 4, 2018	<b>Start of Voting Period (<i>if necessary</i>*)</b>
Friday	June 22, 2018	<b>End of Voting Period</b>
TBD		<b>Ballots Counted</b>
TBD		<b>Results Announced; Districts Notified</b>

\*If more than one candidate is nominated

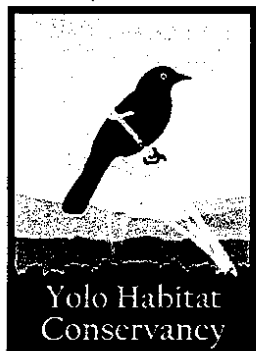


Lake LAFCO encourages your district to consider and submit a nomination for the special district representative to the Lake County RDA oversight board **before June 1, 2018**. If you have any questions about the position or the process, please contact Lake LAFCO staff at (707) 592-7528 or by email at [johnbenoit@surewest.net](mailto:johnbenoit@surewest.net) .

Sincerely,

A handwritten signature in black ink that reads "John Benoit". The signature is fluid and cursive, with the first name "John" and last name "Benoit" clearly legible.

John Benoit,  
Executive Officer



# Yolo Habitat Conservancy

*County of Yolo • City of Davis • City of Winters • City of West Sacramento  
City of Woodland • University of California, Davis*

**CEQA NOTICE OF PUBLIC MEETINGS AND HEARINGS  
and NOTICE OF AVAILABILITY (NOA) for the  
FINAL YOLO HABITAT CONSERVATION PLAN/NATURAL  
COMMUNITY CONSERVATION PLAN (Yolo HCP/NCCP)  
and related FINAL ENVIRONMENTAL IMPACT STATEMENT/  
ENVIRONMENTAL IMPACT REPORT (FINAL EIS/EIR)**

DATE: April 30, 2018  
TO: Interested Agencies and Individuals  
FROM: Yolo Habitat Conservancy

**The Final Yolo Habitat Conservation Plan/Natural Community Conservation Plan (Final Yolo HCP/NCCP) and the Final Environmental Impact Statement/Environmental Impact Report (Final EIS/EIR) (SCH #2011102043) are now available. More information is provided below.**

The proposed project is adoption and implementation of the Yolo HCP/NCCP. The Yolo HCP/NCCP is a comprehensive, county-wide plan to provide for the conservation of 12 sensitive species ("covered species") and the natural communities and agricultural land on which they depend. The Plan will provide a streamlined permitting process to address the effects of a range of future anticipated public and private activities ("covered activities") on these 12 species. The Plan area encompasses the entire area of Yolo County, approximately 653,549 acres, and includes conservation activities outside of Yolo County within an additional 1,174 acres along Putah Creek in Solano County.

The Yolo HCP/NCCP was prepared by the Yolo Habitat Conservancy (Conservancy), a joint powers agency created by Yolo County and the incorporated cities of Davis, West Sacramento, Winters, and Woodland. The Yolo HCP/NCCP will provide the basis for issuance of long-term (50-year) permits under the Federal Endangered Species Act (FESA) and California Natural Community Conservation Planning Act (NCCPA) for covered activities. The Yolo HCP/NCCP will provide the Permittees (Yolo County, the four incorporated cities, and the Conservancy) with incidental take permits from both the U.S. Fish and Wildlife Service (Service) and the California Department of Fish and Wildlife (CDFW) for the 12 covered species. This action is allowed under Section 10(a)(1)(B) of the FESA and Section 2835 of the NCCPA chapter of the California Fish and Game Code. The Yolo HCP/NCCP ensures compliance with the FESA, NCCPA, and the California Endangered Species Act (CESA) for covered activities that may affect the covered species. In addition to the Permittees, the Yolo HCP/NCCP permits may be used by other entities through certificates of inclusion, as described further in Chapter 3, Covered Activities, and Chapter 7, Plan Implementation in the Yolo HCP/NCCP.

The EIS component of the Final EIS/EIR was prepared pursuant to the National Environmental Policy Act (NEPA) under the oversight of the Service serving as the NEPA Lead Agency. In accordance with NEPA, the Service is publishing a separate NEPA Notice of Availability (NOA) in the Federal Register. Information about the Federal Register Notice is available at the following Service website: <https://www.fws.gov/sacramento/>. The EIR component of the Final EIS/EIR was prepared pursuant to the California Environmental Quality Act (CEQA) under the oversight of the Conservancy serving as the CEQA Lead Agency and CDFW serving as a CEQA Responsible Agency.

The Conservancy has proposed a number of changes to the HCP/NCCP since the release of the Draft on June 1, 2017. These proposed changes fall into several categories;

- Copy edits such as correction of spelling errors,
- Minor text clarifications and corrections such as providing or correcting cross references to other parts of the document,
- Minor numeric corrections, such as small adjustments to acreages of particular land cover types,
- Providing updated information since publication of the Draft HCP/NCCP such as including information from the City of Woodland General Plan Update 2035, which was adopted after the Draft HCP/NCCP was published,
- Clarifications or enhancements to particular plan elements such as new or updated Avoidance and Minimization Measures (AMMs),
- Increased details on plan implementation such as providing additional information on the content of the Implementation Handbook, and
- Changes in assumptions regarding costs and funding to reflect updated information.

The Final EIS/EIR analyzes changes to the proposed project to determine whether they would result in any changes to the impact analysis or conclusions reached in the Draft EIS/EIR. The analysis substantiates that the proposed changes to the HCP/NCCP do not alter the analysis or impact conclusions provided in the Draft EIS/EIR. The Final EIS/EIR also includes the comments received on the Draft HCP/NCCP and Draft EIS/EIR, and responses to those comments.

The Service, CDFW, Conservancy, and Conservancy member agencies will consider this information during their deliberations on Plan approval and related permitting actions described above. Following certification of the Final EIS/EIR, the Conservancy and member agencies may adopt the Yolo HCP/NCCP and the state and federal agencies may issue incidental take permits.

The Final HCP/NCCP and the Final EIS/EIR are now available for public review online at the website provided below. Interested parties may review and/or purchase printed copies and electronic copies (USB flash drive) by contacting the Conservancy. The documents are also available for public review at the Woodland Public Library, 250 First Street, Woodland, the Mary L. Stephens Davis Library, 315 E 14th Street, Davis, the Arthur F. Turner Community Library, 1212 Merkley Ave., West Sacramento, the Winters Community Library, 708 Railroad Ave., Winters, and the Yolo Branch Library, 37750 Sacramento Street, Yolo.

Public hearings to consider certification of the Final EIS/EIR and adoption of the Final HCP/NCCP will be held before the Conservancy and the member agencies in May 2018:

**May 7, 2018** – The Board of Directors of the **Yolo Habitat Conservancy** will meet at 625 Court Street in Woodland CA in the Yolo County Board Chambers (Room 206) at 5:30pm to consider the following actions: 1) certification of Final EIS/EIR including adoption of findings of fact and other actions required by CEQA for a lead agency; 2) adoption of Final HCP/NCCP; and 3) authorization to execute Implementing Agreement with Service, CDFW, and member agencies.

**May 10, 2018** – The **Yolo County Planning Commission** will meet at 625 Court Street in Woodland CA in the Yolo County Board Chambers (Room 206) at 8:30am to consider the following actions: 1) consideration of the Final EIR pursuant to CEQA Guidelines 15096, including adoption of findings of fact and other actions required by CEQA for a responsible agency; 2) determination of consistency with General Plan, 3) adoption of Final HCP/NCCP; 4) adoption of Implementing Ordinance, and 5) authorization to execute Implementing Agreement with Service, CDFW, Yolo Habitat Conservancy, and other member agencies.

**May 15, 2018** – The **Winters City Council** will meet at Winters City Hall at 318 First Street in Winters CA in the Council Chambers at 6:30pm to consider the following actions: 1) consideration of the Final EIR pursuant to CEQA Guidelines 15096, including adoption of findings of fact and other actions required by CEQA for a responsible agency; 2) determination of consistency with General Plan, 3) adoption of Final HCP/NCCP; 4) adoption of Implementing Ordinance, and 5) authorization to execute Implementing Agreement with Service, CDFW, Yolo Habitat Conservancy, and other member agencies.



including adoption of findings of fact and other actions required by CEQA for a responsible agency; 2) determination of consistency with General Plan, 3) adoption of Final HCP/NCCP; 4) adoption of Implementing Ordinance, and 5) authorization to execute Implementing Agreement with Service, CDFW, Yolo Habitat Conservancy, and other member agencies.

**May 22, 2018** – The **Yolo County Board of Supervisors** will meet at 625 Court Street in Woodland CA in the Yolo County Board Chambers (Room 206) at 9:00am to consider the following actions: 1) consideration of the Final EIR pursuant to CEQA Guidelines 15096, including adoption of findings of fact and other actions required by CEQA for a responsible agency; 2) determination of consistency with General Plan, 3) adoption of Final HCP/NCCP; 4) adoption of Implementing Ordinance, and 5) authorization to execute Implementing Agreement with Service, CDFW, Yolo Habitat Conservancy, and other member agencies.

**May 23, 2018** – The **West Sacramento City Council** will meet at West Sacramento City Hall at 1110 West Capitol Avenue, West Sacramento, CA in the Council Chambers at 7:00pm to consider the following actions: 1) consideration of the Final EIR pursuant to CEQA Guidelines 15096, including adoption of findings of fact and other actions required by CEQA for a responsible agency; 2) determination of consistency with General Plan, 3) adoption of Final HCP/NCCP; 4) adoption of Implementing Ordinance, and 5) authorization to execute Implementing Agreement with Service, CDFW, Yolo Habitat Conservancy, and other member agencies.

**June 5, 2018** – The **Woodland City Council** will meet at Woodland City Hall at 300 First Street in Woodland CA at 6:00pm to consider the Final EIS/EIR and consider the following actions: 1) consideration of the Final EIR pursuant to CEQA Guidelines 15096, including adoption of findings of fact and other actions required by CEQA for a responsible agency; 2) determination of consistency with General Plan, 3) adoption of Final HCP/NCCP; 4) adoption of Implementing Ordinance, and 5) authorization to execute Implementing Agreement with Service, CDFW, Yolo Habitat Conservancy, and other member agencies.

For more information about the HCP/NCCP and EIS/EIR please contact Conservancy staff at (530) 723-5504 or visit the Conservancy's website at: <http://www.yolohabitatconservancy.org>. Please direct written comments to:

Shawna Stevens, Assistant to the Director  
Yolo Habitat Conservancy  
611 North Street, Woodland, CA 95695  
[info@yolohabitatconservancy.org](mailto:info@yolohabitatconservancy.org)

The following statement is required to be included in this notice: Pursuant to CEQA Guidelines Section 15087(c)(6), Yolo County contains hazardous waste sites as enumerated under California Government Code Section 65962.5.



**LAKE LAFCO  
LAFCO COUNSEL PERFORMANCE EVALUATION**

Item # **13**

Date May 16, 2018

Name Scott Browne, Counsel

Rating Period MAY 2017- MAY 2018

A=Superior B=Very Good C=Satisfactory D=Needs Improvement F=Unacceptable  
(Please note the "Superior" should not be viewed as a "perfect" rating since no one is perfect. It simply means the individual is superior to most in similar positions.)

Item	Rating	Comments
Communication Skills	_____	_____ _____ _____
Organization of Work	_____	_____ _____ _____
Accuracy of Work	_____	_____ _____ _____
Resourcefulness	_____	_____ _____ _____
Knowledge of LAFCO LAW	_____	_____ _____ _____
Knowledge of County	_____	_____ _____ _____
Willingness to Learn and Adapt	_____	_____ _____ _____
Leadership	_____	_____ _____ _____

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Other

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*ESTABLISH GOALS FOR UPCOMING YEAR (use reverse side for additional goals)*

1. 

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  2. 

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  3. 

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Signature (Chairperson)

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Signature of person being evaluated

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## Explanation of Terms

**Communication Skills:** How well does the COUNSEL communicate verbally and orally? Does the COUNSEL speak clearly and to the point? Can the COUNSEL react quickly and appropriately to new issues and questions?

**Organization of Work:** How well organized is the COUNSEL?

**Accuracy of Work:** Are the documents prepared by the COUNSEL accurate and complete, taking into account limitations on time and access to information? Are oral statements accurate?

**Resourcefulness:** Given the limitations on LAFCo staffing and funding, is the COUNSEL good at stretching those resources to achieve his or her objectives?

**Knowledge of LAFCO:** How well does the COUNSEL know how LAFCo's are supposed to operate? Does the COUNSEL demonstrate knowledge of the Cortese-Knoz-Hertzberg Local Government Reorganization Act? Is COUNSEL up to date regarding recent cases and legislation?

**Knowledge of County:** How familiar is the COUNSEL with the county, its communities, agencies and leaders.

**Willingness to Learn and Adapt:** Given that LAFCo has to deal with so many different issues, is the COUNSEL good at quickly learning the essentials needed to address a new issue? Can the COUNSEL adapt to new personalities and problems?

**Leadership:** Because of the limited nature of Commission member participation, for LAFCo to be effective, the COUNSEL must assist in leading the agency. How well does the COUNSEL work with the Commission in strengthening the agency and its effectiveness? Is the COUNSEL proactive in informing the Commission of issues, developing LAFCo policies and addressing community issues?

**Other:** What other qualities of the COUNSEL or performance concerns does the Commission want to address.