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| REGULAR MEETING AGENDA |
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**Del Norte Local Agency Formation Commission
Board of Supervisors Chambers
981 H Street, Suite 100, Crescent City, CA 95531
June 4, 2018 4:00 pm**

1. Call to Order/Roll Call
Pledge of Allegiance
2. Public Hearings
 - A. FY 2018-19 Final Budget (ATTACHMENT 2A)
3. Regular Business
 - A. Approval of April 23, 2018 Draft Minutes (ATTACHMENT 3A)
 - B. FY 2017-18 Budget Review (ATTACHMENT 3B)
 - C. FY 2017-18 Budget Amendment – Committee Meeting (ATTACHMENT 3C)
 - D. Approval of FY 2017-18 Staffing Services Contract (ATTACHMENT 3D)
 - E. Fire Services Update (ATTACHMENT 3E)
 - F. Legislative Update – CALAFCO Support Letters (ATTACHMENT 3F)
4. Inquiries, Correspondence, Application Status and Referrals
 - A. Staff - The Executive Officer will provide a report of current projects, issues of interest, and pending legislation.
MSR & SOI Update (ATTACHMENT 4A)
Special District Representation on LAFCo (Verbal report)
 - 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 Scheduled for July 23 2018

**DEL NORTE
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Arcata, California 95521
TEL (707) 825-9301 FAX (707)825-9181
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AGENDA ITEM 2A

MEETING DATE: June 4, 2018
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: FY 2018-2019 Final Budget

BACKGROUND

Local Agency Formation Commissions (LAFcos) are responsible under State law for annually adopting a proposed budget by May 1st and a final budget by June 15th. State law specifies the proposed and final budgets shall - at a minimum - be equal to the budget adopted for the previous fiscal year unless LAFco finds the reduced costs will nevertheless allow the agency to fulfill its prescribed regulatory and planning duties.

DISCUSSION

The Final FY 2018-2019 Budget (Attached as Exhibit A to Resolution 18-01) is included.

This is similar to the proposed budget reviewed at the April 23, 2018 meeting. The proposed FY 2018-2019 Budget was provided to the County and City of Crescent City, no comments were received.

RECOMMENDATION

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

- Receive verbal report from staff;
- Re-Open the public hearing and invite testimony; and
- Discuss item and - if appropriate - close the hearing and consider action on recommendation:
 - 1) Adopt Resolution 18-01 approving the final budget for fiscal year 2018-2019, as provided in Exhibit A.

ATTACHMENTS

Resolution No. 18-01 Adopting a Final Budget for Fiscal Year 2018-2019

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RESOLUTION 18-01

ADOPTING A FINAL BUDGET FOR FISCAL YEAR 2018-2019

WHEREAS, the Del Norte Local Agency Formation Commission ("Commission") is required by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 to adopt a proposed budget for the next fiscal year no later than May 1 and a final budget no later than June 15th for the next fiscal year; and

WHEREAS, the Commission approved a proposed budget at a noticed public hearing on April 23, 2018; and

WHEREAS, at Commission direction, the Executive Officer circulated the proposed budget to local funding agencies that contribute to the Commission's budget; and

WHEREAS, the Executive Officer prepared a report with recommendations for a final budget; and

WHEREAS, the Executive Officer's report was presented to the Commission in the manner provided by law; and

WHEREAS, the Commission heard fully and considered all of the evidence presented at its public hearing on the final budget held on June 4, 2018; and

WHEREAS, the Commission determined the proposed budget projects the staffing and program costs of the agency as accurately and appropriately as is possible.

WHEREAS, the Commission determined the final budget may be slightly reduced due a reduction in the budgeted Interfund Cost Plan from \$1,918.00 to \$1,692.00. This will not reduce staffing or program allowances for FY 2018-19.

NOW, THEREFORE, BE IT RESOLVED by the Commission as follows:

1. The Final Budget for Fiscal Year 2018-2019 as presented in Exhibit A is approved.
2. The overall operating costs provided in the final budget will allow the Commission to fulfill its regulatory and planning responsibilities as required under Government Code Section 56381(a).

PASSED AND ADOPTED at a meeting of the Del Norte Local Agency Formation Commission on the 4th day of June, 2018, by the following vote:

AYES: Commissioners:
NOES: Commissioners:
ABSENT: Commissioners:
ABSTAIN: Commissioners:

Blake Inscore, Chair
Del Norte LAFCo

George Williamson, Executive Officer
Del Norte LAFCo

Exhibit: A Final Budget

EXHIBIT A
FY 2018-2019 FINAL BUDGET

Del Norte LAFCo FY 2018-19 Budget

| Account EXPENDITURES | | FY 2018-19 Final |
|----------------------|--|---------------------|
| Line # | SERVICES & SUPPLIES | |
| 20150 | Insurance | \$2,100.00 |
| 20200 | CALAFCO Membership | \$925.00 |
| 20221 | Printing | \$50.00 |
| 20223 | Postage | \$50.00 |
| 20230 | Professional Services | |
| | MSR/SOI Preparation | \$24,500.00 |
| | Application Processing | \$10,000.00 |
| 20231 | Prof. Serv. Executive Officer/ Admin. | \$47,520.00 |
| 20232 | Prof. Serv. Legal Counsel | \$2,000.00 |
| 20240 | Advertising/Publications | \$400.00 |
| | Conferences (CALAFCO when funds available) | \$0.00 |
| 70530 | Interfund-Cost Plan | \$1,692.00 |
| 20233 | Public Member Stipend (up to 8 mtgs @ \$40/mtg) | \$320.00 |
| | TOTAL EXPENDITURES | \$89,557.00 |
| | | |
| | REVENUES | |
| 91125 | Project Revenue (Application Deposit)* | \$10,000.00 |
| 90300 | Interest | \$20.00 |
| 90780 | Del Norte County | \$39,768.50 |
| 90781 | City of Crescent City | \$39,768.50 |
| 07100 | Funds from Account #42801007100 | \$0.00 |
| | TOTAL REVENUES | \$89,557.00 |
| | FY 2018-19 revenues \$20 higher than expense due to projected interest | |

* amount for auditor use in issuing payment for application expenses

REGULAR MEETING MINUTES

Del Norte Local Agency Formation Commission Board of Supervisors Chambers April 23, 2018 4:00 pm

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

Members absent: None,

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

1. Call to Order/Roll Call

Chairman Inscore called the meeting to order at 4:00 p.m. Nicole Burshem took roll call. Commissioner Inscore led the Pledge of Allegiance
Commissioner Berkowitz arrived at 4:08 p.m.

2. Public Hearings

A. FY 2018-2019 Proposed Budget

The Commission received a verbal report from staff; Chairman Inscore opened the public hearing, there was no public testimony; and the Commission discuss the item. Chairman Inscore closed the hearing:

On a motion by Commissioner Gitlin, seconded by Commissioner Countess, and carried by a 5-0 vote, the proposed budget for fiscal year 2018-19, as provided in Attachment A to the staff report was approved. The Commission directed the Executive Officer to distribute the proposed budget to the City of Crescent City and Del Norte County, and schedule the final budget for a public hearing at the Commission's June 4 meeting.

3. Regular Business

A. Approval of January 22, 2018 Draft Minutes

On a motion by Commissioner Countess, seconded by Commissioner Greenough, and carried by a 5-0 vote the January 22, 2018 Minutes were approved.

B. CALAFCO Report Agricultural Preservation

The Commission received the Agricultural Preservation Whitepaper prepared by CALAFCO and the American Farmland Trust.

4. Inquiries, Correspondence, Application Status and Referrals

Staff - The Executive Officer provided a report of current projects, issues of interest, and pending legislation.

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).
Commissioner comment:

Special District LAFCo Invitation The Commission inquired into the status of extending an offer to special districts to become LAFCo members.. Staff was directed to conduct more outreach to special districts, potentially followed by a special districts informational meeting. The Commission discussion questioned the interest of special districts serving on LAFCo, especially if it meant paying for LAFCo operations.

Budget Status The Commission requested a budget FY 2017-18 budget status report at the June Meeting.

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**

Chairman Inscore Adjourned the meeting at 4:35PM.

Respectfully Submitted

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ATTACHMENT 3B

MEETING DATE: June 4, 2018
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: FY 2018-19 Budget Review

BACKGROUND

Local Agency Formation Commissions (LAFcos) are responsible under State law for annually adopting a proposed budget by May 1st and a final budget by June 15th. State law specifies the proposed and final budgets shall - at a minimum - be equal to the budget adopted for the previous fiscal year unless LAFco finds the reduced costs will nevertheless allow the agency to fulfill its prescribed regulatory and planning duties.

DISCUSSION

The Final FY 2018-19 Budget (Attached as Exhibit A to Resolution 18-01) was adopted by the Commission at the May 22, 2017 meeting. This is similar to the proposed budget reviewed at the April 23, 2018 meeting. The proposed FY 2018-2019 Budget was provided to the County and City of Crescent City, no comments were received. The budget applies the prior year end fund balance to the budget to reduce City and County contributions.

Attached to this staff report is a budget spreadsheet with columns for Adopted and Quarter 1, Quarter 2, Quarter 3, and Quarter 4 budget amounts, a year to date amount and year end projection. Total expenditures have come in at budget or under budget for each of the line item expenses.

For the FY 2018-19 Expenditures, the Interfund Cost Plan experienced a slightly reduction in cost, from \$1918.00 to \$1692.00 and therefore requiring the adoption of a slightly reduced annual budget.

In accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Section 56381 states: at a minimum, the proposed and final budget shall be equal to the budget adopted for the previous fiscal year unless the commission finds the reduced staffing or program costs will nevertheless allow the commission to fulfill the purposes and programs of this chapter.

RECOMMENDATION

Receive and File

ATTACHMENTS

FY 2018-19 Budget Revenues and Expenditure Comparison Report

ATTACHMENT 3B FY 2017-18 Budget Revenues and Expenditure Comparison Report

| FY 2017-18 EXPENDITURES | Adopted Budget | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 | Projected Yr End | % Yr End |
|---|-----------------------|--------------------|--------------------|--------------------|--------------------|-------------------------|-----------------|
| SERVICES & SUPPLIES | | | | | | | |
| Insurance | \$2,100.00 | \$1,874.91 | \$0.00 | \$0.00 | \$0.00 | \$1,874.91 | 89% |
| CALAFCO Membership | \$898.00 | \$899.00 | \$0.00 | \$0.00 | \$0.00 | \$899.00 | 100% |
| Printing | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$12.10 | \$12.10 | 24% |
| Postage | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0% |
| Professional Services | | | | | | | |
| MSR/SOI Preparation | \$24,500.00 | \$5,602.00 | \$3,435.00 | \$4,415.00 | \$10,676.00 | \$24,128.00 | 98% |
| Application Processing | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0% |
| Prof. Serv. Exec Officer/ Admin. | \$47,500.00 | \$12,039.52 | \$12,914.00 | \$9,743.54 | \$12,439.52 | \$47,136.58 | 99% |
| Prof. Serv. Legal Counsel | \$2,000.00 | \$0.00 | \$116.31 | \$209.36 | \$0.00 | \$325.67 | 16% |
| Advertising/Publications | \$400.00 | \$0.00 | \$0.00 | \$55.25 | \$60.00 | \$115.25 | 29% |
| Conferences (CALAFCO) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0% |
| Interfund-Cost Plan | \$1,918.00 | \$0.00 | \$0.00 | \$1,599.00 | \$0.00 | \$1,599.00 | 83% |
| Public Member Stipend (up to 8 mtgs @ \$40/mtg) | \$320.00 | \$0.00 | \$0.00 | \$80.00 | \$80.00 | \$160.00 | 50% |
| TOTAL EXPENDITURES | \$89,736.00 | \$20,415.43 | \$16,465.31 | \$16,102.15 | \$22,267.62 | \$76,250.51 | 85% |
| 2017-18 REVENUES | | | | | | | |
| Project Revenue (App Deposits)* | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0% |
| Interest | \$11.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0% |
| Del Norte County | \$39,862.50 | \$39,862.50 | \$0.00 | \$0.00 | \$0.00 | \$39,862.50 | 100% |
| City of Crescent City | \$39,862.50 | \$39,862.50 | \$0.00 | \$0.00 | \$0.00 | \$39,862.50 | 100% |
| Funds from Account #42801007100 | \$0.00 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0% |
| TOTAL REVENUES | \$89,736.00 | \$79,725.00 | \$0.00 | \$0.00 | \$0.00 | \$79,725.00 | 88.84% |

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ATTACHMENT 3C

MEETING DATE: June 4, 2018
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: FY 2017-18 Budget Amendment

BACKGROUND

CALAFCO has been reaching out to rural LAFcos to serve on various committees and regional boards.

DISCUSSION

Chairman Blake Inscore serves on the CALAFCO Ad Hoc Finance committee. The committee has requested that Chairman Inscore attend an "in person" meeting in Sacramento on Friday, August 3rd 2018.

Travel and Lodging costs are estimated to be:

Air Fare + Rental Car. CEC to OAK (depart CEC Friday 8/3 at 7:00 am and return OAK Saturday 8/4 at 5:45 pm) Total includes Loss Damage Waiver and unlimited miles for a midsize sedan car rental: \$ 408.25

Or: Crescent City- Sacramento mileage: 746 mi. @ \$ 0.545/ mi. (\$ 406.57)

Lodging: one night at up to \$ 250 per night: \$ 250.00

Meals: Per diem for two days at: \$ 40.00 per day \$ 80.00

Total (higher amount -air travel + car rental) \$738.25

As noted in the prior agenda item there are sufficient funds available from the FY 2017-18 budget to cover this cost.

RECOMMENDATION

Approve the proposed budget Amendment

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AGENDA ITEM 3D

MEETING DATE: June 4, 2018
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Staffing Services Agreement Extension

Discussion

The "Agreement for the Provision of Executive Officer Services for the Del Norte Local Agency Formation Commission", between the Commission and Planwest Partners, has been guiding staffing services for seven years. The term and budget provisions have been extended annually based on favorable Commission action.

Approved amendments in the last year have clarified which charges, including travel expenses, meeting staffing and minutes recording (by a subcontractor), application processing costs, and published noticing costs in the Daily Triplicate, may be itemized and submitted for reimbursement separate from hourly costs for staffing services.

Planwest Partners Inc. will continue to provide office equipment, clerical assistance, utilities, telephone charges, and office supplies at no charge to the Commission. Reimbursable charges include (1) public hearing notices in the Daily Triplicate, (2) PS Business Services costs to perform staffing, recording, copying and posting services (as a subcontractor) and (3) meeting travel as stated below:

6. **STATUS OF CONTRACTOR:** At all times during the term of this Agreement, CONTRACTOR shall be responsible for his own operating costs and expenses, property and income taxes, workers' compensation insurance, and other operating costs and expenses in connection with performance of services under this Agreement. CONTRACTOR shall receive reimbursement of costs advanced by CONTRACTOR on behalf of COMMISSION, as well as other expenses, in addition to fees for services, within adopted budget. Reimbursable costs include, but are not limited to, out of county automobile mileage for travel at the current IRS rate per mile, newspaper publishing and mailing of public notices, subcontractor costs for noticing, staffing, minutes recording, and packet printing and distribution at LAFCo meetings, and other items necessary for LAFCo activities.

Recommendation

Staff recommends the Commission extend "Agreement for the Provision of Executive Officer Services for Del Norte LAFCo" for FY 2018-2019.

ATTACHMENT 3D



PROFESSIONAL SERVICES CONTRACT EXTENSION

DATE: June 4, 2018
TO: Blake Inscore, Chair
Del Norte LAFCo
FROM: George Williamson, AICP
SUBJECT: Del Norte LAFCo Agreement for Executive Officer Services

Planwest Partners Inc. is authorized to continue providing professional staffing services to the Del Norte Local Agency Formation Commission (LAFCo), for the 2018-2019 Fiscal Year. Planwest will perform the tasks and activities for Del Norte LAFCo identified in Exhibit A, Scope of Services (attached).

All provisions of the Agreement for the Provision of Executive Officer Services for the Del Norte LAFCo remain in effect, except:

Part 4 - Payment, amount for Executive Officer/ staffing services and preparation of Municipal Services Reviews (MSRs) / Sphere of Influence (SOI) updates as set in the adopted 2018-2019 Budget at current charge rates; and

Part 5 - Term, which will be extended from July 1, 2018 to June 30, 2019.

Blake Inscore, Chairperson
Del Norte LAFCo

Date

“EXHIBIT A” - SCOPE OF SERVICES

Task 1 Performance of Executive Officer Duties

Perform Executive Officers duties including preparing staff reports, proposed findings and other agenda materials for routine Del Norte Local Agency Formation Commission (LAFCo) activities: This includes coordinating boundary adjustment proposals; reviewing applications for provision of new and extended services outside city and district boundaries; reviewing Sphere of Influence and Municipal Service Review reports and amendments; and reviewing environmental documents for California Environmental Quality Act (CEQA) compliance, submitted by member organizations. Preparation of all application materials for LAFCo actions would be the responsibility of the applicant and /or member organization, or may be prepared by the Executive Officer for an additional cost paid by applicant and /or member organization.

Task 2 Develop and Implement Policies

Develop and implement policies within Del Norte LAFCo's authority under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

Task 3 Maintain Website Postings

Provide materials to CALAFCO webmaster, to keep the Del Norte LAFCo website update, and to make Agendas and Minutes available to the public in an electronic web-based format.

Task 4 Organization and Administration of LAFCo Business

Respond to inquiries and provide technical assistance and make information available to interested public agencies and individuals.

Task 5 Record Keeping

Distribute, file, publish and keep records of agendas, notices and other required official documents on behalf of LAFCo, and keep the Commission informed of LAFCo budget activities.

Task 6 Staff Support at Meetings

Schedule, post notices and provide staff support at up to eight LAFCo meetings in accordance with the Act and LAFCo policies and procedures. Additional meeting support will be provided on a time and materials basis.

Task 7 Representation

Represent Del Norte LAFCo to CALAFCO and to various other policy-making agencies as directed by the Commission.

Task 8 Keep LAFCo Informed

Inform LAFCo of new legislation, correspondence, CALAFCO activities, current events and matters of interest related to LAFCo.

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ATTACHMENT 3E

MEETING DATE: June 4, 2018
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Fire Protection Districts - Regional Fire Services MSR Status Report

BACKGROUND

A Regional Fire Services Municipal Service Review and Sphere of Influence Update has been prepared. This included several conditions and action items for improving fire services.

DISCUSSION

Crescent City Fire & Rescue (FPD)

The Crescent City Fire & Rescue Board held a joint meeting with the Crescent City, City Council in February to discuss planning for a joint benefit assessment. This would allow both parties to consider shared services and revenues needed for those services. They heard a 10-year strategic financial plan presentation that included: revenue options, including a special tax and special assessment; developing and conducting a public outreach campaign; Proposition 2018 procedures; Proposition 26 requirements and procedures; and the Tax Fairness, Transparency and Accountability Act of 2018. The parties agreed to have the City release a Request for Qualifications for strategic planning services covering these items.

Fort Dick FPD

The District has received grant funds for a Fire Hall replacement in Fort Dick. The District recently released a request for proposals and bids, subject to prevailing wage criteria, for a 40 foot by 75 foot steel building to be located at 4190 Lake Earl Drive. The building will have a 16 foot high eave to accommodate fire apparatus.

Gasquet FPD

Gasquet volunteers recently participated in a State Office of Emergency Services (OES)/ North Coast Emergency Management Services (EMS) training in Crescent City. The training was for Emergency Medical Technician (EMT) and first responder certifications. Multiple districts participated in this training and certification program.

Klamath FPD

A group of Klamath FPD volunteers completed a Fire Academy, conducted by certified Eel River Fire Academy instructors. The Academy was designed to introduce entry level firefighters to basic knowledge and skills necessary to work efficiently and safely at fire/rescue emergency scenes. Curriculum was based on National Fire Protection Association (NFPA) Section 1001 standards, the accepted California State Fire Marshall Office - State Fire Training standards. Klamath volunteers and the fire chief also participated in the State OES/ North Coast EMS training in Crescent City.

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Smith River FPD

The District purchased the vacant grocery store building at Hwy 101 and N. Fred Haight Drive in Smith River, for use as a fire station. The district has retained an architect and gone through a community outreach effort to solicit input on facility design. The District has also formed an advisory committee for ongoing input. This is part of a multi-year effort to develop the building and site. Planned building improvements include strengthened floors to handle fire apparatus, a new roof and a seismic retrofit. Other potential uses suggested during community outreach include a training facility, emergency services dispatch and sheriff substation. The building and site are larger than the District needs for a fire station and other community uses could be accommodated.

RECOMMENDATION

Provide direction to staff of any follow-up and additional support.

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ATTACHMENT 3F

MEETING DATE: June 4, 2018
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Legislative Update

RECOMMENDATION

Direct Staff to send letters of support.

DISCUSSION

Legislative support for three bills CALAFCO has taken a support position on is requested. Information and specific request instructions follow. Final letters deadline is June 29 (last day for policy committees to get the bills out of their committee).

AB 2238 (Aguiar-Curry). This bill adds a factor for LAFCo consideration in the review of a proposal. That factor is information contained in a local hazard mitigation plan, information contained in a safety element of a general plan, and any maps that identify land as a very high fire hazard zone pursuant to Section 51178 or maps that identify land determined to be in a state responsibility area pursuant to Section 4102 of the Public Resources Code, if it is determined that such information is relevant to the area that is the subject of the proposal.

CALAFCO requests letter to Assm. Aguiar-Curry's copy to: Debbie Michel at Debbie.Michel@asm.ca.gov . Email Anton's copy to: Anton.Favorini-Csorba@sen.ca.gov and Ryan's copy to: Ryan.Eisberg@SEN.CA.GOV. Not yet assigned to Senate Governance & Finance Committee.

AB 2268 (Reyes) This bill restores funding for inhabited annexations. Payments come from ERAF and backfilled from general fund. CALAFCO has historically supported this bill.

CALAFCO requests letter to Assm. Reyes' with copy to Matthew Hamlett at matthew.hamlett@asm.ca.gov , and Dan Carrigg's copy to CarriggD@cacities.org.

SB 929 (McGuire). This bill requires all independent special districts to have a website by January 1, 2020, unless certain exemption standards have been met.

Bill fact sheet attached, CALAFCO requests letter to all ALGC members. Email copy to: jimmy.macdonald@asm.ca.gov, william.weber@asm.ca.gov , Anton.Favorini-Csorba@sen.ca.gov and dillong@cda.net.

ATTACHMENTS

Fact Sheets and Letters of Support

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June 4, 2018

Assembly Member Cecilia Aguiar-Curry
California State Assembly
State Capital Room 5144
Sacramento, CA 95814

Subject: **Support of AB 2238 as amended April 3, 2018**

Dear Assembly Member Aguiar-Curry:

The Del Norte Local Agency Formation Commission (LAFCo) is pleased to join the California Association of Local Agency Formation Commissions (CALAFCO) in support ***Assembly Bill AB 2238 as amended April 3, 2018***. Specifically of interest to LAFCos is the provision requiring the commission to consider information contained in a local hazard mitigation plan, information contained in a safety element of a general plan, and any maps that identify land as a very high fire hazard zone or land determined to be in a state responsibility area if it is determined that such information is relevant to the area that is the subject of the proposal.

When reviewing proposals for changes of organization or reorganizations, it's important for LAFCos to consider whether or not the proposal is consistent with a city or county general plan and other types of growth plans. Further, considering the impact of specific potential fire hazard threats is an important part of smart growth and development planning. As we collectively work to adapt and evolve the way we respond to the impacts of climate change, these kinds of considerations are important in balancing orderly growth and climate adaptation efforts.

Because ***AB 2238*** is aligned with CALAFCO's policy to use LAFCo resources to review growth plans to ensure reliable services, orderly growth and sustainable communities, Del Norte LAFCo is pleased to support this bill.

Please do not hesitate to contact me with any questions you may have on our position.

Sincerely,

Blake Inscore
Del Norte LAFCo Chair

Cc: Debbie Michel, Chief Consultant, Assembly Local Government Committee
Anton Favorini-Csorba, Consultant, Senate Governance & Finance Committee
Ryan Eisberg, Consultant, Senate Republican Caucus
Pamela Miller, Executive Director, CALAFCO

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June 4, 2018
Assembly Member Eloise Gómez Reyes
California State Assembly
State Capital Room 2175
Sacramento, CA 95814

Subject: **Support of AB 2268 as amended April 2, 2018**

Dear Assembly Member Reyes:

The Del Norte Local Agency Formation Commission (LAFCo) is pleased to join the California Association of Local Agency Formation Commissions (CALAFCO) in support of ***Assembly Bill AB 2268 as amended April 2, 2018***. This bill would restore funding to approximately 140 cities that had annexed inhabited territory in reliance on previous financial incentives, then suffered significant fiscal harm when those funds were swept away due to the passage SB 89 (2011). The bill also offers similar incentives to support future annexations of inhabited territory to improve services to affected residents consistent with state LAFCo policies.

The VLF gap created by SB 89, one of the 2011 budget bills, created a financial disincentive for future city incorporations and annexations of inhabited territory. Further, it created severe fiscal penalties for those communities which chose to annex inhabited territories, particularly unincorporated islands. In several previous legislative acts the Legislature had directed LAFCos to work with cities to annex unincorporated inhabited islands. The loss of financial incentive for these inhabited annexations has made it difficult for LAFCos to follow this legislative directive.

Reinstating revenues for annexations is consistent with statewide LAFCo legislative policies of providing communities with local governance and efficient service delivery options, including the ability to annex. The inability to do so creates a tremendous detriment to the creation of logical development boundaries and to the prevention of urban sprawl. Because ***AB 2268*** reinstates a critical funding component to cities who previously annexed inhabited territory and did so relying on this financing, and to those cities who annex inhabited territory in the future, Del Norte LAFCo supports this bill.

Thank you for carrying this important legislation. Please do not hesitate to contact me with any questions you may have on our position.

Sincerely,

Blake Inscore
Del Norte LAFCo Chair

Cc: Pamela Miller, Executive Director, CALAFCO
Dan Carrigg, Deputy Executive Director and Legislative Director, League of CA Cities

DEL NORTE
LOCAL AGENCY FORMATION COMMISSION
1125 16th Street, Suite 202
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June 4, 2018

Senator Mike McGuire
California State Senate
State Capital Room 5061
Sacramento, CA 95814

Subject: **Support of SB 929 as amended March 6, 2018**

Dear Assembly Senator McGuire:

The Del Norte Local Agency Formation Commission (LAFCo) is pleased to join the California Association of Local Agency Formation Commissions (CALAFCO) in support of ***Senate Bill 929***, which would require all independent special districts have a website by January 1, 2020, thereby increasing transparency.

LAFCos work very closely with special districts in their role of overseeing the provision of municipal services. For the approximately 50 percent of the independent special districts that have websites today, communication and transparency with the local LAFCo is far more seamless than with the other half that do not have a website. In those instances, the LAFCo is left to creative resourcefulness to gain access to critical contact and agency information, often times requiring the LAFCo to expend a great deal of effort and resources. This information is especially critical for LAFCo when fulfilling their statutory obligations related to conducting Municipal Service Reviews on these districts.

Further, providing information in an easy, accessible and transparent way to all members of the public – especially those being served by the district – is simply good governance.

For these reasons Del Norte LAFCo supports ***SB 929***.

Please do not hesitate to contact me with any questions you may have on our position.

Sincerely,

Blake Inscore
Del Norte LAFCo Chair

Cc: Chair and Members, Assembly Local Government Committee
Jimmy MacDonald, Consultant, Assembly Local Government Committee
William Weber, Consultant, Assembly Republican Caucus
Pamela Miller, Executive Director, CALAFCO
Dillon Gibbons, CA Special Districts Association

Senate Bill 929

Special Districts Internet Transparency Act

Senator McGuire

SUMMARY

California has over 2,000 independent special districts that operate a range of local services, such as utilities, fire protection, parks, and transit. However, currently, less than half of all special districts have websites. While special districts provide a number of essential services to residents across California, recipients of these services may be unaware of what they do or even how to contact them.

SB 929 will require every independent special district to create and maintain a website with specific information—such as contact information, the timely posting of meeting agendas, and a copy or link to financial transaction and compensation reports – by January 1, 2020.

BACKGROUND

Special districts are local government agencies that provide essential services to millions of Californians. Typically, special districts are organized when local residents or landowners notice a need in the community.

Special districts come in two forms: dependent and independent. Dependent special districts are governed by existing legislative bodies, such as a city council or board of supervisors. Independent special districts are governed by a board of directors, either elected by voters or appointed by a local jurisdiction.

Today, California statute authorizes thirty-six types of principle special districts, and approximately 140 special acts that enable unique circumstances. These enabling acts cover a wide variety of services such as airports, community services, fire protection, harbor and ports, irrigation, recreations and parks, resource conservation, sanitation, transit, utility, and water districts.

Problem

Existing law requires special districts with websites to post certain information, such as meeting agendas and compensation reports. However, there is no requirement that special districts must create and maintain a website, leaving many Californians without easily accessible information for these essential services.

According to the California Special Districts Association, of the some 2,000 independent special districts in California, about half of them do not have a website.

In 2017, the Little Hoover Commission released a report on the state of special districts. In the report, the Commission cites a need for greater transparency and public involvement in special districts, such as a need for the public to be able to access what services are provided by the district, their contact information, and how they use their funding.

SOLUTION

To further public transparency for special districts, SB 929 will require every independent special district to create and maintain a website with specific information by January 1, 2020.

Independent special districts who are unable to maintain a website because of a hardship, such as inadequate staff, financial resources, or access to broadband, may be exempted on an annual basis by a resolution adopted by the governing board with detailed findings.

CONTACT

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Kimberly.Kollwitz@sen.ca.gov

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AGENDA ITEM 4A

MEETING DATE: June 4, 2018
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Municipal Service Review Work Program for 2018

BACKGROUND

The mandate for LAFCOs to conduct service reviews is part of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act), California Government Code §56000 et seq. LAFCOs are required to conduct service reviews prior to or in conjunction with Sphere of Influence updates and are required to review and update the Sphere of Influence for each city and special district as necessary, but not less than once every five years.

DISCUSSION

Del Norte LAFCo has the following MSR and SOI updates actively in progress:

- Crescent City
- Bertsch-Ocean View Community Services District (CSD)
- Church Tree CSD
- Hussey Ranch (HRC) CSD
- Smith River CSD
- Del Norte County Health Care District
- Del Norte County Library District

It is anticipated these will be scheduled for hearings starting in July.

RECOMMENDATION

Receive and File

ATTACHMENTS

Municipal Services Review Work Program for 2018 - Active MSRs

Municipal Services Review Work Program for 2018 - Active MSRs

| Agency Name | Contact Information | Status/ Information needed | SOI |
|--|---|--|--|
| Crescent City | 377 J. St, Crescent City, CA 95531; Eric Weir; City Manager; (707) 464-7483, eweir@crescentcity.org Linda Leaver Fin. Director lleaver@crescentcity.org | Draft delivered to City April 2018 Waiting for City Council meeting | Reduced SOI Proposed |
| Bertsch-Ocean View CSD | 159 Club Drive, Crescent City, CA 95531; Sara Nollan Secretary/ Treasurer; C: 707-951-8604 Contact 2: David Weeks, Manager, H: 464-5586 | Requesting Draft FY 2018-19 Budget Water Services Agreement from City Statement of Net Assets | Larger than District Options Assessment |
| Church Tree CSD | 251 Church Tree Road, Crescent City, CA 95531; Jim Nelson Board Chair W: (707) 465-2121 Cell: (707) 218-7240 Ed Clark Brd Member & Secretary 464-2976 | Proposed FY 2018-19 Budget Statement of Net Assets Services Agreement from City for use of Reserves | Same as District |
| Hussey Ranch (HRC) CSD | 159 Club Drive, Crescent City, CA 95531; Tom Romesberg Mgr (661) 333-4134 tromesberg@crescentcity.org Carol Leuthold Sec.- Treas.; H: -458-4702 C: 954-5352 Don Jeffry Operator 707-951-0217 | Tour on 5-25 Requesting Draft FY 2018-19 Budget Services Agreement Statement of Net Assets. Jedediah Smith HOA Potential Annexation | Larger than District |
| Smith River CSD | 241 W. 1 st Street, Smith River, CA 95567; Chris Vonn general.manager@snwater.net ; | Meeting with General Manager on 5-25 Research on Latent Powers Activation Services Agreement with Tolowa Dee-ni' Nation | Same as District |
| Del Norte Co. Health Care District | P.O. Box 2064, Crescent City, CA 95531; Peggy Thomas, Executive Secretary; (707) 464-9494; dnhcd@delnortehealth.com | Requesting Draft FY 2018-19 Budget New service provider Agreement site utilization study update? - projects with implementation time frames | Entire County |
| Del Norte Co. Library District | 190 Price Mall, Crescent City, CA 95531; (707) 464-9783 - Shane Pipinos-Gausepohl, Library Manager shane@delnortecountylibrary.org | Adopted FY 2017-18 Budget Request Draft FY 2018-19 Budget Statement of Net Assets | Entire County |