

LOCAL AGENCY FORMATION COMMISSION OF YOLO COUNTY

Regular Meeting AGENDA

May 26, 2016 - 9:00 a.m.

BOARD OF SUPERVISORS CHAMBERS

625 COURT STREET, ROOM 206
WOODLAND, CALIFORNIA 95695

COMMISSIONERS

OLIN WOODS, CHAIR (PUBLIC MEMBER)
MATT REXROAD, VICE CHAIR (COUNTY MEMBER)
CECILIA AGUIAR-CURRY (CITY MEMBER)
DON SAYLOR (COUNTY MEMBER)
ROBB DAVIS (CITY MEMBER)

ALTERNATE COMMISSIONERS

ROBERT RAMMING (PUBLIC MEMBER)
JIM PROVENZA (COUNTY MEMBER)
ANGEL BARAJAS (CITY MEMBER)

CHRISTINE CRAWFORD
EXECUTIVE OFFICER

ERIC MAY
COMMISSION COUNSEL

This agenda has been posted at least five (5) calendar days prior to the meeting in a location freely accessible to members of the public, in accordance with the Brown Act and the Cortese Knox Hertzberg Act. The public may subscribe to receive emailed agendas, notices and other updates at www.yololafco.org/lafco-meetings.

All persons are invited to testify and submit written comments to the Commission. If you challenge a LAFCo action in court, you may be limited to issues raised at the public hearing or submitted as written comments prior to the close of the public hearing. All written materials received by staff 72 hours before the hearing will be distributed to the Commission. If you wish to submit written material at the hearing, please supply 10 copies.

All participants on a matter to be heard by the Commission that have made campaign contributions totaling \$250 or more to any Commissioner in the past 12 months must disclose this fact, either orally or in writing, for the official record as required by Government Code Section 84308.

Any person, or combination of persons, who make expenditures for political purposes of \$1,000 or more in support of, or in opposition to, a matter heard by the Commission must disclose this fact in accordance with the Political Reform Act.

OATH OF OFFICE

1. City of Woodland Councilmember Angel Barajas (LAFCo Alternate City Member)

CALL TO ORDER

2. Pledge of Allegiance
3. Roll Call
4. Public Comment: Opportunity for members of the public to address the Yolo County Local Agency Formation Commission (LAFCo) on subjects not otherwise on the agenda relating to LAFCo business. The Commission reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.

CONSENT AGENDA

5. Approve LAFCo Meeting Minutes of April 28, 2016
6. Receive the Watts Annexation and Sphere of Influence Update to the Wild Wings County Service Area (LAFCo No. 918) for informational purposes pursuant to Government Code §56857
7. Correspondence

PUBLIC HEARINGS

8. Receive the Fiscal Year (FY) 2016/17 Final Budget, open the Public Hearing for comments, close the Public Hearing, consider and adopt the Final LAFCo Budget for FY 2016/17

REGULAR AGENDA

9. Elect a Chair and Vice Chair for the Commission to serve a one-year term, which ends May 2017

EXECUTIVE OFFICER'S REPORT

10. A report by the Executive Officer on recent events relevant to the Commission and an update of Yolo LAFCo staff activity for the month. The Commission or any individual Commissioner may request that action be taken on any item listed.
 - EO Activity Report - April 25 through May 20, 2016

COMMISSIONER REPORTS

11. Opportunity for any Commissioner to report on activities since the last meeting. No action will be taken on off-agenda items unless authorized by law.

ADJOURNMENT

12. Adjourn to the next meeting scheduled on June 23, 2016

I declare under penalty of perjury that the foregoing agenda was posted by 5:00 p.m. May 20, 2016, at the following places:

- On the bulletin board at the east entrance of the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California; and
- On the bulletin board outside the Board of Supervisors Chambers, Room 206 in the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California.
- On the LAFCo website at: www.yololafco.org.

Terri Tuck, Clerk
Yolo County LAFCo

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Yolo County LAFCo
625 Court Street, Room 203
Woodland, CA 95695

Note: Audio for LAFCo meetings will be available the next day following conclusion of the meeting at www.yololafco.org.



Consent 5.

LAFCO

Meeting Date: 05/26/2016

Information

SUBJECT

Approve LAFCo Meeting Minutes of April 28, 2016

RECOMMENDED ACTION

Approve LAFCo Meeting Minutes of April 28, 2016.

Attachments

[ATT-LAFCo Minutes 04/28/16](#)

Form Review

Form Started By: Terri Tuck
Final Approval Date: 05/17/2016

Started On: 05/17/2016 12:16 PM

LOCAL AGENCY FORMATION COMMISSION of YOLO COUNTY

MEETING MINUTES

April 28, 2016

The Local Agency Formation Commission of Yolo County met on the 28th day of April 2016, at 9:00 a.m. in the Yolo County Board of Supervisors Chambers, 625 Court Street, Room 206, Woodland CA. Voting Members present were Chair and Public Member Olin Woods, County Member Matt Rexroad, and City Members Bill Kristoff and Cecilia Aguiar-Curry. Members absent included County Member Don Saylor. Others present were Executive Officer Christine Crawford, Analyst Sarah Kirchgessner, Clerk Terri Tuck, and Counsel Eric May.

Items № 1 and 2 Call To Order, Pledge Of Allegiance And Roll Call

Chair Woods called the Meeting to order at 9:07 a.m.

Commissioner Kristoff led the Pledge of Allegiance.

PRESENT: Aguiar-Curry, Kristoff, Woods ABSENT: Rexroad, Saylor

Item № 3 Public Comments

None

CONSENT

Item № 4 Approve LAFCo Meeting Minutes Of March 24, 2016

Item № 5 Ratify Resolution 2016-02 Commending City of West Sacramento Councilmember Bill Kristoff For His Tenure with the Yolo LAFCo

Item № 6 Review And File Fiscal Year 15/16 Third Quarter Financial Update

Item № 7 Correspondence

Minute Order 2016-13: All recommended actions on Consent were approved.

Approved by the following vote:

MOTION: Kristoff SECOND: Aguiar-Curry

AYES: Aguiar-Curry, Kristoff, Woods

NOES: None

ABSTAIN: None

ABSENT: Rexroad, Saylor

PUBLIC HEARING

Item № 8 Consider Approval Of Resolution 2016-03 Adopting The Municipal Service Review (MSR) And Sphere Of Influence (SOI) Update For The 15 Fire

Protection Districts In Yolo County (LAFCo No. S-045) And Find That The MSR/SOI is exempt from the California Environmental Quality Act

Commissioner Rexroad arrived at 9:21 a.m.

After a report by staff and a presentation by Citygate Associates consultant Sam Mazza the Chair opened the Public Hearing. Comments were made by Mark Pruner, Clarksburg Fire Protection District (FPD); Chief Barry Burns, Esparto FPD; Lynnel Pollock, Yolo FPD; and Chief Aaron McAlister, Winters FPD. The Public Hearing was closed.

Minute Order 2016-14: After discussion the item was continued to the June 23, 2016 meeting.

Approved by the following vote:

MOTION: Kristoff SECOND: Aguiar-Curry
AYES: Aguiar-Curry, Kristoff, Rexroad, Woods
NOES: None
ABSTAIN: None
ABSENT: Saylor

Item No 9 Consider And Adopt The Proposed LAFCo Budget For Fiscal Year 2016/17 and set May 26, 2016 As The Public Hearing Date To Approve The Final Budget

After a report by staff the Chair opened the Public Hearing. No one came forward and the Public Hearing was closed.

Minute Order 2016-15: The recommended action was approved.

Approved by the following vote:

MOTION: Aguiar-Curry SECOND: Kristoff
AYES: Aguiar-Curry, Kristoff, Rexroad, Woods
NOES: None
ABSTAIN: None
ABSENT: Saylor

REGULAR

Item No 10 Consider And Adopt An Update To The Yolo LAFCo Shared Services Strategic Plan To Add New FY 2016/17 Priorities From The Workshop To Its List Of Shared Service Areas And Remove Other Miscellaneous Items That Are No Longer Applicable

Minute Order 2016-16: The recommended item was approved and staff was directed to revise Goal 7 of the Plan to reflect that the shared services workshops will occur on an as needed basis after review and recommendation from the Commission during its December meetings.

Approved by the following vote:

MOTION: Rexroad SECOND: Aguiar-Curry
AYES: Aguiar-Curry, Kristoff, Rexroad, Woods
NOES: None
ABSTAIN: None
ABSENT: Saylor

Item № 11 **Continued Item To Consider An Amendment To The Yolo LAFCo Administrative Policies And Procedures To Amend The “Reimbursement Of Commission Expenses” Policy To Provide For Paying Commission Meeting Stipends**

Minute Order 2016-17: No action was taken on this item.

Item № 12 **Continued Item To Consider A Request From The City Of Davis To Change Regular LAFCo Meeting Times From Daytime Meetings To Nighttime Meetings**

Minute Order 2016-18: The Commission voted unanimously to keep the current LAFCo meeting time and day.

Approved by the following vote:

MOTION: Rexroad SECOND: Aguiar-Curry
AYES: Aguiar-Curry, Kristoff, Rexroad, Woods
NOES: None
ABSTAIN: None
ABSENT: Saylor

Item № 13 **Executive Officer’s Report**

The Commission was given written reports of the Executive Officer’s activities for the period of March 21 through April 22, 2016, and was verbally updated on recent events relevant to the Commission.

The Commission was informed that staff attended the CALAFCO Staff Workshop in Universal City March 29 through April 1.

Additionally, staff stated that the Executive Officer attended this year’s Cap to Cap April 9-13, 2016.

Staff also indicated that the Yolo Leaders Forum on “Families and Poverty” was held last night in West Sacramento. The event was well attended and staff received positive feedback.

Item № 14 **Commissioner Comments**

Commissioner Aguiar-Curry announced that she recently became a first time grandparent.

Commissioner Woods acknowledged the great job staff did yesterday on the Yolo Leaders Forum. Chair Woods stated that it went well and was well attended.

Commissioner Woods indicated that it came to his attention several months ago that, inconsistent with the County's travel policy, he was erroneously given mileage compensation for travel to attend Commission meetings from 2003 through 2010. Chair Woods has asked the Executive Officer to work with the County's Department of Financial Services to find out how much he was compensated during that time period so that he can reimburse LAFCo for the expense.

West Sacramento Councilmember Bill Kristoff was presented **Resolution 2016-02**, commending him for his tenure on the Yolo LAFCo.

Item No 15 **Adjournment**

Minute Order 2016-19: By order of the Vice Chair, the meeting was adjourned at 10:59 a.m. to a reception outside the Board Chambers for LAFCo City Member Bill Kristoff.

The next Regular LAFCo Meeting is May 26, 2016

Olin Woods, Chair
Local Agency Formation Commission
County of Yolo, State of California

ATTEST:

Terri Tuck
Clerk to the Commission



Consent 6.

LAFCO

Meeting Date: 05/26/2016

Information

SUBJECT

Receive the Watts Annexation and Sphere of Influence Update to the Wild Wings County Service Area (LAFCo No. 918) for informational purposes pursuant to Government Code §56857

RECOMMENDED ACTION

Receive information on the latest proposal received in the Yolo LAFCO office, the Watts Annexation and Sphere of Influence Update to the Wild Wings County Service Area (LAFCO No. 918).

FISCAL IMPACT

The deposit to process the application has been paid by the applicant's agent, Laugenour and Meikle, a local civil engineering firm.

REASONS FOR RECOMMENDED ACTION

This staff report provides the Commission with formal notice of the receipt of a new application. Government Code Section 56857(a) requires that any application that includes the annexation of territory to a district, if the proposal is not filed by the district to which annexation of territory is proposed, be placed on the Commission agenda for informational purposes only. Staff has also provided appropriate notice to the district, affected agencies, and interested individuals consistent with Government Code Sections 56857(a) and 56658(b).

BACKGROUND

Milton Watts, the property owner of 33486 Canvas Back Street, submitted an application on April 27, 2016 to amend the existing sphere of influence (SOI) and district boundaries to annex into the Wild Wings County Service Area (CSA). The location map is attached. The subject parcel is already developed with a single family residence and recently experienced a failure of its onsite private well. An emergency connection to the Wild Wings CSA water system has already been completed. This SOI and annexation would formalize the extension of CSA services to this existing parcel and was required by LAFCo as a condition of the emergency water connection. The application will be processed through the LAFCo system coordinating with all affected agencies and interested parties.

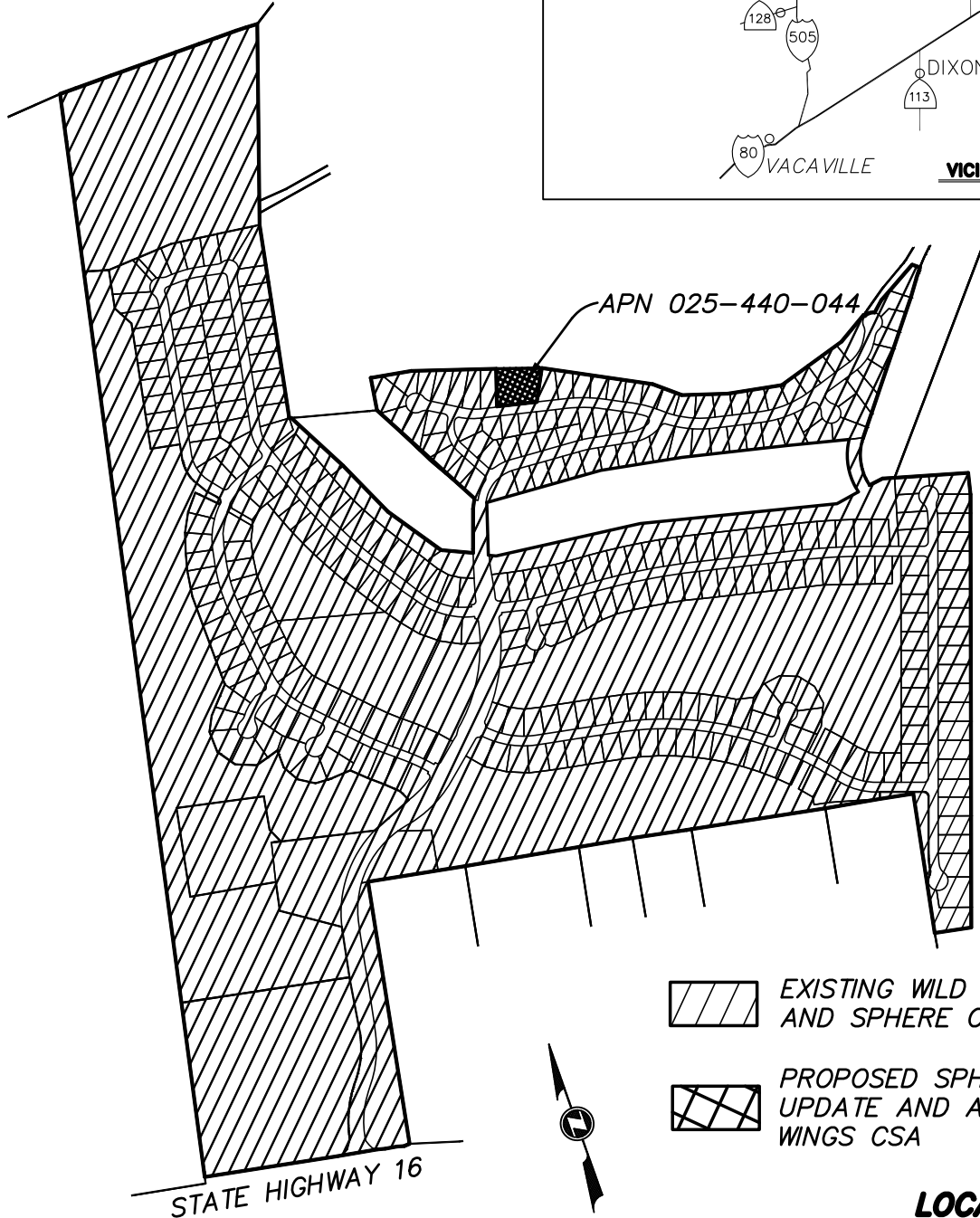
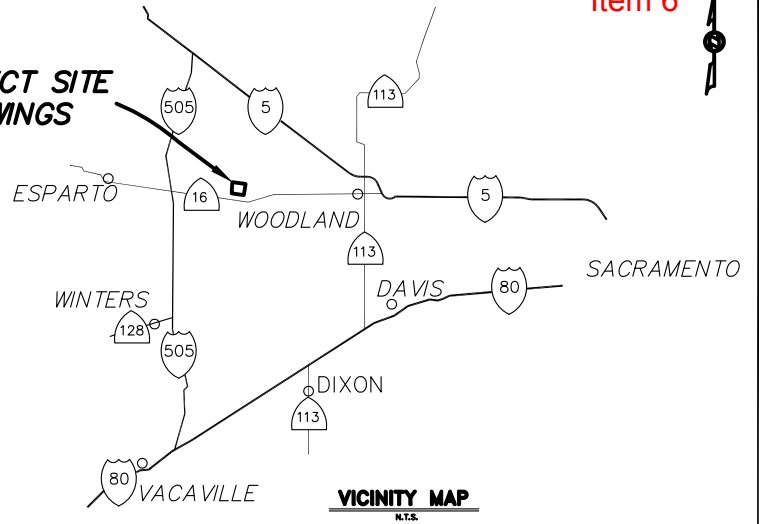
Attachments

[ATT-Location Map](#)

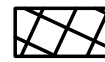
Form Review

Inbox	Reviewed By	Date
Christine Crawford	Sarah Kirchgessner	05/18/2016 11:00 AM
Christine Crawford	Christine Crawford	05/18/2016 12:13 PM
Christine Crawford	Christine Crawford	05/18/2016 01:37 PM
Form Started By: Sarah Kirchgessner		Started On: 05/18/2016 09:52 AM
Final Approval Date: 05/18/2016		

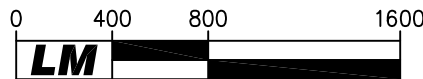
**PROJECT SITE
WILD WINGS**



EXISTING WILD WINGS CSA BOUNDARY
AND SPHERE OF INFLUENCE



PROPOSED SPHERE OF INFLUENCE
UPDATE AND ANNEXATION TO THE WILD
WINGS CSA



SCALE: 1"=800'

LOCATION MAP

FOR

MILTON B. WATTS

LOCATED IN A PORTION OF
PROJ. SECTIONS 29 & 32,
TOWNSHIP 10 NORTH, RANGE 2 EAST,
MOUNT DIABLO MERIDIAN,
CITY OF WOODLAND, YOLO COUNTY,
CALIFORNIA

SHEET 1 OF 1 APRIL 27, 2016



Consent 7.

LAFCO

Meeting Date: 05/26/2016

Information

SUBJECT

Correspondence

RECOMMENDED ACTION

Receive and file the following correspondence:

- A. Colantuono, Highsmith & Whatley, Inc. - Spring 2016 Newsletter

Attachments

[ATT-Colantuono Spring 2016 Newsletter](#)

Form Review

Form Started By: Terri Tuck
Final Approval Date: 05/19/2016

Started On: 05/19/2016 08:31 AM

COLANTUONO
HIGHSMITH
WHATLEY, PC

Newsletter | Spring 2016

Update on Public Law 400 New Water Rate-making Agencies!

By Michael G. Colantuono

California is becoming the last Western State to regulate groundwater in 2015 with the adoption of the Sustainable Groundwater Management Act (SGMA). It requires formation by mid-2017 of local groundwater management agencies (GMAs) to regulate some 400+ groundwater basins the State Department of Water Resources (DWR) has identified as high- or medium-priority basins. SGMA designates 15 such agencies; the rest will be designated by local agencies proposing to fill that role or forming coalitions by joint powers agreement or memorandum of understanding. Counties get the job by default if no other agency steps forward. If a county declines the role, DWR must fill it. Single-agency GMAs or participants in collective GMA may be counties, cities, or special districts with “water supply, water management, or land use responsibilities within a groundwater basin.”

GMAs must develop and enforce management plans to reduce groundwater pumping to each basin’s safe yield. Plans are due by January 31, 2020 for basins in “critical overdraft” and by January 31, 2022 for other high- and medium-priority basins. Plans must seek to reduce production to sustainable yield within 20 years of plan adoption. Thus, all high- and medium-priority groundwater basins are expected to achieve water balance by 2042. Whether this means groundwater recharge, pumping reductions, or both, it is plain a substantial new regulatory regime must be funded.

This means new fees on those who use groundwater — including municipal utilities, farmers, private well operators and others. These may be collected on the property tax roll, on water bills and/or as new charges on pumping. Legally, these can be understood as service fees under Proposition 218 or regulatory fees under Proposition 26.

(continued on page 2)

COBDEN & DUNN: RISING STARS

Super Lawyers has named Michael R. Cobden and Ryan Thomas Dunn to its roster of 2016 “Rising Stars” —the top 2.5% of younger attorneys evaluated by their peers.

Mike chairs our Municipal Practice Group. He is Town Attorney of Yountville, Assistant City Attorney of Auburn, and General Counsel to North Yuba Water District and Garden Valley Fire Protection District (El Dorado County). He is our leader on police and law enforcement.

Ryan chairs our Litigation Practice Group. He handles a wide range of litigation; current cases include a CERCLA matter for a Fortune 500 company, appellate defense of a lawyer-client dispute, and disputes involving water rates, assessments, franchise fees, airport funding, and land use.

Congratulations, Mike and Ryan!

New Rate-making Agencies (cont.)

Pump charges and other service fees will be subject to the notice, hearing and majority protest requirements of 1996's Proposition 218. These can fund preparation of plans; investigations and monitoring; enforcement; and, water supply. Such fees are limited to the proportional cost of serving each parcel. Therefore, statutes requiring rate preferences for agriculture arguably violate Proposition 218 — that question is pending in the California Supreme Court.

Regulatory fees can fund preparation of plans and regulation and must bear a fair or reasonable relationship to pumpers' benefits from or burdens on a GMA's services and programs. These require noticed hearings under SGMA, but Proposition 26 has no procedures like those of Proposition 218. Such fees may fund plan development, meter installation and inspection, and the like. An augmentation charge may be more useful to implement groundwater plans, especially if recharge is to be funded.

Rate-making is legally complex due to Propositions 218 and 26. Each of these 400+ new agencies will need rate-making consultants, will need to engage groundwater users and other local agencies to achieve consensus and to establish and implement their plans. Legal counsel will be needed, too, for rate-making and for the inevitable disputes that rate-making and regulation will produce.

Communities should soon identify their GMAs and start the process of building consensus. This ambitious new regulatory program will affect every community that overlies a high- or medium-priority groundwater basin — affecting water availability and cost, land use, economics, and the environment. Communities which start soon may find that the necessary consulting services are more readily available and at lower cost than those who wait for the coming rush.

For more information on this subject, contact Michael at MColantuono@chwlaw.us or (530) 432-7359.

MMBA Factfinding Applies to All Bargaining

By Pamela K. Graham

The San Diego Court of Appeal recently ruled in *San Diego Housing Commission v. Public Employment Relations Board* that Meyers Milius Brown Act (MMBA) factfinding applies to all bargaining disputes, not just impasses in bargaining memoranda of understanding (MOUs). This is unwelcome news for local government management.

Implemented by 2011's AB 646, MMBA factfinding obligates public employers to submit labor disputes to an advisory factfinding panel at a union's request before they impose a last, best and final offer. The process is overseen by the Public Employment Relations Board (PERB), the agency that administers public sector labor laws.

San Diego Housing Commission involved an impasse in negotiations over the effects of layoffs. The Commission persuaded the trial court that AB 646 only applies to impasses on MOUs, not other bargained issues. PERB argued factfinding applies broadly to any bargaining dispute. PERB compared the MMBA impasse provisions to those of the Educational Employment Relations Act (EERA) and the Higher Education Employer-Employee Relations Act (HEERA).

The appellate court unanimously agreed with PERB. The court relied heavily on the rationales of two 2014 PERB decisions that found AB 646 factfinding to apply not only to MOU impasses but also to any negotiations in the scope of representation. The court gave great deference to PERB's interpretation of labor relations statutes, writing its "findings within that field carry the authority of an expertness which courts do not possess and therefore must respect."

The court applied the same reasoning in reaching its similar holding in *County of Riverside v. PERB*, involving an impasse in effects bargaining over a

(continued on page 3)

One Person, One Vote; Not One Voter, One Vote

By Holly O. Whatley

In *Evenwel v. Abbot*, the U.S. Supreme Court recently resolved whether the one-person-one-vote principle established in the 1960s requires state and local governments to equalize voting districts based on voter-eligible population as opposed to total population (i.e., including children, non-citizens, felons, etc.). The 8-member Court (due to the Scalia vacancy) answered with a resounding “no,” but left unresolved whether districting on the basis of registered voters offends the Constitution.

The *Evenwel* plaintiff challenged the practice of drawing Texas Senate districts based on total population. She argued this resulted in unequal districts measured by those eligible to register to vote, which devalued her vote compared to those in other districts and therefore violated Equal Protection. The Court recognized that different standards apply to congressional districts and to state or local districts. For congressional districts, the maps must be drawn “with populations as close to perfect equality as possible.” But state and local districts may deviate from this standard to a limited extent to accommodate a variety of interests. Where the largest and smallest districts deviate by less than 10 percent, the districting is presumptively valid; greater than 10 percent deviation, however, and districts are presumed invalid.

The Court noted the Framers of the Constitution and of the post-Civil War Fourteenth Amendment understood that representatives serve all residents, not just those eligible or registered to vote. For example, non-voters, such as children, have an interest in public schools. And “ensuring that each representative is subject to requests and suggestions from the same number of constituents” promotes equitable representation. Thus, drawing districts based on total population complies with the one-person one-vote principle and the Constitution.

Though Texas opposed Plaintiff’s contention its use of total population was unconstitutional, it urged the Court to find that a state could equalize districts based on voter-eligible population. The Court declined to decide that issue. Thus, it could return to the Court’s docket in the future, perhaps after Justice Scalia’s successor is seated.

In the meantime, local districts can use total population to equalize their districts without running afoul of the one-person one-vote principle and likely should do so to avoid becoming a test case. California’s Constitution could easily be interpreted to require more than does the federal Constitution and any standard other than one-person-one-vote involves risk of suit.

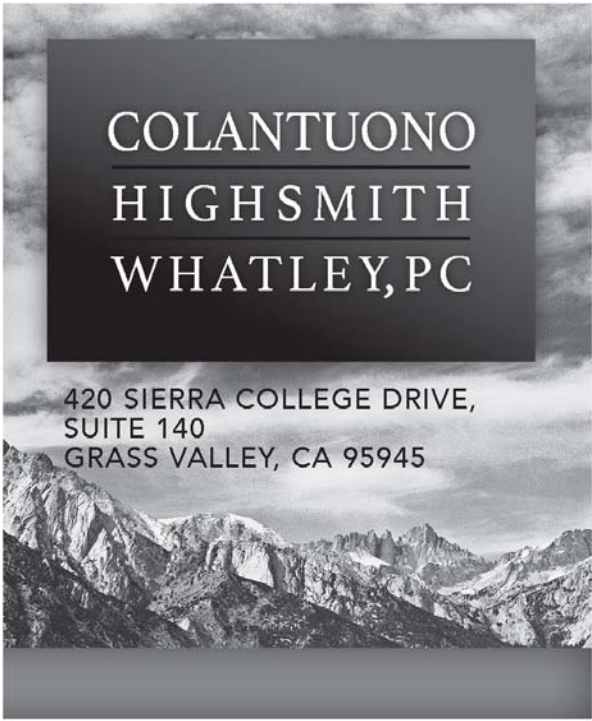
For more information on this subject, contact Holly at HWhatley@chwlaw.us or (213) 542-5704.

MMBA Factfinding (cont.)

new background check policy for information technology employees.

Local governments must now be prepared to participate in factfinding hearings on all bargaining disputes if impasse procedures are invoked. This affects how employers prepare to bargain; how they document bargaining; how they frame last, best and final offers; and how long it takes and how costly it will be to impose a last, best and final offer. The results of fact finding are legally advisory only, but they can be politically potent and they can affect the strength of an employer’s position in litigation. The bottom line for employers: proceed with caution.

For more information on this subject, contact Pamela at PGraham@chwlaw.us or (213) 542-5702.



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LAFCO

Meeting Date: 05/26/2016

Information

SUBJECT

Receive the Fiscal Year (FY) 2016/17 Final Budget, open the Public Hearing for comments, close the Public Hearing, consider and adopt the Final LAFCo Budget for FY 2016/17

RECOMMENDED ACTION

1. Receive staff presentation on the Final Budget for FY 2016/17.
2. Open the Public Hearing for public comments on the item.
3. Close the Public Hearing.
4. Consider and adopt the Final LAFCo Budget for FY 2016/17.

FISCAL IMPACT

The attached LAFCo budget includes proposed revenues and expenditures for LAFCo for FY 2016/17. This budget maintains resources for the Commission to meet its responsibilities under the Cortese-Knox-Hertzberg (CKH) Act and the Shared Services Program for FY 2016/17. Adopting a final budget will ensure LAFCo is adequately funded to meet its legal obligations and maintain the shared services program.

REASONS FOR RECOMMENDED ACTION

Each year Yolo County LAFCo adopts an annual budget with notice to the four cities and Yolo County. In accordance with the CKH Act, a proposed budget must be adopted by May 1 and final budget by June 15 of each year. Following approval of the final budget and no later than July 1, the auditor requests payment from each agency.

In accordance with the CKH Act, the cities and County split the cost of LAFCo funding 50/50. A formula for the split of the cities' share is outlined in Government Code Section 56381 (b)(1); which would be in proportion to a city's tax revenue or an alternative method approved by a majority of the cities. Beginning in FY 2007/08, the cities of Yolo County developed an alternative formula to apportion their 50% of LAFCo funding by averaging a city's general tax revenue (less grant monies) and population.

In summary, each agency's portion of the overall LAFCo budget is listed below, with the change relative to last year noted:

- City of Davis: 16.82% (was 16.83%)
- City of West Sacramento: 16.21% (was 17.20%)
- City of Winters: 1.53% (was 1.58%)
- City of Woodland: 15.44% (was 14.39%)
- County of Yolo: 50.00%

BACKGROUND

The draft budget was heard and discussed at the April 28, 2016 meeting (the staff report is attached for reference). The Commission did not direct any changes to the proposed budget at that meeting. However, there have been a few minor changes since the draft budget was presented in April:

- Staff was able to confirm our unemployment and workers compensation insurance premiums, which resulted in the budget amounts going down by \$400 and \$1,000 respectively;
- We have been setting aside \$1,200 every year to replace our computers on four-year intervals per IT standards. This is the year to purchase the new computers, so staff has appropriated the full amount; and

- Agency costs have adjusted slightly in response to these above listed changes in accordance with their apportionment formula (agency costs remain relatively flat as compared to last FY).

Following the April meeting, staff sent the draft budget to the city/county managers for their review and comment. Staff contacted the agency managers via email on April 29th and May 13th, 2016, and has not received any comments or concerns to date. Since agency costs remain relatively flat for this year, staff does not anticipate any issues.

Attachments

[ATT A-Final FY16/17 Budget](#)

[ATT B-04/28/16 Staff Report-Draft FY16/17 Budget](#)

Form Review

Inbox

Christine Crawford (Originator)
Christine Crawford (Originator)
Christine Crawford (Originator)
Form Started By: Christine Crawford
Final Approval Date: 05/19/2016

Reviewed By

Christine Crawford
Christine Crawford
Christine Crawford

Date

05/16/2016 11:55 AM
05/18/2016 01:36 PM
05/19/2016 09:17 AM
Started On: 05/16/2016 11:15 AM

Account #	Account Name	FY 15/16 Revenue Budgeted	FY 16/17 Proposed Revenue	Net Change	Agency Apportionment FY 16/17
REVENUES					
400700	INVESTMENT EARNINGS-POOL	\$ 1,500	\$ 1,500	\$ -	
402010	OTHER GOVT AGENCY-COUNTY	\$ 183,511	\$ 183,525	\$ 14	50.00%
402030	OTHER GOVT AGENCY-WEST SACRAMENTO	\$ 59,484	\$ 59,489	\$ 5	16.21%
402040	OTHER GOVT AGENCY-WOODLAND	\$ 56,680	\$ 56,684	\$ 4	15.44%
402050	OTHER GOVT AGENCY-WINTERS	\$ 5,612	\$ 5,612	\$ (0)	1.53%
402060	OTHER GOVT AGENCY-DAVIS	\$ 61,735	\$ 61,740	\$ 5	16.82%
403460	OTH CHRG FR SVC-LAFCO FEES	\$ -	\$ -	\$ -	
404190	OTHER SALES - TAXABLE				
	UNUSED FUND BALANCE FROM PREVIOUS FY	\$ 124,424	\$ 135,130	\$ 10,706	
					\$ 367,049.47
	TOTAL AGENCY COST	\$ 367,022	\$ 367,049	\$ 27	
	TOTAL OTHER SOURCES	\$ 125,924	\$ 136,630	\$ 10,706	
	TOTAL FINANCING SOURCES	\$ 492,946	\$ 503,679	\$ 10,733	
FUND BALANCE					
	CURRENT FUND BALANCE	\$ 260,543			Fund balance at the close of FY 14/15
	COMMITTED OPEB LIABILITY	\$ (50,188)			
	ASSIGNED - CAPITAL ASSET REPLACEMENT	\$ (3,600)			
300600	FD BAL-ASSIGNED	\$ (71,625)			Contingency 15% held in fund balance
	TOTAL TO REMAIN IN FUND BALANCE	\$ 125,413			
	"EXTRA" FUND BALANCE TO OFFSET COSTS	\$ 135,130			Extra fund balance applied to offset agency costs

Account #	Account Name	FY 2015/16 Budget	FY 16/17 Proposed Budget	Net Change	Explanation of Change
SALARIES AND BENEFITS					
500100	REGULAR EMPLOYEES	\$ 205,020	\$ 223,195	\$ 18,175	
500310	RETIREMENT (CALPERS)	\$ 44,774	\$ 51,030	\$ 6,256	
500320	OASDI	\$ 14,182	\$ 15,914	\$ 1,732	
500330	FICA/MEDICARE TAX	\$ 3,566	\$ 4,032	\$ 466	
500360	OPEB - RETIREE HEALTH INSURANCE	\$ 14,351	\$ 17,908	\$ 3,557	
500380	UNEMPLOYMENT INSURANCE	\$ 850	\$ 400	\$ (450)	As quoted by Yolo County
500390	WORKERS' COMPENSATION INSURANCE	\$ 1,500	\$ 500	\$ (1,000)	As quoted by YCPARMIA
500400	OTHER EMPLOYEE BENEFITS	\$ 61,362	\$ 61,362	\$ -	
	TOTAL SALARY & BENEFITS	\$ 345,605	\$ 374,340	\$ 28,735	
SERVICES AND SUPPLIES					
501020	COMMUNICATIONS	\$ 2,500	\$ 2,500	\$ -	
501030	FOOD	\$ 350	\$ 350	\$ -	
501051	INSURANCE-PUBLIC LIABILITY	\$ 500	\$ 500	\$ -	
501070	MAINTENANCE-EQUIPMENT	\$ 750	\$ 750	\$ -	
501090	MEMBERSHIPS	\$ 3,100	\$ 3,250	\$ 150	
501100	MISCELLANEOUS EXPENSE	\$ 250	\$ 250	\$ -	
501110	OFFICE EXPENSE	\$ 750	\$ 1,250	\$ 500	
501111	OFFICE EXP-POSTAGE	\$ 500	\$ 500	\$ -	
501112	OFFICE EXP-PRINTING	\$ 1,000	\$ 1,000	\$ -	
501125	IT SERVICES-DPT SYS MAINT (Dept System Maint.)	\$ 1,146	\$ 150	\$ (996)	
501126	IT SERVICES-ERP (Enterprise/Resource/Planning)	\$ 2,777	\$ 2,684	\$ (93)	
501127	IT SERVICES-CONNECTIVITY	\$ 2,751	\$ 2,842	\$ 91	
501151	PROF & SPEC SVC-AUDITG & ACCTG	\$ 20,000	\$ 5,000	\$ (15,000)	Building reserve for audits on 3 year intervals.
501152	PROF & SPEC SVC-INFO TECH SVC	\$ 400	\$ 400	\$ -	
501156	PROF & SPEC SVC-LEGAL SVC	\$ 5,000	\$ 10,000	\$ 5,000	Increased legal costs for JPA Consolidation.
501165	PROF & SPEC SVC-OTHER	\$ 55,000	\$ 5,000	\$ (50,000)	MSRs "in house" this FY w/ minimal graphics/GIS support.
501165	PROF & SPEC SVC-OTHER (Shared Services (SSP))	\$ 10,000	\$ 45,000	\$ 35,000	Grants specialist for shared services funding strategy.
501180	PUBLICATIONS AND LEGAL NOTICES	\$ 1,500	\$ 2,000	\$ 500	
501190	RENTS AND LEASES - EQUIPMENT	\$ 1,500	\$ 1,500	\$ -	
501192	RENTS & LEASES-RECRDS STRGE (Archives)	\$ 483	\$ 738	\$ 255	
501205	TRAINING	\$ 12,000	\$ 3,200	\$ (8,800)	
501250	TRANSPORTATION AND TRAVEL	\$ 2,000	\$ 10,800	\$ 8,800	
502201	PAYMENTS TO OTH GOV INSTITUTN	\$ 1,000	\$ 1,000	\$ -	
	TOTAL SERVICES & SUPPLIES	\$ 125,257	\$ 100,664	\$ (24,593)	
OTHER FINANCING USES					
503110	TRANSFERS OUT-EQUIP PRE FUND (Computers)	\$ 1,200	\$ 4,800	\$ 3,600	Been setting aside. This is yr to purchase new computers
503300	APPROP FOR CONTINGENCY	\$ 23,750	\$ 23,875	\$ 125	20% - 5% Appropriated/15% in Fund Balance
	TOTAL APPROPRIATIONS	\$ 495,812	\$ 503,679	\$ 7,867	

Agency	General Revenue	% of General Revenue	City Population DOF 2015	% of Total City Pop	Average % of Revenue and Population	Apportionment
Davis	\$ 43,754,902	31%	66,757	37%	33.64%	16.82%
West Sacramento	\$ 52,349,259	37%	51,272	28%	32.41%	16.21%
Winters	\$ 3,285,335	2%	6,954	4%	3.06%	1.53%
Woodland	\$ 43,111,385	30%	57,525	32%	30.89%	15.44%
Yolo County						50.00%
Total	\$ 142,500,881		182,508	100%	100%	100.00%

LOCAL
AGENCY
FORMATION
COMMISSION OF
YOLO COUNTY



LAFCO

Meeting Date: 04/28/2016

Information

SUBJECT

Consider and adopt the proposed LAFCo budget for fiscal year 2016/17 and set May 26, 2016 as the public hearing date to approve the final budget

RECOMMENDED ACTION

1. Receive staff presentation on the draft budget for fiscal year 2016/17.
2. Open the public hearing for public comments on the item.
3. Close the public hearing.
4. Consider the information presented in the staff report and during the public hearing, direct staff to make any changes deemed appropriate, and adopt the draft budget.
5. Set May 26, 2016 as the public hearing to consider approving the final LAFCo budget for fiscal year 2016/17.

FISCAL IMPACT

The attached LAFCo budget includes proposed revenues and expenditures for LAFCo for the 2016/17 fiscal year (FY). This proposed budget maintains adequate support for the Commission to meet its responsibilities under the Cortese-Knox-Hertzberg (CKH) Act and the shared services priorities for FY 16/17.

REASONS FOR RECOMMENDED ACTION

Yolo County LAFCo adopts an annual budget with notice to the four cities and Yolo County. In accordance with the CKH Act, a proposed budget must be adopted by May 1 and final budget by June 15 of each year. Following approval of the final budget and no later than July 1, the auditor requests payment from each agency. In order to meet these time lines, the final budget is scheduled to be adopted at the May 26, 2016 LAFCo Commission meeting and invoices will go out thereafter.

In accordance with the CKH Act, the cities and County split the cost of LAFCo funding 50/50. A formula for the split of the cities' share is outlined in Government Code Section 56381 (b)(1); which would be in proportion to a city's tax revenue or an alternative method approved by a majority of the cities. Beginning in FY 2007-08, the cities developed an alternative formula to apportion their 50% of LAFCo funding by averaging a city's general tax revenue (less grant monies) and population.

A more detailed table describing the formula is attached for review (this agenda software program does not handle tables well). In summary, the breakdown of agency apportionment of the LAFCo budget is as follows:

City of Davis	16.82%	
City of West Sacramento	16.21%	
City of Winters	1.53%	
City of Woodland	15.44%	
County of Yolo	50.00%	

BACKGROUND

Overall, the draft budget for FY 16/17 is increasing slightly from \$495,812 to \$501,529 (a net increase of \$5,717 or 1.2%). Although the overall budget has a nominal increase, agency costs will actually go down slightly because there is \$135,130 of uncommitted or "extra" fund balance from FY 14/15 that can be used to offset agency costs.

Revenues

The FY 16/17 expected revenues include anticipated income from other agencies and interest. Staff has not assumed any fee revenue for this year because it tends to be minimal and uncertain. The following lists the draft budget cost for each agency and expected decrease amount from the previous fiscal year.

City of Davis \$61,375 (decrease of \$357)
City of West Sacramento \$59,140 (decrease of \$344)
City of Winters \$5,579 (decrease of \$33)
City of Woodland \$56,352 (decrease of \$328)
County of Yolo \$182,450 (decrease of \$1,061)

Following Commission direction on the draft budget at the April meeting, staff will send the proposed budget to the city/county managers for review and comment. Staff will report on all feedback received during the final budget hearing on May 26, 2016.

Expenditures

Salaries and Benefits

Overall, the total salary and benefits is projected to increase 8.7% from the current year's adjusted budget. This is due to:

- Cost increases for employee CALPERS and retiree health benefits.
- A projected 2% cost of living (COLA) increase for each employee.
- A projected 5% step increase for the Management Analyst (subject to Executive Officer approval).

Services and Supplies

Overall, LAFCo related expenditures in services and supplies are projected to decrease by 19.6% in the next fiscal year. We have three Municipal Service Reviews (MSRs) in the work plan for FY 16/17, but all of them will be completed "in house" and will not require substantial consultant costs (just minor GIS and graphics support). The Commission decision to not complete a new MSR for the City of Winters saved approximately \$40,000 in costs. However, we have added shared services related professional services costs associated with hiring a grants specialist to research funding opportunities and develop a grant funding strategy for the shared services program, consistent with the direction at the Shared Services Workshop and the FY 16/17 Work Plan.

Attachments

ATT A-Draft LAFCo FY16/17 Budget

ATT B-Draft Apportionment for FY16/17 Budget

Form Review

Inbox

Christine Crawford (Originator)
Form Started By: Christine Crawford
Final Approval Date: 04/20/2016

Reviewed By

Christine Crawford

Date

04/20/2016 10:04 AM
Started On: 04/19/2016 04:41 PM

Account #	Account Name	FY 15/16 Revenue Budgeted	FY 16/17 Proposed Revenue	Net Change	Agency Apportionment FY 16/17
REVENUES					
400700	INVESTMENT EARNINGS-POOL	\$ 1,500	\$ 1,500	\$ -	
402010	OTHER GOVT AGENCY-COUNTY	\$ 183,511	\$ 182,450	\$ (1,061)	50.00%
402030	OTHER GOVT AGENCY-WEST SACRAMENTO	\$ 59,484	\$ 59,140	\$ (344)	16.21%
402040	OTHER GOVT AGENCY-WOODLAND	\$ 56,680	\$ 56,352	\$ (328)	15.44%
402050	OTHER GOVT AGENCY-WINTERS	\$ 5,612	\$ 5,579	\$ (33)	1.53%
402060	OTHER GOVT AGENCY-DAVIS	\$ 61,735	\$ 61,378	\$ (357)	16.82%
403460	OTH CHRG FR SVC-LAFCO FEES	\$ -	\$ -	\$ -	
404190	OTHER SALES - TAXABLE				
	UNUSED FUND BALANCE FROM PREVIOUS FY	\$ 124,424	\$ 135,130	\$ 10,706	
					\$ 364,899.47
	TOTAL AGENCY COST	\$ 367,022	\$ 364,899	\$ (2,123)	
	TOTAL OTHER SOURCES	\$ 125,924	\$ 136,630	\$ 10,706	
	TOTAL FINANCING SOURCES	\$ 492,946	\$ 501,529	\$ 8,583	
FUND BALANCE					
	CURRENT FUND BALANCE	\$ 260,543			Fund balance at the close of FY 14/15
	COMMITTED OPEB LIABILITY	\$ (50,188)			
	ASSIGNED - CAPITAL ASSET REPLACEMENT	\$ (3,600)			
300600	FD BAL-ASSIGNED	\$ (71,625)			Contingency 15% held in fund balance
	TOTAL TO REMAIN IN FUND BALANCE	\$ 125,413			
	"EXTRA" FUND BALANCE TO OFFSET COSTS	\$ 135,130			Extra fund balance applied to offset agency costs

Account #	Account Name	FY 2015/16 Budget	FY 16/17 Proposed Budget	Net Change	Explanation of Change
SALARIES AND BENEFITS					
500100	REGULAR EMPLOYEES	\$ 205,020	\$ 223,195	\$ 18,175	
500110	EXTRA HELP			\$ -	
500120	OVERTIME			\$ -	
500310	RETIREMENT (CALPERS)	\$ 44,774	\$ 51,030	\$ 6,256	
500320	OASDI	\$ 14,182	\$ 15,914	\$ 1,732	
500330	FICA/MEDICARE TAX	\$ 3,566	\$ 4,032	\$ 466	
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500390	WORKERS' COMPENSATION INSURANCE	\$ 1,500	\$ 1,500	\$ -	
500400	OTHER EMPLOYEE BENEFITS	\$ 61,362	\$ 61,362	\$ -	
	TOTAL SALARY & BENEFITS	\$ 345,605	\$ 375,790	\$ 30,185	
SERVICES AND SUPPLIES					
501020	COMMUNICATIONS	\$ 2,500	\$ 2,500	\$ -	
501030	FOOD	\$ 350	\$ 350	\$ -	
501051	INSURANCE-PUBLIC LIABILITY	\$ 500	\$ 500	\$ -	
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501111	OFFICE EXP-POSTAGE	\$ 500	\$ 500	\$ -	
501112	OFFICE EXP-PRINTING	\$ 1,000	\$ 1,000	\$ -	
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501126	IT SERVICES-ERP (Enterprise/Resource/Planning)	\$ 2,777	\$ 2,684	\$ (93)	
501127	IT SERVICES-CONNECTIVITY	\$ 2,751	\$ 2,842	\$ 91	
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501152	PROF & SPEC SVC-INFO TECH SVC	\$ 400	\$ 400	\$ -	
501156	PROF & SPEC SVC-LEGAL SVC	\$ 5,000	\$ 10,000	\$ 5,000	Increased legal costs for JPA Consolidation.
501165	PROF & SPEC SVC-OTHER	\$ 55,000	\$ 5,000	\$ (50,000)	MSRs "in house" this FY w/ minimal graphics/GIS support.
	PROF & SPEC SVC-OTHER (Shared Services (SSP))	\$ 10,000	\$ 45,000	\$ 35,000	Grants specialist for shared services funding strategy.
501169	BOARD MEETING STIPENDS		TBD		
501180	PUBLICATIONS AND LEGAL NOTICES	\$ 1,500	\$ 2,000	\$ 500	
501190	RENTS AND LEASES - EQUIPMENT	\$ 1,500	\$ 1,500	\$ -	
501192	RENTS & LEASES-RECRDS STRGE (Archives)	\$ 483	\$ 738	\$ 255	
501205	TRAINING	\$ 12,000	\$ 3,200	\$ (8,800)	
501250	TRANSPORTATION AND TRAVEL	\$ 2,000	\$ 10,800	\$ 8,800	
502201	PAYMENTS TO OTH GOV INSTITUTN	\$ 1,000	\$ 1,000	\$ -	
	TOTAL SERVICES & SUPPLIES	\$ 125,257	\$ 100,664	\$ (24,593)	
OTHER FINANCING USES					
503110	TRANSFERS OUT-EQUIP PRE FUND (Computers)	\$ 1,200	\$ 1,200	\$ -	Set aside to upgrade 3 computers every 4 yrs
503300	APPROP FOR CONTINGENCY	\$ 23,750	\$ 23,875	\$ 125	20% - 5% Appropriated/15% in Fund Balance
	TOTAL APPROPRIATIONS	\$ 495,812	\$ 501,529	\$ 5,717	

Item 9-Attachment B

Agency	General Revenue	% of General Revenue	City Population DOF 2015	% of Total City Pop	Average % of Revenue and Population	Apportionment
Davis	\$ 43,754,902	31%	66,757	37%	33.64%	16.82%
West Sacramento	\$ 52,349,259	37%	51,272	28%	32.41%	16.21%
Winters	\$ 3,285,335	2%	6,954	4%	3.06%	1.53%
Woodland	\$ 43,111,385	30%	57,525	32%	30.89%	15.44%
Yolo County						50.00%
Total	\$ 142,500,881		182,508	100%	100%	100.00%



Regular 9.

LAFCO

Meeting Date: 05/26/2016

Information

SUBJECT

Elect a Chair and Vice Chair for the Commission to serve a one-year term, which ends May 2017

RECOMMENDED ACTION

Elect a Chair and Vice Chair for the Commission to serve a one-year term, which ends May 2017.

FISCAL IMPACT

None.

REASONS FOR RECOMMENDED ACTION

At the regular meeting of the Commission held in May of each year, the members of the Commission elect a Chair and Vice Chair to serve a one-year term as stated in the Yolo LAFCo Administrative Policies and Procedures and consistent with state law.

BACKGROUND

The current Chair is Public Member Olin Woods. The current Vice Chair is County Member Matt Rexroad.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Christine Crawford	Christine Crawford	05/17/2016 03:28 PM
Form Started By: Terri Tuck		Started On: 05/17/2016 12:09 PM
Final Approval Date: 05/18/2016		



Executive Officer Report 10.

LAFCO

Meeting Date: 05/26/2016

Information

SUBJECT

A report by the Executive Officer on recent events relevant to the Commission and an update of Yolo LAFCo staff activity for the month. The Commission or any individual Commissioner may request that action be taken on any item listed.

- EO Activity Report - April 25 through May 20, 2016
-

Attachments

[ATT-EO Activity Report](#)

Form Review

Form Started By: Terri Tuck
Final Approval Date: 05/17/2016

Started On: 05/17/2016 11:59 AM

LAFCo EO Activity Report

April 25, 2016 through May 20, 2016

Date	Meeting/Milestone	Comments
04/27/2016	Shared Services – Yolo Leaders Forum- “YEDTalks” on Families in Poverty	Organized Forum
04/27//2016	Shared Services – City of Davis Broadband Advisory Task Force Meeting	Attended
04/29/2016	Shared Services – Meeting w/John Donlevy (City of Winters)	Shared Services JPA
05/02/2016	Shared Services –Meeting w/Patrick Blacklock (CAO)	Shared Services JPA
05/03/2016	Davis City Council Meeting	Re: Davis seat on LAFCo
05/04/2016	Shared Services – Conference call w/John Donlevy and Petrea Marchand (Consero Solutions)	Re: Yolo Habitat JPA and Shared Services JPA
05/05/2016	County – Davis 2x2	Presented Re Shared Services JPA
05/06/2016	Call w/Pat McCormick (Santa Cruz LAFCo)	Yolo's MSR Checklist
05/06/2016	Call w/Sam Mazza (Citygate)	FPDs MSR/SOI changes
05/09/2016	Meeting w/Jeffrey Roberts	Potential City of Winters Annexation
05/11/2016	Shared Services – Yolo County Broadband Task Force Meeting	Attended
05/12/2016	Panel Leadership-Sacramento Metro Chamber	Attended
05/12/2016	Call w/Sam Mazza (Citygate)	FPDs MSR/SOI changes
05/17/2016	Meeting w/Olin Woods	LAFCo Agenda review