

REGULAR MEETING AGENDA

Del Norte Local Agency Formation Commission
Board of Supervisors Chambers
981 H Street, Suite 100, Crescent City, CA 95531
October 23, 2017 4:00 pm

1. Call to Order/Roll Call
Pledge of Allegiance
2. Public Hearings
None
3. Regular Business
 - A. Approval of July 24, 2017 Draft Minutes (ATTACHMENT 3A)
 - B. Little Hoover Commission August 2017 Report (ATTACHMENT 3B)
 - C. CALAFCO Northern Section Board Elections, Budget Subcommittee participation and quarterly report (ATTACHMENT 3C)
 - D. Potential Countywide Fire Services Planning (ATTACHMENT 3D)
 - E. Fiscal Information – First Quarter Report (ATTACHMENT 3E)
 - F. Klamath Fire Protection District Update including Del Norte Grand Jury response (ATTACHMENT 3F)
 - G. Public Member Appointment for 2018-2022 Term (ATTACHMENT 3G)
4. Inquiries, Reports, Correspondence, Application Status and Referrals
 - A. Staff - The Executive Officer will provide a report of current projects, issues of interest, and pending legislation (ATTACHMENT 4C).
Report on State Water Resources Control Board water services extensions
Report on HRC Community Services District discussions on potential annexation of Jed Smith Homeowners Association
Municipal Services Review Update – Greater Crescent City area review
CALAFCO Conference
 - B. Commission - On their own initiative, Commission members may make brief announcements or reports on their own activities. They may ask questions for clarification, make a referral to staff or request a business matter for a future agenda per Government Code Section 54954.2 (a).
 - C. Public - Public comment on items of interest within LAFCo subject matter jurisdiction, and not otherwise appearing on the agenda. No action may be taken on any item not appearing on the agenda.
5. Adjournment
Next Meeting – Tentative Dates – November 27 or December 4

REGULAR MEETING MINUTES

**Del Norte Local Agency Formation Commission
July 24, 2017 4:00 pm**

Members present: Roger Gitlin (Chairman), Blake Inscore (Vice-Chair), Jason Greenough, Bob Berkowitz,

Members absent: Sparky Countess

Others present: Executive Officer George Williamson, and Nicole Burshem, PS Business Services,

1. Call to Order/Roll Call

Chairman Gitlin called the meeting to order at 4:00 p.m. Nicole Burshem took roll call. Commissioner Berkowitz led the Pledge of Allegiance.

2. Public Hearings

A. Smith River CSD MSR SOI Update

This continued hearing was re-reopened. Staff recommended the public hearing be closed and re-noticed to allow more time to work with the District

On a motion by Commissioner Inscore, seconded by Commissioner Berkowitz, and carried on a 4-0 vote the Del Norte Local Agency Formation Commissioners approved closing the public hearing without action.

3. Regular Business

A. Approval of May 22, 2017 Draft Minutes (ATTACHMENT 3A)

On a motion by Commissioner Inscore, seconded by Commissioner Berkowitz, and carried by a 4-0 vote, the Del Norte Local Agency Formation Commissioners approved the May 22, 2017 minutes.

B. FY 2016-17 year end accounting (ATTACHMENT 3B)

On a motion by Commissioner Berkowitz, seconded by Commissioner Inscore, and unanimously carried by a vote of 4-0 the Del Norte Local Agency Formation Commissioners accepted the FY 2016-17 year end accounting.

C. Klamath Fire Protection District Update including Del Norte Grand Jury response (ATTACHMENT 3C)

The Commission reviewed the Grand Jury Report Excerpt addressing the Klamath Fire Protection District. The Commission, by consensus, took no official position and requested a copy of the Klamath Fire Protection District response to the Grand Jury when filed.

4. **Inquiries, Reports, Correspondence, Application Status and Referrals**

- A. Staff - The Executive Officer provided a report of current projects, issues of interest, and pending legislation (ATTACHMENT 4C).

The Executive Officer informed the Commission on a presentation made to the Crescent City Harbor District Commission on the LAFCo process for potential annexation to the City of Crescent City.

The Executive Officer reported on meetings with a State Water Resources Control Board representative on the LAFCo process for the Jedidiah Smith Homeowners Association (HOA) potential annexation to the Hussey Ranch Corp. (HRC) Community Services District (CSD). The State Water Resources Control Board is involved due to water quality concerns with HOA drinking water supply.

There was also a report on State Water Resources Control Board coordination on water services extensions to several mobile home parks north of the City of Crescent City, for health and safety.

There was also a report on State legislation for Special District seats on LAFCo and recent CALFIRE Correspondence

There was also a report on Commission policy regarding Rules of Order.

- B. **Commission** - On their own initiative, Commission members may make brief announcements or reports on their own activities. They may ask questions for clarification, make a referral to staff or request a business matter for a future agenda per Government Code Section 54954.2 (a).

Commissioners commented: None

- C. **Public** - Public comment on items of interest within LAFCo subject matter jurisdiction, and not otherwise appearing on the agenda. No action may be taken on any item not appearing on the agenda.

Public comment: None

5. **Adjournment**

On a motion by Commissioner Berkowitz, seconded by Commissioner Inscore, and carried by a 4-0 vote the Del Norte Local Agency Formation Commissioners approved adjourning the meeting.

There being no further business to come before the Commission, the Chairman adjourned the meeting at 4:40 p.m. until the next regularly scheduled meeting on September 23, 2017 at 4:00 p.m.

Respectfully Submitted

**DEL NORTE
LOCAL AGENCY FORMATION COMMISSION**
1125 16th Street, Suite 202
Arcata, California 95521
TEL (707) 825-9301 FAX (707)825-9181
eo@delnortelafo.org

AGENDA ITEM 3B

MEETING DATE: October 23, 2017
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Little Hoover Commission August 2017 Report
"Special Districts: Improving Oversight & Transparency"

RECOMMENDATION

The following procedures are recommended with respect to the Commission's consideration of this item:

By order of Chair, with Commission concurrence, receive verbal report from staff.

BACKGROUND

The Little Hoover Commission (LHC), formally known as the Milton Marks "Little Hoover" Commission on California State Government Organization and Economy, is an independent state oversight agency created in 1962. The Commission's mission is to investigate state government operations and policy, and - through reports and legislative proposals - make recommendations to the Governor and Legislature to promote economy, efficiency and improved service in state operations.

The LHC issued a 2000 report: "Special Districts: Relics of the Past or Resources for the Future?" The LHC's recommendations included empowering LAFCOs to help consolidate districts, finding ways to make special districts more transparent and accountable, and requiring more prudent financial management.

The LHC's most recent report, "Special Districts: Improving Oversight & Transparency," was released August 30 following a year-long investigation that included two public hearings and two roundtable discussion forums. Eight (8) of the report's 20 recommendations focus on LAFCOs. The report can be accessed online at: <http://www.lhc.ca.gov/report/special-districts-improving-oversight-transparency>

DISCUSSION

CALAFCO was engaged in all aspects of the LHC process, including the CALAFCO Board of Directors which participated in a special LHC advisory committee. And the California Special Districts Association (CSDA) and other local government representatives followed the LHC Special Districts review process closely since efforts began last August.

Overall, LAFCOs were considered helpful in the discussion and report preparation process, in fact, much of the testimony and discussion evolved around removing barriers that impede LAFCOs ability to reorganize local governments. Of particular note are recommendations to (1) curtail legislation that bypasses LAFCOs role; and (2) provide grant funding to advance reorganization studies. It is very clear to the LHC that LAFCOs are the preferred "tool" to address local governmental issues at a local level.

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The LHC recommends eliminating unnecessary district dissolution and consolidation hurdles, improving service delivery, expanding transparency by requiring all district to have websites with basic information and standardizing current reporting requirements on revenues, expenditures reserves and .revenues.

In the report cover letter, LHC Commission Chairman Pedro Nava writes. ".... the Commission recommends the Legislature curtail its practice of bypassing the local process. Additionally, the Commission offers a number of common-sense recommendations to help LAFCOs exercise their authority. The Commission calls for special district reforms and recommends several measures to strengthen oversight of California's 2,071 independent special districts. The Special Districts: Improving Oversight & Transparency report was distributed to the Commissioners as an attachment in September and is available on the CALAFCO website.

<https://calafco.org/sites/default/files/documents/LHC%20Final%20Report%20on%20Special%20Distircts%20and%20LAFCO%20August%202017.pdf>

RECOMMENDATION

For information only. The Commission is requested to provide direction to staff on Report recommendations.

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AGENDA ITEM 3C

MEETING DATE: October 23, 2017
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: CALAFCO Report - Board Voting, Subcommittee & CALAFCO Quarterly

RECOMMENDATION

The following procedures are recommended with respect to the Commission's consideration of this item:

By order of Chair, with Commission concurrence, receive staff report and provide voting preference.

DISCUSSION

CALAFCO will be holding Northern Region Elections at the 2017 Annual Conference later this month. I will be attending the conference (at no cost to Del Norte LAFCo) and am willing to cast votes for the Del Norte LAFCo Commission, at your direction. Please review the attached nomination packet, there are candidates for Northern Section open seats.

The CALAFCO Board is forming a subcommittee to review the organization budget and fees in the coming year. The Board desires rural LAFCo representation and has requested that a Del Norte LAFCo Commissioner serve on the committee. Commissioner Inscore has accepted this appointment.

The CALAFCO Quarterly (July 2017) Report is attached summarizing current and pending news through June 2017. The Quarterly Report is being presented for information only.

The California Association of Local Agency Formation Commissions (CALAFCO) was established in 1971 to assist members in fulfilling their prescribed regional growth management duties. Key services include facilitating information sharing among members by organizing annual conferences and workshops as well as providing technical assistance through training classes and e-mail list serves. The CALAFCO Board of Directors, composed of 16 LAFCo Commissioners representing cities, counties, special districts and the public, provides a quarterly update to members after each Board meeting in the form of the Quarterly Report.

This item has been agendized for action. The Commission is encouraged to consider the candidates and provide direction to staff on voting preference.

Attachments

Attachment A: 2017 CALAFCO Board Elections - Election Committee Report
Attachment B: CALAFCO Quarterly (July 2017)

29 September, 2017

TO Regional Representatives and Member LAFCos

FROM John Leopold, Committee Chair
CALAFCO Election Committee

RE Election Committee Report for 2017 CALAFCO Board Elections

In accordance with the CALAFCO Bylaws and Nomination and Election Procedures, the CALAFCO Election Committee has solicited nominations for the regional election of the eight open director positions on the CALAFCO Board of Directors. The elections will be conducted in regional caucuses to be held at the annual conference on Thursday, October 26, 2017 from 8:00 to 8:45 a.m. Any seat not filled through the regional caucus election process in accordance with CALAFCO Bylaws will be filled through an at-large election for one term at the Annual Meeting on Thursday, October 26, 2017, beginning at 9:00 a.m.

Attached is a list of the candidates nominated within each of the four regions (Northern, Central, Coastal and Southern) for their respective city, county, special district and public member seats. Nominations from the floor will also be solicited during the caucus election process. All terms are two years.

Those member LAFCos not in attendance at the annual meeting may vote by electronic ballot in advance of the meeting. They may only vote for those candidates nominated by the Election Committee and listed on the ballot. Please make sure if you are voting via electronic ballot that you follow the instructions located on the ballot.

Pursuant to Section 4.2.2 of the CALAFCO Bylaws, the Board has determined that a quorum of a region's LAFCos must be present during the caucus election. In the event that less than 50% of a region's LAFCos are present in the regional caucus (including electronic ballots) to vote for the purpose of filling an open director position, it becomes at-large for one term and shall be elected at the Annual Meeting.

The CALAFCO Election Committee has confirmed that all nominations were complete and received by the final filing date of September 25, 2017 at 5:00 p.m. The Committee received nominations for all eight open seats.

Copies of the nomination forms and resumes of all candidates within your region are attached and are posted on the CALAFCO website in the Members section at: www.calafco.org. All nominations and resumes will also be posted at the annual conference near the registration desk.

cc: CALAFCO Board of Directors

NOMINATIONS FOR THE 2017 BOARD OF DIRECTORS ELECTIONS

Seat	Nominee	County	Region
NORTHERN REGION			
County	Bill Connelly*	Butte	Northern
	Estelle Fennell	Humboldt	Northern
Special District	Debra Lake	Humboldt	Northern
CENTRAL REGION			
City	Bill Kirby*	Placer	Central
Public	Anita Paque*	Calaveras	Central
COASTAL REGION			
City	Margie Mohler	Napa	Coastal
	John Marchand*	Alameda	Coastal
Public	Susan Vicklund Wilson	Santa Clara	Coastal
	Christopher Skelton	Marin	Coastal
	David Ross	Ventura	Coastal
	Sblend Sblendorio*	Alameda	Coastal
	Cherie Bobbe	Santa Cruz	Coastal
SOUTHERN REGION			
County	Michael Kelley*	Imperial	Southern
Special District	Jo MacKenzie	San Diego	Southern
	Jerry Gladbach	Los Angeles	Southern

* *incumbent*

Board of Directors 2017/2018 Nominations Form

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

BUTTE LAFCo of the NORTHERN Region

Nominates BILL CONNELLY

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

August 3, 2017
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

Board of Directors 2017/2018 Candidate Resume Form

Nominated By: BUTTE LAFCo Date: August 3, 2017

Region (please check one): ☒ Northern ☐ Coastal ☐ Central ☐ Southern

Category (please check one): ☐ City ☒ County ☐ Special District ☐ Public

Candidate Name BILL CONNELLY

Address 1453 Downer Street, Suite C

Phone Office (530) 538-7784 Mobile _____

e-mail bconnelly@buttecounty.net

Personal and Professional Background:

Bill has lived in Butte County most of his life and considers Oroville to be his hometown. Bill has been married for 44 years. He and his wife have two children ages 38 & 28 as well as an 8 year old grandson and a 2 year old granddaughter. Bill graduated from Oroville High School in 1971 and subsequently attended Santa Rosa Community College from 1971 to 1973 majoring in Business Administration. At that time he entered into service with the United States Air Force, completing a four year stint in 1977. Following his military service, Bill enrolled at Butte & Yuba Colleges to further his education.

Bill is a state licensed General Contractor and owns and operates Connelly's Professional Services, specializing in roofing and general construction. Bill is a fourth term Butte County Supervisor, representing District 1.

LAFCo Experience:

Bill has served on the Butte LAFCo for 12 years being first appointed in January 2005 to complete an open term and subsequently re-appointed in 2007, 2011 and 2015 for four year terms. During Bill's term on LAFCo he has served on the Budget Committee annually. Bill was, and continues to be, instrumental in providing a small business perspective to LAFCo operations. As a member of the Budget Committee, Bill worked closely with the Executive Officer in developing creative budget solutions which resulted in cost reductions to our member agencies. Bill has participated in ongoing discussions concerning cooperative land use programs and often serves as LAFCo's liaison to County staff. Perhaps Bill's greatest accomplishment was the Commission's push to annex two long standing County DUC's which was accomplished this past summer. Without Bill's constant pressure to move forward, the partners (city-county-LAFCo) may have stopped during early discussions.

CALAFCO or State-level Experience:

Bill is currently serving on the CALAFCO Board of Directors. Bill previously served on the CALAFCO Board of Directors in 2010. Bill was a member of the California State Association of Counties (CSAC) for eight years. As a small business owner, Bill understands the necessity for balance between good governance and encouraging business friendly environments. Bill has lobbied for LAFCo Bills at the State Assembly and Senate level.

Bill continues to be deeply involved in the relicensing of Oroville Dam which includes negotiations with the State Department of Water Resources and the Federal Energy Relicensing Commission. Bill has traveled to Washington, DC a total of 11 times for high-level meetings with federal officials in his efforts to fight for equal and fair compensation for the impacts and lost opportunities created with the construction of Oroville Dam.

Availability:

Bill is currently available for all the dates provided by CALAFCO and is eager to serve and provide a strong north state perspective.

Other Related Activities and Comments:

Throughout his life Bill has believed in community awareness and the great opportunities available to serve his community. It is through these many opportunities as listed below, that he has recognized the value of community participation at all levels and from all citizens. Bill hopes to add to the list the opportunity to serve his greater community through the experience of participating with the CALAFCO Board of Directors for another term.

Boards, Memberships & Affiliations-

- CSAC Alternate
- Lifetime member of Masons
- Past Master of Masonic Lodge 103, Shriner
- Butte County Local Agency Formation Commission since 01/2005
- Rotary
- Eagles
- American Legion
- Native Sons of California
- American Veteran Member
- Oroville Wyandotte Grange
- Avid Hunter
- Raced motorcycles for 20 years as hobby in CA & NV.
- Moose Lodge Member

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CALAFCO
1215 K Street, Suite 1650
Sacramento, CA 95814

Board of Directors 2017/2018 Nominations Form

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

Humboldt LAFCo of the Northern Region

Nominates Estelle Fennell

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

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Membership Meeting of the Association.


LAFCo Chair


LAFCo Vice Chair

September 20, 2017

Date

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completed nominations to:
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CALAFCO
1215 K Street, Suite 1650
Sacramento, CA 95814

Board of Directors 2017/2018 Candidate Resume Form

Nominated By: Humboldt LAFCo Date: 9-20-17

Region (please check one): ☒ Northern ☐ Coastal ☐ Central ☐ Southern

Category (please check one): ☒ City ☐ County ☐ Special District ☐ Public

Candidate Name Estelle Fennell

Address 1056 Perry Meadow Road, Redway, CA 95560

Phone Office 707-476-2392 Mobile 707-223-5644

e-mail efennell@co.humboldt.ca.us

Personal and Professional Background:

- Two terms as Humboldt County Second District Supervisor, 2013 - current
- Serves on several advisory councils and committees, including but not limited to: Redwood Coast Energy Authority, North Coast Railroad Authority, County Medical Marijuana Ad Hoc Committee, North Coast Counties Policy Committee, County Fire Services Subcommittee, Eel/Russian River Joint Powers Commission
- Long-term involvement with the Humboldt County General Plan Update
- Former news director at Redwood Community Radio
- Former board member of Briceland volunteer fire department

LAFCo Experience:

- County member on LAFCo since 2013
- Current LAFCo Chair
- Extensive knowledge and experience with sustainable fire services planning, district formation, local funding sources, and municipal service reviews

CALAFCO or State-level Experience:

- Experience with sustainable groundwater management act compliance, cannabis regulation, subdivision map act, agricultural preservation policy, and other local government issues affecting communities in the Northern Region
- Interest in CALAFCO activities, educational opportunities, and resource sharing - Attendee at the 2016 and upcoming 2017 CALAFCO Annual Conferences

Availability:

- Available to travel and attend CALAFCO Board meetings and participate in standing committees

Other Related Activities and Comments:

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Board of Directors 2017/2018 Nominations Form

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

Humboldt LAFCo of the Northern Region

Nominates Debra Lake

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

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Membership Meeting of the Association.



LAFCo Chair



LAFCo Vice Chair

September 20, 2017

Date

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completed nominations to:
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CALAFCO
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Sacramento, CA 95814

Board of Directors 2017/2018 Candidate Resume Form

Nominated By: Humboldt LAFCo Date: 9-20-17

Region (please check one): ☒ Northern ☐ Coastal ☐ Central ☐ Southern

Category (please check one): ☐ City ☐ County ☒ Special District ☐ Public

Candidate Name Debra Lake

Address 360 Whitlow Road, Myers Flat, CA 95554

Phone Office 707-943-3402 Mobile 707-498-7733

e-mail lake_92224@yahoo.com

Personal and Professional Background:

- Small business owner, Certified Dog Trainer, Present
- Retired Postmaster, United States Postal Service, 1989-2016
- Founding member of the Humboldt County Fire Safe Council, 2002-2015
- Medical First Responder with the Fruitland Fire Company, 2006-present
- Current Board Member with the recently formed Fruitland Fire Protection District, 2016-Present

LAFCo Experience:

- Elected as special district member on LAFCo in 2016
- Extensive knowledge and experience with rural fire protection services, district formation, local funding sources, and municipal service reviews
- Unbiased, critical thinking skills applying to rural growth and development

CALAFCO or State-level Experience:

- Experience in management, finances, and local government that apply to rural counties in the Northern Region
- Interest in CALAFCO activities, educational opportunities, and resource sharing
- Attendee at the 2016 and upcoming 2017 CALAFCO Annual Conference

Availability:

- Available to travel and attend CALAFCO Board meetings and participate in standing committees

Other Related Activities and Comments:

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News from the Board of Directors

CALAFCO QUARTERLY

July 2017

CALAFCO Board Adopts Association's 2017-18 Strategic Plan

During their May 5 meeting, the CALAFCO Board of Directors considered the Association's two-year strategic plan for 2017-18. The draft strategic plan was presented to the Board for consideration as a follow up to their day-long strategic planning retreat session in January. The discussion, both in January and in May focused on current and emerging LAFCo and CALAFCO issues, what puts our members and the Association at risk and current CALAFCO commitments. The Board also carefully considered available resources to fulfill objectives and deliver the highest quality support to our members.



Ultimately the Board approved three strategic areas: (1) Serve as an educational resource to member LAFCo Commissioners, LAFCo staff, Associate members and stakeholders; (2) Focus efforts on Association member development and communication; and (3) Serve as an information resource to all Association members, work as a legislative and policy advocate for LAFCo issues and provide information to the Legislature and other stakeholders. Within those three areas are objectives that address the identified needs of creating value-added educational and networking opportunities, building stronger member LAFCOs and a resilient Association, generating ourselves in new ways as an information resource, and continuing our work as a legislative resource.

The 2017-18 Strategic Plan was unanimously adopted by the CALAFCO Board during their May 5 meeting. The adopted plan has been distributed to the membership and can be found on the CALAFCO website.

Additional CALAFCO Board Actions

During the May 5 meeting the Board addressed several administrative issues and took a number of other actions:

- ◆ Reviewed and adopted the Association's FY 2017-18 annual budget.
- ◆ Received and filed the quarterly financial reports. The budget is on track for the year with no changes anticipated.
- ◆ Received a full legislative update.
- ◆ Received other status updates from CALAFCO staff.
- ◆ Directed staff to plan for an in-depth discussion at their August Board meeting on the long-term financial state of the Association.



Conferences and Workshops Update

2017 STAFF WORKSHOP

The 2017 Staff Workshop was held **April 5-7** at the Doubletree by Hilton in downtown Fresno. Our host for this workshop was **Fresno LAFCo**. The Program Planning Committee did a great job in planning a diverse program of topics and interesting speaker line up. The Workshop received a rating of 5.3 out of 6.0 and was a financial success with all revenues and expenses meeting budget expectations. CALAFCO wishes to thank our host, **Fresno LAFCo**, and in particular Executive Officer **David Fey**. Thanks also to the Program Planning Committee Chair, **Kris Berry**, and all who worked to plan another great Workshop.

2017 ANNUAL CONFERENCE

Mark your calendars for the 2017 Annual Conference on **October 25-27**. We will be in Mission Bay, San Diego at the Bahia Hotel. Registration is open so make your hotel reservations early and be sure to send in your Conference registration and payment before August 31 to receive the early bird registration rate. A very special mobile workshop is being planned that will include a tour of the Claude "Bud" Lewis desalination plant, the largest in the nation. We will also be touring the adjacent Encina Power Station. The Program Planning Committee, under the leadership of **Carolyn Emery** (Orange), is busy putting together a fabulous program. For details, visit the CALAFCO website.

CALAFCO White Papers and Other Publications

In partnership with the American Farmland Trust (AFT), we are currently working on a White Paper on **Ag Policies**. Work on this project is anticipated to be completed by the end of summer. A huge thank you to Serena Unger of the AFT, and to Executive Officers **Christine Crawford** (Yolo), **Neelima Palacherla** (Santa Clara), **David Fey** (Fresno), and Associate Member **Elliot Mulberg** for their work on the paper.



CALAFCO Legislative Update

A busy legislative year to be sure. CALAFCO is sponsoring three bills, tracking 20 bills and has formal positions on 13 bills. A full legislative update including the bills CALAFCO is tracking can be found on the CALAFCO website. The report is updated daily via Capitol Track.





Sponsored bills this year include:

- ◆ **AB 464** (Gallagher) which makes changes addressing the issue of annexations of areas receiving services via an out of area service agreement. The bill was signed into law by the Governor on July 10.
- ◆ **AB 979** (Lackey) (co-sponsored with CSDA) which streamlines the process of seating special districts on LAFCo. The bill passed Assembly and is now on the Senate floor for passage.
- ◆ **AB 1725** (Omnibus) contains several technical, non-substantive changes to CKH. The bill is on the Senate floor awaiting passage.

Other bills of notice include:

- ◆ **AB 1361** (E. Garcia) CALAFCO Oppose – This bill was recently gut and amended. As amended, it allows water districts to provide service to an Indian tribe's lands that are not within the district boundaries without going through the current statutory process of approval by LAFCo. Amendments were taken by the author during the SG&FC hearing July 19 that include LAFCo's ability to apply certain terms and conditions to the application by the water agency and limits the land to be served to lands in trust. However, CALAFCO still has a number of concerns and will continue to work with the author and sponsor.
- ◆ **SB 448** (Wieckowski) – CALAFCO Support - The bill requires the State Controller to: (1) identify independent special districts separately on their website (from the other thousands of districts); (2) notify LAFCo when a special district becomes inactive (based on the new criteria in statute); and (3) remove the district from the inactive list if it is deemed active or upon dissolution. The bill requires LAFCo to: (1) initiate dissolution within 90 days of notification by the Controller; (2) hold a noticed public hearing for dissolution within 90 days of initiating the process; and (3) determine if the district meets the inactive criteria (and if so then order the dissolution) and if not, notify the Controller. The dissolution process requires only one noticed public hearing and no protest process, special study or MSR. Finally the bill requires a special district to file their audits with the LAFCo at the same time they file with the Controller. CALAFCO has been working extensively with the author and other stakeholders over many months on obtaining a host of amendments.

Little Hoover Commission Update

The LHC held their final roundtable discussion on LAFCos and special districts on June 22. A host of draft recommendations were discussed in detail by the Commission and stakeholders. The next hearing on this

topic, at which they are scheduled to adopt the final recommendations, is set for August 24.



Around the State

San Diego LAFCo

Submitted by Escondido Mayor Sam Abed, Chairman of the San Diego LAFCo

On May 1, 2017, long time San Diego LAFCo Executive Officer Mike Ott announced his retirement, effective August 31, 2017. Some of Mike's good friends and co-workers have also announced their retirement from the San Diego LAFCo. Joining him in retirement this summer will be Chief Local Governmental Analyst Ingrid Hansen, who has been working part-time as a retired worker for the past ten years. She originally started with the San Diego LAFCo in 1981. And Harry Ehrlich, who serves as Legislative Director, also announced that he will be retiring to spend more time with his wife and family. Harry was recently elected to the Borrego Water District and will be able to devote more of his time to this desert water agency in north eastern San Diego County, plus his consulting firm.

Over the past 25 years, Mike was at the helm of the San Diego LAFCo during a time of tremendous change. Among the more difficult projects he oversaw were seven different incorporations – not all of which were successful; one failed special reorganization proposal (La Jolla Secession); one unsuccessful disincorporation attempt (Imperial Beach); and an effort that he discouraged that would have resulted in the formation of a municipal utility district to replace the San Diego Gas and Electric Company. Perhaps, most important were his government streamlining efforts. He was responsible for streamlining government services in a diverse county of over 3.2 million people occupying 4,500 square miles through consolidating 90 special districts. Of particular note is the agency's work with fire agencies. Over one million acres of unincorporated San Diego County are now within a structural fire protection and emergency medical service provider. This has improved life safety for San Diego County residents and millions of tourists that visit the County each year.

The San Diego LAFCo has been honored with sixteen statewide awards for its professional excellence and innovation during the past 25 years that Mike Ott led LAFCo. The agency was recognized by CALAFCO in 1998, 2002 and 2004 as the "Most Effective Commission" in the



State. Mike previously served as the first Deputy Executive Officer of CALAFCO and wrote the groundbreaking 1989 report that resulted in the reorganization of CALAFCO. During his time with the San Diego LAFCo, Mike also completed the first ever LAFCo-initiated district consolidation in California. He served on the Governor's Office of Planning and Research's Incorporation Task Force and Municipal Service Review Working Group between 1999 and 2001. Mike, Ingrid, and Harry Ehrlich are all previous recipients of CALAFCO's Outstanding LAFCo Professional award.

In 2018, the San Diego LAFCo will begin a major update to its Spheres of Influence, Municipal Service Reviews, Disadvantaged Community Program, and launching an Unincorporated Island Program. These programs will affect 18 municipalities and 80 special districts. The San Diego LAFCo is accordingly seeking a talented and experienced leader to manage these programs after Mike Ott retires. The Commission will also be recruiting for several new analysts in the upcoming months.

According to Mike, "Having headed the San Diego LAFCo for twenty-five years, I can say unequivocally it is an excellent organization and this is an exceptional career opportunity for an experienced and creative leader interested in helping to shape the future of San Diego County. San Diego LAFCo is fortunate that it will continue to be staffed by brilliant LAFCo attorney, Mike Colantuono and a talented workforce consisting of Robert Barry, Joe Serrano, Tammy Luckett, Ruth Arellano, Erica Blom, and Dieu Ngu, plus an incredible group of experienced consultants."

Los Angeles LAFCo

LA LAFCo is pleased to announce the hiring of Adriana Romo as Deputy Executive Officer, who recently assumed the office. Adriana recently served as Local Government Analyst III with Riverside LAFCo, where she worked since 2002.

Vector Control Services in LA County:

Given the public health challenges associated with preventing the spread of diseases (chikungunya, dengue, encephalitis, West Nile virus, yellow fever, and Zika), LA LAFCo continues its proactive efforts to annex a handful of unincorporated areas and cities into existing vector control districts. The Commission annexed unincorporated La Crescenta-Montrose and the City of La Cañada Flintridge into the Greater Los Angeles Vector Control District (GLAVCD) in 2015. Tentatively scheduled for the Commission's July 12th meeting is the proposed annexation of the cities of Baldwin Park and Pasadena into the San Gabriel Valley Mosquito and Vector Control District. Within the next few months, the GLAVCD intends to file an out-of-agency service extension request to serve the City of

Vernon on an interim basis (ideally leading to a future annexation). With the exception of the City of Long Beach (which has its own robust in-house vector control program), the City of Vernon is the sole remaining city in Los Angeles County not served by a vector control district. In the face of increasing health risks, the proactive collaboration amongst several parties (LA LAFCo, vector control districts, the County of Los Angeles, and the involved cities) are yielding positive results for the benefit of the public.

Sonoma LAFCo

Sonoma LAFCo is pleased to report the receipt of an application from the City of Santa Rosa for annexation of five unincorporated islands, including the community of Roseland in south west Santa Rosa. The Commission will adjudicate the proposal at its August meeting. Assuming approval and eventual ratification of the application, the annexation will resolve a decades-long exclusion of a large community of approximately 6,500 residents from the City.

Solano LAFCo

Solano LAFCo announces the hiring of a new Executive Officer, Richard J. Seithel, who will begin on August 9, 2017. Richard is a resident of Antioch and currently serves as the Chief of Annexations and Economic Stimulus Programs for Contra Costa County. He has served Contra Costa County in the County Administrator's Office for the past nineteen years as a deputy county administrator. Richard will be a permanent full-time employee of the commission. Since 2013, the Solano LAFCo Executive Officer position has been filled by contractors working only part time. The move to a permanent full-time executive officer will ensure greater availability and service to the county, cities, districts and the public.



*The CALAFCO Board of Directors and Staff
wish all of you a wonderful summer!*

News from the Board of Directors

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CALAFCO Associate Members' Corner

This section highlights our Associate Members. The information below is provided to CALAFCO by the Associate member upon joining the Association. All Associate member information can be found in the CALAFCO Member Directory.



CALAFCO is pleased to welcome our newest Silver Associate Member, **Peckham & McKenney**. **Peckham & McKenney, Inc.** provides executive search services to local government agencies throughout the Western United States and is headquartered in Roseville, California. The firm was established as a partnership in 2004 by Bobbi Peckham and Phil McKenney, who serve as the firm's Recruiters and bring over 50 years' combined experience in local government and executive search. To learn more about them, visit them at www.peckhamandmckenney.com, or call them at 866-912-1919.



Mark Your Calendars For These Upcoming CALAFCO Events

- ◆ CALAFCO Board of Directors meeting, August 18, San Diego
- ◆ CALAFCO Legislative Committee meeting, August 25, conference call

Upcoming CALAFCO Conferences and Workshops

2017 ANNUAL CONFERENCE

October 25 – 27

Bahia Mission Bay

San Diego, CA

Hosted by CALAFCO

2018 STAFF WORKSHOP

April 11 – 13

Four Points Sheraton

San Rafael, CA

Hosted by Marin LAFCo

2018 ANNUAL CONFERENCE

October 3-5

Tenaya Lodge

Yosemite, CA

Hosted by CALAFCO

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AGENDA ITEM 3D

MEETING DATE: October 23, 2017
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Potential Countywide Fire Services Planning

RECOMMENDATION

The following procedures are recommended with respect to the Commission's consideration of this item:

By order of Chair, with Commission concurrence, receive staff report and provide direction

DISCUSSION

In 2016, Del Norte LAFCo prepared a Countywide Fire Protection Services MSR to evaluate the current range of emergency fire and rescue services provided by local fire departments in Del Norte County (Crescent Fire and Rescue, Fort Dick FPD, Gasquet FPD, Klamath FPD, and Smith River FPD). The MSR identified volunteer recruitment, funding, response, training, and equipment challenges experienced by districts and evaluated opportunities to expand mutual and automatic aid agreements. Since then, LAFCo staff has continued to work with the Klamath FPD on recruitment efforts.

There is an ongoing need to strategize about sustaining and improving Del Norte County emergency fire and rescue services. Additional planning and technical assistance is recommended to address the primary issues facing each department:

- **Revenue**
 - Need a revenue source or current revenue source is not adequate
- **Recruitment and Retention**
 - Aging membership and inadequate number of members
 - Difficulty recruiting and retaining members.
 - Need to formalize interoperations with surrounding departments to improve level of service
- **Training**
 - Need "qualified" trainers to locally deliver minimum/essential levels of training to meet workers comp requirements and other state requirements and to improve level of service

- **Administrative**
 - Need personnel/capacity to document personnel and training, incident reporting, budget and financial management, planning, and grant writing

LAFCo staff is proposing to hold a series of meetings with fire service representatives from each department to explore organizational options and funding needs of each department. These meetings would be held to increase the understanding of:

- The top challenges of sustaining the current level of emergency services
- The strengths and assets of each department
- The benefits of working together to build capacity and meet shared challenges
- The range of possible organizational options for addressing challenges
- Prioritize which options have the most potential and merit further exploration

Potential opportunities, if leveraged, could benefit all fire departments including:

- A coordinated and ongoing recruitment and retention program
- Training
 - Recruitment academy
 - Regular training for medical certification and re-certification
 - Qualified training officer/coordination to provide/manage/track training
- Administration
 - Shared administrative staff person to manage financial records, district board proceedings and records, support the development of grant applications; planning
- Supporting response interoperability/level of service
 - Some departments may have more capacity to provide service within and outside their response area and can receive funding to improve service to the residents of neighboring districts
 - Supporting sleeper or other programs that provide an initial response engine
 - Other funding needed for interoperability

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AGENDA ITEM 3E

MEETING DATE: October 23, 2017
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: FY 2017-2018 First Quarter Accounting

RECOMMENDATION

The following procedures are recommended with respect to the Commission's consideration of this item:

By order of Chair, with Commission concurrence, review FY 2017-2018 First Quarter Accounting.

No action required

DISCUSSION

The FY 2017-2018 First Quarter Accounting is attached. Revenues have been deposited from both the City and County. Expenses are below budget overall for the year.

We would like to acknowledge the County Auditor's helpfulness in providing information.

ATTACHMENTS

Exhibit A - FY 2017-2018 First Quarter Accounting

Agenda Item 3E - First Quarter Report

Del Norte LAFCo FY 2017-18 Budget

Account		FY 2017-18 Adopted	FY 2017-18 Qtr 1 Report
EXPENDITURES			
Line #	SERVICES & SUPPLIES		
20150	Insurance	\$2,100.00	\$2,100.00
20200	CALAFCO Membership	\$898.00	\$898.00
20221	Printing	\$50.00	\$0.00
20223	Postage	\$50.00	\$0.00
20230	Professional Services		
	MSR/SOI Preparation	\$24,500.00	\$5,602.00
	Application Processing	\$10,000.00	\$0.00
20231	Prof. Serv. Executive Officer/ Admin.	\$47,500.00	\$12,039.52
20232	Prof. Serv. Legal Counsel	\$2,000.00	\$0.00
20240	Advertising/Publications	\$400.00	\$0.00
	Conferences (CALAFCO when funds available)	\$0.00	\$0.00
70530	Interfund-Cost Plan	\$1,918.00	\$0.00
20233	Public Member Stipend (up to 8 mtgs @ \$40/mtg)	\$320.00	\$0.00
	TOTAL EXPENDITURES	\$89,736.00	\$20,639.52
REVENUES			
91125	Project Revenue (Application Deposit)*	\$10,000.00	\$0.00
90300	Interest	\$11.00	
90780	Del Norte County	\$39,862.50	\$39,862.50
90781	City of Crescent City	\$39,862.50	\$39,862.50
07100	Funds from Account #42801007100	\$0.00	\$7,715.06
	TOTAL REVENUES	\$89,736.00	\$87,440.06

*Deposit paid by applicants to cover application processing. Projected amount for auditor use in issuing payment for expense claims.

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AGENDA ITEM 3F

MEETING DATE: October 23, 2017
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Klamath Fire Protection District Status Report

Del Norte LAFCo Executive Officer and Fire Services Specialist attended Klamath Fire Protection District (FPD) August 16 2017 Board meeting. Four of five board members and the assistant fire chief present. Items discussed included:

1. Update on District volunteer recruitment and training efforts. Fire Academy.
2. District FY 2017-18 Budget - The Budget has been adopted.
3. Fundraising activities coordination with Klamath Fire Auxiliary. Auxiliary President Johnette Gahart and other Auxiliary board members attended the meeting and presented a check for \$6,800 for radios. John McFarland will deliver the check to Six rivers Communications and arrange for radio order
4. The Board implementing agreement with the Eel River Valley Fire Academy to conduct a Klamath Fire Academy in 2017.
5. The Klamath Fire Protection District Board discussed the Del Norte County Grand Jury 2017 Report. The Klamath FPD Board will be responding to this this report.
6. Yurok Tribe Grant Writer Bessie Shorty attended meeting and reported on grant funding opportunities for personal protective equipment (PPEs).

Subsequent to the meeting there have been three Fire Academy training sessions.

#	Academy Topic & Schedule	Hrs	Assignments
1	<ul style="list-style-type: none">• Welcome, Academy schedule / logistics• Firefighter ethics / expectations• Fire behavior /Firefighter safety CLASSROOM TRAINING DATE: Tuesday August 1 -6PM	3	International Fire Service Training Association (IFSTA) Essentials of Fire Fighting, Text Chapters 1 & 3
2	<ul style="list-style-type: none">• Personal Protective Equipment (PPE)• Self Contained Breathing Apparatus (SCBA) CLASSROOM TRAINING DATE Tuesday August 15 -6PM	3	IFSTA Chapter 2 & 6 T/S assignments - Firefighter orientation& safety, Firefighter PPE & SCBA
3	<ul style="list-style-type: none">• Hoses, nozzles and streams• Water Supply, Hose Lays• Fire Suppression WEEKEND /FIELD DAY DATE: Saturday August 26 -8AM	8	IFSTA Chapter 17 T/S assignments - Fire control

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ATTACHMENT 3H

MEETING DATE: October 25 2017
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Public Member Recruitment

RECOMMENDATION

Staff recommends the Commission direct staff to proceed with noticing the public member vacancy and appoint a special committee, consisting of one county and one city member, to evaluate applicants and make a recommendation to the Commission. This could include interviews.

DISCUSSION

The current public member term has expired. The following describes the actions to appoint a public member position on the Commission for the 2018-2022 Term. As directed by the Commission, the Executive Officer will notice the vacancy as described below.

The Executive Officer will mail the notice of vacancy to each local agency within the county, and to community and other organizations as deemed appropriate. In addition, the notice of vacancy will be published in the Daily Triplicate newspaper and posted at the Supervisors Chambers. Unless otherwise directed by the Commission, an application period of 20 days from the date of the posting of the notice will be established for acceptance of applications. The notice and application form are attached.

Upon closing of the application period, the Executive Officer will review all applications received within the established time period, for completeness. The alternate public member or former public member may apply for the position by submitting an application.

Attachments: NOTICE OF POSITION AVAILABILITY: PUBLIC MEMBER
APPLICATION: PUBLIC MEMBER

**NOTICE OF POSITION AVAILABILITY:
PUBLIC MEMBER**

The Del Norte Local Agency Formation Commission (LAFCo) invites interested persons to apply for the position of the public member on the Commission, for a four-year term ending in January 2022. The public member elected will serve as a "voting member".

LAFCo is an independent regulatory agency charged with encouraging the orderly formation and development of local governmental agencies, preserving agricultural resources, discouraging urban sprawl, and assuring efficient local government services. LAFCo meets, as needed, on the fourth Monday of the month at the Del Norte County Administrative Center, Board of Supervisors Chambers, 981 H Street, Suite 100, Crescent City at 4:00 p.m.

The Commission is composed of five voting members representing local government and the public: two members representing the County of Del Norte, two members representing the City of Crescent City, and one member representing the general public. There are also three alternate members that represent each category - county, city, and public - who vote only in the absence of a voting member.

Interested individuals must be residents of Del Norte County, be able to regularly attend LAFCo meetings, and not be officers or employees of the county, city or special district within the county. Previous involvement in or experience with issues of local concern in Del Norte County is desired. The public member is a public official and is required to file a standard financial disclosure statement annually with the California Fair Political Practices Commission.

Candidates for the position must complete an application form and provide a resume indicating applicable experience and/or service. All application materials must be submitted to Del Norte LAFCo, 1125 16th Street, Suite 202, Arcata, CA 95521, by November 24, 2017. Interviews of candidates will be held on _____. The Del Norte LAFCo Commission will make the Public Member appointment at their January 2018 meeting.

For more information, please call George Williamson, LAFCo Executive Officer, at (707) 825-9301 or email eo@delnortelafco.org.

APPLICATION: PUBLIC MEMBER

Candidates for the position of public member must complete this application and provide a supplemental resume. All application materials must be submitted to the LAFCo office at 1125 16th Street, Suite 202, Arcata, CA 95521, on or before November 24, 2017.

DATE:

NAME:

ADDRESS:

PHONE:

E-MAIL:

LENGTH OF RESIDENCE IN DEL NORTE COUNTY:

ARE YOU AN OFFICER/ EMPLOYEE OF THE COUNTY, A CITY OR SPECIAL DISTRICT
WITHIN DEL NORTE COUNTY?

PRESENT OCCUPATION:

DUE TO YOUR CURRENT EMPLOYMENT OR OCCUPATION, DO YOU ANTICIPATE ANY
CONFLICTS OF INTEREST REGARDING DECISIONS YOU WILL BE ASKED TO MAKE AS A
LAFCO MEMBER? IF SO, PLEASE EXPLAIN.

ORGANIZATION MEMBERSHIP(S):

SPECIAL INTERESTS/ EXPERIENCE:

3 REFERENCES (NAME AND PHONE);

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AGENDA ITEM 4A

MEETING DATE: October 23, 2017
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Executive Officers Report

Report on Hussey Ranch Corporation (HRC) Community Services District (CSD) potential annexation discussions

Coordinating with Jed Smith Homeowners Association (HOA) & HRC CSD on potential water systems consolidation/ annexation. The Jed Smith HOA is in CSD Sphere of Influence. Have requested meeting with HOA & CSD Board members to describe annexation process.

Report on State Water Resources Control Board coordination on water services extensions to mobile home parks

State Water Resources Control Board funding technical studies for extending City water services outside City boundaries to mobile home/trailer parks for health and safety purposes. Communicated LAFCo process for services extensions and have provided cost estimate to State Water Resources Control Board staff for budgeting purposes.

Municipal Services Reviews

Reviewing greater Crescent City area Municipal Services Review options, which would include Church Tree and Bertsch Ocean View Community Services Districts in addition to the City.

CALAFCO 2017 Annual Conference - San Diego October 25-27

Will be attending the CALAFCO 2017 Annual Conference same week. Will discuss conference sessions and materials available from those.